

## ORDINANCE 1797

### CHAPTER 15.32 HISTORIC PRESERVATION

#### AN ORDINANCE AMENDING CERTAIN PROVISIONS OF CHAPTER 15.32 OF THE MUNICIPAL CODE OF THE BOROUGH OF GLEN RIDGE REGARDING ALTERATIONS AND CONSTRUCTION WITHIN THE BOROUGH'S HISTORIC DISTRICT

**BE IT ENACTED AND ORDAINED**, by the Mayor and the Borough Council of the Borough of Glen Ridge, in the County of Essex and the State of New Jersey, as follows:

##### **15.32.030 Definitions.**

"Alteration" means any work done on a structure which is not an addition to the structure, but which changes the appearance of the exterior surface, specifically including (but not limited to) work involving windows, doors or siding; provided, however, that the term alteration shall not include:

1. Any replacement of windows or doors materials for which a municipal permit or approval is not otherwise required; or
2. Any alteration solely to the rear of a structure not on a corner lot unless such alteration is visible from the street; or
3. Any replacement of a structure which replicates the appearance of the structure being replaced, regardless of whether the materials used are of the same or different composition as the structure being replaced and regardless of differences in color; provided, however, that;
4. Notwithstanding the provisions of [subsections] (1), (2) and (3) above, all applications for changes in siding, feature windows, feature doors, and roofing material other than asphalt shingles, any façade material including modification of a material's texture, and painting of previously unpainted masonry must go before the commission.
5. Painting of any masonry structure not previously painted shall be prohibited.

"Construction" means any work creating a new structure or any work done on or to a new structure which will change the appearance of the exterior surface, specifically including (but not limited to) work involving windows, doors or siding; provided, however, that the term "construction" shall not include:

1. Any replacement of feature doors for which a municipal permit or approval is not otherwise required; or
2. Any addition or alteration solely to the rear of a structure not on a corner lot unless such addition or alteration is visible from the street; or
3. Any replacement of a structure which replicates the appearance of the structure being replaced, regardless of whether the materials used are of the same or different composition as the structure being replaced and regardless of differences in color; provided, however, that;
4. Notwithstanding the provisions of [subsections] (1), (2) and (3) above, all applications for changes in feature windows (including stain glass), all façade materials, and roofing material must go before the commission. Any stain glass windows approved for alterations shall be kept securely on site.

"Featured windows/doors" means any windows or doors that take on defining characteristics such as stained glass; leaded glass; etched or beveled glass; multi-pane windows in configurations other than one-over-one, two-over-two, and six-over-six panes; oval or round windows; paneled doors; glass paneled doors; or with similar characteristics.

"Minor Application" means an application to the Historic Preservation Commission which:

1. Does not involve demolition, relocation or removal of an historic landmark or a key or contributing resource in an historic district; or
2. Does not involve an addition to an historic landmark or a property in an historic district or new construction in an historic district; or
3. Is a request for approval of windows, doors, roofing, fences, signs, awnings, porches, railings, steps, materials, finishes, exterior lighting, solar panels, communication devices, sidewalks, paving, or streetscape work and any other work subject to public view which will not substantially affect the architectural characteristics of the historic landmark or the historic district; or
4. Is a request for a construction field change from a Commission approval which has already been issued and which meets the criteria of paragraph 3 above.

**15.32.190 - Reference to the commission.**

A. Whenever any municipal agency shall receive any application for a municipal permit or approval that involves an addition, an alteration, construction or demolition as defined in [Section 15.32.030](#), the agency shall determine whether the application concerns property on the listing of historic districts and landmarks. If so, a copy of the application shall be referred to the commission for review as provided herein.

B. The commission shall have no power to review any matter unless an application would otherwise have come to the board of adjustment, the planning board or the building department without regard to this chapter.

**C. If an application is deemed by the Commission or their designee to be a Minor Application, the application may reviewed and approved by the designee without the requirement of a hearing.**

**BE IT FURTHER ENACTED AND ORDAINED**, that this Ordinance shall take effect immediately.

Ordinance Introduction: Monday, October 23, 2023

Ordinance Adoption:

ATTEST:

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Stuart K. Patrick  
Mayor

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Tara Ventola  
Municipal Clerk