

# HISTORIC PRESERVATION COMMISSION

## *Official Minutes*

Wednesday June 23, 2016

6:00 pm

City Hall, One Batavia City Centre, Batavia New York

**Members Present:** *Sharon Burkel, Henry Emmans, Paul Schulte, Larry Barnes*

**Others Present:** Janice Smith – Recording Secretary, Ron Panek—Code Enforcement Officer  
Matt Worth – Director of Public Works, Jason Molino – City Manager

### **I. Call to order:**

The meeting was opened at 6:03 pm by City Manager Jason Molino.

### **II. Special Orders:**

**A. Election of Chair & Vice Chair** – Mr. Molino explained to the commission that someone would nominate a person for Chair and then someone would second that. The person that was nominated for the position can accept or decline. Then the same process for vice chair. Mr. Barnes nominated Paul Schulte for Chairman; Ms. Burkel seconded. Mr. Schulte accepted the nomination for Chairman. All voted in favor 4-0.

Ms. Burkel nominated Larry Barnes for Vice Chair; Mr. Schulte seconded. Mr. Barnes turned down the nomination for Vice Chair.

Mr. Barnes nominated Sharon Burkel for Vice Chair; Mr. Schulte seconded. Ms. Burkel said she is willing to be Vice Chair. All voted in Favor 4-0.

### **III. Public Hearings:**

**A. 302 East Main Street – New roof and stain-glass window repair.** Mr. Dedo, a representative for the First Presbyterian Church, explained the project to the commission. He said that the 18' x 7' roof is in need of replacing on the west side facing Liberty Street. Mr. Barnes asked which roof he was referring to because there were two in the picture. Mr. Dedo answered that the measurement, 18' x 7', was a combined total of both small roofs. Ms. Burkel stated since this is a repair Mr. Dedo would not need a certificate of appropriateness from the Commission. Mr. Worth stated for Mr. Panek to issue a building permit he would need to have the commission vote on this matter and issue a certificate of appropriateness.

Next, Mr. Dedo explained that the First Presbyterian Church is also repairing the stain-glass windows. Ms. Burkel said that she has been helping Mr. Dedo apply for a grant for this. Ms. Burkel explained that two of the windows have to be removed and repaired but the rest of the windows will be able to be repaired on site. Ms. Burkel asked if a certificate of appropriateness is needed since it is considered repair. Mr. Worth explained that no action is required on the windows.

The Public hearing was closed at 6:15pm.

**Motion by: Sharon Burkel**

Motion was made to approve the roof project proposal for First Presbyterian Church as presented.

Seconded by: Larry Barnes

Vote for: 4

Abstained: 0

Vote against: 0

Ms. Burkel told Mr. Dedo that after the tower windows are removed that she would like the person repairing them to come in front of the commission and give a brief presentation pertaining to the restoration work.

**IV. Approval of minutes**

**Motion by: Sharon Burkel**

Motion was made to approve the meeting minutes for December 16, 2015 as written.

Seconded by: Henry Emmans

Vote for: 4

Abstained: 0

Vote against: 0

**V. Communications Sent and Received :**

- A. Alliance Review.** Mr. Barnes stated that he received a publication. He passed it to the other members.
- B. Email from 101 Washington Avenue.** Dr. Frias emailed HPC stating that he will be doing some repair work on his windows this summer. Ms. Burkel asked if this is something for which HPC needs to have Dr. Frias get a certificate of appropriateness. Mr. Panek stated that he reviewed the application and since it is repair work and it is in kind, no action is needed. Mr. Worth said that in the future there will be a cover letter in the HPC Agenda stating that the application had been reviewed and there were no requirements.

**VI. Old Business:**

- A. 40 Ellicott Street - Ellicott Station.** Ms. Burkel asked for an update on the Ellicott Station project. Mr. Molino stated that NYSDEC put out a press release this week for public comments for the environmental remediation plan per the requirements of the brownfield clean up program. Spring of 2016 the City Council foreclosed on the property, and then transferred the property to the Batavia Development Corp. (BDC). There were soil borings taken of the property to verify that there is enough contaminations on the property to make it possible to be a part of the brownfield cleanup program. Savarino is the developer for this project. They are looking at adding new buildings as well as restoring some of the old.

**VII. New Business:**

- A. Recruitment of HPC Members.** Mr. Schulte asked if anyone would have an issue with his wife joining the HPC. Mr. Barnes answered that they would not have a problem with it but that the City Council are the ones that appoint individuals for the HPC. Mr. Molino stated that he would ask the City Attorney if there would be a conflict with that, after she filled out an application. Ms. Burkel asked if there was any way to have members on the board from outside the City. Mr. Molino explained it would have to go in front of the City Council. Ms. Burkel asked when the last time an ad went out; the answer was April 2016.

## **VIII. Adjournment**

**Motion by: Paul Schulte**

Motion was made to close the meeting at 6:45 pm.

Seconded by: Sharon Burkel

Vote for: 4

Vote against: 0

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Janice Smith

Administrative Assistant of Public Works