

**Westwood Historic Preservation Commission
Meeting Minutes Wednesday, May 8, 2013
Municipal Complex
101 Washington Avenue**

1. Opening of the Public Meeting

The meeting was called to order at 7:30 P.M.

2. Roll Call (present)

Donald Rubin, Chair
Otokar von Bradsky (Peter), Vice-Chair
David Hohmann, Secretary
Joe Rivers
Ray Arroyo, Councilmember Liaison
Gregory Dietrich, Preservation Consultant

3. Pledge of Allegiance, Statement of Adequate Notice and Open Meeting Act

4. Proceedings

The minutes of the April 10th public meeting and April 23rd special meeting were approved unanimously.

The draft Certificate of No Effect/Certificate of Appropriateness was unanimously approved and will be presented to the City Council for approval.

An open discussion took place regarding procedures for the HPC to be informed of projects affecting designated properties and properties that are mentioned in the Master Plan Historic Preservation Element, April 2007. The HPC is required to be part of the review process for designated properties in Westwood as laid out in the Ordinance Section 195-178. It is not required that the HPC be notified of projects under review for any other property in the Borough. The HPC would like to have an opportunity to offer an opinion on projects being undertaken, particularly those listed in the Master Plan. A request will be made to have a set of plans provided to the HPC by the Building Official.

The HPC discussed the request by the Zoning Board for the Commission to provide an opinion on the plans for Voltz Hardware. Voltz Hardware, at 313 Broadway is mentioned in the Master Plan Element. A brief discussion of the situation was presented to the HPC by Ray Arroyo. Chairman Donald Rubin offered his opinion in a letter to the Zoning Board. The HPC supports the content of the letter as written.

The Tenafly Historic Preservation Commission provided a sample of a Designation Report for review by the Commission. The report discusses the designation of a single property "Robin Hill" in Tenafly, a circa 1914 example of concrete construction and historical significance to Tenafly.

Budget and the schedule for future meeting were also discussed.

Disclosure forms are due by May 31st. Forms are available online and need to be handed into the office by May 31st to be complete.

5. Adjournment

The meeting was adjourned at 8:55 PM. The next meeting will be held on Wednesday, June 12th at 7:30 PM at the Westwood Borough Hall if the Meeting Room is available.