

**DRAFT**  
**Pittsford Planning Commission Meeting**  
**January 23, 2025**

**Board Members Present:** Rick Conway, Kevin Blow, Donna Wilson, Mark Pape, Robb Spensley, Chuck Charbonneau

**Board Members via Zoom:** Mike Norris

**Others Present:** Jeff Biasuzzi

**1. Meeting - Call to order**

The meeting was called to order at 7:17PM by Kevin Blow – Chair.

**2. Approval of Meeting Agenda**

A motion was made by Chuck Charbonneau and seconded by Rick Conway to approve the agenda. **The motion passed unanimously.**

**3. Approval of Minutes**

*. October 24, 2024 Planning Commission Meeting*

A motion was made by Donna Wilson and seconded by Rick Conway to approve the October 24, 2024 Planning Commission meeting minutes. **The motion passed unanimously.**

*. December 5, 2024 Planning Commission Hearing*

A motion was made by Donna Wilson and seconded by Rick Conway to approve the December 5, 2024 Planning Commission hearing minutes. **The motion passed with 2 abstentions – Mike Norris and Mark Pape.**

**4. Public Comment**

There was no discussion held.

**5. Old Business**

*. Energy Plan Updates from Jeremy Gildrien of the RRPC*

Robb Spensley advised he sent Mr. Gildrien his introduction. Kevin Blow reported that Mr. Gildrien had indicated he would attend the Planning Commission’s next meeting and provided another document for the Commission to review. Rick Conway suggested reviewing the new document and providing comments to Mr. Gildrien.

Page 1 – Kevin Blow requested clarification of two items in the Table of Contents regarding the Preferred Locations and Technical Appendix as they were marked as not defined and were not linked to anything. Rick Conway also noted that there was not a heading for Preferred Renewal Generation. It was suggested it possibly means preferred sites. Chuck Charbonneau noted he has been through the document twice and has several questions and suggested Mr. Gildrien should be in attendance to answer questions as the Planning Commission has reviewed a document at three meetings and there are still many unanswered questions. Robb Spensley suggested if questions are provided to Mr. Gildrien in advance of the next meeting, he can be prepared to answer them at that time. Mr. Conway stated Mr. Gildrien provided the document based on the comments provided by the Planning Commission from the October meeting and there is a lot that has not been changed and there are still many questions. The Commission continued a review of the document.

Page 2 – Mr. Conway requested clarification of the graphics as there are no references relating to each graphic.

Page 3 – Kevin Blow requested clarification concerning the last sentence in the paragraph about due consideration.

Page 4 – Rick Conway suggested the figures relating to Pittsford’s consumption of energy needs to be fact-checked as it mentions the same number on Page 7 when talking about transportation.

Page 5 – With regard to the information concerning Hydro-Quebec, Mr. Conway questioned where the figure of 25% comes from and noted it needs to be clarified. Donna Wilson questioned why the comments concerning First Nation Communities was included in the document. Mr. Conway noted it did not seem relevant. Mark Pape also questioned the information on Page 4, second paragraph, regarding equitable comments as the Commission was trying to keep this document non-political. It was recommended the First Nation Communities narrative should be struck. Robb Spensley stated priorities have been added that the Commission did not include. It was noted that Mr. Gildrien had emailed the Commission indicating he had incorporated the feedback from the last draft but there is a lot that has been added. Mr. Pape reiterated the Commission wanted to take political comments out of the Plan. Chuck Charbonneau stated the Commission has provided three sets of comments to Mr. Gildrien and reviewed the document with Mark Winslow concerning what the Town wants. Mr. Conway noted there are several comments that need to be eliminated. Mr. Pape noted the Commission wants a simplified minimalistic document and this could be done at a meeting with Mr. Gildrien. Chuck Charbonneau reiterated it would be best to wait until Mr. Gildrien is in attendance as the Commission provided him with the information that it would like included in the Plan and this is not what was agreed upon. Robb Spensley suggested he could work with Mr. Gildrien to get back to the original copy. Mike Norris agreed with Mr. Spensley and Mr. Charbonneau as the work was done and comments were provided to Mr. Gildrien. Mr. Biasuzzi stated it is not known if there are basic elements that have to be included to get the approval of the RRPC and the State, or if this is a template that he is trying to maintain.

A motion was made by Rick Conway and seconded by Mark Pape to authorize Robb Spensley to work with Jeremy Gildrien of the RRPC to create a version of the Energy Plan as true to the second version created by Commission and establish if there is criteria that is state-mandated. **The motion passed unanimously.**

Rick Conway stated the Commission reviewed Brandon’s Energy Plan and provided comments of what Pittsford’s Planning Commission would like in its plan. Mr. Conway noted concern that natural gas is not a favorable energy source but it is the cleanest and most equitable way to go. Chuck Charbonneau suggested anything that the State has mandated needs to be outlined in the document. Robb Spensley will contact Mr. Gildrien to work on the Plan as soon as possible.

#### ***. Bylaws for Zoning Grant that Ends 12/31/25***

Jeff Biasuzzi advised that Logan Solomon is no longer with the RRPC. Kevin Blow requested clarification on the grant for the zoning bylaws. Mr. Biasuzzi was unsure of who is now in charge of zoning work at the RRPC. Chuck Charbonneau suggested whoever is in charge of the zoning at RRPC should also be invited to the next Commission meeting to begin working on the zoning changes. Donna Wilson will confirm who is now handling this work at the RRPC.

Rick Conway noted the RRPC has to approve the Energy Plan and suggested the state mandates need to be footnoted. Chuck Charbonneau asked if there will be any penalties imposed by the State if the Energy Plan is not completed, or if this work is mainly from a request of the Select Board. Jeff Biasuzzi advised the Town Plan needs to be updated as it currently does not have an enhanced energy plan that would provide substantial deference. Rick Conway noted the Select Board had requested a change to include substantial deference. Mr. Charbonneau suggested providing Mr. Gildrien with the information the Commission previously had decided upon to work on the Energy Plan and the Commission then concentrate on updating the zoning to complete prior to the grant deadline. Mr. Biasuzzi advised if the Town does not have an approved Town Plan, the zoning cannot be updated. Mr. Charbonneau noted the Town Plan is approved for the next two years. Mr. Conway reiterated the Select Board is requesting an enhanced energy plan and the Town received a grant for this work. The RRPC is assisting with writing the Plan using the grant. Mr. Conway noted the Commission needs to work with the RRPC at the request of the Select Board, but there are things in the Plan that the Select Board does not want. Donna Wilson noted townspeople have indicated they are concerned with the number of solar projects in Town.

Robb Spensley stated comments will be determined if they are state mandated for the energy plan. It was noted many of the comments are contradictory. Mr. Spensley noted concern with the timing of the zoning update. Mr. Conway advised people are currently obtaining variances due to the zoning changes. Mr. Conway suggested starting with minimal changes as the zoning board and the zoning administrator are familiar with the zoning. Jeff Biasuzzi noted there are changes that are needed due to the new legislation. Mr. Biasuzzi advised there are two separate grants for zoning and the energy plan and he will obtain copies of the grants for the Planning Commission's review. Mr. Charbonneau suggested for the Energy Plan if Mr. Gildrien uses the comments from the Planning Commission and includes any state mandates, it should be ready for a public hearing. It can then be forwarded to the Select Board for their review and hearing. Robb Spensley will be in contact with Mr. Gildrien to work on the Plan as soon as possible to have a draft available at the next meeting. Mr. Conway noted it was the understanding of the Commission that Mr. Gildrien was to send a plan with the goals and the policies outlined.

## **6. New Business**

Jeff Biasuzzi noted the annual report for the town meeting is due. Kevin Blow advised that he provided the Town Manager with a report from the Planning Commission for the town report.

## **7. Next Meeting**

February 27, 2025 @ 7:00PM at the Pittsford Town Office

## **8. Adjournment**

A motion was made by Mark Pape and seconded by Robb Spensley to adjourn the meeting at 8:35PM. **The motion passed unanimously.**

Respectfully submitted,

Charlene Bryant  
Recording Secretary

Approved by,

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The Pittsford Planning Commission