

**Village of Lancaster**  
**Historic Preservation Commission**  
Municipal Building, Lancaster NY

**MEETING MINUTES**  
**January 11, 2017**

**I. Attendance/Call to Order**

The meeting was called to order at 7:01 PM by Chairman Meyer.

*Board Members*

Allein, J.	<u>X</u>
Batt, R.	<u>exc.</u>
Campbell, S. (Vice Chair)	<u>X</u>
Keefe, J.	<u>X</u>
McNichol, S.	<u>X</u>
Meyer, M. (Chair)	<u>X</u>
Mikula, E.	<u>X</u>

*Code Enforcement Officer*

Marshall, S.	<u>exc.</u>
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*Secretary*

Eckert, E.	<u>X</u>
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Town of Lancaster Code Enforcement Official Matt Fischione was also present at the meeting.

Roll call indicated that six (6) voting members were present and a quorum existed.

**II. Public Hearings:**

a. *5600 Broadway.– Paul Bumbalo (Paul T. Bumbalo Law Office) – Signage*

Mr. Bumbalo was present at the meeting. He explained that his office is moving from its current location (5476 Broadway) to 5600 Broadway. He plans to reinstall the sign at his former office to the existing freestanding sign at the new office. The sign is wood and no lighting will be necessary.

MOTION: J. Keefe motioned to approve the CoA as presented. Second by S. Campbell.

MOTION APPROVED: In a vote of five (5) ayes to zero (0) nays. S. McNichol abstained from voting due to an ongoing legal proceeding.

*Justification: The proposed signage is compatible with the aesthetic of the historic district.*

b. *11 West Main St. – Allison Lawson (Lancaster Family YMCA) – Signage*

Ms. Lawson was not present at the meeting. Due to the lack of information included in the COA Application, the commission decided to table the hearing.

MOTION: M. Meyer motioned to table the COA to a future meeting. Second by S. McNichol.

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

**III. Approval of Meeting Minutes**

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a. *November 9, 2016 (Regular Meeting)*

MOTION: E. Mikula moved to approve the minutes as submitted. Second by S. Campbell.

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

**IV. Administrative Matters:**

a. Public comment on matters of interest

i. Matt Fischione, Code Enforcement Officer Town of Lancaster was present at the meeting and updated the commission on a few properties in the historic district:

- *5472 Broadway* – The HPC previously approved a COA for the replacement of a porch on the back of this building. After communicating with the owner, the posts that were installed, which were different than those approved, will be replaced with a more appropriate post. Code Enforcement will be in contact with the owner and the HPC if other issues arise.
- *Historical Society Building (40 Clark St.)* – The Town of Lancaster will be applying for a COA in order to make emergency repairs on the porch. Temporary fixes will be made while the Town secures funds to do the necessary roof and porch repairs properly.

b. New property issues

c. Ongoing property issues

- i. *5513 Broadway (Formerly Memory's Restaurant)* – *No update*
- ii. *4 West Main St. (Carson's Jewelers)* – *No update*
- iii. *5622 Broadway* – *No update*

d. Communications/Reports

i. *NAPC The Alliance Review – Fall 2016 – E. Eckert and the Clerk's Office have renewed the HPCs membership for 2017.*

e. Treasurer's Report

**V. Old Business:**

a. *HPC CoA Application fee – The COA Application fee of \$25 has been instated as of the December 2016 HPC Meeting. The Clerk-Treasurer's Office has been collecting the fee and the COA Application has been updated to include the fee.*

b. *West Main Street Acknowledgement – Businesses and Property Owners have received their Resolutions for their part in making West Main Street more attractive for the community.*

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**VI. New Business**

- a. Website – *E. Eckert is working on putting up past minutes and new agendas onto the HPC website.*
- b. NYS CLG Audit – *James Finelli was present at the HPC Meeting. Mr Finelli explained to the HPC the CLG audit process that he, M. Meyer, E. Eckert and M. Stegmeier went through earlier in the day. The HPC members discussed CLG best practices as well as the importance of articulating COA decisions.*
- c. Local Historic Designations – *S. McNichol brought up that her property at 42 Aurora St. has been designated as a Local Historic Landmark by the HPC and that the HPC should pursue local designations for additional properties within the Village. HPC members will bring a list of possible properties to be locally designated to the next meeting.*

**VII. Next Meeting: February 8, 2017 @ 7:00pm**

**VIII. Adjourn**

MOTION: E. Mikula moved to adjourn the meeting. Seconded by S. McNichol.

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