

**ARCHITECTURAL AND HISTORIC DISTRICT REVIEW BOARD  
VILLAGE OF WARWICK  
NOVEMBER 5, 2024**

**Minutes**

**LOCATION:  
VILLAGE HALL  
77 MAIN STREET, WARWICK, NY  
4:30 P.M.**

The Regular Meeting of the Architectural and Historic District Review Board of the Village of Warwick was held on Tuesday, November 5, 2024, at 4:30 p.m. in Village Hall, 77 Main Street, Warwick, NY. Present was Chairman Michael Bertolini, Vice Chairperson Chris DeHaan, Board Members: Jane Glazman, Matthew LoPinto and Alternate Member Glenn Rhein. Also present was Secretary to the Planning Board, Kristin Bialosky. Other's present: Mariam Gelashuili, Stephanie Keegan, Louis Pasciuto, Jennifer Lemin, Armando Ferreir, Chris Collins, Patty and Charlie Bossolina.

Chairman Michael Bertolini called the meeting to order and led in the Pledge of Allegiance. The Planning Board Secretary held the roll call.

**Acceptance of Minutes**

A **MOTION** was made by Chris DeHaan, seconded by Matthew LoPinto, and carried for the Acceptance of Minutes: October 1, 2024.

The vote on the foregoing motion was as follows: **APPROVED**

Michael Bertolini Aye Chris DeHaan Aye

Jane Glazman Aye Matthew LoPinto Aye

**Discussion:**

**1. 75 Main Street – Visitors Center**  
New Permanent Sign Application

A. Color and Design of Sign

**Discussion:**

The applicant, Stephanie Keegan presented the sign for the Visitors Center. Ms. Keegan explained that they would like to have a sign that says Warwick Valley Chamber of Commerce and Tourism center. Ms. Keegan said the sign would be carved by Raven Lakes Studio and made from a high-density Urethane, primed and painted to match Benjamin Moore Burgandy and Benjamin Moore White Dove. Ms. Keegan also presented different color versions so the AHDRB board would have a choice. Chairman Michael Bertolini said that the other white versions were too white, he said the Burgandy background with the white letters made the building sign pop. The Board all agreed that the burgundy background with the White trim was approved.

The Board Recommended the following: **APPROVED**

- Sign Vcarved from High Density Urethane
- Primed and Painted Background to be Benjamin Moore Burgandy
- Lettering and trim outline to be Benjamin Moore White Dove

## **2. 18 Railroad Ave – Mr. Ferreira**

Seeking approval of Certificate of No Exterior Effect

### A. Color of Shutters and Design

#### **Discussion:**

Mr. Ferreira presented the shutter design and color to be installed on Grappa's building above the restaurant. Vice Chairperson Chris DeHaan expressed a personal observation: authentic shutters are designed to close into the window opening, surrounded by trim, to create a cohesive look. When shutters are merely hung on the building without considering this, they can appear as if they're simply decorative and not functional. This can diminish the genuine aesthetic they're meant to convey as there are no windows in the location of the proposed shutters, a piece of the equation is missing. Vice Chairperson Mr. DeHaan went on to say for the shutters to look authentic, they need to match the interior dimensions of the window. These shutters, at 60 by 15 inches, would fit a 30 by 60-inch window opening. Ideally, there should be trim around the opening and a two-inch sill at the bottom. The shutters also need to have hinges to give the appearance that they could functionally close. Without these details, they look more like decorative add-ons rather than true, functional shutters. Mr. Ferreira said he would put 4" trim, a sill plate and a standard strap style black hinge on the shutters. He explained the shutter material was plastic, and the color would be HC- Chrom Green to match the Demerest Building Shutters. The Board then discussed the design and placement of shutters and window trim to match the building's historical style. It includes using a white trim surround, a four-inch sill, and black strap-style hinges for authenticity. The trim and sill should match the width and height of existing windows for a cohesive look. The Board wanted the new shutters to aligning new 36-inch windows as closely as possible to the existing layout, adjusting the spacing to create a balanced cadence for seven sets of shutters. Centering is planned within the available wall space to maintain visual harmony. Mr. Ferreira then wanted the Boards feedback regarding installing a balcony as he explained to the Board the owner of Grappa would like to add a 40x20-foot balcony, similar to the Demerest's building's design, to replace an existing tented area. The balcony would be positioned above, with open dining space both underneath and above, though the owner primarily envisions dining on the top level due to kitchen constraints. They also discuss architectural expectations, emphasizing that preliminary sketches should be shared before committing fully to the design to ensure it aligns with the historic aesthetic. The feedback was generally positive, from the Board suggesting the idea is feasible as long as the balcony respects the building's historical context. They recommend proceeding in stages, starting with preliminary architectural plans. The conversation ends with confirmation to proceed with shutters for the upper windows, as planned, and to await the formal approval letter.

The Board Recommended the following: **APPROVED**

Color of Shutters and Design

- Seven sets of Plastic Shutters in HC-189 Chrome Green
- 4” Trim around shutters
- Sill plate
- Standard strap style black hinge

**3. 14 Railroad Ave – Lou Pascuito – Eight X Sand**

New Permanent Sign Application

- a. Color, Design and Illumination of Sign

**Discussion:**

Mr. Pacuito presented his sign as designed with a black forest green background, the same color that was approved previously for his building by the Board, and cream lettering. Vice Chairperson DeHaan asked if the sign met the requirements from the Building Inspector and it was confirmed that the sign met the Building Code. The Board liked the sign, and it was approved as presented. Mr. Pasciuto also wanted to present a new color for the exterior boards below his windows to be a different color. He explained that the interior of his restaurant has reclaimed wood for a rustic, lighter aesthetic. Mr. Pasciuto also presented a leaded window for the transom above the front two doors. He explained the transom windows will feature decorative black tape that effectively mimics the look of lead, as he has been unable to find someone to recreate authentic leaded glass. The Board wanted to see an actual sample of the window using the black tape but liked the idea. The Board preferred the applicant to find a source that would make a real leaded glass window. He is also going to use paint over the columns to make them look like old cast iron that has a patina on them. The Board all liked what Mr. Pasciuto presented including the bronze lights presented to go above the doors.

The Board Recommended the following: **APPROVED**

New Permanent Sign and exterior work as presented:

- Sign was approved as presented
- New exterior boards to look like reclaimed wood
- Cast iron looking paint to go over Columns
- Bronze Lights over doors
- **Not Approved:** Transom Window - must re-present at another meeting.

#### **4. 19 Welling Place – Chris Collins, Patty & Charlie Bossolina**

Seeking approval of Certificate of No Exterior Effect

- a. Siding Colors, Asphalt Roof Color, Metal Roof Color, Window Casing Color

#### **Discussion:**

The owners Patty and Charlie Bossolina and Chris Collins their architect presented the new color feeling which was improved from the previous meeting with the Board. The meeting discussed design updates for the building project at 19 Welling. The applicant presented color and material adjustments, including unifying the exterior into a single tone, with black window and door casings, a lighter color for gable ends, and a Galvalume metal roof. While Galvalume is preferred, availability issues were acknowledged, and a backup plan was proposed. Architectural modifications included lowering the sill height on side lights, reducing the roof overhang, and incorporating board-and-batten siding in the gable ends. Plans for signage were reviewed, with signage frames to be mounted on a trim board to avoid interrupting the siding, and black metal brackets to match the windows. The board also discussed the durability of the Galvalume roofing, noting the existing roof's rusting but continued functionality, and expressed optimism that updated coating technology will extend the roof's lifespan. The board was satisfied with the improved cohesiveness of the updated design and materials.

The Board Recommended the following: **APPROVED**

Seeking approval of Certificate of No Exterior Effect

Siding Colors, Asphalt Roof Color, Metal Roof Color, Window Casing Color

- Siding and Trim Color Midnight Shadow Horizontal lap siding (simulating Clapboard) The front lower level (below canopy roof) is LP Cedarmill smooth-finish panel with battens over the seams, aligning with the window trim.
- Board and Batton Siding: LP Smartside Tundra Grey board and baton siding in the gable ends.
- Street Elevation Canopy Roof: Reduced depth of the canopy roof over the first-floor street elevation. The proposed roof finish material is metal seamed roofing finished with silver paint.
- Roofing: GAF Timberline Charcoal
- Windows and Doors: Black Andersen or Marvin Aluminum Storefront

## 5. 12 Linden Place – Jen& Bob Lemin

Seeking approval of Certificate of No Exterior Effect

- a. Siding Colors, Asphalt Roof Color, Metal Roof Color, Window Casing Color

### **Discussion:**

The applicant Jen Lemin and her architect Chris Collins presented her home addition of the historic Cheshire House. Mr. Collins presented the finished drawings of the home improvement. In the meeting, the property owner presented a proposal for several modifications to their historic home, including adding a kitchen extension, enclosing a side porch, and replacing a set of exterior stairs currently in disrepair. The owner emphasized a commitment to maintaining the character of the historic property, with consideration given to aesthetics that would honor the home's period while addressing practical needs. Key points of discussion centered on the design and positioning of the proposed changes. Board members noted that the existing exterior staircase was likely added in the last two decades, which had altered the home's historical authenticity. Members advised that restoring the original design by returning a door to a window or exploring ways to make the staircase more compatible with the period style could enhance authenticity. The owner clarified that the staircase is essential for access due to modifications made to the home over time, making removal impractical. The Board accepted the explanation but reiterated the importance of preserving an architectural style that aligns with the house's original design. The color scheme and materials proposed were then reviewed, with the owner explaining the intent to match colors and architectural details that blend seamlessly with the home's existing features. This included closed risers on the staircase, trim for consistency with the home's overall look, and a palette of subtle, historically appropriate shades for the siding, roof, and window trims. The design also includes using board and batten siding on certain sections, matching the upper-level Tudor-style wood trim and stucco for a cohesive, period-accurate appearance. Further, the Board reviewed the placement of the additions. The new kitchen extension and enclosed porch would be situated on the side of the house that is not easily visible from the street, ensuring that the most visible historic elements remain unchanged. Board members agreed that the owner's approach was sympathetic to the home's historical integrity, with design elements such as roof brackets and trim details aligning closely with the house's original architecture. In closing, the Board approved the project but recommended a few enhancements for the surrounding landscape. Chairman Bertolini suggested a deeper, layered approach to plantings around the base of the addition, which would soften the transition between the new construction and the existing structure. Chairman Bertolini noted that while not a requirement, this landscaping enhancement could improve the visual appeal of the area by adding a more natural look that harmonizes with the historic home. The meeting concluded with Board approval, and members thanked the owner for their thoughtful approach to preserving the historic character of the property.

The Board Recommended the following: **APPROVED**

Seeking approval of Certificate of No Exterior Effect Home Addition As presented:

- Kitchen Addition – 12' x 16' single- story addition to rear of home
- Enclose Porch
- Stair Reconstruction
- Paint Colors: Benjamin Moore: HC131 Lehigh Green  
Benjamin Moore: OC -17 White Dove

## **6. 10 Main Street – Mariam Gelashuili**

Seeking approval of Certificate of No Exterior Effect; New Permanent Sign

- a. Color of Sign and Design
- b. Placement

The Board Recommended the following: **UNAPPROVED**

New Permanent Sign Application and Certificate of No Exterior Effect

Must re-present new design to AHDRB

### **Discussion:**

The business owner Mariam Gelashuili attended the meeting to discuss compliance with the Village's sign ordinance for her flower shop. The Board informed Ms. Gelashuili that the current signage setup, including window decals, lettering, and a neon sign, had not been approved by the board and exceeds the permissible signage limits. The ordinance allows for a maximum of two signs, with each sign limited to five words or symbols. Any additional signage, decals, or lettering currently on windows and doors needs to be removed to avoid further noncompliance. Ms. Gelashuili acknowledged the issue and confirmed that she had already removed the neon sign from the shop. She agreed to take down all window decals, lettering, and any unapproved signage on the door and windows within the next 30 days, as required by violation notice from the Building Inspector. In terms of revised signage, the owner proposed keeping a black sign with gold lettering but reducing the wording to meet the five-word maximum. She suggested using the shop's name and phone number as a streamlined alternative to the existing design. The board clarified that any new signage must be presented as a mock-up or sketch to ensure it aligns with Village standards before installation. To facilitate the revision, they recommended the owner work with a local signage designer familiar with the Village's requirements. Additionally, the owner inquired about incorporating a decorative flower image or minor decorative elements near the shop entrance to maintain the shop's aesthetic appeal. The board advised that any such elements would need prior approval from the Building Inspector to ensure compliance with exterior decoration guidelines. They also suggested an interior hanging sign to display business hours to avoid additional exterior signage. The board reiterated the importance of compliance, noting that unapproved signage could set a precedent, leading to potential enforcement issues with other businesses. The owner agreed to bring any revised signage designs back to the board for final approval. The meeting concluded with the understanding that the current unapproved signage would be removed promptly and that no new signage would be installed without board review and approval.

### **Discussion:**

The Board discussed having the AHDRB Secretary draft a letter for Chairman Michael Bertolini to sign and then submit to the Village Board regarding the late violation to Maries Flower Shop to ensure

this would not happen again going forward.

The Board would like to walk about the Village and look at the signs and what all the businesses are doing.

### **Adjournment**

A **MOTION** was made Chris DeHaan, seconded by Jane Glazman and carried to adjourn the regular meeting at approximately 6:30 p.m.

The vote on the foregoing **motion** was as follows: **APPROVED:**

Michael Bertolini Aye Chris DeHaan Aye

Jane Glazman Aye Matthew LoPinto Aye

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Kristin Bialosky  
Secretary to Building, Planning, Zoning & AHDRB

Please follow the link to the YouTube video of the November 5, 2024, AHDRB meeting:

<https://www.youtube.com/live/CJUbVDkDD3M>