

MINUTES
February 25, 2019
Historic Preservation Commission
City of Batavia

Please **NOTE:** These minutes are not a word-for-word transcription of the statements made at the meeting, nor intended to be a comprehensive review of all discussions. They are intended to make an official record of the actions taken by the Committee/City Council, and to include some description of discussion points as understood by the minute-taker. They may not reference some of the individual attendee's comments, nor the complete comments if referenced.

1. Meeting Called to Order

Chair Hagemann called the meeting to order at 5:28pm.

2. Roll Call

Members Present: Chair Hagemann; Vice-Chair Roller; Commissioners Sherer and Bus

Members Absent: Commissioners Sullivan and Hohmann

Also Present: Jeff Albertson, Building Commissioner; Scott Buening, Director of Community Development; Jennifer Austin-Smith, Recording Secretary

3. Approval of Minutes:

Motion: To approve the minutes from January 14, 2019

Maker: Bus

Second: Roller

Voice Vote: 4 Ayes, 0 Nays, 2 Absent
Motion carried.

4. Items to be Removed, Added or Changed

There were no items to be removed, added or changed.

5. Matters From the Public (for items not on the agenda)

There were no matters from the public.

6. COA Review: 102/104 First Street – Wall Signs (Cross Country Mortgage, applicant)

Cynthia Paloucek, Cross Country Mortgage, addressed the Commission. She stated that there are four different color variations submitted. The signs would go within the same footprint of signage that was previously on the building. They also want to put the office hours and the required Federal and State licensing requirements on the actual window. She explained that the door is too small to put this information on. Albertson stated that as long as only 25% of the window is dedicated to signage it would comply with the Zoning Code.

Paloucek stated that they wanted to go with the black or the green color sign. They do not want to do the white because it may appear dirty over time. Chair Hagemann asked which color is their

preferred color and she answered that the preferred color would be green. Albertson noted that this is a significant building.

Motion: To approve the COA as submitted with either the green or the black color
Maker: Roller
Second: Bus
Roll Call Vote: **Aye:** Roller, Hagemann, Sherer, Bus
Nay: None
4-0 Vote, 2 Absent, Motion carried.

7. Comprehensive Plan Update – Downtown Area – Scott Buening

Buening reported that the Historic Preservation Commission had asked about the Comprehensive Plan for the Downtown and updates on where the City stands with those items. Buening stated that back in 2001 the City had created a Downtown Master Plan and as time went on the Comprehensive Plan was created in 2007 and replaced the Downtown Master Plan (DMP). The reason why the DMP was replaced was because the document became very cumbersome, too detailed and too tough on new businesses.

Buening continued that downtown planning is one of the goals to achieve this year as part of the Strategic Planning efforts. Based on the fact that there is election this year, staff felt it behooved the City to wait until the new City Council is seated. There is the potential of five new members. The new City Council would receive copies of the Comprehensive Plan, as it exists today, and the DMP and time to review them for discussion in June 2019. Buening stated that it is important to look at this holistically verses quadrant by quadrant because what happens in one area can affect another area.

The HPC discussed the need for funding the streetscape and development and redevelopment projects to invest into the streetscape. The HPC discussed the staff approval process, preserving the history of the downtown, design of One Washington Place and the HPC's contribution to the incorporation of the architecture of the former church steeple, preventing historic buildings from getting beyond repair, the pump house demolition and how disappointing it would be if development does not happen as planned, including in the Comprehensive Plan the possibility of contaminated soil and planning for it, and downtown planning as part of the Comprehensive Plan but separate to easily update. Buening discussed the possibility to hire a consultant for downtown planning and how it may take up to two years with a consultant to finalize downtown planning.

Bus thanked Scott Buening for attending the meeting and stated that at some point the HPC should encourage the City Council to update the Strategic Plan because there has been so much that has happened since 2007. Buening stated that if there were no movement or activity seen by August 2019 it would be appropriate that the HPC make a motion to request the update of the Strategic Plan. Bus stated that the HPC supports the option of moving ahead on the Comprehensive Plan. Buening stated that if there were anything stalling he would return to the HPC for their support.

8. Updates:

- 1. 7 East Wilson Street – Historic Inspection**
- 2. Anderson Block Building – Masonry Maintenance**
- 3. Significant Historic Building Inspection Program**
- 4. 10/12 North River Street – Historic Inspection**
- 5. 227 West Wilson Street – Historic Inspection**
- 6. 129 South Batavia Avenue – Historic Inspection**
- 7. 8 North River Street – Historic Inspection**
- 8. 16 East Wilson Street – Historic Inspection**
- 9. Certified Local Government**

Albertson stated that 7 East Wilson and 8 North River Street are both up for adjudication. 227 West Wilson Street is completed. 10/12 North River Street is in progress and being worked on currently. 129 South Batavia Ave brickwork and roofing has been done last year. The wood part of the façade is planned for this year once the weather is better. The Anderson Block Building and 16 East Wilson Building will be discussed again with Mr. Marconi. Albertson will report back on these buildings. Certified Local Government is being worked on. Buening stated that he would double check all of the paperwork and get the Mayor to sign an updated letter. Buening will inform the Commission when the Certified Local Government paperwork is submitted.

9. Other Business

Hagemann asked about the Design Guidelines. Albertson stated that he plans on delivering it to the Committee of the Whole in March 2019.

10. Adjournment

There being no other business to discuss, Chair Hagemann asked for a motion to adjourn the meeting at 6:28pm; Made by Sherer; Seconded by Bus. Motion carried.