

***The City of Auburn
Historic Resources Review Board***
*c/o Office of Planning and Economic Development
Memorial City Hall - 24 South Street
Auburn, New York 13021
(315) 255-4115 Fax 253-0282*

Meeting Minutes
January 8, 2019 7:00pm
Council Chambers

Present: Linda Frank, Jackie Guntow, Jim Hutchinson(Active Chair), Ed Onori, Andy Roblee, Richard Stankus

Excused: Michael Deming (Chair)

Staff Present: Nate Garland, Assistant Corporation Counsel; Holly Glor, Office of Planning and Economic Development; Shelly Lowe, City Manager's Office

Meeting opened by Jim Hutchinson (Active Chair).

Approval of Meeting Minutes

Motion to accept the meeting minutes of November 13, 2018 made by Linda Frank, second by Ed Onori.

All in favor. None opposed. Motion carried.

Active Chair opens the public to be heard portion of the meeting. There being none, he moves onto agenda item #1.

Certificate(s) of Appropriateness

10 Elizabeth Street – Mr. Justin Woods

Justin Woods, owner of 10 Elizabeth Street – Explains that he didn't realize he needed a permit to replace the windows because he believed it was inside work that he already had a permit for. Says he updated the windows that were already vinyl windows. Architectural standpoint the double window was there and the window he put in was the same size. Moved window over so the shutters will fit.

Richard – Asks if there is a need for a permit?

Ed – Responded yes.

Justin – States he had a permit for inside work but didn't know he needed another permit for the outside work.

Richard – Asks did Codes know about the windows?

Justin – Responded no.

Richard – Asks, you didn't know you needed a permit?

Justin – Responded they are in-kind replacement windows, didn't know he needed a permit.

Jim – Asks about the windows in back of the house .

Justin – Explained he moved the right window over so there was enough room for shutters. In the back of the house put a wall between the windows to make 2 bedrooms on the inside. On page 2 the second floor mirrors the window on Page 3. 1st floor on page 3 there was a tiny bathroom but made it part of the kitchen and centered window over the sink.

Jim – Asks if he used the same trim?

Justin – Responded yes. On Page 4 the boarded up window is where the wall is so each bedroom has a window. Back addition is the laundry and bathroom. When the roof contractors went on the roof for the windows they found the roof to be bad and almost fell through it when the stop work order was issued.

Jim – Asks wasn't it a garage at one time?

Justin – Responded no.

Holly – Asks what are you planning on putting on the roof? Same roof type?

Justin – Responded yes.

Jackie – Asks on Page 3 about the hallway.

Justin – Responded the second floor hallway windows were blocked from wall relocations so he moved them and and put 2 windows in for balance.

Jim – Asks if the siding is being replaced with same siding?

Justin – Responded yes and he may replace siding in a few years.

Jim – Asks if the main roof will be replaced?

Justin – Responded not yet unless we find an issue.

Holly – Asks about the basement door replacement?

Justin – Responded he replaced bilco door and put swings there to code.

Jim – Mentions he has gone through this place a couple of time and commended Justin for taking the project on.

Justin – Responded he was sorry for not applying ahead of time but trying to be good neighbors.

Jim – States it looks great outside but inside there is a lot of expense but will be a great house when done.

Richard – Says when it is done it's not outrageous, but as a board are we going to sit back and say ok go ahead with permits when people will go at meeting and explain I didn't know and ask for forgiveness. Not what Justin is doing but rather accepts this behavior and look at next person and say fine. How do we solve this issue? What is the purpose of the board if we keep letting things go? We need to look at the rules, regulations and purposes.

Jackie – Says I agree and I have just been appointed and my concern is lack of the City reaching out to the general public on the Historic District and make people aware of what it is about. Let's start by getting information out like letters, signs and other information about the Historic District and where it is.

Ed – Says what do you need to do to be in Historic District.

Linda – Mentions putting it on the tax bill?

Justin – Asks should I have asked more?

Jim – Responded I thought a mailing was being sent out.

Linda – Mentions he has already bought the materials.

Justin- Responded he is welcome to feedback and thought he needed guidance on HVAC system but what about the A/C unit, where does he put it with the board's advice.

Jim – Responded no permit for it but the outside A/C unit you do.

Justin – Responded he planned to put them by the basement.

Jim and Ed – Suggested it was preferred not to see it from the road.

Jim – States the comments that Jackie has made are his concerns as well.

Jim – Asks about the Star Exempt for South Street. The City needs to figure out what the delay is with updating the records.

Nate – Responded each department has same software that is 15 years or older. Rochester GIS interface on map lets you know tax compliant, etc. The problem is City wide and will have to take this up with the Council.

Jackie – Mentioned Image Mate lags.

Richard – States this is not a technical problem, you know when houses are bought in the Historic District.

Andy – States this is an ongoing problem so let's refocus matter on hand with Justin.

Holly – Asks on Page 2 the picture on the left with stacked windows - moved the bottom but the top stayed in place? Stated the blue forms attached (in 1978) all windows were there, showing how shutters were positioned.

Justin – Responded he moved the windows to fit shutters, but he will move window back if we want.

Andy – Mentioned it is hard to see the circled window. The blue form photo is from 1978 , but the district wasn't even nominated until 1992.

Holly – Mentions the windows were probably redone 80's – 90's.

Andy – What he has done is not outrageous so where do we proceed from here?

Jim – Says if no concerns, we can vote.

Ed – States it looks better now that he moved it.

Jim – Asks what do we call original?

Andy – Asks when the house was nominated and listed, what was the significance of it? Work has been done and there is no sense undoing what has been done. Would rather settle this matter and move forward.

Acting Chair – Asks for a motion to approve the work already done and to do any further work in-kind. Motion made by Andy Roblee, Seconded by Linda Frank. All in favor. None opposed. Motion carried.

Other Business

5-7 Hamilton: Porch work done outside of approved Certificate of Appropriateness.

Holly – Mentions the attached 5-7 Hamilton Street stating they came to us in October and had an issued Certificate of Appropriateness. Since then they did work on house and redid portico. They replaced it and did work outside of the approved COA. Their issued building permit did not include porch repair. Working outside of COA and building permit.

Jim – Mentions the previous owner sold it as is.

Nate – States Chapter 178 Municipal Code; he can have Code Enforcement look into it. If authorized Brian can investigate it and have them revert it back to what it was and take them to court if it gets that far.

Linda – Says they were here and they know we let the windows go.

Holly – Says they had mentioned they were confident they could repair the porch to look like it did historically.

Nate – Says he just needs board approval to move ahead.

Jim – Says if they do it then fine.

Richard – Asks what is the time frame? If 3-4 years go by what is the statute on this.

Holly – Says Codes will issue a stop work order. They won't be able to do any more work on the building until they fix the issue, then they can resume work.

Nate – Says he will let Codes know a time frame and if it's not done within that time they go to court.

Richard – Asks what if they say hardship?

Jim- Says they are putting money into it, they shouldn't have to use hardship.

Richard – Says never made anybody in past discard it. Never happens to make them change it.

Nate – Mentions Donahue's office, a previous issue of work done without board approval.

Jackie – Says the work was done in 2 days. If they get away with this, what's the point?

Holly – Brought up porch in COA. We said if you do work restore, not replace.

Acting Chair – Asks for a motion for board to direct Codes to repair the porch approved in the COA. Motion made by Linda Frank, Seconded by Andy Roblee. All in favor. None opposed. Motion carried.

Updates on Welcome Letter/Annual Letter to Historic District Residents and Owners

Holly – Requested to get property transfer on Historic District once a month to send letters on Historic District and tax credit.

Jim – Requests packet sent includes the codes.

Ed – Mentions when a house goes up for sale it should be known that it is in the Historic District.

Andy- Says the City needs to let people know it is a Historic District but the realtor is responsible to pass the information on. How do we communicate to realtors?

Jackie – Says they can try to call legal section of NYS and add it to property disclosures or add a form in, but in the meantime reach out to boards in Rochester and Syracuse to talk about it. Mentions possibly sponsoring a luncheon to discuss Historic District requirements to the owners/residents.

Richard – Mentions to document homes in Historic District, who owns them and get message out to them. Send out packets and keep it simple.

Jim – Says a new home owner's packet.

Ed – Says put a sign in yard when for sale saying Historic District.

Andy – Mentions an appropriate place is a link on website.

Jim – Mentions mailings like preservation week done yearly.

Jackie – Says a lot of people don't realize there is a Historic District.

Jim – Asks do we need to expand District list?

Holly – Responded has someone coming out to look and see if we should expand.

Adjourn

The next regular scheduled meeting is Tuesday, February 12, 2019 at 7pm.

Acting Chair – Asks for motion to adjourn. Made by Andy Roblee. Seconded by Richard Stankus. All in favor. None opposed. Meeting adjourned.

Recorded by Shelly Lowe