

# *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 March 14, 2016**

**TO: VENEZIA & ASSOCIATES REPRESENTING COREY WESTBROOK**  
**FROM: DEVELOPMENT OFFICE**  
**FAX #: VIA EMAIL – ROCCO@VENEZIASURVEY.COM**  
**DATE: TUESDAY MARCH 15, 2016**

*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.*

**Venezia & Associates representing Corey Westbrook, 4118 Onnalinda Drive, Canandaigua, N.Y. 14424**  
**(TM #113.17-1-31.000) (CPN-018-16)**

### Application Information:

1. The applicant is seeking One-stage Site Plan approval for the construction of a new single-family dwelling in the SCR-1 Zoning District.
2. State Environmental Quality Review (SEQR)—Type II.
3. A referral to the Ontario County Planning Board IS NOT required.
4. The PRC will forward a copy of the application and supporting documentation to the following agencies for their review and recommendation:
  - Kevin Olvany, Canandaigua Lake Watershed Council
  - John Berry, Canandaigua Lake County Sewer District
  - James Fletcher, Town of Canandaigua Highway Superintendent
  - Greg Hotaling, MRB Group
  - Michael Miller, Chief, Cheshire Fire Department

### Requested Information:

The applicant shall submit the following requested information to the Town Development Office prior to 4:00 p.m. on **FRIDAY, MARCH 18, 2016**, to be considered for the **APRIL 26, 2016**, Planning Board agenda.

1. See **One-Stage Review (Preliminary & Final) Site Plan Checklist**—All items with an open circle to the right must be addressed prior to the application being further processed.

Existing Conditions:

- Identify on the Site Plan the owner's name of Lot #2.
- Remove from the Site Plan the label of Lot #3.
- Identify on the Site Plan the property owners to the north and south.
- Provide an agricultural data statement.

Proposed Conditions:

- Provide clarification regarding the shared driveway agreement/easement.
  - Clarify the locations of the electric and gas service on the property.
  - Provide the construction entrance, construction sequencing and staging area.
  - Submit a Stormwater Pollution Prevention Plan (SWPPP) and Notice of Intent.
  - Submit a New Home Construction application.
2. The applicant shall provide **12 complete hard copies** of the revised site plan set. The applicant shall also **submit a PDF copy** 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 hired by the Town of Canandaigua (Town Engineer, Watershed Inspector, Town Attorney, etc.). 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.
4. The property owner is on notice that they have 180 days from the date the Planning Board grants One Stage Site Plan approval to submit their final site plan for the Planning Board chairperson's signature. No permits will be issued until such time the final site plan has been signed by the Planning Board chairperson. (Chapter 220 Section 220-68-B-3)