

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 January 18, 2022

TO: BRENDAN WOOD
FROM: DEVELOPMENT OFFICE
EMAIL: BRENDAN.WOOD@GMAIL.COM
DATE: Wednesday, January 19, 2022

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.

ZONING BOARD OF APPEALS FOR TUESDAY, FEBRUARY 15, 2022

CPN-21-099 **Brendan Wood, owner of property at 3568 County Road 16**
TM #98.17-1-17
Requesting an Area Variance to add an attached two-car garage with a deck atop the new garage and to convert the existing garage to a kitchen. Side setback (existing) of 4.5 feet and front setback of 32.5 feet.

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
- MRB Group D.P.C.
- Frank Magnera, Chief, Canandaigua City Fire Department
- Kevin Olvany, Canandaigua Lake Watershed Council
- William Wright, Ontario County Department of Public Works (*paper copy*)

The applicant shall submit the following requested information to the Town Development Office **prior to 4:00 p.m. FRIDAY, JANUARY 21, 2022**, to be considered for the **TUESDAY, FEBRUARY 15, 2022**, Zoning Board of Appeals agenda.

1. See attached ***Sketch Plan Checklist***—All items with an open circle to the right must be addressed prior to the application being further processed.

All checklist items have been addressed.

2. Submit an existing conditions plan prepared by a licensed surveyor (the existing sketch does not comply with the Town Code).
3. The applicant shall provide **2 complete hard copies** 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 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.