

APPLICATION PROCEDURES:

The Planning Board regularly meets on the fourth Wednesday of each month at 7:00pm. Meetings are held at the Village Hall, 60 East Main Street.

*Application forms for architectural review and all supporting documentation must be submitted to the Village Hall at **least three weeks** prior to the meeting.*

The applicant shall submit:

- A. Photographs of existing conditions (if applicable).*
- B. Color samples or chips for all colors proposed. (Exterior)*
- C. Material samples and product literature for all exterior building components.*
- D. Floor plans*
- E. Elevations for all sides of building, labeled as to front, rear, and sides.*
- F. Colored perspective renderings may be required, as they will greatly assist the Board in visualizing your project.*

The applicant is expected to attend the meeting, to answer questions and discuss the proposed project with the Board.

Projects that need Planning Board approval include the following:

- ⇒ Demolition
- ⇒ Additions, including new rooms, porches, patios, sidewalks, parking, etc.
- ⇒ New construction, including garages, fences and other accessory structures.
- ⇒ Storefront alterations or changes to doors and windows.
- ⇒ New signs
- ⇒ Siding or roofing if the type or color is to be changed.
- ⇒ Exterior painting, ONLY if the color is to be changed, or if the structure was previously unpainted.

Interior renovations, changes that are not visible from the street, and exterior maintenance projects do not require approval. (Sandblasting is not considered “maintenance”). If you are in doubt as to whether a project requires approval, please call the Village Hall at (585) 924-3311.

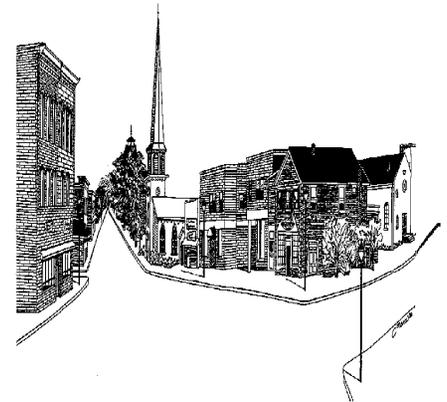
Village of Victor

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Architectural Preservation Review Brochure

Village of Victor



Incorporated 1879

A Guide to Assist in Establishing Compliance with the Historic District's Architectural Review
Informational Pamphlet for Proposed Renovations, Additions and New Construction Projects in the Business District

History

The Village of Victor formed an Architectural Review Committee in the year 2000, to preserve and protect buildings and areas from insensitive development or destruction. This focus is on buildings and areas that have special architectural or historical significance in the Village Business District.

Objectives of Guidelines:

Encourage development/design, which is compatible and complementary to subject property and surrounding area. To ensure the harmonious, orderly and efficient growth and commercial development of the Village.

FACTORS EVALUATED:

1. **STYLE**—The architectural characteristics, which tie the building to a particular period.
2. **MASSING/HEIGHT**—How the building's size—bulk & height compare to its neighbors.
3. **MATERIALS**—The specific palette of materials chosen for siding, trim, roof, etc.
4. **COLORS**—Major and minor colors proposed.
5. **SURROUNDINGS/CONTEXT**—Neighboring properties and structures will be evaluated for styles, massing/height, materials & colors to ensure compatibility.

ALTERATIONS TO BUILDINGS

The Planning Board is responsible for reviewing proposed exterior alterations of buildings in the Business District. This is done to ensure that the district retains its historical character. If you own a building in the Business district, and you plan to make exterior alterations, you must apply to the Planning Board for a Certificate of Appropriateness. Contact the Village Hall at 924-3311.

QUESTIONS & ANSWERS

Below is a list of commonly asked questions:

1. **Q. WILL THIS BOARD LIMIT CREATIVITY?**
A. A goal of this Board is to work with the applicant's proposal to offer suggestions to enhance it.
2. **Q. AM I SAFE IN JUST MATCHING THE EXISTING BUILDING?**
A. Generally this may be a reasonable starting point. However, if the existing building has undergone extensive changes, the Board may require the applicant to bring the structure back to an earlier period.
3. **Q. WILL ANY REQUIRED CHANGES COST ME MORE?**
A. The Board is very sensitive to construction costs and will work with the applicant to find ways to minimize cost and maximize aesthetic impact. The applicant should however realize that there are minimum standards for development, which must be met.
4. **Q. HOW LONG WILL THIS PROCESS TAKE?**
A. The Board will act as quickly as possible once all required materials are provided. The applicant should plan for approximately a month turn around as a minimum, which assumes cooperation of all parties and required documentation is completed.
5. **Q. HOW CAN I EXPEDITE THE PROCESS?**
A. The Board welcomes prospective applicants and their consultants to meet with the Board on an informal basis to discuss their project and thoughts regarding architectural compatibility and Code compliance.