

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

Monday April 25th, 2022, at 5:30 PM

PRESENT:

Chairperson: Lisa Cove
Members: Virginia Searl
Jeff Pollock
Ken Morrow
Kendra Evans

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

CALL TO ORDER

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

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

CONFLICTS OF INTEREST DISCLOSURE

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

44 Lincoln Avenue – Fence

Present: N/A

Application was submitted, date-stamped, and reviewed by the Building Inspector on 04.01.22.

Prior to the meeting the applicants called and asked to be removed from the agenda, due to a change in plans. Board members did mention a materials list, as well as dimensions, height, etc., need to be stated on the application if the applicant is applying again in the future.

6 Rand Place – Replacement Windows

Present: Jerome Vaiana

Application was submitted, date-stamped, and reviewed by the Building Inspector on 04.05.22.

Applicant is proposing to replace 2 casement windows on a portion of the house that is an addition, located on the Southside (rear) of the property. The applicant is proposing double-hung wood windows by Renewal by Anderson, dimensions being 36"x66". The board had a concern about the trim around the windows and the applicant confirmed the trim would be the same as existing. The board also discussed muntins with the applicant. The applicant agreed to purchase and apply exterior muntins.

A motion by Member Searl, and second by Chairperson Cove to approve the application as submitted with conditions. The condition is that the casings be provided on all four sides of the replacement windows to match the exact casing to the ribbon windows immediately adjacent to the west as seen in the photos in the application.

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

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26 Boughton Avenue – Exterior Heating/Cooling Unit

Present: Brianna O’Shea

Application was submitted, date-stamped, and reviewed by the Building Inspector on 04.05.22.

Applicant is proposing an LG heating/cooling unit with heat pumps on the exterior rear of the house, located in a recessed area by the back porch. There will be a small concrete pad laid down and a stand screwed into the concrete. The unit will sit on the stand. The screen to cover the unit will match the existing wood on the house and will fit right over the top of the unit, for easy removal. The applicant confirmed the lattice will be diagonal to match the existing lattice on the lower portion of the house. Board suggested applicant use some sort of sealer or coating on the wood cover to help preserve it.

A motion by Member Pollock, and second by Chairperson Cove to approve the application as submitted with conditions. The condition is that the heating/cooling unit cover will be made of wood and have a diagonal lattice to match existing on the lower portion of the house.

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

8 Courtenay Circle – Wood Fence

Present: Sara & John Surmont

Application was submitted, date-stamped, and reviewed by the Building Inspector on 04.11.22.

Applicants are proposing to replace the existing chain link fence with a wooden fence. The new fence would be slightly inside the area where the existing chain link fence sits. The fence will be a natural wood color with a board-on-board design. The fence will be 6ft high and applicants confirmed the planks will be 6 inches wide.

A motion by Member Morrow, and second by Member Pollock to approve the application as submitted with conditions. The condition is that the fence will be 6ft high with planks that are 6 inches wide.

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

9 Austin Park – Replacement Windows *Information Only*

Present: Emily Nunn

Proposal to replace 22 windows that are warped. Some windows are wood and some have been replaced. The applicant is looking to standardize the windows. The replacements are Infinity by Marvin Ultrex fiberglass. The openings, colors, and dimensions will be the same as existing with the exception of a picture window in the rear of the house (if approved by the building inspector). The applicant expressed she would prefer consistent grid configurations with all the windows in her home. A review of the windows was done by Blake Held and passed out to the board. The applicant asked the board for advice on what to submit for a successful application. The board went through some key items and requests to help the applicant

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21 North Main Street – Message Boards

Present: Dorothea Ciccarelli

Application was submitted, date-stamped, and reviewed by the Building Inspector on 03.30.22

Application for two message boards installed on the exterior of the building to serve the village residents with news and information. One larger message board will be located on the sidewalk in the front porch area of the building enclosed in glass with an access key. The plaque currently in this spot will be moved to another location on the porch. The second, smaller message board will be located by the back/side entrance of the building and enclosed with glass with an access key. The board is concerned that the message boards will commercialize the building and believe the website would be suitable enough for informing the public. It was expressed that a message board is a legal requirement for public notification.

Motion by Member Evans, and second by Member Pollock, to approve the application as submitted with conditions. The condition being the message boards will be applied to the mortar and not the brick.

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

MEMBER ITEMS:

19 North Main Street

Chairperson Cove sent a letter to the Board of Trustees in regards to the state of the house and where things were at and going with this address. The board had a brief discussion.

SHPO Metal Roofing

An informative roofing packet was passed out to all board members and the attorney to take for review. Email correspondence between a board member and SHPO representative as well as an email with a Historic Site Restoration Coordinator was passed out for reference.

Minutes –

March 14th, 2022

The board is looking for more detailed minutes – March 14th minutes tabled until the next meeting.

Motion by Chairperson Cove, and second by Member McBride to close HPB meeting for April 25th, 2022.

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

Kristen Kreiser, Recording Secretary

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