

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

Common Council Chambers
Thursday, September 8, 2022
6:00 PM

I. APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

1. 115 Academy Street

Applicant information:

Name: Elisa Li

Address: 115 Academy Street, Poughkeepsie, NY

Project classification: Exterior Alteration & Repair or Replacement –
replacement of portions of roof and metallic coating

2. 126 Academy Street

Applicant information:

Name: Gerardo & Julie Gutierrez

Address: 126 Academy Street, Poughkeepsie, NY

Project classification: Exterior Alteration – installation of ductless mini-split
units and lines.

II. New/Old Business



Gary E. Beck, Jr.
Building Inspector

THE CITY OF POUGHKEEPSIE NEW YORK BUILDING DEPARTMENT

62 CIVIC CENTER PLAZA, POUGHKEEPSIE, NY 12602
Phone: (845) 451-4007 Fax: (845) 451-4006

Staff Use Only
Application #
ID #

THE HISTORIC DISTRICT AND LANDMARKS PRESERVATION COMMISSION APPLICATION

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

APPLICANT INFORMATION

Project Address: 115 Academy Street, Poughkeepsie, NY 12601

Applicant Name: Elisa Li

Applicant's Address: 115 Academy Street

City: Poughkeepsie

State: New York

Zip: 12601

Phone Number(s): 917-405-2218

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: _____

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 necessary.

1. Replacement of existing EPDM roof (+/- 30SF) on north side with new EPDM.
2. Replacement of existing metallic coating above 2nd FI porch with new EPDM.
3. Replacement of existing coating and shingle roof above front porch with EPDM and new shingles.

See addendum for reference photos and new shingle material specifications/images.

REQUIRED ATTACHMENTS TO SUBMIT WITH THE APPLICATION (Please submit "hard" copies of 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.

IMPORTANT: PLEASE NOTE THAT A DIGITAL/ELECTRONIC COPY OF ENTIRE SUBMISSION IS ALSO REQUIRED.

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

Elisa Li

Signature of Owner

Date: 8/4/22

OR

Signature of Agent/Applicant

Date: _____

**The City of Poughkeepsie, NY Building Department
The Historic District and Landmarks Preservation Commission Application - Addendum**

Work Description Attachment

Location: 115 Academy Street

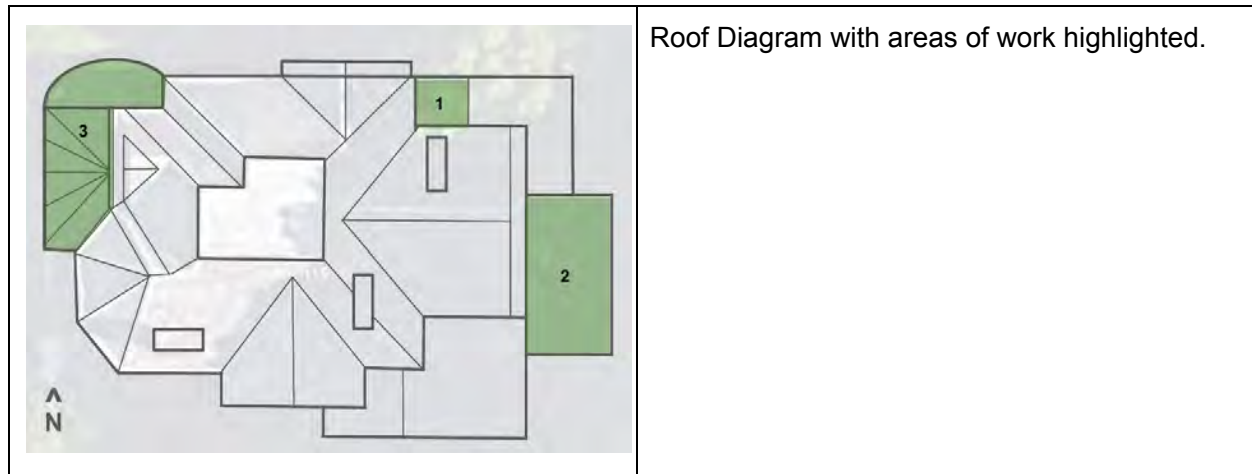
Applicant Name: Elisa Li

Reference Images:



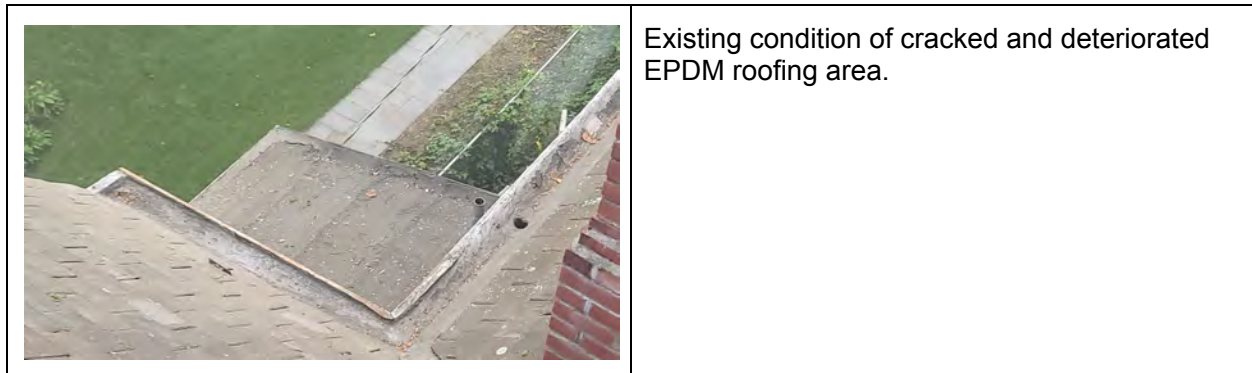
Front and back exterior facades for reference.



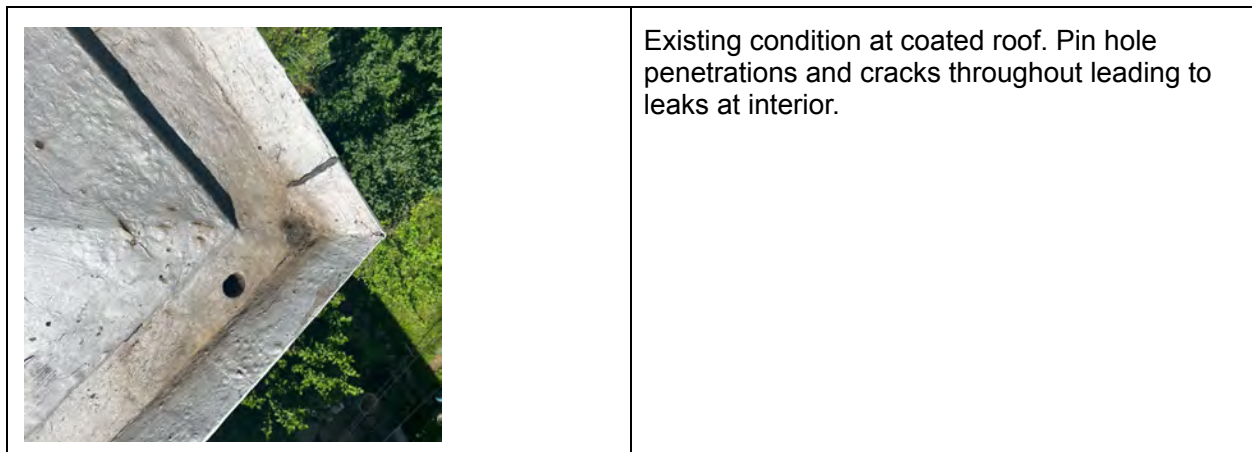


Areas of Work:

1. Replace deteriorated EPDM roof with new 60 mil EPDM material. Existing roofing material to be removed. Underlayment to be reviewed for damage and replaced as necessary.



2. Replace deteriorated metallic coating with new 60 mil EPDM material. Existing coating material to be removed and roof surface prepped for EPDM installation.





Existing condition at coated roof. Pin hole penetrations and cracks throughout leading to leaks at interior.

3. Replace existing coated roof surface with new 60 mil EPDM and existing asphalt shingles with new slate-look shingles. Underlayment to be reviewed for damage and repaired as necessary. Underside of soffit to be repaired where damaged. New flashing installation where roof meets siding at facade. Gutter trough to be regraded to direct water towards downspouts and mitigate standing water issues.

New proposed shingle material: GAF Slateline - Weathered Slate (see images below)

Alternates for approval due to supply chain disruptions:

(A) GAF Slateline in English Gray Finish and (B) GAF Royal Sovereign in Slate Finish



Existing condition at deteriorated shingle roof and standing water/debris at coated roof.



Existing condition at deteriorated shingle roof and standing water/debris at coated roof.



Existing condition at deteriorated shingle roof and standing water/debris at coated roof.



Proposed GAF Slateline in Weathered Slate finish.





Proposed Alternate (A):
GAF Slateline in English Gray



Proposed Alternate (B):
GAF Royal Sovereign in Slate



**THE CITY OF POUGHKEEPSIE
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BUILDING DEPARTMENT
62 CIVIC CENTER PLAZA, 2ND FLOOR
POUGHKEEPSIE, NY 12601
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**THE HISTORIC DISTRICT & LANDMARKS PRESERVATION COMMISSION
APPLICATION**

INTRODUCTION

Section 19-4.5(5) of the Zoning Ordinance requires that the Historic District and Landmarks Preservation Commission "...shall review all plans for the moving, exterior construction, alteration or repair, landscaping or demolition or any change in the exterior appearance of places, sites, structures or buildings designated landmarks or landmark sites and all places, sites, structures or buildings wholly or partly within the boundaries of a historic district."

STANDARDS AND GUIDELINES

In making its determinations, the Commission uses the guidelines specified in Section 19-4.5 of the Zoning Ordinance as well as the Secretary of the Interior's Standards for Rehabilitating Historic Properties. The Zoning Ordinance may be found on-line on the City of Poughkeepsie's website, cityofpoughkeepsie.com, in the Government section under "Codes & Charter." The Secretary of the Interiors Standards may be found on-line at <http://www.cr.nps.gov/hps/TPS/tax/rhb/stand.htm>.

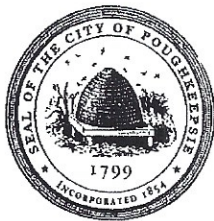
FILING THE APPLICATION

Please read the application instructions carefully and attach all required documentation. Incomplete applications cannot be accepted for review. Please call the Building Department at 451-4007 if you have any questions about the application process or if you would like to schedule a pre-submittal appointment to discuss your application.

Applications are to be filed with the Building Department. The Building Inspector will transmit complete applications, with supporting documentation, to the Commission for placement on the next agenda. Within one week of the filing of the application, the Building Department will send you either a deficiency letter or a letter confirming the scheduling of your application before the Commission.

Applications must be received at least two weeks prior to the regularly scheduled meeting of the Commission. Meetings are scheduled for the fourth Wednesday of each month at 7pm in the Common Council Chambers on the third floor of City Hall at 62 Civic Center Plaza. Walk in applications are not accepted.

You are encouraged to attend the meeting at which the Commission will review your application. This will enable you to answer any questions that are raised by the Commission or neighboring property owners. Once the Commission has determined that the application is complete, the Commission will approve, approve with conditions or deny the application.



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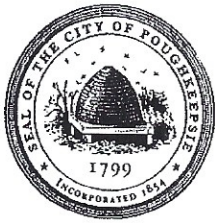
APPLICANT INFORMATION

Project Address: 126 Academy Street Poughkeepsie
Applicant Name: Gerardo Butierrez / Julie Butierrez
Applicant's Address: 126 Academy St.
City: Poughkeepsie
State/Zip: NY, 12601
Email: jokoniewski@hotmail.com
Phone Number(s): (917) 608-4706

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

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[Signature]

Signature of Owner

Date: *8/1/22*

OR Signature of Agent/Applicant

Date: _____

We are planning to install a ductless (mini-split units) AC to our home. Through Rycor LLC.

The mini-split units require lines running on the outside walls. One of the units will affect the front of the house. A line needs to run approximately 3 feet from the top left corner of the window frame of the second floor bedroom window to the gutter on that runs down the front of the house. The vertical portion of the line will be hidden by the gutter as it runs down to the base of the house. Photos are attached.

126 Academy Street

PD2022-107 AC Application

Location of ducts

