

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, March 8, 2016. Members in attendance were Chair – Teresa Drerup, Liz Callahan, Roger MacMillan and David Sanford. Member Brian Alexander was absent. Also in attendance was acting ZEO – Albert Keck and Deputy Village Clerk – Jennifer Truax. Eight members of the public were present.

Ms. Drerup called the meeting to order at 4:30 PM.

Public Hearings

76 Fair Street (Altonview Architects for Scott & Jennifer Schwartz) – proposed partial demolition of existing residential structure and new addition

Ms. Drerup recused herself at 4:30 PM.

Dr. MacMillan reviewed the application for the partial demolition of the existing residential structure at 76 Fair Street and opened the public hearing at 4:31 PM. He asked if there was any public comment.

There was no public comment at this time.

Dr. MacMillan stated that he will leave the public hearing open while additional business is handled.

10 Beech Street (Sheila Hall) – proposed demolition of existing structure

Dr. MacMillan reviewed the application for the demolition of the existing structure at 10 Beech Street and opened the public hearing at 4:32 PM. He asked if there was any public comment.

There was no public comment at this time.

Dr. MacMillan stated that he will leave the public hearing open while additional business is handled.

Regular Agenda

10 Eagle Street (Charles Hill) – Proposed railing for existing front steps

Ms. Drerup returned to the board at 4:33 PM.

Mr. Hill provided the board with a memo regarding the details of the proposed railing. He stated that the primary purpose of the railing is to increase safety for himself, his wife and their visitors. He explained that no other approvals are required. He reviewed the other stair railings on Eagle Street and explained what materials would be used and how the railing would be secured to the existing structure without drilling into the limestone.

Ms. Callahan 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: March 8, 2016

Dr. MacMillan asked if there was any public comment regarding the partial demolition at 76 Fair Street.

There was no public comment and Dr. MacMillan closed the public hearing at 4:47 PM.

Dr. MacMillan reviewed the application for partial demolition and stated that four letters of support of the project had been received. He stated that SEQRA is not required for a partial demolition and therefore was not required for this project.

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: March 8, 2016

A resolution to approve the proposed partial demolition at 76 Fair Street, Cooperstown, NY

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

- *The public hearing was legally advertised and held on March 8, 2016;*
- *There was no verbal public comment either adverse or positive regarding the proposed demolition;*
- *Four letters of support were received prior to the public hearing;*
- *The requirements of SEQRA were met;*
- *The structure is listed as contributing in the Glimmerglass Historic District Nomination Form;*

Section 300-26 of the Zoning Law having been met with regards to the proposed partial demolition at 76 Fair 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 March 2016, determine that the proposed partial demolition at 76 Fair 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.

Ms. Callahan seconded the motion and the following discussion was held.

Ms. Callahan stated that she feels that the motion should clarify that the main section of the structure, closest to the road will be retained as indicated in the plans.

Dr. MacMillan amended his motion to read: 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: March 8, 2016

A resolution to approve the proposed partial demolition at 76 Fair Street, Cooperstown, NY

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

- *The public hearing was legally advertised and held on March 8, 2016;*
- *There was no verbal public comment either adverse or positive regarding the proposed demolition;*

- *Four letters of support were received prior to the public hearing;*
- *The requirements of SEQRA were met;*
- *The structure is listed as contributing in the Glimmerglass Historic District Nomination Form;*
- *The main historically significant portion of the structure, closest to the street, will be retained as indicated in the plans;*

Section 300-26 of the Zoning Law having been met with regards to the proposed partial demolition at 76 Fair 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 March 2016, determine that the proposed partial demolition at 76 Fair 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.

Ms. Callahan seconded the motion and a vote had the following results:

AYES: Callahan, MacMillan, Sanford

Motion carried.

Dr. MacMillan reviewed the plans for the addition to the remaining structure at 76 Fair Street.

Ms. Callahan asked Ms. Drerup if the plans as submitted are conceptual or final.

Ms. Drerup stated that the plans are as final as most applicants submit to HPARB. She further stated that more detailed plans will be prepared for review and approval by Otsego County Codes and that she can provide a copy of those plans to the ZEO when complete if the board desires.

Ms. Callahan stated that she feels complete plans should be submitted for the record.

Dr. MacMillan stated that the plans as submitted are adequate and provide details on design as well as a complete materials list.

Ms. Drerup stated that she would submit a copy of the final plans as approved by County Codes once they are complete.

Ms. Callahan 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: March 8, 2016

A resolution to approve the proposed new addition to 76 Fair 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 for the proposed addition but one was held for the partial demolition and four letters of support were received for the overall project;*
- *The requirements of SEQRA have been met for this action;*
- *The structure is listed as contributing in the Glimmerglass Historic District Nomination Form;*
- *Plans have been submitted by an architect for the complete project;*
- *The main historically significant portion of the structure, closest to the street, will be retained and the proposed addition will replace the portion to be demolished as indicated in the plans;*
- *The proposed new structure will be differentiated from the old and is in keeping with the character of the neighborhood;*

- *The proposed work meets the criteria under Section 300-26.E. (2)(a), (2)(b), (2)(c), (3)(a), (3)(c), (3)(d), (4)(i) and (5).*

Section 300-26 of the Zoning Law having been met with regards to the proposed addition at 76 Fair 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 March 2016, determine that the work at 76 Fair 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. Sanford seconded the motion and a vote had the following results:

AYES: Callahan, MacMillan, Sanford

Motion carried.

Dr. MacMillan commended the Schwartz family on the approved work stating that the retention of the main structure with the proposed addition truly meets the law under section 300-26.E(4)(i) which states; *“New additions, exterior alterations or related new construction should not destroy historic materials, features and spatial relationships that characterize a building, structure or property. The new work shall be differentiated from old and shall be compatible with the size, scale, materials, features, proportion, massing and character of the property and neighborhood. Such new additions, exterior alterations or related new construction should also protect the integrity of the property and its environment.”*

The board determined that the actions on this property include demolition and major alteration for reporting purposes.

Continuation of the public hearing for 10 Beech Street (Sheila Hall) – proposed demolition of existing structure

Ms. Drerup returned to the board at 4:59 PM. She asked if there was any further public comment.

There was no public comment and the public hearing was closed at 5:00 PM.

8 Beech Street (Sheila Hall) – follow up on work approved in June 2015

Ms. Drerup stated that she would like to wait for Mr. Keck to return before moving forward with the application. She stated that she does have a concern regarding work performed at Ms. Hall's property located at 8 Beech Street. She explained that the board is required to complete a report annually as part of their accreditation and while compiling data for the report she noticed that the minutes of the June 2015 meeting approved the work at 8 Beech Street provided that photos which documented what work was to be completed were submitted prior to the commencement of the work.

The board reviewed the minutes from the June 2015 meeting as well as documents in the file for 8 Beech Street relating to the work approved at that meeting.

Mr. Sanford stated that he remembers that no elevation drawings were submitted and that the board had agreed that the contractor could submit photos of the residence which indicated exactly what work was going to be completed.

Ms. Drerup asked Ms. Hall if she would submit current photos of the residence which clearly indicate what work was completed in order to complete the records for 8 Beech Street.

Ms. Hall agreed to provide photos to complete the record as requested by the board.

Continuation of 10 Beech Street (Sheila Hall) – proposed demolition of existing structure

Ms. Drerup reviewed the application for the demolition of the existing structure at 10 Beech Street. She noted that a copy of the Village assessment record indicates that the structure is uninhabitable.

Mr. Keck stated that the assessment has indicated uninhabitable for several years. He further stated that he went back to assessment records from 1965 and they indicated at that time that the structure was “old”. He stated that although the Glimmerglass Historic District Nomination Form indicates that the structure is circa 1930s assessment records seem to indicate it was probably closer to 1900.

Ms. Hall stated that she found a public record which also seemed to indicate that the structure was built around 1900. She stated she is not sure exactly where the record was but believes it may have been in the Town of Otsego’s records.

The board concurred that it seems that 1900 is a more appropriate date for this structure. They further pointed out that the structure is in a state of serious disrepair.

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: March 8, 2016

A resolution to approve the proposed demolition at 10 Beech Street, Cooperstown, NY

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

- *The public hearing was legally advertised and held on March 8, 2016;*
- *There was no public comment either adverse or positive regarding the proposed demolition;*
- *The requirements of SEQRA were met and a negative declaration was prepared;*
- *The structure is listed as contributing in the Glimmerglass Historic District Nomination Form but the board has questions as to the accuracy of the information regarding this structure;*
- *Assessment records provided list the structure as uninhabitable;*

Section 300-26 of the Zoning Law having been met with regards to the proposed demolition of structure at 10 Beech 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 March 2016, determine that the proposed demolition at 10 Beech 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.

Dr. MacMillan seconded the motion and the following discussion was held.

Ms. Drerup stated that although the structure is listed as contributing in the Glimmerglass Historic District Nomination Form there have been substantial changes on Beech Street. She explained that these changes have created a situation where this structure has no characteristics which contribute to the neighborhood.

Ms. Callahan pointed out that the structure is also beyond repair.

A vote had the following results:

AYES: Callahan, Drerup, MacMillan Sanford

Motion carried.

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

11 Cooper Lane (John Sansevere) – proposed 6' fence and installation of solar panels

Ms. Drerup explained that Mr. Keck had inadvertently placed these items on the Planning Board agenda for March not realizing that they would be handled by HPARB. She continued to review the application with the board.

Dr. MacMillan stated that the application is not complete and cannot be acted on without further information and documentation.

The board reviewed the information provide and asked Mr. Keck to follow up with Mr. Sansevere and ask that he provide a site plan which indicates the exact location of the proposed fence, the details as to the exact style of proposed fencing, the exact location at which the solar panels will be installed, and the design details of the proposed panels including how they will be installed.

Ms. Drerup pointed out that the structures on the property may not face the correct direction for flat solar panels so exact details on style and installation will be necessary. She also indicated that depending on the location of the fence either a variance from the ZBA or acquiescence from the neighbors may be required.

Other Business:

Ms. Drerup stated that while completing the annual report she also found that 25 Lakeview Drive South's file has not been completed. She explained that the minutes and motion from May 2015 reflect that additional information was necessary. She stated that some type of mechanism should be put in place for follow up by the ZEO on items requiring attention after a meeting as well as follow up at the two year mark to make sure that the permit has been executed or determine if action is needed by the board.

The board discussed the need for timely and consistent follow through from the ZEO and ways to help facilitate these actions.

Regarding a discussion at last month's HPARB meeting, Ms. Drerup provided Mr. Keck with a copy of the page of citations she found in the law concerning public hearings. She stated that HPARB fels that the law needs to be changed to provide consistency among all of the boards for decisions following or with the need for a public hearing.

Mr. Keck agreed to bring up the issue with the Planning Board for their recommendations.

The board asked about access to the Updated Glimmerglass Historic Nomination Form as well as the complementary photos.

Ms. Truax stated that she would follow up on the location of these items and ensure a backup copy is available at the office as well as accessible via the web.

Minutes:

Ms. Drerup made a motion to approve the minutes of February 9, 2016 with a correction to the date in paragraph one to read February 9, 2016 not February 10, 2016. Mr. Sanford seconded the motion and a vote had the following results:

AYES: Callahan, Drerup, MacMillan, Sanford

Motion carried.

Meeting adjourned at 5:51 PM.

Respectfully submitted,

Jennifer Truax
Deputy Village Clerk