

Town of Canandaigua

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Canandaigua, NY 14424
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Established 1789

PLANNING REVIEW COMMITTEE (PRC) Meeting Notes of July 13, 2020

TO: EILEEN BAITSHOLTS
FROM: DEVELOPMENT OFFICE
EMAIL: ABAITSHOLTS@PEERPLACE.COM
DATE: Wednesday, July 15, 2020

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 TUESDAY, AUGUST 25, 2020

CPN-20-047 Eileen M. Baitsholts, 21 Spyglass Hill, Fairport, N.Y. 14450; owner of property at 5955 Knapp Road
TM #125.00-1-38.000

Requesting a Single-Stage Subdivision approval to subdivide a 49.90-acre parent parcel to create Proposed Lot #1 at 10.959 acres, Proposed Lot #2 at 27.677 acres and Proposed Lot #3 at 10.935 acres.

Application Information:

1. A Public Hearing **IS** required.
2. State Environmental Quality Review (SEQR)—**Unlisted Action**.
3. A referral to the Ontario County Planning Board **IS** 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:
 - Town Environmental Conservation Board (digital PDF file)
 - Town Agricultural Advisory Committee (digital PDF file)
 - James Fletcher, Town Highway and Water Superintendent (digital PDF file)
 - Ontario County Planning Board (digital PDF file)

The applicant shall submit the following requested information to the Town Development Office **prior to 4:00 p.m. FRIDAY, JULY 17, 2020**, to be considered for the **TUESDAY, AUGUST 25, 2020**, Planning Board agenda.

1. See attached ***Single-Stage (Preliminary/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:

Names of owners of all abutting land and the names of all abutting subdivisions. *South boundary property owners.*

Name and seal of the New York State licensed professional engineer and/or surveyor responsible for the plat.

A completed agricultural data statement form identifying whether the site lies within an area which is further regulated under § 283-a of Town Law, as amended.

Existing Conditions: Natural Land Features:

Existing vegetative land cover.

Delineation of natural features described in the NRI including:

- Existing watercourses.
- Tree masses and other significant land cover.
- Land exceeding a slope of 10 percent: *How many acres of steep slopes on existing parcel?*

Proposed Conditions: Lot Boundaries:

Required building setback lines on each lot. *Show setback envelopes.*

For proposed conservation subdivisions (§ 174-16)—a summary of requested modifications to lot size, setback and other dimensional requirements: *Submit a waiver request.*

2. Submit an application for a waiver from the provisions of Town Code § 174-19 (E), i.e.:

Residential lots greater than three acres shall not have lot depths greater than 2½ times the lot width except as may be specified in Chapter 220, Zoning, of the Town of Canandaigua Code.

3. Clarify how the existing cabin will be used, i.e., is this a dwelling?
4. Show the watercourses and other features of the Natural Resource Inventory.
5. Provide the exact acreage of steep slopes within each lot (i.e., the acreage of the steep slopes on the entire parcel and the acreage of steep slopes on each proposed lot).

6. Clarify the purpose of the subdivision and use of proposed new lots.
7. Be advised of possible difficulty in the potential future installation of a septic system on proposed Lot #3 due to the proximity of the stream and other natural resources.
8. The applicant shall provide **1** complete hard copy 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 meetings 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.