Village of Lancaster

Historic Preservation Commission

Lancaster Municipal Building ▫ 5423 Broadway ▫ Lancaster, NY 14086 ▫ www.villageoflancasterhpc.com

MEETING MINUTES

September 9, 2026

I. Attendance/Call to Order

The meeting was called to order at 6:58PM by Chair M. Meyer. M. Meyer led the HPC in the Pledge of Allegiance.

Board Members	
Budzinski, J. (Village Historian)	X
Campbell, S.	X
Chaves Yates, C.	X
Eckert, E. (+ Secretary)	X
Kacala, J.	X
Keefe, J. (Vice Chair)	X
Meyer, M. (Chair)	X
Stonebraker, N. (Alt.)	X
Wells, N (Alt.)	exc.
Allein, J (Planning Commission Liaison)	X
Fischione, M (Code Enforcement Officer)	X

Roll call indicated that seven (7) voting members were present, and a quorum existed. Mayor W. Schroeder was also in attendance.

II. Public Hearings

a. 0 W. Main Street – Village of Lancaster (William Schutt) – New Construction

William Schutt, Robert Kasprzak and Mayor W. Schroeder were present at the meeting. Mr. Kasprrzak explained plans to construct a new performance pavilion that will be oriented like a grass amphitheater. He explained the materials planned to be used and size of the new structure. C. Chaves Yates asked if the lighting would be on all the time or just for events – Mr. Kasprzak explained that there would be some security lighting, but generally the lighting would be used for events. E. Eckert stated that the materials and massing of the structure fit with the aesthetic of the historic district.

MOTION: J. Budzinski made a motion to approve the COA as presented. Second by S. Campbell.

MOTION APPROVED: In a vote of seven (7) ayes to zero (0) nays.

Justification: This work is compatible with The Secretary of the Interior's Standards for Rehabilitation Number 9 - New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

b. 30 Central Avenue – Wayne Besch – Exterior Painting and Window Replacements

Phil Arnold was present at the meeting to represent Mr. Besch. He explained plans to replace 4 windows at the alley side of the building and paint the face of the building. E. Eckert noted that the SHPO letter provided mentioned that the location of the windows being replaced is not the primary façade. S. Campbell asked what the material of the existing windows is – Mr. Arnold explained that the existing windows are wood and the replacements are vinyl.

MOTION: M. Meyer made a motion to approve the COA as presented. Second by J. Keefe.

MOTION APPROVED: In a vote of seven (7) ayes to zero (0) nays.
Justification: This work is compatible with The Secretary of the Interior's Standards for Rehabilitation Number 2 - The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.This work does not affect the features that characterize the property.

c. 5635 Broadway – Andriy Shutka – Exterior Renovations

Mr. Shutka was present at the meeting. He explained plans to extend a portion of the second story roof at the property to match what is existing and plans to alter some of the second story windows. The Commission discussed that the property is part of the National Historic District, however the house was built in the 1960s, which is beyond the Period of Significance of the district. E. Eckert stated that the extension of the roof as proposed would improve the aesthetic of the building by making it more cohesive. S. Campbell stated that the Commission will need more information to make a decision on changing the windows as discussed. The Commission amended the application to remove the window alterations.
MOTION: J. Budzinski made a motion to approve the COA as amended. Second by E. Eckert.
MOTION APPROVED: In a vote of seven (7) ayes to zero (0) nays.
Justification: This work is compatible with The Secretary of the Interior's Standards for Rehabilitation Number 10 - New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

d. 5556 Broadway – Mark Szuniewicz – Replacement Porch Decking

Mr. Szuniewicz was present at the meeting. He explained plans to replace the existing deteriorated wood deck boards with new pressure treated wood deck boards. He stated that he has no plans to alter the existing railings or ornament on the porch. The decking will be painted to match existing. E. Eckert stated that this is a recommended treatment if replacement is required for deteriorated materials.
MOTION: C. Chaves Yates made a motion to table the COA as presented. Second by M. Meyer.
MOTION APPROVED: In a vote of seven (7) ayes to zero (0) nays.
Justification: This work is compatible with The Secretary of the Interior's Standards for Rehabilitation Number 6 - Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

e. 21 Central Avenue (Lancaster Opera House) – William Schutt – Amendment to Previous COA

Mr. Schutt stated that the Lancaster Opera House would like to amend their previously approved COA and have the images shown rotate on a 15-minute basis instead of the approved 1-hour rotations. The Commission discussed different options and opinions on the digital sign.
MOTION: J. Budzinski made a motion to amend the COA as presented. Second by J. Keefe.
MOTION APPROVED: In a vote of six (6) ayes to one (1) nays. C. Chaves Yates voted against.
Justification: This work is compatible with The Secretary of the Interior's Standards for Rehabilitation Number 10 - New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

III. Approval of Meeting Minutes

a. July 8, 2026 (Regular Meeting)
MOTION: J. Keefe made a motion to approve the minutes as presented. Second by S. Campbell.

MOTION APPROVED: In a vote of (6) ayes to zero (0) nays. C. Chaves Yates and M. Meyer abstained as they were not in attendance at the meeting.

IV. Administrative Matters

a. Public comment on matters of interest - *none*
b. New property issues
c. Ongoing property issues
   i. 5622 Broadway* – *Still in court.*
   ii. 81 Central Ave* – *Building Department is in communication with the property owner.*
   iii. 5440 Broadway (Depew-Lancaster Boys and Girls Club) – *Building Department is in communication with the property owner.*
   iv. 42 Aurora Street – *No update.*
   v. 5556 Broadway – *COA was approved at the meeting.*
   vi. 5472 Broadway (The G.O.A.T. Nutrition) – *No update.*
   vii. 5500 Broadway – *No update.*
   viii. 5511 Broadway – *Building Department is escalating enforcement.*
d. Village Board – *M. Meyer to attend September 14 Village Board Meeting.*
e. Treasurer's Report – *No update.*
f. Village Newsletter (November) – *No update.*
g. HPC administration
   i. Training – *4 hours + VOL Sexual Harassment Training due at the end of 2026.*
      1. Sexual Harassment Prevention Training
      2. National Association of Preservation Commissions (NAPCommissions.org)
      Public Engagement in Disaster Planning and Recovery Webinar - September 15 @ 1pm

V. Old Business

a. Historic District Street Signs – *No update.*
b. CLG Grant – *The application is due September 15. M. Meyer updated the Commission on the Grant Application progress.*

VI. New Business - *None*

VII. Next Meeting: October 14, 2026 @ 7:00pm.

VIII. Adjourn (7:50pm)

MOTION: S. Campbell moved to adjourn the meeting. Second by E. Eckert.
MOTION APPROVED: In a vote of seven (7) ayes to zero (0) nays.