



VILLAGE OF GENESEO

119 MAIN STREET
GENESEO, NY 14454

585-243-1177
<https://geneseony.org/village/>

ZONING BOARD OF APPEALS AREA & USE VARIANCE APPLICATION

NOTICE TO ALL APPLICANTS:

The Village of Geneseo Zoning Board of Appeals (ZBA) pursuant to § 130-17; Powers and duties of Zoning Board of Appeals, reviews submitted applications on a first-come-first-served basis. The number of applications scheduled for review will vary depending upon the number and difficulty of the applications received. The objective of the ZBA is to process all applications in a timely and efficient manner.

It is the responsibility of the applicant that all forms are filled out completely and accurately prior to the application being processed. All completed applications are subject to the rules and standards set forth by the Village of Geneseo and State statutes. The Building & Zoning Department does not guarantee any board approvals for completed applications.

Index of Materials in Package

- Cover Pg. 1
- Meeting Calendar Pg. 2
- Procedure to Petition for a Variance Pg. 3
- Area Variance Guide for Applicants Pg. 4
- Use Variance Guide for Applicants Pg. 5
- Area & Use Variance Application Form Pg. 6
- Statement of Hardship – Area Variance Pg. 7
- Statement of Hardship – Use Variance Pg. 8
- Area & Use Variance Checklist Pg. 9
- Consultant Fee Form Pg. 10
- Disclosure Affidavit Pg. 11
- Authorized Representative Form Pg. 12
- Agricultural Data Statement Pg. 13
- Short EAF Part 1 Pg. 14

Appendix

- Planning Application Process Flowchart
- Village of Geneseo Zoning Map
- Agricultural District Map
- County Planning Board Referral Map

FOR OFFICE USE ONLY:

Project Name / Address

Application Reviewed Complete

CEO _____ Date _____

Planning Board Approval NA

Chairperson _____ Date _____

Zoning Board Approval NA

Chairperson _____ Date _____

Member _____ Date _____

Member _____ Date _____

Member _____ Date _____

All forms must be completed and signed prior to the application being processed

2026 BOARD CALENDAR

Meetings dates & times are subject to change

APPLICATION DEADLINE 1 12:00pm	PLANNING REVIEW COMMITTEE (PRC)²	LIVINGSTON COUNTY DEADLINE	ZONING BOARD OF APPEALS³	LIVINGSTON COUNTY Meeting: 7:00pm	PLANNING BOARD⁴ Meeting: 4:30pm
January 7 th	January 14 th	February 2 nd	February 4 th	February 12 th	February 18 th
February 4 th	February 11 th	March 2 nd	March 4 th	March 12 th	March 18 th
March 4 th	March 11 th	March 30 th	April 1 st	April 9 th	April 15 th
April 1 st	April 8 th	May 4 th	May 6 th	May 14 th	May 20 th
May 6 th	May 13 th	June 1 st	June 3 rd	June 11 th	June 17 th
June 3 rd	June 10 th	June 29 th	July 1 st	July 9 th	July 15 th
July 1 st	July 8 th	August 3 rd	August 5 th	August 13 th	August 19 th
August 5 th	August 12 th	August 31 st	September 2 nd	September 10 th	September 16 th
September 2 nd	September 9 th	September 28 th	October 7 th	October 8 th	October 21 st
October 7 th	October 14 th	November 2 nd	November 4 th	November 12 th	November 18 th
November 4 th	November 11 th	November 30 th	December 2 nd	December 10 th	December 16 th
December 2 nd	December 9 th	December 28 th	January 6 th , 2027	January 14 th , 2027	January 20 th , 2027

1. All completed applications are to be submitted to the Village Code Enforcement Department by 12:00pm on the deadline day. The Applicant will be notified of their scheduled meeting. If your application is considered incomplete, the applicant will be notified and will not be placed on an agenda until the requested information has been submitted to the Village Code Enforcement Department.
2. An applicant may attend the PRC meeting if desired. The Sketch Plan conference will be held at the first Planning Board meeting following the deadline date; the applicant can submit a waiver from the Sketch Plan requirement if desired using the Village's Waiver Form.
3. Where an application requires Variance approval from the ZBA and Livingston County Planning Board (LCPB) review, the LCPB has 30 days to review before the ZBA can take action. In such cases, the application shall be placed on the subsequent ZBA agenda following the LCPB meeting.
4. If the application only requires Planning Board review with no referrals to the Zoning Board of Appeals, Livingston County Planning Board, or a Public Hearing, the Code Enforcement Officer may allow the application to be heard at the same month's Planning Board Meeting. If a SEQR coordinated review or public hearing is required, the application may be heard at the same month's Planning Board Meeting to initiate these items.



VILLAGE OF GENESEO

119 MAIN STREET
GENESEO, NY 14454

585-243-1177

<https://geneseony.org/village/>

PROCEDURE TO PETITION FOR VARIANCE

1. Apply for a Zoning Permit. If denied, a written Petition for a Variance must be submitted to the Code Enforcement Department within 45 days with all filing fees payable to Village of Geneseo.
2. Petition for a Variance should contain the following:
 - a) Name and address of the applicant.
 - b) Name and address of the owner of the lot(s) to be affected by such proposed appeal.
 - c) Description and location of the lot(s) to be affected by such proposed appeal. Also, copy of Tax map which can be obtained from the Town Assessor.
 - d) Statement of the present zoning classification of the lot(s) in question, the improvements thereof, and the present use of thereof.
 - e) A reasonably accurate description of the present improvements, and the additions or changes intended to be made under this application, indicating the size of such proposed improvements, material and general construction thereof.
 - f) A sketch plan (plot plan) of the real property to be affected, indicating the location and size of the lot and the size of any improvements thereon or proposed to be erected.
 - g) Petition must contain sufficient allegations to comply with the relief requested depending upon the type of relief sought, i.e. use or area variance. This information should be sufficiently complete to meet the burden upon the Petitioner to convince the appropriate Board that the relief requested may legally be granted pursuant to the process.
 - h) Short Environmental Assessment Form- Part 1, must be completed and submitted with the Variance Application.
3. The Planning and Zoning Office will submit the Petition for a Variance to the Livingston County Planning Board for their review and recommendation. Use Variances will also be submitted to the Village Planning Board for review. After review by the Livingston County Planning Board, the Zoning Board of Appeals will hold a Public Hearing within 45 days. Notice of this Public Hearing will be advertised in local newspaper at least 5 days prior to the Hearing, and all property owners within 500 feet of the property will be notified by mail.
4. If a Variance is granted, the CEO will assign fees and issue a permit upon receipt of payment.

If you have any questions, contact the Code Enforcement Department at 585-243-1177 or email villagecode@geneseony.org



VILLAGE OF GENESEO

119 MAIN STREET
GENESEO, NY 14454

585-243-1177

<https://geneseony.org/village/>

GUIDE FOR APPLICANTS APPLYING FOR AN AREA VARIANCE

This publication has been written to aid potential applicants in understanding and appreciating the variance process, and to provide an explanation of the rules and standards under which variance decisions of this Village's Zoning Board of Appeals (ZBA) must be made.

What must be proven in order to be granted an Area Variance?

If requesting an Area Variance, that is, permission to build in an otherwise restricted portion of the property (such as in the required front, side or rear yard setbacks, or above the required building height, or in excess of the lot coverage regulations), then State law requires the applicant to show that the benefit the applicant stands to receive from the variance will outweigh any burden to health, safety and welfare that may be suffered by the community. State law requires the ZBA to take the following factors into consideration in making its determination:

1. Whether an undesirable change will be produced in the character of the neighborhood or a detriment to nearby properties will be created by the granting of the area variance.
2. Whether the benefit sought by the applicant can be achieved by some method, feasible for the applicant to pursue, other than an area variance.
3. Whether the requested area variance is substantial.
4. Whether the proposed area variance will have an adverse effect or impact on the physical or environmental conditions in the neighborhood or district.
5. Whether the alleged difficulty was self-created, which consideration shall be relevant to the decision of the ZBA, but shall not necessarily preclude the granting of the area variance.

The ZBA must take each one of the factors into account. The ZBA may also decide that a lesser variance than the one requested would be appropriate, or may decide that there are alternatives available to the applicant which would not require a variance.

Must the Variance, if granted, be exactly what was applied for by the applicant?

Whether the ZBA decides to grant an Area Variance, State law requires the ZBA to grant the minimum variance necessary to provide relief, while at the same time taking care to protect the character of the neighborhood and the health, safety and welfare of the community. For these same reasons, the ZBA may also impose reasonable conditions on the granting of any variance.

Will the ZBA make a decision the night of the hearing?

Once the hearing is closed, the ZBA may begin discussing the case and reach a decision, or may postpone discussion and/or its decision until a later meeting. If the ZBA deems it necessary, the hearing may be reopened at any time. Once the hearing has been finally closed, the ZBA must make its decision with 62 days.

Application Checklist: The following is required for a hearing and appeal to take place.

1. \$_____ check payable to: **Village of Geneseo**
2. Denied Zoning Permit giving the right to appeal



VILLAGE OF GENESEO

119 MAIN STREET
GENESEO, NY 14454

585-243-1177
<https://geneseony.org/village/>

GUIDE FOR APPLICANTS APPLYING FOR A USE VARIANCE

This publication has been written to aid potential applicants in understanding and appreciating the variance process, and to provide an explanation of the rules and standards under which variance decisions of this Village's Zoning Board of Appeals (ZBA) must be made.

What must be proven in order to be granted a Use Variance?

If requesting a Use Variance, that is, permission to establish a use of property not otherwise permitted in the zoning district, the applicant must approve "unnecessary hardship". To prove this, State law requires the applicant to show all of the following:

1. Under applicable zoning regulations, you cannot realize a reasonable return provided that lack of return from the subject property is substantial as demonstrated by competent financial evidence.
2. The alleged hardship relating to the property in question is unique and does not apply to a substantial portion of the district or neighborhood.
3. The requested use variance, if granted, will not alter the essential character of the neighborhood.
4. The alleged hardship has not been self-created.

If any one or more of the above factors is not proven, State law requires that the ZBA must deny the Variance.

Must the Variance, if granted, be exactly what was applied for by the applicant?

Whether the ZBA decides to grant a Use Variance, State law requires the ZBA to grant the minimum variance necessary to provide relief, while at the same time taking care to protect the character of the neighborhood and the health, safety and welfare of the community. For these same reasons, the ZBA may also impose reasonable conditions on the granting of any variance.

It shall also be understood that a property owner is not entitled to a Use Variance simply because the zoning ordinance proscribes the "highest and best" use of his/her land. The ZBA shall not grant a Use Variance solely on the grant that the variant use will yield a higher return than those permitted by the zoning regulations, or allow the property owner to compete more successfully in the market.

Will the ZBA make a decision the night of the hearing?

Once the hearing is closed, the ZBA may begin discussing the case and reach a decision, or may postpone discussion and/or its decision until a later meeting. If the ZBA deems it necessary, the hearing may be reopened at any time. Once the hearing has been finally closed, the ZBA must make its decision with 62 days.

Application Checklist: The following is required for a hearing and appeal to take place.

1. \$_____ check payable to: **Village of Geneseo**
2. Denied Zoning Permit giving the right to appeal



VILLAGE OF GENESEO

119 MAIN STREET
GENESEO, NY 14454

585-243-1177
<https://geneseony.org/village/>

AREA & USE VARIANCE APPLICATION FORM

Submit the completed application package with payment to the Code Enforcement Department. Please make checks payable to the Village of Geneseo.

Zoning Permit for denial purposes giving the right to appeal

TYPE OF VARIANCE: Area Variance Use Variance

APPLICANT INFORMATION:

Applicant: _____ Corporation Name: _____

Street Address: _____ City _____ Zip _____

Phone: _____ Fax: _____ Email: _____

PROJECT INFORMATION:

Project Name: _____ Date: _____

Project Address: _____

Tax Map ID: _____ Zoning District: _____

Is the subject property within 500' of a State or County Road or Village Boundary? Yes No
(If yes, the Village may be required to refer your application to the Livingston County Planning Board.)

Brief Summary of Variance Request: _____ Historic District: Yes No

REQUIRED DOCUMENTS:	
<input type="checkbox"/> Project Site Plans & Renderings	<input type="checkbox"/> Parcel Survey Map
<input type="checkbox"/> Application Form	<input type="checkbox"/> Denied Zoning Permit
<input type="checkbox"/> Statement of Hardship	<input type="checkbox"/> Consultant Fees Agreement
<input type="checkbox"/> Disclosure Affidavit Form	<input type="checkbox"/> Authorized Representative Form
<input type="checkbox"/> Completed Application Checklist	<input type="checkbox"/> Agricultural Data Statement (if within 500' of an agricultural district)
<input type="checkbox"/> SEQR – Short Environmental Assessment Form (EAF) Part 1	

I have examined this application and declare that it is true, correct, and complete. I understand that my application and all supporting documentation will be examined by the Zoning Board of Appeals as an integral component of deliberations.

Signature of Property Owner

Date

Signature of Applicant

Date



VILLAGE OF GENESEO

119 MAIN STREET
GENESE0, NY 14454

585-243-1177

<https://geneseony.org/village/>

AREA VARIANCE STATEMENT OF HARDSHIP

PURPOSE: The term "Area Variance" shall mean the authorization by the Zoning Board of Appeals for the use of land in a manner, which is not permitted by the dimensional or physical requirements of the applicable zoning regulations.

In deciding whether to grant an Area Variance, the Zoning Board of Appeals takes into consideration the benefit to the applicant if the variance is granted, as weighed against the detriment to the health, safety, and welfare of the neighborhood or community (**NYS Village Law § 7-712-B.3(b)(1-4)**).

In an effort to allow the Zoning Board of Appeals to grant an area variance, the applicant must present substantial evidence concerning the following statements by providing supporting evidence for each. You may attach additional sheets if necessary.

Project Name/Number: _____ Date: _____

Subject Property Address: _____

1. Will an undesirable change will be produced in the character of the neighborhood or will a detriment to nearby properties will be created by the granting of the area variance? Yes No

Explanation: _____

2. Can the benefit sought by the applicant be achieved by some method, feasible for the applicant to pursue, other than an area variance? Yes No

Explanation: _____

3. Is the requested area variance substantial? Yes No

Explanation: _____

4. Will the proposed area variance have an adverse effect or impact on the physical or environmental conditions on the neighborhood or district? Yes No

Explanation: _____

5. Is the alleged difficulty self-created? (Which consideration shall be relevant to the decision of the ZBA, but shall not necessarily preclude the granting of the area variance.) Yes No

Explanation: _____

I have examined this application and declare that is true, correct and complete upon submission. I understand that my application and all supporting documentation will be examined by the Zoning Board of Appeals as an integral component of deliberations.

Signature of Property Owner/Applicant

Date



VILLAGE OF GENESEO

119 MAIN STREET
GENESEO, NY 14454

585-243-1177

<https://geneseony.org/village/>

USE VARIANCE STATEMENT OF HARDSHIP

PURPOSE: The term "Use Variance" shall mean the authorization by the Zoning Board of Appeals for a purpose which is otherwise not allowed or is prohibited by the applicable zoning regulations.

In deciding whether to grant a Use Variance, the Zoning Board of Appeals takes into consideration the benefit to the applicant if the variance is granted, as weighed against the detriment to the health, safety, and welfare of the neighborhood or community (**NYS Village Law § 7-712-B.2(b)(1-4)**).

In an effort to allow the Zoning Board of Appeals to grant a use variance, the applicant must present substantial evidence concerning the following statements by providing supporting evidence for each. You may attach additional sheets if necessary.

Project Name/Number: _____ Date: _____

Subject Property Address: _____

1. The applicant cannot realize a reasonable return, provided that lack of return is substantial as demonstrated by competent financial evidence. Yes No

Explanation: _____

2. Is the alleged hardship, relating to the property in question, unique and does not apply to a substantial portion of the district or neighborhood? Yes No

Explanation: _____

3. Will the requested variance, if granted, alter the essential character of the neighborhood? Yes No

Explanation: _____

4. Will the alleged hardship be self-created? Yes No

Explanation: _____

5. Will the variance afford the least intrusive solution? Yes No

Explanation: _____

I have examined this application and declare that is true, correct and complete upon submission. I understand that my application and all supporting documentation will be examined by the Zoning Board of Appeals as an integral component of deliberations.

Signature of Property Owner/Applicant

Date



VILLAGE OF GENESEO

119 MAIN STREET
GENESEO, NY 14454

585-243-1177

<https://geneseony.org/village/>

AREA & USE VARIANCE CHECKLIST			
Item	Applicant Confirmation	Initial Village Review	Follow-up Village Review
A. Sketch plan, clearly designated as such, and shall identify all existing and proposed:			
1. Zoning classification, required setbacks, and dimensional requirements, as well as setback measurements for all existing and proposed buildings/structures.			
2. Lot lines, drawn to scale, and setback dimension lines.			
3. Name of owner(s) and Tax Account numbers of subject property(ies) and all adjoining properties.			
4. All existing restrictions on land use including easements, covenants or zoning lines/district.			
5. All existing and proposed utilities and streets.			
6. All existing structures, wooded areas, streams, wetlands and other significant physical features within the site plan and within 200' thereof.			
7. Proposed structures, driveways, roadways, recreation areas, drainage, sewers, and water supply (if applicable).			

**Please note that this checklist is intended to serve as an overview of the application requirements. Additional detail and specific requirements can be found in the Village Code.*



VILLAGE OF GENESEO

119 MAIN STREET
GENESEO, NY 14454

585-243-1177

<https://geneseony.org/village/>

AGREEMENT TO PAY FEES FOR CONSULTANT SERVICES INCURRED BY THE VILLAGE OF GENESEO

When reviewing an application for, or when conducting inspections in relation to an application, the Village of Geneseo, New York may determine that the assistance of outside consultants is warranted due to the size, scale or complexity of a proposed project, because of a project's potential impacts, or because the Village lacks the necessary expertise to perform the work related to the application. Whenever possible, the Village of Geneseo shall work cooperatively with the applicant to identify what scope of work shall require the employment of consultants and will provide the Applicant with an estimate of the consulting services fee.

Let it be understood and the property owner agrees that:

1. In hiring outside consultants, the Village of Geneseo may engage registered design professionals, financial analysts, planners, lawyers or other appropriate professionals who can assist the Village in analyzing a project to ensure compliance with all relevant laws, bylaws, and regulations. Such assistance may include, but not be limited to, analyzing an application, monitoring or inspecting a project or site for compliance with the Village's decision or regulations, or inspecting a project during construction or implementation.
2. Pursuant to the Village of Geneseo Code Section 130-109, Fees and charges, an applicant shall be billed for all additional costs incurred by the Planning Board or its agents (outside consultants). Final site plan approval shall not be given until all fees assessed prior have been paid in full, and letters of credit shall not be released until all remaining fees have been paid.
3. The failure of a property owner to pay any fee may be grounds for denial of a building permit. Any outstanding fees incurred by the Village of Geneseo shall be charged against the property and shall constitute a lien thereon in favor of the municipality, and the amount of such costs shall be entered on the tax rolls as being due and payable. Such fees may also be recovered in any other lawful manner.
4. Any property owner may take an administrative appeal from the selection of the outside consultant to the Village Board. Such appeal must be made in writing and may be taken only within twenty (20) days after the Village has mailed or hand-delivered notice to the property owner of the selection. The grounds for such an appeal shall be limited to claims that the consultant selected has a conflict of interest or does not possess the minimum required qualification. The required time limit for action upon an application by the Village Board shall be extended by the duration of the administrative appeal. In the event that no decision is made by the Village Board within one month following the filing of the appeal, the selection made by the Village of Geneseo shall stand.

I hereby understand and agree to the above requirements, procedures, and associated fees that may result from my application. I understand that my application and all supporting documentation will be examined by the Village of Geneseo as an integral component of deliberations.

Signature of Property Owner

Date

Signature of Applicant

Date



VILLAGE OF GENESEO

119 MAIN STREET
GENESEO, NY 14454

585-243-1177

<https://geneseony.org/village/>

DISCLOSURE AFFIDAVIT (GML § 809)

The Applicant has read and is familiar with the provisions of the General Municipal Law, Section 809, which states:

1. Every application, petition or request submitted for a variance, amendment, change of zoning approval of plat, exemption of plat or official map, license or permit, pursuant to the provisions of any ordinance, local law, rule or regulation constituting the zoning and planning regulations of a municipality shall state the name, residence and the nature and extent of the interest of any state officer or any officer or employee of such municipality or of a municipality or a part, in the person, partnership or association making such application, petition or request (hereinafter called the applicant) to the extent known to such applicant.
2. For the purpose of this section of State law, an officer or employee shall be deemed to have an interest in the applicant when he, his spouse, or their brothers, sisters, parents, children, grandchildren, or the spouse of any of them:
 - a) Is the applicant, or
 - b) Is an officer, director, partner or employee of the applicant, or
 - c) Legally or beneficially owns or controls stock of a corporate applicant or is a member of a partnership or association applicant, or
 - d) Is a party to an agreement with such an applicant, express or implied, whereby he may receive any payment or other benefit, whether or not for services rendered, dependent or contingent upon the favorable approval of such application, petition or request.
3. *(Not Applicable. Relates to the County of Nassau.)*
4. Ownership of less than five per cent of the Stock of a corporation whose stock is listed on the New York or American Stock Exchanges shall not constitute an interest for the purposes of this section.
5. A person who knowingly and intentionally violates this section shall be guilty of a misdemeanor.

If a Village of Geneseo officer, employee or relative of either as defined in the General Municipal Law, Section 809, has any interest in this application, the full particulars are provided on an attached sheet.

OWNER'S AGREEMENT TO CONTENTS OF APPLICATION

It is hereby understood that the contents of this entire application is hereby subscribed by the property owner, all matters understood and agreed to, and it is hereby affirmed by the owner as true under the penalties for perjury.

Print Name of Property Owner

Signature of Property Owner

Date



VILLAGE OF GENESEO

119 MAIN STREET
GENESE0, NY 14454

585-243-1177

<https://geneseony.org/village/>

AUTHORIZED REPRESENTATIVE FORM

WHEN TO USE THIS FORM: This Authorized Representative form is enclosed if the owner would like someone to represent him/her/they at the public meeting and hearing. Please complete this form and submit it to the Code Enforcement Department. The owner is responsible to notify his/her/their representative of the time and place of the public meeting and hearing.

OWNER INFORMATION

Property Owner Name: _____

Address: _____

Telephone: _____

Email: _____

REPRESENTATIVE INFORMATION

Representative's Name: _____

Address: _____

Telephone: _____

Email: _____

The Owner hereby permits the Authorized Representative to act on his/her/their behalf regarding an application submitted to the Village of Geneseo, New York. Such Owner authorizes this Village to release any or all information relating to this application to this Authorized Representative.

Signature of Property Owner

Date

STATE OF NEW YORK

SS: _____

COUNTY OF: _____

On this _____ day of _____ 20____, before me personally came _____,

to me known and known to me to be the person described in and who executed the foregoing instrument and he/she acknowledged to me that he/she executed the same.

Notary Public



VILLAGE OF GENESEO

119 MAIN STREET
GENESEO, NY 14454

585-243-1177

<https://geneseony.org/village/>

AGRICULTURAL DATA STATEMENT

Instructions: This form must be completed for any application for a Special Use Permit, Site Plan approval, Use Variance or a Subdivision approval requiring municipal review that would occur on property within 500 feet of a farm operation located in a NYS Dept. of Ag & Markets certified Agricultural District.

APPLICANT INFORMATION:

Applicant: _____ **Corporation Name:** _____

Street Address: _____ **City** _____ **Zip** _____

Phone: _____ **Fax:** _____ **Email:** _____

TYPE OF APPLICATION: Special Use Permit Site Plan Review Subdivision Review Use Variance Area Variance

DESCRIPTION OF PROPOSED PROJECT:

PROJECT INFORMATION:

Project Name: _____ **Date:** _____

Project Address: _____

Tax Map ID: _____ **Zoning District:** _____

Is this parcel within an Agricultural District? Yes No (Check with your local Assessor if you do not know)

If YES, Agricultural District Number _____

Is this parcel actively farmed? Yes No

Type of farm operation: _____ **Acreage:** _____

List all farm operations within 500 feet of your parcel. Attach additional sheets if necessary:

Name/Address (Please list if property is actively farmed):

- a. _____
- b. _____
- c. _____
- d. _____

Signature of Property Owner

Date

Short Environmental Assessment Form

Part 1 - Project Information

Instructions for Completing

Part 1 – Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 – Project and Sponsor Information			
Name of Action or Project:			
Project Location (describe, and attach a location map):			
Brief Description of Proposed Action:			
Name of Applicant or Sponsor:		Telephone:	
		E-Mail:	
Address:			
City/PO:		State:	Zip Code:
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.		NO <input type="checkbox"/>	YES <input type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval:		NO <input type="checkbox"/>	YES <input type="checkbox"/>
3. a. Total acreage of the site of the proposed action? _____ acres			
b. Total acreage to be physically disturbed? _____ acres			
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres			
4. Check all land uses that occur on, are adjoining or near the proposed action:			
5. Urban Rural (non-agriculture) Industrial Commercial Residential (suburban)			
<input type="checkbox"/> Forest Agriculture Aquatic Other(Specify):			
<input type="checkbox"/> Parkland			

5. Is the proposed action,	NO	YES	N/A
a. A permitted use under the zoning regulations?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
b. Are public transportation services available at or near the site of the proposed action?	<input type="checkbox"/>	<input type="checkbox"/>	
c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	<input type="checkbox"/>	<input type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: _____ _____	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: _____ _____	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____ _____	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places? b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency? b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest Agricultural/grasslands Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, a. Will storm water discharges flow to adjacent properties? b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe: _____ _____	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment: _____ _____	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
49. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____ _____	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____ _____	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE Applicant/sponsor/name: _____ Date: _____ Signature: _____ Title: _____		



VILLAGE OF GENESEO

119 MAIN STREET
GENESEO, NY 14454

585-243-1177

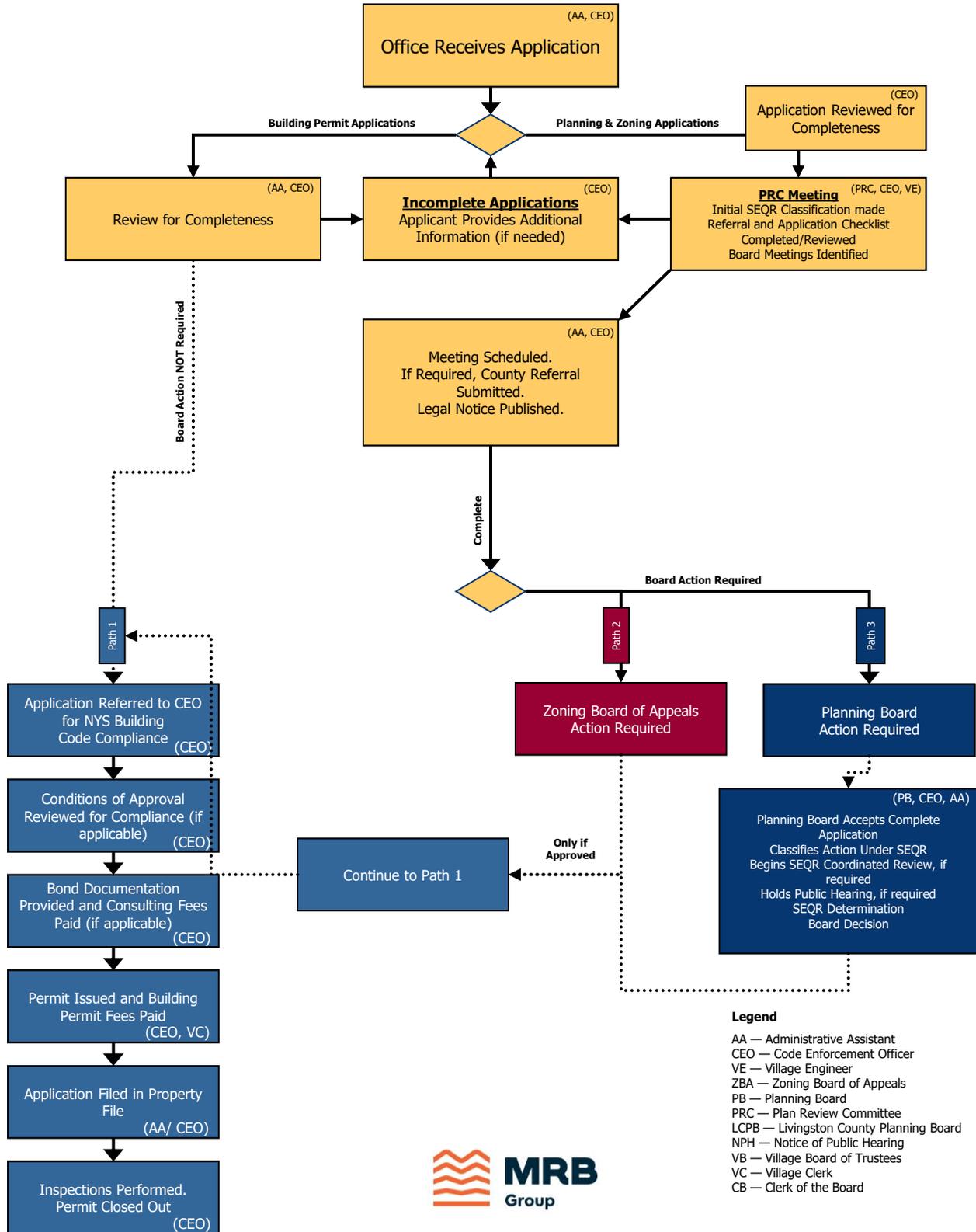
<https://geneseony.org/village/>

APPENDIX

- Planning Application Process Flowchart
- Village of Geneseo Zoning Map
- Agricultural District Map
- County Planning Board Referral Map

Village Development Action Chart

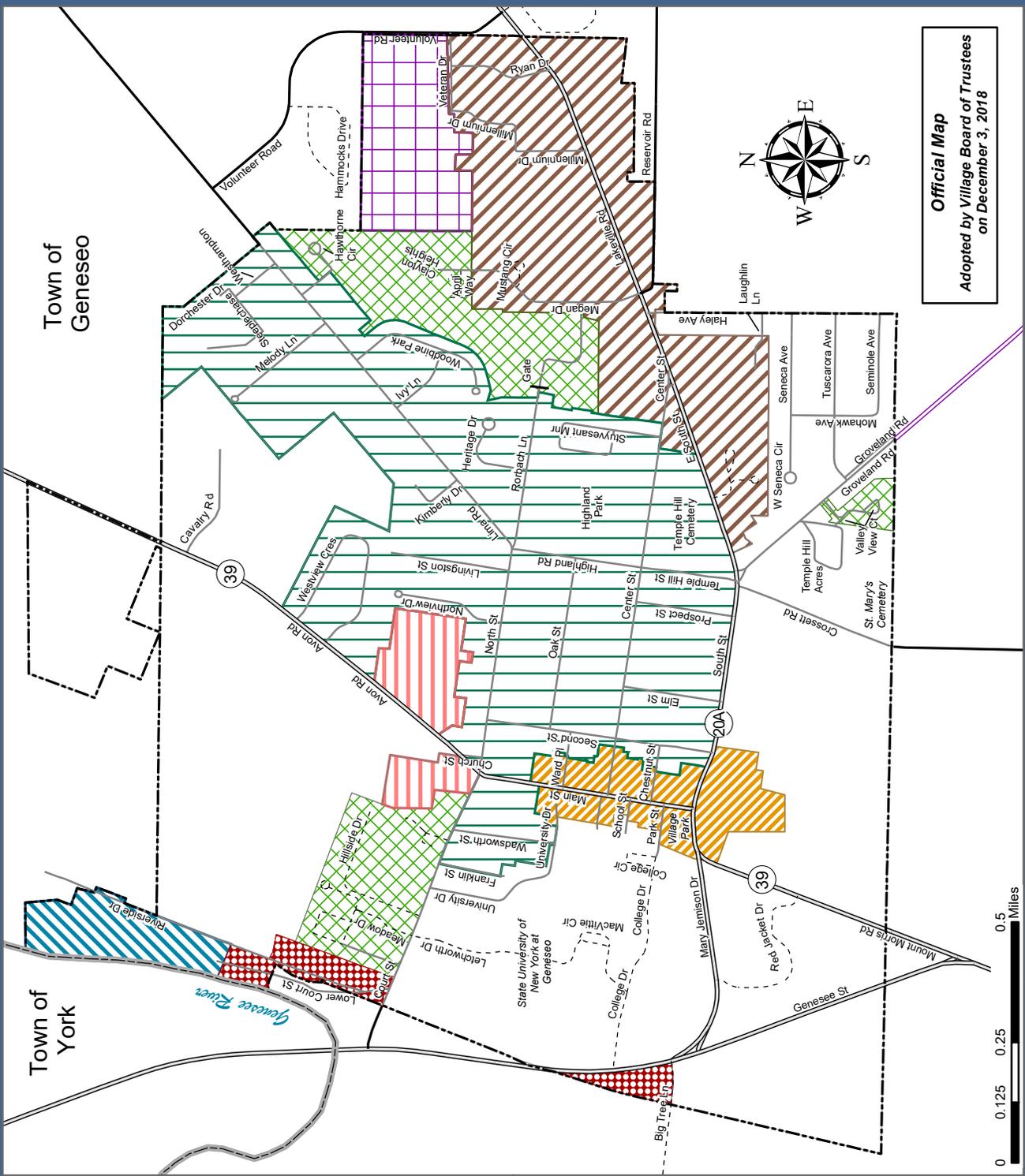
Application Process



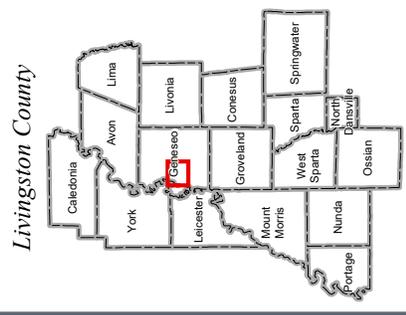
Village of Geneseo

Zoning

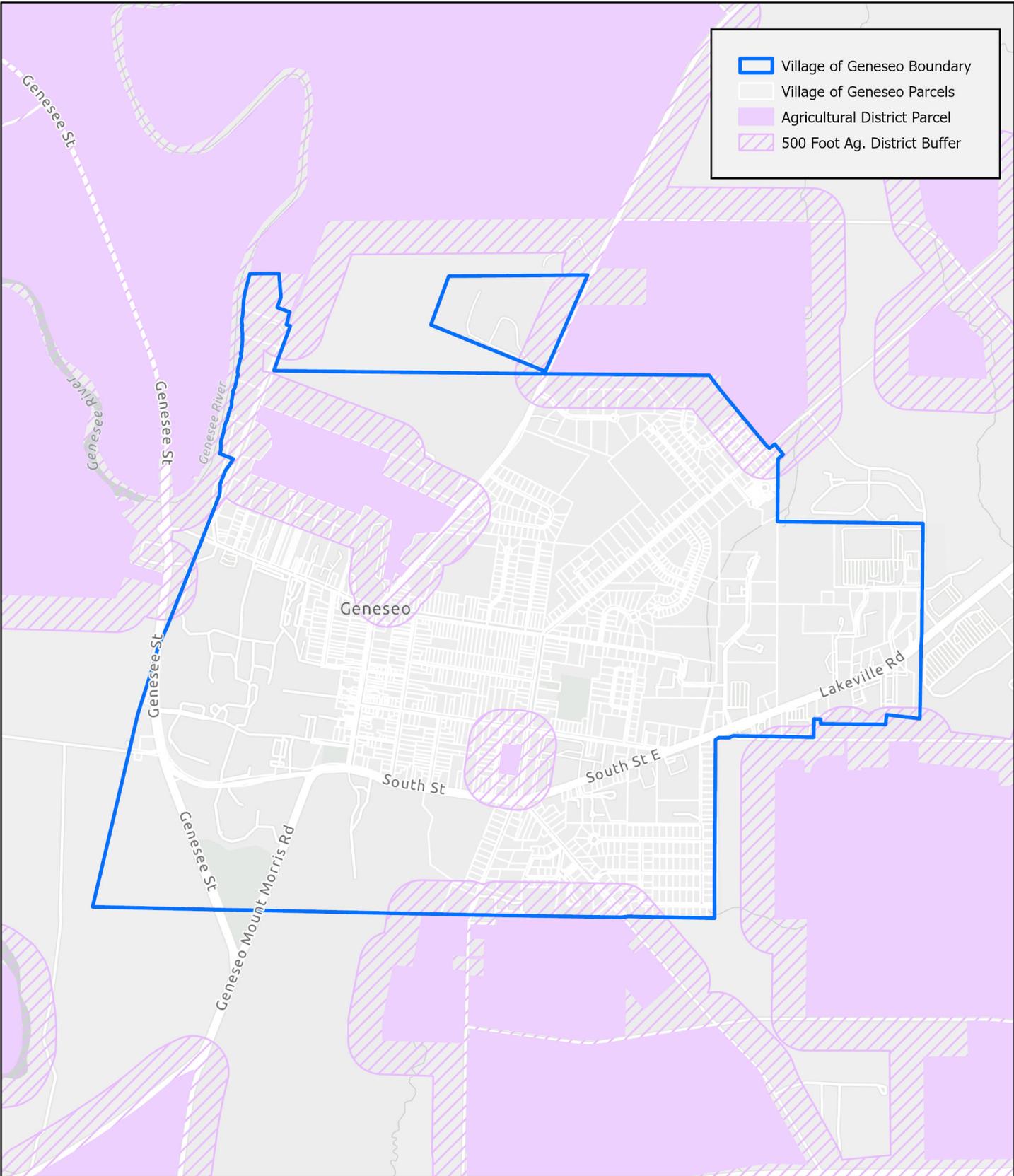
- Legend**
- Residential (R-1)
 - Residential (R-2)
 - Residential (R-3)
 - Community Resources (CR)
 - Mixed Use (MU-1)
 - Mixed Use (MU-2)
 - Commercial (C-1)
 - Commercial/Industrial (CI-1)
 - WMU (Waterfront Mixed Use)
 - State Highway
 - County Highway
 - Town Road
 - Village Road
 - Private Road



Official Map
 Adopted by Village Board of Trustees
 on December 3, 2018



Map prepared by the Livingston County
 Planning Department, November 2009,
 rev. 2011, 2019
 M:\Arcview\Geneseo\geneseo_village\geneseo_...
 official_Dec2018.mxd



	Village of Geneseo Boundary
	Village of Geneseo Parcels
	Agricultural District Parcel
	500 Foot Ag. District Buffer



MRB
Group

1" = 2,000'

3/28/2025



APPLICATION PACKAGE UPDATE

VILLAGE OF GENESEO

AGRICULTURAL DISTRICTS

SHEET NO.	
PROJECT NO.	0712.13001

Village of Geneseo

Referrals to County Planning Board

- Parcels Within 500 feet of CPB Referral
- Parcels Not Within 500 feet of CPB Referral
- Triggers
- Town Boundary
- Village Boundary
- State Highway
- County Highway
- Town Road
- Village Road
- Private Road

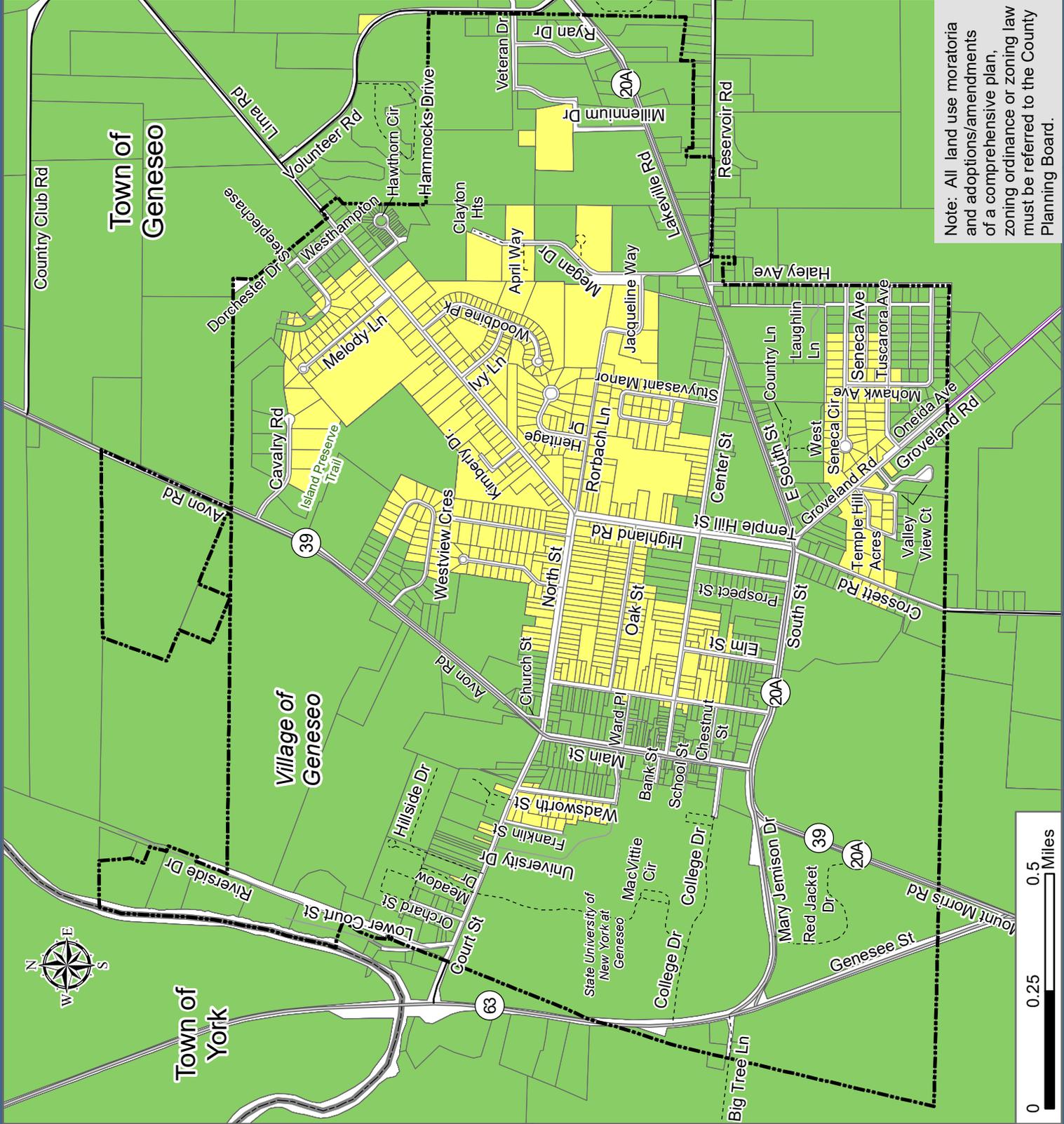
Actions Subject to CPB Review:

- Approval of site plans
- Granting of use or area variances
- Issuance of conditional/special use permits
- Other authorizations that a referring body may issue under the provisions of any zoning ordinance or local law
- Subdivisions

Within 500 feet of:

- A municipal boundary
- The right-of-way of any state or county road
- A state or county park or recreation area
- State or county land on which a public building or institution is located.
- A farm operation within Agricultural District #1, #2 or #3
- Existing or proposed right-of-way of any county stream or drainage channel

Map created by the Livingston County Planning Department - October 2023
 M:\ARCVIEW\PlanningBoard\CPB\Briggs2023\geneseo_village_CPBriggs2023.mxd



Note: All land use moratoria and adoptions/amendments of a comprehensive plan, zoning ordinance or zoning law must be referred to the County Planning Board.