

**Minutes of the Plainfield Historic Preservation Commission Regular Meeting
November 16, 2010, 7:30 PM, City Hall Library, 1st Floor, 515 Watchung Avenue, Plainfield, NJ**

I. Open Public Meeting Statement

Chairwoman Sandy Gurshman called the November 16, 2010, regularly scheduled meeting of the Plainfield Historic Preservation Commission to order at 7:37 PM and read the following into the record: *“This meeting has been duly advertised in accordance with the Open Public Meetings Act, 10:4-6 et seq. The annual schedule of board meetings has been published in the Courier-News newspaper. In addition, copies of the notice have been posted in the City Clerk and Planning Division offices. This is a regularly scheduled meeting of the Commission.”*

Name, Class Designation (term expires)	1/26/10	3/23/10	4/27/10	5/25/10	6/22/10	7/27/10	8/24/10	9/28/10	11/16/10	12/14/10
Chairwoman Sandra Gurshman / Class B (1/1/2011)	X	X	X	X	X	X	X	X	X	
William Michelson, Esq. / Class B (1/1/2011)	X	X		X	X	X	X	X	X	
Lawrence Ferrara / Class C (1/1/2011)	n/a	n/a	n/a	X	X	X	X	X		
Patricia Turner Kavanaugh / Class C (1/1/2012)	X	X	X	X		X		X	X	
Elizabeth King / Class C (1/1/2013)		X	X	X						
Vice Chairman Reginald Thomas, RA / Class A (1/1/2013)		X	X			X		X	X	
David Westlake, RA / Class A (1/1/2013)	X	X	X	X	X	X	X		X	
Bill Garrett / Class B (1/1/2013)	X	X	X	X	X	X	X			
John Favazzo, RA / Class A (1/1/2014)	n/a	n/a	n/a	X	X	X	X	X	X	
Alternate #1 Jan Jasper / Class C (1/1/2011)	X	X	X		X	X	X	X	X	
Alternate #2 James Galvin, PE / (unexp. 1/1/2011)	n/a	X	X							
HPC Consultant Gail Hunton	X	X	X	X		X	X	X		
HPC Secretary Scott Bauman, PP/AICP		X	X		X	X	X	X	X	

II. Adoption of the September 28, 2010, Regular Meeting Minutes

On a motion made by Mr. Michelson and seconded by Mr. Westlake, consideration of the adoption of the September 28, 2010 meeting minutes was carried to the December 16, 2010 meeting.

III. No Carried or New Certificate of Appropriateness Applications

IV. New Business

1. Review of the Draft Downtown Streetscape Design Manual

Chairwoman Gurshman provided the Commission with a brief background on the meetings she attended with the Planning Division which resulted in the creation of the draft downtown streetscape design manual. Ms. Hunton reviewed the draft but could not attend tonight’s meeting so Chairwoman Gurshman read Ms. Hunton’s email aloud and into the record:

Hi, I have a few comments on the streetscape manual, which I assume is a draft (?):

- The all-black bench is preferable - looks more long-wearing than the wood-slatted option.
- Has April reviewed the trees? Need the landscape architect's input. Likewise the tree guards.
- Of the street light options, I would choose the least ornate. The two styles with all the decorative scrolls, etc are too fancy and will be very expensive. A traditional but simpler style should be considered. Ask for more styles to review.
- Omit the planter - it's awful! It looks like a trash receptacle and will become one soon enough. It's always best to try to place plantings in the ground.
- Kiosks - I'm not sure where these kiosks would go. Does the City have specific intended locations for kiosks? It makes a difference which kiosk style is chosen. Again, simpler is better.
- Bollards - where are these going?

- Concrete pavers - the paver that looks very similar to real brick and is very elegant (I have used it on several projects) is made by EP Henry, Coventry Brick Stone, Strasburg Red. They are laid individually like brick but are more durable than brick.

Hope this helps.

Gail L. Hunton

Chairwoman Gurshman explained the location of the bollards, she said any concrete used for sidewalks and curbing will be tinted dark. There is an interest to eliminate the parking meters and instead install muni-meters (a centralized area to collect parking fees). A discussion ensued over North Avenue- the proposed parking loss, the location of pick up / drop off area.

Ms. Jasper recommended putting the draft document on the city's website for all to see. Mr. Bauman described the administrative procedures that would be necessary for the city to adopt the design manual in the ordinance. Mr. Galvin recommended using HADCO Bollards, looking into translucent trash cans for security reasons, and he commented that the North Avenue streetscape elements should tie into the train station. Mr. Galvin further commented that the brick pavers will settle and if they are used they should be laid on a concrete slab instead of a sand bed.

Chairwoman Gurshman opened the meeting to the public for comment. Carol Bicket of 1083 Hillside Avenue said in her experience with observing brick pavers, when they settle water collects in the low spots and it becomes a safety issue.

V. Discussion

1. HPC 09-23: 926 Putnam Avenue

Dwayne Wiggins of POB 5446, Somerset, NJ is the contractor for the owner of 926 Putnam Avenue. In January 2010 the HPC approved a Certificate of Appropriateness for improvements at 926 Putnam Avenue. Mr. Wiggins summarized the work that he has completed; the purpose of his visit is to request a change in the Certificate of Appropriateness- Mr. Wiggins wants permission to install hanging gutters rather than built in gutters and he would like to relocate the driveway.

A discussion ensued over the events that transpired at the January 26, 2010 Commission meeting. Mr. Bauman read aloud a portion of the January 26 meeting minutes. After considering the January meeting minutes and reviewing pictures of the house, the Commission determined that an error was made at the January hearing and that the applicant should be able to install hanging gutters; a personal site inspection by several members will help determine what type of hanging gutters will be permitted- K style or half round.

Chairwoman Gurshman changed topics by moving on to the next matter- the informal review of the proposed driveway relocation. Mr. Wiggins explained that there is a clean out pipe in the middle of the existing driveway; he discussed this pipe with the Public Works Department and the pipe cannot be relocated. Mr. Wiggins presented several scenarios for accommodating the parking. After further discussion Mr. Wiggins agreed to work with Mr. Bauman of the Planning Office to design a parking arrangement that does not require variances. Should the parking be seen from the public right of way, the Applicant would have to appear before the Commission for a Certificate of Appropriateness.

2. Historic Designated Properties with Code / Maintenance Violations

Mr. Bauman provided the Commission with an update on all of the properties the Commission is keeping track of:

- a) **808-814 Central Avenue "Abbott Manor"**: 12/14/10: Certificate of Appropriateness hearing for porch renovation.
- b) **957-963 Central Avenue / 308-326 Stelle Avenue "Coriell Mansion"**: In July 2010 the front porch was propped up, water damage observed. In September 2010 the city was informed that Wells Fargo is now responsible for maintaining the property

- c) **701-707 Dixie Lane / 723-729 Ravine Road:** In December 2009 the Planning Division informed the Applicant of the changes made to roof peaks over garage (mansard roof), and the addition of new window on first floor – these changes were not approved by the HPC. To date the Applicant has not responded to our repeated inquiries. Zoning Officer will request that the Construction Official pull the Certificate of Occupancy.
- d) **311-315 Franklin Place:** Certificate of Appropriateness issued for building restoration on July 28, 2009.
- e) **340-344 Franklin Place:** Referred to the HPC by the Zoning Board in September 2010. In October 2010 the Zoning Board granted a use variance and site plan approval. Applicant needs to come back to the HPC for a Certificate of Appropriateness.
- f) **187-191 North Avenue:** In April 2010 the building collapsed and it was demolished.
- g) **926-928 Putnam Avenue:** Certificate of Appropriateness issued on February 12, 2010. Amended on November 16 to include installation of half round gutters.
- h) **1113-1115 Putnam Avenue:** Cited by Inspections Division on April 22, 2010 for demolishing rear porch / fire escape. November 2010: ongoing email exchange about windows.
- i) **715 Ravine Road:** On September 21, 2010 the Division of Inspections referred structural violations to the Zoning Officer for his action
- j) **850 Terrill Road “Lampkin House”:** Upcoming court date of November 19, 2010.
- k) **822 Webster Place:** Certificate of Appropriateness issued on November 9, 2009.
- l) **313 West Ninth Street:** Decorative wall constructed without approval

Chairwoman Gurshman asked that 307 Franklin Place be added to the list- the owner replaced the front porch steps but the steps are not bull nosed.

3. Outreach & Education

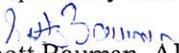
Chairwoman Gurshman asked Mr. Favazzo for his insight on historic preservation outreach and education to the public. Mr. Favazzo said as a group the Commission needs to start talking about ways to reach out and educate the public. Get the public’s feedback and have physical meetings with people in neighborhoods. Outreach did not happen before when it should have happened. Ms. Jasper said there is a need to increase public awareness of our mission. The public needs to explore our intent, and how individual homeowner’s inquiries fit into the larger picture. Chairwoman Gurshman asked Mr. Favazzo if he was willing to participate in a subcommittee to address public outreach and education. Mr. Favazzo said he would participate; Ms. Jasper and Mr. Michelson also volunteered to assist.

Ms. Turner Kavanaugh mentioned that the Commission could submit outreach material to Mark Spivey’s micro site. She heard that the Courier News received almost zero press releases from Plainfield- she takes this as a challenge.

VI. Adjournment

There being no further business, Mr. Michelson made a motion for adjournment, and seconded by Mr. Westlake the commission voted all in favor, none opposed. The meeting adjourned at 9:34 P.M.

Respectfully submitted,


 Scott Bauman, AICP, PP
 Principal Planner / HPC Secretary
 Plainfield Planning Division
 December 1, 2010