



STEINMETZ PLANNING GROUP

MEMORANDUM

TO: Paul Gee – Mayor, Village of Scottsville
FROM: Molly Gaudio, AICP
John Steinmetz, AICP
RE: UPWP 7800 (Village of Scottsville Zoning Code Update) Executive Summary
DATE: June 27, 2017

The Village of Scottsville's Zoning Code Update was awarded funding through the Genesee Transportation Council (GTC) Unified Planning Work Program (UPWP) in 2014. The project task number is 7800. In summer of 2014, an RFP was circulated that resulted in the hiring the consultant team of Steinmetz Planning Group and Ingalls Planning and Design to complete the project.

In January of 2015, the Village of Scottsville kicked off the Zoning Code Update effort with the project Steering Committee. The Steering Committee included Village residents, advisory board members, elected officials, and the Code Enforcement Officer, as well as representation from GTC and Monroe County Planning and Development Department. The Steering Committee served in an advisory role to the consultant team and helped to review the proposed draft zoning code.

First adopted in 1976 and amended as necessary in subsequent years, the Village's Zoning Code (Chapter 120) was determined to be in need of updates to reflect current land use best practices and community values. The community's strong desire to preserve and enhance Scottsville's traditional, walkable character was a driving force behind the 2017 update. Several previously completed plans and studies recommended amendments for the Village Zoning Code that were considered as part of this update. These plans and studies include:

- Town of Wheatland and Village of Scottsville Comprehensive Plan (2004)
- Scottsville Main Street Improvement Study (2007)
- Main Street Design Guidelines (2009)
- Traffic and Circulation Study: North Road from NY Route 383 to NY Route 86 (2013)

Public comment was also incorporated into the updated zoning code. Three opportunities were given for public input throughout the code development process. Each event was structured in such a way to facilitate dialogue between Village residents and stakeholders and the members of the Steering Committee and consultant team. All meetings were held at Village Hall. The details of each public outreach effort are outlined below.

Zoning Workshop

February 12, 2015

The zoning workshop introduced the project to the public providing context for its undertaking and outlining the proposed process under which the code would be updated. The public was also invited to participate in a brainstorming exercise surrounding the current issues and opportunities of the Village's current code.

Design Workshop

May 28, 2015

The design workshop was an opportunity for residents and stakeholders to be introduced to the design and community character aspect of zoning. Following a brief design primer, attendees participated in a visual community preference survey and completed an activity indicating the strength of preference for certain building and site design criteria.

Open House & Public Hearing**February 9, 2017**

The Village opted to host an informal Open House style meeting for the public to hear a brief presentation on the evolution of the Village's Zoning Code and peruse various boards with updated district and development regulations. Immediately following the Open House was the formal Public Hearing held by the Village Board.

The entirety of the Village's Zoning Code was not altered as part of this update, rather a strategic approach was utilized to identify and address specific articles and sections where amendments were warranted. However, all existing zoning code (Chapter 120) articles have been reformatted and repackaged within the draft zoning code to simplify the adoption process. This allows the Village Board to adopt a complete replacement, rather than individual sections.

Specific changes and updates to the Village's Zoning Code reflected in the draft include, but are not limited to the following:

- Revised zoning district purpose statements to reflect community values and place an emphasis on multi-modal and active transportation options.
- Updated zoning district permitted and specially permitted use lists to ensure the scale and type of uses allowable are in conformance with the intent of each zoning district. For example, auto-oriented uses like gas stations were prohibited in the Central Business District to preserve walkability.
- Incorporated nonresidential building and site design standards regulating building location, orientation, massing, scale, architectural detailing, and landscaping.
- Added bicycle and pedestrian accommodation requirements, including provisions for minimum bicycle parking and pedestrian circulation system connections.
- Added shared parking and access provisions and reduced off-street parking minimums where appropriate. Off-street parking development standards were also amended to reduce impact to the streetwall and facilitate the development of a more pedestrian-friendly environment.
- Clarified role of the Historic Preservation Commission (Chapter 99) and updated historic district application review and approval procedures.
- Revised the outdated language of the special exception section (now special uses) and updated additional special use regulations as appropriate.
- Simplified and updated the site plan and special permit application review and approval processes.

The table on the following page further provides a more detailed breakdown of the code amendments by article and section.

For more information or to discuss the details of this memorandum, please do not hesitate to contact me directly.

Sincerely,

Molly Gaudio, AICP

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Village of Scottsville Zoning Code Amendments by Section

Existing Code Elements	Draft Changes and Amendments
Article I. General Provisions	<ul style="list-style-type: none"> No significant changes
Article II. Terminology	<ul style="list-style-type: none"> Updated to reflect new/revised terms and definitions
Article III. Districts and Boundaries	
<ul style="list-style-type: none"> ➤ Section 170-9 to 170-15. District Regulations 	<ul style="list-style-type: none"> Revised and added district purpose statements Reviewed use lists for incompatible and omitted uses Updated requirements to promote a more walkable village character
Article IV. Use and Dimensional Regulations	<ul style="list-style-type: none"> Reviewed for inconsistencies with Article III Updated to promote walkable environments Updated open space requirements to reflect Comprehensive Plan goals
Article V. Supplemental Use and District Regulations	
<ul style="list-style-type: none"> ➤ Section 170-26. Historic District (H) 	<ul style="list-style-type: none"> Created Historic Overlay District Replaced Chapter 99 (conflicting provisions) Strengthened language and review criteria
<ul style="list-style-type: none"> ➤ Section 170-26.1. Main Street Central Business District 	<ul style="list-style-type: none"> Integrated Main Street Design Guidelines (2009) Refined and strengthened existing design language Expanded applicability to entire Central Business District
Article VI. Off-Street Parking and Loading	<ul style="list-style-type: none"> Revised to reflect current standard parking requirements Developed shared parking and shared access provisions Revised location and design requirements Added landscaping requirements
Article VII. Signs	<ul style="list-style-type: none"> Revised to provide “content-neutral” language Updated sign design guidelines by district
Article VIII. Nonconforming Uses, Buildings and Structures	<ul style="list-style-type: none"> No significant changes
Article IX. Special Exception Uses	<ul style="list-style-type: none"> Revised outdated use lists and review procedures (Now referred to as special uses) Revised and strengthened review criteria to promote walkability and preserve Village character
Article X. Board of Appeals	<ul style="list-style-type: none"> No significant changes
Article XI. Administration and Enforcement	
<ul style="list-style-type: none"> ➤ Section 170-64. Site Plan Procedures and Standards 	<ul style="list-style-type: none"> Updated to include application requirements Revised to include approval criteria and efficient review procedures