

**TOWNSHIP OF WYCKOFF  
SCOTT PLAZA  
WYCKOFF, NEW JERSEY**

**ORDINANCE NO. 1876**

NOTICE

**NOTICE IS HEREBY GIVEN**, that the proposed Ordinance was introduced and passed on first reading at a meeting of the Wyckoff Township Committee, of the Township of Wyckoff, Bergen County, New Jersey, held on April 16, 2019, and that said Ordinance will be taken up for further consideration for final passage at a regular meeting of the said Wyckoff Township Committee to be held in the Municipal Court Room at Memorial Town Hall, 340 Franklin Avenue, Wyckoff, New Jersey, on the 7th of May, 2019, at 8:00 P.M., or as soon thereafter as the matter can be reached, at which time and place all persons who may be interested therein will be given an opportunity to be heard concerning the same.

**TAKE FURTHER NOTICE**, that the Municipal Clerk has posted a copy of said Ordinance on the Bulletin Board in Memorial Town Hall and will make copies of the Ordinance available to members of the general public who request the same.

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Joyce C. Santimauro  
Municipal Clerk

The ORDINANCE referred to is as follows:

**ORDINANCE #1876**

**AN ORDINANCE TO CREATE NEW CHAPTER 123 OF THE CODE OF THE TOWNSHIP OF WYCKOFF, "HISTORIC PRESERVATION," FOR THE PURPOSE OF PROTECTING HISTORIC LANDMARKS AND GUIDING THE ACTIONS OF THE HISTORIC PRESERVATION COMMISSION**

For the May 20, 2019 issue of the Ridgewood News

**TOWNSHIP OF WYCKOFF**

**ORDINANCE #1876**

**AN ORDINANCE TO CREATE NEW CHAPTER 123 OF THE CODE OF THE TOWNSHIP OF WYCKOFF, "HISTORIC PRESERVATION," FOR THE PURPOSE OF PROTECTING HISTORIC LANDMARKS AND GUIDING THE ACTIONS OF THE HISTORIC PRESERVATION COMMISSION**

**NOW, THEREFORE, BE IT ORDAINED** by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey, that new Chapter 123, "Historic Preservation," is hereby created as follows:

**SECTION 1. Chapter 123. Historic Preservation.**

- § 123-1. Short title; incorporation as zoning regulation.
- § 123-2. Purposes.
- § 123-3. Designation of historic landmarks.
- § 123-4. Actions requiring review by Historic Preservation Commission.
- § 123-5. Procedures for Commission's review of building permits and alterations.
- § 123-6. Criteria for review of application.
- § 123-7. Violations and penalties.
- § 123-8. Establishment of historic districts; limitations on powers of Commission.

**123-1. Short title; incorporation as zoning regulation.**

This article shall be known as and may be referred to by the short title of the "Historic Preservation Ordinance of the Township of Wyckoff." As, where and to the extent necessary and appropriate, this article shall be construed as being part of and incorporated in the Zoning Ordinance of this chapter, notwithstanding the format of this separate article for purposes of convenience.

**123-2. Purposes.**

- A. By adopting this article, it is the intention of the Township Committee, simultaneously herewith, to create an agency which will work with and advise the Township Committee, Planning Board and the Zoning Board of Adjustment with respect to historic landmarks within the Township of Wyckoff and the effect of development applications thereon. Said agency is to be known as the "Historic Preservation Commission" and shall be

established pursuant to Chapter 40 of the Code of the Township of Wyckoff.

- B. The establishment of the Historic Preservation Commission and the designation of historic landmarks within the Township are intended to foster the protection, enhancement and perpetuation of especially noteworthy examples or elements of the Township's environment to:
1. Safeguard the heritage of Wyckoff by preserving resources within the Township which reflect elements of its cultural, social, economic and architectural history;
  2. Encourage the continued use of historic landmarks and to facilitate their appropriate use;
  3. Promote appreciation of historic landmarks for education, pleasure and the welfare of the local population;
  4. Discourage the unnecessary demolition of historic resources;
  5. Encourage the proper maintenance and preservation of historic settings and landscapes;
  6. Encourage beautification and private reinvestment;
  7. Encourage the appropriate alteration of historic landmarks;
  8. Promote the conservation of historic landmarks and invite and encourage voluntary compliance.

**123-3. Designation of historic landmarks.**

- A. The Commission, as part of the preparation of an Historic Element to be provided to the Planning Board for the Master Plan of the Township of Wyckoff shall consider for historic landmark designation, any buildings, structures, objects and sites within the Township which merit historic landmark designation and protection, possessing integrity of location, design, setting, materials, workmanship and association, and being:
1. Of particular historical significance to the Township of Wyckoff by reflecting or exemplifying the broad cultural, political, economic or social history of the nation, state or community;
  2. Associated with historic personages important in national, state or local history;

3. The site of an historic event which had a significant effect on the development of the nation, state or community;
  4. An embodiment of the distinctive characteristics of a type, period or method of architecture or engineering;
  5. Representative of the work of an important builder, designer, artist or architect;
  6. Significant for containing elements of design, detail, materials or craftsmanship which represent a significant innovation; or
  7. Able or likely to yield information important in prehistory or history.
- B. As part of a periodic review of the Historic Element of the Master Plan, the Commission may make a list of potential historic sites for landmark designation. For each landmark, there shall be a description of the landmark, pursuant to this article to include a description of the landmark's location and boundaries, and a map siting. The Commission shall, by certified mail, return receipt requested, notify, in writing, the property owner of a potential landmark designated site and provide the landowner an opportunity to meet voluntarily and informally with the Commission on such designation.
- C. The list of potential landmarks, as well as the descriptions, significance, location, boundaries and map siting of each, shall be subject to and contained within the Historic Preservation Element of the Master Plan as amended from time to time. The Commission shall provide its recommendations for inclusion in the Historic Preservation Element of the Master Plan to the Planning Board which shall hold hearings pursuant to statute.
1. All hearings on historic landmark ordinances for historic sites as designated in the appropriate element of the Master Plan shall be conducted before the Township Committee according to law.
- D. Copies of the designation list and historic site maps as adopted shall be made public and distributed to all municipal agencies reviewing development applications and building permits. A certificate of designation shall be

served by certified and regular mail upon each owner and included on the list.

**123-4. Actions requiring review by Historic Preservation Commission.**

- A. All development activities including but not limited to those which require a permit or a development application, that affect an historical landmark shall be reviewed by the Commission, except as set forth in Subsection C below. Such review shall be required for but not be limited to the following actions:
1. Demolition of an historic landmark.
  2. Relocation of an historic landmark.
  3. All changes in the exterior architectural appearance of any historic landmark by addition, alteration, or replacement.
  4. Site plans or subdivisions affecting an historic landmark.
  5. Zoning variances affecting an historic landmark.
- B. Before an applicant prepares plans, the applicant may bring a tentative proposal to the Commission for informal review and comment. Discussions of such proposals shall be open to the public, but they will not result in any definitive action by the Commission.
- C. Review by the Commission is not required for the following:
1. When an historic landmark requires immediate emergency repair to preserve the continued habitability of the landmark and/or health and safety of its occupants or others, emergency repairs may be performed in accordance with Township codes without the necessity of first obtaining the Commission's review. Under such circumstances, the repairs performed shall only be such that are necessary to maintain the habitability of the structure. A request for the Commission's review shall be made as soon as possible, and no additional work shall be performed upon the structure until an appropriate request for approval is made and obtained in accordance with the procedures set forth in this article. All work done under this section shall conform to the criteria and guidelines for review of

applications as adopted by the Commission in accordance with this article.

2. For changes to the interior of structures.
  3. For ordinary repairs and maintenance which do not constitute a change to the appearance of the structure. The following are the only activities which do not require Commission review according to these criteria:
    - a. Repair of existing windows, doors and storm windows that are compatible in style with the architectural period of design of the subject structure.
    - b. Maintenance and repair of existing roof material involving no change in the design, scale or appearance of the structure.
    - c. Repair of the existing roof structure such as cupolas, dormers, and chimneys, using materials which will not alter the exterior architectural appearance of the structure.
    - d. Replacement or repair of existing shingles, clapboards, brick or stone, using the same materials that are being repaired or replaced, maintaining the architectural integrity of the structure.
    - e. Exterior painting of existing structures.
  4. Alterations to the Zabriskie House, since it is governed by deed restrictions and has its own board of trustees.
- D. Any property owner and/or tenant of any property subject to this article to which changes or alterations are proposed shall not be relieved of any obligations under this article because no building and/or development application is otherwise required.
- E. The Commission shall hear such applications, employing its procedure used for all other applications, and shall prepare a written report on the application of this article's provisions concerning historic preservation to any of those aspects of the change, activity or action proposed and shall submit its report to the Planning Board as the case may be in accordance with this article.

**123-5. Procedures for Commission's review of building permits and alterations.**

- A. For historical sites designated by the appropriate element in the Master Plan and which are subject to an historic landmark designation as contained in the Ordinance, all proposed changes subject to this chapter including applications for development and all applications for the issuance of permits pertaining to historic sites or landmarks shall be referred to the Historic Preservation Commission for a written report on the application of the Ordinance provisions concerning historic preservation to any of those aspects of the change proposed, which aspects were not determined by approval of an application for development pursuant to the Municipal Land Use Law. In the case of an application for development, the Historic Preservation Commission shall submit its report to the Planning Board or Zoning Board as the case may be. In instances where a proposed change and/or permit is referred to the Commission, the Commission shall render its report to the Planning Board which shall make a decision with regard to the Commission's report and shall issue its own report to the administrative officer in charge of issuing the appropriate permit. The Historic Preservation Commission shall report to the Planning Board and the Planning Board shall report to the administrative officer within 45 days of the administrative officer's referral of the permit application to the Historic Preservation Commission. If, within the 45-day period, the Planning Board, after recommendation from the Historic Preservation Commission, recommends to the administrative officer against the issuance of a permit or recommends conditions to the permit to be issued, the administrative officer shall deny issuance of the permit or include the conditions in the permit to be issued, as the case may be. Failure to constitute a report within the 45-day period shall be deemed to constitute a report in favor of the issuance of the permit and without recommendation or conditions to the permit.

- B. All appeals pursuant to this section shall be made to the Zoning Board of Adjustment as provided by N.J.S.A. 40:55D-70a.

**123-6. Criteria for review of application.**

In reviewing an application for its effect on an historic landmark, the following criteria shall be used by the Commission, Planning Board and Zoning Board of Adjustment. The criteria set forth in Subsection A hereof relates to all projects affecting an historical landmark. The criteria set forth in Subsections B through D relate to specific types of undertakings and shall be used in addition to the general criteria set forth in Subsection A.

- A. In regard to all applications affecting an historical landmark, the following factors shall be considered:
1. The impact of the proposed change on the historical and architectural significance of the landmark.
  2. The landmark's importance to the public and the extent to which its historical or architectural interests would be adversely affected to the detriment of the public interest.
  3. The hardship to the property owner if the application were denied or conditions were imposed.
- B. In regard to an application for new construction, alterations, additions, repairs or replacements affecting an historic landmark, the following criteria shall be considered:
1. Height. The height of the proposed building shall be visually compatible with adjacent buildings.
  2. Proportions of the building's front facade. The relationship of the width of the building to the height of the front elevations shall be visually compatible with the buildings and places to which it is visually related.
    - a. Proportion of openings within the facility. The relationship of the width of windows to the height of windows in a building shall be visually compatible with the buildings and places to which it is visually related.
  3. Relationship of materials, texture, and color. The relationship of materials, texture and color of the facade and roof of a building shall be visually



compatible with the predominant materials used in the building to which it is visually related.

4. Exterior features. A structure's related exterior features, such as lighting, fences, signs, sidewalks, driveways and parking areas, shall be compatible with the features of those structures to which it is visually related and shall be appropriate for the historical period for which the structure is significant.
- C. In regard to an application to demolish an historic landmark, the following matters shall be considered:
1. Its historic, architectural, cultural, or scenic significance.
  2. Its potential for use for those purposes currently permitted by the Zoning Ordinance.
  3. Its structural condition and the economic feasibility of alternatives to the proposal.
  4. Its importance to the community and the extent to which its historical or architectural value is such that its removal would be detrimental to the public interest.
  5. The extent to which it is of such old, unusual, or uncommon design, craftsmanship, texture or material that it could be reproduced only with great difficulty and expense or other hardship to the property owner.
  6. The extent to which its retention would promote the general welfare by maintaining and increasing real estate values, generating business, attracting tourists, attracting new residents, stimulating interest and study in architecture and design, or making the municipality an attractive and desirable place in which to live.
- D. In regard to an application to move any historic landmark, the following matters shall be considered:
1. The historic loss to the site of the original location.
  2. The reasons for not retaining the landmark or structure at its present site.
  3. The compatibility, nature, and character of the current and of the proposed surrounding areas as they relate to the protection of interests referred to in this article.

4. The probability of significant damage to the landmark or structure itself.
5. The hardship to the property owner if the application were denied or conditions were imposed.

**123-7. Violations and penalties.**

Any penalty for a violation of this article shall be determined in accordance with the penalties set forth in Chapter 1, Article II, Section 1-15, General penalty established.

**123-8. Establishment of historic districts; limitations on powers of Commission.**

- A. The establishment of an historic district in the Township of Wyckoff shall be initiated and implemented in the same way as for historic landmarks.
- B. No duties or powers of the Commission shall supersede or infringe on the powers of other Township boards and committees.

SECTION 2. Except as hereby amended, all other sections of the Code of the Township of Wyckoff shall remain in full force and effect.

SECTION 3. This Ordinance shall take effect upon final passage and publication according to law.