

VILLAGE OF PITTSFORD

SETTLED 1789 • INCORPORATED 1827



Village of Pittsford Board of Trustees Regular Meeting March 12, 2024, 5:30 PM

Tentative Agenda

Board Member - Conflict of Interest Disclosure & Open Meeting Compliance Certification

Pledge of Allegiance

Public Comment

Department Reports

- Treasurer's / Village Clerk Report

Meeting Items

1. Robert C. Corby Arboretum 2024 Projects
2. Special Permit – 57 Monroe Avenue
3. Rob Richardson – Climate Smart
4. Proposed Local Law to Establish Energy Benchmarking Requirements for Certain Buildings
5. Public Hearing 6 PM
 - Continuation of Proposed Local Law to override the tax levy limit
 - Rental Registry Law
6. Proposed Local Law for the Exemption of Volunteer Fire and Ambulance Workers
7. Discussion on Multi-Year Financial and Capital Plan
8. Eclipse Planning, April 8, 2024

Member Items

Minutes

*The next Scheduled Regular Meeting is March 26, 2024, and is Subject to Change Without Notice**

Village Board Meeting

Department Report

Treasurers / Village Clerk Report

- Bill Pay

Village Board Meeting

Meeting Items
Agenda Item 1

Robert C. Corby Arboretum 2024 Projects

Arboretum Proposed Projects 2024

As a follow up to our presentation at the Village Board meeting of February 27, 2024, the Friends of the Arboretum respectfully request the Village of Pittsford to review and approve the following requests for the 2024 season related to the village's arboretum.

2024 REQUESTS

1a) AILANTHUS MITIGATION – Pursuant to last year's approved \$17,000 in ARPA funds to remove invasive ailanthus trees in the Arboretum, authorize village authority (DPW) to secure proposals for said work according to established accounting procedures. Mitigation should follow the PRISM process that recommended using seasonal herbicide on stumps as the most effective method to kill the trees. The proposed treatment area includes the 2023 cut area by the Friends and to remove the grove of ailanthus bordered the southeast corner of the meadow.

Estimated Cost \$17,000 Previously approved

1b) ADDITIONAL AILANTHUS MITIGATION – Authorize DPW to remove stumps remaining from the 2023 cutting by the Friends and dispose off site in appropriate manner. Scheduling this stage of mitigation needs to follow 1a (above) based on effectiveness of herbicide application(s).

Estimated Cost \$.00 Based on DPW labor & equipment being deployed.

2) MEADOW GRAVEL PILE - Grant The Friends of the Arboretum permission to utilize the gravel pile in the meadow area for future projects in the arboretum to include trail improvements to treat wet areas.

3) MOWING - Authorize the Village DPW to mow the meadow and area around the existing trees. If the area of ailanthus stumps are treated, that area will need to be weed whacked until the stumps are cleared. Depending on the weather and amount of rain, 2 or 3 mowings should be adequate during the 2024 season.

4) KNOTWEED MITIGATION – Instruct the DPW to acquire sufficient quantities of plastic tarps and straw bales sufficient to allow the Friends to install where remaining knotweed is growing. Supply trash bags to collect the knotweed we cut.

Estimated Cost \$500 Materials only (installation by others (DPW/Friends))

5) SIGNS - We request that the Village move forward with providing entrance signs at the three existing trail entrances. Eventually, there is a fourth sign needed once the new trail is established to the towpath. It may be cost beneficial to order that fourth sign and store until the new trail is established. To assist the Village, Friends has worked with **Sign Language**, the company who has provided the Village's other signs to obtain a draft design and quote. Please see design draft attached to this package. Based on 4 signs,

Estimated Cost \$4000-5000 Materials- Sign fabrication (installation by others (DPW/Friends))

6) BLUE BIRD INSTALLATION - Request permission to stain the interpretive sign and birdhouses a dark green color to ensure their durability.

Estimated Cost \$100.00 Materials: Stain -1 Gal

7J PLANTINGS – Based on consultations with PRISM, Friends requests to plant native trees in the clear area surrounding the lower end of Spruce Trail. We plan to obtain free bare root stock from Monroe County and possibly some donations. We request the Village allow us to use the cages we have returned to the DPW and/or provide new ones as needed. We will label the planting as we have done previously. If any stock is left over from the Village's Arbor Day celebration, we request permission to plant the specimens in the Arboretum.

Estimated Cost \$.00-200.00 Materials: Cage mesh

8J ARBOR DAY CELEBRATION - The arboretum is the Village's most important current tree project and is also a great example of sustainable project. The Friends of the Arboretum offers to lead an informational public tour of the Arboretum in conjunction with the Village's Arbor Day event.

Estimated Cost \$.00

9J MOVE FOWARD PLANNING “TOWPATH CONNECTION” TRAIL – Last year, Village officials expressed concern regarding safety issues due to the movement of the public through the Village DPW yard and near the garage apron. Several draconian proposals were discussed that would of hampered the public's access to the arboretum.

To help the Village address the safety concerns, the Friends of the Arboretum received approval to blaze two new trails that would direct the public away from the garage and yard and also provide direct from the Erie Canal Towpath. The Friends obtained permission to construct the new Spruce Trail which was completed last fall and is now heavily used.

The Friends volunteers spent a considerable amount of time scouting and blazing a route for a new trail to the canal which would completely circumvent the area used by the DPW. Unfortunately on September 28, 2023, with no advance notice on the day the Friends President left for Europe, an emergency Village Board meeting was convened to block further work on the towpath connecting trail and the area was posted with no trespassing signs. At the meeting steep slopes and evidence of past dumped trash were cited as safety concerns justifying the halting of all work on the new trail. The Friends were aware of both issues and were in the process of developing and proposing solutions.

If all trails were subject to this type of scrutiny, it would be impossible to build any new trail. The conditions found along the proposed trail are typical of most trails that navigate hilly terrain. In Monroe County, similar conditions are found along the trails in Mendon Ponds Park, Powdermill Park, Ellison Park, Tryon Park, Abraham Lincoln Park, the Crescent Trail system, Channing Philbrick Park and of course many, many other locations.

The route of the towpath connecting trail was selected to avoid areas actively used by the DPW. Last summer it was apparent from the growth of volunteer vegetation growing at

the west end of the yard that the area had not been used for a long time. Recently, debris has been dumped in this area and pushed up against the berm. To properly maintain the yard, best practices would prescribe keeping all stored materials away from the perimeter berm and other perimeter boundaries as has been consistently done for decades in the past.

Over the last six months the Friends have been researching feasible solutions that address the concerns cited by the Village at the August 28, 2023 "Emergency" Village Board meeting. The Friends have proven our ability to conduct trail building with the successful construction of the "Spruce" trail in 2023.

The Friends of the Arboretum request permission to commence with the design and construction of the "Towpath" trail during the 2024 season. We will propose specific design solutions that will address each of the concerns cited by the Village and will obtain your approval before commencing construction work. We will access the area to conduct additional field work necessary to develop the most feasible and appropriate trail design.

Estimated Cost \$ TBD



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DESIGN CONCEPT
SIGN PROOF**

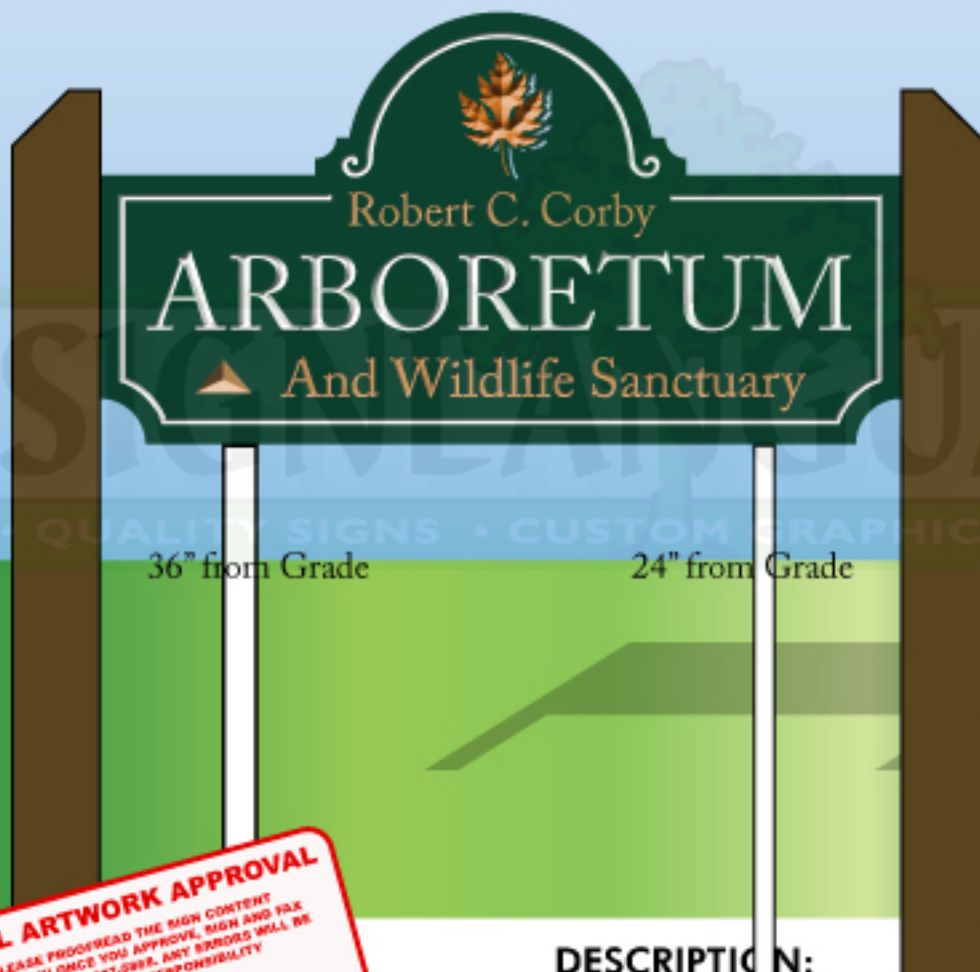
Sandblasted & Carved Signs • 23k Gold Leaf • Computer Graphics
Commercial / Architectural • Design • Fabrication • Installation • Vinyl

ROBERT C. CORBY ARBORETUM - WF SIGNS

SINGLE OR DOUBLE SIDED V CARVED 2" HDU

19.58 INCHES HIGH BY 36 INCHES WIDE

VERSION #1



FINAL ARTWORK APPROVAL
PLEASE PROOFREAD THE SIGN CONTENT
CAREFULLY! ONCE YOU APPROVE, SIGN AND FAX
THIS BACK TO 86237-2620. ANY ERRORS WILL BE
THE CUSTOMER'S RESPONSIBILITY

APPROVED

BY: _____

DATE: _____

DESCRIPTION:

INNER BORDER - WHITE
BACKGROUND - DARK GREEN
LETTERING - WHITE, BAKELIGHT
POSTS - 4" SOLID STAINED PT

THE ARTWORK DEPICTED HEREIN IS THE EXCLUSIVE PROPERTY OF SIGNLANGUAGE INC.
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12211c	
DATE 01/23/24	DATE REQUIRED
TERMS 50% Deposit	BALANCE C.O.D.
NOTES:	

TO: June Reeves
jbrncm@rit.edu

SHIP TO:
Robert Corby Arboretum & Wildlife Sanctuary

QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
4	1/S, V-Carved, 18# HDU(2"D, 20"H x 36"W) sign w/no 23K VERSI	\$ 775.00	\$ 2,790.00
4	Set of (2) PT Solid Stained & Bevel Posts, Bars (.25" x 2") SS Hardware	\$ 275.00	\$ 1,100.00
4	Optional Double sided	\$ 300.00	\$ 1,200.00
1	Installation and Delivery for First sign		\$ 450.00
3	Each additional installation	+\$ 350.00	\$ 1,050.00
4	1/S, Vinyl on MDO, No shape (20"H x 36"W) sign Art would need reconfig	\$ 325.00	\$ 1,300.00
4	Optional Double sided	+\$ 150.00	\$ 600.00
4	1/S, Hogged, HDPE (20"H x 36"W) sign Art would need reconfig		\$ 3,565.00
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> Volume Discount 10% Applied </div>			
8 YEAR WARRANTY on materials and finish of new dimensional HDU signs installed by Signlanguage Inc.			SUB TOTAL
			SHIPPING & HANDLING*
			INSTALL
			8% TAX
PRICE QUOTES ARE VALID FOR 30 DAYS 3.5% ADDED FOR PAYMENTS MADE BY CREDIT CARD*			TOTAL
			50% DEPOSIT
			BALANCE

Signlanguage Inc. reserves the right to make slight alterations to the original graphics in order to insure that our customers receive the high quality signage possible.

DELIVERY: Four to eight weeks from date the deposit is received.
CANCELLATIONS: Customer must assume all costs incurred prior to written cancellation.
RUSH ORDERS: Can be subject to additional charges depending on the situation.
***SHIPPING & HANDLING:** Additional fees may apply if shipping is higher than quoted after sign(s) are created, weighed and processed.

In the event that Signlanguage Inc. has to initiate legal action to recover a balance, the buyer will be responsible for all court costs and reasonable attorney fees which shall be interpreted to be as 33% of the balance due. In addition, the purchaser agrees to pay 1.5% after 30 days from the delivery of product. Customer is responsible for all permits.

HOME/PERSONAL SIGNS REQUIRE PAYMENT IN FULL, ACCOMPANIED BY A SIGNED INVOICE BEFORE SIGN WILL BE PRODUCED.
ALL OTHER SIGN ORDERS REQUIRE A 50% DEPOSIT WITH SIGNED INVOICE BEFORE PRODUCTION, AND TOTAL BALANCE PAID UPON COMPLETION.
CLIENT IS RESPONSIBLE FOR OBTAINING ANY REQUIRED PERMITS UNLESS PRIOR ARRANGEMENTS MADE. DO THIS BEFORE YOU PLACE YOUR DEPOSIT

CUSTOMER SIGNATURE

DATE

Village Board Meeting

Meeting Items
Agenda Item 2

Special Permit Application – 57 Monroe Avenue

APPLICATION TO THE BOARD OF TRUSTEES
SPECIAL PERMIT
VILLAGE OF PITTSFORD
21 NORTH MAIN STREET PITTSFORD, N.Y. 14534

Date: 1-30-24

Fee: \$250.00

Property Address: 57 Monroe Ave

Tax Account Number: 151.18-3-70.1 Zoning District: MU-OF

Owner's Address: 2231 Empire Blvd Webster Telephone: 370-7191

Applicant: Mike Collichio Telephone: 585-370-7191

Applicant's Address: 2231 Empire Blvd

Applicant is: Owner Lessee/Tenant Agent Other

If Other, Explain: _____

1. Provide a description of the activity that is planned for this location:

Converting building to 7 Luxury
Apartments

2. Describe how the proposed activity will affect existing parking:

move parking than needed per code

3. Describe how trash/refuse will be handled for the proposed activity:

pre-existing dumpster enclosure

4. Proposed Hours of Operation: residential living

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

Applicant's Name-Printed: Mike Collicchio

Signature: 

Date: 1-30-24

Applicant's Statement: I hereby certify that the information submitted is, to the best of my knowledge, true and correct.

Signature: 

Date: 1-30-24

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.

SEQUENCE:

1. This application will place you on the next available Board of Trustee meeting agenda.
2. The application will be forwarded to the Planning Board and that Board will provide formal recommendations back to the Board of Trustees.
3. The applicant will be notified by the Village Clerk as to the date that the application will be placed on the Board of Trustee's meeting agenda for final disposition. The date is dependent upon providing the required notification for a Public Hearing.
4. The \$250.00 fee will be required with the filing of this application.
5. The applicant is encouraged to attach any additional information (drawings, layouts, seating plans, etc.) that will supplement this application.

**57 MONROE AVENUE
APARTMENTS**
PITTSFORD, NEW YORK

PROJECT NO. 2400X

REVISIONS

NOT FOR CONSTRUCTION



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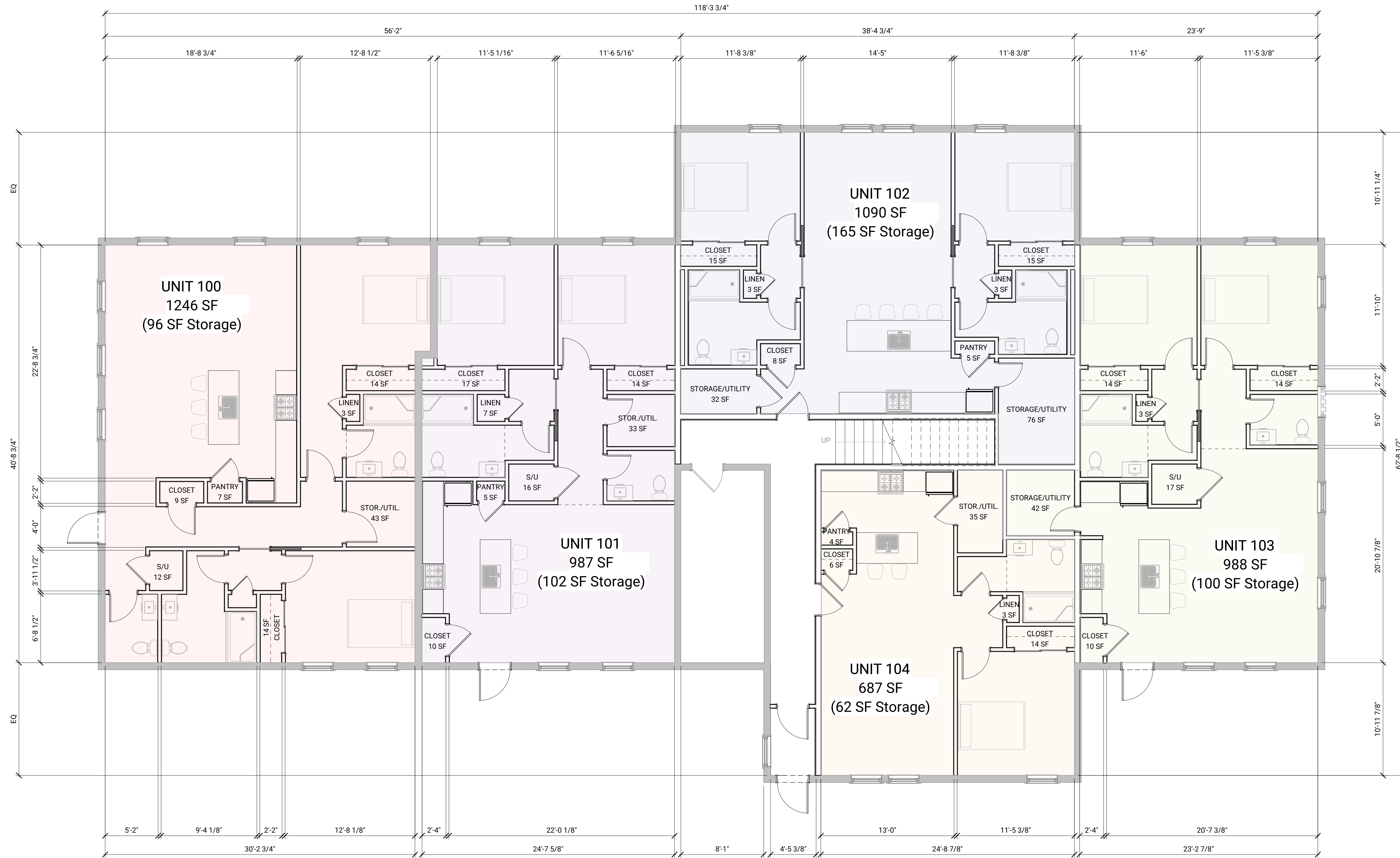
PROJECT NORTH



DRAWN BY: JML
CHECKED BY: JML
PROJECT STATUS: CONCEPT
SCALE: 3/16" = 1'-0"

FIRST FLOOR PLAN

A1.00



1 FIRST FLOOR PLAN
3/16" = 1'-0"

**57 MONROE AVENUE
APARTMENTS**
PITTSFORD, NEW YORK

PROJECT NO. 2400X

REVISIONS

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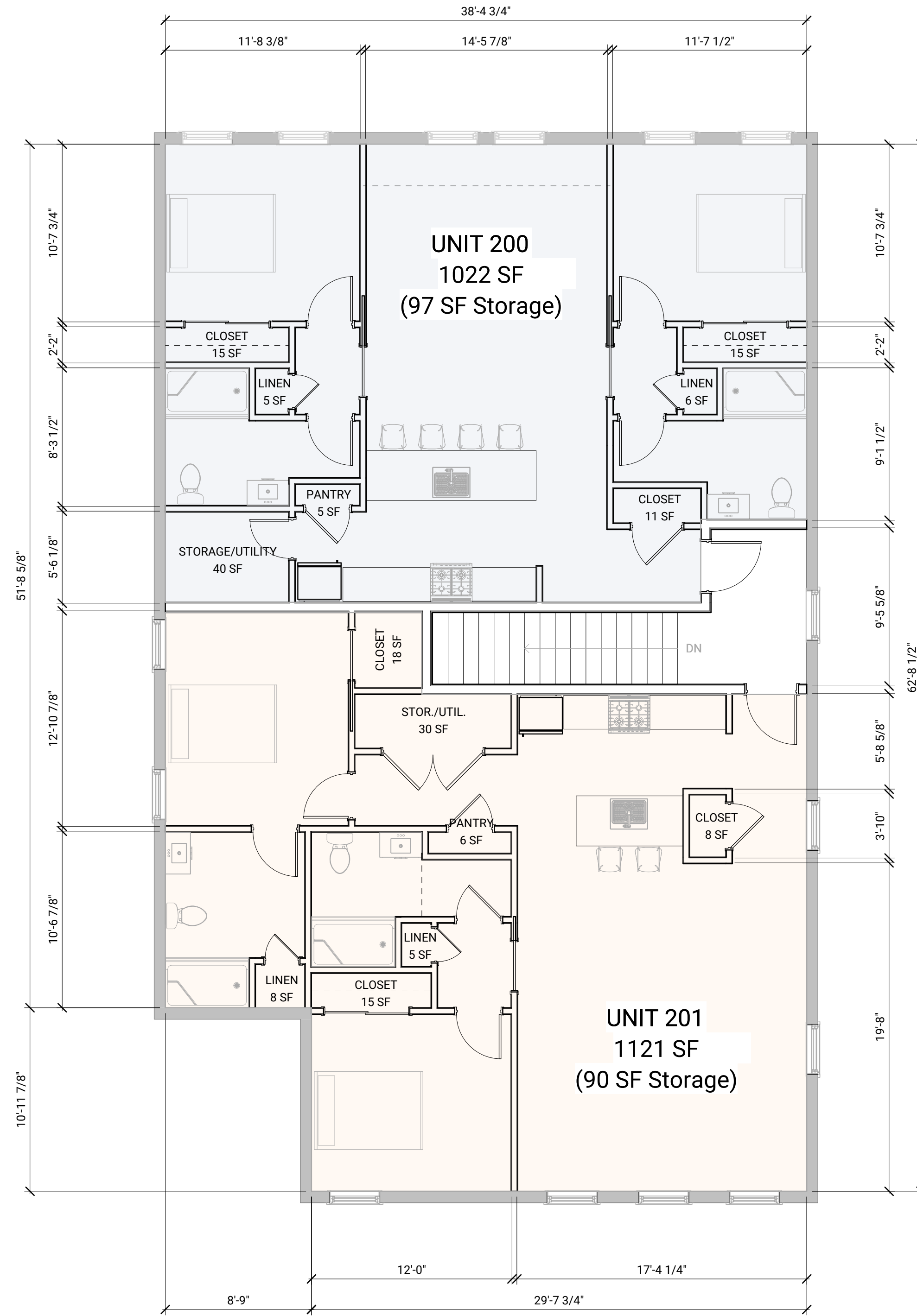
PROJECT NORTH



DRAWN BY: Author
CHECKED BY: Checker
PROJECT STATUS: CONCEPT
SCALE: 3/16" = 1'-0"

SECOND FLOOR PLAN

A1.01



1 SECOND FLOOR PLAN
3/16" = 1'-0"

Village Board Meeting

Meeting Items
Agenda Item 3

Rob Richardson – Climate Smart

Village Board Meeting

Meeting Items Agenda Item 4

Establishing Energy Benchmarking Requirements for
Certain Municipal Buildings

RESOLUTION NO. [#]-2024

ESTABLISHING ENERGY BENCHMARKING REQUIREMENTS FOR CERTAIN MUNICIPAL BUILDINGS

Drafting Note: This template legislation is presented here as a resolution, but communities should note that it may also be adopted as a local law or ordinance, where they have the power to do so. The following information should not be a substitute for legal advice from an attorney familiar with local requirements.

WHEREAS, buildings are the single largest user of energy in the State of New York. The poorest performing buildings typically use several times the energy of the highest performing buildings—for the exact same building use; and

WHEREAS, collecting, reporting, and sharing building energy data on a regular basis allows municipal officials and the public to understand the energy performance of municipal buildings relative to similar buildings nationwide, and equipped with this information the Village is able to make smarter, more cost-effective operational and capital investment decisions, reward efficiency, and drive widespread, continuous improvement; and

WHEREAS, the Village Board desires to use Building Energy Benchmarking - a process of measuring a building's energy use, tracking that use over time, and comparing performance to similar buildings - to promote the public health, safety, and welfare by making available good, actionable information on municipal building energy use to help identify opportunities to cut costs and reduce pollution in the Village; and

WHEREAS, the Village Board desires to establish procedure or guideline for Village staff to conduct such Building Energy Benchmarking; and

NOW THEREFORE, IT IS HEREBY RESOLVED AND DETERMINED, that the following specific policies and procedures are hereby adopted;

BUILDING ENERGY BENCHMARKING POLICY/PROCEDURES

§1. DEFINITIONS

(A) “Benchmarking Information” shall mean information generated by Portfolio Manager, as herein defined including descriptive information about the physical building and its operational characteristics.

(B) “Building Energy Benchmarking” shall mean the process of measuring a building's Energy use, tracking that use over time, and comparing performance to similar buildings.

(C) “Commissioner” shall mean the head of the Department.

(4) “Covered Municipal Building” shall mean a building or facility that is owned or occupied by the [Village](#) that is 1,000 square feet or larger in size.

(5) “Department” shall mean the [\[Department selected to enforce the Benchmarking Policy\]](#).

(6) “Energy” shall mean electricity, natural gas, steam, hot or chilled water, fuel oil, or other product for use in a building, or renewable on-site electricity generation, for purposes of providing heating, cooling, lighting, water heating, or for powering or fueling other end-uses in the building and related facilities, as reflected in Utility bills or other documentation of actual Energy use.

(7) “Energy Performance Score” shall mean the numeric rating generated by Portfolio Manager that compares the Energy usage of the building to that of similar buildings.

(8) “Energy Use Intensity (EUI)” shall mean the kBtUs (1,000 British Thermal Units) used per square foot of gross floor area.

(9) “Gross Floor Area” shall mean the total number of enclosed square feet measured between the exterior surfaces of the fixed walls within any structure used or intended for supporting or sheltering any use or occupancy.

(11) “Portfolio Manager” shall mean ENERGY STAR Portfolio Manager, the internet-based tool developed and maintained by the United States Environmental Protection Agency to track and assess the relative Energy performance of buildings nationwide, or successor.

(12) “Utility” shall mean an entity that distributes and sells Energy to Covered Municipal Buildings.

(13) “Weather Normalized Site EUI” shall mean the amount of Energy that would have been used by a property under 30-year average temperatures, accounting for the difference between average temperatures and yearly fluctuations.

§2. APPLICABILITY

(1) This policy is applicable to all Covered Municipal Buildings as defined in Section 2 of this policy.

(2) The Commissioner may exempt a particular Covered Municipal Building from the benchmarking requirement if the Commissioner determines that it has characteristics that make benchmarking impractical.

§3. BENCHMARKING REQUIRED FOR COVERED MUNICIPAL BUILDINGS

(1) No later than May 1, 2017, and no later than May 1 every year thereafter, the Commissioner or his or her designee from the Department shall enter into Portfolio Manager the total Energy consumed by each Covered Municipal Building, along with all other descriptive information required by Portfolio Manager for the previous calendar year.

(2) For new Covered Municipal Buildings that have not accumulated 12 months of Energy use data by the first applicable date following occupancy for inputting Energy use into Portfolio Manager, the Commissioner or his or her designee from the Department shall begin inputting data in the following year.

§4. DISCLOSURE AND PUBLICATION OF BENCHMARKING INFORMATION

(1) The Department shall make available to the public on the internet Benchmarking Information for the previous calendar year:

(a) no later than September 1, 2017 and by September 1 of each year thereafter for Covered Municipal Buildings; and

(2) The Department shall make available to the public on the internet and update at least annually, the following Benchmarking Information:

(a) Summary statistics on Energy consumption for Covered Municipal Buildings derived from aggregation of Benchmarking Information; and

(b) For each Covered Municipal Building individually:

(i) The status of compliance with the requirements of this Policy; and

(ii) The building address, primary use type, and gross floor area; and

(iii) Annual summary statistics, including site EUI, Weather Normalized Source EUI, annual GHG emissions, and an Energy Performance Score where available; and

(iv) A comparison of the annual summary statistics (as required by Section 5(2)(b)(iii) of this Policy) across calendar years for all years since annual reporting under this Policy has been required for said building.

§5. MAINTENANCE OF RECORDS

The Department shall maintain records as necessary for carrying out the purposes of this Policy, including but not limited to Energy bills and other documents received from tenants and/or Utilities. Such records shall be preserved by the Department for a period of three (3) years.

§6. ENFORCEMENT AND ADMINISTRATION

(1) The Commissioner or his or her designee from the Department shall be the Chief Enforcement Officer of this Policy.

(2) The Chief Enforcement Officer of this Policy may promulgate regulations necessary for the administration of the requirements of this Policy.

(3) Within thirty days after each anniversary date of the effective date of this Policy, the Chief Enforcement Officer shall submit a report to the [Village Board](#) including but not limited to summary statistics on Energy consumption for Covered Municipal Buildings derived from aggregation of Benchmarking Information, a list of all Covered Municipal Buildings identifying each Covered Municipal Building that the Commissioner determined to be exempt from the benchmarking requirement and the reason for the exemption, and the status of compliance with the requirements of this Policy.

§7. EFFECTIVE DATE

This policy shall be effective immediately upon passage.

§8. SEVERABILITY

The invalidity or unenforceability of any section, subsection, paragraph, sentence, clause, provision, or phrase of the aforementioned sections, as declared by the valid judgment of any court of competent jurisdiction to be unconstitutional, shall not affect the validity or enforceability of any other section, subsection, paragraph, sentence, clause, provision, or phrase, which shall remain in full force and effect.

The vote on the foregoing resolution was as follows:

Alysa S. Plummer, Mayor	_____
Lili Lanphear, Deputy Mayor	_____
Justin Leitgeb, Trustee	_____
David Marshall, Trustee	_____
Lisa Cove, Trustee	_____

This resolution was adopted.

Village Board Meeting

Meeting Items Agenda Item 5

Public Hearing 6 PM

- Continuation of proposed Local Law to override the tax levy limit
- Rental Registry Law

LOCAL LAW
VILLAGE OF PITTSFORD

Section 1. Legislative Intent

It is the intent of this local law to allow the Village of Pittsford to adopt a budget for the fiscal year commencing June 1, 2024, that requires a real property tax levy in excess of the “tax levy limit” as defined by General Municipal Law §3-c.

Section 2. Authority

This local law is adopted pursuant to subdivision 5 of General Municipal Law §3-c, which expressly authorizes a local government’s governing body to override the property tax for the coming fiscal year by the adoption of a local law approved by a vote of sixty percent (60%) of said governing body.

Section 3. Tax Levy Limit Override

The Board of Trustees of the Village of Pittsford, County of Monroe, is hereby authorized to adopt a budget for the fiscal year commencing June 1, 2024, that requires a real property tax levy in excess of the amount otherwise prescribed in General Municipal Law §3-c.

Section 4. Severability

If a court determines that any clause, sentence, paragraph, subdivision, or part of this local law or the application thereof to any person, firm or corporation, or circumstance is invalid or unconstitutional, the court’s order or judgment shall not affect, impair, or invalidate the remainder of this local law, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, or part of this local law or in its application to the person, individual firm or corporation or circumstance, directly involved in the controversy in which such judgment or order shall be rendered.

Section 5. Effective Date

This local law shall take effect immediately upon filing with the Secretary of State.

**NOTICE OF PUBLIC HEARING
VILLAGE OF PITTSFORD**

Please take notice that a Public Hearing will be held before the Village of Pittsford Board of Trustees on Tuesday, February 13, 2024, at 6:00 p.m. at 21 North Main Street, Pittsford, New York, to consider the adoption of a proposed local law to override the tax levy limit established by General Municipal Law § 3-c.

A copy of the proposed local law is on file in the Office of the Village Clerk, where interested parties may request between the hours of 8:30 a.m. and 3:30 p.m. Monday through Friday or on the Village website www.villageofpittsford.com.

Village of Pittsford
Board of Trustees
Dorothea M. Ciccarelli, Secretary

Short Environmental Assessment Form

Part 1 - Project Information

Instructions for Completing

Part 1 – Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 – Project and Sponsor Information			
Name of Action or Project: Proposed Local Law to Override the Tax Levy Limit			
Project Location (describe, and attach a location map): Village of Pittsford			
Brief Description of Proposed Action: The Local Law is adopted to protect the Village in the event that a future audit determines that a budget exceeded the Tax Levy Limit.			
Name of Applicant or Sponsor: Village of Pittsford		Telephone: (585) 586-4332	
		E-Mail:	
Address: 21 N. Main Street			
City/PO: Pittsford		State: New York	Zip Code: 14534
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.		NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval:		NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>
3. a. Total acreage of the site of the proposed action?		1.1 sq. miles acres	
b. Total acreage to be physically disturbed?		0 acres	
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?		1.1 sq. miles acres	
4. Check all land uses that occur on, are adjoining or near the proposed action:			
<input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban)			
<input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input checked="" type="checkbox"/> Other(Specify): The entire Village of Pittsford			
<input type="checkbox"/> Parkland			

5. Is the proposed action,	NO	YES	N/A
a. A permitted use under the zoning regulations?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels? b. Are public transportation services available at or near the site of the proposed action? c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: _____ N/A _____	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: _____ N/A _____	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____ N/A _____	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places? b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency? b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input checked="" type="checkbox"/> Shoreline <input checked="" type="checkbox"/> Forest <input checked="" type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input checked="" type="checkbox"/> Wetland <input checked="" type="checkbox"/> Urban <input type="checkbox"/> Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes,	NO	YES
a. Will storm water discharges flow to adjacent properties?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)?	<input type="checkbox"/>	<input type="checkbox"/>
If Yes, briefly describe: <hr style="width: 80%; margin-left: 0;"/> <div style="text-align: center;">N/A</div> <hr style="width: 80%; margin-left: 0;"/>		
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment:	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe:	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe:	NO	YES
	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p>I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</p> <p>Applicant/sponsor/name: <u>Village of Pittsford</u> Date: _____</p> <p>Signature: _____ Title: <u>Mayor</u></p>		

Project: _____
 Date: _____

**Short Environmental Assessment Form
 Part 2 - Impact Assessment**

Part 2 is to be completed by the Lead Agency.

Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Will the proposed action result in a change in the use or intensity of use of land?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Will the proposed action impair the character or quality of the existing community?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Will the proposed action impact existing: a. public / private water supplies?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. public / private wastewater treatment utilities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11. Will the proposed action create a hazard to environmental resources or human health?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Project: _____

Date: _____

Short Environmental Assessment Form Part 3 Determination of Significance

For every question in Part 2 that was answered “moderate to large impact may occur”, or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

- Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.
- Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.

Village of Pittsford

Name of Lead Agency

Alysa S. Plummer

Print or Type Name of Responsible Officer in Lead Agency

Signature of Responsible Officer in Lead Agency

Date

Mayor

Title of Responsible Officer

Signature of Preparer (if different from Responsible Officer)

PRINT FORM

**NOTICE OF PUBLIC HEARING
VILLAGE OF PITTSFORD**

Please take notice that a Public Hearing will be held before the Village of Pittsford Board of Trustees on Tuesday, March 12, 2024, at 6:00 p.m. at 21 North Main Street, Pittsford, New York, to consider the adoption of a proposed local law Adding Chapter 154 Residential Rental Property Permit to the Code of the Village of Pittsford.

A copy of the proposed local law is on file in the Office of the Village Clerk, where interested parties may request between the hours of 8:30 a.m. and 3:30 p.m. Monday through Friday or on the Village website www.villageofpittsford.com.

Village of Pittsford
Board of Trustees
Dorothea M. Ciccarelli, Secretary

Local Law No. _____ of the year 2024
of the Village of Pittsford, County of Monroe
Adding Chapter 154 to the Code of the Village of Pittsford

BE IT RESOLVED, that the Village of Pittsford Board of Trustees hereby adds Chapter 154 to the Code of the Village of Pittsford as follows:

Chapter 154
RESIDENTIAL RENTAL PROPERTY PERMIT

154-1. Legislative intent.

The Board of Trustees of the Village of Pittsford hereby finds that it is in the public interest to prevent unsafe conditions arising from the rental of residential property that is in violation of the New York State Uniform Fire Prevention and Building Code or the Pittsford Village Code, and any other codes or regulations that are applicable within the Village of Pittsford, and property used for rental that is inadequate in size, overcrowded and dangerous; or which pose hazards to the health, safety and welfare of residents of the Village of Pittsford. The Board of Trustees further finds that additional code provisions are required so that the good order of governance of the Village of Pittsford will be enhanced.

154-2. Applicability.

This chapter shall apply to all rentals of property for residential use in the Village of Pittsford.

154-3. Relation to other laws and regulations.

The provisions of this chapter shall be deemed to supplement applicable state and local laws, codes and regulations. Nothing in this chapter shall be deemed to abolish, impair, supersede or replace existing remedies or existing requirements of any other provision of state or local law or code or regulation. The issuance of any permit or the filing of any form under this chapter does not make legal any action or state of facts that is otherwise illegal, unlawful or non-permitted, or is otherwise in contravention of any other applicable law, code, rule or regulation.

154-4. Definitions.

As used in this chapter, the following terms shall have the meanings indicated:

OWNER – Any person, partnership, corporation or other entity who alone, or jointly with others, has legal title to any premises, including a mortgagee in possession or with maintenance responsibility due to a foreclosure or other proceeding. The general partner of a partnership, director of a corporation and member of a limited liability company shall be deemed to be an owner for purposes of this chapter.

RENTAL PERMIT – A permit issued by the Building Inspector or Code Enforcement Officer to allow the rental of a residential rental property.

RESIDENTIAL RENTAL PROPERTY – Real property or any portion of such real property which is rented for habitation by a person or persons other than the owner or the owner’s immediate family.

TENANT – Any person or persons, other than the owner or the owner’s immediate family, renting a residential rental property as hereinabove defined.

154-5. Rental permit required.

Effective the date of filing of this chapter with the New York State Department of State, no owner shall cause, permit or allow the occupancy or use of a residential rental property without a valid residential rental property permit. The requirements of this section shall not apply to the rental of residential rental property by an owner for 15 days or less annually.

154-6. Application for rental permit.

An application for a rental permit for a residential rental property shall be on a form supplied by the Village of Pittsford and shall be signed and sworn to by the owner of such residential rental property prior to the rental or occupancy thereof. The owner of residential rental property which is currently being rented at the time of the filing of this chapter with the New York State Department of State, shall file such application within 45 days of such filing with the Department of State.

154-7. Review of application; issuance of rental permit; term of permit; reissuance.

- A. Upon receipt of the above-mentioned application for a residential rental property permit, the Building Inspector or Code Enforcement Officer shall review such application for completeness and accuracy and shall inspect the subject residential rental property to be sure that it fully complies with all of the provisions of the New York State Uniform Fire Prevention and Building Code, Pittsford Village Code and any other applicable codes and/or regulations.
- B. In the event that such residential rental property complies with such codes and regulations, the Building Inspector or Code Enforcement Officer shall issue a permit for the rental of such residential rental property.
- C. All permits issued pursuant to this chapter shall have a term of one year.
- D. All owners of residential property for which a rental permit has been duly issued shall, in the event that they wish to continue renting such residential property, file an application for the reissuance of such residential rental permit 30 days prior to the expiration date of the current rental permit.
- E. Such application for the reissuance of the permit as referenced in the preceding paragraph shall comply with the requirements of 154-7 and 154-8.A.B. herein above.

154-8. Register of permits.

It shall be the duty of the Building Inspector or Code Enforcement Officer to maintain a register of the owner's name, address and phone number for each residential rental property and expiration date of the permit issued pursuant to this chapter.

154-9. Fees.

The non-refundable annual permit application fee shall be the fee as set forth in the schedule of fees adopted by the Board of Trustees in effect at the time that the application is filed and shall be paid upon the filing of an application for a rental permit or the reissuance of a rental permit.

154-10. Regulations.

- A. No rental unit shall be occupied by more than the number of persons permitted to occupy the rental property under the New York State Uniform Fire Prevention and Building Code and International Codes and any other codes and regulations of the State of New York.
- B. The owner(s) of the residential rental property shall ensure that all applicable parking regulations provided for in the Pittsford Village Code are satisfied and complied with.
- C. A residential rental property shall only be occupied or otherwise utilized in accordance with the rental permit issued for that residential rental property.
- D. The owner(s) shall ensure that all property maintenance regulations of the United States, New York State, Village of Pittsford and any and all other applicable codes and/or regulations shall be satisfied.
- E. Dumpsters are prohibited on any residential rental property for anything other than incidental short-term use.
- F. A rental permit number shall be issued for each rental permit that is granted by the Village of Pittsford and the rental permit number shall be displayed on all advertisements of the residential rental property to which the rental permit number corresponds.

154-11. Inspections.

The Building Inspector, Code Enforcement Officer and Village personnel or agents for the Village who are engaged in the enforcement of the provisions of this chapter, the new York State Uniform Fire Prevention and Building Codes and the Pittsford Village Code, are authorized to make or cause to be made inspections as required or necessary to determine that the condition of all residential rental properties remain in compliance with the foregoing provisions.

154-12. Revocation of permit.

- A. The Building Inspector or Code Enforcement Officer shall revoke a residential rental property permit when the permit holder has caused, permitted or allowed to exist and remain upon the residential rental property, a violation of any provision of the New York State Uniform Fire Prevention and Building Code, or the Pittsford

Village Code, or any other applicable code or regulation, for a period of 14 calendar days or more after written notice has been provided to the permit owner or the permit owner's agent, by certified mail.

- B. An appeal from such revocation may be made in writing by the permit holder to the Village of Pittsford Zoning Board of Appeals within 30 days from the date of such revocation by filing a notice of appeal with the Clerk of the Village of Pittsford. The Zoning Board of appeals shall hold a public hearing on such appeal within 30 days after receipt of written notice of such appeal and, after such hearing, shall make written findings and a decision either sustaining such permit revocation or reinstating such permit within 30 days after the close of such public hearing.
- C. In the event that no appeal is filed within 30 days, or in the event that such an appeal is filed and such permit revocation is sustained, then the Building Inspector or Code Enforcement Officer shall place a notice conspicuously on the property indicating that it may no longer be rented as a residential property.
- D. In the event that the Building Inspector or Code Enforcement Officer determines that there is a violation at the residential rental property as referenced in subparagraph A hereinabove, and in the event that such violation creates a dangerous, hazardous or unsafe condition to and for the general public, then the Building Inspector or Code Enforcement Officer shall proceed as required by chapter 80 of the code of the Village of Pittsford.

154-13. Penalties for offenses.

- A. The first violation of this chapter within an eighteen-month period of the owner(s) and/or tenant(s) shall be punishable by a fine of not less than \$500 nor more than \$1,500.
- B. The second violation of this chapter within an eighteen-month period shall be punishable of a fine of not less than \$1,000 nor more than \$2,500.
- C. The third violation of this chapter within an eighteen-month period shall be punishable by a fine of not less than \$1,500 nor more than \$5,000.
- D. For the purpose of conferring jurisdiction upon courts and judicial officers in general, violations of this chapter shall be deemed misdemeanors, and, for such purpose only, all provisions of law relating to misdemeanors shall apply. Each day's continued violation shall constitute a separate additional violation.
- E. A violation existing at the premises as referred to here and above shall be a violation by the owner(s).

154-14. Severability.

In the event that one or more of the provisions of this local law or chapter shall be deemed to be unenforceable, the remaining provisions of this local law or chapter shall remain in full force and effect.

Effective Date.

This local law shall take effect immediately upon its adoption by the Board of Trustees of the Village of Pittsford and the filing thereof with the New York Secretary of State.

Village Board Meeting

Meeting Items Agenda Item 6

Proposed Local Law for the Exemption of Volunteer Fire
and Ambulance Workers

Village of Pittsford
Local Law No. _____ of 2024

**A Local Law Amending the Title of Article VIII of Chapter 184
and Sections 184-31, 184-35, 184-36, 184-37,
and Adding Sections 184-38 and 184-39
of the Code of the Village of Pittsford**

Be it enacted that the Village of Pittsford Board of Trustees hereby:

Amends the title of Article VIII of Chapter 184 to read as follows:

“Tax Exemption for Volunteer Fire and Ambulance Service Workers and their Un-remarried Spouses”

Amends Section 184-31 to read as follows:

§ 184-31 Legislative Intent.

The Real Property Tax Law has been amended by the addition of a new § 466-a which permits a Village to grant a partial tax exemption on real property owned by an enrolled member of an incorporated volunteer fire company, direct department of incorporated voluntary ambulance service or such enrolled member and spouse or un-remarried spouse of a deceased member. Said partial exemption can be 10% of the assessed value of such property for all Village and special district purposes, exclusive of special assessments.

Amends Section 184-35 to read as follows:

§ 184-35 Un-remarried Spouses of Volunteer Firefighters or Volunteer Ambulance Workers Killed in the Line of Duty.

An un-married spouse of a deceased enrolled member of an incorporated volunteer fire company, fire department, or incorporated voluntary ambulance service is eligible for the exemption set forth in this Article if such member is killed in the line of duty provided, however, that:

- A.** Such an un-remarried spouse is certified by the incorporated volunteer fire company, fire department, or incorporated voluntary ambulance service as an un-remarried spouse of an enrolled member of such incorporated volunteer fire company, fire department, or incorporated voluntary ambulance service who was killed in the line of duty; and
- B.** Such deceased volunteer had been an enrolled member for at least five years; and
- C.** Such deceased volunteer had been receiving the exemption prior to his or her death.

Amends Section 184-36 to read as follows:

§ 184-36 Un-remarried Spouses of Deceased Volunteer Firefighters or Volunteer Ambulance Workers.

An un-married spouse of a deceased enrolled member of an incorporated volunteer fire company, fire department, or incorporated voluntary ambulance service is eligible for the exemption set forth in this Article provided, however, that:

A. Such an un-remarried spouse is certified by the incorporated volunteer fire company, fire department, or incorporated voluntary ambulance service as an un-remarried spouse of a deceased enrolled member of such incorporated volunteer fire company, fire department, or incorporated voluntary ambulance service; and

B. Such deceased volunteer had been an enrolled member for at least twenty years; and

C. Such deceased volunteer and un-remarried spouse had been receiving the exemption for such property prior to the death of such volunteer.

Amends Section 184-37 to read as follows:

§ 184-37 Application.

Application for such exemption shall be filed with the Town Assessor on or before the taxable status date on a form as prescribed by the State Board of Real Property Services.

Adds Section 184-38 to read as follows:

Adds § 184-38 No Diminution of Benefits.

No applicant who is a volunteer firefighter or volunteer ambulance worker who by reason of such status is receiving any benefit under the provisions of Article 4 of the Real Property Tax Law on the effective date of this Article shall suffer any diminution of such benefit because of the provisions of this Article.

Adds Section 184-39 to read as follows:

Adds § 184-39 Certification.

Each incorporated volunteer fire company, incorporated volunteer fire department and incorporated voluntary ambulance service shall file a notice annually, prior to the applicable taxable status date, with the Town Assessor certifying its enrolled members with two or more years of service. Such notice shall list as of the applicable taxable status date the number of years of service by each such enrolled member and such enrolled member's address of residence.

Severability. The invalidity of any word, section, clause, paragraph, sentence, part or provision of this Local Law shall not affect the validity of any other part of this Local Law, which can be given effect without such part or parts.

Effective Date. This Local Law shall take effect immediately upon filing in the office of the Secretary of State of New York as provided by law.

Village Board Meeting

Meeting Items
Agenda Item 8

Multi-Year Financial and Capital Plan

Village Board Meeting

Meeting Items
Agenda Item 7

Eclipse Planning, April 8, 2024