

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 April 12, 2022

TO: CORY R. WESTBROOK
FROM: DEVELOPMENT OFFICE
EMAIL: CORYRWESTBROOK@GMAIL.COM
DATE: Wednesday, April 13, 2022

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.

ZONING BOARD OF APPEALS FOR TUESDAY, MAY 24, 2022

CPN-22-030 Cory R. Westbrook, owner of property at 4102 Onnalinda Drive and 4118 Onnalinda Drive.

TM #113.17-1-31.200

TM #113.17-1-31.110

Requesting a Single-Stage Subdivision approval to subdivide parcels to create Lot #1 at 7.236 acres, Lot #2 at 3.105 acres, Lot #3 at 1.088 acres and Lot #4 at 1.103 acres; two of which will be newly drawn existing parcels (Lot #1 and #2) and two of which will be new parcels (Lot #3 and Lot #4).

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—**TO BE DETERMINED.**
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
- Ontario County Planning Board—**referral to be determined.**
- MRB Group D.P.C.
- Cheshire Fire Department

If any of the following names are on the above list, then these individuals are to receive paper hard copies:

- *William Wright, Ontario County Department of Public Works*
- *Timothy McElligott, P.E., Canandaigua Lake County Sewer District*
- *Sheryl Robbins, P.E., New York State Department of Health*

The applicant shall submit the following requested information to the Town Development Office **prior to 4:00 p.m. MONDAY, APRIL 18, 2022**, to be considered for the **TUESDAY, MAY 24, 2022**, 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. 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 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 upon 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.