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Village of Lancaster  
**Historic Preservation Commission**

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

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**MEETING MINUTES**

January 14, 2026

**I. Attendance/Call to Order**

The meeting was called to order at 6:59PM by Chair M. Meyer. J. Keefe 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>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>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. 5500 Broadway (Into the Wild) – Patrick Morgan – Signage

*Mr. Morgan was in attendance at the meeting. He explained the signage that has previously been installed includes a panel sign above one window and window graphics on the other window. His business is set back behind another business and is obstructed from the right of way. E. Eckert asked if there is any new lighting planned – Mr. Morgan stated that there are two existing solar lights in the plant bed at the front of the business to remain. There was no other discussion.*

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

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

*Justification: This work is compatible with Secretary of Interior's Standards for Rehabilitation Number 9 - New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property.*

b. 20 W. Main Street, Ste 400 (Simply Boba) – Vinh Nguyen – Signage

*Mr. Nguyen was in attendance at the meeting. He explained the planned signage to match the other previously approved signs at this property. The lighting is existing and will not change. S. Campbell asked if he was planning to put anything in the windows as far as graphics or signs. E. Eckert stated that if Mr. Nguyen decides to add window graphics in the future, he can contact her and an amendment can be made to the COA. There was no other discussion.*

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

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

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*Justification: This work is compatible with the Signage Design Guidelines.*

**III. Approval of Meeting Minutes**

a. *December 10, 2025 (Regular Meeting)*

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

MOTION APPROVED: In a vote of five (5) ayes to zero (0) nays. J. Keefe abstained from voting as he wasn't at the last meeting.

**IV. Administrative Matters**

a. Public comment on matters of interest - *none*

b. New property issues - *none*

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. Building Department is monitoring the property and work.*

iv. 5440 Broadway (Depew-Lancaster Boys and Girls Club) – *No update.*

v. 5474 Broadway (Simply Boba) – *M. Fischione is in contact with the business owners. Business owner got approval for signage for new location during tonight's meeting.*

vi. 11 Church Street – *Building Department will issue an appearance ticket for this property.*

vii. 42 Aurora Street – *No update. Building Department is monitoring the property and work.*

viii. 5556 Broadway – *Deteriorating porch that appears to be possibly unsafe.*

ix. 5500 Broadway (Into the Wild) - *Business owner appeared for COA hearing during tonight's meeting.*

x. 11 W. Main Street, Ste 1000 (the 59 Club) - *new signage without COA for business*

d. Communications/Reports

i. Village Board – *S. Campbell went to a Village Board Meeting in December. She updated the HPC on relevant items. J. Kacala to attend one of the Village Board meetings prior to the February HPC meeting.*

ii. Signage Code – *M. Meyer attended committee meeting. A draft was circulated of the proposed amendments to the Village Signage Code. S. Campbell shared her comments on the draft code.*

iii. 2025 CLG Report - *E. Eckert submitted the report on January 5, 2026.*

e. Treasurer's Report – *No update.*

f. Village Newsletter (March) – *The next newsletter will include a blurb about the Local Landmarking process.*

g. HPC administration

i. Training – *4 hours + VOL Sexual Harassment Training due at the end of 2026.*

*E. Eckert has not received training worksheets from J. Budzinski, C. Chaves Yates or J. Kacala for 2025.*

1. Sexual Harassment Prevention Training

2. National Association of Preservation Commissions (NAPCommissions.org)

**V. Old Business**

a. HPC Informational Mailing - *No update.*

b. Joint Updated Comprehensive Plan – *Hearing was held by the Village Board in December. The plan was accepted.*

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**VI. New Business**

- a. Historic District Street Signs – *Trustee Mikoley suggested that the HPC look into delineating the Historic District via street signs to help identify which properties are in the district. The HPC has expressed concerns that many people have come for COAs after being cited by Code Enforcement and stated that they did not know their property was within the district. S. Campbell mapped out the street signs that may be affected. M. Meyer to share findings and suggestions with Trustee Mikoley. The HPC discussed whether or not a CLG grant may pay for the signs.*

**VII. Next Meeting: February 11, 2026 @ 7:00pm.**

**VIII. Adjourn (7:35pm)**

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.

DRAFT