Hopewell Planning Board.

2716 County Rd. 47 – Canandaigua – NY 14424
585-394-0036 ext. #8 – www.townofhopewellny.gov
Minutes – May 18, 2026

Present: Chairman Jim Bator, Ryan Bruzda, Sara Kramer, Duane LaPlant, Sylvia Moore, Nick Sergeant, Shawn Cotter, Brennan Marks (Marks Engineering), Rodney Thorne, Emily Mitchell (A.R. Building), Edmund Martin (Passero)

Absent: Phil Bassage, Allan Wesche

Chairman Bator called the Planning Board May 18, 2026 meeting to order at 7:00 p.m.

A block motion was made by Sylvia Moore and seconded by Nick Sergeant for the following:

Block Motion: OCPB Referral & Public Hearing for June 22, 2026– 7:00 p.m.

1. Permit Application 368 – C&B Roasters – 4200 Recreation Dr – SUP Mobile Food Service - TM 85.03-1-21.000 **(Public Hearing & County Referral)**
2. Permit Application 376 – Finred/Marks Engineering – 4303 Route 5 & 20 – SUP CMAC Events Parking TM 99.00-1-7.000 **(Public Hearing & County Referral)**
3. Permit Application 345 – Rodney Thorn – 4392 County Rd. 50 – SUP Renewal CMAC Events Parking – TM 85.03-1-3.000 **(Public Hearing)**

Motion carried.

Approval of Minutes:

Sylvia Moore moved to approve April 27, 2026 minutes as presented. Motion seconded and carried.

Public Hearing: Veterans Property Holdings – Permit Application 328
2474 State Route 21 – Tax Map 72.00-1-1.100

The Public Hearing is to consider Site Plan approval for Veterans Property Holdings of 2474 State Route 21, Canandaigua, NY. Applicant is seeking to build a new Cold Storage addition, with site improvements, in compliance with TOH Zoning Ordinance Chapter XVI. TM 72.00-1-1-100 - Zoned I-1

There were no comments from the public.

Nick Sergeant moved to close the public hearing for application 328, Veteran Property Holdings, 2474 State Route 21. Motion seconded and carried.

Site Plan Review: Veterans Property Holdings – Permit Application 328
2474 State Route 21 – Tax Map 72.00-1-1.100
OCPB Review & Comments – SEAF Part II & III – PB Determination

OCPB Comments:

Comment

1. Protection of water quality/quantity is a stated goal of the Ontario County Planning Board. The applicant is encouraged to minimize impervious surface coverage where feasible and incorporate effective stormwater management practices, including consideration of low-impact development and green infrastructure measures to reduce runoff and promote groundwater recharge.

Brennan Marks stated Potter Heating & Plumbing is seeking to place a cold storage addition on the premises, as indicated on the sketch plan brought before the Planning Board at the April 2026 meeting. He added, there is no additional parking necessary for the employees. The HVAC business is not retail and therefore few customers will be entering the property.

Mr. Marks stated there is minimal impervious surface, gutters will be placed on the building and will have minimal water discharge.

At the April meeting the Board requested a letter from SHPO concerning an archaeological study (*Letter attached)*, and the final site plan should include the elevations.

New York State Parks, Recreation and Historic Preservation

KATHY HOCHUL
Governor

KATHY MOSER
Acting Commissioner

May 06, 2026

Lindsey Tidd
Marks Engineering, P.C.
4303 New York 5
Canandaigua, NY 14424-2055

Re: SEQRA
Potter HVAC Cold Storage Addition
2474 State Route 21, Canandaigua, NY 14424
26PR03569

Dear Lindsey Tidd:

Thank you for requesting the comments of the Office of Parks, Recreation and Historic Preservation (OPRHP). We have reviewed the project in accordance with the New York State Historic Preservation Act of 1980 (Section 14.09 of the New York Parks, Recreation and Historic Preservation Law). These comments are those of the OPRHP and relate only to Historic/Cultural resources. They do not include potential environmental impacts to New York State Parkland that may be involved in or near your project.

Based upon this review, it is the opinion of OPRHP that no properties, including archaeological and/or historic resources, listed in or eligible for the New York State and National Registers of Historic Places will be impacted by this project.

If further correspondence is required regarding this project, please be sure to refer to the OPRHP Project Review (PR) number noted above. If you have any questions, please contact Sara Evenson at the following email address:

Sara.Evenson@parks.ny.gov

Sincerely,

R. Daniel Mackay

Deputy Commissioner for Historic Preservation
Division for Historic Preservation

New York State Office of Parks, Recreation and Historic Preservation
Division for Historic Preservation, Peebles Island, PO Box 189, Waterford, New York 12188-0189
(518) 237-8643 • https://parks.ny.gov/shpo

A block motion was made by Nick Sergeant for SEAF Part II for No, or small impact. Motion seconded and carried.

Project: Veterans Properties - # 328
Date: May 18, 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: Veteran Property Holdi
Date: 5/18/2026 / #328

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.

Hopewell Planning Board	May 18, 2026
Name of Lead Agency	Date
James Bator	Planning Board Chairman
Print or Type Name of Responsible Officer in Lead Agency	Title of Responsible Officer
James Bator	
Signature of Responsible Officer in Lead Agency	Signature of Preparer (if different from Responsible Officer)

TOWN OF HOPEWELL PLANNING BOARD RESOLUTION
VETERANS PROPERTY HOLDINGS
2474 STATE ROUTE 21 – I-1 ZONING
TM# 72.00-1-1-100 – APPLICATION PERMIT #328
SITE PLAN APPROVAL

SEQR – DETERMINATION OF NON-SIGNIFICANCE RESOLUTION

WHEREAS, the Town of Hopewell Planning Board (hereinafter referred to as "Planning Board") is considering Site Plan Approval to construct a new Cold Storage building addition with site improvements, site plans submitted by Marks Engineering, and all other relevant information pertaining to the application submitted as of May 18, 2026 (the current application); and

WHEREAS, in compliance with NYS Town Law, the Planning Board held a public hearing on the application at its meeting date of May 18, 2026 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 as this was identified as an Unlisted Action; 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 created a material demand for other Actions that would result in one of the above consequences;

(ix) 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

(x) 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 **Nick Sergeant** and seconded by **Duane LaPlant** at a meeting of the Planning Board held on Monday, May 18, 2026. Following discussion thereon, the following roll call vote was taken and recorded:

James Bator – aye Sara Kramer – aye Phil Bassage – absent
Alternate: Duane LaPlant – aye Sylvia Moore – aye Allan M. Wesche - absent
Ryan Bruzda – aye Nick Sergeant - 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 May 18, 2026 meeting.

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

TOWN OF HOPEWELL PLANNING BOARD RESOLUTION
VETERANS PROPERTY HOLDINGS
2474 STATE ROUTE 21 – I-1 ZONING
TM# 72.00-1-1-100 – APPLICATION PERMIT #328
SITE PLAN APPROVAL

PRELIMINARY/FINAL SITE PLAN APPROVAL RESOLUTION

WHEREAS, the Town of Hopewell Planning Board (hereinafter referred to as "Planning Board") is considering Site Plan Approval to construct a new Cold Storage building addition with site improvements, site plans submitted by Marks Engineering, and all other relevant information pertaining to the application submitted as of May 18, 2026 (the current application); and

WHEREAS, in compliance with NYS Town Law, the Planning Board held a public hearing on the application at its meeting date of May 18, 2026; and

WHEREAS, the Planning Board has reviewed the Short Environmental Assessment Form (EAF) Part II & III, 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 II and Part III of the Short EAF as this was identified as an Unlisted Action; and

NOW, THEREFORE BE IT RESOLVED that the Planning Board does hereby designate itself as lead agency for the proposed development above herein; 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. Building permit to be obtained from Code Enforcement Office prior to construction.

The above resolution was offered by **Sylvia Moore** and seconded by **Ryan Bruzda** at a meeting of the Planning Board held on Monday, May 18, 2026 Following discussion thereon, the following roll call vote was taken and recorded:

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

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 May 18, 2026 meeting.

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

TOWN OF HOPEWELL PLANNING BOARD RESOLUTION
VETERANS PROPERTY HOLDINGS
2474 STATE ROUTE 21 – I-1 ZONING
TM# 72.00-1-1-100 – APPLICATION PERMIT #328 SITE PLAN

APPLICANT/OWNER NAME (S) **Veteran Property Holdings/ Potter Heating & Cooling**

SUBJECT PROPERTY ADDRESS: 2474 State Route 21 - Canandaigua

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

PUBLIC HEARING: Date Opened **May 18, 2026** Date Closed **May 18, 2026**

PLANNING BOARD APPROVAL: [X] Granted Denied Date **May 18, 2026**

VOTING: 6 AYE (includes alternate vote) 0 NAY 2 ABSENT

APPROVALS/CONDITIONS OR MODIFICATIONS:

1. **Building permit to be obtained from Code Enforcement Office prior to construction.**

CERTIFIED BY: *Shawn L Cotter* **DATE:** May 18, 2026

Site Plan Amendment Review - Permit Application 347 – AR Building/Hopewell Apartments
County Rd 10 – Seeking Amendment Approval for approved Site Plan (2/26/2024) TM 85.00-1-80.120

1. Footprint remains the same – Sidewalks added (No OCPB/PH)

Edmund Martin (Passero & Associates) stated the A.R. Building project is seeking approval for an amendment to the previously approved site plan February 20, 2024. The proposed changes for buildings 4-25 include first floor sidewalk entrances with separate entries. The footprint does not exceed the original site plan; it is actually somewhat reduced. Plantings will remain the same and additional lighting will be dark-sky compliant.

Changes to the plans were necessary since there has been a change in the electric utility to natural gas.

Emily Mitchell stated there will be no change to the impervious surface.

The Board briefly discussed the application.

TOWN OF HOPEWELL PLANNING BOARD RESOLUTION
AR HOPEWELL APARTMENTS
COUNTY ROAD 10 – TM 85.00-1-80.120
PERMIT APPLICATION 347 – HDR ZONING

SITE PLAN AMENDMENT

WHEREAS, the Town of Hopewell Planning Board (hereinafter referred to as the Planning Board), has received an application for an Amended Site Plan for the construction of 25 two-story apartment buildings totaling 199 units, a clubhouse, pool, and fitness center, and parking with access provided by a 60' wide access and utility easement connecting to CR-10 on a 22.7 Acre Parcel located in the Town of Hopewell, as described in the Site Plan dated August 2023, revised and approved February 20, 2024, and all other relevant information submitted as of May 18, 2026 (the current application); and

WHEREAS, the Planning Board determined that said Action was classified as a Type 1 Action under Part 617 of the State Environmental Quality Review (SEQR) Regulations; and

WHEREAS, the Planning Board completed Part 2 and Part 3 of the full EAF as this was identified as a Type 1 Action; and

WHEREAS, the Planning Board, in a separate resolution dated January 22, 2024, made a determination of non-significance pursuant to SEQR Part 617 of the State Environmental Quality Review (SEQR) Regulations; and

NOW, THEREFORE, BE IT RESOLVED, the Planning Board hereby ☒ **Approves with the following Amendment to the existing approved Site Plan**;

1. Building design change of buildings 4-25 with first floor exterior entrance to apartments.
2. Building seated in original location, not altering planned building footprint location.
3. No change in setbacks, volume of buildings or apartments, impervious ground, traffic flow or design, or alteration to storm water management.

The above resolution was offered by **Nick Sergeant** and seconded by **Sara Kramer** at a meeting of the Planning Board held on Monday, May 18, 2026. Following discussion thereon, the following roll call vote was taken and recorded:

James Bator – aye Phil Bassage - absent Ryan Bruzda - aye Sylvia Moore – aye Sara Kramer – aye
Nick Sergeant – aye Allan M. Wesche – absent ALT - Duane LaPlant – 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 May 18, 2026 meeting.

Shawn L. Cotter, L.S.
Planning Board Secretary - May 18, 2026

TOWN OF HOPEWELL PLANNING BOARD RESOLUTION
AR HOPEWELL APARTMENTS
COUNTY ROAD 10 – TM 85.00-1-80.120
PERMIT APPLICATION 347 – HDR ZONING

SITE PLAN AMENDMENT

APPLICANT/OWNER NAME (S) A.R. Building/Hopewell Apartments

SUBJECT PROPERTY ADDRESS: County Road 10 - Canandaigua

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

PUBLIC HEARING: Date Opened _____ Date Closed

PLANNING BOARD APPROVAL: [X] Granted Denied Date **May 18, 2026**

VOTING: 6 AYE (including alternate) 0 NAY 2 ABSENT

APPROVALS/CONDITIONS OR MODIFICATIONS:

1. Building design change of buildings 4-25 with first floor exterior entrance to apartments.
2. Building seated in original location, not altering planned building footprint location.
3. No change in setbacks, volume of buildings or apartments, impervious ground, traffic flow or design, or alteration to storm water management.

CERTIFIED BY: *Shawn L Cotter* **DATE:** May 18, 2026

Submitted by Shawn L Cotter – June 23, 2026