

Village of Brockport
Historic Preservation Board Meeting
August 16, 2017
Minutes

Call to order: 4:40 pm

Members present: Bill Andrews, Christine McCabe, Jason Dauenhauer, Kevin McCarthy, Tiffany Rawlings, Mike Chuchla (guest)

Members excused: Adam Rich, Pam Ketchum, Lynda Vandenberg, Allan Macpherson

Approval of minutes: July 20, 2017; Motion by Bill Andrews second, by Tiffany Rawlings, all in favor.

Pre meeting discussion with Katie Brown and Dave Miller from the code enforcement office regarding challenges with signs. As the requests for new/replacement signs are reviewed by code enforcement, the following challenges were described: 1. Current historic color swatches and typefaces don't align with software programs/matching from sign design companies; 2. There is limited/no sign maintenance code resulting in many village signs in the historic commercial district in need of refreshing/repair; 3. There are many existing signs that do not conform to historic district colors/typefaces, but existing code is limited. Conclusion: Code enforcement requested suggestions from HPB on sample codes from other municipalities regarding signage, nonconforming signs, and sign maintenance. Henceforth, code enforcement would like assistance from HPB to review sign applications and modifications to structures in the historic commercial district.

Old business:

Following pre-board meeting with Code Enforcement, members are in support of providing examples of sign-related codes that relate to sign standards in historic districts, sign maintenance, and enforcement of non-conforming signs. Board is supportive of formally reviewing future sign applications and modifications to external structures in the historic commercial district.

New Business:

Reviewed application for the replacement of brick stairs at 40 College Street. New material will be stamped concrete to resemble limestone foundation and refinishing of cast iron railings. Bill Andrews made a motion to approve, Christine McCabe second, all in favor. New application form needs to include: date submitted, date approved, and be attached to the minutes; a new file for C of As needs to be created at Village Hall for record keeping/future audits. Also need record keeping system for HPB review of signage in historic districts and external modifications that come through code enforcement.

Discussed board taking greater responsibility for approaching home owners who live in locally designated homes to ensure integrity of the architectural character of the home. Local designation also needs to expand. Board decided to create promotional materials describing the benefits/process for applying for local designation—Kevin to reach out to board members to assist with creating materials.

Bill Andrews shared copy of a letter from US Department of Interior regarding preservation

Board held elections: Motion to keep existing officers: Kevin McCarthy (chair), Jason Dauenhauer (secretary). Christine McCabe made a motion; second by Tiffany Rawlings; all in favor.

Kevin discussed idea for preserving homes in Brockport by purchasing properties and selling as single-family homes.

Christine described how she was approached by Pat O'Brien from Nativity about meeting with HPB for historical guidance related to the construction of the new parish center.

Adjourn: 5:20 pm - Motion by Bill Andrews, second by, Kevin McCarthy unanimously carried.

Next meeting date: Thursday, 9/21/17 7:00pm