

**Village of Pittsford**  
**Architectural and Preservation Review Board**  
**Monday May 5, 2014 at 7:00 PM**

**PRESENT:**

<b>Chairperson:</b>	<b>Paul Zachman (absent)</b>
<b>Members:</b>	<b>Cristina Lanahan</b>
	<b>William McBride</b>
	<b>Maria Huot</b>
	<b>Erin Daniele (absent)</b>
<b>Village Attorney:</b>	<b>Jeff Turner</b>
<b>Building Inspector:</b>	<b>John Limbeck</b>
<b>Recording Secretary:</b>	<b>Linda Habeeb</b>

Member Huot called the meeting to order at 7:00 pm.

**Drena Omara, 50 State Street ~ Sign**

**Present:** Drena Omara, Business owner

**Application: Submitted, date-stamped, and Building Inspector reviewed on 3/19/14.**

**Discussion:** The applicant stated that she is proposing installing a sign on the front of the building located at 50 State Street. She stated that the material for the proposed sign is DiBond, and the depth of the sign is 1/8 of an inch. Board members expressed concern that the depth of the sign in the material proposed would not produce a sign with sufficient heft. Board members suggested that the applicant propose a thicker sign in the DiBond material, or, in the alternative, a metal sign in 1/8" thick, as proposed.

***Findings of Fact:***

- ❖ The proposed signage conforms to the Zoning Code.
- ❖ The sign will be either a 1/2" to 3/4" thick sign in the DiBond material, or a 1/8" thick metal sign.
- ❖ The installation of the sign will not cover or damage any significant architectural features of the building.

**Motion:** Member Huot made a motion, seconded by Member McBride, to approve the application for installation of a sign, using either of the two options, as stated in the findings of fact.

**Vote:** McBride – yes; Huot – yes; Lanahan - yes. **Motion carried.** This decision was filed in the Office of the Village Clerk on May 5, 2014.

**Jamie Nelson, 25 State Street ~ Fence**

**Present:** Jamie Nelson

**Application: Submitted, date-stamped, and Building Inspector reviewed on 4/21/14.**

**Discussion:** The applicant stated that she is proposing installing a sign on the front of the building, and two decals on the windows at the business located at 25 State Street. She submitted documentation indicating the dimensions, material, and location for the proposed signage. Board members suggested that the sign be installed centered between the two windows on the lower portion of the building.

*Findings of Fact:*

- ❖ The proposed signage conforms to the Zoning Code.
- ❖ The sign on the building will be installed centered between the two windows on the lower portion of the building.
- ❖ The installation of the sign will not cover or damage any significant architectural features of the building.

**Motion:** Member Huot made a motion, seconded by Member McBride, to approve the application for installation of signage, as submitted, with the condition that the sign on the building be installed centered between the two windows on the lower portion of the building.

**Vote:** McBride – yes; Huot – yes; Lanahan - yes. **Motion carried. This decision was filed in the Office of the Village Clerk on May 5, 2014.**

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**Town of Pittsford, 11 South Main Street - Sign**

**Present:** Paul Schenkel, Commissioner of Public Works

**Application: Submitted, date-stamped, and Building Inspector reviewed on 2/28/14.**

**Discussion:** Mr. Schenkel stated that the Town is proposing replacing and relocating the existing sign at the Port of Pittsford from its current location to the access road to the north. He further stated that the proposal includes relocating the plaque mounted on the boulder and the associated landscaping. The new sign will be constructed of pressure-treated lumber, similar to the material of the guardrail behind it. Mr. Schenkel submitted documentation and photographs showing the dimensions and location for the sign.

*Finding of Fact:*

- ❖ The proposal is for replacing and relocating the existing sign and relocating the plaque mounted on the boulder and the associated landscaping, as specified in the application submitted.

**Motion:** Member Huot made a motion, seconded by Member McBride, to approve the application for installation of signage, as submitted.

Vote: McBride – yes; Huot – yes; Lanahan - yes. Motion carried. **This decision was filed in the Office of the Village Clerk on May 5, 2014.**

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**Goodwill of Fingerlakes, 4 North Main Street ~ Donation bin**

**Present:** Tony Gopie, Carol Borsa

**Application: Submitted, date-stamped, and Building Inspector reviewed on 3/24/14.**

**Discussion:** The applicant presented plans for installation of a donation bin on the side of the building in the parking lot of 4 North Main Street. He presented documentation and photographs showing the dimensions and location for the donation bin. He stated that the bin will be made of wood and sided to match the building.

Board members expressed concern that since the bin will be utilized for donations when the establishment is closed, the contents of the bin could overflow into the parking lot, which would be unsightly. Ms. Borsa stated that the store will be open daily, and that they will be monitoring the donation bin to determine the volume of contributions and whether the hours of the business will need to be adjusted based on traffic activity.

***Findings of Fact:***

- ✓ The donation bin will be attached to the west side of the building, in the location shown in the submitted documentation.
- ✓ The south and north sides of the bin will be sided, and the cornerboards will be painted to match the building.

**Motion:** Member Huot made a motion, seconded by Member McBride, to approve the application, as submitted, with the condition that the structure be sided and painted to match the building.

Vote: McBride – yes; Huot – yes; Lanahan - yes. Motion carried. **This decision was filed in the Office of the Village Clerk on May 5, 2014.**

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**Kevin Archibald, 98-100 South Street – Replacement windows**

**Present:** Kevin Archibald, homeowner

**Application: Submitted, date-stamped, and Building Inspector reviewed on 4/21/14.**

**Discussion:** The applicant presented a proposal for installation of vinyl replacement windows on the house located at 98-100 South Street. Board members expressed concern with the reduction in the amount glass within the frame of the proposed windows.

The application will remain open so that the applicant can research a type of window with the least amount of reduction in the glass, and this will be on the June 2<sup>nd</sup> APRB agenda.

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**Kevin Morgan, 7 Austin Park ~ Deck**

**Present:** Lindsay Morgan

**Application: Submitted, date-stamped, and Building Inspector reviewed on 4/29/14.**

**Discussion:** The applicant stated that they are proposing installation of an L-shaped deck on the rear of the house on the east side. She stated that the material for the deck will be pressure-treated lumber. She submitted documentation with the specifications for the deck. Board members noted that the deck will be minimally visible from the public way.

**Motion:** Member Huot made a motion, seconded by Member McBride, to approve the application for installation of deck, as submitted.

**Vote:** McBride – yes; Huot – yes; Lanahan - yes. Motion carried. **This decision was filed in the Office of the Village Clerk on May 5, 2014.**

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**Kelby Ash, 58 Rand Place ~ Addition/Deck**

**Present:** Kelby Ash, Homeowner

**Application: Submitted, date-stamped, and Building Inspector reviewed on 4/21/14.**

**Discussion:** The applicant stated that he is proposing enclosing the existing sunroom, adding a deck on the rear of the house, and installing a new window on the rear of the north elevation. He presented drawings of the house and the proposed deck. Board members noted that the deck will be minimally visible from the public way.

**Findings of Fact:**

- ❖ The deck will be minimally visible from the public way.
- ❖ The window will be a wood window that will match the other windows on the house.

**Motion:** Member Huot made a motion, seconded by Member McBride, to approve the application for installation of a deck, as submitted, contingent on submittal of a manufacturer's cutsheet.

**Vote:** McBride – yes; Huot – yes; Lanahan - yes. Motion carried. **This decision was filed in the Office of the Village Clerk on May 5, 2014.**

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**Roger Powers, 25 Schoen Place ~ Restoration Plan**

**Present:** Roger & Betsy Powers, Owners

**Application:** Submitted, date-stamped, and Building Inspector reviewed on 4/21/14.

**Discussion:** Mr. Powers presented a 5-year plan for restoration of 5 buildings located on Schoen Place. It was noted that the majority of items on the plan involve repairs on existing buildings that do not require APRB review or approval.

**Motion:** Member Huot made a motion, seconded by Member Lanahan, to approve the plaster masonry foundation on Building #4, using the same technique as on the east side of the building.

**Vote:** McBride – yes; Huot – yes; Lanahan - yes. Motion carried. **This decision was filed in the Office of the Village Clerk on May 5, 2014.**

**Motion:** Member Huot made a motion, seconded by Member McBride, to approve the replacement of the tin metal siding with tongue-and-groove wood siding to match the rest the existing siding on Building #4, with a vertical wood trim piece as an historic marker.

**Vote:** McBride – yes; Huot – yes; Lanahan - yes. Motion carried. **This decision was filed in the Office of the Village Clerk on May 5, 2014.**

**Member Items:**

**Motion:** Member Huot made a motion, seconded by Member McBride, to approve the 2/3/14 minutes, as drafted.

**Vote:** McBride – yes; Huot – yes; Lanahan - yes. **Motion carried.**

**ADJOURNMENT:** There being no further business, Member Huot adjourned the meeting at 9:00 pm.

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Linda Habeeb, Recording Secretary

*APRB 5/5/14*

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