

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 March 14, 2016

TO: SARAH GENECCO (STELLA'S FLORIST LLC)
FROM: DEVELOPMENT OFFICE
FAX #: VIA EMAIL – INFOSTELLASFLORIST@GMAIL.COM
DATE: TUESDAY MARCH 15, 2016

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.

Sarah Genecco (Stella's Florist LLC), 2129 Stablegate Drive, Canandaigua, N.Y. 14424
Property address: 407 Lakeshore Drive (3259 State Route 364—grass area on property)
(TM #98-08-1-12.000) (CPN-019-16)

Application Information:

1. The applicant is seeking a Special Use Permit for a Temporary Use for a parking area to be used between the months of May and October for special events and for concerts at the CMAC venue.
2. State Environmental Quality Review (SEQ)—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:
 - James Fletcher, Town of Canandaigua Highway Superintendent
 - Mark Marentette, Chief, Canandaigua City Fire Department
 - Neighboring Municipality: City of Canandaigua

Requested Information:

The applicant shall submit the following requested information to the Town Development Office prior to 4:00 p.m. on **FRIDAY, MARCH 18, 2016**, to be considered for the **APRIL 26, 2016**, Planning Board agenda:

1. See **Special Use Permit Checklist**—All items with an open circle to the right must be addressed prior to the application being further processed.
2. Submit a waiver of a professionally prepared site plan.
3. Submit a site plan, even though not professionally prepared, that depicts the traffic flow from the grass parking area through to the paved parking lot and exit to the road.
4. The applicant shall **provide 11 complete hard copies** of the revised site plan set. The applicant shall also **submit a PDF copy 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 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)