

Village of Lancaster
Historic Preservation Commission
Municipal Building, Lancaster NY

MEETING MINUTES
March 9, 2022

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

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

Village Board Member Joe Quinn and Deputy Village Attorney Jessica Kulpit were also in attendance.

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

II. Public Hearings

a. 20 West Main Street (Lancaster Village Center – Phase 2) – Tommy Sweeney – Updates to previous

COA

Tommy Sweeney was present at the meeting. He presented a new image of the back of the building as requested by the HPC. E. Eckert clarified that the First-Floor windows will be the same type as those above, not storefront as depicted in the image – T. Sweeney confirmed. There was discussion about the parapet heights on the building. There was no other discussion.

MOTION: S. Campbell made a motion to approve the application with the condition that the windows at the first-floor match the windows above at the rear of the building. Second by E. Eckert.

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

Justification: The building is new construction and does not detract from the existing historic fabric of the district.

b. 19 West Main Street (Symposium Wine Bar) – Katherine McKenna – Signage

Katie McKenna was present at the meeting. She explained the design process and the design of the proposed sign for the existing signboard. N. Stonebraker asked if there was any new lighting to be added – T. Sweeney stated that lighting for the signboards was previously approved with the building COA.

Village of Lancaster
Historic Preservation Commission
Municipal Building, Lancaster NY

There was no other discussion.

MOTION: C. Chaves Yates made a motion to approve the application as presented. Second by E. Eckert.

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

Justification: The signage is compatible with the building and the rest of the historic district signage. The sign was designed using the HPC Signage Guidelines.

III. Approval of Meeting Minutes

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

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

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

i. 5443 Broadway – S. Marshall stated that there is a tarp on the roof for some time now, he will be checking on the property.

ii. 5513 Broadway – S. Marshall stated that this property was cited for too many vehicles on the property as well as peeling paint on the building. The property owner has been given until July 1 to make progress on the paint.

c. Ongoing property issues

Deputy Village Attorney Jessica Kulpit was in attendance to discuss with the HPC the actions being taken for the ongoing property issues. J. Kulpit has been working with S. Marshall to bring some of the properties to court – which was delayed due to COVID restrictions as well as cite and notice other property owners. Unless otherwise directed by the HPC, all properties will receive 2 notices before being taken to court as the goal is to remedy the violations and maintain the historic properties as opposed to imposing fines. The HPC has created a form to help inform S. Marshall of new property issues. All property issues will begin with a letter from the HPC or contact directly from S. Marshall – depending on the violation. S. Marshall will be able to produce a monthly report for the ongoing property issues each month for the HPC.

i. 5622 Broadway – *No update.*

ii. 5500 Broadway (📍♥ Massage) – *Court in May.*

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 – *No update.*

vi. 5572 Broadway – *No update.*

vii. 5558 Broadway – *No update.*

viii. 5413 Broadway (Picasso's Pizza) – *Court in April.*

ix. 5482 Broadway – *No update.*

x. 39 Church Street – *No update.*

xi. 35 Church Street – *No update.*

Village of Lancaster
Historic Preservation Commission
Municipal Building, Lancaster NY

- xii. 58 Aurora Street – *Bagster has a scheduled pickup.*
- xiii. Town Hall – *HPC sent letter to the Town regarding painting and exterior maintenance items. The Town is currently accepting bids for exterior painting work at the building.*
- d. Communications/Reports
 - i. Liaison to the Village Board / Representation at Village Board Meetings – *C. Chaves Yates attended the 2/14 meeting. S. Campbell to attend the 3/14 meeting.*
 - ii. Model Law/Village Code Committee – *Final draft has been received from A. Herdzyk. Committee needs to review and get back to the Village Atty.*
 - iii. Zoning Code Committee – HPC Representation – *Ongoing public meetings.*
- e. Treasurer’s Report – *No update.*
- f. Village Newsletter – *No update.*

V. Old Business:

- a. Training Opportunities – *The HPC receives e-mails from NAPC and PBN – training opportunities are available constantly from these two organizations.*
- b. CLG Grants 2022 – *Applications due April 1. The HPC would like to get an updated survey of the historic district.*

VI. New Business

- a. Village Website – *S. Campbell stated that on the Village website it states that the deadline for COAs is 1-2 weeks prior to the meeting. E. Eckert to contact the Village Clerk’s Office to change this to 2 weeks.*

VII. Next Meeting: April 13, 2022 @ 7:00pm.

VIII. Adjourn (8:05pm)

MOTION: E. Mikula moved to adjourn the meeting. Second by M. Meyer.

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