

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

Minutes of the Town of Pittsford Design Review and Historic Preservation Board meeting held on Thursday, December 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, Dave Wigg, Paul Whitbeck, Kathleen Cristman, Jim Vekasy, Bonnie Salem

ABSENT: John Mitchell

ALSO PRESENT: Bill Zink, Building Inspector; Anna Piazza, Building Department Assistant; Doug DeRue, Director of Planning, Zoning & Development; Robert Koegel, Town Attorney; Cathy Koshykar, Town Board Liaison

ATTENDANCE: There were 21 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 to discuss.

RESIDENTIAL APPLICATIONS: RENOVATIONS & ADDITIONS

18 Widewaters Lane

Applicant is requesting design review of a renovation, adding windows to the exterior rear wall of the existing home.

Brian Buckley, of Wonder Windows, introduced the application. Mr. Buckley is requesting design review to add a three-bay window to the exterior rear wall of the existing home. Chairman Schneider asked if the window header of the proposed window will line up with the height of the window header of the existing window adjacent to it and the applicant confirmed.

Chairman Schneider motioned to approve the application to add a three-bay window to the exterior rear wall of the existing home, as submitted. This motion was seconded by Board Member Whitbeck. Following a unanimous voice vote, the application was approved, none opposed.

5 Escena Rise

Applicant is requesting design review to add a sliding glass door to the rear of the existing home.

Dan Sepka, of American Custom Exteriors and Interiors, introduced the application. Mr. Sepka is requesting design review to add a sliding glass door to the rear of the existing home and informed the Board that the proposed sliding glass door had already been installed. The Board discussed the trim around the sliding glass door and how it is different from the existing windows on the exterior of the home. The applicant confirmed that he is not going to match the trim of the other existing windows to the trim of the sliding glass door. The Board recognized the applicant's oversight in not getting approval prior to the installation but agreed that the rear placement minimizes the visual impact.

Vice Chairman Wigg motioned to approve the application to add a sliding glass door to the rear of the existing home, as submitted. This motion was seconded by Board Member Vekasy. Following a unanimous voice vote, the application was approved, none opposed.

10 Escena Rise

Applicant is requesting design review of a 1,069-square-foot attached pavilion, with solar panels, to the existing home.

Michael LaLena, of 10 Escena Rise, introduced the application. Mr. LaLena is requesting design review for a 1,069-square-foot attached pavilion, with solar panels, to the existing home. He stated that the solar panels will go on each side of the black metal roof of the pavilion, facing east and west. The Board questioned why the applicant is not instead looking to add solar panels to the roof of the main house, and the applicant stated that it was due to the roof's age. The Board discussed the height of the proposed structure along with the neighbor's view of the solar panels and agreed that both are not ideal. Board Member Vekasy stated that with the structure attempting to serve as both a pavilion and a solar array, it makes the structure look odd in relation to the house. He stated that some parts of the structure are clearly designed for the purpose of solar. Doug DeRue, Director of Planning, Zoning and Development, discussed the Town's solar code and explained that while free standing solar panels are not allowed, the proposed structure is essentially a loophole as it technically connects to the main home. The Board discussed the structure's excessive size and length, agreeing it is too large. Additionally, the Board agreed that the character of the structure does not match the character of other structures seen in other yards in the Town. Chairman Schneider stated that the proposed structure does not appear successful with the rest of the existing home and the roof shape chosen does not work. Chairman Schneider asked the applicant if he would still build the structure without the solar panels and the applicant confirmed. Board Member Salem stated that solar panels belong on the main roof of the home. The Board suggested the applicant rework the proposed structure and come back to the next available meeting.

RESIDENTIAL APPLICATIONS: NEW HOMES

8 Bellingham Creek

Applicant is requesting design review for the construction of a two-story single-family home approximately 3,332 square feet. This property is zoned Residential Neighborhood (RN).

Chris Pagan, of Spall Homes/Spall Realtors Corp, introduced the application. Mr. Pagan is requesting design review for the construction of a two-story single-family home approximately 3,332 square feet.

Board Member Whitbeck motioned to approve the application for the construction of a two-story single-family home approximately 3,332 square feet, as submitted. This motion was seconded by Board Member Salem. Following a unanimous voice vote, the application was approved, none opposed.

114 Sunset Boulevard

Applicant is requesting design review for the construction of a two-story single-family home approximately 3,180 square feet. This property is zoned Residential Neighborhood (RN).

John Bell, of 114 Sunset Boulevard, introduced the application. Mr. Bell is requesting design review for the construction of a two-story single-family home approximately 3,180 square-feet. He stated that the application received board approval a few years ago and he is back with some proposed changes. The asphalt roof will be changed to a metal roof, the glass front entrance door will be changed to a solid door, the height of some windows will be slightly increased, and the lower roof on the rear of the home will be changed from a flat roof to a gable.

Chairman Schneider motioned to approve the application for the construction of a two-story single-family home approximately 3,180 square feet, with the condition that the metal roof be a dark color. This motion was

seconded by Board Member Vekasy. Following a unanimous voice vote, the application was approved, none opposed.

COMMERCIAL APPLICATIONS - SIGNAGE

3300 Monroe Avenue – HQ Exterior Signage

Applicant is requesting design review for a 14-square-foot sign for HQ.

Jennifer Ross, Property Manager for Pittsford Place (3300 Monroe Avenue), introduced the application. Ms. Ross is requesting design review for a 14-square-foot sign for HQ, a global workspace company. She stated that the proposed sign will be lit.

Board Member Salem motioned to approve the application for a 14-square-foot lighted sign for HQ, as submitted. This motion was seconded by Board Member Cristman. Following a unanimous voice vote, the application was approved, none opposed.

DEMOLITION APPLICATIONS: PUBLIC HEARING

71 Knollwood Drive

Applicant is requesting Board approval to demolish the existing 3,420-square-foot, two-story, single-family home, with the intent to build a 6,510-square-foot, two-story, single-family home (with finished basement) on the property. This property is zoned Residential Neighborhood (RN).

Chairman Schneider stated that this is an open public hearing.

Paul Colluci, of DiMarco Constructors, introduced the application. Mr. Colluci is requesting Board approval to demolish the existing 3,420-square-foot, two-story, single-family home, with the intent to build a 6,510-square-foot, two-story, single-family home with a finished basement on the property.

Chairman Schneider discussed the draft resolution he wrote for the project. His recommendations included reducing the overall footprint, modifying the proposed four-car garage to a three-car garage, and limiting the home's height to a maximum of 30 feet. Pat Morabito, Architect, discussed how the specific style chosen for the home requires a taller roof.

Board Member Vekasy noted that the proposed home would be an outlier as compared to the other homes nearby due to its size and footprint. Board Member Salem discussed footprint and lot sizes of the 14-15 homes closest in proximity to the home, which make up the proposed home's neighborhood. The applicant is proposing a bigger home on a smaller lot, which would be larger than anything else around it.

Mr. Colluci discussed the potential of reducing the footprint down to the existing maximum footprint allowed by the Town's code. Doug DeRue, Director of Planning, Zoning and Development, explained that the code dictates the footprint of a home and not the size of a home. He stated that if the home is built only to the allowed footprint, it could eliminate the need for the variances.

Paul Colluci requested an extension of time for the Board to vote on the application.

Chairman Schneider motioned to approve the applicant's request for an extension of time for the Board to vote on the application until the end of January 2026. This motion was seconded by Board Member Vekasy. Following a unanimous voice vote, the request was approved, none opposed.

COMMERCIAL APPLICATIONS

2851 Clover Street (300 Tobey Village Road) - Pittsford Oaks

Applicant is requesting design review for Pittsford Oaks Apartments.

Anthony Daniele, of 2815 Clover LLC (300 Tobey Village Road), introduced the application. Mr. Daniele is requesting design review for the Pittsford Oaks Apartments. In addition to bringing the blown-up details of the building as requested, he also brought various samples of the materials and siding proposed for the building.

Thomas Schreve, of Passero Associates, discussed the design changes made since the last meeting. In response to the Board's latest comments, he increased the board and batten siding on the east elevation and resolved all areas with pancaking. Mr. Schreve confirmed that all windows will be white, and all roofs will be asphalt shingles. He discussed the various stone samples, along with the lighter and darker colored siding samples. The applicant highlighted that the stone material will wrap around the corners of the building. The Board discussed the colors of the material samples and agreed that they will work well together. Chairman Schneider stated that in relation to the architecture of the building, it has been substantially improved and has great variation.

Chairman Schneider motioned to approve the application for 2851 Clover Street (300 Tobey Village Road), *Pittsford Oaks Apartments*, for the presented architectural styles and materials submitted, as submitted. This motion was seconded by Board Member Vekasy. Following a unanimous voice vote, the application was approved, none opposed.

INFORMAL REVIEW

55 Mitchell Road

Applicant is requesting Board feedback on adding an attached 2 car garage to the home along with demolishing the existing Carriage House and constructing a new one.

Steve Cullum, Architect, introduced the informal application to the Board. Mr. Cullum is requesting Board feedback on adding an attached two-car garage to the existing home, along with demolishing the existing Carriage House and constructing a new one.

Regarding the main house addition, the applicant is looking to add more historic-looking windows to the home, a new entrance, a garage addition, and a new mudroom. He also discussed the proposed trees. Mr. Cullum discussed various parts of the home that are more historic-looking and stated that he will look into if the existing chimney is historic, as he would like to remove it.

Board Member Salem stated that any addition to the home will be significant and requires thought. The proposed entrance, mudroom, and garage addition are notably critical as they are in the front of the home. The Board commented on the size of the house addition, noting that it is particularly small. Chairman Schneider requested that the applicant submit a rendering that shows the full length of the front of the home with the proposed addition, as opposed to the one submitted which cuts off part of the home. Chairman Schneider discussed the proposed addition, stating that the size of it does not look historic and the windows appear top-heavy.

Mr. Cullum discussed the purpose behind the proposed changes and made note of the report for demolition that was submitted for the home, as required by code. He will bring the report to the next meeting for the Board. The applicant discussed the existing pull-through driveway that pulls into the neighbor's yard and explained why he is proposing to eliminate it.

The Board discussed two alternative ideas for the project: (1) rotating the garage addition so that it is not visible to others, or (2) implementing a portico share idea which would eliminate the proposed garage doors, as they do not fit with the existing home. Board Member Salem expressed her concern with adding elements that do not appear historic to an otherwise historic looking home, while Chairman Schneider noted that there are

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alternative, more simple ways to do additions compared to what is proposed. Due to the home's significance, the Board agreed that a site visit is necessary.

Regarding the Carriage House, the applicant stated that the desire is to make the structure more agricultural, functional, and safe. He confirmed that the goal is not for the structure to become an apartment, and there will be no additional parking spaces added. The existing Carriage House is two stories, and the applicant is proposing to raise it by a foot and a half, while keeping it within the existing footprint.

Board Member Salem informed the Board that in addition to the main home and a good portion of the land, the Carriage House was also included in the designation. She discussed the Town's guidelines for a designated structure. Chairman Schneider believes it will be more beneficial for the Board to go over the report with a structural engineer before doing the site visit so that they know what to look for.

MEETING MINUTES REVIEW

The minutes of November 13, 2025 were approved following a motion by Chairman Schneider. This motion was seconded by Board Member Cristman. Following a unanimous voice vote, the minutes were approved, none opposed.

Chairman Schneider closed the meeting at 9:22PM.

Respectfully submitted,

Anna Piazza
Building Department Assistant

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