

**DESIGN REVIEW & HISTORIC PRESERVATION BOARD
MINUTES
SEPTEMBER 11, 2025**

Minutes of the Town of Pittsford Design Review and Historic Preservation Board meeting held on Thursday, September 11, 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, Kathleen Cristman, John Mitchell, Bonnie Salem, Paul Whitbeck, Jim Vekasy

ABSENT: Dave Wigg

ALSO PRESENT: Erik Smegelsky, Building Inspector and Code Enforcement Officer; Anna Piazza, Building Department Assistant; Doug DeRue, Director of Planning, Zoning, and Development; Cathy Koshykar, Town Board Liaison

ATTENDANCE: There were 15 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

Board Member Salem discussed the fence in need of repair at the East Street Burying Ground and mentioned that one year the boy scouts had painted it as a project.

RESIDENTIAL APPLICATIONS: RENOVATIONS & ADDITIONS

12 New England Drive

Applicant is requesting design review of a 630 square-foot renovation to the rear of the home.

Carl Grasta, of Gardenway Developers, introduced the application. Mr. Grasta is requesting design review of a 630 square-foot renovation to the rear of the home. He stated that the siding will match the existing home.

Board Member Salem motioned to approve the application for a 630 square-foot renovation creating a new room to the rear of the home, as submitted. This motion was seconded by Board Member Cristman. Following a unanimous voice vote, the application was approved, none opposed.

7 Brook Road

Applicant is requesting design review for two window changes.

Michael Bovay, of Bovay Acquisition and Management LLC, introduced the application. Mr. Bovay is requesting design review for two window changes. He discussed the first window to be changed outside the existing dining room and stated that he will remove it and replace it with siding. He discussed the second window to be changed outside of the kitchen and stated that he will keep the top half of the window and replace the bottom half of the window with siding. All window dimensions and casements will be the same but will be different sizes.

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

20 Winding Road

Applicant is requesting design review of a 500 square-foot second story addition.

Steve Taddonio, of Allpro Renovations Construction, introduced the application. Mr. Taddonio is requesting design review of a 500 square-foot second-story addition. He confirmed that the only exit door will be from the first floor of the main house. Board Member Salem discussed her concern with the applicant adding an additional 5 feet to the existing garage which already extends 7 feet and Board Member Mitchell agreed that 12 feet would be daunting. Chairman Schneider discussed how the existing home is proportionally balanced as it is and noted that the proposed second floor above the garage in combination with the garage extension would significantly change the entire home. Chairman Schneider suggested that Mr. Taddonio talk with the homeowner about putting an addition in the rear of the home instead.

Chairman Schneider motioned to deny the application for a 500 square-foot second story addition, as submitted. This motion was seconded by Board Member Vekasy. Following a unanimous voice vote, the application was denied, none opposed.

165 West Brook Road

Applicant is requesting design review of a 778 square-foot rear addition.

Kip Finley, of Victory Hill Land Company, introduced the application. Mr. Finley is requesting design review of a 778 square-foot rear addition. Mr. Finley clarified that he mistakenly drew double-hung windows on the west elevation presented but that they are in fact casement windows. He discussed the bedroom window which will be changed to an egress casement on the west elevation and made note of the proposed portico roof off the porch on the south elevation. The siding will either be cedar to match the existing home or a composite material painted to match. Chairman Schneider stated his wish for the roof to be lower and Mr. Finley explained that he had to make the portico higher because of the gutters.

Board Member Mitchell motioned to approve the application for a 778 square-foot rear addition, as submitted. This motion was seconded by Board Member Vekasy. Following a unanimous voice vote, the application was approved, none opposed.

8 Forest Knoll

Applicant is requesting design review of a 250 square-foot renovation changing the existing roofline.

Xavien Burgunder, Contractor for the project, introduced the application. Mr. Burgunder is requesting design review of a 250 square-foot renovation which will change the existing roofline. Mr. Burgunder stated that the original living room was divided for the purpose of a sunken living room and he is proposing to raise the roof over it. Mr. Burgunder discussed the windows outside of the sunken pit being lower than the rest of the windows on the rear of the home. He is proposing to drop back the roof and bring it up so that the eaveline of the windows will match the eaveline of the windows adjacent to it on the rear of the home. Mr. Burgunder stated that he will use the same windows but will have new casing and new glass. The windows above the sunken living room will be removed and then reinstalled. The Board discussed the proposed roofline changes and their concern about the plate height. Chairman Schneider asked for the applicant to come back with 2D elevations showing the existing and proposed elevations as well as window height information.

41 Parker Drive

Applicant is requesting design review of a 642 square-foot addition.

Chris Costanza, of 9x30 Design, introduced the application. Mr. Costanza is requesting design review of a 642 square-foot addition. He is proposing to replace the existing vinyl windows with upgraded fiberglass windows and will replace the two existing windows on the rear of the home with black fiberglass windows. The existing materials on the home consist of brick and board and batten siding on two sections and the addition will have hardie board batten siding. Mr. Costanza confirmed that the painted brick will stay and discussed the proposed Bilco door for the front of the home. He discussed putting roofs over the alcoves and is proposing to add a copper roof on the left side of the rear of the home to match the existing copper bay alcove window on the right side.

Board Member Whitbeck motioned to approve the application for a 642 square foot addition, as submitted. This motion was seconded by Board Member Mitchell. Following a unanimous voice vote, the application was approved, none opposed.

CERTIFICATES OF APPROPRIATENESS

3419 Clover Street

Applicant is requesting a Certificate of Appropriateness, pursuant to Town Code Section 185-196, to construct a deck around an existing above-ground pool at a Designated Historic Landmark. This property is zoned Residential Neighborhood (RN).

This public hearing was closed at the August 28th meeting.

Board Member Salem read the resolution aloud.

Board Member Salem motioned to approve the application, as submitted. This motion was seconded by Board Member Cristman. Following a unanimous voice vote, the application was approved, none opposed.

The Board voted as follows:

Bonnie Salem voted	Aye
David Wigg voted	Absent
Paul Whitbeck voted	Aye
Kathleen Cristman voted	Aye
John Mitchell voted	Aye
Jim Vekasy voted	Aye
Dirk Schneider voted	Aye

The full adopted resolution is attached to the end of these minutes.

DEMOLITION APPLICATIONS:

526 Mendon Road

Applicant is requesting Board approval to demolish the existing 2,805 square-foot, one-story, single-family home, with the intent to build a 12,231 square-foot, two-story, single-family home on the property. This property is zoned Residential Neighborhood (RN).

APPROVED MINUTES 091125

An employee of Malvern Views LLC re-introduced the application. The applicant is requesting Board approval to demolish the existing 2,805 square-foot, one-story, single-family home, with the intent to build a 12,231 square-foot, two-story, single-family home on the property. He discussed the existing and proposed elevations as well as the proposed fence height. At the August 28th meeting, the Board was concerned about seeing the top of the home from the nearby playing fields. Referring to the Thornell Farm Park cross-section, Chairman Schneider discussed the height of the light poles versus the height of the proposed home and stated that he previously thought the home would sit higher on the hill than it really would. The applicant stated that the height to the highest ridge of the home is 39.8 feet and Doug DeRue, Director of Planning, Zoning, and Development, explained that the number was calculated using the average grade from the front of the home. The Board discussed how if one were to stand at the back of the house the height would be higher than 39.8 feet because the grade slopes down. Chairman Schneider stated that the Thornell Farm Park cross-section eliminates some concern about the visibility of the home but noted that there is still a possibility of trees falling down.

Mr. DeRue discussed the proposed building footprint of 11,108 square-feet and explained that this number encompasses all covered areas including the covered garages, covered porches, and covered walkways. He clarified that this is different from the proposed living area of 12, 231 square-feet, which was calculated by adding the first and second floor square footages together. Board Member Salem asked what the maximum footprint permitted was for the size of the lot and Mr. DeRue stated that it was 8,548 square-feet. Mr. DeRue stated that the applicant has applied for a variance from the Zoning Board from that footprint. The applicant also applied for a variance from the allowed fence height.

Chairman Schneider stated that he feels more comfortable with the Board's concern about the visibility of the home from surrounding areas after viewing the Thornell Farm Park cross-section and noted that the applicant is proposing to add trees as well. Chairman Schneider stated that he feels much better about the project and the building height and Board Member Vekasy agreed.

The Board discussed the prospect of this home setting a precedent for future homes and Board Member Salem stated her concern with having a large home in this area with nothing as large nearby. Mr. DeRue discussed the uniqueness of this property and the nearby conservation easements and noted that it provides many things which other lots cannot. He stated that this home raises the bar for future houses wanting to build a home this size but that cannot come nearly as close to meeting setbacks as this property allows.

Chairman Schneider discussed the rendering of the gate and commented that the proposed bushes on each side of the gate appear inviting and help to conceal the gate. Board member Salem stated that she believes the gate appears as a barrier to stop people from entering.

Chairman Schneider and Board Member Vekasy agreed that the lot size is very large. Chairman Schneider stated that people will most likely not know that it is there from the road. Regarding the demolition, the Board agreed that the existing home does not hold any significance.

Chairman Schneider asked for public comment. Hearing none, Chairman Schneider motioned to close the public hearing. This motion was seconded by Board Member Cristman. Following a unanimous voice vote, the motion was approved, none opposed.

Chairman Schneider read the resolution aloud.

Chairman Schneider motioned to approve the application, as submitted. This motion was seconded by Board Member Cristman.

APPROVED MINUTES 091125

The Board voted as follows:

Bonnie Salem voted	Aye
David Wigg voted	Absent
Paul Whitbeck voted	Nay
Kathleen Cristman voted	Aye
John Mitchell voted	Aye
Jim Vekasy voted	Aye
Dirk Schneider voted	Aye

The full adopted resolution is attached to the end of these minutes.

MEETING MINUTES REVIEW

The minutes of August 28, 2025 were approved following a motion by Board Member Salem. This motion was seconded by Chairman Schneider. Following a unanimous voice vote, the minutes were approved, none opposed.

Chairman Schneider closed the meeting at 9:52PM.

Respectfully submitted,

Anna Piazza
Building Department Assistant

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

RESOLUTION
Town of Pittsford
Design Review & Historic Preservation Board
Certificate of Appropriateness

Re: 3419 Clover Street
Tax Parcel # 177.03-2-26.1
Zoned: Residential - RN
C of A # 25-000002

WHEREAS, the above property was previously designated as an Historic Landmark on July 19, 2001; and

WHEREAS, the applicant herein, Frank Dutko, as owner of the above property, submitted an application for a Certificate of Appropriateness, relative to the proposed work set forth in the application, dated August 5, 2025 and in accordance with the provisions of Town Code Section 185-198(A); and

WHEREAS, a hearing was held on August 28, 2025, for the purpose of allowing the presentation of testimony and/or evidence by the owner or any other interested party, in accordance with Town Code Section 185-198(C); and

WHEREAS, this matter is a Type II Action, in accordance with the provisions of Section 6 NYCRR Section 617.5(c) (2) and (11) of the SEQRA Regulations, requiring no further review by this Commission;

NOW, THEREFORE, upon consideration by the Design Review and Historic Preservation Board of the aforesaid application, and upon the completion of the aforesaid hearing, and the Board having given this matter due deliberation and consideration; it is

RESOLVED, that the Design Review and Historic Preservation Board makes the following findings and decision:

FINDINGS OF FACT

1. The within application has been reviewed, by the Board, taking into consideration the factors required by Town Code Section 185-197(C)
2. As to the appropriateness of the general design, scale and character of the proposed work to the property, as well as with surrounding properties, the Board finds that the proposed pool deck design is a simple, flat structure surrounding the existing pool. It is appropriate in scale and character to the pool and since it is a distance from the historic home, and set well back from the public road, it has no impact on the historic elements of the property or surrounding properties.
3. As to the texture, materials and colors proposed to be used and the compatibility of such features to the property, as well as with surrounding properties, the Board finds that the proposed deck will be constructed of natural colored wood. An existing white fence around the pool will be removed. A proposed pool deck railing will match the railing system on the existing home in style, material and color,

4. As to the visual compatibility of the proposed work with the property, as well as with surrounding properties, the Board finds that the proposed pool deck will be built around an existing partially inground pool located behind a non-historic garage. The deck will be free-standing and not attached to the garage or other structure. The proposed pool deck is compatible with the area of the property in which it will be constructed and will not be readily visible from the road or the historic home.
5. As to the potential impact of the work on important historic, architectural or other features of the property, the Board finds that the proposed pool deck will be free-standing and not connected to any historic structures on the property. No historic or other significant features of the property will be removed or impacted by the proposed pool deck.

DECISION

1. Based upon the above Findings of Fact, the Board hereby concludes that the work proposed by the applicant is compatible with the historic character of the home and, as such is appropriate. Accordingly, the Design Review and Historic Preservation Board hereby grants to the applicant a Certificate of Appropriateness.
2. The granting of the Certificate of Appropriateness is made subject to the following specific conditions
 - a. The existing white railing on the pool will be removed
 - b. A fence will be erected around the entire pool that meets pool code
 - c. All work will be completed by October 2026

The within Resolution was moved by Board Member Salem, seconded by Board member Cristman, and was voted upon by members of the Board as follows:

Jim Vekasy voted	Aye
Bonnie Salem voted	Aye
Paul Whitbeck voted	Aye
Kathleen Cristman voted	Aye
David Wigg voted	Absent
John Mitchell voted	Aye
Dirk Schneider voted	Aye

Adopted by the Design Review & Historic Preservation Board on September 11, 2025.

Anna C. Piazza
Secretary to the Design Review & Historic Preservation Board

**RESOLUTION
Town of Pittsford
Design Review & Historic Preservation Board
Demolition**

**Re: 526 Mendon Road
Tax Parcel #178.03-1-80.1
Zoned: Residential - RN
File: D25-000006**

WHEREAS, James Fahy Design Associates Architecture & Engineering P.C., as agent for Malvern Views LLC, has requested approval from the Design Review and Historic Preservation Board to demolish the existing 2,800 +/- square foot single-family home and build a new 12,250 +/- square foot single-family home on the 4.9 +/- acre property; and

WHEREAS, during its regularly scheduled public meeting held on August 14, 2025, the Design Review and Historic Preservation Board decided to require a public hearing for this demolition application in accordance with the provisions of Chapter 64, Article VIII, of the Town Code; and

WHEREAS, during its regularly scheduled public meeting held on August 28, 2025, the Board opened a public hearing for the purpose of soliciting and reviewing comments from the public and the applicant, the Board continued the public hearing to the September 11, 2025, meeting at which time it was closed; and

WHEREAS, this matter is a Type II action under the New York State Environmental Quality Review Act (SEQRA), and in accordance with the provisions of 6 NYCRR § 617.5(c)(2)&(11) of the SEQRA regulations, the application requires no SEQRA review by this Board;

NOW, THEREFORE, upon consideration by the Design Review and Historic Preservation Board of the aforesaid application, and upon the completion of the aforesaid hearing, and the Board having given this matter due deliberation and consideration; it is

RESOLVED, that the Design Review and Historic Preservation Board makes the following findings and decision:

FINDINGS OF FACT

1. The 2,800 +/- square foot home proposed for demolition is located at 526 Mendon Road, a 4.9 +/- acre parcel. It is on the east side of Mendon Road about 400 feet off of the road and immediately south of Thornell Farm Park.
2. The Board has reviewed the records available for the existing home and out-buildings and they have not identified any significant historical, cultural, or architectural qualities of the structures or site.
3. The Board has also considered the homes in the general area around 526 Mendon Road and notes that the nearest home is about 295 feet away and the next nearest home is about 595 feet away. The lot is 4.9 +/- acres and has conservation easements on both the south and east sides further isolating the existing and/or a future home from adjacent properties.
4. The Board finds that the demolition of the existing home and out-buildings will not have a significant impact to the character of the neighborhood or Pittsford as a whole.

5. Approval of the demolition also acknowledges the size of the new home's living area. Detailed plans for the new home are subject to further review and approval by the Board.
6. The Board has considered possible impacts to Thornell Farm Park and concludes that the loss of the existing home and the construction of a large new home in its proposed location on the 4.9 acre parcel with extensive landscaping will not have negative impact on the park.
7. The proposed new home is 12,250 +/- square feet of living area on the first and second floors and has garage spaces for 5 cars. The proposed footprint is 11,108 square feet, which includes the dwelling, covered porches, port cochere, and garages. Town Code allows for a maximum of 8,548 square feet of footprint, and the proposed home's footprint is currently 29.9% larger than what is allowed. Review and approval of this overage is required from the Zoning Board of Appeals.
8. The Board finds, the large size of the lot, the large amount of green space around the lot, and the proposed distance of the new home from Mendon Road and the existing homes there, all serve to minimize the impacts to the area/neighborhood.

DECISION

The within application has been reviewed by the Board, taking into consideration the following four factors as required by Town Code § 64-43(c)(1),(2),(3),(4).

(1) The need or reasons for the proposed demolition;

The need or reason for the proposed demolition is to satisfy the applicant's wishes to build a new larger home on the site. In that sense, there is little or no "need" for the demolition of the existing home, and the application of this factor weighs toward denying the demolition. However, on the advice of Town counsel, the Board understands that all four factors must be applied, and no one factor, including "need," can be dispositive of the Board's inquiry. The "need" factor is to be treated as a "difficulty" which is "self-created" in the context of a zoning board granting an area variance under Town Law § 267-b(3)(b), where the difficulty is relevant to the board decision, but does not necessarily preclude the granting of the variance.

(2) The description of the replacement structure or restoration plan for the site;

The replacement structure is proposed to be a 12,250+/- square foot home. It will be located 400 +/- feet off of Mendon Road, and the property is surrounded by conservation easement and Thornell Farm Park. The site has no nearby neighbors or potential new future neighbors.

(3) The historic and architectural significance of the structure, and the effect of demolishing the structure and rebuilding any replacement structure is expected to have on the character of the neighborhood and community, including a historic district if the building stands within such a district and including any potential historic district as identified in the Town's most recent Historic Resource Survey Update; and

The home proposed for demolition is isolated far from the road and does not have notable historic, cultural or architectural significance. The area's character is quite varied in development. There are single-family homes, a park, churches, a school, and forested conservation easements in the surrounding area. There is no typical building style. Hence, there is no distinct neighborhood or community "character" that will be altered by this large home on a large lot away from varying

structures and uses. None of the surrounding area includes a historic district or has been identified as a potential historic district in the Town's most recent Historic Resource Survey Update.

(4) Information derived from the public hearing.

The public hearing did not reveal any unknown significant information about the home or property. The Board did not receive any objections to the demolition of the existing home or the construction of the new home. Public input at the hearing supported the approval of the demolition permit application.

Based on the above Findings of Fact and application of the four statutory factors above, the Board hereby approves the demolition of the existing house at 526 Mendon Road and the construction of a home with up to 12,250 +/- square feet of living area on the first and second floors, on the same property, all in accordance with the applicant's submitted and revised plans and pursuant to possible area variances and the issuance of associated building permits.

The within Resolution was moved by Chairman Schneider, seconded by Board Member Cristman, and was voted upon by members of the Board as follows:

Paul Whitbeck	voted	Nay
Jim Vekasy	voted	Aye
John Mitchell	voted	Aye
Bonnie Salem	voted	Aye
Kathleen Cristman	voted	Aye
David Wigg	voted	Absent
Dirk Schneider	voted	Aye

The Design Review and Historic Preservation Board adopted the above resolution on September 11, 2025.

Anna Piazza
Building Department Assistant