

Town of Canandaigua

5440 Route 5 & 20 • Canandaigua, NY 14424 • (585) 394-1120

PETITION TO AMEND THE OFFICIAL ZONING MAP

1. **Name, Address, and Telephone Number of the Applicant:** _____

2. **Name and Address of Applicant's Attorney (if applicable):** _____

3. **Interest of Applicant in Property:** _____
4. **Name and Address of Property Owner, if different:** _____

5. **Subject Property Address and Tax Map Number:** _____

6. **Current Zoning Classification:** _____
7. **Requested Amended Zoning Classification:** _____
8. **Existing Land Use and/or Buildings:** _____
9. **Proposed Land Use and/or Buildings:** _____

10. **Applicant must attach a plot plan of the site indicating the following:**
 - Existing and proposed property lines
 - Existing and proposed primary and accessory buildings
 - Heights of existing and proposed buildings
 - Existing and proposed front, side, rear, and buffering setbacks
 - Existing and proposed off street parking and means of ingress and egress
 - Land uses of all abutting and adjacent properties
 - Short Environmental Assessment Form (SEQR)
11. **Submit the application fee of \$50 with this application.**
12. **An additional \$250 will be required to be submitted at the time the Town Board decides to consider your petition and adopts a resolution to forward your application to the Town Planning Board and the Ontario County Planning Board for their comments/recommendation.**
13. **See the attached Canandaigua Town Board "Rules of Procedures for Rezoning Process."**

Signature of Owner / Date: _____

IDENTIFICATION OF POTENTIAL CONFLICTS OF INTEREST
(Required by NYS General Municipal Law § 809)

1. ***If the Applicant is an Individual:*** Is the applicant or any of the immediate family members of the applicant (including spouse, brothers, sisters, parents, children, grandchildren, or any of their spouses) related to any officer or employee of the Town of Canandaigua?
YES NO

2. ***If the Applicant is a Corporate Entity:*** Are any of the officers, employees, partners, or directors, or any of their immediate family members (including spouse, brothers, sisters, parents, children, grandchildren, or any of their spouses) of the company on whose behalf this application is being made related to any officer or employee of the Town of Canandaigua?
YES NO

3. ***If the Applicant is a corporate entity:*** Are any of the stockholders or partnership members (holding 5% or more of the outstanding shares), or any of their immediate family members (including spouse, brothers, sisters, parents, children, grandchildren, or any of their spouses) of the company on whose behalf this application is being made related to any officer or employee of the Town of Canandaigua?
YES NO

4. ***If the Applicant has made any agreements contingent upon the outcome of this application:*** If the applicant has made any agreements, express or implied, whereby said applicant may receive any payment or other benefit, whether or not for services rendered, dependent or contingent upon the favorable approval of this application, petition, or request, are any of the parties to said agreement officers or employees of the Town of Canandaigua?
YES NO

If the answer to any of the above questions is YES, please state the name and address of the related officer(s) or employee(s) as well as the nature and extent of such relationship:

_____.

***Property Owner is responsible for any consultant fees
(Town Engineer, Town Attorney, etc.) incurred during the application process.***

Please note that the **Property Owner** is responsible for all consultant fees during the review of this application including legal, engineering, or other outside consultants. Applications submitted to the Town of Canandaigua Planning Board will normally receive chargeback fees of at least five hours to ten hours for planning services including intake, project review, resolution preparation, SEQR, and findings of fact. PLEASE NOTE that the number of hours will be SIGNIFICANTLY INCREASED due to incomplete applications, plans lacking detail, or repeated continuations. Subdivision applications and larger commercial or industrial projects traditionally require more hours of engineering, legal, and other consultant review and preparation and will incur higher costs. Applications for new construction may be referred to the Town Engineer for engineering review which may include at least an additional eight to twelve hours of review time. The **Property Owner** will also be responsible for legal fees for applications submitted to the Town of Canandaigua Planning Board, Zoning Board of Appeals, or the Town of Canandaigua Development Office. Fees for engineering and legal expenses traditionally range between one hundred and one hundred fifty dollars per hour. A copy of the Town's annual fee schedule is available upon request from the Development Office or the Town Clerk's Office. The **Property Owner's** signature below indicates that the **Property Owner** understands that the **Property Owner** will be responsible for all outside consultant fees incurred as a result of the submitted application, and consents to these charges. Additionally projects approved by the Town of Canandaigua Planning Board may be required to pay a parks and recreation fee as established by the Town Board (currently \$ 1,000 per unit) if required as part of the conditions of approval.

_____ (property owner print)

_____ (property owner signature)

OFFICE USE ONLY

Date Filed: _____ Date Referred to Planning Board: _____

Planning Board Action: _____

Publication:(dates) _____ (location) _____

Notice Mailing Date (attach mailing list): _____

Hearing: (date) _____ (time) _____ (location) _____

Order: _____