

**NEXT MEETING: THURSDAY, February 23, 2012 AT 6:00 P.M.**

**MINUTES OF THE HISTORIC PRESERVATION COMMISSION  
JANUARY 26, 2012**

Chairman Robert Olson called the meeting to order at 6:15 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 30<sup>th</sup> day of December 2011, and sent to the Star Ledger on the 28<sup>th</sup> day of December 2011. Roll call was taken. Members present were: Bob Olson, James Manfredi, David Bilow, Donna McEntee and Jeff Hoffman.

The minutes of the December 15, 2011, 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, MATERIAL, COLORS, ETC., WHICH HAVE BEEN GIVEN FINAL APPROVAL BY THE HPC.**

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

**New Business:** None submitted.

**Old Business: (11-04-03) The Cintron Firm**, 167 Main Street, sent a letter dated September 21, 2011, advising that he was unable to attend the meeting. Mr. Cintron advised that he is attempting to locate the proper material to paint the existing metal door. The best material has turned out to be automobile paint and he supplied several colors to select from. Mr. Cintron requests that the HPC select two shades of red that would be acceptable. The information regarding the proposed awning was also provided to the HPC. The new awning will be a squared shape. Mr. Cintron advised that he would submit a revised application if necessary. A letter was sent to Mr. Cintron advising that the HPC cannot pick the color to use for his sign. He will need to advise the HPC of his color selection in order for the HPC to review the application.

**Rialto Theatre**, 172 Main Street - The brick has been installed on the Cedar Street columns and looks fine. Renderings need to be submitted prior to any signage or lighting is installed on the building. Candice Choi contacted Bob Olson and said that she liked the new brick on the columns and wanted to know if she could do the same to the side where they were trying to power wash the brick. The HPC said that it would like to see the site first before making a decision. The HPC feels the building needs to have a consistent look so it will need to see the building before making any decisions. It is not sure if this is the proper place to make a change like this.

Mrs. Choi also wanted to know if, at the corner bottom of the building where there is a concrete block, that could be stucco. The HPC thinks it is already in good condition and should probably be left as is. They need to replicate the front exactly. The HPC will all take a look at the side of the building and then email their thoughts on brick facing the Cedar Street side area of the building after they have had a chance to view the building.

The brick they did on the columns looks good but it does look like new brick. It might be better to just leave it alone rather than add another look to the side.

**Riverside Medical Group, (11-09-01)** 204-206 Main Street was represented by the signmaker, Future Sign. The HPC is still missing a completed application. Mr. Park was to return with revised drawings and a completed application but the HPC has not received any further information.

Bob Olson received a call from Ed Ballard of the Building Dept. that he hadn't heard anything from the HPC and he was going to issue the permits for signage. Bob Olson had the Building Dept. look up the previous minutes so he could see that the HPC was awaiting information from the applicant and that the applicant was given specific details as to what was missing and that no work could be performed until an application was received by the HPC.

A letter will be sent to the applicant advising that since no further information was received, the HPC will be closing the file on this application. Previously, the applicant was informed of the following:

- 1) Existing lettering on doors and windows that was never approved must be removed
- 2) Existing signage on the Mt. Vernon Street lot must be removed as it was never approved
- 3) The lights by the front door on Main Street need to be removed and proper lights installed.
- 4) The HPC needs to see any renderings prior to installation
- 5) The previous contractor said all the blinds were repaired or replaced, however, this is not accurate and needs to be addressed.
- 6) Bob Olson offered to meet with someone from Riverside if they would like to discuss what is needed to be done. The applicant was advised he did not have to wait until the next meeting to submit new renderings in order to keep the project moving. The revised application and drawings can be submitted via email so the HPC can review them and advise if they are acceptable.
- 7) It is the recommendation of the HPC that the gooseneck lights be installed along the top of the building (on Main Street and Mt. Vernon Street sides) even if signs are not installed on the top of the building.
- 8) The HPC recommends banners on the sides and to keep the signage over the door. The HPC will discuss the visibility problems with the Building Dept.
- 9) All changes must first be submitted in writing to the HPC in order for any approvals to be given and prior to any work being done.
- 10) The HPC said the signs on the building and the Mt. Vernon Street lot should be coordinated so they all match. The applicant should get with the Building Dept. as to what signage is allowed for actual parking signs (handicap, parking for patients only)
- 11) The applicant must return a completed application prior to any approvals given by the HPC. There is currently no application in the file.

The applicant was advised that a complete application must be submitted for any approval to be given and all work (removal of unapproved lettering, signage, repair of blinds, etc.) must first be done before any approval will be granted by the HPC. If the applicant decides on covering the windows with something other than new blinds (opaque paint, frosting), that must first be approved before that work is also done.

**(11-10-01) State Farm Insurance Agency, (216 Main Street)** – a letter will be sent to the business owner to ask if he would like this application closed now.

#### **Correspondence and Notes:**

- A. Discussion on reviewing guidelines. David Bilow suggested that the HPC allot 15 minutes per meeting if time permits. Awnings were discussed.
- B. Funds were encumbered to order supplies under PO #7318
- C. Bob Olson will make a list of the historic buildings so that it can be distributed to all members for input
- D. Letter sent to Building Dept. re: Little Stars Daycare (Main Street location) – property maintenance needs to visit site - no response received
- E. Signage applied to windows without permits. Several stores have applied window signage without permits – Star Nails, RP Bagel, Dante's. Letter sent to Building Dept. – no response received
- F. Post Office & Centennial House – the HPC should look into having these designated as historic to maintain the character of this building for the future

G. Jade Lee – a letter was sent to Jade Lee that maintenance needs to be done to the side window, signs need to be removed – taped up paper was removed and new paper applied but an acceptable, permanent solution needs to be done to the window - letter will be sent to Building Dept. advising of same.

H. The HPC needs to do an updated walking review of the district. Donna McEntee and Jeff Hoffman said they are interested in doing this.

I. There is still some money left over from last year as well as the 2012 budget. The HPC would like to get some signs for Main Street similar to that of Hackensack or Jersey City. The HPC will probably have to hire someone to do this job.

Election of officers was held:

A motion was made by David Bilow and seconded by Donna McEntee nominating Bob Olson as Chairman. All were in favor of this motion.

A motion was made by David Bilow and seconded by Donna McEntee nominating James Manfredi as Vice Chairman. All were in favor of this motion.

A motion was made by David Bilow and seconded by Donna McEntee reappointing Barbara DeLuca as Secretary. All were in favor of this motion

A motion was made by David Bilow and seconded by Donna McEntee naming Jeff Hoffman as First Alternate and Terry McDonough as Second Alternate. All were in favor of this motion.

**Announcements:** David Bilow advised he will not be able to attend the February meeting.

There being no further business, the meeting adjourned at 6:40 p.m.

The next meeting will be February 23, 2012, at 6:00 p.m.

Respectfully submitted,

Barbara DeLuca

cc: Building Dept./Zoning Board  
 The Cintron Firm  
 Rialto Theatre – Ms. Choi/Israel Fuentes  
 Riverside Medical Group, Future Image Sign, Jae Park  
 Paul Speziale, Esq., PO Box 182, Montvale, NJ 07645-0182  
 State Farm Insurance Agency, Ken Knies