**WASHINGTON TOWNSHIP HISTORIC PRESERVATION COMMISSION**

**MINUTES**

January 3, 2018

This regularly scheduled meeting of the Washington Township Historic Preservation Commission (HPC), advertised in the *Observer Tribune* and the *Daily Record* in accordance with the Open Public Meeting Act and posted on the Municipal Building bulletin board and the Washington Township (the Township) website, was called to order at 7:10 by Chairman Stokes and is being held in the courtroom of the Municipal Building, 43 Schooley’s Mountain Road.

**Present:** Eileen Stokes, Jennifer Gorini, Ed Lichon, Leah Korbel, Steve Nebesni (left at 9:58), Cindy Boerner-Lay

**Absent:** Susan Penney, Jessica Forman

Township Committee Liaison Gregg Forsbrey arrived at the meeting at 8:22 and left at 9:07.

**Reorganization**

* **Chairman.** Jennifer Gorini nominated Eileen Stokes as Chairman. Leah Korbel seconded the motion.
* **Vice Chairman.** Jennifer Gorini nominated Leah Korbel as Vice Chairman. Steve Nebesni seconded the motion.
* **Secretary.** Cindy Boerner-Lay nominated Jennifer Gorini as Secretary. Ed Lichon seconded the motion.
* Eileen Stokes, Jennifer Gorini, Ed Lichon, Leah Korbel, Steve Nebesni, and Cindy Boerner-Lay unanimously approved the nominations.

**Public Comment**

* The meeting was open and closed for public comments.

**Minutes**

* The **July 6, 2016, July 20, 2016, July 19, 2017,** and **December 6, 2017** minutes were tabled for the next meeting.

**Applicants**

* **John Hughes, 38 Fairview Avenue, B27 L10, German Valley Historic District (GVHD). Public Hearing.** This house is a contributing structure to the district. The original house is from about 1890 to 1910. The house has had two additions. The first addition was in an unknown year and the second rear addition was from the 1970s or 1980s. The applicant proposes extensive exterior work to the house.

The applicant has already put a new roof on the entire house. The roof is architectural asphalt over plywood over strapping. The previous roof was a replacement roof, not cedar or slate. Asphalt is a preapproved material to use in the historic district. The soffits can be vented vinyl on all sides of the house.

The applicant has already closed nor replacement the windows. The preexisting windows were vinyl replacement windows. The applicant installed American Craftsman by Anderson windows that are different sizes than the preexisting windows and do not have grilles. All the new windows are double hung besides the second floor windows on the rear side of the house are casement windows for egress. The windows were replaced for energy efficiency. The preexisting windows had grilles. The HPC is requiring that the applicant replace the windows to maintain the spaces and spatial relationships of the original windows in accordance with Secretary of the Interior Guidelines for Preservation Standard #2. As such, the applicant must install windows that are four over four double hung simulated divided light Anderson 400 series, Pella proline SDL, or needs approval in the front of the house that are the same size as the original windows. The applicant must install windows that are double hung Anderson 400 series, Pella proline SDL, or needs approval on all remaining sides of the house that are the same size as the original windows. The window on the second floor over the utility room can be smaller than the other windows on the same side of the house because it is in a bathroom, and must match the size of the front bedroom window on the same side of the house. The east side of the house had a door which can be closed and made into a window, but must match the front window of the same room.

Seven of the windows on the back of the house may be closed because it is a recent addition and views are not available to the public. The second window in from the left and the right on the first and second floors must have double hung Anderson 400 series, Pella proline SDL, or needs approval that are the same size as the original windows. The recommended windows have a composite clad.

The front windows must have two panel wood louvered shutters mounted over the trim so they are not flat and that are properly sized for the windows (they would cover the window if closed). No shutters are required on other windows.

The applicant has already replaced the front door with a door that is 6 inches wider and has a modern design. The preexisting door was not original to the home. The front door was replaced for energy efficiency and for a more desirable size. The placement and size of the new door is compatible with the existing porch, covering, and front façade. However, the modern design of the new door is not acceptable and must be replaced with a period-appropriate door. The applicant must provide a cut sheet of the door for HPC approval before installation. The door would be acceptable if it were a six panel door with windows at the top and must be wood or a material, such as fiberglass, with a similar appearance.

The applicant replaced a side sliding glass door. As an exact replacement, the HPC finds this acceptable. The existing concrete stairs under the sliding glass doors will be expanded to match the width of the door. The east and west door overhangs will be maintained as-is. The cement steps will remain as cement steps and will have mortar repairs as needed.

The applicant closed off a side door that accessed the utility room and installed a window in its place. The applicant proposes to install a new door next to the utility room. To maintain the spaces and spatial relationships of the original door in accordance with Secretary of the Interior Guidelines for Preservation Standard #2, the applicant will reopen the closed off door and must submit a cut sheet of the door for HPC approval prior to installation. A simple paneled wood or fiberglass door with windows at the top would be acceptable.

Applicant must provide cut sheets of exterior lanterns, including those on either side of the front door, before installation for approval by the HPC.

The applicant has not yet replaced the siding. The existing siding is aluminum over wood siding. The applicant intends to remove all existing siding, including the wood siding, and install vinyl siding on the entire house. The HPC referenced page 23 of the Washington Township Historic Preservation Design Guidelines, which states that:

*“Synthetic siding may be used to resurface facades of low public visibility on contributing buildings that were originally wood sided ONLY IF THE SUBSTITUTE SIDING is similar in design, thickness, width and texture to the original siding and will not endanger the physical condition and structural life of the building. The relationship of the siding to architectural trim such as casings and corner boards must be maintained. Architectural trim must 8Y PROPOSED USE OF SYNTHETIC SIDING TO REPLACE WOOD SIDING REQUIRES A COA.”*

To meet the guidelines, Cindy Boerner-Lay recommended using wood siding on the front façade of the house. The HPC will approve replacing the existing synthetic siding with synthetic siding on the remaining sides of the house, but the design, thickness, width and texture (smooth) must match the original wood siding as close as possible. The front corner boards must be wood and the other corner boards can be rabbeted composite.

Leah Korbel made a motion to grant and Certificate of Appropriateness for:

* + Roof
		- The architectural asphalt roof replacement over plywood over strapping is considered acceptable in the historic district.
		- The soffits can be vented vinyl on all sides of the house.
	+ Windows
		- Front facade must have four over four double hung simulated divided light Anderson 400 series, Pella proline SDL, or needs approval that are the same size and in the same location as the original windows.
		- East and west side façades must have double hung simulated divided light Anderson 400 series, Pella proline SDL, or needs approval that are the same size and in the same location as the original windows. No grilles are required.
		- On the west façade, the window on the second floor over the utility can be smaller than the original window because the window is for a bathroom, but must match the size of the front bedroom window on the same side of the house. No grilles are required.
		- The east façade had a door which can be closed and made into a window, but must match the size of the front window of the same room.
		- The rear façade must have double hung simulated divided light Anderson 400 series, Pella proline SDL, or needs approval that are the same size and in the same location as the original windows. The second window in from the left and the right on the first and second floors must remain as windows, the others can be closed.
		- The front windows must have two panel wood louvered shutters mounted over the trim so they are not flat and that are properly sized for the windows (they would cover the window if closed). No shutters are required on other windows.
	+ Doors
		- The applicant must replace the front door with a period-appropriate design, although the 36-inch width can remain. The applicant must provide a cut sheet of the door for HPC approval before installation. The door would be acceptable if it were a six panel door with windows at the top and must be wood or a material, such as fiberglass, with a similar appearance.
		- The applicant will reopen the door opening to the utility room on the east side of the house. The applicant must submit a cut sheet of the door for HPC approval prior to installation. A simple paneled wood or fiberglass door with windows at the top would be acceptable.
		- The sliding glass door, as an exact replacement, is acceptable.
		- The east and west door overhangs will be maintained as-is.
	+ Steps
		- The cement steps at the front door will remain as cement steps and will have mortar repairs as needed.
		- The cement steps at the side sliding door will be expanded as cement steps to match the width of the sliding glass door.
	+ Lighting
		- Applicant must provide cut sheets of exterior lanterns, including those on either side of the front door, before installation for approval by the HPC..
	+ Siding
		- Replacement wood (cedar or pine) siding on the front façade to match the design, thickness, width, and texture (smooth) of the original clapboard siding.
		- Replacement vinyl siding on the side and rear facades to match the design, thickness, width, and texture (smooth) of the original clapboard siding.
		- Corner boards are required at the existing and original corners of the house to show the progression of the house.
		- The front corner boards must be wood and the other corner boards can be rabbeted composite.

Ed Lichon seconded the motion. Eileen Stokes, Jennifer Gorini, Ed Lichon, Leah Korbel, Steve Nebesni, and Cindy Boerner-Lay unanimously approved the motion.

* **Mike and June Logan, 38 Fairview Avenue, B27 L10, Schooley’s Mountain Historic District (SMHD). Door Replacement.** The existing door is 19 feet 4 inches wide and a wooden plywood material. The applicants propose a design that looks like two separate garage doors although it would be one single garage door. The proposed design has square panels and arched glass along the top that looks like windows. The arched glass is not appropriate but square glass doors would be acceptable. The doors would be made of steel with composite trim. Cindy Boerner-Lay made a motion to approve the steel garage door with square glass panels along the top, lift handles, and strap hinges as show on the cut sheets provided by the applicants. Leah Korbel seconded the motion. Eileen Stokes, Jennifer Gorini, Ed Lichon, Leah Korbel, and Cindy Boerner-Lay unanimously approved the motion.

**New Business**

* + - **99 West Mill Road, FCC Section 106 Comment – Antenna Modification.** The modifications to the antennas are unclear from the letter. Chairman Stokes will comment that minor changes are acceptable.
		- **Mimi Lipman proposal.** 56 Schooley’s Mountain Road house is under contract and Mimi Lipman, a realtor, proposes that someone give a presentation to the realty office on historic preservation districts.
		- **26 Schooley’s Mountain Road, B27 L25.** The house has been in foreclosure for about two years and Chairman Stokes is trying to make sure the broker lets potential buyers know it is in a historic district.

Eileen Stokes, Jennifer Gorini, Ed Lichon, Leah Korbel, and Cindy Boerner-Lay unanimously adjourned the meeting at 10:30.

Respectfully Submitted,

Jennifer Gorini

Approved 4/4/18

Motion by Cindy Boerner-Lay, Second by Ed Lichon

Unanimous