

Town of Farmington

1000 County Road 8
Farmington, New York 14425

ZONING BOARD OF APPEALS WORKSHOP

Established July 15, 1957

Monday, August 25, 2025, 6:30 p.m.

WORKSHOP MINUTES—Approved

The minutes are written as a summary of the main points that were made and are the official and permanent record of the actions taken by the Town of Farmington Zoning Board of Appeals. Remarks delivered during discussions are summarized and are not intended to be verbatim transcriptions. An audio recording of the meeting is made in accordance with the Zoning Board of Appeals adopted Rules of Procedure. The audio recording is retained for four months.

The meeting was conducted at the Farmington Town Hall and via remote video conference.

R = Attended via remote video conference.

Board Members Present: Thomas Yourch, *Chairperson*
Ralph Bocchino
Kelly Cochrane
Matthew DeMarco
Tom Lay

Staff Present:

Ronald L. Brand, Town of Farmington Director of Development and Planning
Dan Delpriore, Town of Farmington Code Enforcement Officer
Paula Ruthven, Town of Farmington Zoning Officer

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1. PUBLIC NOTICES OF WORKSHOP MEETING

Mr. Yourch attested that public notices of this Workshop were provided by the Zoning Board Clerk on August 19, 2025, to the Canandaigua *Daily Messenger* newspaper, and were posted on the Town website and on the Town Clerk's bulletin board in the Town Hall.

2. PRESENTATION BY TOWN CODE ENFORCEMENT OFFICER AND TOWN ZONING OFFICER

Mr. Delpriore and Ms. Ruthven reviewed the iWorQ Planning and Zoning Management cloud-based software which is now in use by the Building Department for the management

of permitting, planning and zoning applications, and the tracking of applications as they move through the Town process. This workshop served as an orientation and training session for town staff and board members on the iWorQ software system, highlighting its features, navigation, and the shift to a fully online application process. The system centralizes application data, documents, and communication to streamline planning and zoning board workflows while maintaining public record access and transparency.

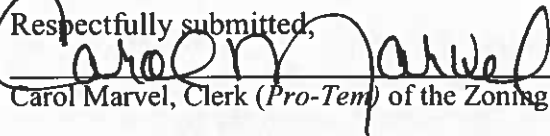
3. PUBLIC COMMENTS

None

4. ADJOURNMENT

The Workshop was adjourned at 6:55 p.m.

Respectfully submitted,



Carol Marvel, Clerk (*Pro-Tem*) of the Zoning Board of Appeals