

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

**MEETING MINUTES  
August 9, 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>exc.</u>
Campbell, S. (Vice Chair)	<u>X</u>
Eckert, E.	<u>X</u>
Keefe, J.	<u>X</u>
McNichol, S.	<u>X</u>
Meyer, M. (Chair)	<u>X</u>
Mikula, E.	<u>X</u>
Sweeney, T. (Alt.)	<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. E. Mikula arrived at 7:45pm resulting in seven (7) voting members present.

**II. Public Hearings:**

a. *5 West Main St. – Purely Pets, Kaitlyn Russ– Sign*

Ms. Russ was present at the meeting. She explained her plans for a 2' x 2' wood hanging sign above the entrance of her shop on West Main Street.

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

MOTION APPROVED: In a vote of five (5) ayes to zero (0) nays. T. Sweeney abstained from voting because he is the property owner.

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

b. *21 School St – Sara Kazmierczak – New fence*

Ms. Kazmierczak was present at the meeting. She presented her materials to the board which include plans for a new wooden fence on 2 sides of the back yard of the property replacing the existing chainlink fence. Ms. Kazmierczak explained that she is having a new survey done to determine whether the existing fence is on her property or the neighbor's.

MOTION: E. Eckert motioned to approve the CoA as submitted. Second by M. Meyer.

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

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

**III. Approval of Meeting Minutes**

a. *July 12, 2017 (Regular Meeting)*

S. Campbell had an addition to the minutes regarding discussion for the hearing for 20 St. Joseph St.

MOTION: M. Meyer moved to approve the minutes as amended. Second by E. Eckert.

MOTION APPROVED: In a vote of five (5) ayes to zero (0) nays. S. McNichol abstained because she was absent from the last meeting.

**IV. Administrative Matters:**

a. Public comment on matters of interest

i. 8 Clark St – The new owners of 8 Clark St, Jim & Tamara Grosso were present at the meeting.

They discussed with the Commission the needs of the existing carriage house on the property. Code Enf. S. Marshall discussed that the structure will need to be stabilized before winter if there are hopes of preventing the condition worsening. M. Meyer discussed several long term options for possible funding for an engineering report on the structure or other grants for stabilization or restoration. Code Enf. S. Marshall suggested a program for funding through Erie County that he will pass along to the Grossos. The HPC expressed wishes to save the structure.

b. New property issues

i. 25 Central Ave, Ste 1 (Master Craft Upholstery) – The windows are dirty and displays are disheveled. The commission is also concerned about the falling apart sign and storefront. S. Marshall will look into what he can do to clean up the storefront and get the sign attended to.

c. Ongoing property issues

i. 5513 Broadway (Formerly Memory's Restaurant) – *S. Marshall will contact the owner and look into what he can do to clean up the property.*

ii. 5622 Broadway – *S. Marshall will contact owner about the unfinished fence and exterior painting.*

iii. 5478 Broadway (The Nesting Place) – *S. Marshall has contacted the owner.*

iv. 20 Church St – *S. Marshall is dealing with problems at this property.*

d. Communications/Reports – *None*

e. Treasurer's Report - *None*

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**V. Old Business:**

- a. New Local Historic District – Maple/Elm Cross District – *the HPC will begin work on the new local historic district in the Fall.*
- b. Local Landmark Plaques – *M. Meyer mocked up a sign to be purchased for 33 Lake Avenue distinguishing the property as a local historic landmark.*

MOTION: E. Eckert motioned to order and purchase a plaque for 33 Lake Avenue distinguishing the property as a local historic landmark. Second by E. Mikula. S. Campbell abstained from voting because she is the property owner.

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

- c. Letter of Support for Hull House CFA EPF Grant – *M. Meyer informed the commission that the letter was submitted.*

**VI. New Business**

- a. Website – *S. Campbell made a suggestion to add a suggested books list to the HPC website. There was also discussion about adding more information about the current 2 properties designated as local historic landmarks. E. Eckert stated that she can update the website with any of this information easily if she is emailed the information.*

**VII. Next Meeting: September 13, 2017 @ 7:00pm**

**VIII. Adjourn**

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

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