

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

**MEETING MINUTES**  
**January 8, 2020**

**I. Attendance/Call to Order**

The meeting was called to order at 7:00PM by Chair S. Campbell. S. Campbell 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>exc.</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. 5400 Broadway – Stephen Fitzmaurice (Hunt Property Solutions) – New dumpster enclosure  
Mr. Fitzmaurice was present at the meeting. He explained the plans to build a new dumpster enclosure behind the building. The frame will be metal with a wood surround. S. Campbell asked if there were plans to stain the wood. Mr. Fitzmaurice explained that after 1 year the wood will be stained, as the material is pressure-treated. M. Meyer stated that the HPC would prefer a darker color for the stain. The HPC prefers that the wood wraps around the outside of the metal posts to obscure them.  
MOTION: S. Campbell made a motion to approve the COA as discussed- including the wood wrapping around the outside of the metal posts and the wood be stained a dark color after 1 year. Second by E. Mikula.  
MOTION APPROVED: In a vote of seven (7) ayes to zero (0) nays.

**III. Approval of Meeting Minutes**

- a. *December 11, 2019 (Regular Meeting)*  
MOTION: E. Mikula made a motion to approve the minutes as presented. Second by T. Sweeney.  
MOTION APPROVED: In a vote of seven (7) ayes to zero (0) nays.

**IV. Administrative Matters**

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- a. Public comment on matters of interest
  - i. T. Sweeney announced to the Commission that the Downtown Village Merchants Council will be holding “Chillville Winter Festival” on February 1 in the Central Business District.
- b. New property issues - *none*
- c. Ongoing property issues
  - i. 5622 Broadway – *S. Marshall and the Village Attorney are taking the owner to court*
  - ii. 5500 Broadway (☺♥ Massage) – *S. Marshall to cite the property owner and give the owner until July 15 to come to the HPC for a COA. E. Eckert to send a letter explaining the process and notifying the business owner as well.*
  - iii. 43 Central Ave. – *No update.*
  - iv. 33 Church St. – *No update*
  - v. 5470 Broadway (Artemis Tattoo) – *S. Marshall to cite the property owner and give the owner until July 15 to come to the HPC for a COA. E. Eckert to send a letter explaining the process and notifying the business owner as well.*
  - vi. Fence between Sunoco and Thomas Turtle – *S. Marshall to cite the property owner and give the owner until July 15 to come to the HPC for a COA. E. Eckert to send a letter explaining the process and notifying the business owner as well.*
  - vii. 77 & 81 Central Ave – *No update*
  - viii. 25 Central Ave – *No update*
  - ix. 5346 Broadway/47 Aurora (Wally’s) – *S. Marshall to cite the property owner and give the owner until July 15 to come to the HPC for a COA. E. Eckert to send a letter explaining the process and notifying the business owner as well.*
  - x. 5478 Broadway (Flourish Café) – *S. Marshall to cite the property owner and give the owner until July 15 to come to the HPC for a COA. E. Eckert to send a letter explaining the process and notifying the business owner as well.*
  - xi. 5572 Broadway – *No update*
  - xii. 25 Aurora St. – *S. Marshall to cite the property owner and give the owner until July 15 to come to the HPC for a COA. E. Eckert to send a letter explaining the process and notifying the business owner as well.*
  - xiii. 42 Aurora St. - *E. Eckert to send a letter explaining the process and notifying the business owner as well.*
- d. Communications/Reports – *none*
- e. Treasurer’s Report – *none*

**V. Old Business:**

- a. Model Landmarks Preservation Local Law for New York State Municipalities – *E. Eckert to distribute the edited Model Law to the HPC digitally for another review before recommending to the Village Board/Village Attorney.*
- b. CLG Grant- Design Guidelines – *The HPC discussed the boundaries of the district and decided that acceptable substitute materials will be at the discretion of the HPC on a case by case basis.*

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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.*
- e. HPC Membership/Alternates – *E. Eckert reached out to Bob Sonberg about joining the Commission.*
- f. Preservation Buffalo Niagara – Newsletter and Historic Tax Credit Workshop – *PBN will be hosting their monthly Historic Tax Workshop on May 13<sup>th</sup> at the Municipal Building.*

**VI. New Business**

- a. 2020 New York Statewide Preservation Conference – Syracuse, NY March 26-28 2020 – *CLG Scholarships will be available through the Landmark Society website.*
- b. Code Enforcement Resources – *S. Campbell wrote and sent a letter to the Village Board regarding the lack of Code Enforcement Resources allocated and the impact that has on our historic district.*

**VII. Next Meeting: February 12, 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.