

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 June 17, 2019

TO: GLENN THORNTON FOR GEOFFRY & JANE HALLSTEAD
FROM: DEVELOPMENT OFFICE
EMAIL: GLENN@THORNTONENGINEERING.COM GEOFFRY.HALLSTEAD@GMAIL.COM
DATE: Tuesday, June 18, 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.

PLANNING BOARD APPLICATION FOR TUESDAY, JULY 23, 2019

CPN-19-044 Thornton Engineering LLP, c/o Glenn F. Thornton, P.E., 30 Assembly Drive, Suite 106, Mendon, N.Y. 14506; representing Geoffry E. Hallstead and Jane G. Hallstead, owners of property at 3240 Middle Cheshire Road

TM #97.02-2-2.100

Requesting a Site Plan approval for the Hallstead Dental Office parking lot and driveway relocation and improvements.

Application Information:

1. A Public Hearing **IS NOT** 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:
 - James Fletcher, Town Highway and Water Superintendent
 - MRB Group, D.P.C.
 - Ontario County Planning Board
 - Mike Northrup, Chief, Cheshire Fire Department
 - Kevin Olvany, Canandaigua Lake Watershed Council
 - 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, JUNE 21, 2019**, to be considered for the **TUESDAY, JULY 23, 2019**, Planning Board agenda:

1. See attached ***One-Stage (Preliminary & 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:

For lots located within or adjacent to established Ontario County Agricultural District lands, the site plans shall have a general note that identifies and thereby acknowledges the provisions of the Town's Right to Farm Law.

Existing Conditions:

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—*provide the source of the information.*

Proposed Conditions: Development:

Location of all other proposed utility lines and related facilities including gas, electric and telephone.

Location and design of all signs—*are signs to be included as part of this application?*

Final Site Plan Requirements—Chapter 220, Section 220-70:

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. The project must comply with Town of Canandaigua Site Design and Development Criteria as amended by the Town Board (December 19, 2018), Article V "Drainage Improvements," 5.0 Design Considerations, D. Water Quality and Quantity Requirements, #3, i.e.:
 3. All development in the Canandaigua Lake Watershed Area with a distance of 500 feet or more away from the Canandaigua Lake shall incorporate water quality preservation measures into the design of the project as follows:
 - a. If the total project disturbance is 20,000 square feet or more, the project will be required to provide water quality preservation measures and be designed to manage the impacts of a 2-year design storm.
2. The applicant shall provide **13** 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 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 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.