

Village of Lancaster
Historic Preservation Commission
Municipal Building, Lancaster NY

MEETING MINUTES
December 8, 2021

I. Attendance/Call to Order

The meeting was called to order at 6:59PM 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>exc.</u>
Eckert, E.	<u>X</u>
Kacala, J.	<u>exc.</u>
Keefe, J. (Acting Chair)	<u>exc.</u>
Meyer, M. (Chair)	<u>X</u>
Mikula, E.	<u>exc.</u>
Stonebraker, N. (Alt.)	<u>X</u>
Russ, M. (Alt.)	<u>exc.</u>

Allein, J (Planning Commission Liaison)	<u>exc.</u>
Marshall, S. (Code Enforcement Officer)	<u>X</u>
Eckert, E. (Secretary)	<u>X</u>

Roll call indicated that four (4) voting members were present and a quorum existed.

II. Public Hearings

a. 19 West Main Street (The Bathe Store) – Michelle Troyer – Signage

Ms. Troyer was present at the meeting. She described the signage proposed in the COA Application. She also added a pedestrian blade sign to be installed under the overhang at the street level. The HPC discussed that lighting for the business signs at this property were already approved when the building received its COA. There was no other discussion.

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

MOTION APPROVED: In a vote of four (4) ayes to zero (0) nays.

Justification: The new signage is compatible with the building and aesthetic of the historic district.

III. Approval of Meeting Minutes

a. *November 10, 2021 (Regular Meeting)*

MOTION: ES. Campbell made a motion to approve the minutes as submitted. Second by N. Stonebraker.

MOTION APPROVED: In a vote of four (4) ayes to zero (0) nays.

IV. Administrative Matters

a. Public comment on matters of interest

Village of Lancaster
Historic Preservation Commission
Municipal Building, Lancaster NY

- i. S. Marshall alerted the HPC that there is a new NYS program for homeowners affected by COVID19 to finance maintenance and repairs. It is called the NYS Homeowners Assistance Fund.
- ii. S. Marshall alerted the HPC that he is working with Erie County to remedy several “zombie properties” within the village.
- b. New property issues
 - i. S. Campbell stated that 39 Church Street has a gutter laying on the ground and the exterior brick is deteriorating.
 - ii. S. Campbell stated that 35 Church Street is missing a shutter and the other remaining shutters are deteriorating.
- c. Ongoing property issues
 - i. 5622 Broadway – *No update.*
 - ii. 5500 Broadway (☎♥ Massage) – *S. Marshall has had a discussion with the business owner, should be applying for a COA in January.*
 - 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 – *S. Marshall to contact property owner.*
 - vi. 5572 Broadway – *S. Marshall to check on previous notices, will send a second notice of violation.*
 - vii. 5558 Broadway – *Building Department checked on progress on 10/21/21.*
 - viii. 5413 Broadway (Picasso’s Pizza) – *No update.*
 - ix. 5482 Broadway – *S. Marshall to follow up.*
- d. Communications/Reports
 - i. Liaison to the Village Board / Representation at Village Board Meetings – *N. Stonebraker attended November 22 Board Meeting. M. Meyer to attend December 13.*
 - 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 – *Last meeting was 12/6/21. Next meeting to be held 12/16/21. Village is advertising to the public for future meetings to increase public engagement.*
- e. Treasurer’s Report - *none*
- f. Village Newsletter – *The HPC discussed writing a piece for the Spring 2022 Village Newsletter regarding the need for COAs in anticipation for spring construction. E. Eckert to write.*

V. Old Business:

- a. Training Opportunities
 - i. Statewide Preservation Conference (virtual) – November 16 -18 – *M. Meyer, N. Stonebraker, S. Campbell and E. Eckert all attended the conference.*
 - ii. Preservation Buffalo Niagara – Homeowner Tax Credit Workshop – November 17

VI. New Business

Village of Lancaster
Historic Preservation Commission
Municipal Building, Lancaster NY

- a. HPC Members/Oath Book – E. Eckert stated that in the revised HPC Code, there are new provisions for staggering HPC Member terms. Because the new year is coming up, it may be a good idea to get ahead of that and check on the current membership and their terms.
- b. 2022 CLG Grants – The HPC should begin to think about possible projects in 2022 that the Village could apply for a CLG Grant for.

VII. Next Meeting: January 12, 2022 @ 7:00pm.

VIII. Adjourn (7:45pm)

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

MOTION APPROVED: In a vote of four (4) ayes to zero (0) nays.