

**Village of Cazenovia Planning Board  
Meeting Minutes  
February 9, 2015**

5 Present: Richard Huftalen, Chair; Adam Walburger; and Diane Webb.

Absent: Jennifer Gavilondo and Anne McDowell.

10 Others Present: James Stokes, Village Attorney; Chris Kimberly; Robert Bishton; Bob Malmsheimer; Mary Beth Malmsheimer; Dennis Gregg; Robin Curtis; Cal Suarez; and Mike McGinnis.

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15 R. Huftalen called the meeting to order at 7:30 p.m. and introduced the Board.

R. Huftalen asked for any changes to the minutes of January 12, 2015. None were noted.

20 R. Huftalen made the motion to approve the minutes as submitted. D. Webb seconded. The motion carried with 3 in favor, 0 opposed.

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**Chris Kimberly, 17 Corwin Street, Architectural Review of Addition.**

25 Mr. Kimberly came forward with a rendering of the project on a computer tablet. Board members manipulated the image to see all sides of the house. The siding will be vinyl shakes that are some shade of gray, similar to the house across the street. Windows will be white, new construction, nailed in, boxed out and trimmed with boards (like a picture frame).

30 A. Walburger inquired if there are any substantial differences from the last presentation. Mr. Kimberly answered no.

R. Huftalen asked about roofing materials. Mr. Kimberly replied that the roof will have new architectural shingles.

35 D. Webb wondered about a driveway and parking. Mr. Kimberly said there is a driveway. It is inset into the hill with timbers around it. He would like to discuss it with the Planning Board in the spring to get some ideas on how to change it.

40 R. Huftalen declared this a State Environmental Quality Review (SEQR) Type II action under 617.5(c)9. There are no other agencies involved and no further SEQR action is required.

45 R. Huftalen made the motion to grant architectural approval conditioned upon getting a drawing or printout of the digital image for the file, as well as a list of materials. A sample of the siding needs to be provided to Bill Carr, Zoning/Code Enforcement Officer. D. Webb seconded. The motion carried with 3 in favor, 0 opposed.

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**Hamilton Hearing, 132 Albany Street (Atwell Mill), New Sign.**

Robert Bishton came forward as the representative.

55 D. Webb asked if the business already exists at this location. Mr. Bishton answered that the business is scheduled to open on March 1. He is proposing a 2-foot by 3-foot sign. This sign will replace the Skeele Agency sign that was there previously. The illustration in the file is an accurate representation, except for the phone number, which will be different. The sign will be made of aluminum with vinyl on top of it.

60 D. Webb inquired how the letters would be attached and the colors of the sign. Mr. Bishton said that the whole green piece will be adhered. It is a drop shadow on the vinyl and nothing protrudes. The colors on the printout will be used.

65 R. Huftalen stated that this sign falls under the locally adopted State Environmental Quality Review (SEQR) Type II list and will have no adverse environmental impact.

R. Huftalen made the motion to approve the sign as presented. A. Walburger seconded. The motion carried with 3 in favor, 0 opposed.

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**Bob and Mary Beth Malsheimer, 134 Lincklaen Street, Kitchen & Bathroom Remodeling, Windows.**

75 Mr. and Mrs. Malsheimer spoke about the project. The house was built in 1966 and, except for a new kitchen countertop, nothing was ever remodeled. The windows are all original. They would like to remodel and expand the kitchen, remodel the bathrooms, and replace all of the windows. The windows need to be made larger in some locations to meet emergency egress standards. Some windows need to be moved to meet the interior of the house. The windows will be new construction windows with nailing flanges. The roof chimney will be removed. This is the last house in the  
80 Village. It is across from Ten Eyck and is not in the Historic District. The wood siding will be replaced with vinyl siding. They are leaning toward white for the color of the vinyl siding.

85 D. Webb asked if the vinyl siding would be textured. Mr. Malsheimer answered that it would be regular vinyl siding.

R. Huftalen added that it would be similar to what the Board considered on Chenango Street, in the South Meadow development, and in the Northborough Ridge/Greenleaf Station development. Historically, there has been some sensitivity to vinyl siding. As manufacturing techniques have improved, vinyl has become more durable and a more popular product. It is better than it used to be.  
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A. Walburger said that the Planning Board’s advice is to get the heaviest gauge vinyl possible, mid-range or above, as it will look better and last longer.

95 R. Huftalen noted that the most recent vinyl siding that the Board approved was .046 gauge.

A. Walburger inquired about the detail around the windows. Mr. Malsheimer stated that the siding will go right to the windows. They are planning to use Pella architectural windows that are wood with aluminum cladding. The siding will have J track along the edge of the window. There is no casing now and the new windows will be the same. They are planning to have shutters.

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D. Webb asked if there would still be four windows on the front of the house. Mr. Malmsheimer answered yes.

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R. Huftalen commented that it is the Board’s main mission to make sure the house is compatible with the neighborhood and it looks like this house will remain compatible after the changes are made.

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R. Huftalen declared this a State Environmental Quality Review (SEQR) Type II action under 617.5(c)9. There are no other agencies involved and no further SEQR action is required.

R. Huftalen made the motion to approve the project as presented, subject to the vinyl siding being .046 gauge or better. A. Walburger seconded. The motion carried with 3 in favor, 0 opposed.

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**Peters, Lot 11, Atwell Ridge, Architectural Review.**

Robin Curtis of Zellar Homes (the builder) came forward to represent the buyer (Peters). Dennis Gregg (the developer) was also present.

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Clapboard style composite wood siding is proposed. The roof will be Certainteed 30-year architectural shingles, weathered wood color. Cultured ledge stone is most likely to be used. Vinyl windows will be a clay color. Garage doors will be carriage style.

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D. Webb asked which side of the house would be seen from the road. Mr. Gregg answered that the front would be seen and not the sides.

D. Webb remarked that one side of the house is totally blank, except for a door. Mr. Gregg stated that side would face lot 12. The other side has one window.

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D. Webb wondered about number of levels to the house. Ms. Curtis said that the house is just one level. However, the lot does afford a walkout and she believes the buyer will want that even though it is not on the plan. The lower level is not yet designed.

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R. Huftalen declared this a State Environmental Quality Review (SEQR) Type II action under 617.5(c)9. There are no other agencies involved and no further SEQR action is required.

Because the house is so similar to other houses in the neighborhood, R. Huftalen made a motion to grant architectural approval for the project as presented. A. Walburger seconded. The motion carried with 3 in favor, 0 opposed.

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**McGinnis Builders, Lot 33 South Village, Architectural Review.**

Mike McGinnis was present as the representative.

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Cal Suarez, head of the South Village architectural committee, said that documents were reviewed last week and preliminary approval was given, but not all information was submitted.

150 Mr. Stokes advised that the Planning Board’s decision is not in any way dependent upon the homeowners association or architectural committee.

155 Mr. McGinnis stated that the house will have clapboard style cement board siding and architectural shingles to match the color code to meet the homeowners association requirements. Full blueprints have not yet been done. A decorative dormer may or may not be included. The buyers might like to have some stone work. The garage door will be carriage or craftsman style and be 16 feet wide.

160 Mr. Gregg observed that once past the intersection, houses have a variety designs, sidings, stone, etc. His personal feeling is that he would like to see a dormer because it would add interest. Also, this house will be in a separate and distinct section of the development.

D. Webb asked why the homeowners association is objecting to the front of the house having shingles (shakes). Mr. Suarez answered it is because the covenants say all of the houses should have the same appearance.

165 R. Huftalen pointed out that it is the Board’s job to review it per the mandate in Zoning Code 180-141. The criteria and procedures are to review and evaluate this application in terms of the reasonable compatibility, consistency and harmony of the height, scale, proportions, nature and quality of materials, colors and related architectural design characteristics. The Board has to decide whether the proposal meets those objectives.

170 R. Huftalen commented that this is a transitional area between Atwell Ridge and South Village.

A. Walburger noted that this plan is certainly compatible under the Board’s rules for consistency.

175 Mr. Suarez said the covenants came from the Attorney General. Mr. Gregg presented covenants from the original offering, before the existence of the homeowners association, which was in place when South Village was started.

180 R. Huftalen stated that the proposed improvements will certainly need to comply with zoning, building, preservation, health, and any other codes.

185 Mr. Gregg remarked that there are three distinct sections of the development. The first section did not have carriage doors, the lots were 50 feet wide, and the houses were all the same color. Then there was a transition and they all had carriage doors. This house will have the same siding color, roof color, and trim as the other houses. Lot 31 was the first lot that did not lend itself to a walkout. That was the first house that had a loft, a second story. There was no prohibition of second stories. It just did not happen because most of the lots were all walkout capable. There was never anything written into the offering that did not allow for a second story or loft. So to have a dormer is not in violation of anything. The homeowners association has come up with their own guidelines. Along 190 Atwell Ridge there is a house with four faux dormers.

Mr. McGinnis said his customer likes South Village and wants to blend in.

195 R. Huftalen noted that this plan seems reasonably consistent and compatible with the neighborhood. The inclusion or absence of a dormer does not sway him either way.

D. Webb inquired what was missing from the documentation that it is considered incomplete by the homeowners association. Mr. Suarez said there was no information as to how the house would be located on the lot.

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R. Huftalen made the motion to approve the application with drawings substantially similar to what was presented. D. Webb seconded. The motion carried with 3 in favor, 0 opposed.

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**Cazenovia Hospitality, LLC, Architectural Changes.**

There was no representative present.

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R. Huftalen gave an informational update: Mr. Kuper has had input from Hilton, which is being reviewed by the Historic Preservation Committee (HPC). After looking at the changes, HPC determined that the changes are minimal and make the exterior look better. Changes are still being negotiated between the architect and the franchise. He continued that he received an email from the HPC to be included as part of the minutes. The email appears below:

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*After reviewing the revised preliminary plans for the VES hotel as submitted by Dan Kuper and polling the HPC members, we feel that the changes put forth are minimal and actually make the exterior better.*

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*Comparison of the revisions to the previously HPC recommended preliminary plans include changes to the major roof plan, small changes to the projecting sections on the front and rear elevations and changes to the narrow gable elevation that will face north. Otherwise the exterior designs appear to be the same as submitted earlier.*

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*HPC members concur that each of the above-noted changes dated January 29, 2015 and prepared by Mussachio Architects titled Scheme B (Two sheets with four elevations) is an improvement to the previously submitted plan. In particular the major roof change and north gable change eliminate the awkward roof profiles from the earlier submission.*

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*Finding - The HPC recommends to the PB that the Jan. 29, 2015 changes to the previous preliminary plans are acceptable and improve the appearance of the building for the preliminary review status.*

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*Further - The HPC understands that this set of exterior plans are preliminary in nature and final detailing still needs to be completed. HPC requests to review the final construction documents to make sure that the final set of exterior plans are consistent with the recommended preliminary set so HPC can make a final architectural recommendation to the Planning Board. The HPC will want to review material specifications and material samples to make sure that they are consistent with the recommended preliminary plans.*

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*In addition, there are several material details that were discussed previously, HPC wants to make sure that they receive HPC recommendation before they are included in the final construction documents:*

245 *Clapboard Siding and Trim Materials - Different siding reveals on the differing sections as shown on the previous elevations; trim and siding are to be smooth surface with no grain texture or other textures.*

250 *Exterior Details - HPC will need to review materials and design details for brackets, general trim, gutters and downspouts, doors, windows, bricks and roof shingles.*

*Sign - A sign is indicated on the end gable of the building, the sign will need to be in compliance with village code and may not be of a back lighted design.*

255 *Lighting should be overhead and also meet the Village Dark Skies regulations.*

*Color Scheme - HPC review of permanently colored materials and exterior color scheme.*

*Portico Entrance - HPC review of entrance portico detailing.*

260 *We recommend that the Planning Board coordinate with HPC for HPC follow-up reviews so that finding recommendations for the Planning Board can be turned around in an expeditious time frame.*

265 *HPC members Bartlett, Moore, Shannon and Gissin have individually reviewed the submitted drawings and concur with this finding.*

*Ted Bartlett, Chair  
Cazenovia Village Historic Preservation and Architectural Review Committee*

270 During a conversation with Mr. Kuper, R. Huftalen reiterated to him to make sure the Board has a sample of the brick and other material samples.

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275 R. Huftalen asked for any other business to be brought before the Board. Hearing none, A. Walburger made the motion to adjourn the meeting. D. Webb seconded. The motion carried with 3 in favor, 0 opposed. The meeting was adjourned at 8:25 p.m.

280 Respectfully submitted,

Marlene A. Westcott  
Recording Secretary