

Lancaster Historic District
Lancaster, New York

MEETING MINUTES
September 20, 2006

1. Attendance / Call to Order

The meeting was called to order at 7:45 p.m. by acting Chairman Meyer.

Roll Call:

James Keysa, Chair	excused
Jean Brunea	present
Joseph Giallanza	present
William Harnack	present
Michael Meyer	present
Jan Pecqueur	present
Tina Preston	present
Jeffrey Stribing, Village Liaison	excused
Jeffrey Simme, Town Bldg. Ins.	excused

Roll call indicated that six (6) board members were present and a quorum existed. Board member Michael Meyer agreed to serve as acting Chairman in James Keysa's absence.

2. Hearings

The board discussed the review process and agreed some changes needed to be implemented. Board members present unanimously agreed that hearings would be held for the sole purpose of information gathering and decisions would be rendered on the applications following the hearings. Applicants will then be notified via certified letter.

There were four hearings scheduled.

a) 5476 Broadway / P. Bumbalo – Signage.

A motion was made by Giallanza to approve the application as submitted, seconded by Brunea.

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

ACTION: To accept the proposal as presented.

b) Property located on Aurora to be purchased by John Loecher – demolition of structure.

Action was tabled due to no formal application filed for review. The board unanimously agreed for the record to strongly oppose any demolition of the property as stated in the correspondence sent by Mr. Loecher.

c) 5600 Broadway / Cassandra Marino – signage

A design was presented to the board for review. A motion was made by Pecquerer to approve the application for construction of a wooden sign as presented with gooseneck ground lights only. Seconded by Giallanza.

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

ACTION: To accept the proposal as amended.

5600 Broadway – Cassandra Marino – construction of carriage house

Architectural plan of the structure was presented to the board for review. Marino noted that a building variance is necessary for the construction of the proposed structure. The board recommended Marino contact the Building Inspectors Office to schedule an appearance at the next meeting of the Planning Board to receive approval for the variance.

ACTION: Once approval of the variance has been given the board agreed to act quickly with review of the plans and render a decision within one week of submission of approval of the variance to Keysa.

d) 5443 Broadway – Installation of windows and fence installation, porch installation

A motion was made by Pecquerer to approve the application for window replacement as requested. Seconded by Giallanza.

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

ACTION: To accept the proposal as submitted for windows only and request a re-submission of the application be presented once details regarding the fence and the porch have been decided by the applicant.

Meeting Minutes – August 9, 2006

A motion was made by Pecqueur to accept the August 9, 2006 Board Meeting Minutes as submitted. Seconded by Brunea.

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

ACTION: Received and filed. A copy of minutes will be provided to the Lancaster Village Clerk.

Treasurer's Report

A motion was made by Harnack to accept the Treasurers Report as submitted. Seconded by Giallanza.

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

ACTION: Received and filed.

Payment of Artists

A motion was made by Brunea to approve payment to artists who provided artwork for the book as soon as possible. Seconded by Pecqueur.

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

ACTION: Request Keysa prepare vouchers for payment to the artists immediately.

3. Old Business

- a) Trees on Broadway - Meyer referred to a letter received from J. Stribing noting a request issued to the DOT for replacement of the dead trees.
- b) Rite-Aid Store – Construction underway.
- c) Rotary Park – Dedicated on 9/15/06.
- d) CBD – Final draft of the legislative guidelines are available.
- e) Book – A meeting to review text will be held by the book committee on 9/25/06. There was much discussion on the need to finalize the book as soon as possible to make it available for the Village Christmas Walk on November 11.

A motion was made by Giallanza to instruct J. Keysa to do whatever is necessary to get the book available for the November 11th Christmas Walk.

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

ACTION: Preston inform J. Keysa of the motion by the board and for the Book Committee members to assist in the facilitation of the request.

- f) Review of building Code Violations – A response to the letter sent to J. Simme regarding violations was presented to the board and discussed. Harnack again stressed the need to address the pockets of blight including Frosties.

A motion was made by Giallanza to request J. Keysa to schedule a joint meeting with the Village Board to discuss the properties noted in the correspondences to J. Simme and the pockets of blight beginning to appear throughout the Village.

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

ACTION: Preston inform J. Keysa to the motion by the board.

- g) 8 Clark Street – Brunea informed the board that the potential buyer was not be able to invest the funding to make the necessary repairs to the property. The status of the property is now in question.
- h) Christmas Party – Scheduled for Tuesday, December 12, 2006 at 6:30 at the Old Orchard Inn.

4. New Business

- a) Letter from Preston to Keysa – The board discussed the content of the letter and it was agreed a form letter would be created to be used in standard correspondences to J. Simme. The need for a map with property addresses also needs to be secured for use during meetings.
- b) Awning on W. Main St. – Board members noted the disrepair of the awning.
- c) Current Board Members – Giallanza informed the board that he will be out of town for the October and November board meetings and would be stepping down as a board member in the near future. As a result a replacement needs to be identified.

ACTION: Board members will provide recommendations of candidates for the next meeting. A search committee will be formed if necessary.

5. Correspondences

There was none other than previously noted from J. Loecher, J. Stribing and J. Simme.

6. Upcoming Meetings

Wednesday, October 11, 2006 – Board Meeting
Wednesday, November 8, 2006 – Board Meeting
Wednesday, December 13, 2006 – Board Meeting

7. Adjourn

A motion was made by Harnack to adjourn the meeting, seconded by Meyer. The meeting was adjourned at 9:40 p.m.

MOTION APPROVED: In a vote of six (6) to zero (0). Carried
ACTION: none