

**PRESENT** Norman Machelor, Doreen Albee, Tasia Fitzpatrick, Joseph Sorce, Savana Bevacqua, Clerk Fundis

**CALL TO ORDER** Chairman Machelor called the meeting to order at 7:13pm.

**MINUTES** A motion was made by Doreen Albee seconded by Tasia Fitzpatrick and passed unanimously to approve the June 14, 2021 meeting minutes, with the request that the start time of the meeting be corrected.

**NEW BUSINESS** **480 Center – Trait – Carre**  
A motion was made by Doreen Albee seconded by Tasia Fitzpatrick and passed unanimously to approve the sign application as submitted for a 3x3 metal sign, to be suspended from the interior of the window, along with non-direct up lighting. This approval includes informational vinyl window decals to be placed on the front door. Albee clarified that this approval was granted with only five generic words to be used on the sign to describe the type of business, as permitted in the Village Code.

**486 Center –Stuarts**

A motion was made by Savana Bevacqua seconded by Tasia Fitzpatrick and passed unanimously to approve the white oak wall sign, for a size allowable up to 34 square feet, or recommend applying for a variance with the Zoning Board of Appeals for the additional 8 square feet that was requested.

Building Inspector/Zoning Officer Candella addressed the sign being larger than what is permitted in the Village Code, but stated that he approves of it, as this is the same size that was approved in the past when the prior sign was put up.

Chairman Machelor stated that the request for the additional square footage will have to go to the Zoning Board of Appeals as stated in the Village Code, “No sign shall be erected, placed or altered at any place in the Village of Lewiston except as provided by this chapter and only after a permit has been issued in compliance with the provisions of this chapter, unless expressly stated otherwise”

**806 Center – Colonial Village Plaza**

A motion was made by Tasia Fitzpatrick seconded by Joseph Sorce and passed unanimously to approve the sign application as presented, for improvements to the existing pole sign, with a new face, decorative roof and pole cover in different shades of gray.

**906 Center/806 Cayuga – Tops**

A motion was made by Savana Bevacqua seconded by Doreen Albee and passed unanimously to approve the sign application as presented, for a 4’x 4’ circular Starbucks logo aluminum stationary sign, to be placed on the left side of the main entrance of the building, and a 24”x 94” Starbucks cabinet to be added to the existing pole sign.

**620 Center - St. Peter R.C. Parish Façade**

The Planning Board received a concept for repair of the façade of 620 Center St.

**265 Portage – Be OK Mural**

A motion was made by Doreen Albee seconded by Joseph Sorce and passed unanimously to table the concept art for a floral mural for the side of the building.

**Village Code Guidelines**

Tasia Fitzpatrick addressed the process in which applications for business, and that the current procedures are not in line with the Village Code. Fitzpatrick made a suggestion for a comment section to be added to the bottom of the submitted documents for Candella to make comments and grant his approval.

**DISCUSSION Artpark – Sidewalk Art Proposal**

A discussion ensued regarding a presentation for a sidewalk art proposal to run from the corner of 4<sup>th</sup> and Center Street, to run down the east side of South 4<sup>th</sup> Street heading to Artpark. No action was taken.

**Pop-Up Vendors**

Tasia Fitzpatrick asked if businesses were allowed to have others set up tables outside of a property to sell merchandise. Fitzpatrick said she noticed this at a few locations on Center Street.

Mayor Welch and Candella stated that this was not permitted and would take a look into it. Doreen Albee added that this could fall in line with Chapter 14 of the Village Code, regarding peddlers and hawkers.

**ZONING  
OFFICER  
REPORT**

Building Inspector/Zoning Officer Candella asked the Planning Commission members to take a look at a new sign placed at Fast Tract Real Estate, located at 155 Portage Road. Candella stated that a new sign was added that is hanging too low and is not in compliance.

**ADJOURNMENT**

A motion was made by Joseph Sorce seconded by Doreen Albee and passed unanimously to adjourn the meeting at 8:02pm.

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Shannon Fundis, Clerk