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Village of Lancaster

# Historic Preservation Commission

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Lancaster Municipal Building ▪ 5423 Broadway ▪ Lancaster, NY 14086 ▪ [www.villageoflancastrhpc.com](http://www.villageoflancastrhpc.com)

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## MEETING MINUTES

November 12, 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>X</u>
Chaves Yates, C.	<u>exc.</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>exc.</u>
Allein, J (Planning Commission Liaison)	<u>X</u>
Fischione, M (Code Enforcement Officer)	<u>X</u>

Village Trustee Gavin O'Brien was also in attendance. Roll call indicated that five (5) voting members were present, and a quorum existed. At 7:03pm, J. Kacala arrived and there were six (6) voting members present.

### II. Public Hearings

#### a. 35 Church Street – Jennifer Galvin – Fencing

Ms. Galvin notified E. Eckert that she would not be in attendance for the November meeting. The HPC will hold the hearing for this COA at the December meeting.

#### b. 5470 Broadway (Artemis Tattoo) – Esther Eicheldinger & Eyrica Ward – Removal of chimney at Carriage House

Ms. Eicheldinger and Ms. Ward were present at the meeting. They explained plans for a new roof at the Carriage House on their property. They presented an engineering report that recommended removing the existing chimney, which is not visible from the public right-of-way. S. Campbell stated that this chimney is not listed anywhere as a character-defining feature and that it is not visible from the street. Ms. Eicheldinger and Ms. Ward also discussed that they wish to replace the signboard at their business on the property. They will provide updated artwork to the HPC via email once designed. The sign frame and structure and lighting will not change. Updated artwork provided via email 11/19/25.

MOTION: S. Campbell made a motion to approve the COA as presented. Second by N. Stonebraker.

MOTION APPROVED: In a vote of six (6) 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.

#### c. 7 Clark Street – Michael Thrush – Exterior improvements

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Mr. Thrush was present at the meeting. He explained plans to install vinyl siding at the building. C. Campbell clarified that if new vinyl siding were to be allowed, the HPC would prefer it be installed over the existing wood siding so that it be reversible in the future. E. Eckert stated that at some of the windows on the building, there is a wide surround trim detail. If the HPC approves the vinyl siding, this detail should be followed through at all the windows. Mr. Thrush explained that he plans to replace the roof. E. Eckert stated that if the material is not being changed for the roof replacement, that work does not require a COA. Mr. Thrush explained that he plans to make improvements to the small porch at the front of the house. S. Campbell stated that because the porch seems to be the original massing and shape, the HPC would prefer the massing and shape remain. The decking of the porch and the railings are replacements, as can be seen in the historic photo.

MOTION: E. Eckert made a motion to approve the COA with conditions: the wide surround trim detail be used at all exterior windows and the existing wood siding must remain beneath the vinyl siding. Second by J. Kacala.

MOTION APPROVED: In a vote of five (5) ayes to one (1) nays. S. Campbell voted nay.

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.

MOTION: E. Eckert made a motion to table any alterations to the porch. Second by J. Kacala

MOTION APPROVED: In a vote of six (6) ayes to zero (0) nays.

### III. Approval of Meeting Minutes

#### a. October 8, 2025 (Regular Meeting)

MOTION: M. Meyer made a motion to approve the minutes as presented. Second by E. Eckert.

MOTION APPROVED: In a vote of five (5) ayes to zero (0) nays. S. Campbell abstained from voting as she wasn't at the last meeting.

### IV. Administrative Matters

#### a. Public comment on matters of interest

- i. Village Trustee Gavin O'Brien presented the current state of the Pocket Park Design which will be directly west of the Municipal Building. The HPC discussed preferences and the design with Village Trustee O'Brien.

#### b. New property issues

- i. 5556 Broadway – Deteriorating porch that appears to be possibly unsafe.

#### 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. Building Department is monitoring the property and work.
- 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 – Building Department will issue an appearance ticket for this property.
- vii. 42 Aurora Street – No update. Building Department is monitoring the property and work.

#### d. Communications/Reports

- i. Village Board – N. Stonebraker went to a Village Board Meeting in October. She updated the HPC on relevant items. E. Eckert to attend in November.

#### e. Treasurer's Report – No update.

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- f. *Village Newsletter (November) – E. Eckert provided 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 – Thursday, November 13 @ 6:00pm*
    - 2. *National Association of Preservation Commissions (NAPCommissions.org)*  
*Design Review Roundtable: Additions Webinar – November 13 @ 1:00PM*
    - 3. *HPC Roundtable – November 13 @ 6:30pm Amherst Town Hall*

**V. Old Business**

- a. *HPC Informational Mailing - This is in progress.*
- b. *Updated Joint Comprehensive Plan – Presentation at Village Board Meeting November 24*

**VI. New Business - None**

**VII. Next Meeting: December 10, 2025 @ 7:00pm.**

**VIII. Adjourn (8:37pm)**

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

*MOTION APPROVED: In a vote of six (6) ayes to zero (0) nays.*