

VILLAGE OF LANCASTER
MEETING MINUTES-PLANNING COMMISSION

FEBRUARY 21, 2019

Present: James Allein, Chairman
Linda Parzynski, Vice-Chairperson
Richard Bulman
Neil Connelly
Mary Refermat
Shawn Marshall, Code Enforcement Officer
Arthur Herdzik, Village Attorney

Excused: Mark Grucella
Matt Fischione, Code Enforcement Officer

Meeting called to order at 7:00 p.m. by Chairman Allein in the Council Chambers of the Lancaster Municipal Building, 5423 Broadway, Lancaster, New York.

Cynthia Maciejewski led the Pledge of Allegiance and a Moment of Reflection. A moment of silence for Robert Herget.

Motion made by **Linda Parzynski** and seconded by **Richard Bulman** to accept the minutes of the January 21, 2019 Planning Commission meeting.

Chairman Allein	Voted Yes
Linda Parzynski	Voted Yes
Richard Bulman	Voted Yes
Neil Connelly	Voted Yes
Mary Refermat	Voted Yes

Motion Carried

Training memos and Planning Federation Booklets have not been received by members.

Site Plan Review-8 Clark Street, Demo of Carriage House.

James Grosso, owner of the property stated that the carriage house has fallen into disrepair. An estimate of \$22,000 was given to only stabilize the structure. Repairs to the roof and structure itself would be additional. The Historic Preservation Commission directed this situation to the Planning Commission. The structure is leaning but was noted by Shawn Marshall, CEO that according to photos from 2015, the structure has not changed significantly. The block wall is in the same condition. This is one of 3 or 4 carriage houses remaining in the Village of Lancaster. The Historic Preservation Commission will need to approve the removal and the Planning Commission will only make sure that the demolition process is followed and conditions met. The structure has a plywood floor and was used for storage by past owners.

Motion made by **Neil Connelly** and seconded by **Richard Bulman** to recommend approval to the Village Board with the following conditions:

1. The structure and all foundations, including the foundation to the south of the structure, will be removed in its entirety.
2. A grading plan showing topography and direction of surface discharge be submitted and approved by the Lancaster Village Dept. of Public Works.
3. Proof of asbestos and rodent abatement is supplied at the time of permit application.

Chairman Allein	Voted Yes
Linda Parzynski	Voted Yes
Richard Bulman	Voted Yes
Neil Connelly	Voted Yes
Mary Refermat	Voted Yes

Motion Carried.

Budget Review 2019-2020

Motion made by **Chairman Allein** and seconded by **Linda Parzynski** to request an increase of \$1200.00 to payroll and \$50.00 to postage.

Chairman Allein	Voted Yes
Linda Parzynski	Voted Yes
Richard Bulman	Voted Yes
Neil Connelly	Voted Yes
Mary Refermat	Voted Yes

Motion Carried

Membership

Motion made by **Chairman Allein** and seconded by **Richard Bulman** to recommend the membership of Shannon McNichol as a Lancaster Planning Commission member.

Chairman Allein	Voted Yes
Linda Parzynski	Voted Yes
Richard Bulman	Voted Yes
Neil Connelly	Voted Yes
Mary Refermat	Voted Yes

Motion Carried.

Review of the updated Site Plan/Change in Use Packet

Art Herdzik, Village Attorney and the members had a couple of punctuation and visual changes. The changed will be incorporated by the March meeting for review.

A Site Plan fee is in the code to be charged for all applications regardless of residential or commercial. The fee of \$150.00 was not intended for residential projects. Chair Allein will need to speak to the Village Board for the altering of the code. Chapter 144-3 sets the fee for the demo permit.


Shawn Marshall, CEO will not be at the March meeting.

Motion made by Linda Parzynski and seconded by Neil Connelly to adjourn the meeting at 7:47p.m.

Chairman Allein	Voted Yes
Linda Parzynski	Voted Yes
Richard Bulman	Voted Yes
Neil Connelly	Voted Yes

Motion carried.

Respectfully submitted,



Cynthia A. Maciejewski
Secretary to the Planning Commission

