



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

REORGANIZATION & REGULAR MEETING MINUTES- PLAINFIELD HISTORIC PRESERVATION COMMISSION
FEBRUARY 24, 2015, 7:30 PM, CITY HALL 1ST FLOOR LIBRARY, 515 WATCHUNG AVENUE, PLAINFIELD, NJ

CALL TO ORDER AND PUBLIC NOTICE

Historic Preservation Secretary Scott Bauman called the regular meeting of the Plainfield Historic Preservation Commission to order at 7:41 PM and in conformance with the Open Public Meetings Act read aloud the following: “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 1, 2015, and the notice of this meeting was posted in the City Clerk and Planning Division offices.”

2015 Historic Preservation Commission Name, Class Designation (Term Ends)	1/27/15	2/24/15	3/24/15	4/28/15	5/26/15	6/23/15	7/28/15	8/25/15	9/15/15	10/27/15	11/17/15	12/15/15
John Favazzo, Class A (12/31/2017)		X										
Bill Garrett, Class B (12/31/2015)		X										
Sandra Gurshman, Class B (12/31/2018)		X										
Jan Jasper, Class C (12/31/2016)		X										
Elizabeth King, Class C (12/31/2016)												
William Michelson, Class B (12/31/2018)		X										
Larry Quirk Class A (12/31/2017)		X										
Gary Schneider, Class B (12/31/2015)		X										
Reginald Thomas, Class A (12/31/2018)		X										
Alternate Member #1 VACANT (2 year term)												
Alternate Member #2 VACANT (2 year term)												

The January 27 meeting was cancelled due to inclement weather

REORGANIZATION MEETING FOR 2015

- Nomination for Chair.** Ms. Gurshman made a motion to nominate William Michelson as Chairman; Mr. Quirk seconded the motion. Since there were no other nominations, all those present unanimously approved the motion, making Mr. Michelson the Chairman of the Historic Preservation Commission for 2015.
- Nomination for Vice Chair.** Ms. Gurshman made a motion to nominate Lawrence T. Quirk as Vice Chairman; Mr. Favazzo seconded the motion. Since there were no other nominations, all those present unanimously approved the motion, making Mr. Quirk the Vice Chairman of the Historic Preservation Commission for 2015.

PUBLIC SESSION ADJOURNS TO EXECUTIVE SESSION

Chairman Michelson read the following into the record:

The HPC has determined that one (1) issue is permitted by N.J.S.A. 10:4-12(b) to be discussed without the public in attendance and it shall be discussed during an Executive Session to be held on February 24, 2015. The issue is “*appointment of a historic preservation consultant for 2015*”. The parties who responded to the City’s Request for Proposals are: BRS Brownfield Redevelopment Solutions, Inc.; Dennis Bertland Associates; Barton Ross & Partners, LLC; and McCabe & McCabe, LLC. The nature of the discussion involves the appointment of a historic preservation consultant for 2015. The length of the Executive Session is estimated to be 45 minutes after which the public meeting of the Historic Preservation Commission will reconvene and proceed with business. The Historic Preservation Commission will go into Executive Session for only the above stated reason.

Ms. Gurshman made a motion to adjourn the public session and enter into executive session; Mr. Schneider seconded the motion and it was unanimously approved by voice vote. The meeting adjourned at 7:43 PM.

RETURN TO PUBLIC SESSION

At 8:17 PM, Vice Chairman Quirk made a motion to return to public session; Mr. Schneider seconded the motion and it was unanimously approved by voice vote.

REORGANIZATION MEETING FOR 2015 (continued)

3. **Appointment of Recording Secretary.** Ms. Gurshman made a motion to appoint Scott Bauman as recording secretary to the Historic Preservation Commission for 2015; Mr. Garrett seconded the motion; those present unanimously approved the motion, making Mr. Bauman the recording secretary to the Historic Preservation Commission for 2015.
4. **Resolution Adopting the 2015 Meeting Schedule.** Chairman Michelson noted that the Commission approved a resolution adopting the 2015 meeting schedule at the December 16, 2014, meeting.
5. **Resolution Designating Newspaper for Publication of Legal Notices.** Ms. Gurshman 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. Mr. Schneider seconded the motion and it was unanimously approved by voice vote.
6. **Resolution Adopting Procedures, Forms, and By-Laws.** Ms. Gurshman made a motion to approve a resolution adopting the procedures, forms, and by-laws of the Plainfield Historic Preservation Commission for 2015 as cited in Article IV of the City Land Use Ordinance adopted by City Council December 2, 2002, amended through February 10, 2014. Mr. Schneider seconded the motion and it was unanimously approved by voice vote.

PRESENTATION OF DECEMBER 16, 2014, MEETING MINUTES

Vice Chairman Quirk made a motion to approve the December 16, 2014, meeting minutes as presented; Ms. Gurshman seconded the motion and it was approved unanimously by voice vote. The following abstained from voting: Ms. Jasper, Mr. Schneider, and Mr. Thomas.

UNFINISHED BUSINESS

1. Certificate of Appropriateness Application HPC 14-18. 440 West Eighth Street. Block 764, Lot 10. Van Wyck Brooks Historic District. Applicant / Owner: Stephen F. McArthur.
On December 16, 2014, the Historic Preservation Commission approved a Certificate of Appropriateness for the construction of a new porte-cochere. A condition of approval required the applicant to submit new construction drawings for the foundation wall for the Historic Preservation Commission to review. The Historic Preservation Commission reviewed a drawing prepared by the applicant dated November 21, 2014, revised January 9, 2015, showing 16" x 8" x 8" concrete block faced with brick to match existing on all sides". The Commission members agreed that the applicant has satisfied the condition and HPC Secretary Mr. Bauman will contact the applicant to inform him that he can proceed to apply for building permits.

NEW BUSINESS

1. Spanish Translation of the *Design Guidelines for Historic Districts & Sites*
The Commission reviewed the draft translation and after a misspelling was discovered on the title page, Chairman Michelson asked Mr. Bauman to follow-up with the translator to request another proofread of the document. Chairman Michelson announced that this agenda item is being carried to the March 24, 2015, meeting.
2. Informational Meeting- 816 Madison Avenue; Block 716, Lot 4. Van Wyck Brooks Historic District.
Vicky Griswold of 816 Madison Avenue and roofing contractor Brad Needleman of 88 Meadowbrook Road, North Plainfield introduced themselves to the Commission.

Ms. Griswold told the Commission that she has a hole in her roof that is leaking into the house. The roof shingles are slate and she would like to replace the slate shingles with asphalt shingles- installing new slate shingles would be too expensive. Mr. Needleman said the slate shingles are Pennsylvania slate and are about 120 years old- the slate shingles are beyond repair. Mr. Needleman described the scope of his work- he would prefer to install an asphalt shingle called "CertainTeed Slateline"- they are thicker and higher quality than GAF slateline asphalt shingles. Mr. Favazzo said the Commission has approved slateline products before.

Ms. Gurshman asked Mr. Needleman if he would consider installing half-round gutters. Mr. Needleman replied half round gutters will have to be seamed which could leak over time- he would have to think about what kind of gutters to use. Mr. Needleman said he will use round downspouts. As the informational meeting concluded, Mr. Bauman said he will email Ms. Griswold and Mr. Needleman a Certificate of Appropriateness application. Ms. Griswold and Mr. Needleman thanked the Commission for their time.

DISCUSSION

1. Lampkin House on 852 Terrill Road

Mr. Bauman informed the Commission that historic preservation consultant Dennis Bertland will soon be ready to update the Commission on his project for the nomination of the Lampkin House to the State and National Registers of Historic Places using the Criterion D significance potential.

2. Historic Preservation Commission Website

Mr. Bauman informed the Commission that the city is revamping its website and will soon be ready to have the information on the Historic Preservation Commission's website included in the city's website.

**MEETING MINUTES OF THE PLAINFIELD HISTORIC PRESERVATION COMMISSION
FEBRUARY 24, 2015, 7:30 PM, CITY HALL LIBRARY, 515 WATCHUNG AVENUE, PLAINFIELD, NEW JERSEY**

The Historic Preservation Commission's website was recently shut down due to outstanding invoices- the webmaster shut down the site in January. Ms. Gurshman made a motion, seconded by Vice Chairman Quirk to request that the City pay any outstanding invoices to the website provider so that it may continue for the time being and to inform the Commission when the city's website is revamped so that the content of the Historic Preservation Commission's website can be uploaded to the city's new website. The motion passed unanimously by voice vote.

COMMITTEE REPORTS

1. Community Outreach / Historic Preservation Awareness Committee (continued)
 - Members of the Historic Preservation Commission updated new Commission members Messrs. Schneider and Thomas on the past efforts of the Commission to have the Multiple Listing Service (MLS) forms updated to include historic designations.
2. Ordinance Revision Committee. Mr. Bauman informed the Commission that the Planning Board plans on beginning the process of updating the Land Use Ordinance in April.
3. Architectural Review Committee. No report
4. Planning Division Report. Mr. Bauman said there is no monthly report in the meeting packet but a report covering the entire 2014 year will be submitted soon.

Chairman Michelson asked Commission members to think about creating new historic districts or enlarging existing districts and to be prepared to discuss at the March meeting.

ADJOURNMENT

There being no further business, Mr. Thomas made a motion for adjournment, seconded by Ms. Gurshman; all voted in favor, none opposed. The meeting adjourned at 9:37 PM

Respectfully submitted,

Scott Bauman

Scott Bauman, AICP, PP

Principal Planner / HPC Secretary, Plainfield Planning Division

Prepared: March 6, 2015

Approved by the Historic Preservation Commission: March 24, 2015