

**Village of Pittsford**  
**Local Law No. 6 of 2023**

**A Local Law Amending Section 176-31.**  
**of the Code of the Village of Pittsford,**

**Be it enacted,** that the Village of Pittsford Board of Trustees hereby:

Amends Section 176-31. so that it now reads:

**§ 176-31. Issuance or Rejection of Application; Restrictions; Reissuance.**

A. The issuance or rejection of the application shall be in the sole discretion of the Village Board of Trustees consistent with the purpose and provisions of this article. The Board of Trustees shall attach to any permit such conditions and restrictions as it deems necessary or appropriate.

B. 1. Subsequent applications for non-municipal special permits which have been previously issued by the Board of Trustees, shall be referred in the first instance to the Code Enforcement Office of the Village of Pittsford.

2. As soon as administratively feasible upon receipt of such application, the Code Enforcement Officer shall review the application and the Village of Pittsford records regarding such special permit and determine if there has been:

(a) a material change in any conditions relating in any way to such previously issued special permit; and

(b) any complaints of any nature regarding such previously issued special permit.

3. As soon as administratively feasible following receipt and review of the application, the Code Enforcement Officer as required by the preceding subparagraphs, shall apprise the Board of Trustees of:

(a) the receipt of an application for a reissued special permit;

(b) his determination regarding whether or not there has been a material change in any condition relating in any way to such special permit; and

(c) any complaints received by the Village Office with regard to the previously issued special permit.

4. The Board of Trustees shall have the right to undertake the review of any application requesting the reissuance of a previously issued non-municipal special permit. The Board of Trustees shall have a period of three business days from the date that the Code Enforcement Officer advises them of the application for reissuance to evaluate such application. In the event that a single member of the Board of Trustees requests within the 3 day period that the Board of Trustees undertake the review of such application, the

Code enforcement Officer shall forward to the Village Clerk the application and all material pertinent to that application as revealed by the investigation of the Code enforcement Officer so that it can be placed on the agenda of the next scheduled meeting of the Board of Trustees. The Board of Trustees shall have jurisdiction to review and act on such permit in accordance with purpose and provisions of this article.

5. In the event the Code Enforcement Officer determines that there has been no material change in circumstances regarding such application for the reissuance of a previously issued special permit, in the event that there have been no complaints received by the Village of Pittsford with regard to such previously issued special permit and in the event that Board of Trustees has not assumed jurisdiction of the review of such application pursuant to the preceding paragraph, then the Code Enforcement Officer shall reissue such previously issued special permit on the same conditions, if any, as previously imposed upon it by the Board of Trustees.

6. In the event that there is material change in circumstances regarding such previously issued special permit or in the event there has been a complaint or complaints regarding such previously issued special permit, then the Code Enforcement Officer shall take no additional action regarding the application for the reissuance of such special permit and such application shall be referred to the Board of Trustees for disposition.

7. The 45 day waiting period as more fully provided in §176-29.B. hereinabove shall not apply to any application for the reissuance of a previously issued special permit.

**Effective Date:** This local law shall take effect immediately upon its adoption by the Board of Trustees of the Village of Pittsford and the filing thereof with the New York Secretary of State.