

HISTORIC PRESERVATION COMMISSION

City of Lambertville

Regular Meeting

7:30 PM, Justice Center, 25 S. Main ST.

Monday, January 10, 2011

MINUTES

The meeting was called to order at 7:30 p.m. by Crystal Lawton, with a statement of compliance with the Open Public Meetings Act.

ROLL CALL:

Mrs. Lawton called the roll as follows:

Present: Lou Toboz, Stewart Palilonis, Richard Freedman, John Hencheck, Bill Dorman and David Ringer

Absent: Jim Amon

MINUTES:

Approval of the December 13, 2010 Meeting Minutes

Bill Dorman made a motion to approve the meeting minutes, as submitted. Lou Toboz seconded the motion. A unanimous roll call vote was taken in favor of the motion to approve the minutes by all members present.

MOTION CARRIED. 6 Ayes, 0 Nays

OATHS OF OFFICE

Stewart Palilonis swore in the following members as they took their Oath of Office for the Historic Preservation Commission, John Hencheck, Richard Freedman and William Dorman.

ELECTION OF CHAIRPERSON – HISTORIC PRESERVATION COMMISSION

Lou Toboz made a motion to nominate Stewart Palilonis as Chairperson for the Historic Preservation Commission. John Hencheck seconded the motion. A unanimous roll call vote in favor of the motion was taken by all members present.

MOTION CARRIED.

ELECTION OF VICE CHAIRPERSON – HISTORIC PRESERVATION COMMISSION

John Hencheck made a motion to nominate William Dorman as Vice Chairperson for the Historic Preservation Commission. Lou Toboz seconded the motion. A unanimous roll call vote in favor of the motion was taken by all members present.

MOTION CARRIED.

ELECTION OF COMMISSION SECRETARY – HISTORIC PRESERVATION COMMISSION

Stewart Palilonis made a motion to nominate Crystal Lawton as the Commission Secretary for the Historic Preservation Commission. Lou

Toboz seconded the motion. A unanimous roll call vote in favor of the motion was taken by all members present.
Motion carried.

NEW BUSINESS

41 North Union Street, Lambertville NJ

The applicant submitted an application on January 6, 2011. It was submitted past the cut off date for the Commission. However, an attempt was made to contact the applicant via email to advise them that additional information was required in order for the application to be heard at the meeting.

No response was received prior to the meeting, therefore the application was not heard.

The Commission secretary will attempt again to make contact with the owner and obtain the required documents prior to the February meeting.

DISCUSSION

Meeting Date Change

The Commission members discussed changing the meeting date to allow an opportunity for a little diversity on the Commission.

Some date suggestions were the second Monday of every month or the second Tuesday of every month.

The Commission Secretary will make contact with Cindy Ege to see if these dates are available.

Submittals & Procedures

The Commission Secretary asked for a guideline on the procedure of accepting applicants past the cut off date of one week prior to the meeting.

Mr. Palilonis suggested that the Chairperson & Vice Chairperson be contacted so that they may make the ultimate decision whether the application will be heard.

Mr. Ringer suggested that the application include a checklist of all requirements that the applicant must complete prior to submitting the application.

If the applicant feels that this is an extreme emergency, they will be required to submit a letter to the Commission for their review prior to the meeting.

Fees & Applications

Mr. Hencheck suggested changing the fees for the Historic Preservation Commission. Currently the fee is a flat \$25.00 for any application whether it is a sign or a full review of a new building.

The Commission members agreed that the set fee should remain as is.

No further discussion.

Relocation of Existing Signs

Mr. Dorman asked the Commission what the “rule” should be on applications asking that the Commission review just a relocation of a sign that has already been approved by the Commission.

Mr. Palilonis stated that the applicant must still submit and pay the fee for the Commission to review the application.

The new location may interfere with existing structures and signs.

Respectfully submitted,

Crystal Lawton
Board Secretary