

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

**MEETING MINUTES**  
**September 13, 2017**

**I. Attendance/Call to Order**

The meeting was called to order at 7:00 PM by Chair M. Meyer. J. Keefe led the HPC and audience in the Pledge of Allegiance.

*Board Members*

Allein, J.	<u>X</u>
Campbell, S. (Vice Chair)	<u>X</u>
Eckert, E.	<u>X</u>
Keefe, J.	<u>X</u>
McNichol, S.	<u>exc.</u>
Meyer, M. (Chair)	<u>X</u>
Mikula, E.	<u>X</u>
Sweeney, T. (Alt.)	<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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Roll call indicated that seven (7) voting members were present and a quorum existed.

**II. Public Hearings:**

a. *4 West Main St. – Tommy Sweeney– Exterior renovations*

Mr. Sweeney was present at the meeting. The COA application includes several phases of work at this time including: removal of the existing signage, restoration of the existing brick façade, demo/rebuilding the first story façade and restoration of the existing windows and replacing any missing windows. Mr. Sweeney provided the HPC with original photos of the building which he intends to recreate. E. Eckert asked about the sidewalk in front of the building and if there is a step up to the building, T. Sweeney replied that the sidewalk is flush to the building and when the interior is under construction they will be leveling the floor. J. Allein asked if there are any structural problems with the building, T. Sweeney to contact Jim Everett at PAC (the adjoining property) to inquire on any problems structurally.

MOTION: E. Eckert motioned to approve the CoA as presented. Second by S. Campbell.

MOTION APPROVED: In a vote of six (6) ayes to zero (0) nays. T. Sweeney abstained from voting because he is the property owner/applicant.

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

**III. Approval of Meeting Minutes**

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a. *August 9, 2017 (Regular Meeting)*

MOTION: E. Mikula moved to approve the minutes as presented. Second by J. Keefe.

MOTION APPROVED: In a vote of six (6) ayes to zero (0) nays. J. Allein abstained because he was absent from the last meeting.

**IV. Administrative Matters:**

a. Public comment on matters of interest

i. J. Keefe made note that the Dutch Mill Property (5259 Broadway) looks very good and urged the HPC members to drive by and take a look.

ii. J. Allein informed the HPC about signage code violations at the 11 West Main Street property. The CDC is working with the Building Department and D. Gaczewski (AdWorks) to remedy the signage for the different tenants. Tenants are aware that they will need to apply for COAs for signage at this property.

b. New property issues - *None*

c. Ongoing property issues

i. 5513 Broadway (Formerly Memory's Restaurant) – *No update*

ii. 5622 Broadway – *No update*

iii. 5478 Broadway (The Nesting Place) – *No update*

iv. 20 Church St – *No update*

v. 25 Central Ave., Ste 1 – *No update*

*The HPC discussed how difficult it is to maintain communication and be effective as a Commission when the part-time Code Enforcement Office cannot be at HPC meetings. UPDATE: Code Enf. S. Marshall contacted HPC Chair to apologize for being absent at the meeting which was unplanned. He will make the effort to be at all HPC meeting in the future.*

d. Communications/Reports – *None*

e. Treasurer's Report - *None*

**V. Old Business:**

- a. New Local Historic District – Maple/Elm Cross District – *A mailing will go out between the September and October HPC meetings alerting the property owners about the desire for the HPC to designate a new local historic district – the Maple/Elm Cross District.*

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- b. Local Landmark Plaques – *A plaque has been ordered for 33 Lake Avenue distinguishing the property as a local historic landmark.*
- c. Website – *S. Campbell is working on a list of suggested books to add to the website. E. Eckert asked for bios and photos of the HPC members to add to the website.*

**VI. New Business**

- a. The HPC discussed possible incentives for property owners making improvements within the local historic district.

**VII. Next Meeting: October 11, 2017 @ 7:00pm**

**VIII. Adjourn**

MOTION: E. Mikula moved to adjourn the meeting. Seconded by M. Meyer.

MOTION APPROVED: In a vote of seven (7) ayes to zero (0) nays.