

**Village of Pittsford
Architectural and Preservation Review Board
Monday December 7, 2015 at 7:00 PM**

PRESENT:

Chairperson: Maria Huot
Members: William McBride (absent)
Cristina Lanahan
Erin Daniele (absent)
Scott Latshaw

Village Attorney: Jeff Turner
Building Inspector: Kelly Cline
Recording Secretary: Linda Habeeb

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

Conflict of Interest Disclosure

The Village Board of Trustees has passed Local Law 15, which law requires disclosure of conflicts of interest or potential conflicts of interest prior to each meeting of boards with discretionary approval authority. Chairperson Huot asked if board members had a conflict of interest with any of the applications before them, and Board members indicated that they had no conflicts of interest to report.

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**Mike Fazio, 17 Washington Avenue ~ Stairs & Window**  
**Present:** Mike Fazio, Homeowner

**Application: Submitted, date-stamped, and Building Inspector reviewed on 10/29/15.**

Front Stairs

**Discussion:** The applicant stated that he replaced the wooden front stairs of the house with new stairs because the existing stairs were deteriorated beyond repair. He stated that the material for the replacement stairs is a composite material. Member Huot explained that the Board is charged with reviewing this application as if the stairs had not already been built. The applicant is required to replace the steps with the same material as the previously existing stairs. She presented examples of stairs on other houses that have the appropriate proportion for this style of house.

***Findings of Fact:***

1. The applicant is proposing installing wood front stairs on the house, with a 10" tread, 1½-inch thick, with a 1- ½-inch overhang on the front and sides of the treads.
2. The stairs will be painted or stained to match the porch.
3. The previously existing railings were not original to the house, and will not be replaced.

4. The applicant will work with the Building Inspector to assure that the replacement stairs are compliant with Village Code requirements.

**Motion:** Chairperson Huot made a motion, seconded by Member Lanahan, to approve the application for installation of wood stairs, as modified.

**Vote:** Lanahan – yes; Huot – yes; Latshaw - yes. **Motion carried. This decision was filed in the Office of the Village Clerk on December 7, 2015.**

Window

**Discussion:** The applicant stated that he replaced a double-hung vinyl window on the south façade of the house. He stated that the existing window was in disrepair and in need of replacement. The applicant did not seek approval from the APRB for the replacement of the window. The Building Inspector stated that she informed the applicant that he needed approval from the APRB prior to replacing the window. Board members expressed concern that the style of the replacement window is not appropriate for the house, and does not appear to fit the opening left from the previous window.

This portion of the application will remain open for the applicant to return to the next APRB meeting.

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Laura Kimmes, 9 South Main Street ~ Sign

Present: Laura Kimmes, Business owner

Application: Submitted, date-stamped, and Building Inspector reviewed on 11/30/15.

Discussion: The applicant is proposing installing a sign in the same location as the previously existing sign. She stated that the sign will be made of high-density urethane. She submitted photographs and documentation indicating the dimensions, location, and material for the proposed sign.

Findings of Fact:

1. The application is for installation of a sign on the business located at 9 South Main Street.
2. The sign is the same as the existing temporary sign on the building.
3. The proposed sign is 63 inches in length and 22½ inches in width.

Motion: Chairperson Huot made a motion, seconded by Member Lanahan, to approve the application for installation of a sign, as submitted.

Vote: Lanahan – yes; Huot – yes; Latshaw - yes. **Motion carried. This decision was filed in the Office of the Village Clerk on December 7, 2015.**

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**Joan Kaplow, 28 South Main Street ~ Sign**

**Present:** Joan Kaplow, Business owner

**Application: Submitted, date-stamped, and Building Inspector reviewed on 11/24/15.**

**Discussion:** The applicant is proposing installing a sign on the building in the same location as the previously existing sign. She stated that the sign will be installed between the gooseneck lights centered over the windows. She submitted photographs and documentation indicating the dimensions, location, and material for the proposed sign.

***Findings of Fact:***

1. The application is for installation of a sign on the business located at 28 South Main Street.
2. The sign will be installed in the same location, and within the same parameters, as the previously existing sign.
3. The sign is made of high-density urethane material.
4. The length of the sign will not exceed the dimensions of the previous sign.
5. The sign will be installed between the gooseneck lights centered on the front windows.

**Motion:** Chairperson Huot made a motion, seconded by Member Lanahan, to approve the application for installation of a sign, without the eyeglasses depicted as part of the sign in the application.

**Vote:** Lanahan - yes; Huot - yes; Latshaw - yes. **Motion carried. This decision was filed in the Office of the Village Clerk on December 7, 2015.**

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Darlyne Truax, 5 South Main Street ~ Sign

Present: Darlyne Truax, Business owner

Application: Submitted, date-stamped, and Building Inspector reviewed on 11/24/15.

Discussion: The applicant stated that she installed a sign on her business located at 5 South Main Street. The sign is an existing sign with new acrylic lettering. She submitted photographs of the sign with the dimensions indicated on the photograph. The application will remain open for the possible installation of a second sign for the Monroe Avenue side of the building.

Findings of Fact:

1. The application is for approval of a sign that has already been installed on the building at 5 South Main Street.
2. The sign is an existing sign with new acrylic lettering.

Motion: Chairperson Huot made a motion, seconded by Member Lanahan, to approve the application for the sign, as submitted.

Vote: Lanahan – yes; Huot – yes; Latshaw - yes. **Motion carried. This decision was filed in the Office of the Village Clerk on December 7, 2015.**

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**Bank of America, 9 North Main Street ~ Signs**

**Present:** Jamie Rawleigh, Premiers Sign Systems

**Application: Submitted, date-stamped, and Building Inspector reviewed on 11/23/15.**

**Discussion:** The applicant is proposing replacing nine existing signs at the Bank of America, located at 9 North Main Street. She submitted documentation and photographs indicating the locations and dimensions of the proposed signs. She also provided a schedule for the installation of the signs. The proposed monument sign requires a variance from the Zoning Board of Appeals and will not be installed at this time.

**Findings of Fact:**

1. The application is for replacement of nine existing signs at 9 North Main Street.
2. The signs will be installed in the same locations as the existing signs.
3. The proposed monument sign requires a variance from the Zoning Board of Appeals and will not be installed at this time.

**Motion:** Chairperson Huot made a motion, seconded by Member Lanahan, to approve the application for replacement of nine signs at 9 North Main Street, based on the schedule of installation times submitted with the application.

**Vote:** Lanahan – yes; Huot – yes; Latshaw - yes. **Motion carried. This decision was filed in the Office of the Village Clerk on December 7, 2015.**

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Karen Paine, 21 Washington Road ~ Windows

Present: Karen Paine, Homeowner

Application: Submitted, date-stamped, and Building Inspector reviewed on 11/25/15.

Discussion: The applicant is proposing replacing four double-hung wood windows with Pella double-hung all-wood windows. She stated that the existing windows are deteriorated and not repairable. She submitted photographs and manufacturer’s specification sheets of the proposed new windows.

Findings of Fact:

1. The application is for replacement of four double-hung windows: three on the front façade of the house and one on the side of the house.
2. The existing windows to be replaced are deteriorated and not repairable.
3. The proposed new windows are appropriate for the style of the house.

Motion: Chairperson Huot made a motion, seconded by Member Lanahan, to approve the application for installation of four double-hung, Pella windows, as submitted.

Vote: Lanahan – yes; Huot – yes; Latshaw - yes. **Motion carried. This decision was filed in the Office of the Village Clerk on December 7, 2015.**

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**Peter Messner, 19 Monroe Avenue ~ Solar panels**

**Present:** Peter Messner, Business owner

**Application: Submitted, date-stamped, and Building Inspector reviewed on 11/19/15.**

**Discussion:** The application is a proposal to install solar panels on the building located at 19 Monroe Avenue. The applicants stated that the panels will be more energy efficient and will offset electrical consumption. They stated that the panels will be installed in such a manner that they will be minimally visible from the public way, and the cable conduit will be painted the same color as the building.

Member Huot stated that this is the first application of this type to come before this Board. She stated that there are many issues to consider when proposing to install solar panels in an Historic District, such as the visibility of the panels and the impact on the structure. It will be important to install the panels in the least intrusive manner. Member Huot stated that Board members will need to do further research on this topic, and it would be preferable for the full Board to hear this application. Mr. Turner suggested that Board members may want to conduct a special meeting at the site to determine the impact that this will have on the building and the surrounding neighborhood.

The application will remain open for the Board to gather additional information, and for all Board members to hear this application at a future meeting.

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John Caselli, 49 Rand Place ~ Windows

Present: John Caselli, Homeowner

Application: Submitted, date-stamped, and Building Inspector reviewed on 10/19/15.

Discussion: The applicant stated that he is proposing installing new windows, changing the sliders and casements to new double-hung windows, and replacing the picture window with a bow window at the house located at 49 Rand Place. He is also proposing removing the porch and installing a porch addition in the same footprint. In the rear of the house, the proposal is to

remove the porch and expand the kitchen. It was noted that the rear of the house is minimally visible from the public way. He presented revised plans to the Board.

Findings of Fact:

1. The applicant is proposing to build a foyer and porch in the front of the house located at 49 Rand Place.
2. The dimensions of the porch are as defined by the submitted floor plan.
3. The foyer will be recessed from the gable that has been extended to generate the front porch.
4. There is an existing porch in the rear that is in poor condition that is not original to the house.
5. The applicant is proposing to demolish the rear porch to accommodate the kitchen.
6. The materials will match the materials of the house.
7. The roofline will match the roofline of the house.
8. The applicant is proposing installation of gable vents on the front and rear of the house to match existing gable vents on the house, and they will be painted to match the siding.
9. The post in the front porch will be a 4 x 4 wooden post with no base to match the style of the house.

Motion: Chairperson Huot made a motion, seconded by Member Lanahan, to approve the application for an addition, as modified.

Vote: Lanahan – yes; Huot – yes; Latshaw - yes. **Motion carried. This decision was filed in the Office of the Village Clerk on December 7, 2015.**

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**Alysa Plummer ~ 66 South Main Street ~ Modification to approved application**

**Present:** Alysa Plummer, Homeowner

**Application: Submitted, date-stamped, and Building Inspector reviewed on 8/25/15.**

**Discussion:** The applicant is proposing making a small modification to the roof that was approved by the Board at the September APRB meeting.

**Motion:** Member Lanahan made a motion, seconded by Chairperson Huot, to amend the previously approved application to change the angle of the hip roof over the bay window so that the angle is flattened slightly so that the roof is less prominent.

**Vote:** Lanahan – yes; Huot – yes; Latshaw - yes. **Motion carried. This decision was filed in the Office of the Village Clerk on December 7, 2015.**

Information only:

**Bruce Steele, 35 Rand Place ~ Garage**

**Discussion:** Mr. Steele stated that the owner of the house at 35 Rand Place is proposing demolishing the existing one-car garage and rebuilding a two-car detached garage. He discussed his proposal with Board members.

**Member Items:**

**Motion:** Member Huot made a motion, seconded by Member Latshaw, to approve the September 9, 2015 minutes, as drafted.

**Vote: McBride – yes; Huot – no; Lanahan - yes - Daniele - yes. Motion carried.**

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

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Linda Habeeb, Recording Secretary