

## *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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#### **ZONING BOARD OF APPEALS APPLICATION FOR TUESDAY, MAY 19, 2020**

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

##### **CPN-19-059**

**John Casey, owner of property at 3814 County Road 16**

TM #112.00-1-72.00

Amended Site Plan approval and Area Variance for installation of pavers along the lakefront and in front of the accessory structure.

Single-Stage Site Plan for rip-rap shoreline and to bring in earth and stone to raise the grade of the shoreline originally approved on September 10, 2019 (CPN-19-059).

#### Application Information:

1. A Public Hearing **IS** required (for Zoning Board of Appeals application).
2. State Environmental Quality Review (SEQR)—**Previously determined and will likely need amendment.**
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 (1 paper copy)

- Chris Jensen, Town Code Enforcement Officer (electronic)
- Town Environmental Conservation Board (electronic)
- James Fletcher, Town Highway and Water Superintendent (electronic)
- MRB Group DPC (electronic)
- Ontario County Planning Board (electronic)
- Kevin Olvany, Canandaigua Lake Watershed Council (electronic)
- Luke Scannell, Environmental Engineer, NYSDEC (1 paper copy)
- William Wright, Ontario County DPW (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 19, 2020**, Zoning Board of Appeals agenda and 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:**

All dimensions shall be shown in feet and in hundredths of a foot: *Setbacks only as tenths.*

Proposed development name or identifying title (Preliminary Site Plan of Property Owner): *Note as Site plan.*

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 legible location map.

A map revision box.

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

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

**Existing Conditions:**

Existing contours at vertical intervals of 20 feet, including the source of the information. In the case of steep or unusual tracts, the Planning Board may require contours at such lesser intervals as it finds necessary for study and planning of the tract: *Show contours.*

Existing vegetative land cover: *Show trees on site.*

Delineation of natural features described in the NRI including:

Land exceeding a slope of 10%.

FEMA Special Flood Hazard Zone boundaries and designations, including the Flood Hazard Zone, Community Map Panel Number and the effective date of the Flood Insurance Mapping as shown.

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

Limits of pavement and parking areas. *Suggest showing driveway across the street as it relates to the proposed lift.*

Sanitary and storm sewers: *Show connection.*

Public and private wells, water mains and fire hydrants. *Show connection.*

Location of all other existing utility lines and related facilities including gas, electric and telephone. *Show connection.*

### **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.

Existing and proposed contours, at vertical intervals of no more than five feet.

The proposed building setback from each property line and other buildings on the same lot: *Lift, patio, ret. wall setbacks.*

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*).

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

Location, size and invert elevations of all proposed sanitary and storm sewers and locations of all manholes, inlets and culverts.

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

Proposed vegetative land cover and landscaping.

Outdoor lighting: *What is proposed?*

A description of all approvals required from outside agencies: *Is an amended DEC permit required due to fill beyond MHW? If already received, please provide copies.*

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

**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. Provide a statement of compliance with the Shoreline Development Guidelines.
3. Provide detail of the concrete pad.
4. Provide a summary/narrative of the required Area Variances.
5. Clarify proposed work in the Ontario County right of way.
6. Clarify if any lighting will be installed.
7. Submit payment of \$100 for an additional variance beyond those applied for last year.
8. Provide a plan showing a comparison of the previously approved Site Plan with the proposed plan.
9. Any structures in the Right-of-Way must be detailed as being removed as they are in violation of NYS Building Code.
10. The applicant shall provide **4** 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](mailto: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 re-

- quired 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.