

MINUTES
November 22, 2021
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 Commission/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

Vice-Chair Bus called the meeting to order at 5:43pm.

2. Roll Call

Members Present: Vice-Chair Bus; Commissioners Alderson, Barraza, and Koc

Members Absent: Commissioner Saam

Also Present: Jeff Albertson, Building Commissioner

3. Approval of Minutes: October 25, 2021

Motion: To approve the minutes from October 25, 2021

Maker: Barraza

Second: Alderson

Voice Vote: 4 Ayes, 0 Nays, 1 Absent
Motion carried.

4. Items to be Removed, Added or Changed

Mayor Schielke welcomed Commissioner Alderson to the Historic Preservation Commission (HPC).

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

There were no matters from the public.

6. COA Review: 60 N Island Ave

Wall Sign (Ez-Tech Design, Applicant)

Mark Williams, applicant, addressed the Committee. Williams reported that this is a channel letter sign. It is a two-color face channel with the letter 'E' and all is mounted to a raceway. The tagline section is a separate section that would be flush mounted.

Vice-Chair Bus noted this is on a non-contributing building. Albertson stated that the sign complies with the Zoning Code.

Motion: To approve the COA as presented

Maker: Barraza

Second: Alderson

Roll Call Vote: Aye: Barraza, Alderson, Koc, Bus

Nay:

4-0 Vote, 1 Absent. Motion carried.

7. Landmark Designation Procedure Revisions (City of Batavia, applicant)

Vice-Chair Bus reported on the reason behind this procedure revision. He stated that there should be some consensus from the property owners and these are good changes. Albertson stated that clarification has been made in the code that the application is not considered complete until there is consent from the property owner or proof that they have been notified of the application. Another clarification is photos are required of all sides of the building as long as they could obtain photos without trespassing on the property. And finally, allowing more input from the property owner. If the property owner objects to the designation then it requires a two-thirds majority of the City Council to approve the designation.

Alderson questioned what constitutes proof of notification and if this could become a dodging game. Albertson answered that notification would be sent by certified mail and have the letter signed. It is considered notice if there is an attempt to serve three times.

Motion: To recommend approval of the Landmark Designation Procedure revisions

Maker: Barraza

Second: Alderson

Roll Call Vote: **Aye:** Barraza, Koc, Alderson, Bus

Nay:

4-0 Vote, 1 Absent. Motion carried.

8. Election of Officers

Vice-Chair Bus reported he created a nominating Committee for the election of officers. The Nominating Committee consisted of Barraza, Saam, and Bus. Barraza announced the Nominating Committee recommends Phil Bus as the Chair and Robin Barraza as Vice-Chair. Bus opened the floor to other nominations. There were none. A voice vote was requested by Bus and all were in favor of Bus for chairman and Barraza as Vice-Chair.

Review of preservation plan and ordinances so that we all have a better understanding of those.

9. Updates:

- 1. 7 East Wilson Street – Historic Inspection**
- 2. Anderson Block Building – Masonry Maintenance**
- 3. Significant Historic Building Inspection Program**
- 4. 227 West Wilson Street – Historic Inspection**
- 5. 16 East Wilson Street – Historic Inspection**

Albertson stated that there were no updates at this time.

10. Other Business

Chair Bus stated that the HPC could review the preservation plan and ordinances and work on a schedule to update the Comprehensive Plan. He stated that walking tours of the downtown could be helpful to view the products on the older buildings.

Albertson reported One Washington Place submitted a permit for Phase One. Building permit needed by early March. There is a proposal for a similar type of development by BEI on the Shumway property.

11. Adjournment

There being no other business to discuss, Vice-Chair Bus asked for a motion to adjourn the meeting at 6:08pm; Made by Barraza Seconded by Alderson. All were in favor. Motion carried.

Minutes respectfully submitted by Jennifer Austin-Smith, Recording Secretary