

Village of Lancaster  
Historic Preservation Commission  
Municipal Building  
Lancaster, New York

Meeting Minutes – September 9, 2020

I.) Attendance/ Call to Order

- The meeting was called to order at 7:00pm by chair Sherry Campbell.
- Sherry Campbell and sheled the Historic Preservation Commission in the Pledge of Allegiance.
- Board Members:
  - S. Campbell (Chair) – present
  - J. Kacala – present
  - J. Keefe – present
  - M. Meyer – present
  - E. Mikula – excused
  - C. Chaves Yates – present
  - E. Eckert – excused
  - M. Russ – excused
  - J. Allein liason – present
  - S. Marshall – excused
- 5 voting members present and a quorum existed.

II.) Public Hearings

- a.) 5600 Broadway – Vincent and Cassandra Marino
  - They were present at the meeting and explained their plans to join as a breezeway, two (2) buildings on the property.
  - M. Meyer moved to approve and seconded by J. Kacala; motion approved unanimously.
  - Justification: the improvements are compatible with the standards of the of the Historic Preservation Commission.
- b.) 1 West Main Street (Bloomsbury Lane Toy Shoppe) – Crystal Newman
  - Crystal Newman was present and is requesting approval for new signs on the front and sides of the building. It is a dibond material with a white background.
  - Both signs will be 8' x 3'. Lighting on West Main and Central to be either small contemporary or gooseneck and applicant will submit lighting plans to the board for approval.
  - Motion to approve Signage by C. Chaves Yates and seconded by M. Meyer; motion approved unanimously.
  - Justification: proposed signage meets the standards of the Historic Preservation Commission.
- c.) 10 Aurora Street (Whole Fitness and Wellness) –Kelly Williams
  - Andy Williams appeared for the applicant.
  - He explained that exterior of the building would be a gray color and this will differentiate it from the Save-A-Lot building exterior
  - S. Campbell moved to approve and seconded by J. Keefe, motion approved unanimously.
  - Justification: the improvements are compatible with the standards and guidelines of the Historic Preservation Commission.

- d.) 15-40 West Main Street (Phase II) – Tom Sweeney – New Construction
- Tom Sweeney was present and made a presentation for Phase II of his project. He discussed the windows in the rear portion and all windows below the 3<sup>rd</sup> floor will be square and did accent the 3<sup>rd</sup> floor with arch windows. Also the hallway area will have 8 windows on each platform and end. He will consider additional windows in the stairwell.
  - He then reviewed the lower portion of the parking garage, which will be covered by a siding material, i.e. Cement fiber gray panels along the bottom, the exits, entrance from the garage, and west side door.
  - Motion to approve Phase II per the Certificate of Appropriateness Application by S. Campbell and seconded by C. Chavez Yates; motion approved unanimously.
  - Justification: all architectural features of this new construction are compatible with the standards of the Historic Preservation Commission.

- III.) Approval of Minutes of 8/12/202 Meeting
- Meeting has one minor correction noted motion by M. Meyer, seconded by S. Campbell to approve; motion approved unanimously.

- IV.) Administrative Matters
- a.) No public comments on matters of interest.
  - b.) No new property issues.
  - c.) Ongoing property issues:
    - No update since code enforcement officer was not present.
  - d.) Communications and Reports: NONE
  - e.) Treasurer's Report – NONE
  - f.) Village Newsletter:
    - E. Eckert submitted it to the Village for print.

- V.) Old Business
- a.) Model Law
    - Completed and to be submitted to the mayor and board.
  - b.) CLG Grant 2019
    - Designs and guidelines waiting for C. Brown final draft.
  - c.) Training
    - All passed time and there is a presentation by Buffalo Niagara.com online(free seminar)
  - d.) Roundabouts Project
    - None.

- VI.) New Business
- a.) Board reviewed the draft of a letter to businesses regarding Violation Issues.
    - It was agreed that it would be amended to open on a positive tone and advise regarding the approval process for Certificate of Appropriateness.

- b.) J. Allein and T. Sweeney for the C.D.C.
  - C.D.C. wants to collaborate on a walking tour project with the Historic Preservation Commission. It would be self guided on an APP and would require a historical analysis of properties.
- c.) Comment by S. Campbell that she could not find any documentation that St. Joseph Street was in the historical district.
- d.) The chair also introduced Nancy Stonebreaker who is interested in joining the board as an alternate and she will submit a resume.
  - Motioned by S. Campbell and Seconded by C. Chaves Yates, and approved.

VII.) Next Board Meeting October 14, 2020 at 7:00pm.

VIII.) Meeting Adjourned at 8:15pm by motion of M. Meyer, seconded by S. Campbell, and affirmed.

Joseph W. Keefe, Acting Secretary