

**Village of Pittsford  
Architectural and Preservation Review Board  
Monday July 10, 2017 at 7:00 PM**

**PRESENT:**

**Chairperson:** Maria Huot  
**Members:** William McBride  
Cristina Lanahan  
Lisa Cove  
Scott Latshaw

**Village Attorney:** Jeff Turner  
**Building Insp.:** Paul Alguire  
**Recording Sec.:** Linda Habeeb

Chairperson Huot called the meeting to order at 7:05 pm.

**Conflict of Interest Disclosure**

Chairperson Huot asked if any of the Board members had a conflict of interest with any of the applications before the Board, and all Board members stated that they had no conflicts of interest to declare.

**Meg Rubiano, 36 South Main Street ~ Sign**

**Present:** Meg Rubiano

**Application: Submitted, date-stamped, and Building Inspector reviewed on 5/12/17.**

**Discussion:** The applicant is proposing installing a double-sided post and panel sign at Christ Episcopal Church, located at 36 South Main Street. The proposed sign is larger than the existing sign at the church, and will be installed perpendicular to the street. Ms. Rubiano noted that current landscaping near the main church door may interfere with visibility of the sign from one direction. Board members expressed concern that installing this larger sign perpendicular to the street will obstruct pedestrian views of the Village streetscape. Board members suggested that the applicant consider installing a smaller sign, installing the sign in a different location, or installing the sign parallel to the street. The application will remain open while the applicant reviews other options.

~~~~~

**Karen Leonardi, 33 South Main Street ~ Signs**

**Present:** Karen Leonardi, Nothnagle Realty

**Application: Submitted, date-stamped, and Building Inspector reviewed on 5/31/17.**

**Discussion:** The applicant is proposing installing two signs on the building located at 33 South Main Street. The signs will be wall-mounted, with flat cut letters with PVC backer. The signs will be located in the same location as the existing signs. Board members noted that one of the signs will cover the frieze of the building, which is an architectural feature of the building. They suggested that the edges of the sign be reduced by two inches so as not to cover this architectural feature. Board members also requested that the "Real Estate Services" portion of the sign be centered and not illuminated.

***Findings of Fact:***

- ✓ The proposal is for installation of two signs in the same location as the existing signs on the building.
- ✓ The applicant has agreed to reduce the size of the sign by 2 inches, so as not to cover the architrave of the building, which is a significant architectural feature of the building.
- ✓ The “Real Estate Services” portion of the sign will be centered and not illuminated.
- ✓ The applicant submitted documentation with the specifications for the signs.

**Motion:** Chairperson Huot made a motion, seconded by Member McBride, to approve the application for installation of two signs at 33 South Main Street, with the modifications discussed.

**Vote:** McBride – yes; Huot – yes; Lanahan – yes; Latshaw – yes; Cove - yes. **Motion carried. This decision was filed in the Office of the Village Clerk on July 10, 2017.**

~~~~~

**Karen Leonardi, 57 Monroe Avenue ~ Sign**

**Present:** Karen Leonardi, Nothnagle Realty

**Application: Submitted, date-stamped, and Building Inspector reviewed on 5/31/17.**

**Discussion:** The applicant is proposing removing the existing sign lettering on the building located at 57 Monroe Avenue and replacing it with a flat aluminum composite sign with digitally printed copy. The Building Inspector reported that there is an open violation related to light spillage on the property that needs to be resolved. No Certificate of Occupancy will be issued until they are in compliance.

**Findings of Fact:**

- ✓ The proposal is for replacement of the existing letters on the building with a new sign.
- ✓ The applicant submitted documentation with the specifications for the signs.

**Motion:** Chairperson Huot made a motion, seconded by Member McBride, to approve the application for installation of a sign at 57 Monroe Avenue, as submitted. No Certificate of Occupancy will be issued until they are in compliance.

**Vote:** McBride – yes; Huot – yes; Lanahan – yes; Latshaw – yes; Cove - yes. **Motion carried. This decision was filed in the Office of the Village Clerk on July 10, 2017.**

~~~~~

**David Baskeyfield, 31 Courtenay Circle ~ Fence**

**Present:** David Baskeyfield, Homeowner

**Application: Submitted, date-stamped, and Building Inspector reviewed on 5/31/17.**

**Discussion:** The applicant is proposing installing a wire mesh fence around the perimeter of the backyard of his house, located at 31 Courtenay Circle. The fence will be four feet in height and will be minimally visible from the public way. The sections of the fence will be 8 feet in length with 4x4 wooden posts.

**Findings of Fact:**

- ✓ The proposal is for installation of a 4-foot-high wire-mesh fence in the rear yard of the home.
- ✓ The fence will be minimally visible from the public way.

- ✓ The applicant submitted documentation with the dimensions, location, and specifications for the fence.

**Motion:** Chairperson Huot made a motion, seconded by Member McBride, to approve the application for installation of a fence, as submitted, with the option to remove the center rail.

**Vote:** McBride – yes; Huot – yes; Lanahan – yes; Latshaw – yes; Cove - yes. **Motion carried. This decision was filed in the Office of the Village Clerk on July 10, 2017.**

~~~~~

**Linda Brisbane, 30 Locust Street ~ Fence/Siding**

**Present:** Linda Brisbane, Homeowner

**Application: Submitted, date-stamped, and Building Inspector reviewed on 6/12/17.**

**Discussion:** The applicants stated that they had received approval from the APRB in 2014 for a fence to be installed in the rear of the property, and siding for the barn, but that they had not done the approved work. They are now requesting: (1) re-approval to expand the existing fence at the rear of the yard, replace the existing fence, which is now in disrepair, add a joining section between the new fence and adjoining neighbor's fence, and add joining 10' section on the west side yard; and (2) re-approval to replace barn siding, but instead of the ship-lap style siding that was approved, they are proposing replacing the siding with similar 1"x 4" tongue-and-groove, douglas fir siding, which is a closer match to the original siding.

The applicants stated that the existing siding on the barn is extremely deteriorated and will not hold paint. Several pieces on the upper west side have large gaps that allow significant water penetration to the interior of the barn. There will be two new doors, which will be the same material as the existing door. The installation will retain the upper gable overlapping siding technique characteristic of the original siding installation and similar door styles.

Fence:

**Findings of Fact:**

- ✓ The proposal is for installation of a previously approved fence in the rear of the yard, with modifications.
- ✓ The fence sections will not exceed eight feet.
- ✓ The applicant submitted detailed specifications for the fence.

**Motion:** Chairperson Huot made a motion, seconded by Member McBride, to approve the application for installation of a fence, with the modifications that are included in the submitted application.

**Vote:** McBride – yes; Huot – yes; Lanahan – yes; Latshaw – yes; Cove - yes. **Motion carried. This decision was filed in the Office of the Village Clerk on July 10, 2017.**

Siding:

**Findings of Fact:**

- ✓ The existing siding on the barn is significantly deteriorated and has catastrophic paint failure.
- ✓ The proposal is for installation of douglas fir, tongue-and-groove siding.
- ✓ The two new doors will be the same material as the existing door.

- ✓ Installation will retain the upper gable overlapping siding technique characteristic of the original siding installation and similar door styles, which is a significant architectural feature of the structure.
- ✓ The applicant submitted detailed specifications for the siding.

**Motion:** Chairperson Huot made a motion, seconded by Member McBride, to approve the application for installation of barn siding, with the modifications that are included in the submitted application.

**Vote:** McBride – yes; Huot – yes; Lanahan – yes; Latshaw – yes; Cove - yes. **Motion carried. This decision was filed in the Office of the Village Clerk on July 10, 2017.**

~~~~~

**Ardis Mangione-Lindley, 7 State Street ~ Window**

**Present:** Ardis Mangione-Lindley, Business owner

**Application: Submitted, date-stamped, and Building Inspector reviewed on 6/12/17.**

**Discussion:** The applicant is proposing replacing a window on the side of the block building located at 7 State Street. She stated that the window is deteriorating and not functional. She is proposing replacing it with a wood window. Board members commented that the submitted documents indicate a wood-clad window. The window is on the side of the building and not on the main building. The Board stated that the window should match the window on the Village Bakery.

**Findings of Fact:**

- ✓ The proposal is for replacement of the deteriorating window on the side of the block building.
- ✓ The applicant will install a window that matches the existing window on the Village Bakery.
- ✓ The applicant has the option of installing either a wood window or a wood-clad window.

**Motion:** Chairperson Huot made a motion, seconded by Member Cove, to approve the application for replacement of a window, with the option of installing either a wood or wood-clad window.

**Vote:** McBride – yes; Huot – yes; Lanahan – yes; Latshaw – yes; Cove - yes. **Motion carried. This decision was filed in the Office of the Village Clerk on July 10, 2017.**

~~~~~

**Jill Werner, 34 Church Street ~ Deck**

**Present:** Jill Werner, Homeowner

**Application: Submitted, date-stamped, and Building Inspector reviewed on 6/9/17.**

**Discussion:** The applicant is proposing installing a wood deck on the north side of the house. Mr. Turner informed the applicant that she will need to seek a variance from the Zoning Board of Appeals prior to receiving APRB approval. The application will remain open.

~~~~~

**Jon Schick, 50 Sutherland Street ~ Addition**

**Present:** Ken Martin, Architect

**Application: Submitted, date-stamped, and Building Inspector reviewed on 4/10/17.**

**Discussion:** This is a continuation of an open application for replacement of one of the existing bays of the garage and conversion of it to an office and mudroom on the rear east side of the house. A new 800 square

foot 2½ car garage will be located in the rear yard where an existing circular drive is located. The materials for the addition will match the existing house. Board members noted that the proposed addition is minimally visible from the street. The Board had no concerns with the massing of the house. It was also noted that the size of the house warrants having three garages.

At the May, 2017 meeting, the applicants were informed that this project requires site plan approval from the Planning Board because it is greater than 400 square feet. Board members also requested that the applicant provide specifications for the light fixtures, window dimensions, and roof pitches. Mr. Martin stated that they had been granted site plan approval from the Planning Board. He also provided documentation showing the style and location for the lights, the specifications for the windows, and he stated that the roof pitches will match the house.

***Findings of Fact:***

- ✓ The applicant submitted specifications for the windows, lights, and roof pitches.
- ✓ The window will be an aluminum-clad wood window from Anderson.

**Motion:** Chairperson Huot made a motion, seconded by Member McBride, to approve the application, as submitted.

**Vote:** McBride – yes; Huot – yes; Lanahan – yes; Latshaw – yes; Cove - abstain. **Motion carried. This decision was filed in the Office of the Village Clerk on July 10, 2017.**

~~~~~

**Thomas Dakin, 38 Rand Place ~ Window/Door**

**Present:** Thomas Dakin, Homeowner

**Application: Submitted, date-stamped, and Building Inspector reviewed on 6/8/17.**

**Discussion:** The homeowner is proposing removing the existing two double-hung windows on the northeast corner of the house; enlarging the opening in the wall to make it large enough to install a new french door; and installing a small deck to allow access to the door. Currently, the only access door for the backyard exists on the rear wall of the garage, which is not located in a manner that provides unobstructed access. Chairperson Huot expressed concern that the window casings do not match the casings on the other windows. The applicant stated that they will modify the proposal to assure that the window casings replicate the other openings in the house. The applicants stated that they will revise the application to propose a vertical lattice, instead of the crossed lattice.

***Findings of Fact:***

- ✓ The proposal is for replacing two double-hung windows on the northeast corner of the house with a french door and installing a small deck.
- ✓ The railing will have 2”x 2” balusters with 2”x 2” spacing.
- ✓ The french door will be made of wood.
- ✓ The casing will match the casing of the other openings in the house.
- ✓ The lattice will be vertical style.
- ✓ There will be no end trim for the boards.
- ✓ The application includes the details and specifications for the door and deck.

**Motion:** Chairperson Huot made a motion, seconded by Member McBride, to approve the application, as submitted.

**Vote:** McBride – yes; Huot – yes; Lanahan – yes; Latshaw – yes; Cove - abstain. **Motion carried. This decision was filed in the Office of the Village Clerk on July 10, 2017.**

**Marty Coddington, 19 E. Jefferson Circle ~ Stairs/Landing**

**Present:** Marty Coddington, Homeowner

**Application: Submitted, date-stamped, and Building Inspector reviewed on 6/12/17.**

**Discussion:** The applicant is proposing replacing the existing porch landing and stairs with a landing and stairs made of concrete, with a simple wrought iron railing. The proposal is for three stairs, measuring 66” wide and 16” deep, with a 6” rise. He explained that the existing stairs are deteriorated and are a safety hazard.

**Findings of Fact:**

- ✓ The proposal is for replacement of the deteriorating porch landing and stairs with concrete stairs and landing.
- ✓ Replacement with the same material would not be appropriate.
- ✓ There is a simple iron railing with the post attached 4 inches from every edge.
- ✓ The applicant submitted documentation with the specifications for the stairs, landing, and railing.

**Motion:** Chairperson Huot made a motion, seconded by Member McBride, to approve the application, as submitted.

**Vote:** McBride – yes; Huot – yes; Lanahan – yes; Latshaw – yes; Cove - yes. **Motion carried. This decision was filed in the Office of the Village Clerk on July 10, 2017.**

~~~~~

**Lauren Bruckner, 19 Courtenay Circle ~ Siding**

**Present:** Lauren Bruckner, Homeowner

**Application: Submitted, date-stamped, and Building Inspector reviewed on 5/30/17.**

**Discussion:** The applicant’s proposal is for removal of the cedar shake siding at 19 Courtenay Circle and replacement with hardiboard siding. The hardiboard siding has a faux wood finish and a 7” reveal. The project has been started and a portion of the work is completed without APRB approval. The applicants stated that the cedar siding was deteriorated. Chairperson Huot explained that the existing siding should be replaced with material with the same detail in the reveal and corner boards as that which was removed. Board members noted that the Board has consistently not approved a faux grain finish and has requested that the finish be a smooth surface. The application will remain open so that the applicants can research other options.

**Minutes:**

**Vote:** Member Lanahan made a motion, seconded by Member McBride, to approve the 3/6/17 meeting minutes, as drafted.

**Vote:** McBride – yes; Huot – abstain; Lanahan – yes; Latshaw – yes; Cove - abstain. **Motion carried. This decision was filed in the Office of the Village Clerk on July 10, 2017.**

**ADJOURNMENT:** There being no further business, Chairperson Huot adjourned the meeting at 10:00 pm.

---

Linda Habeeb, Recording Secretary