



# City of North Tonawanda

## Historic Preservation Commission

City Hall  
216 Payne Ave.  
North Tonawanda, NY 14120

Regular Meeting July 16, 2018

### Minutes

Present: April Gampp, Jay Soemann, Rae Proefrock, Amber Holycross, Linda Hayes, Kristin Derby

Absent: Dennis Pasiak, Joe Fonzi

Meeting called to order 6:00pm.

#### Certificate of appropriateness applications

Certificate of appropriateness application presented for 74 Webster St., The Boardroom NT, Inc. Store sign will be a flat sign with high gloss enamel paint, MDO boards, and hex nut screws. The board logo will be raised while the letters will be either wood cut outs or painted. Sign is going to be provided by Signs by Jake.

#### Motion to approve application with plans presented

1<sup>st</sup> Jay Soemann      2<sup>nd</sup> Linda Hayes  
  5   Aye        0   Nay

Certificate of appropriateness application presented for 62 Webster St., Escape Room Adventures. The business has been open for 1.5 years, application presented for original vinyl sign that was altered to be in a wood frame, currently hung. Business owner explained the machinery used for the adjacent business' awning was available to them so they hung the sign. Business owners presented the case for poly/vinyl signage for long lasting signage, existing signage on city poles, and financial repercussions with no signage. Rae and Jay brought up the issue of vinyl not looking period specific. Rae would like to see signage that is not all vinyl, Jay noted that other businesses have been allowed to use vinyl lettering on wood signs as a longer lasting alternative to paint. Rae also noted that this building is on the National Register – interior and exterior are important to remain as close to original as possible.

#### Motion to approve application with photographs presented

1<sup>st</sup> Amber Holycross      2<sup>nd</sup> Jay Soemann  
  5   Aye        0   Nay

Certificate of appropriateness application presented for 72 Webster St., Prosper Brewing. Business owner not present but submitted detailed plans and images with their application.

Motion to approve application with plans presented

1<sup>st</sup> Jay Soemann      2<sup>nd</sup> Rae Proefrock

  5   Aye        0   Nay

New business discussed

CLG Training was informative – April and Amber attended. The seminar reiterated that best practices should be utilized; currently we open ourselves to liability by not referencing the Secretary of the Interior standards in approvals. To change this, the common council would need to officially adopt the 2014 standards, which would only be an amendment to the current charter. The approval letter should reference the standards and checklist. The alternative is to reference original writing of the district, it's significance, and why. Kristin will follow up with the historian on CLG application – this should be in council minutes or in the attorney's office.

CLG sessions also advised promoting preservation, the commission's mission, and meetings through social media.

April and Amber raised the idea that training once a year and an attendance policy be implemented. Continuing education/training should be a line in the Mayor's budget for \$1,000.

Amber will follow up with the Mayor about attendance and bylaws – potentially creating a rule of no more than 3 absences without good reason/proactive participation. This will require a full quorum of the board, any absences or lack of effort is not fair to other members of the board.

Siding has been removed at 126-128 Main Street without an application or notice to the Commission. The building inspector should be contacted to see what a permit was issued for and any further plans.

April contacted Dan about website updates. She will continue to work with the Clerk's office.

Amber asked locations where the Commission can hold an informational meeting in September for residents and owners of the Lumber Baron District. Kristin will follow up with Barbara Hughes for the Carnegie Art Center to check on availability the week of Sep. 10<sup>th</sup>. There will need to be 30 days notice for residents. First choice is Carnegie Art Center, second Remington building, third the Riviera Theatre.

Amber reminded all members to track time for the Lumber Baron District.

Motion to adjourn: 7:15

1<sup>st</sup> Rae Proefrock      2<sup>nd</sup> April Gampp

All in favor

  5   Aye        0   Nay