

PLANNING BOARD
TOWN OF BRIGHTON
MEETING OF JULY 17, 2024
Brighton Town Hall
2300 Elmwood Avenue

Written comments may be submitted to Jason Haremza, Executive Secretary, Brighton Town Hall, 2300 Elmwood Avenue, Rochester, NY 14618 via standard mail and/or via e-mail to jason.haremza@townofbrighton.org.

Applications subject to public hearings and the documents to be considered by the Board will be available for review on the town's website no later than twenty-four hours prior to the meeting to the extent practicable.

FINAL AGENDA

7PM

CHAIRPERSON: Call the meeting to order.

SECRETARY: Call the roll.

CHAIRPERSON: Agenda Review with Staff and Members.

CHAIRPERSON: Approval of 6-20-2024 minutes (if available)

CHAIRPERSON: Announce that the public hearings as advertised for the PLANNING BOARD in the Daily Record of 7-11-2024 will now be held.

PUBLIC HEARINGS:

Application Number: [7P-01-24](#)

OpenGov reference no: PB-24-19

Note: Due to the large size of many of the documents, the application materials have been divided into individual links. Please see below:

1. [Planning Board 6-20-2024 Action re: Preliminary Application, Staff Report, & Applicant's Response](#)
2. [Town Engineer 6-26-2024 Comments & Applicant's Response](#)
3. [Overall Site Plan](#)
4. [Site Rendering & Surrounding Area Rendering](#)
5. [Subdivision Plan & Detailed Site Plan](#)
6. [Existing Conditions](#)
7. [Utility, Grading, Net Pole, & Erosion Plans](#)

Final PB Agenda 7-17-2024

Page 1 of 3

8. [Landscape, Lighting, & Outfield Sign Plans](#)
9. [Wetland Permit Approval](#)
10. [Geotechnical Investigation](#)
11. [Conditional Use Permit application information](#)

0 East Henrietta Road

Immediately east of 335-345 Westfall Road (Costco) and 460 East Henrietta Road (former county facility). Tax ID parcels 149.06-1-3.11 and 149.06-1-3.12

Application of Westfall Brighton SRE, LLC, owner, and BME Associates, agent, for Final Subdivision Approval, Final Site Plan Approval and Final EPOD (woodlot) Permit Approval to combine two lots into one and construct a 48,282 +/- sf, 2-story golf and entertainment venue (TopGolf) with an outfield hitting area and other associated site improvements, and Conditional Use Permit Approval to allow for extended hours of operation, on property located south of Westfall Road, east of East Henrietta Road (CityGate), known as Tax ID parcels 149.06-1-3.11 and 149.06-1-3.12. All as described on application and plans on file.

Note: Applications 6P-NB1-24/PB-24-14 (Preliminary approval) and 7P-01-24/PB-24-19 (Final approval) are proposed to be combined into a single Preliminary/Final approval.

NEW BUSINESS:

Application Number: [6P-NB1-24](#)

OpenGov reference no: PB-24-14

0 East Henrietta Road

Immediately east of 335-345 Westfall Road (Costco) and 460 East Henrietta Road (former county facility). Tax ID parcels 149.06-1-3.11 and 149.06-1-3.12

Application of Westfall Brighton SRE, LLC, owner, and BME Associates, agent, for Preliminary Subdivision Approval, Preliminary Site Plan Approval and Preliminary EPOD (woodlot) Permit Approval to combine two lots into one and construct a 48,282 +/- sf, 2-story golf and entertainment venue (TopGolf) with an outfield hitting area and with other associated site improvements on property located south of Westfall Road, east of East Henrietta Road (CityGate), known as Tax ID parcels 149.06-1-3.11 and 149.06-1-3.12. All as described on application and plans on file. **TABLED AT THE JUNE 20, 2024 MEETING - PUBLIC HEARING REMAINS OPEN**

Note: Applications 6P-NB1-24 (Preliminary approval) and 7P-01-24 (Final approval) are proposed to be combined into a single Preliminary/Final approval.

Application Number: [7P-NB1-24](#)

OpenGov reference no: PB-24-18

2300 Elmwood Avenue

Review an advisory report regarding the Town of Brighton's proposal to renovate Town Hall, construct a small addition at the rear of the building, and reconfigure and improve pedestrian access and circulation, parking, landscaping and other site amenities on property located at 2300 Elmwood Avenue.

OLD BUSINESS:

NONE

PRESENTATIONS:

NONE

COMMUNICATIONS:

NONE

PETITIONS:

NONE

SIGNS:

Application Number: [SN-24-09](#)

1815 S. Clinton Ave, Suite 620

Carved painted HDU nonilluminated 24sqft eggplant sign for 'Flower City Medical Group' ARB recommended approval.

Application Number: [SN-24-14](#)

0 Henrietta Rd

Acrylic channel letters with an aluminum back and internal LED lights for 'TOPGOLF'. The shield logo sign is aluminum with an internal LED light. ARB recommended approval.

PLANNING BOARD REPORT

HEARING DATE: 7-17-2024

APPLICATION NO: 7P-01-24

OpenGov reference no: PB-24-18

LOCATION: [0 East Henrietta Road](#)

Immediately east of 335-345 Westfall Road (Costco) and 460 East Henrietta Road (former county facility). Tax ID parcels 149.06-1-3.11 and 149.06-1-3.12

APPLICATION SUMMARY: Application of Westfall Brighton SRE, LLC, owner, and BME Associates, agent, for Final Subdivision Approval, Final Site Plan Approval and Final EPOD (woodlot) Permit Approval to combine two lots into one and construct a 48,282 +/- sf, 2-story golf and entertainment venue (TopGolf) with an outfield hitting area and other associated site improvements, and Conditional Use Permit Approval to allow for extended hours of operation, on property located south of Westfall Road, east of East Henrietta Road (CityGate), known as Tax ID parcels 149.06-1-3.11 and 149.06-1-3.12. All as described on application and plans on file.

Note: The pending Preliminary Subdivision, Site Plan, and EPOD Permit Approval, (6P-NB1-24) has been combined with this Final Subdivision, Site Plan, and EPOD Permit Approval, and Conditional Use Permit Approval application.

COMMENTS

The Board may wish to consider the following comments when asking questions

BUILDING AND PLANNING:

1. The property is vacant land that is part of the CityGate development and had previously been part of the Monroe County Iola Campus. The site was originally developed between 1911 and 1931 as the Monroe County Tuberculosis Sanatorium.

The site was rezoned to General Commercial (BF-2) and is subject to an Incentive Zoning agreement by the Town Board on 5-8-2024.

2. A site plan drawing set, subdivision plan, engineer's report, stormwater pollution prevention plan (SWPPP), tree survey, building elevations, wetland permit approval, and geotechnical investigation, and conditional use permit supplemental information has been submitted.
3. The project was reviewed and approved by the Architectural Review Board (ARB) on 6-18-2024.
4. Monroe County provided comments dated 6-13-2024. Attached for reference.

5. Review of certain aspects of this project are particularly relevant to the Planning Board:
 - a. Pedestrian and bicycle access to the site and circulation within the site and, in coordination with the City of Rochester's review, the rest of the CityGate site immediately to the west. Please refer to the Conservation Board advisory comments from both the 6-11-2024 and 7-10-2024 meeting and letter from the City of Rochester Division of Zoning dated 6-20-2024.

Staff has noted that to encourage walking and biking, pedestrian and bicycle infrastructure should be designed with careful attention to detail. This includes how a sidewalk/pathway/space connects adjacent infrastructure and destinations, how it feels to a user, and how it functions year round.

A unique aspect of this project/site is a proposed hotel located approximately 800-900 feet southwest of the TopGolf facility. Given the stated geographic draw of TopGolf, it is reasonable to expect that a portion of patrons will stay at this hotel. Infrastructure that is designed to encourage them to walk this distance, rather than drive across the parking lots (as is common in many car-oriented developments) is of vital importance.

- b. Landscaping (including trees and the Woodlot EPOD).
6. The Planning Board should evaluate the applicant's 7-3-2024 response to the issues raised in #4 (included in the materials submitted for the 7-17-2024 meeting).
 - a. The applicant noted that the location of an existing stormwater management facility constrains the location of the sidewalk along the east-west access drive. However, if the 20-30' wide landscaped area in front of the proposed TopGolf building were reduced slightly, this could provide space for a more commodious sidewalk design. Further, the 5'6" wide sidewalk directly adjacent to the west curb of the parking area appear to have no such constraint to a more generous width. Per Section 205-24 of the Town of Brighton Code, where sidewalks occur in parking areas, parked vehicles shall not overhang the sidewalk unless an additional one foot of sidewalk is provided in order to accommodate such overhang. Further, per Section 217-12C of the Town of Brighton Code, the Planning Board review of a site plan shall include the following considerations:
 - i. Adequacy and arrangement of pedestrian traffic access and circulation, including separation of pedestrians from vehicular traffic, sidewalks, linkages, control of intersections with vehicular traffic and pedestrian convenience. See also Monroe County Department of Planning and Development (MCDPD) Comment 3.
 - b. The applicant noted that trees are not recommended over capped landfill areas. However, the north end of the site is not constrained by the landfill and there appear to be no constraints to adding additional trees to the 14 proposed. Per Section 217-12C of the Town of Brighton Code, the Planning Board review of a site plan shall include the following considerations:
 - i. Adequacy, type and arrangement of trees, shrubs and other landscaping constituting a visual and/or noise-detering buffer between the proposed use and adjoining uses or properties.

- c. The applicant noted that covered bicycle parking is not required by code. However, per Section 217-12C of the Town of Brighton Code, the Planning Board review of a site plan shall include the following considerations:
 - i. Location, arrangement, appearance and sufficiency of off-street parking and loading areas. *Note: For the purposes of site plan review, “sufficiency of off-street parking” applies to the parking of bicycles as well as the parking of motor vehicles.*
- 7. The bicycle rack included in the detail sheet is not acceptable. Town staff will provide details on bicycle rack design that is acceptable to the town.
- 8. It is the town’s understanding that the Monroe County Water Authority is requiring the installation of a gravel access road for the relocated sewer on the east side of the site. This access road is constrained by the TopGolf facility and the east property line. Thus, the required road requires a substantial retaining wall due to the site constraints.
 - a. Per Town of Brighton Code Section 205-18B: no parking, paved area or aisles shall be permitted in the front yard within 20 feet of the front property line nor within 10 feet of any lot line.
 - b. Per Town of Brighton Code Section 207-2B: In any side or rear yard, fences and walls, including all decorative features such as finials shall not exceed six feet six inches in height above grade. An area variance application shall be required for the proposed 12’ (plus railing) tall wall.
 - c. The entry point to this driveway is directly off what is likely to be a heavily used part of the parking lot immediately adjacent to the building. The applicant may wish to consider mountable curb and/or a gate for this driveway to prevent errant motorists from entering a narrow driveway that leads to nowhere.

Area variances will be required to waive the code sections referenced in 7a and 7b above.

- 9. Being a landlocked parcel yet one that will attract many customers and visitors, the address of the parcel should be carefully considered. The applicant should work with the Monroe County 911 Office to determine an address acceptable to all parties. See also MCDPD Comment 5.

TOWN ENGINEER: The applicant’s 7-3-2024 response to the Town Engineer’s 6-26-2024 comments dated 6-26-2024 were reviewed and found to be satisfactory to the Town Engineer with two minor exceptions: design details of the proposed retaining wall along the east property line and details related to lighting.

- 1. However, staff recommends that the Planning Board condition their approval on the following: The applicant shall provide retaining wall design and easement documentation to the satisfaction of the Town Engineer prior to the issuance of *any* permit (including but not limited to an Excavation and Clearing Permit) these issues are of a minor nature and do not present an impediment to Planning Board approval of the project.
- 2. The applicant has provided updated lighting details 7-16-2024. The Town Engineer shall review these details and confirm they are adequate prior to the issuance of a *building permit*.

SEWER DEPARTMENT:

The applicant should contact Tim Jason (tim.jason@townofbrighton.org 585-784-5289) in the Sewer Department with any questions on these comments, updated by the Sewer Department 7-16-2024.

1. A sewer permit is required.
2. A manhole is required where the 8" sanitary lateral ties into the new 21" sanitary main.
3. The 12" yard drain in the dumpster area cannot tie into the sanitary sewer.
4. Cleanouts shall be provided within 5' outside right-of-way or easement line and a maximum spacing of 75' between cleanouts thereafter up to the building.
5. A minimum of 4' coverage over sanitary sewers must be maintained.

CONSERVATION BOARD:

Advisory comments from 6-11-2024 meeting

1. Utilize native species for plantings
2. Avoid mowed grass where possible, utilize a low mow mix (i.e. clover)
3. Add additional large trees where possible
4. Provide a cover/roof for bike rack

Advisory comments from 7-10-2024 meeting

1. Provide a cover/roof for bike rack. Increase lighting around the bike rack(s). Consider using a 2 point contact bike rack (inverted U).
2. Reconsider parking configuration to maximize tree islands and provide safe, direct pedestrian and bike connections through parking lot and to canal trail and that is designed in such a way that encourages walking and bicycling.

CONDITIONAL USE PERMIT FINDINGS

Per Town of Brighton Code Section 203-84D, the BF-2 Zoning District allows businesses to operate until 12AM (midnight). While the proposed hours of operation were noted in the Environmental Assessment Form (EAF) reviewed by the Town Board in making their environmental determination, extended hours of operation were not specifically included in the Incentive Zoning agreement adopted by the Town Board. Therefore, the hours of operation of the underlying BF-2 zoning apply.

Per Section 203-84D, a business may apply for a conditional use permit to operate until 2AM. TopGolf has applied for a conditional use permit for hours of operation until 2AM. In determining whether to grant such a permit, and the conditions thereof, the Planning Board shall consider, among other factors:

1. The impacts of noise generated by such operation, both during hours of operation and from activities which normally take place prior to or following normal operating hours, such as cleaning, setup activities, trash disposal or bottle sorting; and/or
2. The impacts of light generated by the operation itself or the vehicles of customers or employees.
3. The proximity of the use to adjacent residential structures.

The nearest residential area is approximately 250 feet to the north of the TopGolf site, on the north side of Westfall Road in the City of Rochester.

4. The methods proposed by the applicant to mitigate the adverse effects of noise, litter, lighting and traffic upon the residential area.

Additional tall trees (upon maturity) at the north end of the site may mitigate adverse effects of noise and lighting upon the residential area. The 14 trees currently proposed (red oaks, white oaks, and maples) will reach heights of 40-60 feet upon maturity. Additional native trees that would grow to taller heights may be especially desirable.

ENVIRONMENTAL REVIEW/SEQR

Pursuant to the State Environmental Quality Review Act (SEQRA), the Planning Board agreed to the Town Board acting as Lead Agency for this project. The Town Board conducted the environmental review and adopted a negative declaration on 4-24-2024.

BOARD ACTION/DECISION

If the Planning Board entertains approval with conditions, the following conditions are recommended by staff, along with any others added by the Board:

1. Applicant shall respond in writing to all comments of the Planning Board, Department of Public Works (Sewer Department), Town Engineer, and Building and Planning Department.
2. The applicant shall provide retaining wall design and easement documentation to the satisfaction of the Town Engineer prior to the issuance of *any* permit (including but not limited to an Excavation and Clearing Permit) these issues are of a minor nature and do not present an impediment to Planning Board approval of the project.
3. The applicant shall provide lighting details to the satisfaction of the Town Engineer prior to the issuance of a *building permit*.
4. The applicant shall provide a revised landscaping plan that provides for additional trees at the northern end of the site that will grow to the same size or larger as the 14 trees currently proposed.
5. The applicant shall provide a revised bicycle rack detail to the satisfaction of the Commissioner of Public Works or their designee.
6. The applicant shall provide a revised site plan that shows adequate width and/or setback of the north-south sidewalk on the west side of the parking lot to the satisfaction of the Commissioner of Public Works or their designee.
7. The applicant shall provide documentation of review and approval by the Fire Marshal.
8. Monroe County comments shall be addressed.
9. The applicant shall provide documentation of the parcel address as approved by the Monroe

County 911 Office prior to the issuance of a Certificate of Occupancy.

10. The applicant shall apply for and obtain required area variances from the Town of Brighton Zoning Board of Appeals (ZBA) related to the MCWA access drive and associated retaining wall.
11. The entire project shall comply with the most current New York State Fire Prevention and Building Code and the Town of Brighton sprinkler requirements.
12. All Town codes shall be met that relate directly or indirectly to the applicant's request.
13. The project shall be constructed in accordance with the ARB approved design and the final site plan drawing set to be submitted for the review of Building and Planning Department staff and the signatures of the Town Engineer and Commissioner of Public Works.



Department of Planning & Development

Monroe County, New York

Adam J. Bello
County Executive

Ana J. Liss
Director

To: Town of Brighton Planning Board

From: Yixuan Lin, Senior Planner *yl*

Date: June 13, 2024

Subject: TOPGOLF
E Henrietta Rd, Rochester 14620
MCDP&D Response to Development Review Referral (BH24010)

Review Authority and Response:

General Municipal Law: ☒ Section 239-m (Zoning)
☐ Approval ☐ Modification ☐ Disapproval ☒ Comment ☐ No Comment

☒ Section 239-n (Subdivision)
☐ Approval ☐ Modification ☐ Disapproval ☒ Comment ☐ No Comment

County Charter: ☐ Section C5-4.A (Airport)
☐ Approval ☐ Approval with Conditions ☐ Disapproval

☐ Section C5-4.C (Advisory Review)
☐ Comment ☐ No Comment

Previously Reviewed by MCD&P (if yes, previous referral response applies to this referral):

☒ Yes ☐ No

Referred to the Development Review Committee (DRC) (If yes, DRC Project Review Report attached):

☒ Yes ☐ No

MCDP&D Comments:

1. The subject parcel is located adjacent to Brighton Town Park Trail, which connects to the Erie Canalway Trail. The Erie Canalway Trail is part of the 750-mile Empire State Trail, linking various parts of New York State from New York City in the south to the Canadian border in the north, and from Albany in the east to Buffalo in the west. The Empire State Trail attracts visitors from other regions, states, and countries, offering significant potential to boost local businesses. According to the [2018 Empire State Trail User Projections](#), the Rochester section of the trail sees an estimated 126,978 users annually. The connection to local and regional trails also provides alternative transportation options for the local workforce and visitors.

The subject site has a unique location and the board may wish to consider the site's relationship to the trail and evaluate whether this is an appropriate location for a connection to the Brighton Town Park Trail.

2. As Monroe County drivers' transition to electric vehicles ("EV") there is increasing need for charging facilities. EVs drivers currently need a mix of at home charging and on-the-go charging facilities - these come in the form of different level chargers that correspond with charging speed. Site developers of commercial spaces, both private and open to the public should consider whether EV chargers are complementary additions to new developments or redevelopments. Site developers can make investments in charging facilities ranging from ev-capable (lowest cost), ev-ready, to ev-installed (highest cost). for more information, visit: www.epa.gov/statelocalenergy/introduction-electric-vehicle-ready-buildings. Retrofitting the same ev-investments costs 4-6-times as much. Rochester Gas & Electric recognizes the need to grow charging facilities across the region and has a program to help property owners add EV charging facilities. Their EV Charger Make Ready Program can help property owners cover costs related to

installation of EV chargers. Learn more at: <https://www.rge.com/smartenergy/electricvehicles/ev-charger-make-ready-program>. For information on charging best practices for EV owners and property owners' visit: <https://www.nysenda.ny.gov/All-Programs/ChargeNY/Charge-Electric>.

3. As the population of older adults increases, it is important to design age-friendly spaces that preserve safety and dignity for all. Age-friendly design supports a healthier community by promoting independence and equitable access to services and community spaces.

Creating an age-friendly environment helps people navigate their communities more comfortably and safely and is good for local economies. According to an AARP study (2019), Americans aged 50 and older contributed \$8.3 trillion to the U.S. economy in 2018. The contribution was so significant that Americans 50 and older would be the world's third-largest economy if they were counted as their own country.

When designing indoor and outdoor spaces, it is important to consider the perspective of individuals of all ages, disabilities, and backgrounds to create a more inclusive space. Please consider including these age-friendly design elements wherever possible:

1. Signage: Concise, clear messaging positioned at short intervals is a good practice, whenever possible. Usage of visual supports, such objects, photographs, or pictures help individuals with limited literacy skills and cognitive disabilities.
2. Rest areas: Provide ample seating for those who need to rest. Add age-friendly seating with appropriate seat heights, angles, and armrests, both indoors and outdoors, wherever possible.
3. Other age-friendly considerations include:
 - Non-slip walking surfaces
 - Escalators and elevators, and adequate stairway railings
 - Entry ramps for mobility devices, such as wheelchairs and walkers
 - Safe pedestrian crossings for navigating traffic, including well-timed crosswalks
 - Inclusive public parks and recreation spaces that support physical, social, and educational activities for people of all ages and abilities
 - Support for healthy eating and nutrition through farmers' markets and community gardens
 - Well-lit, predictably designed spaces, including walkways, trails, and buildings, to enhance navigation, wayfinding, and safety for individuals with visual and cognitive impairments
4. The subject parcel is within 500 feet of the City of Rochester's municipal boundary. The clerk of the board should provide written notice to the neighboring municipality in accordance with General Municipal Law 239-nn.
5. To avoid the possibility of sending emergency services to the wrong address the board should have the applicant check the name(s) of the proposed street(s) with the county's 911 Office at 911ProgramManager@monroecounty.gov. The proposed street name will be compared with existing ones to identify whether the proposed name is a duplicate or a similar sounding one to existing street names in the 911-service area.
6. Applicants are encouraged to contact other County Departments and non-county agencies to ensure all permitting requirements for this project have been satisfied.
7. Maps are submitted to Real Property for final filing and there is a fee schedule associated with this. Real Property reviews the maps and brings them to the clerk's Office for filing. Maps can be submitted any working weekday from 8 to 5 at Monroe County Surveyors Office, 39 West Main Street, Room 304J. You can contact **Sherif Mansour from Real Property at 753-1150 or smansour@monroecounty.gov** for further information.

Before filing, the maps need to be reviewed and approved by the Village/Town Planning Board, County Health Department, County Surveyor, County DOT if on a County Road and County Treasurer has to check for paid taxes and sign as well.

Please note it is recommended that a pdf is emailed to (GregoryBly@monroecounty.gov) for preliminary review in case any revisions are necessary and to avoid multiple trips to the County Office Building.

If you have any questions regarding this review, please contact me at 585-753-2026 or YixuanLin@monroecounty.gov.

xc: Development Review Committee
Matt Lester, Westfall Brighton SRE, LLC
Aaron P. Beyler, BME Associates
Monroe County Planning & Development
New York State Canal Corporation
Monroe County Economic Development
New York State Department of Environmental Conservation



CityPlace 50 West Main Street • Suite 1150 • Rochester, New York 14614
(585) 753-2000 • fax: (585) 753-2002 • www.monroecounty.gov • e-mail: mcplanning@monroecounty.gov

Subject: Attachment to File BH24010
TOPGOLF
E Henrietta Rd, Rochester 14620

The Monroe County Development Review Committee (DRC) has reviewed the subject application and have the following comments that need to be addressed prior to submission of final plans for approval.

Monroe County Department of Health (MCDOH), Contact Brett Gobe (585-753-5459) with questions.

1. The proposed project may require a backflow preventer. An engineer's report shall be submitted to the supplier of water to determine the degree of hazard and the need for backflow prevention.
2. If the proposed project contains a food service establishment, plans must be submitted to and approved by the Monroe County Department of Public Health. For further information contact the Food Protection Section at 585-753-5064.
3. The proposed project is a subdivision of land that does NOT require Realty Subdivision approval by the Monroe County Department of Public Health. However if the plan is to be filed in the Monroe County Clerk's Office, Health Department sign off will be required. Existing and proposed utilities will need to be shown on the plans to ensure all lots have their own access to sanitary facilities and drinking water.
4. Plans for any extension or relocation of water main or sanitary sewer must be submitted to and approved by the Monroe County Department of Public Health.
5. Plans for any extension or relocation of a water main must be submitted to and approved by the Monroe County Department of Public Health.
6. The proposed project is located in the proximity of a current or former Waste Site. The applicant will need to conduct an investigation to determine any potential impact(s) of the site on the project.

Monroe County Department of Transportation (MCDOT), Contact John Raymond (753-7711) with questions.

1. The Monroe County Geodetic Survey Monumentation Network provides the framework for all positioning activities (latitude, longitude, elevation) in Monroe County. In order to preserve geodetic survey monuments, the location of monuments in the vicinity of the project should be evaluated. It is the responsibility of the Developer to see if a monument is in or near the work area by utilizing the [Monroe County GIS Interactive Map Gallery GPS Base Stations & Survey Monuments map](#); plotting the location of any monuments within the proposed construction area and by e-mailing full site plans and a request for review to the County Surveyor, at gregorybly@monroecounty.gov. A security deposit and a survey monument monitoring report may be required to protect any monumentation located in or near the work area. Contact Gregory D. Bly, PLS, at (585) 753-1156 if you have questions.

Confirm there will be no construction in the Monroe County ROW by calling John Raymond at 753-7711.

Monroe County Department of Environmental Services (MCDES), Division of Pure Waters, Contact Richard Bianchi (753-7614) with questions.

1. Please be advised that Monroe County Pure Waters (MCPW) must review and approve plans for any site development / new construction in the "Irondequoit Bay South Central Pure Waters District" .
2. Plan resides within our "Irondequoit Bay South Central Pure Waters District" - formal Plans to be sent to MCPW. Engineer to complete the PW-2 abbreviated form. Monroe County Industrial Waste Division will need to see that grease trap or oil/water separator is included within the design of this project. They will ask for - A.) Interior plumbing plans. B.) Manufacturer cut-sheet(s) for separator. C.) Sizing calculations for any grease trap or oil/water separator.

PW-2 Forms can be downloaded at:
<https://www.monroecounty.gov/pw-2-forms>

3. Once the plans are received from the Engineer, it will be logged and reviewed by Pure Waters as a Master Plan / Capacity Stamp review. The stamp block must be added to the utility plan. The block must be minimum 4.0" tall by 3.5" wide to accommodate the stamp. The title outside of the block should be "Irondequoit Bay South Central Pure Waters District."
4. This project falls within the "Irondequoit Bay South Central Pure Waters District" . The applicant will need to submit a PW-2 application with their submittal (PW-2 form attached).

PW-2 Forms can be downloaded at:

CityPlace 50 West Main Street • Suite 1150 • Rochester, New York 14614
(585) 753-2000 • fax: (585) 753-2002 • www.monroecounty.gov • e-mail: mcplanning@monroecounty.gov

<https://www.monroecounty.gov/pw-2-forms>

New York State Department of Transportation (NYSDOT), Contact Zachary Starke (272-3472) with questions.

1. No Comment



CityPlace 50 West Main Street • Suite 1150 • Rochester, New York 14614
(585) 753-2000 • fax: (585) 753-2002 • www.monroecounty.gov • e-mail: mcplanning@monroecounty.gov



July 17, 2024

Heather Landis
IN/EX Architecture PC
133 South Fitzhugh Street
Rochester, NY 14608

RE: Planning Board Advisory Report

Regarding the Town of Brighton's proposal to renovate Town Hall, construct a small addition at the rear of the building, and reconfigure and improve pedestrian access and circulation, parking, landscaping and other site amenities on property located at 2300 Elmwood Avenue.

To the Applicant:

On July 17, 2024, the Planning Board reviewed the above referenced matter and offers the following comments regarding the proposed Project as it relates to the project site and the adjacent uses and structures.

1. The Planning Board fully supports the proposed project to update and renew the Town Hall and its site. The 71 year old Town Hall is not only an important public resource and asset, it is an iconic public building and source of pride for the people of Brighton. The proposed project also furthers the town's comprehensive plan (Envision Brighton 2028), specifically:

Environmental Policy Recommendations (volume 2, page 9):

19. Explore feasibility of using renewable sources to power Town building and operation including lights, signs, and signals. Support the community's effort to utilize renewable sources to power their homes.

20. Continue to upgrade heating, ventilation, air conditioning (HVAC) systems, insulation, windows

2. The Planning Board notes the historic nature of the Town Hall and commends the recognition of, and enhancements to, historic details such as the lobby marble features and mural as well as the proposed front door replacements that are more in keeping with the building's original front doors. In addition, the proposed reconfiguration of the front steps and addition of ramps for full accessibility to the main floor is designed in a manner

sensitive to the architecture of the original building. See also attached report from the architect of the Town Hall, dated September 12, 1950, provided by the Town Historian.

3. The Planning Board urges caution with regard to the provision of parking; any increase in parking needs to be very carefully studied. This is in keeping with the town's goals of addressing stormwater runoff, the 'heat island' effect of large expanses of pavement, and encouraging walking, bicycling, transit use, and shared parking.
4. Regarding the proposed site improvements, the Planning Board finds that, in general, the proposed changes are positive, but recommends the following details be taken into consideration (see also attached sketch):
 - A. Provide a bicycle connection to Sylvan Road (identified in the comp plan as a bicycle boulevard) so that cyclists do not have to use private driveways or jump the curb to utilize the town hall site. This sidewalk should be considered for upgrading to a multiuse pathway. This north-south route through the town hall site is an important connection in a much larger bicycling network connecting neighborhoods to the north and east with town hall, the library, the Brickyard Trail, by extension, and town facilities further south.
 - B. Consider the likely 'desire path' of pedestrians when laying out sidewalk networks
 - C. Provide a clear and logical sidewalk connection between the sidewalk to the north/Sylvan Road and the rear entrance to town hall. Recognize that sidewalks installed immediately adjacent to parking spaces should account for the overhang of parked vehicles.
 - D. Consider additional landscaping/tree planting along the north and east edges of the site to screen adjacent residential properties from what is anticipated to become a more actively used part of the site.
 - E. Consider the provision of benches/outdoor tables near the building for staff and visitor use.
 - F. Consider additional bicycle parking/storage (e.g. bike lockers, covered bike parking) at the rear of the building for staff and visitors.
 - G. Utilize signage and lighting to ensure the newly recessed rear entrance feels welcoming.
 - H. As a small improvement to encourage transit use, provide concrete pads at the existing bus stops. While current RTS service is limited, these stops are currently use and it is hoped that future transit service will be more robust.
 - I. Consider, at least conceptually, including a future pedestrian crossing/refuge island in Elmwood Avenue to facilitate connection to the Brickyard Trail and utilization of the bus stops at town hall.
 - J. Ensure that this sidewalk is functionally wide enough to accommodate pedestrians with vehicle overhang and ensure that it is visible enough for motorists parking there who may inadvertently drive over it when pulling out.
 - K. Reconfigure the crosswalk/pedestrian crossing of the parking area to align with the sidewalk in front of the library. Pedestrian movement between the library and amenities north of the parking lot (playground, splash pad, etc.) is likely to be

significant, will involve young children and likely senior relatives/caregivers, and thus should provide a safe, direct, generous crossing of the parking lot.

5. The Planning Board greatly appreciates the opportunity to review and comment on this once-in-a-generation public project.

Sincerely,



Jason Haremza, AICP
Executive Secretary
Planning Board

DRAFT

PB SKETCH 7-17-2024

LEGEND:

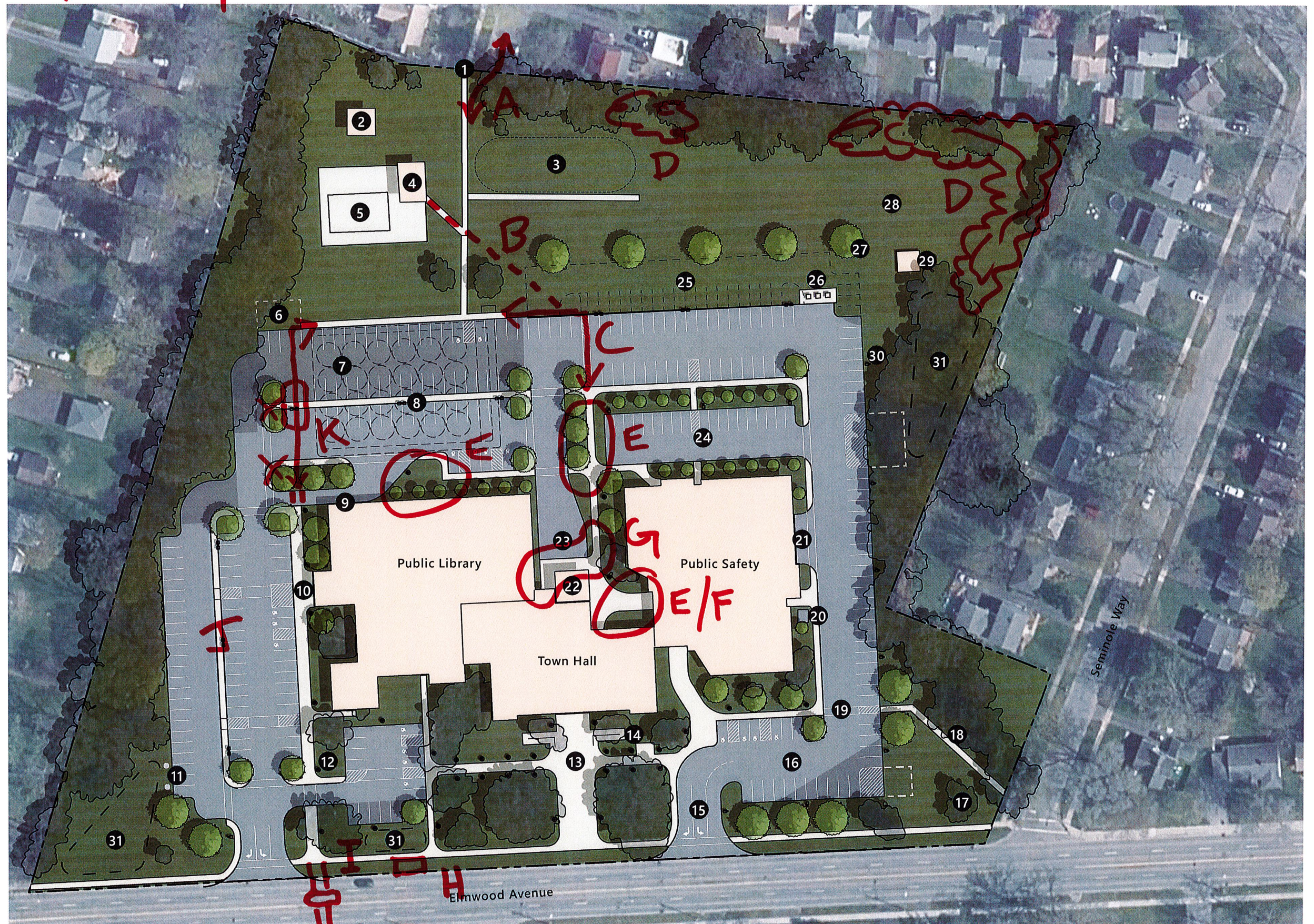
1. Neighborhood Connection
2. Existing Shade Structure
3. Future Playground and Splashpad Area
4. Changing Rooms
5. Pool to be Infilled
6. Snow Storage, Typical
7. Approximate Geothermal Well Location
8. Double Fixture Parking Light, Typical
9. Book Drop Off
10. Pedestrian Access
11. E.V. Charging Stations
12. Pedestrian Pole-Mounted Lighting, Typical
13. Reconfigured Plaza
14. Bicycle Area
15. Vehicular Entry Drive
16. Reconfigured Parking Lot
17. Existing Tree, Typical
18. Existing Garden
19. Crosswalk, Typical
20. Proposed Generator Pad
21. Existing Sallyport
22. Building Expansion
23. Loading Area
24. Cruiser Lot
25. Banked Parking
26. Dumpster Enclosure
27. Proposed Tree, Typical
28. Recreational Lawn
29. Relocated Shed
30. Single Fixture Parking Light, Typical
31. Stormwater Management Area

PARKING COUNTS:

Proposed Parking Spaces:	235
Proposed E.V. Spaces:	4
Proposed Accessible Spaces:	17
Proposed Total Spaces:	256
Banked Parking Spaces:	22

IMPERVIOUS SURFACES:

Proposed Impervious Surface:	197,933 SF	43.4%
Proposed Impervious Surface with Banked Parking:	208,091 SF	45.6%



Town of Brighton - Town Hall Evaluation

Schematic Design

2300 Elmwood Ave, Rochester, NY
June 28, 2024

REPORT ON NEW

Brighton Town Hall

1950

September 12, 1950

BRIGHTON TOWN HALL

1950

The commission of designing a Town Hall for the Town of Brighton carries with it a responsibility for producing a structure to serve this community as its governmental center. The building will reflect the past history, as well as meet the present day requirements. The building will incorporate the best of today's office building planning.

Brighton, with its Indian Landing, was the gateway to the Iroquoian Confederacy, and was settled in 1789. Above this Landing sprang up the City of Tryon with its background of wilderness. Its stores served three counties - Livingston, Ontario and Erie. They consisted of a warehouse, blacksmith shop, shoe factory, tavern, school, distillery, tannery and a large flour mill. Its stones came from the abandoned Indian Allen's mill. All made up a flourishing community with a shipyard launching its ships on Irondequoit Creek to take its products to Montreal and the East. The completion of the Erie Canal gave a new outlet to the East and Tryon City became a ghost town, known as the Lost City of Tryon.

Manufacturing and commerce moved out of Brighton, and today it is a community of homes. Here lives a group of outstanding citizens that not only have beautiful homes, but look for the best in schools, in shopping centers, and in town government to serve their community. There is community interest, and in the design of the Town Hall this spirit should be reflected. Likewise, its citizens have responded to national emergencies and have joined the armed services of our country. A suitable memorial should commemorate that fact, and facilities should be provided for the various veteran organizations desiring a meeting place. Here should be a hall for town meetings in relation to town government. The design of the building has been built up around these requirements.

The present town offices are now housed in a store building at the Twelve corners. All departments are badly congested. The growth of the town and the need for proper housing for the town offices has called for the action of the Town Board to commission the design and construction of a Town hall, using a \$300,000 fund set up for that purpose.

The Board has secured a nine and one-third acre site on Elmwood Avenue just east of the Home Acres Tract, one-half mile west of the Twelve Corners, and one-third mile directly south of its present location. Here, set back some one hundred and fifty feet

from Elmwood Avenue, the principal East-West highway south of Rochester, is the location selected for the building. It is in the center of the town and free from the congestion of the shopping area. Good parking facilities are provided and a city bus line passes its front door. There is adequate area here to landscape and furnish a play area for the community. The building is situated far enough from the residences so as not to disturb their privacy.

The year 1950 will be reflected in both the interior and exterior design, free from a colonnaded front or built-up roof. The cost of such ornamental, superfluous construction adds considerably to initial costs, as well as maintenance. Today the best in design represents a clear cut building, built of lasting materials, and treated simply, but in masses and openings so arranged as to be beautiful. The design will permit a second floor to be added at some future time.

In the proposed building the main foyer opening out to the East and South has glass carried up to the ceiling between deep set limestone piers. On the wall opposite the main entrance is a mural of the Town of Brighton which shows Tryon City and the highlights of the town's past history. On the West wall is a memorial dedicated to those who served from Brighton in our National Emergencies. At the base of the memorial is a marble desk with suitably bound volumes recording their names, its pages protected with Cellophane.

Off this main foyer opens the meeting room, two corridors leading to the first floor offices, and a staircase that leads to the offices on the ground floor, as well as the side entrance.

The exterior of the building is of brick with limestone trim. The windows are of aluminum, giving permanence, with low maintenance.

The building is situated on a slight rise above the Elmwood curb level, with the first floor five steps above the grade. This makes it possible to have a full story height above the existing grade on the sides and rear, so this portion of the building is usable office area. This arrangement also reduces the grading problem to a minimum.

The building is of fire-resistant construction, and houses the various departments efficiently. The cubage of the building is 250,000 cubic feet, and using \$1.00 per cubic foot for an estimating figure, the cost would run \$250,000, leaving \$50,000 for grounds, equipment and incidentals.

A parking area is provided beside the main entrance, and there is also an added parking area at the rear for employees, officials and the Police Department, with provision for expansion if found necessary.

On the first floor the telephone operator and Information desk room opens into the main foyer and is opposite the rear entrance hall. The meeting hall, opening off the foyer, will seat 176 in the hall and 46 on the platform, or a total of 222 and will be air-conditioned and accoustically treated.

Off the corridor leading from the main foyer are the Town Clerk's offices, made up of a general office with a 24" counter, the Clerk's private office, and a vault for the records.

The Supervisor's office is next on the front, consisting of a reception room, a secretary's office, a vault, and a hall connecting the Supervisor's office, off of which opens a coatroom, and a toilet. His office is sufficiently large for the average board meetings.

Next on the front are the Town Welfare offices, consisting of a general reception office, one for the Welfare Officer and two for the case workers.

Across the hall from the Town Clerk are the Assessor's offices made up of a general workroom, and a private office. The Map File room is located between this section and the Building, Planning and Zoning Section, so the maps are available to each section. The Building Department has a large office which connects with the Engineering Department, both of sufficient size for the equipment and personnel.

At the West end of the first floor, to the rear, is the Board meeting room and Police Courtroom, and a separate stairway leads to the rear parking area. The room has sixty permanent seats and a raised platform. There is an ante room for Judge and Jury, with a toilet.

At the rear entrance on this floor is the Women Employees Rest Room, with toilet, lockers and built-in kitchen unit. This furnishes a proper rest room and a lunch room apart from the public rest room.

The Police Department will have a garage opening to the rear for motorcycles and cars, a shop off same for servicing their mobile equipment, as well as a storeroom. This Department has a separate entrance and is arranged so that it can be shut off from the balance of the building. The Department has a police desk room with counter; a Chief's office; a police squad room, off of which is their shower and toilet room; a photo laboratory; a radio control room and a prisoner interrogation room with toilet. It is not planned to include any detention cells. The arrangements of the department provide good efficient housing, and permit normal growth.

Next to the Police on the ground floor is the Medical Department. This has a nurse's office, laboratory, toilet room, two storage closets and a Doctor's office. Opposite the Medical Section is the Loan Closet, where invalid beds, crutches and

other equipment for the sick is stored.

On the ground floor is the general storage vault, which will give proper storage for inactive records from all departments and be equipped with an automatic de-humidifier to prevent mildew or dampness from injuring the records.

Also on this floor are located the Men's and Women's Toilet Rooms, ventilated and finished in a neat, sanitary manner, and also a large coatroom.

The ground floor has a convenient entrance to the Veteran meeting facilities. There is a Veteran's office, a storeroom for the use of different Veteran organizations, a large Dining Hall that can be divided into two large rooms and the kitchen that serves the dining room is equipped to handle large dinners. The arrangements are flexible enough to meet almost any organization's normal requirements.

The offices of the Water Commission are also on the ground floor and consist of a general office, a board room and a vault for records.

At the rear entrance is a Library and Museum room to serve the town. Here will be displayed many things of local interest.

The Apparatus, or Boiler room, houses the heating plant, domestic hot water supply, as well as other building mechanical equipment. Off of this is the transformer vault for the electrical services.

The design of the building will permit future expansion if space requirements necessitate, but it is believed the building, as designed, should be adequate for quite some time and be a Town Hall of which the citizens of Brighton will be very proud.

C.Storrs Barrows,
Architect