

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 December 16, 2019

TO: MARKS ENGINEERING FOR LORETTA RICHENBERG
FROM: DEVELOPMENT OFFICE
EMAIL: BMARKS@MARKSENGINEERING.COM
DATE: Tuesday, December 17, 2019

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.

ZONING BOARD OF APPEALS APPLICATION FOR TUESDAY, JANUARY 21, 2020

**CPN-19-095 Marks Engineering, c/o Brennan Marks, P.E., 42 Beeman Street,
Canandaigua, N.Y. 14424; representing Loretta Richenberg, 3657
Summit Drive, Canandaigua, N.Y. 14424, owner of property at 4971
Island View Drive
TM #98.05-3-7.000
Requesting a 21.41-foot Area Variance from the 50-foot front setback
requirement for a new garage to be located 28.59 feet from the road line.**

Application Information:

1. A Public Hearing **IS** required.
2. State Environmental Quality Review (SEQR)—**Type II Action.**
3. A referral to the Ontario County Planning Board **IS NOT** 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:
 - John Berry, Canandaigua Lake County Sewer District
 - James Fletcher, Town Highway and Water Superintendent
 - Jim Russell, Chief, Cheshire Fire Department
 - 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, DECEMBER 20, 2019**, to be considered for the **TUESDAY, JANUARY 21, 2020**, Zoning Board of Appeals agenda:

1. See attached ***One-Stage (Preliminary and Final) Subdivision 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 Planning Board Chairperson.

Existing Conditions:

The boundaries and nature of all existing easements, deed restrictions and other encumbrances: *Show the sanitary sewer easement on the plan.*

Proposed Conditions—Development:

The boundaries and nature of all existing easements, deed restrictions and other encumbrances: *Show the sanitary sewer easement on the plan.*

Outdoor lighting: *Provide a note on the plan that outdoor lighting will be dark-sky compliant.*

2. The applicant shall provide **10** 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 meeting agenda approximately 10 days prior to the meeting dates. The applicant is required to be in attendance at the meeting. If the applicant cannot attend the meetings and wishes the Zoning Board of Appeals 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.

