

**Town of Pittsford Design Review & Historic Preservation Board**  
**MINUTES**  
**April 11, 2024**

Minutes of the Town of Pittsford Design Review and Historic Preservation Board meeting held on Thursday, April 11, 2024, at 6:00PM local time. The meeting took place in the Lower-Level Meeting Room of Pittsford Town Hall, 11 S. Main Street.

**PRESENT:** Dirk Schneider, Chairman; John Mitchell; Jim Vekasy; Paul Whitbeck  
Bonnie Salem; Kathleen Cristman

**ABSENT:** Dave Wigg, Vice Chairman

**ALSO PRESENT:** Bill Zink, Building Inspector; Meghan Brooks, Building Department Assistant; Cathy Koshykar, Town Board Liaison

**ATTENDANCE:** There were 12 members of the public present.

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The Design Review and Historic Preservation Board (DRHPB) Chairman Dirk Schneider called the meeting to order at 6:01PM.

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**HISTORIC PRESERVATION DISCUSSION**

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DRHPB Member Bonnie Salem updated the Board regarding homes interested in designation. She stated that the homeowners on Thornell are interested in designating their home in the future but are very busy at the moment. The homeowner of 7 Landsdowne Lane continues to work diligently on the application but is currently busy with spring maintenance.

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**RESIDENTIAL APPLICATIONS: RENOVATIONS & ADDITIONS**

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**41 Old Farm Circle**

*Applicant is requesting design review for an approximately 850-square-foot second-story addition to the north side of the home.*

Patrick Flint, AIA, introduced the application. Mr. Flint stated that the application has been revised to reflect the Board's commentary from the last meeting, including windows, siding, and the cantilevered section. Stairs have been added to the deck outside and the interior stairs have been removed to meet zoning requirements. An interior door was also removed.

Board Member Salem asked about the two windows on the front, first-floor level of the home. Mr. Flint stated that they are currently fixed picture windows, and they are changing them to casement windows to allow for better ventilation in that room. Ms. Polidor stated that her reason for using casements is for clearer visibility. Board Member Salem shared her opinion that they are not as fitting as double hung windows.

DRHPB Chairman Dirk Schneider stated that he feels like the design is an improvement from what was presented last time and does maintain the hierarchy of the home. He confirmed with the applicant that the color will match.

DRHPB Member Kathleen Cristman motioned to approve the approximately 850-square-foot second-story addition as submitted. This motion was seconded by DRHPB Chairman Dirk Schneider. Following a unanimous voice vote, the application was approved, none opposed.

### **32 Locke Drive**

*Applicant is requesting design review for a 252-square-foot addition to the south side of the home.*

Jim Beswick of James Beswick Contracting introduced the application. Mr. Beswick stated the addition will be on the back of the home and not be visible from the road. All features will match the current structure.

Chairman Schneider stated that while the bottom of the new window on the front elevation is a little higher than the existing window, it seems to still fit.

DRHPB Member Bonnie Salem motioned to approve the 252-square-foot addition as submitted. This motion was seconded by DRHPB Member Paul Whitbeck. Following a unanimous voice vote, the application was approved, none opposed.

### **73 Mahogany Run**

*Applicant is requesting design review for a 256-square-foot three-season room addition off the back of the home.*

Nate Esh of Keystone Custom Decks introduced the application. Mr. Esh stated that they will be adding a composite deck with vinyl rail and a three-season room to the existing home. A patio will go underneath both the deck and three-season room. Pressure-treated beams will be installed for extra support. Posts will be wrapped with white vinyl. The three-season room will have siding and windows that match the current home and the room will be insulated.

Chairman Schneider confirmed that the new siding will have the same exposure as the current siding. DRHPB Member Vekasy confirmed that the shingles of the addition will match the existing roof.

DRHPB Member John Mitchell motioned to approve the 256-square foot three-season room addition as submitted, with the condition that the siding on the addition matches the exposure of the existing home. This motion was seconded by DRHPB Member Bonnie Salem. Following a unanimous voice vote, the application was approved, none opposed.

## **COMMERCIAL APPLICATIONS: SIGNAGE**

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### **3019 Monroe Avenue (3001 Monroe Avenue)**

*Applicant is requesting design review for a 31-square-foot sign for Definitive Beauty in Springhouse Commons.*

Angela Mazza of Definitive Beauty introduced the application. Ms. Mazza stated that they are moving into the old Sorella Salon space.

Chairman Schneider confirmed with Ms. Mazza that the Ellie Mental Health sign will not be removed.

DRHPB Chairman Dirk Schneider motioned to approve the 31-square-foot sign for Definitive Beauty in Springhouse Commons Plaza as submitted, with the clarification that the Ellie Mental Health sign will not be removed. This motion was seconded by DRHPB Member Kathleen Cristman. Following a unanimous voice vote, the application was approved, none opposed.

### **COVENTRY RIDGE SECTION 3 REVIEW**

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Building Inspector Bill Zink stated that if the Board has any comments for the staff to take to the DRC meeting, this is their moment to provide them.

Board Member Salem stated that it looks like all the homes noted on the preliminary plans have sideload garages and that she is glad that the lots are big enough to allow for them. Chairman Schneider stated that it looks like they are accentuating the grading for walkout basements and added that, as a Board, they would like to see variety in the home designs to avoid having the section look too uniform. DRHPB Member John Mitchell mentioned that they are just using placeholder forms on the plans, but he is interested to see what will be built.

### **03/28/2024 MEETING MINUTES REVIEW**

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The minutes of March 28, 2024, were approved following a motion by DRHPB Member Bonnie Salem. This motion was seconded by DRHPB Chairman Dirk Schneider. Following a unanimous voice vote, the minutes were approved, none opposed.

Design Review and Historic Preservation Board Chairman Dirk Schneider closed the meeting at 6:28.

Respectfully submitted,

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Meghan Brooks  
*Building Department Assistant*

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