

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

**MEETING MINUTES**  
**September 11, 2019**

**I. Attendance/Call to Order**

The meeting was called to order at 7:00PM by Chair S. Campbell. T. Sweeney led the HPC in the Pledge of Allegiance.

*Board Members*

Campbell, S. (Chair)	<u>X</u>
Eckert, E.	<u>exc.</u>
Kacala, J.	<u>exc.</u>
Keefe, J.	<u>X</u>
Meyer, M.	<u>X</u>
Mikula, E.	<u>exc.</u>
Sweeney, T.	<u>X</u>
Russ, M. (Alt.)	<u>exc.</u>
Chaves Yates, C. (Alt.)	<u>X</u>
Allein, J (Planning Commission Liaison)	<u>X</u>
Marshall, S. (Code Enforcement Officer)	<u>X</u>
Eckert, E. (Secretary)	<u>exc.</u>

Roll call indicated that five (5) voting members were present and a quorum existed.

**II. Public Hearings**

a. *85 Central Ave (Early Bird Bakery & Café) – Nicole Kisel – Replacement Awning*

Ms. Kisel was present at the meeting. She explained plans to replace the existing awning with a new awning with her business graphics on it.

MOTION: M. Meyer made a motion to approve the application as submitted. Second by T. Sweeney.

MOTION APPROVED: In a vote of five (5) ayes to zero (0) nays.

*Justification: The replacement awning fits with the aesthetic of the historic district.*

b. *10 North Aurora (Whole Fitness & Wellness) – Kelly Williams – Signage*

Ms. Williams was not present. T. Sweeney, the building owner presented. The COA includes new 4’x6’ signage at W. Main Street and Aurora St side.

MOTION: S. Campbell made a motion to approve the application as submitted. Second by J. Keefe.

MOTION APPROVED: In a vote of four (4) ayes to zero (0) nays. T. Sweeney abstained from voting as he is the building owner.

*Justification: The signage fits with the aesthetic of the historic district.*

c. *36 School Street – Michael Moran, R2M2 LLC. – Replacement exterior door and window*

M. Meyer presented. The work includes a new replacement door and window due to a fire at the apartment unit.

MOTION: J. Keefe made a motion to approve the application as submitted. Second by C. Chaves Yates.

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MOTION APPROVED: In a vote of four (4) ayes to zero (0) nays. M. Meyer abstained from voting as he is the owner's consultant.

*Justification: The work is replacement, and does not alter the appearance of the building.*

d. *Central Business District/West Main Street – Tommy Sweeney – Dumpster Enclosures*

Mr. Sweeney was present. He presented materials for the previously discussed dumpster enclosures in the Clark Street parking lot and in the Save-a-Lot Parking lot. The proposed materials include white vinyl with exposed metal corner posts similar to the Town's dumpster enclosure's brown color. The enclosure will house 3 dumpsters.

MOTION: J. Keefe made a motion to approve the application as submitted. Second by M. Meyer.

MOTION APPROVED: In a vote of four (4) ayes to zero (0) nays. T. Sweeney abstained from voting as he is the building owner.

*Justification: These materials have already been used elsewhere in the historic district.*

**III. Approval of Meeting Minutes**

a. *August 14, 2019 (Regular Meeting)*

MOTION: T. Sweeney made a motion to approve the minutes as presented. Second by J. Keefe.

MOTION APPROVED: In a vote of five (5) 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. 5622 Broadway – *Court hearing rescheduled due to S. Marshall being away.*
  - ii. 5500 Broadway (☺♥ Massage and Left Coast Design) – *No update*
  - iii. 43 Central Ave. – *No update*
  - iv. 33 Church St. – *No update*
  - v. 5470 Broadway (Artemis Tattoo) – *No update.*
  - vi. Fence between Sunoco and Thomas Turtle – *No update*
  - vii. 77 & 81 Central Ave – *No update*
  - viii. 25 Central Ave – *No update*
  - ix. 5346 Broadway (Wally's) – *No update*
  - x. 5558 Broadway – *No update*
- d. Communications/Reports - *none*
- e. Treasurer's Report – *none*

**V. Old Business:**

- a. Model Landmarks Preservation Local Law for New York State Municipalities – *E. Eckert to make changes in the digital file and distribute to the HPC for another review before recommending to the Village Board/Village Attorney.*
- b. CLG Grant Application 2019 – *Two proposals were received by the HPC for consultants – Flynn Battaglia Architects and Clinton Brown Company Architecture. M. Meyer excused himself from the discussion. HPC tabled the decision until the full commission is present.*

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- c. Village of Lancaster Newsletter – *C. Chaves Yates will write something for the next newsletter.*
- d. Letters from the HPC – *The HPC has previously discussed having a form letter to be sent to property owners as a friendlier reminder for COA violations. An additional idea brought up is a letter to send to new people in the historic district to inform them of what the HPC does as well as procedures for a COA. E. Eckert will put those letters together.*

**VI. New Business**

- a. West Main Street Update – Meeting held with Wendel and the Village last Monday. There is a draft of the design for West Main Street on their website. A public meeting for comment will be held in October. Construction is planned to begin in Spring 2020.
- b. The CDC is looking to create a Main Street Manager position. Funding the position is the largest obstacle at this point.

**VII. Next Meeting: October 9, 2019 @ 7:00pm**

**VIII. Adjourn**

MOTION: J. Keefe moved to adjourn the meeting. Second by C. Chaves Yates.

MOTION APPROVED: In a vote of five (5) ayes to zero (0) nays.