

# *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 April 12, 2022**

**TO:** BRENDAN WOOD  
**FROM:** DEVELOPMENT OFFICE  
**EMAIL:** [BRENDAN.WOOD@GMAIL.COM](mailto:BRENDAN.WOOD@GMAIL.COM)  
**DATE:** Wednesday, April 13, 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, MAY 17, 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.

Previously reviewed by the Planning Review Committee on January 18, 2022.

#### 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. Following the Planning Review Committee meeting on January 18, 2022, the Committee forwarded a copy of the application and supporting documentation to the following agencies for their review and recommendation: 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 (*see reports, if any, in the project file*).

The applicant shall submit the following requested information to the Town Development Office **prior to 4:00 p.m. MONDAY, APRIL 18, 2022**, to be considered for the **TUESDAY, MAY 17, 2022**, Zoning Board of Appeals agenda.

1. Submit a proposed plan drawing based upon the updated existing conditions survey plan.
2. 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 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.