

**VILLAGE OF PITTSFORD  
HISTORIC PRESERVATION BOARD  
REGULAR MEETING**

Monday, June 12, 2023, at 5:30 PM

**PRESENT:**

**Chairperson:** Jeff Pollock  
**Members:** Virginia Searl  
Kendra Evans (absent)  
Christopher Dabroski (arrived at 5:45 pm)  
Daniel Olson  
William McBride (Remote)

**Village Attorney:** Jeff Turner  
**Building Inspector:** Steve Lauth  
**Recording Secretary:** Alexandria Torres Vaughn

**CALL TO ORDER**

**Motion by Member Searl, and seconded by Member Olson,** to open the HPB Meeting for June 12, 2023.

**Vote:** Pollock – yes; Searl – yes; Olson – yes; McBride—yes; *Motion Passes.*

**CONFLICTS OF INTEREST DISCLOSURE**

Board members indicated that they had no conflicts of interest to disclose.

• **5 Austin Park – Addition and Porch**

**Present:** Paul Morabito (applicant)

**Application was submitted, date-stamped, and reviewed by the Building Inspector on 05.02.23.**

The next proposition for this meeting is light fixtures and double doors for the front covered porch addition. The applicant further reviews adjustments to the sizing and position of the windows and shutters. Additionally, he goes over the style for the proposed fireplace.

**Conditions:** The existing front door will be retained. If the condition of the existing front door is insufficient to make its continued use unacceptable, the applicant will return with a proposed new door. The proposed left side garage window height will be raised to match the height of the existing windows amongst the house.

**Finding of Facts:** The plans adhere to the design standards set forth by the village.

**Motion by Member Searl, and seconded by Member Olson** to approve the application including conditions.

**Vote:** Pollock – yes; Searl – yes; Olson – yes; Dabroski – abstain; McBride – yes *Motion Passes.*

• **41 Courtenay Circle – Roof**

**Present:** Scott Robinson (son applicant)

**Application was submitted, date-stamped, and reviewed by the Building Inspector on 05.01.23.**

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The applicant is seeking approval for a metal roof that has already been installed. They are returning from the May 15<sup>th</sup>, 2023 meeting where they preferred to table the application to present again, in front of a full board. The home is listed for sale.

The applicant revisited an email where Member Searl presented an inquiry she submitted to the State Historic Preservation Office regarding modern, sheet metal roofing. S. Robinson presents email further communications where he also engaged with Robin Sedwick at the New York State Office of Parks and Recreations & Historic Preservations. Member Searl explains the entity has no jurisdiction over local designations and only State and National registrations. The email has been filed as part of the record.

S. Robinson asks the Village to explore posting specific clarifications to “types of metal” for roofing on the website.

Attorney Turner reminds the applicant of the Village’s hardship procedure built into the code.

**Motion by Member Olsen, and seconded by Member McBride** approve the metal roof, as installed designating a case-by-case analysis.

**Vote:** Pollock – no; Searl – no; Olson – yes; Dabroski – no; McBride—yes; *Motion Does Not Pass.*

• **6 Elm St – Fencing**

**Present:** Justin LaDue (applicant)

**Application was submitted, date-stamped, and reviewed by the Building Inspector on 05.23.23.**

The board took time to review further dimensions of the applicants’ drawings as it was missing spacing criteria. The original application states 3.5 feet height, which was an error and the applicant resubmitted with 3 feet as the height.

Member Dabroski asks the applicant to provide dimensions for the picket spacing. Applicant LaDue provided a new sketch as an update to his original submission. The new sketch indicated 2 3/8 inch inside to inside picket spacing, 2 ¾ inch pickets, and 42 inch or less end posts.

**Motion by Member Searl, and seconded by Member Olson** to approve the application including conditions.

**Vote:** Pollock – yes; Searl – yes; Olson – yes; Dabroski – yes; McBride – yes *Motion Passes.*

• **19 Boughton Ave – Information Only**

**Present:** Justin Vlietstra (resident)

J. Vlietstra is exploring building an addition to his property.

**MINUTES**

**Motion by Chair Pollock, and seconded by Member McBride** to approve the March 27, 2023 meeting minutes.

**Vote:** Pollock – yes; Searl – yes; Olson – yes; Dabroski – yes; *Motion Passes.*

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**Motion by Member McBride, and seconded by Member Searl** to approve the April 17, 2023 meeting minutes.

**Vote:** Pollock – yes; Searl – yes; McBride – yes; *Motion Passes.*

**Motion by Member Olsen, and seconded by Member McBride** to approve the April 24, 2023 meeting minutes.

**Vote:** Pollock – yes; Olsen – yes; McBride – yes; *Motion Passes.*

March 20, 2023 meeting minutes have been Clerk approved.

**Motion by Member Dabroski, and seconded by Member Searl** to close the HPB Meeting for May 15, 2023.

**Vote:** Pollock – absent; Searl – yes; Olson – yes; Dabroski – yes; *Motion Passes.*

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Alexandria Torres Vaughn, Recording Secretary

***Further detailed information about this specific meeting is available on the website.***