

**Design Review and Historic Preservation Board  
Minutes  
June 25, 2020**

**PRESENT**

Dirk Schneider, Chairman; Leticia Fornataro, Paul Whitbeck, Bonnie Salem, Kathleen Cristman

**ALSO PRESENT**

Mark Lenzi, Building Inspector; Allen Reitz, Assistant Building Inspector; Susan Donnelly, Secretary to the Board; Robert Koegel, Town Attorney; Kevin Beckford, Town Board Liaison

Proceedings of a regular meeting of the Pittsford Design Review and Historic Preservation Board were held on Thursday, June 25 at 6:00 P.M. local time. The meeting took place with Board members and applicants participating remotely using Zoom.

**ABSENT**

John Mitchell

Dirk Schneider opened the meeting at 6:00 pm.

**HISTORIC PRESERVATION DISCUSSION**

The reception for inventoried homeowners and banners for the historic district were discussed. Currently, the website is not allowing bookings for rooms at the Spiegel Center due to the COVID -19 pandemic but Leticia will reach out to her contact at the Spiegel Center. A discussion was held as to whether the banners should be ordered to be installed at a later date. Leticia Fornataro will report back at the next meeting regarding this after consulting the sign company.

**APPLICATION FOR CERTIFICATE OF APPROPRIATENESS**

• **117 East Street**

The Applicant is requesting a Certificate of Appropriateness, pursuant to Code Section 185-196, for the addition of a fence. This property is zoned AG (Agricultural) and is designated historic.

Dirk Schneider opened the public hearing.

The applicant, Kathy Gleason, joined the Zoom call.

Discussion was held as to whether the scalloped design of the pickets were appropriate to the Greek Revival style architecture of the home. It was discussed that the fencing is set back from the road and is only minimally visible. The scalloped design is the preferred style of the homeowner. The Board felt the scalloped design

would work but the maximum height of the post should be no higher than 5 ft. It was noted that the submitted design features second row of pickets that the Board approves of. It was pointed out to the homeowner that the finished side of the fence should face outwards. The wood material of the fence is what the Board agreed on and what they approved.

There was no public comment

Dirk Schneider moved to close the Public Hearing.

All Ayes.

Bonnie Salem read a resolution and the Board approved a Certificate of Appropriateness for a wood fence with the following conditions:

- a. All work is to be completed by July 1, 2021.

Dirk Schneider call for a roll call vote.

Dirk Schneider voted aye  
Bonnie Salem voted aye  
Paul Whitbeck voted aye  
Kathleen Cristman voted aye  
Leticia Fornataro voted aye  
David Wigg voted aye

## **RESIDENTIAL APPLICATION FOR REVIEW**

- **9 White Briar**

The Applicant is requesting design review for the first floor addition. The addition will be approximately 469 sq. ft. and will be located to the rear of the structure.

Jeff Shear of Jeff Shear Homes was present to discuss the application with the Board.

An in law apartment will be added to the rear of the home. There will be no kitchen. Mark Lenzi confirmed he has reviewed the plans and there was no concern of this becoming a second dwelling.

It was noted that the gable is a different style from the style of the sunroom addition, but the home already has a variety of double hung and casement style windows.

David Wigg moved to accept the application as submitted.

Leticia Fornataro seconded.

All Ayes.

- **797 Stone Road**

The Applicant is requesting design review for the one story addition and porch. The addition and roof will be approximately 745 sq. ft. and will be located to the rear.

The architect Jim Brasley and the homeowner Kathryn Gallant were present. An addition and porch are being added to accommodate a family member. A change in the drawings was noted. The entrance has been moved to the rear of the home so as to not give the appearance of an in law suite. The roof slopes and materials will match the existing home.

Awning windows are to be added to the addition. It was pointed out that there is already a mix of windows on the current structure.

Kathleen Cristman moved to approve the drawings submitted June 22, 2020 as submitted.

Dave Wigg seconded.

All Ayes.

- **290 Tobey Road**

The Applicant is requesting design review for the addition of a third bay to an existing two car garage and the conversion of the underside of a deck to a screened porch. The garage addition will be approximately 432 sq. ft. and the screened porch will be 144 sq. ft.

Jim Brasley discussed this application with the Board. Mr. Brasley outlined the project. A third bay garage will be stepped back two feet, a new screened porch will be added and the front elevation will be embellished. Materials will match the existing. Shakes will be added to all gables. The existing brick will be replaced with stone. This indicates a change to the front elevation embellishments from the drawings submitted. The window heights will line up and muntin bars will be in the windows.

Paul Whitbeck noted that the massing on elevation on A-6 of the drawings appeared very bare. Jim Brasley noted the addition of a man door on the garage and offered to add a window on the side elevation of the garage, although this was not his preference.

Dirk Schneider moved to accept the application as submitted with the amendment of the drawings on the A-4 drawings to indicate stone on the recessed porch area only. This approval also includes new shakes installed in all the gables.

Bonnie Salem seconded.

All Ayes.

- **31 Sandpiper Lane**

The Applicant is requesting design review for the addition of a first floor bedroom/bathroom and front porch. The addition will be approximately 415 sq. ft. and will be located to the west of the existing home. The porch addition will be approximately 72 sq. ft. and will be on the front of the home.

The homeowner Sean Regan and architect Bill Dean were present.

The materials will match the existing materials on the home including the exposed concrete block.

Dirk Schneider and Leticia Fornataro disclosed that they are acquainted with the architect but they have no financial interest in the matter. Robert Koegel indicated that it would appropriate that they vote on the matter.

Paul Whitbeck moved to accept the application as submitted.

Leticia Fornataro seconded.

All Ayes.

## **COMMERCIAL APPLICATION FOR REVIEW**

- **3650 Monroe Avenue**

The Applicant is requesting design review for the replacement of the "Pittsford Manor Apartments" sign. The current sign was damaged and will be replaced with an approximately 15 sq. ft. sign.

Vanessa Long was present to discuss the application. The posts are still in the same location as the previous sign. The lights below remain in the same location. The sign will white with black and gold lettering.

Bonnie Salem moved to approve the application as submitted.

Paul Whitbeck seconded.

All Ayes.

**OTHER – REVIEW OF 6/11/2020 MINUTES**

Kathleen Cristman moved to accept the application as submitted.

Bonnie Salem seconded.

All Ayes.

The meeting adjourned at 7:35 pm.

Respectfully submitted,

Susan Donnelly  
Secretary to the Board