

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

Call to order: 7:00 pm

Members present: Adam Rich, Bill Andrews, Allan Macpherson, Jason Dauenhauer, Kevin McCarthy, Mike Chuchla (guest)

Guests: Mike Churla (Village resident/Son-in-law of Kevin McCarthy)

Members excused: Pam Ketchum, Lynda Vandenberg, Christine McCabe, Tiffany Rawlings

Approval of minutes: May 18, 2017; Motion by Kevin M., Bill Andrews second, all in favor.

**Old business:**

Discussed Bill Andrews' proposal/form for HPB's Certificate of Appropriateness. Bill Andrews made a motion to accept the form, second by Kevin McCarthy, all in favor. Bill Andrews made motion to refer the certificate/form to the code review committee to consider this revision of the local historic preservation law. Second by Jason Dauenhauer, all in favor.

**New Business:**

Reviewed online survey results sent to participants of the June 11<sup>th</sup> Housewalk. Online survey results (attached) were very positive. Suggestions include potentially starting two tours per house once one gets started and moving through the house; increase price to \$20/ticket, potentially add more homes and more time for the tour. Consider lack of parking on south Main Street for future homes. Bill Andrews motioned to have a tour for June 2018, Kevin McCarthy seconded the motion, all in favor.

Members discussed Dave Miller's request for samples/guidelines for signage within historic districts—commercial and residential. Jason Dauenhauer did some research and provided handouts/relevant codes from several NYS town/village historic preservation boards including Pittsford, Skaneateles, and Salt Lake City, UT. Codes/recommendations from each of the locations included general guidelines, but not specific colors or fonts for signage. Codes in these municipalities emphasize review from historic boards to ensure signage is conducive with the historic structure. Given the variability in sign types (window, external, neon, hanging, etc.) and variety of architecture styles, a limited template of fonts and colors may not be appropriate. Jason Dauenhauer suggested the board review these guidelines and consider adopting changes in our local code/review process so that HPB has an opportunity to review future sign changes and make recommendations. Bill Andrews expressed concern that if historic preservation becomes overly complex and delays approval for signage, it may detract from the goals of the board. He recommended a set of fonts/colors be adopted and shared with the code enforcement office.

Members will review the handouts/content in greater detail and discuss next steps at the next meeting. Kevin will contact Dave Miller's office to provide an update on the Board's discussion.

**Adjourn:** 8:00 pm - Motion by Adam Rich, second by Kevin McCarthy unanimously carried.

**Next meeting date:** Thursday, 8/17/17 7:00pm