

**DESIGN REVIEW & HISTORIC PRESERVATION BOARD
MINUTES
SEPTEMBER 25, 2025**

Minutes of the Town of Pittsford Design Review and Historic Preservation Board meeting held on Thursday, September 25, 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, Bonnie Salem

ABSENT: Dave Wigg

ALSO PRESENT: Bill Zink, Building Inspector; Anna Piazza, Building Department Assistant; Robert Koegel, Town Attorney; Cathy Koshykar, Town Board Liaison

ATTENDANCE: There were 5 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 stated that there were no updates.

RESIDENTIAL APPLICATIONS: RENOVATIONS & ADDITIONS

406 Kilbourn Road

Applicant is requesting design review for material changes to a previously approved project.

Nancy Loughran, of 406 Kilbourn Road, introduced the application. Ms. Loughran is requesting design review for material changes to a previously approved project. She is proposing to change the originally approved siding by the overhang to stacked stone. Chairman Schneider inquired about the applicant proposing to wrap one of the corners with stone and not the other. The applicant explained that on the other corner the stone will go behind the siding.

Chairman Schneider motioned to approve the application for material changes to a previously approved project to change the siding to a stone veneer, with the condition that the stone veneer on the outside corner will go behind the corner board. This motion was seconded by Board Member Vekasy. Following a unanimous voice vote, the application was approved, none opposed.

93 Kilbourn Road

Applicant is requesting design changes for a previously approved 1170 square-foot addition off the rear of the home.

Christina Giangreco, of 93 Kilbourn Rd, introduced the application. Ms. Giangreco is requesting design review for design changes to a previously approved 1,170 square-foot addition off the rear of the home. She discussed the reason for the proposed changes and stated that the HVAC system and chimney need to be removed due to their poor condition. This required a change to the floor plan which changed the previously approved window placements on the east and west sides of the home. The siding will match the existing home. The proposed windows will be the same type of window as what was previously approved, but the placement and size will change. On the rear elevation, Ms. Giangreco is proposing a 10 square-foot addition with a porch and small metal roof. Chairman Schneider commented that the additional square windows on the side elevation being proposed helps improve that elevation.

Board Member Salem motioned to approve the application for design changes to a previously approved 1,170 square-foot addition off the rear of the home, consisting of a small porch in the rear and two windows on side elevation, as submitted. This motion was seconded by Board Member Whitbeck. Following a unanimous voice vote, the application was approved, none opposed.

22 Charter Oaks Drive

Applicant is returning to request design review of a 704 square-foot addition to the existing garage.

Adam Kalb, of 22 Charter Oaks Drive, introduced the application. Mr. Kalb is returning a second time to request design review of a 704 square-foot addition to the existing garage. The Board voted to deny the approval of the application at the August 28th meeting. Mr. Kalb stated that the existing garage is too small for his needs and would like to discuss how the project can move forward. Chairman Schneider stated that the applicant is still proposing to add a significant amount of length to the house and noted that the rendering shows the length of the proposed garage to be just as long as the home itself. The applicant confirmed that the correct rendering is the one showing a gable end. The Board discussed photos of homes nearby with existing garages similar to what is being proposed and Board Member Vekasy noted that many homes on Stuyvesant Road have three-car garages and are flush. Board Member Vekasy believes the newly proposed gable end is an improvement. The Board requested that the garage addition be set back by 4 feet. The applicant confirmed that the depth of the gable overhang will match the depth of the house and that the garage doors will be the same style as the existing home. Board Member Cristman still believes that the proposed garage is too large and would appear as a four-car garage. Board Member Salem stated that while the setback does improve the project and may help to diminish the proposed 50/50 garage-home ratio, she still believes that a single-car garage addition would be more desirable. Chairman Schneider noted the existing three-car garages in the applicant's neighborhood.

Chairman Schneider motioned to approve the application for a 704 square-foot addition to the existing garage with the following conditions: (1) There will be a gable end over the new garage; (2) The ridges of the existing garage and new garage will align; and (3) The new garage will have a two-foot setback behind the existing garage rear of the home. This motion was seconded by Board Member Mitchell. Following a voice vote, the application was denied.

The Board voted as follows:

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

Mr. Kalb submitted a new rendering and introduced the revised application. Mr. Kalb is requesting design review of the newly submitted design changes for an addition to the existing garage. In comparison to the rendering that was denied, the volume of the proposed garage addition is the same, but the garage doors are smaller. One garage door will be 10-feet wide by 7.6-feet tall and the other will be 16-feet wide by 7.6-feet tall. Mr. Kalb is also proposing a new window on the front facade to match the style, the sill, and the head-height of the existing first floor windows. The new garage addition will sit two feet back from the existing face of the garage.

Chairman Schneider motioned to approve the revised application with the newly submitted rendering at tonight's meeting for a 704 square-foot addition to the existing garage with the following conditions: (1) The existing garage will receive a 10-foot wide by 7.6-foot tall garage door and the addition will receive a 16-foot

wide by 7.6-foot tall garage door; (2) The existing garage will receive a new window on the front facade to match the style, the sill, and the head height of the existing first floor windows; and (3) The new addition of the garage will sit two feet back from the existing face of the garage. This motion was seconded by Board Member Mitchell. Following a unanimous voice vote, the application was approved, none opposed.

COMMERCIAL APPLICATIONS: SIGNAGE

3349 Monroe Avenue

Applicant is requesting design review for a 10.55 square-foot sign for the Columbia Store.

Connor Ewing, of Elevated Sign Solutions, introduced the application. Mr. Ewing is requesting design review for a 10.55 square-foot sign for the Columbia Store.

Board Member Mitchell motioned to approve the application for a 10.55 square-foot sign for the Columbia Store, as submitted. This motion was seconded by Board Member Salem. Following a unanimous voice vote, the application was approved, none opposed.

MEETING MINUTES REVIEW

The minutes of September 11, 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.

Board Member Mitchell closed the meeting at 6:41PM.

Respectfully submitted,

Anna Piazza
Building Department Assistant

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