

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

**MEETING MINUTES**  
**May 10, 2017**

**I. Attendance/Call to Order**

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

*Board Members*

Allein, J.	<u>X</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>X</u>
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*Secretary*

Eckert, E.	<u>X</u>
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Roll call indicated that six (6) voting members were present and a quorum existed.

**II. Public Hearings:**

a. *5500 Broadway – (Frosty’s Ice Cream) Dan Baccari, Left Coast Design Studio– New Sign*

Mr. Baccari was present at the meeting. He explained that the previous sign was destroyed in a wind storm. The proposal includes wood construction for the framework and the sign. Vinyl transfer lettering will be adhered to the wood. There is no lighting included in the CoA application. He also explained that the sign will be moved further back from the street, approx.. 8’ from the sidewalk. M. Meyer asked what the base of the sign will be constructed from. D. Baccari stated that it will be wood and that the existing benches that were at the previous sign’s base will remain.

MOTION: S. McNichol motioned to approve the CoA as presented. Second by E. Mikula.

MOTION APPROVED: In a vote of five (5) ayes to zero (0) nays. J. Keefe abstained from voting as the property owner is a client of his.

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

b. *9 Church St. – Dave and Lacy Fordham – New fence*

Dave and Lacy Fordham were present at the meeting. Mr. Fordham explained the CoA Application and their plans to construct a new fence around their property which will connect to the existing wood fence at the back edge of the property. S. Campbell asked if there will be a connector across the driveway. D. Fordham explained their plans to have a wood double swinging gate across the driveway. S. McNichol

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asked what the fence's finish will be. L. Fordham brought a sample of the paint she matched to the existing fence – the color is “redwood, natural tone.” M. Meyer noted that the existing fence has a curved top between posts, and asked if the new fence will also have the curved top. L. Fordham explained that the new fence will be flat across the top.

MOTION: S. McNichol motioned to approve the CoA with the condition that the gate is wood. Second by E. Mikula.

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

*Justification: The new fence is compatible with the aesthetics of the historic district.*

- c. *39 Central Ave – (From the Attic Gift Boutique and Yarn Shop) Dawn Gaczewski, AdWorks– Window signage*

Dawn Gaczewski, AdWorks and Kelly Depczynski, From the Attic Gift Boutique were present at the meeting. D. Gaczewski explained plans for vinyl lettering on the existing storefront. An image was included in the application – the text will be crème with a dark brown outline. They will also be putting “39 Central Ave” on the door in matching text.

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

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

*Justification: The new signage is compatible with the aesthetics of the historic district.*

### **III. Approval of Meeting Minutes**

- a. *April 12, 2017 (Regular Meeting)*

MOTION: E. Mikula moved to approve the minutes as corrected 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 - *None*
- b. New property issues - *None*
- c. Ongoing property issues
- i. 5513 Broadway (Formerly Memory's Restaurant) – *S. Marshall will contact the owner.*
  - ii. 5622 Broadway – *S. Marshall will contact owner about the unfinished fence and exterior painting.*
- d. Communications/Reports – *S. Campbell has sent the Commission Members materials from the NYS Preservation Conference via e-mail.*

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- e. Treasurer's Report - *The Village's Fiscal Year ends May 31, 2017. Any vouchers from the Local Landmark Reception need to be dated before 5/31/2016 to make sure they are included in the 2016/17 funds.*

**V. Old Business:**

- a. HPC Open House/Preservation Month Event – *The Local Landmark Reception will be held on Thursday May 25th from 6-8pm at 42 Aurora Street.*
- b. Commission Members - *J. Allein discussed the opportunity for the HPC to pursue an alternate or a new member for the Commission. M. Meyer will make the recommendation to the Village Board.*  
MOTION: *S. Campbell nominated Emma Eckert to become a voting member of the Historic Preservation Commission. Second by J. Allein.*  
MOTION APPROVED: *In a vote of six (6) ayes to zero (0) nays.*

**VI. New Business**

- a. Recognition for Local Historic Landmarks – *The Commission discussed the possibility of offering a plaque or a sign to property owners who pursue Local Historic Landmark status for their property. Research will be done to get pricing for such signs and see if any monies are available for such signs.*
- b. CLG Evaluation – *The Commission discussed the recent CLG Audit Evaluation Report. Overall the results were good and the HPC received suggestions on things to improve upon. One thing that needs to be communicated to property owners is that the CoA is not a Building Permit, which needs to be applied for after the CoA approval.*

**VII. Next Meeting: June 14, 2017 @ 7:00pm**

**VIII. Adjourn**

MOTION: J. Keefe moved to adjourn the meeting in memory of the late HPC Member Dr. Ronald Batt. Seconded by E. Mikula.

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