

**VILLAGE OF PITTSFORD  
PLANNING & ZONING BOARD OF APPEALS**



**Members:**

Justin Vlietstra, **Chair**  
Joanne Shannon  
Susan Lhota  
David Marshall  
John Kitchura

**Attorney:** Mindy Zoghlin  
**Liaison:** Justin Leitgeb  
**Rec. Sec:** Dorothea M. Ciccarelli

**PLANNING & ZONING BOARD OF APPEALS SPECIAL MEETING  
Wednesday, January 19, 2022 at 6:30 PM**

**\*Workshop Meeting at 6:00 PM\***

Tentative Agenda

This agenda is subject to change both in number of applications, order of applications, and/or at the discretion of the Chairperson

1. CONFLICTS OF INTEREST DISCLOSURE

**PLANNING BOARD**

1. 64 S. Main Street - Site Plan Review

**ZONING BOARD**

1. 64 S. Main Street – Area Variance
2. Minutes:

**APPLICATION TO THE ZONING BOARD OF APPEALS  
VILLAGE OF PITTSFORD  
21 NORTH MAIN ST.  
PITTSFORD, N.Y. 14534**

Date 12/17/2021

Fee \$ 100.00

Property address 64 S. Main St Church itself does not have street # Tax account # 164.060-02-043.1

Zoning District LDR Property also known as: St. Louis Church of Pittsford

Property owner(s) St Louis Church of Pittsford

Owner's address 64 S. Main St Telephone [REDACTED] (day)  
Pittsford, NY 14534 (evening)

Applicant St. Louis Church of Pittsford

Applicant's address Same as above Telephone [REDACTED] (day)  
(evening)

Applicant is:  owner  lessee/tenant  agent  other: \_\_\_\_\_

Application for:  Area Variance  Special Exception Use  
 Use Variance  Temporary Zoning Permit  
 other (describe): \_\_\_\_\_

**Application Information:**

1) This application is for relief from or pursuant to Chapter(s) 210-20.6  
\_\_\_\_\_ of the Code of the Village of Pittsford.  
Building Inspector's denial dated \_\_\_\_\_ is attached.

2) Description of variance or other relief sought: Per attached Table comparing existing to  
proposed impervious surfaces. We are increasing the total impervious area from 61.0% to 61.3% as  
part of this project.

3) All facts showing the necessity for relief: To replace the Church's 60+ year old heating and air-conditioning

system, an engineering firm has exhaustively researched equipment options available. Constraints on the size of access stairs and doorways have eliminated interior options for seamless replacement totally inside the building. Recommended solution is to place main air handling unit outside on the site of current AC condenser, but necessitates installing ductwork going from that unit into Church basement.

4) Difficulties or hardship that would result if this application is denied: Engineering evaluations as to how to replace the Church heating system have been conducted. The ability to fit a new air handler and boiler system into Church mechanical room are constrained by the size of stairs and doorways and have eliminated traditional options. The 60+ years-old heating system is highly inefficient and at risk of failure. System replacement for energy efficiency and to improve interior comfort conditions will not be possible without current design, which requires ductwork connecting outdoor equipment to basement and installing knee-wall to hide/contain it.

5) The following items are attached and are part of this application: \_\_\_\_\_

Existing and proposed site plans

Partial Site Plans (Front Lawn Plans)

### Owner's Statement

I am the owner of the above property, and have read and approve this application. If the applicant is other than the owner, I authorize the applicant to proceed as agent.

Signature M. Mitchell Zygodis Date 11/31/22  
Pastor

### Applicant's Statement

I hereby certify that the information submitted is, to the best of my knowledge, true and correct.

Signature M. Mitchell Zygodis Date 11/31/22  
Rev. Mitchell Zygodis, Pastor

**NOTE: If any additional information is required by the Board, during the meeting, it is the responsibility of the applicant to provide such information, prior to the deadline of the subsequent meeting, or it will not be heard.**

### FOR OFFICE USE ONLY

Public Hearing sign(s) given to applicant \_\_\_\_\_

Notice of Public Hearing published \_\_\_\_\_

Neighborhood notification mailed \_\_\_\_\_

Referral to Monroe Co. Planning: yes  (date) \_\_\_\_\_ no

Hearing date(s) \_\_\_\_\_

Date of ZBA action \_\_\_\_\_

Approved \_\_\_\_\_ Approved w/conditions \_\_\_\_\_ Denied \_\_\_\_\_

Date of filing of decision \_\_\_\_\_

St. Louis Church area variance

I have taken the time to look at the residential properties that are utilized for churches/schools

1. 30 Lincoln - 34,477.3 Sqft with 26,630.7 Sqft. of impervious coverage = 77.24% lot coverage
2. 24 Church – 36,945.7 Sqft. with 22,336.3 Sqft of impervious coverage = 60.45% lot coverage
3. 36 S. Main – 16,958.7 Sqft with 13,268.3 Sqft of impervious coverage = 78.2% lot coverage
4. 21 Church – 13,829 Sqft with 10,479.4 Sqft of impervious coverage = 75.8% lot coverage
5. 21 Lincoln – 14,339.2 Sqft with 10,688 Sqft of impervious coverage = 74.53 % lot coverage
6. St. Louis church's current lot coverage (61%) is well below the average (73.2%) of all of the above properties and proposes to only increase to 61.3%

**APPLICATION TO THE PLANNING BOARD  
VILLAGE OF PITTSFORD  
21 NORTH MAIN ST.  
PITTSFORD, N.Y. 14534**

Date 12/09/2021

Fee \$ 200.00

Property address 64 S. Main St (church does not have a street #) Tax account # 164.060-02-043.1

Zoning District LDR Property also known as: St. Louis Church of Pittsford

Property owner(s) St. Louis Church of Pittsford

Owner's address 64 S. Main St Telephone [REDACTED] (day)  
Pittsford, NY 14534 [REDACTED] (evening)

Applicant St. Louis Church of Pittsford

Applicant's address Same as Above Telephone [REDACTED] (day)  
[REDACTED] (evening)

Applicant is:  owner  lessee/tenant  agent  other: \_\_\_\_\_

Application for:  Site Plan Review  Subdivision  
 Minor Site Plan  Change of Lot Line  
 Exterior Lighting  Other (describe): \_\_\_\_\_

**Application Information:**

1) This application is for site plan approval pursuant to Chapter 210, Zoning, Article XVII of the Code of the Village of Pittsford: Site Plan Approval.

2) Current use of property: Church Proposed use: Same

3) Description of project: The existing church furnace and air handling unit are original to building constructed in 1957 and are in need of replacement. The existing HVAC system consists of an indoor furnace and air handling unit and an outdoor condensing unit. This project will replace the existing system with a single packaged air handling unit located in place of the existing outdoor condensing unit. Interior equipment will be replaced with multiple small boilers that will fit down the stairs.

4) The following items are attached and are part of this application: \_\_\_\_\_

Existing and Proposed Site Plans

Partial Site Plans (Front Lawn Plans)

**Owner's Statement**

I am the owner of the above property, and have read and approve this application. If the applicant is other than the owner, I authorize the applicant to proceed as agent.

Signature M. Zygadlo Date 11/3/22  
Pastor

**Applicant's Statement**

I hereby certify that the information submitted is, to the best of my knowledge, true and correct.

Signature M. Zygadlo Date 11/3/22  
Rev. Mitchell Zygadlo Pastor

**NOTE: If any additional information is required by the Board, during the meeting, it is the responsibility of the applicant to provide such information, prior to the deadline of the subsequent meeting, or it will not be heard.**

**FOR OFFICE USE ONLY**

Public Hearing sign(s) given to applicant \_\_\_\_\_

Notice of Public Hearing published \_\_\_\_\_

Neighborhood notification mailed \_\_\_\_\_

Referral to Monroe Co. Planning: yes  (date) \_\_\_\_\_ no

Hearing date(s) \_\_\_\_\_

Date of PB action \_\_\_\_\_

Approved \_\_\_\_\_ Approved w/conditions \_\_\_\_\_ Denied \_\_\_\_\_

Date of filing of decision \_\_\_\_\_

NOT FOR CONSTRUCTION

It is a violation of New York Education Law Article 145 Sec. 2209, for any person, unless acting under the direction of a licensed architect, professional engineer, or land surveyor, to alter an item in any way, if an item bearing the seal of an architect, engineer, or land surveyor is altered; the altering architect, engineer, or land surveyor shall file to the item their seal and notation "altered by" followed by their signature and date of such alteration, and a specific description of the alteration.

**St Louis Church**

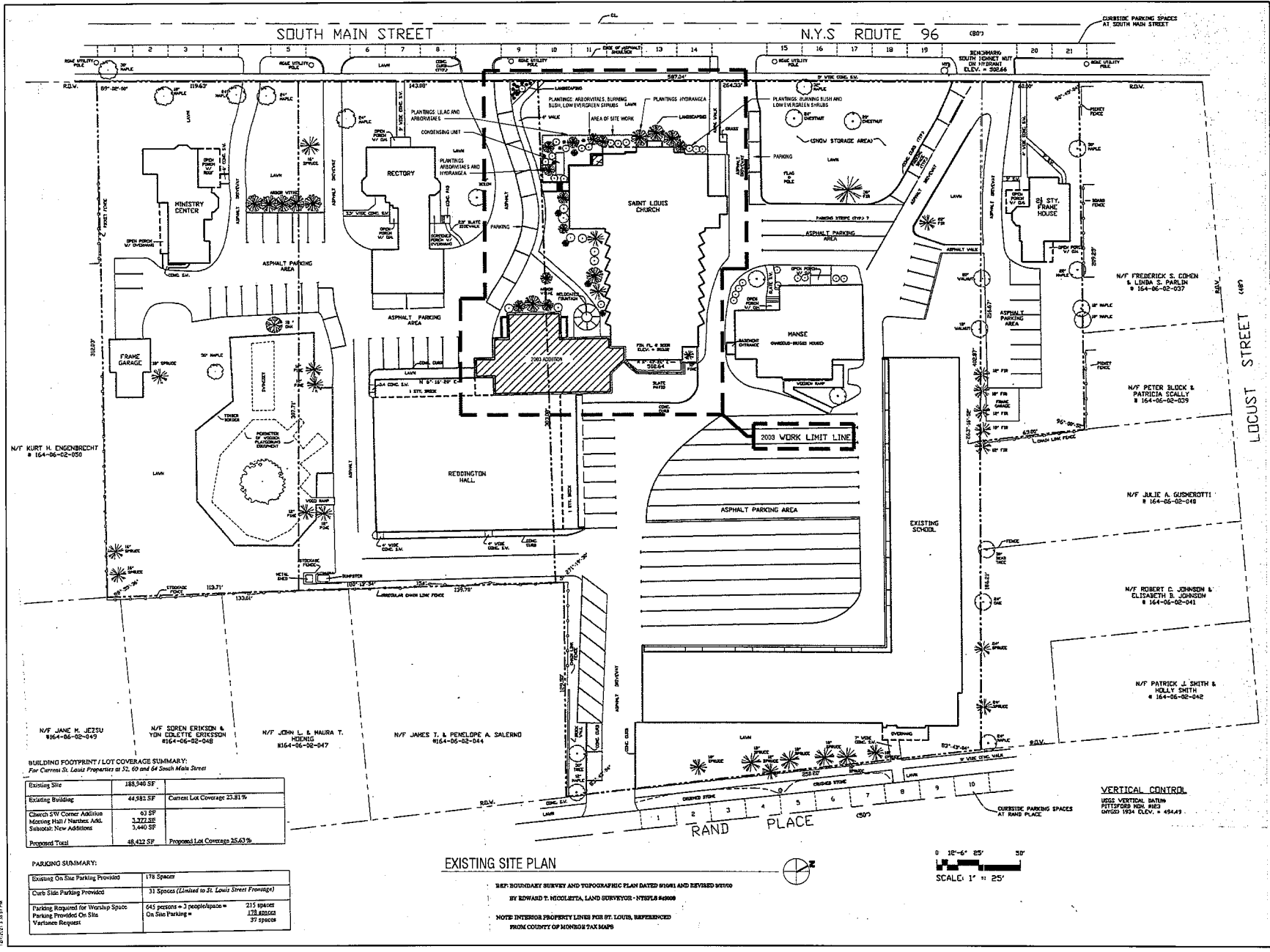
**Air Handling Unit Replacement**  
87 S Main St Pittsford, NY 14534

NO	DATE	DESCRIPTION
PROJECT NUMBER	2212491	
DRAWN BY	DB	
REVIEWED BY	CGB	
ISSUED FOR	100% CD - PROGRESS DRAWINGS	
DATE	DECEMBER 2021	
DRAWING NAME		

**EXISTING SITE PLAN**

DRAWING NUMBER

**G003**



**EXISTING SITE PLAN**

REF: BOUNDARY SURVEY AND TOPOGRAPHIC PLAN DATED 01/04/11 AND REVISED 02/10/10  
BY EDWARD T. NICOLETTA, LAND SURVEYOR - NYSEPL# 46908  
NOTE: INTERIOR PROPERTY LINES FOR ST. LOUIS, REFERENCED FROM COUNTY OF MONROE TAX MAPS

**BUILDING FOOTPRINT / LOT COVERAGE SUMMARY:**  
For Current St. Louis Properties at 52, 60 and 64 South Main Street

Existing Site	188,940 SF	
Existing Building	44,981 SF	Current Lot Coverage 23.81%
Church SW Corner Addition	63 SF	
Moving Hall / Nambex Add.	3,273 SF	
Seasonal New Addition	3,440 SF	
Proposed Total	48,422 SF	Proposed Lot Coverage 25.63%

**PARKING SUMMARY:**

Existing On Site Parking Provided	178 Spaces
Curb Side Parking Provided	31 Spaces (Limited to St. Louis Street Frontage)
Parking Required for Worship Space	643 persons = 3 people/space = 215 spaces
Parking Provided On Site	178 spaces
Variances Requested	On Site Parking = 37 spaces

NYSEPL# 331774









NOT FOR CONSTRUCTION

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**St Louis Church**

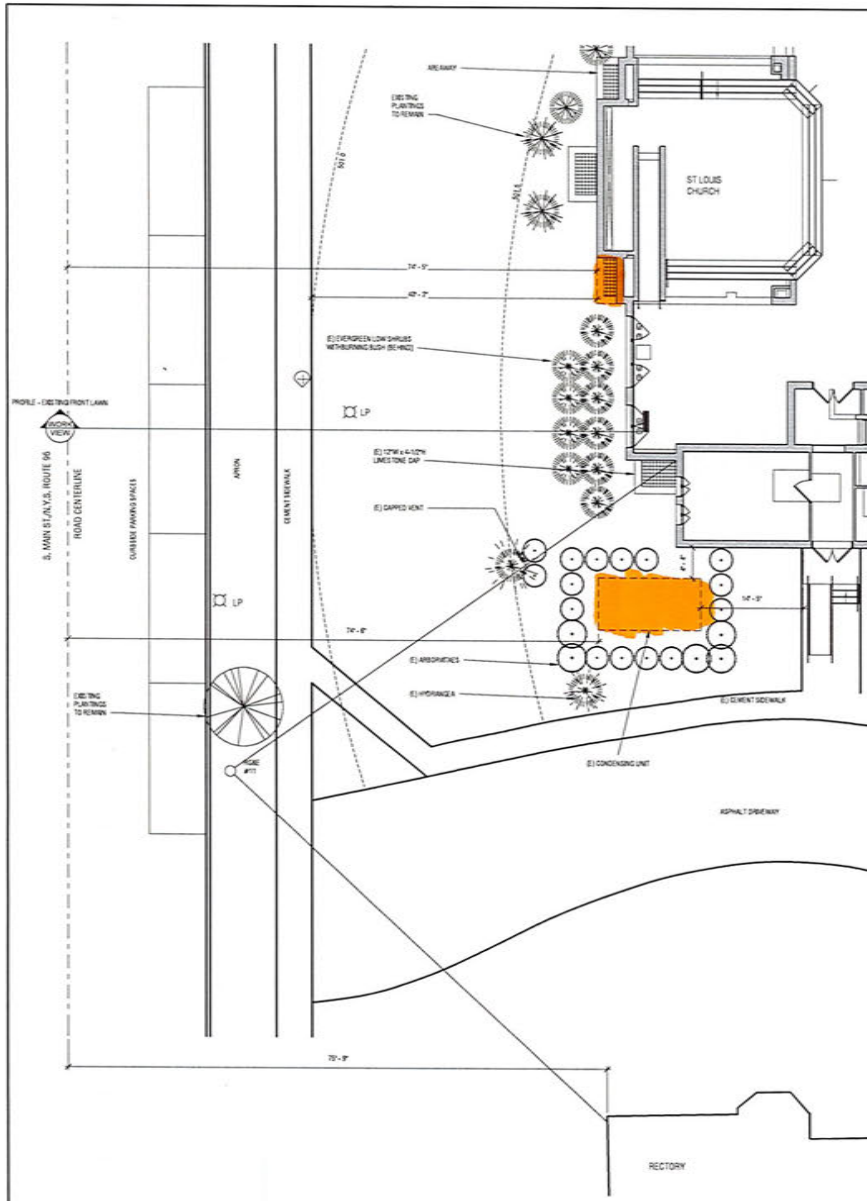
**Air Handling Unit Replacement**  
62 S Main St Pittsford, NY 14534

NO.	DATE	DESCRIPTION
Revisions		
PROJECT NUMBER: 2212491		
DRAWN BY: CGB		
CHECKED BY: CGB		
ISSUED FOR: 100% CD - PROGRESS DRAWINGS		
DATE: DECEMBER 2021		
DRAWING NAME:		

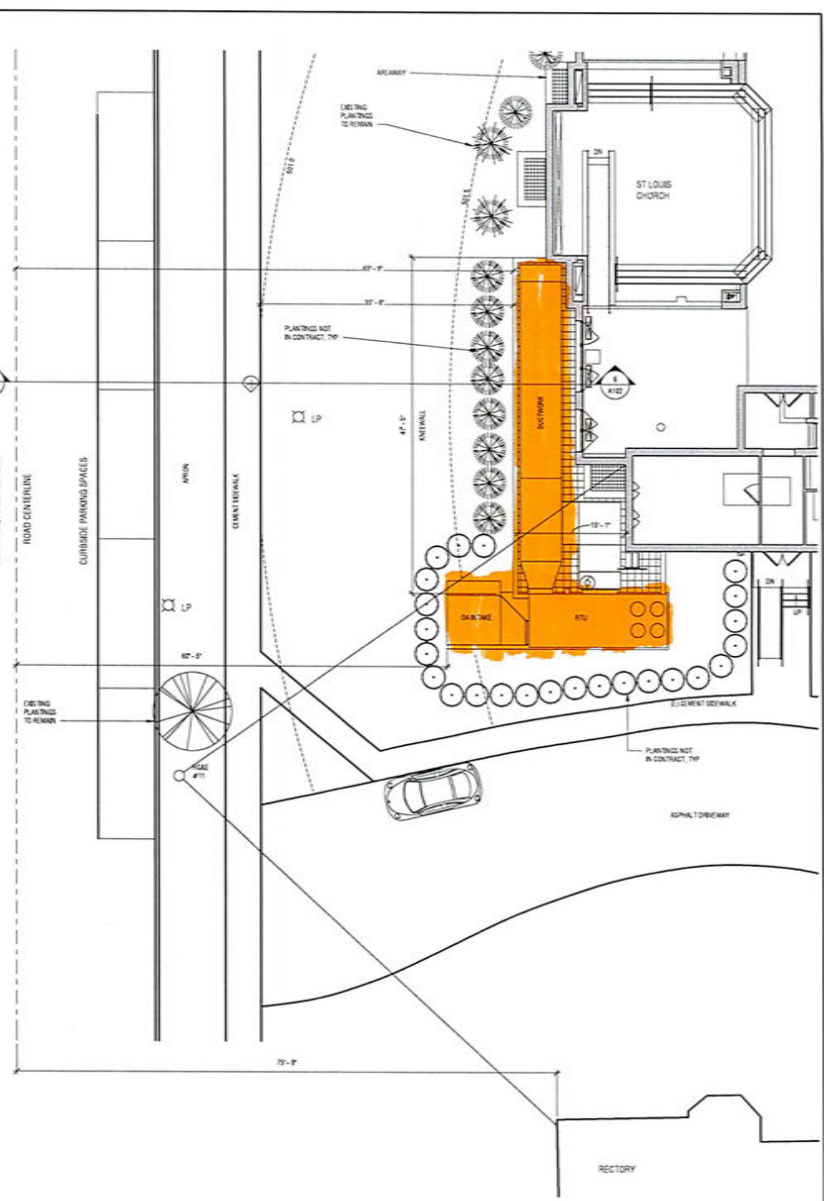
**FRONT LAWN PLANS**

DRAWING NUMBER

**A101**



**2 EXISTING PLAN**  
A101 SCALE: 1/8" = 1'-0"

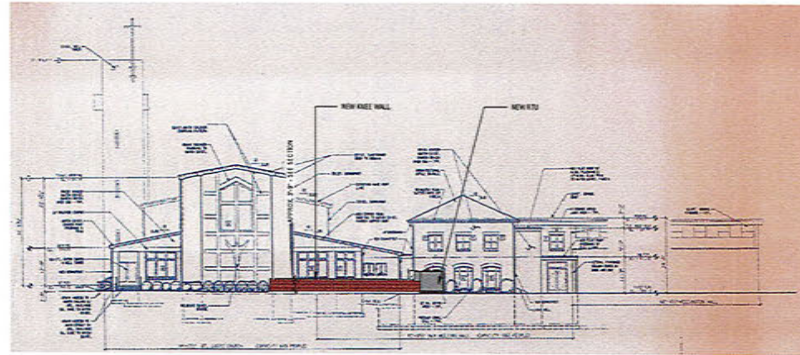


**1 PROPOSED PLAN**  
A101 SCALE: 1/8" = 1'-0"

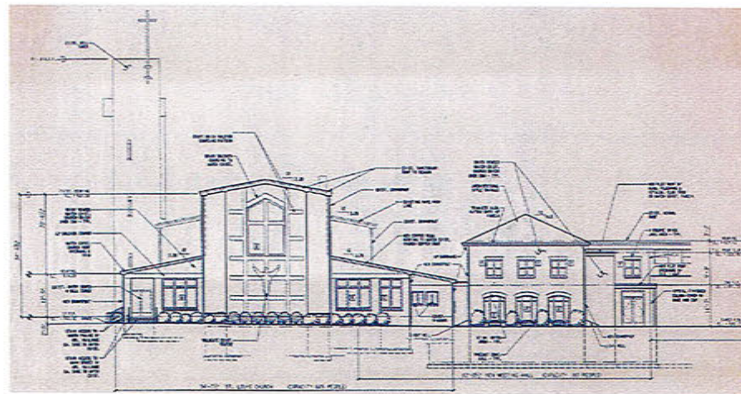
12/15/2021 14:07 PM

NOT FOR CONSTRUCTION

It is a violation of New York Education Law Article 145 Sec. 7209, for any person, unless acting under the direction of a licensed architect, professional engineer, or land surveyor, to alter an item in any way, if an item bearing the seal of an architect, engineer, or land surveyor is altered, the altering architect, engineer, or land surveyor shall affix to the item their seal and notation "altered by" followed by their signature and date of such alteration, and a specific description of the alteration.



1 ELEVATION - WEST  
A104 SCALE: 3" = 1'-0"



2 EXISTING ELEVATION - WEST  
A104 SCALE: 3" = 1'-0"

**St Louis Church**

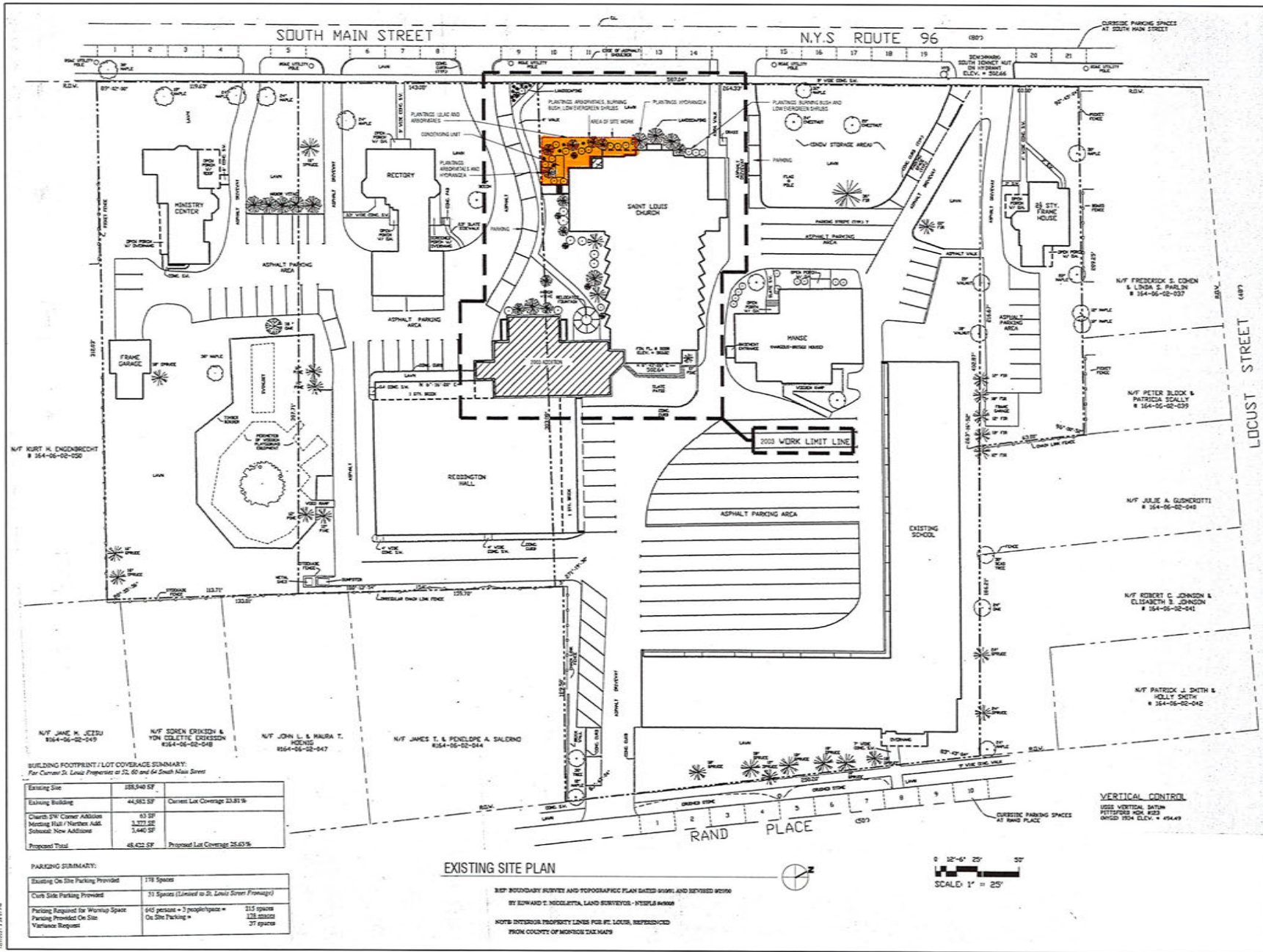
**Air Handling Unit Replacement**  
82 S Main St Ptscht, NY 14534

NO.	DATE	DESCRIPTION
Revisions		
PROJECT NUMBER:		2212491
DRAWN BY:		DB
REVIEWED BY:		COB
SCALE FOR:		100% CO - PROGRESS DRAWINGS
DATE:		DECEMBER 2021
DRAWING NAME		

**ELEVATIONS**

DRAWING NUMBER

**A104**



N.Y. KURT H. ENGELBRECHT  
 # 354-06-02-050

N.Y. JANE H. JEZSU  
 # 354-06-02-049

N.Y. SOREN ERIKSON &  
 YON COLETTI ARCHITECTS  
 # 354-06-02-048

N.Y. JOHN L. & RAURA T.  
 HOENIGS  
 # 354-06-02-047

N.Y. JAMES T. & PENELPE A. SALERNO  
 # 354-06-02-044

N.Y. FREDERICK S. COHEN  
 & LINDA S. PARLOW  
 # 354-06-02-037

N.Y. PETER BLOK &  
 PATRICIA SCALLY  
 # 354-06-02-035

N.Y. JULIE A. SIDEROTTI  
 # 354-06-02-040

N.Y. ROBERT C. JOHNSON &  
 ELISABETH E. JOHNSON  
 # 354-06-02-041

N.Y. PATRICK J. SMITH &  
 HOLLY SMITH  
 # 354-06-02-042

**BUILDING FOOTPRINT / LOT COVERAGE SUMMARY:**  
 For Curves on Locust Properties at 52, 60 and 64 South Main Street

Existing Site	258,340 SF	
Existing Building	44,982 SF	Current Lot Coverage 17.41%
Church 3rd Corner Addition	63 SF	
Meeting Hall / Nardella Add.	3,371 SF	
Subtotal: New Additions	3,434 SF	
Proposed Total	48,422 SF	Proposed Lot Coverage 18.74%

**PARKING SUMMARY:**

Existing On Site Parking Provided	178 Spaces
Church Site Parking Provided	31 Spaces (Linked to St. Louis Street Frontage)
Parking Requested for Working Space	145 spaces = 3 people/space = 435 spaces
Parking Provided On Site	178 spaces
Variance Request	27 spaces

NOT FOR CONSTRUCTION

It is a violation of New York Education Law Article 145 Sec. 7(2)(b), for any person, unless acting under the direction of a licensed architect, professional engineer, or land surveyor, to affix an item in any way, if an item bearing the seal of an architect, engineer, or land surveyor is affixed, the affixing architect, engineer, or land surveyor shall affix to the item their seal and notation "affixed by" followed by their signature and date of such affixation, and a specific description of the alteration.

**St Louis Church**

**Air Handling Unit Replacement**  
 62 S Main St Potosi, NY 14534

NO.	DATE	DESCRIPTION
Revisions		
PROJECT NUMBER:	22-2491	
DRAWN BY:	CS	
REVIEWED BY:	CSB	
SCALE FOR:	100% CD - PROGRESS DRAWINGS	
DATE:	DECEMBER 2021	
DRAWING NAME:		
DRAWING NUMBER:		

**EXISTING SITE PLAN**



NOT FOR CONSTRUCTION

It is a violation of New York Education Law Article 148, Sec. 7209, for any person, unless acting under the direction of a licensed architect, professional engineer, or land surveyor, to alter an item in any way, if an item bearing the seal of an architect, engineer, or land surveyor is altered, the altering architect, engineer, or land surveyor shall affix to the item their seal and notation, followed by followed by their signature and date of such alteration, and a specific description of the alteration.

**St Louis Church**

**Air Handling Unit Replacement**  
62 S Main St Pittsford, NY 14534

NO	DATE	DESCRIPTION
Revisions		
PROJECT NUMBER: 2212491		
DRAWN BY: DB		
CHECKED BY: CGB		
DESIGNED FOR: KOPOLCO - PROGRESS DRAWINGS		
DATE: DECEMBER 2021		
DRAWING NAME:		

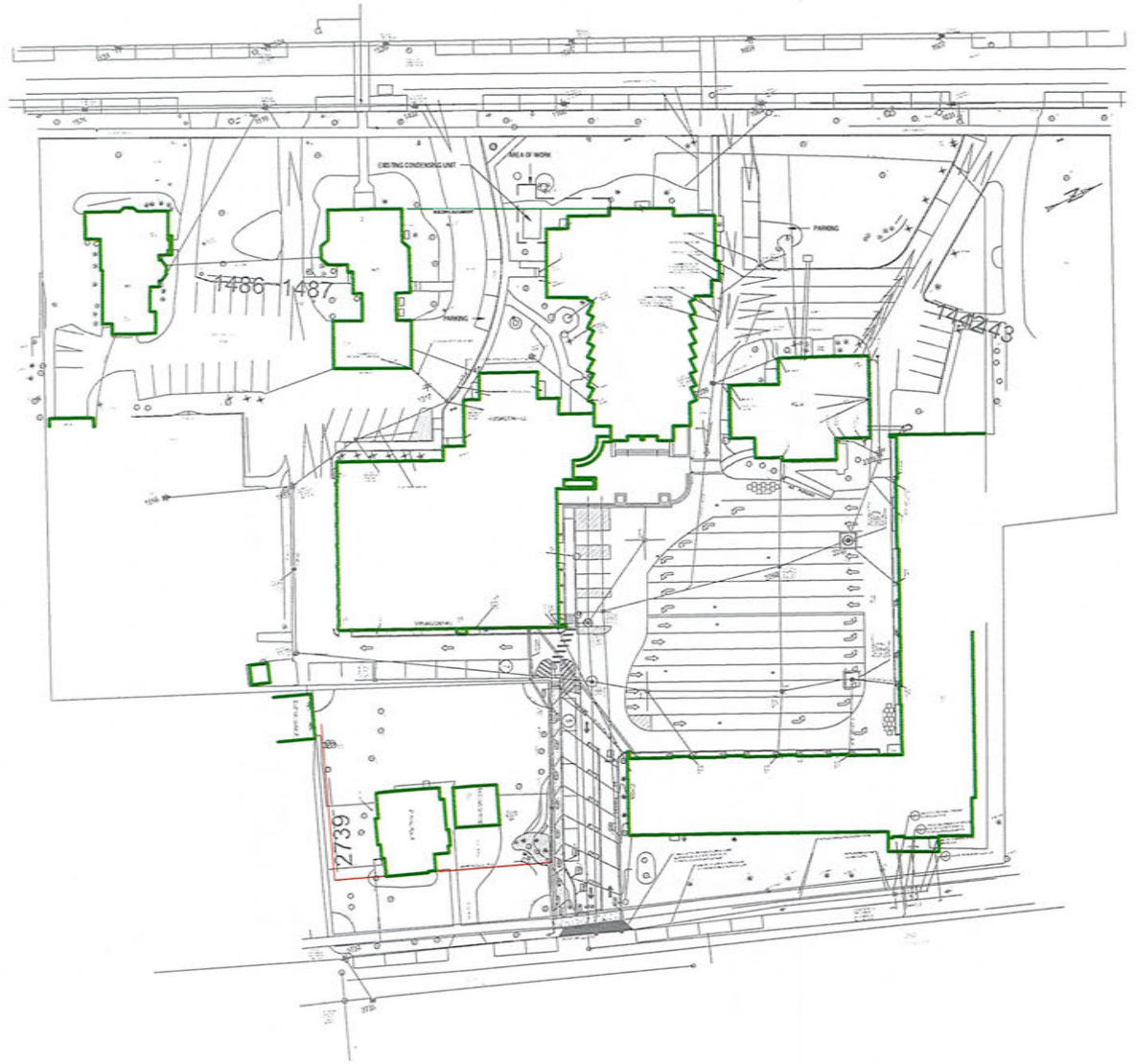
**SITE PLAN - PROPOSED**

DRAWING NUMBER:

**G004**



SITE PLAN - PROPOSED



SITE PLAN - EXISTING

NOT FOR CONSTRUCTION

It is a violation of New York Education Law Article 14B, Sec. 7209, for any person, unless acting under the direction of a licensed architect, professional engineer, or land surveyor, to alter an item in any way, if an item bearing the seal of an architect, engineer, or land surveyor is altered, the altering architect, engineer, or land surveyor shall affix to the item their seal and notation "altered by" followed by their signature and date of such alteration, and a specific description of the alteration.

**St Louis Church**

**Air Handling Unit Replacement**  
62 S Main St Pittsford, NY 14534

NO.	DATE	DESCRIPTION
Revisions		
PROJECT NUMBER: 2212451		
DRAWN BY: DB		
REVIEWED BY: CGB		
ISSUED FOR: 100% CD - PROGRESS DRAWINGS		
DATE: DECEMBER 2021		
DRAWING NAME:		

**EXISTING SITE PLAN**

DRAWING NUMBER

**G003**





December 9, 2021

Planning Board  
Village of Pittsford  
21 North Main St  
Pittsford, NY 14534

RE: St. Louis Church - Pittsford – Church HVAC System Replacement  
Letter of Intent

To Whom It May Concern:

The intent of this project is to complete the replacement of the Church HVAC system that is comprised of an indoor air handler and outdoor condensing unit providing cooling. The air handling unit is original to the building installed in 1957. The condensing unit, that added cooling to the system, was installed later. Both of these core components of the existing Church HVAC system are well beyond their useful life and are in need of replacement.

This project will replace both the indoor air handling unit and the outdoor condensing unit with a single packaged air handling unit that will be located in place of the existing outdoor condensing unit. An areaway will be built with a short outdoor knee wall to hide the ductwork running from the air handling unit into the church mechanical room through the existing outside air ventilation intake areaway.

The church will be providing landscaping to hide the new outdoor air handling unit in a similar fashion to how the existing outdoor condensing unit is screened.

We look forward to presenting this design to the Village of Pittsford Historic Preservation Board and the Planning Board. Please let us know if you require any further information associated with this project.

LaBella Associates

Casey Bernhard, PE  
Mechanical Discipline Leader

## VILLAGE OF PITTSFORD SITE PLAN CHECK LIST

Email: [buildinginspector@villageofpittsford.com](mailto:buildinginspector@villageofpittsford.com)

Tel: 585-586-4332

Form to be completed by the applicant and submitted with the application. Applications not accompanied by a completed checklist, or missing materials specified in the checklist, shall be considered incomplete.

Building Inspector, or Designee to review, date and initial checklist as to its being fully complete.

Project name and location: Church Air Handling Unit Replacement, St Louis Church

Applicant Name: St Louis Church

**Date Initial:**

- completed, signed application form
- Fee paid
- 01/03/22 CGB            Permission from property owner
- 01/03/22 CGB            Describe intended use and how it complies with Village needs, plans, and open space plans
- 01/03/22 CGB            2 sets of folded drawings of stamped drawings, 1 digital copy
- SEQRA EAF Part 1 form (if required)
- Coastal Assessment Form if Type 1 action within waterfront area
- 2 Copies of the Drainage Report. Drainage reports shall include the following:
  - A reasonable existing condition analysis for 1, 10 and 100 year events with consistent backup for drainage areas, soil types, curve number, development, representative Tc flow path information (slope, surface...)
  - An appropriate detailed proposed condition analysis with all required backup.

Regulatory analysis-identify various regulatory requirements and demonstrate compliance.

           The storm sewer analysis should be completed with backup for the various sub-elements, consider tail water conditions and downstream constraints.

**Site plan:**

CGB            Project location map showing subject property and applicant's entire adjacent holdings, and properties, subdivisions, streets and easements within 500' of the applicant's property under consideration

           Site plan reduced to 11x17 inches for neighborhood notification

**Drawing title block:**

CGB            Applicant's name and address

           Seal and signature, address, phone number, and e-mail address of licensed design professional

           Approval signature lines for the Commissioner of Public Works, Chief Engineer, Fire Marshall

           Planning Board approval, Zoning or APRB if needed

CGB            North arrow and plan scale

CGB            Original data and revision block

**Date and Initial:**

**Zoning data:**

- 01/03/22 CGB Zoning district of subject property and all adjoining properties
- 01/03/22 CGB Zoning table including existing and proposed setbacks, lot area, lot coverage, parking requirements, pavement coverage, greenspace coverage, etc.
- Use variances, area variances, special use permits, APRB approvals previously granted
- Set back limits shown
- 01/03/22 CGB Total gross floor area of all buildings

**Site data:**

- Owner name(s), address, and tax account number for subject property and adjoining properties
- 01/03/22 CGB Land area in square-feet and acres
- 01/03/22 CGB Impervious area in square feet and percentage
- Project phasing

**Site features:**

- 01/03/22 CGB Property boundaries plotted to scale with bearings and distances shown
- 01/03/22 CGB Existing and proposed building with number of floors and gross square-footage labeled
- Watercourses, wetlands, flood zones, coastal erosion hazard areas
- Paved and unpaved parking areas with striping shown
- 01/03/22 CGB Walkways, benches, trash cans, bike racks, and other pedestrian amenities
- 01/03/22 CGB Fences, guardrails, walls
- Freestanding signs
- Dumpster location and enclosure
- 01/03/22 CGB HVAC equipment
- 01/03/22 CGB Adjoining structures and land uses

**Roadway data:**

- Street names, right-of-way width, and roadway jurisdiction shown
- Sidewalks, roadway signage, street lights, utility poles
- Curb cuts for subject property and those on properties adjacent to and across the street from the subject property.
- Site distances from project curb cuts
- Distance to nearest RTS bus stop
- Monumentation and stationing

**Date and Initial:**

**Grading plans:**

- Existing and proposed grades certified by a licensed land surveyor
- Grading shown 100' beyond project limits
- Retaining walls

- -----Topsoil stockpile locations
- -----Finished floor elevations for existing and proposed structures
- -----Erosion control plans

**Utility plans:**

- All existing and proposed utilities shown
- Sizes and materials shown
- Inverts, rim/grate elevations shown
- Pipe slope and direction of depicted
- Private wells and sewage disposal system shown (existing and proposed)

**Engineering data:**

- -----Percolation test data and locations
- ----- Deep hole test data and locations
- -----Cut/fill calculations

**Landscape plan:**

- 01/03/22 CGB -----Limit of clearing shown
- 01/03/22 CGB -----Proposed planting shown
- -----Key indicating species, size, mature height and width, and spacing requirements
- -----Planting details
- -----Tree protection details
- -----Stamped by New York State Licensed Landscape Architect

**Lighting plan:( Section 117 village code)**

- -----Location of all existing and proposed lighting fixtures
- -----Mounting height indicated
- -----Details and/or catalog cuts of proposed light fixture
- -----Bulb wattage and lumen output
- -----Light color in Kelvin

**Architectural elevations:**

- 01/03/22 CGB -----Elevations show all sides of proposed buildings
- 01/03/22 CGB -----Dimensions, colors, and materials shown
- -----Material samples available for planning board meeting

**Date and Initial:**

**Details:**

- Standard construction details in the Village of Pittsford local code
- Dumpster enclosure details including dimensions, materials, and colors.
- Fence details including height and materials
- Signage details (ADA signage, fire lane signage)

**Easements:**

- Dimensions shown
- Name of easement holder
- Labeled “existing” or “proposed”
- Liber and page of existing easements labeled

**Energy requirements:**

- RES-check

**Complete LWRP Coastal Assessment Form (if located in one of the villages waterfront areas)**

# VILLAGE OF PITTSFORD

SETTLED 1789 • INCORPORATED 1827



*Schoen Place waterfront at sunrise*

## VILLAGE OF PITTSFORD NOTICE OF PUBLIC HEARING

A Public Hearing will be held on Wednesday, January 19, 2022, at 6:30 PM on an application to the Planning Board & Zoning Board of Appeals from St. Louis Church, 62 S. Main Street, for site plan review pursuant to code section 210-34.3C and a variance pursuant to code section 210.20.6 of the Code of the Village of Pittsford. If the meeting is unable to be held due to the Coronavirus pandemic it will be held on Wednesday, January 19, 2022, at 6:45 PM per video conferencing link identified.

Pursuant to the State Legislature Chapter 417 of the Laws of 2021 the Village Hall will be closed to the public during the Board of Trustees Meeting. The Members of the Planning & Zoning Board of Appeals will be present at Village Hall or participating from their respective homes for this public hearing via video conference. If a Board member is participating from home, that home will be closed to the public as well for the reasons stated above.

The public can watch the live meeting online from the videoconferencing link made available on the Village of Pittsford's website or Facebook page or attend in person at 21 North Main Street, Pittsford, NY 14534. <https://www.villageofpittsford.com>.