

Town of Canandaigua

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Canandaigua, NY 14424
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Established 1789

PLANNING REVIEW COMMITTEE (PRC) Meeting Notes of September 18, 2017

TO: SCOTT HARTER FOR NANCY SANDS
FROM: DEVELOPMENT OFFICE
FAX #: VIA EMAIL – PROENGINEER1@PRODIGY.NET
DATE: Tuesday, September 19, 2017

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.

PLANNING BOARD APPLICATION FOR THE OCTOBER 24, 2017 AGENDA:

CPN-066-17 Scott A. Harter, P.E., Professional Engineering Group, 7171 Pittsford–Victor Road, Victor, N.Y. 14564, representing Nancy Sands, owner of property at 5019 County Road 16

TM #154.09-1-20.000

Requesting One-Stage Site Plan approval for a building addition and remodeling with wastewater system upgrade and landscaping improvements.

Application Information:

1. State Environmental Quality Review (SEQR)—Type II
2. A referral to the Ontario County Planning Board **IS** required.
3. The Planning Review Committee will forward a copy of the application and supporting documentation to the following agencies for their review and recommendation:
 - George Barden, Watershed Inspector
 - Kevin Olvany, Canandaigua Lake Watershed Council
 - Town Environmental Conservation Board
 - Greg Hotaling, MRB Group, D.P.C.
 - Ontario County Planning Board
 - Benjamin Groth, Regional Director, NYS Department of Environmental Conservation
 - Sheryl Robbins, P.E. NYS Department of Health

The applicant shall submit the following requested information to the Town Development Office prior to 4:00 p.m. **FRIDAY, SEPTEMBER 22, 2017**, to be considered for the **OCTOBER 24, 2017**, Planning Board agenda:

1. See attached ***One-State (Preliminary and 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:

Name of owner of the property.

For lots located within or adjacent to established Ontario County Agricultural District lands, the site plans shall have a general note which identifies and thereby acknowledges the provisions of the Town's Right-to-Farm Law.

Existing Conditions:

All existing property lines with bearings and distances, including the subject (parent) parcel Tax Map numbers.

Required building setback lines on each lot.

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 land cover.

Delineation of natural features described in the NRI including: tree masses and other significant land cover; land exceeding a slope of 10% (i.e., between 15% to 25%, 25% to 40%, 40% or greater); 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: buildings with property line setbacks.

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: Septic clearance and access.

The proposed building setback from each property line and other buildings on the same lot: Septic to streams.

Proposed location, boundaries and uses of all buildings.

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

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 storm water and erosion control measures. Sureties shall comply with Town Code §174-32 “Surety.”

2. Provide an Environmental Assessment Form.
3. The landscaping footprint shown on Sheet 3 of 4 of the proposed building addition (Landscaping Plan) is not consistent with the footprint shown on Sheet 2 of 4 of the Site Utility Plan, i.e., the square footage of the building should be identified and the first floor should be identified.
4. Clarify and provide the use of the addition; the outline of the proposed building is different from the outline of the existing building. Provide details on the use of the proposed addition.
5. Update Sheet 2 of 4 to depict the limits of disturbance.
6. Provide a note on the plans to clarify how much land is being disturbed in the Steep Slope area.
7. Provide elevations of the proposed building.
8. Provide a statement of how the project will comply with the Shoreline Guidelines.
9. Be advised that a Floodplain Development Permit may be required.
10. Be advised that a zoning variance may be required (to be determined following completion of the zoning determination).
11. The applicant shall provide **19** 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

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 the 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 meetings.

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.