

**VILLAGE OF ALBION
HISTORIC PRESERVATION COMMISSION
Special Meeting
April 6, 2010
Minutes**

PRESENT: Commission Members: Louis Becker, Neil Johnson,
Matthew Ballard , Aric Albright, Mariadele Theodorakos
Andrea Rebeck
Also in attendance:
Mayor Dean Theodorakos
Code Enforcement: Ronald Vendetti & Scott Bradshaw
SHPO: Julian Adams

CALL TO ORDER The meeting was called to order at 4:04 pm by Louis Becker . The Pledge of Allegiance followed.

COA PROCESS Code Officer Ron Vendetti addressed the commission concerning the proper process for the submission and review of a COA application. He stated that he currently scans applications then forwards them to members through email. All COA applications are sent out to members when they are received by the Code Officer. Mr. Vendetti asked if the members were ok with this method. He acknowledged that some emailed copies can be hard to read due to the scan process. He said he does not have a color copier and cannot send all of the members a hard copy in color. He told them that he would make a color copy available in his office for any member who wishes to review it. The commission requests all applications be "complete" prior to forwarding .
Mr. Vendetti told the HPC that Scott Bradshaw would be dealing with the applicants and the commission from now on. Scott will also attend the HPC meetings for the code office. Mr. Vendetti told the HPC that he would still oversee the final decisions. He also reminded the HPC that any requests for copies of information or clerical assistance should be done through his office.

GUEST SPEAKER Mayor Theodorakos addressed the commission. He told them that he had planned to meet with Julian Adams of SHPO to discuss how the commission could become a better CLG. He welcomed Julian and thanked him for coming. Julian Adams spoke to the HPC about several issues.

EDUCATION: He told them that they need to optimize their certification as a CLG. He explained the process which includes training, reviewing the current village law and looking at the state website - which posts comments and concerns of other CLGs and can sometimes offer a solution. He said the Landmarker is an excellent source of information. He also gave the group email addresses for himself and the state. He mentioned a training session coming up in Rochester on April 24, 2010. He suggested attending that session.

ENFORCEMENT: Julian reviewed the village law. He said that any decision made by the HPC needs to be enforced by the Code Officer. He told the group that once someone is cited by the Code office it becomes the responsibility of the Village attorney to enforce the citations and reach a civil remedy.

INTERACTION WITH APPLICANTS: Julian covered the interaction of HPCs with their applicants. He said that educating themselves is the first step. Once they are well informed they can educate the district property owners. He said that communicating with property owners is necessary. He told members that the first time a property owner meets the HPC members should not be when they come before them with an application. He also reminded them to treat people fairly and consistently.

PUBLIC HEARINGS: Julian stated that 99.9% of COAs can be addressed at a regular meeting. Only a few require a public hearing. For example, tearing down a major structure in the community – like a church.

DESIGN GUIDELINES: The laws that are already in place should only be a guideline. Julian recommended contacting Pittsford to obtain a copy of their design standards. He said the mayor there is very active in preservation and would probably be happy to send them a copy. He also said he has a newsletter on design standards available on the web.

ENERGY CODE: Ron Vendetti inquired about the new energy codes. Julian believes that historic buildings do not have to meet the new energy codes.

**EXECUTIVE
SESSION**

A motion was made by Andrea Rebeck and seconded by Matthew Ballard to enter into executive to discuss a specific property at 5:48pm.

5 Ayes

1 Nay Aric Albright

Moved by Mariadele Theodorakos and seconded by Aric Albright to close executive session at 6:37pm.

ADJOURN:

A motion was made by Aric Albright and seconded by Ballard to adjourn the meeting at 6:38 pm.

