

VILLAGE OF KINDERHOOK

AGENDA

HISTORIC PRESERVATION COMMISSION MEETING

Regular Meeting

April 18, 2024 @ 7:00 pm

In-Person Meeting - Kinderhook Village Hall

Meeting Documents available at Kinderhook Village Website using link below:

<https://villageofkinderhook.org/hpcdocuments.html>

- I Workshop
- II Call to Order
- III Approval of March 21, 2024 Regular Meeting Minutes
- IV Funds Remaining
- V Correspondence
- VI Old Business
 - Update - CLG Grant
 - Update - 5 Broad St/Fence/Ty McCormick
 - Update - 10 Albany Ave/Porch/Lorenza Pellicioli
 - Update - 28 Broad St/Roof/Robert Colannino
 - Revised Docs - 3 Albany Ave/Exterior Renovations/Julie & Theo Fels
 - 11 Broad St/Windows & Exterior/Alexis & Samuel Plotter
- VII New Business
- VIII Procedures
 - Chapter 75
- IX Next Regular Meeting - May 16, 2024
- X Adjourn

DRAFT

**Village of Kinderhook
Historic Preservation Commission
Regular Meeting - April 18, 2024
In-Person Meeting - Village Hall**

Present: Tim Husband-Chair, Ken Neilson-Vice-Chair, Elizabeth Martin, Sean Sawyer,
Lisa Weilbacker-Alternate Member

Absent: Randal Dawkins

Others Present: Christine Berdahl, Douglas Huntington, Trevor Bean-Code Enforcement Officer,
Susan Patterson-Liaison, Alexandra Spivey

T. Husband brought the Regular Meeting to order at 7:03 pm.

T. Husband welcomed Kinderhook Village Board Trustee Susan Patterson to tonight's meeting. Ms. Patterson will be the Liaison for the HPC, appointed by Mayor Weir.

Motion made for L. Weilbacker to be seated as the Alternate Member at tonight's Regular Meeting of the Historic Preservation Commission, April 18, 2024.

Moved: S. Sawyer; Second: E. Martin. Motion carried.

Workshops: None

T. Husband read the following prepared statement to the Commission:
"All discussions attendant to the business of this Commission must be conducted with civility, respectfulness, and professionalism. Personal remarks, disparaging or denigrating comments, intemperate responses or like outbursts are completely inappropriate and cannot be tolerated. The HPC cannot properly fulfill its mission if all its members do not conduct themselves in a manner that earns the respect of the community we are serving. Civility, respectfulness, and professionalism must be our bywords."

Minutes: Motion made to approve the Regular Meeting Minutes of March 21, 2024.
Moved: K. Neilson; Second: E. Martin. Motion carried.

Funds Remaining: \$393.17

Correspondence: None

Old Business: **CLG Grant Update** - E. Martin reported on the CLG Grant. The RFP went out two weeks ago and to-date have had 6 inquiries. E. Martin attended a recent preservation conference and spoke to a number of preservation consultants who had concerns about the tightness of the timeline and suggested another year out should be considered. E. Martin to address SHPO (State Historic Preservation Office) with the possibility of changing the dates, September 2024 is the current deadline. E. Martin to report back with updates

5 Broad St/Fence/Ty McCormick

The Zoning Board Meeting scheduled for March was cancelled. As a result, 5 Broad St fence will be discussed at their next meeting scheduled for Monday, April 22nd. Once approved by the Zoning Board, the pending approved Certificate of Appropriateness by the HPC will be issued.

10 Albany Ave/Front Porch/Lorenza Pellicioli

Received confirmation from the homeowner, Lorenza Pellicioli, that she was in agreement with the Letter of Authorization from the management company authorizing contractor Angelo Salvatore of Sal's Contracting permission to come before the HPC to discuss homeowner's application for front porch. The pending Certificate of Appropriation will now be issued.

28 Broad St/Roof/Robert Colannino

The homeowner had come before the HPC for a roof replacement. HPC application for Certificate of Appropriateness was approved, however, homeowner neglected to obtain a roof permit prior to installation. Code Enforcement Officer stated homeowner has now received a permit and roof is completed.

3 Albany Ave/Exterior Renovations/Julie & Theo Fels

Additional requested documentation was provided as a result of their March meeting with the HPC, no application changes are needed. The Commission was in agreement with documents provided at tonights meeting and their pending Certificate of Appropriateness will be issued.

11 Broad St/Windows & Exterior/Alexis & Samuel Plotner

Christine Berdahl & Douglas Huntington - architects representing Alexis & Samuel Plotner, letter from homeowners received for their representation. Their clients are looking to improve the energy efficiency of their home, fossil fuel to electric. Christine & Douglas thanked the Commission for their feedback at last month's meeting.

After discussion with the homeowners, architects presented the following to the Commission which are the last items remaining on their list. Note, previous list approvals occurred at February and March meetings.

- *Windows will not be replaced, they will be restored* - Commission expressed their appreciation for this important decision.
- *Replacement of storm windows on exterior 1st and 2nd floors* - currently 6 over 6 storm windows matching existing double hung windows, homeowners requesting 1 over 1 storm windows to give a cleaner appearance. The Commission was in agreement.
- *Basement windows* - requesting single pane storm windows for the four casement windows on basement level. These storm windows will be removed and replaced with wood screens in the same proportions. The Commission was in agreement.
- *Window on west facade* - one window is currently shuttered up, requesting the other window, 4 over 4, also be shuttered up. Window will be saved for future reinstallation if needed. The Commission was in agreement.

Motion made to approve the final alterations/rehabilitation measures as stated above at 11 Broad St meeting criteria in Chapter 75-7B (1, 2, & 3) and Chapter 75-C (1, 3, 4, & 5).

Moved: E. Martin; Second: S. Sawyer. Motion carried.

New Business:

E. Martin briefed the Commission on her recent CLG training, part of the state-wide preservation conference presented by the National Alliance for Preservation Commissions. As a result of her participation, the HPC will receive a free one-year subscription - webinars and publications to assist with the mission.

Focus was on standards and guidelines and the following were addressed:

- Four criteria for significance:
 - events & trends
 - important people
 - architecture & the arts
 - information potential

- Integrity: location, design, setting, materials, workmanship, feeling, & association
- Historic Character: spacial relationships, spaces, features, construction techniques, material finishes, & craftsmanship
- Rehabilitation Standards (10):
 - 1 - Appropriate use
 - 2, 3, & 4 - Historic character, preserve significant changes
 - 5, 6, & 7 - Do no harm, preserve historic fabric, repair before replacement in kind, always be gentle
 - 8 - Archeology
 - 9 & 10 - New construction & additions
- Violations & Enforcements
- Energy Conservation & Sustainability
- Discussion on ways to inform the public of processes/guidelines/mission. Perhaps at the Farmers Market or a “Village Day” for all Village Committees & Commissions.

- Mention of an HPC handbook with guidelines established 20 years ago by T. Husband. K. Neilson thought he may have a copy and will forward to the Commission for their review, possible edits, and website posting.

K. Neilson spoke of the Secretary of State Interior Standards - preservation, rehabilitation, restoration, & reconstruction. Single properties and the historic district as a whole were also discussed along with equity and Village code.

S. Sawyer noted 49 Albany Ave porch/columns are in the process of being replaced, yet an application did not come before the HPC. In addition, the black plastic railings on 6 Broad St was brought to the attention of the Code Enforcement Officer along with 1 Broad St repairs. Application for railing installation was not received by the HPC for review and approval. Per CEO, building owner did not obtain a permit for railings and repair work on 1 Broad St is in-kind. CEO stated he will follow-up on 6 Broad St/railings.

Procedures:

Code 75 - XII discussion based on conversation with T. Husband, K. Neilson, & T. Bean-Code Enforcement Officer:

It was noted that many times the Code Enforcement Officer and/or the HPC were in the dark to ongoing projects due to residents not applying for building permits through the CEO. The need for communication between the CEO and HPC and vice versa was highlighted - “see something, say something”.

It was requested that the CEO notify the HPC should a permit be issued in the Historic District and resident does not need to come before the HPC, example - replace in-kind, etc., this would make the Commission aware of the project.

Commission members will email T. Husband and “cc” all other members including secretary of any violations or concerns they may see. T. Husband will then work with the CEO.

As a result of the above discussion, the changes that had been presented previously in “red” below would, therefore, be muted.

"Prior to the issuance of a building permit and/or commencement of any construction, alteration, demolition, or moving of any building or structure, the Code Enforcement Officer shall determine if a Certificate of Appropriateness is required."
Noting that “The Commission shall be authorized to: 1. promulgate rules and regulations as necessary for the conduct of Commission business... (III. E), VII A should be amended to read:

"Prior to the issuance of a building permit and/or commencement of any construction, alteration, demolition, or moving of any building or structure, the Code Enforcement Officer shall determine **with the Chair or Vice-Chair of the Commission** if a Certificate of Appropriateness is required.”

This change is required to a: eliminate the apparent contradiction or ambiguity in the Law and b: to allow the Commission to effectively conduct its business.

Discussion was had in regard to the following definition and added language in “red”:

II. DEFINITIONS which reads:

"Ordinary Repair and Maintenance shall mean the act or process of preserving the features of a building, a structure or an object by consolidation or by replacement (in whole or part) in like kind, which does not change the form, material, or texture of the features.”

should be amended to read:

"Ordinary Repair and Maintenance shall mean the act or process of preserving the features of a building, a structure or an object by consolidation or by replacement (in whole or part) in like kind, which does not change the form, material, or texture of the features, **unless reverting to an earlier historic condition documented by photograph or other unambiguous evidence.**”

This change is necessary to provide property owners with a possible alternative to replacing an inappropriate condition in kind. (10 Albany Avenue, as a example)

T. Husband suggested adding “if deemed appropriate” to the new proposed language.

T. Husband requested the Commission send their ideas to him regarding the above definition, language in “red”, and he will prepare for next month’s meeting.

CEO, T. Bean, expressed concern regarding the need for residents to be informed of the HPC processes, procedures, guidelines, etc., since confusion exists with some residents.

T. Husband suggested setting up a timetable to review the handbook, update as necessary, share ideas with CEO, and have clear guidelines.

E. Martin will look into some of the more recent CLG codes for additional ideas.

Other:

J. Bujanow informed the HPC of the requirement to post “draft” minutes to the website prior to their “final” approval and within 2 weeks of the meeting, per Village Clerk. Once the “draft” minutes are approved at the following meeting, the “final” minutes will then be uploaded to the website to replace the “draft” version.

CEO, T. Bean asked the Commission their thoughts on St. Paul’s demolishing their barn which is in disrepair and funding to restore, approximately \$40,000, is not a possibility, a hardship. An HPC application will still be needed for review and for a Certificate of Appropriateness to be issued should a demolition be approved.

Next meeting scheduled for May 16, 2024.

Motion to adjourn meeting at 8:07 pm.

Moved: S. Sawyer; Second: E. Martin. Motion carried.

DRAFT _____, Jacqueline Bujanow, Secretary
Historic Preservation Commission