

Town of Canandaigua

5440 Routes 5 & 20 West
Canandaigua, New York 14424
(585) 394-1120 / Fax (585) 394-9476

PLANNING REVIEW COMMITTEE (PRC) MEETING MINUTES—MARCH 11, 2019

All applicants are hereby given notice that the following report provides positive input to keep the application process moving forward. There may likely be additional PRC comments or Planning / Zoning Board comments forthcoming based upon further review by the members of the PRC or respective boards.

If PRC requirements are not submitted by the deadline given in the minutes, the application will not appear on the Planning Board or Zoning Board of Appeals agenda(s).

ZONING BOARD OF APPEALS APPLICATION FOR TUESDAY, APRIL 16, 2019

PLANNING BOARD APPLICATION FOR TUESDAY, APRIL 23, 2019

CPN-19-012

**Venezia & Associates, 5120 Laura Lane, Canandaigua, N.Y. 14424,
representing Canandaigua Country Club, 2380 Fallbrook Park**

TM #98.00-1-39.111

Requesting Single-Stage Site Plan approval for parking lot reconfiguration and storm water management; and requesting an Area Variance of one foot for parking lot space width of 9 feet x 20 feet (when 10 feet x 20 feet is required).

Application Information:

1. A Public Hearing **IS** required.
2. State Environmental Quality Review (SEQR)—**UNLISTED**
3. A referral to the Ontario County Planning Board **IS** 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:
 - Chris Jensen, Code Enforcement Officer
 - Town Environmental Conservation Board
 - James Fletcher, Town Highway and Water Superintendent
 - MRB Group D.P.C.
 - Ontario County Planning Board
 - Kevin Olvany, Canandaigua Lake Watershed Council
 - Luke Scannell, Environmental Engineer, NYS DEC

➤ Neighboring Municipality: City of Canandaigua

The applicant shall submit the following requested information to the Town Development Office **prior to 4:00 p.m. FRIDAY, MARCH 15, 2019**, to be considered for the **TUESDAY, APRIL 16, 2019**, Zoning Board of Appeals agenda and the **TUESDAY, APRIL 23, 2019**, Planning Board agenda:

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

A signature block for the Planning Board Chairperson and others as may be required:
Remove the signature block for the Town Highway Superintendent.

Existing Conditions:

Area of the subject lot(s).

Required building setback lines on each lot.

Proposed Conditions: Development:

Proposed vegetative land cover and landscaping.

Outdoor lighting (dark-sky compliant)

2. Provide a cover letter to indicate compliance with the town's *Site Design and Development Criteria*, Article V—Drainage Improvements, Section D—Water Quality and Quantity Requirements, Paragraph (2) a) and b), i.e.,
 2. All development in the Town of Canandaigua shall incorporate water quality preservation measures into the design of the project as follows:
 - a) If the total project disturbance is 1 acre or more, the project will be required to meet the MS4 and NYSDEC General Permit requirements.
 - b) If the project involves the creation of 5,000 square feet or more of cumulative parking area, the project will be required to provide water quality preservation measures and be designed to evaluate the impacts of at least a 10-year design storm.

3. The applicant shall provide **20** 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 Zoning Board of Appeals and the Planning Board meeting agendas approximately 10 days prior to the meeting dates. The applicant is required to be in attendance at the meetings. If the applicant cannot attend these meetings 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.