

Village of Lancaster
Historic Preservation Commission
Municipal Building, Lancaster NY

MEETING MINUTES
February 9, 2022

I. Attendance/Call to Order

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

Board Members

Campbell, S.	<u>X</u>
Chaves Yates, C.	<u>X</u>
Eckert, E.	<u>X</u>
Kacala, J.	<u>exc.</u>
Keefe, J. (Acting Chair)	<u>X</u>
Meyer, M. (Chair)	<u>X</u>
Mikula, E.	<u>X</u>
Stonebraker, N. (Alt.)	<u>X</u>
Russ, M. (Alt.)	<u>exc.</u>
Allein, J (Planning Commission Liaison)	<u>X</u>
Marshall, S. (Code Enforcement Officer)	<u>exc.</u>
Eckert, E. (Secretary)	<u>X</u>

Village Board Member Joe Quinn was also in attendance.

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

II. Public Hearings

a. 11 West Main Street – Tommy Sweeney – Storefront work

Tommy Sweeney was present at the meeting. He explained plans to add a new door and storefront windows in the existing façade at the end of the building. New guardrails will be installed at the dropoff near the entryway as well as a dryvit cornice and flex-e-brick to be adhered to the existing building to improve the entryway. M. Meyer asked is there is a light fixture being installed above the new door – T. Sweeney stated that a new light is not part of this COA Application, it will likely be included with the signage package by the tenant. S. Campbell asked what the material of the guardrail and fencing will be – T. Sweeney stated that they will be black aluminum. M. Meyer asked if all the glass will be clear – T. Sweeney stated that yes, it will be. S. Campbell clarified that the new door style and colors will match the other new doors added to the building – T. Sweeney stated that yes, it will be. E. Eckert asked if there is going to be a base material at the façade – T. Sweeney explained that there will be a dryvit base up to 1'-4".

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

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

Justification: The approved façade improvements fit with the existing aesthetic on West Main Street and with the rest of the building.

- b. 20 West Main Street (Lancaster Village Center – Phase 2) – Tommy Sweeney – Updates to previous COA

Tommy Sweeney was present at the meeting. He explained that the design team made the three requested changes to the design of the building: remove the sign at the front, center of the building, make changes to the parking area in the back of the building and redesign the back of the building to break up the mass into smaller sections. M. Meyer stated that he is still struggling with the huge length of siding along the backside of the building, and he is concerned that the parapet at the back is too short to screen any mechanical units at the roof. He would like to see the back façade design broken up more and popping up the roof line more. T. Sweeney explained that though the rendering shows storefront at the first floor on the backside, those windows will be the same as the ones shown above. M. Meyer suggested adding vertical trim around the larger balconies at the back. E. Eckert stated that one way to ensure that Phase 2 does not look so similar to Phase 1 is to use different color siding and different color brick. T. Sweeney updated the Commission on the Phase 1 progress. There was no other discussion.

MOTION: M. Meyer made a motion to table the application as presented. Second by N. Stonebraker.

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

III. Approval of Meeting Minutes

- a. *January 12, 2022 (Regular Meeting)*

MOTION: J. Keefe made a motion to approve the minutes as submitted. Second by S. Campbell.

MOTION APPROVED: In a vote of six (6) ayes to zero (0) nays. C. Chaves Yates abstained from voting because she was absent at the last meeting.

IV. Administrative Matters

- a. Public comment on matters of interest
b. New property issues

i. Town Hall – *M. Meyer to draft a letter to the Town urging painting and maintenance work on the building be undertaken.*

- c. Ongoing property issues

There was a discussion among the HPC members and Village Board Member J. Quinn regarding the ongoing property issues and keeping communications open between the HPC, Code Enforcement and the Village Board. There are several properties that have been on the HPC's Ongoing property issues list for some time, and the Commission would like to work with Code Enforcement and the Dep. Village Attorney to get these properties off the list and dealt with. J. Keefe told the Commission that he has talked with Deputy Village Attorney J. Kulpit and she will be attending the March HPC Meeting. M. Meyer will e-mail Code Enf. S. Marshall and ask for a report on the Ongoing Property Issues. S. Campbell suggested that the HPC have a form for new property issues that could be given to Code Enforcement so that S. Marshall has more information to work from. She will draft the form for the next HPC meeting.

- i. 5622 Broadway – *No update.*
ii. 5500 Broadway (📍♥ Massage) – *No update.*

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- iii. 77 Central Ave. – *Progress has been made at this property. S. Marshall to monitor through the Spring.*
 - iv. 81 Central Ave – *Progress has been made at this property. S. Marshall to monitor through the Spring.*
 - v. 25 Central Ave – *No update.*
 - vi. 5572 Broadway – *No update.*
 - vii. 5558 Broadway – *No update.*
 - viii. 5413 Broadway (Picasso’s Pizza) – *No update.*
 - ix. 5482 Broadway – *No update.*
 - x. 39 Church Street – *No update.*
 - xi. 35 Church Street – *No update.*
 - xii. 58 Aurora Street – *No update.*
- d. Communications/Reports
- i. Liaison to the Village Board / Representation at Village Board Meetings – *C. Chaves Yates will be attending the 2/14 meeting.*
 - ii. Model Law/Village Code Committee – *Final draft has been received from A. Herdzik. Committee needs to review and get back to the Village Atty.*
 - iii. Zoning Code Committee – HPC Representation – *There is currently a survey on the Village Website for residents to complete.*
- e. Treasurer’s Report – *M. Meyer to submit new budget requests this month to the Clerk-Treasurer’s Office.*
- f. Village Newsletter – *E. Eckert sent a piece for the Spring 2022 Village Newsletter regarding the need for COAs in anticipation for spring construction.*

V. Old Business:

- a. Training Opportunities – *The HPC receives e-mails from NAPC and PBN – training opportunities are available constantly from these two organizations.*
- b. CLG Grants 2022 – *No update.*
- c. CLG Yearly Report 2021 – *E. Eckert completed the report and sent to SHPO.*
- d. CLG Audit Form – *E. Eckert completed the form and returned to SHPO.*

VI. New Business - none

VII. Next Meeting: March 9, 2022 @ 7:00pm.

VIII. Adjourn (8:05pm)

MOTION: E. Mikula moved to adjourn the meeting. Second by E. Eckert.

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