

# OHPC

## Public Meeting Minutes

February 4, 2021

Virtual Go to Meeting

- **Call to order** at 7:06 PM

**Attendance:** Present: Commissioners Bigsby, Overhiser, Kennedy, Knickerbocker. Absent: Gates. Mayor Mike Baratta signed on as original “host” and turned hosting over to Chair Bigsby before meeting started.

- **Public Attendance:** Scott MacDonald, applicant, and Executive Director of the Tioga County Historical Society Museum at 110 Front Street
- **Public Comments:** Scott MacDonald encouraged all to attend a current US Flag exhibit at the Museum.
- **Review of letter from OHPC to FEMA** (Abbie Kiley, Disaster Assistance Manager, NYS Division of Homeland Security & Emergency Services) as requested by Scott MacDonald, Executive Director of the Tioga County Historical Society Museum at 110 Front Street. The purpose of the letter is to provide FEMA with information regarding COA approval for 5 proposed flood mitigation proposals. The OHPC decided it would not approve two proposals but would be open to approving three other proposals if they were presented as official applications. Chair Bigsby motioned to accept the content of the letter and to send it to FEMA. Commissioner Knickerbocker seconded the motion. All voted to approve. Motion passed. Chair will forward a signed letter to Scott MacDonald for him to send to FEMA.
- **COA Review for application # 202124-2, 68 Paige Street,** Rick Shimer Property owner (absent) Commissioner Kennedy motioned to approve the following **Findings of Facts:**

The proposed project for 68 Paige Street is for the exterior of the house which is in good condition. The focus will be on window repair and front porch repair/replacement on the W elevation with the intention to repair and replace what is needed and to maintain the upgraded look of the house. For the porch: The concrete stairs leading up to the front porch will be replaced in kind. Soffit panels under the porch will be replaced by cedar planks or sanded plywood. Posts will be replaced using Cedar lumber. Railing and balusters will be replaced using pine/cedar components. Deck boards will be made of NE White Pine of Cedar Lumber. Window style will remain the same. Glass will be replaced where needed. The wooden window frames will be sanded and where needed will be replaced with like wood. This repair/replacement work is entirely done on non-original parts of the house. The materials used will be matched with the current exterior material type wherever possible and necessary.

References:

OHPC Design Guidelines 2019: p. 8 Windows and Doors, p. 11 Porches/Entryways/Decks  
The Secretary of the Interior's Standards for the Treatment of Historic Properties 2017, p. 102 Windows, p. 102 Windows, p. 110 Entrances and Porches

Pursuant to the State Environmental Quality Review (SEQR) it has been determined by the OHPC that this proposal constitutes a TYPE II action as defined under 6 CRR-NY 67.5(c).

Any additional work or changes not described above will require further review by the OHPC.

All work will be conducted according to applicable Village Code.

Commissioner Overhiser seconded the motion to approve the FOF for the application. All voted in favor of the motion. **Motion passed.**

Based upon the Findings of Facts for application # 202124-2, 68 Paige Street, Commissioner Overhiser made a motion to approve a COA for the project. Commissioner Knickerbocker seconded the motion. All voted in favor of the motion. **Motion to issue the COA passed.**

- **COA Review for application # 202124-3, 442 Front Street,** Rick Shimer Jr Property owner (absent) Application **was deferred** until March 1, 2021 meeting. Commissioners needed information on the application clarified.
- **Approval of Minutes from December 9, 2020.** Chair Bigsby recommended an edit to delete a paragraph that had been inadvertently inserted in the minutes from minutes of a previous meeting. Kennedy moved to approve with correction, Overhiser seconded. All approved. Motion passed.
- **Informal Discussion of ongoing approved projects and/or potential upcoming applications:**  
Commissioner Overhiser began a discussion about the role of the OHPC in reviewing work on properties that have lost much of their original integrity. It was discussed that we do not require owners of changed properties to rehabilitate to the original design but would support them if they would want to. Routine Maintenance/Repair in kind holds true. We also are concerned about properties that have rehabilitation challenges because we want to support the compatibility within neighborhoods and the District, as a whole. We also want to encourage that properties remain "healthy" so that future owners might have something to work with if they decide to rehabilitate the property back to its original era.

- **Pillars of Preservation Awards 2020**

For approval, Bigsby presented draft of letter to recipients. Letter approved. Overhiser suggested that a plaque be purchased and engraved with the honorees' names each year in a cumulative column. The plaque should be placed in or near the Village's Board meeting room. Bigsby will follow up on this idea. OHPC will write a Press Release about the award and the recipients. We will ask Board Trustee and OHPC Liaison, Laura Eberly, to interview her father, John Spencer; Phoebe Morris and Commissioner Kennedy will write up a bio about the late John Shafer; Commissioner Knickerbocker will interview Pat Hansen; Commissioner Bigsby will interview David Allen. Letters and interviews will be done ASAP, before the year's end. Overhiser has designed a certificate which will be framed and presented to each honoree. Photos need to be provided at the time of the interviews. Reception to be held post COVID.

- **Chair Report:**

Bigsby reminded Commissioners that the Preservation League has provided us with **Links to Preservation League Webinars** of interest to historic Property owners. Also, the Preservation League has developed a **CE webinar for licensed real estate agents** regarding historic properties and districts. Both of these links will be posted to the OHPC section of the Village Website. Commissioners need 4 hours of CE each year.

Chair was invited by Team Tioga member, Brittany Woodburn to attend a meeting at former "**Tioga Trails**" building to discuss façade issues with Village CEO and others. Looks like scaffolding will be ordered by CEO.

DRI application for **196-198 Front Street** has been deferred to March meeting so that we can have drawings provided by contractor.

Chair submitted report to BOT for Nov and Dec 2020 and January 2021. Our January meeting was cancelled due to no applications and lack of quorum.

Chair received **CLG annual SHPO review** for the OHPC and will be working on this for submission.

Wendy Deis contacted Chair regarding a new **Rotary sign** on 17C E entering Village. This is not in Historic District. Welcome Sign will be a gift from Rotary.

- **Welcome Packet:** Ready to go. Knickerbocker suggested looking at Deed transfers in local papers to record new property owners in the Historic District. We could put the word out on Facebook and as a Press release for contact info for new property owners.

- No OHPC Budget line in Village Budget. Need to get reimbursement through Village Clerk for expenses. It has been recommended by Elaine Jardine that Village Committees (Planning, ZBA) and Commission have a common recording secretary paid by the Village.
- Part-time CEO has been approved to work with full time CEO.

**Adjournment:** 8:44 PM

Respectfully submitted by Nadine Bigsby with assistance from James Overhiser

Next OHPC Meeting March 4 ,2021 at 7 PM, Virtual.