

**Village of Pittsford  
Architectural and Preservation Review Board  
Monday September 10, 2018 at 7:00 PM**

**PRESENT:**

**Members:** Maria Huot (absent)  
William McBride  
Lisa Cove  
Ken Morrow  
**Alternate:** Ron Johnson

**Village Attorney:** Jeff Turner  
**Recording Secretary:** Linda Habeeb

Member Cove called the meeting to order at 7:00 pm. She stated that she will be acting Chairperson for this meeting.

**Conflict of Interest Disclosure:**

Member Cove stated that she has a conflict of interest with the application for 23 South Main Street, and therefore will recuse herself from the discussion and vote. Member McBride stated that he will recuse himself from the discussion and vote for 41 Monroe Avenue.

**Joe Cipolla, 5 Monroe Avenue ~ Sign**

**Present:** Joe Cipolla, Owner

**Application: Submitted, date-stamped, and Building Inspector reviewed on 7/23/18.**

**Discussion:** The proposal is for installation of two signs on the business located at 5 Monroe Avenue. The sign to be installed on the building will be 24' x 4½' and will have a metal background with a mylar overlay. The letters will be vinyl letters applied to the metal background. The window sign will be white letters adhered to the window glass. The applicant submitted documentation indicating the dimensions and materials for the sign.

**Findings of Fact:**

- ≈ The applicant is proposing installing two signs: one on the front of the building, and one on the front window.
- ≈ The sign to be installed on the building will have a metal background with vinyl letters.
- ≈ The sign to be installed on the window will be white letters, no more than 5" in height, adhered to the window glass.
- ≈ The building sign is made of the same material that was approved for the sign on The Kitchen.

**Motion:** Member Cove made a motion, seconded by Member McBride, to approve the application for installation of two signs at 5 Monroe Avenue, as submitted.

**Vote:** Cove – yes; McBride – yes; Morrow – no; Johnson – yes. *The motion was filed in the office of the Village Clerk on September 10, 2018.*

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**Cyndi Weis, 23 South Main Street ~ Sign**

**Present:** Liz Foman

**Application: Submitted, date-stamped, and Building Inspector reviewed on 8/21/18.**

**Discussion:** The applicant stated that the proposal is for installation of two signs on the front and rear of the building; vinyl lettering on the front windows; vinyl lettering on the front and rear entrance doors; replacement of existing awnings with new black awnings; and installation of exterior lights over the sign on the rear and the rear entrance. The proposed sign for the front of the building will be installed in the same location as the previous sign, but will be longer in length with an added piece of trim. The sign is a metal panel with solid, white Plexiglass letters. The letters on the door will be made of vinyl.

**Findings:**

- The proposal is for installation of a sign on the front of the building at 23 South Main Street.
- The sign will be installed in approximately the same location as the previous sign.
- The sign will be a metal panel with plexiglass lettering.
- The two windows and door will have white vinyl lettering.
- In the rear of the building, there will be similar lettering on the door, and a small sign will be installed to the right of the door with the business logo.
- There will be two new lights installed, which are similar to the existing lights on the building.

**Motion:** Member McBride made a motion, seconded by Member Morrow, to approve the application, as submitted.

**Vote:** Cove – abstain; McBride – yes; Morrow – yes; Johnson – yes. *The motion was filed in the office of the Village Clerk on September 10, 2018.*

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**Jeff Horning, 10 Grove Street ~ Windows/Siding**

**Present:** Jeff Horning, Owner

**Application: Submitted, date-stamped, and Building Inspector reviewed on 8/22/18.**

**Discussion:** The proposal is for replacement of the existing wood windows on the first floor of the building with new, vinyl-clad casement windows. Board members asked the applicant whether he had considered replacing the windows with wood windows. The applicant stated that the reason he did not propose wood windows was because of the cost of the windows. The Board stated that they cannot approve replacement of wood windows with vinyl-clad windows.

The applicant is also proposing replacement of the existing vinyl siding on the front and rear gables of the building with hardiboard siding with textured surface. The existing asphalt shingles and brick will remain, and the existing window trim will be painted. Board members explained that the faux grain finish on the proposed siding is not appropriate for this building.

**Motion:** Member Cove made a motion, seconded by Member McBride, to approve the application for replacement of the existing vinyl siding on the front and rear gables of the building with a smooth-sided hardiboard siding.

**Vote:** Cove – yes; McBride – yes; Morrow – no; Johnson – yes. *The motion was filed in the office of the Village Clerk on September 10, 2018.*

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**Valerie Coushaine, 34 Boughton Ave ~ Porch**

**Present:** Valerie Coushaine, Homeowner

**Application: Submitted, date-stamped, and Building Inspector reviewed on 8/22/18.**

**Discussion:** The applicant stated that they are proposing adding an open porch to the rear of the house, located at 34 Boughton Avenue. The porch will be painted cedar, and the columns and roof will be made of fiberglass. The porch will be minimally visible from the public way.

**Findings of Fact:**

- ≈ The proposal is for addition of an open porch on the rear of the house.
- ≈ The material for the porch and stairs is cedar.
- ≈ The roof and columns will be made of fiberglass.
- ≈ The trim will match the house.
- ≈ The porch will be minimally visible from the public way.
- ≈ The applicant submitted documentation and photographs of the house and proposed porch.

**Motion:** Member Cove made a motion, seconded by Member McBride, to approve the application for a porch at 34 Boughton Avenue, as submitted.

**Vote:** Cove – yes; McBride – yes; Morrow – yes; Johnson – yes. *The motion was filed in the office of the Village Clerk on September 10, 2018.*

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**Katherine Carlough, 8 E. Jefferson Rd. ~ Garage**

**Present:** Richard Hunt, Architect

**Application: Submitted, date-stamped, and Building Inspector reviewed on 8/22/18.**

**Discussion:** The proposal is for construction of a detached garage at 8 East Jefferson Road. The garage will be located approximately 100 feet back from East Jefferson Road. The garage door will be a 4-panel, wood barn door. The application was revised to propose smooth hardiboard for the siding.

**Findings of Fact:**

- ≈ The proposal is for construction of a detached garage at 8 E. Jefferson Road.
- ≈ The application was revised to propose smooth hardie siding.
- ≈ The side door and 2 windows on the garage will be wood.
- ≈ All details of the garage will match the house.
- ≈ The applicant submitted documentation and photographs of the house and proposed garage.

**Motion:** Member Cove made a motion, seconded by Member McBride, to approve the application for construction of a garage, as revised.

**Vote:** Cove – yes; McBride – yes; Morrow – yes; Johnson – yes. *The motion was filed in the office of the Village Clerk on September 10, 2018.*

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**Anthony & Erin Daniele, 31 Monroe Ave ~ Addition**

**Present:** Anthony & Erin Daniele, Homeowners

**Application: Submitted, date-stamped, and Building Inspector reviewed on 7/20/18.**

**Discussion:** The proposal is for an addition to the rear of the house located at 31 Monroe Avenue. The addition will be minimally visible from Washington Avenue. There will be three Kolbe wood windows installed in the addition. The addition will be sided with flat, hardiboard siding. The roof and shingles will match the house.

**Findings of Fact:**

- ≈ The proposal is for construction of an addition on the rear of the house located at 31 Monroe Avenue. The application was revised to propose smooth hardiboard siding.
- ≈ The proposed addition will be minimally visible from the street.
- ≈ There will be three new windows: 6 over 6, Kolbe wood windows, Heritage Series.
- ≈ The roof shingles and roof lines will match the house.
- ≈ The applicant submitted documentation and photographs of the proposed addition.

**Motion:** Member Cove made a motion, seconded by Member McBride, to approve the application for construction of an addition, as submitted.

**Vote:** Cove – yes; McBride – yes; Morrow – yes; Johnson – yes. *The motion was filed in the office of the Village Clerk on September 10, 2018.*

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**Dan Brault, 17 Church Street**

**Present:** Dan Brault, Paramount Communities, LLC

**Application: Submitted, date-stamped, and Building Inspector reviewed on 7/16/18.**

**Discussion:** Mr. Brault explained that the proposal is to convert the property at 17 Church Street into a single-family home. He stated that the proposal will preserve the architecture of the building and aims to bring new life and value to Church Street and the Village.

Mr. Brault stated that the proposal includes the following:

1. Addition of attached 2-car garage on rear (South) elevation of home, where it is least visible from the street.
2. Replacement of 5 windows on North elevation, 10 windows on West elevation, 10 windows on East elevation, and 4 windows on South elevation.
3. Installation of A/C condenser unit on West side yard behind current basement egress, which will be fully shielded by shrubbery.
4. Demolition of fire escape and removal of exit door on South elevation.
5. Installation of vent through roof for oven/range exhaust fan (South-West corner).
6. Installation of paver patio on rear (South) side of the house.
7. Repair/replace shutters.
8. Replace basement egress door.
9. Relocate vent on South elevation for dryer vent.
10. Installation of exterior vents for bathroom fans through the roof.

The Board next discussed the proposed two-car attached garage. The applicant stated that a two-car garage is really a necessity for this residential property where there is very little parking on the street. The house is set far back on the lot, which creates a number of difficulties. The proposed garage is 24' wide and will be located 3' from the property line. The applicant explained that they have proposed to locate the garage in an area that is minimally visible from the street. He stated that a detached garage on the property would be very visible from the public way, which would alter the appearance of the building. The installation of the garage would involve only a 1/8" cut into the building for flashing; if someone were to remove the garage in the future to restore the back of the building the 1/8" cut would not be visible. The roof will be black asphalt shingle and the roofline of the garage will match the pitch as the main house. The gutters and trim will also match the main house. The proposed materials for the garage are: crown molding (Azek) on 12" frieze; 10" corner boards (wood or

engineered wood in white); 12" base concrete to match quoins on building; 16' x 8' white panel steel or fiberglass garage door; white Fiberglass man doors; Shielded light pointing downward over garage door.

The applicant stated that the existing windows are extremely deteriorated in many areas and are not energy efficient. The proposal is to remove the existing window sashes and the existing aluminum storm windows and replace them with new double-paned wood sashes. The frame and sash dimensions will be the same as the existing windows. The glass will be double pane and the muntins will match the existing muntins. There will be simulated divided lights, and the glass area will be the same as the original window. The window shutters will be repaired, whenever possible.

The applicant also proposes the installation of a paver patio in the rear/side yard (southeast corner). The proposed patio will begin at the rear of the home and extend approximately 18 feet toward the rear lot line. The patio will have a seating area, and the material will be natural stone.

The addition of an air-conditioning condenser along the east elevation is also proposed. The unit will not cover any defining characteristics of the house and will be screened by shrubbery. The applicant is also proposing the removal of the fire escape, fire escape landing, and removal of the second-story fire escape exit door on the south elevation of the building. There will be installation of a window in the area where the fire escape door was located. The new window will match other windows in the house. The proposal is to replace the existing deteriorated basement egress door on the west elevation. The new door will be a primed steel cellar door, and the dimensions and location of the door will remain the same.

He is proposing installing an air-conditioning condenser along the east elevation behind the existing basement egress door. The condenser will be shielded from public view by full shrubbery and will have minimal elevation impact on the east elevation.

Board members explained to the applicant that wood would be the appropriate material for this historic property. It was also suggested that the applicant preserve the wavy glass in some of the windows, if possible.

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**William McBride, 41 Monroe Avenue ~ Basement door**

**Present:** Bill McBride, Homeowner

**Application: Submitted, date-stamped, and Building Inspector reviewed on 8/21/18.**

**Discussion:** The applicant stated that he is proposing replacing the existing wood basement door on the side of the house with a new steel door. He stated that the existing wood door is deteriorated. The new door will be the same size as the existing door.

***Findings of Fact:***

- ≈ The proposal is to replace the existing deteriorating wood basement door with a solid steel door.
- ≈ The new steel door will be the same size, and painted the same color as the existing door.

**Motion:** Member Cove made a motion, seconded by Member Morrow, to approve the application for replacement of the basement door with a steel door, as submitted.

**Vote: Cove - yes; McBride - abstain; Morrow - yes; Johnson - yes.** *The motion was filed in the office of the Village Clerk on September 10, 2018.*

**Member Items:**

The APRB received a SEQRA Notice letter from the Pittsford Zoning Board of Appeals requesting lead agency status regarding 17 Church Street.

**Motion:** Member Cove made a motion, seconded by Member McBride, to agree to allow the Zoning Board of Appeals to be lead agency for SEQR review.

**Vote: Cove - yes; McBride - yes; Morrow - yes; Johnson - yes.**

There being no further business, the meeting was adjourned at 10:00 pm.

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Linda Habeeb, Recording Secretary