

Village of Pittsford
Architectural and Preservation Review Board
Special Meeting: Monday October 7, 2013 at 4:30 PM

PRESENT:

Chairperson:	Remegia Mitchell
Members:	Meg Rubiano
	George Wallace
	Jill Crooker
	Joe Maxey
Attorney:	Jeff Turner (absent)
Building Inspector:	John Limbeck
Planning Consultant	John Steinmetz
Fire Marshal	Kelly Cline

Chairperson Mitchell called the meeting to order at 5:00 pm.

Kelly Cline reported that the Fire Department is purchasing a new truck that requires a wider ingress lane into the site from 75 Monroe Ave. She presented other site considerations and requirements, including: location of hydrant near the restaurant and the need for a clear area of 10' around hydrants, road width to allow for second fire vehicle to pass, total occupancy of clubhouse must be added to the plans, mature size of trees must be shown on the plans, and water pressures need to be specified. Fire Marshall Cline stated that pencil trees (narrow width) are preferred in areas along the buildings where emergency access may be necessary; these should be offset between windows.

Board members discussed site plan issues, including: landscaping, sidewalks, pedestrian access to canal walkway, parking near entrance, storm water drainage, visibility of the parking lot and pool, and the need for perspective drawings to assist the board in envisioning some elements.

Motion: Chairperson Mitchell made a motion, seconded by Member Rubiano, to approve the Steinmetz Planning Group proposal for professional planning services, as stated in the scope of services document submitted.

Member Wallace questioned the price and the maximum amount. There was a brief discussion about duplication of services and invoicing procedures.

Vote: Rubiano – yes; Mitchell – yes; Crooker – yes; Maxey – yes; Wallace - yes. **Motion carried.**

Motion: Chairperson Mitchell made a motion, seconded by Member Crooker, to approve the SRF Associates proposal for professional services, as stated in the scope of services document submitted.

Vote: Rubiano – yes; Mitchell – yes; Crooker – yes; Maxey – yes; Wallace - yes. ***Motion carried.***

Motion: Chairperson Mitchell made a motion, seconded by Member Wallace, to approve Scott Harter’s proposal for professional engineering services, as stated in the scope of services document submitted.

Vote: Rubiano – yes; Mitchell – yes; Crooker – yes; Maxey – yes; Wallace - yes. ***Motion carried.***

Adjournment: Chairperson Mitchell adjourned the meeting at 6:45 pm.