

Village of Lancaster
Historic Preservation Commission
Municipal Building, Lancaster NY

MEETING MINUTES
June 10, 2020

I. Attendance/Call to Order

The meeting was called to order at 7:04PM by Chair S. Campbell. S. Campbell led the HPC in the Pledge of Allegiance. The June 10th meeting was a ZOOM Virtual Meeting.

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. 40 Church Street – Mike Zwilling & Rod Terwillinger – Reconstruct existing porch
Mr. Terwillinger was present at the meeting. He explained that the foundation of the porch is settling, the stairs are unsafe, but they plan to save the existing porch roof if possible. The reconstruction of the porch will include composite deck boards, wood skirting, wood railings and columns. S. Campbell stated that she would prefer the skirting use vertical boards. S. Campbell stated that she would be agreeable to the composite deck boards if the ends of the deck boards will be covered by the fascia.
MOTION: E. Eckert made a motion to approve the COA with the conditions stated. Second by E. Mikula.
MOTION APPROVED: In a vote of seven (7) ayes to zero (0) nays.
Justification: The appearance of the reconstructed porch will be in the same style of what is there, which is compatible with the aesthetic of the historic district.
- b. 5476 Broadway (Flourish Cafe) – Timothy Kaufman – Signage
Mr. Kaufman was present at the meeting. He explained the proposed signage at the front of the business and plans to cover up an existing signboard on the side of the building. There was discussion regarding the Building Department and maximum allowable signage. E. Eckert to e-mail Mr. Kaufman contact information for the Code Official. There was discussion about the design of the side sign and its aesthetic not being compatible with the historic district.
MOTION: T. Sweeney made a motion accept the front signage as presented and to table the side signage

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for future. Second by M. Meyer.

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

Justification: The approved signage is compatible with the aesthetic of the historic district.

- c. 32 Central Avenue (3D Comics) – Joel Chiarmonte – New signage

Mr. Chiarmonte was present at the meeting. He explained his plans to install a vinyl window graphic at his storefront. T. Sweeney asked if any signage would be installed above the storefront – Mr. Chiarmonte said, no. There was no further discussion.

MOTION: E. Eckert made a motion to approve the COA with the conditions stated. Second by T. Sweeney.

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

Justification: The new signage is compatible with the aesthetic of the historic district.

- d. 10 Aurora Street – Tommy Sweeney – New entrance doors

Mr. Sweeney was present at the meeting. He explained the proposed new entrance doors and picture windows at the west side of the building. There was no other discussion.

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

MOTION APPROVED: In a vote of six (6) ayes to zero (0) nays. T. Sweeney abstained from voting.

Justification: The appearance of the new entranceway is compatible with the aesthetic of the historic district.

- e. Central Business District/West Main Street – Tommy Sweeney – Dumpster enclosures

Mr. Sweeney was present at the meeting. He explained that the material of the dumpster enclosures will be wood with wood-wrapped posts. There was no other discussion.

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

MOTION APPROVED: In a vote of six (6) ayes to zero (0) nays. T. Sweeney abstained from voting.

Justification: The design of the new dumpster enclosures is compatible with the aesthetic of the historic district.

- f. 10 Aurora Street (Whole Fitness & Wellness) – Kelly Williams – Relocate signage

Ms. Williams was present at the meeting. She explained the need to relocate her existing signage to the new entrance. There was no other discussion.

Mr. Sweeney was present at the meeting. He explained the proposed new entrance doors and picture windows at the west side of the building. There was no other discussion.

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

MOTION APPROVED: In a vote of six (6) ayes to zero (0) nays. T. Sweeney abstained from voting.

Justification: The relocated signs were previously approved by the HPC and are compatible with the aesthetic of the historic district.

III. Approval of Meeting Minutes

- a. *March 11, 2020 (Regular Meeting)*

MOTION: S Campbell 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 - *none*

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- b. New property issues
 - i. 5481 Broadway – brick and front steps are crumbling
 - ii. 11 West Main Street – Furry Friends/Bosco’s Bakery Café has a new window sign without COA. E. Eckert to send a letter.
 - iii. 34 Central Ave – Long Weekend has a new sign with COA. E. Eckert to send a letter.
- 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. 77 & 81 Central Ave – *Property owner of 81 Central reached out – hoping to make some progress on some maintenance issues.*
 - vi. 25 Central Ave – *No update*
 - vii. 5346 Broadway/47 Aurora (Wally’s) – *No update.*
 - viii. 5572 Broadway – *S. Marshall to reach out.*
- d. Communications/Reports – *none*
- e. Treasurer’s Report – *none*

V. Old Business:

- a. Model Landmarks Preservation Local Law for New York State Municipalities – *If rules allow, the HPC will have a work session prior to the July meeting to finish editing the Model Law.*
- b. CLG Grant- Design Guidelines – *S. Campbell has submitted the interim progress report to NYS. CBCA expects a draft to be delivered to the HPC soon.*
- c. West Main Street Project – *J. Allein stated that the W. Main Street project will begin construction June 22 with an estimated completion of October 2020.*
- d. Village of Lancaster Newsletter – *the HPC has nothing to include for the next newsletter*
- e. 2020 New York Statewide Preservation Conference –Syracuse, NY March 26-28 2020 – *Rescheduled to Dec 1-3, 2020*
- f. CLG Grant Applications 2020 – *Application was submitted on time. No update.*

VI. New Business

- a. Village E-mail addresses – *All HPC business should be conducted using Village E-mail accounts only. . Eckert asked members to let her know if they have any problems and she can have the accounts reset.*
- b. NAPC Subscription – *S. Campbell believes the HPC has let the membership lapse for the National Association of Preservation Commissions. E. Eckert to renew membership.*
- c. T. Sweeney announced his resignation from the HPC. He will submit a formal letter to the Village Board.

VII. Next Meeting: July 8, 2020 @ 7:00pm. If regulations permit, the HPC will hold a work session at 6:00pm to discuss the Model Landmarks Preservation Local Law.

VIII. Adjourn

MOTION: T. Sweeney moved to adjourn the meeting. Second by S. Campbell.

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