

Town of Canandaigua

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

Established 1789

PLANNING REVIEW COMMITTEE (PRC) Meeting Notes of June 15, 2020

TO: JERI FREDERICKS
FROM: DEVELOPMENT OFFICE
EMAIL: JERI2LOU@FRONTIERNET.NET
DATE: Tuesday, June 16, 2020

You are hereby given notice that the following report provides positive input to keep the application process moving forward.

Please be aware that failure to submit the requested information by the deadline listed below will likely result in your application being deemed incomplete. Incomplete applications are not placed on any agenda and will not be referred to outside agencies for review.

ZONING BOARD OF APPEALS APPLICATION FOR TUESDAY, JULY 21, 2020
PLANNING BOARD APPLICATION FOR TUESDAY, JULY 28, 2020

CPN-20-037 Jeri Lou Fredericks, owner of property at 2300 Brickyard Road
TM #69.00-1-9.510

Requesting an Area Variance and a Single-Stage Site Plan approval to construct a pole barn 12 feet from the property line (new garage associated with tourist home; modification of site plan for Special Use Permit).

Application Information:

1. A Public Hearing **IS** required (for the Zoning Board of Appeals application).
2. State Environmental Quality Review (SEQR)—**Unlisted Action**.
3. A referral to the Ontario County Planning Board **IS** 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:
 - Chris Jensen, Town Code Enforcement Officer (digital PDF file)
 - Mark Stryker, Town Agricultural Advisory Committee (digital PDF file)
 - Ontario County Planning Board (digital PDF file)
 - Frank Magnera, Chief, Canandaigua City Fire Department (digital PDF file)

The applicant shall submit the following requested information to the Town Development Office **prior to 4:00 p.m. FRIDAY, JUNE 19, 2020**, to be considered for the **TUESDAY, JULY 21, 2020**, Zoning Board of Appeals agenda; and the **TUESDAY, JULY 28, 2020**, Planning Board agenda.

1. See attached ***Sketch Plan Checklist***—All items with an open circle to the right must be addressed prior to the application being further processed, as follows:

The Sketch Plan shall be clearly designated as such and shall identify all existing and proposed:

- Utilities (i.e., location of electric, gas, well septic, sewer, cable): *Any proposed utilities?*
 - Development including buildings, pavement and other improvements including setbacks: *Provide the south side setback.*
2. The Planning Board will determine whether or not to grant the waiver application from submission of a Professionally Prepared Site Plan.
 3. Submit a New Structure Permit application.
 4. Submit a written Statement of Operations for the bed and breakfast.
 5. A property survey will be required prior to the issuing of a Building Permit
 6. The applicant shall provide **1** complete hard copy 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 Zoning Board of Appeals and the Planning Board meeting agendas approximately 10 days prior to the meeting dates. The applicant is required to be in attendance at the meetings. If the applicant cannot attend the meetings and wishes the Zoning Board of Appeals and/or 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.