

**VILLAGE OF PITTSFORD**  
**PLANNING AND ZONING BOARD OF APPEALS**  
Regular Meeting – February 16, 2016 at 6:30 PM

**PRESENT:**

Chairperson: Justin Vlietstra  
Members: Jo Anne Shannon  
Jeffrey Bove  
Susan Lhota  
Heather Erwin  
  
PZBA Liaison: Lili Lanphear  
Recording Secretary: Justin Vlietstra

Chairperson Vlietstra made a ***motion***, seconded by Member Erwin, 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:** The board discussed potential changes to code that can be forwarded to the Trustees for consideration.

Site Plan Review can be split into major and minor site plan review. The goal is to keep large projects comprehensive and small projects easy.

Special Use Permits – The required referral to the Planning Board is unnecessary, particularly when no changes to the site are proposed. The Planning Board must undertake Site Plan Review if any exterior changes are proposed; the additional “Informal Hearing” mentioned in §210-74.C.(6).(c) can be eliminated.

Temporary Zoning Permits need review criteria. The review criteria listed in §210-113.B.(2) for Special Exception Uses is a reasonable template.

The Board concluded their workshop by reading through current applications and discussing the history of the sites.

**Via Girasole Wine Bar**, located at 3 Schoen Place: Amended Special Use Permit

Chairperson Vlietstra stated that Village Code requires special use permit applications to be forwarded to the Planning Board for recommendations. The Trustees will then consider these recommendations at their public hearing for the permit.

The applicant emailed the Building Inspector on February 2, 2016 stating they are not proposing any exterior changes to the site. In light of the fact that the applicant does not intend to do any physical site alteration, it has not raised any issues normally associated with site plan review and the Planning Board therefore does not have a recommendation on this application.

**Motion:** Chairperson Vlietstra made a motion, seconded by Member Lhota, to open the public hearing at this time.

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

**Motion:** Chairperson Vlietstra made a motion, seconded by Member Lhota, to close the public hearing at this time as there was no one wishing to speak for or against this application.

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

**Motion:** Chairperson Vlietstra made a motion, seconded by Member Bove, to approve resolution 2016-1 and forward it to the Trustees for their consideration.

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

**Charles Clottin, from Harladay Hots, 10 N. Main St.**

Chairperson Vlietstra explained that Mr. Clottin 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. Member Shannon expressed concern that his insurance is lapsing in April and a condition should be placed to maintain adequate insurance. She also desired clarification of the special event dates and times.

**Motion:** Chairperson Vlietstra made a motion, seconded by Member Lhota, to open the public hearing at this time.

Neither the applicant nor audience members were present to speak in regard to this application. The public hearing will remain open for further discussion at the Board's next meeting.

**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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Justin Vlietstra, Recording Secretary

**VILLAGE OF PITTSFORD  
PLANNING BOARD  
RESOLUTION 2016-1**

**RESOLUTION – SPECIAL USE PERMIT RECOMMENDATIONS**

At a meeting of the Planning Board of the Village of Pittsford (the “Board”) duly convened on February 16, 2016, at 7:00 PM at Village Hall, 21 N. Main St, Pittsford, NY 14534, the following were present:

	<b>Present</b>	<b>Absent</b>
Justin Vlietstra	X	<input type="checkbox"/>
Susan Lhota	X	<input type="checkbox"/>
Jeffrey Bove	X	<input type="checkbox"/>
Heather Erwin	X	<input type="checkbox"/>
Jo Anne Shannon	X	<input type="checkbox"/>

The following resolution was offered by Board Member Justin Vlietstra,  
Who moved its adoption, and seconded by Board Member Jeff Bove;

**WHEREAS**, the Planning Board of the Village of Pittsford has received an application from Nicole McLean

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For a special use permit pursuant to §210-74 of the Zoning Law of the Village of Pittsford to permit Via Girasole Wine Bar to modify an existing special use permit to permit acoustic music in their establishment and;

**WHEREAS**, the Board has received and reviewed an application, held a public hearing, and received comments thereat; and

**WHEREAS**, the proposed action is a Type II action that is not subject to SEQRA Review pursuant to 6 NYCRR 617.5(c).15; and

**WHEREAS**, This application for a Special Use Permit is exempt from Monroe County Planning review pursuant to General Municipal Law section 239-m and an Agreement between Monroe County and the Village of Pittsford dated January 11, 1994; and

**WHEREAS**, after review the Board makes the following findings:

Per email from the applicant to the building inspector, no physical changes will be made to the site;

**NOW THEREFORE IT IS RESOLVED**, the Planning Board of the Village of Pittsford makes

the following recommendations to the Board of Trustees of the Village of Pittsford regarding the proposed Special Use:

Recommendations:

In light of the fact that the applicant does not intend to do any physical site alteration, it has not raised any issues normally associated with site plan review, and the Planning Board therefore does not have a recommendation on this application.

The question of the foregoing resolution was duly put to vote as follows:

	<b>Yes</b>	<b>No</b>	<b>Abstain</b>
Justin Vlietstra	X	<input type="checkbox"/>	<input type="checkbox"/>
Susan Lhota	X	<input type="checkbox"/>	<input type="checkbox"/>
Jeffrey Bove	X	<input type="checkbox"/>	<input type="checkbox"/>
Heather Erwin	X	<input type="checkbox"/>	<input type="checkbox"/>
JoAnne Shannon	X	<input type="checkbox"/>	<input type="checkbox"/>

**Dated:** February 16, 2016.

By order of the Planning Board of the Village of Pittsford

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Chairperson,  
Planning Board