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Village of Lancaster  
**Historic Preservation Commission**

Lancaster Municipal Building • 5423 Broadway • Lancaster, NY 14086 • www.villageoflancasterhpc.com

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**MEETING MINUTES**

**September 11, 2024**

**I. Attendance/Call to Order**

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

*Board Members*

Budzinski, J. (Village Historian)	<u>exc.</u>
Campbell, S.	<u>X</u>
Chaves Yates, C.	<u>X</u>
Eckert, E. (+ Secretary)	<u>X</u>
Kacala, J.	<u>X</u>
Keefe, J. (Vice Chair)	<u>X</u>
Meyer, M. (Chair)	<u>X</u>
Stonebraker, N. (Alt.)	<u>X</u>
Wells, N (Alt.)	<u>X</u>
Allein, J (Planning Commission Liaison)	<u>X</u>
Fischione, M (Code Enforcement Officer)	<u>X</u>

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

**II. Public Hearings**

a. 34 Central Avenue (Black Sheep & Co.) – Tracy Diegelman – Awning/Signage

Ms. Diegelman was present at the meeting. Proposed is a black awning, like that at Lancaster Coffee Co. down the street. Ms. Diegelman clarified that the lighting shown in the proposal is existing. The HPC discussed that the proposed signage follows the Signage Guidelines. There was no other discussion.

MOTION: S. Campbell made a motion to approve the COA as presented. Second by J. Kacala.

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

*Justification: This work is compatible with the historic district per the Secretary of the Interior's Standards for Rehabilitation, Number 10 – New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.*

b. 12, 14, 16 West Main Street (Heritage House) – Mike Berger, Sutton Architecture – 2-Story Addition

Mr. Berger was present at the meeting. This project has had an initial review by the Planning Commission and Zoning Board of Appeals. Mr. Berger and his client, Dick Young, previously appeared before the HPC for a discussion with the Commission. Mr. Berger explained changes to the design since the previous discussion. Materials discussed for the design include real brick at the exterior, composite-clad balcony posts with wood balusters, and aluminum windows. The parapet should be tall enough to hide the rooftop mechanical units. E. Eckert made a statement that she would prefer the cladding at the balcony be dark colored instead of the shown white. S. Campbell stated that she walked West Main Street recently, and that the size and proportion of the balcony and awnings for the addition will fit in with the historic district and West Main Street. The Commission discussed that they have no opposition to the proposed design but will delay their vote until final materials are submitted.

MOTION: E. Eckert made a motion to table the COA. Second by S. Campbell.

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

### III. Approval of Meeting Minutes

a. *August 14, 2024 (Regular Meeting)*

MOTION: N. Wells made a motion to approve the minutes as amended. Second by S. Campbell.

MOTION APPROVED: In a vote of seven (7) 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 – *Property Issues are currently in the Court System*

ii. 81 Central Ave – *No update on the work. Code Enforcement has been in contact with property owner.*

iii. 5497 Broadway (Masonic Temple) – *Building is for sale. Code Enforcement has sent a second and third notice.*

iv. 5440 Broadway (Depew-Lancaster Boys and Girls Club)\* – *awarded NY Forward Grant funds. Code Enforcement has been in contact with property owner.*

d. Communications/Reports

i. Village Board – *S. Campbell will attend the 9/23 Village Board Meeting.*

ii. Village's 175<sup>th</sup> Anniversary Committee – *S. Campbell updated the HPC on events.*

e. Treasurer's Report – *none*

f. Village Newsletter (November) – *looking for ideas*

g. HPC administration

i. Training – *4 hours + VOL Sexual Harassment Training due at the end of 2024*

1. Sexual Harassment Prevention Training – *If you have a certificate from NYS Sexual Harassment Prevention Training from your regular job, you may submit to Village of Lancaster in lieu of attending.*

2. National Association of Preservation Commissions (NAPCommissions.org)

3. National Trust for Historic Preservation (Savingplaces.org)

4. M. Meyer sent a webinar via email today from NYS Parks - Adjacent Construction Activity in Urban Areas: Understanding and Managing the Risks on October 8, 2024 at 12pm

### V. Old Business:

a. CLG Grant application – *The HPCs application was denied. The HPC discussed possibly looking at other community's grant projects for ideas for future grant ideas.*

### VI. New Business – *none*

### VII. Next Meeting: October 9, 2024 @ 7:00pm.

### VIII. Adjourn (7:46pm)

MOTION: E. Eckert moved to adjourn the meeting. Second by S. Campbell.

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