

**VILLAGE OF PITTSFORD  
HISTORIC PRESERVATION BOARD  
REGULAR MEETING**  
Monday, November 14, 2022, at 5:30 PM

**PRESENT:**

**Chairperson:** Jeff Pollock  
**Members:** Virginia Searl  
Kendra Evans  
Daniel Olson

**Absent:** Christopher Dabroski

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

**CALL TO ORDER**

**Motion by Member Searl, and seconded by Member Evans,** to open the HPB Meeting for November 14<sup>th</sup>, 2022.

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

**CONFLICTS OF INTEREST DISCLOSURE**

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

• **4 Schoen Place - Signage**

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

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

The application and proposal were presented to the HPB for the first time on October 17<sup>th</sup>, 2022 for a 24x60-inch exterior sign. The board provided the applicant with feedback regarding the size and location of the sign. The applicant returned with a new proposal that addressed the board's previous concerns. The proposal included a smaller size sign as well as a new location that fit the structure well. The placement of sign will be located in the same area as the previous tenant.

**Motion by Member Evans, and seconded by Chairperson Pollock** to approve the application for an exterior sign, as submitted.

**Vote:** Pollock – yes; Searl – yes; Evans – 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. It is removable and reversible.

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

**Present:** Mark Fisher (Designer), Adam Bates (Property Owner)

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**Application was submitted, date-stamped, and reviewed by the Building Inspector on 10.05.22.** The application and proposal were presented to the HPB for the first time on October 17<sup>th</sup>, 2022 to replace/relocate an exterior window that is located on the back of the house. The board provided the applicant with feedback and requested scaled drawings. The board was very appreciative of the quality of the newly submitted documents and thought they were very clear. There were no issues with the style of the window, as it is compatible with an adjacent window because of the location.

**Motion by Member Searl, and seconded by Member Evans** to approve the application for exterior window replacement, as submitted.

**Vote:** Pollock – yes; Searl – yes; Evans – 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 and meets the guidelines for placement of windows and new construction under the design guidelines.

• **23 Boughton Avenue - Fence**

**Present:** Mona Alongi

**Application was submitted, date-stamped, and reviewed by the Building Inspector on 09.01.22.** The applicant is proposing to replace an existing wood fence that was damaged. The fence is adjacent to the front of the house. The fence will be wood, it will remain in the same location as the existing fence, and will remain the same height which is 6ft.

**Motion by Member Evans, and seconded by Member Olson** to approve the application for wood fence replacement, as submitted.

**Vote:** Pollock – yes; Searl – yes; Evans – 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. It is removable and reversible.

• **37 South Main Street - Signage**

**Present:** Grant Levermore

**Application was submitted, date-stamped, and reviewed by the Building Inspector on 10.24.22.** The applicant is proposing an exterior sign for a new business. The main sign contains the business name while a smaller sign contains a descriptor of the business. The smaller sign is located below the main sign and will be attached by existing hooks as a hanging sign. Per the building inspector, the square footage of the signs including the gap in between meets the code for sign requirements.

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REGULAR MEETING**  
Monday, November 14, 2022, at 5:30 PM

**Motion by Member Searl, and seconded by Member Evans** to approve the application for an exterior sign, as submitted.

**Vote:** Pollock – yes; Searl – yes; Evans – yes; Olson – no; *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. It is removable and reversible and meets the requirements of the Village sign ordinance.

• **74 North Main Street – Window Replacement**

**Present:** Eduardo Torrado

**Application was submitted, date-stamped, and reviewed by the Building Inspector on 10.31.22.** The applicant is proposing to replace all windows. The applicant was looking to restore all the windows but after a window evaluation, the expert did not find the windows worthy of repair. The applicant provided the window evaluation that was completed by Steve Jordan. The applicant confirmed all windows being replaced will be the same size and style as the existing window. There will be no change in framing or dimension.

**Motion by Member Searl, and seconded by Member Evans** to approve the application for window replacement, as submitted, with the following clarifications. The clarifications being the second-story windows have a different light configuration than the first-story windows, second-story windows all appear to be 6 over 6, and first-floor windows all appear to be one over one. The applicant will be replacing the windows to match the existing light patterns, 6 over 6 on the second floor and one over one on the first floor. An expert opinion on the condition of the windows was presented with the application

**Vote:** Pollock – yes; Searl – yes; Evans – 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 existing windows were evaluated by an expert that found existing windows not worthy of being repaired.

• **31 Boughton Avenue – Addition \*INFORMATION ONLY\***

**Present:** Eric Schoenhardt (Contractor)

**Application was submitted, date-stamped, and reviewed by the Building Inspector on 11.02.22.** The applicant is proposing the demolition of an existing single-story addition located at the back of the house, due to the foundation being inadequate. Using the same footprint, the applicant is proposing a new two-story addition. The applicant and board discussed plans, windows, materials, and ideas. The applicant will be bringing updated plans regarding roof issues discussed as well as information on lighting and materials. The applicant has a date with the PZBA for site plan review in December.

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**MEMBER ITEMS – MINUTES FOR APPROVAL**

**Minutes for November 1<sup>st</sup>, 2022**

**Motion by Member Searl, and seconded by Chairperson Pollock**, to approve the November 1<sup>st</sup>, 2022 meeting minutes, as written.

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

**Motion by Chairperson Pollock, and seconded by Member Evans** to close the HPB Meeting for November 14<sup>th</sup>, 2022.

**Vote:** Pollock – yes; Searl – yes; Evans – 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.***