

Morris Township Historic Preservation Commission
June 26th, 2018 Minutes, 7:30pm

Call to Order: Carol Barkin, Chair, called the meeting to order at 7:30pm

Attendance: Carol Barkin, Judith Sacks Bliss, Erich Huhn, Sarah Harris, Craig Goss and Sue Young

Review and Approval of March 2018 minutes: Review of the minutes, Judith made a motion to approve as read, motion seconded and minutes were approved.

Old Business:

- a. Puff's Tavern: No activity from our intern as yet. Erich proposed a site visit.
- b. Knox Artillery: The Pierce properties on Mendham Road at the bend across from Burnham Pool have been updated, repaired and cleaned up significantly, perhaps for rent or sale – a great improvement. Lynn Laffey, Asst. Director of Historic Sites for County Park Commission, and her Drew students are seeking permission to conduct an archaeology study on the Knox Hill property owned by the County. Perhaps we can encourage other private owners to allow official study of land at Jones Drive and the Knox Artillery location.
- c. Signage: We are making progress. The proofs for the new Pruddentown signs have been approved by Carol – we need to pick the location for the signs. Signarama will be creating the 2 signs, the DPW will find posts and put the signs up when the signs are finished. We need to establish the correct locations for the signs.
- d. SHPO: Paterson Conference. Erich submitted his poster in the contest, unfortunately, he says the contest was “rigged”. Carol noted that Paterson and Cape May have very strong HPCs rules and regulations. They have weekly monitoring, each project is approved by the Board, much public outreach and annual reporting. Any violators are fined. The residents seem to be in agreement with the efforts of the HPCs. A redevelopment corporation is restoring older buildings for adaptive reuse in Paterson. She noted that Dover had the strongest HPC ordinance in Morris County-a 90-day relief if a building is to be torn down, giving the town and their HPC time to save.
- e. Colgate-Mennen: selection of a developer has been established for the over 60-acre parcel. Carol has still not heard about saving the historic stone wall and pillars. Can these be moved to a better and more useful location? These artifacts are located in Morristown, not Morris Twp.

New Business:

- a. Carol would like to create a Historic Preservation Signage program for Morris Twp. to encourage owners of historic homes to preserve and maintain their homes. This would include an education program encouraging them to apply. The criteria would have to be established as part of the program and in the end, the committee would award a Historic Preservation plaque to be put on the house or building.

- b. Mr. Anzul – 157 Sussex Avenue – wants to create a living space for his parents and in-laws. We see no issue there.
- c. Portico for 131 Sussex Avenue home – house is set back far enough that this will not be a problem.

Other Matters:

- a. Discussion about follow up to projects
 - a. MUUF – there has been clearing of the land along Columbia Road. We should check this out. The neighbors are still pursuing their lawsuit.
 - b. Anne and John Beattie’s house is on the Historic National and State Registry. The brick addition was built in 1812, the wooden part was brought up to its current location from its original location closer to the Whippany River. They have one of the 3 existing lime kilns still intact in the County and it’s visible from Washington Valley Road.
 - c. Fairchild Bridge – still under discussion by SHPO and Marion
 - d. Still looking for a confirmation to the HPC open vacancy.
- b. Educational project for 2018
 - a. Foote’s Pond program at the Library
 - b. Walking tour of Normandy area
 - c. Bus trip to different historic locations in the Twp.
 - i. Delbarton, Washington Valley School House, Knox Hill (at the stone marker) to name a few locations
- c. Craig noted that trees have been cut down at 122 Mt. Kemble Avenue. The ongoing development plans for the joint project (Morristown and Morris Twp.) at the Mt. Kemble area where the hospital, the Parking lot, the Bargain Box and 4 older homes are located are of great concern who live in the area.

Adjournment:

Next Meeting will be July 31, 2018 at 7:30pm

Respectfully submitted:

Sue Young
Recording Secretary

Hi, Carol: Listening to your comments about the strength of Paterson, Cape May and Dover HPC ordinances, I have copied some of the website information that might be of interest – similar information that we could incorporate into our website. It appears that the Historic Districts in these towns have restrictions that we do not. I don't know how you would get these restrictions in place at this point. People would not go for it.

In any case, interesting information.

Sue

Historic Preservation Review Process

Step 1: Research the Property Address.

Is the property registered as historic, or in a registered historic district?

Check it out to see if it appears on the following list/register.

[Paterson Register of Historic Places](#)

[Historic Property Listing](#)

You can also refer to our HISTORIC DISTRICT MAPS

[Great Falls Historic District](#)

[Downtown Commercial Historic District](#)

[Eastside Park Historic District](#)

[Court House Historic District](#)

Step 2: Does your project follow the DESIGN GUIDELINES

of the historic district where your property is located?

[Great Falls Historic District Design Guidelines, 1996](#)

[Downtown Commercial Historic District Design Guidelines, 2014](#)

[Eastside Park Historic District Design Guidelines, 2015](#)

[Secretary of the Interior's Standards for Treatment of Historic Properties \(link NPS website\)](#)

[Secretary of the Interior's Standards and Guidelines, 2017 \(18MB PDF download from NPS website\)](#)

Step 3: File an APPLICATION to the HPC

[Application for Design Review](#) (Construction, Exterior Changes)

[Application for Signage Review](#) (New Business, Change of Location, etc.)

[Application for Historic Review Prior to Demolition Permit](#)

[Application for Planning Review](#) (New Construction, Reuse, etc.)

[Application for Historic Markers](#)

[Application for Historic Landmarks](#) (Nominate/Designate a site and/or building)

(PLEASE NOTE: ALL demolitions within the City of Paterson require approval from HPC, regardless of location)

****FREQUENTLY ASKED QUESTIONS****

(regarding HPC Reviews & Applications)

OTHER MATERIALS & INFORMATION

[PATERSON MILL SURVEY 2012](#)

DUBLIN NEIGHBORHOOD SURVEY 2015
HISTORIC PRESERVATION ELEMENT 2014 Master Plan
Historic Preservation Ordinance, Amended 2014
Directions to the Division of Historic Preservation & Commission Office

Historic Preservation Commission – Cape May

The Historic Preservation Commission was established to protect our National Historic Landmark Status. Along with their other significant responsibilities the HPC accepts and reviews exterior changes to our historic structures. HPC applications play a vital role in protecting our historic resources.

- [Go to Questions and Answers on the role of the HPC.](#)
- [HPC Application](#)
- [HPC Design Standards](#) (*this is a very large document that will take longer to download*)

1st appointments under Council-Manager Form pursuant to Ordinance No. 07-2004. Chapter 10, Section 120 and Chapter 525 of the Revised General Ordinances of the City of Cape May

Seven Regular Members

Two Alternate Members

One (1) member appointed for a one(1) year term

Two (2) members appointed for a two (2) year term

Two (2) members appointed for a three (3) year term

Two (2) members appointed for a four (4) year term

Thereafter the term of each regular member shall be for four (4) years. All terms shall begin on July 1 of the year in which the appointment is made.

At the time of appointment, at least one (1) member shall be designated from each of the following classes:

Class A - A person who is knowledgeable in building design and construction or architectural history and who may reside outside the municipality; and,

Class B - A person who is knowledgeable, or with a demonstrated interest in, local history and who may reside outside the municipality; and

Class C - Citizens of the municipality who shall hold no other municipal office, position or employment except for membership on the Planning Board or Zoning Board of Adjustment. Class C members should have at minimum a demonstrated interest in history, historic preservation or a related field.

Alternate members shall meet the qualifications of Class C members. At the time of appointment, alternate members shall be designated as "Alternate No. 1" and "Alternate No. 2". Of the seven (7) regular members, at least one less than a majority shall be of Classes A and B.

Warren Coupland	Chairperson-Class C	12/31/2020
Tom Carroll	Vice Chairperson-Class B	12/31/2017
Corbin Cogswell	Class A Member	12/31/2020
David Clemans	Class B Member	12/31/2019
Zachary Mullock	Class C Member	12/31/2018
Edward Connolly	Class C Member	12/31/2019
Bonnie Pontin	Class C Member	12/31/2018
Crystal Hardin	Alternate I	12/31/2018
Tom Cataldo	Alternate II	12/31/2017
Roger Furlin	Council Liaison	12/31/2017
Robert Fineberg	Solicitor	12/31/2017
Tricia Oliver	Board Secretary	

SECRETARY TO THE BOARD: Tricia Oliver - toliver@capemaycity.com

HPC SOLICITOR: Robert A. Fineberg, Esq., 208 North Main Street
Cape May Court House, NJ 08210, as of June 28, 1999

MEETINGS: 3rd Monday at 6:00 P. M. in the Auditorium

Cape May HPC FAQs

Question: What is the Historic Preservation Commission?

Answer: The HPC is a seven-member commission of the City of Cape May, established under the Municipal Land Use Law of New Jersey and appointed by the Mayor. The board is charged with working with and advising the City Council, The Planning Board, the Zoning Board of Adjustment and the Construction Official. The HPC's responsibilities include considering the appropriateness of new development, external modifications to existing structures and any demolition within the Historic District. It also conducts surveys of buildings and sites within the Historic Landmark District and recommends the designation of Historic Districts, buildings and sites to the Cape May City Council.

Question: Who serves on the HPC?

Answer: The HPC consists of seven regular members who serve four-year terms and two alternate members who serve two-year terms. The members are appointed by the Mayor, and fall into the following classes:

- 1) Class A: A person who is knowledgeable in building design and construction or architectural history.
- 2) Class B: A person who is knowledgeable or who has interest in local history.
- 3) Class C: A person who is a resident of the city and holds no other municipal office, position or employment except for membership on the Planning Board or the Zoning Board of Adjustment. Class C members shall constitute a majority by at least one.

Alternate members: Two alternate members who must qualify as Class C members. Alternate members may participate in all HPC proceedings but may not vote except in the absence or disqualification of a regular member. All members of the HPC volunteer their time freely.

Question: Must I ask HPC approval for the colors I wish to use on my building?

Answer: Since Cape May is a composite of architectural styles representing several eras, bringing a wide spectrum of colors used through these periods, the HPC does not rule on exterior color combinations.

Question: I own a historic house. must I ask permission of the HPC to remove the claw foot bathtub when I renovate my bathroom?

Answer: No. The HPC has no authority regarding interior renovations.

Question: What connection does the designation "Certified Local Government" have with the National Historic Landmark District designation?

Answer: Each designation is separate and distinct.

A National Historic Landmark designation applies to buildings, sites and districts, sites and districts that meet the Secretary of the Interior's standards for such designation. Certified Local Government was established by the National Historic Preservation Act of 1966 and is administered by the National Park Service through the state's Historic Preservation Offices. In New Jersey, Cape May is the only city having the landmark designation, while there are many cities with the CLG status.

CLG enables Cape May to support historic preservation programs through eligibility to apply for matching funds grants.

Question: It is understood that Cape May was chosen as an historic district because of its concentration of "Victorian Structures," so why does the National Historic Landmark District encompass the whole city?

Answer: Landmark status was granted because Cape May is a living document of architectural styles in a seaside resort. While Cape May is noted for its concentration of structures built during the "Victorian

Period," this city, like most American cities, was built and rebuilt over many architectural periods, a process that continues today. Throughout the city there are significant styles from all periods.

Question: Why must a building owner comply with the HPC's directions?

Answer: The simple answer would be to say that it is the law. However, the HPC is charged with applying the various guidelines regarding exterior renovations, development and demolition to ensure that the improvement preserves the integrity of both the structure and the neighborhood. If the improvement is considered to be inappropriate, the HPC will offer suggestions to the owner for a more appropriate way to accomplish the owner's wishes.

Question: Where can I find these called guidelines?

Answer: When the owner is contemplating exterior renovations to a property, he or she must consult the City Construction Office in City Hall. At that time, the applicable guidelines will be given to the owner. Manufacturer information for specific restoration or renovation projects is also available in the Construction Office. The owner may also request a meeting with a member of the HPC for informal guidance on a project.

Question: What is the difference between a "Key Building" and a "Contributing Building"

Answer: A key structure is a unique architectural structure on an importance example of an architectural period of style. Noted examples are The Mainstay Inn, The Abbey, the Physick House or the properties at 1105 New Jersey Ave. or 1120 New York Ave. Contributing Structures are those whose architecture enhances the neighborhood where they are located but the style is not unique, such as the group of houses on the north side of New York Ave. between Madison and Trenton Aves. (the 1000 and 1100 blocks).

Question: Some State Historic Preservation Office Maps identify the lot at Beach Drive and Patterson Avenue as "Sea View Park". Do you know anything at all about this designation? Was the area at one time a park?

Answer: Our initial research has not uncovered any historical designation of a park at that area. We will continue our investigation. If any of our readers can shed any light on this question, please write us in care of the *Star and Wave*.

Question: How does a site earn a key or contributing designation?

Answer: In the case of Cape May, site designations are a result of a survey of the Landmark District. The survey team reviews each site in the district, applying the Secretary of the Interior standards for identification and evaluation an the State Historic Preservation Office guidelines for Architectural Survey. After the standards are applied, the corresponding designation is given.

Question: Who did the original surveys?

Answer: The original surveys were done by teams contracted by the City of Cape May and were chaired by certified Architectural Historians.

Question: Are all applications for exterior renovations heard by the full HPC board?

Answer: Many applications are approved by the construction official if the renovation involves replacing materials in a same for same situation. Applications that are in complete accord with the applicable guideline and have all information required for a decision are often approved in review by a sub-committee of the HPC.

Question: What is "same for same?"

Answer: "Same for same" is when the applicant intends to replace a deteriorated material with the same material, ie: the applicant wishes to replace a cedar shingle roof with a cedar shingle roof. This application could be approved by the construction official.

Town of Dover Historic Preservation Commission

- Robert Wagner
- Paul McDougall
- Stanley Schoonmaker
- Richard Gratacos
- Eric Berg

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- Rafael Rivera – Alternate I
- George Laurie – Alternate II
- Michael Hantson – Administrative Officer
- Roger Thomas, Esq. - Attorney
- Ginger Nee - Clerk/Secretary

Dear Applicant:

Because your property lies within the Blackwell Street Historic District, any changes to the exterior of your property require a "Certificate of Historic Review" from the Town of Dover Historic Preservation Commission (HPC). This is required by Ordinance No. 12-2007 that was passed by the Mayor and Board of Aldermen on April 24, 2007

A Certificate of Historic Review is defined in the Ordinance as:

CERTIFICATE OF HISTORIC REVIEW — A document issued by the Historic Preservation Commission confirming their review of any alteration or addition to a site or a property within the Historic District. Such review is based upon plans presented for the preservation, restoration, rehabilitation or alteration of an existing property, or the demolition, addition, removal, repair or remodeling of any feature on an existing building within the Historic District or for any new construction within the Historic District.

our proposed work falls into one of the following categories

Demolition

Addition or New Construction

- Change in the Exterior Appearance
- Change in the Exterior Appearance (Sign or Awning)

If your proposed work falls into the last category (Sign or Awning), the work is considered minor in nature and will be reviewed by a

two-member Committee of the HPC called the HPC Review Committee (HPCRC) in an expedited fashion. All other work is required to be reviewed by the entire HPC at one of its ten (10) annual meetings. The HPC Secretary (Planning Office in Town Hall) can assist you in which category your work falls under. Either way, you will have to complete an application form, provide information (photos, drawings, samples, etc.), and pay the required review fee and escrow deposit. You will be scheduled for a meeting with either the HPCRC or the entire HPC and advised of when that meeting will take place. Although attendance is not mandatory, it is strongly recommended that you attend to further explain your proposed work and answer any question that may arise.

Your application should be supplemented with appropriate details in order for the HPC to determine that your proposed work will retain and preserve the historical character of the structure and district. Items that are of interest to the HPC include materials, texture, color, features and spatial relationships that characterize the structure and district. Signage and awnings must also meet these criteria.

Accordingly, you are advised to submit photographs, drawings, color swatches, manufacturers catalog cuts and any other items that will assist the HPC in making its determination.

Remember, if the HPC does not approve your application, you will not be issued a building permit/zoning permit for the work and the work will be prohibited. Please contact Ginger Nee, Secretary to the HPC if you have any questions.

Application Forms & Information:

Applicant Instruction Letter ([Click Here](#))

Certificate of Historic Review Application Form ([Click Here](#))

Blackwell Street Historic District Map ([Click Here](#))

7/29/2018 Historic Preservation Commission - Town of Dover

[http://www.dover.nj.us/Cit-e-Access/webpage.cfm?TID=17&TPID=8445&Print=1 2/2](http://www.dover.nj.us/Cit-e-Access/webpage.cfm?TID=17&TPID=8445&Print=1%202)

Historic Preservation Element of Master Plan ([Click Here](#))

Historic Preservation Ordinance ([Click Here](#))

Link to New Jersey State Historic Preservation Office Website ([Click Here](#))

New Jersey and National Registers of Historic Places - Morris County ([Click Here](#))