

**Village of Lancaster**  
**Historic Preservation Commission**  
Municipal Building, Lancaster NY

**MEETING MINUTES**  
**February 10, 2021**

**I. Attendance/Call to Order**

The ZOOM meeting was called to order at 7:00PM by Chair M. Meyer. S. Campbell 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. (Acting Chair)	<u>X</u>
Meyer, M. (Chair)	<u>X</u>
Mikula, E.	<u>X</u>
Stonebraker, N. (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. 25 Central Avenue (Valint's Meats) – Adam Schiller – Signage

Mr. Schiller was present at the meeting. He explained plans to install a vinyl graphic on the two front windows at the storefront on the property. N. Stonebraker asked when the shop is expected to open – Mr. Schiller stated that he is targeting mid-April.

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

MOTION APPROVED: In a vote of seven (7) ayes. M. Meyer abstained from voting.

*Justification: The proposed signage is compatible with the historic district and the HPC's Signage Guidelines.*

b. 11 West Main Street (Lilly Belle Meads) – Joe Marshall – Awning

Mr. Marshall was present at the meeting. He explained the need for some sort of covering over the sidewalk for outdoor patrons. West Main Street is very windy, and they have tried tables with umbrellas, but it is not sustainable. The proposed awning would be black with no signage on it and would hang underneath the existing roof line.

MOTION: S. Campbell 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.

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*Justification: The proposed awning is compatible with the historic district and the HPC's Design Guidelines.*

**III. Approval of Meeting Minutes**

a. *January 13, 2021 (Regular Meeting)*

MOTION: J. Keefe made a motion to approve the minutes as amended. Second by S. Campbell.

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

**IV. Administrative Matters**

a. Public comment on matters of interest

- i. The HPC discussed the future of both Firemans Park and the new park near Cayuga Creek off of West Main Street. Both parks are within the Local Historic District. The HPC would like to continue to be involved as the documents progress for these projects with the coordinated reviews. M. Meyer to send a reminder to the Village Board that these parks are within the Historic District and the HPC would like to continue to be invited to meetings as in the past.

b. New property issues

- i. 42 Aurora St – *E. Eckert noticed that the northern porch columns are deteriorating and being held up with temporary supports. This property is a Local Historic Landmark, and the porch is one of the building's character defining features. The porch needs to be repaired before it deteriorates further. S. Marshall to contact the property owner.*

c. Ongoing property issues

- i. 5622 Broadway – *When the courts reopen, this property owner will be brought to court.*
- ii. 5500 Broadway (☒♥ Massage) – *S. Marshall to send a new letter to the property owner.*
- iii. 43 Central Ave. – *The storage container has been removed.*
- iv. 77 Central Ave. – *S. Marshall to send a new letter to the property owner explaining that significant progress must be made by May 2021 before court action will be taken.*
- v. 81 Central Ave – *S. Marshall to send a new letter to the property owner explaining that significant progress must be made by May 2021 before court action will be taken.*
- vi. 25 Central Ave – *S. Marshall to send a new letter to the property owner explaining that significant progress must be made by May 2021 before court action will be taken.*
- vii. 5572 Broadway – *S. Marshall to send a new letter to the property owner explaining that significant progress must be made by May 2021 before court action will be taken.*
- viii. 5481 Broadway – *S. Marshall to send a new letter to the property owner explaining that significant progress must be made by May 2021 before court action will be taken.*
- ix. 34 Central Ave (Long Weekend) – *S. Marshall to send a new letter to the property owner.*
- x. 31 Central Ave (Juls and Jane Boutique) – *S. Marshall to send a new letter to the property owner.*

d. Communications/Reports

- i. HPC members have all received the Quarterly NAPC Newsletter in their e-mails.

e. Treasurer's Report

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- i. The HPC's current budget was discussed and the remaining funds for the year. M. Meyer encouraged HPC members to sign up for the NAPC CAMP Training as there is still money available for training and education.
- f. Village Newsletter – *The blurb E. Eckert wrote about the Design Guidelines was not included in the last Village Newsletter. E. Eckert resent the blurb to be included in the next newsletter. S. Campbell noted that this blurb could also be sent to PBN to be included in their newsletter. E. Eckert to reach out to Christiana at PBN.*

**V. Old Business:**

- a. Model Landmarks Preservation Local Law for New York State Municipalities – *M. Meyer reached out to James Finelli from NYS SHPO for his recommendation or support in implementing the Model Code. He will follow up.*
- b. CDC/HPC Historical App – *J. Allein stated that there has been no update on the app.*
- c. NAPC Virtual CAMP Training – March 29 & 31 – *Training available online through NAPC.*

**VI. New Business**

- a. CLG Grant Application 2021 – *The HPC discussed ideas for a 2021 Grant Application. One idea that was discussed was a re-survey of the historic researches within the district. Grant applications are due April 2, 2021.*
- b. CLG Annual Report – *M. Meyer and E. Eckert to coordinate the 2020 CLG Annual Report.*

**VII. Next Meeting: March 10, 2021 @ 7:00pm.** *Per Village Board decision, future meetings will be held virtually for the future.*

**VIII. Adjourn**

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.