



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



Adrian O. Mapp, Mayor

Sandra Gurshman, Chairwoman
 Larry Ferrara, Vice Chairman

MEETING MINUTES OF THE PLAINFIELD HISTORIC PRESERVATION COMMISSION
JANUARY 28, 2014, 7:30 PM, CITY HALL LIBRARY, 515 WATCHUNG AVENUE, PLAINFIELD, NEW JERSEY

CALL TO ORDER AND PUBLIC NOTICE

Commission Secretary called the reorganization and regular meeting of the Plainfield Historic Preservation Commission to order at 7:30 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.”*

2014 Historic Preservation Commission Name, Class Designation (Term Duration)	1/28/14	2/25/14	3/25/14	4/22/14	5/27/14	6/24/14	7/22/14	8/26/14	9/23/14	10/28/14	11/18/14	12/16/14
Lawrence Ferrara, Class C (1/18/11 - 12/31/14)	X											
James Galvin, Alternate #1, Class A (1/3/13 - 12/31/14)	X											
Bill Garrett, Class B (2/3/12 - 12/31/15)	X											
Sandra Gurshman, Class B (1/18/11 - 12/31/14)	X											
Jan Jasper, Class C (1/3/13 - 12/31/16)												
Patricia Turner Kavanaugh, Class C (1/3/12 - 12/31/15)	X											
Elizabeth King, Class C (1/3/13 - 12/31/16)	X											
William Michelson, Class B (1/18/11 - 12/31/14)	X											
Regular Member #8 VACANT (4 year term ending 12/31/18)												
Regular Member #9 VACANT (unexpired term ending 12/31/16)												
Alternate Member #2 VACANT (2 year term ending 12/31/16)												

REORGANIZATION MEETING FOR 2014

- Nominations for Chair.** Ms. Turner Kavanaugh made a motion to nominate Sandy Gurshman as Chairwoman for 2014; Mr. Galvin seconded the motion. Since there were no more nominations, all present unanimously approved the motion, making Ms. Gurshman the Chairwoman of the Historic Preservation Commission for 2014.
- Nominations for Vice Chair.** Ms. Turner Kavanaugh made a motion to nominate Larry Ferrara as Vice Chairman for 2014; Ms. King seconded the motion. Since there were no more nominations, all present unanimously approved the motion, making Mr. Ferrara the Vice Chairman of the Historic Preservation Commission for 2014.
- Appointment of Historic Preservation Consultant.** Mr. Michelson made a motion to appoint Gail Hunton as consultant to the Historic Preservation Commission for 2014; Ms. Turner Kavanaugh seconded the motion; those present unanimously approved the motion, making Ms. Hunton the consultant to the Historic Preservation Commission for 2014.

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4. **Appointment of Recording Secretary.** Ms. King made a motion to appoint Scott Bauman as recording secretary to the Historic Preservation Commission for 2014; Ms. Turner Kavanaugh seconded the motion; those present unanimously approved the motion, making Mr. Bauman the recording secretary to the Historic Preservation Commission for 2014.
5. **Resolution Adopting the 2014, and January 2015 Meeting Schedule.** Mr. Michelson made a motion to adopt the 2014 meeting schedule as the fourth Tuesday of the month at 7:30 PM in Plainfield City Hall, 515 Watchung Avenue, Plainfield, with the exception of November and December 2014, for which the meeting will be held on the third Tuesday. Ms. King seconded the motion and it was unanimously approved by voice vote.
6. **Resolution Designating Newspaper for Publication of Legal Notices.** Mr. Michelson made a motion to approve a resolution designating the Courier News as the official newspaper of the Plainfield Historic Preservation Commission for the purpose of publishing of official notices. Ms. Turner Kavanaugh seconded the motion and it was unanimously approved by voice vote.
7. **Resolution Adopting Procedures, Forms, and By-Laws.** Ms. King made a motion to approve a resolution adopting the procedures, forms, and by-laws of the Plainfield Historic Preservation Commission for 2014 as cited in Article IV of the City Land Use Ordinance adopted by City Council December 2, 2002, amended through August 8, 2011. Mr. Michelson seconded the motion and it was unanimously approved by voice vote.

RECOGNITION OF COMMISSIONER DAVID WESTLAKE

Chairwoman Gurshman announced that Commissioner David Westlake passed away on January 15, 2014. Several Commission members expressed their condolences; a Commission resolution will be ready by the February meeting.

ADOPTION OF DECEMBER 17, 2013, MEETING MINUTES

Mr. Michelson made a motion, seconded by Mr. Galvin, and unanimously approved by all to approve the December 17, 2013, meeting minutes as presented.

NEW BUSINESS

1. Certificate of Appropriateness Applications

A. HPC 13-15. 1007 Watchung Avenue. Block 639, Lot 16. Putnam Watchung Historic District

Mr. Bauman announced that the Applicant has served notice and the Commission has jurisdiction. Elaine Burrell of 1007 Watchung Avenue, Plainfield, introduced herself and told the Commission that she is proposing to construct a 24' x 24' two-car detached garage in the rear yard. Ms. Burrell said the city requires her to build a new garage within one year of when she demolished her old garage (a converted barn), which had been greatly damaged by Superstorm Sandy. Ms. Burrell said she researched the cost of materials; she passed around specifications for exterior composite panel siding. The roof shingles will match those on the house. The garage doors are proposed vinyl and white. Ms. Hunton commented that the public will mostly see the doors from the street, and two doors will help break up the mass of the garage; she also reported that the roof pitch is on the shallow side.

When asked if the 24' x 24' size was permitted, Mr. Bauman noted that two car garages cannot exceed 22' x 25', or 550 square feet. Mr. Galvin commented that the plans say the exterior siding is "structural panel siding". Chairwoman Gurshman opened the meeting to the public. Reverend Willie Moody of 221 Park Avenue asked if Mr. Burrell could purchase a garage kit; Ms. Hunton said kits are fine, but the city's design guidelines do not approve vinyl siding. Hearing no other comments from the public, Chairwoman Gurshman closed the public comment portion of the meeting.

Ms. King made a motion to carry application HPC 13-15 to the February 25, 2014, meeting; no further notice is required. Ms. Turner Kavanaugh seconded the motion and it was unanimously approved by voice vote.

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B. HPC 13-16. 221 Park Avenue. Block 315, Lot 11. North Avenue Historic District

Mr. Bauman announced that the Applicant has served notice and the Commission has jurisdiction. Rev. Willie Moody and his wife Rev. Sharon Moody introduced themselves. Rev. Moody told the Commission that he is seeking after-the-fact approval for two wall-mounted signs- one on the Park Avenue façade (13.1 square feet), and one on the North Avenue façade (4 square feet). Rev. Moody said the signs were already installed but he provided to the Commission pictures of photo-shopped signs on the building. Mr. Michelson commented that the lettering fonts do not match, and there is decal lettering.

Commission members expressed a preference of having the Park Avenue sign relocated several feet in height to a location where a sign from a previously vacated medical practice exists. Rev. Moody said he would approach the property owner about removing the sign. Mr. Bauman said if a business is no longer in operation, the associated signage must be removed from the building. Rev. Moody passed around his phone and showed pictures of the signs on the building.

Chairwoman Gurshman opened the meeting to the public. Hearing no comments, Chairwoman Gurshman closed the public comment portion of the meeting. Ms. King made a motion to carry application HPC 13-16 to the February 25, 2014, meeting; no further notice is required. Ms. Turner Kavanaugh seconded the motion and it was unanimously approved by voice vote.

COMMITTEE REPORTS

1. Community Outreach / Historic Preservation Awareness Committee

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

Chairwoman Gurshman reported that the postcard design is finalized, and Mr. Bauman will obtain mailing labels.

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

Mr. Bauman reported no update.

2. Ordinance Revision Committee

Mr. Michelson reported no update.

3. Architectural Review Committee.

Mr. Bauman reported that the Architectural Review Committee did not review any proposals in January.

PLANNING DIVISION REPORT

1. Zoning Approval / Denial Letters Issued by Zoning Officer

- 221 Park Avenue. Denial for wall mounted signs. 12/27/13

2. Zoning Violation Notices Issued by Zoning Officer

- 1127 Watchung Avenue. Commercial vehicle storage; court date 1/15/14, adjourned to a later date
- 1202 Watchung Ave. Front porch railing installed without a CA. Court 1/21/14- adjourned to a later date
- 316 East Seventh Street. 6' high front yard vinyl privacy fence installed. 1st violation notice 10/22/13
- 742 Webster Place. Commercial vehicle outdoor storage. 2nd violation notice 10/25/13

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

- 740 Belvidere Avenue. Abatement date 1/17/14- no report from Inspections Division yet.

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4. Certificate of Compliance Notices Issued by Division of Inspections

- 1003 Putnam Avenue. House, garage, sidewalk repair; re-inspection 12/17/13
- 822 Webster Place. Illegal driveway and driveway apron; re-inspection 12/17/13
- 825 First Place. House, driveway, chimney, fencing, windows; re-inspection 11/29/13

DISCUSSION

1. Lampkin House & Barn, 852 Terrill Road

Mr. Bauman reported no update. The city needs to expedite any land swap so that stabilization work can begin immediately. The city cannot utilize the Union County matching grant until the property is listed on the New Jersey and National Registers of Historic Places.

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 reported no update.

4. Green Brook Park: Replacement of Pedestrian Bridge

Ms. Hunton reported no update.

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 9:10 PM

Respectfully submitted,

Scott Bauman

Scott Bauman, AICP, PP
Principal Planner / HPC Secretary, Plainfield Planning Division
Prepared: February 19, 2014

MOTION TO APPROVE: Ms. Turner Kavanaugh

SECOND: Mr. Michelson

APPROVED: March 25, 2014

ABSTAINED: Ms. Jasper