

Village of Lancaster
Historic Preservation Commission
Municipal Building, Lancaster NY

MEETING MINUTES
February 12, 2020

I. Attendance/Call to Order

The meeting was called to order at 7:00PM by Chair S. Campbell. J. Kacala led the HPC in the Pledge of Allegiance.

Board Members

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

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

II. Public Hearings

- a. 5461 Broadway (Lancaster Presbyterian Church) – Rebecca Young – Temporary Signage
Ms Young was present at the meeting. She discussed the need for temporary signs relating to different events put on by the church through the year. The HPC discussed that this is how they have approved the yearly event signage in the past for the church. E. Eckert stated that as events are finalized, the artwork and dates can be e-mailed to her and she will add them to the Approved COA.
MOTION: E. Mikula 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: The signage is temporary and does not detract from the aesthetic of the historic district, while promoting community events.
- b. 39 Central Ave (Plum Bottom Salon) – Michelle Czech – Signage
Ms. Czech was present at the meeting. She explained that she is unsure what signage she wants at the business and what the building owner will allow her to install. The HPC told Ms. Czech that they will hold her COA Application until she is ready and she can submit new artwork/designs and can be added to the HPC Agenda for a future meeting.
MOTION: E. Eckert made a motion to table the COA for future. Second by T. Sweeney.
MOTION APPROVED: In a vote of seven (7) ayes to zero (0) nays.

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III. Approval of Meeting Minutes

a. *January 8, 2020 (Regular Meeting)*

MOTION: T. Sweeney made a motion to approve the minutes as modified. Second by J. Kacala.

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

IV. Administrative Matters

a. Public comment on matters of interest

- i. S. Campbell stated that there is a need for the map of the local historic district needs to be updated/clarified. It is missing several streets that have been understood to be in the district. S. Campbell has done extensive research, and the HPC is in process of clarifying all properties in the district. Three specific streets/areas were discussed that have been understood to be in the district but no paperwork exists – Brookfield Pl., Aurora St. (north of Broadway), and St. Joseph St. HPC Members should visit these streets, to discuss what should be done with them at the March meeting.

b. New property issues - *none*

c. Ongoing property issues

- i. 5622 Broadway – *No update.*
- ii. 5500 Broadway (☺♥ Massage) – *No update.*
- iii. 43 Central Ave. – *No update.*
- iv. 33 Church St. – *No update*
- v. 5470 Broadway (Artemis Tattoo) – *The HPC received a COA for the railing – they will appear at the March meeting.*
- vi. Fence between Sunoco and Thomas Turtle – *The HPC received a COA for the fence – they will appear at the March meeting.*
- vii. 77 & 81 Central Ave – *No update*
- viii. 25 Central Ave – *No update*
- ix. 5346 Broadway/47 Aurora (Wally's) – *No update.*
- x. 5478 Broadway (Flourish Café) – *E. Eckert heard via e-mail from the business owners. They plan to install more permanent signage in the spring and are aware that it needs to come before the HPC.*
- xi. 5572 Broadway – *No update*
- xii. 25 Aurora St. – *No update*
- xiii. 42 Aurora St. - *The HPC received a COA for the sign – they will appear at the March meeting.*

d. Communications/Reports – *none*

e. Treasurer's Report – *M. Stegmeier has asked all departments to submit their budgets for the 2020-21 FY.*

V. Old Business:

- a. Model Landmarks Preservation Local Law for New York State Municipalities – *No update*
- b. CLG Grant- Design Guidelines – *Clinton Brown of CBCA attended the meeting. The HPC discussed different needs within the Design Guidelines that are applicable to the local and National Register districts. He anticipates presenting the HPC with a draft in June for review.*

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- c. West Main Street Project – *The West Main Street Project has received approval by the Planning Commission.*
- d. Village of Lancaster Newsletter – *S. Campbell to ask PBN for a small ad for the May Tax Credit Workshop to be included in the newsletter. T. Sweeney will reach out to the Lancaster Bee and the Sun to see if the workshop can be included.*
- e. HPC Membership/Alternates – *E. Eckert reached out to Bob Sonberg about joining the Commission. No update.*
- f. Preservation Buffalo Niagara – Newsletter and Historic Tax Credit Workshop – *PBN will be hosting their monthly Historic Tax Workshop on May 13th at the Municipal Building.*
- g. 2020 New York Statewide Preservation Conference – Syracuse, NY March 26-28 2020 – *CLG Scholarships will be available through the Landmark Society website.*

VI. New Business

- a. Village E-mail addresses – *several of the HPC members have never accessed or been locked out of their village e-mails. E. Eckert will reach out to Joe Liggammare to reset those accounts.*
- b. CLG Grant Applications 2020 – *The HPC discussed being a part of a larger Village/Community effort to present some sort of digital or live historical tours in the village. If the CDC is going to undertake this, the HPC discussed there being a portion that the HPC could help with and could use CLG funding for.*

VII. Next Meeting: March 11, 2020 @ 7:00pm

VIII. Adjourn

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

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