

# Town of Canandaigua

5440 Routes 5 & 20 West  
Canandaigua, NY 14424

## ORDINANCE COMMITTEE

Thursday February 20, at 9:00 AM

Rev. 3/2/2020

## MEETING REPORT

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<b>MEETING CALLED BY:</b>	<b>GARY DAVIS</b>		
<b>COMMITTEE MEMBERS:</b>	<b>GARY DAVIS</b>	<b>ERIC COOPER</b>	<b>JOHN CASEY</b>
	<b>CHUCK OYLER</b>		
<b>SECRETARY:</b>	<b>ERIC COOPER</b>		
<b>GUESTS:</b>	<b>CHRIS JENSEN</b>	<b>CATHY MENIKOTZ</b>	<b>TERRY FENNELLY</b>
	<b>KYLE RITTS</b>	<b>RAY HENRY</b>	<b>SARALINDA HOOKER</b>

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### PRIVILEGE OF THE FLOOR

### COMMITTEE BUSINESS

- History Team Requests
  - o Ray Henry and Saralinda Hooker from the Town of Canandaigua History Team joined the Ordinance Committee to request certain changes to the permitting process for the demolition of structures.
  - o The History Team would like the following information about structures 50 years or older:
    - Notification to History Team when application is made
    - Most recent survey, tape map, abstract of title
    - Photo documentation
    - Salvage historic features such as doors, wood trim, etc.
    - Sharing information with Ontario County Historical Society
  - o The Ordinance Committee discussed the process for the Development Office that would be required so as to treat all applications the same. The Development Office cannot delay application review and approval for historic structures without treating newer homes similarly. This would be arbitrary without Ordinance Updates.
  - o The History Team wanted to make clear that these requests are voluntary. They understand that without Ordinance changes, applications will continue to be processed equally. At this point they are not requesting Ordinance changes.
  - o Saralinda Hooker also relayed to the Ordinance Committee a timeline for Phase 2 of the history teams report. Phase 2 would ideally be completed in the summer of 2021 and include an inventory of properties eligible for National Register.

- A general discussion was had about the possible practices to protect historic structures. Saralinda Hooker described some options and said that these and similar items might be included as part of the Phase 2 report.
- The process moving forward will be to include a question about age of structure to be demolished on the permit application. If the trigger of 50 years is attained, the Development Office will request information noted above and create communication link between Town Historian and property owner to document the structure. Information received will then be transmitted to the Ontario County Historical Society for their archives. The documentation and information provided will be entirely voluntary on the part of the property owner.
- RLD – Pools
  - The Committee reviewed a draft Local Law prepared by Eric Cooper. The Committee generally discussed that more than one pool may be allowed on lots not adjoining Canandaigua Lake, but the Committee had no concerns with the proposed draft and voted to send the draft to the Boards for comments.
- Manufactured Homes
  - Chris Jensen brought a request to the Committee that changes be made to 220-9 S(4).
    - Please review/comment:  
220-9 S. (4)  
All double-wide manufactured homes located outside of a manufactured home park shall be sited on a full perimeter foundation with concrete or concrete block foundation walls ~~extended below the frost line and must be affixed to the foundation in accordance with the manufacturer's specifications.~~ **The use of plastic and/or metal type skirting material is not permitted. The placement of the permanent concrete or concrete block foundation walls is for aesthetic purposes. The foundation shall be installed per manufacturer's stamped plans. It is at the discretion of the manufacturer or owner if the foundation incorporates the permanent aesthetic wall.**
  - This change would bring our code into conformance with HUD rules. The Ordinance Committee will review this change at their next meeting.
- After reviewing the list, the Committee agreed that the next action item would be the review of existing minimum parking requirements. Mr. Cooper will prepare a narrative and draft.

#### Upcoming Meetings:

- **March 19, 2020 @ 9:00 am**
  - **Minimum Parking Requirements**
  - **Manufactured Homes**

**Adjournment @ 10:15 am**