

TOWN OF PITTSFORD  
PLANNING BOARD  
March 12, 2018

Minutes of the Planning Board meeting held in the Pittsford Town Hall, 11 S Main Street, Pittsford, NY, March 12, 2018.

**PRESENT:** John Limbeck, John Halldow, Jeffrey Donlon, Kevin Morabito, & Paula Liebschutz

**ABSENT:** David Jefferson, Shannon Dupra, Robert Koegel, Town Attorney

**ALSO PRESENT:**, Douglas DeRue, Director of Planning, Zoning & Development,

**ATTENDANCE:** 8 members of the public were present.

Chairman John Limbeck made a motion to call the meeting to order seconded by Board Member Donlon and following a unanimous voice vote the meeting opened at 7:32 P.M.

**DECISIONS PENDING:**

**N Washington St IDE Preliminary/Final Site Plan/Re-Sub Special Use Permit**

Chairman John Limbeck indicated that the hearing is closed and asked if someone was there to represent the application.

Mr. Fromberger from MRB Group representing the application summarized the status, indicating that the Town of Perinton Town Board and Planning Board had granted approvals. Mr. Fromberger asked if the Board members had any questions. Being none:

Chairman John Limbeck asked if the Board member had anything to add, and proceeded to read a written resolution and asked for a motion.

Board Member Paula Liebschutz made a motion to accept the resolution as read. Board Member Kevin Morabito seconded the motion and their roll call votes was Ayes; Jeffrey Donlon, Kevin Morabito, Paula Liebschutz, John Limbeck, and Nays: none; Absent David Jefferson, Shannon Dupra: The Resolution was declared carried with the following Conditions of Approval:

**CONDITIONS OF APPROVAL**

1. Subject to compliance with or resolution to DRC comments dated October 6, 2017 and the applicant's written response dated January 2, 2018 unless otherwise specified herein.
2. The following note must be added to the Site Plan, "The Town of Pittsford DPW must be notified after installation and energizing of the parking area lighting to measure and confirm the lighting foot candle values."
3. Subject to the acceptance of the Stormwater Pollution Prevention Plan by the Town of Perinton and Pittsford Town Engineers.

4. The following note must be added to the Site Plan, "The Town of Pittsford Code Enforcement can require shielding of lighting fixtures where the light source is visible from residential properties or public Right of Ways."
5. Sanitary manholes must be "three - staked" and flagged with surveyors tape prior to the start of construction.
6. Subject to the granting of a "Maintenance Access and Easement Agreement" over the Stormwater infiltration basins 1 and 2 at the rear of the parking area, and bio-retention basins to the satisfaction of the Perinton / Pittsford Departments of Public Works.
7. Setbacks shown on the Pittsford side of the plans apply to structures "Parking" can be removed from the labels and zoning table.
8. Outstanding Engineering Review Fees are due prior to Planning Board signature.
9. Subject to applicable regulatory approvals including but not limited to the Town of Perinton and the Town of Pittsford DPW.

**3690 East Av St. John Fisher College** Keough Dorm Annex Site Plan/Special Use Permit

Chairman John Limbeck indicated that the hearing is closed and noted that Mr. Burgdorf representing St. John Fisher College was in attendance.

Mr. Burgdorf gave a brief review of the application.

Chairman Limbeck asked if Board members had any questions and noted that the Public Hearing was closed and the Planning Board granted a Negative SEQRA Determination of Significance at the last Planning Board meeting.

Chairman John Limbeck presented and read a Special Use Permit/Preliminary/Final Site Plan Resolution, including the opening comments, Findings of Fact and Conditions of Approval. Chairman Limbeck made a motion to accept the resolution as read. Board Member John Halldow seconded the motion and their roll call votes was Ayes; Jeffrey Donlon, Kevin Morabito, Paula Liebschutz, John Halldow, John Limbeck, nays none, David Jefferson, Shannon Dupra, Absent: The Resolution was declared carried with the following Conditions of Approval:

**CONDITIONS OF APPROVAL**

1. Compliance with or resolution to Development Review Committee report comments and response received February 5, 2018; unless specified otherwise herein.
2. Subject to the verification by the design engineer and acceptance by the Department of Public works of the downstream sewer capacity.
3. Final plans must note: "Town of Pittsford Code Enforcement Officers can require shielding of light fixtures where the glare of the light source is visible from private property or public ways."
4. Revised plans and DRC response are subject to review by DRC members and subsequent technical plan revisions may be required.

5. The project is subject to Design Review and Historic Preservation Board approval prior to the issuance of a building permit.
6. Any outstanding engineering review fees are due prior to Planning Board signature.
7. Applicable Building and Fire Codes must be complied with, it is understood that a variance is being sought from the Department of State for the distance from the building of the aerial apparatus access road.
8. Subject to all applicable regulatory approvals including but not limited to the Pittsford Sewer Department, Town Engineer and the Pittsford Department of Public Works, and possibly MCHD and MCPW.

**CONTINUED HEARING:**

**3400 Monroe Av U of R Urgent Care, Site Plan**

Chairman John Limbeck indicated that the hearing is still open and asked if anyone was in attendance to represent the application.

Mr. Fromberger from MRB Group representing the application summarized the status

Chairman Limbeck asked if anyone from the public wished to speak, being none.

Chairman Limbeck asked if the Board had questions.

Board members addressed Mr. Fromberger directly, asking if landscaping could be increased in density and height in hopes to screen the parked cars and to be in conformance with the Monroe Avenue Design Guidelines.

The Landscape Architect for the project described in detail the proposed landscaping.

Board member Liebschutz asked if more was possible and Mr. Fromberger responded that they could work on the plan provide some additional types of plantings.

The Board had no further questions for the applicant, no one from the public spoke and Chairman Limbeck made a motion to close the public hearing. Board Member Paula Liebschutz seconded the motion and the hearing closed after a unanimous voice vote.

Chairman Limbeck indicated that the applicant supplied sufficient information for the Board to consider and that the Board has reviewed and carefully considered the SEQRA resolution. Chairman John Limbeck read the opening comments and the Findings of Fact of the resolution, and made a motion to grant approval of a Negative Declaration pursuant to the State Environmental Quality Review Act. Board Member Jeff Donlon seconded the motion and the Board voted as follows: Ayes:, John Halldow, Jeffrey Donlon, Kevin Morabito, Paula Liebschutz, John Limbeck, Nays none Absent: David Jefferson, Shannon Dupra. The Resolution was declared carried.

Chairman John Limbeck presented and read the Preliminary Site Plan Resolution, including the opening comments, Findings of Fact and Conditions of Approval. Jeff Donlon made a motion to accept the resolution as read. Board Member Paula Liebschutz seconded the motion and their roll call votes was Ayes; Jeffrey Donlon, Kevin Morabito, Paula Liebschutz, John Halldow, John Limbeck, Nays none David Jefferson, Shannon Dupra, Absent:.. The Resolution was declared carried with the following Conditions of Approval:

### CONDITIONS OF APPROVAL

1. Subject to compliance with or resolution to DRC comments dated February 9, 2018 and the applicant's written response dated March 2, 2018 unless otherwise specified herein.
2. Subject to the issuance of a Flood Damage Prevention Permit by the Pittsford DPW prior to the start of Site Work.
3. Signage is subject to the Planning Board's approval of a revised "Sign Plan" regarding maximum size and location of the signs. The design of the sign(s) will be subject to review and approval by the Design Review and Historic Preservation Board.
4. Sewer Department entrance fees will be due and collected when a Building Permit is issued for the interior renovations.
5. Town Code section 185-194 requires that a minimum of 1% of the total construction cost be for landscape plant materials, the estimate of landscaping plant materials is subject to further review by the DPW and approval by the Planning Board.
6. Lighting is subject to further review and approval by the Planning Board as part of the Final Site Plan review.
7. The New York State Department of Transportation must be consulted to verify if they have procedures that must be followed for disturbances within the ROW.
8. Parking must be managed to ensure emergency access is maintained during construction.
9. Final plans must note: "Town of Pittsford Code Enforcement Officers can require shielding of light fixtures where the glare of the light source is visible from private property or public ways."

Chairman Limbeck indicated the Board reviewed the minutes of February 26, 2018 and made a motion to approve the minutes as written, Board Member Paula Liebschutz seconded the motion; following a unanimous voice vote, the minutes were approved.

Chairman Limbeck motioned to close the meeting at 7:56 pm seconded by Board Member Paula Liebschutz and approved by a unanimous voice vote.

Respectfully submitted, March 12, 2018

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Doug DeRue  
Director of Planning and Zoning

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