

**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**  
October 13, 2015 7:00pm

Present: Michael Deming, Ed Onori, Linda Frank, Paul McDonald, Jim Hutchinson, Richard Stankus

Staff Present: Christina Selvek

Meeting opened by Chair Michael Deming.

Linda Frank requests to amend the September 8, 2015 minutes to include under Historic District Anniversary, that the County Historian's Office has the resources to do the research, but not financial resources.

Motion to amend the meeting minutes of September 8, 2015 made by Paul McDonald, seconded by Jim Hutchinson. All in favor. None opposed. Motion carried.

Motion to approve the amended the meeting minutes of September 8, 2015 made by Paul McDonald, seconded by Ed Onori. All in favor. None opposed. Motion carried.

Motion to accept the meeting minutes of September 30, 2015 made by Ed Onori, seconded by Linda Frank. All in favor. None opposed. Motion carried.

Chair opens the Public to be Heard portion of the meeting.

**Certificates of Appropriateness**

Christina Selvek introduces the Certificate of Appropriateness (C of A) application.

**25 Grover Street- Mr. and Mrs. Kevin Senter**

The applicant is proposing to repair damage to the eastern facade porch (driveway side). The porch columns, decking and stair treads will be repaired with in-kind materials.

Christina Selvek: States applicant is here tonight if there are any questions. Mentions that a vehicle damaged the porch and repairs are now needed.

Jim Hutchinson: Asks the applicant what happened

Kevin Senter, 25 Grover Street- The neighbor's vehicle backed down the driveway, crossed the road, hit my vehicle which hit the porch.

Motion to accept the application as presented made by Richard Stankus, seconded by Linda Frank. All members in favor. Motion carried.

**19 Grover Street- Kenneth Dover**

Applicant proposes to repair damaged northeast facade porch (driveway side) due to winter icing conditions. The roof rafters, porch decking, stair treads and tailing have been damaged. Repairs will be made in-kind reusing undamaged materials as much as possible. Paint and finish work will be done to match.

Christina Selvek introduces the application. The applicant is here tonight if Board members have questions.

Jim Hutchinson asks what kind of deck board will be used.

Kenneth Dover, 19 Grover- Tongue and groove.

Motion to accept the application as presented made by Richard Stankus, seconded by Paul McDonald. No additions or corrections. All members in favor. Motion carried.

### **7 Elizabeth Street- Parker Living Trust**

Applicant proposes to remove a single layer of deteriorated three-tab asphalt roofing shingles and replace in-kind. There are currently two layers of roofing shingles on the roof. The top layer will be removed and new Owens Corning Supreme 3-tab roof shingles will be installed.

Christina Selvek introduces the application and states that the applicant was unable to make it tonight due to medical issues.

Christina Selvek strongly encouraged the applicant to look at architectural shingles rather than three tab. There was no interest in changing at the time and the application was submitted with the three tab roof shingles.

Michael Deming: The roof is in awful condition and requests an onsite inspection from the codes department. What if this guy cob's it up and it turns into a condition like his carriage barn.

Christina Selvek: When the applicant comes in for the roofing permit, if there are concerns from the Board or neighbors they will go out and look at the roof before issuing the permit.

Ed Onori: To take one layer off at a time is very time consuming and leaves a lot of holes. It is my guess that there is a lot of rotting decking. We do not know what that first layer of shingles is. They need to take it down to a single layer. If it is not done properly insurance may not insure it.

Richard Stankus: My concern is the condition of the house and what happened to the carriage barn. If he goes up and just throws a roof up there than the next thing to be bulldozed will be this home. Our goal is to rethink what we all can do to prevent properties from being demolished. My vote to this application is a no.

Christina Selvek- You can approve a roofing job and amend the application. Then it is up to the homeowner to decide whether or not they agree with the amendments. If they turn it down they have to come back in front of the Board.

Jim Hutchinson- Surprised codes allowed it to be taken down to one layer of shingles. It is probably a wood shingled roof underneath. Work is probably being done only on the main roof.

Christina Selvek- The applicant may be proposing the three tab because the description from the contractor says they are looking to re-weave in.

Paul McDonald: He wants to sell the house and is probably looking to just patch it. I would not approve this application.

Michael Deming: Do we turn it down or amend it?

Linda Frank: Can we amend it to say tear down to staple materials and replace with architectural shingles? If we can come up with something that can be approved than he can move forward with the work before the weather gets bad.

Jim Hutchinson: All shingles are to be removed and replaced with an architectural shingled roof. Also, the application says he will use ice and water where needed. It should be used throughout.

Christina Selvek: We can work closely with codes on this. The amendment should include the material. Questions if anything should be used in the valleys.

Ed Onori: It should have aluminum valleys.

Board discusses to amend the application to include a complete tear-off (all shingles to be removed), the underlayment to be inspected by codes and install with new plywood as needed, architectural shingles are to be used (gray or slate color to match), aluminum valleys and ice and water used throughout.

Motion to accept the application with the following amendments: complete tear-off of the three layers of three tab roofing, the underlayment is to be inspected by codes and if deteriorating install with new plywood as needed, architectural shingles are to be used (gray or slate color to match), installation of aluminum in valleys and installation of ice and water barrier throughout, made by Richard Stankus, second made by Jim Hutchinson. All members in favor. Motion carried.

## **Other Matters:**

### **a. Update on North Street Property**

Christina Selvek announced that on October 1<sup>st</sup> State Parks at their Preservation meeting approved and nominated the property on North Street to the National Registrar. SHPO will send their recommendation to the keeper of the Registrar of Historic Places in Washington DC. They will do a final review.

### **b. Preservation Brief**

Christina Selvek: With our Certified Local Government Status we are required to provide education to Board members. A couple of weeks ago Board members were discussing railings/fencing maintenance, and this Preservation Brief came at a perfect times since it discusses just that. This is informational reading that outlines what the process includes for maintenance of these items.

### **c. Code Review**

It was brought to my attention at the last Board meeting that the Board would like to review Chapter 178 of the City Code. The City recently hired a new Corporation Counsel staff member. I would like to invite her to discuss the ordinance some of the Board's concerns.

Richard Stankus would like to review the Board's mission and purpose. If you look at what the code defines for this Board, it is a little bit broad. If you go back and look at the district and how it was defined and how these houses were chosen to be in the district you may find that some of these houses today should be there, should not be there, or others should be in it. I know there are houses on Grover and Elizabeth that are in the district but there are houses on Swift Street that should be in it too. Being in the Historic District does make a difference. The Board is to adhere to guidelines that are outlined in the Historic District. If we have a rule that says we cannot knock down a 50 year old tree than why are we allowing the demolition of a carriage house? I think as a Board we should decide if we should make that leap forward and adhere to what the guidelines are currently in the City code or should we revise the code. The City is overburdened, people do not volunteer any more. Is there a solution that we as a Board can help

the City with? We can speak with the neighbors and educate them. The City is seen as enforcement they send letters and violations. We can simply talk with the neighbors and educate them. There is a Historic South Street Association with strictly homeowners. Maybe the homeowners association can work with the Historic Resources Review Board but the City would dictate a lot of this. I think the more we rely on each other the stronger we are going to be.

Michael Deming- Before we do this I would like to discuss it with the City attorney because we cannot represent the Board as an individual.

Richard Stankus asks if the City knows who owns property in the Historic District?

Christina Selvek: Yes.

Richard Stankus: A simple informational letter that they are in the Historic District with certain guidelines and put an ad in the paper to people about the Board and why we are here. Invite them to a Historic Resources Review Board meeting. Inform them about what we are and why we are here.

Michael Deming: The applicant of the Carriage Barn had no idea of this Board. We need to educate the public. In the 90's a large portion of the district was coming here on a regular basis because there was a lot of building permits. Now we do not see many coming in for permits.

Richard Stankus- Look at how many homes are for sale in the Historic District. I am not sure if the people looking or buying these houses are familiar with the Historic District or the standards that they have to abide to.

Richard Stankus: The Board is always going to be a Board. We hold our meetings and make our decisions. Hold an open meeting to discuss the district and get to know neighbors and provide information.

Christina Selvek: I am going to do a letter to homeowners. I have done that to residents in the Historic District bi-annually, but maybe we should do it annually. Maybe we should reach out to Crawford and Sterns or Beardsley for technical expertise, since we do not have a technical advisor at SHPO anymore. We could hold an open house this winter and talk with homeowners about their projects and materials. We have to be careful because we are not the enforcement arm we are more the policy arm where we review and give approvals based on appropriateness. Enforcement is working directly working with the homeowner. I would shy away from a door to door policy.

Richard Stankus: We are not trying to assert the authority of the HRRB. If you have a group of neighbors that work together and want to preserve a neighborhood maybe we could work hand in hand with them.

Linda Frank: There seems to be an element of pride for the homeowners. Look they are in the Historic District and here is what you need to do to maintain the district. Suggests holding an educational event in the spring for residents in the Historic District. Make it so everyone can be involved so they can meet Board members and get educational information. We can have a speaker and have coffee and donuts.

Michael Deming- Rather than go to individual houses maybe we can get a person in each neighborhood to be an advocate and get people to come to this. The event needs to have something that they will use or something they will really get to use otherwise they will not attend. Recommends picking a date.

Linda Frank proposes mid-April.

Christina Selvek- 2016 will be the 50 year anniversary for the preservation act.

Richard Stankus suggests partnering with the Seward House and holding a wine and cheese function there may be on a first Friday event. This way we can discuss what the Historic District is, the rules and regulations of it, as well as the type of resources we can provide but also offer the opportunity for people to meet and talk with neighbors in the Historic District.

Paul McDonald will talk with Seward house about partnering on an event. I think they would do it on a first Friday in April.

Richard Stankus- In the meantime we can think about seminars or information we will have that night.

Michael Deming: Invite Cayuga Museum and Willard Chapel as they are part of the district too.

Christina Selvek: We need to include all of the properties and landmarks in the district. One more thought-my hope is that the Harriet Tubman Park should be established in the next month or so and they will be undergoing a findings document. It would not be a bad idea to invite someone from the Harriet Tubman House to discuss the impacts on the Historic District including signage, traffic, visitors. I think the goal is to have the road and visitor center completed by 2020.

The next regular scheduled meeting is Tuesday, November 10<sup>th</sup> at 7pm.

Motion to adjourn made by Richard Stankus, seconded by Paul McDonald. Meeting adjourned.

*Recorded by Renee Jensen*