

**TOWN OF PITTSFORD
PLANNING BOARD
FEBRUARY 10, 2025**

Minutes of the Town of Pittsford Planning Board meeting held on February 10, 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: Kevin Morabito, Paul Alguire, John Halldow, John Limbeck, Paula Liebschutz, Hali Buckley, Dave Jefferson

ABSENT:

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 5 members of the public present.

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

CONTINUED HEARING:

Thornton Engineering LLP, Warfle Subdivision
Preliminary/Final Subdivision

Steve Warfle and Suzanne Wolf, owners of 74 East Park Road, re-introduced the application. Mr. Warfle stated that he received the draft resolution and has no opposition.

Chairman Limbeck stated that this application has an open public hearing and requested public comment. Hearing none, Chairman Limbeck motioned to close the public hearing, seconded by Board Member Morabito; all ayes, none opposed.

Chairman Limbeck read the SEQRA and Preliminary/Final Site Plan resolutions, both unanimously approved.

NEW HEARING:

Mitchell Design Build, Cubesmart Drive Thru (900 Linden Avenue)

Brad Humberstone, of Mitchell Design Build, introduced the application. Mr. Humberstone stated that this project includes construction of a second drive thru lane for Cubesmart Self-Storage, the former Sentry Safe. The drive thru will utilize two existing loading docks. There is a tight exit, so the turn will begin inside the building. Minimal regrading and site work is proposed. No additional impervious coverage is proposed.

Chairman Limbeck asked if the building is open 24/7. Mr. Humberstone confirmed and stated that a code is required to enter.

Board Member Alguire asked if the building has a fire alarm and exhaust fan. Mr. Humberstone confirmed.

Chairman Limbeck stated that the applicant's responses to the DRC report were received, and that the applicant should work out technical details with Town staff.

APPROVED MINUTES 021025

Chairman Limbeck motioned to open the public hearing, seconded by Vice Chairman Halldow; all ayes, none opposed. Chairman Limbeck asked for public comment. Hearing none, he stated that the hearing will remain open.

OTHER DISCUSSION:

The minutes of January 27, 2025, were approved following a motion by Chairman Limbeck, seconded by Board Member Alguire. Following a unanimous voice vote, the minutes were approved, none opposed.

Chairman Limbeck motioned to close the meeting at 6:42PM, seconded by Board Member Liebschutz, and was 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
Warfle Subdivision
Preliminary/Final Subdivision
74 East Park Road
Tax Parcel #150.20-2-65**

WHEREAS Thornton Engineering LLP, as agent for Stephen Warfle and Suzanne Wolf, of 74 East Park Road, has made application for Preliminary/Final Subdivision approval for a 2-lot subdivision to include one existing home at 74 East Park Road and one new home, with application materials received November 14, 2024; 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, and 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 to split the 1.5-acre parcel addressed as 74 East Park Road into a 0.578-acre parcel with the existing home and a 0.922-acre vacant buildable lot.
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 total site disturbance is 0.49 +/- acres for the proposed addition and associated site work. A SWPPP was not required.
4. This lot falls within the Circles and Squares Map's Archeological Buffer Area. Given the proposed home will disturb less than ½ acre, and its proximity to the Erie and former Barge Canal, the Board feels that no archeological investigation of the site is warranted.

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 Chairman Limbeck, seconded by Planning Board Member Buckley, and voted upon by members of the Planning Board as follows:

Paul Alguire

Aye

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

Adopted by the Planning Board on February 10, 2024.

April Zurowski
Planning Assistant

617.20
Appendix B
Short Environmental Assessment Form

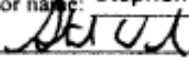
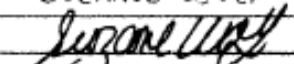
Instructions for Completing

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			
Name of Action or Project: Warfle Subdivision			
Project Location (describe, and attach a location map): 74 East Park Road, Town of Pittsford, NY (T.A.N.150.20-2-65			
Brief Description of Proposed Action: Subdivision of the existing 1.500 acre parcel to create a new 0.922 acre parcel for construction of a single family residence for the owner's use.			
Name of Applicant or Sponsor: Stephen Warfle		Telephone: (585) 233-1436	
		E-Mail: s.warfle@insitesoftware.com	
Address: 74 East Park Road			
City/PO: Pittsford		State: NY	Zip Code: 14534
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 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: MCWA water service approval			NO <input type="checkbox"/> YES <input checked="" type="checkbox"/>
3.a. Total acreage of the site of the proposed action?		_____ 1.5 acres	
b. Total acreage to be physically disturbed?		_____ 0.5 acres	
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?		_____ 1.5 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 type="checkbox"/> Commercial <input checked="" type="checkbox"/> Residential (suburban) <input checked="" type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input checked="" type="checkbox"/> Aquatic <input type="checkbox"/> Other (specify): _____ <input checked="" type="checkbox"/> Parkland			

5. Is the proposed action, a. A permitted use under the zoning regulations?	NO	YES	N/A
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<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	YES	
	<input type="checkbox"/>	<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	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	NO	YES	
	<input checked="" type="checkbox"/>	<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	YES	
	<input type="checkbox"/>	<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	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____	NO	YES	
	<input type="checkbox"/>	<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? b. Is the proposed action located in an archeological sensitive area?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input checked="" 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? 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: _____	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	<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 checked="" type="checkbox"/> Wetland <input type="checkbox"/> Urban <input checked="" 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	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
16. Is the project site located in the 100 year flood plain?	NO	YES	
	<input checked="" type="checkbox"/>	<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 checked="" 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 checked="" type="checkbox"/> YES	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
storm runoff will continue to sheet drain to the southwest			

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: _____ State superfund program site 828056 (NYSDOT Pittsford-Monroe Avenue) - site does not adjoin subject parcel and is located north of the canal in between the subject parcel and Monroe Avenue	NO	YES
	<input type="checkbox"/>	<input checked="" type="checkbox"/>
I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE		
Applicant/sponsor name: Stephen Warfle SUZANNE WOLF Date: 11/13/24		
Signature:  		

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

- 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.
- 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.

Town of Pittsford Planning Board

Name of Lead Agency

Date

John Limbeck

Planning Board Chairman

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)

February 10, 2025

**TOWN OF PITTSFORD
PLANNING BOARD
RESOLUTION
Warfle Subdivision
Preliminary/Final Subdivision
74 East Park Road
Tax Parcel #150.20-2-65**

WHEREAS Thornton Engineering LLP, as agent for Stephen Warfle and Suzanne Wolf, of 74 East Park Road, has made application for Preliminary/Final Subdivision approval for a 2-lot subdivision to include one existing home at 74 East Park Road and one new home, with application materials received November 14, 2024; 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 February 10, 2025; and

WHEREAS, a public hearing was duly advertised and held on January 13, 2025, and continued through February 10, 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 Preliminary/Final Subdivision 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 to split the 1.5-acre parcel addressed as 74 East Park Road into a 0.578-acre parcel with the existing home and a 0.922-acre vacant buildable lot. The property is zoned Residential Neighborhood (RN). Per Town Code Section 185-18, subdivision potential of a lot without the creation of a new public or private road shall be determined based on its context to its adjacent lots. Using this code section calculation, the minimum lot size requires 0.38 acres. Both proposed lots will be larger than the minimum.
2. As proposed, disturbances will not be in excess of one acre. Therefore, a SWPPP is not required, but erosion and sediment control measures should be noted on the grading plan.
3. The NYS Canal Corporation (NYSCC) was contacted regarding the "NYS Canal Overflow or Flooding Area per L95 M P74" area that covers almost half of the existing lot. David Boshart, of NYSCC, stated in an email on March 8, 2022, that the group has authority to flood the property for canal purposes and that the owner may construct within this area at his/her own risk. Mr. Boshart stated, "...the Canal Corp does not object to the owner of the property building a new home on it."
4. The existing undeclared walking path extending from East Park Road to the Erie Canal is currently a "herd path" and provides an easily accessible method for residents in the Long Meadow Neighborhood to connect to the Erie Canal recreational path. In the future, the Town may pursue an easement to formalize this trail. At this time, the property owner has not agreed to granting trail easement.

CONDITIONS OF APPROVAL

1. Subject to compliance with or resolution to the DRC comments dated January 8, 2025, and the applicant's written responses dated January 25, 2025, unless otherwise specified herein.
2. Subject to compliance with or resolution to the Monroe County DRC comments dated January 10, 2025, and the applicant's written responses dated January 13, 2025, unless otherwise specified herein.
3. Proposed cut and fill calculations shall be provided for review prior to Planning Board signature.
4. The Town Sewer Department must be contacted for a sanitary sewer connection permit and inspection. The existing lot is included in the Pittsford Sewer District Extension 45 and therefore the new home will be included as well.
5. Building and demolition permits are required from the Town of Pittsford Building Department prior to any demolition or construction of structures on the site.
6. The new home will be subject to Design Review & Historic Preservation Board approval.
7. The Town's standard recreation fund fee is applicable for the new home. This fee is currently \$1,000.00 and is collected upon the issuance of a building permit.
8. Subject to applicable regulatory approvals including but not limited to: Monroe County Water Authority, Rochester Gas & Electric, New York State Canal Corporation, and the Department of Public Works.

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

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

Adopted by the Planning Board on February 10, 2025.

April Zurowski
Planning Assistant