



# DESIGN REVIEW COMMISSION

## MINUTES (FINAL)

WEDNESDAY, MARCH 23, 2022

6:00 P.M.

CITY COUNCIL ROOM

**CALL TO ORDER:** Rob DuBoff, Vice Chair, called the meeting to order at 6:01 P.M.

**PRESENT:** Rob DuBoff, Vice Chair; Leslie DiCarlo; Chris Bennett;  
Jeff Gritsavage; Tad Roemer; Karen Cavotta, Alternate

**ABSENT:** Tamie Ehinger, Ellen Sheehan

**STAFF:** Amanda Tucker, Senior Planner, City of Saratoga Springs

### **A. APPROVAL OF MEETING MINUTES:**

Rob DuBoff, Vice Chair, made a motion to approve the March 9, 2022 DRC Meeting Minutes as submitted. Leslie DiCarlo seconded the motion.

Rob DuBoff, Vice Chair, asked if there was any further discussion. None heard.

### **VOTE:**

Rob DuBoff, Vice Chair, in favor; Leslie DiCarlo, in favor; Chris Bennett, in favor; Jeff Gritsavage, in favor; Tad Roemer, in favor; Karen Cavotta, Alternate, in favor

**MOTION PASSES: 6-0**

### **B. POSSIBLE CONSENT AGENDA ITEMS:**

**NOTE:** The intent of a consent agenda is to identify any application that appears to be “approvable” without need for further evaluation or discussion. If anyone wishes to further discuss any proposed consent agenda item, then that item would be pulled from the “consent agenda” and dealt with individually.

- 1. #20220205 42 PARK PLACE OUTSIDE SEATING,** 42 Park Place, Architectural Review of a sidewalk café within the Neighborhood Complementary Use-2 District.

Rob DuBoff, Vice Chair, asked if there were any questions or comments from the Commission regarding this application. None heard.

Rob DuBoff, Vice Chair, asked if anyone in the audience wished to comment on this consent agenda item. None heard.

Rob DuBoff, Vice Chair made a motion in the matter of 42 Park Place Outside Seating, 42 Park Place, the DRC issues the following decision on March 23, 2022 – Approve as submitted or shown on the attached plans. Chris Bennett seconded the motion.

Rob DuBoff, Vice Chair, asked if there was any further discussion. None heard.

**VOTE:**

Rob DuBoff, Vice Chair, in favor; Chris Bennett, in favor; Leslie DiCarlo, in favor; Jeff Gritsavage, in favor; Tad Roemer, in favor; Karen Cavotta, Alternate, in favor

**MOTION PASSES: 6-0**

**C. DRC APPLICATIONS UNDER CONSIDERATION:**

**1. #20220170 493 BROADWAY-THE BROADWAY GRIND SIGN**, 493 Broadway, Historic Review of wall signage within the Transect-6 Urban Core District.

Agent: Adam Wakulenko, Adirondack Sign Company

Mr. Wakulenko stated he understands there is concern regarding the letters and how they are adhered to the façade. We are proposing to use exterior grade double sided tape to adhere the dimensional lettering to the building. It is easily removable unlike silicones which were previously used.

Rob DuBoff, Vice Chair, stated it was his concern regarding damage to the building when the lettering needed to be removed. The application of the lettering to the building in this manner is fine.

Rob DuBoff, Vice Chair, questioned if there was anyone in the audience who wished to comment on this application.

Jeff Gritsavage made a motion in the matter of the application of The Broadway Grind Signage, 493 Broadway, the DRC issues the following decision on March 23, 2022 – Approve as submitted or shown on the attached plans. Tad Roemer seconded the motion.

Rob DuBoff, Vice Chair asked if there was any further discussion. None heard.

**VOTE:**

Rob DuBoff, Vice Chair, in favor; Chris Bennett, in favor; Leslie DiCarlo, in favor; Jeff Gritsavage, in favor; Tad Roemer, in favor; Karen Cavotta, Alternate, in favor

**MOTION PASSES: 6-0**

**2. #20220087 126 WEST AVENUE NEW MIXED-USE**, 126 West Avenue, Consideration of deferral of Lead Agency Status for coordinated SEQRA Review for a new mixed-use development within the Transect-4 Urban Neighborhood District.

Agent: Dave Ingles, Ingles & Associates

Mr. Ingles stated he is before the Board this evening to request consideration of deferral of Lead Agency to the Planning Board for SEQRA Review. Mr. Ingles provided a brief overview of the two-story mixed-use building on the corner of West and Grand Avenues. The proposal is a two-story mixed-use building with 4200 sq. ft. office space, a studio apartment above and 4 – two story townhouses. Parking will be in the rear of the site. We are requesting variances from the ZBA.

Rob DuBoff, Vice Chair, questioned the applicant if they have considered any type of proposed materials for the project.

Mr. Ingles stated they are collaborating with an architect and are aware of the T- 4 district requirements. No materials have been chosen at this time. Mr. Ingles stated they are proposing conversations with the DPW regarding the civic space. It will be aesthetically pleasing.

Rob DuBoff, Vice Chair, provided information to the applicant's agent regarding the DRC's concern with the integrity of type of materials to be used.

The DRC provided information to the applicant's agent regarding the project, civic space, placement of the project on the site, and future conversation with city staff as well as the complete streets committee as the project progresses.

Rob DuBoff, Vice Chair, suggested the applicant may wish to contact the City Attorney or Real Estate Committee regarding purchasing this corner of property owned by the City.

Rob DuBoff, Vice Chair, asked if anyone in the audience wished to comment on this application. None heard.

Rob DuBoff, Vice Chair, made a motion in the matter of the 126 West Avenue New Mixed-Use Building, 126 West Avenue, the DRC defers Lead Agency for SEQRA to the Planning Board. Leslie DiCarlo seconded the motion.

Rob DuBoff, Vice Chair asked if there was any further discussion. None heard.

**VOTE:**

Rob DuBoff, Vice Chair, in favor; Chris Bennett, in favor; Leslie DiCarlo, in favor; Jeff Gritsavage, in favor; Tad Roemer, in favor; Karen Cavotta, Alternate, in favor

**MOTION PASSES: 6-0**

**3. #20211224E SPENCER CONDOMINIUMS METAL PARTITION, 55 Phila Street, Historic Review of a metal partition within the Transect-6 (T-6) Transect-6 District.**

Rob DuBoff, Vice Chair, stated the applicant is not present this evening. Staff has been in contact with the applicant. We will move forward with discussion on this application. If there is additional information requested by the DRC, we will table the application until the next meeting.

Amanda Tucker, Senior Planner, provided a visual of the design the applicant is proposing. They are now proposing to add additional ironwork over the mesh overlay to give it a more decorative look. The ironwork proposed mimics the ironwork over the archway entrance.

Discussion ensued regarding the information provided by the applicant's agent.

Rob DuBoff, Vice Chair, asked if anyone in the audience wished to comment on this application. None heard.

Leslie DiCarlo made a motion in the matter of the Spencer Condominiums Metal Partition, 55 Phila Street, the DRC issues the following decision on March 23, 2022 – Approve as submitted or shown on the attached plans. Jeff Gritsavage seconded the motion.

Rob DuBoff, Vice Chair, asked if there was any further discussion. None heard.

**VOTE:**

Rob DuBoff, Vice Chair, in favor; Chris Bennett, in favor; Leslie DiCarlo, in favor; Jeff Gritsavage, in favor; Tad Roemer, in favor; Karen Cavotta, Alternate, in favor

**MOTION PASSES: 6-0**

**4. #20220031 KLEIN & BRONTOLI PORCH MODIFICATIONS, 49 Bryan Street, Historic Review of porch Modifications within the Urban Residential-2 (UR-2) District.**

Applicant: Mr. Klein

Mr. Klein stated they had chosen the star design to provide a small accent to the building. The Saratoga Springs Preservation Foundation in their correspondence requested a simple railing be chosen. We believe this is a simple railing. Mr. Klein stated if you use the standard of the Queen Ann period, the designs for railings were much more ornate and decorative than this. Photographs of sample railings used at that period were provided to the Commission.

Discussion ensued among the Board regarding the applicant's choice for the railing.

Rob DuBoff, Vice Chair, asked if anyone in the audience wished to comment on this application. None heard.

Tad Roemer made a motion in the matter of the Klein and Brontoli Porch Modifications, 49 Bryan Street, the DRC issues the following decision on March 23, 2022 – Approve with the following conditions – Booster rail on back porch approved if required by insurance or building department. Jeff Gritsavage seconded the motion.

Rob DuBoff, Vice Chair asked if there was any further discussion. None heard.

**VOTE:**

Rob DuBoff, Vice Chair, in favor; Chris Bennett, in favor; Leslie DiCarlo, in favor; Jeff Gritsavage, in favor; Tad Roemer, in favor; Karen Cavotta, Alternate, in favor

**MOTION PASSES: 6-0**

**4. #20220201 WEIBEL AVENUE ICE RINK ADDITION, 30 Weibel Avenue, Advisory Opinion to the City Council regarding a single-story addition to the Weibel Avenue Ice Rink within the Transect-4 District.**

Applicant: Dan Rodecker, Skidmore College

Agent: John Paone, Paone Architecture

Mr. Rodecker stated what is being proposed is part of a licensing agreement with the City of Saratoga Springs. This is 3200 sq. ft. addition to the Weibel Avenue Ice Rink. Skidmore has their team lockers in this location. The college would like to build a larger locker room with better facilities. A visual of the site was provided along with the proposed addition which is barely visible from the street. They will maintain the trees along the construction area to the extent possible. Floor plans of the site were provided as well as views of all elevations. The current building is a pre-engineered building, and we will match the roof, siding and trim which currently exist on the site.

Discussion ensued among the Board, and it was the consensus of the Commission this was a good project.

Rob DuBoff, Vice Chair, asked if anyone in the audience wished to comment on this application. None heard.

Rob DuBoff made a motion in the matter of the Advisory Opinion to the City Council for the Weibel Avenue Ice Rink Addition, 30 Weibel Avenue the DRC issues the following decision on March 23, 2022 – Favorable Advisory Opinion to the City Council. Chris Bennett seconded the motion.

Rob DuBoff, Vice Chair, asked if there was any further discussion. None heard.

**VOTE:**

Rob DuBoff, Vice Chair, in favor; Chris Bennett, in favor; Leslie DiCarlo, in favor; Jeff Gritsavage, in favor; Tad Roemer, in favor; Karen Cavotta, Alternate, in favor

**MOTION PASSES: 6-0**

**6. #20220171 17 DIAMOND PLACE, EXTERIOR MODIFICATIONS, 17 Diamond Place, Historic Review of exterior modifications of an existing single-family residence within the Urban Residential-3 (UR-3) District.**

Applicant: Caren Hoffman

Agent: Sue Davis, SD Atelier Architecture

Ms. Davis provided a view of the project site and building. There has been renovation done to the project in the past. It is currently covered in vinyl siding, doors showing wear and tear and vinyl windows, not materials considered historically appropriate. Ms. Davis provided a visual context of the neighborhood showing older buildings, new construction showing a mixture of materials as well. The proposal is to remove the yellow vinyl siding which currently exists on the house, and replace the windows. They are not code compliant for egress or light and ventilation. In the rear there is an odd configuration of windows, and a screen porch which is out of character, older and in need of attention or removal. We are proposing to change the configuration of the windows in the rear. Ms. Davis provided history of the structure and believes carriage house doors are currently underneath the yellow vinyl siding on the front facade. The window configuration in the front gable is very odd. We are attempting to keep natural light in this area which is a stairwell. We are considering replacing that window with a large pane of glass to simplify the area as opposed to the multipaned window which currently exists and consider type of grid to break up the glass. The door will be replaced with a thermally better one keeping the style simple in character. On the rear elevation a sketch of that elevation without the screen porch but type of pergola which is not under consideration currently. Ms. Davis reviewed all elevations and noted again, removing the siding, and introducing better consistency among the windows. The windows on the left are shorter than the right considering the kitchen area. The windows on the left represent the living room area and these windows will allow more natural light. There is also a set of French doors which lead out to the screen porch, and we propose removing and replacing those with a new set of French doors with sidelights to allow for as much natural light as possible while providing code compliance with egress and ventilation. Moving to the east elevation the applicant is proposing changing the double hung window to a casement window to meet building code and a new door as proposed in the sketch. Cut sheets were also provided to the Commission for the file. The window openings will remain as is just the style with more natural light while meeting egress code requirements. We are proposing Anderson 400 series for the windows, in white. Example of the proposed door was also provided. Existing interior photographs were provided showing the proposed new larger windows and French door and sidelights. We are proposing fiber cement siding, but we really would like to understand what underneath is. The diamond shape windows will remain on the front elevation.

Rob DuBoff, Vice Chair, questioned even though this is a pre-existing non-conforming building, does building code factor in.

Ms. Davis stated you must meet egress compliance.

Discussion ensued among the Commission regarding the type of window proposed, meeting current egress requirement code, and what currently exists under the vinyl siding, visibility from the alley, alignment of the windows on the rear.

Ms. Davis stated we have received comments from the Saratoga Springs Preservation Foundation regarding the rear windows and keeping them both the same size. It is the rear of the structure and not as visible and not the prominent façade. The transom windows up high do align and there is consistency but additional light in the living room is what the applicant is requesting. We are trying to work with the window openings that are there.

Jeff Gritsavage stated he has no problems with the fenestrations on the building clearly it has been an adaptive re-use. The large front window in the gable is appropriate and prefers a true divided light in this area. He does feel trying to preserve the wood is important. It is not a barn it is a home. We want to see it, with those doors and the siding because it is what they used. You have done a good job with the design and its going in the right direction. Keeping this home as genuine as possible adds to the value of the home.

Ms. Davis questioned if the Commission would be amenable to wood siding on the front façade and fiber cement on the other three sides.

Rob DuBoff, Vice Chair, noted it would be important to see what is under the current vinyl siding before a determination is made regarding materials for the three other sides of the building.

Leslie DiCarlo stated she has no problems with the windows. Opening the large window in the hayloft area is a good idea since it reflects on its original use. The main issue is preserving the original siding which you will not know until you remove the vinyl. We can approve the fenestrations and have the applicant return once they determine what is behind the vinyl siding.

Rob DuBoff, Vice Chair, spoke regarding the large front window on the front elevation. He would prefer to see that as a full casement window, almost extending the heavy mullion all the way down then it would read more of what would have been up there as a hayloft door where both sides open out, rather than what you are proposing. The Vice Chair still was unclear regarding when the egress requirement for window replacement is applicable.

Amanda Tucker, Senior Planner, stated when an applicant is replacing a window it must be brought up to code. If they were not touching the windows, it would not be an issue.

Chris Bennett suggested the screen porch could work if it were painted and small were changes made.

Rob DuBoff, Vice Chair, stated we are inclined to approve the fenestrations as presented this evening. Regarding the siding we will table that portion of the application until the applicant does destructive analysis. Removal and replacement of the front door is included in this approval.

Rob DuBoff, Vice Chair, asked if anyone in the audience wished to comment on this application. None heard.

Jeff Gritsavage made a motion in the matter of the application of 17 Diamond Place Exterior Modifications, 17 Diamond Place, the DRC issues the following decision on March 23, 2022 – Approve with the following conditions – Fenestrations approved as presented, including windows and doors. The applicant will return before the DRC following siding discovery. Leslie DiCarlo seconded the motion.

Rob DuBoff, Vice Chair, asked if there was any further discussion. None heard.

**VOTE:**

Rob DuBoff, Vice Chair, in favor; Chris Bennett, in favor; Leslie DiCarlo, in favor; Jeff Gritsavage, in favor; Tad Roemer, in favor; Karen Cavotta, Alternate, in favor

**MOTION PASSES: 6-0**

**6. #20210456 64 LUDLOW NEW ACCESSORY STRUCTURE, 64 Ludlow Street, Historic Review of a proposed 10-stall detached garage for an existing condominium building within the Urban Residential-1 District.**

Agent: Paul Valente, President, HOA; Dr. Anne Rogan, Vice President, HOA

Mr. Valente stated at the previous meeting there were comments noted from the Board. Based on those comments we have made changes. The overhang is being increased from 12" to 18". The center of the building will be bumped out 18" and bricked to match the building. The doors are changed to a more historic looking door to match the front entranceway of the building.

Rob DuBoff, Vice Chair, stated there are double hung windows on the north and south elevations and those will be double hung aluminum clad.

Discussion ensued among the Board regarding the front gable the panel system and replacing it with a wood cedar shingle to match that on the main building. Also, removal of the shutters on the windows and materials for the garage.

Rob DuBoff, Vice Chair, asked if there was any further questions or comments from the Commission. None heard.

Karen Cavotta, Alternate, made a motion in the matter of 64 Ludlow New Accessory Structure, 64 Ludlow Street, the DRC issues the following decision on March 23, 2022 – Approve with the following conditions – Windows to be aluminum clad,

cut sheets of manufacturer to be submitted. Remove shutters. Remove panels in the front gable and replace with wood cedar shingles. All wood siding and trim would be an option for the applicant. Chris Bennett seconded the motion.

Rob DuBoff, Vice Chair, asked if there was any further discussion. None heard.

**VOTE:**

Rob DuBoff, Vice Chair, in favor; Chris Bennett, in favor; Leslie DiCarlo, in favor; Jeff Gritsavage, in favor; Tad Roemer, in favor; Karen Cavotta, Alternate, in favor

**MOTION PASSES: 6-0**

**UPCOMING MEETINGS:**

Design Review Commission Caravan, Wednesday, April 6, 2022, at 5:00 P.M.

Design Review Commission Meeting, Wednesday, April 13, 2022, at 6:00 P.M.

**MOTION TO ADJOURN:**

There being no further business to discuss Rob DuBoff, Vice Chair, adjourned the meeting at 8:07 P.M.

Respectfully submitted,

Diane M. Buzanowski  
Recording Secretary

**Minutes approved on April 13, 2022**