

**Village of Pittsford
Architectural and Preservation Review Board
Regular Meeting – December 5, 2005 at 7:30 PM**

PRESENT:

Chairperson:	Steve Melnyk
Members:	Marcia Watt
	Scott Latshaw
	Ken Willard (absent)
Attorney:	Jeff Turner
Building Inspector:	Skip Bailey
Recording Secretary:	Linda Habeeb

Chairperson Melnyk called the meeting to order at 7:40.

1. Susan Webb, 75 N. Main Street ~ Fence

Present: Susan Webb

Application: Submitted and date stamped on November 16, 2005, and Building Inspector reviewed on November 18, 2005.

Discussion: The applicant is proposing installing a 3-foot, wood picket fence on the property. The posts for the proposed fence will not exceed 42 inches in height. The applicant stated that the fence will have four gates, in a style consistent with the style of the fence, and the Board informed the applicant that she will need to submit more details of the proposed gates.

Motion: Chairperson Melnyk made a motion, seconded by Member Latshaw, to approve the application for a wood fence, as noted on the submitted materials, the height of the posts, including the caps, not to exceed 42 inches, the fence to be painted or stained white, the gate to be consistent with the style of the fence, and the approval is contingent on receipt of the gate detail.

Vote: Watt – yes; Melnyk – yes; Latshaw – yes. *Motion carried. This decision was filed in the Office of the Village Clerk on December 5, 2005.*

2. Thomolaris, 24 Washington Ave ~ Addition

Present: Bill Thomolaris
Jim Brasley, Architect

Application: Submitted, date stamped, and building inspector reviewed on 11/28/05.

Discussion: The applicant was approved for Phase I of the renovations at the previous meeting. They presented plans for Phase II, which is a 1300-square foot addition to the rear of the residence. The Board questioned the applicant as to whether the sleeping porch on the second floor on the north elevation is original to the house, and the applicant stated that it appears to be original to the house. The plan also involves increasing the number of windows in the sleeping porch area from two to three. The windows will be all-wood windows in the dimensions as indicated on the submitted drawings. The applicants also indicated that they will be reusing the existing doors from another location of the house. Board members informed the applicants that they will be required to supply cutsheets and photographs of the proposed doors. The Board listed

the items for which the applicants will need to submit further details: doors, windows, canopy/breezeway, and rafter tails.

Based on the findings that were previously made in connection with the prior renovations to the property, and further finding that:

- The addition is set back approximately 60 feet from the street and is located in the rear of the property;
- The architectural style of the addition is consistent with the home; all trim and casings will match existing, and siding will match existing first floor exterior siding;
- The door on the addition proposed for the north elevation shall be an existing wood door moved from another location in the house; and
- The existing sleeping porch appears to be part of the original structure.

Motion: Member Watt made a motion, seconded by Member Latshaw, to approve the application for the addition, as submitted, with the additional specifications that the rafter tails shall match the existing, the doors and windows shall be all wood, and contingent on the applicant's submitting detailed information regarding the specifications for the doors and windows for approval, and further provided that this approval does not cover the proposed canopy/breezeway between the house and garage, the specifications for which the applicant will submit for consideration at a subsequent meeting.

Vote: Watt – yes; Melnyk – yes; Latshaw – yes. *Motion carried. This decision was filed in the Office of the Village Clerk on December 5, 2005.*

3. Pittsford Flour Mill, Schoen Place

Present: Todd Longwell

Discussion: The Board reviewed the letter from the applicant listing the remaining open issues, and the applicant presented final plans showing the changes from the previous plan. The siding will run at the same height/elevation across the south side of the Mill. The flashing above the water table will be hand-painted. The limestone sample which was presented to the Board at the site meeting will be used for the front steps and for the face of the stairway on the east elevation. The flush metal door on the north elevation will be hand-painted with wood jambs. The canopies will be constructed per the presented detailed drawings. The railings will be fabricated per the shop drawings and were represented on the final plans. The applicant submitted cutsheets for the light fixtures and doors, and described the proposed hardware for the doors as having an antique bronze finish. Also discussed was the loading dock entrance on the north side, and the applicant stated that handrails and steps are not required for the height of the proposed handicap ramp, as per ADA regulations. The final plan also showed the vent above the roof on the south elevation, the window location on the west elevation, and flush metal door on the north elevation.

Motion: Chairperson Melnyk made a motion, seconded by Member Watt, to approve the final drawings, date-stamped 11/21/05, designated as A3, as submitted, along with corresponding detail on descriptive information attached, dated 11/16/05 and 11/21/05, noting the placement of a light fixture over the south elevation of the western office door, and also noting the use of limestone on the front of the building and on the face of the stairway on the east elevation, with the exception that this approval excludes the previously installed windows and that this motion shall not be deemed an approval of the windows by the APRB.

Vote: Watt – yes; Melnyk – yes; Latshaw – yes. *Motion carried.* **This decision was filed in the Office of the Village Clerk on December 5, 2005.**

4. Marianne Seehafer, 2 Courtenay Circle, Fence

Discussion: The applicant submitted a sample of the gate for the approved fence for the Board's consideration.

Motion: Member Watt made a motion, seconded by Chairperson Melnyk, to approve the sample of the gate for the fence at 2 Courtenay Circle, as submitted.

Vote: Watt – yes; Melnyk – yes; Latshaw – yes. *Motion carried.* **This decision was filed in the Office of the Village Clerk on December 5, 2005.**

5. First Presbyterian Church, 21 Church St ~ Generator screen

Discussion: At the October meeting, the Board voted to approve the screen for the chiller, contingent on receipt of engineering calculations and data for the unit which support the fact that the size of the unit is required for operation, as opposed to being for maintenance purposes only.

Chairperson Melnyk said that the submitted materials are insufficient, in that they appear to indicate only servicing clearances. This issue remains an open item.

Member Items:

- Board members discussed the revision of the APRB approval/denial letter and ways to improve the manner and timeliness of communication with applicants.
- Trustee Galli initiated discussion of the issue of the Board's charging consulting fees back to applicants.
- There was general discussion of possible candidates to fill the open position on the Board.

Motion: Member Watt made a motion, seconded by Member Latshaw, to approve the October 3, 2005, minutes, as amended.

Vote: Watt – yes; Melnyk – yes; Latshaw – yes. *Motion carried.*

Motion: Chairperson Melnyk made a motion, seconded by Member Watt, to approve the October 18, 2005, minutes, as amended.

Vote: Watt – yes; Melnyk – yes; Latshaw – yes. *Motion carried.*

Motion: Member Watt made a motion, seconded by Member Latshaw, to approve the November 7, 2005, minutes, as amended.

Vote: Watt – yes; Melnyk – yes; Latshaw – yes. *Motion carried.*

Motion: Member Watt made a motion, seconded by Chairperson Melnyk, to approve the November 15, 2005, minutes, as amended.

Vote: Watt – yes; Melnyk – yes; Latshaw – yes. *Motion carried.*

ADJOURNMENT:

There being no further business, Chairperson Melnyk adjourned the meeting at 10:00.

Linda Habeeb, Recording Secretary