

VILLAGE OF PITTSFORD

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Village Hall ca 1855 (remodeled 1937)

Village of Pittsford Board of Trustees Special Meeting April 16, 2019, 5:30 PM

Tentative Agenda

Board Member - Conflict of Interest Disclosure

Meeting Items

1. Non-Municipal Use Permit – Save the Frogs Day Event, April 27, 2019
2. Special Permit Application – Pittsford Pub
3. Approval of Consulting Services for HPRB
4. Setting a Public Hearing for Extending the Moratorium
5. Village Survey
6. Code Review

Next Scheduled Meeting – April 23, 2019

*Subject To Change Without Notice

Village Board Meeting
April 16, 2019

Meeting Items
Agenda Item 1

Non-Municipal Use Permit

- Save the Frogs Day

To Dorothea
486-4597



Village of Pittsford Non-Municipal Use Permit Application

Organization: A FROG HOUSE FOR SAVE THE FROGS 501c3 Friends of Pittsford Village

* Event and Description: 11th Annual Save the Frogs Day - International Environmental Amphibian Conservation Information
Entrance, ^{FROG}Raffle, Auction, Sales, Fund raising through donations
Children's ^{FROG}Adults Games & Activities, Musicians

Event Date(s): April 27th (Saturday) noon to five pm

Event Location: 65 State Street Pittsford & Posters where allowed (eg

Parking Location: Schoen Plaza Municipal, Library Pavilion)

Estimated Guest Count: 200-500

Organization Contact: MARGOT L FASS, MD

Telephone: 585-244-6366 or 585-733-0563

E-mail: mdfassmd@gmail.com

Date Request Received: _____

Date Reviewed: _____ Approved

Denied

* Requesting ⁽¹⁾ installation of benches @ 6 location
⁽²⁾ Posters in pavilion across from old ice cream store

Standard Conditions

- 1) If the request for the Non-municipal Permit was received without the required 45-day notice, the Board of Trustees will need to vote to waive the requirement for the permit.
- 2) The applicant will provide the Village of Pittsford with a certificate of liability insurance, naming the Village of Pittsford as additionally insured, on a primary and non-contributory basis. The certificate must reflect a single limit of liability for personal injury and property damage in the amount of \$1,000,000.00. The certificate must also name the event being covered.
- 3) The applicant will notify, in writing, the Monroe County Sheriff's Office, the Pittsford Volunteer Fire Department, the Pittsford Volunteer Ambulance and the Town of Pittsford Fire Marshal to notify them of the event and all of the details.

Village Board Meeting
April 16, 2019

Meeting Items
Agenda Item 2

Special Permit Application Modification

- Pittsford Pub

VILLAGE OF PITTSFORD
MAR 11 19 PM 12:24

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

Date 3/11/19 Fee \$ _____

Property address 60 N. Main St. Tax account # _____

Zoning District _____ Property also known as: Pittsford Tap & Grille

Property owner(s) Scott Thyroff

Owner's address 6 Delancy Ct. Telephone 737-5141 (day) *
Pittsford, NY 14534 (evening)

Applicant PITTSFORD PUB

Applicant's address 60 N MAIN ST Telephone 585-737-5141 (day)
PITTSFORD NY 14534 (evening)

Applicant is: ~~Applicant~~ 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) _____ of the Code of the Village of Pittsford.
Building Inspector's denial dated _____ is attached.

2) Description of variance or other relief sought: PUT A TENT OVER THE PATIO RAILING. THE WEEK OF THE SP. PLA TOUR AT OAK HILL (TUES 5/21 - MON 5/27)

3) All facts showing the necessity for relief: _____

Village Board Meeting
April 16, 2019

Meeting Items
Agenda Item 3

Approval of Consulting Services for HPRB

From: [Bill McBride](#)
To: [Village Clerk](#)
Cc: jturner@orblaw.com
Subject: Scope of Consulting Services By Maria Huot For the HPRB For 18 State Street
Date: Thursday, April 11, 2019 11:04:40 AM

On behalf of the HPRB as acting Chair, I, William McBride, do hereby request that the Board of Trustees approve the HPRB's retention of Maria Huot to review and advise the HPRB on an appropriate course of action by the Board for an application submitted by 18 State street for a roof replacement. This consultation assignment would be funded at \$90 per hour by the Village and will not exceed four (4) hours of consultation time.

Village Board Meeting
April 16, 2019

Meeting Items
Agenda Item 4

Setting a Public Hearing for Extending the Moratorium

**Local Law _____ of 2019 of the Village of Pittsford, New York
Enacting a Further Extension to the Moratorium Established by
Local Law _____ of 2017 and the Extension of Such Local Law Established by
Local Law _____ of 2018 so as to Provide an Additional Four Month
Extension of the Moratorium on Amendments in the Zoning Code
And Map of the Village of Pittsford and the Issuance of Specified Special
Permits and Other Approvals Pursuant to and as Provided for in the
Zoning Code of the Village of Pittsford.**

WHEREAS, on October XX, 2017, the Village of Pittsford Board of Trustees (Village Board) adopted Local Law X of 2017, which established a Moratorium on Amendments of the Zoning Code and Map of the Village of Pittsford and the Issuance of Specified Special Permits and Other Approvals Pursuant to and as Provided for in the Zoning Code of the Village of Pittsford, ending October XX, 2018; and

WHEREAS, the Village Board approved an extension to the moratorium established by Local Law X of 2017, through the passing of Local Law X of 2018, on October XX, 2018, which extended the moratorium by six months to May 15, 2019; and

WHEREAS, the purpose of this moratorium extension is to allow for the modification, completion and adoption of an updated comprehensive plan and zoning code; the process for which came under consideration in December 2017; and

WHEREAS, the Village Board issued a Request for Qualifications (RFQ) to solicit services related to updating the existing 2002 Pittsford Village Comprehensive Plan and Zoning Code (Chapter 210) on January 9, 2018, with a deadline for submission on January 22, 2018; and

WHEREAS, based upon the review of the submissions for the RFQ, a formal Request for Proposals (RFP) was issued by the Village Board for the same on February XX, 2018, with a submission deadline of February 22, 2018; and

WHEREAS, the Village Board held interviews with consultant teams that submitted on the RFP on March 6, 2018, resulting in the selection of the Steinmetz Planning Group; and

WHEREAS, the Village Board formally secured the services of the planning firm Steinmetz Planning Group (acquired by Barton and Loguidice on August 31, 2018) with a signed contract dated April 24, 2018, to complete such update efforts; and

WHEREAS, a formal consent agreement to assign such contract to Barton and Loguidice, provided that John Steinmetz remain principally responsible for the performance of the obligations required with regard to the initial contract, was completed on January 16, 2019; and

WHEREAS, the concurrent Plan and Code updates formally began in June 2018, with the Village Board guiding the zoning code process and a designated Steering Committee guiding the comprehensive plan process; and

WHEREAS, the Comprehensive Plan Committee has met seven times with the consultant team to prepare and review Draft Comprehensive Plan Update materials (June 7, 2018; August 15, 2018; September 18, 2018; November 14, 2018; January 23, 2019; February 20, 2019; March 20, 2019) and is scheduled to meet again to review the Preliminary Draft Plan document on April 17, 2019 and has also met independently of the consultant team on at least a monthly basis since June of 2018; and

WHEREAS, the Village Board has met nine times with the consultant team to prepare and review Draft Zoning Code Update materials (June 12, 2018; August 7, 2018; September 18, 2018; November 7, 2018; December 12, 2018; January 12, 2019; February 23, 2019; March 12, 2019; March 28, 2019) and is expected to continue to meet with the consultant team to finalize the Preliminary Draft Zoning Code and has also met independently of the consultant team on at least a weekly basis since June of 2018; and

WHEREAS, the Village of Pittsford has provided three opportunities for public input as part of this planning and zoning update process, including a Public Workshop on June 16, 2018, and Community Design Workshop on December 1, 2018, at the First Presbyterian Church located at 21 Church Street, Pittsford, New York, 14534; and a Public Open House on December 14, 2018 at the Pittsford Community Library located at 24 State Street, Pittsford, New York, 14534; and

WHEREAS, there are at least two additional opportunities for public input planned as part of this planning and zoning process, including a Public Open House tentatively scheduled for June 13, 2019, to be held at the Pittsford Community Library and a subsequent Public Hearing to be scheduled by the Village Board and held at Village Hall;

WHEREAS, the Preliminary Draft Plan is intended to serve as an update to the 2002 Comprehensive Plan and contain an Introduction, Community Profile, Vision and Policy Framework, Priority Action Plan, Community Enhancement Strategy, Schoen Place Subarea Plan, and Conclusion; and

WHEREAS, the Comprehensive Plan Committee is still tasked with reviewing Draft Community Enhancement Strategy and Schoen Place Subarea Plan, as well as drafting a Conclusion; and

WHEREAS, the Preliminary Draft Zoning Code is intended to repeal and replace the existing Village Zoning Code and contain four parts: Part 1 (Administration & Enforcement), Part 2 (Zoning District Use & Development Regulations), Part 3 (Application & Review Procedures), and Part 4 (Definitions), as well as an updated Village Zoning Map; and

WHEREAS, it is required by NYS Village Law Section 7-722 11(a) that all village land use regulations be in accordance with the local comprehensive plan; and

WHEREAS, the continued work of the Comprehensive Plan Committee on the Community Enhancement Strategy and the Schoen Place Subarea Plan is required to further inform and shape the remaining sections of the Draft Zoning Code to be drafted and reviewed in full by the Village Board (Parts 2 and 4, as well as the Zoning Map); and

WHEREAS, an interim effort to adopt completed sections and/or partial amendments would result in a temporarily fragmented zoning code and require significant work by Village staff and work outside of scope from the consultant team to identify the repeal and replace measures within the existing zoning code for such partial amendment(s); and

WHEREAS, the interconnectedness and timing of adoption of the Comprehensive Plan Update and Zoning Code Update should be considered jointly under the New York State Environmental Quality Review Act so as to avoid the segmentation of such actions by the Village Board; and

WHEREAS, the Village Board has determined that it is in the best interest of the residents and property owners of the Village of Pittsford to allow for the comprehensive plan and zoning code update process to come to a full and complete conclusion prior to lifting the Moratorium on Amendments of the Zoning Code and Map of the Village of Pittsford and the Issuance of Specified Special Permits and Other Approvals Pursuant to and as Provided for in the Zoning Code of the Village of Pittsford; and

NOW, THEREFORE, BE IT RESOLVED, the Village Board has determined that an extension of the moratorium term is warranted for all of the reasons stated herein and hereby authorizes a further extension of Local Law X of 2017 for an additional four months so that the controls of such moratorium shall continue through and including September 15, 2019.

EFFECTIVE DATE: This local law shall take effect immediately upon its adoption by the Village Board of the Village of Pittsford and the filing thereof with the New York 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, May 14, 2019 at 7:30 p.m. at 21 North Main Street, Pittsford, New York. The Board will consider the extension a Moratorium on Amendments of the Zoning Code and Map of the Village of Pittsford and the Issuance of Specified Special Permits and Other Approvals Pursuant to and as Provided for in the Zoning 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 inspect between the hours of 8:30 a.m. and 3:30 p.m. Monday through Friday or on the Village website www.villageofpittsford.org.

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

Village Board Meeting
April 16, 2019

Meeting Items
Agenda Item 5

Village Survey

Village Board Meeting
April 16, 2019

Meeting Items
Agenda Item 6

Code Review