Town Board Work Session Agenda
January 26, 2011
7:00 p.m.

I. Call to Order

II. Approval of Minutes – 1/12/11

III. Monthly Reports

IV. Public Hearing

V. Guests
1. Mike Simons – “Out Buildings” Square Footage

VI. ACTION ITEMS

Law and Finance
1. Comprehensive Plan and FGEIS – Evans/Costello
2. Windham Woods – Next Steps – Costello
3. LWRP Boardwalk Grant – Costello
4. Abbington Place – Evans/Costello

Public Works - None

Public Safety - None

Community Services - None

VII. INFORMATIONAL ITEMS

Law and Finance
1. Sign Ordinance Path Forward Calendar – Costello/Suveges

Public Works
1. Parkview/White Village Drive Sewer Info Meeting – DiFrancesco
2. Sewer Capacity Study Update – DiFrancesco
3. Jomanda Way Roadway Dedication – Benway/Costello/Fletcher

Public Safety - None

Community Services
1. Summer Musical Update - Cooper

VIII. HELD ITEMS
1. Recreation Facilities Update – Cooper
2. Pond Ownership – Staff
3. Parking Lot Signage – Fletcher/Costello

IX. Old Business
X. New Business
XI. Executive Session – Real Estate, Litigation and Human Resource Matters
XII. Adjournment
Town Board Work Session Minutes
January 26, 2011
7:00 p.m.

I. Call to Order

Present:

Supervisor LaFountain
Councilwoman Kohl
Councilwoman Metzler
Councilman Moore
Councilman Quinn

Also Present:

Geoff Benway
Mike Cooper
Jim Costello
Mark DiFrancesco
Katie Evans
Jim Fletcher
Lisa Grosser
Pam Mount

II. Approval of Minutes – 1/12/11

CW Kohl moved for the approval of the Minutes of January 12, 2011, CW Metzler seconded the motion.

III. Monthly Reports – None

IV. Public Hearing - None

V. Guests

1. Mike Simon – “Out Buildings” Square Footage

Mike Simon, 3817 Atlantic Avenue submitted a handout showing existing allowances for accessory structures and a comparison showing how he would like the zoning requirements changed.

Two years ago, Mr. Simon wanted to add an accessory structure to his property. He found under the current zoning he was allowed a 300 square foot building for his property. He decided that would not be large enough and went before the Zoning Board to apply for a variance. He applied for a variance for an 800 square foot building and was granted a variance for a 600 square foot structure. To date he has not built the building, because he feels the current building code is too restrictive.

In researching the Town of Penfield Zoning Ordinance, he found if his current home did not have an attached garage, he would have no size restrictions to adding an accessory structure. The only constraint would be meeting minimum setback requirements.

Supervisor LaFountain thanked Mr. Simon for supplying the Board with all of the information to consider for future Zoning Ordinance revisions.

Jim Costello stated that the existing Code was set up with basic standards based on R-1-20, R-1-15, and R-1-12 Residential Zoning. The Town has been more concerned in the past with what the structure is being used for, rather than the specific size of the
structure. The residential zoning districts for one and two acre minimum were not the focus of the current standards.

Supervisor LaFountain said that the Board will consider this as they work on updating the Ordinance.

VI. ACTION ITEMS

Law and Finance

1. Comprehensive Plan and SEQRA Findings Statement
Councilman Quinn had submitted revisions to the Findings Statement. Evan Sheppard incorporated them and distributed a track changes version for the Board’s consideration. The Board accepted the revisions.

Katie Evans provided copy of the revised pages of the Draft Comprehensive Plan. The Board agreed to the changes as submitted. Supervisor LaFountain thanked Katie Evans, Jim Costello, Evan Sheppard, Deanna Herko and Doug Fox for all their work on these documents.

Jim Costello will submit a Resolution to adopt the Findings Statement for the Town of Penfield 2010 Comprehensive Plan and a second Resolution to adopt the Town of Penfield 2010 Comprehensive Plan on February 2, 2011.

2. Windham Woods
Samuel Trapani, Windham Woods Partners, LLC submitted a letter on this date addressing concerns raised by neighbors at the Public Hearing on January 19th. A copy will be placed in the project file.

Jim Costello has requested verification in writing from Monroe County Department of Transportation (CDOT) on the proposed road location. The CDOT indicated during the previous approval that the identified location meets minimum specifications. Other than the road location, all other residents concerns that were brought up at the recent Public Information meeting have been addressed.

Supervisor LaFountain asked if staff had reviewed combining the road with the New Covenant Church entrance, and having the shared portion become a dedicated road?

Jim Costello said the church would have to agree to have a dedicated road at their entrance to do this. He also noted that the proposed location of the road had been previously approved by CDOT, however the permit was not issued.

Geoff Benway said he feels the site distance would be better having the road located at the church entrance, but the grade from the church property to the subject property may be a challenge. Benway also stated that the current location assists with drainage along Five Mile Line Road.

Supervisor LaFountain asked Geoff Benway to put together a comparison of the two locations for the Board to review.

Geoff Benway said he will report back to the Board at the next meeting. Supervisor LaFountain wants the comparison of options for the road before the Board votes on the application.

Michael Cavalcanti stated that the Board is requesting the subdivision entrance to be moved to a location (shared curb-cut with the church) that he has no control over.

Supervisor LaFountain stated that the Town is willing to work with Mr. Cavalcanti on this. The Board did not have the benefit of the Public Hearing and the public comments prior to making this decision. The Town Board is not interested in unnecessarily delaying
this project but rather to approve a project in the best interest for current and future residents of Penfield. The Board needs to explore additional alternatives for the road location before approval can be given.

In closing, Katie Evans asked if the Town Board is comfortable declaring itself Lead Agency for this project. No other agencies objected and Supervisor LaFountain declared the Town Board Lead Agency for the SEQRA review.

3. LWRP Boardwalk Grant
Jim Costello said that the Town of Penfield received a grant 2 years ago from the Department of the State for $175,000 for the development of a boardwalk along Empire Blvd. The Town has decided not to pursue this project and would like to modify the contract. We would need to sign the agreement, ask for a modification and extension. The grant will be reduced from the original amount since the Town of Irondequoit is not interested in pursuing it at this time and the portion dedicated to the Cranson Bridge will be deleted. We will request that these funds be used for the Rouff property. The Board agrees and Costello will move forward on this.

4. Abbington Place
Jim Costello stated the revised plan has been submitted for this project. The road radii have been modified and sidewalks on one side of the road have been added. The applicant has addressed all of the Boards concerns. Costello will submit a Resolution for February 2, 2011 to schedule a Public Hearing for Preliminary Overall and Final Phase 1 Subdivision and Site Plan Approval for the Abbington Place Subdivision. The Public Hearing will be on March 2, 2011.

Katie Evans will post the plans on the Town Website and send an e-mail to the distribution list.

Public Works - None

Public Safety – None

Community Services - None

VII. INFORMATIONAL ITEMS

Law and Finance
1. Sign Ordinance Next Steps
Jim Costello would like to set up a Special Work Session for February 8, 2011 to meet with Andy Suveges and Dick Horwitz to finalize changes to the Sign Ordinance. Revisions should then be completed by February 23, 2011. A Public Hearing can be held for the revisions if needed on March 16th or 23rd. The Sign Ordinance should then be ready for the final adoption at the April 20th meeting.

Public Works
1. Parkview/White Village Drive Sewer Info Meeting
Mark DiFrancesco said that requests to complete the online survey were mailed to the residents of the Parkview/White Village area last Friday, January 21, 2011. There are a total of 185 residents who were asked to complete the survey. To date we have received approximately 25 responses. The goal is to have about 80% response rate from residents. A public information meeting will be held February 15, 2011. Mark DiFrancesco thanked Dave Renner for his help in getting the online survey up and running on the Town’s website.

2. Sewer Capacity Study Update
Mark DiFrancesco submitted a Preliminary Report Summary to address the Sewer Capacity in (3) three sewer basins serving the proposed Mixed Use Area along Route 250. A base line analysis has been obtained based on as-built mapping. Flow metering was
completed in November. Wet weather monitoring will be completed in March. Final results will be available late March. Based on the initial conclusions, the final report should be completed in April or May.

3.  Jomanda Way Road Dedication
Dexter Dyer, 9 Jomanda Way, is President of the Homeowners Association for Jomanda Way. The residents have submitted a Petition to the Town Board because they would like their road to be considered for Town dedication. Staff have informed the residents that the road would need to be brought up to specifications prior to dedication. The road is currently in disrepair and the association has a portion of the funds required to repair the road. Eighty percent of the residents must agree, and at this point 7 of 8 are in agreement and one is not interested in participating.

Supervisor LaFountain asked that Geoff Benway obtain updated costs for review. Dick Horwitz will need to be consulted on the process of taking dedication and paying for the required upgrades. This item should be placed on the February 9th agenda for further discussion.

Public Safety - None

Community Services
1.  Summer Musical Update.
Pam Mount and Mike Cooper submitted a proposed budget for the summer musical program for the Young Open and Honest Players. They will be performing “The Mystery of Edwin Drood” August 11 - 13, 2011. An agreement with Penfield High School has been reached to use their new space and charge admission. The increased ticket price of $15 per adult and $10 - $12 for students and seniors will increase revenue. The participating actors will also be asked to provide $200 each by selling advertising space to business sponsors. Auditions are April 26 - April 28, 2011 and are open to everyone ages 13-21.

VIII. HELD ITEMS
1.  Recreation Facilities Update – Cooper – Not discussed
2.  Pond Ownership – Staff – Not discussed
3.  Parking Lot Signage – Fletcher/Costello – Not discussed

IX. Old Business – None

X. New Business

XI. Executive Session – Real Estate, Litigation and Human Resource Matters – No Session tonight

XII. Adjournment – Supervisor LaFountain adjourned the Work Session at 8:45 PM