

**CITIZENS' IMPLEMENTATION COMMITTEE**

**July 6, 2022, at 9AM**

Rev. 7/17/2022

**MEETING REPORT**

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**Meeting Called by:** Shawna Bonshak, Chair

**Committee Members:** Doug Finch                      Chuck Oyler (R)                      Patti Venezia (R)  
Tom Schwartz                      Sal Pietropaolo                      Karen Parkhurst

**Secretary:** Kimberly Burkard

**Guests:** Adeline Rudolph      John Casey                      Terry Fennelly

R=Remote

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**CALL TO ORDER**

- Mr. Finch opened the meeting at 9:00AM.

**NEW BUSINESS**

- **Ordinance Committee Reporting**
  - Mr. Finch introduced the topics and attendees. He also noted action items from the Comprehensive Plan as they relate to the Ordinance Committee as well as the five strategic goals for 2022.
  - Mr. Casey gave report:
    - Most recent Ordinance topics relate to the five strategic goals including: Scenic Viewshed Overlay, Subdivision, and Agriculture Overlay. Future topics also relate to these five topics as well.
  - Ms. Parkhurst asked if the 2022 strategic goals are discontinued December 31<sup>st</sup>.
  - Mr. Casey expressed a desire to revise the strategic goals. He noted infrastructure as a key topic to focus on.
  - Ms. Parkhurst said she would like more community participation in goal setting. Mr. Casey said he would like to see a smaller group narrow down the topics gathered from the community. Mr. Finch said that the 2021 Onanda strategic goals meeting was the smaller group and that a larger group developed the goals over a two-year period including public outreach and engagement plan. There was broad public engagement and meetings lead by Eric Cooper to create the goals in the plan. The Onanda meeting was to set priorities. Town Board adopts a resolution in Nov/Dec each year to choose the top five goals—the five goals are chosen differently each year.
  - Ms. Rudolph noted that some goals overlap and a final review of the goals might have been necessary at the Onanda meeting.

- Ms. Parkhurst said she believed these were important goals but they can only be done piecemeal. She said the goals should be kept over 3-5 years and there should be an activity to develop a “roadmap” on how to accomplish them—focusing on individual parts.
- Mr. Finch said these five goals are set to draw a focus to them but that focus should not keep attention and work from being spent on the other goals.
- Mr. Finch said that the Comp Plan was started in 2019 and was updated in 2020 to be adopted in 2021. He noted that was included in the plan that the pandemic may have changed some items and the plan may need to be reviewed/changed. Example: office space needed in Uptown has changed in the post-pandemic world.
- Discussion about post-pandemic changes.
- Mr. Finch refocused the group back on the five strategic goals. He suggested that the Affordable Housing Team members share with the Ordinance Committee their ideas on the minimum house size (1300 sq ft.). Mr. Schwartz added accessory dwelling units to the discussion.
- Affordable Housing: Mr. Finch noted that Ontario County is looking at infrastructure. He also shared an experience with thirty families living in “squalor” and unsafe living conditions. There is a need to affordable housing. He also noted motels converted to year-round living and student housing converted to year-round living in the area around FLCC. He questioned needing something zoning-wise to regulate it.
- Ms. Parkhurst noted that the Ontario County inventory project will help to identify areas that need to be watched/regulated.
- Discussion about substandard and subsidized housing.
- Mr. Finch asked the Ordinance Committee: should the town allow commercial entities to be converted to year-round living? Ex: motel has the basic necessities but is it really set up for year-round living (longer than 30 days)? Mr. Finch noted zoning could stop such things from occurring. Should the municipality enforce: if you are going to convert the building to housing, minimum standards must be met. Mr. Finch noted that these were approved as commercial entities but now they are receiving subsidies and have long-term staying.
- Ms. Parkhurst said that subsidized housing needs to operate under a management organization. They provide the structure for these operations.
- Mr. Finch noted the action steps in the Comprehensive Plan: [http://www.townofcanandaigua.org/documents/files/Comprehensive\\_Plan\\_2021-With-Appendicies\\_towncdga\\_2021-08-16-Adopted-reducedsize\(1\).pdf](http://www.townofcanandaigua.org/documents/files/Comprehensive_Plan_2021-With-Appendicies_towncdga_2021-08-16-Adopted-reducedsize(1).pdf)
- Page 109: Review Town Code to identify regulations that may adversely impact natural resources. (Ordinance secondary). Mr. Finch noted that this will be an on-going goal.
- Page 109: Explore local ordinances to protect wetlands and other sensitive resources. (Ordinance Primary) Mr. Finch suggested that the Ordinance Committee speak with Kevin Olvaney for suggestions/recommendations.
- Page 111: Complete Phase II of Reconnaissance-Level Survey and implement recommendations. (Finance Secondary) Mr. Finch said that this is in process and moving forward with the History Team as the primary.
- Page 111: Pursue grants and funding for historic preservation. (Finance Secondary) In process and on-going with the History Team as the primary.
- Page 111: Explore establishment of a special district to enhance the historic character of the Hamlet of Cheshire. (Finance secondary) Mr. Finch asked if this was something the town still wanted? He noted a meeting where Cheshire residents said they liked the hamlet the way it was. Ms. Parkhurst said to change it

to “support the historic character.” Mr. Finch recommended going through all the action items for these types of changes. Mr. Casey suggested using boards and committees for a strategic session. Ms. Rudolph suggested using concept mapping.

- Page 113: Increase access to waterfront through purchase, zoning or some other means. (Finance Secondary) Mr. Finch noted that this was a top choice from a concept mapping exercise (300 chose this) but other very vocal people said to ignore that with regards to Tichenor Point.
- Page 113: Explore the creation of a Parks and Recreation Coordinator position so that park programming has staff dedicated to its success. (Finance Secondary) Mr. Finch said that this is underway.
- Page 114: Put prime importance on accessibility for all ages and abilities. (Finance Secondary) Motion Junction and paving for ADA accessibility of Out House Park trails.
- Page 114: As part of annual budget process, review park improvements to be consistent with Parks and Recreation Master Plan. (Finance Secondary)
- Page 116: Review and revise existing NC, CC, LI, IND, and MR zoning districts to allow for more accessible and more affordable development by reducing setback and minimum lot size requirements. (Ordinance Primary)
- Page 117: Consider revision or elimination of the RB-1 Zoning district. (Ordinance Secondary)
- Page 117: Accomplish the purpose of the NC Zoning district by better distributing the district throughout the Town and in proportion to the population. (Ordinance Secondary)
- Page 117: Ensure local regulations do not unduly restrict home-based businesses. (Ordinance Primary)
- Page 117: Identify the appropriate locations and regulations to allow commercial uses on certain portions of Canandaigua Lake shoreline, but ensure that such uses provide reasonable accessibility to the public. (Ordinance Secondary) May relate to incentive zoning.
- Ms. Rudolph noted the lack of Economic Development Committee meetings. Mr. Finch is waiting for clarification as the chair may have resigned. If so, the Town Board will need to appoint a new chair. Ms. Rudolph said the LDC has been doing some items.
- Page 120: Review the efficacy of existing dimensional standards of zoning districts. (Ordinance Secondary)
- Page 120: Encourage the development of elder-friendly residences and neighborhoods close to groceries, health care, and other necessary services. (Ordinance Secondary) Mr. Finch noted a Middle Cheshire Rd study in developing the area around the hospital as a walkable area in a healthcare dominated area and possible specific zoning for it. Quail Summit interested in something like that.
- Page 124: Revise Town Code to allow dense residential, commercial, and workplace uses nearby existing RTS stops. (Ordinance Primary) RTS (Rochester Regional Transit System) stops at 332 and Tops. Hub is at the West Street Plaza. Four routes that stop there. It is possible to use RTS to get to new YMCA, Eastview Mall, Geneva, and lakefront. Bonnie McGuire responsible for RTS for this area. RTS are open to expansion of services if demand is there. Mr. Finch said that there is an opportunity to be requiring bus shelters to be constructed in dense locations. Form Base Code lists how they should be but does not require them.

- Mr. Finch said that the town has helped to facilitate getting Pactiv, RTS, and Creekview working together to create a shuttle running here. Pactiv also teamed up with RTS to get a shuttle run to Rochester.
- Mr. Finch said that RTS has very established routes that run at specific times but are very accommodating.
- Ms. Parkhurst said there is a potential for an expanded service in the Uptown area, YMCA, Motion Junction, Happiness, etc. Mr. Schwartz said if there is a need it will work.
- Mr. Finch said that the CIC was created because the Comp Plan was not getting worked on. The CIC recommended changing all the goals so they were implementable—1.5 year effort. Mr. Finch asked if that level of effort needed? Mr. Schwartz said that the current comp plan has enough to work on already and justification for working on most anything. Ms. Rudolph noted that the repetition is because it is arranged by committees.
- Ms. Parkhurst said that the Comp Plan was to be a 10-year plan. Ms. Rudolph said some items have never been worked on. Mr. Fennelly said that all the suggestions collected were included.
- Mr. Finch asked if there is still a need for CIC? The CIC was created to focus on the Comp Plan. He said it feels like it has lost some of its energy.
- Mr. Casey said it seems like reviews rather than action happens.
- Mr. Schwartz said the CIC was more of a watchdog group in the beginning and perhaps it has run its course.
- Mr. Pietropaolo said maybe the approach needs to change but there is a need still needed.
- Mr. Finch said the CIC is to provide the continuous dialogue to make sure the comp plan is being addressed and only the Planning Board has any comp plan responsibility outside of the CIC but they are busy with other things.
- Ms. Parkhurst said that she felt the committee was still needed to support the Town Board and Planning Board. She said the CIC needs “new blood” and new viewpoints. She thinks that the committee can accomplish things that cannot be accomplished without it.
- Mr. Finch said the committee is small and missing representation of parts of the community. He noted that meeting twice a month at 9am won’t help get others involved. He said that maybe the CIC needs to reach out to the community for questions, polls, etc. Ms. Rudolph said that hearing views from a large part of the community is a problem for the town board.
- Discussion about difficulties in getting feedback from the public.
- Discussion about CIC membership and lack of quorum for the meeting. “Life support” needed for the CIC. The name is confusing as far as its purpose and perhaps doesn’t help attract members.
- Mr. Fennelly said the work is continuing outside of the CIC. Ms. Rudolph said that looking when she has to report to the CIC (for the ECB) has made her review items in the action list.

## **ADJOURNMENT AND NEXT MEETING**

**Adjournment @ 10:33 AM**

**Next Meeting, July 19, 2022, 9AM**