

Meeting minutes 01/10/2023

Michael Warner <mwarnertownofcanandaigua.org>

Wed 1/11/2023 11:34 AM

To: PROENGINEER1@PRODIGY.NET <PROENGINEER1@PRODIGY.NET>

Cc: Kim Burkard <kburkartownofcanandaigua.org>

Good morning

Here is a copy of your meeting minutes

Town of Canandaigua

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

PLANNING REVIEW COMMITTEE (PRC)

Tuesday, January 10, 2023 • 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).

PLANNING BOARD FOR TUESDAY, FEBRUARY 28, 2023

CPN-23-001

Professional Engineering Group, c/o Scott A. Harter, P.E., 7171 Pittsford–Victor Road, Victor, N.Y. 14564; representing Nancy Sands, owner of property at 5019 West Lake Road (County Road 16).

TM #154.09-1-20.000

Requesting a Single-Stage Site Plan approval for interior and exterior house renovations and improvements. Exterior improvements to include renovated patio area with pool plus expansion of courtyard area and residence.

Application Information:

1. A Public Hearing **IS NOT** required.
2. State Environmental Quality Review (SEQR)—**Type II Action.**
3. A referral to the Ontario County Planning Board **IS NOT** 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:

All are digital PDF files unless otherwise noted:

- Chris Jensen, Town Code Enforcement Officer
- Town Environmental Conservation Board

If any of the following names are on the above list, then these individuals are to receive paper hard copies:

- ***William Wright, Ontario County Department of Public Works***
- ***Timothy McElligott, P.E., Canandaigua Lake County Sewer District***
- ***Sheryl Robbins, P.E., New York State Department of Health***

The applicant shall submit the following requested information to the Town Development Office **prior to 4:00 p.m. FRIDAY, JANUARY 13, 2023**, to be considered for the **TUESDAY, FEBRUARY 28, 2023**, Planning Board agenda.

1. Show existing and proposed setback information on the site plan.
2. Submit a letter (narrative) of compliance with the Shoreline Development Guidelines.
3. The applicant shall provide **1 complete hard copy** of the plan. 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 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 the meeting and wishes the Planning Board to act upon 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.

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PLANNING REVIEW COMMITTEE (PRC)

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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).

ZONING BOARD OF APPEALS FOR TUESDAY, FEBRUARY 21, 2023

CPN-23-002 Professional Engineering Group, c/o Scott A. Harter, P.E., 7171 Pittsford–Victor Road, Victor, N.Y. 14564; representing Nancy Sands, owner of property at 5019 West Lake Road (County Road 16).
TM #154.09-1-20.000
Requesting an area variance for setback from the lake for interior and exterior house renovations and improvements. Exterior improvements to include renovated patio area with pool plus expansion of courtyard area and residence.

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 NOT** 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:

All are digital PDF files unless otherwise noted:

- Chris Jensen, Town Code Enforcement Officer
- Town Environmental Conservation Board

If any of the following names are on the above list, then these individuals are to receive paper hard copies:

- ***William Wright, Ontario County Department of Public Works***
- ***Timothy McElligott, P.E., Canandaigua Lake County Sewer District***
- ***Sheryl Robbins, P.E., New York State Department of Health***

The applicant shall submit the following requested information to the Town Development Office **prior to 4:00 p.m. FRIDAY, JANUARY 13, 2023**, to be considered for the **TUESDAY, FEBRUARY 21, 2023**, Zoning Board of Appeals agenda.

1. The applicant shall provide **1 complete hard copy** of the plan. The applicant shall also submit a **PDF FILE** of the plans via e-mail to the Development Office at:

devclerk@townofcanandaigua.org

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Information for the Applicant:

1. The applicant will receive a copy of the Zoning Board of Appeals 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 the meeting and wishes the Zoning Board of Appeals to act upon 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.

Michael Warner

Zoning Officer

Town of Canandaigua

5440 Route 5&20W

Canandaigua, NY 14424

(585)394-1120 x2254

