

HISTORIC PRESERVATION COMMISSION

OFFICIAL MINUTES

June 23, 2021

6:00 pm

Council Board Room

One Batavia City Centre, Batavia NY

Members present: *Connie Boyd, Sharon Burkel, Ryan Duffy, Caroline Hosek*

Members absent: Alexis Green

Others present: Meg Chilano – Recording Secretary, Ron Panek - Code Enforcement Officer

I. Roll Call

Roll call of the members was conducted. Four members were present.

II. Call to order

Chair Sharon Burkel called the meeting to order at 5:05 p.m.

III. Previous Meeting Minutes

There were two corrections to the minutes. The minutes were approved as corrected by unanimous consent.

RESULT: Approval of May 26, 2021 meeting minutes.

IV. Proposals

Remove the existing basement windows and frames. Install treated framing with a 4" x 6" header to carry the weight. Install new white or tan Vinylmax sliding windows with Low-E insulated glass and horizontal grids to match the original sashes

Address: 300 (300-302) East Main Street

Applicant: Bruce Smith (Bruce Smith Custom Carpentry)

Actions:

1. Remove the application from the table
2. Public hearing and discussion
3. Action by the board

1. Remove Application from Table

MOTION: Ms. Boyd moved to remove the application from the table. The motion was seconded by Ms. Hosek, and all voted in favor.

RESULT: Application removed from table.

2. Public Hearing

Ms. Burkel opened the public hearing at 5:05 p.m.

Mr. Smith was available to speak about the project. He pointed out that the “coal chute” was originally a window. Ms. Burkel thought that the window was not sufficient to cover the opening, but Mr. Smith explained that the window is nearly as large as the opening.

Ms. Burkel expressed concern about the visibility of the replacement stone. Mr. Smith assured the board that all of the new cinder block would be below grade and everything will look as though it has always been there.

Ms. Burkel wondered if it would be possible for the color of the new windows to be gray, but Mr. Smith said that the only choices were white and tan, and observed that white would be consistent with the other windows.

He added that treated wood does not take paint well so the frames will be covered with aluminum that will match what is already in place.

There was no one present who wished to speak, and no calls or email have been received concerning the project.

Ms. Burkel closed the public hearing at 5:14 p.m.

3. Action by the Board

MOTION: Mr. Duffy moved to approve the project. The motion was seconded by Ms. Boyd, and all voted in favor.

RESULT: Approval of application.

V. Communication Sent / Received: letter to Henry Emmans

Ms. Burkel noted that the City of Batavia had sent Mr. Emmans a letter thanking him for his years of service as a member of the HPC.

VI. New Business

A. Sign Destruction and Replacement

Ms. Burkel told the board that historic designation sign on Ross Street had been vandalized. The pole is intact, but the sign itself is destroyed.

Ms. Burkel asked about the state of the HPC budget, and Ms. Chilano reported that there is approximately \$99 in the Office Supply budget, and approximately \$203 in the Publicity and Printing budget.

Ms. Chilano related that the Director of Public Works, Mr. Tourt, had contacted the sign maker, Steve Leaton, for an estimate of the cost to replace the sign.

B. Completed Applications and Tabling Projects

The board engaged in a discussion concerning how to determine when an application is considered complete. Ms. Burkel wanted the applicant to be present at the meeting when

the proposal is on the agenda. Mr. Panek explained that there is no information in the BMC that would allow the board to require the applicant's attendance at the meeting.

He further indicated that there is nothing in the code that allows a path to table an application. The only decisions allowed to be rendered according to code are disapproval, approval, or approval with modifications.

It was determined that a greater effort would be made to gather the materials necessary to support and complete an application prior to presenting it to the HPC.

VII. Adjournment

Mr. Duffy moved to adjourn the meeting at 5:43 p.m., and Ms. Boyd seconded the motion. All voted in favor.



Meg Chilano
Recording Secretary