

## *Town of Canandaigua*

5440 Routes 5 & 20 West  
Canandaigua, New York 14424  
(585) 394-1120 / Fax (585) 394-9476

### **PLANNING REVIEW COMMITTEE (PRC)**

**Tuesday, April 13, 2020 • 9:00 a.m.**

### **MEETING MINUTES**

*All applicants are hereby given notice that the following report provides positive input to keep the application process moving forward. There may likely be additional PRC comments or Planning/Zoning Board of Appeals comments forthcoming based upon further review by the members of the PRC or respective boards.*

***If PRC requirements are not submitted by the deadline given in the minutes, the application will not appear on the Planning Board or Zoning Board of Appeals agenda(s).***

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### **PLANNING BOARD APPLICATION FOR TUESDAY, MAY 26, 2020**

**CPN-20-021**      **Venezia & Associates, 336 N. Main Street, Canandaigua, N.Y. 14424; representing Jeffrey and Heather Carson, 249 North Pleasant Street Canandaigua, N.Y 14424; owners of property at 5610 Buffalo Street Extension**  
TM #83.00-1-38.200  
Requesting a Single-Stage Site Plan for construction of a single-family residence.

#### Application Information:

1. A Public Hearing **IS NOT** required.
2. State Environmental Quality Review (SEQR)—**Type II Action.**
3. A referral to the Ontario County Planning Board **IS NOT** required.
4. The Planning Review Committee will forward a copy of the application and supporting documentation to the following agency/agencies for their review and recommendation:
  - Tyler Ohle, Watershed Inspector (electronic)
  - Chris Jensen, Town Code Enforcement Officer (electronic)
  - Mark Stryker, Town Agricultural Advisory Committee (electronic)
  - James Fletcher, Town Highway Superintendent (electronic)

➤ Jim Russell, Chief, Cheshire Fire Department (1 paper copy)

The applicant shall submit the following requested information to the Town Development Office **prior to 4:00 p.m. FRIDAY, APRIL 17, 2020**, to be considered for the **TUESDAY, MAY 26, 2020**, Planning Board agenda:

1. See attached ***One-Stage (Preliminary & Final) Site Plan Checklist***—All items with an open circle to the right must be addressed prior to the application being further processed, as follows:

**General Content:**

Names of owners of all abutting land.

Name and seal of the New York State licensed professional engineer or surveyor responsible for the plan. *Engineer stamp needed and surveyor not signed.*

Date, north point and scale. The site plan shall be at a scale of no more than 100 feet to the inch: *Provide a bar scale.*

A signature block for the Planning Board Chairperson and others as may be required: *Provide a signature block for the Highway Superintendent.*

A completed agricultural data statement form identifying whether the site lies within an area which is further regulated under § 283-a of Town Law, as amended.

For lots located within or adjacent to established Ontario County Agricultural District lands, the site plans shall have a general note that identifies and thereby acknowledges the provisions of the Town's Right to Farm Law.

**Existing Conditions:**

All existing significant man-made features including but not limited to:

Location of all other existing utility lines and related facilities including gas, electric and telephone: *Barn must have at least electric currently?*

**Proposed Conditions: Development:**

Location, size and invert elevations of all proposed sanitary and storm sewers and locations of all manholes and culverts: *How is roof drainage handled?*

Location of all other proposed utility lines and related facilities including gas, electric and telephone.

**Final Site Plan Requirements: Chapter 220, Section 220-70:**

Cost estimates for improvements where surety may be required by the Planning Board including but not limited to: landscaping, and stormwater and erosion control measures. Sureties shall comply with Town Code § 174-32 "Surety."

2. The applicant shall provide **2** complete hard copies of the plans. The applicant shall also submit a **PDF FILE** of the plans via e-mail to the Development Office at:

**devclerk@townofcanandaigua.org**

Information for the Applicant:

1. The applicant will receive a copy of the Planning Board meeting agenda approximately 10 days prior to the meeting date. The applicant is required to be in attendance at the meeting. If the applicant cannot attend the meeting and wishes the Planning Board to act on the application in their absence, the applicant shall contact the Development Office prior to 12:00 p.m. the day of the meeting.
2. The property owner is on notice that no development shall commence until the proper permits have been obtained from the Town's Development Office.
3. Your application will be referred to an outside consultant and/or consultants hired by the Town of Canandaigua (Town Engineer, Watershed Inspector, Town Attorney, etc.). ***YOU—the property owner—will be invoiced by the Town for the reimbursement of these expenses.*** The property owner is on notice that he or she is responsible for reimbursing the Town for any/all consultant fees accrued by the Town regarding this application. This includes resolutions written by the Town Engineer for each Zoning Board of Appeals or Planning Board meeting.