

# MEMORANDUM

**TO:** William Smith, Supervisor  
& Pittsford Town Board Members  
**FROM:** Molly Gaudioso, AICP  
Katie Darcy, AICP & Grace DeSantis  
Barton & Loguidice, DPC  
**RE:** Zoning Code (Chapter 185) Assessment  
**DATE:** **August 25, 2021**

This memorandum serves as a formal assessment of the Town's Zoning Code (Chapter 185). The purpose of this assessment is to:

- Summarize the background and driving factors of this code update effort;
- Identify preliminary code recommendations, issues, and opportunities;
- Facilitate a common understanding of proposed solutions and anticipated zoning code amendments; and
- Guide our approach as we begin to review and revise specific zoning code sections.

We applaud the Town not only on your strong track record of planning for the future, but also for undertaking this effort to ensure your land use regulations are consistent with your vision. The Town's zoning code, in its most current form, was adopted in 1992 and updated in its entirety again in 2012. Since that time the code has generally been updated in a piecemeal fashion (most recently in June 2020), responding to development trends and changing community preferences. While the Town's zoning code does address modern land use practices, it lacks a cohesive approach to future development and contains some regulations that are in conflict with the goals and recommendations of recent planning initiatives. This comprehensive zoning code update will help to align the Town's land use regulations with your most current development vision and better guide public and private investment to achieve success in implementation. Additional goals for this effort include addressing outdated requirements, strengthening design guidance, and creating a more user-friendly code.

Included in this assessment are summaries of recommendations and considerations identified in the Town's previously completed plans and studies, as well as an overview of preliminary code issues and opportunities identified by our team. These observations are based upon our years of experience as zoning practitioners, knowledge of NYS Town Law, and understanding of best practices in modern development regulations. The final section of this assessment identifies anticipated revisions by code section, which are organized in the proposed revised code outline.

In addition to the direction provided by the Town's plans and studies and our observations, we will continue to solicit and consider input from the public on code related thoughts and concerns. To date we have received questions and comments via the:

- Public Zoning Workshop (Held March 13)
- Interactive Map on the Project Webpage (Open March 13 to May 24)
- Project Email ([zoningupdate@townofpittsford.org](mailto:zoningupdate@townofpittsford.org))
- Environmental Board (May 3)

Summaries of this public input are available on the project webpage under the "Your Input" tab (<https://bartonloguidice.mysocialpinpoint.com/town-of-pittsford/your-input>). As additional feedback is obtained throughout this process, these summaries will be updated to maintain a public record of feedback and facilitate a transparent process. We will highlight comments throughout this effort as they relate to the specific topic area or zoning code section under consideration at that time.

## PREVIOUS PLANS & STUDIES

Several community planning documents were completed since the last comprehensive code update effort, which include key zoning and land use recommendations. The three documents most relevant to this zoning code update effort include the:

- 2019 Comprehensive Plan
- 2019 Active Transportation Plan (ATP) & 2020 Supplement
- 2005 Town & Village Local Waterfront Revitalization Program (LWRP)

Each of the above documents outline revisions to zoning and land use regulations that are essential to the Town achieving its community vision and development goals. Key goals from these documents include, but are not limited to preserving open space and natural resources, enhancing waterfront uses, and establishing multi-modal networks. Below, we have summarized the most significant implications and recommendations from these plans for consideration as part of this effort.

### 2019 Comprehensive Plan

The Comprehensive Plan is a long-range planning document that speaks to development preferences of the community and the vision that the community has for future growth and changes within the Town. Per NYS Town Law §272-A, a community's land use regulations are required to be brought into conformance with any newly adopted or updated Comprehensive Plan. Therefore, it is necessary to review the goals and objectives of the existing Town Comprehensive Plan in order to understand what updates should be made to the code. The Town of Pittsford's Comprehensive Plan identifies four key goals:

- **Community Character:** "Maintain and enhance Pittsford's physical character and quality of life by managing future growth and development and protecting existing resources."
- **Mobility:** "Maintain and improve a balanced and efficient transportation system that provides choices, supports the Town's future land use plan, protects neighborhoods from adverse transportation effects and reinforces livability."
- **Healthy Living:** "Increase the use of parks and open space, and promote healthy living through an interconnected network of parks, trails, and open spaces, and by promoting practical policies for sustainability and resiliency that have community support and that provide a net community benefit."
- **Partnerships:** "Continue to pursue partnerships and collaborative efforts with residents, community and business organizations, state and local agencies, and neighboring municipalities."

The bulk of the Plan's zoning and land use recommendations are identified within the Community Character and Healthy Living goal frameworks. Since the Comprehensive Plan was updated in 2019, the Town has implemented some recommendations by amending two sections of the zoning code: Article VIII – RRAA Rural Residential District and Article XI – Light Industrial District.

It should be noted that not all recommendations may be addressed as part of this update. Some amendments may also vary in implementation as technical solutions are considered. Potential revisions, however, will remain consistent with the overall intent and direction of the Plan.

Topic	Recommendation	
Goal Framework: Community Character		Page
Future Land Use	Update the Zoning Map to align with the Future Land Use Map NOTE: This map identifies existing land uses by their classification under NYS Real Property Tax Data. District amendments will be informed by this map, but may not align exactly as the Town's future land use vision is further evaluated)	33
Residential	Incorporate cluster development practices into the current zoning standards	34
	Amend cluster development standards to: <ul style="list-style-type: none"> <li>Include design and layout requirements</li> <li>Expand upon open space objectives</li> <li>Require landscape buffers between clusters and major roads</li> </ul>	35
	Require landscaped buffers between residential developments and major corridors	36
	Require residential development in the south of Pittsford to conform to the RRSP zoning requirements	
	Extend the locations of the RRSP district	
	Rezone golf courses to RRAA district NOTE: In an amendment to the zoning code, golf courses were added as an allowable use. However, the Zoning Map has not yet been amended to rezone existing golf courses.	
	Adopt hillside development standards	
	Review RN districts and Residential Design Guidelines to ensure they meet the Town's goals and objectives	
	Consider implementing a residential or floating zoning district that accommodates senior living options, such as multi-family dwellings arranged as individual units	37
Commercial & Mixed Use	Focus future development near established commercial areas	38
	Require building facades to have abundant windows and entrances	
	Require open space buffers between incompatible uses	
	Require a pedestrian path from the street to the building when a parking lot is located between commercial buildings and the street	
	Reduce minimum lot widths	39
	Strengthen signage provisions	
	Require a minimum window coverage on facades	
	Prohibit parking lots between a building's façade and Monroe Ave	
	Create design standards and requirements for pedestrian paths to building entrances and between adjacent parking lots	
	Create landscape design requirements	
	Create architectural standards	

Topic	Recommendation	
Goal Framework: Community Character (Continued)		Page
Monroe Avenue Corridor  (Brighton to French Rd)	Update the design guidelines to: <ul style="list-style-type: none"> <li>▪ Include landscaping and buffering requirements for projects</li> <li>▪ Require frontage landscaping</li> <li>▪ Require buffering of natural and residential areas</li> <li>▪ Include walkability standards</li> </ul>	40
	Convert design guidelines to standards; where necessary and/or desired	
	Develop design standards for commercial areas consistent with the ATP	
	Require that development applications address traffic impacts	
	Require street-oriented buildings	
	Allow for vertical mixing of uses (within one building) and residential development between Clover Street and French Road	
Monroe Ave Transitional Zone (MATZ)  (French Rd to Canal)	Include buffering, landscaping, lighting, gateway features, and pedestrian paths along Monroe Ave in the MATZ PUD	40
	Reduce development thresholds in the MATZ PUD	
	Require that project plans in the MATZ PUD address traffic impacts in the MATZ	
Scenic Corridors & Viewsheds	Adopt a Scenic Resources Overlay District	44
	Require a buffer around PDR lands	
Natural Resources	Incorporate green infrastructure standards	50
	Update existing water resource management ordinances	
	Require that Erosion/Stormwater Control Plans conform to State standards	
	Limit development on scenic topographic features	
	Adopt dark sky lighting standards	
Agricultural	Ensure that the cluster zoning requirements in residential open space zoning regulations prioritize the protection of farmlands	52
Open Spaces	Utilize cluster zoning to create connected open space areas	53
Goal Framework: Healthy Living		Page
Clean Energy	Ensure existing incentive zoning rules encourage sustainable building	57
	Ensure design guidelines allow for non-traditional, sustainable features and materials	

## 2019 Active Transportation Plan (ATP) & 2020 Supplement

Transportation networks and land uses are inherently interconnected, which is why the 2019 ATP is another key planning document for the zoning code update. The ATP's key goals include the following:

- Create a bicycle and pedestrian transportation network that connects residential, commercial, and community uses
- Slow traffic entering Village areas
- Connect the southern portion of the Town to the Village and Monroe Ave commercial areas through a multi-modal transportation network
- Encourage commuting by foot and bicycle
- Increase driver awareness of pedestrians and bicyclists

While the 2019 ATP specifically addresses transportation and connectivity concerns within the Town, many of the solutions to these concerns are dependent upon the development regulations for private property contained in the zoning code. The list below describes the ATP's specific zoning and land use recommendations.

- Reduce off-street parking requirements (p. 89)
- Include bike parking requirements for private developments (p. 89)
- Include on-site and off-site pedestrian and bicycle infrastructure as a community benefit in incentive zoning provisions (p. 90)

## 2005 Local Waterfront Revitalization Plan (LWRP)

The intention of an LWRP is to protect and enhance waterfront amenities and direct waterfront development. The Town and Village of Pittsford LWRP boundary generally covers the extent of the Erie Canal and adjacent land area. The 14 policies established in the LWRP include:

- Develop community character, strategize beneficial waterfront development, preserve natural areas, and improve canal corridor infrastructure and amenities
- Preserve historic, coastal resources
- Enhance and protect scenic resources
- Minimize loss from flooding and erosion
- Improve water resources
- Restore ecological resources
- Improve waterfront air quality
- Reduce the negative environmental impact of solid waste and hazardous substances
- Increase public access to the waterfront
- Encourage water-dependent uses
- Promote sustainable use of marine wildlife
- Protect agricultural land
- Develop energy and mineral resources and use them sustainably

It is important to note that this effort will also be subject to local waterfront consistency review, as outlined in the LWRP and required by Article XIVA for actions affecting the Local Waterfront Overlay District.

The list below identifies the LWRP's zoning and land use recommendations. Since the LWRP was adopted in 2005, some of the recommendations have already been incorporated into the current zoning code.

- Require that open space is an integral design component through buffer areas, cluster development, incentive zoning, and TDR (p. III-5)
- Establish an overlay zone to protect water resources (p. III-21)
- Create a canal corridor LWRP Zoning Overlay District (p. V-3)

NOTE: This has been achieved in the current zoning code.

- Adopt consistency laws (p. V-4)

NOTE: This has been achieved in the current zoning code.

- Encourage adaptive reuse of historic structures through flexible zoning rules (p. V-8)

## KEY ISSUES & OPPORTUNITIES

We have noted a series of issues and opportunities within the existing code as a part of our preliminary review. These can be grouped into three categories: Zoning Districts, Development Standards, and Administration and Review Procedures. Our review for each of these categories is based on the organization and content of existing regulations. A summary of both the identified issues, as well as the opportunities to address them, is presented on the following pages.

### Zoning Districts

#### ISSUES

- Use lists are cumbersome to get through as they span many pages and are cumulative (Residential uses permitted in C-2 District referenced as uses permitted in the B Residential District); Makes it difficult to compare permitted uses and lot requirements across districts
- Use lists are missing some new and up-and-coming uses; Some utilize outdated terminology
- Bulk and dimensional requirements are also presented in cumbersome list format; Some minimum setback and lot size requirements may be too large to facilitate desired development patterns in commercial areas and along major corridors
- Planned Unit Development District, Cluster Development, and Incentive Zoning tools may be redundant, depending upon application
- Conflicting definitions and use of terms "setback," "buffer," and "yard area"

#### OPPORTUNITIES

- Use plain English (reduce "legalese" where appropriate) to facilitate a common understanding of requirements for all users of the code (applies across all code topic areas)
- Reformat district use, building, and lot requirements to table format for ease of reference
- Adjust district building and lot requirements to align with desired character of neighborhoods, commercial corridors, and activity centers as identified in Town Plans
- Allow for vertical and horizontal mixing of uses, where appropriate, to increase economic opportunity and maximize use of land

- Review the zoning map alongside Comprehensive Plan future land use map to ensure each district is properly sited in accordance with its stated purpose, use, design, and character; Major district boundary shifts are not anticipated, but the deletion or creation of new districts will be considered as appropriate

## Development Standards

### ISSUES

- Parking and landscaping requirements are listed under each zoning district and in separate articles, creating opportunity for conflicting provisions and confusion; This also increases the potential for certain requirements to be overlooked
- Some districts contain building and site design criteria that may be desirable to apply Town-wide; This location and application limits their potential to guide overall development
- The residential and Monroe Avenue design guideline documents are not formally incorporated into zoning code, which may make enforcement difficult
- There are minimal green infrastructure and sustainable development standards provided within the code
- Parking requirements lack direction for pedestrian and bicyclist accommodations and generally follow a more auto-dominant, suburban standard which is contrary to the direction of the ATP and Comprehensive Plan
- Design Review and Historic Preservation Board standards are vague and causing issues when taken too literally

### OPPORTUNITIES

- Expand upon design requirements and expectations for parking, landscaping, buildings, sites, and signs to set clear baseline standard for quality of future investment; Include specific measureable provisions for ease of applicability and enforcement
- Ensure parking requirements balance vehicular, pedestrian, and bicyclist connections; Encourage shared/joint parking, minimum curbcuts, and adapt parking provisions to reduce auto-dominant development patterns
- Expand landscaping provisions to serve as more than just buffering and screening requirements; Enhance regulations to develop cohesive landscape treatments sitewide
- Relate private property development provisions to public realm to ensure future investment positively contributes to the overall streetscape
- Expand use of graphics and sketches to demonstrate various design and development requirements; Utilize design context from Comprehensive Plan
- Codify and expand upon existing residential and Monroe Avenue design guidelines

## Administrative & Review Procedures

### ISSUES

- Review procedures are scattered throughout code for various development applications; Creates potential for conflicting provisions and confusion regarding required process
- Potential for conflict and legal challenge in dividing special use permit review between Planning Board and Zoning Board of Appeals; Particularly where Planning Board has final decision authority on site plan, but ZBA has final decision authority on special use permit
- Planning Board and Design Review and Historic Preservation Board may have overlapping roles with respect to site plan review



- The role of the Environmental Board and Parks and Recreation Board with respect to administering the zoning code is unclear
- Site plan review lacks clear, definitive review criteria
- Definitions section is missing many standard and important terms that support the administration and enforcement of zoning; Also includes outdated and irrelevant terms

## OPPORTUNITIES

- Remove unnecessary regulatory barriers; Implement administrative review option where code standards alone apply (e.g. no discretionary components requiring review board determinations)
- Create flowcharts of required review procedures for use by applicants, Town staff, and review board members
- Clarify roles and responsibilities of all review boards to reduce potential for conflicting decisions and inefficiencies in process
- Ensure all development review procedures are consistent with the requirements of NYS Law, including public hearings, notices, referrals, and review board authority
- Balance code requirements with review board discretion to build flexibility into the code and increase ability of code to respond to new uses and future development practices
- Update definitions to reflect standard uses and terminology; Remove old/irrelevant terms and add new terms as necessary

## ANTICIPATED REVISIONS BY SECTION

The specific language and content of revisions to the zoning code will ultimately be determined as this project progresses through discussions with the Town Board and feedback from the public. However, we have provided a preliminary outline of our approach and anticipated amendments in the tables on the following pages. Over the next several months, we will begin to work our way through the regulations in the following order:



We begin the process with Parts 2 and 3 because the content of those sections directs the necessary updates and revisions to Parts 1 and 4. For example, we won't know the extent of revisions needed to code definitions in Part 1 until the bulk of the revised zoning code has been developed. The content of each Part is further outlined in the tables on the following pages. It should be noted that there are several chapters of the Town Code outside of zoning that may be impacted by or relevant to this update. These chapters include, but are not limited to:

- Chapter 1. General Provisions
- Chapter 64. Building Construction and Maintenance
- Chapter 95. Flood Damage Prevention
- Chapter 127. Stormwater Management and Erosion and Sediment Control
- Chapter 148. Vehicles, Storage Of
- Chapter 165. Right to Farm
- Chapter 175. Subdivision of Land

No revisions to these chapters are anticipated at this time. They are noted in the tables for ease of reference only.



## Part 1. Introductory Provisions

PROPOSED OUTLINE	EXISTING PROVISIONS & REGULATIONS	ANTICIPATED REVISIONS
<b>Article 10. Establishment</b>		
	§185-1 Title, purpose and intent §185-2 Applicability §185-3 Compliance required §185-4 Construal of provisions  <i>Reference Chapter:            Chapter 1 – Article I. Adoption of Code</i>	<ul style="list-style-type: none"> <li>Refine and update establishment language for NYS Law consistency</li> <li>Add purpose and intent section relating code to Town plans and studies</li> </ul>
<b>Article 11. Zoning Map</b>		
	§185-5 Official Zoning Map	<ul style="list-style-type: none"> <li>Amend to reflect new district framework</li> </ul>
<b>Article 12. Administration &amp; Enforcement</b>		
	§185-6 Administration; fees §185-7 Penalties for offenses §185-202 Penalties for offenses §185-244 Penalty for violation or cancellation  <i>Chapter 64. Building Construction</i>	<ul style="list-style-type: none"> <li>Update for consistency with NYS Law and current Town practice</li> <li>Consolidate penalties across the code</li> <li>Set up “Fee Schedule” outside of code to simplify fee amendment process</li> </ul>
<b>Article 13. Town Board</b>		
	--	<ul style="list-style-type: none"> <li>Articulate powers/duties of the Town Board as related to the administration of the zoning code</li> </ul>
<b>Article 14. Planning Board</b>		
	Article XIX. Planning Board	<ul style="list-style-type: none"> <li>Review for consistency with NYS Law</li> <li>Clarify powers and duties</li> <li>Consider adding residency requirement</li> </ul>
<b>Article 15. Zoning Board of Appeals</b>		
	Article XX. Zoning Board of Appeals	<ul style="list-style-type: none"> <li>Review for consistency with NYS Law</li> <li>Clarify powers and duties</li> <li>Consider adding residency requirement</li> </ul>
<b>Article 16. Design Review &amp; Historic Preservation Board</b>		
	Article XXI. Design Review and Historic Preservation Board	<ul style="list-style-type: none"> <li>Review for consistency with NYS Law</li> <li>Consider adding residency requirement</li> </ul>
<b>Article 17. Environmental Board</b>		
	Article XXIII. Environmental Board	<ul style="list-style-type: none"> <li>Review for consistency with NYS Law</li> <li>Clarify role in administering zoning code</li> <li>Consider adding residency requirement</li> </ul>
<b>Article 18. Parks and Recreation Board</b>		
	Article XXIV. Parks and Recreation Board	<ul style="list-style-type: none"> <li>Review for consistency with NYS Law</li> <li>Clarify role in administering zoning code</li> <li>Consider adding residency requirement</li> </ul>
<b>Article 19. Terminology</b>		
	Article II. Terminology	<ul style="list-style-type: none"> <li>Add, remove, and revise definitions, as necessary</li> <li>Relocate definitions scattered throughout other sections to this section, where appropriate</li> </ul>

## Part 2. District & Use Regulations

PROPOSED OUTLINE	EXISTING PROVISIONS & REGULATIONS	ANTICIPATED REVISIONS
<b>Article 20. Residential Districts</b>		
	Article IV. RN Residential Neighborhood District Article VII. B Residential District Article VIII. RRAA Rural Residential District Article VIIIA. Rural Residential South Pittsford (RRSP) Article IX. Suburban Residential District Article IXA. Monroe Avenue Transitional Zone (MATZ)	<ul style="list-style-type: none"> <li>Review and revise applicability and purpose of districts to ensure they are achieving intent (May remove, combine, or add new districts)</li> <li>Update permitted/specially permitted use lists</li> <li>Address Plan recommendations for varied housing types (senior, multi-family, etc.)</li> <li>Ensure dimensional and bulk requirements fit existing and desired development patterns</li> <li>Adapt tables and graphics of use, building, and lot requirements</li> <li>Reference development standards and additional use regulations, where applicable</li> <li>Consider future zoning of golf courses with respect to density and open space</li> </ul>
<b>Article 21. Mixed Use Districts</b>		
	Article X. Commercial District Article XA. C-2 Commercial District Article XII. High Technology & Office Park District Article XI. Light Industrial District	<ul style="list-style-type: none"> <li>Consider redefining districts to reflect modern practice of mixing compatible uses and ensure districts are achieving their intended purpose (May remove, combine, or add new districts)</li> <li>Update permitted/specially permitted use lists</li> <li>Address Plan recommendations for increased economic opportunity in activity centers</li> <li>Ensure dimensional and bulk requirements fit desired development pattern and character</li> <li>Create tables and graphics of use, building, and lot requirements</li> <li>Reference development standards and additional use regulations, where applicable</li> </ul>
<b>Article 22. Agricultural Districts</b>		
	Article III. Agricultural Zone  <i>Reference Chapter: Chapter 165. Right to Farm</i>	<ul style="list-style-type: none"> <li>Update permitted/specially permitted use lists</li> <li>Ensure dimensional and bulk requirements fit desired rural character</li> <li>Create tables and graphics of use, building, and lot requirements</li> <li>Reference development standards and additional use regulations, where applicable</li> </ul>
<b>Article 23. Special Purpose &amp; Overlay Districts</b>		
	Article XIVA. Local Waterfront Overlay District  <i>Reference Chapter: Chapter 95. Flood Damage Prevention</i>	<ul style="list-style-type: none"> <li>Clarify applicability of LWOD</li> <li>Include floodplain areas on map for visual connection to Chapter 95</li> <li>Consider creating an Open Space District to identify greenprint properties, parks, and other undeveloped areas where development is not desired</li> <li>Consider applying Historic Overlay Districts where historic preservation is desired</li> <li>Consider implementing an Access Management Overlay District along Monroe Avenue</li> </ul>

PROPOSED OUTLINE	EXISTING PROVISIONS & REGULATIONS	ANTICIPATED REVISIONS
<b>Article 24. Additional Use Regulations</b>		
	§185-110 Prohibited activities §185-111 Condominiums §185-113 Accessory uses and structures §185-114 Sale of produce in residential districts §185-115 Outdoor storage §185-116 Keeping of horses §185-119 Swimming pools §185-120 Supplemental setback restrictions §185-121 Fences and hedges §185-124 Places of worship §185-126 Telecommunications towers §185-127 Satellite antennas §185-128 Amateur radio communications antennas §185-129 Types of single-and two-family dwellings §185-130 Amusement centers and devices §185-130.1 Mining and excavations §185-131 Ponds §185-132 Chimney guards §185-133 Schools	<ul style="list-style-type: none"> <li>• Update list of uses to include modern uses which may warrant additional requirements to mitigate potential negative impacts. These uses may include, but are not limited to:               <ul style="list-style-type: none"> <li>– Gas stations</li> <li>– Breweries</li> <li>– Agritourism uses</li> <li>– Accessory dwelling units/In-law apartments</li> <li>– AirB&amp;Bs/Short-term rentals</li> <li>– Home occupations</li> <li>– Chickens</li> </ul> </li> <li>• Consider desirability of allowing and regulating marijuana and cannabis operations</li> <li>• Create clear listing of accessory uses and structures and their associated regulations</li> <li>• Include small-scale solar regulations, as an accessory use (e.g. rooftop solar)</li> <li>• Consider small-scale wind regulations, as an accessory use</li> </ul> <p>NOTE: At this time, large-scale alternative energy and 5G/LTE provisions are not included in the scope of this update. These uses typically require more in-depth guidance that is better addressed in a separate, stand-alone Chapter.</p>
<b>Article 25. Planned Development Districts</b>		
	Article XIV. Planned Unit Development District	<ul style="list-style-type: none"> <li>• Clarify district applicability and eligibility</li> <li>• Consider contrast and/or redundancy between Planned Development and Incentive Zoning</li> </ul>
<b>Article 26. Incentive Zoning</b>		
	Article XXXIII. Incentive Zoning	<ul style="list-style-type: none"> <li>• Clarify district applicability and eligibility</li> <li>• Consider contrast and/or redundancy between Planned Development and Incentive Zoning</li> <li>• Ensure community benefits and requirements identified reflect vision and goals of Town Plans</li> </ul>

## Part 3. Development Standards

PROPOSED OUTLINE	EXISTING PROVISIONS & REGULATIONS	ANTICIPATED REVISIONS
<b>Article 30. Residential Design</b>		
	Town of Pittsford Residential Design Standards and Guidelines (including Residential Styles Guide)	<ul style="list-style-type: none"> <li>• Directly incorporate residential design standards and guidelines</li> <li>• Increase enforceability of design requirements</li> <li>• Review and revise applicability of standards to reflect existing and desired development patterns and character</li> </ul>
<b>Article 31. Nonresidential Design</b>		
	Town of Pittsford Monroe Avenue Design Guidelines	<ul style="list-style-type: none"> <li>• Directly incorporate Monroe Avenue design guidelines</li> <li>• Increase enforceability of design requirements</li> <li>• Develop Town-wide nonresidential design standards including desired building design criteria outlined in the Comprehensive Plan</li> <li>• Ensure regulations relate private realm design expectations with public realm and streetscape elements (walkability, traffic-calming, etc.)</li> <li>• Create graphics to illustrate new design requirements</li> <li>• Consider adding outdoor lighting provisions and promote dark sky compliance</li> <li>• Provide flexibility in standards to address context of applications during review process</li> </ul>
<b>Article 32. Off-Street Parking, Circulation &amp; Access</b>		
	<p>§185-39.7 Additional requirements for MATZ properties</p> <p>§185-45 Parking areas</p> <p>§185-46.6 Performance standards</p> <p>§185-59 Parking, loading space and area requirements</p> <p>§185-122 Private roads and common driveways</p> <p>§185-123 Driveways in public right-of-way</p> <p><i>Reference Chapter: Chapter 148. Vehicles, Storage Of</i></p>	<ul style="list-style-type: none"> <li>• Consolidate regulations into one section</li> <li>• Adjust parking requirements to reduce auto-dominate land use patterns</li> <li>• Follow NYSEDA recommendations for regulating parking and paved areas</li> <li>• Consider a “district based” parking standard</li> <li>• Enhance parking and loading design standards</li> <li>• Add bicycle parking requirements</li> <li>• Include provisions for access management control</li> <li>• Encourage shared and/or joint parking facilities</li> <li>• Require multi-modal connectivity both internally and externally to development sites</li> <li>• Create graphics to illustrate design requirements</li> </ul>
<b>Article 33. Landscaping &amp; Screening</b>		
	<p>§185-39.7 Additional requirements for MATZ properties</p> <p>§185-46.6 Performance standards</p> <p>§185-53 Performance standards</p>	<ul style="list-style-type: none"> <li>• Consolidate regulations into one section</li> <li>• Set base standard for all development to apply Town-wide</li> <li>• Increase specificity of landscaping and screening provisions, including perimeter and building foundation plantings</li> <li>• Specify appropriate plant species</li> <li>• Incorporate landscape plan as part of site plan review</li> <li>• Encourage or require green infrastructure and sustainable/climate change resiliency practices</li> </ul>

**Article 34. Signage**

Article XVIII. Signs, Awnings, and Canopies  
§185-73 Signs, awnings and canopies

- Consolidate all regulations into one section
- Revise regulations to ensure a content neutral approach (First Amendment protections)
- Utilize revised district framework to regulate signage by location, size, design, and type

**Article 35. Open Space & Land Conservation**

§185-31 Development of 10 acres or more  
§185-32 Rural conservation sites in private ownership (also §185-33.7 and 38)  
§185-33.6 Residential development of 20 acres or more  
§185-36 Cluster development  
§185-125 Recreational land and open space required  
Article XXXIV. Land Acquisition

- Consolidate all open space, land conservation, and land dedication provisions in one section
- Establish consistency of standards and practices across all districts
- Align with open space and land use preservation goals of Town Plans
- Expand upon existing open space objectives
- Include regulations limiting cut and fill for hillside developments

**Article 36. Stormwater Management**

*Reference Chapter:  
Chapter 127. Stormwater Management and  
Erosion and Sediment Control*

- Review for consistency with revised zoning code

## Part 4. Application & Review Procedures

PROPOSED OUTLINE	EXISTING PROVISIONS & REGULATIONS	ANTICIPATED REVISIONS
<b>Article 40. General Application Procedures</b>		
	§185-75 Application procedure; zoning approval process §185-171 Application §185-186 Permit application process §185-191 Preliminary application submission requirements §185-193 Final site plan application and approval §185-198 Application procedure §185-206 Time for decision §64-7 Applications for building permits §64-9 Action on application for building permit §64-43 Application procedure	<ul style="list-style-type: none"> <li>Establish clear, consistent steps for the processing of applications</li> <li>Consider areas where development review procedures may be streamlined or simplified</li> <li>Reduce potential for conflict and contradictory decisions where more than one review board is involved</li> <li>Ensure code language is legally sound with respect to defining "complete applications"</li> <li>Ensure NYS Town Law public hearing and referral requirements are met and referenced accordingly</li> <li>Create procedural flowcharts</li> </ul>
<b>Article 41. Building &amp; Zoning Permits</b>		
	<i>Reference Chapter: Chapter 64. Building Construction</i>	<ul style="list-style-type: none"> <li>Review for consistency with revised zoning code</li> </ul>
<b>Article 42. Site Plan Review</b>		
	Article XXIX. Site Plan Approval Article XXXI. Design Review	<ul style="list-style-type: none"> <li>Review triggers for site plan; create table for ease of reference</li> <li>Incorporate Town-wide design review practices in site plan review process</li> <li>Consider consolidating preliminary and final site plan steps (as in §185-195)</li> <li>Consider major/minor approach to remove unnecessary burdens on small applications</li> <li>Establish clear review procedures and criteria</li> <li>Update application requirements, as necessary</li> </ul>
<b>Article 43. Special Use &amp; Temporary Use Permits</b>		
	Article XXV. Special Use Permits Article XXVII. Temporary Activity Permit	<ul style="list-style-type: none"> <li>Clarify roles of planning board and zoning board in the approval of special use permits</li> <li>Ensure process is sound for applications where site plan review may not be relevant</li> <li>Establish clear review procedures and criteria</li> <li>Update application requirements, as necessary</li> <li>Incorporate temporary permit provisions; revise to fit new format, as necessary</li> </ul>
<b>Article 44. Certificates of Appropriateness &amp; Historic Designation</b>		
	Article XXX. Landmarks, Historic Districts and Certificates of Appropriateness Article XXXI. Design Review Standards and Guidelines for Certificates of Appropriateness (2011)	<ul style="list-style-type: none"> <li>Ensure consistency with NYS Historic Preservation Law best practice</li> <li>Clarify where certificates of appropriateness are required and how they fit into the overall development review process (e.g. with Planning Board and ZBA)</li> </ul>
<b>Article 45. Subdivision</b>		
	<i>Reference Chapter: Chapter 175. Subdivision</i>	<ul style="list-style-type: none"> <li>Review for consistency with revised zoning code</li> </ul>

PROPOSED OUTLINE	EXISTING PROVISIONS & REGULATIONS	ANTICIPATED REVISIONS
<b>Article 46. Planned Development Districts</b>		
	Article XIV. Planned Unit Development District	<ul style="list-style-type: none"> <li>Clarify planned development review procedures and relationship to subdivision and site plan review</li> </ul>
<b>Article 47. Land Acquisition, Alteration &amp; Drainage Permits</b>		
	Article XXXIV. Land Acquisition Article XXVIII. Landscape Alteration and Drainage Permits	<ul style="list-style-type: none"> <li>Incorporate required land acquisition and alteration approval procedures</li> <li>Ensure regulations align with relevant Development Standard sections in Part 3</li> </ul>
<b>Article 48. Variances, Appeals &amp; Amendments (Re-Zonings)</b>		
	Article XXVI. Variances *Various Zoning Code "Appeals" sections  <i>Reference Chapters: Chapter 64 - Article IX. Appeals Chapter 1. General Provisions – Article I. Adoption of Code</i>	<ul style="list-style-type: none"> <li>Ensure consistency with NYS Law; Defer to state regulation as applicable</li> <li>Review existing chapters for consistency with revised zoning code</li> </ul>
<b>Article 49. Nonconformities</b>		
	Article XXXII. Nonconforming Structures and Uses	<ul style="list-style-type: none"> <li>Amend nonconforming provisions for uses and structures as desired</li> <li>Consider amortization provisions for nonconforming properties where compliance in the near term is desired</li> </ul>