



# VILLAGE OF BROCKPORT

49 State Street · Brockport, New York 14420  
Telephone (585) 637-5300 · Fax (585) 637-1045  
Website: [www.brockportny.org](http://www.brockportny.org)

*The Victorian Village on the Erie Canal  
Preserve America Community  
Listed on the State and National Registers of Historic Places  
Certified Local Government  
Tree City USA Community  
Erie Canalway Heritage Award of Excellence  
Climate Smart Community*

October 7, 2016

Donald G. Larson

Dear Mr. Larson:

The Village is in receipt of your application to the Planning Board regarding the fence at 34 Utica Street. BI/CEO David Miller reviewed the materials submitted and found them acceptable.

The Planning Board will review your application at its next meeting: **Wednesday, October 19, 2016 at 7:00pm** in the Village Hall Conference Room, 49 State Street.

Your attendance or that of a representative is required at the meeting. Please be prepared to present the application and bring any further materials that might support its approval. You will need to bring the survey map and color photographs to the meeting as the scanned black and whites are a little hard to make out. Please be advised that any approval by the Planning Board will likely be conditioned on the signing of a hold harmless agreement (sample attached), and approval by the Historic Preservation Board as this property is locally designated.

Any questions prior to the meeting should be directed to me at 637-5300 x12 or BI/CEO Miller at 637-5300 x19.

Sincerely,

Leslie Ann Morelli  
Brockport Village Clerk

Xc: PB file

**HOLD HARMLESS  
AND INDEMNIFICATION  
AGREEMENT**

I, \_\_\_\_\_, owner of the property at \_\_\_\_\_  
in the Village of Brockport, agree to indemnify, hold harmless, and defend  
the Village of Brockport and its employees from any action or cause of  
action that may arise out of the issuance of approval for the front yard fence  
installed closer than the code requirement of 3 feet from the Village  
sidewalk.

It is my understanding that the undertaking of any improvements is done  
with full knowledge and acceptance of any risk that the Village Department  
of Public Works could potentially damage the fence during routine  
maintenance such as sidewalk snow plowing operations.

\_\_\_\_\_  
Owner's Signature

Sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

STATE OF NEW YORK)  
COUNTY OF MONROE)

\_\_\_\_\_  
Notary Public

VILL-  
BROCKPORT  
SEP 26 2016  
CK# 3012 \$2500

# VILLAGE OF BROCKPORT

49 State Street, Brockport, New York 14420  
 Phone: (585)-637-5300 ext. 14 Fax: (585)-637-1045  
 Website: [www.brockportny.org](http://www.brockportny.org)

## PLANNING BOARD APPLICATION

**DEADLINE: MONDAY Noon, 2 weeks prior to meeting**

Meeting Date: Oct 19 at 7:00pm

Application Fee: \$ 25.00

Date Submitted: 9/22/16

Plans Submitted (7 copies): \_\_\_\_\_

Environmental Assessment Form Submitted: NA

Change of Use: \_\_\_\_\_ Fence: X  
 Subdivision: \_\_\_\_\_ Site Plan: \_\_\_\_\_  
 Other: \_\_\_\_\_

Please note:

- Applicant must attend meeting(s).
- Failure to show, withdrawal of application, or denial will result in forfeiture of fee.
- Applicant may be billed for Village Engineer fees related to the review of application.
- The Planning Board will determine the need for a public hearing. If so, a separate fee will be billed.

PROPERTY ADDRESS: 34 Utica ST.

Tax Map Parcel #(s): 068.52-3-10 Parcel size: 88 width 80 depth

Property Zoning District: O-Residential Property Class: 220- 2 family

Present Use of Property: 2 Family Rental Proposed Use of Property: Same

Flood Zone:  Yes  No Map # \_\_\_\_\_ Map Date \_\_\_\_\_

Description of Proposal: update fence with stone columns  
+ timbered chain 4 on front 5 on side

Description of any planned remodeling: re work fence

### Certification of Statements:

The applicant(s) hereby affirms that the above information is accurate and complete, to the best of his/her knowledge and he/she/they is/are the title owner(s) of the property or has/have been authorized by the title owner(s) to make this application.

I/We hereby certify that I/We are title owner(s) of the property property identified in the above application and that the applicant(s) named is/are authorized to make the application described herein.

[Signature]  
Applicant Signature

[Signature]  
Owner Signature

Donald G Larson  
Applicant Name Printed/Typed

Donald G Larson  
Owner Name Printed/Typed

Street \_\_\_\_\_ /City State/ Zip \_\_\_\_\_

Street Same City State Zip \_\_\_\_\_

Phone # \_\_\_\_\_ E-mail \_\_\_\_\_

Phone # \_\_\_\_\_ E-mail \_\_\_\_\_

**Leslie Morelli**

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**From:** Katie Brown  
**Sent:** Wednesday, September 21, 2016 10:34 AM  
**To:** Leslie Morelli; David Miller  
**Subject:** Planning Board: Fence at 34 Utica St.  
**Attachments:** 34 Utica St Fence materials.pdf

David & Leslie,

I have attached the materials that Mr. Larson submitted with his original building permit application so that they can be passed along to the PB if he decides to move forward. The originals are in my top desk drawer in folder labeled "Bldg Permits".

Thank you,

Katie

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**From:** Katie Brown  
**Sent:** Wednesday, September 21, 2016 10:28 AM  
**To:**  
**Subject:** Fence at 34 Utica St.

Good Morning Mr. Larson,

Just wanted to update you on the status of the stone fence permit at 34 Utica Street. Code Officer Dave Miller has determined that you will need to gain Planning Board approval because you removed the original fence and are proposing a new structure in the front yard – especially since the structure will encroach on the 3ft sidewalk setback. If you receive approval from the Planning Board to construct the stone fence, you will then need to sign a liability release with the Village of Brockport, as the Department of Public Works is concerned about the proximity of the fence to the sidewalk when it comes time for snowplowing.

I have attached a Planning Board Application for the property as well as the meeting schedule with applicable deadlines. The fee for the application is \$25.00, payable by cash, check or money order to Village of Brockport. I have the pictures, sketches, and survey map you submitted previously, so I can submit those to the Planning Board along with your completed application. I will be going on maternity leave at the end of the month, so if you have any questions about the Planning Board process please reach out to David Miller at 585-637-5300 ext. 19.

Thank you,

***Katie Brown***

Codes/Building Clerk

Village of Brockport

PH: (585) 637-5300 x14

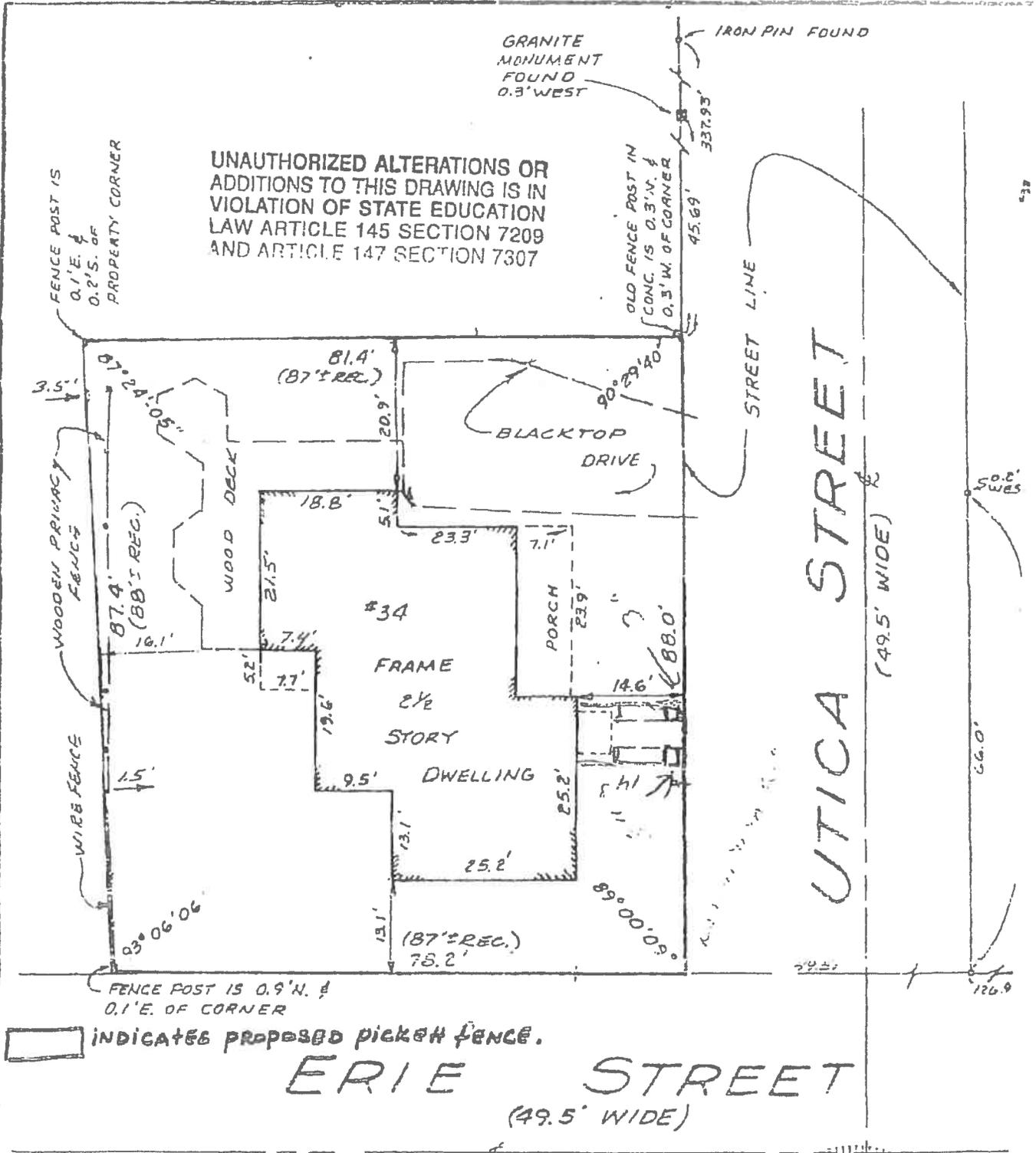
FAX: (585) 637-1045

EMAIL: [Kbrown@brockportny.org](mailto:Kbrown@brockportny.org)

WEBSITE: <http://brockportny.org/>

Visit our Building Department webpage at <http://www.brockportny.org/departments-services/building-code>

UNOFFICIAL COPY

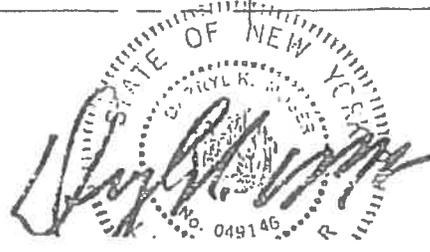


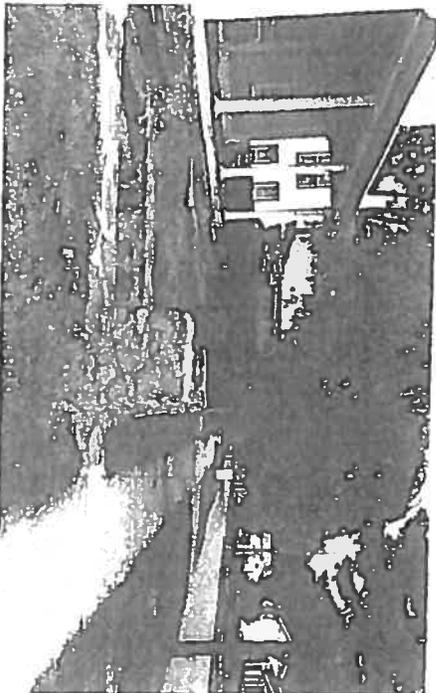
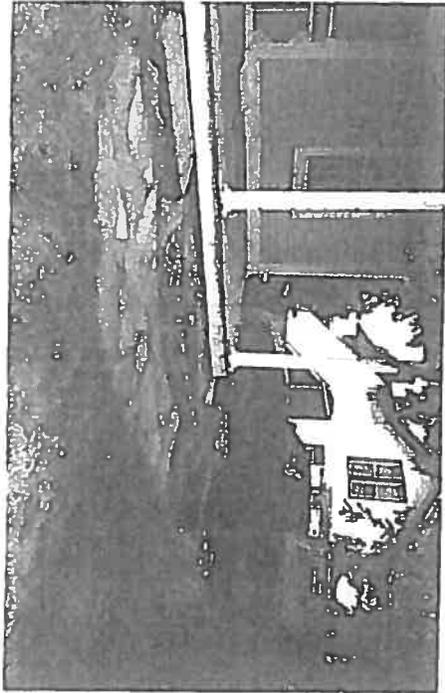
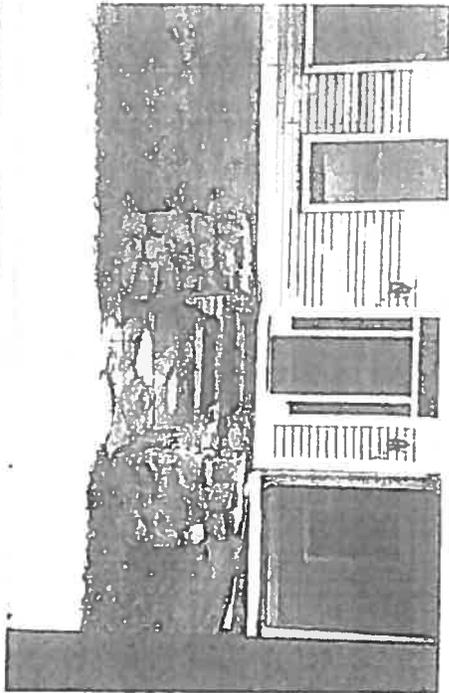
INDICATES PROPOSED PICKET FENCE.

ERIE STREET (49.5' WIDE)

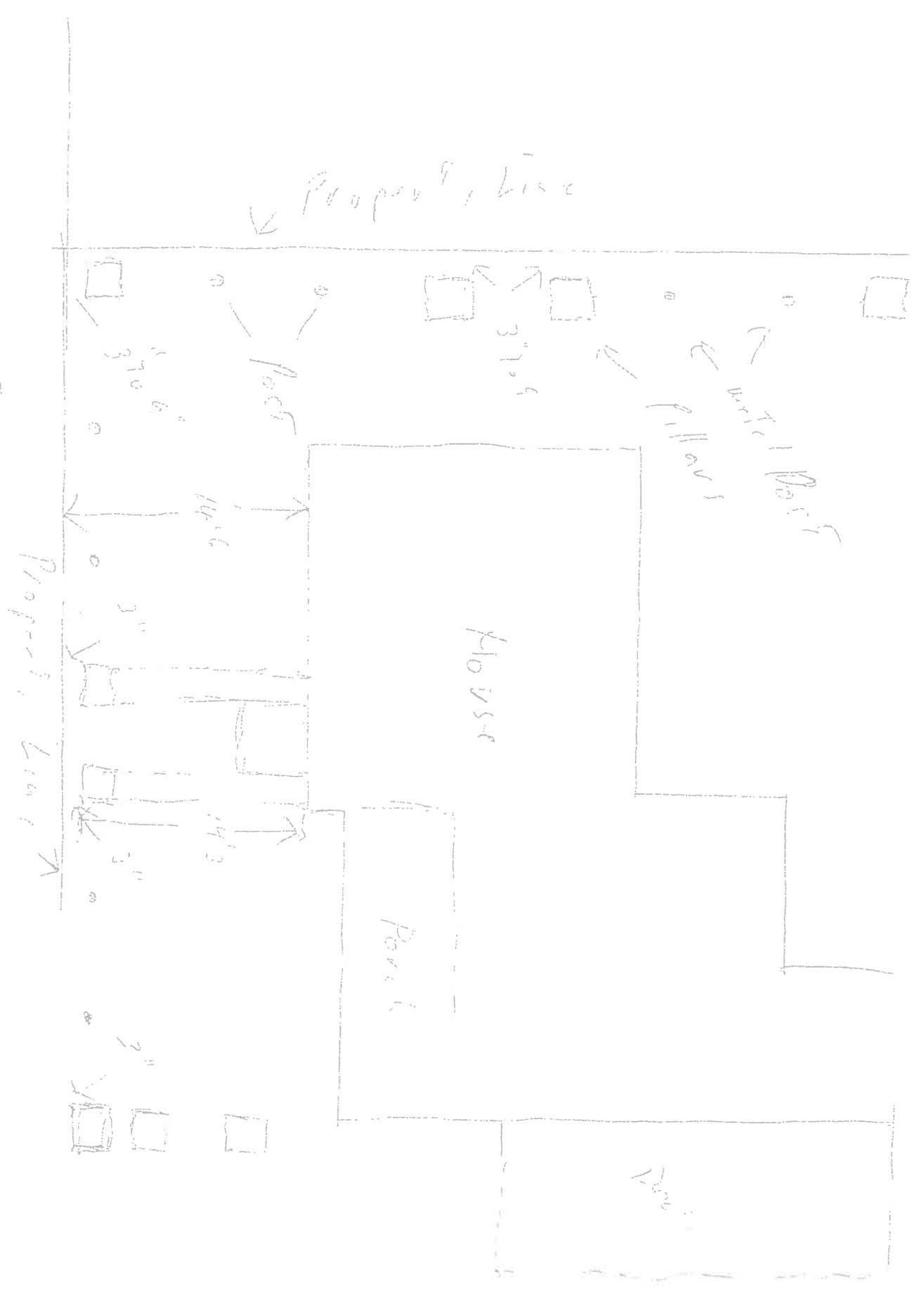
UTICA STREET (49.5' WIDE)

REFERENCE:

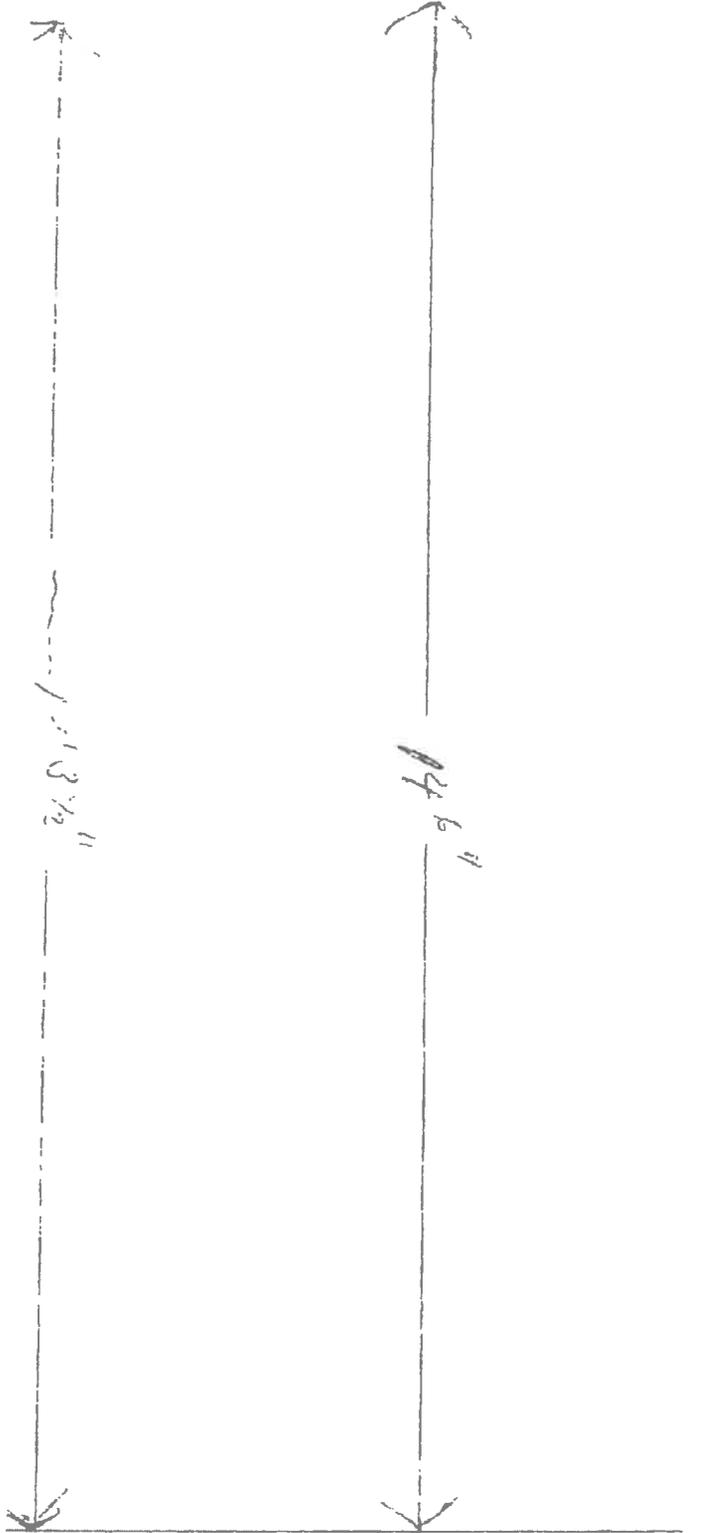




34 UTICA



Street Lin



House







