

## *Town of Canandaigua*

5440 Routes 5 & 20 West  
Canandaigua, New York 14424  
(585) 394-1120 / Fax (585) 394-9476

### **PLANNING REVIEW COMMITTEE (PRC)**

**Monday, December 13, 2021 • 9:00 a.m.**

### **MEETING MINUTES**

*All applicants are hereby given notice that the following report provides positive input to keep the application process moving forward. There may likely be additional PRC comments or Planning/Zoning Board of Appeals comments forthcoming based upon further review by the members of the PRC or respective boards.*

***If PRC requirements are not submitted by the deadline given in the minutes, the application will not appear on the Planning Board or Zoning Board of Appeals agenda(s).***

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**ZONING BOARD OF APPEALS FOR JANUARY 18, 2021**

**PLANNING BOARD FOR TUESDAY, JANUARY 25, 2022**

**CPN-21-097**      **Venezia & Associates, 5120 Laura Lane, Canandaigua, N.Y. 14424; and Joyce Consulting Group PC, 100 Wyman Road, Braintree, Massachusetts; representing ABDB Silver Springs LLC, 207 High Point Drive, Victor, N.Y. 14564; owner of property at 4351 Tichenor Point Drive.**  
TM #126.16-1-1.100  
Requesting an Area Variance for a stream setback of less than 100 feet and a Single-Stage Site Plan approval for construction of a single-family residence.

#### 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** 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
- Tim McElligott, Canandaigua Lake County Sewer District (*paper copy*)
- Leif HerrGesell, Town Historian
- Town Environmental Conservation Board
- James Fletcher, Town Highway and Water Superintendent
- MRB Group D.P.C.
- Ontario County Planning Board
- Chief Chris Brown, Cheshire Fire Department
- Kevin Olvany, Canandaigua Lake Watershed Council
- William Wright, Ontario County Department of Public Works (*paper copy*)

The applicant shall submit the following requested information to the Town Development Office **prior to 4:00 p.m. FRIDAY, DECEMBER 17, 2021**, to be considered for the **TUESDAY, JANUARY 18, 2021**, Zoning Board of Appeals agenda and the **TUESDAY, JANUARY 25, 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.

**Existing Conditions:**

All existing property lines, with bearings and distances including the subject (parent) parcel Tax Map numbers.

**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.

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).

The Planning Board may require an applicant to submit additional information as may be needed to assess the potential impacts from the proposed development.

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

Final site plans shall be on sheets no smaller than 8½ by 11 inches and not larger than 24 inches by 36 inches. Where necessary, final site plans may be drawn in two or more sections accompanied by a key diagram showing relative location of the sections.

Detailed sizing and final material specification of all required improvements.

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.

2. Planning Review Committee discussion:

- Provide an existing features plan; remove the existing features from the proposed site plan drawing.
- The Town would like to take photographs of the existing structure and may be interested in salvaging some items.
- Make sure that the landscape plan is consistent with the site plan.
- Clarify: The boathouse must have navigational access for a boat to enter the lake; a boathouse cannot have a floor and must be open to the lake.
- Provide improved architectural elevation renderings; provide elevations which show the proposed landscaping and compliance with the Shoreline Development Guidelines; provide an elevation to show the new dwelling as viewed from the lake.
- Remove the dock images from the landscape plan.
- Label the existing stone wall on the existing features plan.
- Submit an application for a stream setback variance to the Zoning Board of Appeals.
- Provide details and calculations on the green roof and all stormwater management initiatives.
- Add a note to the site plan regarding the locations of the overflow and drainage of the swimming pool (pool water cannot enter the lake).
- Revised the limits of disturbance to remove encroachment into the lake.
- Provide a narrative of compliance with the Shoreline Development Guidelines; include which trees are to be removed and which trees are to be pruned. Correct the plan note to indicate that the sycamore tree will remain.
- 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:

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—*This application is in compliance with this requirement.*

*Reference:* Town of Canandaigua Site Design and Development Criteria, amended by the Town Board, September 17, 2018 (Resolution #2018-274), Article V—Drainage Improvements, Section D: “Water Quality and Quantity Requirements,” (3) (a).

3. The applicant shall provide **3 complete hard copies** 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 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.