

Village of Lancaster
Historic Preservation Commission
Municipal Building, Lancaster NY

MEETING MINUTES
September 14, 2022

I. Attendance/Call to Order

The meeting was called to order at 7:00PM by Chair M. Meyer. J. Keefe 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. (Vice Chair)	<u>X</u>
Meyer, M. (Chair)	<u>X</u>
Stonebraker, N. (Alt.)	<u>X</u>
Russ, M. (Alt.)	<u>exc.</u>
Budzinski, J. (Village Historian)	<u>X</u>
Marshall, S (Code Enforcement)	<u>X</u>
Allein, J (Planning Commission Liaison)	<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. 5647 Broadway (Heat House Studios) – Martin Whiteford – Signage

Mr. Whiteford was present at the meeting. He explained his plans for a sign installed at the roof of the first floor. N. Stonebraker asked if the proposed sign would block any of the second floor windows – Mr. Whiteford replied that it would not. The Commission discussed the lack of appropriateness for a sign of the size proposed in the location proposed in this residential location. M. Meyer proposed a smaller sign be installed on the front of the building. J. Kacala asked what the signage had been previously when the building was used as office space – Mr. Whiteford replied that it had been a ground sign, which is not what he wants to install. The Commission discussed their preference for either a ground sign or a smaller sign affixed on the front of the building.

MOTION: C. Chaves Yates made a motion to approve the application with conditions: sign to be a wall sign located between the door and window on the front of the building and applicant is to send redesigned artwork to HPC via e-mail. Second by E. Eckert.

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

Justification: The approved wall sign is compatible with the massing, size, scale and architectural features of the property. In addition, the sign is reversible. The signage will not destroy historic materials that characterize the property.

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- b. 5441 Broadway – Thomas Fowler – Wooden replacement fence (previously approved 11/2018)
Mr. Fowler contacted the HPC via e-mail requesting an extension of the previously approved COA to replace the existing fence with a wooden fence as approved. There was no discussion.
MOTION: S. Campbell made a motion to approve the request for extension of the previously approved COA. Second by J. Keefe.
MOTION APPROVED: In a vote of six (6) ayes to zero (0) nays.
Justification: The approved COA includes a replacement fence that follows the Design Guidelines. The fence is compatible with the massing, size, scale and architectural features of the property.
- c. 85 Central Ave. (6th Order Tattoo Studio) – Andrea Richards and Christopher Coppola – Replacement Awning
Ms. Richards and Mr. Coppola were present at the meeting. They explained plans to replace the former logo on the existing awning with their own business name. There was no other discussion.
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: The existing awning follows the Design Guidelines and an alteration of the graphic will not detract from the aesthetic of the Historic District. The approved work is compatible with the massing, size, scale and architectural features of the property.
- d. 5482 Broadway – Jennifer Buyea – Fence
Ms. Buyea was not present at the meeting. S. Marshall explained that the wooden fence was installed with a Building Permit which was issued in error due to the lack of an approved COA. The wooden fence installed is a design included in the Design Guidelines.
MOTION: E. Eckert made a motion to approve the COA with the condition that the required fee be paid to the Clerk-Treasurer Office. Second by S. Campbell.
MOTION APPROVED: In a vote of six (6) ayes to zero (0) nays.
Justification: The approved COA includes a fence that follows the Design Guidelines. The fence is compatible with the massing, size, scale and architectural features of the property.

III. Approval of Meeting Minutes

- a. *August 10, 2022 (Regular Meeting)*
MOTION: M. Meyer made a motion to approve the minutes as amended. Second by S. Campbell.
MOTION APPROVED: In a vote of six (6) ayes to zero (0) nays. N. Stonebraker abstained from voting because she was not present at the last meeting.

IV. Administrative Matters

- a. Public comment on matters of interest
- i. The Village Board has appointed Jeff Budzinski as Village Historian. Mr. Budzinski introduced himself to the HPC. The HPC discussed their role in the Village and asked Mr. Budzinski if he is interested in serving on the Commission.
- b. New property issues
- c. Ongoing property issues
- i. 5622 Broadway – *Due in court in September.*
 - ii. 5413 Broadway (Picasso's Pizza) – *Due in court in September.*

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- iii. 5500 Broadway (📍♥ Massage) – *No update.*
 - iv. 77 Central Ave. – *No update.*
 - v. 81 Central Ave – *No update.*
 - vi. 25 Central Ave – *S. Marshall to ask property for more information regarding funding and plans for future work on the exterior of the building.*
 - vii. 5558 Broadway – *No update.*
 - viii. 5482 Broadway – *COA approved.*
 - ix. Town Hall – *No update.*
 - x. 5497 Broadway (Masonic Temple) – *S. Marshall has discussed needed repairs with building owner, who is seeking a contractor to do the work.*
 - xi. 40 Church Street – *Sewer repairs were needed and the driveway was part of the work. No change in material therefor no COA needed.*
- d. Communications/Reports
- i. Liaison to the Village Board / Representation at Village Board Meetings – *C. Chaves Yates attended 9/12/22 Village Board Meeting.*
 - ii. Model Law/Village Code Committee – *C. Chaves Yates to put together letter of support for the Village Board. Committee to schedule a work session with Village Board to follow.*
 - iii. Zoning Code Committee – *Next public meeting is 9/21/22.*
- e. Treasurer’s Report – *No update.*
- f. Village Newsletter – *Brainstorm for next newsletter (November) – possibly announcement of new HPC Code or information about PBN Lancaster Tours.*

V. Old Business:

- a. Training Opportunities – *The HPC receives e-mails from NAPC and PBN – training opportunities are available constantly from these two organizations. Statewide Preservation Conference is coming up September 22-24.*
- b. HPC Membership – *Jeff Budzinski, the new Village Historian was present at the meeting and met with the HPC. The other applicant for the Village Historian position will be invited to meet the Commission and discuss his interest in possibly joining the Commission in an Alternate position.*
MOTION: M. Meyer made a motion to recommend to the Village Board to appoint Jeff Budzinski, Village Historian to the HPC. Second by S. Campbell.
MOTION APPROVED: In a vote of six (6) ayes to zero (0) nays.
- c. PBN – Broadway Historic District Tour – August 20th – *C. Chaves Yates attended the tour. She discussed possible future collaborations between the HPC and PBN.*
- d. Mural Program - *M. Meyer printed out some information on murals in historic districts for the HPC members. Any murals proposed within the historic district would be subject to the HPC’s review for a COA. WKBW reported that the Village was searching for artists/ideas for murals in the village. The HPC has not been consulted. S. Campbell to draft a letter to the Village Board regarding the important of consulting the HPC if any murals are to be installed within the Central Business District/Historic District.*

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VI. New Business

- a. Village Employees – Sexual Harassment Prevention Training
 - i. Tuesday, Sept. 20 from 6:30-9:30pm
 - ii. Monday, Nov. 28 from 6:30-9:30pm

VII. Next Meeting: October 12, 2022 @ 7:00pm.

VIII. Adjourn (8:15pm)

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

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