

Town of Canandaigua

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

PLANNING REVIEW COMMITTEE (PRC)

Monday, October 13, 2020 • 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).

ZONING BOARD OF APPEALS APPLICATION FOR TUESDAY, NOVEMBER 17, 2020

PLANNING BOARD APPLICATION FOR TUESDAY, NOVEMBER 24, 2020

CPN-20-073

**Hanlon Architects, 1300 University Avenue, Rochester, N.Y. 14607;
representing Marcello and Stacy Battisti, owners of property at 3542
Sandy Beach Drive**

TM #98.15-1-33.000

Requesting a Single-Stage Site Plan approval for a proposed home addition (approximately 658 square feet) on the front of the house.

Variances requested:

Front setback: 36.16 feet (55 feet is required)

Lot coverage: 38 % (33 % is required, 33.9% is existing)

Application Information:

1. A Public Hearing **IS** required (for the Zoning Board of Appeals applications)
2. State Environmental Quality Review (SEQR)—**To be determined.**
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:

- John Berry, Canandaigua Lake County Sewer District (*paper copy*)
- Chris Jensen, Town Code Enforcement Officer
- Town Environmental Conservation Board
- MRB Group DPC
- Ontario County Planning Board
- Frank Magnera, Chief, Canandaigua City Fire Department
- Kevin Olvany, Canandaigua Lake Watershed Council

The applicant shall submit the following requested information to the Town Development Office **prior to 4:00 p.m. MONDAY, OCTOBER 19, 2020**, to be considered for the **TUESDAY, NOVEMBER 17, 2020**, Zoning Board of Appeals agenda and the **TUESDAY, NOVEMBER 24, 2020**, 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.

Name and seal of the New York State licensed professional engineer or surveyor responsible for the plan.

Date, north point and scale. The site plan shall be at a scale of no more than 100 feet to the inch: *Provide a bar scale.*

A legible location map.

Existing Conditions:

Existing contours at vertical intervals of 20 feet, including the source of the information. In the case of steep or unusual tracts, the Planning Board may require contours at such lesser intervals as it finds necessary for study and planning of the tract.

All existing significant man-made features including but not limited to:

- Sanitary and storm sewers.

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 for efficient field verification.

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

Location, size and invert elevations of all proposed sanitary and storm sewers, and location of all manholes and culverts.

Proposed vegetative land cover and landscaping: *Submit a statement of compliance with the Shoreline Development Guidelines.*

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

Cost estimates for improvements where surety may be required by the Planning Board including but not limited to: landscaping, and stormwater and erosion control measures. Sureties shall comply with Town Code § 174-32 “Surety.”

2. See Town Code Enforcement Officer Jensen for Code question, re: flood elevation.
3. The applicant shall provide **2** 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 meeting 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 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.