



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



Adrian O. Mapp, Mayor

William Michelson, Chairman  
Larry Quirk, Vice Chairman

**TO:** Mayor Adrian O. Mapp  
Members of the Plainfield City Council  
Members of the Plainfield Planning Board

**FROM:** William Michelson, Chairman- Plainfield Historic Preservation Commission

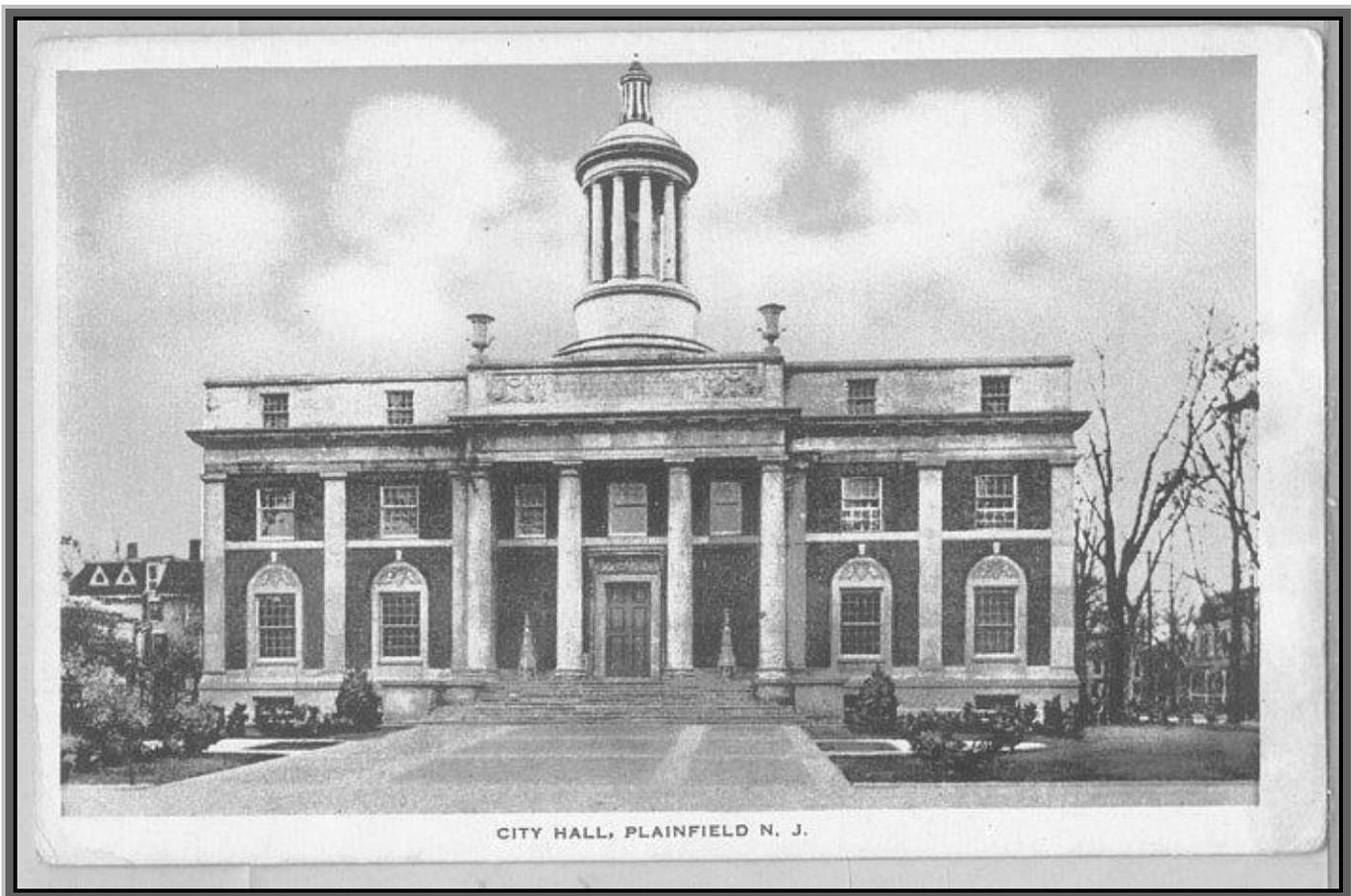
**DATE:** March 24, 2015

**RE:** Year 2014 Report of the Plainfield Historic Preservation Commission

A Year End Report is prepared by every Board and Commission at the conclusion of each calendar year and forwarded to the Mayor and City Council. The attached 2014 Year End Report summarizes the business of the Plainfield Historic Preservation Commission (the "HPC") for the past year.

Should there be any comments or questions about the 2013 report, do not hesitate to contact Principal Planner and Commission Secretary Scott Bauman at 908-753-3580 or [scott.bauman@plainfieldnj.gov](mailto:scott.bauman@plainfieldnj.gov).

# CITY OF PLAINFIELD HISTORIC PRESERVATION COMMISSION 2014 ANNUAL REPORT



Prepared March 9, 2015, by the Plainfield Planning Division  
City Hall, 515 Watchung Avenue, Plainfield, New Jersey 07060

Approved by the Plainfield Historic Preservation Commission March 24, 2015

## PREFACE

The City of Plainfield was awarded the status of a Certified Local Government (“CLG”) under the Department of the Interior National Park Service on December 24, 1986. The Plainfield Historic Preservation Commission (the “HPC”) functions as the local body committed to the execution of the State and Federal CLG programs. The 2013 Plainfield Historic Preservation Commission Annual Report submitted herein fulfills the annual report requirements for the CLG program. Staff support for the Plainfield Historic Preservation Commission is provided by the Plainfield Division of Planning, 515 Watchung Avenue, Plainfield, New Jersey 07060, (908) 753-3580.

## MISSION STATEMENT

The Plainfield Historic Preservation Commission was established by Ordinance MC 1986-28 in December of 1986. By ordinance, the Commission is assigned several different purposes or functions. These functions can be summarized as preserving historic buildings and archeological sites through public education, policy development, advocacy and governmental participation. More specifically, the Commission is to conduct surveys of local historic properties, promote and conduct educational and interpretive programs on historic properties within the City, and recommend ordinances and provide information that will promote the preservation and restoration of historic properties and districts.

## FUNDING

The Plainfield Historic Preservation Commission receives funding solely from the City of Plainfield. In 2014, City funding was in the form of staff support and an \$8,300.00 CY 2014 Budget adopted by City Council as part of the overall city budget. In 2014 staff assistance was provided to the Commission through three main positions: Principal Planner, Commission Secretary, and Planning Director. The below chart represents the HPC budgets 2011-2014:

Line Item	2011 Appropriated Actual	2012 Appropriated Actual	2013 Appropriated Actual	2014 Appropriated Actual
Salaries & Wages: Commission Secretary	\$ 1,200.00 \$ 1,200.00	\$ 1,200.00 \$ 1,200.00	\$ 1,200.00 \$ 1,200.00	\$ 1,200.00 \$ 1,200.00
Professional Training & Staff Development	\$ 400.00 \$ 143.99	\$ 950.00 \$ 0.00	\$ 250.00 \$ 385.77	\$ 400.00 \$ 0.00
Stationery, Printing & Office Supplies	\$ 0.00 \$ 210.00	\$ 0.00 \$ 0.00	\$ 0.00 \$ 48.01	\$ 50.00 \$ 0.00
Legal Advertisements	\$ 50.00 \$ 0.00	\$ 100.00 \$ 60.08	\$ 100.00 \$ 58.32	\$ 100.00 \$ 0.00
Travel allowance	\$ 50.00 \$ 0.00	\$ 100.00 \$ 0.00	\$ 100.00 \$ 0.00	\$ 100.00 \$ 0.00
Salaries & Wages: Commission Consultant	\$ 3,000.00 \$ 2,000.00	\$ 6,000.00 \$ 3,181.99	\$ 5,300.00 \$ 5,050.20	\$ 6,000.00 \$ 547.50
Convention / Conference Registration	\$ 100.00 \$ 0.00	\$ 100.00 \$ 119.00	\$ 100.00 \$ 0.00	\$ 100.00 \$ 0.00
Association Dues	\$ 75.00 \$ 80.00	\$ 100.00 \$ 0.00	\$ 150.00 \$ 240.00	\$ 150.00 \$ 0.00
Publications	\$ 0.00 \$ 0.00	\$ 0.00 \$ 0.00	\$ 100.00 \$ 100.00	\$ 100.00 \$ 0.00
Program / Community Initiative	\$ 50.00 \$ 18.43	\$ 0.00 \$ 0.00	\$ 100.00 \$ 0.00	\$ 100.00 \$ 0.00
<b>TOTALS:</b>	<b>\$ 4,925.00</b> <b>\$ 3,652.42</b>	<b>\$ 8,550.00</b> <b>\$ 4,561.07</b>	<b>\$ 7,400.00</b> <b>\$ 7,082.30</b>	<b>\$ 8,300.00</b> <b>\$ 1,747.50</b>

## COMMISSION MEMBERSHIP, MEETINGS, & ATTENDANCE

By ordinance the Commission is composed of nine (9) regular members and two (2) alternate members-regular members serving a four-year term, and alternate members serving a two-year term. Ten (10) meetings of the Plainfield Historic Preservation Commission were held in 2014. The following attendance log provides a comprehensive listing of attendance records for the Commission members:

2014 Historic Preservation Commission Name, Class Designation (Term Ends)	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 (12/31/14)	X		X	X	X	X	X		X			n/a
James Galvin, Alternate #1, Class A (12/31/14)	X		X									
Sandra Gurshman, Class B (12/31/14)	X		X	X	X	X	X	X	X	X		X
William Michelson, Class B (12/31/14)	X		X	X	X	X	X	X	X			X
Bill Garrett, Class B (12/31/15)	X			X	X	X		X	X	X		X
Patricia Turner Kavanaugh, Class C (12/31/15)	X		X	X		X		X	X	n/a		n/a
Jan Jasper, Class C (12/31/16)			X		X		X			X		
Elizabeth King, Class C (12/31/16)	X		X	X	X	X	X	X	X			X
John Favazzo, Class A (12/31/17)	n/a		n/a	X	X	X	X		X	X		X
Larry Quirk Class A (12/31/17)	n/a		n/a	X	X	X	X	X	X	X		X
Regular Member #9 VACANT (unexpired term ending 12/31/15)												
Alternate Member #2 VACANT (2 year term)												

## COMMISSION MEETING ACTIVITY

In 2014, the HPC held 10 public meetings and conducted 18 hearings for Certificate of Appropriateness. The Planning Division received 18 Certificate of Appropriateness applications in 2014 and collected \$1,260 in application fees. Twenty-one (21) proposals did not require a Certificate of Appropriateness. The 2014 Activity Journal is attached to this report which outlines the detail of each application. The following is a chart which provides the type of applications heard by the Commission and the application trends from 2000-2014:

Activity	2014	13	12	11	10	09	08	07	06	05	04	03	02	01	2000
Roof / Gutter	11	18	6	4	11	14	13	9	6	3	15	37	11	16	15
Porch / Steps / Railing	13	6	5	1	6	10	7	5	6	8	11	19	2	15	12
Exterior Siding	3	1	5	1	3	4	5	2	3	3	8	2	6	2	4
Window Repair /Replacement	7	4	3	2	5	4	4	2	4	3	8	9	1	6	3
New Fencing	5	3	7	0	4	2	3	2	6	4	6	3	0	2	1
Building Addition	1	0	1	0	0	1	0	1	0	0	2	1	0	1	1
Garage Replacement	0	2	1	1	1	2	0	0	1	2	2	1	1	1	0
Sign / Facade	0	1	0	0	0	1	2	8	0	0	0	0	0	0	0
New Residence Construction	0	0	0	0	0	0	0	0	1	0	0	0	1	4	0
Curbing / Sidewalk	3	0	0	1	0	4	0	1	7	0	2	0	2	3	1
Awnings	1	0	2	0	0	0	0	0	0	0	0	0	0	0	0
Other	4	7	6	0	4	7	1	2	12	7	7	3	0	2	0

The following chart provides the amount of applications filed and fees collected from 2000-2014:

	2014	13	12	11	10	09	08	07	06	05	04	03	02	01	2000
<b>Apps Filed</b>	18	16	23	10	8	23	22	28	28	20	36	52	24	40	23
<b>Fees</b>	\$1,260	\$940	\$1,430	\$750	\$420	\$1,140	\$1,100	\$1,460	\$1,180	\$1,100	\$1,920	\$2,800	\$1,130	\$1,605	\$1,080

**OUTREACH TO THE PUBLIC**

In 2014, the HPC prepared and released a postcard that was mailed directly to each of the 614 property owners in the historic districts and owners of historic designated landmarks, alerting them that their properties are in one of the historic districts or individually landmarked. The postcard can be viewed at the conclusion of this report.

During 2014, the HPC worked on having the Design Guidelines for Historic Sites and Districts translated into Spanish- this project is nearing completion and should be released soon.

All of the projects, goals, and accomplishments of the Plainfield Historic Preservation Commission were discussed during the year at regular Commission meetings. For a full review of the discussions pertaining to any Commission matter, a complete set of the 2014 meeting agendas and minutes are available on the city’s website.



City of Plainfield  
 Division of Planning  
 515 Watchung Avenue  
 Plainfield, NJ 07060

**You must apply for a permit** before starting any exterior work on your property, such as roofs, siding, windows, porches, garages, sidewalks and fences.

**Before starting any work** contact the HPC about the application process.

**Violations and fines are issued** for work performed without a permit. All violations must be corrected!

Image Courtesy of Plainfield Public Library

Para copia de esta postal en español por favor visita la página de la comisión en la dirección:  
[www.plainfieldnjhistoricpreservation.com](http://www.plainfieldnjhistoricpreservation.com)

**Did you know...that your property is located in one of Plainfield's historic districts and is protected by the Historic Preservation Ordinance?**



Since 1986 the Plainfield Historic Preservation Commission (HPC) has served to preserve and promote the rich architectural heritage of Plainfield, increase home values, foster civic beauty, and strengthen the local economy.

Please Visit [www.plainfieldnjhistoricpreservation.com](http://www.plainfieldnjhistoricpreservation.com) or call (908)753-3580

- Request a Property Owner's Info Packet
- Discuss your project with the HPC
- Download the Design Guidelines for Historic Properties or a Permit Application
- Follow the links for additional resources to help plan your property improvement projects

Postcard sent to owners of properties in historic districts / individual landmark properties.