

Palmyra Preservation Commission Meeting Minutes
September 15, 2011

Present: Chris Daly, Ellie Drake, Jim Elliott, Michael Haskins

Guest: Becky Remington

The meeting was called to order at 5:15 pm.

Minutes: Jim Elliott made a motion to accept the minutes, Michael Haskins seconded the motion, and the motion passed unanimously.

Design Guidelines: The Commission worked on the Design Guidelines by discussing and implementing some suggested changes. Some of the changes require additional discussion. On page 26 #4, the Development Review Committee (DRC) has not been created yet. It requires a representative from Planning, Zoning and Preservation. A duplication of text on lighting was eliminated from one section and referenced from the second section.

Our model for the Design Standards (Pittsford) had several code regulations regarding dumpsters, which Palmyra doesn't have, per Jim Elliott. The consensus was that this be handled as the Fencing issue be handled - to adopt them as part of our standards, then go to the Village board to adopt them as Village code.

A request needs to be made to Alicia Lynch, to ask her to insert page numbers in the Design Standards document.

Flowcharts: Ellie Drake will check to see to whom an applicant appeals in hardship cases.

Building Permit: It was suggested that the building permits should have "Denied pending approval of PHPC" printed on them as an option.

Any suggested changed should be submitted to Ellie by October 5th. Ellie will make the changes and then give it to Alicia.

Technical questions about codes should be referred to the Code Enforcement Office.

The Historic Distric Map created by Mark Vande should be attachment #5. We will ask the Mayor to see if the Webmaster can put the map on the website.

The meeting adjourned at 6:42.

Respectfully submitted by Chris Daly