

# *Town of Canandaigua*

5440 Routes 5 & 20 West  
Canandaigua, New York 14424

## CITIZENS' IMPLEMENTATION COMMITTEE MEETING

### MINUTES

TUESDAY, DECEMBER 18, 9:00 A.M.

---

**Committee Members Present:**

<input checked="" type="checkbox"/> Gary Davis	<input checked="" type="checkbox"/> Doug Finch
<input type="checkbox"/> <del>Oksana Fuller</del>	<input checked="" type="checkbox"/> Ray Henry
<input type="checkbox"/> <del>Kelly LaVoie</del>	<input checked="" type="checkbox"/> Joyce Marthaller
<input checked="" type="checkbox"/> Kevin Reynolds	<input checked="" type="checkbox"/> Tom Schwartz
<input checked="" type="checkbox"/> Pat Venezia	<input checked="" type="checkbox"/> Sarah Reynolds
 <input checked="" type="checkbox"/> Karen Parkhurst	

**Development Office:**  Eric Cooper

---

- Call to Order by the Chairperson

The meeting commenced at 9:05 a.m.

- Introduction of Guests by the Chairperson
- Approval of Past Minutes

The approval of the 11-20-18 CIC Minutes was motioned by Joyce Marthaller and seconded by Gary Davis.

- Privilege of the Floor
- Report of the Development Office—Eric Cooper
- Referrals from the Town Board
- Old Business
- New Business

Sarah Reynolds opened the meeting and distributed copies of the 2019 Meeting Schedule - Citizens' Implementation Committee, which is subject to some possible tweaks/changes. There was a brief discussion about whether the TDR material would

be included. It is not certain whether the CIC or Ordinance Committee will take that up.

The ECB has established that four of its members would be willing to serve as the team for the NRI update expected in 2019.

The Town of Canandaigua's 2018 Office Hours pamphlet was noted for its importance in serving as a helpful reminder of the various Boards' and Committees' scheduled meeting dates and times throughout the year.

Sarah brought up the topic of the Comprehensive Plan, which had been discussed at the previous meeting. The Committee needs to decide if a Project Team should be appointed. If so, now would be a good time to get the word out, since a press release will be going out soon (by the first week in January). There was a brief discussion of how a Project Team would be helpful in facilitating some public meetings and keeping people involved.

The last Comp Plan Update Committee (2011) was comprised of one member from each of the Boards. The suggestion was made to ask someone from the Planning and/or ZBA if they if they could provide some information and background that would be helpful in conversations about the Comprehensive Plan.

The topic of a Comprehensive Plan (and Financial) Webinar was raised. If it is decided to go ahead with financial projections on implementation and strategies, there is much work that needs to be done. There was a brief discussion about the possibility of the Ordinance Committee, Planning Committee, and/or Economic Development Team's collaborative input/involvement in the effort. The CIC would most likely over-arch the task with providing regular updates from time to time. The point was made that a Comprehensive Plan Update will need to include the Uptown Feasibility Study.

The final Steering Committee for the Uptown Study for the year is 12/19/18. Any final comments need to be sent in by the end of the week. It will be approved before the end of February, and possibly sometime in January. The link was sent to the Steering Committee via email.

There was a brief discussion about the Finger Lakes Land Trust – Zach O'Dell was the (former) primary contact. He is no longer employed there. It is not yet known who the new contact person is. Sarah will look into that. The suggestion was made to contact Andy Zepp, the Executive Director, until a new person fills Zach's position.

Sarah asked Committee members if they intend to serve on the CIC next year. All were in agreement that it was their intention.

- Member Reports (if any)
  - Planning Board
  - Zoning Board

- Environmental Conservation Board

In its upcoming January meeting, the ECB is considering asking someone from the FLLT to come and help with prioritizing parcels appropriate for consideration in a conservation easement program. A rating schedule of all potential parcels over one acre is provided in the new Open Space Master Plan.

- Agricultural Advisory Committee
  - Complete Streets Committee
  - Drainage Committee
  - Economic Development Committee
  - Environmental Committee
  - Finance Committee
  - Local History Team
  - Parks & Recreation Committee
  - Planning Committee
  - Special Events Committee
- Adjournment
- The meeting was adjourned at 9:37 a.m.
- Next meeting: Tuesday, January 15, 2018
    - Topic: Comprehensive Plan Update – First Steps