

**DESIGN REVIEW & HISTORIC PRESERVATION BOARD
MINUTES
JULY 24, 2025**

Minutes of the Town of Pittsford Design Review and Historic Preservation Board meeting held on Thursday, July 24, 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: Dave Wigg, Paul Whitbeck, Jim Vekasy, Kathleen Cristman

ABSENT: Dirk Schneider, John Mitchell, Bonnie Salem

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

ATTENDANCE: There were 6 members of the public present.

Design Review and Historic Preservation Board (DRHPB) Vice Chairman Dave Wigg called the meeting to order at 6:00PM.

HISTORIC PRESERVATION DISCUSSION

Board Member Cristman discussed a few Milepost Historic banners that appear to be falling on Stone Road and near the cemetery. She requested these to be fixed.

RESIDENTIAL APPLICATIONS: RENOVATIONS & ADDITIONS

18 Vantage Drive

Applicant is requesting design review for the addition of an approximately 225 square-foot three-season room off the rear of the home.

Dayn Beck, of Patio Enclosures, introduced the application. Mr. Beck is requesting design review for the addition of an approximately 225 square-foot three-season room off the rear of the home. Mr. Beck stated that the addition will have shingles to match the house as close as possible due to weather fading. The addition will have either the natural color or siding to match the home, and the colors will match the home as well.

Vice Chairman Wigg motioned to approve the application for an approximately 225 square-foot three-season room off the rear of the home with the condition the homeowner choose either the natural color or siding to match the house. This motion was seconded by Board Member Cristman. Following a unanimous voice vote, the application was approved, none opposed.

OVERSIZED ACCESSORY STRUCTURES

17 Whitley Court

Applicant is returning to request design changes for a 336 square-foot pavilion.

Julie Judd, of JOSH Landscape Co., introduced the application. Ms. Judd is requesting design changes to a previously approved application for the addition of a 336 square-foot pavilion. Ms. Judd discussed changing the roof structure to gable roofs and then needing to change the shape of the fireplace as well. She stated that the fireplace is still a wood-framed chimney with stone veneer and noted there were no changes to the size.

Board Member Vekasy motioned to approve the application requesting design changes for a 336 square-foot pavilion, as submitted. This motion was seconded by Board Member Cristman. Following a unanimous voice vote, the application was approved, none opposed.

RESIDENTIAL APPLICATIONS: NEW HOMES

2 Bellingham Creek

Applicant is requesting design review for the construction of a two-story single-family home approximately 2,926 square-feet that is located in the Coventry Ridge Subdivision.

Matt Winseman, of Spall Homes/Spall Realtors Corp, introduced the application. Mr. Winseman is requesting design review for the construction of a two-story single-family home approximately 2,926 square-feet that is located in the Coventry Ridge Subdivision. The home will have horizontal siding throughout with brick accent panels. Bill Zink, Building Inspector, informed the Board that Bellingham Creek is a new street off of Coventry Ridge in Section 4. The Board discussed how the neighboring homes are aimed on the road in comparison to how this home will be aimed. Board Member Cristman asked the applicant if the home will be within the same color palette as the Coventry Ridge homes and the applicant confirmed.

Vice Chairman Wigg motioned to approve the application for the construction of a two-story single-family home approximately 2,926 square-feet that is located in the Coventry Ridge Subdivision, as submitted. This motion was seconded by Board Member Whitbeck. Following a unanimous voice vote, the application was approved, none opposed.

3 Bellingham Creek

Applicant is requesting design review for the construction of two-story single-family home approximately 3,135 square-feet that is located in the Coventry Ridge Subdivision.

Matt Winseman, of Spall Homes/Spall Realtors Corp, introduced the application. Mr. Winseman is requesting design review for the construction of a two-story single-family home approximately 3,135 square-feet that is located in the Coventry Ridge Subdivision. Vice Chairman Wigg discussed the trim boards and asked the applicant if the boards will be brought down to grade to which the applicant confirmed.

Board Member Vekasy motioned to approve the application for the construction of a two-story single-family home approximately 3,135 square-feet that is located in the Coventry Ridge Subdivision with the condition that on the front elevation on the right-hand side, the corner trim needs to come close to grade. This motion was seconded by Board Member Cristman. Following a unanimous voice vote, the application was approved, none opposed.

CERTIFICATES OF APPROPRIATENESS

60 Mitchell Road

Applicant is requesting a Certificate of Appropriateness, pursuant to Town Code Section 185-196, to add a wooden gate at the driveway of a Designated Historic Landmark. This property is zoned Residential Neighborhood (RN).

Vice Chairman Wigg opened the public hearing.

Alexandra Ryan, of 60 Mitchell Road, introduced the application. Ms. Ryan is requesting a Certificate of Appropriateness to add a wooden gate at the driveway of a Designated Historic Landmark. She stated that it will be a barn-style gate similarly matching the character of the house. Ms. Ryan explained the reason for this request is that she has young children and because she lives on a busy street and cars use her driveway to turn around, she is worried about a car pulling in and harming them. She stated that she will hire a carpenter to

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build the gate and plans to work with a landscape architect to ensure it is both to scale and matches the style of the home. Board Member Whitbeck asked the applicant about the dimensions of the gate and the applicant replied that she does not have that finalized yet. Board Member Cristman agreed that there is a lot of traffic on the applicant's street. Ms. Ryan discussed the placement of the gate on the driveway and stated that she is requesting the gate to be 25 feet off of the road. Vice Chairman Wigg stated that while the applicant is on the right tract, the Board will need more information to create a Certificate of Appropriateness. He stated the Board will need to look at the materials, dimensions, hardware, locations, and the full plan created by the applicant's landscape architect. Board Member Vekasy stated that he believes the barn-style of the gate works and discussed burying the columns. Ms. Ryan stated that she will come back to the Board after meeting with her landscape architect and getting the information she needs for a Certificate of Appropriateness.

Vice Chairman Wigg stated that this public hearing will remain open.

MEETING MINUTES REVIEW

The minutes of July 10, 2025 were approved following a motion by Vice Chairman Wigg. This motion was seconded by Board Member Whitbeck. Following a unanimous voice vote, the minutes were approved, none opposed.

Vice Chairman Wigg closed the meeting at 6:40PM.

Respectfully submitted,

Anna Piazza
Building Department Assistant

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