

# *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 June 17, 2019**

**TO:** BRENNAN MARKS FOR CHAD MOUNT  
**FROM:** DEVELOPMENT OFFICE  
**EMAIL:** [BRENNAN@MARKSENGINEERING.COM](mailto:BRENNAN@MARKSENGINEERING.COM)  
**DATE:** Tuesday, June 18, 2019

*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, JULY 9, 2019**

**CPN-19-047 Marks Engineering, c/o Brennan Marks, P.E., 42 Beeman Street,  
Canandaigua, N.Y. 14424; representing Chad Mount, 11 North Main  
Street, Geneva, N.Y. 14456, owner of property at 2659 State Route 21**

TM #71.00-1-41.000

Requesting a Site Plan approval for conversion of a building into a new single-family dwelling.

#### 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:
  - Tad Gerace, Ontario County Soil and Water Conservation District
  - Chris Jensen, Town Code Enforcement Officer
  - Mark Stryker Town Agricultural Advisory Committee
  - James Fletcher, Town Highway and Water Superintendent
  - Frank Magnera, Chief, Canandaigua City Fire Department
  - Greg Trost, NYSDOT

The applicant shall submit the following requested information to the Town Development Office **prior to 4:00 p.m. FRIDAY, JUNE 21, 2019**, to be considered for the **TUESDAY, JULY 9, 2019**, 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:**

All dimensions shall be shown in feet and in hundredths of a foot.

Name of the owner of the property.

Names of the owners of all abutting land.

A signature block for the Planning Board Chairperson and others as may be required—*need signature lines for Planning Board Chairperson and Town Highway Superintendent.*

Current zoning of the land including district boundaries and all setback dimensions for said zoning district(s).

**Existing Conditions:**

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

Area of the subject lot(s)—*survey.*

Required building setback lines on each lot—*survey.*

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:

1. The length of all straight lines, radii, lengths of curves and tangent bearings for each street—*survey.*
2. All dimensions and angles or bearings of the lines of each lot and of each area proposed to be dedicated to public use—*survey.*

The boundaries and nature of all existing easements, deed restrictions and other encumbrances—*survey.*

All existing significant man-made features including but not limited to:  
—Buildings with property line setbacks.

**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.

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

The boundaries and nature of all proposed easements, deed restrictions and other encumbrances.

The proposed building setback from each property line and other buildings on the same lot.

Location, size and design of proposed onsite wastewater treatment systems—*provide the design of the system.*

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

Copies of other proposed easements, deed restrictions and other encumbrances.

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. 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 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 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.