

**MINUTES OF THE
PLANNED UNIT DEVELOPMENT COMMITTEE,
PLANNING COMMITTEE & FINANCE COMMITTEE
TUESDAY, MARCH 21, 2023, 6:00 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
Ellen Polimeni
Steve Uebbing
Dan Unrath

Others Members Present: Sim Covington, Jr.
Erich Dittmar
Renee Sutton
Karen White
Mayor Palumbo

City Staff Present: John Goodwin, City Manager
David Hou, Corporation Counsel
Rick Brown, Planning Director
Nancy Abdallah, City Treasurer

Chair Lyon opened the meeting and welcomed members present. He reviewed the agenda items. He reviewed the Planned Unit Development (PUD) Request – North Classics Subdivision. In 2005, approval was granted to subdivide 18 acres for 66 homes. These would have been configured on 55-foot-wide lots as “attached single family homes” (similar to what exists on Stewart Place). This project never began and the land was ultimately sold to another developer, Chris Iversen. In 2021, Chrisantha, Inc. submitted an application to maintain a similar density of 72 units on 30 acres, but use detached homes instead of attached and with a dedicated City Park. Mr. Iversen withdrew this proposal after an initial City Council review. Recently, Chrisantha, Inc. has submitted a new proposal in this northeast quadrant of the City between Stewart Place, Kennedy Street and North Road. The new proposed development is 132 for sale attached homes. A preliminary site plan is being reviewed. He introduced Chris Iverson, who presented on the plans, this is an informal presentation. This is the start of PUD process; we are asking for consideration will be granted and if you are willing to go forward. He is a strong believer in home ownership. They have tried in the past to make this property developable. So, we have been told that we were better off proposing apartments, but we feel proposing a for sale project is best for this property. Part of the issues outside of the high construction costs is the stormwater path that cuts through the property. That has to be maintained and traffic has to be re-rerouted, but not withstanding this is an important area for development. It ties in well with the current infrastructure. Alex, from Costa Engineers spoke on the design. He reviewed the layout of the design. Mr. Iverson said that

this would be a dedication project, so there would be no homeowner's association with the project. Councilmember Polimeni asked about the roadway, speaking for people who live in Ward 1, large trucks will be an issue and asked about the roadway from North Street if it would be connected. Mr. Iverson that they have not worked out a phasing plan but most of the construction traffic could be moved to the North. These Townhouses will be lower in cost so that renters have an opportunity to buy in this area. City Manager Goodwin asked if they would be going for any grants for the project. Mr. Iverson said that there is an opportunity to apply for CBDG Grant for infrastructure to help, that should it be awarded, will help reduce the cost of the Townhomes. He is also looking into a program by the Governor's Office for first time home buyers. Councilmember Polimeni asked about the retention ponds. City Manager said we would take on the maintenance of the ponds as well as the stormwater system. Mr. Iverson said that the engineering isn't prepared yet and the drawing they are reviewing may change. Open space park area would not be included in this design. With this project they are targeting first time homeowners and having a garage facing units, help keep costs low. Councilmember Unrath asked, since there isn't a home owners association and there are shared walls, how would that work? Mr. Iverson said that they would add party walls. They would have party walls and defined lot that the homeowner would have to maintain. City Manager said that the Governor's Office has a proposal for each municipality to add so many affordable housing units. This development, should it move forward, would meet the required need, although it may not move forward. Councilmember Unrath said this area seems to fit in well with the area. City Manager clarified the next step, Mayor Mr. Iverson is seeking to put in a PUD application after taking a straw poll tonight to move forward. Mayor Palumbo said asked if the planning/zoning is hitting the mark. Rick Brown, Planning Director, had audio issues and was unable to comment. Councilmember Uebbing said that he would like to move forward. Councilmember White asked to clarify the cost of the homes and if there are any other benefits provided. Mr. Iverson said that he isn't able to speak to price, housing material costs have jumped, so it difficult to peg a price. They are hoping to get a CBDG grant to help lower the construction costs to help affordability for those on the lower end of the scale that are looking for a house. **Melanie F**, Chapel Street asked if this is connection on Chapel Street. The development is not going as far as Chapel St, as Mr. Goodwin explained. She also asked if there would be trees and Mr. Iverson said that there would be a landscaping plan. Chair Lyon asked for straw vote to move this forward. Councilmembers present voted yes and Chair Lyon thanked him for his time.

Chair Lyon moved up the Draft Signage and Wayfinding Plan and Parking Study discussion ahead of the community choice discussion. He reviewed the details, both the City and the Town of Canandaigua recently completed active transportation planning initiatives, during which it was identified that the municipalities should consider area-wide signage and wayfinding to assist residents and visitors navigate Canandaigua and support economic development opportunities. The Canandaigua LDC commissioned Bergmann to provide a signage and wayfinding plan for Uptown (Town of Canandaigua), Downtown (City) and the Lakefront (City), Ted Liddell, from Bergmann Associations, presented both reports, Signage and Wayfinding Plan as well as the Parking Study. During the completion of the Waterfront Active Transportation Plan, the need for a parking analysis of on-street and publicly owned off-street parking facilities for Downtown and the Lakefront was identified to better understand the existing parking supply and demand, identify gaps within the public parking system and make recommendations for future considerations. Mr. Liddell reviewed both plans with Councilmember present. Questions from Councilmember Polimeni asked about parking on Muar Street. Mr. Liddell said that it is covered in the plan and

is underutilized. The Lakefront parking lot were underutilized as well, near the Hotel Canandaigua. It is a matter of informing the public that those lots are available. Chair Lyon said that there is a lot of great information and thanked him for his time. City Manager Goodwin noted that a long-term parking committee has been formed to help with those apartment dwellers in the downtown area, reviewing the regulations.

Stef Allison, a local artist and Courtney Austin, teacher at Canandaigua Academy presented on a mural project at Jefferson Park. They presented their plans to Councilmembers present. Councilmember Polimeni thanked them for their presentation. She has gone to the skate park and met people there from outside the area. Councilmember Uebbing said that he is really impressed with the planning and is very happy with the design. City Manager Goodwin said that the funding for the mural, is coming from creating a mural rec program that will help pay for the cost of the painting, the time of the artists and as of right now only a couple of open spots left for kids to sign up to help. Last year, less than a handful of students attending the camp there and now with the new offering more than 100 students have signed up to be a part of the mural painting. They will be working with kids, mostly elementary students, creating these murals throughout the park. Councilmember Covington appreciated the silhouettes drawings and creates a conversation about diversity in a non-treating way. Ms. Austin said that they are looking to do a reveal at the end of the camp. Councilmember Polimeni motioned to approve the mural design, seconded by Councilmember Unrath, unanimously approved and carried onto full council. Chair Lyon thanked them for their time and designs. City Manager Goodwin noted there are other parks that may be use for following summer too.

Mr. Goodwin noted that Shannon was not able to attend to discuss the Community Choice Aggregation program. However, Mr. Goodwin asked Council if this is something they would like to continue with the program. There is an open meeting scheduled at Wood Library for later this week. Chair Lyon said she believes this is something the community needs. Councilmember Polimeni motioned to approve the program to move onto full council, seconded by Councilmember Unrath. Unanimously passed and carried.

Chair Lyon moved onto the License Agreement – Management for The Central on Main. Pierre Heroux, owner of Simply Crêpes, was unable to attend tonight's meeting. Mr. Goodwin said that Mr. Heroux has asked to manage The Central on Main and proposed a license agreement. The proposal includes Simply Crêpes being responsible for marketing, managing the guest experience, contracting with bands, managing the bar including alcoholic beverages, trash removal and providing insurance coverage and security. This management would be for Friday and Saturday evenings (5 PM – 10 PM) from May 15th to September 9th. Patrons would pay a \$5-\$10 cover charge which would include a drink and pay for the bands with the idea of being able to attract larger draw local bands. The license agreement would have Simply Crêpes pay the BID and the City 5% of total event revenues collected and coordinate/invite other area participating restaurants to do the same. The BID has recommended some changes to the proposal for only Saturday nights, not Friday nights. The BID Board had great interest in trying this for a year, according to Denise Chaapple, who spoke on behalf of the BID. Sunday – Friday would be under the BID, with Saturday going to the Simply Crepes. Discussions are ongoing. They do want to move the time to 10 pm, which needs further discussion, but the BID Board approved a one-year contract with Simply Crepes. Mr. Goodwin said that Linden Street in Geneva was a model for

this and in order to do with we would have a license agreement with him. What we proposed was that 2500 for the use of the space. Councilmember Uebbing asked is the 2500 the gross revenue and yes, that's what Mr. Goodwin said. Wally's wanted to do something similar a few years ago, would we shut down the street to do the same. Mr. Goodwin said that it would be considered. Councilmember Uebbing asked is this fair and reasonable, giving them single use to this facility. Mr. Hou said that the primary use is with the public for the majority of the time. Mr. Goodwin said that it was not an extension of simple crepes and we don't want this to be all the restaurants to participate if they so choose. Mr. Hou said that at least five other restaurants have to be included as part of the agreements. Councilmember Uebbing questions on the facilities available should bigger events be involved. The BID would be responsible for providing facilities, Mr. Goodwin noted. Ms. Chaaple said this is a shared concern with the BID Board and that's why they are proposing only one night, it is revocable license that should something go wrong, and we all thought it would be worth a shot. The goal is to bring people downtown and this may bring more people here. The restaurant staff will not be working these events. Mr. Heroux will be providing separate staff. Discussions on the arrangements and projected revenue were not available from Mr. Heroux. The cover charge is not apart of the revenue to the City and the cover charge will be part of the fees that pay the acts that come here. Councilmember Sutton thinks the City should approve the bands that he is choosing. With respect to the other restaurants participating if Mr. Heroux has the contract, Ms. Chaaple said that she hopes they will still participate and potentially give donations for their names to be on the tables and promote the Central. Councilmember Sutton worries that this is making the Central and extension of one business and doesn't seem that there is a lot coming off the plate of the BID. Ms. Chaaple does see potential on seeing this through for one year and believes that our downtown can handle this for one night a week. Chair Lyon said that there may needs to be more discussion before a vote of any kind can take place. Ms. Chaaple said that he is eager to move forward and is aware of the change to Saturday nights only. The biggest concern is stopping at 9 pm, when he would prefer to stop at 10 pm. Councilmember Polimeni said that may of Council questions are questions were discussed in great detail at the BID Board meeting. Ms. Chaaple spends the majority of her time there and it would give us a view on whether or not it could be run in a different manor. Councilmember Polimeni motioned to move this to full council and address the security, bands questions. Mr. Goodwin said that the license has a catchall that should CPD or the City have concerns, we will be able to work with him on, should Council be comfortable. Councilmember Unrath seconded the motion, and the motion failed on the vote. Mr. Goodwin asked Councilmember Unrath or from any Councilmember to email him those and he can work with Ms. Chaaple and Mr. Heroux on the answer.

Chair Lyon closed the meeting.

Finance Committee:

Steve Uebbing, Chair
Ellen Polimeni
Thomas Lyon
Dan Unrath

Others Members Present: Sim Covington, Jr.
 Erich Dittmar
 Renee Sutton
 Karen White
 Mayor Palumbo

City Staff Present: John Goodwin, City Manager
 David Hou, Corporation Counsel
 Nancy Abdallah, City Treasurer
 James Sprague, Director of Public Works

Chair Uebbing opened the meeting and welcomed members present. He moved into the first agenda item, Engineering Contracts. He explained that there are various capital projects that require engineering work. The three projects will be decided on tonight and each have a separate engineering design contract. He reviewed the first contract for, Engineering/Design for Installation of back-up generators

Back-up generators and associated equipment was ordered for several facilities (Fire Station #1, Hurley Building, Water Treatment Plant, Lakeshore Drive Sanitary Pump Station and Yacht Club Cove Sanitary Pump Station. The delivery of these generators is expected in late third quarter or fourth quarter this year. An RFP for the engineering design services for the installation of the back-up generators was issued on January 27th with seven (7) firms responding, the lowest being M/E Engineering, for \$48,000, plus \$10,000 for project administration. M/E Engineering has successfully completed several projects for the City in the past. Chair Uebbing said called for a motion. Councilmember Lyon motioned to approve M/E Engineering's Bid, seconded by Councilmember Polimeni, unanimously passed onto full Council. Chair Uebbing reviewed the second contract, Engineering/Design Improvements to former Transfer Station on County Rd 46 & Saltonstall Street Bridge over the Canandaigua Feeder Canal. The entrance to the former Transfer Station site, currently where all yard waste is stored, is in need of improvements. The culvert and the driveway are in need of replacement and safety and security improvements are necessary. Due to the proximity, this project was combined with engineering/design for improvements and repairs to the bridge on Saltonstall Street over the Feeder Canal. The bridge related work involves a bridge inspection and engineering/design for maintenance and repair of the bridge. An RFP was issued on January 27th with four (4) firms responding with the lowest being Lu Engineers for \$28,000, plus \$3,600 for project administration. Councilmember Lyon motioned to move to approve Lu Engineering this to full council, seconded by Councilmember Polimeni. Unanimously passed and carried. Final contract to review, Lakeshore Drive Bridge over Canandaigua Outlet. An RFP was issued on January 27th for engineering/design to rehabilitate the Lakeshore Drive bridge over the Canandaigua Outlet. This involves a bridge inspection and engineering/design for removal of the sidewalk as well as necessary maintenance and repairs. Six (6) firms responded and the lowest cost proposal being from Hunt Engineering, for \$28,750. Hunt Engineering has successfully designed several projects for the City including the reconstruction of the stretch of Bristol Street from Sucker Brook west to South Pearl which included the rehabilitation of the bridge over Sucker Brook. City Staff recommends awarding this contract to Hunt Engineers. Councilmember Polimeni motioned to approve and move to full Council and Councilmember Lyon second. Prior to the vote, Chair Uebbing discussed the safety of the sidewalk on the bridge and City Manager said this was something they had been reviewing making

changes for some time. Councilmember Polimeni was glad to see they are improving the area as this was needed. Chair Uebbing asked about restricted large trucks on the bridge. City Manager said if this is something Council will like to add. Jim Sprague said that they will do a full review of the bridge and make recommendations. Unanimously passed and carried to full council.

Chair Uebbing moved onto Decommission of Barn at Water Treatment Plant. In order to prepare for the installation of a new back-up generator at the Water Treatment Plant, an existing barn utilized for storage, needs to be removed as there is not sufficient space currently. City Staff recommends declaring the barn surplus and requesting proposals to deconstruct or dismantle the barn. City Manager old green barn circa 1900s will be in the way of the new generator. 16x20, two stores. Councilmember Polimeni motion to approve taking down the barn, seconded by Councilmember Lyon. Unanimously passed and carried.

Chair Uebbing introduced, City Treasurer, Nancy Abdallah. She reviewed the 2022 Preliminary Financials. She said that the auditors are wrapping up their work shortly. She reviewed the various funds with Councilmembers present. They reviewed the General Fund, Water Fund and noted that changes may need to be made to the Technology Fund. City Manager Goodwin noted the issues around the cell tower that the City owns. The previous contract holder, Crown Castle is contesting the ownership, which is stalling the T-Mobile agreement moving forward. Corporation Counsel, David Hou, said that he is working on the issue and is hoping to have it be resolved. More details will follow. Review of the sewer fund, water fund and capital projects were discussed with Councilmembers. City Manager will distribute Mrs. Abdallah's report for their review. Chair Uebbing thanked Mrs. Abdallah for her hard work putting everything together.

Councilmember Polimeni motioned to adjourn the meeting, seconded by Councilmember Unrath. Unanimously passed and carried. Meeting adjourned.

Next Meeting: April 4, 2023