
OFFICIAL MEETING MINUTES-PLANNING COMMISSION

Present: James Allein, Chairman
Linda Parzynski, Vice-Chairperson
Richard Bulman
Mark Grucella
Mary Refermat
Mary Kless
Jeffrey H. Simme, Code Enforcement Officer

Absent: Robert Deutschlander
Neil Connelly
Michelle Czech
Jeffrey Stribing, Community Development Director

Meeting was called to order at 7:04 p.m. by Chairman Allein in the Council Chambers of the Lancaster Municipal Building, 5423 Broadway, Lancaster, New York.

Mary Refermat led the Pledge of Allegiance.

Motion made by **Richard Bulman** and seconded by **Mary Refermat** to accept the minutes from the February 10, 2011.

Ayes: J. Allein, R. Bulman, M. Grucella, M. Refermat, M. Kless
Nays: None Linda Parzynski abstained
Motion Carried (5-0)

Discussion to amend Chapter 92

Grace Miller was in attendance to explain the Historic Preservation Commission proposal for a time limit of one year for a Certificate of Appropriateness. Currently a C of A is necessary for exterior changes on homes/buildings in the district. Some work does not require a building permit but would need Historic Commission approval. Permits and C of A would both expire in a timely manner. The proposal coincides with the model law for historic districts. No fee is paid for this review. Concerns that were brought up included projects that were refused, hardship application procedure, the time length involved in process and the fact that some projects do need more time to get required materials. Grace Miller then explained that the C of A is good until the building permit is issued and that once a building permit is issued that no renewal of a C of A is necessary. At that time the process is complete. This explanation was the missing information needed to move the process forward and explained that rulings are appealable to the ZBA in chapter 92 section 12.

Motion made by **Richard Bulman** and seconded by **Linda Parzynski** for Jeffrey H. Simme to work on rewording of proposed expiration of Certificate of Appropriateness for approval by the Planning Commission.

Ayes: J. Allein, L. Parzynski, R. Bulman, M. Grucella, M. Refermat, M. Kless
Nays: None
Motion Carried (6-0)

Revisit Key Bank Site Plan

Concern over the 6' high concrete wall has been raised concerning the distance to the neighbors' garage for firefighting service as well as appearance. The wall is on the property line therefore trees or shrubs

could not be added to neighbors' side. At this time the neighbor has not made any comments and may not be aware of the project.

Motion made by **Richard Bulman** and seconded by **Mary Kless** to drop the height of the wall to 4' and to move the wall off of the property line according to the Building Departments' recommendation.

Ayes: J. Allein, L. Parzynski, R. Bulman, M. Grucella, M. Refermat, M. Kless

Nays: None

Motion Carried (6-0)

Motion made by **Mark Grucella** and seconded by **Linda Parzynski** at 8:10 p.m. to adjourn the meeting.

Ayes: J. Allein, L. Parzynski, R. Bulman, M. Grucella, M. Refermat, M. Kless

Nays: None

Motion Carried (6-0)

Respectfully submitted,



Cynthia A. Maciejewski

Secretary to the Planning Commission

cc: Village Board of Trustees

Planning Commission Members

Jeffrey Stribing, Community Development Director