

**VILLAGE OF PITTSFORD
PLANNING AND ZONING BOARD OF APPEALS
REGULAR MEETING**

Wednesday, December 7, 2022, @ 6:30 PM

PRESENT:

Chairperson: Justin Vlietstra
Members: Jo Anne Shannon
Susan Lhota
Katie Hoppin
Michael Reynolds (Alternate)

Absent: David Marshall

Attorney: N/A
Recording Secretary: Kristen Kreiser

CALL TO ORDER –

Motion by Chairperson Vlietstra, and seconded by Member Shannon, to open the PZBA meeting for December 7th, 2022.

Vote: Vlietstra – yes; Shannon – yes; Lhota – yes; Hoppin – yes; Reynolds – yes; *Motion Carried.*

CONFLICTS OF INTEREST DISCLOSURE –

The board members indicated that they had no conflicts of interest to disclose.

• **31 Boughton Avenue – Site Plan Review**

Present: Eric Schoenhardt

The applicant is proposing the demolition of an existing single-story 12x22 addition that has inadequate footings. In the same footprint, the applicant will build a two-story addition with a different roof configuration. There will be a back door with a small roof having a recessed light in the ceiling so the light will only focus on the stoop and not spill out onto any other properties. The landscape will be restored to the condition it was in prior to construction. There will be an A/C unit added. The board advised the applicant the A/C unit is to be screened with a shrub of the property owner's choice.

Motion by Chairperson Vlietstra, and seconded by Member Shannon, to open the public hearing for site plan review for a residential addition.

Vote: Vlietstra – yes; Shannon – yes; Lhota – yes; Hoppin – yes; Reynolds – yes; *Motion Carried.*

Motion by Chairperson Vlietstra, and seconded by Member Lhota, to close the public hearing for site plan review for a residential addition, as no one from the public wished to comment on the proposal.

Vote: Vlietstra – yes; Shannon – yes; Lhota – yes; Hoppin – yes; Reynolds – yes; *Motion Carried.*

**VILLAGE OF PITTSFORD
PLANNING AND ZONING BOARD OF APPEALS
REGULAR MEETING**

Wednesday, December 7, 2022, @ 6:30 PM

Board members reviewed a draft resolution for site plan and discussed findings.

Motion by Chairperson Vlietstra, and seconded by Member Lhota, to adopt the resolution (2022-20) granting site plan approval for a residential addition.

Vote: Vlietstra – yes; Shannon – yes; Lhota – yes; Hoppin – yes; Reynolds – yes; *Motion Carried.*

[Note: a copy of this resolution is located at the end of these minutes]

MEMBER ITEMS – MEETING MINUTES

Motion by Chairperson Vlietstra, and seconded by Member Shannon, to approve the 2023 PZBA Meeting Dates, with the July date being July 12, 2023.

Vote: Vlietstra – yes; Shannon – yes; Lhota – yes; Hoppin – yes; Reynolds – yes; *Motion Carried.*

Motion by Member Lhota, and seconded by Member Shannon, to table the August 3rd, 2022, PZBA meeting minutes to the next PZBA agenda.

Vote: Vlietstra – abstain; Shannon – yes; Lhota – yes; Hoppin – yes; Reynolds – abstain; *Motion Carried.*

Motion by Chairperson Vlietstra, and seconded by Member Shannon, to approve the minutes and resolution with amendments for the November 2nd, 2022, PZBA meeting.

Vote: Vlietstra – yes; Shannon – yes; Lhota – yes; Hoppin – yes; Reynolds – abstain; *Motion Carried.*

Motion by Chairperson Vlietstra, and seconded by Member Shannon to close the PZBA meeting held on December 7th, 2022.

Vote: Vlietstra – yes; Shannon – yes; Lhota – yes; Hoppin – yes; Reynolds – yes; *Motion Carried.*

Kristen Kreiser, Recording Secretary

Further detailed information about this specific meeting is available on the website.

**VILLAGE OF PITTSFORD
PLANNING BOARD**

RESOLUTION 2022-20

DECISION ON SITE PLAN

Project **31 Boughton Ave – Addition**

Date: 12-7-2022

Applicant Name: Austin & Brooke Fossey

Address: 31 Boughton Avenue
Pittsford, NY 14534

| | |
|----------------|---|
| Action: | <u>Construction of a 2-story residential addition at 31 Boughton Avenue</u> |
|----------------|---|

At a meeting of the Planning Board of the Village of Pittsford (the “Board”) duly convened on December 7, 2022, at 6:30 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. State Environmental Quality Review (SEQR):
 - a. The proposed action is for expansion of a single-family home which is a Type II action pursuant to 6 NYCRR 617.5(c).11. No further review is required.
2. Monroe County Planning Review:
 - a. The Board’s review is for a minor site plan review that is exempt from Monroe County Planning review pursuant to General Municipal Law section 239-m and an Agreement between Monroe County and the Village of Pittsford dated January 11, 1994.
3. Waterfront Consistency Review:
 - a. The proposed action is not within the Village’s waterfront overlay district so it is not subject to a waterfront consistency review.
4. The proposed action **Does Not** require approvals from state or county agencies.

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 Building Inspector has reviewed the project for zoning code compliance:
 - a. The proposed action does not create any zoning violations.
2. The project conforms with the Pittsford Village Comprehensive Plan and Local Waterfront Revitalization Program because:
Maintaining prior residential use consistent with Pittsford Village Comprehensive Plan.
3. Adequacy and arrangement of vehicular traffic and circulation:
N/A
4. Adequacy and arrangement of pedestrian and bicyclist access and circulation:
N/A
5. Compatibility of proposed uses to adjacent uses:
This is a residential single-family home, as are the adjacent properties
6. Adequacy of off-street parking, loading, and access:
A driveway exists and is not being modified
7. Adequacy of landscaping and screening provisions:
This property is already landscaped and will be restored to its original condition after construction
8. Location, arrangement, size, and design of proposed signage:
N/A
9. Adequacy of outdoor lighting to address safety concerns and prevent light trespass:
Lighting complies with code including the location and height. Will be warm white no brighter than 75 watts equivalent.
10. Adequacy of drainage and stormwater systems:
Per the building inspector, the drainage is acceptable and will be moving from where the two dormers converge to a splash block and will have no impact on the neighboring properties.
11. Adequacy of water and sanitary sewer systems:
N/A. No changes are proposed.
12. Adequacy of waste and trash management plans:
N/A
13. Adequacy of snow removal plans:
N/A
14. Whether the proposal will adversely affect the health safety and general welfare of adjacent property owners and the community:
No concerns
15. The Fire Marshal reviewed the Site Plans and made the following observations:
No concerns

NOW, THEREFORE, BE IT RESOLVED, the Board does herein waive the balance of application requirements required under the Village of Pittsford Zoning Code section 210-34.2 (D) or 210-34.3 (D) (Major or Minor Site Plan review application materials, as applicable) 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** Site Plan Approval – Site Plan is not dated, the application was filed November 09, 2022, and architectural drawings are dated July & October 2022 with the following conditions:

1. The Historic Preservation Review Board shall grant a certificate of appropriateness for the action and all approved plans shall conform to the Site Plan.
2. 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 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Susan Lhota | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Jo Anne Shannon | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Kathleen Hoppin | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Michael Reynolds | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Dated: 12/7/22

By order of the Planning Board of the Village of Pittsford

Justin Vlietstra, Chairperson
Planning Board