

# *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 June 19, 2017**

**TO:** VENEZIA ASSOCIATES / FOX RIDGE 5B3  
**FROM:** DEVELOPMENT OFFICE  
**FAX #:** VIA EMAIL – ROCCO@VENEZIASURVEY.COM  
**DATE:** Tuesday, June 20, 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 JULY 25, 2017 AGENDA:**

**CPN-048-17 Venezia Group LLC, 5120 Laura Lane, Canandaigua, N.Y. 14424, representing Rocco Venezia, L.S., 5120 Laura Lane, Canandaigua, N.Y. 14424, owner of property at 0000 Lacrosse Circle  
TM #97.04-2-9.211**

Requesting a Single-Stage Subdivision approval to create a 20-lot subdivision (Fox Ridge Phase 5B3).

### Application Information:

1. State Environmental Quality Review (SEQR)—Previously determined.
2. A referral to the Ontario County Planning Board **IS** required.
3. ***FOLLOWING SUBMITTAL OF REVISED PLANS PER THE COMMENTS BELOW,*** the Planning Review Committee will then forward a copy of the application and supporting documentation to the following agencies for their review and recommendation:
  - Kevin Olvany, Watershed Inspector
  - John Berry, Canandaigua Lake County Sewer District
  - Town Environmental Conservation Board
  - James Fletcher, Town Highway Superintendent
  - Greg Hotaling, MRB Group PC
  - Ontario County Planning Board
  - Geoff Brennessel, NYSEG

- Wayne Dunton, RG&E
- Jeff Miller, Chief, Cheshire Fire Department
- Carleen Pierce, Canandaigua City School District

The applicant shall submit the following requested information to the Town Development Office prior to 4:00 p.m. **FRIDAY, JUNE 23 2017**, to be considered for the **JULY 25, 2017**, Planning Board agenda:

1. See attached ***Single-Stage (Preliminary and Final) Checklist***—All items with an open circle to the right must be addressed prior to the application being further processed, as follows:

***Preliminary Subdivision Plat Checklist—Chapter 174, Section 174-13***

A. A preliminary subdivision application shall include an affidavit that the applicant is the owner or equitable owner of the land proposed to be subdivided or their legal representative.

**(1) General Content**

- (b) Proposed subdivision name or identifying title (Preliminary Subdivision of Property Owner);
- (c) Name and address of the property owner;
- (d) Names of owners of all abutting land and the names of all abutting subdivisions;
- (e) Name and seal of the New York State licensed professional engineer and/or surveyor responsible for the plat;
- (j) A signature block for the Planning Board Chairperson and others as may be required;

**(2) Existing Conditions: Lots**

- (a) All existing property lines, with bearings and distances including the subject (parent) parcel(s) Tax Map numbers(s);
- (b) Sufficient data to determine readily the location, bearing and length of every existing street, easement, lot and boundary line and to reproduce such lines on the ground, including:

[1] The length of all straight lines, radii, lengths of curves and tangent bearings for each street; and

[2] All dimensions and angles or bearings of the lines of each lot and of each area proposed to be dedicated to public use.

- (c) The boundaries and nature of all existing easements, deed restrictions and other encumbrances;

### **(3) Existing Conditions: Natural Land Features**

(a) Existing contours at vertical intervals of no more than 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.

(b) Existing vegetative land cover;

(c) Delineation of natural features described in the NRI including;

[2] tree masses and other significant land cover

[3] land exceeding a slope of 10%

### **(4) Existing Conditions: Man-made features**

(a) All existing significant man-made features including but not limited to:

[1] buildings with property line setbacks

[2] width, location, and sight distances for all private driveways

[3] limits of pavement and parking areas

[4] existing streets on or adjacent to the subject lot including names, right-of-way widths and pavement widths

[5] sanitary and storm sewers

[6] wastewater treatment systems

[7] public and private wells, water mains and fire hydrants

[8] drainage features including, storm water ponds, swales, culverts, and known underground drain tiles

[9] Location of all other existing utility lines and related facilities including, gas, electric and telephone.

[10] Agricultural infrastructure including surface and subsurface drainage systems, and access lanes for farm equipment.

### **(5) Proposed Conditions: Lot Boundaries**

(a) Delineation of all proposed sections or phases, if any;

(b) Survey map of new lots to be created as well as a survey or general location map showing the relationship of the derivative and parent parcels, including the road frontage and area remaining in the parent parcel (for large parcels, a drawing from the legal

description may be accepted);

(d) Sufficient data to determine readily the location, bearing and length of every proposed street, easement, lot and boundary line and to reproduce such lines on the ground, including:

[2] All dimensions and angles or bearings of the lines of each lot and of each area proposed to be dedicated to public use.

#### **(6) Proposed Conditions: Development**

(e) Location and dimension of all areas to be protected as open space.

(f) Location and dimensions of all public buildings, public areas and other parcels of land proposed to be dedicated to or reserved for public use.

(h) Limits of pavement and parking areas of the Town Code);

(j) Typical cross-sections, street profiles and drainage details for all streets. Such profiles shall 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;

(k) Location and widths of all proposed driveway intersections with streets and sight distances there from. Suitable means of access in accordance with Town Code and the Town of Canandaigua Site Design and Development Criteria must be shown for each lot unless such lot is to be annexed to an existing parcel with suitable access.

(l) Location and size of all proposed water mains, laterals, hydrants, meters, and valves;

(p) Location of all other proposed utility lines and related facilities including, gas, electric and telephone

(q) Proposed vegetative land cover and landscaping

(r) Outdoor lighting

(u) A description of all approvals required from outside agencies.

(v) Schedule for development including a detailed sequence of construction and estimated dates for start and completion.

#### **Chapter 174, Section 174-14 (Final Plat Checklist):**

A. The final subdivision plat shall be clearly marked as final and shall show thereon or be accompanied by:

- (1) All information provided on the approved preliminary plat as well as any improvements, modifications and additional information required as part of the preliminary approval.
  - (4) Detailed sizing and final material specifications of all requirement improvements.
  - (5) Permanent reference monuments as required by any proper authority.
  - (7) Copies of other proposed easements, deed restrictions and other encumbrances.
  - (9) 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. Refer to §174-32 of this Chapter.
- 2. Provide the approved Fox Ridge Overall Amended Subdivision plans showing the four sections and the lots associated with these sections. The Overall Amended Subdivision plans should show the approved boundary lines of each section, the associated homes approved in each section, and the acreage of each of the lots in these sections.
  - 3. The filed Conservation Easement area is to be shown on the plan.
  - 4. Submit an affidavit of property ownership.
  - 5. An Existing Conditions plan is to be provided. The plan is to clearly identify the existing conditions and the proposed conditions.
  - 6. The applicant shall provide **14** 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 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.

