

**Design Review and Historic Preservation Board
Minutes
May 28, 2020**

PRESENT

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, May 28 at 6:00 P.M. local time. The meeting took place with Board members and applicants participating remotely using Zoom.

ABSENT

Dirk Schneider, Chairman; David Wigg, Vice Chairman; John Mitchell

Bonnie Salem opened the meeting at 6:00 pm.

HISTORIC PRESERVATION DISCUSSION

Bonnie Salem mentioned that there are several landmark homes for sale at the present time and inquired if those new homeowners would receive letters and brochure regarding guidelines for owning a historic property in the Town of Pittsford.

It was decided to hold off on ordering the banners for the historic district until such time that businesses are deemed open due to closures during the COVID-19 pandemic crisis.

RESIDENTIAL APPLICATION FOR REVIEW

• **155 West Brook Road**

The Applicant is requesting design review for the addition of a screened porch. The porch will be approximately 571 sq. ft. and will be located to the rear of the structure.

The homeowners, Carol and Leo Finucane, were present to discuss their project. The designer, James Kruger, also attended the meeting.

The proposed project is to build a screened in porch on the footprint of their existing deck on the rear of their home. The porch will be uninsulated with a door to the outside.

Bonnie Salem inquired about materials. Board and batten will be painted to match the home.

Paul Whitbeck suggested that the eyebrow window be changed to a triangular shape to match the roof line.

Paul Whitbeck disclosed that he is an acquaintance of the applicant but he had no financial involvement in the project. Robert Koegel advised that it was not necessary to recuse himself from the vote.

Kathleen Cristman moved to accept the application as submitted.

Paul Whitbeck seconded.

Bonnie Salem called for a roll call vote.
Schneider was absent

Salem voted aye
Wigg was absent
Whitbeck voted aye
Fornataro voted aye
Cristman voted aye
Mitchell was absent

RESIDENTIAL APPLICATION FOR REVIEW – NEW HOMES

- **11 Lexton Way**

The Applicant is requesting design review for the construction of a two story single family home. The home will be approximately 2767 sq. ft. and will be located in the Wilshire Hills Subdivision.

Jeff Brokaw of Morrell Builders was present to discuss the construction of a new home.

The construction is a two story colonial design with a stone façade.

Leticia Fornataro inquired about the egress plan for the basement should it become habitable space. Mark Lenzi stated that per NYS code an egress window is required whether the space is made habitable or not.

Paul Whitbeck commented on the lack of fenestration on the left side of the right side elevation and the left side of the rear elevation. Jeff Brokaw stated that there are many other windows of both of those elevations and the rear elevation with no windows is the back of the garage and that is not a preferable place to have a window.

Bonnie Salem moved to accept the application as submitted.

Leticia Fornataro seconded.

Bonnie Salem called for a roll call vote.

Schneider was absent
Salem voted aye
Wigg was absent
Whitbeck voted aye
Fornataro voted aye
Cristman voted aye
Mitchell was absent

COMMERCIAL APPLICATION FOR REVIEW

- **3001 Monroe Avenue**

The Applicant is requesting design review for the change to an existing business identification sign. The design of the "Brow Diva" sign will remain the same but will be shifting over to make room for a new sign "Tim make up/ This is me". The sign will be .05" black acrylic and stud mounted flush.

The applicants Jamie and Amy Catalano were present to discuss the application.

The sign band allows for three companies names to be displayed. The current Brow Diva sign will be removed and the sign band repainted to match other existing signs . The new signage will reflect the same thickness displaying Tim make up/This is me.

Paul Whitbeck moved to accept the application as submitted.

Bonnie Salem seconded.

Bonnie Salem called for a roll call vote.

Schneider was absent
Salem voted aye
Wigg was absent
Whitbeck voted aye
Fornataro voted aye
Cristman voted aye
Mitchell was absent

OTHER

Mark Lenzi indicated that there is a plan for the next Design Review and Historic Preservation meeting to proceed on Thursday, June 11 via a Zoom meeting.

REVIEW OF 5/14/2020 MINUTES

Bonnie Salem moved to approve the minutes of the May 14, 2020 meeting with corrections.

Leticia Fornataro seconded.

All Ayes.

The meeting adjourned at 6:35 pm.

Respectfully submitted,

Susan Donnelly
Secretary to the Board