

**NEXT MEETING: THURSDAY, JUNE 26, 2014 AT 6:00 P.M.**

**MINUTES OF THE HISTORIC PRESERVATION COMMISSION  
MAY 22, 2014**

Robert Olson called the meeting to order at 6:05 p.m., it having been duly noted that this meeting is being held 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 15<sup>th</sup> day of January 2014, and sent to the Star Ledger on the 10<sup>th</sup> day of January 2014. Roll call was taken. Members present were: Bob Olson and Terry McDonough.

The minutes of the April 24, 2014, 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. NOTE: BACKLIT, INTERNALLY LIGHTED, AND NEON SIGNS ARE NOT PERMITTED) NEON SIGNS ARE ONLY PERMITTED IF THEY ARE INSTALLED 2' INSIDE THE WINDOW**

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

**New Business:** None submitted.

**Old Business:**

**(14-04-01) Bank of America**, 264 Main Street, application for ADA upgrades to include: exterior upgrades as per plans prepared by Stonefield Engineering dated 3/19/14. Scope of work to include: concrete removal to provide proposed grades for ASDA ramp for bank accessibility; asphalt removal in existing parking lot for asphalt repair; asphalt to be milled in existing parking lot for asphalt overly; proposed ADA striping in parking lot with ADA park sign on bollard. ADA complaints signs: Reserved Parking, Van Accessible, Penalty Tow Away Zone, etc. No exterior illumination. Sidewalk improvements: ADA accessibility improvements including an ADA ramp.

Letter received from Stephanie West of Project Expeditors Consulting Corp. on behalf of Bank of America, addressing the comments from the Historic Preservation Commission. Some of the work has already been done. The HPC is waiting for color sample for ADA handicap ramp and that approval can be done by email. As far as the two open concerns: 1) Applicant to ask PSE&G to remove pole and repair sidewalk where pole had been located. They are awaiting approval from bank to proceed with this request. 2) Drive-thru canopy to be addressed with the property management. They have brought this issue up to the bank who has contacted property management. They will advise as soon as they have an answer back.

The applicant was advised they could proceed with requesting a permit from the Building Dept.

**(14-04-02) Dunkin Donuts**, 209 Main Street, application to replace existing awnings with new awnings, replace existing signs with new signs, remove steep ramp and replace with step and rail at front of building, replace awnings and signs along parking lot, improve slope at entry door to make more accessible. Comments from the HPC were sent to Cynthia Falls, the architect to discuss with Dunkin Donuts. The HPC is awaiting a response from the applicant.

The drainage problem noted on the site visit (white pvc piping leading from rear of building causing drainage problem onto sidewalk, will create dangerous conditions during winter, and needs to be

addressed, prior to approval) is not coming from Dunkin Donuts. It is water coming from the store next store (Legend Fish Market at 213 Main Street). A letter will be sent to the Building Dept. advising that water is being pumped from basement onto the sidewalk and needs to be rectified.

**(13-08-01) Zoe Beauty Salon** 180 Main Street. Final approval is awaiting receipt of a clearer rendering of the sign. Letter was sent to business owner but the HPC has not received any reply yet.

A motion was made by David Bilow and seconded by Terry McDonough to approve the sign as submitted as long as "182" is in white letters on the black field on the left-hand side of the sign and a clear rendering is submitted to the HPC. All were in favor of this motion.

**(14-02-12) Kiseki Fusion Japanese Sushi & Grill**, 36 Mt. Vernon Street – a sign has been installed on the window in the vestibule without permission. James Manfredi will check with the Building Dept. on whether this sign was approved for size before installation. A neon sign has also been installed in the vestibule. A letter was sent advising business owner they have 30 days to remove sign or install it at least 2 ft. inside window.

**Cosmic Wheel (13-01-01)** 184 Main Street. Business owner John Russo had explained that he is still waiting for the insurance company to finish the insurance claim due to Sandy. He needs to submit a completed application with a full description of all proposed work. The HPC needs to see a complete plan with details.

**Rialto Theatre, (09-07-01)** 172 Main Street - The painted wood has been removed over the doors.

**Won Buddhism, 162 Main Street.** No further information has been received. The HPC explained that a lot of work had been done without approval and an application needed to be submitted to gain approval. Ed McCann, Esq., is representing the applicant. He asked that they be put on the May agenda.

**Riverside Medical Group, (11-09-01)** 204-206 Main Street – the former drive-in bank on Mt. Vernon Street and Lincoln Avenue – they called because they wanted to install a chain link fence with sliding gates around the property because people are parking in the lot. They asked if they needed approval for that. Bob Olson advised them that they needed to submit an application and make a presentation at the meeting. Bob Olson also advised them that no new application would be heard until they completed the original application from September 2011 in which they were to install new lights. They were advised that gates could not be installed without prior approval from the HPC.

Bob also spoke to Mike Landolfi, who advised that he would not allow them to fence the entire property because then it would become a storage area. They can put gates but would still need approval from the HPC prior to any installation. The Zoning Officer must also approve of any work before it is done. A summons needs to be issued for failing to install the approved lighting.

## **9. Correspondence/Notes/Comments:**

- A. Discussion on reviewing guidelines.
- B. Bob Olson will make a list of the historic buildings so that it can be distributed to all members for input
- C. Post Office & Centennial House – the HPC should look into having these designated as historic to maintain the character of this building for the future. The post office building is in need of property maintenance even if it is just painting of the front door. There is a lot of historical significance in this building that has never been changed. The inside mural is beautiful and historically significant. There has been some maintenance being done to this building.
- D. The HPC needs to do an updated walking review of the district. Jeff Hoffman and Donna McEntee will take care of this when the weather is better.
- E. Gerard Garofalow drew up a draft of fines/violations that was distributed to members for comments before discussing with Commissioner MacNeill.
- F. \$1,500 encumbered for new signs for Main Street. Funds encumbered under PO#12069 and PO# 13301 for a total of \$3,000.00. Bob Olson brought information on the proposed bases and finials for the signs. The HPC will get together to take a walk and to decide where the new bases and poles should be

placed. Bob Olson will talk to the Police Dept. to get a layout of the signs. Information will be emailed to all members.

G. **Summons Book** - James Manfredi met with Mike Landolfi to pick up the Summons Book and Fine Schedule. Mike explained that the situation is such that he is unable to provide the HPC with a Summons Book. The actual Summons must be issued by a paid Village Employee due to legal and Liability Issues. Mike will be assembling a Code Book for James and will Email James when it is ready. The way this will work is that James will cite the Code that is being violated, Email it to him and Mike will communicate any corrections to James and issue the Summons. As the HPC was already aware, a member of the HPC will need to appear when the summons comes up in Municipal Court. Mike (or his designee) will also have to appear as a paid Village Employee. The HPC will request that Commissioner MacNeill attend a meeting to discuss this and also Mike Landolfi and Enforcement Officer Ed Ballard. James Manfredi sent an email to Mike Landolfi asking when the Code Book would be ready to pick up.

H. Selection of new Chairman – James Manfredi will act as Acting Chairman until new Chairman is selected.

**Open/Outgoing correspondence this month:**

- 1) Memo sent to Ed Ballard 11/22/13, updated memo sent 1/25/14 requesting reply prior to February 27 meeting, update to be requested on following: **still awaiting response on these concerns**
  - 26 Lincoln Avenue (former Limo Business) – the windows have cardboard placed over them and there appears to be activity in this building, paper is now stuffed over the broken blinds – is a business operating at this location?
  - Many of the sidewalks in the Historic District are very dangerous. There are big chunks missing, which make it very dangerous to walk on. Palermo's Bakery needs to power wash the grease from the pavers in front of their location. (Letter to be sent to Palermo's Bakery.)
  - Neon lights are installed in the windows of many businesses in the historic district that are not 2' feet inside the window – Sofritos, Park Haircutters, Luigi's, Lulu's Deli, This N That Hardware, Fun House Restaurant, Village Fancy Cleaners, Kiseki Fusion Japanese Grill, Yun's Cleaners, Estee Nails, Jade Lee Restaurant, High Spirits Discount Liquors, – letters sent informing these business owners they need to either remove the neon signs or install them 2' inside the window. Enforcement officer needs to do a walk-through of Main Street to make a list of all stores with neon that is not installed 2' inside of building. (Several businesses have already moved their neon signs 2' back from the window.)
  - Ridgefield Park Animal Hospital (199 Main St) entire front windows covered with unapproved signs. Letter sent to business owner on May 2, 2014, advising that unapproved signs were installed. Response received from Dr. Kim on May 14, 2014, apologizing for unapproved signage that he said was "installed due to the excessive and blinding sunlight that shines in throughout the day. In the future, I will get approval from the Historic Preservation Commission for any changes to the storefront and exterior". Response sent from HPC on May 19, 2014, advising that shades are permitted but unapproved signage must be removed.
  - Clips, 59 Grove Street – windows covered with unapproved signage for Kicklusive, letter sent to business owner May 2, 2014

Summonses need to be issued to the following businesses:

- **JJ Best Cleaners (13-10-01)** 9-11 Mt. Vernon Street – has extra signage and two lighted OPEN signs – summons to be issued if signage/lights were not removed.
- **Little Stars Day Care**, 240 Main Street – failure to submit application for gate installed without permit
- **Fire Pit Grill**, 256 Main Street – lighted signs in window; paper installed over window – letter sent advising that lighted sign needs to be removed and it is not an acceptable material covering window. Lighted food signs were removed, however, **neon open sign and paper still installed over window.**
- **Site visit needs to be done by Enforcement Officer to see if neon signs have been removed or moved back 2' from the following storefronts:** Sofritos, Luigi's, Lulu's Deli, This N That Hardware, Fun House Restaurant, Village Fancy Cleaners, Kiseki Fusion Japanese Grill, Yun's Cleaners, Estee Nails, Jade Lee Restaurant (window also still taped over at this location) – letters sent informing these business owners they need to either

remove the neon signs or install them 2' inside the window. Enforcement officer needs to do a walk-through of the historic district to make a list of all stores with neon that is not installed 2' inside of building. (Villa Italia, Park Stationers and Village IGA are only stores that remain grandfathered in.)

- 2) Email was sent to Drew University asking for recommendations for a grants man experienced in grants for a Main Street (business district). – awaiting response from recommended grants man.

**Announcements – None**

There being no further business, the meeting adjourned at 6:25 p.m.

The next meeting will be June 26, 2014, at 6:00 p.m.

Respectfully submitted,

Barbara DeLuca

cc: Building Dept./Zoning Board  
Bank of America  
Dunkin Donuts  
Zoe Beauty Salon