



**CITY OF PLAINFIELD**  
**HISTORIC PRESERVATION COMMISSION**  
 515 WATCHUNG AVENUE, ROOM 202  
 PLAINFIELD, NEW JERSEY 07060



Sharon Robinson-Briggs, Mayor

Sandra Gurshman, Chairwoman  
 John Favazzo, Vice Chairman

**MEETING MINUTES OF THE PLAINFIELD HISTORIC PRESERVATION COMMISSION**  
**DECEMBER 17, 2013, 7:30 PM, CITY HALL LIBRARY, 515 WATCHUNG AVENUE, PLAINFIELD, NEW JERSEY**

**CALL TO ORDER AND PUBLIC NOTICE**

Chairwoman Gurshman called the regular meeting of the Plainfield Historic Preservation Commission to order at 7:36 PM and read the following into the record: *“This is a regularly scheduled meeting of the Historic Preservation Commission of the City of Plainfield, Union County, New Jersey. Adequate notice of this meeting has been given in accordance with the Open Public Meetings Act in that a notice was published in the Courier News on January 4, 2013, and the notice of this meeting was posted in the City Clerk and Planning Division offices.”*

| Name, Class Designation (Term Duration)                  | 1/22/13 | 2/26/13 | 3/19/13 | 4/23/13 | 5/28/13 | 6/25/13 | 7/23/13 | 8/27/13 | 9/24/13 | 10/22/13 | 11/19/13 | 12/17/13 |
|--|---------|---------|---------|---------|---------|---------|---------|---------|---------|----------|----------|----------|
| Vice Chairman John Favazzo, Class A (5/10/10 - 12/31/13) | X       | X       |         | X       | X       | X       |         | X       | X       | X        | X        |          |
| Lawrence Ferrara, Class C (1/18/11 - 12/31/14)           | X       | X       | X       | X       | X       | X       | X       | X       |         | X        | X        | X        |
| James Galvin, Alternate #1, Class A (1/3/13 - 12/31/14)  | X       | X       |         | X       | X       | X       |         | X       | X       |          | X        | X        |
| Bill Garrett, Class B (2/3/12 - 12/31/15)                | X       |         | X       | X       |         |         | X       |         | X       | X        | X        | X        |
| Chairwoman Sandra Gurshman, Class B (1/18/11 - 12/31/14) | X       | X       | X       | X       | X       | X       | X       | X       | X       | X        | X        | X        |
| Jan Jasper, Class C (1/3/13 - 12/31/16)                  | X       | X       | X       | X       | X       |         | X       | X       | X       | X        | X        | X        |
| Patricia Turner Kavanaugh, Class C (1/3/12 - 12/31/15)   | X       | X       | X       | X       | X       | X       | X       |         |         | X        | X        | X        |
| Elizabeth King, Class C (1/3/13 - 12/31/16)              | X       |         | X       | X       | X       | X       | X       | X       | X       |          | X        | X        |
| William Michelson, Class B (1/18/11 - 12/31/14)          | X       | X       | X       |         | X       | X       | X       | X       | X       | X        | X        | X        |
| David Westlake, Class A (1/3/13 - 12/31/16)              | X       | X       | X       | X       | X       | X       | X       | X       | X       | X        | X        | X        |
| Alternate Member #2 VACANT (2-year term)                 |         |         |         |         |         |         |         |         |         |          |          |          |
| HPC Consultant Gail Hunton                               |         | X       | X       | X       |         | X       | X       |         |         | X        | X        | X        |
| HPC Secretary Scott Bauman                               | X       | X       | X       | X       | X       | X       | X       | X       | X       | X        | X        | X        |

**ADOPTION OF NOVEMBER 19, 2013, MEETING MINUTES**

Mr. Michelson made a motion, seconded by Ms. King, and unanimously approved by all to accept the November 19, 2013, meeting minutes as presented.

**NEW BUSINESS**

Mr. Michelson made a motion, seconded by Ms. King, and unanimously approved by all to adopt the 2014 meeting calendar. Meetings will be held at 7:30 PM on the 4<sup>th</sup> Tuesday of the month except for November and December, which will be the 3<sup>rd</sup> Tuesday instead.

**MEETING MINUTES OF THE PLAINFIELD HISTORIC PRESERVATION COMMISSION  
DECEMBER 17, 2013, 7:30 PM, CITY HALL LIBRARY, 515 WATCHUNG AVENUE, PLAINFIELD, NEW JERSEY**

**COMMITTEE REPORTS**

**1. Community Outreach / Historic Preservation Awareness Committee**

- A. Postcard notifying owners in historic districts / locally designated historic sites.

Mr. Favazzo reported that permission from the library to use the images on the postcard is granted, and the postcard design is finalized. Mr. Bauman will obtain mailing labels, and will ensure that a Spanish translation of the postcard is on the Commission's website before the postcard is distributed.

- B. Revising Multiple Listings Service (MLS) forms to include historic designations.

Mr. Bauman reported that he received an email from someone who represents the Realtor's Association, and he had no problem meeting to discussing a strategy after the holidays. Commission members questioned if other states have changed their MLS forms- if they have had similar issues concerning historic properties.

**2. Ordinance Revision Committee**

Mr. Michelson said he is going to review the mechanisms in place in the city's ordinance that notifies property owners or contractors that their proposals require review and approval by the Historic Preservation Commission.

**3. Architectural Review Committee.**

Mr. Bauman reported that the Planning Division processed the following proposals onto the Building Department based on the Architectural Subcommittee reports that they did not require a Certificate of Appropriateness:

- 957 Central Avenue. EPDM flat rubber roof replacement. 11/13/13
- 817 Hillside Avenue. Asphalt shingle roof replacement. 12/2/13

**PLANNING DIVISION REPORT**

**1. Zoning Approval / Denial Letters Issued by Zoning Officer**

- 221 Park Avenue. Denial for installation of awning and awning sign. 11/12/13

**2. Zoning Violation Notices Issued by Zoning Officer**

- 1127 Watchung Avenue. Commercial vehicle storage; Fine and bench warrant issued. 10/10/13
- 1202 Watchung Avenue. Front porch railing installation without a CA. Court date 12/17/13
- 316 East Seventh Street. 6' high front yard vinyl privacy fence installed. 1<sup>st</sup> violation notice 10/22/13
- 742 Webster Place. Commercial vehicle outdoor storage. 2<sup>nd</sup> violation notice 10/25/13

**3. Property Maintenance Code Violation Reports Issued by Division of Inspections**

- 715 Ravine Road. Abatement date 11/4/13
- 740 Belvidere Avenue. Abatement date 11/4/13

**4. Certificate of Compliance Notices Issued by Division of Inspections**

- 1003 Putnam Avenue. House, garage, sidewalk repair; re-inspection 9/20/13
- 822 Webster Place. Illegal driveway and driveway apron; re-inspection 11/15/13
- 966 Hillside Avenue. Sidewalk, and garage repair; re-inspection 11/15/13
- 825 First Place. House, driveway, chimney, fencing, windows; re-inspection 11/29/13

**MEETING MINUTES OF THE PLAINFIELD HISTORIC PRESERVATION COMMISSION  
DECEMBER 17, 2013, 7:30 PM, CITY HALL LIBRARY, 515 WATCHUNG AVENUE, PLAINFIELD, NEW JERSEY**

**DISCUSSION**

**1. Lampkin House & Barn, 852 Terrill Road**

Mr. Bauman reported that a subcommittee met to discuss the condition of the structures and concluded that the city needs to expedite any land swap so that stabilization work can begin immediately.

**2. Spanish Translation of Design Guidelines**

Mr. Bauman reported that he is working on executing the contract with the translation company Simply Spanish.

**3. Cedar Brook Park: Replacement of Pemberton Avenue Vehicular Bridge**

Mr. Bauman said there was nothing new to report; \$11,200 is needed from shared Park Avenue / Plainfield Avenue road projects in order to go ahead with the revised bridge design.

**4. Green Brook Park: Replacement of Pedestrian Bridge**

Ms. Hunton said Union County contacted her and she said that the County is classifying the structure as a vehicular bridge and the loads must meet county traffic requirements. Commission members pointed out that there are no roads leading to the bridge. Ms. Hunton commented that in each revised plan, the bridge gets bigger. The Commission recommended that the County work more closely with the bridge company, reduce the size of the bridge, and get back to them.

**ADJOURNMENT**

There being no further business, Mr. Galvin made a motion for adjournment, seconded by Ms. Turner Kavanaugh; all voted in favor, none opposed. The meeting adjourned at 8:37 PM

Respectfully submitted,

*Scott Bauman*

Scott Bauman, AICP, PP  
Principal Planner / HPC Secretary, Plainfield Planning Division  
Prepared: January 16, 2014

**MOTION TO APPROVE: Mr. Michelson**

**SECOND: Mr. Galvin**

**APPROVED: January 28, 2014**