

# **HISTORIC PRESERVATION COMMISSION**

## ***OFFICIAL MINUTES***

**October 26, 2022**

**5:00 pm**

Council Board Room

One Batavia City Centre, Batavia NY

Members present: *Connie Boyd, Ryan Duffy, Alexis Green,  
Caroline Hosek*

Members absent: none

Others present: Zach Alwardt - Code Enforcement Officer, Meg Chilano –  
Recording Secretary

### **I. Roll Call**

Roll call of the members was conducted. Four members were present and Chair Ryan Duffy declared a quorum.

### **II. Call to order**

Mr. Duffy called the meeting to order at 4:59 p.m.

### **III. Previous Meeting Minutes**

There were no corrections and the minutes were approved as written by unanimous consent.

**RESULT: Approval of August 24, 2022 meeting minutes.**

### **IV. Proposals**

Replace the roof with architectural shingles

**Address:** *306 East Main Street*

**Applicant:** All Access Builders

**Actions:**

1. Review application for completeness
2. Public hearing and discussion
3. Action by the board

#### **1. Review Application for Completeness**

The board agreed that the application was complete.

#### **2. Public Hearing and Discussion**

Mr. Duffy opened the public hearing at 5:01 p.m.

Church members were available to speak about the project. They told the board they had not realized that the church was a historic property. They did not understand that permission to perform work on a historic property had to be approved by the Historic Preservation

Commission, and they thought it was acceptable for the contractor to begin work. They also said they were not aware that the City could shut down the project.

Mr. Duffy explained to the church members that if a property is located in a historic district, an application must be submitted to the HPC. This is to ensure that the historic appearance of the building is being preserved and its structure maintained.

Mr. Alwardt noted that the contractor had applied for the permit application on short notice, which resulted in its delayed submission to the HPC.

Church members said that they believed further damage had occurred to the roof because of the work stoppage, and asked if there would be any help from the City for this project.

Mr. Duffy explained that the City would not provide funding, but the HPC could be a resource to help find grant funds. Church members asked what they could do to have the historical designation removed.

Mr. Alwardt said he could look to see if the Batavia Municipal Code contains any information relating to local historic designations.

The board discussed sending a reminder to properties with a local historical designation. Doing so might alleviate this situation happening again.

Mr. Duffy closed the public hearing at 5:14 p.m.

### **3. Action by the Board**

**MOTION:** Ms. Boyd moved to approve the project as presented; Ms. Green seconded the motion, and all voted in favor.

**RESULT: Approval of the application.**

## **V. Wonderland of Trees**

Mr. Duffy asked the board members about participating in the Holland Land Office Museum annual Wonderland of Trees, and it was agreed they would. The registration fee is \$10. Preparation is scheduled for the week of November 14, with the event beginning on November 18.

## **VI. Adjournment**

The board adjourned at 5:14 p.m.



Meg Chilano  
Recording Secretary