

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 20, 2016

TO: DAVID W. FINNICK AND DAWN E. MAMIKUNIAN
FROM: DEVELOPMENT OFFICE
FAX #: VIA EMAIL – DEM@ROCHESTER.RR.COM
DATE: THURSDAY, APRIL 21, 2016

You are hereby given notice that the following report provides positive input to keep the application process moving forward.

NOTE: 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.

David W. Finnick and Dawn E. Mamikunian, 4045 West Lake Road, Canandaigua, N.Y. 14424

**Property address: 4045 West Lake Road
(TM #113.17-1-20.000) (CPN-022-16)**

Application Information:

1. The applicant is seeking One-stage Site Plan approval for the removal and replacement of the street side retaining wall, approximately 70 feet in length.
2. State Environmental Quality Review (SEQR)—Type II
3. A referral to the Ontario County Planning Board IS required.
4. The PRC will forward a copy of the application and supporting documentation to the following agencies for their review and recommendation:
 - Kevin Olvany, Canandaigua Lake Watershed Council
 - John Berry, Canandaigua Lake County Sewer District
 - William Wright, Ontario County Department of Public Works
 - Town of Canandaigua Environmental Conservation Board
 - James Fletcher, Town of Canandaigua Highway Superintendent
 - Greg Hotaling, MRB Group P.C.

The applicant shall submit the following requested information to the Town Development Office prior to 4:00 p.m. on **TUESDAY, APRIL 26, 2016**, to be considered for the **MAY 24, 2016**, Planning Board agenda:

1. See *One-Stage Review (Preliminary & Final) Site Plan Checklist*—All items with an open circle to the right must be addressed prior to the application being further processed.

General Content:

- Proposed development name or identifying title (Preliminary Site Plan of Property Owner): Remove Winkler's name and replace with name of property owners.
- A legible location map.
- A map legends/key.
- A signature block for the Planning Board chairperson and others as may be required (Town engineer).
- Current zoning of the land including district boundaries and all setback dimensions for said zoning district(s).

Existing Conditions:

- Required building setback lines on each lot.
- Sufficient data to determine readily the location, bearing and length of every existing street name, easement, lot and boundary line, and to reproduce such lines on the ground (water, sewer, easements, all utilities), including: the length of all straight lines, radii, lengths of curves and tangent bearings for each street (center line).
- The boundaries and nature of all existing easements, deed restrictions and other encumbrances.
- 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 cover.
- Width, location and sight distances for all private driveways.
- Sanitary and storm sewers.
- Drainage features including storm water ponds, swales, culverts and known underground drain tiles.

Proposed Conditions:

- 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.
 - Existing and proposed contours, at vertical intervals of no more than five feet.
 - Location and description of all 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 and width of all proposed streets, alleys, rights-of-way and easements. The Planning Board shall have the right to name new developments and streets in accordance with historic characteristics of the community and the Ontario County 911 addressing policy.
 - Typical cross sections, street profiles and drainage details for all streets. Such profiles shall at least show the following: existing grade along the proposed street center line; existing grade along each side of the proposed street right-of-way; proposed finished center-line grade or proposed finished grade at top of curbs; sanitary sewer mains and manholes; and storm sewer mains, inlets, manholes and culverts.
 - 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.
 - Location and size of all proposed water mains, laterals, hydrants, meters and valves.
 - Location of all other proposed utility lines and related facilities including gas, electric and telephone.
 - Vegetative land cover and landscaping.
 - Schedule for development including a detailed sequence of construction and estimated dates for start and completion.
2. The applicant shall provide **14** complete hard copies of the revised site plan set. The applicant shall also submit a ***PDF FILE*** of the plans via e-mail to the Development Office at: devclerk@townofcanandaigua.org no later than Tuesday, April 26th 2016 at 4:00pm.

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 hired by the Town of Canandaigua (Town Engineer, Watershed Inspector, Town Attorney, etc.). 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.
4. The property owner is on notice that they have 180 days from the date the Planning Board grants One Stage Site Plan approval to submit their final site plan for the Planning Board chairperson's signature. No permits will be issued until such time the final site plan has been signed by the Planning Board chairperson. (Chapter 220 Section 220-68-B-3)