



**MINUTES  
TOWN OF AMHERST  
HISTORIC PRESERVATION COMMISSION MEETING  
September 9, 2025  
7:00 PM**

**ROLL CALL**

| Attendee Name            | Organization    | Title             | Status  | Arrived |
|--------------------------|-----------------|-------------------|---------|---------|
| Catherine Waterman-Kulpa | Town of Amherst | Vice Chairman     | Present |         |
| Jennifer D. Kensy        | Town of Amherst | Member            | Present |         |
| Mary Lou Mancuso         | Town of Amherst | Member            | Present |         |
| Brian Swartz             | Town of Amherst | Chairman          | Present |         |
| Norman J. Hirschey       | Town of Amherst | Member            | Absent  |         |
| Jeffery Amplement        | Town of Amherst | Member            | Absent  |         |
| Hallie Wright            | Town of Amherst | Member            | Present |         |
| Bryan Fadel              | Town of Amherst | Sr. Clerk Typist  | Present |         |
| James Quinn              | Town of Amherst | Assistant Planner | Present |         |
| Dan Howard               | Town of Amherst | Planning Director | Present |         |

**MINUTES APPROVAL**

August 12, 2025 Minutes

Ms. Kensy made a motion to approve the August 12, 2025 minutes. The motion was seconded by Ms. Waterman-Kulpa and carried. Ayes 5, Noes 0, Absent 2 (Amplement, Hirschey).

|                  |                                                |
|------------------|------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>                    |
| <b>MOVER:</b>    | Jennifer D. Kensy, Member                      |
| <b>SECONDER:</b> | Catherine Waterman-Kulpa, Vice Chairman        |
| <b>AYES:</b>     | Waterman-Kulpa, Kensy, Mancuso, Swartz, Wright |
| <b>ABSENT:</b>   | Hirschey, Amplement                            |

**NEW BUSINESS**

**OLD BUSINESS**

1. DEMOLITION REFERRAL - 6350 MAIN STREET  
August 12, 2025

The Commission reviewed information regarding the proposed demolition of a building and garage towards the middle of the Gateway Longview campus at 6350 Main Street. The Commission made plans to form a working group to complete research before making a decision.

Mr. Swartz made a motion to adjourn. The motion was seconded by Ms. Waterman-Kulpa and carried. Ayes 5, Noes 0, Absent 2 (Mancuso, Hirschey).

### **September 9, 2025**

The Commission discussed that additional research had not uncovered any relevant information regarding the buildings in the demolition referral. It was also mentioned that the structures, which are most likely part of the original farm, are not accessible to the public. Mr. Swartz made a motion to approve the demolition referral for the house and garage at 6350 Main Street. The motion was seconded by Ms. Kensy. After further discussion, the motion was rescinded.

Ms. Waterman-Kulpa made a motion that the HPC will not move forward with a local landmark nomination for the house and garage at 6350 Main Street due to their condition and lack of information pertaining to the original farm. The motion was seconded by Ms. Mancuso and carried. Ayes 5, Noes 0, Absent 2 (Amplement, Hirschey).

|                  |                                                |
|------------------|------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>                    |
| <b>MOVER:</b>    | Catherine Waterman-Kulpa, Vice Chairman        |
| <b>SECONDER:</b> | Mary Lou Mancuso, Member                       |
| <b>AYES:</b>     | Waterman-Kulpa, Kensy, Mancuso, Swartz, Wright |
| <b>ABSENT:</b>   | Hirschey, Amplement                            |

### 2. **TAX EXEMPTION LAW**

The Commission discussed developing a plan to notify the public about the tax exemption law, particularly those with blue-rated properties, and Mr. Howard suggested adding this information to the Town website.

Ms. Waterman-Kulpa made a motion to use up to \$250 of the HPC budget to create educational material on the tax exemption law. The motion was seconded by Mr. Swartz and carried. Ayes 5, Noes 0, Absent 2 (Amplement, Hirschey).

|                  |                                                |
|------------------|------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>                    |
| <b>MOVER:</b>    | Catherine Waterman-Kulpa, Vice Chairman        |
| <b>SECONDER:</b> | Brian Swartz, Chairman                         |
| <b>AYES:</b>     | Waterman-Kulpa, Kensy, Mancuso, Swartz, Wright |
| <b>ABSENT:</b>   | Hirschey, Amplement                            |

### 3. **TRAINING & WEBSITE**

The Commission discussed completing any required training by the end of the year as well as general plans for the HPC roundtable on Thursday, November 13 at 6:30pm.

Mr. Swartz made a motion to utilize up to \$200 for food and drink for the roundtable. The motion was seconded by Ms. Wright and carried. Ayes 5, Noes 0, Absent 2 (Amplement, Hirschey).

Ms. Kensy made a motion to put \$150 towards 2026 NAPC organizational membership. The motion was seconded by Mr. Swartz and carried. Ayes 5, Noes 0, Absent 2 (Amplement, Hirschey).

Ms. Waterman-Kulpa made a motion to spend up to \$250 for a banner for HPC events. The motion was seconded by Mr. Swartz and carried. Ayes 5, Noes 0, Absent 2 (Amplement, Hirschey).

|                  |                                                |
|------------------|------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>                    |
| <b>MOVER:</b>    | Brian Swartz, Chairman                         |
| <b>SECONDER:</b> | Hallie Wright, Member                          |
| <b>AYES:</b>     | Waterman-Kulpa, Kensy, Mancuso, Swartz, Wright |
| <b>ABSENT:</b>   | Hirschey, Amplement                            |

### **MISCELLANEOUS**

### **ADJOURNMENT**

The Historic Preservation Commission meeting of September 9, 2025 was adjourned at 7:20pm.



**MINUTES  
TOWN OF AMHERST  
HISTORIC PRESERVATION COMMISSION MEETING  
August 12, 2025  
7:00 PM**

**ROLL CALL**

| Attendee Name            | Organization    | Title             | Status  | Arrived |
|--------------------------|-----------------|-------------------|---------|---------|
| Catherine Waterman-Kulpa | Town of Amherst | Vice Chairman     | Late    | 7:04 PM |
| Jennifer D. Kensy        | Town of Amherst | Member            | Present |         |
| Mary Lou Mancuso         | Town of Amherst | Member            | Absent  |         |
| Brian Swartz             | Town of Amherst | Chairman          | Present |         |
| Norman J. Hirschey       | Town of Amherst | Member            | Absent  |         |
| Jeffery Amplement        | Town of Amherst | Member            | Present |         |
| Hallie Wright            | Town of Amherst | Member            | Present |         |
| Angela Marinucci         | Town of Amherst | Councilmember     | Present |         |
| Bryan Fadel              | Town of Amherst | Sr. Clerk Typist  | Present |         |
| James Quinn              | Town of Amherst | Assistant Planner | Present |         |
| Dan Howard               | Town of Amherst | Planning Director | Late    | 7:01 PM |

**MINUTES APPROVAL**

June 10, 2025 Minutes

Ms. Kensy made a motion to approve the June 10, 2025 minutes. The motion was seconded by Ms. Wright and carried. Ayes 4, Noes 0, Absent 3 (Waterman-Kulpa - late, Mancuso, Hirschey).

|                  |                                                  |
|------------------|--------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>                      |
| <b>MOVER:</b>    | Jennifer D. Kensy, Member                        |
| <b>SECONDER:</b> | Hallie Wright, Member                            |
| <b>AYES:</b>     | Waterman-Kulpa, Kensy, Swartz, Amplement, Wright |
| <b>ABSENT:</b>   | Mancuso, Hirschey                                |

**NEW BUSINESS**

1. DEMOLITION REFERRAL - 6350 MAIN STREET



The Commission reviewed information regarding the proposed demolition of a building and garage towards the middle of the Gateway Longview campus at 6350 Main Street. The Commission made plans to form a working group to complete research before making a decision.

Mr. Swartz made a motion to adjourn. The motion was seconded by Ms. Waterman-Kulpa and carried. Ayes 5, Noes 0, Absent 2 (Mancuso, Hirschey).

**RESULT: ADJOURNED**

**Next: 9/9/2025 7:00 PM**

## **OLD BUSINESS**

### 2. PRESERVATION DAY 2025

The Commission discussed possibly changing some Preservation Day details for next year, such as moving it from the summer and exploring other options for advertising.

**RESULT: NO ACTION**

### 3. TAX EXEMPTION LAW

Ms. Wright presented information regarding Section 175 Article VIII of Town Code (Exemption for Historic Property Alterations and Rehabilitation) and the Commission discussed. Mr. Howard suggested compiling a list of questions to submit to the Assessor's Office. He also suggested the HPC present their priorities during upcoming discussions regarding updating the Town's Comprehensive Plan.

**RESULT: NO ACTION**

### 4. TRAINING & WEBSITE

The Commission discussed upcoming training opportunities.

**RESULT: NO ACTION**

## **MISCELLANEOUS**

### 5. BUDGET

The Commission discussed how to use the remaining \$1300 of their budget, including \$150 NAPC membership and maximum of \$200 for fall roundtable.

**RESULT: NO ACTION**

## **ADJOURNMENT**

Tom Frank, 5403 Main Street, addressed the Commission regarding Niagara River Greenway funding despite there being no public comment. The Historic Preservation Commission meeting of August 12, 2025 was adjourned at 8:25pm.

OFFICE USE Address: 6350 MAIN ST APPL. #: AB-2025-2405  
 Type: DEMO - House + GARAGE Date Rec'd: 7/2/25  
☐ Rolled Plans

Town of

**AMHERST  
BUILDING  
DEPARTMENT**  
 "Building Safety is No Accident"

## 2025 BUILDING PERMIT APPLICATION

MAKE CHECKS PAYABLE TO: TOWN OF AMHERST  
 AMHERST BUILDING DEPARTMENT / 5583 MAIN ST. / WILLIAMSVILLE, NY 14221  
 Phone: (716) 631-7080 Fax: (716) 631-7192 <https://www.amherst.ny.us>  
 PERMIT MUST BE PROCESSED PRIOR TO STARTING WORK

### FILL OUT ALL APPLICABLE AREAS OF APPLICATION

Project Address: 6350 Main Street Rear House + Garage  
 Applicant (Petitioner): Junk Escape + Demolition  
 Applicant Address (No. & Street): 877 George Urban Blvd  
 Applicant (City & Zip Code): Chicktown NY 14225  
 Applicant Phone: 716-339-9723  
 Applicant Email: JunkEscapeanddemo@gmail.com  
 Property Owner Name: Gateway United Methodist School + Church  
 Property Owner Address: 6350 Main Street  
 (If different than Project Address)  
 Property Owner Phone:  
 Property Owner Email:  
 Estimated Value of Work (Exclusive of Land): \$ 12,000.00  
 Description of Proposed Work: Demolition

### CONTRACTORS

NYS WORKERS COMPENSATION & DISABILITY BENEFITS INSURANCES ON FILE? YES ☒ NO ☐

Junk Escape + Demolition  
 GENERAL CONTRACTOR

877 George Urban Blvd  
 ADDRESS

PLUMBING CONTRACTOR

ADDRESS

ELECTRICAL CONTRACTOR

ADDRESS

HEATING, VENTILATING & AC CONTRACTOR

ADDRESS

FIRE PROTECTION CONTRACTOR

ADDRESS

**PLUMBING** – If any Plumbing work is planned a separate Plumbing Permit is required (see reverse)

**ELECTRICAL INFORMATION** Power Co: ☐ National Grid ☐ NYSEG ESR# \_\_\_\_\_

ELEC SUBCONTRACTOR STATEMENT SUBMITTED ☐ SERVICE SIZE \_\_\_\_\_ # of METERS \_\_\_\_\_

### PROPERTY INFORMATION:

BUILDING ADDRESS: \_\_\_\_\_ SBL#: \_\_\_\_\_ Occupancy Classification: \_\_\_\_\_

SUBDIVISION: \_\_\_\_\_ Map Cover#: \_\_\_\_\_ Sub Lot#: \_\_\_\_\_

### TOWN CLERK - RECEIPT OF FILING FEE:

FEE:

BP Filing Fee: \$ \_\_\_\_\_ BP Fee: \$ 350

Elec Filing Fee: \$ \_\_\_\_\_ Elec Fee: \$ \_\_\_\_\_

Submit information to:

Commissioner of Building, Municipal Building  
**MAKE CHECKS PAYABLE TO: TOWN OF AMHERST**  
**AMHERST BUILDING DEPARTMENT / 5583 MAIN ST. / WILLIAMSVILLE, NY 14221**  
 Phone: (716) 631-7080 Fax: (716) 631-7192 <https://www.amherst.ny.us>  
**PERMIT MUST BE PROCESSED PRIOR TO STARTING WORK**

**EACH APPLICATION MUST BE ACCOMPANIED WITH THE FOLLOWING:**

**RESIDENTIAL BUILDINGS:**

- 1) Three complete sets of working plans drawn to scale (preferably 1/4" to 1")  
 Additions must show abutting rooms with window sizes.
- 2) Three plot plans including building location on property showing front, rear and side yards;  
 building dimensions, parking area and sidewalks, and flood plain information.  
 Note: a property survey may be required for an irregular shaped lot.
- 3) Two sets of complete specifications (May be incorporated onto plans).
- 4) Energy Code calculations.
- 5) Geotechnical Analysis (which includes a Soil Bearing test)
- 6) Curb cut permit and initial cut approval from Highway Department.
- 7) Filing Fee equal to 1/2 the Building Permit fee

**OTHER THAN RESIDENTIAL:**

- 1) Three sets of plans as stated above.
- 2) One copy of complete specifications.
- 3) One copy of energy code calculations, structural calculations, etc. (depending on circumstances).
- 4) Statement of Special Inspections in accordance with Section 1704.1 of the Building Code of New York State.
- 5) Filing Fee equal to 1/2 the Building Permit fee

**NOTE:** All plans and specifications must be imprinted with the seal and signature of an Architect or Professional Engineer, registered and licensed in the State of New York, in accordance with NYS Education Law. Submit one set with original seal; others may be copies.

**PLUMBING:** All plumbing performed within the Town of Amherst must have a plumbing permit and must be inspected, regardless of who performs the work.  
 Homeowners may perform plumbing on a one or two family residence owned and occupied by him/her provided that the plumbing and drainage board grants permission and files appropriate plans and pays applicable fees.  
 Plumbers working in the Town must be licensed by the Town of Amherst. For information contact the Plumbing Division at (716) 631-7090.

**PLANS MUST BE FILED, APPROVED AND THE PERMIT ISSUED PRIOR TO THE START OF ANY WORK, INCLUDING EXCAVATION.**

**WORK COMMENCED WITHOUT A PERMIT WILL BE PROSECUTED AS PROVIDED BY LAW**

**CURB CUTS & DRIVEWAY CULVERTS:**

|                 |                                                                                              |
|-----------------|----------------------------------------------------------------------------------------------|
| Town Highways   | Superintendent of Highways, 1042 North Forest Rd. (716) 631-7117                             |
| County Highways | (716) 759-8328 - for areas north of Main St.<br>(716) 683-4272 - for areas south of Main St. |
| State Highways  | (716) 847-3272 - Regional Permit Eng, NYSDOT, General Donovan Bldg.                          |

**ZONING:** Check with Building Department for proper zoning

**CONSTRUCTION SITE:** Must have sign bearing building number, builder's name and phone number.

**APPLICABLE CODES:** Town of Amherst Zoning Ordinance  
 Town of Amherst Building Construction Administration Ordinance

New York State Building Code  
 New York State Energy Conservation Code  
 New York State Existing Building Code  
 New York State Fire Code  
 New York State Fuel Gas Code  
 New York State Mechanical Code  
 New York State Plumbing Code  
 New York State Property Maintenance Code  
 New York State Residential Code

New York State Highway Law  
 Note: Other Federal, State and Local Laws or Ordinances may be applicable.



















