

Town of Canandaigua

5440 Routes 5 & 20 West
Canandaigua, New York 14424

DRAINAGE ADVISORY COMMITTEE

Established October 16, 2017

TUESDAY, JANUARY 14, 2020 • 11:00 A.M.

MINUTES—APPROVED

Meeting Called by: Charles Oyler, *Chairperson*

Committee Members Present: Richard Krebs
Kathy Page

Town Representatives:

Terry Fennelly, Canandaigua Town Board Member
Jim Fletcher, Canandaigua Highway Superintendent
Kaitlynn McCumiskey, Canandaigua Highway Department
Kevin Olvany, Canandaigua Lake Watershed Council

**Town Board Appointments to the Drainage Advisory Committee:
(Town Board Resolution #2020-013):**

At the Organizational Meeting on January 6, 2020, the Canandaigua Town Board reappointed RICHARD KREBS, CHARLES OYLER and KATHY PAGE to serve on the Drainage Advisory Committee for one-year terms to expire on December 31, 2020.

CHARLES OYLER was appointed Chairperson of the Drainage Advisory Committee.

Mr. Krebs, Mr. Oyler and Ms. Page took their places upon the Committee.

1. CALL TO ORDER BY THE CHAIR

Mr. Oyler called the meeting to order at 11:00 a.m.

2. APPROVAL OF MINUTES OF DECEMBER 10, 2019

The minutes of the December 10, 2019, meeting were approved. The minutes will be posted upon the Drainage Advisory Committee web page and will be distributed to the Town Board members and Town staff via e-mail.

3. LAURA LANE WATER DISTRIBUTION PROJECT

Mr. Fletcher: Said that the location of the water main will be surveyed and that tree trimming will begin in the spring (March–April). He said that residents have been notified of the project, that 16-inch pipe and valves will be ordered, and that the project will begin in May or June based upon receipt of the 16-inch materials which require a longer lead time than smaller-diameter materials.

4. FINGER LAKES COMMUNITY COLLEGE STORMWATER MANAGEMENT PROJECT UPDATE

The project will integrate the drainage flow from the adjacent 17-acre drainage area—which now bypasses the Finger Lakes Community College (FLCC) canoe pond—and will direct the flow into the pond to provide for one overall engineering design. The project is funded through a New York State Department of Environmental Conservation grant obtained through the Canandaigua Lake Watershed Council.

Mr. Olvany: Said that the draft plan has been prepared by the engineering firm of GEI Consultants Inc., P.C., of Ithaca, N.Y., and that revisions to the plan are now in progress. He said that the preliminary jurisdictional determination has been received from the U.S. Army Corps of Engineers and that the New York State Historic Preservation Office (SHPO) has signed off on the project and has determined that no endangered species will be impacted. Mr. Olvany said that the application for the permit will be submitted to the U.S. Army Corps of Engineers today.

Mr. Olvany: Said that tree trimming, clearing and grubbing would begin when weather permits and the ground is frozen. A portion of the work will be done by staff from several local municipalities, including the Town of Canandaigua. Mr. Olvany said that the Watershed Council will manage the project and provide a budget regarding reimbursement of the costs of these municipal resources.

Mr. Olvany: Said that the project will enhance and expand the existing walking trail system on the FLCC campus. The canoe pond grass berm will serve as a portion of the trail, which will be maintained by FLCC.

Mr. Oyler: Asked about the impact that the proposed construction of the Sands Center for Allied Health on the FLCC campus may have upon the stormwater maintenance facilities and the drainage calculations that have been made for the 17-acre stormwater storage

project. Mr. Olvany discussed the drainage flow from the area of the new construction to the project site. Construction of the Sands Center is scheduled to begin in mid-2021 with a portion opening by fall of that year. The rest of the project will open in stages through the 2021–22 academic year. The new wing will be a renovation and addition at the back of the main campus building.

5. DRAINAGE AREA MAPPING STATUS

Mr. Olvany: Reported that work is ongoing by the Canandaigua Lake Watershed Association on updates to the drainage area map. He said that the mapping will assist the municipalities within the Canandaigua Lake watershed with the identification of existing drainage issues and the impact of future development upon watercourses in the region.

6. ONTARIO COUNTY WATER RESOURCES GRANT

Mr. Olvany: Said that the Canandaigua Lake Watershed Council has received a \$2,000 grant from the Ontario County Water Resources Council for a water quality pilot program. It was the consensus of the Committee at the October 2019 meeting that perhaps this grant could fund the retrofit of an existing small stormwater detention basin on Lake Hill Drive near County Road 16 from old standards to new standards for water quality and quantity measures.

Mr. Olvany: Said that he will inform the Ontario County Water Resources Council that the Town of Canandaigua requests the allocation of this grant for the Lake Hill Drive project. He said that perhaps Town Code Enforcement Officer Chris Jensen could be requested to prepare the retrofit design.

7. NYS CONSOLIDATED FUNDING APPLICATION GRANT

Mr. Olvany: Said that the Watershed Council has received a \$680,000 New York State Consolidated Funding grant through the State Department of Environmental Conservation for the completion of water quality enhancement projects in the watershed communities.

Mr. Oyler: Asked about the eligibility criteria for the selection of projects to be funded. Mr. Olvany said that the projects will be reviewed for their improvement of the existing drainage and for improvement of the lake. He said that maintenance of the project also would be considered in the review of projects and that the Watershed Council or perhaps a steering committee may approve the projects if applications exceed the \$680,000 grant. This is a matching grant. Local municipalities would provide 25 percent of the funding of the projects.

Mr. Olvany: Said that the Watershed Council would prefer to have projects throughout the watershed funded by this grant. He said that several projects in Gorham, N.Y., and Naples, N.Y., have already been identified.

Mr. Oyler: Suggested that the Committee's spreadsheet of existing drainage issues in the Town be reviewed for potential applications of funding through this grant. Mr. Olvany said that the projects to be funded may lend themselves more to the identification of those to slow the velocity of runoff and to use and enhance natural capital (land) to solve existing drainage issues.

8. COUNTY ROAD 16 DRAINAGE ISSUE

Ms. Page: Reported that staff from the Ontario County had been working in the vicinity of 3880 County Road 16 (property of Kenneth and Joanna Dearborn). This site is listed on the Committee's spreadsheet of drainage issues in the Town.

Ms. McCumiskey: Reviewed the County's work record which showed that the County recently performed ditch cleaning and culvert work from 3880 County Road 16 to 3874 County Road 16. It was noted that completion of this project should be confirmed with the County prior to its removal from the Committee's spreadsheet. For now, it will be noted on the spreadsheet that the County is working in this vicinity.

9. TOWN OF CANANDAIGUA COMPREHENSIVE PLAN UPDATE

Mr. Oyler: Distributed hard copies of the draft of the Drainage Advisory Committee section to be submitted for the update to the Town Comprehensive Plan that is now in progress (*see* Appendix 2). He requested that Committee members and Town staff review the draft and advise of their comments and suggested revisions. The first portion of the draft was provided by Town Code Enforcement Officer Chris Jensen and includes an overview of the existing conveyance systems in the Town. Mr. Jensen has compiled this data as part of the State Municipal Separate Storm Sewer (MS4) initiative. The balance of the document was prepared by the chairman who proposed future efforts that the Town—through the Committee—could implement to monitor and resolve drainage issues in the future.

10. OVERVIEW OF EXISTING DRAINAGE DISTRICTS; DISSOLUTION OF SEVERAL DISTRICTS *See Appendix 1*

The Town Board dissolved the following drainage districts at its meeting on November 18, 2019, as recommended by the Drainage Advisory Committee:

1. Amber Meadows/Hammocks Drainage District
2. North Road Drainage District

- 3. Olivieri Subdivision Drainage District (the boundaries of which are shown on the 2007 Drainage District Map prepared by MRB Group)
- 4. Sagamore Hills Drive Drainage District
- 5. Purdy Road Drainage District (the boundaries of which are shown on the 2007 Drainage District Map prepared by MRB Group)
- 6. Miller Subdivision Drainage District (the boundaries of which are shown on the 2007 Drainage District Map prepared by MRB Group)

11. NEXT MEETINGS AND ADJOURNMENT

The next meeting of the Committee will be:

<i>Tuesday, February 11, 2020</i>	<i>11:00 a.m.</i>	<i>Highway Dept. Conference Room</i>
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Subsequent meetings will be:

Tuesday, March 10, 2020	11:00 a.m.	Highway Dept. Conference Room
Tuesday, April 14, 2020	11:00 a.m.	Highway Dept. Conference Room
Tuesday, May 12, 2020	11:00 a.m.	Highway Dept. Conference Room

The meeting was adjourned at 11:45 a.m.

Respectfully submitted,

_____ L.S.
 John M. Robortella

E-mail distribution:

Krebs, Richard
Oyler, Charles
Page, Kathy

cc. to:

Bloom, Tina
Brabant, Lance
Chrisman, Jean
Cooper, Eric
Davis, Gary
Dworaczyk, Linda
Fennelly, Terry
Finch, Doug
Fletcher, Jim
Hotaling, Greg
Jensen, Chris
Marthaller, Joyce
McCumiskey, Kaitlynn
Menikotz, Cathy
Nadler, Christian
Olvany, Kevin
Reynolds, Sarah
Rowlinson, Michelle
Simpson, Jared
Webster, Megan

*Appendix 1:***TOWN OF CANANDAIGUA DRAINAGE DISTRICTS
As of September 2019****1. Ashton Place Drainage District**

- Created January 26, 1987.
- Does not spell out process for expenditures or reason for the creation; however, it does include the parcels to be in the drainage district.
- This drainage district is listed on the 2007 map of drainage districts.

2. Fox Ridge Drainage District (West Lake View Estates)

- Created September 14, 1987.
- Does not spell out process for expenditures or reason for the creation; however, it does include the parcels to be in the drainage district.
- This drainage district is listed on the 2007 map of drainage districts.
- Amended—June 6, 2006 to Fox Ridge Drainage District including phase 5 to include “associated apparatus, appurtenances and incidental improvements and expenses in connection therewith, including necessary maintenance of any existing drainage facilities and improvements.”

3. Lakewood Meadows Drainage District

- Created August 30, 2004.
- Shall encompass all phases of Lakewood Meadows.
- Purpose “construction of a neighborhood regional storm water management facility, associated apparatus, appurtenances and incidental improvements and expenses in connection therewith, including necessary maintenance of any existing drainage facility and improvements.”
- Subject to permissive referendum.
- This drainage district is listed on the 2007 map of drainage districts; however, phase 9/10 St. James Parkway is not shown on the 2007 map.

4. Lakeside Estates Drainage District

- Created April 8, 2002.
- Purpose “construction of a neighborhood regional storm water management facility, associated apparatus, appurtenances and incidental improvements and expenses in connection therewith, including necessary maintenance of any existing drainage facility and improvements.”
- This drainage district is listed on the 2007 map of drainage districts.

5. Landings Drainage District

- Created June 25, 1990.
- No language at all in the creation resolution relating to the purpose or intent.
- Will need further review of the filed petition requesting the district.
- This drainage district is listed on the 2007 map of drainage districts.

6. Old Brookside Drainage District

- Created April 1, 1974 (amended June 10, 2002).
- Purpose “construction of a neighborhood regional storm water management facility within the Old Brookside Development, associated apparatus, appurtenances and incidental improvements and expenses in connection therewith, including necessary maintenance of any existing drainage facility and improvements.”
- This drainage district is listed on the 2007 map of drainage districts.

7. Stablegate Drainage District

- Created August 11, 2003.
- Purpose “construction of a neighborhood regional storm water management facility within the Stablegate Subdivision, associated apparatus, appurtenances and incidental improvements and expense in connection therewith, including necessary maintenance.”
- This drainage district is listed on the 2007 map of drainage districts.

8. Route 332 Consolidated Drainage District

- Created February 22, 1983 (amended January 16, 2007).
- Purpose “construction of a neighborhood regional storm water management facility, associated apparatus, appurtenances and incidental improvements and expense in connection therewith, including necessary maintenance.”
- This drainage district is listed on the 2007 map of drainage districts.

9. Waterford Point Drainage District

- Created June 10, 2002.
- Purpose “construction of a neighborhood regional storm water management facility within the Waterford Point Subdivision, associated apparatus, appurtenances and incidental improvements and expense in connection therewith, including necessary maintenance.”
- This drainage district is listed on the 2007 map of drainage districts.

DRAINAGE DISTRICTS DISSOLVED**1. Amber Meadows/Hammocks Drainage District**

*Recommended for dissolution at the Committee meeting on September 10, 2019
Dissolved by the Town Board on November 18, 2019*

- Created December 16, 2008.
- Has an anticipated maximum charge of \$857.50 per annum (\$0.07 per \$1,000 assessed value or approximately \$24.50 per lot) spelled out in the establishment resolution during the creation.
- Created to maintain storm sewer system and stormwater management area.
- Subject to permissive referendum.
- Does not spell out process for expenditures.
- This drainage district is not listed on the 2007 map of drainage districts.

2. Miller Subdivision Drainage District***Recommended for dissolution at the Committee meeting on August 13, 2019******Dissolved by the Town Board on November 18, 2019***

- Created January 16, 2007.
- This is vacant land currently owned by Morrell Builders.
- Purpose “construction of a neighborhood regional storm water management facility within the Miller Subdivision, associated apparatus, appurtenances and incidental improvements and expense in connection therewith, including necessary maintenance of any existing drainage facilities and improvements.”
- This drainage district is listed on the 2007 map of drainage districts.

3. North Road Drainage District***Recommended for dissolution at the Committee meeting on September 10, 2019******Dissolved by the Town Board on November 18, 2019***

- Created October 18, 1971.
- Location “northwesterly along the centerline of Mohawk Lane, north-easterly along the centerline of North Road, northwesterly at right angles to the centerline of North Road, northeasterly parallel with the centerline of North Road, southeasterly at right angles to course a distance of 535 feet to the city line, and southwesterly along said city line.
- Purpose appears to coincide with the North Road Sewer Improvement Area.
- This drainage district is NOT listed on the 2007 map of drainage districts.

4. Olivieri Subdivision Drainage District***Recommended for dissolution at the Committee meeting on September 10, 2019******Dissolved by the Town Board on November 18, 2019***

- Created May 1, 2007.
- Location at the corner of CR30 and Brace Road.
- Purpose “construction of a neighborhood regional storm water management facility, associated apparatus, appurtenances and incidental improvements and

expenses in connection therewith, including necessary maintenance of any existing drainage facility and improvements.”

- District was created in conjunction with a subdivision that was not constructed; however; the drainage district was never dissolved.
- This drainage district is listed on the 2007 map of drainage districts.

5. Purdy Road Drainage District

Recommended for dissolution at the Committee meeting on September 10, 2019

Dissolved by the Town Board on November 18, 2019

- Town Board authorized Highway Superintendent on September 5, 2006, to create a drainage district in the Purdy Road area; however, no actual resolution or legislation is found to have actually created the district.
- This district is listed on the 2007 map of drainage districts as part of Rt. 332.

6. Sagamore Hills Drainage District

Recommended for dissolution at the Committee meeting on September 10, 2019

Dissolved by the Town Board on November 18, 2019

- Created August 10, 1987.
- Location “unknown.”
- Purpose “based on a letter from MRB July 27, 1987—no additional info in the resolution.”
- This drainage district is NOT listed on the 2007 map of drainage districts.

Appendix 2:

DRAINAGE ADVISORY COMMITTEE INVOLVEMENT IN THE UPDATE OF THE CANANDAIGUA COMPREHENSIVE PLAN

Town of Canandaigua Comprehensive Plan Update Drainage Advisory Committee

Purpose

The purpose of this Storm Drainage Summary is to provide the Town of Canandaigua with a document that provides basic information of the existing municipal storm drainage system.

- Compiles basic information relevant to the storm drainage system.
- Describes the basic functional parameters of the system.
- Describes and graphically illustrates recommended improvements.
- Provides a physical tool for informing individual citizens and other interested parties of the existing system and proposed improvements.

Background

The Town of Canandaigua's population and density placed it under evaluation as an operator of a small MS4 by the New York State Department of Environmental Conservation. The Town of Canandaigua is a regulated traditional land use small MS4 located within an urbanized area as of the year 2010 Census. In March of 2013 the Town filed a Notice of Intent to operate and regulate under the guidelines of the State Pollutant Discharge Elimination Systems General Permit. From the years of 2013 to 2016, the Town documented and adopted all requirements of the permit and in March of 2017 fully implemented a Storm Water Management Program.

Existing Conveyance System Overview

The Town maintains a stormwater system which conveys flow from developed and undeveloped properties as well as runoff from agricultural and forest land. The system consists of a wide range of facilities, including natural channels, underground storm drain piping, roadside ditches, culverts, and constructed open channels.

There are only a few roadways with roadside culverts and stormwater inlets that are not directed through stormwater management facilities before entering the Town's waterways.

- Butler Road
- Wyffles Road

- Laura Lane
- Silvernail Drive and Timberline Drive

The remainder of the Stormwater Infrastructure exists within planned residential subdivisions and commercial developments. These developments direct their stormwater to various management facilities (ponds and other systems).

Stormwater Management Facilities

= number of facilities documented

Items with a “T” are maintained by the Town

Admar (T)
 Aegis Solar
 Ashton Place (T)
 Canandaigua, Town of (3) (T)
 Candlewood Townhouse
 Centerpointe Apartments
 Centerpointe Townhomes (3)
 Creekview Apartments
 Deuel Road (T)
 Ferris Hills (2)
 FLCC (2)
 Fox Ridge (5) (T)
 GMC
 Goodman
 Hammocks
 Happiness House (3)
 Hillcrest (T)
 Holiday Inn
 Honda
 Hyundai
 Lakeside Estates (3) (T) (1)
 Lakewood Meadows (9) (T)
 Lalit
 Nissan
 North Road
 Old Brookside (2) (T)
 Pactiv (3)
 Stablegate (2) (T)
 Stella’s
 Sucker Brook (T)
 Tops
 Town Campus (T)
 Toyota
 Trolley (2)

VA Housing (2)
Villas (3)
Widewaters
Zion

The Town of Canandaigua natural drainage carries water to three watersheds: Canandaigua Lake, the Canandaigua Lake Outlet, and Hathaway Brook. A large majority of the Town is in the Canandaigua Lake watershed meaning that human activity throughout much of the Town will have a potential impact on the health of our Lake and quality of the drinking water.

The Town maintains a storm water system which conveys flow from developed and undeveloped properties as well as runoff from agricultural and forest land. The system consists of a wide range of facilities, including natural channels, underground storm drain piping, roadside ditches, culverts, and constructed open channels.

There are only a few roadways with roadside culverts and stormwater inlets that are not directed through stormwater management facilities before entering the Town's waterways. They are mostly older developments within the Town such as Butler Road, Wyffels Road, Laura Lane, Silvernail/Timberline Drive and Saddleback. The remainder of the Stormwater Infrastructure exists within planned residential subdivisions and commercial developments. These developments direct their stormwater to various management facilities.

“The Town of Canandaigua administers nine special drainage districts. These drainage districts, which largely relate to planned residential developments noted previously, were created in order to provide funds for cleanout of the stormwater management facilities. Traditionally these ponds need to be cleaned out every 7–10 years. These drainage districts were never designed to fix newly occurring drainage issues in the Town at large but only for ongoing maintenance. A recent review of these districts . . .

“As a result of the 2010 Census, the Town of Canandaigua's population and density placed it under evaluation as an operator of a small MS4 by the New York State Department of Environmental Conservation. The Town of Canandaigua is a regulated traditional land use small MS4 located within an urbanized area. In March of 2013 the Town filed a Notice of Intent to operate and regulate under the guidelines of the State Pollutant Discharge Elimination Systems General Permit. From the years of 2013 to 2016 the Town documented and adopted all requirements of the permit and in March of 2017 fully implemented a Storm Water Management Program.

“Additionally, in October 2017, The Town of Canandaigua Drainage Advisory Committee was established in order to address drainage issues throughout the Town and to provide a better, more streamlined way for residents to submit concerns and problems relating to water drainage and flooding. Its creation was due in part to an inordinately wet year and brought attention to the need for forward thinking view of stormwater. The Drainage Advisory Committee has created a spreadsheet and identified a number of drainage issues within the Town that may require further review and potential remedy. That list is included as appendix 000.”

The spreadsheet describes the property of concern, the property owner, the drainage concern and any notes pertinent to the issue. This list will remain active and additional properties will be added and investigated as received.

The spreadsheet is the committee's "scorecard" and it has enabled it to locate, describe and track progress made on relieving the reported issues. Moving forward, I see the DAC using the spreadsheet as a resource to prioritize, design and seek public and private funding required to resolve these and any other issues that may develop.

This committee document and the inventory of storm drainage infrastructure found in the adopted Town Storm Water Management Plan can be used as a base for a Drainage Master Plan that would include the inventory and inspection records from the MS4 program maintains of Stormwater Management Facilities, determine which facilities are the responsibility of the Town to maintain, determine a maintenance schedule for those facilities (10 years? 15 years?) when the facilities will need maintenance.. and create a yearly budget that will plan ahead for the maintenance costs.

The components of the MS4 would be a great foundation of the plan and the deliverables of the effort would also include a discussion and hopefully possible solutions to the issues Town staff has to deal with in the course of their duties Also, future needed projects, their priorities, their cost and potential funding methods and sources would be included in the document.

Future Actions

With the existing and expanded database the Town, County and Watershed Association have developed over time, the Town should take this information and use it as a starting point for a Drainage Master Plan that would include existing conditions, which facilities the Town is responsible to maintain, a determination where deficiencies with regard to size, location and condition occur, a design and cost to resolve these deficiencies and a priority list of the order of the projects to be proposed.

Funding for the Plan as well as the design and construction of the resulting projects will have to be determined. Options include using established Drainage Districts, expanding districts, creating new districts. The creation of a Town wide Drainage Authority which collects funds and pays for projects should be considered. Assessment fees related to storm water similar to the Park and Rec fee for new projects have been used in other States and should be looked at in New York.

Since many of the drainage issues occur on or along County or State highways continued communication and contact with the appropriate agencies should occur periodically.