



**Landmark Preservation Board
Thursday, October 4, 2012**

Meeting Minutes

Common Council Chambers

CALL TO ORDER

Chairman Don Radke called the meeting to order at 8:30 a.m.

ROLL CALL

Members Present: Louise Birkhead, B. Haley, Dan Leary, Julia Marshall, Don Radke, Jeff Romano, Joe Saya

Excused: Tim Bonaparte, Cynthia Carrington Carter

Staff: Kate Auwaerter

APPROVAL OF MINUTES

D. Leary made a motion to accept the minutes of September 6, 2012 as submitted, which was seconded by J. Romano. The minutes were approved unanimously as submitted. J. Marshall made a motion to accept the minutes of September 20, 2012 as submitted, which was seconded by D. Leary. The minutes were approved unanimously as submitted.

OLD BUSINESS

CA-12-17 114 Dorset Road. K. Auwaerter reported that she had communicated with the applicants. The applicants had considered installing new storm windows and had visited Beth Crawford's house to see how modern storm windows could be installed on French casement windows. However, the applicants noted that this solution would still require changing out the glass and screens with the change of seasons, which they are no longer able to manage on their own. In conclusion, the applicants have decided not to revise their application, but to ask for permission to install the Marvin aluminum clad casement windows as originally submitted. They plan to remove the original windows and store them in the attic with the original storms. D. Radke noted that the Secretary of the Interior's Standards state that historic fabric should be retained and that at the owner's own admission, the original French casements on the house are in "excellent" condition. B. Haley noted that the original windows are an important feature of this Ward Wellington Ward house and what is proposed is a substantial change to the house. J. Marshall noted that with the possible exception of the replacement of steel casement windows, the board had never approved a clad window in a residential setting. D. Leary moved to deny the application as submitted, which was seconded by B. Haley. The motion was approved unanimously.

CA-12-25 715 Rugby Road. K. Auwaerter reported that the applicants had provided additional information about their proposed retaining wall. Instead of the concrete block wall, they had decided to install a dry-laid stone wall with no cap. The wall will be the same dimensions as originally proposed and will have a curvilinear form. J. Marshall made a motion to approve the stone wall as revised upon the condition that the owners submit for staff review a sample of the stone and a revised site plan. B. Haley seconded the motion which was approved unanimously.

Sign Waiver: 208 E. Washington Street/Key Bank. Jamie Bracy (Kassis Supior Signs) presented revised designs which the board reviewed. The board agreed that the pared down design without the cornice was the preferred design. J. Bracy stated that the sign installers could not guarantee that they would anchor the sign only through the mortar joints, noting that to do so would be less secure than going through the stone. The board remained evenly split regarding the appropriateness of a corner sign. However, it agreed that

should the sign be installed it must be done in a way that minimizes damage to the stone and by no means should the brackets holding the sign touch the ornamental, fluted pilasters. J. Marshall recommended that the property owners see if there is any extra stone stockpiled in the building so that when the sign comes down the corner stones could be repaired. Also, the board recommended that the sign be raised so that the bottom of the sign is at the height of the sill of the second story windows.

NEW BUSINESS

CA-12-26 109 Hampshire Road: Dana Cartwright (owner) presented the application to replace the roof on the house. He noted that they had put the existing roof on the house 25 years ago and would replace the asphalt shingle with exactly the same shingle (manufacturer and color). He also said that he needed to install roof vents (not part of the application). D. Leary cautioned not to assume that the color of the new shingle will match the old and recommended that he get a sample from his roofer to verify the color. He also noted that the owner could get a vent cap that will match the color of the roof shingle. In addition, D. Cartwright presented plans for replacing three flat roofs on the house. The current material includes flat-seamed metal sheets and torch down over plywood. The replacement roofs will be a "TPO" roofing system. The board discussed the details of the roof replacements including proper installation of flashing. The board recommended that any of the face boards that had to be replaced be replaced in cedar rather than pine. D. Leary made a motion to approve the application as submitted including the roof vents, which was seconded by J. Romano. The motion was approved unanimously.

Project Site Review: 221-23 Herald Place. Dan Manning (JCM Architectural Associates) presented the application for the renovation of the property which is currently vacant. He noted that the ground floor would remain commercial occupancy and residential in the second and third floors. He went over the plans with the board in particular the plans to reinstate blocked over openings. He noted that the vinyl windows in the building were installed in the 1990s and were in good condition. The board agreed that their comment was supportive of the project as proposed. However, the board did note that should the windows be replaced in the future that the board would not recommend the use of vinyl.

Sign Waiver: 205-13 S. Salina Street. Jamie Bracy (Kassis Supior Signs) presented the application for a new sign for Metro Fitness on the South Salina Street side of the White Memorial Building. The board reviewed the information provided and recommended that the applicant meet the requirements of the Sign Ordinance; the proposed sign exceeded the maximum area allowed by 15 square feet. The board was particularly concerned that the sign, as proposed, would be installed over the stone column which would obscure an architecturally important element of the shopfront. The board recommended that a smaller sign with a smaller center medallion would fit above the shop windows and could be placed above the paired sets of windows to either side of the stone column.

DISCUSSION

Holy Trinity Church: Update. K. Auwaerter confirmed that on October 29, the Planning Commission would hear the appeal of the board's decision to deny a Certificate of Appropriateness for the removal of the stained glass windows at Holy Trinity Church. K. Auwaerter described briefly the arguments for the appeal presented in documentation submitted by St. John the Baptist.

Historic Preservation Component of the Comprehensive Plan. K. Auwaerter noted that the review period for the preservation plan was coming to a close and requested that the board submit their comments as soon as possible.

ADJOURN

J. Romano made a motion to adjourn, which was seconded by D. Leary. The meeting adjourned at 9:25 a.m.