The regular meeting of the Historic Preservation and Architectural Review Board (HPARB) of the Village of Cooperstown was held in the Village Office Building, 22 Main Street, Cooperstown, New York on Tuesday, November 8, 2016. Members in attendance were Chair – Liz Callahan, Brian Alexander, David Sanford, Roger MacMillan and Mark Mershon. Zoning Enforcement Officer Jane Gentile was also in attendance. Ten members of the public were present.

Ms. Callahan called the meeting to order at 5:00 PM.

**Regular Agenda**

**41 Walnut Street (Susan Snell for Carolyn & Phil Lewis)** – proposed back and side addition to house (no ZBA review needed)

Architect Susan Snell and homeowner Carolyn Lewis were present to discuss the proposed back and north side addition to the house.

Mr. Sanford asked why the plan included a bump-out on driveway side. Ms. Snell explained that it was to accommodate the space needed for the planned kitchen renovations.

Ms. Callahan asked for a clarification of the proposed exterior doors. Ms. Snell noted that the doors to be used were listed on the exterior elevations.

Dr. MacMillan made a motion to adopt the following resolution for a Certificate of Appropriateness:

*Action by the Village of Cooperstown, Historic Preservation and Architectural Review Board*

*Resolution date: November 8, 2016*

*A resolution to approve the proposed back and side addition to the house at 41 Walnut Street, Cooperstown, NY*

*WHEREAS the Historic Preservation and Architectural Review Board has made the following findings of fact concerning the proposed application:*

* *A public hearing is not required;*
* *The requirements of SEQRA have been met for this action;*
* *The structure is listed as contributing in the Glimmerglass Historic District Nomination Form;*
* *The proposed work meets the criteria under Section 300-26.E. (2)(b), (2)(c), (3)(a), (3)(b), (3)(c), and (5);*

*Section 300-26 of the Zoning Law having been met with regards to the proposed work at 41 Walnut Street;*

*NOW THEREFORE BE IT RESOLVED, that we, the duly appointed members of the Historic Preservation and Architectural Review Board of the Village of Cooperstown do this 8th day of November, 2016, determine that the work at 41 Walnut Street, Cooperstown, NY meets the criteria for work within the Historic and Architectural Control Overlay District as set forth in the Zoning Law of the Village of Cooperstown.*

Mr. Alexander seconded the motion and a vote on the motion had the following results:

AYES: Callahan, Alexander, Sanford, MacMillan, Mershon Motion carried.

The board determined this action to be a minor alteration for reporting purposes.

**CVS (Mary Ann Wervey, Zaremba Group and Anthony Germanese, NORR)** – review of revised elevation drawings and review of materials board and samples

Anthony Germanese presented revised drawings showing gables of the same height and moving the mechanicals to the south elevation. He reviewed a materials board and shared samples of some of the proposed exterior materials including fiberboard siding, roof shingles and windows.

Liz Callahan asked Anthony to provide samples of the aluminum painted windows with divided lights (not grates between the glass). She also asked for samples of the proposed PVC column wrap, brackets, and the cornice material. She also asked Norr to provide more details on lighting and other materials, including doors, drive-thru elements, and screening.

**78 Fair Street (Karen Graham and Solvay Glass Representative) –** proposed replacement of non-original windows with new windows (eleven total-ten double hung and one picture window) (no ZBA review needed)

There was no one present to represent this application and there was no discussion.

**91 Beaver Street (Simple Integrity for Jack LaBudde)** – proposed repair of front porch, removal and/or replacement of various doors and windows around house perimeter (no ZBA review needed)

Contractor Josh Edmonds **(**Simple Integrity) represented owner. He explained the proposed repair of the front porch and the removal and replacement of doors and windows on the side and rear of the house. Porch decking, columns and railings will be replaced, as needed, in-kind with wood. Proposed PVC replacement materials include fascia and ground level trim and square lattice skirting below decking. Windows on first floor rear will be replaced with Marvin integrity (one-over-one). Sliding door on side addition will be removed. Rubberized roof will be installed on addition and porch.

Mr. Sanford made a motion to adopt the following resolution for a Certificate of Appropriateness:

*Action by the Village of Cooperstown, Historic Preservation and Architectural Review Board*

*Resolution date: November 8, 2016*

*A resolution to approve the proposed repair of front porch and removal and/or replacement of various doors and windows around house perimeter at 91 Beaver Street, Cooperstown, NY*

*WHEREAS the Historic Preservation and Architectural Review Board has made the following findings of fact concerning the proposed application:*

* *A public hearing is not required;*
* *The requirements of SEQRA have been met for this action;*
* *The structure is listed as contributing in the Glimmerglass Historic District Nomination Form;*
* *The proposed work meets the criteria under Section 300-26.E. (2)(b), (2)(c), (3)(a), (3)(b), (3)(c), and (5);*

*Section 300-26 of the Zoning Law having been met with regards to the proposed work at 91 Beaver Street;*

*NOW THEREFORE BE IT RESOLVED, that we, the duly appointed members of the Historic Preservation and Architectural Review Board of the Village of Cooperstown do this 8th day of November, 2016, determine that the work at 91 Beaver Street, Cooperstown, NY meets the criteria for work within the Historic and Architectural Control Overlay District as set forth in the Zoning Law of the Village of Cooperstown.*

Mr. Mershon seconded the motion and a vote on the motion had the following results:

AYES: Callahan, Alexander, Sanford, MacMillan, Mershon Motion carried.

The board determined this action to be a minor alteration for reporting purposes.

**Other Business** - Board members and ZEO Jane Gentile reviewed some areas of the law where more clarity is needed including driveways (where is site coverage addressed?), patios, decks, play structures, and storage buildings. The Board will review the window sheet and guidelines developed shortly after HPARB was formed.

**Minutes** – Mr. Sanford made a motion to approve the minutes of the October 11, 2016 meeting as submitted. Dr. MacMillan seconded the motion and a vote had the following results:

AYES: Callahan, Alexander, Sanford, MacMillan, Mershon Motion carried.

Respectfully submitted,

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Teri L. Barown, RMC
Village Administrator