



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



Adrian O. Mapp, Mayor

William H. Michelson, Chairman
 Lawrence T. Quirk, Vice-Chairman

MEETING MINUTES- PLAINFIELD HISTORIC PRESERVATION COMMISSION
JANUARY 24, 2017, 7:30 PM, CITY HALL 1ST FLOOR LIBRARY, 515 WATCHUNG AVENUE, PLAINFIELD, NJ

Call to Order and Public Notice

HPC Secretary Scott Bauman called the reorganization and regular meeting of the Plainfield Historic Preservation Commission to order at 7:36 P.M. and in conformance with the Open Public Meetings Act read aloud the following: "In compliance with the Open Public Meetings Act, this is a regularly scheduled meeting of the Historic Preservation Commission of the City of Plainfield. Adequate notice of this meeting has been given in accordance with the Open Public Meetings Act, the annual meeting schedule was published in the Courier-News, and copies of the meeting schedule are posted in the offices of the City Clerk and Planning Division. I ask that everyone including Commission members please turn their cell phones to silence or vibrate and not take or send any electronic messages during this meeting."

Roll Call

2017 Historic Preservation Commission Name, Class Designation (Term Ends)	1/24/17	2/28/17	3/28/17	4/25/17	5/23/17	6/27/17	7/25/17	8/22/17	9/26/17	10/24/17	11/14/17	12/19/17
John Favazzo, Class A (12/31/2017)	X											
Bill Garrett, Class B (12/31/2019)												
Sandra Gurshman, Class B (12/31/2018)	X											
William Michelson, Class B (12/31/2018)	X											
Lawrence Quirk Class A (12/31/2017)	X											
Gary Schneider, Class C (12/31/2019)	X											
Reginald Thomas, Class A (12/31/2018)	X											
Regular Member #8 VACANT (4 year term)												
Regular Member #9 VACANT (4 year term)												
Alternate Member #1 VACANT (2 year term)												
Alternate Member #2 VACANT (2 year term)												

Also present: HPC Consultant Barton Ross, and HPC Secretary Scott Bauman

MEETING MINUTES- PLAINFIELD HISTORIC PRESERVATION COMMISSION
JANUARY 24, 2017, 7:30 PM, CITY HALL 1ST FLOOR LIBRARY, 515 WATCHUNG AVENUE, PLAINFIELD, NJ

Nominations and Call to Vote for Commission Chair

Upon request by Mr. Bauman, Commissioner Gurshman made a motion to nominate Commissioner Michelson as Commission Chairman for 2017. Commissioner Schneider seconded the motion and it was unanimously approved by voice vote.

Nominations and Call to Vote for Commission Vice-Chair

Upon request by Chairman Michelson, Commissioner Gurshman made a motion to nominate Commissioner Quirk as Commission Vice-Chairman for 2017. Commissioner Schneider seconded the motion and it was unanimously approved by voice vote.

Nominations and Call to Vote for Commission Consultant

Upon request by Chairman Michelson, Vice-Chairman Quirk made a motion to nominate Barton Ross as Commission Consultant for 2017. Commissioner Thomas seconded the motion and it was unanimously approved by voice vote.

Nominations and Call to Vote for Commission Secretary

Upon request by Chairman Michelson, Commissioner Gurshman made a motion to nominate Scott Bauman as Commission Secretary for 2017. Commissioner Schneider seconded the motion and it was unanimously approved by voice vote.

Designation of Official Newspaper for Publication of Legal Notices

Upon request by Chairman Michelson, Vice-Chairman Quirk made a motion to designate the Courier News as the 2017 official newspaper of the Plainfield Historic Preservation Commission for the publication of official notices for the purpose of the Open Public Meetings Act. Commissioner Schneider seconded the motion and it was unanimously approved by voice vote.

Presentation of December 20, 2016, Meeting Minutes

Commissioner Gurshman made a motion to adopt the December 20, 2016, meeting minutes as presented; Commissioner Schneider seconded the motion and it was approved unanimously by voice vote.

New Business

- 1. Certificate of Appropriateness Application HPC 2017-01. 315 Central Avenue. Blk. 103, Lot 2 Plainfield Fire Division Headquarters. Listed on the State & National Register of Historic Places in 1993**
Captain Walter Thompson and Lieutenant John Reed of the Plainfield Fire Division, 315 Central Avenue, Plainfield, introduced themselves to the Historic Preservation Commission. Lt. Reed informed the Commission that he provided notice of the hearing ten (10) days prior to the hearing but he does not have a copy of the meeting notice and affidavit of service of notice with him. Chairman Michelson permitted the hearing to proceed with the condition that the applicant provide Mr. Bauman with the hearing notice and service affidavit tomorrow morning (note: on January 25, the Applicant supplied the Affidavit of Service, and Chairman Michelson acknowledged it).

MEETING MINUTES- PLAINFIELD HISTORIC PRESERVATION COMMISSION
JANUARY 24, 2017, 7:30 PM, CITY HALL 1ST FLOOR LIBRARY, 515 WATCHUNG AVENUE, PLAINFIELD, NJ

Lt. Reed informed the Commission that the city received a FEMA grant for a 120 kW generator, bollards and screening/landscaping for Fire Division Headquarters. Since the informational hearing with the Commission on December 20, 2016, the only changes in the plan are 1) the color of the bollards changed from yellow to green; 2) arborvitae landscaping is now 8 feet tall; and 3) the generator height is approximately 8 feet. Lt. Reed informed the Commission that the generator cannot be located on the roof of the building due to engineering concerns, or the basement due to FEMA requirements. The generator cannot be located behind the building because of the parking lot.

Vice-Chairman Quirk confirmed with Lt. Reed the location of the landscaping and bollards. Chairman Michelson opened the meeting to the public; no one from the public commented. Chairman Michelson closed the public portion of the meeting. Vice-Chairman Quirk made a motion to grant a Certificate of Appropriateness for HPC 2017-01, 315 Central Avenue to install a Kohler 100kW/125kVA 208/600V Diesel Electric Generator on the lawn at ground level on the Central Avenue side, near the intersection with West Fourth Street in the exact site location as indicated on the drawing SK-1, dated 11-02-16, revision dated 01-24-2017. The generator will have crushed stone around its base, seven (7) dark green painted bollards for protection and the generator will be screened by arborvitae shrubs with a minimum height of 8 feet when planted. Commissioner Gurshman seconded the motion and it was approved unanimously.

John Favazzo (YES)	Bill Garrett (ABSENT)	Sandy Gurshman (YES)	William Michelson (YES)
Lawrence Quirk (YES)	Gary Schneider (YES)	Reginald Thomas (YES)	

2. Certificate of Appropriateness Application HPC 2016-15
822 Arlington Avenue. Block 717, Lot 2. Van Wyck Brooks Historic District
Maged Youssef- Applicant. Caroline Youssef- Property Owner

This is the second hearing of this application; the first hearing was held December 20, 2016. Ms. Caroline Youssef of 822 Arlington Avenue and Brad Needleman of Needleman Roofing, 88 Meadowbrook Road, North Plainfield, introduced themselves to the Commission.

Chairman Michelson told the Commission that he spoke with Mr. Needleman after last month's meeting about emergency roof repairs needed to the back of the roof that is visible from Madison Avenue; Mr. Needleman performed the emergency work which included installing new copper on the edges. Mr. Needleman distributed before and after pictures to the Commission. Vice-Chairman Quirk asked Mr. Needleman if he was planning to install the same copper drip edge along the entire roofline; Mr. Needleman said yes.

Mr. Needleman informed the Commission that Hatteras shingles are no longer in production and he will be using emerald green color Slateline GAF asphalt shingles instead. Mr. Ross commented that GAF shingles look good but not as good as Hatteras shingles. Mr. Needleman said the new downspouts will be round white corrugated aluminum. Mr. Ross commented that is OK with the gutter details provided by Mr. Needleman. Commissioners Thomas and Favazzo engaged in a discussion with Mr. Needleman about the roll roofing, flashing, counterflashing, and how water will drain off the roof properly; they also discussed at length how the roofing tar will adhere to the metal drip edge.

MEETING MINUTES- PLAINFIELD HISTORIC PRESERVATION COMMISSION
JANUARY 24, 2017, 7:30 PM, CITY HALL 1ST FLOOR LIBRARY, 515 WATCHUNG AVENUE, PLAINFIELD, NJ

Chairman Michelson opened the meeting to the public; no one from the public commented on the proposal and Chairman Michelson closed the hearing to the public. Vice-Chairman Quirk made a motion to grant a Certificate of Appropriateness for HPC 2016-15, 822 Arlington Avenue to replace slate shingles with new GAF Slateline shingles (color to be determined by owner). The existing downspouts will be removed and replaced with 4" round corrugated aluminum downspouts using rack and key bracelets. The 16" built-in gutter will be re-covered in modified bituminous roll roofing behind a new continuous copper drip edge which will wrap the roofline around the entire house as shown in the photographs submitted by the applicant. Commissioner Gurshman seconded the motion and it was approved with two (2) abstentions.

John Favazzo (ABSTAIN)	Bill Garrett (ABSENT)	Sandy Gurshman (YES)	William Michelson (YES)
Lawrence Quirk (YES)	Gary Schneider (YES)	Reginald Thomas (ABSTAIN)	

3. Certificate of Appropriateness Application HPC 2016-16 (First Hearing)
919 Central Avenue. Block 759, Lot 18. Van Wyck Brooks Historic District
Carolyn E. Ruffin- Applicant & Property Owner

Mr. Bauman informed the Commission that the applicant served notice and the Commission has jurisdiction to hear the application. Ms. Carolyn Ruffin of 919 Central Avenue, Plainfield, introduced herself to the Commission and informed them that she is proposing to install black box wire deer fencing across the rear parts of both side yards (12' length right side, 13' left side), and two (2) 5-foot wide gates on each side that are visible from the public right-of-way.

Ms. Ruffin provided the Commission with photographs of the deer fence, decorative gates, and a property survey prepared by the York Fence Company. Chairman Michelson asked if the black box wire fencing is stiff or pliable; Ms. Ruffin said she hopes that the fencing is strong enough to keep deer out of her yard. Chairman Michelson followed up by saying wire fences can be pulled and damaged and he hopes the fencing material is rigid.

Chairman Michelson opened the meeting to the public; no one from the public commented. Chairman Michelson closed the public portion of the meeting. Vice-Chairman Quirk made a motion to grant a Certificate of Appropriateness for HPC 2016-16, 919 Central Avenue to install a 6'-0" tall black powder coated aluminum "Stafford 4rail" type fence by Country Estate for approximately 40' length, which is visible from the public right-of-way. Fencing will be located with one on both sides of the house as shown on the submitted property survey with the York Fence Company proposal dated 11-10-2016. There will be two 5'-0" wide accent gates leading to the backyard made of the same material according to the photo and specifications submitted by the applicant. The Certificate of Appropriateness includes the installation of 186' of Deer Guard black box wire deer fence in the rear of the property along the north and west property lines as shown in the applicant's proposal from York Fence Co. Commissioner Thomas seconded the motion and it was approved unanimously.

John Favazzo (YES)	Bill Garrett (ABSENT)	Sandy Gurshman (YES)	William Michelson (YES)
Lawrence Quirk (YES)	Gary Schneider (YES)	Reginald Thomas (YES)	

MEETING MINUTES- PLAINFIELD HISTORIC PRESERVATION COMMISSION
JANUARY 24, 2017, 7:30 PM, CITY HALL 1ST FLOOR LIBRARY, 515 WATCHUNG AVENUE, PLAINFIELD, NJ

4. Certificate of Appropriateness Application HPC 2016-17

777 Belvidere Avenue. Block 904, Lot 10. Netherwood Heights Historic District

Dr. Caroline McCagg- Applicant & Property Owner

Mr. Bauman informed the Commission that the applicant served notice and the Commission has jurisdiction to hear the application. Commissioner Thomas recused himself from the hearing, as the applicant is a former client of his. Dr. Caroline McCagg of 777 Belvidere Avenue and Frank Wheatley of 185 Westervelt Avenue, North Plainfield, introduced themselves to the Commission. Mr. Wheatley said he hired a contractor to install the front yard fence; he assumed the contractor obtained the permits and installed the correct fence in the proper location, however, the contractor installed without permits a fence that exceeds the height requirement and it was installed in the public right-of-way, and not on private property.

Chairman Michelson informed the applicant that should the proposal advance to the Zoning Board for variance relief, the Board refers applications in historic districts to the Commission for comment; the Commission can provide the Zoning Board with comment now in case the applicant decides to proceed to the Zoning Board. Mr. Wheatley said the fence installed is similar to the one across the street. When asked about the length of fence by Vice –Chairman Quirk, Mr. Wheatley responded about 500 – 600 feet.

Chairman Michelson said the encroachment of the fence onto the street right-of-way is not good historic preservation policy since it tends to narrow the street, and normally fencing up to 4 feet in height is permitted. Commission members discussed with the applicant the range of options- remove the fence in its entirety; relocate the fence and reduce the height; relocate the fence only; or keep the fence as is. The applicant requested additional time to consider the options.

Chairman Michelson opened the meeting to the public. Sarah Covington of 741 Belvidere Avenue asked if the city issued permits for the fence; Chairman Michelson said that the city did not issue permits for the front yard fencing. Chairman Michelson closed the public portion of the meeting. Commissioner Gurshman made a motion, seconded by Vice-Chairman Quirk, to carry the application to February 28, 2017; the motion passed unanimously.

John Favazzo (YES)	Bill Garrett (ABSENT)	Sandy Gurshman (YES)	William Michelson (YES)
Lawrence Quirk (YES)	Gary Schneider (YES)	Reginald Thomas (YES)	

Old Business

1. Historic Preservation Survey for District Expansions

Chairman Michelson reported that last week he and Mr. Bauman met with representatives of the State Historic Preservation Office (SHPO) to discuss the details and requirements involved with grant management. The timetable is to complete all work by September 30, 2017. The city cannot proceed without an RFP- it is a federal requirement. Vice Chairman Quirk made a motion to issue an RFP for doing the survey and report for a preservation survey for district expansion; Commissioner Gurshman seconded the motion and it was unanimously approved by voice vote.

MEETING MINUTES- PLAINFIELD HISTORIC PRESERVATION COMMISSION
JANUARY 24, 2017, 7:30 PM, CITY HALL 1ST FLOOR LIBRARY, 515 WATCHUNG AVENUE, PLAINFIELD, NJ

2. Historic Preservation Awards Program

The Commission agreed to work on a program in coordination with Historic Preservation month in May 2017.

Discussion

1. Walking Tour App

In the meeting packet was a Star Ledger article about Newark: "Walking tour, app highlight city's rich history". Vice Chairman Quirk commented that the Van Wyck Brooks district has a walking tour that can be done with an app. Mr. Ross said that the New Jersey Historic Trust fund- part of the license plate funds go towards heritage tourism and offers grants up to \$5,000 for programs like walking tours and apps. Commissioner Favazzo agreed to look into the Newark app and will report next month.

Reports

- 1. Community Outreach Committee:** The Commission discussed finalists for the 2016 Preservation Award program. The awards ceremony will occur in May 2017, coinciding with Historic Preservation Month.
- 2. Ordinance Review Committee:** Chairman Michelson reported no news on updates to the land use ordinance addressing historic preservation.
- 3. Architectural Review:** Mr. Bauman directed the attention of the Commission to their meeting packets where letters approving work not requiring a Certificate of Appropriateness are attached.

Adjournment

There being no further business, Commissioner Gurshman made a motion for adjournment, seconded by Commissioner Schneider; all voted in favor, none opposed. The meeting adjourned at 9:33 PM

Respectfully submitted,

Scott Bauman

Scott Bauman, AICP, PP

Principal Planner / HPC Secretary, Plainfield Planning Division

Prepared: February 16, 2017

Approved by the Historic Preservation Commission: February 28, 2017