



PLANNING & ENVIRONMENTAL QUALITY COMMITTEE

Monday, October 16, 2023, Time: 1:00 PM
Committee Room, 2nd floor, 74 Ontario Street,
Canandaigua, NY 14424

Committee Members

David Phillips, Chair
Fred Lightfoote
Jack Marren
William Namestnik
Christopher Vastola
Mark Venuti
Andrew Wickham

1. Call to Order:

2. Approval of Minutes:

- A. Kristin Voss - Minutes - September 25, 2023

3. Team Agency Updates:

- A. Megan Webster - Update - Soil & Water Conservation District
- B. Tim Davis - Update - Cornell Cooperative Extension

4. Casella Update:

5. Sustainability & Solid Waste Management:

- a. Carla Jordan - Update - Department Update
- B. Regina Sousa - Approval - Municipal Funding Request - Town Of Canadice

6. Economic Development:

- A. Ryan Davis - Update - Department Updates

7. Tourism:

- A. Valerie Knoblauch - Resolution - Re-Appointment To The Ontario County Four Seasons Local Development Corporation
- B. Valerie Knoblauch - Resolution - Resolution Of Appreciation Robert Bennett

8. Planning Department:

- a. Linda Phillips - Resolution - Appointment of James LaGro to Ontario County Planning Board
- B. Linda Phillips - Resolution - Authorization To Contract With The Town Of Seneca To Affirm The 2013 Comprehensive Plan And Draft Priority Zoning Changes
- C. Timothy Jensen - Resolution - Amend Code Enforcement Contract With The Town Of West Bloomfield
- D. Timothy Jensen - Resolution - Approval Of Contract With The Town Of Richmond For Code Enforcement Services

9. County Administrator:

- A. Christopher Debolt - Update - County Update

Planning and Environmental Quality Committee oversees the activities, programs, or other matters related to the following departments, agencies, or activities: *Planning, Sustainability & Solid Waste Management, County Planning Board, Agriculture, Cooperative Extension Liaison, Soil and Water Conservation District, Economic Development, Tourism Promotion, Monitoring & Management of Landfill Lease, Solid Waste Management Plan & Environmental Issues.*

10. Privilege of the Floor:

Confirm next meeting date and time: *November 6, 2023 at 1:00 PM*

Adjournment:

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Ontario County
Board of Supervisors
Canandaigua, New York 14424

**RE-APPOINTMENT TO THE ONTARIO COUNTY FOUR SEASONS LOCAL
DEVELOPMENT CORPORATION**

BE IT RESOLVED, That the following individuals are hereby re-appointed as members of the Ontario County Four Seasons Local Development Corporation for three-year terms expiring September 30, 2026:

- Lenore Friend, Finger Lakes Community College
- David Hutchings, Sonnenberg Gardens & Mansion
- Mike Roeder, Ravenwood Golf Club
- Steve Fuller, Bristol Mountain; and further

RESOLVED, That certified copies of this resolution be sent to the Ontario County Four Seasons Local Development Corporation, the County Clerk, and the appointees.

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RESOLUTION OF APPRECIATION ROBERT BENNETT

WHEREAS, Mr. Robert Bennett, retired General Manager of the Holiday Inn Express and Homewood Suites by Hilton at 575 Fishers Station Road, Victor, NY and currently residing at 34 Windelin Drive, Henrietta, NY, has served on the Board of Directors of the Ontario County Four Seasons Local Development Corporation since his appointment by the Board of Supervisors in 2006; and

WHEREAS, Mr. Bennett has devoted both his time and his expertise in the guidance of the Ontario County Four Seasons Local Development Corporation in its mission to the enhancement of tourism and economic development of the Ontario County tourism industry; and

WHEREAS, Mr. Bennett has brought considerable knowledge and experience to the board through his various affiliations with the Holiday Inn Express and Homewood Suites in Victor, NY, as well as various hotelier related consulting roles; and

WHEREAS, Mr. Bennett has served in every officer role for Ontario County Four Seasons Local Development Corporation, serving as the Treasurer of the board from 2008 – 2010; and 2nd Vice Chair between 2011 – 2016; and as 1st Vice Chair from 2017 – 2019 and Chair of the Board from 2020 - 2021; and

WHEREAS, Mr. Bennett valiantly led the organization through uncharted territory in response to the COVID-19 pandemic and its unprecedented impacts on the hospitality industry; and

WHEREAS, Mr. Bennett upon leaving his role as General Manager of the Homewood Suites and fulfilling his full term as a member and Immediate Past President of the Board of Directors of Ontario County Four Seasons Local Development Corporation has been recognized with appreciation and gratitude by the Board of Directors of the Ontario County Four Seasons Local Development Corporation for his seventeen years of distinguished service; and

WHEREAS, The Ontario County Board of Supervisors recognizes the valuable contributions Mr. Bennett has made to the stabilization and growth of the tourism industry for Ontario County; now, therefore, be it

RESOLVED, That the members of the Ontario County Board of Supervisors recognize the loyal and faithful performance of his duties and wish to express their appreciation to Mr. Bennett; and further

RESOLVED, That copies of this resolution be sent by the Clerk of this Board to the Chairperson of the Ontario County Four Seasons Local Development Corporation, and Mr. Bennett.

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APPOINTMENT OF JAMES LAGRO TO ONTARIO COUNTY PLANNING BOARD

WHEREAS, The Canandaigua Town Board recommends Jim LaGro for appointment to a 5 year term as the Town's representative to the Ontario County Planning Board; and

WHEREAS, The Planning and Environmental Quality Committee also recommends the appointment of Mr. LaGro; now, therefore, be it

RESOLVED, That as of October 26, 2023 James LaGro, representing the Town of Canandaigua, is hereby appointed as a member of the Ontario County Planning Board; and further

RESOLVED, That this appointment shall have a term of five years from October 26, 2023 to October 25, 2028; and further

RESOLVED, That certified copies of this resolution be sent by the Clerk of this Board, to the County Clerk, to the Town of Canandaigua, to the Ontario County Planning Department, and to James LaGro.

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**AUTHORIZATION TO CONTRACT WITH THE TOWN OF SENECA TO AFFIRM
THE 2013 COMPREHENSIVE PLAN AND DRAFT PRIORITY ZONING CHANGES**

WHEREAS, The Town of Seneca is interested in securing Professional Planning Services to review its Comprehensive Plan and draft priority zoning changes; and

WHEREAS, The extent of Professional Planning Services required is beyond the 40 hours of Professional Planning Service Technical Assistance that can be requested by any Ontario County municipality in a calendar year; and

WHEREAS, The Seneca Town Board approved acceptance of cost and scope dated July 13, 2023 with revisions at its meeting on August 15, 2023; and

WHEREAS, The revised scope dated August 28, 2023, being on file with the Clerk of this Board as Schedule "A" of the proposed Intermunicipal Agreement between the County and the Town of Seneca is for \$3,700; and

WHEREAS, The Planning and Environmental Quality Committee recommended acceptance of this resolution on October 16, 2023; now, therefore, be it

RESOLVED, That upon review and approval of the County Attorney as to form, the Intermunicipal Agreement on file with the Clerk of this Board between the County and the Town of Seneca wherein the County Planning Department shall work with the Town of Seneca Comprehensive Plan committee to review and affirm the 2013 Comprehensive Plan and recommend zoning amendments as outlined in the scope is hereby approved; and further

RESOLVED, That the County Administrator be, and hereby is, authorized and empowered to execute said Intermunicipal Agreement with the Town of Seneca; and further

RESOLVED, That the term of said contract shall commence on September 26, 2023 and terminate on September 27, 2024; and further

RESOLVED, That if a no cost time extension of up to six (6) months is necessary, the Board of Supervisors hereby approves such extension subject to review and approval by the Planning and Environmental Quality Committee; and further

RESOLVED, That a copy of this resolution be send to the Town of Seneca by the Clerk of this Board and to the Ontario County Planning Department.

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**AUTHORIZATION TO AMEND CONTRACT WITH THE TOWN OF WEST
BLOOMFIELD TO PROVIDE CODE ENFORCEMENT TECHNICAL ASSISTANCE**

WHEREAS, Resolution No. 241-2023 authorized a contract with the Town of West Bloomfield wherein the County would provide technical assistance related to administration of the New York State Uniform Fire Prevention and Building Code and its Zoning Law and Subdivision Regulations (collectively the 'Town Regulations') during a vacancy in the Town's Building Inspector/Zoning Officer, and/or Code Enforcement Officer position and in training of a new employee in said position; and

WHEREAS, The initial contract called for the County to provide 40 hours of free technical assistance and 50 additional hours at an hourly rate for the County Code Enforcement Officer; and

WHEREAS, The Town of West Bloomfield has requested up to an additional 150 hours of said service be provided through December 31, 2023; and

WHEREAS, The County Planning Department has proposed to provide up to an additional 150 hours of the services of a New York State Certified Building Inspector at a rate of \$59.07/hour, with the actual time spent be as directed by the Supervisor of the Town of West Bloomfield, and for mileage at the standard IRS rate of \$0.655 per mile; and

WHEREAS, All work provided by the County Planning Department shall be in the form of recommendations made to the Supervisor of the Town of West Bloomfield or the Town's Building Inspector/Zoning Officer/Code Enforcement Officer, if any, whom shall be responsible for issuing any official notices, forms, permits, certificates, and/or other documents necessary for administration of the Town Regulations; and

WHEREAS, The Planning and Environmental Quality Committee recommends adoption of this resolution; now, therefore, be it

RESOLVED, That upon review and approval of the County Attorney as to form, the Amendment Agreement with the Town of West Bloomfield wherein the County Planning Department shall provide up to an additional One Hundred Fifty (150) hours of technical assistance related to the Town's Regulations is hereby approved; and further

RESOLVED, That the County Administrator be, and hereby is, authorized and empowered to execute said Intermunicipal Cooperation Agreement with the Town of West Bloomfield; and further

RESOLVED, That a copy of this resolution be sent to the Town of West Bloomfield by the Clerk of this Board.

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**AUTHORIZATION TO CONTRACT WITH THE TOWN OF RICHMOND TO
PROVIDE CODE ENFORCEMENT TECHNICAL ASSISTANCE**

WHEREAS, The Town of Richmond has requested technical assistance related to administration of the New York State Uniform Fire Prevention and Building Code ('Building Code'); and

WHEREAS, The County Planning Department has proposed to provide up to 60 hours of the services of a New York State Certified Building Inspector at a rate of \$59.07/hour as directed by the Richmond Town Supervisor; and

WHEREAS, All work provided by the County Planning Department shall be in the form of recommendations made to the Town of Richmond's Supervisor or other Town employee as directed by the Town Supervisor whom shall be responsible for issuing any official notices, forms, permits, certificates, and/or other documents necessary for administration of the Building Code by the Town, and for mileage at the standard IRS rate of \$0.655 per mile; and

WHEREAS, The Planning and Environmental Quality Committee recommends acceptance of this resolution; now, therefore, be it

RESOLVED, That upon review and approval of the County Attorney as to form, the Intermunicipal Cooperation Agreement with the Town of Richmond wherein the County Planning Department shall provide technical assistance related to the Town related to the Town's responsibilities in administering the Building Code is hereby approved; and further

RESOLVED, That the County Administrator be, and hereby is, authorized and empowered to execute said Intermunicipal Cooperation Agreement with the Town of Richmond; and further

RESOLVED, That the term of said contract shall commence on January 4, 2023 and terminate on December 31, 2023; and further

RESOLVED, That a copy of this resolution be sent to the Town of Richmond by the Clerk of this Board