

## Meeting Agenda—Nutley Historic Preservation Committee

Meeting Date: January 21, 2021

Meeting Time: 7:00 PM

Location: Zoom meeting

### 1. Announcement regarding compliance with Open Public Meetings Act

*Pursuant to the requirements of the Open Public Meeting Act (Public Law 1975, Chapter 231), notice of this meeting was published in the December 3, 2020 issues of the Nutley Sun, Herald News, Star Ledger and TapintoNutley. A copy of this notice has been posted on the Nutley Town Hall bulletin board and is on file in the Municipal Clerk's Office.*

*Due to multiple Executive Orders declared by Governor Murphy and in an effort to prevent further spread of COVID-19 Pandemic, all public meetings for the year 2021 will be held remotely via ZOOM or teleconference. The public will be able to listen to the Nutley Historic Preservation Committee meeting and participate during the designated Public Comment portions of the meeting by utilizing access through a URL link or Dial in numbers provided on the township website.*

### 2. Call to order & attendance

#### a. Meeting called to order at 7:05 PM

Member Name	Present (P) Absent (A) Excused (E)
James Levendusky	P
John Demmer	P
Sal Corvino	P
John Simko	P
Jeanne Van Steen	P
Dante Intindola	P

### 3. Minutes from the December 17, 2020 meeting were adopted with no objections.

### 4. Communications and bills

#### a. None

### 5. Ongoing Business

#### a. Review of the process to issue a Certificate of Appropriateness (CoA) – Dave Berry

- i. Mr. David Berry, Construction Official of the Township of Nutley, participated in a discussion concerning our system of protection on the practical level of Township code enforcement.
- ii. Spatial Data Logic software (SDL) that runs the Township permit system contains a flag for historically protected properties.

- iii. Lucy Jacobs is the Planning and Zoning Board Secretary, and must be notified of completed resolutions, as she is responsible for ensuring that the property status is entered in SDL.
- iv. Those present agreed that a piece of literature be developed to hand out to property owners who approach the Township Building Department. It should explain the process on the Committee side and the Department side.
- v. Mr. Berry suggested we make a form to apply for a Certificate of Appropriateness.
- vi. Mr. Intindola inquired as to how new property owners are notified that their property is a Historic Landmark.
  - 1- Mr. Berry described the process of obtaining a Zoning Certificate (in common parlance, a “CO”), and how that is usually when prospective homeowners discover zoning/planning resolutions impacting their property.
- vii. Mr. Berry inquired as to how information is exchanged between the Planning Board, this Committee, and the Building Department.
  - 1- Mr. Corvino explained how the timing of the meetings intersect.
  - 2- Mr. Intindola will contact Lucy Jacobs to coordinate exchange of information.

b. Properties/Areas of Interest

- i. Review draft application for 491 River Road a/k/a Van Ripper House – Mr. Intindola, Sponsor
  - 1- Draft reviewed, is satisfactory. Minor type edits will be done.
  - 2- Omission of the explanatory sections on Questions 14 through 24 and consolidation of the data therein into the other property-specific questions (Questions 25 through 29) will be completed for this application and all others pending.
- ii. Review draft application for 65 Church Street a/k/a 61 Church Street a/k/a The Nutley Museum a/k/a Church Street School – Mr. Simko, Sponsor
  - 1- Draft reviewed, is satisfactory. Minor type edits will be done.
- iii. Review draft application for 216 Chestnut Street a/k/a Vreeland Homestead a/k/a Women’s Club – Mr. Simko, Sponsor
  - 1- Draft reviewed, is satisfactory. Minor type edits will be done.

- iv. Review draft application for 3 Kingsland Road a/k/a Kingsland Manor – Mr. Demmer, Sponsor
  - 1- Mr. Demmer stated that this application packet is not ready for review, and will be ready for the next meeting.
- v. For the four (4) abovementioned properties, once all the applications are complete, Mr. Simko will coordinate signing by Mayor Tucci.

6. New Business

- a. None

7. Public Comment

- a. None

8. Adjournment

- a. Meeting adjourned at 8:53 PM

NEXT PUBLIC MEETING: February 18, 2021