



**City of Poughkeepsie
Historic District and Landmarks Preservation Commission
Meeting Agenda**

Common Council Chambers

Thursday, June 13, 2024

6:00 PM

I. APPROVAL OF MINUTES

1. Approval of May 9, 2024 Minutes

II. APPLICATION OF CERTIFICATE OF APPROPRIATENESS

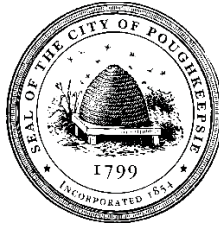
1. **30 GARFIELD PLACE**
Applicant: Leah Atlas
Project: Fence repair and window replacement

III. COMMISSION BUSINESS

1. Work Session Updates
2. Vote for Vice Chair

IV. ADJOURNMENT

1. Adjourn meeting to July 11, 2024



City of Poughkeepsie
Historic District and Landmarks Preservation Commission
DRAFT MINUTES
Thursday, May 9, 2024 6:00 PM

Attendance

Brian Hooper
Elisa Li
John Bartelstone
Anthony LaRocca
Thomas Parise

Staff

Tyler Maegerle, Junior City Planner

Excused

Tim McQueen

I. CALL TO ORDER

II. APPROVE MINUTES

Approve April 11, 2024 Minutes
Motion: Anthony LaRocca
Second: Elisa Li
Carried: 5:0:0

III. APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

1. 104 ACADEMY STREET

Applicant: Eric Wu
Project: Painting

Presenting: Contractor for project

A motion was made to approve COA
Motion: Anthony LaRocca
Second: Elisa Li
Carried: 5:0:0

2. 81 SOUTH HAMILTON STREET

Applicant/Owner: Terry & Elizabeth Horner
Project Classification: Exterior Repairs

Presenting: Terry Horner, owner

A motion was made to approve COA
Motion: Elisa Li
Second: Anthony LaRocca
Carried: 5:0:0

IV. COMMISSION BUSINESS

Landmark Society Conference Summary

Motion was made to adjourn meeting

Motion: Anthony LaRocca

Second: Elisa Li

Carried: 5:0:0

For more details regarding the meeting, please visit the [Meeting Webcast](#) or the [Agendas and Minutes](#) page on the [City of Poughkeepsie](#) website.



**THE CITY OF POUGHKEEPSIE
NEW YORK
BUILDING DEPARTMENT
62 CIVIC CENTER PLAZA, 2ND FLOOR
POUGHKEEPSIE, NY 12601
Phone: (845) 451-4007 Fax: (845) 451-4006**

Staff Use Only
Application #
ID #

**THE HISTORIC DISTRICT & LANDMARKS PRESERVATION COMMISSION
APPLICATION**

(Type or print neatly. Illegible applications will not be accepted.)

APPLICANT INFORMATION

Project Address: 30 Garfield Place, Poughkeepsie, NY
Applicant Name: Leah Atlas
Applicant's Address: 590 W. Kennedy Blvd.
City: Lakewood, NJ 08701
State/Zip: New Jersey, 08701
Email: Leah.a@lienfreemanagement.com
Phone Number(s): 732-534-4518 x111

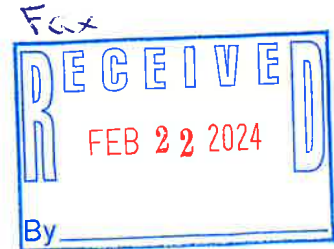
Property Owner (if not the applicant): _____
(If applicant is not the property owner, a letter of authorization from the owner **MUST** accompany the application.)

PROJECT CLASSIFICATION (Check all boxes that apply to the proposed project):

- ☐ New construction (construction of a new building, addition, garage, shed, swimming pool, etc)
- ☒ Exterior alteration (includes, but is not limited to, all exterior changes to windows, doors, roof, paint colors, etc)
- ☐ Landscaping (removing or adding significant plantings or landscape features such as driveways, sidewalks, fencing, retaining walls, patios, etc., that will alter the appearance of the property)
- ☐ Repair or replacement
- ☐ Restoration (railings, balconies, cornices, porches, etc.)
- ☐ Relocation
- ☐ Demolition
- ☐ Other: _____



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WORK DESCRIPTION (Describe in detail all proposed work and indicate all materials to be used. Attached the manufacturer's product literature if available. Please keep in mind that the information you give to the Commission is the only description they will have of your design. It must illustrate what you have in mind very accurately.) Attach additional sheets as required.):

Replace window and fencing

REQUIRED ATTACHMENTS TO SUBMIT WITH THE APPLICATION (Please submit the following attachments in triplicate):

Recent Color Photos: Include photos of each side of the building (and site when landscaping changes are proposed) with close-ups of the specific area(s) to be changed.

Color chips, charts or color samples: If your plans include paint or stain, describe the color(s) and include a sample along with information on color placement. A good way to show the color scheme is to color one or more of the elevations.

Material Samples/Manufacturer's Brochures: Material samples (when possible), manufacturer's brochures, product literature or catalog pages.

Plot Plan: A plot plan must be included for new construction, additions, demolition, fencing and major landscaping projects. The plan must be drawn to scale, indicating property lines, existing structures and/or landscaping, their relationship to adjacent structures and any proposed changes.

Elevation drawings: Include all relevant views at the scale necessary to show building detail. The elevations should be accurately labeled with cardinal directions. The existing building should be included with as much detail as necessary to show how the old and the new relate to each other.

OWNER/APPLICANT SIGNATURE:

I hereby certify that I understand this application will not be accepted until all requested information has been supplied. I also understand that this application may require a site visit and/or public hearing by the City of Poughkeepsie Historic District and Landmarks Preservation Commission

Signature of Owner
Date: _____

OR 

Signature of Agent/Applicant
Date: 2/22/2024



Nominal panel height (ft.)

6 ft

[See Similar Items](#)

Nominal panel width (ft.)

8 ft

[See Similar Items](#)

Panel Design

Privacy

[See Similar Items](#)

Picket Top Style

Pointed

[See Similar Items](#)

Number of pickets for panels

26

[See Similar Items](#)

Fencing Installation Type

No Dig

[See Similar Items](#)

Features

Paintable

Pressure Treated

Stainable

Panel Top Shape

Flat

[See Similar Items](#)

Dimensions

Actual backer rail length (in.)

96 in

Actual backer rail width (in.)

2.5 in

Actual panel thickness (in.)

2.5 in

Nominal backer rail length (in.)

96 in

Nominal backer rail width (in.)

3 in

Nominal panel width (ft.)

8 ft

Actual backer rail thickness (in.)

1.5 in

Actual panel height (in.)

72 in

Actual panel width (in.)

96 in

Nominal backer rail thickness (in.)

2 in

Nominal panel height (ft.)

6 ft

Specifications

Dimensions: H 23.25 in, W 35.75 in, D 3.313 in



Width (in.) x Height (in.)

35.75 x 23.25

[See Similar Items](#)

Glazing Type

Double-Pane

[See Similar Items](#)

Window Use Type

Replacement

[See Similar Items](#)

Grid Pattern

No Grid

[See Similar Items](#)

Window Handing

Left and Right-
Hand/Opening

[See Similar Items](#)

Glass Type

Insulated Glass
Low-E Glass

Frame Material

Vinyl

[See Similar Items](#)

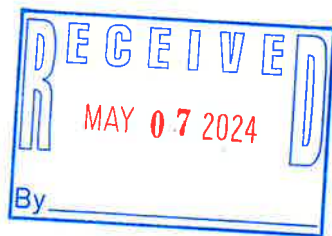
Dimensions

Grid Width (in.)

None

Jamb Depth (in.)

3.313 in







03/28/2024

3/28/24 9:34 AM

Page 8 of 17



07/24/2023

7/24/23 1:32 PM



07/24/2023

7/24/23 12:36 PM



04/05/2024

4/5/24 4:32 PM



07/24/2023

7/24/23 1:37 PM



03/28/2024

3/28/24 9:34 AM

Page 13 of 17



03/28/2024

3/28/24 9:32 AM

Page 14 of 17



03/28/2024

3/28/24 9:33 AM

Page 15 of 17



07/31/2023

7/31/23 10:12 AM



07/31/2023

7/31/23 11:03 AM

Page 17 of 17