
Village of Lancaster

Historic Preservation Commission

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

MEETING MINUTES

September 10, 2025

I. Attendance/Call to Order

The meeting was called to order at 6:59PM by Chair M. Meyer. N. Stonebraker 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>X</u>
Eckert, E. (+ Secretary)	<u>X</u>
Kacala, J.	<u>exc.</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>

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

II. Public Hearings

a. 5472 Broadway (The GOAT Nutrition) - Jessica Copece – Signage

Ms. Copece was present at the meeting. She explained the revised design for the window signage. There was no additional 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.

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.

b. 50 Central Avenue (Skoobs) – Philip Arnold - Signage

Mr. Arnold was not present at the meeting. The commission discussed their concerns with the COA as presented.

Ms. Meyer was present at the meeting. The concerns included specific items within the HPC Signage Guidelines including: Signage should be harmonious with the character of the building with which it is associated in terms or form, design, scale and proportion, Signs should be sized to the scale of the building, and Billboard type signs and advertisements are not appropriate within the historic district. In addition, it was brought up that the application does not include a to-scale color drawing or photograph of the proposed sign and its proposed location of the sign on the structure.

MOTION: M. Meyer made a motion to table the COA. Seconded by S. Campbell.

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MOTION APPROVED: In a vote of four (4) ayes to zero (0) nay. J. Keefe and N. Stonebraker abstained from voting.

c. 12 West Main Street (PAC) – Kris Young – Heritage Windows

Mr. Young was present at the meeting. The Commission discussed the proposed Heritage Windows project. C. Chaves Yates expressed concerns over the brightness of the projections; Mr. Young stated that the system is very customizable and that the professionals setting up the system would ensure that the projections are not too bright. N. Stonebraker clarified that the projections would only occur at the western-most windows of the building. There was also discussion that the COA is specific to this project that supports historic preservation in the community and the installation can only be used for such purpose as described by Mr. Young in the COA Application.

MOTION: M. Meyer made a motion to approve the COA with the condition that the installation can only be used for the “Heritage Windows” project. 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 2 - The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided. This project does not remove or alter the historic character of the property.

III. Approval of Meeting Minutes

a. *August 13, 2025 (Regular Meeting)*

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

MOTION APPROVED: In a vote of four (4) ayes to zero (0) nays. C. Chaves Yates and N. Stonebraker abstained from voting as they were not present at the meeting.

IV. Administrative Matters

a. Public comment on matters of interest

b. New property issues – *The Commission discussed that there are several properties within the district that should be notified now about their deteriorating porches, as lining up contractors and getting approvals can be a lengthy process and should begin now if improvements are to be made next building season. The Commission will notify Code Enforcement which properties are concerns at the next meeting.*

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.*
- iv. 5440 Broadway (Depew-Lancaster Boys and Girls Club) – *No update.*
- v. 1 Central Ave (Town Hall) – *The wall at the front of the building has been repaired. Other building repairs and improvements are under construction. The work was reviewed by NYS SHPO as part of the grant funding.*
- vi. 5472 Broadway – *Business owner was present at the meeting and received approval for the signage.*
- vii. 5474 Broadway – *M. Fischione is in contact with the business owners.*
- viii. 11 Church Street – *No update.*
- ix. 5513 Broadway – *No update.*
- x. 42 Aurora Street – *Code Enforcement spoke to the property owner, and she is aware of the work needed to repair the porch and paint the building.*

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- xi. 19 West Main Street – *Deteriorating materials*
- d. Communications/Reports
 - i. Village Board – *Concerns about the lack of a signage code for the business district were discussed. M. Meyer to contact Trustee Mikoley regarding the adoption of a revised signage code.*
- e. Treasurer's Report – *No update.*
- f. Village Newsletter (November)
- g. HPC administration
 - i. Training – *4 hours + VOL Sexual Harassment Training due at the end of 2025.*
 - 1. Sexual Harassment Prevention Training – *If you have a certificate from NYS Sexual Harassment Prevention Training from your regular job, you may submit to Village of Lancaster in lieu of attending.*
 - 2. National Association of Preservation Commissions (NAPCommissions.org)
Historic Context Studies Webinar – September 25 @ 1:00PM

V. Old Business

- a. HPC Informational Mailing: *SC brought up concerns with applicants more frequently coming before the HPC and telling the Commission that they were unaware that they are located within the Historic District and that they did not know they needed to apply for a COA. The Commission discussed putting together a mass mailing to all the properties within the district with some basic information. Commission to gather some old materials and start to put something together.*

VI. New Business - None

VII. Next Meeting: October 8, 2025 @ 7:00pm.

VIII. Adjourn (7:57pm)

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.