

Town of Canandaigua

5440 Routes 5 & 20 West
Canandaigua, New York 14424
(585) 394-1120 / Fax (585) 394-9476

PLANNING REVIEW COMMITTEE (PRC) MEETING MINUTES—JULY 17, 2017

All applicants are hereby given notice that the following report provides positive input to keep the application process moving forward. There may likely be additional PRC comments or Planning / Zoning Board comments forthcoming based upon further review by the members of the PRC or respective boards.

If PRC requirements are not submitted by the deadline given in the minutes, the application will not appear on the Planning Board or Zoning Board of Appeals agenda(s).

PLANNING BOARD APPLICATION FOR THE AUGUST 22, 2017 AGENDA:

CPN-027-17 **Cypress Creek Renewables (Tom McIlwaine, Zoning Manager), the interest owner of Aegis Solar LLC, 3250 Ocean Park Boulevard, Suite 355, Santa Monica, California 90405, representing Travis Woolley, 5966 Monks Road, Canandaigua, N.Y. 14424, owner of property at 5932 Monks Road.**
TM #153.00-1-72.300
Requesting a Special Use Permit for a 2 MW approximately 20-acre large-scale solar system.

Application Information:

1. State Environmental Quality Review (SEQR)—Unlisted action
2. A referral to the Ontario County Planning Board **IS** required.
3. The Planning Review Committee will forward a copy of the application and supporting documentation to the following agencies for their review and recommendation:
 - Kevin Olvany, Canandaigua Lake Watershed Council
 - Town Environmental Conservation Board
 - James Fletcher, Town Highway Superintendent
 - Greg Hotaling, MRB Group
 - Ontario County Planning Board
 - Wayne Dunton, RG&E
 - Jeff Miller, Chief, Cheshire Fire Department

The applicant shall submit the following requested information to the Town Development Office prior to 4:00 p.m. **FRIDAY, JULY 21, 2017**, to be considered for the **AUGUST 22, 2017**, Planning Board agenda:

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

General Content:

All dimensions shall be shown in feet and in hundredths of an inch.

Names of owners of all abutting land.

A signature block for the Planning Board Chairperson and others as may be required.

For lots located within or adjacent to established Ontario County Agricultural District lands, the Site Plans shall have a general note identifying and thereby acknowledging the provisions of the Town's Right-to-Farm Law.

Existing Conditions

(a) All existing property lines, with bearings and distances including the subject (parent) parcel Tax Map numbers;

(b) Area of the subject lot(s);

(c) Required building setback lines on each lot;

(d) 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.

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

(f) Existing contours at vertical intervals of 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.

(g) Existing vegetative land cover;

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

[1] existing watercourses

[2] tree masses and other significant land cover

[3] land exceeding a slope of 10%

[4] NYSDEC or Federally regulated wetland

[5] FEMA Special Flood Hazard Zone boundaries and designations, including the Flood Hazard Zone, Community Map Panel Number and the effective date of the Flood Insurance Mapping as shown;

[6] other natural features identified in the NRI

(i) 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.

(j) Agricultural infrastructure including surface and subsurface drainage systems, and access lanes for farm equipment.

Proposed Conditions: Development:

The boundaries and nature of all proposed easements, deed restrictions and other encumbrances: show the access easement.

Location and widths of all proposed driveway intersections with streets and sight distances therefrom. Suitable means of access in accordance with Town Code and Town of Canandaigua Site Design and Development Criteria.

A description of all approvals required from outside agencies.

A schedule for development including a detailed sequence of construction and estimated dates for start and completion.

Final Site Plan Requirements:

Permanent reference monuments as required by any property authority.

Copies of other proposed easements, deed restrictions and other encumbrances.

Cost estimates for improvements where surety may be required by the Planning Board including but not limited to: landscaping and stormwater and erosion control measures. Sureties shall comply with Town Code §174-32 "Surety."

2. Provide an additional Stormwater Pollution Prevention Plan (SWPPP) for the Town Engineer (MRB Group).
3. Submit a delineation report to the Town Engineer (MRB Group), the Town Development Office and the U.S. Army Corps of Engineers for jurisdictional wetland review.
4. Provide cross access easements and/or the lease agreement with the property owner.
5. The applicant shall demonstrate that the use of the land that is required by the proposed project shall not cause a loss of valuable agricultural lands to the Town of Canandaigua, per (C) (1) of the Town of Canandaigua Solar Law.
6. Provide details on site lighting (if any). Site lighting is to be dark-sky compliant.
7. Entrance driveway leading into the site from Monks Road is to be blacktop paved inside the right-of-way. Leveling area is to be 3 percent for the first 30 feet, per the Town Code (5.7 percent is shown on the Site Plans).
8. Submit a construction sequence.
9. All plan sheets are to have signature blocks.
10. Submit a Full Environmental Assessment Form.

11. The applicant shall provide **12** 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 meetings.
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.