



New York State Archives

**Henrietta (N.Y.) Planning Review Case Files and Town Board
Meeting Minutes A4529**

New York State Archives
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Overview of the Records

Repository:	New York State Archives
Summary:	Mandatory planning review case were created in conjunction with reviews of site plans, requests for special building permits, zoning changes, and creation or enlargements of subdivisions. Files include site plans; maps; plans, sketches; photographs, engineering reports, environmental impact statements and studies; project narratives; records of determinations; subdivision reviews; copies of zoning changes; recreation, sewer and water information; and Housing and Urban Development (HUD) materials. Other microfilmed records are minutes and hearing proceedings of the Town Board, the Recreation Commission, the Youth Board, and the Planning/Zoning Board.
Creator:	Henrietta (N.Y. : Town)
Title:	Henrietta planning review case files and town board meeting minutes
Quantity:	0.6 cubic feet
Quantity:	45 microfilm rolls
Inclusive Date:	1898-1992
Series:	A4529

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Arrangement

Arranged by type of record.

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Scope and Content Note

Microfilmed records include mandatory planning review case files (site plan variances) and Henrietta Town Board meeting minutes.

Mandatory planning review case files (site plan variances) include site plans; maps; plans, sketches; photographs, engineering reports, environmental impact statements and studies; project narratives; records of determinations; subdivision reviews; copies of zoning changes; recreation, sewer and water information; and Housing and Urban Development (HUD) materials. These case files were created for such purposes as required reviews of site plans, requests for special building permits, zoning changes, and creation or enlargements of subdivisions.

Other microfilmed records are minutes and hearing proceedings of the Town Board (1898-1992), the Recreation Commission (1978-1992), the Youth Board (1974-1992), and the Planning/Zoning Board.

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Use of Records

Access Restrictions

There are no restrictions regarding access to or use of this material.

Alternate Formats AvailableAlternate Formats Available

Microfilm is available for use at the New York State Archives or through inter-library loan.

Microfilm 45 rolls; 16 and 35 mm. Local Government Records Management Improvement Fund Grant Project Microfilm.

Administrative Information

Existence and Location of Originals

Originals held by local government.

Custodial History

This microfilm was produced by a grant awarded and administered by SARA's Local Government Records Services for the 1994 grant cycle. Grantees submitted two copies of each roll of project film: a silver copy for secure storage at the State Records Center; and a duplicate copy, containing only non-restricted records, for public use at the State Archives research room.

Use copies of rolls containing restricted records are not maintained by the Archives, and are withdrawn from public use at time of accessioning. Security copies of such rolls are held at the State Records Center and are subject to restrictions under law.

Restricted film was marked and use copies were weeded at time of accession; 45 rolls of master negatives (security copy) were sent to the State Records Center (TL 95-174, 175).

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Access Terms

- Zoning
- Local government records
- Planning
- Microfilms
- Monroe County (N.Y.)
- Administering local government
- New York (State)
- Henrietta (N.Y. : Town)--Politics and government