

NEXT REGULAR MEETING: THURSDAY, JANUARY 22, 2009 AT 6:00 P.M.

MINUTES OF THE HISTORIC PRESERVATION COMMISSION

December 18, 2008

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 21st day of December, 2007, and sent to the Star Ledger on the 21st day of December, 2007. Roll call was taken. Members present were: Robert Olson, James Manfredi and Donna McEntee. Commissioners Anlian and MacNeill and Michael Landolfi were also present.

The minutes of the November 20, 2008, 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.

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

New Business: (08-12-01) Little Stars Day Care (240 Main Street), was represented by business owner Emad Youssef (31 Miller Avenue, Holmdel, NJ 07733). The application fee was given to the Building Dept. The application is for new signage at their second location at 240 Main Street.

The upper area of the fascia will be painted beige. Signs will be installed on the front of the building as well as the side of the building. The background color will be hunter green with gold letter as well as the colored logo. Hunter green gooseneck lights will be installed over the sign; three lights will be installed over the Main Street sign and two lights on the Webster Street sign. One sign will be 13' 10" and centered over the Main Street side. The other sign will be 10' 11" on the Webster Street side. The windows will not be painted at this location. The HPC will ask the Village attorney for a copy of the letter explaining the decision on the windows at the Mt. Vernon Street for its files. All colors will be as submitted on the application. Electrical wiring should be concealed. Any wiring should match so that it does not stick out on the building. The driveway entrance needs to be repaired.

Mike Landolfi advised that part of the parking lot was going to become a playground with fencing. A new exit door was also being installed. None of these changes were listed on the application so the application is incomplete and the HPC cannot make any decisions as to these changes as there is no information listed. In order to review the application, the application must list complete information as to ballards, fencing, parking lot signs, doors, colors, which must include all dimensions, colors, materials, installation details. In order not to stop progress, this additional information can be given to the Building Department to be forwarded to the HPC for approval. The sign portion of the application can be approved pending complete approval of the rest of the work to be done. Samples of materials should also be submitted for approval as well as a picture of the storefront and proposed fencing. All colors are to be dark green and beige so they match. The HPC agreed to approve the sign so as not to hold up any progress on the opening of the day care center but the remaining part of the application with complete information needs to come before the HPC at the next meeting.

A motion was made by Donna McEntee and seconded by James Manfredi approving the sign for Little Stars Day Care Center as submitted. The size of the sign on Main Street will be 13' 10" and have three dark green gooseneck lights over it. The size of the sign on Webster Street will be 10' 11" and have two dark green gooseneck lights over it. Any conduit should be concealed and painted to match the building. All materials and colors will be as listed on the application. The upper part of the fascia will be painted beige. This is temporary approval for the sign only. There will be nothing on any window other than the address and hours will be listed on the door in 2" letters. The HPC is still awaiting a completed application on all of the other work not listed on the original application. No other work is approved or can be done at this time. Maintenance is needed for the driveway entrance, which will be handled during the completion of this application. All were in favor of this motion.

Old Business: None at this time.

Correspondence and Notes:

- A. Walking review of historic district (Kuriyama & Manfredi) Final report is in file, pictures need to be taken. ID badge given to James Manfredi.
- B. Wellbeing Land – letter will be sent to business owner requesting him to fix row of shingles so they are all one color
- C. Double J Nails – neon sign has now been moved inside the store
- D. No response received after second letter from: Supercraft Models, J&R Shaving Arts, E-Z One Graphics advising they need to submit application to the Commission for new signage. Letter was sent to Building Dept. requesting that fines be issued as no response has been received from any letters.
- E. Awaiting an official plan or map of the Historic District as well as a list of all businesses located in the Historic District from Building Dept. A letter was sent to Mike Landolfi requesting copy of map and list of businesses.
- F. Discussion on reviewing guidelines – will be done after meeting with Commissioners and Building Dept.
- G. Bob Olson has invoices for purchasing a printer, cartridges, camera, projector for the HPC. He will look into prices for two signs to be put on each end of Main Street stating that it is the Historic District.
- H. A letter was received from Mary Romme advising her resignation from the HPC effective January 1, 2009.

Announcements: None.

At this time a very short discussion was held with Commissioners Anlian and MacNeill as well as building official Michael Landolfi regarding the Historic District. Some of the topics discussed were streamlining the application so people understand what is expected of them. A site plan will be requested. Applicants must understand that all work needs to be listed on the application so a decision can be made. It was pointed out to Mike Landolfi that some businesses need follow up as they have never responded to any letters advising that they did work without first filing an application. Those businesses are J&R Shaving Arts and E-Z One Graphics. Mike Landolfi said he will take care of these properties. It was also discussed how helpful it is to have a member of the Building Dept. in attendance at the meeting. Commissioner Anlian said he it was his understanding that it was part of the job description of the HPC Enforcement Officer to attend the meetings. He will look into this.

A letter will be sent to Al Zacccone, AIA, and the property owners of 172 Main Street (former Rialto Theatre) requesting an update on the progress of this project as all work seems to have stopped for the past six weeks. The Commission will request an update by the January 22 meeting. A letter will also be sent to WildLife, 15 Mt. Vernon Street, as the application was never completed.

Commissioner Anlian advised that he was purchasing new garbage pails and gardeners for Main Street.

There being no further business, the meeting adjourned at 8:00 p.m.

Respectfully submitted,

Barbara DeLuca

cc: Building Dept.
Zoning Board of Adjustment
Little Stars Day Care