

**Township of Verona
Landmarks Preservation Commission**

**Meeting Minutes
September 16, 2016**

1. Call to order

Chairman Glenn Houthuysen called the meeting to order at 7:31 pm.

2. Statement of compliance

Chairman Houthuysen advised that notice of the meeting was published pursuant to the requirements of the NJ Open Public Meetings Act.

3. Roll call of members

- Glenn Houthuysen (Chairman)
- Ben Blinder
- Steve Chait
- Jane Eliasof
- Joe Hallock
- Pat Hynes
- Michael Nochimson - excused
- Dianne Oster
- Sandra Smith

4. Adoption of minutes from the 6-16-15 meeting

The meeting minutes from the June 16 meeting was reviewed and accepted into the record.

5. Old business

a. Town Survey Status

- Barton Ross will start on the 19th of September.
- Perhaps the Commission should consider an article in the Verona Cedar Grove Times regarding the survey so residents are aware that the survey is being undertaken.
 - Chairman Houthuysen will reach out to Barton Ross to see if there is a protocol on how this should be handled.
 - Perhaps information should be posted on the Verona Municipal site and the Verona police department should also be notified.
- Ms. Eliasof will meet with Barton Ross to get the process started.
- The survey will take approximately three months to complete.

b. Annin Flag

- Chairman Houthuysen wrote a letter to the owners regarding their interest in making Annin Flag a Verona Designated Landmark: Edward Russo, Russo Development. (August 2, 2016)
- Ms. Eliasof suggested that another letter could be written as a follow up regarding the possibility of tax credits.
- Plans for the Annin Flag building were reviewed by Chairman Houthuysen and Ms. Eliasof over the summer.

- c. Chairman Houthuysen met with the township manager, Matt Cavallo.
- The following were the topics discussed:
 - Town survey status and cost, VLPC budget for 2016, nameplates, periodicals for members – approved.
 - Use of township attorney rather than planning board attorney – approved.
 - Designate properties with or without owner’s permission – hesitant on this point.
 - Financial disclosure forms for VLPC members – will investigate.
 - Microphones/town clerk at VLPC meetings, VLPC meeting location change – if warranted.
 - Location to store VLPC docs and papers – Verona Community Center.
 - Name change to VHPC - this is approved but the name will need to be changed in the Landmarks ordinance.
 - Mr. Hallock noted that in the township ordinance it states that no property can be designated without the owner’s consent.
 - Johnathan Kinney, from the New Jersey Historic Preservation Office, offered the following:
 - Local designation is considered a “zoning overlay.” Designation as historic is an overlay. You can object, but not stop the process.
 - a. Nominate a property
 - b. Historic Preservation Commission approves
 - c. Planning Board reviews
 - d. Governing body nominates
 - Ms. Eliasof offered that up to now the purpose of identifying houses was to list those that could be designated and the homeowner would be contacted.
 - Mr. Hallock suggested that it is best to get things done consensually. Historical preservation weighs community interest in historic properties versus homeowner.
 - Discussion ensued on amending the ordinance.
 - Mr. Kinney suggested the contacting the township attorney about zoning overlays and will see if he has any information on overlays to share with the commission.
- d. Historic landmarks and potential designation
- Plaques for landmarked structures – VUMC and Freight Shed
 - Ms. Smith reached out to the Methodist Church and they have an interest in a plaque. She is also researching the new owners of the freight shed.
 - 190 Grove Ave – the Brower House.
 - Chairman Houthuysen has made several attempts at contact.

- Ms. Smith learned that since the previous homeowner, Dave Hathaway, has passed away the nephew plans to maintain the property as historic.
- We should review all of the surveys previously conducted.

6. New Business

- a. Jonathan Kinney, the Certified Local Government Coordinator from the NJ State Historic Preservation Office joined the meeting. Review of commissions to confirm they meet the criteria as a CLG occurs every four years.
 - Mr. Kinney suggested that a set of bylaws is a good idea as a reference for the commission and will send samples for review.
 - He also thought it would be helpful for the commission members to attend Town Council and Planning Board meetings.
 - There are web based workshops available for member participation.
 - b. Morris County workshop – What are Historic Preservation Commissions All About? – Thursday, 7/21 at 7pm – rsvp: 973-267-4717 – mcthp.org – Morris County Trust for Historic Preservation (Morristown and Morris Township Library, 1 Miller Road, Morristown 07960)
- 7. **Other business:** There was no other business.
- 8. **Public participation:** There was no public participation
- 9. **Adjournment:** Chairman Houthuysen adjourned the meeting at 8:45 pm. The next meeting is to be held on January 19, 2017.