

From: [Doug Finch, Town Manager](#)
To: [Chuck Oyler](#)
Cc: [Eric Cooper \(Town Planner\)](#); [Chris Jensen](#); [Jean Chrisman](#); [Brabant, Lance](#); [Michelle Rowlinson](#); ["Scott Morrell"](#); ["Jeff Morrell"](#); [CNADLER@cnadlerlaw.com](#); ["Richard Tiede"](#); [rbringley@marathoneng.com](#); ["Cathy Menikotz"](#); ["Gary Davis"](#); ["Jared Simpson"](#); ["Linda Dworaczyk"](#); ["Terry Fennelly"](#); ["Doug Finch"](#); ["Kate Silverstrim"](#); ["Sarah Reynolds"](#)
Subject: Morrell Wilkin sketch
Date: Wednesday, February 3, 2021 11:43:58 AM

Chuck (PB Chair),

It is my understanding the Project Review Committee (PRC) reviewed the Morell Wilkin Sketch Plan in January and forwarded it on to the Planning Board for review as a sketch plan to be considered on February 9, 2021 for comment by members of the Planning Board. In my opinion that action was premature and should have not yet been referred to the Planning Board for comment.

While I understand sketch plans are just for comment purposes, the bases for the sketch includes an increase in density that is only be able to be granted by the Town Board. The applicant submitted the material to the Town Clerk for review for the purposes of TB consideration, while also providing a copy to the Development Office. My concern is that normally we would provide public notices for sketch plan reviews for people to be able to attend the Planning Board meeting; however, we did not in this case because it has not yet worked through the process with the Town Board to determine if in fact the Town Board would even consider the request before that board.

It is my understanding that some nearby property owners have expressed concern having not received notification about the sketch plan review by the Planning Board for February 9, 2021. I would request that if the Planning Board does discuss the matter at your meeting on 2/9 that you continue the matter so that proper notices can be given to nearby property owners. I would also request the Planning Board reserve comment until such time as the Town Board has had the opportunity to properly consider the request before them.

As you are aware, the Town Board's Planning/Public Works Committee is going to be taking the first look at the request on 2/5/21 at 10:00am (held by zoom). From there the committee may make a recommendation to the full town board; however, I would anticipate the Town Board will want to hold a public hearing on the matter. It would seem to me the earliest timeline would be the Town Board holding a public hearing at their April meeting with that being the first possible time that they would likely take action. The rest of the items to be considered by the Planning Board would likely need to take place after the Town Board finishes deliberations on the matter.

As always thank you for your service to the residents of the Town of Canandaigua. If I can be of any assistance please do not hesitate to contact me.

CC: Michelle if you could share with the neighboring property owners who have contacted us.

CC: Sarah – for communication binder please

Douglas E. Finch, Town Manager

Town of Canandaigua
5440 Route 5&20W
Canandaigua, NY 14424
Phone: (585)394-1120 ext. 2234