

Lancaster, New York

**MEETING MINUTES**

**Joint Planning Board and Historic Preservation Commission Meeting  
Re: Preliminary West Main Street Restoration Plans**

March 10, 2010

**I. Attendance / Call to Order**

**Historic Preservation Board:**

Brunea, J.	<u>exc.</u>
Harnack, W., V. Chair	<u>x</u>
Meyer, M., Chair	<u>x</u>
Pecqueur, J.,	<u>exc.</u>
Preston, T.	<u>7:39</u>
Miller, G., Secretary	<u>x</u>

Alternates:

1. Kwiatek, R.	<u>exc.</u>
2. Hassett, J.	<u>exc.</u>

**Planning Board:**

Allein, J., Chair	<u>x</u>
Parzynski, L., V. Chair	<u>x</u>
Bulman, R.	<u>—</u>
Refermat, M.	<u>x</u>
Deutschlander, R.	<u>x</u>
Connelly, N.	<u>—</u>
Grucella, M.	<u>x</u>

Alternates:

1. Kless, M.	<u>—</u>
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Secretary: Maciejewski, C.	<u>x</u>
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**Also in attendance:**

Simme, J.	<u>—</u>	(Bldg. Dept.)
Stribing, J.	<u>x</u>	(Village Bd. Liaison)

Roll call indicated that three (3) Historic Preservation members were present and a quorum did not exist. Discussion of the signage code revision with the Planning Board members proceeded. A fourth Historic Preservation Commission member arrived at 7:39, and the meeting was called to order by Chairman Meyer at 7:55.

**II. Signage Code discussion**

Signs must be compatible to the area itself; therefore both commissions agree that trailer signs in the business district are not appropriate. A-frame signs are appropriate and need to be changeable to be useful. The Clarence sign code is considered a useful model. A-frames should not be limited to once a year with 45 day pre-permitting period required, but no time limit could lead to a cluttered look. Limiting size of signs to 8 ft square per side and allowing one per business, to be taken indoors outside of business hours, should reduce clutter. A-frame signs would not be counted against permanent sign limits. Placement would need to be in compliance with ADA and other code requirements. Prior review of content of A-frame signs was considered, but this was deemed unnecessary and impractical since the content is likely to be changed weekly, and if a problem did occur it could easily be addressed at that time. An annual permit would be required. The materials could be limited to durable wood, wood composite product or wrought iron. A standard, customizable A-frame sign could be furnished by the village in the future.

**ACTION:** Miller will prepare a draft temporary sign regulation for review, incorporating the points agreed on by the Historic Preservation and Planning Commissions, and utilizing the Clarence Code as a model. The draft will be forwarded to the members of both commissions

Lancaster, New York

as well as the building department and the village attorney.

Planning Commission members left at the conclusion of this discussion.

**III. Public Hearings:**

- A. **8:15 - 50 Central Ave (Eddie Ryan's) / Façade / Stribing**  
Postponed due to lack of a quorum (Meyer abstaining)

**IV. Approval of meeting minutes: February 10, 2010**

MOTION: Meyer: To accept minutes from February 10, 2010. Seconded by Preston.

MOTION APPROVED: In a vote of four (4) to zero (0). Carried.

**V. Administrative Matters**

**A.) Communications/Reports:**

1. Meeting Report: 2-18-10 West Main Street Joint Meeting
2. Budget: Miller consulted with the Planning Commission about joint purchase of a powerpoint projector, and found that a projector can be borrowed from the school district, but perhaps the village itself should purchase its own.

**B.) Public Comment on Matters of Interest:**

**1. Properties to Watch:**

- a) **71 Central Update:** Stribing: Still no news
2. **EB Green Building:** 5490 Broadway: A meeting with owner is still pending.
3. **Rats:** Preston has seen on her property and Miller has seen on Clark street. Totes may eventually be required.

**VI. Old Business**

1. **CLG Grant balance use:** Awaiting SHPO approval to use funds. Must be used by Sept. 30<sup>th</sup>. The amount is not sufficient for the NR nomination of the district, so members should consider which properties should be surveyed outside district.
2. **Resource Directory / Library Display:** Miller: Has been approved by Village Board and Library Board of Trustees, and will move forward. Preston will provide lead safety resources.
3. **Newsletter:** 485 copies were distributed, including village officials and all Historic District residents (including Lancaster Towers residents) as well as non-resident property owners. Another edition is tentatively scheduled for the fall, once the façade work is complete. Miller will forward electronic copies of newsletter and map to Harnack to be posted on LancasterPast website.

4. **Facade Program Update:** Stribing: Still connecting owners with more contractors.
5. **Book Sale:** Miller: Spoke to Scarlet's, but not aware if any copies were purchased.
6. **Preserve America Community Designation:** Miller: Village Board resolution to be considered; application draft still in progress.
7. **Opera House 2010 event:** Miller: Opera House is secured, speakers are booked, local restaurants have been approached regarding attendee discounts, info/registration website is live, Community sign at Broadway and Central is booked, promotion is underway.
8. **Landmark Society of WNY conference in Palmyra, NY:** April 24<sup>th</sup> 2010, register soon.

#### **VII. New Business**

1. **Preservation Buffalo Niagara Workshop and Lecture series:** Free, various topics, dates, and locations in the Buffalo area. Registration is required.

#### **VIII. Correspondence/Articles:**

Maher. Boyd. "What I wish Historic District Commissions in Arkansas knew about enforcement." The Alliance Review, National Alliance of Preservation Commissions, Nov/Dec 2004. p. 17-20.

NAPC. "Signage guidelines for Historic Districts: Essential elements." The Alliance Review, National Alliance of Preservation Commissions, March/April 2005.

Adams, Raoul. "How local commissions and sign companies can get together." The Alliance Review, National Alliance of Preservation Commissions, March/April 2005. p. 15.

#### **IX. Next Meetings:**

April 14, 2009

May 12, 2010

June 9, 2010

#### **X. Adjourn:**

MOTION: Harnack: To adjourn at 8:53 P.M. Seconded by Meyer.

MOTION APPROVED: In a vote of four (4) to zero (0). Carried.

Respectfully submitted,

Grace M. Miller, Secretary and Board Member



Lancaster, New York

**B.) Public Comment on Matters of Interest:****A. Properties to Watch:**

- a. **71 Central:** After a breakdown in negotiations a purchase agreement has finally been reached for a computer store to obtain the property. Stribing will get in touch with the new owner's attorney about design guidelines and historic district requirements.

- B. VOTE (anti-dissolution group):** The group is continuing to hold meetings and gather information; also coordinating with other villages facing dissolution.

**IV. Old Business**

1. **CLG Grant balance use:** Awaiting approval from SHPO: board should consider possible properties for the 60 additional surveys that may be available.
2. **Town/Village signage code revision:** Harnack noted several suggestions for the draft code, including specifying the material from which they may be constructed and more detailed dimensions. The removal of the windforce requirement as unmeasurable was also suggested. The usefulness/purpose of requiring an annual permit was also discussed and there was further discussion of standardized, village-provided signs that could be offered to (but not required of) businesses. On the topic of enforcement, it was noted that Dan Rinow is the new acting judge. A meeting with the Mayor, justices, building dept., etc. regarding code enforcement was suggested.
3. **Resource Directory / Library Display:** Miller: Approved by both parties: materials are being prepared. Harnack provided back issues of Preservation Magazine, Preston will provide lead safety materials, and Kwiatek will provide product brochures.
4. **Façade Program Update:** Stribing: New York Store improvements are getting a positive response. Several properties are ready to come before the Financial Review Committee, a few are getting higher prices than expected, and a few are still waiting to get prices, and one is facing difficulties with a business partner that may result in the property not participating.
5. **Preserve America Community Designation:** Miller: Application draft still in progress.
6. **Opera House Event:** Preston: Girl Scouts will sell books and have information about the Bowen Rd. School House improvements and plans. Hassett is lead certified and will have a table; Miller will seek other local certified contractors as well, and may seek Historical Society and Hull House participation as well. Harnack delivered the village historic postcard collection so that Miller can scan in a selection for a display; Miller will return the collection to the clerk afterwards.

**IV. New Business**

- A. Newsletter:** Harnack will work with Miller to revive the Lancaster Legend as the newsletter for the Fall issue and subsequent issues. The Legend has been published out of the office of the Village Historian, previously in conjunction with the Lancaster

Lancaster Historic Preservation Commission  
Lancaster, New York  
Historical Society, but not for the past several years.

3

**VI. Correspondence/Articles:** none

**VII. Next Meetings:**

March 10, 2010    April 14, 2009            May 12, 2010

**VIII. Adjourn:**

MOTION: Miller: To adjourn at 8:52. Seconded by Preston.

MOTION APPROVED: In a vote of five (5) to zero (0). Carried.

Respectfully submitted,

Grace M. Miller, Secretary and Board Member