

# *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 August 13, 2018**

**TO:** ADAM FROSINO & ROBERT MINCER  
**FROM:** DEVELOPMENT OFFICE  
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**DATE:** Tuesday, August 14, 2018

*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.*

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### **PLANNING BOARD APPLICATION FOR THE TUESDAY, SEPTEMBER 25, 2018, AGENDA:**

**CPN-18-055 McFarland Johnson, 2525 State Route 332, Suite 101, Box 6, Canandaigua, N.Y. 14424, representing the Ontario County Industrial Development Agency, 20 Ontario Street, Suite 106-B, Canandaigua, N.Y. 14424, owner of property at 2450 Brickyard Road (Canandaigua Airport)**

TM #70.00-1-74.110

Requesting Single-Stage Site Plan approval for construction of a new 2,700-square-foot metal snow removal equipment building within the Canandaigua Airport property including associated grading, driveway and utility connections.

#### Application Information:

1. A Public Hearing **IS NOT** required.
2. State Environmental Quality Review (SEQR)—**To be determined.**
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:

- David Degear, Canandaigua–Farmington Water and Sewer District
- James Fletcher, Town Highway and Water Superintendent
- MRB Group, D.P.C.
- Ontario County Planning Board
- Frank Magnera, Chief, Canandaigua City Fire Department

The applicant shall submit the following requested information to the Town Development Office prior to 4:00 p.m. **FRIDAY, AUGUST 17, 2018**, to be considered for the **TUESDAY, SEPTEMBER 25, 2018**, Planning Board agenda:

1. See attached ***One-Stage (Preliminary and 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: Show the full extent of the property and identify the owners of abutting properties.

A signature block for the Planning Board Chairperson and others as may be required: Provide signature blocks for the Planning Board Chairperson, Town Engineer, Canandaigua–Farmington Water and Sewer District Superintendent, and Canandaigua Highway and Water 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 which identifies and thereby acknowledges the provisions of the Town’s Right-to-Farm Law.

Current zoning of the land including district boundaries and all setback dimensions for said zoning district(s).

**Existing Conditions:**

All existing property lines, with bearings and distances including the subject (parent) parcel Tax Map numbers.

Area of the subject lot(s).

Required building setback lines on each lot.

Sufficient data to determine readily the location, bearing and length of every existing street, easement, lot and boundary line, and to reproduce such lines on the ground, including:

- The length of all straight lines, radii, lengths of curves and tangent bearings for each street.
- All dimensions and angles or bearings of the lines of each lot and of each area proposed to be dedicated to public use.

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

Buildings with property line setbacks.

Show the full extent of the property and identify the owners of abutting properties.

Show width, location and sight distances for all private driveways. Show all existing streets on or adjacent to the subject lot including names, right-of-way widths and pavement widths.

Show the location of fire hydrant(s).

Show the location of drainage features including stormwater ponds, swales, culverts and known underground drain tiles.

**Proposed Conditions:**

The proposed building setback from each property line and other buildings on the same lot.

Location and description of all swales, ponds, basins, fences, dikes or other devices required to control soil erosion and sedimentation or otherwise comply with the provisions of the Town Soil Erosion and Sedimentation Control Law (*see* Chapter 165).

Outdoor lighting, if any (add to notes).

A description of all approvals required from outside agencies.

Schedule for development including a detailed sequence of construction and estimated dates for start and completion.

**Final Site Plan Requirements—Chapter 220, Section 220-69:**

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. Clarify and identify all other agencies which must be included in the Site Plan review.
3. The applicant shall provide **11** 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 this 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.