



## OFFICE OF CAMPUS PLANNING & OPERATIONS

### ARCHITECTURAL REVIEW BOARD MEETING NOTIFICATION

December 29th 2023

Memo: Correction to address included in letter dated December 18th 2023

Dear Chautauquan,

The owners of 25 Vincent Avenue, Troy and Kristin Henikoff, are coming before the Architectural Review Board with plans proposing the removal of the existing Building on their property to build a new Building. This work proposes demolition of the existing Building at the Henikoff's property on Vincent due to structural deficiency, dangerous conditions present on-site, and Technical Infeasibility of work within the conditions present within the existing Building. Therefore, this project requires an Architectural Review Board review for the following considerations required as a part of this proposal's scope of work.

Variances/Requests being considered:

1) Request for Full Demolition

You are receiving this notification because your property is approximately within 150' of the proposed project site. Plans for this project may be reviewed online using the following link: [Architecture Review Board \(ARB\) News and Notes - Chautauqua Institution \(chq.org\)](https://chq.org/architecture-review-board-news-and-notes)

The Architectural Review Board will meet on **February 1st 2024 on a Zoom call at 12:00pm Noon. Please use the link below if you would like to join the Zoom call.** 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 the Administrator of Architectural and Land Use Regulations at [arb@chq.org](mailto:arb@chq.org) until 12:00pm noon on January 31st 2024.

PO Box 28 • Chautauqua, NY 14722  
716.357.6245 • 716.357.9014 (fax)  
[ARB@chq.org](mailto:ARB@chq.org) • [chq.org](https://chq.org)

Topic: ARB Meeting

Time: Feb 1, 2024 12:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/85642067137?pwd=WTlmeiNaNWNEb3kvNjBPVGhhQ0c5QT09>

Meeting ID: 856 4206 7137

Passcode: 0201

One tap mobile

+16469313860,,85642067137#,,,,\*0201# US

+16468769923,,85642067137#,,,,\*0201# US (New York)

Dial by your location

- +1 646 931 3860 US
- +1 646 876 9923 US (New York)
- +1 312 626 6799 US (Chicago)
- +1 301 715 8592 US (Washington DC)
- +1 305 224 1968 US
- +1 309 205 3325 US
- +1 719 359 4580 US
- +1 253 205 0468 US
- +1 253 215 8782 US (Tacoma)
- +1 346 248 7799 US (Houston)
- +1 360 209 5623 US
- +1 386 347 5053 US
- +1 408 638 0968 US (San Jose)
- +1 507 473 4847 US
- +1 564 217 2000 US
- +1 669 444 9171 US
- +1 669 900 6833 US (San Jose)
- +1 689 278 1000 US

Find your local number: <https://us02web.zoom.us/j/kbsUzCxn7Y>

Thank you for your time!

Respectfully,



**Ryan B. Boughton, Assoc. AIA**

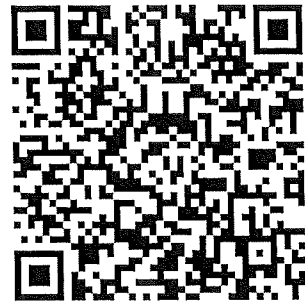
Administrator of Architectural and Land Use Regulations

[rboughton@chq.org](mailto:rboughton@chq.org) | o: 716.357.6245

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## Office Use ONLY

Application Received: In Person \_\_\_ By Mail \_\_\_ By Email \_\_\_ Date \_\_\_\_\_  
 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 \_\_\_\_\_



Website link: [www.chq.org/construction-resources](http://www.chq.org/construction-resources)

## ARCHITECTURAL AND LAND USE COMPLIANCE CERTIFICATE APPLICATION

Chautauqua Institution has 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 and Land Use Regulations prior to starting work on-site.** (See Compliance Process Matrix 6.3 in the Architectural and Land Use Regulations). A current, valid Compliance Certificate issued by Chautauqua Institution's Office of Campus Planning **MUST BE POSTED** on the site for the duration of the approved project work. A Town of Chautauqua Building Permit may also be required for the project, depending on the scope of work.

### PLEASE FILL IN THE FOLLOWING INFORMATION:

- A) Property Owner's Name Troy and Kristen Henikoff  
 Chautauqua Address 25 Vincent Ave  
 Permanent Address 1044 Elmwood Ave, Evanston IL 60202  
 Owner's Phone # \_\_\_\_\_ Owner's Cell # 312.278.3460  
 Owner's e-mail troy@henikoff.com
- B) Construction Site House Number 25 Vincent Unit # \_\_\_\_\_
- C) CHQ District of Construction Site: ☒ Mixed Use Core ☐ Neighborhood Traditional  
☐ Neighborhood Suburban ☐ Miller Park ☐ Highlands  
☐ Garden District ☐ Woodlands ☐ Suburban Multi-Family
- D) Prime Contractor / Construction Manager (Names, Phone Numbers, E-mail address)  
Hayshon k Builders Inc, 5073 West Lake Rd, Mayville NY 14147  
 Contractor Authorization Certificate # on file 716 386 6228  
 Subcontractor (Names & Contact Information) \_\_\_\_\_  
 Contractor Authorization Certificate # \_\_\_\_\_  
 Subcontractor (Names & Contact Information) \_\_\_\_\_  
 Contractor Authorization Certificate # \_\_\_\_\_
- E.1) Type(s) of Work To Be Performed: ☐ Interior Structural Alterations ☐ Foundations  
☐ Driveways/Walks/Patios ☐ Window changes/replacements ☐ New Awning  
☒ Demolition ☐ Renovation ☐ Reconstruction ☐ Garage ☐ Additions  
☒ New Construction ☐ Exterior HVAC/ Mechanical Units ☐ Roofs  
☐ Porches/Decks/Patios/Pergolas/Balconies ☐ Site Features or Change of Grade  
☐ Other \_\_\_\_\_
- E.2) Description of Work (Attach additional sheets and/or drawings if available):  
Remove existing structure and build new compliant building

F) Date Work Is Expected To Begin Fall 24 To Finish By Spring 25

G) Selected historic preservation classification: (See 4.12 in Regulations)

☐ Preservation ☐ Reconstruction ☐ Rehabilitation ☐ Restoration

H) Proposed Materials: (plastic, vinyl are prohibited) Compliant

I) Identify the industry recognized architectural style: vernacular

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 applicable): See drawings

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

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 demonstration

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

Lot Width: 40 Lot Area: 2000 Floor/Area Ratio: 21.37

Impervious Surface Ratio: 780%

O) Height to Eave: 23' Height to Highest Ridge/Point: 31'

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 Chautauqua Institution Rules & 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 |

### **Compliance Certificate Review Fees :**

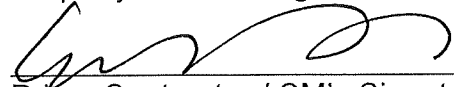
All exterior or interior remodeling	\$35
Additions to existing buildings	\$90
New construction and substantial rehabilitation	\$200
All cases going to the ARB	\$310

Note: Fees/Penalties are reviewed annually by the Board of Trustees and may change without notice.

### **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:

Property Owner's Signature \*\*\*



Prime Contractor / CM's Signature

Date

12/13/23

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.



# Henikoff Residence Option "2.1"

25 Vincent Ave.  
Chautauqua, NY 14722

**DRAWING INDEX:**

CS-1	Cover Sheet
CS-2	Cover Sheet

**SITE**

C-1.1	Survey
C-1.2	Compliance Plan

**ARCHITECTURAL**

A-1.0	Basement Plan
A-1.1	First Floor Plan
A-1.2	Second Plan
A-2.1	Elevations
A-4.1	Building Sections
A-5.1	Roof Plan

**General Notes:**

- All interior partitions are wood stud and 1/2 GWB construction unless noted otherwise.
- All dimensions are from face of stud or face of existing construction unless noted otherwise
- Provide and install sound attenuation batt insulation in all rated partitions.
- Maintain all required fire separations when penetrating rated assemblies
- Do not cut or patch structural members in a manner that will compromise the load capacity of any member.

**Applicable Codes:**

2020 Residential Code of New York State  
Single Family Home  
2020 Fire Code of New York State  
2020 Plumbing Code of New York State  
2020 Mechanical Code of New York State  
The Chautauqua Institution Architectural and  
Land Use Regulations



1 North Perspective  
CS-1 3/8" = 1'-0"

Henikoff Residence Option "2.1"  
25 Vincent Ave  
Chautauqua NY 14722

Drawn By	MBI
Date	12.13.2023
No.	Date

Cover Sheet

CS-1



5073 West Lake Road  
Mayville, NY 14757  
Phone: (716) 386-6228  
Fax: (716) 386-4159  
Email: mbi@mayshark.com

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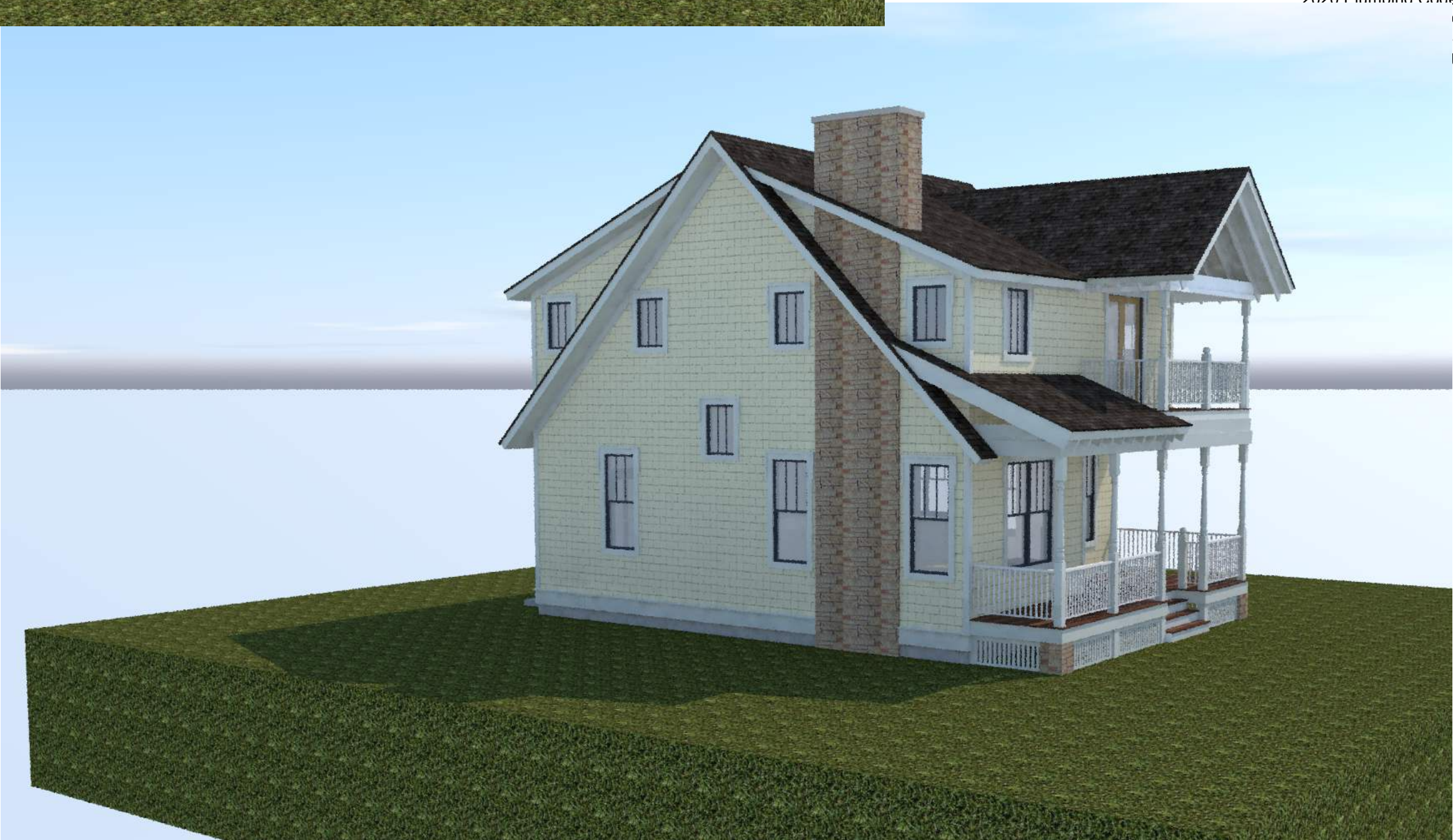


# Henikoff Residence

25 Vincent Ave.  
Chautauqua, NY 14722



1 West Perspective  
CS-2 3/8" = 1'-0"



2 North Perspective  
CS-2 3/8" = 1'-0"

## DRAWING INDEX:

CS-1 Cover Sheet  
CS-1 Cover Sheet

ARCHITECTURAL  
A-4.1 Elevations  
A-4.2 Elevations  
A-4.3 Elevations  
A-4.4 Elevations

## General Notes:

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Single Family Home  
2020 Fire Code of New York State  
2020 Plumbing Code of New York State  
Code of New York State  
titution Architectural and  
ulations

**MAYSHARK**  
ARCHITECTURE | DESIGN | CONSTRUCTION  
5073 West Lake Road  
Mayville, NY 14757  
Phone: (716) 386-6228  
Fax: (716) 386-4159  
Email: mbi@mayshark.com

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25 Vincent Ave  
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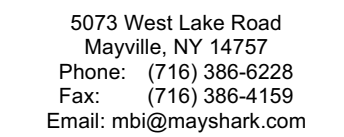
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Date 12.13.2023  
No. Date

Cover Sheet

CS-2

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# Henikoff Residence Option "2.1"

25 Vincent Ave

Chautauqua NY 14722

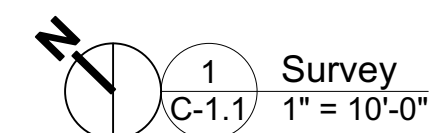
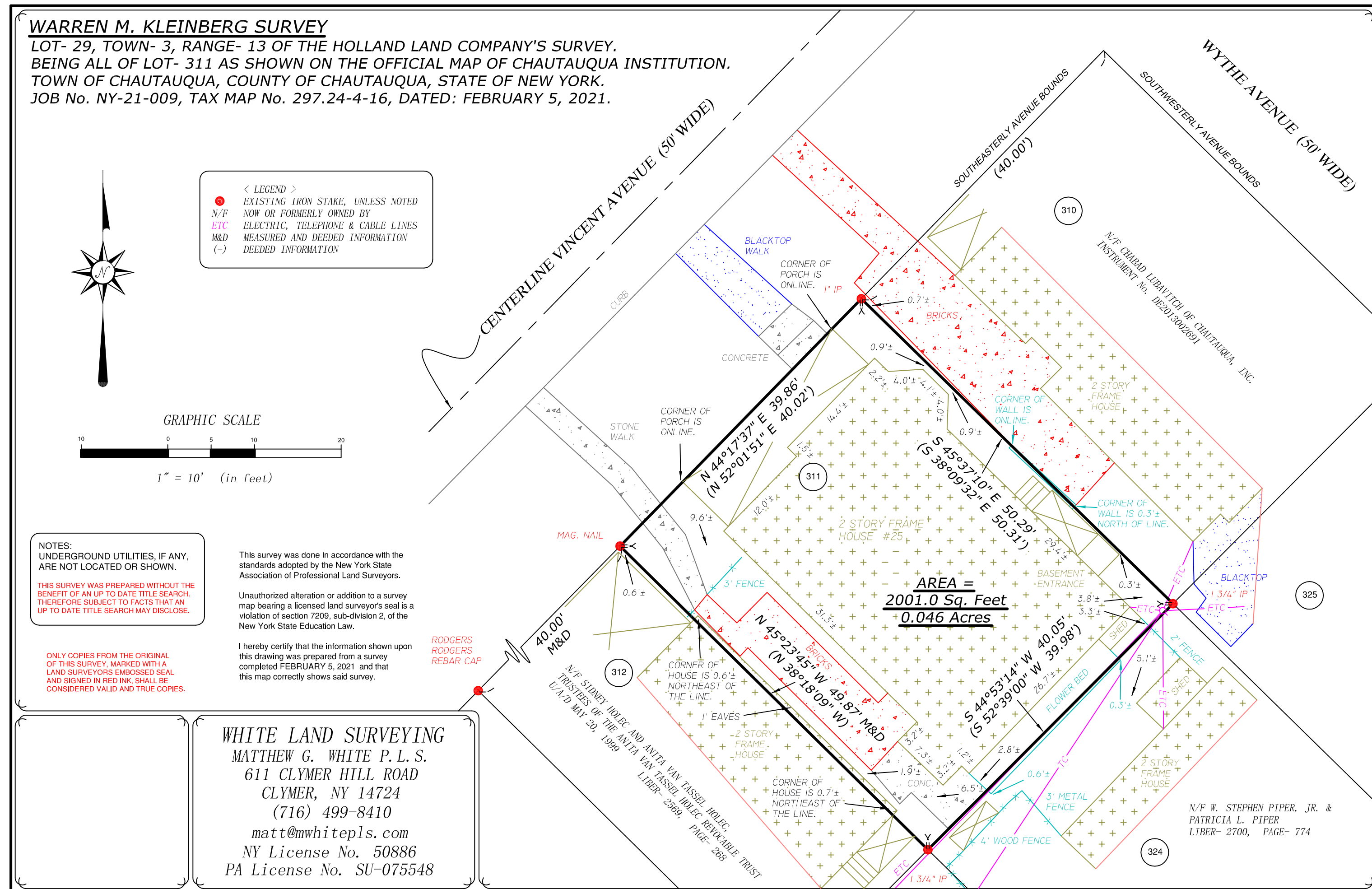
Drawn By	MBI
Date	12.13.2023

No.	Date
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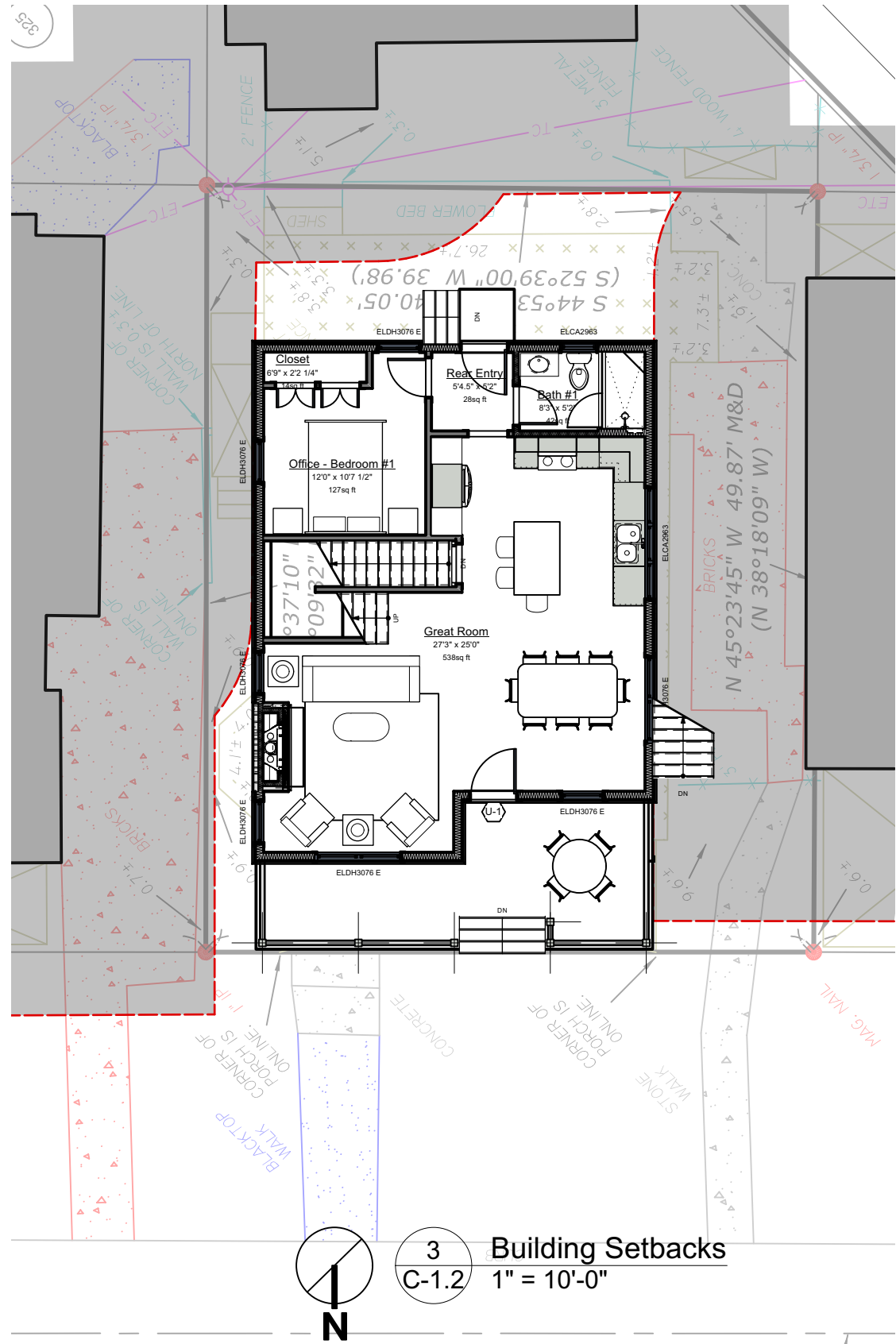
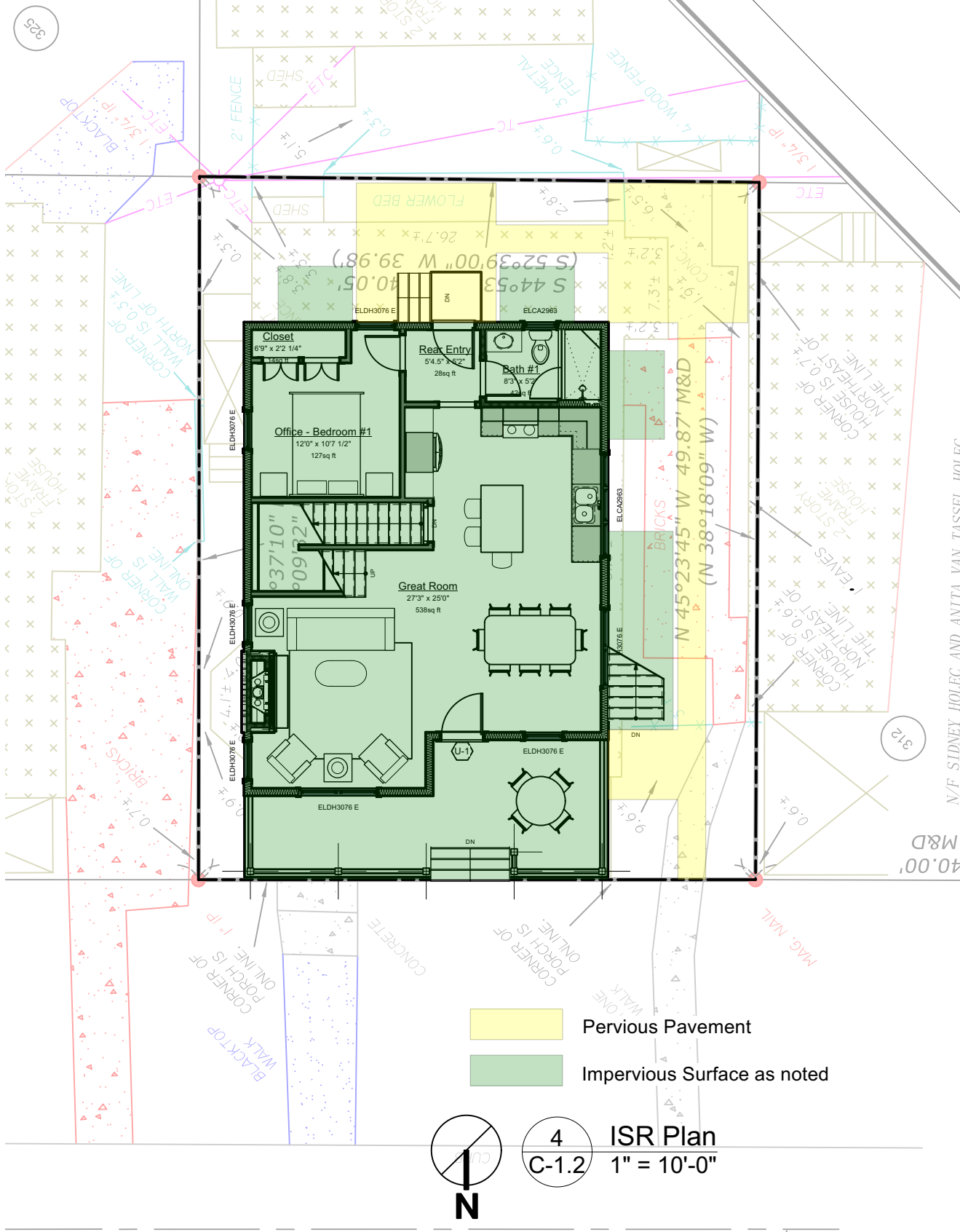
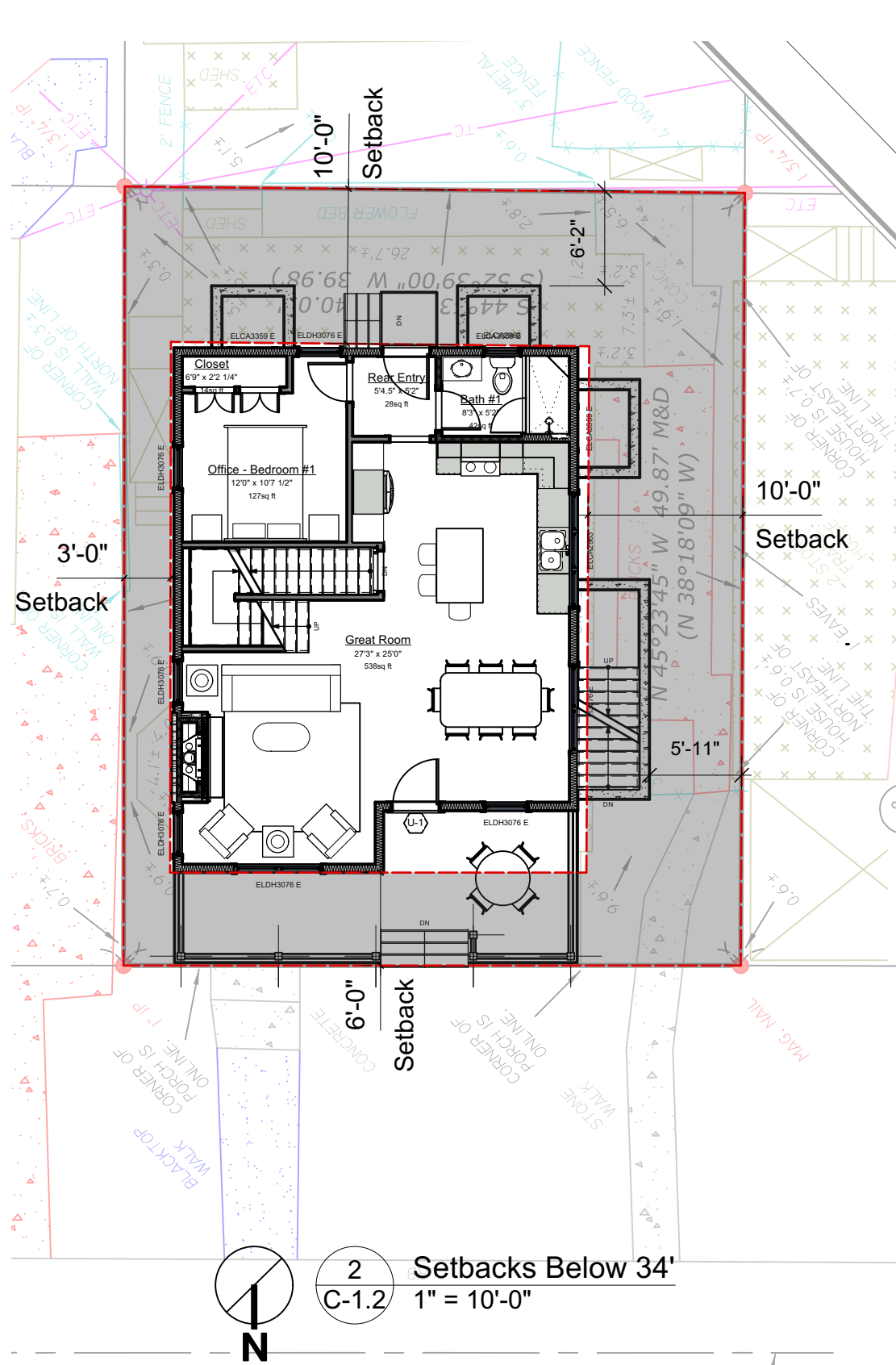
Survey

## C-1.1

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Mixed Use Core DISTRICT			
	Allowable	Existing	Proposed
Min. Lot Width	40'-0"	40'-0"	40'-0"
Min. Lot Area	2,000	2,000	2,000
Maximum FAR	1.37	1.21	.857
Maximum ISR	85%	79%	>=80%
Building Ht. Eave	34'-0"	16'-0"	22'-0"
Building Ht. Roof	46'-0"	21'-0"	30'-0"

Proposed Floor Area Ratio's	Area	FAR	Exempt	Subtotal
Basement	879	.440	- .440	.000
First Floor	833	.417	- .000	.417
Second Floor	879	.440	- .000	.440
Total FAR				.857



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Henikoff Residence Option "2.1"

25 Vincent Ave

Chautauqua NY 14722

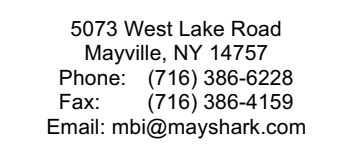
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No. Date

Compliance Plan

C-1.2

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## Henikoff Residence Option "2.1"

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Chautauqua NY 14722

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Date	12.13.2023

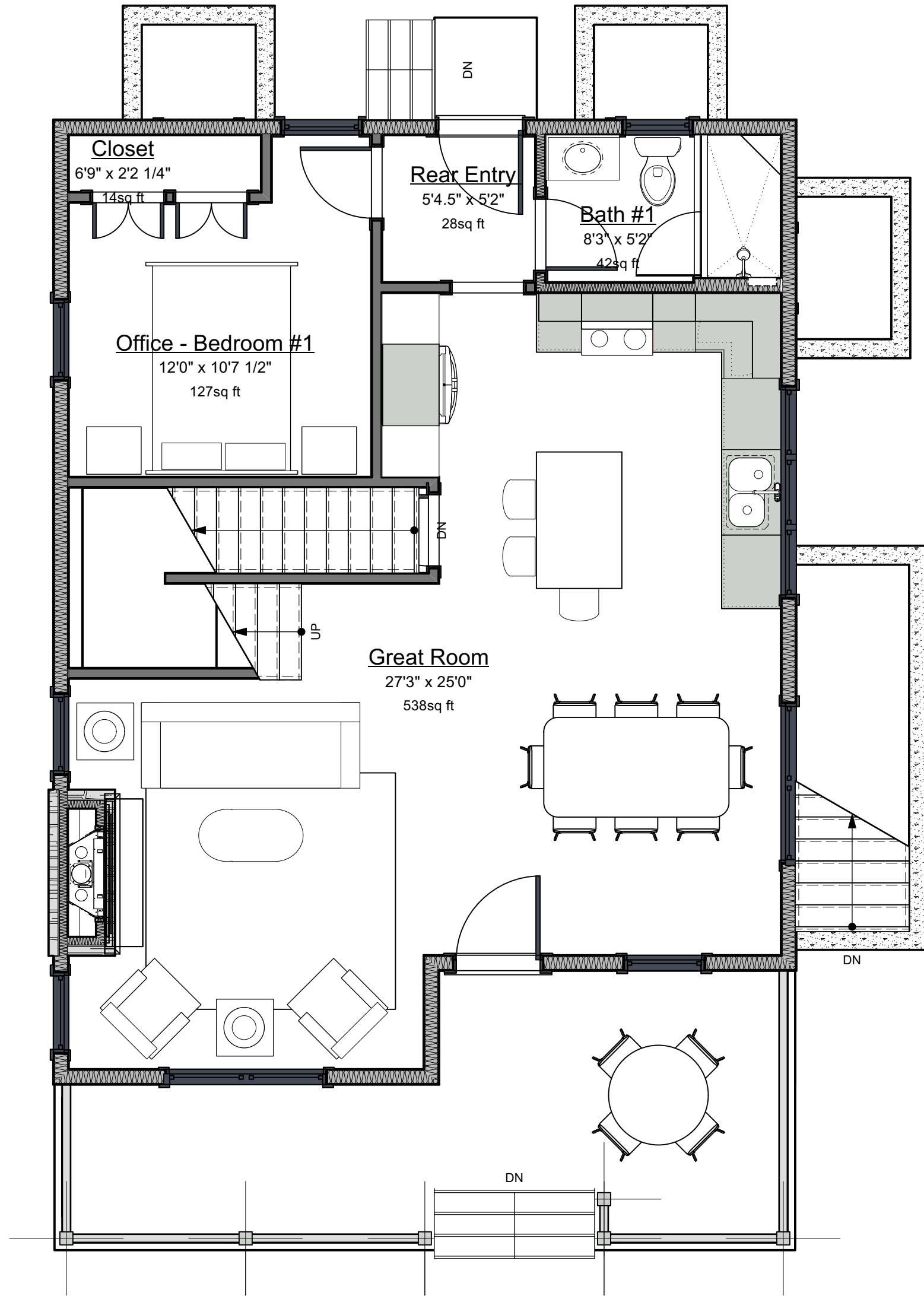
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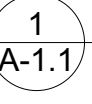
## Basement Plan

## A-1.0

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  **First Floor Plan**  
1/4" = 1'-0"



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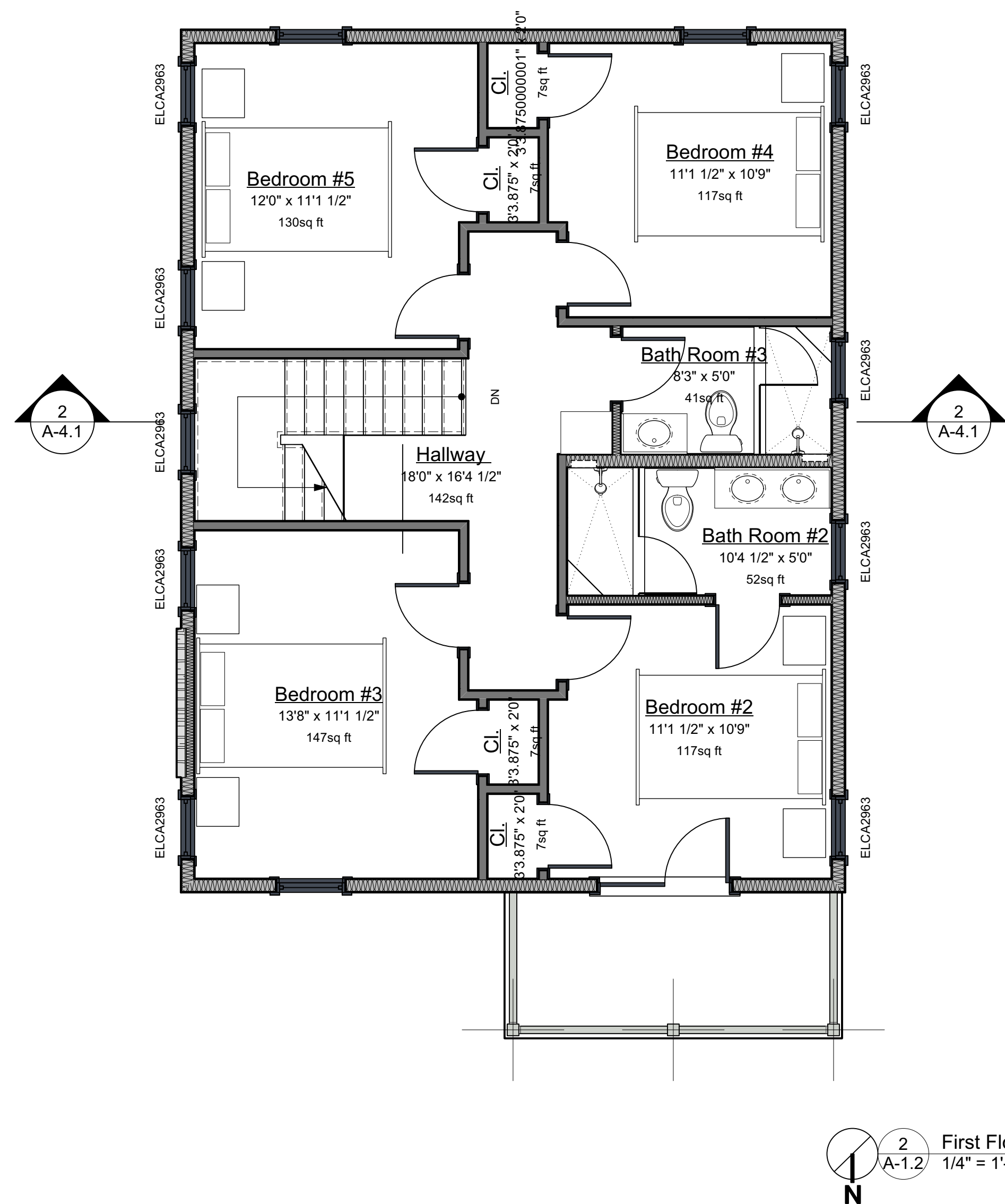
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**Henikoff Residence Option "2.1"**  
**25 Vincent Ave**  
**Chautauqua NY 14722**

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No.	Date

First Floor Plan

**A-1.1**



2  
A-1.2  
First Floor Plan  
1/4" = 1'-0"

Henikoff Residence Option "2.1"  
25 Vincent Ave  
Chautauque NY 14722

Drawn By	MBI
Date	12.13.2023
No.	Date





2 West Elevation  
A-2.1 3/16" = 1'-0"



1 North Elevation  
A-2.1 3/16" = 1'-0"



3 East Elevation  
A-2.1 3/16" = 1'-0"



4 South Elevation  
A-2.1 3/16" = 1'-0"



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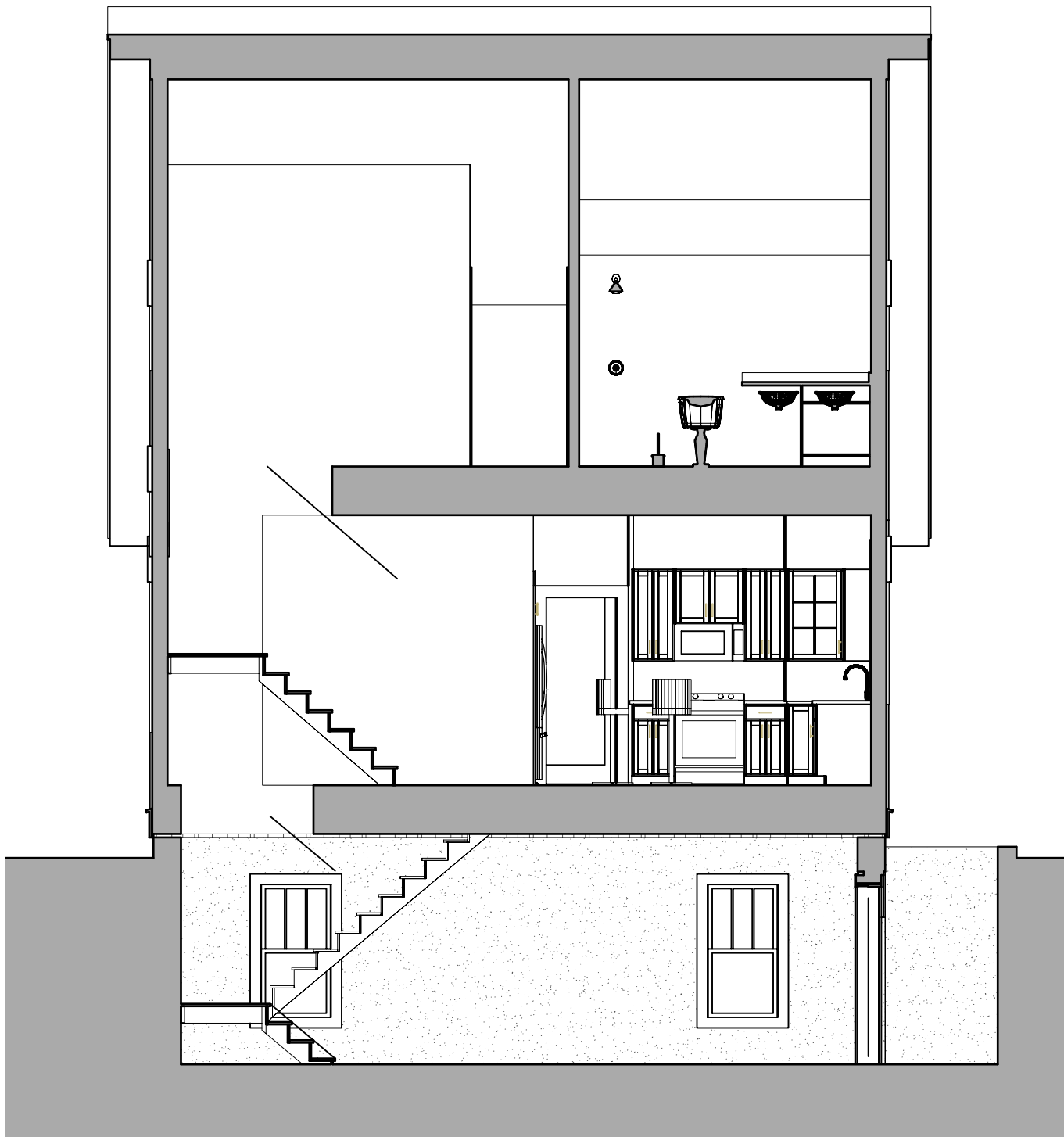
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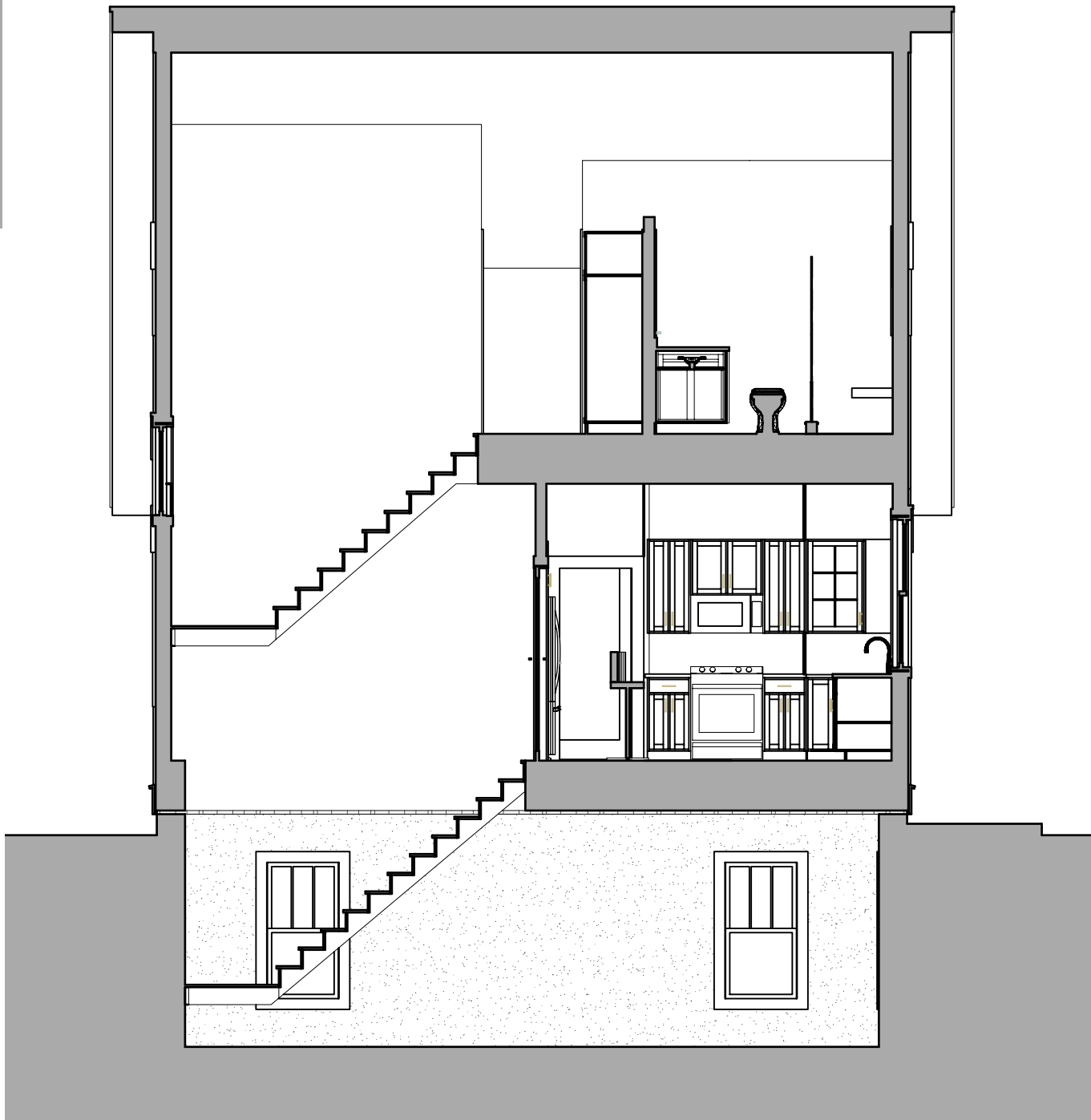
Elevations

A-2.1

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1 [Drawing Title]  
A-4.1 3/16" = 1'-0"



2 [Drawing Title]  
A-4.1 3/16" = 1'-0"

Henikoff Residence Option "2.1"  
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Building Sections

A-4.1