

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

**MEETING MINUTES  
October 9, 2019**

**I. Attendance/Call to Order**

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

*Board Members*

Campbell, S. (Chair)	<u>X</u>
Eckert, E.	<u>X</u>
Kacala, J.	<u>exc.</u>
Keefe, J.	<u>X</u>
Meyer, M.	<u>X</u>
Mikula, E.	<u>X</u>
Sweeney, T.	<u>X</u>
Russ, M. (Alt.)	<u>X</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>X</u>

Roll call indicated that eight (8) voting members were present and a quorum existed.

**II. Public Hearings**

a. *41 Central Ave. – Joe Ligammare – Rear exit stairs and fence*

Mr. Ligammare was present at the meeting. His project plans to rebuild the deteriorating rear decks and stairs in a composite grey material. The deck will have a black railing. S. Marshall stated that previously the rear stairs were cited by Code Enf. Because they are unsafe. In addition, Mr. Ligammare will be replacing the existing fence with a 6' stockade fence. There was no additional discussion.

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

MOTION APPROVED: In a vote of eight (8) ayes to zero (0) nays.

*Justification: The replacement deck, stairs and fencing fits with the aesthetic of the historic district.*

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

Mr. Sweeney was present. The HPC discussed with Mr. Sweeney alternative materials for the dumpster enclosures. Nothing was decided at this time.

**III. Approval of Meeting Minutes**

a. *September 11, 2019 (Regular Meeting)*

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

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MOTION APPROVED: In a vote of seven (7) ayes to zero (0) nays. E. Eckert abstained from voting as she was absent from the meeting.

**IV. Administrative Matters**

- a. Public comment on matters of interest
  - i. Discussion with Property Owners/Flynn Battaglia Architects/Village of Lancaster regarding Central Avenue Building Reuse Studies and Designs. – *Chris Less and Colin Davidson were present from Flynn Battaglia Architects, who the Village has engaged to study building improvements to pursue grants for properties on Central Avenue. Colin explained the goals of building owners based on their discussions and their ideas for improvements. The HPC discussed with the architects their initial impressions on the designs proposed.*
  - ii. 5427 Broadway – *The soon-to-be building owner of the building was present at the meeting. The HPC discussed the COA process and gave him some general information about the HPC.*
- b. New property issues
  - i. 42 N. Aurora – addition to existing sign without COA
  - ii. 5478 Broadway – a new business has moved into this storefront. E. Eckert to send business owner a “welcome” letter from the HPC reaching out to explain the goals of the HPC.
- c. Ongoing property issues
  - i. 5622 Broadway – *No update.*
  - ii. 5500 Broadway (⊕♥ Massage and Left Coast Design) – *S. Marshall sent a letter 10/9/19*
  - iii. 43 Central Ave. – *S. Marshall sent a letter 10/9/19*
  - 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/47 Aurora (Wally’s) – *S. Marshall sent a letter 10/9/19*
  - 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. E. Eckert and M. Meyer excused themselves from the discussion. The other HPC members discussed the benefits and past work of the consultants.*

MOTION: T. Sweeney moved to select Clinton Brown Company Architecture as the consultant for the Design Guidelines. Second by C. Chaves Yates.

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MOTION APPROVED: In a vote of six (6) ayes to zero (0) nays. E. Eckert and M. Meyer abstained from voting.

- c. Village of Lancaster Newsletter – *C. Chaves Yates wrote 2 short paragraphs for the next newsletter.*
- d. Letters from the HPC – *E. Eckert presented a letter written for new business of property owners within the historic district. She will write another letter to be sent to property owners doing work without an approved COA that will be sent prior to notifying the Code Enforcement Official.*
- e. West Main Street Project - *J. Allein stated that the West Main Street project will be before the Planning Commission Thursday October 17. The HPC will have a quorum in attendance at this meeting. If the project does not get Planning Commission approval at this meeting, there will be a special meeting November 7<sup>th</sup>. A public meeting about the project will be held November 13<sup>th</sup>, location TBD.*
- f. CDC-Main Street Manager Position – *The CDC is moving forward with the creation of the Main Street Manager position.*

**VI. New Business - none**

**VII. Next Meeting: November 20, 2019 @ 7:00pm**

MOTION: E. Eckert moved to reschedule the November HPC meeting to November 20, 2019 due to the Public Hearing for the West Main Street project. Second by T. Sweeney.

MOTION APPROVED: In a vote of eight (8) ayes to zero (0) nays

**VIII. Adjourn**

MOTION: T. Sweeney moved to adjourn the meeting. Second by S. Campbell.

MOTION APPROVED: In a vote of eight (8) ayes to zero (0) nays.

