

**TOWN OF PITTSFORD
PLANNING BOARD
JULY 14, 2025**

Minutes of the Town of Pittsford Planning Board meeting held on July 14, 2025, at 6:30PM local time. The meeting took place in the Lower-Level Meeting Room of Pittsford Town Hall, 11 S. Main Street.

PRESENT: Paul Alguire, John Halldow, John Limbeck, Dave Jefferson, Hali Buckley, Kevin Morabito

ABSENT: Paula Liebschutz

ALSO PRESENT: Doug DeRue, Director of Planning, Zoning, and Development; April Zurowski, Planning Assistant; Evan Harkin, Student Member; Kim Taylor, Town Board Liaison

ATTENDANCE: There were 10 members of the public present.

Chairman Halldow made a motion to call the meeting to order, seconded by Board Member Limbeck. Following a unanimous voice vote, the meeting opened at 6:30PM, none opposed.

CONTINUED APPLICATION:

Passero Associates, Pittsford Oaks Apartments
Final Site Plan

Chairman Halldow stated that this application has been deemed incomplete and there is no public hearing on the matter. He invited the applicant to address the Board.

Anthony Daniele, of 2851 Clover LLC, introduced the application. Danny Daniele, of 2851 Clover LLC; Andrew Burns, of Passero Associates; Shari Kleis, of Passero Associates; and Hans Lindenhovius, of Christa Construction; were also in attendance. Mr. A. Daniele stated that since the last Planning Board meeting, the applicant presented revised elevations to the Design Review & Historic Preservation Board (DRHPB) and members expressed positive feedback. Additional elevations will be provided to the DRHPB in August. He stated that the final site plan states that the apartment building will contain 171 total units. The final floor plans cannot be completed until the DRHPB finalizes the elevations. Mr. A. Daniele anticipates comments from Town staff and the review engineer soon.

Mr. Burns stated that the two stormwater ponds have been removed from the site plan in order to reduce the steep slopes at the northeast and southeast corners. Instead, an underground chamber has been added to the plans. He stated that the landscaping plan has been updated to show additional plantings and pollinator species and low-mow species have been added. He also showed revisions to the sidewalk alignment.

Chairman Halldow stated that he appreciates the cooperation with the DRHPB.

Board Member Limbeck asked the applicant to address technical comments and concerns with Town staff in the near future.

Board Member Morabito stated his support for the project.

Mr. DeRue stated that the plans were revised to show catch basins within the roadway of Tobey Village Road that drain into the private stormwater system. He expressed concern for public water entering a private system. He also asked the applicant to take a closer look at the lighting plan, as it seems the LED lights will not

distribute light evenly. He asked Mr. Burns to review the necessary easements, including those between Cloverwood Senior Living and Pittsford Oaks. Mr. Burns acknowledged these comments.

Mr. Burns asked if the applicant should note native species on the landscaping plan. Mr. DeRue confirmed.

CONTINUED HEARING:

Adelita's Mexican Cocina & Tequila – Outdoor Seating, 3349 Monroe Avenue (Pittsford Plaza)
Special Use Permit

Cesar Moreno, of Adelita's Mexican Cocina & Tequila, and Karl Postler, of Wilmorite Management Group LLC, introduced the application. Mr. Postler stated that proposed tables were removed from the west side of the building. Landscaping was added in front of the proposed patio area in order to alleviate the Board's concerns about landscaping removal.

Mr. DeRue noted that the number of tables and seats is incorrect on the plans. Ms. Zurowski asked if the area enclosed by the fence could be reduced to ensure the west side sidewalk can remain open. Mr. Postler and Mr. Moreno confirmed.

Chairman Halldow stated that there is an open public hearing on this matter and asked for public comment. Hearing none, Board Member Morabito motioned to close the public hearing, seconded by Board Member Limbeck, and approved by a unanimous voice vote, none opposed.

Chairman Halldow read the SEQRA and Special Use Permit resolutions, which were both unanimously approved.

OTHER DISCUSSION:

Chairman Halldow asked board members to prepare for a discussion of appointing a new Vice Chairperson at the next meeting.

The minutes of June 9, 2025, were approved following a motion by Board Member Alguire, seconded by Board Member Jefferson. Following a unanimous voice vote, the minutes were approved, none opposed.

Board Member Morabito motioned to close the meeting at 7:02, seconded by Board Member Limbeck, and approved by a unanimous voice vote, none opposed.

Respectfully submitted,

April Zurowski
Planning Assistant

OFFICIAL MINUTES ARE ON FILE IN THE OFFICE OF THE PLANNING DEPARTMENT

**TOWN OF PITTSFORD
PLANNING BOARD
SEQRA RESOLUTION
Adelita's Mexican Cocina & Tequila – Outdoor Seating
Special Use Permit
3349 Monroe Avenue (Pittsford Plaza)
Tax Parcel #150.12-1-18**

WHEREAS Adelita's Mexican Cocina & Tequila, as agent for Wilmorite Management Group LLC, has made application for Special Use Permit approval for the addition of outdoor seating at 3349 Monroe Avenue (Pittsford Plaza), with application materials received April 30, 2025, and amended July 7, 2025; and

WHEREAS this is an Unlisted Action pursuant to SEQRA and the Planning Board has conducted a single agency review; and

WHEREAS a Part I Short EAF was submitted by the applicant and the Planning Board has completed a Part II Short EAF, attached hereto; and

NOW, THEREFORE, upon careful and deliberate consideration by the Planning Board, of all written and oral submissions and testimony by the applicant, appropriate agencies, the public, and the Planning Board having given this matter due deliberation and consideration; it is

RESOLVED, that the Planning Board finds that the proposed action will not have any significant adverse impact on the environment, and accordingly, hereby grants a negative declaration pursuant to the State Environmental Quality Review Act based upon the following Findings of Fact:

FINDINGS OF FACT

1. This application proposes the creation of outdoor seating to an existing restaurant, Adelita's Mexican Cocina & Tequila, within the existing main building at 3349 Monroe Avenue (Pittsford Plaza). A portion of the existing landscaped area will be removed to expand the existing sidewalk for patio space.
2. The Planning Board has considered possible environmental impacts associated with the application and completed a Short Part II EAF which did not identify significant impacts, attached hereto.
3. The applicant submitted responses to Town Code §185-174 Determination of Impact and the Planning Board has reviewed the applicant's responses to evaluate potential impacts to the plaza and Monroe Avenue corridor and the Board has concluded that the proposed outdoor seating will not adversely impact the neighborhood or district.

CONCLUSION

The Planning Board finds that the proposed action will not have any significant adverse impact on the environment, and accordingly, hereby grants a negative declaration pursuant to the State Environmental Quality Review Act.

The within Resolution was motioned by Planning Board Member Hali Buckley, seconded by Planning Board Member John Limbeck, and voted upon by members of the Planning Board as follows:

Paul Alguire	Aye
David Jefferson	Aye
Paula Liebschutz	Absent
Hali Buckley	Aye
Kevin Morabito	Aye
John Limbeck	Aye
John Halldow	Aye

Adopted by the Planning Board on July 14, 2025.

April Zurowski
Planning Assistant

617.20
Appendix B
Short Environmental Assessment Form

Instructions for Completing

Part 1 - Project Information. The applicant or project sponsor is responsible for the completion of Part 1. 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.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 - Project and Sponsor Information			
Cesar Moreno			
Name of Action or Project: Adelita's Pittsford Patio			
Project Location (describe, and attach a location map): 3349 Monroe Ave Suite 1, outside of the Adelita's restaurant			
Brief Description of Proposed Action: Remove the bushes in front and to the sides to make a patio for customers to dine outside.			
Name of Applicant or Sponsor: Cesar Moreno		Telephone: (617) 893-0343 E-Mail: AdelitasMexican@Outlook.com	
Address: 3349 Monroe Ave Suite 1			
City/PO: Rochester	State: NY	Zip Code: 14618	
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.		NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval:		NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>
3.a. Total acreage of the site of the proposed action? _____ acres b. Total acreage to be physically disturbed? _____ 0 acres c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ 0 acres			
4. Check all land uses that occur on, adjoining and near the proposed action. <input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input checked="" type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban) <input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other (specify): _____ <input type="checkbox"/> Parkland			

5. Is the proposed action, a. A permitted use under the zoning regulations?	NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>	N/A <input type="checkbox"/>
b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>	
b. Are public transportation service(s) available at or near the site of the proposed action?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Are any pedestrian accommodations or bicycle routes available on or near site of the proposed action?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: _____	NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: _____	NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____	NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>	
12. a. Does the site contain a structure that is listed on either the State or National Register of Historic Places?	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>	
b. Is the proposed action located in an archeological sensitive area?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>	
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input checked="" type="checkbox"/> Urban <input type="checkbox"/> Suburban			
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>	
16. Is the project site located in the 100 year flood plain?	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>	
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, a. Will storm water discharges flow to adjacent properties? <input type="checkbox"/> NO <input type="checkbox"/> YES b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe: <input type="checkbox"/> NO <input type="checkbox"/> YES	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>	

18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)? If Yes, explain purpose and size: _____	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE Applicant/sponsor name: <u>Cesar Moreno</u> Date: <u>4-22-25</u> Signature: <u>Cesar Moreno</u>		

Short Environmental Assessment Form

Part 2 - Impact Assessment

Part 2 is to be completed by the Lead Agency.

Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

	No, or small impact may occur	Moderate to large impact may occur
1. <u>Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. <u>Will the proposed action result in a change in the use or intensity of use of land?</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. <u>Will the proposed action impair the character or quality of the existing community?</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. <u>Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. <u>Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. <u>Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

7. Will the proposed action impact existing: a. public / private water supplies?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. public / private wastewater treatment utilities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11. Will the proposed action create a hazard to environmental resources or human health?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Short Environmental Assessment Form ***Part 3 Determination of Significance***

For every question in Part 2 that was answered “moderate to large impact may occur”, or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

<input type="checkbox"/>	Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.
<input type="checkbox"/>	Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.
_____	_____
Name of Lead Agency	Date
_____	_____
Print or Type Name of Responsible Officer in Lead Agency	Title of Responsible Officer
_____	_____
Signature of Responsible Officer in Lead Agency	Signature of Preparer (if different from Responsible Officer)

**TOWN OF PITTSFORD
PLANNING BOARD
RESOLUTION
Adelita's Mexican Cocina & Tequila – Outdoor Seating
Special Use Permit
3349 Monroe Avenue (Pittsford Plaza)
Tax Parcel #150.12-1-18**

WHEREAS Adelita's Mexican Cocina & Tequila, as agent for Wilmorite Management Group LLC, has made application for Special Use Permit approval for the addition of outdoor seating at 3349 Monroe Avenue (Pittsford Plaza), with application materials received April 30, 2025, and amended July 7, 2025; and

WHEREAS this is an Unlisted Action pursuant to SEQRA and as the only involved agency the Planning Board conducted a single agency review and granted a negative declaration on July 14, 2025; and

WHEREAS, a public hearing was duly advertised and held on June 9, 2025, and continued through July 14, 2025, at which time it was closed, and public comment was incorporated into the public record; and

NOW, THEREFORE, upon consideration by the Planning Board, of all written and oral submissions and testimony by the applicant, appropriate agencies, and the public, the Planning Board having given this matter due deliberation and consideration; it is

RESOLVED, that the Planning Board of the Town of Pittsford grants Special Use Permit approval based upon the following Findings of Fact and subject to compliance with the following Conditions of Approval:

FINDINGS OF FACT

1. This application proposes the creation of outdoor seating to an existing restaurant, Adelita's Mexican Cocina & Tequila, within the existing main building at 3349 Monroe Avenue (Pittsford Plaza). A portion of the existing landscaped area will be removed to expand the existing sidewalk for patio space.
2. The applicant submitted responses to Town Code §185-174 Determination of Impact and the Planning Board has reviewed the applicant's responses to evaluate potential impacts to the plaza and Monroe Avenue corridor and the Board has concluded that the proposed outdoor seating will not adversely impact the neighborhood or district.
3. Recent observations have shown that parking in the plaza is sufficient, but at peak times parking may only be available in less than convenient locations. The proposed use may generate increased parking generation that coincide with existing peak periods.

CONDITIONS OF APPROVAL

1. Subject to compliance with or resolution to the DRC comments dated June 2, 2025, and the applicant's written responses dated June 6, 2025, unless otherwise specified herein.
2. Outdoor seating is limited to 5 tables and a total of 25 seats. Further expansion will require additional review.
3. Pedestrian access to the existing sidewalk along the front of the building must be retained following the patio expansion.
4. Proposed fencing must meet the requirements of the New York State Liquor Authority. Correspondence or approval notification should be shared with the Town.

5. The proposed gate must open in the direction of egress and must be self-closing and self-latching. If the gate is proposed to be lockable, it should be equipped with panic hardware. The gate must remain unlocked during patio hours of operation.
6. A building permit will be required from the Building Department. This should be issued prior to demolition or construction of the proposed outdoor patio.
7. The applicant has submitted a revised plan dated July 7, 2025, which includes a total of 32 new plantings. This plan has been deemed reasonably consistent with the previously approved landscaping plan for the site.

The within Resolution was motioned by Planning Board Member Kevin Morabito, seconded by Planning Board Member Hali Buckley, and voted upon by members of the Planning Board as follows:

Paul Alguire	Aye
David Jefferson	Aye
Paula Liebschutz	Absent
Hali Buckley	Aye
Kevin Morabito	Aye
John Limbeck	Aye
John Halldow	Aye

Adopted by the Planning Board on July 14, 2025.

April Zurowski
Planning Assistant