

**PROCEEDINGS OF A SPECIAL WORKSHOP MEETING  
OF THE  
VILLAGE BOARD OF TRUSTEES  
June 22, 2011 – 7:00 PM**

**Present**

**Mayor** Robert C. Corby  
**Trustees:** Paula Sherwood  
Tim Galli  
Lorie Boehlert  
Trip Pierson  
**Planner:** Doug Fox  
**Attorney:** Karl Essler  
**Recording Secretary:** Anne Hartsig

Mayor Corby called the workshop meeting to order at 7:00 P.M. He explained that the Board is trying to come to a consensus to determine what, if any, appropriate changes should be made to the R-5 District. Mr. Fox has compiled a list of criteria based on research he has done and discussions that he has had with Board members.

Mr. Fox explained his charge. He has been retained by the Board of Trustees to review the Village Code, specifically, the R-5 district, the Comprehensive Plan, the LWRP, and other municipal codes and make recommendations for changes to that district so that future development would be more compatible with the character of the existing village. He noted that height and density had been expressed to him as areas of concern. He submitted a written document explaining the scope of his research and review. The document is on file and of record.

Mr. Fox said that in looking at the recommendations of the Comprehensive Plan, he found specific references to two sites, the NW quadrant and the Monoco Oil site. He found several references to a traditional neighborhood in the Future Land Use Plan within the Comprehensive Plan. Key phrases that he found were “gateway to the village, a variety of housing types, traditional neighborhood, retail, narrow streets and alleys, natural recreation areas, common opportunities for public transportation”.

Mr. Fox said he found that current requirements of the R-5 zoning district say that development in this district should follow traditional patterns of neighborhood design. He researched other municipal codes and found that the predominant density for multi family housing was between 12-15 units per acre. He didn't find any researched codes that had numbers even close to 25 units per acre except for the Town of Brighton, which has a high density district. He said the predominant building height he found was 2-3 stories for multi family housing. The predominant overall height was between thirty and forty feet maximum. Trustee Galli asked how parking factors in to this. Mr. Fox said it was a good question and that the majority of the codes he looked at required two parking spaces per unit. He said some codes had a maximum of 80% pavement with a 20% green space requirement. He noted that the current R-5 district does not specify maximum lot coverage. He said a lot of municipal codes do relate different parking ratios for different types of businesses. Usually restaurants and places of assembly are based on a ratio for seating capacity. It was his conclusion that to be compatible with the LWRP and the Comprehensive Plan, the R-5 district should have a density of between 12-15 units per acre, and a height maximum of three stories or between 35-40 feet. He did not research height per story but there is a density definition in the code that he assumed the Board is reasonably satisfied with.

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The percentage of desired green space in the R-5 district was discussed. Mayor Corby said the Board could put language in the Code saying it will reflect the Strategic Plan that was adopted as part of the Comprehensive Plan. The Town and Village were in agreement on the site lay out that was adopted in that plan. He said that could be put into the code. The R-5 also allows the Village to have a regulating plan and could actually take the Strategic Plan and make it a regulating plan for the district. Mayor Corby said this would eliminate questions about where the open space is or where parking is, or other changes on the land.

Mayor Corby said the majority of the units could be three stories with some four story units included. He said the proposed development at 75 Monroe Avenue would be visually more pleasing if the height is varied rather than overly uniform. A “story” refers to above the ground. A cellar or basement is fully or partially underground and is not considered a story. Mayor Corby said further that streetscape requirements make a difference. Attorney Essler suggested that perhaps the percentage of 4 story units could be based on the percentage of structures that are under 3 stories. Members agreed that this might be a good idea.

Mayor Corby stated that the density for the 75 Monroe Avenue development is too high and that there is too much surface parking. The latest plan doesn't comply with the Code because the Code prohibits perpendicular parking along roadways.

Trustee Galli said he is comfortable with 12-15 units per acre if other factors fit in. He said density in the current R-5 zoning is too high based on Mr. Fox's research.

Trustee Boehlert asked where the Board should go from here. Mr. Essler asked Mr. Fox if he was comfortable giving a conclusion to the Board based on what the Comprehensive Plan says. Mr. Fox said he would like more time. He said the LWRP has specifics regarding the NW quadrant and provides good direction to start with.

Trustee Boehlert said she would like to see less than four stories, depending on what the height of a story would be.

Trustee Pierson commented that four stories in height is really tall. Too many four story buildings will give the look of a long line. He said he is concerned about keeping the green space in the NW quadrant and wants to make sure there is language in the code to protect it.

Mayor Corby said that landscaping must be enforced and it is integral to making the 75 Monroe Avenue project successful. Attorney Essler asked if there are ways to include more language in the code to make landscaping enforceable. Mr. Fox said a property maintenance agreement can be custom crafted to a specific site and can include details such as the number of trees required or the height of the grass, and snow removal etc.

The Board concurred that an open discussion with the applicant must take place at the meeting scheduled for June 23<sup>rd</sup> to see if there is a way for them to move forward while the Board works on making changes to the R-5. Members agreed that a consensus regarding acceptable height, density, set backs, types of uses and parking should be reached at this meeting so that the Board can provide direction to the applicant at the meeting on June 23<sup>rd</sup>.

Mr. Fox suggested that determining square footage of lot areas required is a way to determine what is acceptable. He said a common theme is requiring a specific square footage of lot area per dwelling unit. He gave an example of 1500 square feet for a one bedroom unit and 2000 square feet for a two bedroom unit. He recommended that for the new code, the Board consider

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setbacks, minimum building separations, and other specifics that will help shape the district, such as fire codes. He suggested relying on the Comprehensive Plan. Trustee Galli said the Board must think through the impacts of all aspects. He suggested building the code by looking at the Comprehensive Plan.

It was noted that the percentage of parking spaces for 75 Monroe Avenue is higher than the general standard, which is two spaces per unit. If the number of parking spaces was reduced, there would be room for more green space. It was further noted that language could be added to the R-5 Code regarding the height for non-residential use buildings. It was suggested that the height range could be different numbers depending on the number of gable roofs and flat roofs.

Members agreed upon a range of 12-15 units per acre. They concurred that 4 stories should be the maximum height allowed but that a number was needed. A maximum total of 42-45 feet, with varied building heights was suggested. Non-residential buildings could be 1-2 stories. Members acknowledged that a height range has to be worked out and that the architect should design the buildings, not the Board of Trustees. Members said they have faith in the ARPB members to adequately review the design plans.

**ADJOURNMENT**

There being no further business, a **motion** was made **by Mayor Corby, seconded by Trustee Sherwood**, to adjourn the meeting at 8:25 PM.

**Vote:** Corby – yes, Galli – yes, Sherwood – yes, Pierson – yes, Boehlert – yes. **Motion carried.**

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Anne Z. Hartsig, Recording Secretary