

Town of Canandaigua

5440 Routes 5 & 20 West
Canandaigua, New York 14424

DRAINAGE ADVISORY COMMITTEE

Established October 16, 2017

TUESDAY, FEBRUARY 11, 2020 • 11:00 A.M.

MINUTES—DRAFT #2

Meeting Called by: Charles Oyler, *Chairperson*

Committee Member Present: Richard Krebs

Committee Member Excused: Kathy Page

Town Representatives:

Gary Davis, Canandaigua Town Board Member
Terry Fennelly, Canandaigua Town Board Member
Kaitlynn McCumiskey, Canandaigua Highway Department

Guests:

Paul Congdon, Civil Engineer, Ontario County Department of Public Works
Timothy McElligott, P.E., County Engineer, Ontario County Department of Public Works
Megan Webster, District Manager, Ontario County Soil and Water Conservation District

1. CALL TO ORDER BY THE CHAIR

Mr. Oyler called the meeting to order at 11:00 a.m.

2. APPROVAL OF MINUTES OF JANUARY 14, 2020

The minutes of the January 14, 2020, meeting were approved. The minutes will be posted upon the Drainage Advisory Committee web page and will be distributed to the Town Board members and Town staff via e-mail.

3. DISCUSSION WITH ONTARIO COUNTY REPRESENTATIVES/COUNTY ROAD 16

Mr. Oyler: Introduced Ontario County Engineer Timothy McElligott, P.E., and Civil Engineer Paul Congdon who attended to discuss the County's highway and drainage improvement plan for County Road 16.

Mr. McElligott: Said that hydrologic and hydraulic (H&H) data is now being collected on the 59 cross-pipe culverts of various sizes and shapes in the length of County Road 16 from Wyffels Road to Route 21 for a highway preventive maintenance (milling and re-surfacing) and drainage improvement project to begin this year.

Mr. McElligott: Said that Ontario County Department of Public Works staff will perform much of the drainage culvert improvements. Contractors may be retained for some of this work.

Mr. Congdon: Said that data on about half of the 59 culverts has been compiled to date and is proceeding on County Road 16 from south to north. The data collection is providing a critical overview of the culverts and the drainage concerns that have been expressed by property owners along County Road 16. Mr. Congdon said that there is some overlap in the identification of issues compiled during the County's study and with the Town Drainage Advisory Committee's (DAC) drainage issue spreadsheet of locations.

Mr. Congdon: Said that most of the issues are concerned with undersized and blocked culverts that are located primarily on the south side of County Road 16. He said that most are undersized and that they are finding more deteriorated culverts which are located in more difficult locations as they proceed north toward Wyffels Road.

Mr. Oyler: Said that there are also a number of drainage issues on County Road 16 from the Canandaigua city line south to Wyffels Road. Mr. McElligott said that there are approximately 21 culverts in this section of the road and that a drainage improvement project for this could be planned as funds become available. Mr. Oyler said that some of the concerns may only be maintenance issues at some of the culvert locations.

Mr. McElligott: Said that the improvement project will focus on the cross-pipe culverts. In a 50-year or greater storm, water will flow over the road due to the overdevelopment of the midstream watershed. He said that there is little more than can be done [for storms of this strength] where the dense development has occurred. Mr. McElligott said that even five-year-strength storms can produce drainage issues in heavily developed areas.

Mr. McElligott: Said that the County maintains drainage ditches along the road and in the County right of way. He said that some areas have more issues than others due to the shallow depth of the ditches and where property owners have raked leaves and other debris into the ditches. He said that the County will mobilize maintenance crews when notified and that the County staff monitors the area to identify spot repairs when needed, especially following a storm for clean-up.

Mr. McElligott: Said that the maintenance and repair of culverts under a driveway are the responsibilities of the property owner.

Mr. Fennelly: Said that a number of drainage problems are self-created. Mr. Oyler said neither the Town nor the County can enter upon private property [to correct drainage problems] without formal permission such an easement from the property owner.

Mr. McElligott: Said that usually a property owner will initiate a request to the County [to ask about the process of having a driveway culvert replaced].

Mr. McElligott: Said that when requested the County teams up with property owners by informing them of the culvert pipe size and related materials that would be needed to make repairs to their driveway culverts. The County requests that the pipes and materials be delivered to the County. The County crews will then install the culvert. The County also will provide stone and bedding if required for the installation. The only cost to the property owner is payment of the \$35 work fee permit and the cost of the culvert pipe and materials.

Ms. McCumiskey: Said that the Town often discourages property owners from filling in a drainage ditch. She said that the water flow could be impacted when drainage ditches are filled in.

Mr. Fennelly: Asked about the vintages of the culverts. Mr. Congdon said that they vary in age. The material of the culverts also varies from concrete to corrugated metal.

Mr. Krebs: Asked if the County has considered retention ponds on the hillside slopes. Mr. McElligott said that the County has no plans to consider retention ponds on the slopes because of the ongoing maintenance issues that are required for these retention areas. He said that the installation of retention ponds would be up to the Town and the private property owners.

Mr. McElligott, Mr. Congdon and the DAC: Then reviewed the locations identified on the DAC spreadsheet of drainage issues specifically related to County Road 16. Aerial photographs and elevation contours were also depicted, as follows:

3457 County Road 16	Marcus and Christine Vail
3464 County Road 16	Bradley Cohen
3476 County Road 16	Martin and Kimberly Muehe
3537 County Road 16	Donna Torrens
3545 County Road 16	Michael S. Ray
3548 County Road 16	Scott and Mary Zahn
3734 County Road 16	John S. Alfano
3766 County Road 16	Natalie Eichele
3890 County Road 16	Kathryn Page
4070 County Road 16	David and Sandra Smith
3483 Lakeview Lane	Richard and Janet Richmond

4137 Onnalinda Drive Ki and Sun Sohn

The specific issue with each of the above-listed properties and others were discussed. It was noted by the DAC that possible culvert maintenance by the County may resolve some of the issues and that further review is needed, which the County representatives said that they are willing to do.

Mr. Congdon: Said that the H&H study of all the culverts in the improvement area should be completed by the end of this month. The County will then prioritize the culvert work and make plans for the improvement project.

Mr. Oyler: Asked about the use of elliptical culverts when the diameter of round pipes may be restricted because of the vertical constraints with utilities in the roadway. Mr. McElligott said that elliptical culverts have been used by the County in the past and may be considered, but that they must meet the requirements of the U.S. Army Corps of Engineers. He also said that more expensive box culverts may also be considered in difficult locations.

Mr. McElligott: Said that the County has a budget of \$7 million for the paving and drainage improvements on this section of County Road 16—a significant investment.

Mr. Oyler: Asked about crowning the road during the paving to channel water down off the road surface toward the ditches and drainage structures. Mr. McElligott said that this practice will be done upon the identification of the locations on the road where the technique would be helpful.

Mr. Oyler: Extended the Town's thanks to Mr. McElligott and Mr. Congdon for providing the update to the DAC this morning. He noted the importance of cooperation between the Town and County on these concerns. Mr. McElligott said that his office would review the specific locations on the DAC spreadsheet of drainage issues discussed today as the project gets underway.

4. ONTARIO COUNTY WATER RESOURCES GRANT

Mr. Oyler: Provided an update to Mr. McElligott and Mr. Congdon on the \$2,000 grant received by the Canandaigua Lake Watershed Council from the Ontario County Water Resources Council for a water quality pilot program. It was the consensus of the DAC at the October 2019 meeting that perhaps this grant could fund the retrofit of an existing small stormwater detention basin on Lake Hill Drive near County Road 16 from old standards to new standards for water quality and quantity measures.

5. TOWN OF CANANDAIGUA COMPREHENSIVE PLAN UPDATE

Mr. Oyler: Said that he will submit the DAC section to Town Planner Eric Cooper for the update to the Town Comprehensive Plan that is now in progress (*see Appendix 2*).

6. VOLUNTEERS INTEREST MEETING

Mr. Oyler: Reminded DAC members that the Town will create three new project teams of the Citizens' Implementation Committee in 2020, as follows:

Conservation 2020 Team
Gateway Signage Team
Tree Team

Several of the likely topics for the Conservation 2020 Team may include:

Conservation Subdivision regulations
Town of Canandaigua Purchase of Development Rights Program
Creation of a Town of Canandaigua Transfer of Development Rights Program
Review the work of the previous Conservation Easement Teams
Environmental Protection Overlay District (EPOD)
Protection of Strategic Conservation Areas (farmland, woodland, Padelford Book)
Conservation Easements

The kick-off meeting will be held on **Monday, February 24, 2020**, at 6:00 p.m. at the Town Hall.

7. DRAINAGE ISSUE—2575 COOLEY ROAD

Ms. Webster: Reported that she was contacted by James Moore regarding a drainage issue on a blueline stream at the back of his property at 2575 Cooley Road adjacent to the old Peanut Railroad Line. She said that the stream was maintained at one time but that is now out of maintenance with a great deal of tree growth. Mr. Moore reported that the stream is not flowing properly and is backing up and overflowing onto his property, which is a pasture. Ms. Webster said that Mr. Moore previously farmed the land but cannot do so now due to this drainage issue. She said that the property is relatively flat and that there is no way to drain out the area. Ms. Webster said that Highway Superintendent James Fletcher has indicated that this is a maintenance concern on private property and is not a specific water quality concern for the Town.

Ms. Webster: Reported that the Ontario County Soil and Water Conservation District will host a Rural Roads Workshop focusing on drainage, ditches and maintenance for rural road systems, with a focus on water quality following heavy rains. The program will be presented by David Orr, P.E., Director of the Cornell University Local Roads Program at a date, time and location to be determined. Ditches carry collected surface water to natural streams. They also collect some subsurface water from the base of a road or surrounding land. If maintained properly, they keep water away from the roadbed which helps the road last longer. Ditches can also divert water to and from a highway. A properly managed ditch is relatively shallow and only drains a small area. If the ditch has to carry additional flow, it is best to get help from the local soil and water conservation

district or other professionals to make sure that the ditch will do the job correctly. Ditches are also used by surrounding landowners to carry the flow of water away from fields. If done properly, this can work fine, but it needs to be done carefully in coordination with both the landowner or farmer and the local highway department. If done improperly, pollutants and sediment from the field can get into and clog up the ditch.

Ms. Webster: Also reported that the Ontario County Soil and Water Conservation District can provide hydroseeding materials and equipment to the Town for the stabilization of areas along a road.

8. NEXT MEETINGS AND ADJOURNMENT

The next meeting of the Committee will be:

Tuesday, March 10, 2020 11:00 a.m. Highway Dept. Conference Room

Subsequent meetings will be:

Tuesday, April 14, 2020	11:00 a.m.	Highway Dept. Conference Room
Tuesday, May 12, 2020	11:00 a.m.	Highway Dept. Conference Room
Tuesday, June 9, 2020	11:00 a.m.	Highway Dept. Conference Room

The meeting was adjourned at 12:40 p.m.

Respectfully submitted,

John M. Robortella

E-mail distribution:

Krebs, Richard
Oyler, Charles
Page, Kathy

cc. to:

Bloom, Tina
Brabant, Lance
Chrisman, Jean
Cooper, Eric
Davis, Gary
Dworaczyk, Linda
Fennelly, Terry
Finch, Doug
Fletcher, Jim
Hotaling, Greg
Jensen, Chris
Marthaller, Joyce
McCumiskey, Kaitlynn
Menikotz, Cathy
Nadler, Christian
Olvany, Kevin
Reynolds, Sarah
Rowlinson, Michelle
Simpson, Jared
Webster, Megan

*Appendix 1:***TOWN OF CANANDAIGUA DRAINAGE DISTRICTS
As of September 2019****1. Ashton Place Drainage District**

- Created January 26, 1987.
- Does not spell out process for expenditures or reason for the creation; however, it does include the parcels to be in the drainage district.
- This drainage district is listed on the 2007 map of drainage districts.

2. Fox Ridge Drainage District (West Lake View Estates)

- Created September 14, 1987.
- Does not spell out process for expenditures or reason for the creation; however, it does include the parcels to be in the drainage district.
- This drainage district is listed on the 2007 map of drainage districts.
- Amended—June 6, 2006 to Fox Ridge Drainage District including phase 5 to include “associated apparatus, appurtenances and incidental improvements and expenses in connection therewith, including necessary maintenance of any existing drainage facilities and improvements.”

3. Lakewood Meadows Drainage District

- Created August 30, 2004.
- Shall encompass all phases of Lakewood Meadows.
- Purpose “construction of a neighborhood regional storm water management facility, associated apparatus, appurtenances and incidental improvements and expenses in connection therewith, including necessary maintenance of any existing drainage facility and improvements.”
- Subject to permissive referendum.
- This drainage district is listed on the 2007 map of drainage districts; however, phase 9/10 St. James Parkway is not shown on the 2007 map.

4. Lakeside Estates Drainage District

- Created April 8, 2002.
- Purpose “construction of a neighborhood regional storm water management facility, associated apparatus, appurtenances and incidental improvements and expenses in connection therewith, including necessary maintenance of any existing drainage facility and improvements.”
- This drainage district is listed on the 2007 map of drainage districts.

5. Landings Drainage District

- Created June 25, 1990.
- No language at all in the creation resolution relating to the purpose or intent.
- Will need further review of the filed petition requesting the district.
- This drainage district is listed on the 2007 map of drainage districts.

6. Old Brookside Drainage District

- Created April 1, 1974 (amended June 10, 2002).
- Purpose “construction of a neighborhood regional storm water management facility within the Old Brookside Development, associated apparatus, appurtenances and incidental improvements and expenses in connection therewith, including necessary maintenance of any existing drainage facility and improvements.”
- This drainage district is listed on the 2007 map of drainage districts.

7. Stablegate Drainage District

- Created August 11, 2003.
- Purpose “construction of a neighborhood regional storm water management facility within the Stablegate Subdivision, associated apparatus, appurtenances and incidental improvements and expense in connection therewith, including necessary maintenance.”
- This drainage district is listed on the 2007 map of drainage districts.

8. Route 332 Consolidated Drainage District

- Created February 22, 1983 (amended January 16, 2007).
- Purpose “construction of a neighborhood regional storm water management facility, associated apparatus, appurtenances and incidental improvements and expense in connection therewith, including necessary maintenance.”
- This drainage district is listed on the 2007 map of drainage districts.

9. Waterford Point Drainage District

- Created June 10, 2002.
- Purpose “construction of a neighborhood regional storm water management facility within the Waterford Point Subdivision, associated apparatus, appurtenances and incidental improvements and expense in connection therewith, including necessary maintenance.”
- This drainage district is listed on the 2007 map of drainage districts.

DRAINAGE DISTRICTS DISSOLVED**1. Amber Meadows/Hammocks Drainage District**

Recommended for dissolution at the Committee meeting on September 10, 2019

Dissolved by the Town Board on November 18, 2019

- Created December 16, 2008.
- Has an anticipated maximum charge of \$857.50 per annum (\$0.07 per \$1,000 assessed value or approximately \$24.50 per lot) spelled out in the establishment resolution during the creation.
- Created to maintain storm sewer system and stormwater management area.
- Subject to permissive referendum.
- Does not spell out process for expenditures.
- This drainage district is not listed on the 2007 map of drainage districts.

2. Miller Subdivision Drainage District***Recommended for dissolution at the Committee meeting on August 13, 2019******Dissolved by the Town Board on November 18, 2019***

- Created January 16, 2007.
- This is vacant land currently owned by Morrell Builders.
- Purpose “construction of a neighborhood regional storm water management facility within the Miller Subdivision, associated apparatus, appurtenances and incidental improvements and expense in connection therewith, including necessary maintenance of any existing drainage facilities and improvements.”
- This drainage district is listed on the 2007 map of drainage districts.

3. North Road Drainage District***Recommended for dissolution at the Committee meeting on September 10, 2019******Dissolved by the Town Board on November 18, 2019***

- Created October 18, 1971.
- Location “northwesterly along the centerline of Mohawk Lane, north-easterly along the centerline of North Road, northwesterly at right angles to the centerline of North Road, northeasterly parallel with the centerline of North Road, southeasterly at right angles to course a distance of 535 feet to the city line, and southwesterly along said city line.
- Purpose appears to coincide with the North Road Sewer Improvement Area.
- This drainage district is NOT listed on the 2007 map of drainage districts.

4. Olivieri Subdivision Drainage District***Recommended for dissolution at the Committee meeting on September 10, 2019******Dissolved by the Town Board on November 18, 2019***

- Created May 1, 2007.
- Location at the corner of CR30 and Brace Road.
- Purpose “construction of a neighborhood regional storm water management facility, associated apparatus, appurtenances and incidental improvements and

expenses in connection therewith, including necessary maintenance of any existing drainage facility and improvements.”

- District was created in conjunction with a subdivision that was not constructed; however; the drainage district was never dissolved.
- This drainage district is listed on the 2007 map of drainage districts.

5. Purdy Road Drainage District

Recommended for dissolution at the Committee meeting on September 10, 2019

Dissolved by the Town Board on November 18, 2019

- Town Board authorized Highway Superintendent on September 5, 2006, to create a drainage district in the Purdy Road area; however, no actual resolution or legislation is found to have actually created the district.
- This district is listed on the 2007 map of drainage districts as part of Rt. 332.

6. Sagamore Hills Drainage District

Recommended for dissolution at the Committee meeting on September 10, 2019

Dissolved by the Town Board on November 18, 2019

- Created August 10, 1987.
- Location “unknown.”
- Purpose “based on a letter from MRB July 27, 1987—no additional info in the resolution.”
- This drainage district is NOT listed on the 2007 map of drainage districts.

Appendix 2:

DRAINAGE ADVISORY COMMITTEE INVOLVEMENT IN THE UPDATE OF THE CANANDAIGUA COMPREHENSIVE PLAN

Town of Canandaigua Comprehensive Plan Update Drainage Advisory Committee

Purpose

The purpose of this Storm Drainage Summary is to provide the Town of Canandaigua with a document that provides basic information of the existing municipal storm drainage system.

- Compiles basic information relevant to the storm drainage system.
- Describes the basic functional parameters of the system.
- Describes and graphically illustrates recommended improvements.
- Provides a physical tool for informing individual citizens and other interested parties of the existing system and proposed improvements.

Background

The Town of Canandaigua's population and density placed it under evaluation as an operator of a small MS4 by the New York State Department of Environmental Conservation. The Town of Canandaigua is a regulated traditional land use small MS4 located within an urbanized area as of the year 2010 Census. In March of 2013 the Town filed a Notice of Intent to operate and regulate under the guidelines of the State Pollutant Discharge Elimination Systems General Permit. From the years of 2013 to 2016, the Town documented and adopted all requirements of the permit and in March of 2017 fully implemented a Storm Water Management Program.

Existing Conveyance System Overview

The Town maintains a stormwater system which conveys flow from developed and undeveloped properties as well as runoff from agricultural and forest land. The system consists of a wide range of facilities, including natural channels, underground storm drain piping, roadside ditches, culverts, and constructed open channels.

There are only a few roadways with roadside culverts and stormwater inlets that are not directed through stormwater management facilities before entering the Town's waterways.

- Butler Road
- Wyffles Road

- Laura Lane
- Silvernail Drive and Timberline Drive

The remainder of the Stormwater Infrastructure exists within planned residential subdivisions and commercial developments. These developments direct their stormwater to various management facilities (ponds and other systems).

Stormwater Management Facilities

= number of facilities documented

Items with a “T” are maintained by the Town

Admar (T)
 Aegis Solar
 Ashton Place (T)
 Canandaigua, Town of (3) (T)
 Candlewood Townhouse
 Centerpointe Apartments
 Centerpointe Townhomes (3)
 Creekview Apartments
 Deuel Road (T)
 Ferris Hills (2)
 FLCC (2)
 Fox Ridge (5) (T)
 GMC
 Goodman
 Hammocks
 Happiness House (3)
 Hillcrest (T)
 Holiday Inn
 Honda
 Hyundai
 Lakeside Estates (3) (T) (1)
 Lakewood Meadows (9) (T)
 Lalit
 Nissan
 North Road
 Old Brookside (2) (T)
 Pactiv (3)
 Stablegate (2) (T)
 Stella's
 Sucker Brook (T)
 Tops
 Town Campus (T)
 Toyota
 Trolley (2)

VA Housing (2)
Villas (3)
Widewaters
Zion

The Town of Canandaigua natural drainage carries water to three watersheds: Canandaigua Lake, the Canandaigua Lake Outlet, and Hathaway Brook. A large majority of the Town is in the Canandaigua Lake watershed meaning that human activity throughout much of the Town will have a potential impact on the health of our Lake and quality of the drinking water.

The Town maintains a storm water system which conveys flow from developed and undeveloped properties as well as runoff from agricultural and forest land. The system consists of a wide range of facilities, including natural channels, underground storm drain piping, roadside ditches, culverts, and constructed open channels.

There are only a few roadways with roadside culverts and stormwater inlets that are not directed through stormwater management facilities before entering the Town's waterways. They are mostly older developments within the Town such as Butler Road, Wyffels Road, Laura Lane, Silvernail/Timberline Drive and Saddleback. The remainder of the Stormwater Infrastructure exists within planned residential subdivisions and commercial developments. These developments direct their stormwater to various management facilities.

"The Town of Canandaigua administers nine special drainage districts. These drainage districts, which largely relate to planned residential developments noted previously, were created in order to provide funds for cleanout of the stormwater management facilities. Traditionally these ponds need to be cleaned out every 7–10 years. These drainage districts were never designed to fix newly occurring drainage issues in the Town at large but only for ongoing maintenance. A recent review of these districts . . .

"As a result of the 2010 Census, the Town of Canandaigua's population and density placed it under evaluation as an operator of a small MS4 by the New York State Department of Environmental Conservation. The Town of Canandaigua is a regulated traditional land use small MS4 located within an urbanized area. In March of 2013 the Town filed a Notice of Intent to operate and regulate under the guidelines of the State Pollutant Discharge Elimination Systems General Permit. From the years of 2013 to 2016 the Town documented and adopted all requirements of the permit and in March of 2017 fully implemented a Storm Water Management Program.

"Additionally, in October 2017, The Town of Canandaigua Drainage Advisory Committee was established in order to address drainage issues throughout the Town and to provide a better, more streamlined way for residents to submit concerns and problems relating to water drainage and flooding. Its creation was due in part to an inordinately wet year and brought attention to the need for forward thinking view of stormwater. The Drainage Advisory Committee has created a spreadsheet and identified a number of drainage issues within the Town that may require further review and potential remedy. That list is included as appendix 000."

The spreadsheet describes the property of concern, the property owner, the drainage concern and any notes pertinent to the issue. This list will remain active and additional properties will be added and investigated as received.

The spreadsheet is the committee's "scorecard" and it has enabled it to locate, describe and track progress made on relieving the reported issues. Moving forward, I see the DAC using the spreadsheet as a resource to prioritize, design and seek public and private funding required to resolve these and any other issues that may develop.

This committee document and the inventory of storm drainage infrastructure found in the adopted Town Storm Water Management Plan can be used as a base for a Drainage Master Plan that would include the inventory and inspection records from the MS4 program maintains of Stormwater Management Facilities, determine which facilities are the responsibility of the Town to maintain, determine a maintenance schedule for those facilities (10 years? 15 years?) when the facilities will need maintenance.. and create a yearly budget that will plan ahead for the maintenance costs.

The components of the MS4 would be a great foundation of the plan and the deliverables of the effort would also include a discussion and hopefully possible solutions to the issues Town staff has to deal with in the course of their duties Also, future needed projects, their priorities, their cost and potential funding methods and sources would be included in the document.

Future Actions

With the existing and expanded database the Town, County and Watershed Association have developed over time, the Town should take this information and use it as a starting point for a Drainage Master Plan that would include existing conditions, which facilities the Town is responsible to maintain, a determination where deficiencies with regard to size, location and condition occur, a design and cost to resolve these deficiencies and a priority list of the order of the projects to be proposed.

Funding for the Plan as well as the design and construction of the resulting projects will have to be determined. Options include using established Drainage Districts, expanding districts, creating new districts. The creation of a Town wide Drainage Authority which collects funds and pays for projects should be considered. Assessment fees related to storm water similar to the Park and Rec fee for new projects have been used in other States and should be looked at in New York.

Since many of the drainage issues occur on or along County or State highways continued communication and contact with the appropriate agencies should occur periodically.