

**MEETING MINUTES:**  
Wednesday, September 12, 2012

**I. Attendance / Call to Order**

The meeting was called to order at 7:35PM by Chairman Meyer

		<u>Alternates:</u>	
Campbell, S.	<u>  x  </u>	1. Kwiatek, R.	<u>  exc.  </u>
Harnack, W. Vice Chair	<u>  x  </u>	2. Hassett, J.	<u>  exc.  </u>
Meyer, M., Chair	<u>  x  </u>		
McNichol, S.	<u>  x  </u>		
		Stribing, J.	<u>  x  </u> (Vill. Bd. Liaison)
		McNichol, R.	<u>  x  </u> (Vill. CEO)

Roll call indicated that four (4) members were present and a quorum of four (4) existed.

**II. Public Hearings:**

**A. 5448 Broadway (Trinity Church)/ Donald White (Contr.) / Lift Enclosure**

Donald White (Petitioner) was present.

The Commission reviewed the application previously submitted. Discussion: Harnack expressed concern not being able to visualize the end product based on drawings submitted (not to scale; questionable proportions & unverified measurements). Campbell was concerned about the color of brick being proposed. White to obtain a brick card for matching purposes; Campbell & McNichol to review. Meyer concerned regarding enclosure height, roof pitch, and proportion.

MOTION: Meyer: To table upon re-submission of brick sample and revised drawings to scale. Seconded by Harnack.

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

**B. 14 Church St. / Oneida Fence Inc. (Contr.) for Irina Daly / New Fence**

Irina Daly gave the presentation. New white vinyl solid fence ("Lexington") proposed for rear and side yards. Photos of similar installations within the District were presented. Ms. Daly also presented representative photos of deteriorating conditions within the neighborhood.

Discussion: Harnack expressed concern for the installation being within code and for harmony within the (his) neighborhood.

MOTION: Harnack: To approve with condition that a senior code enforcement official oversee the installation. Seconded by Meyer.

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

JUSTIFICATION: No adverse effect; compatible with the Historic District.

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### III. Approval of meeting minutes:

#### August 8, 2012 (Regular Meeting)

MOTION: Campbell: To approve meeting minutes. Seconded by McNichol.

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

#### August 22, 2012 (Special Meeting)

MOTION: Harnack: To amend the meeting minutes regarding the results of the vote from "SPLIT – NO DECISION" to "**SPLIT-NOT APPROVED**"

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

MOTION: Meyer: To approve the meeting minutes as amended. Seconded by Harnack.

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

### IV. Administrative Matters

#### A. Public Comment on Matters of Interest:

##### 1.) New property issues:

- a. 10 Church St.: Property Maintenance Code
- b. 20 Church St.: Property Maintenance Code
- c. 31 Central Ave.: Stribing asked about re-painting of an existing "ghost sign" on the building. Meyer to review Preservation Briefs and advise.

##### 2.) Ongoing Property issues:

- a. 25 Central: Sign & awning; Property Maintenance Code.
- b. 5346 Broadway (Wally's): Replacement not in-kind; no CoA.
- c. 5437 Broadway (Moose): siding repairs; Property Maintenance Code.
- d. 5511 Broadway (Konst Office): Roof deterioration; Property Maint. Code

#### B. Communications/Reports:

- 1.) Receive & File: Letter from OPRHP regarding cancellation of 2011 CLG Grant.
- 2.) Issued a letter as requested from HPC to Town of Lancaster (Petitioner) regarding the outcome of the CoA vote (demolition of 16 School St.) held at the Special Meeting on 8/22/12.
- 3.) Receive & File: Email notification of NAPC membership renewal.
- 4.) Receive & File: Notification of "Preservation +" conference in Buffalo 9/24-9/28.

#### C. Treasurer's Report: none.

**V. Old Business: (New information in bold.)**

- A. **CLG funding:** September deadline; Extension not an option as stated in award letter from State. Village claims an executed contract was never attached with the letter. Both Village and State reviewing; Meyer states an extension is necessary at this point.  
*Grant has been cancelled by OPRHP. Item closed.*
- B. **W. Main St.:** J. Stribing: *Demolition documents are proceeding.*
- C. **Erie County Façade Improvement Program:** J. Stribing; *4 property owners have expressed interest; an interested 5<sup>th</sup> owner will trigger beginning design work. The HPC will review proposed designs as part of the approval process.*
- D. **Application for Local Landmark Designation – 84 Elm Place:** Initial conversation with Ed Carlsen and Will Harnack. S. McNichol to forward contact info to M. Meyer for follow-up.  
*Meyer has received contact info and will follow up.*
- E. **Grace Miller – token of appreciation:** S. McNichol to purchase gift card.  
*Card was purchased; individuals owe \$10 each to McNichol. Item closed.*
- F. **Commission Stipends:** *J. Stribing to review with Village Clerk/Treasurer.*

**VI. New Business:**

- A. **Lancaster Presbyterian Church:** No one from the Church was present to discuss their approach to spindle reconstruction/restoration.
- B. **Secretary Candidate:** Heidi Delnuovo was present and was interviewed for the position of Commission Secretary. Ms. Delnuovo after observing the meeting stated she was interested in serving as secretary.  
MOTION: Harnack: To recommend to the Village Board the hiring Ms. Delnuovo as Commission Secretary. Seconded by McNichol.  
MOTION APPROVED: In a vote of four (4) to zero (0). Carried.
- C. **Code Enforcement Official:** Ryan McNichol was introduced as a new part-time CEO working for the Village. Mr. McNichol expressed an interest in working with the HPC and with the Planning Board.

**VI. Next Meeting:**

October 10, 2012

**VII. Adjourn:** At 8:42 PM.

Respectfully submitted,  
M. Meyer, Chair