

Town of Canandaigua

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Canandaigua, NY 14424
(585) 394-1120 / Fax: (585) 394-9476

Established 1789

PLANNING REVIEW COMMITTEE (PRC) Meeting Notes of August 13, 2018

TO: JOHN & DIANE THORPE
FROM: DEVELOPMENT OFFICE
EMAIL: JTHORPE6100@GMAIL.COM

DATE: Tuesday, August 14, 2018

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 THE TUESDAY, SEPTEMBER 18, 2018, AGENDA:

CPN-18-051 John and Diane Thorpe, owners of property at 6100 Ketchum Road

TM #139.00-1-3.200

Requesting an Area Variance for a 14-foot x 20-foot cabin to be located in the front of the house (about 70 feet west and about 100 feet south of the house)

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:

➤ None

The applicant shall submit the following requested information to the Town Development Office prior to 4:00 p.m. **FRIDAY, AUGUST 17, 2018**, to be considered for the **TUESDAY, SEPTEMBER 18, 2018**, Zoning Board of Appeals agenda:

1. The applicant shall provide **7** 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 date. The applicant is required to be in attendance at the meeting. If the applicant cannot attend this meeting 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.