I. Call to Order

II. Approval of Minutes    July 27, 2011

III. Monthly Reports - None

IV. Public Hearing - None

V. Guests - None

VI. ACTION ITEMS

   Law and Finance
   1. 2217 Penfield Road Request to Rezone – LaFountain/Costello
   2. 1833 Penfield Road Change of Use Application – Costello
   3. Standard Contractor’s Questionnaire – Staff
   4. Penbrooke Meadows Building Modifications - Costello
   5. Request for Private Drive Width Waiver at 2060 Watson Hurlbut Road – Costello

   Public Works
   1. Sidewalk Waiver Request 667/673 Panorama Trail West – Valentine

   Public Safety - None

   Community Services - None

VII. INFORMATIONAL ITEMS

   Law and Finance
   1. Status of Jomanda Way – Benway/Costello

   Public Works
   1 2011 Drainage Project Update – Benway

   Public Safety - None

   Community Services - None

VIII. HELD ITEMS

   1. Pond Ownership – Staff
   2. Bay Breeze Estates Sec. III Right-of-Way - Costello

IX. Old Business - None

X. New Business - None

XI. Executive Session – Real Estate, Litigation and Human Resource Matters

XII. Adjournment
I. Call to Order

Present:
Supervisor LaFountain
Councilwoman Kohl
Councilwoman Metzler
Councilman Quinn

Also Present:
Geoff Benway
Jim Costello
Lisa Grosser
Mark Valentine

Absent
Councilman Moore

II. Approval of Minutes – 7/27/11
CM Quinn moved for the approval of the Minutes of July 27, 2011, CW Metzler seconded the motion.

III. Monthly Reports – None

IV. Public Hearing – None

V. Guests – None

VI. ACTION ITEMS

Law and Finance
1. 2217 Penfield Road Request to Rezone – LaFountain/Costello
Jim Costello said that D’Angelo owns the property located at 2217 Penfield Road. The residential properties in this area were rezoned from R-1-15 to BN-R after the Comprehensive Plan was approved. Mr. D’Angelo would like to have this property rezoned to Limited Business as he would like to open a gift shop at this location. Rezoning of this property would not be supported under the Comprehensive Plan. If this property were to be rezoned, it would be considered spot zoning.

The Board discussed the application and decided they are not in favor of rezoning this property.

2. 1833 Penfield Road Change of Use Application – Costello
Jim Costello said the application is under review for a change of use at 1833 Penfield Road. The applicant has submitted a letter of intent stating the business will consist of buying and selling
jewelry, coins, gold and silver. The applicant is currently running similar businesses in Chili and Henrietta.

Supervisor LaFountain said we want to make sure this doesn’t become a pawn shop.

Costello said there are additional state requirements for operating pawn shops. He will meet with the owners to get more background on their business intentions. He will also visit the other stores to evaluate their operations.

The Board will discuss this application again at the next Work Session on August 24, 2011.

3. Standard Contractor’s Questionnaire – Staff
Supervisor LaFountain said a Public Hearing was held regarding this questionnaire on August 3, 2011. Many communities and the County of Monroe have already added similar questionnaires for projects over $100,000. We are trying to do everything we can to protect the Town and our taxpayers.

Geoff Benway stated there is a document A305 which is similar to our questionnaire. This contains information regarding the two (2) lowest bidders. Question 16 asks if any officer or owner of the company is an elected or appointed official of the County. Should this be changed to read Penfield, Monroe County or New York State? We want to avoid any potential conflicts of interest.

Councilwoman Metzler said we should change that to read municipality.

Benway said he will make that change.

Supervisor LaFountain said does this document complement or is it being redundant to our current questionnaire?

Benway said we can modify it within our standard document. We will want to include this with the spec books in the future.

Supervisor LaFountain asked Benway to make the changes as discussed. A Resolution will be submitted at the next Legislative Session on August 17, 2011.

4. Penbrooke Meadows Building Modifications – Costello
Mark Valentine stated that he has spoken with Motion Architects who will be working with Penbrooke Apartments. They are interested in converting outside storage areas to additional living space. There are currently five (5) storage units they are asking to convert. They would like to remodel and open up these storage units to add light and space to the existing living area on the attached units. They will need to tear down and rebuild the structures, but they intend to remain within the original footprint of the structure.
Councilman Quinn asked if the existing residents are aware of this potential project?

Valentine said yes they are aware as they have requested the additional living space.

Councilman Quinn asked how many units will this potentially affect?

Jim Costello said we may want to look at the entire complex first before giving approval for only one area.

Supervisor LaFountain said we want to make sure they are not altering the original layout of the properties. We do not want to increase the size of the living space to where a variance would be required. Converting storage space to living space within the original footprint would be acceptable. We would like to see a schedule with the overall potential numbers. We also want to make sure there are no setback violations.

Costello and Valentine will get the additional information to the Board.

5. Request for Private Drive Width Waiver at 2060 Watson Hulburt Road – Costello

Geoff Benway submitted a letter to the Board detailing the request for a waiver at 2060 Watson Hulburt Road. The driveway is 823 feet long. The Town specifications require a width of 16 feet for any driveway over 100 feet in length. This standard is to accommodate the requirements of emergency vehicles.

Jim Costello said the driveway was constructed prior to submitting the site plan.

Benway said the New York State Fire Code requires a turn out on any driveway over 500 ft. The owner is willing to follow the New York State Fire Code. The applicant will add two (2) turn outs. PRC discussed this option and feels it is reasonable. Other towns do not have special requirements for long driveways, they follow the New York State Fire Code.

Supervisor LaFountain stated that the Town Spec Book allows 12 ft. width for up to 100 ft. length. For driveways over 100 ft. length a 16 ft. width is required. PRC was okay with allowing this exception as long as the property remains a Single Family residence.

Jim Costello said the driveway is currently a 12ft wide and covered with stone.

The Board agreed they are okay with the 12 ft width. The waiver will be granted.
Public Works
1. Sidewalk Waiver Request 667/673 Panorama Trail West – Valentine

Mark Valentine said this property is the Penfield Racquet Club owned by Alan Hanford. He recently purchased the property to the south of his existing business. He wants to demolish the building and expand the parking lot. The Town’s current sidewalk policy would require sidewalks along the frontage of the property from Panorama Trail to the racquet club. PRC has discussed this requirement and feels that a waiver should be granted as sidewalks are not needed along the parking lot.

The Board agreed and a waiver will be issued.

Public Safety – None

Community Services – None

VII. INFORMATIONAL ITEMS

Law and Finance
1. Status of Jomanda Way – Benway/Costello

Jim Costello met with the bond agency and submitted an amortization table and schedule of payments for the Boards review. The homeowners association will have $36,000 in funding by the end of this year to cover the engineering, legal and subdivision maps for this project. Costello will again contact the one resident who had signed the petition and then crossed off her name. The total costs will be divided out by the number of residents and spread the cost over 15 years which is the life expectancy of the road.

Geoff Benway said the project would be started in 2012. The estimated cost per resident is $2,029 per year and may be reduced based on interest rates.

Costello will meet with Mrs. Rivers, the one undecided resident, and finalize the costs. This will be discussed at the next Work Session on August 24, 2011.

Public Works
1. 2011 Drainage Project Update – Benway

Geoff Benway has updated the expenses from the drainage levy and included it with his monthly report. He is meeting with Ronnie Williams from the Highway Department weekly regarding drainage calls.

He would like to purchase the rubber pads that are used to clean swales as part of the capital program this year. When we cleaned Cranberry Cove last year, we borrowed rubber pads from the Town of Webster and it reduced lawn damage. These will improve our ditch cleaning efforts.
He would also like to add a regular winter project to the drainage work. It is easier to dig in the winter and material can be removed from a pond without as much of a concern for odor. The deeper we can dig the pond, the cleaner it will remain.

Benway would like to set up a Public Information Meeting for Silverwoods in September after the Watershed Management Committee meeting.

Supervisor LaFountain asked that the BME have the plans ready including a map of the area as a visual to the residents of the Silverwoods. After the project is completed a final grade and seed will be done in the Spring. This is an ongoing effort. We are determining the most effective way to maintain water quality and storm water management for the 100 plus ponds the Town owns.

Councilwoman Metzler asked that Silverwoods be added as an agenda item for the next Watershed Management Committee meeting in September.

Supervisor LaFountain said that the Public Information meeting for Silverwoods can be held after the Watershed Management Committee meeting on September 12, 2011. He asked Benway to get the notice out next week and we will mention it at the Town Board Legislative Session on August 17, 2011.

Public Safety - None
Community Services - None

VIII. HELD ITEMS
  1. Pond Ownership - Staff - Not discussed
  2. Bay Breeze Estates Sec. III Right-of-Way - Costello - Not discussed

IX. Old Business - None

X. New Business - None

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

XII. Adjournment - Supervisor LaFountain adjourned the Work Session at 7:58 PM.