

## *Town of Canandaigua*

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

### **PLANNING REVIEW COMMITTEE (PRC) MEETING MINUTES—MARCH 11, 2019**

*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 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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#### **ZONING BOARD OF APPEALS APPLICATION FOR TUESDAY, APRIL 16, 2019**

#### **PLANNING BOARD APPLICATION FOR TUESDAY, APRIL 23, 2019**

**CPN-19-020**

**Meagher Engineering, c/o Justin Kellogg, P.E., P.O. Box 76, Victor, N.Y. 14564, representing David Wilcox and Valeri Polisseni Wilcox, 31 Hyacinth Lane, Fairport, N.Y. 14450, owners of property at 3719 and 3725 County Road 16**

TM #113.05-1-28.000

TM #113.05-1-29.000

Requesting four Area Variances, requesting the combination of two parcels, and requesting Single-Stage Site Plan approval for the tear down of two existing homes and one garage and construction of a new single-family residence.

Requested Area Variances:

Front Yard Setback: 12-foot setback where 60 feet is required; variance of 48 feet.

Rear Yard Setback: 26-foot setback where 60 feet is required; variance of 34 feet.

Building Coverage: 17.99 percent where 15 percent maximum is allowed; variance of 2.99 percent.

Lot Coverage: 26.98 percent where 25 percent maximum is allowed; variance of 2.99 percent.

Two existing variances from the parcel at 3725 County Road 16 are on file for carry-overs.

Application Information:

1. A Public Hearing **IS** required.
2. State Environmental Quality Review (SEQR)—**Type II 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:
  - John Berry, Canandaigua Lake County Sewer District
  - James Sprague, City Public Works
  - Ray Henry, Town Historian (for 3725 County Road 16)
  - Chris Jensen, Town Code Enforcement Officer
  - Town Environmental Conservation Board
  - James Fletcher, Town Highway and Water Superintendent
  - MRB Group D.P.C.
  - Ontario County Planning Board
  - Mike Northrop, Chief, Cheshire Fire Department
  - Kevin Olvany, Canandaigua Lake Watershed Council
  - William Wright, Ontario County Department of Public Works

The applicant shall submit the following requested information to the Town Development Office **prior to 4:00 p.m. FRIDAY, MARCH 15, 2019**, to be considered for the **TUESDAY, APRIL 16, 2019**, Zoning Board of Appeals agenda and the **TUESDAY, APRIL 23, 2019**, 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:**

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

Delineation of natural features described in the NRI including: Existing watercourses (label the existing stream).

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

- Sanitary and storm sewers.
- Public and private wells, water mains and fire hydrants.
- Location of all other existing utility lines and related facilities including gas, electric and telephone.

**Proposed Conditions: Development:**

Delineation of limits of any land to be disturbed in any manner including areas to be cleared of vegetation, cut, filled, excavated or graded. The delineation shall include dimensions and other references needed to allow efficient field verification.

Location and size of all proposed water mains, laterals, hydrants, meters and valves.

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

Proposed vegetative land cover and landscaping: Provide a landscape schedule.

Outdoor lighting: Dark-sky-compliant lighting.

**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 storm water and erosion control measures. Sureties shall comply with Town Code §174-32 “Surety.”

2. Provide a cover letter indicating compliance with the Town Shoreline Development Guidelines.
3. Provide elevation renderings of the residence.
4. Provide a cover letter to indicate compliance with the town’s *Site Design and Development Criteria*, Article V—Drainage Improvements, Section D—Water Quality and Quantity Requirements, Paragraph (3) a), i.e.:

If the total project disturbance is 20,000 square feet or more, the project will be required to provide water quality preservation measures and be designed to manage the impacts of a 2-year design storm.

5. The applicant shall provide **23** 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 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 these meetings 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.