Hopewell Planning Board

2716 County Rd. 47 – Canandaigua – NY 14424
585-394-0036 ext. #8 – www.townofhopewellny.gov
Minutes – March 23, 2026

Present: Chairman Jim Bator, Ryan Bruzda, Sara Kramer, Sylvia Moore, Shawn Cotter, CEO Justin Bruen, Bryan Severino, Mark Potter, Don Burkard, Jeff Dann (NYSEA)

Absent: Phil Bassage, Nick Sergeant, Allen Wesche

Chairman Bator called the Planning Board March 23, 2026 meeting to order at 7:00 p.m.

Approval of Minutes:

Sylvia Moore moved to approve February 23, 2026 minutes as amended. Motion seconded and carried.

Sylvia Moore moved for a
Block Motion: OCPB Referral/Review & Public Hearing for April 27, 2026 – 7:00 p.m.
Robert Cobos - #315 – 1875 County Rd 19 – TM 58.00-1-13.121 – Subdivision
Mark Munson - #316 – 3191 County Rd 10 – TM 85.03-1-11.000 – SUP seasonal outdoor BBQ

Motion seconded and carried.

Chairman Bator opened the Public Hearing for:
NYSEA – Application 304 – 3349 Gehan Rd – Site Plan

Public Hearing is to consider application #304 for New York Steam Engine Association for property located at 3349 Gehan Rd, in the Town of Hopewell, Tax Map 100.00-1-38.200 for Site Plan approval under TOHZO Article XVI. The applicant is seeking approval for installation of a 6,000 sq. ft. Pole Frame Structure intended for assembly during shows and exhibits. AG Zoning

There were no comments from the public.

Sara Kramer moved to close the public hearing for NYSEA Site Plan review – application 304 – 3349 Gehan Rd. Motion seconded and carried.

Business: NYSEA – Permit Application 304 – 3349 Gehan Rd – Site Plan
Tax Map 100.00-1-38.200

Jeff Dann stated Marks Engineering has supplied a Site Plan for a proposed A3 Exhibition Hall, (Pole Barn Building) which will not be larger in size than other buildings located on the Steam Pageant grounds. The building will consist of a pole frame, concrete flooring and a gravel walkway to building.

The Board reviewed the County Planning Board comments from their March 2026 meeting.

The Board briefly discussed the application and reviewed OCPB comments.

SEAF Part II & III – Block motion made by Sara Kramer that No or Small Impact may occur. Motion seconded and carried.

Project:	# 304 - NYSEA
Date:	3/23/2026

Short Environmental Assessment Form
Part 2 - Impact Assessment

Part 2 is to be completed by the Lead Agency.
Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	☑	☐
2. Will the proposed action result in a change in the use or intensity of use of land?	☑	☐
3. Will the proposed action impair the character or quality of the existing community?	☑	☐
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	☑	☐
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	☑	☐
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	☑	☐
7. Will the proposed action impact existing: a. public / private water supplies?	☑	☐
b. public / private wastewater treatment utilities?	☑	☐
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	☑	☐
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	☑	☐
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	☑	☐
11. Will the proposed action create a hazard to environmental resources or human health?	☑	☐

Project: # 304 - NYSEA
Date: 3/23/2026

Short Environmental Assessment Form
Part 3 Determination of Significance

For every question in Part 2 that was answered "moderate to large impact may occur", or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

☐ Check this box if you have determined, based on the information and analysis above, and any supporting documentation that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.

☑ Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.

Town of Hopewell Planning Board	**March 23, 2026**
Name of Lead Agency	*Date*
James Bator	**Chairman**
Print or Type Name of Responsible Officer in Lead Agency	*Title of Responsible Offer*
James Bator	
Signature of Responsible Officer in Lead Agency	*Signature of Preparer (If different from Responsible Officer*

TOWN OF HOPEWELL PLANNING BOARD RESOLUTION
NEW YORK STEAM ENGINE ASSOCIATION
SITE PLAN – POLE FRAME STRUCTURE
3349 GEHAN RD
TM # 100.00-1-38.200 – APPLICATION 304
SEQR – DETERMINATION OF NON-SIGNIFICANCE RESOLUTION

WHEREAS, the Town of Hopewell Planning Board (hereinafter referred to as Planning Board) is considering Final Site Plan approval under TOHZO Article XVI. The applicant is seeking approval for installation of a 6,000 sq. ft. Pole Frame Structure intended for assembly during shows and exhibits. Plans prepared by Marks Engineering 12/2/2025, and all other relevant information submitted as of March 23, 2026, (the current application); and

WHEREAS, the Planning Board determines that it is the most appropriate agency for making the determination of significance thereon under the SEQR Regulations; and

WHEREAS, the Planning Board has reviewed the Short Environmental Assessment Form (EAF) Part 1, prepared by the applicant on the above referenced application (hereinafter referred to as Action); and

WHEREAS, the Planning Board determines that said Action is classified as an Unlisted Action under Part 617 of the State Environmental Quality Review (SEQR) Regulations; and

WHEREAS, the Planning Board has completed Part 2 and Part 3 of the Short EAF; and

BE IT FURTHER RESOLVED that the Planning Board has reasonably concluded the following impacts are expected to result from the proposed Action, when compared against the criteria in Section 617.7 (c):

(i) there will not be a substantial adverse change in existing air quality, ground or surface water quality or quantity, traffic noise levels; a substantial increase in solid waste production; a substantial increase in potential for erosion, flooding, leaching or drainage problems;

(ii) there will not be large quantities of vegetation or fauna removed from the site or destroyed as the result of the proposed Action; there will not be substantial interference with the movement of any resident or migratory fish or wildlife species as the result of the proposed Action; there will not be a significant impact upon habitat areas on the site; there are no known threatened or endangered species of animal or plant, or the habitat of such species; or, are there any other significant adverse impacts to natural resources on the site;

(iii) there are no known Critical Environmental Area(s) on the site which will be impaired as the result of the proposed Action;

(iv) the overall density of the site is consistent with the Town's Comprehensive Plan land use recommendations;

(v) there will <u>not</u> be an increase in the use of either the quantity or type of energy resulting from the proposed Action;

(vi) there will not be any hazard created to human health;

(vii) there will not be a change in the use of active agricultural lands that receive an agricultural use tax exemption or that will ultimately result in the loss of ten acres of such productive farmland;

(viii) there will not be a larger number of persons attracted to the site for more than a few days when compared to the number of persons who would come to the site absent the Action;

(ix) there will not be created a material demand for other Actions that would result in one of the above consequences;

(x) there will not be changes in two or more of the elements of the environment that when considered together result in a substantial adverse impact; and

(xi) there are not two or more related Actions which would have a significant impact on the environment.

BE IT FURTHER RESOLVED, based upon the information and analysis above and the supporting documentation referenced above, the proposed Action WILL NOT result in any significant adverse environmental impacts.

BE IT FINALLY RESOLVED that the Planning Board does hereby make a Determination of Non-Significance on the proposed development, and the Planning Board Chairman is hereby directed to sign the Short Environmental Assessment Form Part 3 and issue the Negative Declaration as evidence of the Planning Board's determination.

The above resolution was offered by Sylvia Moore and seconded by Sara Kramer at a meeting of the Planning Board held on Monday, March 23, 2026. Following discussion thereon, the following roll call vote was taken and recorded:

Jim Bator - aye Phil Bassage – absent Ryan Bruzda – aye Sara Kramer – aye
Sylvia Moore – aye Nick Sergeant – absent Allan Wesche - absent

I, *Shawn* L. *Cotter*, Planning Board Secretary, do hereby attest to the accuracy of the above resolution being acted upon and recorded in the minutes of the Town of Hopewell Planning Board for the March 23, 2026 meeting.

Shawn L Cotter L. S.

Shawn L. Cotter, Planning Board Secretary

TOWN OF HOPEWELL PLANNING BOARD RESOLUTION
NYSEA (NEW YORK STEAM ENGINE ASSOCIATION)
3349 GEHAN RD – AG ZONING DISTRICT
TM# 100.00-1-38.200

PRELIMINARY/FINAL SITE PLAN APPROVAL

WHEREAS, the Town of Hopewell Planning Board (hereinafter referred to as Planning Board) is considering Final Site Plan approval under TOHZO Article XVI. The applicant is seeking approval for installation of a 6,000 sq. ft. Pole Frame Structure intended for assembly during shows and exhibits. Plans prepared by Marks Engineering 12/2/2025, and all other relevant information submitted as of March 23, 2026, (the current application); and

WHEREAS, in compliance with NYS Town Law and the regulations of the State Environmental Quality Review Act (SEQR), the Town of Hopewell Planning Board declared this to be an Unlisted action under Part 617 of the State Environmental Quality Review (SEQR) Regulations; and a Determination of Non-Significance was adopted March 23, 2026; and

WHEREAS, in compliance with NYS Town Law, the Planning Board held a public hearing on the application at its meeting date of March 23, 2026: and

WHEREAS, the Planning Board has compiled the attached list of findings to be kept on file with the application in the Town Development Office, and

NOW, THEREFORE, BE IT RESOLVED, the Planning Board hereby [X] **Approves without Conditions**; ❒ **Approves with the following Conditions**; or ❒ **Denies the application for the following reasons:**

The above resolution was offered by **Ryan Bruzda** seconded by **Sara Kramer** at a meeting of the Planning Board held on Monday, March 23, 2026 Following discussion thereon, the following roll call vote was taken and recorded:

James Bator – aye Phil Bassage - absent Ryan Bruzda - aye Sara Kramer – aye
Sylvia Moore - aye Allan M. Wesche – absent Nick Sergeant - absent

I, *Shawn* L. *Cotter*, Planning Board Secretary, do hereby attest to the accuracy of the above resolution being acted upon and recorded in the minutes of the Town of Hopewell Planning Board for the March 23, 2026 meeting.

Shawn L Cotter L. S.
Shawn L. Cotter, Planning Board Secretary

TOWN OF HOPEWELL PLANNING BOARD DETERMINATION
NYSEA (NEW YORK STEAM ENGINE ASSOCIATION)
3349 GEHAN RD – AG ZONING DISTRICT
TM# 100.00-1-38.200

APPLICANT/OWNER NAME (S) NYSEA (New York Steam Engine Association)

SUBJECT PROPERTY ADDRESS: 3349 Gehan Rd – Canandaigua – NY 14424

PROJECT: Subdivision X Site Plan Special Use Permit Area Variance

PUBLIC HEARING: Date Opened **March 23, 2026** Date Closed **March 23, 2026**

PLANNING BOARD APPROVAL: X Granted Denied Date **March 23, 2026**

VOTING: 4 AYE 0 NAY 3 ABSENT

APPROVALS/CONDITIONS OR MODIFICATIONS: N/A

CERTIFIED BY: Shawn L Cotter **DATE:** March 23, 2026

Public Hearing: **Donald Burkard – Application 306 – 3881 Route 5 & 20 - Subdivision**

Public Hearing is to consider application #306 for Donald Burkard for property located at 3881 Route 5 & 20, in the Town of Hopewell, Tax Map 99.00-2-38.100 for re-approval of Subdivision approval for 2.192-acre parcel into two lots: .720 acres & 1.472 acres respectively, in accordance with TOH Subdivision Rules & Regulations. Application approved October 2025 but was not filed with Ontario County Clerk. C2 Zoning

There were no comments from the public.

Business: Donald Burkard – Application 306 – 3881 Route 5 & 20 – Subdivision
Tax Map 99.00-2-38.100

Mr. Burkard stated that he inadvertently had not filed the approved Subdivision Plat with Ontario County Clerk, and the filing deadline has since past. He is requesting re-approval of the subdivision that was granted at the October 2025 Planning Board meeting.

Mr. Burkard explained that no changes have been made to the original plan, and everything remains the same with acreage and property lines.

The Board was in agreement with approving the Subdivision with the same conditions stated on the original approval and that SEAF Part II and III were not necessary since they had already been completed at the October 2025 meeting.

HOPEWELL PLANNING BOARD
DONALD BURKARD/DBA BEACONS, LLC
2-LOT SUBDIVISION/SITE PLAN - 3881 ROUTE 5 & 20 – C2 ZONING
TM# 99.00-2-38.100 – PERMIT APPLICATION 306 - (October 2025 - Application 194)

PRELIMINARY/FINAL SUBDIVISION APPROVAL

WHEREAS, the Town of Hopewell Planning Board (hereinafter referred to as Planning Board) is considering Preliminary/Final Subdivision Approval to subdivide an appx. 2.192-Acre parcel into two lots, Lot 1 – .720 acres and Lot 2 – 1.472 acres respectively, with the single-family residence to remain on one and market to remain on the other, as shown on subdivision plans prepared by Marks Engineering, and all other relevant information submitted as of October 27, 2025 (the current application); and

WHEREAS, in compliance with NYS Town Law and the regulations of the State Environmental Quality Review Act (SEQR), the Town of Hopewell Planning Board declared this to be an Unlisted Action and a Determination of Non-Significance was adopted October 27, 2025; and

WHEREAS, in compliance with NYS Town Law, the Planning Board held a public hearing on the application at its meeting date of October 27, 2025; and

WHEREAS, the Planning Board has compiled the attached list of findings to be kept on file with the application in the Town Development Office, and

NOW, THEREFORE, BE IT RESOLVED, the Planning Board hereby ❒ **Approves without Conditions**;

X **Approves with the following Conditions**; or ❒ **Denies the application for the following reasons:**

1. The Subdivision/Site Plan approval with conditions as specified is valid for a period of 60 days from today.
2. Requires septic compliance verifications for the market and residence.
3. Septic location to be placed on final plans, prior to Planning Board Chair's signature.
4. Requires all mechanicals and utilities to be verified as separated from residence and market.

The above resolution was offered by *Sara Kramer* and seconded by *Sylvia Moore* at a meeting of the Planning Board held on Monday, March 23, 2026 Following discussion thereon, the following roll call vote was taken and recorded:

James Bator – aye Phil Bassage - absent Ryan Bruzda - aye Sara Kramer – aye
Sylvia Moore - aye Allan M. Wesche – absent Nick Sergeant - absent

I, *Shawn L. Cotter*, Planning Board Secretary, do hereby attest to the accuracy of the above resolution being acted upon and recorded in the minutes of the Town of Hopewell Planning Board for the March 23, 2026 meeting.

Shawn L Cotter L. S.
Shawn L. Cotter, Planning Board Secretary

TOWN OF HOPEWELL PLANNING BOARD DETERMINATION
DONALD BURKARD/DBA BEACONS, LLC
2-LOT SUBDIVISION/SITE PLAN
3881 ROUTE 5 & 20 – C2 ZONING
TM# 99.00-2-38.100 – PERMIT APPLICATION 306 - (October 2025 - Application 194)

APPLICANT/OWNER NAME (S) Don Burkard (DBA Beacons, LLC)

SUBJECT PROPERTY ADDRESS: 3881 Route 5 & 20 – Canandaigua – NY 14424

PROJECT: [X] Subdivision [ ] Site Plan [ ] Special Use Permit [ ] Area Variance

PUBLIC HEARING: Date Opened **October 27, 2025** Date Closed **October 27, 2025**

PLANNING BOARD APPROVAL: [X] Granted [ ] Denied Date **March 23, 2026**

VOTING: **4** AYE 0 NAY **3** ABSENT

1. APPROVALS/CONDITIONS OR MODIFICATIONS: The Subdivision/Site Plan approval with conditions as specified is valid for a period of 60 days from today.
2. Requires septic compliance verifications for the market and residence.
3. Septic location to be placed on final plans, prior to Planning Board Chair's signature.
4. Requires all mechanicals and utilities to be verified as separated from residence and market.

CERTIFIED BY: *Shawn L Cotter* **DATE:** March 23, 2026

***Public Hearing: (*Cassie Fee on behalf of) - 4335 County Road 50, LLC – Permit Application 302 – 4335 County Road 50 – Tax Map 99.00-1-6.000 - Special Use Permit (Event Parking)**

Public Hearing is to consider application #302 for Cassie Fee for property located at 4335 County Rd 50, in the Town of Hopewell, Tax Map 99.00-1-6.000 for Special Use Permit approval under TOHZO Section 305 D. The applicant is seeking approval for Temporary Event Parking. C1 Zoning

There were no comments from the public.

Sylvia Moore moved to close the Public Hearing for 4335 County Road 50, LLL – Permit Application 302. Motion seconded and carried.

Business: *(*Cassie Fee on behalf of) - 4335 County Road 50, LLC – Permit Application 302 – 4335 County Road 50 – Tax Map 99.00-1-6.000 - Special Use Permit (Event Parking)

Mark Potter stated the property is changing ownership and the new owners are seeking to maintain the Special Use Permit for CMAC events parking. He added, the Statement of Operations will remain the same with the new owners/manager and that there have been no complaints or concerns with the parking area and traffic since the Special Use Permit was originally approved.

The Board reviewed the County Planning Board comments and briefly discussed the application. Prior to completing SEAF Part II and III, the Board informed Mr. Potter, that the existing Statement of Operations is to be signed by the 4335 County Road 50, LLC and submitted to CEO Bruen as part of the condition for Special Use Permit approval.

Mr. Potter stated he would pass the information along to Cassie Fee who is the applicant on behalf of 4335 County Road 50, LLC.

SEAF Part II & III – Block motion made by Sara Kramer that No or Small Impact may occur. Motion seconded and carried.

Project	302 - 4335 County Road 50, LLC
Date:	March 23, 2026

Short Environmental Assessment Form
Part 2 - Impact Assessment

Part 2 is to be completed by the Lead Agency.
Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	☑	☐
2. Will the proposed action result in a change in the use or intensity of use of land?	☑	☐
3. Will the proposed action impair the character or quality of the existing community?	☑	☐
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	☑	☐
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	☑	☐
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	☑	☐
7. Will the proposed action impact existing: a. public / private water supplies?	☑	☐
b. public / private wastewater treatment utilities?	☑	☐
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	☑	☐
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	☑	☐
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	☑	☐
11. Will the proposed action create a hazard to environmental resources or human health?	☑	☐

Signature of Responsible Officer in Lead Agency *Signature of Preparer (If different from Responsible Officer*

Project: 302 - 4335 Co Rd 50,llc
Date: 3/23/2026

Short Environmental Assessment Form
Part 3 Determination of Significance

For every question in Part 2 that was answered "moderate to large impact may occur", or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

☐ Check this box if you have determined, based on the information and analysis above, and any supporting documentation that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.

☑ Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.

Town of Hopewell Planning Board	**March 23, 2026**
Name of Lead Agency	*Date*
James Bator	**Chairman**
Print or Type Name of Responsible Officer in Lead Agency	*Title of Responsible Offer*
James Bator	
Signature of Responsible Officer in Lead Agency	*Signature of Preparer (If different from Responsible Officer*

TOWN OF HOPEWELL PLANNING BOARD RESOLUTION
4335 COUNTY ROAD 50, LLC – SPECIAL USE PERMIT (renewal)
4335 COUNTY ROAD 50 – C1 ZONING
TM# 99.00-1-6.000 – PERMIT APPLLICATION 302

SEQR – DETERMINATION OF NON-SIGNIFICANCE RESOLUTION

WHEREAS, the Town of Hopewell Planning Board (hereinafter referred to as Planning Board) is considering Special Use Permit Approval to continue approved temporary parking for events held at CMAC, at property located at 4335 County Rd. 50, as shown in the Site Plans for 47 parking spaces dated January 22, 2020, prepared by Grove Engineering; and

WHEREAS, the Planning Board has reviewed the Short Environmental Assessment Form (EAF) Part 1, prepared by the applicant on the above referenced application (hereinafter referred to as Action); and

WHEREAS, the Planning Board determines that said Action is classified as an Unlisted Action under Part 617 of the State Environmental Quality Review (SEQR) Regulations; and

WHEREAS, the Planning Board has determined that the proposed development is subject to a single agency review pursuant to Part 617.6(b) (4) of the SEQR Regulations; and

WHEREAS, the Planning Board determines that it is the most appropriate agency for making the determination of significance thereon under the SEQR Regulations; and

WHEREAS, the Planning Board has given consideration to the criteria for determining significance as set forth in Section 617.7(c) (1) of the SEQR Regulations and the information contained in the Short EAF Part 1; and

WHEREAS, the Planning Board has completed Part 2 and Part 3 of the Short EAF; and

NOW, THEREFORE BE IT RESOLVED that the Planning Board does hereby designate itself as lead agency for the proposed development above herein; and

BE IT FURTHER RESOLVED that the Planning Board has reasonably concluded the following impacts are expected to result from the proposed Action, when compared against the criteria in Section 617.7 (c):

(i) there will not be a substantial adverse change in existing air quality, ground or surface water quality or quantity, traffic noise levels; a substantial increase in solid waste production; a substantial increase in potential for erosion, flooding, leaching or drainage problems;

(ii) there will not be large quantities of vegetation or fauna removed from the site or destroyed as the result of the proposed Action; there will not be substantial interference with the movement of any resident or migratory fish or wildlife species as the result of the proposed Action; there will not be a significant impact upon habitat areas on the site; there are no known threatened or endangered species of animal or plant, or the habitat of such species; or, are there any other significant adverse impacts to natural resources on the site;

(iii) there are no known Critical Environmental Area(s) on the site which will be impaired as the result of the proposed Action;

(iv) the overall density of the site is consistent with the Town's Comprehensive Plan land use recommendations;

(v) there will <u>not</u> be an increase in the use of either the quantity or type of energy resulting from the proposed Action;

(vi) there will not be any hazard created to human health;

(vii) there will not be a change in the use of active agricultural lands that receive an agricultural use tax exemption or that will ultimately result in the loss of ten acres of such productive farmland;

(viii) there will not be a larger number of persons attracted to the site for more than a few days when compared to the number of persons who would come to the site absent the Action;

(ix) there will not be created a material demand for other Actions that would result in one of the above consequences;

(x) there will not be changes in two or more of the elements of the environment that when considered together result in a substantial adverse impact; and

(xi) there are not two or more related Actions which would have a significant impact on the environment.

BE IT FURTHER RESOLVED, based upon the information and analysis above and the supporting documentation referenced above, the proposed Action WILL NOT result in any significant adverse environmental impacts.

BE IT FINALLY RESOLVED, that the Planning Board does hereby make a Determination of Non-Significance on the proposed development, and the Planning Board Chairman is hereby directed to sign the Short Environmental Assessment Form Part 3 and issue the Negative Declaration as evidence of the Planning Board's determination.

The above resolution was offered by *Sara Kramer* and seconded by *Sylvia Moore* at a meeting of the Planning Board held on Monday, March 23, 2026. Following discussion thereon, the following roll call vote was taken and recorded:

James Bator -aye Phil Bassage – absent Sara Kramer – aye Sylvia Moore - aye
Allan M. Wesche - absent Ryan Bruzda – aye Nick Sergeant - absent

I, *Shawn L. Cotter*, Planning Board Secretary, do hereby attest to the accuracy of the above resolution being acted upon and recorded in the minutes of the Town of Hopewell Planning Board for the March 23, 2026 meeting.

Shawn L Cotter L. S.
Shawn L. Cotter, Planning Board Secretary

4335 COUNTY RD 50, LLC - TEMPORARY EVENT PARKING
C-1 ZONING DISTRICT
APPLICATION #302 - TM# 99.00-1-6.000
SPECIAL USE PERMIT - CMAC EVENTS TEMPORARY PARKING

SPECIAL USE PERMIT RENEWAL RESOLUTION

WHEREAS, the Town of Hopewell Planning Board (hereinafter referred to as Planning Board) is considering Special Use Permits Approval to continue approved temporary parking for events held at CMAC, at property located at 4335 County Rd. 50, as shown in the Site Plans for 47 parking spaces dated January 22, 2020, prepared by Grove Engineering; and

NOW, THEREFORE, BE IT RESOLVED that the Planning Board does hereby approve the requested renewal of the special use permit with the following conditions:

1. The special use permit shall remain in effect for the current owners of the premises and/or operators provided the use remains in compliance with the conditions of approval and Town Code.
2. In the event of any complaints about the approved operations being filed with the Code Enforcement Officer and failure to take corrective action by the applicant, the application shall be brought back before the Planning Board for review and approval.
3. The Special Use Permit is conditioned upon the Statement of Operations as discussed at the February 24, 2020 Planning Board, and signed by 4335 County Rd 50, LLC.

The above resolution was offered by *Sylvia Moore* and seconded by *Sara Kramer* at a meeting of the Planning Board held on Monday, March 23, 2026. Following discussion thereon, the following roll call vote was taken and recorded:

Jim Bator – aye Ryan Bruzda – aye Sara Kramer – aye Sylvia Moore – aye
Nick Sergeant – absent Phil Bassage – absent Allen Wesche – absent

I, *Shawn L. Cotter*, Planning Board Clerk, do hereby attest to the accuracy of the above resolution being acted upon and recorded in the minutes of the Town of Hopewell Planning Board for the March 23, 2026 meeting.

Shawn L. Cotter L.S. Shawn L. Cotter, Planning Board Clerk

SEAF Part II & III – Block motion made by Sara Kramer that No or Small Impact may occur. Motion seconded and carried.

TOWN OF HOPEWELL PLANNING BOARD DETERMINATION
4335 COUNTY ROAD 50, LLC
SPECIAL USE PERMIT (EVENT PARKING)
4335 COUNTY ROAD 50 – C1 ZONING
TM# 99.00-1-6.000 – PERMIT APPLICATION 302

APPLICANT/OWNER NAME (S) Cassie Fee – Applicant on Behalf of 4335 County Road 50, LLC

SUBJECT PROPERTY ADDRESS: 4335 County Road 50 – Canandaigua – NY 14424

PROJECT: Subdivision Site Plan [X] Special Use Permit Area Variance

PUBLIC HEARING: Date Opened **March 23, 2026** Date Closed **March 23, 2026**

PLANNING BOARD APPROVAL: [X] Granted Denied Date **March 23, 2026**

VOTING: **4** AYE 0 NAY **3** ABSENT

APPROVALS/CONDITIONS OR MODIFICATIONS:

1. The special use permit shall remain in effect for the current owners of the premises and/or operators provided the use remains in compliance with the conditions of approval and Town Code.
2. In the event of any complaints about the approved operations being filed with the Code Enforcement Officer and failure to take corrective action by the applicant, the application shall be brought back before the Planning Board for review and approval.
3. The Special Use Permit is conditioned upon the Statement of Operations as discussed at the February 24, 2020 Planning Board, and signed by 4335 County Rd 50, LLC.

CERTIFIED BY: *Shawn L Cotter* **DATE:** March 23, 2026

Public Hearing: Severino/Brown – Permit Application 287 – 3585 State Route 488 – Subdivision
Tax Map 58.00-2-73.110

Public Hearing is to consider application #287 for Bryan Severino & Andrea Brown for property located at 3585 State Route 488, in the Town of Hopewell, Tax Map 58.00-2-73.110 for Subdivision approval under TOH Subdivision Rules & Regulations, and TOH Minimum Lot & Setback Tables. The applicants are seeking approval to subdivide parcel into two separate parcels: Lot 1- 4.273 acres with house and 2-barns, Lot 2 – 48.451 acres of AG and Wetlands. AG Zoning

There were no comments from the Public.

Sara Kramer moved to close the Public Hearing for Severino/Brown Subdivision, Permit Application 287, Tax Map 58.00-2-73.110. Motion seconded and carried.

Business: Severino/Brown – Permit Application 287 – 3585 State Route 488 – Subdivision
Tax Map 58.00-2-73.110

Bryan Severino stated that he and his daughter are seeking to subdivide the current parcel. Lot-1, which includes the house and 2-barns are to be sold, and the remainder of the parcel will be retained by Bryan and his daughter Andrea Brown. The Lot-2 parcel will continue to be used as AG and Wetlands. The AG portion is currently leased out to a farmer. He also noted that there is separate access to the AG land for tractors/farm equipment which is not associated with the residential portion of the parcel.

Chairman Bator stated that Mr. Severino should get in touch with the Town Assessor since a new lease for the AG land will likely be required since new tax map numbers will be issued to the subdivided parcels, and there may be additional taxes owed on the property.

Mr. Severino stated he will look into the matter further with the Assessor.

Project #287 - Severino/Brown
Date: March 23, 2026

Short Environmental Assessment Form
Part 2 - Impact Assessment

Part 2 is to be completed by the Lead Agency.
Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	☑	☐
2. Will the proposed action result in a change in the use or intensity of use of land?	☑	☐
3. Will the proposed action impair the character or quality of the existing community?	☑	☐
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	☑	☐
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	☑	☐
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	☑	☐
7. Will the proposed action impact existing: a. public / private water supplies?	☑	☐
b. public / private wastewater treatment utilities?	☑	☐
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	☑	☐
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	☑	☐
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	☑	☐
11. Will the proposed action create a hazard to environmental resources or human health?	☑	☐

Project: #287 - Severino/Brown
Date: 3/23/2026

Short Environmental Assessment Form
Part 3 Determination of Significance

For every question in Part 2 that was answered "moderate to large impact may occur", or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

☐ Check this box if you have determined, based on the information and analysis above, and any supporting documentation that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.

☑ Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.

Town of Hopewell Planning Board	**March 23, 2026**
Name of Lead Agency	*Date*
James Bator	**Chairman**
Print or Type Name of Responsible Officer in Lead Agency	*Title of Responsible Offer*
James Bator	
Signature of Responsible Officer in Lead Agency	*Signature of Preparer (If different from Responsible Officer*

TOWN OF HOPEWELL PLANNING BOARD RESOLUTION
BRYAN SEVERINO & ANDREA BROWN
SUBDIVISION – 2 LOTS
3585 STATE ROUTE 488 – AG ZONING DISTRICT
TM # 58.00-2-73.110 – PERMIT 287

SEQR – DETERMINATION OF NON-SIGNIFICANCE RESOLUTION

WHEREAS, the Town of Hopewell Planning Board (hereinafter referred to as Planning Board) is considering Preliminary/Final Subdivision Approval under TOH Subdivision Rules & Regulations, and TOH Minimum Lot & Setback Tables. The applicants are seeking approval to subdivide a parcel into two separate parcels: Lot 1 - 4.273 acres with house and 2-barns, Lot 2 – 48.451 acres, as shown on subdivision plans prepared by Freeland Parrinello Land Surveyors dated, December 30, 2025 and all other relevant information submitted as of March 23, 2026 (the current application); and

WHEREAS, the Planning Board has reviewed the Short Environmental Assessment Form (EAF) Part 1, prepared by the applicant on the above referenced application (hereinafter referred to as Action); and

WHEREAS, the Planning Board determines that said Action is classified as an Unlisted Action under Part 617 of the State Environmental Quality Review (SEQR) Regulations; and

WHEREAS, the Planning Board has determined that the proposed development is subject to a single agency review pursuant to Part 617.6(b) (4) of the SEQR Regulations; and

WHEREAS, the Planning Board determines that it is the most appropriate agency for making the determination of significance thereon under the SEQR Regulations; and

WHEREAS, the Planning Board has given consideration to the criteria for determining significance as set forth in Section 617.7(c) (1) of the SEQR Regulations and the information contained in the Short EAF Part 1; and

WHEREAS, the Planning Board has completed Part 2 and Part 3 of the Short EAF; and

NOW, THEREFORE BE IT RESOLVED that the Planning Board does hereby designate itself as lead agency for the proposed development above herein; and

BE IT FURTHER RESOLVED that the Planning Board has reasonably concluded the following impacts are expected to result from the proposed Action, when compared against the criteria in Section 617.7 (c):

(i) there will not be a substantial adverse change in existing air quality, ground or surface water quality or quantity, traffic noise levels; a substantial increase in solid waste production; a substantial increase in potential for erosion, flooding, leaching or drainage problems;

(ii) there will not be large quantities of vegetation or fauna removed from the site or destroyed as the result of the proposed Action; there will not be substantial interference with the movement of any resident or migratory fish or wildlife species as the result of the proposed Action; there will not be a significant impact upon habitat areas on the site; there are no known threatened or endangered species of animal or plant, or the habitat of such species; or, are there any other significant adverse impacts to natural resources on the site;

(iii) there are no known Critical Environmental Area(s) on the site which will be impaired as the result of the proposed Action;

(iv) the overall density of the site is consistent with the Town's Comprehensive Plan land use recommendations;

(v) there will not be an increase in the use of either the quantity or type of energy resulting from the proposed Action;

(vi) there will not be any hazard created to human health;

(vii) there will not be a change in the use of active agricultural lands that receive an agricultural use tax exemption or that will ultimately result in the loss of ten acres of such productive farmland;

(viii) there will not be a larger number of persons attracted to the site for more than a few days when compared to the number of persons who would come to the site absent the Action;

(ix) there will not be created a material demand for other Actions that would result in one of the above consequences;

(x) there will not be changes in two or more of the elements of the environment that when considered together result in a substantial adverse impact; and

(xi) there are not two or more related Actions which would have a significant impact on the environment.

BE IT FURTHER RESOLVED, based upon the information and analysis above and the supporting documentation referenced above, the proposed Action WILL NOT result in any significant adverse environmental impacts.

BE IT FINALLY RESOLVED, that the Planning Board does hereby make a Determination of Non-Significance on the proposed development, and the Planning Board Chairman is hereby directed to sign the Short Environmental Assessment Form Part 3 and issue the Negative Declaration as evidence of the Planning Board's determination.

The above resolution was offered by Sara Kramer and seconded by Sylvia Moore at a meeting of the Planning Board held on Monday, March 23, 2026. Following discussion thereon, the following roll call vote was taken and recorded:

James Bator - aye Phil Bassage - absent Nick Sergeant - absent
Sara Kramer – aye Sylvia Moore – aye Allan M. Wesche – absent Ryan Bruzda - aye

I, *Shawn L. Cotter*, Planning Board Secretary, do hereby attest to the accuracy of the above resolution being acted upon and recorded in the minutes of the Town of Hopewell Planning Board for the March 23, 2026 meeting.

Shawn L Cotter L. S.
Shawn L. Cotter, Planning Board Secretary

HOPEWELL PLANNING BOARD
BRYAN SEVERINO & ANDREA BROWN
2-LOT SUBDIVISION/SITE PLAN
3585 STATE ROUTE 488 – AG ZONING
TM # 58.00-2-73.110 – PERMIT APPLICATION 287

PRELIMINARY/FINAL SUBDIVISION APPROVAL

WHEREAS, the Town of Hopewell Planning Board (hereinafter referred to as Planning Board) is considering Preliminary/Final Subdivision Approval to subdivide *for Subdivision approval under TOH Subdivision Rules & Regulations, and TOH Minimum Lot & Setback Tables.* The applicants are seeking approval to subdivide a parcel into two separate parcels: Lot 1 - 4.273 acres with house and 2-barns, Lot 2 – 48.451 acres, as shown on subdivision plans prepared by Freeland Parrinello Land Surveyors dated, December 30, 2025, and all other relevant information submitted as of March 23, 2026 (the current application); and

WHEREAS, in compliance with NYS Town Law and the regulations of the State Environmental Quality Review Act (SEQR), the Town of Hopewell Planning Board declared this to be an Unlisted Action and a Determination of Non-Significance was adopted March 23, 2026; and

WHEREAS, in compliance with NYS Town Law, the Planning Board held a public hearing on the application at its meeting date of March 23, 2026; and

WHEREAS, the Planning Board has compiled the attached list of findings to be kept on file with the application in the Town Development Office, and

NOW, THEREFORE, BE IT RESOLVED, the Planning Board hereby ❒ **Approves without Conditions**;

☒ **Approves with the following Conditions**; or ❒ **Denies the application for the following reasons:**

1. The Subdivision/Site Plan approval with conditions as specified is valid for a period of 60 days from today.

The above resolution was offered by **Sara Kramer** and seconded by **Ryan Bruzda** at a meeting of the Planning Board held on Monday, March 23, 2026 Following discussion thereon, the following roll call vote was taken and recorded:

James Bator – aye Phil Bassage - absent Ryan Bruzda - aye
Sara Kramer – aye Sylvia Moore - aye Allan M. Wesche – absent Nick Sergeant - absent

I, *Shawn* L. *Cotter*, Planning Board Secretary, do hereby attest to the accuracy of the above resolution being acted upon and recorded in the minutes of the Town of Hopewell Planning Board for the March 23, 2026 meeting.

Shawn L Cotter L. S.
Shawn L. Cotter, Planning Board Secretary

TOWN OF HOPEWELL PLANNING BOARD DETERMINATION
BRYAN SEVERINO & ANDREA BROWN
SUBDIVISION
3585 STATE ROUTE 488 – AG ZONING
TM# 58.00-2-73.110 – PERMIT APPLICATION 287

APPLICANT/OWNER NAME (S) Bryan Severino and Andrea Brown

SUBJECT PROPERTY ADDRESS: 3585 State Route 488 – Clifton Springs - 14432

PROJECT: X Subdivision Site Plan Special Use Permit Area Variance

PUBLIC HEARING: Date Opened **March 23, 2026** Date Closed **March 23, 2026**

PLANNING BOARD APPROVAL: X Granted Denied Date **March 23, 2026**

VOTING: **4** AYE 0 NAY **3** ABSENT

APPROVALS/CONDITIONS OR MODIFICATIONS:

1. The Subdivision/Site Plan approval with conditions as specified is valid for a period of 60 days from today.

CERTIFIED BY: *Shawn L Cotter* **DATE:** March 23, 2026

Sara Kramer moved to adjourn, seconded.

Submitted by: *Shawn L Cotter* **L.S.**
April 28, 2026