

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 July 13, 2020

TO: CANANDAIGUA COMFORT CARE
FROM: DEVELOPMENT OFFICE
EMAIL: LIGHTHILLDIRECTOR@GMAIL.COM

KEVIN.OLVANY@CANANDAIGUANEWYORK.GOV

DATE: Wednesday, July 15, 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, AUGUST 11, 2020

**CPN-20-048 Canandaigua Comfort Care Home Inc., c/o Richard Russell, Board Chair,
owner of property at 5160 Parrish Street Extension
TM #97.02-1-36.000**

Requesting a Single-Stage Site Plan approval to add additional parking area to the existing driveway (90 feet x 18 feet, 1,620 square feet) to accommodate overflow parking. Kevin Olvany is assisting with oversight of this project and is willing to speak to the Planning Board.

Application Information:

1. A Public Hearing **IS NOT** required.
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:
 - Chris Jensen, Town Code Enforcement Officer (digital PDF file)
 - Town Agricultural Advisory Committee (digital PDF file)
 - James Fletcher, Town Highway and Water Superintendent (digital PDF file)
 - MRB Group D.P.C. (digital PDF file)

The applicant shall submit the following requested information to the Town Development Office **prior to 4:00 p.m. FRIDAY, JULY 17, 2020**, to be considered for the **TUESDAY, AUGUST 11, 2020**, Planning Board agenda.

1. See attached ***Sketch Plan Checklist***—All items with an open circle to the right must be addressed prior to the application being further processed, as follows:

All Sketch Plan Checklist items have been addressed.

2. Provide the detail of the infiltration area.
3. Provide landscaping details.
4. The applicant shall provide **1** complete hard copy 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 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 the meetings and wishes the Planning Board 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.). ***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.