

Village of Lancaster
Historic Preservation Commission
Municipal Building, Lancaster NY

MEETING MINUTES
February 11, 2015

I. Attendance/Call to Order

The meeting was called to order at 7:00 PM by Chairman Meyer.

Board Members

Allein, J.	<u>X</u>
Campbell, S. (Vice Chair)	<u>X</u>
Keefe, J.	<u>X</u>
McNichol, S.	<u>7:05pm</u>
Meyer, M. (Chair)	<u>X</u>
Mikula, E.	<u>X</u>

Secretary

Eckert, E.	<u>X</u>
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Liasons

McNichol, R. (Code Enf.)	<u>exc.</u>
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Roll call indicated that five (5) voting members were present and a quorum existed.

II. Public Hearings:

a. *No report*

III. Approval of Meeting Minutes

a. *January 14, 2015 (Regular Meeting)* J. Allein proposed a correction in the minutes –VI. New Business - c. Town of Lancaster (21 Central Ave.) the minutes should read – “J. Allein informed the HPC that a Town of Lancaster employee informed him that they intend to put a drop box for tax collections on the Clark St. side of the older addition to the Historic building.”

MOTION: E. Mikula moved to approve the minutes as corrected. Second by M. Meyer.

MOTION APPROVED: In a vote of five (5) ayes to zero (0) nays. (S. McNichol had not arrived yet)

IV. Administrative Matters:

a. Public comment on matters of interest

- i. Frank Maddock (43 Wren Ave.) proposed that the HPC pursue a new sign on Broadway at the East boundary of the Village to match the existing signs welcoming drivers into the Village of Lancaster that exist on Central Ave. and on Broadway at the West boundary. The HPC will need to research to find funding for the sign as well as figure out where the sign could be placed due to the lack of space at that spot on the side of the road.

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- ii. Tom McGuire (resident) had several points of concern and questions to ask the Board regarding HPC procedures and typical decision made by the Board. Mr. McGuire had some concerns about replacing a railing at his father's house that is located within the Historic District. He also was interested in what the benefits were to a property owner within the Historic District. M. Meyer stated that a railing replacement would need to be approved for a CoA through the HPC. S. McNichol stated that the HPC makes their decisions based on appearance within the Historic District and that the HPC tries to work with homeowners to create solutions that will work for them as well as that will enhance the appearance of the Historic District. S. Campbell stated that the HPC also uses the Secretary of the Interior's Standards to help the board make decisions.
- b. New property issues:
- i. 5478 Broadway – Furry Friends Holistic Pet Spa – S. McNichol stated concerns about the lit sign in the storefront of the business.
 - ii. 25? Central Ave. – J. Keefe restated ongoing concerns about a tree house that has been built in the backyard of a property in the Historic District. M. Meyer will contact Code Enf. R. McNichol about the structure.
- c. Ongoing property issues
- i. 1 Central Ave. (former Sunoco Station): *No update.*
 - ii. 5346 Broadway (Wally's Auto Shop): *No update*
 - iii. 40 Clark St.(Lancaster Historical Society and Museum): *Update – M. Meyer has sent a letter voicing the HPC's concerns about the condition of the building and lack of upkeep by the Town of Lancaster.*
 - iv. 90 Central Ave. (Lancaster Antique Mall): *Update – Code Enforcement has been in contact with the owner – who will be moving the temporary sign when the snow melts. He has informed them of the need to apply for a permit as well as have it approved by the HPC.*
 - v. 11 West Main St. (Goomba's Boxing Club): *Update – Code Enforcement as well as HPC and CDC member J. Allein have approached the owner about his signage. The owner is informed of the channels he must go through to install a permanent sign.*
 - vi. 32 Central Ave. (Angel Hair Shoppe): *Update – Business owner was not in attendance, nor did she apply for a CoA regarding the window signage at her business.*
- d. Communications/Reports
- i. Chairman M. Meyer has submitted the 2014 CLG Report on time.
 - ii. 1st Annual Village & Town Hall Meeting – Tuesday February 17 – The HPC is invited to attend this meeting with Town and Village officials to speak with these officials or voice any concerns.

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- iii. National Main Streets Conference, Atlanta GA – M. Meyer will pass along the information for anyone who is interested in attending this or any other conferences in 2015.
- iv. The HPC has received its hardcopy of the Alliance Review publication. All the members should've received theirs via e-mail or US Mail.
- e. Treasurer's Report
 - i. Clerk-Treasurer M. Stegmeier has requested the HPC make budget requests for the 2015-2016 fiscal year. M. Meyer has requested the same total budget amount of \$3150 as the 2014-2015 FY, though changing the amounts of specific line items.

V. Old Business:

- a. Window Signage Regulations in the Village Code: *Update – Village Attorney A. Herdzik was in attendance at the meeting. A. Herdzik advised the HPC that the signage regulations were updated in the Village Code recently and that no matter what these restrictions are; the HPC has discretion over the signage in the Historic District. The HPC decided to not amend the code, but to enforce the 30% window coverage rule of thumb as a Board on a case by case basis.*
- b. Temporary Signage Regulations in the Village Code: *Update – Village Attorney A. Herdzik was in attendance at the meeting. A. Herdzik recommended an addition to Section 184-4 further defining “exterior windows (including the application of paint or other opaque covering)”. The Village Board will vote on the amendment in their next meeting.*
- c. Historic Preservation Commission – Requirements for submission of CoA applications: *Update – The Village Board approved an ammendment to Section 184-6(C) of the Village Code on their Feb. 9, 2015 meeting to read: “At regularly scheduled meetings of the Commission, the Commission shall consider those applications for a certificate of appropriateness which have been submitted to the Village Clerk not later than 2 weeks prior to said regularly scheduled meeting. Within 30 days of said regularly scheduled meeting the Commission shall approve, deny or approve with modifications each application considered. Within 30 days of said regularly scheduled meeting the Commission may hold a public hearing on the application at which an opportunity will be provided for proponents and opponents of the application to present their views.”*
- d. Historic Preservation Commission – Public Education and Information: *Update – Secretary E. Eckert has rewritten the directions for the CoA Application and after review by the HPC members, it will be posted to the Village website (lancastervillage.org) as well as distributed to the Village Clerk's Office and the Building Department.*
- e. West Main St. Improvement: *Update – J. Allein updated the HPC on the status of the project from his knowledge from involvement with the Community Development Corporation.*

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VI. New Business:

- a.** New HPC Member – Dr. Ronald Batt: *Update- Dr. Batt is interested in returning to the HPC. M. Meyer will draft a letter to the Village Board to confirm Dr. Batt as the seventh member of the HPC. Dr. Batt was confirmed at the Village Board meeting on 2/23/15*

VII. Next Meeting: March 11, 2015 @ 7:00pm

VIII. Adjourn

MOTION: E. Mikula moved to adjourn the meeting. Second by J. Keefe.

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