



**Landmark Preservation Board
Thursday, January 3, 2013**

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: Cynthia Carrington Carter, Bob Haley, Dan Leary, Julia Marshall, Don Radke, Jeff Romano, Joe Saya

Excused: n/a

Staff: Kate Auwaerter

APPROVAL OF MINUTES

D. Leary made a motion to accept the minutes of December 6, 2012, which was seconded by J. Marshall. The minutes were approved unanimously with the following revision:

ROLL CALL

Members Present: Louise Birkhead, Cynthia Carrington Carter, *Bob Haley*, Dan Leary, Julia Marshall, Jeff Romano, Don Radke

OLD BUSINESS

No Old Business

NEW BUSINESS

Project Site Review (modification): 221-23 Herald Place. The board recommended approval of the proposed modification (retention of doorway on the north façade) only. However, the board noted that the revised drawings submitted (dated 12/14/12) did not match the drawings that the board reviewed and recommended for approval on October 4, 2012. Specifically, the windows on the first floor of the west façade of the building were a different size and design (muntin pattern) than originally proposed and the awnings had different dimensions as well. The board noted that if the elevations had been revised, these modifications must be resubmitted for formal review.

DISCUSSION

Resignations and search for new board members: D. Radke noted the resignations of both Louise Birkhead and Tim Bonaparte. J. Marshall made a motion to pass resolution thanking Ms. Birkhead and Mr. Bonaparte for their years of dedicated service to the Landmark Preservation Board. B. Haley seconded the motion, which was approved unanimously.

D. Radke reported that he and K. Auwaerter had interviewed three potential candidates for the open seats. K. Auwaerter described their qualifications and reported that she would submit their resumes and statements of interest to the Mayor for review and approval.

Goals for 2013. The board discussed the main goals of the coming year. K. Auwaerter reported that the Bureau of Planning & Sustainability had identified the revision of the Preservation Ordinance as a priority

for 2013. She noted that the LPB members would be invited to participate fully in this process. She also noted that the Rules of Procedure would also be part of the 2013 review and revision, as appropriate.

D. Radke commented that he would like to see additional educational opportunities for the board members. He also noted that the board must come to a resolution about how to address the use of modern substitute materials and its window replacement policy, highlighting the issue of the quality of the contemporary wood windows. J. Romano recommended writing a letter to property owners who had replaced their windows in the last 5 years or more asking how well the replacement windows or sash were performing.

J. Marshall noted that the public needs to be better educated about the LPB process and procedures as well as about the educational resources that are available to them to address their preservation projects.

In conversation regarding LPB denials over the past year, the board noted the need to work in concert with Code Enforcement and Corporation Counsel. K. Auwaerter commented on the need to set a firm deadline for LPB action so that cases would not be held open over an extended period of time.

ADJOURN

J. Romano made a motion to adjourn, which was seconded by C. Carter. The meeting adjourned at 9:20 a.m.