

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 December 17, 2018

TO: BRENNAN MARKS FOR TERENCE & CHARLOTTE ROBINSON
FROM: DEVELOPMENT OFFICE
EMAIL: BMARKS@MARKSENGINEERING.COM TLR1@CORNELL.COM
DATE: Tuesday, December 18, 2018

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, JANUARY 8, 2019:

**CPN-18-087 Marks Engineering, 42 Beeman Street, Canandaigua, N.Y. 14424,
representing Terence and Charlotte Robinson, 724 White Springs
Drive, Geneva, N.Y. 14456, owners of property on State Route 21
TM #97.00-2-67.100
Requesting a Single-Stage Site Plan approval for construction of a single-family
residence with a horse barn and septic.**

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:
 - George Barden, Watershed Inspector
 - Chris Jensen, Code Enforcement Officer
 - Mark Stryker, Town Agricultural Advisory Committee
 - James Fletcher, Town Highway and Water Superintendent

- Mike Northrop, Chief, Cheshire Fire Department
- Greg Trost, New York State Department of Transportation

The applicant shall submit the following requested information to the Town Development Office **prior to 4:00 p.m. FRIDAY, DECEMBER 21, 2018**, to be considered for the **TUESDAY, JANUARY 8, 2019**, Planning Board agenda:

1. See attached ***One-Stage (Preliminary and 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 and owner of the property (new survey).

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

A signature block for the Planning Board Chairperson and others as may be requested: Remove the signature blocks for the Town Engineer and the Town Highway Superintendent.

Existing Conditions:

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

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; and all dimensions and angles or bearings of the lines of each lot and of each area proposed to be dedicated to public use.

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.

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. Provide the survey of the property.
3. The applicant shall provide **12** complete hard copies 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 this meeting 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.