

Village of Lancaster
Historic Preservation Commission
Municipal Building, Lancaster NY

MEETING MINUTES
November 11, 2020

I. Attendance/Call to Order

The meeting was called to order at 7:00PM by Acting Chair J. Keefe. He led the HPC in the Pledge of Allegiance.

Board Members

Campbell, S.	<u>X</u>
Chaves Yates, C.	<u>exc.</u>
Eckert, E.	<u>X</u>
Kacala, J.	<u>X</u>
Keefe, J. (Acting Chair)	<u>X</u>
Meyer, M. (Chair)	<u>exc.</u>
Mikula, E.	<u>abs.</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>

Roll call indicated that five (5) voting members were present and a quorum existed.

II. Public Hearings

a. 60 Central Ave (Rite Aid) – Greg Fishel – Replacement signage

Mr. Fishel was present at the meeting. He explained that Rite Aid is rebranding and described the replacement signage. There are no additional signs being installed. E. Eckert asked if there is any new lighting – G. Fishel stated that there would be no changes in lighting. There was no further discussion.

MOTION: S. Campbell made a motion to approve the COA as submitted. Second by E. Eckert.

MOTION APPROVED: In a vote of five (5) ayes to zero (0) nays.

Justification: The proposed signage is compatible with the historic district and the HPC's Signage Guidelines.

b. 44 Central Ave (Twin Village Music) – Rudy Tichy – Replacement signage

Mr. Tichy was present at the meeting. He explained that he will be replacing the existing signage in kind. There will be no lighting changes. There was no further discussion.

MOTION: S. Campbell made a motion to approve the ground sign as presented. Second by J. Kacala.

MOTION APPROVED: In a vote of five (5) ayes.

Justification: The proposed signage is compatible with the historic district and the HPC's Signage Guidelines.

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c. 5522 Broadway – Mark Wickerham – Exterior stair

Mr. Wickerham called into the meeting. He explained plans to add an exterior stair from the second floor outside which is required by code based on the type of housing at the building. J. Keefe asked if the stair will be the same in design and materials as the existing ramp – M. Wickerham stated that it would be. J. Keefe asked if there was anyway for the stair to be at the back of the building – M. Wickerham explained that the existing openings at the rear of the building are both bedroom windows so the stair would not be able to serve the entire floor if moved to the rear. E. Eckert stated her preference that the new exterior door to the stairway match the other existing exterior doors.

MOTION: J. Kacala made a motion to approve the exterior stair with the condition that the railing style, color and material of the stair matches those of the existing ramp and the new door match the other existing exterior doors. Second by E. Eckert.

MOTION APPROVED: In a vote of five (5) ayes.

Justification: The proposed stair does not interfere or change the defining characteristics of the building and will not change the essential form and integrity of the property.

III. Approval of Meeting Minutes

a. *October 14, 2020 (Regular Meeting)*

MOTION: E. Eckert made a motion to approve the minutes as presented. Second by J. Kacala.

MOTION APPROVED: In a vote of five (5) ayes to zero (0) nays.

IV. Administrative Matters

a. Public comment on matters of interest

- i. Tommy Sweeney and Brittany Leighbody attended the meeting. They discussed their workplan for a Lancaster Historical Tours App. The HPC discussed that their application for a CLG Grant in 2019 was for the development of a Historical Tours App and they did not get awarded a grant that year. T. Sweeney and B. Leighbody proposed that the CDC and the HPC split the costs for set up and hosting the app. The HPC recalled that the Village Board had agreed to allocate funds as part of the grant submission in 2019. The HPC will request that the Village Board allocate those same funds to the development, set up and hosting of the Historical Tours App in conjunction with the CDC.

MOTION: J. Keefe made a motion to request the Village Board approve \$1100 for setup and hosting for the Historical Tours App. Second by S. Campbell.

MOTION APPROVED: In a vote of five (5) ayes to zero (0) nays.

- ii. T. Sweeney also updated the HPC on the progress on the West Main Street project and the development project. Due to budget restraints, T. Sweeney and his design team are looking at some changes in the design and materiality of the new development on West Main Street. He will bring proposed changes and materials before the HPC at the next meeting.

b. New property issues

- i. 31 Central Ave. – *A new business has opened in the district. E. Eckert to send a “Welcome to the Historic District” letter to the business owners.*

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- c. Ongoing property issues - *S. Marshall was not in attendance. J. Keefe recommended that Chair M. Meyer request that if Code Enf. Cannot attend the HPC meetings, he sends a report on the ongoing property issues to update the Commission.*
 - i. 5622 Broadway – *No update.*
 - ii. 5500 Broadway (☺♥ Massage) – *No update.*
 - iii. 43 Central Ave. – *No update.*
 - iv. 77 Central Ave. – *No update.*
 - v. 81 Central Ave – *No update.*
 - vi. 25 Central Ave – *No update.*
 - vii. 5572 Broadway – *No update.*
 - viii. 5481 Broadway – *No update.*
 - ix. 34 Central Ave (Long Weekend) – *No update.*
 - x. 31 Central Ave (Juls and Jane Boutique) – *No update*
- d. Communications/Reports – *none*
- e. Treasurer’s Report – *none*
- f. Village Newsletter – *Blurb went to Brittany Leighbody for last Village Newsletter.*

V. Old Business:

- a. Model Landmarks Preservation Local Law for New York State Municipalities – *Art Herdzyk sent comments back to the HPC. The HPC discussed that the Village Attorney seems reluctant to accept changes to the code. M. Meyer to reach out to James Finelli from NYS SHPO for his recommendation or support in implementing the Model Code.*
- b. CLG Grant- Design Guidelines – *The final document has been received and adopted by the HPC.*
- c. Resolving the Historic District Boundaries– *E. Eckert completed the new HPC & Local Landmarks map to be used by the Building Department and HPC. S. Campbell to follow up on 3 properties (11 Lake Ave, 17 Walter Street, and 5341 Broadway) and update the spreadsheet of properties.*
- d. HPC Leadership – *No update.*

VI. New Business - none

VII. Next Meeting: December 9, 2020 @ 7:00pm. *Per Village Board decision, future meetings will be held virtually for the future.*

VIII. Adjourn (9:00pm)

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

MOTION APPROVED: In a vote of five (5) ayes to zero (0) nays.