

Town of Canandaigua

5440 Routes 5 & 20 West
Canandaigua, NY 14424
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Established 1789

PLANNING REVIEW COMMITTEE (PRC) Meeting Notes of April 16, 2018

TO: MARKS ENGINEERING FOR SARAH FRANK, LLC

FROM: DEVELOPMENT OFFICE

Email: emarks@marksengineering.com

DATE: Tuesday, April 17, 2018

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 TUESDAY, MAY 22, 2018, AGENDA:

CPN-18-025 Marks Engineering, 42 Beeman Street, Canandaigua, N.Y. 14424, and Liam Sullivan, 645 Steele Road, Waterloo, N.Y. 13165, representing Sarah Frank LLC, owner of property at 4536 Deuel Road

TM #125.00-1-30.120

Requesting a Single-Stage Site Plan approval for construction of a new 3100-square-foot single-family 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:
 - George Barden, Watershed Inspector
 - James Fletcher, Town Highway and Water Superintendent
 - Chris Jensen, P.E., Town Code Enforcement Officer

➤ Mike Northrup, Chief, Cheshire Fire Department

The applicant shall submit the following requested information to the Town Development Office prior to 4:00 p.m. **FRIDAY, APRIL 20, 2018**, to be considered for the **TUESDAY, MAY 22, 2018**, Planning Board agenda:

1. See attached ***One-Stage (Preliminary & 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:

A Preliminary application shall include an affidavit that the applicant is the owner or equitable owner of the land proposed to be developed or their legal representative: *All sections of the application must be signed by the current property owner, i.e., Sarah Frank LLC.*

General Content:

The Preliminary Site Plan shall be clearly marked as preliminary and show all of the following information:

Name of the owner of the property.

Names of owners of all abutting land.

A signature block for the Planning Board Chairperson and others as may be required: *The signature block is to include space for only the Planning Board Chairperson; remove all others.*

Existing Conditions:

Area of the subject lot(s).

Public and private wells, water mains and fire hydrants.

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: *The boundary of the limits of disturbance must be adjusted to include all disturbed areas including the silt fence.*

Location and widths of all proposed driveway intersections with streets and sight distances therefrom. Suitable means of access in accordance with Town Code and Town of Canandaigua Site Design and Development Criteria: *Show paving of the first 30 feet of the driveway.*

Location, size and design of proposed onsite wastewater treatment system: *The plan lacks details on percolation tests and deep hole tests for the proposed onsite wastewater treatment system. Any approvals will be contingent upon obtaining this information and providing the information on final plans prior to signature.*

Proposed vegetative land cover and landscaping: *If any.*

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

2. Provide a signed copy of the original survey map.
3. Provide the overall area of the building lot.
4. The applicant shall provide **10** 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 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 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.