

Minutes of the Pittsford Town Board for March 27, 2025

**TOWN OF PITTSFORD
TOWN BOARD – SPECIAL MEETING
March 27, 2025**

Proceedings of a meeting of the Pittsford Town Board held on Thursday, March 27, 2025, at 6:00 P.M. local time in the Fisher Room of the Pittsford Community Library, 24 State Street, in person.

PRESENT: Supervisor William A. Smith, Jr., Councilmembers Naveen Havannavar, Cathy Koshykar, Stephanie Townsend, and Kim Taylor.

ABSENT: None.

ALSO PRESENT: Staff Members: Robert Koegel, Town Attorney; Paul Schenkel, Commissioner of Public Works; Renee McQuillen, Town Clerk; Kelly Eldred, Assistant to the Supervisor; Holly Jennings, Communications Assistant; Doug DeRue, Director of Planning, Zoning and Development; April Zurowski, Planning Assistant.

ATTENDANCE: Sixty members of the public along with two interpreters attended.

Supervisor Smith called the Town Board meeting to order at 6:00 P.M. and invited all to join in the Pledge to Flag.

CONTINUATION OF PUBLIC HEARING ON PROPOSED LOCAL LAW No. 1 of 2025

Supervisor Smith summarized the principal substantive changes in the proposed revised Zoning Code. The summary is appended to these minutes. The Supervisor then re-opened the public hearing begun at the Board's meeting on March 18, asking for any comments. Comments were made by Stacy Freid, Linda G, Alexandra Wood, Aaron B, Kelly Cline, Howard Silver, Rick Staffes, Clayton Baker, Marty Martina, Natalie and Pat Maley, Linda Langer, Katerina Newell, Kittie Pizzutelli, and Bill and Diane Wood. Following a final request for comments and hearing none, Supervisor Smith closed the public hearing.

LEGAL MATTERS

AMENDMENT TO RESIDENTIAL DESIGN STANDARDS AND GUIDELINES

Supervisor Smith proposed an amendment to the Residential Design Standards and Guidelines requested by members of the Town's Design Review and Historic Preservation Board. The amendment's purpose is to clarify that the Residential Design Standards and Guidelines are not to be ignored in considering wider varieties of home styles in new developments, but rather to encourage the DR&HPB to exercise greater flexibility in applying those standards to the new types of home styles contemplated in the Comprehensive Plan and in the revised Zoning Code. The Supervisor noted he had emailed the proposed amendment to all Town Board members the previous day. Supervisor Smith then moved for approval of the amendment, seconded by Councilmember Townsend, and voted on by members as follows: Ayes: Havannavar, Koshykar, Taylor, Townsend, and Smith. Nays: none.

The Resolution was declared carried as follows:

RESOLVED, that the second paragraph on page 2 of the proposed Residential Design Standards and Guidelines be amended by deleting the words at the end of the final sentence "*. . . that do not necessarily meet the specific standards of these guidelines*" and replacing them with the following: "*. . . , for which the Design Review and Historic Preservation Board is authorized and encouraged to exercise greater flexibility in applying these guidelines and standards*", thereby rendering the paragraph to read in its entirety as follows:

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“To further the goals of the Town’s Comprehensive Plan, the Design Review and Historic Preservation Board shall consider the type of neighborhood and architecture contemplated in the Planning Board’s subdivision/development approval process, specifically allowing for a wider variety of home styles for new developments, for which the Design Review and Historic Preservation Board is authorized and encouraged to exercise greater flexibility in applying these guidelines and standards.”

APPROVAL OF SEQRA RESOLUTION ISSUING A NEGATIVE DECLARATION OF PROPOSED LOCAL LAW No. 1 of 2025.

Supervisor Smith made a motion for the approval of the SEQRA resolution, seconded by Councilmember Townsend, and voted on by members as follows: Ayes: Havannavar, Koshykar, Taylor, Townsend, and Smith. Nays: none.

The Resolution was declared carried as follows:

WHEREAS, the Town Board has identified the need to update certain portions of Chapter 185 “Zoning” of the Town Code and certain portions of the Town’s “Residential Design Standards and Guidelines,” and to amend the Town’s Official Zoning Map accordingly, as set forth in proposed Local Law No. 1 of 2025 (the “proposed local law”); and

WHEREAS, after giving due consideration to the proposed local law, it was the considered opinion of all members of the Town Board who were present at a meeting held on February 26, 2025 that a public hearing should be held on March 18, 2025 to consider the proposed local law; and

WHEREAS, a single agency review of the SEQRA issues for the proposed local law by the Town Board was conducted; and

WHEREAS, a public hearing was held on March 18, 2025 and continued on March 27, 2025, at which times all interested parties wishing to speak on the proposed local law were heard; and

WHEREAS, a Long Environmental Assessment Form has been prepared and carefully reviewed by the Town Board and is submitted herewith; and

WHEREAS, the Long Environmental Assessment Form failed to identify any significant adverse environmental impacts associated with the proposed local law;

NOW, THEREFORE, be it

RESOLVED, that the Pittsford Town Board, upon consideration of all written and oral submissions, public comment, comment from appropriate agencies, as well as the Long Environmental Assessment Form, and upon having given this matter due deliberation and consideration, finds that the proposed local law, as aforesaid, updating certain portions of Chapter 185 “Zoning” of the Town Code and certain portions of the Town’s “Residential Design Standards and Guidelines”, and amending the Town’s Official Zoning Map accordingly will have no significant adverse impact on the environment; and be it further

RESOLVED, that the Town Board issues a Negative Declaration for the adoption of proposed Local Law No. 1 of 2025.

APPROVAL of LOCAL LAW No. 1 of 2025: COMPREHENSIVE UPDATE TO THE PITTSFORD TOWN CODE CHAPTER 185 “ZONING” AND THE TOWN “RESIDENTIAL STANDARDS AND GUIDELINES” AND AMENDING THE OFFICIAL ZONING MAP OF THE TOWN OF PITTSFORD

Supervisor Smith made a motion for the approval of Local Law No. 1 of 2025, seconded by Councilmember Townsend, and voted on by members as follows: Ayes: Havannavar, Koshykar, Taylor, Townsend, and Smith. Nays: none.

The Resolution was declared carried as follows:

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WHEREAS, true and correct copies of proposed Local Law No. 1 of 2025: Comprehensive Update to the Pittsford Town Code Chapter 185 "Zoning" and the Town "Residential Design Standards and Guidelines" and amending the Official Zoning Map of the Town of Pittsford, were placed upon the desks of all members of the Town Board of the Town Board, New York, more than seven (7) calendar days, exclusive of Sunday, prior to the 27th day of March, 2025; and

WHEREAS, there was duly published in a newspaper previously designated as an official newspaper for publication of public notices, and posted upon the bulletin board maintained by the Town Clerk pursuant to § 30(6) of the Town Law, (1) a notice of public hearing to the effect that the Town Board would hold a public hearing on the 18th day of March, 2025, at 6:00 P.M., Local Time, at the Pittsford Community Library, Pittsford, New York, on said Local Law No. 1 of 2025, and (2) a notice of public hearing to the effect that the Town Board would continue to hold a public hearing on the 27th day of March, 2025, at 6:00 P.M., Local Time, at the Pittsford Community Library, on said Local Law No. 1 of 2025; and

WHEREAS, the said public hearing was duly held on the 18th day of March, 2025, at 6:00 P.M., Local Time, and continued on the 27th day of March, 2025, at 6:00 P.M., Local Time, both at the Pittsford Community Library, Pittsford, New York, and all persons present were given an opportunity to be heard, whether speaking in favor of or against the adoption of said Local Law No. 1 of 2025; and

WHEREAS, subsequent to the closing of said public hearing, and after all persons interested had been heard, the Town Board considered the adoption of said Local Law No. 1 of 2025; and

WHEREAS, it was the decision of the Town Board that said Local Law No. 1 of 2025 should be adopted;

NOW, on a motion duly made and seconded, it was

RESOLVED, that Local Law No. 1 of 2025: Comprehensive Update to the Pittsford Town Code Chapter 185 "Zoning" and the Town "Residential Design Standards and Guidelines" and amending the Official Zoning Map of the Town of Pittsford, be adopted by the Town Board of the Town of Pittsford, New York, to read as submitted herewith; and it was further

RESOLVED, that within twenty (20) days subsequent to the 27th day of March, 2025, there shall be filed with the Secretary of State one certified copy of said Local Law No. 1 of 2025.

OTHER BUSINESS

Councilmember Townsend suggested that next year's town budget include funding for an additional Code Compliance Officer. The Supervisor noted that he is preparing a presentation to Town Board at an upcoming meeting to discuss new procedures and policies he and the Town's new Chief Code Enforcement Officer have put into place, including a new case tracking system, to assure effective compliance with the Town Code and effective code compliance operations. The Supervisor noted that he had just received, earlier that day, a report he had requested from the Chief Code Compliance Officer as part of his preparation for a Board briefing.

With no further business, the meeting adjourned at 6:39 P.M.

Respectfully submitted,

Renee McQuillen
Town Clerk

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Highlights of Pittsford's Revised Zoning Code

as proposed for adoption by Town Board

March 2025

1. *Residential neighborhoods.* Residential neighborhoods won't change. Neighborhoods of single-family homes will stay that way. As per existing Code, houses can't be modified to include a separate apartment, and the rule remains one house per lot.
2. *Attached Houses.* For new construction on currently unbuilt tracts, the revised Code gives broader scope for single-family attached houses, like Greenpoint Trail and Alpine Ridge. Would not apply to new construction in existing residential neighborhoods of single-family *detached* houses.
3. *Flexibility for Accessory Structures:* Setbacks for flag lots and corner lots have been reduced to allow for more flexibility when placing a shed, pool and pool equipment or other permitted accessory structure.
4. *Incentive Zoning:* The new Code builds into the existing Incentive Zoning law new provisions to encourage more moderately priced market-rate housing for people in or approaching retirement age.
5. *More Housing Variety:* The new Code allows for smaller lot sizes. It extends Incentive Zoning opportunities Town-wide, rather than restricted to one area as before. This can allow for greater density and thereby for housing priced more moderately than what has been available traditionally.
6. *Monroe Avenue Commercial Corridor:* The new Code offers a comprehensive vision for improving the Monroe Avenue commercial corridor. The goal is to create a mixed-use commercial district with a more village-like feel and of more walkable scale. To do this it provides for storefronts at the street and parking to their rear, with housing above the streetside storefronts. In addition to the mix of commercial and residential, the new Code provides for a greater variety of businesses, including micro-breweries and boutique hotels.
7. *Keeping Chickens:* The revised code permits keeping chickens, within reasonable limitations, on residential lots. Households keeping chickens must maintain a coop that must be sited at least 50 feet from neighboring property lines. Regulations for keeping bees have also been incorporated.
8. *Parking:* New parking regulations promote less asphalt and more landscaped islands in areas of redevelopment, as well as stronger guidelines for the provision of pedestrian connections in parking lots.
9. *Lighting:* New dark-sky lighting regulations protect residents from intrusive light from adjacent properties.
10. *Golf Courses:* Rezones golf courses so that, if a golf course closes and sells its land, density of any housing to be built will be substantially consistent with existing residential areas, with requirements for open space and buffering. This rezoning makes no changes to existing golf courses or their operations. It makes a difference only if a golf course goes out of business and sells the land for development.

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11. *Environmental Stewardship*: Encourages and provides compatibility guidelines for beneficial environmental practices and infrastructure such as solar energy systems, electrical vehicle charging stations, installation of geothermal and more.

These represent the substantive changes to the Zoning Code. Throughout the proposed new Code are changes in formatting such as consolidation of definitions for ease of reference; also revised citations to State law as necessary, clarifications where experience showed the existing Code to be ambiguous, deletions of outdated and/or obsolete provisions, and additions that accommodate new practices and resident preferences that have emerged since the last update in 2009.

Please remember that this is just a *summary*. The only complete description of all the changes that could affect our residents' use of their property is the Code itself. Those concerned about their particular circumstances should refer to the whole law or contact the Town's Planning Department at 248-6249. You can find the new Code in its entirety at:

<https://bartonloguidice.mysocialpinpoint.com/town-of-pittsford/final-draft-for-public-review>.

As it must, the proposed revised Zoning Code incorporates changes and resident preferences included in the Town's Comprehensive Plan. The Comprehensive Plan provides the basis for a legally enforceable Zoning Code.