
Village of Lancaster

Historic Preservation Commission

Lancaster Municipal Building ▪ 5423 Broadway ▪ Lancaster, NY 14086 ▪ www.villageoflancasterhpc.com

MEETING MINUTES

October 9, 2025

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

Budzinski, J. (Village Historian)	<u>exc.</u>
Campbell, S.	<u>exc.</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>
Allein, J (Planning Commission Liaison)	<u>X</u>
Fischione, M (Code Enforcement Officer)	<u>X</u>

Roll call indicated that six (6) voting members were present, and a quorum existed. At 7:05pm, J. Kacala arrived and there were seven (7) voting members present.

II. Public Hearings

a. 50 Central Avenue (Skoobs) – Philip Arnold - Signage

Mr. Arnold was not present at the meeting. The commission discussed their concerns with the COA as presented. The concerns included specific items within the HPC Signage Guidelines including: Signage should be harmonious with the character of the building with which it is associated in terms of form, design, scale and proportion, Signs should be sized to the scale of the building, and Billboard type signs and advertisements are not appropriate within the historic district. In addition, it was brought up that the application does not include a to-scale color drawing or photograph of the proposed sign and its proposed location of the sign on the structure. E. Eckert stated that she noticed Mr. Arnold via USPS and e-mail after the COA had been tabled. There was no communication received by Mr. Arnold.

MOTION: E. Eckert made a motion to deny the COA. Seconded by C. Chaves Yates.

MOTION APPROVED: In a vote of five (5) ayes to zero (0) nay. J. Keefe and N. Stonebraker abstained from voting.

Justification: The proposed signage does not generally follow the principles set forth by the HPC's Signage Design Guidelines - Signage should be harmonious with the character of the building with which it is associated in terms of form, design, scale and proportion. Signs should be sized to the scale of the building. Billboard type signs and advertisements are not appropriate within the historic district. Additionally, the application requires additional supplemental materials to be properly evaluated - To-scale color drawings/photographs of the proposed sign and its proposed location of the sign on the structure. The Secretary of the Interior's Standards for Rehabilitation Number 9 states, new additions, exterior alterations, or related new construction shall not destroy historic materials that

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characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

b. 5528 Broadway – Donald Jeocoma (People Inc.) – Porch Alteration

Mr. Jeocoma was present at the meeting. The Commission discussed the plans to remove the existing flagstone porch surface and replace it with concrete. Mr. Jeocoma discussed plans to replace the railings in kind – the Commission discussed that this does not require a COA. The Commission discussed that the porch is not original to the house. There was no other discussion.

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

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

Justification: This work is compatible with the historic district per the Secretary of the Interior's Standards for Rehabilitation, Number 9 - New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

III. Approval of Meeting Minutes

a. *September 10, 2025 (Regular Meeting)*

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

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

IV. Administrative Matters

a. Public comment on matters of interest

b. New property issues – *The Commission discussed that there are several properties within the district that should be notified now about their deteriorating porches, as lining up contractors and getting approvals can be a lengthy process and should begin now if improvements are to be made next building season. The Commission will notify Code Enforcement which properties are concerns at the next meeting.*

c. Ongoing property issues

i. 5622 Broadway* – *Property Issues are currently in the Court System. No update.*

ii. 81 Central Ave* – *No update.*

iii. 5497 Broadway (Masonic Temple) – *No update.*

iv. 5440 Broadway (Depew-Lancaster Boys and Girls Club) – *No update.*

v. 5474 Broadway – *M. Fischione is in contact with the business owners.*

vi. 11 Church Street – *No update.*

vii. 42 Aurora Street – *Code Enforcement spoke to the property owner, and she is aware of the work needed to repair the porch and paint the building. Code Enforcement will also notice the property owner with regards to the temporary sign without a COA.*

viii. 19 West Main Street – *Code Enforcement spoke to the property owner.*

d. Communications/Reports

i. Village Board – *Concerns about the lack of a signage code for the business district were discussed. M. Meyer to contact Trustee Mikoley regarding the adoption of a revised signage code. N. Stonebraker to attend the next Village Board Meeting.*

e. Treasurer's Report – *No update.*

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- f. Village Newsletter (November) – *E. Eckert to write up a summary of the HPC process for the upcoming Village Newsletter. Sent 10/24/25.*
- g. HPC administration
 - i. Training – 4 hours + VOL Sexual Harassment Training due at the end of 2025.
 - 1. Sexual Harassment Prevention Training – *If you have a certificate from NYS Sexual Harassment Prevention Training from your regular job, you may submit to Village of Lancaster in lieu of attending.*
 - 2. National Association of Preservation Commissions (NAPCommissions.org)
Integrating Preservation into Municipal and Planning Processes Webinar – October 30 @ 1:00PM

V. Old Business

- a. HPC Informational Mailing: *SC brought up concerns with applicants more frequently coming before the HPC and telling the Commission that they were unaware that they are located within the Historic District and that they did not know they needed to apply for a COA. The Commission discussed putting together a mass mailing to all the properties within the district with some basic information. Commission to gather some old materials and start to put something together. This is in progress.*

VI. New Business

- a. Updated Joint Comprehensive Plan - Town of Lancaster, Village of Lancaster & Village of Depew Joint Comprehensive Plan is in its final draft stage.

VII. Next Meeting: November 12, 2025 @ 7:00pm.

VIII. Adjourn (7:40pm)

MOTION: J. Keefe moved to adjourn the meeting. Second by M. Meyer.

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