

Village of Lancaster
Historic Preservation Commission
Municipal Building, Lancaster NY

MEETING MINUTES
August 8, 2018

I. Attendance/Call to Order

The meeting was called to order at 6:58 PM by Chair M. Meyer. J. Keefe led the HPC and audience in the Pledge of Allegiance.

Board Members

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.	<u>X</u>
Russ, M. (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. 30 Central Ave. (the 3 Dog Barber) – Kevin Kraus – New Signage

Mr. Kraus was present at the meeting. The COA Application included a flat sign above the storefront, a barber pole to be mounted to the left side of the door, a pedestrian sign on a bracket to be mounted to the right of the door and 5” vinyl lettering to be placed at the top and bottom of the windows of the shop. T. Sweeney asked what the flat sign will be made of – K. Kraus responded that it will be a flat, metal sign. Gooseneck lamps exist on the building; therefore, no lighting is included in the COA. S. Campbell asked for more information on the vinyl lettering at the windows – K. Kraus responded that the lettering will be 5” high in gold at the top and bottom of each of the 4 windows. J. Allein told K. Kraus that he still needs to go to the Building Department for permits and Certificate of Occupancy.

MOTION: E. Eckert made a motion to approve the COA as presented. E. Mikula seconded the motion.

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

Justification: The signage fits with the aesthetic of the Central Business District and local historic district.

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III. Approval of Meeting Minutes

a. *July 11, 2018 (Regular Meeting)*

MOTION: E. Mikula moved to approve the minutes as presented. Second by T. Sweeney.

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

IV. Administrative Matters

a. Public comment on matters of interest

- i. Updates – The HPC members discussed updates on the Historical Society Museum Building, 11 West Main Street and 63 Central Ave.

b. New property issues

- i. 16 St. Joseph St. – foundation work was done without building permits or COA
- ii. 19 N. Aurora St – foundation work was done without building permits or COA

c. Ongoing property issues

- i. 5513 Broadway (Formerly Memory’s Restaurant) – *S. Marshal noticed the owner and is communications about cleaning up the property.*
- ii. 5622 Broadway – *S. Marshall has been in communications with the owner.*
- iii. 25 Central Ave., Ste 1 – *Code. Enf. S. Marshall cited the property owner.*
- iv. 5500 Broadway (Peace Love Massage and Left Coast Design) – *No update.*
- v. 5539 Broadway (Lancaster Manor) - *Code. Enf. S. Marshall will be notifying the property owner. The HPC discussed the sign at this property and because the COA is very recent and the sign is nearly identical, it would be allowable for the owner to submit the new artwork as an addition to the original COA.*
- vi. 90 Central Ave (Vintage Grace Antiques) - *Code. Enf. S. Marshall will be notifying the property owner. The owner is removing all signs throughout the village, if any HPC members notice any additional signs, please contact S. Marshall.*

d. Communications/Reports

- i. The HPC received anonymous correspondence regarding the work at 19 N. Aurora St.
- ii. The HPC received information from the Historic US Route 20 Association. M. Meyer will draft a letter of support for the non profit organization.

e. Treasurer’s Report – *No report.*

V. Old Business:

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- a. Possible incentives within Local Historic District – *No update.*
- b. Signage Guidelines – *E. Eckert has drafted signage guidelines for the historic district. She asked that the Commission members send her photos of good or bad signage*
- c. Building Dept / Planning Commission / HPC Communications – *J. Allein informed the HPC that the Mayor has created a committee to improve the communication and protocols for business owners and the Village for permits and COAs.*

MOTION: M. Meyer moved to revisit the protocol for reviews by the Planning Commission and the HPC. Seconded by S. Campbell.

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

- d. Model Landmarks Preservation Local Law for New York State Municipalities – *HPC members are asked to review the model law before the September meeting*
- e. Ethics Acknowledgement & Financial Disclosure Forms – *HPC members have returned their forms back to the Village.*

VI. New Business

VII. Next Meeting: September 12, 2018 @ 7:00pm

VIII. Adjourn

MOTION: E. Mikula moved to adjourn the meeting. Seconded by T. Sweeney.

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