



City of North Tonawanda

Historic Preservation Commission

City Hall
216 Payne Ave.
North Tonawanda, NY 14120

Regular Meeting February 15, 2021
Location changed to virtual due to COVID-19 closure of City Hall

Minutes

Present: Joe Fonzi, April Gampp, Kristin Derby, Andrew Kletke, Erin Robinson, James Partsch
Excused: Jay Soemann

Meeting called to order 6:04pm.

Old business

September minutes

Motion to approve the minutes from the regular November meeting

1st Joe Fonzi 2nd Andrew Kletke

All in favor

 6 Aye 0 Nay

Sweeney Estate District Update

Preservation Buffalo Niagara is hosting Historic Tax Credit webinars on a recurring monthly basis. These are free (suggested donation) and cover parts 2 and 3 of the HTC application. Please pass this information on if any residents ask. These dates are shared on NTHPC's social media as well.

PLNYS Grants

Preserve New York Grant has a pre-application process, final application is due Monday, April 12. Kristin is attending webinar to learn more about if this is applicable to website/educational goals of NTHPC. PLNYS also has web events upcoming including window rehabilitation.

City Website

Clerk/Treasurer has updated links, documents, and applications. There are remaining typos and missing minutes. Kristin and April will go over original ask list and audit what has been updated. James may be able to assist with build out of the site architecture, leaving editing and hosting to the NTHPC. James, Kristin, and April will work together to plan for what is best approach for NTHPC.

New business

Welcome to James Partsch! James was appointed by Mayor Pappas last month (January).
Downtown lighting – No COA received. Kristin will reach out to LCDC about proposed plans.
Downtown Signage – No COA received. NTHPC agreed to draft a courtesy letter to Joy Kuebeler about items within the district that are necessary for review as her building project is starting. New signs have been installed on Oliver/Goundry and are incorrect. April will follow up with documentation.

Riviera Theatre Mural – No application has been submitted yet, but the President spoke to Kristin about proposed additions/repainting to the current mural with the addition of lighting. This is an upcoming project. The mural portion is being replaced in kind, lighting will be new. Kristin advised that drawings and proposal should be submitted to NTHPC prior to work beginning. Joe confirmed this is the correct process.

CAMP Training – Virtual CAMP training is available March 29, March 31. Kristin attended this training in July. Professional credits are available for Real Estate, Architects, and Design Professionals. Joe reminded members that training is beneficial and required by a majority of members.

Open Discussion

Goundry St. Post Office – Kristin and April reached out to James Finelli at SHPO regarding any work applications. None were received but from street level it can be confirmed that windows were being remediated, original glass and design are still present.

54 Webster Street – Spot Coffee is open, the building is almost complete in approved work. Kristin noted that there is temporary vinyl signage installed on second floor, members agreed to wait 1-2 weeks to see if it is removed after opening. There is an agenda item on the Council Meeting Agenda (2/16/21) for outdoor seating. Any installation (barriers, lighting, awning, signage, etc.) should come through NTHPC. Kristin will contact Council that these plans should be sent through NTHPC for final design review.

Preservation Buffalo Niagara Preservation Passport – Sweeney Estate District was featured in PBN's Winter 2020-21 newsletter and will be a part of their Preservation Passport program. This is a printed booklet of historic neighborhoods throughout WNY available to their member base, highlighting architectural styles and local history.

All agenda items covered

Motion to close the meeting

1st Joe Fonzi 2nd April Gampp

All in favor

 6 Aye 0 Nay

Next meeting will be virtual due to COVID-19 City Hall Closure.