

**PLANNING COMMITTEE & FINANCE COMMITTEE
TUESDAY, JANUARY 9, 2024, 7:00 PM
COUNCIL CHAMBERS
HURLEY BUILDING, 205 SALTONSTALL STREET**



VIRTUAL: <https://us06web.zoom.us/j/84662898580>

LIVE STREAM: <https://fingerlakestv.org/live/>

Planning Committee: Thomas Lyon, Chair
Donna Cator
Michael Mills
Dan Unrath

1. North Road Townhomes - Planned Unit Development (PUD)

The City Council via Resolution #2023-098 accepted and certified the application as complete for a Planned Unit Development for a 30-acre parcel located in the northeast quadrant of the City fronting Steward Place to the southwest and North Road to the north. The resolution also referred the application for a coordinated staff review, City Planning Commission review and Ontario County Planning Board review. Attached are memorandum regarding each referral. A public hearing was held on December 7, 2023 regarding this PUD application. Within 60 days after the public hearing, the City Council must render a decision on the application, either approving or disapproving the sketch plan with or without conditions. As such, a decision must be rendered at the February 1, 2024 City Council meeting. [The following link is to the complete PUD application.](#)

2. Information Item – City Council Strategic Planning Session

The City Council will be meeting on Saturday, January 27, 2024 from 10 AM to 3 PM for a strategic planning session.

Finance Committee: Dan Unrath, Chair
Donna Cator
Thomas Lyon
Michael Mills

1. New Leaf Vacuum Truck

In January 2022, the City ordered a replacement leaf vacuum truck. Unfortunately, the supply chain and production issues that started during the COVID Pandemic persist. The new truck has been delayed with the latest estimate for arrival being December 2025 (two leaf seasons away). In order to keep the current leaf vacuum truck working for another two seasons, significant investment replacement parts and repairs would be necessary and reliability and safety concerns/issues would remain. Further, we have been informed that the production delays will result in the manufacturer increasing the price (has occurred with other equipment). As such, we searched and identified an alternative leaf vacuum truck from a different manufacturer on a purchasing cooperative that would be able to deliver the new truck in August 2024. The new truck would still have all the basic components that were specified and will cost approximately \$50,000 more than the \$225,000 truck on order (\$225,000 does not include the increase). City Staff recommends canceling the exiting order, utilizing those funds and appropriating an additional \$50,000 from the Capital Reserve to purchase a new leaf vacuum truck at a total cost of \$275,000.

City of Canandaigua

City Planning Commission

Stanley Taylor
Chairperson

Phone (585) 337-2180
Fax: (585) 919-0605

DATE: August 14, 2023

FROM: Richard Brown, on behalf of the City Planning Commission

TO: Canandaigua City Council

RE: Referral from City Council: Planned Unit Development - North Road Townhomes

At its regular meeting of August 9, 2023, the Planning Commission reviewed the proposed “North Road Townhomes” Planned Unit Development.

The Planning Commission expressed general support for the land use, street layout, and density shown in the submitted Sketch Plan. However, the board was strongly opposed to the streetscape created by the garage-forward design of the townhouse units themselves.

The streetscape illustrated in this plan does not reflect the tenants of modern urban planning, specifically those expressed in “New Urbanism” and “Strong Towns”, which moves development away from a “car centric” society and towards creating an improved sense of place. Instead of garages forward, the homes should be built close to the sidewalks with porches forward. Garages should be set back or possibly rear-loaded from alleys constructed behind the dwellings. This is the design of the townhomes on Deseyn Drive.

The majority of the Planning Commission believes the dedicated streets should be built to the full city specification, complete with sidewalks on both sides of the street, granite curbing, street trees, and street lights. The Planning Commission understands that these improvements will increase the project costs and that affordable housing is a goal of the Comprehensive Plan. However, the board feels that the city should not compromise the character of the neighborhood simply to reduce costs. Some board members felt that the public improvements could be negotiated as long as the traditional character of the streetscape is maintained.

Other specific recommendations from the Planning Commission:

- There should be no cul-de-sacs. All streets should be connected to other streets.
- The stormwater basins should be maintained by a Homeowners Association and not dedicated to the city.
- The drainage plans should be reviewed by an independent, third-party engineer.
- All construction vehicles should access the site from North Road.
- The Phasing Plan should be carefully considered, with sureties in place for the completion of each phase to ensure that projects do not remain in an incomplete state for extended periods.

City of Canandaigua
Office of Development and Planning

Richard E. Brown, AICP
Director

Phone (585) 337-2180
Fax: (585) 919-0605

DATE: **October 6, 2023**

FROM: **Richard E. Brown, AICP**

TO: **John Goodwin, City Manager**

RE: **PUD: Coordinated Staff Review**

On August 1, 2023, the Planned Unit Development Committee met to consider a proposal entitled; “North Road Townhouses”. This project includes 132 dwelling units on approximately 28 acres, with supporting infrastructure including new public streets.

The committee found this application to be complete and, in accordance with the §850-124, submitted this application and supporting documentation to the Planning Commission, the Ontario County Planning Board, and to the city staff for a coordinated review.

The City Planning Commission met to review this proposal at the regular meeting of August 9, 2023 and has submitted the attached memorandum of its findings dated August 14, 2023.

The Ontario County Planning Board met to review this proposal at the regular meeting of September 13, 2023. The minutes from this meeting are attached.

City Fire, Police, and Public Works departments reviewed the proposal as part of the coordinated staff review.

The Fire Department expressed some concerns related to the phased construction of the street network. It was recommended that the section designated as “Phase 3” (connecting Stewart Place and Kennedy Street) be constructed as the initial phase. Regardless, if phases are built without interconnected streets, adequate temporary turn-arounds would need to be installed.

The Police Department had no additional concerns.

The Public Works Department stated that it was too early in the process to review details of the proposed construction. They would, however, be making more substantive recommendations as the complete engineering is developed for the Site Plan Review process, if the PUD rezoning were to occur.

<https://ontariocountyny.gov/DocumentCenter/View/39783/171-2023-Aerial-PUD-Rezoning>
<https://ontariocountyny.gov/DocumentCenter/View/39787/171-2023-LOI-PUD-Rezoning>
<https://ontariocountyny.gov/DocumentCenter/View/39789/171-2023-Site-Plan-PUD-Rezoning>
<https://ontariocountyny.gov/DocumentCenter/View/39784/171-2023-Engineer-Report-PUD-Rezoning>

This subdivision/Planned Unit Development (PUD) includes a number of previously subdivided but not developed lots and additional acreage totaling 27 acres behind homes on North Road between Cayuga Street on the west and Tamarack Drive on the east and connecting to Stewart Place and Kennedy Street to the west and south.

The City of Canandaigua PUD process establishes the City Council as the SEQR lead agency and source of final approval of extent and development density of PUD area. The process also requires review and recommendation of a sketch plan by the City Planning Commission, city staff, and County Planning Board. Following approval of the sketch plan by City Council and related change to the City Zoning Map, the project requires preliminary and final site plan approval by the Planning Commission and a statement of consistency with the approved sketch plan by City Council. The PUD process includes provisions that a subdivision plat for filing in the office of the Ontario County Clerk shall be prepared and filed without need for separate subdivision plat review.

Referral 23-2021 proposed a 72-lot single family neighborhood in this area with 3,400 LF of roadway. The project currently proposed will include 34 duplexes with the remaining 66 units in buildings of 4 to 6 units. The proposed density is 5 units per acre in line with the 4 to 8 units per acre recommended by the medium density/5,000 to 10,000 SF lots envisioned in the 2020 City of Canandaigua Comprehensive Plan.

The project will include 3 points of access to the existing street system: North Road, Kennedy Road, and Stewart Place. The development will connect to the public water and sewer system, provide sidewalks along 1 side of each proposed road, and full cut off street lighting. Application materials indicate the project scale does not reach the 190-townhouse style unit project size that would meet the commonly accepted 100 peak hour trip threshold used to require a formal traffic analysis.

The proposed project will disturb 22 of the 27 site acres and create 8.4 acres of impervious surface. The EAF indicates the site soils are poorly drained with slope of 0 to 10 % and that there are no wetlands on the project site; there is a wetland to the south. The EAF also indicates the property is in Ontario County Agricultural District #1. Existing drainage sheet flows to a swale in the center of the property. This basic flow pattern will be maintained with the addition of 1.1 acres of bioretention /stormwater management facility to control water quality and quantity impacts of development.

A SWPPP will be prepared as part of the subdivision and site plan review process. The applicant has deferred analysis and design of water, sewer, and electric connections to the subdivision/site plan review process.

Relevant February 2021 Comments

1. The intent statement and objectives of the Planned Unit Development article of the city of Canandaigua zoning code indicate the flexible standards are intended so that neighborhoods can incorporate of variety of residential types and tenure and encourage innovation to meet the demand for housing at all economic levels. All the units proposed in this PUD are single family homes on similar sized lots.
2. Any City Council authorizing resolution should include a timeframe for starting and completing the project as proposed and a provision that the property will revert to the current R-1-B zoning if not undertaken.

September 2023 Comments

1. Are all lands outside the building foot print owned by the HOA?
2. What is estimated acres of recreation space in area west of proposed road C? Are any improvements planned?
3. Will the project incorporate provision for collection of household and common area organic waste?

4. If the property has been receiving an agricultural value exemption, conversion penalties will apply.

September CRC Comments

1. How will adjacent parcel 71.09-3-101 continue to have access to a public street.
2. Is there a sanitary sewer in the 25” easement in the southeast corner of the lot? If not, should sewer connection between site and Tamarack Drive be moved to eliminate long driveway?
3. It appears unit owners own only the building footprint. Can owners add deck or patio, shed, fire pit, play equipment or other accessory uses to serve their needs?
4. Is cul-de-sac sized for school bus and larger emergency vehicles?

OCPB Comments

1. There already seem to be flooding / stormwater runoff issues in this area. Will the stormwater mitigation be sufficient for the amount of construction proposed?
2. It is commended by the Board that this project is trying to meet the goals of the City of Canandaigua Comprehensive Plan in regards to creating more diverse and affordable housing.

Board Motion: To retain referral 171-2023 as class 2 and return it to the local board with recommendation for approval. **Motion made by:** AJ Magnan **Seconded by:** Roslyn Grammar

Vote: 13 in favor, 0 opposed, 0 abstentions **Motion carried.**

172 -2023 Town of Canandaigua Zoning Board of Appeals Class: 1
 Type: *Area Variance*

Related Referrals: 173-2023

Applicant: *Charles Smith, Design Works Architecture*

Property Owner: *Kathy Hoff*

Tax Map Parcel #: 98.15-1-15.110

Brief Description: *Site Plan and Area Variance(s) for primary building front setback, accessory building front setback, and building coverage for an addition to an existing home and new detached-garage at 3444 Poplar Beach Rd. in the Town of Canandaigua.*

<https://ontariocountyny.gov/DocumentCenter/View/39791/172-2023-and-173-Aerial-Hoff-Addition>

<https://ontariocountyny.gov/DocumentCenter/View/39797/172-2023-and-173-Site-Plan-Hoff-Addition>

Prior Planning Board approval (2017) expired and a new application must be made. The project description is to add a second-floor addition to the attached garage, to add a 51 SF front-porch addition, and a detached garage on the portion of the (same) parcel across the road. Proposed construction will increase the existing non-conformity of the front setback of the existing frame house. A 55’ front setback is required. Existing frame house is 42’1” from the front setback while the proposed addition will be 40’7.5” from front setback (requiring 14’4.5’, front setback variance). The proposed garage will be 14’8.75” from front (road) setback and will require a 45’3.25” front setback variance as well. Proposed building coverage of 20.3% when a no more than 20% is allowed (requires a 0.3% building coverage area variance). Proposed lot coverage of 29.9% meets zoning requirements.