

**Preservation Commission Meeting
February 17, 2011**

Present: J. Elliott, M. Vande, E. Drake, M. Haskins, J. Jarvis

Absent: C. Daly, J. Zanin

Also Present: Mayor Daly

Minutes from January Meeting - motion to accept – E. Drake, second – Mike Haskins seconded;

I. Design Guidelines – V. Daly reviewed “New York Main Street Program” presentation of 1/16/11; several businesses (14) are interested in follow-up. Preservation is involved – application from Village containing interested property owners, what they plan to do. Paperwork from Village due in April. Property owners have to apply individually later in the year (fall). Money is 75/25, but has to be spent by the owners with reimbursement later. New library would be “anchor building”. Businesses have to comply with local architectural guidelines developed by Preservation Commission (Julian suggested Pittsford). Local code does not specify, for example, specific windows or doors (code dictates structure, not aesthetics). Preservation can adopt the standards without a public hearing. Interest in streetscape is at the east end of the village. Mark Vande will investigate streetscape regulations from other communities (beginning with Pittsford). We have Pittsford’s guidelines in a packet. Mark Vande suggested a subcommittee to formulate them using Pittsford’s CD given to us at the Landmark meeting. We can use the Village history from the National Register application. We should review sections. Ellie Drake will do section 1 and e-mail to Vicky Daly. We could match the Pittsford houses section with houses from our National Register application (Chris Daly {volunteered by Vicky} & Vicky Daly– section 2). Jim Elliott and Mike Haskins will do 3 and 6. Vicky Daly and Jeff Jarvis are doing 4. Mark Vande/Chris Daly will do 5 and 5A. Historic design (section 3) might not need a great deal of revision.

II. Julian Adams’ presentation – May 15, 9-noon, in Buffalo – Jim Elliott, Ellie Drake, Mike Haskins, Jeff Jarvis, Mark Vande – Ellie will e-mail for 5 acceptance. This will count as training. Preservation is expected to do 4 hours of training per year. Landmarker review is counted as 15 minutes per monthly meeting.

III. Spotlight – Jim Elliott will call Agnes Griffith, Vicky Daly will have picture take; Jim Elliott will work with her on a description for the March spotlight. Yost Funeral will also have pictures taken for a future spotlight. Vicky Daly will work on the first Sunday in June for the stained glass “9th Period History Class”, perhaps with Zion Episcopal.

IV. Commission Brochure – needs updating - first paragraph “Palmyra was founded in 1789 and boasts of its placement on the National Historic Register with over 200 residential, commercial, civic and sacred properties currently. – business district one of the *best preserved business district in New York State*”; second paragraph “With the implementation of the Village of Palmyra’s Historic Preservation Ordinance, the Village’s designation as a Certified Local Government, and the expansion

of its nationally registered Historic District, the Village of Palmyra..." (finish it off as done);
Misconception 1- Nationwide, studies...; Misconception 2 – as easily as a grand building;
Misconception 3 – landmarks and is not..., capitalize Village, rename preservation commission as
Historic Preservation Commission sentence 2 begins "The commission..."; Misconception 4 – remove
Also in last sentence and begin with Replacement...; Misconception 5 – "A local preservation
ordinance is necessary..." and remove parenthetical sentence on the Palmyra Hotel; Misconception 6
– close quotes after standing."; Misconception 7 – remove comma after past in misconception
description. Bottom, correct - Meetings; 3rd Thursday@8 pm in the Village Hall, 144 East Main Street.
Bigger font for "Please Join Us!" Pictures – replace "new Jarvis block" with old picture of Village Hall.
Change date to 2011 and Chair's name and remove "brought to you by the". Jim Elliott, Vicky Daly
and Mike Haskins will look for pictures of the stages of the Hotel. Perhaps the sketch of the gazebo
could be replaced by a photograph. Picture of the four church area or Village Hall should replace the
Hotel. Discussion will continue next month on the pictures. Once the brochure is finalized it should
be sent to Bill Unterborn to put on the website.

V. RRLC presentation – Jim and Ellie are definitely going, Chris will go if possible.

VI. Landmarker #12 – postponed until next meeting – NOTE CHANGE To March meeting date due
to St. Patrick's Day (probably Wed., March 16)

VII. Other Business – subcommittees will arrange their own meeting times. Heritage Weekend
(May 15-16) was discussed but PHC will not be doing anything.

Tasks – Vicky Daly – contact Rev. Kohlmeier and Supv. Plant

Jim Elliott– contact Dr. Griffith, pictures for brochure

Mike Haskins– painting of hotel

Ellie Drake– breakdown of Pittsford's design guidelines, e-mail re: Julian's presentation;

Pittsford Guidelines

Adjourned at 9:15 pm.

Submitted by Ellie Drake for Chris Daly