

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 February 18, 2020

TO: VENEZIA ASSOCIATES FOR J SUMMERHAYS ET AL
FROM: DEVELOPMENT OFFICE
EMAIL: ANTHONY@VENEZIASURVEY.COM
DATE: Wednesday, February 19, 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, MARCH 10, 2020
ZONING BOARD OF APPEALS APPLICATION FOR TUESDAY, MARCH 17, 2020

CPN-20-007 Venezia & Associates, 336 N. Main Street, Canandaigua, N.Y. 14424, representing J. Summerhays, et. al, 24 Crestline Drive, Rochester, N.Y. 14618; owners of property at 4691 and 4695 N. Menteth Drive
TM #140.11-1-14
TM #140.11-1-15
Requesting an Area Variance for creation of a parcel that does not meet the 20,000-square-foot minimum (requesting a variance of 5,229 square feet to create a lot that is 14,771 square feet); and requesting a recommendation from the Planning Board regarding potential impacts of the expansion of the nonconforming lot, per Town Code § 220-107 (G) (2).

Application Information:

1. A Public Hearing **IS** required (for the Zoning Board of Appeals application).
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:
 - Town Environmental Conservation Board

- Town Planning Board (for recommendation)
- Kevin Olvany, Canandaigua Lake Watershed Council

The applicant shall submit the following requested information to the Town Development Office **prior to 4:00 p.m. FRIDAY, FEBRUARY 21, 2020**, to be considered for the **TUESDAY, MARCH 10, 2020**, Planning Board agenda and the **TUESDAY, MARCH 17, 2020**, Zoning Board of Appeals agenda:

1. See attached *Administrative Review (Lot Line Checklist)*—All items with an open circle to the right must be addressed prior to the application being further processed, as follows:

General Content:

Name and address of the property owner.

Existing Conditions: Lots:

All existing property lines, with bearings and distances including the subject (parent) parcel(s) tax map numbers: *Show southern property.*

Existing Conditions: Natural Land Features:

Delineation of natural features described in the NRI including: Land exceeding a slope of 10%: *Add note.*

Existing Conditions: Man-made Features:

All existing significant man-made features including, but not limited to:

Limits of pavement and parking areas: *Show the parking areas.*

Wastewater treatment systems: *South property.*

Proposed Conditions: Lot Boundaries:

Survey map of new lots to be created as well as a survey or general location map showing the relationship of the derivative and parent parcels, including the road frontage and the area remaining in the parent parcel (for large parcels, a drawing from the legal description may be accepted): *Adjust the plat to show both lots.*

Area of each lot in square feet. Proposed lots shall be numbered in numerical order: *Add chart.*

Chapter 174, Section 174-14 (Final Plat Checklist):

The final subdivision plat shall be clearly marked as final and shall show thereon or be accompanied by: Detailed sizing and final material specification of all required improvements.

2. Request a recommendation from the Planning Board, per Town Code § 220-107 (G) (2), as follows:

§ 220-107: Preexisting nonconformities.

G. Changes. (2): Preexisting nonconformities shall not be altered by way of additional or more intensive use(s), physical modifications, property boundary modifications, or by any other way that increases the degree of nonconformance without first obtaining a variance from the Zoning Board of Appeals. Upon application for such variance, a request shall be made to the Planning Board for a recommendation regarding potential impacts.

3. Submit a Lot Line Adjustment application.
4. The applicant shall provide **15** 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 and Zoning Board of Appeals meeting agendas approximately 10 days prior to the meeting dates. The applicant is required to be in attendance at the meetings. If the applicant cannot attend the meeting and wishes the Planning Board and/or the Zoning Board of Appeals to act on the applications 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.