

# VILLAGE OF PITTSFORD

SETTLED 1789 • INCORPORATED 1827



## Village of Pittsford Board of Trustees Regular Meeting May 11, 2023, 6:30 PM

### **\*Tentative Agenda\***

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

#### **Meeting Items**

1. Eagle Scout Project
2. GPI Contract
3. Public Hearing – 7 PM
  - Special Permit – 50 State Street, Label 7
  - Local Law - Parking Changes
4. Green Infrastructure RFP
5. Village Hall Infrastructure update

#### **Department Reports**

- Building Inspector Report
- DPW Report
- Treasurer's / Village Clerk Report

#### **Member Items**

#### **Public Comment**

*The next Scheduled Regular Meeting is May 23, 2023, and is Subject to Change Without Notice\**

# Village Board Meeting

Meeting Items  
Agenda Item 1

Eagle Scout Project

# Village Board Meeting

Meeting Items  
Agenda Item 2

GPI Contract

# Village Board Meeting

Meeting Items  
Agenda Item 3

## Public Hearings - 7 PM

- Special Permit – 50 State Street, Label 7
- Local Law – Parking Changes

**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 Thursday, May 11, 2023, at 7 p.m. at 21 North Main Street, Pittsford, New York. The Board will be considering an amendment to the Special Permit application for Label 7, 50 State Street, for a Restaurant.

The public will be able to participate in the public hearing at the Village Hall or via comments submitted through the video conferencing link identified on the Village website and Facebook page.

A copy of the proposed application is on file in the Office of the Village Clerk, where interested parties may inspect between 8:30 a.m. and 3:30 p.m. Monday through Friday or on the Village website [www.villageofpittsford.com](http://www.villageofpittsford.com).

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

APPLICATION TO THE BOARD OF TRUSTEES

SPECIAL PERMIT

VILLAGE OF PITTSFORD

21 NORTH MAIN STREET PITTSFORD, N.Y. 14534

Date: 4/18/23

Fee: \$250.00

Property Address: 50 STATE ST LABEL 7

Tax Account Number: \_\_\_\_\_ Zoning District: \_\_\_\_\_

Owner's Address: 210 Collingsworth Dr 14625 Telephone: 585-224-6223  
BLACKWOOD MGM (OWNERS) : 285 BRICHTON HENRIETTA TOWN LINE RD

Applicant: Ross Muller Telephone: 585-224-6223

Applicant's Address: 210 Collingsworth Dr Rock 14625

Applicant is: Owner Lessee/Tenant Agent Other

If Other, Explain: \_\_\_\_\_

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

ACOUSTIC ONLY MUSIC ON PATIO 5/1/23 - TIL

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

N/A

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

N/A

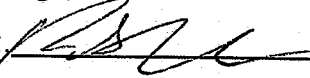
4. Proposed Hours of Operation: 5:30 - 7:30

**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: Ross Mueller

Signature:  Date: 4/13/23

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

Signature:  Date: 4/13/23

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.

**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 Thursday, May 11, at 7:00 p.m. at 21 North Main Street, Pittsford, New York, to consider amending Sections 195-31, 195-32 and 195-33 of the Code of the Village of Pittsford, New York.

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](http://www.villageofpittsford.com).

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



**Village of Pittsford**  
**Local Law No. \_\_\_\_\_ of 2023**

**A Local Law Amending Sections 195-31, 195-32 and 195-33 of the  
Code of the Village of Pittsford**

**Whereas**, as a result of the recent New York State Department of Transportation and the construction of certain portions of New York State Highways located in the Village of Pittsford, it became apparent that certain revisions would be required to Village Code Sections 195-31, 195-32 and 195-33;

**NOW, therefore be it enacted**, that the Village of Pittsford Board of Trustees hereby:

Amends Section 195-31 of the Code of the Village of Pittsford as follows:

Remove:

Name of Street	Side	Location
Monroe Avenue	North	From North Main Street to Village line
Monroe Avenue	South	From 55 west of South Main Street to 265 feet west of South Main Street
North Main Street	East	From State Street to the Village line
North Main Street	West	From Monroe Avenue to the Village line

Add:

Name of Street	Side	Location
Monroe Avenue	North	From the intersection of North Main Street to a point 536 feet west of North Main Street and from a point 886 feet west of North Main Street to the westerly Village line
Monroe Avenue	South	From South Main Street to a point 55 feet west of South Main Street and from a point 73.5 feet west of South Main Street to the eastern street line of Washington Avenue
North Main Street	East	From State Street to a point 99 feet north of Schoen Place; from a point 155 feet north of Schoen Place to a point 311 feet north of Schoen Place; from a point 391 feet north of Schoen Place to a point 504 feet north of Schoen Place; from a point 570 feet north of Schoen Place to the Village line

Name of Street	Side	Location
State Street	North	From North Main Street to a point 89 feet east of North Main Street; from a point 220 feet east of North Main Street to a point 265 feet east of North Main Street; from a point 290 feet east of North Main Street to a point 421 feet east of North Main Street; from a point 602 feet east of North Main Street to the Village line
State Street	South	From South Main Street to a point 252 feet east of North Main Street and from a point 296 feet east of North Main Street to the Village line

Amends Section 195-32 of the Code of the Village of Pittsford as follows:

Remove:

Name of Street	Side	Hours/Days	Location
Monroe Avenue	South	4:00 PM – 6:00 AM/ Monday – Friday	From a point 55 feet west of South Main Street to a point 265 feet west of South Main Street
North Main Street	East	9:00 PM – 7:00 AM/ Monday – Sunday	From a point 99 feet north of Schoen Place to a point 285 feet north of Schoen Place

Add:

Name of Street	Side	Hours/Days	Location
Monroe Avenue	South	4:00 PM – 6:00 PM/ Monday – Friday	From a point 55 feet west of South Main Street to a point 73.5 feet west of South Main Street
North Main Street	East	9:00 PM – 7:00 AM/ Monday – Sunday	From a point 99 feet north of Schoen Place to a point 155 feet north of Schoen Place; from a point 311 feet north of Schoen Place to a point 390 feet north of Schoen Place

Amends Section 195-33 of the Code of the Village of Pittsford as follows:

Remove:

Name of Street	Side	Hours/Days	Location
South Main Street	West	2 HRS: 8:00 AM – 6:00 PM, Except Sundays and Holidays	Between the Lincoln Avenue and Locust Street intersections
State Street	North	1HR: 8:00 AM – 5:00 PM/ Monday – Friday (No Restrictions Other Times)	From a point 95 feet east of South Main Street to a point 220 feet east of South Main Street
State Street	North	2 HRS: 8:00 AM – 6:00 PM/ All, except Sundays and Holidays	From a point 220 feet east of South Main Street and South Street traffic light
State Street	South	2 HRS: 8:00 AM – 6:00 PM/ All, except Sundays and Holidays	From South Main Street to South Street

Add:

Name of Street	Side	Hours/Days	Location
State Street	North	1 HR: 8:00 AM – 5:00 PM/ Monday – Friday (No Restrictions Other Times)	From a point 89 feet east of North Main Street to a point 220 feet east of North Main Street
State Street	North	2 HRS: 8:00 AM – 6:00 PM/ All, except Sundays and Holidays	From a point 220 feet east of North Main Street to a point 265 feet east of North Main Street and from a point 421 feet east of North Main Street to a point 602 feet east of North Main Street
State Street	South	2 HRS: 8:00 AM – 6:00 PM	From a point 252 feet east of South Main Street to a point 296 feet east of South Main Street

**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 4

Green Infrastructure RFP

# Village Board Meeting

Meeting Items  
Agenda Item 5

Village Hall Infrastructure Update

Village Board Meeting

Department Reports

Building Inspector Report

Building Inspector report--04/10/2023 – 05/08/2023

During period issued 10 permits for \$1194.40 in permit fees and \$774,949 in improvements

Worked with residents and businesses for 4 HPB applications: 41 Courtenay – roof, 25 Monroe – porch, 5 Austin - addition, 44 Rand – Deck railings. Information only – 27 W Jefferson - windows

Worked more with two applicants for special permits, site plan, and variances - 8 State Street and 5 State Street both have rescinded their applications.

Investigated several calls from residents regarding a noise issue and clutter within the Village, contacted residents to solve issues. Several calls regarding a driveway modification ensured it is being conducted within the Village code.

Enforcement issue has had progress conducted and needs engineering review.

Have started required fire inspections for businesses for 2023.

More meetings with applicants, Jennifer from Bero, Laura from Bergman, Zack and Scott Harter for code, site plan and building permit issues relating to 75 Monroe.

Inspections – 15 Austin – insulation/electrical, 5 South main – framing and plumbing, 1 Gaskin – roofing final, 15 Elmbrook – deck issues, 7 E. Jefferson circle –insulation, 31 Boughton – issues with masonry for framing, 1 Green Hill – framing and insulation, 7/8/9 Schoen – roofing final, 10 Austin park – framing and insulation, 96 South Main – roofing, 27 Courtenay – roofing and fencing, 31 Lincoln – Roofing, 16 Lincoln – Driveway, 42 N. Main – tenant home issues, 7 East Jefferson Circle – remodeling issues.

Numerous meetings with residents and business owners to discuss concerns and possible projects.

Patrol the Village daily and make numerous stops at sights for activity to verify if permitting is needed.

I have read and processed many emails during this time, researching and answering many questions regarding zoning and Historical preservation requirements to new property owners and tenants. I have sent many response emails. Met with potential buyer for 66 Monroe for site possibilities, answered foil request for the same. Numerous requests for property information for several locations in the Village.

Receive on average 10-12 phone calls per day with questions on zoning, permits, or concerns over village issues.

While touring the village I found two projects this past month that were being done without the proper permitting, both are now permitted.



# Village Board Meeting

## Department Reports

- DPW Report

# Village Board Meeting

## Department Report

### Treasurers / Village Clerk Report

- Bill Pay
- 2023-2024 Tax Warrant
- Letter of Credit
- Bond Payment

# VILLAGE OF PITTSFORD

SETTLED 1789 • INCORPORATED 1827



*Village Hall ca 1855 (remodeled 1937)*

## TAX WARRANT – 2023

To: Dorothea M. Ciccarelli, Collector of Taxes  
Village of Pittsford

You are hereby commanded to receive and collect from the several persons named in the assessment roll, hereunto annexed, the several sums named in the last column thereof opposite their respective names for the following purpose:

<b><u>GENERAL FUND</u></b>	<b><u>\$964,575.16</u></b>
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<b>TOTAL</b>	<b>\$964,575.16</b>
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In witness whereof: The Board of Trustees of said Village of Pittsford has caused these presents to be signed by its Mayor and the Clerk of the said Village, and the seal is hereunto affixed, this 11 day of May 2023.

\_\_\_\_\_  
Alysa S. Plummer, Mayor

ATTEST:

\_\_\_\_\_  
Dorothea M. Ciccarelli, Village Clerk

**LETTER OF CREDIT ESTIMATE**

BME ASSOCIATES  
10 LIFT BRIDGE LANE EAST FAIRPORT, NY 14450

PROJECT:	WESTPORT CROSSING	PROJECT NO:	2240
OWNER:	PITTSFORD CANALSIDE PROPERTIES, LLC	DATE:	MARCH 23, 23
LOCATION:	VILLAGE OF PITTSFORD, NY		

ITEM NO.	DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT PRICE	ESTIMATED AMOUNT
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SECTION A - EROSION

483T.20X30X3	CONSTRUCT AND MAINTAIN 20' X 30' X 3' DEEP SEDIMENTATION BASIN, INC. REMOVAL COMPLETE	1	EA	700.00	700.00
483T.20X35X3	CONSTRUCT AND MAINTAIN 20' X 35' X 3' DEEP SEDIMENTATION BASIN, INC. REMOVAL COMPLETE	3	EA	800.00	2,400.00
483T.30X35X3	CONSTRUCT AND MAINTAIN 30' X 35' X 3' DEEP SEDIMENTATION BASIN, INC. REMOVAL COMPLETE	1	EA	1100.00	1,100.00
484CE	CONSTRUCT AND MAINTAIN CONSTRUCTION ENTRANCE, INC. REMOVAL COMPLETE	1	EA	1500.00	1,500.00
486	INSTALL & MAINTAIN SILT FENCE, INC. REMOVAL COMPLETE	3,200	LF	3.00	9,600.00
487I	INSTALL & MAINTAIN INLET PROTECTION INC. REMOVAL COMPLETE	32	EA	200.00	6,400.00
556T	TEMP. SEEDING AND MULCHING OF ALL DISTURBED AREAS, COMPLETE	7.4	AC	2000.00	14,800.00
					=====
			TOTAL SECTION A		36,500.00

**LETTER OF CREDIT ESTIMATE**

BME ASSOCIATES  
10 LIFT BRIDGE LANE EAST FAIRPORT NY 14450

PROJECT: WESTPORT CROSSING PROJECT NO: 2240

DATE: MARCH 23, 23

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ITEM NO.	DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT PRICE	ESTIMATED AMOUNT
*****	*****	*****	*****	*****	*****

SECTION B - SANITARY SEWER

218.04	4" DIA. SDR-21 SANITARY PVC FORCEMAIN WITH BEDDING AND TRACER WIRE COMPLETE	785	LF	22.00	17,270.00
225F	CONNECT NEW FORCEMAIN TO EXISTING MANHOLE, INC. CORE/BORE AND RECONSTRUCT BENCH AS NECESSARY	1	EA	2500.00	2,500.00
285	SANITARY PUMP STATION, INC. WET WELL VALVE VAULT WITH ALL APPURTENANCES, CONTROL PANEL, GENERATOR, TESTING AND CONCRETE PAD, COMPLETE	1	LS	150,000.00	150,000.00

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TOTAL SECTION B 169,770.00

**LETTER OF CREDIT ESTIMATE**

BME ASSOCIATES  
10 LIFT BRIDGE LANE EAST FAIRPORT NY 14450

PROJECT: WESTPORT CROSSING

PROJECT NO: 2240

DATE: MARCH 23, 23

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ITEM NO.	DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT PRICE	ESTIMATED AMOUNT
*****	*****	*****	*****	*****	*****

SECTION C - CONTINGENCIES AND INSPECTIONS

01	CONTINGENCIES (10 % OF CONSTRUCTION)	1 -----	LS	20627.00 -----	20,627.00 -----
02	CONSTRUCTION OBSERVATION AND INSPECTIONS 20% OF CONSTRUCTION	1 -----	EA	41254.00 -----	41,254.00 -----
					=====
			TOTAL SECTION C		61,881.00

LETTER OF CREDIT ESTIMATE

BME ASSOCIATES  
10 LIFT BRIDGE LANE EAST FAIRPORT NY 14450

PROJECT: WESTPORT CROSSING

PROJECT NO: 2240

DATE: MARCH 23, 23

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SUMMARY

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ESTIMATED  
TOTAL  
AMOUNT  
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SECTION A - EROSION 36,500.00

SECTION B - SANITARY SEWER 169,770.00

CONTINGENCIES AND INSPECTIONS 61,881.00

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TOTAL: \$ 268,151.00

# Village Board Meeting

## Department Reports

## Minutes

Village Budget Workshop Minutes, April 19, 2023