



## DESIGN REVIEW COMMISSION

### MINUTES (FINAL)

WEDNESDAY, MAY 25, 2022

6:00 P.M.

CITY COUNCIL ROOM

**CALL TO ORDER:** Tamie Ehinger, Chair, called the meeting to order at 6:01 P.M.

**PRESENT:** Tamie Ehinger, Chair; Rob DuBoff, Vice Chair; Chris Bennett; Ellen Sheehan; Jeff Gritsavage; Tad Roemer

**ABSENT:** Leslie DiCarlo

**STAFF:** Amanda Tucker, Senior Planner, City of Saratoga Springs

#### A. APPROVAL OF MEETING MINUTES:

Rob DuBoff, Vice Chair, made a motion to approve the April 13, 2022 DRC Meeting Minutes as submitted. Ellen Sheehan seconded the motion.

Tamie Ehinger, Chair, asked if there was any further discussion. None heard.

#### VOTE:

Tamie Ehinger, Chair; in favor; Rob DuBoff, Vice Chair, in favor; Chris Bennett, in favor; Ellen Sheehan, in favor; Tad Roemer, in favor; Jeff Gritsavage, in favor

**MOTION PASSES: 6-0**

#### B. POSSIBLE CONSENT AGENDA ITEMS:

**NOTE:** The intent of a consent agenda is to identify any application that appears to be "approvable" without need for further evaluation or discussion. If anyone wishes to further discuss any proposed consent agenda item, then that item would be pulled from the "consent agenda" and dealt with individually.

1. **#20220413 CARDONA'S MARKET FREESTANDING SIGN**, 222 Washington Street, Architectural Review of a freestanding sign replacement within the Transect-4 Urban Neighborhood District.
2. **#20220401 THE FUNDING STORE AWNING**, 380 Broadway, Historic Review of an awning replacement within the Transect-6 Urban Core District.
3. **#20220371 SARATOGA DEBUT SIGNAGE**, 11 Hampstead Place, Architectural Review of wall signs within the Transect-4 Urban Neighborhood District.

Tamie Ehinger, Chair, asked if there were any questions or comments from the Commission regarding these applications. None heard.

Tamie Ehinger, Chair, asked if anyone in the audience wished to comment on this consent agenda item. None heard.

Tamie Ehinger, Chair, made a motion in the matter of Cardona's Market Freestanding Sign, 222 Washington Street, The Funding Store Awning, 380 Broadway, Saratoga Debut Signage, 11 Hampstead Place, that these applications be approved as submitted. Rob DuBoff, Vice Chair seconded the motion.

Tamie Ehinger, Chair, asked if there was any further discussion. None heard.

**VOTE:**

Tamie Ehinger, Chair, in favor; Rob DuBoff, Vice Chair, in favor; Chris Bennett, in favor; Ellen Sheehan, in favor; Jeff Gritsavage, in favor; Tad Roemer, in favor

**MOTION PASSES: 6-0**

**C. DRC APPLICATIONS UNDER CONSIDERATION:**

1. **#20211195 RAY THIRD FLOOR ADDITION**, 30 Fifth Avenue, Historic Review of a third-floor addition to an existing single-family within the Urban Residential-1 (UR-1) District. 1

Tamie Ehinger, Chair stated the applicant has appeared before the Commission previously. The applicant's agent has provided the Commission with final drawings and looking for approval for the project at this time.

Applicant: Justin & Caroline Ray

Agent: Bob Flansburg, Dreamscapes Unlimited

Mr. Flansburg stated at the last appearance before the DRC concern was voiced regarding the size of the first-floor windows versus the second-floor windows. We have made the dormers significantly narrower, so they are no wider than the sum of the trim of the second-floor windows. We tied those overhangs together and added a crown since it exists on several aspects of the house. We were also able to reduce the overhangs as well.

Tamie Ehinger, Chair, stated this new design has come a long way. The changes made are very appropriate to the home and reflect historic district standards. The applicant has agreed to the use of natural materials.

Tamie Ehinger, Chair, asked if there were any questions or comments from the Commission. None heard.

Tamie Ehinger, Chair asked if anyone in the audience wished to comment on this application. None heard.

Jeff Gritsavage made a motion in the matter of the Ray Third Floor Addition, 30 Fifth Avenue, the DRC issues the following decision on May 25, 2022 – Approved with the following conditions – the trim work will be cedar. Rob DuBoff, Vice Chair, seconded the motion.

Tamie Ehinger, Chair, asked if there was any further discussion. None heard.

**VOTE:**

Tamie Ehinger, Chair, in favor; Rob DuBoff, Vice Chair, in favor; Chris Bennett, in favor; Ellen Sheehan, in favor; Jeff Gritsavage, in favor; Tad Roemer, in favor

**MOTION PASSES: 6-0**

2. **#20220346 15 FRANKLIN CARRIAGE HOUSE, EXTERIOR MODIFICATIONS**, 15 Franklin Street, Historic Review of exterior modifications including window and door replacement for an existing carriage house in the Urban Residential-3 District.

Applicant: Liz Israel; Bob Israel

Agent: Mr. Richard Nolan, Nolan Engineering

Ms. Israel provided a visual of the proposed carriage house at 15 Franklin Street. We are proposing to rehab and repurpose this structure into a two-bedroom apartment. Repair and replace all the brick and repair and replace the slate roof. Two windows we are hoping to save are numbered #5 & #6 on the second story of east & west elevations. Those we will be able to restore and keep. The other windows we are hoping to replace with two over two windows aluminum clad pine interior true divided light windows. These are the same windows which were used when we rehabbed the house, and the DRC did approve those. A visual of the carriage house as it currently stands was provided to the Commission. We will remove the current garage door and replace that with a wooden door we hope to construct which will resemble a carriage style garage door. A visual of what the applicant is hoping to create was also provided. Door examples were provided to the Commission in a simple two over two pattern to mimic the windows. Ms. Israel provided photographs of the current structure elevations noting corbels. We will replicate those and reinstall where the originals are missing. We are also proposing to do the same with the finials on the east and west gables. A photograph of where the main house meets the carriage house shows a walkway up against each other. We would like to use the bricks in this location for the bricks that are missing on the front façade, since the bricks are an odd configuration.

Ms. Israel stated they are adding an additional window to the second story in this area which will be an egress window. We are excited to save this carriage house and make it useful again.

Tamie Ehinger, Chair, stated how delighted that work is being put into this historic structure. Thank you for your investment here and we look forward to seeing the results. The Chair noted whenever we review renovations of this scope in a historic home is to ensure that the renovations you are making comply with the Secretary of the Interior Standards and the standards and guidelines for historic homes in the City of Saratoga Springs. That includes the use of materials, repair rather than replace. The two general areas we look at is preserving rather than removing. Distinguishing original features of a structure or site are essential to the historic quality and character of that site. Distinguishing original quality or character of a structure and/or its environment should be protected to the maximum extent possible. Destruction or alteration of any historic material or distinctive architectural feature should be avoided. Repair rather than replace. If replacement is necessary the replacement materials should match the original in both composition and design and color, all those visual qualities. The Chair is so happy to hear you are replacing the slate roof with a slate roof. In all the work you are proposing in terms of the use of a fiber cement product on the rear of the building typically when brick is removed, it is replaced with brick. The Chair feels it may not be an issue for her. Saving the windows that are salvageable is great. Before we could approve new windows, it would be helpful for the Commission to have more documentation on the state of the windows to ensure they are not repairable and need to be replaced.

Rob DuBoff, Vice Chair questioned if the applicant could speak about the driveway parking lot and whether a curb cut has been applied for.

Ms. Israel spoke regarding the preliminary drawings and noted they need to provide parking for one car. We need the size proposed so the car does not have to back out into Washington Street. We also do not plan to use asphalt but porous pavers.

Mr. Israel noted there is no parking on Washington Street.

Rob DuBoff, Vice Chair, questioned if the applicant has spoken to Patrick Cogan, Zoning Officer, Building Inspector regarding egress and what may be required. We had a workshop with him a few weeks ago regarding what he may or may not require and how the rules can be slightly bendable for historic properties. Before you assume what may be the case, it might be helpful and beneficial to have that conversation. He may not require some of the things you think are required. Use of porous pavers versus asphalt for the parking area is great. The windows you are retaining are great. Additional information would be helpful regarding the remaining windows. Some are in poor condition, could be repaired but it would be costly. Also, the applicant stated that bricks would be salvaged from the Washington Street elevation to repair the bricks missing on the front façade.

Mr. Israel stated materials from the windows which will be replaced will be used to help salvage the two windows we can save.

Mr. Nolan stated they are using the brick that fell off the Washington Elevation to repair the front façade. Two thirds of the front of the building, the entire front center section is away from the rotted framing. It will need to be taken down, reframed and then rebricked. The brick is on grade.

Rob DuBoff, Vice Chair, spoke about the south wall which the Chair and the Preservation Foundation spoke about it appears you will be reusing the brick where it is visible and cement board where it is not visible between the two structures. Lastly, the vinyl fence which was installed without authorization is not part of the application, but the Vice Chair felt compelled to note.

Discussion ensued among the Commission regarding the project, what the applicant is proposing, the materials proposed and the possible relocation of the meters.

Jeff Gritsavage questioned if there will be fencing around the parking area.

Ms. Israel stated no, the fencing will stop at the driveway entrance.

Chris Bennett stated this is a great project. He questioned if the applicant was adding fascia and soffits where the slate meets the roof. Controlling the water runoff would be helpful. Are the wood corners on the hips rotted off and will they be replaced which is a nice detail?

Mr. Nolan stated the plan is to extend the horizontal soffits and have the water drain. Mr. Nolan stated they will need to investigate others wood corners on the hips.

Rob DuBoff, Vice Chair, questioned where the venting would be located?

Mr. Nolan stated venting will be out the roof.

Tamie Ehinger, Chair, stated what she is hearing from the Commission is that everyone is excited about the project. There are small details the Commission needs before moving this forward. Documentation on the condition of the windows which are proposed to be replaced would be helpful for the Commission members.

Mr. Israel stated a window inventory was submitted as part of the application.

Rob DuBoff, Vice Chair, reiterated his suggestion to meet with Patrick Cogan, Zoning Officer/Building Inspector regarding the windows and if they meet code. There are exemptions for historic homes and these windows could be salvaged.

Tamie Ehinger, Chair, stated what the Commission still would need are very minor details and could be approved Administratively. We would require the documentation to indicate the pavers versus the asphalt, change in the location of the electric meter banks, the custom garage doors more detailed information in this regard concerning measurements and proposed lighting cut sheet, location of the bathroom exhaust vents and details on the retaining wall for the parking area.

Tamie Ehinger, Chair asked if anyone in the audience wished to comment on this application. None heard.

Rob DuBoff, Vice Chair made a motion in the matter of 15 Franklin Carriage House Exterior Modifications, 15 Franklin Street the DRC Commission issues the following decision on May 25, 2022 – Approved with the following conditions – The applicant will provide the following for administrative approval - final details on the carriage house faux door; Drawing indicating final details of the parking area with materials including the retaining wall; Final drawings to indicate the relocation of the electric meters, exhaust locations and exterior lighting; Cut sheets of exterior lighting to be submitted for the record. Ellen Sheehan seconded the motion.

Tamie Ehinger, Chair, asked if there was any further discussion. None heard.

**VOTE:**

Tamie Ehinger, Chair, in favor; Rob DuBoff, Vice Chair, in favor; Chris Bennett, in favor; Ellen Sheehan, in favor; Jeff Gritsavage, in favor; Tad Roemer, in favor

**MOTION PASSES: 6-0**

**3. #20220367 722 N. BROADWAY ROOFING MODIFICATIONS,** 722 North Broadway, Historic Review of Roof replacement and roof modifications within the Urban Residential-1 District.

Applicant: Klein & Brontoli

Mr. Klein stated they are proposing a roof replacement with slate and in doing so would like to add copper flashing, the installation of snow rails over certain areas of the roof and the installation of two finials. An example of the slate proposed for the roof replacement was provided to the Commission.

Tamie Ehinger, Chair, thanked the applicant for removing the asphalt and replacing it with slate. This is the appropriate material for this historic home. Copper flashing are wonderful. Snow guards make sense. The Chairs only concern was the addition of the finials. In the correspondence we received from the Preservation Foundation, and our historic standards and guidelines state the exterior of the home should remain as close to what appeared originally. As the Preservation Foundation noted the finials are historically appropriate as shown in the attached photographs.

Tamie Ehinger, Chair, asked the Commission what their opinions are concerning the size of the finials.

Rob DuBoff, Vice Chair, stated it is difficult to determine without a drawing of what they would look like. It looks properly sized from what he can tell and based on the other examples provided.

Mr. Klein stated the roofer, and the fabricator cannot give us dimensions for the finials until they get up to the top of the turrets and measure the cones. We will be happy to provide information to the Commission as we receive it.

Tamie Ehinger, Chair, asked if anyone in the audience wished to comment on this application. None heard.

Ellen Sheehan made a motion in the matter of the application of 722 North Broadway Roofing Modifications, 722 North Broadway the DRC issues the following decision on May 25, 2022, – Approve with the following conditions – The applicant will submit final details for the roof finials to be approved Administratively. Jeff Gritsavage seconded the motion.

Tamie Ehinger, Chair, asked if there was any further discussion. None heard.

**VOTE:**

Tamie Ehinger, Chair, in favor; Rob DuBoff, Vice Chair, in favor; Chris Bennett, in favor; Ellen Sheehan, in favor; Jeff Gritsavage, in favor; Tad Roemer, in favor

**MOTION PASSES: 6-0**

**4. #20220303 81 WEST DEMOLITION,** 81 West Avenue, Determination of architectural/historic significance and review of demolition of an existing commercial structure within the Transect-5 Neighborhood Center District.

Applicant: David Mohr

Mr. Mohr stated this is being driven by Code Enforcements inspection with the option of renovating the existing building or demolition. Renovation costs are too high and the return on investment is not there. We are left with the option of demolition at this point.

Tamie Ehinger, Chair, stated the Commission will review this proposal. First, we will determine if there is any Architectural or Historical Significance to the structure proposed for demolition. Based on that determination we will then move forward in one of two ways. If there is Architectural or Historical Significance the applicant will then need to return with additional documentation to allow the Commission to move forward with reviewing an application for demolition. If we determine there is no Architectural or Historical significance, we will then discuss demolition to ensure the Commission is comfortable.

Tamie Ehinger, Chair, stated this building has been in this location for quite some time. This building is nostalgic but does it have any Historical or Architectural significance. In reviewing this application, the Chair does not feel this structure has either Historic or Architectural Significance. She is comfortable with this structure being demolished.

It was the consensus of the Commission that the structure does not have Historic/Architectural significance.

Tamie Ehinger, Chair, asked if anyone in the audience who wishes to comment on the demolition of this structure. None heard.

Tamie Ehinger, Chair stated in the matter of the application of the 81 West Demolition, 81 West Avenue, the DRC has determined that the structure does not have Architectural and/or Historical significance contributing to the historic fabric and resources of the City of Saratoga Springs. Ellen Sheehan seconded the motion.

Tamie Ehinger, Chair asked if there was any further discussion. None heard.

**VOTE:**

Tamie Ehinger, Chair, in favor; Rob DuBoff, Vice Chair, in favor; Chris Bennett, in favor; Ellen Sheehan, in favor; Jeff Gritsavage, in favor; Tad Roemer, in favor

**MOTION PASSES: 6-0**

Tamie Ehinger, Chair, stated following the demolition of this structure the Chairs concern is the maintenance of this lot. What will be done to maintain this area in the interim?

Mr. Mohr stated he is putting the property up for sale for future development. They will maintain the asphalt and clean up the remainder of the lot while it is being marketed.

Tamie Ehinger, Chair, stated she would like to see the asphalt removed, and topsoil and seeded while it is being marketed. In demolishing something on a very prominent, active corner with a great deal of pedestrian traffic we would like it to look its best.

Rob DuBoff, Vice Chair, agrees with the Chair.

Jeff Gritsavage noted that the building is a landmark although not historic. That art form on the building was 70's and 80's style. Photographs should be taken and preserved.

Tamie Ehinger, Chair, stated the new owner could hang these photos in their new building.

Discussion ensued among the Commission regarding removal of the asphalt on the proposed vacant lot. The Commission felt the asphalt should be removed and seeded.

Tamie Ehinger, Chair, asked if anyone in the audience wishes to comment on this application. None heard.

Tamie Ehinger, Chair, stated the Commission will move onto completing the SEQRA review.

**SEQRA REVIEW:**

No large or important areas of concern were noted.

Tamie Ehinger, Chair, made a motion in the matter of the 81 West Demolition, 81 West Avenue, involving SEQRA Review. In accordance with 6NYCRR Part 617, the Design Review Commission classifies this request as a SEQRA Unlisted Action. The DRC reviewed the submitted Short EAF Part I and determined it is complete. We have reviewed Part II of the Short EAF and determined it is accurate. Based upon the information provided and the analysis conducted, including any supporting documentation, the DRC determined that the proposed action would not result in any significant adverse environmental impacts and has issued a SEQRA Negative Declaration. This SEQRA determination and approval is for demolition of the existing structure only. Applicant is required to undergo a SEQRA evaluation and review/approval for the post demolition construction of a replacement building. Rob DuBoff seconded the motion.

Tamie Ehinger, Chair, asked if there was any further discussion. None heard.

**VOTE:**

Tamie Ehinger, Chair, in favor; Rob DuBoff, Vice Chair, in favor; Chris Bennett, in favor; Ellen Sheehan, in favor; Jeff Gritsavage, in favor; Tad Roemer, in favor

**MOTION PASSES: 6-0**

Tamie Ehinger, Chair stated the final motion in terms of demolition. In the matter of the application of 81 West Avenue Demolition, 81 West Avenue, involving Architectural Review of the proposed demolition of an existing commercial structure within the Transect-5 Neighborhood Center District, and in accordance with the objectives, standards and guidelines contained in the City Zoning Ordinance Article 240-7.5 Architectural Review the DRC issues the following decision on May 25, 2022 – Approve the demolition with the following conditions – Asphalt to be removed; All excavations to be backfilled to the adjacent grade; the lot to be covered in topsoil, seeded and properly maintained from that point forward. Ellen Sheehan seconded the motion.

Tamie Ehinger, Chair, asked if there was any further discussion. None heard.

**VOTE:**

Tamie Ehinger, Chair, in favor; Rob DuBoff, Vice Chair, in favor; Chris Bennett, in favor; Ellen Sheehan, in favor; Jeff Gritsavage, opposed; Tad Roemer, in favor

**MOTION PASSES: 5-1**

Amanda Tucker, Senior Planner stated the applicant is free to apply for a demolition permit.

5. **#20220269 ESPEY MANUFACTURING DEMOLITION AND NEW STRUCTURE**, 223 Ballston Avenue, Determination of architectural/historic significance and possible review of demolition for an existing structure. Possible Architectural Review of a new structure within the Transect-5 Neighborhood Center District.

**NO REPRESENTATIVE PRESENT FOR THE APPLICATION – TABLED TO THE NEXT MEETING**

**COMMENTS FROM STAFF:**

Amanda Tucker, Senior Planner stated we were notified today that we were awarded a grant from the State Historic Preservation Office. It is a Certified Local Government Grant to conduct a four-part series for Board training and Community

Outreach. We will be bringing in speakers at various points, quarterly, working with the Preservation Foundation for the next year and a half.

**UPCOMING MEETINGS:**

Design Review Commission Caravan, Wednesday, June 1, 2022, at 5:00 P.M.  
Design Review Commission Meeting, Wednesday, June 8, 2022, at 6:00 P.M.

**MOTION TO ADJOURN:**

There being no further business to discuss Tamie Ehinger, Chairman adjourned the meeting at 7:20 P.M.

Respectfully submitted,

Diane M. Buzanowski  
Recording Secretary

Meeting minutes approved June 29, 2022

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