

Minutes of the Historic Preservation Commission Meeting on July 15, 2020

Call to Order: This meeting, held in conformance with the Open Public Meetings Act, was called to order by Don Eckel at 7:03 pm. It was held virtually.

Don Eckel read the following statement:

N.J.S.A. 10:4-8(b) authorizes municipalities to conduct public meetings through use of streaming services and other online meeting platforms. Recently adopted P.L. 2020, c. 11 amends OPMA to clarify that in times of emergency public bodies may vote, accept public comment, and cause a meeting to be open to the public via electronic means.

The Borough of Flemington is using GotoMeeting.

We will address all questions and general comments of any members of the public after the regular business has been conducted.

We will moderate questions and comments on. Please use the chat feature to indicate that you wish to be recognized for a comment. You can also type in questions. You **MUST** provide your name and address to be recognized for comment. If you have dialed into the meeting, the moderator will request comments from telephone participants separately.

We ask that you keep your device muted until called upon. The meeting's moderator may also mute participants.

Flag Salute

Roll Call: Don Eckel, Richard Giffen, Emily Kelchen, and Jennifer Williford were present. Councilwoman Kim Tilly and Michael J. Hanrahan, AIA were also in attendance.

1. Approval of Meeting Minutes

A. June 17, 2020 - Jennifer Williford moved to approve the minutes. Emily Kelchen seconded the motion, which passed 3-0.

Emily Kelchen moved to add application 2020-07, 68 Park Ave to the agenda. Jennifer Williford seconded the motion, which passed 3-0. Richard Giffen abstained.

2. Applications

A. 2020-06, 59 Broad Street, Mike DeLuca

The application and HPC resolution are attached.

Richard Giffen moved to approve the application as presented, with the clarifications specified in the resolution. Jennifer Williford seconded the motion, which passed 4-0.

B. 2020-07, 68 Park Ave, Alberto Ramirez

The application and HPC resolution are attached.

Richard Giffen moved to approve the application as presented, with the clarifications specified in the resolution. Jennifer Williford seconded the motion, which passed 4-0.

3. Reports

A. Council - Kim Tilly

- The next meeting is scheduled for July 27, 2020.

B. Planning Board - Don Eckel

- Don Eckel attended the meeting on July 14, 2020. He provided an update on the Historic District map update. The update will be incorporated into the Master Plan update.
- Mayor Betsy Driver asked the HPC to directly contact homeowners whose property may be changing designation when the Historic District map is updated during the Master Plan update process.
- The next meeting is scheduled for July 28, 2020.

C. Treasurer - Jennifer Williford

D. Communication - Emily Kelchen

- Postcards to be placed in the Visitor Center kiosk.
- Facebook posts have been scheduled for the remainder of 2020. We just passed 500 followers.

4. Chair Items

A. Historic District Map Update - See Planning Board item above.

B. Current Data on Owner Correspondence was discussed.

C. Application review - the application and HPC resolution letter are being transitioned to a digital format

D. Upcoming

- 188 Main Street - Paint

E. Next Meeting - August 19th, 2020

F. Educational Events - HPC discussed the possibility of doing virtual events.

5. Public Comment - None

6. Adjournment

Richard Giffen moved to adjourn the meeting at 8:15 pm. Jennifer Williford seconded the motion, which passed unanimously.

Respectfully submitted,

Emily S. Kelchen, HPC Secretary

Contact Information (Property Owner)

Date *

MM DD YYYY

07 / 01 / 2020

First Name

Mike

Last Name

De Luca

Address

59 Broad Street, Flemington, N.J. 08822

Email Address

luke77md@gmail.com

Phone Number

908-217-5641

Property Location

Block

18

Lot

20

Historic Designation *

Contributing

Street Address

59 Broad Street

Type of Structure

- ☐ Commerical
- ☒ Residential

Outline of Proposed Modification

Please check all that apply

- ☐ Doors Visible from a public way
- ☐ Exterior Color Change
- ☐ Exterior Siding
- ☐ Exterior Trim
- ☐ Fencing and/ or Walls
- ☐ Landscaping
- ☐ Lighting
- ☐ New Addition
- ☐ Porch - Roof, Gutters, Downspouts
- ☒ Porch - Trim, Detailing and Flooring
- ☐ Roof, Gutter and Downspouts
- ☐ Shutters
- ☐ Signs
- ☐ Windows or Doors

General Work Description of Each Modification (checked above)

Repair and/or replace rotted planks, trim molding, railing and balusters. Mahogany planks will be used for flooring, moral wood for trim, and wood for the railing and balusters. No glossy paint will be used on surfaces. All work will maintain the Victorian character of the porch.

Historic Preservation Commission Review

(For HPC Use)

Date Reviewed

MM DD YYYY

/ /

Status

- ☐ Pending Review
- ☐ Approved as Submitted
- ☐ Approved w/ Modifications
- ☐ Denied

Resolution Text

This content is neither created nor endorsed by Google.

Google Forms











BOROUGH OF FLEMINGTON
Historic Preservation Commission
38 Park Avenue, Flemington, NJ 08822

July 22nd, 2020

To: Mike De'Luca

Re: Contributing property located at:
59 Broad Street
Flemington, NJ 08822

On July 15th, 2020, the Commission reviewed your application and heard your testimony regarding your proposal. The commission has approved your application as per the following resolution.

Approve as presented, with the following clarification. Semi gloss finish to be used for the paint. Railing to be administratively reviewed with our professional consultants for period appropriateness.

Regards,

Historic Preservation Commission

CC Planning Board (email)
Jeff Klein (email)

The above resolution was approved at a regular meeting of the Flemington Historic Preservation Commission in compliance with the Historic Preservation Ordinance of Flemington Borough, Section 1631 of the Borough's Land-Use Ordinance. This document represents the Commission's decision regarding the proposed changes to the exterior of the designated structure within the Borough of Flemington's Historic District. Copies of this letter will be provided to the Building Inspector for enforcement. The applicant understands that the terms of this resolution must be implemented unless appealed within 45 days to the Planning Board.



Flemington Historic Preservation Commission

"Preserving the Past for the Future"

Application Instructions and Guidelines for Review

38 Park Avenue
Flemington, NJ 08822

908-782-8840

www.historicflemington.com

Boro Website

www.flemingtonhpc.com

HPC Website

hpc@historicflemington.com

Email

STATEMENT OF PURPOSE: Recognizing the historical and cultural value of our architecture, Flemington established a Historic District in 1980 which is also listed on the State and National Registers of Historical Places. To further protect our architectural heritage, a Historic District Ordinance was passed by the Borough Council, and the Flemington Historic Preservation Commission (FHPC) was established.

The responsibility for regulating and enforcing the ordinance resides with the Flemington Historic Commission which reports to the Building Inspector, Planning Board and/or the Board of Adjustment.

The Commission's goal is to preserve the character of the Historic District by encouraging the retention and repair of each building's design elements and ensuring that changes in the exterior appearance through alteration, addition, or replacement are accomplished with respect and consideration for the building and its environment. The Commission also reviews proposed new construction and demolition of buildings within the Historic District.

Our purpose is to preserve the past by making it compatible with and relevant to the present and the future!

WHO MUST APPLY: Any property owner who is looking to perform exterior work on an historic property within the Historic District that results in a change in material or the look of the property must undergo a Commission Review. This work may include but is not limited to: windows, doors, roofs, porches, gutters, siding, paint colors, structural additions, or renovations. To determine if a property is within the district, please review the Searchable Historic District List under <https://www.flemingtonhpc.com/owners>. Please note that any ordinary exterior repair or maintenance in kind and interior alterations which do not affect the exterior do not require a review by the Commission.

APPLICATION REQUIREMENTS: The property owner must be present for all application reviews. The Historic Preservation Commission's regular meeting takes place on the third Wednesday of every month at 7:00 PM at Borough Hall (38 Park Ave, Flemington, NJ). Applications to be reviewed at a particular regular monthly meeting **MUST** be completed and received within ten days prior to that meeting. To obtain a deadline date for a particular month, please visit our dedicated section for property owners on our website, <https://www.flemingtonhpc.com/owners>.

Flemington Historic Preservation Commission

Application Instructions and Guidelines for Review

PRESENTATION TO THE COMMISSION: Property owners submitting completed forms and dated by the time defined herein will be placed on the next available regular meeting agenda or meeting date agreed upon by the Commission. The property owner or their designated authorized representative **MUST** be present at the meeting to review the proposed project. The architect and/or contractor may also attend. Legal representation is not required unless the applicant is a corporation.

A COMPLETED APPLICATION CONSISTS OF THE FOLLOWING:

- A completed FHPC Application for Review form SIGNED and DATED by the property owner describing all existing conditions and proposed changes. (please be as specific as possible).
- **Photographs:** showing elements to be worked on, specific details to be replicated
- **Manufacturer's Product Sheet:** Manufacturer's product sheet and or examples of material to be used in the proposed work for such things including, but not limited to, fencing, trim, windows, doors, siding, roofs. Paint samples are required.
- **Scaled plans, elevations section drawings** as necessary illustrating existing conditions and proposed changes. All drawings should show proposed changes, dimensions, and material in relationship to existing architectural features.
- **List of work to be done:** in some cases, a list is helpful in understanding the general work (proposed changes) to be completed.

APPLICATIONS LACKING THE NECESSARY DETAILS OF THE GENERAL WORK PROPOSED AS INDICATED ON THE PROPOSED MODIFICATION / IMPROVEMENT CHECKLIST WILL BE RETURNED TO THE APPLICANT FOR COMPLETION. The date a completed application is submitted will be considered the date of the application.

ADDENDUM APPLICATIONS: In the event that there is a change or addition to the approved application after the presentation to the Commission, an addendum to the application may be submitted for the Commission's review. To determine if you are eligible for an addendum, please check off the outlined items proposed and compare these items with the previously approved referenced application. If the outlined items checked within the addendum match those within the approved referenced application, an addendum application may be submitted for the Commission's review provided that the application was approved within one year. Depending on the complexity of the proposed change, property owners may or may not be required to attend a formal HPC review of the addendum, unless requested to do so.

EXTERIOR PAINT REVIEW PROCESS: For applicants seeking to paint properties within the Historic District, a list of historic paint palettes can be found on the HPC Website under Exterior Paint Guidelines. If an applicant chooses colors from among these palettes, the proposed work is eligible for administrative review rather than a full review. The applicant is still required to submit an application to the Commission explaining the proposed work; however, the applicant is not required to present the

Flemington Historic Preservation Commission

Application Instructions and Guidelines for Review

application in person at the next scheduled meeting, as this review process will be completed electronically. If an applicant selects colors from the palette not listed in the exterior paint guidelines, a completed application and full review will be required.

CONTACT THE COMMISSION: For applicants requiring assistance in submitting a review of proposed work, please contact the HPC via email using hpc@historicflemington.com. A list of current Commissioners can also be found at our website at <https://www.flemingtonhpc.com/contact-us>.

INSTRUCTIONS FOR FILING: To obtain an application for review of proposed work or an addendum, please visit Flemington Borough Hall or download an electronic fillable copy from our website under our dedicated page for homeowners, <https://www.flemingtonhpc.com/owners>. Please fill out all of the following sections:

Contact Information: There are three sections listed, for Property Owner, Contractor, and Architect. The Property Owner is responsible for the completeness, and as such, they are to be listed under Property Owner, providing their name, address, phone, and email information. Contractor and Architect for larger projects may also be listed if necessary.

Location of Property: Please provide block and lot numbers. These can be found on your tax assessment or bill. For Historic Designation, please refer to the Historic District Searchable List found on our website for owners as previously listed above. Once the List is open, search for your property and note the District Category. For example,

Street Address	District Category
49 Church Street	Contributing
51 Church Street	Contributing
53 Church Street	Significant
Cemetery Church Street	Significant
6 Court Street	Encroaching
6 Court Street	Contributing

53 church Highlight All Match Case Whole Words

Check the appropriate box under Historic Designation. Lastly, include street address if different from the property owner's address listed under contact information, the type of structure, and whether or not the property is owner-occupied.

Outline of proposed modification / improvement: Please review the list and check all items that apply for any work proposal which changes the exterior of existing structures, or if there is a change in

Flemington Historic Preservation Commission

Application Instructions and Guidelines for Review

proposed material such as wood to composite. This section also includes the construction of additions or new structures.

Photos and Relevant Drawings: Attach photos as listed under this section. Photos should include all existing items within the application which are proposed to be changed. The photos should include all items checked within the previous section.

Sign and Complete: Sign and complete the application. Use the check list as a reference to help ensure that your application is complete.

APPLICATION SUBMISSION: The Application for Review can be submitted via email hpc@historicflemington.com or by submitting a hard copy to Flemington Borough Hall during business hours.

NEXT STEPS: A Commission member will be contacting you upon receipt of your application to ensure completeness. Any clarification needed or missing items will be requested at that time. Once the application is determined complete, you will be scheduled for the next available HPC review during our regular scheduled meeting.



Flemington Historic Preservation Commission

"Preserving the Past for the Future"

APPLICATION FOR REVIEW OF PROPOSED WORK

Application #: _____ Review Date: _____

Contact Information

	Property Owner	Contractor (if applicable)	Architect (if applicable)
Name	Alberto Ramirez		
Address	68 PARK AVENUE		
Phone (day)	732-289		
(evening)	77-29		
Fax			
Email	Ramirez204081974@gmail.com		
Website			

Block: 13 Lot: 26 Location of Property

Historic Designation (check one): ☐ Significant ☐ Contributing ☒ Contemporary ☐ Encroaching

Street Address (if different from above): _____

Type of Structure ☐ Commercial ☒ Residential

Is Property Owner Occupied? ☒ Yes ☐ No

Outline of Proposed Modification/Improvement

Please check all that apply:

<input type="checkbox"/> Doors visible from a public way	<input type="checkbox"/> Porch - Roof, Gutters, Downspouts
<input type="checkbox"/> Exterior Color change	<input type="checkbox"/> Porch - Trim, Detailing and Flooring
<input type="checkbox"/> Exterior Siding	<input type="checkbox"/> Roof, gutters and downspouts
<input type="checkbox"/> Exterior Trim	<input type="checkbox"/> Shutters
<input checked="" type="checkbox"/> Fencing and /or walls	<input type="checkbox"/> Signs
<input type="checkbox"/> Landscaping	<input type="checkbox"/> Windows and Doors Not Visible from a Public Way
<input type="checkbox"/> Lighting	<input type="checkbox"/> Windows visible from a public way
<input type="checkbox"/> New Addition	

APPLICATION FOR REVIEW OF PROPOSED WORK

Application #: _____ Review Date: _____

Detailed Work Description of Each Modification or Improvement (checked above):

(add additional sheets as required)

5 Feet H x 5 Feet wide
white VINYL PVC
SH
Gate
5' House Gate
PARK AVE

APPLICATION FOR REVIEW OF PROPOSED WORK

Application #: _____ Review Date: _____

Photos and Relevant Drawings

Property Owner: Alberto Ramirez Block: 13 Lot: 26
Street Address: _____

Attach below and on separate pages or in a separate file relevant photos and drawings showing the existing conditions of the property and proposed plans, elevations, renderings, material samples, and color as necessary to convey the intended scope of work. Include photographs of the overall view of the property as well as details of the proposed work area so that the Commission members have a full sense of the existing condition of the property.

PHOTOGRAPHS: (check and include those applicable)

- ☒ Overall view of property from streets _____ overall views of building
☐ Existing details of property to be altered by work
☐ Other (Identify) _____

Please check each item as completed and sign below:

- ☒ Complete application
☐ Include photos
☒ Include drawings
☐ Schedule Review

I certify that the information contained within this application is complete and correct to the best of my knowledge.

[Signature]
(Property Owner - Signature)

Date: 7/5/2020



FREEDOM
OUTDOOR LIVING

Vinyl Fencing
Cercas de vinilo

BRIGHTON
6x6 Privacy Panel
Actual size: 68-in H x 65.41-in W

Panel size shown is for 6x6
Kingsize real: 68" high, 66" x 65.41" wide, 41"

Available in:
Kingsize real



White
Desert Sand

Special Order
\$63.35
Kingsize real
68" high, 66" x 65.41" wide, 41"

Pool Code Approved
LOWES.COM



Pool Code Approved
Approved for use in pools
in accordance with the International Swimming Pool and Spa Code





BOROUGH OF FLEMINGTON
Historic Preservation Commission
38 Park Avenue, Flemington, NJ 08822

July 22nd, 2020

To: Alberto Ramirez

Re: Contemporary property located at:
68 Park Ave
Flemington, NJ 08822

On July 15th, 2020, the Commission reviewed your application and heard your testimony regarding your proposal. The commission has approved your application as per the following resolution.

*Approved as presented, with the following revision, wood fence to be installed where it is visible from the street, PVC fencing can be used where not visible from the street.
Wood-fence can be painted or stained.*

Regards,

Historic Preservation Commission

CC Planning Board (email)
Jeff Klein (email)

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