



September 28, 2020

ARCHITECTURAL REVIEW BOARD MEETING NOTIFICATION

Dear Chautauquan,

The owners of 30 Clark Avenue (Margaret and Richard Viehe) in the Mixed-Use Core District are coming before the Architectural Review Board with plans to erect a retractable awning on the easterly corner of their house that encroaches within the rear-yard setback. Therefore, this project requires an Architectural Review Board review.

Variations/Requests being considered:

1. Variance to encroach upon the required 10' westerly side-yard setback with a retractable awning; (ALU 4.3.6)
2. Any other variances or special requests that are required and discovered in the process of review and discussion of the proposed project.

You are receiving this notification because your property is within 150' of the proposed project site.

Plans for this project may be reviewed in the office of the Administrator of Architectural and Land Use Regulations in the Colonnade Building or online at <https://chq.org/about-us/property-construction-resources#arb-notice-minutes>.

The Architectural Review Board will meet on Thursday November 4, 2020 at **9:00 AM** via Zoom conference. See instructions for joining this conference below. Please submit any comments that you may have in writing for the Architectural Review Board's consideration. E-mails are preferred and may be submitted to John Shedd at arb@ciweb.org until 12:00 noon on November 3, 2020.

Join Zoom Meeting

PO Box 28
Chautauqua, New York 14722
716.357.6245 / 716.357.9014 (fax)
jshedd@chq.org

Join Zoom Meeting

<https://us02web.zoom.us/j/89927753064>

Meeting ID: 899 2775 3064

One tap mobile

+16468769923,,89927753064# US (New York)

+13017158592,,89927753064# US (Germantown)

Dial by your location

+1 646 876 9923 US (New York)

+1 301 715 8592 US (Germantown)

+1 312 626 6799 US (Chicago)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 408 638 0968 US (San Jose)

+1 669 900 6833 US (San Jose)

Meeting ID: 899 2775 3064

Find your local number: <https://us02web.zoom.us/j/89927753064>

Sincerely,

CHAUTAUQUA INSTITUTION



John L. Shedd, AIA – Architect

Vice President of Campus Planning and Operations/

4Administrator of Architectural & Land Use Regulations

PO Box 28
Chautauqua, New York 14722
716.357.6245 / 716.357.9014 (fax)
jshedd@chq.org

**CHAUTAUQUA INSTITUTION
ARCHITECTURAL AND LAND USE COMPLIANCE CERTIFICATE APPLICATION**

Chautauqua Institution has adopted specific regulations for ALL construction, landscaping and use of properties on the grounds. All construction work (except routine maintenance; interior finishes, non-structural interior alterations; kitchen/bath alterations; interior mechanical systems; exterior painting) must first be reviewed and approved by the Administrator of Architectural & Land Use Regulations prior to starting. (See Compliance Process Matrix 6.3 in Regulations). A current, valid Compliance Certificate from the Institution MUST BE POSTED on the site for this work. (Fee \$25) For some projects, a Town of Chautauqua Building Permit may also be required from the Town of Chautauqua.

PLEASE FILL IN FOLLOWING INFORMATION:

- A) Owner's Name Margaret and Richard Viene
 Chautauqua Address 30 Clark Ave
 Permanent Address 21 Inverness Lane, Newport Beach, CA
 Owner's Phone # 949-640-5774 Owner's Cell # 949-279-7314 9266
 Owner's e-mail rviene@me.com
- B) Construction Site House Number 30 Clark Ave Unit # _____
- C) District of Construction Site: Mixed Use Core () Neighborhood Traditional
 () Neighborhood Suburban () Miller Park () Suburban Multi-Family
 () Garden District () Woodlands () Highlands

D) Prime Contractor / CM (Names, Phone Numbers, e-mail address) Mark Sexton, Jamestown
Awning 716-483-1435 service@jamestownawning.com

- Contractor Authorization Certificate # _____
 Subcontractor (Names & Phone Numbers) _____
 Contractor Authorization Certificate # _____
 Subcontractor (Names & Phone Numbers) _____
 Contractor Authorization Certificate # _____
 Subcontractor (Names & Phone Numbers) _____
 Contractor Authorization Certificate # _____

- E) Type of Work To Be Performed: () Interior Structural Alterations () Demolition
 () Driveways/Walks/Patios () Foundation work () Window changes/replacements
 () Porches/Decks/Patios/Pergolas/Balconies () Site Features or change of grade
 () New Construction () Exterior HVAC/ Mechanical Units () Roofs
 () New Awnings () Additions () Reconstruction () Renovation
 () Garage Other patio awning

E) Description of Work (Attach drawings if available): Also complete item "K", next page
Installation of 8700 Model retractable awning

F) Date Work Is Expected To Begin Spring 2021 To Finish By June 2021

- G) Selected historic preservation classification: (See 4.12 in Regulations)
 () Preservation () Reconstruction () Rehabilitation () Restoration

H) Proposed Materials: (plastic, vinyl are prohibited) retractable Sunbrella awning and supports

I) Identify the industry recognized architectural style: _____

J) Identify tree disturbances (within canopy) and/or proposed removals: none

K) Describe how site drainage during construction and after construction will be managed in compliance with Regulations (attach drawings if necessary): _____

retracted during rain

L) Describe how you will manage legal off-street parking on the project site: _____

M) THE INSTITUTION STAFF CANNOT GRANT SPECIAL EXCEPTIONS TO, OR VARIANCES FROM, THE ARCHITECTURAL AND LAND USE REGULATIONS. PLEASE INDICATE BELOW IF THE WORK IS SUCH THAT ACTION FROM THE ARCHITECTURAL REVIEW BOARD (ARB) IS REQUIRED.

Variance Is Being Requested YES NO
Special Exception is Requested YES NO
Describe Variances/Exception Requested _____

N) Lot Size, Intensity, Impervious Surface Ratio: (See Regulations for definitions)

Lot Width: _____ Lot Area: 1311ft² Floor/Area Ratio: _____
Per morato

*Building * 501ft²
* for assessors site*

Impervious Surface Ratio: _____

O) Height to Eave: _____ Height to Highest Ridge/Point: _____

P) I agree to reimburse Chautauqua Institution for all costs, repairs and/or construction to any road surface and/or right-of-way resulting from construction activities YES NO

Q) I agree to abide by the Rules & Regulations Chautauqua Institution and the Architectural and Land Use Regulations: YES NO

R) I understand that financial penalties apply for violations of the Architectural and Land Use Regulations and I agree to pay such fines if violations occur: YES NO
(Refer to Schedule of Penalties. Liens will be placed upon properties for unpaid penalties)

Schedule of Penalties (See Regulations)

For All Projects

- 1. Failure to Post Compliance Certificate in Visible Location on Property
\$ 25 / day
- 2. Commencement of Construction Activities prior to receipt of Chautauqua Institution Certificate of Compliance
Max. \$1,000 or \$250 / day
- 3. Unauthorized Demolition
Max. \$10,000 or \$100 / day
- 4. Construction Site Maintenance
\$100 / day
- 5. Failure to Correct Violation
Max. \$1,000 or \$100 / day
- 6. Removal of Tree from Institution Property
\$10,000 Max. - \$5,000 Min. per tree
- 7. Removal of Tree from Private Property
\$ 5,000 Max - \$1,000 Min. per tree

Acknowledgement:

I understand that by signing this document I agree to abide by the Rules & Regulations of Chautauqua Institution and the Architectural and Land Use Regulations. I also certify that the above information is true and correct to the best of my knowledge and that I understand and agree to pay the listed penalties in the instances of violations;

[Handwritten Signature]
Property Owner's Signature ***

9-8-2020
Date

Prime Contractor / CM's Signature

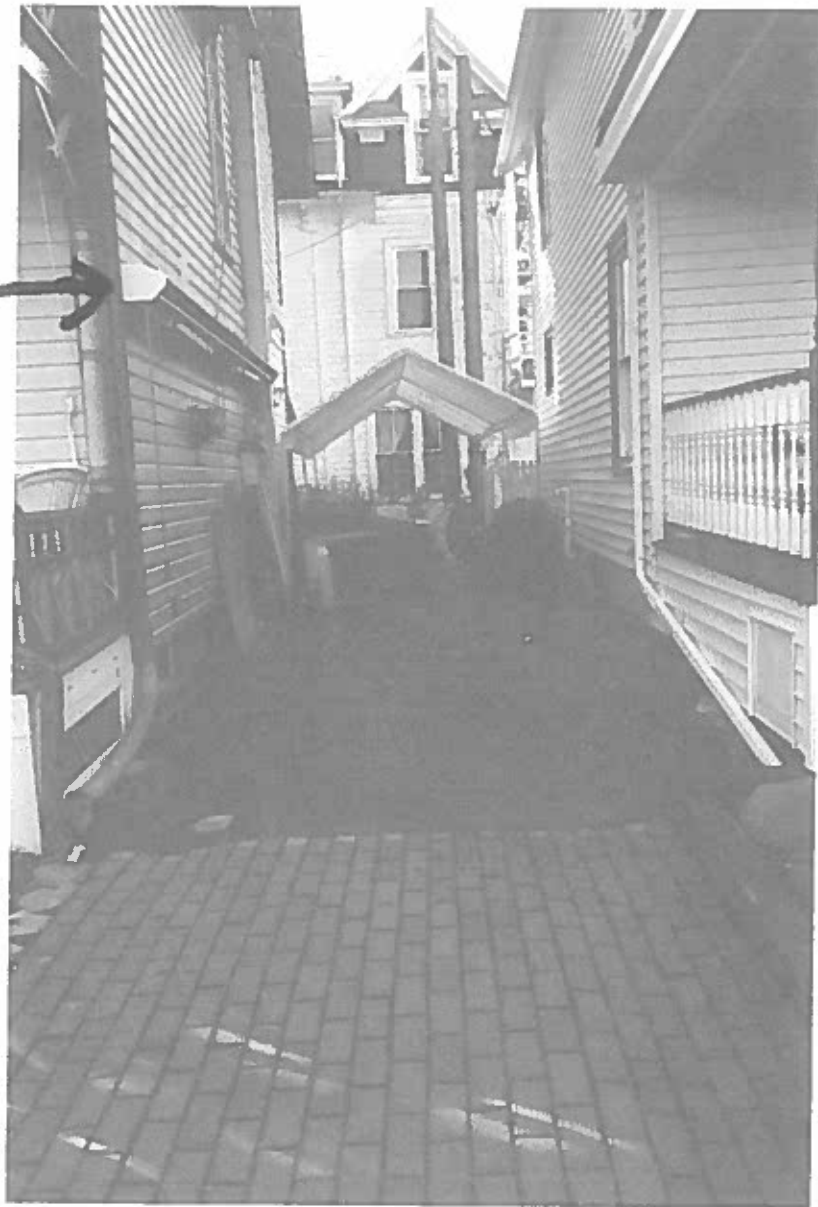
Date

NOTE: ALL CONTRACTORS MUST HAVE A CERTIFICATE OF AUTHORIZATION ISSUED BY CHAUTAUQUA INSTITUTION PRIOR TO PERFORMING CONSTRUCTION ON THE GROUNDS OF CHAUTAUQUA INSTITUTION.

No changes shall be made in such work that deviate from that submitted without the prior approval of the Institution. The issuance of a Compliance Certificate is in addition to and not in substitution for required building permits issued by appropriate governmental authorities, especially the Town of Chautauqua and the Chautauqua Utility District.

+++++ Office Use ONLY +++++

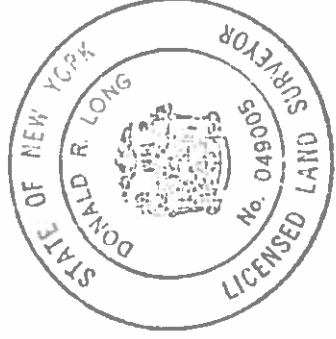
Date Application Received _____ In Person _____ By Mail _____
 Request Investigated by _____ Date _____
 Permit Approved () YES () NO Date _____
 Recommend to ARB () YES () NO Date _____
 ARB Approval () YES () NO Date _____
 Permit Issued By _____ Permit Number _____ Date _____
 Other Notes _____



Replace this tent (10'x20')
with a Retractable
Awning - like the one
shown in foreground

LEGEND
OF
POWER

This survey was adopted by the Professional Land Surveyors of the State of New York, bearing a license section 2205 of the Education Law, hereby certify that the drawing was by *W. Long* and that this is *Donald R. Long*



SCALE: 1" = 10'

ROBERT CHAFFEE SURVEY

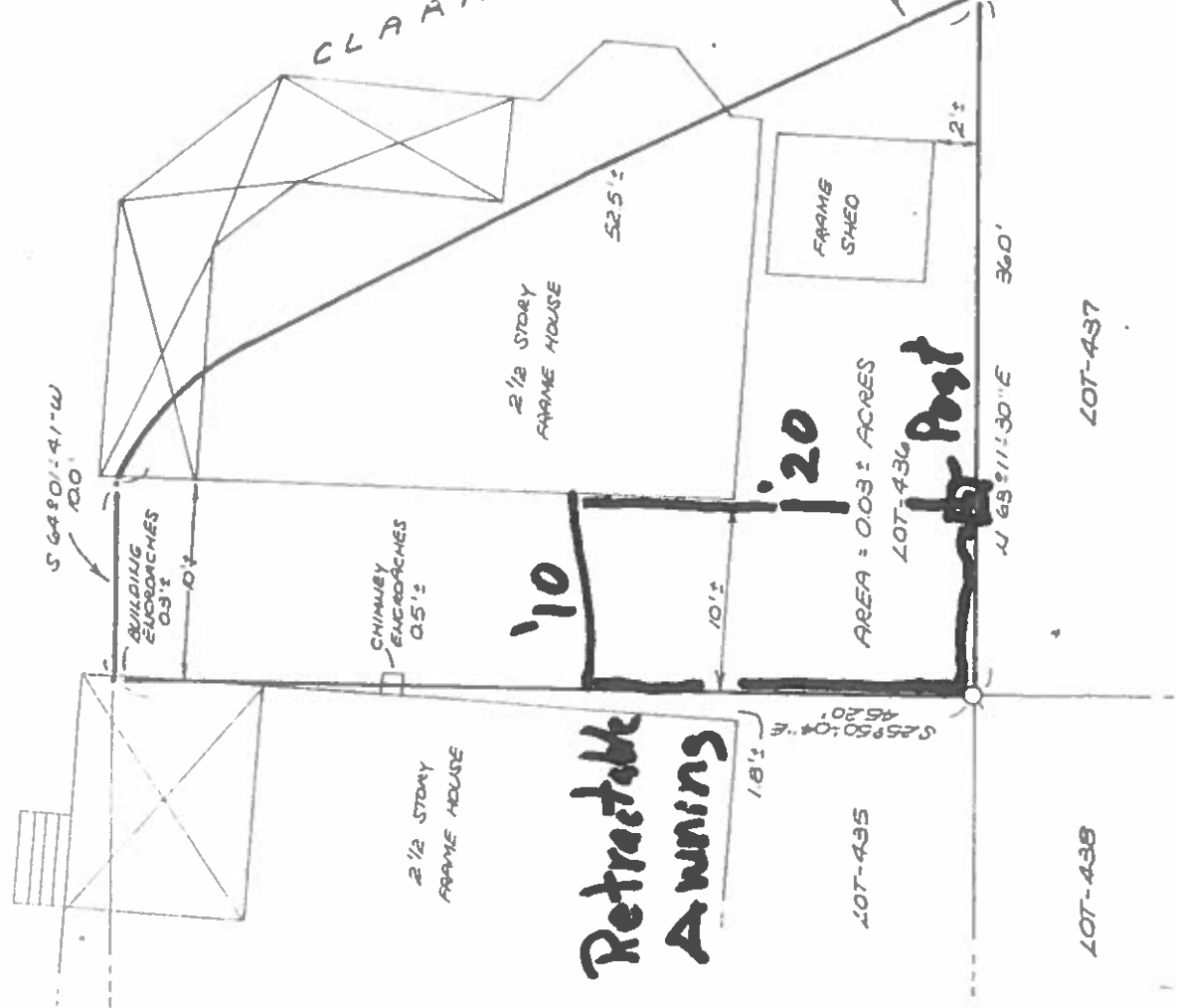
LOT-436 OF CHAUTAUQUA INSTITUTION
CHAUTAUQUA INSTITUTION
NEW YORK STATE

CLARK AVENUE

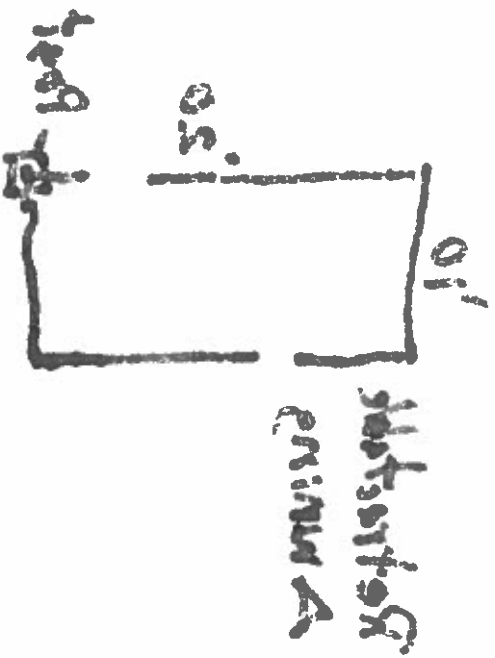
NORTH FROM PRIOR SURVEY

CLARK STREET

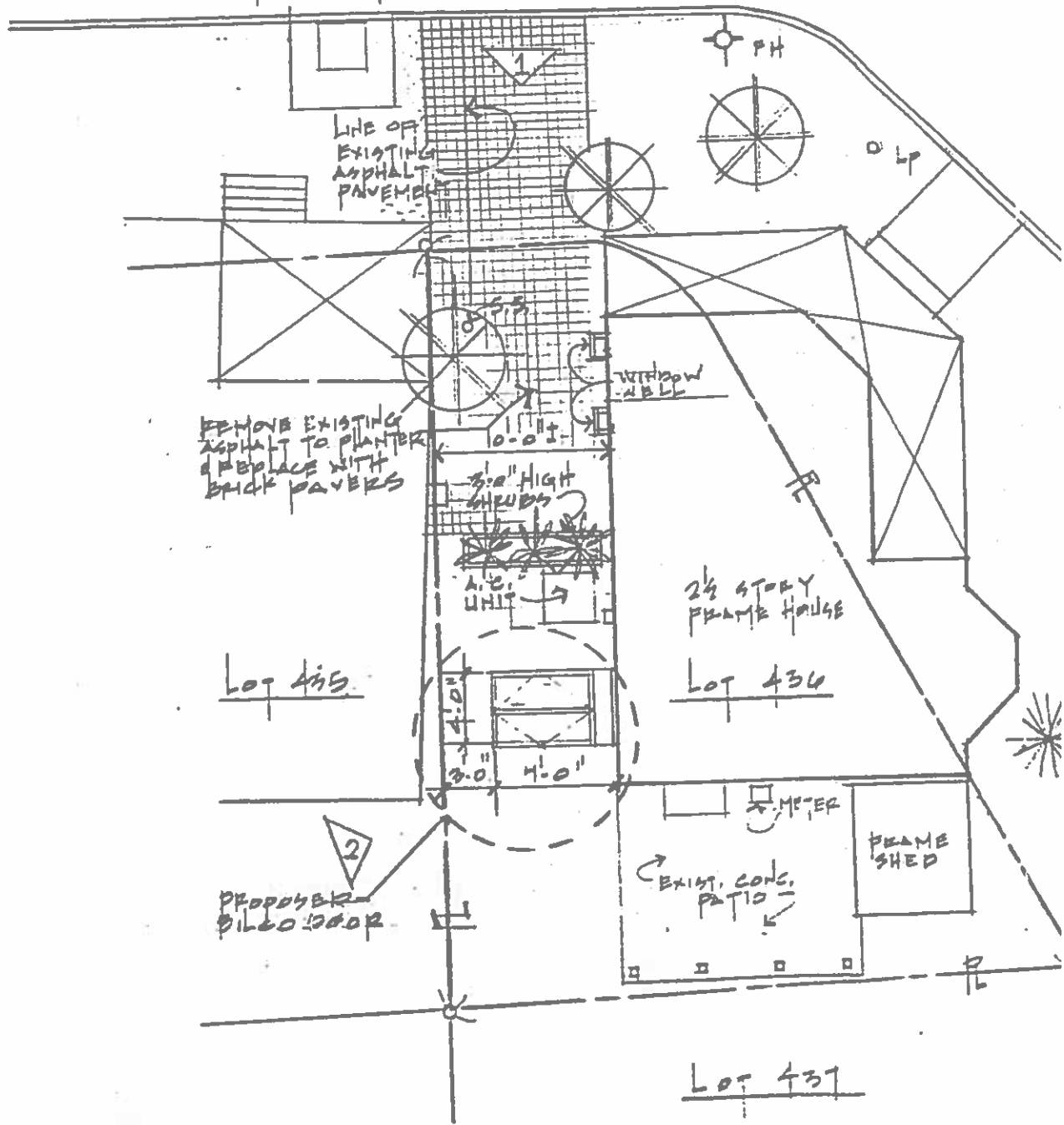
SOUTHWESTERLY BOUNDARY OF CLARK STREET



NOTE: BOUNDARY OF CLARK STREET TAKEN FROM



PALESTINE AVENUE

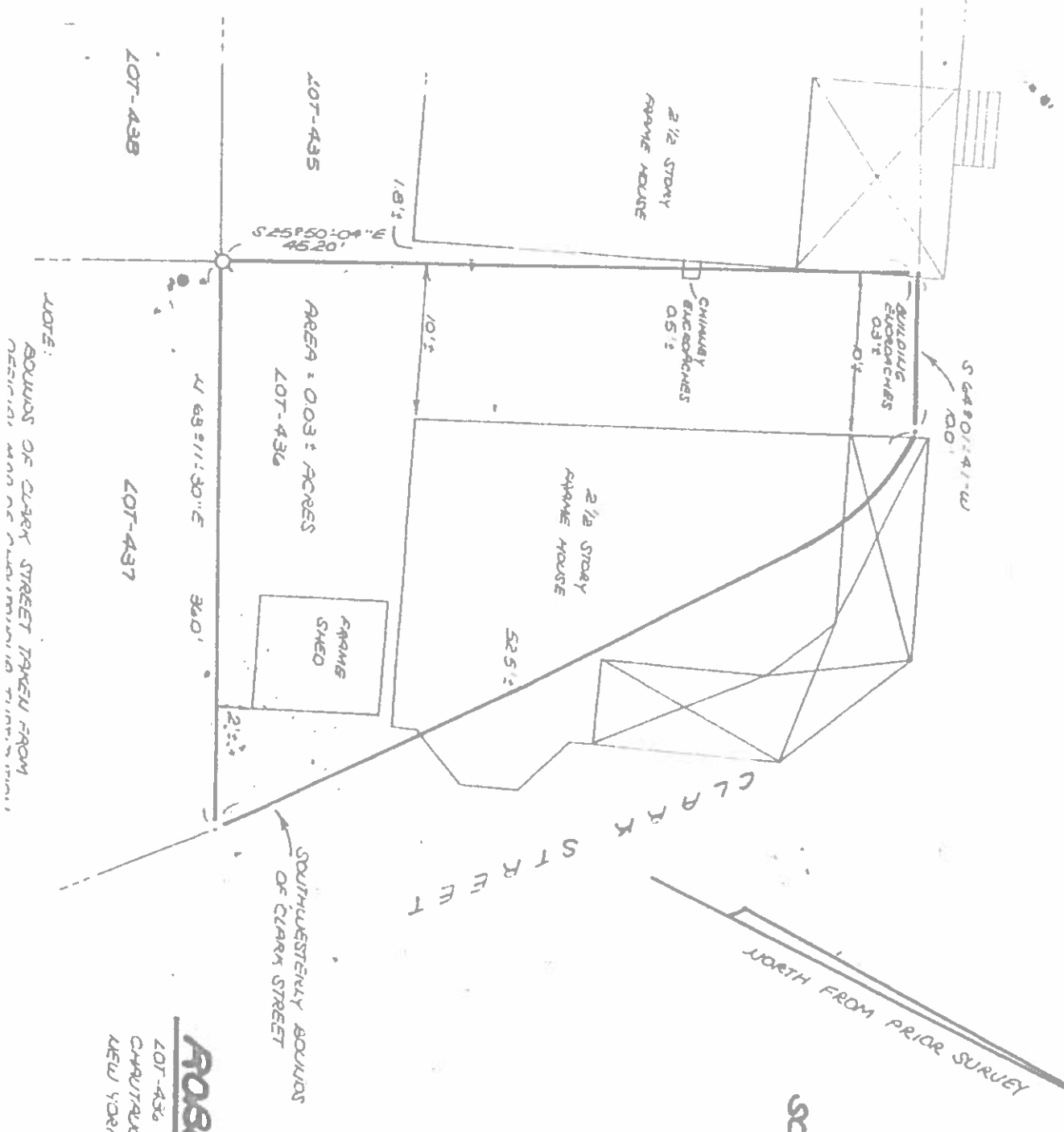


SITE PLAN

SCALE: 1" = 10'-0"

RECORDED
 PLANNING
 DEPARTMENT

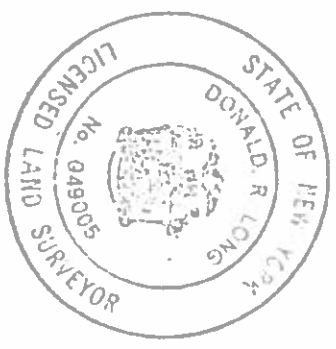
CLARK AVENUE



NOTE: BOUNDS OF CLARK STREET TAKEN FROM SECTION 1 AND 2 OF TOWNSHIP 12 NORTH RANGE 11 WEST

NORTH FROM PRIOR SURVEY

SCALE: 1" = 10'



LEGEND:
D 0.0000

THIS SURVEY WAS
ADOPTED BY THE
PROVISIONS OF
UNLAWFUL IN
DRAWING A LEGAL
SECTION 72 OF 31
EDUCATION LAW
NEVER BEING
DRAWING WAS BY
AND THAT THIS M
1921
Donald R. Long

ROBERT CHAFFEE SURVEY
 LOT 436 OF CHARITABLE INSTITUTION
 CHARITABLE INSTITUTION
 NEW YORK STATE

September 2, 2020

Richard Viehe
21 Inverness Lane
Newport Beach, CA 92660
949-279-7314

rveihe@me.com

Re: 30 Clark Ave. Chautauqua, NY

Dear Mr. Viehe,

Thank you for the opportunity to quote an 8700 Model retractable awning for your Chautauqua home.

The unit would measure 20' wide and have a 10'2" projection. The awning would be motorized and the cover would be made of the Sunbrella Shade fabric of your choice.

The unit would be attached to the house and one post with a beam secured to the corner of the house.

The cost would be \$4,780.00 plus tax installed.

Please note that retractable units are strictly designed for sun protection. They are not intended to be used in the rain and are also vulnerable to wind damage. If the unit is left extended and unattended in such weather conditions, all warranties will be voided.

A permit would need to be secured by yourself from the Chautauqua Institution management prior to ordering and installing the unit.

Please feel free to give us a call if you have any questions or if you would like to place your order.

To place your order, we request a 50% deposit and the name and number of the fabric you have selected.

Thank you. We look forward to hearing from you.

Sincerely,

Mark Saxton
KW

313 Steele Street Jamestown, NY 14701 www.jamestownawning.com
Phone (716)483-1435 Fax (716)483-3995 Email: Service@JamestownAwning.com

From: Richard Viehe rviehe@me.com
Subject: Fwd: Quote for Viehe- 30 Clark Ave.
Date: Sep 2, 2020 at 2:52:20 PM
To: Margaret Viehe megviehe@gmail.com
Bcc: Richard Viehe rviehe@me.com

Sent from my iPhone

Begin forwarded message:

From: Jamestown Awning Service <service@jamestownawning.com>
Date: September 2, 2020 at 1:01:11 PM EDT
To: Richard Viehe <rviehe@me.com>
Subject: Quote for Viehe- 30 Clark Ave.

Mr. Viehe,

Please see the attached quote as a result of your recent meeting with Mark Saxton.

Please do not hesitate to reach out with any questions or to place an order.

Thanks- Kellie

Kellie K. Work
Jamestown Awning & Party Tents
www.JamestownAwning.com
(716) 483-1435 - Tel
(716)483-3995 - Fax



Jamestown
Awning
INCORPORATED

