

**Village of Pittsford
Architectural and Preservation Review Board
Monday May 2, 2016 at 7:00 PM**

PRESENT:

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

Member McBride stated that he will recuse himself from the discussion and vote for the Courtenay Circle application because he has a family relationship with the applicant. All other members stated that they had no conflicts of interest with any of the applications before the board.

Lori Manzella, 17 Maple Street ~ Fence

Present: Lori Manzella, Homeowner

Application: Submitted, date-stamped, and Building Inspector reviewed on 4/14/16.

Discussion: The applicant is proposing installing wire mesh to an existing split-rail fence in the rear of the property located at 17 Maple Street. She is also proposing a picket-style fence made of vinyl material between the house and a retaining wall. The fence will measure 3 feet in height, and will have a four-foot-long gate. Board members explained that vinyl is not an appropriate material for the fence, and the applicant agreed to change the proposal to a wooden fence.

Findings of Fact:

1. The applicant is proposing installing wire mesh to an existing split-rail fence in the rear of the property located at 17 Maple Street.
2. The wire mesh will be installed on the inside of the fence.
3. The applicant is also proposing a picket-style fence made of vinyl material between the house and a retaining wall.
4. The original proposal was for a vinyl fence and gate, but the application was revised to propose a wood material.
5. The dimension of the fence gate is approximately 10 feet, the distance between the retaining wall and the house.
6. The fence will be three feet in height, with a four-foot long gate.
7. The fence will be located in front of the air-conditioning unit on the side of the house.
8. There are two options of appropriate styles of fence from which the applicant can choose.
9. The dimensions of the fence will be as specified in the application drawings.

Motion: Chairperson Huot made a motion, seconded by Member McBride, to approve the application for installation of a fence, with the revisions discussed at this meeting.

Vote: McBride – yes; Huot – yes; Latshaw – yes; Daniele - yes. Motion carried. This decision was filed in the Office of the Village Clerk on May 2, 2016.

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**Don Dean, 3 Durham Way ~ Fence**

**Present:** Don Dean, Carver Creek

**Application: Submitted, date-stamped, and Building Inspector reviewed on 4/18/16.**

**Discussion:** The applicant is proposing installing 310 lineal feet of fence using three-rail split rail. He stated that the fence will have a double-door gate and welded wire on the inside. The fence will be four-feet in height, and the distance between the posts will not exceed 10 feet.

***Findings of Fact:***

1. The applicant is proposing installing 310 lineal feet of fence using three-rail split rail (see drawing).
2. The material for the proposed fence is a rail split with welded wire fencing inside.
3. The specifications of the welded wire are detailed in the documents submitted with the application.
4. The fence will be four-feet in height, and the distance between the posts will not exceed 10 feet.
5. The welded wire will be installed inside the split-rail fence.
6. The fence will have two gates: one double-door fence on the front, with two 4 to 3 feet sections, totaling no more than 8 feet; a second door fence on the rear, which will not exceed four feet.
7. The gate will be installed approximately 6 inches inside of the property line, and in the rear, it will be installed outside of the easement.

**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; Latshaw – yes; Daniele - yes. Motion carried. This decision was filed in the Office of the Village Clerk on May 2, 2016.**

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Megara Nearing, 4 Courtenay Circle - Shutters

Present: Megara Nearing, Homeowner

Application: Submitted, date-stamped, and Building Inspector reviewed on 3/21/16.

Discussion: The applicant is proposing replacing the existing vinyl, louvered shutters on the house with raised panel shutters in the same locations, dimensions, and color as the existing. She stated that the existing shutters are damaged and some are missing. The applicant submitted specification sheets for the record, which indicate the details of the proposed shutters.

Findings of Fact:

1. The applicant is proposing replacing the existing vinyl, louvered shutters on the house with raised panel shutters in the same locations, dimensions, and color.
2. The existing shutters are circa 30 years old.
3. The shutters will be installed in the same manner as the existing shutters, as decorative, not functional, shutters.
4. This period house were not designed with functional shutters.
5. The applicant submitted specification sheets for the record, which indicate the details of the proposed shutters.

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

Vote: McBride – abstain; Huot – yes; Latshaw – yes; Daniele - yes. **Motion carried. This decision was filed in the Office of the Village Clerk on May 2, 2016.**

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**Thomas Biedenbach, 9 Jackson Park - Dock**

**Present:** Thomas Biedenbach, Homeowner

**Application: Submitted, date-stamped, and Building Inspector reviewed on 4/12/16.**

**Discussion:** The applicant is proposing construction of a dock on the canal at 9 Jackson Park. The proposed dock extends four feet from the bank of the canal, is 24 feet in length, and is 10 feet in width. The construction includes a stairway with railings, and the dock and stairway are supported by 4" x 4" pressure-treated posts. He stated that the project is exempt from Department of Environmental Conservation permit requirements, and he submitted a letter from the DEC to support this. He also indicated that the plans have been approved by the NYS Thruway/NYS Canal Authority, and the Army Corps of Engineers.

**Findings of Fact:**

1. The applicant is proposing construction of a dock on the canal on the right side of the house at 9 Jackson Park.
2. The proposed dock extends four feet from the bank of the canal, is 24 feet in length, and is 10 feet in width.
3. The material for the dock is pressure-treated lumber.
4. The construction includes a stairway with railings, and the dock and stairway are supported by 4" x 4" pressure-treated posts.
5. The stairway and railing will be built to New York State Code standards.
6. The applicant submitted detailed drawings of the proposed dock.

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

**Vote:** McBride – yes; Huot – yes; Latshaw – yes; Daniele - yes. **Motion carried. This decision was filed in the Office of the Village Clerk on May 2, 2016.**

**Minutes:**

**Motion:** Chairperson Huot made a motion, seconded by Member McBride, to approve the 4/4/16 minutes, as drafted.

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

**ADJOURNMENT:** There being no further business, Chairperson Huot adjourned the meeting at 8:15 pm.

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Linda Habeeb, Recording Secretary