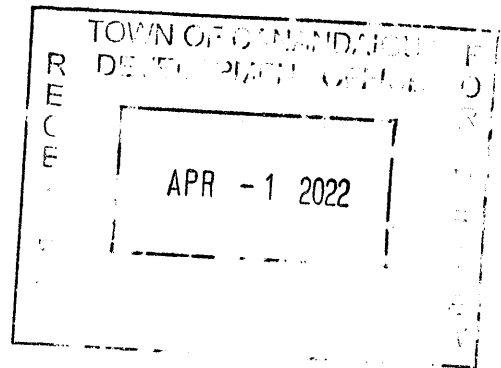


**SITE PLAN APPLICATION**

*\*Sketch Plan\**



**NOTICE TO ALL PLANNING BOARD  
APPLICANTS FOR SITE PLAN APPROVAL**

The applicant is responsible for the completeness of all forms for the application to be processed. All completed applications are subject to the rules and regulations as established by State of New York and the Town of Canandaigua. The Development Office cannot guarantee any board approvals for completed applications.

It is important that the applicant completes all of the information requested in this packet. Doing so will facilitate the review process by the Planning Board and/or Town Board at a public meeting and will not cause unnecessary delays to either you or other applicants.

**\*\*Please Note:** In addition to this packet, please check with the Zoning Officer regarding which building permit application(s) must be submitted with these forms. **\*\***

**UPTOWN CANANDAIGUA FORM-BASED CODE**

**SITE PLAN APPLICATION**

Town of Canandaigua, NY  
5440 Routes 5&20 West  
Canandaigua, NY 14424

Phone: (585) 394-1120  
Fax: (585) 394-9476

*Sketch Plan*

FOR:

☒

New Development

☐

Building Expansion (<50%)

☐

Building Expansion (>50%)

☐

Exterior Remodel of Non-Residential / Multi-family Building (<50%)

☐

Exterior Remodel of Non-Residential / Multi-family Building (>50%)

☐

Expansion / Replacement of Surface Parking Lot (>10 spaces)

☐

Installation of Parking Lot Lighting

☐

Installation of New Sign

☐

Modifications to Existing Sign

Permission for on-site inspection for those reviewing application: ☒ Yes

☐

No

Property Owner

Name:

MEYER COMMUNITIES INC

Address:

693 STONE ROAD, PITTSFORD NY 14534

Phone:

585.419.5099

Email:

JAMES99MEYER@GMAIL.COM

Applicant

(If not property owner)

Name:

JAMES E MEYER

Address:

693 STONE ROAD, PITTSFORD NY 14534

Phone:

585.419.5099

Email:

JAMES99MEYER@GMAIL.COM

Subject Property

Address:

Tax Map #:

56.00-2-52.110

Applicable Subarea:

☐

State Route 332 Corridor

☒

Mixed-Use Development

Is the Subject Property within 500 feet of a State or County Road or Town Boundary? (If yes, the Town may refer the application to the Ontario Planning Board.) ☐ Yes

☒

No

Is the Subject Property within 500 feet of an Agricultural District? (If yes, an Agricultural District Statement must be completed and submitted.) ☐ Yes

☒

No

Scope of Work

Including total square footage of the project, if applicable:

MULTI FAMILY TOWN HOME DEVELOPMENT, 23 BUILDINGS, 117 UNITS,  
14.4 ACRES, CLUBHOUSE WITH POOL

Is the proposed project less than 5,000 square feet of new building / building expansion or contain less than four residential units? (If yes, the application must undergo Planning Board review.) ☐ Yes

☒

No

Is the proposed project more than 5,000 square feet of new building / building expansion or contain four or more residential units? (If yes, the application must undergo Town Board and Planning Board review.) ☒ Yes

☐

No

**UPTOWN CANANDAIGUA FORM-BASED CODE**

**SITE PLAN APPLICATION**

Are you requesting a waiver from a professionally prepared site plan? ☒ Yes ☐ No

If "yes" the property owner acknowledges and accepts full responsibility for any errors or misrepresentation depicted on the site plan and agrees to indemnify the Town of Canandaigua for any and all expenses, including reasonable attorney's fees, incurred by the Town as a result of any such error or misrepresentation.

Property Owner Initials JEM

If no, attach a professionally prepared site plan as described in Chapter 220 Article VII (Site Plan Regulations) of the Town Code.

Have the necessary building permit applications been acquired? If not, please verify which forms are required to be submitted with the Development Office? ☐ Yes ☒ No

Is a Soil Erosion and Sedimentation Control Plan and Permit Application included in the application? ☐ Yes ☒ No

**IDENTIFICATION OF POTENTIAL CONFLICTS OF INTEREST** (Required by NYS General Municipal Law Section 809)

**If the Applicant is an Individual:** Is the applicant or any of the immediate family members of the applicant (including spouse, brothers, sisters, parents, children, grandchildren, or any of their spouses) related to any officer or employee of the Town of Canandaigua? ☐ Yes ☒ No

**If the Applicant is a Corporate Entity:** Are any of the officers, employees, partners, or directors, or any of their immediate family members (including spouse, brothers, sisters, parents, children, grandchildren, or any of their spouses) of the company on whose behalf this application is being made related to any officer or employee of the Town of Canandaigua? ☐ Yes ☒ No

**If the Applicant is a corporate entity:** Are any of the stockholders or partnership members (holding 5% or more of the outstanding shares), or any of their immediate family members (including spouse, brothers, sisters, parents, children, grandchildren, or any of their spouses) of the company on whose behalf this application is being made related to any officer or employee of the Town of Canandaigua? ☐ Yes ☒ No

**If the Applicant has made any agreements contingent upon the outcome of this application:** If the applicant has made any agreements, express or implied, whereby said applicant may receive any payment or other benefit, whether or not for services rendered, dependent or contingent upon the favorable approval of this application, petition, or request, are any of the parties to said agreement officers or employees of the Town of Canandaigua? ☐ Yes ☒ No

If the answer to any of the above questions is YES, please state the name and address of the related officer(s) or employee(s) as well as the nature and extent of such relationship: \_\_\_\_\_

UPTOWN CANANDAIGUA FORM-BASED CODE

SITE PLAN APPLICATION

Property Owner is responsible for any consultant fees (Town Engineer, Town Attorney, etc.) incurred during the application process.

Please note that the **Property Owner** is responsible for all consultant fees during the review of this application including legal, engineering, or other outside consultants. Applications submitted to the Town of Canandaigua Planning Board will normally receive chargeback fees of at least five hours to ten hours for planning services including intake, project review, resolution preparation, SEQR, and findings of fact. PLEASE NOTE that the number of hours will be SIGNIFICANTLY INCREASED due to incomplete applications, plans lacking detail, or repeated continuations. Subdivision applications and larger commercial or industrial projects traditionally require more hours of engineering, legal, and other consultant review and preparation and will incur higher costs. Applications for new construction may be referred to the Town Engineer for engineering review which may include at least an additional eight to twelve hours of review time. The **Property Owner** will also be responsible for legal fees for applications submitted to the Town of Canandaigua Planning Board, Zoning Board of Appeals, or the Town of Canandaigua Development Office. Fees for engineering and legal expenses traditionally range between one hundred and one hundred fifty dollars per hour. A copy of the Town's annual fee schedule is available upon request from the Development Office or the Town Clerk's Office. The **Property Owner's** signature below indicates that the **Property Owner** understands that the **Property Owner** will be responsible for all outside consultant fees incurred as a result of the submitted application, and consents to these charges. Additionally projects approved by the Town of Canandaigua Planning Board may be required to pay a parks and recreation fee as established by the Town Board (currently \$ 1,000 per unit) if required as part of the conditions of approval.

\_\_\_\_\_  
Property Owner

JAMES E MEYER / Meyer Communities Inc

\_\_\_\_\_  
Property Owner

*I hereby acknowledge that I have reviewed all the questions contained in this application and certify that the information provided is accurate and complete to the best of my knowledge and ability. Finally, I hereby grant my designated person on Page 1 of this application form, permission to represent me during the application process.*

*JAMES E MEYER*

\_\_\_\_\_  
Signature of Property Owner

JAN 17, 2022

\_\_\_\_\_  
Date

**UPTOWN CANANDAIGUA FORM-BASED CODE**

**SITE PLAN APPLICATION**

*Required Documents for Application Submittal*

When applying for Site Plan Approval, you shall submit:

- A site plan in compliance with the regulations in the Form Based Code document listed in Section II.C.4.
- Building permit application(s) for all proposed construction / site development (verify with Zoning Officer – available in Development Office or on Town website)
- A Soil Erosion and Sediment Control Permit Application
- An Agricultural Data Statement
- Elevation drawings of the proposed structure(s) noting the height from the average finished grade.
- Required State Environmental Quality Review Act documentation.

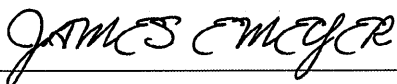
*You shall submit all original application forms, one copy of the site plan and elevation drawings.*

*Additional copies will be requested at a later date.*

**FEES:**

1. The Planning Board application fee is \$250 (single family residential only is \$150) and shall be paid at the time the application is submitted to the Town Development Office. This fee is non-refundable.
2. The property owner is responsible for the reimbursement of any consultant fees incurred during the application review process.
3. The required building/development permits (which are subject to additional costs) shall be obtained from the Town Code Enforcement Officer after the Planning Board chairperson has signed the final site plan, the required surety has been accepted by the Town Board, and prior to commencing any development on the subject property.

*I have reviewed my submitted application and drawings against the above noted criteria and hereby certify that the submitted application matches this completed check list.*



Signature of Applicant / Representative

JAN 17 2022

Date