

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

Monday, October 17, 2022, at 5:30 PM

**PRESENT:**

**Chairperson:** Jeff Pollock  
**Members:** Virginia Searl  
Christopher Dabroski  
Daniel Olson

**Absent:** Kendra Evans

**Village Attorney:** Jeff Turner  
**Building Inspector:** Steve Lauth  
**Recording Secretary:** Kristen Kreiser

**CALL TO ORDER**

**Motion by Chairperson Pollock, and seconded by Member Searl,** to open the HPB Meeting for October 17<sup>th</sup>, 2022.

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

**CONFLICTS OF INTEREST DISCLOSURE**

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

• **87 South Main Street - Addition**

**Present:** Patrick & Lisa Valasek

**Application was submitted, date-stamped, and reviewed by the Building Inspector on 07.16.22.**

The applicant returned with the proposal of a second-story addition to the existing garage and a breezeway connecting the garage to the existing home. The applicant had updated plans. There was a discussion regarding clad windows. The board brought up the triple window on the driveway side of the addition and suggested all three windows be the same height and the applicant agreed. There was a brief discussion regarding the standing seam roof on the link/breezeway that connected the home to the garage which was deemed appropriate based on the fact that it was an accessory roof.

**Motion by Chairperson Pollock, and seconded by Member Dabroski** to approve the application for a residential addition, as submitted, with conditions. The conditions being clad windows as proposed at the HPB meeting on October 17<sup>th</sup>, 2022, the south-facing windows above the garage should all be the same height with mullions between of equal size and width to the mullion in the second story window, east elevation shown in the photograph on sheet A-3.1 of the application.

**Vote:** Pollock – yes; Searl – no; Dabroski – yes; Olson – yes; *Motion Carries.*

**FINDINGS OF FACT:** It complies with Village of Pittsford design guidelines, and the Secretary of the Interior Standards. It presents no negative impact on the historic resource. The proposed application enhances the usability of the existing resource and the new construction is compatible with village design guideline standards.

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- **4 Schoen Place - Signage**

**Present:** John & Denise Darling (Present for Applicant)

**Application was submitted, date-stamped, and reviewed by the Building Inspector on 09.26.22.**

The applicant proposed a 24x60 sign for a new business. The board thought the sign was overwhelming to the structure. The board thought the size and location of the sign were inappropriate and asked for a more detailed drawing and other size options. The application was tabled.

**Motion by Member Olson, and seconded by Member Dabroski** to table the application for signage to the next HPB meeting being held on November 14<sup>th</sup>, 2022.

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

- **15 Elmbrook Drive - Deck**

**Present:** Richard Race (Contractor) & Jack Digel

**Application was submitted, date-stamped, and reviewed by the Building Inspector on 09.30.22.**

The applicant is proposing the installation of a wood deck in the rear of the house, with the deck frame being wood, proposed railing being wood with black aluminum spindles with a backup plan of all wood spindles. Some board members felt the application was incomplete as there were no scaled drawings. The applicant was concerned about the ground freezing before the next scheduled meeting, so the board agreed to table the application to a special meeting date. The board requested a detailed drawing, more on the concrete pad, and two elevation drawings.

**Motion by Member Olson, and seconded by Chairperson Pollock** to table the application for a wood deck to the special HPB meeting being held on October 26<sup>th</sup>, 2022, or the next regular HPB meeting date of November 14<sup>th</sup>, 2022.

**Vote:** Pollock – yes; Searl – yes; Dabroski – no; Olson – yes; *Motion Carries.*

- **9 West Jefferson Road – Window Replacement/Relocation**

**Present:** Mark Fisher (Designer), Molly & Adam Bates (Property Owners)

**Application was submitted, date-stamped, and reviewed by the Building Inspector on 10.05.22.**

The applicant is proposing to replace/relocate an exterior window that is located in the back of the house while doing a bathroom remodel. The window is currently in a vertical direction and the applicant is hoping to change the window to a horizontal direction. The window will be located in the shower for additional light and ventilation. The board has a few concerns and is requesting scaled drawings. The board gave the designer and the applicant ideas, and feedback and there was a detailed discussion.

**Motion by Member Searl, and seconded by Chairperson Pollock** to table the application for exterior window replacement/relocation to the special HPB meeting being held on October 26<sup>th</sup>, 2022, or the next regular HPB meeting date of November 14<sup>th</sup>, 2022.

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

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• **Videoconferencing Resolution – Public Hearing**

**Motion by Chairperson Pollock, and seconded by Member Olson** to open the public hearing for consideration of passing a resolution to authorize the HPB to utilize videoconferencing in accordance with New York State Public Officers Law Section 103-a.

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

This is to allow other members of the board to attend meetings virtually, due to extraordinary circumstances, including disability, illness, caregiving responsibilities, or any other significant or unexpected factor or event which precludes the member's physical attendance at such meeting. There must be a quorum present at the meeting location in order for a member to participate and vote virtually.

**PUBLIC COMMENT – N/A**

**Motion by Chairperson Pollock, and seconded by Member Dabroski** to close the public hearing for consideration of passing a resolution to authorize the HPB to utilize videoconferencing in accordance with New York State Public Officers Law Section 103-a.

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

**Motion by Chairperson Pollock, and seconded by Member Dabroski** to adopt the resolution (2022-02) and procedures as proposed, authorizing the HPB to utilize videoconferencing in accordance with New York State Public Officers Law Section 103-a.

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

*[Note: a copy of the resolution is at the end of these minutes.]*

**MEMBER ITEMS – MINUTES FOR APPROVAL**

**Minutes for September 19<sup>th</sup>, 2022 – No quorum – Clerks Minutes**

**Motion by Chairperson Pollock, and seconded by Member Olson** to close the HPB Meeting for October 17<sup>th</sup>, 2022.

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

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Kristen Kreiser, Recording Secretary

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







