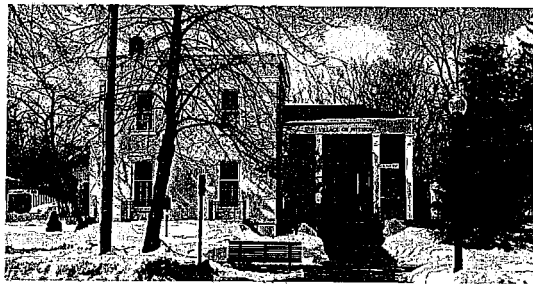


VILLAGE OF PITTSFORD

SETTLED 1789 • INCORPORATED 1827



Village Hall ca 1855 (remodeled 1937)

To: Involved and Interested Agencies
From: Village of Pittsford Board of Trustees
Re: Lead Agency Status (SEQR)
Adoption of an updated Comprehensive Plan, Zoning Code & Subdivision Code
Date: July 16, 2019

Contact Person: Dorothea M. Ciccarelli
Village of Pittsford
21 North Main Street
Pittsford, NY 14534
585-586-4332

The Village Board has determined that a coordinated review of the environmental issues raised by this project is appropriate under the SEQR regulations. Your agency has been identified as an involved or interested agency for this project.

The Village of Pittsford Board of Trustees is seeking lead agency status for the purpose of SEQR compliance. If the Board does not hear from you within the 30-day period from the date of this letter as established by SEQR 617.6, we will assume you have no objection to the Village of Pittsford Board of Trustees having lead agency status. If you would like to streamline this process, please indicate your assent by signing a copy of this letter and returning it to me at the address listed below.

Sincerely,

Dorothea M. Ciccarelli
Village Clerk

To: Village of Pittsford
From: _____

Date: _____

RE: Lead Agency Status: Village of Pittsford Board of Trustees
Approval _____
Disapproval _____ (include reasons)

Signature

Full Environmental Assessment Form
Part 1 - Project and Setting

Instructions for Completing Part 1

Part 1 is to be completed by the applicant or project sponsor. 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; indicate whether missing information does not exist, or is not reasonably available to the sponsor; and, when possible, generally describe work or studies which would be necessary to update or fully develop that information.

Applicants/sponsors must complete all items in Sections A & B. In Sections C, D & E, most items contain an initial question that must be answered either "Yes" or "No". If the answer to the initial question is "Yes", complete the sub-questions that follow. If the answer to the initial question is "No", proceed to the next question. Section F allows the project sponsor to identify and attach any additional information. Section G requires the name and signature of the applicant or project sponsor to verify that the information contained in Part 1 is accurate and complete.

A. Project and Applicant/Sponsor Information.

Name of Action or Project: Adoption of an updated Comprehensive Plan, Zoning Code & Subdivision Code		
Project Location (describe, and attach a general location map): Village of Pittsford, New York		
Brief Description of Proposed Action (include purpose or need): The proposed action includes the adoption of the 2019 Village of Pittsford Comprehensive Plan, Zoning Code (Chapter 210) and Subdivision Code (Chapter 212). These documents articulate the community's current vision, policies, objectives and regulatory requirements that will guide future decisions and investments in the community over the next decade. The purpose of these documents is to preserve the traditional development pattern of the Village while fostering future investment that compliments the community's existing character. As specific projects are proposed, a more detailed SEQR process will be completed for each project as required by New York State Law. In summary, this Plan and code changes will have a positive impact on the community, its facilities and its environment.		
Name of Applicant/Sponsor: Village of Pittsford	Telephone: (585) 586-4332	
	E-Mail: villageofpittsford@villageofpittsford.com	
Address: 21 North Main Street		
City/PO: Pittsford	State: New York	Zip Code: 14534
Project Contact (if not same as sponsor; give name and title/role):	Telephone:	
	E-Mail:	
Address:		
City/PO:	State:	Zip Code:
Property Owner (if not same as sponsor):	Telephone:	
	E-Mail:	
Address:		
City/PO:	State:	Zip Code:

B. Government Approvals

B. Government Approvals, Funding, or Sponsorship. ("Funding" includes grants, loans, tax relief, and any other forms of financial assistance.)

Government Entity	If Yes: Identify Agency and Approval(s) Required	Application Date (Actual or projected)
a. City Council, Town Board, <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No or Village Board of Trustees	Village Board Adoption	Adoption is anticipated by September of 2019
b. City, Town or Village Planning Board or Commission <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	The Planning Board is required to complete a LWRP consistency review	Referral will be initiated in July of 2019
c. City, Town or Village Zoning Board of Appeals <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
d. Other local agencies <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
e. County agencies <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	A referral is required to Monroe County	Referral will be initiated in July of 2019
f. Regional agencies <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
g. State agencies <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
h. Federal agencies <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
i. Coastal Resources.		
i. Is the project site within a Coastal Area, or the waterfront area of a Designated Inland Waterway?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
ii. Is the project site located in a community with an approved Local Waterfront Revitalization Program?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
iii. Is the project site within a Coastal Erosion Hazard Area?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

C. Planning and Zoning

C.1. Planning and zoning actions.

Will administrative or legislative adoption, or amendment of a plan, local law, ordinance, rule or regulation be the only approval(s) which must be granted to enable the proposed action to proceed? ☒ Yes ☐ No

- If Yes, complete sections C, F and G.
- If No, proceed to question C.2 and complete all remaining sections and questions in Part 1

C.2. Adopted land use plans.

a. Do any municipally- adopted (city, town, village or county) comprehensive land use plan(s) include the site where the proposed action would be located? ☒ Yes ☐ No
If Yes, does the comprehensive plan include specific recommendations for the site where the proposed action would be located? ☒ Yes ☐ No

b. Is the site of the proposed action within any local or regional special planning district (for example: Greenway; Brownfield Opportunity Area (BOA); designated State or Federal heritage area; watershed management plan; or other?) ☒ Yes ☐ No

If Yes, identify the plan(s):

Town and Village of Pittsford Local Waterfront Revitalization Program.

c. Is the proposed action located wholly or partially within an area listed in an adopted municipal open space plan, or an adopted municipal farmland protection plan? ☒ Yes ☐ No

If Yes, identify the plan(s):

Town and Village of Pittsford Greenprint Plan. Monroe County Agricultural and Farmland Protection Plan.

C.3. Zoning

a. Is the site of the proposed action located in a municipality with an adopted zoning law or ordinance. ☒ Yes ☐ No
If Yes, what is the zoning classification(s) including any applicable overlay district?

R-1, R-2, R-3, R-4, R-5, B-1, B-1A, B-2, B-3, B-4, M-1, and the Local Waterfront Overlay District. A majority of the Village is also within a National Register Historic District.

b. Is the use permitted or allowed by a special or conditional use permit? ☐ Yes ☒ No

c. Is a zoning change requested as part of the proposed action? ☒ Yes ☐ No
If Yes,

i. What is the proposed new zoning for the site? LDR, MDR, MR, LOR, VGB, VCB, TDD, MU-EC, MU-OF, and OS

C.4. Existing community services.

a. In what school district is the project site located? Pittsford Central School District

b. What police or other public protection forces serve the project site?

Monroe County Sheriff

c. Which fire protection and emergency medical services serve the project site?

Pittsford Volunteer Fire Department and Ambulance Service

d. What parks serve the project site?

Copper Beech Park, Carpenter Park, and Paul M. Spiegel Community Center

D. Project Details

D.1. Proposed and Potential Development

a. What is the general nature of the proposed action (e.g., residential, industrial, commercial, recreational; if mixed, include all components)?

b. a. Total acreage of the site of the proposed action? _____ acres

b. Total acreage to be physically disturbed? _____ acres

c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres

c. Is the proposed action an expansion of an existing project or use? ☐ Yes ☐ No

i. If Yes, what is the approximate percentage of the proposed expansion and identify the units (e.g., acres, miles, housing units, square feet)? % _____ Units: _____

d. Is the proposed action a subdivision, or does it include a subdivision? ☐ Yes ☐ No

If Yes,

i. Purpose or type of subdivision? (e.g., residential, industrial, commercial; if mixed, specify types)

ii. Is a cluster/conservation layout proposed? ☐ Yes ☐ No

iii. Number of lots proposed? _____

iv. Minimum and maximum proposed lot sizes? Minimum _____ Maximum _____

e. Will the proposed action be constructed in multiple phases? ☐ Yes ☐ No

i. If No, anticipated period of construction: _____ months

ii. If Yes:

- Total number of phases anticipated _____

- Anticipated commencement date of phase 1 (including demolition) _____ month _____ year

- Anticipated completion date of final phase _____ month _____ year

- Generally describe connections or relationships among phases, including any contingencies where progress of one phase may determine timing or duration of future phases: _____

f. Does the project include new residential uses? <input type="checkbox"/> Yes <input type="checkbox"/> No				
If Yes, show numbers of units proposed.				
	<u>One Family</u>	<u>Two Family</u>	<u>Three Family</u>	<u>Multiple Family (four or more)</u>
Initial Phase	_____	_____	_____	_____
At completion of all phases	_____	_____	_____	_____

g. Does the proposed action include new non-residential construction (including expansions)? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If Yes,	
i. Total number of structures _____	
ii. Dimensions (in feet) of largest proposed structure: _____ height; _____ width; and _____ length	
iii. Approximate extent of building space to be heated or cooled: _____ square feet	

h. Does the proposed action include construction or other activities that will result in the impoundment of any liquids, such as creation of a water supply, reservoir, pond, lake, waste lagoon or other storage? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If Yes,	
i. Purpose of the impoundment: _____	
ii. If a water impoundment, the principal source of the water: <input type="checkbox"/> Ground water <input type="checkbox"/> Surface water streams <input type="checkbox"/> Other specify: _____	
iii. If other than water, identify the type of impounded/contained liquids and their source. _____	
iv. Approximate size of the proposed impoundment. Volume: _____ million gallons; surface area: _____ acres	
v. Dimensions of the proposed dam or impounding structure: _____ height; _____ length	
vi. Construction method/materials for the proposed dam or impounding structure (e.g., earth fill, rock, wood, concrete): _____	

D.2. Project Operations

a. Does the proposed action include any excavation, mining, or dredging, during construction, operations, or both? (Not including general site preparation, grading or installation of utilities or foundations where all excavated materials will remain onsite) <input type="checkbox"/> Yes <input type="checkbox"/> No	
If Yes:	
i. What is the purpose of the excavation or dredging? _____	
ii. How much material (including rock, earth, sediments, etc.) is proposed to be removed from the site?	
• Volume (specify tons or cubic yards): _____	
• Over what duration of time? _____	
iii. Describe nature and characteristics of materials to be excavated or dredged, and plans to use, manage or dispose of them. _____	
iv. Will there be onsite dewatering or processing of excavated materials? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, describe. _____	
v. What is the total area to be dredged or excavated? _____ acres	
vi. What is the maximum area to be worked at any one time? _____ acres	
vii. What would be the maximum depth of excavation or dredging? _____ feet	
viii. Will the excavation require blasting? <input type="checkbox"/> Yes <input type="checkbox"/> No	
ix. Summarize site reclamation goals and plan: _____	

b. Would the proposed action cause or result in alteration of, increase or decrease in size of, or encroachment into any existing wetland, waterbody, shoreline, beach or adjacent area? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If Yes:	
i. Identify the wetland or waterbody which would be affected (by name, water index number, wetland map number or geographic description): _____	

ii. Describe how the proposed action would affect that waterbody or wetland, e.g. excavation, fill, placement of structures, or alteration of channels, banks and shorelines. Indicate extent of activities, alterations and additions in square feet or acres:

iii. Will the proposed action cause or result in disturbance to bottom sediments? ☐ Yes ☐ No
If Yes, describe: _____

iv. Will the proposed action cause or result in the destruction or removal of aquatic vegetation? ☐ Yes ☐ No
If Yes:

- acres of aquatic vegetation proposed to be removed: _____
- expected acreage of aquatic vegetation remaining after project completion: _____
- purpose of proposed removal (e.g. beach clearing, invasive species control, boat access): _____
- proposed method of plant removal: _____
- if chemical/herbicide treatment will be used, specify product(s): _____

v. Describe any proposed reclamation/mitigation following disturbance: _____

c. Will the proposed action use, or create a new demand for water? ☐ Yes ☐ No
If Yes:

i. Total anticipated water usage/demand per day: _____ gallons/day

ii. Will the proposed action obtain water from an existing public water supply? ☐ Yes ☐ No
If Yes:

- Name of district or service area: _____
- Does the existing public water supply have capacity to serve the proposal? ☐ Yes ☐ No
- Is the project site in the existing district? ☐ Yes ☐ No
- Is expansion of the district needed? ☐ Yes ☐ No
- Do existing lines serve the project site? ☐ Yes ☐ No

iii. Will line extension within an existing district be necessary to supply the project? ☐ Yes ☐ No
If Yes:

- Describe extensions or capacity expansions proposed to serve this project: _____
- Source(s) of supply for the district: _____

iv. Is a new water supply district or service area proposed to be formed to serve the project site? ☐ Yes ☐ No
If Yes:

- Applicant/sponsor for new district: _____
- Date application submitted or anticipated: _____
- Proposed source(s) of supply for new district: _____

v. If a public water supply will not be used, describe plans to provide water supply for the project: _____

vi. If water supply will be from wells (public or private), what is the maximum pumping capacity: _____ gallons/minute.

d. Will the proposed action generate liquid wastes? ☐ Yes ☐ No
If Yes:

i. Total anticipated liquid waste generation per day: _____ gallons/day

ii. Nature of liquid wastes to be generated (e.g., sanitary wastewater, industrial; if combination, describe all components and approximate volumes or proportions of each): _____

iii. Will the proposed action use any existing public wastewater treatment facilities? ☐ Yes ☐ No
If Yes:

- Name of wastewater treatment plant to be used: _____
- Name of district: _____
- Does the existing wastewater treatment plant have capacity to serve the project? ☐ Yes ☐ No
- Is the project site in the existing district? ☐ Yes ☐ No
- Is expansion of the district needed? ☐ Yes ☐ No

<ul style="list-style-type: none"> • Do existing sewer lines serve the project site? _____ • Will a line extension within an existing district be necessary to serve the project? _____ <p>If Yes:</p> <ul style="list-style-type: none"> • Describe extensions or capacity expansions proposed to serve this project: _____ 	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No
iv. Will a new wastewater (sewage) treatment district be formed to serve the project site? _____	
If Yes: <ul style="list-style-type: none"> • Applicant/sponsor for new district: _____ • Date application submitted or anticipated: _____ • What is the receiving water for the wastewater discharge? _____ 	
v. If public facilities will not be used, describe plans to provide wastewater treatment for the project, including specifying proposed receiving water (name and classification if surface discharge or describe subsurface disposal plans): _____	
vi. Describe any plans or designs to capture, recycle or reuse liquid waste: _____	
e. Will the proposed action disturb more than one acre and create stormwater runoff, either from new point sources (i.e. ditches, pipes, swales, curbs, gutters or other concentrated flows of stormwater) or non-point source (i.e. sheet flow) during construction or post construction? _____	
If Yes: <ul style="list-style-type: none"> i. How much impervious surface will the project create in relation to total size of project parcel? _____ Square feet or _____ acres (impervious surface) _____ Square feet or _____ acres (parcel size) ii. Describe types of new point sources. _____ 	
iii. Where will the stormwater runoff be directed (i.e. on-site stormwater management facility/structures, adjacent properties, groundwater, on-site surface water or off-site surface waters)? _____	
<ul style="list-style-type: none"> • If to surface waters, identify receiving water bodies or wetlands: _____ 	
<ul style="list-style-type: none"> • Will stormwater runoff flow to adjacent properties? _____ 	
iv. Does the proposed plan minimize impervious surfaces, use pervious materials or collect and re-use stormwater? _____	
f. Does the proposed action include, or will it use on-site, one or more sources of air emissions, including fuel combustion, waste incineration, or other processes or operations? _____	
If Yes, identify: <ul style="list-style-type: none"> i. Mobile sources during project operations (e.g., heavy equipment, fleet or delivery vehicles) _____ ii. Stationary sources during construction (e.g., power generation, structural heating, batch plant, crushers) _____ iii. Stationary sources during operations (e.g., process emissions, large boilers, electric generation) _____ 	
g. Will any air emission sources named in D.2.f (above), require a NY State Air Registration, Air Facility Permit, or Federal Clean Air Act Title IV or Title V Permit? _____	
If Yes: <ul style="list-style-type: none"> i. Is the project site located in an Air quality non-attainment area? (Area routinely or periodically fails to meet ambient air quality standards for all or some parts of the year) _____ ii. In addition to emissions as calculated in the application, the project will generate: <ul style="list-style-type: none"> • _____ Tons/year (short tons) of Carbon Dioxide (CO₂) • _____ Tons/year (short tons) of Nitrous Oxide (N₂O) • _____ Tons/year (short tons) of Perfluorocarbons (PFCs) • _____ Tons/year (short tons) of Sulfur Hexafluoride (SF₆) • _____ Tons/year (short tons) of Carbon Dioxide equivalent of Hydrofluorocarbons (HFCs) • _____ Tons/year (short tons) of Hazardous Air Pollutants (HAPs) 	

<p>h. Will the proposed action generate or emit methane (including, but not limited to, sewage treatment plants, landfills, composting facilities)? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If Yes:</p> <p>i. Estimate methane generation in tons/year (metric): _____</p> <p>ii. Describe any methane capture, control or elimination measures included in project design (e.g., combustion to generate heat or electricity, flaring): _____</p>			
<p>i. Will the proposed action result in the release of air pollutants from open-air operations or processes, such as quarry or landfill operations? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If Yes: Describe operations and nature of emissions (e.g., diesel exhaust, rock particulates/dust): _____</p>			
<p>j. Will the proposed action result in a substantial increase in traffic above present levels or generate substantial new demand for transportation facilities or services? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If Yes:</p> <p>i. When is the peak traffic expected (Check all that apply): <input type="checkbox"/> Morning <input type="checkbox"/> Evening <input type="checkbox"/> Weekend <input type="checkbox"/> Randomly between hours of _____ to _____.</p> <p>ii. For commercial activities only, projected number of truck trips/day and type (e.g., semi trailers and dump trucks): _____</p> <p>iii. Parking spaces: Existing _____ Proposed _____ Net increase/decrease _____</p> <p>iv. Does the proposed action include any shared use parking? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>v. If the proposed action includes any modification of existing roads, creation of new roads or change in existing access, describe: _____</p> <p>vi. Are public/private transportation service(s) or facilities available within ½ mile of the proposed site? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>vii. Will the proposed action include access to public transportation or accommodations for use of hybrid, electric or other alternative fueled vehicles? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>viii. Will the proposed action include plans for pedestrian or bicycle accommodations for connections to existing pedestrian or bicycle routes? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>			
<p>k. Will the proposed action (for commercial or industrial projects only) generate new or additional demand for energy? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If Yes:</p> <p>i. Estimate annual electricity demand during operation of the proposed action: _____</p> <p>ii. Anticipated sources/suppliers of electricity for the project (e.g., on-site combustion, on-site renewable, via grid/local utility, or other): _____</p> <p>iii. Will the proposed action require a new, or an upgrade, to an existing substation? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>			
<p>l. Hours of operation. Answer all items which apply.</p> <table style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <p>i. During Construction:</p> <ul style="list-style-type: none"> • Monday - Friday: _____ • Saturday: _____ • Sunday: _____ • Holidays: _____ </td> <td style="width: 50%; vertical-align: top;"> <p>ii. During Operations:</p> <ul style="list-style-type: none"> • Monday - Friday: _____ • Saturday: _____ • Sunday: _____ • Holidays: _____ </td> </tr> </table>		<p>i. During Construction:</p> <ul style="list-style-type: none"> • Monday - Friday: _____ • Saturday: _____ • Sunday: _____ • Holidays: _____ 	<p>ii. During Operations:</p> <ul style="list-style-type: none"> • Monday - Friday: _____ • Saturday: _____ • Sunday: _____ • Holidays: _____
<p>i. During Construction:</p> <ul style="list-style-type: none"> • Monday - Friday: _____ • Saturday: _____ • Sunday: _____ • Holidays: _____ 	<p>ii. During Operations:</p> <ul style="list-style-type: none"> • Monday - Friday: _____ • Saturday: _____ • Sunday: _____ • Holidays: _____ 		

<p>m. Will the proposed action produce noise that will exceed existing ambient noise levels during construction, operation, or both? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes:</p> <p>i. Provide details including sources, time of day and duration:</p> <p>_____</p>	
<p>ii. Will the proposed action remove existing natural barriers that could act as a noise barrier or screen? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Describe: _____</p>	
<p>n. Will the proposed action have outdoor lighting? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes:</p> <p>i. Describe source(s), location(s), height of fixture(s), direction/aim, and proximity to nearest occupied structures:</p> <p>_____</p>	
<p>ii. Will proposed action remove existing natural barriers that could act as a light barrier or screen? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Describe: _____</p>	
<p>o. Does the proposed action have the potential to produce odors for more than one hour per day? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If Yes, describe possible sources, potential frequency and duration of odor emissions, and proximity to nearest occupied structures: _____</p> <p>_____</p>	
<p>p. Will the proposed action include any bulk storage of petroleum (combined capacity of over 1,100 gallons) or chemical products 185 gallons in above ground storage or any amount in underground storage? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If Yes:</p> <p>i. Product(s) to be stored _____</p> <p>ii. Volume(s) _____ per unit time _____ (e.g., month, year)</p> <p>iii. Generally, describe the proposed storage facilities: _____</p>	
<p>q. Will the proposed action (commercial, industrial and recreational projects only) use pesticides (i.e., herbicides, insecticides) during construction or operation? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If Yes:</p> <p>i. Describe proposed treatment(s):</p> <p>_____</p> <p>_____</p>	
<p>ii. Will the proposed action use Integrated Pest Management Practices? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>	
<p>r. Will the proposed action (commercial or industrial projects only) involve or require the management or disposal of solid waste (excluding hazardous materials)? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If Yes:</p> <p>i. Describe any solid waste(s) to be generated during construction or operation of the facility:</p> <ul style="list-style-type: none"> • Construction: _____ tons per _____ (unit of time) • Operation : _____ tons per _____ (unit of time) <p>ii. Describe any proposals for on-site minimization, recycling or reuse of materials to avoid disposal as solid waste:</p> <ul style="list-style-type: none"> • Construction: _____ • Operation: _____ <p>iii. Proposed disposal methods/facilities for solid waste generated on-site:</p> <ul style="list-style-type: none"> • Construction: _____ • Operation: _____ 	

s. Does the proposed action include construction or modification of a solid waste management facility? ☐ Yes ☐ No

If Yes:

i. Type of management or handling of waste proposed for the site (e.g., recycling or transfer station, composting, landfill, or other disposal activities): _____

ii. Anticipated rate of disposal/processing:

- _____ Tons/month, if transfer or other non-combustion/thermal treatment, or
- _____ Tons/hour, if combustion or thermal treatment

iii. If landfill, anticipated site life: _____ years

t. Will the proposed action at the site involve the commercial generation, treatment, storage, or disposal of hazardous waste? ☐ Yes ☐ No

If Yes:

i. Name(s) of all hazardous wastes or constituents to be generated, handled or managed at facility: _____

ii. Generally describe processes or activities involving hazardous wastes or constituents: _____

iii. Specify amount to be handled or generated _____ tons/month

iv. Describe any proposals for on-site minimization, recycling or reuse of hazardous constituents: _____

v. Will any hazardous wastes be disposed at an existing offsite hazardous waste facility? ☐ Yes ☐ No

If Yes: provide name and location of facility: _____

If No: describe proposed management of any hazardous wastes which will not be sent to a hazardous waste facility: _____

E. Site and Setting of Proposed Action

E.1. Land uses on and surrounding the project site

a. Existing land uses.

i. Check all uses that occur on, adjoining and near the project site.

☐ Urban ☐ Industrial ☐ Commercial ☐ Residential (suburban) ☐ Rural (non-farm)

☐ Forest ☐ Agriculture ☐ Aquatic ☐ Other (specify): _____

ii. If mix of uses, generally describe: _____

b. Land uses and covertypes on the project site.

Land use or Covertype	Current Acreage	Acreage After Project Completion	Change (Acres +/-)
• Roads, buildings, and other paved or impervious surfaces			
• Forested			
• Meadows, grasslands or brushlands (non-agricultural, including abandoned agricultural)			
• Agricultural (includes active orchards, field, greenhouse etc.)			
• Surface water features (lakes, ponds, streams, rivers, etc.)			
• Wetlands (freshwater or tidal)			
• Non-vegetated (bare rock, earth or fill)			
• Other Describe: _____			

<p>c. Is the project site presently used by members of the community for public recreation? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><i>i. If Yes: explain:</i> _____</p>	
<p>d. Are there any facilities serving children, the elderly, people with disabilities (e.g., schools, hospitals, licensed day care centers, or group homes) within 1500 feet of the project site? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If Yes,</p> <p><i>i. Identify Facilities:</i></p> <p>_____</p> <p>_____</p>	
<p>e. Does the project site contain an existing dam? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If Yes:</p> <p><i>i. Dimensions of the dam and impoundment:</i></p> <ul style="list-style-type: none"> • Dam height: _____ feet • Dam length: _____ feet • Surface area: _____ acres • Volume impounded: _____ gallons OR acre-feet <p><i>ii. Dam's existing hazard classification:</i> _____</p> <p><i>iii. Provide date and summarize results of last inspection:</i></p> <p>_____</p> <p>_____</p>	
<p>f. Has the project site ever been used as a municipal, commercial or industrial solid waste management facility, or does the project site adjoin property which is now, or was at one time, used as a solid waste management facility? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If Yes:</p> <p><i>i. Has the facility been formally closed?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <ul style="list-style-type: none"> • If yes, cite sources/documentation: _____ <p><i>ii. Describe the location of the project site relative to the boundaries of the solid waste management facility:</i></p> <p>_____</p> <p>_____</p> <p><i>iii. Describe any development constraints due to the prior solid waste activities:</i> _____</p> <p>_____</p>	
<p>g. Have hazardous wastes been generated, treated and/or disposed of at the site, or does the project site adjoin property which is now or was at one time used to commercially treat, store and/or dispose of hazardous waste? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If Yes:</p> <p><i>i. Describe waste(s) handled and waste management activities, including approximate time when activities occurred:</i></p> <p>_____</p> <p>_____</p>	
<p>h. Potential contamination history. Has there been a reported spill at the proposed project site, or have any remedial actions been conducted at or adjacent to the proposed site? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If Yes:</p> <p><i>i. Is any portion of the site listed on the NYSDEC Spills Incidents database or Environmental Site Remediation database? Check all that apply:</i> <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p><input type="checkbox"/> Yes – Spills Incidents database</p> <p><input type="checkbox"/> Yes – Environmental Site Remediation database</p> <p><input type="checkbox"/> Neither database</p> </div> <div style="width: 45%;"> <p>Provide DEC ID number(s): _____</p> <p>Provide DEC ID number(s): _____</p> </div> </div> <p><i>ii. If site has been subject of RCRA corrective activities, describe control measures:</i> _____</p> <p>_____</p> <p><i>iii. Is the project within 2000 feet of any site in the NYSDEC Environmental Site Remediation database?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, provide DEC ID number(s): _____</p> <p><i>iv. If yes to (i), (ii) or (iii) above, describe current status of site(s):</i></p> <p>_____</p> <p>_____</p>	

v. Is the project site subject to an institutional control limiting property uses? <input type="checkbox"/> Yes <input type="checkbox"/> No	
<ul style="list-style-type: none"> • If yes, DEC site ID number: _____ • Describe the type of institutional control (e.g., deed restriction or easement): _____ • Describe any use limitations: _____ • Describe any engineering controls: _____ • Will the project affect the institutional or engineering controls in place? <input type="checkbox"/> Yes <input type="checkbox"/> No • Explain: _____ 	
E.2. Natural Resources On or Near Project Site	
a. What is the average depth to bedrock on the project site? _____ feet	
b. Are there bedrock outcroppings on the project site? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, what proportion of the site is comprised of bedrock outcroppings? _____ %	
c. Predominant soil type(s) present on project site: _____ % _____ % _____ %	
d. What is the average depth to the water table on the project site? Average: _____ feet	
e. Drainage status of project site soils: <input type="checkbox"/> Well Drained: _____ % of site <input type="checkbox"/> Moderately Well Drained: _____ % of site <input type="checkbox"/> Poorly Drained: _____ % of site	
f. Approximate proportion of proposed action site with slopes: <input type="checkbox"/> 0-10%: _____ % of site <input type="checkbox"/> 10-15%: _____ % of site <input type="checkbox"/> 15% or greater: _____ % of site	
g. Are there any unique geologic features on the project site? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, describe: _____	
h. Surface water features.	
i. Does any portion of the project site contain wetlands or other waterbodies (including streams, rivers, ponds or lakes)? <input type="checkbox"/> Yes <input type="checkbox"/> No	
ii. Do any wetlands or other waterbodies adjoin the project site? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If Yes to either <i>i</i> or <i>ii</i> , continue. If No, skip to E.2.i.	
iii. Are any of the wetlands or waterbodies within or adjoining the project site regulated by any federal, state or local agency? <input type="checkbox"/> Yes <input type="checkbox"/> No	
iv. For each identified regulated wetland and waterbody on the project site, provide the following information:	
<ul style="list-style-type: none"> • Streams: Name _____ Classification _____ • Lakes or Ponds: Name _____ Classification _____ • Wetlands: Name _____ Approximate Size _____ • Wetland No. (if regulated by DEC) _____ 	
v. Are any of the above water bodies listed in the most recent compilation of NYS water quality-impaired waterbodies? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, name of impaired water body/bodies and basis for listing as impaired: _____	
i. Is the project site in a designated Floodway? <input type="checkbox"/> Yes <input type="checkbox"/> No	
j. Is the project site in the 100-year Floodplain? <input type="checkbox"/> Yes <input type="checkbox"/> No	
k. Is the project site in the 500-year Floodplain? <input type="checkbox"/> Yes <input type="checkbox"/> No	
l. Is the project site located over, or immediately adjoining, a primary, principal or sole source aquifer? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If Yes:	
i. Name of aquifer: _____	

<p>m. Identify the predominant wildlife species that occupy or use the project site:</p> <p>_____</p> <p>_____</p> <p>_____</p>	
<p>n. Does the project site contain a designated significant natural community? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If Yes:</p> <p>i. Describe the habitat/community (composition, function, and basis for designation): _____</p> <p>_____</p> <p>ii. Source(s) of description or evaluation: _____</p> <p>iii. Extent of community/habitat:</p> <ul style="list-style-type: none"> • Currently: _____ acres • Following completion of project as proposed: _____ acres • Gain or loss (indicate + or -): _____ acres 	
<p>o. Does project site contain any species of plant or animal that is listed by the federal government or NYS as endangered or threatened, or does it contain any areas identified as habitat for an endangered or threatened species? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If Yes:</p> <p>i. Species and listing (endangered or threatened): _____</p> <p>_____</p> <p>_____</p>	
<p>p. Does the project site contain any species of plant or animal that is listed by NYS as rare, or as a species of special concern? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If Yes:</p> <p>i. Species and listing: _____</p> <p>_____</p> <p>_____</p>	
<p>q. Is the project site or adjoining area currently used for hunting, trapping, fishing or shell fishing? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, give a brief description of how the proposed action may affect that use: _____</p> <p>_____</p>	
<p>E.3. Designated Public Resources On or Near Project Site</p>	
<p>a. Is the project site, or any portion of it, located in a designated agricultural district certified pursuant to Agriculture and Markets Law, Article 25-AA, Section 303 and 304? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If Yes, provide county plus district name/number: _____</p>	
<p>b. Are agricultural lands consisting of highly productive soils present? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>i. If Yes: acreage(s) on project site? _____</p> <p>ii. Source(s) of soil rating(s): _____</p>	
<p>c. Does the project site contain all or part of, or is it substantially contiguous to, a registered National Natural Landmark? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If Yes:</p> <p>i. Nature of the natural landmark: <input type="checkbox"/> Biological Community <input type="checkbox"/> Geological Feature</p> <p>ii. Provide brief description of landmark, including values behind designation and approximate size/extent: _____</p> <p>_____</p> <p>_____</p>	
<p>d. Is the project site located in or does it adjoin a state listed Critical Environmental Area? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If Yes:</p> <p>i. CEA name: _____</p> <p>ii. Basis for designation: _____</p> <p>iii. Designating agency and date: _____</p>	

TOWN AND VILLAGE OF PITTSFORD WATERFRONT REVITALIZATION PROGRAM (LWRP)

Coastal Assessment Form (CAF)

A. INSTRUCTIONS (please print or type all answers):

1. Applicants or, in the case of direct actions, town and/or village agencies, shall complete this CAF for proposed actions which are subject to the LWRP consistency review law of the municipality wherein the action is proposed. This assessment is intended to supplement other information used by an agency in making a determination of consistency with the Town and Village of Pittsford Joint Local Waterfront Revitalization Program.
2. Before answering the questions in Section C, the preparer of this form should review the policies and explanations of policy contained in the Town and Village of Pittsford Joint Local Waterfront Revitalization Program (LWRP), a copy of which is on file in the Town's Department of Public Works office or in the Village Clerk's office. A proposed action should be evaluated as to its significant beneficial and adverse effects upon the waterfront area.
3. If any question in Section C on this form is answered "yes", then the proposed action may affect the achievement of the LWRP policy standards and principles, as well as conditions contained in the consistency review law. Thus, the action should be analyzed in more detail and, if necessary, modified prior to making a determination that an action is consistent to the maximum extent practicable with the LWRP policy standards and conditions. If an action cannot be certified as consistent with the LWRP policy standards and conditions, it shall not be undertaken.

B. DESCRIPTION OF SITE AND PROPOSED ACTION

1. Type of Town/Village agency action (check appropriate response):
 - ☒ a. Directly undertaken (e.g. capital construction, planning activity, agency regulation, land transaction)
 - ☐ b. Financial assistance (e.g. grant, loan, subsidy)
 - ☐ c. Permit, approval, license, certification
 - ☐ d. Agency undertaking action:
2. Describe Nature and Extent of Action: **Adoption of an Update to the existing Comprehensive Plan of the Village of Pittsford**

3. Location of Action: **The entire corporate limits of the Village of Pittsford**
4. Street or Site Description: **N/A**
- Site is Located in: (circle one) Town Village Both
- a. Size of Site:
- b. Present Land Use:
5. Present Zoning Classification(s): **C Current Zoning Map of the Village of Pittsford**
6. Describe any Unique or Unusual Land Forms on the Project Site (i.e. bluffs, ground depressions, other geological formations): **N/A**
7. Percentage of site which contains slopes of 15% or greater: **Less than 5%**
8. Streams, Ponds or Wetlands Existing Within or Contiguous to the Project Area:
- a. Name **Wetlands, Rand Creek, Holly Creek and Various Ponds**
- b. Size (in acres) **Respectively: 2 acres, 3/4-mile in length, 1/4-mile in length, various shapes and sizes**
9. If an Application for the Proposed Action has been filed with the Town/Village Agency, the following information shall be provided **N/A**
- a. Name of Applicant
- b. Mailing Address
- c. Telephone Number: Area Code ()
- d. Application Number, if any:
10. Will the Action be Directly Undertaken, Require Funding, or Approval by a State or Federal Agency? Yes No
- ☐ ☒
- If yes, which State or Federal Agency?
11. Will Action Require Consistency Review of:
- (choose one) ☐ Town ☒ Village ☐ Both

C. WATERFRONT ASSESSMENT (Check either “yes” or “no” for each of the following questions)

1.	Will the Proposed Action have a Significant Effect Upon:	YES	NO
a.	Commercial or recreational use of fish and wildlife resources?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b.	Scenic quality of the waterfront environment?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c.	Development of future, or existing water dependent uses?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d.	Stability of the shoreline?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e.	Surface of groundwater quality?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
f.	Existing or potential public recreation opportunities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
g.	Structures, sites or district of historic, archeological or cultural significance to the Town, Village, State or Nation?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	See attached		
2.	Will Proposed Action Involve or Result in any of the following:	YES	NO
a.	Physical alteration of land along the shoreline, land under water or coastal waters?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b.	Physical alteration of two (2) acres or more land located elsewhere in the waterfront area?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c.	Expansion of existing public services or infrastructure in underdeveloped or low density areas of the waterfront area?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d.	Energy facility not subject to Article VII or VIII of the Public Service Law?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e.	Mining, excavation, filling or dredging?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
f.	Reduction of existing or potential public access to or along the shore?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
g.	Sale or change in use of publicly-owned lands located on the shoreline or under water?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

i.	Development on a natural feature that provides protection against flooding or erosion?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
j.	Diminished surface or groundwater quality?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
k.	Removal of ground cover from the site?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3.	Project None of the sub-paragraphs are applicable	YES	NO
a.	If project is to be located adjacent to shore:		
	(1) Will water-related recreation be provided?	<input type="checkbox"/>	<input type="checkbox"/>
	(2) Will public access to the shoreline be provided?	<input type="checkbox"/>	<input type="checkbox"/>
	(3) Does the project require a waterfront site?	<input type="checkbox"/>	<input type="checkbox"/>
	(4) Will it supplant a recreational or maritime use?	<input type="checkbox"/>	<input type="checkbox"/>
	(5) Do essential public services and facilities presently exist at or near the site?	<input type="checkbox"/>	<input type="checkbox"/>
	(6) Is it located in a flood prone area?	<input type="checkbox"/>	<input type="checkbox"/>
	(7) Is it located in an area of high erosion?	<input type="checkbox"/>	<input type="checkbox"/>
b.	If the project site is publicly owned:		
	(1) Will the project protect, maintain and/or increase the level and types of public access to water-related recreation resources and facilities?	<input type="checkbox"/>	<input type="checkbox"/>
	(2) If located in the foreshore, will access to those and adjacent lands be provided?	<input type="checkbox"/>	<input type="checkbox"/>
	(3) Will it involve the siting and construction of major energy facilities?	<input type="checkbox"/>	<input type="checkbox"/>
	(4) Will it involve the discharge or effluents from major steam electric generating and industrial facilities into a waterway?	<input type="checkbox"/>	<input type="checkbox"/>

- | | | | |
|----|---|--------------------------|--------------------------|
| c. | Is the project site presently used by the community as an open space or recreation area? | <input type="checkbox"/> | <input type="checkbox"/> |
| d. | Does the present site offer or include scenic views or vistas known to be important to the community? | <input type="checkbox"/> | <input type="checkbox"/> |
| e. | Will the surface area of any waterways or wetland areas be increased or decreased by the proposal? | <input type="checkbox"/> | <input type="checkbox"/> |
| f. | Will the project involve any waste discharges? | <input type="checkbox"/> | <input type="checkbox"/> |
| g. | Does the project involve transport, storage, treatment or disposal of solid waste or hazardous material? | <input type="checkbox"/> | <input type="checkbox"/> |
| h. | Does the project involve shipment or storage of petroleum products? | <input type="checkbox"/> | <input type="checkbox"/> |
| i. | Does the project involve discharge of toxics, hazardous substances or other pollutants? | <input type="checkbox"/> | <input type="checkbox"/> |
| j. | Will the project affect any area designated as a freshwater wetland? | <input type="checkbox"/> | <input type="checkbox"/> |
| k. | Will the project alter drainage flow, patterns or surface water runoff on or from the site? | <input type="checkbox"/> | <input type="checkbox"/> |
| l. | Will best management practices be utilized to control storm water runoff into waterways? | <input type="checkbox"/> | <input type="checkbox"/> |
| m. | Will the project cause emissions which exceed federal or State air quality standards or generate significant amounts of nitrates or sulfates? | <input type="checkbox"/> | <input type="checkbox"/> |

D. REMARKS OR ADDITIONAL INFORMATION (Add any additional sheets necessary to complete this form.) **See attached**

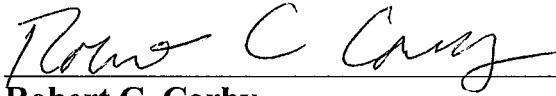
If assistance or further information is needed to complete this form, depending on project location, please contact:

Village of Pittsford Village Clerk's office at (585) 586-4332

Preparer's Name: **Board of Trustees of the Village of Pittsford**

Telephone Number: **(585) 586-4332**

Address: **21 N. Main Street, Pittsford, New York 14534**

By: 
Robert C. Corby
Mayor, Village of Pittsford

Date: 7/11/19

ADDENDUM

Questions C.1. b., c., f. and g., were answered in the affirmative. This is because the adoption of the Update to the Comprehensive Plan may result in a significant effect with regard to those questions. It should be noted, however, that because of the nature of the Update to the Comprehensive Plan and the work that went into such Update, any effects will be positive for the Village of Pittsford and its residents.

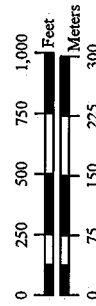


ZONING DISTRICT MAP

Village of Pittsford

Monroe County, New York

- R-1 Residence District
 - R-2 Residence District
 - R-3 Residence District
 - R-4 Residence District
 - R-5 Residence District
 - B-1 Retail Business District
 - B-1A Special Historic Business District
 - B-2 General Business District
 - B-3 Special Business District
 - B-4 Canal Waterfront Business District
 - M-1 Light Industrial District
 - LWOD Local Waterfront Overlay District
 - National Register District
 - Performance Zoning Overlay District
- School
 - Real Property Parcel Boundary
 - State Road
 - County Road
 - Local Road
 - Private Road
 - Railroad
 - Municipal Boundary
 - Water



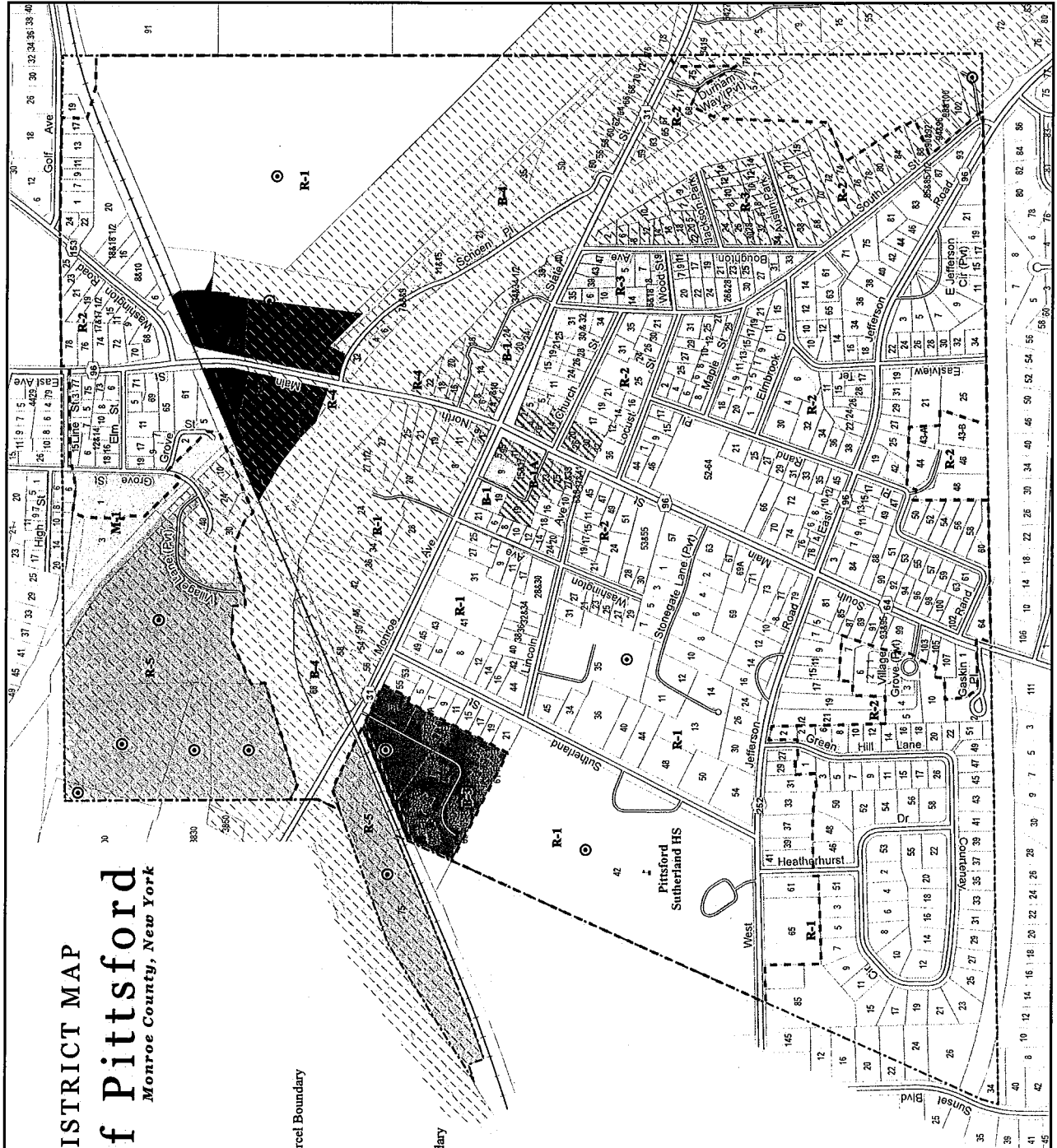
1 inch = 500 feet
Intended print size: 11"x17"W



Map Sources:
Village of Pittsford, April 2017
Town of Pittsford GIS, October 2017
Monroe County Real Property Tax Service, July 2017
U.S. Geological Survey, 2010

The information depicted on this map is representational and should be used for general reference purposes only. No warranty, expressed or implied, is provided for the data or its use in interpretation.

Town of Pittsford, GIS
November 1, 2017



PRESERVING OUR PAST. ENVISIONING OUR FUTURE.

Pittsford Village 2019 Comprehensive Plan



VILLAGE OF
PITTSFORD NEW YORK

DRAFT JULY 2019

Community planning, according to the American Planning Association, is “a process that seeks to engage all members of the community to create a more prosperous, convenient, equitable, healthy, and attractive place for present and future generations.” One of the fundamental responsibilities of local government is to plan for future growth and development of the community. The guidance document that results from this planning process is...

the comprehensive plan.

ACKNOWLEDGMENTS

VILLAGE BOARD

- ▶ Robert Corby, Mayor
- ▶ Lili Lanphear, Deputy Mayor
- ▶ Frank Galusha, Trustee
- ▶ Dan Keating, Trustee
- ▶ Renee Stetzer, Trustee

This Pittsford Village 2019 Comprehensive Plan is indebted to the work of previous planning efforts spanning many years. The Village thanks those community members and municipal representatives who were involved in those prior efforts as well as the most recent 2019 Comprehensive Steering Committee members. Integrating invaluable previous work will ensure that good ideas from the past remain vibrant and informative for Pittsford Village in years to come.

COMPREHENSIVE PLAN TEAM

- ▶ Molly Bates
- ▶ Peter Brizee
- ▶ Peggy Caraberis Brizee
- ▶ Robert Corby
- ▶ Tom Cummings, Chair
- ▶ Carri Degenhardt
- ▶ David Ferris
- ▶ Brooke Fossey, Vice Chair
- ▶ Susan Lhota
- ▶ Ken Morrow
- ▶ Art Pires
- ▶ Alys Plummer
- ▶ Janet Reynolds
- ▶ Bonnie Salem
- ▶ Jo Anne Shannon
- ▶ Suzanne Shaw
- ▶ William Smith, Town Supervisor
- ▶ Amy Vliestra



Comprehensive Plan Preparation, Barton & Loguidice,
Rochester (NY) Planning Office



Schoen Place/Northfield Common Concept Plan
Preparation, Plan Architectural Studio

PHOTO CREDITS:

Special thanks to all who contributed the photos contained in this Plan. Contributors are listed below in the order by which they appear:

- ▶ Members of the Steering Committee
- ▶ Barton & Loguidice
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- ▶ Democrat & Chronicle
- ▶ Railroad Inn, Cooperstown NY
- ▶ John Kucko
- ▶ Marinas.com

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PROLOGUE

At JFK International Airport, a traveler from Pittsford Village hurried to catch his flight. Suddenly he stopped as he caught sight of a large New York State tourism display featuring a familiar view from our village's Main Street bridge. The Sam Patch was underway on the Erie Canal. The historic architecture of Schoen Place formed a charming backdrop for people enjoying the canal trail on a sunny day. "This summer, cruise through history," reads the headline. The tagline: "It's here. It's only here."

New York State created the ad to promote the entire Erie Canal, of course, not specifically Pittsford. Still, the photo was selected because our village offers an iconic and rare view of the canal as it flows through an intact, historical setting.

The unexpected glimpse of our tiny village, in the midst of one of the world's busiest airports, compelled the traveler to momentarily pause and reflect on the uniqueness of his hometown. His experience was similar to that of a community coming together to draft a comprehensive plan. The process demands a pause, a fresh look, a renewed vision for the future, as well as a renewed appreciation for the vision of community leaders in the past.

Fifty years ago, Andrew Wolfe, a founder of Historic Pittsford and champion of citizen involvement in issues that affect our natural and built environments, introduced a Plan for Pittsford. As he put it, the plan's goal was "to preserve the village's individual charm and atmosphere, its quiet, and its greenness."

In updating the most recent plan we, the Steering Committee, are building on the work of all those community leaders who came before us. This plan, together with the new Village Zoning Code that it informs, is the result of hours of listening, learning, engaging, and collaborating.

The Steering Committee would like to thank the residents, business leaders, government officials, and all participants who came together to imagine a future that preserves and builds upon all the best qualities of our village.

— Pittsford Village 2019 Comprehensive Plan Steering Committee



INTRODUCTION

Pittsford Village has a long and successful track record of planning for its future. Of the many plans and studies undertaken by the Village, one key document is the Comprehensive Plan, which was last updated in 2002. Given the history of development pressures as well as economic and societal changes over the last 17 years, a revision to the 2002 Comprehensive Plan was necessary to ensure it most accurately reflects Pittsford Village's current conditions and community values.

A Comprehensive Plan Steering Committee was charged with overseeing the update process. The goal of the committee was to develop a plan building upon the Village's previous successes while capitalizing on resident engagement as well as business and local development interests. The Village Board then incorporates input from this planning process to inform proposed amendments to the Village's zoning code.

In the summer of 2017, a Comprehensive Plan Steering Committee was formed to revise the 2002 Comprehensive Plan. This team consisted of representatives from the Village Board, residents, and business owners. Several members of this team previously contributed to drafting the Village's 2002 Plan.

In June 2018, the Village Trustees, utilizing the momentum of the Comprehensive Plan Steering Committee, concurrently undertook updating the Village Zoning Code (Chapter 210). Although a significant undertaking, the Trustees recognized the importance of not only having an updated Comprehensive Plan, but also clear, consistent land use regulations implementing the updated Plan's recommendations. This next section provides further background regarding the planning process.

COMPREHENSIVE PLAN OVERVIEW

PLAN PURPOSE

According to Section 7-722 of NYS Village Law, the purpose of a comprehensive plan is to:

“Identify the goals, objectives, principles, guidelines, policies, standards, devices and instruments for the immediate and long-range protection, enhancement, growth and development of a village.”

In other words, a comprehensive plan provides an overall framework for future public and private investment in a community. It accomplishes this by articulating an overall vision for the Village as well as a means to achieve that vision.

PLAN APPLICABILITY

Once completed, a Comprehensive Plan directly or indirectly informs a number of municipal functions and initiatives. These include, but are not limited to:

GRANT ACQUISITIONS

Federal, state, and local funding opportunities have been increasingly tied to a community's Comprehensive Plan. An updated Plan can help provide a more competitive edge in any grant application process.



ZONING, SUBDIVISION, & LAND DEVELOPMENT

A Comprehensive Plan can help determine future regulatory changes in a municipality. Over time, regulatory tools such as zoning and design standards should be brought into conformance with the Comprehensive Plan.

BUDGETING & CAPITAL IMPROVEMENT PLANNING

The Comprehensive Plan is a tool to help develop a municipality's annual budget. Projects and programs contained in the Plan are often included in the budgeting process to ensure the community's priorities are being addressed.

CULTURAL & ECONOMIC DEVELOPMENT EFFORTS

An increasing number of municipalities are undertaking more non-traditional efforts to foster community vitality. Examples include the creation of arts and cultural venues and programming as well as economic development initiatives.

PLANNING PROCESS TIMELINE

The planning process of this Plan is outlined below:

Summer 2017	Project Kick-Off
Fall 2017	Steering Committee Research, Walking Tours
Winter 2018	Village Business Roundtable Meetings
Spring 2018	Community Forum Speaker Series
June 2018	Consultants Engaged
June 2018	Public Workshop
August 2018	Draft Community Profile
November 2018	Draft Vision & Policy Framework
December 2018	Draft Schoen Place Subarea Plan
December 2018	Public Meeting
December 2018	Work-in-Progress Display at Library
February 2019	Draft Community Enhancement Strategy
April 2019	Preliminary Plan
June 2019	Community Open House
July 2019	Draft Plan & SEQR Review
September 2019	Public Hearing & Plan Adoption

PLANNING HORIZON

The planning horizon is the length of time a plan is considered relevant and representative of the community's goals. The planning horizon for this Comprehensive Plan is 10 years, or to 2029. It is recommended, however, the information contained in this plan be reviewed and updated by the Village on a regular basis or as conditions in the community change.

COMMONLY USED ACRONYMS

There are numerous agencies, organizations, and planning references used throughout this document. The following list provides the acronyms for commonly used names and titles:

- ▶ ACS: American Community Survey
- ▶ ADU: Accessory Dwelling Unit
- ▶ CCA: Community Choice Aggregation
- ▶ CEO: Code Enforcement Officer
- ▶ CES: Community Enhancement Strategy
- ▶ DEC: Department of Environmental Conservation
- ▶ DOT: Department of Transportation
- ▶ DPW: Department of Public Works
- ▶ GTC: Genesee Transportation Council
- ▶ HPB: Historic Preservation Board
- ▶ NYSERDA: New York State Energy Research & Development Authority
- ▶ MC: Monroe County
- ▶ NPS: National Parks Service
- ▶ NYS: New York State
- ▶ PB: Planning Board
- ▶ SEQRA: State Environmental Quality Review Act
- ▶ SIS: Secretary of Interior's Standards
- ▶ US: United States
- ▶ ZBA: Zoning Board of Appeals

PUBLIC INPUT SUMMARY

PUBLIC WORKSHOP – JUNE 16, 2018

Saturday, June 16th Pittsford Village held its first public meeting of the 2019 Comprehensive Plan and Zoning Code Updates. Approximately 54 stakeholders were in attendance, including Steering Committee members, elected officials, Village residents, business and property owners, and Town residents.

Mayor Robert Corby kicked-off the workshop with a brief overview of the Village's history and reasoning for the Plan and Code updates. He introduced members of the consultant team from Steinmetz Planning Group (now Barton & Loguidice), PLAN Architectural Studio, and Clark Patterson Lee. The consultant team introduced the basics of planning and zoning to the attendees. They also provided an overview of the proposed project scope and process citing relevant Village data and trends. A brief historic preservation and design primer followed presented by the consultant team's design professionals.

After the presentations, attendees were divided into five groups and asked to participate in a visioning session. Participants were grouped around aerial maps of the Village to give input regarding future development priorities. The sessions concluded with each group sharing its results.

A complete summary of all comments and feedback obtained at the public meetings is provided in the Appendix.



PUBLIC MEETING – DECEMBER 1, 2018

On December 1st Pittsford Village held its second public meeting of the 2019 Comprehensive Plan and Zoning Code Update. Approximately 35 stakeholders were in attendance, including Steering Committee members, elected officials, Village residents, business and property owners, and Town residents. A brief presentation introduced attendees to the Plan's vision and policy framework. Six "character areas" within the Village were identified as having unique qualities distinguishing them from other Village areas.

Following the presentation, attendees were encouraged to participate in an open house. Draft vision and policy boards were provided for their review. Each board included a draft policy statement, objectives, and list of action items. Attendees were asked to comment on and prioritize the items by voting. The results of this exercise may be found in the Public Input Summary document of the Appendix..

In addition to vision and policy displays, stations were placed around the room describing each of the six "character areas". The displays noted existing plan recommendations and identified current zoning of each area. Attendees were asked to provide feedback as to whether existing plans and zoning were consistent with their vision for the area. Participants also identified potential desirable or undesirable uses and forms of investment for each area. Comments were categorized according to village or town residency or non-residency.



On December 14th the Comprehensive Plan Steering Committee displayed the results of the Open House at the Pittsford Community Library to provide additional time for public review. Approximately 60 visitors viewed and commented on the work in progress.

PITTSFORD VILLAGE RESIDENT SURVEY

In addition to the public engagement events held throughout this planning process, a survey regarding community preferences was distributed to all Pittsford Village residents in the Winter of 2019. The objective of the survey was to learn more about the thoughts and opinions of residents on services provided by the Village, as well as important issues facing the Village. Approximately 250 residents completed this survey.

Although not directly related to the Comprehensive Planning effort, many of the questions included in the survey helped to inform many elements of the plan. Some of the most pertinent questions have been highlighted in the Parks and Open Spaces and Mixed Use Canalfront character areas of the Community Enhancement Strategy.

A more comprehensive overview of survey results may be found in the Appendix and on the [Village's website](#). It should be noted, however, that some responses add up to more than 100%, as respondents were permitted to select more than one option.

PUBLIC OPEN HOUSE & PUBLIC HEARING – JUNE 24, 2019

TBD

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COMMUNITY PROFILE

The following summary contains key demographic data and trends for Pittsford Village based on information made available by the US Census, American Community Survey, and the Genesee/Finger Lakes Regional Planning Commission. This data represents a snapshot of existing population, housing, and economic conditions within the community of Pittsford intended to shape future decision-making and policy by the Village.

Unless otherwise noted, Town of Pittsford data is exclusive of the Village. Where possible, Village data has been subtracted from Town data to present each community's trends independently of each other. For example, the 2017 American Community Survey population estimate for the Town was reported at 29,507; but in this report note that the estimate is 27,808 (the Town population minus the Village's 1,699 estimate).

DEMOGRAPHICS

LOCATION

In addition to the City of Rochester, there are 19 towns and 10 villages within Monroe County (MC) in New York State. Of these communities, the Village of Pittsford is smallest by size of population (1,355 residents in 2010) and land area (0.7 square miles). The Village of Pittsford is located wholly within the Town of the same name in the southeastern area of MC. Figure 1 to the left indicates the general location of all the villages in MC with stars. Pittsford Village is highlighted with a blue star.

ECONOMIC TRENDS

As noted in the 2002 Comprehensive Plan, **Pittsford is a highly educated, affluent community**. The 2015 ACS indicates the percentage of Village residents 25 years of age or older with a bachelor's degree or higher, is more than double that of Monroe County overall - - 75% and 36% respectively.

This high rate of educational attainment translates to a higher average household income for the Village relative to the county. The 2015 ACS estimates 23% of Village households earned more than \$150,000 annually, compared to 9% of MC households. The 2015 ACS indicates the median household income values of the Town (\$103,546) and Village (\$84,135) are significantly higher than that of MC at \$52,553.

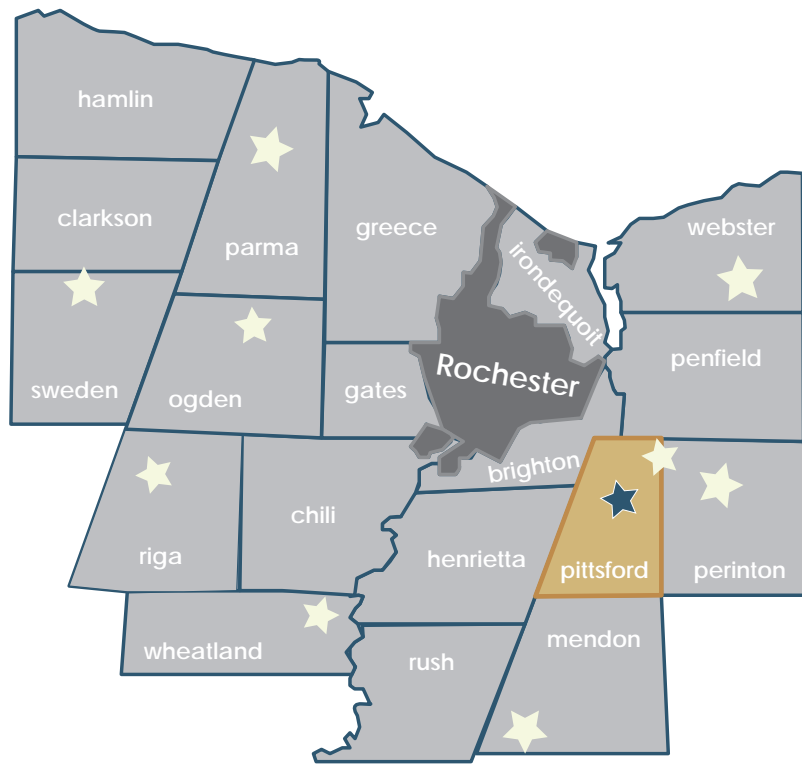


Figure 1. Map of Monroe County Towns & Villages (B&L, 2018)

Land Area..... 0.7 sq. mi

2000 Population..... 1,418

2010 Population..... 1,355

Median Age..... 44.4

Median Income..... \$84,135

Pittsford Village at a Glance

Despite these statistics, lower income households are present within Pittsford. In fact, 16% of Village households earn less than \$35,000 per year and roughly 4% of residents are living below the federal poverty level which is defined as approximately \$25,000 in annual income for a family of four.

POPULATION TRENDS

US Decennial Census records indicate Pittsford Village has seen little to no change in population between 1970 and 2010 (see Figure 2). The number of residents in the Town and Village has remained stable. This general stability in population is most likely due to the fact that the Village’s housing stock has been essentially built out since the late-mid 20th century, as well as the consistent decline in average household size since the beginning of the 20th century.

Comparatively, the Town and County have experienced more significant population growth over the last few decades. From 2000 to 2010, the Town was the fifth fastest growing community in the County at a population growth rate of 8%, just behind that of Webster (12%), Clarkson (11%), Mendon (9%), and Henrietta (9%).

Given past trends, it is anticipated that **Pittsford Village’s population will remain relatively stable**. However, because the currently population is small, a single new residential development could have a significant impact on Village growth in the future.

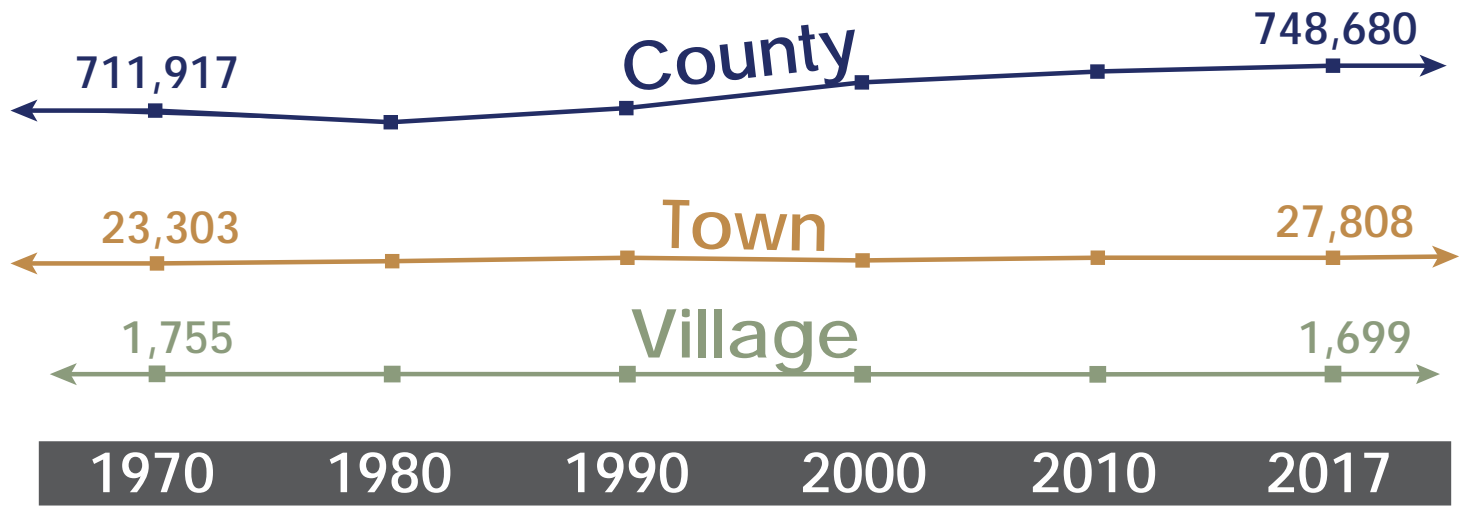
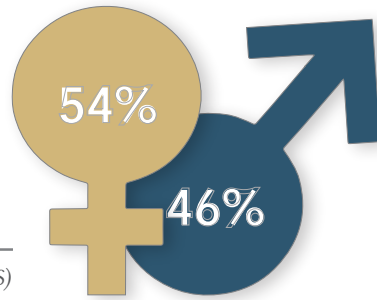


Figure 2. Population Trends for Monroe County & the Town & Pittsford Village (US Census, 2017 ACS)

Pittsford Village has a ratio of 54% female residents relative to 46% male residents, slightly higher than MC (See Figure 3).

Figure 3. 2017 Village Population by Gender (2017 ACS)



As shown in Figure 4 below the median, the median age of Village residents has increased from 39 to 46 years over the last two decades. This indicates an aging local population, consistent with current national population growth trends.

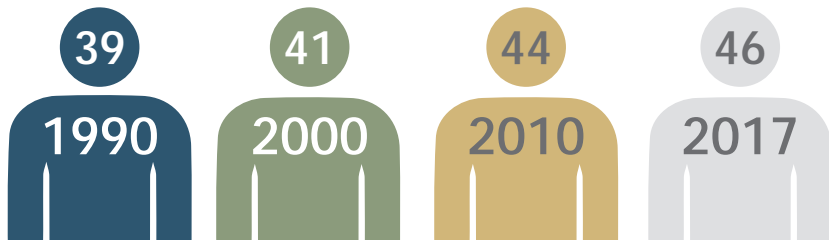


Figure 4. Trends in Village Median Age (US Census, 2017 ACS)

The largest age group in the Village is comprised of residents between 35 and 54, followed by residents less than 20 years of age. Together these age groups are generally considered to represent families with school-aged children, indicating that families make up a majority of Village residents. Seniors (65+) currently comprise 16% of Pittsford Village's population (see Figure 6 at right).

Age groups that grew the most between 2010 and 2017 are 20 to 34 year olds and 55 to 64 year olds. (see Figure 5 below).

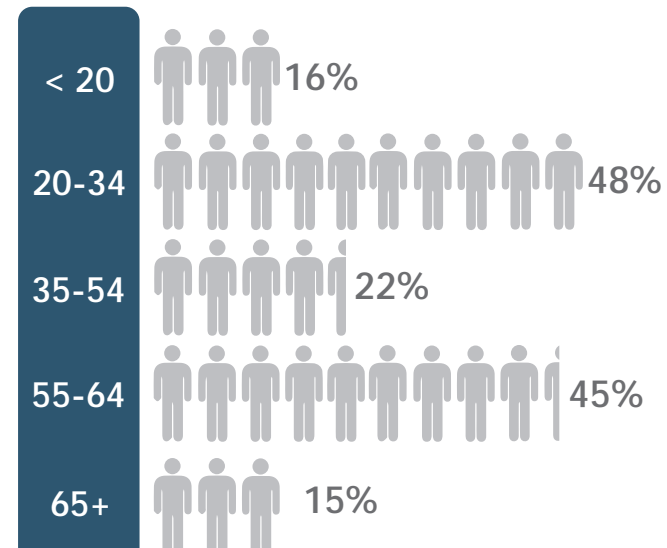


Figure 5. 2010 to 2017 Village Population Change by Age Group (US Census, 2017 ACS)

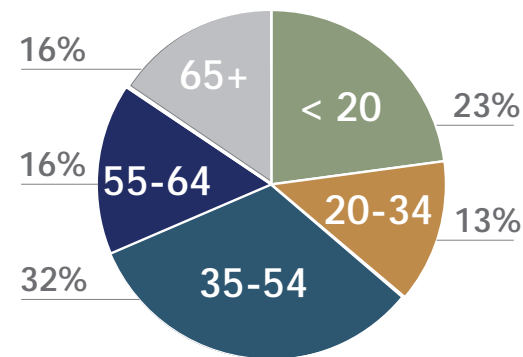


Figure 6. 2017 Village Population by Age Group (2017 ACS)

Out of 100 Village Workers.....



*1 resident took an alternative form of transportation such as a taxi or motorcycle.

Figure 7. Means of Transportation to Work (2017 ACS)

LIVE/WORK TRENDS

Pittsford Village has approximately 800 working residents who commute daily. A vast majority of Village residents drive to work alone with fewer than 10% taking alternative modes of transportation. According to the 2017 ACS, no Village residents' bike to work. Figure 7 above shows the breakdown of commuting choices.

While the 2017 ACS reports 9% of employed Village residents, 25 years or older, work from home it is presumed by resident testimony and Village records this number is likely to be much higher.

The Village's traffic concerns are largely created by the 20,000 vehicles traveling into and through the Village each day significantly contributing to local congestion. This level of traffic also impacts potential pedestrian and bicyclist conflicts.

HISTORIC HOME TRENDS

Pittsford Village is known for its charming traditional character, with pedestrian-scaled streets and numerous examples of period architecture. Accordingly, it has the **highest percentage of homes** of all the villages in Monroe County built prior to 1939 (see Figure 8). The Pittsford Village Historic District has been listed on the National Register of Historic Places (NRHP) since 1984. The district was further expanded in 2016 including nearly the entire village with more than 120 properties. This rich architectural character is source of pride for the Village. Preservation of historic building stock, adaptive re-use and small-scale compatible development remains a top priority for the community.

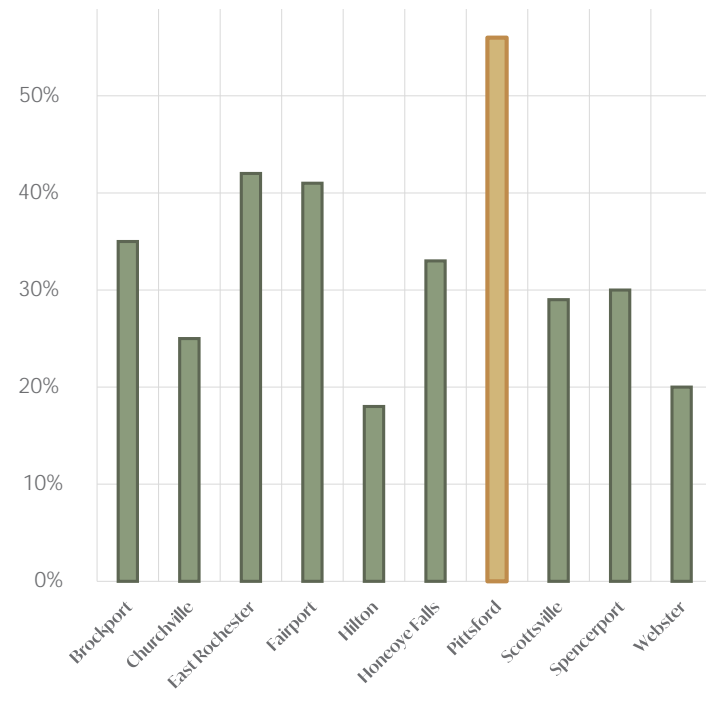


Figure 8. Share of Homes Built Before 1939 (2017 ACS)

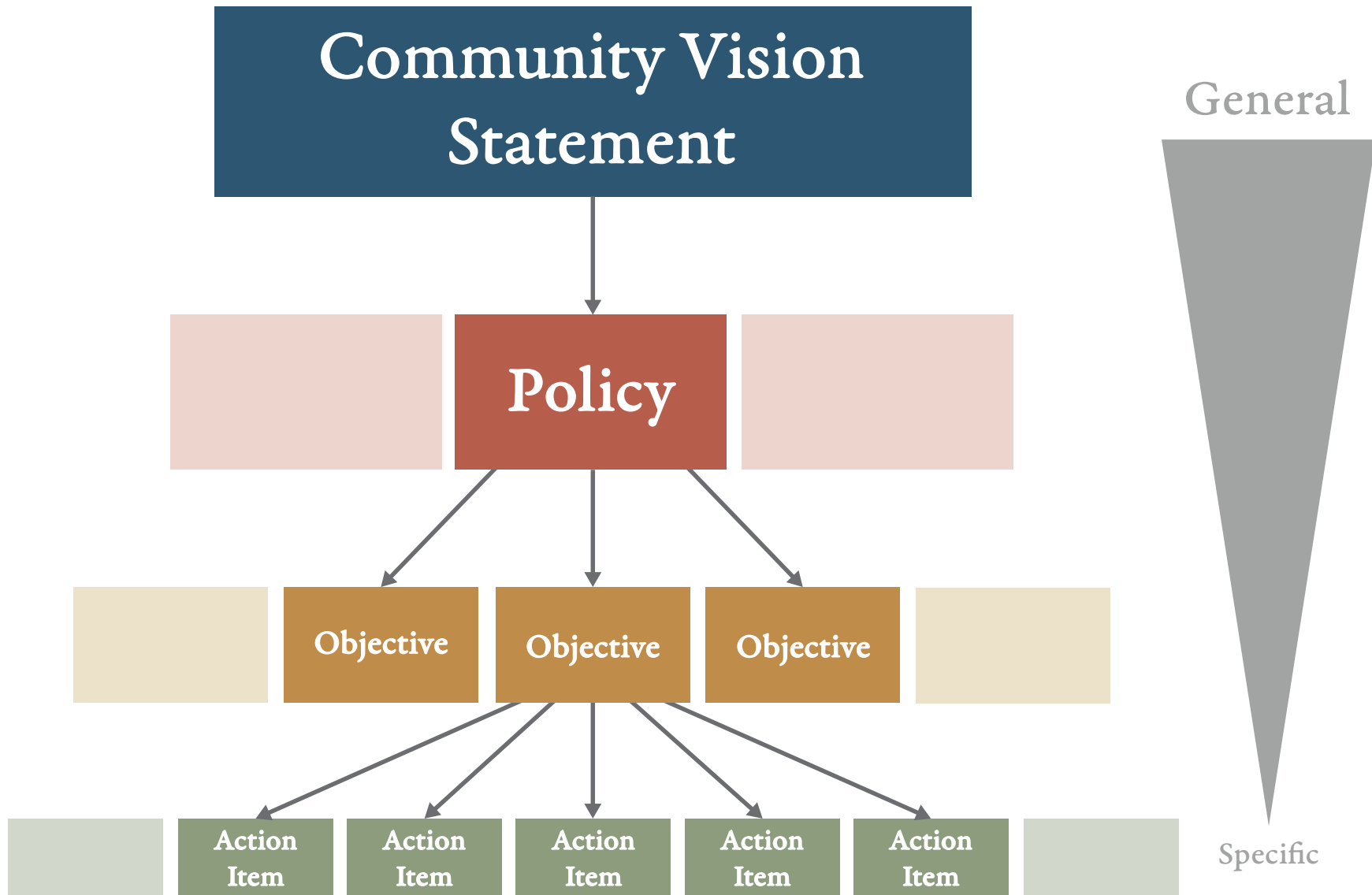


POLICY FRAMEWORK

Pittsford Village strives to provide a full range of services to its residents and to share its unique quality of life with the Town, its partners, and visitors. The Village takes pride in its historic character as it remains the most original intact canal port in the state along the Erie Canal. This historic community tells the story of an era of nation-building incorporating a strong agricultural legacy, the development of one of the country's most ambitiously engineered waterways, and the expansion of the railway system to the West.

The Plan's policy framework reflects a deep understanding of the Village's role as the heart of the broader community. Arguably it is the Town's most important asset, too, as it is the "seat" of government for both municipalities as well as the focal point for cultural and social interaction for the entire community.

This plan was not created in a vacuum. Recognizing the importance of inter-governmental collaboration, as well as citizen engagement, the following framework identifies the need for continued cooperation among community leaders, agencies, and residents to successfully launch future initiatives. When successfully implemented, this policy framework will ensure the viability of Pittsford Village for years to come.



POLICY FRAMEWORK OVERVIEW

The purpose of this framework is to provide a future-oriented guide for elected officials, local leaders, residents, business owners, and other stakeholders. It is a basis to achieve the Village's overall vision and for sound decision-making. The Plan provides a role for citizen engagement to create positive change as well as to maintain the assets, resources and values of the community. A successful Comprehensive Plan should address short and long-term needs of a community with varying levels of detail. The Pittsford Village 2019 Comprehensive Plan includes the following elements:

VISION

A vision is a general statement that describes the policies of the Village towards which all actions are aimed. It derives from villagers' aspirations for a quality community-based lifestyle. Ideally, the vision contained in this Plan should provide guidance for a 10-year horizon. As conditions change over this 10-year time frame, the plan may be amended accordingly.

POLICY

A general statement of a future condition towards which actions of a narrower scope, are aimed. It supports the vision by addressing a particular area or issue within the community. Ideally, policies in this plan should also be useful for the 10-year horizon. As conditions change over this time frame, the policies may be amended accordingly.

OBJECTIVE

A statement of a measurable activity to be accomplished in pursuit of a policy; it refers to a specific aspiration which is reasonably attainable. Some objectives may already be undertaken by the Village even though they are included in the Plan.

ACTION ITEM

A specific proposal to accomplish an objective; it can take the form of a plan, project, program, or Village Board action. The lifespan of an action can be immediate or vary from one to 10 years, depending on the item.



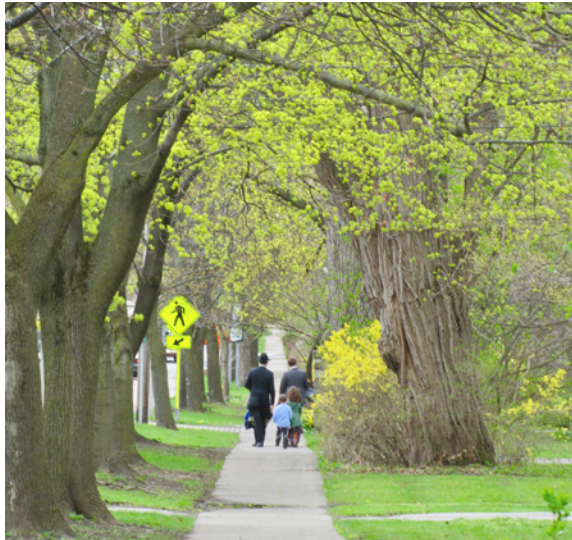
HISTORIC CHARACTER & CULTURE



NEIGHBORHOOD, ECONOMIC & CIVIC LIFE



COMMUNITY OF DIVERSE, ENGAGED CITIZENS



WALKABLE, CONNECTED NEIGHBORHOODS & STREETS



CHAMPION OF SUSTAINABLE PRACTICES



COLLABORATIVE LOCAL GOVERNMENT

OUR COMMUNITY VISION

Driven by commercial opportunities created by the Erie Canal, Pittsford Village was formally established in 1827 serving as the center of civic and economic activity. Today our Village continues to be identified as the heart of the greater Pittsford community. It provides a mix of goods and services as well as opportunities for social engagement and entertainment for residents and visitors. We take great pride in our history and community character, and seek to enhance our quality of life by furthering the Village's role as a...

- ▶ Village of Historic Character & Culture;
- ▶ Focal Point for Neighborhood, Economic, & Civic Life;
- ▶ Community of Diverse, Engaged Citizens;
- ▶ Network of Walkable, Connected Neighborhoods & Streets;
- ▶ Champion of Sustainable Practices; and
- ▶ Collaborative Local Government.



HISTORIC CHARACTER & CULTURE

POLICY STATEMENT

As the oldest village in Monroe County, we greatly value our historic village character and period architecture. The preservation and enhancement of these assets remains a priority regarding future public and private investment opportunities. We continue to respect our past and maintain a high level of architectural integrity, while incorporating new technologies and accommodating modern needs. Our status as a Historic District will continue to guide our philosophy of growth through preservation and rehabilitation.

OBJECTIVES

- A. Promote the benefits of the Village's Certified Local Government status, local Historic District, and recognition on the National and State Historic Registers.
- B. Highlight the importance and value of the Village's history by preserving historic buildings.
- C. Ensure future development and investment is compatible with the Village's historic character.

Historic Character & Culture

A. Promote the benefits of the Village's Certified Local Government status, local Historic District, and recognition on the National and State Historic Registers.

Action Item	Timeframe	Local Partners	VB Action
1. Provide residents and property owners information online, in print, or events regarding the following: <ul style="list-style-type: none"> - State and Federal Tax Credit Programs - SHPO and CLG Grant Programs - CLG Training Opportunities, Technical Assistance, and Legal Advice 	Ongoing (Proposed)	Village Historian, HPB, Historic Pittsford, Landmark Society, SHPO	No

B. Highlight the importance and value of the Village's history by preserving historic buildings.

Action Item	Timeframe	Local Partners	VB Action
1. Promote educational opportunities highlighting the Village's history and the significance of historic preservation. Inform residents regarding stewardship of residential and municipal historic properties.	Ongoing (Existing)	Village Historian, HPB, Historic Pittsford, Town	No
2. Develop a signage program providing information about historic buildings and neighborhoods that contribute to the Village's connectivity and character.	0-2 Years	Village Historian, HPB, Historic Pittsford, DPW	Yes
3. Install plaques identifying the original use of properties to promote awareness of a building's historic significance.	0-2 Years	Village Historian, HPB, Historic Pittsford	Yes
4. Install signs at major Village gateways identifying the "Pittsford Village National Historic District."	0-2 Years	Town, DPW, HPB	Yes

Historic Character & Culture

C. Ensure future development and investment is compatible with the Village's historic character.

Action Item	Timeframe	Local Partners	VB Action
1. Utilize development review processes to ensure historically appropriate infill projects.	Ongoing (Existing)	Clerks, CEO, HPB, PB/ZBA, Village Attorney	Yes
2. Inform residents and property owners of historic development standards and required approvals for redevelopment and investment.	Ongoing (Proposed)	Clerks, CEO, HPB, PB/ZBA	Yes
3. Continue to enforce the Village's Building and Design Standards and Secretary of Interior's Standards into the zoning code and development review processes.	0-2 Years	CEO, HPB, PB/ZBA	Yes
4. Permit the integration of those modern technologies and materials in projects which are compatible with and respectful of existing historic design and character.	Ongoing (Existing)	HPB, PB/ZBA	No



NEIGHBORHOOD, ECONOMIC & CIVIC LIFE

POLICY STATEMENT

Over the past twenty years shifts in consumer behavior and lifestyle choices have resulted in the rise of activity and investment outside of the Village and online. Big box stores and online sales dominate today's retail scene challenging small brick and mortar businesses. However, by leveraging local assets such as the Erie Canal, historic landmarks, and natural resources, the Village continues to be a great place to live, play, work and visit. The Village continues to serve as the heart of neighborhood, economic, and civic life. Its vitality and livability are inextricably linked to the quality of community resources, local businesses, housing opportunities, and recreational facilities. Over the next decade, these resources will be supported in order to attract new investments that serve the changing needs of our residents.

OBJECTIVES

- A. Maintain the desirability of Village neighborhoods. Provide a variety of housing options for residents of all ages and incomes.
- B. Partner with local community groups and institutions that support the health, safety, and well-being of residents.
- C. Increase access to social, educational, and recreational opportunities for residents of all ages and abilities.
- D. Attract and retain local businesses, start-ups, and entrepreneurs in the Village.

A. Maintain the desirability of Village neighborhoods. Provide a variety of housing options for residents.

Action Item	Timeframe	Local Partners	VB Action
1. Provide a variety of housing options in close proximity to commercial and mixed-use zoning districts (e.g. upper floor apartments, etc.).	5-10 Years	PB/ZBA, HPB	Yes
2. Expand the types of residential and commercial uses permitted in mixed-use areas to provide a greater variety of amenities to residents.	0-2 Years	PB/ZBA, HPB	Yes
3. Support the provision of accessory dwelling units* in owner-occupied single-family dwellings on large lots capable of accommodating the increase in units.	5-10 Years	PB/ZBA, HPB	Yes
4. Provide relief for and protection of the character of nonconforming single-family residential properties that predate the establishment of zoning regulations.	Ongoing (Existing)	PB/ZBA, HPB	Yes

**An accessory dwelling unit is a single, smaller already existing residential unit independent of, but located within, attached to, or on the same lot as a the owner-occupied single family home.*

Neighborhood, Economic & Civic Life

B. Partner with local community groups and institutions that support the health, safety, and well-being of residents.

Action Item	Timeframe	Local Partners	VB Action
1. Retain community anchors within the Village and continue to enhance cultural, civic, and economic opportunities.	Ongoing (Existing)	Town, Library, Places of Worship, Service Organizations, Civic & Business Groups	No
2. Plan and promote local health and safety campaigns to increase awareness of service providers.	Ongoing (Proposed)	Town, Fire Department, Volunteer Ambulance, County Sheriffs Department	No

C. Increase access to social, educational, and recreational opportunities for residents of all ages and abilities.

Action Item	Timeframe	Local Partners	VB Action
1. Inform residents of educational and recreational facilities and programs.	Ongoing (Proposed)	Town, Library, School District, Pittsford Youth Services, etc.	No
2. Identify recreational and educational programming needs for residents and support community organizations that provide the needed services.	Ongoing (Proposed)	Town, Library, School District, Chamber, Community Groups	No
3. Increase cooperative programming with community organizations. Continue the "Village Topics" series.	Ongoing (Existing)	Town, Library, School District, Chamber, Community Groups	No
4. Complete a study of assessment of parks and green spaces within the Village and prepare a plan for future use or preservation.	0-2 Years	Town, DPW, Community Groups	Yes
5. Identify and designate appropriate area for a central, public green space that may be used for festivals, concerts, farmers markets, and other activities.	0-2 Years	Town, Farmers Market (Town & Village), Community Groups, DPW	Yes

D. Attract and retain local businesses, start-ups, and entrepreneurs in the Village.

Action Item	Timeframe	Local Partners	VB Action
1. Support the creation of a Village Business Association and support a partnership with merchants for events, programming, policy updates, etc.	3-5 Years	Business Groups and Owners, Community Groups	No
2. Ensure local zoning regulations permit non-retail based home occupations for entrepreneurs and administrative, tech industry, or service professionals.	0-2 Years	CEO, PB/ZBA	Yes
3. Organize an annual outreach meeting for landlords in the Village.	Ongoing (Proposed)	Business Groups and Commercial Property Owners, CEO	No
4. Create user-friendly packets and online tools that provide clear, concise guidance on application procedures and local requirements. Review and adjust timelines to better accommodate new business and investment.	Ongoing (Proposed)	Clerks, CEO, PB/ZBA, HPB, Business Groups	No
5. Develop an incentive program for commercial property owners to help reduce presence of vacant space.	0-2 Years	Business and Community Groups, Commercial Property Owners, Town	Yes
6. Pursue public and private investments in order to connect business districts within the Village.	5-10 Years	Business Groups, Town, MCDOT, NYSDOT, Property Owners, DPW, Community Groups	Yes
7. Create a registry of residential and commercial rental property to establish relationships with property owners, provide support for vacancies and code compliance, and facilitate regular inspections.	Ongoing (Proposed)	Clerks, CEO, PB/ZBA, Property Owners, Business Groups	No

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COMMUNITY OF DIVERSE, ENGAGED CITIZENS

POLICY STATEMENT

The engagement of a diverse citizenry is critical to guide future decision-making and to foster a sense of community pride, inclusiveness, and cohesiveness. The Village of Pittsford has periodically issued proclamations reaffirming our tradition and commitment to welcoming all and treating each person equally with dignity and respect.¹ Promoting a high level of resident involvement and investment in Village planning remains a priority. Community stewardship and volunteerism is encouraged in residents of all ages to support existing civic needs and build future leaders. We will capitalize on the community connectedness created by village life and seek to utilize residents' local talents and knowledge in our future endeavors.

Note: (1) The current proclamation, dated June 1, 2019, may be reviewed on the Village's webpage.

OBJECTIVES

- A. Increase resident engagement and participation in neighborhood and community events.
- B. Maintain clear, consistent communication with the public to ensure transparency in local governmental action.
- C. Empower the resident voice by providing for public outreach and engagement with all Village projects.
- D. Attract, retain, and welcome new residents, families, and stakeholders.

Community of Diverse, Engaged Citizens

A. Increase resident engagement and participation in neighborhood and community events.

Action Item	Timeframe	Local Partners	VB Action
1. Establish a community outreach program to maintain a Village-wide event calendar, partner with local neighborhood groups, and assist with planning events that build resident relationships.	0-2 Years	Neighborhood Leaders, Community Groups, Town, Library, Website Admin	Yes
2. Install community kiosks or bulletin boards for posting information on upcoming festivals, events, and interest groups and to facilitate public conversation.	0-2 Years	Community Groups, DPW	Yes
3. Help promote community events by featuring them on the Village website and hosting community calendar with a public link to add events.	Ongoing (Proposed)	Website Admin	No

B. Maintain clear, consistent communication with the public to ensure transparency in local government action.

Action Item	Timeframe	Local Partners	VB Action
1. Increase presence and use of Village social media and live stream all public meetings held by local boards.	0-2 Years	Website Admin, Clerks, Board Secretaries	Yes
2. Design a policy for transparently filling the vacancies/openings on volunteer boards and advisory committees, including public notice of positions and requirements for service.	0-2 Years	Website Admin, Clerks, Board Secretaries, PB/ZBA, HPB	Yes
3. Increase use of electronic communication channels (social media, email, website) to regularly deliver information to residents, such as meeting dates.	Ongoing (Existing)	Website Admin	Yes
4. Publicize schedules and summaries of monthly meetings of the Leadership Team (Board of Ed Supervisor, Village Mayor and Town Supervisor.)	Ongoing (Proposed)	Town, Website Admin, Clerks	No

Community of Diverse, Engaged Citizens

C. Empower the resident voice by providing for public outreach and engagement with all Village projects.

Action Item	Timeframe	Local Partners	VB Action
1. Plan periodic events for residents to interact directly with elected and appointed officials, e.g., host dialogues with residents regarding current topics, upcoming events, issues, ideas etc.	Ongoing (Proposed)	Clerks, PB/ZBA, HPB, Community Groups, CEO	Yes
2. Establish a Comprehensive Plan Implementation Committee to ensure that action items are carried out.	Ongoing (Proposed)	Comprehensive Plan Committee, Volunteers, Community Groups	Yes

D. Attract, retain, and welcome new residents, families, and stakeholders.

Action Item	Timeframe	Local Partners	VB Action
1. Promote the Village's existing amenities through branding and promotional materials.	Ongoing (Existing)	Chamber, Business Owners, Community Groups, Website Admin	Yes
2. Develop a "Welcome" package for new residents highlighting Village resources, events, businesses, and contacts.	0-2 Years	Chamber, Business Owners, Clerks, Community Groups	No



NETWORK OF WALKABLE, CONNECTED NEIGHBORHOODS & STREETS

POLICY STATEMENT

The Village's traditional development pattern, historic architecture, neighborhoods, tree-lined streets, combined with our sidewalk network, access to transit and the Erie Canal Path are the foundation of our inviting, active streetscapes. However, we acknowledge that the walkability and bike-ability of our community could be improved through increased pedestrian, bicyclist, and transit access. The density and frequency of vehicular traffic traversing the Village is a daily challenge for all modes of travel. To address these issues we will aggressively pursue transportation enhancements and traffic-calming measures within and adjacent to the Village, creating a unique sense-of-place and high level of service for non-motorists. It will be our policy to ensure future public and private investments continue to shift the emphasis from facilitating the movement of motor vehicles through the Village to increasing active transportation options for all regardless of their age, ability, or mode of travel.

OBJECTIVES

- A. Create a viable transportation network throughout the Village with regional connectivity utilizing all modes of transportation.
- B. Foster a community culture that renders commuting by foot, bicycle, or transit a viable option.
- C. Implement traffic-calming measures that signal to motorists that Village streets are shared with pedestrians and bicyclists.
- D. Establish an attractive, comprehensive wayfinding system that informs and directs all modes of travel.
- E. Promote the role of the Erie Canal as a connection to the regional transportation network.

Network of Walkable, Connected Neighborhoods & Streets

A. Create a viable transportation network throughout the Village with regional connectivity utilizing all modes of transportation.

Action Item	Timeframe	Local Partners	VB Action
1. Implement the recommendations of the Town & Village of Pittsford Active Transportation Plan .	6-10 Years	Town, DPW, NYSDOT, MCDOT	Yes
2. Create a Bike Master Plan including a Bike Share Plan (see Active Transportation Plan for more information).	3-5 Years	Town	Yes
3. Enforce the Village's Complete Streets Policy by incorporating it into Village Code and development review processes.	0-2 Years	Village Attorney, PB/ZBA, HPB, CEO	Yes
4. Advocate for future road re-striping and redesign opportunities on state and county roadways.	Ongoing (Existing)	Town, DPW, NYSDOT, MCDOT	No
5. Encourage private investment to operate a trolley for historic tours and for jitney service circulate throughout the Village.	3-5 Years	Business/Property Owners, Chamber, Historic Pittsford	No
6. Consider implementing a fee or fund to help establish and maintain public parking areas.	3-5 Years	Village Attorney, DPW	Yes
7. Reconfigure the parking areas at Schoen Place and Northfield Common to improve access, shared use, efficiency, and aesthetics.	3-5 Years	Business/Property Owners, Chamber, DPW, PB/ZBA, HPB	No
8. Create shared parking agreements between commercial property owners and the Village.	0-2 Years	Chamber, Village Board, CEO, PB/ZBA, HPB	Yes

Network of Walkable, Connected Neighborhoods & Streets

B. Foster a community culture that renders commuting by foot, bicycle, or transit a viable option.

Action Item	Timeframe	Local Partners	VB Action
1. Advocate for increased frequency and accessibility of local transit.	3-5 Years	RTS, Volunteers, Community Groups	No
2. Provide shelter, seating, and route information at local transit stops.	3-5 Years	RTS, DPW, Volunteers, Community Groups	Yes
3. Enhance streetscapes with planters and clusters of outdoor seating, tables, or parklets where space allows.	3-5 Years	Business/Property Owners, DPW, Community Groups	Yes
4. Initiate safety and awareness campaigns to improve driver behavior.	0-2 Years	County Planning, Town, Community Groups, Volunteers	No
5. Engage with the existing Monroe County Sheriff liaison to increase presence in Village.	Ongoing (Proposed)	Monroe County Sheriff's Department	Yes
6. Consider establishing a citizen engagement group or Trustee Liaison for speed enforcement issues.	Ongoing (Proposed)	Monroe County Sheriff's Department, Community Groups	Yes
7. Consider implementing time restrictions for parking in high-volume areas.	0-2 Years	DPW, MCDOT, NYSDOT	Yes
8. Prohibit parking as the primary use of any property.	Ongoing (Existing)	CEO, PB/ZBA, HPB	No

C. Implement traffic-calming measures that signal to motorists that Village streets are shared with pedestrians and bicyclists.

Action Item	Timeframe	Local Partners	VB Action
1. Install signage and traffic-calming measures to shared roadways at Village gateways.	3-5 Years	MCDOT, NYSDOT, DPW, Town	Yes
2. Increase visibility of all Village crosswalks with varied striping, colors, lighting, elevated paths and/or signage.	3-5 Years	DPW, MCDOT, NYSDOT, Town	Yes
3. Improve pedestrian access to sidewalks and crosswalks with increased snow removal efforts.	0-2 Years	DPW	No
4. Restructure lanes on the North Main Street Bridge to improve pedestrian safety.	6-10 Years	MCDOT, NYSDOT, DPW, Town	Yes
5. Improve pedestrian safety enhancements at the four corners intersection.	3-5 Years	MCDOT, Village Board, NYSDOT, DPW	Yes
6. Increase frequency of crosswalks between blocks in areas where connectivity is lacking (i.e. South Street).	0-2 Years	Village Board, MCDOT, NYSDOT, DPW	Yes
7. Continue and expand upon the use of on-street parking for traffic-calming.	Ongoing (Existing)	Village Board, DPW, MCDOT, NYSDOT	No

Network of Walkable, Connected Neighborhoods & Streets

D. Establish an attractive, comprehensive wayfinding system that informs and directs all modes of travel.

Action Item	Timeframe	Local Partners	VB Action
1. Develop a coordinated wayfinding system to identify parking, shopping, cultural, and recreational areas in the Village.	3-5 Years	Chamber, Historic Pittsford, Town	No
2. Create a Village map showing all amenities and approximate walk-times (0.25 and 0.50 miles respectively). Provide maps online, in print, and as signage along Village streets.	0-2 Years	Chamber, Website Admin	No
3. Install wayfinding along the Erie Canalway Trail with mileage information indicating proximity to nearby attractions, towns and villages.	3-5 Years	Chamber, Historic Pittsford, County Planning	Yes

E. Promote the role of the Erie Canal as a connection to the regional transportation network.

Action Item	Timeframe	Local Partners	VB Action
1. Permit docking and access for water taxis at strategic points along the Canal.	3-5 Years	Chamber, Business/Property Owners	Yes
2. Install docks for small boats and kayaks to increase public access.	3-5 Years	DPW, Chamber, Business/Property Owners	Yes
3. Reduce visibility of parking and vehicular drives along both sides of the Canal creating a more inviting environment for everyone.	3-5 Years	Library, Business/Property Owners, Community Groups, DPW	Yes
4. Create visible, accessible public connections between the Erie Canalway Trail and on-road transportation facilities to promote trail use.	6-10 Years	DPW, Chamber	Yes



CHAMPION OF SUSTAINABLE PRACTICES

POLICY STATEMENT

The greatest challenge is managing change in a balanced fashion. To preserve a high quality of life, we must pursue sustainable investments that contribute to the health of our community, environment, and economy. Principles of sustainability include conservation of open space and natural resources, sustainably managing energy demands, and significantly reducing negative environmental impacts on our natural and built environment. To achieve this, sustainable practices will be implemented in all Village policies, programs, and plans.

With consideration of Pittsford Village's geology of sandy soils, ever more frequent, intense rain events, and a 100-year old storm water system at or near capacity, the storm water system along with other Village infrastructure systems (e.g. water, sewers, utilities, etc.) will need to be considered in all future undertaking by the Village and its constituents.

OBJECTIVES

- A. Support use of alternative energy sources and “green” infrastructure to reduce the Village’s carbon footprint.
- B. Preserve and enhance the quality of open spaces, wetlands, woodlands, and other natural resources.
- C. Increase resident awareness of and participation in programs to reduce waste, combat pollution, and improve local climate change resiliency.
- D. Support adaptive reuse of existing buildings and infrastructure.
- E. Insist on native plantings for all new projects and replacements throughout the Village.

The present terrain of the Village is the result of glacial deposition, which occurred 10-25 thousand years ago. The area’s rolling terrain is composed of a random mix of clays, sand and gravel. The area of the Village north of the canal contains sandy soils and hummocky small hills (delta formations), which were deposited in Lake Dawson, a prehistoric lake formed when water backed up behind the retreating glacier. These features are particularly visible north of Schoen Place on the open lands of the Powers Farm.

Champion of Sustainable Practices

A. Support use of alternative energy sources and “green” infrastructure to reduce the Village’s carbon footprint.

Action Item	Timeframe	Local Partners	VB Action
1. Consider becoming a Climate Smart Community through the New York State Energy and Research Development Agency (NYSERDA).	3-5 Years	County Planning, Town	Yes
2. Replace Village vehicles with sustainable alternative vehicles.	6-10 Years	DPW, Town	Yes
3. Incorporate “green” requirements in the Village’s code, construction standards, and development review process.	Ongoing (Proposed)	CEO, DPW, PB/ZBA, HPB	Yes

Champion of Sustainable Practices

B. Preserve and enhance the quality of open spaces, wetlands, woodlands, and other natural resources.

Action Item	Timeframe	Local Partners	VB Action
1. Create a program to gift and/or sponsor planting native trees.	0-2 Years	Community Groups, School District, Library, etc.	No
2. Adopt a stewardship policy or an alternative planning and management system for undeveloped land.	3-5 Years	Community Groups, School District, Volunteers	Yes
3. Protect the quality of available woodland and open space.	Ongoing (Proposed)	PB/ZBA, HPB, CEO, DPW, School District	No
4. Inventory available open space and environmental features and identify their priority for preservation and availability for public use.	3-5 Years	Town, DPW, PB/ZBA, Community Groups	Yes
5. Consider establishing a Village Park in the northwest quadrant and seek community input on potential public use and amenities.	0-2 Years	Town, DPW, PB/ZBA, Community Groups, Volunteers	No
6. Amend Village construction and land use regulations to recognize and protect the Town's Conservation Easement and Purchase of Development Rights.	Ongoing (Proposed)	Town, Village Attorney	Yes
7. Identify and protect viewsheds as a part of the environment.	Ongoing (Proposed)	HPB, PB/ZBA	Yes
8. Establish a tree ordinance to identify and protect heritage trees.	Ongoing (Proposed)	DPW, Community Groups	Yes

C. Increase resident awareness of and participation in programs to reduce waste, combat pollution, and improve local climate change resiliency.

Action Item	Timeframe	Local Partners	VB Action
1. Create Sustainable Actions for our Village Environment (S.A.V.E.) a collaborative group to suggest sustainable policies and programs.	0-2 Years	Volunteers, VB, Community Groups	Yes
2. Reduce use of minerals and chemicals in maintenance of plantings, greenspaces, and roadways (e.g. salt, Round-up, etc.).	0-2 Years	DPW	No
3. Establish a refuse and recycling district, or a designated area in which a single refuse collector services all households in the district.	3-5 Years	DPW, Village Board, Community Service Organizations	Yes
4. Consider programs to incentivize recycling and reduce household waste (e.g. trash collection fees are based on weight).	3-5 Years	DPW	Yes
5. Create a community composting program.	3-5 Years	Farmers Market (Town & Village), Farming Community, Town	Yes

D. Support adaptive reuse of existing buildings and infrastructure.

Action Item	Timeframe	Local Partners	VB Action
1. Ensure changes to buildings utilizing alternative energy systems (e.g. solar, geothermal) are according to the Secretary of Interior's Design Standards and Guidelines.	Ongoing (Proposed)	Landmark Society, Historic Pittsford, HPB, PB/ZBA	No
2. Provide guidance for historically appropriate adaptive reuse in the Village's Code, Construction Standards, and development review process.	Ongoing (Proposed)	Landmark Society, Historic Pittsford, HPB, PB/ZBA, CEO	Yes
3. Routinely consider the impact on the current infrastructure, especially water, drainage and sanitary sewers, of any new business and/or development in the Village. This might take place under SEQRA, LWRP and/or CEO review.	Ongoing (Proposed)	PB/ZBA, CEO, HPB, Town, DPW, MC	Yes

E. Insist on native plantings for all new projects and replacements throughout the Village.

Action Item	Timeframe	Local Partners	VB Action
1. Increase sustainability by planting native pollinators and plants around Village Hall and public spaces.	6-10 Years	DPW, Town	No
2. Evaluate the storm water management system needs in reference to increasing issues around water and drainage throughout the Village and surrounding Town development.	Ongoing (Proposed)	DPW, Town, PB/ZBA, MC, CEO	Yes



COLLABORATIVE LOCAL GOVERNMENT

POLICY STATEMENT

We recognize our environmental and economic assets are not limited by municipal boundaries; they connect us to the greater Rochester and Monroe County region. Therefore, it is our policy to engage in inter-municipal cooperative relationships that protect sensitive environmental areas, strengthen our economy, and support the provision and maintenance of high-quality public services and infrastructure. The Town of Pittsford's facilities are among Pittsford Village's strongest assets. Although our needs and opportunities may vary from that of the Town of Pittsford, we understand the ongoing success of our relationship is critical to our collective future and resident quality of life. The Town and Village may be two separate municipalities, but it is our goal to work together as one community for the betterment of all.

OBJECTIVES

- A. Communicate and collaborate with local, regional, and state agencies as well as surrounding municipalities and public service districts.
- B. Maintain high level of service and quality of public services, utilities, and infrastructure.

Collaborative Local Government

A. Communicate and collaborate with local, regional, and state agencies as well as surrounding municipalities and public service districts.

Action Item	Timeframe	Local Partners	VB Action
1. Designate a citizen committee to advocate for and monitor local traffic issues with state and county DOTs.	0-2 Years	Town, NYSDOT, MCDOT, DPW	Yes
2. Educate the public regarding the separate governmental roles of each, the Town and Village.	Ongoing (Proposed)	Town, County Planning	No
3. Consider coordinating the Village newsletter with the Town newsletter.	0-2 Years	Town, Clerks, Website Admin, Mayor	No
4. Publish summaries of the Leadership Teams regular meetings (joint PCSD, Town and Village).	Ongoing (Proposed)	Clerks, Town, Website Admin, PCSD	No
5. Continue regular meetings and coordination between Town and Village DPWs.	Ongoing (Existing)	Town, DPW	No
6. Evaluate potential for the Town and Village to hire or designate a joint economic development coordinator or intern.	3-5 Years	Town, County Planning, Chamber	Yes
7. Establish guidelines for cooperation between Village and Town.	0-2 Years	Town, Clerks, PB/ZBA, HPB, CEO, DPW	No
8. Designate Village representatives to attend meetings of community service organizations, such as the School Board or Fire Department.	0-2 Years	Volunteers, PB/ZBA, PFD, HPB, CEO, DPW	Yes
9. Establish a method for resolving potential conflicts between jurisdictions on matters relating to land use and development within the Village.	0-2 Years	Clerks, Town, County Planning, School District, PFD, etc.	Yes

Collaborative Local Government

B. Maintain high level of service and quality of public services, utilities, and infrastructure.

Action Item	Timeframe	Local Partners	VB Action
1. Establish a Grant Task Force Committee with the Town to pursue funding for joint planning and project implementation, as appropriate.	0-2 Years	Town, Volunteers	Yes
2. Pursue grants for utility and infrastructure improvements under the NYS Consolidated Funding Application.	Ongoing (Proposed)	Town, DPW, PB/ZBA, HPB	Yes
3. Create formal lines of communication with the Town regarding development in gateway areas and regional corridors, such as Monroe Avenue.	Ongoing (Existing)	Town, PB/ZBA, HPB, DPW, CEO, County Planning, NYSDOT	No
4. Establish forums for Village and Town collaboration on planning of future development and provision of public utilities and services.	Ongoing (Proposed)	Town, Community Groups, PB/ZBA, HPB, DPW	Yes
5. Pursue participation in a Community Choice Aggregation (CCA) Program for the provision of electricity through clean energy sources.	0-6 Months	Town, DPW	Yes
6. Consider an annual review of all public infrastructure prior to establishing the budget for the next year identifying needs and desired outcomes with specific funding requirements.	0-2 Years	DPW, CEO, MC, Town	Yes
7. Consider establishing a contingency fund to ensure immediate needs due to failure of infrastructure can be met without jeopardizing the general fund balance.	0-2 Years	County Planning, DPW, CEO	Yes

Due to the age of existing infrastructure, it is imperative that the Village continually monitor and evaluate the capacity and adequacy of the following, with regional partners as noted:

- ▶ Water lines: cooperation with MCWA
- ▶ Electric lines: cooperation with RG&E
- ▶ Street lamps: cooperation with RG&E
- ▶ Sidewalks: cooperation with DOT
- ▶ Crosswalks: cooperation with DOT
- ▶ Bike lanes: cooperation with DOT
- ▶ Parking space designations: cooperation with DOT.
- ▶ Internet services: cooperation with all carriers
- ▶ Cable services: cooperation with all carriers.



COMMUNITY ENHANCEMENT STRATEGY (CES)

How land is land used and the variation in the built environment in a municipality defines the way residents perceive their community, experience their environment, and interact with one another. Land use and transportation patterns establish a sense of place and contribute to the overall character and identity of a community. Pittsford Village is well-preserved and has a recognizable historic settlement pattern. Therefore, this plan includes a tailored Community Enhancement Strategy (CES) rather than a standard future land use summary usually found in Comprehensive Plans.

This section serves to highlight the place-making elements that form the historic, walkable community fabric of Pittsford Village and identify contextually appropriate strategies for enhancement. The summaries and recommendations of this section are intended to provide guidance to local decision-makers, residents, property owners, and investors regarding Pittsford's existing and desired future land use character and design preferences.

At the time of this writing, the Village is simultaneously updating its Zoning Code (Chapter 210). As a result, the regulatory recommendations identified as part of this planning process are being integrated into the amended zoning language. Therefore, this CES strategy focuses on long-term enhancement projects, rather than a regulatory “to-do” list. This approach focuses on Pittsford Village’s goal of maintaining its aesthetic qualities and rich community character.

OUR HISTORIC CONTEXT

The historic character of Pittsford Village is one of its most defining features. The aesthetics of the Village were not dictated by design principles but grew organically over time. Over time, the Village's historic integrity has been maintained while the greater Monroe County region entered the age of suburban automobile-centric development.

To maintain the authenticity of the Village's history, it is essential Pittsford retains those patterns and design principles intrinsic to its built environment. Doing so preserves its local character and sense of place. The Village continues to recognize these historic patterns in the code guiding new development that contributes to and enhances the Village's character.



National Register of Historic Places

Established in 1966 in the National Historic Preservation Act, the National Register is the official list of places identified by the National Parks Service (NPS) for their historical significance. These places include districts, sites, buildings, and other structures.

NATIONAL REGISTER PROPERTIES BY YEAR LISTED





Parks, Recreation and Historic Preservation

The State Historic Preservation Office (SHPO) administers both state and national historic preservation programs in New York State. The SHPO provides technical assistance, reviews nominations for the National Register of Historic Places, and promotes awareness of historic preservation throughout the State.



As a Certified Local Government, the Village has empowered the Historic Preservation Board to designate local historic districts and landmarks.

The entirety of the Village is now considered an historic district and subject to the requirements of Chapter 211, the Village of Pittsford Historic Preservation Code.

OUR DESIGN PRINCIPLES

The Village shall use the following resources as the foundation for the enhancement strategies of each area. A summary of each resource can be found on the pages noted below.

- ▶ Secretary of Interior's Standards (SIS), Pages 62-63
- ▶ Traditional Neighborhood Design, Pages 64-65
- ▶ Pittsford Village Transect, Pages 66-67

While not every resource will be applicable to each character area, they provide an overall basis for the approach in assessing existing conditions and identifying potential enhancement opportunities.

Historic Preservation Board

In addition to the SIS Standards, the Village has its own set of [design standards](#) utilized by the HPB when reviewing projects. These standards establish design review principles that target the nuances of history, materials, architectural traditions, and local building practices.

SECRETARY OF INTERIOR STANDARDS (SIS)

The Secretary of Interior sets guidelines regarding the preservation and protection of properties listed in the [National Register of Historic Places](#). These guidelines apply to a variety of assets, including buildings, sites, structures, and districts. There are four distinct approaches outlined by the National Parks Service in the SIS, which are represented in this Plan by the descriptions and symbols on the following page.

The SIS plays a significant role in the protection of the pattern and form of development in Pittsford Village. Since 1984, several areas of the Village have been designated on the National Register. Recently the listing was expanded designating nearly the entire Village a National Historic District.

Over the years, the Village has been deliberately conservative in interpreting the SIS, resulting in a well-preserved historic building stock and settlement pattern. In general, Pittsford decision-makers have been guided by the following principles from the SIS:

- ▶ The historic character of a property will be retained and preserved.
- ▶ The replacement of intact or repairable historic materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.
- ▶ Each property will be recognized as a physical record of its time, place, and use.



REHABILITATION APPROACH

Of the SIS approaches, Pittsford Village will almost solely rely on the SIS for rehabilitation. Rehabilitation is defined by NPS as “the act or process of making possible a

compatible use for a property through repair, alterations and additions while preserving those portions or features which convey its historical, cultural, or architectural values. There are [ten standards](#) that should be “applied to specific projects in a reasonable matter; taking into consideration economic and technical feasibility.”



The SIS includes four approaches to guide investment and development—preservation, restoration, reconstruction, and rehabilitation.

SIS & NEW CONSTRUCTION

Although the SIS generally focuses on the treatment of existing historic structures, it also provides guidance for new construction within historic districts. Character areas with potential infill or redevelopment opportunities have been identified with the symbol below.



Future infill and redevelopment proposals will be evaluated on their level of success in implementing the design principles of this Plan, as well as the following from the SIS:

- ▶ New additions, alterations, or new construction will not destroy historic materials, features, and spatial relationships that characterize the property.
- ▶ New work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property.

SIS Tax Credit Program

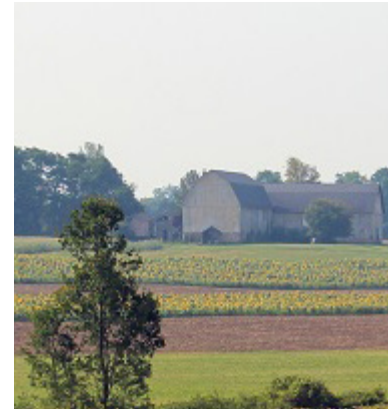
Rehabilitation efforts of historic structures that are consistent with the SIS and design principles of this Plan may be eligible for tax credits through the NPS. A 20% income tax credit is available for the rehabilitation of historic, income-producing buildings that are determined by the SIS to be “certified historic structures.”

TRADITIONAL NEIGHBORHOOD DESIGN (TND) PRINCIPLES

TND is an approach to planning and design that emerged as a response to expanding suburban sprawl throughout the mid- to late 20th century. TND complements SIS creating a holistic approach to high-quality and contextual design in a community.

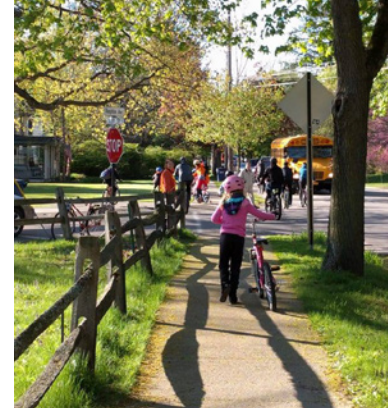
As mentioned previously, most of the Village's existing built environment evolved in the absence of design guidelines or any regulatory restrictions. However, the increase in automobile-centric and suburban preferences present a threat to the Village's traditional character. To mitigate these threats, those unique elements that define village character must be recognized to guide future development.

It is expected that new development proposals within the Village will respect and utilize the foundational principles of TND identified on this page, as provided by the [Congress for the New Urbanism \(CNU\)](#).



PROTECTION OF NATURAL RESOURCES

Farmland and natural resources have an important economic, environmental, and cultural role in the built environment. Farmland and natural preserves should be conserved and development should not infringe on these areas.



MULTI-MODAL TRANSPORTATION

The physical organization of the Village should be supported by a framework of transportation alternatives. Transit, pedestrian, and bicycle systems should maximize access and mobility while reducing dependence on the automobile.



MIXED-USE DEVELOPMENT

Vibrant and successful activity centers provide a blend of land uses in close proximity to each other. Civic, institutional and commercial uses should be focused in mixed-use urban centers.

CNU

BUILDING PLACES PEOPLE LOVE

The CNU is an international nonprofit organization working to build vibrant communities where people have diverse choices for how they live, work, and get around.

These concepts are also recommended in the [Town and Village of Pittsford Local Waterfront Revitalization Program \(LWRP\)](#), especially in Policy #1, which states that Pittsford should foster a pattern of development that enhances community character.

WALKABILITY

Daily life should include many activities within walking distance.

Networks of streets should be designed to encourage walking, reduce automobile trips, and conserve energy.



DIVERSITY OF HOUSING

Within neighborhoods a broad range of housing options can bring people of diverse ages, races, and incomes into daily interaction, strengthening the personal and civic bonds essential to maintaining an authentic, sustainable community.



PUBLIC GREEN SPACE

A variety of parks, from parklets and village greens to ballfields and community gardens, should be located within neighborhoods.

Conservation areas and open lands should define and connect neighborhoods and districts.



STREETSCAPES

Buildings and landscaping should contribute to the physical definition of thoroughfares as public places. Included should be street trees, porches, and buildings placed close to the street. Off-street parking should never front the street.



CONTEXTUAL DESIGN

Architecture and landscape design should originate from local climate, topography, history, culture, and building features. Building design should reinforce the community's identity and values.



HISTORIC PRESERVATION

All development in the Village should respect historical patterns, precedents, and boundaries. Preservation and renewal of historic buildings, districts, and landscapes affirm the continuity and evolution of village society.



THE PITTSFORD VILLAGE TRANSECT

The transect model was developed by new urbanist, Andres Duany, as a master planning tool that guides the placement and form of buildings and landscapes, while also identifying appropriate uses and densities. Utilizing Duany's model, a spectrum and classification of Village environments can be created. The graphic below indicates "V-Zones," or Village Zones that closely reflect the character areas of Pittsford Village. This model categorizes the different levels of development and density within the Village, and also identifies the appropriate neighborhood or community type within each character area.

In addition, using this tool can identify appropriate transitional treatments between character areas. Transitional treatments should be given special consideration to ensure the intensity of use in one character area does not negatively impact other areas or detract from the unique characteristics of each zone.



Pittsford's residential building stock has maintained value and quality even when directly adjacent to commercial uses. What makes these transitional zones successful is the Village's mindfulness of complimentary building scale and character as well as ample screening.



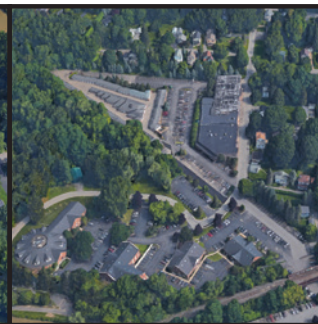
V1 **Open Space Zone**
Farms, woodlands, wetlands, parks, and other green spaces or natural areas



V2 **Single-Family Zone**
Large and medium lot single-family neighborhoods with public and private green spaces



V3 **Residential Mix Zone**
Variety of housing types and densities, resident amenities, parks, and public open spaces



V4 **Mixed Zone**
Small-lot homes, apartments, offices, retail, variety of uses in close proximity, mixed use



V5 **Village Center Zone**
Mixed use structures, concentration of retail, entertainment, and civic uses, and diverse housing types

SUPPLEMENTAL PLANS & STUDIES

In addition to this Comprehensive Plan, the Village should continually refer to the other specialized plans and studies it has completed. This includes, but is not limited to:

- ▶ Town and Village of Pittsford Active Transportation Plan, 2019
- ▶ Town and Village of Pittsford Local Waterfront Revitalization Program (LWRP), 2005
- ▶ Town and Village of Pittsford Erie Canal Area Master Plan, 2010
- ▶ Village of Pittsford Pedestrian Safety Plan, 2005
- ▶ Town and Village of Pittsford Monroe Avenue Corridor Study, 2010

Town of Pittsford
&
Village of Pittsford
Local Waterfront Revitalization Program

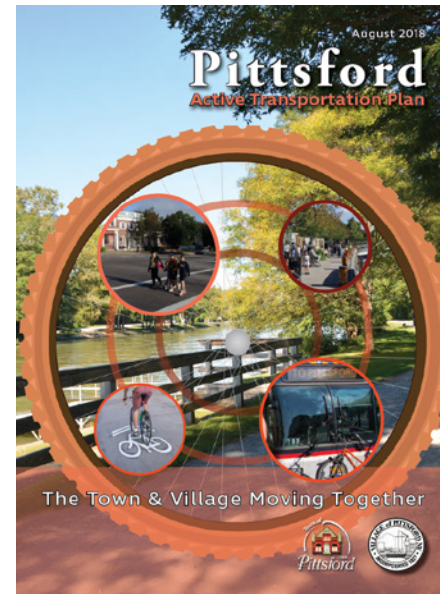


This document was prepared for the New York State Department of State with funds provided under Title 11 of the Environmental Protection Fund.

The LWRP has significant implications towards the recommendations of this Plan, which is why the LWRP boundary has been incorporated into the CES Map.

Prior to adoption of this Plan, the Planning Board will conduct a Local Waterfront Consistency Review to ensure it is in conformance with the vision of the LWRP.

It should be noted, however, that the LWRP is over a decade old. An update to this document is recommended in the near future.



Because land use and transportation modes are interconnected elements of Pittsford's community character, the Active Transportation Plan should be utilized in conjunction with this Plan to inform future decision-making and shape public and private investment.

CES SUMMARY & MAP

The purpose of this section is to equip Pittsford Village with a place based decision-making tool that will clearly inform public and private investments over the next decade. This summary focuses on nine distinct character areas within Pittsford, establishing design and character expectations consistent with Our Historic Context (page 58) and identifying the preferred approach for preserving, rehabbing, or redeveloping each area. These expectations are further defined by Our Design Principles (page 60).

The character areas identified for the Pittsford Village include:

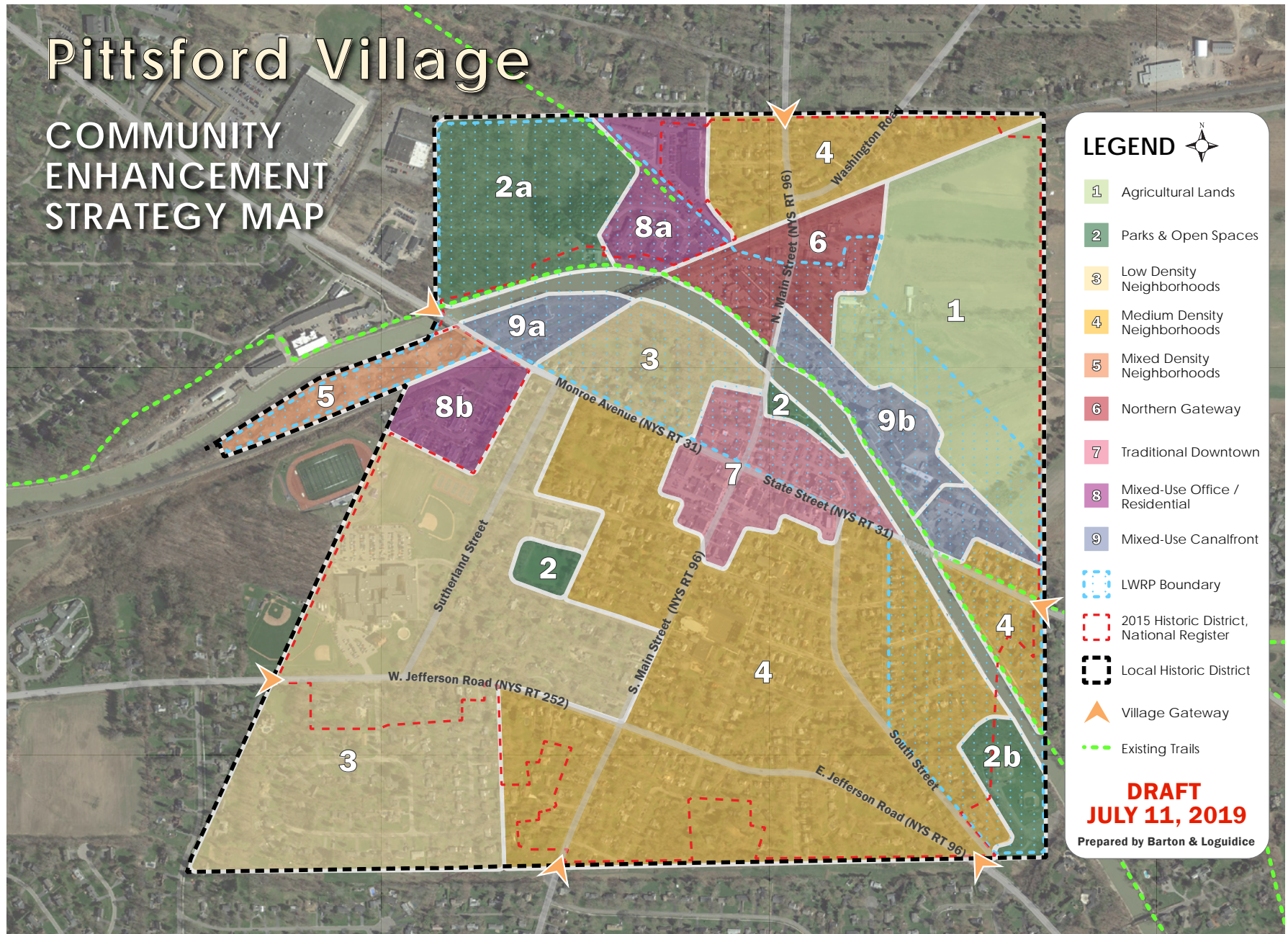
- ▶ Agricultural Lands
- ▶ Parks & Open Spaces
- ▶ Low Density Neighborhoods
- ▶ Medium Density Neighborhoods
- ▶ Mixed Density Neighborhoods
- ▶ Northern Gateway
- ▶ Traditional Downtown
- ▶ Mixed Use Office / Residential
- ▶ Mixed Use Canalfront

We recognize that the Village's transportation network, streetscapes, trails, and canalfront serve as a foundational framework defining and connecting the various character areas of the Village. For this reason, the evaluation of each area is not to be made without consideration for multi-modal connectivity and the flow of people and activity throughout the community.

NOTE: This summary does not negate any development limitations due to environmental constraints, such as wetlands, steep slopes, or floodplains. As future projects are considered, applicants should refer to the resources available from NYSDEC or the Army Corps of Engineers to determine the existing conditions and suitability of the site for the uses proposed.

The CES map depicting the character areas for Pittsford Village is provided on the next page. The mapped character areas are intended to convey a generalized vision of the Village's future land use, design preferences and how they relate to each other.

Unlike a zoning map, the CES map is not intended to represent clear regulatory boundaries. The shape of each area and placement of boundaries may change as new information or investment opportunities arise. The application of the map should remain consistent with the overall intent of this Plan and consideration should be given to logical transitions and buffers between character areas.



AGRICULTURAL LANDS

The agricultural lands within the Village are shown in light green and listed as #1 on the CES map (page 69). This area is located along the eastern border of the Village between Schoen Place to the south and the CSX railroad to the north. These lands are actively farmed and permanently protected from development by a Conservation Easement established in 1998 as part of the Town of Pittsford's Purchase of Development Rights Program.

Historically, the Town of Pittsford developed as a farming community and the Village, situated on the Erie Canal, served as a center for processing and shipping agricultural goods. Agricultural lands remaining within the Village are living examples of its agrarian roots. The value of this farmland needs to be maintained not only for sustainability, but also for its importance historically, culturally, and aesthetically.

ENHANCEMENT STRATEGIES

- ▶ Ensure Village land use regulations reflect the agricultural use of the property and identify the limitations on use articulated by the Conservation Easement.
- ▶ Consider the impact of adjacent development on soil quality, viewsheds, and future use of the property as part of the project review process.

TRANSECT ZONE



V1 Open Space Zone
Farms, woodlands,
wetlands, parks,
and other green
spaces or natural
areas



PARKS & OPEN SPACES

Parks and open spaces within the Village are labeled as #2 on the CES map and shown in dark green. Just as preservation of historic buildings is a hallmark of the Village's long-term strategy so, too, is the management and preservation of the Village's greenspace and natural infrastructure. Since the 2002 Comprehensive Plan, the inventory of publicly accessible greenspace has been significantly reduced. Preserving the remaining natural areas in the Village is, therefore, of paramount importance.

Village greenspaces and parks provide residents and visitors ready access to open areas of recreation and relaxation. These natural areas provide vital environmental benefits and physical beauty. Research indicates frequent visits may even improve one's physical well-being and mental health.

Greenspaces should integrate into the walkable village core through incorporating green respites within urban settings. One should be able to park and safely walk to multiple destinations throughout the village. Further, Greenspaces and "pocket parks" within the Village core will promote access to historic Canal viewsheds as well connecting to the Port of Pittsford Park, the Erie Canal Path and commercial districts. Green infrastructure fosters heritage tourism by encouraging visitors to explore the entire Village and all it has to offer.

TRANSECT ZONE



V1 Open Space Zone
Farms, woodlands,
wetlands, parks,
and other green
spaces or natural
areas



Of special note, is the Northwest Quadrant (labeled #2a on the CES Map) as it is the last remaining option for a park in the northern part of the Village. It constitutes the most significant collection of wetlands, ponds and vernal ponds supporting a variety of wildlife in the Village and the northern portion of the Town. It also functions as a recharge area for the Irondequoit Valley aquifer. The Northwest Quadrant is a nexus of the Town's trail network which includes the Auburn Line and the Erie Canal trails.

Two independent surveys of 400 residents conducted between Fall 2018 and Spring 2019 found an overwhelming preference among residents for preserving the quadrant as greenspace and a nature park. Residents favored activities in this area such as hiking, picnics, and ready access to the natural environment.



The Northwest Quadrant of the Village is split between two parcels. The westernmost parcel is owned by the Town of Pittsford, while the easternmost parcel is owned by the Village of Pittsford. Coordination between the Town and Village is necessary to ensure these lands continue to be in harmony with one another.

ENHANCEMENT STRATEGIES

- ▶ Formalize and extend recreational trails in the northwest area and provide connections to the Erie Canal Trail and nearby neighborhoods.
- ▶ Extend a trail north from the southeast park area along the Canal to provide an off-street connection between existing neighborhoods, downtown, and Schoen Place.
- ▶ Expand and improve greenspaces, parks, and recreational areas in the Village to provide for a wide range of the community's (passive and active) recreational needs.
- ▶ Create a centrally located greenspace.
- ▶ Preserve the existing undeveloped area in the northwest quadrant for public use as a natural area that is accessible to the Village's walkable core. Collaborate with the Town to jointly preserve and develop the entire greenspace.
- ▶ Collaborate with the Town to create a network of connected, pedestrian-friendly, public spaces throughout the Village linking to Town trails and natural resources.
- ▶ Implement a stewardship policy to include planting native species, eradicating invasive species and supporting pollinators.
- ▶ Identify appropriate areas for more formal landscaping and features such as kiosks, pathways, and pavilions.

RECOMMENDATIONS

These recommendations correspond with the greenspace and parks concepts shown on page 74.

1. LINEAR PARK

Currently, views of the Canal and Schoen Place are blocked by cars parking adjacent to the canal overlook behind the Town Library. There is an opportunity to reclaim a significant canal viewshed for the community. A linear park would provide an important connection to other village walkways and greenspaces.

2. PRESERVE NORTHWEST QUADRANT

Designate this area as a park and install informational signage regarding native flora and fauna, habitats and links to trails and the Village.

3. VILLAGE GREEN

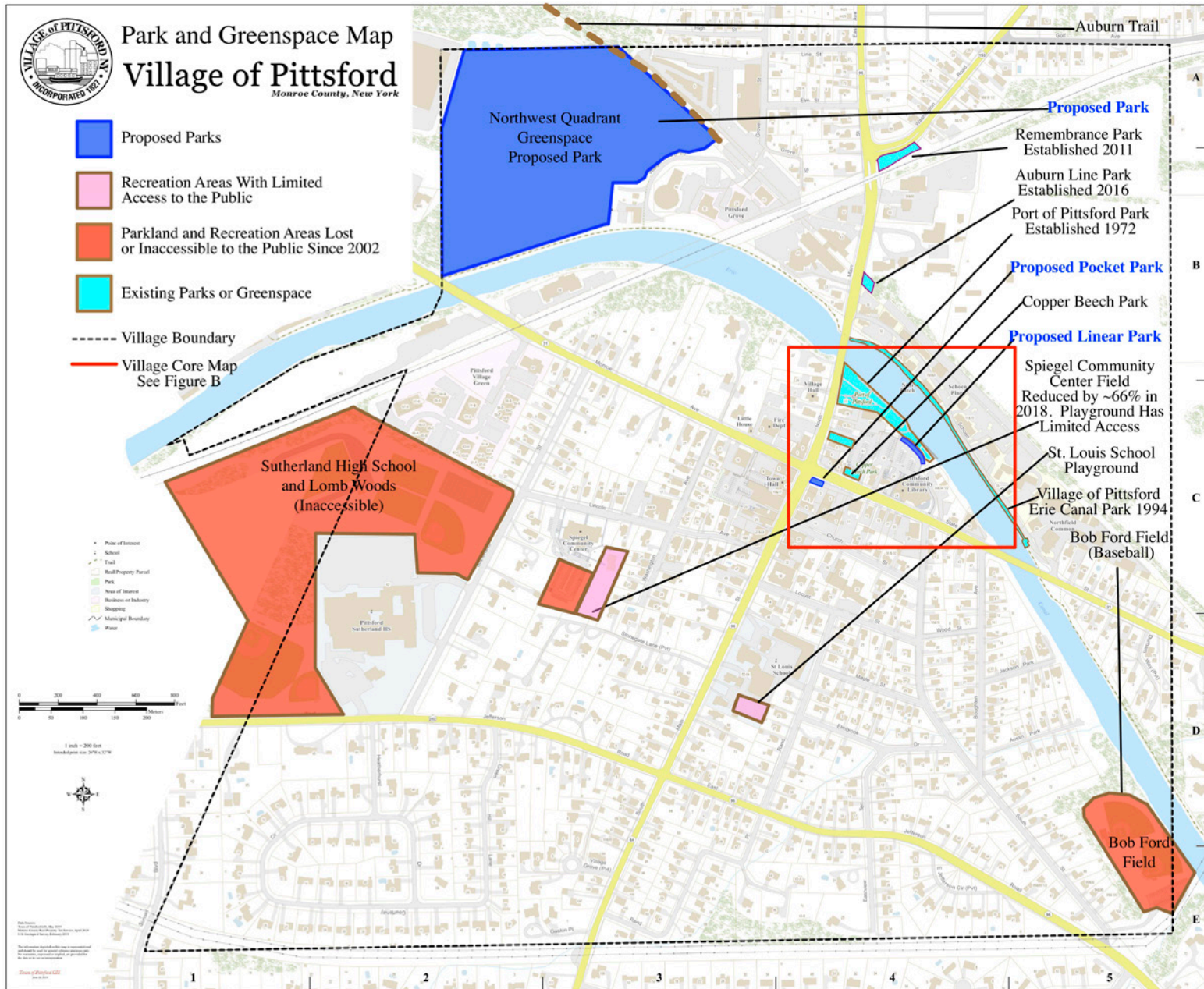
Investigate and collaborate with the Town regarding the creation of a formal Village Green to include kiosks and wayfinding signage.

4. CENTRAL PUBLIC PAVILION

Explore the possibility of a permanent multi-use pavilion (minimal impact to parking) to be located in the Town Library lot adjacent to the Village Green.

5. PHOENIX BUILDING POCKET PARK

Provide a needed green oasis at the Four Corners intersection of Main Street and State Street. Restore the historic fountain and add outdoor seating.



6. COPPER BEECH PARK

Provide parking lot screening that is varied and more natural utilizing characteristic fencing and native plants.

Designate a pedestrian walkway with distinctive visuals through a portion of the parking lot connecting Copper Beach Park with the Village Green, Port of Pittsford park and the Linear Park (TBD, and the other small parks within the Central Village Green Path)

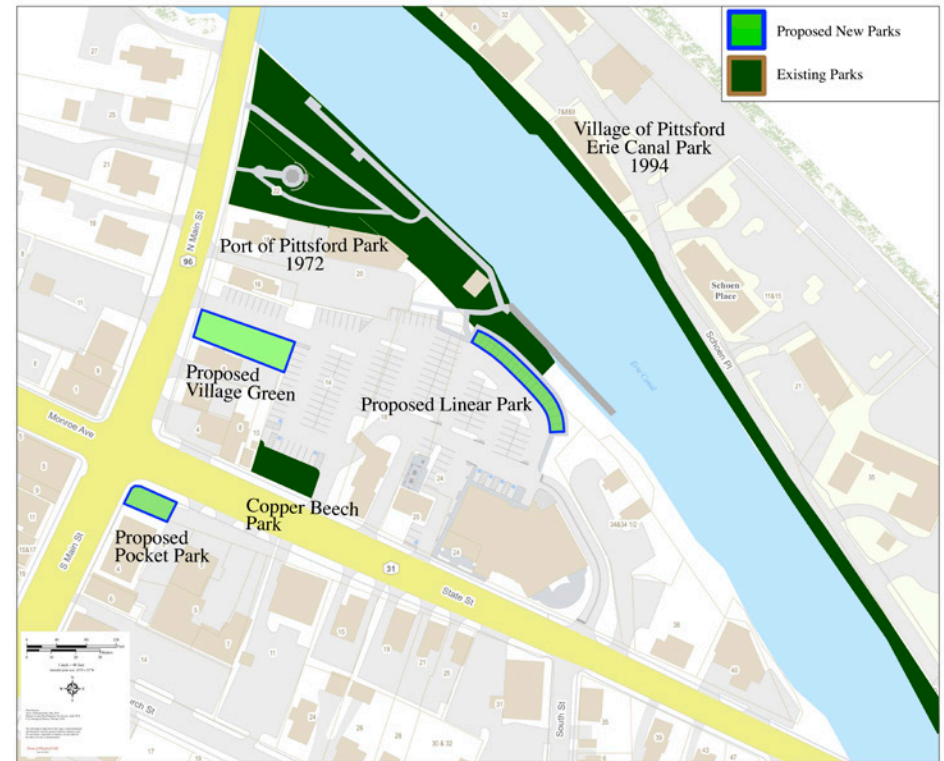
7. PORT OF PITTSFORD/SCHOEN PLACE

Provide public restrooms as well as shower facilities for overnight boaters.

8. THE CENTRAL VILLAGE GREEN PATH (CONCEPT)

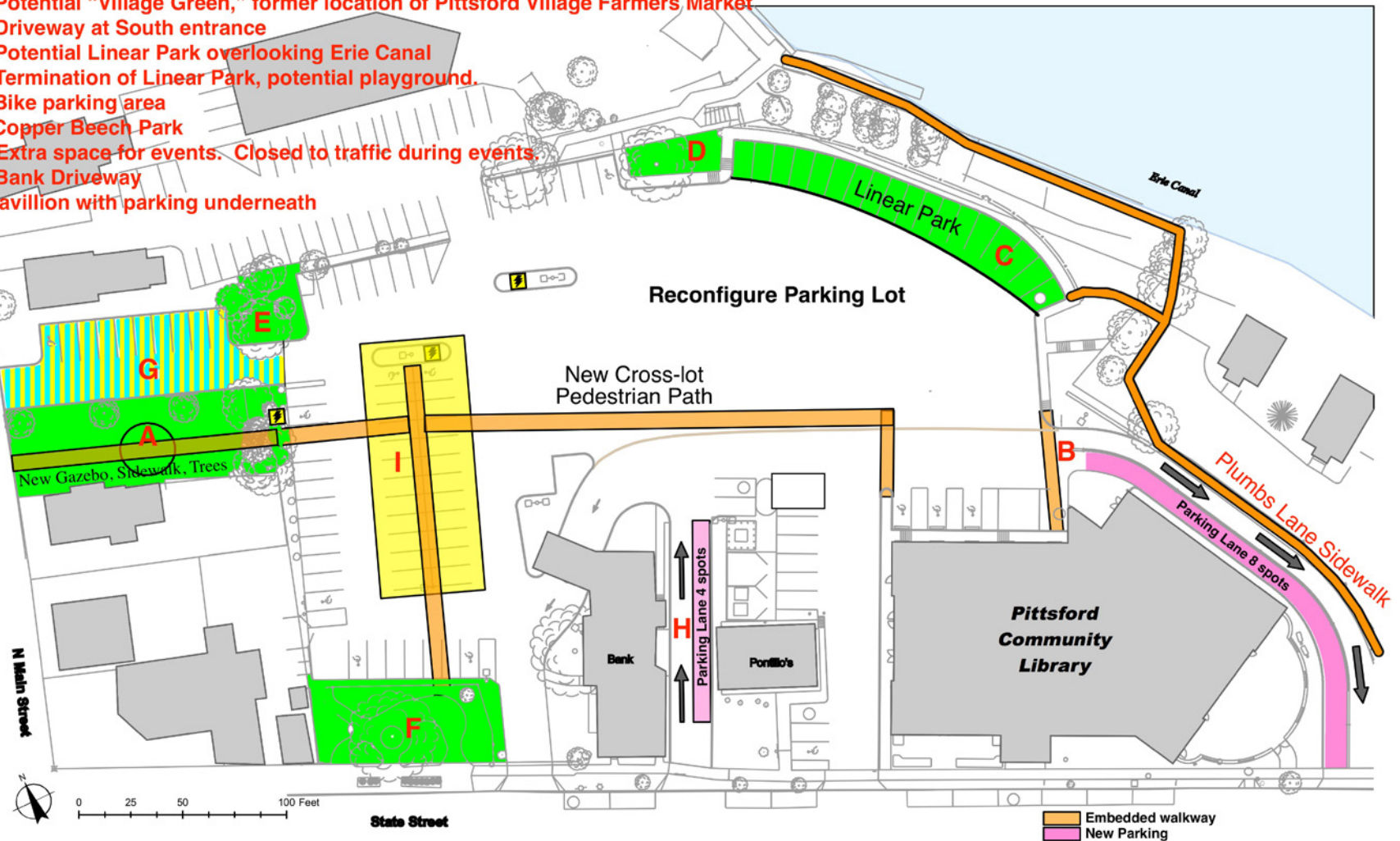
Shown on page 76, the Central Village Green Path is a network that will improve upon and create additional pedestrian connectivity from the Canal Edge to the Library and the Central Business districts.

- ▶ Identify and designate a network/loop of connected small parks in the center of the Village
- ▶ Redesign the municipal parking lot to improve pedestrian safety and connectivity.
- ▶ Install additional landscaping, sidewalks, trees, benches, picnic tables, native plants, and buffering of parking areas throughout the Central Village Green Path.



Village Core Inset Map (from Parkland and Greenspace Map on Page 74)

- (A) Potential "Village Green," former location of Pittsford Village Farmers Market
- (B) Driveway at South entrance
- (C) Potential Linear Park overlooking Erie Canal
- (D) Termination of Linear Park, potential playground.
- (E) Bike parking area
- (F) Copper Beech Park
- (G) Extra space for events. Closed to traffic during events.
- (H) Bank Driveway
- (I) Pavillion with parking underneath





Pictured at left is a potential site for a central “Village Green” the North Main Street Greenspace, former site of Pittsford Village Farmers Market.

The Town and Village activated this open greenspace for civic use for the Pittsford Village Farmers Market and for several other successful community events.

For example, the image to the bottom left shows the Rochester Civic Jazz Orchestra performing at the North Main Greenspace.



Small parks increase the vitality of our downtown commerce: they bring people into the Village core by creating attractive areas near amenities where people can relax, eat, enjoy conversations or participate in recreational activities. In addition, small parks enhance wayfinding through signage and delineated pathways. Photo: Bar Harbor, Maine.

LOW & MEDIUM DENSITY NEIGHBORHOODS

On the CES map (page 69) the low-density neighborhoods appear in light yellow, labeled #3, and the medium density neighborhoods are shown in dark yellow, labeled #4. Both character areas are comprised predominately of single-family, detached homes. They differ, however, in streetscape, building design and density.

Generally, the medium density areas represent the traditional grid-like settlement pattern of the Village, with older homes on smaller lot sizes than those found in the low-density area. Because low density neighborhoods were developed primarily in the latter half of the 20th century, they exhibit suburban design features, with larger homes on larger lots and limited sidewalk connectivity. A comparison chart of typical low and medium density neighborhood characteristics is provided below.

Feature/ Amenity	Low Density	Medium Density
Lot Size	Over 18,000 sf	Under 18,000 sf
Lot Width	Over 70 ft	Under 70 ft
Garages	Attached; Oriented to the Street	Detached; Behind Front Building Line
Sidewalks	None or One Side	Both Sides
Street Trees	Provided	Provided

SIS APPROACH



Preserve historic characteristics over time, through consistent and historically accurate maintenance and repairs.



The map above illustrates the Village's traditional settlement pattern. Older homes (green and light green) were constructed near to the Village's center and newer neighborhoods (blue) extend out to the Village boundaries.

TRANSECT ZONE



V2 Single-Family Zone
Large and medium lot single-family neighborhoods with public and private green spaces



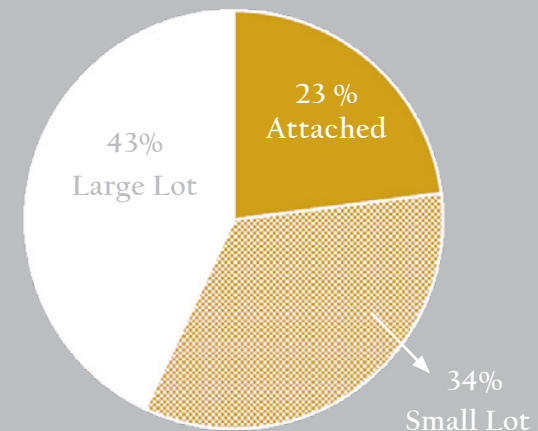
ENHANCEMENT STRATEGIES

- ▶ Preserve the traditional character of existing residential neighborhoods.
- ▶ Improve connectivity of existing neighborhoods with downtown and other activity locations by extending sidewalks in the low-density neighborhood areas.
- ▶ Require sidewalks and “[complete street](#)” concepts with all projects.
- ▶ Identify infill development opportunities and ensure that projects are consistent with surrounding neighborhood characteristics (housing style, lot size, setbacks, etc.)
- ▶ Provide pedestrian lighting and sidewalks on all residential streets.
- ▶ Continue to review exterior alterations of historic residential properties through the Certificate of Appropriateness application and review process.

A Shift in Housing Preferences

Throughout the 20th Century the majority of home purchases were made by families looking for large single-family dwellings for their growing families. However, home buying trends are radically shifting from these traditional preferences. Over one third of US households in 2011 were looking for small-lot homes. The existing supply of homes at the time did not meet demand. This gap between supply and demand may widen significantly as housing preferences continue to trend toward denser neighborhoods.

2018 Pittsford Village Housing Supply



The Village is unique in that many of the homes within its boundaries are small-lot homes. This indicates that the Village should remain an attractive place to raise families and age-in-place moving into the future.

Source: Arthur C. Nelson, *Reshaping Metropolitan American* (2013)

ILLUSTRATIVE TRADITIONAL NEIGHBORHOOD DESIGN TYPOLOGIES

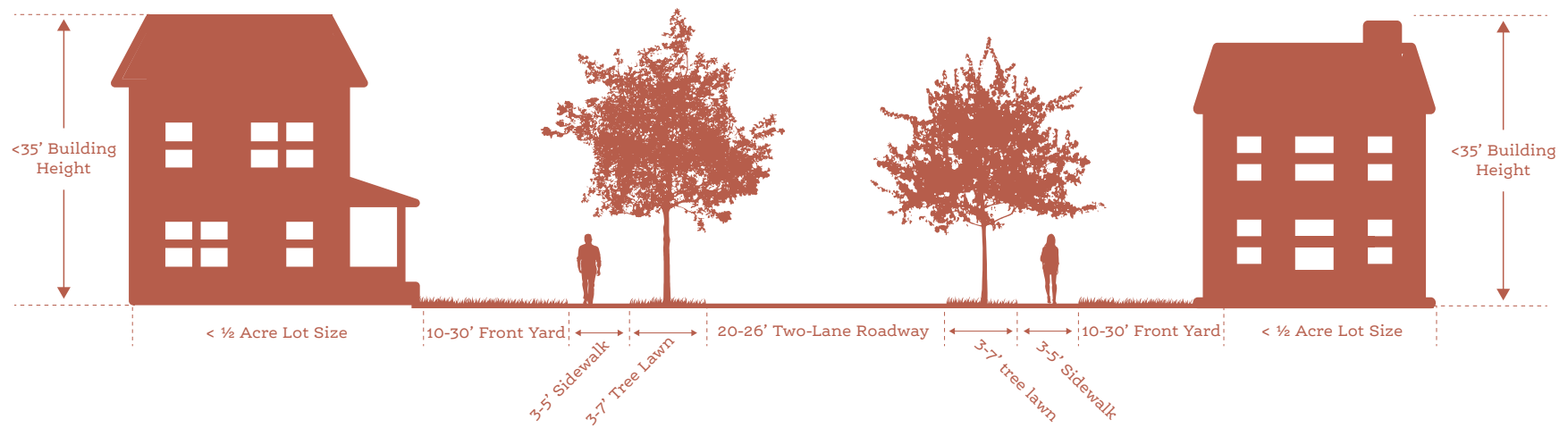


The presence of porches on older homes fosters a sense of community and creates a welcoming pedestrian environment.



56% of the Village homes were built prior to 1939. Consequently, Pittsford neighborhoods display a wide variety of housing types and architectural styles.

The historical integrity of older homes has been well protected thanks to the Village's Historic Preservation Board (HPB). It provides residents with guidance on exterior changes to their homes through the Certificate of Appropriateness (COA) review process.



Cross section of typical streetscape and building dimension ranges of the medium density neighborhood areas. This diagram quantifies the dimensional ranges of characteristic neighborhood elements.



Many of Pittsford Village's residential neighborhoods display the dimensional characteristics described above.

MIXED DENSITY NEIGHBORHOODS

The mixed density neighborhood area appears in orange on the CES map and is labeled #5 (page 69). This area is located on the west side of the Village between the CSX rail line and the Erie Canal, and is bounded on the east by Monroe Avenue. This area is undeveloped.

The purpose of the mixed density neighborhood designation is to allow for redevelopment of the site with a variety of housing densities that complement the residential fabric of the Village. Appropriate housing styles for this area include a mix of townhomes, duplexes, and low-impact multi-family homes. Commercial uses, that are low-impact and limited in scale, are also desirable.

SIS APPROACH



Design and treat newly constructed buildings in a manner consistent with the SIS and design principles defined as part of this Plan.

TRANSECT ZONE



V3

Residential Mix Zone
Variety of housing types and densities, resident amenities, parks, and public open spaces



The character of construction within the mixed density area is paramount to its success as an appropriate addition to the neighborhoods of Pittsford. Some of the place-making elements and enhancement strategies necessary to achieve this are summarized on this page.

PLACE-MAKING ELEMENTS

- ▶ Compatible mix of housing styles and densities.
- ▶ Maximum building heights of two stories
- ▶ Multi-family dwellings designed and scaled in accordance with single- or two-family dwellings.
- ▶ Buildings oriented to the street and public realm.
- ▶ Parking areas located behind buildings and well screened from public view.
- ▶ Internal and external sidewalk network connecting residents to nearby goods and services.
- ▶ Integration of publicly accessible parkland, greenspace, or plazas.

ENHANCEMENT STRATEGIES

- ▶ Provide for public access along the Canal with connectivity to existing sidewalks and trails.
- ▶ Incorporate complete street elements on the site.
- ▶ Allow Village land use regulations to provide for a mix of housing types and densities.
- ▶ Ensure future development considers environmental constraints of the site.
- ▶ Protect viewsheds along the Canal by limiting the height and scale of future development.
- ▶ Ensure future development of the site is oriented to and engages with the Erie Canal.
- ▶ Provide for ample areas of greenspace or courtyards for public use.

ILLUSTRATIVE TRADITIONAL NEIGHBORHOOD DESIGN TYPOLOGIES

Consider amendment to Plan to complete this section.

Consider amendment to Plan to complete this section.

NORTHERN GATEWAY

The Northern Gateway is labeled #6 on the map (page 69) and shaded in red. This area is bounded by the CSX railroad tracks to the north, the Erie Canal to the southwest, and farmland to the east. Currently, this area is home to a variety of businesses including a hotel, gas station, dairy and restaurants.

Physically separated from the village center by the Erie Canal, the character of the Northern Gateway area is more varied than the traditional downtown area. Due to the previous lack of design guidance, the development pattern of the gateway has become increasingly automobile-centric. The presence of surface parking, inconsistent building construction, and non-conforming setbacks detract from the overall walkability and historic character of the area.

SIS APPROACHES



Rehabilitate and adaptively reuse existing structures while retaining the historic elements and character of the structure.



Design and treat newly constructed buildings in a manner consistent with the SIS and design principles defined as part of this Plan.

TRANSECT ZONE



V4 **Mixed Zone**
Small-lot homes, apartments, offices, retail, variety of uses in close proximity, mixed use



The application of the following design principles will help to transform this area into a welcoming “gateway.”

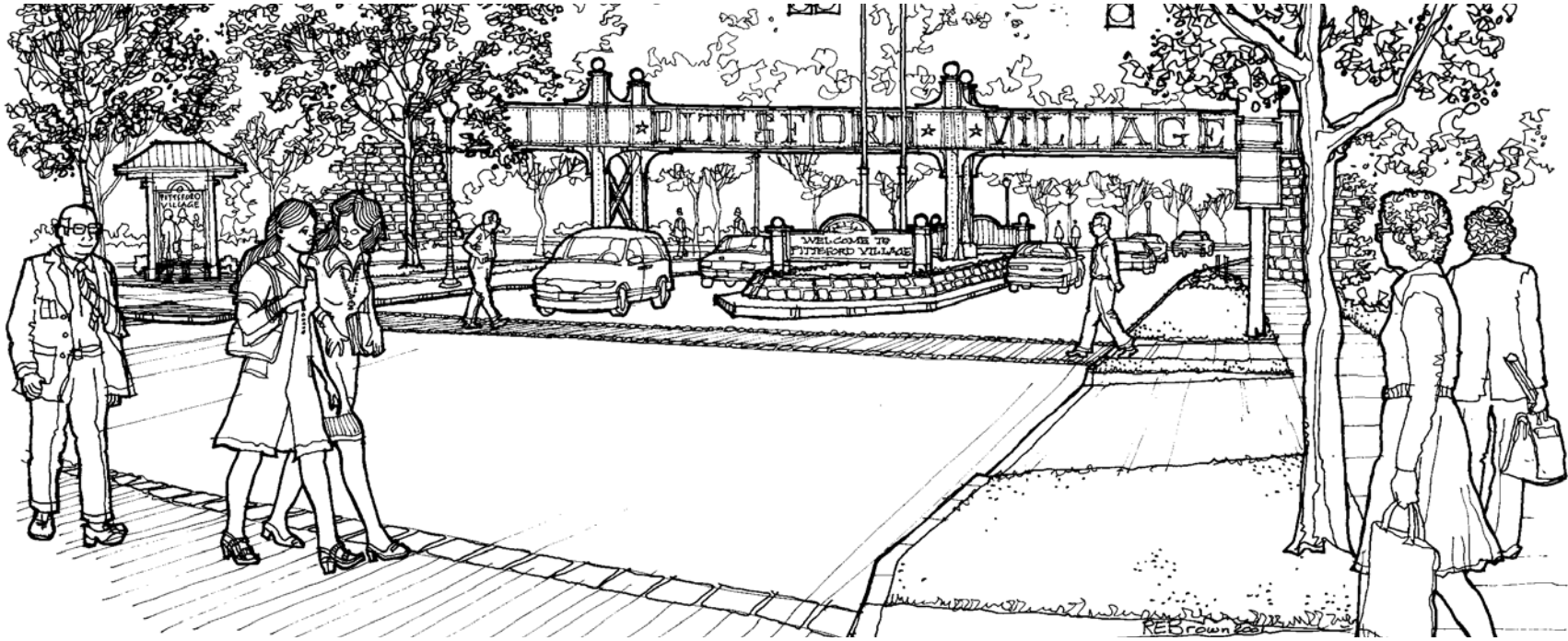
PLACE-MAKING ELEMENTS

- ▶ Building setbacks of 10 to 30 feet.
- ▶ Maximum building height to be compatible with adjacent neighborhoods.
- ▶ Well-kept landscaping, street trees, and lawns in front yards.
- ▶ Storefronts and building entrances oriented to the street with access from the public sidewalk.
- ▶ Building treatments that complement existing historic residential and agrarian architectural styles.
- ▶ Parking located to the rear of the property and screened from view from the public right-of-way and adjacent residences.
- ▶ Landscaping and safety elements for pedestrians in parking lots.

ENHANCEMENT STRATEGIES

- ▶ Implement the recommendations of the Active Transportation Plan such as installing pedestrian refuge islands along Main Street.
- ▶ Improve landscaping and screening of parking areas.
- ▶ Establish a more consistent character of building design along Main Street.
- ▶ Encourage front yard areas with landscaping, trees, and well-maintained lawns.
- ▶ Require relocation of parking to the side or rear of lots.
- ▶ Prohibit further expansions or additions of automobile-oriented uses, such as gas stations or drive-throughs.
- ▶ Redevelop automobile-oriented suburban-style properties with increased density and mixed use.
- ▶ Preserve landmarks in the area.

ILLUSTRATIVE TRADITIONAL NEIGHBORHOOD DESIGN TYPOLOGIES



As illustrated above, the 2002 Pittsford Village Comprehensive Plan contained graphics for potential gateway signage and increased pedestrian infrastructure in the Northern Gateway area. The photo below indicates there still is potential for further improvement on North Main Street. This illustration along with the one on the following page show the potential for safer and more pedestrian-friendly streetscapes in the Northern Gateway.

Existing residential uses in the Northern Gateway should be preserved, and any conversion of residential buildings to commercial uses should be prohibited.



The Pittsford Farms Dairy building is a fine example of agrarian architectural style.



The Northern Gateway should transition in intensity of use from adjoining residential neighborhoods to increasing mixed use development when approaching the Canal.



Any commercial activity in the Northern Gateway should have ample landscaping and greenery, as seen above.

TRADITIONAL DOWNTOWN

The area shaded in pink on the CES map and labeled #7 (page 69) is designated the traditional downtown area. The downtown area is the Village's central business district and Main Street which includes a concentration of late 19th and early 20th century mixed-use, commercial, and civic buildings. The downtown area hosts a variety of retail stores, office buildings, and civic uses, generally at a higher density than found elsewhere in the Village.

As the center of the greater Pittsford community, this downtown area serves a wide variety of patrons in a compact area. One of the greatest challenges regarding this area is managing automobile traffic and parking demand while maintaining the historic character. Economic pressures have extended business and office uses along Main Street to the Canal occupying several structures that were once single-family homes.

It is the intent of the Village to focus on infill and redevelopment within the traditional downtown area to reduce pressures on adjacent neighborhoods. Ensuring downtown structures are being effectively utilized is component of this strategy which includes the occupation of upper-floor units for residences or offices.

SIS APPROACHES



Rehabilitate and adaptively reuse existing structures while retaining the historic elements and character of the structure.



Reconstruct deteriorated properties based on accurate duplication or restoration of features; re-create the appearance of the non-surviving historic property in materials, design, color, and texture.



Design and treat newly constructed buildings in a manner consistent with the SIS and design principles defined as part of this Plan.

PLACE-MAKING ELEMENTS

- ▶ Minimal building setback from the sidewalk.
- ▶ Minimum building height of two-stories, maximum of three-stories.
- ▶ Storefronts and entrances oriented to the street.
- ▶ Parking areas located to the rear of the lot.
- ▶ Access provided to the front and rear of buildings from parking areas.
- ▶ Concentration of civic uses and public gathering spaces.

TRANSECT ZONE



V5

Village Center Zone
Mixed use structures,
concentration of
retail, entertainment,
and civic uses, and
diverse housing types



ENHANCEMENT STRATEGIES

- ▶ Support infill projects in downtown areas where the traditional fabric has been disrupted (e.g. the northeast corner of Main and State Street).
- ▶ Implement recommendations of the Active Transportation Plan (ATP), such as improving the pedestrian realm at the four corners intersection (bump outs, enhanced crosswalks, benches, and public art features).
- ▶ Ensure commercial activities do not negatively impact the quality of adjacent residential properties.
- ▶ Maintain “Yield to Pedestrian” signs along Main Street.
- ▶ Consider enhanced crosswalk configurations for greater pedestrian safety.
- ▶ Develop a wayfinding program for the Village.
- ▶ Enhance and connect civic gathering spaces.
- ▶ Conduct a parking inventory and demand analysis to identify needs and opportunities.

ILLUSTRATIVE TRADITIONAL NEIGHBORHOOD DESIGN TYPOLOGIES



In the Village's 2002 Comprehensive Plan several graphics were included that illustrated appropriate infill development possibilities (upper image) and an enhanced public realm (right image).





Creative public art and design features will enhance Pittsford's historic character and sense of place. Included could be features such as artwork, color highlighting crosswalks, artistic benches, planters, or bike racks.



MIXED USE OFFICE / RESIDENTIAL

Mixed-use office/residential areas are shaded in purple and labeled #8 on the CES map (page 69). Two mixed-use areas are identified on the map:

- ▶ Area 8a between northern border of the Village and the Canal; and
- ▶ Area 8b at the western border of the Village south of Monroe Avenue and west of Sutherland Street.

The northern mixed-use area (8a) is the site of the old Pickle Factory, a self-storage facility, and the Pittsford Grove office complex. The Pickle Factory contains office and light retail space. Public feedback obtained as part of this planning process indicates support for the addition of residential units to both the Pickle Factory and Pittsford Grove. This would serve to increase the diversity of housing options within the Village.

8b, the western mixed-use office area, developed as an office park of primarily single-story buildings with ample parking. This area also elicited public support for residential units, by introducing apartments or establishing mixed uses in the existing buildings.

The viability of the above concepts require investigation, particularly the impact of additional traffic in the area.

SIS APPROACHES



Rehabilitate and adaptively reuse existing structures while retaining the historic elements and character of the structure.



Design and treat newly constructed buildings in a manner consistent with the SIS and design principles defined as part of this Plan.

The Decline of the Suburban Office Park

Shifting preferences for a more urban lifestyle together with technology that allows people to work remotely have resulted in declining office park occupancy rates nationwide. A white paper published by the real estate firm NGKF found that...

14% to 22% of suburban office space inventory is in some stage of obsolescence.

Some of these spaces are in the early stages of obsolescence and may be retrofitted for alternative uses.

TRANSECT ZONE



V4

Mixed Zone
Small-lot homes, apartments, offices, retail, variety of uses in close proximity, mixed use



PLACE-MAKING ELEMENTS

- ▶ Horizontal and/or vertical integration of mixed-uses on a single property.
- ▶ Maximum building height of three-stories when context-appropriate.
- ▶ Entrances oriented to the street.

- ▶ Shared parking areas provided behind structures, well screened from public view.
- ▶ Provide for safe pedestrian connections to the Village's sidewalk network.
- ▶ Bike parking and on-street infrastructure to encourage commuting by bicycle.
- ▶ Signage promoting nearby trails, such as the Auburn Trail.

ENHANCEMENT STRATEGIES

- ▶ Continue to re-use and rehabilitate existing building stock for non-retail uses.
- ▶ Investigate the feasibility of introducing residential uses to office park areas.
- ▶ Limit multi-family development to be compatible with surrounding buildings and density.
- ▶ Require new developments to include pedestrian infrastructure such as sidewalks, street lighting, crosswalks and landscaping.
- ▶ Ensure park design for the Northwest Quadrant provides pedestrian connections to the Pickle Factory, Erie and Auburn Trail.
- ▶ Restrict high intensity uses of office buildings.
- ▶ Maintain existing footprints of office buildings.
- ▶ Consider traffic impacts, pedestrian and biking safety for all development.

ILLUSTRATIVE TRADITIONAL NEIGHBORHOOD DESIGN TYPOLOGIES



The current layout of area 8b is designed to accommodate vehicles but lacks important pedestrian connectivity. Any redevelopment of this site would require additional pedestrian infrastructure and wayfinding to safely connect the area to surrounding residential areas.

Area 8b is directly adjacent to several residential structures to the east on Sutherland Street and is separated by a vegetative buffer. Redevelopment of this area for residential uses should provide for housing that gradually increases in density as it moves away from Sutherland Street. This plan would ensure that the viewshed enjoyed by the residents of Sutherland Street is not negatively impacted.



The introduction of residential activity should not significantly alter the scale and character of these areas. Specifically, mixed use and residential buildings in the Pittsford Village Green should be limited to two stories. Historic structures, such as the Pickle Factory Building should be preserved in their current form.



Mounting evidence indicates the desirability of suburban office parks is declining. According to Business Insider, “The traditional suburban office park - a cluster of homogeneous, cubicle-filled buildings surrounded by large parking lots and highways — is dying in the US.” A growing number of businesses are locating operations in or near urban areas to appeal to a larger, more diverse workforce. These newly desirable areas typically include city centers and mixed-use neighborhoods but also more traditional village settings.

An increasing number of real estate companies have vacant or underutilized office space in their portfolios. As a result, some are being re-purposed for mixed-use projects including residential options. Pittsford Village recognizes this trend and is supportive of allowing a limited number of multi-family options within the areas labeled 8a, Pickle Factory, and 8b, Village Green, on the CES Map.

The image at top right illustrates a former agricultural storage facility re-purposed as an inn while maintaining the historic integrity of the original building.

MIXED USE CANALFRONT

The two areas shaded in blue on the CES map (page 69) and labeled as #9 are designated as mixed use canalfront. These areas are identified as:

- ▶ Area 9a: The southern canalbank south of the CSX rail line; and
- ▶ Area 9b: Schoen Place and Northfield Common.

These areas vary in their access and orientation to the Canal. Schoen Place and Northfield Common (9b) provide excellent access to the waterfront. For example, a business with large windows facing the canal provides patrons an immediacy to this national treasure.

Area 9a, however, presently does not provide the same level of canal accessibility. The current use is retail stores, which provide minimal public access to the Canal. While there are traffic and pedestrian issues associated with Area 9a, the potential remains high for compatible re-development.

Desirable uses in the mixed use canalfront areas include entertainment and retail operations, water-related businesses, restaurants, and a variety of higher density residential dwellings (e.g. upper floor residential units, rowhouses, etc.).

SIS APPROACHES



Rehabilitate and adaptively reuse existing structures while retaining the historic elements and character of the structure.



Design and treat newly constructed buildings in a manner consistent with the SIS and design principles defined as part of this Plan.

Although Schoen Place and Northfield Common are both identified as mixed use canalfront areas on the CES Map (#9a), they vary significantly in character. Schoen Place is generally larger scale, with taller structures and a potential to support more intensive commercial uses, as it does not abut residential properties in the same manner as Northfield Common.

In order to accommodate a mix of commercial and residential uses in the Northfield Common area, careful consideration will need to be given to transitional treatments to protect the existing residential homes abutting the Common. Additionally, the scale of structures and intensity of use should be modified in the Northfield Common area to ensure the greatest level of compatibility with adjacent neighborhoods.

TRANSECT ZONE



V4

Mixed Zone
Small-lot homes, apartments, offices, retail, variety of uses in close proximity, mixed use



PLACE-MAKING ELEMENTS

- ▶ Orientation of buildings to the canalfront as well as the street encourage pedestrian access between the front and back of the buildings.
- ▶ Maximum building height of three-stories if context appropriate.
- ▶ Shared parking areas that are out of view from the historic viewshed and appropriately landscaped to preserve aesthetics.

- ▶ Incorporation of public gathering spaces and art.
- ▶ Unimpeded access to the Canal.

ENHANCEMENT STRATEGIES

- ▶ Implement the recommendations of the Active Transportation Plan (ATP) for example, formalizing a Bicycle Boulevard along Schoen Place.
- ▶ Pursue redevelopment opportunities consistent with the Schoen Place/Northfield Common Concept Plan (identified on pages 94 to 95).
- ▶ Encourage a mix of retail, entertainment, commercial, hospitality, and residential uses along the Canal.
- ▶ Maintain and enhance public access along the canal.
- ▶ Utilize the Town and Village Local Waterfront Revitalization Plan (LWRP) and update as needed.
- ▶ Enhance existing pedestrian infrastructure on existing canal bridges. Then, if needed, reconsider the pedestrian bridge concept that was proposed in the 2002 Comprehensive Plan.
- ▶ Ensure future infill plans adhere to the historic development patterns of structures along Schoen Place preserving the canal viewshed.
- ▶ Require that traditional materials and designs be utilized in rehabilitation or new construction.
- ▶ Encourage redevelopment in Area 9a with facades oriented toward Monroe Avenue, therefore compatible with the existing streetscape and gateway to the Village.

ILLUSTRATIVE TRADITIONAL NEIGHBORHOOD DESIGN TYPOLOGIES



The historic viewshed at Shoen Place is an iconic image of the Village.



The placemaking elements of Schoen Place center around waterfront development allowing for outdoor dining, recreational activities, and opportunities for boaters to patronize businesses with a friendly bicycle and pedestrian environment.



Pultneyville, NY provides a good local example of waterfront development that is geared towards water access and provides accommodation for boaters to access the amenities along the waterfront.

SCHOEN PLACE / NORTHFIELD COMMON CONCEPT PLAN



THE FUTURE OF SCHOEN PLACE

It is essential that any new development respect the rich history and varied commercial activity of Schoen Place. The area between Schoen Place and Northfield Common is underutilized and has been identified by the Village as an area for potential re-development and adaptive reuse. The concept plan presented above aids in the visualization of the Village's preferences for this area. Note that the renderings presented in the concept plan and associated graphics are purely illustrative and do not represent any formal plan for the future. This concept plan functions as a guideline and reference point when considering future development proposals.

THE CANAL AS A LANDMARK

Schoen Place is one of the most visited Erie canal ports in New York State. Its unique width creates very engaging waterfront vistas along the Erie canal system. It is an especially vibrant character areas in Pittsford Village. For over two centuries the canal has been a hub of commerce and early regional development resulting in a robust and diverse building stock including mills, barns, sheds and silos. This architectural inventory has been preserved and re-purposed over time, which has allowed the canalfront to maintain its role as a vital activity center. In addition, the canal is designated a national linear landmark adding to the commercial vibrancy of Schoen Place.

SCHOEN PLACE SURVEY RESPONSE

There are several historic barns located on land in a commercial area on the north side of the Erie Canal at Schoen Place for which there may be opportunity for development. The area is located between the Erie Canal and active protected farmland to the north. Which of the following would be your preference for such reuse of this property?

71%

Rehabilitate some or all of the existing structures while allowing infill of newly constructed mixed use development.

21%

Demolish the existing historic structures for newly constructed commercial and / or mixed use (including residential development.)

ELEMENTS OF THE CONCEPT PLAN

As with all aspects of the concept plan, this area remains un-programmed, but is envisioned to host a wide variety of community events such as festivals and public markets, while providing access to the canalfront. However, there are several notable elements in the plan. First, existing agricultural buildings fronting Schoen Place are to be adaptively re-used or rehabilitated with spaces appropriate for commercial or community uses. Surrounding these buildings, visitors may enjoy a public common space with paved and grassy areas oriented toward the canal (shown below).





SUB-AREA DESIGN CONCEPTS

Vehicular Circulation

- Continue the Enhancement of Traffic Calming Features
- Consider a "Formalized" Loop Road to be built as a complete street
- Orient New Parking to East Side of Site

Pedestrian and Bicycle Circulation

- Introduction of East-West Pedestrian "Fingers"
- Promote a more Defined Bicycle Lane along Schoen Place
- Consider a Pedestrian Bridge that Connects to Library. Aesthetics of bridge and impact of view shed should be considered.

Building Pattern

- Consider Smaller Zones defined by Pedestrian "Fingers"
- Maintain and Respect the Relative Original Building Footprints
- Consider New Buildings of Contextual Character at Northeast Side of Zone 5
- Consider Mixed-Use (Including Residential) in Zone 5

Other Amenities

- Consider a New Centralized Plaza in Zone 5
- Consider a New Info / History and Public Restroom Amenity in Zone 5
- Consider Street Activity / Festival Zone(s)

ZONE 5 POTENTIAL USES

- Consider Zone 5 as "Horizontal" Mixed-Use Area with Commercial/ Retail Uses oriented to the Southwest and Residential Uses oriented to the Northeast.
- Existing Historic Buildings at Southwest (Maintain and Respect the Relative Original Footprints): Consider Commercial Retail in a Multi-Tenant Open Plan Scenario that Expresses the Architectural Character and Volume (i.e. kiosks within a Market). Consider Retail and Restaurant Vendors on the First Floor, and Office and Art/Boutique Studios on the Second Floor. Take Advantage of the Exterior Plaza Opportunity for Seating, Gathering, Events, Etc. Take Advantage of Potential Synergy with Co-Work Office Space to the South. Take Advantage of Potential Schoen Place Street Activity Zone. Consider a Public Amenity (Visitor's Center, Restrooms) in Original Weigh-Station Building.
- New Buildings at Northeast (Architecturally Contextual to Schoen Place and Adjoining Agrarian Properties): Consider Multi-Family Residential and/or Boutique Hotel.

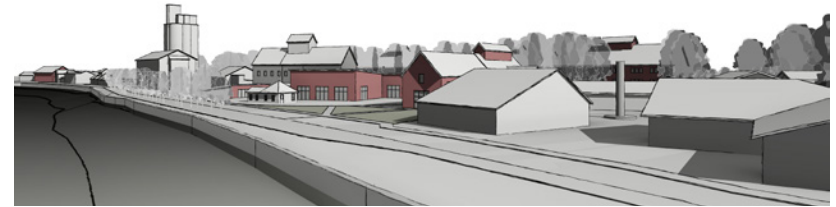
TRANSPORTATION IMPROVEMENTS

This plan introduces an access road from the south terminal of Schoen Place, behind Northfield Common, past a potential new development to the northeast, and eventually reconnecting further north to Schoen Place. This new secondary connection between State Street and North Main Street allows visitors to access any new development in the northern area. This plan would also accommodate periodic closing of Schoen Place for events. By closing Schoen Place the physical barrier to the canalfront would be removed especially for the proposed common outdoor space. Visitors and residents could experience both the amenities of Schoen Place as well as the canal unimpeded by vehicular traffic.



INFILL DEVELOPMENT

Last, the concept plan depicts an example of infill development abutting the conservation easement protected farmland. It is crucial new buildings be designed in harmony with the existing buildings on Schoen Place.



The placement, height, and design of the infill development in the concept plan is sited to preserve the historic canal viewshed (shown above).

The concept plan presents possible new development referencing the historic barns and other agricultural architecture found throughout Schoen Place. Compatible rooflines, fenestration patterns, and materials are to be observed. The use of these buildings, however, may vary from residential to mixed-use.

The aggregate effect of the proposals is intended to produce lively, dynamic new space that enhances the existing uses along Schoen Place. The combined effect of the plan elevates the pedestrian experience and pays tribute to the well-preserved architectural history of the area. While it is acknowledged that development proposals may vary from this concept plan in layout, design, and use, the underlying principles of this plan shall be followed to ensure the continued success and preservation of the Schoen Place canalfront.



END OF PLAN

TOWN AND VILLAGE OF PITTSFORD WATERFRONT REVITALIZATION PROGRAM (LWRP)

Coastal Assessment Form (CAF)

A. INSTRUCTIONS (please print or type all answers):

1. Applicants or, in the case of direct actions, town and/or village agencies, shall complete this CAF for proposed actions which are subject to the LWRP consistency review law of the municipality wherein the action is proposed. This assessment is intended to supplement other information used by an agency in making a determination of consistency with the Town and Village of Pittsford Joint Local Waterfront Revitalization Program.
2. Before answering the questions in Section C, the preparer of this form should review the policies and explanations of policy contained in the Town and Village of Pittsford Joint Local Waterfront Revitalization Program (LWRP), a copy of which is on file in the Town's Department of Public Works office or in the Village Clerk's office. A proposed action should be evaluated as to its significant beneficial and adverse effects upon the waterfront area.
3. If any question in Section C on this form is answered "yes", then the proposed action may affect the achievement of the LWRP policy standards and principles, as well as conditions contained in the consistency review law. Thus, the action should be analyzed in more detail and, if necessary, modified prior to making a determination that an action is consistent to the maximum extent practicable with the LWRP policy standards and conditions. If an action cannot be certified as consistent with the LWRP policy standards and conditions, it shall not be undertaken.

B. DESCRIPTION OF SITE AND PROPOSED ACTION

1. Type of Town/Village agency action (check appropriate response):
 - ☒ a. Directly undertaken (e.g. capital construction, planning activity, agency regulation, land transaction)
 - ☐ b. Financial assistance (e.g. grant, loan, subsidy)
 - ☐ c. Permit, approval, license, certification
 - ☐ d. Agency undertaking action:
2. Describe Nature and Extent of Action: **Adoption of a new Zoning Code and Sub-Division Code for the Village of Pittsford**

3. Location of Action: **The entire corporate limits of the Village of Pittsford**
4. Street or Site Description: **N/A**

Site is Located in: (circle one)	Town	Village	Both
a. Size of Site:
b. Present Land Use:
5. Present Zoning Classification(s): **C Current Zoning Map of the Village of Pittsford**
6. Describe any Unique or Unusual Land Forms on the Project Site (i.e. bluffs, ground depressions, other geological formations): **N/A**
7. Percentage of site which contains slopes of 15% or greater: **Less than 5%**
8. Streams, Ponds or Wetlands Existing Within or Contiguous to the Project Area:
 - a. Name **Wetlands, Rand Creek, Holly Creek and Various Ponds**
 - b. Size (in acres) **Respectively: 2 acres, 3/4-mile in length, 1/4-mile in length, various shapes and sizes**
9. If an Application for the Proposed Action has been filed with the Town/Village Agency, the following information shall be provided **N/A**
 - a. Name of Applicant
 - b. Mailing Address
 - c. Telephone Number: Area Code ()
 - d. Application Number, if any:
10. Will the Action be Directly Undertaken, Require Funding, or Approval by a State or Federal Agency?

Yes	No
<input type="checkbox"/>	<input checked="" type="checkbox"/>

If yes, which State or Federal Agency?
11. Will Action Require Consistency Review of:

(choose one) ☐ Town ☒ Village ☐ Both

C. WATERFRONT ASSESSMENT (Check either “yes” or “no” for each of the following questions)

1.	Will the Proposed Action have a Significant Effect Upon:	YES	NO
a.	Commercial or recreational use of fish and wildlife resources?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b.	Scenic quality of the waterfront environment?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c.	Development of future, or existing water dependent uses?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d.	Stability of the shoreline?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e.	Surface of groundwater quality?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
f.	Existing or potential public recreation opportunities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
g.	Structures, sites or district of historic, archeological or cultural significance to the Town, Village, State or Nation?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	See attached		
2.	Will Proposed Action Involve or Result in any of the following:	YES	NO
a.	Physical alteration of land along the shoreline, land under water or coastal waters?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b.	Physical alteration of two (2) acres or more land located elsewhere in the waterfront area?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c.	Expansion of existing public services or infrastructure in underdeveloped or low density areas of the waterfront area?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d.	Energy facility not subject to Article VII or VIII of the Public Service Law?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e.	Mining, excavation, filling or dredging?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
f.	Reduction of existing or potential public access to or along the shore?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
g.	Sale or change in use of publicly-owned lands located on the shoreline or under water?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

i.	Development on a natural feature that provides protection against flooding or erosion?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
j.	Diminished surface or groundwater quality?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
k.	Removal of ground cover from the site?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3.	Project None of the sub-paragraphs are applicable	YES	NO
a.	If project is to be located adjacent to shore:		
	(1) Will water-related recreation be provided?	<input type="checkbox"/>	<input type="checkbox"/>
	(2) Will public access to the shoreline be provided?	<input type="checkbox"/>	<input type="checkbox"/>
	(3) Does the project require a waterfront site?	<input type="checkbox"/>	<input type="checkbox"/>
	(4) Will it supplant a recreational or maritime use?	<input type="checkbox"/>	<input type="checkbox"/>
	(5) Do essential public services and facilities presently exist at or near the site?	<input type="checkbox"/>	<input type="checkbox"/>
	(6) Is it located in a flood prone area?	<input type="checkbox"/>	<input type="checkbox"/>
	(7) Is it located in an area of high erosion?	<input type="checkbox"/>	<input type="checkbox"/>
b.	If the project site is publicly owned:		
	(1) Will the project protect, maintain and/or increase the level and types of public access to water-related recreation resources and facilities?	<input type="checkbox"/>	<input type="checkbox"/>
	(2) If located in the foreshore, will access to those and adjacent lands be provided?	<input type="checkbox"/>	<input type="checkbox"/>
	(3) Will it involve the siting and construction of major energy facilities?	<input type="checkbox"/>	<input type="checkbox"/>
	(4) Will it involve the discharge or effluents from major steam electric generating and industrial facilities into a waterway?	<input type="checkbox"/>	<input type="checkbox"/>

- | | | | |
|----|---|--------------------------|--------------------------|
| c. | Is the project site presently used by the community as an open space or recreation area? | <input type="checkbox"/> | <input type="checkbox"/> |
| d. | Does the present site offer or include scenic views or vistas known to be important to the community? | <input type="checkbox"/> | <input type="checkbox"/> |
| e. | Will the surface area of any waterways or wetland areas be increased or decreased by the proposal? | <input type="checkbox"/> | <input type="checkbox"/> |
| f. | Will the project involve any waste discharges? | <input type="checkbox"/> | <input type="checkbox"/> |
| g. | Does the project involve transport, storage, treatment or disposal of solid waste or hazardous material? | <input type="checkbox"/> | <input type="checkbox"/> |
| h. | Does the project involve shipment or storage of petroleum products? | <input type="checkbox"/> | <input type="checkbox"/> |
| i. | Does the project involve discharge of toxics, hazardous substances or other pollutants? | <input type="checkbox"/> | <input type="checkbox"/> |
| j. | Will the project affect any area designated as a freshwater wetland? | <input type="checkbox"/> | <input type="checkbox"/> |
| k. | Will the project alter drainage flow, patterns or surface water runoff on or from the site? | <input type="checkbox"/> | <input type="checkbox"/> |
| l. | Will best management practices be utilized to control storm water runoff into waterways? | <input type="checkbox"/> | <input type="checkbox"/> |
| m. | Will the project cause emissions which exceed federal or State air quality standards or generate significant amounts of nitrates or sulfates? | <input type="checkbox"/> | <input type="checkbox"/> |

D. REMARKS OR ADDITIONAL INFORMATION (Add any additional sheets necessary to complete this form.) **See attached**

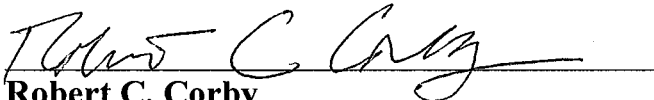
If assistance or further information is needed to complete this form, depending on project location, please contact:

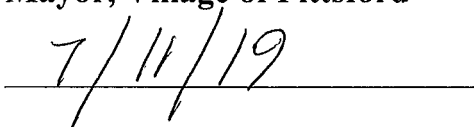
Village of Pittsford Village Clerk's office at (585) 586-4332

Preparer's Name: **Board of Trustees of the Village of Pittsford**

Telephone Number: **(585) 586-4332**

Address: **21 N. Main Street, Pittsford, New York 14534**

By: 
Robert C. Corby
Mayor, Village of Pittsford

Date: 

ADDENDUM

Questions C.1. b., c., f. and g., were answered in the affirmative. This is because the adoption of the new Zoning Code and Sub-Division Code may result in a significant effect with regard to those questions. It should be noted, however, that because the adoption of the new Zoning Code and Sub-Division Code will be based on and result from the currently adopted Comprehensive Plan for the Village of Pittsford, any such effects will be positive for the Village of Pittsford and its residents.

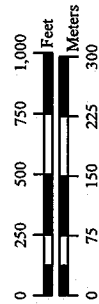


ZONING DISTRICT MAP

Village of Pittsford

Monroe County, New York

- R-1 Residence District
 - R-2 Residence District
 - R-3 Residence District
 - R-4 Residence District
 - R-5 Residence District
 - B-1 Retail Business District
 - B-1A Special Historic Business District
 - B-2 General Business District
 - B-3 Special Business District
 - B-4 Canal Waterfront Business District
 - M-1 Light Industrial District
 - LWOD Local Waterfront Overlay District
 - National Register District
 - Performance Zoning Overlay District
- School
 - Real Property Parcel Boundary
 - State Road
 - County Road
 - Local Road
 - Private Road
 - Railroad
 - Municipal Boundary
 - Water



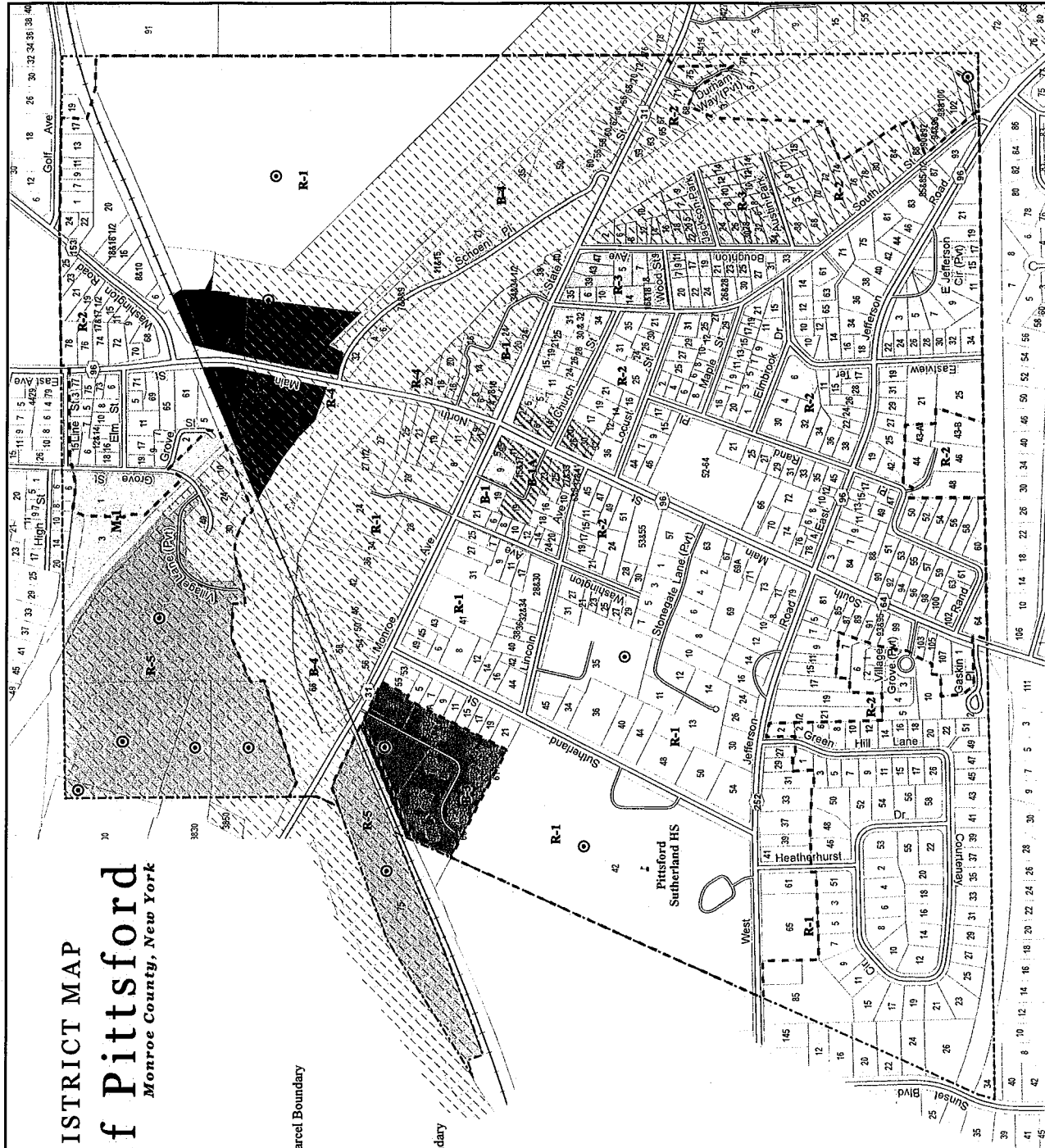
1 inch = 500 feet
Intended print size: 11"x17"W



Date: 10/1/2017
Drawn by: [Name]
Checked by: [Name]
Monroe County Real Property Tax Service, July 2017
U.S. Geological Survey, 2010

The information depicted on this map is representational and should be used for general reference purposes only. No warranty, expressed or implied, is provided for the data or its use in interpretation.















Town of Pittsford, GIS
November 1, 2017





VILLAGE OF PITTSFORD NEW YORK

DRAFT JULY 2, 2019

-  Canal
-  Pittsford Village Historic (H) District
-  2015 Historic District, National Register
-  Local Waterfront Overlay (LWO)
-  Low Density Residential (LDR)
-  Medium Density Residential (MDR)
-  Mixed Residential (MR)
-  Limited Office Residential (LOR)
-  Village Gateway Business (VGB)
-  Village Center Business (VCB)
-  Traditional Downtown Design (TDD)
-  Mixed Use Erie Canal (MU-EC)
-  Mixed Use Office (MU-OFF)
-  Open Space (OS)

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CHAPTER 210

VILLAGE OF PITTSFORD ZONING CODE

ZONING CODE

TABLE OF CONTENTS

PART 1:	ADMINISTRATION & ENFORCEMENT
PART 2:	DISTRICT & USE REGULATIONS
PART 3:	APPLICATION & REVIEW PROCEDURES
PART 4:	TERMINOLOGY



CHAPTER 210

VILLAGE OF PITTSFORD ZONING CODE

PART 1

ADMINISTRATION & ENFORCEMENT

ARTICLE 10:	ESTABLISHMENT & APPLICABILITY
ARTICLE 11:	ZONING MAP
ARTICLE 12:	BUILDING & CODE ENFORCEMENT
ARTICLE 13:	VILLAGE BOARD OF TRUSTEES
ARTICLE 14:	HISTORIC PRESERVATION BOARD
ARTICLE 15:	PLANNING BOARD
ARTICLE 16:	ZONING BOARD OF APPEALS
ARTICLE 17:	NONCONFORMING USES & STRUCTURES
ARTICLE 18:	PROPERTY MAINTENANCE & REPAIR
ARTICLE 19:	PENALTIES & FEES

ARTICLE 10

ESTABLISHMENT & APPLICABILITY

§ 210-10.1 ESTABLISHMENT

The Board of Trustees of the Village of Pittsford hereby enacts and publishes the following Chapter establishing zoning regulations for the Village and providing for the enactment, administration, and amendment thereof pursuant to the provisions of NYS Village Law, Article 7.

§ 210-10.2 TITLE

This Chapter shall be known as the "Zoning Law of the Village of Pittsford, Monroe County, New York." For convenience, it is also referred to throughout this Chapter as the "zoning law" or "zoning code."

§ 210-10.3 PURPOSE

The provisions of this Chapter shall be held to be minimum requirements adopted for the promotion of the public health, safety, sense of community, and general welfare and the conservation of property values throughout the Village of Pittsford. These provisions are intended to provide for adequate light, air and convenience of access, to secure safety from fire and other hazards and to prevent undue concentration of population by regulating and limiting the height and bulk of buildings, limiting and specifying the size of yards, courts and other open spaces, controlling the density of population and regulating and restricting the location of trades, industries and buildings designed for a specific use.

§ 210-10.4 APPLICABILITY

- A. This Chapter shall be in effect immediately upon adoption and publication as provided by NYS Village Law.
- B. Zoning affects every structure and use. Except as hereinafter provided, no building, structure or premises shall be used or occupied, and no building or structure shall be erected, moved, reconstructed, extended, enlarged, altered, or demolished except in conformity with the regulations herein.

§ 210-10.5 CONFLICT WITH OTHER REGULATIONS

- A. In their interpretation and application, the provisions of this Chapter, shall be held to be the minimum requirements adopted for the promotion of the public health, community values, safety or other general welfare. Whenever the requirements of this Chapter are at variance with the requirements of any other applicable law, ordinance, regulation or private agreement, the most restrictive, or that imposing the higher standards, shall govern.

- B. The Village does not enforce or maintain a record of private agreements. This zoning law is not intended to interfere with, abrogate or annul any easement, covenant, deed restriction or other agreement between private parties. If the provisions of this zoning law impose a greater restriction than imposed by a private agreement, the provisions of this zoning law will control.

§ 210-10.6 EFFECTIVE DATE

The effective date of this Chapter shall be the date of filing with the Secretary of State, as provided for by NYS Village Law.

§ 210-10.7 TRANSITIONAL PROVISIONS

- A. **Applications Prior to Effective Date.** Accepted applications that were submitted before the effective date of this Chapter will be reviewed wholly under the terms of this Chapter.
- B. **Permits Granted Prior to Effective Date.**
 - 1. Any building, development or structure for which a building permit was issued before the effective date of this Chapter may be completed in conformance with the issued building permit and other applicable permits and conditions.
 - 2. If construction has not commenced by the effective date of this Chapter, then the building, development or structure must be constructed, completed and occupied only in strict compliance with the standards of this zoning law.
- C. **Continuance of Violations.**
 - 1. Any violation of the previous zoning law will continue to be a violation under this zoning law and be subject to penalties and enforcement under NYS Village Law.
 - 2. If the use, development, construction or other activity that was a violation under the previous law complies with the express terms of this zoning law, enforcement action will cease, except to the extent of collecting penalties for violations that occurred before the effective date of this Chapter.
 - 3. The adoption of this zoning law does not affect nor prevent any pending or future prosecution of, or action to abate violations of the previous law that occurred before the effective date of this Chapter.
- D. **Continuing Nonconformities.** Any nonconformity under the previous zoning law will also be nonconformity under this zoning law, as long as the situation that resulted in the nonconforming status under the previous regulation continues to exist. If, however, a nonconforming situation under previous zoning regulations becomes conforming because of the adoption of this zoning law, or any subsequent amendment to it, then the situation will no longer be considered a nonconformity.

ARTICLE 11

ZONING MAP

§ 210-11.1 OFFICIAL ZONING MAP ESTABLISHED

- A. The zoning districts of this Chapter are bounded and defined as shown on a map entitled the "Official Zoning Map of the Village of Pittsford," bearing the date of adoption of this Chapter and as revised from time to time. For convenience the Official Zoning Map of the Village may also be referred to as the "zoning map."
- B. The zoning map is hereby established, adopted, and incorporated into this Chapter and shall be as much a part hereof as if fully set forth and described herein.

§ 210-11.2 KEEPING OF THE MAP

- A. The Village Clerk shall maintain the zoning map and file all amendments thereto with Monroe County and NYS as required by NYS Village Law.
- B. A copy of the zoning map indicating the latest amendments shall be kept in the offices of the Village Clerk for the use and benefit of the public.

§ 210-11.3 DISTRICT BOUNDARIES

- A. Where district boundaries are indicated as approximately following the center lines of streets, highways, waterways or railroad rights-of-way, or such lines extended, such center lines shall be construed to be such boundaries.
- B. Where such boundaries are indicated as approximately following the property lines of parks or other publicly owned lands, such lines shall be construed to be such boundaries.
- C. In all cases where a district boundary line is located not farther than 10 feet away from a lot line of record, such boundary line shall be construed to coincide with such lot line.
- D. In all other cases where dimensions are not shown on the map, the location of boundaries shown on the map shall be determined by the Code Enforcement Officer through the application of a graphic scale or other such instrument of measurement.

§ 210-11.4 NYS LANDS NOT EXCLUDED

Land in the Village owned by the State of New York and a part of the Barge Canal System shall not be included in computing zoning setbacks or land area by landowners in the Village. This prohibition applies even though a said landowner has a use or occupancy permit from the State of New York.

ARTICLE 12

BUILDING & CODE ENFORCEMENT

§ 210-12.1 OFFICE OF CODE ENFORCEMENT

- A. The Office of Code Enforcement of the Village of Pittsford is hereby established for the purposes of enforcing this Chapter, the Village Code, local laws adopted by the Village Board of Trustees, the NYS Uniform Fire Prevention and Building Code, and any other applicable local, county, state, or federal laws and regulations.
- B. The Mayor of the Village of Pittsford may appoint officers and inspectors to the Office of Code Enforcement to assist with the exercise of powers and fulfillment of duties conferred upon the Office by this Chapter and NYS Law. Such appointments shall be subject to approval by the Village Board of Trustees.
- C. The compensation for the employees of the Office of Code Enforcement shall be set from time to time by the Village Board.

§ 210-12.2 BUILDING INSPECTOR

- A. **Appointment.** The position of Building Inspector shall be subject to appointment by the Mayor and confirmation by the Village Board of Trustees as provided by NYS Village Law.
- B. **Certification.** The Building Inspector shall possess background experience related to building construction and fire prevention and shall obtain training as required by the State of New York for building code enforcement personnel. The Building Inspector shall also obtain certification from the NYS Department of State pursuant to the Executive Law and the regulations promulgated thereunder.
- C. **Powers and Duties.** The Building Inspector shall be responsible for the administration and enforcement of the NYS Building Code and the regulations contained therein. Powers and duties of the Building Inspector shall include:
 - 1. Receiving, reviewing, and approving or disapproving applications for Building Permits or Certificates of Occupancy, and the plans, specifications, and documents submitted therewith;
 - 2. Issuing Building Permits and Certificates of Occupancy upon approval and certification of conformance with this Chapter;
 - 3. Issuing written notices to property owners in violation of the NYS Building Code;
 - 4. Conducting construction inspections, inspections prior to the issuance of Certificates of Occupancy, fire safety and property maintenance inspections, inspections incidental to the investigation of complaints, and all other inspections required or permitted by this Chapter and the NYS Building Code;
 - 5. Issuing Stop Work Orders;

6. Maintaining records;
7. Reviewing and investigating complaints;
8. Pursuing and participating in enforcement actions and proceedings; and
9. Exercising all other powers and fulfilling all other duties conferred upon the Building Inspector by this Chapter, the Village Board, the Village Code, Village Local Laws, or NYS Village Law.

§ 210-12.3 CODE ENFORCEMENT OFFICER

- A. **Appointment.** The position of CEO shall be subject to appointment by the Mayor and confirmation by the Village Board of Trustees as provided by NYS Village Law.
- B. **Certification.** The CEO shall possess background experience related to building construction and zoning regulation and shall obtain training as required by the State of New York for code enforcement personnel. The CEO shall also obtain certification from the NYS Department of State pursuant to the Executive Law and the regulations promulgated thereunder.
- C. **Powers and Duties.** The CEO shall be responsible for the administration and enforcement of this Chapter and the regulations contained herein. Powers and duties of the CEO shall include:
 1. Issuing certificates of zoning compliance upon approval and verification of conformance with this Chapter;
 2. Issuing written notices to property owners in violation of this Chapter, the local laws and code of the Village of Pittsford, and/or other applicable local, county, state and federal laws and regulations;
 3. Conducting inspections of property for the purposes of verifying conformance with this Chapter;
 4. Pursuing and participating in enforcement actions and proceedings; and
 5. Exercising all other powers and fulfilling all other duties conferred upon the Code Enforcement Officer by this Chapter, the Village Board, the Village Code, Village Local Laws, or NYS Village Law.

§ 210-12.4 PROPERTY INSPECTIONS

- A. The CEO and Building Inspector are empowered to cause any building, structure, or tract of land to be inspected and examined and to order in writing the remedying of any condition found to exist in violation of any local, county, state, or federal law or regulation.
- B. After any such order has been served, no work shall proceed on any building, structure, or tract of land covered by such order except to correct the violation or to comply with such order.

ARTICLE 13

VILLAGE BOARD OF TRUSTEES

§ 210-13.1 ESTABLISHMENT

The establishment of the Village of Pittsford Board of Trustees (Village Board) is provided for in Chapter 28 of the Village Code. The requirements of this Article are intended to apply solely to the role of this Village Board with respect to this Chapter. As such, the Village Board shall have full authority to administer and enforce this zoning law.

§ 210-13.2 CONDUCT

- A. **By-Laws.** The Village Board may approve by-laws for the conduct of its business consistent with statute and this Chapter.
- B. **Public Hearings.** The Village Board shall hold public hearings as required by this Chapter and decisions shall be voted upon at public sessions. The Village Board may otherwise hold executive sessions in accordance with the NYS Open Meetings Law.
- C. **Recommendations.** The Village Board may seek recommendations from the Historic Preservation Board, Planning Board, Zoning Board of Appeals, Village officials or departments, or other agencies as it deems appropriate.
- D. **Staff Appointments and Confirmations.** The Village Board may confirm clerks or other employees serving at its pleasure, upon appointment of such by the Mayor. The Village Board may also confirm clerks or other employees to serve at the pleasure of the Historic Preservation Board, Planning Board, or Zoning Board of Appeals upon appointment of such by the Mayor.

§ 210-13.3 MEETINGS, MINUTES & RECORDS

- A. The Village Board shall hold public meetings and hearings as required by this Chapter and NYS law and decisions shall be voted upon at public sessions. The Village Board may otherwise hold executive sessions in accordance with the NYS Open Meetings Law.
- B. The Village Clerk, or its designee, shall keep minutes of all proceedings before the Village Board.
- C. The Village Board is subject to the NYS Freedom of Information Law and the Open Meetings Law. The vote or failure to vote of each board member shall be recorded. If any board member abstains from voting based on a conflict of interest or otherwise, the member must also state his or her reason(s) or ground(s) for doing so on the record.

§ 210-13.4 VILLAGE TRUSTEE TRAINING

- A. Village Board shall complete at least four hours of training for each year of their term. Training received in excess of four hours in any one year may be carried over into the following year. Trustees must provide certification or proof of training for each year of their term.
- B. Training opportunities shall be approved by the Village Board and may include, but not be limited to, training provided by a municipality, regional or county planning office or commission, county planning federation, state agency, statewide municipal association, college or other similar entity.
- C. Training may be provided in a variety of formats, including but not limited to, electronic media, video, distance learning and traditional classroom training.
- D. Failure on the part of any Trustee to obtain the required training shall not render any decision in which that Trustee participated null and void.

§ 210-13.5 POWERS & DUTIES

- A. **Final Decision Authority.** Pursuant to this Chapter and NYS Village Law, the Village Board are hereby authorized and empowered with final decision authority to approve, approve with modifications or conditions, or deny applications for the following:
 - 1. Amendments to text and/or map of this Chapter (re-zonings);
 - 2. Planned Development Districts; and
 - 3. Special use permits.
- B. **Additional Powers.** The Village Board shall hold all additional powers and duties provided by the laws, rules, and regulations of New York State and the code and local laws of the Village of Pittsford.

ARTICLE 14

HISTORIC PRESERVATION BOARD

§ 210-14.1 ESTABLISHMENT

In order to provide for historic and architectural preservation within the Village of Pittsford through this Chapter, the Historic Preservation Board, as established in Chapter 211 of this Village of Pittsford Code, shall be empowered with the administration and enforcement of this zoning law as provided herein.

§ 210-14.2 POWERS & DUTIES

- A. **Final Decision Authority.** Pursuant to this Chapter and NYS Village Law, the HPB is hereby authorized and empowered with final decision authority to approve, approve with modifications or conditions, or deny applications for the following:
 - 1. Certificates of Appropriateness; and
 - 2. Certificates of Economic Hardship.
- B. **Advisory Authority.** Pursuant to this Chapter, the HPB is hereby authorized and empowered with review and advisory authority for the following actions:
 - 1. Special use permits;
 - 2. Site plan review; and
 - 3. Planned Development Districts.
- C. **Review Standards.** In accordance with this Chapter and any regulations adopted by the Village Board for historic preservation purposes, the HPB shall use the standards set forth in this Chapter, the Secretary of the Interior's Standards for Rehabilitation, the Village of Pittsford Design Guidelines, and/or any other locally developed standards for review.
- D. **Additional Powers.** The HPB shall hold all additional powers and duties provided by the laws, rules, and regulations of New York State, including, but not limited to the power to:
 - 1. Recommend to the Board of Trustees of the Village of Pittsford any changes and amendments appropriate and necessary with regard to Chapter 211 or this Chapter.
 - 2. Review any local laws or regulations, including existing landmarks or historic preservation laws or regulations in the Village of Pittsford, and recommend to the Village Board any changes and amendments thereto.
 - 3. Recommend to the Village Board additional regulations to be adopted by local law that may be necessary for the HPB to conduct its business, consistent with the scope and intent of this local law.

4. Recommend to the Village Board specific criteria for regulations to be adopted by local law that identify and catalogue significant historic landmarks, and from time to time advise it on suggested changes thereto.
 5. Recommend to the Village Board additional criteria to be adopted by local law to be used when evaluating applications for a certificate of appropriateness.
 6. Recommend to the Village Board proposals for the acquisition of preservation easements or other interests in real property.
 7. Conduct investigations, prepare maps, reports and recommendations in connection with its advisory authority relating to the planning, development and administration of the Village of Pittsford landmarks preservation policies, regulations and local law as needed, provided the total expenditures of said HPB shall not exceed the appropriation provided by the Village Board together with any public or private grant funding received by the Village of Pittsford for the HPB to undertake its landmarks preservation powers and duties.
 8. Investigate, report, testify and recommend to the Planning Board, the Zoning Board of Appeals, the Village Board, and any Village department or official on matters, permits, authorizations and other actions that affect buildings, structures, and places within the district including any and all matters over which the HPB has jurisdiction pursuant to this article.
- E. **Cooperation of Village Boards and Officials.** All Village departments, officials, and boards shall, upon request of the HPB, assist and furnish available permits, plans, reports, maps, and statistical and other information which the HPB may require for its work.

ARTICLE 15

PLANNING BOARD

§ 210-15.1 ESTABLISHMENT

Per Section 7-718 of NYS Village Law the Planning Board previously established under local law and still in existence at the time of this Chapter's enactment shall hereby be continued.

§ 210-15.2 MEMBERSHIP

A. **Membership & Terms.**

1. The Planning Board shall consist of five members appointed by the Mayor and confirmed by the Village Board.
2. The terms of the members of the Planning Board shall be five years.

B. **Qualifications of Members.**

1. Planning Board members are required to be residents of the Village with the exception of one member who may reside outside of the Village, provided such member is a resident of the Town of Pittsford, Monroe County, wherein the Village is located.
2. No current Trustee of the Village of Pittsford may serve as a member of the Planning Board.

C. **Chairperson.**

1. The Mayor shall, pursuant to NYS Village Law, designate the Chairperson of the Planning Board. The Chairperson shall be designated from the existing members of the Planning Board. Such designation may be changed at any time by the Village Board.
2. In the absence of such designation, the Chairperson of the Planning Board shall be designated from amongst the members by an affirmative vote of a majority of the members, and may be changed at any time by an affirmative vote of a majority of the members.
3. The Chairperson shall have the right to vote on all matters before the Planning Board. In the Chairperson's absence, the board may designate an acting Chairperson by affirmative vote of a majority of the Planning Board.

- #### D. **Vacancies.**
- Vacancies occurring other than by expiration of a term of office shall be filled by appointment of the Mayor pursuant to NYS Village Law. Any such appointment shall be for the unexpired portion of the term of the replaced member.

E. **Alternate Members.**

1. The Village Board may confirm up to two alternate Planning Board members upon appointment of such by the Mayor. Alternate members shall be automatically called to serve in the event that a regular member is absent, has a conflict of interest, or is otherwise unable to fulfill their duties.
2. When serving, alternate members shall have all the powers and responsibilities of a full-time member.
3. All member requirements relating to training, attendance, conflicts of interest, compensation, eligibility, vacancy, removal, and service shall also apply to alternate members.

§ 210-15.3 MEMBER TRAINING REQUIREMENTS

- A. Each member of the Planning Board shall complete, at a minimum, four hours of training each year designed to enable such members to more effectively carry out their duties. Training received by a member in excess of four hours in any one year may be carried over by the member into succeeding years in order to meet this requirement.
- A. Such training shall be approved by the Village Board and may include, but not be limited to, training provided by a municipality, regional or county planning office or board, county planning federation, state agency, statewide municipal association, college or other similar entity. Training may be provided in a variety of formats, including but not limited to, electronic media, video, distance learning, and traditional classroom training.
- B. To be eligible for reappointment to the Planning Board, a member shall have completed the training approved as set forth above.
- C. The training may be waived or modified by resolution of the Village Board when, in the judgment of the Board of Trustees, it is in the best interest to do so.
- D. No decision of the Planning Board shall be voided or declared invalid because of a failure to comply with the training requirements herein.

§ 210-15.4 COMPENSATION

The Village Board may provide for the compensation of Planning Board members by resolution. The manner and amount of such compensation shall be subject to review and approval by the Village Board as part of the annual budgeting process.

§ 210-15.5 CONDUCT

- A. **By-Laws.** The Planning Board may approve by-laws that are consistent with the regulations adopted by the Village Board.
- B. **Quorum.** A simple majority of the Planning Board members shall constitute a quorum for the transaction of business. An affirmative vote of a majority of the full Planning Board is required to approve any resolution, motion, or other matter before the Planning Board.

- C. **Meetings.** Meetings may be held at any time on the written request of any two Planning Board members or at the call of the Chairperson.
- D. **Public Meeting and Hearings.** The Planning Board shall hold public meetings and hearings as required by this Chapter and decisions shall be voted upon at public sessions. The Planning Board may otherwise hold executive sessions in accordance with the NYS Open Meetings Law.
- E. **Recommendations.** The Planning Board may seek recommendations from the Village Board, Historic Preservation Board, Zoning Board of Appeals, Village officials or departments, or other agencies as it deems appropriate.
- F. **Attendance.** All members are required to attend and take an active part in all scheduled meetings. If a member is unable to attend a meeting, they must notify the secretary so that an alternate member can be called upon to attend.

§ 210-15.6 STAFF & RECORDS

- A. **Secretary and Staff.** The Village Board shall confirm a secretary to serve at the pleasure of the Planning Board, upon appointment of such by the Mayor. At the time of service, the secretary shall not also serve as member of the Planning Board. The secretary shall keep a record of all resolutions proceedings, and actions of the Planning Board, as well as attendance of Planning Board members.
- B. **Voting Records.** The Planning Board is subject to the NYS Freedom of Information Law and the Open Meetings Law. The vote or failure to vote of each Planning Board member shall be recorded. If any Planning Board member abstains from voting based on a conflict of interest or otherwise, the member must also state his or her reason(s) or ground(s) for doing so on the record.
- C. **Minutes.** Planning Board meeting minutes, including a record of the Planning Board's decisions and determinations, shall be filed with the Village Clerk as they are completed.

§ 210-15.7 MEMBER REMOVAL

The Village Board shall have the power to remove, after public hearing, any member of the Planning Board for cause. Cause for such removal shall include, but not be limited to:

- A. Absence from three consecutive regular or special meetings other than for illness or valid personal reasons substantiated by documented evidence;
- B. Absence from 80% of the regularly scheduled meetings within any 12-month period other than for illness or valid personal reasons substantiated by documented evidence; or
- C. Failure to obtain and comply with the training requirements as set forth in this Chapter.

§ 210-15.8 POWERS & DUTIES

- A. **Final Decision Authority.** Pursuant to this Article and NYS Village Law, the Planning Board is hereby authorized and empowered with final decision authority to approve, approve with modifications or conditions, or deny applications for the following:
 - 1. Site plan review; and
 - 2. Subdivision (Chapter 212 of the Village Code).
- B. **Advisory Authority.** Pursuant to this Article and NYS Village Law, the Planning Board is hereby authorized and empowered with review and advisory authority for the following actions:
 - 1. Amendments to the text and/or map of this Chapter (re-zonings);
 - 2. Planned Development Districts; and
 - 3. Special use permits.
- C. **Additional Powers.** The Planning Board may exercise additional powers as directed by the Village Board, as may be described elsewhere in this Chapter, and as permitted by NYS Village Law.

ARTICLE 16

ZONING BOARD OF APPEALS

§ 210-16.1 ESTABLISHMENT

Per Section 7-712 of NYS Village Law the Zoning Board of Appeals (ZBA) previously established under local law and still in existence at the time of this Chapter's enactment shall hereby be continued.

§ 210-16.2 MEMBERSHIP

A. **Membership & Terms.**

1. The ZBA shall consist of five members confirmed by the Village Board upon appointment by the Mayor.
2. The terms of the members of the ZBA shall be five years.

B. **Qualifications of Members.**

1. ZBA members are required to be residents of the Village with the exception of one member who may reside outside of the Village, provided such member is a resident of the Town of Pittsford, Monroe County, wherein the Village is located.
2. No current Trustee of the Village of Pittsford may serve as a member of the ZBA.

C. **Chairperson.**

1. The Mayor shall, pursuant to NYS Village Law, designate the Chairperson of the ZBA. The Chairperson shall be designated from the existing members of the ZBA. Such designation may be changed at any time by the Village Board.
2. In the absence of such designation, the Chairperson of the ZBA shall be designated from amongst the members by an affirmative vote of a majority of the members, and may be changed at any time by an affirmative vote of a majority of the members.
3. The Chairperson shall have the right to vote on all matters before the ZBA. In the Chairperson's absence, the board may designate an acting Chairperson by affirmative vote of a majority of the ZBA.

D. **Vacancies.** Vacancies occurring other than by expiration of a term of office shall be filled by appointment of the Mayor pursuant to NYS Village Law. Any such appointment shall be for the unexpired portion of the term of the replaced member.

E. **Alternate Members.**

1. The Village Board may confirm up to two alternate ZBA members upon appointment of such by the Mayor. Alternate members shall be automatically called to serve in the event that a regular member is absent, has a conflict of interest, or is otherwise unable to fulfill their duties.
2. When serving, alternate members shall have all the powers and responsibilities of a full-time member.
3. All member requirements relating to training, attendance, conflicts of interest, compensation, eligibility, vacancy, removal, and service shall also apply to alternate members.

§ 210-16.3 MEMBER TRAINING REQUIREMENTS

- A. Each member of the ZBA shall complete, at a minimum, four hours of training each year designed to enable such members to more effectively carry out their duties. Training received by a member in excess of four hours in any one year may be carried over by the member into succeeding years in order to meet this requirement.
- B. Such training shall be approved by the Village Board and may include, but not be limited to, training provided by a municipality, regional or county planning office or board, county planning federation, state agency, statewide municipal association, college or other similar entity. Training may be provided in a variety of formats, including but not limited to, electronic media, video, distance learning, and traditional classroom training.
- C. To be eligible for reappointment to the ZBA, a member shall have completed the training approved as set forth above.
- D. The training may be waived or modified by resolution of the Village Board when, in the judgment of the Board of Trustees, it is in the best interest to do so.
- E. No decision of the ZBA shall be voided or declared invalid because of a failure to comply with the training requirements herein.

§ 210-16.4 COMPENSATION

The Village Board may provide for the compensation of ZBA members by resolution. The manner and amount of such compensation shall be subject to review and approval by the Village Board as part of the annual budgeting process.

§ 210-16.5 CONDUCT

- A. **By-Laws.** The ZBA may approve by-laws that are consistent with the regulations adopted by the Village Board.
- B. **Quorum.** A simple majority of the ZBA members shall constitute a quorum for the transaction of business. An affirmative vote of a majority of the full ZBA is required to approve any resolution, motion, or other matter before the ZBA.

- C. **Meetings.** Meetings may be held at any time on the written request of any two ZBA members or at the call of the Chairperson.
- D. **Public Hearings.** The ZBA shall hold public hearings as required by this Chapter and decisions shall be voted upon at public sessions. The ZBA may otherwise hold executive sessions in accordance with the NYS Open Meetings Law.
- E. **Recommendations.** The ZBA may seek recommendations from the Village Board, Historic Preservation Board, Planning Board, Village officials or departments, or other agencies as it deems appropriate.
- F. **Attendance.** All members are required to attend and take an active part in all scheduled meetings. If a member is unable to attend a meeting, they must notify the secretary so that an alternate member can be called upon to attend.

§ 210-16.6 STAFF & RECORDS

- A. **Secretary and Staff.** The Village Board shall confirm a secretary to serve at the pleasure of the ZBA, upon appointment of such by the Mayor. At the time of service, the secretary shall not also serve as member of the ZBA. The secretary shall keep a record of all resolutions proceedings, and actions of the ZBA, as well as attendance of ZBA members.
- B. **Voting Records.** The ZBA is subject to the NYS Freedom of Information Law and the Open Meetings Law. The vote or failure to vote of each ZBA member shall be recorded. If any ZBA member abstains from voting based on a conflict of interest or otherwise, the member must also state his or her reason(s) or ground(s) for doing so on the record.
- C. **Minutes.** ZBA meeting minutes, including a record of the ZBA's decisions and determinations, shall be filed with the Village Clerk as they are completed.

§ 210-16.7 MEMBER REMOVAL

The Village Board shall have the power to remove, after public hearing, any member of the ZBA for cause. Cause for such removal shall include, but not be limited to:

- A. Absence from three consecutive regular or special meetings other than for illness or valid personal reasons substantiated by documented evidence;
- B. Absence from 80% of the regularly scheduled meetings within any 12-month period other than for illness or valid personal reasons substantiated by documented evidence; or
- C. Failure to obtain and comply with the training requirements as set forth in this Chapter.

§ 210-16.8 POWERS & DUTIES

- A. **Final Decision Authority.** Pursuant to this Article and NYS Village Law, the ZBA is hereby authorized and empowered with final decision authority to approve, approve with modifications or conditions, or deny applications for the following:

1. Variances;
 2. Appeals; and
 3. Temporary Zoning Permits.
- B. **Additional Powers.** The ZBA may exercise additional powers as directed by the Village Board, as may be described elsewhere in this Chapter, and as permitted by NYS Village Law.

ARTICLE 17

NONCONFORMING USES & STRUCTURES

§ 210-17.1 APPLICABILITY

- A. A structure or use of land existing prior to the adoption of this Chapter or any amendment thereto which does not conform to the regulations of the district in which it is situated shall be deemed nonconforming.
- B. A building, structure or use of land existing prior to the adoption of this Chapter or any amendment thereto which does not now conform to the regulations of the district in which it is situated may be continued.

§ 210-17.2 UNSAFE STRUCTURES

Any structure or portion thereof declared unsafe by a proper authority shall be restored to a safe condition.

§ 210-17.3 EXTENSION OR EXPANSION OF USE

A nonconforming use shall not be extended or expanded to any additional portion of an existing structure or addition thereto or any new structure.

§ 210-17.4 ABANDONMENT OF USE

Whenever a nonconforming use has been discontinued for a period of six months, such use shall not thereafter be established, and any future use shall be in conformity with the provisions of this Chapter.

§ 210-17.5 CHANGE IN USE

Once changed to a conforming use, no structure or tract of land shall be permitted to revert to a nonconforming use.

ARTICLE 18

PROPERTY MAINTENANCE & REPAIR

§ 210-18.1 CERTIFICATES OF APPROPRIATENESS & ORDINARY REPAIR

- A. Nothing in this Chapter shall be construed to prevent the ordinary maintenance and repair of any structure or exterior architectural feature that does not involve a change in design, building materials, color, or outward appearance.
- B. The Building Inspector or Code Enforcement Officer, if necessary with the advice and consent of the Historic Preservation Board, shall evaluate and decide whether or not proposed work constitutes ordinary maintenance and repair or requires a Certificate of Appropriateness in accordance with Chapter 211 of the Village of Pittsford Code.

§ 210-18.2 CONSISTENCY WITH NYS UNIFORM CODE REQUIRED

No owner or person with an interest in real property shall permit the property to fall into a serious state of disrepair. Maintenance shall be required consistent with the Property Maintenance Code of New York State Uniform Fire Prevention and Building Code and all other applicable local regulations.

§ 210-18.3 MAINTAINING PROPERTY IN GOOD REPAIR

- A. Every owner or person in charge of a structure in the Village shall keep in good repair all of the exterior and interior portions thereof which, if not so maintained, may cause or tend to cause the exterior portions of such improvement to deteriorate, decay or become damaged or otherwise to fall into a serious state of disrepair.
- B. Examples of types of prohibited disrepair include, but are not limited to:
 - 1. Deteriorated or crumbling plasters, mortar or facades;
 - 2. Deteriorated or inadequate foundation;
 - 3. Defective or deteriorated flooring or floor supports or any structural floor members of insufficient size to carry imposed loads with safety;
 - 4. Deteriorated walls or other vertical structural supports that split, lean, list or buckle due to defective material or deterioration;
 - 5. Members of ceilings, roofs, ceiling and roof supports or other horizontal members which sag, split or buckle due to defective material or deterioration or are of insufficient size to carry imposed loads;
 - 6. Ineffective or inadequate waterproofing of exterior walls, exterior chimneys, roofs, foundations or floors, including windows or doors, which may cause or tend to cause deterioration, decay or damage;

7. Defective or insufficient weather protection for roofs, foundation or exterior wall covering, including lack of paint or weathering due to lack of paint or other protective covering, which may cause or tend to cause deterioration, decay or damage;
8. Fireplaces or chimneys which list, bulge or settle due to defective material or deterioration or are of insufficient size or strength to carry imposed loads with safety;
9. Any fault or defect in the building or structure which renders it not properly watertight or otherwise compromises the life and character of the building or structure.

§ 210-18.4 VIOLATION OF PROPERTY MAINTENANCE & REPAIR

- A. In the event that the Historic Preservation Board, Planning Board, Zoning Board of Appeals, Building Inspector, Code Enforcement Officer or Village Clerk determines that any exterior architectural feature of any building or structure located in the Village of Pittsford has deteriorated in violation of the ordinary maintenance and repair requirements of this Chapter, then the board or official shall forward such determination to the Village Board for further action.
- B. In the event that the Village Board receives a determination from a board or official as referenced in the preceding sub-section, then the Village Board shall direct the Building Inspector to issue a Notice and Order requiring the owner or any person with an interest in such real property to remediate and repair the deteriorated exterior architectural feature so as to bring it into compliance with this section. Such Notice and Order shall set forth a deadline for compliance.
- C. In the event that the subject property is not brought into compliance by the established deadline, then the Village, or its duly authorized representative, may enter on such property and correct such violation. The total cost for the correction of such a violation, including any and all attorney's, expert's and consultant's fees, shall be assessed upon the real property where the violation was corrected. Such total cost shall constitute a lien and charge on the real property on which it was levied until paid or otherwise satisfied or discharged and should be collected by the Village Treasurer in the manner provided by law for the collection of delinquent taxes.

ARTICLE 19

PENALTIES & FEES

§ 210-19.1 PENALTIES FOR OFFENSES

- A. A violation of any provision of this Chapter shall be an offense, punishable by a fine of up to \$2,000 and imprisonment for up to 15 days, or both. However, for the purpose of conferring jurisdiction upon courts and judicial officers generally, violations of this Chapter shall be deemed misdemeanors.
- B. Each violation that continues over a period of 10 consecutive days shall constitute a separate additional offense. In addition to any penalties imposed under this Chapter, continued violations of this Chapter shall be punishable in any other manner provided under other local regulations, and state and federal law.

§ 210-19.2 INJUNCTION

The Village Board of Trustees may authorize the commencement of an action in Supreme Court, Monroe County, to enforce any provision of this Chapter. Any such enforcement action shall be in addition to, and not in lieu of, any other enforcement mechanism available at law or equity.

§ 210-19.3 PENALTIES FOR NONCOMPLIANCE

- A. Any owner or person in charge of a property who demolishes, alters, constructs, or permits a designated property to fall into a state of disrepair in violation of this Chapter in the absence of the proper approval(s) required herein, may be required by the Village Board to restore the property and its site to its appearance prior to the violation.
- B. If, in the judgment of the Historic Preservation Board, Planning Board, Zoning Board, Code Enforcement Officer or Village Clerk, a violation of this Chapter exists that will result in a detrimental effect upon the life and character of a building or structure in the Village, the board or official shall notify the Building Inspector.
- C. If, upon investigation, the Building Inspector finds non-compliance with the requirements of the Property Maintenance Code of the New York State Fire Prevention and Building Code, this Chapter, or any other applicable Village of Pittsford or New York State law or regulation, the Building Inspector shall order such remedies as are necessary and consistent with this Chapter and shall provide written notice thereof to the Village Board.

§ 210-19.4 FEE SCHEDULE

Fees for development review applications, permits, and certificates as required by this Chapter shall be as set forth from time to time by the Village Board as part of an official fee schedule.

§ 210-19.5 CONSULTANT FEES

- A. The Village Board, Zoning Board of Appeals, Planning Board, Historic Preservation Board, and Village Clerk, in the review of applications as provided for in this Chapter, may refer any such application presented to them to such engineering, architectural, historical, planning, technical, environmental, or legal consultant, or attorney, as shall be reasonably necessary to enable them to review such application as required by law. The amount of the fee shall be determined by the respective board, in the case of the Village Clerk such determination should be made by the Village Board, and the professional consultant at the time the application is made. Each of the consultants shall estimate their fees based on the services to be rendered on behalf of the Village from a review of the application, including such documents, maps, plans, specifications, drawings and the like as may be a part of the same.
- B. When the amount of the fee or fees has been determined and a contract to that effect has been reviewed and approved by the Village Board, the applicant shall make an escrow deposit with the Village, equal to the amount of the fees so determined. This escrow deposit shall be utilized to pay the cost of the special consultant's fees involved. The applicant's application shall not be deemed complete until such time as said escrow deposit has been made. If during the course of the review the need for further specialist consultation is deemed reasonably necessary by the Board, the same cost estimate and escrow deposit procedure shall be followed.
- C. Upon completion of said review and within a period of 45 days thereafter, the Board shall adopt a resolution specifying whether the escrow deposit amount specified was sufficient, excessive or insufficient. In the event that a respective Board should determine that said amount is excessive, then the balance shall be returned to the applicant within 60 days. In the event that the Board should determine that the escrow deposit was insufficient, it shall so specify and the applicant shall be required to make payment of such additional amount within 60 days.



CHAPTER 210

VILLAGE OF PITTSFORD ZONING CODE

PART 2

DISTRICT & USE REGULATIONS

ARTICLE 20:	RESIDENTIAL DISTRICTS
ARTICLE 21:	BUSINESS DISTRICTS
ARTICLE 22:	MIXED USE DISTRICTS
ARTICLE 23:	SPECIAL PURPOSE DISTRICTS
ARTICLE 24:	ADDITIONAL USE REGULATIONS
ARTICLE 25:	PARKING, LOADING & ACCESS MANAGEMENT
ARTICLE 26:	LANDSCAPING & SCREENING
ARTICLE 27:	SUPPLEMENTAL DISTRICT REGULATIONS
ARTICLE 28:	PLANNED DEVELOPMENT DISTRICTS

ARTICLE 20

RESIDENTIAL DISTRICTS

§ 210-20.1 DISTRICTS ESTABLISHED

The residential districts of the Village of Pittsford are listed in the following table. When this zoning law refers to residential or "R" zoning districts it is referring to one of the following:

DISTRICT NAME	ABBREVIATION & MAP SYMBOL
Low Density Residential	LDR
Medium Density Residential	MDR
Mixed Residential	MR
Limited Office Residential	LOR

§ 210-20.2 REVIEWS REQUIRED

No building, structure, or lot shall hereafter be erected, altered, or demolished within a residential district without obtaining the following approvals, as applicable:

- A. **Historic Preservation Board Review.** A Certificate of Appropriateness (Chapter 211 of the Village of Pittsford Code) shall be required for the construction or exterior alteration of any building, structure, or architectural feature in the Pittsford Village Historic (H) District that is, in any respect, visible from a public street, public or private park, the Erie Canal, or any other public or private space that is accessible to the public.
- B. **Site Plan Review.** Site plan review shall be required as provided for in Article 34 of this Chapter. This shall include, but is not limited to, new construction, alteration, or demolition of structures.
- C. **Special Use Permit.** A special use permit shall be required as indicated in this Article and as provided for by Article 35 of this Chapter.
- D. **Local Waterfront Consistency Review.** All actions considered in the LWO District shall also be subject to Local Waterfront Consistency review as required by Chapter 121 of the Village of Pittsford Code.

§ 210-20.3 PURPOSE STATEMENTS

- A. **Low Density Residential (LDR) District.** The purpose of the LDR District is to support the vision of the Pittsford Village Comprehensive Plan to preserve and enhance the Village's lowest density neighborhoods. LDR District areas generally consist of single-family detached homes that were developed post-WWII, differentiated from the Village's pre-war neighborhoods by larger lot sizes and a more suburban character. Located at the edges of the Village, the LDR District serves as a comfortable transition from the higher density neighborhoods near to the Village center and the

lower density neighborhoods provided in the Town of Pittsford. Future investment in the LDR District should continue to contribute to the Village's high-quality neighborhood environments and further establish well-connected, walkable streetscapes lined with sidewalks, street lights, and street trees.

- B. **Medium Density Residential (MDR) District.** The purpose of the MDR District is to support the vision of the Pittsford Village Comprehensive Plan by preserving and enhancing the Village's historic residential settlement pattern. As Village neighborhoods organically evolved over time, higher density residential uses were generally located near to the Village center in a traditional grid-like pattern. These neighborhoods predominately consist of single-family detached homes on lots generally under 15,000 square feet in area. The traditional settlement pattern is further identified unobstructed front yards, separate garage structures located to the rear of the lot, and pedestrian-scaled streetscapes lined with sidewalks, street lights, and street trees. Future construction and/or reconstruction of dwellings in the MDR District should reflect that of the Village's historic residential character and not detract from the high-quality of existing neighborhoods.
- C. **Mixed Residential (MR) District.** The purpose of the MR District is to provide for a greater variety of housing styles and densities while capitalizing on existing Village amenities as outlined in the Pittsford Village Comprehensive Plan. Future MR District developments shall be evaluated based upon their contextual appropriateness in design and use as well as the extent to which they achieve the following objectives:
1. Developing new pedestrian-oriented neighborhoods and public spaces that capitalize on the proximity of the Erie Canal and Village center.
 2. Expanding housing options for residents of all ages, incomes, and life stages.
 3. Allowing for the provision of limited, low-impact commercial uses intended to serve the immediate residents of the development.
 4. Encouraging use of vacant lands that may pose obstacles to redevelopment due to environmental contamination or proximity to active railroads.
 5. Ensuring additional driveways, streets, and traffic generated by new development does not diminish the quality of life in existing neighborhoods.
 6. Requiring high quality materials, construction, and design to ensure new buildings have long-term durability and hold their value.
 7. Regulating new development to minimize adverse effects on existing viewsheds, natural features, and residential neighborhoods.
- D. **Limited Office Residential (LOR) District.** The LOR District is intended to facilitate increased economic opportunity along Village corridors that traditionally have been residential in character, architectural detailing, and building design. The purpose of this District is not only to permit the continuance of residential uses in these areas, but also to allow limited office uses that may operate without otherwise negatively impacting the residential character of the structure, lot, or district. New construction and/or the conversion of structures is permissible, provided existing residential character and walkability is maintained.

§ 210-20.4 USE LISTS

Uses are allowed in residential districts in accordance with the following table.

- A. Uses identified with a "P" are permitted as-of-right, subject to compliance with all other applicable standards of this zoning law.
- B. Uses identified with a "SP" may be allowed if reviewed and approved in accordance with Article 35 (Special Use Permits) of this Chapter.
- C. Uses not listed and those identified with a "-" are expressly prohibited.
- D. Article 24 (Additional Use Regulations) section references have been noted where applicable. Uses identified with an "NA" are not addressed in Article 24, and therefore; are not subject to use specific restrictions.

LAND USE	ZONING DISTRICT				ADDITIONAL REGULATIONS
	LDR	MDR	MR	LOR	
RESIDENTIAL					
Single-Family Dwelling, Detached	P	P	P	P	NA
Single-Family Dwelling, Attached	-	-	P	-	NA
Two-Family Dwelling	-	-	P	P	NA
Multi-Family Dwelling, Max 10 units	-	-	SP	-	NA
Bed and Breakfast	SP	-	-	SP	§ 210-24.6
Home Occupation	P	P	P	P	§ 210-24.9
Hospice, Nursing Home, or Assisted Living	-	-	SP	SP	NA
COMMERCIAL					
Day Care Center, Child or Adult	-	-	SP	SP	§ 210-24.7
Dance, Art, Music, or Photo Studio	-	-	-	SP	NA
Laundromat	-	-	SP	-	NA
Office, Administrative or Professional	-	-	-	P	NA
Office or Clinic, Medical	-	-	-	-	NA
Service or Repair of Personal Items	-	-	-	SP	NA
OTHER					
Municipal Structure or Use	-	-	P	P	NA
Community or Service Club	-	-	SP	SP	NA
Place of Worship	SP	SP	SP	SP	NA
Public Park or Playground	P	P	P	P	§ 210-24.13
School, Public or Private	SP	SP	SP	SP	NA
ACCESSORY					
Residential Accessory Use or Structure	P	P	P	P	§ 210-24.4
Nonresidential Accessory Use or Structure	SP	SP	SP	SP	§ 210-24.4
Accessory Dwelling Unit	SP	-	-	SP	§ 210-24.3
Pond	P	P	P	P	§ 210-24.12
Temporary Storage Unit	P	P	P	P	§ 210-24.18

§ 210-20.5 DIMENSIONAL REQUIREMENTS

The following dimensional requirements shall apply to residential districts as noted.

REQUIREMENT	ZONING DISTRICT			
	LDR	MDR	MR	LOR
MINIMUM LOT SIZE				
Single- Family Dwelling	17,000 sf	9,000 sf	4,000 sf	8,000 sf
Two-Family Dwelling	-	-	4,000 sf	8,000 sf
Multi-Family Dwelling	-	-	2,500 sf /unit ¹	-
Nonresidential Use	25,000 sf	20,000 sf	12,000 sf	12,000 sf
MINIMUM LOT WIDTH				
Residential Use	100 ft	70 ft	40 ft	60 ft
Nonresidential Use	100 ft	100 ft	50 ft	80 ft
MINIMUM AVERAGE LOT DEPTH				
All Uses	120 ft	120 ft	-	120 ft
FRONT YARD				
Primary Structure	70 ft ²	30 ft ²	20 ft ²	25 ft ²
MINIMUM SIDE YARD				
Primary Use or Structure	10 / 15 ft ³	10 / 15 ft ³	5 / 10 ft ³	10 / 15 ft ³
Accessory Use or Structure	5 ft	3 ft	3 ft	3 ft
MINIMUM REAR YARD				
Primary Use or Structure	35 ft	30 / 35 ft ³	20 / 30 ft ³	25 / 35 ft ³
Accessory Use or Structure	5 ft	3 ft	3 ft	3 ft

NOTES: (1) The notation "sf / unit" indicates square feet per dwelling unit.
 (2) Or the average between developed lots adjacent to the property in question.
 (3) The larger requirement shall apply to nonresidential uses adjacent to a residential use.

§ 210-20.6 BULK REQUIREMENTS

The following bulk requirements shall apply to residential districts as noted.

REQUIREMENT	ZONING DISTRICT			
	LDR	MDR	MR	LOR
MAXIMUM BUILDING HEIGHT				
Primary Structure	35 ft ¹ (2.5 stories)	35 ft ¹ (2.5 stories)	40 ft ¹ (3 stories)	35 ft ¹ (2.5 stories)
Accessory Structure	12 ft ²	12 ft ²	12 ft ²	12 ft ²
MAXIMUM GROSS FLOOR AREA				
Nonresidential Use	-	-	1,500 sf	-
MAXIMUM LOT COVERAGE				
Gross Impervious Surface	25%	25%	35%	30%

NOTES: (1) Building height shall be determined in feet; while the visual scale or appearance in height of the structure shall be determined in stories.
 (2) No accessory structure may exceed the height of the primary structure on the lot.

§ 210-20.7 USE OF LOTS & SUBDIVISION

- A. **Primary Use of Lot.** In all residential districts there shall be only one principal use or structure permitted per lot.
- B. **Flag Lots Prohibited.** No lot, by way of subdivision (Chapter 212), shall be permitted to be a flag lot.

§ 210-20.8 NEIGHBORHOOD CHARACTER & DESIGN CONTEXT

- A. **Elements of Character.** Village neighborhoods vary in age and character. Understanding the elements that define neighborhood character is the first step in preserving it and ensuring that new construction harmonizes with the context. The historic character of neighborhoods is defined by buildings, as well as trees, fences, sidewalks, and landscaping. Mature street trees located between the sidewalk and the curb define the character of most village streets.
- B. **Arterial Streets.** The village's first buildings were built along the arterial streets: North and South Main Streets, Monroe Avenue, State Street, South Street, Washington Road, and West Jefferson Road. New buildings, including many of the village's grandest homes, were constructed throughout the village's history. Today, the village's main streets are lined by an eclectic mix of homes of varied age, style and scale. Although lot size, setbacks, and house scales vary, most houses share the following common characteristics:
 - 1. They are two stories in height;
 - 2. They are located parallel to the street;
 - 3. They have balanced front facades incorporating a prominent front door facing the street;
 - 4. They have porches;
 - 5. They have a sidewalk connecting the front door to the public sidewalk; and
 - 6. They have free-standing garages located behind the house.
- C. **Side Streets.** Village side streets include Church Street, Locust Street, Lincoln Avenue, Washington Avenue, Boughton Avenue, Wood Street, Jackson Park, Austin Park, Sutherland Street, Rand Place, Elm Street, Line Street, Grove Street, Elmbrook Drive, and Eastview Terrace. Beginning with Church Street, side streets were developed from the beginning of the nineteenth century until Eastview Terrace in the 1930s. In general, the side streets have the same characteristics as the main streets, but with smaller lots and more modest homes.
- D. **Stonegate Lane.** Stonegate Lane was originally the entrance drive to Hyllgarth, a large ca. 1900 country estate. The property was subdivided in the 1930s, and home construction began. The large main house remains today facing Sutherland Street opposite the high school. The carriage house has been converted into a separate residence. Three homes built for the estate staff are located along Jefferson Road opposite Sutherland Street. Narrow Stonegate Lane is notable for its picturesque wooded setting, fine stone gates, and high quality, mid twentieth century, Colonial Revival and Tudor Revival homes.

- E. **Postwar Streets.** The village's Postwar streets include Rand Place (south of Jefferson Road), East Jefferson Road (east of Eastview Terrace) Green Hill Lane, Heatherhurst Lane, Courtenay Circle, Village Grove, and Durham Way. After 1945, the suburban home building boom dramatically changed neighborhood design. Larger, wider lots, smaller homes, and attached garages became the norm. Homes were built with the long side of the house facing the street rather than the short side, as was common in older neighborhoods. Postwar neighborhoods often exhibit less variety in design, because the homes in a neighborhood were often built by a single builder and designer. To save money, curbs, sidewalks, and street trees were not installed.

§ 210-20.9 RESIDENTIAL DISTRICT DESIGN STANDARDS & GUIDELINES

- A. **Village of Pittsford Design Standards Incorporated.** The Village of Pittsford Historic and Architectural Design District Building Design Standards shall hereby be incorporated into this Chapter for the purposes of guiding development application review in the business districts by the Historic Preservation Board, Planning Board, and/or Village Board. Development applications include, but are not limited to, Certificates of Appropriateness, site plan review, and special use permits as provided for in Part 3 of this zoning law.
- B. **Historic Design Principles.** Guidance regarding the historic design principles of the Village may be found in Section 3 of the Village of Pittsford Design Standards document, including:
1. General principles of design, including scale, proportion, rhythm, location and orientation, balance, massing, and materials.
 2. Design considerations for new construction, including height, scale, width, orientation, setback, proportion and rhythm of openings, neighborhood rhythms, roof form, massing, horizontal versus vertical elements, materials, landscape treatment, and outbuildings.
 3. Design consideration for additions, alterations, demolition, and relocation.
- C. **Architectural Styles.** Guidance regarding the historic character and architectural styles of the Village may be found in Section 2 of the Village of Pittsford Design Standards document. This includes the evolution of neighborhoods and characteristics of the Federal, Greek Revival, Gothic Revival, Italianate, Queen Anne, Colonial Revival, Four-Square, Craftsman, and Tudor Revival architectural styles.
- D. **Rehabilitation of Historic Structures.** Standards for the rehabilitation of historic buildings and structures may be found in Section 5 of the Village of Pittsford Design Standards document. This includes, but is not limited to, the regulation of windows and shutters, door, garage doors, siding and exterior walls, architectural trim, porches and decks, roofing, chimneys, foundations, garages and barns, modern amenities, fencing, and paint and color.
- E. **Rehabilitation of Postwar Homes.** Standards for the rehabilitation of postwar homes may be found in Section 5A of the Village of Pittsford Design Standards document. These include regulations for minimal traditional styles, ranches, cape cod styles, split-levels, postwar colonial revival styles, postwar mass-produced builder houses, custom built homes, late 20th century ranches, late modern snout houses, neo-traditional styles, individual custom homes, and small-tract homes.

- F. **Applicant Guidance.** Guidance for development review applicants may be found in Section 4 of the Village of Pittsford Design Standards document. However, the powers and duties of the Architectural and Preservation Review Board and Application Procedures and Requirements contained therein have been overridden by the establishment of the Historic Preservation Board and application and review procedures provided in Chapter 211 of the Village of Pittsford Code.

§ 210-20.10 RESIDENTIAL PARKING & DRIVEWAY PROVISIONS

Off-street parking and driveways in residential districts shall conform to the following in addition to the regulations of Article 25 (Parking, Loading, and Access Management), where applicable.

A. Off-Street Parking.

1. Parking is prohibited on grass and yard space that is not hard-surfaced and properly designated for such use.
2. Parking is prohibited in the front yard and shall never be located at the corner of any street. Off-street parking for single- and two-family dwellings may be permitted in the front yard, provided all spaces are located on an approved driveway.
3. Recreational vehicles, commercial vehicles, and other vehicles exceeding 14 feet in length or nine feet in height may be parked on an approved driveway, provided such vehicles are located behind the front building line.
4. The expansion of existing parking areas for nonresidential uses and structures in the LDR, MDR, and LOR Districts shall be prohibited.

B. Sidewalks & Entrances.

1. All residential properties shall be required to maintain or restore, where determined appropriate by the Historic Preservation Board, a walkway that is separate from the driveway and connects the property to the public sidewalk.
2. All dwellings should provide a front door or entrance that is oriented to and facing the street.

- C. **Garages.** Newly constructed garages shall be detached and located in the rear yard area.

D. Driveways.

1. All driveways shall obtain a driveway permit in accordance with Section 25.4.
2. Driveways for a single-car garage shall not exceed 12 feet in width.
3. Driveways for a multi-car garage shall not exceed 18 feet in width.
4. Off-street parking for a single- or two-family dwelling may be provided on a Village approved driveway.

ARTICLE 21

BUSINESS DISTRICTS

§ 210-21.1 DISTRICTS ESTABLISHED

The business districts of the Village of Pittsford are listed in the following table. When this zoning law refers to business or "B" zoning districts it is referring to one of the following:

DISTRICT NAME	ABBREVIATION & MAP SYMBOL
Village Gateway Business	VGB
Village Center Business	VCB
Traditional Downtown Design	TDD

§ 210-21.2 REVIEWS REQUIRED

No building, structure, or lot shall hereafter be erected, altered, or demolished within a business district without obtaining the following approvals, as applicable:

- A. **Historic Preservation Board Review.** A Certificate of Appropriateness (Chapter 211 of the Village of Pittsford Code) shall be required for the construction or exterior alteration of any building, structure, or architectural feature in the Pittsford Village Historic (H) District that is, in any respect, visible from a public street, public or private park, the Erie Canal, or any other public or private space that is accessible to the public.
- B. **Site Plan Review.** Site plan review shall be required as provided for in Article 34 of this Chapter. This shall include, but is not limited to, new construction, alteration, or demolition of structures.
- C. **Special Use Permit.** A special use permit shall be required as indicated in this Article and as provided for by Article 35 of this Chapter.
- D. **Local Waterfront Consistency Review.** All actions considered in the LWO District shall also be subject to Local Waterfront Consistency review as required by Chapter 121 of the Village of Pittsford Code.

§ 210-21.3 PURPOSE STATEMENTS

- A. **Village Gateway Business (VGB) District.**
 1. It is the purpose of the VGB District to establish and enhance the Village's North Main Street gateway as a vibrant, welcoming commercial area that serves as a transitional zone between the neighborhoods of the north to the Village Center and Schoen Place. Located just west of protected and actively farmed agricultural lands, there is a distinctive agrarian style and landscape present in the historic sites remaining there today (e.g. Holley House, Pittsford Farms Dairy).

2. Although the character of the northern gateway has been altered over time, it is the intent of the VGB District to ensure future investment redefines the streetscape in a manner consistent with its place in the history of the Village and role as a transportation and commerce hub. This includes continued efforts to highlight local landmarks and the presence of the railroad, as well as further developing a distinctive landscape in the yard space along the street frontage.

B. Village Center Business (VCB) District.

1. It is the purpose of the VCB District to recognize the special significance of the four corners, Main Street and State Street commercial corridors as the central spines to the greater Pittsford community. The District is defined by the core of retail business within the Village center and the concentration of architecturally rich and historically significant structures.
2. As a compact commercial area bordered by Village neighborhoods, the treatment of fringe properties and properties abutting residential uses in the VCB District is paramount to the preservation of property values in these areas of transition. Future investment shall observe such transitions, in addition to the following District objectives:
 - a) Implement the vision and recommendations of the Pittsford Village Comprehensive Plan.
 - b) Maintain and enhance the district as a location for retail businesses, offices, civic uses, services, and a mix of other uses.
 - c) Foster civic pride and provide economic benefit through the continued utilization, preservation, and restoration of historic structures.
 - d) Maintain economic viability of the District by addressing potential problems such as parking, traffic, and loss of Village character.
 - e) Maintain the quality of residential/commercial transitional areas by requiring investment to be responsive to its relationship with adjacent properties and reflect that of the greater community design context.
 - f) Continue to improve the streetscape and pedestrian experience within the Village center.

C. Traditional Downtown Design (TDD) District.

1. The purpose of the TDD District is to provide special design and development controls to guide investment and redevelopment in the traditional downtown core of the Village center. The regulations are designed to protect the architectural integrity, scale, and treatment of the downtown area traditionally defined by multi-story, mixed-use structures built to the street.
2. The TDD District is intended to function as an overlay district. The overlay is to be superimposed on the VCB District, as indicated on the Village Zoning Map, and should be considered as additional design and development standards to be met in establishing a use within the underlying zoning district.
3. The use regulations of the underlying zoning district (VCB District) shall apply to all uses of the TDD District as provided thereto. Where specified, the

dimensional and bulk requirements of the TDD District shall supersede those of the underlying zoning district (VCB District).

§ 210-21.4 USE LISTS

Uses are allowed in business districts in accordance with the following table.

- A. Uses identified with a "P" are permitted as-of-right, subject to compliance with all other applicable standards of this zoning law.
- B. Uses identified with a "SP" may be allowed if reviewed and approved in accordance with Article 35 (Special Use Permits) of this Chapter.
- C. Uses identified with a "TP" may be allowed if reviewed and approved in accordance with Article 39 (Temporary Use Permits) of this Chapter.
- D. Uses not listed and those identified with a "--" are expressly prohibited.
- E. Article 24 (Additional Use Regulations) section references have been noted where applicable. Uses identified with an "NA" are not addressed in Article 24, and therefore; are not subject to use specific restrictions.

LAND USE	ZONING DISTRICT		ADDITIONAL REGULATIONS
	VGB	VCB / TDD	
RESIDENTIAL			
Single- or Two-Family Dwelling	P	P	NA
Multi-Family Dwelling, Max 8 Units	SP	SP	NA
Bed and Breakfast	SP	SP	§ 210-24.6
Home Occupation	P	P	§ 210-24.9
First Floor Dwelling Unit, in Mixed Use Structure	-	-	-
Upper Floor Dwelling Unit	P	P	NA
COMMERCIAL			
Animal Grooming Shop	P ¹	P ¹	§ 210-24.5
Agricultural Operation with Retail Sales	P	-	NA
Dance, Art, Music, or Photo Studio	P ²	P ²	NA
Day Care Center, Child or Adult	SP	-	§ 210-24.7
Financial Institution	P ¹	P	NA
Funeral Home or Parlor	SP	-	NA
Gym or Fitness Club	P ¹	P ¹	NA
Boutique Hotel or Inn	SP	SP	NA
Laundromat or Dry Cleaner	P ¹	P ¹	NA
Office, Administrative or Professional	P	P	NA
Office or Clinic, Medical (Up to 2 Practitioners)	SP	-	NA
Office, First Floor in Mixed Use Structure	P	-	NA
Personal Service Shop or Spa	SP	SP	§ 210-24.11
Recreation or Entertainment Facility, Indoor	P ¹	SP	§ 210-24.15
Repair or Service of Personal Items	P	P	NA
Restaurant	SP	SP	§ 210-24.17
Tavern	SP	SP in TDD	§ 210-24.17
Retail Store	P	P	NA
Vehicle Sales, Service, or Repair Shop	-	-	-

~ USE TABLE CONTINUED ON FOLLOWING PAGE ~

LAND USE - CONTINUED	ZONING DISTRICT		ADDITIONAL REGULATIONS
	VGB	VCB / TDD	
OTHER			
Municipal Structure or Use	P	P	NA
Museum or Library	P	P	NA
Community or Service Club	P	P	NA
Place of Worship	SP	SP	NA
Public Park or Playground	P	P	§ 210-24.13
School, Public or Private	-	SP	NA
Telecommunications Equipment	SP	SP	§ 210-24.19
Mix of Uses in a Single Structure or Lot	Refer to Each Use		
Permitted Uses Over 2,000 Square Feet	SP	SP	See Use
ACCESSORY			
Residential Accessory Use or Structure	P	P	§ 210-24.4
Nonresidential Accessory Use or Structure	SP	SP	§ 210-24.4
Accessory Dwelling Unit	SP	-	§ 210-24.3
Drive-Through Facility	-	-	-
Outdoor Assembly or Seating Area	SP	SP	§ 210-24.10
Outdoor Sales, Display, or Storage Area	TP	TP	§ 210-24.10
Pond	P	P	§ 210-24.12
Temporary Storage Unit	P	-	§ 210-24.18

NOTES: (1) Provided the use occupies a gross floor area of no more than 2,000 square feet.
(2) Such use shall be permitted only in upper floor spaces or spaces without frontage to the street.

§ 210-21.5 DIMENSIONAL REQUIREMENTS

The following dimensional requirements shall apply to the business districts as noted.

REQUIREMENT	ZONING DISTRICT		
	VGB	VCB	TDD
MINIMUM LOT SIZE			
Single- or Two-Family Dwelling	8,000 sf	5,000 sf	5,000 sf
Multi-Family Dwelling	2,500 sf / unit ¹	2,000 sf / unit ¹	1,000 sf / unit ¹
Nonresidential Use	15,000 sf	-	-
MINIMUM LOT WIDTH			
	100 ft	50 ft	40 ft
FRONT YARD			
Residential Use	20 ft MIN	15 ft MIN	10 ft MIN
Nonresidential Use	20 ft MIN	20 ft MAX	5 ft MAX
MINIMUM SIDE YARD			
Primary Use or Structure	10 / 15 ft ²	0 / 10 ft ²	0 / 10 ft ²
Accessory Use or Structure	5 ft	0 / 5 ft ²	0 / 5 ft ²
MINIMUM REAR YARD			
Primary Use or Structure	25 / 35 ft ²	20 / 30 ft ²	20 / 30 ft ²
Accessory Use or Structure	5 ft	0 / 5 ft ²	0 / 5 ft ²

NOTES: (1) The notation "sf / unit" indicates square feet per dwelling unit.
(2) The larger requirement shall apply to residential uses and nonresidential uses adjacent to a residential use or district.

§ 210-21.6 BULK REQUIREMENTS

The following bulk requirements shall apply to the business districts as noted.

REQUIREMENT	ZONING DISTRICT		
	VGB	VCB	TDD
MAXIMUM BUILDING HEIGHT			
Primary Structure	40 ft ¹ (3 stories)	35 ft ¹ (2.5 stories)	40 ft ¹ (3 stories)
Accessory Structure	20 ft ²	15 ft ²	20 ft ²
MINIMUM BUILDING HEIGHT			
Primary Structure	30 ft (2 stories)	-	30 ft (2 stories)
MAXIMUM BUILDING FOOTPRINT			
Per Individual Building Section	6,000 sf ³	-	-
MAXIMUM LOT COVERAGE			
Gross Impervious Surface	60%	60%	-

- NOTES:**
- (1) Building height shall be determined in feet; while the visual scale or appearance in height of the structure shall be determined in stories. The Historic Preservation Board may adjust this requirement where necessary to preserve the historic character of the neighborhood and Village.
 - (2) No accessory structure may exceed the height of the primary structure on the lot.
 - (3) An individual building section shall be considered a structure built to stand alone and/or connect to adjacent structures such as a wing or addition adjoined via a fire wall, breezeway, or other structural element providing for the articulation of the primary structure(s) to appear as a smaller scale.

§ 210-21.7 BUSINESS DISTRICT DESIGN STANDARDS & GUIDELINES

- A. **Village of Pittsford Design Standards Incorporated.** The Village of Pittsford Historic and Architectural Design District Building Design Standards shall hereby be incorporated into this Chapter for the purposes of guiding development application review in the business districts by the Historic Preservation Board, Planning Board, and/or Village Board. Development applications include, but are not limited to, Certificates of Appropriateness, site plan review, and special use permits as provided for in Part 3 of this zoning law.
- B. **Historic Design Principles.** Guidance regarding the historic design principles of the Village may be found in Section 3 of the Village of Pittsford Design Standards document.
 1. General principles of design, including scale, proportion, rhythm, location and orientation, balance, massing, and materials.
 2. Design considerations for new construction, including height, scale, width, orientation, setback, proportion and rhythm of openings, neighborhood rhythms, roof form, massing, horizontal versus vertical elements, materials, landscape treatment, and outbuildings.
 3. Design consideration for additions, alterations, demolition, and relocation.
- C. **Architectural Styles.** Guidance regarding the historic character and architectural styles of the Village may be found in Section 2 of the Village of Pittsford Design

Standards document. This includes the evolution of neighborhoods and characteristics of the Federal, Greek Revival, Gothic Revival, Italianate, Queen Anne, Colonial Revival, Four-Square, Craftsman, and Tudor Revival architectural styles.

- D. **Business District Standards.** The regulation of signs, storefronts, awnings, refuse and mechanical equipment enclosures, lighting, and handicap accessibility for business districts may be found in Section 6 of the Village of Pittsford Design Standards document.
- E. **Rehabilitation of Historic Structures.** Standards for the rehabilitation of historic buildings and structures may be found in Section 5 of the Village of Pittsford Design Standards document. This includes, but is not limited to, the regulation of windows and shutters, door, garage doors, siding and exterior walls, architectural trim, porches and decks, roofing, chimneys, foundations, garages and barns, modern amenities, fencing, and paint and color.
- F. **Applicant Guidance.** Guidance for development review applicants may be found in Section 4 of the Village of Pittsford Design Standards document. However, the powers and duties of the Architectural and Preservation Review Board and Application Procedures and Requirements contained therein has been overridden by the establishment of the Historic Preservation Board and application and review procedures provided in this Chapter.

ARTICLE 22

MIXED USE DISTRICTS

§ 210-22.1 DISTRICTS ESTABLISHED

The mixed use districts of the Village of Pittsford are listed in the following table. When this zoning law refers to mixed use or "MU" zoning districts it is referring to one of the following:

DISTRICT NAME	ABBREVIATION & MAP SYMBOL
Mixed Use Erie Canal	MU-EC
Mixed Use Office	MU-OF

§ 210-22.2 REVIEWS REQUIRED

No building, structure, or lot shall hereafter be erected, altered, or demolished within a mixed use district without obtaining the following approvals, as applicable:

- A. **Historic Preservation Board Review.** A Certificate of Appropriateness (Chapter 211 of the Village of Pittsford Code) shall be required for the construction or exterior alteration of any building, structure, or architectural feature in the Pittsford Village Historic (H) District that is, in any respect, visible from a public street, public or private park, the Erie Canal, or any other public or private space that is accessible to the public.
- B. **Site Plan Review.** Site plan review shall be required as provided for in Article 34 of this Chapter. This shall include, but is not limited to, new construction, alteration, or demolition of structures.
- C. **Special Use Permit.** A special use permit shall be required as indicated in this Article and as provided for by Article 35 of this Chapter.
- D. **Local Waterfront Consistency Review.** All actions considered in the LWO District shall also be subject to Local Waterfront Consistency review as required by Chapter 121 of the Village of Pittsford Code.

§ 210-22.3 PURPOSE & INTENT

- A. **Mixed Use Erie Canal (MU-EC) District.**
 1. Purpose & Intent. The purpose of the MU-EC district is to recognize and preserve the history, presence, and character of land use along the Erie Canal within Pittsford Village. The intent of the MU-EC District is to achieve the following:
 - a) Implement the vision and policies of the Village's Comprehensive Plan;
 - b) Enhance the canal waterfront in conformance with the principles of the Village's Local Waterfront Revitalization Program (LWRP);

- c) Implement the vision and goals of the Erie Canalway Preservation and Management Plan, including:
 - Ensuring that new construction and the development of recreational opportunities are executed in harmony with the protection of heritage resources.
 - Protecting the Erie Canal Corridor's distinctive sense of place.
 - Preserving existing scenic views along the canal waterfront, wetlands, and other natural features, trails, and existing residential neighborhoods by ensuring that new construction and investment is appropriately located, designed, and landscaped.
 - Being compatible in scale, massing, orientation, and architectural design with the existing context.
 - d) Ensure the preservation and adaptive reuse of existing historic mills, warehouses, and other structures for retail, service, and other uses; and
 - e) Conserve the canal waterfront and adjacent natural areas for recreational uses and public enjoyment.
2. Conservation Lands.

- a) A portion of the MU-EC District lies adjacent to conservation easement protected agricultural lands, formerly known as the Hawley-Zornow farm. This land is subject to a 1998 Conservation Easement enacted by the Town of Pittsford. The conservation easement was funded in part with a grant from the NYS Department of Agriculture and Markets and is subject to the restrictions of that grant.
 - b) The public conservation easement preserves the interpretive value of the barns and mills located within the Schoen Place and Northfield Common areas. Proposals adjacent to this land shall therefore be evaluated based on appropriateness in this context and effect on the conservation easement lands and potential visual impact on the historical agricultural viewshed.
- B. **Mixed Use Office (MU-OF) District.** The purpose and intent of the MU-OF District is to implement the future land use vision and recommendations of the Pittsford Village Comprehensive Plan in the mixed use office / residential areas. The application of the MU-OF District shall serve the following objectives:
- 1. Maintain and enhance the District as a location for the provision of low impact retail, office, service, and residential uses in close proximity.
 - 2. Provide increased economic opportunity through the reuse and rehabilitation of existing buildings for office, residential, or limited commercial use.
 - 3. Capitalize on already developed space by permitting an increased development density with the addition or use of upper floors.
 - 4. Enhance the aesthetic character and walkability of the District through streetscape and landscaping improvements, including the maintenance of a complete sidewalk network.

5. Ensure infill and redevelopment opportunities are compatible with the context of the Village's traditional character, form, and scale.

§ 210-22.4 USE LISTS

Uses are allowed in the mixed use districts in accordance with the following table.

- A. Uses identified with a "P" are permitted as-of-right, subject to compliance with all other applicable standards of this zoning law.
- B. Uses identified with a "SP" may be allowed if reviewed and approved in accordance with Article 35 (Special Use Permits) of this Chapter.
- C. Uses identified with a "TP" may be allowed if reviewed and approved in accordance with Article 39 (Temporary Use Permits) of this Chapter.
- D. Uses not listed and those identified with a "-" are expressly prohibited.
- E. Article 24 (Additional Use Regulations) section references have been noted where applicable. Uses identified with an "NA" are not addressed in Article 24, and therefore; are not subject to use specific restrictions.

LAND USE	ZONING DISTRICT		ADDITIONAL REGULATIONS
	MU-EC	MU-OF	
RESIDENTIAL			
Single- or Two-Family Dwelling	P	P	NA
Multi-Family Dwelling, Max 10 Units	SP	SP	NA
Bed and Breakfast	SP	-	§ 210-24.6
Home Occupation	P	P	§ 210-24.9
Hospice, Nursing Home, or Assisted Living Facility	-	SP	NA
First Floor Dwelling Units, in Mixed Use Structure	-	P	NA
Upper Floor Dwelling Units	P	P	NA
COMMERCIAL			
Animal Grooming Shop	P ¹	-	§ 210-24.5
Brewpub	P ¹	-	§ 210-24.17
Dance, Art, Music, or Photo Studio	SP	P ¹	NA
Day Care Center, Child or Adult	-	P ¹	§ 210-24.7
Financial Institution	-	P ¹	NA
Gym or Fitness Club	SP	P ¹	NA
Boutique Hotel or Inn	SP	SP	NA
Laundromat	-	P ¹	NA
Office, Administrative or Professional	P ¹	P	NA
Office or Clinic, Medical	-	P	NA
Personal Service Shop or Spa	SP	-	§ 210-24.11
Recreation or Entertainment Facility, Indoor	SP	-	§ 210-24.15
Repair or Service of Personal Items	P ¹	P	NA
Restaurant	SP	-	§ 210-24.17
Tavern	SP	-	§ 210-24.17
Retail Store	P	-	NA

~ USE TABLE CONTINUED ON FOLLOWING PAGE ~

LAND USE - CONTINUED	ZONING DISTRICT		ADDITIONAL REGULATIONS
	MU-EC	MU-OF	
OTHER			
Municipal Structure or Use	P	P	NA
Museum or Library	P	P	NA
Community or Service Club	P	SP	NA
Place of Worship	SP	SP	NA
Public Park or Playground	P	P	§ 210-24.13
Public Utility	-	SP	§ 210-24.14
Telecommunications Equipment	SP	SP	§ 210-24.19
Mix of Uses in a Single Structure or Lot	Refer to Each Use		
Permitted Uses Over 1,500 Square Feet	SP	SP	See Use
ACCESSORY			
Residential Accessory Use or Structure	P	P	§ 210-24.4
Nonresidential Accessory Use or Structure	SP	SP	§ 210-24.4
Drive-Through Facility	-	-	-
Outdoor Assembly or Seating Area	SP	SP	§ 210-24.10
Outdoor Sales, Display, or Storage Area	TP	TP	§ 210-24.10
Pond	P	P	§ 210-24.12
Temporary Storage Unit	-	P	§ 210-24.18

NOTE: (1) Provided the use occupies a gross floor area of no more than 1,500 square feet.

§ 210-22.5 DIMENSIONAL REQUIREMENTS

The following dimensional requirements shall apply to the mixed use districts as noted.

REQUIREMENT	ZONING DISTRICT	
	MU-EC	MU-OF
MINIMUM LOT SIZE		
Residential Use	2,000 sf / unit ¹	2,500 sf / unit ¹
Nonresidential Use	-	15,000 sf
MINIMUM LOT WIDTH		
Residential Use	40 ft	65 ft
Nonresidential Use	50 ft	85 ft
FRONT YARD		
Residential Use	10 ft MIN	20 ft MIN
Nonresidential Use	0 ft MIN 20 ft MAX	10 ft MIN 30 ft MAX
MINIMUM SIDE YARD		
Primary Use or Structure	0 / 10 ft ²	0 / 10 ft ²
Accessory Use or Structure	5 ft	5 ft
MINIMUM REAR YARD		
Primary Use or Structure	15 / 35 ft ²	25 / 35 ft ²
Accessory Use or Structure	5 ft	5 ft

NOTES: (1) The notation "sf / unit" indicates square feet per dwelling unit.
(2) The larger requirement shall apply to residential uses and nonresidential uses adjacent to a residential use or district.

§ 210-22.6 BULK REQUIREMENTS

The following bulk requirements shall apply to the mixed use districts as noted.

REQUIREMENT	ZONING DISTRICT	
	MU-EC	MU-OF
MAXIMUM BUILDING HEIGHT		
Primary Structure	45 ft¹ (3 stories)	45 ft¹ (3 stories)
Accessory Structure	20 ft²	15 ft²
MAXIMUM BUILDING FOOTPRINT		
Per Individual Building Section	5,000 sf³	-
MAXIMUM BUILDING WIDTH		
Per Individual Building Section	60 ft³	60 ft³
MAXIMUM LOT COVERAGE		
Gross Impervious Surface	-	50%

- NOTES:**
- (1) Building height shall be determined in feet; while the visual scale or appearance in height of the structure shall be determined in stories. The Historic Preservation Board may adjust this requirement where necessary to preserve the historic character of the neighborhood and Village.
 - (2) No accessory structure may exceed the height of the primary structure on the lot.
 - (3) An individual building section shall be considered a structure built to stand alone and/or connect to adjacent structures such as a wing or addition adjoined via a fire wall, breezeway, or other structural element providing for the articulation of the primary structure(s) to appear as a smaller scale.

§ 210-22.7 MIXED USE DISTRICT DESIGN STANDARDS & GUIDELINES

- A. **Village of Pittsford Design Standards Incorporated.** The Village of Pittsford Historic and Architectural Design District Building Design Standards shall hereby be incorporated into this Chapter for the purposes of guiding development application review in the mixed use districts by the Historic Preservation Board, Planning Board, and/or Village Board. Development applications include, but are not limited to, Certificates of Appropriateness, site plan review, and special use permits as provided for in Part 3 of this zoning law.
- B. **Historic Design Principles.** Guidance regarding the historic design principles of the Village may be found in Section 3 of the Village of Pittsford Design Standards document.
 1. General principles of design, including scale, proportion, rhythm, location and orientation, balance, massing, and materials.
 2. Design considerations for new construction, including height, scale, width, orientation, setback, proportion and rhythm of openings, neighborhood rhythms, roof form, massing, horizontal versus vertical elements, materials, landscape treatment, and outbuildings.
 3. Design consideration for additions, alterations, demolition, and relocation.
- C. **Architectural Styles.** Guidance regarding the historic character and architectural styles of the Village may be found in Section 2 of the Village of Pittsford Design

Standards document. This includes the evolution of neighborhoods and characteristics of the Federal, Greek Revival, Gothic Revival, Italianate, Queen Anne, Colonial Revival, Four-Square, Craftsman, and Tudor Revival architectural styles.

- D. **Rehabilitation of Historic Structures.** Standards for the rehabilitation of historic buildings and structures may be found in Section 5 of the Village of Pittsford Design Standards document. This includes, but is not limited to, the regulation of windows and shutters, door, garage doors, siding and exterior walls, architectural trim, porches and decks, roofing, chimneys, foundations, garages and barns, modern amenities, fencing, and paint and color.
- E. **Applicant Guidance.** Guidance for development review applicants may be found in Section 4 of the Village of Pittsford Design Standards document. However, the powers and duties of the Architectural and Preservation Review Board and Application Procedures and Requirements contained therein has been overridden by the establishment of the Historic Preservation Board and application and review procedures provided in this Chapter.

ARTICLE 23

SPECIAL PURPOSE DISTRICTS

§ 210-23.1 DISTRICTS ESTABLISHED

The special purpose districts of the Village of Pittsford are listed in the following table.

DISTRICT NAME	ABBREVIATION & MAP SYMBOL
Pittsford Village Historic	H
Local Waterfront Overlay	LWO
Open Space	OS

§ 210-23.2 REVIEWS REQUIRED

No building, structure, or lot shall hereafter be erected, altered, or demolished within a special purpose district without obtaining the following approvals, as applicable:

- A. **Historic Preservation Board Review.** A Certificate of Appropriateness (Chapter 211 of the Village of Pittsford Code) shall be required for the construction or exterior alteration of any building, structure, or architectural feature in the Pittsford Village Historic (H) District that is, in any respect, visible from a public street, public or private park, the Erie Canal, or any other public or private space that is accessible to the public.
- B. **Site Plan Review.** Site plan review shall be required as provided for in Article 34 of this Chapter. This shall include, but is not limited to, new construction, alteration, or demolition of structures.
- C. **Special Use Permit.** A special use permit shall be required as indicated in this Article and as provided for by Article 35 of this Chapter.
- D. **Local Waterfront Consistency Review.** All actions considered in the LWO District shall also be subject to Local Waterfront Consistency review as required by Chapter 121 of the Village of Pittsford Code.

§ 210-23.3 PITTSFORD VILLAGE HISTORIC (H) DISTRICT

- A. **Chapter 211 Conformance.** The Pittsford Village Historic (H) District has been established as an overlay zoning district to ensure the greatest extent of compatibility with Chapter 211 (Historic Preservation and Architectural Preservation) of the Village of Pittsford Code and to further provide for coordinated development review and enforcement.
- B. **Purpose.** The purpose the Pittsford Village Historic (H) District is to promote the general welfare by providing for the identification, protection, enhancement, perpetuation, and utilization of buildings, structures, signs, features, improvements, sites, and areas within the Village that reflect special elements of the Village's

historical, architectural, cultural, economic or aesthetic heritage for the following reasons:

1. To foster public knowledge, understanding, and appreciation of the historical and architectural character of the Village and in the accomplishments of its past;
 2. To ensure the harmonious, orderly, and efficient growth and development of the Village;
 3. To enhance the visual character of the Village by encouraging new design and construction that complements the Village's buildings;
 4. To protect and promote the economic benefits of historic and architectural preservation to the Village, its inhabitants and visitors;
 5. To protect property values in the Village;
 6. To promote and encourage continued private ownership and stewardship of historic buildings within the Village;
 7. To identify as early as possible and resolve conflicts between the preservation of buildings and structures in the Village and alternative land uses; and
 8. To conserve valuable material and energy resources by ongoing use and maintenance of the existing built environment.
- C. **Applicability.** The H District shall consist of the entirety of the corporate limits of the Village of Pittsford and shall hereby apply to all buildings, structures, and lots therein. For the purposes of this Chapter, the H District shall be considered an overlay or floating district.
- D. **Use, Dimensional, and Bulk Regulations.** The use, dimensional, and bulk regulations of the underlying zoning districts shall apply to all uses, buildings, and lots of the H District as provided thereto.

§ 210-23.4 LOCAL WATERFRONT OVERLAY (LWO) DISTRICT

- A. **Purpose.** The purpose of the LWO District is to provide special controls to guide land use and development within the waterfront areas of the Village of Pittsford. The regulations are designed to protect the sensitive waterfront areas and to maintain consistent land use of the Town and Village of Pittsford's Local Waterfront Revitalization Program (LWRP).
- B. **Applicability.** The LWO District is not intended to be substituted for other zoning district provisions. The overlay is to be superimposed on the principal zoning district provisions and should be considered as additional requirements to be met in establishing a use within the underlying zoning district.
- C. **Use, Dimensional, and Bulk Regulations.** The use, dimensional, and bulk regulations of the underlying zoning districts shall apply to all uses, buildings, and lots of the LWO District as provided thereto.

- D. **Local Waterfront Revitalization Program Consistency.** In addition to any other provisions of this Chapter applying to them, lots, lands, and structures in the LWO District shall be subject to the policy standards, conditions, and design guidelines contained in the Village of Pittsford's Local Waterfront Revitalization Program.

§ 210-23.5 OPEN SPACE (OS) DISTRICT

- A. **Purpose.** The purpose of the Open Space (OS) District is to preserve and enhance the Village's open spaces, natural areas, and parks by restricting development that would not otherwise be compatible with or respect the natural environment. The intent of this District is to ensure ample passive and active recreational opportunities for residents and visitors and to identify areas of valued green space.
- B. **Applicability.** Areas applicable to and designated under the OS District include, but are not limited to, privately or publicly owned parkland and recreational facilities, farmland, woodlots, wetlands, environmentally sensitive areas, and otherwise undeveloped lands.
- C. **Use Lists.** Uses are allowed in the OS District in accordance with the following table.
1. Uses identified with a "P" are permitted as-of-right, subject to compliance with all other applicable standards of this zoning law.
 2. Uses identified with a "SP" may be allowed if reviewed and approved in accordance with Article 35 (Special Use Permits) of this Chapter.
 3. Uses not listed and those identified with a "-" are expressly prohibited.
 4. An Article 24 (Additional Use Regulations) section reference has been noted where applicable. Uses identified with an "NA" are not addressed in Article 24, and therefore; are not subject to use specific restrictions.

LAND USE	OS DISTRICT	ADDITIONAL REGULATIONS
RESIDENTIAL		
Dwelling, New Construction	-	-
RECREATIONAL		
Recreation Facility, Outdoor (Ex. Ball Fields, Tennis Courts)	P	§ 210-24.16
Public Park or Playground	P	§ 210-24.13
ENVIRONMENTAL		
Botanical Garden, Arboretum, or Conservatory	P	NA
Farm or Agricultural Operation	P	NA
Greenhouse or Community Garden	SP	NA
Pond	P	§ 210-24.12
OTHER		
Municipal Structure or Use	P	NA
Off-Street Parking Area	P	Article 25
ACCESSORY		
Nonresidential Accessory Structure or Use	SP	§ 210-24.4
Concessions, Food, or Retail Sales	SP	NA
Outdoor Assembly or Seating Area	SP	§ 210-24.10

NOTE: Such uses are permitted as noted, unless otherwise restricted by the 1998 Conservation Easement enacted by the Town of Pittsford to the property formerly known as the Hawley-Zornow farm.

- D. **Dimensional and Bulk Requirements.** The following shall apply to all lots and structures within the OS District.

REQUIREMENT	OS DISTRICT
MINIMUM LOT SIZE	
Lot Area	10,000 sf
Lot Width	50 ft
MINIMUM YARDS	
Front	20 ft
Side / Rear, Primary Structure	15 / 50 ft ¹
Side / Rear, Accessory Structure	5 / 25 ft ¹
MAXIMUM BUILDING HEIGHT	
Primary Structure	25 ft (1 story)
Accessory Structure	10 ft
MAXIMUM LOT COVERAGE	
Gross Impervious Surface	20%

NOTE: (1) When adjacent to a residential use or district the larger requirement shall apply.

ARTICLE 24

ADDITIONAL USE REGULATIONS

§ 210-24.1 PURPOSE & INTENT

- A. **Purpose.** This Article provides additional regulations for uses that are generally considered to have a higher potential for incompatibility with residential or low impact commercial uses without proper mitigation measures. The purpose of the regulations contained herein is to promote the health, safety, and general welfare of the public, while also protecting property values and the character of the immediate neighborhood and greater Pittsford community.
- B. **Intent.** These regulations are intended to mitigate the potentially undesirable impacts of certain uses, which by reason of nature or manner of operation, are or may become hazardous, obnoxious, or offensive owing to excessive and undue increases in the production and presence of odors, dust, smoke, fumes, noise, vibrations, refuse matter, vehicular traffic, or human activity.

§ 210-24.2 APPLICABILITY

- A. The following requirements are applicable to all uses, permitted (P) and specially permitted (SP), as noted in the use tables of Articles 20, 21, 22, and 23 of this Chapter.
- B. Specially permitted uses must obtain site plan approval and a special use permit in accordance with Articles 34 and 35 of this Chapter.
- C. Permitted uses do not require a special use permit. However, uses permitted as-of-right must obtain site plan review approval in accordance with Article 34 and conform to the additional use requirements of this Article, where applicable.
- D. Should the additional use regulations of this Article conflict with other requirements of this Chapter, the regulations contained herein shall take precedence.

§ 210-24.3 ACCESSORY DWELLING UNITS

- A. **Purpose.** The purpose of regulating accessory dwelling units is to:
 - 1. Create new housing units while respecting the design and scale of single-family residential development;
 - 2. Increase the housing stock of existing neighborhoods in a manner that is less intense than multi-family dwelling alternatives;
 - 3. Provide a broader range of affordable housing options that respond to changing family and household needs; and

4. Offer a means for residents, particularly seniors, single parents, and families with grown children, to remain in their homes and neighborhoods while also obtaining extra income, security, companionship, and/or services.

B. General Requirements.

1. An accessory dwelling unit (ADU) may be allowable as an accessory use to a single-family dwelling. There shall be no more than one ADU per primary use.
2. No ADU shall be permitted on a nonconforming lot or within a nonconforming principal or accessory structure.
3. ADUs may be allowed within the principal structure under the following conditions:
 - a) The principal structure is at least 2,500 square feet in habitable floor area.
 - b) The ADU is served by no more than one external entrance and such entrance is located on the side or rear façade of the principal structure.
4. ADUs may be allowed in a detached garage or other accessory structure under the following conditions:
 - a) The garage or accessory structure is located in the rear yard and is at least 500 square feet in habitable floor area.
 - b) The ADU is maintained as an accessory use and under no circumstances may be subdivided from the lot containing the principal use.
5. An ADU shall be a complete, separate housekeeping unit containing both a legal kitchen and bath and must meet NYS Uniform Building and Fire Prevention Code requirements. No ADU shall include more than two bedrooms.
6. No ADU shall be permitted if an existing approved driveway cannot accommodate at least one off-street parking space, in addition to the parking spaces required for the primary use.
7. The construction, modification, addition, or demolition of an ADU shall not discernably alter the single-family residential character of the lot or structure located thereon.

C. Owner-Occupancy Requirements.

1. At least one of the dwelling units is required to be occupied by the property owner and maintained as their primary residence.
2. The property owner shall sign an affidavit before a notary public affirming that the property is their primary residence. Such affidavit shall be submitted to the CEO. Upon sale of the property, a new owner shall be required to sign and submit a new affidavit within 30 days of the close of sale.
3. The individual sale of any ADU apart from the principal use is strictly prohibited.

§ 210-24.4 ACCESSORY USES & STRUCTURES

Accessory uses and structures are allowed in any zoning district in connection with any principal use lawfully existing within such district as noted in the use tables of Articles 20, 21, 22, and 23 of this Chapter. All accessory uses and structures shall conform to the following requirements.

A. General Requirements. Accessory uses and structures shall:

1. Require the issuance of a Certificate of Appropriateness from the Historic Preservation Board, as provided for in Chapter 211 of the Village of Pittsford Code.
2. Be clearly incidental and subordinate to the primary structure or use by height, area, extent, and purpose;
3. Not be located in any required front yard area, unless otherwise permitted in this Chapter;
4. Be in conformance with the dimensional and bulk requirements of the zoning district in which they are located. No accessory use or structure shall cause the rate of lot coverage to exceed the maximum rate permitted;
5. Be finished with materials and/or siding that is consistent and compatible with the existing character of the primary structure and surrounding neighborhood;
6. Maintain a separation of at least 10 feet from the primary building, when established as a detached accessory structure; and
7. Not obstruct, block, or force the enclosure of any structural opening (windows, doors, etc.), open porch, deck, or terrace, or required vehicular or pedestrian accessway.

B. Residential Accessory Uses and Structures. The following shall be considered permissible residential accessory uses or structures for the purposes of this Chapter.

1. Decks, patios, terraces, or seating areas.
2. Residential garages or carports.
3. Enclosed storage structures, such as sheds.
4. Fences and walls in accordance with Section XX.
5. Playgrounds or playhouses.
6. Noncommercial nurseries, gardens, or greenhouses.
7. Fire escapes or other such structures intended to maintain the health, safety, and welfare of residents within a dwelling and the general public.
8. Ramps, lifts, or other such structures intended to provide an increased level of accessibility to the structure or use.

9. Dish or radio antennae no more than one meter in diameter and intended for noncommercial use. Such antennae shall not extend more than 30 inches above the roofline or exceed the maximum building height of the district, whichever is less.
 10. Personal generators, air conditioning units, and other small-scale mechanical equipment for noncommercial use, provided such equipment is located, screened, and operated in accordance with the requirements of this Chapter.
 11. Solar energy systems or green infrastructure installations, such as rain barrels, rain gardens, or bioswales.
 12. Off-street parking areas, including electric vehicle charging stations, provided all applicable parking requirements of this Chapter are met.
 13. Other uses and structures which the CEO deems appropriate by virtue of similarity in nature, activity, and/or extent to those already listed.
- C. **Nonresidential Accessory Uses and Structures.** The following shall be considered permissible nonresidential accessory uses or structures for the purposes of this Chapter.
1. Outdoor assembly or seating areas, sales or display areas, or storage areas in accordance with Section 210-24.10.
 2. Decks, patios, terraces, or seating areas otherwise not programmed for public use as part of the primary operation.
 3. Garages or carports.
 4. Enclosed storage structures, such as sheds.
 5. Fences and walls in accordance with Section XX.
 6. Playgrounds or playhouses.
 7. Nurseries, gardens, or greenhouses.
 8. Fire escapes or other such structures intended to maintain the health, safety, and welfare of employees, patrons, and the general public.
 9. Ramps, lifts, or other such structures intended to provide an increased level of accessibility to the structure or use.
 10. Dish or radio antennae no more than two meters in diameter when screened from public view and adjacent residential property. Such antennae shall not extend more than five feet above the roofline or exceed the maximum building height of the district, whichever is less.
 11. Generators, HVAC systems, and other mechanical equipment, provided such equipment is located, screened, and operated in accordance with the requirements of this Chapter.

12. Solar energy systems or green infrastructure installations, such as rain barrels, rain gardens, or bioswales.
13. Off-street parking and loading areas, including electric vehicle charging stations, provided all applicable parking and loading requirements of this Chapter are met.
14. Other uses and structures which the CEO deems appropriate by virtue of similarity in nature, activity, and/or extent to those already listed.

§ 210-24.5 ANIMAL GROOMING SHOPS

- A. All services shall be provided within a completely enclosed building.
- B. The boarding of animals shall be prohibited.
- C. A waste management plan shall be required to ensure proper upkeep of the site and disposal of animal excrement and waste.

§ 210-24.6 BED & BREAKFASTS

In order to protect the residential character of the district in which it is located, a bed and breakfast (B&B) facility shall be regulated by the following:

- A. A B&B shall only be permitted in an owner-occupied single-family, detached dwelling. A B&B shall not be permitted on a nonconforming lot or within a nonconforming structure.
- B. The minimum lot area required for a B&B shall be 10,000 square feet. The minimum habitable floor area of a B&B shall be 2,500 square feet.
- C. There shall be a maximum of four room used for lodging. The maximum stay of guests shall be no more than 30 consecutive days. The rooms utilized for sleeping must be existing and part of the primary residential use, and not specifically constructed for rental purposes.
- D. Meals and other services provided on the premises shall only be available to residents, employees, and overnight guests. There shall be no separate or additional kitchen facility permitted. Commercial cooking equipment shall not be permitted.
- E. Sales of merchandise shall be limited to registered guests, and shall be incidental to the bed-and-breakfast operation. The home shall not be used by the public or paying guests for private parties, receptions, meetings, or the like.
- F. The residential character of the lot and structures located thereon shall be preserved. Structural alterations or additions of a nonresidential nature shall be prohibited.
- G. No more than one employee shall be permitted that does not reside in the dwelling.
- H. All B&Bs must be able to accommodate parking requirements on-site. Off-street parking shall not be permitted in the front yard. All parking areas shall be screened

from adjacent properties and the public right-of-way in a manner approved by the reviewing board.

- I. All outdoor lighting proposed for the operation of a B&B shall be appropriately shielded so as not to adversely impact neighboring properties.
- J. A sketch plan showing the floor plan shall be submitted for approval.
- K. Sign materials are to be comparable with the architecture of the building.
- L. The facilities and operation must comply with the applicable provisions of the New York State Uniform Fire Prevention and Building Code, including the definition of a bed-and-breakfast contained therein. The operation must comply with the regulations of the Monroe County and New York State Boards of Health, and any other agency having jurisdiction.
- M. The facility must be inspected by the Fire Marshal once every 12 months, and a certificate of inspection shall be posted prominently on the premises. A fee may be imposed for the annual inspection and certificate. The Building Inspector, Fire Marshal, or Code Enforcement Officer shall be given access to the dwelling as said officer deems necessary for the purpose of making inspections.

§ 210-24.7 DAY CARE CENTERS, CHILD OR ADULT

- A. No day care shall be permitted without obtaining the proper license and registration, as required by NYS or Monroe County Law.
- B. All buildings, structures, and areas of organized activity dedicated to the primary day care use shall maintain a setback of at least 15 feet from all property lines.
- C. A landscaped buffer of at least five feet in height and five feet in width shall be provided at all side and rear property lines abutting a residential use or district.
- D. Outdoor speakers and public-address or stereo systems are prohibited.
- E. Day care centers may be conducted as a home occupation, provided a special use permit is obtained and such use is in conformance with all applicable home occupation requirements.

§ 210-24.8 GASOLINE SERVICE STATIONS

- A. Curb cuts and driveways for vehicular ingress and egress shall be spaced at least 40 feet apart from edge to edge. No curb cut or driveway shall be provided within 50 feet of an intersection. Driveways shall be so located as to avoid the necessity of any vehicle backing into any public right-of-way.
- B. Minor vehicle repair or service may be permitted provided all activities are conducted within a completely enclosed building.
- C. No part of any filling pump, lift, or other service appliance shall be erected within 100 linear feet of a property line of any residential district or use.
- D. The sale, rent, or display of vehicles on the property shall be prohibited.

§ 210-24.9 HOME OCCUPATIONS

- A. **Purpose.** The purpose of the regulating home occupations is to provide residents with the opportunity to conduct professional office or administrative uses within their home, while still preserving the value and character of the neighborhood.
- B. **Permitted Occupations.** Permitted home occupations include a lawyer, accountant, author, engineer, architect, consultant, realtor, insurance agent/broker, counselor, artist, photographer, teacher, tutor, tailor, repairperson, or other such use which the CEO deems appropriate by virtue of similarity in nature, activity, and/or extent.
- C. **Prohibited Occupations.** Prohibited home occupations include those that would generate adverse impacts to or are incompatible with the existing character of a residential neighborhood. These uses include, but are not limited to, retail stores, medical or emergency services, animal care services, and vehicle sales, service, or repair.
- D. **General Regulations.**
 - 1. The home occupation must be clearly incidental and secondary to the use of the residential dwelling and shall conform to all requirements of the NYS Uniform Building and Fire Prevention Code.
 - 2. The residential character of the lot and structures located thereon shall be preserved. Structural alterations or additions of a nonresidential nature shall be prohibited.
 - 3. The home occupation shall be owned and operated by a full-time resident of the dwelling.
 - 4. All home occupation related activities shall occur wholly within an enclosed structure.
 - 5. No more than one employee shall be permitted that does not reside in the dwelling.
 - 6. There shall be no exterior display or storage of materials, good, supplies, or equipment related to the home occupation.
 - 7. No home occupation shall produce odors, noises, dust, vibrations, glare, or any other nuisance not typically found in a residential neighborhood.
 - 8. On-site retail sales is prohibited, except the sale of items that are clearly incidental to a permitted home occupation.
 - 9. Deliveries to home occupations shall be permitted by two-axle vehicles only.

§ 210-24.10 OUTDOOR ASSEMBLY, SEATING, SALES, DISPLAY & STORAGE AREAS

Outdoor assembly, seating, sales, display, and storage areas are allowable as a nonresidential accessory use, provided all areas are in conformance with the following

additional requirements. These standards shall not apply to any residential accessory use.

A. General Requirements.

1. No area shall be located within a residential district or within any public right-of-way.
2. No area shall block windows, entrances, exits, pedestrian or vehicular access, sidewalks, fire lanes, or other travel lanes.
3. No area shall exceed 15% of the gross floor area of the primary use.

B. Assembly, Seating, Sales, and Display Area Requirements.

1. Within the VCB District or MU-EC District, such areas may be allowable in the public right-of-way provide site plan approval is obtained to ensure the health, safety, and general welfare of the public.
2. All areas shall be located adjacent to the wall of the primary structure and shall not extend more than 20 feet from said wall or beyond any public right-of-way or property line, unless otherwise approved through site plan review.
3. No area shall be used for storage purposes.
4. Seating and all items for sales or display shall be removed, enclosed, screened, and/or secured during non-business hours.

C. Storage Area Requirements.

1. No area shall be permitted in any front yard or within any public right-of-way.
2. All areas shall be fully screened from public view and from adjacent residential uses or districts.
3. No area shall be located within 50 linear feet of the property line of any adjacent residential use or district.

§ 210-24.11 PERSONAL SERVICE SHOPS & SPAS

- A. Permitted Establishments.** Permitted personal service shops are establishments that provide for the health, care, and wellness of a person's body, mind, hair, skin, or nails. Such uses shall include, but are not limited to, spas, saunas, beauty salons, barber shops, tanning salons, massage therapy, esthetics and dermatology offices, or other such uses which the CEO deems appropriate by virtue of similarity in nature, activity, and/or extent.
- B. Prohibited Establishments.** Prohibited personal service shops are establishments that provide body modification services, surgical procedures, or other medical treatments that penetrate a person's skin. This shall include, but is not limited to, body and ear piercing salon, tattoo parlors, and micropigmentation services.
- C. General Regulations.**

1. Personal service shops and spas shall be prohibited on the first floor of any building in the VCB or MU-EC Districts.
2. Personal service shops and their operators shall obtain all permits and licenses required by local, county, and state law. Such permits and licenses shall be duly displayed and all operations conducted in accordance with the regulatory requirements thereof.
3. Personal service shops in the VCB and MU-EC Districts shall be limited in operation so that no more than four patrons may be accommodated at one time. This may be enforced in the number of chairs, seats, tables, rooms, or other equipment necessary to provide such service.

§ 210-24.12 PONDS

- A. **Purpose.** It is the purpose of this Section to define and regulate ponds in all zoning districts in the Village in order to protect the environment, preserve the rights of others to natural water flows, and to prevent health and safety hazards that may occur by reasons of the existence of any pond or waterbody.
- B. **Site Plan Review Required.**
 1. No pond shall be constructed or maintained without obtaining site plan approval in accordance with Article 34 of this Chapter. No building permit may be issued until such approval is obtained.
 2. A site plan for a pond shall show all elements necessary to meet the requirements of this Code, including but not limited to, a survey map of the subject and all affected properties showing the exact location of all proposed improvements including the pond, surface elevation contours for evaluating the drainage flows, both to and from the pond, the size and depth of the pond, and any other data or detail required by the reviewing board and Village Engineer.
 3. Related permits, as applicable, must be identified and obtained from any affected county, town, and state agencies.
- C. **Performance Standards.**
 1. All ponds must be maintained as required by the Village Engineer and the CEO so as to assure that they do not become offensive to neighboring properties by reason of stagnation, algae, mosquito breeding and similar conditions and that they function as intended when constructed.
 2. No pond shall interfere with or impede the natural flow of water in such a way as to adversely impact any floodplain, wetland area, public water supply, existing sewage and drainage facilities, public streets and highways, or the property of others.
 3. All ponds shall conform to the setback restrictions for buildings in the zoning district in which the pond is located.

4. The site plan for a pond may be issued subject to conditions deemed necessary by the reviewing board to restrict access to the pond by neighbors, pedestrians, and other persons for their protection and safety.

§ 210-24.13 PUBLIC PARKS OR PLAYGROUNDS

1. No park or playground shall be constructed or maintained without obtaining site plan approval in accordance with Article 34 of this Chapter. No building permit may be issued until such approval is obtained.
2. A site plan for a park or playground shall show all elements necessary to meet the requirements of this Code, including but not limited to, a survey map of the subject and all affected properties showing the exact location of all proposed improvements, surface elevation contours for evaluating the drainage flows, and any other data or detail required by the reviewing board and Village Engineer.
3. Related permits, as applicable, must be identified and obtained from any affected county, town, and state agencies.

§ 210-24.14 PUBLIC UTILITIES

- A. Public utilities shall not be located on a primarily residential street unless no other site is available.
- B. The location, design, and operation of public utility structures shall not adversely affect the character of the surrounding area.
- C. Public utilities shall be landscaped in a manner approved during site plan review.
- D. To the greatest extent practicable, public utility equipment shall be stored and screened so as not to be visible from surrounding properties and the public right-of-way.
- E. No public utility structure may exceed the height requirements of the zoning district in which it located.

§ 210-24.15 RECREATION & ENTERTAINMENT FACILITIES, INDOOR

- A. Indoor recreation and entertainment facilities shall be limited to more than 2,500 square feet is gross floor area in the VGB, VCB, and MU-EC Districts.
- B. To the greatest extent practicable, mitigation measures shall be provided to eliminate the impacts of noise, light, traffic, and other potential nuisances on nearby residential uses.

§ 210-24.16 RECREATION & ENTERTAINMENT FACILITIES, OUTDOOR

- A. Permanent, enclosed bathroom facilities for the general public shall be provided on site.

- B. No outdoor recreation or entertainment facilities shall be located closer than 200 feet to the property line of any adjacent residential use or district.
- C. Hours of operation shall be posted on-site. All outdoor facilities shall be secured and closed to the public outside of operating hours.
- D. A waste management plan shall be required to ensure proper upkeep of the site and disposal of trash, litter, animal waste, and other refuse.

§ 210-24.17 RESTAURANTS, TAVERNS & BREWPUBS

- A. No such use may be established in the VCB, VGB, or MU-EC Districts within 100 linear feet of a single-family dwelling, as measured by a straight line from the nearest edge of the property line of the proposed use to the nearest edge of the property line of the residential use. .
- B. Where a restaurant, tavern, or brewpub is located within 200 linear feet of a residential use or district, the Village Board may impose restrictions to the hours of operation thereof as part of the special use permit issued to ensure the greatest level of compatibility with the adjacent neighborhood.
- C. All such uses dealing with the importation, manufacture, distribution, or sale of alcohol shall obtain a license as required by the NYS Liquor Authority and operate in accordance of the regulations therein. A complete copy of any application filed with and license issued by the NYS Liquor Authority shall be provided with any application subject to this Chapter.
- D. Brewpubs shall be a duly licensed brewery and shall provide for on-premise sales or service as licensed by the NYS Liquor Authority. Brewpubs shall be limited in scale to produce no more than 15,000 barrels of beer per year, as is customary of a microbrewery.
- E. Uses where the sale of food is the primary source of revenue shall be considered restaurants. Restaurants must have a full kitchen and menu as required by the NYS Liquor Authority when the sale of beer, wine, and/or liquor is provided.
- F. Taverns and tasting rooms of brewpubs shall include a minimum food preparation area and menu that satisfies the NYS Liquor Authority's minimum food requirement.
- G. A waste management plan shall be required to provide for proper upkeep of the site and disposal of refuse. All refuse containers shall be located in the rear yard and maintain a setback of at least five feet from all property lines.
- H. Where the provision of on-site refuse containers is infeasible, a shared waste management agreement may be established between adjacent uses. Under no circumstance shall any shared refuse container be located outside of a 200 foot radius of a single use.

§ 210-24.18 TEMPORARY STORAGE UNITS

- A. **Purpose.** The Section has been adopted to ensure that placement of temporary storage units does not negatively impact the character and aesthetics of the Village, as well as to promote the health, safety, and welfare of the general public.

B. Registration Required.

1. It shall be unlawful for any person or entity to place or permit the placement of a temporary storage unit on property located within any zoning district without registering such unit with the CEO.
2. Registration shall occur prior to the initial delivery of the temporary storage unit.
3. The registration form shall contain:
 - a) The name of the registrant to whom the temporary storage unit is supplied;
 - b) The registrant's property status: owner, renter, lessee, etc.;
 - c) The address at which the temporary storage unit will be placed;
 - d) The delivery date and removal date;
 - e) A sketch depicting the location and the placement of the temporary storage unit on the lot; and
 - f) Signature of the parcel owner or other legal occupant with the written permission of the parcel owner.
 - g) A copy of the rental agreement with the owner of the temporary storage unit.
4. Only the property owner may register a unit. A renter, lessee, or other legal resident may register a unit if they have the written permission of the property owner.

C. Placement of Units.

1. Units shall only be placed in the driveway, or if access exists, at the side or rear of the lot. The unit may not be placed in unpaved front yard space.
2. Units shall be set back at least five feet from any lot line and five feet from any structure.
3. Approval from the CEO shall be required if the location of a unit meets either of these conditions:
 - a) There is no driveway; or
 - b) The property is a corner lot.
4. Placement may not limit visibility of vehicles, pedestrians, or bicyclists.

D. Allowable Number of Units. Only one temporary storage unit may be placed upon any lot at one time.

E. Unit Size. Units shall not have a footprint exceeding 200 square feet or a height of more than eight feet.

- F. **Duration.** The temporary storage unit may be permitted for a maximum of 30 consecutive days, including the days of delivery and removal. The registration may be extended an additional 30 days upon written request to and approval by the CEO.
- G. **Maximum Number of Registrations.** Each lot is limited to a maximum of four registrations per 12 month period.
- H. **Maintenance.** All temporary storage units shall be fully enclosed structures. The registrant shall be responsible for ensuring that the unit is maintained in good condition, free from evidence of deterioration, weathering, discoloration, graffiti, rust, ripping, tearing, or other holes or breaks at all times.
- I. **Prohibited Materials and Uses.** The storage of solid waste, chemical substances, and illegal or hazardous material is prohibited.
- J. **Inspection.** Upon reasonable notice to the registrant, the CEO may inspect the contents of any temporary storage unit at any reasonable time to ensure that it is not being used in a manner prohibited by this Section.

§ 210-24.19 TELECOMMUNICATIONS EQUIPMENT

- A. **Legislative Intent.** The purpose of this Section is to allow for telecommunications equipment installation in accordance with applicable state and federal law. While acknowledging the demand for wireless communications, the Village recognizes that the small-scale residential and commercial districts, agricultural landscapes and canal waterfront comprising the Village are primary community resources. The erection of telecommunications equipment of unusual height or bulk within the Village may threaten the historic integrity, damage the aesthetic value and reduce residents' opportunities to enjoy these resources. The intent of this Section is to regulate the construction and siting of telecommunications equipment in compliance with the Federal Communications Act of 1996 to achieve the following:
 - 1. Protect the health, safety and general welfare of the residents of the Village of Pittsford.
 - 2. Protect the aesthetic characteristics and historic features of the Village of Pittsford.
 - 3. Ensure that telecommunications equipment planned for locations within the Village of Pittsford are sited and constructed in a manner consistent with sound land use planning, the Village's comprehensive plan and other adopted goals of the Village.
- B. **Application.**
 - 1. No freestanding telecommunications equipment, including but not limited to, a tower, satellite dish, antenna, or pole, shall hereafter be used, erected, moved, reconstructed, changed or altered except after approval of a special use permit and in conformity with these regulations.
 - 2. No existing structure shall be modified to serve as a transmission tower or telecommunication facility unless in conformity with this Section.

- C. **Height.** The maximum building height requirement of the applicable zoning district shall apply to all telecommunications equipment. The placement of such equipment on a roof or structure shall not cause such structure to exceed the maximum height restrictions of the zoning district in which it is located.
- D. **Application Requirements.** In addition to the requirements for a special use permit and site plan application, telecommunication equipment applications shall also include the following, at a minimum:
1. Proof of the landowner's consent if the applicant does not own the property,
 2. Location of property lines and permanent easements, including the address, property tax number, and ownership of such properties.
 3. Location of the equipment, together with towers, dishes, antennae, guy wires, guy anchors, and accessory structures, if applicable.
 4. Location of all structures on the property within 500 feet of the base of the equipment and all structures on any adjacent property.
 5. Names of all adjacent landowners and other landowners within 500 feet of property boundaries where the site is proposed.
 6. Proposed height of all equipment, including any towers or antennae, and the justification for such proposed height.
 7. Construction detail for any towers, dishes, or antennae, including but not limited to, monopole, guyed, freestanding or other.
 8. Elevation illustrations, drawn to scale, of the equipment, together with all towers, dishes, or antennae.
 9. Final grading plans for the site, including facilities and roads.
 10. Plan of how the proposed structures will supplement, detract, or coordinate with existing equipment in the Village and contiguous jurisdictions; any changes proposed or anticipated within the following 24 month period, including a build-out plan for new locations and the discontinuance or relocation of existing facilities. If granted a special use permit, this build-out plan must be updated annually.
 11. Location, nature, and extent of proposed fencing, landscaping, and/or screening.
 12. Location, nature, and extent of proposed utility easements and access roads, if applicable.
 13. Inventory of other existing and proposed equipment within the Village and adjacent communities.
 14. Proposed maintenance and inspection procedures, including records systems.
 15. Certification that the NIER levels at the proposed site are within threshold levels adopted by the FCC.

16. Certification that the proposed equipment will not cause interference with existing communication devices, including but not limited to, radio, television, telephone, cellular, or wireless reception.
 17. Certification that the equipment meets all state and federal structural requirements for loads, wind, ice, fall down specifications, etc.
 18. A copy of the applicant's FCC license.
 19. Certification that the applicant has utility status from New York State and the Public Service Commissioner.
 20. Verification that the proposed facility will comply with all applicable FCC rules and regulations.
- E. **Visual Impact Assessment.** The applicant shall also be required to complete a visual impact assessment, including but not limited to:
1. A description of how the equipment can be blended with the viewshed, including any plans for camouflage, such as simulating the appearance of a tree or other structure depending on the context of the proposed location.
 2. A Zone of Visibility Map that identifies locations from which the equipment, including all towers, dishes, or antennae, may be seen.
 3. Pictorial representations of "before and after" views from key viewpoints both inside and outside the Village, including but not limited to state and Village streets, local parks, NYS Thruway Authority lands and waterways, other public lands, preserves and historic sites, viewsheds that are important to the community, and from any other location where the site is visible to a large number of visitors or residents. The reviewing board may assist the applicant in determining appropriate key sites.
 4. Assessment of the visual impact of the equipment, including all towers, dishes, antennae, guy wires, and accessory facilities or structures from abutting properties and streets, and viewsheds that are important to the community.
- F. **Waivers.** The reviewing board is permitted to waive any requirements of this Section which are inapplicable as a result of the applicant proposing a shared use on existing equipment, including any towers or structures.
- G. **Shared Use.**
1. An applicant shall be required to present an inventory report of existing equipment within the Village of Pittsford and adjacent municipalities, and outlining opportunities for shared use of existing facilities and use of other preexisting structures as an alternative to new construction.
 2. Where shared use is unavailable, location of equipment on preexisting structures shall be considered the next preferable location.
 3. An applicant intending to share use of existing equipment shall be required to document consent from the existing equipment and property owner for the shared use.

4. The applicant shall pay all reasonable fees and costs of adapting existing equipment to a new shared use. Those adaption costs include but are not limited to structural reinforcement, preventing transmission or receiver interference, additional site screening, and other changes including real property acquisition or lease required to accommodate the shared use.
 5. In the case of new equipment, the applicant shall be required to submit a report demonstrating good faith efforts to secure shared use from owners of existing equipment. Copies of written requests and responses for shared use shall be provided
- H. **Aesthetics.** In order to minimize any adverse aesthetic effect on neighboring properties to the maximum extent practicable, the reviewing board shall impose reasonable conditions on the applicant, including the following:
1. All telecommunications equipment and accessory facilities or structures shall be sited to have the least adverse visual effect on the environment.
 2. A freestanding tower instead of a guyed tower.
 3. Existing on-site vegetation shall be preserved. The cutting of trees exceeding four inches in diameter (measured at a height of four feet off the ground) may be allowed with review board approval.
 4. Evergreen tree plantings shall be required to screen equipment from nearby property, as well as from public sites known to include important views or vistas. Where the site abuts residential or public property, including streets, at least one row of evergreen shrubs or trees capable of forming a continuous hedge at least 10 feet in height within two years of planting shall be provided to screen the equipment, as well as any tower base or accessory facilities. In the case of poor soil conditions, planting may occur on soil berms to assure plant survival. Plant height in these cases shall include the height of any berm.
 5. The applicant shall show that it has made good faith efforts to collocate on existing equipment and/or to construct new facilities near existing equipment in an effort to consolidate visual disturbances.
 6. Equipment should be designed and sited so as to avoid, whenever possible, application of FAA lighting and painting requirements. The equipment shall not be artificially lighted except as required by the FAA. Any lighting utilized shall not result in glare on adjacent properties. Equipment is to be of a galvanized finish or painted matte gray unless otherwise approved by the review board or required by the FAA.
 7. No equipment or accessory facilities or structures shall contain any signs or devices displaying a commercial message. Safety warning signs shall not be considered a commercial message, the size and type shall be determined and approved by the reviewing board.
 8. All communication cable and utilities, including water, gas, electric and sewer leading to and away from any new telecommunications equipment shall be installed underground and in compliance with all the laws, rules and regulations of the Village.

I. **Setbacks.**

1. All freestanding telecommunications towers, dishes, antennae, and accessory structures shall be set back from abutting parcels, public property or right-of-way lines a distance sufficient to substantially contain on-site all ice fall or debris from equipment failure, or 200 feet, whichever is greater. In no case shall such equipment be located less than 200 feet from a residential property.
 2. All appurtenances and attachments, such as guy wires, must be located at a minimum setback from any property line a distance of at least 200 feet. The minimum setback requirement of this subsection may be increased at the discretion of the reviewing board as part of the site plan approval procedures, or it may be decreased in those instances where the owner/applicant has submitted plans for a tower design in such a manner as to collapse within a smaller area. Such tower design and collapse zone shall be reviewed by and must be acceptable to the Village Engineer and the reviewing board.
- J. **Intermunicipal Notification.** In order to keep neighboring municipalities informed, and to facilitate the possibility of directing existing telecommunications equipment in a neighboring municipality be considered for shared use, the reviewing board shall require that the applicant provide an intermunicipal notification for new equipment as follows:
1. An applicant who proposes new telecommunications equipment in the Village of Pittsford shall notify in writing the Towns of Pittsford, Penfield, Perinton and Brighton, and the Town/Village of East Rochester.
 2. Notification shall include the exact location of the proposed equipment and a general description of the project, including but not limited to, the height of all proposed equipment and its capacity for future shared use.
 3. Documentation of this notification shall be submitted to the reviewing board at the time of application.
- K. **Radio-Frequency Effects.** It is recognized that Federal laws [Telecommunications Act of 1996; Public Law 104-104, Section 704 (February 8, 1996)] prohibit the regulation of cellular and PCS telecommunications equipment based on the environmental effects of radio-frequency emissions where those emissions comply with the FCC standards for those emissions. The Board shall, however, impose a condition on the applicant that the communications antennas be operated only at FCC designated frequencies and power levels and require applicants to submit evidence upon approval and periodically thereafter, demonstrating that the proposed use is in compliance with such standards.
- L. **Indemnification.** To the maximum extent permitted by law, the applicant shall execute an agreement indemnifying and holding the Village harmless from any and all liabilities, claims of personal injury or property damage arising out of or in any way related to the installation and operation of the telecommunications equipment and its accessory structures and facilities.
- M. **Traffic, Access, and Safety.**
1. A road and parking will be provided to assure adequate emergency and service access. Maximum use of existing roads, public or private, shall be made. Road construction shall be consistent with Village standards for private roads and shall at all times minimize ground disturbance and vegetation cutting. Construction of previous roadways (crushed stone, gravel, etc.) is

preferred. Road grades shall closely follow natural contours to assure minimal visual disturbance and reduce soil erosion potential. Public road standards may be waived in meeting the objective of this subsection.

2. All telecommunications equipment and guy anchors, if applicable, shall be enclosed by climb-proof fencing of not less than eight feet to protect it from trespassing or vandalism.
3. The applicant must comply with all applicable state and federal regulations including but not limited to FAA and FCC regulations.

N. Letter of Credit.

1. The applicant and the owner of record of the premises shall be required to execute and file with the Village Clerk of the Village of Pittsford a letter of credit acceptable to the Village Attorney as to form and manner of execution in an amount sufficient for the faithful performance of the terms and conditions of this Section, the conditions of the permit or approval issued hereunder, for the observation of all Village local laws or ordinances to cover the maintenance of the equipment during its lifetime, and provide for its removal and restoration of the site to its original condition.
2. The amount required shall be determined by the Village Engineer and shall be not less than 150% of the cost of removal of the equipment, and shall be reviewed and adjusted at five-year intervals.
3. In the event of default upon the performance of any such conditions, the letter of credit or security shall be forfeited to the Village of Pittsford, which shall be entitled to maintain an action thereon.
4. The letter of credit or security shall remain in full force and effect until the removal of all equipment and site restoration. Further, the applicant and owner shall be required to furnish evidence of adequate insurance, the adequacy of which shall be determined by the Village's insurance consultant.

- O. Verification of Compliance.** The applicant shall submit, on an annual basis, a written report of compliance to the authorized official, verifying that the site has maintained compliance with all applicable FCC emission requirements and mechanical safety regulations. Also included in such written report shall be an updated full build-out analysis and capacity for the site and all equipment in and adjacent to the Village of Pittsford together with a summary of complaints received by the applicant and responses thereto in the preceding 12 months.

- P. County Agreement.** An applicant shall agree to permit Monroe County to collocate emergency telecommunications equipment that the County deems necessary in its responsibility for 911 and other public safety or emergency purposes on its equipment.

1. The agreement shall include the use by the County of any and all equipment space, tower space, structure space, rights-of-way, and utility easements.
2. Installation of the County's equipment shall not cause the existing equipment to exceed its permitted weight capacity or cause interference with the radio frequency transmission of the applicant's equipment.

3. There shall be no cost to the County for its use of the applicant's equipment.
4. The County shall have access to the equipment and premises at any time.

Q. **Removal of Facilities.** Approval of new telecommunications equipment or the expansion or a modification of any existing equipment shall be conditioned upon the owner's and applicant's agreement to remove such equipment, facilities, and structures once it is no longer used. Removal of such obsolete and/or unused equipment shall take place within six consecutive months of cessation of use.

R. **Expiration of Approval.** Special use permit and site plan approval shall expire upon:

1. The failure to commence active operation of the telecommunications equipment and/or accessory facilities or structures within six consecutive months of the date of approval.
2. The discontinuance of the active and continuous operation of the telecommunications equipment and/or accessory facilities for six consecutive months, regardless of any reservation of an intent not to abandon or discontinue the use or of an intent to resume active operations. Upon such abandonment or cessation of use the applicant shall remove the equipment and all related facilities and structures.

S. **Exemptions.** The following are exempt from the requirements of securing a special permit and site plan approval pursuant to this Section:

1. The repair and maintenance of existing telecommunications equipment, facilities, towers, antennas, and accessory structures or facilities.
2. Antennas used solely for the residential household television and radio reception which do not exceed the maximum height permitted for primary structures within the zoning district.
3. Satellite antennas measuring one meter (39.37 inches) or less in diameter, building-mounted, installed according to manufacturer's recommendations, adequately secured and meeting all electrical code requirements regardless of the zoning district in which it is located. For safety reasons, no such satellite antenna shall be placed on an ingress or egress to a building or placed within 10 feet of a power line.

ARTICLE 25

PARKING, LOADING & ACCESS MANGEMENT

§ 210-25.1 PURPOSE & INTENT

- A. **Purpose.** The purpose of this Article is to ensure that all uses and development within the Village is adequately served by off-street parking and loading areas. The standards contained herein are designed to provide proper circulation, reduce hazards to pedestrians, and protect the users of adjacent properties from nuisances caused by the noise, fumes, and glare of headlights which may result from the operation of vehicles.
- B. **Intent.** This Article is also intended to achieve the following objectives:
1. Reduce congestion on the street network in the Village;
 2. Ensure there are adequate amounts of parking and loading facilities to serve the use(s) and users of the property;
 3. Encourage alternative parking designs and modes of transportation to reduce dependence on single-occupancy vehicular trips and improve efficiency during travel;
 4. Provide safe traveling conditions for motorists, pedestrians, and bicyclists;
 5. Ensure safe, well-planned multi-modal access can be made to all commercial and residential properties within the Village while minimizing potential vehicular and pedestrian conflicts; and
 6. Minimize additional impervious surfaces and loss of green space.

§ 210-25.2 OFF-STREET PARKING & LOADING

Off-street parking and loading shall be provided in all zoning districts in accordance with the following:

- A. **General Requirements.**
1. Parking and loading spaces shall be prohibited in the front yard and shall never be located at the corner of any street or in front of any building.
 2. All spaces shall be hard surfaced and maintained in smooth and well-graded condition. Such surface shall be permanent and capable of being kept free of snow, dust, and dirt and must be permanently marked.
 3. All parking and loading areas shall include a designated snow storage area.
 4. Newly created or resurfaced parking and loading spaces shall be required to utilize permeable paving material. The Planning Board may waive this

requirement should the applicant satisfactorily prove a significant financial hardship.

5. All spaces and their driveways shall be graded so as to provide for the proper mitigation of storm water and runoff.
6. New or reconstructed parking areas must conform to the standards of the Americans with Disabilities Act.
7. All lighting used to illuminate off-street parking or loading areas shall be dark sky compliant. Lighting shall be so arranged and shielded that it will not project light rays directly upon any adjoining property.

B. Minimum Parking Space Requirements.

1. Off-street parking spaces shall be provided as noted in the following table.

LAND USE	MINIMUM SPACE REQUIREMENT
RESIDENTIAL	
Single- or Two-Family Dwelling	2 per unit
Multi-Family Dwelling	1.2 per unit
Lower/Upper Floor Dwelling	1 per unit
Bed & Breakfast	1 per room
Hospice, Nursing Home, or Assisted Living	1 per room
COMMERCIAL	
Dance, Art, Music, or Photo Studio, Day Care	0.5 per person at maximum occupancy
Boutique Hotel or Inn	1 per room
Self-Storage Facility	0.5 per unit
Other Commercial Use	3 per 1,000 sf of gross floor area
OTHER	
Place of Worship or Public Assembly, Community or Service Club	0.5 per person at maximum occupancy
High School, Technical or Vocational School	0.5 per person at maximum occupancy
Other Use Not Listed	Determined by Planning Board

2. The maximum number of parking spaces allowable for any use is not to exceed 125% of the minimum requirement.
3. Off-street parking spaces shall be sized as noted in the following table.

PARKING ANGLE	MINIMUM SIZE (WIDTH / LENGTH)
90 or 60 Degree	9 / 18 ft
45 Degree	8 / 18 ft
Parallel	8 / 20 ft

C. Shared Parking Provisions.

1. Shared parking areas that extend across property lines are encouraged as they can be more efficiently organized, resulting in more parking capacity with less land devoted to parking.
2. Shared parking areas for two or more uses that are located on the same lot or adjacent lots is permitted, provided the parking area is no more than 1,000 square feet from each use it is intended to serve.
3. The minimum required spaces of a shared parking area shall include the sum of all minimum parking requirement per use, unless it is demonstrated to the satisfaction of the Planning Board that the uses have alternate peak parking demands or operating hours.
4. A Shared Parking Agreement shall be required and must be reflected in a deed, lease, easement or other appropriate legal document.
5. A Maintenance Agreement shall be required documenting the responsibility of each user in the maintenance of said parking facilities.
6. Shared access agreements shall be created by the initial developer and/or owner of a parking area and shall be established in a continuum to adjoining properties as a contingency of site plan approval.

- D. On-Street Parking and Public Space Credits.** On-street and municipally owned parking spaces may be used as a credit for up to 20% of the requirements for off-street parking provided such spaces are no more than 1,000 feet from the use and approval of such credits is obtained from the Planning Board.

E. Existing Parking Deficit Exemptions.

1. No lawfully existing use within any nonresidential zoning district shall be required to provide off-street parking in excess of what is currently provided except when the amount of space devoted to such use is expanded.
2. In such case, supplementary off- street parking shall be provided based on the additional space devoted to the use.

F. Bicycle & Pedestrian Accommodations.

1. Bicycle parking shall be provided at a rate of at least 10% of vehicle parking requirements. However, in no case shall a use provide less than two spaces or be required to provide more than 10 spaces. .
2. Parking areas of five or more spaces shall include a clearly identified pedestrian route from the parking spaces to the main building entrance and public sidewalk, where applicable.

- G. **Loading Space Requirements.** Loading spaces shall be provided as noted in the following table.

GROSS FLOOR AREA OF USE	MINIMUM SPACE REQUIREMENT
Under 5,000 sf	0
Over 5,000 sf	1 at 12 / 24 / 14 ft (width / length / height)

§ 210-25.3 ACCESS MANAGEMENT

- A. Well-planned access roads and driveways provide safe travelling conditions for both vehicles and pedestrians to surrounding businesses and residential neighborhoods.
- B. The following access management provisions shall apply to all nonresidential properties where vehicular points of ingress or egress are separated by a distance of less than 100 feet.
 1. Shared access roads and driveways may be required where vehicular ingress and egress can be more efficiently organized and result in fewer potential pedestrian and vehicle traffic conflicts.
 2. Direct vehicular access driveways and curb cuts to public streets shall be minimized to the greatest extent practicable. Curb cuts and driveways to nonresidential uses shall be spaced a minimum of 50 feet apart. Minimum spacing is to be measured from the closest edge of the driveway to the closest edge of the nearest driveway on the same side of the street.
 3. No access road or driveway shall be located closer than 40 feet to the intersection of public streets.

§ 210-25.4 DRIVEWAY PERMITS

- A. The addition or modification of curb cuts, paving of new driveways, or driveway expansions in all districts shall require the issuance of a driveway permit by the CEO, unless otherwise approved as part of site plan review.
- B. The CEO may confer with the Village's Superintendent of Public Works to assist with the review of driveway applications.
- C. Driveway permit applications shall be submitted to the CEO on forms provided by the Village and shall be accompanied by the following:
 1. A to-scale drawing of the parcel indicating the location and dimensions of the proposed driveway;
 2. A current survey map completed by a professional land surveyor depicting the proposed location and dimensions of the driveway;
 3. A stormwater management and drainage plan, unless the driveway or driveway expansion is to consist of permeable paving materials; and

4. Any other materials deemed necessary by the CEO to conduct an adequate review of the site and proposed driveway or driveway expansion.
- D. Applications must meet the following minimum requirements to be considered for approval:
 1. The driveway shall be at least one foot away from side and rear property lines.
 2. The driveway shall not cause the parcel's total lot coverage to exceed the maximum amount permitted.
 3. The driveway shall be no less than 10, but no more than 20 feet in width.
 4. The paving of said driveway shall not obscure or in any way alter existing public sidewalks.
 5. Notice to the NYS and/or Monroe County Department of Transportation has been made and all necessary approvals obtained.

ARTICLE 26

LANDSCAPING & SCREENING

§ 210-26.1 PURPOSE & INTENT

- A. The Village of Pittsford recognizes the value of trees and landscaping and that the preservation and enhancement of these resources is necessary to protect the health, safety and welfare of Village residents.
- B. Landscaping is considered an integral part of site design, offering shade and habitat, impeding soil erosion, providing water absorption and retention to inhibit excess runoff and flooding, enhancing air quality, offering a natural barrier to noise and enhancing property values and providing scenic beauty.
- C. It is the purpose of the standards and requirements of this Article to achieve the following objectives:
 - 1. Establish minimum standards and criteria for landscaping for multi-family and nonresidential development in the Village, including parking areas.
 - 2. Dissuade the unnecessary clearing and disturbing of land to preserve the natural and existing growth of flora.
 - 3. Ensure the replacement of removed flora, or to establish new flora, that is indigenous to the region.
 - 4. Reduce the effects of wind and air turbulence, noise, and the glare of automobile lights.
 - 5. Provide unpaved areas for the absorption of stormwater runoff, prevention of soil erosion, and improvement of parking area aesthetics.
 - 6. Conserve and stabilize property values, preserve a healthful environment, and facilitate the creation of a convenient, attractive and harmonious community environment.

§ 210-26.2 LANDSCAPE PLAN REQUIREMENTS

- A. A landscape plan shall be submitted and approved as a part of the site plan review process.
- B. The landscape plan shall be drawn to scale, including dimensions and distances, and shall clearly delineate:
 - 1. Existing and proposed structures and uses,
 - 2. Parking areas and access aisles,

3. Refuse disposal areas/dumpsters,
 4. Outdoor storage areas,
 5. Drainage patterns, and
 6. Provisions for visual and noise screening.
- C. The landscape plan shall delineate the location and description of all existing and proposed trees, shrubs and plantings. To insure proper protection of plantings and planted areas, landscape materials to be used on the site shall be identified in a planting schedule to be included on the landscape plan with the following information:
1. Type;
 2. Common and botanical names;
 3. Size;
 4. Quantity; and
 5. Pit or bed treatment.
- D. The landscape plan shall include all existing plant materials that are to be removed from the site and such other information as may be required by the Planning Board.
- E. Landscape plans should include a variety of trees, shrubs, and ornamental planting (annuals and perennials) as part of the site design. The mixing of trees and shrubs helps to avoid a uniform, unnatural appearance, and to protect against extreme loss due to disease or infestation.
- F. The landscape plan must be prepared, signed and stamped by a professional, NYS licensed or registered landscape architect, certified nurseryman, or landscape designer.

§ 210-26.3 APPROPRIATE PLANT MATERIAL

- A. Plant and landscape materials shall be compatible with soil conditions on site and the regional climate. Native plant species are encouraged.
- B. Landscape plantings should be designed to stage blooms and have color throughout the growing season. Ornamental plant material, such as flowering trees and shrubs, perennials, and ground covers are encouraged.
- C. Plastic or other artificial plantings or vegetation are prohibited.
- D. The planting of Bradford or Cleveland Pear Trees is prohibited.
- E. All grasses, trees, and plant material shall be in accordance with those appropriate for the Plant Hardiness Zone of the Village of Pittsford as defined by the United States Department of Agriculture.

- F. Under no circumstance shall any site include plant material that is considered by the NYS Department of Environmental Conservation to be a prohibited and regulated invasive species per NYS Law 6 CRR-NY V C 575.

§ 210-26.4 GENERAL STANDARDS & CRITERIA

- A. If the minimum requirements herein are insufficient to provide adequate buffering, the Planning Board may require additional height, thickness, or other appropriate measures to achieve the highest quality of screening as practicable.
- B. Any and all vegetative buffering shall provide year-round visual screening, either as a result of the nature of the plantings themselves or with the combination of other materials, such as solid wood stockade fencing.
- C. All fencing shall be in conformance with Section XX of this Chapter.
- D. Ground cover should be provided at a rate of at least 30% of the total lot area. All areas shall be landscaped with an appropriate balance of trees, conifers, shrubs, ornamental plantings and grasses to create a naturalized appearance on the site.
- E. The arrangement and spatial location of landscaped areas shall be designed as an integral part of the site development and disbursed throughout the site, and not just located around the perimeter.
- F. Provisions for snow removal and snow storage must not adversely impact landscaped areas. Any area damaged as the result of snow removal or storage activities must be fully restored in accordance with the approved landscaping plan within the next planting season.
- G. Upon approval of the Planning Board, ornamental lighting and street furnishing may be incorporated within landscaped areas.

§ 210-26.5 GRASS & LAWN AREAS

- A. Grass areas shall provide continuous, uniform, and consistent coverage of the lot.
- B. Grass areas may be sodded, plugged, sprigged, hydro-mulched, or seeded except that solid sod shall be used in swales or other areas subject to erosion.
- C. In areas where other than solid sod or grass seed is used, over-seeding shall be sown for immediate effect and protection until coverage is otherwise achieved.
- D. Replacement or over-seeding mixes shall match or compliment the original lawn installation.

§ 210-26.6 BUILDING FOUNDATION LANDSCAPING

- A. A mix of landscape plantings shall be installed around all building foundations.

- B. Plant material shall be placed intermittently against long expanses of buildings walls, fences, and other barriers to soften the effect and to help break-up walls.

§ 210-26.7 OFF-STREET PARKING AREAS

A. Screening and Buffering.

1. Off-street parking and loading spaces shall be screened from public view from the Erie Canal, conservation easement lands, and streets. Such screening shall consist of fencing, landscaping, or some combination thereof which is densely planted with a mixture of trees and shrubs to create an effective visual barrier. Such screening shall maintain a height of at least four feet.
2. Where properties abut lands protected by conservation easement, historically appropriate landscaping (e.g. rows of sugar maples) shall be provided to protect viewsheds and the historic integrity of the rural landscape.
3. Parking areas must also be screened along side and rear lot lines bordering residential uses or districts. Such screening shall consist of fencing, landscaping, or some combination thereof which is densely planted with a mixture of trees and shrubs to create an effective visual barrier. Such screening shall maintain a height of at least six feet.

B. Islands and Medians.

1. Parking lots containing 8 or more spaces shall be planted with at least one tree per eight spaces, no smaller than two inch caliper (trunk diameter at four foot height).
2. Each tree should be located within a landscaped island or median. Large and medium shade trees (no less than eight feet in height at maturity) are recommended. Due to heat and drought stress and vision clearances, ornamental and evergreen trees are not recommended.
3. The dimensions of all islands and medians shall be a minimum of eight feet wide at the shortest side to protect plant materials installed therein and ensure proper growth (see Figure 1). Landscaped islands shall be protected with concrete curbing, a minimum of six inches in height.

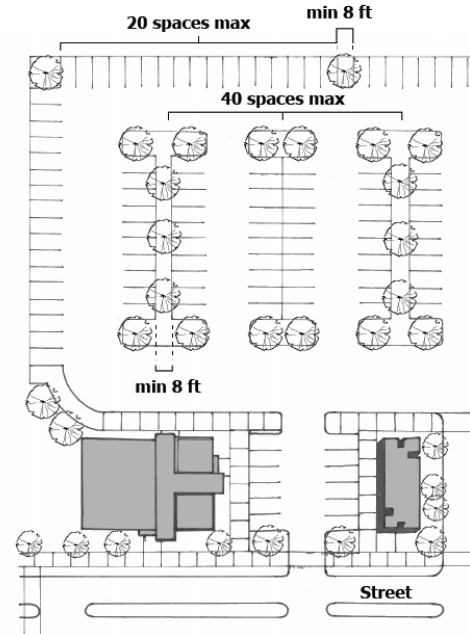


FIGURE 1: Parking Lot Configuration

4. Each median or island shall include at least one tree (see Figure 1). Low shrubs and ground covers will be required in the remainder of the landscaped area. Effective use of earth berms and existing topography is also encouraged as a component of the landscaping plan.
5. Landscaped islands shall be utilized in parking areas to separate parking stalls into groupings of not more than 20 spaces between islands (see Figure 1).

§ 210-26.8 REAR & SIDE YARD BUFFERING

Where the rear yard of a multi-family dwelling or nonresidential use abuts or adjoins that of a residential district or use, the following shall be required:

- A. A solid wall, stockade fence, or planting screen at least five feet in height.
- B. Where the abutting residential lots are less than 100 feet in depth, the method of screening shall be located not less than five feet from the lot line of the adjoining lots in the residential district.

§ 210-26.9 MECHANICAL EQUIPMENT SCREENING

- A. All mechanical equipment, including but not limited to, generators, HVAC systems, and transformers, must be screened from public view and adjacent properties.
- B. Mechanical equipment located at ground level shall be screened with a solid wall, fence, vegetation, low berm, or some combination thereof. The height of all enclosures and screening shall be no less than the height of the equipment.
- C. Mechanical equipment located on the rooftop shall be screened with solid parapet walls, decorative fencing, and/or gables. Integration with the design and architectural style of the principal structure is required.
- D. Mechanical equipment shall be located, screened, and enclosed so as to avoid creating noise, odor, vibration, or other nuisance issues.

§ 210-26.10 LANDSCAPING MAINTENANCE

- A. All landscaping and screening must be maintained in accordance with the most current and valid approved site plan for the property.
- B. The property owner, or his designated agent, shall be responsible for the proper care and maintenance and replacement, if necessary, of all fencing, landscaping, and screening materials in a good and healthy condition.
- C. Maintenance shall include, but not be limited to; watering, weeding, mowing (including trimming at the base of fencing), fertilizing, mulching, proper pruning, and removal and replacement of dead or diseased trees and shrubs on a regular basis.

- D. All landscaping and plant material that is missing, dead, decaying, or injured as of September 30th shall be replaced by June 30th of the following year at the property owner's expense. The replacement shall be of the same species and size unless otherwise approved by the CEO.
- E. Irrigation systems shall be designed to minimize spray on buildings, neighboring properties, roads or sidewalks; maintained in proper operating condition and conserve water to the greatest extent feasible through proper watering techniques.

ARTICLE 27

SUPPLEMENTAL DISTRICT REGULATIONS

§ 210-27.1 VISIBILITY AT INTERSECTIONS

- A. On corner lots no obstruction of vision, other than a primary building in conformance with the standards and regulations of this Chapter, shall be placed within the triangular area formed by the intersecting street lines and a straight-line adjoining said street lines at points which are 20 feet distant from the point of intersection, measured along said street lines.
- B. In such area no shrubbery, fences, walls, signs, other material which creates a solid visual barrier, shall be erected higher than three feet from the street grade.

§ 210-27.2 HEIGHT EXCEPTIONS

- A. The height limitations of this Chapter shall not apply to church spires, cupolas, standpipes, bulkheads, elevator enclosures, chimneys, ventilators or similar features and such appurtenances necessary and traditionally carried above the roof level.
- B. No structure that exceeds the height limitations of this Chapter shall be used for human occupancy.
- C. No structure or tower shall exceed the height limitations of this Chapter by more than 40%

§ 210-27.3 FENCES

All fences within the Village of Pittsford shall be in conformance with Chapter 98 of the Village of Pittsford Code.

ARTICLE 28

PLANNED DEVELOPMENT DISTRICTS

§ 210-28.1 PURPOSE

- A. **Enactment.** In addition to any other powers and authority to plan and regulate by zoning, the Village of Pittsford hereby enacts requirements for the review of planned development plans and the establishment and simultaneous mapping of Planned Development (PD) Districts pursuant to the provisions of this Chapter and Section 7-703-a of NYS Village Law.
- B. **Purpose.** The purpose of a PD District is to encourage innovations in residential, commercial, and mixed use development in ways that support the Village's vision and goals for historic preservation, environmental and open space conservation, and quality of life enhancement as stated in this Chapter and the Pittsford Village Comprehensive Plan.
- C. **Intent.** Conventional use, space, bulk, and use regulations contained in the underlying zoning may not be adequate to protect the unique qualities characterizing the Village's historic, environmental, and aesthetic character. It is the intent of this Article to provide performance criteria in the context of flexible use and design regulations so that the historic resources, environmentally sensitive areas, aesthetic features, important viewsheds, agriculture-related use, and otherwise significant qualities of various Village lands are preserved. The application of planned developments is also intended to achieve more creative land use and a higher quality of site planning and design than can be accomplished through conventional zoning regulations.
- D. **Objectives.** This Article recognizes that while standard zoning and subdivision functions are appropriate for the regulation of land use in substantially developed areas, these controls represent a type of pre-regulation, regulatory rigidity, and uniformity which does not permit the land development potential of a planned development. A Planned Development District should provide flexibility in the Village's regulation of development in order to achieve the following objectives:
 - 1. Development in harmony with the general purpose, goals and objectives of the Pittsford Village Comprehensive Plan and this Chapter.
 - 2. Development with no substantial or undue adverse effect upon adjacent property, utility facilities, traffic conditions, and other matters affecting the public health, safety and general welfare of residents.
 - 3. Development constructed, arranged, and operated so as to not interfere with the development and use of neighboring property in accordance with the applicable district regulations.
 - 4. Development served adequately by essential public facilities and services, such as but not limited to, sanitary sewers, public water supply, stormwater drainage facilities, and other services essential to resident quality of life.

5. Development providing an effective and unified treatment of the project site making appropriate provisions for the preservation of local history, architectural integrity, Erie Canal access, viewsheds, natural topography, and open space.

§ 210-28.2 APPLICABILITY

- A. **Applicability.** A PD District may be applicable to any area in the Village of Pittsford provided the property under consideration includes at least 30,000 square feet of contiguous open and/or undeveloped land.
- B. **Eligibility.** To be eligible for the establishment of a PD District under this Article, applicants must demonstrate the proposed project meets or exceeds two or more of the following criteria:
 1. The project proposes a density and/or intensity of use that is not otherwise permitted by the underlying zoning, but may be demonstrated to better meet the purpose and objectives contained herein;
 2. The project proposes a use that is compatible with the surrounding context but is otherwise not permitted by the underlying zoning. In determining compatibility, the reviewing board will consider traffic generation, noise, truck traffic, scale, density, intensity of use, impact to historic resources, viewsheds, and aesthetics.
 3. The project preserves natural resources, historic resources, and/or important views to a greater degree than would be possible that the underlying zoning herein.
 4. Relief of underlying zoning regulations is necessary to maintain an existing agriculture related use.
- C. **Relief from Conventional Zoning.**
 1. For projects deemed eligible, the reviewing board may waive Village zoning regulations that would ordinarily apply to a property where the applicant demonstrates relief from said regulations is necessary to meet the purposes described herein.
 2. It is not the intent of this Article to arbitrarily dispense with underlying zoning regulations, but rather to grant the minimum relief necessary to achieve the objectives of this Article.
- D. **Approval Required.** No building permit may be issued for any planned development until approval of a PD District application is obtained in accordance with Article 36 (Planned Development District Review) of this Chapter.

§ 210-28.3 LOT & USE CONSIDERATIONS

- A. **Permitted Uses.**
 1. Residential uses may be of any variety of types. In developing a balanced community, the use of a variety of housing types and densities shall be

deemed in keeping with the objectives of this Article. The maximum density permitted shall be determined through the PD District review process.

2. Commercial service, office, and retail uses may be permitted where such uses are intended to primarily serve planned development area and where such structures are scaled appropriately for the context of the neighborhood.
 3. Public and semi-public uses may be permitted such as passive and active recreational areas, community centers, or civic gathering space.
 4. Accessory uses such as private garages may also be permitted.
- B. **Min Lot Size.** No lot in a PD District shall be less than 5,000 square feet in area or 40 feet in width.
- C. **Use of Conservation Easement Lands.** Properties included in the Town of Pittsford's Purchase of Development Rights Program shall be restricted to the uses described in the general provisions section of the August 11, 1998, conservation easement for said properties.
- D. **Viewshed Preservation.** The reviewing board may require the modification of PD District applications for the preservation of significant viewsheds as identified in adopted local plans and studies, such as the Pittsford Village Comprehensive Plan and Town and Village of Pittsford Local Waterfront Revitalization Program (LWRP), as well as the Village's historic building and site inventory.
- E. **Public Open Space and Parkland.**
1. The reviewing board may require that the applicant reserve natural areas, open spaces, environmentally sensitive or significant areas, or lands suitable for the development of a park, playground, or other recreational purpose as part of a proposed PD District.
 2. Designation and use of such open space and parkland shall be based upon the review board's consideration of the following factors:
 - a) Consistency with the Village's adopted plans and studies with respect to environmental conservation and improving public use of and access to local green spaces, passive or active recreational areas, trails, and the Erie Canal waterfront;
 - b) Significance of conditions necessitating the protection and preservation of natural resources, local habitats and native species, woodlots, and/or wetlands;
 - c) Benefits to the health, safety, and general welfare of the public, relative to the cost burden placed upon the property owner and/or developer in preserving, maintaining, and/or programming such areas.
 3. Lands to be preserved as open space may be dedicated in fee to the Village or other such public agency or may remain in private ownership. For public open space that remains in private ownership, the Village may require the granting of an easement or the recording of a restrictive covenant guaranteeing the public's right of access and use.

4. The Village may require the property owner and/or developer to maintain all public open spaces and related facilities (and may require that bonding or other security be posted with the Village to guarantee maintenance) or may require payment of an in-lieu fee if the Village maintains the public open space and related facilities.
5. If the applicant or their designee is to maintain public open spaces, prior to the issuance of any permits for construction, a bond or other approved security shall be posted guaranteeing such maintenance.
6. Preservation and maintenance of all public open spaces and recreational facilities shall be guaranteed by a restrictive covenant describing the open space and its maintenance and improvements and running with the land as described in the approved PD District and site plan.

§ 210-28.4 INSTALLATION & INSPECTION

- A. The installation or improvements of any development shall be subject to observation and inspection at all stages by representatives of the Village of Pittsford and for such purposes free access shall be accorded and requested. Information shall be promptly submitted. All costs of observation, including testing of materials, shall be paid for solely by the developer. A sufficient sum shall be provided by the developer in either a letter of credit or cash prior to project beginning.
- B. The Village Board shall require the applicant to furnish a letter of credit or cash for the faithful performance of the plan and specifications as finally approved.
- C. The letter of credit or cash furnished for the installation of the required improvements shall be in the amount fixed by the Village Board and approved as to form, sufficiently and manner of execution.
- D. The letter of credit shall be issued in favor of the Village of Pittsford and shall assure the complete installation of the required improvements within such period, not longer than three (3) years, as shall be fixed by the Board. The Board, with the consent of all parties to the letter of credit, may extend such period upon written application of the developer filed with the Village Clerk prior to the date of expiration or upon its own motion at any time prior to a declaration of default in the letter of credit by the Village Board.
- E. The letter of credit shall be issued to the Village for an initial minimum period of one year.



CHAPTER 210

VILLAGE OF PITTSFORD ZONING CODE

PART 3

APPLICATION & REVIEW PROCEDURES

ARTICLE 30: APPLICATION & REVIEW PROCEDURES

ARTICLE 31: PUBLIC HEARINGS

ARTICLE 32: BUILDING & ZONING CODE COMPLIANCE

ARTICLE 33: CERTIFICATES OF APPROPRIATENESS

ARTICLE 34: SITE PLAN REVIEW

ARTICLE 35: SPECIAL USE PERMITS

ARTICLE 36: PLANNED DEVELOPMENT DISTRICT REVIEW

ARTICLE 37: AMENDMENTS (RE-ZONINGS)

ARTICLE 38: VARIANCES, APPEALS & INTERPRETATIONS

ARTICLE 39: TEMPORARY USE PERMITS

ARTICLE 30

APPLICATION & REVIEW PROCEDURES

§ 210-30.1 APPLICABILITY

- A. **Application Form.** Applications required under this Chapter must be submitted in a form and in such numbers as outlined. The Village Clerk shall provide checklists of application submittal requirements and make those checklists available to the public. Application forms and checklists of required submittal information are available in the Village Office.
- B. **Review Boards.** For the purposes of this Chapter the terms “reviewing board” or “review board,” shall refer to the Village board charged with review and/or approval authority as enacted under this Chapter. For example, special use permit applications shall fall under the purview of the Village Board, while variance applications require Zoning Board of Appeals review.
- C. **Violations Prohibited.** No applications provided for by this Chapter or otherwise provided for by any local law of the Village of Pittsford shall be accepted or processed with regard to any building, structure, premises, property, or use that is in violation of this Chapter or any other section of the Village Code or local law of the Village of Pittsford.

§ 210-30.2 PRE-APPLICATION CONFERENCE

- A. It is recommended that applicants request a pre-application conference prior to entering the formal application review process to discuss the nature of the proposed application and to determine the best course of action for submittal.
- B. Pre-application conferences may be held upon request of an applicant with one or more of the following Village representatives:
 - 1. Code Enforcement Officer;
 - 2. Village Clerk;
 - 3. Planning Board Chair; and
 - 4. Historic Preservation Board Chair.
- C. The purpose of the pre-application conference is to provide an opportunity for a potential applicant to consult early and informally with the Village. A pre-application conference will help to build a better understanding of the proposal and property in question and establish an overall approach that respects important features to the Village while maximizing the potential of the property.
- D. In no way shall any comments or feedback provided by the Village during pre-application review be construed as an indication of decision or be legally binding in any way.

- E. Materials presented during the pre-application conference may be incomplete and/or conceptual in design; however, a formal, complete application is required to be considered for approval.

§ 210-30.3 GENERAL APPLICATION PROCEDURES

A. **Submittal.**

1. Applications where required by this law shall be submitted to the Village Clerk.
2. Only the property owner or their agent, with legally binding and written permission of the owner, may file an application. Where there are multiple land owners, a written consent agreement among all land owners must be included within the application.
3. At least six hard copies and one electronic copy of the required materials shall be provided.
4. Applications must be submitted to the Village Clerk at least two weeks prior to the meeting at which the applicant wishes to be considered.

B. **Acceptance and Processing.**

1. The Village Clerk shall indicate that an application is considered accepted and ready for processing only if it is submitted in the required number and form, includes all required materials, and is accompanied by the required application fee.
2. The acceptance of an application by the Village Clerk shall in no way be interpreted as a determination of the completeness, adequacy, or accuracy of application materials, but rather serve as an acknowledgement to the receipt of required application materials. The Village Clerk may consult with other Village departments, officials, boards, committees, or consultants in making such a determination.
3. If an application is determined to be inadequate, the Village Clerk must provide paper or electronic written notice to the applicant along with an explanation of all known deficiencies that will prevent competent review. No further processing will occur until the deficiencies are corrected. If the deficiencies are not corrected within 62 days, the application will be considered withdrawn.
4. No further processing of inadequate applications will occur; applications will be pulled from the processing cycle. When the deficiencies are corrected, the application will be placed in the next available processing cycle.

- C. **Application Fee.** All applications shall be accompanied by the fee established by the Village Board. Failure to submit said fee shall deem an application unacceptable, regardless of the status of submittal on all other required materials. This shall also include application consultant fees as established by Section 210-19.5.

- D. **Applicant Responsibilities.** The applicant and/or their agent is expected to attend all meetings at which the application is to be discussed. In all cases, the burden is on the applicant to show that their application complies with the Pittsford Village Code and any other applicable local laws and NYS laws, rules, and regulations.

E. **Agricultural Data Statement.**

1. Any application for a property that is within an agricultural district containing a farm operation or property within 500 feet of a farm operation located in an agricultural district shall include an agricultural data statement.
2. Upon receipt of an application containing an agricultural data statement, the Village Clerk shall mail a copy of the agricultural data statement to the owners of the land identified by the applicant in the agricultural data statement.
3. The applicant shall be required to reimburse the Village for such mailing upon written request.
4. For the purposes of this section an agricultural district shall be defined as an agricultural district recognized by the NYS Agriculture and Markets agricultural district program.

§ 210-30.4 REVIEW BOARD ACTION

A. **Issuance of Decision.**

1. Within 62 days following the close of the public hearing, the reviewing board shall issue a decision by majority vote to approve, approve with conditions or modifications, or deny the proposed application.
2. Prior to issuing a decision on an accepted application, the reviewing board shall by resolution determine the application to be complete, noting any waived requirements therein.

B. **Written Findings.** Decisions shall contain written findings explaining the rationale for the decisions considering the standards contained in this Chapter. Such decision may be amended from time to time to add additional findings of fact. A copy of the decision shall be immediately filed in the Village Clerk's Office and mailed to the applicant.

C. **Waiving Application Requirements.** The reviewing board is authorized to waive, in whole or in part, any of the application requirements if one or more of the following is determined by the review board chairperson that:

1. Any such requirement or part thereof is found not to be requisite in the interest of the public health, safety, or general welfare;
2. Any such requirement is inappropriate or unrelated to the application; or
3. Any such requirement will not mitigate adverse impacts generated by the proposed project or will not aid in the buffering of dissimilar uses.

D. **Additional Application Requirements.** The reviewing board may require additional information not listed herein be submitted as part of an application if such additional material is deemed necessary for a complete and adequate review. Upon request these materials shall be presented in graphic form accompanied by a written text and/or prepared by a licensed professional.

§ 210-30.5 REFERRALS

- A. **Internal Referral.** The reviewing board may refer any application to another Village board, committee, department, or official for review and comment. Within 30 days of referral the receiving board or official shall submit its recommendation in writing with a summary of findings to the reviewing board.
- B. **Professional Referral.** The reviewing board may seek the opinion of any legal, engineer, design, or other professional to aid in the review of an application in accordance with Section 210-19.5 of this Chapter.
- C. **County Referral.** The Village shall refer all required materials to the Monroe County Planning Department pursuant to NYS GML 239-m, as amended and in accordance with planning referral agreements between the Village and Monroe County.

§ 210-30.6 EXPIRATION, REVOCATION & ENFORCEMENT

- A. **Expiration.** The approval of an application shall expire if one of any of the following occur:
 - 1. The approved use or uses cease operation for more than one year for any reason;
 - 2. The applicant fails to obtain necessary building permits or certificates of occupancy within one year of the approval date;
 - 3. The applicant fails to comply with the conditions of the application's approval within one year of the date of issuance or completion of construction, where applicable;
 - 4. The applicant fails to initiate construction within one year of the approval date;
 - 5. The applicant fails to complete construction within three years of the approval date; or
 - 6. The applicant fails to renew a time limited permit prior to the stated time period ending.
- B. **Extensions.** The reviewing board may grant an extension for any condition in Subsection A upon written request by the applicant. The applicant shall include in such request the desired time period for the extension, not to exceed one year, and the reasoning for requesting the extension.
- C. **Revocation.** The reviewing board may revoke approval if the applicant violates the conditions of the approval or engages in any construction or alteration not authorized by the approval.
- D. **Enforcement.** Any violation of the conditions of approval shall be deemed a violation of this law and shall be subject to enforcement action as provided herein.

§ 210-30.7 LOCAL WATERFRONT CONSISTENCY REVIEW

All applications considered in the LWO District shall also be subject to Local Waterfront Consistency review as required by Chapter 121 of the Village of Pittsford Code.

§ 210-30.8 STATE ENVIRONMENTAL QUALITY REVIEW ACT (SEQRA)

- A. **SEQRA Compliance.** The review and approval of all applications shall comply with the provisions of SEQRA under Article 8 of the Environmental Conservation Law and its implementing regulations. Where requirements of this Chapter may come in conflict with SEQRA law, the state regulations shall supersede.
- B. **Type I Actions.** The purpose of the list of Type I actions in this section is to identify, for agencies, project sponsors and the public, those actions and projects that are more likely to require the preparation of an EIS than Unlisted actions. As provided for in Part 617 of SEQRA, the Village of Pittsford hereby establishes the following listing of actions. All agencies are subject to this Type I list.
1. Demolition of a structure over 400 square feet or any building deemed to be a contributing building in the National Register Historic District designation of 2015.
 2. A change in use from a use permitted as-of-right or a pre-existing nonconforming use to a specially permitted use that requires construction of new parking spaces, expansion of an existing parking lot, or allocation of existing parking on other properties to accommodate the new use.
 3. Construction, expansion, or alteration of a nonresidential structure involving more than 4,000 square feet of gross floor area.
 4. Construction, expansion, or reconfiguration of a parking lot involving more than 25 spaces.
 5. Alteration of more than 0.25 acres of land, unless associated with a single-family, two-family, or three-family dwelling.
 6. Removal, replacement, alteration, or pruning of more than 0.25 acres of trees.
 7. Alteration of more than 0.25 acres of landscaping or natural growth unless associated with a single-family, two-family, or three-family dwelling.
 8. Any unlisted action occurring within the corporate limits of the Village of Pittsford.

ARTICLE 31

PUBLIC HEARINGS

§ 210-31.1 CONDUCTING PUBLIC HEARINGS

- A. The reviewing board shall schedule, notice, and conduct a public hearing for applications as required by this Chapter and NYS Village Law.
- B. The reviewing board may review multiple applications (e.g. subdivision and site plan review) for a single property or use concurrently and may conduct concurrent or joint public hearings, if desired.
- C. Within 62 days from the receipt of a complete application, the reviewing board must convene a public hearing on the application in question.

§ 210-31.2 PUBLIC NOTICE REQUIRED

- A. All public notices shall be made at least 10 days prior to the date of the scheduled public hearing.
- B. Public notice shall include mailed notices, media notices, and posted notices in accordance with NYS Village Law.

§ 210-31.3 MAILED NOTICES

Where required by this Chapter, the Village Clerk shall provide public notice to the following by mail:

- A. Owners of all real property as shown on the current tax map, located within 300 feet of the property that is the subject of the hearing.
- B. The Clerks of adjoining municipalities whose boundaries are located within 500 feet of the property that is the subject of the hearing.
- C. The Monroe County Clerk where the hearing concerns property adjacent to an existing county road or proposed road shown on the official county map, adjoining other county land, or situated within 500 feet of a municipal boundary.
- D. The State Commissions of Transportation where the hearing concerns an application for development of property within 500 feet of a state highway.

§ 210-31.4 MEDIA NOTICES

The Village Clerk shall cause for public notice to be posted to the following media sources:

- A. The official newspaper of the Village; and
- B. The official website and social media pages of the Village.

§ 210-31.5 POSTED NOTICES

- A. The Village Clerk shall post a public notice in a location plainly visible within the Village Office.
- B. The applicant shall obtain a sign of public notice from the Village and ensure its placement on the property in question in a manner that is plainly visible to passers-by. Upon close of the public hearing, the applicant shall return the sign to the Village Office.

§ 210-31.6 PUBLIC NOTICE EXPENSES

An applicant shall be required to reimburse the Village for the publication, mailing and posting of a public notice upon written request. If said fee is not received within 62 days of the request, the application shall be considered withdrawn and any decision rendered shall be null and void.

§ 210-31.7 PUBLIC NOTICE CONTENT

The content of all public notices, except notices posted on the property by a Village commissioned sign, shall:

- A. Indicate the date, time, and place of the public hearing or date of action that is the subject of the notice;
- B. Describe any property involved in the application by street address or general description;
- C. Describe the general nature, scope, and purpose of the application or proposal; and
- D. Indicate where additional information on the matter can be obtained.

ARTICLE 32

BUILDING & ZONING CODE COMPLIANCE

§ 210-32.1 BUILDING PERMITS

A. **Building Permit Required.**

1. No person, firm or corporation shall commence the erection, enlargement, alteration, improvement, conversion or change in the nature of the occupancy of any building or structure, or cause the same to be done, or perform any other work for which a building permit is required by the NYS Uniform Code without first obtaining a separate building permit from the Building Inspector for each such building or structure.
2. No building permit shall be required for the performance of ordinary repairs which are not structural in nature or any other activity for which a building permit is not required by the NYS Uniform Code.

B. **Expiration of Permit.**

1. All work for which such a building permit has been issued shall be fully completed within one year from the date of the issuance of the permit therefor and each permit shall expire one year from the date of its issuance.
2. The Building Inspector, in consultation with the Village Board, may extend the period within which the work may be completed and the duration of the permits therefore upon written request of the permit holder. The permit holder shall identify the requested time period of such extension, not to exceed one year, and the reasoning for the extension.

C. **Revocation.** The Building Inspector may revoke a building permit theretofore issued and approved in the following instances:

1. Where the Building Inspector finds that there has been any false statement or misrepresentation as to a material fact in the application, plans or specifications on which the building permit was based.
2. Where the Building Inspector finds that the work performed under the permit is not being prosecuted in accordance with the provisions of the application, plans or specifications.
3. Where the permittee fails or refuses to comply with the stop order issued by the Building Inspector or other Village authority.

D. **Licensed Professional Review.**

1. In connection with the work for which a building permit is required for any structure, other than a residential structure as is permitted in a residential district, no building permit shall be issued unless there are the seal and signature of a duly licensed architect or professional engineer on the plans and specifications on file in the Village Office.

2. During construction, it shall be the responsibility of said architect or professional engineer or his designated representative to make periodic visits to the construction site to familiarize himself with the progress and quality of the construction and to determine, in general, if the construction is proceeding in accordance with the drawings, specifications and plans which have been submitted to the Village and constitute a basis for the issuance of the building permit.
3. Said architect or professional engineer shall file reports with the Village Clerk at regular intervals indicating the times of such visits and the status of the construction and shall, in particular, contain notice to the Clerk of any defects or discrepancies affecting structural, fire, health or safety which said architect or professional engineer may observe. It is understood that any such defects or discrepancies shall be corrected by the permittee, and the architect or professional engineer shall advise the Village Clerk when such discrepancies have been corrected.

§ 210-32.2 CERTIFICATES OF OCCUPANCY

- A. No building or land shall be used or changed in use wholly or in part nor shall any land be used or occupied until a certificate of occupancy has been issued by the Building Inspector.
- B. For all instances in which a certificate of occupancy is required and construction has occurred, other than in residential districts, no certificate of occupancy shall be issued unless there shall be filed with the Village Clerk an affidavit of a registered architect and/or licensed professional engineer who filed the original plans and/or specifications or of the registered architect or licensed professional engineer who supervised the construction of the work or the superintendent of construction who supervised the work and who, by reason of experience, is qualified to superintend the work for which the certificate is sought.
- C. This affidavit shall state that the professional has examined the approved plans and specifications of the structure for which the certificate of occupancy is sought and that the structure has been erected in accordance with the approved plans and specifications and, as erected, complies with the provisions of the NYS Uniform Fire Prevention and Building Code and all other laws governing building construction in the Village of Pittsford.

§ 210-32.3 CERTIFICATE OF ZONING COMPLIANCE

- A. **Certificate of Zoning Compliance Required.** A Certificate of Zoning Compliance shall be required for the following:
 1. Any action requiring the issuance of a building permit;
 2. Any change in the use or occupancy of any land or structure; and
 3. Any action subject to review and approval under this Chapter.
- B. **Issuance of Certificate.** The CEO shall be responsible for the issuance of a Certificate of Zoning Compliance. No certificate shall be issued until the CEO has verified that the action is in full compliance with this Chapter and any other applicable laws, codes, rules and regulations of the Village of Pittsford and New

York State. The CEO shall specify the nature of compliance on the certificate and make note of any approvals obtained as required by this Chapter.

- C. **Expiration of Certificate.** A Certificate of Zoning Compliance shall expire six months after the date of issuance unless a building permit is obtained and/or occupancy has commenced. In the case where a building permit is not required, work must commence within six months from the date of issuance.
- D. **Voided Certificate.** Any Certificate of Zoning Compliance issued in conflict with the provisions of this Chapter shall be null and void.
- E. **Revocation.** The CEO may revoke a Certificate of Zoning Compliance in the following instances:
 - 1. Where the CEO finds that there has been any false statement or misrepresentation as to a material fact in the application, plans or specifications on which the action was based.
 - 2. Where the CEO finds that the use or action authorized by the permit is in violation of this Chapter and any other applicable laws, codes, rules, and regulations of the Village of Pittsford and New York State.

§ 210-32.4 STOP WORK ORDERS

- A. Whenever the Building Inspector or CEO has reasonable grounds to believe that work on any building, structure, or premises, irrespective of the zoning area, is being prosecuted in violation of the provisions of the Village Code, building codes, ordinances, rules or regulations, or not in conformity with the provisions of an application, plans, or specifications on the basis of which a building permit was issued or in an unsafe and dangerous manner, notification shall be given to the owner of the property or the owner's agent to suspend all work. The Building Inspector, CEO, Village Clerk, and Mayor are authorized to provide such notification.
- B. Any person, corporation, or agency issued a stop work order shall forthwith stop such work and suspend all building activities until the stop order has been rescinded.
- C. The order and notice shall be in writing and shall state the conditions under which the work may be resumed.
- D. The order and notice may be served upon a person or corporation to which it is directed whether by delivering it personally or by posting the same upon a conspicuous portion of the building under construction and sending a copy of the same by registered mail to the permittee or their designee.

§ 210-32.5 RIGHT OF ENTRY

- A. In the course of performing the duties of the Building Inspector, or other authorized Village official that requires access to a building or the premises thereof, the official shall show the proper credentials and request permission to enter said building or premises.
- B. If allowed, the official shall conduct the required inspection.

- C. If denied access, the official shall follow the legal procedure for obtaining a warrant to enter the building and/or premises. If the situation warrants, the official shall request law enforcement assistance in gaining the required access.

ARTICLE 33

CERTIFICATES OF APPROPRIATENESS

§ 210-33.1 APPLICABILITY

- A. **Certificate Required.** A Certificate of Appropriateness is required as provided for in Chapter 211 of the Village of Pittsford Code.
- B. **Building and Demolition Permits.** No building permit or demolition permit shall be issued prior to Certificate of Appropriateness approval. Demolition or partial demolition may be permitted only after the replacement exterior architectural feature or building or structure has been approved.

§ 210-33.2 CONCURRENT REVIEW PROCEDURES

- A. Additional development review applications, such as a special use permit or site plan, may be processed concurrently to a Certificate of Appropriateness application, in accordance with the requirements of this Chapter. Duplicate application materials may be combined to satisfy submittal requirements.
- B. Any approval of an application issued prior to the decision of the HPB shall be contingent upon the subsequent approval of the Certificate of Appropriateness by the HPB. In the event that the HPB denies a Certificate of Appropriateness, the prior review board approval decision shall be null and void.

ARTICLE 34

SITE PLAN REVIEW

§ 210-34.1 PURPOSE & APPLICABILITY

- A. **Purpose.** The physical form of the Village of Pittsford contributes to its aesthetic character, charm, quality of life, function, economic vitality, and historic integrity. The intent of the site plan review process is to preserve and enhance the physical form of the Village, achieve compatibility with adjacent development, mitigate potentially negative impacts on traffic, parking, drainage and similar environmental concerns, improve the overall visual and aesthetic quality of the Village, and increase the capability of the Zoning Code to adapt to a variety of unique circumstances.
- B. **Applicability.** No building permit may be issued, or site improvement work commence, until minor or major site plan approval has been granted by the Planning Board. Site plan review applications shall be submitted, processed, and reviewed in accordance with Article 30 of this Chapter.
- C. **Exempt Actions.** The following actions are exempt from site plan review:
 - 1. Ordinary repair or maintenance or interior alterations to existing structures or uses.
 - 2. Construction of decks, porches, or patios ancillary to a residential use.
 - 3. Ordinary repair, maintenance, or replacement of landscaping, fencing, exterior lighting, decks, patios, porches, parking areas, or driveways.
 - 4. Installation, maintenance, or replacement of permitted signs.
- D. **Pre-Application Conference.** Applicants are encouraged to prior to submitting a site plan application.

§ 210-34.2 MINOR SITE PLAN REVIEW

- A. **Minor Actions.** Minor site plan review shall be required for:
 - 1. Minor subdivisions, subject to the requirements of Chapter 212.
 - 2. Siting, constructing, or demolishing single-family dwellings in residential districts.
 - 3. Constructing, altering, reconfiguring, or demolishing structures and additions not exceeding 400 square feet in gross floor area and one-story in height.
 - 4. Siting, planting, erecting, or reconfiguring landscaping, fencing, screening, or exterior lighting on lots in all districts, except for properties containing single- or two-family dwellings in residential districts.
 - 5. Constructing, altering, reconfiguring, or demolishing decks, patios, porches, or other outside seating areas accessory to a nonresidential use.

6. Siting, paving, altering, reconfiguring, or removing off-street parking areas of 25 spaces or less.
 7. Siting, erecting, reconfiguring, or removing mechanical equipment, such as generators or HVAC systems, in residential districts.
- B. **Planning Board Procedure.** Minor site plans shall be subject to review and approval by the Planning Board as provided herein.
1. Upon approval, the Planning Board Chair shall endorse its approval via signature on a copy of the site plan. For conditionally approved plans, the Planning Board Chair shall endorse its approval only after adequate demonstration to the Planning Board that all conditions have been met.
 2. A copy of the decision and site plan shall be filed with the Village Clerk and mailed to the applicant.
- C. **Public Hearing Optional.** No public hearing shall be required for a minor site plan. However, the Planning Board may elect to hold a public hearing as part of their review if deemed necessary.
- D. **Minor Application Materials.** A minor site plan application shall include the following materials, as applicable.
1. Application form, including the name, address, and signature of the applicant, property owner, and developer.
 2. Description or narrative of all proposed uses and structures.
 3. A certified land survey, or other document deemed acceptable by the CEO
 4. A site plan showing the following:
 - a) Property lines and dimensions of the lot(s) in question;
 - b) Complete footprints of all existing and proposed structures with dimensions.
 - c) Setback dimensions from property boundaries to all existing and proposed structure(s), driveways, and parking areas.
 - d) Exterior building elevations (existing and proposed) showing all sides exposed to view and showing the location and size of all windows, doors, trim, architectural details and indicating the type of all exterior materials to be used for the proposed structure.
 - e) Location, height, intensity and bulb type of all external lighting fixtures.
 - f) Placement and type of all landscaping, vegetation, or other natural features.
 5. Plans for disposal of construction and demolition waste, either on-site or at an approved disposal facility.
 6. Plans to prevent the pollution of surface or ground water, erosion of soil both during and after construction, excessive runoff, excessive raising or lowering of the water table, and flooding of other properties, as applicable.

7. All NYS SEQR documentation as required by law.
8. The application fee and any consultant fees as determined by Section 210-19.5.

§ 210-34.3 MAJOR SITE PLAN REVIEW

- A. **Major Actions.** Major site plan review shall be required for:
 1. Major subdivisions, subject to the requirements of Chapter 212.
 2. Siting, constructing, or demolishing single-family dwellings in nonresidential districts.
 3. Siting, constructing, or demolishing two-family or multi-family dwellings.
 4. Constructing, altering, reconfiguring, or demolishing structures occupied by a specially permitted use.
 5. Constructing, altering, reconfiguring, or demolishing structures and additions exceeding 400 square feet in gross floor area or one-story in height.
 6. Siting, paving, altering, reconfiguring, or removing off-street parking areas of more than 25 spaces.
 7. Minor site plan review actions resulting in the erection, alteration, reconfiguration, or removal public or private utility infrastructure.
- B. **Planning Board Procedure.** Major site plans shall be subject to review and approval by the Planning Board as provided herein.
 1. Upon approval, the Planning Board Chair shall endorse its approval via signature on a copy of the site plan. For conditionally approved plans, the Planning Board Chair shall endorse its approval only after adequate demonstration to the Planning Board that all conditions have been met.
 2. A copy of the decision and site plan shall be filed with the Village Clerk and mailed to the applicant.
- C. **Public Hearing Required.** A public hearing shall be held by the Planning Board prior to issuing a decision on any major site plan application.
- D. **Major Application Materials.** An application for major site plan review shall include the following materials, as applicable. A licensed professional engineer or registered land surveyor shall prepare all site plan materials unless otherwise approved by the Planning Board.
 1. Application form, including the name, address, and signature of the applicant, property owner, and developer, and seal(s) of the engineer, architect, or landscape architect who prepared the site plan materials.
 2. Description or narrative of all proposed uses and structures, including but not limited to hours of operation, peak number of employees, maximum seat capacity, and proposed number of off-street vehicle and bicycle parking spaces.

3. A site plan drawn at a scale of one-quarter inch equals 1 foot or such other scale as the Planning Board may deem appropriate, on standard 24 inch by 36 inch sheets, with continuation on 8 ½ inch by 11 inch sheets as necessary for written information.
4. A certified land survey showing the boundaries of the applicant's property under consideration in its current state plotted to scale with the north point, scale, and date clearly indicated, or other document deemed acceptable by the CEO.
5. Plans indicating the following with regard to the property in question, where applicable.
 - a) The location of all properties, their ownership, uses thereon, subdivisions, streets, easements, and adjacent buildings within 100 feet of the property in question.
 - b) The location and use of all existing and proposed structures on the property in question, including all dimensions of height and floor area, exterior entrances, and anticipated future additions and alterations.
 - c) The location of all existing and proposed topography features, including but not limited to, site grading, open spaces, woodlands, watercourses, steep slopes, wetlands, floodplains, and watersheds.
 - d) The location of existing and proposed landscaping, screening, walls, and fences, including information regarding the size and type of plants and building materials proposed.
 - e) The location of existing and proposed public and private streets, off-street parking areas, loading areas, driveways, sidewalks, ramps, curbs, and paths. Such plans shall include considerations for vehicular, pedestrian, and bicycle traffic circulation, parking, and access.
 - f) The location of existing and proposed utility systems including sewage or septic, water supply, telephone, cable, electric, and stormwater drainage. Stormwater drainage systems shall include existing and proposed drain lines, culverts, catch basins, headwalls, endwalls, hydrants, manholes, and drainage swales, subject to the requirements of Chapter 175 of the Village Code.
 - g) The location, height, intensity, and bulb type (sodium, incandescent, etc.) of all external lighting fixtures, subject to the requirements of Chapter 117 of the Village Code.
 - h) The location, height, size, material, and design of all existing and proposed signs.
6. A detailed traffic study, upon request of the Planning Board, to include:
 - a) The projected number of motor vehicle trips to enter or leave the site, estimated for daily and peak hour traffic levels;
 - b) The projected traffic flow pattern including vehicular movements at all major intersections likely to be affected by the proposed use of the site;

- c) The impact of this traffic upon existing abutting public and private ways in relation to existing road capacities. Existing and proposed daily and peak hour traffic levels and road capacity levels shall also be given.
- 7. Soil logs, test well, percolation test results, and/or stormwater runoff calculations.
- 8. Natural resource inventories and/or tree surveys.
- 9. Elevations at a scale of one-quarter inch equals one foot for all exterior facades of the proposed structure(s) and/or alterations to or expansions of existing facades, showing design features and indicating the type and color or materials to be used.
- 10. Plans for disposal of construction and demolition waste.
- 11. Plans to prevent the pollution of surface or ground water, erosion of soil both during and after construction, excessive runoff, excessive raising or lowering of the water table, and flooding of other properties, as applicable.
- 12. A schedule for completion of each construction phase for buildings, parking, and landscaped areas.
- 13. Identification of any state or county permits required for the project and record of application for and approval status of such permits.
- 14. All NYS SEQR documentation as required by law.
- 15. The application fee and any consultant fees as determined by Section 210-19.5.

§ 210-34.4 CONCURRENT REVIEWS

A. **Special Use Permits.**

- 1. Where a special use permit is also required for a proposed site plan, the application requirements of Article 33 shall also apply. Duplicate application materials may be combined to satisfy submittal requirements.
- 2. The applications may be considered concurrently; however, the Planning Board shall issue the site plan review decision and special use permit recommendation separately.
- 3. Site plan review approval shall be contingent upon the review and approval of the special use permit by the Village Board. In the event that the special use permit is denied, the site plan decision shall be null and void.

B. **Certificates of Appropriateness.** Where a site plan application also requires a Certificate of Appropriateness, site plan approval shall be contingent upon the issuance of such certificate by the Historic Preservation Board. In the event that the Certificate of Appropriateness is denied, the site plan decision shall be null and void.

C. **Subdivision.** A subdivision application may be submitted in conjunction with a site plan application and processed concurrently. All subdivision applications related to a site plan must comply with Chapter 212 of the Village of Pittsford Code and shall be reviewed as outlined therein.

§ 210-34.5 SITE PLAN REVIEW CONSIDERATIONS

The Planning Board shall consider the following when reviewing a major or minor site plan and shall include a statement of findings for such considerations in any decision rendered herein:

- A. Conformance with the Pittsford Village Comprehensive Plan and Town and Village Local Waterfront Revitalization Program, where applicable.
- B. Conformance with the district, building, use, and lot requirements of this Chapter.
- C. Adequacy and arrangement of vehicular traffic and circulation, including intersections, road widths, traffic controls, and traffic-calming measures.
- D. Adequacy and arrangement of pedestrian and bicyclist access and circulation, including separation from vehicular traffic and connections provided internally and externally to the site.
- E. Compatibility of proposed uses to adjacent uses, including but not limited to building orientation and scale, site design, and transitional treatments.
- F. Adequacy of off-street parking, loading, and access management provisions, as provided for by Article 25 of this Chapter.
- G. Adequacy of landscaping and screening provisions, as provided for by Article 26 of this Chapter.
- H. Location, arrangement, size, and design of proposed on-site signage, external lighting, and other incidental building or site amenities.
- I. Adequacy of existing and/or proposed stormwater, drainage, and erosion management plans.
- J. Adequacy of existing and/or proposed water and sanitary sewer systems.

§ 210-34.6 CONDITIONS & AMENDMENTS

- A. The Planning Board may impose conditions on or require modifications of a site plan as necessary to satisfy the application review criteria to the greatest extent practicable.
- B. Any conditions or modifications included as part of approval shall be expressly set forth in the motion approving the site plan and incorporated into the written decision.
- C. Proposed amendments or revisions to an approved site plan shall be subject to review and approval in accordance with this Article. The issuance of a new, updated site plan shall be required.

ARTICLE 35

SPECIAL USE PERMITS

§ 210-35.1 APPLICABILITY

- A. **Purpose of Review.** Special uses are generally considered to be uses that have a higher potential for incompatibility with adjacent uses. By requiring the individual review of special use permit applications, the Village Board helps to determine the level of compatibility of a use in its proposed location.
- B. **Application Submittal.** A special use permit application shall be submitted for any proposed use or activity requiring a special use permit under this Chapter. Such applications shall be subject to the review and approval procedures of Article 30 of this Chapter.

§ 210-35.2 REVIEW PROCEDURE

- A. **Planning Board Review.** The Planning Board shall review special use permit applications and provide a written recommendation of decision to the Village Board.
- B. **Village Board Decision.** The Village Board shall hear and decide all applications for special use permits, upon receipt of recommendation by the Planning Board.
- C. **Public Hearing Required.** A public hearing shall be held by the Village Board prior to issuing a decision on any special use permit application.
- D. **Concurrent Reviews.**
 - 1. Where site plan review is also required for a special use permit, the application requirements of Article 34 shall also apply. Duplicate application materials may be combined to satisfy submittal requirements.
 - 2. The applications may be considered concurrently; however, the Planning Board shall issue the site plan review decision and special use permit recommendation separately.
 - 3. Site plan review approval shall be contingent upon the review and approval of the special use permit by the Village Board. In the event that the special use permit is denied, the site plan decision shall be null and void.

§ 210-35.3 APPLICATION REQUIREMENTS

A special use permit application shall include, at a minimum, the following:

- A. An application form, including the name, address, and signature of the applicant, property owner, and developer, as applicable.
- B. A site plan denoting the location of the subject property and all structures thereon, as well as all property, uses, and structures within 200 feet of the proposed use.

- C. A description of the proposed use and nature of its operation, including but not limited to:
 - 1. A business plan, vision, or model, and/or summary of products, goods, and services to be sold or provided;
 - 2. The proposed hours of operation;
 - 3. The number of employees at maximum shift;
 - 4. The maximum seat capacity;
 - 5. The timing and manner of any and all anticipated deliveries;
 - 6. A recycling and waste management plan; and
 - 7. The nature and type of all mechanical equipment provided and/or required.
- D. An interior floor plan, including, but not limited to, the arrangement of seats, kitchen and/or bar size and location, storage areas, and location of machines or other mechanical equipment.
- E. A narrative describing how the proposed use will satisfy the special use permit consideration (Section 210-35.4).
- F. All SEQR Documentation as required by NYS Law.
- G. The application fee and any consultant fees as determined by Section 210-19.5.

§ 210-35.4 SPECIAL USE PERMIT CONSIDERATIONS

The reviewing board shall consider the following when reviewing an application for special use permit and shall include a statement of findings for such considerations in any decision rendered herein:

- A. Conformance with the Pittsford Village Comprehensive Plan and Town and Village Local Waterfront Revitalization Program, where applicable.
- B. Conformance with the district, building, use, and lot requirements of this Chapter.
- C. Conformance with all applicable regulations for certain uses, as provided for by Article 24 of this Chapter.
- D. Adequacy of off-street parking, loading, and access management provisions, as provided for by Article 25 of this Chapter.
- E. Adequacy of landscaping and screening provisions, as provided for by Article 26 of this Chapter.
- F. Compatibility of the proposed use with adjacent properties, uses, and structures, as defined by the potential of the specially permitted use to:
 - 1. Create a hazard to the public health, safety and general welfare;

2. Alter the character of the neighborhood or be detrimental to the residents thereof through the production of obnoxious or objectionable noise, dust, glare, odor, refuse, fumes, vibrations, unsightliness, contamination or other similar conditions;
 3. Cause significant traffic congestion or create a traffic hazard;
 4. Cause undue harm to or destroy existing sensitive natural features on the site or in the surrounding area;
 5. Cause adverse environmental impacts such as significant erosion, runoff, sedimentation, slope destruction, flooding, or degradation of water quality;
 6. Destroy or adversely impact historic properties; or
 7. Otherwise result in an excessive or significant negative impact on the community that cannot be mitigated.
- G. Adequacy of existing and/or proposed public facilities and services, such as roadway capacity, police and fire protection, drainage structures, water and sewage facilities, refuse disposal, and schools, to serve the proposed use.
- H. Location, arrangement, size, and design of proposed on-site signage, external lighting, and other incidental building or site amenities.
- I. Siting of the proposed use so that existing or proposed features of the property would mitigate any potential adverse effect or nuisance to residential property.
- J. For Restaurants. The site is located more than 100 feet from the lot line of any residential use or district.
- K. For Taverns and Brewpubs. The site is located more than 200 feet from the lot line of any residential use or district.

§ 210-35.5 **CONDITIONS & AMENDMENTS**

- A. The reviewing board may impose conditions on or require modifications of the premises benefited by a special use permit as may be necessary to prevent or minimize adverse effects upon other property in the neighborhood, including limitations on hours of operation or the length of time for which the permit is granted.
- B. Such conditions shall be expressly set forth in the motion authorizing the special use permit.
- C. Proposed amendments or revisions to an approved special use permit shall be subject to review and approval in accordance with this Article. The issuance of a new, updated special use permit shall be required.

ARTICLE 36

PLANNED DEVELOPMENT DISTRICT REVIEW

§ 210-36.1 APPLICABILITY

- A. **Approval Required.** Prior to the establishment of a Planned Development (PD) District in accordance with Article 28 of this Chapter, a PD District application shall be submitted, reviewed, and approved in accordance with Article 30 of this Chapter.
- B. **Pre-Application Conference.** A pre-application conference per Section 210-30.2 is strongly encouraged prior to submitting a PD District application.

§ 210-36.2 REVIEW PROCEDURE

A. **Planning Board Review and Recommendation.**

- 1. The Planning Board shall conduct a review of the PD District application, site plan, and its related documents and provide a recommendation of decision to the Village Board.
- 2. The Planning Board shall review the site plan in accordance with Article 34 of this Chapter and as provided herein. Duplicate application materials for site plan review and a PD District may be combined to satisfy submittal requirements.
- 3. The Planning Board shall issue decisions for each action (site plan review and PD District recommendation) separately. Approval of a site plan shall be contingent upon the applicant receiving PD District approval by the Village Board.
- 4. The PD District recommendation to the Village Board must be made in writing and detail the findings of the Planning Board as it relates to the application and the requirements of this Article and Chapter. A copy of recommendation shall be filed in the Village Clerk's office and mailed to the applicant.

B. **Historic Preservation Board Review and Recommendation.**

- 1. The Historic Preservation Board shall conduct a review of the PD District application, site plan, and its related documents and provide a recommendation of decision to the Village Board.
- 2. Where the issuance of a Certificate of Appropriateness is required for a PD District, the Historic Preservation Board shall conduct said review in accordance with Article 35 and as provided herein.
- 3. The Historic Preservation Board shall issue decisions for each action (Certificate of Appropriateness and PD District recommendation) separately. Approval of a Certificate of Appropriateness shall be contingent upon the applicant receiving PD District approval by the Village Board.

4. The PD District recommendation to the Village Board must be made in writing and detail the findings of the Historic Preservation Board as it relates to the application and the requirements of this Article and Chapter. A copy of recommendation shall be filed in the Village Clerk's office and mailed to the applicant.
- C. **Subdivision.** A subdivision application may be submitted in conjunction with a PD District application and processed concurrently. All subdivision applications related to a PD must comply with Chapter 212 of the Village of Pittsford Code and shall be reviewed as outlined therein. If the requirements of this Chapter are found to be in conflict with that of Chapter 212, the requirements of this Chapter shall take precedence.
- D. **Village Board Review and Decision.**
1. Upon receipt of a recommendation from the Planning Board and Historic Preservation Board, the Village Board shall consider such PD District application as a re-zoning provided by Article 37 of this Chapter.
 2. As required by NYS Village Law, the Village Board shall hold a public hearing as part of its review. Such hearing shall be duly noticed and conducted.
 3. Prior to issuing a decision, the Village Board shall ensure all SEQR documentation is complete. When acting as lead agency, the Village Board shall also provide an official declaration as required under SEQRA.
 4. The Village Board final action shall be the approval, approval with modifications or conditions, or denial of the PD District application and site plan.
 5. If the Village Board approves the application and site plan, the zoning map and text shall so be amended.

§ 210-36.3 APPLICATION REQUIREMENTS

- A. **Materials Required.** The following shall be required of all PD District applications:
1. Application form, including the name, address, and signature of the applicant, property owner, and developer, and seal(s) of the engineer, architect, or landscape architect who prepared the development plan materials;
 2. Maps and plans drawn at a scale of forty feet to the inch (1" = 40') or such other scale as the reviewing board may deem appropriate, on standard 24" x 36" sheets, with continuation on 8 1/2" x 11" sheets as necessary for written information;
 3. Certified land survey showing the boundaries of the property under consideration in its current state plotted to scale with the north point, scale, and date clearly indicated, or other document deemed acceptable by the reviewing board;

4. Location of all existing properties, their ownership, and uses thereon, subdivisions, streets, easements, and adjacent buildings both on site and within 300 feet of the property in question;
5. Description or narrative of the proposed land use plan indicating the location, number, and types of uses to be included in the PD District area;
6. Development plan indicating the proposed location and design of the following:
 - a) All public and private streets, off-street parking areas, loading areas, driveways, sidewalks, crosswalks, ramps, curbs, and paths;
 - b) All structures and their proposed uses, including all dimensions of height and floor area, exterior entrances, and anticipated future phases, additions, or alterations;
 - c) All parks, playgrounds, recreational structures and facilities, open spaces, common property;
 - d) All methods of waste disposal;
 - e) All areas of outdoor storage;
 - f) All signs, fences, retaining walls, and other minor site improvements; and
 - g) All fire and emergency zones, including fire hydrants.
7. Grading plan with contour intervals of not more than five feet of elevation indicating all existing and proposed topographic features, including but not limited to areas of the site where grades exceed three percent (3%); portions of the site with a moderate to high susceptibility to erosion, flooding or ponding; and proposed site grading;
8. Site plan of principal environmental characteristics, including the location of trees, natural areas, open spaces, streams, floodplains, wetlands, watersheds, and rock outcroppings. For large or environmentally intrusive developments, the reviewing board may require soil logs, test well, percolation test results, stormwater runoff calculations, and tree surveys;
9. Landscaping plan and planting schedule indicating the location and type of proposed natural plantings, including but not limited to trees, shrubs, perennials, and grasses;
10. Utility plan indicating the location of existing and proposed utility systems including sewage or septic, water supply, telephone, cable, electric, and stormwater drainage. Stormwater drainage systems shall include existing and proposed drain lines, culverts, catch basins, headwalls, endwalls, hydrants, manholes, and drainage swales;
11. Plans to prevent the pollution of surface or ground water, erosion of soil both during and after construction, excessive runoff, excessive raising or lowering of the water table, and flooding of other properties, as applicable.

12. Lighting plan indicating the location, height, intensity, and bulb type (LED, incandescent, etc.) of all external lighting fixtures. The direction of illumination and methods to eliminate glare onto adjoining properties must be shown;
 13. Elevations at a scale of one-square inch equals one foot, ($\frac{1}{4}'' = 1'$) for all exterior facades of the proposed structure(s) and/or alterations to or expansions of existing facades, showing design features and indicating the type and color or materials to be used;
 14. Detailed traffic study when requested by the reviewing board, including:
 - a) The projected number of motor vehicle trips to enter or leave the site, estimated for daily and peak hour traffic levels;
 - b) The projected traffic flow pattern including vehicular movements at all major intersections likely to be affected by the proposed use of the site;
 - c) The impact of this traffic upon existing abutting public and private ways in relation to existing road capacities. Existing and proposed daily and peak hour traffic levels and road capacity levels shall also be given.
 15. Analysis of the relationship of the site to the surrounding community, including principal ties to transportation, circulation, water supply, sewage disposal, adjacent neighborhoods, and other pertinent public utilities;
 16. General description of any anticipated community facility needs such as schools, fire protection, and cultural facilities, and some indication of how these needs are to be accomplished;
 17. A schedule for completion of each construction phase for buildings, parking, and landscaped areas;
 18. All NYS SEQR documentation as required by law; and
 19. The application fee and any consultant fees as determined by Section 210-19.5.
- B. **Additional and/or Waived Requirements.** The reviewing board may waive application requirements or request additional information for the purpose of enabling it to evaluate the compliance of the proposed PD District with the general intent of this Article.

§ 210-36.4 PD DISTRICT PERFORMANCE STANDARDS

In addition to the provisions of Article 34 (Site Plan Review) and Chapter 211, the Planning Board, Historic Preservation Board, and Village Board shall, in review of a PD District application, make its recommendation based on the following performance standards, as applicable:

- A. The development conforms to the design principles outlined in the Village's Comprehensive Plan and Local Waterfront Revitalization Program.
- B. The proposal includes safeguards to minimize the possible detrimental effects of the project on adjacent properties and the neighborhood in general.

- C. The project includes conservation easements, dedicated open space or parkland, buffer zones, preservation of historic or natural features, social or cultural amenities, or other similar features that will preserve or enhance the Village's scenic, natural, and/or historic resources.
- D. Existing mature specimen trees, historic landscape features, mature groves of trees, streams, wetlands, and prominent topography are conserved and incorporated into the development design. An undisturbed buffer is maintained around the perimeter of identified wetland areas to visually screen adjacent uses; to protect associated animal habitat, and plant life; and to ensure a healthy wetland ecosystem is maintained. Site planning for wetlands and adjacent areas is consistent with state and federal guidelines and recommended best practices.
- E. Development is arranged in groupings and orientation patterns consistent with the context and historic local design traditions.
- F. Primary building facades and primary building entrance entrances face the nearest adjacent street or drive. New streets or drives incorporate sidewalks connecting to the nearest adjacent street unless such improvements would be historically incompatible with the context.
- G. Parking is located at the sides and rear of buildings except that parallel parking along edges of streets and drives is permitted. No off-street parking is proposed in front lawn areas.
- H. Where new buildings are not part of an existing complex, buildings have a common setback from drives or streets. New drives or streets include curbs sidewalks and street trees.
- I. Development utilizes and preserves existing patterns of fences, hedgerows, walls, roadways, drives, paths, walls and other historic landscape elements.
- J. Roadways meet the minimum feasible width; 18 feet is recommended for two-way drives; 10 feet for one-way drives.
- K. At-grade parking visible from streets, the Erie Canal, abutting properties, or residences are screened with dense landscaping or fencing which provides a year-round visual barrier. Screening incorporates evergreen plantings, fencing, or other materials that are historically compatible with the context.
- L. New development includes landscape elements emulating the existing pattern of planting on the property or elsewhere in the Village.

§ 210-36.5 APPROVAL NOT GUARANTEED

The fact that an application complies with all of the specific requirements set forth herein shall not be deemed to create a presumption that the proposed development would result in a more efficient and desirable development that could be accomplished by the use of conventional zoning categories or that it would result in compatibility with the surrounding development; nor shall such compliance, by itself, be sufficient to require the approval of the site plan or the granting of the zoning amendment to create a PD District.

ARTICLE 37

AMENDMENTS (RE-ZONINGS)

§ 210-37.1 AUTHORITY TO FILE

Amendments to the zoning text or zoning map (re-zonings) may be initiated by the Village Board or by recommendation of the Planning Board or petition presented to the Village Board. Zoning map amendment petitions shall be duly signed by the owners of at least 50% of the frontage of the parcels included within the area proposed to be rezoned. Re-zoning petitions may be filed by the owner or by the owner's authorized agent.

§ 210-37.2 NOTICE OF HEARING

Notice of required public hearings on zoning text and map amendments must be provided as required by the Village Board and by state law (See Article 31 of this Chapter for additional information on public hearing notices).

§ 210-37.3 VILLAGE BOARD REVIEW

- A. If receiving a report or recommendation by the Planning Board or petition, the Village Board must deny the proposed amendment or convene a public hearing on the proposed amendment.
- B. Following the public hearing, the Village Board may act to approve, approve with modifications, or deny the proposed amendment. The Village Board may also return the application to the Planning Board for further consideration.
- C. The Village Board may act by a simple majority vote, except when a valid protest petition has been submitted in accordance with this Article and NYS General Municipal Law.
- D. The Village Clerk shall notify, by mail, the petitioner of the action taken by the Village Board.
- E. If the Village Board approves the amendment, supplement, change, or modification to the text of this Chapter or official zoning map, the text and/or map shall be amended after publication as required by NYS General Municipal Law.
- F. The Village Board may, in order to protect the public health, safety, welfare and environmental quality of the community, attach to its resolution approving the petition, additional conditions deemed necessary to achieve the review criteria.

§ 210-37.4 REVIEW CRITERIA

In reviewing and making decisions on zoning amendments the Planning Board and Village Board must consider at least the following criteria:

- A. Whether the proposed zoning amendment corrects an error or inconsistency in the zoning law or meets the challenge of a changing condition;
- B. Whether the proposed amendment is in substantial conformance with the adopted plans and policies of the Village including the Pittsford Village Comprehensive Plan;
- C. Whether the proposed zoning amendment is in the best interests of the municipality as a whole;
- D. Whether public facilities (infrastructure) and services will be adequate to serve development allowed by the requested re-zoning, if applicable;
- E. Whether the re-zoning will substantially harm the public health, safety, or general welfare or the value of nearby properties, if applicable;
- F. Whether the re-zoning is compatible with the zoning and use of nearby properties, if applicable;
- G. The suitability of the subject property for the uses and development to which it has been restricted under the existing zoning regulations, if applicable; and
- H. The gain, if any, to the public health, safety and general welfare due to denial of the application, as compared to the hardship imposed upon the landowner, if any, as a result of denial of the application.

§ 210-37.5 REFERRALS

- A. **Optional Planning Board Referral.** The Village Board may refer re-zoning applications to the Planning Board for review and recommendation as provided herein.
 - 1. Upon referral by the Village Board, the Planning Board shall prepare a report that evaluates the proposed amendment in light of the Village Comprehensive Plan, Local Waterfront Revitalization Plan, other adopted plans, the relevant provisions of this zoning law, and the review criteria of this Article.
 - 2. The Planning Board's report shall be provided to the Village Board as a written summary of findings with a recommendation by resolution to approve, approve with conditions or modifications, or deny the re-zoning request.
- B. **County Referral.** In accordance with Section 239-m of NYS General Municipal Law, zoning text and map amendments must be forwarded to the Monroe County Planning Department for review prior to the public hearing and final action by the Village Board.
- C. **Municipal Referrals.** If any proposed amendment consists of a change in the district classification applying to real property within 500 feet of a municipal boundary, the Village Clerk shall serve notice of the proposed amendment to the chief elected official of the affected municipality, prior to the public hearing and final action.

ARTICLE 38

VARIANCES, APPEALS & INTERPRETATIONS

§ 210-38.1 NYS VILLAGE LAW SECTIONS 7-712-A & 7-712-B

The rules, regulations, and procedures of NYS Village Law Section 7-712-a and 7-712-b (Zoning Board of Appeals) shall apply to all applications for variances, appeals, and interpretations considered under this Chapter.

ARTICLE 39

TEMPORARY USE PERMITS

§ 210-39.1 APPLICABILITY

- A. **Purpose of Review.** Occasional and temporary uses and/or occupancy of structures and land which are not in conformity with the underlining zoning of the applicable district in question may be in the best interests of the Village of Pittsford and the residents thereof. It is the purpose of this Article to permit the Zoning Board of Appeals to review applications for such occasional and temporary uses to determine, according to the standards herein, whether such non-conforming uses and occupancies may be permitted on a temporary basis.
- B. **Application Submittal.** An application for a temporary use permit shall be on a form established by the Village Clerk's Office.

§ 210-39.2 REVIEW PROCEDURE

- A. **Zoning Board of Appeals.** The Zoning Board of Appeals shall hear and decide all applications for temporary use permits upon receipt of an application for such temporary use permit. The Zoning Board of Appeals may require such other and additional information as in its discretion it deems necessary to make a decision with regard to such application.
- B. **Public Hearing Required.** A public hearing shall be held by the Zoning Board of Appeals prior to issuing a decision on any temporary use permit application.

§ 210-39.3 APPLICATION REQUIREMENTS

A temporary use permit application shall include, at a minimum, the following:

- A. An application form, including the name, address, and signature of the applicant, property owner, and developer, as applicable.
- B. A letter of intent that explains the general nature of the proposal. This letter shall include the following as applicable:
 - 1. A description of the temporary non-conforming use or occupancy;
 - 2. The proposed hours of operation, if applicable;
 - 3. The number of employees at maximum shift, if applicable;
 - 4. The maximum seat capacity, if applicable;
 - 5. The timing and manner of any and all anticipated deliveries, if applicable;
 - 6. A recycling and waste management plan, if applicable; and

7. The nature and type of all mechanical equipment provided and/or required, if applicable.
 8. The dates and times of the proposed activity.
 9. The approximate setup and takedown time needed.
 10. The anticipated number of people expected to attend.
 11. Signage to be erected on or off this property, when it is to be erected, and when it is to be removed.
 12. How trash generated by the activity is to be accommodated
 13. A description of any music or noise that may be generated by the proposed activity.
 14. Location of anticipated parking for the activity.
 15. An explanation of any cooking, lighting, electricity and generators that are needed.
- C. A notation of the zoning district in which the proposed use is to be located.
- D. A site plan, survey or aerial image denoting the location of the subject property and all structures thereon, including appropriate markings to show the location of all proposed activities.
- E. If the activity is on public property, a certificate of liability insurance with the Village of Pittsford named as additionally insured and providing a minimum of \$1,000,000 of coverage.
- F. Copies of any other required permits as applicable such as Monroe County Health permits, fire inspection certificates, temporary activity permit from the Town of Pittsford. Proof of these permits may be made a condition of approval.
- G. A narrative describing how the proposed use will satisfy the temporary use permit considerations (Section 210-39.4).
- H. The application fee as determined by the Village Board and any consultant fees as determined by Section 210-19.5 of this Chapter.

§ 210-39.4 TEMPORARY USE PERMIT CONSIDERATIONS

The Zoning Board of Appeals shall consider the following when reviewing an application for a temporary use permit and shall include a statement of findings for such considerations in any decision rendered with regard to such application. The Zoning Board of Appeals shall consider whether the proposed temporary nonconforming use or occupancy shall:

- A. Be in harmony with the general purpose and intent of this chapter, taking into account the location and size of the use, the nature and intensity of the operations involved or conducted in connection with it and the size of the site with respect to the streets giving access thereto.

- B. Not tend to depreciate the value of adjacent property, taking into account the possibility of screening or other protective measures.
- C. Not create a hazard to health, safety or general welfare.
- D. The activity will not alter the essential character of the neighborhood nor be detrimental to the residents thereof.
- E. The activity will not introduce substantial adverse impacts on the surrounding neighborhood.
- F. The activity will not be or be detrimental to the flow of traffic, taking into account the duration and times of the activity.
- G. The activity will not adversely impact pedestrian safety.
- H. The activity will not create a hazard to health, safety or general welfare.
- I. The activity will not be a nuisance or create offensive odors or noise.

§ 210-39.5 DECISION

The Zoning Board of Appeals may grant, grant with conditions, or deny such application for a temporary use permit. Such temporary use permit shall be for a period of a maximum of six months and, upon additional application, may be extended for an additional six months.



CHAPTER 210

VILLAGE OF PITTSFORD ZONING CODE

PART 4

TERMINOLOGY

ARTICLE 40: WORD USAGE

ARTICLE 41: DEFINITIONS

ARTICLE 40

WORD USAGE

§ 210-40.1 MEANING & INTENT

The language of the zoning law must be read literally. Regulations are no more or less strict than stated. Words defined in Article 41 shall have the specific meaning assigned, unless the context expressly indicates another meaning. Words that are not defined in this Chapter shall have the relevant meaning given in the latest edition of Merriam-Webster's Unabridged Dictionary.

§ 210-40.2 TENSES & USAGE

For the purpose of this Chapter, certain terms and tenses used herein shall be interpreted or defined as follows:

- A. Words used in the singular include the plural. The reverse is also true.
- B. Words used in the present tense include the future tense. The reverse is also true.
- C. The words "must," "will," "shall" and "may not" are mandatory.
- D. The word "may" is permissive, and "should" is advisory, not mandatory or required.
- E. The word "occupied" shall include "designed, arranged, or intended to be occupied."
- F. The word "used" shall include the words "arranged," "designed" or "intended to be used."
- G. The word "person" shall mean a person, firm or corporation or the plural of those words.
- H. The word "lot" shall include the word "plot" or "parcel."
- I. When used with numbers, "up to X," "not more than X" and "a maximum of X" all include X.

§ 210-40.3 CONJUNCTIONS

Unless the context otherwise clearly indicates, conjunctions have the following meanings:

- A. "And" indicates that all connected items or provisions apply; and
- B. "Or" indicates that the connected items or provisions may apply singularly or in combination.

§ 210-40.4 LISTS & EXAMPLES

Unless otherwise expressly indicated, lists of items or examples that use "including," "such as," or similar terms are intended to provide examples only. They are not to be construed as exhaustive lists of all possibilities.

§ 210-40.5 FRACTIONS

The following rules apply to fractional number unless otherwise expressly stated.

- A. **Minimum Requirements.** When a regulation is expressed in terms of a minimum requirement, any fractional result of 0.5 or more must be rounded up to the next consecutive whole number. For example, if a minimum requirement calling for one tree to be provided for every 30 linear feet of frontage is applied to a 50-foot dimension, the resulting fraction of 1.67 is rounded up to two required trees.
- B. **Maximum Limits.** When a regulation is expressed in terms of maximum limits, any fractional result will be rounded down to the next lower whole number. For example, if a maximum limit of one dwelling unit for every 5,000 square feet is applied to an 18,500 square foot lot, the resulting fraction of 3.7 is rounded down to 3 permitted dwelling units.

§ 210-40.6 CURRENT VERSIONS & CITATIONS

All references to other village, county, state, or federal regulations in the zoning law refer to the most current version and citation for those regulations, unless expressly indicated otherwise. When the referenced regulations have been repealed and not replaced by other regulations, zoning law requirements for compliance are no longer in effect.

ARTICLE 41

DEFINITIONS

§ 210-41.1 TERMS USED IN THIS CHAPTER

As used in this Chapter, the following terms shall have the meanings indicated herein. For ease of reference, these terms have been arranged in alphabetical order.

Aa

ACCESSORY — The term applied to a building, structure, or use (except for accessory dwelling unit) that:

- Is customarily incidental and subordinate to and serves a principal building or use;
- Is subordinate in area, extent, or purpose to the principal building or use served;
- Contributes to the comfort, convenience, or necessity of occupants of the principal building or use; and
- Is located on the same parcel as the principal building or use.

ACCESSORY DWELLING UNIT — A second subordinate dwelling unit that is:

- Contained with the existing primary single-family dwelling unit;
- An addition to the existing primary single-family dwelling unit;
- An adaptive reuse of an existing permanent detached accessory structure such as a barn, carriage house, or garage on the same parcel as the primary dwelling unit; or
- Designed into new construction of a single-family dwelling unit.

ALTERATION — As applied to a building or structure, a change or rearrangement in its structural parts or in the exit facilities; or an enlargement, whether by extending on a side or by increasing in height; or moving from one location or position to another. The term "alter," in its various modes and tenses and its participle form, refers to the making of an alteration.

APPLICANT — A property owner or agent of a property owner who has filed an application for a land development activity as provided herein.

APPROVAL — Favorable decision to an application that indicates acceptance and the terms of the application, as written or modified, are satisfactory. Includes both approval and approval with conditions.

ARCHITECTURAL FEATURE — Any portion of the outer surface of a structure, including the kind, color and texture of the building material, the type and style of all windows, doors, lights, signs, walls, fences, awnings, canopies, screens, sculptures, decoration,

roof shape and materials, and other fixtures appurtenant to a structure. Also referred to as, "architectural detail."

ASSISTED LIVING — A multiunit residence building (or buildings) designed for and restricted to the housing of persons, each of whom is at least 55 years of age, and in which personal and health-related services (such as congregate meals, housekeeping, homemaking, transportation, social activities, personal care and supervision) are provided to residents. An assisted-living facility must be licensed by the NYS Department of Health as an "adult home" or as a provider of "enriched housing" services or dementia care.

Bb

BED AND BREAKFAST — An owner-occupied single-family residence having, as an accessory use therein, public lodging rooms and facilities for and serving food and drink prepared within the building to preregistered transient guests, which meets the requirements of this Chapter.

BLOCK — The length of a street between two intersections or between an intersection and its termination.

BREW PUB — A brewery that sells 25% or more of its beer on-site and operates significant food services. The beer is brewed primarily for sale in the restaurant and bar and is often dispensed directly from the brewery's storage tanks. This shall include the manufacture, processing, bottling, and packaging of malt liquors, such as beer, ale, or ciders, but shall not include distilled liquors. Such uses shall not produce more than 15,000 barrels of beer per year and shall be duly licensed by the NYS Liquor Authority.

BUFFER — A unit of land, together with a specified type and amount of planting and/or fencing thereon, which may be required to eliminate or minimize conflicts between land uses. Also referred to as "screening."

BUILDING — Any structure having a roof supported by columns or by walls and intended for the shelter, housing or enclosure of persons, animals or chattel.

BUILDING FOOTPRINT — The area measured from the exterior of the foundation walls, exclusive of attached garages, porches, terraces, breezeways and cellars.

BUILDING HEIGHT — The vertical distance measured from the average elevation of the proposed finished grade at the front of the building to the highest point of the roof for flat roofs, to the deck line of mansard roofs and to the mean height between eaves and ridge for gable, hip and gambrel roofs.

BUILDING LINE, FRONT — A line parallel to the front lot line, drawn through that point or projection of a building face which is closest to the front lot line; provided, however, that where side lot lines are not perpendicular to the front lot line, then the front building line shall be the shortest line drawn through that point or projection of a building face which is closest to the front lot line and perpendicular to either side lot line. The building face shall include any portion of the building or structure, enclosed or unenclosed, except steps.

BUILDING LINE, REAR — A line parallel to the rear lot line, drawn through that point or projection of a building face which is closest to the rear lot line; provided, however, that where side lot lines are not perpendicular to the rear lot line, then the rear building line shall be the shortest line drawn through that point or projection of a building face which is closest to the rear lot line and perpendicular to either side lot line. The building face shall include any portion of the building or structure that is enclosed. On a through lot,

the rear building line shall be determined on the opposite side of the principal building from the street where the property is addressed.

BUILDING LINE, SIDE — A line along the edge of a building face which is closes to the side lot line that extends to the front lot line and rear lot line and is generally parallel to the side lot line.

BULK — The size and scale of buildings and non-building uses and the physical relationship of their size and scale in relation to the lot on which they are located. Bulk requirements include, but are not limited to, building height, building footprint, and lot coverage.

Cc

CALIPER — The measurement of the size in inches of the diameter of small trees (under six inches), usually measured at six inches above grade. Trees greater than six inches in diameter are measured 12 inches above the ground. This measurement is generally used for tree-planting measurement applications.

CANAL LAND — Land in the Village owned by the State of New York and a part of the Barge Canal System.

CELLAR — A story partly underground and having more than 1/2 of its clear height below the average level of the adjoining ground. A "cellar" shall not be considered in determining the permissible number of stories.

CHARACTER — The atmosphere or physical environment that is created by the combination of land use and buildings within an area. "Character" is established and influenced by land use types and intensity, traffic generation and also by the location, size and design of structures as well as the interrelationship of all these features.

CODE ENFORCEMENT OFFICER (CEO) — The duly designated Code Enforcement Officer (CEO) of the Village of Pittsford.

COMPATIBLE — In harmony with location, context, setting, and historic character, as provided for by the National Parks Service with respect to historic properties and the Village of Pittsford Historic and Architectural Design District Building Design Standards. This shall include, but is not limited to:

- A pleasing or congruent arrangement of elements in the design and/or appearance between two or more attributes of a structure;
- A pleasing or congruent arrangement of elements in the design and/or appearance between two or more structures;
- A pleasing or congruent arrangement of elements in the design and/or appearance between two or more attributes of a neighborhood; and/or
- A pleasing or congruent arrangement of elements in the use or function between two or more attributes of a neighborhood, area or village..

CONCESSIONS, FOOD or RETAIL SALES — A commercial operation within the premise of a larger use, typically selling refreshments to patrons of the larger use.

CORNICE — A horizontal decorative molding that crowns a building, such as the top edge of a façade or over an external door or window.

Dd

DAY-CARE CENTER — Daytime care or instruction of three or more children or adults away from their own homes for more than three but less than 24 hours per day, by an individual, association, corporation, institution or agency, whether or not for compensation or reward. Such centers shall be duly licensed by NYS Law.

DEVELOPMENT — Any man-made changes to improved or unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations.

DISTILLERY — An enclosed building for the manufacture, processing, bottling, and packaging of distilled liquors, such as vodka, gin, whiskey, or tequila, duly licensed by the NYS Liquor Authority. For the purposes of this Chapter, distilleries shall be required to provide a tasting room.

DRIVE-THROUGH FACILITY — A window or other such structure wherein the sale of goods or delivery of services is provided directly to patrons while seated in motor vehicles located on the premises.

DWELLING — A structure used as the living quarters for one or more families.

DWELLING UNIT — One or more rooms designed for occupancy by one family for cooking, living and sleeping purposes.

DWELLING UNIT, UPPER FLOOR — A dwelling unit located within a mixed-use, multi-story building on any floor other than the ground floor.

DWELLING, ATTACHED — A single- or two-family dwelling attached by a common party wall.

DWELLING, SINGLE-FAMILY — A building containing one dwelling unit and designed or used exclusively for occupancy by one family.

DWELLING, TWO-FAMILY — A building containing two dwelling units and designed or used exclusively for occupancy for two families living independently of each other; or two single-family dwellings having a party wall in common.

DWELLING, MULTI-FAMILY — A building or portion thereof containing three or more dwelling units and designed or used for occupancy by three or more families living independently of each other.

Ee

Ff

FAÇADE — The face of a building.

FAÇADE, PRIMARY or FRONT — The principal face of a building that looks onto a street, right-of-way, or open space. Buildings on corner lots shall be considered to have two primary or front facades.

FAMILY — One or more persons, whether or not related to each other by blood, marriage or adoption, all living and cooking together as a single bona fide housekeeping unit, so long as such persons together occupy, own, lease or rent a whole

of a dwelling unit and use all rooms and housekeeping facilities in common. It is presumed that a dwelling unit is occupied by more than one family if any of the following features are found to exist:

- More than one mailbox, mail slot or post office address.
- More than one electric meter.
- More than one gas meter.
- Separate entrances for the segregated portions of the separate building or dwelling unit.
- Partitions barring access between segregated portions of the separate building or dwelling unit.
- Separate written or oral leases or rental agreements with the payment of rent for portions of the separate building or dwelling among its owner and residents.

Any such presumption, however, may be rebutted by proof satisfactory to the Building Inspector that one or more such features found to exist are not, in fact, evidence of occupancy by a second family. A complete report by the Building Inspector in each such case shall be filed with the Village Clerk.

FLAG LOT — A lot or parcel created by subdivision which does meet the required length of street frontage, is connected to a public street by means of a narrow strip of land extending from the public right-of-way to the buildable portion of the lot, and is located behind a lot or portion of a lot which has frontage on a public street.

FLOOR AREA, GROSS — The sum of the total horizontal area of all floors or stories of a dwelling or occupied by a use as measured to the outside surfaces of structural walls, including attached garages, enclosed porches, and other attached accessory structures having more than 50% of the perimeter enclosed or screened. Basements, attics, and cellars legally occupied by a residential or commercial use shall also be included in the calculation of gross floor area.

FRONTAGE — The extent of a building or a lot abutting or parallel to a street or right-of-way.

Gg

GARAGE — An accessory building or portion of a main building used for the storage of self-propelled vehicles used by the occupants of the premises, including space for not more than one passenger vehicle used by others.

GASOLINE SERVICE STATION — A building or lot or part thereof supplying and selling gasoline or other equivalent fuel for motor vehicles at retail direct from pumps and storage tanks.

GYM or FITNESS CLUB — An establishment providing indoor recreation or instruction to patrons for health, exercise, or educational purposes.

Hh

HOME OCCUPATION — An occupation, profession or personal service for gain or support conducted only by members of a family residing on the premises and conducted entirely within the dwelling.

HOSPICE — A residence building (or buildings) in which housing and supportive programming for terminally ill persons and their families is provided in accordance with the NYS Department of Health.

HOTEL or INN, BOUTIQUE — A building containing no more than 40 sleeping rooms in which lodging is provided and offered to the public for compensation. The entrances to such sleeping rooms shall be located internally to the primary structure. A hotel or inn may also include incidental uses such as meeting rooms, restaurants, etc.

Ii

IMPERVIOUS SURFACE — A surface composed of any material that impedes or prevents natural infiltration of water into the soil. Impervious surfaces shall include but are not limited to roofs, solid decks, driveways, patios, sidewalks, parking areas, tennis courts, concrete or asphalt streets, or compacted gravel surfaces.

Jj

Kk

Ll

LANDSCAPED AREA — The area required or permitted under this Chapter to be devoted to landscaping and environmental improvement, which may include, but is not limited to, existing and new vegetation, planting beds and berms.

LANDSCAPING — The use of natural plant materials including, but not limited to, ground covers, shrubs, and trees. Landscaping also involves the placement, preservation and maintenance of said plant materials in conjunction with associated improvements such as fences, walls, lighting, earth mounding and structures (principal or accessory).

LOADING SPACE — An area, exclusive of driveways, passageways, maneuvering aisles or other maneuvering space, for the loading and/or unloading of one motor vehicle used for the transport of goods.

LOT — A parcel of land exclusive of street areas used or designed to be used by one permitted use or structure, or by a permitted related group of uses or structures, and the accessory uses or structures thereto, including such open spaces as are arranged or designed and required in connection with such structure or structures.

LOT, CORNER — A lot at the junction of and fronting on two or more intersecting streets.

LOT COVERAGE — The percentage of the area of the lot covered by impervious surface.

LOT LINE — The property line bounding the lot. Where any property line parallels a street and is not coincident with the street line, the street line shall be construed as the property line for the purpose of complying with the area and setback regulations of this Chapter.

LOT LINE, FRONT — The street right-of-way line at the front of the lot. On a corner lot there shall be two front lot lines.

LOT LINE, REAR — The lot line opposite to the front lot line.

LOT LINE, SIDE — Any lot line not a rear lot line nor a front lot line shall be deemed a side lot line.

LOT SIZE — The total horizontal area included within lot lines.

LOT WIDTH — The dimension measured from side lot line to side lot line along a line parallel to the street line at the required minimum front yard depth.

Mm

MIXED USE BUILDING or STRUCTURE — A building or structure occupied by two or more uses of varying land use classifications, such as residential and commercial, generally a mixed use structure is a multi-story building providing commercial uses on the first floor and residential and/or office uses on the upper floors.

MUNICIPAL STRUCTURE or USE — A building, structure, lot, or other property occupied by a municipal authority, such as a local governmental agency.

Nn

NONCONFORMING USE or STRUCTURE — A building, structure or use of land lawfully existing prior to the adoption of this Chapter or any amendment thereto which does not now conform to the regulations of the district in which it is situated.

NURSING HOME — A residence building (or buildings) in which skilled nursing services and chronic custodial care are provided to residents. A skilled nursing care facility must be licensed as such by the NYS Department of Health.

Oo

OFFICE, ADMINISTRATIVE or PROFESSIONAL — The use of a building or structure for the operation of day-to-day activities that are related to record keeping, billing, personnel, and logistics, within an organization. This shall also include the workplace of any person who earns their living from a specified professional activity, such as an accountant, engineer, architect, or financial planner. This shall not include medical professionals.

OFFICE or CLINIC, MEDICAL — A facility for the diagnosis and/or treatment of outpatients by medical professionals. This may include a group practice in which several physicians or medical professionals work cooperatively. Medical professionals include, but are not limited to, dermatologists, doctors, dentists, or psychiatrists.

OPEN SPACE — An area that is intended to provide light and air and is designated for either environmental, scenic or recreational purposes. Open space shall not be deemed to include driveways, parking lots or other surfaces designed or intended for vehicular travel, as well as detention or retention ponds. In no event shall any area of a developable lot nor any part of an existing or future road or right-of-way be counted as constituting open space.

OUTDOOR ASSEMBLY or SEATING AREA — The use of an adjacent, outside area by a commercial establishment, such as a restaurant or tavern, in which the same activities which occur within the establishment may be enjoyed by patrons.

OUTDOOR SALES AND DISPLAY — The placement of goods in an area outside the principal structure for advertising, display, or sale purposes as an ancillary and temporary use to a permanent commercial use located inside an adjacent building.

OUTDOOR STORAGE — The placement of goods in an area outside the principal structure for storage purposes as an ancillary and temporary use to a permanent nonresidential use located inside an adjacent building.

Pp

PARAPET WALL — That portion of a building wall that rises above the level of the roof.

PARKING AREA or LOT — An off-street area containing one or more parking spaces, with passageways and driveways appurtenant thereto, as required by this Chapter.

PARKING SPACE — An area, exclusive of driveways, passageways, maneuvering aisles or maneuvering space, for the parking of one vehicle.

PEDESTRIAN-ORIENTED — Refers to a pedestrian-friendly design policy providing clear, comfortable pedestrian access to residential and nonresidential areas as well as providing for the construction of buildings, sites, and amenities to be human-scaled, purposefully engaging and accommodating pedestrians.

PERSON — Any person, firm, partnership, corporation, association or legal representative, acting individually or jointly.

PERSONAL SERVICE SHOP — Any use where the premises is used to provide personal grooming services or for the cleaning or care of personal apparel or other goods. This may include, but is not limited to, barbers, nail salons, hairstylists, spas, shoe repair, etc.

PLACE OF WORSHIP — A structure, building, or place in which worship, ceremonies, rituals, and education pertaining to a particular system of beliefs are held.

PLANNING BOARD — The duly designated Planning Board of the Village of Pittsford as provided for and established by this Chapter.

POND — Any man-made body of water with an average surface area exceeding 100 square feet and exceeding a maximum average depth of 18 inches to be used for aesthetic, drainage and/or agricultural purposes. "Surface area" is defined as normal static water level based on the Code Enforcement Officer's opinion, which may be supplemented with an opinion provided by the Village Engineer, if necessary.

PUBLIC RIGHT-OF-WAY — Existing land owned by the Village of Pittsford, or other government entity, for use as a street or other public purpose.

Qq

Rr

RECREATION or ENTERTAINMENT FACILITY, INDOOR — An establishment providing for recreational or entertainment activities in a completely enclosed structure. Accessory uses may be permitted to include the preparation and serving of food and/or the sale of equipment related to the enclosed recreational uses. Included in this definition shall

be indoor arcades, movies, pools, courts, or other facilities where patrons are engaged in and/or spectating sport or game activities.

RECREATION or ENTERTAINMENT FACILITY, OUTDOOR — An establishment providing for recreational or entertainment activities in an open or partially enclosed structure. Accessory uses may be permitted to include the preparation and serving of food and/or the sale of equipment related to the recreational uses. Included in this definition shall be outdoor pools, fields, courts, or other such facilities where patrons are engaged in and/or spectating sport or game activities.

REMODELING INTERIOR — The environmental change of the internal elements of a building or structure which result in the creation, alteration, or modification of the floor plan with respect to walls, doors, windows, or stair cases or the alteration or addition of capacity to utilities.

REPAIR SHOP — An establishment where personal goods, apparel, electronics, or other household items are restored to a sound or functioning state.

RESTAURANT —

- An establishment where food and beverages, whether or not alcoholic, are sold to the public primarily for consumption on the premises and may or may not have carry-out service.
- The kitchen of which must at all times be in charge of a chef with the necessary help, kept in a sanitary condition, and must comply with all regulations of the local Department of Health.
- The number of seats at tables, bars and/or counters shall equal at least 75% of the total legal maximum occupancy of such premises.
- Outside patios shall be limited to seated customers.
- A full kitchen and menu as required by the NYS Liquor Authority shall be required when the sale of beer, wine, and/or liquor is provided.

RETAIL STORE — An establishment selling commodities or goods directly to the public, but not including such services as business and professional offices, meeting rooms for social clubs and personal service establishments. The term "retail store" shall also not include an establishment where alcoholic beverages are sold to the public for consumption on the premises in connection with the operation of a restaurant, tavern, or brewpub.

Ss

SCHOOL, PUBLIC or PRIVATE — A public or private institution in which primary, secondary, elementary, or other educational programming for children and adults is provided. Such institution shall be duly licensed, certified, and/or accredited by the State of New York.

SCREENING — The method by which a view of one site from another adjacent site is shielded, concealed or hidden. "Screening" techniques include fences, walls, hedges, berms or other features.

SETBACK — The horizontal distance from any building or from a specific building to the nearest point on an indicated lot line or street line.

SEQRA — The New York State Environmental Quality Review Act.

SITE PLAN — A rendering, drawing or sketch prepared to specifications and containing necessary elements, as set forth in this Chapter, which shows the arrangement, layout and design for the proposed use of a parcel or parcel(s) of land as shown on said plan.

SOCIAL CLUB — The premises and buildings used by a local, international, national or state organization or by a bona fide local civic association catering exclusively to members and their guests primarily for a patriotic, fraternal, benevolent, social, educational, religious or political purpose. The club shall not be used in whole or in part for the conduct of any business or enterprise for profit, but this shall not be construed as preventing the utilization of a club for benefits or performances for a recognized charity, nor for the meeting of other organizations or for educational and cultural purposes.

SPECIAL USE PERMIT — An authorization of a particular land use which is permitted in this Chapter subject to requirements imposed on such use to assure that the proposed use is in harmony with this Chapter and will not adversely affect the neighborhood.

STORY — That portion of a building between the surface of any floor and the surface of the floor next above it, or, if there is no floor above it, then the space between any floor and the ceiling next above it. A basement shall be counted as a story for the purpose of height measurement, if the ceiling is more than five feet above the average adjoining ground level or if it is used for business or dwelling purposes. A half story is a story under a sloping roof having a ceiling height of seven feet or more for not more than 1/2 the floor area of the uppermost full story in the building.

STREET — Any federal, state, county or municipal highway or road, or any street shown upon a subdivision plat filed in the Monroe County Clerk's office.

STREET GRADE — The officially established grade of the street upon which the lot fronts. If there is no officially established grade, the existing grade of the street at the midpoint of the frontage of the lot shall be taken as the "street grade."

STREET LINE — The dividing line between a lot and a street right-of-way.

STRUCTURE — Anything constructed or erected on or under the ground or upon another structure or building.

STUDIO (DANCE, MUSIC, ART, or PHOTO) — A workroom or collection of rooms intended to be used by the public for the purpose of teaching, practicing, crafting, or creating various art forms, including dancing, painting, drawing, pottery, photography, woodworking, filmmaking, or other such activities.

SUBDIVISION — The division of a parcel of land or an assemblage of parcels of land into two or more lots or parcels, for the purpose of transfer of ownership or building development, or, if a new street is involved, any division of a parcel of land.

Tt

TAVERN — An establishment where beverages, beer, wine, and/or liquor are sold to the public for consumption on the premises. Such a use shall include a minimum food preparation area and menu that satisfies the NYS Liquor Authority's minimum food requirement, where applicable. Also referred to as a "bar."

TELECOMMUNICATIONS — The transmission and reception of audio, video, data and other information by wire, radio, light and other electronic or electromagnetic systems.

TELECOMMUNICATIONS EQUIPMENT — Includes telecommunication towers, accessory facilities or structures and/or antennas and any buildings and/or equipment used in connection with the provision of cellular telephone service, personal communication services (PCS's), paging services, radio and television services and similar broadcast services.

TELECOMMUNICATIONS TOWER — Any structure, including but not limited to a pole, windmill or other such structure, whether attached to a building, guyed or freestanding, designed and/or used for the support of any device for the transmission and/or reception of radio frequency signals, including but not limited to broadcast, shortwave, citizen's band, FM or television or microwave and/or for the support of any wind-driven device, whether used for energy conservation or not.

TEMPORARY STORAGE UNIT — Any container, storage unit, box-like container or portable structure which resembles and functions in the same way as a traditional shipping container is a temporary portable storage unit and not a structure, even when affixed to a permanent foundation.

TEMPORARY USE PERMIT — An authorization of a particular land use which is permitted on a temporary basis by this Chapter subject to requirements imposed to assure that the proposed use is in harmony with this Chapter and will not adversely affect the neighborhood.

TREE PRUNING — A horticultural and silvicultural practice involving the selective removal of certain parts of a plant, such as branches, buds, or roots.

Uu

USE — The specific purpose for which land or a building is designed, arranged, intended or for which it is or may be occupied or maintained.

USE, PRINCIPAL or PRIMARY — The dominant purpose, by area, scale, and/or intensity of use, for which land or a building is designed, arranged, intended, or for which it is or may be occupied or maintained.

USE, PERMITTED — Any use of a building, structure, lot or part thereof which this Chapter provides for in a particular district as a matter of right.

USE, PROHIBITED — A use of a building, structure, lot or part thereof which is not listed as a permitted, specially permitted, or accessory use.

USE, SPECIALLY PERMITTED — A particular land use which is permitted within a given zoning district, subject to conditions imposed to assure that the proposed use is in harmony with the requirements of this Chapter and will not adversely affect the neighborhood or vicinity if such conditions are met.

USE, NONRESIDENTIAL — A building, lot, or structure containing no dwelling units and designated or intended for commercial, public, institutional, or other such use. The inclusion of dwelling units in a mixed use building or structure shall be considered a nonresidential use for the purposes of this Chapter.

USE, RESIDENTIAL — A structure or structure(s) containing a dwelling unit or grouping of dwelling units designated or intended for the housing of individuals and families, not including any commercial, public, or institutional use. The inclusion of dwelling units in a mixed use building or structure shall be considered a nonresidential use for the purposes of this Chapter.

Vv

VALANCE — A projection of fabric below the main frame of an awning to create a decorative edge.

VARIANCE, AREA — The authorization by the Zoning Board of Appeals, provided for by NYS Village Law, for the use of land in a manner which is not allowed by the dimensional or physical requirements of the applicable zoning regulations.

VARIANCE, USE — The authorization by the Zoning Board of Appeals, provided for by NYS Village Law, for the use of land for a purpose which is otherwise not allowed or is prohibited by the applicable zoning regulations.

VEHICLE or AUTOMOBILE — Every vehicle operated or driven which is propelled by power other than muscular power, except:

- Electrically driven mobility devices operated or driven by a person with a disability.
- Vehicles which run on rails or tracks.

VEHICLE SERVICE or REPAIR SHOP — A commercial establishment offering vehicle repair or maintenance services, such as adjustments, painting, replacement of parts, or other parts thereof.

VEHICLE SALES — A commercial establishment offering new or used vehicles for sale, rental, or lease, including personal vehicles, commercial vehicles, or other registered automobiles.

VILLAGE BOARD — The Board of Trustees of the Village of Pittsford, New York.

Ww

WALL — A structure of wood, stones or other materials or combination thereof intended for defense, security, screening or enclosure or for the retention of earth, stone, fill or other materials, as in the cases of retaining walls or bulkheads.

Yy

YARD, FRONT — An open unoccupied space extending the full width of the lot between the front building line and the front lot line of the lot.

YARD, REAR — An open space extending the full width of the lot between the rear building line and the rear lot line of the lot.

YARD, SIDE — An open unoccupied space extending between the side building line and the side lot line of the lot, and extending through from the front yard or from the front lot line where no front yard exists to the rear yard or to the rear lot line where no rear yard exists.

Zz

ZONING BOARD OF APPEALS (ZBA) — The duly designated Zoning Board of Appeals of the Village of Pittsford.



CHAPTER 212

VILLAGE OF PITTSFORD SUBDIVISION CODE

PITTSFORD VILLAGE SUBDIVISION CODE

- ARTICLE 1: AUTHORITY & PURPOSE
- ARTICLE 2: APPLICATION & REVIEW PROCEDURES
- ARTICLE 3: PUBLIC HEARINGS
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- ARTICLE 5: MINOR SUBDIVISIONS
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- ARTICLE 9: DEFINITIONS

ARTICLE 1

AUTHORITY & PURPOSE

§ 212-1.1 LEGISLATIVE AUTHORITY

- A. By authority of resolution of the Village Board of Trustees of Pittsford, Monroe County, New York, adopted on [insert adoption date] pursuant to Section 7-728 and other applicable provisions of Article 7 of NYS Village Law, the Planning Board of the Village of Pittsford is hereby authorized and empowered to review and approve subdivision plats.
- B. The Planning Board may review and approve plats showing lots, blocks, or sites, with or without streets or highways and entirely or partially undeveloped plats already filed in the Office of the Monroe County Clerk prior to the granting of such power to the Planning Board.
- C. Upon authorization of the Planning Board to approve plats the Village Clerk shall immediately file a certificate of that fact with the Monroe County Clerk.

§ 212-1.2 PURPOSE & INTENT

- A. **Purpose.** The purpose of the Village of Pittsford subdivision law is not only to provide for future growth and development, but also maintain the traditional appearance and physical character of the Village, its multi-modal transportation network, natural environment, and protect the general health safety and welfare of the public. The administration of this law shall be in accordance with the following objectives:
 - 1. Ensuring subdivisions properly provide quality facilities for housing and infrastructure, including all necessary utilities and services;
 - 2. Maintaining proper access and connectivity for pedestrians, bicyclists, and motorists and mitigating the potential negative impacts of increased traffic;
 - 3. Protecting the Village's historic character and traditional settlement pattern from suburban development pressures;
 - 4. Employing the application of clustering and land use conservation principles in subdivision proposals;
 - 5. Providing parks and open space in subdivisions for the betterment of resident quality of life and preservation of property values;
 - 6. Promoting the use of green infrastructure and sustainable design practices in subdivision proposals; and
 - 7. Considering the comfort, convenience, safety, health and welfare of the general population as future development opportunities are considered.
- B. **Intent.** It is declared to be the intent of this subdivision law to serve as part of a plan for orderly, efficient and economical development of the Village of Pittsford, in

conjunction with the Village of Pittsford Zoning Code (Chapter 210). Land(s) to be subdivided shall:

1. Be of such character with respect to layout and size of lots to complement the traditional character of the Village and be in harmony with the settlement pattern of neighboring properties;
2. Be of such character with respect to layout and size of lots so that it can be used safely for building purposes without danger to health, or peril of fire, flood, or other menace;
3. Make proper provisions for drainage, water supply, sewage, and other needed improvement and utilities;
4. Include streets of such width, grade, and location as to accommodate prospective traffic, facilitate fire protection, and provide access of emergency equipment to buildings while minimizing disruption to the natural environment;
5. Make proper provisions for leaving natural areas and corridors undeveloped to mitigate the adverse environmental impacts of subdivision, sustain a diverse population of native vegetation and wildlife, protect water resources (including the Erie Canal), and scenic views, and implement the Village's policies of protection of its environmental, historic, and economic resources pursuant to the Village of Pittsford Zoning Code; and
6. Conform to the land use and development recommendations within the Village's most current adopted Comprehensive Plan.

§ 212-1.3 **APPLICABILITY OF LOCAL SUBDIVISION APPROVAL**

- A. No subdivision or lot line adjustment of any lot, tract, or parcel of land shall be effected and no street, sanitary sewer, storm sewer, water main, or other facilities in connection therewith shall be laid out, constructed, opened or dedicated for public or private use and travel, or for the common use of occupants of buildings abutting thereon, except in strict accordance with the provisions of these regulations.
- B. For re-subdivision, the same regulations shall apply as for a subdivision.

§ 212-1.4 **CONFLICTS WITH OTHER LAWS**

In their interpretation and application, the provisions of this subdivision law shall be deemed minimum requirements, adopted for the promotion of the public health, safety, and general welfare. Where these regulations may conflict with other local, regional, or state laws, ordinances, or regulations, the greater restriction shall govern.

§ 212-1.5 **SELF-IMPOSED RESTRICTIONS**

Nothing in these regulations shall prohibit an applicant from placing self-imposed restrictions, not in violation of these regulations, on development. Such restrictions shall be indicted on the plat.

§ 212-1.6 SEVERABILITY

If any provision of this subdivision law or the application thereof to any person, property, or circumstances is held to be invalid, the remainder of this subdivision law and the application of each provision to other persons, property, or circumstances shall not be affected thereby.

ARTICLE 2

APPLICATION & REVIEW PROCEDURES

§ 212-2.1 APPLICATION REQUIRED

- A. Whenever any subdivision of land, and before any contract for the sale of, or any offer to sell any lots in such subdivision or any part thereof is made, and before any permit for the erection of a structure in such proposed subdivision shall be granted, the applicant or his/her duly authorized agent shall apply for the approval of such subdivision in accordance with this Article.
- B. Applications under this subdivision law must be submitted in such form and numbers as outlined herein. The Village Clerk shall provide checklists of application submittal requirements and make those checklists available to the public. Application forms and checklists of required information are available in the Village Office.
- C. Applications for minor subdivisions, as defined in Article 5, are subject to a single-phase review and approval process. Approval of a minor subdivision is required for development to occur.
- D. Applications for major subdivisions, as defined in Article 6, are subject to a two-phase review and approval process. The applicant shall first submit a preliminary plat application for review and approval. Within one year preliminary plat approval, the applicant shall submit a final plat application for review. Final plat approval is required for development to occur.

§ 212-2.2 PRE-APPLICATION CONFERENCE

- A. It is recommended that applicants request a pre-application conference prior to entering the formal application review process to discuss the nature of the proposed application and to determine the best course of action for submittal.
- B. Pre-application conferences may be held upon request of an applicant with one or more of the following Village representatives:
 - 1. Code Enforcement Officer;
 - 2. Village Clerk;
 - 3. Planning Board Chair; and
 - 4. Historic Preservation Board Chair.
- C. The purpose of the pre-application conference is to provide an opportunity for a potential applicant to consult early and informally with the Village. A pre-application conference will help to build a better understanding of the proposal and property in question and establish an overall design approach that respects important features to the Village while maximizing the potential of the property.
- D. In no way shall any comments or feedback provided by the Village during pre-application review be construed as an indication of decision or be legally binding in any way.

- E. Materials presented during the pre-application conference may be incomplete and/or conceptual in design; however, a formal application is required to be considered for approval.

§ 212-2.3 GENERAL APPLICATION PROCEDURES

A. **Submittal.**

1. Applications where required by this law shall be submitted to the Village Clerk.
2. Only the property owner or their agent, with legally binding and written permission of the owner, may file for subdivision. Where there are multiple land owners, a written consent agreement among all land owners must be included within the application.
3. At least six hard copies and one electronic copy of the required materials shall be provided.
4. Applications must be submitted to the Village Clerk at least two weeks prior to the Planning Board meeting at which the applicant wishes to be considered.

B. **Acceptance and Processing.**

1. The Village Clerk shall indicate that an application is considered accepted and ready for processing only if it is submitted in the required number and form, includes all required materials, and is accompanied by the required application fee.
2. The acceptance of an application by the Village Clerk shall in no way be interpreted as a determination of the completeness, adequacy, or accuracy of application materials, but rather serve as an acknowledgement to the receipt of required application materials. The Village Clerk may consult with other Village departments or divisions, the Code Enforcement Officer, the Planning Board, and/or the Village Board in making such a determination.
3. If an application is determined to be unacceptable, within 30 days of submittal the Village Clerk must provide paper or electronic written notice to the applicant along with an explanation of all known deficiencies that will prevent competent review. No further processing will occur until the deficiencies are corrected. If the deficiencies are not corrected within 62 days, the application will be considered withdrawn.
4. No further processing of unacceptable applications will occur; applications will be pulled from the processing cycle. When the deficiencies are corrected, the application will be placed in the next available processing cycle.

- C. **Application Fee.** All applications shall be accompanied by the fee established by the Village Board. Failure to submit said fee shall deem an application unacceptable, regardless of the status of submittal on all other required materials. This shall also include application consultant fees as established by Chapter 210, Section 19.5 (Consultant Fees).

D. **Complete Applications.**

1. No subdivision application shall be considered complete until all required application materials are submitted with accompanying fee in the required

number and form, and the lead agency has filed a negative declaration, conditioned negative declaration, or notice of completion of a Draft Environmental Impact Statement (DEIS) in accordance with the provisions of SEQRA.

2. The required time periods for public hearing and review of a minor, preliminary, or final plat set by NYS Village Law Section 7-728 shall only begin upon receipt of a complete application as defined herein.

E. **Applicant Responsibilities.** The applicant and/or their agent is expected to attend all meetings at which the application is to be discussed. In all cases, the burden is on the applicant to show that their application complies with the Pittsford Village Code and any other applicable local laws and NYS laws, rules, and regulations.

F. **Agricultural Data Statement.**

1. Any application for a property that is within an agricultural district containing a farm operation or property within 500 feet of a farm operation located in an agricultural district shall include an agricultural data statement.
2. Upon receipt of a subdivision application containing an agricultural data statement, the Village Clerk shall mail a copy of the agricultural data statement to the owners of the land identified by the applicant in the agricultural data statement.
3. The applicant shall be required to reimburse the Village for such mailing upon written request.
4. For the purposes of this section an agricultural district shall be defined as an agricultural district recognized by the NYS Agriculture and Markets agricultural district program.

§ 212-2.4 PLANNING BOARD ACTION

A. **Issuance of Decision.**

1. Within 62 days following the close of public hearing, the Planning Board must issue a decision by majority vote. The Planning Board shall vote to approve or conditionally approve, approve or conditionally approve with modifications, or deny the proposed subdivision application.
2. Prior to issuing a decision on an accepted application, the Planning Board shall by resolution determine the application to be complete, noting any waived requirements therein.

B. **Written Findings.** Decisions shall contain written findings explaining the rationale for the decisions considering the standards contained in this Chapter. Such decision may be amended from time to time to add additional findings of fact. A copy of the decision shall be immediately filed in the Village Clerk's Office and mailed to the applicant.

C. **Conditional Approval.** The Planning Board may grant conditional approval with or without modification to the plat. A conditional decision shall be filed in the same manner as outlined in Article 4. The copy mailed to the applicant shall include a statement of such conditions. The Planning Board Chair shall not sign the plat until it

is certified by the Code Enforcement Officer that the applicant has complied with all conditions.

- D. **Default Approval.** In the event the Planning Board fails to act on a subdivision application within the time prescribed herein, or such extended period established by the mutual consent of the applicant and the Planning Board, the subdivision application shall be deemed approved, and a certificate of approval shall be issued by the Village Clerk on demand and shall be sufficient in lieu of written endorsement of other evidence of approval herein required.
- E. **Waiving Application Requirements.** The Planning Board is authorized to waive, in whole or in part, any of the application requirements if one or more of the following is determined by the Planning Board Chairperson that:
 - 1. Any such requirement of part thereof is found not to be requisite in the interest of the public health, safety, or general welfare;
 - 2. Any such requirement is inappropriate or unrelated to the application; or
 - 3. Any such requirement will not mitigate adverse impacts generated by the proposed project or will not aid in the buffering of dissimilar uses.
- F. **Additional Application Requirements.** The Planning Board may require additional information not listed herein be submitted as part of an application if such additional material is deemed necessary for a complete and adequate review. Upon request these materials shall be presented in graphic form accompanied by a written text and/or prepared by a licensed professional.

§ 212-2.5 REFERRALS

- A. **Internal Referral.** The reviewing board may refer any application to another Village board, committee, department, or official for review and comment. Within 30 days of referral the receiving board or official shall submit its recommendation in writing with a summary of findings to the reviewing board.
- B. **Professional Referral.** The Planning Board may seek the opinion of any legal, engineering, design, or other professional to aid in the review of an application at the expense of the applicant. The fees shall be determined as outlined in Chapter 210 Section 18.5 of the Village Code.
- C. **County Referral.** The Village shall refer all materials to the Monroe County Planning and Development Department pursuant to NYS GML 239-n, as amended and in accordance with planning referral agreements between the Village and Monroe County.

§ 212-2.6 EXPIRATION & REVOCATION OF APPROVAL

- A. **Expiration.** The approval of a subdivision application shall expire if at least one of the following occur:
 - 1. The applicant fails to submit for final plat approval within one year of the preliminary plat approval date;
 - 2. The applicant fails to complete and have certified all conditions of plat approval within one year of the approval date;

3. The applicant fails to obtain necessary building and/or zoning permits within one year of the final plat approval date;
 4. The applicant fails to initiate construction, if applicable, within one year of the final plat approval date; or
 5. The applicant fails to complete construction, if applicable, within three years of obtaining the necessary building permits.
- B. **Extensions.** The Planning Board may grant an extension for any condition in Subsection A upon written request by the applicant. The applicant shall include in such request the desired time period for the extension, not to exceed one year, and the reasoning for requesting the extension.
- C. **Revocation.** The Planning Board may revoke approval if it is found that the applicant violates the conditions of the approval or engages in any construction or alteration not authorized by the approval.
- D. **Enforcement.** Any violation of the conditions of subdivision approval shall be deemed a violation of this law, and shall be subject to enforcement action as provided herein.

§ 212-2.7 LOCAL WATERFRONT CONSISTENCY REVIEW

All subdivision applications considered in the LWO District shall also be subject to Local Waterfront Consistency review as required by Chapter 121 of the Village of Pittsford Code.

§ 212-2.8 STATE ENVIRONMENTAL QUALITY REVIEW ACT (SEQRA)

- A. The review and approval of all applications shall comply with the provisions of SEQRA under Article 8 of the Environmental Conservation Law and its implementing regulations. Where requirements of this Chapter may come in conflict with SEQRA law, the state regulations shall supersede.
- B. The subdivision of land shall be considered a Type I action, as provided for by SEQRA law.
- C. If the lead agency on a subdivision application, through the completion of an Environmental Assessment Form (EAF), determines an action not to have a significant adverse environmental impact, a negative declaration is filed. If an action is determined to potentially have significant adverse environmental impacts, a Draft and Final Environmental Impact Statement (EIS) is required.
- D. Applicants are responsible for preparing the Draft and Final EIS, if required. Should the applicant defer to the Planning Board for the preparation of a Draft and/or Final EIS, a written agreement for reimbursement to the Village for such expense shall be required.
- E. When required, the public hearing for an EIS may be held jointly with the subdivision application public hearing. However, public notice in this case must increase to at least 14 days prior to the date of the scheduled hearing.
- F. When actions consist of several steps or phases of activities, the entire set must be considered the action, even if several separate agencies are involved.

ARTICLE 3

PUBLIC HEARINGS

§ 212-3.1 CONDUCTING PUBLIC HEARINGS

- A. Public hearings shall be held by the Planning Board for all subdivision applications, except for lot line adjustments.
- B. The Planning Board may review multiple applications (e.g. subdivision and site plan review) for a single property or use concurrently and may conduct concurrent or joint public hearings, if desired.
- C. Within 62 days from the date of receipt of a complete application, the Planning Board must convene a public hearing on the application in question.

§ 212-3.2 PUBLIC NOTICE REQUIRED

- A. All public notices shall be made at least 10 days prior to the date of the scheduled public hearing.
- B. Public notice shall include mailed notices, media notices, and posted notices in accordance with NYS Village Law.

§ 212-3.3 MAILED NOTICES

Where required by this Chapter, the Village Clerk shall provide public notice to the following by mail:

- A. Owners of all real property as shown on the current tax map, located within 300 feet of the property that is the subject of the hearing.
- B. The Clerks of adjoining municipalities whose boundaries are located within 500 feet of the property that is the subject of the hearing.
- C. The Monroe County Clerk where the hearing concerns property adjacent to an existing county road or proposed road shown on the official county map, adjoining other county land, or situated within 500 feet of a municipal boundary.
- D. The State Commissions of Transportation where the hearing concerns an application for development of property within 500 feet of a state highway.

§ 212-3.4 MEDIA NOTICES

The Village Clerk shall cause for public notice to be posted to the following media sources:

- A. The official newspaper of the Village; and
- B. The official website and social media pages of the Village.

§ 212-3.5 POSTED NOTICES

- A. The Village Clerk shall post a public notice in a location plainly visible within the Village Office.
- B. The applicant shall obtain a sign of public notice from the Village and ensure its placement on the property in question in a manner that is plainly visible to passers-by. Upon close of the public hearing, the applicant shall return the sign to the Village Office.

§ 212-3.6 PUBLIC NOTICE EXPENSES

An applicant shall be required to reimburse the Village for the mailing and posting of a public notice upon written request. If said fee is not received within 62 days of the request, the application shall be considered withdrawn and any decision rendered shall be null and void.

§ 212-3.7 PUBLIC NOTICE CONTENT

The content of all public notices, except notices posted on the property by a Village commissioned sign, shall:

- A. Indicate the date, time, and place of the public hearing or date of action that is the subject of the notice;
- B. Describe any property involved in the application by street address or general description;
- C. Describe the general nature, scope, and purpose of the application or proposal; and
- D. Indicate where additional information on the matter can be obtained.

ARTICLE 4

APPROVED SUBDIVISIONS

§ 212-4.1 FILING OF APPROVED SUBDIVISION

- A. Upon approval by the Planning Board a notation shall be made upon the subdivision plat indicating approval and any modifications or conditions.
- B. A copy of the approval and any modifications or conditions shall be immediately filed in the Village Clerk's Office and mailed to the applicant.
- C. The annotated plat shall be deemed to have final approval when duly signed by the Planning Board Chair and filed by the applicant in the Office of the Monroe County Clerk.
- D. Any subdivision plat not filed by the applicant with the Monroe County Clerk within 62 days of the date approval shall become null and void.

§ 212-4.2 PERFORMANCE GUARANTEES FOR REQUIRED IMPROVEMENTS

- A. Where required by the Planning Board, the applicant shall either file with the Village Clerk a certified check or irrevocable letter of credit to cover the full cost of required improvements, or a performance bond to cover the full cost of the required improvements. Any such bond shall:
 - 1. Comply with the requirements of Section 7-728 of NYS Village Law;
 - 2. Be satisfactory to the Village Board as to form, sufficiency, manner of execution, and surety.
 - 3. Identify a period of not less than one and no more than three years that the Planning Board deems appropriate within which required improvements must be completed.
- B. The applicant shall complete all required improvements to the satisfaction of the Code Enforcement Officer, who shall file with the Planning Board a letter signifying the satisfactory completion of all improvements required by the Planning Board. For any required improvements not so completed, the applicant shall file with the Village Clerk a performance bond or certified check covering the costs of such improvements and installations of any improvements not satisfactorily approved by the Code Enforcement Officer.

§ 212-4.3 PROPER INSTALLATION OF IMPROVEMENTS

- A. If the Code Enforcement Officer shall find, upon inspection of the improvements performed before the expiration date of the performance bond, that any of the required improvements have not been constructed in accordance with the plans and specifications filed by the applicant, a report identifying the noncompliance shall be submitted to the Village Board and Planning Board.

- B. The Village Clerk shall notify the applicant and if necessary, the bonding company, and take all necessary steps to preserve the Village's rights under the performance bond.
- C. No subsequent subdivision application shall be reviewed and/or approved by the Planning Board if the applicant is in default on a previously approved plat.

§ 212-4.4 PLAT VOID IF REVISED AFTER APPROVAL

- A. No changes, erasures, modifications, or revisions shall be made in any subdivision plat after approval has been given by the Planning Board and endorsed in writing on the plat, unless the plat is first resubmitted to the Planning Board and such modifications are approved in accordance with this law.
- B. If any subdivision plat is recorded without complying with this requirement, it shall be considered null and void, and the Planning Board shall institute proceedings to have the plat stricken from the records of the Monroe County Clerk.

§ 212-4.5 SUBDIVISION ABANDONMENT

The owner of an approved subdivision may abandon such subdivision pursuant to the provisions of Section 560 of New York State Real Property Tax Law.

ARTICLE 5

MINOR SUBDIVISIONS

§ 212-5.1 APPLICABILITY

- A. A minor subdivision shall contain no more than three lots with access to a common driveway or street and shall not involve the construction of new streets or extension of municipal utilities.
- B. A period of 12 consecutive months shall pass before the Planning Board will accept and review a minor subdivision application for property adjacent to a previously approved minor subdivision under the same ownership.
- C. Lot line adjustments shall be considered minor subdivisions under this law and subject to the same application and review procedures. The Planning Board is not required, however, to hold a public hearing on lot line adjustments, but may elect to do so if deemed appropriate.
- D. Approval of a minor subdivision plat shall constitute final plat approval.

§ 212-5.2 APPLICATION REQUIREMENTS

An application for minor subdivision shall include the following materials, as applicable. A licensed professional engineer or land surveyor shall prepare all plat materials unless otherwise approved by the Planning Board.

- A. Village of Pittsford subdivision application form, including the name and address of the applicant, owner of record, and seal(s) of the engineer or surveyor who prepared the plat materials.
- B. A minor subdivision plat drawn at a scale of forty feet to the inch (1" = 40') or such other scale as the Planning Board may deem appropriate, on standard 24" x 36" sheets, with continuation on 8 1/2" x 11" sheets as necessary for written information.
- C. A certified land survey showing the boundaries of the applicant's property under consideration in its current state plotted to scale with the north point, scale, and date clearly indicated.
- D. A minor subdivision plat shall indicate at a minimum, the following:
 - 1. Date, north point, map scale, name and address of record owner and applicant. The proposed subdivision name and location within the Village of Pittsford and Monroe County shall also be included.
 - 2. The name of all subdivisions immediately adjacent and the name of the owners of record of all adjacent property as disclosed by the most recent municipal tax records.
 - 3. The location of that portion which is to be subdivided in relation to the entire tract, and the distance to the nearest existing street intersection.
 - 4. The tax map sheet, block and lot numbers, if available.

5. All the utilities available within 300 feet of the property, and all streets which are mapped or built.
 6. The proposed pattern of lots (including lot width and depth) within the subdivided area, the total permitted lot count for the entire tract based upon the density standards in the Zoning Code and the number of lots created by the plat.
 7. All existing restrictions on the use of the land including easements, covenants, or land use regulatory boundary lines.
 8. An actual field survey of the boundary lines of the tract, giving complete descriptive data by bearing and distances, made on certified by a licensed land surveyor. The corners of tract shall also be located on the ground and marked by monuments as approved by the Village's Code Enforcement Officer, and shall be referenced and shown on the plat.
 9. All existing structures, wooded areas, streams, topography based on available USGS quadrangle maps and other significant physical features within the subdivision and 200 feet thereof.
- E. All proposed on site sanitation and water supply facilities shall be designed to meet the minimum specifications of the State Department of Health and Monroe County Health Department, and a letter to this effect issued from each applicable department shall be supplied.
- F. Any application for a subdivision plat located in or the property line of which is within 500 feet of a county-adopted, state certified agricultural district shall submit an agricultural data statement along with any other required submittals to assist the Planning Board in its review. Notice shall be sent to applicable property owners and the content of the agricultural data statement shall conform to the Agricultural and Markets Law Article 25-AA, Section 305-a.
- G. A copy of such covenants or deed restrictions as is intended to cover all or part of the tract.
- H. All New York State SEQR documentation as required by law.

ARTICLE 6

MAJOR SUBDIVISIONS

§ 212-6.1 APPLICABILITY

- A. The application for a major subdivision shall include all subdivisions not classified as a minor subdivision, including, but not limited to, subdivisions of four or more lots, or any size subdivision requiring new streets or extension of municipal utilities.
- B. Major subdivisions require two stages of review and approval. The applicant shall first submit a preliminary plat for review and approval per Section 212-6.2. Within six months of approval of the preliminary plat, the applicant shall submit a final plat in accordance with Section 212-6.4 incorporating all changes or modifications required by the Planning Board.

§ 212-6.2 PRELIMINARY PLAT APPLICATION

A preliminary plat application for a major subdivision shall include the following materials, as applicable. A licensed professional engineer or land surveyor shall prepare all plat materials unless otherwise approved by the Planning Board.

- A. All minor subdivision application requirements as listed in Article 5 of this law.
- B. Location of existing property lines, easements, buildings, watercourses, marshes, rock outcrops, wooded areas, and other significant existing features for the proposed subdivision and adjacent property.
- C. Contours with intervals of 10 feet or less as required by the Planning Board, including elevations on existing roads. Approximate grading plan if natural contours are to be changed more than two feet.
- D. The width and location of any streets or public ways or places shown on the Village's Official Map within the area to be subdivided, and the width, location, grades and street profiles of all streets or public ways proposed.
- E. The location of existing sewers, water mains, culverts and drains on the property, with pipe sizes, grades and direction flow.
- F. The approximate location and size of all proposed water lines, valves, hydrants, and sewer lines and fire alarm boxes. Connection to existing lines or alternate means of water supply or sewage disposal and treatment as provided in the NYS Public Health Law. Profiles of all proposed water and sewer lines are also required.
- G. Storm drainage plan indicating the approximate location and size of proposed lines and their profiles and connection to existing lines or alternate means of disposal.
- H. Plans and cross-sections showing the proposed location and type of sidewalks, lighting, street trees, curbs, water mains, sanitary sewers, storm drains, the character, width and depth of pavements and sub-base, and the location of manholes, basins and underground conduits.
- I. Preliminary designs of any bridges or culverts which may be required.

- J. All parcels of land proposed to be dedicated to public use and the conditions of such dedication.
- K. If the preliminary plat application covers only a part of the applicant's entire holding, a map of the entire tract, drawn at a scale of not less than 40 feet to the inch showing an outline of the platted area with its proposed streets and indication of the probable future street system with its grades and drainage in the remaining portion of the tract. The part of the applicant's entire holding submitted shall be considered in the light of the entire holdings.

§ 212-6.3 FINAL PLAT SUBMITTAL TIME RESTRICTION

- A. Within six months of the approval of preliminary plat the owner shall file with the Planning Board an application for approval of the subdivision plat in final form, including the completion of any modifications provided with the approval of the preliminary plat.
- B. If the final plat is not submitted within six months of the approval of the preliminary plat, the Planning Board may revoke the approval of the preliminary plat or grant an extension for periods of 90 days at a time upon written request of the applicant stating such reasons for an extension.

§ 212-6.4 FINAL PLAT APPLICATION

A final plat application for a major subdivision shall include the following materials, as applicable. A licensed professional engineer or land surveyor shall prepare all plat materials unless otherwise approved by the Planning Board.

- A. All major subdivision preliminary plat application requirements as listed in Section 212-6.2.
- B. The length and bearing of all straight lines, radii, length of curves and central angles of all curves, tangent bearing shall be given. All dimensions shall be shown in feet and decimals of a foot. The plat shall show the boundaries of the property, location, graphic scale and true north point.
- C. The plat shall also show by proper designation thereon all public open spaces for which deeds are included and those spaces title to which is reserved by the developer. For any of the latter, there shall be submitted with the subdivision plat copies of agreements or other documents showing the manner in which such areas are to be maintained and the provisions made thereof. All offers of cession and covenants governing the maintenance of unseeded open space shall bear the certificate of approval of the Village Attorney as to their legal sufficiency.
- D. Lots and blocks within a subdivision shall be numbered and lettered in alphabetical order in accordance with the prevailing Village practice.
- E. A stormwater pollution prevention plan (SWPPP) in conformance with the requirements of the NYS Department of Environmental Conservation (NYSDEC) technical standards and the State Pollution Discharge Elimination System (SPDES) Permit requirements. Additional information can be obtained from the NYSDEC Division of Environmental Permits.

- F. Construction drawings including plans, profiles and typical cross-sections, as required, showing the proposed location, size and type of streets, sidewalks, street lighting standards, street trees, curbs, water mains, sanitary sewers and storm drains, pavements and sub-base, manholes, catch basins and other facilities.
- G. Sufficient data to determine readily the location, bearing and length of every street line, lot line, boundary line, and to reproduce such lines upon the ground shall be provided. Permanent reference monuments shall be shown. When referenced to the state system of plane coordinates, they shall also conform to the requirements of the New York State Department of Public Works. Their location shall be noted and referenced upon the plat.

ARTICLE 7

GENERAL STANDARDS

§ 212-7.1 PRESERVATION OF EXISTING FEATURES

- A. Existing features which are important to the natural, scenic, and historic character of the Village or which add value to residential development such as large trees or groves, watercourses and falls, wetlands, historic sites, vistas, scenic corridors, and similar irreplaceable assets shall be preserved, insofar as possible, through harmonious designs of subdivisions.
- B. The Planning Board may impose restrictions designed to preserve such features, including the limitation of structures to designated building envelopes or the delineation of areas where building or site alternation is prohibited, as a condition of subdivision approval.
- C. When final grades have been established and construction activities have been completed, the property shall be suitably graded, and to the extent practicable, recovered with topsoil except that portion of the site covered by buildings or included in the roads.

§ 212-7.2 DRAINAGE IMPROVEMENTS

- A. **Stormwater Run-off.** Subdivisions shall be designed to minimize off site stormwater run-off by minimizing grading, cutting, and filling, by minimizing the use of impermeable surface materials on roads, driveways, and other improved area, by retaining existing vegetation, by using gently sloped vegetated swales, and by employing other non-structural or structural measures including retention or detention basins. The objective of such measures shall be to maintain or improve pre-development drainage conditions.
- B. **Drainage Structure to Accommodate Potential Development Upstream.** A culvert or other drainage facility shall, in each case, be large enough to accommodate potential runoff from its entire upstream drainage area, whether inside or outside the subdivision. The applicant's engineer shall review the design and size of such facilities, based on anticipated runoff from a 10-year storm under conditions of total potential development permitted by Village Zoning Code.
- C. **Responsibility from Drainage Downstream.** The applicant's engineer shall also study the effect of each subdivision on the existing downstream drainage facilities outside the area of the subdivision. Where it is anticipated that the additional runoff incident to the development of the subdivision will overload an existing downstream drainage facility during a five-year storm, the Planning Board shall notify the Village Board of such potential condition. In such case, the Planning Board shall not approve the subdivision until provision has been made for the improvement of said condition.

§ 212-7.3 VIEWSHED PRESERVATION

The Planning Board may require the modification of subdivision applications for the preservation of significant viewsheds as identified in adopted local plans and studies, such as the Pittsford Village Comprehensive Plan and Town and Village of Pittsford Local Waterfront Revitalization Program (LWRP), as well as the Village's historic building and site inventory.

§ 212-7.4 PUBLIC OPEN SPACE & PARKLAND REQUIREMENTS

- A. Public open space and/or parkland shall be provided at a rate of at least 20% of the total land area within a subdivision, unless otherwise adjusted and approved by the Planning Board. Such open space shall be comprised of contiguous, useable lands. Parkland and recreational areas may be considered as public open space for the purpose of fulfilling this requirement.
- B. The Planning Board may require that the applicant reserve natural areas, open spaces, environmentally sensitive or significant areas, or lands suitable for the development of a park, playground, or other recreational purpose in order to fulfill this requirement.
- C. Designation and use of such open space and parkland shall be based upon the Planning Board's consideration of the following factors:
 - 1. Consistency with the Village's adopted plans and studies with respect to environmental conservation and improving public use of and access to local green spaces, passive or active recreational areas, trails, and the Erie Canal waterfront;
 - 2. Significance of conditions necessitating the protection and preservation of natural resources, local habitats and native species, woodlots, and/or wetlands;
 - 3. Benefits to the health, safety, and general welfare of the public, relative to the cost burden placed upon the property owner and/or developer in preserving, maintaining, and/or programming such areas.
- D. Lands to be preserved as open space may be dedicated in fee to the Village or other such public agency or may remain in private ownership. For public open space that remains in private ownership, the Village may require the granting of an easement guaranteeing the public's right of access and use.
- E. The Village may require the property owner and/or developer to maintain all public open spaces and related facilities (and may require that bonding or other security be posted with the Village to guarantee maintenance) or may require payment of an in-lieu fee if the Village maintains the public open space and related facilities.
- F. If the applicant or their designee is to maintain public open spaces, prior to the issuance of any permits for construction, a bond or other approved security shall be posted guaranteeing such maintenance.
- G. Preservation and maintenance of all public open spaces and recreational facilities shall be guaranteed by a restrictive covenant describing the open space and its maintenance and improvements and running with the land as described in the approved subdivision plat.

§ 212-7.5 LOTS TO BE BUILDABLE

- A. The lot arrangement shall be such that buildable land area is available for future development in conformance with the Village of Pittsford Zoning Code (Chapter 210).
- B. No subdivision shall be permitted where, at the request of the Planning Board, the applicant fails to prove the existence of sufficient buildable land area for the proposed development. It shall be the responsibility of the applicant to obtain the information necessary to determine the size and adequacy of the buildable land area of a lot, including, but not limited to environmental surveys and assessments.

§ 212-7.6 UNDEVELOPED SUBDIVISIONS

The Village Clerk may contact by mail the property owners(s) of undeveloped subdivisions within the Village of Pittsford on file with the Monroe County Clerk's Office at the time of enactment of this law to inform them of the Planning Board's subdivision review authority. Said contact may also include an invitation to meet and discuss with the Planning Board the possible redesign and resubmittal of their subdivision in accordance with the standards and requirements of this law and NYS Village Law Section 7-728.

ARTICLE 8

ADMINISTRATION & ENFORCEMENT

§ 212-8.1 ADMINISTRATION & ENFORCEMENT

- A. **Administration.** This law shall be administered by the Clerk, Code Enforcement Officer, Planning Board, and Board of Trustees of the Village of Pittsford, as described herein.
- B. **Enforcement.** These regulations shall be enforced by the Code Enforcement Officer of the Village of Pittsford.

§ 212-8.2 VARIANCES & WAIVERS

- A. **Variances.** Where the Planning Board finds that extraordinary and unnecessary hardships result from strict compliance with these regulations, it may vary the regulations so that substantial justice may be done and the public interest secured; provided such variations will not have the effect of nullifying the intent and purpose of the Official Map, Pittsford Village Comprehensive Plan, or Village Zoning Code.
- B. **Waivers.** Where the Planning Board finds that, due to the special circumstances of a plat, the provision of certain required improvements is not requisite in the interest of the public health, safety and general welfare or is inappropriate because of inadequacy or lack of connecting facilities adjacent or in proximity to the proposed subdivision, it may waive such requirements subject to appropriate conditions.
- C. **Conditions on Variances and Waivers.** In granting variances and modifications, the Planning Board shall require such conditions as will, in its judgment, secure substantially the objectives of the standards or requirements so varied or modified.

§ 212-8.3 VIOLATION & PENALTIES

Pursuant to Article 16 of NYS Village Law, a violation of these regulations is declared to be a misdemeanor and is punishable by a fine not exceeding 500 dollars or imprisonment for a period not to exceed six months, or both. Each month of continued violation shall constitute a separate violation.

ARTICLE 9

DEFINITIONS

§ 212-9.1 WORD USAGE & INTERPRETATION

Except where specifically defined herein, all words used in this law shall carry their customary meanings. Words used in the present tense shall include the future tense, and the plural includes the singular, unless the natural construction of the term indicates otherwise.

- A. The term "shall" is mandatory and directory.
- B. The term "may" is permissive.
- C. The term "lot" includes the words "plot," "parcel," "tract," or "site."
- D. The term "building" includes the word "structure."
- E. When doubts arise as to meanings of terms, the Village of Pittsford Code Enforcement Officer shall define or make the interpretation of words, phrases, sentences and sections of this law.

§ 212-9.2 DEFINITIONS

For the purposes of this law, the following words and terms shall be defined as provided herein:

CODE ENFORCEMENT OFFICER — The duly designated Code Enforcement Officer of the Village of Pittsford, New York, to enforce the provisions of the New York State Uniform Fire Prevention and Building Code in the Village.

CONDITIONAL APPROVAL — Approval by the Planning Board of a plat subject to conditions set forth by the Board in a resolution conditionally approving such plat. Such conditional approval does not qualify a final plat for recording nor authorize issuance of any building permits prior to the signing of the plat by the Planning Board Chair and recording of the plat in the Monroe County Clerk's Office as herein provided.

MONROE COUNTY CLERK — The current elected official to the position of County Clerk for Monroe County, New York.

DRIVEWAY — A road providing a means of access from a street to a property or off-street parking area. A "common driveway" shall mean a single road providing a means of access from a street to two or more properties or off-street parking areas.

EASEMENT — The authorization by a property owner for the use by another, and for a specified purpose, of any designated part of his/her property.

ENGINEER OR LICENSED PROFESSIONAL ENGINEER — A person licensed as a professional engineer by the State of New York.

FINAL PLAT — A drawing prepared in a manner prescribed by this law that shows a proposed subdivision, containing in such additional detail as required by this law, and

any modifications required by the Planning Board at the time of approval of the preliminary plat.

FINAL PLAT APPROVAL — The signing of a plat in final form by the Planning Board Chair pursuant to a Planning Board resolution granting final approval to the plat or after conditions specified in a resolution granting conditional approval of the plat are completed. Such final approval qualifies the plat for recording in the Monroe County Clerk's Office.

LOT LINE ADJUSTMENT — A relocation of lot lines between two or more existing adjacent parcels, where the land taken from one parcel is added to an adjacent parcel, and where a greater number of parcels than originally existed is not thereby created.

MAJOR SUBDIVISION — Any subdivision not classified as a minor subdivision, including, but not limited to, subdivisions of four or more lots, or any size subdivision requiring any new street or extension of municipal facilities.

MINOR SUBDIVISION — Any subdivision containing not more than three lots fronting on an existing street, not involving the construction of any new street or road or the extension of municipal facilities. Lot line adjustments shall also be considered minor subdivisions under this law.

NYSDEC — The Department of Environmental Conservation of the State of New York.

OFFICIAL MAP — The map which may be established by the Village Board pursuant to NYS Village Law, showing streets, highways, parcels, and parks.

PLANNING BOARD — The Planning Board of the Village of Pittsford, New York.

PRELIMINARY PLAT — A drawing or drawings clearly marked "preliminary plat" showing the layout of a proposed subdivision including, but not restricted to, road and lot layout and approximate dimensions, topography and drainage, all proposed facilities un-sized, including preliminary plans and profiles, at suitable scale and in such detail as required by this law.

PRELIMINARY PLAT APPROVAL — The approval of the layout of a proposed subdivision as set forth in a preliminary plat, but subject to the approval of the plat in final form in accordance with the provisions of this law.

RESUBDIVISION — The joining of two or more tracts or parcels of land into a single lot, site, or other property of record with or without any streets or utilities thereon.

SEQRA — The State Environmental Quality Review Act of the State of New York.

SUBDIVISION — The division of a tract or parcel of land into two or more lots, sites, or other divisions with or without new street or utility construction. This shall include resubdivision and lot line adjustments.

SURVEYOR — A person licensed as a land surveyor by the State of New York.

VILLAGE BOARD — The Board of Trustees of the Village of Pittsford, New York.

UNDEVELOPED SUBDIVISION — Those subdivisions existing at the time of the enactment of this law that have been filed in the Monroe County Clerk's Office of which twenty percent (20%) or more of the lots within the plat are unimproved, unless existing conditions such as poor drainage, have prevented their development.



VILLAGE OF PITTSFORD NEW YORK

DRAFT JULY 12, 2019

-  Canal
-  Pittsford Village Historic (H) District
-  2015 Historic District, National Register
-  Local Waterfront Overlay (LWO)
-  Low Density Residential (LDR)
-  Medium Density Residential (MDR)
-  Mixed Residential (MR)
-  Limited Office Residential (LOR)
-  Village Gateway Business (VGB)
-  Village Center Business (VCB)
-  Traditional Downtown Design (TDD)
-  Mixed Use Erie Canal (MU-EC)
-  Mixed Use Office (MU-OF)
-  Open Space (OS)

