

**VILLAGE OF PITTSFORD
PLANNING AND ZONING BOARD OF APPEALS
Special Meeting September 23, 2019 at 5:00 PM**

PRESENT:

Chairperson: Justin Vlietstra
Members: Jo Anne Shannon
Susan Lhota
Eli Bannister (absent)
Justin Leitgeb

Recording Sec: Linda Habeeb

Motion: Member Vlietstra made a motion, seconded by Member Shannon, to call the meeting to order at 5:05 pm.

Vote: Lhota – yes; Leitgeb – yes; Shannon – yes; Vlietstra – yes. *Motion carried.*

Conflict of Interest Disclosure: Board members had no conflicts of interest to declare.

Chase Bank, 31 State Street ~ Site Plan Review

Present: Anthony Albano, PE, Stonefield Engineering & Design, LLC

Discussion: Board members reviewed the revised plans submitted for the Chase Bank site plan. Member Vlietstra commented that the Building Inspector had not reviewed the plans. Board members identified on the plans where the project will involve closing the right turn lane onto State Street. The main drive zone on the State highway will remain unchanged. Board members pointed out that the proposal will improve the parking lot and increase the greenspace on the site.

The Board discussed building and sidewalk setbacks. Since there is no proposal to expand the building, the building setbacks are not an issue. They also discussed the number and dimensions of the parking spaces and other zoning issues. Board members noted that there is an existing fence that screens the parking from view. It was pointed out that no violations regarding the site were raised by the Building Inspector, and no concerns were raised by the community during the public hearing. The site layout conforms to the existing layout. Member Vlietstra stated that the site is already developed, there is no increase in intensity of use, the site is in need of maintenance and the plans address needed repairs to the existing site, and they are increasing the amount of greenspace on the site.

Motion: Member Vlietstra made a motion, seconded by Member Shannon, to close the public hearing at this time.

Vote: Lhota – yes; Leitgeb – yes; Shannon – yes; Vlietstra – yes. *Motion carried.*

Motion: Member Vlietstra made a motion, seconded by Member Lhota, to adopt Resolution 2015-15, as amended.

Vote: Lhota – yes; Leitgeb – yes; Shannon – yes; Vlietstra – yes. *Motion carried.*

RESOLUTION 2019-16 DECISION ON SITE PLAN

Project Chase Bank Parking Lot Renovations Date: 09-23-2019

Applicant Name: JP Morgan Chase Bank, NA

Address: 1111 Polaris Parkway
Columbus, OH 43240

Action: Exterior site improvements including
replacement of asphalt, concrete sidewalks, curbing,
re-stripe parking spaces and crosswalk

At a special meeting of the Planning Board of the Village of Pittsford (the “Board”) duly convened on September 23, 2019, at 5 PM at Village Hall, 21 N. Main St, Pittsford, NY 14534,

The following resolution was offered by Board Member Justin Vlietstra, who moved its adoption, and seconded by Board Member Susan Lhota, to wit:

WHEREAS, The Village of Pittsford Planning Board (the “Board”) received and reviewed an application from the above-mentioned applicant for the above-mentioned action; and

WHEREAS, The Board has held a public hearing, and received comments thereat; and

WHEREAS, The Board makes the following findings regarding review requirements for this action:

1. Monroe County Planning Review:

- a.** The application **was** referred to Monroe County Planning for review pursuant to General Municipal Law section 239-m and Monroe County Planning responded to the 239-m referral with no recommendations.

2. Waterfront Consistency Review:

- a.** The proposed action is not within the Village’s waterfront area so it is not subject to a waterfront consistency review.

3. State Environmental Quality Review (SEQR):

- a.** The proposed action is an **unlisted** action under SEQRA.
- b.** The Planning Board issued a Negative Declaration under SEQRA on September 16, 2019. No environmental review is required.

WHEREAS, at the September 23, 2019 Planning Board meeting, the applicant agreed to amend the application to remove lighting changes from this application. A separate lighting application has been received by the Board and will be considered separately from this application to renovate the parking lot.

WHEREAS, the submitted plans include the following:

1. Structural Drawings: Sheets S1, S2, S3, dated 9/20/19
2. Cover Sheet T-100, dated 9/18/19
3. General Notes G-100, dated 9/18/19
4. General Electrical Notes G-101, dated 9/18/19
5. General HVAC and Finish Notes G-102, dated 9/18/19
6. Accessibility Details G-301, dated 9/18/19
7. Site Plan, dated 9/18/19
8. Civil Drawing, dated 9/12/19

The Building Inspector did not report any code violations, and there have been no complaints. The site layout generally conforms with existing.

WHEREAS, after review, the Planning Board has weighed the effects of the requested action on health, safety and welfare of the neighborhood and community, and made the following findings:

1. The Village Building Inspector explained the application and the submitted information to the Board and recommended waiving application requirements because the provided site plan provided adequate information for the board to make a determination on this application.
2. The Building Inspector has determined that the action does not create any Zoning Violations. The site layout generally conforms with existing. No complaints or comments have been received.
3. Drainage **is** reasonably addressed by the applicant because drainage is unchanged from present conditions. The Village engineer reviewed the application and his recommendations have been incorporated into the plans.
4. The site **is** suitably landscaped because the site is already landscaped and they are increasing the amount of landscaping.
5. Adequate screening of parking areas, utilities, and structures **is** provided because the site is already fenced around the perimeter and the work is repairing an existing parking lot for an existing use. This application is not altering the use and is not expanding parking needs.
6. The plans **will not** adversely impact adjacent properties because the use is not changing or expanding.
7. Parking **is** adequate because the use is unchanged.
8. Access to the site **is** adequate because the use is unchanged.
9. The Fire Marshal reviewed the Site Plans and had no concerns.
10. The Village Engineer reviewed the site plans and wrote a letter of recommendations to the

Planning Board. Those recommendations have been incorporated into plans dated 9/23/19.

NOW, THEREFORE, BE IT RESOLVED, the Board does herein waive the balance of application requirements required under the Village of Pittsford Zoning Code section 210-84.A because it finds the Site Plan application contains adequate information and the missing application factors are not necessary to evaluate the action's impacts on public health, safety, or general welfare.

NOW, THEREFORE, BE IT RESOLVED that the Board does hereby **grant Preliminary Site Plan Approval** and **Final Site Plan Approval** of the site plan dated 9/23/19 with the following conditions:

- ✓ Final Site Plan approval shall expire if the applicant does not obtain a building permit for the action within 1 year of the adoption date of this resolution.

The question of the foregoing resolution was duly put to vote as follows:

	Yes	No	Abstain
Justin Vlietstra	X	<input type="checkbox"/>	<input type="checkbox"/>
Susan Lhota	X	<input type="checkbox"/>	<input type="checkbox"/>
Justin Leitgeb	X	<input type="checkbox"/>	<input type="checkbox"/>
JoAnne Shannon	X	<input type="checkbox"/>	<input type="checkbox"/>

Dated: September 23, 2019

By order of the Planning Board of the Village of Pittsford

Chairperson,
Planning Board

Motion: Chairperson Vlietstra made a motion, seconded by Member Lhota, to adjourn the meeting at 7:30 pm.

Vote: Shannon – yes; Vlietstra – yes; Lhota – yes; Bannister – yes; Leitgeb - yes. *Motion carried.*