

NEXT MEETING: THURSDAY, AUGUST 27, 2015, AT 6:00 P.M.

**MINUTES OF THE HISTORIC PRESERVATION COMMISSION
July 23, 2015**

James Manfredi called the meeting to order at 6:07 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 James Manfredi.

The minutes of the June 25, 2015, meeting could not be were approved as there was no quorum.

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. He had professional drawings made up and has colors that he would like to get approved. The HPC informed him he needs to submit actual color samples and names. The HPC also informed him that the HPC cannot select the colors for him; he must select the color himself.

The HPC also advised Mr. Russo to get a new application from the Building Dept. and that he must fill out the application listing specific details of all work to be done. The HPC still does not have a complete application from him in order to give him approval for work to be done to his building. He was advised that he could drop this off to the Building Dept. or email it to the secretary to keep his project moving. There has been no further contact from John Russo.

Correspondence/Notes/Comments:

- A. Discussion on reviewing guidelines.
- B. Donna McEntee has begun taking updated pictures of the historic district.
- C. Gerard Garofalow drew up a draft of fines/violations that was distributed to members for comments before discussing with Commissioner MacNeill.
- D. \$4,000.00 was encumbered under the 2015 budget (PO #14017) for new signs for Main Street.
- E. **Flames Rotisserie Peruvian Cuisine (218 Main Street), D&S Hair Sensations** – businesses have vacated these buildings, letters sent to building owners advising that all signs, brackets, appurtenances, etc., must be removed as per the ordinance. A memo was sent to Ed Ballard asking him to enforce this but the HPC has not received an update yet.
- F. A memo was sent to Commissioner MacNeill advising that the HPC would like to allow a lighted “open” sign or menu sign in windows. No reply received.
- G. A memo was sent to the Building Dept. advising that painting was being done without an application to the outside of 220A Main Street (new Gourmet Deli) and 218 Main Street (Carolina’s Café) and requesting the work be stopped.
- H. **Cintron Law Firm** – 167 Main Street. The HPC checked the files on this matter. It appears that the applicant has never completed their application or finished the work required for final approval. The HPC

advised the applicant that the file was closed and a new application would need to be filed for approval. No approval was ever given on the work done on this building.

I. Memo sent to Bruce Ruland, Property Maintenance, advising that Little Stars Daycare (240 Main Street) is in need of property maintenance by July 1 or a summons should be issued. A letter was also sent to Little Stars as well. A response was received from Little Stars and the HPC responded requesting to meet at the site but no response was ever received from Little Stars to confirm the meeting. A memo was sent to the Building Dept. to advise that a property maintenance summons needs to be issued to Little Stars Day Care for failure to complete property maintenance by July 1, 2015.

J. Touch Hair Salon has lettered the front window without an application.

Open/Outgoing correspondence/matters this month: New business letters were sent to: Kicklusive, Carolina's Café and Kenia's Latin Kitchen. A letter was also sent to the business owner of the new Gourmet Deli (220 Main Street) advising they are in the historic district and must come before the HPC before any work is done to outside of building.

There being no further business, the meeting adjourned at 6:15 p.m.

The next meeting will be August 27, 2015, at 6:00 p.m.

Respectfully submitted,

Barbara DeLuca

cc: Building Dept./Zoning Board