

**VILLAGE OF PITTSFORD**  
**HISTORIC PRESERVATION BOARD**  
**REGULAR MEETING: Monday, March 8, 2021 at 5:30 PM**

**Present:**

**Chairperson:** Lisa Cove  
**Members:** Bill McBride  
Ken Morrow  
Mark Harrington  
Virginia Searl

**Village Attorney:** Jeff Turner  
**Building Inspector:** Steve Lauth  
**Village Clerk:** Dorothea Ciccarelli  
**Recording Secretary:** Marina Pacheco

**Call to Order:**

**Motion by Chairperson Cove, seconded by Member Searl, to call the meeting to order.**

**Vote:** Cove – yes, McBride – yes, Morrow – yes, Harrington – yes, Searl – yes. *Motion Carries.*

The Recording Secretary read the following statement:

Pursuant to Governor Cuomo’s recent Executive Orders and due to the Coronavirus pandemic, the Village hall will be closed to the public during this meeting. The public can watch the live meeting online from the videoconferencing link made available on the Village of Pittsford’s website or Facebook page.

**Conflict of Interest Disclosure:** Bill McBride recused himself from the 4 Courtenay Circle application as the applicant is his daughter.

**Simply Crepes, 7 Schoen Place – Sign**

**Present:** Justin Ziemniak – Vital Signs.

**Application: Submitted, date-stamped, and reviewed by Building Inspector on 2/22/2021.**

Chairperson Cove stated that there are two signs currently up and asked if the intention is to put the new signs in the same locations on the building. Mr. Ziemniak confirmed that is the case. Chairperson Cove asked if the new signs will be an oval shape. Mr. Ziemniak confirmed that the signs will be oval. Further explained that Simply Crepes is undergoing re-branding which is why the sign shape will differ but they will be roughly the same size.

Chairperson Cove opened the floor to questions or comments from the Board. None were had.

**Motion by Member Searl, seconded by Chairperson Cove**, to approve as submitted, the application of Simply Crepes for two new signs at 7 Schoen Place. No conditions. Findings of Fact: this application complies with the Village design principles and standards, does not pose a negative impact to the historical resource, and is reversible.

**Vote:** McBride – yes; Cove – yes; Morrow – yes; Searl – yes; Harrington – yes. *Motion Carries.*

**Decision Filed in the Office of the Village Clerk on March 8, 2021.**

**Maggie Nearing, 4 Courtenay Circle – Rear Home Addition, Basement Egress Window, & Portico Post remodel**

**Present:** Maggie Nearing – Homeowner.

**Application: Submitted, date-stamped, and reviewed by Building Inspector on 2/22/2021.**

**Discussion:** Ms. Nearing is proposing a rear home addition of 570 sq. ft. to extend their family room and bump out their kitchen. Plans also include installation of a new basement egress window on the left side of the house. Ms. Nearing also plans to update the columns on the front portico.

Member Searl stated that she is glad that Ms. Nearing is adding a basement egress window and mentioned that it is a “plus for safety”. Ms. Nearing explained that she had received approval to install the egress window years ago but never did it so she is taking the opportunity to install it now with their remodel.

Member Searl asked if the addition would be slab-on-grade. Ms. Nearing explained that there is a crawl space.

Chairperson Cove asked to clarify that from public way, the only thing that will be seen is the bump out from the side and that the window span along the back will not be seen. Ms. Nearing confirmed that is the case and that Arborvitae trees provide screening from neighbor’s side.

Chairperson Cove opened the floor to questions and comments from the Board.

Member Searl asked if south-facing windows are double hung or casement. Ms. Nearing confirmed that the windows will be double hung.

Member Searl stated that the proportions of the upper sections to the lower sections seemed small. Ms. Nearing explained that the drawings were preliminary, she has since made alterations with her Marvin Windows representative, and that she intends to match the dimensions of the windows on the side. Explained that the height shown in the drawings will remain the same but the head height of the lower window will match 80-inch head height of all other windows on the house.

Member Searl asked Ms. Nearing if there were any other paired windows on the house. Ms. Nearing confirmed that there were not.

Member Searl stated that the appearance would be more cohesive and appropriate if Ms. Nearing were to have the lower section of the glazing area be the same as the other windows on that elevation. Member Searl asked if the (unknown) will have Muntons as well. Ms. Nearing confirmed that they will. Members discuss adding language regarding window change to motion.

Member Searl asked Ms. Nearing if the shingles and siding will match the house. Ms. Nearing confirmed that it will. Same profile and same shingle will be used.

Ms. Nearing asked if the Board was accepting of the portico changes. Member Searl stated that she agreed with the proposed portico changes and stated that the embellishments to the portico posts would be appropriate for the neighborhood.

**Motion by Member Searl, seconded by Chairperson Cove**, to approve as submitted, the application of Maggie Nearing for a rear addition and portico post changes at 4 Courtenay Circle. Approved with the condition that the three left-side elevation of the home, rather than as shown on Drawing A2, will be the same height, width, operation and configuration as the windows shown on the right-side elevation on Sheet A2. Windows on the rear elevation shown on Sheet A3 will be height and width shown, with the exception that rather than cottage style windows, the lower section will be double hung windows with muntons as proposed in the application, and fixed transit windows above with muntons as proposed in the application. Findings of Fact: This is a post-war home of modern construction. this application complies with the Village design principles and standards, does not pose a negative impact to the historical resource.

**Vote:** McBride – yes; Cove – yes; Morrow – yes; Searl – yes; Harrington – yes. *Motion Carries.*

**Decision Filed in the Office of the Village Clerk on March 8, 2021.**

## **22 Boughton Ave. – Pavilion/pergola**

**Present:** Kevin Mulcahy – Mulcahy Landscaping & Design.

**Application: Submitted, date-stamped, and reviewed by Building Inspector on 2/22/2021.**

**Discussion:** Chairperson Cove mentioned that the application was missing a materials list. Asked if the structure will be all wood. Mr. Mulcahy confirmed that is the case. Explained that pavilion will be an all-wood construction. Consisting of 2 pillars supporting a roof structure off of the back of the garage. Roof structure will match existing garage. Posts will be “trimmed out” in cedar most likely. Mr. Mulcahy explained that addition will match the character of the home.

Chairperson Cove asked for clarification about being “trimmed out”. Mr. Mulcahy explained that the trim would be something to cover the posts, 1x6 trim at bottom and top.

Member Searl asked if the posts would be wrapped. Mr. Mulcahy confirmed that is the case. Wrapping will be either cedar or Aztec. Stated that homeowner was leaning toward the cedar.

Chairperson Cove asked if the roof pitch will match the back of the house. Mr. Mulcahy explained that the roof pitch will match the back of the garage.

Chairperson Cove asked if the pergola will be connected to the house at all. Mr. Mulcahy explained that the pergola will only be connected to the back of the garage. Garage is separate from the house.

Member Searl asked if the roof framing will be exposed. Mr. Mulcahy explained that it will be tongue-in-groove underneath.

Member Searl asked what the eave will look like. Mr. Mulcahy explained that it will match whatever the existing eave on the garage is. Believes it to be tan or white. Trim will follow same roof line of garage. Will be an extension, tentatively 8-10 inches lower than the roof, but will match garage.

Chairperson Cove asked if the posts will go all the way to the ground. Mr. Mulcahy explained that they will and extend over 42-inches into the ground and will be secured into the ground.

Chairperson Cove asked if a patio or pavers will be installed. Mr. Mulcahy explained that there will be pavers underneath.

Member Searl asked if pavers will be concrete or stone. Mr. Mulcahy explained that the pavers will be manufactured concrete to look like stone in a pebble taupe color. Confirmed it is not stamped concrete.

Member Morrow commented that it would be a good thing if it can nicely fit into the limited space.

Member Searl commented that on her site visit she was initially concerned about lot coverage but realized that the lot line is not where she thought it was and has no concerns about lot coverage presently.

Building Inspector Lauth stated that the home will be just under the lot coverage with this addition.

Member McBride stated that the photos of the concrete slabs have walls, asked if stone walls were being proposed. Mr. Mulcahy explained that they should have been removed from the drawing and are not being proposed. Further explained that there is no fireplace and no bar islands.

**Motion by Member Searl, seconded by Chairperson Cove, to approve as submitted, the application of Kevin Mulcahy for a pavilion/pergola at 22 Boughton Avenue. Approved with the**

clarifications that the roof shingles will match existing shingles on the garage and home. The roof structure of the pergola will not be exposed, there will be tongue-in-groove wood ceiling finish that will follow the slope up to the collar ties and then be horizontal across the line of the collar ties. The rake and eave details will match the existing roof and eave details of the garage. 6x6 posts will be wrapped with cedar and the flooring of the pergola will be paved with a taupe concrete paver. Findings of Fact: Home is an older structure. The pergola will only be attached to the garage. It is removable. Character defining features of the garage will be removed. This application complies with the Village design principles and standards, does not pose a negative impact to the historical resource.

**Vote:** McBride – yes; Cove – yes; Morrow – yes; Searl – yes; Harrington – yes. *Motion Carries.*

**Decision Filed in the Office of the Village Clerk on March 8, 2021.**

### **57 South Main Street – Porch Conversion**

**Present:** Paul Morabito – Architect.

**Application: Submitted, date-stamped, and reviewed by Building Inspector on 2/22/2021.**

**Discussion:** Conversion of a screen porch in disrepair. Floors are sinking, sloping. Homeowners would like to convert porch into interior space. Explained that it will no longer have screens or railings but all exterior finishes will match existing home. Stucco finish, wood windows spaced and sizes in a way to match existing windows. Footprint was stretched slightly. Visually should not see a difference in the footprint. Foundation must be worked on as it has sunk. Homeowner is looking to add more “open” interior space.

Member McBride asked Mr. Morabito if the footprint will change. Mr. Morabito explained that the current footprint is 12 ft. x 10 ft. x 21 ft., 4 in. and that he is suggesting to expanding to add extra room for ease of construction.

Member McBride asked Mr. Morabito if he intends to duplicate the windows that currently exist on the house. Mr. Morabito confirmed that as the plan. Explained that they will be slightly bigger than the ones on the house but will have the same style.

Attorney Turner asked Building Inspector Lauth if the addition would be visible from Main St. Member Searl answered confirming that is the case. Further explained that during her site visit, Member Searl was able to view the porch from public way.

Member Searl stated that she has concerns regarding the application. Explained that the porch is a highly unique and character defining feature of the home. The home was built around approximately 1820. A renovation completed in 1925 added stucco finish and the sun porch. Village of Pittsford design guidelines page 65 addresses historic porches and states that porches in general in the Village of Pittsford “have refined proportions, great deal of craftsmanship and precise carpentry which enhances the visual characteristics of the home...it’s distinctively detailed and unique...and particularly the existing columns as well as the primary and intermediate columns in the railing system.”

Member Searl stated that what is being presented has no distinctive features, and while it does match the existing house, the proposed changes do not conform to the Secretary of the Interior Standards for Rehabilitation guidelines:

#2 – “The historic character of the property will be retained and preserved, the removal of distinctive materials or alteration of features spaces and spatial relationships that characterize a property will be avoided.”

#4 – “Changes to a property that have acquired historic significance in their own right will be retained and preserved.” (addresses 1925 porch addition.)

#5 – “Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship...craftsmanship in particular and the distinctive features of the existing porch that characterize a property will be preserved.”

#9 – “New additions, exterior alterations and related new construction will not destroy historic materials features and special relationships that characterize the property. All new work will be differentiated from the old and will be compatible with the historic materials...feature, size, scale, and proportion and massing to protect the integrity of the property in its environment.”

#10 – “New additions and adjacent related new construction will be undertaken in such a manner that if removed in the future the essential form and integrity of the historic property and its environment will be unimpaired.”

Member Searl stated that the peers on the porch are coarsed cobblestone.

Member Searl suggested that the homeowner re-consider their application and instead leave the porch intact and build a structure within the porch. Stated that the application does not meet the guidelines for decision making nor does it meet the Village Design Standards or the Secretary of the Interior’s Standards for Rehabilitation.

Member McBride asked Member Searl if retaining the materials and the design but adding an interior meant adding interior windows in order to enclose the space. Member Searl explained that the entire construction would be essentially glass. Further explained that using glass to enclose porches on historic structures is fairly common. Points to Fairport toy store as example.

Chairperson Cove stated that the observations made by Member Searl were thorough and that she agrees with them. Members McBride, Morrow, and Harrington also agreed. Chairperson Cove asked Mr. Morabito what his thoughts were. Mr. Morabito stated that he also liked the idea and that he would relay the Board’s suggestions to the homeowners. Also suggested the possibility of creating an 8 ft. wrap-around porch.

Chairperson Cove suggested that the homeowners come before the Board for an “Information Only” meeting. Member Searl agreed.

Member McBride asked Mr. Morabito if the Board had provided clear and reasonable solutions to the application issues and what would be accepted by the Board. Mr. Morabito stated that he understood.

**Motion by Chairperson Cove, seconded by Member McBride,** to table the application of Roger Wall for a porch conversion at 57 South Main Street.

**Vote:** McBride – yes; Cove – yes; Morrow – yes; Searl – yes; Harrington – yes. *Motion Carries.*

**Decision Filed in the Office of the Village Clerk on March 8, 2021.**

**Jenny Collins, 7-10 Schoen Place – Pavilion**

**Present:** Jenny Collins – Owner, Dan Pope – Architect.

**Application: Submitted, date-stamped, and reviewed by Building Inspector on 2/22/2021.**

**Discussion:** Chairperson Cove explained that Ms. Collins has been before the Board before with the pavilion plans and is returning now with a formal application. Ms. Collins stated that she first came to the board for informational purposes in January and has used the time since to re-design the pavilion to incorporate suggestions from the Boards. Application was approved by the Planning and Zoning Board and needed variances were approved. Pavilion will be a basic wood structure and meant to be a close replica to the existing Erie Canal Park pavilion on Schoen Place.

Member McBride asked if there had been any changes in the design from when the HPB reviewed the application last month to now. Ms. Collins explained that there had been no design changes since that time, changes made in the interim were related to landscaping and to meet Planning/Zoning requirements. Lighting will be added per the Building Inspector’s request on one corner to illuminate a handicap parking space.

Chairperson Cove asked what the flooring of the pavilion will be. Ms. Collins explained it will be stamped concrete with a brick basket weave pattern. It is intended to be as close in color to the pavers that are already there. Member Searl mentioned that it can be difficult to match colored concretes and suggested that Ms. Collins install a sample. Ms. Collin agreed.

Member Cove asked if the cupola will be functional or not. Mr. Pope responded that it will not.

Chairperson Cove asked why the cupola is not intended to be functional. Mentioned that it would be helpful in the summer time. Mr. Pope explained that the cupola was only added for consistency of design. Member Searl suggested that the cupola be made functional. Conversation is had among Board Members and Building Inspector regarding how louvers versus ridge venting will alter the aesthetics of the pavilion. Per the advice of Attorney Turner, the Board proceeded with the application without consideration of the ventilation system.

Chairperson Cove asked if there will be firepits under the pavilion. Building Inspector Lauth answered that there will not be firepits under the pavilion.

Member McBride asked if there will be misters installed in the pavilion. Ms. Collins answered that there was no intention to add any.

**Motion by Member Searl, seconded by Chairperson Cove**, to approve as submitted, the application of Jenny Collins for a pavilion at 7-10 Schoen Place. Findings of Fact: pavilion is new construction and is compatible with the existing Village owned pavilion that is nearby. **Vote:** McBride – yes; Cove – yes; Morrow – yes; Searl – yes; Harrington – yes. *Motion Carries.*  
**Decision Filed in the Office of the Village Clerk on March 8, 2021.**

**Motion by Chairperson Cove, seconded by Harrington**, to approve the Historical Preservation Board Minutes from February 8, 2021.

**Vote:** McBride – yes; Cove – yes; Morrow – yes; Searl – yes; Harrington – yes. *Motion Carries.*

Building Inspector Lauth requested comment. Stated that he had a call from the homeowner at 44 Lincoln Avenue who is interested in repairing their wood windows. B.I. Lauth provided them with the names of several contractors, they contacted all and only one responded with a quote of over \$15,000 and a time frame of 14-15 months before the project could begin. Further explained that the homeowner was experiencing leaky windows and wind whistling. Homeowner is interested in the Board's opinion on Fibrex windows by Anderson Renewal. They are wood composite.

Member Searl stated that she personally knew the previous owner of the home and that the windows are in serviceable condition and can easily be repaired. Stated that she would never consider replacement of them. Further stated that she would provide the homeowner with more contractor references, but is against replacement of the windows as they have been there for 100 years. Whistling suggests that glazing compound may be missing on the outside and there may not be weather stripping.

Member McBride asked if the contractor that worked on the Mason House was provided as a reference to the homeowner. Building Inspector Lauth explained that that contractor re-built all of the windows on the Mason House.

Several Board members agree that they will work to find other contractors that the homeowner may contact.

Chairperson Cove commented that she needs the list of contractors that Building Inspector Lauth is providing to applicants and also reminded the Board that they are in the process of scheduling a "Window Workshop" to discuss standards regarding these situations going forward.



Member Searl commented that May is Historic Preservation Month nationwide and that the Board may wish to consider disseminating promotional information or holding an activity to highlight it.

The Recording Secretary presented a comment from the chat:

**Peggy Brizee, 81 S. Main St.**– “Historic Pittsford may be able to help with this.”

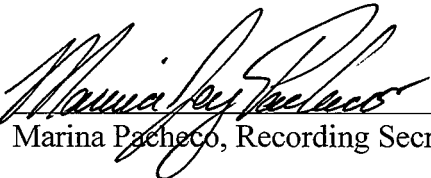
Chairperson Cove stated that she would work with Ms. Brizee to coordinate something. Asked that if the Board had any comments or suggestions that they send them to her. Attorney Turner mentioned that the Village used to present awards. Member McBride recalled that the Village has not presented awards for 3-4 years.

Member Harrington stated that applicants may not be looking into their renovations at the same depth that Member Searl or the Board does and offered to create a document that can be provided to applicants translating the “legalese” into terms that might be easier to understand.

Chairperson Cove stated that she and the Recording Secretary had previously worked on a cover letter to be attached to HPB applications that includes some explanations regarding the role and history of the HPB. Board Members discuss Village “Welcome Packet” and the possibility of adding information regarding the HPB to it. Member Searl also mentioned that new homeowners in the community should be made aware of the consultation/report of their historical home that is provided by Historic Pittsford.

**Motion by Chairperson Cove, seconded by Member Harrington,** to adjourn the meeting.

**Vote:** McBride – yes; Cove – yes; Morrow – yes; Searl – yes; Harrington – yes. *Motion Carries.*

  
Marina Pacheco, Recording Secretary