

**Landmarks Preservation Commission  
Town of Riverhead**

**Minutes of June 26, 2009 Meeting**

**Members attending:** Richard Wines, Gary Jacquemin, Nancy Gilbert, Tom Sledjeski

**Members not attending:** Stephanie Bail, Peter Lucas, Vince Taldone

**In attendance:** Barbara Blass, Anne Marie Prudenti

**Minutes:** The Commission approved the minutes of the May 26 meeting.

**Projects pending:**

**224 East Avenue:** The Commission reviewed the revised façade plans submitted for this project. Everyone was pleased with the changes the architects made to meet concerns expressed in our comment memo.

**Recommendation procedures:** Anne Marie Prudenti joined us from the Town Attorney's office. She offered a sample memo that the Planning Department will send to notify the Town Board that the ARB and LPC have been asked to provide review recommendations on site plan submissions. The purpose is to make sure that the approving agency knows that there should be recommendations from the ARB and LPC before they provide their approval. Anne Marie also gave the Commission a draft "Resolution Setting Forth Recommendation" that we should use in recommending approval or disapproval of submissions. She emphasized that it was important to issue recommendations in resolution form, and to make sure that the resolutions identify the date of the plans and include not only any recommended conditions to the approval, but also that the resolutions document changes in the plans that the applicants have made in response to commission comment memos. She also stressed the importance of completing resolutions within the required statutory review period, and if issues are still open at that time, to make the recommendations conditional on these issues being addressed by the owner. Resolutions should be sent to the Town Clerk for distribution. Anne Marie also discussed proposed revisions in ARB and LPC code designed to clarify the advisory nature of both boards and to facilitate timely review of projects.

**Watch list:** Barbara and Richard reported inquiries regarding the Northville school.

**Historic district guidelines:** Hearing was held on June 16, 7:25 PM. Richard & Nancy attended. All comments were favorable. A written comment period after meeting was provided. Richard indicated that the Guideline needs to be

CC: SUPERVISOR  
TB  
Rick Hanley Planning

formatted into separate chapters on the web site to facilitate access. They also need to be located under the primary LPC location on the town site. He will take necessary steps.

**Downtown National Register District:** The Commission agreed that the next logical step in this process was to schedule an informative presentation at a Town Board work session, most likely in August. Richard will arrange for a map to be prepared showing areas that might qualify for National Register designation.

**Historic District Signage:** Tom offered his recommendations for eight locations within district, all intersections, where he thought signage could best be located. He will now obtain estimates for cost that Community Development can use in applying for grants.

**Other business:**

**Next meeting:** July 27, 2009, 4:00 PM