

Village of Brockport  
Historic Preservation Board Meeting  
April 20, 2017  
Minutes

Call to order: 7:00 pm

Members present: Kevin McCarthy, William Andrews, Jason Dauenhauer, Christine McCabe, Tiffany Rawlings; Adam Rich

Guests: James Finelli (SHPO), Craig and Elaine Holt (Homeowners, 85 State St.)

Members excused: Pam Ketchum, Lynda Vandenberg, Allan MacPherson

Approval of minutes: March 23, 2017

**Old business:**

Adam Rich will be joining our group—welcome to our newest board member

Jason updated the board on the tour of 6 homes; Kevin secured the Stoneyard Brewing and Mahan's Liquor for the post-tour wine tasting, Chris suggested the need for signage and Kevin will explore pricing for a total of 8 signs to be posted on house tour yards the day of the tour (June 11<sup>th</sup>). Kevin to provide Bill Andrews an estimate for costs and Bill will propose this to the Village Board for payment.

Still need to look into getting more local homes designated as local landmarks. Jason to contact Brandon St. John (homeowner on Holley St) and Barb Gifford (24 Monroe); Kevin to contact Marcy Stickles (homeowner on Erie Street). Jason to talk to Jimmy Z about various properties on College St for local designations, Bill Andrews to follow up with other home owners.

**New Business:**

Homeowners from 85 State Street (Craig and Elaine Holt) presented the board with a request to remove a non-functional chimney—capping it at the roofline and covering it over. HPB will send the homeowners a letter approving their request.

James Finelli described challenges with the Clint Brown (CBA) west side Village survey in that selected streets were surveyed rather than the entire west side as originally planned. SHPO not satisfied with the quality of the work provided by Clint Brown (much copying/pasting from previous surveys). James and other SHPO staff conducted a windshield survey of the west side to provide recommendations not provided by the Clint Brown survey. Overall, King St. and west of Utica street did not have enough integrity to be included as a historically designated district. SHPO recommends a small canal-district (10 buildings), and from Holley Street to Centennial. This southward expansion represents historic development as the village expanded and houses have good integrity (mid-19<sup>th</sup> to early 20<sup>th</sup> century). SHPO recommends requesting from Clint Brown: 1) a narrative description of each district and 2) statement of significance for both proposed districts and will serve as basis for national historic designation. Would need a 'building list' about the structures in the district (few sentences for each structure—a type of inventory. National registry designation requires great detail and building list helps—this would not be provided by Clint Brown; need to describe the district as an entire body rather than individual homes—a single 'story' is needed from 'contributing' buildings.

Board agreed to provide Clint Brown with a letter requesting the information noted above; draft letter will be sent to James Finelli for review by April 29, 2017. James will inform the Board about dates/deadlines that are reasonable for CBA to provide requested information. Bill will draft the letter.

Reviewed results from Clint Brown study; identified a number of homes on King St., Clinton, and College Street with historical significance.

Board members who attended the CLG/historic preservation training in Pittsford April 6<sup>th</sup> gave much praise for the information presented and shared. One pearl of wisdom was the fact that state/national designations do not mean that properties are protected (put on an honorable list and eligible for tax credits)—local designation is key for preservation.

Jason spoke with Fred Webster about College St. properties and various types of designation, but he was not interested at this time.

SHPO audit suggested concerns about policy/procedure in reviewing currently designated properties—Certificate of Appropriateness (C of A). Need to create separate application procedure to review for C of A when homeowners propose making changes to homes. Regardless of whether or not a building permit is needed or not, if a change to a designated property (material change to the exterior) is proposed, an application is required. Board needs to provide a letter to the homeowner regarding what board approved. Letter must be received *before* work can begin. James to provide the board with suggestions for updating the laws with guide the HPB—current laws are from the early 1990s. Updated laws provide much more detail/context that can assist the board.

**Adjourn:** 8:30 pm - Motion by Bill Andrews, second by, Kevin McCarthy unanimously carried.

**Next meeting date:** Thursday, 5/18/17 7:00pm