

# *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 March 14, 2016**

**TO:** JOHN CASEY  
**FROM:** DEVELOPMENT OFFICE  
**FAX #:** VIA EMAIL – JOHNTCASEYJR@GMAIL.COM  
**DATE:** THURSDAY, APRIL 21, 2016

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

**NOTE:** 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.

**John Casey, 3796 County Road 16, Canandaigua, N.Y. 14424**  
**Property address: 3796 County Road 16**  
**(TM #113.09-2-3.000) (CPN-025-16)**

### Application Information:

1. The applicant is seeking One-stage Site Plan approval for the installation of an 18-foot x 40-foot in-ground swimming pool in the rear yard of an existing single-family dwelling with a 3-foot-wide concrete sidewalk/patio surrounding the pool at 3796 County Road 16 in the Residential Lake District Zoning District.
2. State Environmental Quality Review (SEQR)—Type II
3. A referral to the Ontario County Planning Board IS NOT required.
4. The PRC will forward a copy of the application and supporting documentation to the following agencies for their review and recommendation:
  - Kevin Olvany, Canandaigua Lake Watershed Council
  - James Fletcher, Town Highway Superintendent

The applicant shall submit the following requested information to the Town Development Office prior to 4:00 p.m. on **TUESDAY, APRIL 26, 2016**, to be considered for the **MAY 24, 2016**, Planning Board agenda:

1. See **One-Stage Review (Preliminary & Final) Site Plan Checklist**—All items with an open circle to the right must be addressed prior to the application being further processed.

### General Content:

- Information shown on the Preliminary Site Plan shall be organized to clearly depict existing and proposed conditions and assist the Planning Board's understanding of potential impacts as well as proposed mitigation.
- Proposed development name or identifying title (Preliminary Site Plan of Property Owner).
- Name of the owner of the property.
- Names of owners of all abutting land.
- Name and seal of the New York State licensed professional engineering or surveyor responsible for the plan.
- Date, North point and scale. The site plan shall be at a scale of no more than 100 feet to the inch.
- A legible location map.
- A map revision box.
- A map legends/key.
- A signature block for the Planning Board Chairperson and others as may be required.
- An area for general map notes.
- Current zoning of the land including district boundaries and all setback dimensions for said zoning district(s). Include the Zoning Board of Appeals variance.

### 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 1) the length of all straight lines, radii, lengths of curves and tangent bearings for each street; and 2) all dimensions and angles or bearings of the lines of each lot and of each area proposed to be dedicated to public use.

- The boundaries and nature of all existing easements, deed restrictions and other encumbrances.
- 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.
- Existing vegetative cover.
- Buildings with property line setbacks.
- Drainage features including storm water ponds, swales, culverts and known underground drain tiles (describe how water coming down the hill will be dealt with).

Proposed Conditions:

- Delineation of all proposed sections or phases, if any.
- 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 levels of no more than five feet.
- The boundaries and nature of all proposed easements, deed restrictions and other encumbrances.
- The proposed building setback from each property line and other buildings on the same lot.
- Location and dimension of all areas to be protected as open space.
- Location and dimensions of all public buildings, public hearings and other parcels of land proposed to be dedicated to or reserved for public use.
- 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 of all other proposed utility lines and related facilities including gas, electric and telephone (please clarify existing vs. proposed).
- Proposed vegetative land cover and landscaping

2. The applicant shall provide **11** complete hard copies and a **PDF file** of the revised site plan set to the Development Office at: [devclerk@townofcanandaigua.org](mailto:devclerk@townofcanandaigua.org) **no later than Tuesday April 26<sup>th</sup> 2016.**

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 hired by the Town of Canandaigua (Town Engineer, Watershed Inspector, Town Attorney, etc.). 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.
4. The property owner is on notice that they have 180 days from the date the Planning Board grants One Stage Site Plan approval to submit their final site plan for the Planning Board chairperson's signature. No permits will be issued until such time the final site plan has been signed by the Planning Board chairperson. (Chapter 220 Section 220-68-B-3)