

NEXT MEETING: THURSDAY, DECEMBER 17, 2015, AT 6:00 P.M. (ONE WEEK EARLY)

**MINUTES OF THE HISTORIC PRESERVATION COMMISSION
November 19, 2015**

Jeff Hoffman 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 and sent to the Star Ledger on the 31st day of December 2014. Roll call was taken. Members present were: Matthew Bilow, Jeff Hoffman and Andre Lam.

The minutes of the October 22, 2015, meeting was 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: (13-01-01) Cosmic Wheel, 184 Main Street. Owner John Russo came to the June meeting to get an opinion on paint color for the outside of his building. There has been no further contact from John Russo.

(15-08-01) 174-178 Main Street. Contractor Jose Guerrero (144 Devon Terrace, Kearny, NJ 07032, (201) 892-0079, Ngconstruccion@hotmail.com) submitted an application to remodel the front of the building as well as the sidewalk in front of the building. He also plans to install two signs, one for a dental office and the other for retail storage. No lighting is planned. The HPC called the applicant because he was not present at the meeting. The applicant said he forgot about the meeting and would come next month. No one appeared at the September meeting and the HPC has heard nothing further from the applicant.

The HPC reviewed the application when it came in and emailed the applicant that information was missing in order to approve the application. The following was requested:

- 1) Please also provide alternate colors (complete with sample and detailed color information).
- 2) Please provide information as to an alternate stone/brick that could be used.
- 3) Samples of the door/window material with detailed information.
- 4) Exterior Lighting - if there will be lighting, please provide detailed information as to color/size/mounting information/specific light to be used.
- 5) Please provide a detailed rendering of the proposed work to be done to the outside of the building.

The applicant was also informed that signage cannot be approved unless there are specific details provided for the sign. After the HPC did a review at the meeting, it would like to see the leaded windows from the two existing stores be reused or incorporated in the design for the storefront. The HPC will see if the Building Dept. has any architectural plans for the storefront. No response has been received from the applicant.

Correspondence/Notes/Comments:

- A. Discussion on reviewing guidelines.
- B. Donna McEntee has begun taking updated pictures of the historic district.

C. \$4,000.00 was encumbered under the 2015 budget (PO #14017) for new signs for Main Street. There is also \$3,500, was encumbered to Brandon Industries, (PO #13322 was dated November 21, 2014 for new posts & signage) and \$1,500 was encumbered for Miscellaneous Vendors (PO #13301 was dated January 28, 2014). Bob Olson will speak to Sgt. Al Locarno about location of the poles and then an order can be placed at next meeting. The HPC is allowed to encumber monies left over at the end of the year for "a designated purpose". These monies must be used by the end of the next year. The monies must be used for what they were encumbered for.

D. There is possible \$1,000.00 grant that the HPC may qualify for. A declaration of intent deadline was Friday, October 2, 2015. Bob Olson worked with Donna Rose-McEntee to submit the declaration of intent and finish the application.

E. **Odd Couples Attic** - the building has been sold and the current business owner is in the process of vacating the premises.

Open/Outgoing correspondence/matters this month:

1) Memo sent to Ed Ballard, requesting response for October/November meeting, listing the below information. No response was received to the memo. A memo was sent to Ed again requesting this information as the list is growing long. No response was received.

- **D&S Hair Sensations** has changed locations to 165 Main Street. A letter was sent 9/26/14 advising they need to submit an application for new signage and must remove the neon sign installed in the window or move it back 2' from the window. No response received. The Mt. Vernon Street location has closed. A letter was sent asking them to remove all signage, appurtenances, etc., on 1/12/15. They have now installed a lighted neon open sign in the window as well as a barber pole. They have also now lettered the front window. Another letter was sent advising them to submit an application for the November meeting.
- **Raphael's Wellness Center** (15-4 Mt. Vernon Street) – they have installed signage and orange mailbox without approval. A letter was sent 10/9/14 advising them they are in historic district and must submit an application. No response received from October 9, 2014, letter.
- **213 Main Street** – please give update as to water being pumped from basement to sidewalk. This situation has been going on for quite some time and needs to be resolved.
- Are there any regulations on newspaper, UPS, FedEx boxes, etc.? Since it is an historic district, there really should be some type of regulation on the placement of these boxes to make sure they are properly maintained and placed. There are empty boxes for The Patriot throughout the historic district that should be removed.
- **Kenia's Latin Kitchen**, 175 Main Street, installed signage on window without application
- **Alexi's Gourmet Deli**, 220 Main Street, needs to submit an application for signage, neon now installed
- **Llama Llama Ewe**, 220 Main Street, still using temporary signage, needs to submit an application for signage
- **Lulu's Deli**, 225 Main Street, signage approved on April 23, 2013, but was never installed, installed paintings on windows that were never approved
- **15 Mt. Vernon Street** (next to cleaners) – there appears to be a new business in this location, there is Asian writing on the window.
- **Cintron Law Firm**, 167 Main Street – the applicant has never completed the application and the HPC closed the file. They have never received any approval for work done to the outside of the building.

Outgoing this month:

- A letter was sent to the new business at 15 Mt. Vernon Street. There is Asian writing in the window.
- A memo was sent to Commissioner MacNeill to see if small, "open" neon signs can be permitted in a storefront. Specific details on the type of neon sign would have to be discussed.
- A letter was sent to **Bank of America** to see if their work is complete. The May 28, 2015, approval was contingent upon work being done to the canopy. In addition, the area where the trenched lighting was performed, was not done properly. Kerry Silsbe replied that she would follow up with the Bank and contractor to see what was going on. Bank of America

then asked if it would be acceptable to the HPC instead of replacing the entire underside of the canopy to replace any and all parts of the underside that are in need of repair and prime and re-paint the entire underside of the canopy. The HPC advised that the work needed to be done as per the May approval. Bank of America is now asking if it would be permitted to resubmit the application.

- Gerard Garofalow drew up a draft of fines/violations that was reviewed by the members. All members were in agreement with what was drafted and it was sent to the Commissioner MacNeill for review so it can then be approved by the Mayor and Board of Commissioners.
- Letters were sent to D&S Hair Sensations, Waggy Tails, Kenia's Latin Kitchen and Alexis Gourmet – all have installed signage/neon without applications. No responses were received.

Announcements:

Meeting dates for 2016 were set as follows:

JANUARY 28	JULY 28
FEBRUARY 25	AUGUST 25
MARCH 24	SEPTEMBER 22
APRIL 28	OCTOBER 27
MAY 26	NOVEMBER 17 (THIRD THURSDAY)
JUNE 23	DECEMBER 15 (THIRD THURSDAY)

There being no further business, the meeting adjourned at 6:20 p.m.

The next meeting will be December 17, 2015, at 6:00 p.m. (one week early due to holiday).

Respectfully submitted,

Barbara DeLuca

cc: Building Dept./Zoning Board