

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

**MEETING MINUTES**  
**December 14, 2022**

**I. Attendance/Call to Order**

The meeting was called to order at 7:02PM by Chair M. Meyer. 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>exc.</u>
Keefe, J. (Vice Chair)	<u>X</u>
Meyer, M. (Chair)	<u>X</u>
Stonebraker, N. (Alt.)	<u>X</u>
Russ, M. (Alt.)	<u>exc.</u>
Marshall, S (Code Enforcement)	<u>X</u>
Allein, J (Planning Commission Liaison)	<u>exc.</u>

Roll call indicated that six (6) voting members were present, and a quorum existed.

**II. Public Hearings**

a. 5615 Broadway (Amigone Funeral Home) – Rocco Santoro – Replacement sign

Mr. Santoro was present at the meeting. He explained plans to replace the existing sign, which will be the same size and the only difference is the style of the base of the sign. There was no other discussion.

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

MOTION APPROVED: In a vote of six (6) ayes to zero (0) nays.

*Justification: The approved COA includes signage that follows the Signage & Design Guidelines. The sign is compatible with the massing, size, scale and architectural features of the property.*

b. 1 West Main Street (Fattey Beer Co.) – Joe Zarbo – Exterior Improvements

Mr. Zarbo was present at the meeting. He explained plans for the building. Exterior improvements include painting the existing aluminum black and installing a new awning. In addition, an exterior seating area which will be able to be taken down in the winter was included. The HPC discussed with the applicant that the outdoor seating must be reviewed by the Planning Commission. The project is on the Planning Commission's agenda for this month.

MOTION: S. Campbell made a motion to approve COA as presented, pending the approval of the Planning Commission for the exterior seating. Second by C. Chaves Yates.

MOTION APPROVED: In a vote of six (6) ayes to zero (0) nays.

*Justification: The approved COA includes an awning that follows the Signage & Design Guidelines. The*

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*awning is compatible with the massing, size, scale and architectural features of the property. The exterior seating area is removable and will be executed in a way that fits with other businesses in the district.*

c. 19 West Main Street, Ste 500 (Emily's Closet) – Lori Hannon – Signage

Ms. Hannon was present at the meeting. She presented plans for new signage on the existing signboards of the building. Lighting is already on the building and was approved with the COA for the new construction. There was no other discussion.

MOTION: E. Eckert made a motion to approve the COA as presented. Second N. Stonebraker.

MOTION APPROVED: In a vote of six (6) ayes to zero (0) nays.

*Justification: The approved COA includes signage that follows the Signage & Design Guidelines. The sign is compatible with the massing, size, scale and architectural features of the property.*

d. 75 Central Avenue – Brian Lorenc/Steve Simme – Replacement Roof and Signage

Mr. Lorenc and Mr. Simme were present at the meeting. The planned improvements involve replacing the existing vinyl siding in kind, replacing the asphalt shingle roofing in kind, replacing the lower front roof with a copper-colored metal roofing and adding signage to the building for Mr. Simme's business. S. Campbell expressed her opinion that the copper color roofing seems too bright to her. M. Meyer suggested adding a wooden frame in a dark color around the two new signs on the building to set them apart. There was no other discussion.

MOTION: J. Keefe made a motion to approve the COA with the conditions that the signs be framed on the building. Second E. Eckert.

MOTION APPROVED: In a vote of six (6) ayes to zero (0) nays.

*Justification: The approved COA includes signage that follows the Signage & Design Guidelines. The sign is compatible with the massing, size, scale and architectural features of the property. The signs are reversible and will not damage the historic character of the building. The existing roofing and siding on the building are themselves replacements and have no historic character.*

e. 77 Central Avenue – Brian Lorenc/Steve Simme – Replacement Roof and Signage

Mr. Lorenc and Mr. Simme were present at the meeting. The planned improvements involved replacing the existing cedar shake siding with vinyl siding, wrapping the existing metal-clad chimney with a copper-colored metal, wrapping the existing fascias and rake boards on the house in aluminum and replacing the 2 existing wooden garage doors with a single modern functional door. The HPC discussed that the cedar shake siding is one of the historic features of the house and it would not be appropriate to change materials of the siding. They advised the applicant that replacement in kind would not require a COA and that the Commission would prefer to see selected replacement in kind than removal and replacement with vinyl, a fiber cement siding would also be considered by the HPC. S. Campbell stated that the shake siding is one of the character defining features of the property. N. Stonebraker stated that for future applications the Commission needs to see better photos and specifications on products before approving a COA.

MOTION: E. Eckert made a motion to approve the COA with conditions: the existing roof fascia and rake boards will be wrapped in aluminum, the chimney will be clad in metal to resemble the approved roof at 75 Central Ave., the existing garage doors will be replaced per specs attached and there will be no changes in material to siding at this time. Second J. Keefe.

MOTION APPROVED: In a vote of five (5) ayes to one (1) nay.

*Justification: The approved changes will not result in a change in the historic character defining features*

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*of the building.*

**III. Approval of Meeting Minutes**

a. *November 9, 2022 (Regular Meeting)*

MOTION: C. Chaves Yates made a motion to approve the minutes as amended. Second by N. Stonebraker.

MOTION APPROVED: In a vote of six (6) ayes to zero (0) nays.

**IV. Administrative Matters**

a. Public comment on matters of interest

- i. J. Keefe expressed concern that many new municipal projects have been happening within the Village and in the Historic District and these projects are not coming before the HPC for review. The HPC discussed that per Village Code all projects within the historic district regardless of property ownership need to come before the HPC, even if just a courtesy. J. Keefe to draft a letter to the Village Board to discuss this concern.

b. New property issues – *None*

c. Ongoing property issues

- i. 5622 Broadway – *Property owner was present at the meeting. Discussed plans for remedies to violations with the HPC and Code Enforcement.*
- ii. 77 Central Ave. – *COA approved.*
- iii. 81 Central Ave – *No update.*
- iv. 25 Central Ave – *No update.*
- v. 5558 Broadway – *No update.*
- vi. Town Hall – *No update.*
- vii. 5497 Broadway (Masonic Temple) – *No update.*

d. Communications/Reports

- i. Liaison to the Village Board / Representation at Village Board Meetings – *S. Campbell, C. Chaves Yates and E. Eckert attended 11/28 Village Board Meeting & work session. S. Campbell and E. Eckert attended the 12/12 Village Board Meeting.*
- ii. Model Law/Village Code Committee – *S. Campbell, C. Chaves Yates and E. Eckert attended 11/28 Village Board Meeting & work session to discuss the changes in the Historic Preservation portion of the Village Code. Hearing for Code Changes occurred on 12/12, E. Eckert and S. Campbell were in attendance. Village Board voted to amend the Village Code with the updates developed by the Code Committee and Village Attorney A. Herdzik.*
- iii. Zoning Code Committee – *Next public meeting is in January. Previous meeting was cancelled.*
- iv. Village’s 175<sup>th</sup> Anniversary Committee – *S. Campbell updated the HPC that the Committee meets each month. Currently planned are 1 event per month of the 175<sup>th</sup> year of the Village. Walking Tours will occur in May and August – in which the HPC may want to be involved.*

e. Treasurer’s Report – *No update.*

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- f. Village Newsletter (March) – *E. Eckert to write about the updated Historic Preservation section in the Village Code.*

**V. Old Business:**

- a. Training Opportunities – *Ongoing opportunities discussed.*
- b. Village Employees – Sexual Harassment Prevention Training
  - i. Tuesday, Sept. 20 from 6:30-9:30pm
  - ii. Monday, Nov. 28 from 6:30-9:30pm
  - iii. *Saturday, Dec. 17 from 9:00am – 12:00pm – additional training date added.*
- c. Erie County Storefront Revitalization Grant – *Several village businesses were awarded grants which will be executed in 2023.*

**VI. New Business - none**

**VII. Next Meeting: January 11, 2023 @ 7:00pm.**

**VIII. Adjourn (8:50pm)**

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

MOTION APPROVED: In a vote of five (5) ayes to zero (0) nays. C. Chaves Yates had already left the meeting.