

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 December 17, 2018

TO: ROBERT MINCER, ONTARIO COUNTY IDA
FROM: DEVELOPMENT OFFICE
EMAIL: ROBERT.MINCER@CO.ONTARIO.NY.US
DATE: Tuesday, December 18, 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.

PLANNING BOARD APPLICATION FOR TUESDAY, JANUARY 22, 2019:

CPN-18-086 McFarland Johnson, c/o Zachary A. Staff, PP, AICP, Senior Airport Planner/Project Manager, 2525 State Route 332, Suite 101, Canandaigua, N.Y. 14424; representing the Ontario County Industrial Development Agency, c/o Robert Mincer, Airport Manager, 20 Ontario Street, Canandaigua, N.Y. 14424, owner of property at 2450 Brickyard Road (Canandaigua Airport)

TM #70.00-1-74.110

TM #69.00-1-13.100

Requesting Sketch Plan review for development of a 20-year airport layout plan.

Application Information:

1. A Public Hearing **IS NOT** required.
2. State Environmental Quality Review (SEQR)—**not applicable at Sketch Plan review.**
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:

➤ Canandaigua Town Board

- John Berry, Canandaigua Lake County 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, DECEMBER 21, 2018**, to be considered for the **TUESDAY, JANUARY 22, 2019**, Planning Board agenda:

1. See attached *Sketch Plan Checklist (Chapter 220: §220-66)*—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:

- Zoning classification and required setbacks.
 - Land features including environmentally sensitive features identified in the NRI (woods, streams, steep slopes, wetlands).
2. Provide an overall schematic phasing plan for construction of the proposed structures and improvements.
 3. Provide clarification of the use of Thomas Road as the main public entrance to the airport (discussion with Town Manager Doug Finch and/or the Canandaigua Town Board).
 4. Provide a response letter (when available) from the Federal Aviation Administration (FAA) regarding the sidewalk and the Auburn Trail.
 5. The applicant shall provide **13** 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.