

Village of Lancaster
Historic Preservation Commission
Municipal Building, Lancaster NY

MEETING MINUTES
July 12, 2023

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

Budzinski, J. (Village Historian)	<u>X</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>
Marshall, S (Code Enforcement)	<u>X</u>
Allein, J (Planning Commission Liaison)	<u>X</u>

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

II. Public Hearings

a. 25 Central Avenue (Valint's Meats) – Adam Schiller – Storefront and Façade Improvements

Adam Schiller was present at the meeting. Mr. Schiller explained plans for the improvements to the building – the proposal includes a replacement sign, a new awning, masonry repairs and a limestone base under the storefront. S. Cambell clarified whether or not the doors were included in the storefront replacement – they will be replaced as well. N. Stonebraker clarified the location of the new light fixture above the awning – Mr. Schiller stated that the light will be on the sign. E. Eckert asked if the existing vinyl graphics on the window will be reapplied – Mr. Schiller stated that it will not. There was no other discussion.

MOTION: S. Campbell made a motion to approve the COA as submitted. Second by N. Stonebraker.

MOTION APPROVED: In a vote of six (6) ayes to zero (0) nays. J. Keefe abstained because he is a tenant of the same building.

Justification: The design of the proposed project follows the Secretary of the Interior's Standards for Rehabilitation, Numbers 5 – Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved, and Number 6 - Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

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- b. 19 West Main Street, Ste 400 (Symposium Wine Bar) – Katie McKenna-Heveran – Outdoor Patio
Ms. McKenna-Heveran was present at the meeting. She explained plans to add outdoor seating per her application at the alleyway next to the building. S. Campbell asked the applicant if any fencing would be part of the work – the applicant stated that it would not. The Commission discussed with the applicants that none of the proposed work would be permanent – the proposal included furnishings only that will be taken in before winter. There was no other discussion.
MOTION: E. Eckert made a motion to approve the COA as presented. Second by J. Keefe.
MOTION APPROVED: In a vote of seven (7) ayes to zero (0) nays.
Justification: The design of the proposed project follows 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.
- c. 11 West Main Street (Dark Forest Chocolate Makers) – Dan Sundell – Storefront and Façade Improvements
Mr. Sundell was present at the meeting. He explained plans on his application for replacement storefront, some concrete work and new signage. The Commission discussed the design of the film on the new storefront with Mr. Sundell. There was no other discussion.
MOTION: M. Meyer made a motion to approve the COA as presented. Second by C. Chaves Yates.
MOTION APPROVED: In a vote of seven (7) ayes to zero (0) nays.
Justification: The design of the proposed project follows 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. *June 14, 2023 (Regular Meeting)*
MOTION: S. Campbell made a motion to approve the minutes as amended. Second by J. Budzinski.
MOTION APPROVED: In a vote of seven (7) ayes to zero (0) nays.

IV. Administrative Matters

- a. Public comment on matters of interest
- i. Tommy Sweeney attended the meeting. He clarified the order of operations for some of his Central Business District tenants for work including signage and improvements. The Commission and Code Enforcement S. Marshall discussed that the order, by Village Code, is Planning Commission, followed by HPC and/or Zoning Board if required. The deadline for Planning Commission meetings is 20 days prior to a meeting, so if work is submitted by the first of the month, an applicant would be able to get to that month's Planning Commission meeting and the following month's HPC and/or Zoning Board Meeting.
- b. New property issues
- c. Ongoing property issues –
- i. 5622 Broadway – *No update.*
 - ii. 81 Central Ave – *No update.*

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- iii. 25 Central Ave – *Business owner is in attendance for COA*
- iv. 5558 Broadway – *The front roof is complete. Violation has been remedied.*
- v. Town Hall – *The clock face on the tower has been replaced. No update on the masonry and painting work needed.*
- vi. 5497 Broadway (Masonic Temple) – *No update.*
- vii. 5441 Broadway – *S. Marshall to reach out.*
- viii. 5440 Broadway (Depew-Lancaster Boys and Girls Club) – *No update.*
- ix. 5413 Broadway (Picassos) – *No update.*
- x.

d. Communications/Reports

- i. Liaison to the Village Board / Representation at Village Board Meetings – *J. Budzinski attended the June 26 Village Board Meeting. S. Campbell will attend July 24th.*
 - ii. Village’s 175th Anniversary Committee – *No report.*
- e. Treasurer’s Report – *No report.*
- f. Village Newsletter (July) – *E. Eckert sent Historic Windows – Part I to the mayor to be included in the Village Newsletter.*
- g. HPC administration
- i. Training
 - 1. Village Employees Sexual Harassment Training
 - a. Thursday July 20 from 9:00am – 11:00am
 - b. Saturday, November 4 from 8:00 – 10:00am
 - 2. 2023 HPC Roundtable
 - a. July?
 - 3. Preservation Day – August 5 from 10:00am – 3:00pm
 - a. The HPC does not think that this would be an event that would be beneficial to have a table/booth set up at.
 - 4. NAPC Virtual Summer Short Course – August 23 & 24
 - a. M. Meyer, E. Eckert, J. Budzinski and C. Chaves Yates plan to attend some sessions for the Short Course.

V. Old Business:

- a. Village of Lancaster NY Forward Local Planning Committee (<https://www.lancasternyforward.com/>)
 - i. Online poll on website by Saturday July 16

VI. New Business

VII. Next Meeting: August 9, 2023 @ 7:00pm.

VIII. Adjourn (7:55pm)

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

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