

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 September 13, 2021

TO: VENEZIA ASSOCIATES REPRESENTING CORY WESTBROOK
FROM: DEVELOPMENT OFFICE
EMAIL: ANTHONY@VENEZIASURVEY.COM
DATE: Tuesday, September 14, 2021

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.

by the Town regarding this application. This includes resolutions written by the Town Engineer for each Zoning Board of Appeals or Planning Board meeting.

ZONING BOARD OF APPEALS FOR TUESDAY, OCTOBER 19, 2021
PLANNING BOARD FOR TUESDAY, OCTOBER 26, 2021

CPN-21-050 Venezia & Associates, 336 N. Main Street, Canandaigua, N.Y. 14424;

representing Cory Westbrook, 4102 Onnalinda Drive

TM #113.17-1-31.20

TM #113.17-1-31.11

Requesting an Area Variance for road frontage on Onnalinda Drive; and requesting a Single-Stage Subdivision approval to create:

Lot #1: 7.236 acres (existing)

Lot #2: 3.105 acres (existing)

Lot #3: 1.088 acres

Lot #4: 1.103 acres

No new development is proposed for Lot #3 and Lot #4.

This application was previously reviewed by the Planning Review Committee on May 17, 2021.

Application Information:

1. Two (2) Public Hearings **ARE** required:
For the Zoning Board of Appeals Area Variance application.
For the Planning Board subdivision application

2. State Environmental Quality Review (SEQR) (Area Variance): Type II Action
State Environmental Quality Review (SEQR) (Subdivision): Unlisted 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:

All are digital PDF files unless otherwise noted:

- Chris Jensen, Town Code Enforcement Officer
- James Fletcher, Town Highway and Water Superintendent
- MRB Group D.P.C.

The applicant shall submit the following requested information to the Town Development Office **prior to 4:00 p.m. FRIDAY, SEPTEMBER 17, 2021**, to be considered for the **TUESDAY, OCTOBER 19, 2021**, Zoning Board of Appeals agenda; and the **TUESDAY, OCTOBER 26, 2021**, 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.
2. Remove the proposed driveway from the drawing.
3. Provide the surveyor's stamp on the drawing.
4. Provide information that the new lots will comply with the Town Code as developable lots.
5. Provide Zoning Board of Appeals application and plan with surveyor stamp.
6. Provide Single Stage Subdivision with engineered plan.
5. The applicant shall provide **1 complete hard copy** of the plan. 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 and the Planning Board 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 meetings and wishes the Zoning Board of Appeals and/or the Planning Board to act upon the application(s) 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.