

**Village of Lancaster**  
**Historic Preservation Commission**  
Municipal Building, Lancaster NY

**MEETING MINUTES**  
**October 11, 2023**

**I. Attendance/Call to Order**

The meeting was called to order at 7:00PM by Chair M. Meyer. Chair M. Meyer led the HPC in the Pledge of Allegiance.

*Board Members*

|   |             |
|---|-------------|
| Budzinski, J. (Village Historian)       | <u>exc.</u> |
| Campbell, S.                            | <u>X</u>    |
| Chaves Yates, C.                        | <u>X</u>    |
| Eckert, E. (+ Secretary)                | <u>X</u>    |
| Kacala, J.                              | <u>X</u>    |
| Keefe, J. (Vice Chair)                  | <u>X</u>    |
| Meyer, M. (Chair)                       | <u>X</u>    |
| Stonebraker, N. (Alt.)                  | <u>X</u>    |
| Wells, N (Alt.)                         | <u>X</u>    |
| <br>                                    |             |
| Marshall, S (Code Enforcement)          | <u>exc.</u> |
| Allein, J (Planning Commission Liaison) | <u>X</u>    |

Roll call indicated that seven (7) voting members were present, and a quorum existed.

**II. Public Hearings**

*a. 11 West Main Street (Precious Cargo Plant Shop) – Wesley Mesanovic – Mural*

Mr. Mesanovic was present at the meeting. E. Eckert noted to the Commission that the COA was received prior to the Mural Guidelines being adopted, however she sent the draft listing of additional information for a COA application for a mural to the applicant prior to the hearing. Mr. Mesanovic provided all the requested additional information for the mural application. The Commission discussed the proposed mural and how it will fit into the historic district. The Commission discussed the location, design, scale and compatibility and materials as they pertain to the draft Mural Guidelines. J. Keefe stated that he does not think that murals are appropriate within the historic district.

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

MOTION APPROVED: In a vote of five (5) ayes to two (2) nays. J. Keefe and N. Stonebraker do not think that murals are appropriate within the historic district.

*Justification: The new work follows the Secretary of the Interior’s Standards for Rehabilitation, Number 9 – The new work is compatible with the massing, size, scale and architectural features to protect the historic integrity of the property and its environment and #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. The design of the sign also falls within the HPC’s Mural Guidelines.*

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- b. 40 Clark Street (Lancaster Historical Society Museum) – Karen Sutton & Jim Allein – Shutters  
Ms. Sutton and Mr. Allein were present at the meeting. They presented historic photos showing that the building previously had wooden shutters. The proposed shutters are to be made of wood and be painted black. M. Meyer noted that the original balustrade has been reconstructed over the porch, and that the contractor should be aware so that the shutters do not interfere with the balustrade.

MOTION: C. Chaves Yates made a motion to approve the COA as presented. Second by J. Kacala.

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

*Justification: The work follows 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.*

**III. Approval of Meeting Minutes**

- a. *September 13, 2023 (Regular Meeting)*

MOTION: S. Campbell made a motion to approve the minutes as amended. Second by M. Meyer.

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

**IV. Administrative Matters**

- a. Public comment on matters of interest - *None*
- b. New property issues - *None*
- c. Ongoing property issues – *S. Marshall sent a report via e-mail prior to the meeting.*
- i. 5622 Broadway – *Court date was rescheduled to 11/21/23.*
  - ii. 81 Central Ave – *Property owner reached out last week to discuss options because of costs to replace door. They plan to attend tonight's meeting – property owner did not attend meeting.*
  - iii. Town Hall\* – *No update.*
  - iv. 5497 Broadway\* (Masonic Temple) – *No update.*
  - v. 5440 Broadway\* (Depew-Lancaster Boys and Girls Club) – *No update*
- d. Communications/Reports
- i. Liaison to the Village Board / Representation at Village Board Meetings – *J. Kacala attended a Village Board meeting in September. She reported updates to the Commission. J. Budzinski will attend in October.*
  - ii. Village's 175<sup>th</sup> Anniversary Committee – *S. Campbell stated that they continue to plan events for the anniversary which is coming quick. There will be a New Years Gala at the Opera House to kick off the events.*
  - iii. HPC Mural Guidelines Committee – *M. Meyer, S. Campbell and E. Eckert presented draft Mural Guidelines to the Commission. The draft Mural Guidelines are based on the Secretary of the Interior's Standards for Rehabilitation as well as The Commission discussed a few changes. The Commission discussed that any mural proposed within the Historic District will require a COA and that the HPC will be able to use the guidelines on a case-by-case basis.*  
MOTION: C. Chaves Yates made a motion to adopt the Mural Guidelines as amended. Second by S. Campbell.  
MOTION APPROVED: In a vote of seven (7) ayes to zero (0) nays.

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- e. Treasurer's Report – *No update.*
- f. Village Newsletter (November) – *E. Eckert sent "All About Windows – Part II" to the mayor for inclusion in the November newsletter.*
- g. HPC administration
  - i. Training
    - 1. Village Employees Sexual Harassment Training
      - a. Saturday, November 4 from 8:00 – 10:00am

**V. Old Business:**

- a. Village of Lancaster NY Forward Local Planning Committee (<https://www.lancasternyforward.com/>)
  - i. Next public meeting is October 17<sup>th</sup> at 6:00pm.

**VI. New Business**

- a. HPC Signage Guidelines Revisions – *The HPC discussed a few specific types of signs as well as examples of appropriate signs that should be included in the Signage Guidelines. E. Eckert will amend the Guidelines and present a draft to the HPC.*

**VII. Next Meeting: November 8, 2023 @ 7:00pm.**

**VIII. Adjourn (8:24pm)**

MOTION: E, Eckert moved to adjourn the meeting. Second by S. Campbell.

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