

**VILLAGE OF PITTSFORD**  
**PLANNING AND ZONING BOARD OF APPEALS**  
Regular Meeting – January 19, 2016 at 6:30 PM

**PRESENT:**

Chairperson: Justin Vlietstra  
Members: Jo Anne Shannon  
Jeffrey Bove  
Susan Lhota  
Heather Erwin

PZBA Liaison: Robert Corby  
Recording Sec: Linda Habeeb

Chairperson Vlietstra made a ***motion***, seconded by Member Lhota, to call the meeting to order at 6:30 pm.

**Vote: Vote: Shannon - yes; Vlietstra – yes; Lhota – yes; Erwin – yes; Bove - yes. *Motion carried.***

**Discussion:** Chairperson Vlietstra stated that there are no applications before the Board for this meeting. Board members briefly discussed applications that will be agenda items for the February meeting.

- Via Girasole Wine Bar, located at 3 Schoen Place, is requesting a special permit from the Board of Trustees for music events that will involve acoustic music in the wine bar. The Board will consider whether this expansion of use will have any impact on the surrounding businesses or residential neighborhood.
- Bank of America, 9 North Main Street, is requesting an area variance for a free-standing sign. The Board will consider whether there are alternative methods of providing visibility for the bank, other than with a monument sign.
- Charles Clottin, from Harladay Hots, is requesting a temporary zoning permit from the Zoning Board to operate a vending cart in the lot located at 10 North Main Street from May to November of 2016. He has been granted approval for this use in past years.
- Northfield Common, 50 State Street, Site Plan review. Member Vlietstra explained that the Building Inspector is reviewing the plans to determine if they are complete and in compliance with Village Code. After his review it will be forwarded to the Village Engineer for his review and report.

**Liaison Report:**

- Mayor Corby reported that the Board of Trustees is considering re-zoning the west side of N. Main Street from R4 to R1 to protect the residential use and allow no further expansion of office use on Main Street. He stated that the goal is to keep the commercial district in

the center of the Village. The East side of N. Main is already commercial offices and further conversion on the west side may be particularly detrimental due to the large lots. These lots border other residential lots in the R1 district.

- The Village Board is considering adopting a bed and breakfast overlay district that could be used in several zoning districts. This would allow the Board to dictate eligibility for the bed and breakfast as part of each district. The Board discussed the need for guidance on how large the district could be and the possibility that it could be identified closer to the business district. The number of bedrooms permitted significantly affects the impacts on adjacent properties. One or two bedrooms may have less of an impact than a normal residential home with several adolescents that frequently have friends coming and going. Large establishments can significantly impact small residential streets and take up lots of parking spots. Mayor Corby stated they are planning to exclude residential streets with small properties; right now they are focused on Main St. where on-street parking is available. In addition to restricting the permissible location of bed and breakfasts, a limit can be placed on the total number of establishments.
- Member Corby next discussed current sign legislation that the Board is considering. He stated that one proposal that the Board is considering is allowing projecting signs for businesses. He also stated that it is against state law to allow signs to be located in the public right-of-way.
- Mayor Corby reported that the Town of Pittsford is conducting a study on renovating the Spiegel Center. He stated that he met with the architects and explained to them the importance of maintaining a pedestrian-oriented, historic building.
- Mayor Corby discussed with the Board special use permits and temporary zoning permits. Member Vlietstra stated the code for both permits needs to be improved to clearly list application requirements and review standards for the Planning Board and Zoning Board of Appeals. An alternative to temporary zoning permits could be to issue event permits and special permits for vendors, such as food trucks. There would be limits on the frequency of their use to reduce the impacts to regular merchants and restaurants in the Village.

### **Forms:**

Board members discussed the PZBA application forms, and proposed changes to the current forms. Since the Building Inspector was not present at the meeting, the Board decided to continue this discussion at a meeting with the Building Inspector.

### **Minutes:**

**Motion:** Chairperson Vlietstra made a motion, seconded by Member Bove, to approve the December 14, 2015 minutes, as revised.

**Vote:** Shannon - yes; Vlietstra – yes; Lhota – yes; Erwin – yes; Bove – yes. *Motion carried.*

**Motion:** There being no further business, Chairperson Vlietstra made a motion to adjourn the meeting at 8:30 pm.

**Vote: Shannon - yes; Vlietstra - yes; Lhota - yes; Erwin - yes; Bove - yes. *Motion carried.***

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Linda Habeeb, Recording Secretary