

**NEXT REGULAR MEETING: THURSDAY, NOVEMBER 18, 2010 AT 6:00 P.M.**

**MINUTES OF THE HISTORIC PRESERVATION COMMISSION**

**October 28, 2010**

Chairman Robert Olson called the meeting to order at 6:05 p.m., it having been duly noted that this meeting is in accordance with the Open Public Meetings Act N.J.S.A. 10:4-6 et seq., notice of which was published in The Record on the 28th day of December, 2009, and sent to the Star Ledger on the 28th day of December, 2009. Roll call was taken. Members present were: Robert Olson, Gerard Garofalow, James Manfredi and Jeff Hoffman.

The minutes of the September 23, 2010, meeting were approved.

**APPROVAL NOTES: ANY APPROVALS REMAIN SUBJECT TO THE APPLICANT SECURING CONSTRUCTION PERMITS FOR ALL WORK REVIEWED BY THIS COMMISSION. ALL APPROVALS FOR SIGNS ARE SUBJECT TO CONFORMANCE WITH ZONING ORDINANCE AND MUST BE APPROVED AS SUCH BY THE ZONING OFFICER.**

**IF THERE ARE ANY DEVIATIONS TO WHAT IS APPROVED, ANY AND ALL CHANGES MUST BE PRESENTED TO THE HPC PRIOR TO ANY WORK BEING DONE. THIS INCLUDES ANY CHANGES IN PLANS, MATERIALS, COLORS, ETC., WHICH HAVE BEEN GIVEN FINAL APPROVAL BY THE HPC.**

**Public Comments (not pertaining to applications):** None at this time.

**New Business: (10-10-01) CVS Pharmacy, 198 Main Street,** was represented by sign maker Riccardo Cervini. The application is for new signage on the windows. The application fee was previously submitted to the Building Department.

Currently there are 9 window texts on the gondolas hanging in the store that face Main and Mount Vernon. The applicant proposes to install red backing on "gondolas" 11 inches inside the glass and then install white text on the glass windows of the store. The red will be the background and the lettering on the window will be the actual sign.

The size of the lettering is outlined on the plans. The total proposed square footage is 11.69. The letters on the nine signs range from 5.5 inches to 14.3 inches. The current CVS/pharmacy on the top of the building is 48 sq. ft. The size of the wording on each sign is inconsistent. The HPC would prefer the size of the lettering to be consistent. The CVS pharmacy sign on the second set of signs is redundant. The applicant said he will confirm with CVS if the change in signs to make all sizes consistent (6.8 inches) is acceptable and will submit revised renderings to the HPC. The HPC is also concerned that the applicant is over the acceptable amount of signage. Since the signs are installed on the windows now, they count as signs. They must check the Zoning Officer to see if they exceed the amount of allowed signage. The HPC is also concerned with the paper signage in the windows. It should be removed. Signs can be hung 2 ft. inside the window without approval but all other signs must first come before the HPC for approval.

Maintenance is necessary for this building as part of the approval. The outside of the building/stucco needs to be cleaned and painted. Windows need to be recaulked. Paper signs in windows need to be removed. Landscaping needs to be cleaned up. The sidewalk is also in need of cleaning and maintenance.

The applicant was advised that if he could not get an answer from his client tonight about changing the size of the sign, he could drop off or email revised drawings to the HPC for approval rather than waiting for another meeting.

A motion was made by Gerard Garofalow and seconded by James Manfredi approving the drawings submitted by CVS with the exception that all signs to be 6.8 inches in height; maintenance is necessary for this building as part of the approval; the outside of the building needs to be cleaned up and stucco painted; windows need to be recaulked; paper signs in windows need to be removed; landscaping needs to be cleaned up and appropriately taken care of; the sidewalk is also in need of cleaning and maintenance; a color sample needs to be submitted before any painting is done; sample can be dropped off to Bob Olson (email and address provided) or the Building Dept., who will forward to HPC; subject to approval from Zoning Officer as to percentage of allowed signage. All were in favor of this motion.

**Old Business:** None at this time.

**Correspondence and Notes:**

- A. Discussion on reviewing guidelines
- B. Rialto – works seems to be continuing
- C. Formation of new sub-committee on grants – McEntee, Hoffman, McDonough
- D. Seminar at Drew University on March 5, 2011 – Bilow, Hoffman, Kuriyama, Manfredi, McEntee & Olson. McEntee, Hoffman & Manfredi are confirmed.
- E. Business Association – Commissioner Anlian requested a meeting with the Business Association – Meeting set for November 9, 2010, at 6:00 p.m.
- F. Oath – HPC members present signed Oath of Office for Clerk's Office records, absent members will receive oath in mail
- G. Donna McEntee is having business cards made with new HPC logo
- H. Bob Olson will be ordering cabinets to properly display historic Village memorabilia in building
- I. Jeff Hoffman, Gerard Garofalow and Juan Kuriyama will work on updated list of maintenance concerns and walk of historic district when weather is warmer
- J. New signage for Main Street – James Manfredi and Bob Olson submitted pictures to be discussed with Commissioner MacNeill
- K. Badges – Jeff Hoffman and Gerard Garofalow need to get badges. Police Dept. will be contacted about taking pictures and making new badges.
- L. Letters were sent to new businesses in the historic district advising them they need to apply before the HPC before any exterior work can be done and that temporary signs can only be hung for a limited time.

**Announcements:** Gerard Garofalow appointed as Planning Board representative for the HPC, Terry McDonough will be Alternate #1 and Jeff Hoffman will be Alternate #2.

David Bilow advised that he will be unable to attend the November meeting and possibly the December meeting.

There being no further business, the meeting adjourned at 6:45 p.m.

The next meeting will be November 18, 2010, at 6:00 p.m.

***There is a meeting scheduled on November 9, 2010, at 6:00 p.m. with the Business Association***

Respectfully submitted,

Barbara DeLuca

cc: Building Dept.  
Zoning Board of Adjustment  
CVS Pharmacy