

VILLAGE OF PITTSFORD

SETTLED 1789 • INCORPORATED 1827.



Village Hall ca 1855 (remodeled 1937)

Village of Pittsford Board of Trustees Meeting August 11, 2022, 6:30 PM

Tentative Agenda

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

Department Reports

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

Meeting Items

1. Non-Municipal Permit
 - Pittsford Schools / Homecoming Parade
 - Chabad Lubavitch – Torah Parade and Street Celebration
 - Friends of the Pittsford Community Library
2. American Rescue Funds
3. Code Change Request
4. Hiring of Seasonal Gardner

Member Items

Public Comment

Next Scheduled Meeting –Regular Meeting September 15, 2022,
Notice

*Subject to Change Without

Village Board Meeting

Department Reports

Building Inspector Report

Building Inspector report--7/11/2022- 8/5/2022

During period issued 8 permits for \$985.00 in permit fees and \$119,440.00 in improvements

Worked with residents and businesses for 5 HPB applications: 15 Austin Park – Addition, 4 N. Main – signage, 50 State street – signage, 34 Boughton – rooftop solar, 25 Monroe – window (found changed window, now seeking HPB approval)

Met with Yitzi Hahn to discuss street closing for event on september 11th and through discussion event has been changed to September 18th. Seeking non-municipal for the event.

Finalized paperwork for clean energy community grant and Village has been approved for a \$5,000.00 grant which we should receive shortly. Working on the next phase toward a possible 20k grant.

Worked with 15 Austin for site plan review and needed SEQR documentation

Inspections- 72 State - garage, 19 Boughton – porch stairs, 93 South street – roofing, 78 S. Main – roofing, Sutherland High School – numerous visits to inspect property for training camp shuttle service, Thirsty's – occupancy and annual fire inspection, Aboretum – for unapproved activity, 9 Elmbrook – roofing (no permit), DelMonte – sewer issue, 41 West Jefferson – window (no permit), 16-20 S. Main – generator/pad/fencing, 49 S. Main – front steps (stopped work, got HPB approval), 50 State street – roofing, 10 South street – porch repairs.

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

Conducted Village outfall inspections for our MS4 stormwater requirements

I have read and processed over 350 emails during this time period, researching and answering many questions regarding zoning and Historical preservation requirements to new property owners and tenants. I have sent over 160 response emails.

Repaired the interior door set lock for the Village hall and also found that the air conditioning system for the legion was running continually as it was set at 58, discussed with occupants and will also be continuing to check each Wednesday morning

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 three projects this past month that was being done without the proper permitting , one will be seeking HPB approval and two are now permitted

Village Board Meeting

Department Reports

- DPW Report

Village Board Meeting

Department Report

Treasurers / Village Clerk Report

- Bill Pay
- Code Update Estimate

TO: Dorothea Ciccarelli, Clerk
villageclerk@villageofpittsford.com

FROM: Mary Beth Sullivan, Client Care
MSullivan@generalcode.com

CLIENT: Village of Pittsford, NY
(PI1146)

RE: Supplement No. 2 Estimate

Dear Dorothea,

Thank you for the opportunity to provide an estimate for your current supplementation project. Please review the information below, and then click the appropriate button in the email to indicate if you authorize us to Proceed Now with the supplement or if you would prefer to Wait to Proceed.

Source Files:

We have reviewed 7 pieces of legislation for an update to the Village Code.

Local Law No. 3-2022 does not need to be codified.

For a detailed listing of the included legislation, refer to the Appendix at the end of this estimate.

Adoption date already requested. Waiting for response.

Supplementation:

General Code will codify and supplement the legislation listed above which includes but is not limited to:

- Analysis of the new legislation and proper placement in the Code
- Removal of repealed or superseded provisions
- Updates to the Officials Page, Table of Contents, Disposition List, Appendixes, Index, Histories, Tables, Charts, and other items as necessary
- Review of statutory citations regarding the new legislation
- Any conflicts, inconsistencies, issues or questions identified at this point will be brought to the attention of the municipality for resolution prior to publication
- Insertion of cross reference and editor's notes, as appropriate
- Creation of instruction page for removing and inserting revised Code pages
- Printing of up to 12 sets of supplemental pages
- Update to eCode360

Price:

Between \$2,100.00 and \$2,545.00, which includes shipping and handling.

The final invoice will follow completion of the supplement.

- Any missing legislation received may result in additional costs.
- Any newly adopted legislation received after authorization for this supplement will be held until the next supplement, unless otherwise noted.

Payment Terms:

Available upon request

Authorization:

To authorize the supplement as outlined above, please use the PROCEED NOW button in the original email containing this estimate. This order is subject to General Code's Codification Terms and Conditions, which are available at <https://www.generalcode.com/terms-and-conditions-documents/>.

If you have any questions please feel free to contact me. Otherwise, please respond in our original email as to how you would like us to proceed.

Mary Beth Sullivan, Client Care
MSullivan@generalcode.com

Appendix

Legislation to be included in the code

Legislation Name	Adoption Date
Local Law No. 5-2021	04/27/2021
Local Law No. 6-2021	
Local Law No. 1-2022	01/11/2022
Local Law No. 2-2022	02/10/2022
Local Law No. 4-2022	12/14/2021
Local Law No. 5-2022	12/14/2021
Local Law No. 6-2022	04/29/2022

Legislation that does not need to be codified

Legislation Name	Adoption Date
Local Law No. 3-2022	02/10/2022

Village Board Meeting

Department Reports

Minutes

Village Board Special Meeting, April 26, 2022

Village Board Regular Meeting, April 28, 2022

Village Board Regular Meeting, June 14, 2022

Village Board Special Meeting, June 30, 2022

Village Board Special Meeting, July 12, 2022

Village Board Meeting

Meeting Items

Agenda Item 1

Non – Municipal Agreements

- Pittsford Schools / Homecoming Parade
- Chabad Lubavitch – Torah Parade and Street Celebration
- Friends of Pittsford Community Library



Village of Pittsford Non-Municipal Use Permit Application

Organization: Pittsford Schools / Sutherland High School

Event and Description: 2022 PCSP Homecoming Parade
Starting and ending at Sutherland
High School

Event Date(s): Saturday, October 15, 2022

Event Location: Village of Pittsford / Sutherland High School

Parking Location: Sutherland High School

Estimated Guest Count: ~1,000 in parade + spectators

Organization Contact: Paul Levan

Telephone: (585) 247-3134

E-mail: paul-levan@~~xxxxxx~~pittsford.monroe.edu

Date Request Received: _____

Date Reviewed: _____ Approved

Denied

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. -attached

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.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
10/04/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

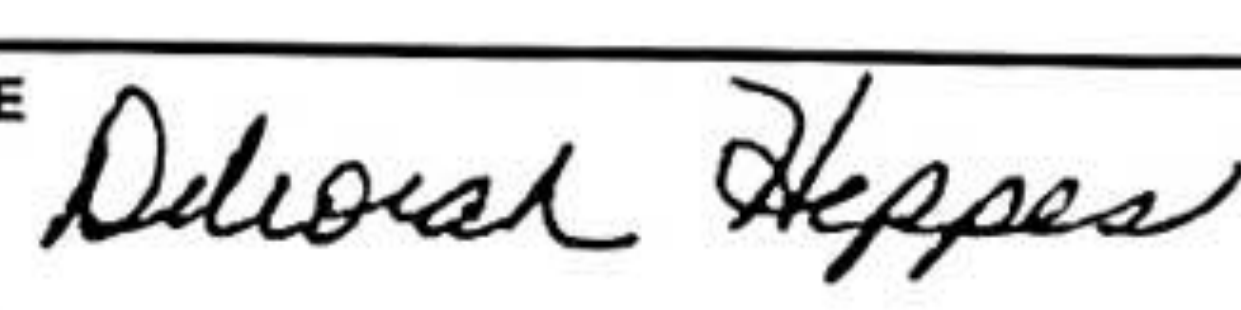
PRODUCER NEW YORK SCHOOLS INSURANCE RECIPROCAL 333 Earle Ovington Blvd. Uniondale NY, 11553	CONTACT NAME: PHONE (A/C, No, Ext): _____ FAX (A/C, No): _____	
	E-MAIL ADDRESS: _____	
INSURED Pittsford CSD 75 Barker Road - East Wing Pittsford, NY 14534	INSURER(S) AFFORDING COVERAGE	
	INSURER A: New York Schools Insurance Reciprocal	NAIC # 34843
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
INSURER F:		

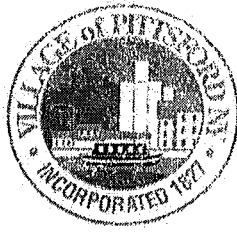
COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	X		SSP PIT 001	10/01/2021	10/01/2022	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE UNLIMITED PRODUCTS - COMP/OP AGG \$1,000,000 \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			ECL PIT 001	10/01/2021	10/01/2022	EACH OCCURRENCE \$10,000,000 AGGREGATE UNLIMITED \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				WC STATUTORY LIMITS OTH-ER E L EACH ACCIDENT \$ E L DISEASE - EA EMPLOYEE \$ E L DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 Certificate Holder is an Additional Insured as per the terms stated on Additional Insured Endorsement CG 20 26 04 13 - use of premises/facilities for the District's Homecoming Parade during the policy period. Insurance is provided on a primary and non-contributory basis as per Additional Endorsement CG 20 26 or equivalent.

CERTIFICATE HOLDER Village of Pittsford 21 North Main Street Pittsford, NY 14534	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 



Village of Pittsford Non-Municipal Use Permit Application

Organization: CHASAD LUBAVITCH OF PITTSFORD INC.

Event and Description: JEWISH STREET CELEBRATION
① TORAH PARADE

Event Date(s): 9/18

Event Location: CHASAD PITTSFORD + NEARBY STREETS

Parking Location: SPIEGEL CENTER

Estimated Guest Count: 150 - 250

Organization Contact: YITZI HEIN

Telephone: 575 286 6147

E-mail: yhein@jewishpittsford.com

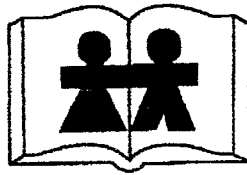
Date Request Received: _____

Date Reviewed: _____ Approved Denied

PARTS OF
WASHINGTON
PAST OF LINCOLN
AVE @ MAIN
MONROE
FOR PARADE
PART

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.



THE FRIENDS OF THE
PITTSFORD COMMUNITY LIBRARY, INC.

August 2, 2022

Mayor Alysa Plummer
Village of Pittsford
21 North Main Street
Pittsford, New York 14534

AUG 5 22 AM '22

Dear Mayor Plummer,

The Friends of the Pittsford Community Library is in planning stages for 2 Book Sales throughout the Fall. The first one will be September 15-17, followed by November 10-12. These sales are not as big as the two large sales we had in previous years, but larger than the mini sales of the past two years during COVID. The committee will continue to work closely with Amanda Madigan to make sure all rules and regulations regarding Covid19 will be followed. We don't make as much money on these sales but the customers like them better.

There will not a banner but there will be a few lawn signs around the village and town on private property announcing a book sale, days, time and where. This saves on having new signs made for each sale. I would like to be able to put the signs out on Tuesday or Wednesday before the sale and take them down on Saturday night. Placement for the signs that involve the village will be on the grass in front of the library, next to the wall coming into the library, by the driveway where the hot dog stand is and at the intersection of Main and Washington. We will do regular advertising for these sales since there is no limit on many customers we can accommodate.

Please let me know if this plan is acceptable to the Village. We hope that by having these sales we can eliminate more of the 400+ boxes of books ready to sell and pave the way for continued donations.

Thank you for your cooperation in advance.

Sincerely,

Margaret Schenkel
Friends of the Pittsford Library

Cc: Amanda Madigan

Village Board Meeting

Meeting Items Agenda Item 2

- American Rescue Funds

Village Board Meeting

Meeting Items Agenda Item 3

- Code Change Request

Dr. Jessica and Mr. Peter Goodman

91 S Main Street
Pittsford, NY

11th July 2022

Board of Trustees

Steven C. Lauth
Building Inspector
Code Enforcement Officer
Fire Marshall Stormwater Management Official
Phone: 585-586-4332
Fax: 585-586-4597
Email: buildinginspector@villageofpittsford.com

Subj: Requesting amendment of Village of Pittsford Code 168-6 (4)

Attachments: Individual Property Historic Resource Documentation Form for
91_South_Main_Street.pdf

Dear Board of Trustees,

This letter is submitted in order to request an amendment of the Village of Pittsford's ("Village") code **§ 168-6 (4)** to expand the material noted in the subsection used for denoting the date of erection and other historic information of homes to include wood, in addition to cast iron. Currently, the subsection states:

Historic signs or tablets and signs denoting only the date of erection and other historic information of homes and buildings. Such signs or tablets shall be made of cast metal. The square footage of such sign shall not exceed four square feet.

We requested amendment of the code to read (changes highlighted for effect):

*Historic signs or tablets and signs denoting only the date of erection and other historic information of homes and buildings. Such signs or tablets shall be made of **either cast metal or wood**. The square footage of such sign shall not exceed four square feet.*

Ultimately, our family's goal is to install a wooden sign on the front of our house at 91 S Main Street, for historic purposes, not dissimilar to the [Historic Pittsford Historic Home Plaques](#) initiative. Below is a depiction of the specific sign which we intend to install to denote "other historic information" as allowed by code.

PARKER JONES HOUSE

As noted in the attachment, the original landowner of the site on which 91 S Main Street sits was a Mr. Henry A. and Mrs. Sarah A. Parker.

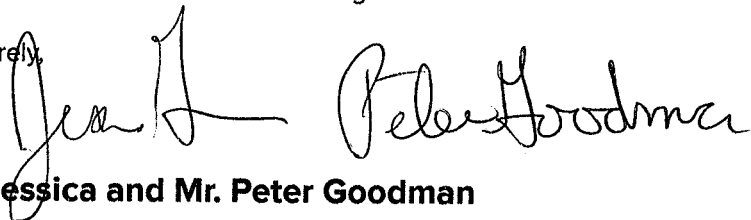
The attachment goes on to note that the succession of ownership following Mr. and Mrs. Parker purchase was by a Mr. Martin B. J and Mrs. Sopha Jones. It is assumed that the Jones' owned the land during which time the original residence was constructed. Records indicate that the original construction occurred in 1896.

We consider the original provenance of the home which we are now proud to be the owners of, of significant consequence, and a key component of historic information relating to the property.

That is why we so strongly request amendment of the Village code to include alternative materials, such as wood, to allow us without delay to tastefully and poignantly display components of historic information on our residence.

Please advise if any further documentation or material is required to fully consider and process this request. If this request will be reviewed at a public hearing, please advise of the date and time as we wish to be in attendance and will be ready to further advocate on our behalf for this change.

Sincerely,



Dr. Jessica and Mr. Peter Goodman

Village Board Meeting

Meeting Items
Agenda Item 4

The hiring of Seasonal Gardner