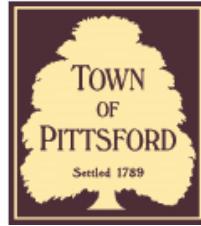


SUPERVISOR
William A. Smith, Jr.



COUNCIL MEMBERS
Kim Taylor, Deputy Supervisor
Naveen Havannavar
Cathy Koshykar
Stephanie Townsend

Town Board Agenda
Town Hall – 11 S. Main Street, Pittsford – Lower Level
Wednesday, February 26, 2025 – 6:00 PM

Call to Order

Pledge of Allegiance

Minutes

Approval of Minutes of the Meeting of February 4, 2025

Legal Matters

Public Comment
Set Public Hearing for proposed revision of Town Zoning Code

Operational Matters

Public Comment
Amendment to the Agreement to Extend NYS – DOT Snow and Ice Contract
Renewal of Field Use Agreement with Pittsford Central School District

Recreational Matters

Public Comment
Community Events Vendor Contracts
Community Festivals – Temporary Access Licenses
Conference Attendance

Financial Matters

Public Comment
Budget Transfers
Vouchers

Personnel Matters

Public Comment
Hiring Resolution
Volunteer Board Appointments

Other Business

Public Comment

Adjournment

PUBLIC MEETINGS OF THE TOWN BOARD are IN-PERSON at TOWN HALL

ATTENDING IN PERSON

Comments:

As always, comments are open to Pittsford residents, owners of property in the Town who pay Town taxes, owners of businesses in the Town, attorneys or agents designated by a resident to speak on the resident's behalf. To comment you must sign in at the sign-in desk.

VIEWING FROM HOME

1. Live

The Town Board meeting will stream live through our cable access station's streaming portal. Please use the following link:

<https://videoplayer.telvue.com/player/FcqTL0OYMCGU6WlccUApvUL3twz4dm9V/stream/819?fullscreen=false&showtabssearch=true&autostart=true>

You can watch on any computer, tablet, smart phone or web capable TV. If you log in before the meeting starts and see an error message, refresh your screen at 6:00 pm when the board meeting starts and you can view the meeting live while it is happening.

Comments:

Comments are open to Pittsford residents, owners of property in the Town who pay Town taxes, owners of businesses in the Town, attorneys or agents designated by a resident to speak on the resident's behalf.

- at any time before 2:30pm on the day of the meeting (a) by email to comments@townofpittsford.org; (b) by submitting it in writing, through the drop slot to the right of the front door at Town Hall (11 South Main Street); or (c) by U.S. Mail to the Town Clerk, for receipt no later than 2:30 pm on the day of the meeting;
and, in addition,
- at any time ***during*** the meeting by email to comments@townofpittsford.org
- All comments submitted should **include the name and street address** of the commenter. Comments from residents will be read by the Town Clerk at the appropriate point of the meeting. The Clerk will read your name, but not your street address unless you ask for it to be read.

2. On-Demand Video

As always, video will be uploaded to our cable access station's streaming portal subsequent to the meeting, usually within a few days. It is available on demand. You can see it here:

<https://videoplayer.telvue.com/player/FcqTL0OYMCGU6WlccUApvUL3twz4dm9V/stream/690?fullscreen=false&showtabssearch=true&autostart=true>

Minutes of the Pittsford Town Board for February 4, 2025

DRAFT
TOWN OF PITTSFORD
TOWN BOARD
February 4, 2025

Proceedings of a meeting of the Pittsford Town Board held on Wednesday, February 4, 2025, at 6:00 P.M. local time in the Lower-Level Meeting Room of Town Hall, 11 South Main 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; Renee McQuillen, Town Clerk; Jessie Hollenbeck, Recreation Director; Kelly Eldred, Assistant to the Supervisor; Angel Martinez, IT Director; Holly Jennings, Communications Assistant; Spencer Bernard, Chief of Staff.

ATTENDANCE: Eleven members of the public along with an interpreter 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.

SUPERVISOR'S ANNOUNCEMENTS

Supervisor Smith reminded everyone that the next Town Board meeting would be on Wednesday, February 26, 2025, at 6:00 PM, rather than February 18, 2025, as originally scheduled.

The Recreation Department is hosting the Town's annual Sweetheart Dance this Friday, February 7 from at the Spiegel Center.

The Supervisor acknowledged February as Black History Month and recommended Town events related to it that can be found on the schedule at the library's website.

COMMENDATION OF GEORGE DOUNCE

The Town Board recognized long-time Zoning Board of Appeals Chairman George Dounce for his more than 30 years of service to the Town of Pittsford, on the Zoning Board, the Comprehensive Plan Committee, the Town Historic Preservation Board and in other capacities. Supervisor Smith presented Mr. Dounce with a Commendation of the Board signed by all Board members.

MINUTES OF THE JANUARY 21 MEETING APPROVED

A Resolution to approve the minutes of the Town Board meeting of January 21, 2025, was offered by Councilmember Townsend, seconded by Councilmember Havannavar, 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 Minutes of the January 21, 2025, Town Board meeting are approved.

LEGAL MATTERS

CONSENT TO ASSIGNMENT OF TOWN WEBSITE MANAGEMENT CONTRACT

Supervisor Smith made a motion to authorize the Town's consent to assignment of the contract between the Town and its current website management contractor to a successor contractor. The motion was seconded by Deputy Supervisor Taylor 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 Town Board authorize the Town Supervisor to execute a letter consenting to the assignment by Commerce and Catalog, Inc., the contractor for the Town's website management to SPECBEE as successor contractor, in substantial conformance with the terms of the form submitted herewith.

RECREATIONAL MATTERS

SPRING 2025 RECREATION PROGRAMS

A motion from Deputy Supervisor Taylor to approve the 2025 spring programming through the Recreation Department, was seconded by Councilmember Havannavar, and voted on as follows: Ayes: Havannavar, Koshykar, Taylor, Townsend, and Smith. Nays: none.

The Resolution was declared carried as follows:

RESOLVED, that the Town Board authorize the Town Supervisor to sign instructor contracts as required for the Recreation Department's 2025 spring programs.

2025 COMMUNITY EVENTS SCHEDULE APPROVAL

Councilmember Havannavar motioned to approve the proposed 2025 Community Events Schedule, Deputy Supervisor Taylor seconded, and it was 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 Town Board approve the proposed 2025 Community Events schedule.

2025 COMMUNITY EVENTS APPROVAL OF BAND CONTRACTS

Councilmember Townsend made a motion to authorize the Supervisor to sign band contracts for the 2025 community events season, seconded by Deputy Supervisor Taylor, 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 Town Board authorize the Town Supervisor to sign contracts with the aforementioned bands, which fall within the Recreation Department's 2025 community events expense budget.

Paddle & Pour

Saturday, May 24, 2025, 12:00pm-10:00pm

Band Name	Cost	Time of Performance
Bob and Rick Music	\$150	12:00-1:30pm
Son Henry	\$800	2:00-3:30pm
Grove Street Band	\$450	4:00-5:30pm
The Swooners	\$1,500	6:00-7:30pm
Shine	\$2,500	8:00-10:00pm

Minutes of the Pittsford Town Board for February 4, 2025

Memorial Day Parade

Monday, May 26, 2025, 10:00am

Band Name	Cost
Pittsford Fire Department Band	\$0
Prime Time Brass	\$1,500
East Ridge High School	\$1,500
Towpath Volunteer Fife and Drum Corps	\$950
ROC City Guardians Pipes & Drums	\$850
Hitmen Brass Band	\$1,200

Summer Concert Series

Fridays, 6:30pm-8:00pm

Date	Band Name	Cost
6/6/2025	Pittsford Mendon and Sutherland Jazz Ensembles	\$0
6/13/2025	Beatles ROC	\$1,000
6/20/2025	A Girl Named Genny	\$1,500
6/27/2025	JUMBOshrimp	\$1,400
7/11/2025	198th Army Band	\$0
7/18/2025	Europa	\$1,500
7/25/2025	Frank Torchio and the Scarbrough Orchestra	\$800
8/1/2025	Claudia Hoyser	\$2,000
8/8/2025	Deepak Thettu	\$1,250
8/15/2025	Pittsford Fire Department Band	\$500
8/22/2025	The Downtown Men	\$1,400

Summer Concerts for Kids

Wednesdays, 6:30pm-7:30pm

Date	Band Name	Cost
7/16/2025	John Dady and John Ryan	\$800
7/30/2025	Mr. Loops	\$500
8/13/2025	Mike Kornrich	\$650

Main Street Food Truck and Music Fest

Saturday, September 13, 2025, 12:00pm-9:00pm

Band Name	Cost	Time of Performance
Six String Sax	\$500	12:00-1:00pm
Paul Strowe	\$400	1:30-2:30pm
Hey Mabel	\$700	3:00-4:30pm
Big Eyed Phish	\$2,500	5:00-6:30pm
M80s	\$2,700	7:00-9:00pm

PERSONNEL MATTERS

HIRING/PERSONNEL ADJUSTMENTS APPROVED

A Resolution to approve the recommendations for new hires and status and/or salary changes was offered for approval by Supervisor Smith, seconded by Deputy Supervisor Taylor, and voted on by members as follows: Ayes: Havannavar, Koshykar, Taylor, Townsend, and Smith. Nays: none.

The Resolution was declared passed as follows:

RESOLVED, that the Town Board approves the appointment for the following employee(s):

Minutes of the Pittsford Town Board for February 4, 2025

The following employee(s) are recommended as a new hire based on the recommendation of the Functional Coordinator(s) for these areas:

Name	Dept	Position	Rate	Date of Hire
Quint Husted	Town Court	Security – PT	\$30.00	02/06/2025
Clare Harrison	Library	Library Page	\$15.50	02/06/2025

This is subject to completion of the proper reviews and background checks for these candidates and appropriate sign off by the Town Board representative.

The following employee(s) is recommended for a status change and/or salary change due to a change in status.

Name	Position	Reason	Rate	Effective Date:
Alexandra Sippel	Rec Asst	Group Leader	\$16.64	01/20/2025
Anthony Caruso	Fire Marshal	Replacement	\$46.70	02/10/2025
William Zink	Building Inspect	Salary Adjustment	\$37.91	02/10/2025

OTHER BUSINESS

Supervisor Smith updated the Board on finalizing the revised Zoning Code. The Consultants expect to submit to Town staff by February 11 the complete draft revision of the Zoning Code, comprising the section-by-section revisions reviewed and proposed by the Town Board. Subject to that receipt date the Town would submit the revised Code draft to Monroe County Planning Department for its review by February 14, to Town Board members by February 17 and to the public by way of the Town website on the same date. This would permit setting the public hearing for the March 18 Town Board meeting, which the Board could set at its next meeting on February 26. In subsequent discussion it was noted that the hearing could be held open to a subsequent meeting date in order to permit the Board to evaluate comments from the public hearing prior to a vote to approve the revised Zoning Code.

Councilmember Townsend advised that the Environmental Board supports the plan proposed by Color Pittsford Green for removing invasive species at the DeBlase Green Space, as discussed in a recent Town Board meeting. Supervisor Smith commented he would notify Jess Neal in the Parks Department to move forward. Councilmember Townsend also inquired if there were updates from the Monroe County Sheriff's Office regarding the assignment of new Sheriff's deputies to Zone A. Supervisor Smith noted his upcoming meeting with the Zone A Captain and that he would obtain this information for the Board.

Deputy Supervisor Taylor asked where the County ARPA funding stood and if there were updates regarding the possibility of additional availability of state funding. Chief of Staff Spencer Bernard noted that he is in contact with the State to support the Governor's proposal for additional ADA funding for playgrounds and is now drafting a letter to that effect. He noted that Staff is looking for direction from Board about whether to proceed with replacing the Kings Bend playground. Staff will proceed to gather pricing information for various options for the playground, for the Board to review at a future meeting. Councilmember Townsend noted the possibility of engaging Assemblymember Lunsford in seeking additional State funding. The Chief of Staff will do so once the Town has obtained the cost information.

Chief of Staff Bernard also mentioned that the Supervisor has been in discussion with the Perinton Supervisor about continuing the Thornell Road sidewalk from its eastward termination point to Jefferson Road at Bushnell's Basin. In addition, the Chief of Staff is now completing, and expects to submit shortly, the funding application to the County for the Town's proposed sidewalk on Barker Road to connect the Copper Woods neighborhood to Barker Road Middle School.

Minutes of the Pittsford Town Board for February 4, 2025

Councilmember Koshykar referred to a memo from the Design Review and Historic Preservation Board to Town Board members, suggesting a change to the Zoning Code to require a Certificate of Appropriateness for a designated historic home even if proposed exterior changes were not visible from the street. Following discussion, it was considered advisable to ask representatives of the Design Review and Historic Preservation Board to discuss this request at an upcoming Town Board meeting.

PUBLIC COMMENT

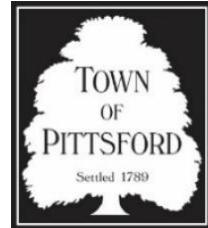
No comments were made.

With no further business, the meeting adjourned at 6:53 P.M.

Respectfully submitted,

Renee McQuillen
Town Clerk

MEMORANDUM



To: Town Board Members

From: Robert B. Koegel

Date: February 20, 2025

Regarding: LL#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

For Meeting On: February 26, 2025

Ladies and Gentlemen:

As you know, the Town has been working diligently with the professional engineering and planning firm of Colliers (formerly Bergmann) to update the Town's Zoning Code (Chapter 185 of the Town Code) and certain Town design standards, as well as to adjust the Town's Official Zoning Map as necessary. The primary objective of this update has been to align the code with recommendations of the Town Comprehensive Plan Update adopted at the end of 2019. This effort has also provided the opportunity to provide a more user-friendly code through better organization and ensure Town regulations are consistent with state and federal law.

Over the last few years, the Town has sponsored numerous and lengthy public workshops before the Town Board, pertinent Town staff, the consultant, and interested community members to draft regulatory revisions to accomplish the stated goals. These proposed revisions are in the form of Local Law No.1 of 2025, a copy of which is submitted herewith.

The entire text of the proposed Zoning Code, which would replace the existing Code, is annexed to the local law as Exhibit A. This text includes provisions of the existing Code which were not changed, provisions which were revised, and new provisions, all complete and in order. All of the proposed changes have been reviewed by this Board, and all are contained in the complete text of the revised Code as annexed as Exhibit A.

Modest, proposed revisions to the Residential Design Standards and Guidelines, also reviewed by the Town Board and shown in highlighting, are annexed to the local law as Exhibit B.

The proposed amended Official Zoning Map is annexed to the local law as Exhibit C. It conforms to changes in the proposed revised Zoning Code reviewed by the Town Board. Specific locations on the map where the zoning classification is changed are shown in bold, black outline. These include locations where the title of the commercial classification has changed or areas where incentive zoning (IZ) was implemented to facilitate residential development which is now complete, and the underlying residential classification can be restored. Also, there are five

country clubs that are wholly or partially located within the Town. All five are currently located in the SRAA Suburban Residential zoning district, which allows the operation of a golf course by special permit. The Comprehensive Plan Update specifically recommends that all country club lands be reclassified to the RRAA Rural Residential zoning district, which allows less dense residential development, should any of the clubs ever seek to pursue residential development. The Town Board included this change in its review of the Zoning Code. The clubs' existing special permits to operate as golf clubs would be unaffected by this reclassification.

Should you wish to move forward with the consideration of this local law, you may adopt the resolution set forth below.

RESOLUTION

RESOLVED, that a public hearing be set for March 18, 2025 at 6:00 pm at the Pittsford Community Library for the consideration of proposed Local Law #1 of 2025, amending Pittsford Town Code Chapter 185 "Zoning" and the Town's "Residential Design Standards and Guidelines" and Amending the Official Zoning Map of the Town of Pittsford, as set forth in the proposed written Hearing Resolution submitted herewith.

**BE IT ENACTED BY THE
TOWN BOARD OF THE
TOWN OF PITTSFORD
NEW YORK
AS FOLLOWS:**

**LOCAL LAW NO. 1 OF 2025:
THE ADOPTION 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**

Sec. 1 Title

This Local Law shall be known as “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.”

Sec. 2 Amendment #1 to Existing Law

The provisions of Pittsford Town Code Chapter 185 “Zoning” are hereby amended to read as set forth on “Exhibit A” attached hereto and made a part hereof.

Sec. 3 Amendment #2 to Existing Law

The provisions of the Town “Residential Design Standards and Guidelines” are hereby amended to read as set forth on “Exhibit B” attached hereto and made a part hereof.

Sec. 4 Amendment #3 to Existing Law

In accordance with the provisions of §185-5 of Chapter 185 “Zoning” of the Pittsford Town Code, the Official Zoning Map of the Town of Pittsford is hereby amended to be in accordance with the Map entitled “Official Zoning Map – Town of Pittsford,” approved by resolution of the Pittsford Town Board dated March 27, 2025, which such Map is attached hereto as “Exhibit C” and is made a part hereto, and which Map amends the Zoning of various parcels of land within the Town, shown in black border, as follows:

Prior Zoning

Portion of: SRAA Suburban Residential RRAA Rural Residential
Portion of: IZ Incentive Zoning RN Residential Neighborhood

Amended Zoning

Portion of: RRAA Rural Residential	RN Residential Neighborhood
Portion of: RN Residential Neighborhood	IZ Incentive Zoning
Portion of: RN Residential Neighborhood	RRAA Rural Residential
C Commercial	MU-C Mixed Use-Commercial
C-2 Commercial	GC General Commercial

Sec. 3 Severability

If any clause, sentence, phrase, paragraph or any part of this Local Law shall for any reason be adjudicated finally by a court of competent jurisdiction to be invalid, such judgment shall not affect, impair or invalidate the remainder of this Local law, but shall be confined in its operation and effect to the clause, sentence, phrase, paragraph or part thereof, directly involved in the controversy or action in which such judgment shall have been rendered. It is hereby declared to be the legislative intent that the remainder of this Local Law would have been adopted had any such provision been excluded.

Sec. 4 Effective Date

This Local Law shall take effect immediately following filing with the Secretary of State.

EXHIBIT A

Chapter 185

ZONING

**ARTICLE I
General Provisions**

- § 185-1. Title, purpose and intent.**
- § 185-2. Applicability.**
- § 185-3. Compliance required.**
- § 185-4. Construal of provisions.**
- § 185-5. Official Zoning Map.**
- § 185-6. Administration; fees.**
- § 185-7. Penalties for offenses.**

**ARTICLE II
Terminology**

- § 185-8. Definitions.**

**ARTICLE III
Agricultural Zone**

- § 185-9. Definitions.**
- § 185-10. Permitted uses.**
- § 185-11. Farm market/country store regulations.**
- § 185-11.1. Development of parcels and homesteads.**
- § 185-11.2. Structures in farmsteads.**

Article IV. RN Residential Neighborhood District

- §185-12 Purpose**
- §185-13 Permitted uses**
- §185-14 Specially permitted uses**
- §185-15 Applicability**
- §185-16 Context-based approach**
- §185-17 Lot and bulk requirements**
- §185-18 Subdivision of existing lots without creation of new road**
- §185-19 Subdivision of lots that include creation of new road**
- §185-20 Lot consolidation**

ARTICLE V
(Reserved)

§ 185-21. through § 185-22. (Reserved)

ARTICLE VI
(Reserved)

§ 185-23. (Reserved)

Article VII. B Residential District

- §185-24 Purpose
- §185-25 Permitted uses
- §185-26 Specially permitted uses
- §185-27 Lot and bulk requirements

Article VIII. RRAA Rural Residential District

- §185-28 Definitions
- §185-29 Permitted uses
- §185-30 Specially permitted uses
- §185-31 Development of less than 10 acres
- §185-32 Development of 10 acres or more
- §185-33 Rural conservation sites in private ownership

Article VIIIA. RRSP Rural Residential South Pittsford

- §185-33.1 Establishment of district
- §185-33.2 Definitions
- §185-33.3 Permitted uses
- §185-33.4 Specially permitted uses
- §185-33.5 Residential development of less than 20 acres
- §185-33.6 Residential development of 20 acres or more
- §185-33.7 Rural conservation sites in private ownership

Article IX. SRAA Suburban Residential District

- §185-34 Definitions
- §185-34.1 Permitted uses
- §185-35 Specially permitted uses
- §185-36 Maximum height restrictions
- §185-37 Cluster development
- §185-38 Density
- §185-39 Rural conservation sites in private ownership

Article IXA. Monroe Avenue Transitional Zone (MATZ)

- §185-39.1 Findings
- §185-39.2 Purpose

PITTSFORD TOWN CODE

- §185-39.3 Applicability
- §185-39.4 Definitions
- §185-39.5 Permitted uses
- §185-39.6 Specially permitted uses
- §185-39.7 Prohibited uses and limitations to permitted uses
- §185-39.8 Additional requirements for MATZ properties

Article X. Mixed Use - Commercial (MU-C) District

- §185-40 Purpose
- §185-41 Permitted uses
- §185-42 Specially permitted uses
- §185-43 Use limitations
- §185-44 Dimensional requirements
- §185-45 Bulk requirements
- §185-46 Performance standards (Parking, Lighting, Signs)

Article XA. General Commercial (GC) District

- §185-46.1 Purpose
- §185-46.2 Permitted uses
- §185-46.3 Specially permitted uses
- §185-46.4 Use limitations
- §185-46.5 Dimensional requirements
- §185-46.6 Bulk requirements
- §185-46.7 Performance standards (Parking, Lighting, Signs)

Article XI. Light Industrial (LI) District

- §185-47 Purpose
- §185-48 Definition
- §185-49 Permitted uses
- §185-50 Specially permitted uses
- §185-51 Use limitations
- §185-52 Dimensional requirements
- §185-53 Bulk requirements
- §185-53.1 Performance standards (Parking, Lighting, Signs)

Article XII. High Technology Office Park (HTOP) District

- §185-54 Purpose
- §185-55 Permitted uses
- §185-56 Specially permitted uses
- §185-57 Use limitations
- §185-58 Bulk and dimensional requirements
- §185-59 Parking, loading space and area requirements

**ARTICLE XIII
(Reserved)**

§ 185-60. through § 185-65. (Reserved)

ARTICLE XIV
Planned Unit Development District

- § 185-66.** Intent and objectives.
- § 185-67.** Minimum area.
- § 185-68.** Single ownership.
- § 185-69.** Location.
- § 185-70.** Permitted uses.
- § 185-71.** Intensity of land use.
- § 185-72.** Common property.
- § 185-73.** Signs, awnings and canopies.
- § 185-74.** Maximum height limitations.
- § 185-75.** Application procedure; zoning approval process.
- § 185-76.** Site plan approval process.
- § 185-77.** Financial security.
- § 185-78.** (Reserved)

ARTICLE XIV A
Local Waterfront Overlay District

- § 185-78.1.** Establishment of district.
- § 185-78.2.** Permitted uses.
- § 185-78.3.** Definitions.
- § 185-78.4.** Authority of Planning Board.
- § 185-78.5.** Review of actions.
- § 185-78.6.** Enforcement; stop-work orders.

Article XV. Exterior Lighting Regulations

- §185-79 Intent and purpose
- §185-80 Applicability
- §185-81 Non-Single-Family Residential lighting plan submittal and approval
- §185-82 Light trespass
- §185-83 Lighting fixture design
- §185-84 Color temperature
- §185-85 Exemptions
- §185-86 Prohibited lighting
- §185-87 Dark sky compliant light fixtures
- §185-88 Reserved
- §185-89 Reserved
- §185-90 Reserved
- §185-91 Reserved
- §185-92 Reserved
- §185-93 Reserved

Article XVA. Parking Regulations

- §185-94 Purpose and applicability
- §185-95 General requirements
- §185-96 Monroe Avenue Transitional Zone (MATZ)
- §185-97 Mixed Use - Commercial (MU-C) District
- §185-98 General Commercial (GC) District
- §185-99 Light Industrial (LI) District
- §185-100 High Technology and Office Park (HTOP) District

Article XVI. Additional Use Regulations

- §185-101 Purpose and intent
- §185-102 Applicability
- §185-103 Micro-breweries or micro-distilleries
- §185-104 Vehicle sales, service, or repair shops
- §185-105 Animal care facilities
- §185-106 Day care centers, child or adult
- §185-107 Restaurants or bars
- §185-108 Adult uses**
- §185-109 Reserved

Article XVII. Supplemental Regulations

- §185-110 Prohibited Activities
- §185-111 Multi-family dwellings and condominiums
- §185-112 Sewage disposal
- §185-113 Accessory uses and structures
- §185-114 Sale of produce in residential districts
- §185-115 Outdoor storage
- §185-116 Keeping of horses
- §185-117 Retaining walls
- §185-118 Keeping of animals, other than horses
- §185-119 Swimming pools
- §185-120 Supplemental setback restrictions
- §185-121 Fences and hedges
- §185-122 Private roads and common driveways
- §185-123 Driveways in public right-of-way
- §185-124 Places of worship
- §185-125 Recreational land and open space required
- §185-126 Telecommunications towers
- §185-127 Satellite antennas
- §185-128 Amateur radio communications antennas
- §185-129 Mining and excavations
- §185-130 Ponds
- §185-130.1**
- §185-131 Schools
- §185-132 Trash and recycling removal in residential zones
- §185-133 Reserved

Article XVIII. Sign Regulations

§185-134	Reserved
§185-134.1	Purpose
§185-134.2	Applicability
§185-134.3	Definitions
§185-134.4	Building Permit
§185-134.5	Building Permit Applications
§185-134.6	Measurement
§185-134.7	Safety Provisions
§185-134.8	Design, Construction, and Maintenance
§185-134.9	Location
§185-134.10	Sign Design Guidelines
§185-134.11	Signs in Residential Districts
§185-134.12	Sign in Light Industrial District
§185-134.13	Signs in High Technology and Office Park District
§185-134.14	Signs in Commercial and Mixed Use Districts
§185-134.15	Temporary Signs
§185-134.16	Awnings and Canopies
§185-135 to §185-141	Reserved

	ARTICLE XIX Planning Board	§ 185-164.	Powers and duties.
§ 185-142.	Creation and appointment.		ARTICLE XXIV Parks and Recreation Board
§ 185-143.	Powers and duties.		
§ 185-144.	Cluster development authorization.	§ 185-165.	Purpose and findings.
		§ 185-166.	Creation.
		§ 185-167.	Membership; terms of office.
	ARTICLE XX Zoning Board of Appeals	§ 185-168.	Officers and meetings.
		§ 185-169.	Powers and duties.
§ 185-145.	Creation and appointment.		ARTICLE XXV Special Use Permits
§ 185-146.	Powers and duties.		
	ARTICLE XXI Design Review and Historic Preservation Board	§ 185-170.	Authorization.
§ 185-147.	Creation and appointment.	§ 185-171.	Application.
§ 185-148.	Qualifications of members.	§ 185-172.	Notice.
§ 185-149.	Terms of members; removal; filling of vacancies.	§ 185-173.	Public hearing.
§ 185-150.	Powers and duties.	§ 185-174.	Determination of impact.
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§ 185-239.	Authority.	§ 185-243.	Valuation for taxation.
§ 185-240.	Applicability.	§ 185-244.	Penalty for violation or cancellation.
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§ 185-242.	Procedure.		

[HISTORY: Adopted by the Town Board of the Town of Pittsford 7-21-1992 as Ch. 25 of the 1992 Code; amended in its entirety 9-18-2012 by L.L. No. 4-2012. Subsequent amendments noted where applicable.]

GENERAL REFERENCES

Department of Public Works — See Ch. 33.

Subdivision of land — See Ch. 175.

Building construction — See Ch. 86.

ARTICLE I
General Provisions

§ 185-1. Title, purpose and intent.

- A. Title. This chapter and the Official Zoning Map made a part hereof shall be known and may be cited and referred to as the "Zoning Law of the Town of Pittsford."
- B. Purpose and intent. This chapter is enacted in order to promote the health, safety, morals and welfare of the residents of the Town of Pittsford and to implement the Comprehensive Plan of the Town. To these ends, this chapter is designed:
 - To guide and regulate the orderly growth, development and redevelopment of the Town of Pittsford in accordance with a well-considered plan and with long-term objectives, principles and standards deemed beneficial to the interest and welfare of the people.
 - To protect the established character of existing residential neighborhoods and commercial and business areas and the social and economic well-being of the residents.
 - To promote, in the public interest, the utilization of land for the purposes for which it is best adapted in harmony with the established character of the Town.
 - To reduce or prevent congestion in the public streets.
 - To facilitate the creation of a convenient, attractive and harmonious community.
 - To expedite the provision of adequate transportation, water, sewerage, flood protection, disaster evacuation, schools, parks, forests, playgrounds, recreational facilities and other public requirements.
 - To protect against destruction of, or encroachment upon, historic areas and sites.
 - To preserve existing and facilitate the provision of new housing to the community.
 - To protect against one or more of the following: overcrowding of land, undue concentration of population in relation to the community facilities existing or available, obstruction of light and air, danger and congestion in travel and transportation or loss of life, health or property from fire, flood, panic or other dangers.
 - To promote the public necessity, health, safety, convenience and general welfare by equitably apportioning the cost of providing the additional public facilities necessitated or required by development.
 - To provide for the preservation of environmentally sensitive areas and agricultural lands.

§ 185-2. Applicability.

- A. Territorial application. The regulations and restrictions in this chapter shall apply to all buildings, structures, land, water and uses within the territorial limits of the Town of Pittsford, New York, outside the Village of Pittsford.
- B. General application. All buildings and structures erected hereafter, all uses of land, water or buildings

established hereafter, all structural alterations or relocations of existing buildings occurring hereafter and all enlargements of, additions to, changes in and relocations of existing uses occurring hereafter shall be subject to all regulations of this chapter. Existing buildings, structures and uses which comply with the regulations of this chapter shall likewise be subject to all regulations of this chapter. Existing buildings, structures and uses which do not comply with the regulations of this chapter shall be governed by the provisions of Article XXXII.

§ 185-3. Compliance required.

No building or structure, no use of any building, structure or land, and no lot now or hereafter existing shall hereafter be established, altered, moved, divided or maintained in any manner except as authorized by the provisions of this chapter.

§ 185-4. Construal of provisions.

- A. Conflicting provisions. Whenever any provision of this chapter imposes a greater requirement or a higher standard than is required in any state or federal statute or other Town law or regulation, the provision of this chapter shall govern. Whenever any provision of any state or federal statute or other Town law or regulation imposes a greater requirement or a higher standard than is required by this chapter, the provision of such state or federal statute or other Town law or regulation shall govern.
- B. Provisions are minimum requirements. In interpreting and applying the provisions of this chapter, they shall be held to be the minimum requirements for the promotion of the public safety, health, convenience, comfort, prosperity, morals or general welfare.

§ 185-5. Official Zoning Map.

- A. The Town is hereby divided into the zoning districts provided in Articles III through XIV of this chapter and as shown on the map entitled "Official Zoning Map, Pittsford, New York," which map, together with all explanatory matter thereon, is hereby adopted by reference and declared to be part of this chapter.
- B. Regardless of the existence of purported copies of the Official Zoning Map, the Official Zoning Map shall be located in the office of the Commissioner of Public Works and shall be the final authority as to the current zoning status of land and water areas, buildings and other structures in the Town, save for subsequent amendments enacted by the Town Board and not yet officially recorded on said map.
- C. No changes of any nature shall be made to the Official Zoning Map or any matter shown thereon except upon resolution of the Town Board, and it shall be unlawful for any person to make unauthorized changes on the Official Zoning Map.

§ 185-6. Administration; fees.

- A. The Commissioner of Public Works shall be responsible for the administration and enforcement of this chapter.
- B. The Town Board shall, by resolution, adopt a schedule of fees for each of the development permits and approvals provided by this chapter, which fees shall be designed to cover the Town's administrative costs related to such permits and may be revised from time to time by subsequent resolution.
- C. The Commissioner of Public Works, or his designee, shall serve as the secretary of the Zoning

Board of Appeals and of the Planning Board.

§ 185-7. Penalties for offenses.

- A. Any person who shall violate any provision of this chapter or shall fail to comply with any of its provisions or shall violate or fail to comply with any order, rule, permit, approval or regulation made hereunder shall be guilty of a violation of this chapter.
- B. Every violation of this chapter is hereby declared to be an offense punishable by a fine not exceeding \$350 or imprisonment for a period not to exceed six months, or both, for conviction of a first offense; for conviction of a second offense, both of which were committed within a period of five years, punishable by a fine of not less than \$350 nor more than \$700 or imprisonment for a period not to exceed six months, or both; and for conviction for a third or subsequent offense, all of which were committed within a period of five years, punishable by a fine of not less than \$700 nor more than \$1,000 or imprisonment for a period not to exceed six months, or both.
- C. For the purpose of conferring jurisdiction upon courts and judicial officers generally, violations of this chapter shall be deemed misdemeanors, and for such purpose only, all provisions of law relating to misdemeanors shall apply to such violations.
- D. Each week's continued violation shall constitute a separate additional violation.
- E. In addition to the remedies provided in Subsection B above, the Commissioner of Public Works, or his designated agent, is authorized to issue a stop-work order to any person acting in violation of any provision of this chapter or the terms of any permit or approval granted thereunder. Such order, posted at a work site, shall be sufficient notice to require such violator to immediately cease work on the site until an appropriate permit is obtained or the violation otherwise corrected. Failure to abide by a stop-work order shall constitute an additional violation of this chapter.

ARTICLE II

Terminology

§ 185-8. Definitions.

The following words and terms, as used in this chapter, are defined as follows:

ACCESSORY STRUCTURE OR USE — A building, structure, or use that meets the following conditions:

1. Is customarily incidental and subordinate to and serves a principal building or use;
2. Is subordinate in area, extent, or purpose to the principal building or use served;
3. Is located on the same parcel as the principal building or use;
4. And may be attached or detached from the principal building, where applicable.

ACCESSORY SUITE — A division of a primary residence added to or created within a single-family dwelling, having at least one shared or common wall with the primary dwelling. Accessory suites must have shared living space with the primary residence but may provide separate sleeping and sanitary facilities. The inclusion of a full kitchen or independent eating facilities shall be prohibited. Accessory suites shall be located on the same parcel as the primary residence and have a shared entrance.

APARTMENT HOUSE — A building containing three or more household dwelling units and designed for and occupied exclusively by three or more families living independently of each other.

ANIMAL CARE FACILITY — A commercial or non-profit operation that provides treatment and services for the care of domesticated animals and pets that customarily reside and are cared for within a residential dwelling. This shall not include veterinary clinics and animal hospitals or uses providing overnight boarding services.

ARCHITECTURAL RESOURCES — Any structural or decorative component visible from a public way, which, considered either individually or collectively, contributes to the aesthetic composition of the structure.

BUFFER — An area of land undisturbed or established and suitably developed with natural vegetation and landscaping. Fencing and berms may be included as part of such an area.

COLLEGE — Includes universities and other institutions for higher education authorized to confer degrees.

CONDOMINIUM — Any unit subject to the provisions of Article 9-B of the Real Property Law of the State of New York.

DAY CARE CENTER, CHILD OR ADULT — NYS definition reference. Day care “centers” shall not include home-based childcare operations as provided for by state law.

DEMOLITION — The razing of any existing residential structure, including substantial removal of structural building components so as to cause an effective removal of an existing residential structure. Demolition does not include partial removal of structural elements to facilitate restoration.

DWELLING UNIT — A group of rooms which are designed for residential occupancy by a single family, providing housekeeping facilities for such family. In determining the number of dwelling units within a structure, consideration will be given to the separate use of or the provision made for cooking, heating and sanitary facilities, whether installed or not; both the actual use to which the dwelling is being put and the

potential use to which the dwelling might be put; and whether food preparation and bathroom facilities and bedrooms are so located as to provide privacy if occupied by an additional family.

DWELLING UNIT, UPPER FLOOR — A dwelling unit located within a mixed-use or multi-story building on any floor other than the ground floor.

FAMILY — One or more persons occupying a dwelling unit as a nonprofit household unit.

FLOODPLAIN AREA — Any portion of a property within the "area of special flood hazard," as defined in Chapter 95 of this Code.

FRONT SETBACK — The distance from the property line, in the case of a public road, or from the easement boundary, in the case of a private road, to the part of the structure nearest such property measured at right angles to the highway or drive but not including cornices, unroofed and unwalled terraces, entrance steps, chimneys or cantilevers that extend two feet or less into the setback.

GARAGE SALE OR YARD SALE — Occasional sale of personal items at a single-family home when in compliance with the following:

1. No more than three garage or yard sales per calendar year may be conducted at any one property.
2. Each garage or yard sale may run for no more than three consecutive calendar days.
3. Hours for such sales shall be no earlier than 8:00 a.m. and no later than 6:00 p.m.
4. All good must be brought inside after the sales hours.
5. Garage and yard sales under this section must be conducted by the owner(s) of the personal items to be sold.

HEIGHT OF A STRUCTURE — The vertical distance as measured from the average elevation of the proposed finished grade at the front of a building or of a structure to the highest point of the building or the structure, which highest point shall include, but not be limited to, the highest or topmost point of the roof, together with all towers, elevator penthouses, signs, tanks, elevator or stair bulkheads, mechanical equipment, light poles and light standards, except for poles or standards of a public utility company.

JUNK — Any manufactured good, appliance, fixture, furniture, machinery, motor vehicle, recreational vehicle, trailer, or similar object which is abandoned, demolished, discarded, dismantled, or so worn, deteriorated or in such a condition as to be generally unusable in its existing state. This definition shall include but shall not be limited to scrap metal, scrap material, waste bottles, cans, paper, rubble, boxes, crates, rags, used construction materials, motor vehicle parts, and used tires.

LOT AREA — The total area within the lot lines of a lot, excluding any portion of a lot within a public highway.

LOT COVERAGE — The percentage of the area of the lot covered by impervious surface. This definition includes all buildings and structures as well as impermeable surfaces such as driveways, decks, patios, pools, parking areas, and other similar lot improvements.

LOT WIDTH — The width of any lot measured at the minimum required front setback line, unless otherwise defined in subsequent sections of this chapter.

PERFORMANCE STANDARDS — Measures by which the requirements for compliance with the purpose and intent of this article can be determined. These standards may include, but not be limited to, empirical measures of traffic or noise generation, or subjective observations of architectural compatibility and landscape preservation, and similar aesthetic determinations.

PERSONAL SERVICE ESTABLISHMENT —

A. A store or shop providing personal, financial, technical or repair services, assistance or advice to individual consumers, including but not limited to:

1. Arts and crafts studios or stores.
2. Appliance repair and rental.
3. Banks, savings and loans, and credit unions.
4. Bicycle and/or wheelchair repair.
5. Barbershops and beauty shops.
6. Contractors' offices, without accessory storage.
7. Dressmakers and tailors.
8. Dry-cleaning or laundry pickup stations.
9. Laundromat.
10. Locksmiths.
11. Musical instrument repair.
12. Optical center.
13. Professional photographer's studios.
14. Shoe repair.
15. Furniture upholstering shops.
16. Watch and or jewelry repair.
17. Copy services.

B. Personal service establishments do not include, as either a primary or accessory use, the following:

1. The sale, rental, storage, service or repair of any motor vehicles, including automobiles, trucks, buses, trailers, recreational vehicles and motorcycles.
2. Tattoo and/or piercing parlors, smoking lounges, sale of vape supplies and/or paraphernalia.
3. Or any use listed separately as allowed in a zone.

PRIVATE GARAGE — A structure or portion of a structure, used for the private, noncommercial storage of motor vehicles, in and about which no business or industry is conducted.

PRIVATE SWIMMING POOL — A pool in which no person other than the owner of the premises on which it exists shall have any interest, right, license, permit or right of use of any kind or nature whatsoever.

PUBLIC GARAGE — A structure or portion of a structure in which the sale or maintenance or servicing of motor vehicles or any mechanical vehicle is conducted or which is designed or used for the commercial storage of motor vehicles.

REAR SETBACK — The distance from the rear lot line to the part of the structure nearest such lot line

measured at right angles to the rear lot line, but not including cornices, unroofed or unwalled terraces, entrance steps, chimneys or cantilevers that extend two feet or less into the minimum setback.

RESTAURANT — An establishment that prepares and/or serves food and/or beverages. This includes, but is not limited to, cafeterias, cocktail lounges, diners, fast-food places, cafés or coffee shops, ice cream parlors and take-out or delivery of prepared food.

SCHOOL — A regularly organized institution of learning, other than a college, approved by the Education Department of the State of New York and/or Board of Regents.

SIDE SETBACK — The distance from either side line of the lot to the part of the structure nearest such side lot line measured at right angles to the side lot line, but not including cornices, unroofed or unwalled terraces, entrance steps, chimneys or cantilevers that extend two feet or less into the minimum setback.

SIGN — Any name, identification, description, display, illustration, symbol, logo, statue or device, illuminated or nonilluminated, which is visible from any public place, designed to advertise, identify or convey information, including any landscaping employing the aforesaid, and/or used for the purpose of directing the public's attention to an object, product, service, place, activity, person, institution, organization or business. Displays of merchandise in storefront windows at regular mercantile establishments shall not be considered signs; however, a false window or window box affixed to the exterior of a structure is a sign.

SINGLE-FAMILY DWELLING — A building containing one dwelling unit and designed for and occupied exclusively by one family.

STRUCTURE — An assembly of materials, forming a construction framed of component structural parts for occupancy or use, including buildings, and retaining walls 30 inches or greater in height.

SWIMMING POOL — Any body of water or receptacle for water having a depth at any point greater than two feet that is used or intended to be used for swimming, bathing or wading, constructed, installed, moved or maintained in or above the ground outside of any building, dwelling or other structure.

TEMPORARY STRUCTURE — Any structure, not permanently attached to the ground, which is movable in its entirety.

TWO-FAMILY DWELLING — A building containing two household dwelling units and designed for and occupied exclusively by two families living independently of each other.

UNIT — A part of real property intended for any type of use or uses, and with an exit to a public street or highway or to a common element or elements leading to a public street or highway, and may include such appurtenances as garage and other parking space, storage room, balcony, terrace or patio.

USE — The purpose or purposes for which any structure or premises or any part thereof is occupied or, if unoccupied, for which they may be occupied.

USE CONVERSIONS/SITE MODIFICATIONS — Any change to a use, other than single-family residential or permitted accessory uses thereto, or to the land or landscape elements associated with such change.

VETERINARY CLINIC — A place where animals are given medical care, and the boarding of animals is limited to short-term care incidental to the hospital use.

WOODED LANDSCAPE BUFFER — An area where the natural vegetation, including trees, shrubs and smaller plants, are preserved and maintained in a natural state so as to provide visual screening and noise mitigation from abutting uses.

Article III. Agricultural Zone

§ 185-9. Definitions.

COUNTRY STORE

A retail business that builds on the farm market model of a business but includes the sale of regionally produced agricultural, arts, and handcrafted products within an enclosed structure. Outside sales of regionally produced agricultural products (i.e., strawberries, pumpkins, Christmas trees, etc.) are permitted.

FARM AREA

That portion of a parcel that is specifically designated in a recorded conservation easement to the Town of Pittsford as a "farm area."

FARM MARKET

A retail business operation, as an accessory use to an agricultural use, that sells locally produced agricultural products within an enclosed structure. Outside sales of locally produced agricultural products (i.e., strawberries, pumpkins, Christmas trees, etc.) are also permitted.

FARMSTEAD

That portion of a parcel, as defined in this Section, that is specifically designated in a recorded conservation easement to the Town of Pittsford as a "farmstead."

HOMESTEAD

That portion of a parcel, as defined in this Section, that is specifically designated in a recorded conservation easement to the Town of Pittsford as a "homestead" and as being exempt from the provisions of such recorded conservation easement.

PARCEL

Any tax parcel, as identified by the Tax Map of the Town of Pittsford as of June 1, 2007.

§ 185-10. Permitted uses.

Uses are permitted in the Agricultural Zone in accordance with the table below.

PERMITTED USES	
In Farm Areas	Agricultural uses, as permitted in a recorded conservation easement.
	Open Space
In Farmstead Areas	Structures used solely in connection with an agricultural use.
	Farm Markets ^{1, 2}
	Country Stores ^{1, 2}
	Open Space

	Storage, as allowed in PDR conservation easement.
In Homesteads	Single-Family Residential
	Farm Markets ^{1, 2}
	Country Stores ^{1, 2}
	Open Space
On Parcels not subject to a conservation easement	Single-Family Residential
	Open Space

Accessory Structures and Uses, subject to §185-113.

NOTES: (1) Operated by the farm owner as an accessory use to an agricultural use.

(2) See also §185-11.

§ 185-11. Farm market/country store regulations.

- A. A special use permit shall be obtained from the Planning Board for the use.
- B. Interior retail floor space shall not exceed 5,000 square feet in size.
- C. All structures shall comply with the setback requirements set forth in §185-11.1.
- D. The Planning Board shall ensure that proposed structures are architecturally compatible with the surrounding neighborhood and that adequate off-street parking is provided.

§ 185-11.1. Development of parcels and homesteads.

- A. A parcel or homestead consisting of less than two acres may be developed at a density of one residential dwelling unit. A parcel or homestead consisting of two acres or more may be developed at a density of one residential dwelling unit per acre. The following minimum standards shall apply:

Dimensional & Bulk Requirements

MINIMUM	
<i>Lot Width</i>	125 feet
<i>Front Setback</i>	70 feet
<i>Side Setback</i>	20 feet
<i>Rear Setback</i>	10 feet
<i>Floor Space</i>	800 square feet
MAXIMUM	
<i>Height, building or structure</i>	40 feet
<i>Chimneys, attached to structure</i>	+ 5 feet from height of structure

- B. A buffer shall be established and maintained between residential uses and any adjoining agricultural uses. The size, configuration, and landscaping and/or screening materials of such buffer shall be subject to review and approval by the Planning Board as part of subdivision review.
- C. Accessory structures and uses shall comply with the requirements of § **185-113**, except that accessory structures located in a homestead and adjacent to a farmstead and are used solely in connection with an agricultural use need not comply with the requirements of § **185-113**, but shall comply with the requirements of § **185-11.2**.

§ 185-11.2. Structures in farmsteads.

Structures on lands designated as a farmstead in a recorded conservation easement shall be limited to the types of structures specifically allowed for in such conservation easement. The following minimum standards shall apply:

Dimensional & Bulk Requirements

MINIMUM	
<i>Front Setback</i>	70 feet
<i>Side Setback</i>	20 feet
<i>Rear Setback</i>	10 feet
MAXIMUM	
<i>Height, building or structure</i>	60 feet
<i>Silos and Grain Elevators</i>	80 feet

Article IV.

Residential Neighborhood (RN) District

§ 185-12. Purpose.

The RN Residential Neighborhood District is established to provide and maintain land area for neighborhoods of single-family dwellings and to preserve the previously established (or existing) context of such neighborhoods.

§ 185-13. Permitted uses.

The following uses are permitted:

- A. Single-family dwelling, detached
- B. Single-family dwelling, attached, provided there are no more than two attached units per building and no more than one dwelling unit per lot.
- C. Agriculture.
- D. Accessory uses, subject to § 185-113.
- E. Senior housing development subject to approval by the Town Board and provisions of Article XXXVIII, incentive zoning regulations.

§ 185-14. Specially permitted uses.

The following uses may be allowed pursuant to a special permit issued by the Planning Board:

- A. Place of worship, subject to § 185-124.
- B. School, subject to § 185-131.

§ 185-15. Applicability.

All lots shall comply with the lot and bulk standards of this article. Any lot existing at the time of adoption of this article shall be considered legal as to lot size.

§ 185-16. Context-based approach.

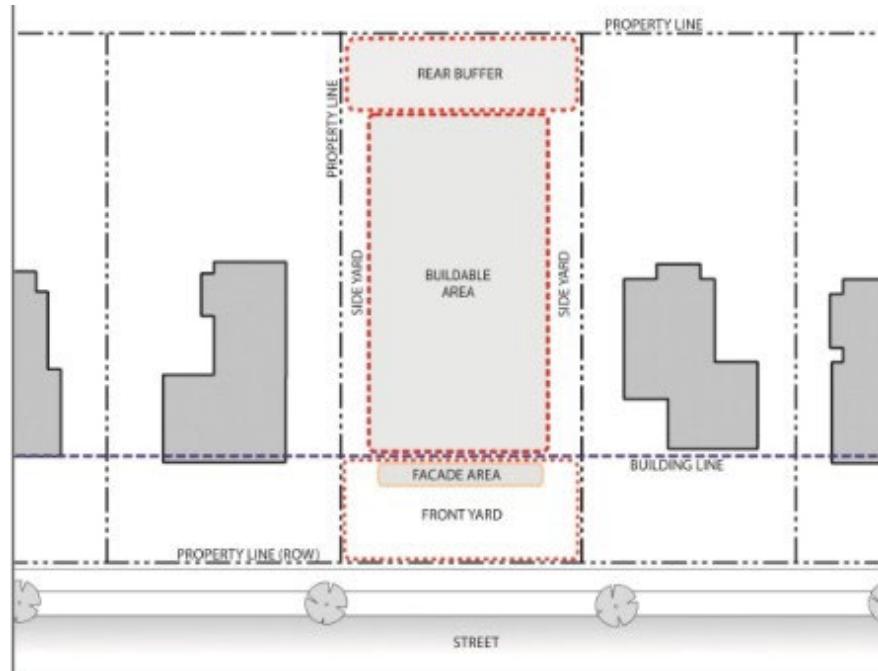
- A. Lot and bulk standards for the construction, expansion, or alteration of homes and accessory structures are based on their neighborhood context. To determine this context, the average lot dimensions of nearby residentially developed properties have been used. In some cases (such as side yard and building envelope), averages have been established based on an analysis of existing conditions for parcels throughout the district. The Town has utilized tax parcel data, published aerial orthophotography and other mapping data to determine relevant measurements. As necessary and appropriate, these data sources have been supplemented with other data available to the Town, including, but not limited to, subdivision plats, property surveys, etc. Unless otherwise noted, all distances are rounded to the nearest foot.
- B. For the convenience of property owners, the Town has established and maintains a database for the district that is on file with the Planning Department and available online. For each parcel in the district, the database contains most of the dimensional requirements outlined in this article, based on precalculated averages derived from existing data as described above. In cases where a property owner has an official survey stamped by a licensed surveyor which indicates a different existing lot width or lot size measurement from what the Town has determined in the database, the survey measurement shall be used as the basis for other dimensional requirements that are derived from lot width or lot size.
- C. Lot and bulk requirements for individual lots are determined by applying the provisions of § 185-17 to the lot dimensions derived from applying the provisions of Subsection B.

§ 185-17. Lot and bulk requirements.

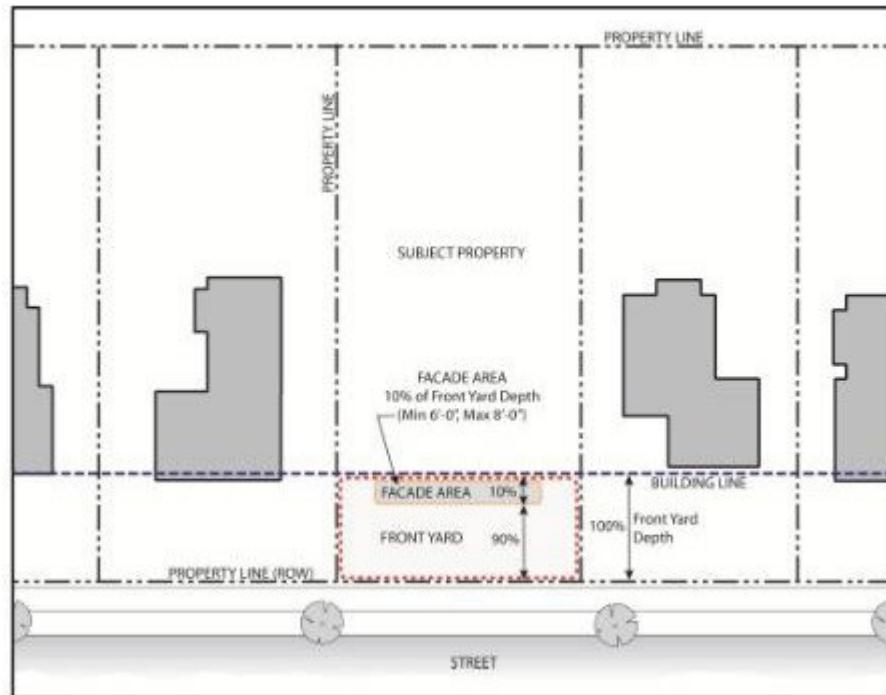
- A. Front yard: The front yard is the area from the public right-of-way to the building line. Structures and additions are prohibited in the front yard, except as permitted within the facade area per Subsection D of this section.
- B. Building line: The minimum front yard depth for each lot within the district has been determined by the Town, based on the average front yard depth of nearby properties on the street. That average distance from the right-of-way determines the location of the building line. The Town maintains a database that includes the location of the building line for each lot, expressed as the distance from the public right-of-way to the closest structural wall of each primary structure, not including cornices, unroofed and unwalled terraces, entrance steps, chimneys or cantilevers that extend two feet or less from the structural wall. In some cases when primary structures are facing a private street, the average front yard depth has been measured and the building line located based on distance from the edge of pavement. In the case of some flag lots, and as provided in § 185-17L, where the relationship to a street is ambiguous, the building line has been located across the front facade of the existing house.

- (1) Structures and additions are not permitted to extend past the building line, except as permitted in a facade area, as provided in Subsection D of this section. Existing structures which already extend past the building line are permitted minor facade additions, provided that such additions are contained wholly within the facade area.
- (2) For construction of new primary structures, the building line shall serve as an approximate "build-to" line, and the front facade of the primary structure shall be located within 10 feet of the building line. However, upon proper application, the Design Review and Historic Preservation Board may permit a deeper front yard if appropriate within the context of the neighborhood.

Figure 1. Area and Bulk Elements



- C. Lot width: For the purposes of this district, the width of the lot shall be measured at the building line.
- D. Facade area: Minor facade additions, such as unenclosed porches, unenclosed entry vestibules, entry canopies and bay windows, are permitted to extend forward of the building line into the facade area no more than 8 feet.

Figure 2. Facade Area

E. Side yard: The minimum side yard for a lot is based on the width of the lot, as specified in Table I. The minimum side yard measurement can only be used on one side of the lot. The only permitted structures within the side yard area are permitted accessory structures pursuant to § 185-113.

Table I. Minimum Total Required Side Yards

	Minimum One Side (feet)	Minimum Both Sides Total (feet)
	5	15
	10	20
	10	25
	10	30
	15	40
161 to 180	15	60
181 to 225	20	90
Greater than 225	20	120

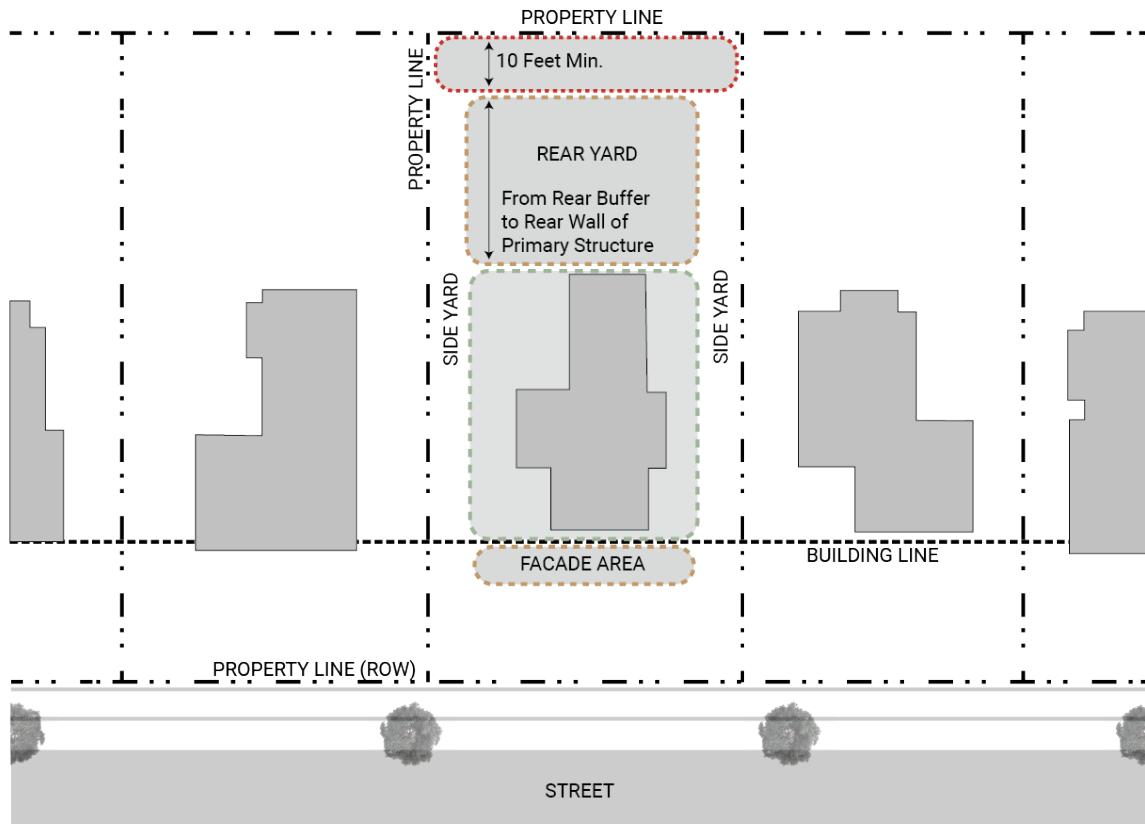
- F. Buildable area: The buildable area on a lot is where the primary and any accessory structure may be built. The buildable area does not include the front yard, side yard or rear buffer.
- G. Maximum building footprint: The building footprint includes all roofed structures that are attached to the primary structure.
- H. The maximum building footprint permitted is based on the size of the lot, as specified in Table II.

Example: According to Table II, a lot of 18,000 square feet, upon which size the calculations in this example are based, would be permitted to have a maximum building footprint equivalent to 3,675 square feet plus 5% of the lot area over 17,500 square feet (5% of 500 square feet equals 25 square feet). Therefore, the maximum building footprint would be 3,700 square feet.

Table II. Building Footprint

	Maximum Building Footprint (square feet plus percentage of lot size)
	29%
	$2,900 + 19\% \text{ of area over } 10,000$
	$3,375 + 9\% \text{ of area over } 12,500$
	$3,600 + 3\% \text{ of area over } 15,000$
	$3,675 + 5\% \text{ of area over } 17,500$
	$3,800 + 9\% \text{ of area over } 20,000$
	$4,250 + 5\% \text{ of area over } 25,000$
	$4,500 + 1\% \text{ of area over } 30,000$
	$4,550 + 4\% \text{ of area over } 35,000$
	$4,950 + 2\% \text{ of area over } 35,000$

- I. Maximum lot coverage: The maximum lot coverage shall not exceed 40% of the total area of the property.
- J. Rear buffer: A rear buffer shall be applied to all lots extending 10 feet from the rear property line, for the width of the property. Primary or accessory structures are not permitted within this area, except fences and garden sheds in accordance with § 185-113.
- K. Rear yard: The rear yard is the portion of the buildable area located behind the rear wall of the primary structure, in between the side yards and forward of the rear buffer.

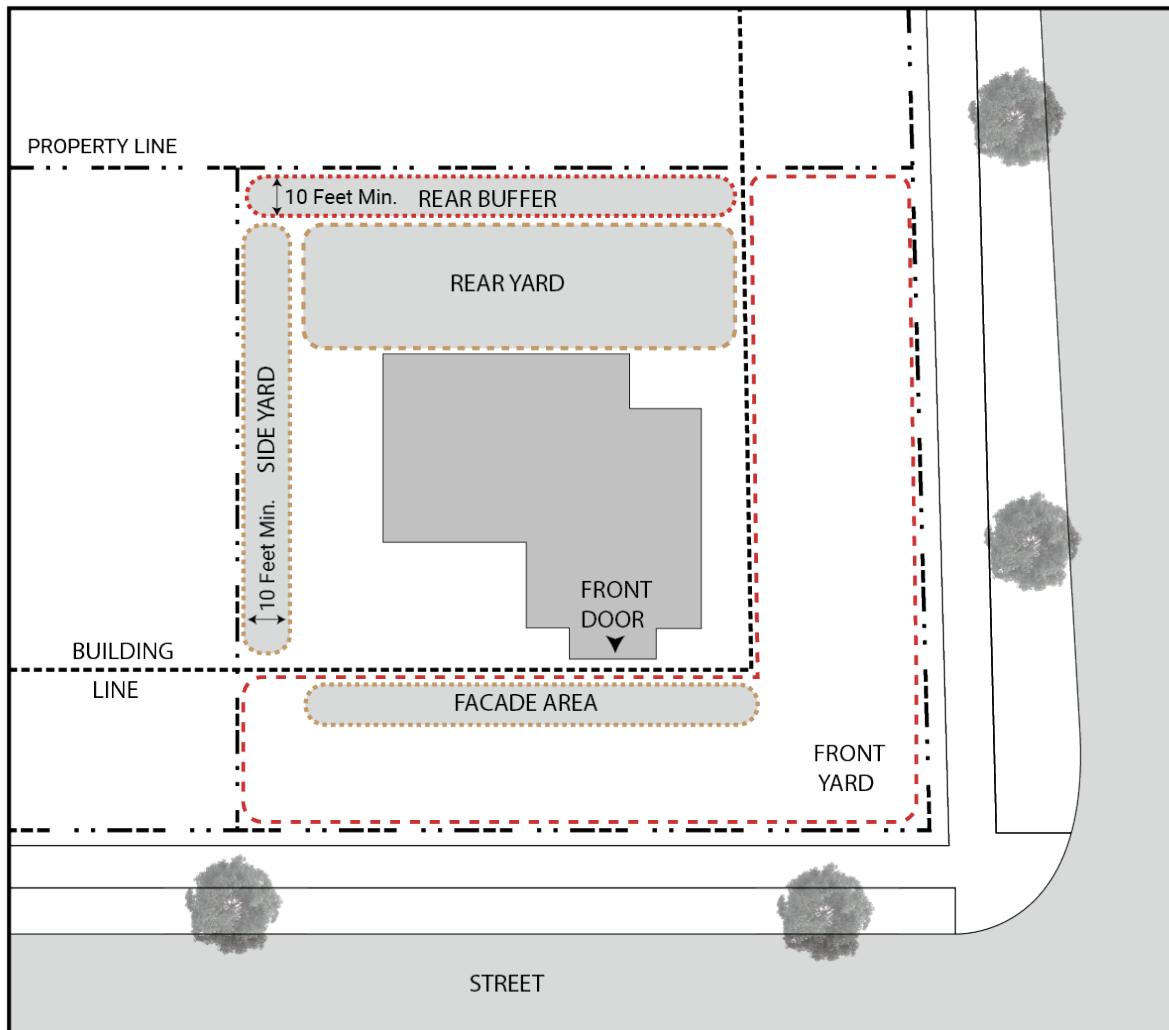
Figure 3. Rear Yard and Rear Buffer Area

L. Corner lots: Corner lots are lots that front on more than one road right-of-way and shall include curved lots that function as a corner lot. Corner lots shall contain a front yard abutting each road right-of-way. The Town has determined a building line for each front yard in existing corner lots. The front yard toward which the front entry door faces shall be considered the primary front yard for establishing all other dimensional requirements described in this section (facade area, lot width, etc.). The yard behind the house, from the front entry door perspective, shall be considered the rear yard, while the remaining yard shall be considered the only side yard. (See Figure 4.)

- (1) In cases where a corner lot abuts three streets, each yard abutting a road right-of-way shall be considered a front yard and the remaining yard shall be considered the rear yard.
- (2) Notwithstanding the provisions of § [185-17E](#) of this article, the side yard of a corner lot shall, in all cases, be 10 feet in width.
- (3) A new primary structure on a corner lot shall be oriented to face the more primary

road, unless, upon proper application, it is otherwise determined by the Design Review and Historic Preservation Board that this does not meet the intent of this section or is otherwise out of character with the neighborhood. In cases where there is no clear distinction which street is the more primary road, the property owner may elect which direction the house will face.

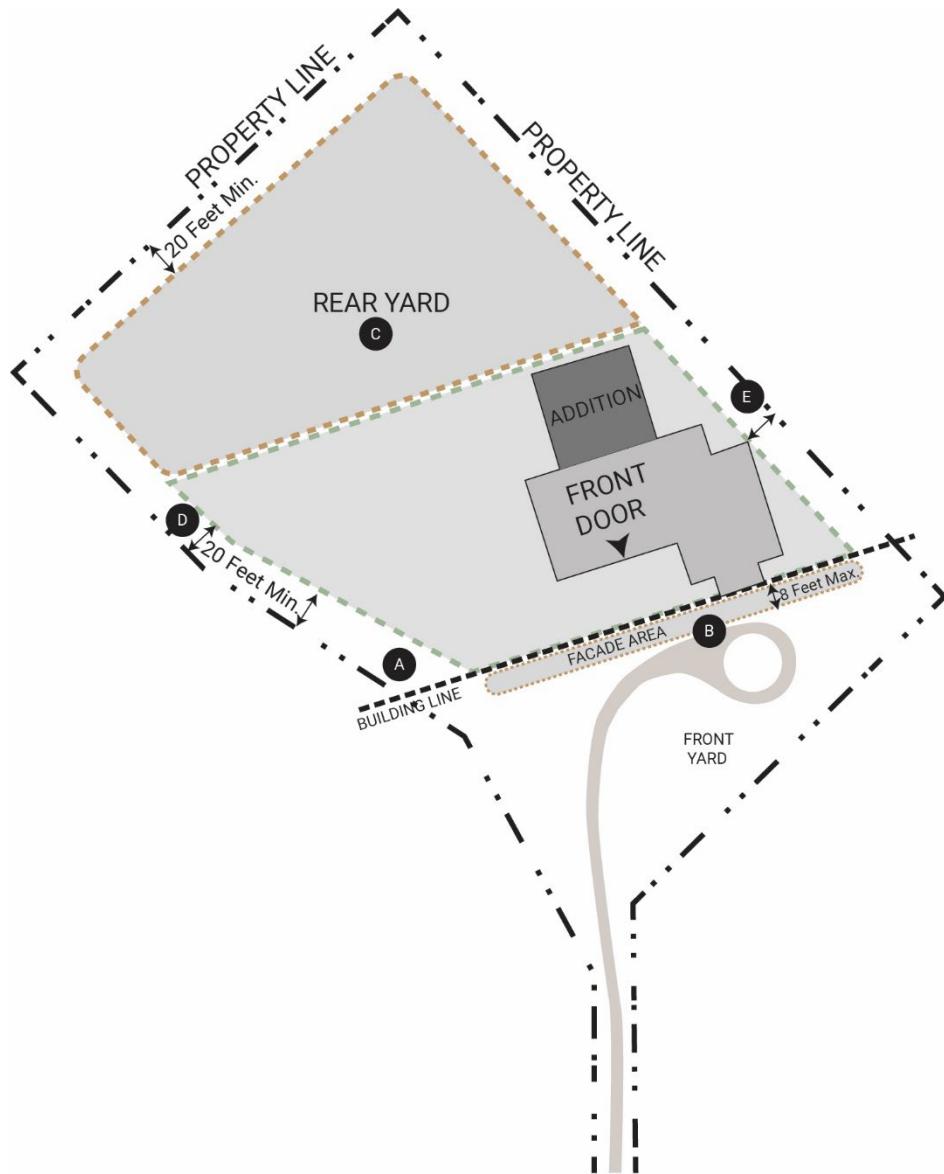
Figure 4. Corner Lots



M. Flag lots: A flag lot is a lot with access that is provided to the bulk of the lot by means of an narrow corridor. Flag lots that front on or are immediately at the end of a private road or common driveway shall have the same requirements as regular lots. Flag lots which do not front on or are immediately at the end of a private road or common driveway shall be subject to the following modifications and/or additional requirements:

(1) Flag lots (Created prior to October 22, 2012): Lot and bulk requirements shall be as follows:

Figure 5. Flag Lots (Created prior to October 22, 2012)

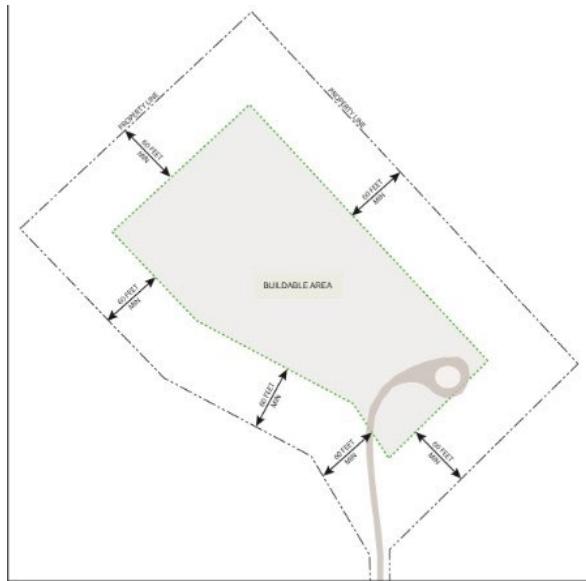


- The side and rear setbacks shall have a depth of 20 feet (Figure 5).
- The building line ("A" in Figure 5) shall be determined as a line running parallel with the front facade of the existing house along its frontmost face. Upon proper application, the Design Review and Historic Preservation Board shall make a determination as to the location of the building line, if it is not readily apparent due to the unusual shape or orientation of the house.

- c) The depth of the facade area shall, in all flag lots, be eight feet ("B" in Figure 5).
- d) All accessory structures shall conform to §185-113.

(2) Flag lots (Created after October 22, 2012). The lot and bulk requirements shall be as follows:

Figure 6. Flag Lots (Created after October 22, 2012)



- a) The front yard, side yards and rear buffer shall all have a depth of 60 feet (Figure 6).
- b) Upon proper application, the Design Review and Historic Preservation Board shall determine and set the building line.
- c) The depth of the facade area shall be eight feet.

N. All accessory structures shall conform to §185-113.

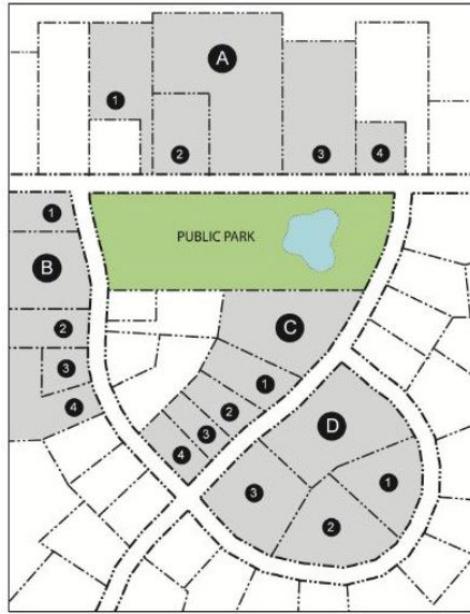
O. Building height: The maximum permitted height for structures or additions is 30 feet, except that chimneys attached to such structures may extend five feet above the highest point of the structure. However, upon proper application, the Design Review and Historic Preservation Board may permit additional height, provided that it finds that such height is appropriate within the context of the neighborhood, to a maximum of 40 feet.

§ 185-18. Subdivision of existing lots without creation of new road.

A. Determining context. The 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, which shall be chosen as follows:

- (1) The adjacent lots must be on the same side of the street as the subject lot, with lot frontage on the same public or private road.
- (2) The adjacent lots must be residential lands. Other land use types, such as recreational, institutional, commercial or public lands (schools, golf courses, ball fields, parks, playgrounds or utilities), shall not be counted as adjacent lots.
- (3) The adjacent lots must be immediately next to and contiguous to the subject lot and to each other.
 - a) The two adjacent lots on either side of the subject parcel should be used whenever possible ("Lot A" in Figure 8). If it is not possible to use two lots on either side, then the closest similar combination should be used, such as one to the left and three to the right ("Lot B" in Figure 8), or all four to the same side if necessary ("Lot C" in Figure 8).

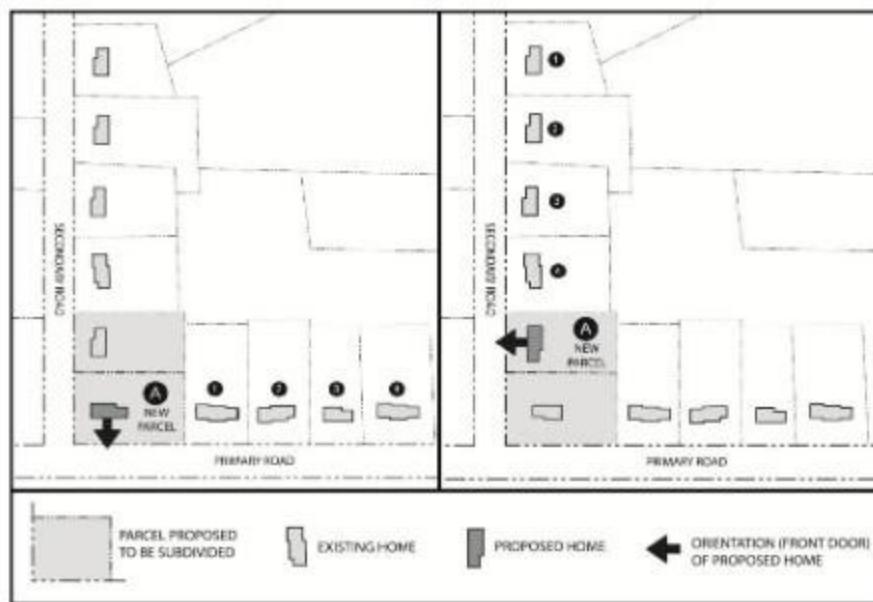
Figure 8. Determining Adjacent Lots



- b) If it is not possible to find four adjacent lots which are contiguous with the subject lot and to each other, then three lots may be used ("Lot D" in Figure 8).

- c) Adjacent and contiguous lots do not include those on the other side of a street.
- d) In cases where it is not possible to find three adjacent lots for consideration, upon proper application, the Planning Board shall determine which surrounding lots are to be considered adjacent lots, including lots further removed or on the opposite side of the public or private road.
- e) On lots which are on or adjacent to corners, the orientation of the proposed primary structure shall dictate which lots shall be counted as the adjacent lots. In the example on the left in Figure 9, the proposed primary structure is oriented toward the primary road, so that the four lots along the primary road would be considered the adjacent lots, because they are oriented in the same direction. In the example on the right, the four lots on the secondary road would be considered the adjacent lots, while the lot on the corner would not be considered an adjacent lot since its primary structure is oriented toward a different street.

Figure 9. Determining Adjacent Lots by Orientation



B. Lot requirements. The lot requirements for a subdivision that does not include the creation of a new public or private road shall be calculated based on the average dimensions of the adjacent lots and shall be determined as follows:

- (1) Average lot area. The average lot area is the average of the adjacent lots. If this average exceeds two acres, then two acres shall be used as the minimum lot size of the newly created lot(s).

- (2) Average lot width. The average lot width is the average of the adjacent lots. If this average exceeds 100 feet, then 100 feet shall be used as the minimum lot width for the newly created lot(s).
- (3) Average lot depth. The average lot depth is the average of the adjacent lots. The depth shall be measured from the midpoint of the front property line to the furthest part of the rear property line. If this average exceeds 200 feet, then 200 feet shall be used as the minimum lot depth for the newly created lot(s).
- (4) Example calculation. In the example below, the average lot area of the four adjacent lots is 1.40 acres. The subject lot may use this average lot area or a default lot area of two acres, whichever is lower, as the minimum lot area for any new lots. (In this example, 1.4 acres is the minimum lot area.) The average lot width of the four adjacent lots is 205 feet. The subject lot may use this average lot width of 205 feet or a default lot width of 100 feet, whichever is lower, as the minimum lot width for any new lots. (In this example, the default lot width of 100 feet is the minimum lot width.) This calculation is repeated for lot depth to determine the final minimum dimensional requirement for any new lots created from the subject lot.

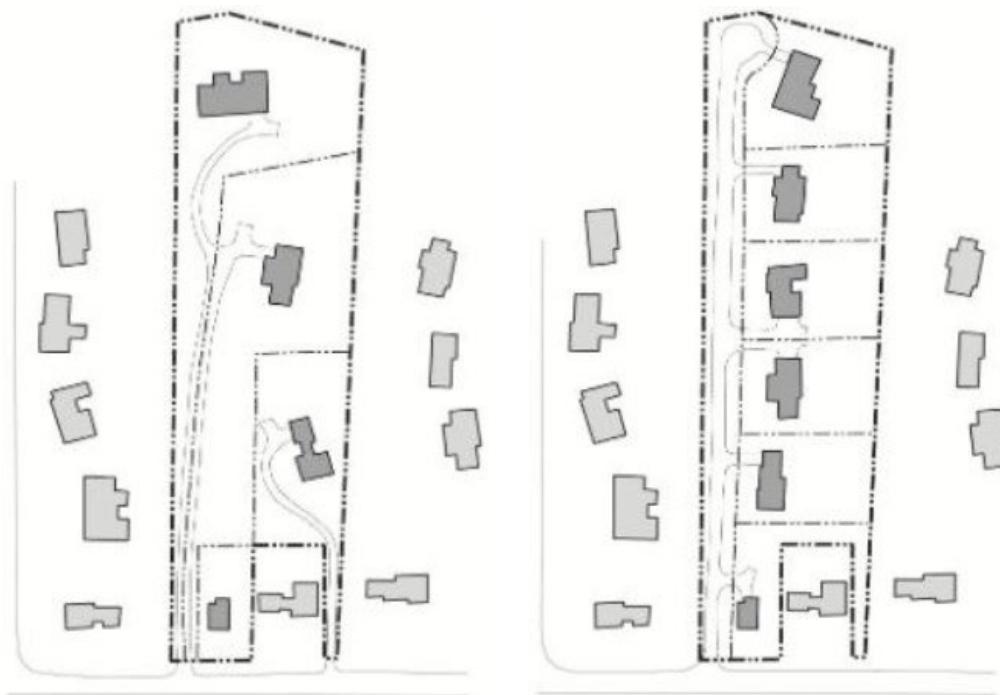
Example A. Context-Based Subdivision: Example Calculation							
	Adjacent Lots				May Use Smaller Dimension of Average or Default		Minimum Required for New Lots
	1	2	3	4	Average	Default	
	0.98	1.16	1.65	1.84	1.40 acres	2.0 acres	1.4 acres
	175	215	240	190	205 feet	100 feet	100 feet
	285	350	315	256	301 feet	200 feet	200 feet

- C. Reduction for unbuildable land. In determining the lot area of the subject lot and of the adjacent lots, the site capacity calculation worksheet referred to in the Town's Subdivision Regulations shall be used to calculate the buildable area.
- D. Building line. As part of the subdivision process, the Planning Board shall determine the building line for each new lot, based on the context of the adjacent lots.

§ 185-19. Subdivision of lots that include creation of new road.

A. Subdivision context and lot requirements. New subdivision lots that include the creation of a new public or private road should be arranged in a fashion which is in keeping with the surrounding neighborhood context and in a manner that respects abutting lots in terms of lot area width and depth, as well as yard orientation and street orientation. In general, the subdivision layout shall achieve the following design principles to the extent practical:

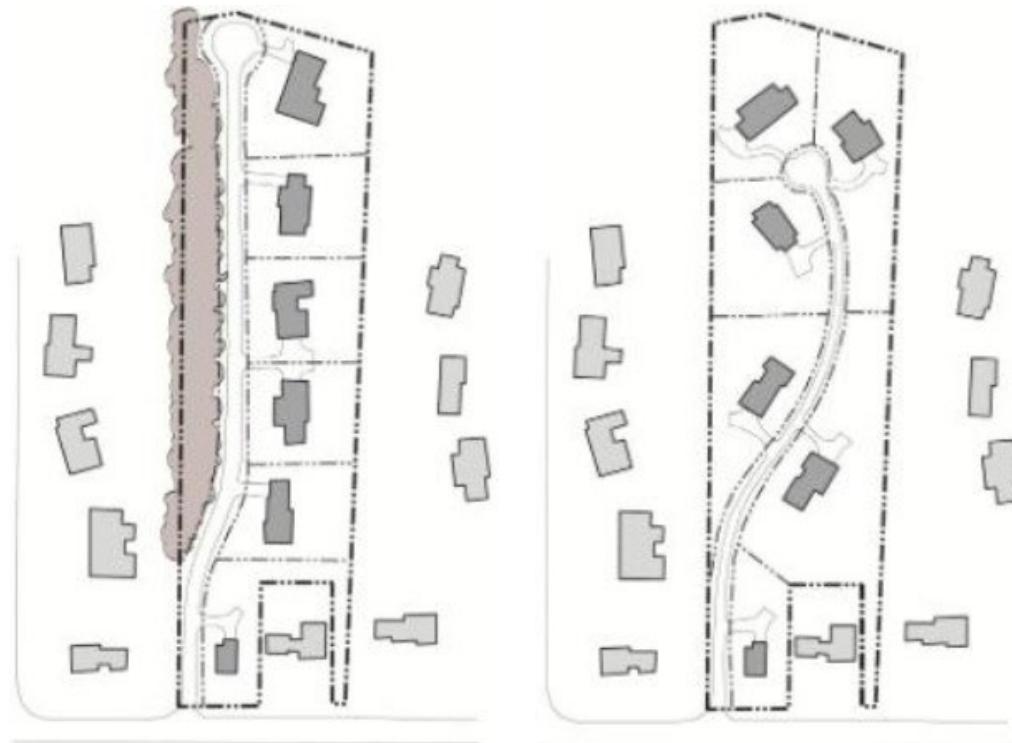
- (1) As part of the subdivision approval process, the Planning Board shall determine the appropriate number of allowable lots, as well as the building line, lot area, lot width and lot depth for each new lot, based on the context of the new lots to adjacent existing lots and to one another.
- (2) Rear yards of new lots should face the rear yards of existing adjacent lots.
- (3) Front yards of new lots should not face into the rear or side yards of existing adjacent lots unless there is a significant distance, as determined by the Planning Board, between the front of the new home and the rear or side yard of the adjacent lot.
- (4) Front yards of new lots should not face into the rear or side yards of new lots unless there is a significant distance, as determined by the Planning Board, between the front of the new primary structure and the rear or side yard of the other new lots.
- (5) A vegetated buffer may also be required by the Planning Board to create appropriate screening.
- (6) Front yards should face the front yards of lots across the street, and side yards should face into the side yards of adjacent lots.
- (7) The examples in Figure 10 illustrate and describe how the subdivision context and lot requirements in this subsection can be used to evaluate proposed subdivision layouts. In these examples the proposed layouts are not acceptable.

Figure 10. Sample Subdivision Layouts (Unacceptable)

Poor - This proposed layout creates awkward relationships where front yards are facing side or rear yards of adjacent properties. Removing one of the proposed lots could allow for a redesign that would provide adequate separation and make this type of layout more acceptable.

Poor - This proposed layout does a better job of having the rear yards of proposed new lots face the rear yards of existing properties to the right; however, it creates a street directly abutting the rear yards of the existing properties to the left.

(8) The examples in Figure 11 illustrate and describe how the subdivision context and lot requirements in this subsection can be used to evaluate proposed subdivision layouts. In these examples the proposed layouts are acceptable.

Figure 11. Sample Subdivision Layouts (Acceptable)

Better - This proposed layout keeps rear yards facing rear yards and also provides a vegetated buffer along the new road to shield it from the rear yards of the existing properties to the left.

Preferred - This proposed layout keeps the rear yards of proposed lots facing the rear yards of existing properties to the left and the right. It also creates a front-yard-to-front-yard relationship across the street for the new homes in the subdivision.

§ 185-20. Lot consolidation.

Proposals to merge two or more lots, or lot line adjustments resulting in a net increase of 10,000 square feet or more to one lot, shall be reviewed by the Planning Board as if it were a subdivision. As part of its review, the Planning Board shall consider the potential impact of the proposed consolidation on neighborhood context and, in particular, the potential size of a primary structure on the larger lot in relation to existing primary structures in the neighborhood. Based on its review, the Planning Board may approve the consolidation or lot line adjustment, grant approval with specific conditions limiting the potential size of primary structures on the modified lots, or disapprove the application.

Article V. (Reserved)

§ 185-21. (Reserved)

§ 185-22. (Reserved)

Article VI. (Reserved)

§ 185-23. (Reserved)

Article VII. **B Residential District**

§ 185-24. Purpose.

The B Residential District is established to provide and maintain land area for residential neighborhoods of both single- and multifamily dwellings.

§ 185-25. Permitted uses.

The following uses are permitted:

Permitted Uses
Single-family dwelling, attached or detached
Two-family dwelling
Apartment house
Senior housing, subject to approval by the Town Board and provisions of Article XXXVIII, incentive zoning regulations.
Accessory structures and uses, subject to § 185-113.

§ 185-26. Specially permitted uses.

The following uses may be permitted pursuant to a special use permit issued by the Planning Board:

Special Permit Uses
Place of worship, subject to § 185-124.
School, subject to § 185-131.

§ 185-27. Lot and bulk requirements.

A. Lot size. Each single-family or two-family dwelling shall be located on a lot in compliance with the following:

Lot and Bulk Requirements

MINIMUM	
<i>Area</i>	16,000 square feet
<i>Width</i>	100 feet

<i>Front Setback</i>	MIN 50 feet
<i>Side Setback</i>	MIN 15 feet
<i>Rear Setback</i>	MIN 10 feet
MAXIMUM	
<i>Height, building or structure</i>	MAX 30 feet ¹
<i>Lot Coverage</i>	MAX 33%

NOTE: (1) Except that chimneys attached to such structure may extend five feet above the highest point of the structure.

- B. No more than one residential building shall be erected on any one lot.
- C. Apartment house regulations. Each apartment house shall comply with the following additional regulations and shall be subject to site plan review and approval in accordance with Article XXIX of Town Code:
 - (1) Location. No apartment house shall be erected on any lot or premises less than one acre in size.
 - (2) Lot area for dwelling unit. No apartment house may be erected which has less than 2,850 square feet of lot area for each dwelling unit in said apartment house.
 - (3) Number of dwelling units. No apartment house shall have more than eight dwelling units.
 - (4) Dwelling unit size. No dwelling unit shall have less than 700 square feet of livable floor space and not less than one separate bathroom. Any dwelling unit having more than one bedroom shall have, in addition to the 700 square feet of livable floor space specified herein, 150 square feet of livable floor space for each bedroom over one.
 - (5) Setbacks. Subject to the supplemental setback requirements of § [185-120](#), the minimum setbacks for apartment houses and their garages shall be as follows:
 - a) Front setback: 50 feet.
 - b) Side setbacks: 15 feet.
 - c) Rear setback: 20 feet.
 - d) There shall be at least 40 feet between the nearest points of any two apartment houses.
 - (6) Water, storm and sanitary sewers. No apartment house shall be erected unless serviced by public water, storm and sanitary sewers.
 - (7) Rental office. One office for rental or management purposes or for a caretaker unit may be established as part of an apartment development, provided that it is limited

in size to one apartment unit or its equivalent and it is integrated into the development.

Article VIII. **Rural Residential (RRAA) District**

§ 185-28. Definitions.

For purposes of this article, the following term shall have the meaning indicated:

PARCEL

Any tax parcel, contiguous tax parcels under single ownership or contiguous tax parcels proposed to be developed as a unit. For the purpose of this section, each tax parcel shall be identified by the Tax Map of the Town of Pittsford dated January 13, 1986, and single ownership shall be determined by deed filed as of January 13, 1986. It is the express intent of this article that no parcel as defined herein may be changed or reconfigured after January 13, 1986, for the purposes of applying or avoiding the restrictions of this article.

§ 185-29. Permitted uses.

The following uses are permitted:

- A. Single-family dwelling, detached.
- B. Single-family dwelling, attached; provided there are no more than four attached units per building and no more than one dwelling unit per lot.
- C. Agriculture.
- D. Open space.
- E. Accessory structures and uses, subject to § 185-113.
- F. Accessory structures and/or facilities, owned and maintained by a homeowners' association, and located on homeowners' association lands. Such amenities are subject to review and approval by the Planning Board as part of a subdivision application process or site plan application.
- G. Senior housing development, subject to approval by the Town Board and provisions of Article XXXVIII, incentive zoning regulations.

§ 185-30. Specially permitted uses.

The following uses may be permitted pursuant to a special permit issued by the Planning Board:

- A. Place of worship, subject to § 185-124.

- B. Golf course.
- C. School, subject to § 185-131.

§ 185-31. Development of less than 10 acres.

A parcel, as defined herein, consisting of less than 10 acres may be developed at a density of 1.0 residential dwelling units per acre. The following lot and bulk requirements shall apply:

Lot and Bulk Requirements

MINIMUM	
<i>Area, single-family use</i>	16,000 square feet
<i>Area, other use</i>	32,000 square feet
<i>Width</i>	125 feet
<i>Front Setback</i>	70 feet
<i>Side Setback</i>	20 feet
<i>Rear Setback</i>	10 feet
<i>Floor Space</i>	1,800 square feet
MAXIMUM	
<i>Lot Coverage</i>	40%
<i>Building Height</i>	40 feet¹

NOTE: 1) Except that chimneys attached to a primary structure may extend up to five feet above the highest point of the structure.

§ 185-32. Development of 10 acres or more.

A parcel consisting of 10 acres or more may be developed at a density of one residential dwelling unit per 10 acres. In lieu of development at said density, such parcel may be developed with a cluster development at a density of 1.0 residential dwelling units per acre, provided that the following conditions and limitations are met:

- A. Application of Town Law § 278. “Cluster Development, all development applications shall be processed by the Planning Board pursuant to the provisions of § 278 of the Town Law. As part of that process, the Planning Board shall, at a minimum, apply the limitations and conditions of this article.
- B. Development site. Residential dwelling units shall be developed on a maximum of 35% of the base site area, as defined in § 175-5, within the parcel.
- C. Site capacity. The maximum allowable dwelling units that may be built on said development site shall be determined by the Site Capacity Calculation Worksheet, as required by the Town's Subdivision Regulations.^[1]

[1] *Editor's Note: Said worksheet is included as an attachment to Ch. 175, Subdivision of Land.*

D. Permanent rural conservation site. A minimum of 65% of the base site area within the parcel shall be permanently designated as rural conservation and shall be so designated on the Official Zoning Map.

(1) The selection of land within a parcel to be designated as rural conservation shall be made by the applicant and subject to the approval of the Planning Board based on the following criteria:

- a) Preservation of existing farms or the “Greenprint for Pittsford’s Future,” mapped in 1996.
- b) Appropriateness of land for agricultural use.
- c) Appropriateness of land for recreational use, including but not limited to trails or passive parklands.
- d) Establishment or preservation of blueways and/or greenways.
- e) Preservation of environmentally sensitive lands.
- f) Inappropriateness of land for development.
- g) Location and availability of roads, utilities, and other services.
- h) Location of other rural conservation land.
- i) Location of historic or significant properties and/or other developments.
- j) Establishment of major roadway corridor buffer(s).
- k) Establishment of landscape buffers between neighborhoods.

(2) Rural conservation lands may be held in private ownership or, if proposed for public ownership, shall be dedicated to the Town of Pittsford.

(3) Land designated as rural conservation shall be limited to the following uses:

- a) Agriculture, to include the growing of crops and accessory agricultural uses. No livestock farming shall be permitted, but nothing contained herein shall prevent the keeping of horses in privately owned rural conservation land in accordance with § 185-116 of this chapter, including pasturage, but no structures other than fences as permitted by this chapter may be erected thereon.
- b) Dedicated park and recreation area.
- c) Open space.

§ 185-33. Rural conservation sites in private ownership.

- A. Where rural conservation sites result from the application of RRAA zoning requirements, or are otherwise existing, and which are not dedicated to the Town, they shall be described in a conservation easement executed by the owner and delivered to the Town. The Department of Public Works may not grant final approval to any development plans until the conservation easement is received by the Town.
- B. The conservation easement shall describe the rural conservation site in metes and bounds and shall include the statement: "This tract or parcel of land is a rural conservation site subject to the provisions of the Town of Pittsford Zoning Law substantially restricting its use."
- C. The conservation easement shall be recorded by the Town in the Monroe County Clerk's office.

Article VIIIA. **Rural Residential South Pittsford (RRSP) District**

§ 185-33.1. Establishment of district.

- A. Purpose. The purpose of the Rural Residential South Pittsford (RRSP) Zone is to support creative, low-impact development patterns and land uses that conserve resources and lands identified in a public planning process for an update to the Comprehensive Plan which focused on the area in Town south of the New York State Thruway. The district is established to provide and maintain land area to promote and support ongoing agricultural uses and activities that complement the rural character of the residential and Mendon Ponds Park setting and encourage farms to remain in farm production, while providing reasonable land area for neighborhoods of single-family dwellings at a medium to low density on a range of lot sizes using conservation-sensitive design. The resources, lands and values identified by the community as important to conserve include: rural character, agriculture, highly visible open space lands, and visual and wildlife buffer area adjacent to Mendon Ponds Park lands.
- B. Pursuant to § 185-5, the Official Zoning Map of the Town of Pittsford is amended and revised to establish and include the Rural Residential South Pittsford Zoning District, as described in Exhibit A.^[1]

[1] *Editor's Note: Exhibit A is on file in the Town offices.*

§ 185-33.2. Definitions.

BUFFER

An area of land undisturbed or established and suitably developed with natural vegetation and landscaping. Fencing and berms may be included as part of such an area.

COMMERCIAL STABLE

A business for boarding horses that may be owned by off-site owners; a horse-drawn carriage or livery type of business; and a business for riding and riding lessons for fee.

COUNTRY STORE

A retail business that builds on the farm market model of a business (See definition below.), but includes the sale of regionally produced agricultural and regionally produced arts and handcrafted products within an enclosed structure of no more than 5,000 square feet in size. Additionally, nonagricultural-related retail products may be sold in an area that is no more than 20% of the net sales floor space. Outside sales of regionally produced agricultural products (i.e., strawberries, pumpkins, Christmas trees, etc.) are permitted.

FARM MARKET

A retail business operation, as an accessory use to an agricultural use, that sells locally produced agricultural products within an enclosed structure. Outside sales of locally produced agricultural products (i.e., strawberries, pumpkins, Christmas trees, etc.) are also permitted.

FARM OPERATION

The land and on-farm buildings, equipment and practices which contribute to the raising, production, preparation and marketing of crops, livestock and livestock products for gain. The farm operation includes necessary farm structures within the prescribed limits of the farm parcel and the storage of equipment as part of the farm operation. A farm operation does not include the operation of a commercial stable.

PARCEL

Any tax parcel or contiguous tax parcels under single ownership. For the purpose of this article, each tax parcel shall be identified by the Tax Map of the Town of Pittsford dated March 16, 2004, and single ownership shall be determined by deed filed as of March 16, 2004. No parcel as defined herein may be changed or reconfigured after March 16, 2004, for the purposes of applying or avoiding the restrictions of this article.

TACK SHOP

A business for the sales and repair of equine-related and other animal equipment and gear.

VETERINARY CLINIC

A place where animals are given medical care, and the boarding of animals is limited to short-term care incidental to the hospital use.

§ 185-33.3. Permitted uses.

The following uses are permitted as principal uses within the RRSP District:

- A. Single-family dwelling.
- B. Private stable; keeping of horses, subject to § 185-116.
- C. Farm operations, provided that such operations are consistent with §§ 150 and 308 of the Agriculture and Markets Law of the State of New York.
- D. Farm stand, subject to the provisions of § 185-114.
- E. Open space.
- F. Accessory structures and uses, subject to § 185-113.

§ 185-33.4. Specially permitted uses.

The following uses may be permitted on parcels of five acres or more pursuant to a special use

permit issued by the Planning Board:

- A. Commercial stable.
- B. Farm market, within an enclosed structure of no more than 1,200 square feet in size.
- C. Country store.
- D. Veterinary clinic.
- E. Tack shop.
- F. Place of worship, subject to § 185-124.
- G. School, subject to § 185-131.
- H. Golf course.

§ 185-33.5. Residential development of less than 20 acres.

- A. Site capacity. A parcel of less than 20 acres may be developed at a maximum density of one residential unit per five acres. A parcel which is less than five acres but larger than 16,000 square feet may be developed with one dwelling unit as a preexisting nonconforming lot. No more than one residential building shall be erected on any one lot. Approval of subdivisions under § 278 of the Town Law for parcels of less than 20 acres is prohibited.
- B. The following minimum standards shall apply to parcels of five acres or more:
 - (1) The minimum lot size shall be five acres.
 - (2) Front property line width shall be 200 feet as measured parallel with the highway.
 - (3) Front setbacks shall be 70 feet as measured from the front property line.
 - (4) Side setbacks shall be 20 feet from the property line.
 - (5) Rear setbacks shall be 50 feet from the rear property line.
 - (6) Minimum floor area shall be 1,800 square feet.
 - (7) The maximum permitted height of any structure is 40 feet, except that chimneys attached to such structure may extend five feet above the highest point of the structure.
- C. Lot coverage. Max 15%.

D. A parcel which is less than five acres but larger than 16,000 square feet may be developed with one dwelling unit. The following minimum standards shall apply:

- (1) Each lot shall have a minimum lot width of 125 feet.
- (2) Front setbacks shall be 70 feet.
- (3) Side setbacks shall be 20 feet.
- (4) Rear setbacks shall be 10 feet.
- (5) Minimum floor space shall be 1,800 square feet.

§ 185-33.6. Residential development of 20 acres or more.

A parcel of 20 acres or more may be developed at a density of one residential unit per five acres. Said development shall comply with the provisions of **§ 185-33.5B**. In lieu of development at said density, such parcel of 20 acres or greater may be developed at a density of up to one residential unit per acre, provided that development meets the following conditions and limitations:

- A. Application of Town Law § 278. “Cluster Development,” all development applications shall be processed by the Planning Board pursuant to the provisions of § 278 of the Town Law. As part of that process, the Planning Board shall, at a minimum, apply the limitations and conditions of this section.
- B. Site capacity. The maximum allowable dwelling units that may be built on said development site shall be determined by the site capacity calculation worksheet, as required by the Town's Subdivision Regulations.
- C. The development shall demonstrate significant application and incorporation of the community values and guiding principles for community amenities for the area south of the New York State Thruway as presented in the South of the Thruway Update to the Town of Pittsford Comprehensive Plan. The guiding principles for community amenities outlined below as specific criteria are listed in order of priority, Preservation of agricultural lands being the highest priority:
 - (1) Preservation of agricultural lands and uses.
 - (2) Permanent protection of larger contiguous areas of significant open space resources which are visible to the general public, including farmlands and natural wildlife habitats and corridors.
 - (3) Buffering of new development from existing residences and public views.
 - (4) Restoration and adaptive reuse of mined landscapes.

- (5) Provision of trail connections through the neighborhood.
- (6) Provision of public sewers.
- (7) Adaptive reuse of farm structures that preserves the agricultural setting and uses such as the farmstead and barns and surrounding fields.
- (8) Creative site planning that maintains residential and pastures and rural character (i.e., not "cookie-cutter" design), allowing for direct visual access to open land, woodlots, horse farms, scenic views, etc.
- (9) Design that respects and buffers Mendon Ponds Park.
- (10)
- (11) Protection of dark night skies through limited lighting and appropriate placement, design and construction standards.

D. Dimensional requirements for development on parcels of 20 acres or more:

Responsiveness to Criteria	Permanent Rural Conservation Area ¹	Dwelling Units ²	Lot Size	Lot Width ³	Front Property Line Width	Front Setback	Rear Setback	Side Setback
Minimum standard for all projects: Apply conservation-based design	0%	0.20 per Acre	5.0 Acres MIN	200 ft MIN	200 ft MIN	70 ft MIN	50 ft MIN	20 ft MIN
Project responds significantly to at least four (4) criteria	40% MIN	0.5 per Acre	1.0 Acre MIN	125 ft MIN	125 ft MIN	40 ft MIN	40 ft MIN	20 ft MIN
Project responds significantly to at least six (6) criteria	50% MIN	0.75 per Acre	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
Project responds significantly to at least eight (8) criteria	65% MIN	1.0 per Acre	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

NOTES: (1) Measured as amount of total project area set aside.

(2) Calculation to be based on dwelling units per developable acre.

(3) At front building line.

- E. Permanent rural conservation site. The open space within the parcel shall be permanently designated as rural conservation and shall be so designated on the Official Zoning Map.
- F. The selection of land within a parcel to be designated as rural conservation shall be made by the applicant and subject to the approval of the Planning Board.
- G. Rural conservation lands may be held in private ownership or, if proposed for public ownership, shall be dedicated to the Town of Pittsford.
- H. Land designated as rural conservation shall be limited to the following uses:
 - (1) Farming operations.
 - (2) Dedicated park and recreation area.
 - (3) Open space.

§ 185-33.7. Rural conservation sites in private ownership.

- A. Where rural conservation sites result from the application of RRSP zoning requirements, or are otherwise existing, and which are not dedicated to the Town, they shall be described in a conservation easement executed by the owner and delivered to the Town. The Department of Public Works may not grant final approval to any development plans until the conservation easement is received by the Town.
- B. The conservation easement shall describe the rural conservation site in metes and bounds and shall include the statement: "This tract or parcel of land is a rural conservation site subject to the provisions of the Town of Pittsford Zoning Law substantially restricting its use."
- C. The conservation easement shall be recorded by the Town in the Monroe County Clerk's office.

Article IX.

Suburban Residential (SRAA) District

§ 185-34. Definitions.

For purposes of this article, the following terms shall have the meanings indicated:

PARCEL

Any tax parcel, contiguous tax parcels under single ownership or contiguous tax parcels proposed to be developed as a unit. For the purpose of this section, each tax parcel shall be identified by the Tax Map of the Town of Pittsford dated January 13, 1986, and single ownership shall be determined by deeds filed as of January 13, 1986. It is the express intent of this article that no parcel as defined herein may be changed or reconfigured after January 13, 1986, for the purposes of applying or avoiding the restrictions of this article.

§ 185-34.1. Permitted uses.

The following uses are permitted:

- A. Single-family dwelling.
- B. Agricultural uses.
- C. Open space.
- D. Accessory uses, subject to § 185-113.

§ 185-35. Specially permitted uses.

The following uses may be permitted pursuant to a special use permit issued by the Planning Board:

- A. Place of worship, subject to § 185-124.
- B. School, subject to § 185-131.

§ 185-36. Maximum height restrictions.

The maximum permitted height of any structure is 30 feet, except that chimneys attached to such structure may extend five feet above the highest point of the structure.

§ 185-37. Cluster development.

All residential development applications shall be processed by the Planning Board pursuant to the

provisions of § 278 of the Town Law. As part of that process, the Planning Board shall, at a minimum, apply the limitations and conditions of this article.

§ 185-38. Density.

Each parcel may be developed at a density of 1.7 residential dwelling units per acre, subject to the following limitations and conditions:

- A. Development site. Residential dwelling units shall be developed on a maximum of 70% of the land within the parcel.
- B. Site capacity. The maximum allowable dwelling units that may be built on said development site shall be determined by the site capacity calculation worksheet, as required by the Town's Subdivision Regulations.
- C. Permanent rural conservation site. A minimum of 30% of the land within the parcel shall be permanently designated as rural conservation and shall be so designated on the Official Zoning Map.
 - (1) The selection of land within a parcel to be designated as rural conservation shall be made by the applicant and subject to the approval of the Planning Board based on the following criteria:
 - a) Preservation of existing farms.
 - b) Appropriateness of land for agricultural use.
 - c) Appropriateness of land for recreational use.
 - d) Preservation of environmentally sensitive lands.
 - e) Inappropriateness of land for development.
 - f) Location and availability of roads, utilities and other services.
 - g) Location of other rural conservation land.
 - h) Location of other development sites.
 - (2) Rural conservation lands may be held in private ownership or dedicated to the Town.
 - (3) Land designated as rural conservation shall be limited to the following uses:
 - a) Agriculture, to include the growing of crops, and accessory agricultural uses. No livestock farming shall be permitted, but nothing contained herein shall prevent the keeping of horses in privately owned rural conservation land in accordance

with § **185-116** as permitted by this chapter, including pasturage, but no structures other than fences, as permitted by this chapter, may be erected thereon.

- b) Dedicated park and recreation area.
- c) Open space.

§ 185-39. Rural conservation sites in private ownership.

- A. Where rural conservation sites result from the application or SRAA zoning requirements, or are otherwise existing, and which are not dedicated to the Town, they shall be described in a conservation easement executed by the owner and delivered to the Town. The Department of Public Works may not grant final approval to any development plans until the conservation easement is received by the Town.
- B. The conservation easement shall describe the rural conservation site in metes and bounds and shall include the statement: "This tract or parcel of land is a rural conservation site subject to the provisions of the Town of Pittsford Zoning Law substantially restricting its use."
- C. The conservation easement shall be recorded by the Town in the Monroe County Clerk's office.

Article IXA. **Monroe Avenue Transitional Zone (MATZ)**

§ 185-39.1. Findings.

The Town Board finds that special action is required to address the unique problems and concerns for this area, including but not limited to concerns regarding the existing and potential disinvestment in the residential properties located in this area, the high volume of traffic experienced by properties adjacent to Monroe Avenue, the proposed demolition of architecturally significant structures and recent zoning variances granted which are not conducive to supporting the expressed community desire to maintain and protect the residential quality of this area. In order to support and protect the health, safety and welfare of the residents of this corridor, and the Town as a whole, this article is adopted.

§ 185-39.2. Purpose.

The Monroe Avenue Transitional Zone (MATZ) is created as a separate zoning district to encourage the continued residential uses associated with this district, to protect the established residential character and inherent natural features of the district and to offer incentives for property owners to maintain and improve their properties in a manner that protects the residential quality of the district. This article is designed specifically to retain, strengthen and enhance the attractive and harmonious residential neighborhood and natural communities existing within the boundaries of the district.

§ 185-39.3. Applicability.

The MATZ District generally extends northwesterly along Monroe Avenue from the bridge over the canal at the village/Town boundary through French Road and the beginning, immediately past that intersection, of a commercial zone.

§ 185-39.4. Definitions.

As used in this article, the following terms shall have the meanings indicated:

ARCHITECTURAL RESOURCES

Any structural or decorative component visible from a public way, which, considered either individually or collectively, contributes to the aesthetic composition of the structure.

DEMOLITION

The razing of any existing residential structure, including substantial removal of structural building components so as to cause an effective removal of an existing residential structure. Demolition does not include partial removal of structural elements to facilitate restoration.

EXISTING USES

Those residences and their accessory uses, accessory buildings and structures appurtenant thereto, including additions, which were present on a site, existing and complete as of January 1, 2000.

FLOODPLAIN AREA

Any portion of a property within the "area of special flood hazard," as defined in Chapter 95 of this Code.

PERFORMANCE STANDARDS

Measures by which the requirements for compliance with the purpose and intent of this article can be determined. These standards may include, but not be limited to, empirical measures of traffic or noise generation, or subjective observations of architectural compatibility and landscape preservation, and similar aesthetic determinations.

USE CONVERSIONS/SITE MODIFICATIONS

Any change to a use, other than single-family residential or permitted accessory uses thereto, or to the land or landscape elements associated with such change.

WOODED LANDSCAPE BUFFER

An area where the natural vegetation, including trees, shrubs and smaller plants, are preserved and maintained in a natural state so as to provide visual screening and noise mitigation from abutting uses.

§ 185-39.5. Permitted uses.

The following uses are permitted:

- A. Single-family dwelling.
- B. Accessory structures and uses, subject to § 185-113.
- C. Home occupation, as an accessory use, provided such use is in conformance with the requirements of § 185-113. However, such home occupation may include one nonresident employee.

§ 185-39.6. Specially permitted uses.

- A. Intent. In order to advance the purposes of this District, certain uses will be allowed through a special use permit process by the Planning Board. In addition to the general special use permit requirements of the Zoning Code, a special use permit is only appropriate under this section for those circumstances where the applicant can demonstrate that the residential character and scale of the district are conserved through the proposed project. Special use permits may be granted only for the following uses:
 - (1) The adaptive reuse of a residential structure existing prior to January 1, 2000, for

small-scale offices for a business, professional organization, administrative sales, insurance, the design and graphic arts, art studio, photo studio, licensed therapy or similar organization having only limited contact with the general public.

- (2) Multi-resident senior or retirement housing, bed-and-breakfast overnight facilities and attached housing.
- (3) Place of worship or school (see definition at § 185-8) subject to, respectively, § 185-124 or § 185-131.

§ 185-39.7. Prohibited uses and limitations to permitted uses.

The following uses are prohibited or limited:

- A. Any use not expressly permitted under § **185-39.5** or § **185-39.6** is prohibited.
- B. Any new single-family dwelling or any demolition or alteration of an existing residential structure which will either continue as a single-family dwelling or which is subject to a special use permit under § **185-39.6** shall be subject to the requirements of § **185-39.8**.
- C. Retail sales other than by mail, general medical, dental, or related offices, or similar high-volume traffic generators (i.e., more than 20 vehicle trips per day) and any other use not expressly permitted herein.

§ 185-39.8. Additional requirements for MATZ properties.

The following provisions are applicable to all properties within the district, except for those provisions which are identified as applicable only to those properties seeking special use permit approval for a change in use. To the extent that any property does not comply with these requirements as of the effective date of this article, it shall be considered a preexisting nonconforming use or condition, subject to the limitations applicable to such uses or conditions as are contained in this Code or otherwise under law.

- A. Appearance of buildings and grounds. The architectural and general appearance of all buildings and grounds shall be in keeping with the character of the neighborhood, and such is not to be detrimental to the public health, safety and general welfare of the community in which such use or uses are located. All extra building facade and site modifications shall conform to the Monroe Avenue Design Guidelines, dated April 2, 2002, as amended and supplemented.^[1]

[1] *Editor's Note: The Monroe Avenue Design Guidelines are on file in the Town Clerk's office.*

- B. Lot and bulk requirements. The following shall be applicable to all lots and use conversions/site modifications in the MATZ Zone:
 - (1) Lot size. Each shall be located on a lot in compliance with the following:

- a) Each lot shall have a minimum area of 45,000 square feet.
- b) Each lot shall have a minimum lot width and road frontage of 150 feet.
- c) No more than one primary structure shall be erected on any one lot.

(2) Required setbacks. Subject to the supplemental setback provisions of § **185-120**, the minimum required setbacks for each structure are:

- a) Front setback: 70 feet.
- b) Rear setback: 35 feet.
- c) Side setback: 15 feet.

(3) Height. The maximum permitted height of any structure or dwelling is 30 feet, except that chimneys attached to such structures may extend five feet above the highest point of the building.

(4) Lot coverage. Max 20%.

(5) Other performance standards.

(6) Wooded landscape buffer.

- a) With the exception of routine, seasonal maintenance or minimal clearing for utility connections, no trees and/or shrubs shall be trimmed or removed from the area within the wooded landscape buffer on any parcel prior to the issuance of a Landscape Alteration Permit (Article XXVII, § 185-183 et seq., Code of the Town of Pittsford). The dimensions of the buffer are as follows:
 - [1] Front yard buffer: 35 feet. The construction of a walk and driveway are excluded.
 - [2] Side yard buffer: 15 feet.
 - [3] Rear yard buffer: 20 feet.
- b) Notwithstanding the foregoing, however, the Planning Board may, during the site plan review process, require the replacement, preservation and/or planting of larger wooded landscape buffer areas to screen parking, refuse storage or similar uses from abutting properties to advance the purposes of this Code.
- c) Nothing contained herein shall affect the applicability of Article XXVII, Landscape Alteration Permits (§ 185-183 et seq., Code of the Town of Pittsford), as it relates generally to lots located within the MATZ Zone.

(7) Where Design Review and Historic Preservation Board review is required by this

chapter, such Board, in addition to any other general or specific standards it would apply in any other application, shall consider and apply the following specific considerations:

- a) The project shall respect the existing architectural and landscape design of the existing residential setting, considering the overall context of the site and building in terms of its history, surroundings and the aesthetic sense of its original designer and builder.
- b) Any improvements shall be completed in a residential style and shall be compatible with the adjacent structures and neighborhood.
- c) The project, including landscaping, shall feature elements of a residential scale, proportion and landscaping.
- d) For those projects seeking a special use permit, no conversions/site modifications shall result in more than a total five-percent increase in nonresidential square footage of any structure on any lot within the MATZ Zone.
- e) New construction of a residence shall be designed to complement the architectural and landscape design of the district.

C. Parking. The parking requirements of §185-96 in Article XVA shall apply.

D. Change of use. No specially permitted use may be changed to any other use without review of such change by the Code Enforcement Officer. Such review shall determine that the proposed new use would be allowed as a specially permitted use and to what extent, if any, mitigation of the impact of such use would be necessary. The Code Enforcement Officer may counsel with and receive guidance from the Planning Board to make these determinations.

Article X. **Mixed Use - Commercial (MU-C) District**

§ 185-40. Purpose.

The purpose of the Mixed Use - Commercial District is to support the vision and goals of the Town's Comprehensive Plan, Active Transportation Plan, and other supporting plans and studies. Specifically, this District is intended to foster the redevelopment of the auto-oriented Monroe Avenue corridor (from the Brighton Town line to French Road) into an attractive, multi-modal commercial corridor that serves as the Town's primary activity center. The Mixed Use - Commercial District regulates the location, design and use of structures and land to emphasize and redefine the streetscape in a manner reminiscent of the traditional character, walkability, and human-scale environment exemplified within Pittsford Village center. Future investment in the Mixed Use - Commercial District should:

- A. Continue to develop the corridor as a destination center for the Town, providing a variety of goods, services, and experiences for residents and the travelling public.
- B. Incorporate residential living options to increase local housing choice for residents.
- C. Support the mixing of uses, both vertically and horizontally, to maximize the use of land and increase economic opportunity.
- D. Enhance non-motorist access and connectivity both along the Monroe Avenue corridor as well as within and between development sites, neighborhoods, the Auburn Trail, and the Canal Path.
- E. Capitalize on existing infrastructure and employ sustainable development practices that mitigate potential negative environmental effects.

§ 185-41. Permitted uses.

The following uses are permitted:

MU-C DISTRICT. Permitted Uses
Animal Care Facility, operated wholly within a building, and not including cremation
Business or Professional Office, includes financial institution
Personal Service Establishment (see definitions §185-8)
Recreation Facility, Indoor
Retail Store
Community, Cultural, or Instructional Facility
Park or Playground
Mix of Uses in a Single Building or Lot

Residential Dwelling Units, as part of a mixed use development in accordance with §185-43 (H)
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§ 185-42. Specially permitted uses.

The following uses may be permitted pursuant to a special use permit issued by the Planning Board:

MU-C DISTRICT. Specially permitted uses
Animal Care Facility, with outdoor animal area
Day Care Center, Child or Adult
Micro-brewery or Micro-distillery
Boutique Hotel or Inn
Restaurant or Bar, with inside and/or outside seating (See restaurant definition)
Solar Energy System, as accessory use only

§ 185-43. Use limitations.

- A. Appearance of buildings and grounds. The architectural and general appearance of all commercial and residential buildings and grounds shall be in keeping with the character of the neighborhood, and such is not to be detrimental to the public health, safety and general welfare of the community in which such use or uses are located. All extra building facade and site modifications shall conform to the Monroe Avenue Design Guidelines, dated April 2, 2002, as amended and supplemented.
- B. Noise. All speaker systems, public address systems or other equipment used as a source for the production or reproduction of voice, music or other types of sound, whether for advertisement, entertainment or other usage, must be confined to the interior of structures or the outdoor sales/service area.
- C. Storage of materials. No materials of any kind shall be stored outside of any structure except such storage of materials as is specifically provided in § 185-115.
- D. Hours of operation. No trucks shall operate on the premises between the hours of 8:00 p.m. and 6:00 a.m. local time. Trash removal and similar services shall be carried out between 7:00 a.m. and 7:00 p.m. local time.
- E. Restriction on sales. Unless otherwise specifically authorized in this chapter, no sales shall be conducted except from a permanent enclosed structure.
- F. Unless otherwise specifically authorized in this chapter, each use shall be conducted from a structure used or constructed as an established place of business for the conduct of such use.
- G. No use shall be permitted to be established or maintained which by reason of its nature or

manner of operation is, or may become, hazardous, obnoxious or offensive owing to emission of odor, dust, smoke, cinders, gas fumes, noise vibration, refuse matter or water-carried waste.

H. A mixed use building or lot may include residential units provided the following conditions are met:

- (1) Each unit shall not be less than 500 square feet for a one bedroom and 140 additional square feet for each bedroom thereafter.
- (2) Where such building is within 100 feet of Monroe Avenue, all residential units shall be located above the ground floor level.
- (3) At least 20% of the development must be dedicated for commercial use.
- (4) Minimum parking requirements for residential units shall be determined by §185-95 (F).

§ 185-44. Dimensional requirements.

MU-C DISTRICT. Dimensional Requirements	
Minimum Lot Size	
Mixed Use	30,000 sf + 4,000 sf / du over 5 units
Nonresidential Use	30,000 sf
Minimum Lot Width	150 ft
Front Setbacks	
Minimum Front Setback	15 ft ²
Maximum Front Setback	50 ft ²
Minimum Side Setback	
Primary Use or Structure	20 ft
Accessory Use or Structure	10 ft
Minimum Rear Setback	
Primary Use or Structure	30 ft
Accessory Use or Structure	

Notes: (1) The notation “sf / du” indicates additional square feet of lot area to be provided per dwelling unit.

(2) As measured from the nearest edge of the sidewalk or public right-of-way, whichever is furthest from the centerline of the roadway.

§ 185-45. Bulk requirements.

MU-C DISTRICT. Bulk Requirements	
Minimum Building Height	
Primary Structure	30 ft
Maximum Building Height	
Primary Structure	45 ft
Accessory Structure	12 ft
Maximum Building Size (buildings fronting Monroe Avenue only)¹	
Building Footprint	15,000 sf per building section²
Building Width, front façade	100 ft
Minimum Open Space or Landscaped Area	
Share of Lot Area	20%

Notes: (1) Buildings existing at the time of enactment of this section shall be exempt.

(2) An individual building section shall be considered a structure built to stand alone and/or connect to adjacent buildings such as a wing or addition adjoined via a fire wall, breezeway, or other structural element providing for the articulation of the principal structure(s) to appear as a smaller scale.

(3) Chimneys may extend 5 ft above top of structure

§ 185-46. Performance standards.

- A. **Parking.** For MU-C District parking requirements, see Article XVA (Off-Street Parking Regulations).
- B. **Lighting.** All exterior lighting shall be in accordance with the provisions of Article XV (Exterior Lighting Regulations) of this Chapter.
- C. **Signs.** All signs shall be in accordance with the provisions of Article XVIII (Sign Regulations) of this Chapter.

Article XA. General Commercial (GC) District

§ 185-46.1. Purpose.

The purpose of the General Commercial District is to provide for flexibility of commercial and light industrial uses. Although higher intensity commercial and industrial uses may be permitted in the General Commercial District, effective landscaping, screening, and site design elements will be required to mitigate potentially negative impacts to the desired character of the streetscape and nearby neighborhoods. Review of future development in the General Commercial District should also consider multi-modal connectivity through elements such as parking lot location and design, incorporation of pedestrian-scale design elements, multi-use trail connections, and pedestrian-friendly building design and scale.

§ 185-46.2. Permitted uses.

The following uses are permitted:

GC DISTRICT. Permitted Uses
Animal Care Facility, operated wholly within a building, and not including cremation
Business or Professional Office, includes financial institution
Personal Service Establishment (see definitions §185-8)
Recreation Facility, Indoor
Retail Store
Vehicle Sales, Service, or Repair Shop
Packaging or Assembly of Products
Printing or Publishing Operations
Community, Cultural, or Instructional Facility
Park or Playground

§ 185-46.3. Specially permitted uses.

The following use may be permitted pursuant to a special use permit issued by the Planning Board:

GC DISTRICT. Specially permitted uses
Animal Care Facility, with outdoor animal area
Boutique Hotel or Inn
Day Care Center, Child or Adult
Restaurant or Bar, with inside and/or outside seating (See restaurant definition)
Micro-brewery or Micro-distillery
Outdoor Assembly or Seating Area

Solar Energy System
Mix of Permitted Uses in a Single Building or Lot

§ 185-46.4. Use limitations.

- A. Appearance of buildings and grounds. The architectural and general appearance of all commercial buildings and grounds shall be in keeping with the character of the neighborhood, and shall not be detrimental to the public health, safety and general welfare of the community in which such buildings and grounds are located.
- B. Noise. All speaker systems, public address systems or other equipment used as a source for the production or reproduction of voice, music or other types of sound, whether for advertisement, entertainment or other usage, must be confined to the interior of structures or the outdoor sales/service area.
- C. Storage of materials. No materials of any kind shall be stored outside of any structure, except storage of materials as is specifically allowed by § 185-115.
- D. Hours of operation. No trucks shall operate on the premises between the hours of 8:00 p.m. and 6:00 a.m. local time. Trash removal and similar services shall be carried out between 7:00 a.m. and 7:00 p.m. local time.
- E. All uses shall be conducted from a permanent enclosed structure.
- F. No use shall be conducted or maintained which by reason of its nature or manner of operation is hazardous, obnoxious or offensive owing to emission of odor, dust, smoke, cinders, gas fumes, noise, vibration, refuse matter or water-carried waste.

§ 185-46.5. Dimensional requirements.

GC DISTRICT. Dimensional Requirements	
Minimum Lot Size	
Nonresidential Use	25,000 sf
Minimum Lot Width	80 ft
Minimum Front Setback	30 ft
Minimum Side Setback	
Primary Use or Structure	20 ft
Accessory Use or Structure	10 ft
Minimum Rear Setback	
Primary Use or Structure	30 ft
Accessory Use or Structure	

§ 185-46.6. Bulk requirements.

GC DISTRICT. Bulk Requirements	
Minimum Building Height	
Primary Structure	-
Maximum Building Height	
Primary Structure	45 ft
Accessory Structure	12 ft
Maximum Lot Coverage	
Gross Impervious Surface	75%
Minimum Open Space or Landscaped Area	
Share of Lot Area	20%

§ 185-46.7. Performance standards.

- A. Visual buffering.
 - (1) Landscaped front lawns shall be provided from the edge of road pavement or curbing to the edge of the building front.
 - (2) Landscaped visual buffering of main site buildings, parking areas, walkways, internal roads and appurtenant structures is required and is subject to Planning Board approval prior to the issuance of a permit of occupancy or operation.
 - (3) HVAC units and dumpsters shall be kept to the rear of the front line of the main structure and shall be vegetatively or otherwise unobtrusively screened from view and are subject to Planning Board approval prior to the issuance of a permit of occupancy or operation.
- B. Accessory structures. Accessory structures shall be constructed to the rear of the front line of the primary structure.
- C. Loading docks. All loading docks shall be located to the rear of the front line of the primary structure. Loading dock(s) shall not be placed in a manner that impedes traffic.
- D. Parking. For GC District parking requirements see Article XVA (Off-Street Parking Regulations).
- E. Lighting. All exterior lighting shall be in accordance with the provisions of Article XV (Exterior Lighting Regulations) of this Chapter.
- F. Signs. All signs shall be in accordance with the provisions of Article XVIII (Sign Regulations) of this Chapter.

Article XI. Light Industrial (LI) District

§ 185-47. Purpose.

The purpose of the LI District is to support the development of existing industrial land use areas into vibrant, stable economic centers. While traditional industrial operations may continue to serve the Pittsford economy, the viability of large-scale manufacturing operations may be affected by current market shifts and advances in technology. This District is intended to support the vision and recommendations of the Town's Comprehensive Plan by fostering a limited commercial/light-industrial mixed use environment that increases local investment and employment opportunities. Future development in the LI District should seek to achieve the following objectives:

- (1) Contribute to the local economy by increasing the tax base and local job opportunities, as well as providing for the production and availability of goods, services, and utilities to the region.
- (2) Foster an innovative, viable center for industry within the Town, allowing for specific commercial uses, including uses that serve or support office and industrial operations.
- (3) Continue to support light industrial development provided that such uses operate in a manner that protects and maintains the health, safety, welfare, and quality of life of nearby neighborhoods.
- (4) Promote high-quality site design and landscaping that contribute to the aesthetic appeal of the streetscape and minimize potential negative impacts of industrial and commercial operations on adjacent land uses.

§ 185-48. Definition.

As used in this article, the following terms shall have the meanings indicated:

LIGHT INDUSTRIAL USE — A material-handling, processing, assembly, manufacturing, research, warehouse or similar facility where all input, output, operations and storage are wholly conducted within enclosed buildings and which meets the other performance standards of the district.

§ 185-49. Permitted uses.

The following uses are permitted:

LI DISTRICT. Permitted Uses

Adult Entertainment Uses, subject to the requirements of §185-108
Ammunition/Firearms Sales
Animal Care Facility, operated wholly within a building, and not including cremation
Business or Professional Office
Indoor active recreation
Self-Storage Facility
Manufacturing, Processing, or Fabrication of Goods
Research and Development or Laboratory
Packaging or Assembly of Products
Printing or Publishing Operations
Warehouse, Distribution, or Storage Facility
Wholesale Operations
Vehicle Sales, Service, or Repair Shop

§ 185-50. Specially permitted uses.

A. The following uses may be permitted pursuant to a special use permit issued by the Planning Board:

LI DISTRICT. Specially Permitted Uses

Animal Care Facility, with outdoor animal area
Micro-brewery or Micro-distiller
Energy Storage Facility
Solar Energy System

B. An otherwise permitted light industrial use may include input, output, operations and/or storage outside of an enclosed building, pursuant to a special use permit issued by the Planning Board.

C. Small-scale retail sales ancillary to the primary light industrial use. For the purposes of this section, "small-scale" is defined as less than 10% of the floor area of the principal use.

D. Any permitted use where the handling or storage of hazardous material is ancillary to the core business function.

E. Recreational vehicle storage. Recreational vehicles, which shall include any vehicle used for recreational purposes, including boats, boat trailers, motor homes, camper trailers, pickup campers, pop-up trailers, all-terrain vehicles, jet skis, motorcycles, and snowmobiles, may be stored on parcels that meet the following requirements:

- (1) The parcel shall contain a minimum of 10 acres.
- (2) The storage area shall be set back a minimum of 500 feet from any and all road rights-of-way.
- (3) The storage area shall be reasonably screened from view with fencing and/or vegetative material to reduce the visual impact of the storage to adjacent parcels and road rights-of-way.

§ 185-51. Use limitations.

- A. Environmental protection. No use shall be permitted to be established or maintained which by reason of its nature or manner of operation is or may become hazardous, obnoxious or offensive owing to the emission of odor, dust, smoke, cinders, gas, fumes, noise, vibration, refuse matter or waterborne waste.
- B. Material handling. All material handling owing to processing, manufacturing, remanufacturing, repair, salvaging, storage or other similar activities will be fully contained within enclosed buildings. Transfer of materials between buildings and storage facilities is permitted during normal business hours, provided that said materials are moved directly from one enclosed building to another.

§ 185-52. Dimensional requirements.

LI DISTRICT. Dimensional Requirements	
Minimum Lot Size	
Nonresidential Use	30,000 sf
Minimum Lot Width	100 ft
Minimum Front Setback	30 ft
Minimum Side Setback	
Primary Use or Structure	25 ft
Minimum Rear Setback	
Primary Use or Structure	25 ft / 50 ft¹

Notes: (1) The smaller requirement shall apply to lots adjacent to the railroad.

§ 185-53. Bulk requirements.

LI DISTRICT. Bulk Requirements		
Minimum Building Height		
Primary Structure		-
Maximum Building Height		
Primary Structure		40 ft¹
Accessory Structure		20 ft
Maximum Lot Coverage		
Gross Impervious Surface		75%
Minimum Open Space or Landscaped Area		
Share of Lot Area		25%

Notes: (1) Chimneys may extend 10 feet above top of structure.

§ 185-53.1. Performance standards.

- A. Visual buffering.
 - (1)
 - (2) HVAC units and dumpsters shall be kept to the rear of the front line of the principal structure and shall be vegetatively or otherwise unobtrusively screened from view.
- B. Accessory structures.
 - (1) All accessory structures shall be not less than 30 feet from any other structure on the premises.
 - (2) Accessory structures shall be constructed to the rear of the front façade line of the principal structure.
- C. Loading docks. All loading docks shall be located to the rear of the front line of the principal structure. Loading dock(s) shall not be placed in a manner that impedes traffic.
- D. Parking. For LI District parking requirements see Article XVA (Off-Street Parking Regulations).
- E. Lighting. All exterior lighting shall be in accordance with the provisions of Article XV (Exterior Lighting Regulations) of this Chapter.
- F. Signs. All signs shall be in accordance with the provisions of Article XVIII (Sign Regulations) of this Chapter.

Article XII. **High Technology and Office Park (HTOP) District**

§ 185-54. Purpose.

Based on the goals and objectives identified in the Town's adopted plans and studies, the purpose of the High Technology and Office Park District is to achieve a favorable balance of office, medical, and supporting limited nonresidential uses. The regulations herein are designed to limit and restrict permitted and special use permit uses to those that will be compatible and have a minimal adverse effect upon residential and commercial areas in close proximity and that have a high job-development potential. Development within the HTOP District should include internal vehicular and pedestrian connections between buildings, parking lots, and open spaces to support safe, efficient navigation by employees and visitors traveling to and throughout the site.

§ 185-55. Permitted uses.

The following uses are permitted in this district:

HTOP DISTRICT. Permitted Uses
Business or Professional Office
Office or Clinic, Administrative or Medical

§ 185-56. Specially permitted uses.

The following uses may be permitted pursuant to a special use permit by the Planning Board:

HTOP DISTRICT. Specially permitted uses
Day Care Center, Occupying no more than 10,000 square feet of interior building space
Research and Development Facilities

§ 185-57. Use limitations.

The following limitations and conditions apply to and must be complied with by all permitted and special use permit uses:

- A. Storage of materials. No materials of any kind shall be stored outside of any structure except such storage of materials as is specifically provided in § 185-115.
- B. Loading and unloading operations shall take place entirely within the site, shall be so located as not to interfere with pedestrian routes and shall be so designed or screened as

not to be visible from any point less than eight feet above grade within any residential district.

- C. No permitted or special use permit use shall be conducted in any manner which would render it noxious or offensive by reason of dust, refuse matter, odor, smoke, gas, fumes, noise, vibration or glare.
- D. Unless a perimeter landscaped open space is provided, a durable and well-maintained solid wall, fence, compact evergreen hedge or other screening device, not less than four feet nor more than six feet in height, shall be provided along every lot line shared in common by a parking lot and a lot devoted to any residential use.
- E. The Code Enforcement Officer shall be authorized to revoke a parking lot approval or the principal use of a parcel in the event of the failure to comply with the provisions of this district.

§ 185-58. Bulk and dimensional requirements.

HTOP DISTRICT. Dimensional Requirements	
Minimum Lot Size	
Nonresidential Use	30,000 sf
Minimum Lot Width	150 ft
Minimum Front Setback	70 ft¹
Minimum Side Setback	
Primary Use or Structure	25 ft¹
Minimum Rear Setback	
Primary Use or Structure	50 ft¹

Notes: (1) Or 100 ft from any residential district boundary.

HTOP DISTRICT. Bulk Requirements	
Minimum Building Height	
Primary Structure	-
Maximum Building Height	
Primary Structure	40 ft¹
Accessory Structure	12 ft
Maximum Lot Coverage	
Gross Impervious Surface	50%
Minimum Open Space or Landscaped Area	
Share of Lot Area	50%

Notes: (1) Chimneys may extend 10 ft above top of structure.

§ 185-59. Parking, loading space area requirements.

For HTOP District parking and loading space area requirements, see Article XVA (Off-Street Parking Regulations).

**ARTICLE XIII
(Reserved)**

§ 185-60. through § 185-65. (Reserved)

ARTICLE XIV
Planned Unit Development District

§ 185-66. Intent and objectives.

A. Intent.

- (1) It is the intent of this Planned Unit Development (PUD) District to provide flexible land use and design regulations through the use of performance criteria so that small- to large-scale neighborhoods or portions thereof may be developed within the Town that incorporate a variety of residential and nonresidential uses, and contain individual building sites and common property which are planned and developed as a unit. Such a planned unit is to be designed and organized so as to be capable of satisfactory use and operation as a separate entity without necessarily needing the participation of other building sites or other common property in order to function as a neighborhood. This article specifically encourages innovations in development and more efficient use of land in such developments.
- (2) This article recognizes that while the standard zoning function (use and bulk) and the subdivision function (platting and design) are appropriate for the regulation of land use in areas or neighborhoods that are already substantially developed, these controls represent a type of pre-regulation, regulatory rigidity and uniformity which may be inimical to the techniques of land development contained in the planned unit development concept. Further, this article recognizes that a rigid set of space requirements along with bulk and use specifications would frustrate the application of this concept. Thus, where PUD techniques are deemed appropriate through the rezoning of land to a planned unit development district by the Town Board, the set of use and dimensional specifications elsewhere in this chapter are herein replaced by an approval process in which an approved plan becomes the basis for continuing land use controls.

B. Objectives. In order to carry out the intent of this article, a PUD shall achieve the following objectives:

- (1) A greater choice in the types of environment, occupancy tenure (e.g., cooperatives, individual ownership, leasing), types of housing, lot sizes and community facilities available to existing and potential Town residents at all economic levels.
- (2) More usable open space and recreation areas.
- (3) The preservation of trees, outstanding natural topography and geologic features and prevention of soil erosion.
- (4) A creative use of land and related physical development which allows an orderly transition of land from rural to urban uses.
- (5) An efficient use of land resulting in smaller networks of utilities and streets and thereby lower costs.
- (6) A development pattern in harmony with the objectives of the Comprehensive Plan.
- (7) A more desirable environment than would be possible through the strict application of other articles of this chapter.

§ 185-67. Minimum area.

Under normal circumstances, the minimum area requirements to qualify for a planned unit development district shall be 40 contiguous acres of land. Where the applicant can demonstrate that the characteristics of the applicant's holdings will meet the objectives of this article, the Town Board may consider projects with less acreage.

§ 185-68. Single ownership.

The tract of land for a project may be owned, issued or controlled either by a single person or corporation or by a group of individuals or corporations. An application must be filed by the owner or jointly by owners of all property included in a project. In the case of multiple ownership, the approved plan shall be binding on all owners.

§ 185-69. Location.

The PUD District shall be applicable to any area of the Town where the applicant can demonstrate that the characteristics of the applicant's holdings will meet the objectives of this article.

§ 185-70. Permitted uses.

All uses within an area designated as a PUD district are determined by the provisions of this section and the approval of the project concerned.

- A. Residential uses. In developing a balanced community, the use of a variety of housing types and densities shall be deemed most in keeping with this article.
- B. Commercial, service and other nonresidential uses that are properly scaled to the area of the application. Consideration shall be given to the project as it exists in its larger setting in determining the appropriateness of such uses.
- C. Customary accessory or associated uses. Accessory uses such as private groups, storage spaces, recreational and community activities, places of worship and schools shall also be permitted as appropriate to the PUD.

§ 185-71. Intensity of land use.

Because land is used more efficiently in a PUD, improved environmental quality can often be produced with a greater land use intensity and/or number of dwelling units per gross building area than usually permitted in traditionally zoned districts. The Town Board shall determine in each case the appropriate land use intensity and/or dwelling unit density for individual projects. The determination of land use intensity and/or dwelling unit densities shall be completely documented, including all facts, opinions and judgments justifying the selection of the intensity and/or density.

§ 185-72. Common property.

Common property in a PUD is a parcel or parcels of land, together with the improvements thereon, the use and enjoyment of which is shared by the owners and occupants of the individual building sites. When common property exists, the ownership of such common property may be either public or private. When common property exists in private ownership, satisfactory arrangements must be made for the improvement, operation and maintenance of such common property and facilities, including private streets,

drives, service and parking areas and recreational and open space areas.

§ 185-73. Signs, awnings and canopies.

The Town Board shall establish the requirements for signs, awnings and canopies for each area designated as a PUD district, utilizing, as a guide, the provisions of Article XVIII of this chapter.

§ 185-74. Maximum height limitations.

The Town Board shall establish maximum height limitations, so as to be reasonable and appropriate given the location of the development, the terrain involved and the nature of the development.

§ 185-75. Application procedure; zoning approval process.

Whenever any planned unit development is proposed, before any permit for the erection of a permanent building in such planned unit development shall be granted, and before any subdivision plat of any part thereof may be filed in the office of the Monroe County Clerk, the applicant shall apply for and secure approval of such planned unit development by the Town Board, in accordance with the following procedures.

A. Application requirements.

- (1) The applicant shall submit a sketch plan of the application to the Town Board. The sketch plan shall be approximately to scale, though it need not be to the precision of a finished engineering drawing, and shall clearly show the following information:
 - (a) The location of the various uses and their areas in acres.
 - (b) The general outlines of the interior roadway system and all existing rights-of-way and easements, whether public or private.
 - (c) Delineation of the various areas indicating for each such area its general extent, size and composition in terms of type of use; in the case of nonresidential uses, the nature of the proposed use and its intensity; in the case of residential use, total number of dwelling units, approximate percentage allocation by dwelling unit type (i.e., single-family detached, duplex, townhouse, apartments); and general description of the intended market structure for each such area.
 - (d) The interior open space system.
 - (e) The overall drainage system.
 - (f) If grades exceed 3% or portions of the site have a moderate to high susceptibility to erosion, flooding and/or ponding, a topographic map showing contour intervals of not more than five feet of elevation, along with an overlay outlining the above susceptible soil areas, if any.
 - (g) Principal ties to the community at large with respect to transportation; water supply and sewage disposal.
 - (h) General description of the provision of other community facilities, such as schools, fire protection services and cultural facilities, if any, and some indication of how these needs are proposed to be accommodated.

- (i) A location map showing uses and ownership of abutting lands.

- (2) In addition, the following documentation shall accompany the sketch plan:
 - (a) Evidence of how the applicant's particular mix of land uses meets existing community demands to include area-wide as well as local considerations.
 - (b) Evidence that the application is compatible with the goals of local and area-wide Comprehensive Plans, if any.
 - (c) A general statement as to how common open space is to be owned and maintained.
 - (d) If the development is to be staged, a general indication of how the staging is to proceed. Whether or not the development is to be staged, the sketch plan shall show the intended total project.
 - (e) Evidence of the applicant's competence to carry out the plan and the applicant's awareness of the scope of the application, both physical and financial.

B. Advisory referral to the Planning Board.

- (1) The Town Board shall submit the application to the Planning Board for its nonbinding advisory report to the Town Board. The review at this stage is intended to obtain the input of the Planning Board on the application. It is not intended to serve as a site plan or subdivision review, which would only occur after a decision by the Town Board on the PUD request.
- (2) The Planning Board will schedule a public workshop on the application, which may be conducted as part of its regularly scheduled meeting. The intent of the workshop is to share information between the applicant, the Planning Board and interested members of the public. The workshop will not supplant the formal hearing which will be conducted by the Town Board later in the review process.
- (3) Within 45 days of receipt of the application from the Town Board, the Planning Board will prepare an advisory report to the applicant and the Town Board. The Planning Board's report will describe the beneficial aspects of the proposal and make recommendations for the amelioration of any adverse aspects of the proposal. The Planning Board's report and the application will then be transferred back to the Town Board for its final decision on the application.

C. Public hearing and action on application.

- (1) Upon receipt of the advisory report from the Planning Board, the Town Board shall set a date for and conduct a public hearing, in accordance with the provisions of applicable law, for the purpose of considering establishing a PUD district for the applicant's plan.
- (2) The Town Board shall refer the application to the Monroe County Planning Department for its analysis and recommendations pursuant to the provisions of § 239-m of the General Municipal Law, and the Town Board shall also refer the application to the Commissioner of Public Works for his review.
- (3) The Commissioner of Public Works shall submit a report to the Town Board within 30 days of the referral, commenting on and making appropriate recommendations as to the feasibility and adequacy of the design elements of the application.
- (4) Within 45 days after the public hearing, the Town Board shall render its decision on the

application. If the Town Board grants the PUD districting, the Zoning Map shall be so noted.

The Town Board may, if it feels it necessary in order to fully protect the public health, safety and welfare of the community, attach to its zoning resolution any additional conditions or requirements for the applicant to meet. Such requirements may include, but are not confined to, visual and acoustical screening; land use mixes; order of construction and/or occupancy; circulation systems, both vehicular and pedestrian; necessity of sites within the area for necessary public services such as schools, firehouses and libraries; protection of natural and/or historic sites; and other such physical or social demands.

§ 185-76. Site plan approval process.

Site plan approval for all planned unit developments shall be obtained in accordance with Article XXIX, Site Plan Approval.

§ 185-77. Financial security.

No building permits shall be issued for construction within a PUD district until improvements are installed or a performance bond or letter of credit posted in accordance with the same procedures as provided for in § 277 of the Town Law relating to subdivisions. Other such requirements may also be established from time to time by the Town Board.

§ 185-78. (Reserved)

ARTICLE XIVA
Local Waterfront Overlay District

§ 185-78.1. Establishment of district.

- A. The purpose of the Local Waterfront Overlay District (LWOD) is to provide special controls to guide land use and development within the waterfront areas of the Town. The regulations are designed to protect the sensitive waterfront areas and to maintain consistent land use with the Town and Village of Pittsford's Local Waterfront Revitalization Program (LWRP). The LWOD regulations are not intended to be substituted for other zoning district provisions. The overlay district is superimposed on the principal zoning district provisions and should be considered as additional requirements to be met in establishing a use within the respective principal zoning district.
- B. Pursuant to § 185-5, the Official Zoning Map is amended and revised to establish and include the Local Waterfront Overlay District.

§ 185-78.2. Permitted uses.

- A. Those uses otherwise permitted in the underlying districts shall be permitted in accordance with the regulations applicable thereto.
- B. In addition to any other provisions of this chapter applying to them, lots, lands and structures in the Local Waterfront Overlay District shall be subject to the policy standards, conditions and design guidelines contained in the Town and Village of Pittsford's Local Waterfront Revitalization Program as such document may be amended from time to time, as well as the provisions of this article.

§ 185-78.3. Definitions.

As used in this article, the following terms shall have the meanings indicated:

ACTIONS —

- A. Either Type I or unlisted actions as defined in the State Environmental Quality Review Act (SEQRA) regulations (6 NYCRR Part 617) which are undertaken by an agency and which may include:
 - (1) Projects or physical activities, such as construction or other activities that may affect the environment by changing the use, appearance or condition of any natural resource or structure, that:
 - (a) Are directly undertaken by an agency; or
 - (b) Involve funding by an agency; or
 - (c) Require one or more new or modified approvals from an agency or agencies;
 - (2) Agency, planning and policy-making activities that may affect the environment and commit the agency to a definite course of future decisions;
 - (3) Adoption of agency rules, regulations and procedures, including local laws, codes, ordinances, executive orders and resolutions, that may affect the environment;
 - (4) Any proposed action within the Town's jurisdiction relative to the Local Waterfront

Revitalization Program - Town and Village of Pittsford boundary that requires site plan

review and approval by the Town of Pittsford Planning Board; or

(5) Any combination of the above.

B. This article does not apply to Type II, excluded or exempt actions as defined in the State Environmental Quality Review Act (SEQRA) regulations (6 NYCRR Part 617).

AGENCY — Any board, agency, department, office, other body, or officer of the Town.

COASTAL AREA — That portion of the New York State coastal waters and adjacent shorelands as defined in Article 42 of the Executive Law of the State of New York which is located within the boundaries of the Town, as shown on the Coastal Area Map on file in the office of the New York State Secretary of State and as delineated in the Local Waterfront Revitalization Program - Town and Village of Pittsford.

COASTAL ASSESSMENT FORM — The form used by an agency to assist it in determining the consistency of an action within the limits of the Local Waterfront Revitalization Program - Town and Village of Pittsford.

CONSISTENT — That an action will fully comply with the policy standards and conditions contained in Section III of the LWRP and, whenever practicable, advance one or more of them and will consider the design guidelines contained in Section V of the LWRP.

DIRECT ACTIONS — Actions planned and proposed for implementation by an agency, such as but not limited to a capital project, rule-making, procedure-making and policy-making.

LOCAL WATERFRONT REVITALIZATION PROGRAM (LWRP) — The Local Waterfront Revitalization Program - Town and Village of Pittsford, approved by the New York State Secretary of State pursuant to the Waterfront Revitalization of Coastal Areas and Inland Waterways Act (Executive Law, Article 42), a copy of which is on file in the office of the Town Clerk.

PLANNING BOARD — The Planning Board of the Town of Pittsford.

§ 185-78.4. Authority of Planning Board.

The Planning Board is hereby authorized to review and make all determinations regarding the consistency of proposed actions with the Local Waterfront Revitalization Program - Town and Village of Pittsford policy standards and conditions and the LWRP design guidelines.

§ 185-78.5. Review of actions.

- A. Whenever a proposed action is located, in whole or in part, within the LWOD, an agency shall, prior to approving, funding or undertaking the action, refer to and receive a determination from the Planning Board that the action is consistent with the LWRP policy standards and conditions set forth in Subsection J herein (unless a determination from the Planning Board is not forthcoming as stipulated in Subsection G).
- B. Whenever an agency receives an application for approval or funding of an action or as early as possible in the agency's formulation of a direct action to be located in whole or in part in the LWOD, the applicant or, in the case of a direct action, the agency shall prepare a CAF to assist with the consistency review of the proposed action.
- C. The agency shall refer a copy of the completed CAF to the Planning Board for review within 10 days of its submission.

D. After referral from an agency, the Planning Board shall consider whether the proposed action is

consistent with the LWRP policy standards and conditions as set forth in Subsection J herein. The Planning Board shall require the applicant to submit all completed applications, CAFs and any other information deemed necessary for its consistency review and determination.

- E. The Planning Board shall render its determination, in writing, to the agency within 30 days following referral of the CAF from the agency, unless extended by the mutual agreement of the Planning Board and the applicant or, in the case of a direct action, the agency. The consistency determination shall indicate whether, in the opinion of the Planning Board, the proposed action is inconsistent with one or more of the LWRP policy standards and conditions or design guidelines and shall elaborate, in writing, the basis for its determination.
- F. The Planning Board shall, along with its consistency determination, make any suggestions to the agency concerning modification of the proposed action to make it consistent with the LWRP policy standards and conditions and design guidelines or to greater advance them.
- G. In the event that the Planning Board's consistency determination is not forthcoming within the specified time, the referring agency shall provide written notification to the Planning Board regarding assumption of the consistency review and make its own consistency decision without the benefit of the Planning Board's determination.
- H. The Planning Board (or agency, in a case when the Planning Board's determination is not forthcoming within the time period specified in Subsection E) shall make the determination of consistency based on the CAF and such other information as deemed necessary to make its determination.
- I. The Planning Board (or agency, in a case when the Planning Board's determination is not forthcoming within the time period specified in Subsection E) shall have the authority, in its finding of consistency, to impose practicable and reasonable conditions on an action to ensure that it is carried out in accordance with this chapter.
- J. Actions to be undertaken within the LWOD shall be evaluated for consistency with the following policy standards and conditions and design guidelines, which are derived from and further explained and described in Sections III and V of the Local Waterfront Revitalization Program - Town and Village of Pittsford. Agencies that undertake direct actions shall also consult Section IV of the LWRP in making their consistency determination. The action shall be consistent with the policy to:
 - (1) Foster a pattern of development in the LWRP area that incorporates the design guidelines contained in Section V of the LWRP and which enhances community character, preserves open space, makes efficient use of infrastructure, makes beneficial use of the waterfront location, and minimizes the adverse effects of development (LWRP Policy 1).
 - (2) Take advantage of the community's location on the canal to provide amenities for residents and visitors; and guide future development so that it complements, not competes with or detracts from, the historic village.
 - (3) Protect water-dependent uses, promote siting of new water-dependent uses in suitable locations and support efficient harbor operation (LWRP Policy 2).
 - (4) Protect existing agricultural lands within the LWRP area (LWRP Policy 3).
 - (5) Promote sustainable uses of living marine resources in coastal waters (LWRP Policy 4).
 - (6) Protect and restore ecological resources, including significant fish and wildlife habitats,

wetlands, and rare ecological communities (LWRP Policy 5).

- (7) Protect and improve water resources (LWRP Policy 6).
- (8) Minimize loss of life, structures, and natural resources from flooding and erosion (LWRP Policy 7).
- (9) Protect and improve air quality in the LWRP area (LWRP Policy 8).
- (10) Minimize environmental degradation in the LWRP area from solid waste and hazardous substances (LWRP Policy 10).
- (11) Provide for public access to, and recreational use of, the coastal waters, public lands, and public resources of the LWRP area (LWRP Policy 11).
- (12) Enhance visual quality and protect outstanding scenic resources (LWRP Policy 12).
- (13) Preserve historic resources of the LWRP area (LWRP Policy 13).
- (14) All actions must conform to the State Environmental Quality Review Act (SEQRA) regulations (6 NYCRR Part 617).
- (15) All actions must adhere to Town protective measures for environmental resource preservation (the Pittsford Environmental Guidebook and the Greenprint for Pittsford's Future).
- (16) Perform dredging and disposal of dredge spoil materials in a manner that is protective of natural resources.

K. Written finding by Planning Board.

- (1) If the Planning Board (or agency, in a case when the Planning Board's determination is not forthcoming within the time period specified in Subsection E), determines that the action would not be consistent with one or more of the LWRP policy standards and conditions and design guidelines, such action shall not be undertaken unless the Planning Board or agency makes a written finding with respect to the proposed action that:
 - (a) No reasonable alternatives exist which would permit the action to be undertaken in a manner that will not substantially hinder the achievement of such LWRP policy standards and conditions and design guidelines;
 - (b) The action would be undertaken in a manner that will minimize all adverse effects on such LWRP policy standards and conditions and design guidelines;
 - (c) The action will advance one or more of the other LWRP policy standards and conditions and design guidelines; and
 - (d) The action will result in an overriding Town, regional or statewide public benefit.
- (2) Such a finding shall constitute a determination that the action is consistent with the LWRP policy standards and conditions and design guidelines.

L. The Planning Board and, if applicable, each agency shall maintain a file for each action made the subject of a consistency determination. Such files shall be made available for public inspection upon request.

§ 185-78.6. Enforcement; stop-work orders.

The Commissioner of Public Works shall be responsible for the enforcement of this article. No work or activity on any project in the LWOD which is subject to review under this article shall be commenced or undertaken until the Commissioner of Public Works has been presented with a written determination from the Planning Board or agency that the action is consistent with the LWRP policy standards and conditions and design guidelines. In the event that an activity is not being performed in accordance with this article or any conditions imposed thereunder, the Commissioner of Public Works shall issue a stop-work order, and all work shall immediately cease. No further work or activity shall be undertaken on the project so long as the stop-work order is in effect.

Article XV. **Exterior Lighting Regulations**

§ 185-79 Intent and purpose.

The purpose of these regulations is to provide regulations for outdoor illumination that follow International Dark Sky Association and the Illuminating Engineering Society of North America recommended practices for safety, utility, security, productivity, enjoyment, and commerce. Furthermore, these regulations are intended to minimize adverse impacts of lighting such as light trespass, obtrusive light and or glare, light pollution, and skylight, while also conserving energy and reducing instances of excessive or unnecessary illumination.

§ 185-80 Applicability.

- A. This article shall apply to the installment of new exterior lighting fixtures, the expansion and alteration of existing fixtures, as well as the replacement of fixtures associated with all uses in all zoning districts. This shall include, but is not limited to, all exterior lighting fixtures intended for the illumination of buildings, landscaping, signage, parking, walkways, yards, and recreation facilities.
- B. Notwithstanding the above, this article applies to any existing obtrusive light and or glare that is impacting residential property.
- C. Nonconforming properties shall be required to come into conformance within 60 days of the effective date of this Article.

§ 185-81 Non-Single-Family Residential lighting plan submittal and approval.

All new or replacement non single family-residential exterior lighting is subject to review and approval by the Department of Public Works or the Planning Board through a Site Plan application. All applications subject to site plan review, with exterior lighting components shall include a lighting plan. Such lighting plan shall indicate the location, fixture design, type of lamp, luminaire, mounting height, source lumens, illuminance, and glare control options, if any, for each light source and area. Illuminance may be plotted by using manufacturer's photometric charts or the Planning Board may require ISO footcandle drawings to examine the interaction of all lighting on the site. Additional documentation may be requested as necessary to show conformance to the standards set forth in this article.

§ 185-82 Light trespass.

- A. Exterior illumination greater than one (1) foot candle shall not encroach or trespass upon adjacent properties in a manner that exceeds the limitations set herein and shall be so arranged so as to prevent direct glare (view of, or reflected view of the light

source) onto any adjacent property or public right-of-way.

- B. Residential Districts. All outdoor lighting shall be shielded or otherwise contained so as not to exceed one (1) foot-candle from the property line on which the light originates.
- C. Nonresidential Districts. All outdoor lighting shall be shielded or otherwise contained so as not to exceed two (2) foot-candles from the property line on which the light originates.
- D. Exterior lighting fixtures on commercial, industrial, institutional, and otherwise nonresidential properties, except as required for security, shall be extinguished during non-operating hours to minimize the indiscriminate use of illumination.
- E. Where practicable, lighting installations are encouraged to include timers, sensors, and dimmers to reduce energy consumption and unnecessary lighting.

§ 185-83 Lighting fixture design.

- A. Lighting Levels shall be minimized to a level appropriate for the use and are subject to approval by the Department of Public Works and or the Planning Board as part of Site Plan approval.
- B. Fixture Design. Fixtures shall be fully shielded, pointing downward, to minimize skyglow, glare, and light trespass. The use of lighting fixtures compliant with International Dark Sky Association standards is required. Examples of acceptable and unacceptable lighting fixtures per the International Dark Sky Association are provided in §185-87.
- C. Fixture Height.
 - (1) Freestanding lighting fixtures for non-residential uses throughout residential districts should be distinctive and pedestrian-scaled at no more than 15 feet in height. All other freestanding lighting throughout residential districts are limited to 10 feet in height.
 - (2) Parking area light fixtures in non-residential districts shall not exceed 25 feet in height.
 - (3) Spot or flood type lighting attached to a structure shall not be placed at a height greater than 20 feet above grade.
- D. Canopy and Roof Overhang. Lights installed on canopies or roof overhangs shall be recessed so that the lens cover is flush with the bottom surface of the canopy or overhang, ensuring light sources are shielded. Lights shall not be mounted on the sides or top of the canopy or overhang.
- E. Outdoor Signs. Lighting fixtures used to illuminate an outdoor sign shall be mounted on the top of the sign and shall be shielded or directed in such a way that the light illuminates the sign only. Internal illumination of a sign shall be concealed behind

opaque, translucent, or other similar types of glass or plastic.

F. Bottom-Mounted or Up-lighting. To minimize unnecessary lighting, up-lighting shall be allowed for approved flagpoles, landscaping, and signage only. Illumination shall be directed solely onto the object for which it is intended.

§ 185-84 Color temperature.

- A. Bulb types should be selected to reduce blue light emissions, which may be hazardous to human health and wildlife. No exterior lighting shall have a color temperature exceeding 3000 Kelvin.
- B. The following lamps are listed in order of preference: Light Emitting Diode (LED), metal halide, high pressure sodium, and low pressure sodium.

§ 185-85 Exemptions.

The following types of lighting are exempt from this regulation unless otherwise specified:

- A. Street lighting installed by the Town, Monroe County, or the NYS DOT.
- B. Temporary holiday lighting decorations.
- C. Temporary lighting associated with Town sponsored events or events with an approved temporary activities permit.
- D. Temporary construction and emergency lighting needed by police, emergency, or highway crews, provided the light is extinguished upon completion of the work.
- E. Hazard warning lights required by a federal or state regulatory agency, except that all fixtures used must be as close as possible to the federally required minimum output.
- F. Lighting associated with farm or agricultural operations. However, farm or agricultural operations within 100 feet of an adjacent residential dwelling shall be shielded to prevent light trespass onto the adjoining property.

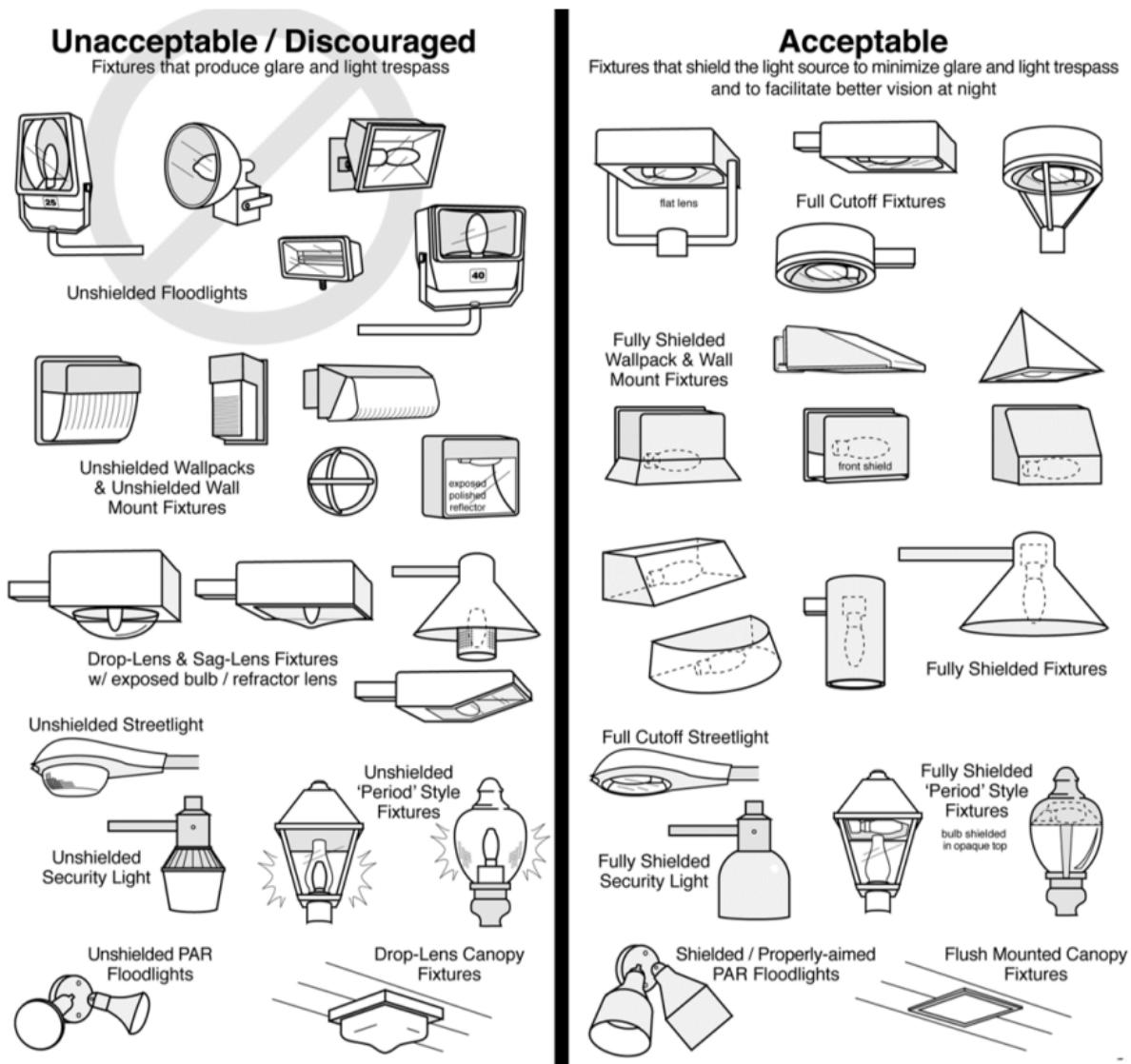
§ 185-86 Prohibited lighting.

The following types of lighting shall be prohibited, unless otherwise specified:

- A. Blinking, flashing, strobe, or search lights.
- B. Strip lighting used to illuminate building facades, rooflines, or signs.
- C. Any light that may be confused with or construed as a traffic control device.
- D. Roof-mounted lighting.
- E. Mercury vapor lighting.

§ 185-87 Dark sky compliant light fixtures.

The following figure is intended to provide examples of acceptable and unacceptable light fixture designs as identified by the International Dark Sky Association.



ILLUSTRATIONS BY BOB CRELIN©. RENDERED FOR THE TOWN OF SOUTHHAMPTON, NY. COURTESY OF INTERNATIONAL DARK-SKY ASSOCIATION.

Article XVA. **Off-Street Parking Regulations**

§ 185-94. Purpose and applicability.

A. Purpose. The purpose of this Article and intent of its regulations is to achieve the following objectives:

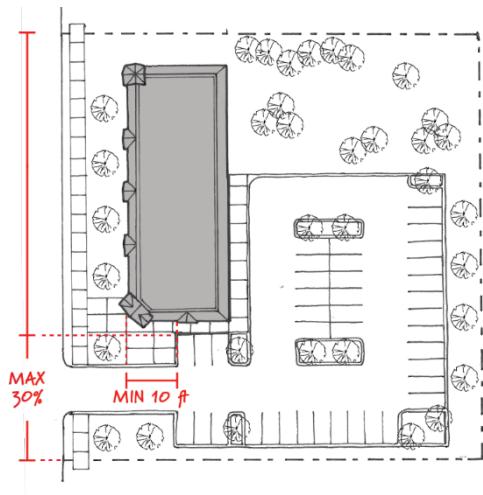
- (1) Ensure that any site is designed to provide proper circulation, reduce hazards to people travelling on foot or by another active transportation mode, and protect the users of adjacent properties from nuisances caused by the noise, fumes, and glare of headlights which may result from the operation of vehicles;
- (2) Ensure there are adequate amounts of parking and loading spaces 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) Ensure safe, comfortable, and well-planned multi-modal access can be made to all commercial and residential properties within the Town while minimizing potential conflicts; and
- (5) Improve the Town's resiliency to significant weather events caused by climate change through the implementation of green infrastructure and adherence to sustainable design principles.

B. Applicability. The application of general requirements and district based regulations of this Article shall apply to all nonresidential uses as well as multi-family uses as indicated in the following table:

District / Use	General Requirements	District Based Regulations
<i>Monroe Avenue Transitional Zone (MATZ)</i>	N/A	§185-96
<i>Mixed Use – Commercial (MU-C)</i>	§185-95 (All Sections)	§185-97
<i>General Commercial (GC)</i>	§185-95 (All Sections)	§185-98
<i>Light Industrial (LI)</i>	§185-95, except for Subsections D & L	§185-99
<i>High Technology Office Park (HTOP)</i>	N/A	§185-100
<i>Multi-Family Dwellings (regardless of district)</i>	§185-95, except for Subsection E	N/A

§ 185-95. General requirements.

- A. Site Plan Review. All development shall require the submittal of a parking site plan to the Planning Board for review and approval.
- B. Flexibility.
 - (1) Recognizing that the rigidity of these regulations may limit the extent to which development proposals may be sensitive of context and unique site conditions, the standards herein may be modified as part of site plan review. In this regard, a written finding must be made by the Planning Board that the modification is in conformance with the following criteria:
 - (a) Maintains compliance with these regulations to the greatest extent practicable;
 - (b) Offers an innovative development/design solution for the site in question;
 - (c) Will not result in a detrimental effect on the public health, safety, or general welfare; and
 - (d) Is compatible with the stated vision and goals of the Town's Comprehensive Plan and other relevant plans and studies.
 - (2) No modification may be permitted that wholly waives compliance with the applicable standard or requirement.
 - (3) It shall be the responsibility of the applicant to demonstrate that the above criteria are met for the requested waiver or modification.
- C. Nonconformity. Nonconforming sites may not be required to bring the entirety of such site into conformance, if, in the opinion of the Planning Board, the scope of the proposed project or improvements are not substantial enough to require full compliance. Proposed improvements to the property, however, may still be required to increase the level of conformance of the site to maintain consistency with the intent of this section.
- D. Location. No parking area shall be located in the front yard area between any building and Monroe Avenue or at the corner of any street. Parking may be permitted in the side yard when in compliance with the following standards:
 - (1) The overall width of the parking area frontage does not exceed 30% of the lot width (see figure at right).
 - (2) The parking area is at least 10 feet behind the front building line.
- E. Number of Spaces. All premises shall be provided with a parking area on a site of



sufficient size to accommodate the motor vehicles of all employees and business guests. The goal is to provide adequate, but not excessive parking spaces and paving. Parking requirements shall be submitted by the applicant with a parking plan. Where no specific standards exist, the Planning Board will determine the appropriate parking count. To aid in this determination, the Planning Board may require that the applicant complete a Parking Demand Analysis. This may include, but is not limited to:

- (1) The names and addresses of the owner(s) and tenant(s) that will be using the parking;
- (2) An estimate of the number of spaces needed to accommodate the proposed use(s);
- (3) A summary and map of the proposed location and configuration of spaces (on-site, public lots, on-street, joint, shared, etc.);
- (4) A market study and/or other supporting information and rationale behind the requested number of parking spaces; and
- (5) An analysis of existing parking conditions in the surrounding area, to include a radius of at least 1,000 feet.

F. Multi-Family Parking.

- (1) Regardless of the district in which it is located, parking areas for multi-family uses shall conform to the requirements of this Section, except for Subsection E above (Number of Spaces).
- (2) The number of parking spaces for multi-family developments in any district shall be provided at a minimum rate of 1.75 spaces per dwelling unit, unless otherwise approved as part of site plan review.

G. Paving.

- (1) All parking areas shall be hard-surfaced, such as asphalt or concrete, and have a dust-free surface, capable of being kept free of snow and debris, maintained in a smooth and well-graded condition.
- (2) The use of pervious paving material is highly encouraged. Where such material is used, only 50% of the paved area shall be counted toward the maximum lot coverage requirement.

H. Lighting. The outdoor lighting of parking lots shall be in conformance with the provisions of Article XV (Exterior Lighting Regulations).

I. Snow Storage. All parking lots must include a dedicated area for the placement and storage of snow.

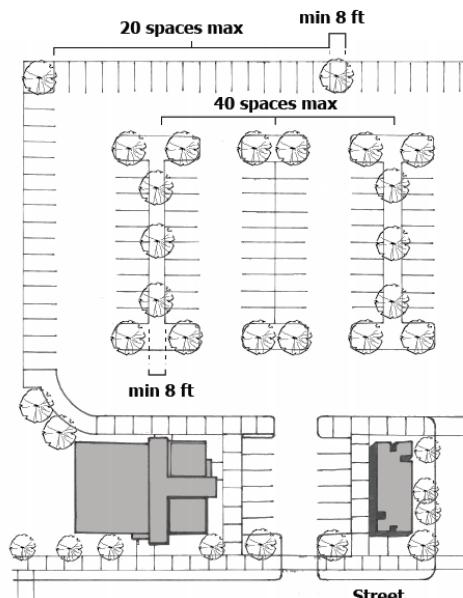
J. ADA Compliance. All new or reconstructed off-street parking areas must comply with Americans with Disabilities Act standards.

K. Screening.

- (1) Where an off-street parking area abuts a property line, including a public right-of-way, the perimeter shall include a landscaped buffer of at least eight feet in width.
- (2) The landscaped buffer may be provided in the minimum setback area.
- (3) Buffering measures shall include ground cover and low shrubs or flowering plants. At least one shade tree shall be provided per 25 feet of the perimeter, planted at intervals of not more than 25 feet.
- (4) Where, in the opinion of the Planning Board, a landscaped buffer alone does not provide adequate screening, fencing may also be required.
- (5) Landscaped visual buffering loading docks is also required.

L. Landscaped Islands and Medians. Parking areas containing 10 or more spaces shall include landscaped islands and/or medians in accordance with the following:

- (1) Landscaped islands shall be utilized in parking areas to separate parking stalls into groupings of not more than 20 spaces between islands (see figure at right).
- (2) Parking areas shall be broken up into “rooms” of no more than 40 spaces, separated by landscaped medians or pedestrian accessways (see figure at right).
- (3) The dimensions of all islands and medians shall be a minimum of eight feet wide to protect plant materials and ensure proper growth (see figure at right).
- (4) Each island and median shall include at least one tree. Low shrubs and ground covers will be required in the remainder of the area.
- (5) Trees shall be provided at a rate of one shade tree per eight (8) spaces. Trees shall be no smaller than two-inch caliper (trunk diameter at four-foot height) at the time of planting and shall reach at least eight (8) feet in height at maturity.
- (6) Trees and other plantings in parking area islands and medians shall be tolerant of salt, cold temperatures, and be physically strong enough to support a load of snow without additional protection. Due to heat and drought stress and vision clearances, ornamental and evergreen trees are not recommended.



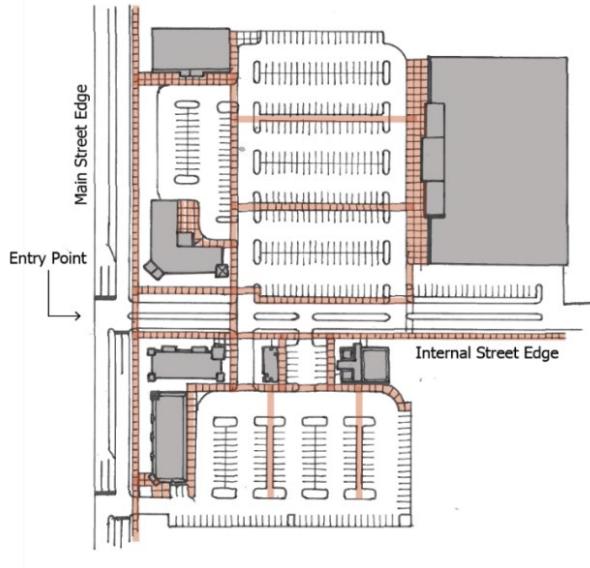
(7) Islands and medians shall be protected with concrete curbing. Curbing shall be so designed to allow for the flow of water to the stormwater management system.

M. Pedestrian Connectivity. Off-street parking areas of five (5) or more spaces shall include a clearly identified pedestrian pathway from the parking spaces to building entrances and uses on site. Pedestrian connections to the public sidewalk shall also be required, where applicable.

(1) Pedestrian paths shall be a minimum of six feet wide. Pedestrian paths shall be delineated with landscaping, curbing, raised or decorative pavement, or other protective device that is identifiable during all seasons.

(2) Abutting land uses and buildings on a site shall be connected by a pedestrian path.

(3) Pedestrian paths connecting off-street parking spaces to a building or use entrance shall be provided at a ratio of one pedestrian path for every four parking rows or 140 feet of parking lot width, whichever is greater.



N. Parking Aisles. Off-street parking aisles shall be at least 12 feet, but no more than 24 feet in width.

O. Access Management.

(1) Access from streets to parking shall be clearly defined. All curbcuts shall be delineated with raised curbing.

(2) To minimize the number of curb cuts, shared access drives and the development of rear service lanes for access to parking areas may be required by the Planning Board.

(3) No access driveway shall be located closer than 50 feet to the intersection of public streets or another driveway, unless otherwise approved as part of site plan review.

P. Joint or Shared Parking Spaces. Where two or more uses are located on the same lot the Code Enforcement Officer may consider joint or shared parking spaces in aggregate to assess the adequacy of parking for all uses on the site.

Q. Charging Stations. The following requirements shall apply to charging stations and electric vehicle supply equipment (EVSE) established as part of an approved

accessory off-street parking area. Private charging stations and EVSE installed as an accessory use to single- or two-family dwellings are exempt from these provisions.

- (1) Battery charging station outlets and connector devices shall be mounted to comply with local and state building and energy codes and must comply with all relevant ADA requirements.
- (2) Equipment mounted on pedestals, lighting posts, bollards, or other devices shall be designed and located as to not impede pedestrian travel or create trip hazards on sidewalks.
- (3) Cords shall be retractable or have a place to hang the connector and cord at least three feet off the ground. Any cords connecting the charger to a vehicle shall be configured so that they do not cross a driveway, sidewalk, or passenger unloading area.
- (4) EVSE pedestals shall be designed to minimize potential damage by accidents, vandalism and to be safe for use in inclement weather.
- (5) EVSE shall not encroach into the required dimensions of a parking space (length, width, and height clearances).
- (6) EVSE shall be maintained in all respects, including the functioning of the equipment. A phone number or other contact information shall be provided on the equipment for reporting problems with the equipment or access to it.
- (7) Advertising signage, lighting, amplification devices or audio systems, colors to attract attention, or other attention getting devices shall be prohibited.

§ 185-96. Monroe Avenue Transition Zone (MATZ).

- A. Applicability. The regulations of this section shall apply to all projects seeking a special use permit in the MATZ District, as well as home occupation uses.
- B. Location. All parking areas shall be located behind the front building line.
- C. Number of spaces. Parking areas shall have a maximum number of eight (8) parking spaces per parcel.
- D. Paving.
 - (1) All parking areas shall have a dust-free surface, capable of being kept free of snow and debris, maintained in a smooth and well-graded condition.
 - (2) The use of pervious paving material is highly encouraged. Where such material is used, only 50% of the paved area shall be counted toward the maximum lot coverage requirement.
- E. Snow Storage. All parking lots must include a dedicated area for the placement and storage of snow.

- F. ADA Compliance. All new or reconstructed off-street parking areas must comply with Americans with Disabilities Act standards.
- G. Screening. The perimeter shall be suitably screened with plantings and/or fencing.
- H. Pedestrian Connectivity. Off-street parking areas of five (5) or more spaces shall include a clearly identified pedestrian pathway from the parking spaces to building entrances and uses on site. Pedestrian connections to the public sidewalk shall also be required, where applicable.
- I. Traffic generation.
 - (1) For those projects seeking a special use permit, no use shall exceed an average daily traffic generation of 20 vehicle trips per day.
 - (2) Trip generation shall be determined by the Planning Board using published professional manuals and other reliable sources.
 - (3) The Planning Board may require vehicle or pedestrian interconnections between properties, subject to a special permit review, in order to protect the safety of the public and to reduce congestion on Monroe Avenue.
- J. Lighting. The outdoor lighting of parking lots shall be in conformance with the provisions of Article XV (Exterior Lighting).

§ 185-97. Mixed Use – Commercial (MU-C) District.

- A. All off-street parking areas in the MU-C District shall conform to the general parking requirements of §185-95, in addition to the following:
- B. Monroe Avenue Design. The design of all parking areas in the MU-C District shall conform to the Monroe Avenue Design Guidelines, dated April 2, 2002, as amended and supplemented.

§ 185-98. General Commercial (GC) District.

- A. Parking. All off-street parking areas in the GC District shall conform to the general parking requirements of §185-95, in addition to the following:
 - (1) Parking in the front setback area is prohibited. Parking shall be placed to the side and rear of the front line of the primary structure.
 - (2) For corner properties, the Planning Board may allow parking in one of the setbacks.
 - (3) Landscaped front lawns shall be provided from the edge of road pavement or curbing to the edge of the building front.

§ 185-99. Light Industrial (LI) District.

- A. Parking. All off-street parking areas in the LI District shall conform to the general parking requirements of §185-95, except for the requirements of Subsection D (Location) and Subsection L (Landscaped Medians and Islands).
- B. LI District parking areas shall also be in accordance with the following:
 - (1) No off-street parking spaces shall be located in the front yard area, with the exception of a single row of parking spaces not less than 40 feet from the front property line.
 - (2) At least 50% of the parking area in the front yard shall be screened from the public right-of-way by buildings, walls, landscaping, or other visual buffer.
 - (3) Landscaped visual buffering of principal structures, accessory structures, loading docks, parking areas, walkways, internal roads and appurtenant structures is required.
 - (4) All visitor parking areas shall be hard surface (asphalt or concrete); shall be not less than 40 feet from the front property line; and if located in front of the main structure, shall be screened with appropriate landscaping to buffer the visual impact of the parking area.
 - (5) Landscaped front lawns shall be provided from the edge of the road pavement or curbing to the edge of the building front, but cars for sale may be displayed on hard-surface lots between the road and the building front.
 - (6) All exit and entrance lines to parking and service lanes shall be clearly marked and maintained.

§ 185-100. High Technology Office Park (HTOP) District.

- A. Each use shall have adequate parking appropriate to the size, location and nature of the use.
- B. Turnaround area. All parking areas shall be arranged to permit vehicles to exit without backing onto any street or sidewalk.
- C. Backup area. Except for attendant-operated parking lots, each parking space shall be provided with a sufficient backup area to permit egress in one maneuver, consisting of one backward and one forward movement.
- D. Access. Every parking lot containing 25 or more spaces shall be provided with a two-way driveway at least 24 feet in width or two one-way driveways, each at least 15 feet in width.
- E. Surface. Off-street parking lot shall be surfaced with an asphalt or portland cement binder pavement providing an all-weather, durable and dustless surface and shall be graded and drained to dispose of surface water accumulation by means of a positive

stormwater drainage system connected to a public sewer system. Individual stalls shall be clearly identified by markings four inches to six inches in width.

- F. Car stops. Suitable devices shall be provided, located and designed to protect required screening devices and landscaping from damage by vehicles.
- G. Tree pits. Trees designated for preservation in paved areas shall be provided with adequate tree pits to permit proper watering.
- H. Slope. No area of any parking lot, excluding access ramps, shall have a slope in excess of 5%.

Article XVI. Additional Use Regulations

§ 185-101 Purpose and intent.

- A. Purpose. This article provides additional regulations for uses that are generally considered to have a higher potential for incompatibility with existing or desired land use patterns, including, but not limited to, green spaces, neighborhood context, and 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 Town of 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, excessive lighting, diminished aesthetics, or human activity.

§ 185-102 Applicability.

- A. The following requirements are applicable to all uses, permitted and specially permitted, as noted in the district use lists of this Chapter.
- B. Specially permitted uses must obtain a special use permit in accordance with Article XXV. Site plan review and design review may also be required as noted herein and in Articles XXIX and XXXI, respectively.
- C. Should the additional use regulations of this article conflict with other requirements of this chapter, the regulations contained herein shall take precedence.
- D. No authorization for a special use permit, building permit, or certificate of occupancy shall be granted for any use listed in this article unless it is determined that the proposed use also meets the additional regulations herein.

§ 185-103 Micro-breweries or micro-distilleries.

- A. Definitions. As used herein, the following terms shall have the meanings indicated:

MICRO-BREWERY

A micro-brewery or farm brewery operation duly licensed with the NYS Liquor Authority. Such operation shall be limited to the building footprint limitation of the district in which it is located, if any.

MICRO-DISTILLERY

A micro-distiller operation duly licensed with the NYS Liquor Authority. Such operation shall be limited to the building footprint limitation of the district in which it is located, if any.

B. Regulations.

- (1) When adjacent to residential uses or districts, such uses shall be buffered to minimize visual and auditory impacts in a method approved during site plan review. Such buffering may include but is not limited to landscaping, screening, and fencing.
- (2) All such uses dealing with the importation, manufacture, distribution, or sale of alcohol shall obtain a license(s) as required by the NYS Liquor Authority and operate in accordance of the regulations therein.
- (3) Micro-breweries and micro-distilleries shall provide access to the public through the inclusion of a tasting room or other such designated area for the service of patrons.
- (4) 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.
- (5) 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.

§ 185-104 Vehicle sales, service, or repair shops.

- A. A curbed landscaped area shall be maintained at least eight (8) feet in depth along all street frontage space not used as driveway. The required landscaping and screening treatments of such area shall be determined through site plan review.
- B. All automobile parts and dismantled vehicles are to be stored within a building, and no repair work or automobile maintenance is to be performed outside a building.
- C. No automotive use area shall be used for auto wrecking or for the storage of wrecked, partially dismantled or junked vehicles, or equipment or motor vehicles which do not qualify for New York State vehicle registration.
- D. Where adjacent to a residential district or use, the hours of operation shall be limited to the period from 6:00AM to 10:00PM.
- E. Fuel, oil and other materials which are environmentally hazardous, shall be stored, controlled and disposed of in accordance with the Rules and Regulations of the NYS Department of Environmental Conservation, and documentation shall be filed with the

Town.

F. No vehicle sales or service use shall include a publicly accessible gas station.

§ 185-105 Animal care facilities.

- A. All animal care services shall be provided within a completely enclosed building, unless otherwise allowed in accordance with Subsection B, below.
- B. Animal care facilities with outdoor animal exercise, play, or containment areas shall require the issuance of a special use permit.
- C. Adjacent properties shall be adequately protected from noise, odors, and unsightly appearances as determined appropriate by the reviewing board in site plan review.
- D. All buildings, structures, accessory use areas, and outdoor animal exercise, play, or containment areas, except off-street parking areas, shall be located at least 50 feet from any property line abutting a residential use or district.
- E. Screening for outdoor animal exercise, play, or containment areas may be required along lot lines bordering residential uses or districts at the Planning Board's discretion.
- F. A waste management plan shall be required to ensure proper upkeep of the site and disposal of animal excrement and waste.

§ 185-106 Day care centers, child or adult.

- A. No day care shall be permitted without obtaining the proper license and registration, as required by NYS and 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 or fence of at least five feet in height shall be provided at all side and rear property lines abutting a residential use or district.
- D. The regulations of this section shall not apply to home-based childcare providers licensed by the state.

§ 185-107 Restaurants or bars.

- A. All such uses dealing with the importation, distribution, or sale of alcohol shall obtain a license as required by the NYS Alcoholic Beverage Control Law and operate in accordance of the regulations therein.
- B. 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.

- C. No restaurant or bar shall have a dance floor greater than 50% of the gross floor area.
- D. 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 10 feet from all property lines.
- E. 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.

§ 185-108 Adult uses.

- A. Applicability. The following special regulations shall apply to all adult bookstores and adult entertainment establishments.
- B. Definitions. As used in this article, the following terms shall have the meanings indicated:

ADULT BOOKSTORE

A business enterprise which has a substantial portion of its stock-in-trade printed, visual or audio material of any kind or other novelties which are characterized by their emphasis on specified anatomical areas or specified sexual activities, including any such establishment having a substantial area devoted to the sale and display of such material. For purposes of this definition, "substantial portion" or "substantial area" shall be 25% or more of any of the following:

- (1) The number of different titles or kinds of such merchandise;
- (2) The number of copies or pieces of such merchandise;
- (3) The amount of floor space devoted to the sale and display of such merchandise; or
- (4) The amount of advertising which is devoted to such merchandise either in print or otherwise promoted via the broadcast media.

ADULT ENTERTAINMENT ESTABLISHMENT

Any business enterprise which is other than an adult bookstore which has presentations characterized by emphasis on the description or depiction of specified anatomical areas or specified sexual activities during live shows, motion-picture films, videotapes or sound recordings presented to an audience of one or more individuals. Also included in this

definition is any business enterprise, other than a bona fide medical or health service establishment, requiring a client or customer to display any specified anatomical area.

SPECIFIED ANATOMICAL AREAS

Includes:

- (1) Unless completely and opaquely covered, human genitals, pubic regions, buttocks or female breasts below a point immediately above the top of the areola.
- (2) Even if completely and opaquely covered, male genitals in a discernibly turgid state.

SPECIFIED SEXUAL ACTIVITIES

Any touching of the genitals, pubic areas or buttocks of the human male or female or the breasts of the female, whether clothed or unclothed, alone or between members of the same or opposite sex, or between humans or animals, in an act of apparent sexual stimulation or gratification.

C. Restrictions.

- (1) No more than one of the enumerated adult uses shall be permitted on any single lot in the Town.
- (2) The property line of a parcel where said adult uses are located shall not be within 500 feet of any residential zoning district, measured as a straight line between the nearest points on the property lines.
- (3) The property line of a parcel where said adult uses are located shall not be within 500 feet of the boundary of any town or village, measured as a straight line between the nearest points on the property lines.
- (4) The property line of a parcel where said adult uses are located shall not be within 500 feet of the property lines of a school, place of worship, day-care center, park or playground or other lot containing another such use, measured as a straight line between the nearest points on the property lines.
- (5) The property line of a parcel where said adult uses are located shall not be within 1,000 feet of the property lines of a lot containing another such adult use, measured as a straight line between the nearest points on the property lines.
- (6) All adult bookstores and adult entertainment establishments shall be conducted in an enclosed building. Regardless of location or distance, no one who is passing by an enclosed building having a use governed by these provisions shall be able to visually see any specified anatomical area or any specified sexual activity by virtue of any display which depicts or shows said area or activity. This requirement shall apply to any display, decoration, sign, window or other opening.

(7) No audio or video transmission of these adult uses, either by broadcast, telephone, satellite, microwave or other electronic transmission, to off-site locations shall be permitted.

§ 185-109 Reserved.

Article XVII. Supplemental Regulations

§ 185-110 Prohibited activities.

- A. Dumping. Dumping of refuse, garbage, vegetation, waste material or other substance is prohibited in all districts. Vegetation shall exclude the home composting, provided all compost waste is contained within an enclosed composting bin.
- B. Junk and discarded materials. The use of any premises in any district for the keeping, collection, sale or abandonment of junk and/or discarded materials, including wastepaper, rags, scrap materials, etc., is prohibited.
- C. Speaker systems. Speaker systems, public address systems or other sources for the production or reproduction of voice, music or other types of sound, whether for advertising, entertainment or other purpose, are hereby prohibited upon any public highway, except such vehicles as are authorized by the laws of the State of New York to be equipped with sirens.

§ 185-111 Multi-family dwellings and condominiums.

- A. Multi-family dwellings. The following special provisions shall apply to all multifamily developments, multifamily, townhouse, and other multi-residential unit structures or portions of a planned unit development in residential districts:
 - (1) Every development shall have within it suitable open space available for the use of the residents in a manner suitable to the prospective occupants of the development as determined by the Planning Board. Area devoted to swimming pools and other such formal recreation areas shall be considered in meeting this requirement. Yard areas may also be considered so long as access to them is not prohibited by fencing or other means; but parking areas shall not be included in such assessment.
 - (2) All living units shall have a storage area in the same building of at least 7% of the living unit. No storage area shall be less than four square feet.
 - (3) Sidewalks shall be provided and be integrally designed so as to provide safe and convenient access between buildings and between buildings and internal open space, recreation, parking, and service areas.
- B. All condominiums are expressly made subject to the provisions of Article 9-B of the Real Property Law of the State of New York as presently written and as hereafter amended. For such purposes, said article of the Real Property Law is incorporated by reference into this chapter at this point with the same force and effect as if the same were set forth at

length. Before any transfer occurs of any condominium as defined in said law, copies of all documents filed with the State of New York or any of its subdivisions, departments or bureaus as required by Article 9-B of the Real Property Law of the State of New York as presently written or as hereafter amended are to be filed with the Town Clerk of the Town of Pittsford.

§ 185-112 Sewage disposal.

- A. The drainage of all sewage from structures hereafter erected or altered must be conducted in piping of sufficient capacity to sewers maintained by a governmental agency in the street or highway adjacent to the lot upon which such structures are erected or altered. In the absence of a public sewer system to which sewage may be drained, septic tanks approved by the Monroe County Health Department and dry sewers shall be installed on the lot, conforming to this chapter and the rules and regulations established by the Town Board to effectuate the purpose of this section. At such time that a public sewer system becomes available to such lot, connection to the public system shall be made. Exceptions for the installation of dry sewers shall be governed by § 121-18 of Chapter 121, Sewers. The Town Board may promulgate, establish, revise and alter plans, rules and regulations for the construction and maintenance of sewage disposal systems for the protection of the health, safety and welfare of the occupants and of surrounding premises.
- B. The application for permits required by this chapter and the accompanying plan shall state or show the means adopted to dispose of such sewage and the location of a potable water supply installed or to be installed thereon, and such disposal system must be constructed in all its parts in strict conformity with the plans, rules, and regulations applicable thereto.

§ 185-113 Accessory uses and structures.

The following accessory uses and structures are permitted on the premises of single- and two-family dwellings, but only in connection with and incidental to a permitted principal use and in compliance with the restrictions of this section.

- A. Permitted accessory uses and structures shall be limited to the following, and any additional use or structure which the Commissioner of Public Works finds is similar to those listed in scope, size and impact, is customarily associated with residential dwellings and is otherwise in compliance with this chapter:
 - (1) A home occupation which:
 - a) Has no employees other than the resident employee(s) reporting to the property for work, unless otherwise permitted by the district in which it is located;
 - b) Shows no visible evidence from the exterior of the dwelling unit of the conduct of the occupation, except for signage that is required by law;

- c) Generates no additional traffic, including passenger vehicles and delivery vehicles, nor parking demands beyond the typical traffic and parking activity in the neighborhood in which the home occupation is located; and
- d) Is conducted entirely inside the dwelling unit.
- e) Home-based childcare providers licensed by the state shall be exempted from the provisions above.

(2) Private greenhouse.

(3) Private tennis or outdoor recreational court, provided that back and side backstops shall not exceed 12 feet.

(4) Aboveground deck, patio, terrace, pergola, or gazebo.

(5) Treehouse, playground, or playhouse.

(6) Freestanding air-conditioning machinery, pool equipment.

(7) Freestanding backup electrical generators.

(8) Accessory suites. See §185-8 for the definition of an accessory suite.

(9) Storage structure, including a private garage, pool house, garden shed, or similar.

(10) Private swimming pool, subject to § 185-119.

(11) Fences, subject to § 185-121.

(12) Keeping of horses, subject to § 185-116.

(13) Keeping of animals, other than horses subject to § 185-118.

(14) Sale of produce, subject to § 185-114.

(15) Satellite antennas, subject to § 185-127.

(16) Retaining walls, subject to § 185-117.

(17) Flagpole.

(18) Electric vehicle charger, mounted interior, exterior or free standing

(19) Geothermal system for heating and or cooling. Subject to § 185-113 C (4).

(20) Ramp, lift, or other such structure intended to provide an increased level of accessibility for home occupants or visitors.

(21) Solar energy system, roof-mounted. Such use may be permitted provided the array:

- a) Is located entirely on the roof of the structure;
- b) Matches the slope of the roof; and
- c) Does not cause the structure to exceed the maximum building height requirements of the district in which it is located.

(22) Solar energy system, ground-mounted. Such use may be allowed with the issuance of a special use permit and site plan approval by the Planning Board on lots of at least five (5) acres, provided the array:

- a) Is located with the least impact to neighbors and the public as determined by the Planning Board.
- b) Is set back at least 25 feet from the side and rear property lines and 100 feet from any public right-of-way; and
- c) Covers not more than two acres or 10% of the total area of the lot, whichever is less.

B. General regulations.

- (1) An accessory use or structure shall be located on the same lot as the principal use or structure served.
- (2) Accessory structures shall be included in the calculations required by this chapter for the purpose of complying with lot coverage regulations.

C. Size and location restrictions.

- (1) The total square footage of roofed or enclosed accessory structures, including pergolas, shall not exceed 320 square feet in area, with no one structure exceeding 225 square feet.
- (2) The height of an accessory structure shall not exceed 12 feet as measured from the average ground elevation at the front of the accessory structure to the highest point of the structure.
- (3) No accessory use or structure shall be permitted in the front or side yard areas, except for the following:
 - a) Fences may be located in any yard area.

- b) Interior and exterior mounted electric vehicle chargers may be located on any façade of the primary or accessory structure. Freestanding electric vehicle chargers shall not be located in the front yard.
- c) Freestanding air-conditioning machinery, backup electrical generators, and pool equipment may be located in the side yard.
- d) Flagpoles and ramps or lifts for accessibility are exempt from any location restriction.

(4) All accessory uses and structures shall follow the primary structure minimum setback requirements of the zoning district in which it is located, with the following exceptions:

- a) Fences shall be exempt from setback requirements.
- b) Sheds 120 square feet or less may be placed not closer than four feet from the rear and/or side property lines if the shed or a portion of, is located within the minimum rear setback.
- c) Geothermal systems must maintain a minimum setback of 10 feet from all property lines.

§ 185-114 Sale of produce in residential districts.

A. Purpose. It has been the custom for farmers and gardeners in the Town to sell or offer for sale from their residential premises produce grown by them on their residential premises. This custom is beneficial both to those who sell and those who buy such produce, and the Town has no objection to such sales, subject to reasonable regulation. The Town Board finds that such sales of produce in residential areas are incidental to the primary use of the premises. The purpose of this section is to provide reasonable regulation of these sales, so as to make them compatible with the primary residential use of the premises.

B. Definitions. As used herein, the following words and phrases shall have the meanings indicated:

GROWN ON THE PREMISES

Produce resulting from planting of seedlings or the tillage of the soil of the premises, or produced naturally from trees or vines growing in and on the soil of the premises, or grown for a majority of the life of the produce in a greenhouse on the premises. For the purposes of this Chapter, this may include eggs produced by chickens on the premises.

PREMISES

The land owned and/or leased by a Town resident from which the sale or offer of sale is made.

PRODUCE

Fresh fruits, vegetables, flowers, trees, and the like.

TEMPORARY STAND

A structure not attached or affixed to the premises except by the force of gravity and capable of assembly and disassembly with simple hand tools.

C. Regulations.

- (1) Produce may be sold from premises, in a residential district in the Town by a resident of the Town, where such produce is grown on the same premises from which the sale or offer for sale is made.
- (2) Such sales may take place only during the period of May 1 through November 30 each year, except that trees, apples, pumpkins, squash, honey, eggs, or other such products grown on the premises may be sold year-round.
- (3) One temporary stand for the sale of such produce may be used in accordance with the following:
 - a) The stand shall be limited to 200 square feet in floor area and eight feet in height.
 - b) The stand may be located in the front yard area, provided the frontmost edge of the stand is set back at least 10 feet from the front property line.
 - c) The stand is not a fully enclosed structure. At least one wall of the stand shall be open to allow for free ingress/egress by the public.

D. Agricultural uses exempt. Nothing herein contained shall be applicable to the sale of livestock or the bulk sale of produce grown on premises used as a farm.**§ 185-115 Outdoor storage.**

- A. Storage of junk. Outdoor storage or maintenance of junk shall not be permitted on any lot in any district, unless otherwise permitted.
- B. No construction or building materials of any kind shall be stored outdoors in any zoning district except those used in the construction or alteration of a structure upon the lot or lots where such material is stored. Such material shall not be stored for a period in excess of one year. This section shall not apply to the storage of any products grown upon the premises, nor to nurseries, nor to machinery, equipment and supplies essential to the operation of a farm.
- C. The use of outdoor temporary storage containers shall:

- (1) Not to exceed 90 days.
- (2) Be entirely enclosed within a rodent proof container.
- (3) Be setback not less than 10 feet from the right-of way.

§ 185-116 Keeping of horses.

- A. Purpose. It is the purpose of this section to regulate the keeping of horses as an accessory use in residential districts within the Town and to prohibit the keeping of horses in such a manner or in such locations as to be offensive to occupants of adjoining property or persons residing in the vicinity.
- B. Definitions. As used herein, the following words and phrases shall have the meanings indicated:

BOARDING

The keeping of any horse on the premises not owned by the owner or lessee of said premises, whether for a fee or otherwise.

HORSE

Either male or female horse, pony, mule, donkey and/or ass.

LIVERY

The rental of horses or carriages to persons other than the owner of the horse or carriage.

PADDOCK

An enclosure near a stable in which horses are exercised or allowed to go free.

STABLE

A building in which horses are sheltered and/or fed.

C. Regulations.

- (1) There shall be no livery services provided on any parcel in the Town.
- (2) Boarding of horses is allowable, but in no case shall the number of horses boarded exceed 1/2 of the total number of horses allowed.
- (3) Minimum lot area.
 - a) The minimum lot area necessary for parcels involving the stabling or keeping of horses shall be in accordance with the following schedule:

Number of Horses	Minimum Acreage
1 and 2	3

Number of Horses	Minimum Acreage
3 through 5	5
6 through 10, per horse	10
11 or more	10, plus 1/2 per horse over 10

- b) Where more than one parcel of land is involved in computing the above minimum acreage, the parcels must be contiguous. If leased land is included for purposes of the calculation set forth in Subsection C(3)(a) above, the lessee must have sole and exclusive possession of the leased land, and the property owner and/or lessee to whom the calculation applies must obtain an annual permit from the Code Enforcement Officer. The permit will not be issued unless a valid lease is shown to the Code Enforcement Officer and all parcels are in compliance with setback requirements.
- (4) Setback. Any structure or building erected for the stabling or keeping of horses shall be set back at least 150 feet from all boundary lines of the premises.
- (5) Fencing.
 - a) There shall be erected and maintained a fence around any paddock area, pasture area or any other area outside of the stable where a horse is allowed. Such fence shall be a minimum of four feet high, except an electrical fence which need be only three feet high, supported by wooden or steel posts at intervals of not more than 10 feet. Such fence shall be of sufficient strength and may be either a three- or four-board wooden rail fence or a wire fence, or a combination thereof, or a one-strand electrical fence and shall be strongly secured to each post. Any opening in such fence shall have a self-closing gate of sufficient strength.
 - b) The barns, stalls, paddocks and any other grounds in the Town where horses are kept shall be maintained in a clean and sanitary condition so as not to create any condition or odor which would be objectionable to persons occupying adjoining property.

§ 185-117 Retaining Walls

- A. Purpose. It is the purpose of this section to regulate the size, location and engineering design of retaining walls to insure retaining walls are safe and do not negatively impact or threaten adjacent or nearby properties.
- B. Retaining walls are subject to the following requirements.
 - (1) All retaining walls shall be set back from property line(s) twice the total height of the wall(s).

- (2) Retaining walls greater than thirty (30) inches in height must apply for and receive a permit prior to the start of work. The permit for the retaining wall can be a separate building permit or associated with a project permit.
 - a) The application must include an accurate site plan that identifies property lines and wall setbacks as well as detailed plans of the retaining wall with all associated drainage and grading work to be done.
 - b) The Town can require that a licensed engineer stamp the plans and town engineering review charges will be billed back to the applicant at the amount identified on the Town's Fee schedule.
- (3) Retaining walls greater than four (4) feet in height are discouraged, terraced retaining walls must have a shelf width equal to one and a half times the height of the upper wall.
- (4) A safety fence can be required.
- (5) The height of a fence or safety fence, whether placed adjacent to or atop a retaining wall, will be measured from the base of the lowest wall. A total height greater than three (3) feet in front of a home will require an area variance from the Zoning Board of Appeals, and any total height greater than six (6) feet behind the front wall of the home will require an area variance from the Zoning Board of Appeals.

§ 185-118 Keeping of animals, other than horses.

- A. All livestock, poultry, birds, and the like, with the exception of chickens as provided for by Subsection D, shall be maintained in a permanent roofed and walled building which shall be located at a minimum setback of 150 feet from all boundary lines of the property.
- B. Residents housing no more than four (4) dogs, cats, birds, or other customary domesticated animal per dwelling unit shall be exempt from the provisions of this section.
- C. Swine. The keeping of swine or pigs is prohibited in all districts.
- D. Chickens. Chickens are only allowed if kept and maintained in accordance with the following requirements.
 - (1) Permit Required.
 - a) The keeping of chickens shall be subject to inspection and issuance of a building permit by the Code Enforcement Officer. In reviewing such permit, the Code Enforcement Officer may seek an advisory opinion of the Animal Control Officer.

- b) All building permit applications for the keeping of chickens shall be submitted with the required fee as provided for by the Town of Pittsford Fee Schedule and approved by the Town Board.
- c) Access to the property must be allowed for inspection purposes.

(2) General Requirements.

- a) Maximum number of chickens.

<i>Lot Size</i>	<i>Max Number</i>
<i>Less than 3 Acres</i>	6
<i>3 or more Acres</i>	12

- b) Chickens shall not be permitted to be housed in the primary structure of the lot or any other accessory structure thereon, other than an approved coop and/or outdoor enclosure.
- c) The keeping of roosters shall be prohibited.
- d) No chickens shall be allowed in multi-family complexes, including duplexes and triplexes.
- e) Chickens shall be kept for personal use only; no person shall sell chicken meat or engage in breeding or fertilizer production for commercial purposes. The sale of eggs may be permitted with a temporary stand in accordance with the regulations of § 185-114, Sale of produce in residential districts.
- f) The slaughtering of chickens on the premises is prohibited.
- g) Such animals shall be provided with a covered, predator-proof coop or outdoor enclosure that is well ventilated and designed to be easily accessed for cleaning.
- h) Chickens must be kept in coops from dusk to dawn.
- i) Chickens shall be kept only in conditions that limit odors and noise and the attraction of insects and rodents so as not to cause a nuisance to occupants of

nearby buildings or properties and to comply with applicable provisions of both the New York State and County sanitary codes.

- j) Owners shall comply with all applicable regulations of NYS Department of Agriculture and Markets Law regarding the keeping of chickens. No animal may be kept in a manner that is injurious or unhealthful to itself or any other animals kept on the property.

(3) Coops and Outdoor Enclosures.

- a) Chickens cannot be free range and must always be within a coop or fenced enclosure which contains them on the property and prohibits them from occupying any space within 50 feet of any property line.
- b) No chickens shall be kept in front yard areas.
- c) Coops and enclosures must be screened from the neighbor's view, using an opaque fence and/or landscape screen.
- d) The coop may not be taller than six (6) feet, measured from the natural grade, and must be easily accessible for cleaning and maintenance.
- e) Chickens shall have access to an outdoor enclosure that is adequately fenced to contain the birds on the property and to prevent predators from accessing the birds. Outdoor enclosures shall be a minimum of four (4) square feet per animal.
- f) Coops shall be limited to a footprint of no more than 50 square feet.
- g) The enclosure area must be well drained and clean at all times, offer access to living vegetation, be resistant to erosion by activities of the birds, and provide access to water, shelter, and feeding areas.
- h) The coop and outdoor enclosure must be kept in a sanitary condition and free from offensive odors. The coop and outdoor enclosure must be cleaned on a regular basis to prevent the accumulation of waste. Bedding must be kept in a dry, mold-free, friable condition, and replenished as necessary.

(4) Feed. Chicken feed or other food used to feed the chickens shall be stored in a rat-proof, fastened container stored within a structure, which shall only be unfastened for the retrieval of food and immediately refastened thereafter.

(5) Manure Management. Waste must be managed through proper use and disposal of bedding materials and coop design.

(6) Running at-Large. Chickens are not permitted to run at-large in the Town of Pittsford. Where a chicken(s) is found off the premises of its owner and/or caretaker,

the provisions for at-large impoundment of Chapter 58 of the Town of Pittsford Code may apply.

(7) Violations. Failure to adhere to the requirements of this section shall be considered a code violation subject to the provisions of [§ 1-17 Penalties for offenses](#) of the Town of Pittsford Code.

E. Honeybees.

(1) The keeping of honeybees is allowed on single family residential properties provided the following conditions are met.

- a) It shall be unlawful to keep more than two (2) colonies of bees, on a lot less than 1 acre; or more than 4 colonies on properties greater than 1 acre.
- b) All colonies must be kept in structures designed for the purpose of keeping bees and shall be of a design commonly used for the housing and keeping of bees.
- c) Bee colonies must be located behind the rear wall of the home.
- d) Bee colonies must be located 20 feet from all property lines.
- e) Hives shall not be located within 50 feet of a preexisting swimming pool or a preexisting kenneled animal.
- f) Hives are not permitted within 10 feet of any adjacent buildings.
- g) To the extent possible, colonies shall be placed to minimize possible impacts to adjacent neighbors.
- h) A convenient on-site source of fresh water must be available at all times.
- i) In any instance in which a colony exhibits unusual aggressive characteristics by stinging or attempting to sting without due provocation, the beekeeper must promptly re-queen the colony with another queen.

(2) The keeping of honeybees on property in agricultural use greater than 4 acres is allowed up to 20 colonies, provided that no colony is located closer than 200 feet to any property line, unless permission has been granted by that adjacent property owner.

§ 185-119 Swimming pools.

A. Private swimming pools. All swimming pools shall be installed and maintained in accordance with the regulations of the New York State Uniform Fire Prevention and

Building Code, NYCRR Title 19, Appendix G and all other applicable code sections. No private swimming pool shall be constructed or maintained unless:

- (1) The water's edge of such pool is no closer to the lot or property lines than the minimum setback requirements for a residential structure in the residential district. Any heater or filter units or equipment must meet the minimum setback requirements of the property and if located on the side of the home must be screened with a solid fence that extends not less than 6 inches above the equipment.
- (2) The proposed drainage of such pool is adequate and will not interfere with the public water supply system, with existing sewage and drainage facilities, with the property of others or with the public highways.

B. Such swimming pool shall be deemed a building or structure under all applicable provisions of the Building and Plumbing Codes of the Town. No permit shall be granted for the construction of any such swimming pool unless and until the construction plans therefor, together with plumbing plans, location map and grading plan, in conformity with the above, have been filed with the Town Building Department.

C. There shall be erected and maintained a close-type fence or other protective type of enclosure in compliance with the New York State Building Code.

D. Portable pools. Portable pools of a size capable of retaining water to a depth less than 24 inches and having a plain surface area of water not to exceed 120 square feet shall not be required to comply with the provisions of this section, provided that the following conditions are complied with in all respects:

- (1) The pool shall be located in the rear yard of the premises and as far removed from all property lines as is practicable.
- (2) Provision shall be made on the premises for drainage of water from the pool.

§ 185-120 Supplemental setback restrictions.

Every structure hereinafter erected or altered shall comply with the setback restrictions of the district in which it is located, except when the following regulations apply:

- A. Upon the following streets and highways, the front setback shall be at least 70 feet, to wit: Clover Street, East Avenue, Mendon Road, Mendon Center Road, Airport Road, Jefferson Road East, Jefferson Road West, Marsh Road, Palmyra Road, Washington Road, Allens Creek Road, Lehigh Station Road, Calkins Road, Willard Road, Knickerbocker Road, Thornell Road, Stone Road, Tobey Road, West Bloomfield Road and East Street.
- B. Upon corner lots, the setback from the lot line abutting on each street shall be the front setback required on that street or highway.

§ 185-121 Fences and hedges.

- A. On lots used for residential purposes, no fence shall exceed six feet in total height, and no fence more than three feet in total height shall be erected in front of a front setback. The total height of a fence shall include the height of any wall(s), retaining wall(s), berm(s), or the like. Decorative fence posts may extend above the foregoing height limitations by no more than six inches.
- B. On lots used for nonresidential purposes, Site Plan approval by the Planning Board is required prior to the erection of a fence or wall more than three feet in height. The Planning Board's review and approval of any such application shall be based upon safety, visual impact and other reasonable considerations.
- C. All fences shall be constructed so that the finished side faces outward from the premises with the backers and/or supports facing inward toward the property owner's side of the premises.
- D. At the intersection of two or more streets, no hedge, berm, fence, or wall (other than a single tree or post) which is higher than three feet above ground level, nor any obstruction to vision, including agricultural crops, shall be permitted in the triangular area formed by the intersecting street lines and a line joining each 50 feet distant from such intersection measured along the edge of pavement.
- E. The provisions of this section relating to height limitations shall not apply to fences on premises used exclusively for farm purposes, except that the provisions of Subsection D hereof shall apply to premises used exclusively for farm purposes.

§ 185-122 Private roads and common driveways.

- A. For the purposes of this section, "private roads" are defined as paved driving surfaces, owned and maintained by one or more adjacent homeowners or a homeowners' association, which do not qualify as common driveways in accordance with the definition below.
- B. For the purposes of this section, "common driveways" are defined as privately owned driving surfaces which provide a means of access from a public or private road or common driveway to not more than a total of three residential lots and which do not connect to any other public or private road or common driveway.
- C. Private roads and common driveways are permitted in residential districts when approved by the Planning Board, subject to the provisions of this section. In determining the appropriateness of a private road or common driveway, the Planning Board shall consider whether it will minimize adverse environmental effects on the site, the length of the road, overall density, proposed offset of driveways, road grades and center line radius, present and future setback requirements and all other generally accepted planning standards.

D. Compliance with requirements of the New York State Attorney General.

- (1) The owner and/or developer must obtain and deliver to the Town verification of compliance with any and all requirements of the New York State Attorney General.
- (2) No certificate of occupancy will be issued until such verification is in the Town's possession.

E. Conditions relating to all private roads and/or common driveways.

- (1) Certification of construction specifications. The owner and/or developer shall furnish the Town certification by a professional engineer that the private road has been constructed as required herein.
- (2) Access easement.
 - a) The owner shall grant to the Town a permanent easement allowing access at all times to Town vehicles, municipal fire vehicles and to such other emergency vehicles as the Town may designate.
 - b) Such easement shall be of sufficient width, as determined by the Planning Board, to accommodate the aforesaid emergency vehicles, and the paved private road or common driveway shall be located wholly within said easement area.
 - c) Where feasible, the center line of the easement shall coincide with the center line of the private road or common driveway pavement.

F. Conditions relating to all private roads.

- (1) Construction specifications. Private roads shall be built in accordance with Town specifications, except that the Planning Board may excuse the applicants/owners from the requirements relating to the installation of concrete gutters and/or drains as long as it finds that other means of adequate drainage are available and may allow a pavement width of not less than 20 feet.
- (2) Turnarounds. A turnaround area or areas must be constructed and paved at such location or locations as the Planning Board may determine, such turnarounds to be of sufficient size to accommodate emergency vehicles.
- (3) Signs. At the entrance to each private road there may be erected and maintained a sign not exceeding one foot by three feet in size bearing the words "Private Road" or "Private Drive."
- (4) Setbacks. The setbacks for structures on private roads shall be measured from the edges of the easement for the private road.

G. Conditions relating to all common driveways. Common driveways shall be built in accordance with appropriate specifications for their intended use, as determined by the Planning Board.

§ 185-123 Driveways in public right-of-way.

All driveways in the Town which pass over a portion of the unpaved public right-of-way must lie within and between the side lot lines, as extended to the paved public highway, of the premises served by such driveway.

§ 185-124 Places of worship.

In reviewing an application for a special use permit for places of worship, the Planning Board shall, at a minimum, require that the following criteria be met:

- A. Required setbacks. The minimum required setbacks for places of worship are:
 - (1) Front setback: 70 feet.
 - (2) Rear setback: 10 feet.
 - (3) Side setback: 20 feet.
- B. Lot size. Each place of worship shall be located on a lot with a minimum land area of three acres.
- C. Lot coverage. All buildings, structures and impervious surfaces shall not occupy in the aggregate more than 33% of the area of the parcel or parcels on which they are located.
- D. Parking.
 - (1) Off-street paved parking must be provided, with one parking space for every three seats within the structure. Where seating is bench-type, each 20 inches shall be counted as one seat.
 - (2) The general parking requirements of §185-95 in Article XVA shall also apply.
- E. Lighting. All exterior lighting shall be in accordance with the provisions of Article XV (Exterior Lighting Regulations) of this Chapter.
- F. Signs. All signs shall be in accordance with the provisions of Article XVIII (Sign Regulations) of this Chapter.
- G. Height. The maximum permitted height of places of worship and their related structures, not including a spire, shall be 30 feet, except that a chimney attached to a place of worship may extend 10 feet above the highest point of the structure.

- H. All other relevant requirements of this Code not inconsistent with these criteria shall be applicable to places of worship.
- I. Need and location. By New York decisional law, the applicant shall not be required to make an affirmative showing of the need for the proposed establishment or expansion of the place of worship, and the particular site chosen may not, in and of itself, be the basis for a denial of the special use permit.

§ 185-125 Recreational land and open space required.

- A. Statement of purpose and authority. This section is enacted in recognition of the need, in the continuing development of the Town, that adequate provision must continue to be made for open areas in residential districts for use as parks for playground or other recreational purposes. This section applies to all instances where residential development is proposed, whether such development occurs through the subdivision and plat review process as provided in Town Law §§ 276 and 277 or by the site plan process pursuant to Town Law § 274-a or is accomplished by local law or ordinance. The authority granted herein to require land for parks or a sum of money in lieu thereof relating to properties subject to site plan review instead of subdivision plat approval is intended to and does hereby supersede and/or supplement the provisions of Town Law § 274-a to the extent that said Town Law may be inconsistent or lacking in granting such authority.
- B. Recreation areas or recreation fees. The Planning Board, before the approval by it of a final detailed site plan or of a final site plan or the approval of a plat pursuant to Town Law Article 16, showing lots, blocks or sites with or without streets or highways, or an application for a building permit or plan for the erection of any residential structure or structures, shall also show, in all proper cases and when required by the Planning Board, a park or parks located and to be developed for Town-wide recreational purposes. If the Planning Board determines that a suitable park or parks of adequate size and topographic quality cannot be properly located on the lands shown upon such plan or are otherwise not practical, the Planning Board shall require, as a condition to the approval of any such plan or application, a payment to the Town in the amount approved by the Town Board for each dwelling unit in any residential structure or structures. Said sums of money shall be paid at the time a building permit is issued for each such dwelling unit and shall constitute a trust fund to be used by the Town exclusively for parks, playgrounds or other recreational purposes, including the acquisition of property.
- C. Placing of monuments; size and quality of parks. In approving such plans or applications, the Planning Board shall require that suitable monuments be placed by the developer at such block corners or other relevant or necessary points as may be required by the said Board to delineate such park areas, and the locations thereof are to be shown on the map of such property. The park shall be of reasonable size and topographic quality for playgrounds or other recreational purposes.

§ 185-126 Telecommunications towers.

- A. Intent. The purpose of this section is to allow for telecommunications installations while providing for the health, safety and aesthetic character of the Town consistent with applicable federal and state law, in accordance with the Town's Comprehensive Plan, with particular regard to scenic vista protection. This section is intended to comply with the Federal Telecommunications Act of 1996.
- B. Definitions. As used in this section, the following terms shall have the meanings indicated:

ACCESSORY FACILITY

A facility that serves the principal use and is subordinate in area, extent and purpose to the principal use. Examples of such facilities include transmission equipment and storage sheds.

ANTENNA

A system of electrical conductors that transmit or receive radio frequency waves. Such waves shall include cellular, paging and personal communication services (PCS). The frequency of these waves generally range from 10 hertz to 300,000 megahertz.

CAMOUFLAGING

The construction of facilities to house or support a telecommunications tower so that the towers blend readily with the landscape, neighborhood and adjacent architectural features. Examples of camouflaging are silo and barn, windmill and simulated tree.

CARRIER

A provider of telecommunications service.

CO-LOCATION

The use of a telecommunications tower by more than one carrier.

FREESTANDING COMMUNICATION TOWER

Freestanding lattice tower onto which a telecommunications device is affixed.

GUYED TOWER

Lattice tower supported by wire anchors onto which a telecommunications device is affixed.

MONOPOLE

A single pole of variable cross section onto which telecommunications devices are affixed.

TELECOMMUNICATIONS TOWER

A structure on which transmitting and/or receiving antennas are located. This includes but is not limited to freestanding towers, guyed towers, monopoles and similar structures. It is a structure intended for transmitting and/or receiving telecommunications but

excluding those either for fire, police or other dispatch communications or exclusively for private radio and television reception and private citizens' bands, amateur radio and other similar communications.

C. Approval of telecommunications facilities.

- (1) No telecommunications tower shall hereafter be used, erected, moved, reconstructed, changed or altered except after the granting of a special use permit by the Town Planning Board and in conformity with the provisions of this section. No existing structure shall be modified to serve as a telecommunications tower unless in conformity with this section.
- (2) Telecommunications towers and accessory facilities shall be permitted in any zoning district upon the issuance of a special use permit as provided in Article XXV and the granting of preliminary and final site plan approval, in accordance with Article XXIX.
- (3) In reviewing an application for a special use permit for a telecommunications tower, the Planning Board shall, at a minimum, require that the following criteria be met:
 - a) Site location. A proposed location shall receive approval from the Planning Board following satisfaction of the following requirements:
 - [1] Documentation of the need for the use of the site proposed.
 - [2] A completed visual environmental assessment form (visual EAF), including a simulated photographic visualization of the site, with particular attention to visibility from key view points identified on the visual EAF. The Planning Board may require submittal of a more detailed visual analysis based on the results of the visual EAF.
 - [3] Preference shall be given that the proposed facility be located in a higher use district or on higher-intensity-use property. Such preference, from most favorable to least favorable, is as follows:
 - [a] Property with an existing suitable structure.
 - [b] Industrial districts.
 - [c] Commercial or Mixed-Use districts.
 - [d] Office park districts.
 - [e] Municipal or government-owned property.
 - [f] Residential districts.

[g] Viewshed areas.

b) Height.

- [1] The Planning Board shall approve, subject to the limitations set forth in Subsection C(3)(b)[2] below, the height of each proposed telecommunications tower. In reviewing such issue, the Planning Board shall consider the minimum height necessary for the applicant's needs and may also take into consideration the potential for co-location in approving or requiring additional height above the minimum necessary for the applicant's needs.
- [2] The maximum height for telecommunications towers permitted under this section, including any antennas, extensions or other devices extending above the tower, measured from the ground surface immediately surrounding the site, shall be 100 feet.

c) Co-location and use of preexisting structures.

- [1] Applicants are encouraged to provide their towers for use by other carriers at a reasonable fair market value. Additionally, where such co-location is unavailable, location of antennas on preexisting structures shall be considered by the applicant. An applicant shall be required to present an adequate report inventorying existing towers within a reasonable distance of the proposed site and outlining opportunities for co-location with existing facilities and the use of other preexisting structures as an alternative to a new construction.
- [2] An applicant intending to co-locate with an existing tower shall be required to document intent from an existing tower owner to co-locate.
- [3] In the case of new towers, the applicant shall be required to submit a report demonstrating good faith efforts to secure co-location with existing towers as well as documenting capacity for future co-location for the proposed tower. Written requests and responses for co-location shall be provided.
- [4] The applicant must examine the feasibility of designing a proposed telecommunications tower to accommodate future demand for additional facilities. This requirement may be waived by the Planning Board, provided that the applicant demonstrates that future shared usage of the proposed facility is not feasible and an unnecessary burden, based upon:
 - [a] The number of Federal Communications Commission (FCC) licenses foreseeably available for the area.

- [b] The number of existing and potential licenses without tower spaces/sites.
- [c] Available spaces on existing and approved towers.
- [d] Potential adverse visual impact by a tower designed for co-location.
- d) Setbacks. Telecommunications towers and antennas shall comply with all existing setbacks within the affected zone. Additional setbacks may be required by the Planning Board to contain on site substantially all icefall or debris from tower failure. Setbacks shall apply to all tower parts, including guy-wire anchors, and to any accessory facilities.
- e) Visibility and aesthetics.
 - [1] Towers shall not be artificially lighted except to assure human safety as required by the Federal Aviation Administration (FAA). Towers should be designed and sited so as to avoid, whenever possible, application of FAA lighting and painting requirements.
 - [2] Accessory facilities shall maximize use of location, building materials, colors and textures designed to blend with the natural surroundings.
 - [3] No telecommunications tower, antennas or accessory facility shall contain any signs or advertising devices.
- f) Existing vegetation. Existing on-site vegetation shall be preserved to the maximum extent possible. Clear-cutting of all trees in a single contiguous area shall be minimized to the maximum extent possible.
- g) Screening. Deciduous or evergreen tree planting may be required to screen portions of the tower and accessory facilities from nearby residential property as well as from public sites. Where the site abuts residential or public property, including streets, at least one row of native 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 effectively screen the tower base and accessory facilities. In the case of poor soil conditions, planting may be required on soil berms to assure plant survival, with the plant height to include the height of the berm.
- h) Access.
 - [1] Access may be required to assure adequate emergency and service access. Maximum use of existing roads, public or private, shall be made. Road construction shall be sufficient to accommodate the intended use.

Construction of pervious roadways (crushed stone, gravel, etc.) is preferred. At all times, road construction shall minimize ground disturbance and vegetation-cutting to within the bottom of fill, the top of cut or no more than 10 feet beyond the edge of any pavement. Road grades shall closely follow natural contours to assure minimal visual disturbance and reduce soil erosion potential. Public road standards must be waived in meeting the objectives of this subsection.

- [2] All telecommunications towers and accessory facilities and guy anchors, if applicable, shall be enclosed by a fence not less than six feet in height or otherwise sufficiently protected from trespassing and vandalism.
 - i) Radio frequency effects. It is recognized that the Telecommunications Act of 1996, Public Law 104-104, Section 704, prohibits the regulation of cellular and personal communications towers based on the environmental effects of radio frequency emissions where those emissions comply with the FCC standards for those emissions. The Planning Board may, however, impose a condition on the applicant that the communications antennas be operated only at FCC-designated frequencies and power levels.
- (4) The Planning Board shall have the authority to require appropriate camouflaging and to impose such reasonable conditions and restrictions as are directly related to and incidental to the proposed telecommunications tower special use permit and/or site plan.

D. Reimbursement for expenses. Each application shall include application fees and engineering review fees, as outlined in the Town of Pittsford fee schedule.

E. Removal of facilities; bond.

- (1) Any applicant installing a telecommunications tower within the Town shall remove any and all such structures immediately upon the discontinuance of use, shall reasonably restore the site and shall incur all expenses therefor.
- (2) As security for the performance of the requirements set forth above, the applicant shall, upon the granting of approval under this section and prior to the installation of any facilities, execute and file with the Town Clerk of the Town of Pittsford a bond or other undertaking which shall be approved as to form, manner of execution and sufficiency for surety by the Town Board and shall be with a solvent surety corporation. Such bond or undertaking shall be conditioned upon the faithful performance of the provisions of subsections above, and in the event of default, the bond or undertaking shall be forfeited to the Town of Pittsford, which shall be entitled to maintain an action thereon. The bond or undertaking shall remain in full force and effect until the removal of the telecommunications tower and site restoration. The value of the bond shall be equal to the cost of demolition and

restoration of the site.

F. Applicant build-out plan.

- (1) As part of any application in accordance with this section, the applicant shall submit to the Planning Board a build-out plan setting forth the applicant's current facilities within the Town, together with the applicant's intentions for additional facilities within the Town for the ensuing 24 months, and shall also certify whether any and all existing facilities of the applicant are in active use and are necessary for its telecommunications operations.
- (2) The aforesaid build-out plan shall include a statement as to how the proposed facility will supplement, detract from or coordinate with existing telecommunications towers in the Town and contiguous jurisdiction: any changes proposed within the following twenty-four-month period, including a build-out plan for new locations and the discontinuance or relocation of existing facilities.
- (3) A similar build-out plan and certification of use of existing facilities shall be thereafter submitted by such applicant on or before January 31 of each year, as well as upon any further application for any additional facilities.
- (4) The Planning Board shall impose the provisions of Subsection F(3) above as a condition of the issuance of any special use permit granted in accordance with this section.

G. Exceptions. The provisions of this section shall not apply to the following:

- (1) Individual, scientific and medical equipment as regulated by the FCC in 47 CFR 18.
- (2) Military and government radar antennas and associated communication towers for navigational purposes as regulated by 47 CFR 87.
- (3) Radio transceivers normally hand-held or installed in a vehicle, such as an automobile, truck, trailer or watercraft.
- (4) A radio frequency machine which is designed and marketed as a consumer product, such as a microwave oven and radio-controlled toys.
- (5) Lawful or approved uses existing prior to the effective date of these regulations, including the repair and maintenance of existing communications towers and antennas.
- (6) Antennas used solely for the residential household television and radio reception in accordance with § 185-127 of the Town Code.
- (7) Satellite antennas one meter or less in diameter and building-mounted in commercial districts and ground-mounted in residential districts, regardless of the zoning district

in which it is located.

- (8) Satellite antennas measuring two meters or less in diameter and located in the following districts:
 - a) Mixed Use – Commercial District.
 - b) General Commercial District.
 - c) Light Industrial District.
 - d) High Technology and Office Park District.
- (9) Amateur radio antennas owned and used by amateur radio operators licensed by the Federal Communications Commission. Such uses shall be regulated by §185-128.

§ 185-127 Satellite antennas.

- A. Findings and purpose. The Town Board has become concerned about the appearance and impact of satellite antennas. The Town Board finds that unless regulated, such antennas can be installed in an aesthetically unpleasant manner with an adverse impact on surrounding properties. The intent and purpose of this section is to establish a procedure and criteria to avoid the adverse impacts of the installation of such antennas and to preserve the character, beauty and general welfare of the municipality, while complying with the restrictions imposed by the federal government in 47 CFR 104.

- B. Definitions. As used herein, the following terms shall have the meanings indicated:

SATELLITE ANTENNA

An apparatus capable of receiving communications from a transmitter or transmitter relay located in geoplanetary orbit.

- C. Satellite dish considered structure; requirements. No person shall cause, suffer or permit the erection and/or maintenance of any satellite antenna or device, except as set forth herein:
 - (1) Any such antenna shall be considered a structure for which a building permit is required.
 - (2) Except as provided in Subsection F hereof, in residential districts, such antennas shall be ground-mounted only and be located in the rear yard area. In nonresidential districts, such antennas may be ground-mounted or roof-mounted. In all districts, such antennas must comply with applicable setback requirements.
 - D. Applications; permits. Applications for building permits shall be made to the Code Enforcement Officer. Plans and sketches shall be submitted by the owner of the premises

only. Said plans shall show the location of all physical improvements on the subject premises and the proposed location of the antenna. Proposed new landscaping shall be depicted.

- (1) No installations shall be allowed over or upon an easement.
- (2) The diameter of such dish shall not exceed 12 feet. The height of such device and its installation shall not exceed 15 feet above ground level at its maximum height for ground-mounted antennas. Roof-mounted antennas extending more than three feet above the roofline shall be concealed from ground-level view by a parapet wall or by exterior architectural material.
- (3) The color of such installation shall be in solid earth tones, and said color tones shall be maintained in such character during the usage of said satellite antenna under this permit.
- (4) All ground-mounted antennas shall be effectively screened on all sides that do not create an adverse picture reception by a solid fence, compact evergreen hedge, planting screen or principal structure. Satellite antennas shall be located and designed to reduce or eliminate visibility from surrounding properties at street level and from public streets.
- (5) All installations shall be in compliance with the manufacturer's instructions and erected in a good and workmanlike manner.
- (6) All antennas and the construction and installation thereof shall conform to applicable electrical, fire prevention and building codes.
- (7) Antennas shall meet manufacturer specifications, be of noncombustible and corrosive-resistant material and be erected in a secure, wind-resistant manner.
- (8) Every antenna must be adequately grounded for protection against a direct strike of lightning.
- (9) The Code Enforcement Officer, when he deems it necessary, may require the owner to provide certification by a licensed architect or professional engineer as to the safety of the installation and, in the case of roof-mounted antennas, as to the appropriate load-bearing capacity of the roof.

E. Permit fee. An application for a building permit pursuant to this section shall be accompanied by such fee as is specified for same by resolution of the Town Board.

F. Exemption for small antennas. A satellite antenna which is 40 inches or less in diameter may be installed without the necessity of obtaining a building permit and not subject to the requirements of Subsection C(2) hereof, provided that such antenna is installed behind the front facade of the main structure, does not extend above the roofline of the

main structure and complies with the provisions of Subsection D(3) through and including (9) of this section.

§ 185-128 Amateur radio communications antennas.

- A. Special use permit. A special use permit must be obtained from the Zoning Board of Appeals before a building permit may be issued for amateur radio communications antennas which exceed the applicable district height restrictions.
- B. Preexisting antennas. These are exempt from the provisions of this section.
- C. Applications. An application for such special use permits shall be as generally provided for in §§ 185-171 through 185-173 of this chapter, except that § 185-171A through H are hereby replaced with the following requirements:
 - (1) A scaled plan or drawing of the proposed antenna, with design data, certified by a professional engineer or the manufacturer.
 - (2) Satisfactory evidence that such antenna will withstand the wind load requirements for structures as established in the New York State Fire Prevention and Building Code and the regulations promulgated thereunder.
 - (3) A diagram or plan showing the lot or parcel and its dimensions on which the antenna is to be located and showing the location of all structures on the lot or parcel and the location of the proposed antenna.
 - (4) A list of all property owners and their addresses within 500 feet of the applicant's lot or parcel.
 - (5) The required application fee established by the Town Board.
 - (6) An environmental assessment form (EAF).
 - (7) Such additional maps, plans and specifications or other information as may reasonably be required by the Zoning Board of Appeals.
 - (8) Proof that the applicant is an amateur radio operator licensed by the Federal Communications Commission.
- D. Determination. In making its determination upon each application, the Board shall, in lieu of the provisions of § 185-174, be guided by the following standards:
 - (1) The proposed antenna meets good and accepted engineering standards for such antennas;
 - (2) The proposed antenna meets the wind load requirements for structures as established

by New York State law;

- (3) The proposed antenna shall be to the rear of the rear line of the principal structure on the lot or parcel, provided that an antenna consisting of a single strand of wire, or portion thereof, is permitted in the front of the rear line of the principal structure if it is screened or arranged such that it is not visible from the public right-of-way;
- (4) The proposed antenna shall not exceed a height of 100 feet above the ground;
- (5) No more than one antenna structure shall be located on the lot or parcel;
- (6) No part of the proposed antenna, including stays and guy or supporting wires, shall be in violation of the relevant district setbacks;
- (7) If the base of a ground-based antenna is visible from any public right-of-way or from adjacent property, then appropriate screening of the base shall be required;
- (8) Antennas may not be located on conservation easements, drainage easements, public utility easements or on any reserved open space;
- (9) Reasonable conditions regarding maintenance and safety may be imposed on the special use permit; and
- (10) The special use permit shall contain the condition that the Code Enforcement Officer, or his designee, may enter the premises at any reasonable time, accompanied by the owner, to inspect the antenna installation for its construction, stability and maintenance.

E. Decision. The federal government has determined that amateur radio communications antennas and activities are beneficial to the public health, safety, morals and general welfare of the community. If the proposed antenna meets the requirements of Subsections C and D of this section, then the special use permit shall be issued, with such reasonable conditions as the Board may impose in accordance with the provisions of Subsection D herein.

F. Sections 185-175 through 185-177 are not applicable to this antenna special use permit process.

§ 185-129 Mining and excavations.

A. Purpose and findings.

- (1) In order that land may be mined and excavated in the Town in an orderly and reasonable manner while protecting the value of property, protecting the health, safety and general welfare of the public, as well as protecting the natural beauty and aesthetic values in affected areas, this section is enacted.

- (2) The New York State Mined Land Reclamation Law (Environmental Conservation Law § 23-2701 et seq.) reserves to the state permit-granting authority, reclamation standards and certain other authority over the extractive mining industry in the state which exceed a certain volume of production. That state law allows for the exercise of certain powers by local governments over mining and excavational activities.
- (3) The Town Board finds that the only extractive mining industries within the Town are two sand and gravel operations, both of which are preexisting, nonconforming uses, and further finds that the volume of production of those operations is such as to bring them within the state regulatory authority.
- (4) This section is enacted to supplement the provisions of state law governing those sand and gravel operations.

B. Expansion of existing mining operations prohibited.

- (1) The sand and gravel operations existing within the Town are Tax Account No. 191.020-001-027 (commonly called the "Lehman Farm"), which comprises about 94.7 acres of land as shown on the Town of Pittsford Tax Map, and Tax Account No. 191.010-01-018 (commonly called the "Youngs Farm"), which comprises about 66.4 acres of land as shown on the Town of Pittsford Tax Map. These two operations are preexisting, nonconforming uses and are the only mining and excavation activities in the Town.
- (2) These sand and gravel operations may not expand onto adjacent or other parcels of land.
- (3) In the event that these tax account numbers are amended or altered to include additional land, then mining or extractive activity is prohibited on such additional land.

C. Referral of permit application to Town by state.

- (1) The state is required by state law to refer to the Town for comment all permit applications for mining activities within the Town over which the state has jurisdiction. The Town is required to comment, if it decides to do so, within 30 days.
- (2) The Town Supervisor is required by state law to make the comments on behalf of the Town. The Supervisor shall consult with the Town Board before making such comments, except that if mining activities are prohibited by Town law at the proposed site, the Supervisor shall promptly so notify the state in writing.
- (3) State law permits comments by the Town as to appropriate setbacks from property boundaries or public rights-of-way, man-made or natural barriers to restrict access, control of dust and hours of operation. The Town Board finds, based on past experience and previous Town Board legislative standards, that the following are

reasonable and necessary minimum requirements that ought to attach to any such permit granted by the state in this Town:

- a) Setbacks: at least 75 feet from property boundaries or public rights-of-way.
- b) Barriers to restrict access: a four-strand barbed wire fence adjacent to any portion of the excavation face reasonably accessible to the public, whether the excavation face is active or inactive; the fence shall be at least 10 feet back from the excavation face or, if the excavation face is less than 10 feet from the property line, the fence shall be of equal distance from the excavation face and the property line; the four strands of barbed wire shall be at one-foot-horizontal intervals with the lowest being one foot above the ground; and poles or stakes supporting such barbed wire shall be at intervals not greater than 10 feet.
- c) Dust control. A vegetative buffer zone shall exist between all excavation faces and adjacent property lines, unless the existing topography provides a natural buffer.
- d) Hours of operation: from 7:00 a.m. to 6:00 p.m. local time.

D. Inspection and enforcement.

- (1) The Commissioner of Public Works, or his designee, including all Town Code Enforcement Officers, shall have the authority and responsibility for inspection of all mining operations in the Town and shall report to the Town Board any violations of state or Town laws regulating the same, including violations of any conditions attached to state permits.
- (2) Violations of state law or state permit conditions shall also be promptly communicated to the appropriate state authority.
- (3) The Town Board may take such legal action as it deems appropriate to enforce state and Town law and permit violations.

§ 185-130 Ponds.

- A. Purpose. It is the purpose of this section to define and regulate all ponds in residential zoning districts in the Town in order to protect the environment, protect the rights of others to natural water flows and to prevent health and safety hazards that may occur by reason of the existence of ponds.
- B. Definitions. As used herein, the following terms shall have the meanings indicated:

GARDEN POND

Any man-made body of water with a surface area no greater than 500 square feet and a maximum depth of 36 inches.

OPEN-WATER POND

Any man-made body of water with a surface area in excess of 500 square feet and/or a depth of more than 36 inches.

C. Exemptions.

- (1) Ponds constructed as part of active agricultural operations are exempt from this section.
- (2) Retention and detention ponds mandated and/or owned by the Town are exempt from this section.
- (3) Natural ponds left in their natural state are exempt from this section.

D. Regulations.

- (1) General.
 - a) All ponds must be maintained so as to assure that they do not become offensive to neighboring properties by reason of stagnation, algae, mosquito-breeding and similar conditions.
 - b) No pond can interfere with or impede the natural flow of water nor adversely impact any floodplain or wetland area.
 - c) All ponds shall have a maximum depth of 24 inches within eight feet of the water's edge.
- (2) Garden ponds may be constructed on any residential property subject to the applicable setback requirements and without the necessity of obtaining a building permit or landscape alteration permit.
- (3) Open water ponds. No open water pond may be constructed on any residential property unless:
 - a) The property on which the pond is to be constructed is five acres or more in size;
 - b) The pond is at least 100 feet from all property lines on the premises where it is to be located;
 - c) The pond shall conform to the requirements of and be approved by the Soil Conservation Service of the United States Department of Agriculture or its successor agency; and

- d) A landscape alteration permit has been issued therefor, except that such permit shall not be required where the Planning Board has approved such pond as part of the subdivision approval process.

§ 185-131 Schools.

In reviewing an application for a special use permit for a school or college, the Planning Board shall, at a minimum, require that the following criteria be followed:

- A. Required setbacks. The minimum required setbacks for school and college structures and parking areas are as follows:
 - (1) Front setback: 70 feet.
 - (2) Rear setback: 10 feet.
 - (3) Side setback: 20 feet.
- B. Lot coverage. All buildings, structures and impervious surfaces shall not occupy in the aggregate more than 50% of the area of the parcel or parcels on which such building, structures and impervious surfaces are to be located.
- C. Parking. The general parking requirements of §185-95 in Article XVA shall apply.
- D. Lighting. All exterior lighting shall be in accordance with the provisions of Article XV (Exterior Lighting Regulations) of this Chapter.
- E. Signs. All signs shall be in accordance with the provisions of Article XVIII (Sign Regulations) of this Chapter.
- F. Height. The maximum permitted height of a school or college and its related structures shall be 30 feet, except that a chimney attached to a school may extend 10 feet above the highest point of the structure.
- G. All other relevant requirements of the Town Code not inconsistent with these criteria shall be applicable to schools and colleges.
- H. Need and location. By New York decisional law, the applicant shall not be required to make an affirmative showing of the need for the proposed establishment or expansion of the school, and the particular site chosen may not, in and of itself, be the basis for a denial of the special use permit.

§ 185-132 Trash and recycling removal in residential zones.

Trash and/or recycling removal services shall be carried out between 6:00 a.m. and 7:00 p.m. local time.

§ 185-133 Reserved.

Article XVIII. Sign Regulations

§ 185-134 Reserved.

§ 185-134.1 Purpose

- A. **Purpose.** The purpose of this Article is to promote and protect the public health, welfare, and safety by regulating existing and proposed signs which are visible from streets or other public areas or from one property to another. These regulations are designed to balance the development and promotion of business and industry with the provision of signage in a manner that is not a detriment to the public.
- B. **Objectives.** The intent of this Article is to achieve the following objectives:
 - (1) Establish a consistent process for those seeking to install signs;
 - (2) Protect property values and create a more attractive economic and business climate;
 - (3) Reduce the adverse effects of signage on the desired Town character and foster a visually pleasing community environment;
 - (4) Provide structures and uses with effective means of identification while reducing visual clutter through the prevention of excessive and confusing sign displays;
 - (5) Reduce visual distractions and obstructions that may impact traffic safety, and reduce hazards that may be caused by signs overhanging or projecting above public rights-of-way; and
 - (6) Enforce and encourage the objectives and goals of the Town of Pittsford Comprehensive Plan and other supporting plans and studies.

§ 185-134.2 Applicability

- A. **Signs Under Regulation.** The requirements of this Article shall govern and control all signs within the Town of Pittsford legible from any street, sidewalk, public right-of-way, public space, or from one property to another property.
- B. **Prohibited Signs.** Attention Getting Device, Digital Sign, Obsolete Sign, Off-Premise Sign, Projecting Sign, Roof Sign, and Window Sign.
- C. **Exempt Signs.** The provisions of this Article shall not apply to:
 - (1) Signs erected and maintained pursuant to the following requirements and/or in

discharge of any governmental function, including safety signs, road signs, historical markers, highway directional signs, or signs otherwise required by any local, state, or federal law, ordinance, or regulation.

(2) Signs not applicable to §185-134.2 (A) are exempt from all regulations in this section.

D. Customary Decorations Permitted. This Article shall in no event be construed to prohibit the temporary decoration of premises in any district during religious, patriotic or holiday seasons in a customary manner.

§ 185-134.3 Definitions.

SIGN

Any object, device, display or structure, or part thereof, situated to be seen from the outdoors or can be seen from the outdoors, that is used to advertise, identify, display, direct or attract attention to an object, person, institution, organization, business, product, service, event or location by any means, including but not limited to words, letters, figures, designs, symbols, fixtures, colors, illumination or project images. A sign for the purposes of this Chapter does not include the following:

- (1) A flag or emblem of any nation, organization of nations, state, or city, or any fraternal, religious, or civic organization.
- (2) Merchandise, pictures or models of products or services incorporated in a window display.
- (3) Official notices issued by any court or public office or officer in the performance of a public or official duty.
- (4) Works of art, or analog clocks, including free standing that do not contain any message, logo, graphic, or trademark; the location of which is subject to Department of Public Works review and approval.

A-FRAME SIGN

A temporary portable sign with two or more steeply angled sides. Also known as a “sandwich board sign.”

ATTENTION GETTING DEVICE

Devices or ornamentations designed for the purpose of attracting attention to a use or property. This includes sails, pennants, banners, inflatables, and the similar. Temporary holiday decorations at the discretion of a CEO are not considered attention getting devices.

AWNING OR CANOPY SIGN

A sign that is part of a movable or fixed ornamental roof-like structure extending from

the face of a structure over a door, entrance, window, or outdoor area and is constructed of durable materials, including fabrics. Illuminated awnings and/or canopies shall be considered to be signs.

DIGITAL SIGN

A sign that utilizes computer-generated messages or some other electronic means of changing copy. These signs may include displays using incandescent lamps, LEDs, LCDs or a flipper matrix.

DIRECTIONAL SIGN

Signs providing direction to pedestrians, bicyclists, or motorists to entrances, exits, driveways, or other such accessways and containing no commercial message.

EVENT

Any happening or occurrence of a limited duration, including, but not limited to, the sale or lease of a property, an election, a referendum, a garage, estate or yard sale, the erecting or repairing of a structure on the premises, the seasonal sale of products grown on the premises of a residential property, and the like.

FREESTANDING SIGN

A sign independently supported by the ground or mounted on a supporting structure that is placed on or anchored in the ground and is independent from any building.

ILLUMINATION

The lighting of a sign by one or more of the following artificial light sources:

- (1) External. A separate light source attached to the sign or mounted on the ground and directed so as to shine on the sign face.
- (2) Internal. A light source concealed within the sign structure. This shall include back-lighting where the bulbs or other elements are not visible on the outside of the sign.

OBSOLETE SIGN

A sign that advertises or identifies a business, event, product, service, etc. that is no longer in operation, sold, or offered, or is otherwise irrelevant or outdated.

OFF-PREMISE SIGN

A sign that directs attention to a business, commodity, service, or entertainment conducted, sold, or offered at a location other than where such sign is located.

POLE SIGN

A type of freestanding sign that is supported by one post with a distance exceeding three feet between the ground and the bottommost edge of the sign.

PROJECTING SIGN

A sign which is wholly dependent upon a building for support and which projects more

than 12 inches from such building.

ROOF SIGN

Any sign erected upon the roof of a building or any portion of which extends above the roofline of the building as viewed from a Right of Way or residential property.

TEMPORARY SIGN

Any sign that is not otherwise permitted by this chapter. Signs indicating a happening or occurrence of a limited duration, including, but not limited to, the sale or lease of a property, an election, a referendum, construction work on the premises, seasonal sale of products grown on the premises of an agricultural or residential property, and the like. Such signs usually being constructed of poster board, cardboard, corrugated plastic material or an A-Frame-Sign. Temporary signs allowed by this section specifically do not include signs for the sale of goods or merchandise of any business.

WALL SIGN

A sign fastened to the wall of a building or structure in such a manner that the wall becomes the supporting structure for or forms the background surface of the sign and which does not project outward more than 12 inches from such building or structure.

WINDOW SIGN

Any sign which is applied, affixed, or painted on the interior or exterior of a window or located inside within three feet of the windowpane. This does not include, customary identification placed on the entry door(s) of the use, open and or closed signs of two square feet or less, or customary window display(s) of products or decorations.

§ 185-134.4 Building Permit

- A. **Permit Required.** Prior to the erection, alteration, reconstruction, or relocation of a freestanding sign, wall sign, pole sign, and awning or canopy sign, a building permit shall first be obtained by the Code Enforcement Officer (CEO) in accordance with below. Where a permit is not required, such sign must still comply with the regulations of this Article.
- B. **Exempt Actions.** Normal maintenance and repair of a sign not involving structure changes, including, but not limited to, repainting in kind, repairing, changing of parts, or cleaning shall not require the issuance of building permit.

§ 185-134.5 Building Permit Applications

- A. **Application Submittal.**
 - (1) Building permit applications shall be submitted to the CEO on the appropriate forms provided by the Town of Pittsford.
 - (2) Incomplete applications will not be processed. The CEO shall provide written or

electronic notice of application deficiencies to applicants. If such deficiencies are not corrected within 30 days of notice, the application will be considered withdrawn.

- (3) The CEO is hereby authorized to review, approve, approve with modifications, or deny a sign application in accordance with this Article.

B. **Application Requirements.** The following shall be provided in all building permit sign applications. The CEO may require application materials to be prepared by a licensed engineer or sign professional if deemed necessary for adequate review of the proposed sign and its structure.

- (1) Name, address, contact information, and signature of the applicant.
- (2) Name, address, and signature of the building and/or property owner (if not the applicant), and a statement of consent for the applicant to seek such building permit.
- (3) The interior square footage of the business or organization.
- (4) Dimensions and drawings indicating the size, shape, construction, materials, and layout of the proposed sign(s).
- (5) Indicate on drawings the size measurement required by section 185-134.6 herein.
- (6) Site plan and elevations indicating the proposed location and size of the sign(s) drawn to scale.
- (7) Color illustrations and/or photographs of the proposed sign and sign area.
- (8) Proposed illumination system, if any, and the type of and intensity of the lighting to be used. Underwriters Laboratories (UL) certification of the electrical components shall be provided to the CEO.
- (9) Any additional site and/or sign information deemed necessary by the CEO for the proper review of such application.
- (10) All applicable permit fee(s).

C. **Review Criteria.** The approval of building permit applications shall be based upon the following criteria:

- (1) The sign follows the design guidelines outlined in §185-134.10 to the greatest extent practicable.
- (2) The sign is otherwise compliant with this Article and all other applicable local, state, and federal laws and regulations.

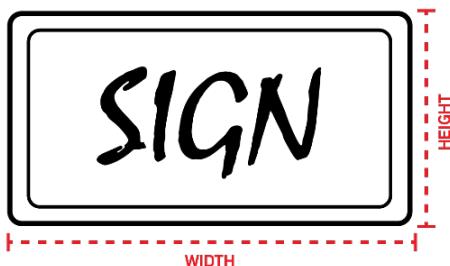
(3) The CEO shall refer all sign applications to the Design Review and Historic Preservation Board for review and approval. Signage replaced in kind shall not require Design Review and Historic Preservation Board review and approval, unless otherwise determined by the CEO. Such review will occur at a regularly scheduled Design Review and Historic Preservation Board meeting. Upon referral, the Design Review and Historic Preservation Board shall assume final decision authority within Zoning limitations.

§ 185-134.6 Measurement

A. Sign Area.

(1) One-Sided Sign. The area of a sign shall be computed by means of the smallest three (3) rectangles or less, that will encompass the extreme limits of the writing, representation, emblem, graphic, and/or other display, together with any backdrop, material, or structure on which it is placed. Letters and graphics affixed directly on a building façade shall be considered to have no backdrop. **See figures below.**

(2) Two-Sided Sign. In the case of a two-sided sign only one side of the sign is considered in determining sign area if the sides of the sign are back-to-back or diverge at an angle of 45 degrees or less. No sign shall be permitted to have more than two sides.



B. Sign Height.

(1) Freestanding Sign. The height of a freestanding sign shall be calculated by measuring the vertical distance between the top part of such sign or its structure, whichever is highest, to the elevation of the ground directly beneath the center of the sign. **See figure at right.**

(2) Other Signs. The height of all other signs shall be determined by measuring the vertical distance between the top part of the sign face or structure, whichever is highest, to the bottom most edge of the sign face or structure.



§ 185-134.7 Safety Provisions

- A. No sign shall obstruct free egress from a window, door or fire escape, interfere with any opening required for ventilation, or otherwise become a hazard to life or property.
- B. The sign is not confusing or distracting, nor will it create a traffic hazard or otherwise adversely impact public safety. Signs shall not include a phone number, email and or website address.
- C. No sign shall interfere with vehicular, pedestrian, or bicycle access or visibility, including public view of any traffic or street sign, signal, or device.
- D. No sign shall be permitted that may be confused with a traffic control sign, signal or device or emergency light. This includes signs with beams and illumination directed upon a public street, highway, sidewalk, or adjacent premises so as to cause glare or reflection that may constitute a traffic hazard or nuisance.
- E. All lighting fixtures and light sources shall be dark sky compliant, shielded to prevent glare and be in conformance with the requirements of Article XV, Exterior Lighting Regulations.

§ 185-134.8 Design, Construction and Maintenance

- A. All signs and its illumination shall be maintained in safe and good structural condition, in compliance with all applicable building and electrical codes, and in conformance with this Article. Such maintenance includes replacement of all defective bulbs, parts, materials, painting, repainting, cleaning, replacement of copy, and other acts required for proper upkeep of such sign.
- B. The Town shall not be responsible for the maintenance of any signs, or the structures or vegetation in connection therewith.
- C. Signage associated with a business, group, or entity may be removed by the Town of Pittsford and charged to the property owner following the abandonment or vacancy of the associated space for six months or more. This provision shall be enforceable six months after its adoption.

§ 185-134.9 Location

- A. No sign shall be erected in any public right-of-way or on public property, including on trees, fences, utility poles, bridges, fire hydrants, or traffic signs, unless written consent of the governmental unit having jurisdiction of the location is obtained.
- B. No sign shall obscure, alter, or cover the architectural features of any building.
- C. No sign attached to a building façade shall extend beyond the ends of the wall surface.

- D. All free-standing signs shall maintain at least a 10-foot setback from all property lines, unless otherwise noted within this Article.

§ 185-134.10 Sign Design Guidelines

The following sign design guidelines are intended to provide applicants, the CEO, and Design Review ad Historic Preservation Board with guidance for best practices in addressing issues related to sign compatibility, legibility, placement, and color.

A. Compatibility.

- (1) Signs should be constructed of high-quality materials compatible with the building form and desired character of the area in which they are located.
- (2) Signs should be appropriately scaled for the building or site upon which they are located, so as not to dominate the façade or streetscape.
- (3) Signs on buildings that have a monolithic or plain façade should be used to create visual interest through appropriate sign design features, scale, and proportions.
- (4) Signs should be designed to include relief in the lettering or sign face to create shadows and provide depth and visual interest.

B. Placement. Signs should be so located to respect and compliment a building's façade, utilizing logical signage areas created by existing architectural details or ornamentation.

C. Color.

- (1) Use of color and color combinations utilized for signs should be limited. Generally, a sign should not utilize more than three colors, including accent colors.
- (2) Day-glo or florescent colors are prohibited.
- (3) Buildings or their architectural treatment shall not be so garish in line, color, or effect, so as to constitute a sign in themselves. Painting, striping, lighting, or other graphic or attention getting device, is considered a sign and is regulated by town zoning and these guidelines. Therefore, no structure shall be so striped or painted, so as to make the structure or building a sign.

D. Monroe Avenue Design Guidelines. Where located along the Monroe Avenue corridor, all signs shall be in conformance with the regulations of the Town of Pittsford Monroe Avenue Design Guidelines.

§ 185-134.11 Signs in residential districts.

Permanent signs in the Agricultural Zone, RN Residential, B Residential, RRAA Rural Residential, Rural Residential South Pittsford, Suburban Residential and Monroe Avenue Transitional Zone Districts shall be limited to the following:

- A. Where a permitted home occupation is maintained, and where signage for such home occupation is required by law, such signage may be maintained, only to the extent required by law. Lighting is not permitted.
- B. Where a permitted commercial stable, farm market, country store, veterinary clinic or tack shop is maintained, one freestanding sign may be erected on the premises, not exceeding 16 square feet in size. One additional business identification sign may be erected on the building facade, not exceeding six square feet in size. Lighting of such sign is permitted by direct illumination (no backlit or internally illuminated signs permitted), provided that the lighting is source dark sky compliant and is entirely screened from view.
- C. In the Monroe Avenue Transitional Zone, for any permitted home occupation or special use permit use, one small pole sign, made of wood or nonglare finish material, may be erected. Such sign may not exceed three square feet in area, nor exceed four feet in length in one dimension. Lighting of such sign is permitted by direct illumination (no backlit, or internally illuminated signs permitted), provided that the lighting source is dark sky compliant and entirely screened from view. The pole sign may not exceed five feet in height.
- D. Permanent signs and/or structures identifying subdivisions:
 - (1) Signs shall be limited to one one-sided sign or structure on each side of each entrance.
 - (2) Signs shall require approval of the location and structural design details from the Commissioner of Public Works.
 - (3) The sign shall be located on the private subdivision, apartment house or other residential property, unless the proponent requests and the Commissioner of Public Works determines that it may appropriately be located in the highway right-of-way. In determining whether to permit a sign in the right-of-way, the Commissioner shall consider highway safety, sight distance, snow removal and storage, proximity to properties not in the subdivision and the need to have the sign located in said right-of-way.
 - (4) If the sign is on a post or pole, the sign shall not exceed six square feet, and the post or pole shall not extend more than six feet above the ground on which it is located.
 - (5) If the sign is part of a stone, brick or other permanent wall or structure, the sign shall not exceed six square feet in size, and the structure on which it is located shall not exceed four feet in height.

- (6) Such signs and structures located in a highway right-of way may be removed by the Town if they become damaged or are in an unsightly condition.
- (7) Any lighting of such sign is permitted by direct illumination (no backlit or internally illuminated signs permitted), provided that the lighting source is dark sky compliant and entirely screened from view. Such illumination may not be of the flashing, intermittent or interrupted type.

E. Permanent signs and/or structures identifying non-residential uses in residential districts:

- (1) Signs can be placed at each entrance, as a one-sided sign on each side of the entrance; or one, two-sided sign visible from the street; or one sign mounted to the building.
- (2) Signs are not to exceed 20 square feet in size per side. If such sign is freestanding, or is part of a stone, brick or other permanent wall or structure, the structure on which it is located shall not exceed five feet in height above grade.
- (3) The sign shall be located on the private property unless the proponent requests and the Commissioner of Public Works determines that it may appropriately be located in the highway right-of-way. In determining whether to permit a sign in the right-of-way, the Commissioner shall consider highway safety, sight distance, snow removal and storage, proximity to properties and the need to have the sign located in said right-of-way.
- (4) Such signs and structures located in a highway right-of way may be removed by the Town if they become damaged or are in an unsightly condition.
- (5) Any Lighting of such sign is permitted by direct illumination (no backlit or internally illuminated signs permitted), provided that the lighting source is dark sky compliant and entirely screened from view. Such illumination may not be of the flashing, intermittent or interrupted type.

§ 185-134.12 Signs in the Light Industrial District.

Permanent signs in the Light Industrial District shall be limited to the following:

A. Freestanding signs.

- (1) One two-sided freestanding sign per property is permitted stating the street address number and/or the building name or, in the case of a single occupant, the business name. Sign may be externally lit with shielded lighting to prevent glare.
- (2) The sign shall be located adjacent to the main vehicular entrance and not closer to the edge of road pavement than 20 feet.
- (3) Dimensional requirements regarding signage shall be limited to eight square feet

per side and a maximum height of 40 inches measured from average grade.

B. Business directory signs.

- (1) For properties with multiple tenants, a single one-sided freestanding directory sign identifying the businesses on site is permitted. The directory sign shall be situated in an unobtrusive, interior location.
- (2) Dimensional requirements regarding the directory sign shall conform to the following:
 - (a) A maximum size of two square feet per tenant is allowed.
 - (b) The maximum size of any directory sign may not exceed 10 square feet, regardless of the number of tenants.
 - (c) The height of any directory sign may not exceed six feet, including the mounting poles or structure.

C. Business identification signs.

- (1) Signs identifying the business operated on the premises shall be allowed as provided herein.
- (2) All business identification signs shall be affixed to the building and shall not project above the facade.
- (3) Dimensional and lighting requirements regarding signage shall conform to the following:
 - (a) For a single-tenant structure, no such sign shall be more than 100 square feet in area. Two signs are permitted when there are multiple elevations facing the abutting highway if in the aggregate, they do not exceed 100 square feet in area.
 - (b) For a structure with multiple tenants, no such sign shall be more than 50 square feet in area. Additional signs are permitted if in the aggregate they do not exceed 100 square feet in area.
 - (c) Signage may be internally or externally illuminated, provided it is dark sky compliant and does not create glare.

§ 185-134.13 Signs in High Technology and Office Park District.

No sign shall be erected except entrance signage, consistent with the existing monument signage on Linden Oaks Drive. Monument base shall not exceed 52 square feet, and the sign placed on top of the base can be no greater than 15 square feet per side.

§ 185-134.14 Signs in Mixed Use – Commercial (MU-C) and General Commercial (GC) Districts.

Permanent signs in the MU-C and GC Districts shall be limited to the following:

- A. Identification signs. Signs identifying businesses or service establishments shall be allowed as provided herein.
 - (1) No sign shall be erected in any Mixed Use - Commercial (MU-C) District unless such sign so erected is attached to a building. No such sign shall extend above the roof line.
 - (2) A minimum of 15 square feet is permitted, plus an additional 5 square feet per 1,000 square feet of lease area for businesses larger than 1,000 square feet.
 - (a) Signage may be located on facades other than the main entry façade.
 - (b) Signs in excess of one per business or service establishment, but not exceeding two signs, may be allowed, provided that the overall square footage of signage does not exceed the amount allowed herein.
 - (c) Sign location and individual sign sizes shall be appropriately spaced, shall be proportional to one another and shall properly balance the need for visual recognition by the location of signs on facades other than the main entry facade with the visual impact of such proposed signs on the district and/or nearby structures.
- B. Directional signs. Directional signs such as "ENTER" and "EXIT" shall be permitted to facilitate traffic flow entering and exiting properties, with the following conditions:
 - (1) Such signs shall not exceed 36 inches in width by 18 inches in height and shall not exceed 40 inches' total height above grade nor obstruct the sight distance of drivers of motor vehicles.
 - (2) Such signs shall not be placed within the road right-of-way without the written consent of the governmental unit having jurisdiction of the location.
 - (3) Such signs shall be limited to "ENTER" and "EXIT" signs bearing no advertising and to signs related to public safety as deemed necessary by the Commissioner of Public Works or state Department of Transportation.
 - (4) Such signs are encouraged to include street numbers.
 - (5) Directional signs may be lit internally and are subject to Department of Public Works review and approval.
- C. Parking restriction signs. Parking restriction signs shall be permitted to facilitate the

organization of parking lots, with the following conditions:

- (1) All such signs shall be a standard size of 12 inches in width by 18 inches in height and shall not exceed 72 inches' total height above grade nor obstruct the sight distance of drivers of motor vehicles.
- (2) Such signs shall face the parking places they are designed to restrict only.
- (3) All such signs shall contain black, block lettering on a white background only and shall not contain any logo or other advertising.
- (4) All such signs shall be mounted or affixed in a secure manner so that they are maintained in an upright position at all times.
- (5) The within conditions shall not apply to handicap, fire lane or emergency-only parking signs.

D. Illumination of signs in commercial districts.

- (1) No premises in any commercial district and no exterior signs located in any Mixed Use - Commercial (MU-C) District shall have floodlighting or any other type of illumination unless a permit or site plan approval to that effect has been issued by the Code Enforcement Officer or Planning Board based on the following factors:
 - (a) Such signs and lighting shall be in accordance with Illuminating Engineering Society of North America (IES) recommended illumination levels and shall not encroach on adjacent property.
 - (b) Such signs and lighting shall be erected, operated, and maintained consistent with the provisions in this Article.
- (2) All illuminated signs, with the exception of "ENTER" and "EXIT" signs as described in § 185-134.14 A., shall be placed on automatic timing devices which will allow illumination to commence each day not sooner than 1/2 hour before the business is open to the public and which will terminate illumination each day not later than 11:00 p.m. local time, unless the business is actively operating and open to the public. Any business actively operating and open to the public after 11:00 p.m. local time shall terminate illumination 1/2 hour after closing.

§ 185-134.15 Temporary signs.

The following regulations are applicable to all temporary signs.

- A. Temporary signs may not be erected in any public right-of-way or on public property, including on trees, fences, utility poles, bridges, fire hydrants or traffic signs located on such public right-of-way or public property.

- B. The owner and/or occupant of the property on which such signs are erected and/or displayed shall consent to the erection of such signs and shall be responsible for their removal.
- C. Temporary signs allowed by this section specifically do not include signs for the sale of goods or merchandise of any business.
- D. Temporary signs may not be illuminated.
- E. In residential districts, the amount of temporary signage that may be erected per Tax Map parcel at any time shall not exceed four signs. No one sign shall exceed eight square feet, and the total signage shall not exceed 32 square feet.
- F. In nonresidential districts, the amount of temporary signage that may be erected per Tax Map parcel at any time shall not exceed four signs. One sign may be up to 12 square feet. All remaining signs shall not exceed eight square feet, each, and the total signage shall not exceed 32 square feet.
- G. Temporary signs relating to an event shall be removed by the owner or occupant of the property not later than four days thereafter.

§ 185-134.16 Awnings and canopies.

The following regulations are applicable to all awnings and canopies.

- A. If such awnings and/or canopies are over 30 square feet in size or exceed 10 feet in length, such plans and specifications submitted for building permit review must be signed and sealed by a professional engineer or registered architect. In the case of awnings and/or canopies of a lesser size, the Code Enforcement Officer may require such certified plans and specifications.
- B. Illuminated awnings and/or canopies.
 - (1) Illuminated awnings and/or canopies shall be considered to be signs.
 - (2) All fabrics used in illuminated awnings and/or canopies shall comply with the New York State Building and Fire Codes with respect to flammability standards.

ARTICLE XIX
Planning Board

§ 185-142. Creation and appointment.

There shall be a Planning Board which shall consist of seven members who shall be appointed by the Town Board in such manner and for such terms as provided in state law.

§ 185-143. Powers and duties.

The Planning Board shall have such powers and duties as are granted to it or imposed on it by state law. The Planning Board may adopt, after a public hearing, such rules, regulations and forms as it may deem necessary for the proper and efficient discharge of its duties, so long as such rules, regulations and forms do not conflict with state law. Such rules, regulations and forms are subject to the approval of the Town Board.

§ 185-144. Cluster development authorization.

The Planning Board is hereby granted the authority to employ the powers set forth in Town Law § 278 and to apply them to all undeveloped residentially zoned land in the Town when, in the Planning Board's discretion and judgment, such use of those powers will benefit the Town.

ARTICLE XX
Zoning Board of Appeals

§ 185-145. Creation and appointment.

There shall be a Zoning Board of Appeals which shall consist of seven members who shall be appointed by the Town Board in such manner and for such terms as provided in state law.

§ 185-146. Powers and duties.

The Zoning Board of Appeals shall have such powers and duties as are granted to it or imposed on it by state law. The Zoning Board of Appeals may adopt, after a public hearing, such rules, regulations and forms as it may deem necessary for the proper and efficient discharge of its duties, so long as such rules, regulations and forms do not conflict with state law. Such rules, regulations and forms are subject to the approval of the Town Board.

ARTICLE XXI
Design Review and Historic Preservation Board

§ 185-147. Creation and appointment.

There shall be a Design Review and Historic Preservation Board which shall consist of seven members. The Town Board shall appoint the members of the Design Review and Historic Preservation Board and shall annually designate a Chairman and Vice Chairman of the Board.

§ 185-148. Qualifications of members.

All members of the Design Review and Historic Preservation Board shall be residents of the Town and shall be deemed qualified by reason of training, experience or civic interest and by reason of sound judgment to determine the effects of an application upon the desirability, property values and development of surrounding areas. Up to three members of such Board shall be registered architects in the state, one of whom must possess demonstrated experience with historic architecture, and at least two members of such Board shall be deemed qualified by reason of training, experience or civic interest and shall have a known interest in historic preservation and architectural development within the Town.

§ 185-149. Terms of members; removal; filling of vacancies.

- A. Members of the Design Review and Historic Preservation Board shall serve for seven-year terms, except that the initial Board shall be appointed so that there is one member serving a term of one, two, three, four, five, six and seven years, respectively.
- B. The Town Board shall have the power to remove any member of the Board for cause and after public hearing.
- C. If a vacancy shall occur in the Board other than by expiration of term, it shall be filled by the Town Board for the unexpired term.

§ 185-150. Powers and duties.

- A. The Design Review and Historic Preservation Board shall have powers and duties as follows:
 - (1) Approval or denial of applications for design review, pursuant to Article XXXI of this chapter.
 - (2) Designation of identified structures as landmarks, pursuant to Article XXX of this chapter.
 - (3) Approval or denial of applications for certificates of appropriateness, pursuant to Article XXX of this chapter.
 - (4) Such other powers and duties as are granted to it or imposed on it by this chapter.
 - (5) Seeking the advice of professional consultants, subject to Town Board approval.
 - (6) Promulgation of rules and regulations as necessary for the conduct of its business.
 - (7) Adoption of criteria for the identification of significant historic, architectural and cultural landmarks.
 - (8) Conducting surveys of potentially significant historic, architectural and cultural structures within the Town, in order to update the Town's list of inventoried structures. Such survey

activity and inventoried structures update shall include a five-year reassessment of previously inventoried structures to assess any changes in physical integrity and the evaluation of potentially eligible structures that have reached 50 years of age and have not been previously surveyed and/or included on the Town's list of inventoried structures. The results of each such survey shall be submitted to the Town Board for potential amendment to the Town's list of inventoried structures and shall include, at a minimum, representative photographs of structures the Board finds to be appropriate for inclusion in the Town's inventoried structures list, together with statements as to the relevant background and the distinguishing character-defining features of each such structure.

- (9) Making recommendations to the Town Board concerning the acquisition of facade easements or other interests in real property as necessary to carry out the purposes of this chapter.
- (10) Increasing public awareness of the value of historic, cultural and architectural preservation by developing and participating in public education programs.
- (11) Making recommendations to the Town Board concerning the utilization of state, federal or private funds to promote the preservation of historic landmarks within the Town.
- (12) Recommending to the Town Board acquisition of a landmark structure by the Town where its preservation is essential to the purposes of this act and where private preservation is not feasible.

B. The Board may adopt, after a public hearing, such rules, regulations and forms as it may deem necessary for the proper and efficient discharge of its duties, so long as such rules, regulations and forms do not conflict with state law. Such rules, regulations and forms are subject to the approval of the Town Board.

§ 185-151. Coordination with Planning Board.

Upon request of the Planning Board, the Design Review and Historic Preservation Board shall consult with and advise the Planning Board with respect to any site plan or subdivision plan on which it is required to pass under the provisions of law or of this chapter.

§ 185-152. Records.

The Design Review and Historic Preservation Board shall keep minutes of its proceedings showing the vote of each member upon every question, or if absent or failing to vote, indicate such fact, and shall also keep records of its examinations and other official actions.

ARTICLE XXII
Tree Department
[Added 9-6-2022 by L.L. No. 3-2022]

§ 185-153. Purpose and intent.

This article is enacted to designate the Town's Department of Public Works as the official Tree Department of the Town of Pittsford for the purpose of the Town's application for recognition as an Arbor Day Foundation Tree City USA and for the following purposes:

- A. Clarify that the Public Works Department is responsible for management and care of the Town's community trees, through its Parks and Highway Departments.
- B. Continue efficient and cost-effective management of the Town's community trees.
- C. Continue the planting, maintenance, and preservation of the Town's community trees in order to protect and enhance the environment and character of the Town.
- D. Continue the practice of consulting with professional arborists from time to time when necessary or desirable.
- E. In conjunction with the Town's Communications Department, foster community support through educational outreach, and encourage good citizen tree management practices through knowledge sharing.

§ 185-154. Authority; supersession of state law.

This article is adopted pursuant to the authority granted by the Municipal Home Rule Law and shall supersede any provision of state law which is inconsistent herewith.

§ 185-155. Definitions.

As used in this article, the following terms shall have the meanings indicated:

COMMUNITY TREE — A tree on Town-owned land or within the right-of-way of a Town public street.

RIGHT-OF-WAY — The Town-owned land bordering a Town public street used for sidewalks, edge stone, planting spaces, and/or utility transmission.

TREE — A living perennial, woody plant, including all of its parts, whose trunk is greater than three inches in diameter at a height of four feet above the ground and whose full height at maturity would reach a minimum of 12 feet.

§ 185-156. Responsibilities of Tree Department.

The responsibilities of the Tree Department shall be as follows:

- A. Tree City recognition and grant applications. In conjunction with the Town's Chief of Staff and its Communications Director, the Commissioner of Public Works shall advise and assist with the designation and annual renewal of the Arbor Day Foundation Tree City USA recognition and advise and coordinate the submission of future Urban Forestry Grant applications.
- B. Community tree maintenance. The Tree Department will be responsible for the planting,

maintenance, and removal of community trees.

C. Environmental education and awareness. Together with the Town's Chief of Staff and the Communications Director, the Tree Department will coordinate and promote the Town's annual Arbor Day celebration and activities. As the Department's time and resources allow, it may also support local schools, libraries, and community centers in offering environmental education programs and programming relating to tree planting and preservation.

D. Best management practices for community tree care and maintenance.

- (1) The Tree Department will have supervision over the species and variety of trees to be planted, including the size, height, and width of the trees, and expected maximum growth.
- (2) The Tree Department will supervise the management and care of the Town's community trees.
- (3) The Tree Department will have supervision over protecting and controlling the spread of invasive species affecting the Town's community trees and evaluating means to control such spread of invasive species and to mitigate damage caused by it.

§ 185-157. through § 185-159. (Reserved)

ARTICLE XXIII
Environmental Board

§ 185-160. Purpose and findings.

The preservation and improvement of the quality of the natural and man-made environment within the Town of Pittsford, in the face of population growth, urbanization and technological change with their accompanying demands on natural resources, are found to be of increasing and vital importance to the health, welfare and economic well-being of present and future inhabitants and require forthright action by the Town. It is recognized that the biological integrity of the natural environment on which man is dependent for survival and the natural and functional beauty of our surroundings which condition the quality of our life experience cannot be protected without the full cooperation and participation of all of the people of the Town working in partnership with local and state officials and with various public and private institutions, agencies and organizations. Establishment of an environmental advisory board is a necessary step in fostering unified action on environmental problems.

§ 185-161. Creation.

There is hereby created an advisory board to be known as the "Environmental Board."

§ 185-162. Membership; terms of office. [Amended 2-22-2024 by L.L. No. 3-2024]

The Environmental Board shall consist of at least seven but no more than 11 members who shall be appointed by the Town Board and serve at the pleasure of the Town Board. Persons who are interested in the improvement and preservation of environmental quality shall be eligible for appointment as a member of the Environmental Board. Each member appointed to said Board shall serve until December 31 of the year in which he or she is appointed.

§ 185-163. Officers, meetings and committees.

The Town Board shall designate a member of the Environmental Board to act as Chairperson thereof. The Commission shall adopt rules and procedures for its meetings. It shall keep accurate records of its meetings and activities and shall file an annual report as provided in this article.

§ 185-164. Powers and duties.

The Environmental Board shall have the powers and duties to do the following:

- A. Advise the Town Board and Planning Board on matters affecting the preservation, development and use of the natural and man-made features and conditions of the Town insofar as beauty, quality, biological integrity and other environmental factors are concerned and, in the case of man's activities and developments, with regard to any major threats posed to environmental quality, so as to enhance the long-range value of the environment to the people of the Town.
- B. Develop and, after receiving general approval by resolution of the Town Board, conduct a program of public information in the community which shall be designed to foster increased understanding of the nature of environmental problems and issues and support for their solutions.
- C. Conduct studies, surveys and inventories of the natural and man-made features within the Town and such other studies and surveys as may be necessary to carry out the general purposes of this section.

- D. Maintain an up-to-date inventory or index of all open spaces in public or private ownership within the Town, including but not limited to natural landmarks and glacial and other geomorphic or physiographic features; streams and their floodplains, swamps, marshlands and other wetlands; unique biotic communities; scenic and other open areas of natural or ecological value; and of the ownership, present use and proposed use of such open areas, so as to provide a base of information for recommendations by the Board for their preservation and/or use.
- E. Seek to coordinate, assist and unify the efforts of private groups, institutions and individuals within the Town, in accord with the purposes of this section.
- F. Maintain liaison and communications with public and private agencies and organizations of local, state and national scope whose programs and activities have an impact on the quality of the environment or who can be of assistance to the Environmental Board.
- G. Working in cooperation with the Planning Board, recommend from time to time to the Town Board features, plans and programs relating to environmental improvement for inclusion in the Comprehensive Plan of the Town and, similarly, recommend to the Town Board appropriate and desirable changes in existing local laws and ordinances relating to environmental control or recommend new local laws and ordinances.
- H. Prepare, print and distribute books, maps, charts and pamphlets in accord with the purposes of this article.
- I. Obtain and maintain in orderly fashion maps, reports, books and other publications to support the necessary researches of the Board into local environmental conditions.
- J. Recommend to the Town Board interests in land, whether fee simple or lesser interests, including but not limited to conservation easements and development rights, which the Town ought to consider acquiring by gift, purchase or otherwise to further and foster the best environmental interests of the Town and its residents.
- K. Carry out such other duties as may be assigned to it from time to time by the Town Board.
- L. Reports. The Environmental Board shall submit an annual report to the Town Board not later than the first day of April of each year, concerning the activities and work of the Board and from time to time shall submit such reports and recommendations as may be necessary to fulfill the purposes of this article.

ARTICLE XXIV
Parks and Recreation Board

§ 185-165. Purpose and findings.

The acquisition and administration of Town parks and the development and administration of appropriate recreation programs greatly enhance the quality of life in the Town. The Town Board finds that it would be beneficial for the Departments of Public Works and Recreation, in carrying out their duties relating to parks and recreation matters, to have the benefit of continuing and informed citizen assistance and participation.

§ 185-166. Creation.

The Town Board hereby creates the Parks and Recreation Board.

§ 185-167. Membership; terms of office. [Amended 4-5-2016 by L.L. No. 1-2016]

The Board shall consist of at least seven but no more than 11 members who shall be appointed by the Town Board and serve at the pleasure of the Town Board. Each member appointed to said Board shall serve until December 31 of the year in which he or she is appointed. Such Board members shall be residents of the Town.

§ 185-168. Officers and meetings.

The Town Board shall designate a member of the Parks and Recreation Board to act as Chairperson thereof. The Parks and Recreation Board shall select from among themselves a recording secretary. They shall adopt rules and procedures for their meetings and shall meet monthly to carry out their duties. The Director of Recreation, or his or her designee, shall attend all meetings of the Board.

§ 185-169. Powers and duties.

The Parks and Recreation Board shall perform the following functions:

- A. Review and comment on all present and proposed recreation programs.
- B. Work in cooperation with the Planning Board to review all subdivision plans and other development plans and submit their comments to the Planning Board.
- C. Work in cooperation with the Commissioner of Public Works and Director of Recreation and submit to them and/or the Town Board any recommendations they may have concerning the business of the Public Works and Recreation Departments relating to parks and recreation matters.
- D. Recommend to the Commissioner of Public Works and Director of Recreation and/or the Town Board any changes they find necessary or desirable in Town laws, rules and regulations relating to parks and recreation matters.
- E. Recommend to the Commissioner of Public Works and Director of Recreation and/or the Town Board the possible acquisition, utilization or disposal of Town park lands.
- F. Serve as a link between the community and the Departments of Public Works and Recreation, providing input as to the improvement and expansion of services and/or facilities.
- G. Submit an annual report to the Town Board not later than April 1 concerning the activities and work

of the Board and from time to time such other reports and recommendations as may be necessary to fulfill the purposes of this chapter.

ARTICLE XXV
Special Use Permits

§ 185-170. Authorization.

The Planning Board and the Zoning Board of Appeals each have the authority to grant special use permits, but such authority is limited to those uses this chapter specifies shall be reviewed by each board. Where not specified in this chapter, the Zoning Board of Appeals shall have the authority to grant the special use permit.

§ 185-171. Application.

All applications for special use permits shall be made by the owner or the owner's agent and filed with the secretary of the appropriate board in accordance with such board's approved submission schedule. No application shall be accepted, considered or scheduled for public hearing until all required materials have been deemed to be complete and accurate. The application shall include the following:

- A. A diagram or plan showing the dimensions of the lot on which the proposed use, structure or alteration is proposed, its location on the lot, all structures on the lot, lot dimensions, setbacks, parking and ingress and egress.
- B. A locational drawing.
- C. A plan showing the intended use, structure or alteration.
- D. A description of the proposed use and its operation.
- E. A list of all property owners (and addresses) of each parcel of property within 500 feet and/or affected property owners.
- F. The required application fee as specified by resolution of the Town Board.
- G. An environmental assessment form (EAF).
- H. Such additional maps, plans and specifications or other information as may be required by the applicable board.

§ 185-172. Notice.

The Town will place a legal notice in the proper newspaper, advertising the applicant's name, the property location, the special use permit requested and the time and place for a public hearing.

§ 185-173. Public hearing.

Before acting upon any application for a special use permit, the appropriate board shall hold a public hearing thereon.

§ 185-174. Determination of impact.

In passing upon each application, the appropriate board shall determine whether the proposed use would endanger or tend to endanger the public health, safety, morals or the general welfare of the community. The appropriate board may consult with any other Town board, commission, department, agency and/or

official it deems advisable. It may also engage the services of engineers, planners or other professionals to aid in the review process. All costs incurred by the board for such professional services shall be reimbursed to the Town by the applicant. In making such determination, it shall consider the following:

- A. Whether the proposed use will 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 in or conducted in connection with it and the size of the site with respect to streets giving access to it.
- B. Whether the proposed use will tend to depreciate the value of adjacent property, taking into account the possibility of screening or other protective measures.
- C. Whether the proposed use will be detrimental to the flow of traffic in the vicinity or otherwise create a traffic hazard.
- D. Whether the proposed use will create fire or other safety hazards.
- E. Whether the size and use of the proposed facility, alone or in combination with similar facilities in the area, will be so substantially out of proportion with the character of nearby residential neighborhoods as to jeopardize the continued use of the neighborhoods for residential purposes.
- F. Whether the proposed use or operation will produce or present substantial danger of excessive noise, noxious odors, noxious or harmful discharge, fire or explosion, radiation, chemical or toxic release or other conditions injurious to the health or general welfare of occupants of the surrounding area.
- G. Whether the location and size of the use, the size of the site in relation to the use, the operations in connection with the use and the parking and traffic related to the operations will be such as to create a significant hazard to the safety and general welfare of the surrounding area.
- H. Whether the proposed use will be detrimental to neighboring property or alter the essential character of the neighborhood.
- I. Whether the proposed use complies with the State Environmental Quality Review Act (SEQRA).

§ 185-175. Decision.

If the board determines that the proposed use would endanger or tend to endanger the public health, safety, morals or general welfare of the community, it shall deny the application; otherwise, it may grant a special use permit, provided that the proposed use, construction or alteration complies with the provisions of this chapter. The secretary of the board shall notify the applicant of the decision, and if a special use permit be granted, the secretary of the board shall issue and deliver the same to the applicant.

§ 185-176. Conditions on permit.

In granting a special use permit, the board may impose reasonable conditions in order to mitigate any adverse effects of the proposed use. If the board finds such adverse effects cannot be adequately mitigated, then the board shall deny the special use permit.

§ 185-177. Burden of proof.

With the exception of schools and places of worship, the applicant shall have the burden of proving that the proposed use, construction or alteration will not endanger the public health, safety, morals or general welfare of the community given all relevant considerations. Under New York decisional law, there is a rebuttable presumption that schools and places of worship are in furtherance of the public health, safety,

morals and general welfare of the community, and the burden of proof is on those who seek to rebut that presumption.

§ 185-178. Permit required for expansions or additions.

A special use permit is required not only for the original establishment of a specially permitted use but also for any expansions or additions thereto.

§ 185-179. Revocation of special use permit.

Once granted, a special use permit may be revoked if, after notice and public hearing, the board which granted it determines that the conditions and restrictions imposed upon the permit have been violated or not fulfilled.

ARTICLE XXVI
Variances

§ 185-180. Authorization.

The Zoning Board of Appeals is authorized to grant use or area variances pursuant to state law.

§ 185-181. Burden of proof.

The burden is on the applicant to submit competent proof of the necessity of a variance consistent with the requirements of state law and the rules and regulations of the Zoning Board of Appeals.

ARTICLE XXVIA
Subdivisions

§ 185-182. Subdivision approval.

No person shall make a subdivision of any land within the Town or proceed with the improvement for sale of lots in a subdivision or the construction of ways or preparation therefor or the installation of utilities and municipal services therein, unless and until a final plat application of such subdivision has been submitted and approved by the Planning Board pursuant to Chapter 175, Subdivision of Land.

ARTICLE XXVII
Temporary Activity Permit

§ 185-182.1. Issuance; conditions.

- A. Upon application and upon payment of a fee as set by the Town Board, the Commissioner of Public Works, or his designated representative, may issue a temporary activities permit for the use of a specified area in any zoning district for temporary activities not otherwise permitted in such zoning district.
- B. The Commissioner of Public Works, or his designated representative, may require the applicant to submit such information as he may require and may fix the location of all structures on the premises where the proposed temporary activity is to be conducted.

§ 185-182.2. Determination of impact.

- A. Prior to issuing a permit, the Commissioner of Public Works shall find that the contemplated use will not:
 - (1) Be detrimental to adjacent property;
 - (2) By reason of its location or nature, create a hazard of any nature to the public or to any adjacent property owner or occupant; or
 - (3) Unreasonably interfere with the lawful use or enjoyment of the public highways or of adjacent property.
- B. In determining whether a permit should be issued, the Commissioner of Public Works may require the following information in the application:
 - (1) A diagram or plan showing the dimensions of the lot on which the proposed use, structure or activity is proposed, its location on the lot, all structures on the lot, lot dimensions, setbacks, parking and ingress and egress;
 - (2) A locational drawing;
 - (3) A plan showing the intended use, structure or alteration;
 - (4) A description of the proposed use and its operation;
 - (5) A list of all property owners (and addresses) of each parcel of property within 500 feet and/or affected property owners;
 - (6) The required application fee as specified by resolution of the Town Board;
 - (7) An environmental assessment form (EAF), if applicable; or
 - (8) Such other information as may be required by the Commissioner of Public Works to determine that the contemplated use will not have a negative impact on adjacent properties or uses as defined in § 188-182.2A above.

§ 185-182.3. Mitigation of impact.

In granting a temporary activity permit, the Commissioner of Public Works, or his designated representative, may impose such conditions on the temporary activity permit as are necessary to mitigate the harm(s) described in § 185-182.2A above.

§ 185-182.4. Revocation of permit.

Any temporary activity permit granted hereunder may be revoked immediately by the Commissioner of Public Works, or his designated representative, in the event that the use made thereunder violates any of the conditions of its issuance or shall have become a nuisance.

§ 185-182.5. Number and duration of permits.

The Commissioner of Public Works shall promulgate a series of guidelines for the issuance of temporary activity permits, including the appropriate number of permits and duration of each permit. In establishing the guidelines, the Commissioner of Public Works shall determine the minimum reasonable time period necessary to accommodate temporary activities within the Town without violating the purpose and intent of this article. In determining the expiration date of each specific temporary activity permit, the Commissioner of Public Works shall utilize the guidelines to determine the minimum time necessary to accommodate the applicant's event and issue the permit for that time period.

§ 185-182.6. Renewal of permit.

Any permit issued may be renewed by the Commissioner of Public Works, or his designated agent, upon application and payment of the appropriate fee in accordance with the procedures for the original permit.

ARTICLE XXVIII
Landscape Alteration and Drainage Permits

§ 185-183. Purpose.

The purpose of this article is to protect and preserve the environment in the Town by regulating the excavating, grading, regrading, landfilling, berming or diking of any property, the removal of certain trees and any other actions affecting land that may adversely affect the environment.

§ 185-184. Applicability.

This article shall apply to all lands in the Town which have not been granted final subdivision approval or final site plan approval and which do not have a Town-approved grading plan.

§ 185-185. Permit required; exemptions.

- A. When required. Unless specifically exempted in this section, a landscape and drainage alteration permit shall be obtained from the Commissioner of Public Works prior to the commencement of any excavating, grading, regrading, landfilling, berming, diking or the installation or modification of any drainage swale, channel or pipe of any land within the Town and prior to the removal of any trees with a diameter in excess of three inches at a point 4 1/2 feet above grade.
- B. Exemptions. A landscape alteration permit shall not be required for the following activities:
 - (1) Agricultural and farming operations which constitute the principal use of any lot or tract of ground.
 - (2) Customary and incidental routine grounds maintenance, landscaping and gardening which does not affect stormwater drainage entering or leaving any public right-of-way.
 - (3) Emergency repairs of a temporary nature which are necessary for the preservation of life, health or property and which are made under such circumstances as to make it impossible or impractical to obtain a landscape alteration permit.
 - (4) Lands for which a floodplain development permit has been issued pursuant to Chapter 95 of this Code.

§ 185-186. Permit application process.

- A. An applicant for a landscape and drainage alteration permit must deliver to the Town Department of Public Works the following documents:
 - (1) Application on Town form.
 - (2) Plan of work to be done.
 - (3) Completed environmental assessment form (EAF) for SEQRA review.
- B. The Commissioner of Public Works shall, within five working days, notify the applicant whether or not the permit will be approved, approved with conditions or disapproved. If the permit is disapproved, the reasons for the disapproval shall be stated.
- C. The applicant shall have the right to appeal any approval with conditions or disapproval to the Zoning

Board of Appeals.

§ 185-187. Issuance for violations.

- A. The Commissioner of Public Works, or his designated agent, shall issue a stop-work order to any person acting in violation of this article.
- B. Such order, posted at the work site, shall be sufficient notice to require such violator to immediately cease work on the site until a landscape and drainage alteration permit has been obtained, or the provisions of § 185-184 have been satisfied.

§ 185-188. Restoration of site.

Notwithstanding the provisions of § 185-187, the Commissioner of Public Works may require such violator and/or the owner of the property to restore the site as nearly as possible to its previous condition if the Commissioner determines such action is required to prevent further damage to the site or the environment in general.

ARTICLE XXIX
Site Plan Approval

§ 185-189. Purpose.

The purpose of site plan approval is to determine compliance with the objectives of this chapter where inappropriate development may cause a conflict between uses in the same or adjoining zoning district by creating conditions which could adversely affect the public health, safety or general welfare.

§ 185-190. Approval required.

All uses, except for single-family or two-family detached residences and their accessory buildings, including site modifications to such uses, shall be subject to site plan approval by the Planning Board, in accordance with the provisions of this article. All site plan information and building designs shall be prepared by a licensed architect or engineer. In addition, the architect or engineer shall submit to the Town a signed affidavit that the plans for the project were prepared by said architect or engineer, his employees or by an agency of the federal, state or local government. No building permit shall be issued until after a final site plan has been approved in accordance with the provisions of this article.

§ 185-191. Preliminary application submission requirements.

All applications for preliminary site plan shall be made by the owner or the owner's agent and filed with the secretary of the Planning Board in accordance with such Board's approved submission schedule. No application shall be accepted, considered or scheduled for public hearing until all required materials have been deemed to be complete and accurate. The application shall include, as applicable, the following:

- A. An area map showing the applicant's entire holding, that portion of the applicant's property under consideration and all properties, their ownership, uses thereon, subdivisions, streets, zoning districts, easements and adjacent buildings within 500 feet of the applicant's property.
- B. If grades exceed 5% or portions of the site have a moderate to high susceptibility to flooding and ponding, a topographic map showing contour intervals of not more than five feet of elevation shall be provided with an overlay outlining the above susceptible areas, if any.
- C. A project information form and environmental assessment form as required by SEQRA.
- D. A preliminary site plan, including the following information:
 - (1) The title of the preliminary layout, including name and address of the applicant.
 - (2) The North point, scale, date and general location map and names of owners of adjacent land or names of adjacent subdivisions. The North point should be in the upper right-hand corner of each sheet, and the direction of North should be either to the top of each page or to the right-hand side of each page.
 - (3) The boundaries of the project, plotted to scale; if the applicant intends to develop the project in stages, the entire project shall nevertheless be included in the preliminary layout with anticipated stages and timing indicated. The location of proposed land uses and their area in acres and the location, proposed use and height of all buildings and estimates of population and dwelling units by type shall be provided for each layout or stage and an equivalent population estimate for areas not proposed for residential development.

- (4) A topographic survey showing ground contours for the parcels and parcels adjacent to and within 200 feet of the project at intervals of not more than five feet of elevation, and all pertinent topographic and planimetric features within the site and the adjoining tract, including existing buildings, watercourses and their one-hundred-year flood limits, water bodies, swamps, wooded areas and individual large trees. Features to be retained in the project should be so indicated. If the proposal is not to be served by a public sanitary sewer system, then the topographic survey shall be provided as above except at not more than two feet of elevation, and perk test results, administered by the County Health Department, and the layout of the proposed sewage system indicated shall be provided.
- (5) A detailed location map showing the boundaries of the project in relation to adjoining streets; schematically, the locations of the nearest elementary school; water and sewer lines, parks and playgrounds within 1/2 mile of the proposed development and other public facilities, such as shopping, places of worship and public transportation routes, as appropriate, and land uses adjacent to the proposal.
- (6) A system for stormwater drainage conforming to Chapter 127, Stormwater Management and Erosion and Sediment Control of this Code.
- (7) Existing streets immediately adjoining and within the project and the distance to the nearest major street intersection.
- (8) Existing drains, water lines and sanitary sewer nearby and within the project with their location, size, type and approximate elevations and gradients using mean sea level as datum plane. Existing easements for such facilities should also be shown.
- (9) A statement as to proposed sources of water supply and method of sewage disposal to include a statement as to who will own the water and sewer systems, a conceptual layout of each system, whether necessary districts are formed or are in process, the receiving sewage treatment plant, the lines, dimensions and purpose of all utility easements, including properly placed fire hydrants and preliminary design of bridges and culverts. Sanitary and storm sewers and water service must be in public ownership. Also, where water mains are not looped, blowoff valves should be provided.
- (10) A tracing overlay showing all soil areas and their classifications and those areas, if any, with moderate to high susceptibility to erosion. For areas with potential erosion problems, the overlay shall also include and outline any description of existing vegetation.
- (11) A separate drainage report which will clearly indicate the basis of design and the intended method of all stormwater disposal and flood hazard prevention, how all runoff will be handled during grading and development operations and erosions and sedimentation prevention measures.
- (12) The approximate lines and gradients of proposed streets and sidewalks and the names of proposed streets.
- (13) A preliminary grading plan of the site showing locations and approximate size of cuts and fills and cross section for any final grading steeper than 2:1 or where the cut or fill will be deeper than five feet.
- (14) The approximate lines of proposed lots, the acreage or square footage contained in each lot and individual lot numbering. If a proposed lot contains one or more existing buildings, the proposed yard dimensions for such buildings shall be indicated.

- (15) The approximate locations and dimensions of areas proposed for neighborhood parks or playgrounds or other permanent open space.
- (16) The location of any municipal boundary lines, existing special service district lines and zoning district lines within the project.
- (17) Location of all parking and truck-loading areas with access and egress drives thereto.
- (18) Type and location of any potentially hazardous materials of any nature.
- (19) The location and quality of water bodies directly affected by and adjacent to the project and finish or design water levels.
- (20) Any variance or special use permit that may be needed, and any permits needed from the county, state or federal government.
- (21) The location of buffers required either during or after construction is completed and the reason for the buffer and the location of other proposed vegetation and the location of all other site improvements whether public or private.
- (22) The location, size and type of proposed lighting and any anticipated signs.
- (23) The name or names of the landscape architect and/or licensed professional engineer and licensed land surveyor responsible for the preparation of the preliminary layout and preliminary information.
- (24) A delineation of the various residential areas, if applicable, indicating for each such area its general extent, size and composition in terms of total number of dwelling unit type, general description of the intended market structure and a calculation of the residential density in dwelling units per gross acre for each such area.
- (25) When applicable, a general description of the provisions of other community facilities, such as schools, fire-protection services and cultural facilities, if any, and indication of how these needs are proposed to be accommodated.
- (26) Conceptual building elevations.

E. In addition, the following documentation shall accompany the preliminary site plan:

- (1) Evidence that the proposal is compatible with the goals of the Comprehensive Plan; and, if the proposal relates to the Commercial District, that the plan conforms to the requirements of the Monroe Avenue Design Guidelines, dated April 2, 2002, as amended and supplemented.¹⁴
- (2) If the development is to be staged, a general indication of how the staging is to proceed. Whether or not the development is to be staged, the preliminary plan shall show the intended total project; any project that requires more than 24 months to complete shall be staged.

F. All preliminary site plans shall be submitted to the Design Review and Historic Preservation Board for its recommendations to the Planning Board.

G. The Planning Board may consult with any other Town board, commission, department, agency and/or official it deems advisable. It may also engage the services of engineers, planners or other

N. Editor's Note: The Monroe Avenue Design Guidelines are on file in the Town Clerk's office.

professionals to aid in the review process. All costs incurred by the Board for such professional services shall be reimbursed to the Town by the applicant.

H. The Planning Board may require such additional information as appears necessary for a complete assessment of the project.

§ 185-192. Preliminary approval.

A. Planning Board action. Within 62 days of the receipt of a certified complete preliminary site plan application from the authorized official or upon completion of the SEQRA review process, whichever last occurs, the Planning Board shall act upon it. Prior to acting, the Planning Board shall consider the site plan at a public hearing upon due legal notice. The Planning Board's action shall be in the form of a written resolution approving, with or without conditions, or disapproving the application. The Planning Board's review of a preliminary site plan shall include, but is not limited to, the following considerations:

- (1) Adequacy and arrangement of vehicular traffic access and circulation.
- (2) Adequacy and arrangement of pedestrian traffic access and circulation.
- (3) Location, arrangement, appearance and sufficiency of off-street parking and loading.
- (4) Location, arrangement, size and design of buildings, lighting and signs.
- (5) Relationship of the various uses to one another and their scale.
- (6) Adequacy, type and arrangement of trees, shrubs and other landscaping constituting a visual and/or noise-deterring buffer between adjacent uses and adjoining lands.
- (7) Adequacy of stormwater and sanitary waste disposal.
- (8) Adequacy of structures, roadways and landscaping in areas with moderate to high susceptibility to flooding, ponding and/or erosion.

B. Conditions. In acting upon a preliminary site plan, the Planning Board may impose conditions. These conditions may include recommendations as to desirable revisions to be incorporated in the final site plan, which conformance shall be considered a condition of approval. If the preliminary plan is conditionally approved, the Planning Board's resolution shall contain the reasons for such findings. In such a case, the Planning Board may recommend further study of the site plan and resubmission of the preliminary site plan to the Planning Board after it has been revised or redesigned.

§ 185-193. Final site plan application and approval.

A. Final application. After receiving approval from the Planning Board on a preliminary site plan and approval for all necessary permits and curb cuts from state and county officials, the applicant may prepare a final site plan, which shall be filed with the secretary of the Planning Board in accordance with such Board's approved submission schedule. All final site plans shall be submitted to the Design Review and Historic Preservation Board for its recommendation to the Planning Board. The final site plan shall conform to the approved preliminary site plan and shall incorporate any revisions or other features that may have been recommended by the Planning Board at the preliminary review. All compliances shall be clearly indicated by the applicant.

B. Final approval. Within 62 days of receipt of the certified complete final plan application from the authorized official, the Planning Board shall act upon it. The Planning Board's action shall be in the form of a written resolution approving, with or without conditions, or disapproving the application. If no decision is made within the sixty-two-day period, the final site plan shall be deemed approved.

- (1) Upon approval, the Planning Board shall endorse its approval on a copy of the final site plan and shall forward it to the Code Enforcement Officer who shall then issue a building permit if the project conforms to all other applicable requirements, including the approval of the Design Review and Historic Preservation Board.
- (2) Any requirements for improvements shown on the site plan shall be those set forth in this chapter and in other laws, rules and regulations of the Town.

§ 185-194. Design; access; landscaping.

- A. In addition to the specific requirements set forth herein, all site plan applications in the commercial zoning district shall conform to the Monroe Avenue Design Guidelines, dated April 2, 2002, as amended and supplemented.¹⁵
- B. All projects shall be suitably landscaped, including the provision of vegetation of suitable species and at appropriate levels of maturity in order to screen effectively dissimilar uses from one another, both visually and acoustically, and to protect and enhance the overall quality of the environment. A landscaping plan shall be prepared by a licensed landscape architect and shall show his seal and signature.
- C. All projects shall have landscaping equal to a minimum expenditure of 1% of the total project cost. Landscaping shall be considered as any living plant but shall not include excavating, earthmoving, fill, grading or paving associated with normal requirements of building.

§ 185-194.1. Duration of site plan approval.

A final site plan approval granted pursuant to the provisions of this article shall expire three years from the date granted unless a certificate of occupancy or conditional certificate of occupancy for such site has been issued by the Code Enforcement Officer within such three-year time period.

§ 185-195. Consolidated review.

Nothing in this article should be construed as prohibiting an applicant from filing an application for preliminary site plan approval, together with one for final site plan approval, and the Planning Board from reviewing and acting on both applications at the same time, if the Planning Board in its discretion deems it appropriate.

O. Editor's Note: The Monroe Avenue Design Guidelines are on file in the Town Clerk's office.

ARTICLE XXX
Landmarks, Historic Districts and Certificates of Appropriateness

§ 185-195.1. Purpose; intent.

It is hereby declared as a matter of public policy that the protection, enhancement and perpetuation of historic landmarks is necessary to promote the economic, cultural, educational and general welfare of the public. Inasmuch as the identity of a people is founded on its past and inasmuch as the Town of Pittsford has many significant historic, architectural and cultural resources which constitute its heritage, this article is intended to:

- A. Protect and enhance the historic landmarks which represent distinctive elements of Pittsford's historic, architectural and cultural heritage.
- B. Foster civic pride in the accomplishments of the past.
- C. Protect and enhance Pittsford's attractiveness to visitors and the support and stimulus to the economy thereby provided.
- D. Ensure the harmonious, orderly and efficient growth and development of the Town.
- E. Stabilize and improve property values in the Town.

§ 185-195.2. List of inventoried structures. [Added 6-17-2014 by L.L. No. 6-2014¹⁶]

- A. The Town Board shall, at its discretion, and by resolution, create and update a list of inventoried structures that the Town Board finds generally meet the criteria set forth in § 185-195.3 of this chapter for potential designation as a landmark.
- B. In creating or updating the list of inventoried structures, the Town Board shall take into consideration the results of any survey conducted by the Design Review and Historic Preservation Board, pursuant to § 185-150A(8) of this chapter; the recommendations of a qualified consultant commissioned by the Town Board to make such recommendations; and/or input from community organizations or citizens.

§ 185-195.3. Designation of landmarks.

- A. The Design Review and Historic Preservation Board may designate a structure as a landmark if it:
 - (1) Possesses special character or historic or aesthetic interest or value as part of the cultural, political, economic or social history of the locality, region, state or nation;
 - (2) Is identified with historic personages;
 - (3) Embodies the distinguishing characteristics of an architectural style;
 - (4) Is the work of a designer whose work has significantly influenced an age; or
 - (5) Because of a unique location or singular physical characteristic, represents an established and familiar visual feature of the neighborhood.
- B. The Board may, in designating landmark structures, include a reasonable amount of land surrounding

P. **Editor's Note: This local law also provided for the renumbering of former § 185-195.2, Designation of landmarks, as § 185-195.3.**

the structure, including any nearby outbuildings, so as to protect the structure or structures from undue encroachment.

- C. Notice of a proposed designation shall be sent by certified mail to the owner of the structure proposed for designation, describing the structure proposed and announcing a public hearing by the Board to consider the designation. Notice of such hearing shall be published at least once in a newspaper of general circulation at least 10 days and not more than 20 days prior to the date of the public hearing. Once the Board has issued notice of a proposed designation, no building or demolition permits shall be issued by the Code Enforcement Officer until the Board has made its decision.
- D. The Board shall hold a public hearing prior to designation of any historic landmark. The Board, owners and any interested parties may present testimony or documentary evidence at the hearing which will become part of a record regarding the historic, architectural or cultural importance of the proposed landmark. The record may also contain staff reports, public comments, or other evidence offered outside of the hearing.
- E. The Board shall file with the Town Clerk the record of its proceedings and its resolution of designation which shall describe the boundaries of the land, if any, surrounding the structure. The Board shall file in the Monroe County Clerk's office a notice of each designated structure, including surrounding land, if any, referencing it by street name and number and/or tax account number, and referring any interested person to the Town Clerk's office and the Town Municipal Code for more detailed information.

§ 185-196. Certificate of appropriateness required.

No person shall carry out any exterior alteration, restoration, reconstruction, demolition, new construction or moving of a designated structure or a structure located within a historic district, nor shall any person make any material change in the appearance of such a structure, its light fixtures, signs, sidewalks, fences, steps, paving or other exterior elements visible from a public street or alley or from the Erie Canal, without first obtaining a certificate of appropriateness from the Design Review and Historic Preservation Board.

§ 185-197. Criteria for approval of certificate of appropriateness.

- A. In passing upon an application for a certificate of appropriateness, the Design Review and Historic Preservation Board shall not consider changes to interior spaces, unless they are open to the public, or to architectural features that are not visible from a public way. A public way shall include the Erie Canal.
- B. The Design Review and Historic Preservation Board's decision shall be based upon the following principles:
 - (1) Designated structures and/or structures which contribute to the character of a historic district shall be retained, with their historic features altered as little as possible.
 - (2) Any alteration of existing designated structures shall be compatible with its historic character and, if located within a historic district, with the surrounding structures of such historic district.
 - (3) New construction shall be compatible with the structure and, if located within a historic district, the surrounding structures of such historic district.
- C. In applying the principle of compatibility, the Design Review and Historic Preservation Board shall

take into consideration any and all distinguishing character-defining features identified at the time such structure was inventoried and/or designated as a landmark, shall be guided by the Standards and Guidelines for Certificates of Appropriateness, dated November 18, 2011, as amended and supplemented, and shall consider the following factors:

- (1) The general design, character and appropriateness to the designated structure and/or surrounding structures in a historic district of the proposed alteration or new construction.
- (2) The scale of proposed alteration or new construction in relation to the designated structure itself and/or surrounding structures in a historic district.
- (3) Texture, materials and color and their relation to similar features of the designated structure and/or surrounding structures in a historic district.
- (4) Visual compatibility with the designated structure and/or surrounding structures in a historic district, including the proportion of the structure's front facade, proportion and arrangement of windows and other openings within the facade, roof shape and the rhythm of spacing structures on streets, including setback.
- (5) The importance of historic, architectural or other features to the significance of the designated structure and/or its historic district.

§ 185-198. Application procedure.

- A. Prior to the commencement of any work requiring a certificate of appropriateness, the owner shall file an application for such a certificate with the Design Review and Historic Preservation Board. The application shall contain information sufficient to clearly describe the alteration and/or construction proposed. Such information shall include, as appropriate, the following:
 - (1) The name, address and telephone number of applicant.
 - (2) The location and photographs of the structure.
 - (3) Elevation drawings of proposed changes, in the case of new construction or additions to a structure.
 - (4) Perspective drawings, including relationship to adjacent structures, in the case of new construction or additions to a structure.
 - (5) Samples of color and materials to be used.
 - (6) Where the proposal includes signs or lettering, a scale drawing showing the type of lettering to be used, all dimensions and colors, a description of materials to be used, method of illumination and a plan showing the sign's location on the property.
 - (7) Any other information which the Design Review and Historic Preservation Board may deem necessary in order to visualize the proposed new construction and/or addition.
- B. No building or demolition permit shall be issued for such proposed work until a certificate of appropriateness has first been issued by the Design Review and Historic Preservation Board. The certificate of appropriateness required by this section shall be in addition to and not in lieu of any building or other permit that may be required by this chapter or any other law or ordinance of the Town.
- C. The Design Review and Historic Preservation Board shall hold a public hearing on the application at

which an opportunity will be provided for proponents and opponents of the application to present their views. The Board shall approve, deny or approve with conditions the application within 62 days from the close of the public hearing.

D. All decisions of the Design Review and Historic Preservation Board shall be in writing. A copy shall be sent to the applicant and a copy filed with the Town Clerk's office for public inspection. The Design Review and Historic Preservation Board's decision shall state the reasons for granting, denying or modifying any application.

§ 185-199. Hardship.

A. Hardship criteria.

- (1) An applicant whose certificate of appropriateness for a proposed demolition has been denied may apply for relief on the ground of hardship. In order to prove the existence of hardship, the applicant shall establish that:
 - (a) The structure is incapable of earning a reasonable return, regardless of whether that return represents the most profitable return possible;
 - (b) The structure cannot be adapted for any other use, whether by the current owner or by a purchaser, which would result in a reasonable return; and
 - (c) Efforts to find a purchaser interested in acquiring the structure and preserving it have failed.
- (2) An applicant whose certificate of appropriateness for a proposed alteration has been denied may apply for relief on the ground of hardship. In order to prove the existence of hardship, the applicant shall establish that the property is incapable of earning a reasonable return, regardless of whether that return represents the most profitable return possible.

B. Hardship application procedure.

- (1) After receiving written notification from the Design Review and Historic Preservation Board of the denial of a certificate of appropriateness, an applicant may commence the hardship process. No building permit or demolition permit shall be issued unless the Design Review and Historic Preservation Board makes a finding that a hardship exists.
- (2) The Design Review and Historic Preservation Board may hold a public hearing on the hardship application at which an opportunity will be provided for proponents and opponents of the application to present their views.
- (3) The applicant shall consult in good faith with the Design Review and Historic Preservation Board, local preservation groups and interested parties in a diligent effort to seek an alternative that will result in the preservation of the structure.
- (4) All decisions of the Design Review and Historic Preservation Board shall be in writing. A copy shall be sent to the applicant and a copy filed with the Town Clerk's office for public inspection. The Design Review and Historic Preservation Board's decision shall state the reasons for granting or denying the hardship application.
- (5) Notwithstanding the foregoing provisions of this section, an applicant may combine a hardship application with an application for a certificate of appropriateness in the first instance.

§ 185-200. Enforcement.

All work performed pursuant to a certificate of appropriateness issued under this article shall conform to any requirements included therein. It shall be the duty of the Code Enforcement Officer to inspect periodically any such work to assure compliance. In the event that work is found that is not being performed in accordance with the certificate of appropriateness, or upon notification of such fact by the Design Review and Historic Preservation Board, the Code Enforcement Officer shall issue a stop-work order, and all work shall immediately cease. No further work shall be undertaken on the project as long as a stop-work order is in effect.

§ 185-201. Maintenance and repair required.

- A. Nothing in this article shall be construed to prevent the ordinary maintenance and repair of any exterior architectural features of a designated structure or structure within a historic district which does not involve a change in design, material, color or outward appearance.
- B. No owner or person with an interest in a designated structure or structure within a historic district shall permit the structure to fall into a serious state of disrepair so as to result in the deterioration of any exterior architectural feature which would, in the judgment of the Design Review and Historic Preservation Board, produce a detrimental effect upon the character or life of the structure or the historic district. Examples of such deterioration include:
 - (1) Deterioration of exterior walls or other vertical supports.
 - (2) Deterioration of roofs or other horizontal members.
 - (3) Deterioration of exterior chimneys.
 - (4) Deterioration or crumbling of exterior stucco or mortar.
 - (5) Ineffective waterproofing of exterior walls, roofs or foundations, including broken windows or doors.
 - (6) Deterioration of any feature so as to create a hazardous condition which could lead to the claim that demolition is necessary for the public safety.

§ 185-202. Penalties for offenses.

Notwithstanding any provisions of this chapter to the contrary, the following provisions are applicable for violations of this article:

- A. Failure to comply with any of the provisions of this article shall be deemed a violation, and the violator shall be punishable as provided in § 185-7B of this chapter.
- B. Any person who demolishes, alters, constructs or permits a designated structure or structure within a historic district to fall into a serious state of disrepair in violation of this article shall be required to restore the structure and its site to its appearance prior to the violation. Any action to enforce this subsection shall be brought by the Town Attorney upon Town Board authorization. This civil remedy shall be in addition to and not in lieu of any criminal prosecution and penalty.

§ 185-203. Appeals.

Any person aggrieved by a decision of the Design Review and Historic Preservation Board relating to hardship or a certificate of appropriateness may, within 15 days of the decision, file a written application with the Town Board for review of the decision.

ARTICLE XXXI
Design Review
[Amended 4-15-2014 by L.L. No. 3-2014]

§ 185-204. Findings and purpose.

The Town Board hereby finds that excessive uniformity, dissimilarity, or inappropriateness with respect to existing neighborhood character and/or context or poor quality of design in the exterior appearance of buildings erected in any area in the Town adversely affects the desirability of the immediate area and the neighboring areas for residential and business purpose or other purposes and, by so doing, impairs neighborhood character, impairs the benefits of occupancy of existing property in such areas, impairs the stability and value of both improved and unimproved real property in such areas with attendant deterioration of conditions affecting the health, safety and general welfare of the community and destroys a proper relationship between the taxable value of real property in such areas and the cost of the municipal services provided therefor. It is the purpose of this article to prevent these and other harmful effects of such exterior appearance of buildings erected or altered in any area in the Town and thus to promote the health, safety and general welfare of the community, conserve the value of buildings and encourage the most appropriate use of land with the Town.

§ 185-205. Design review required.

- A. No person shall carry out any new construction or alteration involving exterior elements of a building, sign or other structure without first obtaining design review approval from the Design Review and Historic Preservation Board, except that review under the provisions of this Article shall not be required with respect to any such new construction or alteration for which a certificate of appropriateness is required pursuant to Article XXX of this chapter; or with respect to exterior alterations of residential or agricultural structures that do not require a building permit; or for accessory structures that are in full conformance with the requirements of § 185-113 of this chapter. The Design Review and Historic Preservation Board may approve, approve conditionally subject to specified modifications or disapprove any application for design review. Any disapproval shall be based on a finding that the building, sign or other structure for which design review approval was applied, would, if erected or altered, result in one or more of the harmful effects set forth in § 185-204 of this article.
- B. As to buildings and other structures, the Design Review and Historic Preservation Board may disapprove such application if it finds one or more of the harmful effects set forth in § 185-204 of this article, by reason of:
 - (1) Excessive similarity to any other nearby structure with respect to one or more of the following features of exterior design and appearance:
 - (a) Apparently identical front or side elevations.
 - (b) Substantially identical size and arrangement of either doors, windows, porticos or other openings or breaks in the elevation facing the street, including reverse arrangement.
 - (c) Other significant identical features of design, such as but not limited to material, roofline and height or other design elements, provided that a finding of excessive similarity shall state not only that such excessive similarity exists, but also that it is of such a nature as to be reasonably expected to provoke one or more of the harmful effects set forth in this article.

(2) Excessive dissimilarity to any other nearby structure with respect to one or more of the following features:

- (a) Height of building or height of roof.
- (b) Other significant design features such as material or quality of architectural design, provided that a finding of excessive dissimilarity exists, but that it is of such a nature as to be reasonably expected to provoke one or more of the harmful effects set forth in this section, and that the finding is not based on personal preference as to taste or choice of architectural style.

(3) Inappropriateness in relation to the established neighborhood character and/or context of other structures in residential, commercial and industrial districts in respect to significant design features, such as material or quality of architectural design, provided that a finding of inappropriateness shall state not only that such inappropriateness exists, but also that it is of such nature as to be reasonably expected to provoke one or more of the harmful effects set forth in this section, and that the finding is not based on personal preference as to taste or choice of architectural style.

(4) With respect to commercial district applications, failure to conform to the Monroe Avenue Design Guidelines, dated April 2, 2002, as amended and supplemented.¹⁷

(5) With respect to residential district applications, failure to conform to the Residential Design Standards and Guidelines, dated November 18, 2011, as amended and supplemented.¹⁸

C. As to signs, the Design Review and Historic Preservation Board may disapprove such application if it finds one or more of the harmful effects set forth in § 184-204 of this article, by reason of noncompliance with any of the following design guidelines:

- (1) Signs shall be designed to be compatible with the surroundings and appropriate to the architectural character of the buildings on which they are placed. Sign panels and graphics shall be related with, and not cover, architectural features and should be in proportion to them.
- (2) Signs shall be appropriate to the types of activities they represent.
- (3) Layout shall be orderly and graphics should be of simple shape, such as rectangle, circle or oval.
- (4) Illumination shall be appropriate to the character of the sign and surroundings.
- (5) Groups of related signs shall express uniformity and create a sense of harmonious appearance.
- (6) All signage shall be professional in appearance and construction and shall not visually detract from the character of the area or have a negative effect upon the quality and value of surrounding properties.

§ 185-206. Time for decision.

The Design Review and Historic Preservation Board shall approve, approve conditionally or disapprove any application for design review within 90 days of the date of filing such application.

Q. Editor's Note: The Monroe Avenue Design Guidelines are on file in the Town Clerk's office.

R. Editor's Note: The Residential Design Standards and Guidelines are on file in the Town Clerk's office.

§ 185-207. Appeals.

Any person aggrieved by the action of the Design Review and Historic Preservation Board in disapproving a building permit application and of the Code Enforcement Officer in denying such permit because of such disapproval may take an appeal therefrom to the Zoning Board of Appeals.

§ 185-208. through § 185-223. (Reserved)

ARTICLE XXXII
Nonconforming Structures and Uses

§ 185-224. Purpose and general provisions.

- A. It is the purpose of this article to allow for the continuation of nonconforming structures and uses, while restricting the expansion, reconstruction, repair and/or structural change of a nonconforming structure or use.
- B. Any lawful structure or use existing at the time of the adoption of this chapter, or existing whenever a district in which it is located is changed, may continue although such structure or use does not then conform to the requirements of this chapter.

§ 185-225. Nonconforming single-family residential and farm structures.

- A. A nonconforming single-family residential or farm structure shall not be expanded in a manner that increases its nonconformity.
- B. A nonconforming single-family residential or farm structure which is damaged or destroyed, to any extent, may be rebuilt on the original footprint, or less.
- C. Nothing in this section shall prohibit the granting of an area variance to bring a nonconforming structure, including any expansion thereof, into compliance with this chapter.

§ 185-226. Nonconforming structures other than single-family residential and farm structures.

- A. A nonconforming structure other than a single-family residential or farm structure shall not be expanded in a manner that increases its nonconformity.
- B. A nonconforming structure other than a single-family residential or farm structure which is damaged or destroyed, to the extent of 75% or less of its then existing fair market value, may be rebuilt on the original footprint, or less.
- C. A nonconforming structure other than a single-family residential or farm structure which is damaged or destroyed, to the extent of more than 75% of its then existing fair market value, may not be rebuilt, except in conformity with the requirements of this chapter.
- D. Nothing in this section shall prohibit the granting of an area variance to bring a nonconforming structure, including any expansion thereof, into compliance with this chapter.

§ 185-227. Nonconforming single-family residential and farm uses.

- A. A structure associated with a nonconforming single-family residential or farm use shall not be expanded in a manner that increases its nonconformity.
- B. A nonconforming single-family residential or farm structure which is damaged or destroyed, to any extent, may be rebuilt on the original footprint, or less.

§ 185-228. Nonconforming uses other than single-family residential and farm uses.

- A. A nonconforming use other than a single-family residential or farm use may not be expanded or the intensity of such use increased by the erection of any additional structure or the extension or

enlargement of the use or of any existing structure.

B. Structural changes may be made to a structure associated with a nonconforming use other than a single-family residential or farm use, only under the following circumstances:

- (1) The cost of all such structural changes within a ten-year period shall not exceed 50% of the fair market value of the structure at the time such changes are commenced.
- (2) The granting of a special use permit allowing for such structural changes, in accordance with the substantive and procedural requirements of Article XXV of this chapter.

C. A structure associated with a nonconforming use other than a single-family residential or farm use that is damaged or destroyed may be repaired or reconstructed on the original footprint, or less, only under the following circumstances:

- (1) The damage or destruction to the structure may be no more than 75% of its then fair market value.
- (2) The granting of a special use permit allowing for such repair or reconstruction, in accordance with the substantive and procedural requirements of Article XXV of this chapter.

§ 185-229. Termination of a nonconforming use.

A nonconforming use shall terminate when:

- A. Such use is abandoned.
- B. Such use has been discontinued for a period of one year.
- C. Any property owned by the United States or any of its agencies or departments or by the State of New York or by any municipality devoted in whole or in part to such use is sold.

Article XXXIII. Incentive Zoning

§ 185-230. Purpose and objectives.

- A. It is the purpose of this article to empower the Town Board to grant incentives to the private sector engaged in the land development process to advance the Town's specific policies in accordance with the Town of Pittsford's Comprehensive Plan and in coordination with other community planning mechanisms or land use techniques.
- B. This authority may be used by the Town Board to assist the following objectives from the Town's Comprehensive Plan:
 - (1) To protect highly valued ecological resources and environmentally sensitive areas.
 - (2) To protect active farm operations.
 - (3) To preserve greenways and important open spaces, develop the Pittsford Trail System, preserve historic and archaeological resources and protect high-quality scenic resources.
 - (4) To provide a sound mix of housing types, including accessible, affordable housing options for seniors.
 - (5) To promote provision of neighborhood services in growing areas in a carefully planned manner with a design quality reflecting the values of the community with a secondary benefit of relieving some traffic congestion in other areas of the Town.
 - (6) To secure important public works improvements which would not otherwise be provided, such as extending sidewalks, connecting residential areas with schools or providing stormwater detention and treatment basins in excess of that necessitated by immediate project demand.

§ 185-231. Authority.

In accordance with § 261-b of the Town Law of the State of New York, the Town Board is empowered to provide for a system of zoning incentives as the Town Board deems necessary and appropriate, consistent with the purposes and conditions set forth herein.

§ 185-232. Applicability.

Except as specifically limited herein, this chapter will apply to all districts in the Town of Pittsford.

§ 185-233. Definitions.

As used in this article, the following terms shall have the meanings indicated:

COMPREHENSIVE PLAN — The Town of Pittsford Comprehensive Plan Update and Generic Environmental Impact Statement, as amended from time to time.

INCENTIVE ZONING — The system by which specific incentives are granted, pursuant to

§ 261-b of the Town Law and the provisions of this chapter, on condition that specific physical, social or cultural benefits or amenities would inure to the community.

REVIEW — A preliminary, nonbinding review by the Town Board of an application for use of incentive zoning to determine the merits of applying the incentive zoning concept to a particular project.

SEQRA — The State Environmental Quality Review Act, Article 8 of the New York State Environmental Conservation Law, as amended, and the regulations promulgated thereunder.

§ 185-234. Permitted incentives.

The Town Board may grant the following specific incentives:

- A. Increases in residential unit density only in the Rural Residential District RRAA, south of East Jefferson and West Jefferson Roads, as shown on the Town's official zoning map.
- B. Development of current residential unit density over a full parcel, as long as an equivalent amount of the open space that would have been required is provided for elsewhere.
- C. Changes in lot area and dimensional requirements.
- D. Changes of use.
- E. Reduction/elimination of the recreation fee required under § 185-125 of this chapter.
- F. Reduction of road construction standards applied under Chapter 175, Subdivision of Land, for example, permitting a slightly narrower pavement width to serve a limited development project.

§ 185-235. Community benefits or amenities.

- A. The following community benefits or amenities may, at the discretion of the Town Board, be accepted in exchange for an incentive as provided in § 185-234. These community benefits or amenities may be either on or off the site of the subject

application, may involve one or more parcels of land and may be situated in any district, unless otherwise specifically limited in this chapter:

- (1) Agricultural conservation, open space, scenic, ecological, historic or other permanent conservation easements.
- (2) Donations of land in fee simple for conservation and other community benefit purposes.
- (3) Construction of recreation amenities, serving a Town-wide need, accessible to the general public, above and beyond that required under § 185-125 of this chapter.
- (4) Construction or improvement to public works above and beyond that required to mitigate proposed impacts in accordance with SEQRA and the Town Code.
- (5) Preservation and improvements of historical or cultural sites or structures.
- (6) Construction of accessible and affordable senior housing opportunities specifically marketed to and intended for residents aged 55 years or older in support of the housing goals of the Town of Pittsford Comprehensive Plan. Such housing developments may include supporting care services and ancillary uses where provided solely for the benefit of residents within the development and otherwise not open to the general public.
- (7) Other facilities or benefits to the residents of the community, as determined by the Town Board.
- (8) Any combination of the above-listed community benefits or amenities.

B. These amenities will be in addition to any mandated requirements pursuant to other provisions of the Town of Pittsford Code and any other applicable law or regulation.

§ 185-236. Special conditions.

- A. The particular incentive granted will be in relative proportion to the value and importance of the amenity provided, as determined by the Town Board at the time of application.
- B. Residential unit density increases, available only in the RRAA Zoning District, south of East Jefferson and West Jefferson roads, and will be granted in percent increments not to exceed 100% of the original zoned density for the particular parcel receiving the density increase.

§ 185-237. Criteria and procedure for approval.

- A. Optional pre-application review. It is recommended that the applicant meet informally

with Town public works staff prior to completion of an application for purposes of gathering information for the proposed amenity/incentive exchange. The applicant is advised to review the Comprehensive Plan, the Resource Inventory and Evaluation Report and any other materials the Town may have on file regarding the incentive zoning program.

B. Applications for incentives in exchange for amenities will be submitted to the Town Board in accordance with adopted procedures for requests to amend this chapter. The application will include the following information:

- (1) The requested incentive.
- (2) The proposed amenity.
- (3) The estimated cash value of the proposed amenity.
- (4) A narrative which demonstrates the following:
 - (a) The benefits to the community from the proposed amenity.
 - (b) Consistency with the goals and objectives of the Town's Comprehensive Plan.
 - (c) The relative importance and need for the amenity.
 - (d) That there is adequate sewer, water, transportation, waste disposal and fire-protection facilities in the zoning district in which the proposal is located to handle the additional demands the incentive and amenity, if it is an on-site amenity, may place on these facilities beyond the demand that would be placed on them if the district were developed to its fullest potential.
 - (e) That all conditions and other applicable requirements of the law are met.
- (5) Any other information or support materials as needed or requested by the Town Board.

C. Review by Town Board. Within 45 days of submission of an application, pursuant to Subsection B herein, the Town Board will prepare a brief response to the proposal, outlining, in writing, the Town Board's determination on whether the proposal is worthy of further consideration and the basis for that determination. The Town Board may engage a consultant to assist in review of the application, the cost of which will be borne by the applicant. Suggested modifications to the proposal may also be provided by the Town Board to the applicant. With a supporting determination, the proposed application will be transferred to the Planning Board.

D. Advisory referral to Planning Board.

- (1) The application will be submitted to the Planning Board for its nonbinding advisory opinion to the Town Board. The review at this stage is intended to obtain the input of

the Planning Board for the subject land use decision. It is not intended to serve as a site or subdivision review, which would only occur after a decision by the Town Board on the incentive zoning request.

- (2) The Planning Board will schedule a public workshop on the application, which may be conducted as part of its regularly scheduled meeting. The intent of the workshop is to share information between the applicant, the Planning Board and interested members of the public. The workshop will not supplant the formal hearing which will be conducted by the Town Board later in the review process.
- (3) Within 45 days of receipt of the application from the Town Board, the Planning Board will prepare an advisory report to the applicant and the Town Board. The Planning Board's report will describe the beneficial aspects of the proposal and make recommendations for the amelioration of any adverse aspects of the proposal. The Planning Board's report and the application will then be transferred back to the Town Board for its final decision on the application.

E. Compliance with SEQRA.

- (1) Every decision by the Town Board concerning an application for use of incentive zoning on a particular project will fully comply with the provisions of SEQRA.
- (2) The applicant will submit an Environmental Assessment Form, Part 1, to the Town Board after the referral by the Planning Board.
- (3) The Town Board will establish itself as SEQRA lead agency for all applications submitted pursuant to this article.
- (4) If a generic environmental impact statement has been prepared by the Town Board in enacting or amending this article, the applicant will pay a proportionate share of the cost of preparing such impact statement.

F. Public hearing by Town Board. Prior to its final decision and in conjunction with its SEQRA review, the Town Board will conduct a public hearing in accordance with the standard procedures for adoption of an amendment to the zoning ordinance or local law. At least five days' notice (14 days if a draft environmental impact statement or supplemental environmental impact statement was required) of the time and place of the hearing will be published in an official newspaper of the Town.

G. Findings and final decision.

- (1) Following the public hearing and completion of the SEQRA process, the Town Board will approve, approve with modifications or conditions or deny the proposed incentive zoning application. A written statement of the findings will be prepared by the Town Board documenting the basis of its decision. The findings will include, but not be limited to, the following:

- (f) SEQRA. That all requirements of SEQRA have been met, including the required findings under that law.
- (g) Development capacity. That the proposed project, including the incentive, can be adequately supported by the public facilities available or provided as a result of the project, including but not limited to sewer, water, transportation, waste disposal and fire protection, without reducing the availability of such facilities for projects permitted as of right under the Town of Pittsford Code.
- (h) Public benefit. That the public benefit realized by the amenity provided by the applicant is commensurate with the incentive granted by the Town Board.
- (i) Project quality. That the project is in harmony with the purpose and intent of this article and with the stated objectives and will promote the purposes herein, that the project is sufficiently advantageous to render it appropriate for grant of an incentive and that the project will add to the long-term assets of the Town of Pittsford.
- (j) Comprehensive Plan. That the use of incentive zoning for the particular project is consistent with the Comprehensive Plan.

(2) The Town Board may impose conditions on a project to ensure that the above findings are ensured through the subsequent plan review and construction phases of the project.

H. Plan review. Following the receipt of a favorable decision by the Town Board, an application for approval may be submitted pursuant to the applicable provisions of the Town of Pittsford Code.

ARTICLE XXXIV

Land Acquisition

§ 185-238. Purpose.

It is the purpose of this article to provide for the acquisition of interests or rights in real property for the preservation of open space and areas which shall constitute a public purpose for which public funds may be expended or advanced after due notice and a public hearing, by which the Town may acquire by purchase, gift, grant, bequest, devise, lease or otherwise the fee or any lesser interest, development right, easement, covenant or other contractual right necessary to acquire "open space" or "open area" as the same is defined in § 185-241 herein.

§ 185-239. Authority.

In accordance with § 247 of the General Municipal Law of the State of New York, the Town Board has the authority to acquire such interests or rights in land. Pursuant to the above authority, the Town Board has prepared and adopted this article setting forth standards to be followed in the acquisition of such interest.

§ 185-240. Applicability.

This article shall apply to the entire area of the Town.

§ 185-241. Definitions.

For the purpose of this article, the terms used herein are defined as follows:

OPEN SPACE or OPEN AREA — Any space or area characterized by natural scenic beauty or whose existing openness, natural condition or present state of use, if retained, would maintain and enhance the present or potential value of abutting or surrounding urban development or would maintain or enhance the conservation of natural or scenic resources. For the purposes of this section, natural resources shall include but not be limited to agricultural lands defined as open lands actually used in bona fide agricultural production.

OPEN SPACE PROTECTION EASEMENT — An easement or similar interest in real property which limits or restricts development, management or use of open space or other real property for the purpose of preserving or maintaining the scenic, open, natural or existing character, conditions, significance or amenities of the open space or other real property. This term shall include an instrument granting any of the foregoing limiting or restrictive interests to the Town, whether denominated "conservation easement," "scenic easement," "scenic and conservation easement," "agricultural easement," "agricultural use easement," "large lot easement," "large lot scenic easement" or by some similar label. The substance of such instruments, however identified, shall be determined by the Town Board.

§ 185-242. Procedure.

A. **Proposal by owner.** Any owner or owners of five or more acres of undeveloped or agricultural land which is suitable for residential development may submit a proposal to the Town Board for the granting of interests or rights in real property for the preservation of open spaces or areas, provided that the owner or owners are not receiving tax abatement pursuant to New York State Agricultural and Markets Law, Article 25. Such proposals shall be submitted in such manner and form as may be prescribed by such Town Board and shall include a Real Property Tax Map and a concise description of the areas proposed for the open space protection easement proposed area. The owner shall pay to

the Town an application fee as required by the Town's fee schedule which shall be deemed a reasonable sum to cover the costs of administration, no part of which shall be returnable to the applicant.

- B. Review by Environmental Board. Upon receipt of such proposal, the Town Board shall refer such proposal to the Environmental Board. The Environmental Board shall investigate the area to assess whether the proposal would be of benefit to the people of the Town. In making this assessment, the Environmental Board shall consider the composite ratings provided for key parcels in the Town's Resource Inventory and Evaluation Report and other factors it deems relevant. Within 30 days of the Town Board referral, the Environmental Board shall make an advisory recommendation to the Town Board for the purpose of advising whether or not the Town should accept such proposal.
- C. Public hearing by Town Board. If the Town Board determines it appropriate to advance the proposal to a hearing, it shall, within 45 days of the receipt of the Environmental Board's advisory recommendation, hold a public hearing concerning such proposal at a place within the Town. At least 10 days' notice of the time and place of such hearing shall be published in a paper of general circulation in the Town. Written notice of such proposal shall be given to Monroe County and to the school district in which it is located.
- D. Determination. The Town Board, after such public hearing, may adopt the proposal or any modification thereof it deems appropriate or may reject it in its entirety. In making its determination, the Town Board shall consider recommendations of the Environmental Board, Monroe County and the school district.
- E. Recording agreement. If such proposal is adopted by the Town Board, it shall be executed by the owner or owners in written form suitable for recording in the Monroe County Clerk's office.
- F. Cancellation. Said agreement may not be canceled by either party. However, the owner or owners thereof may petition the Town Board for cancellation upon good cause shown, and such cancellation may be granted only upon payment of the penalties provided in § 185-244 herein.

§ 185-243. Valuation for taxation.

After acquisition of any such interest pursuant to this article, the valuation placed upon such area for the purpose of real estate taxation shall take into account and be limited by the limitation on the future use of the land.

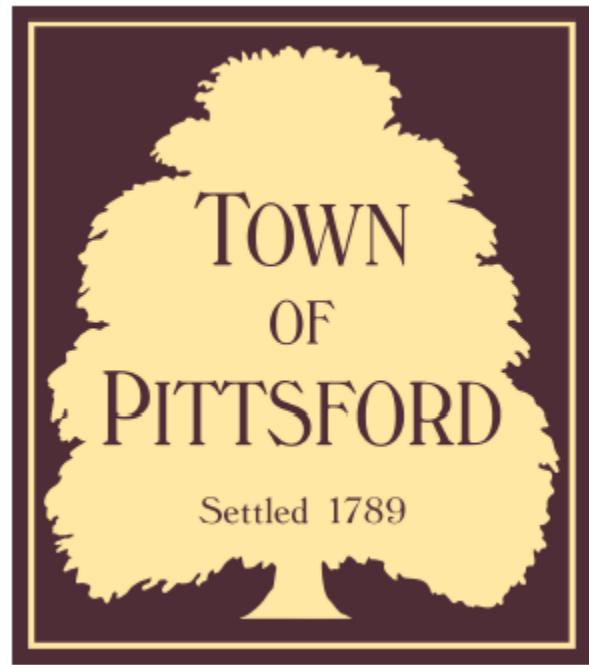
§ 185-244. Penalty for violation or cancellation.

If there is a substantial violation of the terms and conditions of the conservation easement agreement or if said agreement is canceled by the Town Board upon petition, the owner or owners of said property must pay to the Town the following amounts in taxes and penalties:

- A. All taxes granted abatement under and pursuant to the conservation easement agreement, said taxes to include the state, county, Town, school districts and all special improvement districts and other taxing units to which the property is subject. Said back taxes shall be limited as follows: any easement terminated prior to beginning of the 11th year will be subject to a five-year maximum rollback; an easement terminated between its 11th and 15th year will be subject to a four-year maximum rollback; an easement terminated in its 16th year or later will be subject to a three-year maximum rollback.
- B. A penalty assessed on the basis of the previous year's tax abatement multiplied by a factor equal to the term of the easement divided by the current year of the easement. This factor shall not exceed

five.

EXHIBIT B



RESIDENTIAL DESIGN STANDARDS AND GUIDELINES

Dated: November 18, 2011

Adopted by Town Board: December 7, 2011

Amended by Town Board: September 18, 2012

Amended by Town Board: March 27, 2025

Residential Design

Standards and Guidelines

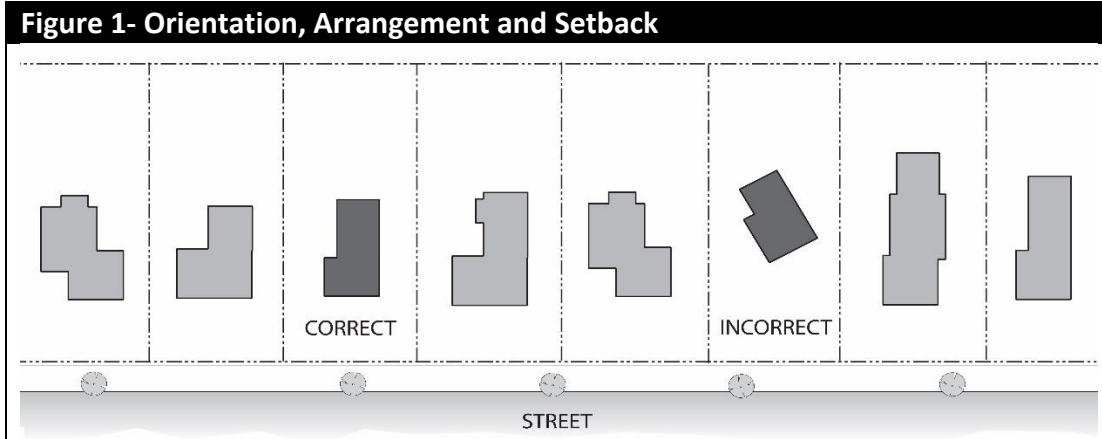
General

- In reviewing proposals for residential structures in existing neighborhoods involving new construction, alterations and/or additions, the Design Review and Historic Preservation Board shall consider the surrounding neighborhood context to determine what is appropriate for maintaining the character of the area. The Board shall also, as appropriate, refer to the Town's "Residential Styles Guide", dated November 18, 2011, as amended and supplemented, for additional guidance.
- 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 that do not necessarily meet the specific standards of these guidelines.
- If a proposal involves a residential structure that is located contiguous to a designated landmark or an inventoried structure, the Design Review and Historic Preservation Board shall take such circumstance into consideration in making its determination.
- If the proposal involves an inventoried structure, the Design Review and Historic Preservation Board shall, in making its determination, take into consideration the "Standards and Guidelines for Certificates of Appropriateness", dated November 18, 2011, as amended and supplemented, as well as any and all distinguishing character-defining features identified at the time such structure was inventoried.

Building Orientation – Building orientation describes how a building relates to the street and its neighbors.

- New structures and additions should be compatible with the site arrangement, setback distance and orientation of neighboring houses to reinforce the existing character of the street. **[Figure 1]**
- The front of the house should face the public street, with the front entry readily visible and identifiable.
- Front entry walks are encouraged to connect to existing sidewalks, if present.

Figure 1- Orientation, Arrangement and Setback



Garages and Driveways

- Attached garages are encouraged to be consistent with the existing neighborhood or new development in which they are located, oriented so that the bay doors do not face the street. Where practical, garages with two or more car bays are strongly encouraged to not face the street, and should instead be oriented to the side of the lot where space conditions permit. **[Figure 2]** Side yard facing garages may be required to provide adequate landscaping or screening from the neighboring property.
- Garages with bay doors facing the street should be set back behind the plane of the front facade.
- Detached garages should be located behind the house and set back from the road so as to appear secondary to the primary structure.
- Garages may be located partially or fully in front of the main structure, provided that the garage does not represent the dominant architectural feature. By way of example, side loaded garages or garages that are incorporated into a courtyard layout, similar to the examples below, meet the intent of these provisions. **[Figures 3, 4]**
- Driveways should only be as wide as necessary for egress in and out of the property – typically no wider than 20' at the curb cut. The width of the driveway, however, may get wider toward the house if necessary to accommodate required area for garage access or turning. **[Figure 5]**

Figure 2- Side Garage

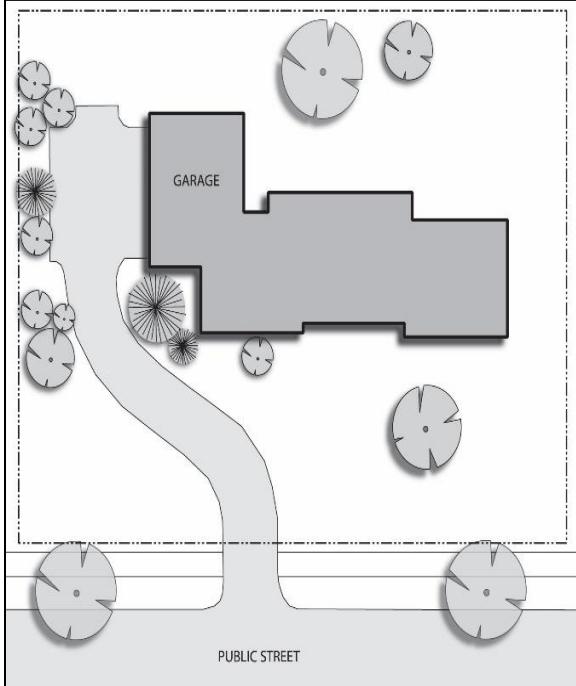


Figure 3- Entry Courtyard Example

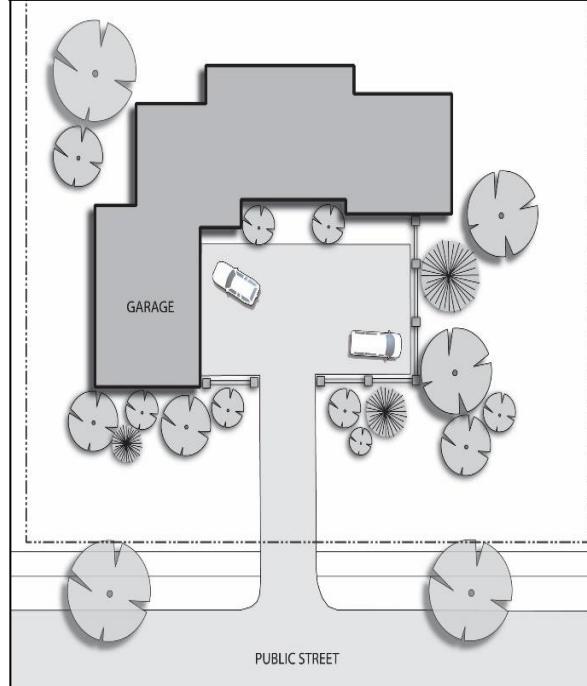
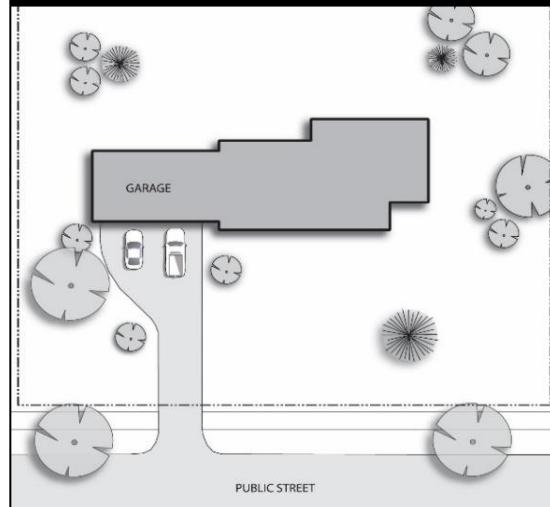


Figure 4- Entry Courtyard Example



The formal "entry court" on this house provides an attractive entry while screening the garage and parking area from the street.

Figure 5- Driveway Width



Scale & Massing – Scale is the relative size of the building and its elements (such as individual windows or materials) compared to other structures around it. Massing is the overall volumetric size of the structure and its parts compared to other structures around it.

- The overall size, scale and massing of new structures or additions should be compatible with the size, scale and massing of neighboring houses. **[Figure 6 & 7]** New construction, including infill construction, reconstruction, and homes built on lots that are larger than neighboring lots shall not be significantly larger in size and scale relative to neighboring houses. **[Figure 7]**

Figure 6- Scale and Massing



Although these two houses above are roughly the same size, they are different in terms of scale and massing. The building on the left has smaller scale appearance with the use of smaller design elements, more intricate details and materials. Its massing also appears smaller because it has been broken up into two wings, has an entry porch and roof dormer. The building on the right creates a larger scale appearance with larger, bolder features, and a larger mass as a single block. The scale and massing of these two buildings are generally not compatible with each other.

Figure 7- Scale and Massing - New Construction

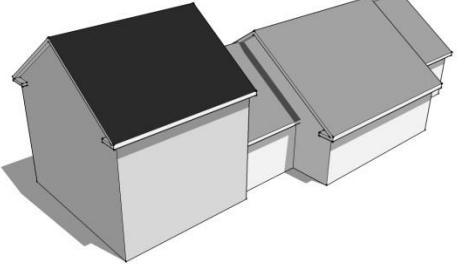
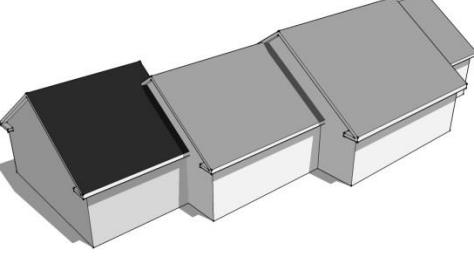


Top (Incorrect): The size and scale of the house in the middle is not compatible with the surrounding houses.

Bottom (Correct): The size and scale of the house in the middle is more compatible with the surrounding houses.

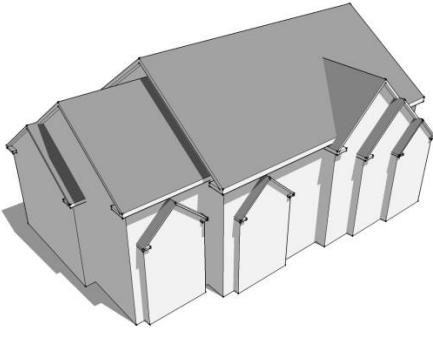
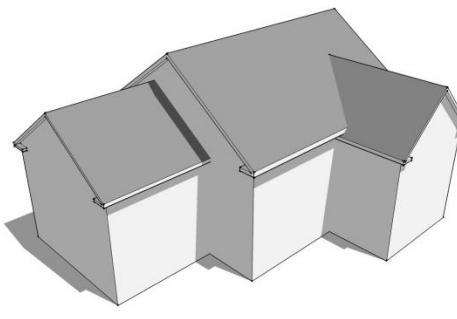
- The permitted height of a structure or addition should minimize the visual impact on neighboring back yards and limit the loss of privacy of residents of neighboring lots.
- The scale of a new addition should be generally similar with the scale of the original structure.
- The massing of a new addition should generally be subordinate in size and placement to the original structure. **[Figure 8]**

Figure 8- Scale and Massing of Additions

	
Incorrect. The massing and placement of this new addition overwhelms the original house next to it.	Correct. The new addition here is keeping with the scale and massing of the original structure, and steps back slightly from the road to let the original house remain the primary focus.

- New construction should avoid creating overly complicated massing in a neighborhood where the typical character of nearby houses has much simpler forms.
- New construction should avoid creating “faux massing” facades, such as those with multiple gables within gables. Such horizontal facade projections or changes in massing should instead extend a minimum of several feet out from the plane of the facade in order to create a distinctly different mass, especially in older neighborhoods. **[Figure 9]**

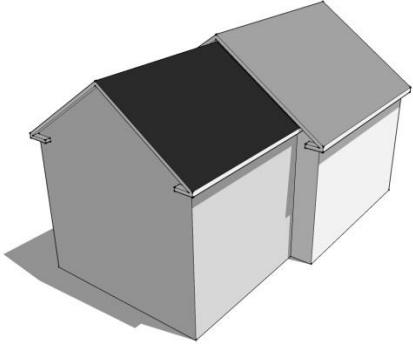
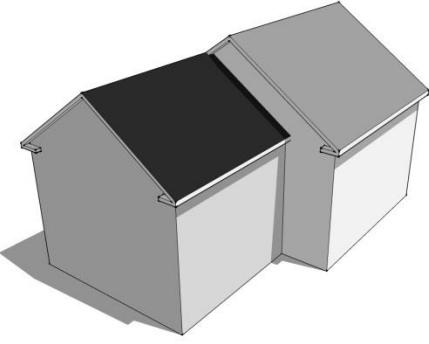
Figure 9- Massing

	
<p>Incorrect. <i>Faux massing façade design such as this—commonly found in more contemporary subdivisions—may look good in drawings but do little to break up the massing when viewed in reality. The “gables nested inside gables” act as a façade decoration and do not extend out from each other to create distinct masses. Such designs are often not appropriate in older neighborhoods where the massing is typically more simplified.</i></p>	<p>Correct. <i>The different forms and massing seen here extend out from each other significantly, reflecting the actual living space inside them and creating distinct masses which are easily identifiable. This simpler massing style is more appropriate for older neighborhoods.</i></p>

Roof Design – Covers the overall style, slope and shape of individual roof elements.

- Additions should match the roof style and roof pitch of the original structure.
- Additions should match the roofing materials of the original structure, except in cases where the new roof is a very minor element to the overall design, such as roofing over a new bay window or entry vestibule.
- Any vertical steps or fluctuations in the roof ridge should be a minimum of a few feet in difference. Minor variations in roof heights are discouraged. **[Figure 10]**

Figure 10- Roof Transitions

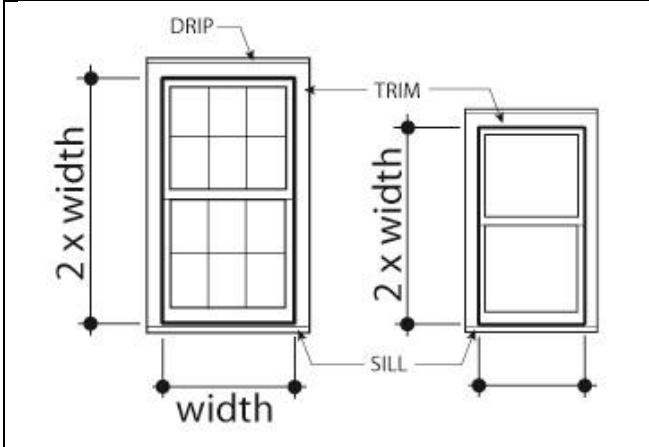
	
<p>Incorrect. The transition from one roof ridge to the other here is very minor. Such transitions do little to help break up the roof areas of a house and sometimes cause water problems.</p>	<p>Correct. The transition on this roof is much more noticeable and helps break up the roof area.</p>

- Roofs should be designed to divert the fall of rain and snow away from entry areas.

Fenestration - Includes openings in the facade for windows and doors.

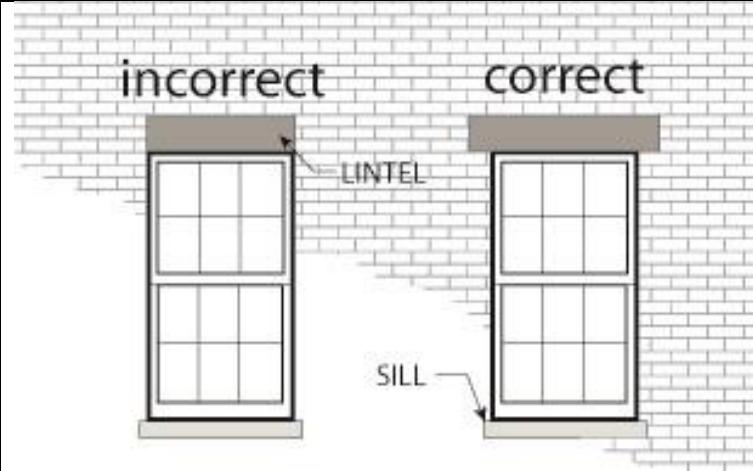
- Additions and renovations should maintain the general style, size and materials of the original window and door openings.
- The style and proportion of window and door opening in new construction should generally match those found on houses in the neighborhood. **[Figure 11]**
- The style and proportion of windows should be generally consistent across all facades of the structure. Exceptions to this can be made however for the occasional specialty or decorative window as a design accent in the facade.
- The size and design of components (sash rails and muntins) should match the original design.
- Replacement windows should match the overall dimensions (width and height) as the windows they replace.
- Window and door openings, especially in masonry facades, should express a lintel or arch above the opening to reflect how it is supporting the weight above. Such lintels used either structurally or as decorative trim, should always extend beyond the width of the opening. **[Figure 12]**
- The arrangement of windows on a facade facing the road should generally align with each other in a regular pattern or readily apparent organization. Windows which appear to be randomly arranged on the facade are discouraged.
- Large areas of blank wall are strongly discouraged along all facades of the house.
- Sliding glass doors are prohibited on the front façade.

Figure 11- Window Proportion and Style



Although these two windows are different sizes and designs, they have the same general proportions (twice as tall as they are wide) and are the same basic style (double hung).

Figure 12- Window Lintels on Masonry Buildings



Lintels expressing over window openings should extend beyond the width of the window.

Front Porches & Entry Areas –

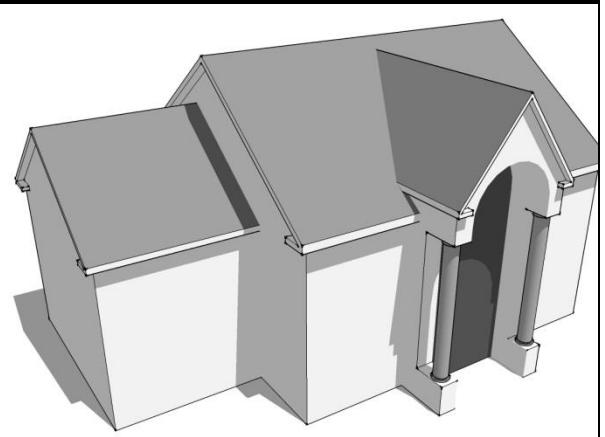
- Existing open-air porches should not be enclosed or walled in. If an existing porch must be enclosed, it should be done in a manner which retains the existing columns, railings in an exposed fashion and maintains an open-air appearance. **[Figure 13]** This treatment however should be reserved for porches which are on the side or less visible areas of the house, and not the front.

Figure 13- Enclosed Porch Example



This architecturally significant porch has been carefully enclosed so that the original columns, railings and details are retained and still highly visible. The new enclosure is set within the porch and painted a dark color to be less noticeable.

Figure 14- Entry Way



Front door entry should be appropriately scaled to the size of the façade. Grand, multi-story entryways such as this are overly sized for the home, and are typically not compatible with the older neighborhoods and are discouraged.

- New front porches added to an existing structure may not always be appropriate for the architectural style or neighborhood context, and may be discouraged in these cases.
- New front porches should be constructed of materials which are compatible with the materials, architectural style and design of the original structure.
- Uncovered wood decks or porches which do not include a permanent roof overhead are prohibited along the front facade. Uncovered masonry patios or entranceways are permitted, but may not be appropriate on some homes of certain styles and periods.
- The proportion of columns or posts along a front porch or facade should appear appropriate to the amount of weight they appear to be carrying. Columns which are too thin or too thick for their height are discouraged. Alterations should be designed to match the architectural style and proportion of existing exterior columns and the beams or entablature they support.
- Front door entry areas should be appropriately scaled to the size of the facade. Two story tall entryways or columns are generally discouraged, especially in neighborhoods where this is not common. **[Figure 14]**
- Porches which have open airspace underneath should not have the underside enclosed in a manner which would prevent proper air circulation.

Materials – Includes the proper use of exterior materials on a structure.

- New construction should attempt to use one exterior material on a facade as the dominant theme, with additional materials only used sparingly for accents or trim. The use of many different transitions from one material to the next along the same horizontal level- commonly found in contemporary subdivisions- is generally discouraged in older neighborhoods. **[Figure 15]**
- The use of two or more different facade materials is sometimes better utilized at different vertical levels. (e.g. masonry at bottom, wood clapboard above.) **[Figure 16]**

Figure 15- Discouraging material Transitions



Incorrect. The use of many different transitions from one material to the next along the same horizontal level- commonly found in contemporary subdivisions- is often not appropriate, especially in older neighborhoods.

Figure 16- Preferred Material Transitions



Correct. A preferred use of material is shown here, where wood clapboard is the dominant material used, while the stone and trim is used more sparingly above and below it as a design accent.

- Material transitions at outside corners are discouraged (e.g. wood clapboard turning the corner and changing into masonry.) **[Figure 17]** The transition from one material to the next should occur at a logical step or massing change in the facade, such as in inside corner. **[Figure 18]**

Figure 17- Outside Corner Example	Figure 18- Inside Corner Example
<p>Incorrect. Material transitions at outside corners, such as the example above, are generally discouraged.</p>	<p>Correct. Material transitions at the inside corners, such as the example above, are generally preferred because they reinforce the different massings and provide a logical location for one material to end and the next one to begin.</p>

EXHIBIT C

At a Regular Meeting of the Town Board
of the Town of Pittsford, New York, held
at the Town Hall, Pittsford, New York, on
the 26th day of February, 2025.

PRESENT: William A. Smith, Jr., Supervisor
Kim Taylor, Deputy Supervisor
Naveen Havannavar, Councilmember
Cathleen A. Koshykar, Councilmember
Stephanie M. Townsend, Councilmember

ABSENT: None

In the Matter

of

THE ADOPTION 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.

Resolution to Set Public Hearing

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 delivered to each member of the Town Board; and

WHEREAS, due consideration has been given to the adoption of proposed Local
Law No. 1 of 2025, by all members of the Town Board who were present; and

WHEREAS, it was the considered opinion of all members of the Town Board who
were present that a public hearing should be held on the 18th day of March, 2025, at
6:00 P.M. at the Pittsford Community Library, 24 State Street, Pittsford, New York, to
consider the adoption of said proposed Local Law No. 1 of 2025.

NOW, on motion duly made and seconded, it was
RESOLVED, that a public hearing be held on the 18th day of March, 2025, at
6:00 P.M., Local Time, at the Pittsford Community Library, 24 State Street, Pittsford, New
York, on the question of the adoption of proposed Local Law No. 1 of 2025; and be it
further

RESOLVED, that a Notice of Hearing and a copy of proposed Local Law No. 1 of
2025, or a summary thereof, be published in a newspaper previously designated as an
official newspaper for publication of public notices, not less than five (5) days prior to said
hearing; and be it further

RESOLVED, that the Town Clerk shall post certified copies of both this resolution
and said proposed Local Law No. 1 of 2025, or a summary thereof, on the Town website
www.townofpittsford.org, and on the bulletin board, maintained by the Town Clerk pursuant
to § 30(6) of the Town Law, for a period of not less than five (5) days prior to said public
hearing.

Said matter having been put to a vote, the following votes were recorded:

William A. Smith, Jr.	VOTING
Kim Taylor	VOTING
Naveen Havannavar	VOTING
Cathleen A. Koshykar	VOTING
Stephanie M. Townsend	VOTING

The resolution was thereupon declared duly adopted.

DATED: February 26, 2025

Renee M. McQuillen, Town Clerk

I, RENEE M. McQUILLEN, Clerk of the Town Board of the Town of Pittsford, New York, DO HEREBY CERTIFY that I have compared a copy of the resolution as herein specified with the original in the minutes of the meeting of the Town Board of the Town of Pittsford and that the same is a correct transcript thereof and the whole of the said original.

IN WITNESS WHEREOF, I have hereunto set my hand this ____ day of February, 2025.

Renee M. McQuillen, Town Clerk

NOTICE OF PUBLIC HEARING

PLEASE TAKE NOTICE, that a public hearing will be held by the Town Board of the Town of Pittsford, New York, at the Pittsford Community Library, 24 State Street, Pittsford, New York, on the 18th day of March, 2025, at 6:00 o'clock P.M., Local Time, on the proposed adoption of Local Law No. 1 of 2025: Comprehensive Update to the Town Code Chapter 185 "Zoning" and the Town "Residential Design Standards and Guidelines" and Amending the Official Zoning Map of the Town of Pittsford. The specific language of proposed Local Law No. 1 of 2025 is available for review in the Town Clerk's Office and on the Town's website at www.townofpittsford.org.

The aforesaid public hearing has been directed to be held pursuant to a resolution of the Town Board of the Town of Pittsford, New York, duly adopted at a meeting of said Board on the 26th day of February, 2025.

Dated: February __, 2025

Renee M. McQuillen
Town Clerk
Town of Pittsford

MEMORANDUM

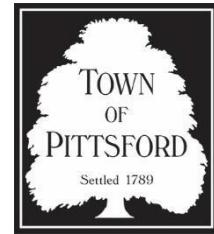
To: Pittsford Town Board

From: Paul Schenkel – Commissioner of Public Works

Date: February 19, 2025

Regarding: Amendment to the Agreement to Extend NYS-DOT Snow and Ice Contract

For Meeting On: February 26, 2025



Ladies and Gentlemen:

At its January 21, 2025 meeting, the Town Board approved an agreement to extend our snow and ice contract with the New York State Department of Transportation (NYS-DOT). It called for payment to the Town of \$153,825.77 for the 2024-2025 season.

NYS-DOT now advises that it made an error in determining the amount payable to the Town. It should be \$159,978.76 for the 2024-2025 season. This represents an increase of \$6,152.99 payable to the Town.

Attached is the complete contract, amended with the correct information regarding payment. I recommend that the Board approve it. The following resolutions would be appropriate.

RESOLUTIONS

RESOLVED, that the Town Board's approval, on January 21, 2025, of an extension of the Town's contract with the New York State Department of Transportation for snow and ice control be, and hereby is, rescinded; and

FURTHER RESOLVED, that the amended form of contract, in the form annexed hereto, between the Town of Pittsford and New York State Department of Transportation for snow and ice control with a contracted amount of \$159,978.76 for the 2024/2025 snow and ice season, be and hereby is approved; and

FURTHER RESOLVED, that the Town Supervisor be and hereby is authorized to execute the amended Snow and Ice contract on behalf of the Town.

NYSDOT MUNICIPAL SNOW & ICE CONTRACTS		
Estimated Expenditure Calculation/Adjustment Worksheet For Time & Materials S&I Agreements		
MUNICIPALITY:	TOWN OF PITTSFORD	
CONTRACT:	D014742	
CURRENT CONTRACT PERIOD:	2024/25 – 2028/29	
SEASON:	2024/25	CONTRACT LM: 70.88
2023/24 Actual Final	\$156,745.16	
2022/23 Actual Final	\$156,745.16	
2021/22 Actual Final	\$166,445.96	
3-YEAR AVERAGE (2024/25 Estimated Expenditure):	\$159,978.76	
A: 2024/25 Estimated Expenditure/New Base Estimate	\$159,978.76	
B: New Total Contract Value (A x 5)	\$799,893.80	
2024/25 Interim Payment (67% EE):	\$107,185.77	
<p><i>Note 1: Base Estimated Expenditure refers to the amount that was provided for the first season under the current 5-year contract period.</i></p> <p><i>Note 2: As a result of having a light winter during 2023/24, an amendment to increase the contract amount will not be needed. No additional documentation is necessary.</i></p>		
Reviewed/Approved By:	Signatures Below:	
For Municipality:		
DOT Resident Engineer:		
DOT Snow & Ice Program Manager:		

Contract #	Municipality	Ext. Period	Region #	Extension #
D014742	TOWN OF PITTSFORD	2024-2029	4	1

AGREEMENT TO EXTEND MUNICIPAL SNOW AND ICE AGREEMENT

Time and Materials

Fixed Lump Sum

Indexed Lump Sum

This Agreement made this _____ day of _____, _____ by and between THE PEOPLE OF STATE OF NEW YORK (hereinafter referred to as "STATE"), acting by and through the Commissioner of Transportation of the State of New York (hereinafter referred to as "COMMISSIONER"), and the _____ of the TOWN OF PITTSFORD (hereinafter referred to as "MUNICIPALITY") as follows:

WHEREAS, the COMMISSIONER and the MUNICIPALITY have entered into an Agreement No. D014742 entitled Municipal Snow and Ice Agreement between the New York State Department of Transportation and the Municipality of TOWN OF PITTSFORD dated 01/2020; and

WHEREAS, the term of the said Agreement is for a period of five years commencing **July 1, 2019** and the said Agreement provides that the parties may at the end of each 5-year term of the Agreement extend such term for an additional five years; and

WHEREAS, the present term of the Agreement, as extended, expires June 30, 2024; and Section 1 of said Agreement allows up to a maximum of three extension periods of five years each for a maximum contract life of twenty years;

WHEREAS, Section 7 of the said Agreement provides that the COMMISSIONER shall furnish the MUNICIPALITY with a suitable map for each term of the Agreement, or for any extended term thereof, modified to show the changes, if any, to the State Highways affected by this Agreement.

WHEREAS, Sections 9 & 10 of the said Agreement provides for an annual update of the estimated expenditure to be determined by the COMMISSIONER subject to the aforementioned provisions at the time for extension of the Agreement;

NOW, THEREFORE, in consideration of the mutual covenants and benefits between the parties,

WITNESSETH:

1. The aforementioned Snow and Ice Agreement between New York State Department of Transportation and the MUNICIPALITY" is hereby extended for a period of five years; now to expire on June 30, 2029, unless further extended.

2. The State Highways or parts thereof affected by this Agreement are as delineated on the attached map, agreed upon by the COMMISSIONER and the MUNICIPALITY, which shall be effective for the remainder of the term of the Agreement commencing July 1, 2024, unless changed by future agreement between the COMMISSIONER and the MUNICIPALITY.

3. All the terms and conditions of the original contract remain in effect except as follows. The estimated expenditure specified in Section 9 of the aforementioned Agreement shall be \$ 159,978.76 for 70.88 lane miles for each year of this five-year extension period, for a grand total of \$ 799,893.80, commencing **July 1, 2024**, unless changed by future update.

IN WITNESS WHEREOF, This Agreement has been executed by the State, acting by and through the duly authorized representative of the COMMISSIONER, and the MUNICIPALITY, which has caused this Agreement to be executed by its duly authorized officer on the date and year first above written.

Agency Certification Contract No. D014742

"In addition to the acceptance of this contract, I also certify that original copies of this signature page will be attached to all other exact copies of this contract."

THE PEOPLE OF THE STATE OF NEW YORK

BY _____

for Commissioner of Transportation

Dated: _____

MUNICIPALITY

BY _____

Title: _____

STATE OF NEW YORK

) SS:

COUNTY OF)

On the _____ day of _____ in the year _____ before me personally came _____ to me known who, being by me duly sworn, did depose and say that he resides in _____ New York; that he is the _____ of _____ the municipality described in and which executed the above instrument; that he executed said instrument by order of the Governing Body of said municipality pursuant to a resolution which was duly adopted on _____ a certified copy of such resolution attached hereto and made a part hereof.

Notary Public

APPROVED AS TO FORM

STATE OF NEW YORK ATTORNEY GENERAL

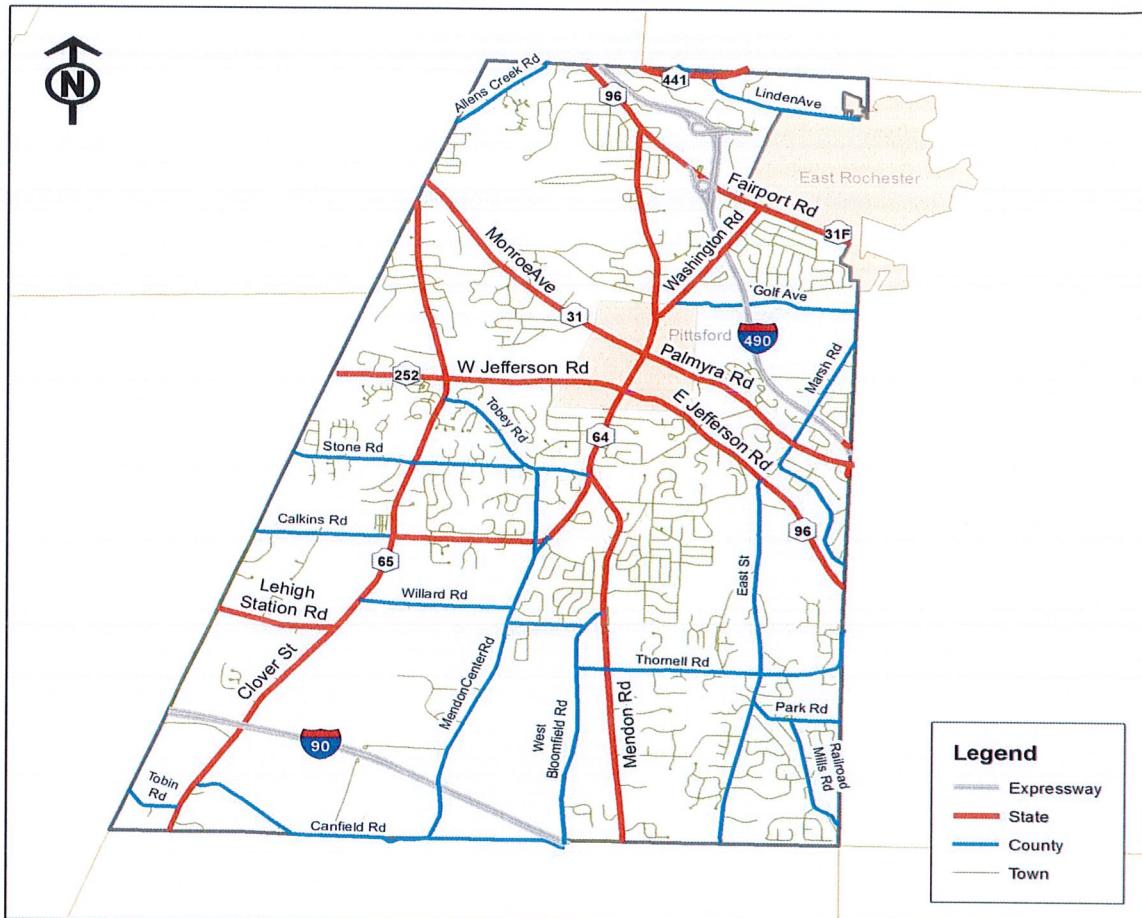
APPROVED BY NYS COMPTROLLER'S OFFICE

By: _____

By: _____

Snow Ice Responsibility Map
2024 - 2025 Season

Town of Pittsford



Contract Miles

C. L.	Lane	
27.5	70.88	

Regional Director of Operations

Date

Municipality Representative

Date

Original

2019 - 2024

Agreement

Contract #	Municipality	Region #
D014742	Town of Pittsford/Monroe County	4

MUNICIPAL SNOW AND ICE AGREEMENT

IMPORTANT: Please check ONLY ONE of the reimbursement options below:

Time and Materials (Conventional) **Fixed Lump Sum** **Indexed Lump Sum**

This Agreement made by and between THE PEOPLE OF THE STATE OF NEW YORK (hereinafter referred to as "STATE"), acting by and through the Commissioner of Transportation of the State of New York (hereinafter referred to as "COMMISSIONER"), and the Commissioner of Public Works of
Title

the Town of Pittsford (hereinafter referred to as "MUNICIPALITY") as follows:

WHEREAS, Pursuant to Section 12 of the Highway Law, the maintenance of State highways includes the control of snow and ice thereon as the COMMISSIONER may deem to be necessary to provide reasonable passage and movement of vehicles over such highways, and

WHEREAS, the work of such control of snow and ice may be done by any municipality, which for the purposes of said Section 12 shall include only a county, city, town or village, pursuant to an agreement entered into between the governing board or body of any such municipality and the COMMISSIONER; and

WHEREAS, The MUNICIPALITY is willing to perform the work of such control of snow and ice upon STATE highways according to the guidelines, policies and procedures deemed by the COMMISSIONER to be for the best interest of the public:

NOW, THEREFORE, In consideration of the mutual covenants and benefits between the parties hereto.

WITNESSETH:

1. The term of this Agreement shall be for five years commencing **July 1, 2019 and ending June 30, 2024**. At least one year prior to the expiration each five-year term the MUNICIPALITY shall notify the COMMISSIONER either (a) that it requests with the approval of the COMMISSIONER that the term of the Agreement be extended five years, or (b) that it intends not to extend the Agreement, in which case the Agreement shall expire at the end of the five-year term. The maximum contract life for this Agreement shall not exceed twenty years from the original contract date at which point a new contract will need to be executed. If the MUNICIPALITY fails to notify the COMMISSIONER as herein provided, it shall be deemed that the municipality intends not to extend the term of this Agreement.
2. The MUNICIPALITY and the STATE agree to the method of reimbursement selected above. Detailed descriptions of the reimbursement methods are outlined in the *Municipal-State Agreements for Control of Snow and Ice on State Highways: Terms, Reimbursement Procedures and Documentation*, as published on the NYSDOT website at the time of contract execution and are incorporated herein by reference. This document is located at: <https://www.dot.ny.gov/divisions/operating/oom/transportation-maintenance/snow-ice>
3. In the event that the COMMISSIONER shall deem the work of control of snow and ice performed by the MUNICIPALITY inadequate or unsatisfactory according to the terms of this Agreement and not being performed in the best interest of the public, the COMMISSIONER may, by official order to be filed in the COMMISSIONER'S office and the Department of State, cancel the Agreement, and any payments herein provided by the STATE shall cease. Any such official order shall become effective at the expiration of five (5) days after the COMMISSIONER shall have mailed a certified copy thereof to the clerk or other official who performs duties of a clerk in such MUNICIPALITY. The COMMISSIONER shall thereupon perform the work in such manner as, in the COMMISSIONER'S judgment, shall be for the best interest of the public.

4. The MUNICIPALITY may enter into a contract with another municipality for the performance of the work of said control of snow and ice as a subcontractor of the MUNICIPALITY, provided that such MUNICIPALITY shall first obtain the consent therefor from the COMMISSIONER. The MUNICIPALITY, as an agent of the State in performing the function herein delegated to it by the State, shall clear such State highways of snow and ice as designated by the COMMISSIONER, to the extent that the COMMISSIONER may deem necessary to provide reasonable passage and movement of vehicles over such highways all in accordance with terms, rules and regulations as may be deemed by the COMMISSIONER to be in the best interest of the public, such terms, guidelines, policies and procedures (a) having been submitted to and examined by the governing body of said MUNICIPALITY, prior to or simultaneously with the execution and delivery of this Agreement are hereby made part hereof, and (b) being subject to change or modification from time to time by the COMMISSIONER after consultation and negotiation with the municipality as the COMMISSIONER deems it necessary for the best interest of the public, it being understood by the parties hereto that notice of any such change or modification shall be mailed by the COMMISSIONER to the MUNICIPALITY and shall, according to the provisions hereof, be deemed to be thereupon accepted by the MUNICIPALITY and made a part hereof, except that in the event the MUNICIPALITY does not concur with the modification, the MUNICIPALITY may submit a letter of dispute to the COMMISSIONER within 10 business days after receipt of the notice, setting forth the reason for the non-concurrence. The COMMISSIONER shall then, within 10 business days, arrange for a meeting between representatives of the COMMISSIONER and the MUNICIPALITY to be held as soon as practicable to resolve the matter. In the event the matter cannot be resolved, the COMMISSIONER may unilaterally impose the modification, and the MUNICIPALITY shall comply. In that event, the MUNICIPALITY may, if it so elects, notify the COMMISSIONER that this Agreement is terminated, effective not less than one year after the date of receipt of the notice by the COMMISSIONER. The COMMISSIONER may, however, shorten this period to not less than 30 days, if the COMMISSIONER deems it in the public interest.
5. In the event that snow fence installation and removal is part of the agreement, the MUNICIPALITY shall obtain necessary permission from the landowners affected and shall erect snow fences at suitable locations on such highways where designated by the COMMISSIONER and shall also remove such snow fences pursuant to said guidelines, policies and procedures.
6. The MUNICIPALITY shall (a) designate and hereby does designate the Superintendent of Highways of the MUNICIPALITY as the representative of the MUNICIPALITY who shall be in responsible charge and shall have supervision of the performance of the work under this Agreement, (b) provide the necessary machinery, tools, materials and equipment to perform the terms of this Agreement, (c) provide the necessary personnel and supplies to operate such machinery, tools and equipment, and (d) furnish abrasives, chemicals or other similar materials at such locations as may be designated by the COMMISSIONER and in such quantities as may be necessary for the performance of this Agreement, to be applied in the manner and in such quantity as may be directed by the COMMISSIONER, provided, however, the COMMISSIONER with the concurrence of the municipality may furnish for use under this Agreement such snow fence, materials, chemicals and abrasives as he may deem desirable and in the best public interest, and he shall notify the MUNICIPALITY on or before August 1 of each year as to the kind and amount of such items as are to be furnished for the following winter season.
7. The COMMISSIONER shall furnish the MUNICIPALITY with a suitable map which shall delineate the State Highways within and in the vicinity of the boundaries of the MUNICIPALITY and shall show distinctively, the State Highways or parts thereof that are affected by this Agreement. For each year of the term of the Agreement, or for any extended term thereof, the maps shall be modified to show the changes, if any, to the State Highways affected by this Agreement. Any such modification to such map shall be agreed upon in writing by the COMMISSIONER and the MUNICIPALITY.
8. Whenever directed by the COMMISSIONER, the MUNICIPALITY shall include in the work delegated to be performed under this Agreement any bridges or highways that cross into an adjacent municipality or municipalities after consultation with the effected municipalities.
9. In consideration of the performance of the MUNICIPALITY, the STATE agrees to pay the MUNICIPALITY each year during the term of this agreement \$303,885.71 for 70.88 lane miles for each average season. This figure shall be known as the estimated expenditure. This estimated expenditure may be adjusted annually by the COMMISSIONER under this Agreement based upon demonstrated increases or decreases in the cost of performing the work or due to increases or decreases in lane miles on which work is performed. Such adjustments will require an Amendment to this Agreement. **The total contract value for the term of this agreement is \$1,519,428.55.** The COMMISSIONER, however, reserves the right to reduce the amount of the estimated expenditure set forth herein if the monies available to the Department for control of snow and ice are not sufficient to meet the anticipated expenditures for this program. In the event of such an occurrence, the COMMISSIONER shall notify the MUNICIPALITY, on or before November 1st of any year during the term of this Agreement for which such changed

estimated expenditure is to apply. Upon receipt of such notice, the MUNICIPALITY shall, in cooperation with the STATE, review and reorganize its operations to the fullest extent practicable to prevent over commitment of allocated funds. The COMMISSIONER may in his or her discretion restore in part or in whole the amount of the estimated expenditure taking into consideration the weather conditions experienced in the MUNICIPALITY and the amount of monies available for control of snow and ice.

10. **This section applies only to Fixed Lump Sum and Indexed Lump Sum Contracts:** The estimated expenditure may be updated under this contract based upon demonstrated increases or decreases in the cost of performing the work. The cost of the work is comprised of the following portions that have been agreed to by the STATE and MUNICIPALITY: **Labor _____%, Materials _____% and Equipment _____%**. The approved modified increase or decrease in the estimated expenditure shall become effective upon written notification by the COMMISSIONER to the MUNICIPALITY and shall thereby be substituted in place of the above estimated expenditure and made part of this Agreement without further action. If the mileage of which work is performed by the MUNICIPALITY increases or decreases or the MUNICIPALITY or the state incurs other changes that impact the cost of performing the work, the amount of the estimated expenditure set forth herein may be adjusted by the COMMISSIONER after consultation/negotiation with the MUNICIPALITY in writing, on or before November 1st of any year during the term of this Agreement for which such changed estimated expenditure is to apply. Upon receipt of such notice, the MUNICIPALITY shall, in cooperation with the STATE, review and reorganize its operations to the fullest extent practicable to accommodate the change.
11. The STATE shall indemnify and hold harmless the MUNICIPALITY for work performed hereunder to the extent permitted under Highway Law Section 12 (2-a).
12. The MUNICIPALITY specifically agrees that this Agreement shall be deemed executory only to the extent of the monies available, and no liability shall be incurred by the STATE beyond the monies available for the purpose.
13. This Agreement and the attached Appendix A, Standard Clauses for all New York State Contracts, and Appendix A-1, Supplemental Title VI Provisions (Civil Rights Act) shall bind the parties, their successors and assigns.
14. Below is a listing of all documents forming this agreement:
 - a. Agreement Form – this document titled “Municipal Snow and Ice Agreement”
 - b. Contract Adjustment Worksheet – shows the breakdown of the Estimated Expenditure
 - c. Appendix “A” – New York State Standard Clauses for New York State Contracts
 - d. Appendix “A-1” – Supplemental Title VI Provisions (Civil Rights Act)
 - e. Municipal Resolution – duly adopted Municipal resolution authorizing the appropriate Municipal official to execute this Agreement on behalf of the Municipality and appropriating the funding required therefore
 - f. Attachment Map – defining the municipality’s work limits that satisfies the requirements in Section 7 of this Agreement

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STANDARD CLAUSES FOR NYS CONTRACTS

The parties to the attached contract, license, lease, amendment or other agreement of any kind (hereinafter, "the contract" or "this contract") agree to be bound by the following clauses which are hereby made a part of the contract (the word "Contractor" herein refers to any party other than the State, whether a contractor, licensor, licensee, lessor, lessee or any other party):

1. EXECUTORY CLAUSE. In accordance with Section 41 of the State Finance Law, the State shall have no liability under this contract to the Contractor or to anyone else beyond funds appropriated and available for this contract.

2. NON-ASSIGNMENT CLAUSE. In accordance with Section 138 of the State Finance Law, this contract may not be assigned by the Contractor or its right, title or interest therein assigned, transferred, conveyed, sublet or otherwise disposed of without the State's previous written consent, and attempts to do so are null and void. Notwithstanding the foregoing, such prior written consent of an assignment of a contract let pursuant to Article XI of the State Finance Law may be waived at the discretion of the contracting agency and with the concurrence of the State Comptroller where the original contract was subject to the State Comptroller's approval, where the assignment is due to a reorganization, merger or consolidation of the Contractor's business entity or enterprise. The State retains its right to approve an assignment and to require that any Contractor demonstrate its responsibility to do business with the State. The Contractor may, however, assign its right to receive payments without the State's prior written consent unless this contract concerns Certificates of Participation pursuant to Article 5-A of the State Finance Law.

3. COMPTROLLER'S APPROVAL. In accordance with Section 112 of the State Finance Law (or, if this contract is with the State University or City University of New York, Section 355 or Section 6218 of the Education Law), if this contract exceeds \$50,000 (or the minimum thresholds agreed to by the Office of the State Comptroller for certain S.U.N.Y. and C.U.N.Y. contracts), or if this is an amendment for any amount to a contract which, as so amended, exceeds said statutory amount, or if, by this contract, the State agrees to give something other than money when the value or reasonably estimated value of such consideration exceeds \$25,000, it shall not be valid, effective or binding upon the State until it has been approved by the State Comptroller and filed in his office. Comptroller's approval of contracts let by the Office of General Services is required when such contracts exceed \$85,000 (State Finance Law § 163.6-a). However, such pre-approval shall not be required for any contract established as a centralized contract through the Office of General Services or for a purchase order or other transaction issued under such centralized contract.

4. WORKERS' COMPENSATION BENEFITS. In accordance with Section 142 of the State Finance Law, this contract shall be void and of no force and effect unless the

Contractor shall provide and maintain coverage during the life of this contract for the benefit of such employees as are required to be covered by the provisions of the Workers' Compensation Law.

5. NON-DISCRIMINATION REQUIREMENTS. To the extent required by Article 15 of the Executive Law (also known as the Human Rights Law) and all other State and Federal statutory and constitutional non-discrimination provisions, the Contractor will not discriminate against any employee or applicant for employment, nor subject any individual to harassment, because of age, race, creed, color, national origin, sexual orientation, gender identity or expression, military status, sex, disability, predisposing genetic characteristics, familial status, marital status, or domestic violence victim status or because the individual has opposed any practices forbidden under the Human Rights Law or has filed a complaint, testified, or assisted in any proceeding under the Human Rights Law. Furthermore, in accordance with Section 220-e of the Labor Law, if this is a contract for the construction, alteration or repair of any public building or public work or for the manufacture, sale or distribution of materials, equipment or supplies, and to the extent that this contract shall be performed within the State of New York, Contractor agrees that neither it nor its subcontractors shall, by reason of race, creed, color, disability, sex, or national origin: (a) discriminate in hiring against any New York State citizen who is qualified and available to perform the work; or (b) discriminate against or intimidate any employee hired for the performance of work under this contract. If this is a building service contract as defined in Section 230 of the Labor Law, then, in accordance with Section 239 thereof, Contractor agrees that neither it nor its subcontractors shall by reason of race, creed, color, national origin, age, sex or disability: (a) discriminate in hiring against any New York State citizen who is qualified and available to perform the work; or (b) discriminate against or intimidate any employee hired for the performance of work under this contract. Contractor is subject to fines of \$50.00 per person per day for any violation of Section 220-e or Section 239 as well as possible termination of this contract and forfeiture of all moneys due hereunder for a second or subsequent violation.

6. WAGE AND HOURS PROVISIONS. If this is a public work contract covered by Article 8 of the Labor Law or a building service contract covered by Article 9 thereof, neither Contractor's employees nor the employees of its subcontractors may be required or permitted to work more than the number of hours or days stated in said statutes, except as otherwise provided in the Labor Law and as set forth in prevailing wage and supplement schedules issued by the State Labor Department. Furthermore, Contractor and its subcontractors must pay at least the prevailing wage rate and pay or provide the prevailing supplements, including the premium rates for overtime pay, as determined by the State Labor Department in accordance with the Labor Law. Additionally, effective April 28, 2008, if this is a public work contract covered by Article 8 of the Labor Law, the Contractor understands and agrees that the filing of payrolls in a manner consistent with Subdivision 3-

a of Section 220 of the Labor Law shall be a condition precedent to payment by the State of any State approved sums due and owing for work done upon the project.

7. NON-COLLUSIVE BIDDING CERTIFICATION. In accordance with Section 139-d of the State Finance Law, if this contract was awarded based upon the submission of bids, Contractor affirms, under penalty of perjury, that its bid was arrived at independently and without collusion aimed at restricting competition. Contractor further affirms that, at the time Contractor submitted its bid, an authorized and responsible person executed and delivered to the State a non-collusive bidding certification on Contractor's behalf.

8. INTERNATIONAL BOYCOTT PROHIBITION. In accordance with Section 220-f of the Labor Law and Section 139-h of the State Finance Law, if this contract exceeds \$5,000, the Contractor agrees, as a material condition of the contract, that neither the Contractor nor any substantially owned or affiliated person, firm, partnership or corporation has participated, is participating, or shall participate in an international boycott in violation of the federal Export Administration Act of 1979 (50 USC App. Sections 2401 et seq.) or regulations thereunder. If such Contractor, or any of the aforesaid affiliates of Contractor, is convicted or is otherwise found to have violated said laws or regulations upon the final determination of the United States Commerce Department or any other appropriate agency of the United States subsequent to the contract's execution, such contract, amendment or modification thereto shall be rendered forfeit and void. The Contractor shall so notify the State Comptroller within five (5) business days of such conviction, determination or disposition of appeal (2 NYCRR § 105.4).

9. SET-OFF RIGHTS. The State shall have all of its common law, equitable and statutory rights of set-off. These rights shall include, but not be limited to, the State's option to withhold for the purposes of set-off any moneys due to the Contractor under this contract up to any amounts due and owing to the State with regard to this contract, any other contract with any State department or agency, including any contract for a term commencing prior to the term of this contract, plus any amounts due and owing to the State for any other reason including, without limitation, tax delinquencies, fee delinquencies or monetary penalties relative thereto. The State shall exercise its set-off rights in accordance with normal State practices including, in cases of set-off pursuant to an audit, the finalization of such audit by the State agency, its representatives, or the State Comptroller.

10. RECORDS. The Contractor shall establish and maintain complete and accurate books, records, documents, accounts and other evidence directly pertinent to performance under this contract (hereinafter, collectively, the "Records"). The Records must be kept for the balance of the calendar year in which they were made and for six (6) additional years thereafter. The State Comptroller, the Attorney General and any other person or entity authorized to conduct an examination, as well as the

agency or agencies involved in this contract, shall have access to the Records during normal business hours at an office of the Contractor within the State of New York or, if no such office is available, at a mutually agreeable and reasonable venue within the State, for the term specified above for the purposes of inspection, auditing and copying. The State shall take reasonable steps to protect from public disclosure any of the Records which are exempt from disclosure under Section 87 of the Public Officers Law (the "Statute") provided that: (i) the Contractor shall timely inform an appropriate State official, in writing, that said records should not be disclosed; and (ii) said records shall be sufficiently identified; and (iii) designation of said records as exempt under the Statute is reasonable. Nothing contained herein shall diminish, or in any way adversely affect, the State's right to discovery in any pending or future litigation.

11. IDENTIFYING INFORMATION AND PRIVACY NOTIFICATION. (a) Identification Number(s). Every invoice or New York State Claim for Payment submitted to a New York State agency by a payee, for payment for the sale of goods or services or for transactions (e.g., leases, easements, licenses, etc.) related to real or personal property must include the payee's identification number. The number is any or all of the following: (i) the payee's Federal employer identification number, (ii) the payee's Federal social security number, and/or (iii) the payee's Vendor Identification Number assigned by the Statewide Financial System. Failure to include such number or numbers may delay payment. Where the payee does not have such number or numbers, the payee, on its invoice or Claim for Payment, must give the reason or reasons why the payee does not have such number or numbers.

(b) Privacy Notification. (1) The authority to request the above personal information from a seller of goods or services or a lessor of real or personal property, and the authority to maintain such information, is found in Section 5 of the State Tax Law. Disclosure of this information by the seller or lessor to the State is mandatory. The principal purpose for which the information is collected is to enable the State to identify individuals, businesses and others who have been delinquent in filing tax returns or may have understated their tax liabilities and to generally identify persons affected by the taxes administered by the Commissioner of Taxation and Finance. The information will be used for tax administration purposes and for any other purpose authorized by law. (2) The personal information is requested by the purchasing unit of the agency contracting to purchase the goods or services or lease the real or personal property covered by this contract or lease. The information is maintained in the Statewide Financial System by the Vendor Management Unit within the Bureau of State Expenditures, Office of the State Comptroller, 110 State Street, Albany, New York 12236.

12. EQUAL EMPLOYMENT OPPORTUNITIES FOR MINORITIES AND WOMEN. In accordance with Section 312 of the Executive Law and 5 NYCRR Part 143, if this contract is: (i) a written agreement or purchase order instrument, providing for a total expenditure in excess of

\$25,000.00, whereby a contracting agency is committed to expend or does expend funds in return for labor, services, supplies, equipment, materials or any combination of the foregoing, to be performed for, or rendered or furnished to the contracting agency; or (ii) a written agreement in excess of \$100,000.00 whereby a contracting agency is committed to expend or does expend funds for the acquisition, construction, demolition, replacement, major repair or renovation of real property and improvements thereon; or (iii) a written agreement in excess of \$100,000.00 whereby the owner of a State assisted housing project is committed to expend or does expend funds for the acquisition, construction, demolition, replacement, major repair or renovation of real property and improvements thereon for such project, then the following shall apply and by signing this agreement the Contractor certifies and affirms that it is Contractor's equal employment opportunity policy that:

(a) The Contractor will not discriminate against employees or applicants for employment because of race, creed, color, national origin, sex, age, disability or marital status, shall make and document its conscientious and active efforts to employ and utilize minority group members and women in its work force on State contracts and will undertake or continue existing programs of affirmative action to ensure that minority group members and women are afforded equal employment opportunities without discrimination. Affirmative action shall mean recruitment, employment, job assignment, promotion, upgradings, demotion, transfer, layoff, or termination and rates of pay or other forms of compensation;

(b) at the request of the contracting agency, the Contractor shall request each employment agency, labor union, or authorized representative of workers with which it has a collective bargaining or other agreement or understanding, to furnish a written statement that such employment agency, labor union or representative will not discriminate on the basis of race, creed, color, national origin, sex, age, disability or marital status and that such union or representative will affirmatively cooperate in the implementation of the Contractor's obligations herein; and

(c) the Contractor shall state, in all solicitations or advertisements for employees, that, in the performance of the State contract, all qualified applicants will be afforded equal employment opportunities without discrimination because of race, creed, color, national origin, sex, age, disability or marital status.

Contractor will include the provisions of "a," "b," and "c" above, in every subcontract over \$25,000.00 for the construction, demolition, replacement, major repair, renovation, planning or design of real property and improvements thereon (the "Work") except where the Work is for the beneficial use of the Contractor. Section 312 does not apply to: (i) work, goods or services unrelated to this contract; or (ii) employment outside New York State. The State shall consider compliance by a contractor or subcontractor with the requirements of any federal law concerning equal employment opportunity which effectuates the purpose of this clause. The

contracting agency shall determine whether the imposition of the requirements of the provisions hereof duplicate or conflict with any such federal law and if such duplication or conflict exists, the contracting agency shall waive the applicability of Section 312 to the extent of such duplication or conflict. Contractor will comply with all duly promulgated and lawful rules and regulations of the Department of Economic Development's Division of Minority and Women's Business Development pertaining hereto.

13. CONFLICTING TERMS. In the event of a conflict between the terms of the contract (including any and all attachments thereto and amendments thereof) and the terms of this Appendix A, the terms of this Appendix A shall control.

14. GOVERNING LAW. This contract shall be governed by the laws of the State of New York except where the Federal supremacy clause requires otherwise.

15. LATE PAYMENT. Timeliness of payment and any interest to be paid to Contractor for late payment shall be governed by Article 11-A of the State Finance Law to the extent required by law.

16. NO ARBITRATION. Disputes involving this contract, including the breach or alleged breach thereof, may not be submitted to binding arbitration (except where statutorily authorized), but must, instead, be heard in a court of competent jurisdiction of the State of New York.

17. SERVICE OF PROCESS. In addition to the methods of service allowed by the State Civil Practice Law & Rules ("CPLR"), Contractor hereby consents to service of process upon it by registered or certified mail, return receipt requested. Service hereunder shall be complete upon Contractor's actual receipt of process or upon the State's receipt of the return thereof by the United States Postal Service as refused or undeliverable. Contractor must promptly notify the State, in writing, of each and every change of address to which service of process can be made. Service by the State to the last known address shall be sufficient. Contractor will have thirty (30) calendar days after service hereunder is complete in which to respond.

18. PROHIBITION ON PURCHASE OF TROPICAL HARDWOODS. The Contractor certifies and warrants that all wood products to be used under this contract award will be in accordance with, but not limited to, the specifications and provisions of Section 165 of the State Finance Law, (Use of Tropical Hardwoods) which prohibits purchase and use of tropical hardwoods, unless specifically exempted, by the State or any governmental agency or political subdivision or public benefit corporation. Qualification for an exemption under this law will be the responsibility of the contractor to establish to meet with the approval of the State.

In addition, when any portion of this contract involving the use of woods, whether supply or installation, is to be performed by

any subcontractor, the prime Contractor will indicate and certify in the submitted bid proposal that the subcontractor has been informed and is in compliance with specifications and provisions regarding use of tropical hardwoods as detailed in § 165 State Finance Law. Any such use must meet with the approval of the State; otherwise, the bid may not be considered responsive. Under bidder certifications, proof of qualification for exemption will be the responsibility of the Contractor to meet with the approval of the State.

19. MACBRIDE FAIR EMPLOYMENT PRINCIPLES (APPLICABLE ONLY IN NON-FEDERAL AID NEW YORK STATE CONTRACTS). In accordance with the MacBride Fair Employment Principles (Chapter 807 of the Laws of 1992), the Contractor hereby stipulates that the Contractor either (a) has no business operations in Northern Ireland, or (b) shall take lawful steps in good faith to conduct any business operations in Northern Ireland in accordance with the MacBride Fair Employment Principles (as described in Section 165 of the New York State Finance Law), and shall permit independent monitoring of compliance with such principles.

20. OMNIBUS PROCUREMENT ACT OF 1992 (APPLICABLE ONLY IN NON-FEDERAL AID NEW YORK STATE CONTRACTS). It is the policy of New York State to maximize opportunities for the participation of New York State business enterprises, including minority- and women-owned business enterprises as bidders, subcontractors and suppliers on its procurement contracts.

Information on the availability of New York State subcontractors and suppliers is available from:

NYS Department of Economic Development
Division for Small Business
Albany, New York 12245
Telephone: 518-292-5100
Fax: 518-292-5884
email: opa@esd.ny.gov

A directory of certified minority- and women-owned business enterprises is available from:

NYS Department of Economic Development
Division of Minority and Women's Business Development
633 Third Avenue
New York, NY 10017
212-803-2414
email: mwbecertification@esd.ny.gov
<https://ny.newnycontracts.com/FrontEnd/VendorSearchPublic.asp>

The Omnibus Procurement Act of 1992 (Chapter 844 of the Laws of 1992, codified in State Finance Law § 139-i and Public Authorities Law § 2879(3)(n)–(p)) requires that by signing this bid proposal or contract, as applicable, Contractors certify that whenever the total bid amount is greater than \$1 million:

(a) The Contractor has made reasonable efforts to encourage the participation of New York State Business Enterprises as suppliers and subcontractors, including certified minority- and women-owned business enterprises, on this project, and has retained the documentation of these efforts to be provided upon request to the State;

(b) The Contractor has complied with the Federal Equal Opportunity Act of 1972 (P.L. 92-261), as amended;

(c) The Contractor agrees to make reasonable efforts to provide notification to New York State residents of employment opportunities on this project through listing any such positions with the Job Service Division of the New York State Department of Labor, or providing such notification in such manner as is consistent with existing collective bargaining contracts or agreements. The Contractor agrees to document these efforts and to provide said documentation to the State upon request; and

(d) The Contractor acknowledges notice that the State may seek to obtain offset credits from foreign countries as a result of this contract and agrees to cooperate with the State in these efforts.

21. RECIPROCITY AND SANCTIONS PROVISIONS. Bidders are hereby notified that if their principal place of business is located in a country, nation, province, state or political subdivision that penalizes New York State vendors, and if the goods or services they offer will be substantially produced or performed outside New York State, the Omnibus Procurement Act 1994 and 2000 amendments (Chapter 684 and Chapter 383, respectively, codified in State Finance Law § 165(6) and Public Authorities Law § 2879(5)) require that they be denied contracts which they would otherwise obtain. NOTE: As of October 2019, the list of discriminatory jurisdictions subject to this provision includes the states of South Carolina, Alaska, West Virginia, Wyoming, Louisiana and Hawaii.

22. COMPLIANCE WITH BREACH NOTIFICATION AND DATA SECURITY LAWS. Contractor shall comply with the provisions of the New York State Information Security Breach and Notification Act (General Business Law § 899-aa and State Technology Law § 208) and commencing March 21, 2020 shall also comply with General Business Law § 899-bb.

23. COMPLIANCE WITH CONSULTANT DISCLOSURE LAW. If this is a contract for consulting services, defined for purposes of this requirement to include analysis, evaluation, research, training, data processing, computer programming, engineering, environmental, health, and mental health services, accounting, auditing, paralegal, legal or similar services, then, in accordance with Section 163 (4)(g) of the State Finance Law (as amended by Chapter 10 of the Laws of 2006), the Contractor shall timely, accurately and properly comply with the requirement to submit an annual employment report for the contract to the agency that awarded

the contract, the Department of Civil Service and the State Comptroller.

24. PROCUREMENT LOBBYING. To the extent this agreement is a "procurement contract" as defined by State Finance Law §§ 139-j and 139-k, by signing this agreement the contractor certifies and affirms that all disclosures made in accordance with State Finance Law §§ 139-j and 139-k are complete, true and accurate. In the event such certification is found to be intentionally false or intentionally incomplete, the State may terminate the agreement by providing written notification to the Contractor in accordance with the terms of the agreement.

25. CERTIFICATION OF REGISTRATION TO COLLECT SALES AND COMPENSATING USE TAX BY CERTAIN STATE CONTRACTORS, AFFILIATES AND SUBCONTRACTORS.

To the extent this agreement is a contract as defined by Tax Law § 5-a, if the contractor fails to make the certification required by Tax Law § 5-a or if during the term of the contract, the Department of Taxation and Finance or the covered agency, as defined by Tax Law § 5-a, discovers that the certification, made under penalty of perjury, is false, then such failure to file or false certification shall be a material breach of this contract and this contract may be terminated, by providing written notification to the Contractor in accordance with the terms of the agreement, if the covered agency determines that such action is in the best interest of the State.

26. IRAN DIVESTMENT ACT. By entering into this Agreement, Contractor certifies in accordance with State Finance Law § 165-a that it is not on the "Entities Determined to be Non-Responsive Bidders/Offerers pursuant to the New York State Iran Divestment Act of 2012" ("Prohibited Entities List") posted at: <https://ogs.ny.gov/list-entities-determined-be-non-responsive-biddersofferers-pursuant-nys-iran-divestment-act-2012>

Contractor further certifies that it will not utilize on this Contract any subcontractor that is identified on the Prohibited Entities List. Contractor agrees that should it seek to renew or extend this Contract, it must provide the same certification at the time the Contract is renewed or extended. Contractor also agrees that any proposed Assignee of this Contract will be required to certify that it is not on the Prohibited Entities List before the contract assignment will be approved by the State.

During the term of the Contract, should the state agency receive information that a person (as defined in State Finance Law § 165-a) is in violation of the above-referenced certifications, the state agency will review such information and offer the person an opportunity to respond. If the person fails to demonstrate that it has ceased its engagement in the investment activity which is in violation of the Act within 90 days after the determination of such violation, then the state agency shall take such action as may be appropriate and provided for by law, rule, or contract, including, but not limited to, imposing sanctions,

seeking compliance, recovering damages, or declaring the Contractor in default.

The state agency reserves the right to reject any bid, request for assignment, renewal or extension for an entity that appears on the Prohibited Entities List prior to the award, assignment, renewal or extension of a contract, and to pursue a responsibility review with respect to any entity that is awarded a contract and appears on the Prohibited Entities list after contract award.

27. ADMISSIBILITY OF REPRODUCTION OF CONTRACT. Notwithstanding the best evidence rule or any other legal principle or rule of evidence to the contrary, the Contractor acknowledges and agrees that it waives any and all objections to the admissibility into evidence at any court proceeding or to the use at any examination before trial of an electronic reproduction of this contract, in the form approved by the State Comptroller, if such approval was required, regardless of whether the original of said contract is in existence.

APPENDIX A-1 SUPPLEMENTAL TITLE VI PROVISIONS (CIVIL RIGHTS ACT)
(To be included in all contracts)

During the performance of this contract, the contractor, for itself, its assignees and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

- (1) Compliance with Regulations:** The contractor shall comply with the Regulation relative to nondiscrimination in Federally assisted programs of the Department of Transportation of the United States, Title 49, Code of Federal Regulations, Part 21, and the Federal Highway Administration (hereinafter "FHWA") Title 23, Code of Federal Regulations, Part 200 as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.
- (2) Nondiscrimination:** The Contractor, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, religion, age, color, sex or national origin, sex, age, and disability/handicap in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by 49 CFR, section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.
- (3) Solicitations for Subcontractors, Including Procurements of Materials and Equipment:** In all solicitations either by competitive bidding or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the contractor of the contractor's obligations under this contract and the Regulations relative to nondiscrimination on the grounds of race, color, or national origin, sex, age, and disability/handicap.
- (4) Information and Reports:** The contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by NYSDOT or the FHWA to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information the contractor shall so certify to NYSDOT's Office of Civil Rights or FHWA, as appropriate, and shall set forth what efforts it has made to obtain the information.
- (5) Sanctions for Noncompliance:** In the event of the contractor's noncompliance with the nondiscrimination provisions of this contract, NYSDOT shall impose such contract sanctions as it or the FHWA may determine to be appropriate, including, but not limited to:
 - a) Withholding of payments to the contractor under the contract until the contractor complies; and/or
 - b) Cancellation, termination or suspension of the contract, in whole or in part.
- (6) Incorporation of Provisions:** The contractor shall include the provisions of paragraphs (1) through (6) in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto.

The contractor shall take such action with respect to any subcontractor procurement as NYSDOT or the FHWA may direct as a means of enforcing such provisions including sanctions for non-compliance: Provided, however, that in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the contractor may request NYSDOT to enter into such litigation to protect the interests of NYSDOT, and, in addition, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

NYSDOT MUNICIPAL SNOW & ICE CONTRACTS

Estimated Expenditure Calculation/Adjustment Worksheet For Time & Materials S&I Agreements

MUNICIPALITY : Town of Pittsford

NEW CONTRACT : D014742

INITIAL CONTRACT PERIOD : 7/1/19 – 6/30/24

PREVIOUS CONTRACT INFORMATION BELOW: CONTRACT D139725

2018/19 Actual Final \$373,277.26

2017/18 Actual Final \$292,774.06

2016/17 Actual Final \$245,605.80

3 YEAR AVERAGE \$303,885.71

**Total NEW Base Contract Value
(3-year average x 5)** **\$1,519,428.55**

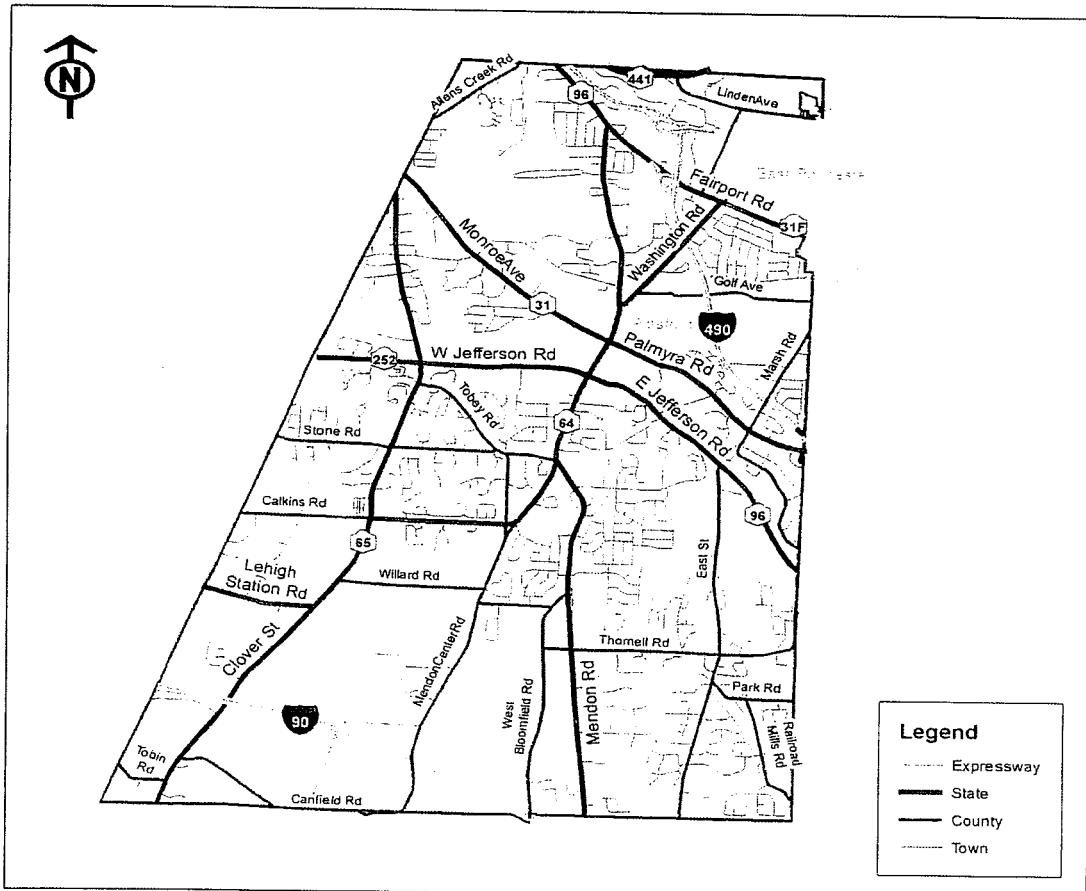
Recommended By:



Transportation Maintenance Representative

Snow Ice Responsibility Map
2019 - 2020 Season

Town of Pittsford



Contract Miles

C. L.	Lane	
27.5	70.88	

Doug B. Abel
Regional Director of Operations

1/7/2020
Date

Dee Bell
Municipality Representative

12-31-2019
Date

AUTHORIZATION FOR 2019/2020 SNOW & ICE AGREEMENT WITH NEW YORK STATE DEPARTMENT OF TRANSPORTATION

The following Resolution was offered by Deputy Supervisor Munzinger, seconded by Councilman Beckford:

RESOLVED, that Town Board authorizes new five-year contract for snow and ice control between the Town of Pittsford and New York State Department of Transportation with a contracted amount of \$303,885.71 for the 2019/2020 snow and ice season, and that the Commissioner of Public Works is authorized to sign the agreement.

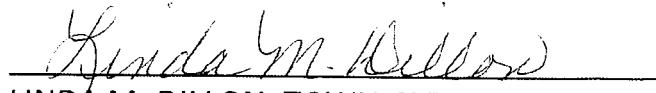
Vote:

Supervisor William A. Smith, Jr.	Voting	Aye
Deputy Supervisor Katherine B. Munzinger	Voting	Aye
Councilman Kevin S. Beckford	Voting	Aye
Councilman Matthew J. O'Connor	Voting	Aye
Councilwoman Stephanie Townsend	Voting	Aye

The Resolution was declared adopted.

I, LINDA M. DILLON, TOWN OF CLERK OF THE TOWN OF PITTSFORD, certify that the above resolution is a true and exact copy of a resolution adopted by the Town Board of the Town of Pittsford at a special meeting on Monday, December 23, 2019 at 10:00 A.M. local time in Pittsford Town Hall.

Dated: December 31, 2019



LINDA M. DILLON, TOWN CLERK
TOWN OF PITTSFORD, NEW YORK

MEMORANDUM

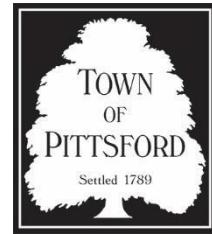
To: Pittsford Town Board

From: Paul Schenkel – Commissioner of Public Works

Date: February 19, 2025

Regarding: Renewal of Field Use Agreement with Pittsford Central School District

For Meeting On: February 26, 2025



Ladies and Gentlemen:

The Town of Pittsford and the Pittsford Central School District (PCSD) have had an agreement about the use, scheduling, and care of athletic fields for over 2 decades. The agreement was substantially changed in 2015 when both jurisdictions upgraded many of their athletic fields. The agreement is due for another 5-year renewal. The terms of the agreement have not changed from the last renewal.

I recommend that the Town Board authorize the Town Supervisor to execute the 5-year Field Use Agreement with the Pittsford Central School District. In the event the Town Board determines that the proposed action should be taken, the following Resolution is suggested:

RESOLUTION

Resolved, that Town Board authorizes the Town Supervisor to execute a five-year Field Use agreement with the Pittsford Central School District

FIELD USE AGREEMENT

This Agreement is made between the Pittsford-Central School District, with offices at 75 Barker Road, Pittsford, New York 14534, ("School") and the Town of Pittsford, with offices at 11 South Main Street, Pittsford, New York 14534 ("Town"). The School and the Town are each a "Party" and, collectively, are the "Parties."

WHEREAS, this Agreement is made pursuant to General Municipal Law, Section 244-b; and

WHEREAS, the Parties currently maintain athletic fields which have the capacity to assist in providing for the field usage needs of the Parties as well as the community, youth and adult sports organizations and other, non-local similar organizations and residents (collectively, "Third Parties"); and

WHEREAS, the Town owns the following athletic fields, in the following Town parks or recreational areas: Great Embankment Park, Hopkins Park, Thornell Farm Park, and Farm View Park (collectively, the "Town Fields"); and

WHEREAS, the School owns the athletic fields at the following schools: Sutherland High School, Mendon High School, Calkins Road Middle School, Barker Road Middle School, Jefferson Road Elementary School, Thornell Road Elementary School, Mendon Center Elementary School, Park Road Elementary School, and Allens Creek Road Elementary School (collectively, the "School Fields"). The Town Fields and the School Fields are collectively, the "Fields;" and

WHEREAS, the Parties are mutually desirous of providing for such field usage needs, to the greatest extent possible, and of mutually cooperating in maintenance and operation of the Fields of the Parties, to ensure that the Fields are available as much as reasonably possible, while, at the same time, maintaining the overall quality of the Fields in the best condition possible; and

WHEREAS, it is in the interest of the taxpayers of the School and the Town to share resources in operating the Fields and related facilities; and

WHEREAS, it is determined that while liability risks are inherent when operating public parks and other similar projects, no substantial additional risk is occasioned on the part of either party by entering into this Agreement; and

WHEREAS, the Parties have mutually determined that the terms and conditions of this Agreement fully and accurately set forth their intentions and agreements

NOW, THEREFORE, in consideration of the mutual promises, covenants and understandings between the parties set forth herein, with respect to each matter set forth herein, it is hereby agreed as follows:

Purpose and Intent

1. The purpose and intent of this Agreement is to establish and maintain intermunicipal cooperation between the Parties as to the maintenance, operation and shared use of the Fields by the Parties and by Third Parties.
2. The Parties each recognize and agree that their respective Fields represent significant community resources and that the sharing of such assets between the Parties and with Third Parties benefits the entire community, by promoting the health, welfare, personal growth and development of its residents.
3. The Parties further recognize and agree that a coordinated program of Field maintenance, including a sharing of equipment, personnel and expertise, as appropriate, is the most appropriate method of ensuring that all of the Fields of the Parties are kept in the best possible condition, for the benefit of the Parties and Third Parties and that it is in the best interests of the taxpayers of the Parties to share resources in operating and maintaining the Fields.
4. The Parties mutually acknowledge and agree that the most appropriate priority of availability of Fields is summarized in the following order:
 - a. Town with respect to Town Fields and School with respect to School Fields.
 - b. Town with respect to School Fields and School with respect to Town Fields.
 - c. Local youth organizations.
 - d. Local adult organizations.
 - e. Other youth organizations.
 - f. Other adult organizations.
 - g. Individual requests.
5. The Parties further mutually acknowledge and agree that ongoing communication between the Parties and information sharing with respect to the needs of each Party, as well as Third Parties, is imperative in order to meet their mutual goal of providing field availability to the greatest extent possible.

6. The Parties agree that they will cooperate with one another, both by their respective Boards as well as on a staff level, as to all logistics involved with the implementation of the purposes, terms and conditions of this Agreement.

Thornell Farm Park Turf Field

7. The Town will continue to deposit, on or before April 1st of each year, \$9,000.00 annually into a stand-alone account ("Turf Maintenance Fund") to fund the repair and/or replacement of the turf on the Turf Field when deemed appropriate, as determined by the Town.

8. In consideration for the Town financing and constructing the Turf Field, as well as the School's use of the Turf Field, in accordance with the provisions of this Agreement the School will pay to the Town, on or before April 1st of each year, the sum of \$36,000.00, annually, which such sum shall be deposited by the Town into the aforesaid Turf Maintenance Fund, for such Fund's purposes.

9. Further, so long as the Turf Field is compatible with other turf fields owned and maintained by the School, the School will perform, at no cost to the Town, "turf raking" and other, similar routine maintenance requiring specialized turf maintenance equipment on the Turf Field.

Field Maintenance Program

10. As soon as practical following the execution of this Agreement, appropriate representatives of the Town's Parks Department and the School's Operations and Maintenance Department will jointly develop a Field Maintenance Program ("Program"), subject to the approval of the respective Boards of the Parties, designed to ensure consistency as to the field conditions of Fields of the Parties.

11. The Program will include standards relating to appropriate watering and fertilization of Fields, repairs, grading and re-grading, resting periods and the like, together with mowing height, field striping and field condition requirements for use.

12. The Program will also include provisions for cooperative maintenance of Fields by the Parties, so as to take advantage of equipment, manpower and expertise of the respective Parties, to the greatest extent possible.

13. General oversight of the Program by appropriate municipal officials will be accomplished through regular, periodic, and at a minimum, annual reports by the appropriate department heads to the School's Board of Education and the Town's Town Board or their respective designees.

Reciprocal Use of Fields and Field Use Policy

14. Each year, in advance of both the spring/summer sports season and the fall sports season, the Town's Recreation Director and the School's Athletic Director will exchange their respective schedules of use of their own Fields and will discuss and agree upon a schedule of use of the Town's Fields by the School and the School's Fields by the Town, subject to the approval of the respective Boards of the Parties.

15. The schedules of use shall take into consideration the Field Maintenance Program requirements developed by the Parties pursuant to the provisions of Paragraphs 11 and 12 hereof.

16. The schedules of use shall also take into consideration the needs and desires of Third Parties to use the Fields, consistent with the goals of this Agreement, such that the Town and the School will schedule reciprocal use of each other's fields only as necessary and not to the unnecessary exclusion of use by Third Parties.

17. The Parties will also discuss and agree upon a joint policy regarding rules and regulations for Field use ("Field Use Policy"), covering policy topics such as appropriate lining of Fields, dragging of infields on baseball fields and other maintenance of Fields in between games; trash and debris removal following Field use; rules and regulations during Field use; and other, related, policy topics. The Field Use Policy agreed upon by the Parties shall apply equally to the Parties as well as to Third Parties using the Fields of the Parties.

18. The reciprocal use of Fields by the Parties will, at all times, be subject to the Parties leaving their respective Fields in the same condition as found before use, reasonable wear and tear excepted, together with an on-going responsibility to perform repairs or maintenance that directly result from such use of the other Party's Field.

19. The Town will not charge the School for use of Town Fields, and the School will not charge the Town for use of School Fields.

Schedule of Fees and Field Use by Third Parties

20. As soon as practical following the execution of this Agreement, the Town's Town Board and the School's Board of Education will discuss and agree upon a schedule of fees to be charged by the Parties for use of fields by Third Parties, for each of the various types of Fields, based on configuration, size, type of surface, and other appropriate factors. Thereafter, the schedule of fees shall be reviewed, at least annually, and adjusted, as appropriate. In all events, the schedule of

fees shall be subject to the approval of the respective Boards of the Parties shall be consistent for both Town and School Fields.

21. Each year, in advance of both the spring/summer sports season and the fall sports season, the Town's Recreation Director and the School's Athletic Director will jointly meet with the Third Parties that have requested to use the Town's and/or School's Fields, in order to discuss and agree upon a schedule of use of the Fields by such Third Parties.

22. In determining the use of Fields by Third Parties, priority shall be given to organizations in the following order:

- a. Local youth sports organizations.
- b. Local adult sports organizations.
- c. Local youth organizations.
- d. Local adult organizations.
- e. Other youth organizations.
- f. Other adult organizations.

For the purposes of this Agreement, the term "Local" shall refer to organizations in which at least a majority of their participants have their primary place of residence located in the Town of Pittsford or the Pittsford Central School District, as well as that meet such additional rules, regulations and/or requirements as may be established from time to time by the Parties. The priorities set forth in paragraph 4 herein and in this paragraph may vary to accommodate extraordinary circumstances (e.g., the scheduling of fundraising tournaments for local youth sports organizations) upon the mutual written consent of the parties.

23. The schedule of use by the above Third Parties shall include both games and practices times and shall give equal priority of use to Town and School Fields.

Tracking of Field Use

24. As soon as practical following the execution of this Agreement, the Town's Recreation Director and the School's Athletic Director will develop a system relative to the tracking of Field usage that will allow both Parties to have information as to the scheduling of Field use by the other Party. Such system is intended to facilitate cooperative scheduling of Field use between the Parties and by Third Parties, the referral of Field use requests between the Parties, and to ensure

that Field use is equitably distributed among all of the Fields of the Parties, as part of the goal of the Parties to maintain consistent Field use and Field conditions.

25. The scheduling of Field use by Third Parties, other than the Third Party scheduling referred to above, shall be on a "first come, first served" basis and shall be subject to the Field resting periods established by the Parties as part of the Field Maintenance Program. The schedule of fees agreed upon by the Parties shall be applicable to all Third Parties. In the event that a request made to one of the Parties is unable to be met, due to Field usage that is already scheduled or Field resting periods, such Party shall refer the request to the other Party, for scheduling of use.

General Provisions

26. This Agreement shall commence upon execution by both Parties and shall have a term ending December 31, 2029. However, either Party may terminate this agreement upon at least one (1) year's written notice to the other; provided, however, that the terms, conditions and provisions of paragraphs 7, 8, 9 and 10 of this Agreement, relating to the Thornell Farm Park Turf Field, shall continue in effect until December 31st of the fifteenth (15th) year following completion by the Town of the Turf Field at the Thornell Farm Park; and provided further, however, either Party may terminate the provisions relating to the Thornell Farm Park Turf Field upon at least one (1) year's written notice to the other on or after the seventh (7th) year of the completion by the Town of the Turf Field at the Thornell Farm Park. Any written notice shall be given in accordance with the provisions of Paragraph 29 hereof.

27. This Agreement constitutes the entire Agreement between the Parties with respect to the matters contained herein, and no other representations, inducements, promises or agreements, oral or otherwise, not appearing herein, shall be of any force or effect.

28. Any notice which may be or is required to be given under the terms of this Agreement shall be in writing and shall be personally delivered, or sent by certified mail, return receipt requested. Notice to the School shall be addressed to the Superintendent of Schools. Notice to the Town shall be addressed to the Town Supervisor. Any notice that is sent by mail shall be deemed to have been given on the date it was mailed.

29. This Agreement shall be construed and enforced under the laws of the State of New York.

30. Should any clause or provision of this Agreement be declared invalid, void or unenforceable by any court having jurisdiction, such invalidity shall not affect the remaining portions of this Agreement unless the result would be manifestly inequitable or unjust.

31. Each party agrees to protect, defend, indemnify and hold the other party harmless from any and all claims for damage or injury arising from, or in any way related to the use of the Fields. Notwithstanding the foregoing, each party shall be liable for the negligence of its agents, contractors, employees, guests and invitees occurring in the performance of their duties in the same manner and to the same extent as if the negligence occurred in the exclusive performance of duties hereunder. Each party agrees that it will carry at all times general liability insurance naming the other party as an additional insured and applying to all use of Fields under this Agreement, in minimum amounts of \$1,000,000 for each occurrence, \$3,000,000 in the aggregate, and \$500,000 property damage, and an umbrella policy with a minimum limit of \$5,000,000, which shall be in a form acceptable to both parties. Both parties further agree to supply and have on file with the other party at all times the necessary certificates of insurance to comply with the aforementioned coverage and amounts.

32. Neither party to this Agreement shall assign, transfer, convey, sublet, or otherwise dispose of this Agreement, or of its right, title, or interest in this Agreement, to any other person without the previous written consent of the other party.

33. No waiver of any breach of any condition of the Agreement shall be binding unless in writing and signed by the party waiving said breach. No such waiver shall in any way affect any other term or condition of this Agreement or constitute a cause of excuse for a repetition of such or any other breach, unless the waiver shall include the same.

34. Each party represents, warrants and covenants to the other that each party has obtained all requisite consents necessary to enter into this Agreement and to consummate the transactions contemplated hereby and that the undersigned has been duly authorized to execute and deliver any and all documents necessary to effectuate the terms and conditions hereof.

No further text on this page. Signature page follows.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the day and year first written above.

Pittsford Central School District

By:

Richard

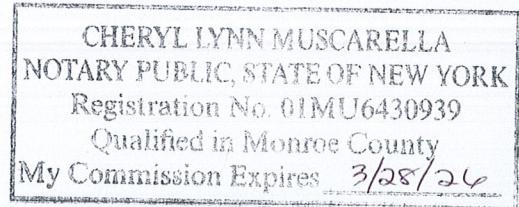
Michael D. Pero, Superintendent

Town of Pittsford

By:

William A. Smith, Jr., Supervisor

State of New York)
County of Monroe) ss:



On the 16 day of February, 2025, before me, the undersigned, personally appeared Michael D. Pero, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

State of New York)
County of Monroe) ss:

On the _____ day of _____, 2025, before me, the undersigned, personally appeared William A. Smith, Jr., personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

Notary Public

MEMORANDUM

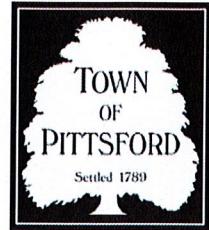
To: William A. Smith and Pittsford Town Board

From: Jessie R. Hollenbeck, Recreation Director

Date: February 19, 2025

Regarding: 2025 Community Events-Infrastructure

For Meeting On: February 26, 2025



Ladies and Gentlemen:

In planning for the upcoming 2025 special events season, the Recreation Department has requested and received quotes from a number of vendors. The Recreation Department asks that you review the following:

- Audio Images, Inc. - Provides sound, lighting and a Stageline SL100 mobile stage for community festivals for a price not to exceed \$10,080.
- McCarthy Tents & Events - Provides tents, tables, table covers and chairs for community festivals for a price not to exceed \$18,250.
- STS Security and Event Management - Provides security for a rate of \$38.50 per hour for NYS Certified Security Supervisors and \$35.00 per hour for NYS Certified Security Officers.
- Young Explosives Corporation – Young explosives will provide a fireworks display at the conclusion of the Main Street Food Truck and Music Fest for a price not to exceed \$3,500.
- Adventures in Climbing – Provides inflatable movie screen, sound system and staff for Family Outdoor Movies held on July 10, July 24, August 7 & August 21 for a price not to exceed \$5,600.
- Hammerl Amusements – Provides amusement rides and inflatables for Food Truck and Music Fest for a price not to exceed \$7,920.

The Town of Pittsford will obtain the appropriate documentation from vendors, including proof of insurance. Vendor payment amounts will be based on final orders and will be within the Recreation Department's 2025 events budget.

RESOLUTION

RESOLVED, that the Town Board authorize the Town Supervisor to sign a contract with the following vendors to allow them to provide their services for the Town of Pittsford's 2025 community events.

- Audio Images, Inc. for a fee not to exceed \$10,080.
- McCarthy Tents & Events for a fee not to exceed \$18,250.
- STS Security and Event Management for a rate of \$38.50 per hour for NYS Certified Security Supervisors and \$35.00 per hour for NYS Certified Security Officers.
- Young Explosives Corporation for a fee not to exceed \$3,500.
- Adventures in Climbing for a fee not to exceed \$5,600.
- Hammerl Amusements for a fee not to exceed \$7,920.



Audio Images Sound & Lighting, Inc
 P.O. Box 1453
 Batavia, New York 14021
 Phone: (585) 343-4050
 Fax: (585) 343-4060
www.audioimagesonline.com

Quote

Quote Number: 25-0059
 Pittsford Paddle & Pour 2025

Client
Town Of Pittsford Alison E. Burchett 35 Lincoln Ave. Pittsford, NY 14534 US Phone: 585-248-6280 Email: aburchett@townofpittsford.org

Bill to
Town Of Pittsford 35 Lincoln Avenue Pittsford, New York 14534 US Phone: 585-248-6280

Venue / Site

Account Manager	Customer PO	This quote is valid until
Joshua Rose		

Load In	Show Start	Show End	Load Out

Terms	Tax Rule	Deposit	Deposit Due Date
Net 15	NYS Genesee County (NT)	\$0.00	5/24/2025

Type Note	Qty.	Description	Note	Time	Rate	Price	Price Ext.
		Client to Provide Power..within 10 feet of stage.					
Staging							
Rental Tax	1	Stageline SL100	For Food Truck And Music Fest Only..	1	Day Rate	1,600.00	1,600.00
						Staging Total:	\$1,600.00
Package Price							
Rental Tax	1	Audio Package Price	Food Truck And Music	1	Day Rate	1,375.00	1,375.00
						Package Price Total:	\$1,375.00
Audio							
Rental Tax	1	RCF HDL 30 System 8X4				0.00	0.00
Rental Tax	8	RCF HDL-30A		1		0.00	0.00
Rental Tax	2	RCF HDL30 Dolly Cart		1		0.00	0.00
Rental Tax	2	RCF Cable Kit (HDL30)		1		0.00	0.00
Rental Tax	4	RCF SUB-9006AS		1		0.00	0.00
Rental Tax	2	RCF SUB-9006AS Dolly Board		1		0.00	0.00
Rental Tax	2	RCF HDL30 Fly Bar		1	Day Rate	0.00	0.00
Rental Tax	1	Whirlwind 40 channel snake package		1	Day Rate	0.00	0.00
Rental Tax	1	Whirlwind 40ch 3-way Head Case		1		0.00	0.00
Rental Tax	1	Whirlwind 40ch 250ft Snake		1		0.00	0.00
Rental Tax	1	Monitor amps & wedges Package				0.00	0.00
Rental Tax	3	TX2 4ch Amp Rack				0.00	0.00
Rental Tax	6	Yorkville TX2M				0.00	0.00
Rental Tax	3	R&R TX2M Case				0.00	0.00
Rental Tax	1	Yorkville NX720S		1	Day Rate	0.00	0.00
Rental Tax	1	IEC Power Cable		1		0.00	0.00
Rental Tax	1	Cable Ramp Kit - Guard Dog	Contains 14 cable ramp sections	1	Day Rate	0.00	0.00
Rental Tax	1	Stage Kit		1	Day Rate	0.00	0.00
Rental Tax	1	Small Mic Kit		1	Day Rate	0.00	0.00
Rental Tax	1	Feeder Kit		1	Day Rate	0.00	0.00
Rental Tax	1	SL100 Cable Kit		1	Day Rate	0.00	0.00

Type	Qty.	Description	Note	Time	Rate	Price	Price Ext.
Rental Tax	1	Audio Images LPD		1	Day Rate	0.00	0.00
Rental Tax	1	X32 FOH Package		1	Day Rate	0.00	0.00
Rental Tax	1	Behringer X32 Digital Mixer		1		0.00	0.00
Rental Tax	1	IEC Power Cable		1		0.00	0.00
Rental Tax	1	Behringer X32 Dust Cover		1		0.00	0.00
Rental Tax	1	Behringer X32 Case		1		0.00	0.00
Rental Tax	1	Whirlwind W1M-XLR F Fanout - 10ft		1		0.00	0.00
Rental Tax	1	Whirlwind W3 Fanout (40x0) - 10ft		1		0.00	0.00
						Audio Total:	\$0.00
Rental Tax	2	LED tree lighting kit		1	Day Rate	0.00	0.00
Rental Tax	4	4-Bar LED Par64		1		0.00	0.00
Rental Tax	4	Ultimate Stand [Black]		1		0.00	0.00
Rental Tax	2	Leviton N1000-006 6 Fader DMX Controller		1		0.00	0.00
Rental Tax	2	Leviton N1000 Wall Wart Power Supply		1		0.00	0.00
Rental Tax	2	5pin M to 3pin F DMX		1		0.00	0.00
Rental Tax	2	Leviton N1000 Case		1		0.00	0.00
Crowd Control							
Note		Client to Provide 4 Hands to Unload and reload Bike Rack At no cost to Audio Images.					
Rental Tax	1	Small bike rack trailer package	66 8ft sections of crowd control fencing on a 20ft trailer.	1	Day Rate	425.00	425.00
Rental Tax	65	Crowd Control Fencing - 8ft		1		0.00	0.00
Rental Tax	65	Crowd Control Fencing Main Body - 8'		1		0.00	0.00
Rental Tax	65	Crowd Control Fencing Narrow Base Foot	Includes bolt and nylock nut	1		0.00	0.00
Rental Tax	65	Crowd Control Fencing Wide Base Foot	Includes bolt and nylock nut	1		0.00	0.00
Rental Tax	1	Bike rack trailer - 20ft		1		0.00	0.00
						Crowd Control Total:	\$425.00
Transportation							
Rental Tax	1	Mitsubishi 16ft Box Truck		1	Day Rate	180.00	180.00
Rental Tax	2	1-ton Pickup Truck		1	Day Rate	130.00	260.00
						Transportation Total:	\$440.00
Labor							
Labor	1	FOH Engineer	Load In, Show, Load Out	1	Day Rate	400.00	400.00
		5/24/2025 8:00 AM - 11:00 PM					
Labor	1	Lighting Tech	Load In, Show, Load Out	1	Day Rate	400.00	400.00
		5/24/2025 8:00 AM - 11:00 PM					
Labor	1	SL100 Tech	Load In, Load Out	1	Day Rate	400.00	400.00
		5/24/2025 8:00 AM - 11:00 PM					
Labor	1	Driver - Pickup	Drive	1	Day Rate	0.00	0.00
		5/24/2025 8:00 AM - 11:00 PM					
						Labor Total:	\$1,200.00
						Subtotal:	\$5,040.00
						Sales Tax:	\$0.00
						Total:	\$5,040.00
						Total Applied Payments:	\$0.00
						Balance Due:	\$5,040.00



New York
P.O. Box 1453
Batavia, New York 14021
Phone: (585) 343-4050
Fax: (585) 343-4060
www.audioimagesonline.com

Quote Number	25-0059
Name	Pittsford Paddle & Pour 2025
Account Manager	Joshua Rose
Quote Date	1/15/2025

Client
Town Of Pittsford Alison E. Burchett 35 Lincoln Ave. Pittsford, NY 14534 US Phone: 585-248-6280 Email: aburchett@townofpittsford.org

Venue / Site

Ship Date	Return Date	Status	Terms	Total
5/24/2025 8:00 AM	5/24/2025 11:00 PM	Tentative	Net 15	\$5,040.00

This contract is issued pursuant to the quote/invoice(s) between Client named above and Audio Images Sound & Lighting Inc., effective see above for date (s) (the quote/invoice). This contract is subject to the terms and conditions listed on our website at audioimagesonline.com and also information contained in this quote/invoice between the parties and is made a part thereof. In the event of any conflict or inconsistency between the terms of this contract and the terms of this Agreement, the terms of this contract shall govern and prevail. This quote/invoice (hereinafter called the contract), effective as listed above is entered into by and between Audio Images and Client, and is subject to the terms and conditions specified below. The Exhibit(s) to this contract, if any, shall be deemed to be a part hereof. In the event of any inconsistencies between the terms of the body of this contract and the terms of the Exhibit(s)/quote/invoice hereto, the terms of the body listed above of this contract shall prevail. Audio Images Sound & Lighting Inc. shall provide the Services and Equipment Deliverable(s) as follows: Please see list of equipment listed above in quote/invoice. Client Responsibilities at no additional cost to Audio Images Sound & Lighting Inc. To provide Audio Images with the Artist(s) most up to date rider or contract or Artist(s) equipment requests well in advance. To provide payment in full. To provide a safe clean work venue. To provide meal(s) during the event or hotels if discussed and noted on the quote/invoice above. To provide secure parking for the Audio Images workers and delivery vehicle(s). To provide Audio Images with a professional sober additional labor force if needed to assist with the set up and take down of the equipment as well as professional certified riggers, stage hands, fork operator, etc. while on site at the venue. The client will indemnify, Protect and hold Audio Images harmless from any losses, damages, injuries, claims, and expenses arising out of the use of the equipment regardless of where, how or by who operated. The client will assume the defense of and settlement of any legal proceedings brought to enforce such losses, damages, claims or demands and expenses. The client will also pay all costs and expenses, including reasonable counsel fees, incurred by Audio Images in enforcing any of its rights or remedies under this contract and the terms and conditions listed on our website at audioimagesonline.com. The indemnities and assumptions of liabilities and obligations will continue in full force after the termination of this contract. Client will grant permission to Audio to repossess the equipment at the venue/job site or location elsewhere at any time. In the event that the equipment is stolen lost or not returned within 7 days of the agreed return date, the client will be obligated to pay Audio Images the list price of the equipment. If damaged the Client will be obligated to pay Audio Images the repair cost. If the equipment is not returned to Audio Images on the date and time specified in good working order the client will continue to pay maximum rental rate until return plus a late charge of \$20.00 per item per day. Equipment can only be used at the venue or job site listed above. The client will not remove any Audio Images Inventory label/barcode from the equipment for any reason. All deposit(s) and compensation agreed upon is NON-REFUNDABLE. CLIENT SHALL NAME AUDIO IMAGES AS ADDITIONAL INSURED ON THEIR INSURANCE POLICY AND PROVIDE AUDIO IMAGES WITH A WRITTEN COPY OF VALID PROOF IN ADVANCE. Client agrees to compensate Audio Images the full amount listed above on the quote/or final invoice less any deposit(s) at time of load in before the truck is unloaded on the date of the event. In the event the payment is not made in full Audio Images can cancel the rental/services or pursue full payment with legal action. If the Client is simply picking up the equipment at Audio Images warehouse the client must make payment in full before the equipment can be released. By signing below the Client has caused this contract to be effective as of the day, month and year first written above.

Please sign scan or take a photo and email to your account manager or fax to 585-343-4060

Date: _____

Date: _____

Client
Signature: _____

Company
Signature: _____

Name/Title: _____

Name/Title: _____



Audio Images Sound & Lighting, Inc
 P.O. Box 1453
 Batavia, New York 14021
 Phone: (585) 343-4050
 Fax: (585) 343-4060
www.audioimagesonline.com

Quote

Quote Number: 25-0060
 Pittsford Food Truck & Music Fest 2025

Client	Bill to	Venue / Site
<p>Town Of Pittsford Alison E. Burchett 35 Lincoln Ave. Pittsford, NY 14534 US Phone: 585-248-6280 Email: aburchett@townofpittsford.org</p>	<p>Town Of Pittsford 35 Lincoln Avenue Pittsford, New York 14534 US Phone: 585-248-6280</p>	

Account Manager	Customer PO	This quote is valid until
Joshua Rose		

Load In	Show Start	Show End	Load Out
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Terms	Tax Rule	Deposit	Deposit Due Date
Net 15	NYS Genesee County (NT)	\$0.00	9/13/2025

Type Note	Qty.	Description	Note	Time	Rate	Price	Price Ext.
		Client to Provide Power..within 10 feet of stage.					
Staging							
Rental Tax	1	Stageline SL100	For Food Truck And Music Fest Only..	1	Day Rate	1,600.00	1,600.00
						Staging Total:	\$1,600.00
Package Price							
Rental Tax	1	Audio Package Price	Food Truck And Music	1	Day Rate	1,375.00	1,375.00
						Package Price Total:	\$1,375.00
Audio							
Rental Tax	1	Yorkville NX720S		1	Day Rate	0.00	0.00
Rental Tax	1	IEC Power Cable		1		0.00	0.00
Rental Tax	1	Whirlwind 40 channel snake package		1	Day Rate	0.00	0.00
Rental Tax	1	Whirlwind 40ch 3-way Head Case		1		0.00	0.00
Rental Tax	1	Whirlwind 40ch 250ft Snake		1		0.00	0.00
Rental Tax	1	Cable Ramp Kit - Guard Dog	Contains 14 cable ramp sections	1	Day Rate	0.00	0.00
Rental Tax	1	Stage Kit		1	Day Rate	0.00	0.00
Rental Tax	1	Small Mic Kit		1	Day Rate	0.00	0.00
Rental Tax	1	Feeder Kit		1	Day Rate	0.00	0.00
Rental Tax	1	SL100 Cable Kit		1	Day Rate	0.00	0.00
Rental Tax	1	Audio Images LPD		1	Day Rate	0.00	0.00
Rental Tax	1	X32 FOH Package		1	Day Rate	0.00	0.00
Rental Tax	1	Behringer X32 Digital Mixer		1		0.00	0.00
Rental Tax	1	IEC Power Cable		1		0.00	0.00
Rental Tax	1	Behringer X32 Dust Cover		1		0.00	0.00
Rental Tax	1	Behringer X32 Case		1		0.00	0.00
Rental Tax	1	Whirlwind W1M-XLR F Fanout - 10ft		1		0.00	0.00
Rental Tax	1	Whirlwind W3 Fanout (40x0) - 10ft		1		0.00	0.00
Rental Tax	1	RCF HDL 30 System 8X4				0.00	0.00
Rental Tax	8	RCF HDL-30A		1		0.00	0.00
Rental Tax	2	RCF HDL30 Dolly Cart		1		0.00	0.00

Type	Qty.	Description	Note	Time	Rate	Price	Price Ext.
Rental Tax	2	RCF Cable Kit (HDL30)		1		0.00	0.00
Rental Tax	4	RCF SUB-9006AS		1		0.00	0.00
Rental Tax	2	RCF SUB-9006AS Dolly Board		1		0.00	0.00
Rental Tax	2	RCF HDL30 Fly Bar		1	Day Rate	0.00	0.00
Rental Tax	1	Monitor amps & wedges Package				0.00	0.00
Rental Tax	3	TX2 4ch Amp Rack				0.00	0.00
Rental Tax	6	Yorkville TX2M				0.00	0.00
Rental Tax	3	R&R TX2M Case				0.00	0.00
Rental Tax	1	NL4 Cable Kit				0.00	0.00
						Audio Total:	\$0.00
Rental Tax	2	LED tree lighting kit		1	Day Rate	0.00	0.00
Rental Tax	4	4-Bar LED Par64		1		0.00	0.00
Rental Tax	4	Ultimate Stand [Black]		1		0.00	0.00
Rental Tax	2	Leviton N1000-006 6 Fader DMX Controller		1		0.00	0.00
Rental Tax	2	Leviton N1000 Wall Wart Power Supply		1		0.00	0.00
Rental Tax	2	5pin M to 3pin F DMX		1		0.00	0.00
Rental Tax	2	Leviton N1000 Case		1		0.00	0.00
Crowd Control							
Note		Client to Provide 4 Hands to Unload and reload Bike Rack At no cost to Audio Images.					
Rental Tax	1	Small bike rack trailer package	66 8ft sections of crowd control fencing on a 20ft trailer.	1	Day Rate	425.00	425.00
Rental Tax	65	Crowd Control Fencing - 8ft		1		0.00	0.00
Rental Tax	65	Crowd Control Fencing Main Body - 8'		1		0.00	0.00
Rental Tax	65	Crowd Control Fencing Narrow Base Foot	Includes bolt and nylock nut	1		0.00	0.00
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Rental Tax	1	Bike rack trailer - 20ft		1		0.00	0.00
						Crowd Control Total:	\$425.00
Transportation							
Rental Tax	1	Mitsubishi 16ft Box Truck		1	Day Rate	180.00	180.00
Rental Tax	2	1-ton Pickup Truck		1	Day Rate	130.00	260.00
						Transportation Total:	\$440.00
Labor							
Labor	1	FOH Engineer	Load In, Show, Load Out	1	Day Rate	400.00	400.00
		9/13/2025 8:00 AM - 11:00 PM					
Labor	1	Lighting Tech	Load In, Show, Load Out	1	Day Rate	400.00	400.00
		9/13/2025 8:00 AM - 11:00 PM					
Labor	1	SL100 Tech	Load In, Load Out	1	Day Rate	200.00	200.00
		9/13/2025 8:00 AM - 11:00 PM					
Labor	1	Driver - Pickup	Drive	1	Day Rate	200.00	200.00
		9/13/2025 8:00 AM - 11:00 PM					
						Labor Total:	\$1,200.00

Subtotal:	\$5,040.00
Sales Tax:	\$0.00
Total:	\$5,040.00
Total Applied Payments:	\$0.00
Balance Due:	\$5,040.00



New York
 P.O. Box 1453
 Batavia, New York 14021
 Phone: (585) 343-4050
 Fax: (585) 343-4060
www.audioimagesonline.com

Quote Number	25-0060
Name	Pittsford Food Truck & Music Fest
Account Manager	Joshua Rose
Quote Date	1/15/2025

Client	Venue / Site
<p>Town Of Pittsford Alison E. Burchett 35 Lincoln Ave. Pittsford, NY 14534 US Phone: 585-248-6280 Email: aburchett@townofpittsford.org</p>	

Ship Date	Return Date	Status	Terms	Total
9/13/2025 8:00 AM	9/13/2025 11:00 PM	Tentative	Net 15	\$5,040.00

This contract is issued pursuant to the quote/invoice(s) between Client named above and Audio Images Sound & Lighting Inc., effective see above for date (s) (the quote/invoice). This contract is subject to the terms and conditions listed on our website at audioimagesonline.com and also information contained in this quote/invoice between the parties and is made a part thereof. In the event of any conflict or inconsistency between the terms of this contract and the terms of this Agreement, the terms of this contract shall govern and prevail. This quote/invoice (hereinafter called the contract), effective as listed above is entered into by and between Audio Images and Client, and is subject to the terms and conditions specified below. The Exhibit(s) to this contract, if any, shall be deemed to be a part hereof. In the event of any inconsistencies between the terms of the body of this contract and the terms of the Exhibit(s)/quote/invoice hereto, the terms of the body listed above of this contract shall prevail. Audio Images Sound & Lighting Inc. shall provide the Services and Equipment Deliverable(s) as follows: Please see list of equipment listed above in quote/invoice. Client Responsibilities at no additional cost to Audio Images Sound & Lighting Inc. To provide Audio Images with the Artist(s) most up to date rider or contract or Artist(s) equipment requests well in advance. To provide payment in full. To provide a safe clean work venue. To provide meal(s) during the event or hotels if discussed and noted on the quote/invoice above. To provide secure parking for the Audio Images workers and delivery vehicle(s). To provide Audio Images with a professional sober additional labor force if needed to assist with the set up and take down of the equipment as well as professional certified riggers, stage hands, fork operator, etc. while on site at the venue. ~~The client will indemnify, Protect and hold Audio Images harmless from any losses, damages, injuries, claims, and expenses arising out of the use of the equipment regardless of where, how or by who operated. The client will assume the defense of and settlement of any legal proceedings brought to enforce such losses, damages, claims or demands and expenses. The client will also pay all costs and expenses, including reasonable counsel fees, incurred by Audio Images in enforcing any of its rights or remedies under this contract and the terms and conditions listed on our website at audioimagesonline.com.~~ The indemnities and assumptions of liabilities and obligations will continue in full force after the termination of this contract. Client will grant permission to Audio to repossess the equipment at the venue/job site or location elsewhere at any time. ~~In the event that the equipment is stolen lost or not returned within 7 days of the agreed return date, the client will be obligated to pay Audio Images the list price of the equipment. If damaged the Client will be obligated to pay Audio Images the repair cost. If the equipment is not returned to Audio Images on the date and time specified in good working order the client will continue to pay maximum rental rate until return plus a late charge of \$20.00 per item per day.~~ Equipment can only be used at the venue or job site listed above. The client will not remove any Audio Images Inventory label/barcode from the equipment for any reason. All deposit(s) and compensation agreed upon is NON-REFUNDABLE. ~~CLIENT SHALL NAME AUDIO IMAGES AS ADDITIONAL INSURED ON THEIR INSURANCE POLICY AND PROVIDE AUDIO IMAGES WITH A WRITTEN COPY OF VALID PROOF IN ADVANCE.~~ Client agrees to compensate Audio Images the full amount listed above on the quote/or final invoice less any deposit(s) at time of load in before the truck is unloaded on the date of the event. In the event the payment is not made in full Audio Images can cancel the rental/services or pursue full payment with legal action. If the Client is simply picking up the equipment at Audio Images warehouse the client must make payment in full before the equipment can be released. By signing below the Client has caused this contract to be effective as of the day, month and year first written above.

Please sign scan or take a photo and email to your account manager or fax to 585-343-4060

Date: _____

Date: _____

Client
 Signature: _____

Company
 Signature: _____

Name/Title: _____

Name/Title: _____



TERMS AND CONDITIONS OF RENTAL CONTRACT

LARGE PRINT VERSION

1. For good and valuable consideration, you and McCarthy Tents & Events, LLC, a New York limited liability company ("MT&E") agree as follows: As used herein, "Page 1" refers to the first page or "face" of this Contract; "Contract" refers to Page 1 together with these Terms and Conditions of Rental Contract, "Rented Item(s)" or "Item(s)" means the item(s) rented to you, as identified on Page 1; "Site" means the delivery or use address set forth on Page 1; "Customer," "Lessee," "you" and "your" mean the customer or "Lessee" identified on Page 1, and "Lessor," "we," "us" and "our" mean MT&E.
2. You agree to rent the Rented Item(s) from MT&E for the period(s) specified on Page 1 (the "Term"), and to pay our stated rental rate(s) (the "Rent"), together with any other charges accruing hereunder, without proration, reduction or setoff, until all Rented Item(s) is/are returned to and accepted by MT&E. Unless otherwise specifically agreed by MT&E, all rental rates are for normal use of the Rented Item(s) on a single-event basis during the Term. The Rent will be increased for overtime, overuse, misuse and abuse. No allowance will be made for time in transit or any other period of nonuse. We have estimated the Rent based on your estimate of the length of the Term (the "Estimated Rent"). You agree: (a) to pay MT&E: (i) the Estimated Rent, together with any deposit specified on Page 1 (or if none, 25% of the Estimated Rent) prior to commencement of the Term (the "Prepayment"); and (ii) any additional amounts coming due hereunder upon demand; and (b) that: (i) MT&E may deduct any amount you owe us from any Prepayment; (ii) no interest will accrue on any Prepayment; (iii) no Prepayment will be deemed a limit of your liability hereunder; and (iv) all Prepayments are **NON-REFUNDABLE**. Anything remaining with, in or on any Rented Item(s) upon return will, at our option, be deemed abandoned, and will become the property of MT&E.
3. If we agree to deliver and/or retrieve any Item(s), you will: (a) pay our regular charge(s) therefor, and for time spent awaiting access to the Site; (b) be present at the Site at the agreed time(s); and (c) ensure our personnel have timely and adequate access to the Site. We will not be responsible for delay(s) caused by the acts or omissions of any other parties, including providers of other equipment or services ("Other Providers") for which you hereby release and agree to indemnify and hold harmless MT&E. If you are not present upon delivery and/or retrieval of any Item(s), you agree to accept the statements of our representatives regarding the same (including status, condition and quantities).
4. Upon your execution of this Contract (or upon later delivery of the Item(s), unless you immediately reject it/them), you represent, warrant, acknowledge and agree that: (a) each Item: (i) is in good repair and operating condition, free of defects, and is in all ways acceptable to you; (ii) is appropriate for your purposes; and (iii) was selected solely by you, not based on any recommendation by MT&E; and (b) you: (i) have received, read and understood the training, instructions, user manuals, maintenance requirements, and other information, if any (including all training required under any and all applicable EPA, OSHA, NFPA, and/or ANSI Standards) regarding the proper and safe transportation, installation, fueling, use, maintenance and storage of such Item(s), (collectively, "Instructions"); (ii) will fully comply therewith; (iii) have been made aware of the need to use all recommended and required safety equipment; (iv) will use each Item only for its intended purpose, in a reasonable and safe manner; (v) will give any required notice(s) to governmental authorities; (vi) will timely obtain all necessary licenses, authorizations and approvals (including without limitation, the approval of the owner(s) of any real property on which any tent(s) and/or other temporary structure(s) is/are to be installed); (vii) will ensure all underground utilities are clearly marked before driving stakes or using any Item(s) to disturb the ground surface (you must call 811 at least 2 full business days in advance, unless you engage MT&E to do so for an additional fee); (viii) will immediately cease using any Item that breaks down, malfunctions or proves defective (a "Malfunction"); (ix) will create and post in a conspicuous place, an **OSHA-COMPLIANT EVACUATION PLAN** for all rented tents and other temporary structures; and (x) will ensure that all others comply with this Section.



TERMS AND CONDITIONS OF RENTAL CONTRACT

LARGE PRINT VERSION

5. You will ensure that each Item is used safely and only: (a) for the manufacturer's intended purpose(s); (b) within its rated capacity; (c) at the address set forth on Page 1 (the "Site"); and (d) otherwise in full compliance with the Instructions, as well as all applicable laws, rules and regulations, and policies of insurance at all times. You will not, nor will you permit anyone else to: (i) permit the use of open flames other than chafing dishes, in or under any rented tent; (ii) abuse, misuse, overuse, remove, conceal, repair, modify, damage or destroy any Rented Item; (iii) violate any applicable policy of insurance or warranty; or (iv) take possession of or exercise control over any Rented Item without MT&E's prior consent, granted, conditioned or withheld in our sole discretion.

6. You will protect each Rented Item at all times, keep it safely and securely stored and locked when not in use, and return it to MT&E on time, clean and otherwise in good order, condition and repair, properly serviced and maintained, and if applicable, full of the appropriate fuel, fluid and lubricants. If you fail to do so, you will pay MT&E: (a) Rent for each succeeding full rental period until all Rented Item(s) have been returned or replaced as required; and (b) any and all costs and expenses, both direct and indirect, MT&E may incur in connection with your failure to do so.

7. Certain Rented Items may be delivered on pallets, or in crates, cartons or boxes, and may be stacked, bagged, racked, folded, rolled and/or strapped ("Packed"). Upon return, you will ensure that all such Rented Items are clean and properly Packed, using the same packing materials. YOU AGREE NOT TO PACK ANY RENTED ITEM UNLESS IT IS COMPLETELY DRY. PACKING WET OR DAMP RENTED ITEMS MAY RESULT IN MOLD OR MILDEW, FOR WHICH YOU WILL BE LIABLE.

8. In the event of a Malfunction (as defined in Section 4), you will immediately notify MT&E, and provided the Malfunction did not result from your breach of this Contract, we will, at our option: (a) repair the subject Rented Item; (b) provide you with a comparable item as soon as possible; or (c) return the unused portion of the Rent and cancel this Contract. The foregoing remedy is EXCLUSIVE. MT&E will have no other obligation(s) regarding Malfunctions, all of which you hereby waive.

9. WARNINGS: (A) TENTS AND EQUIPMENT USED FOR COOKING AND/OR HEATING IS/ARE INHERENTLY DANGEROUS AND SHOULD BE USED, MOVED, MAINTAINED AND REPAIRED WITH GREAT CARE ONLY BY PROPERLY QUALIFIED, INSTRUCTED, AND IF APPLICABLE, LICENSED, INDIVIDUALS; AND (B) TEMPORARY STRUCTURES, SUCH AS TENTS, MAY MOVE, LEAK, COLLAPSE, OVERTURN OR CATCH FIRE, PARTICULARLY DURING HAZARDOUS WEATHER (e.g., heavy rain, snow, sleet, hail and winds over 25 mph). If hazardous weather occurs or threatens, you will: (a) cause all persons to DISCONTINUE USING AND EVACUATE the Rented Item(s); (b) protect all Rented Item(s) and its/their contents; and (c) PERMIT MT&E TO DELAY DELIVERY, INSTALLATION AND/OR USE OF, OR DISMANTLE AND/OR RETRIEVE ANY RENTED ITEM(S) (without obligating us to do so). TO THE MAXIMUM EXTENT PERMITTED UNDER APPLICABLE LAW, YOU ASSUME ALL ASSOCIATED RISKS, AND AGREE TO INDEMNIFY, DEFEND AND HOLD HARMLESS MT&E AS PROVIDED IN SECTION 15 HEREOF.

10. You agree to maintain at your sole cost, any and all insurance MT&E may require, which may include liability insurance coverage, host liquor liability ("Dram-Shop") coverage, and/or property damage/inland marine insurance covering the Rented Items, on such terms as MT&E deems appropriate, naming MT&E as an additional insured and loss payee, waiving subrogation against MT&E and being primary and non-contributory.

11. If and only if, we have offered, and you have elected to purchase the OPTIONAL DAMAGE WAIVER (set forth on Page 1, if available) and paid the Damage Waiver Fee referenced therein prior to commencement of the Term, you will have no liability to MT&E for 90% of the cost to repair or replace



TERMS AND CONDITIONS OF RENTAL CONTRACT

LARGE PRINT VERSION

Rented Item(s) covered by Damage Waiver ("Covered Items") which suffer physical damage during the Term; provided however, that you will remain 100% liable for: (a) damage to or loss of: (i) Item(s) not covered by Damage Waiver; (ii) Covered Items lost or damaged as a result of: (A) your breach of this Contract; (B) any failure to return Rented Item(s) to MT&E as required under this Contract; (C) gross negligence, misuse and/or abuse; (D) vandalism and/or malicious mischief, (E) use of alcohol or drugs; and/or (F) use of any Rented Item in violation of this Contract or any applicable law or policy of insurance; and (b) 10% of all repair/replacement costs for Covered Items. You may decline Damage Waiver by initialing in the appropriate space on Page 1. **DAMAGE WAIVER IS NOT INSURANCE, NOR IS IT A WARRANTY.**

12. Except with respect to Rented Items which MT&E rents from one or more third parties (each, an "Owner") and then re-rents to you ("re-rented items"), MT&E owns and will retain title to all Rented Items at all times. Your only right with respect to such Item(s) (including re-rented item(s)) is to use it/them in full compliance with this Contract during the Term. You will not permit the taking or existence of any lien, claim or encumbrance on any Rented Item.

13. **You may not transfer, sublease or assign any Rented Item or this Contract** without the prior written consent of MT&E (in its sole discretion). MT&E may sell and/or assign all or any part of its interests in the Rented Item(s) and/or this Contract, in which event, you will attorn to the assignee, and such assignee shall not be responsible for any pre-existing obligations or liabilities of MT&E.

14. MT&E IS NOT THE MANUFACTURER OR DESIGNER OF ANY OF THE RENTED ITEM(S) OTHER THAN ITEM(S) SPECIFICALLY IDENTIFIED AS "MT&E HANDBUILT ITEMS." ACCORDINGLY, EXCEPT ONLY TO THE EXTENT OTHERWISE REQUIRED BY APPLICABLE LAW, ALL SUCH ITEMS ARE PROVIDED **"AS-IS."** AND **MT&E MAKES NO WARRANTY**, EXPRESS OR IMPLIED (INCLUDING ANY WARRANTY OF MERCHANTABILITY, SUITABILITY, FITNESS FOR A PARTICULAR PURPOSE, FUNCTION, DESIGN, CAPACITY, FREEDOM FROM DEFECTS, COURSE OF BUSINESS, USAGE OF TRADE, AND/OR WORKMANLIKE PERFORMANCE) REGARDING ANY ITEM(S) OR SERVICE(S) PROVIDED BY MT&E, NOR DOES MT&E MAKE ANY WARRANTY AGAINST INTERFERENCE OR INFRINGEMENT, ALL OF WHICH YOU WAIVE. NO DESCRIPTIONS OR ADVERTISEMENTS BY MT&E OR ANY OWNER SHALL BE DEEMED TO CONSTITUTE REPRESENTATIONS OR WARRANTIES.

15. **TO THE MAXIMUM EXTENT PERMITTED UNDER APPLICABLE LAW, YOU: (A) ASSUME ALL RISK** OF INJURY, LOSS, DAMAGE, DESTRUCTION AND ENVIRONMENTAL CONTAMINATION OF, TO, AND/OR ARISING IN CONNECTION WITH ALL ITEM(S) AND SERVICE(S) REFERENCED HEREIN, INCLUDING WITHOUT LIMITATION, PERSONAL INJURIES (INCLUDING DEATH), PROPERTY DAMAGE, AND ANY AND ALL OTHER LIABILITIES, CLAIMS AND DAMAGES ARISING FROM OR IN CONNECTION WITH THE PROVISION, SELECTION, INSPECTION, DESIGN, MANUFACTURE, USE, LOADING, UNLOADING, TRANSPORTATION, DEMONSTRATION, STORAGE, MAINTENANCE, REPAIR AND/OR RETAKING OF ANY RENTED ITEM(S) OR SERVICE(S); AND (B) **HEREBY RELEASE AND DISCHARGE MT&E AND EACH OWNER** FROM AND AGREE TO **INDEMNIFY, DEFEND AND HOLD HARMLESS MT&E, EACH OWNER, AND THEIR RESPECTIVE OFFICERS, DIRECTORS, AGENTS, EMPLOYEES, OWNERS, REPRESENTATIVES, INSURERS, SUBROGEEES, SUCCESSORS AND ASSIGNS, FROM AND AGAINST ANY AND ALL LIABILITIES, CLAIMS, DAMAGES, LOSSES, COSTS AND EXPENSES (INCLUDING WITHOUT LIMITATION, ATTORNEYS' FEES)** ARISING FROM OR ASSOCIATED WITH ANY AND/OR ALL OF SUCH ITEM(S) AND/OR SERVICES. **You hereby waive all rights, remedies, claims, damages and setoffs conferred upon you under applicable law (including without limitation, the Uniform Commercial Code as adopted in New York), as well as all incidental, consequential, special, and punitive damages, against MT&E and each Owner.**

LESSEE DOES NOT WAIVE ANY CLAIMS ARISING FROM LESSOR'S ACTS OR OMISSIONS.



80 SOVRAN DR
WEBSTER, NY 14580
catalog.mccarthyevents.com
585-321-1000 Phone
585-486-1050 Fax

Customer #: 2937

TOWN OF PITTSFORD

Phone 585-248-6281

35 LINCOLN AVE
PITTSFORD, NY 14534

Job Descr: 2025 PADDLE & POUR - TENTS

Ordered By: ALISON BURCHETT 585-248-6287

Delivery Sat 5/24/2025 7:30AM

PITTSFORD RECREATION
35 LINCOLN
PITTSFORD, NY 14534

REFER TO DIAGRAM FOR 20x60 ON BRIDGE & 30x30 IN VILLAGE HALL PARKING LOT

DIG SAFE - TENT LOCATION?: NOT NEEDED - CONCRETE

Pickup Sat 5/24/2025 10:00PM

PITTSFORD RECREATION
35 LINCOLN
PITTSFORD, NY 14534

Qty	Items Rented	Each	Price
	TASTING TENT		
1	20'X60' HIGH PEAK TRACK FRAME	\$1,395.00	\$1,395.00
1200	TENT SECURING, CONCRETE/SQ FT	\$0.40	\$480.00
150	BISTRO LIGHTING, PER. FT.	\$2.50	\$375.00
1	DIMMER SWITCH 1000 WATT MAX LOAD	\$30.00	\$30.00
1	EXTENSION CORD, LIGHTING	\$15.00	\$15.00
6	GLOBE LANTERNS, WHITE PAPER IRR	\$20.00	\$120.00
1	EXTENSION CORD, LIGHTING	\$15.00	\$15.00
	ARTISAN MARKET		
1	30'X30' WHITE, WIND-RATED FRAME	\$1,485.00	\$1,485.00
6	8'X15' CAFE SIDEWALL, JT	\$75.00	\$450.00
900	TENT SECURING, CONCRETE/SQ FT	\$0.60	\$540.00
120	BISTRO LIGHTING, PER. FT.	\$2.50	\$300.00
1	DIMMER SWITCH 1000 WATT MAX LOAD	\$30.00	\$30.00
1	EXTENSION CORD, LIGHTING	\$15.00	\$15.00
1200	CONCRETE WEIGHT COVER/SQ FT	\$0.10	\$120.00
900	CONCRETE WEIGHT COVER/SQ FT	\$0.10	\$90.00
1	DELIVERY, 14534	\$0.00	\$0.00
1	OFF HOURS DELIVERY/PICKUP EARLY MORNING DELIVERY/10PM PICKUP	\$750.00	\$750.00
1	LABOR CHARGE, (10% OF RENTALS) 10% OF TOTAL RENTAL ITEMS COST - RECALCULATED BEFORE FINAL PAYMENT	\$546.00	\$546.00

****THIS IS A RESERVATION + CONTRACT****

McCarthy Tents & Events agree to provide lessee with proof of general liability insurance and name the Town of Pittsford as additional insured.

AB 214/25

Rental Contract

*This is a contract. The back of this contract contains important terms and conditions including lessor's disclaimer from all liability for injury or damage and details of customer's obligations. READ THEM CAREFULLY!
 *If equipment does not function properly or is deemed unsatisfactory in some way, notify MT&E within 5 hours of event to allow time to rectify the situation or no refund or accommodation will be made.
 *All China/Glassware must be rinsed free of any content or a cleaning fee will be assessed
 *Linens are inspected by MT&E upon delivery and return. If obvious damage has occurred, a replacement fee will be charged.
 *Customer is responsible for accurately describing delivery location and conditions. Failure to do so can result in EXTRA CHARGES.
 *LESSEE AGREES TO PAY A 50% CANCELLATION FEE ON TENT AND TENT RELATED ITEMS IN THE EVENT THAT A TENT IS REMOVED FROM AN ORDER within 14 days prior to the delivery date.
 *FINAL COUNTS are due 14 days prior to the delivery date. NO CHANGES ALLOWED TO NON TENT RELATED ITEMS after that time!
 *ALL DEPOSITS ARE NON REFUNDABLE but transferrable within ONE (1) year!
 *By signing below or signing electronically using our e-sign, you certify that you have read and agree to all terms of this contract as well as the SAFETY RULES AND EVACUATION PLAN guidelines.

Signature:

TOWN OF PITTSFORD

Rental:	\$5,460.00
Sales:	\$1,296.00
Subtotal:	\$6,756.00
Total:	\$6,756.00
Paid:	\$0.00
Amount Due:	\$6,756.00

Modification #2

contract-params.SQL.rpt (5)



80 SOVRAN DR
WEBSTER, NY 14580
catalog.mccarthyevents.com
585-321-1000 Phone
585-486-1050 Fax

Customer #: 2937

TOWN OF PITTSFORD

Phone 585-248-6281

35 LINCOLN AVE
PITTSFORD, NY 14534

Job Descr: 2025 PADDLE & POUR - TABLES/CHAIRS

Ordered By: ALISON BURCHETT 585-248-6287

Delivery Sat 5/24/2025 7:30AM

PITTSFORD RECREATION
35 LINCOLN
PITTSFORD, NY 14534

REFER TO SITE MAP FOR TENT LOCATIONS
CRAFT BEER & WINE = 20x60
CHILDRENS ACTIVITIES = 30x30

Pickup Sat 5/24/2025 9:30PM

PITTSFORD RECREATION
35 LINCOLN
PITTSFORD, NY 14534

Qty	Items Rented	Each	Price
35	COCKTAIL TABLE, PEDESTAL, 30"X42" HIGH, RND	\$14.75	\$516.25
50	8' BANQUET TABLE SETUP OF TABLES NOT INCLUDED	\$15.00	\$750.00
350	WHITE FOLDING CHAIR SETUP AND TAKEDOWN OF CHAIRS IS OPTIONAL & IS LISTED AS A SEPARATE LINE ITEM	\$2.75	\$962.50
30	48" ROUND TABLE, PLASTIC/LIGHT WEIGHT	\$14.75	\$442.50
25	WHITE, 90"X132"	\$27.50	\$687.50
38	KWIK COVER, 30" ROUND, WHITE	\$4.25	\$161.50
32	KWIK COVER, 48" ROUND, WHITE	\$5.50	\$176.00
25	KWIK COVER, 6' WHITE	\$5.00	\$125.00
1	DELIVERY (10% OF RENTALS)	\$335.00	\$335.00
1	DELIVERY, 14534	\$0.00	\$0.00
1	OFF HOURS DELIVERY/PICKUP	\$250.00	\$250.00

****THIS IS A RESERVATION + CONTRACT****

McCarthy Tents & Events agree to provide lessee with proof of general liability insurance and name the Town of Pittsford as additional insured.

Rental Contract

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*If equipment does not function properly or is deemed unsatisfactory in some way, notify MT&E within 5 hours of event to allow time to rectify the situation or no refund or accommodation will be made.

*All China/Glassware must be rinsed free of any content or a cleaning fee will be assessed

*Linens are inspected by MT&E upon delivery and return. If obvious damage has occurred, a replacement fee will be charged.

*Customer is responsible for accurately describing delivery location and conditions. Failure to do so can result in EXTRA CHARGES.

*LESSEE AGREES TO PAY A 50% CANCELLATION FEE ON TENT AND TENT RELATED ITEMS IN THE EVENT THAT A TENT IS REMOVED FROM AN ORDER within 14 days prior to the delivery date.

*FINAL COUNTS are due 14 days prior to the delivery date. NO CHANGES ALLOWED TO NON TENT RELATED ITEMS after that time!

*ALL DEPOSITS ARE NON REFUNDABLE but transferrable within ONE (1) year!

*By signing below or signing electronically using our e-sign, you certify that you have read and agree to all terms of this contract as well as the SAFETY RULES AND EVACUATION PLAN guidelines.

Signature:

TOWN OF PITTSFORD

Rental:	\$3,358.75
Damage Waiver:	\$68.75
Sales:	\$1,047.50
Subtotal:	\$4,475.00
Total:	\$4,475.00
Paid:	\$0.00
Amount Due:	\$4,475.00

Modification #2

contract-params.SQL.rpt (5)



80 SOVRAN DR
WEBSTER, NY 14580
catalog.mccarthyevents.com
585-321-1000 Phone
585-486-1050 Fax

Customer #: 2937

TOWN OF PITTSFORD
35 LINCOLN AVE
PITTSFORD, NY 14534

Phone 585-248-6281

Job Descr: 2025 FOOD TRUCK RODEO - TENT

Status: Reservation

Contract #: 53187-1

Event Beg: Sat 9/13/2025 9:00AM

Event End: Sat 9/13/2025 11:59PM

Operator: John Langkopf

Terms: NET30

Ordered By: ALISON BURCHETT 585-248-6287

Delivery Sat 9/13/2025 6:30AM - 7:30AM

PITTSFORD RECREATION
35 LINCOLN
PITTSFORD, NY 14534

REFER TO

DIG SAFE - TENT LOCATION?: NOT NEEDED - CONCRETE

PITTSFORD CELEBRATES - DELIVER 7:30AM P/U 9PM

Pickup Sat 9/13/2025 9:30PM

PITTSFORD RECREATION
35 LINCOLN
PITTSFORD, NY 14534

Qty	Items Rented	Each	Price
1	20'X60' HIGH PEAK TRACK FRAME	\$1,395.00	\$1,395.00
1200	TENT SECURING, CONCRETE/SQ FT	\$0.40	\$480.00
1200	CONCRETE WEIGHT COVER/SQ FT	\$0.10	\$120.00
160	PERIMETER LIGHTING, PER FT.	\$1.25	\$200.00
1	EXTENSION CORD, LIGHTING	\$15.00	\$15.00
8	__GLOBES, DARK BLUE, PAPER IRR (KIT)	\$20.00	\$160.00
1	EXTENSION CORD, 100' BLACK	\$30.00	\$30.00
12	WHITE PICKET EVENT FENCE, 10' SECTION	\$64.25	\$771.00
13	30LB RUBBER, PIPE & DRAPE / FENCE WEIGHT	\$15.00	\$195.00
1	DELIVERY, 14534	\$0.00	\$0.00
1	OFF HOURS DELIVERY/PICKUP	\$250.00	\$250.00
1	LABOR CHARGE, (10% OF RENTALS)	\$336.60	\$336.60
10% OF TOTAL RENTAL ITEMS COST - RECALCULATED BEFORE FINAL PAYMENT			

THIS IS A RESERVATION + CONTRACT

McCarthy Tents & Events agree to provide lessee with proof of general liability insurance and name the Town of Pittsford as additional insured.

Rental Contract

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*All China/Glassware must be rinsed free of any content or a cleaning fee will be assessed

*Linens are inspected by MT&E upon delivery and return. If obvious damage has occurred, a replacement fee will be charged.

*Customer is responsible for accurately describing delivery location and conditions. Failure to do so can result in EXTRA CHARGES.

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*By signing below or signing electronically using our e-sign, you certify that you have read and agree to all terms of this contract as well as the SAFETY RULES AND EVACUATION PLAN guidelines.

Signature:

TOWN OF PITTSFORD

Rental:	\$3,366.00
Sales:	\$586.60
Subtotal:	\$3,952.60
Total:	\$3,952.60
Paid:	\$0.00
Amount Due:	\$3,952.60

Modification #1

contract-params.SQL.rpt (5)



80 SOVRAN DR
WEBSTER, NY 14580
catalog.mccarthyevents.com
585-321-1000 Phone
585-486-1050 Fax

Customer #: 2937

TOWN OF PITTSFORD

Phone 585-248-6281

35 LINCOLN AVE
PITTSFORD, NY 14534

Job Descr: 2025 FOOD TRUCK RODEO - TABLES/CHAIRS

Ordered By: ALISON BURCHETT 585-248-6287

Delivery Sat 9/13/2025 7:00AM

PITTSFORD RECREATION
35 LINCOLN
PITTSFORD, NY 14534

TENT - 20x60

Pickup Sat 9/13/2025 9:30PM

PITTSFORD RECREATION
35 LINCOLN
PITTSFORD, NY 14534

Qty	Items Rented	Each	Price
20	COCKTAIL TABLE, PEDESTAL, 30"X42" HIGH, RND	\$14.75	\$295.00
38	6' BANQUET TABLE SETUP OF TABLES NOT INCLUDED	\$13.75	\$522.50
30	48" ROUND TABLE SETUP OF TABLES NOT INCLUDED	\$14.75	\$442.50
350	WHITE FOLDING CHAIR SETUP AND TAKEDOWN OF CHAIRS IS OPTIONAL & IS LISTED AS A SEPARATE LINE ITEM	\$2.75	\$962.50
32	KWIK COVER, 48" ROUND, WHITE	\$5.50	\$176.00
22	KWIK COVER, 30" ROUND, WHITE	\$4.25	\$93.50
1	DELIVERY, 14534	\$0.00	\$0.00
1	OFF HOURS DELIVERY/PICKUP	\$250.00	\$250.00
1	LABOR CHARGE, (10% OF RENTALS) 10% OF TOTAL RENTAL ITEMS COST - RECALCULATED BEFORE FINAL PAYMENT	\$222.25	\$222.25

****THIS IS A RESERVATION + CONTRACT****

McCarthy Tents & Events agree to provide lessee with proof of general liability insurance and name the Town of Pittsford as additional insured.

Rental Contract

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*If equipment does not function properly or is deemed unsatisfactory in some way, notify MT&E within 5 hours of event to allow time to rectify the situation or no refund or accommodation will be made.

*All China/Glassware must be rinsed free of any content or a cleaning fee will be assessed

*Linens are inspected by MT&E upon delivery and return. If obvious damage has occurred, a replacement fee will be charged.

*Customer is responsible for accurately describing delivery location and conditions. Failure to do so can result in EXTRA CHARGES.

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*FINAL COUNTS are due 14 days prior to the delivery date. NO CHANGES ALLOWED TO NON TENT RELATED ITEMS after that time!

*ALL DEPOSITS ARE NON REFUNDABLE but transferrable within ONE (1) year!

*By signing below or signing electronically using our e-sign, you certify that you have read and agree to all terms of this contract as well as the SAFETY RULES AND EVACUATION PLAN guidelines.

Signature:

TOWN OF PITTSFORD

Rental:	\$2,222.50
Sales:	\$741.75
Subtotal:	\$2,964.25
Total:	\$2,964.25
Paid:	\$0.00
Amount Due:	\$2,964.25

Modification #1

contract-params.SQL.rpt (5)



STS Security & Event Management

Safe. Trusted. Secure

THIS AGREEMENT executed on this _____ day of _____, 2025, by and between the Town of Pittsford (hereinafter "The Client") located in the State of New York, county of Monroe, and STS Security & Event Management, L.L.C (hereinafter "STS") located in the State of New York, County of Monroe, City of Rochester.

WHEREAS, STS is fully aware of the security and traffic control needs of the areas being operated by The Client for Pittsford Paddle and Pour, Pittsford Regatta, the Memorial Day Parade, Family Outdoor Movie Nights, the Main Street Food Truck & Music Fest, and Family Halloween Fest (hereinafter "The Events",) located at various locations throughout the Town of Pittsford. STS is familiar with The Events, the property and its surrounding areas. STS will provide the highest quality services available to The Client, so as to ensure that the property and The Events are operated and perceived as safe and secure, while STS Officers are on duty.

NOW, THEREFORE, FOR AND IN CONSIDERATION, of the mutual promises and agreements contained herein, The Client hires STS, and STS agrees to work for The Client under the terms and conditions hereby agreed upon by the parties.

SECTION ONE - WORK WILL BE PERFORMED:

1.1 **Term:** The Client agrees to hire STS, to perform the services and work as stated in section 1.3 of this agreement for the The Events.

1.2 **Duties:** STS agrees to perform work for The Client on the terms and conditions set forth in section 1.3 of this agreement for the The Events.

a. **Schedule A-1:** STS agrees to schedule all staff members based on Schedule A-3, included in this contract. This outlines the maximum number of hours that are to be scheduled per event, without prior (or on-site) authorization from The Client. In the event that The Client elects to increase hours worked, number of personnel, or days of coverage, STS shall attempt to honor the request and will do so at the same agreed upon rate which is listed in Schedule A-2. Any requests for additional staffing made less than 5 business days in advance of the date requested will be subject to a 15% increase in the hourly rate. Staffing numbers can be reduced at the discretion of The Client, with a minimum of 72 hour's notice.

1.3 **SERVICES TO BE PERFORMED:**

a. STS will utilize NYS registered Security Officers wearing an appropriate and visible uniform to provide the following services to The Client:

- Officers will monitor traffic flow on all established public highways utilized by The Client during The Events to ensure that traffic runs smoothly before, during, and after The Events.
- Officers will monitor all crosswalks utilized by The Client for The Events.
- Officers will direct all pedestrians to utilize the crosswalks and will assist the pedestrians in doing so.
- Officers will ensure that The Client's policies regarding customer behavior are enforced in a fair and consistent manner.
- Officers will enforce all applicable laws, within the powers afforded a NYS Certified Security Officer as stated in the NYS Security Guard Act, article 7-A of the General Business Law. Officers will attempt to apprehend any violators of these laws, again, within the power afforded a NYS Certified

Security Officer, and turn said violators over to local Law Enforcement for prosecution, whenever it is safe and reasonable to do so.

- Officers will respond to and assist with any crowd control or other emergency situations that may occur during The Events, and/or within 250 feet of The Events involving patrons of The Events. Officers will assess said situation and react accordingly based on the training levels of the officers and the overall threat level of the situation.
- Officers will render assistance to local law enforcement authorities and other emergency responders as necessary and when requested.
- Officers will be wearing a highly visible uniform and be in possession of lighted traffic wands in order to be visible and noticeable at all times while on duty.
- Officers will assist with any emergency evacuation of The Events, should it be warranted.
- Officers will assist in dispersing customers from The Events once concluded, if necessary.
- Officers will provide a command presence at all times while on duty.
- Officers will perform additional, and/or similar, duties, as requested by The Client.
- all STS employees provided to The Client will be unarmed.

SECTION TWO: COMPENSATION

Schedule A-2

Rates per Employee Class:

NYS Certified Security Supervisor	\$38.50/hour
NYS Certified Security Officer (unarmed):	\$35.00/hour
Overnight Differential:	\$3.50/hour
Holiday Differential:	\$8.00/hour

- 2.2 In consideration of all services to be rendered by STS to The Client, The Client shall pay STS the rates specified in schedule A-2 of this agreement.
- 2.3 All hours worked by STS staff will be billed to The Client in fifteen (15) minute increments.
- 2.4 All shifts require a minimum of four (4) hours compensation, per officer assigned to work The Events.
- 2.5 These rates will not increase during the term of this agreement unless mandated by law.
- 2.6 The Client shall pay STS within fifteen (15) days of its receipt of an invoice setting forth a detailed statement of services rendered pursuant to the terms of this agreement. Invoices that have not been paid by the listed due date are subject to a late fee charge of \$25.00. This fee will be applied every 15 days until the payment is made in full.

SECTION THREE: INSURANCE

- 3.1** Prior to providing the services described in this agreement, STS will deliver to The Client, a certificate issued by an insurance underwriter, licensed to conduct business in the State of New York, which confirms the issuance of comprehensive public liability insurance applicable to the services to be rendered by STS pursuant hereto, and which insures against liability for injured persons, or damaged property on The Client's premises, and provides minimum coverage of one (1) million dollars per occurrence and two (2) million dollars aggregate. Such certificates of insurance will specifically name The Client, as an additional insured, and will further state that the insurance coverage evinced thereby is not subject to termination, or amendment until thirty (30) days after written notice of such planned termination, or amendment is provided to The Client.
- 3.2** STS agrees to indemnify The Client and its affiliated companies, and their respective managers, directors, officers, employees and agents (collectively, the "Indemnified Parties") and to hold the Indemnified Parties harmless from and against, any and all liabilities, losses, damages, costs and expenses (including: attorney's fees and disbursements) whatsoever resulting from the performance by STS and its security officers of their service described in the agreement.

SECTION FOUR: MISCELLANEOUS PROVISIONS

4.1 The Client may terminate this agreement at any time with a thirty (30) day written notice to STS outlining the reason for such termination. Written notification can be delivered to STS at PO Box 67522, Rochester, NY 14617 or to RBoyan@sts-security-eventmanagement.com. If The Client requests to cancel the agreement with less than 30 days' notice, they agree to pay the entire amount for any planned days that remain.

4.2 ~~If The Client cancels or reduces any scheduled shifts with less than 72 hours' notice and more than six hours of notice, The Client will incur a two hour per shift charge. Any shifts that are cancelled or reduced with less than six hours of notice will incur a four-hour per shift charge. These terms also apply if The Client cancels The Event in its entirety.~~ AB
2/19/25

4.3 All personnel provided by STS shall be employees of STS, it being agreed that there shall be no employment relationship between The Client and STS, or any of its employees. The relationship between The Client and STS shall be that of an independent contractor. STS shall cause its employees to be insured by worker's compensation, unemployment insurance and any other insurance required by applicable law, it being agreed that The Client shall have no responsibility.

4.4 STS will be the sole security provider at said location for The Client for the term of this contract, and no other firm shall be utilized for such services, except on-duty personnel from local law enforcement agencies (New York State Troopers and Monroe County Sheriff's Office) recognized to perform Special Event duties and/or Town of Pittsford Security Officers. There is no relationship between the stated agencies and STS.

4.5 STS agrees to comply with the New York State Security Guard Act and shall be in compliance with all Local, State and Federal Laws

4.6 Select STS personnel may be equipped with body cameras that will be periodically recording. Review and release of body camera footage will be at the discretion of STS management or where required by law.

- 4.7 Parking lot posts may be covered by either a Security Officer or an Event Staff member, based on STS available staffing.
- 4.8 STS Officers carrying out their duties at The Events will not carry Firearms.
- 4.9 STS employees will only perform security functions as mentioned in this agreement, and such other related functions as are inferable from nature of this agreement.
- 4.10 This agreement shall be governed by and shall be construed in accordance with the laws of the State of New York.
- 4.11 All notices or changes to this agreement shall be made in writing and if by STS to The Client, made to the attention of Jessie Hollenbeck, JHollenbeck@townofpittsford.org. If by The Client to STS, made to the attention of Richard Boyan, RBoyan@STS-Security-EventManagement.com, PO Box 67522, Rochester, NY 14617
- 4.12 STS is an independent contractor and is not an employee of The Client.
- 4.13 ~~The terms set forth in the agreement are confidential.~~ Should a clause contained herein found to be unenforceable, all other clauses remain binding as they are.

AGREED UPON on the _____ day of _____, 2025

The Client Representative

Notary Public

STS Representative

Notary Public

Schedule A-3*

Pittsford Paddle and Pour	May 24, 2025: 1100 - 2300hrs
Pittsford Regatta	May 25, 2025: 1000 - 1600hrs
Memorial Day Parade	May 27, 2025: 0800 - 1200hrs
Family Outdoor Movie	July 10, 2025: 1930 - 2330hrs
Family Outdoor Movie	July 24, 2025: 1930 - 2330hrs
Family Outdoor Movie	August 07, 2025: 1900 – 2300hrs
Family Outdoor Movie	August 21, 2025: 1900 - 2300hrs
Main Street Food Truck & Music Fest	September 13, 2025: 1100 - 2200hrs
Family Halloween Fest	October 26, 2025: 1100 - 1500hrs

**And other Events as Requested by Client*

YOUNG EXPLOSIVES CORPORATION
Fireworks Exhibition Agreement

This agreement made this 20th day of January, 20 25 by and between Young Explosives Corporation of Rochester, NY, hereafter designated **Young**, and

Town of Pittsford

11 South Main Street
Pittsford, NY 14534

hereafter designated the **customer**, providing for the sale of and an exhibition of fireworks to be located at

Powers Farm property: 91 Golf Ave, Pittsford, NY 14534

on the date of Saturday, September 13, 20 25 in a location to be designated by the customer and approved by Young.

Young and customer are collectively referred to as the "Parties".

The Parties hereto mutually agree, one with the other, as follows:

1. Exhibition of Fireworks Display

Young agrees to furnish an exhibition of fireworks substantially in accordance with the program set forth and agreed upon at the time of the signing of this Agreement, attached hereto and incorporated herein by reference thereto (the "Fireworks Display"). The Fireworks Display shall be of first quality and properly made. Young shall supply a sufficient number of technicians to execute the Fireworks Display in a safe and artistic manner. Young guarantees that the Fireworks Display will be performed pursuant to industry standards and in accordance with specifications outlined in this Agreement and in any approved addendums signed by Young and the customer. Young reserves the right to substitute products of equal or greater value if necessary to fulfill this Agreement.

2. Spectator Control

The customer agrees to furnish at its own expense sufficient area for the display, including a minimum area spectator set back at all points from the discharge area, which is satisfactory to Young. The customer further agrees at its own expense to set up rope lines or similar dividers between the public and the display area and agrees to furnish ample police protection to prevent spectators from entering the display area to protect Young's property and for the assembly, firing and dismantling of the exhibition without interference from the public. The customer shall defend, indemnify and hold Young harmless for any liability because of the customer's negligent breach of this Section 2.

3. Permits

The customer agrees to procure and pay for all necessary permits and licenses which may be required by the municipal authorities. Young will apply for and obtain necessary permits and licenses on behalf of the Customer if noted in Section 11 of this Agreement or if requested in writing by the customer. In that event, customer will pay in advance to Young the amount needed to pay for the permits and licenses. Permit and licensing fees are non-refundable unless refunded by the licensing authority. Customer assumes the responsibility for seeking a refund when applicable.

4. Insurance

- a) Young agrees to procure liability insurance for \$2,000,000.00 coverage and zero deductibility on behalf of the customer. The insurance cost is included in the payable sum shown on this agreement.
- b) Young will provide Workers' Compensation and Disability for the fireworks technicians.

5. Postponement or Cancellation

- a) In the event that weather is such that Young, in its sole and absolute discretion, determines that the Fireworks Display would be impossible, impractical or would unnecessarily increase the risk of damage or danger to person and/or property, the Parties agree to immediately hold a postponement meeting at which time an attempt to reschedule the Fireworks Display shall be discussed with a view toward reaching a mutually satisfactory postponement time and/or date. In the event the customer and Young reach a mutually satisfactory postponement time and/or date which is within 7 days of the original display date, Young agrees that the postponement shall be made with *no extra charge*. If a satisfactory postponement cannot be reached, then this Agreement shall terminate and the customer will remain responsible for the actual expenses incurred by Young which shall include the cost of insurance and the cost for special work and for nonrefundable fees outlined in this Agreement. Young may retain from any deposit or invoice the customer the amount necessary to reimburse it for expenses incurred on behalf of the customer when applicable.
- b) If the customer cancels the exhibition, Young reserves the right to bill the customer for travel expenses incurred, labor performed, the cost of the insurance and the cost for special work and for nonrefundable fees outlined in this Agreement.
- c) If the customer cancels the exhibition before Young's technicians have been dispatched to the site, there will be *no charge*. However, customer is responsible for the actual expenses incurred by Young which shall include the cost of insurance and the cost for special work and for nonrefundable fees outlined in this Agreement. Young may retain from any deposit or invoice the customer the amount necessary to reimburse it for expenses incurred on behalf of the customer when applicable.
- d) In the event that the customer chooses to cancel this Agreement, it shall do so by written notice delivered personally to an authorized representative of Young or sent by regular or certified mail, or by national overnight courier service, or by facsimile

addressed to Young Explosives Corp. P.O. Box 18653, Rochester, NY 14618 or such address as Young may from time to time specify by written notice to the customer. Any such notice shall be deemed to be delivered, given and received for all purposes as of the date (i) actually received, if delivered personally or sent by facsimile; or (ii) one day after it is sent, if sent by overnight courier; or (iii) three days after the same was deposited in a regularly maintained receptacle for the deposit of United States mail, if sent by first class mail, postage and charges prepaid; or (iv) on which the same was deposited in a regularly maintained receptacle for the deposit of United States mail, if sent by certified mail, postage and charges prepaid.

6. Terms of Payment

a) The customer agrees to pay Young, or his agent, the total sum of three thousand five hundred Dollars for the Fireworks Display plus the cost of insurance set, the cost of special work, and the cost of nonrefundable fees outlined in this Agreement to the extent not otherwise paid. Full payment shall be due as follows; check the box that applies:

Night of the Exhibition, or on _____, 20 25.

b) In the event of customer's failure to pay when due all sums due Young under this Agreement, Young shall be entitled to collect from customer its reasonable cost of collection, including interest and reasonable attorney's fees. In addition, the customer agrees to pay interest at the rate of 1 ½ % per month on any delinquent balance which is not paid until paid in full.

7. Counterpart Execution; Electronic Signatures

This Agreement may be executed in any number of counterparts with the same effect as if all of the Parties had signed the same document. All counterparts shall be construed together and shall constitute one agreement. Facsimile and electronic signatures shall be deemed original signatures for all purposes of this Agreement.

8. Headings

Section and other headings contained in this Agreement are for reference purposes only and are not intended to describe, interpret, define or limit the scope, extent or intent of this Agreement or any provision hereof.

9. Entire Agreement

This Agreement for the Fireworks Display constitutes the entire agreement between the Parties with respect to the subject matter hereof, and there are no other understandings, whether oral or written, regarding the subject matter hereof.

10. Amendments; New York Law

This Agreement cannot be modified or rescinded except by a written instrument signed by the Parties. The laws of the State of New York shall govern the validity of this Agreement, the construction of its terms, and the interpretation of the rights and duties of the Parties.

11. Miscellaneous

(a) Customer Contact Name(s) and Information

1. Name: Jessie Hollenbeck

Home/Work: (585) 248-6284

Cell: (585) 944-6575

Email: jhollenbeck@townofpittsford.org

2. Name: Alison Burchett

Home/Work: (585) 248-6287

Cell: _____

Email: aburchett@townofpittsford.org

(b) Contact Night of Display

Name: Jessie Hollenbeck

Cell: (585) 944-6575

Time of Display: 9:00 pm AM PM

(c) Send Invoice to:

Name: Jessie Hollenbeck

P.O. #: _____

Email: jhollenbeck@townofpittsford.org

(d) Insurance Information

Please list all parties to be listed as additional insured. Young will extend coverage to the entities listed below as additional insured. Customer is responsible for providing all information needed for full insurance coverage.

Town of Pittsford, NY; Roger S. Powers (property owner); Power's Schoen Property; Powers Pittsford

Farms; Powers Farm Market

(e) Customer Requests

List special requests, such as ground pieces, shells, finale, quantity or time requirements. List any other special requests such as salutes at certain times (i.e., if the display is a surprise for someone), etc.

(f) Permits

Customer to apply for the Permit(s) and provide Young with a copy 14 days prior to event

Young to apply for the Permit(s) on Customer's behalf:

Customer to pay the amount of _____. Includes permit cost and fees. (Permit costs subject to change by the municipality)

ADD the above permit costs to the display price on the front of contract.

INCLUDE the above permit costs in the display price on the front of the contract.

\$ 3,500.00
Total sum _____ Dollars

The parties sign below:

**Young Explosives Corp.
Display Fireworks**

(800) 747-1781

(585) 394-1783

(585) 396-2663 Fax

P.O. Box 18653

Rochester, NY 14618

www.youngexplosives.com

E-Mail: fireworks@youngexplosives.com

Young Explosives Corp.

James R. Young

Customer

(Please Print Name)

President

Title

Title

AdventuresInClimbing

A Premier Entertainment Company

912 SR 104, Suite 100
Ontario, NY 14519
315-333-5003

Agreement

Client Information		Event Information	
Town of Pittsford		Date:	January 28, 2025
35 Lincoln Ave		Event Date:	Various dates
Pittsford, NY 14534		Event Location:	Pittsford Sutherland High School
Contact:	Kathleen Laskey	Phone:	55 Sutherland St, Pittsford
Email:	KLaskey@townofpittsford.org	Day of Event Cell:	Kathleen -585-645-9247

Event Type	Ground Surface	Client Volunteers	Electric	Est. Arrival	Balance Due
outdoor	grass	0	provided by: client	TBD	Date of Movie

Equipment or Service provided:

Product	AIC Staff	Event Time	Hours	Amount
OUTDOOR MOVIE JULY 10	1	Dusk		\$1,400.00
OUTDOOR MOVIE JULY 24	1	Dusk		\$1,400.00
OUTDOOR MOVIE AUGUST 07	1	Dusk		\$1,400.00
OUTDOOR MOVIE AUGUST 21	1	Dusk		\$1,400.00
55 Sutherland Street, Pittsford				
SPECIFIC CONDITIONS: customer must provide adequate electric unless generator is listed above.		Sub Total	\$5,600.00	
Checks should be made payable to: Adventures In Climbing, LLC		Sales Tax		
		Total	\$5,600.00	

Deposit

Balance Due \$5,600.00

This rental equipment has been received in very good condition and will be returned in the same condition (ordinary wear and tear acceptable). Customer assumes all responsibility for injuries to persons and damages to property, and agrees to release and hold harmless, Adventures In Climbing, LLC (AIC) for any and all claims, of whatsoever nature arising out of use of the rental equipment while in his/her custody. In the event that the release and hold harmless as contained herein is held unenforceable for any reason, customer hereby agrees to a limit on any damages claimed by customer to the total paid to AIC for the rental. Customer agrees not to loan, sublet or otherwise dispose of equipment or use it at any other location. Customer grants AIC the right to enter premises of customer at anytime to repossess said equipment. Customer agrees to pay in full the replacement cost, including labor and shipping, for all damages to rental equipment. If the inflatable equipment is lost, stolen or damaged beyond repair the renter agrees to pay up to \$3,000.00 (Three thousand dollars) per inflated piece for replacement of inflatable. The person(s) or organization renting this equipment from AIC will be held responsible and liable for any and all damage or injury occurring for any reason whatsoever. Customer agrees to reimburse AIC for all attorney fees, an amount not less than 50% of all sums due, court cost and expenses incurred by AIC to enforce collection or to preserve or enforce rights under this contract. There are no warranties of merchantability or fitness either expressed or implied.

I have read the above agreement and fully understand and accept the conditions above. I am aware that in my care I am fully responsible for the inflatable or other equipment rented and will pay for any loss or damages that may occur.

Lessee does not waive any claims arising from lessor's acts or omissions.

AB 2/14/15

Signature_____

Print Name_____

Date_____

Pittsford Food Truck and Music Fest

Vendor Agreement

Hammerl Amusements

Vendor Terms of Operation: Vendor agrees to provide amusement rides for the Pittsford Food Truck and Music Fest sponsored by the Town of Pittsford located on South Main St. in the Village of Pittsford.

Pittsford Food Truck and Music Fest - September 13, 2025 - 12-9PM (event hours)

Fee: The Town shall pay to the Vendor \$7,920.00. Such fee shall be paid within 15 business days after the event.

Equipment: Vendor shall furnish and install any and all equipment for the event. This includes all necessary electrical equipment to power the rides along with any additional equipment that is required for set up. When setting up their equipment, Vendor shall consider the safety of all festival patrons.

Vendor shall provide the following:

September 13, 2025- 12-9PM

1. Spinner Ride (35x35)
2. Dizzy Dragons (35x35)
3. Inflatable Slide (15x20)

Setup: Vendor setup time will begin at 5:00PM on Friday, September 12. All set up and inspections must be complete no later than 11:30AM on the date of the event. Vendor vehicles and trailers must be removed from the festival site by 11:30AM and parked in the designated Vendor parking area. Vendor shall remove all equipment and other property from the area immediately following the completion of the event and such removal shall be completed no later than *11:00PM on the date of the event*. Failure to do so will result in the Town removing any remaining property of the Vendor, with the Vendor responsible for all costs of the removal. Vendors are not permitted to breakdown rides until the completion of the event and the area is clear of all attendees.

Liability: The Vendor shall protect, defend, indemnify and hold harmless the Town from any and all claims, costs, damages, liabilities and expenses (including reasonable attorneys' fees) of any nature whatsoever for injury, death to persons or property damage arising out of or in any way related to the Vendor's presence at the festival.

The protection of Vendor's property is the responsibility of the Vendor. Vendor is solely responsible for the loss of, or damage to, its property left in the booth or at the festival site.

Vendor acknowledges that street sweepers and washers may be cleaning the festival site in the evening, and that such operations may cause damage to any equipment,

fixtures and any other property left on the site by Vendor. Should damage or loss occur, Vendor agrees not to hold the Town of Pittsford responsible.

Vendor is required to provide proof of general liability insurance listing the Town of Pittsford as additional insured.

Agreement and Termination: The Town and Vendor mutually agree that the operation of Vendor's business on site during the festival shall be governed by the terms of the Agreement and that such Agreement, including any attachments or amendments to said Agreement constitute the entire Agreement between the parties hereto with respect to the subject matter hereof and may not be changed or modified except by instrument or writing and signed by both parties with such Agreement being defined as an amendment to the Agreement.

The Town may, at its absolute and sole discretion, terminate the Agreement between the Town and Vendor at any time upon a breach by vendor of any of the terms, provisions, and conditions set forth in said Agreement, with no obligation whatsoever to the Vendor.

In the event that the Town terminates the agreement for any reason other than a breach by Vendor, the Town shall pay a 20% cancellation fee for any termination occurring 24 hours or more in advance of the event or the full balance if the termination occurs within 24 hours of the event.

Upon termination of Agreement, the Town may, at its sole discretion, permit any other person to take up such space(s) as reserved for the Vendor.

Vendor Signature _____ Date _____
Lynn Ritchie
Hammerl Amusements

Town of Pittsford _____ Date _____
William A. Smith, Town Supervisor

PLEASE RETURN THIS SIGNED AGREEMENT BY March 1, 2025 TO:

Town of Pittsford
Department of Recreation
35 Lincoln Avenue
Pittsford NY 14534
585-248-6280

MEMORANDUM

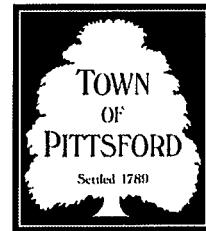
To: William A. Smith and Pittsford Town Board

From: Jessie R. Hollenbeck, Recreation Director

Date: February 14, 2025

Regarding: 2025 Community Festival Temporary Access Licenses

For Meeting On: February 26, 2025



Ladies and Gentlemen:

Attached you will find sample temporary access licenses for the 2025 community festivals.

<u>Festival</u>	<u>Location</u>	<u>Time</u>
Paddle and Pour	North Main Street	Noon-10pm
Food Truck and Music Fest	South Main Street	Noon-9pm

Activity and vendor space will be provided at several properties along North & South Main Street. The attached sample documents were drafted in cooperation with the Town Attorney.

RESOLUTION

RESOLVED, that the Town Board authorize the Town Supervisor to sign temporary access licenses in regards to the Pittsford community festivals.

TOWN OF PITTSFORD

SETTLED 1789

Recreation Department

SAMPLE

35 LINCOLN AVENUE, PITTSFORD, NY 14534
TEL. 585-248-6280 FAX 585-248-6286

Town of Pittsford Temporary Access License:

Owner's Name: Village of Pittsford

Property Address: 21 N. Main St
Pittsford, NY 14534

The undersigned, as owner of real property known as the Village of Pittsford at, 21 N. Main St, Pittsford, NY 14534, in consideration of one dollar, receipt whereof is hereby acknowledged, does hereby grant to the Town of Pittsford, a municipal corporation with offices at 11 South Main Street, Pittsford, New York, a Temporary Access License for permission to enter upon the premises above described, on foot or vehicle and with machinery, tools, or equipment, as necessary, for the following purposes:

Setup of an event tent in the parking lot of said property. Tent will be used for children's activities and entertainment. Area will also be used for additional community group and sponsor tents. Other items to be set up on the Village of Pittsford property include, but are not limited to, tables, chairs, and trash receptacles. The Town of Pittsford also has permission for general use of outside water and electric services for event needs.

Time of Temporary Access License – Paddle and Pour:

Start Time: 6:00pm Friday, May 23, 2025

Finish Time: 12:00pm Sunday, May 25, 2025

Actual Event Time: 12:00pm Saturday, May 24, 2025 - 10:00pm Saturday, May 24, 2025

This Temporary License is granted upon the following conditions:

1. The Town will remove property, restore the surface of all disturbed areas to substantially the same condition as existing prior to the Town's entering the premises.
2. The Town will use all reasonable precautions to preserve and save from damage or destruction any trees, shrubbery, fences, posts and lamps within the area.
3. The Town will name the Village of Pittsford as additional insured parties under the Town's liability insurance policy with respect to the Paddle and Pour event and provide evidence prior to the event.

Owner

Date

Town of Pittsford Representative

Date

TOWN OF PITTSFORD

SETTLED 1789

Recreation Department

35 LINCOLN AVENUE, PITTSFORD, NY 14534
TEL. 585-248-6280 FAX 585-248-6286

SAMPLE

Town of Pittsford Temporary Access License:

Owner's Name: 19 South Main Street LLC (Cyndi Weis)

Property Address: 19 South Main Street
Pittsford, NY 14534

The undersigned, as owner of real property known as 19 South Main Street, Pittsford, NY 14534, in consideration of one dollar, receipt whereof is hereby acknowledged, does hereby grant to the Town of Pittsford, a municipal corporation with offices at 11 South Main Street, Pittsford, New York, a Temporary Access License for permission to enter upon the premises above described, on foot or vehicle and with machinery, tools, or equipment, as necessary, for the following purpose:

To accommodate space for equipment, and permit parking during the Town's Food Truck and Music Fest. The Town of Pittsford also has permission for general use of outside water and electric services for event needs.

Time of Temporary Access License – Pittsford Food Truck and Music Fest:

Start Time: 5:00am Saturday, September 13, 2025

Finish Time: 11:30pm Saturday, September 13, 2025

Actual Event Time: 12:00pm Saturday, September 13 - 9:00pm Saturday, September 13, 2025

This Temporary License is granted upon the following conditions:

1. The Town will restore the surface of all disturbed areas to substantially the same condition as existing prior to the Town's entering the premises.
2. The Town will use all reasonable precautions to preserve and save from damage or destruction any trees, shrubbery, fences, posts and lamps within the area.
3. The Town will name 19 South Main Street LLC as an additional insured under the Town's liability insurance policy with respect to the Food Truck and Music Fest.

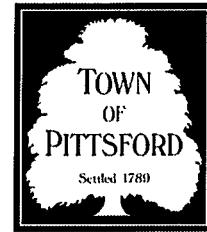
Owner

Date

Town of Pittsford Representative

Date

MEMORANDUM



To: William A. Smith and Pittsford Town Board

From: Jessie R. Hollenbeck, Recreation Director

Date: February 18, 2025

Regarding: GVRPS Annual Conference Attendance

For Meeting On: February 26, 2025

Ladies and Gentlemen:

I would like to request that Kathleen Laskey, Joseph Battaglia, and Meghan Brooks attend the Genesee Valley Recreation and Park Society Annual Conference on Friday, March 14th at Great Lakes Gaming located in Rochester, NY.

This conference will allow staff to attend educational sessions and network with other recreation professionals in the area. There will be numerous opportunities for educational sessions, a keynote session, and networking experiences.

The cost of registration is \$45 per participant (\$135 total) and falls within the Recreation Department's budget for professional development.

Thank you!

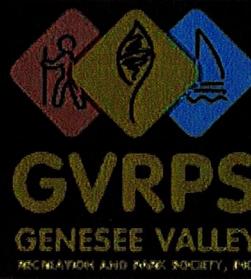
RESOLUTION

RESOLVED, that the Town Board authorize conference attendance for recreation department staff to attend the Genesee Valley Recreation and Park Society Annual Conference.

2025 ANNUAL

GVRPS CONFERENCE

3.14.2025 | 9AM-3PM



9:00am	Registration
9:15am	Opening Remarks
9:30am	Great Lakes Gaming Keynote
10:45am	Session Block 1 <ul style="list-style-type: none">• Bringing Interesting History To Your Programming• Benefits of Tennis,<ul style="list-style-type: none">◦ Effects of Pickleball on Tennis and Maximizing play areas
12:10pm	Lunch and Awards Ceremony
1:30pm	Session Block 2 <ul style="list-style-type: none">• Senior Focused Roundtable• Greenspace/Sustainability Roundtable• Problems & Solutions in Recreation Roundtable
3:00pm	Networking Social

GLG

GREAT LAKES GAMING



Budget Transfers

Be it resolved that the following are approved:

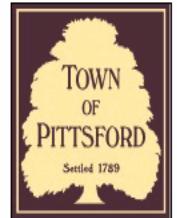
That \$9,000.00 be transferred from 1.9950.9000.1.1 (General Fund – Capital Improvements) to the Turf Maintenance Capital Reserve Fund per the contract agreement with Pittsford Central School District.

That \$5,550.00 be transferred from 1.9950.9000.1.1 (General Fund – Capital Improvements) to 1.2620.2007.10.19 (Kings Bend Park – Capital Improvements) to replace four bathroom windows per the 2025 budget.

Accounts Payable

Outstanding Invoices

User: BLuke@townofpittsford.org
 Printed: 2/21/2025 - 9:08 AM
 Date Type: JE Date
 Date Range: 01/21/2025 to 02/21/2025
 Account Range: (All)



Vendor

Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
00189 - REGIONAL INTERNATIONAL CORPORATION						
0004-5130-4106-0053-000	1/31/2025	4/19/2024	011223008p	00414-01-2025	945.58	used credit
Task Label:		Type:	PO Number:			
0004-5130-4106-0053-000	1/31/2025	1/23/2025	011241646p	00414-01-2025	137.60	mirror 455
Task Label:		Type:	PO Number:	122136		
0004-5130-4106-0053-000	1/31/2025	1/23/2025	011241845p	00413-01-2025	51.61	air valve 462
Task Label:		Type:	PO Number:	122148		
0004-5130-4106-0053-000	2/12/2025	2/7/2025	011242647p	00162-02-2025	94.72	brake chamber 462
Task Label:		Type:	PO Number:	122175		
0004-5130-4106-0053-000	2/12/2025	2/7/2025	011242654P	00162-02-2025	330.48	brake chamber 462
Task Label:		Type:	PO Number:	122175		
						1,559.99
Total for Vendor 00189 - REGIONAL INTERNATIONAL CORPORATION:						1,559.99
00191 - SHERWIN-WILLIAMS						
0001-5132-2007-0001-000	1/28/2025	1/22/2025	5519-3	00392-01-2025	79.94	paint for sign shop
Task Label:		Type:	PO Number:	122144		
						79.94
Total for Vendor 00191 - SHERWIN-WILLIAMS:						79.94
00214 - ALLIANCE DOOR & HARDWARE						
0006-8120-4125-0002-000	1/30/2025	1/24/2025	239667	00390-01-2025	706.00	OVERHEAD DOOR REPAIR
Task Label:		Type:	PO Number:			
0006-8120-4125-0002-000	1/30/2025	1/26/2025	239708	00390-01-2025	299.16	REPAIR DOOR OPERATOR
Task Label:		Type:	PO Number:			
0001-5132-4400-0010-000	2/14/2025	1/30/2025	239791	00174-02-2025	307.96	overhead door repair
Task Label:		Type:	PO Number:	122134		
0001-2620-4400-0010-000	2/18/2025	2/12/2025	82224	00199-02-2025	535.00	Side (west) entrance auto doors not working properly.
Task Label:		Type:	PO Number:	111102		
						1,848.12
Total for Vendor 00214 - ALLIANCE DOOR & HARDWARE:						1,848.12
00280 - SAXBY IMPLEMENT CORP.						
0001-7110-4133-0010-711	1/24/2025	1/21/2025	4252	00303-01-2025	20.15	power pruner parts, trimmer line

Vendor

Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
00280 - SAXBY IMPLEMENT CORP.						
Task Label: 0001-7110-4133-0010-711	1/24/2025	Type: 1/21/2025	4255	PO Number: 650478 00303-01-2025	159.98	power pruner parts, trimmer line
Task Label:		Type:		PO Number: 650478		
Total for Vendor 00280 - SAXBY IMPLEMENT CORP.:						180.13
00353 - S & S WORLDWIDE, INC						
0001-7020-4400-3299-000	1/31/2025	1/30/2025	IN101540593	00376-01-2025	163.27	After School craft supplies.
Task Label: 0001-7020-4400-3299-000	2/14/2025	Type: 2/13/2025	IN101546966	00201-02-2025	20.35	After School craft supplies.
Task Label:		Type:		PO Number:		
Total for Vendor 00353 - S & S WORLDWIDE, INC.:						183.62
00565 - BENEFIT RESOURCE, LLC						
0001-9089-8000-0001-000	2/4/2025	1/31/2025	1072599	00017-02-2025	123.20	FSA Monthly Administration
Task Label:		Type:		PO Number:		
0002-9089-8000-0001-000	2/4/2025	1/31/2025	1072599	00017-02-2025	4.62	FSA Monthly Administration
Task Label:		Type:		PO Number:		
0006-9089-8000-0001-000	2/4/2025	1/31/2025	1072599	00017-02-2025	4.62	FSA Monthly Administration
Task Label:		Type:		PO Number:		
0001-9089-8000-0001-000	2/4/2025	1/31/2025	1072599	00017-02-2025	550.00	Annual Compliance Support
Task Label:		Type:		PO Number:		
0003-9089-8000-0001-000	2/4/2025	1/31/2025	1072599	00017-02-2025	7.70	FSA Monthly Administration
Task Label:		Type:		PO Number:		
0005-9089-8000-0001-000	2/4/2025	1/31/2025	1072599	00017-02-2025	7.70	FSA Monthly Administration
Task Label:		Type:		PO Number:		
0004-9089-8000-0001-000	2/4/2025	1/31/2025	1072599	00017-02-2025	6.16	FSA Monthly Administration
Task Label:		Type:		PO Number:		
Total for Vendor 00565 - BENEFIT RESOURCE, LLC:						704.00
00608 - NOCO ENERGY CORP.						
0005-5110-4108-0002-000	2/11/2025	1/16/2025	SP12971430	00140-02-2025	637.58	248.3 gallons
Task Label:		Type:		PO Number:		
0004-5142-4108-0002-000	2/13/2025	2/13/2025	SP12977297	00171-02-2025	555.01	195.30 gallons
Task Label:		Type:		PO Number:		
Total for Vendor 00608 - NOCO ENERGY CORP.:						1,192.59
00760 - GRAYBAR ELECTRIC CO INC.						
0001-5132-4400-0010-000	1/27/2025	1/9/2025	9340422238	00330-01-2025	12.38	wire/outlets
Task Label:		Type:		PO Number: 122103		
0001-5132-4400-0010-000	1/27/2025	1/10/2025	9340435995	00330-01-2025	323.55	wire/outlets

Vendor

Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
00760 - GRAYBAR ELECTRIC CO INC.						
Task Label:		Type:		PO Number:	122103	
Total for Vendor 00760 - GRAYBAR ELECTRIC CO INC.:					335.93	
00761 - CUMMINS INC.						
0006-8120-2006-0002-000	1/23/2025	1/10/2025	S1-250125836	00307-01-2025	27,208.00	REPLACEMENT GENERATOR MITCHELL ESTATES PS
Task Label:		Type:		PO Number:	103398	
0006-8120-2007-0002-000	2/4/2025	1/28/2025	W2-250140902	00050-02-2025	459.69	Repair Lehigh pump station generator
Task Label:		Type:		PO Number:		
Total for Vendor 00761 - CUMMINS INC.:					27,667.69	
00856 - VP SUPPLY CORP.						
0006-8120-4111-0002-000	1/30/2025	1/28/2025	5849537	00386-01-2025	14.93	ELECTRICAL CONDUIT FOR PSD FLUSHER BARN
Task Label:		Type:		PO Number:	103723	
0001-7020-2002-0001-000	2/19/2025	2/13/2025	5862827	00219-02-2025	0.68	Rec office expense.
Task Label:		Type:		PO Number:		
Total for Vendor 00856 - VP SUPPLY CORP.:					15.61	
00934 - THE IDEA WORKS OF NY, INC						
0001-2620-4400-0010-000	1/23/2025	1/13/2025	39416	00298-01-2025	278.85	T-SHIRTS AND JACKET FOR NEW HIRE
Task Label:		Type:		PO Number:	103659	
0001-7110-4110-0002-711	1/24/2025	1/13/2025	39417	00313-01-2025	772.50	uniforms
Task Label:		Type:		PO Number:	650457	
0004-5130-4110-0053-000	1/28/2025	1/13/2025	39413	00401-01-2025	485.00	jackets
Task Label:		Type:		PO Number:	122060	
Total for Vendor 00934 - THE IDEA WORKS OF NY, INC.:					1,536.35	
00981 - AMERICAN ROCK SALT COMPANY, LLC						
0004-5142-4119-0050-000	1/23/2025	1/23/2025	0781530	00322-01-2025	37,889.25	622.39 ton salt
Task Label:		Type:		PO Number:	122101	
0004-5142-4119-0050-000	1/23/2025	1/16/2025	0782078	00322-01-2025	14,312.88	235.10 ton salt
Task Label:		Type:		PO Number:	122101	
0004-5142-4119-0050-000	1/23/2025	1/17/2025	0782590	00322-01-2025	7,136.97	117.23 ton salt
Task Label:		Type:		PO Number:	122101	
0004-5142-4119-0050-000	1/23/2025	1/20/2025	0783131	00322-01-2025	4,730.38	4730.38 ton salt
Task Label:		Type:		PO Number:	122101	
0004-5142-4119-0050-000	1/23/2025	1/21/2025	0783578	00322-01-2025	11,709.65	192.34 ton salt
Task Label:		Type:		PO Number:	122101	
0004-5142-4119-0050-000	1/31/2025	1/8/2025	0784135	00412-01-2025	10,966.32	180.13 ton salt
Task Label:		Type:		PO Number:	122101	
0004-5142-4119-0050-000	1/31/2025	1/23/2025	0784638	00412-01-2025	4,811.35	79.03 ton salt

Vendor

Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
00981 - AMERICAN ROCK SALT COMPANY, LLC						
	Task Label:		Type:	PO Number:	122101	
Total for Vendor 00981 - AMERICAN ROCK SALT COMPANY, LLC:						
					91,556.80	
00984 - FERGUSON ENTERPRISES INC						
0001-2620-4118-0010-000	2/11/2025	2/5/2025	2357839	00084-02-2025	49.69	2 purge valves for TH heat pump
	Task Label:		Type:	PO Number:	111103	
Total for Vendor 00984 - FERGUSON ENTERPRISES INC:						
					49.69	
00996 - ALRO STEEL CORPORATION						
0005-5110-4145-0055-000	1/28/2025	1/14/2025	FAN3208RZ	00402-01-2025	1,491.94	rebar for risers
	Task Label:		Type:	PO Number:	122113	
Total for Vendor 00996 - ALRO STEEL CORPORATION:						
					1,491.94	
01002 - KAREN HANSON						
0001-7020-4400-2174-000	2/19/2025	2/19/2025	250519Hanson	00239-02-2025	2,600.16	February instructor payment 110401, 140402 Ballet.
	Task Label:		Type:	PO Number:		
Total for Vendor 01002 - KAREN HANSON:						
					2,600.16	
01071 - TRACEY ROAD EQUIPMENT						
0005-1989-2003-0000-000	2/19/2025	2/18/2025	M105002657	00274-02-2025	103,463.00	Vehicle #441-1 – 2024 Freightliner M2-106 Brush Truck
	Task Label:		Type:	PO Number:	111091	
Total for Vendor 01071 - TRACEY ROAD EQUIPMENT:						
					103,463.00	
01097 - CREIGHTON SELF-DEFENSE INC						
0001-7020-4400-1110-000	2/19/2025	2/19/2025	250219Creighton	00230-02-2025	3,664.75	February instructor payment Martial Arts.
	Task Label:		Type:	PO Number:		
Total for Vendor 01097 - CREIGHTON SELF-DEFENSE INC:						
					3,664.75	
01112 - DADY BROTHERS MUSIC						
0001-6772-4400-4012-000	2/10/2025	2/14/2025	2284	00126-02-2025	150.00	Seniors musical performance 2/14/25.
	Task Label:		Type:	PO Number:		
Total for Vendor 01112 - DADY BROTHERS MUSIC:						
					150.00	
01402 - RAY KERHAERT'S TOWING,INC						
0004-5130-4400-0053-000	1/27/2025	1/27/2025	036776	00327-01-2025	350.00	tow 451
	Task Label:		Type:	PO Number:	122133	

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Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
01402 - RAY KERHAERT'S TOWING,INC						
0004-5130-4400-0053-000	2/12/2025	2/7/2025	029993	00163-02-2025	1,625.00	tow 455
Task Label:		Type:		PO Number:	122176	
Total for Vendor 01402 - RAY KERHAERT'S TOWING,INC:					1,975.00	
01504 - CHASE CARD SERVICES						
0003-7410-4133-0001-000	1/30/2025	12/20/2024	BPPSTRIPE-0002	00354-01-2025	739.50	Children's iPad Cases
Task Label:		Type:		PO Number:	88886	
0003-7410-4133-0001-000	1/30/2025	1/21/2025	MB51944958	00354-01-2025	987.00	Children's iPads
Task Label:		Type:		PO Number:	88879	
0001-7550-4000-0011-000	1/30/2025	1/29/2025	Y8R379Q4E8JB0	00369-01-2025	79.21	Cake for Sal Tantalo
Task Label:		Type:		PO Number:		
0001-1680-4409-0003-000	2/10/2025	2/10/2025	INV290509597	00059-02-2025	480.00	Webinar 500 Annual PROMO - 2025
Task Label:		Type:		PO Number:		
0001-1680-4409-0003-000	2/10/2025	2/10/2025	INV290509597	00059-02-2025	2,199.00	10x Zoom Workplace Business Annual - 2025
Task Label:		Type:		PO Number:		
0006-8110-4600-0002-000	2/19/2025	2/5/2025	144033	00271-02-2025	20.00	Sewer Shipping Costs
Task Label:		Type:		PO Number:		
0001-1680-4409-0003-000	2/20/2025	2/20/2025	1737717	00270-02-2025	107.89	SignUpGenius Pro Silver (Annual) 2/14/25 - 2/14/26
Task Label:		Type:		PO Number:		
Total for Vendor 01504 - CHASE CARD SERVICES:					4,612.60	
01519 - GRASSLAND EQUIPMENT AND IRRIGATION CORPORATION						
0001-7110-4133-0010-711	2/12/2025	1/24/2025	1383547	00108-02-2025	559.55	seals and bearings toro mower 348-1
Task Label:		Type:		PO Number:	650498	
Total for Vendor 01519 - GRASSLAND EQUIPMENT AND IRRIGATION CORPORATION:					559.55	
01579 - BRODNER EQUIPMENT, INC.						
0001-7110-4133-0010-711	1/24/2025	1/9/2025	447957	00312-01-2025	57.98	air filter Husky chainsaw
Task Label:		Type:		PO Number:	650471	
Total for Vendor 01579 - BRODNER EQUIPMENT, INC.:					57.98	
01582 - ACTION TELEPHONE EXCHANGE						
0006-8120-4400-0002-000	1/31/2025	1/28/2025	198001282025	00375-01-2025	253.22	Answering Service
Task Label:		Type:		PO Number:		
Total for Vendor 01582 - ACTION TELEPHONE EXCHANGE:					253.22	
01598 - HOME DEPOT						
0004-5142-4111-0002-000	1/23/2025	1/21/2025	0031531	00321-01-2025	139.44	mailbox supplies

Vendor

Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
01598 - HOME DEPOT						
Task Label:		Type:	PO Number:	122138		
0006-8120-4111-0002-000	1/23/2025	1/21/2025	0523660	00306-01-2025	37.18	DUCT AND DRYER VENT
Task Label:		Type:	PO Number:			
0004-5142-4111-0002-000	1/23/2025	1/22/2025	225.76	00319-01-2025	200.00	mailbox posts
Task Label:		Type:	PO Number:	122140		
0006-8120-4111-0002-000	1/23/2025	1/17/2025	4016132	00306-01-2025	88.75	MISC HARDWARE
Task Label:		Type:	PO Number:			
0005-5110-4145-0055-000	1/23/2025	1/17/2025	4034541	00320-01-2025	43.91	caulk/stay bill
Task Label:		Type:	PO Number:	122132		
0006-8120-4111-0002-000	1/23/2025	1/16/2025	5015935	00306-01-2025	137.88	PLYWOOD, HOOKS
Task Label:		Type:	PO Number:			
0001-7110-4003-0010-711	1/24/2025	1/17/2025	4023311	00317-01-2025	248.50	rags, chisels, punches, etc.
Task Label:		Type:	PO Number:	650484		
0001-7110-4003-0010-711	1/30/2025	1/28/2025	3610315	00388-01-2025	121.16	lubes, extension cord ends, grease, cleaning supplies
Task Label:		Type:	PO Number:	650488		
0001-7110-4003-0010-711	1/30/2025	1/27/2025	4024498	00388-01-2025	370.02	lubes, extension cord ends, grease, cleaning supplies
Task Label:		Type:	PO Number:	650488		
0005-5110-4145-0055-000	1/31/2025	1/30/2025	1017580	00410-01-2025	93.96	roller, 2x8's for catch basin
Task Label:		Type:	PO Number:	122157		
0005-5110-4145-0055-000	1/31/2025	1/30/2025	1095776	00410-01-2025	32.08	roller, 2x8's for catch basin
Task Label:		Type:	PO Number:	122157		
0001-7020-1008-3299-000	1/31/2025	1/29/2025	12470005295852	00378-01-2025	17.01	After School supplies.
Task Label:		Type:	PO Number:			
0005-5110-4145-0055-000	1/31/2025	1/23/2025	8024016	00409-01-2025	605.70	plywood for catch basins
Task Label:		Type:	PO Number:	122146		
0001-5132-2007-0001-000	2/11/2025	1/28/2025	wj75499342	00146-02-2025	604.00	floor paint for sign shop
Task Label:		Type:	PO Number:	122154		
0004-5142-4111-0002-000	2/11/2025	2/11/2025	wm95741438	00145-02-2025	129.53	mailbox post
Task Label:		Type:	PO Number:	122130		
0006-8120-4111-0002-000	2/12/2025	1/31/2025	0017628	00184-02-2025	29.94	WALL MOUNT HOOKS
Task Label:		Type:	PO Number:			
0006-8120-4111-0002-000	2/12/2025	2/10/2025	0018713	00183-02-2025	33.81	couplings, sanding disks
Task Label:		Type:	PO Number:			
0001-7110-4003-0010-711	2/12/2025	2/6/2025	1024807	00103-02-2025	125.75	hose, bushings, clamp
Task Label:		Type:	PO Number:	650499		
0004-5130-4106-0053-000	2/12/2025	2/7/2025	3362578	00151-02-2025	21.96	simply clean supply
Task Label:		Type:	PO Number:	122177		
0006-8120-4111-0002-000	2/12/2025	2/6/2025	4625644	00184-02-2025	214.73	PAINT AND PAINTING SUPPLIES
Task Label:		Type:	PO Number:			
0006-8120-4111-0002-000	2/12/2025	2/5/2025	5018136	00184-02-2025	64.97	CONTRACTOR MEASURING WHEEL
Task Label:		Type:	PO Number:			
0006-8120-4111-0002-000	2/12/2025	2/12/2025	8036925	00183-02-2025	202.39	strip lighting, brackets, bolts, electrical supplies, switches
Task Label:		Type:	PO Number:			
0001-7110-4003-0010-711	2/14/2025	2/12/2025	8021163	00180-02-2025	105.50	air hose reel, hardware
Task Label:		Type:	PO Number:	650503		

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Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
01598 - HOME DEPOT						
0001-7110-4003-0010-711	2/14/2025	2/11/2025	9020994	00180-02-2025	191.27	snow brushes, wire brushes, mag trays
Task Label:		Type:		PO Number:	650503	
0001-2620-4118-0010-000	2/17/2025	2/14/2025	6620597	00142-02-2025	90.18	Wire molds (covers) - library
Task Label:		Type:		PO Number:	111108	
Total for Vendor 01598 - HOME DEPOT:					3,949.62	
01621 - FLEET PRIDE						
0004-5130-4106-0053-000	1/28/2025	1/20/2025	122861193	00397-01-2025	51.90	parts for 451
Task Label:		Type:		PO Number:	122135	
0004-5130-4106-0053-000	2/12/2025	2/3/2025	123183566	00150-02-2025	429.00	451 starter
Task Label:		Type:		PO Number:	122161	
Total for Vendor 01621 - FLEET PRIDE:					480.90	
01672 - AUTO VALUE PARTS STORES						
0004-5130-4106-0053-000	1/28/2025	1/21/2025	715253/20	00396-01-2025	30.08	wiper blades 451/453
Task Label:		Type:		PO Number:	122137	
0004-5130-4106-0053-000	2/11/2025	1/29/2025	715864/20	00144-02-2025	60.16	wiper blades 463/461
Task Label:		Type:		PO Number:	122155	
0004-5130-4106-0053-000	2/13/2025	2/10/2025	716957/20	00164-02-2025	25.26	423 headlight bulbs
Task Label:		Type:		PO Number:	122181	
0004-5130-4106-0053-000	2/13/2025	2/10/2025	716958/20	00167-02-2025	28.46	423 headlight bulbs
Task Label:		Type:		PO Number:	122181	
Total for Vendor 01672 - AUTO VALUE PARTS STORES:					143.96	
01809 - BRIGHTON MOWER SERV., INC						
0001-7110-4133-0010-711	1/30/2025	1/29/2025	118324	00387-01-2025	87.94	bearings toro mower 340-2
Task Label:		Type:		PO Number:	650489	
Total for Vendor 01809 - BRIGHTON MOWER SERV., INC:					87.94	
02053 - NAPA AUTO PARTS						
0001-7110-4133-0010-711	1/30/2025	1/27/2025	100454	00389-01-2025	60.52	air filters for line marker
Task Label:		Type:		PO Number:	650486	
0004-5130-4106-0053-000	2/5/2025	1/27/2025	100376	00069-02-2025	65.43	wire, wire loom
Task Label:		Type:		PO Number:	122151	
0001-7110-4105-0002-711	2/14/2025	2/13/2025	101256	00192-02-2025	47.50	power steering fluid, absorbent
Task Label:		Type:		PO Number:	650506	
Total for Vendor 02053 - NAPA AUTO PARTS:					173.45	

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Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
02065 - THOMSON REUTERS - WEST						
0001-1420-4126-0001-000	2/11/2025	2/1/2025	851417796	00098-02-2025	353.54	Westlaw Database February 2025
Task Label:		Type:		PO Number:		
Total for Vendor 02065 - THOMSON REUTERS - WEST:					353.54	
02100 - SOFTWARE HOUSE INTERNATIONAL, INC.						
0006-1989-2001-0003-000	1/23/2025	1/23/2025	B19281220	00280-01-2025	811.20	8x O365 E1 Sub Per User
Task Label:		Type:		PO Number:	115287	
0002-1989-2001-0003-000	1/23/2025	1/23/2025	B19281220	00280-01-2025	861.12	12x Exchange Online P2 Sub Per User
Task Label:		Type:		PO Number:	115287	
0001-1989-2001-0003-000	1/23/2025	1/23/2025	B19281220	00280-01-2025	19,430.40	80x O365 E3 Sub Per User
Task Label:		Type:		PO Number:	115287	
0001-1989-2001-0003-000	2/12/2025	2/12/2025	B19298165	00092-02-2025	21.36	Adobe Acrobat Pro for teams - REC Subscription - 1 user - GOV
Task Label:		Type:		PO Number:	115299	
Total for Vendor 02100 - SOFTWARE HOUSE INTERNATIONAL, INC.:					21,124.08	
02221 - VICTOR POWER EQUIPMENT						
0006-8120-4111-0002-000	1/23/2025	1/22/2025	326626	00308-01-2025	25.94	CHAINSAW PARTS
Task Label:		Type:		PO Number:	103717	
Total for Vendor 02221 - VICTOR POWER EQUIPMENT:					25.94	
02233 - BEAM MACK SALES & SERVICE						
0004-5130-4106-0053-000	2/11/2025	1/30/2025	401645r	00148-02-2025	266.52	slack adjuster 457
Task Label:		Type:		PO Number:	122158	
Total for Vendor 02233 - BEAM MACK SALES & SERVICE:					266.52	
02474 - APPLE INC.						
0001-1989-2001-0003-000	2/11/2025	2/11/2025	MB52545190	00089-02-2025	1,398.00	2x iPad WiFi & Cellular
Task Label:		Type:		PO Number:	115295	
Total for Vendor 02474 - APPLE INC.:					1,398.00	
02662 - ROCHESTER FENCING CLUB						
0001-7020-4400-1288-00:	2/19/2025	2/19/2025	250219ROCFence	00254-02-2025	36.40	February instructor payment 141203 FIT Kids.
Task Label:		Type:		PO Number:		
0001-7020-4400-1288-00:	2/19/2025	2/19/2025	250219ROCFence	00254-02-2025	18.20	February instructor payment 141203 FIT Kids.
Task Label:		Type:		PO Number:		
Total for Vendor 02662 - ROCHESTER FENCING CLUB:					54.60	

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02729 - BETH WERNER						
0001-7020-4400-4204-000	2/19/2025	2/19/2025	250219Werner	00264-02-2025	844.20	February instructor payment 140501 Private Piano Lessons.
Task Label: Type: PO Number:						
Total for Vendor 02729 - BETH WERNER: 844.20						
02750 - TOSHIBA BUSINESS SOLUTIONS						
0001-1680-4404-0003-000	1/22/2025	1/22/2025	6468055	00277-01-2025	283.14	Managed Print Services NO-Network Printers-1/15/2025-2/14/2025
Task Label: Type: PO Number:						
0003-7410-4001-0001-000	1/30/2025	12/2/2024	6434791	00355-01-2025	38.70	Workroom Copier
Task Label: Type: PO Number:						
0003-7410-4001-0001-000	1/30/2025	12/2/2024	6434972	00355-01-2025	210.08	Workroom Copier
Task Label: Type: PO Number:						
0003-7410-4001-0001-000	1/30/2025	1/7/2025	6465209	00355-01-2025	178.71	Workroom Copier
Task Label: Type: PO Number:						
0003-7410-4001-0001-000	1/30/2025	1/7/2025	6465318	00355-01-2025	28.11	Workroom Copier
Task Label: Type: PO Number:						
0001-7020-4409-0001-000	2/5/2025	2/3/2025	6482565	00042-02-2025	449.27	Recreation copier service 01/01/25-01/31/25.
Task Label: Type: PO Number:						
0003-7410-4001-0001-000	2/7/2025	2/3/2025	6478986	00075-02-2025	52.09	Public Copier
Task Label: Type: PO Number:						
0003-7410-4001-0001-000	2/7/2025	2/3/2025	6479008	00075-02-2025	195.52	Workroom Copier
Task Label: Type: PO Number:						
0001-6772-4409-0001-000	2/7/2025	2/5/2025	6491266	00122-02-2025	39.32	Seniors copier service 01/10/25-02/09/25/
Task Label: Type: PO Number:						
0001-1680-4409-0003-000	2/11/2025	2/11/2025	6482979	00070-02-2025	1,000.00	DocuWare-Solutions Software Support 2/1/2025-2/28/2025
Task Label: Type: PO Number:						
0001-1620-4409-0001-000	2/12/2025	2/3/2025	6482558	00215-02-2025	236.49	Maintenance Invoice 1st Floor Copier-01/01/2025-01/31/2025
Task Label: Type: PO Number:						
0006-8110-4409-0001-000	2/12/2025	2/5/2025	6491270	00111-02-2025	26.68	PSD - TOSHIBA MONTHLY COPIER MAINTENANCE
Task Label: Type: PO Number:						
0001-5132-4400-0010-000	2/14/2025	2/5/2025	6491244	00168-02-2025	35.76	january billing
Task Label: Type: PO Number:						
0001-1680-4404-0003-000	2/19/2025	2/19/2025	6492672	00205-02-2025	283.14	Managed Print Services NO-Network Printers-2/15/2025-3/14/2025
Task Label: Type: PO Number:						
0001-1680-4404-0003-000	2/19/2025	2/19/2025	6493261	00206-02-2025	172.15	Managed Print Services-Network Printers-2/15/2025-3/14/2025
Task Label: Type: PO Number:						
Total for Vendor 02750 - TOSHIBA BUSINESS SOLUTIONS: 3,229.16						
02818 - ABVI - GOODWILL						
0001-6772-4400-0029-000	2/5/2025	1/31/2025	IN0016005	00045-02-2025	3,303.44	January MWF County Lunches.
Task Label: Type: PO Number:						

Vendor

Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
Total for Vendor 02818 - ABVI - GOODWILL:					3,303.44	
02951 - HADLOCK PAINT CO. INC.						
0001-2620-4118-0010-001	1/23/2025	1/16/2025	P0170623	00297-01-2025	35.11	Paint supplies
Task Label:		Type:	PO Number:	111088		
0001-2620-4118-0010-001	1/23/2025	1/16/2025	P0170621	00297-01-2025	307.40	PAINT AND PRIMER
Task Label:		Type:	PO Number:	111088		
0001-2620-4118-0010-001	1/27/2025	1/23/2025	P0170893	00360-01-2025	130.45	PRIMER FOR KINGS BEND
Task Label:		Type:	PO Number:	103719		
0001-7110-4003-0010-711	2/12/2025	2/6/2025	p0171374	00181-02-2025	58.85	wood stain
Task Label:		Type:	PO Number:	650501		
Total for Vendor 02951 - HADLOCK PAINT CO. INC.:					531.81	
02955 - EXCELLUS						
0006-9060-8000-0001-001	2/20/2025	2/17/2025	000042268187	00275-02-2025	2,915.08	Sewer
Task Label:		Type:	PO Number:			
0005-9060-8000-0055-001	2/20/2025	2/17/2025	000042268187	00275-02-2025	6,862.78	Highway (PT)
Task Label:		Type:	PO Number:			
0003-9060-8000-0001-001	2/20/2025	2/17/2025	000042268187	00275-02-2025	3,331.52	Library
Task Label:		Type:	PO Number:			
0004-9060-8000-0050-001	2/20/2025	2/17/2025	000042268187	00275-02-2025	5,177.18	Highway (WT)
Task Label:		Type:	PO Number:			
0001-9060-8000-0001-001	2/20/2025	2/17/2025	000042268187	00275-02-2025	13,326.08	Whole Town
Task Label:		Type:	PO Number:			
0002-9060-8000-0001-001	2/20/2025	2/17/2025	000042268187	00275-02-2025	2,915.08	Part Town
Task Label:		Type:	PO Number:			
Total for Vendor 02955 - EXCELLUS:					34,527.72	
02958 - MVP HEALTH CARE						
0003-9060-8000-0001-001	2/19/2025	2/10/2025	000000020987121	00273-02-2025	19,912.89	Library
Task Label:		Type:	PO Number:			
0004-9060-8000-0050-001	2/19/2025	2/10/2025	000000020987121	00273-02-2025	37,515.55	Highway (WT)
Task Label:		Type:	PO Number:			
0002-9060-8000-0001-001	2/19/2025	2/10/2025	000000020987121	00273-02-2025	21,444.49	Part Town
Task Label:		Type:	PO Number:			
0005-9060-8000-0055-001	2/19/2025	2/10/2025	000000020987121	00273-02-2025	45,283.12	Highway (PT)
Task Label:		Type:	PO Number:			
0001-9060-8000-0001-001	2/19/2025	2/10/2025	000000020987121	00273-02-2025	83,126.93	Whole Town
Task Label:		Type:	PO Number:			
0006-9060-8000-0001-001	2/19/2025	2/10/2025	000000020987121	00273-02-2025	21,886.70	Sewer
Task Label:		Type:	PO Number:			

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Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
Total for Vendor 02958 - MVP HEALTH CARE:					229,169.68	
03004 - VAN BORTEL FORD						
0004-5130-4106-0053-000	1/27/2025	1/17/2025	468748	00328-01-2025	207.55	grills for 422
Task Label:		Type:		PO Number:	122128	
0001-6772-4105-0001-000	2/3/2025	1/30/2025	FOCS130348	00028-02-2025	82.95	Seniors bus maintenance - oil change.
Task Label:		Type:		PO Number:		
Total for Vendor 03004 - VAN BORTEL FORD:					290.50	
03030 - DEBORAH ROBINSON						
0001-7020-4400-2158-000	2/19/2025	2/19/2025	250219Robinson	00251-02-2025	215.60	February instructor payment 140406 Belly Dance.
Task Label:		Type:		PO Number:		
Total for Vendor 03030 - DEBORAH ROBINSON:					215.60	
03050 - VIKING CIVES USA						
0004-5130-4106-0053-000	1/31/2025	1/28/2025	4539862	00411-01-2025	155.10	salter chain 463
Task Label:		Type:		PO Number:	122149	
0004-5130-4106-0053-000	2/5/2025	1/22/2025	4539689	00068-02-2025	620.85	cylinder for side dump
Task Label:		Type:		PO Number:		
0004-5130-4106-0053-000	2/5/2025	1/20/2025	cr000005552	00068-02-2025	-590.93	credit -590.93
Task Label:		Type:		PO Number:		
Total for Vendor 03050 - VIKING CIVES USA:					185.02	
03055 - APPLIED BUSINESS SYS INC						
0001-1670-4601-0001-000	2/12/2025	2/7/2025	195400	00218-02-2025	490.00	Postage balance due for Mailing of 2025 Town and County Bills
Task Label:		Type:		PO Number:		
Total for Vendor 03055 - APPLIED BUSINESS SYS INC:					490.00	
03063 - SOLVENTS & PETROLEUM SRV						
0001-7110-4409-0002-711	2/12/2025	1/8/2025	821390	00101-02-2025	501.40	parts washer service
Task Label:		Type:		PO Number:	650495	
Total for Vendor 03063 - SOLVENTS & PETROLEUM SRV:					501.40	
03139 - MCMAHON LARUE ASSOCIATES						
0001-1440-4401-0001-000	2/13/2025	2/11/2025	1272	00138-02-2025	11,764.25	Tobey Road sidewalks
Task Label:		Type:		PO Number:	111057	

Vendor

Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
Total for Vendor 03139 - MCMAHON LARUE ASSOCIATES:						11,764.25
03246 - EDWARDS TREE & LANDSCAPE						
0001-7110-4003-0010-711	1/27/2025	1/25/2025	3234	00362-01-2025	1,850.00	remove large dead tree behind 24 meadow cove (winter work)
Task Label:		Type:		PO Number:	650325	
Total for Vendor 03246 - EDWARDS TREE & LANDSCAPE:						1,850.00
03286 - ELMER W. DAVIS, INC.						
0116-7410-2000-0000-000	2/5/2025	1/24/2025	11038485	00022-02-2025	58,773.00	
Task Label:		Type:		PO Number:		
Total for Vendor 03286 - ELMER W. DAVIS, INC.:						58,773.00
03290 - HILLYARD, INC.						
0001-2620-4104-0009-000	1/23/2025	1/7/2025	605702405	00302-01-2025	204.91	CUSTODIAL SUPPLIES - TOWN HALL
Task Label:		Type:		PO Number:	103690	
0001-2620-4104-0009-000	1/23/2025	1/7/2025	605702405	00302-01-2025	204.93	CUSTODIAL SUPPLIES - THORNELL FARM
Task Label:		Type:		PO Number:	103690	
0001-2620-4117-0009-000	1/23/2025	1/7/2025	605702405	00302-01-2025	122.99	PAPER GOODS - LIBRARY
Task Label:		Type:		PO Number:	103690	
0001-2620-4117-0009-000	1/23/2025	1/7/2025	605702405	00302-01-2025	122.99	PAPER GOODS - SCC
Task Label:		Type:		PO Number:	103690	
0001-2620-4104-0009-000	1/23/2025	1/7/2025	605702405	00302-01-2025	204.91	CUSTODIAL SUPPLIES - MILE POST
Task Label:		Type:		PO Number:	103690	
0001-2620-4117-0009-000	1/23/2025	1/7/2025	605702405	00302-01-2025	122.99	PAPER GOODS - PSD
Task Label:		Type:		PO Number:	103690	
0001-2620-4104-0009-000	1/23/2025	1/7/2025	605702405	00302-01-2025	204.91	CUSTODIAL SUPPLIES - KINGS BEND
Task Label:		Type:		PO Number:	103690	
0001-2620-4104-0009-000	1/23/2025	1/7/2025	605702405	00302-01-2025	204.91	CUSTODIAL SUPPLIES - LIBRARY
Task Label:		Type:		PO Number:	103690	
0001-2620-4104-0009-000	1/23/2025	1/7/2025	605702405	00302-01-2025	204.91	CUSTODIAL SUPPLIES - PARKS GARAGE
Task Label:		Type:		PO Number:	103690	
0001-2620-4117-0009-000	1/23/2025	1/7/2025	605702405	00302-01-2025	122.99	PAPER GOODS - MILE POST
Task Label:		Type:		PO Number:	103690	
0001-2620-4117-0009-000	1/23/2025	1/7/2025	605702405	00302-01-2025	122.99	PAPER GOODS - HIGHWAY
Task Label:		Type:		PO Number:	103690	
0001-2620-4117-0009-000	1/23/2025	1/7/2025	605702405	00302-01-2025	122.99	PAPER GOODS - TOWN HALL
Task Label:		Type:		PO Number:	103690	
0001-2620-4104-0009-000	1/23/2025	1/7/2025	605702405	00302-01-2025	204.91	CUSTODIAL SUPPLIES - PSD
Task Label:		Type:		PO Number:	103690	
0001-2620-4117-0009-000	1/23/2025	1/7/2025	605702405	00302-01-2025	123.00	PAPER GOODS - KINGS BEND
Task Label:		Type:		PO Number:	103690	
0001-2620-4104-0009-000	1/23/2025	1/7/2025	605702405	00302-01-2025	189.67	CUSTODIAL SUPPLIES - HIGHWAY

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Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
03290 - HILLYARD, INC.						
Task Label: 0001-2620-4117-0009-00	1/23/2025	Type: 1/7/2025	PO Number: 605702405	00302-01-2025	123.00	PAPER GOODS - THORNELL FARM
Task Label: 0001-2620-4117-0009-00	1/23/2025	Type: 1/7/2025	PO Number: 605702405	00302-01-2025	122.99	PAPER GOODS - PARKS GARAGE
Task Label: 0001-2620-4104-0009-00	1/23/2025	Type: 1/7/2025	PO Number: 605702405	00302-01-2025	204.91	CUSTODIAL SUPPLIES - SCC
Task Label: 0004-5142-4119-0050-00	1/23/2025	Type: 1/14/2025	PO Number: 605709712	00304-01-2025	778.61	ICE MELT
Task Label: 0001-2620-2007-0010-00	1/23/2025	Type: 1/20/2025	PO Number: 605715410	00301-01-2025	143.00	FLOOR RE-FINISHING SUPPLIES / MIX FLAKES
Task Label: 0001-2620-2007-0010-00	2/3/2025	Type: 2/3/2025	PO Number: 605728725	00049-02-2025	833.10	FLOOR CLEANING SUPPLIES
Task Label: 0004-5142-4119-0050-00	2/12/2025	Type: 2/11/2025	PO Number: 605736740	00113-02-2025	778.61	Ice Melt - Parks
Task Label: 0001-2620-4104-0009-00	2/13/2025	Type: 2/11/2025	PO Number: 605736741	00137-02-2025	1,585.90	Paper (custodial)
Task Label: 0001-2620-4104-0009-00	2/13/2025	Type: 2/11/2025	PO Number: 605736741	00137-02-2025	1,587.63	Custodial Supplies
Task Label: 0001-2620-4104-0009-00	2/18/2025	Type: 2/17/2025	PO Number: 213326	00198-02-2025	116.52	Paper (custodial)
Task Label:		Type:	PO Number:			
Total for Vendor 03290 - HILLYARD, INC.:						8,759.27
03484 - BRIAN HARDICK						
0001-7020-4400-3310-00	2/5/2025	1/18/2025	202527	00039-02-2025	400.00	2/7/25 Sweetheart Dance DJ.
Task Label:		Type:	PO Number:			
Total for Vendor 03484 - BRIAN HARDICK:						400.00
03487 - MITCHELL1						
0004-5130-4400-0053-00	2/3/2025	2/3/2025	IB32202737	00064-02-2025	422.55	feb billing
Task Label:		Type:	PO Number:			
Total for Vendor 03487 - MITCHELL1:						422.55
03491 - JESSIE HOLLENBECK - PETTY CASH						
0001-7020-1008-3299-00	1/24/2025	1/22/2025	250122PCRec	00345-01-2025	55.25	After School craft supplies.
Task Label:		Type:	PO Number:			
0001-7020-1008-3309-00	2/14/2025	2/13/2025	250213PCRec	00200-02-2025	22.42	Break Camp craft supplies.
Task Label:		Type:	PO Number:			
Total for Vendor 03491 - JESSIE HOLLENBECK - PETTY CASH:						77.67

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Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
03648 - OVERDRIVE, INC.						
0003-7410-4127-0020-000	1/29/2025	1/22/2025	01327CO2501969	00331-01-2025	3,393.83	Adult E-Materials
Task Label:		Type:		PO Number:	87397	
Total for Vendor 03648 - OVERDRIVE, INC.:					3,393.83	
03662 - MOFFETT TURF EQUIPMENT, INC.						
0001-7110-4133-0010-711	1/24/2025	1/21/2025	01-440759	00315-01-2025	574.57	blades and spindle ventrac #356
Task Label:		Type:		PO Number:	650481	
0001-7110-4133-0010-711	2/14/2025	2/11/2025	01-413978	00178-02-2025	132.75	ventrac belt and caster wheel
Task Label:		Type:		PO Number:	650487	
0001-7110-4133-0010-711	2/14/2025	2/14/2025	01-414190	00177-02-2025	7.60	spindle guard ventrac rough cut deck
Task Label:		Type:		PO Number:	650508	
0001-7110-4133-0010-711	2/14/2025	1/30/2025	03-413248	00178-02-2025	70.04	bearing rough cut deck
Task Label:		Type:		PO Number:	650487	
Total for Vendor 03662 - MOFFETT TURF EQUIPMENT, INC.:					784.96	
03689 - CASTLE BRANCH INC						
0001-4560-4000-0001-000	1/30/2025	1/21/2025	0981375-IN	00371-01-2025	108.00	Employment Screening
Task Label:		Type:		PO Number:		
Total for Vendor 03689 - CASTLE BRANCH INC:					108.00	
03698 - TRACY MAGGIO						
0001-7020-4400-1276-000	2/19/2025	2/19/2025	250219Maggio	00240-02-2025	98.49	February instructor payment 140303 Martial Arts for Women.
Task Label:		Type:		PO Number:		
Total for Vendor 03698 - TRACY MAGGIO:					98.49	
03711 - BODART						
0003-7410-4126-0023-000	1/29/2025	1/14/2025	B6918880	00334-01-2025	31.91	Adult Books
Task Label:		Type:		PO Number:	42900	
Total for Vendor 03711 - BODART:					31.91	
03729 - PITNEY BOWES GLOBAL FINANCIAL SERVICES, LLC						
0001-7020-4601-0001-000	2/5/2025	1/29/2025	3320284470	00043-02-2025	107.85	Recreation postage meter billing 11/28/24-02/27/25.
Task Label:		Type:		PO Number:		
Total for Vendor 03729 - PITNEY BOWES GLOBAL FINANCIAL SERVICES, LLC:					107.85	
03823 - KENWORTH NORTHEAST GROUP, INC						
0004-5130-4400-0053-000	1/27/2025	1/13/2025	r71127	00329-01-2025	1,793.24	454 repair

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Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
03823 - KENWORTH NORTHEAST GROUP, INC						
Task Label:		Type:	PO Number:	122110		
0004-5130-4400-0053-000	1/28/2025	1/10/2025	R71213	00393-01-2025	20.00	nysi 401-2, 464
Task Label:		Type:	PO Number:	122111		
0004-5130-4400-0053-000	1/28/2025	1/10/2025	R71259	00393-01-2025	20.00	nysi 401-2,464
Task Label:		Type:	PO Number:	122111		
0004-5130-4106-0053-000	1/28/2025	1/15/2025	R71317	00403-01-2025	20.00	inspection 466
Task Label:		Type:	PO Number:	122125		
0004-5130-4106-0053-000	2/12/2025	2/3/2025	RI321413	00149-02-2025	167.94	slack adjusters 459
Task Label:		Type:	PO Number:	122163		
0004-5130-4106-0053-000	2/12/2025	2/10/2025	RI321878	00156-02-2025	25.14	air valve 464
Task Label:		Type:	PO Number:	122180		
0004-5130-4106-0053-000	2/13/2025	2/4/2025	RI321447	00166-02-2025	29.14	airlines 463
Task Label:		Type:	PO Number:	122168		
						<hr/>
Total for Vendor 03823 - KENWORTH NORTHEAST GROUP, INC:						2,075.46
03851 - RHONDA WRIGHT						
0001-6772-4400-4010-000	2/10/2025	1/31/2025	0125	00128-02-2025	195.00	January Seniors Chorus.
Task Label:		Type:	PO Number:			
0001-6772-4400-2040-000	2/10/2025	1/31/2025	0125	00128-02-2025	150.00	January Seniors NIA Classes.
Task Label:		Type:	PO Number:			
						<hr/>
Total for Vendor 03851 - RHONDA WRIGHT:						345.00
03904 - W. B. MASON CO., INC.						
0001-6410-4101-0007-000	1/28/2025	1/15/2025	251680167	00349-01-2025	11.02	At-A-Glance Monthly Planner
Task Label:		Type:	PO Number:	116342		
0001-1620-4101-0001-000	1/28/2025	1/15/2025	251680167	00349-01-2025	25.95	Medium Binder Clips/Klap Envelopes/Avery File Folder Labels/Rei
Task Label:		Type:	PO Number:	116342		
0001-1620-4135-0001-000	1/28/2025	1/15/2025	251680167	00349-01-2025	370.00	Red, Bright & Blue Copy Paper/10 cartons
Task Label:		Type:	PO Number:	116342		
0003-7410-4101-0001-000	2/7/2025	11/25/2024	250696835	00074-02-2025	253.42	Supplies
Task Label:		Type:	PO Number:	88894		
0003-7410-4101-0001-000	2/7/2025	12/5/2025	250911183	00074-02-2025	273.80	Supplies
Task Label:		Type:	PO Number:	88894		
0001-5010-4101-0001-000	2/12/2025	1/29/2025	C2051092	00268-02-2025	9.89	Bostitch Three Hole Punch-12 Sheet
Task Label:		Type:	PO Number:	116344		
0001-1620-4101-0001-000	2/12/2025	1/29/2025	C2051092	00268-02-2025	59.78	General Office Supplies-Red Felt Markers/Orange Highlighter/Yell
Task Label:		Type:	PO Number:	116344		
						<hr/>
Total for Vendor 03904 - W. B. MASON CO., INC.:						1,003.86
03914 - FUN EXPRESS LLC						
0001-7020-4400-3310-000	2/12/2025	2/3/2025	73587451901	00129-02-2025	60.60	Sweetheart Dance supplies.

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Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
03914 - FUN EXPRESS LLC						
Task Label:		Type:	PO Number:			
Total for Vendor 03914 - FUN EXPRESS LLC:					60.60	
03924 - EJ USA, INC.						
0001-8540-4000-0002-000	1/23/2025	1/15/2025	110250002517	00310-01-2025	11,044.00	MANHOLE FRAMES AND RISERS
Task Label:		Type:	PO Number:			
0005-5110-4145-0055-000	1/28/2025	1/21/2025	110250003539	00400-01-2025	45,371.00	#9 frames and grates
Task Label:		Type:	PO Number:			
0005-5110-4143-0054-000	2/12/2025	1/31/2025	110250006072	00154-02-2025	10,118.50	frames and grates
Task Label:		Type:	PO Number:			
Total for Vendor 03924 - EJ USA, INC.:					66,533.50	
03926 - URMC DEPARTMENT OF PSYCHIATRY						
0001-9089-8000-0001-000	2/4/2025	2/3/2025	TOP0225	00018-02-2025	222.23	EAP Services February 2025
Task Label:		Type:	PO Number:			
Total for Vendor 03926 - URMC DEPARTMENT OF PSYCHIATRY:					222.23	
03940 - AMY COPPOLA						
0001-7020-4400-2159-000	2/19/2025	2/19/2025	250219Coppola	00229-02-2025	432.89	February instructor payment 110432 Irish Dance.
Task Label:		Type:	PO Number:			
Total for Vendor 03940 - AMY COPPOLA:					432.89	
03980 - WILFRED HERZOG						
0001-6772-4400-2041-000	1/31/2025	1/29/2025	132	00377-01-2025	320.00	January Seniors Line Dancing.
Task Label:		Type:	PO Number:			
Total for Vendor 03980 - WILFRED HERZOG:					320.00	
03981 - DONNA KAWCZYNSKI						
0001-6772-4400-2181-000	2/3/2025	1/31/2025	250131Kawczynsk	00029-02-2025	360.00	January Seniors Yoga Classes.
Task Label:		Type:	PO Number:			
Total for Vendor 03981 - DONNA KAWCZYNSKI:					360.00	
03982 - PATRICIA ROSE						
0001-6772-4400-2046-000	1/31/2025	1/31/2025	250131Rose	00380-01-2025	320.00	January Seniors Fitness Sessions.
Task Label:		Type:	PO Number:			

Vendor

Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
Total for Vendor 03982 - PATRICIA ROSE:					320.00	
03988 - PERINTON YOUTH HOCKEY						
0001-7020-4400-1267-00	2/19/2025	2/19/2025	250219PYH	00252-02-2025	206.36	February instructor payment 111292 Rochester Jr Amerks Intro.
Task Label:		Type:		PO Number:		
Total for Vendor 03988 - PERINTON YOUTH HOCKEY:					206.36	
04041 - JOSEPH MILTSCH						
0001-6772-4111-0029-00	2/10/2025	2/10/2025	031725	00127-02-2025	150.00	Seniors musical entertainment 3/17/25.
Task Label:		Type:		PO Number:		
Total for Vendor 04041 - JOSEPH MILTSCH:					150.00	
04061 - GEORGE NEWSOME'S TREE CARE						
0005-5110-4000-0002-00	2/11/2025	2/11/2025	02112025	00147-02-2025	1,750.00	tree remova lcreek ridge
Task Label:		Type:		PO Number:		
Total for Vendor 04061 - GEORGE NEWSOME'S TREE CARE:					1,750.00	
04110 - MARY SLAUGHTER						
0001-7020-4400-4116-00	2/19/2025	2/19/2025	250219Slaughter	00256-02-2025	241.50	February instructor payment 110225 Tiny Tot Art Class.
Task Label:		Type:		PO Number:		
0001-7020-4400-1251-00	2/19/2025	2/19/2025	250219Slaughter	00256-02-2025	2,201.15	February instructor payment 111291 111296 111297 141299.
Task Label:		Type:		PO Number:		
Total for Vendor 04110 - MARY SLAUGHTER:					2,442.65	
04194 - DONNA EVEVSKY						
0001-6772-4400-2303-00	2/5/2025	1/31/2025	5170	00044-02-2025	540.00	January Seniors Tai Chi & SUN Classes.
Task Label:		Type:		PO Number:		
0001-6772-4400-2047-00	2/5/2025	1/31/2025	5170	00044-02-2025	-60.00	Credit from 12/19/24 canceled class.
Task Label:		Type:		PO Number:		
0001-6772-4400-2047-00	2/5/2025	1/31/2025	5170	00044-02-2025	80.00	January Get Fit & Stress Less Classes.
Task Label:		Type:		PO Number:		
Total for Vendor 04194 - DONNA EVEVSKY:					560.00	
04219 - OTIS ELEVATOR CO.						
0001-2620-4400-0002-00	1/29/2025	1/13/2025	100401813821	00391-01-2025	2,737.35	ELEVATOR MAINTENANCE - LIBRARY
Task Label:		Type:		PO Number:	103721	

Vendor

Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
Total for Vendor 04219 - OTIS ELEVATOR CO.:					2,737.35	
04224 - SHERRY MURRAY						
0001-7020-4400-4116-000	2/19/2025	2/19/2025	250219Murray	00245-02-2025	235.20	February instructor payment 111314 111315.
Task Label:		Type:		PO Number:		
Total for Vendor 04224 - SHERRY MURRAY:					235.20	
04230 - PATRICIA MILLER						
0001-7020-4400-4134-000	2/19/2025	2/19/2025	250219Miller	00243-02-2025	308.00	February instructor payment 120219 Bday Cards 120224 Occasion
Task Label:		Type:		PO Number:		
Total for Vendor 04230 - PATRICIA MILLER:					308.00	
04254 - EDP, KGS, LLC						
0001-7020-4400-1171-001	2/19/2025	2/19/2025	250219SoccerSho	00257-02-2025	1,421.00	February instructor payment 111254 Soccer Shots for Youth.
Task Label:		Type:		PO Number:		
Total for Vendor 04254 - EDP, KGS, LLC:					1,421.00	
04290 - CONSTELLATION NEW ENERGY, INC.						
0006-8120-4202-0002-000	2/7/2025	1/30/2025	70106919601	00054-02-2025	192.64	15 Greathorne Hill pump station
Task Label:		Type:		PO Number:		
Total for Vendor 04290 - CONSTELLATION NEW ENERGY, INC.:					192.64	
04342 - PERINTON RV RENTALS INC.						
0001-7110-4105-0002-711	1/27/2025	1/2/2025	SR-1781	00361-01-2025	629.30	repair axle on trailer #369
Task Label:		Type:		PO Number:	650479	
Total for Vendor 04342 - PERINTON RV RENTALS INC.:					629.30	
04354 - LOURDES DOLORES DE LA COLINA						
0001-7020-4400-4357-000	2/19/2025	2/19/2025	250219Lourdes	00231-02-2025	420.00	February instructor payment 111903, 110952, 110953.
Task Label:		Type:		PO Number:		
Total for Vendor 04354 - LOURDES DOLORES DE LA COLINA:					420.00	
04408 - KONA ICE OF GENESEE VALLEY						
0001-7020-1008-3309-000	1/29/2025	1/16/2025	000871	00381-01-2025	280.00	Break Camp visit by Kona Ice 02/21/25.
Task Label:		Type:		PO Number:		

Vendor

Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
Total for Vendor 04408 - KONA ICE OF GENESEE VALLEY:					280.00	
04425 - BETH BRANCATO						
0001-6772-4400-4012-000	2/19/2025	2/18/2025	250218Brancato	00220-02-2025	90.00	Tuesday Lunch 2/18/25 Armchair Adventure.
Task Label:		Type:		PO Number:		
Total for Vendor 04425 - BETH BRANCATO:					90.00	
04427 - LISA MAGLIATO						
0001-7020-4400-1251-000	2/19/2025	2/19/2025	250219Magliato	00241-02-2025	553.00	February instructor payment 140398 Wiggles, Giggles, Jiggles.
Task Label:		Type:		PO Number:		
0001-7020-4400-1251-000	2/19/2025	2/19/2025	250219Magliato	00241-02-2025	608.30	February instructor payment 141298 Lil Athletes.
Task Label:		Type:		PO Number:		
Total for Vendor 04427 - LISA MAGLIATO:					1,161.30	
04444 - LINDA STEIDLE						
0001-6772-4602-0001-000	1/27/2025	1/23/2025	250123Steidle	00346-01-2025	36.03	Seniors 01/23/25 bus trip chaperone lunch and museum ticket.
Task Label:		Type:		PO Number:		
0001-6772-4602-0001-000	2/19/2025	2/13/2025	250213Steidle	00223-02-2025	17.50	Seniors bus trip 2/13/25 chaperone lunch.
Task Label:		Type:		PO Number:		
Total for Vendor 04444 - LINDA STEIDLE:					53.53	
04488 - IRON MOUNTAIN, INC						
0001-1620-4409-0001-000	2/12/2025	1/31/2025	KBVV536	00214-02-2025	936.71	Record Retention-02/01/2025-0228/2025
Task Label:		Type:		PO Number:		
Total for Vendor 04488 - IRON MOUNTAIN, INC:					936.71	
04554 - FAIRPORT CHILDREN'S THEATER						
0001-7020-4400-4252-000	2/19/2025	2/19/2025	250219Rocha	00253-02-2025	2,905.00	February instructor payment 110517 Winter Break Theatre Camp.
Task Label:		Type:		PO Number:		
0001-7020-4400-4252-000	2/19/2025	2/19/2025	250219Rocha	00253-02-2025	1,400.00	February instructor payment 110515 Beetlejuice, 110518 Claw.
Task Label:		Type:		PO Number:		
Total for Vendor 04554 - FAIRPORT CHILDREN'S THEATER:					4,305.00	
04578 - EPIC TRAININGS						
0001-7020-4400-3154-000	2/19/2025	2/1/2025	32-25	00237-02-2025	453.60	February instructor payment 111405 Babysitter's Training.
Task Label:		Type:		PO Number:		
0001-7020-4400-3308-000	2/19/2025	2/1/2025	32-25	00237-02-2025	382.20	February instructor payment 111406 Home Alone Safety.
Task Label:		Type:		PO Number:		

Vendor

Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
Total for Vendor 04578 - EPIC TRAININGS:					835.80	
04591 - EMPIRE TENNIS, LLC						
0001-7020-4400-1128-000	2/19/2025	2/19/2025	250219Speirs	00259-02-2025	745.50	February instructor payment 141211 Indoor Tennis Instruction.
Task Label:		Type:		PO Number:		
Total for Vendor 04591 - EMPIRE TENNIS, LLC:					745.50	
04611 - ULINE INC.						
0001-2620-4104-0009-000	2/11/2025	1/31/2025	1886269008	00080-02-2025	2,387.14	Custodial Supplies
Task Label:		Type:		PO Number:	111101	
0001-5010-4101-0001-000	2/13/2025	2/13/2025	188219631	00172-02-2025	152.84	ibuprofen, safety glasses
Task Label:		Type:		PO Number:	122145	
Total for Vendor 04611 - ULINE INC.:					2,539.98	
04657 - Paychex of New York LLC						
0001-1430-4000-0001-000	1/31/2025	1/30/2025	2025013000	00406-01-2025	6,751.25	Monthly Payroll Processing January 2025
Task Label:		Type:		PO Number:		
Total for Vendor 04657 - Paychex of New York LLC:					6,751.25	
04661 - JAMES GOTTA III						
0001-6772-4400-2043-000	2/3/2025	1/31/2025	GC250131	00030-02-2025	240.00	January Seniors Square Dance Calling.
Task Label:		Type:		PO Number:		
Total for Vendor 04661 - JAMES GOTTA III:					240.00	
04679 - KRISTIN CAVALLARO						
0001-7020-4400-4355-000	2/19/2025	2/19/2025	250219Cavallaro	00227-02-2025	33.60	February instructor payment 110962 Becoming a Notary Public.
Task Label:		Type:		PO Number:		
Total for Vendor 04679 - KRISTIN CAVALLARO:					33.60	
04719 - B.R. JOHNSON, LLC						
0001-2620-4400-0010-000	2/7/2025	1/30/2025	780177	00053-02-2025	390.00	LIBRARY DOOR REPAIR
Task Label:		Type:		PO Number:	103705	
Total for Vendor 04719 - B.R. JOHNSON, LLC:					390.00	
04803 - ACTION PROTECTIVE GROUP, INC						
0001-2620-4400-0010-000	2/11/2025	1/16/2025	27123	00082-02-2025	268.38	Panic Button for HR
Task Label:		Type:		PO Number:	111072	

Vendor

Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
Total for Vendor 04803 - ACTION PROTECTIVE GROUP, INC:					268.38	
04895 - SUSAN VERNICK						
0001-7020-4400-4116-000	2/19/2025	2/19/2025	250219Vernick	00261-02-2025	500.50	February instructor payment 111417 Mealtime Manners.
Task Label:		Type:		PO Number:		
Total for Vendor 04895 - SUSAN VERNICK:					500.50	
04946 - KATIE ELIZABETH FOULK						
0001-7020-4400-4002-000	2/19/2025	2/19/2025	250219Foulk	00236-02-2025	1,701.00	February instructor payment 110450 Dance Camps.
Task Label:		Type:		PO Number:		
Total for Vendor 04946 - KATIE ELIZABETH FOULK:					1,701.00	
04948 - STREET SKILLS, LLC						
0001-7020-4400-3362-000	2/19/2025	2/19/2025	250219DelVecchi	00234-02-2025	35.00	February instructor payment 120919 Pre-Licensing 5 Hour Course.
Task Label:		Type:		PO Number:		
Total for Vendor 04948 - STREET SKILLS, LLC:					35.00	
04960 - PMG PIZZA LLC						
0001-6772-4400-4152-000	1/31/2025	1/30/2025	250130Salvatore	00379-01-2025	85.00	Seniors pizza for special event.
Task Label:		Type:		PO Number:		
Total for Vendor 04960 - PMG PIZZA LLC:					85.00	
04965 - STAN-CAL SPRAYER REPAIR						
0001-7110-4133-0010-711	2/14/2025	2/6/2025	580762	00193-02-2025	829.00	service and repair on line marker #370
Task Label:		Type:		PO Number:		
Total for Vendor 04965 - STAN-CAL SPRAYER REPAIR:					829.00	
04972 - CROWN CASTLE INTERNATIONAL CORP.						
0001-1680-4409-0003-000	2/5/2025	2/5/2025	1773433	00021-02-2025	1,034.19	Fiber #S269684 - KBP 170 W. Jefferson Road (2/1/25-2/28/2025)
Task Label:		Type:		PO Number:		
Total for Vendor 04972 - CROWN CASTLE INTERNATIONAL CORP.:					1,034.19	
04976 - R.M. PUTNEY & ASSOCIATES, INC						
0001-6772-4111-0029-000	2/5/2025	2/2/2025	6080	00047-02-2025	60.00	February Seniors Organics Pick Up.
Task Label:		Type:		PO Number:		

Vendor

Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
Total for Vendor 04976 - R.M. PUTNEY & ASSOCIATES, INC:					60.00	
04980 - DAVID WRIGHT						
0001-7020-4400-1171-00	2/19/2025	2/19/2025	250219Wright	00265-02-2025	236.25	February instructor payment 111272 Edge11 Soccer Academy.
Task Label:		Type:		PO Number:		
Total for Vendor 04980 - DAVID WRIGHT:					236.25	
05033 - COLLEGE ASSISTANCE PLUS						
0001-7020-4400-4355-00	2/19/2025	2/19/2025	250219CAP	00228-02-2025	14.00	February instructor payment 121708 College 101.
Task Label:		Type:		PO Number:		
Total for Vendor 05033 - COLLEGE ASSISTANCE PLUS:					14.00	
05037 - DIRECT ENERGY BUSINESS						
0001-1620-4202-0001-00	2/11/2025	1/30/2025	250280056197457	00081-02-2025	0.29	625 Marsh Rd GEP
Task Label:		Type:		PO Number:		
0001-1620-4202-0001-00	2/11/2025	1/30/2025	250280056197458	00081-02-2025	1.90	631 Marsh Rd
Task Label:		Type:		PO Number:		
0001-1620-4202-0001-00	2/11/2025	1/30/2025	2502900056208374	00081-02-2025	4,072.34	35 Lincoln Ave SCC
Task Label:		Type:		PO Number:		
0001-1620-4202-0001-00	2/11/2025	1/30/2025	250300005621612	00081-02-2025	289.29	1 Robbins Rd Parks
Task Label:		Type:		PO Number:		
0001-1620-4202-0001-00	2/11/2025	1/30/2025	250300056216122	00081-02-2025	226.23	170 W. Jefferson Rd Kings Bend
Task Label:		Type:		PO Number:		
0001-1620-4202-0001-00	2/11/2025	1/30/2025	250310056225891	00081-02-2025	9.89	210 Mendon Rd Milepost
Task Label:		Type:		PO Number:		
0001-1620-4202-0001-00	2/11/2025	1/30/2025	250310056225893	00081-02-2025	289.82	500 Mendon Rd Thornell Farm Park
Task Label:		Type:		PO Number:		
0001-1620-4202-0001-00	2/11/2025	1/30/2025	250310056225894	00081-02-2025	184.26	Barker Rd Park
Task Label:		Type:		PO Number:		
0001-1620-4202-0001-00	2/11/2025	1/30/2025	250350056243656	00081-02-2025	17.25	22 N. Main St POP
Task Label:		Type:		PO Number:		
0001-5132-4202-0001-00	2/11/2025	1/30/2025	250350056243658	00081-02-2025	908.11	60 Golf Ave HWY
Task Label:		Type:		PO Number:		
0006-8120-4202-0001-00	2/11/2025	1/30/2025	250350056243659	00081-02-2025	342.82	3899 Monroe Ave PSD
Task Label:		Type:		PO Number:		
0001-1620-4202-0001-00	2/11/2025	1/30/2025	250350056243660	00081-02-2025	1,542.95	11 South Main Street
Task Label:		Type:		PO Number:		
0341-5182-4202-0000-00	2/11/2025	2/5/2025	250360056254554	00099-02-2025	220.20	1-2 Pole District
Task Label:		Type:		PO Number:		
0342-5182-4202-0000-00	2/11/2025	2/5/2025	250360056254555	00099-02-2025	232.68	3-6 Pole District
Task Label:		Type:		PO Number:		
0343-5182-4202-0000-00	2/11/2025	2/5/2025	250360056254556	00099-02-2025	400.37	7 or More Pole District

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Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
05037 - DIRECT ENERGY BUSINESS						
Task Label:		Type:	PO Number:			
0344-5182-4202-0000-000	2/11/2025	2/5/2025	250360056254557	00099-02-2025	45.89	Pole Maintenance District
Task Label:		Type:	PO Number:			
0345-5182-4202-0000-000	2/11/2025	2/5/2025	250360056254558	00099-02-2025	62.59	Stonetown Lighting District
Task Label:		Type:	PO Number:			
0001-1620-4202-0001-000	2/11/2025	1/30/2025	250360056254559	00081-02-2025	2,826.45	24 State St Library
Task Label:		Type:	PO Number:			
0001-5182-4202-0001-000	2/11/2025	2/5/2025	250360056256261	00099-02-2025	289.89	Town @ Large
Task Label:		Type:	PO Number:			
0006-8120-4202-0002-000	2/13/2025	1/28/2025	250280056197455	00186-02-2025	7.26	6 Downing Dr PS
Task Label:		Type:	PO Number:			
0006-8120-4202-0002-000	2/13/2025	1/28/2025	250280056197456	00186-02-2025	86.00	529 Marsh Rd PS
Task Label:		Type:	PO Number:			
0006-8120-4202-0002-000	2/13/2025	1/29/2025	250290056208373	00186-02-2025	190.63	5 Dunnewood Ct PS
Task Label:		Type:	PO Number:			
0006-8120-4202-0002-000	2/13/2025	1/30/2025	250300056216053	00186-02-2025	126.29	Pittsford Manor lane Pump Station
Task Label:		Type:	PO Number:			
0006-8120-4202-0002-000	2/13/2025	1/30/2025	250300056216054	00186-02-2025	6.93	Brickston Dr Pump Station
Task Label:		Type:	PO Number:			
0006-8120-4202-0002-000	2/13/2025	1/30/2025	250300056216055	00186-02-2025	11.84	20 Poinciana Dr PS
Task Label:		Type:	PO Number:			
0006-8120-4202-0002-000	2/13/2025	1/30/2025	250300056216056	00186-02-2025	166.39	2600 Lehigh Station PS
Task Label:		Type:	PO Number:			
0006-8120-4202-0002-000	2/13/2025	1/31/2025	250310056225892	00186-02-2025	25.74	37 Candlewood Dr PS
Task Label:		Type:	PO Number:			
Total for Vendor 05037 - DIRECT ENERGY BUSINESS:						
					12,584.30	
05039 - ADAMS LECLAIR, LLP						
0001-1420-4013-0001-000	2/11/2025	1/31/2025	7313	00094-02-2025	875.00	Matter: 2898.003 Legal Services Rendered Mark Gianniny
Task Label:		Type:	PO Number:			
0001-1420-4013-0001-000	2/11/2025	1/31/2025	7314	00094-02-2025	175.00	Matter: 2898.005 Legal Services Rendered General
Task Label:		Type:	PO Number:			
0001-1420-4013-0001-000	2/11/2025	1/31/2025	7315	00094-02-2025	337.50	Matter: 2898.009 Legal Services Rendered LP Associates
Task Label:		Type:	PO Number:			
Total for Vendor 05039 - ADAMS LECLAIR, LLP:						
					1,387.50	
05078 - INTIVITY, INC.						
0001-7020-4101-0001-000	1/24/2025	1/21/2025	1953590-0	00344-01-2025	128.51	Rec office supplies.
Task Label:		Type:	PO Number:			
0001-7020-4101-0001-000	1/24/2025	1/15/2025	CL1948172-1	00344-01-2025	-26.83	Returned rec office supply - wrong item ordered.
Task Label:		Type:	PO Number:			
0001-7510-4101-0001-000	2/7/2025	2/5/2025	1956083-0	00121-02-2025	17.58	Historian office supplies.

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Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
05078 - INTIVITY, INC.						
Task Label:		Type:	PO Number:			
0001-7020-4400-3299-000	2/12/2025	2/10/2025	1957421-0	00131-02-2025	306.56	After School supplies.
Task Label:		Type:	PO Number:			
0001-7020-4101-0001-000	2/12/2025	2/11/2025	1957936-0	00132-02-2025	37.24	Rec office supplies.,
Task Label:		Type:	PO Number:			
0001-7020-4135-0001-000	2/12/2025	2/11/2025	1957936-0	00132-02-2025	47.75	Rec copy paper.
Task Label:		Type:	PO Number:			
0001-7020-2002-0001-000	2/12/2025	2/11/2025	209727	00130-02-2025	386.60	Recreation office equipment HNR1.
Task Label:		Type:	PO Number:			
0001-7510-4101-0001-000	2/14/2025	2/13/2025	1957936-1	00202-02-2025	11.72	Historian office supplies.
Task Label:		Type:	PO Number:			
Total for Vendor 05078 - INTIVITY, INC.:						909.13
05081 - CELEBRATIONS UNLIMITED						
0001-7020-4400-3310-000	1/29/2025	1/28/2025	250128Celebrati	00348-01-2025	900.00	Balloon Decor for Town of Pittsford Family Dance.
Task Label:		Type:	PO Number:			
Total for Vendor 05081 - CELEBRATIONS UNLIMITED:						900.00
05082 - JOHN WARD						
0001-1490-4107-0001-000	1/28/2025	1/28/2025	01282025	00350-01-2025	36.12	Courier Reimbursement for mileage-12/30/24-1/24/25
Task Label:		Type:	PO Number:			
0001-1490-4107-0001-000	2/20/2025	2/20/2025	02202025	00269-02-2025	31.50	Courier Reimbursement for mileage 01/27/2025-02/17/2025
Task Label:		Type:	PO Number:			
Total for Vendor 05082 - JOHN WARD:						67.62
05092 - KAITLYN VITTOZZI						
0001-7020-4400-2181-000	2/19/2025	2/19/2025	250219Vittozzi	00262-02-2025	700.00	February instructor payment 140322 140378.
Task Label:		Type:	PO Number:			
Total for Vendor 05092 - KAITLYN VITTOZZI:						700.00
05094 - SEYREK SEALERS, LLC						
0001-8160-4400-0604-000	2/12/2025	2/1/2025	Golf Ave Jan-25	00115-02-2025	3,100.00	HWY Roll Off
Task Label:		Type:	PO Number:			
0533-8160-4000-0000-000	2/12/2025	2/1/2025	Pittsford Jan-25	00114-02-2025	529.10	Parker Drive
Task Label:		Type:	PO Number:			
0515-8160-4000-0000-000	2/12/2025	2/1/2025	Pittsford Jan-25	00114-02-2025	2,157.10	Tobey Estates
Task Label:		Type:	PO Number:			
0530-8160-4000-0000-000	2/12/2025	2/1/2025	Pittsford Jan-25	00114-02-2025	2,197.80	Mill Valley Est
Task Label:		Type:	PO Number:			
0538-8160-4000-0000-000	2/12/2025	2/1/2025	Pittsford Jan-25	00114-02-2025	549.45	Pittsford Heights

Vendor

Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
05094 - SEYREK SEALERS, LLC						
Task Label:		Type:	PO Number:			
0544-8160-4000-0000-000	2/12/2025	2/1/2025	Pittsford Jan-25	00114-02-2025	122.10	Van Knolls
Task Label:		Type:	PO Number:			
0503-8160-4000-0000-000	2/12/2025	2/1/2025	Pittsford Jan-25	00114-02-2025	2,136.75	District No. 3
Task Label:		Type:	PO Number:			
0531-8160-4000-0000-000	2/12/2025	2/1/2025	Pittsford Jan-25	00114-02-2025	1,933.25	Oak Manor
Task Label:		Type:	PO Number:			
0516-8160-4000-0000-000	2/12/2025	2/1/2025	Pittsford Jan-25	00114-02-2025	1,546.60	East Ave Manor
Task Label:		Type:	PO Number:			
0536-8160-4000-0000-000	2/12/2025	2/1/2025	Pittsford Jan-25	00114-02-2025	5,962.55	Sherwood
Task Label:		Type:	PO Number:			
0522-8160-4000-0000-000	2/12/2025	2/1/2025	Pittsford Jan-25	00114-02-2025	4,354.90	Long Meadow
Task Label:		Type:	PO Number:			
0529-8160-4000-0000-000	2/12/2025	2/1/2025	Pittsford Jan-25	00114-02-2025	386.65	Harrison Circle
Task Label:		Type:	PO Number:			
0541-8160-4000-0000-000	2/12/2025	2/1/2025	Pittsford Jan-25	00114-02-2025	488.40	Sylvania
Task Label:		Type:	PO Number:			
0527-8160-4000-0000-000	2/12/2025	2/1/2025	Pittsford Jan-25	00114-02-2025	4,029.30	East Ave Estates
Task Label:		Type:	PO Number:			
0506-8160-4000-0000-000	2/12/2025	2/1/2025	Pittsford Jan-25	00114-02-2025	1,628.00	Country Club Estates
Task Label:		Type:	PO Number:			
0505-8160-4000-0000-000	2/12/2025	2/1/2025	Pittsford Jan-25	00114-02-2025	1,383.80	Sutton Pt / St Andrew Hill
Task Label:		Type:	PO Number:			
0507-8160-4000-0000-000	2/12/2025	2/1/2025	Pittsford Jan-25	00114-02-2025	976.80	Walnut Hill
Task Label:		Type:	PO Number:			
0521-8160-4000-0000-000	2/12/2025	2/1/2025	Pittsford Jan-25	00114-02-2025	997.15	Candlewood
Task Label:		Type:	PO Number:			
0537-8160-4000-0000-000	2/12/2025	2/1/2025	Pittsford Jan-25	00114-02-2025	793.65	Stone Stef
Task Label:		Type:	PO Number:			
0535-8160-4000-0000-000	2/12/2025	2/1/2025	Pittsford Jan-25	00114-02-2025	427.35	Roxbury Lane
Task Label:		Type:	PO Number:			
0512-8160-4000-0000-000	2/12/2025	2/1/2025	Pittsford Jan-25	00114-02-2025	264.55	Ingridshire Estates
Task Label:		Type:	PO Number:			
0514-8160-4000-0000-000	2/12/2025	2/1/2025	Pittsford Jan-25	00114-02-2025	3,052.50	Cherry Hill Farm
Task Label:		Type:	PO Number:			
0542-8160-4000-0000-000	2/12/2025	2/1/2025	Pittsford Jan-25	00114-02-2025	1,689.05	Autumn Park
Task Label:		Type:	PO Number:			
0511-8160-4000-0000-000	2/12/2025	2/1/2025	Pittsford Jan-25	00114-02-2025	1,322.75	Pittsford Hills
Task Label:		Type:	PO Number:			
0532-8160-4000-0000-000	2/12/2025	2/1/2025	Pittsford Jan-25	00114-02-2025	712.25	Old Farm Cir
Task Label:		Type:	PO Number:			
0510-8160-4000-0000-000	2/12/2025	2/1/2025	Pittsford Jan-25	00114-02-2025	691.90	Saddle Brook
Task Label:		Type:	PO Number:			
0534-8160-4000-0000-000	2/12/2025	2/1/2025	Pittsford Jan-25	00114-02-2025	488.40	Random Woods
Task Label:		Type:	PO Number:			

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Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
05094 - SEYREK SEALERS, LLC						
0513-8160-4000-0000-000	2/12/2025	2/1/2025	Pittsford Jan-25	00114-02-2025	203.50	Evergreen
Task Label:		Type:	PO Number:			
0539-8160-4000-0000-000	2/12/2025	2/1/2025	Pittsford Jan-25	00114-02-2025	1,851.85	Wilshire Hill
Task Label:		Type:	PO Number:			
0528-8160-4000-0000-000	2/12/2025	2/1/2025	Pittsford Jan-25	00114-02-2025	1,159.95	East Pittsford Manor
Task Label:		Type:	PO Number:			
0501-8160-4000-0000-000	2/12/2025	2/1/2025	Pittsford Jan-25	00114-02-2025	386.65	Bramble Woods
Task Label:		Type:	PO Number:			
0509-8160-4000-0000-000	2/12/2025	2/1/2025	Pittsford Jan-25	00114-02-2025	407.00	Burlingame
Task Label:		Type:	PO Number:			
0518-8160-4000-0000-000	2/12/2025	2/1/2025	Pittsford Jan-25	00114-02-2025	1,424.50	Greylock
Task Label:		Type:	PO Number:			
0508-8160-4000-0000-000	2/12/2025	2/1/2025	Pittsford Jan-25	00114-02-2025	3,540.90	Heritage Woods
Task Label:		Type:	PO Number:			
0543-8160-4000-0000-000	2/12/2025	2/1/2025	Pittsford Jan-25	00114-02-2025	1,811.15	Wren Field
Task Label:		Type:	PO Number:			
0517-8160-4000-0000-000	2/12/2025	2/1/2025	Pittsford Jan-25	00114-02-2025	203.50	Grandhill Way
Task Label:		Type:	PO Number:			
0540-8160-4000-0000-000	2/12/2025	2/1/2025	Pittsford Jan-25	00114-02-2025	3,235.65	Kensington Park
Task Label:		Type:	PO Number:			
0526-8160-4000-0000-000	2/12/2025	2/1/2025	Pittsford Jan-25	00114-02-2025	1,322.75	Carriage Xing
Task Label:		Type:	PO Number:			
0519-8160-4000-0000-000	2/12/2025	2/1/2025	Pittsford Jan-25	00114-02-2025	1,017.50	Hedgewood / Crestwood
Task Label:		Type:	PO Number:			
0520-8160-4000-0000-000	2/12/2025	2/1/2025	Pittsford Jan-25	00114-02-2025	1,546.60	McCord Estate
Task Label:		Type:	PO Number:			
0502-8160-4000-0000-000	2/12/2025	2/1/2025	Pittsford Jan-25	00114-02-2025	5,372.40	Chatham Woods
Task Label:		Type:	PO Number:			
0524-8160-4000-0000-000	2/12/2025	2/1/2025	Pittsford Jan-25	00114-02-2025	1,668.70	Alpine
Task Label:		Type:	PO Number:			
0525-8160-4000-0000-000	2/12/2025	2/1/2025	Pittsford Jan-25	00114-02-2025	142.45	Bragdon
Task Label:		Type:	PO Number:			
0504-8160-4000-0000-000	2/12/2025	2/1/2025	Pittsford Jan-25	00114-02-2025	1,180.30	Mill Road
Task Label:		Type:	PO Number:			
0523-8160-4000-0000-000	2/12/2025	2/1/2025	Pittsford Jan-25	00114-02-2025	345.95	Old Lyme
Task Label:		Type:	PO Number:			
0001-2620-4400-0002-000	2/13/2025	2/13/2025	PITTSTOWNJAN	00187-02-2025	101.84	PSD DISPOSAL
Task Label:		Type:	PO Number:	103702		
0001-2620-4400-0002-00	2/13/2025	2/1/2025	PITTSTOWNJAN	00187-02-2025	91.75	KINGS BEND DISPOSAL
Task Label:		Type:	PO Number:	103702		
0001-2620-4400-0002-00	2/13/2025	2/1/2025	PITTSTOWNJAN	00187-02-2025	389.60	HIGHWAY DISPOSAL
Task Label:		Type:	PO Number:	103702		
0001-2620-4400-0002-00	2/13/2025	2/1/2025	PITTSTOWNJAN	00187-02-2025	198.24	PARKS DISPOSAL
Task Label:		Type:	PO Number:	103702		

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Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
05094 - SEYREK SEALERS, LLC						
0001-2620-4400-0002-000	2/13/2025	2/1/2025	PITTSTOWNJAN	00187-02-2025	887.04	LIBRARY DISPOSAL
Task Label:		Type:	PO Number:	103702		
0001-2620-4400-0002-000	2/13/2025	2/1/2025	PITTSTOWNJAN	00187-02-2025	111.55	SCC DISPOSAL
Task Label:		Type:	PO Number:	103702		
Total for Vendor 05094 - SEYREK SEALERS, LLC:					72,523.42	
05109 - HAUN WELDING SUPPLY, INC.						
0001-7110-4003-0010-711	2/12/2025	1/30/2025	0000362515	00112-02-2025	438.09	welding supplies
Task Label:		Type:	PO Number:	650490		
0001-7110-4003-0010-711	2/12/2025	1/30/2025	0000362522	00112-02-2025	20.45	welding supplies
Task Label:		Type:	PO Number:	650490		
Total for Vendor 05109 - HAUN WELDING SUPPLY, INC.:					458.54	
05123 - CINTAS CORPORATION						
0001-2620-4400-0009-000	2/14/2025	1/2/2025	4216500446	00191-02-2025	64.09	TOWN HALL RUG SERVICE
Task Label:		Type:	PO Number:	103711		
0001-2620-4400-0009-000	2/14/2025	1/2/2025	4216500446	00191-02-2025	41.42	LIBRARY RUG SERVICE
Task Label:		Type:	PO Number:	103711		
0001-2620-4400-0009-00	2/14/2025	1/2/2025	4216500446	00191-02-2025	59.99	KINGS BEND RUG SERVICE
Task Label:		Type:	PO Number:	103711		
0001-2620-4400-0009-000	2/14/2025	1/2/2025	4216500446	00191-02-2025	46.85	HIGHWAY RUG SERVICE
Task Label:		Type:	PO Number:	103711		
0001-2620-4400-0009-000	2/14/2025	1/2/2025	4216500446	00191-02-2025	43.35	PARKS RUG SERVICE
Task Label:		Type:	PO Number:	103711		
0001-2620-4400-0009-000	2/14/2025	1/2/2025	4216500446	00191-02-2025	118.56	SCC RUG SERVICE
Task Label:		Type:	PO Number:	103711		
0001-2620-4400-0009-000	2/14/2025	1/2/2025	4216500446	00191-02-2025	43.34	PSD RUG SERVICE
Task Label:		Type:	PO Number:	103711		
Total for Vendor 05123 - CINTAS CORPORATION:					417.60	
05135 - FOSSIL INDUSTRIES INC.						
0001-7110-4003-0016-000	1/24/2025	1/3/2025	F106098	00311-01-2025	1,954.00	trail markers
Task Label:		Type:	PO Number:	650458		
Total for Vendor 05135 - FOSSIL INDUSTRIES INC.:					1,954.00	
05137 - PLAYAWAY PRODUCTS, LLC						
0003-7410-4130-0022-000	1/29/2025	1/24/2025	488558	00332-01-2025	266.95	Children's Audiovisual
Task Label:		Type:	PO Number:	88258		

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Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
Total for Vendor 05137 - PLAYAWAY PRODUCTS, LLC:					266.95	
05238 - HADLOCK'S ACE HARDWARE						
0004-5142-4111-0002-000	1/28/2025	1/22/2025	004262	00399-01-2025	112.97	mailbox post
Task Label:		Type:		PO Number:	122142	
0001-7110-4003-0010-711	2/12/2025	2/6/2025	004295	00179-02-2025	48.75	super glue, gorilla glue
Task Label:		Type:		PO Number:	650500	
0004-5130-4106-0053-000	2/12/2025	2/10/2025	004299	00160-02-2025	19.96	cable clamps
Task Label:		Type:		PO Number:	122179	
Total for Vendor 05238 - HADLOCK'S ACE HARDWARE:					181.68	
05245 - KATHLEEN ARMSTRONG						
0001-7020-4400-4134-000	2/19/2025	2/19/2025	250219Armstrong	00225-02-2025	630.00	February instructor payment 120232 Watercolor Continuing.
Task Label:		Type:		PO Number:		
0001-7020-4400-4134-000	2/19/2025	2/19/2025	250219Armstrong	00225-02-2025	294.00	February instructor payment 120233 Watercolor Intro.
Task Label:		Type:		PO Number:		
Total for Vendor 05245 - KATHLEEN ARMSTRONG:					924.00	
05286 - CITY TWIRLERS						
0001-7020-4400-2300-000	2/19/2025	2/19/2025	250219Pereyra	00248-02-2025	262.50	February instructor payment 110376 Baton Twirling Lessons.
Task Label:		Type:		PO Number:		
Total for Vendor 05286 - CITY TWIRLERS:					262.50	
05295 - GLENN ANDERSON						
0001-7020-4400-1157-000	2/19/2025	2/19/2025	250219Anderson	00224-02-2025	1,470.00	February instructor payment Semi-Private & Youth Basketball.
Task Label:		Type:		PO Number:		
Total for Vendor 05295 - GLENN ANDERSON:					1,470.00	
05308 - 585 FITNESS						
0001-7020-4400-2300-000	2/19/2025	2/19/2025	250219Tisa	00260-02-2025	210.00	February instructor payment 111273 Youth Conditioning.
Task Label:		Type:		PO Number:		
Total for Vendor 05308 - 585 FITNESS:					210.00	
05312 - FENG ZHANG						
0001-7020-4400-1149-000	2/19/2025	2/19/2025	250219Zhang	00266-02-2025	910.00	February instructor payment 111253 Junior Volleyball.
Task Label:		Type:		PO Number:		

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Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
Total for Vendor 05312 - FENG ZHANG:					910.00	
05316 - BRIDGE TOWER OP CO, LLC						
0001-1410-4606-0001-000	1/28/2025	1/13/2025	745753333	00351-01-2025	209.12	Legal Notice-2025 Town and County Tax Collection Notice
Task Label:		Type:	PO Number:			
0002-8020-4606-0018-000	1/28/2025	1/28/2025	745753345	00352-01-2025	102.53	Legal Notice- Zoning Board Public Hearing on 1/20/205
Task Label:		Type:	PO Number:			
0002-8020-4606-0018-000	2/12/2025	2/3/2025	745758026	00216-02-2025	57.99	Legal Notice-Planning Board Public Hearing 02-10-25
Task Label:		Type:	PO Number:			
Total for Vendor 05316 - BRIDGE TOWER OP CO, LLC:					369.64	
05350 - ROC THE PARTY, INC.						
0001-7020-4400-3310-000	2/5/2025	1/9/2025	15002-001	00040-02-2025	647.00	2/7/25 Sweetheart Dance photo booth.
Task Label:		Type:	PO Number:			
Total for Vendor 05350 - ROC THE PARTY, INC.:					647.00	
05366 - G.A. FLEET ASSOCIATES						
0006-8120-2007-0002-000	1/23/2025	1/14/2025	S0000042229	00299-01-2025	9,481.00	FLYGT PUMP FOR BRICKSTON PUMP STATION
Task Label:		Type:	PO Number:			
0006-8120-2006-0002-000	1/23/2025	1/14/2025	S0000042230	00300-01-2025	15,613.00	FLYGT PUMP FOR PUMP STATION
Task Label:		Type:	PO Number:			
Total for Vendor 05366 - G.A. FLEET ASSOCIATES:					25,094.00	
05369 - NORTHERN STAR MEDICAL HEALTH, PLLC						
0003-4560-4000-0001-000	2/3/2025	1/31/2025	10512	00014-02-2025	161.00	Drug screenings
Task Label:		Type:	PO Number:			
0001-4560-4000-0001-000	2/3/2025	1/31/2025	10512	00014-02-2025	390.00	Drug screenings
Task Label:		Type:	PO Number:			
Total for Vendor 05369 - NORTHERN STAR MEDICAL HEALTH, PLLC:					551.00	
05379 - ALYSSA ZIOLKO						
0001-6772-4400-2042-000	2/7/2025	1/31/2025	16	00123-02-2025	160.00	January Seniors Better Balance Classes.
Task Label:		Type:	PO Number:			
Total for Vendor 05379 - ALYSSA ZIOLKO:					160.00	
05398 - DENTON FAMILY AND SKI RESORT						
0001-7020-4400-1267-000	2/19/2025	2/19/2025	250219Denton	00235-02-2025	781.55	February instructor payment 111208 Powder Pkg & Equipment Rental
Task Label:		Type:	PO Number:			

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Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
Total for Vendor 05398 - DENTON FAMILY AND SKI RESORT:					781.55	
05406 - LAUREN PERINA						
0001-1010-4000-0001-000	2/6/2025	2/5/2025	012725	00071-02-2025	150.00	Interpreter Services January 2025
Task Label:		Type:		PO Number:		
Total for Vendor 05406 - LAUREN PERINA:					150.00	
05430 - YUSHAN SOCOLA						
0001-7020-4400-4116-000	2/19/2025	2/19/2025	250219Socola	00258-02-2025	385.00	February instructor payment 120238 Creative Painting & Drawing.
Task Label:		Type:		PO Number:		
Total for Vendor 05430 - YUSHAN SOCOLA:					385.00	
05450 - CAROL SCHOTT						
0001-7020-4400-3273-000	2/19/2025	2/19/2025	250219Schott	00255-02-2025	294.00	February instructor payment 120806 Mah Jongg.
Task Label:		Type:		PO Number:		
Total for Vendor 05450 - CAROL SCHOTT:					294.00	
05457 - ERICA JACOB						
0001-6772-4400-2042-000	2/10/2025	1/31/2025	21	00125-02-2025	160.00	January Seniors Zumba Classes.
Task Label:		Type:		PO Number:		
Total for Vendor 05457 - ERICA JACOB:					160.00	
05463 - T-MOBILE USA, INC						
0003-7410-4201-0001-000	2/7/2025	1/23/2025	9897708030125	00076-02-2025	23.80	Hot Spots
Task Label:		Type:		PO Number:		
Total for Vendor 05463 - T-MOBILE USA, INC:					23.80	
05468 - KATHLEEN LASKEY						
0001-7020-4400-3310-000	2/7/2025	2/5/2025	250205Laskey	00124-02-2025	110.70	Employee reimbursement Sweetheart Dance supplies.
Task Label:		Type:		PO Number:		
Total for Vendor 05468 - KATHLEEN LASKEY:					110.70	
05481 - CHARIOT LEARNING						
0001-7020-4400-4355-000	2/19/2025	2/19/2025	250219Bergin	00226-02-2025	700.00	February instructor payment 110904 SAT/ACT Boot Camp.
Task Label:		Type:		PO Number:		

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Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
Total for Vendor 05481 - CHARIOT LEARNING:					700.00	
05485 - ARMAND MIALE						
0001-6772-4602-0001-000	1/27/2025	1/23/2025	250123Miale	00347-01-2025	35.48	Seniors 01/23/25 bus trip driver lunch and museum ticket.
Task Label:		Type:	PO Number:			
0001-6772-4602-0001-000	2/19/2025	2/13/2025	250213Miale	00222-02-2025	17.50	Seniors bus trip 2/13/25 bus driver lunch.
Task Label:		Type:	PO Number:			
Total for Vendor 05485 - ARMAND MIALE:					52.98	
05497 - NRG BUSINESS MARKETING, LLC						
0001-1620-4202-0001-000	2/7/2025	1/30/2025	HSS54674851	00052-02-2025	165.55	07 500 Mendon Rd Thornell Park
Task Label:		Type:	PO Number:			
0006-8120-4202-0002-000	2/7/2025	1/30/2025	HSS54674851	00052-02-2025	3.44	08 529 Marsh Rd PS
Task Label:		Type:	PO Number:			
0006-8120-4202-0002-000	2/7/2025	1/30/2025	HSS54674851	00052-02-2025	3.37	04 Pittsford Manor Lane PS
Task Label:		Type:	PO Number:			
0006-8120-4202-0002-000	2/7/2025	1/30/2025	HSS54674851	00052-02-2025	2.01	13 37 Candlewood Dr PS
Task Label:		Type:	PO Number:			
0001-1620-4202-0001-000	2/7/2025	1/30/2025	HSS54674851	00052-02-2025	294.87	12 1 Robbins Rd Parks
Task Label:		Type:	PO Number:			
0006-8120-4202-0001-000	2/7/2025	1/30/2025	HSS54674851	00052-02-2025	644.31	01 3899 Monroe Ave PSD
Task Label:		Type:	PO Number:			
0006-8120-4202-0002-000	2/7/2025	1/30/2025	HSS54674851	00052-02-2025	58.08	05 5 Dunnewood Ct Autumn Woods PS
Task Label:		Type:	PO Number:			
0001-1620-4202-0001-000	2/7/2025	1/30/2025	HSS54674851	00052-02-2025	1,240.85	02 35 Lincoln Ave SCC
Task Label:		Type:	PO Number:			
0001-1620-4202-0001-000	2/7/2025	1/30/2025	HSS54674851	00052-02-2025	157.38	06 210 Mendon Rd Mile Post
Task Label:		Type:	PO Number:			
0001-1620-4202-0001-00	2/7/2025	1/30/2025	HSS54674851	00052-02-2025	230.76	09 170 Jefferson Rd W KBP
Task Label:		Type:	PO Number:			
0006-8120-4202-0002-000	2/7/2025	1/30/2025	HSS54674851	00052-02-2025	54.51	16 Reitz Pkwy
Task Label:		Type:	PO Number:			
0001-1620-4202-0001-000	2/7/2025	1/30/2025	HSS54674851	00052-02-2025	296.16	10 11 South Main St Town Hall
Task Label:		Type:	PO Number:			
0001-5132-4202-0001-000	2/7/2025	1/30/2025	HSS54674851	00052-02-2025	1,054.95	03 60 Golf Ave Hwy
Task Label:		Type:	PO Number:			
0001-1620-4202-0001-000	2/7/2025	1/30/2025	HSS54674851	00052-02-2025	892.70	14 24 State St Library
Task Label:		Type:	PO Number:			
Total for Vendor 05497 - NRG BUSINESS MARKETING, LLC:					5,098.94	
05501 - OPERA GUILD OF ROCHESTER						
0001-7020-4400-4252-000	2/19/2025	2/19/2025	250219OperaGuil	00247-02-2025	406.00	February instructor payment 120511 Opera Beats the Blahs.

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Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
05501 - OPERA GUILD OF ROCHESTER						
Task Label:		Type:		PO Number:		
Total for Vendor 05501 - OPERA GUILD OF ROCHESTER:					406.00	
05502 - THOMAS J QUIGLEY						
0001-6772-4400-4012-000	2/5/2025	2/4/2025	250204Quigley	00046-02-2025	110.00	2/4/25 Seniors entertainment.
Task Label:		Type:		PO Number:		
Total for Vendor 05502 - THOMAS J QUIGLEY:					110.00	
05505 - THE GOLDEN DOODLE RULES						
0001-7020-4400-4134-000	2/19/2025	2/19/2025	250219Dell'Anno	00233-02-2025	84.00	February instructor payment 120244 Intro to Book Publishing.
Task Label:		Type:		PO Number:		
Total for Vendor 05505 - THE GOLDEN DOODLE RULES:					84.00	
05506 - KASEYA US, LLC						
0001-1989-2001-0003-000	2/6/2025	2/6/2025	2464553005942	00023-02-2025	1,081.50	Kaseya Trifecta: Autotask, Itglue, RMM. (February)
Task Label:		Type:		PO Number:		
Total for Vendor 05506 - KASEYA US, LLC:					1,081.50	
05514 - AMAZON CAPITAL SERVICES, INC.						
0001-1989-2001-0003-000	2/3/2025	2/3/2025	1633-D3TW-PFY	00001-02-2025	63.99	10GBase-T SFP+ Transceiver
Task Label:		Type:		PO Number:	115296	
0001-1680-4101-0003-000	2/3/2025	2/3/2025	1633-D3TW-PFY	00001-02-2025	16.23	2x UGREEN Cat 8 Ethernet Cable
Task Label:		Type:		PO Number:	115296	
0006-1989-2001-0003-000	2/3/2025	2/3/2025	1633-D3TW-PFY	00001-02-2025	58.87	10GBase-T SFP+ Transceiver
Task Label:		Type:		PO Number:	115296	
0001-1680-4101-0003-000	2/3/2025	2/3/2025	1F3P-1M9T-JQ1K	00002-02-2025	339.98	2x Logitech Combo Touch iPad Air
Task Label:		Type:		PO Number:	115291	
0001-1680-2002-0003-000	2/3/2025	2/3/2025	1F3P-1M9T-JQ1K	00002-02-2025	27.70	2x 10GBase-LR SFP+ Transceiver
Task Label:		Type:		PO Number:	115291	
0001-1680-2002-0003-000	2/3/2025	2/3/2025	1PMN-9MJ6-PPX	00003-02-2025	44.98	TP-Link 10G Base-T
Task Label:		Type:		PO Number:		
0001-1680-2002-0003-000	2/3/2025	2/3/2025	1PMN-9MJ6-PPX	00003-02-2025	6.39	Double Sided Adhesive Pads
Task Label:		Type:		PO Number:		
0001-1680-2002-0003-000	2/3/2025	2/3/2025	1PMN-9MJ6-PPX	00003-02-2025	169.99	VIVO 36 inch Electric Motor Desk Converter
Task Label:		Type:		PO Number:		
0001-1989-2001-0003-000	2/3/2025	2/3/2025	1PMN-9MJ6-PPX	00003-02-2025	125.42	10Gb SFP+ RJ45 Transceiver
Task Label:		Type:		PO Number:		
0001-1989-2001-0003-000	2/3/2025	2/3/2025	1PMN-9MJ6-PPX	00003-02-2025	128.90	Seagate Portable 5TB
Task Label:		Type:		PO Number:		
0001-1680-4101-0003-000	2/3/2025	2/3/2025	1PMN-9MJ6-PPX	00003-02-2025	34.25	5x UGREEN USB 3.0 Hub, 4 Ports USB A

Vendor

Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
05514 - AMAZON CAPITAL SERVICES, INC.						
Task Label:				Type: PO Number:		
0001-1680-2002-0003-000	2/3/2025	2/3/2025	1PMN-9MJ6-PPX	00003-02-2025	125.42	10Gb SFP+ RJ45 Transceiver
Task Label:				Type: PO Number:		
0001-1680-2002-0001-000	2/3/2025	2/3/2025	1PMN-9MJ6-PPX	00003-02-2025	7.35	Recycling Can
Task Label:				Type: PO Number:		
0001-1680-2001-0003-000	2/3/2025	2/3/2025	1PMN-9MJ6-PPX	00003-02-2025	90.00	Dell RF9T8 1.8TB 10K SAS 2.5" 6Gb/s HD
Task Label:				Type: PO Number:		
0001-7020-4101-0001-000	2/5/2025	2/1/2025	1C3C-PNKN-PW	00035-02-2025	4.88	Recreation office supplies.
Task Label:				Type: PO Number:		
0001-7510-4101-0001-000	2/5/2025	2/1/2025	1DJ7-QHX3-NV9	00036-02-2025	122.89	Historian office supplies.
Task Label:				Type: PO Number:		
0001-7020-4101-0001-000	2/5/2025	2/1/2025	1HWC-DQGQ-MC	00035-02-2025	32.08	Recreation office supplies.
Task Label:				Type: PO Number:		
0001-7020-4400-3299-000	2/5/2025	2/1/2025	1JMR-P61H-LW6	00034-02-2025	96.54	After School supplies.
Task Label:				Type: PO Number:		
0001-7020-4400-3310-000	2/5/2025	2/1/2025	1JMR-P61H-LW6	00034-02-2025	301.00	Family Dance supplies.
Task Label:				Type: PO Number:		
0001-7020-4400-1109-000	2/5/2025	2/1/2025	1JMR-P61H-PMW	00037-02-2025	9.99	Sports line tightener.
Task Label:				Type: PO Number:		
0001-7020-4400-3299-000	2/5/2025	2/1/2025	1JP9-J17P-PP9M	00038-02-2025	80.74	After School supplies.
Task Label:				Type: PO Number:		
0001-6772-4400-4014-000	2/5/2025	2/1/2025	1M14-9W46-QQR	00033-02-2025	31.76	Seniors Craft Club supplies.
Task Label:				Type: PO Number:		
0001-6772-4101-0001-000	2/5/2025	2/1/2025	1M14-9W46-QQR	00033-02-2025	165.19	Seniors office supplies.
Task Label:				Type: PO Number:		
0001-7020-4101-0001-000	2/5/2025	2/1/2025	1Q6Q-Q41Y-JH6C	00035-02-2025	38.33	Recreation office supplies.
Task Label:				Type: PO Number:		
0001-7020-4400-3299-000	2/5/2025	2/1/2025	1T1X-7P9Q-NPN	00038-02-2025	44.95	After School supplies.
Task Label:				Type: PO Number:		
0003-7410-4130-0021-000	2/7/2025	1/21/2025	174K-R9NQ-KQC	00079-02-2025	512.82	Teen Audiovisual
Task Label:				Type: PO Number:		
0003-7410-4101-0001-000	2/7/2025	1/12/2025	19J9-DFV7-9FDL	00079-02-2025	51.97	Supplies
Task Label:				Type: PO Number:		
0001-7110-4003-0010-711	2/12/2025	2/1/2025	14WM-9MHX-MI	00107-02-2025	54.48	under carriage washer, zip lock bags
Task Label:				Type: PO Number:		
0001-7110-4003-0010-711	2/12/2025	2/1/2025	179R-CVFQ-Q97	00106-02-2025	81.63	can opener, power cord for jump pack, cleaning brushes, gasket m
Task Label:				Type: PO Number:		
0001-7110-4137-0002-711	2/12/2025	2/1/2025	1C3C-PNKN-NQI	00105-02-2025	117.39	shop aprons
Task Label:				Type: PO Number:		
0001-7110-4003-0010-711	2/12/2025	2/1/2025	1FP4-QJ1T-MCX	00104-02-2025	130.34	roll pin set, pressure washer soap nozzle, caster wheels, labels
Task Label:				Type: PO Number:		
0001-7110-4133-0010-711	2/12/2025	2/1/2025	1H1X-P49G-N1PF	00110-02-2025	6.99	primer bulbs for hedge trimmer
Task Label:				Type: PO Number:		

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Total for Vendor 05514 - AMAZON CAPITAL SERVICES, INC.:					3,123.44	
05516 - GREENLIGHT NETWORKS LLC						
0001-1680-4409-0003-000	2/3/2025	2/3/2025	3903122	00004-02-2025	150.00	Greenlight: 500/500 Mbps Business Basic 3/01/25 -3/31/25
Task Label:		Type:		PO Number:		
Total for Vendor 05516 - GREENLIGHT NETWORKS LLC:					150.00	
05522 - COLLIER'S ENGINEERING & DESIGN						
0002-8020-4401-0018-000	1/30/2025	1/27/2025	0001018541	00370-01-2025	3,920.00	ZONING CODE UPDATE
Task Label:		Type:		PO Number:	56310	
Total for Vendor 05522 - COLLIER'S ENGINEERING & DESIGN:					3,920.00	
05554 - CAROL ROBERTS						
0001-7020-4400-4252-000	2/19/2025	2/19/2025	250219Roberts	00250-02-2025	777.00	February instructor payment 111525 120501.
Task Label:		Type:		PO Number:		
Total for Vendor 05554 - CAROL ROBERTS:					777.00	
07229 - COLONY HARDWARE CORP.						
0004-5130-4106-0053-000	2/12/2025	10/24/2024	2448831	00161-02-2025	159.81	shop rags
Task Label:		Type:		PO Number:		
0004-5130-4111-0053-000	2/14/2025	1/30/2025	2591803	00173-02-2025	147.39	rags for shop
Task Label:		Type:		PO Number:		
Total for Vendor 07229 - COLONY HARDWARE CORP.:					307.20	
08539 - CYNCON EQUIPMENT INC.						
0006-8120-4111-0002-000	1/29/2025	1/28/2025	97279	00357-01-2025	405.78	GASKET FOR FLUSH TRUCK
Task Label:		Type:		PO Number:	103724	
0006-8120-4111-0002-000	1/29/2025	1/28/2025	97279	00357-01-2025	19.41	GORILLA ADHESIVE
Task Label:		Type:		PO Number:	103724	
Total for Vendor 08539 - CYNCON EQUIPMENT INC.:					425.19	
08838 - DEBBIE SUPPLY INC						
0001-2620-4118-0010-000	1/28/2025	1/24/2025	674862	00359-01-2025	285.34	FURNACE FILTERS
Task Label:		Type:		PO Number:	103718	
0004-5130-4106-0053-000	2/14/2025	1/23/2025	674860	00170-02-2025	3.29	air fittings
Task Label:		Type:		PO Number:	122147	
0004-5130-4106-0053-000	2/14/2025	2/10/2025	675066	00169-02-2025	15.72	cable clamps
Task Label:		Type:		PO Number:	122178	

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Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
Total for Vendor 08838 - DEBBIE SUPPLY INC:					304.35	
08854 - DECKMAN OIL COMPANY						
0004-5142-4115-0002-000	2/3/2025	1/15/2025	800938	00063-02-2025	2,677.64	hydraulic fluid
Task Label:		Type:		PO Number:	122122	
Total for Vendor 08854 - DECKMAN OIL COMPANY:					2,677.64	
09013 - DEMOCRAT & CHRONICLE						
0001-1220-4101-0001-000	2/19/2025	2/19/2025	DC1187406	00272-02-2025	82.01	Newspaper February and March 2025
Task Label:		Type:		PO Number:		
Total for Vendor 09013 - DEMOCRAT & CHRONICLE:					82.01	
10083 - FRONTIER COMMUNICATIONS						
0001-7020-4201-0001-000	2/3/2025	1/22/2025	250122FrontierR	00032-02-2025	76.56	Recreation telephone service 01/22/25-02/21/25.
Task Label:		Type:		PO Number:		
0001-6772-4201-0001-000	2/3/2025	1/22/2025	250122FrontierS	00031-02-2025	97.67	Seniors telephone service 01/22/25-02/21/25.
Task Label:		Type:		PO Number:		
0002-3620-4201-0017-000	2/3/2025	1/22/2025	Jan222025	00067-02-2025	74.30	DPW Fax
Task Label:		Type:		PO Number:		
0006-8120-4201-0001-000	2/4/2025	1/22/2025	585-248-3897	00056-02-2025	97.70	PSD Fire/Security
Task Label:		Type:		PO Number:		
0001-1620-4201-0001-000	2/4/2025	1/22/2025	585-248-6202	00058-02-2025	587.40	TH Fire/Security
Task Label:		Type:		PO Number:		
0001-5132-4201-0001-000	2/4/2025	1/22/2025	585-248-6205	00057-02-2025	97.15	HWY - Fire Alarm
Task Label:		Type:		PO Number:		
0001-1620-4201-0001-000	2/5/2025	1/22/2025	585-586-4739	00055-02-2025	118.04	Spiegel Elevator
Task Label:		Type:		PO Number:		
0003-7410-4201-0001-000	2/7/2025	1/22/2025	62590225	00078-02-2025	96.17	Fax Line
Task Label:		Type:		PO Number:	88892	
0001-1620-4201-0001-000	2/13/2025	1/22/2025	585-100-2618	00188-02-2025	1,284.45	Town Hall Fire & Elevator Phone
Task Label:		Type:		PO Number:		
0006-8120-4201-0001-000	2/13/2025	2/13/2025	585-198-6080	00188-02-2025	69.64	PSD Fire & Security Phone Line
Task Label:		Type:		PO Number:		
0001-7110-4201-0001-711	2/13/2025	1/22/2025	585-248-2520	00188-02-2025	75.16	Thornell Farm Park Fire & Security Phone Line
Task Label:		Type:		PO Number:		
0006-8120-4201-0002-000	2/14/2025	1/22/2025	585-218-9325	00190-02-2025	68.51	Autumn Woods Security Phone Line
Task Label:		Type:		PO Number:		
0001-1110-4201-0001-001	2/18/2025	1/22/2025	021825	00197-02-2025	75.17	JANUARY 2025 PHONE BILL
Task Label:		Type:		PO Number:		
Total for Vendor 10083 - FRONTIER COMMUNICATIONS:					2,817.92	

Vendor

Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
10105 - COOK BROTHERS TRUCK PARTS						
0004-5130-4106-0053-000	2/12/2025	2/6/2025	2313993	00158-02-2025	115.14	u joint 453
Task Label: Type: PO Number: 122174						
Total for Vendor 10105 - COOK BROTHERS TRUCK PARTS: 115.14						
10175 - DEBORAH MCVEAN						
0001-7020-4400-2214-000	2/19/2025	2/19/2025	250219McVean	00242-02-2025	797.06	February instructor payment 120304 Aerobics.
Task Label: Type: PO Number:						
Total for Vendor 10175 - DEBORAH MCVEAN: 797.06						
10328 - STAPLES						
0003-7410-4101-0001-000	1/30/2025	1/16/2025	6021766234	00356-01-2025	17.24	SUPPLIES - ADMIN
Task Label:		Type:	PO Number:	88848		
0003-7410-4101-0001-000	1/30/2025	1/16/2025	6021766235	00356-01-2025	15.29	SUPPLIES - ADMIN
Task Label:		Type:	PO Number:	88848		
0001-1330-4101-0001-000	2/12/2025	1/31/2025	7003957128	00213-02-2025	5.25	Staples pop up notes
Task Label:		Type:	PO Number:	116341		
0001-1620-4101-0001-000	2/12/2025	1/31/2025	7003957128	00213-02-2025	74.18	Binder clips/10x13 Envelopes/Glue Sticks/Avery Mailing Labels
Task Label:		Type:	PO Number:	116341		
0001-1620-4136-0001-000	2/12/2025	1/31/2025	7003957128	00213-02-2025	260.70	HP 96xl High Yield Ink Cartridge/2
Task Label:		Type:	PO Number:	116341		
0001-1220-4101-0001-000	2/12/2025	1/31/2025	7003957128	00213-02-2025	10.10	staples 1/3 cut File Folders Assorted Colors
Task Label:		Type:	PO Number:	116341		
0001-1110-4101-0001-000	2/18/2025	1/31/2025	6022987387-389	00196-02-2025	197.33	OFFICE SUPPLY ORDER
Task Label:		Type:	PO Number:			
Total for Vendor 10328 - STAPLES: 580.09						
10396 - ADMAR SUPPLY COMPANY, INC						
0001-7110-4133-0010-711	1/24/2025	1/22/2025	RO2071639	00316-01-2025	109.88	line trimmer parts
Task Label:		Type:	PO Number:	650480		
Total for Vendor 10396 - ADMAR SUPPLY COMPANY, INC: 109.88						
13258 - FINGER LAKES CASTLE						
0006-8120-4111-0002-000	1/29/2025	1/27/2025	918145	00358-01-2025	104.04	SHOP CHEMICALS - SHOP SOLV
Task Label:		Type:	PO Number:	103722		
0004-5130-4111-0053-000	2/12/2025	2/12/2025	918141	00155-02-2025	393.11	gloves, lubes
Task Label:		Type:	PO Number:	122152		
0001-7110-4003-0010-711	2/12/2025	1/28/2025	918149	00109-02-2025	77.90	lubes
Task Label:		Type:	PO Number:	650496		

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Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
Total for Vendor 13258 - FINGER LAKES CASTLE:						575.05
13290 - FINGER LAKES BUILDING OFFICIALS ASSOCIATION, INC						
0002-3620-4604-0017-000	2/11/2025	2/10/2025	CE1002501-2025	00073-02-2025	460.00	FLBOA Conf & dues - ES
Task Label:		Type:	PO Number:			
0002-3620-4604-0017-000	2/11/2025	2/10/2025	CE1002809-2025	00073-02-2025	460.00	FLBOA Conf & dues - BZ
Task Label:		Type:	PO Number:			
0002-3620-4604-0017-000	2/11/2025	2/10/2025	CE1003198-2025	00073-02-2025	460.00	FLBOA Conf & dues - AC
Task Label:		Type:	PO Number:			
Total for Vendor 13290 - FINGER LAKES BUILDING OFFICIALS ASSOCIATION, INC:						1,380.00
13450 - FLOWER CITY COMMUNICATIONS INC						
0002-3620-4000-0017-000	1/30/2025	1/2/2025	INV6888	00373-01-2025	717.41	Radio Trunking Services
Task Label:		Type:	PO Number:			
0004-5142-4400-0002-000	1/30/2025	1/2/2025	INV6888	00373-01-2025	8,250.16	Radio Trunking Services
Task Label:		Type:	PO Number:			
0006-8120-4400-0002-000	1/30/2025	1/2/2025	INV6888	00373-01-2025	2,152.22	Radio Trunking Services
Task Label:		Type:	PO Number:			
0001-2620-4400-0001-000	1/30/2025	1/2/2025	INV6888	00373-01-2025	538.05	Radio Trunking Services
Task Label:		Type:	PO Number:			
0001-7110-4409-0002-711	1/30/2025	1/2/2025	INV6888	00373-01-2025	1,614.16	Radio Trunking Services
Task Label:		Type:	PO Number:			
Total for Vendor 13450 - FLOWER CITY COMMUNICATIONS INC:						13,272.00
15405 - GRAINGER, INC.						
0001-2620-4118-0010-000	1/30/2025	1/30/2025	9390164433	00374-01-2025	428.16	Part for sewer dept. men's room
Task Label:		Type:	PO Number:			
0001-7110-4003-0010-711	2/12/2025	1/30/2025	9391148906	00102-02-2025	28.17	welding lenses for helmet
Task Label:		Type:	PO Number:			
Total for Vendor 15405 - GRAINGER, INC.:						456.33
19481 - INGRAM LIBRARY SERVICES						
0003-7410-4126-0022-000	1/29/2025	1/15/2025	60441447	00333-01-2025	16.55	Children's Books
Task Label:		Type:	PO Number:			
0003-7410-4126-0022-000	1/29/2025	1/19/2025	60444950	00333-01-2025	606.50	Children's Books
Task Label:		Type:	PO Number:			
0003-7410-4126-0022-000	1/29/2025	1/22/2025	60446409	00333-01-2025	19.58	Children's Books
Task Label:		Type:	PO Number:			
0003-7410-4126-0022-000	1/29/2025	1/23/2025	60447499	00333-01-2025	45.49	Children's Books
Task Label:		Type:	PO Number:			
0003-7410-4126-0022-000	1/29/2025	1/16/2025	67779428	00333-01-2025	150.29	Children's Books

Vendor

Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
19481 - INGRAM LIBRARY SERVICES						
Task Label:		Type:	PO Number:	87885		
0003-7410-4126-0020-000	1/29/2025	1/21/2025	67780361	00333-01-2025	52.24	Adult Books
Task Label:		Type:	PO Number:	89994		
0003-7410-4126-0020-000	2/7/2025	1/25/2025	60448258	00077-02-2025	53.36	Adult Books
Task Label:		Type:	PO Number:	89994		
0003-7410-4126-0022-000	2/7/2025	1/25/2025	60448552	00077-02-2025	32.61	Children's Books
Task Label:		Type:	PO Number:	87885		
0003-7410-4126-0022-000	2/7/2025	1/25/2025	60448851	00077-02-2025	49.80	Children's Books
Task Label:		Type:	PO Number:	87885		
0003-7410-4126-0022-000	2/7/2025	1/29/2025	60451028	00077-02-2025	125.91	Children's Books
Task Label:		Type:	PO Number:	87885		
0003-7410-4126-0022-000	2/7/2025	1/31/2025	60452828	00077-02-2025	59.25	Children's Books
Task Label:		Type:	PO Number:	87885		
Total for Vendor 19481 - INGRAM LIBRARY SERVICES:					1,211.58	
19596 - INTERSTATE BATTERY SYSTEM						
0001-7110-4105-0002-711	1/24/2025	1/22/2025	383397	00314-01-2025	152.95	battery 337-2
Task Label:		Type:	PO Number:	650482		
0004-5130-4106-0053-000	1/28/2025	10/23/2024	50073508	00394-01-2025	152.95	batteries
Task Label:		Type:	PO Number:			
0001-2620-4118-0010-000	2/13/2025	1/14/2025	30100248	00185-02-2025	220.90	truck battery and batteries
Task Label:		Type:	PO Number:	103703		
Total for Vendor 19596 - INTERSTATE BATTERY SYSTEM:					526.80	
22592 - LEWIS GENERAL TIRES, INC.						
0004-5130-4113-0053-000	1/27/2025	1/14/2025	196350	00323-01-2025	270.00	scrap disposal fee
Task Label:		Type:	PO Number:			
0004-5130-4113-0053-000	2/11/2025	1/22/2025	196863	00143-02-2025	373.00	tire 454/wheel 451
Task Label:		Type:	PO Number:	122141		
Total for Vendor 22592 - LEWIS GENERAL TIRES, INC.:					643.00	
25443 - MONROE COUNTY COURT CLERK ASSOCIATION						
0001-1110-4603-0001-001	2/19/2025	1/15/2025	021925	00208-02-2025	120.00	MONROE CO COURT CLERK 2025 ASSOC DUES
Task Label:		Type:	PO Number:			
Total for Vendor 25443 - MONROE COUNTY COURT CLERK ASSOCIATION:					120.00	
27211 - NEW YORK MARKING DEVICES CORP.						
0002-3620-4101-0017-000	1/28/2025	1/23/2025	109341	00353-01-2025	50.10	Notary Embosser Seal for Anna C. Piazza
Task Label:		Type:	PO Number:	116343		

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Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
Total for Vendor 27211 - NEW YORK MARKING DEVICES CORP.:					50.10	
29565 - NY GOVERNMENT FINANCE OFFICERS ASSOC.						
0001-1310-4603-0001-000	2/14/2025	2/13/2025	021325	00133-02-2025	190.00	2025 NYGFOA membership dues
Task Label:		Type:		PO Number:		
0001-1310-4604-0001-000	2/14/2025	2/13/2025	50800	00212-02-2025	250.00	2025 Annual Conference Registration
Task Label:		Type:		PO Number:		
Total for Vendor 29565 - NY GOVERNMENT FINANCE OFFICERS ASSOC.:					440.00	
29639 - NYSAMCC, INC.						
0001-1110-4603-0001-001	2/19/2025	2/3/2025	0002025	00209-02-2025	120.00	NYSAMCC 2025 DUES
Task Label:		Type:		PO Number:		
Total for Vendor 29639 - NYSAMCC, INC.:					120.00	
30285 - NORTHERN SUPPLY INC						
0004-5142-4111-0002-000	2/3/2025	1/13/2025	132503	00060-02-2025	480.00	blades for sidewalk plow
Task Label:		Type:		PO Number:		
0004-5142-4111-0002-000	2/3/2025	1/21/2025	132727	00062-02-2025	437.50	plow shoes
Task Label:		Type:		PO Number:		
0004-5142-4111-0002-000	2/3/2025	2/3/2025	132823	00061-02-2025	340.00	misc plow parts
Task Label:		Type:		PO Number:		
Total for Vendor 30285 - NORTHERN SUPPLY INC:					1,257.50	
30568 - OIL FILTER SERVICE, INC.						
0004-5130-4106-0053-000	2/12/2025	2/5/2025	74835	00152-02-2025	256.69	filters for 400, rollers
Task Label:		Type:		PO Number:		
0004-5130-4106-0053-000	2/12/2025	2/5/2025	74842	00152-02-2025	-84.96	credit
Task Label:		Type:		PO Number:		
0004-5130-4106-0053-000	2/12/2025	2/6/2025	74871	00159-02-2025	397.84	filters for brush trucks
Task Label:		Type:		PO Number:		
0004-5130-4106-0053-000	2/12/2025	2/6/2025	74888	00159-02-2025	142.00	filters for brush trucks
Task Label:		Type:		PO Number:		
Total for Vendor 30568 - OIL FILTER SERVICE, INC.:					711.57	
31675 - PITTSFORD YOUTH SERVICES INCORPORATED						
0001-4210-4400-0001-000	2/3/2025	1/31/2025	5307	00015-02-2025	5,665.00	Counseling Services February 2025
Task Label:		Type:		PO Number:		
Total for Vendor 31675 - PITTSFORD YOUTH SERVICES INCORPORATED:					5,665.00	

Vendor

Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
32299 - PHOENIX GRAPHICS, INC.						
0001-6410-4009-0007-000	2/4/2025	1/28/2025	77551	00009-02-2025	680.00	Senior citizen tax abatement mailing
Task Label:		Type:		PO Number:	56333	
0001-1670-4601-0001-000	2/4/2025	1/28/2025	77551	00009-02-2025	289.80	Senior citizen tax abatement mailing
Task Label:		Type:		PO Number:	56333	
Total for Vendor 32299 - PHOENIX GRAPHICS, INC.:					969.80	
32694 - PITNEY BOWES INC						
0001-1620-4101-0001-000	2/12/2025	2/5/2025	1026894923	00217-02-2025	547.45	Maintenance Service Agreement-02/06/2024-02/05/2025
Task Label:		Type:		PO Number:		
Total for Vendor 32694 - PITNEY BOWES INC:					547.45	
32993 - PITTSFORD CENTRAL SCHOOLS						
0001-6772-4107-0001-000	2/5/2025	2/3/2025	4188-25A	00041-02-2025	79.68	January Seniors gasoline.
Task Label:		Type:		PO Number:		
0001-7110-4108-0002-711	2/12/2025	2/3/2025	4191-25A	00176-02-2025	166.55	parks january diesel
Task Label:		Type:		PO Number:	650497	
0001-7110-4107-0002-711	2/12/2025	2/12/2025	4191-25A	00176-02-2025	854.95	parks january unleaded
Task Label:		Type:		PO Number:	650497	
0001-1490-4107-0001-000	2/12/2025	2/3/2025	4193-25A	00091-02-2025	39.61	03 Vehicle 501 - Paul
Task Label:		Type:		PO Number:		
0002-3620-4107-0017-000	2/12/2025	2/3/2025	4193-25A	00091-02-2025	93.81	05 Vehicle 518-2 - Bldg Inspector (April)
Task Label:		Type:		PO Number:		
0001-3510-4107-0001-000	2/12/2025	2/3/2025	4193-25A	00091-02-2025	52.79	07 Animal Control
Task Label:		Type:		PO Number:		
0002-3620-4107-0017-000	2/12/2025	2/3/2025	4193-25A	00091-02-2025	86.13	05 Vehicle 504- Bldg Inspector (Erik)
Task Label:		Type:		PO Number:		
0002-3620-4107-0017-000	2/12/2025	2/3/2025	4193-25A	00091-02-2025	31.65	08 Vehicle 518 Bldg Inspector (Ant)
Task Label:		Type:		PO Number:		
0001-1490-4107-0001-000	2/12/2025	2/3/2025	4193-25A	00091-02-2025	150.45	02 Vehicle 514 - Jim G
Task Label:		Type:		PO Number:		
0002-8020-4107-0018-000	2/12/2025	2/3/2025	4193-25A	00091-02-2025	24.79	09 Engineering
Task Label:		Type:		PO Number:		
0001-2620-4107-0002-26:	2/12/2025	2/3/2025	4193-25A	00091-02-2025	310.81	01 Bldg Maintenance - Randy
Task Label:		Type:		PO Number:		
0002-3620-4107-0017-000	2/12/2025	2/3/2025	4193-25A	00091-02-2025	82.37	04 Vehicle 516 - Sal
Task Label:		Type:		PO Number:		
0001-1355-4107-0001-000	2/12/2025	2/3/2025	4193-25A	00091-02-2025	38.71	06 Vehicle 506 - Assessor
Task Label:		Type:		PO Number:		
Total for Vendor 32993 - PITTSFORD CENTRAL SCHOOLS:					2,012.30	
34120 - POWER DRIVES, INC.						

Vendor

Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
34120 - POWER DRIVES, INC.						
0004-5130-4106-0053-000	1/27/2025	1/17/2025	RRS1006664	00326-01-2025	347.57	459 hose
Task Label:		Type:	PO Number:	122131		
0004-5130-4106-0053-000	2/12/2025	2/3/2025	RRS1008228	00157-02-2025	72.18	misc fittings
Task Label:		Type:	PO Number:	122162		
Total for Vendor 34120 - POWER DRIVES, INC.:					419.75	
35131 - Rochester Asphalt Material, Inc						
0005-5110-4143-0054-000	1/28/2025	1/28/2025	1200501	00395-01-2025	140.40	cold patch
Task Label:		Type:	PO Number:	122118		
0005-5110-4143-0054-000	2/13/2025	2/8/2025	1201095	00165-02-2025	147.15	cold patch
Task Label:		Type:	PO Number:	122123		
Total for Vendor 35131 - Rochester Asphalt Material, Inc:					287.55	
35414 - ROCHESTER GAS & ELECTRIC						
0001-1620-4202-0001-000	2/3/2025	1/30/2025	Jan302025	00066-02-2025	195.16	5 Barker Rd Park
Task Label:		Type:	PO Number:			
0006-8120-4202-0002-000	2/3/2025	1/30/2025	Jan3025	00065-02-2025	25.91	295 Fairport Rd Pump Station
Task Label:		Type:	PO Number:			
0001-1620-4202-0001-000	2/14/2025	2/3/2025	11511936341	00189-02-2025	468.44	Willard Rd Park Electric
Task Label:		Type:	PO Number:			
Total for Vendor 35414 - ROCHESTER GAS & ELECTRIC:					689.51	
37436 - SAFETY - KLEEN CORP.						
0006-8120-4111-0002-000	1/30/2025	1/18/2025	96233639	00385-01-2025	153.50	USED OIL RECYCLING
Task Label:		Type:	PO Number:			
0001-5132-4118-0010-000	2/13/2025	1/22/2025	96464093	00175-02-2025	249.94	parts washer
Task Label:		Type:	PO Number:			
Total for Vendor 37436 - SAFETY - KLEEN CORP.:					403.44	
42657 - THRU-WAY SPRING, INC						
0004-5130-4106-0053-000	2/12/2025	2/5/2025	205433	00153-02-2025	451.35	423 plow light
Task Label:		Type:	PO Number:			
Total for Vendor 42657 - THRU-WAY SPRING, INC:					451.35	
42913 - TOWN OF PERINTON						
0001-7020-1008-3309-000	2/5/2025	2/3/2025	250203Perinton	00048-02-2025	255.00	Pittsford Recreation Break Camp field trip.
Task Label:		Type:	PO Number:			

Vendor

Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
Total for Vendor 42913 - TOWN OF PERINTON:					255.00	
44740 - VILLAGE OF PITTSFORD						
0001-1620-4203-0001-000	2/13/2025	1/28/2025	90249	00182-02-2025	1,086.34	02 24 State St Library
Task Label:		Type:		PO Number:		
0001-1620-4203-0001-000	2/13/2025	1/28/2025	90517	00182-02-2025	283.58	03 11 S. Main Town Hall
Task Label:		Type:		PO Number:		
0001-1620-4203-0001-000	2/13/2025	1/28/2025	90633	00182-02-2025	661.84	04 35 Lincoln Ave SCC
Task Label:		Type:		PO Number:		
0006-8120-4412-0002-000	2/13/2025	1/28/2025	91263-91272	00182-02-2025	1,199.52	01 High Street #1-#20
Task Label:		Type:		PO Number:		
Total for Vendor 44740 - VILLAGE OF PITTSFORD:					3,231.28	
44855 - JEFF WAGSTAFF						
0001-7020-4400-1342-000	2/19/2025	2/19/2025	250219Wagstaff	00263-02-2025	875.00	February instructor payment 111211 Indoor Junior Tennis.
Task Label:		Type:		PO Number:		
Total for Vendor 44855 - JEFF WAGSTAFF:					875.00	
45313 - WEGMANS FOOD MARKETS INC						
0001-7550-4000-0011-000	1/31/2025	1/31/2025	01312025	00407-01-2025	30.00	Cookies for Sal Tantalo's Party
Task Label:		Type:		PO Number:		
0001-1430-4012-0001-000	2/6/2025	2/4/2025	02042025	00072-02-2025	132.50	Pizza for driving course
Task Label:		Type:		PO Number:		
0001-1430-4012-0001-000	2/12/2025	2/11/2025	02112025	00119-02-2025	132.50	Lunch for Second Defensive Driving Meeting
Task Label:		Type:		PO Number:		
0001-6772-4400-4152-000	2/14/2025	1/31/2025	250131WegRec	00204-02-2025	56.62	Seniors events supplies.
Task Label:		Type:		PO Number:		
0001-7020-4400-3309-000	2/14/2025	1/31/2025	250131WegRec	00204-02-2025	81.30	Break Camp supplies.
Task Label:		Type:		PO Number:		
0001-6772-4400-4012-000	2/14/2025	1/31/2025	250131WegRec	00204-02-2025	173.34	Seniors Tuesday Lunch supplies.
Task Label:		Type:		PO Number:		
0001-7020-4400-3310-000	2/14/2025	1/31/2025	250131WegRec	00204-02-2025	249.00	Sweetheart Dance supplies.
Task Label:		Type:		PO Number:		
0001-7020-4400-3299-000	2/14/2025	1/31/2025	250131WegRec	00204-02-2025	517.03	After School supplies.
Task Label:		Type:		PO Number:		
0001-7140-4000-0002-000	2/14/2025	1/31/2025	250131WegRec	00204-02-2025	43.92	Rec general supplies.
Task Label:		Type:		PO Number:		
0001-6772-4400-4152-000	2/14/2025	1/31/2025	250131WegSrs	00203-02-2025	52.91	Seniors Movies supplies.
Task Label:		Type:		PO Number:		
0001-6772-4400-4012-000	2/14/2025	1/31/2025	250131WegSrs	00203-02-2025	81.68	Tuesday Lunch supplies.
Task Label:		Type:		PO Number:		

Vendor

Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
Total for Vendor 45313 - WEGMANS FOOD MARKETS INC:					1,550.80	
48007 - Paychex Human Resource Services						
0001-1430-4000-0001-000	2/11/2025	2/5/2025	30392245	00096-02-2025	476.71	Analysis & Monitoring Service February 2025
Task Label:		Type:		PO Number:		
Total for Vendor 48007 - Paychex Human Resource Services:					476.71	
48008 - Paychex of New York LLC						
0001-1430-4000-0001-000	2/11/2025	2/5/2025	8242315	00095-02-2025	100.00	Paychex Onboarding February 2025
Task Label:		Type:		PO Number:		
0001-1430-4000-0001-000	2/11/2025	2/5/2025	8355453	00097-02-2025	160.00	Time and Attendance Services February 2025
Task Label:		Type:		PO Number:		
Total for Vendor 48008 - Paychex of New York LLC:					260.00	
48009 - ROCHESTER GAS & ELECTRIC						
0344-5182-4202-0000-000	2/13/2025	2/1/2025	018893022500000	00134-02-2025	64.19	Monthly Gas Lights
Task Label:		Type:		PO Number:		
Total for Vendor 48009 - ROCHESTER GAS & ELECTRIC:					64.19	
48019 - Allyson Nutting						
0001-7020-4400-4002-000	2/19/2025	2/19/2025	250219Nutting	00246-02-2025	122.50	February instructor payment 110443 Movement and Music.
Task Label:		Type:		PO Number:		
Total for Vendor 48019 - Allyson Nutting:					122.50	
48021 - Marysol Del Valle Del Carpio						
0001-7020-4400-2300-000	2/19/2025	2/19/2025	250219DelCarpio	00232-02-2025	128.80	February instructor payment 120404 Beginner Jazz.
Task Label:		Type:		PO Number:		
Total for Vendor 48021 - Marysol Del Valle Del Carpio:					128.80	
48026 - Victoria Moore						
0001-7020-4400-4252-000	2/19/2025	2/19/2025	250219Moore	00244-02-2025	315.00	February instructor payment 110519 Little Music Makers.
Task Label:		Type:		PO Number:		
Total for Vendor 48026 - Victoria Moore:					315.00	
48042 - Mark Bradley						
0001-6772-4111-0029-000	2/19/2025	2/26/2025	250226Bradley	00221-02-2025	90.00	Wednesday Lunch Club 2/26/25 musical entertainment.
Task Label:		Type:		PO Number:		

Vendor

Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
Total for Vendor 48042 - Mark Bradley:					90.00	
48045 - Studio 34 Creative Arts Center LLC						
0001-7020-4400-4134-000	2/19/2025	2/19/2025	250219Studio34	00249-02-2025	535.50	February instructor payment 120268 Intro to Glass Fusing.
Task Label:		Type:		PO Number:		
Total for Vendor 48045 - Studio 34 Creative Arts Center LLC:					535.50	
48055 - Hand Ventures Inc						
0001-7020-4400-3005-000	2/19/2025	2/19/2025	250219Hand	00238-02-2025	393.75	February instructor payment 110971 Robot Builders.
Task Label:		Type:		PO Number:		
0001-7020-4400-3005-000	2/19/2025	2/19/2025	250219Hand	00238-02-2025	1,155.00	February instructor payment 110969 Inventors, 110970 Mini Maker
Task Label:		Type:		PO Number:		
Total for Vendor 48055 - Hand Ventures Inc:					1,548.75	
48057 - Grimco Inc						
0001-3310-4000-0002-000	2/13/2025	1/7/2025	33562930-01	00136-02-2025	1,814.58	Ink for Sign printer
Task Label:		Type:		PO Number:	111079	
0001-3310-2026-0002-000	2/13/2025	2/12/2025	33562930-02	00136-02-2025	13,477.79	Sign printer & cutter
Task Label:		Type:		PO Number:	111079	
0001-7110-4602-0001-711	2/13/2025	2/13/2025	33562930-02	00136-02-2025	1,281.00	Sign printer & cutter
Task Label:		Type:		PO Number:	111079	
0006-8120-2007-0002-000	2/13/2025	2/13/2025	33562930-02	00136-02-2025	1,810.00	Sign printer & cutter
Task Label:		Type:		PO Number:	111079	
0001-1490-2002-0001-000	2/13/2025	2/13/2025	33562930-02	00136-02-2025	1,000.00	Sign printer & cutter
Task Label:		Type:		PO Number:	111079	
0001-3310-4000-0002-000	2/14/2025	2/13/2025	33701993-01	00139-02-2025	150.06	Supplies for HWY sign shop
Task Label:		Type:		PO Number:		
Total for Vendor 48057 - Grimco Inc:					19,533.43	
48064 - Language Line Services, Inc.						
0001-1110-4400-0001-001	2/20/2025	1/31/2025	11518515	00276-02-2025	49.70	LANGUAGE INTERP SERVICES JAN 2025
Task Label:		Type:		PO Number:		
Total for Vendor 48064 - Language Line Services, Inc.:					49.70	
48071 - Hojack Park LLC						
0001-7020-4400-1109-000	1/24/2025	1/23/2025	202-4294	00343-01-2025	349.00	Volleyball net.
Task Label:		Type:		PO Number:		
Total for Vendor 48071 - Hojack Park LLC:					349.00	

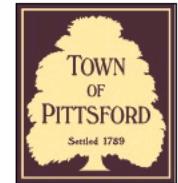
Vendor

Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
48075 - Fab-Tex						
0002-1989-2003-0602-000	2/11/2025	1/4/2025	6230A	00093-02-2025	77,500.00	Vehicle #442 – 2013 Mack 600 LEU Single Bin Compactor Truck
Task Label:		Type:		PO Number:		111097
Total for Vendor 48075 - Fab-Tex:					77,500.00	
48078 - Upstate Drug Testing Corporation						
0001-4560-4000-0001-000	2/4/2025	2/1/2025	2025-1109	00019-02-2025	330.50	Drug Testing
Task Label:		Type:		PO Number:		
Total for Vendor 48078 - Upstate Drug Testing Corporation:					330.50	
48079 - Robert Sherry						
0003-0000-2082-0000-000	2/12/2025	2/11/2025	02112025	00118-02-2025	43.00	Refund of Library Fines
Task Label:		Type:		PO Number:		
Total for Vendor 48079 - Robert Sherry:					43.00	
48080 - Paul Hansen						
0001-1110-4602-0001-001	2/12/2025	2/12/2025	5247	00120-02-2025	30.00	Security Guard Monogramming
Task Label:		Type:		PO Number:		
Total for Vendor 48080 - Paul Hansen:					30.00	
48081 - Specbee LLC						
0001-1680-4404-0003-000	2/17/2025	2/17/2025	84613	00141-02-2025	1,700.00	Website Management Q1 (1/1/25-3/31/25)
Task Label:		Type:		PO Number:		
Total for Vendor 48081 - Specbee LLC:					1,700.00	
Report Total:					1,029,283.06	

Accounts Payable

Voucher Approval List

User: DIsgro@townofpittsford.org
 Printed: 02/05/2025 - 9:53AM
 Batch: 00001.02.2025 - FIN DI 2/5



Voucher No.	Invoice Number	Vendor	Description	Account Number	Amount
169465	SP12965884	NOCO ENERGY CORP.	287.30 gallons	0004-5142-4108-0002-0004	729.68
					Warrant Total: 729.68
169543	263669020241001	STATE COMPTROLLER	October Court Fees	0001-0000-0690-0000-0000	1,771.00
169551	263669020241201	STATE COMPTROLLER	December 2024 Court Fees	0001-0000-0690-0000-0000	729.00
					Warrant Total: 2,500.00
169416	2025 Levy	PITTSFORD FIRE DISTRICT	2025 Tax Levy Payment	0001-0000-0631-0000-0000	2,582,590.00
					Warrant Total: 2,582,590.00
169402	141705201	CHARTER COMMUNICATIONS	Business Class Digital Adapters 1/17/25 - 2/16/25	0001-1680-4409-0003-0002	51.73
169456	142206901012125	CHARTER COMMUNICATIONS	Fiber Internet 100/100 Mbps & 5 Static IPs	0001-1680-4409-0003-0002	684.00
					Warrant Total: 735.73
169425	5426	SKANEX PIPE SERVICES, INC	RELINE SEWER LINES ON SUNSET BLVD.	0006-8120-4411-0001-0006	15,062.00
					Warrant Total: 15,062.00
169418	2025 Levy	BRIGHTON FIRE DISTRICT	2025 Tax Levy Payment	0001-0000-0631-0000-0000	810,811.00
					Warrant Total: 810,811.00
169420	000041893216	EXCELLUS	Highway (WT)	0004-9060-8000-0050-0004	5,177.18
169420	000041893216	EXCELLUS	Library	0003-9060-8000-0001-0003	3,331.52
169420	000041893216	EXCELLUS	Sewer	0006-9060-8000-0001-0006	2,915.08
169420	000041893216	EXCELLUS	Whole Town	0001-9060-8000-0001-0001	13,326.08
169420	000041893216	EXCELLUS	Highway (PT)	0005-9060-8000-0055-0004	6,862.78
169420	000041893216	EXCELLUS	Part Town	0002-9060-8000-0001-0001	2,915.08
169469	000041915839	EXCELLUS	Subgroup 0005	0001-9060-8002-0001-0001	24.65
169469	000041915937	EXCELLUS	Subgroup 0009 - Michelle Debyah	0001-9060-8002-0001-0001	4.93
169469	000041916390	EXCELLUS	Subgroup 0004	0001-9060-8002-0001-0001	24.65
169469	000041916489	EXCELLUS	Subgroup 0002	0001-9060-8002-0001-0001	83.81
169469	000041916752	EXCELLUS	Subgroup 0012 - Road Repair	0005-9060-8002-0055-0004	96.44

Voucher No.	Invoice Number	Vendor	Description	Account Number	Amount
169469	000041916752	EXCELLUS	Subgroup 0012 - Snow & Ice	0004-9060-8002-0050-0004	139.91
169469	000041916752	EXCELLUS	Subgroup 0012 - Yard Debris	0005-9060-8002-0055-0004	89.03
169469	000041916886	EXCELLUS	Subgroup 0014	0010-0000-0020-0000-0000	9.86
169469	000041916941	EXCELLUS	Subgroup 0011 - Mechanics	0004-9060-8002-0050-0004	14.79
169469	000041917016	EXCELLUS	Subgroup 0013	0006-9060-8002-0001-0006	88.74
169469	000041917258	EXCELLUS	Subgroup 0001	0001-9060-8002-0001-0001	54.23
169469	000041917265	EXCELLUS	Subgroup 0008	0002-9060-8002-0001-0001	64.09
169469	000041918012	EXCELLUS	Subgroup 0007	0001-9060-8002-0001-0001	59.16
169469	000041918014	EXCELLUS	Subgroup 0010	0003-9060-8002-0001-0003	73.95
169469	000041918151	EXCELLUS	Subgroup 0003	0001-9060-8002-0001-0001	44.37
169469	000041918334	EXCELLUS	Subgroup 0006	0001-9060-8002-0001-0001	54.23
					Warrant Total: 35,454.56
169405	000000020859598	MVP HEALTH CARE	Highway (WT)	0004-9060-8000-0050-0004	37,515.55
169405	000000020859598	MVP HEALTH CARE	Highway (PT)	0005-9060-8000-0055-0004	45,283.12
169405	000000020859598	MVP HEALTH CARE	Part Town	0002-9060-8000-0001-0001	21,444.49
169405	000000020859598	MVP HEALTH CARE	Sewer	0006-9060-8000-0001-0006	21,886.70
169405	000000020859598	MVP HEALTH CARE	Whole Town	0001-9060-8000-0001-0001	83,126.93
169405	000000020859598	MVP HEALTH CARE	Library	0003-9060-8000-0001-0003	19,912.89
					Warrant Total: 229,169.68
169422	001826365481	MUTUAL OF OMAHA	Whole Town - Life	0001-9045-8000-0001-0001	136.87
169422	001826365481	MUTUAL OF OMAHA	Whole Town - Std/Ltd	0001-9055-8000-0001-0001	293.10
169422	001826365481	MUTUAL OF OMAHA	Sewer - Std/Ltd	0006-9055-8000-0001-0006	50.73
169422	001826365481	MUTUAL OF OMAHA	Payroll - Life	0010-0000-0015-0000-0000	580.96
169422	001826365481	MUTUAL OF OMAHA	Highway (PT) - Std/Ltd	0005-9055-8000-0055-0004	98.09
169422	001826365481	MUTUAL OF OMAHA	Highway (WT) - Life	0004-9045-8000-0050-0004	57.35
169422	001826365481	MUTUAL OF OMAHA	Highway (PT) - Life	0005-9045-8000-0055-0004	54.25
169422	001826365481	MUTUAL OF OMAHA	Library - Life	0003-9045-8000-0001-0003	33.02
169422	001826365481	MUTUAL OF OMAHA	Payroll - Std/Ltd	0010-0000-0019-0000-0000	1,902.23
169422	001826365481	MUTUAL OF OMAHA	Part Town - Life	0002-9045-8000-0001-0001	35.65
169422	001826365481	MUTUAL OF OMAHA	Highway (WT) - Std/Ltd	0004-9055-8000-0050-0004	103.11
169422	001826365481	MUTUAL OF OMAHA	Library - Std/Ltd	0003-9055-8000-0001-0003	60.65
169422	001826365481	MUTUAL OF OMAHA	Sewer - Life	0006-9045-8000-0001-0006	27.90
169422	001826365481	MUTUAL OF OMAHA	Part Town - Std/Ltd	0002-9055-8000-0001-0001	86.62
					Warrant Total: 3,520.53
169542	02032025	DEL 3750 MONROE AVENUE ASSOCIATES LLC	Court Rent - January and February 2025	0001-1110-4122-0001-0012	16,831.74

Voucher No.	Invoice Number	Vendor	Description	Account Number	Amount
					Warrant Total:
					16,831.74
169519	166669168	FIDELITY SECURITY LIFE COMPANY OF NY	EyeMed February 2025	0010-0000-0020-0000-0000	488.45
					Warrant Total:
					488.45
169414	2025 Levy	PITTSFORD VOL. AMBULANCE	2025 Tax Levy payment	0019-3411-4000-0000-0000	312,120.00
					Warrant Total:
					312,120.00
169438	052517-6(Jan24)	FRONTIER COMMUNICATIONS	IT Dept Emergency Phone Service 1/22/25 - 2/21/25	0001-1680-4201-0001-0002	75.26
169548	092614-6(Feb25)	FRONTIER COMMUNICATIONS	KBP North Phone Service 2/01/25 - 2/28/25	0001-1620-4201-0001-0019	105.38
169518	Jan222025	FRONTIER COMMUNICATIONS	Reitz Pkwy Pump Security Phone Line/5861291	0006-8120-4201-0002-0061	74.01
169513	Jan222025	FRONTIER COMMUNICATIONS	Highway Emissions	0001-5132-4201-0001-0004	74.10
169518	Jan222025	FRONTIER COMMUNICATIONS	Park Rd Pump Security Phone Line/2486204	0006-8120-4201-0002-0067	74.47
169518	Jan222025	FRONTIER COMMUNICATIONS	Kensington Lehigh Station 3831003	0006-8120-4201-0002-0070	68.03
169518	Jan222025	FRONTIER COMMUNICATIONS	Mitchell Rd Pump Security Phone Line/3815798	0006-8120-4201-0002-0066	96.43
169518	Jan222025	FRONTIER COMMUNICATIONS	East Pittsford Manor Security Phone Line/3813211	0006-8120-4201-0002-0060	95.65
169518	Jan222025	FRONTIER COMMUNICATIONS	Candlewood Pump Security Phone Line/3838809	0006-8120-4201-0002-0065	74.01
169518	Jan222025	FRONTIER COMMUNICATIONS	Downing Dr Pump Security Phone Line/5860352	0006-8120-4201-0002-0063	74.01
169518	Jan222025	FRONTIER COMMUNICATIONS	Poinciana Dr Security Phone Line/2482105	0006-8120-4201-0002-0068	74.01
169518	Jan222025	FRONTIER COMMUNICATIONS	PSD Pump Station 585-100-1313	0006-8120-4201-0002-0062	12.58
169518	Jan222025	FRONTIER COMMUNICATIONS	Greythorne Hill Pump Security Phone Line/3818896	0006-8120-4201-0002-0062	68.19
169518	Jan222025	FRONTIER COMMUNICATIONS	Brickson Pump Security Phone Line/3838317	0006-8120-4201-0002-0064	95.65
					Warrant Total:
					1,061.78
169489	12211804457	ROCHESTER GAS & ELECTRIC	631 MARSH ROAD PARK ELECTRIC	0001-1620-4202-0001-0022	327.76
169404	17900290041	ROCHESTER GAS & ELECTRIC	3-6 Pole District	0342-5182-4202-0000-0000	1,473.57
169404	17900290041	ROCHESTER GAS & ELECTRIC	Pole Maint District	0344-5182-4202-0000-0000	65.00
169404	17900290041	ROCHESTER GAS & ELECTRIC	Town @ Large	0001-5182-4202-0001-0004	2,487.99
169404	17900290041	ROCHESTER GAS & ELECTRIC	Stonetown Lighting District	0345-5182-4202-0000-0000	88.37
169404	17900290041	ROCHESTER GAS & ELECTRIC	7 or More Poles District	0343-5182-4202-0000-0000	2,504.34
169404	17900290041	ROCHESTER GAS & ELECTRIC	1-2 Pole District	0341-5182-4202-0000-0000	1,427.98
169478	17900290111	ROCHESTER GAS & ELECTRIC	170 W Jefferson KBP Gas	0001-1620-4202-0001-0019	137.43
169478	17900290111	ROCHESTER GAS & ELECTRIC	22 North Main POP Electric	0001-1620-4202-0001-0021	82.22
169478	17900290111	ROCHESTER GAS & ELECTRIC	3899 Monroe Ave PSD Electric	0006-8120-4202-0001-0006	364.09
169478	17900290111	ROCHESTER GAS & ELECTRIC	15 Greythorne Hill Pump Station Gas	0006-8120-4202-0002-0062	111.80
169478	17900290111	ROCHESTER GAS & ELECTRIC	Candlewood Pump Station Electric	0006-8120-4202-0002-0065	21.29
169478	17900290111	ROCHESTER GAS & ELECTRIC	1 Robbins Rd Parks Gas	0001-1620-4202-0001-0007	479.32
169478	17900290111	ROCHESTER GAS & ELECTRIC	35 Lincoln SCC Gas	0001-1620-4202-0001-0002	3,000.49
169478	17900290111	ROCHESTER GAS & ELECTRIC	625 Marsh Rd GEP Electric	0001-1620-4202-0001-0022	24.23

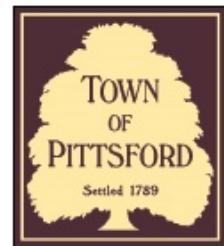
Voucher No.	Invoice Number	Vendor	Description	Account Number	Amount
169478	17900290111	ROCHESTER GAS & ELECTRIC	631 Marsh Rd GEP Electric	0001-1620-4202-0001-0022	25.71
169478	17900290111	ROCHESTER GAS & ELECTRIC	24 State St Library Electric	0001-1620-4202-0001-0003	450.51
169478	17900290111	ROCHESTER GAS & ELECTRIC	24 State St Library Gas	0001-1620-4202-0001-0003	2,440.13
169478	17900290111	ROCHESTER GAS & ELECTRIC	9 Reitz Pkwy Pump Station Electric	0006-8120-4202-0002-0061	55.84
169478	17900290111	ROCHESTER GAS & ELECTRIC	3899 Monroe Ave PSD Gas	0006-8120-4202-0001-0006	436.26
169478	17900290111	ROCHESTER GAS & ELECTRIC	2600 Lehigh Station Kensington Pump Sta Electric	0006-8120-4202-0002-0070	170.04
169478	17900290111	ROCHESTER GAS & ELECTRIC	Poinciana Dr Pump Station Electric	0006-8120-4202-0002-0068	35.45
169478	17900290111	ROCHESTER GAS & ELECTRIC	1 Robbins Rd Parks Electric	0001-1620-4202-0001-0007	193.34
169478	17900290111	ROCHESTER GAS & ELECTRIC	Brickston Pump Station Electric	0006-8120-4202-0002-0064	30.05
169478	17900290111	ROCHESTER GAS & ELECTRIC	210 Mendon Rd Milepost Gas	0001-1620-4202-0001-0008	31.77
169478	17900290111	ROCHESTER GAS & ELECTRIC	5 Dunnewood Ct Autumn Wood Pump Sta Electric	0006-8120-4202-0002-0069	59.25
169478	17900290111	ROCHESTER GAS & ELECTRIC	Pittsford Manor EPC Electric	0006-8120-4202-0002-0060	22.66
169478	17900290111	ROCHESTER GAS & ELECTRIC	35 Lincoln Ave SCC Electric	0001-1620-4202-0001-0002	474.66
169478	17900290111	ROCHESTER GAS & ELECTRIC	500 Mendon Rd Thornell Fm Pk Gas	0001-1620-4202-0001-0020	356.40
169478	17900290111	ROCHESTER GAS & ELECTRIC	1 Park Rd Pump Station Electric	0006-8120-4202-0002-0067	174.53
169478	17900290111	ROCHESTER GAS & ELECTRIC	529 Marsh Rd Pump Station Electric	0006-8120-4202-0002-0066	22.27
169478	17900290111	ROCHESTER GAS & ELECTRIC	4358 East Ave New England Drainage Electric	0001-8540-4202-0002-0075	23.99
169478	17900290111	ROCHESTER GAS & ELECTRIC	60 Golf Ave Hwy Gas	0001-5132-4202-0001-0004	477.80
169478	17900290111	ROCHESTER GAS & ELECTRIC	5 Dunnewood Ct Autumn Wood Pump Sta Gas	0006-8120-4202-0002-0069	228.29
169478	17900290111	ROCHESTER GAS & ELECTRIC	11 South Main Town Hall Gas	0001-1620-4202-0001-0001	1,331.36
169478	17900290111	ROCHESTER GAS & ELECTRIC	210 Mendon Rd Milepost Electric	0001-1620-4202-0001-0008	68.51
169478	17900290111	ROCHESTER GAS & ELECTRIC	170 W Jefferson Rd KPB Electric	0001-1620-4202-0001-0019	222.72
169478	17900290111	ROCHESTER GAS & ELECTRIC	11 South Main Town Hall Electric	0001-1620-4202-0001-0001	189.85
169478	17900290111	ROCHESTER GAS & ELECTRIC	500 Mendon Rd Thornell Fm Pk Electric	0001-1620-4202-0001-0020	91.63
169478	17900290111	ROCHESTER GAS & ELECTRIC	60 Golf Ave Hwy Electric	0001-5132-4202-0001-0004	927.77
169478	17900290111	ROCHESTER GAS & ELECTRIC	529 Marsh Rd Pump Station Gas	0006-8120-4202-0002-0066	99.57
169478	17900290111	ROCHESTER GAS & ELECTRIC	Pittsford Manor EPC Gas	0006-8120-4202-0002-0060	126.37
169478	17900290111	ROCHESTER GAS & ELECTRIC	3950 East Ave Knowlton Creek Drain Electric	0001-8540-4202-0002-0073	23.99
169478	17900290111	ROCHESTER GAS & ELECTRIC	6 Downing Drive Electric	0006-8120-4202-0002-0063	29.98
169478	17900290111	ROCHESTER GAS & ELECTRIC	15 Greythorne Hill Pump Station Electric	0006-8120-4202-0002-0062	24.21
169478	17900290111	ROCHESTER GAS & ELECTRIC	9 Reitz Pkwy Pump Station Gas	0006-8120-4202-0002-0061	329.95
169478	17900290111	ROCHESTER GAS & ELECTRIC	Candlewood Pump Station Gas	0006-8120-4202-0002-0065	45.28
169478	17900290111	ROCHESTER GAS & ELECTRIC	2600 Lehigh Station Kensington Pump Sta Gas	0006-8120-4202-0002-0070	21.29
					Warrant Total: 21,837.31
169544	263669020241001	VILLAGE OF PITTSFORD	October Court Fees	0001-0000-0690-0000-0000	575.00
169552	263669020241201	VILLAGE OF PITTSFORD	December 2024 Court Fees	0001-0000-0690-0000-0000	360.00
					Warrant Total: 935.00

Voucher No.	Invoice Number	Vendor	Description	Account Number	Amount
169417	2025 Levy	TOWN - VILLAGE OF EAST ROCHESTER	2025 Tax Levy Payment	0016-3410-4400-0000-0000	19,119.00
				Warrant Total:	19,119.00
				Report Total:	4,052,966.46

General Ledger

Expense Control Report

User: BLuke@townofpittsford.org
 Printed: 2/21/2025 9:16:32 AM
 Period 01 - 12
 Fiscal Year 2025



Dept	Description	Curr Month	Original Budget	Adj Budget	YTD Exp	YTD UnExp	Encumbered	Available	% Exp
0001	GENERAL FUND								
1010	TOWN BOARD								
	Salaries & Wages	15,707.68	102,100.00	102,100.00	15,707.68	86,392.32	0.00	86,392.32	15.38
	Programs	150.00	4,000.00	4,000.00	150.00	3,850.00	0.00	3,850.00	3.75
1010	TOWN BOARD	15,857.68	106,100.00	106,100.00	15,857.68	90,242.32	0.00	90,242.32	14.95
1110	TOWN JUSTICES								
	Salaries & Wages	27,723.25	241,440.00	241,440.00	27,723.25	213,716.75	0.00	213,716.75	11.48
	Capital Outlay	0.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00
	Office Supplies	235.98	2,000.00	2,000.00	235.98	1,764.02	0.00	1,764.02	11.80
	Rents & Leases	16,831.74	120,000.00	120,000.00	16,831.74	103,168.26	0.00	103,168.26	14.03
	Periodicals	0.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00
	Communications	187.55	1,700.00	1,700.00	187.55	1,512.45	0.00	1,512.45	11.03
	Contract Services	89.50	10,600.00	10,600.00	89.50	10,510.50	0.00	10,510.50	0.84
	Other Supplies & Services	0.00	300.00	300.00	0.00	300.00	0.00	300.00	0.00
	Expense Reimbursement	30.00	1,000.00	1,150.00	30.00	1,120.00	0.00	1,120.00	2.61
	Debt Payments	440.00	4,700.00	4,550.00	440.00	4,110.00	0.00	4,110.00	9.67
1110	TOWN JUSTICES	45,538.02	382,740.00	382,740.00	45,538.02	337,201.98	0.00	337,201.98	11.90
1220	TOWN SUPERVISOR								
	Salaries & Wages	27,316.25	198,369.00	198,369.00	27,316.25	171,052.75	0.00	171,052.75	13.77
	Capital Outlay	0.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00
	Programs	0.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00
	Office Supplies	92.11	4,000.00	4,000.00	92.11	3,907.89	0.00	3,907.89	2.30
	Communications	12.85	200.00	200.00	12.85	187.15	0.00	187.15	6.43
	Expense Reimbursement	0.00	600.00	600.00	0.00	600.00	0.00	600.00	0.00
	Debt Payments	0.00	2,250.00	2,250.00	0.00	2,250.00	0.00	2,250.00	0.00
1220	TOWN SUPERVISOR	27,421.21	206,419.00	206,419.00	27,421.21	178,997.79	0.00	178,997.79	13.28
1230	COMMUNITY SERVICE								
	Salaries & Wages	12,226.38	113,981.00	113,981.00	12,226.38	101,754.62	0.00	101,754.62	10.73
	Capital Outlay	0.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00
	Programs	0.00	5,000.00	5,000.00	0.00	5,000.00	0.00	5,000.00	0.00
	Office Supplies	0.00	250.00	250.00	0.00	250.00	0.00	250.00	0.00
	Communications	31.25	500.00	500.00	31.25	468.75	0.00	468.75	6.25
	Expense Reimbursement	0.00	250.00	250.00	0.00	250.00	0.00	250.00	0.00

Dept	Description	Curr Month	Original Budget	Adj Budget	YTD Exp	YTD UnExp	Encumbered	Available	% Exp
1230	COMMUNITY SERVICE	12,257.63	120,481.00	120,481.00	12,257.63	108,223.37	0.00	108,223.37	10.17
1310	DIRECTOR OF FINANCE								
	Salaries & Wages	12,413.91	119,216.00	119,216.00	12,413.91	106,802.09	0.00	106,802.09	10.41
	Capital Outlay	0.00	1,000.00	1,000.00	0.00	1,000.00	0.00	1,000.00	0.00
	Office Supplies	0.00	1,200.00	1,200.00	0.00	1,200.00	0.00	1,200.00	0.00
	Communications	37.73	600.00	600.00	37.73	562.27	0.00	562.27	6.29
	Expense Reimbursement	0.00	1,000.00	1,000.00	0.00	1,000.00	0.00	1,000.00	0.00
	Debt Payments	440.00	2,850.00	2,850.00	440.00	2,410.00	0.00	2,410.00	15.44
1310	DIRECTOR OF FINANCE	12,891.64	125,866.00	125,866.00	12,891.64	112,974.36	0.00	112,974.36	10.24
1320	INDEPENDENT AUDIT								
	Contract Services	0.00	57,000.00	57,000.00	0.00	57,000.00	0.00	57,000.00	0.00
1320	INDEPENDENT AUDIT	0.00	57,000.00	57,000.00	0.00	57,000.00	0.00	57,000.00	0.00
1330	TAX COLLECTION								
	Salaries & Wages	4,195.23	52,332.00	52,332.00	4,195.23	48,136.77	0.00	48,136.77	8.02
	Programs	0.00	4,000.00	4,000.00	0.00	4,000.00	0.00	4,000.00	0.00
	Office Supplies	5.25	750.00	750.00	5.25	744.75	0.00	744.75	0.70
	Communications	19.16	300.00	300.00	19.16	280.84	0.00	280.84	6.39
	Expense Reimbursement	0.00	150.00	150.00	0.00	150.00	0.00	150.00	0.00
	Debt Payments	0.00	1,000.00	1,000.00	0.00	1,000.00	0.00	1,000.00	0.00
1330	TAX COLLECTION	4,219.64	58,532.00	58,532.00	4,219.64	54,312.36	0.00	54,312.36	7.21
1355	ASSESSOR								
	Salaries & Wages	19,389.58	197,489.00	197,489.00	19,389.58	178,099.42	0.00	178,099.42	9.82
	Capital Outlay	0.00	1,500.00	1,500.00	0.00	1,500.00	0.00	1,500.00	0.00
	Office Supplies	0.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00
	Vehicle Supplies & Maint.	57.59	900.00	900.00	57.59	842.41	0.00	842.41	6.40
	Communications	39.77	600.00	600.00	39.77	560.23	0.00	560.23	6.63
	Contract Services	0.00	10,000.00	10,020.00	0.00	10,020.00	0.00	10,020.00	0.00
	Expense Reimbursement	0.00	250.00	250.00	0.00	250.00	0.00	250.00	0.00
	Debt Payments	390.00	2,285.00	2,390.00	390.00	2,000.00	0.00	2,000.00	16.32
1355	ASSESSOR	19,876.94	213,524.00	213,649.00	19,876.94	193,772.06	0.00	193,772.06	9.30
1375	CREDIT CARD FEES								
	Programs	250.00	43,000.00	43,000.00	250.00	42,750.00	0.00	42,750.00	0.58
1375	CREDIT CARD FEES	250.00	43,000.00	43,000.00	250.00	42,750.00	0.00	42,750.00	0.58
1410	TOWN CLERK								
	Salaries & Wages	20,800.44	201,200.00	201,200.00	20,800.44	180,399.56	0.00	180,399.56	10.34
	Capital Outlay	0.00	1,500.00	1,942.00	0.00	1,942.00	442.00	1,500.00	0.00
	Office Supplies	0.00	800.00	800.00	0.00	800.00	0.00	800.00	0.00
	Communications	27.74	800.00	800.00	27.74	772.26	0.00	772.26	3.47
	Contract Services	0.00	4,000.00	4,000.00	0.00	4,000.00	0.00	4,000.00	0.00
	Other Supplies & Services	209.12	4,500.00	4,500.00	209.12	4,290.88	0.00	4,290.88	4.65

Dept	Description	Curr Month	Original Budget	Adj Budget	YTD Exp	YTD UnExp	Encumbered	Available	% Exp
	Expense Reimbursement	0.00	1,000.00	1,000.00	0.00	1,000.00	0.00	1,000.00	0.00
	Debt Payments	100.00	1,700.00	1,700.00	100.00	1,600.00	0.00	1,600.00	5.88
1410	TOWN CLERK	21,137.30	215,500.00	215,942.00	21,137.30	194,804.70	442.00	194,362.70	9.79
1420	ATTORNEY								
	Salaries & Wages	8,077.32	52,513.00	52,513.00	8,077.32	44,435.68	0.00	44,435.68	15.38
	Capital Outlay	0.00	250.00	250.00	0.00	250.00	0.00	250.00	0.00
	Special Projects & Services	1,387.50	15,000.00	15,000.00	1,387.50	13,612.50	0.00	13,612.50	9.25
	Office Supplies	0.00	150.00	150.00	0.00	150.00	0.00	150.00	0.00
	Periodicals	707.08	4,100.00	4,100.00	707.08	3,392.92	0.00	3,392.92	17.25
	Communications	6.39	125.00	125.00	6.39	118.61	0.00	118.61	5.11
	Debt Payments	0.00	2,500.00	2,500.00	0.00	2,500.00	0.00	2,500.00	0.00
1420	ATTORNEY	10,178.29	74,638.00	74,638.00	10,178.29	64,459.71	0.00	64,459.71	13.64
1430	PERSONNEL								
	Salaries & Wages	9,835.95	88,592.00	88,592.00	9,835.95	78,756.05	0.00	78,756.05	11.10
	Capital Outlay	0.00	1,000.00	1,229.50	0.00	1,229.50	229.50	1,000.00	0.00
	Programs	8,313.63	80,000.00	80,000.00	8,313.63	71,686.37	0.00	71,686.37	10.39
	Special Projects & Services	265.00	30,500.00	30,500.00	265.00	30,235.00	0.00	30,235.00	0.87
	Office Supplies	0.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00
	Equipment Maint. & Supplies	0.00	3,000.00	3,000.00	0.00	3,000.00	0.00	3,000.00	0.00
	Communications	8.02	600.00	600.00	8.02	591.98	0.00	591.98	1.34
	Contract Services	0.00	19,000.00	19,000.00	0.00	19,000.00	0.00	19,000.00	0.00
	Other Supplies & Services	0.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00
	Debt Payments	0.00	4,100.00	4,100.00	0.00	4,100.00	0.00	4,100.00	0.00
1430	PERSONNEL	18,422.60	227,792.00	228,021.50	18,422.60	209,598.90	229.50	209,369.40	8.08
1440	ENGINEERING								
	Contract Services	11,764.25	25,000.00	47,100.00	11,764.25	35,335.75	24,335.75	11,000.00	24.98
1440	ENGINEERING	11,764.25	25,000.00	47,100.00	11,764.25	35,335.75	24,335.75	11,000.00	24.98
1450	ELECTIONS								
	Programs	0.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00
1450	ELECTIONS	0.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00
1460	RECORDS MANAGEMENT								
	Contract Services	0.00	1,000.00	1,000.00	0.00	1,000.00	0.00	1,000.00	0.00
1460	RECORDS MANAGEMENT	0.00	1,000.00	1,000.00	0.00	1,000.00	0.00	1,000.00	0.00
1490	PUBLIC WORKS								
	Salaries & Wages	27,359.87	258,743.00	258,743.00	27,359.87	231,383.13	0.00	231,383.13	10.57
	Capital Outlay	1,000.00	1,000.00	2,000.00	1,000.00	1,000.00	0.00	1,000.00	50.00
	Office Supplies	0.00	1,000.00	1,000.00	0.00	1,000.00	0.00	1,000.00	0.00
	Vehicle Supplies & Maint.	378.97	4,800.00	4,800.00	378.97	4,421.03	0.00	4,421.03	7.90
	Equipment Maint. &	0.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00

Dept	Description	Curr Month	Original Budget	Adj Budget	YTD Exp	YTD UnExp	Encumbered	Available	% Exp
1490	Supplies								
	Communications	333.94	3,800.00	3,800.00	333.94	3,466.06	0.00	3,466.06	8.79
	Contract Services	0.00	10,500.00	11,700.00	0.00	11,700.00	1,200.00	10,500.00	0.00
	Expense Reimbursement	0.00	300.00	300.00	0.00	300.00	0.00	300.00	0.00
	Debt Payments	395.00	1,450.00	1,450.00	395.00	1,055.00	0.00	1,055.00	27.24
	PUBLIC WORKS	29,467.78	282,093.00	284,293.00	29,467.78	254,825.22	1,200.00	253,625.22	10.37
1620	BUILDING								
	Salaries & Wages	597.72	5,336.00	5,336.00	597.72	4,738.28	0.00	4,738.28	11.20
	Office Supplies	707.36	4,500.00	4,500.00	707.36	3,792.64	0.00	3,792.64	15.72
	Rents & Leases	0.00	700.00	700.00	0.00	700.00	0.00	700.00	0.00
	Equipment Maint. & Supplies	630.70	2,000.00	2,000.00	630.70	1,369.30	0.00	1,369.30	31.54
	Communications	2,213.42	11,000.00	11,000.00	2,213.42	8,786.58	0.00	8,786.58	20.12
1620	Utilities	29,850.96	283,500.00	283,500.00	29,850.96	253,649.04	3,400.00	250,249.04	10.53
	Contract Services	2,109.91	17,000.00	17,000.00	2,109.91	14,890.09	0.00	14,890.09	12.41
	BUILDING	36,110.07	324,036.00	324,036.00	36,110.07	287,925.93	3,400.00	284,525.93	11.14
1670	CENTRAL MAILING								
	Other Supplies & Services	779.80	65,000.00	70,700.00	779.80	69,920.20	0.00	69,920.20	1.10
1670	CENTRAL MAILING	779.80	65,000.00	70,700.00	779.80	69,920.20	0.00	69,920.20	1.10
1680	DATA PROCESSING								
	Salaries & Wages	26,495.96	249,359.00	249,359.00	26,495.96	222,863.04	0.00	222,863.04	10.63
	Capital Outlay	1,397.87	2,500.00	3,435.80	1,397.87	2,037.93	7.59	2,030.34	40.69
	Office Supplies	1,044.81	1,500.00	2,504.56	1,044.81	1,459.75	0.00	1,459.75	41.72
	Vehicle Supplies & Maint.	59.08	800.00	859.08	59.08	800.00	0.00	800.00	6.88
	Software	0.00	1,000.00	1,000.00	0.00	1,000.00	0.00	1,000.00	0.00
	Communications	96.24	3,000.00	3,000.00	96.24	2,903.76	0.00	2,903.76	3.21
	Contract Services	13,689.90	170,000.00	178,739.62	13,689.90	165,049.72	6,963.66	158,086.06	7.66
	Expense Reimbursement	0.00	2,250.00	3,502.41	0.00	3,502.41	1,252.41	2,250.00	0.00
1680	DATA PROCESSING	42,783.86	430,409.00	442,400.47	42,783.86	399,616.61	8,223.66	391,392.95	9.67
1910	UNALLOCATED INSURANCE								
	Insurance	219.00	280,000.00	280,000.00	219.00	279,781.00	0.00	279,781.00	0.08
1910	UNALLOCATED INSURANCE	219.00	280,000.00	280,000.00	219.00	279,781.00	0.00	279,781.00	0.08
1920	MUNICIPAL ASSOCIATION DUES								
	Debt Payments	1,650.00	1,800.00	1,800.00	1,650.00	150.00	0.00	150.00	91.67
	MUNICIPAL ASSOCIATION DUES	1,650.00	1,800.00	1,800.00	1,650.00	150.00	0.00	150.00	91.67
1930	JUDGEMENTSCLAIMS								
	Programs	0.00	5,000.00	5,000.00	0.00	5,000.00	0.00	5,000.00	0.00
1930	JUDGEMENTSCLAIMS	0.00	5,000.00	5,000.00	0.00	5,000.00	0.00	5,000.00	0.00

Dept	Description	Curr Month	Original Budget	Adj Budget	YTD Exp	YTD UnExp	Encumbered	Available	% Exp
1950	PROPERTY TAX								
	Programs	7,091.84	9,500.00	9,500.00	7,091.84	2,408.16	0.00	2,408.16	74.65
1950	PROPERTY TAX	7,091.84	9,500.00	9,500.00	7,091.84	2,408.16	0.00	2,408.16	74.65
1989	UNCLASSIFIED								
	Capital Outlay	42,307.08	95,000.00	139,719.78	42,307.08	97,412.70	9,824.62	87,588.08	30.28
	Equipment	0.00	0.00	3.94	0.00	3.94	0.00	3.94	0.00
1989	UNCLASSIFIED	42,307.08	95,000.00	139,723.72	42,307.08	97,416.64	9,824.62	87,592.02	30.28
1990	CONTINGENCY								
	Programs	0.00	140,000.00	140,000.00	0.00	140,000.00	0.00	140,000.00	0.00
1990	CONTINGENCY	0.00	140,000.00	140,000.00	0.00	140,000.00	0.00	140,000.00	0.00
2620	CUSTODIAL								
	Salaries & Wages	59,452.55	531,012.00	533,480.70	59,452.55	474,028.15	4,825.00	469,203.15	11.14
	Capital Outlay	0.00	4,600.00	4,600.00	0.00	4,600.00	0.00	4,600.00	0.00
	Capital Improvement	2,429.36	0.00	3,570.45	2,429.36	1,141.09	755.48	385.61	68.04
	Tools & Supplies	9,526.19	26,000.00	26,019.77	9,526.19	16,493.58	0.00	16,493.58	36.61
	Vehicle Supplies & Maint.	1,080.02	12,400.00	13,727.71	1,080.02	12,647.69	717.93	11,929.76	7.87
	Tools & Supplies	1,887.84	32,000.00	32,000.00	1,887.84	30,112.16	451.76	29,660.40	5.90
	Building Repairs	2,950.72	58,000.00	60,072.39	2,950.72	57,121.67	1,241.17	55,880.50	4.91
	Equipment Maint. & Supplies	0.00	2,500.00	2,500.00	0.00	2,500.00	0.00	2,500.00	0.00
	Communications	12.77	500.00	500.00	12.77	487.23	0.00	487.23	2.55
	Contract Services	7,964.43	76,000.00	84,456.50	7,964.43	76,492.07	39,969.68	36,522.39	9.43
	Other Supplies & Services	0.00	500.00	540.18	0.00	540.18	0.00	540.18	0.00
	Expense Reimbursement	0.00	250.00	250.00	0.00	250.00	0.00	250.00	0.00
2620	CUSTODIAL	85,303.88	743,762.00	761,717.70	85,303.88	676,413.82	47,961.02	628,452.80	11.20
3120	CROSSING GUARDS								
	Salaries & Wages	21,464.20	198,050.00	198,050.00	21,464.20	176,585.80	0.00	176,585.80	10.84
	Office Supplies	0.00	1,450.00	1,817.00	0.00	1,817.00	367.00	1,450.00	0.00
3120	CROSSING GUARDS	21,464.20	199,500.00	199,867.00	21,464.20	178,402.80	367.00	178,035.80	10.74
3310	TRAFFIC								
	Equipment	13,477.79	9,000.00	27,515.00	13,477.79	14,037.21	5,037.21	9,000.00	48.98
	Programs	2,436.16	8,000.00	9,816.00	2,436.16	7,379.84	547.60	6,832.24	24.82
3310	TRAFFIC	15,913.95	17,000.00	37,331.00	15,913.95	21,417.05	5,584.81	15,832.24	42.63
3510	CONTROL OF ANIMALS								
	Salaries & Wages	7,315.42	68,298.00	68,298.00	7,315.42	60,982.58	0.00	60,982.58	10.71
	Printing & Advertising	0.00	400.00	400.00	0.00	400.00	384.00	16.00	0.00
	Office Supplies	0.00	400.00	400.00	0.00	400.00	0.00	400.00	0.00
	Vehicle Supplies & Maint.	104.49	2,550.00	2,550.00	104.49	2,445.51	0.00	2,445.51	4.10
	Communications	38.32	560.00	560.00	38.32	521.68	0.00	521.68	6.84
	Contract Services	0.00	600.00	600.00	0.00	600.00	0.00	600.00	0.00

Dept	Description	Curr Month	Original Budget	Adj Budget	YTD Exp	YTD UnExp	Encumbered	Available	% Exp
3510	Other Supplies & Services	0.00	100.00	100.00	0.00	100.00	0.00	100.00	0.00
	Expense Reimbursement	0.00	100.00	100.00	0.00	100.00	0.00	100.00	0.00
	Debt Payments	0.00	250.00	250.00	0.00	250.00	0.00	250.00	0.00
	CONTROL OF ANIMALS	7,458.23	73,258.00	73,258.00	7,458.23	65,799.77	384.00	65,415.77	10.18
4210	YOUTH SERVICES								
	Contract Services	11,330.00	67,980.00	67,980.00	11,330.00	56,650.00	0.00	56,650.00	16.67
4210	YOUTH SERVICES	11,330.00	67,980.00	67,980.00	11,330.00	56,650.00	0.00	56,650.00	16.67
4560	PHYSICIAN								
	Programs	828.50	1,400.00	1,400.00	828.50	571.50	0.00	571.50	59.18
4560	PHYSICIAN	828.50	1,400.00	1,400.00	828.50	571.50	0.00	571.50	59.18
5010	SUPERINTENDENT OF HIGHWAYS								
	Salaries & Wages	7,483.06	69,776.00	69,776.00	7,483.06	62,292.94	0.00	62,292.94	10.72
	Capital Outlay	0.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00
	Office Supplies	199.68	1,000.00	1,000.00	199.68	800.32	0.00	800.32	19.97
5010	SUPERINTENDENT OF HIGHWAYS	7,682.74	71,276.00	71,276.00	7,682.74	63,593.26	0.00	63,593.26	10.78
5132	HIGHWAY GARAGE								
	Capital Improvement	7,963.94	26,000.00	80,280.00	7,963.94	72,316.06	47,000.00	25,316.06	9.92
	Building Repairs	2,143.10	12,000.00	12,125.00	2,143.10	9,981.90	435.00	9,546.90	17.68
	Communications	229.69	2,500.00	2,500.00	229.69	2,270.31	0.00	2,270.31	9.19
	Utilities	4,191.16	35,800.00	35,800.00	4,191.16	31,608.84	0.00	31,608.84	11.71
	Contract Services	679.65	6,000.00	6,000.00	679.65	5,320.35	1,000.00	4,320.35	11.33
5132	HIGHWAY GARAGE	15,207.54	82,300.00	136,705.00	15,207.54	121,497.46	48,435.00	73,062.46	11.12
5182	STREET LIGHTING								
	Utilities	3,081.84	39,000.00	39,000.00	3,081.84	35,918.16	0.00	35,918.16	7.90
5182	STREET LIGHTING	3,081.84	39,000.00	39,000.00	3,081.84	35,918.16	0.00	35,918.16	7.90
6410	PUBLICITY								
	Salaries & Wages	12,572.02	115,710.00	115,710.00	12,572.02	103,137.98	0.00	103,137.98	10.87
	Capital Outlay	0.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00
	Printing & Advertising	680.00	35,700.00	40,794.00	680.00	40,114.00	0.00	40,114.00	1.67
	Office Supplies	11.02	800.00	800.00	11.02	788.98	0.00	788.98	1.38
	Communications	37.64	700.00	700.00	37.64	662.36	0.00	662.36	5.38
	Contract Services	0.00	16,050.00	16,050.00	0.00	16,050.00	0.00	16,050.00	0.00
	Expense Reimbursement	0.00	400.00	400.00	0.00	400.00	0.00	400.00	0.00
	Debt Payments	0.00	1,135.00	1,135.00	0.00	1,135.00	0.00	1,135.00	0.00
6410	PUBLICITY	13,300.68	170,995.00	176,089.00	13,300.68	162,788.32	0.00	162,788.32	7.55
6510	VETERANS SERVICE								
	Programs	0.00	300.00	300.00	0.00	300.00	0.00	300.00	0.00
6510	VETERANS SERVICE	0.00	300.00	300.00	0.00	300.00	0.00	300.00	0.00

Dept	Description	Curr Month	Original Budget	Adj Budget	YTD Exp	YTD UnExp	Encumbered	Available	% Exp
6772	PROGRAMS FOR AGING								
	Salaries & Wages	22,347.85	210,816.00	210,816.00	22,347.85	188,468.15	0.00	188,468.15	10.60
	Office Supplies	387.05	1,200.00	1,421.86	387.05	1,034.81	0.00	1,034.81	27.22
	Vehicle Supplies & Maint.	537.63	8,600.00	8,600.00	537.63	8,062.37	0.00	8,062.37	6.25
	Communications	219.19	1,000.00	1,000.00	219.19	780.81	0.00	780.81	21.92
	Contract Services	9,124.02	96,520.00	96,760.87	9,124.02	87,636.85	0.00	87,636.85	9.43
	Expense Reimbursement	149.71	1,200.00	1,200.00	149.71	1,050.29	0.00	1,050.29	12.48
	Debt Payments	0.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00
6772	PROGRAMS FOR AGING	32,765.45	319,836.00	320,298.73	32,765.45	287,533.28	0.00	287,533.28	10.23
7020	RECREATION ADMINISTRATION								
	Salaries & Wages	67,732.41	836,586.00	836,586.00	67,732.41	768,853.59	0.00	768,853.59	8.10
	Capital Outlay	387.28	5,000.00	5,000.00	387.28	4,612.72	0.00	4,612.72	7.75
	Programs	0.00	1,700.00	1,700.00	0.00	1,700.00	0.00	1,700.00	0.00
	Printing & Advertising	0.00	43,000.00	43,000.00	0.00	43,000.00	0.00	43,000.00	0.00
	Office Supplies	434.84	3,000.00	3,066.57	434.84	2,631.73	26.67	2,605.06	14.18
	Vehicle Supplies & Maint.	0.00	2,000.00	2,000.00	0.00	2,000.00	0.00	2,000.00	0.00
	Equipment Maint. & Supplies	47.75	2,200.00	2,200.00	47.75	2,152.25	0.00	2,152.25	2.17
	Communications	287.18	2,200.00	2,200.00	287.18	1,912.82	0.00	1,912.82	13.05
	Contract Services	54,146.07	392,900.00	394,321.24	54,146.07	340,175.17	0.00	340,175.17	13.73
	Other Supplies & Services	107.85	23,000.00	23,000.00	107.85	22,892.15	0.00	22,892.15	0.47
	Expense Reimbursement	0.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00
	Debt Payments	950.00	2,600.00	2,600.00	950.00	1,650.00	0.00	1,650.00	36.54
7020	RECREATION ADMINISTRATION	124,093.38	1,314,686.00	1,316,173.81	124,093.38	1,192,080.43	26.67	1,192,053.76	9.43
7110	PARKS								
	Salaries & Wages	46,388.55	639,279.00	639,279.00	46,388.55	592,890.45	0.00	592,890.45	7.26
	Equipment	0.00	2,000.00	2,000.00	0.00	2,000.00	0.00	2,000.00	0.00
	Programs	0.00	1,000.00	1,000.00	0.00	1,000.00	0.00	1,000.00	0.00
	Park Maintenance	16,409.16	125,000.00	163,518.66	16,409.16	147,109.50	26,110.58	120,998.92	10.04
	Office Supplies	0.00	390.00	390.00	0.00	390.00	0.00	390.00	0.00
	Tools & Supplies	0.00	1,400.00	1,400.00	0.00	1,400.00	38.89	1,361.11	0.00
	Vehicle Supplies & Maint.	4,045.70	53,500.00	55,945.26	4,045.70	51,899.56	1,003.61	50,895.95	7.23
	Equipment Maint. & Supplies	4,527.01	9,140.00	10,203.25	4,527.01	5,676.24	1,350.01	4,326.23	44.37
	Communications	244.62	2,018.00	2,018.00	244.62	1,773.38	0.00	1,773.38	12.12
	Utilities	0.00	13,150.00	13,150.00	0.00	13,150.00	0.00	13,150.00	0.00
	Contract Services	2,115.56	35,130.00	35,130.00	2,115.56	33,014.44	0.00	33,014.44	6.02
	Expense Reimbursement	1,281.00	1,320.00	2,601.00	1,281.00	1,320.00	0.00	1,320.00	49.25
	Debt Payments	500.00	1,500.00	2,000.00	500.00	1,500.00	550.00	950.00	25.00
7110	PARKS	75,511.60	884,827.00	928,635.17	75,511.60	853,123.57	29,053.09	824,070.48	8.13

Dept	Description	Curr Month	Original Budget	Adj Budget	YTD Exp	YTD UnExp	Encumbered	Available	% Exp
7140	PLAYGROUNDS & RECREATION								
	Salaries & Wages	16,263.71	133,396.00	133,396.00	16,263.71	117,132.29	0.00	117,132.29	12.19
	Programs	678.43	5,000.00	5,000.00	678.43	4,321.57	0.00	4,321.57	13.57
7140	PLAYGROUNDS & RECREATION	16,942.14	138,396.00	138,396.00	16,942.14	121,453.86	0.00	121,453.86	12.24
7270	BAND CONCERTS								
	Programs	2,163.00	20,240.00	20,240.00	2,163.00	18,077.00	0.00	18,077.00	10.69
7270	BAND CONCERTS	2,163.00	20,240.00	20,240.00	2,163.00	18,077.00	0.00	18,077.00	10.69
7510	TOWN HISTORIAN								
	Salaries & Wages	2,641.56	26,304.00	26,304.00	2,641.56	23,662.44	0.00	23,662.44	10.04
	Capital Outlay	0.00	1,200.00	1,200.00	0.00	1,200.00	0.00	1,200.00	0.00
	Office Supplies	568.49	1,700.00	2,116.30	568.49	1,547.81	0.00	1,547.81	26.86
	Communications	6.39	100.00	100.00	6.39	93.61	0.00	93.61	6.39
	Other Supplies & Services	0.00	250.00	250.00	0.00	250.00	0.00	250.00	0.00
	Expense Reimbursement	0.00	100.00	100.00	0.00	100.00	0.00	100.00	0.00
	Debt Payments	50.00	750.00	750.00	50.00	700.00	0.00	700.00	6.67
7510	TOWN HISTORIAN	3,266.44	30,404.00	30,820.30	3,266.44	27,553.86	0.00	27,553.86	10.60
7550	CELEBRATIONS								
	Programs	109.21	2,000.00	2,000.00	109.21	1,890.79	0.00	1,890.79	5.46
	Programs & Events	0.00	116,500.00	116,500.00	0.00	116,500.00	0.00	116,500.00	0.00
7550	CELEBRATIONS	109.21	118,500.00	118,500.00	109.21	118,390.79	0.00	118,390.79	0.09
8090	ENVIRONMENTAL BOARD								
	Programs	0.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00
8090	ENVIRONMENTAL BOARD	0.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00
8160	REFUSE & GARBAGE								
	Vehicle Supplies & Maint.	7,243.26	64,000.00	73,300.00	7,243.26	66,056.74	2,500.00	63,556.74	9.88
	Contract Services	3,100.00	8,000.00	8,000.00	3,100.00	4,900.00	0.00	4,900.00	38.75
8160	REFUSE & GARBAGE	10,343.26	72,000.00	81,300.00	10,343.26	70,956.74	2,500.00	68,456.74	12.72
8540	DRAINAGE								
	Salaries & Wages	3,493.49	60,360.00	60,360.00	3,493.49	56,866.51	0.00	56,866.51	5.79
	Capital Improvement	0.00	58,000.00	58,000.00	0.00	58,000.00	0.00	58,000.00	0.00
	Equipment	0.00	2,500.00	2,500.00	0.00	2,500.00	0.00	2,500.00	0.00
	Programs	12,676.00	25,000.00	42,144.00	12,676.00	29,468.00	4,950.00	24,518.00	30.08
	Vehicle Supplies & Maint.	0.00	5,400.00	5,400.00	0.00	5,400.00	0.00	5,400.00	0.00
	Utilities	47.98	1,200.00	1,200.00	47.98	1,152.02	0.00	1,152.02	4.00
	Contract Services	0.00	39,600.00	48,600.00	0.00	48,600.00	9,850.00	38,750.00	0.00
8540	DRAINAGE	16,217.47	192,060.00	218,204.00	16,217.47	201,986.53	14,800.00	187,186.53	7.43
9010	STATE RETIREMENT								

Dept	Description	Curr Month	Original Budget	Adj Budget	YTD Exp	YTD UnExp	Encumbered	Available	% Exp
9010	Employee Benefits STATE RETIREMENT	0.00 0.00	581,000.00 581,000.00	581,000.00 581,000.00	0.00 0.00	581,000.00 581,000.00	0.00 0.00	581,000.00 581,000.00	0.00 0.00
9030	SOCIAL SECURITY								
9030	Employee Benefits SOCIAL SECURITY	34,478.87 34,478.87	357,000.00 357,000.00	357,000.00 357,000.00	34,478.87 34,478.87	322,521.13 322,521.13	0.00 0.00	322,521.13 322,521.13	9.66 9.66
9040	WORKERS COMPENSATION								
9040	Employee Benefits WORKERS COMPENSATION	56,145.40 56,145.40	81,000.00 81,000.00	81,000.00 81,000.00	56,145.40 56,145.40	24,854.60 24,854.60	0.00 0.00	24,854.60 24,854.60	69.32 69.32
9045	LIFE INSURANCE								
9045	Employee Benefits LIFE INSURANCE	276.84 276.84	2,300.00 2,300.00	2,300.00 2,300.00	276.84 276.84	2,023.16 2,023.16	0.00 0.00	2,023.16 2,023.16	12.04 12.04
9050	UNEMPLOYMENT INSURANCE								
9050	Employee Benefits UNEMPLOYMENT INSURANCE	0.00 0.00	12,000.00 12,000.00	12,000.00 12,000.00	0.00 0.00	12,000.00 12,000.00	0.00 0.00	12,000.00 12,000.00	0.00 0.00
9055	DISABILITY INSURANCE								
9055	Employee Benefits DISABILITY INSURANCE	590.09 590.09	6,400.00 6,400.00	6,400.00 6,400.00	590.09 590.09	5,809.91 5,809.91	0.00 0.00	5,809.91 5,809.91	9.22 9.22
9060	HEALTH INSURANCE								
9060	Employee Benefits HEALTH INSURANCE	283,513.11 283,513.11	1,365,000.00 1,365,000.00	1,365,000.00 1,365,000.00	283,513.11 283,513.11	1,081,486.89 1,081,486.89	0.00 0.00	1,081,486.89 1,081,486.89	20.77 20.77
9089	MISC. EMPLOYEE BENEFITS								
9089	Employee Benefits MISC. EMPLOYEE BENEFITS	1,106.26 1,106.26	5,200.00 5,200.00	5,200.00 5,200.00	1,106.26 1,106.26	4,093.74 4,093.74	0.00 0.00	4,093.74 4,093.74	21.27 21.27
9901	INTERFUND TRANSFERS								
9901	Employee Benefits INTERFUND TRANSFERS	0.00 0.00	1,661,851.00 1,661,851.00	1,661,851.00 1,661,851.00	0.00 0.00	1,661,851.00 1,661,851.00	0.00 0.00	1,661,851.00 1,661,851.00	0.00 0.00
9950	TRANSFER TO CAPITAL PROJECTS								
	Employee Benefits	0.00	100,000.00	98,400.00	0.00	98,400.00	0.00	98,400.00	0.00

Dept	Description	Curr Month	Original Budget	Adj Budget	YTD Exp	YTD UnExp	Encumbered	Available	% Exp
9950	TRANSFER TO CAPITAL PROJECTS	0.00	100,000.00	98,400.00	0.00	98,400.00	0.00	98,400.00	0.00
0001	GENERAL FUND	1,199,318.71	12,220,901.00	12,486,584.40	1,199,318.71	11,287,265.69	196,767.12	11,090,498.57	9.60
0002	PART TOWN FUND								
1989	UNCLASSIFIED								
	Capital Outlay	78,993.51	121,500.00	200,493.51	78,993.51	121,500.00	103,819.00	17,681.00	39.40
	Materials & Services	0.00	176,000.00	176,012.19	0.00	176,012.19	0.00	176,012.19	0.00
1989	UNCLASSIFIED	78,993.51	297,500.00	376,505.70	78,993.51	297,512.19	103,819.00	193,693.19	20.98
1990	CONTINGENCY								
	Programs	0.00	50,000.00	50,000.00	0.00	50,000.00	0.00	50,000.00	0.00
1990	CONTINGENCY	0.00	50,000.00	50,000.00	0.00	50,000.00	0.00	50,000.00	0.00
3620	SAFETY INSPECTION								
	Salaries & Wages	39,496.88	357,130.00	357,130.00	39,496.88	317,633.12	0.00	317,633.12	11.06
	Capital Outlay	0.00	750.00	750.00	0.00	750.00	0.00	750.00	0.00
	Programs	1,339.91	26,100.00	26,100.00	1,339.91	24,760.09	0.00	24,760.09	5.13
	Office Supplies	433.78	1,000.00	1,350.00	433.78	916.22	0.00	916.22	32.13
	Vehicle Supplies & Maint.	448.99	6,200.00	6,200.00	448.99	5,751.01	0.00	5,751.01	7.24
	Equipment Maint. & Supplies	0.00	1,150.00	1,150.00	0.00	1,150.00	0.00	1,150.00	0.00
	Communications	118.37	3,500.00	3,500.00	118.37	3,381.63	0.00	3,381.63	3.38
	Other Supplies & Services	0.00	200.00	200.00	0.00	200.00	0.00	200.00	0.00
	Expense Reimbursement	0.00	250.00	250.00	0.00	250.00	0.00	250.00	0.00
	Debt Payments	1,480.00	3,700.00	3,700.00	1,480.00	2,220.00	0.00	2,220.00	40.00
3620	SAFETY INSPECTION	43,317.93	399,980.00	400,330.00	43,317.93	357,012.07	0.00	357,012.07	10.82
4560	PHYSICIAN								
	Programs	0.00	350.00	350.00	0.00	350.00	0.00	350.00	0.00
4560	PHYSICIAN	0.00	350.00	350.00	0.00	350.00	0.00	350.00	0.00
8010	ZONING								
	Planning & Zoning	0.00	1,600.00	1,600.00	0.00	1,600.00	0.00	1,600.00	0.00
	Other Supplies & Services	0.00	1,200.00	1,200.00	0.00	1,200.00	0.00	1,200.00	0.00
8010	ZONING	0.00	2,800.00	2,800.00	0.00	2,800.00	0.00	2,800.00	0.00
8020	PLANNING								
	Salaries & Wages	36,521.52	384,976.00	384,976.00	36,521.52	348,454.48	0.00	348,454.48	9.49
	Capital Outlay	0.00	800.00	800.00	0.00	800.00	0.00	800.00	0.00
	Planning & Zoning	0.00	1,800.00	1,800.00	0.00	1,800.00	0.00	1,800.00	0.00
	Office Supplies	0.00	1,000.00	1,000.00	0.00	1,000.00	0.00	1,000.00	0.00
	Vehicle Supplies & Maint.	55.17	1,300.00	1,300.00	55.17	1,244.83	0.00	1,244.83	4.24
	Equipment Maint. & Supplies	0.00	180.00	180.00	0.00	180.00	0.00	180.00	0.00
	Communications	31.94	480.00	480.00	31.94	448.06	0.00	448.06	6.65
	Contract Services	3,920.00	30,500.00	44,915.38	3,920.00	40,995.38	10,495.38	30,500.00	8.73

Dept	Description	Curr Month	Original Budget	Adj Budget	YTD Exp	YTD UnExp	Encumbered	Available	% Exp
8020	Other Supplies & Services	208.51	650.00	650.00	208.51	441.49	0.00	441.49	32.08
	Debt Payments	0.00	600.00	600.00	0.00	600.00	0.00	600.00	0.00
	PLANNING	40,737.14	422,286.00	436,701.38	40,737.14	395,964.24	10,495.38	385,468.86	9.33
8160	REFUSE & GARBAGE								
	Printing & Advertising	0.00	13,200.00	13,200.00	0.00	13,200.00	0.00	13,200.00	0.00
8160	Contract Services	0.00	180,000.00	102,500.00	0.00	102,500.00	0.00	102,500.00	0.00
	REFUSE & GARBAGE	0.00	193,200.00	115,700.00	0.00	115,700.00	0.00	115,700.00	0.00
9010	STATE RETIREMENT								
	Employee Benefits	0.00	100,000.00	100,000.00	0.00	100,000.00	0.00	100,000.00	0.00
9010	STATE RETIREMENT	0.00	100,000.00	100,000.00	0.00	100,000.00	0.00	100,000.00	0.00
9030	SOCIAL SECURITY								
	Employee Benefits	5,470.55	53,000.00	53,000.00	5,470.55	47,529.45	0.00	47,529.45	10.32
9030	SOCIAL SECURITY	5,470.55	53,000.00	53,000.00	5,470.55	47,529.45	0.00	47,529.45	10.32
9040	WORKERS COMPENSATION								
	Employee Benefits	12,027.03	21,000.00	21,000.00	12,027.03	8,972.97	0.00	8,972.97	57.27
9040	WORKERS COMPENSATION	12,027.03	21,000.00	21,000.00	12,027.03	8,972.97	0.00	8,972.97	57.27
9045	LIFE INSURANCE								
	Employee Benefits	71.30	600.00	600.00	71.30	528.70	0.00	528.70	11.88
9045	LIFE INSURANCE	71.30	600.00	600.00	71.30	528.70	0.00	528.70	11.88
9050	UNEMPLOYMENT INSURANCE								
	Employee Benefits	0.00	1,000.00	1,000.00	0.00	1,000.00	0.00	1,000.00	0.00
9050	UNEMPLOYMENT INSURANCE	0.00	1,000.00	1,000.00	0.00	1,000.00	0.00	1,000.00	0.00
9055	DISABILITY INSURANCE								
	Employee Benefits	173.24	1,600.00	1,600.00	173.24	1,426.76	0.00	1,426.76	10.83
9055	DISABILITY INSURANCE	173.24	1,600.00	1,600.00	173.24	1,426.76	0.00	1,426.76	10.83
9060	HEALTH INSURANCE								
	Employee Benefits	73,002.17	271,000.00	271,000.00	73,002.17	197,997.83	0.00	197,997.83	26.94
9060	HEALTH INSURANCE	73,002.17	271,000.00	271,000.00	73,002.17	197,997.83	0.00	197,997.83	26.94
9089	MISC. EMPLOYEE BENEFITS								
	Employee Benefits	4.62	100.00	100.00	4.62	95.38	0.00	95.38	4.62
9089	MISC. EMPLOYEE BENEFITS	4.62	100.00	100.00	4.62	95.38	0.00	95.38	4.62

Dept	Description	Curr Month	Original Budget	Adj Budget	YTD Exp	YTD UnExp	Encumbered	Available	% Exp
0002	PART TOWN FUND	253,797.49	1,814,416.00	1,830,687.08	253,797.49	1,576,889.59	114,314.38	1,462,575.21	13.86
0003	LIBRARY								
4560	PHYSICIAN								
	Programs	161.00	600.00	600.00	161.00	439.00	0.00	439.00	26.83
4560	PHYSICIAN	161.00	600.00	600.00	161.00	439.00	0.00	439.00	26.83
7410	LIBRARY								
	Salaries & Wages	104,748.18	1,023,102.00	1,023,102.00	104,748.18	918,353.82	0.00	918,353.82	10.24
	Capital Outlay	0.00	2,910.00	29,651.08	0.00	29,651.08	26,741.08	2,910.00	0.00
	Programs	703.21	5,350.00	5,676.32	703.21	4,973.11	3,412.39	1,560.72	12.39
	Printing & Advertising	0.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00
	Office Supplies	922.22	13,727.00	14,032.95	922.22	13,110.73	1,683.08	11,427.65	6.57
	Periodicals	5,417.09	161,892.00	160,892.00	5,417.09	155,474.91	11,642.26	143,832.65	3.37
	Equipment Maint. & Supplies	1,726.50	12,322.00	15,948.50	1,726.50	14,222.00	0.00	14,222.00	10.83
	Communications	546.35	4,200.00	4,300.28	546.35	3,753.93	1,006.33	2,747.60	12.70
	Contract Services	1,271.05	55,914.00	55,914.00	1,271.05	54,642.95	0.00	54,642.95	2.27
	Other Supplies & Services	0.00	1,500.00	600.00	0.00	600.00	0.00	600.00	0.00
	Expense Reimbursement	0.00	3,380.00	3,380.00	0.00	3,380.00	0.00	3,380.00	0.00
	Debt Payments	0.00	2,410.00	2,410.00	0.00	2,410.00	0.00	2,410.00	0.00
7410	LIBRARY	115,334.60	1,287,207.00	1,316,407.13	115,334.60	1,201,072.53	44,485.14	1,156,587.39	8.76
9010	STATE RETIREMENT								
	Employee Benefits	0.00	115,000.00	115,000.00	0.00	115,000.00	0.00	115,000.00	0.00
9010	STATE RETIREMENT	0.00	115,000.00	115,000.00	0.00	115,000.00	0.00	115,000.00	0.00
9030	SOCIAL SECURITY								
	Employee Benefits	7,729.27	82,000.00	82,000.00	7,729.27	74,270.73	0.00	74,270.73	9.43
9030	SOCIAL SECURITY	7,729.27	82,000.00	82,000.00	7,729.27	74,270.73	0.00	74,270.73	9.43
9040	WORKERS COMPENSATION								
	Employee Benefits	4,146.14	9,725.00	9,725.00	4,146.14	5,578.86	0.00	5,578.86	42.63
9040	WORKERS COMPENSATION	4,146.14	9,725.00	9,725.00	4,146.14	5,578.86	0.00	5,578.86	42.63
9045	LIFE INSURANCE								
	Employee Benefits	66.04	550.00	550.00	66.04	483.96	0.00	483.96	12.01
9045	LIFE INSURANCE	66.04	550.00	550.00	66.04	483.96	0.00	483.96	12.01
9050	UNEMPLOYMENT INSURANCE								
	Employee Benefits	0.00	1,000.00	1,000.00	0.00	1,000.00	0.00	1,000.00	0.00
9050	UNEMPLOYMENT INSURANCE	0.00	1,000.00	1,000.00	0.00	1,000.00	0.00	1,000.00	0.00

Dept	Description	Curr Month	Original Budget	Adj Budget	YTD Exp	YTD UnExp	Encumbered	Available	% Exp
9055	DISABILITY INSURANCE								
	Employee Benefits	121.30	1,500.00	1,500.00	121.30	1,378.70	0.00	1,378.70	8.09
9055	DISABILITY INSURANCE	121.30	1,500.00	1,500.00	121.30	1,378.70	0.00	1,378.70	8.09
9060	HEALTH INSURANCE								
	Employee Benefits	69,548.20	262,000.00	262,000.00	69,548.20	192,451.80	0.00	192,451.80	26.55
9060	HEALTH INSURANCE	69,548.20	262,000.00	262,000.00	69,548.20	192,451.80	0.00	192,451.80	26.55
9089	MISC. EMPLOYEE BENEFITS								
	Employee Benefits	7.70	200.00	200.00	7.70	192.30	0.00	192.30	3.85
9089	MISC. EMPLOYEE BENEFITS	7.70	200.00	200.00	7.70	192.30	0.00	192.30	3.85
0003	LIBRARY	197,114.25	1,759,782.00	1,788,982.13	197,114.25	1,591,867.88	44,485.14	1,547,382.74	11.02
0004	HIGHWAY WHOLE TOWN								
1989	UNCLASSIFIED								
	Capital Outlay	0.00	0.00	655,655.00	0.00	655,655.00	655,655.00	0.00	0.00
1989	UNCLASSIFIED	0.00	0.00	655,655.00	0.00	655,655.00	655,655.00	0.00	0.00
4560	PHYSICIAN								
	Programs	0.00	250.00	250.00	0.00	250.00	0.00	250.00	0.00
	Contract Services	0.00	1,250.00	1,250.00	0.00	1,250.00	0.00	1,250.00	0.00
4560	PHYSICIAN	0.00	1,500.00	1,500.00	0.00	1,500.00	0.00	1,500.00	0.00
5130	MACHINERY								
	Salaries & Wages	11,914.38	124,744.00	124,744.00	11,914.38	112,829.62	0.00	112,829.62	9.55
	Equipment	0.00	12,000.00	12,000.00	0.00	12,000.00	0.00	12,000.00	0.00
	Tools & Supplies	6,933.16	18,000.00	25,187.00	6,933.16	18,253.84	1,146.70	17,107.14	27.53
	Vehicle Supplies & Maint.	19,507.79	165,200.00	203,371.98	19,507.79	183,864.19	34,468.39	149,395.80	9.59
	Equipment Maint. & Supplies	0.00	4,000.00	4,041.06	0.00	4,041.06	41.06	4,000.00	0.00
	Contract Services	4,804.57	70,000.00	76,567.03	4,804.57	71,762.46	8,038.03	63,724.43	6.27
5130	MACHINERY	43,159.90	393,944.00	445,911.07	43,159.90	402,751.17	43,694.18	359,056.99	9.68
5140	BRUSH & WEEDS								
	Salaries & Wages	0.00	16,096.00	16,096.00	0.00	16,096.00	0.00	16,096.00	0.00
5140	BRUSH & WEEDS	0.00	16,096.00	16,096.00	0.00	16,096.00	0.00	16,096.00	0.00
5142	SNOW REMOVAL								
	Salaries & Wages	247,086.90	1,068,498.00	1,068,498.00	247,086.90	821,411.10	0.00	821,411.10	23.12
	Vehicle Supplies & Maint.	20,071.54	143,000.00	150,400.00	20,071.54	130,328.46	8,502.11	121,826.35	13.35
	Tools & Supplies	141,188.50	368,250.00	437,876.86	141,188.50	296,688.36	123,313.82	173,374.54	32.24
	Contract Services	8,250.16	15,080.00	15,080.00	8,250.16	6,829.84	0.00	6,829.84	54.71

Dept	Description	Curr Month	Original Budget	Adj Budget	YTD Exp	YTD UnExp	Encumbered	Available	% Exp
5142	SNOW REMOVAL	416,597.10	1,594,828.00	1,671,854.86	416,597.10	1,255,257.76	131,815.93	1,123,441.83	24.92
9010	STATE RETIREMENT								
	Employee Benefits	0.00	198,000.00	198,000.00	0.00	198,000.00	0.00	198,000.00	0.00
9010	STATE RETIREMENT	0.00	198,000.00	198,000.00	0.00	198,000.00	0.00	198,000.00	0.00
9030	SOCIAL SECURITY								
	Employee Benefits	19,106.13	92,000.00	92,000.00	19,106.13	72,893.87	0.00	72,893.87	20.77
9030	SOCIAL SECURITY	19,106.13	92,000.00	92,000.00	19,106.13	72,893.87	0.00	72,893.87	20.77
9040	WORKERS COMPENSATION								
	Employee Benefits	25,958.51	60,000.00	60,000.00	25,958.51	34,041.49	0.00	34,041.49	43.26
9040	WORKERS COMPENSATION	25,958.51	60,000.00	60,000.00	25,958.51	34,041.49	0.00	34,041.49	43.26
9045	LIFE INSURANCE								
	Employee Benefits	114.70	1,000.00	1,000.00	114.70	885.30	0.00	885.30	11.47
9045	LIFE INSURANCE	114.70	1,000.00	1,000.00	114.70	885.30	0.00	885.30	11.47
9050	UNEMPLOYMENT INSURANCE								
	Employee Benefits	0.00	2,500.00	2,500.00	0.00	2,500.00	0.00	2,500.00	0.00
9050	UNEMPLOYMENT INSURANCE	0.00	2,500.00	2,500.00	0.00	2,500.00	0.00	2,500.00	0.00
9055	DISABILITY INSURANCE								
	Employee Benefits	206.22	2,600.00	2,600.00	206.22	2,393.78	0.00	2,393.78	7.93
9055	DISABILITY INSURANCE	206.22	2,600.00	2,600.00	206.22	2,393.78	0.00	2,393.78	7.93
9060	HEALTH INSURANCE								
	Employee Benefits	130,505.89	506,000.00	506,000.00	130,505.89	375,494.11	0.00	375,494.11	25.79
9060	HEALTH INSURANCE	130,505.89	506,000.00	506,000.00	130,505.89	375,494.11	0.00	375,494.11	25.79
9089	MISC. EMPLOYEE BENEFITS								
	Employee Benefits	6.16	200.00	200.00	6.16	193.84	0.00	193.84	3.08
9089	MISC. EMPLOYEE BENEFITS	6.16	200.00	200.00	6.16	193.84	0.00	193.84	3.08
0004	HIGHWAY WHOLE TOWN	635,654.61	2,868,668.00	3,653,316.93	635,654.61	3,017,662.32	831,165.11	2,186,497.21	17.40
0005	HIGHWAY PART TOWN								
1989	UNCLASSIFIED								

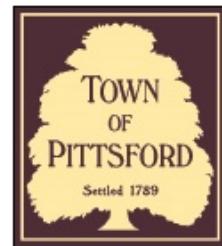
Dept	Description	Curr Month	Original Budget	Adj Budget	YTD Exp	YTD UnExp	Encumbered	Available	% Exp
1989	Salaries & Wages UNCLASSIFIED	103,463.00 103,463.00	500,000.00 500,000.00	500,000.00 500,000.00	103,463.00 103,463.00	396,537.00 396,537.00	396,537.00 396,537.00	0.00 0.00	20.69 20.69
4560	PHYSICIAN								
	Programs	0.00	800.00	800.00	0.00	800.00	0.00	800.00	0.00
	Contract Services	0.00	1,800.00	1,800.00	0.00	1,800.00	0.00	1,800.00	0.00
4560	PHYSICIAN	0.00	2,600.00	2,600.00	0.00	2,600.00	0.00	2,600.00	0.00
5110	GENERAL REPAIRS								
	Salaries & Wages	18,798.79	1,766,037.00	1,766,037.00	18,798.79	1,747,238.21	0.00	1,747,238.21	1.06
	Programs	8,150.00	57,000.00	73,415.00	8,150.00	65,265.00	10,415.00	54,850.00	11.10
	Tools & Supplies	0.00	2,848.00	2,848.00	0.00	2,848.00	0.00	2,848.00	0.00
	Vehicle Supplies & Maint.	637.58	124,000.00	124,000.00	637.58	123,362.42	0.00	123,362.42	0.51
	Equipment Maint. & Supplies	0.00	3,000.00	3,000.00	0.00	3,000.00	0.00	3,000.00	0.00
	Road Maintenance	84,739.53	946,000.00	1,107,532.07	84,739.53	1,022,792.54	82,591.92	940,200.62	7.65
5110	GENERAL REPAIRS	112,325.90	2,898,885.00	3,076,832.07	112,325.90	2,964,506.17	93,006.92	2,871,499.25	3.65
5112	IMPROVEMENTS								
	Capital Improvement	0.00	273,000.00	310,032.00	0.00	310,032.00	0.00	310,032.00	0.00
5112	IMPROVEMENTS	0.00	273,000.00	310,032.00	0.00	310,032.00	0.00	310,032.00	0.00
9010	STATE RETIREMENT								
	Employee Benefits	0.00	223,000.00	223,000.00	0.00	223,000.00	0.00	223,000.00	0.00
9010	STATE RETIREMENT	0.00	223,000.00	223,000.00	0.00	223,000.00	0.00	223,000.00	0.00
9030	SOCIAL SECURITY								
	Employee Benefits	1,404.36	135,000.00	135,000.00	1,404.36	133,595.64	0.00	133,595.64	1.04
9030	SOCIAL SECURITY	1,404.36	135,000.00	135,000.00	1,404.36	133,595.64	0.00	133,595.64	1.04
9040	WORKERS COMPENSATION								
	Employee Benefits	126,873.42	185,000.00	185,000.00	126,873.42	58,126.58	0.00	58,126.58	68.58
9040	WORKERS COMPENSATION	126,873.42	185,000.00	185,000.00	126,873.42	58,126.58	0.00	58,126.58	68.58
9045	LIFE INSURANCE								
	Employee Benefits	108.50	1,000.00	1,000.00	108.50	891.50	0.00	891.50	10.85
9045	LIFE INSURANCE	108.50	1,000.00	1,000.00	108.50	891.50	0.00	891.50	10.85
9050	UNEMPLOYMENT INSURANCE								
	Employee Benefits	0.00	8,000.00	8,000.00	0.00	8,000.00	0.00	8,000.00	0.00
9050	UNEMPLOYMENT INSURANCE	0.00	8,000.00	8,000.00	0.00	8,000.00	0.00	8,000.00	0.00
9055	DISABILITY INSURANCE								

Dept	Description	Curr Month	Original Budget	Adj Budget	YTD Exp	YTD UnExp	Encumbered	Available	% Exp
9055	Employee Benefits DISABILITY INSURANCE	196.18 196.18	2,500.00 2,500.00	2,500.00 2,500.00	196.18 196.18	2,303.82 2,303.82	0.00 0.00	2,303.82 2,303.82	7.85 7.85
9060	HEALTH INSURANCE								
9060	Employee Benefits HEALTH INSURANCE	150,803.29 150,803.29	585,000.00 585,000.00	585,000.00 585,000.00	150,803.29 150,803.29	434,196.71 434,196.71	0.00 0.00	434,196.71 434,196.71	25.78 25.78
9089	MISC. EMPLOYEE BENEFITS								
9089	Employee Benefits MISC. EMPLOYEE BENEFITS	7.70 7.70	250.00 250.00	250.00 250.00	7.70 7.70	242.30 242.30	0.00 0.00	242.30 242.30	3.08 3.08
0005	HIGHWAY PART TOWN	495,182.35	4,814,235.00	5,029,214.07	495,182.35	4,534,031.72	489,543.92	4,044,487.80	9.85
Expense Total		2,781,067.41	23,478,002.00	24,788,784.61	2,781,067.41	22,007,717.20	1,676,275.67	20,331,441.53	11.2191

General Ledger

Revenue Control Report

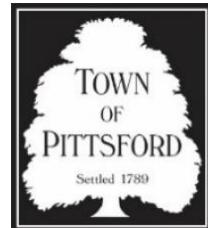
User: BLuke@townofpittsford.org
 Printed: 2/21/2025 9:20:35 AM
 Period 01 - 12
 Fiscal Year 2025



Item	Description	Curr Month	Original Budget	Adj Budget	YTD Rev	Uncollected	% Received
0001	GENERAL FUND						
	Taxes	-7,149,133.96	-8,156,845.00	-8,156,845.00	-7,149,133.96	-1,007,711.04	87.65
	Fees	-39,526.23	-1,307,250.00	-1,307,250.00	-39,526.23	-1,267,723.77	3.02
	Other Gov't & GIS Charges	0.00	-64,482.00	-64,482.00	0.00	-64,482.00	0.00
	Interest & Earnings	0.00	-225,000.00	-225,000.00	0.00	-225,000.00	0.00
	Rentals & Commissions	-25,084.09	-209,000.00	-209,000.00	-25,084.09	-183,915.91	12.00
	Licenses	-963.00	-14,000.00	-14,000.00	-963.00	-13,037.00	6.88
	Permits	-2,400.00	-13,500.00	-13,500.00	-2,400.00	-11,100.00	17.78
	Forfeitures	0.00	-37,000.00	-37,000.00	0.00	-37,000.00	0.00
	Sales	0.00	-250.00	-250.00	0.00	-250.00	0.00
	Insurance Recoveries & Refunds	0.00	-500.00	-500.00	0.00	-500.00	0.00
	Gifts & Donations	0.00	-22,000.00	-22,000.00	0.00	-22,000.00	0.00
	Unclassified Revenues	-1,319.92	-16,000.00	-16,000.00	-1,319.92	-14,680.08	8.25
	Interfund Revenues	0.00	-45,000.00	-45,000.00	0.00	-45,000.00	0.00
	State Aid	0.00	-108,081.00	-108,081.00	0.00	-108,081.00	0.00
	Approp Fd Balance	0.00	-1,701,993.00	-1,701,993.00	0.00	-1,701,993.00	0.00
	Interfund Transfers	0.00	-300,000.00	-300,000.00	0.00	-300,000.00	0.00
0001	GENERAL FUND	-7,218,427.20	-12,220,901.00	-12,220,901.00	-7,218,427.20	-5,002,473.80	59.07
0002	PART TOWN FUND						
	Taxes	0.00	-1,400,000.00	-1,400,000.00	0.00	-1,400,000.00	0.00
	Fees	-815.00	-31,000.00	-31,000.00	-815.00	-30,185.00	2.63
	Interest & Earnings	0.00	-65,000.00	-65,000.00	0.00	-65,000.00	0.00
	Licenses	-2,455.86	-7,000.00	-7,000.00	-2,455.86	-4,544.14	35.08
	Permits	-26,243.40	-104,500.00	-104,500.00	-26,243.40	-78,256.60	25.11
	Approp Fd Balance	0.00	-206,916.00	-206,916.00	0.00	-206,916.00	0.00
0002	PART TOWN FUND	-29,514.26	-1,814,416.00	-1,814,416.00	-29,514.26	-1,784,901.74	1.63
0003	LIBRARY						
	Taxes	-1,394,944.00	-1,394,944.00	-1,394,944.00	-1,394,944.00	0.00	100.00
	Fees	-2,469.70	-26,500.00	-26,500.00	-2,469.70	-24,030.30	9.32
	Interest & Earnings	0.00	-55,000.00	-55,000.00	0.00	-55,000.00	0.00
	Unclassified Revenues	0.00	-6,500.00	-6,500.00	0.00	-6,500.00	0.00
	Approp Fd Balance	0.00	-276,838.00	-276,838.00	0.00	-276,838.00	0.00
0003	LIBRARY	-1,397,413.70	-1,759,782.00	-1,759,782.00	-1,397,413.70	-362,368.30	79.41

Item	Description	Curr Month	Original Budget	Adj Budget	YTD Rev	Uncollected	% Received
0004	HIGHWAY WHOLE TOWN						
	Taxes	-2,005,455.00	-2,005,455.00	-2,005,455.00	-2,005,455.00	0.00	100.00
	Other Gov't & GIS Charges	0.00	-410,000.00	-410,000.00	0.00	-410,000.00	0.00
	Interest & Earnings	0.00	-85,000.00	-85,000.00	0.00	-85,000.00	0.00
	Sales	0.00	-1,000.00	-1,000.00	0.00	-1,000.00	0.00
	Approp Fd Balance	0.00	-367,213.00	-367,213.00	0.00	-367,213.00	0.00
0004	HIGHWAY WHOLE TOWN	-2,005,455.00	-2,868,668.00	-2,868,668.00	-2,005,455.00	-863,213.00	69.91
0005	HIGHWAY PART TOWN						
	Taxes	0.00	-3,600,000.00	-3,600,000.00	0.00	-3,600,000.00	0.00
	Interest & Earnings	0.00	-165,000.00	-165,000.00	0.00	-165,000.00	0.00
	State Aid	0.00	-228,000.00	-228,000.00	0.00	-228,000.00	0.00
	Approp Fd Balance	0.00	-821,235.00	-821,235.00	0.00	-821,235.00	0.00
0005	HIGHWAY PART TOWN	0.00	-4,814,235.00	-4,814,235.00	0.00	-4,814,235.00	0.00
Revenue Total		10,650,810.16	23,478,002.00	23,478,002.00	10,650,810.16	12,827,191.84	45.3651

MEMORANDUM



To: Pittsford Town Board

From: Cheryl Fleming, Director of Personnel

Date: February 6, 2025

Regarding: Recommendations for Hiring/Personnel Adjustments

For Meeting On: February 26, 2025

1. The following employee(s) are recommended as a new hire, subject to successful completion of drug and background checks, based on the recommendation of the Functional Coordinator(s) for these areas:

Name	Dept	Position	Rate	Date of Hire
Luis Rivera	Town Court	Security – PT	\$30.00	02/20/2025
William Benedict	Parks	Laborer – FT	\$20.50	02/24/2025
Maeve Freese	Library	Library Aide	\$17.59	02/24/2025
Lauryn Lee	Recreation	Rec Asst – PT	\$15.50	02/25/2025
Katherine Oechsle	Library	Library Aide	\$17.59	03/03/2025

This is subject to completion of the proper reviews and background checks for these candidates and appropriate sign off by the Town Board representative.

Name	Dept	Position	Rate	Date of Hire
Luis Rivera	Town Court	Security – PT	\$30.00	02/20/2025
William Benedict	Parks	Laborer – FT	\$20.50	02/24/2025
Maeve Freese	Library	Library Aide	\$17.59	02/24/2025
Lauryn Lee	Recreation	Rec Asst – PT	\$15.50	02/25/2025
Katherine Oechsle	Library	Library Aide	\$17.59	03/03/2025

2. The following employee(s) is recommended for a status change and/or salary change due to a change in status. he recommendation of the Functional Coordinator(s) for these areas:

Brett Ferguson Highway Laborer w/CDL \$22.03 02/24/2025

Should the Board approve the above recommendation and personnel adjustment, the following resolution is being proposed, RESOLVED, that the Town Board approves the appointment for the following employee(s):

Brett Ferguson Highway Laborer w/CDL \$22.03 02/24/2025