

Village of Lancaster
Historic Preservation Commission
Municipal Building, Lancaster NY

MEETING MINUTES
September 8, 2021

I. Attendance/Call to Order

The meeting was called to order at 6:59PM 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>abs.</u>
Keefe, J. (Acting Chair)	<u>X</u>
Meyer, M. (Chair)	<u>X</u>
Mikula, E.	<u>X (arrived 6:14pm)</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>

Roll call indicated that six (6) voting members were present and a quorum existed.

II. Public Hearings

a. 20 School Street – Jeffrey Godfrey – Concrete Paving

Mr. Godfrey was present at the meeting. He explained that he has appeared before the Zoning Board of Appeals, and they approved his application. S. Campbell asked how many parking spaces the property has currently – Mr. Godfrey stated that they have 2 spaces and are looking to add 2 spaces. S. Campbell expressed her concerns that the property already has little green space, and this proposal would mean an even less. She also looked through Design Guidelines of neighboring areas and found that many state that parking should not occur in the front of a house. S. Campbell also stated that this additional paving will affect the cohesiveness of the neighborhood. S. Marshall stated that behind the house is a floodplain and the additional paving cannot occur there. He also stated that per Zoning Code, the property is a 3-Unit Structure, and it requires 3 parking spaces. The ZBA approved a wider curb cut across the front of the property. There was no further discussion.

MOTION: J. Keefe made a motion to approve the COA as presented. Second by M. Meyer.

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

Justification: The additional paving is necessary to make the property comply with the current Zoning Code.

E. Mikula arrived at the meeting. Seven (7) voting members were present.

Village of Lancaster
Historic Preservation Commission
Municipal Building, Lancaster NY

b. 5477 Broadway (Potter's House) – Ed Carlsen Jr. – Replacement windows

Mr. Carlsen was present at the meeting. He explained that there are currently 6 windows at the building that are broken. The church desires to replace these broken windows with aluminum-clad wood windows. S. Campbell asked what the finish on the exterior of the windows will be – Mr. Carlsen stated they will be aluminum. The HPC discussed that their preference in color for the exterior finish is something dark. There was no further discussion.

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

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

Justification: Aluminum clad wood windows are an acceptable replacement material within the historic district.

c. 50 Central Avenue (Skoob's) – Bill Skubis – Exterior dining area

Mr. Skubis was present at the meeting with Jim Pusateri, his contractor. They presented their project, explaining the drawings submitted with the application. M. Meyer asked what the capacity of the deck will be – Mr. Skubis stated that it should hold around 50 people. The HPC discussed that this project is on the agenda for the next Planning Commission meeting. There was no other discussion.

MOTION: J. Keefe made a motion to approve the COA as presented. Second by E. Mikula.

MOTION APPROVED: In a vote of six (6) ayes to zero nays. N. Stonebraker abstained from voting because she knows Mr. Skubis personally.

Justification: The addition of the deck will occur on the side of the building and will not detract from the cohesiveness of the Central Business District and the Historic District. The addition is reversible as well.

III. Approval of Meeting Minutes

a. *August 11, 2021 (Regular Meeting)*

MOTION: E. Eckert made a motion to approve the minutes as amended. Second by E. Mikula.

MOTION APPROVED: In a vote of five (5) ayes to zero (0) nays. M. Meyer and C. Chaves Yates abstained from voting because they missed the previous meeting.

IV. Administrative Matters

a. Public comment on matters of interest - *none*

b. New property issues - *none*

c. Ongoing property issues

i. 5622 Broadway – *Property owner will be in court in October.*

ii. 5500 Broadway (☎♥ Massage) – *S. Marshall sent a new notice.*

iii. 77 Central Ave. – *Work in progress.*

iv. 81 Central Ave – *Work in progress.*

v. 25 Central Ave – *S. Marshall sent a new notice.*

vi. 5572 Broadway – *S. Marshall sent a new citation.*

vii. 42 Aurora St. (Black Sheep) – *S. Marshall sent a new notice on the sign.*

viii. 5558 Broadway – *S. Marshall stated that the Building Department is checking on compliance.*

ix. Broadway and Legion Pkwy – *Temporary signs for Elks Club Cruise Nights and various events. – Sign was removed by DPW.*

Village of Lancaster
Historic Preservation Commission
Municipal Building, Lancaster NY

- x. 5413 Broadway (Picasso's Pizza) – *S. Marshall sent a second notice, expecting appearance ticket in court in September.*
- xi. 5482 Broadway – *S. Marshall is working with the Building Department to address. The permit was issued in error.*
- xii. Broadway and Pac Way – *S. Marshall sent property owner a letter.*
- xiii. Central Ave and Clark St. Parking Lot – *S. Marshall is trying to have the DPW check on these dumpsters weekly to keep them clean.*
- d. Communications/Reports - *none*
- e. Treasurer's Report - *none*
- f. Village Newsletter – *Next newsletter is November. S. Campbell to write a blurb regarding becoming a local landmark.*

V. Old Business:

- a. Model Law/Village Code Committee – *S. Campbell, C. Chaves Yates and E. Eckert had a productive meeting 8/26 with A. Herdzik.*
- b. Training Opportunities
 - i. NACP Summer Short Course – August 24 & 25
 - ii. PastForward: National Preservation Conference (virtual)– November 3-6
 - iii. Statewide Preservation Conference (virtual) – November 16 -18

VI. New Business

- a. Liaison to the Village Board / Representation at Village Board Meetings – *It was brought up at the Village Code Committee meetings that one way to increase communication between the Village Board, other boards and the HPC is to have regular HPC representation at the Village Board Meetings. S. Campbell suggested that an HPC member attend at least one Village Board meeting per month on a rotating basis. S. Campbell to attend Sept. 27. E. Eckert to attend Oct. 25.*
- b. New Zoning Code Committee – HPC Representation – *A committee has been formed to rewrite the Village Zoning Code. The HPC should have representation on this committee. M. Meyer has attended the first of the planned meetings. Other HPC members may attend as additional meetings occur.*
- c. Potential Local Landmarks – *The HPC discussed adding to the historic district map through nominating individual Local Landmark properties. The Commission will put information about individual local landmarks in the next Village Newsletter.*

VII. Next Meeting: October 13, 2021 @ 7:00pm.

VIII. Adjourn (8:27pm)

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

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