

**DESIGN REVIEW & HISTORIC PRESERVATION BOARD
MINUTES
JUNE 26, 2025**

Minutes of the Town of Pittsford Design Review and Historic Preservation Board meeting held on Thursday, June 26, 2025, at 6:00 PM local time. The meeting took place in the Lower-Level Meeting Room of Pittsford Town Hall, 11 S. Main Street.

PRESENT: Dirk Schneider, Paul Whitbeck, Kathleen Cristman, John Mitchell, Jim Vekasy

ABSENT: Bonnie Salem, Dave Wigg

ALSO PRESENT: Bill Zink, Building Inspector; Anna Piazza, Building Department Assistant

ATTENDANCE: There were 16 members of the public present.

Design Review and Historic Preservation Board (DRHPB) Chairman Dirk Schneider called the meeting to order at 6:00PM.

HISTORIC PRESERVATION DISCUSSION

Chairman Schneider updated the Board that he reached out to Oak Hill about the potential designation of the club. Additionally, he relayed that Board Member Salem has identified the name of Oak Hill Country Club's Historian.

RESIDENTIAL APPLICATIONS: RENOVATIONS & ADDITIONS

2534 Clover Street

Applicant is requesting design review changes for a 960 square-foot new two-car garage with attached car port.

Howard Silver, of 2534 Clover Street, introduced the application. Mr. Silver is requesting design review for a 960 square-foot two-car garage with an attached car port. Bill Zink, Building Inspector, informed the Board that this application has already received approval from the Zoning Board. The existing garage will be removed and replaced with the proposed larger garage which will require a new foundation. Chairman Schneider asked the applicant about the material of the siding on the existing home. The applicant replied that the existing home is made of cedar impressions and the proposed garage will be cedar siding on the front and horizontal siding on the back and sides to match the existing home. Board Member Cristman discussed the right-side elevation of the garage facing the neighbor's house and stated her concern with it having no windows. Chairman Schneider asked the applicant if he could put a window on the right-side elevation and the applicant confirmed.

Chairman Schneider motioned to approve the application for a 960 square-foot two-car garage with an attached car port with the following conditions: (1) The siding on front elevation will match the shingles of the main house; (2) The addition of a three-foot wide by a minimum of 18-inch-high window on the right-side elevation; (3) The roof shingles to match the existing house. This motion was seconded by Board Member Mitchell. Following a unanimous voice vote, the application was approved, none opposed.

2969 Clover Street

Applicant is requesting design review changes for 1,230 square-foot rebuild and expansion of existing detached garage in similar location.

Nicole Martin, of In Site Architecture, introduced the application. Ms. Martin is requesting design review for a 1,230 square-foot rebuild and expansion of an existing detached garage. Chairman Schneider asked the

applicant about the siding of the proposed garage and if it will match the siding on the existing home. The applicant replied that the siding will be asphalt shingles to match the existing home. She added that the garage will have a shed roof. The Board discussed the windows and the applicant stated that the windows on the existing home are cream colored and the windows on the garage will match. Chairman Schneider asked the applicant to confirm that the new garage will be in the same location and the applicant confirmed.

Board Member Whitbeck motioned to approve the application for a 1,230 square-foot rebuild and expansion of an existing detached garage in a similar location, as submitted. This motion was seconded by Chairman Schneider. Following a unanimous voice vote, the application was approved, none opposed.

4 Landsdowne Lane

Applicant is requesting design review of facade changes.

Kathleen Avino, of The Interior Design Group by Kathleen, introduced the application. Ms. Avino is requesting design review for facade changes to the home. She explained that the project is an exterior update and stated that all finishes will be removed and reinstalled. The roof materials will be a metal roof, a false dormer, and a shed roof. The siding materials will be vinyl siding and shaker siding. Ms. Avino clarified to the Board that there are no changes to the footprint of the property other than "up". The siding will be white and the existing brick on the home will remain but with the addition of whitewash on top of it. The materials of the roof consist of an asphalt shingle roof and a black metal roof. Ms. Avino stated she would like to maintain the character of the 1962 colonial home and made note of the matching stone found on neighboring houses. Chairman Schneider asked the applicant about the shape of the columns on the home, and she replied that the columns are square. Board Member Whitbeck commented on the numerous materials proposed for the house and Ms. Avino replied that while most of the house will be white, the materials proposed fit within the character of the neighborhood. Additionally, the windows will be changed from white to black in color. The applicant confirmed that stone cladding will be added to the wall and base of the columns.

Chairman Schneider motioned to approve the application for facade changes with the conditions that: (1) All brick will receive a whitewash; (2) There will be two light fixtures added to the left and right of the garage doors. This motion was seconded by Board Member Vekasy. Following a unanimous voice vote, the application was approved, none opposed.

2118 W Jefferson Road

Applicant is requesting design review changes for a 160 square-foot front porch with roof.

The applicant was not present and will be moved to a later agenda.

27 Northfield Gate

Applicant is requesting design review changes for a 380 square-foot renovation to the rear of the home.

Christina Fluman, of Edge Architecture, introduced the application. Ms. Fluman is requesting design review for a 380 square-foot renovation to the rear of the home. The applicant confirmed that the proposed renovation would have a black metal roof to match the existing home. Chairman Schneider noted the railing around the porch.

Board Member Cristman motioned to approve the application for a 380 square-foot renovation to the rear of the home, as submitted. This motion was seconded by Board Member Mitchell. Following a unanimous voice vote, the application was approved, none opposed.

44 Parker Drive

Applicant is requesting design review for facade changes.

Jesse Newman, of 44 Parker Drive, introduced the application. Mr. Newman is requesting design review for facade changes to a previously approved application. He stated that the rest of the home has brown cedar siding and he would like to put natural stone siding on the area that extends/jets out from the home. Additionally, he would like to add a sill under the windows. This application was previously approved by the Board with horizontal siding. Chairman Schneider stated that he prefers the proposed natural stone siding.

Board Member Mitchell motioned to approve the application for facade changes, as submitted. This motion was seconded by Board Member Whitbeck. Following a unanimous voice vote, the application was approved, none opposed.

CERTIFICATES OF APPROPRIATENESS

192 Knickerbocker Road

Applicant is requesting a Certificate of Appropriateness, pursuant to Town Code Section 185-196, for exterior window and door changes at a Designated Historic Landmark. This property is zoned Residential Neighborhood (RN).

Chairman Schneider opened the public hearing.

Meaghan Larrabee, of 192 Knickerbocker Road, introduced the application. Ms. Larrabee is requesting a Certificate of Appropriateness for exterior window and door changes to a previously approved application at a Designated Historic Landmark. Mr. Zink pointed out that the shutters are missing from the rendering and Ms. Larrabee confirmed that the windows will have shutters. Ms. Larrabee discussed various window changes proposed and stated that the chimney will be replaced with a chimney made with the same materials but will be larger in size. Chairman Schneider asked the applicant for clarification as to why various windows on the rendering were changed and she stated that to her knowledge the windows were not supposed to change, and it was likely an oversight. Ms. Larrabee stated that she would like to add a window to a bedroom on the east elevation and will also need to move a wall. The applicant confirmed that although misrepresented by the rendering presented, there will be no change to the existing small window on the south elevation that was previously approved. The applicant additionally confirmed that there will be no changes to the stairs and all windows on the lower-level base area on the east elevation will not be changed. Regarding the north elevation, Ms. Larrabee is proposing to add a window to the kitchen and a carriage door to match the first garage door. She confirmed that there are no changes to the windows behind the columns on the north elevation and they will align as originally shown.

Chairman Schneider moved to close the public hearing and Board Member Mitchell seconded. Following a unanimous voice vote, the hearing was closed, none opposed.

Board member Vekasy stated all changes presented are within the same character as what was previously approved, and Board Member Mitchell agreed. Chairman Schneider stated that while the changes are in-keeping with the eclectic nature of the house, he is concerned that it was Town Staff that had to find these changes. The Board stated their concern over the discrepancies found on the proposed renderings showing the windows and what was previously approved. As the Certificate of Appropriateness needs to match precisely what is shown on the plan, the Board requested the applicant to discuss any oversights found with the architect and return with an accurate plan at the next meeting on July 10, 2025.

RESIDENTIAL APPLICATIONS: NEW HOMES

2 Laguna Lane

Applicant is requesting design review for the construction of a two-story single-family home approximately 2,581 square-feet.

APPROVED MINUTES 062625

Dave Patnella, Contractor, re-introduced the application. Mr. Patnella is requesting design review for the construction of a two-story single-family home approximately 2,581 square-feet. As requested by the Board, Mr. Patnella stated that he had a surveyor create a plot map. He will add a trim board to the corner located on the lower left of the front elevation and will carry the siding on the home to grade.

Board Member Vekasy motioned to approve the application for the construction of a two-story single-family home approximately 2,581 square-feet, as submitted. This motion was seconded by Board Member Cristman. Following a unanimous voice vote, the application was approved.

COMMERCIAL APPLICATIONS

3400 Monroe Avenue – Dunn Tire

Applicant is requesting design review for a 36.27 square-foot sign above the garage doors.

Ryan Kiley, of Flexlume Sign Company, introduced the application. Mr. Kiley is requesting design review for a 36.27 square-foot sign. He explained that Dunn Tire is in the process of a minor rebranding and are aiming to achieve consistency in signage across their various stores. Chairman Schneider made note of the additional red sign located on the adjacent facade and requested it be removed to keep uniformity.

Chairman Schneider motioned to approve the application for the sign replacement at Dunn Tire with the condition that the second red Dunn Tire sign on the adjacent facade will be removed, and with the clarification that the approval is only for the sign and not for the facade changes on the rendering presented. This motion was seconded by Board Member Mitchell. Following a unanimous voice vote, the application was approved.

3330 Monroe Avenue - Community Bank

Applicant is requesting design review for a total of 75 square-feet of signage.

A representative from Community Bank, introduced the application. The applicant is requesting design review for a total of 75 square-feet of signage. He discussed the Town's requirements in order to meet the sign code and explained that there are two different signs for two lines of business owned by Community Bank.

Board Member Mitchell motioned to approve the application for a total of 75 square-feet of signage for Community Bank, as submitted. This motion was seconded by Board Member Whitbeck. Following a unanimous voice vote, the application was approved.

MEETING MINUTES REVIEW

The minutes of June 12, 2025 were approved following a motion by Chairman Schneider. This motion was seconded by Board Member Whitbeck. Following a unanimous voice vote, the minutes were approved, none opposed.

Chairman Schneider closed the meeting at 7:50PM.

Respectfully submitted,

Anna Piazza
Building Department Assistant

OFFICIAL MINUTES ARE ON FILE IN THE OFFICE OF THE BUILDING DEPARTMENT