

**Village of Pittsford
Architectural and Preservation Review Board
Monday January 4, 2016 at 7:00 PM**

PRESENT:

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

Village Attorney: Jeff Turner
Building Inspector: Floyd Kofahl
Recording Secretary: Linda Habeeb

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

Conflict of Interest Disclosure

Chairperson Huot asked if anyone had a conflict of interest with any of the applications before them, and no one had a conflict of interest to report.

Margaret Weimer, 14 Austin Pk. ~ Fence
Present: Margaret Weimer, Homeowner

Application: Submitted, date-stamped, and Building Inspector reviewed on 11/28/15.

Discussion: The applicant is proposing installing a 6-foot-high, board-on-board fence in the rear of the yard of the house located at 14 Austin Park. She stated that the proposed fence will be made of pressure-treated lumber and will have 4 x 4" posts. She submitted documentation indicating the dimensions and location for the proposed fence.

Findings of Fact:

1. The proposal is for installation of a 6-foot-high, board-on-board fence with dog-eared top.
2. The fence will be installed in the rear of the property, inside of the property line.
3. The fence will be installed with the posts facing the property.

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

Vote: McBride – yes; Huot – yes; Lanahan – yes; Latshaw - yes. **Motion carried. This decision was filed in the Office of the Village Clerk on January 4, 2016.**

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

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

**Discussion:** Chairperson Huot explained that the applicant replaced a double-hung vinyl window on the south façade of the house. The applicant did not seek approval from the APRB for the replacement of the window. At the December meeting, Board members expressed concern that the style of the proposed replacement window is not appropriate for the house, and does not appear to fit the opening from the previous window.

The applicant presented a proposal to install a double-hung, vinyl replacement window, with dimensions to match the window opening. He provided a photograph and documentation with details of the proposed window. Board members noted that the house originally had all wood windows, some of which were replaced with vinyl windows by a previous owner, without approval from the APRB. Chairperson Huot stated that the applicant was given the option of replacing the window with a wood window, but is choosing to replace the window in-kind with a vinyl window.

***Findings of Fact:***

1. The proposal is for installation of a double-hung, vinyl replacement window, with no muntins.
2. The window being replaced is not original to the house.
3. The dimensions of the proposed window match the window opening.
4. The replacement of the vinyl window is an in-kind replacement.

**Motion:** Chairperson Huot made a motion, seconded by Member McBride, to approve the application for installation of a double-hung replacement window, as submitted.

**Vote:** McBride – yes; Huot – yes; Lanahan – yes; Latshaw - yes. **Motion carried. This decision was filed in the Office of the Village Clerk on January 4, 2016.**

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Paul Zachman, 55 South Main Street ~ Windows

Present: Paul Zachman, Boardwalk Design; Nathan & Beth Ritter, Homeowners

Application: Submitted, date-stamped, and Building Inspector reviewed on 11/28/15.

Discussion: The applicants are proposing removing an existing twin double-hung window on the south elevation of the house, dividing it into two individual windows, and re-installing the window. The siding will be repaired to match the existing siding. They are also proposing enclosing an existing screened porch with Kolbe wood-sash double-hung windows, to match the windows on the house. The siding will be repaired with new cedar siding and trim to match the existing siding. He submitted documentation with elevation views, photographs, and details of the proposed windows.

Findings of Fact:

1. The south elevation of the house is partially visible from South Main Street.
2. The proposal is for removing an existing twin double-hung window on the south elevation of the house, dividing it into two individual windows, and re-installing the window.
3. The siding for both windows will be repaired to match the siding on the house.
4. The location of the two individual Windows must follow the dimensions established by the scale drawing.
5. The new installation of windows must have the same trim details as the other Windows in the house.

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. **Motion carried. This decision was filed in the Office of the Village Clerk on January 4, 2016.**

Member Items:

Minutes:

Motion: Chairperson Huot made a motion, seconded by Member Lanahan, to approve the 12/7/16 Minutes, as drafted.

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

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

Linda Habeeb, Recording Secretary

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