



TOWN OF PENFIELD

PLANNING DEPARTMENT APPLICATION FORM

APPLICATION TYPE

Sketch Plan

Administrative Site Plan

Preliminary/Final Site Plan

Conditional Use Permit

Preliminary/Final Subdivision

Reviewed by:

Planning Board

Town Board

Planning Dept. (Admin. Only)

PROJECT INFORMATION

Project Name: _____

Project Address: _____

City, State, ZIP: _____

Project Description: _____

Parcel Tax ID#: _____

Zoning District: _____ Project Size (acres): _____

Owner(s) Name: _____

Mailing Address: _____

Email: _____

Phone: _____

Applicant Name: _____

Address: _____

Email: _____

Phone: _____

Applicant Signature: _____ Date: _____

Agent/Engineer: _____

Company: _____

Address: _____

Email: _____

Phone: _____

APPLICATION FEES

Planning Review Fee	\$
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Engineering Review Fee	\$
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Check #	Total \$
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- See **Required Fees Table** for \$\$ Amounts

FOR OFFICE USE ONLY

Application # _____ Date Recieved: _____



39 Cascade Drive / Rochester, NY 14614 / Phone (585) 458-7770

March 4, 2022

Doug Sangster
Town of Penfield
3100 Atlantic Ave
Penfield NY 14526

Re: Preliminary/Final Site Plan Approval & Subdivision Review
Proposed Heritage Christian Services Home
2730 Atlantic Ave (NYS Route 286)
Town of Penfield, Monroe County, NY

Dear Doug,

On behalf of our client, Heritage Christian Services (HCS), we are submitting plans of the above referenced project for your review. We request that this project be placed on the agenda for the Planning Board meeting on April 14, 2022 for Preliminary/Final Site Plan Approval.

The project is located at the northeast corner of Atlantic Avenue and Scribner Road which is owned by HCS. HCS is proposing to construct and operate a 3,700 +/- square foot, one story, 6-bed home on a 1.3 acre +/- parcel to be subdivided from the existing 2.6 +/- acre lot. The existing single-family residence will be on the 1.3 +/- acres to the east. The parcel is zoned R-1-20 (Residential District); the proposed project is a permitted use. No variances have been identified.

There will be two access points from Scribner Rd; a northern ingress/egress driveway and an ingress only driveway to the south. There will be no access to the site from Atlantic Avenue.

The property drains to the Atlantic Ave storm sewer, which ultimately discharges to Irondequoit Creek. The project does not exceed the thresholds established in the Irondequoit Creek Watershed Collaborative Recommendations for Comprehensive Stormwater Management (September 1999) and thus does not require a Stormwater Pollution Prevention Plan. The home will connect to existing utilities along Scribner Rd.

Since the opening of the first home in 1984, HCS has grown to more than 100 sites, most of which are neighborhood homes and apartments through the Greater Rochester and Buffalo-Niagara regions. This project will help HCS further their mission of advancing an inclusive and equitable community in the Western New York region.

The proposed home will be similar to the recently constructed HCS home on Jackson Road. Those architectural plans are included with this submission for reference.

Going the distance for you.

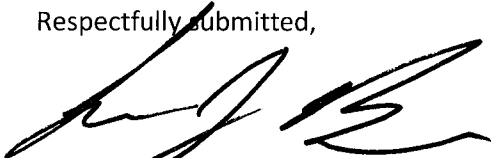
Proposed HCS Home
2730 Atlantic Ave
Town of Penfield
March 4, 2022

Enclosed with this submission is the following information:

- 4 copies of this Letter of Intent
- 4 copies of the Planning Department Application Form
- 4 copies of the Short Environmental Assessment Form (SEAF)
- 4 copies of the Factors for Consideration
- 4 copies of the Site Plan Set, including the Subdivision Map (full size)
- 7 copies of the Site Plan Set, including the Subdivision Map (11x17)
- 4 copies of the Elevations of a similar HCS Home (11x17)
- Check in the amount of \$525 for the Planning Board Fee (\$400) and preliminary & final Engineering Fee (\$125)
- 1 cd with pdfs of the above material.

We look forward to discussing this project with you at the Planning Board Meeting. If you have any questions, or require additional information, please do not hesitate to contact our office.

Respectfully submitted,



Lucas Bushen
MARATHON ENGINEERING

cc: Dan Stewart, Heritage Christian Services

NOTES AND INFORMATION

CONSTRUCTION

- STAKEOUT** - THE CONSTRUCTION STAKEOUT SHALL BE PERFORMED BY A LICENSED LAND SURVEYOR UNDER CONTROL PROVIDED ON THE LAYOUT PLAN. THE BUILDING FOOTPRINTS, LOCATED WITHIN THE BOUNDARIES, SHALL BE PROVIDED BY ARCHITECTS. COORDINATES WITH BOUNDARIES, CONTROL POINTS, AND ON THE BOUNDARIES SHALL BE REPORTED TO THE DESIGN ENGINEER (PRIOR TO THE INSTALLATION OF IMPROVEMENTS) FOR COORDINATION AND CLARIFICATION.
- BOUNDARY** - BOUNDARY INFORMATION WAS TAKEN FROM "MAP OF A SURVEY SHOWING LAND OF 2730 ATLANTIC AVENUE" PREPARED BY MAJULUS LAND SURVEYING DATED 08/28/21 AND IS SHOWN FOR GRAPHICAL REPRESENTATION ONLY.
- LAYOUT** - DIMENSIONS SHOWN, WHERE APPLICABLE, SHALL BE FROM THE FACE OF CURB UNLESS SPECIFICALLY CALLED OUT OTHERWISE.
- COORDINATION** - THE CONTRACTOR SHALL COORDINATE INSTALLATION OF UTILITY WORK WITH OTHER SITE UTILITIES (I.E. GAS, ELECTRIC, LIGHTING, COMMUNICATIONS) TO AVOID POTENTIAL INSTALLATION CONFLICTS.
- STAGING** - AS DEFINED BY THE CONTRACT DOCUMENTS THE CONTRACTOR SHALL CONSTRUCT A SECURE STAGING AREA FOR STORAGE OF EQUIPMENT, MATERIALS, EMPLOYEE PARKING AND OFFICE SPACE. IF THE AREA/METHOD IS NOT SPECIFICALLY DEFINED ON THE CONTRACTOR'S PLAN IT SHALL BE COORDINATED WITH THE OWNER'S ON-SITE REPRESENTATIVE.
- CLOSE-OUT** - THE CONTRACTOR'S WORK SCOPE INCLUDES BUT IS NOT LIMITED TO THE FOLLOWING AT PROJECT CLOSE-OUT TO THE SATISFACTION OF OWNER'S ON-SITE REPRESENTATIVE:
 - REMOVAL OF ANY CONSTRUCTION DEBRIS
 - CLEANING PAVEMENT AND PAVING SURFACES
 - RESTORATION OF ALL DISTURBED GRASS AND LANDSCAPE AREAS
 - PROVIDING BONDS, GUARANTEES, CERTIFICATIONS, ETC. AS REQUIRED BY CONTRACT DOCUMENTS
 - PROVIDING AS-BUILT FOR RECORD DRAWING
 - COMPLETION OF FINAL PRODUCT LIST ITEMS.

PROJECT STATISTICS

APPLICANT: HERITAGE CHRISTIAN SERVICES
270 ATLANTIC AVE, SUITE 100
ROCHESTER, NY 14623

PROPERTY ADDRESS: 270 ATLANTIC AVENUE
TOWN OF PENFIELD NY

TAX ACCOUNT: 124-01-12-0

ZONING REGULATIONS:

R-1 ZONING DISTRICT (R-1-2)

R-1 ZONING DISTRICT (R-1-2)	REQUIRED	LOT #1	LOT 2	LOT 3
MIN LOT AREA (SQ FT)	20,000	60,468	38,228	38,228
MIN LOT WIDTH (FT)	100	200	200	200
SETBACKS				
FRONT (FT)	30	100	30	30
SIDE (FT)	10	30	30	30
REAR (FT)	30	121	30	30
BUILDING HEIGHT (FT)	20	10	10	10

PARCEL STATISTICS:

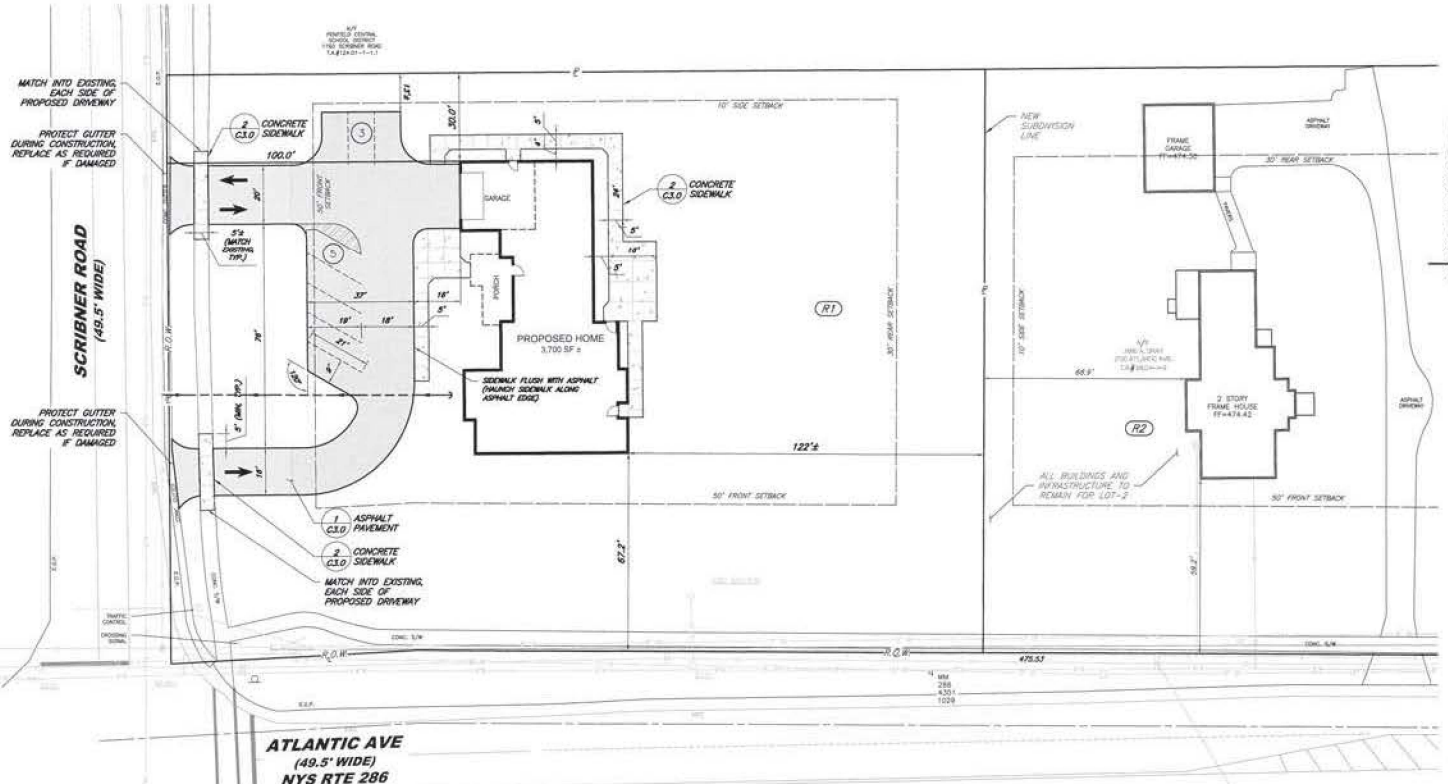
R-1 AREA: 2.220 acres

EXISTING CONDITIONS: SINGLE FAMILY RESIDENCE

PROPOSED CONDITIONS: SUBDIVISION OF THE PROPERTY INTO TWO LOTS. THE SINGLE FAMILY RESIDENCE WILL REMAIN AND BE ON THE SUBDIVIDED PARCEL. A NEW GROUP HOME, PARKING FACILITY AND REQUIRED UTILITIES WILL BE CONSTRUCTED ON THE LARGER REMAINING.

GENERAL

- MAPPING** - THE EXISTING UNDERGROUND UTILITIES WERE PLOTTED BASED ON RECORD MAPS SUPPLIED BY OTHERS. THE ENGINEER MAKES NO WARRANTY AS TO THE LOCATION, DEPTH, BURIAL, OR NUMBER OF EXISTING UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR DETERMINING THE HORIZONTAL AND VERTICAL LOCATION OF UTILITIES IN THE VICINITY OF THE NEW INFRASTRUCTURE.
- UTILITY STAKEOUT** - THE CONTRACTOR SHALL NOTIFY THE SAFELY NEW YORK (1-800-852-7863) FOR A UTILITY STAKEOUT 48 HOURS IN ADVANCE OF COMMENCING WORK. STAKEOUT OF PRIVATE UTILITIES SHALL BE COORDINATED WITH THE OWNER.
- PROPERTY PROTECTION** - THE CONTRACTOR IS RESPONSIBLE FOR DAMAGE TO EXISTING PAVEMENT, CURBS, WALKS, LAWNS, TREES, ETC. CAUSED BY THEIR CONSTRUCTION OPERATIONS. ALL DAMAGE SHALL BE REPAIRED OR REPLACED BY THE CONTRACTOR TO THE OWNER'S SATISFACTION AT NO ADDITIONAL CHARGE.
- ACCESS** - THE CONTRACTOR SHALL PROVIDE SATISFACTORY VEHICULAR ACCESS TO ALL ADJOINING PROPERTIES, PRIVATE ROADSWAYS, PARKING FACILITIES, AND PUBLIC STREETS DURING CONSTRUCTION.
- SITE SAFETY** - PRIOR TO AND THROUGHOUT CONSTRUCTION, THE CONTRACTOR SHALL POST SIGNAGE IN CONFORMANCE WITH THE REQUIREMENTS OF THE LOCAL MUNICIPALITY AND OCCUPATIONAL HEALTH AND SAFETY ACT (OHSA) - JOB SAFETY AND MAINTENANCE AND PROTECTION OF TRAFFIC IS THE RESPONSIBILITY OF THE CONTRACTOR.
- EXCAVATIONS** - ALL EXCAVATIONS SHALL BE BACKFILLED/BARRICADED TO THE SATISFACTION OF THE OWNER'S REPRESENTATIVE AT THE CONCLUSION OF EACH WORKING DAY.
- MAINTENANCE** - PUBLIC STREETS, PRIVATE DRIVES AND PARKING FACILITIES SHALL BE KEPT FREE OF FOREIGN MATERIALS. ALL AREAS SHALL BE SWEEPED CLEAR AT THE END OF EACH WORKING DAY AND/OR AS DIRECTED BY THE OWNER'S ON-SITE REPRESENTATIVE.
- CONSTRUCTION STORAGE** - STORAGE OF EQUIPMENT AND MATERIALS SHALL BE WITHIN A SPECIFIED AND SECURED AREA AS DETERMINED IN CONTRACT DOCUMENTS OR AS SPECIFIED BY THE OWNER'S ON-SITE REPRESENTATIVE.
- PERMITS** - PRIOR TO CONSTRUCTION, THE CONTRACTOR SHALL OBTAIN THE NECESSARY PERMITS FROM THE APPLICABLE MUNICIPALITY OR AGENCY. THE CONTRACTOR IS RESPONSIBLE FOR ALL BONDS AND INSURANCES AND THE OWNER IS RESPONSIBLE FOR PERMIT FEES UNLESS OTHERWISE STATED IN THE OWNER'S CONTRACT AGREEMENT.
- INTERFERE CONDITIONS** - THE CONTRACTOR IS RESPONSIBLE TO MAINTAIN POSITIVE DRAINAGE AWAY FROM BUILDINGS AND WITHIN PROJECT AREA TO A STABLE DRAINAGE THROUGHOUT THE CONSTRUCTION PERIOD. THIS MAY REQUIRE FUTURE DRAINAGE, SHIMMING OF PAVEMENT, ETC. THAT IS NOT SPECIFICALLY SHOWN ON THE PLANS AND SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR.



APPROVED BY: _____
ENGINEERING & PLANNING
DATE: _____

APPROVED BY: _____
PLANNING BOARD CHAIRPERSON
DATE: _____

APPROVED BY: _____
TOWN CLERK
DATE: _____

APPROVED BY: _____
DIRECTOR OF PUBLIC WORKS
DATE: _____

APPROVED BY: _____
FIRE MARSHAL
DATE: _____



FINAL SITE PLAN
for
HERITAGE CHRISTIAN SERVICES
SCRIBNER ROAD HOME
2730 ATLANTIC AVENUE
MONROE COUNTY
TOWN OF PENFIELD
STATE OF NEW YORK

JOB NO: 0890-22
SCALE: 1" = 20'
DRAWN: PBG
DESIGNED: RPB
DATE: 03/04/2022

REVISIONS	
DATE	REVISION



DRAWING TITLE:
LAYOUT PLAN

02 of 08
SHEET No: **C1.0**
JOB No: 0890-22
DRAWING No: _____