
Village of Lancaster
Historic Preservation Commission

Lancaster Municipal Building • 5423 Broadway • Lancaster, NY 14086 • www.villageoflancasterhpc.com

MEETING MINUTES

February 14, 2024

I. Attendance/Call to Order

The meeting was called to order at 6:58PM by Chair M. Meyer. J. Keefe led the HPC in the Pledge of Allegiance.

Board Members

Budzinski, J. (Village Historian)	<u>X</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>exc.</u>

Roll call indicated that seven (7) voting members were present, and a quorum existed.

II. Public Hearings

a. 5657 Broadway – Virginia Graff – Replacement fencing

Virginia Graff was present at the meeting. She explained the project - replacement of an existing, deteriorated fence on one side of her property as well as a new section to hide the generator on the Broadway-facing side of the house. The commission discussed materials (wood, to be stained later) and the differences in location from the former fence. There was no other discussion.

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

MOTION APPROVED: In a vote of seven (7) 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 10 – New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

III. Approval of Meeting Minutes

a. January 10, 2024 (Regular Meeting)

MOTION: S, Campbell made a motion to approve the minutes as presented. Second by J. Budzinski.

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

IV. Administrative Matters

- Public comment on matters of interest - None
- New property issues - None
- Ongoing property issues – *There is not currently a Village Code Official, all issues should be reported to Matt Fischione in the Building Department for the time being.*

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- i. 5622 Broadway – *Court is set for February 20, 2024 per e-mail correspondence with Village Deputy Attorney Jessica Kulpit.*
- ii. 81 Central Ave – *No update.*
- iii. Town Hall* – *No update.*
- iv. 5497 Broadway (Masonic Temple) – *Building is for sale.*
- v. 5440 Broadway* (Depew-Lancaster Boys and Girls Club) – *No update*
- d. Communications/Reports
 - i. Village Board - *J. Kacala attended the February 12 Village Board Meeting. E. Eckert will attend in March.*
 - ii. Village's 175th Anniversary Committee – *S. Campbell updated the HPC on events. There is a section on the Village Website with information about all the events. Restaurant Week is in March.*
- e. Treasurer's Report – *Budgets for 2024-25 Fiscal Year are due at the end of February.*
- f. Village Newsletter – *E. Eckert to send article for the next newsletter.*
- g. HPC administration
 - i. Training – *4 hours + VOL Sexual Harassment Training due at the end of 2024*
 - 1. Sexual Harassment Prevention Training
 - a. February 20, 2024 at 6:30pm at the Municipal Building 2nd Floor Auditorium
 - 2. National Association of Preservation Commissions (NAPCommissions.org)
 - a. The ABCs of Historic Designation, Part 2 – January 11 @ 1pm (coupon code:ALLIANCE)
 - 3. National Trust for Historic Preservation (Savingplaces.org)

V. Old Business:

- a. HPC Signage Guidelines Revisions – *The Commission discussed the proposed changes to the Signage Guidelines.*
MOTION: J. Budzinski made a motion to approve the presented revisions as amended per the discussion. Second by S. Campbell.
MOTION APPROVED: In a vote of seven (7) ayes to zero (0) nays.

VI. New Business

- a. Code Enforcement in the Historic District – *M. Meyer to write a letter to the Village Board encouraging the hiring of a new Code Enforcement Officer.*
- b. CLG Grants 2024 – *Discussion to occur next meeting to select a proposed project for a CLG Grant application.*

VII. Next Meeting: March 13, 2024 @ 7:00pm.

VIII. Adjourn (7:45pm)

- MOTION: J. Budzinski moved to adjourn the meeting. Second by S. Campbell.
MOTION APPROVED: In a vote of seven (7) ayes to zero (0) nays.