

Historic and/or Architectural Advisory Board  
City of Cortland  
August 11, 2020

A special meeting of the Historic and/or Architectural Review Board was held on Tuesday, August 11, 2020, via ZOOM at 8:00 am.

**Present:** Chairman Linda Kline, Commissioners Dan Dineen, Christine Barnes, Richard Stock, Kate O'Connell

**Excused:** Commissioner Karina Murphy

**Staff Present:** Confidential Secretary Devon Rainbow, Ric VanDonsel (acting Zoning Officer)

**Minutes of July 14, 2020:**

**Motion by:** Comm. Dineen

**Seconded by:** Comm. Stock

**Approved:** Ayes – 4  
Nays – 0

**Item #1 – 89 Main St. (Falso)**

➤ **Signage**

Tattoo shop is moving into the location. He currently has temporary signs up and sat down with Linda regarding his plan for permanent signage. The façade has already been painted without approval from the commission. The owner is proposing 2 signs. The first one will be placed in the front façade and will be vinyl free floating letters. There will be black background and 12-13" lettering in gold. The second sign will be 3"x3" and placed over the front door. It too will be black background with a white trim and gold lettering wrapped in vinyl. No additional lighting will be added.

Motion to approve as presented.

**Motion by:** Comm. Dineen

**Seconded by:** Comm. Stock

**Approved:** Ayes – 4  
Nays – 0

**Item #2 – 55 Main St. (Souzas)**

➤ **Staircase**

This property has come before the board for the remodeling plans. They are making a slight change to the concrete slab in the rear of the building that was previously approved. They would like to place a

platform made of black metal with railings. This will be removable to help in emergency situations if an emergency vehicle needs to get through the area. The Code Office will make sure it is secured and safe when in use.

Motion to approve as presented.

**Motion by:** Comm. Dineen  
**Seconded by:** Comm. O'Connell

**Approved:** Ayes – 4  
Nays – 0

**New Business/Old Business:**

DP Dough signage is up and is the free floating individual letters in black placed on the sign board above the business as discussed. Linda and the owner had a conversation regarding future signage on the building. He stated he would let the tenants know of the requirements and if any changes need to be made, they will come before the board.

**Adjournment:**

**Motioned by:** Comm. Dineen  
**Seconded by:** Comm. Barnes

**Approved:** Ayes – 4  
Nays – 0

**I, LINDA KLINE, CHAIRMAN OF THE HISTORIC AND/OR ARCHITECTURAL BOARD OF THE CITY OF CORTLAND, NY, DO HEREBY CERTIFY THAT SAID RESOLUTION(S) WERE ADOPTED AT A MEETING OF THE HISTORIC AND/OR ARCHITECTURAL BOARD OF THE CITY OF CORTLAND, NY, HELD ON THE 11<sup>th</sup> DAY OF AUGUST, 2020.**

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**LINDA KLINE (CHAIR)**