

**VILLAGE OF UPPER NYACK  
ARCHITECTURAL REVIEW BOARD MEETING  
Monday, October 18, 2021**

***Minutes***

A meeting of the Architectural Review Board of the Village of Upper Nyack was held on the above date via videoconferencing and called to order at 6:05pm by Chairman, Michael Williams.

**Other board members present:** Silvia Luzi, Eileen McCabe-Sares and Meg Fowler, alternate member.

**Also present:** Janet Guerra, Secretary.

**6:07pm:** Chairman, Michael Williams, opened the meeting and asked for a motion to approve the minutes from the September 13, 2021 meeting.

**MOTION BY:** Member Eileen McCabe-Sares

**SECOND:** Member Silvia Luzi

**VOTE:** Vote: 4-0, 2 absent. **APPROVED.**

**6:12pm: John Fox / Mary Pat Gaffney, 106 Castle Heights Avenue, County Map No. 60.17-02-8.**  
Application for kitchen renovations and window changes on a single-family residence located in the Residence R-4 District.

The Application was represented by the Homeowner, John Fox.

John Fox, the Applicant, explained that this is a 1970s addition presently being used as a bedroom and master bath. They want to convert the space into a kitchen with a small powder room. They are adding windows and installing ship lap cedar siding. He explained that there was a clear distinction between the mid-century addition in contrast to the historic part of the house. He explained that there is currently no siding, the job is not complete, and there's just sheathing that was painted about 40 years ago.

Chairman Michael Williams mentioned that he'd like to be clear as to the intent and asked if there were any comments from the Board.

Alternate Member Meg Fowler stated that the windows shown on the site plan are significantly smaller. She said they appear square; but if the dimensions on the plan are correct, they are more rectangular.

Member Silvia Luzi asked if the dimensions on the plan are correct.

Alternate Member Meg Fowler stated that if the floor plan is correct, there's a lot more glass.

The Applicant said the site plan was correct.

Member Silvia Luzi stated that the elevations do not match the floor plan.

The Applicant stated that proportion-wise it is correct; but scaled it may not be.

Alternate Member Meg Fowler stated that it doesn't measure correctly.

Chairman Michael Williams asked if there were more glass would that be an issue.

Member Silvia Luzi stated that in reviewing the exterior, we should be looking at accurate elevations.

Chairman Michael Williams asked if there was an issue with the aesthetics.

The Applicant stated that the center line is incorrect and that there's more glass to the west side.

Chairman Michael Williams asked what the dimension is between the two windows.

The Applicant stated 4 inches.

Chairman Michael Williams asked if there were any other comments.

Member Silvia Luzi asked if we can vote without the correct drawing.

Chairman Michael Williams stated that we must have public comments and we must have accurate drawings.

Alternate Member Meg Fowler suggested that the Applicant flip the two narrow casement windows to flank the stove which may look better and seem more organized. She also suggested painting the shiplap to match the house so it's not so jarring. She also suggested that the Applicant invest in window coverings because of the amount of visibility into the home.

Chairman Michael Williams asked for a motion to open the public hearing.

**MOTION BY:** Alternate Member Meg Fowler.

**SECOND:** Member Eileen McCabe-Sares.

**VOTE:** 4-0, 2 absent. **APPROVED.**

With no comments from the public, there was a motion to close the public hearing.

**MOTION BY:** Member Silvia Luzi.  
**SECOND:** Chairman Michael Williams.  
**VOTE:** 4-0, 2 absent. **APPROVED.**

Chairman Michael Williams asked for a motion to approve the plan as submitted.

**MOTION BY:** Member Eileen McCabe-Sares.  
**SECOND:** Member Silvia Luzi.  
**ROLL CALL VOTE:**

Chairman Michael Williams: No. Wants drawings resolved prior to approval.

Member Silvia Luzi: No. Wants to see accurate elevations.

Member Eileen McCabe-Sares: No. Wants to see accurate elevations.

Alternate Member Meg Fowler: No. Wants to see accurate drawings.

Chairman Michael Williams stated that the application was rejected for technical reasons. He stated that the followings revisions would be needed:

1. Elevations revised including the accurate location and actual window sizes.
2. Incorporate the color transition.
3. Adjust the finish schedule.

Member Silvia Luzi suggested that the color of the house be subtler; like a light gray.

Chairman Michael Williams called for a break to consult with Village Consulting Attorney, Noelle Wolfson, Esq. by telephone.

Chairman Michael Williams returned from the break and stated that he had spoken to Consulting Village Attorney, Noelle Wolfson, Esq. He stated that if the Board is confident that if the drawings submitted by the Applicant would represent all the intentions that the Board asked for, the Board can conditionally accept the submission. He continued that he felt the Board was very clear about what they wanted revised with the location and size of the windows and confident that the Applicant would do what the Board has asked. The Chairman asked the Secretary to call the roll as to opinions on whether to amend the previous motion:

Member Silvia Luzi presented her drawing showing the windows and said she would be willing to vote yes and accept with conditions.

Member Eileen McCabe-Sares said that as described, she would vote yes to conditionally approve.

Alternate Member Meg Fowler agreed with the casement windows flanking the stove.

The Applicant stated that he agreed with this and that it would not change his window order already placed.

There was an amended motion to conditionally accept the submission with the revised size and location of windows as shown on Silvia Luzi's drawing.

**MOTION BY:** Member Silvia Luzi.

**SECOND:** Chairman Michael Williams.

**ROLL CALL VOTE:**

Chairman Michael Williams: Aye.

Member Silvia Luzi: Aye.

Member Eileen McCabe-Sares: Aye.

Alternate Member Meg Fowler: Aye.

Chairman Michael Williams stated that the Applicants, Mr. Fox and Ms. Gaffney, will meet the requirements of the submittal at 106 Castle Heights Avenue in Upper Nyack, a one-story framed house, as it applies to windows (location and size) based on drawing discussions the Board had and the drawing by Silvia Luzi, which has been accepted into the record. The Board also made non-binding suggestions as to the color of the siding. The Chairman continued that, based on the foregoing, he'd like to conclude the meeting and asked for a motion.

**7:16pm MOTION TO CLOSE THE MEETING:** Member Silvia Luzi

**SECOND:** Member Eileen McCabe-Sares.

**ROLL CALL VOTE:**

Chairman Michael Williams: Aye.

Member Silvia Luzi: Aye.

Member Eileen McCabe-Sares: Aye.

Alternate Member Meg Fowler: Aye.

**Other Business:**

None.

The meeting was adjourned at 7:16pm by Chairman Michael Williams.

Respectfully submitted,

Janet Guerra, Secretary