

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

**MEETING MINUTES**  
**December 11, 2019**

**I. Attendance/Call to Order**

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

*Board Members*

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

Roll call indicated that seven (7) voting members were present and a quorum existed.

**II. Public Hearings**

- a. 5429-5427 Broadway – Chris Reilly – Replacement storefront, doors and windows

Mr. Reilly was present at the meeting with his contractor. His contractor has begun demolition and many of the original windows do not exist behind the plywood at the exterior. The project proposed will replace the existing storefront and 2 doors with similar aluminum storefront and doors with a black finish. The original first-story openings on the east side of the building will be re-opened with aluminum windows with a black finish to match the front. Two of the windows will be double-hung windows and one will be a casement window. This COA has not been formally submitted to the HPC due to a delay in closing, any motions are pending the formal submission of the COA for the January Meeting.

MOTION: E. Eckert made a motion to approve the pending COA as discussed. Second by T. Sweeney.

MOTION APPROVED: In a vote of seven (7) ayes to zero (0) nays – pending formal submission of the COA

**III. Approval of Meeting Minutes**

- a. *November 20, 2019 (Regular Meeting)*

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

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

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**IV. Administrative Matters**

- a. Public comment on matters of interest
  - i. Audrey Keysa was in attendance with the new owners of 5455 Broadway. The couple introduced themselves to the HPC and discussed plans to return the former law office back to a residence.
- b. New property issues
  - i. 42 N. Aurora St. – there is a new sign on the existing sign post without a COA
- 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 – the HPC was provided a report of the remainder of the 2019-2020 FY budget

**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- Design Guidelines – *S. Campbell had a conference call with CBCA and SHPO regarding the Design Guidelines. One thing to be discussed at the January Meeting is a listing of acceptable substitute materials allowed within the Historic District.*
- c. West Main Street Project – *T. Sweeney updated the HPC on the progress of design and board approvals for the West Main Street Extension Project and development project.*
- d. Village of Lancaster Newsletter – *When the HPC schedules a Tax Credit Workshop with PBN – an announcement should be included in the Newsletter*
- e. HPC Membership/Alternates – *No update*

**VI. New Business**

- a. Preservation Buffalo Niagara – Historic Tax Credit Workshop & Newsletter – *Christiana Limniatis from PBN attended the meeting and discussed with the HPC PBN’s programs and ideas to be included in their quarterly newsletter. The HPC hopes to host a Historic Tax Credit Workshop in 2020 for property owners in the Historic District.*
- b. CLG Grant 2020 – *Commission members should start brainstorming for CLG Grant ideas for the 2020 application.*

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**VII. Next Meeting: January 8, 2020 @ 7:00pm**

**VIII. Adjourn**

MOTION: T. Sweeney moved to adjourn the meeting. Second by E. Eckert.

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