

MINUTES OF A MEETING OF THE ARCHITECTURAL REVIEW BOARD OF POLAND VILLAGE

Monday, April 17, 2023

Present: Rob Dunham, Rex Fisher, Martha Morgan, Maureen O'Neil, Janice Vitullo, Mike Zembower

Excused Absent: Laurie LaPlante

Meeting was called to order at 7:30.

Margaret Christopher, previous ARB chairperson, resigned in an email to Mayor Tim Sicafuse on March 23, 2023. The April 6, 2023 ARB meeting had been rescheduled to April 17 due to a conflict with a Village Council meeting. It was not until this April 17 meeting that ARB could nominate a new chairperson and in the absence of a chairperson, no agenda was published. Therefore, no official public business could be conducted but it was determined that administrative business could be conducted.

Janice Vitullo nominated Rex Fisher for Interim ARB Chair; Martha Morgan seconded; unanimously approved. Rex Fisher has accepted the position until January.

Rob Dunham made a motion to accept ARB meeting minutes from February 6, 2023; Martha Morgan seconded; unanimously approved.

The chairperson will publish an agenda at least 24 hours in advance of every meeting according to 1266.04. Also in accordance with 1266.04, the Architectural Review Board will meet every month whether or not there are sign permit applications to be reviewed.

Once meeting minutes are finalized, they are sent to Poland Village Secretary Susan Guillard to be published on the village website. As the website director, Rob Dunham will ensure that they are placed in the proper category on the website.

A sign permit was presented by Consign and Design but without a published ARB agenda, it could not be processed by ARB at this meeting and will therefore be addressed at the next meeting on May 1, 2023.

There was much discussion regarding processes involving historic district landmark designation with no resolution. Martha Morgan suggested that Mike Zembower, ARB's council member, invite the village solicitor to speak to the ARB at the May 1 meeting about existing ordinances and the possible need for additional ordinances to ensure the protection and preservation of the historic buildings in the the village.

Martha Morgan made a motion to adjourn the meeting; Mike Zembower seconded; unanimously approved. The meeting was adjourned at 8:49 p.m. The next meeting will be on Monday, May 1, 2023 at 7:00 pm.

Respectfully submitted by Janice Vitullo