

**VILLAGE OF PITTSFORD
HISTORIC PRESERVATION BOARD
SPECIAL MEETING MINUTES
Friday, December 20, 2024, at 12:00 PM**

PRESENT:

Chairperson: Daniel Olson
Members: Virginia Searl
Carolina Torres
Deputy Clerk: Alexandria Torres Vaughn

CALL TO ORDER

Motion by Chair Olson and seconded by Member Searl to open the HPB Meeting on December 20, 2024.

Vote: Olson – yes; Searl – yes; Torres – yes; *Motion Passes.*

• 19 North Main Street – WINDOWS

Present: Brett Pagoda (owner) and Chase Osborn (Wonder Windows)

The application was submitted, date-stamped on 11.05.24, and reviewed by the Building Inspector on 11.13.24. The Historic Preservation Board conducted an onsite review of the proposed window replacement project for the historic structure located at 19 North Main Street. During the onsite meeting, the Board examined existing window openings, trim details, proportions, and architectural features associated with the original Federal-style structure and later Italianate additions.

Discussion focused on maintaining the historical integrity of the building through the use of appropriate wood materials, historically compatible window proportions, casing details, and installation methods. The Board reviewed the proposed window specifications and determined that the application appropriately addressed prior concerns discussed at the December 16, 2024 meeting.

Findings of Fact:

1. The structure located at 19 North Main Street is a historically significant building originally constructed in the Federal style and later expanded with Italianate architectural features.
2. The proposed replacement windows are 100% wood windows manufactured by Sierra Pacific.
3. The proposed window replacements maintain historically appropriate proportions and are compatible with the architectural character of the structure.
4. The proposed installation preserves the existing architectural details and historic appearance of the building.
5. The Board determined that the proposed work is consistent with the Village’s Historic Preservation standards and guidelines.

Conditions of Approval:

1. All windows shall be wood windows as presented to the Board during the onsite review.
2. All dimensions, muntin patterns, trim details, and installation methods shall remain substantially consistent with the plans and materials submitted for review.

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3. Any future changes to the approved window specifications or installation details shall require review and approval by the Historic Preservation Board.

Member Torres, seconded by Member Olsen, to approve the application as amended.

Vote: Olson – yes; Searl – yes; Torres – yes; *Motion Passes.*

ADJOURNMENT

Member Searl, seconded by Member Torres, to adjourn the special onsite meeting for December 20, 2024.

Vote: Olson – yes; Searl – yes; Torres – yes; *Motion Passes.*

Alexandria Torres Vaughn, Deputy Clerk

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