

**TOWN OF PITTSFORD  
PLANNING BOARD  
December 9, 2019**

Minutes of the Planning Board meeting held in the Pittsford Town Hall, 11 S Main Street, Pittsford, NY, December 9, 2019.

**PRESENT:** John Limbeck, Jeffrey Donlon, Kevin Morabito, Sarah Gibson, John Halldow,

**ABSENT:** Paula Liebschutz, Dave Jefferson

**ALSO PRESENT:** Robert Koegel, Town Attorney, Kate Munzinger, Town Board Liaison, Douglas DeRue, Director of Planning, Zoning & Development, Jessica Yaeger, Planning Board Secretary

**ATTENDANCE:** 14 members of the public were present.

Chairman Limbeck made a motion to call the meeting to order seconded by Board Member Jeff Donlon. Following a unanimous voice vote the meeting opened at 7:33 P.M.

**NEW HEARING:**

**Highlands of Pittsford, 100 Hahnemann Trail, Preliminary/Final Site Plan, 2 story addition to the Laurelwood complex**

Fred Shelley, with BME Associates, appeared on behalf of the Applicant and gave a brief overview of the project. The project is a 4,600 sq. ft. 2-story addition to be located at the Southeast corner of the site. It will comprise of 3 new enriched housing units, 9 parking spaces, fire emergency turn around and will be able to tie into current utilities. Mr. Shelley commented that they were in receipt of DRC comments and would be offering their responses shortly.

Chairman Limbeck asked if there were any comments on the DRC report from Planning Board Members.

Mr. Shelley stated that he would be following up with the Fire Marshal on Fire Access.

Board Member Donlon expressed concern with landscape buffering and would like to ensure adequate buffering will exist. Mr. Shelley acknowledged this concern and agreed that permanent screening will be considered.

Board Member Donlon inquired about the distance of the fire apparatus turn around and Mr. Shelley confirmed that it is designed to meet the State minimum.

Hearing no further comments or questions from the Planning Board, Chairman Limbeck made a motion to open the Public Hearing, Board Member Gibson seconded and following a unanimous voice vote the hearing was declared opened.

No one came forward to comment on the application and Chairman Limbeck stated that the hearing would be held over to the January 13<sup>th</sup> Planning Board meeting and that they looked forward to reviewing the updated landscaping plan.

**Whelan Subdivision, Preliminary/Final Subdivision, 2 lots, 4044 East Ave.**

Larry Heineger, Architect, VP Engineering, 930 East Ave., Rochester; appeared on behalf of the applicants W. James and Sally Ann Whelan and outlined the scope of the project. The applicants propose to subdivide the existing home's lot located at 4044 East Avenue. The lot is currently 1.795 acres and the resulting lots are proposed to be 0.97 acres, on which the existing home will be and 0.825 acres for new home construction where the applicants wish to move to. He advised that there have been discussions regarding an access easement for the driveway at 4044 East Ave but no documents have been signed as of yet. They will be speaking with Monroe County Water Authority to see whether the hydrant on the properties might need to be replaced and will be meeting with the Fire Marshal to ensure that there is adequate turn around space for fire apparatus.

Chairman Limbeck asked for any comments or questions from the board. Board Member Halldow questioned whether or not trees would be tagged off that appeared to be near where the proposed driveway would exist. Mr. Heineger expressed that it would depend on the final placement of the driveway.

Hearing no further comments or questions from the Planning Board, Chairman Limbeck made a motion to open the Public Hearing, Board Member Morabito seconded and following a unanimous voice vote the hearing was declared opened.

No one came forward to comment on the application and Chairman Limbeck stated that the hearing would remain open to the January 13<sup>th</sup> Planning Board meeting.

Mr. Heineger complimented Town staff in appreciation for all their time and assistance helping him prepare the application.

**5611 Palmyra Road, Preliminary/Final Site Plan, Storage Garage Addition**

Dan Mossien, of Mossien Associates Architects, presented the plans for the proposed garage addition. It will be used for vehicle storage off the side of the building and will be a slab on grade building with a 1 hour firewall.

Chairman Limbeck asked if Planning Board members had any questions or comments for the applicants.

Board Member Donlon asked if there would be a floor drain. Mr. Mossien confirmed that there will not be one.

Board Member Gibson inquired as to their plans for landscaping. Mr. Mossien commented that there will be a new siding on the buildings and landscaping done.

Robert Koegel, Town Attorney, commented that on the applications it was indicated that this was for maintenance equipment, not personal vehicle storage. Doug DeRue, Director of Planning and Zoning, reminded the applicants that clarifying the use for the garage is indicated in the December 6, 2019 DRC report and will need to be addressed in their response to the Town.

Hearing no further comments or questions from the Planning Board, Chairman Limbeck made a motion to open the Public Hearing, Board Member Morabito seconded and following a unanimous voice vote the hearing was declared opened.

Hearing no comments from the public, Chairman Limbeck made a motion to close the Public Hearing, Board Member Gibson seconded and following a unanimous voice vote the hearing was declared closed.

Chairman Limbeck read the Site Plan Resolution in full. Planning Board Member Morabito made a motion to grant approval, seconded by Planning Board Member Donlon, and voted upon by members of the Planning Board as follows: Ayes: Donlon, Halldow, Morabito, Gibson, and Limbeck, Nays: none, Absent: Jefferson, Liebschutz. 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 December 6, 2019 and the applicants written response; unless specified otherwise herein.
2. 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."
3. The Storage Garage is subject to DRB approval prior to issuing a Building Permit for the garage.
4. Subject to applicable regulatory approvals including but not limited to, Department of Public Works and the Town Review Engineer.
5. Subject to reimbursement of any outstanding engineering review fees.
6. Applicable Building/Fire Codes must be complied with.

**OTHER DISCUSSION:**

The minutes of November 25, 2019 were discussed with Planning Board members commenting that they did not fully capture the nature of the discussion. The approval of the minutes was held over to the January 13<sup>th</sup> meeting.

Chairman Limbeck motioned to close the meeting at 8:22 p.m., seconded by Board Member Donlon and was approved by a unanimous voice vote.

Respectfully submitted,

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Renee McQuillen  
Planning Board Secretary

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