

Town of Canandaigua

5440 Routes 5 & 20 West
Canandaigua, New York 14424

CITIZENS' IMPLEMENTATION COMMITTEE MEETING

MINUTES

TUESDAY, NOVEMBER 6, 9:00 A.M.

TOWN OF CANANDAIGUA 2019 COMPREHENSIVE PLAN UPDATE

Committee Members Present:	[<input checked="" type="checkbox"/>] Sarah Reynolds, Chairperson	[<input checked="" type="checkbox"/>] Doug Finch
	[<input checked="" type="checkbox"/>] Oksana Fuller	[<input checked="" type="checkbox"/>] Ray Henry
	[<input checked="" type="checkbox"/>] Joyce Marthaller	[<input checked="" type="checkbox"/>] Pat Venezia
	[<input checked="" type="checkbox"/>] Tom Schwartz	[<input checked="" type="checkbox"/>] Gary Davis
	[<input type="checkbox"/>] Kevin Reynolds	[<input type="checkbox"/>] Kelly LaVoie
	[<input checked="" type="checkbox"/>] Karen Parkhurst	
Development Office:	[<input checked="" type="checkbox"/>] Eric Cooper	
Members Absent:	Kevin Reynolds, Kelly LaVoie	

- **Call to Order by the Chairperson**

The meeting commenced at 9:00 am.

- **Approval of Past Minutes**

Previous CIC Minutes (9/18/18, 10/02/18, and 10/16/18) were approved.

- **Privilege of the Floor**

- **Report of the Development Office—Eric Cooper**

Eric distributed hand-outs of an Overview of the Town of Canandaigua 2019 Comprehensive Plan Update and an accompanying informational article containing ideas and suggestions on implementation. The overview contained eight key headings:

1. Project Background and Description
2. Project Scope
3. High-Level Requirements
4. Deliverables

5. Affected Parties
6. Affected Business Processes or Systems
7. Implementation Plan
8. Timeline/Schedule

Eric talked about the state laws regarding comprehensive plans. The last update to the Comprehensive Plan was in 2011. It is important to have the input of new people with fresh ideas to see if: 1) the Town's vision and goals are correct and still on point, and 2) the proper implementation steps to achieve those goals are in place. A SWOT Analysis will be conducted to see where improvements can be made. Engaging as many residents (especially those not previously heard from) as possible is key to achieving the best results. Stakeholders' input is also very important. Eric will be attending a training next month about how to engage the public and is planning to coordinate with the surrounding municipalities of the City and Town. The City's and Town's goals are mostly aligned, which should help to facilitate their working together on this. The City of Canandaigua will be updating its Comprehensive Plan next year, and the hope is that the Town will have some input on it. Ontario County will be involved, as well. In addition, the Town's recently-adopted plans will be taken into consideration, the data from which will be useful. The protection of the Canandaigua Lake waters and surrounding resources is of utmost importance.

An increase in communication is vitally essential. As part of the 2019 Budget, plans are in place to consider hiring a consultant or individual to oversee the communication between the Town and residents.

Referrals from the Town Board

There was a discussion about the proposed TDR zoning regulations. The Ag Committee discussed it at their last meeting, and their opinion was that the draft did not contain enough detail. Some members were pleased with what was written in the 2017 BFJ Planning TDR Report. The distinction was made that the report and what is being proposed are not the same. The suggestion to incorporate more details from the report was made. It was noted that there is no specific or detailed process listed. Eric Cooper stated that the process should be in the Code (as it is for the MUO). Even for the more standard zoning districts, any sort of site plan is in code.

Some feedback comments received thus far have stated that there was nothing specific in the proposed regulations as to cost. It was the consensus of the CIC Committee members that they approved of the regulations in concept, but they need to see more implementation details.

The topic of dollar amount for conservation easements and the need for flexibility were discussed. The question of how to code it and give the values was raised. A report could be provided as far as what the costs of varying pieces are. One possibility is that costs could be adopted as a fee sheet from the Town Board at the beginning of each year. All agreed that there needs to be flexibility in terms of dollar amount over the course of time.

Committee members will review further and discuss comments at the next CIC meeting (11/20/18).

▪ Old Business

- **New Business**

Sarah referred to the Smartboard and Doug's list, on which the Comprehensive Plan's goals chosen by CIC members at the last meeting, were displayed. Protection of Canandaigua Lake was the #1 goal selected by the majority of members. Support from the Watershed Council is vital in achieving this goal. Ideas were exchanged about getting the word out and increasing communication with the public to make residents aware of what the Town and other entities (such as the Canandaigua Lake Watershed Council, the Canandaigua Lake Watershed Association, Ontario County Soil and Water Conservation District, and NY State DEC) have accomplished thus far, as well as their intent for the future.

There was a discussion about the upcoming Joint Board meeting on November 19th. Doug suggested that an interactive exercise, much like the one the CIC members were given at the last meeting, be offered to attendees. There needs to be an exchange of ideas between the various committees, boards, and entities so each can have an understanding of what the others are doing.

There was a brief discussion about future plans for the Parks and Recreation Department.

Ideas about generating interest in attending Joint meetings were discussed. One possibility would be to offer training credit.

- **Member Reports**

None at this time.

- **Adjournment**

The meeting was adjourned at 10:45 am.

- **Next meeting: Tuesday, November 20, 2018**

- Topic: Local History Team
- Further discussion of TDRs