

**VILLAGE OF BALLSTON SPA
HISTORIC DISTRICT COMMISSION
February 26, 2024**

Present: Steve Springer, Carrie Chapman, Gary Stephenson, and John Cromie, also Marilyn Stephenson. By Zoom Stefanie Bitter and David La Fountain

The meeting began at 9:20 AM. Steve moved the minutes of the last meeting be approved as presented. Carrie seconded; passed.

Marilyn Stephen, as member of the Zoning Advisory Committee (ZAC), reported there is quite a lot of misunderstanding of the purposes of the HDC. There is a need for more clarification. The Comprehensive Master Plan recognized a need to protect the architectural integrity and character of the village. While a team of three members of ZAC are charged with working with the HD legislation, the whole committee and HDC may benefit from a joint discussion. John will contact Mat Ercoline, and Gary will round up enough Guidelines for each ZAC member.

The flow chart draft was discussed, and it was determined applications from the HD will be sent to the HDC chair within 5 days of receipt, but the 15-day period will not begin until all other necessary approvals have been received. The HDC will be the last board to officially review an application. [Dave had to leave for an appointment.] Gary will make revisions to the chart for its formal approval at the next meeting. There was a question as to what point the Historic Review Commission in Saratoga Springs is involved in the city's approval process. John will ask.

It was decided to have the next public presentation on May 9th at the library if it is available. Marilyn will ask the library for the Commission. The topic will be dating one's house. Gary will lead with researching the families of past owners, to provide hints to changes which may have been made to the building. John will follow with use of county records and the Ballston Journal on microfilm. It is hoped those attending will research their own homes, which will lead to plaquing homes on the east side of the District. A future program may be on restoring original windows. A specialist in the work, Ron Regal, may be available for a fee. Gary will contact the individual.

It was felt about a dozen buildings could be plaqued and the cost be included in next year's budget. The two existing signs marking entry into the District are showing age, and there should be a total of five signs: 67 West, Church Ave., East High, Beach and Pleasant, and Pleasant and Milton. There is also an option of having "Historic District" added to street signs.

An email note had been received from the Village Administrator asking for budget proposals for the coming fiscal year. It was determined the HDC should attend the budget workshop to obtain a line in the budget as well as to ask for plaque, sign, and program funding. Gary will track down the source of prior plaques and price them, as well as entry signs.

Gary brought up the topic of developing guidelines for new construction whether it be for in-fill, additions, or auxiliary dwelling units. Steve and Gary will work on the issue for the next meeting. Next meeting will be March 25 at 9:15 AM at 90 East High Street.