



# TOWN OF HENRIETTA Site Plan Application

APPLICATION NO. \_\_\_\_\_

PLANNING BOARD

OR ADMINISTRATIVE

DATE: 2/14/23

I (we) ESIV, LLC of 301 Exchange Boulevard  
Name of Applicant / Business Business Address (Number & Street)

Rochester, NY 1608 hereby apply to the Planning Board for  
Town, State, Zip

Site Plan Review OR Other: \_\_\_\_\_

on property located at Erie Station Road R-2-15; TA# 189.12-3-77  
(Street & Number) (Zoning District & Tax Account No.)

Previous Reviews, if any, Date: TB SUP Application 9-20-23 Number: Resolution #22-355/2023

DESCRIPTION OF PROPOSAL: \_\_\_\_\_

Proposed townhouses and apartments adjacent to the Legacy of Erie Station development on approximately 8.2 acres. The proposed Erie Ridge at Townhomes development will consist of 6 apartment buildings (56 units) and 17 townhouse units, for a total of 73 units. The property received a Special Use Permit to allow for the multi-family use on October 25, 2023. The proposal also includes the necessary site improvements for the townhouse and apartments.

**Applicant:** ESIV, LLC

Address: 301 Exchange Boulevard  
Rochester, NY 14608

Phone #: [REDACTED]

Email: \_\_\_\_\_

**Property Owner:** Erie Station Properties LLC

Address: same as applicant

CHRISTOPHER DIMARZO

Phone #: [REDACTED]

Email: [REDACTED]

Applicant Signature:

**Engineer/Architect:** BME Associates

Address: 10 Liftbridge Lane East  
Fairport, NY 14450

Phone #: [REDACTED]

Email: \_\_\_\_\_

**Business Owner:** \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_

Email: \_\_\_\_\_

Print Name: \_\_\_\_\_



February 14, 2024

Planning Board  
Town of Henrietta  
475 Calkins Road  
Rochester, NY 14623

**Re: Erie Ridge Townhomes (Formerly Erie Station Section 4)  
Preliminary/Final Subdivision & Site Plan Application  
Town of Henrietta Special Use Permit #2023-036  
T.A. #189.12-3-77**

**2549**

Dear Board Members:

On behalf of the applicant, ESIV, LLC, owner of the above-referenced project, we submit the enclosed application for preliminary and final subdivision and site plan review and approval for the above-referenced project. We request to appear at the Board's March 19, 2024, public hearing to present these applications. For your consideration and review, we have included 14 copies (unless otherwise noted) of the following application materials:

- Letter of Intent
- Preliminary/Final Subdivision Plan (BME dwg 2549-03)
- Preliminary/Final Site Plans (BME dwgs 2549-01 thru 2549-16)
- Planning Board Subdivision Application Form
- Planning Board Site Plan Application Form
- Subdivision Checklist
- Site Plan Checklist
- Owner Authorization Form
- Owner Fee Reimbursement Agreement
- Engineer's Report (1 copy)
- Preliminary Subdivision Application Fee of \$150
- Subdivision Engineering Review Fee of \$700
- Preliminary Site Plan Application Fee of \$150
- Site Plan Engineering Review Fee of \$700

Erie Ridge Townhomes represents the final section of the Legacy at Erie Station project approved in 2005 for a 55+ age restricted multi-family development. This final section consists of 73 residential units in 17 townhomes and 6 apartment buildings with 56 units, as well as a clubhouse with amenities to serve its residents. This final section consists of ±9.65 acres and the property is zoned Residential R-2-15.

The Town Board issued Resolution #22-355/2023 on October 25, 2023, approving the Special Use Permit (#2023-036) for Erie Station Section 4, now known as Erie Ridge Townhomes. This Permit approved ±18 for-sale townhomes and ±56 apartment units for the subject property, tax parcel #189.12-3-77. As part of their Special Use Permit review, the Town Board conducted the SEQRA process, including referral of the application to the Planning Board for review. The Town Board issued a SEQRA negative declaration per Resolution #22-354/2023 for the proposed development, and thus no further SEQRA proceedings are required. These two resolutions passed by the Town Board supplemented the previous resolution passed by the Town of Henrietta concerning the overall Legacy at Erie Station project

(Resolution #14-158/2005) passed on July 20, 2005, which granted a SEQR Negative Declaration for the overall parcel known as "The Legacy" and approved the Special Use Permit for the mixed-use senior (55+) residential development.

The application is for both subdivision and site plan approval. The subdivision consists of 17 for-sale townhome lots served by a proposed dedicated road. The remaining lands will include the proposed six (6) two-story apartment buildings and clubhouse. Five of the apartment buildings will contain 10 units, and the sixth building will contain 6 units. All apartment buildings, and the townhomes, will include garages as part of the building construction. Lands surrounding the structures will be owned and maintained by ESIV, LLC.

The proposed project is located on the south side of Erie Station Road and to the west of Old Hitching Post Crossing (Erie Station Section 3). This final section will be accessed by a proposed dedicated road (Erie Ridge Drive) connecting to Erie Station Road at Windelin Drive and completing the internal connection to Old Hitching Post Crossing. The existing rights-of-way for the former Section 4 layout will be abandoned to accommodate the proposed new dedicated road layout.

The proposed townhomes are of the same lot standards as approved in 2005, and no revision to lot standards (minimum lot area, setbacks, lot width) are requested with this application. Also, the proposed layout for development adheres to the setbacks established for the overall project, which are listed on the enclosed site plans. All perimeter setbacks and building separations between existing section 3 units and the proposed units are the same as the approved overall Erie Station plan.

Public utilities (water, sanitary sewers, and storm sewers including a stormwater management facility) will be extended throughout the site to serve the townhomes and apartment buildings. The proposed stormwater management facility design is consistent with 2023 Town and NYSDEC standards. An Engineer's Report has been prepared to provide further detail on the design of the subdivision, including the proposed stormwater management plan. A project SWPPP Book will be provided under separate cover upon completion of the Town Engineer's review of the Report.

As per the conditions of the S.U.P., parking will be provided off of Erie Ridge Drive within the lands of the Town of Henrietta to serve the current Town lands. Parking on-site has been provided per the Code requirements of 2.5 spaces/unit for a total of 183 spaces required, with 203 spaces being provided which includes parking at the proposed clubhouse.

We will be in attendance at your March 19, 2024 meeting to present this application. Please review the enclosed materials and contact our office with any questions, or if any additional information is requested.

Sincerely,  
BME ASSOCIATES



Megan Sereni, E.I.T.

MAS:blr

Encl.

c: ESIV, LLC – Christopher DiMarzo

**Statement of Applicant and Owner with Respect to Reimbursement  
of Professional and Consulting Fees**

In conjunction with an application made to the Town of Henrietta, the undersigned states, represents and warrants the following:

- 1) I/We am/are the applicant and owner with respect to an application to the Town of Henrietta.
- 2) I/We have been advised of, are aware of and agree to comply with the obligation to reimburse the Town of Henrietta for any and all professional and consulting fees incurred by the Town in conjunction with this and any other applications by me/us, including but not limited to engineering and/or legal fees, all as more fully set forth in the Henrietta Town Code.
- 3) I/We have been provided with, or have otherwise reviewed the Henrietta Town Code provisions related to the obligation to reimburse the Town with respect to professional and consulting fees, and agree to comply with the same.
- 4) I/We understand that this obligation shall not be dependent upon the approval or success of the application.
- 5) I/We further agree that in the event the Town of Henrietta is required to refer for collection an outstanding debt for such professional and/or consulting fees due to the Town of Henrietta, I/we shall be obligated to pay the reasonable attorney's fees incurred as a result of the Town's efforts to collect such fees. Reasonable attorney's fees shall also include any and all disbursements that may result from the commencement of litigation.
- 6) Each party to the application, including the applicant and the owner, shall be jointly and severally liable for all consulting and professional fees and expenses incurred in conjunction with the application.

Applicant/Business Owner: ESIV, LLC

By: Christopher A. DiMarzo

Title: Member

Dated: February 14, 2024

Signed: 

Property Owner: Erie Station Properties LLC

By: same as applicant

Title: \_\_\_\_\_

Dated: February 14, 2024

Signed: 



## SITE PLAN CHECKLIST

PROJECT NAME: Erie Ridge Townhomes

APPLICATION No. \_\_\_\_\_

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- 1 Acceptable plans size to match the New York State Legal Filing Size (22" x 34"), prepared with india ink on mylar.
- 2 Except in the simplest form of site plan application, the proposal package should contain at least the following drawings:
  - a. Site Plan
  - b. Utility Plan
  - c. Grading Plan
  - d. Landscape Plan
  - e. Lighting Plan
  - f. Profiles and Construction Details
  - g. Building Elevations
- 3 The Title Block should contain the following:
  - a. Proposed Name of Development
  - b. Location of Development
  - c. Name, Address, and Telephone Number of Developer or Applicant
  - d. Name, Address, and Seal of Engineer, Architect, and/or Land Surveyor
- 4 Show General Location Map (sketch). North should be located at the top of the drawing.
- 5 A scale of not more than fifty feet to the inch is to be used.
- 6 Show names and tax account numbers of adjacent lands.
- 7 Indicate zoning by note. If more than one area, delineate the zoning on the plan view.
- 8 By plan note, list all variances and special permits accompanied by Application Number and approval date.
- 9 Show dimensions and bearings or angles of all property boundary lines. Show area to nearest square foot and 0.00+ acres
- 10 Show a tie distance from the proposed site to nearest road intersection
- 11 Show location width and type of all existing and/or proposed easements on the plan. Also, tabulate all of the easements on the plan and key by identifying numbers.



## SITE PLAN CHECKLIST

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APPLICATION No. \_\_\_\_\_

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- 12 All State, County, and Town Survey Monuments on the site and within 100 feet of the site must be shown. Indicate on the plan the proposed protection from damage for the "on site" monuments. If no monuments exist on the site, a certification to that affect shall be placed on the plan by the surveyor.
- 13 A Letter of Credit in the amount of \$1,000.00 per monument will be required as protective measure for all Town, County, State, and Federal Monuments on site or those affected by the proposed construction.
- 14 List the names of existing streets, their legal width, and jurisdiction.
- 15 Show all existing driveways (curb cuts) within two hundred (200) feet of the proposed development as well as driveways (curb cuts) within two hundred (200) feet on the opposite side of the road.
- 16 Show planned use for the proposed structure (i.e. office etc).
- 17 Show proposed and/or existing setbacks.
- 18 Show parking requirements (indicate the proposed and required).
- N/A 19 Show the fire lanes.
- 20 The Landscaping Plan must be of the same scale as the Site Plan and contain the following minimums:
  - a. To scale plot of proposed trees and/or shrubs
  - b. The plan must contain a table of quantities. *See Appendix for proper requirements.*
  - c. Enlargement details for areas of proposal that are not legible at the plan scale.
  - d. The Planning Board requires that the Landscape Plan be signed off by a Licensed Landscape Architect or Certified Nursery Professional.
  - e. The Planning Board may also require that the proposed landscape be installed by a Certified New York State Nurseryman.
  - f. The Planning Board may require a Letter of Credit in the amount of the Landscape Contract and that the Letter of Credit be for a two year period to guarantee growth.
  - g. The Planning Board may also require that a Landscape Record Drawing, certified by a Licensed Archited, be provided. (Note: a Letter of Credit will be required to insure completion.)
- 21 All architecture plans must include elevation drawings of the proposed structure and be fully dimensioned, horizontally and vertically.



## SITE PLAN CHECKLIST

PROJECT NAME: Erie Ridge Townhomes

APPLICATION No. \_\_\_\_\_

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- 22 Indicate the architectural treatment of the proposed and/or existing buildings, including the type and color of the proposed finish materials. All proposed buildings should have a masonry front (road view) elevation. Renovation to existing buildings will be evaluated on an individual basis.
- 23 Please plan to bring samples of the proposed architectural materials to the meeting.
- 24 The following statement should appear on all Site Plans:  
"As an integral part of this approval, the Planning Board expressly approves the color, textures, and finish of the building as depicted on site elevations or other documents submitted with this application. Any proposed change in color, texture, or finish of the building, from that approved by the Planning Board shall require a re-application for review and approval of the Planning Board."
- 25 A separate Lighting Plan will be provided showing the proposed lighting to the nearest candle power, as measured at ground level. See Appendix.
- 26 Indicate existing and/or proposed lighting locations, including height, type, and wattage. The Planning Board may require that a Lighting Record Plan certified by a Professional Engineer be supplied.
- 27 Show existing and proposed contours based on U.S.C. & G.S. Datum. Reference source of datum and show plan benchmarks. All contours shall be carried a minimum of one hundred (100) feet offsite.
- 28 Show existing drainage system and proposed drainage system. Storm drainage to offsite facilities must be shown on plan and profile to the satisfaction of the Town Engineering Department.
- N/A 29 If the parking lot is to be used for stormwater detention, limits of this area are to be indicated on the site and grading plans.
- N/A 30 Show wetland and buffer zone limits (when applicable).
- N/A 31 Show floodplain and floodway limits (when applicable).
- 32 In plan and profile, show location, size, rim elevations, and all invert elevations of the existing sanitary sewers. Include the nearest manhole on either side of the proposed development.
- 33 In plan and profile, show location of the proposed sanitary sewer systems including sewer systems including proposed laterals (plan only). Include all proposed elevations, grades, pipe



## SITE PLAN CHECKLIST

PROJECT NAME: Erie Ridge Townhomes

APPLICATION No. \_\_\_\_\_

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sizes, and details of any water crossings.

- 34 Show location and size of proposed water services and/or watermains including shutoff valves.
- 35 Show location of fire protection systems components.
- N/A 36 Show location of dumpster (when applicable). All dumpsters must be enclosed in a masonry enclosure on three side with a gate on the fourth and shall be finished to match the proposed or existing structure. The closure should not be visible to the public.
- N/A 37 Indicate a curbed landscape mall with a minimum width of twenty (20) feet as required in commercial lands and industrial lands granted commercial use by special permit. Full depth cast-in-place concrete curb or granite curb must be installed.
- 38 The Site Plan must be prepared from a current Instrument Survey (less than 12 months old). The Instrument Survey shall be certified as having been prepared using the current New York State Association of Professional Land Surveyors (NYSAPLS) Code of Practice and the Genesee Valley Land Surveyors Association - Monroe County Bar Association (GVLSA-MCBA) Standards. Credit the Instrument Survey and supply four copies of the map the Town Engineer.
- N/A 39 If the site contains materials to be buried on site, the Burial Area should be outlined on the Site and Grading Plan.
- 40 Site distance, existing and required, must be shown at driveway locations on all main roads. See Appendix.
- 41 Upon Site Plan Approval, a Letter of Credit shall be furnished to ensure site plan improvements and requirements. See Appendix.
- 42 Required supporting data and/or Reports:
  - a. Environmental Assessment Form (one copy)  
(Short Form or Part I Long Form)
  - b. Drainage Report (two copies)
  - c. Traffic Report if required (twelve copies)
  - d. Lighting catalog cuts (copy with each set of plans)
  - e. Architectural Renderings
  - f. Letter of Credit Estimate (one copy).
  - g. Engineering Review Charge and Engineering Site Inspection Charge Form.





# SITE PLAN CHECKLIST

PROJECT NAME: Erie Ridge Townhomes

APPLICATION No. \_\_\_\_\_

See Appendix.

- 43 Thirty (30) sets of folded plans will be required (14 sets requested)
- 44 Is this project a TYPE I Action? If so, then an additional seven (7) sets of plans will be required for the Coordinated Review process (37 sets of plans total).

Prepared for: Christopher A. DiMarzo  
Name of Developer

\_\_\_\_\_  
Date

ESIV, LLC  
Company Name

301 Exchange Boulevard  
Street Address

Rochester, NY 14608  
City, State, Zip





# SITE PLAN CHECKLIST

PROJECT NAME: Erie Ridge Townhomes

APPLICATION No. \_\_\_\_\_

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Telephone Number

Prepared by: Peter Vars, P.E.

2-14-24

Name of Consultant

Date

BME Associates

Company Name

10 Liftbridge Lane East

Street Address

Fairport, NY 14450

City, State, Zip

[REDACTED]  
Telephone Number

## SITE PLAN CHECKLIST APPENDIX

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- 1 Landscape Table
- 2 Sight Distance Table
- 3 Short Environmental Form
- 4 Letter of Credit Summary
- 5 Plan Review Charge and Site Inspection Charge Form Letter
- 6 Engineering Review Charge and Engineering Site Inspection Charge Form
- 7 Sample Lighting Plan

## LANDSCAPE TABLE

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- 1 The Landscape Table must include identification symbol, quantities, common name, botanical name, caliper for deciduous trees, or heights for evergreen trees, and a remarks column.
- 2 All deciduous trees must be a minimum of 3 inches to 3 1/2 inches in diameter, as measured at caliper (6 inches above ground).
- 3 All ornamental deciduous trees must be a minimum of 2 1/2 inches to 3 inches in diameter, as measured at caliper (6 inches above ground).
- 4 All evergreen trees must be a minimum height of 6 feet to 8 feet, unless otherwise requested, bagged and balled.
- 5 Low shrubs should be a minimum of 24 inches high.
- 6 Along arterial and collector roads, the Planning Board requires the use of salt resistant species.

**Site Plan and Subdivision Application  
Engineering Review Charges**

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All Site Plan and Subdivision Applications are subject to be reviewed by the Town Engineering Department and/or Consultant Forces. All costs incurred in providing this service are a direct charge to the Applicant or his designee. The responsible person and/or party in this matter shall be identified in the following listing:

Responsible Individual	Christopher A. DiMarzo
Responsible Firm	ESIV, LLC
Street Address	301 Exchange Boulevard
City, State, Zip Code	Rochester, NY 14608
Telephone Number	██████████

**Engineering Site Inspection Charges**

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All Residential and Business Development are subject to be inspected by the Town Engineering Department and/or Consultant Forces. All costs incurred in providing this service are a direct charge to the Applicant or his designee. The responsible person and/or party in this matter shall be identified in the following listing:

Responsible Individual	Christopher A. DiMarzo
Responsible Firm	ESIV, LLC
Street Address	301 Exchange Boulevard
City, State, Zip Code	Rochester, NY 14608
Telephone Number	██████████

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*Note:* When this information has been provided by another party, the following information needs to be provided:

Provided By	BME Associates
Address	10 Liftbridge Lane East
City, State Zip	Fairport, NY 14450
Telephone Number	██████████

# ESIV LLC

301 EXCHANGE BOULEVARD  
ROCHESTER, NEW YORK 14608

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September 20, 2023

Town Board  
Town of Henrietta  
475 Calkins Road  
Rochester, New York 14623

**RE: Erie Station Phase IV  
T.A. # 189.12-3-77**

Dear Board Members

This letter authorizes BME Associates to act as agent on behalf of ESIV LLC for applications to and before the Town of Henrietta for Erie Station Section Phase IV.

ESIV LLC



Chris DiMarzo, Manager

CC: P. Vars

**Statement of Applicant and Owner with Respect to Reimbursement  
of Professional and Consulting Fees**

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- 1) I/We am/are the applicant and owner with respect to an application to the Town of Henrietta.
- 2) I/We have been advised of, are aware of and agree to comply with the obligation to reimburse the Town of Henrietta for any and all professional and consulting fees incurred by the Town in conjunction with this and any other applications by me/us, including but not limited to engineering and/or legal fees, all as more fully set forth in the Henrietta Town Code.
- 3) I/We have been provided with, or have otherwise reviewed the Henrietta Town Code provisions related to the obligation to reimburse the Town with respect to professional and consulting fees, and agree to comply with the same.
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- 6) Each party to the application, including the applicant and the owner, shall be jointly and severally liable for all consulting and professional fees and expenses incurred in conjunction with the application.

Applicant: ESIV LLC

By: CHRISTOPHER DIMARZO

Title: MANAGER

Dated: 9/15/23

Signed: 

Owner: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Dated: \_\_\_\_\_

Signed: \_\_\_\_\_



**Erie Ridge Townhomes**  
ESIV, LLC  
Town of Henrietta, NY

**Front Elevation**  
3-Unit Townhome



**James Fahy Design Associates**  
Architecture & Engineering P.C.  
Rochester, NY



**Erie Ridge Townhomes**  
ESIV, LLC  
Town of Henrietta, NY

**Front Elevation**  
10-Unit Apartment



**James Fahy Design Associates**  
Architecture & Engineering P.C.  
Rochester, NY