

**Pittsford Planning Commission  
Zoning Regulations Hearing and Meeting  
Minutes - DRAFT  
November 20, 2025**

**Board Members Present:** Kevin Blow, Chuck Charbonneau, Rick Conway, Robb Spensley, Gordon Fox, Nancy Gaudreau

**Others Present:** Antje Schermerhorn, Logan Solomon – RRPC

### **1. Meeting - Call to order**

The meeting was called to order at 7:00 by Kevin Blow – Chair.

### **2. Approval of Meeting Agenda**

A motion was made by Robb Spensley and seconded by Rick Conway to approve the meeting agenda. The motion passed unanimously.

### **3. Zoning Regulations Hearing**

Kevin Blow opened the Zoning Regulations Hearing. Rick Conway swore in Logan Solomon for the hearing.

The Planning Commission went over the list of clerical errors that Nancy Gaudreau had emailed ahead of the meeting. There was a bit of confusion at first on page numbers, as Nancy was working on a different draft of the Zoning Regulations than the rest of the Planning Commission members had in front of them. The clerical errors were as follows:

Page 18 – add a t to height

Page 23 section 505 F. – there is a spacing issue.

Page 23 section 504A – the wrong principal/principle had been used

Page 204 602 A 1 – Rick Conway read this section out loud. Nancy Gaudreau had suggested moving the word quality within the sentence to make it easier to understand. This was agreed to.

Page 25 section C2 – there is a period missing.

Page 208 section 701G – The wrong principal/principle was being used

Page 90 C – need to capitalize Zoning Administrator to make it uniform throughout the document.

Remove AO.

Page 108 – Zoning Administrator needed to be capitalized to make it uniform

Kevin Blow noted at this point there was no public. He asked the Planning Commission members if there was anything else that needed corrective action. Rick Conway made the motion to move the Zoning Regulations as amended with corrections to the selectboard. Rob Spensley seconded the motion. Approved unanimously.

The public hearing was closed at 7:19pm by Kevin Blow.

The regular Planning Commission meeting was opened at 7:20pm by Kevin Blow.

### **4. Approval of Minutes**

The minutes of October 23, 2025 and October 28, 2025 were unanimously approved after a motion by Gordon Fox and a second by Nancy Gaudreau to approve the minutes.

## 5. Public Comments

None at this time.

## 6. Old Business

Enhanced Energy Plan was tabled, as Ann Reed was not present to give an update.

Zoning Regulations: Rick Conway moved to move the Zoning Regulations with the updates done tonight to the selectboard. Robb Spensley seconded the motion. This passed unanimously.

## 6. New Business

Town Plan was tabled.

Tier 3 was tabled.

## 8. Next Meeting

The next meeting will be set once Rick Conway discusses with Ann Reed her availability. Please expect an email with updates.

## 9. Adjournment

A motion was made by Chuck Charbonneau and seconded by Robb Spensley to adjourn the meeting at 7:26PM. **The motion passed unanimously.**

Respectfully submitted,

Ann Reed  
Recording Secretary

Approved by,

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The Pittsford Planning Commission