

# Madison Historic Preservation Commission

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## 2021 ANNUAL REPORT

*Prepared 1/15/2022 for:*

**Mayor Robert H. Conley**

*And the Madison Borough Council Members*

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Jill Rhodes, *Vice Chair*

*And the Madison Historic Preservation Commission members*

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Christon Kellogg

Mary Ellen Lenahan

David Luber

John Solu

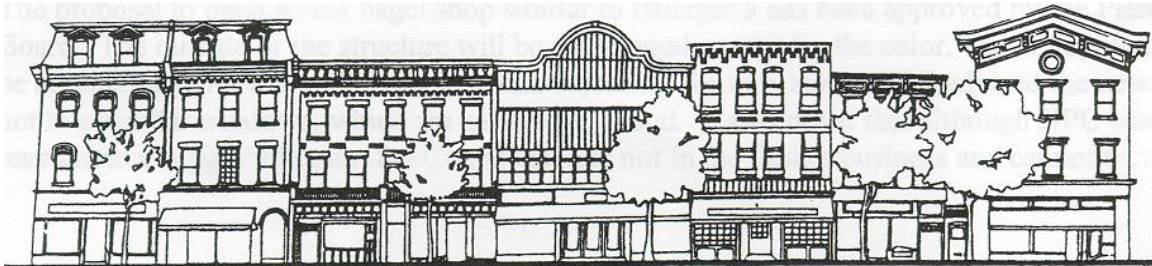
Carmine Toto\*

Max Hart, *alt. #1*

Adrienne Novak *alt. #2*

Laurie Hagerich, *Recording Secretary*

Astri Baillie, *Council Liaison 2021*





**A Longtime Member of our Madison Historic Preservation Commission, Carmen Toto, Jr.,** sadly, passed on September 12, 2021. Carmen was a charter member of this commission since its inception in 1993. He was a dedicated participant and attended monthly meetings as he loved his hometown and appreciated its historic character. He was the perfect man for the job!



The projects he worked on were many. A few in particular were: Madison Train Station Restoration, the Museum of Early Trades, and Madison's sidewalks. He was also a valued resource to borough landlords in their preservation work. Carmen would volunteer to reach out to build consensus among property owners in Historic Districts if there was a challenging issue before the Commission. The "historic hometown feel" was of utmost importance to Carmen. He never backed away from a challenge when it came to restoration, it was not unusual to see him roll up his sleeves and get his hands dirty at the James library or the James Building.





Our  
“Geraldine” A  
1921 Ahrens  
Fox Model P-4  
1300 gallon per  
minute  
pumping fire  
engine which  
Mrs. Geraldine  
R. Dodge gifted  
to the borough  
on May 14,  
1921 became a  
passion of his  
once the Fire  
Department  
found a part of  
Madison’s  
history at a



collectors auction, he worked with others behind the scenes to get as many people involved in repatriating it back to our town.



His love of Historic Preservation was not only in his knowledge of buildings and structures but extended into his personal life where he restored an old Jeep and the family business truck. Madison has been his home all his life and he would volunteer his time to any resident to explore options for preservation rather than demolition at every opportunity. He valued those citizens that gave of their time in service to community and he exemplified that model of citizenship with his constant consultation with the building department on projects executed throughout the borough.

We will miss his counsel and quiet assured attendance at our meetings but his mentoring of many of us on the commission will continue his legacy of commitment to Historic Preservation for years to come.

*-John Solu*



**MADISON HISTORIC PRESERVATION COMMISSION  
ANNUAL REPORT 2021**

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## 1.0 Executive Summary

The Madison Historic Preservation Commission conducted a successful year of work on behalf of the Borough of Madison and its residents. With no end to the global pandemic brought about by the novel coronavirus COVID-19, the Commission continued to conduct business virtually with online meetings in Zoom. When we look back at 2021, we must pause and note the loss of one of our own, HPC founding member Carmine Toto. The Commission feels this tremendous loss. Carmine's old world artisanship and dedication to not just preservation, but to the entire Madison community will forever be missed.

The Madison HPC is pleased to report a successful year of administering the following duties and responsibilities:

- [\(1\)](#) To identify, record and maintain a system for survey and inventory of all buildings, sites, places, improvements and structures of historical or architectural significance based on the Secretary of the Interior's Standards and Guidelines for Archaeology and Historic Preservation (Standards and Guidelines for Identification); and to aid the public in understanding their worth, methods of preservation, techniques of gathering documentation and related matters.
- [\(2\)](#) To make recommendations to the Planning Board on the historic preservation plan element of the Master Plan and on the implications for preservation of historic sites of any other Master Plan elements.
- [\(3\)](#) To advise the Planning Board on the inclusion of historic sites and landmarks in the recommended capital improvement program.
- [\(4\)](#) To participate in the Technical Coordinating Committee and advise the Planning Board and Zoning Board of Adjustment pursuant to N.J.S.A. 40:55D-110.
- [\(5\)](#) To provide written reports pursuant to N.J.S.A. 40:55D-111 on the application of the Zoning Ordinance provisions concerning historic preservation.
- [\(6\)](#) To carry out such other advisory, educational and informational functions as will promote historic preservation in the Borough.

Despite the challenges brought about by a second year of a pandemic, the Madison HPC was able to successfully complete our goals for 2021. We were able to continue our professional development with members participating in workshops with the New Jersey Historic Trust and Preservation New Jersey. The Madison HPC was able to bolster its communication of relevant reviews in front of the Planning Board and Zoning Board of Adjustments, naming John Forte as the Planning Board

representative and Mary Ellen Lenahan as the HPC representative attending Zoning Board meetings. We formalized communication updates in our new regular agenda item “Updates from Liaisons.” Dr. Rhodes provides updates from the Open Spaces, Recreation, and Historic Preservation Advisory Committee, Mr. Lubber provides relevant updates from the Madison Historical Society, and Councilwoman Baillie provides updated from the Council.

Passing a revised ordinance continues to be the most pressing goal of the Madison HPC. To support the draft ordinance and facilitate communication between the Borough, the Planning and Zoning Boards, and HPC, members Ms. Foster and Dr. Rhodes have been working with associates from the office of Madison town planner Susan Blickstein to develop an accurate map of Madison historic properties.

The HPC was able to successfully obtain support from the Open Spaces, Recreation and Historic Preservation Advisory Committee to fund the drafting of formal design guidelines. These illustrated guidelines follow the Secretary of the Interior’s Design Standards and provide clear guidance to better facilitate conversations with applicants, residents, and other regulatory boards. A draft of the design guidelines was provisionally approved at the December 2021 meeting and will be submitted to the relevant parties for formal approval in 2022.

The HPC participated as a stakeholder with the Gateway and Wayfinding Signage group, providing input on key historic sites within Madison, as well as feedback on signage design. The Commission was able to support the Masonic Lodge in its successful quest for preservation funds and participated in a multi-party meeting to discuss plans and repairs for the Luke Miller “Forge” building work.

The members of the Madison Historic Preservation Commission (2021) are listed below. Terms are 4 years for Regular members; 2 years for Alternates.

<b>Member</b>	<b>Role</b>	<b>Term expiration</b>	<b>Meetings attended</b>
Astri Baillie	Council Liaison	December 31, 2021	9
John Forte	Regular - Class C	December 31, 2024	8
Janet Foster	Chair, Regular - Class A	December 31, 2022	10
Laurie Hagerich	Recording Secretary	December 31, 2022	10
Max Hart	Alt #1	December 31, 2023	9
Christon Kellogg	Regular	December 31, 2024	9
Mary Ellen Lenahan	Regular - Class C	December 31, 2023	10
David Luber	Regular – Class B	December 31, 2023	9
Adrienne Novak	Alt. #2	December 31, 2022	2*
Jill Rhodes	Vice Chair, Regular – Class C	December 31, 2024	10
John Solu	Regular - Class C	December 31, 2025	10
Carmine Toto	Regular - Class C	December 31, 2024	5*

*\*Adrienne Novak was appointed following the passing of Carmine Toto in September 2021.*

## **2.0 List of Historic Preservation Commission Accomplishments 2021**

The Madison Historic Preservation Commission (HPC) had a very productive year in 2021. While we had less applications to review than in past years, we were able to continue our efforts laying a strong foundation for the success of the Commission moving forward. The Commission meets on the second Tuesday of the month. The July 13 and August 10 meetings were both canceled as there was no business to review. In total, the HPC met 10 times in 2021.

### **2.1 Application Reviews**

The HPC reviewed two applications, one for modifications to a contributing building in the Bottle Hill Historic District, and for a roof-mounted cellular tower on a building in the Downtown Civic and Commercial Historic District. Furthermore, the Commission was involved in informal discussions regarding the sale of three historic buildings adjacent to both named Historic Districts.

### **2.2 Technical Coordinating Committee (TCC) Reviews**

The TCC subcommittee met to review and provide input on five applications involving historic structures both in and out of named Historic Districts. Apart from one application, all involve demolition or potential demolition and replacement of a historic building. One application was for the demolition of two private residences on a named historic streetscape. Three applications were for commercially owned buildings, with two of those three in the Downtown Civic and Commercial Historic District.

### **2.3 Sign and Façade Reviews**

Four sign and facade submissions were reviewed in the Downtown Civic and Commercial Historic District in 2021.

### **2.4 Draft Ordinance Support Work**

The Historic Preservation Commission has continued with its work to revise and update the ordinance under which it operates. The Commission worked to support the draft ordinance with a clearly illustrated map of all historic resources in the Borough. Commission members Janet Foster and Jill Rhodes participated in a series of meetings with representatives from Susan Blickstein's office to review a comprehensive dataset made up of every previously identified historic resource in the Borough. Working from a listing of properties by block and lot number, Ms. Foster and Dr. Rhodes conducted a visual review of every listed property, established a ranking system for future HPC reviews, wrote descriptions, and removed resources no longer finding historic merit. This review was a meticulous process that will result in a definitive map for use by the Borough and the Planning and Zoning Boards to identify applications involving historic properties.

### **2.5 Design Guidelines**

The HPC initiated work in 2020 to create a set of illustrated design guidelines that follow the Secretary of the Interior's Standards and provide a visual reference to better facilitate understanding of preservation goals with residents, applicants and other regulatory boards. The Commission approved the guidelines subject to minor revisions at their December meeting. These will help with more thoughtful development in keeping with our architectural heritage and



develop uniform standards for review on appropriateness and compatibility with existing housing stock. It will also serve to educate the public about the importance of preserving historic buildings.

## **2.6 Professional Trainings**

The Madison Historic Preservation Commission members strive to stay on top of current topics and practices in historic preservation. Commission members were able to attend the New Jersey Historic Trust 3-day workshop on Building a Place for History and the Preservation New Jersey Q&A session with Barton Ross discussing Historic Preservation Regulations in New Jersey: Using Appropriate Building Materials. Both sessions were virtual with video recordings provided, allowing greater participation by members of the Commission.

## **3.0 Current Projects**

### **3.1 Draft Ordinance Support**

The Commission has a draft ordinance upon which it worked diligently to follow existing MLUL and preservation ordinance precedents to better meet assist the HPC in fulfilling their duties and obligation of historic preservation in Madison. Following the strong public support for historic preservation in the Master Plan, the HPC looks forward to presenting the draft ordinance to the Borough Council once all supporting materials are completed.

### **3.2 Historic Preservation Recognition awards**

The Commission continues to look for historically thoughtful residential and business renovations to bring recognition for quality local preservation projects. The Commission has identified commercial and residential properties for recognition and looks forward to highlighting them in May, aligned with Historic Preservation Month.

### **3.3 Design Guidelines**

The HPC looks forward to implementing our illustrated design guidelines. The current ordinance refers to the Secretary of the Interior's Design Standards, as does the revised draft ordinance. The Commission was excited for the opportunity to develop a clear, visual representation of meaning and intent in these standards. Our design guidelines will be beneficial to not just the HPC, but also the Planning and Zoning Boards. The guidelines educate best practices and provides an understanding of architectural terms and significance. The Commission endeavors to host a joint education session with the Planning Board and Zoning Board of Adjustments to help clarify questions, roles and procedural issues between the various Boards and Commissions and help all understand the HPC and our proposed new ordinance and design guidelines.

#### **4.0 Goals for 2022**

The primary goal for 2022 is to pass our ordinance on which we have worked so diligently over the past two years. The Commission has appointed a subcommittee and begun work researching bylaws under which similar Commissions operate with the aim to enact our own set of processes and procedures. We also wish to continue work on outreach within the Borough, educating and informing residents about the Commission, our activities, and the need for thoughtful preservation and the role this plays in the fabric and character of the town.

#### **ACKNOWLEDGEMENTS**

The Historic Preservation Commission would like to thank the Borough Administrator Ray Codey, CFO and Assistant Administrator Jim Burnet for supporting our work, as well as Administrative Official Fran Boardman for her administrative assistance to the Commission. We also thank Borough liaison Astri Baillie and the rest of the Madison Borough Council for their continued support, as well as all HPC members for their service.