



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: 3/3/2021  
 LOCATION OF PROPERTY: 630 2<sup>ND</sup> STREET, GREENPORT NY 11944  
 SUFFOLK COUNTY TAX MAP NUMBER: 1001-02-5-23  
 PROPERTY OWNER: AILEEN ROSIN  
 ADDRESS: [REDACTED] PHONE: [REDACTED]  
 EMAIL ADDRESS: [REDACTED]  
 ARCHITECT/DESIGNER: JARED LOVELESS  
 ADDRESS: [REDACTED] PHONE: [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).

THIS PROJECT IS A SECOND STORY ADDITION TO CREATE A TWO-FAMILY HOME.

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).

CONSTRUCTION PLANS (PRELIMINARY)

SIDING SAMPLE PIC

TRIM SAMPLE PIC

WINDOW EXAMPLE PIC

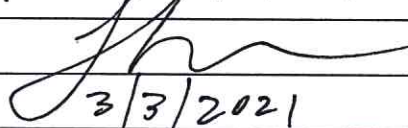
DOOR EXAMPLE PIC

OTHER APPROVALS REQUIRED:

SIGNATURE OF OWNER OR AUTHORIZED AGENT:

DATE:

BUILDING PERMIT

  
3/3/2021

BUILDING DEPARTMENT  
FILE COPY

MAR 04 2021

**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"/>

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FILE COPY

MAR 04 2021

#	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 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.	Remit the Application Fee for a Certificate of Appropriateness Application Review	<input type="checkbox"/>	<input type="checkbox"/>
6.	Include a site plan prepared by a licensed architect, landscape architect, civil engineer or surveyor with the application	<input type="checkbox"/>	<input type="checkbox"/>
7.	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 type="checkbox"/>	<input type="checkbox"/>
8.	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 type="checkbox"/>	<input type="checkbox"/>
9.	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>	<input type="checkbox"/>	<input type="checkbox"/>
10.	Follow up with Village Hall staff to ensure that the application is complete	<input type="checkbox"/>	<input type="checkbox"/>
11.	Obtain the Certificate of Appropriateness at Village Hall once the Historic Preservation Commission approves the application	<input type="checkbox"/>	<input type="checkbox"/>

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MAR 04 2021

# 630 Second Street – Second Story Addition

## Proposed Materials

**Siding** – Natural Western Red Cedar shingles or White Hardi Plank lap siding (based on costs)

**Exterior Trim** – White flat sock wood or Versatex (based on costs)

**Windows** – Andersen 400 series double hungs in black

**Exterior Doors** – Shaker style fiberglass – color TBD. *Or existing*

*Following Items may need a variance and will be removed from current scope if so.*

**Exterior Stair Case** – Treated lumber framing with natural #2 Cedar deck boards and railings or treated lumber decking and railings. (based on costs)

**Bilco Door** – metal – color TBD

## Existing Materials

**Siding** – Blue Vinyl lap siding

**Exterior Trim** – White wood

**Windows** – Vinyl Mathews Brothers replacement windows

**Exterior Doors** – Shaker Style Metal – Dark blue



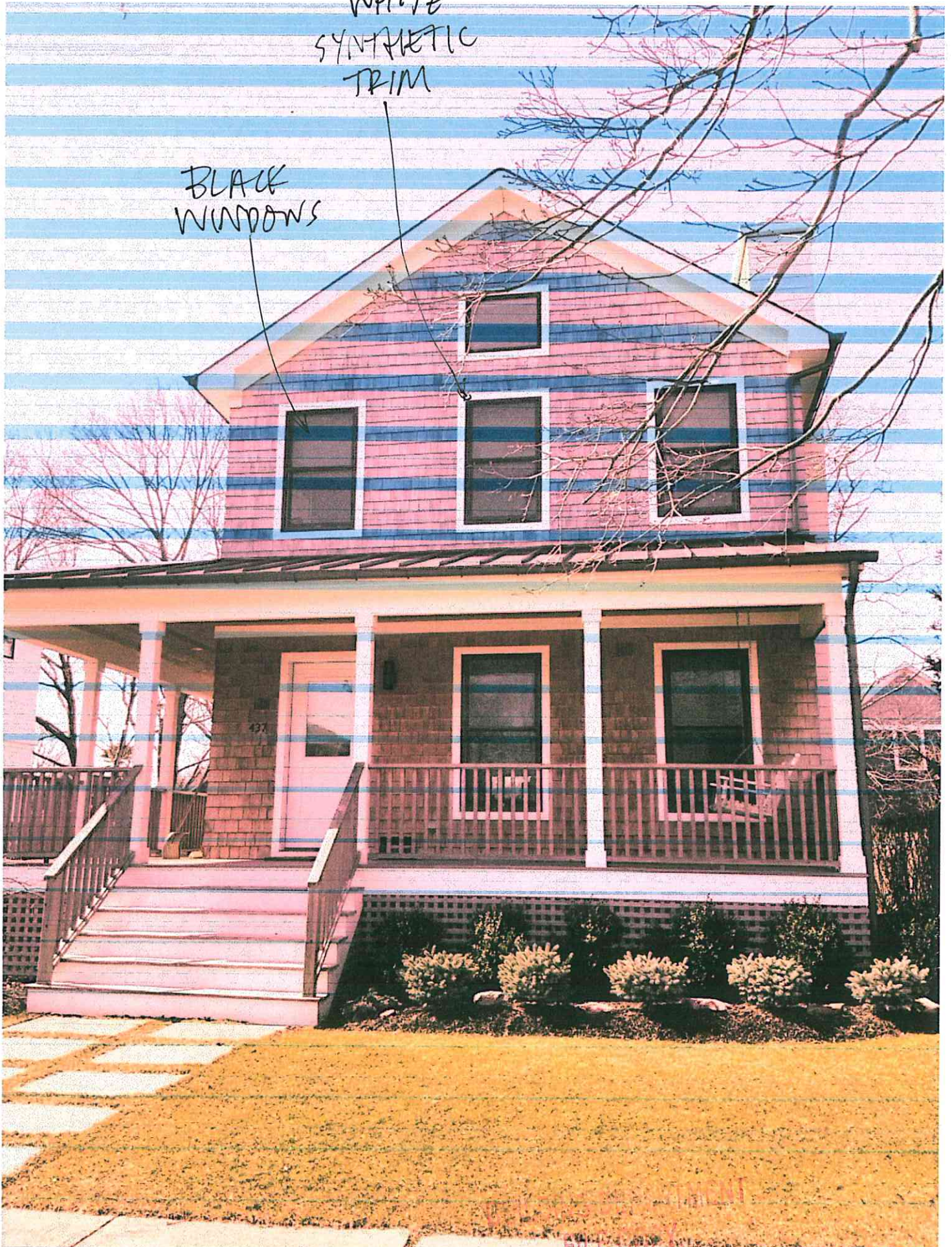
WESTERN RED CEDAR  
SHINGLES

ASPHALT ROOF

BUILDING DEPARTMENT MAR 04 2021  
FILE COPY

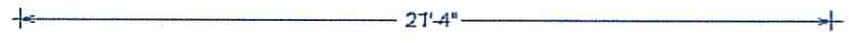
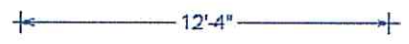
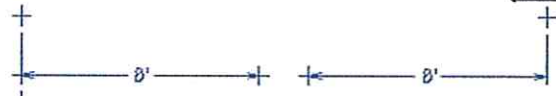
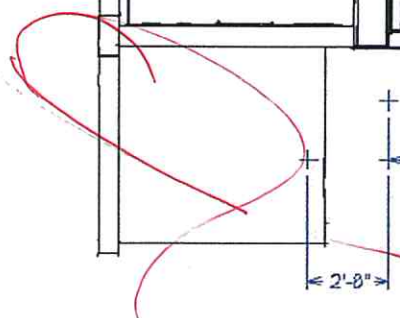
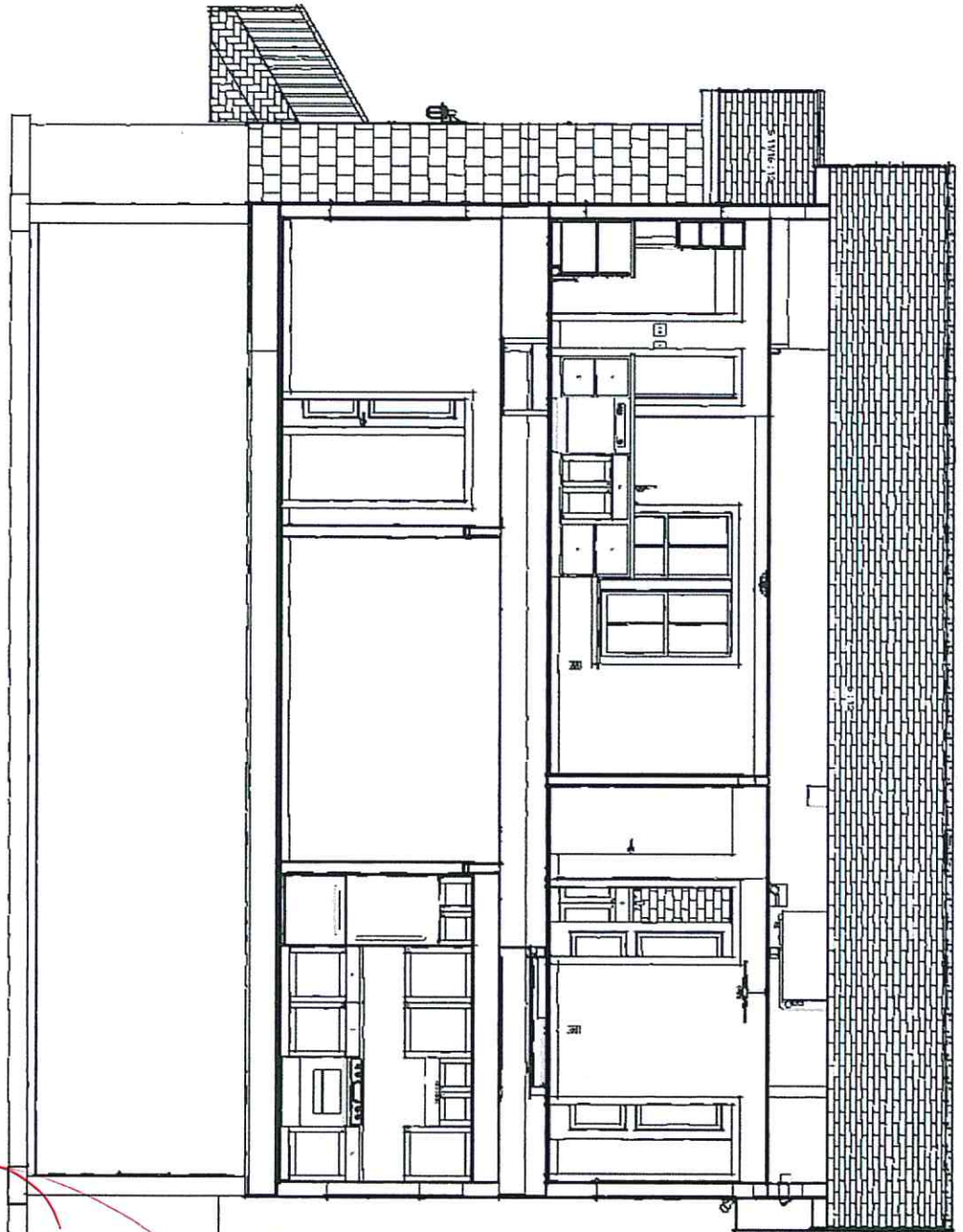
WHITE  
SYNTHETIC  
TRIM

BLACK  
WINDOWS



PROPERTY REPORT  
FILL OUT ALL

MAR 04 2021







REVISION TABLE	
NUMBER	DATE

Rosin Residence  
630 Second St  
Greenport, NY 11944



DATE:  
3/18/2021

SCALE:

SHEET:

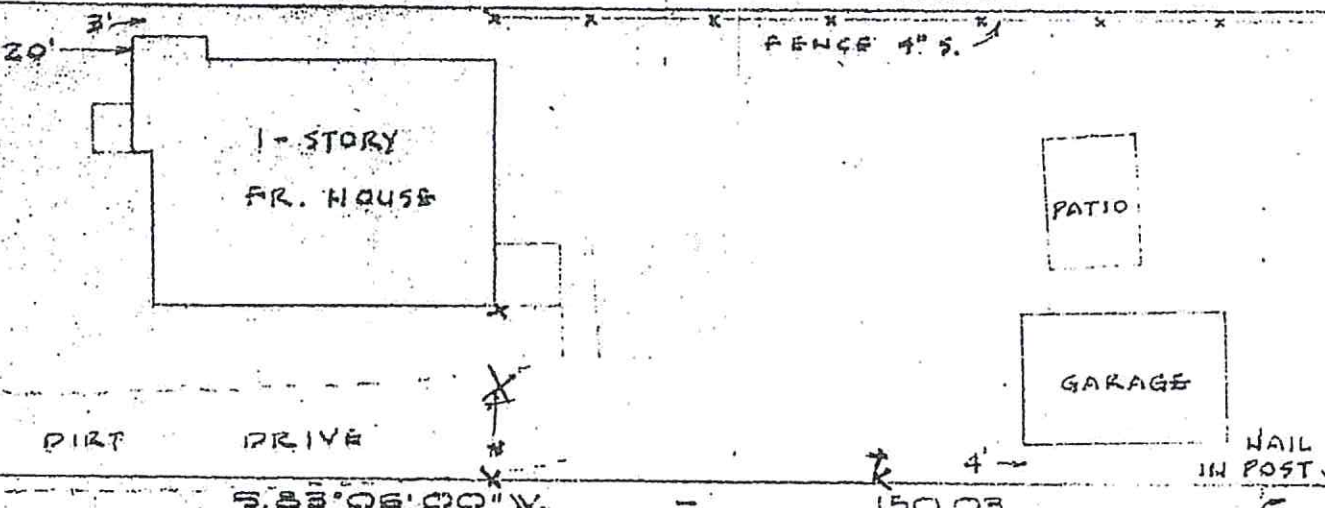
9912-2A

SECOND STREET

100.0 TO  
50.0  
N. 6° 47' 00" W. - 50.0  
GREEN ST.

GREENPORT RENEVAL HOUSING ASS'N, INC.

N. 03° 08' 00" E. 150.01



50.0  
MORTON

DIRT DRIVE

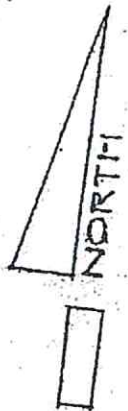
S. 88° 08' 00" W. 150.03

MORTON

BARN

MAP OF PROPERTY  
SURVEYED FOR  
**ROBERT C. & LILLIE V. FLOYD**

SITUATE IN THE  
VILLAGE OF GREENPORT  
TOWN OF SOUTHOLD, NEW YORK



SCALE • 20' = 1"  
• = IRON PIPE

GUARANTEED TO THE TITLE  
GUARANTEE CO. AND THE U.S.A  
FARMERS HOME ADMINISTRATION  
SURVEYED • MAY 17, 1974  
RODERICK VAN TUYL, P.C.  
*R. Van Tuyl*  
LICENSED LAND SURVEYORS  
NEW YORK

UNAUTHORIZED ALTERATION OR ADDITION  
TO THIS SURVEY IS A VIOLATION OF  
SECTION 7209 OF THE NEW YORK STATE  
EDUCATION LAW.

COPIES OF THIS SURVEY MAP NOT BEARING  
THE LAND SURVEYOR'S INKED SEAL OR  
EMBOSSED SEAL SHALL NOT BE CONSIDERED  
TO BE A VALID TRUE COPY.

GUARANTEES INDICATED HEREON SHALL RUN  
ONLY TO THE PERSON FOR WHOM THE SURVEY  
IS PREPARED, AND ON HIS BEHALF TO THE  
TITLE COMPANY, GOVERNMENTAL AGENCY OR  
LENDING INSTITUTION LISTED HEREON, AND  
TO THE ASSIGNORS OF THE LENDING INSTI-  
TUTION. GUARANTEES ARE NOT TRANSFER-  
ABLE TO ADDITIONAL INSTITUTIONS OR SURVEY  
OWNERS.

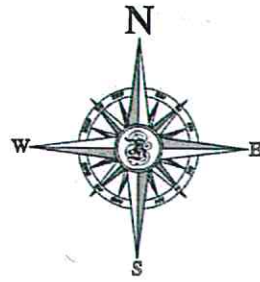
630 SECOND ST.  
GREENPORT, NY  
11944

ALLEEN ROSIN  
c/o VECTOR EAST, LTD.

JARED LOVELESS  
(631) 276-6985

NEW SURVEY &  
FORMAL PLANS TO  
FOLLOW  
PRIOR TO HEARING

(1) UNAUTHORIZED ALTERATION OR ADDITION TO THIS SURVEY IS A VIOLATION OF SECTION 7209 OF THE NEW YORK STATE EDUCATION LAW. (2) DISTANCES SHOWN HEREON FROM PROPERTY LINES TO EXISTING STRUCTURES ARE FOR A SPECIFIC PURPOSE AND ARE NOT TO BE USED TO ESTABLISH PROPERTY LINES OR FOR SECTION OF FENCES. (3) COPIES OF THIS SURVEY MAY NOT BE AT THE LAND SURVEYOR'S INDENT SEAL OR EMBOSSED SEAL SHALL NOT BE CONSIDERED TO BE A VALID TRUE COPY. (4) CERTIFICATION INDICATED HEREON SHALL RUN ONLY TO THE PERSON FOR WHOM THE SURVEY IS PREPARED AND ON HIS BEHALF TO THE TITLE COMPANY, GOVERNMENTAL AGENCY AND LENDING INSTITUTION LISTED HEREON, AND TO THE ASSIGNEES OF THE LENDING INSTITUTION. CERTIFICATIONS ARE NOT TRANSFERABLE TO ADDITIONAL INSTITUTIONS OR SUBSEQUENT OWNERS. (5) THE LOCATION OF WELLS (W), SEPTIC TANKS (ST) & CESSPOOLS (CP) SHOWN HEREON ARE FROM FIELD OBSERVATIONS AND OR DATA OBTAINED FROM OTHERS.



**LOT COVERAGE**

EXISTING			
FRAME HOUSE & RO	= 1,045 SQ. FT.	= 13.9%	
FRAME GARAGE	= 310 SQ. FT.	= 4.2	
<b>TOTAL</b>	<b>= 1,355 SQ. FT.</b>	<b>= 18.1%</b>	

**LEGEND**

- BSW = BRICK SIDEWALK
- CC = CONCRETE CURB
- CH = CHIMNEY
- CSW = CONCRETE SIDEWALK
- CMF = CONCRETE MONUMENT FOUND
- CMS = CONCRETE MONUMENT SET
- CP = CONCRETE PAVEMENT
- GMF = GRANITE MONUMENT FOUND
- IPF = IRON PIPE FOUND
- RO = ROOF OVER
- WDF = WOOD FENCE
- WSF = WOOD STAKE FOUND
- WSS = WOOD STAKE SET
- = END OF INTERMEDIATE DISTANCE

400 Ostrander Avenue, Riverhead, New York 11901  
 tel. 631.727.2303 fax. 631.727.0144  
 admin@youngengineering.com

**Young & Young**

Howard M. Young, Land Surveyor  
 Thomas C. Wolpert, Professional Engineer  
 Douglas E. Adams, Professional Engineer

Robert C. Taft, Architect  
 Robert Stromski, Architect

**SITE DATA**

AREA = 7,501 SQ. FT.

**SURVEYOR'S CERTIFICATION**

\* WE HEREBY CERTIFY TO JARED LOVELESS THAT THIS SURVEY WAS PREPARED IN ACCORDANCE WITH THE CODE OF PRACTICE FOR LAND SURVEYS ADOPTED BY THE NEW YORK STATE ASSOCIATION OF PROFESSIONAL LAND SURVEYORS.

HOWARD W. YOUNG, N.Y.S. L.S. NO. 45893

**SURVEY FOR**

**JARED LOVELESS**

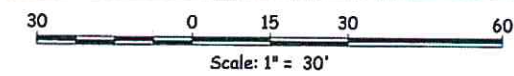
at Village of Greenport, Town of Southold  
 Suffolk County, New York

**CERTIFIED SURVEY**

County Tax Map District 1001 Section 02 Block 05 Lot 23

FIELD SURVEY COMPLETED APR. 02, 2021  
 MAP PREPARED APR. 05, 2021

REVISION Record of Revisions DATE



JOB NO. 2021-0065  
 DWG. 2021\_0065\_cs

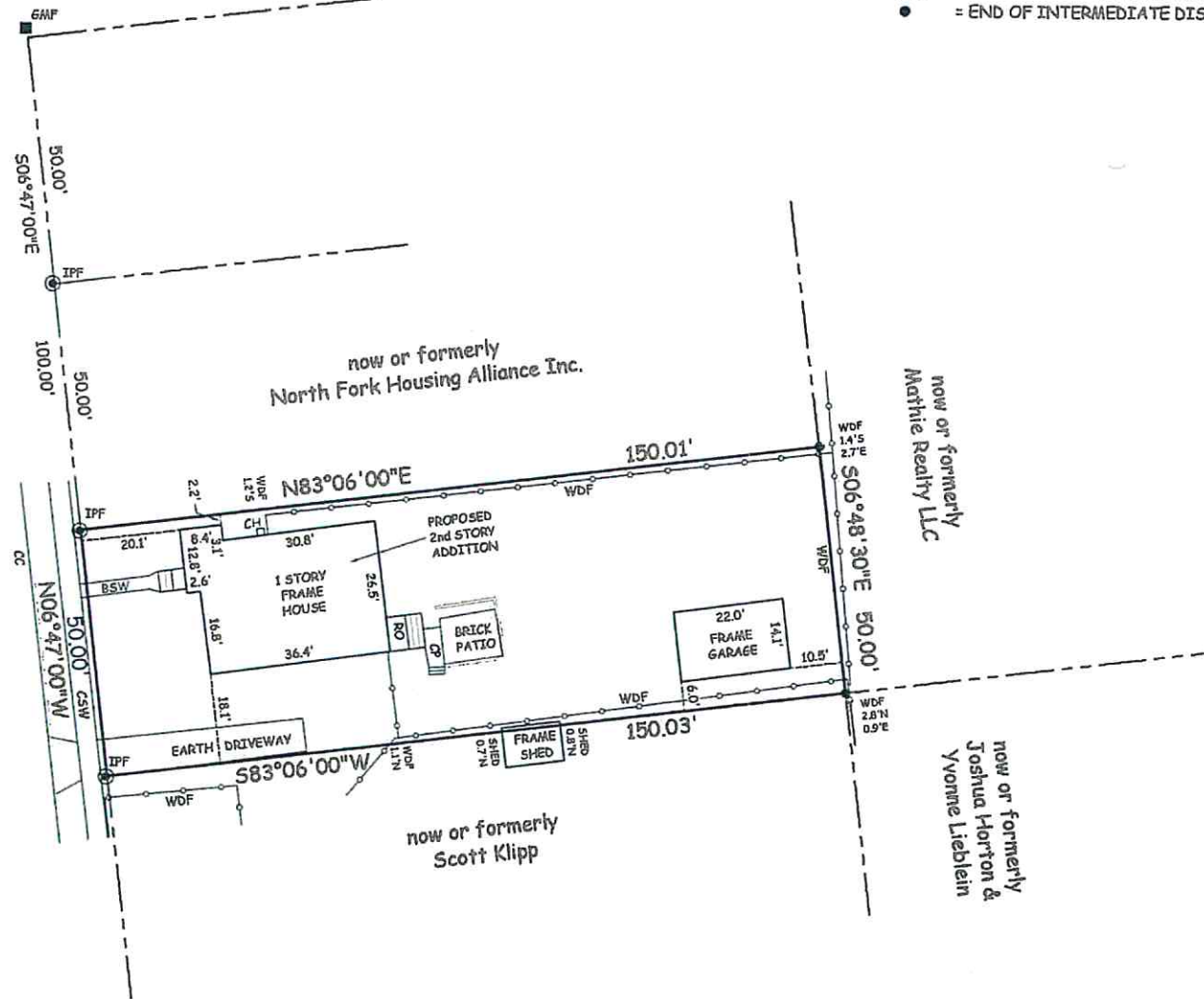
DWG FILE: R:\2021\2021\_0065\dwg\2021\_0065\_cs.dwg

PLOT DATE: Apr 13, 2021 - 9:18am

PLOTTED BY: Diana Lopez

SECOND STREET

WEBB STREET



now or formerly  
 North Fork Housing Alliance Inc.

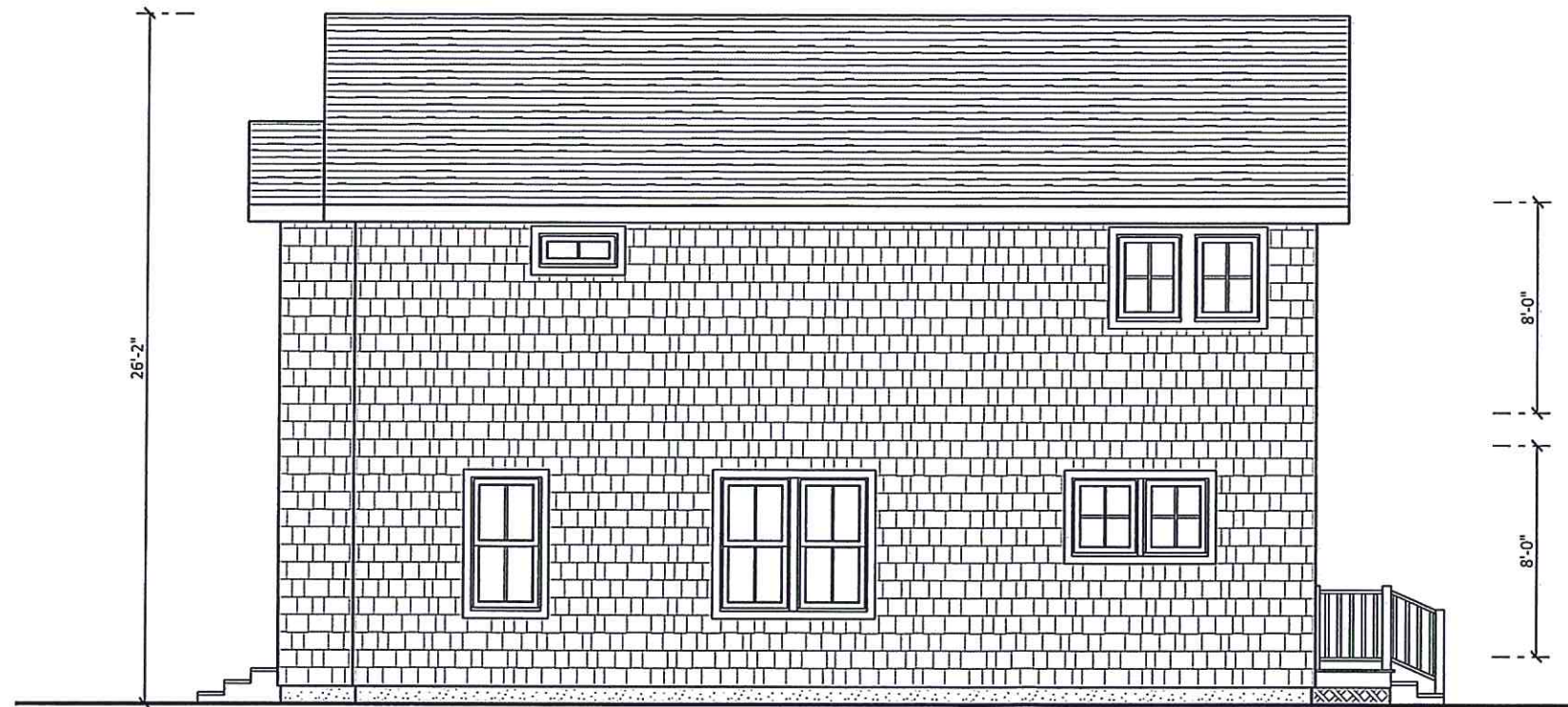
now or formerly  
 Mathie Realty LLC

now or formerly  
 Joshua Horton &  
 Yvonne Lieblein

now or formerly  
 Scott Klipp



**FRONT ELEVATION**  
SCALE: 1/4" = 1'-0"



**RIGHT ELEVATION**  
SCALE: 1/4" = 1'-0"

PROPOSED ADDITION  
**AILEEN ROSEN**  
630 SECOND STREET  
GREENPORT , NY

**Joseph Fischetti, P.E.**  
PROFESSIONAL ENGINEER  
P.O. BOX 616  
SOUTHOLD, NY  
(631) 765-2954

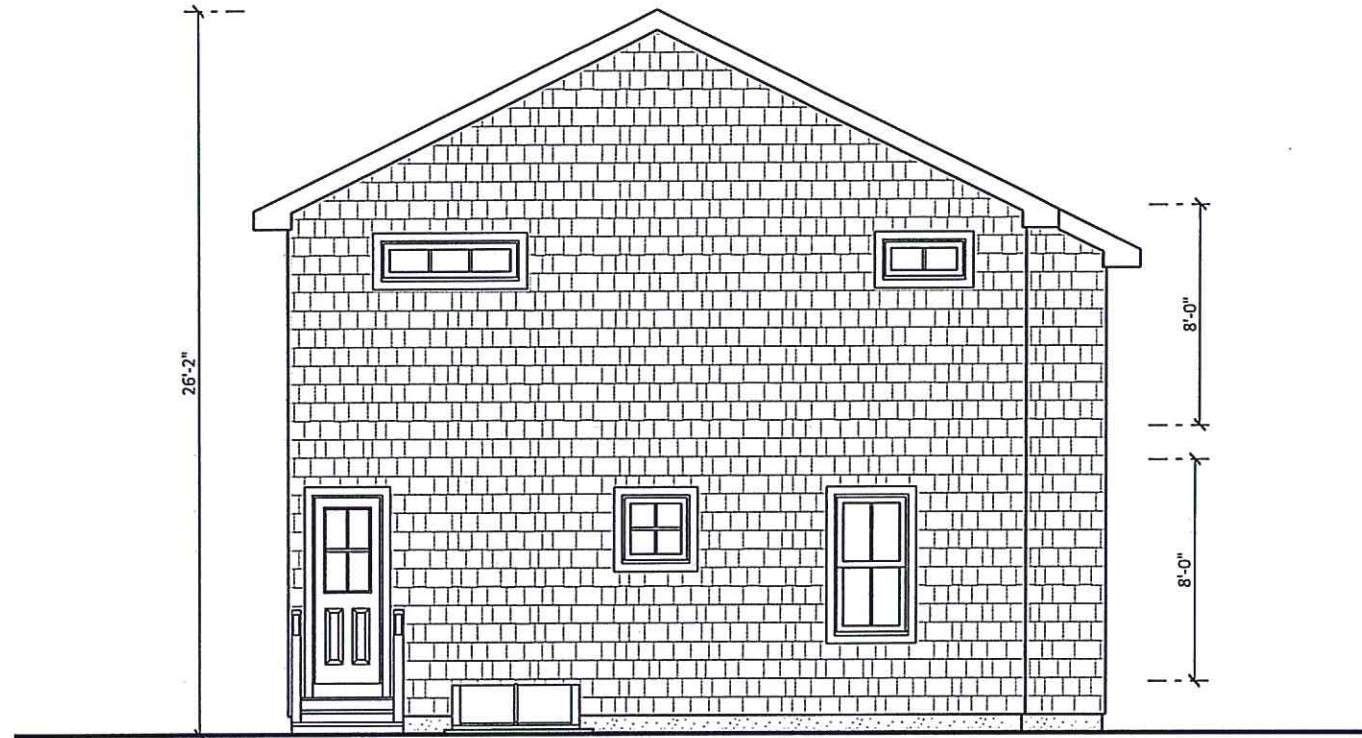
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4/13/2021

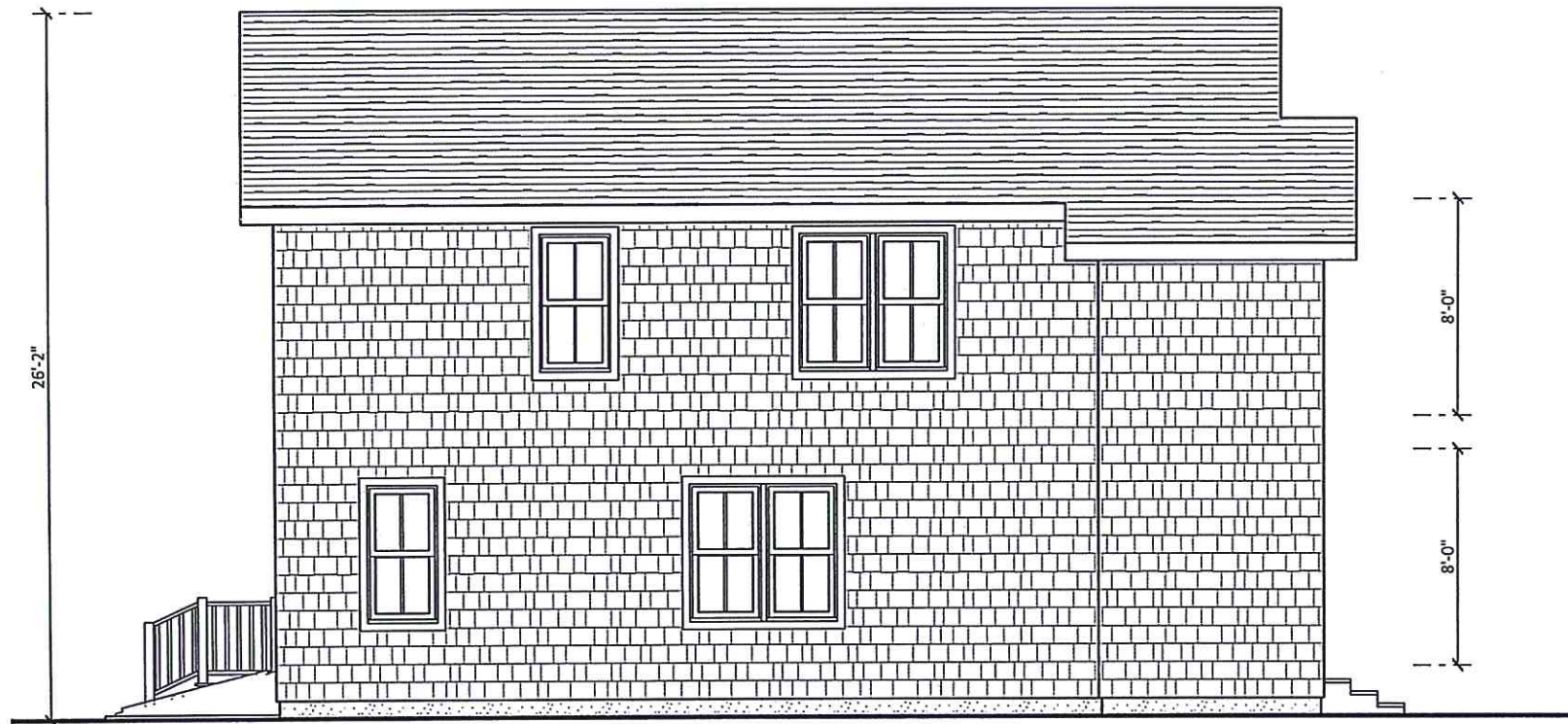
SCALE: SEE PLAN

SHEET NO:

**A-1**



REAR ELEVATION  
SCALE: 1/4" = 1'-0"



LEFT ELEVATION  
SCALE: 1/4" = 1'-0"

PROPOSED ADDITION  
AILEEN ROSEN  
630 SECOND STREET  
GREENPORT , NY

Joseph Fischetti, P.E.  
PROFESSIONAL ENGINEER  
P.O. BOX 616  
SOUTHOLD, NY  
(631) 765-2954

DRAWN BY: JF

4/13/2021

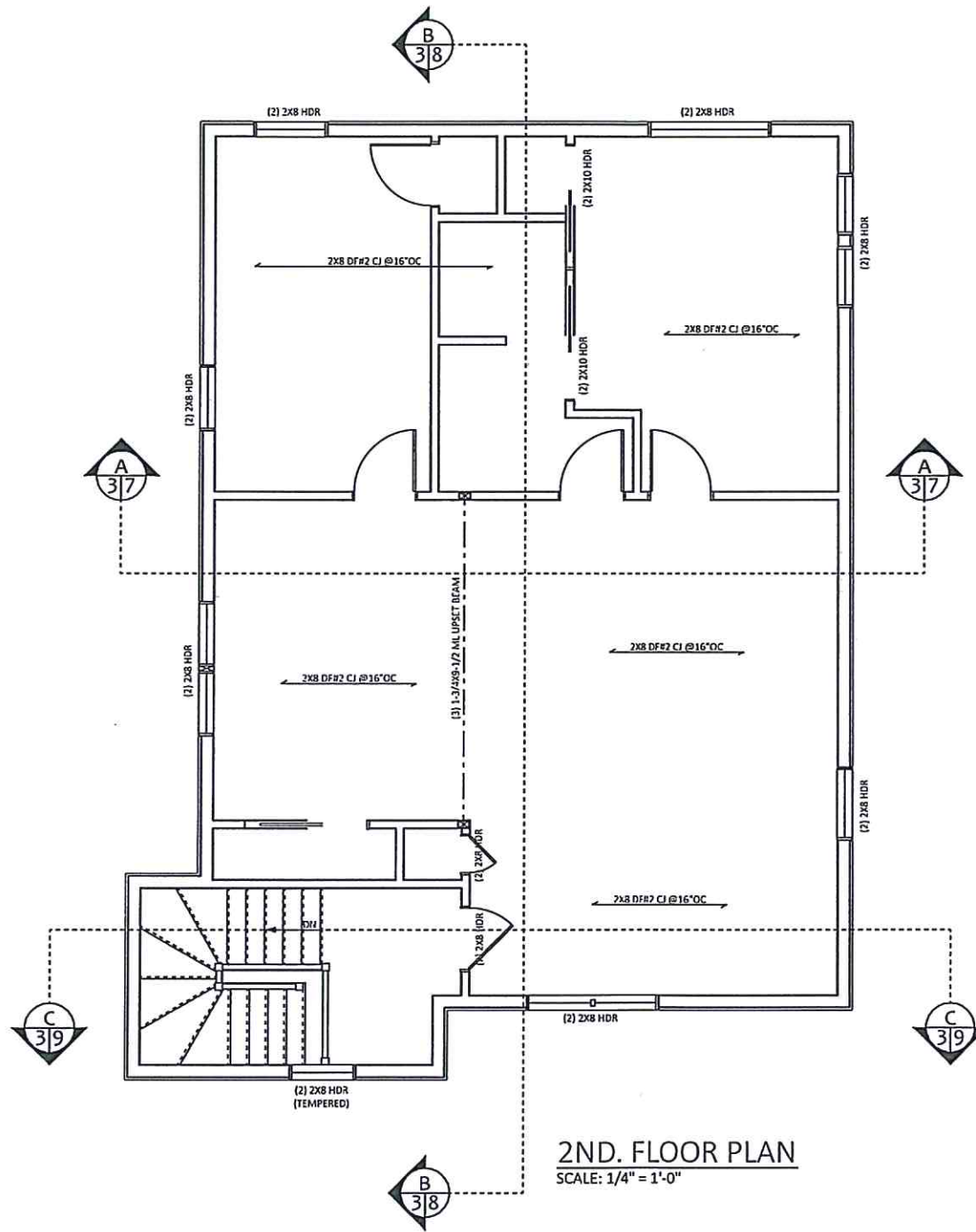
SCALE: SEE PLAN

SHEET NO:

A-2







PROPOSED ADDITION  
**AILEEN ROSEN**  
 630 SECOND STREET  
 GREENPORT , NY

**Joseph Fischetti, P.E.**  
 PROFESSIONAL ENGINEER  
 P.O. BOX 616  
 SOUTHOLD, NY  
 (631) 765-2954

DRAWN BY: JF

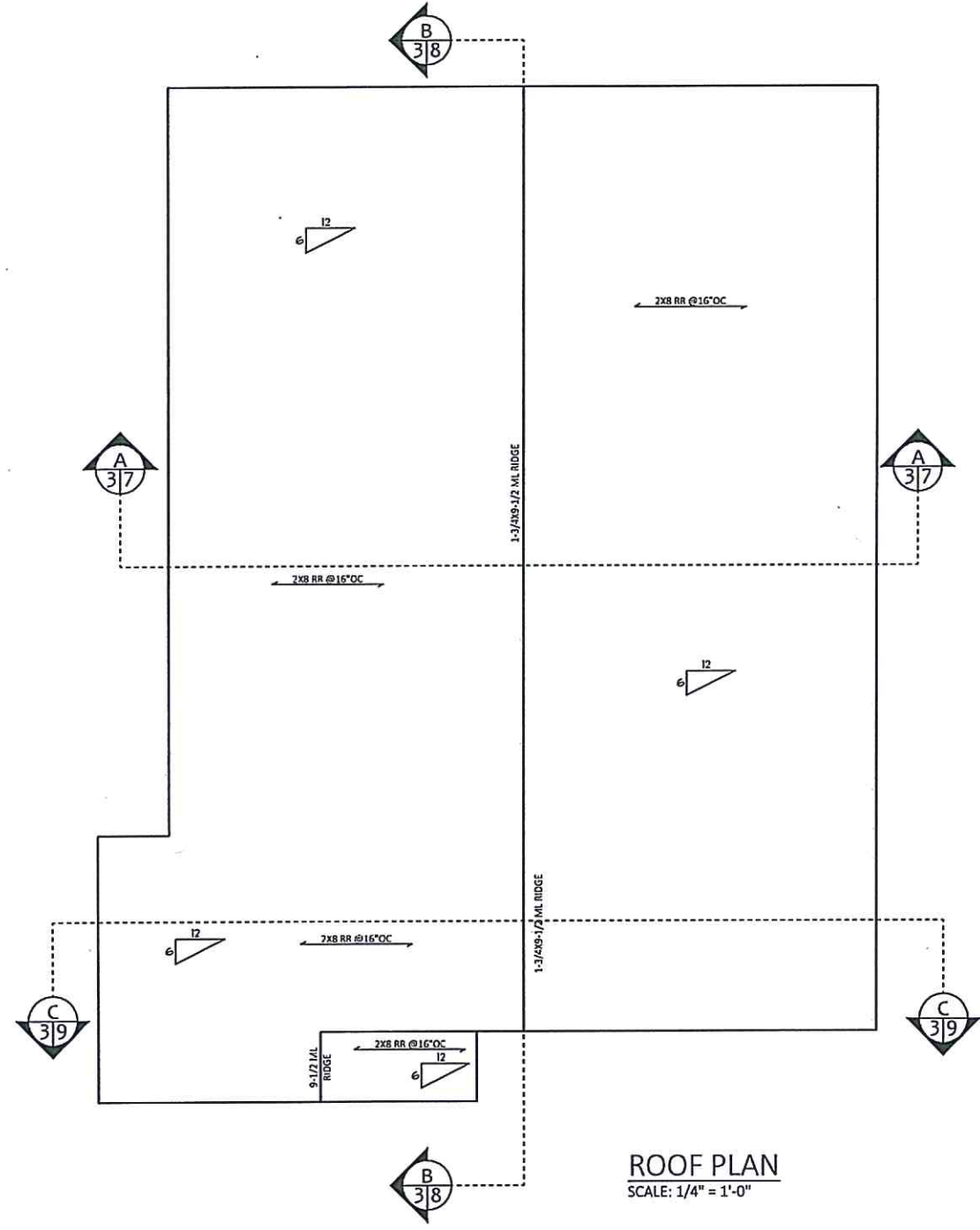
4/13/2021

SCALE: SEE PLAN

SHEET NO:

**S-3**





**ROOF PLAN**  
SCALE: 1/4" = 1'-0"

PROPOSED ADDITION  
**AILEEN ROSEN**  
 630 SECOND STREET  
 GREENPORT, NY

**Joseph Fischetti, P.E.**  
 PROFESSIONAL ENGINEER  
 P.O. BOX 616  
 SOUTHDOWN, NY  
 (631) 765-2954

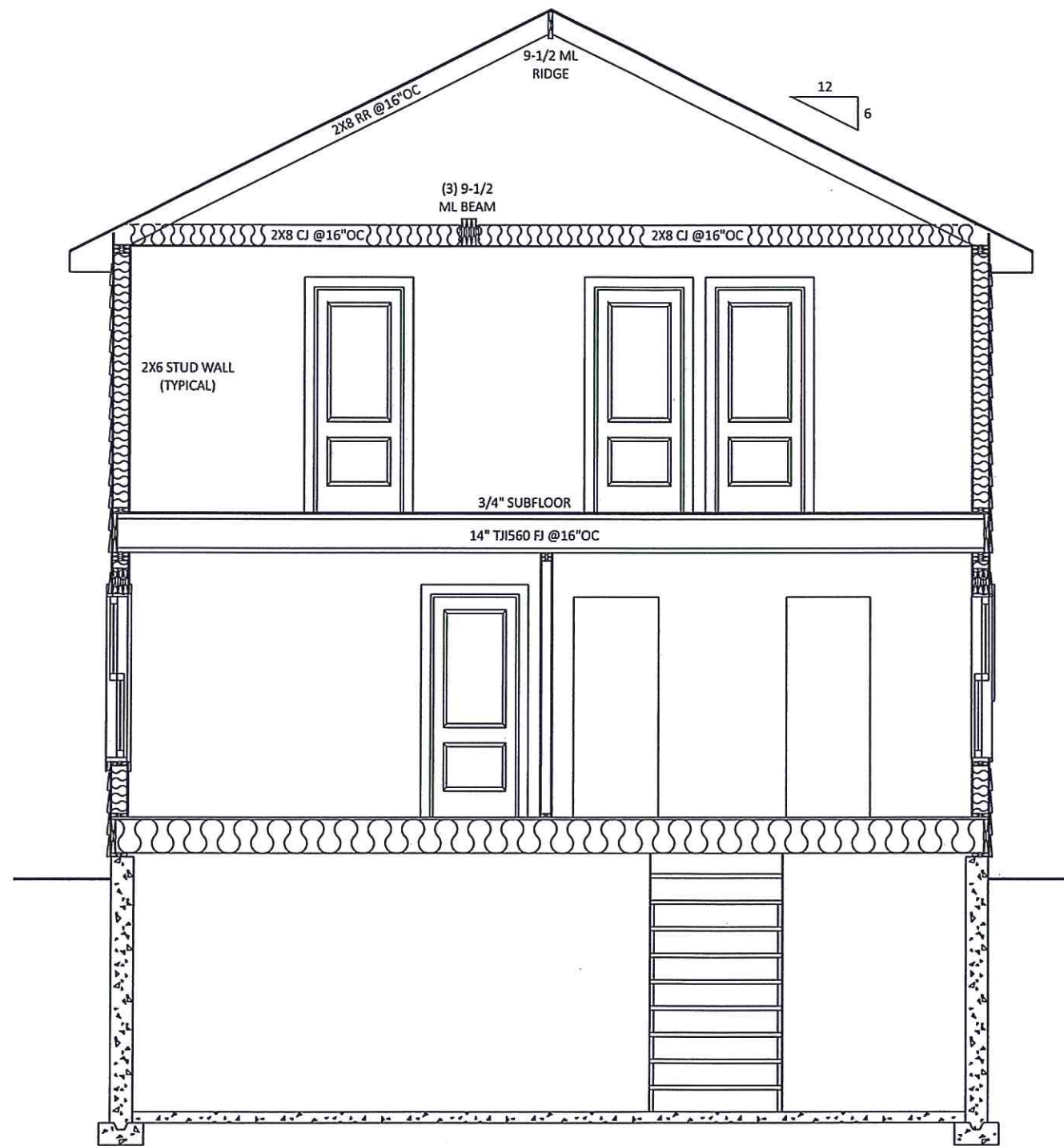
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4/13/2021

SCALE: SEE PLAN

SHEET NO:

**S-4**



**CROSS SECTION A**  
 SCALE: 3/8" = 1'-0"

PROPOSED ADDITION  
**AILEEN ROSEN**  
 630 SECOND STREET  
 GREENPORT , NY

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 SOUTHDOWN, NY  
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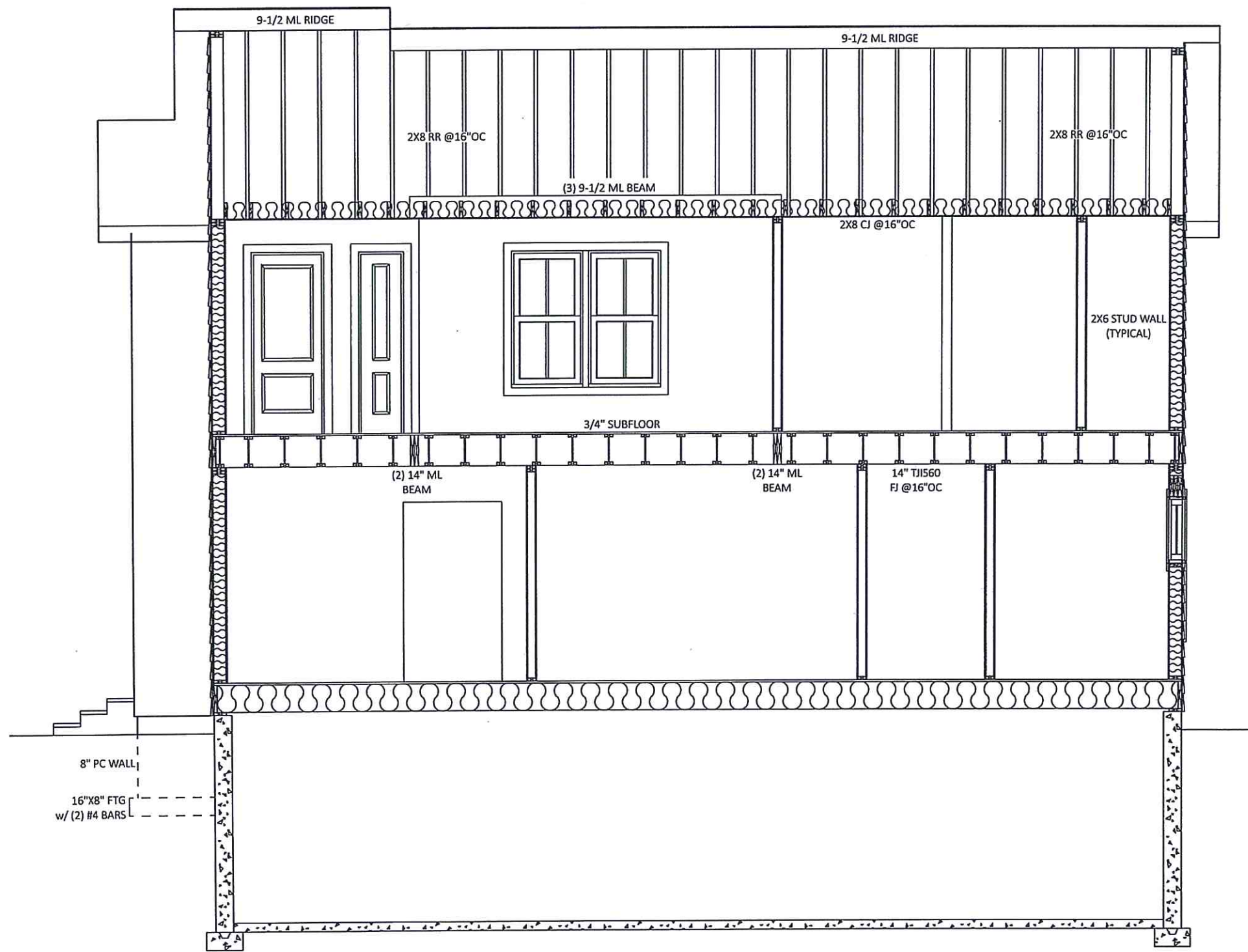
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4/13/2021

SCALE: SEE PLAN

SHEET NO:

**S-5**



**B**  
3/8 CROSS SECTION B  
SCALE: 3/8" = 1'-0"

PROPOSED ADDITION  
**AILEEN ROSEN**  
 630 SECOND STREET  
 GREENPORT, NY

**Joseph Fischetti, P.E.**  
 PROFESSIONAL ENGINEER  
 P.O. BOX 616  
 SOUTHDOWN, NY  
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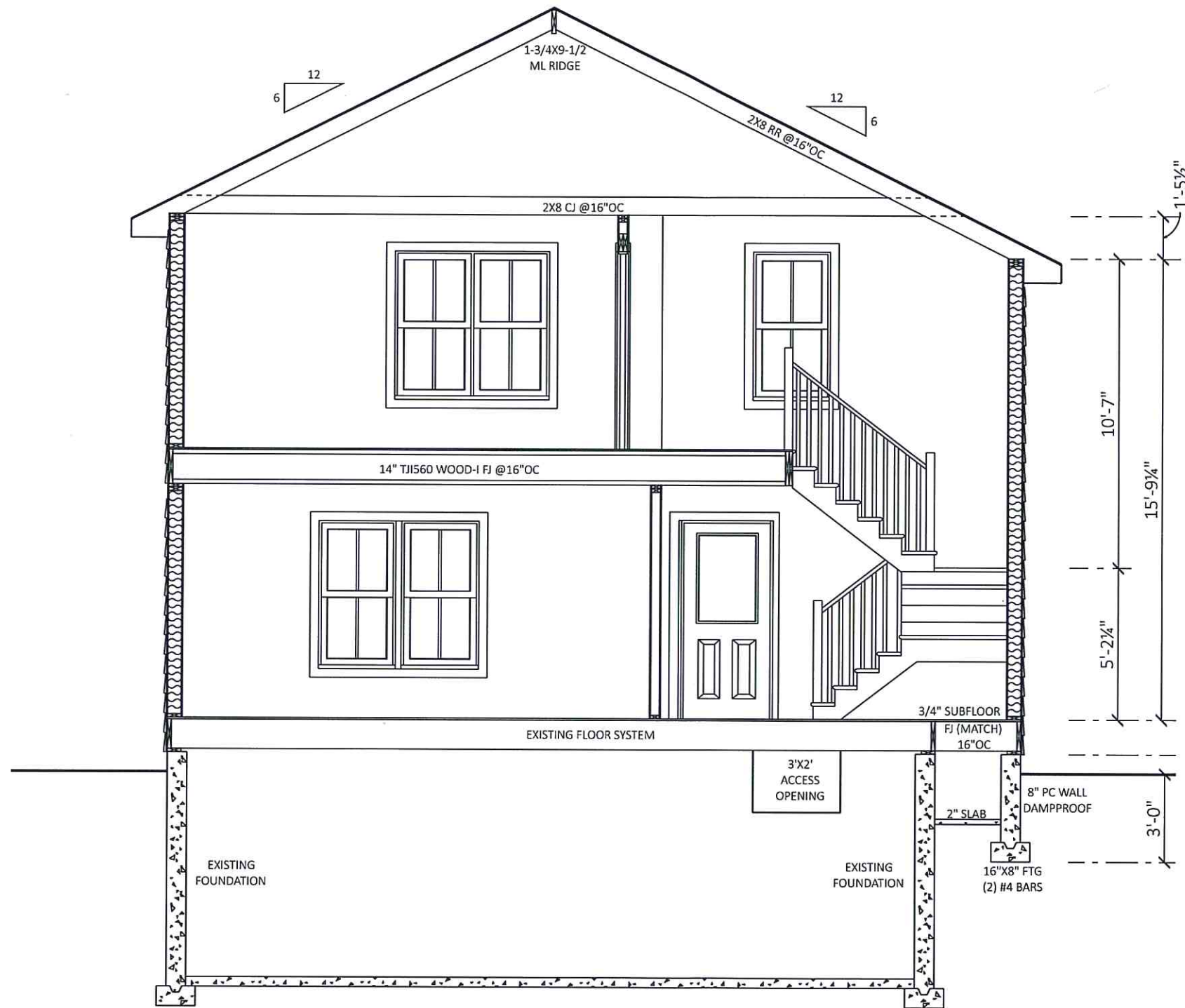
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4/13/2021

SCALE: SEE PLAN

SHEET NO:

**S-6**



**C**  
3/9 CROSS SECTION C  
SCALE: 3/8" = 1'-0"

PROPOSED ADDITION  
**AILEEN ROSEN**  
 630 SECOND STREET  
 GREENPORT , NY

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 P.O. BOX 616  
 SOUTHDOWN, NY  
 (631) 765-2954

DRAWN BY: JF

4/13/2021

SCALE: SEE PLAN

SHEET NO:

**S-7**