

1.0.  
6 copies  
2/29 Thurs  
5 pm

**VILLAGE OF GREENPORT**  
236 THIRD STREET, GREENPORT, NEW YORK, 11944  
631-477-0248, <https://villageofgreenport.org/>  
Historic Preservation Commission (HPC)  
Certificate of Appropriateness Application Checklist



Chapter 76 of the Village of Greenport Code outlines procedures to (1) identify, preserve and enhance the landmarks and historic districts which represent distinctive elements of Greenport's historic, maritime, architectural and cultural heritage, (2) foster civic pride in the accomplishments of the past, (3) protect and enhance Greenport's attractiveness to residents and visitors, thereby supporting and stimulating the economy of the Village, (4) provide for architectural review so as to prevent such design and appearances as are incompatible with the historic or architectural characteristics of a landmark or historic district and (5) ensure the harmonious, orderly and efficient growth and development of the Village, consistent with its historic integrity.

The purpose of this checklist is to provide an overview of the Historic Preservation Commission application process, and the materials required for each step. Applicants should also refer to the relevant code section for more information. This checklist will be used to determine completeness and applicants to the HPC are urged to use it as a guide to avoid delays in review.

Depending upon the scope of the project, the applicant may also be required to go before the Planning Board and/or the Zoning Board for separate reviews.

#	HPC Application Materials	Yes	N/A
1.	Confirm whether the property falls within the Greenport Historic District by consulting Village staff and/or examining the Village website at <a href="http://villageofgreenport.org/files/Zoning-Map-06-29-09-D-size.pdf">http://villageofgreenport.org/files/Zoning-Map-06-29-09-D-size.pdf</a> If so, follow the steps outlined in this checklist for a Historic Preservation Commission review for a Certificate of Appropriateness	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2.	Meet with Village staff to determine whether the proposed renovation/construction requires a Building Permit <a href="http://villageofgreenport.org/files/building-information.pdf">http://villageofgreenport.org/files/building-information.pdf</a>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

#	HPC Application Materials	Yes/	N/A
3.	If a Building Permit is required, submit the required paperwork to the Building Department, Village Hall as per the appropriate process <a href="http://villageofgreenport.org/building-department-forms/Village-of-Greenport-Building-Permit-Application.pdf">http://villageofgreenport.org/building-department-forms/Village-of-Greenport-Building-Permit-Application.pdf</a>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4.	Complete and submit an Application Form for a Certificate of Appropriateness to the Historic Preservation Commission, Village Hall, preferably at the same time as the request for a Building Permit is submitted, if required. <a href="http://villageofgreenport.org/building-department-forms/HPC1-Historic-Preservation.pdf">http://villageofgreenport.org/building-department-forms/HPC1-Historic-Preservation.pdf</a> . <b>Completed applications must be received at least two weeks before a scheduled HPC meeting for the application to be considered at that meeting</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5.	Complete and submit an Asbestos Certification Form- AC-1	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6.	Remit the Application Fee for a Certificate of Appropriateness Application Review	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7.	Include a site plan prepared by a licensed architect, landscape architect, civil engineer or surveyor with the application	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8.	Include photos of adjacent properties with the application to illustrate that the proposed renovations/construction are compatible with the historic or architectural characteristics of the historic district	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9.	Provide detail on proposed materials including specifications, photos as part of the application and <b>bring actual samples of materials</b> to the meeting	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10.	Plan to attend or have a representative attend the Historic Preservation Commission meeting at which the application is considered to describe the project, provide samples of proposed materials and answer Board Members' questions. Attendance is highly recommended to facilitate the review process; the application may be deferred to a future meeting if the applicant is not available and no prior arrangements are made with Village Hall. <b>Note: for applications involving major alterations, the HPC may hold a public hearing to provide an opportunity for the public to present their views on the application</b> <i>Pat Moore 765 4330</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11.	Follow up with Village Hall staff to ensure that the application is complete	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12.	Obtain the Certificate of Appropriateness at Village Hall once the Historic Preservation Commission approves the application	<input checked="" type="checkbox"/>	<input type="checkbox"/>





## Village of Greenport Building Department

236 Third Street, Greenport, New York, 11944

(631) 477-0248 Ext. 212

[www.villageofgreenport.org](http://www.villageofgreenport.org)

### ASBESTOS CERTIFICATION FORM

---

#### Notice to Building Applicants:

**AN ASBESTOS SURVEY IS REQUIRED FOR ALL RENOVATION, REMODELING, REPAIR AND DEMOLITION OF ALL INTERIOR AND EXTERIOR BUILDING MATERIALS.**

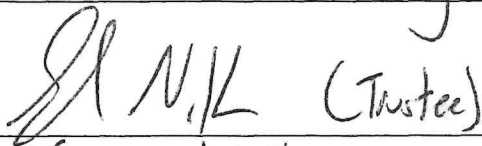
AS PER NEW YORK STATE INDUSTRIAL CODE RULE 56, ASBESTOS MATERIAL MUST BE ABATED BY LICENSED CONTRACTORS UTILIZING CERTIFIED ASBESTOS HANDLERS, WITH THE EXCEPTION OF OWNER-OCCUPIED SINGLE-FAMILY HOMES, WHERE THE OWNER MAY REMOVE THE ASBESTOS AND RENOVATE THESE STRUCTURES THEMSELVES. IT IS NOT RECOMMENDED THAT THE OWNER PERFORM ABATEMENT, AS THE OWNER COULD POTENTIALLY EXPOSE THEMSELVES, THEIR FAMILY AND NEIGHBORS TO ASBESTOS FIBERS IF ADEQUATE ENGINEERING CONTROLS AND WORK METHODS ARE NOT UTILIZED DURING THE ABATEMENT.

FOR FURTHER INFORMATION AND UPDATES, PLEASE SEE THE NEW YORK STATE WEBSITE AT: [WWW.LABOR.STATE.NY.US](http://WWW.LABOR.STATE.NY.US) OR CONTACT THE ASBESTOS CONTROL BUREAU DISTRICT OFFICE, NYS DEPARTMENT OF LABOR, ASBESTOS CONTROL BUREAU, 75 VARICK STREET, 7<sup>TH</sup> FLOOR, NEW YORK, NY 10013, TELEPHONE NUMBER 212-775-3538.

---

I hereby agree to abide by the conditions listed above. I understand that I am responsible to ensure these requirements are met, including all other applicable laws, rules and regulations pertaining to asbestos abatement.

Property Owner's Name: The Korakis 2023 Family Trust

Property Owner's Signature:  (Trustee)  
Emmanuel N. Korakis

Date: 6 / 19 / 23



BUILDING DEPARTMENT  
 VILLAGE OF GREENPORT  
 236 Third Street, Greenport, NY 11944

## HISTORIC PRESERVATION COMMISSION REVIEW

### APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

PURSUANT TO THE PROVISIONS OF CHAPTER 48  
 HISTORIC PRESERVATION LAW OF THE VILLAGE OF GREENPORT

DATE OF APPLICATION: 6/19/23

LOCATION OF PROPERTY: 160 Bay Ave. Greenport NY 11944

SUFFOLK COUNTY TAX MAP NUMBER: 1001-05-2-13

PROPERTY OWNER: The Korakis 2023 Family Trust

ADDRESS: [REDACTED] PHONE: 646 [REDACTED]

EMAIL ADDRESS: Manny.Korakis@gmail.com / Also-

ARCHITECT/DESIGNER: Michael Macrina Architect

ADDRESS: [REDACTED] Stony Brook NY PHONE: 631- [REDACTED]

EMAIL ADDRESS: [REDACTED]

### Type of Proposed Work

COMMERCIAL  RESIDENTIAL

### Site Work

- FENCE AND GATES
- DRIVEWAY, WALK, PATIO, OTHER PAVEMENT
- MAJOR EXCAVATION OR REGRADING, OR BERM
- SWIMMING POOL, TENNIS COURT
- OTHER STRUCTURAL LANDSCAPE ELEMENT
- SIGNAGE AND AWNINGS - SUBMIT SCALE DRAWINGS TO INDICATING TO FOLLOWING:
  - SIZE OF EACH SIGN
  - COLOR
  - FONT
  - LOCATIONS OF ALL SIGNAGE AND AWNINGS ON BUILDING
  - PROPOSED MATERIALS
- MODERN FEATURES
  - SOLAR PANELS
  - SKYLIGHTS
  - OUTDOOR SHOWERS
  - OTHER

### Landscape Planting

- HEDGE ALONG STREET AND/OR PROPERTY BOUNDARY LINES
- PLANTINGS INTENDED TO SCREEN OTHER WORK DESCRIBED IN THIS APPLICATION

## Buildings

- NEW CONSTRUCTION
- ADDITION
- DEMOLITION
- REMOVAL
- ACCESSORY BUILDING

## Building Alterations

- EXTERIOR WALL MATERIAL
- ROOF MATERIAL AND COLOR
- CHIMNEY MATERIAL
- FOUNDATION MATERIAL
- DOORWAYS (INCLUDING STORM/SCREEN DOORS)
- WINDOWS (INCLUDING STORM/SCREEN SASH) AND SHUTTERS
- PORCHES AND STEPS
- TRIM AND DECORATIVE DETAIL
- GUTTERS AND LEADERS
- PAINT AND STAIN
- EXTERIOR LIGHTING
- OTHER

PROVIDE A GENERAL DESCRIPTION OF THE PROPOSED WORK (USE ADDITIONAL SHEETS IF NECESSARY, REFER TO THE ACCOMPANYING EXHIBITS).

Partial demo of existing two-story structure, full demo of existing deck, Landings, Cellar entry, Briveway. Proposed two story addition to include new living area, Kitchen, Dining, Mud Room (2) Bedrooms + (2) Bathrooms. Proposed unfinished cellar under addition. Exterior Renovation of existing two story structure to include Removal + Replacement of Roofing, Siding, windows + trim. Proposed covered deck, porch, partially covered Landings. Existing garage built @ 1960 to be demolished.

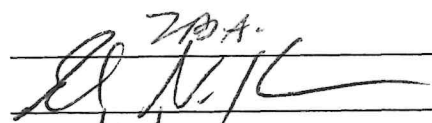
LIST ALL EXHIBITS SUBMITTED WITH THIS APPLICATION. ACTUAL SAMPLES OF MATERIALS AND/OR DESCRIPTIONS OF ACTUAL MATERIALS ARE REQUIRED. (REFER TO THE INSTRUCTIONS FOR THE REQUIRED SUBMISSIONS).

Siding to be hardie plank LAP siding (color: white dove) Roofing to be naturally colored cedar shake, All trim to be Done with versatex white PVC. All windows to be Andersen 400 series with fineLite grilles (color: white) All standing seam metal Roofs to be made of copper, Ext. Doors from foyer, Mud Room to be thermal-tru (color to be determined)

OTHER APPROVALS REQUIRED:

SIGNATURE OF OWNER OR AUTHORIZED AGENT:

DATE:

  
6/19/23



Korakis historic submission

160 Bay Ave, Greenport NY



141 Bay Ave,  
Greenport NY



147 Bay Ave,  
Greenport NY



165 Bay Ave, Greenport NY