

**DESIGN REVIEW & HISTORIC PRESERVATION BOARD
MINUTES
FEBRUARY 12, 2026**

Minutes of the Town of Pittsford Design Review and Historic Preservation Board meeting held on Thursday, February 12, 2026, 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, Kathleen Cristman, Jim Vekasy, Bonnie Salem, John Mitchell

ABSENT: Dirk Schneider

ALSO PRESENT: Bill Zink, Building Inspector; Anna Piazza, Building Department Assistant; Robert Koegel, Town Attorney; Cha Ron Sattler-Leblanc, Town Board Liaison

ATTENDANCE: There were 17 members of the public present.

Design Review and Historic Preservation Board (DRHPB) Vice Chairman Jim Vekasy called the meeting to order at 6:02PM.

HISTORIC PRESERVATION DISCUSSION

Board Member Salem followed up in regard to planning the reception for owners of inventoried properties in town and discussed targeting a specific group of properties rather than all of them. Referring to a handout she distributed, Board Member Salem discussed various ways of grouping the inventoried properties and asked for the Board's feedback. Vice Chairman Vekasy introduced two additional options: grouping by architectural style and grouping by year built.

The handout is attached to the meeting minutes.

RESIDENTIAL APPLICATIONS: RENOVATIONS & ADDITIONS

148 W Jefferson Road

Applicant is requesting design review for the addition of an approximately 7,580 square foot pool house attached to the existing house. This property is zoned Residential Neighborhood (RN).

As part of the meeting, the Board was provided a document with findings supporting approval of the application. These findings are attached to the meeting minutes.

Craig Jensen, of CJS Architects, introduced the application. Mr. Jensen is requesting design review for the addition of an approximately 7,580 square foot pool house attached to the existing house. Mr. Jensen discussed the size of the addition and the size of the lot, noting that the property slopes down away from the street. He stated that there will be very little street visibility of the addition because the home sits further back on the lot. The existing trees along the property next to Pittsford Sutherland High School will also help to screen it. Along with siding to match the existing home, the addition will have metal siding on a portion of the west side. The roof will have shingles to match the existing home.

Mr. Jensen discussed the home's neighborhood and stated that it would not be affected. Board Member Salem discussed her apprehension over the home being located on a main street and emphasized that every home has a neighborhood. She is concerned that the addition will be twice the size of the existing home, and that the trees surrounding it are not permanent. Board Member Mitchell stated that because of the unique mix of neighbors surrounding the home, he supports the proposed addition. Vice Chairman Vekasy stated that

APPROVED MINUTES 021226

because the street perspective of the addition is minor and it is set back far enough on the lot, he supports it. Board Members Wigg and Cristman are also in support of the addition.

Board Member Wigg motioned to approve the application for the addition of an approximately 7,580 square foot pool house attached to the existing house, as submitted. This motion was seconded by Board Member Mitchell. Following a majority voice vote, the application was approved.

The Board voted as follows:

Dave Wigg voted	Aye
Kathleen Cristman voted	Aye
Bonnie Salem voted	Nay
Jim Vekasy voted	Aye
Paul Whitbeck voted	Aye
John Mitchell voted	Aye
Dirk Schneider voted	Absent

3 Carters Grove

Applicant is requesting design review for a 432 square foot rear addition to include a deck with porch roof and gas fireplace. This property is zoned Residential Neighborhood (RN).

Hugo Valencia, of 3 Carters Grove, introduced the application. Mr. Valencia is requesting design review for a 432 square foot rear addition to include a deck with a porch roof and wood-burning fireplace. Bill Zink, Building Inspector, pointed out that the renderings submitted to the Town reflect that the applicant is proposing a gas fireplace and not a wood-burning fireplace, which would require a full chimney. Robert Koegel, Town Attorney, explained that the Board needs to approve what is reflected on the plan, and a wood burning fireplace is a different structure.

Vice Chairman Vekasy tabled the application and asked the applicant to submit updated drawings for the next meeting.

6 Coach Side Lane

Applicant is requesting design review for a 44 square foot rear addition. This property is zoned Residential Neighborhood (RN).

Steve Mancini, of SPM Development, introduced the application. Mr. Mancini is requesting design review for a 44 square foot rear addition. All materials used will match the existing home.

Vice Chairman Vekasy motioned to approve the application for a 44 square foot rear addition, as submitted. This motion was seconded by Board Member Whitbeck. Following a unanimous voice vote, the application was approved, none opposed.

40 Greylock Ridge

Applicant is requesting design review for a 345 square foot rear addition. This property is zoned Residential Neighborhood (RN).

Douglas Templeton, of Northline Architects, introduced the application. Mr. Templeton is requesting design review for a 345 square foot rear addition. He discussed extending the gable and stated that aside from adding a black metal roof, the materials will match the existing home. The cupola will match the existing garage.

Board Member Cristman motioned to approve the application for a 345 square foot rear addition, as submitted. This motion was seconded by Board Member Salem. Following a unanimous voice vote, the application was approved, none opposed.

34 French Road

Applicant is requesting design review for a 332 square foot rear addition. This property is zoned Residential Neighborhood (RN).

Derek Romig, of 34 French Road, introduced the application. Mr. Romig is requesting design review for a 332 square foot rear addition. The addition will have an asphalt roof and vinyl siding to match the existing home. Mr. Romig stated that there will be no window changes and informed the Board that the existing double sliders on the north elevation of the home will not be removed, contrary to the proposed rendering which reflects that they are.

Board Member Salem motioned to approve the application for a 332 square foot rear addition, with the condition that the existing sunroom on the north elevation will stay the same. This motion was seconded by Board Member Cristman. Following a unanimous voice vote, the application was approved, none opposed.

5 Woods Hole Court

Applicant is requesting design review for the addition of a three season room off the rear of the home. This property is zoned Residential Neighborhood (RN).

Patrick Giusto, of 5 Woods Hole Court, introduced the application. Mr. Giusto is requesting design review for the addition of a three season room off the rear of the home. The existing deck will be covered with a black metal roof.

Board Member Mitchell motioned to approve the application for the addition of a three season room off the rear of the home, as submitted. This motion was seconded by Board Member Salem. Following a unanimous voice vote, the application was approved, none opposed.

COMMERCIAL APPLICATIONS

4245 East Avenue

Applicant is requesting design review to add an ADA compliant ramp and new entrance door on the northeast corner of Smyth Hall. This property is zoned Suburban Residential District (SRAA).

Board Member Vekasy recused himself from reviewing and voting on the application due to a declared conflict of interest.

Mark Maddalina, of SWBR, introduced the application. Mr. Maddalina is requesting design review to add an ADA compliant ramp and new entrance door on the northeast corner of Smyth Hall. The proposed location is ideal because people are parking and accessing the building from the north. Mr. Maddalina pointed out a color error in the rendering submitted and clarified that all trim will be light beige, including the trim on the door. Additionally, the ramp will have steel rails.

Board Member Wigg motioned to approve the application to add an ADA compliant ramp and new entrance door on the northeast corner of Smyth Hall, as submitted. This motion was seconded by Board Member Whitbeck. Following a majority voice vote, the application was approved, none opposed. Board Member Vekasy did not vote due to his earlier recusal.

CERTIFICATES OF APPROPRIATENESS: PUBLIC HEARING

55 Mitchell Road

Applicant is requesting a Certificate of Appropriateness, pursuant to Town Code Section 185-196, for the reconstruction of the carriage house and an addition to the main home. This includes the demolition of the

APPROVED MINUTES 021226

existing carriage house in accordance with Chapter 64 Article VIII §64-43 of the Town Code. This property is zoned Residential Neighborhood (RN) and Local Waterfront Overlay District (LWOD).

Vice Chairman Vekasy opened the public hearing.

Steve Cullum, of Hanlon Architects, introduced the application. Mr. Cullum is requesting a Certificate of Appropriateness for the reconstruction of the carriage house and an addition to the main home, including the demolition of the existing carriage house.

David Finkbeiner, Structural Engineer for the project, stated that he was retained to perform a structural review of the carriage house and outlined the findings of the structural report to the Board. Mr. Finkbeiner stated that he recommends demolishing the carriage house because it is best structurally, and noted that the second floor is not salvageable. The Board commented that they did not realize the severity of the structural deficiencies prior to this report.

Robert Brenner, Attorney for the applicant, discussed the notion of a site visit. He stated that the homeowner would prefer not to have the Board do a site visit due to a privacy issue, but would not oppose to it if the Board stated that it was needed.

Vice Chairman Vekasy stated that because the report shows significant, extensive issues, he does not feel the need to go out and see it for himself. Board Members Wigg and Mitchell agreed. Board Member Salem stated that she would still like to do her own due diligence as it is one of the most prominent historic homes in Pittsford. Board Member Whitbeck agreed, stating that the Board should exhaust that there's no other historically significant reason that the structure is there.

Mr. Brenner asked for the Board to give some direction. Board Member Cristman asked the applicant to provide the Town with pictures of the carriage house today, in its current state. Board Member Salem stated that while she does not believe that the report is false, she still believes that the Board needs to see the building themselves due to its importance.

Robert Koegel, Town Attorney, stated that the Board cannot have a quorum at the site visit if they plan to discuss the application, but if there is no deliberation it is allowed. Mr. Brenner asked for a majority of the Board to attend the site visit as their perspectives seem to be split. He then informed the Board that they are welcome to visit the property, but he cannot have them inside of the structure after the structural engineer deemed that it was not safe.

Mr. Cullum discussed the proposed garage addition and reconstruction of the carriage house. He stated that the carriage house will predominately be within the existing footprint. He discussed the square footage of the garage addition and noted that it is important for the homeowner to be able to drive through the garage. Mr. Cullum explained that he would like to get comments from the Board before he begins working on the rendering of the garage and asked what they are looking to see. Board Member Wigg noted that Chairman Schneider had some strong opinions about it at the last meeting that have not been discussed. Board Member Wigg expressed that he would like to see a gable end, and Board Member Cristman stated that she would prefer that the existing cupola be removed. Mr. Cullum explained that the homeowner appreciates the cupola detail and would prefer that it stay. Board Member Cristman relayed that she would like to see the applicant come up with a creative way to address some of the concerns brought up tonight.

The Board decided to move forward with doing a site visit. Vice Chairman Vekasy asked that the applicant put stakes out to show locations of the proposed structures prior to the site visit.

Vice Chairman Vekasy stated that the public hearing will remain open.

MEETING MINUTES REVIEW

The minutes of January 22, 2026 were approved following a motion by Vice Chairman Vekasy. This motion was seconded by Board Member Salem. Following a unanimous voice vote, the minutes were approved, none opposed.

Vice Chairman Vekasy closed the meeting at 8:51PM.

Respectfully submitted,

Anna Piazza
Building Department Assistant

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

APPROVED MINUTES 021226

INVENTORIED PROPERTIES BY GROUPS
WITHIN THE R, R-, AND G+ PROPERTIES

BY RATING

R and R- 18 RESIDENCES – highest architectural and/or historical significance; appear eligible for local designation and National Register listing (3 attended 2023 reception)

G+ 48 RESIDENCES – high architectural and/or historical significance; strong candidates for local designation and may also qualify for National Register listing. (2 attended 2023 reception)

R and R-	Number of homes	Architect(s) if known
Allens Creek Road	1	Herbert Stern
Bragdon Drive (East Ave)*	1	Claude Bragdon
Clover Street	1	Nye House – Nye and Hopkins Families
East Avenue	2	C Storrs Barrows
Golf Avenue	1	
Harwood Lane	2	Walter Cassebeer; Headley & Carpenter
Knollwood Drive	2	Frank Quinlan; Walter Wiard
Mitchell Road*	1	Walter Wiard
San Rafael Drive	5	Ward Wellington Ward; John Strobel; Don Hershey (2)
Stoney Clover Lane	1	Don Hershey
Thornell Road*	1	

* attended 2023 reception

BY ARCHITECT

Don Hershey 8 (R=3; G+=5)

Claude Bragdon 2

C Storrs Barrows, Walter Cassebear, Ward Wellington Ward, Cyril Tucker, James Johnson – 1 each

BY NEIGHBORHOOD

East Avenue 8 (R-=2; G+=6)

San Rafael 8 (R=2; R-= 3; G+=3)

Clover Street 4 (R-=1; G+=3)

Knollwood 3 (R=2; G+=1)

Allens Creek 4 (R=1; G+=3)

DRAFT

Design Review Board

Findings

Supporting Approval

148 West Jefferson Road

7580 square foot addition

The Board finds that the location of 148 West Jefferson is somewhat unique, given the following observations.

- 148 West Jefferson is bordered on the east by the Sutherland High School playing fields and the addition should have little or no impact on the playing fields.
- The home fronts on State Rt. 252 West Jefferson a very heavily trafficked road.
- The adjacent homes on West Jefferson have no distinct, unique, or recognized special character.
- This addition is proposed on the east side of the lot away from the nearest home and should not have unreasonable impacts to the nearby existing homes.
- The large addition being added to the home does not come forward of the existing home and will have limited visibility from the street.
- There are two Historically Designated homes across West Jefferson Road from this home. It is possible that portions of the addition may be visible at times from these Historic Homes, but it is unlikely that the views of the historic homes will be diminished by the proposed addition.
- The new addition will result in a home of 11,017 square feet of living space, which is disproportionately larger than the existing average of homes in the immediate vicinity. Spreadsheet below. The Board notes that in many locations this would be an unacceptably large home given the smaller homes in the vicinity, but because of the specific findings above that will limit the impacts of the addition the Board finds the proposed addition will not harm the existing character of the neighborhood.

APPROVED MINUTES 021226

Address	Square footage Living area
145 W Jeff	2,224
148 W Jeff	3,493
149 W Jeff	2,630
150 W Jeff	3,341
152 W Jeff	2,072
154 W Jeff	3,130
155 W Jeff	3,876
156 W Jeff	2,775
157 W Jeff	4,765
85 W Jeff	3,313
65 W Jeff	4,547
5 Sunset B	3,376
Average	3,295