

TOWN OF RICHMOND
COMPREHENSIVE PLAN
Adopted November, 2004
Reviewed April, 2009

In 1998 the Richmond Town Board determined that the Town's Master Plan was badly in need of total revision. Thus began an arduous and lengthy process, which has resulted in the Comprehensive Plan, which begins on page 2.

The first step in this process was the formation of a committee drawn from the community to research and give direction. Their recommendation was to prepare and distribute a survey to determine public attitudes toward a variety of issues related to the future of our town.

During the next few months, responses to this survey came in at a rate far exceeding expectations. This information was tallied, categorized and recorded by a committee of dedicated volunteers. Although this led to the schedule for the Comprehensive Plan to be pushed back, the results from this survey proved to be invaluable in the writing of this document.

After the survey results were complete, new sub-committees were formed to use this data and other research efforts to give guidance to broader categories. These sub-committees were made up of individuals from various segments of the community and, again, their efforts were invaluable in the final writing of this document.

The Town of Richmond Comprehensive Plan is a blend of three main elements: the results of the survey of Richmond residents; recommendations of the sub-committees; and ideas and proposals from the plans of neighboring towns with similar concerns and goals.

The plan is designed to provide firm guidelines of goals and objectives relating to the Town of Richmond's growth and development. It is also designed to develop procedures for carrying out these objectives. Since conditions and goals change continually, revisions will be necessary. The Richmond Planning Board, at the direction of the Town Board, will update the Comprehensive Plan at a maximum interval of every five years.

Finally, the Town of Richmond's Comprehensive Plan is a combination of vision, experience and dedication. The gratitude of the entire town goes to those who have dedicated themselves to creating it and to those who will continue to update and improve it.

I. CONSERVATION, OPEN SPACE and ENVIRONMENTAL PROTECTION.

GOAL: To improve the condition of the environment and to preserve and protect it from degradation.

A.

Protection of natural resources, open space, environmentally sensitive areas, established wildlife areas and unique natural areas.

1. Pursuant to Section 278 of NYS Town Law, prepare and adopt an amendment to the land subdivision regulations to give the Planning Board and landowner's the option to create clustered subdivisions.
2. Prepare and adopt a policy concerning the use and acceptance of conservation easements for protection of common open space required pursuant to land subdivision regulations.
3. Prepare an Open Space Plan and Map for the protection of areas of environmental concern. (i.e. wetlands, Honeoye Lake, etc.)
4. Designate Critical Environmental Areas (CEA) pursuant to New York State Environmental Quality Review regulations for an additional level of environmental assessment for the areas identified on the Open Space Map.

B. Protection of water and air quality and minimal impacts from erosion, sedimentation and drainage.

1. Prepare and adopt land use regulations that address storm water management, stream corridor management, groundwater management, and erosion and sedimentation control.
2. Prepare and conduct an educational workshop with municipal officials (Planning Board, Code Enforcement Officer, etc.) concerning the implementation of the land use regulation.

C. Protect, preserve, and enhance the quality of the environment in Honeoye Lake and its watershed.

1. Encourage environmentally beneficial land uses and land controls in the watershed.
2. Identify and encourage lake specific activities to improve water quality and enhance aquatic habitat.
3. Encourage cooperation among towns, county, state, property owners, and residents to advance the above mentioned preservation and enhancement strategies.

D. Future development directed toward areas that are least likely to be harmed.

1. Revise the Zoning Law to encourage development in the less sensitive areas of the community (i.e. along Main Street and County Road #37) to ensure the Hamlet of Honeoye remains the business and commercial core for the community.

E. Fair distribution of the costs and benefits of open space that is provided for the public.

1. Review the policy guidelines for the Planning Board to implement regarding the reservation of parkland or open space during the land subdivision approval process or payments in-lieu of land dedication.
2. Establish a dedicated Parkland Fund.
3. Prepare and adopt a public policy concerning the use and acceptance of conservation easements for protection and future acquisition of common open space.

II GROWTH MANAGEMENT

GOAL: To shape and improve the quality of the environment by managing growth so as to provide for the needs of the residents of the Town of Richmond and maintain and improve the character of the Town and Hamlet of Honeoye for future generations.

A.

Land use, development and environmental regulations, which are in accordance with the Comprehensive Plan.

1. Integrate the decision making process of municipal boards and officials with the policy statements of the Comprehensive Plan. (Reinforce that all decisions should be made in accordance with the Comprehensive Plan.)
2. Enact procedure to update the Town of Richmond Zoning Law to adopt recommendations of the Comprehensive Plan.

B. Criteria, guidelines and procedures for the various land use decisions made by Town Boards and Officials.

ADMINISTRATIVE

1. Ensure that municipal boards and zoning office be made aware of new enabling legislation enacted at the State level which would require amendment of local land use regulations.
2. A procedure should be enacted to integrate the responsibility of the 9-1-1 Addressing Official with the Planning Board during the preliminary subdivision approval process.
3. Continue the requirement that Planning Board and Zoning Board members receive education and training on an annual basis. Sources of information include the NY Planning Federation, Genesee/Finger Lakes Regional Planning Council workshops, Ontario County Planning Board workshops, conferences, etc.

ZONING

1. Adopt Site Plan Approval regulations to be consistent with recent amendments to the controlling statute of New York State Law.
2. Possibly revise the Special Use Permit section by granting the Special Use Permit authority to the Planning Board.
3. Revise mobile home and mobile home park regulations to be more consistent with New York State legislation dealing with manufactured housing.
4. Revise home-occupation section to implement stricter review process for home businesses in residential zones.

LAND SUBDIVISION

1. Pursuant to Section 278 of NYS Town Law, prepare and adopt an amendment to the land subdivision regulations to give the Planning Board and landowner's the option to create clustered subdivisions.
2. Investigate recent amendments to the controlling statute of New York State law to determine if changes are necessary in the Town of Richmond Subdivision Regulations.
3. Amend current regulations to include review process and approval by Planning Board for any change in lot lines.
4. Increase road frontage requirements in a revised zoning ordinance.

C. Efficient use of public infrastructure and facilities.

1. Direct major developments to areas where adequate public infrastructure and facilities exist and can accommodate such use.

D. The Hamlet of Honeoye remains the business and commercial core for the community.

1. Continue to direct the commercial growth within Honeoye by implementing the following:
 - a. Change the NE, SE, and SW corners of the intersection of County Roads 15 and 37 to A District (Agricultural) from E District.
 - b. On the south side of Route 20A from Honeoye Creek to the J & S Property, change to E District (Business) from F District.
 - c. In F District on East Lake Road on lots where 3M buildings are located leave as F District and change balance to Recreational/Residential District.
2. Review current regulations to update permitted and specially permitted uses in non-residential zones.

E. Support and promote the existing industrial and commercial land use centers within the Town.

1. Continue to support the existing industrial and commercial land uses within the Town by implementing the following:
 - a. Recognizing expansion potential on the official land use map.
 - b. Investigate future infrastructure and utility needs

F. Retention or creation of beneficial public open space as a result of development.

Develop more detailed criteria and guidelines for use by Town Board and Planning Board in determining the acceptance, acquisition or dedication of open space or parkland.

G. Discourage the dispersion of people and development (sprawl).

1. Prepare and maintain a future land use plan and map. Strict adherence to the plan with the granting of variances closely scrutinized. Ensure plan remains zone-based and not parcel-based.
2. Ensure that future high-density growth and development occur where public utilities are presently available and not extend into rural areas of the Town.

III AGRICULTURE

GOAL: To enhance agricultural viability and protect the Town's agricultural land resources.

A.

Land use and development regulations, which address the special needs of farming and agri-business.

1. Consideration of the County Agriculture Enhancement Plan.
2. Consideration of establishing an Agricultural Advisory Committee to act as an advisory board to the Planning Board for the purpose of reviewing development proposals within 500 feet of actively farmed land as well as to address issues pertaining to farming within the community.

B. A reduction in the potential for major development in areas zoned for agricultural uses.

1. Revise the Zoning Code to create a separate agricultural zoning district to provide for greater differentiation among permitted uses in the agricultural versus the residential zoning districts:
 - a. Delete two family detached dwelling and multiple dwelling as Special Permit uses in the Agricultural Zoning.

- b. Add a strongly worded policy statement to the Intent section of the Agricultural District so as to indicate the importance of farmland preservation while still maintaining the current procedures for the subdivision and development of unused farmland. Approximately six farms in the town depend on the land for their main source of income. Former farmland with frontage on roads is disappearing as new houses border roadsides.
2. Encourage open clustering as an option to preserve farmland, agricultural uses and open space.
 3. Discourage strip development in agricultural areas by limiting the number of road frontage lots allowed to be subdivided.
 4. Increase road frontage requirements in a revised zoning ordinance.

C. Productive agricultural lands remain in agriculture.

1. Consider establishing innovative land use measures for protecting agriculture.
2. The Town should encourage and endorse the continuation of the County Agricultural Districts within the Town during the eight-year renewal cycle. (Presently have two Agricultural Districts.)

D. A renewed and diversified agricultural sector that is promoted by the Town economic development efforts.

1. Encourage the production of locally grown, processed and sold food through the establishment and support of roadside farm stands.
2. Encourage a member of the agricultural community to be on the Town Planning Board.

E. Agricultural practices which minimize contamination of the environment, soil erosion and surface water runoff.

1. Encourage environmentally sound agricultural practices such as IPM (Integrated Pest Management) and conservation tillage.
2. Encourage participation in whole farm planning programs.
3. Encourage appropriately scaled agricultural operations and activities that are proportionate to the existing land uses of the Town.
4. The Town should adopt agriculturally based land use regulation within the text of its zoning code.
5. Define the agricultural district versus the residential district.

IV. HOUSING AND RESIDENTIAL LAND USE.

GOAL: To offer and promote an affordable and attractive place for people to live in a growing community while preserving rural character.

A. To encourage a reasonable and controlled growth while satisfying the diverse needs of the community.

1. Review current regulations to update permitted and special permit uses in residential areas.

2. Review current property maintenance law while encouraging enforcement.
3. Continue to revise guidelines to inform applicants, residents, builders, etc. as to the various steps associated with code and building requirements.
4. Review and update zoning law density schedule.
5. Pursue opportunities for affordable senior housing.

V. ECONOMIC DEVELOPMENT.

GOAL: To promote a stable and diverse local economy.

A. Retain existing businesses and actively seek new ones.

1. Support the continued vitality of existing businesses and industry.
2. Work with the Ontario County IDA and Office of Economic Development to develop light industrial development in the F District and office park uses in the E District in the Town.

B. A wide variety of employment opportunities for residents.

1. Designate a town official to work with the Ontario County IDA and the Ontario County Office of Economic Development to develop a marketing and development program, which would attract appropriate business and industry. This program should also address agricultural commodity markets to capitalize on the agriculture within the region.
2. Identify through the land use plan and official zoning map, commercial and industrial areas for attracting new business and industry.

GOAL: To focus commercial growth in the Hamlet of Honeoye within the business district.

A.

Central business district land uses that are located such that they complement existing and anticipated downtown, pedestrian oriented needs without impacting surrounding neighborhoods and with architecture that enhances the Town.

1. Require the submission of a “Traffic Analysis” for development proposals potentially impacting the business district.
2. The Town will prepare a “Streetscape Plan” with guidelines for landscaping, signage, lighting, pedestrian traffic and architectural compatibility.
3. Give high priority to the attraction of small-scale retail businesses to the central business district.

GOAL: Encourage tourism as an economic development opportunity.

A. Utilize a variety of methods to make tourism information readily available.

1. Encourage development of a tourism brochure highlighting the area's destinations.
2. Encourage the use of websites such as the Chamber of Commerce site to make tourism information readily available.
3. Work with area and regional tourism agencies to ensure the Honeoye area is well represented in regional tourism guides.

VI. TRANSPORTATION AND INFRASTRUCTURE (Public Utilities, Facilities, and Services)

GOAL: To provide a transportation system that is safe, efficient, convenient and environmentally responsible.

A. An appropriate transportation network.

1. Prepare a five-year "Transportation Plan" to guide decision making for Capital Highway Improvement Projects (CHIPs) and other transportation decisions and update annually.
2. Review town road specifications and revise as needed. Include bicycle lanes as a priority.
3. Encourage County and State officials to include bicycle lanes when their roads are reconstructed.
4. Review town, county, and state road ownership and determine if any jurisdictional realignments are needed.
5. Prioritize Allens Hill Road for transfer to Ontario County.
6. Encourage sidewalk construction or reconstruction with prioritization given to Main Street west of the Honeoye Lake Outlet Creek, Main Street from Honeoye Commons to East Lake Road (County Road 33), Lake Street (County Road 36) from Main Street to Evans Drive, and East Lake Road from Main Street to the Honeoye Lake Park
7. Encourage an appropriate pedestrian/bicycle connection between the Main Street sidewalk and the 3M property.

B. Development designed to minimize adverse impacts on roadway efficiency and safety.

1. Limit the scale and concentration of development to what can be supported by the transportation system. Limit the number of individual access drives, roadways, and other curb cuts into arterial and collector roads in order to maintain planned traffic

carrying capacity and safety, as well as permit more efficient use of interior lands. Encourage recorded driveway agreements for private drives serving multiple properties. Consider the use of reverse frontage lots, frontage roads, shared driveways and cross easements.

2. Consider implementing a cooperative effort among property owners to consolidate already existing individual access drives, roadways, and other curb cuts to improve safety, parking, and efficiency. Main Street should be a priority for this program.

C. Promotion, protection and enhancement of agricultural and scenic resources along rural roads in the Town.

1. Limit roadway improvement projects in agricultural and scenic areas to those necessary to maintain road surface, safety and efficiency.

2. Discourage strip development in agricultural and scenic areas.

D. Appropriate accident prevention strategies.

1. Classify roads in the Town according to existing and desired functions using the Cornell Local Roads Program.

2. Institute an accident prevention strategy that assigns priorities for transportation safety for roadways and road intersections.

3. Confer annually with the Ontario County Sheriff's Office, NYS Police, Ontario County Department of Public Works, NYSDOT, and other appropriate authorities so that transportation safety improvements can be planned and budgeted.

GOAL: To provide public utilities, facilities and services that efficiently meet present needs and anticipate future needs of residents, business and industry, in accord with the goals and objectives of this Plan.

A.

Adequate, appropriately located and well maintained publicly owned facilities and equipment, in accord with the goals and objectives of this Plan.

1. Maintain an inventory of Town owned real property, facilities and equipment. Review annually.

2. Continually assess the long-term space needs of Town Government.

GOAL: To provide high-quality public water and sewerage treatment services and protect the sources of private water supply in the interest of the public health and safety.

A. An assessment of the quality and cost of water and sewerage systems, both public and private.

1. Assess the capacity of public sewer and water treatment services to accommodate existing and future areas of development. Address storm water infiltration and its impact on capacity. Utilize the Clean Water/Air Bond Act and other sources of state and federal programs for necessary improvements to the systems.

B. Public water and sewer utilities located, constructed and maintained in accordance with the goals of this Plan.

1. Limit the extension of water and sewer services into areas not designated for intensive development except when required for public health and safety.
2. Encourage higher priority in the capital improvement plan to maintenance of public utilities than to construction of new utility extensions.
3. Confer at least annually with Ontario County/Honeoye Lake County Sewer District representatives so capital improvement plans and facility maintenance plans are well known to town officials.

GOAL: The protection of people and their property.

A. High-quality and coordinated fire, police, and emergency medical services and facilities.

1. Prepare an assessment of existing public safety services and facilities, examining quality, cost, and known problems or needs. Establish a schedule for periodic review.
2. Encourage and support the continuation of the Ontario County Sheriff's Department Marine Division for providing safety on Honeoye Lake.

GOAL: To ensure efficient and responsible management of solid waste and other sensitive environmental issues.

A. Soil and groundwater protection and remediation.

1. Encourage and support the timely remediation of the soil contamination issues at public and private properties.

B. Reduced generation of solid waste and increased reuse and recycling.

1. Continue to support the County's mandatory recycling law and to work with the Ontario County Office of Solid Waste Management.

VII. PARKS AND RECREATION.

GOAL: To enhance the quality of life for our residents and visitors through maintaining and enhancing our integrated system of parks and recreational facilities.

1. Continue to enhance and maintain the public park area located at the North end of Honeoye Lake known as Sandy Bottom Park.
2. Continue to pursue the acquisition and development of the 3M parcel for parkland, recreational sports, and encourage tie-in into the current Sandy Bottom Park trail system and Main Street.
3. Encourage roadside, sidewalk expansion for pedestrians.
4. Create an informal brochure on local tourism including our parks and recreational areas and local events.
5. Encourage further diverse recreational opportunities for residents and visitors.

VIII. HISTORIC PRESERVATION.

GOAL: To preserve and protect the cultural and historical resources of the Town.

A. Protection of historic structures and sites and adaptive reuse of structures where appropriate.

1. Create a brochure on the history of the town including the early settlers and early political movements.
2. Create a list of the historic houses older than 1850, which are in the Town. The list would include location, date, present owner, and a brief description of the property or original owner.
3. Little Red Schoolhouse/Town Library can be the historic center of the Town History.
4. Designate space for safe and dry storage and display of historic artifacts and records of importance to the Town.

DEFINITIONS

CLUSTER OR CONSERVATION SUBDIVISIONS: shall mean a subdivision plat or plats, approved pursuant to Article 16, Section 278 of NYS Town Law in which the applicable zoning ordinance or local law is modified to provide for an alternative and more flexible layout, configuration and design of lots, buildings and structures, roads, utility lines and other infrastructure, parks, and landscaping in order to preserve the natural and scenic qualities of open lands.

OPEN SPACE PLAN: Portion of Comprehensive Plan, which ensures the preservation of natural space while discouraging sprawl.

CRITICAL OR SENSITIVE ENVIRONMENTAL AREAS: Those areas of the Town of Richmond deemed by the Town Board or New York State or Federal agencies to require an extra level of SEQR review. These may include but are not limited to wetlands, scenic views, etc.

CONSERVATION EASEMENT: Legal dedication of select property developments rights, to be held in perpetuity, to a third party, as a means of permanent open space protection.

PLANNING BOARD: The Planning Board of the Town of Richmond.

CODE ENFORCEMENT OFFICER: Official designated by Town Board to enforce provisions of the zoning law.

MUNICIPAL BOARD: Town Board of the Town of Richmond.

911 ADDRESSING OFFICIAL: Sole Assessor of the Town of Richmond.

ZONING BOARD: The Zoning Board of Appeals of the Town of Richmond.

SPECIAL USE: See page 20015 of Richmond Zoning Code.

SUBDIVISION REGULATIONS: The Subdivision Law of the Town of Richmond.

HAMLET OF HONEOYE: The portion of the Town of Richmond, which includes the concentration of residential, commercial, and industrial properties. Considered to consist of Main Street from County Road #37 to East Lake Road; County Road #36 from Sandy Bottom Road to Main Street; and East Lake Road from County Road #33 to Main Street.

LAND USE MAP: Map of intended use of individual properties in the Town of Richmond adopted by the Town Board in order to provide guidance for the future development of the Town.

COUNTY AGRICULTURAL ENHANCEMENT PLAN: Plan developed by Ontario County to guide use and development of agricultural lands.

CORNELL LOCAL ROADS PROGRAM: Get from Highway Superintendent.

STRIP DEVELOPMENT: Development of areas in a manner which breaks up and decreases open space by creating undesirably shaped lots in order to meet area zoning requirements.

Appendices

A-1 Ontario County Agriculture Enhancement Report

A-2 Report for NYS Consolidated Ag District #1

