

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 19, 2016

TO: PFISTER ENERGY FOR GREG WESTBROOK
FROM: DEVELOPMENT OFFICE
FAX #: VIA EMAIL – RAEMANR@HUNT-EAS.COM MBUFALINI@PFISTERENERGY.COM
GWESTBROOK@CLEARCOVESYSTEMS.COM
DATE: TUESDAY SEPTEMBER 20, 2016

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 THE OCTOBER 25, 2016 AGENDA. POSSIBLE APPLICATION TO THE ZONING BOARD OF APPEALS (DEPENDENT UPON ZONING DETERMINATION).

CPN-067-16 Pfister Energy of Baltimore, LLC, 3915 Coolidge Avenue, Baltimore, MD 21229, representing Greg Westbrook, 3316 County Road 16, Canandaigua, NY 14424

Property Address: 2970 County Road 10

TM #84.00-1-17.100

The applicant is requesting One-Stage Site Plan approval and a Special Use Permit for installation of an approximately 10-acre solar array located on a 29-acre parcel. The array will have chain link fencing, a transformer and electrical connections, and a gravel access road in the Industrial Zoning District.

Application Information:

1. State Environmental Quality Review (SEQR)—Type I 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:

- John Berry, Canandaigua Lake County Sewer District
- William Wright, Ontario County DPW
- Town of Canandaigua Environmental Conservation Board
- James Fletcher, Town Highway Superintendent
- Greg Hotaling, MRB Group, P.C.
- Wayne Dunton, RG&E
- Mark Marentette, Chief, Canandaigua City Fire Department
- Carleen Pierce, Canandaigua City School District
- Neighboring Municipality: Town of Hopewell Town Clerk

The applicant shall submit the following requested information to the Town Development Office prior to 4:00 p.m. **FRIDAY, SEPTEMBER 23, 2016**, to be considered for the **OCTOBER 25, 2016**, 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:

General Content:

Name of the owner of the property

Current zoning of the land including district boundaries and all setback dimensions for said zoning district(s).

Existing Conditions:

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: The length of all straight lines, radii, lengths of curves and tangent bearings for each street.

All significant man-made features including but not limited to: Existing streets on or adjacent to the subject lot including names, right-of-way widths and pavement widths.

Proposed Conditions: Development:

Delineation of limits of any land to be disturbed in any manner including areas to be cleared of vegetation, cut, filled, excavated or graded. The delineation shall include dimensions and other references needed to allow efficient field verification.

Existing and proposed contours, at vertical intervals of no more than five feet.

The boundaries and nature of all proposed easements, deed restrictions and other encumbrances (electric easements, cross access easement).

Location and description of all swales, ponds, basins, fences, dikes or other devices required to control soil erosion and sedimentation or otherwise comply with the provisions of the Town Soil Erosion and Sedimentation Control Law (*see* Chapter 165).

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 Sight Design and Development Criteria.

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

A detailed plan identifying all lands, easements and rights-of-way which shall be commonly owned with the identification of the association responsible for said ownership and method of managing the commonly owned properties.

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 storm water and erosion control measures. Sureties shall comply with Town Code §174-32 "Surety."

2. The applicant shall submit a Special Use Permit application to the Development Office.
3. The applicant shall sign the Full Environmental Assessment Form.
4. Plan Note #2 shall be revised to identify the blue line stream along County Road 46.
5. Depict on the plans the solar array details and advise if this will be a ballast system or pile-driven system.
6. Depict on the plans the acreage associated with the limits of disturbance.
7. Provide two (2) copies of the SWPPP and the NOI.
8. Identify on the plans all proposed easements (i.e., electric, cross access, etc.). The site plan should show the proposed leased boundary for the proposed solar array and the acreage of the proposed solar array.
9. Provide site data information including property owner and setbacks.
10. A zoning determination is required to confirm if area variance(s) is/are required.
11. Provide sight distance for the proposed gravel driveway and sight distance for the stabilized construction entrance.
4. The applicant shall provide **21** complete hard copies of the plans (for Planning Board and Zoning Board of Appeals). 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 this meeting and wishes the Zoning Board of Appeals 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.). 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.