

TOWN OF DOVER HISTORIC PRESERVATION COMMISSION

- Paul McDougal
- Raphael Rivera
- Robert Wagner
- Linda Mullin
- Michael Murray

COUNTY OF MORRIS
Mailing Address
37 NORTH SUSSEX STREET
DOVER, NEW JERSEY 07801

Office Address
100 Princeton Ave
Water Works Park

- William Shuler– Alternate I
- *Keith Titus* – Alternate II
- Peter King – Commission Attorney
- Paula Mendelsohn – Board Secretary

Telephone: (973)-366-2200 (Ext. 2141)
Secretary email: boardsecretary@dover.nj.us

AGENDA

September 15, 2025 AT 7:30 PM

CALL TO ORDER – Reading of the New Jersey Open Public Meetings Notice.

“This meeting is being held in accordance with the Open Public Meetings Act, also known as the Sunshine Law, N.J.S.A. 10:4-6. Notice of the 2025 meeting schedule was sent to the Daily Record and published in the Daily Record on February 3, 2025. The annual meeting list was also posted on the municipal bulletin board in Town Hall, on the Town of Dover website and submitted to the Town Clerk. As a reminder there is no smoking in this building; there are 2 exits in case of emergency and this meeting is not streaming on Facebook live.”

ROLL CALL

Name	Present	Absent	Excused
Commissioner Titus – Alternate II			
Commissioner Shuler – Alternate I			
Commissioner Mullin			
Commissioner Murray			
Commissioner Rivera			
Vice Chairman Wagner			
Chairman McDougall			

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES – July 21, 2025

RESOLUTIONS – HPC25-06 JR Asset Builders, Block 1205 Lot 5, 6 & 7; also known as **71 W. Blackwell St.**

CASES –

HPC25-02 Pan Pizza Bakery, Block 1210 Lot 6; also known as **27-29 E. Blackwell St.** located in the Downtown Historic District. The applicant is seeking approval for a change in the signage.

HPC25-08 Excel Treatment Center Mgmt. LLC, Block 1325 Lot 16; also known as 58 N Sussex Street, located in the Downtown Historic District. The scope of the project is to raise the existing ceiling height of the third floor to make it more useable for office space. Provide facade upgrades along North Sussex Street.

OLD BUSINESS – NONE

NEW BUSINESS - NONE

ADJOURNMENT

The next scheduled HPC meeting is on October 20, 2025 @7:30 pm

TOWN OF DOVER HISTORIC PRESERVATION COMMISSION

- Paul McDougall
- Robert Wagner
- Michael Murray
- Rafael Rivera
- Linda Mullin

COUNTY OF MORRIS
Mailing Address
37 NORTH SUSSEX STREET
DOVER, NEW JERSEY 07801
Office address 100 Princeton Ave
Water Works Park

- William Shuler - Alternate I
- Keith Titus - Alternate II
- Paula Mendelsohn - Secretary
- Peter King Esq. - Commission Attorney

Telephone: (973)-366-2200 (Ext. 2141)

Secretary email:

boardsecretary@dover.nj.us

MINUTES July 21, 2025

CALL TO ORDER: Chairman McDougall called the meeting to order at 7:31pm

ROLL CALL:

PRESENT: Commissioners Titus, Shuler, Mullin, Murray, Rivera, Vice Chairman Wagner and, Chairman McDougall

ABSENT: None

ALSO PRESENT: Paula Mendelsohn, Board Secretary and Peter Kind, the board Attorney.

PLEDGE OF ALLEGIANCE was recited by all.

ADEQUATE NOTICE OF MEETING was read by the Board Secretary.

MINUTES: Motion to approve the minutes from June 16, 2025 was made by the Chairman Paul McDougall and seconded by Commissioner Titus. **All in favor vote. APPROVED 5-1 ABSTAINED.**

RESOLUTION: Motion to approve Resolution HPC25-05-Claudia M. Bocarejo, 5-7 East Blackwell Street was made by Chairman Paul McDougall and seconded by Commissioner Rivera. **All in favor vote. APPROVED 5-1 ABSTAINED.**

CASES –

HPC25-06 JR Asset Builders, Block 1205 Lot 4, 5, 6 & 7; also known as **69-75 W. Blackwell St.** located in the Downtown Historic District. The applicant is requesting approval of the complete street scape of four (4) buildings along West Blackwell Street and two (2) buildings on

Dewey Street shall be renovated and altered to provide them all at five (5) stories. The existing brick facade on 75 West Blackwell on two sides shall remain with the existing brick details and corbeling. New Brick veneer shall be added on portions of the reconstructed/new facades to balance the symmetry.

Keith Chambers, representing the applicant:

- Redevelopment of 69-75 West Blackwell Street, including adjacent property at 1 Dewey Street.
- Four total buildings included in the proposal.
- Plan to convert all structures into a five-story residential development.

Current:

- 15 existing residential units.
- 3 commercial spaces (tattoo parlor, restaurant, psychic shop).

Proposed:

- 52 residential units in total.
- No commercial space planned in the redevelopment.
- Possibility of future conversion of first floor to commercial use.
- Add additional stories to current buildings.
- Maintain and match existing brickwork.
- Use of hardy plank in various historic-compatible colors.
- Incorporation of architectural lighting (up/down wall wash lights).
- Subject to Historic Preservation Commission review for exterior design.
- Interior use changes to be handled by the planning or zoning board.
- Colors and materials to align with the historic color palette outlined in local ordinances.

Board Comments:

- Concerns about the appearance of modern lighted towers.
- Suggested exploring traditional finials or pediments as a more historic alternative.
- Applicant must return for approval if design changes to include finials.
- Color change: applying dark gray to stories 2–4 of the center section.
- Use of decorative sconces similar to 62 South Morris Street on the first floor.
- Conditional option to replace towers with finials, pending resubmission for approval.
- Final lot clarification: Correct lot numbers are 4, 5, 6, and 7.

Final Observations:

- Lower-level lighting will replicate the wall sconces installed at 62 S. Morris Street.
- The central portion of the W. Blackwell Street façade will be finished in a single color — HardiPlank Iron Gray — to maintain visual consistency.
- HardiPlank siding color samples have been finalized and provided to Paula for record.
- Selected colors include Aged Pewter (light gray), Arctic White (used for both siding and board-and-batten), and Iron Gray (dark gray accent).
- The three architectural towers will remain as originally designed; any substitution with finials or pediments will require submission of revised elevations for Board review and approval.

Open to public discussion. No public discussion.

Motion to approve application HPC25-06 JR Asset Builders, 69-75 West Blackwell Street was made by Commissioner Titus and seconded by Vice Chairman Wagner. **All in favor vote.**

APPROVED 6-0.

OLD BUSINESS-

Baker Estate:

A letter regarding the Baker Estate was discussed. The property owner has agreed to **preserve the mansion's exterior facade** in the upcoming **redevelopment plan**.

- Jean DeMarc, daughter of Carolyn Baker and granddaughter of Henry O. Baker, submitted the initial letter, and she present and introduced to the Board.
- Part of the property is located in Wharton, which involves additional jurisdictional considerations.
- The mansion was identified in the 1980 historic study as a candidate for historic designation.

Historic District and Grant Funding:

Discussion was held on **potential benefits of including the Baker mansion in the state historic register**, which would open eligibility for **grants for exterior restoration** (e.g., porch, windows).

- Support from the board and property owner would be required to move forward with registration.
- Even properties outside the Blackwell Street Historic District can potentially qualify.

NEW BUSINESS-

QR Code Historic Markers:

A **grant was received** for installing **QR codes on eight buildings downtown**, linking to the Historical Society's website.

- Descriptions will be available in **English and Spanish**.
- Launch expected in the next **1–2 months**, with potential to expand the program beyond Blackwell Street based on success.

Orchard Street Gatehouse Project:

The **Orchard Street Cemetery Historical Association** received **two county grants** (\$50,000 and \$360,000).

- An additional **\$68,000 is needed** to complete the project.
- A **fundraiser** is being held to raise the remaining amount.

PUBLIC DISCUSSION – NONE

Motion to adjourn the meeting was made by Chairman McDougall and seconded by Commissioner Murray. **APPROVED 6-0.**

Meeting adjourned 8:50 PM

Respectfully Submitted,

Paula Mendelsohn, Planning Board Secretary

Date approved _____



TOWN OF DOVER

HISTORIC PRESERVATION COMMISSION

RESOLUTION NO. HPC 25-06

RESOLUTION APPROVING APPLICATION HPC 25-06, FOR PREMISES KNOWN AS 71 WEST BLACKWELL STREET, BLOCK 1205, LOTS 5, 6, 7, IN THE DOWNTOWN HISTORIC DISTRICT

WHEREAS, the Town of Dover Mayor and Council established a Historic Preservation Commission pursuant to N.J.S.A. 40:55D-107, et seq.; and

WHEREAS, the Dover Historic Preservation Commission, pursuant to Section 236-96.6, of Chapter 236, of the Town of Dover Land Use and Development Code, must issue a Certificate of Historic Review for any change in the exterior appearance of any building in the historic district before any permit for work can commence; and

WHEREAS, Application HPC 25-06, requesting a Certificate of Historic Review, was filed on July 9, 2025, for property known as 71 West Blackwell Street, Block 1205, Lots 5, 6, and 7, Dover, New Jersey; and

WHEREAS, on July 21, 2025, at a meeting in accordance with the Open Public Meetings Act (N.J.S.A. 10:46, et seq.), the Applicant and owner of the property, Roger Gupta of JR Asset Urban Renewal, LLC, P. O. Box 2, Rockaway, New Jersey, applied with Keith Chambers of Chambers Architecture, Inc. to make this application, both of whom were sworn and provided testimony in support of requesting approval of the complete street scape of four (4) buildings along West Blackwell Street and two (2) buildings on Dewey Street to be renovated and altered to provide them all at five (5) stories changing the exterior appearance buildings at 71 West Blackwell Street, in accordance with the drawing provided; and

WHEREAS, the Commission finds that the subject property is within the Downtown Historic District; and

WHEREAS, the Commission further finds that the documents presented with the application support the approval of the complete street scape of four (4) buildings along West Blackwell Street and two (2) buildings on Dewey Street to be renovated and altered to provide them all at five (5) stories as submitted with the Historic Review application.

NOW, THEREFORE, BE IT RESOLVED, by the Historic Preservation Commission of the Town of Dover, in the County of Morris, and State of New Jersey, that the Historic Preservation Commission hereby approves the Application of HPC 25-06, for property known as 71 West Blackwell Street, Dover, New Jersey, subject to the following:

1. The Applicant shall change the center section of the third and fourth floors of the West Blackwell Street elevation to match the material and color of the second floor which is “Iron Gray” (the darker gray), so the second, third and fourth floors will all be the same color and material;
2. The lighting on the lower section of the building’s first floor will match the fixtures installed at 62 South Morris (the wall sconces);
3. The three (3) towers at the roof level are approved as is, however at the Applicant’s discretion they can be replaced with “finials or pediments” subject to revised elevations and drawings, subject to Board approval;
4. The Board Secretary has reviewed the colors and materials to be used and same are approved and conform to the Ordinance. The colors are:
 - (a) Aged Pewter (light gray)
 - (b) Iron Gray (dark gray)

(c) Artic White (white)

(d) Brick Veneer will match existing brick as close as practicable

5. The improvement will be completed as indicated on the plans submitted by the Applicant, and as amended above; and
6. All improvements shall be in conformance with all local, State and Federal codes, regulations and laws, and all zoning and building permits shall be obtained.

BE IT FURTHER RESOLVED, that the Certificate for Historic Review shall be valid for a period of two (2) years only, commencing from the date of this Resolution; and

BE IT FINALLY RESOLVED a notice of this action shall be printed once in the legal newspaper of the Town of Dover.

Adopted: _____, 2025

Paula Cruz Mendelsohn, Secretary
Town of Dover
Historic Preservation Commission

Paul McDougall, Chairman
Town of Dover
Historic Preservation Commission

Commissioners	AYE	NAY	N.V.	A.B
WAGNER				
Mc DOUGAL				
MURRAY				

Commissioner	AYE	NAY	N.V.	A.B
RIVERA				
MULLIN				
SCHULER				

X - Indicates Vote

A.B. – Absent

N.V - Not Voting (Abstained or Excused)

Secretary's Certification _____

Adopted: _____



TOWN OF DOVER

Historic Preservation Commission

COUNTY OF MORRIS
37 North Sussex Street, Dover N.J. 07801
(973) 366-2200

CERTIFICATE OF HISTORIC REVIEW APPLICATION

FOR TOWN USE ONLY

Application No.: HPC25-02

Date Filed: _____

For: ☐ Certificate of Historic Review ☐ Advice to Planning Board ☐ Advice to Board of Adjustment
Board Meeting Date: _____

Application Fees: _____

Initial Escrow Deposit: _____

Scheduled Meeting Date: _____

Action: ☐ Approved ☐ Approved with Conditions ☐ Denied

Report to: ☐ Planning Board ☐ Board of Adjustment

Date Sent: _____

APPLICANT

Name: Pan Pizza Bakery

Jaime Gutierrez

Address: 27 E Blackwell St
Dover NJ 07801

Telephone Number: 862-432 2625

SUBJECT PROPERTY

Location/Address: 27 E. Blackwell St.

Block: 1210

Lot(s): 6

Jaimegu60@gmail.com

PROPOSED WORK

☐ Demolition ☐ Addition ☐ New Construction ☒ Change in the Exterior Appearance

Change in the Exterior Appearance Includes New (Add additional sheets if needed to fully describe):

☐ Façade ☐ Material ☐ Color ☐ Texture

Describe: _____

☐ Awning

Describe: _____

☒ Signage

Describe: SEE ATTACHED PHOTOGRAPHS + SPECIFICATIONS

☐ Window(s)

Describe: _____

☐ Door(s)

Describe: _____

☐ Lighting

Describe: _____

☐ Roof

Describe: _____

☐ Other Architectural Feature

Describe: _____

PROPERTY OWNER

Property Owner is:

Same as Applicant ☐

Other Than Applicant ☒

If property owner is other than the applicant, provide the following information on the property owner(s):

Name of Property Owner: Cielo Mar, LLC

Address: 34 E. Blackwell St.

Dover NJ 07801

Telephone Number: 973-714-6102

CERTIFICATE OF HISTORIC REVIEW APPLICATION (cont.)

ZONING DISTRICT(S)

RESIDENTIAL

☐ R-1 (Single-Family) ☐ R-2 (Single-Family) ☐ R-3 (Two-Family) ☐ R-4 (Multifamily Garden Apt)

NON-RESIDENTIAL

☒ C-1 (Retail Commercial) ☐ C-2 (General Commercial) ☐ C-3 (Commercial - Lt. Ind.)
☐ IND (Industrial) ☐ IND/OP (Industrial/Office Park) ☐ RAD (Redevelopment Area Distr.)

Does the subject property contain restrictions, covenants, easements, association by-laws, existing or proposed on the property?

Existing: ☐ Yes (attach copies) ☐ No

Proposed: ☐ Yes (attach copies) ☐ No

DESCRIPTION OF APPLICATION

Explain in detail the exact nature of the application and the changes to be made at the premises, including the proposed use(s) of the premises (attach pages as needed):

PAGES ATTACHED TO DESCRIBE NATURE OF SCRAPAGE

SUBMITTALS

List of Plan and other material being submitted in support of your application (attach pages as needed):

Title	No. of Copies Prepared By
<u>ENRIQUE'S PRINTING & SIGNS LLC</u>	<u>2</u>
_____	_____
_____	_____
_____	_____
_____	_____

☒ Photographs ☐ Material Samples ☐ Paint Samples ☐ Catalog Cuts
☐ Other: _____

NOTE: Applications for Demolition shall include additional Submittals, Postings and Published Notice in accordance with §236-96.8.C.

OTHER

Would you like to be present at the Commission Meeting? ☐ Yes ☐ No
(If "Yes", you will be notified of the Meeting Time, Date & Location)

Applicant's Attorney

(Required for Corporations) Address _____
Telephone _____
Fax _____

Other Professional

Field of Expertise _____
Address _____
Telephone _____
Fax _____

CERTIFICATE OF HISTORIC REVIEW APPLICATION (cont.)

CERTIFICATIONS

Applicant's Certification

I certify that the foregoing statements and the materials submitted are true. I further certify that I am the individual applicant or that I am an Officer of the Corporate applicant and that I am authorized to sign the application for the corporation or that I am a general partner of the partnership applicant.

(If the applicant is a corporation this must be signed by an authorized corporate officer. If the applicant is a partnership, this must be signed by a general partner.)

Sworn to and subscribed before me this _____ day of _____, 20____

APPLICANT:

(Printed Name)

NOTARY PUBLIC

(Signature of Applicant)

Owner Certification

I certify that I am the Owner of the property which is the subject of this application, and that I have authorized the applicant to make this application and that I agree to be bound by this application, the representations made and the decision in the same manner as if I were the applicant. I further certify that I am the individual Owner or that I am an Officer of the Corporate Owner and that I am authorized to sign the application for the Corporation or that I am a general partner of the partnership Owner.

(If the applicant is a corporation this must be signed by an authorized corporate officer. If the applicant is a partnership, this must be signed by a general partner.)

Sworn to and subscribed before me this 26th day of November, 2024

OWNER:

Randy Valle
(Printed Name)

ORLANDO R. RODRIGUEZ
NOTARY PUBLIC NT ATTORNEY AT LAW

[Signature]
(Signature of Applicant)

Approval to Enter Premises

This Applicant and Owner hereby grant(s) permission to members of the various Town Government Boards and Agencies and or Commissions involved with this application to enter upon the subject premises for inspection and study pertaining to this application until the application is either granted or denied.

Sworn to and subscribed before me this _____ day of _____, 20____

OWNER:

(Printed Name)

NOTARY PUBLIC

(Signature of Applicant)

Sworn to and subscribed before me this _____ day of _____, 20____

APPLICANT:

(Printed Name)

NOTARY PUBLIC

(Signature of Applicant)

Escrow

I understand that the sum of \$ _____ has been deposited in an escrow account in accordance with the Code of the Town of Dover. I further understand that the escrow account is established to cover the cost of professional services including engineering, planning, legal and other expenses associated with the review of submitted materials. Sums not utilized in the review process shall be returned. If additional sums are deemed necessary, I understand that I will be notified of the additional amount and shall add that sum to the escrow account within fifteen (15) days.

Date

Signature of Applicant



TOWN OF DOVER

Office: 100 Princeton Ave., Dover N.J. 07801
Mailing Address: 37 North Sussex Street, Dover N.J. 07801
(973) 366-2200

ZONING PERMIT / CERTIFICATE In Accordance With Chapter 236-45

3893

FOR TOWN USE ONLY

Date Filed: 12/3/2024 Application Fee: _____
Paid By: ☐ Cash ☐ Check No. _____ Receipt No. _____
Reviewed By: [Signature] Date: 12/6/24 Approved By: [Signature] Date: 2/5/25
Permit Issued By: _____ Date: _____ Zoning Permit No. _____
Inspected By: _____ Date: _____ Inspected By: _____ Date: _____
Approved for Issuance of Zoning Certificate By: _____ Date: _____
Zoning Certificate Issued By: _____ Date: _____

DENIED see email
DATE 12/6/24
APPROVED see NEW
DETAIL DATED
2/5/25

REASON FOR APPLICATION

- ☐ New Structure ☐ Addition ☐ Fence ☒ Sign ☐ Shed
☐ Pool ☐ Deck ☐ Construct an Accessory Structure of 200 SF or Less
☐ New Structure/Addition with Steep Slope Disturbance ☐ Change of Use or Occupancy
☐ Determination of Zoning Status regarding: ☐ Lot ☐ Structure ☐ Use
☐ Other _____

Explain in Detail: _____

☐ Applicant **MUST** provide a copy of property survey showing location of proposed construction and/or existing conditions

APPLICANT

Name: Pan Pizza Bakery. Email: jaimagv60@gmail.com
Address: 27 E Blackwell St
Dover NJ 07801 Telephone Number: 862 432 2625

Applicant is:

- ☐ Contractor Doing Work ☐ Property Owner ☒ Other BUSINESS owner

PROPERTY OWNER

Property Owner is: Same as Applicant ☐ Other Than Applicant ☒

If property owner is other than the applicant, provide the following information on the property owner(s):

Property Owner: Cielo-Mar, LLC Email: rayvallerop@gmail.com
Address: 34 E. Blackwell St. Telephone Number: 973-714-6102
Dover, NJ 07801

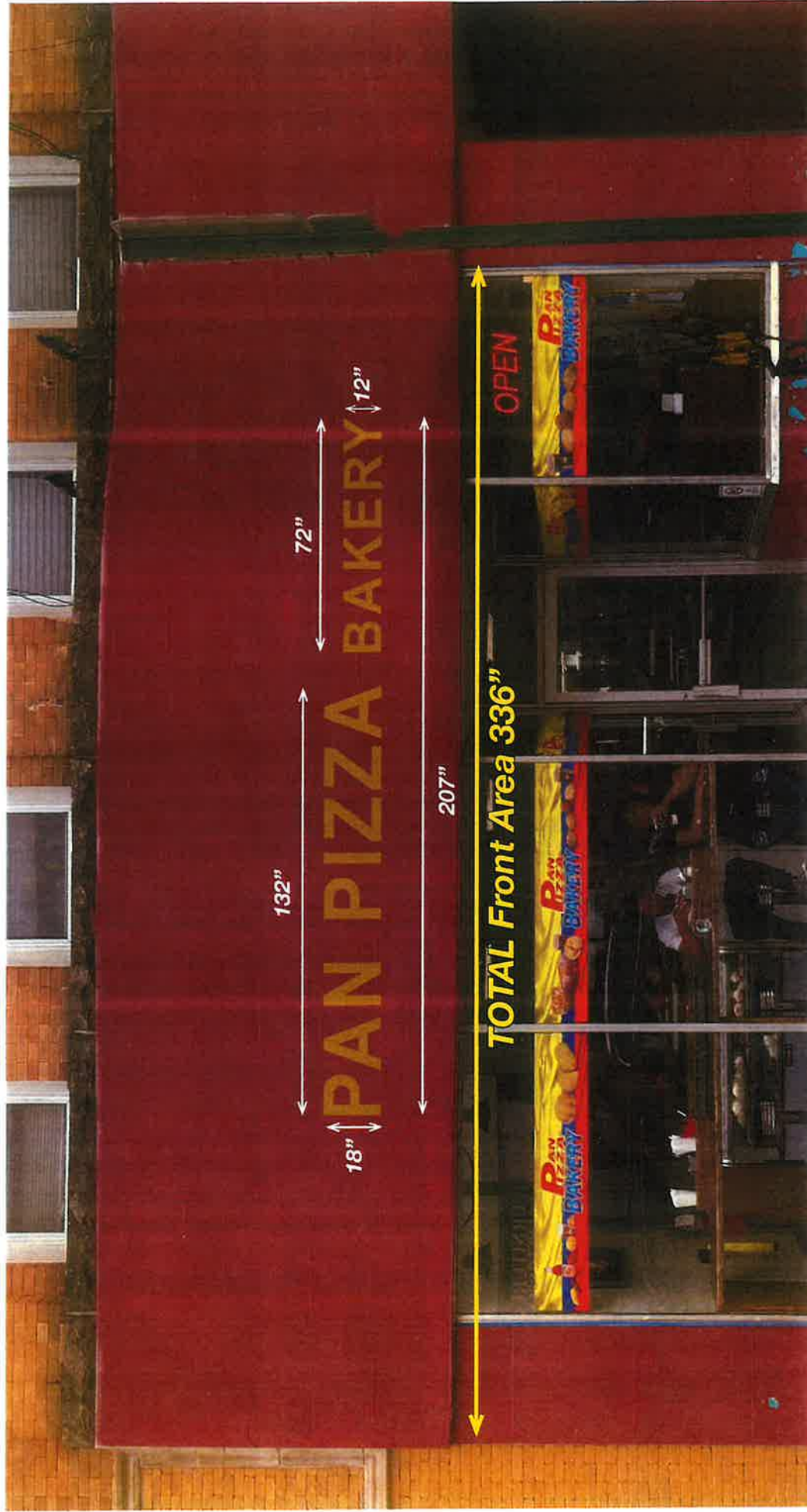
SUBJECT PROPERTY

Location/Address: 27 E. Blackwell St
Block: 1210 Lot(s): 6 Zone: _____

Existing Property Use(s) are:

- ☐ Single Family Dwelling ☐ Two Family Dwelling ☒ Multi-Family Dwelling with 8 units
☐ Commercial with _____ units ☐ Industrial with _____ units

2/5/25



"PAN PIZZA BAKERY" Letters in Molded Plastic "PAN PIZZA" 132 in. x 18 in + "BAKERY" 72" x 12"
TOTAL: 22.5 sq ft. Painted Gold and Affixed Directly to Building Wall.

$$11'-0" \times 1.5' = 16.5$$
$$6' \times 1' = 6$$

Approved
2/5/25
22.5 sq ft



Receipt

Town of Dover
37 N. Sussex Street
Dover, NJ 07801

Date 7/3/2025 **First Name** J&S Pan Pizza Inc. **Last Name**

Address 27 E. Blackwell St. **Tax ID No.**
Dover NJ 07801

Block	Lot	Location	Owner
1210	6	27-29 E BLACKWELL ST & ABC	CIELO-MAR LLC

Money Received For

Certificate of Historic Review Escrow

Payment Type

☐ Cash ☒ Check ☐ Money Order

Amount Department

\$553.00 Historic Preservation Commission

Received By

Paula Mendelsohn

UCC Permit No.

or

S/W Case No.

or

Elev. No.

or

Board Appl. No. HPC25-02

Board Applicant PAN PIZZA BAKERY

Check Number

1609

Receipt Number

39433

Trust Acct. No.

T-20-55-730-XXX

Comments

Please open an escrow account for this application and provide me with the escrow account number once it is created.

Application Board Historic Preservation Commission

J & S PAN PIZZA INC
27 EAST BLACKWELL ST
DOVER NJ 07801

1609

55-33/212 NJ
2986

DATE 7-3-25

PAY
TO THE
ORDER OF

Town of Dover

\$ 553.00

five hundred fifty three and 0/100

DOLLARS

BANK OF AMERICA

ACH R/T 021200339

FOR

zoning escrow

⑈001609⑈ ⑆021200339⑆ 381025257531⑈



Receipt

Town of Dover
37 N. Sussex Street
Dover, NJ 07801

Date 7/3/2025 **First Name** J&S Pan Pizza Inc. **Last Name**

Address 27 E. Blackwell St.
Dover NJ 07801 **Tax ID No.**

Block	Lot	Location	Owner
1210	6	27-29 E BLACKWELL ST & ABC	CIELO-MAR LLC

Money Received For

Certificate of Historic Review

Payment Type

☐ Cash ☒ Check ☐ Money Order

Amount Department

\$75.00 Historic Preservation Commission

Received By

Paula Mendelsohn

UCC Permit No.

or

S/W Case No.

or

Elev. No.

or

Board Appl. No. HPC25-02

Board Applicant PAN PIZZA BAKERY

Check Number

3278

Receipt Number

39432

Trust Acct. No.

N/A

Comments

Application Board Historic Preservation Commission

3278

J & S PAN PIZZA INC.

27 E BLACKWELL ST.
DOVER, NJ 07801-3965

DATE 7-3-25 **55-138/212**

PAY TO THE ORDER OF town of Dover \$ 75.00

Seventy five and 0/100

DOLLARS



FOR sign permit.

003278 021201383

4476476





TOWN OF DOVER

Historic Preservation Commission

COUNTY OF MORRIS
37 North Sussex Street, Dover N.J. 07801
(973) 366-2200

CERTIFICATE OF HISTORIC REVIEW APPLICATION

FOR TOWN USE ONLY

Application No.: _____

Date Filed: _____

For: ☐ Certificate of Historic Review ☐ Advice to Planning Board ☐ Advice to Board of Adjustment
Board Meeting Date: _____

Application Fees: _____

Initial Escrow Deposit: _____

Scheduled Meeting Date: _____

Action: ☐ Approved ☐ Approved with Conditions ☐ Denied

Report to: ☐ Planning Board ☐ Board of Adjustment

Date Sent: _____

APPLICANT

Name: Excel Treatment Center Mgmt. LLC / Michael Frank

Address: 60 North Sussex Street

Dover, NJ 07801

Telephone Number: 917-532-7994

SUBJECT PROPERTY

Location/Address: 58 North Sussex Street

Block: 1325

Lot(s): 16

PROPOSED WORK

☐ Demolition ☒ Addition ☐ New Construction ☒ Change in the Exterior Appearance

Change in the Exterior Appearance Includes New (Add additional sheets if needed to fully describe):

☒ Façade ☒ Material ☒ Color ☒ Texture

Describe: To raise the roof on the front of the building to provide for a full 8'-6" height third floor ceiling. At the rear of the building a third floor addition will be added over the existing 18'-0"x 17'-0" second floor bump out.

☒ Awning

Describe: Removal of the existing first floor awning / overhang.

☐ Signage

Describe: _____

☒ Window(s)

Describe: New replacement windows on the second floor w/ cross head. New third floor windows.

☐ Door(s)

Describe: _____

☐ Lighting

Describe: _____

☐ Roof

Describe: _____

☒ Other Architectural Feature

Describe: Crown molding type cornice w/ Dentil Blocks. Composite trim material and lap siding. Composite shutters.

PROPERTY OWNER

Property Owner is:

Same as Applicant ☒

Other Than Applicant ☐

If property owner is other than the applicant, provide the following information on the property owner(s):

Name of Property Owner: _____

Address: _____

Telephone Number: _____

CERTIFICATE OF HISTORIC REVIEW APPLICATION (cont.)

ZONING DISTRICT(S)

- RESIDENTIAL
- ☐ R-1 (Single-Family) ☐ R-2 (Single-Family) ☐ R-3 (Two-Family) ☐ R-4 (Multifamily Garden Apt)
- NON-RESIDENTIAL
- ☒ C-1 (Retail Commercial) ☐ C-2 (General Commercial) ☐ C-3 (Commercial - Lt. Ind.)
☐ IND (Industrial) ☐ IND/OP (Industrial/Office Park) ☐ RAD (Redevelopment Area Distr.)

Does the subject property contain restrictions, covenants, easements, association by-laws, existing or proposed on the property?

Existing: ☐ Yes (attach copies) ☒ No

Proposed: ☐ Yes (attach copies) ☒ No

DESCRIPTION OF APPLICATION

Explain in detail the exact nature of the application and the changes to be made at the premises, including the proposed use(s) of the premises (attach pages as needed):

The scope of the project is to raise the existing ceiling height of the third floor to make it more useable for office space. Provide facade upgrades along North Sussex Street. Renovation of the second floor for office space. Rear 18'-0"x17'-0" third floor addition. Removal of the first floor awning / overhang.

SUBMITTALS

List of Plan and other material being submitted in support of your application (attach pages as needed):

<i>Title</i>	<i>No. of Copies</i>	<i>Prepared By</i>
Plot Plan and Building Design Plans		Fox Architectural Design PC

- ☐ Photographs ☐ Material Samples ☐ Paint Samples ☐ Catalog Cuts
☐ Other: _____

NOTE: Applications for Demolition shall include additional Submittals, Postings and Published Notice in accordance with §236-96.8.C.

OTHER

Would you like to be present at the Commission Meeting? ☐ Yes ☒ No
(If "Yes", you will be notified of the Meeting Time, Date & Location)

<u>Applicant's Attorney</u>	Richard L. Oller of Oller & Breslin, LLC
(Required for Corporations) Address	170 E. Main Street, Suite 101, PO Box 95, Rockaway, NJ 07866
Telephone	973-983-7020
Fax	973-664-1386

<u>Other Professional</u>	Kenneth J. Fox, AIA PP
Field of Expertise	Architect
Address	546 State Route 10 West Ledgewood, NJ 07852
Telephone	973-970-9355
Fax	973-970-9356

CERTIFICATE OF HISTORIC REVIEW APPLICATION (cont.)

CERTIFICATIONS

Applicant's Certification

I certify that the foregoing statements and the materials submitted are true. I further certify that I am the individual applicant or that I am an Officer of the Corporate applicant and that I am authorized to sign the application for the corporation or that I am a general partner of the partnership applicant.

(If the applicant is a corporation this must be signed by an authorized corporate officer. If the applicant is a partnership, this must be signed by a general partner.)

Sworn to and subscribed before me this
21st day of August, 2025

Richard L. Oller
NOTARY PUBLIC
Attorney at Law
State of New Jersey

APPLICANT:

Michael Frank, Authorized Representative, Excel Treatment Center Mgmt, LLC

(Printed Name)

(Signature of Applicant)

Owner Certification

I certify that I am the Owner of the property which is the subject of this application, and that I have authorized the applicant to make this application and that I agree to be bound by this application, the representations made and the decision in the same manner as if I were the applicant. I further certify that I am the individual Owner or that I am an Officer of the Corporate Owner and that I am authorized to sign the application for the Corporation or that I am a general partner of the partnership Owner.

(If the applicant is a corporation this must be signed by an authorized corporate officer. If the applicant is a partnership, this must be signed by a general partner.)

Sworn to and subscribed before me this
21st day of August, 2025

Richard L. Oller
NOTARY PUBLIC
Attorney at Law
State of New Jersey

OWNER:

Michael Frank, Authorized Representative, Excel Treatment Center Mgmt, LLC

(Printed Name)

(Signature of Applicant)

Approval to Enter Premises

This Applicant and Owner hereby grant(s) permission to members of the various Town Government Boards and Agencies and or Commissions involved with this application to enter upon the subject premises for inspection and study pertaining to this application until the application is either granted or denied.

Sworn to and subscribed before me this
21st day of August, 2025

Richard L. Oller
NOTARY PUBLIC
Attorney at Law
State of New Jersey

OWNER:

Michael Frank, Authorized Representative, Excel Treatment Center Mgmt, LLC

(Printed Name)

(Signature of Applicant)

APPLICANT:

Michael Frank, Authorized Representative, Excel Treatment Center Mgmt, LLC

(Printed Name)

(Signature of Applicant)

Sworn to and subscribed before me this
21st day of August, 2025

Richard L. Oller
NOTARY PUBLIC
Attorney at Law
State of New Jersey

Escrow

I understand that the sum of \$ 1,000 - has been deposited in an escrow account in accordance with the Code of the Town of Dover. I further understand that the escrow account is established to cover the cost of professional services including engineering, planning, legal and other expenses associated with the review of submitted materials. Sums not utilized in the review process shall be returned. If additional sums are deemed necessary, I understand that I will be notified of the additional amount and shall add that sum to the escrow account within fifteen (15) days.

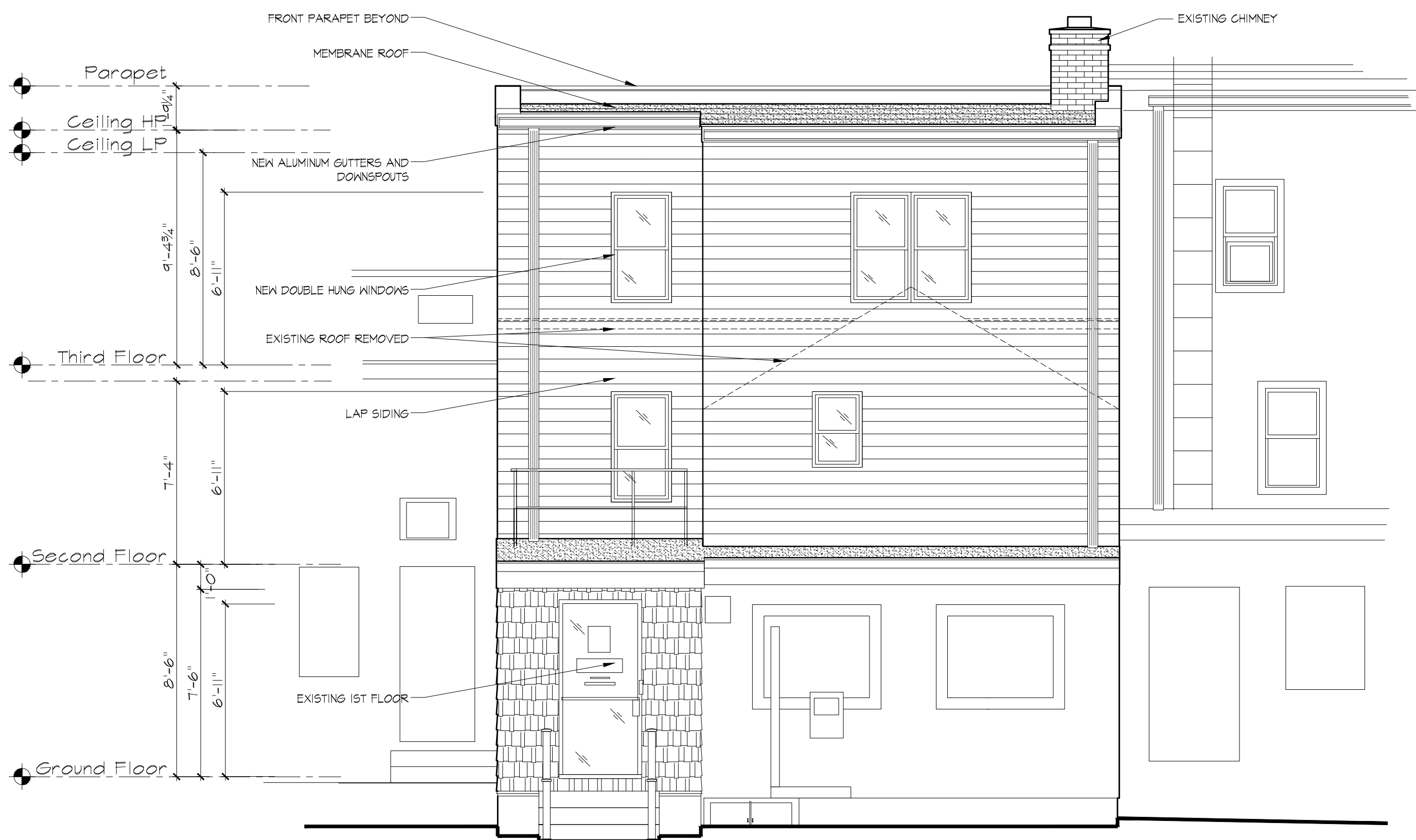
Date

8/21/25

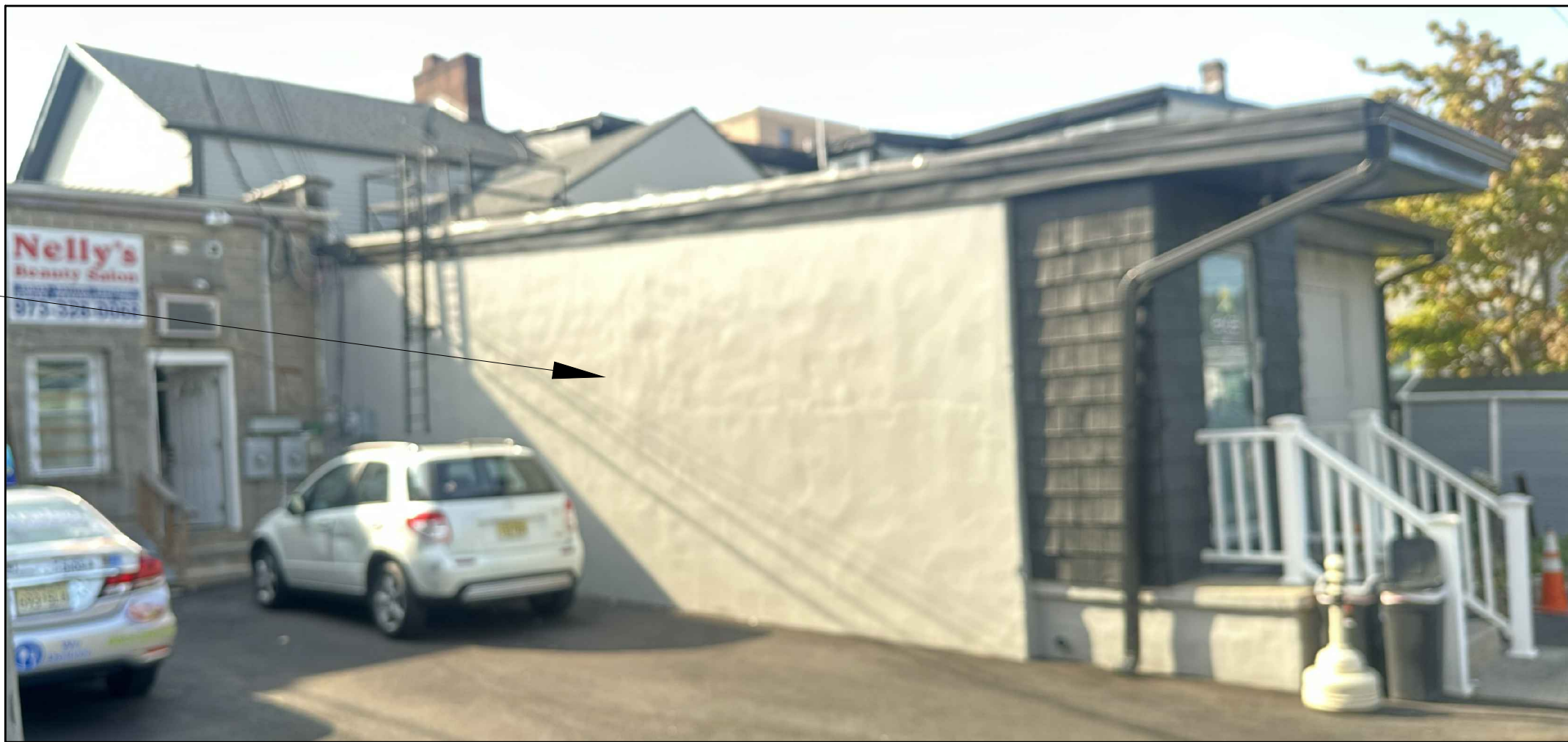
Signature of Applicant



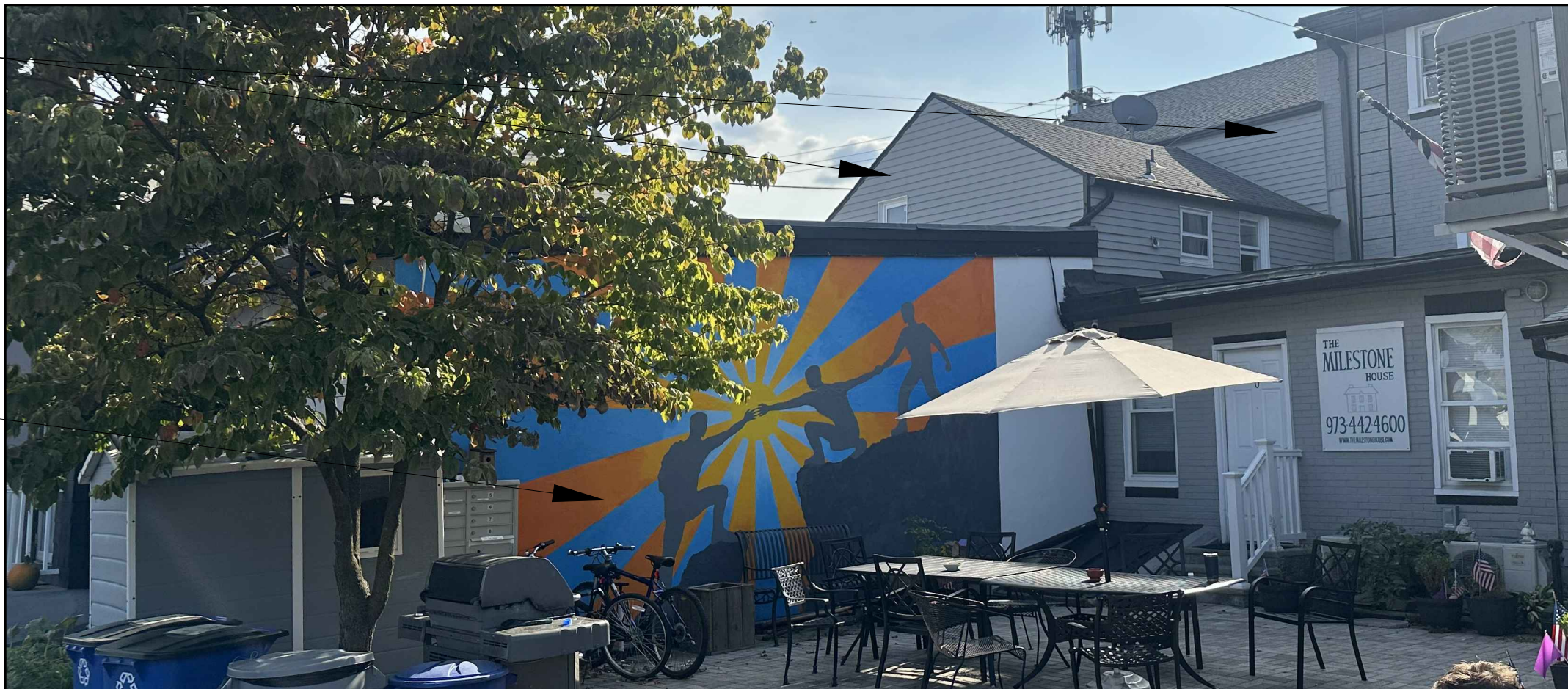
NORTH SUSSEX STREET ELEVATION
SCALE: 1/4"=1'-0"



REAR ELEVATION
SCALE: 1/4"=1'-0"



EXISTING 1 STORY - FLAT
ROOF SECTION OF THE
BUILDING AND THE
BUILDING FINISHES ON
THIS AREA TO REMAIN.



PROPOSED ADDITION ON
THE 2 STORY PORTION
OF THE BUILDING FOR
ADMINISTRATION
OFFICES FOR EXCEL.

EXISTING 1 STORY - FLAT
ROOF SECTION OF THE
BUILDING AND THE
BUILDING FINISHES ON
THIS AREA TO REMAIN.

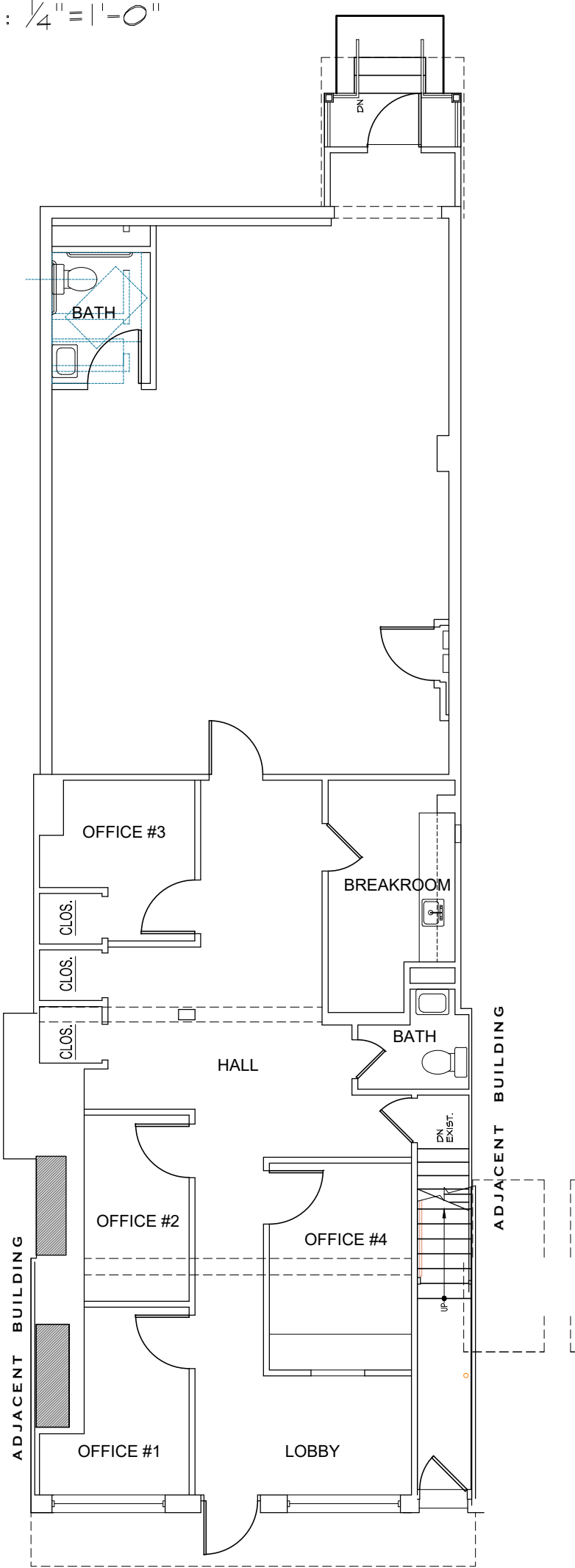
PHOTO OF SIDES OF BUILDING
SCALE: NONE



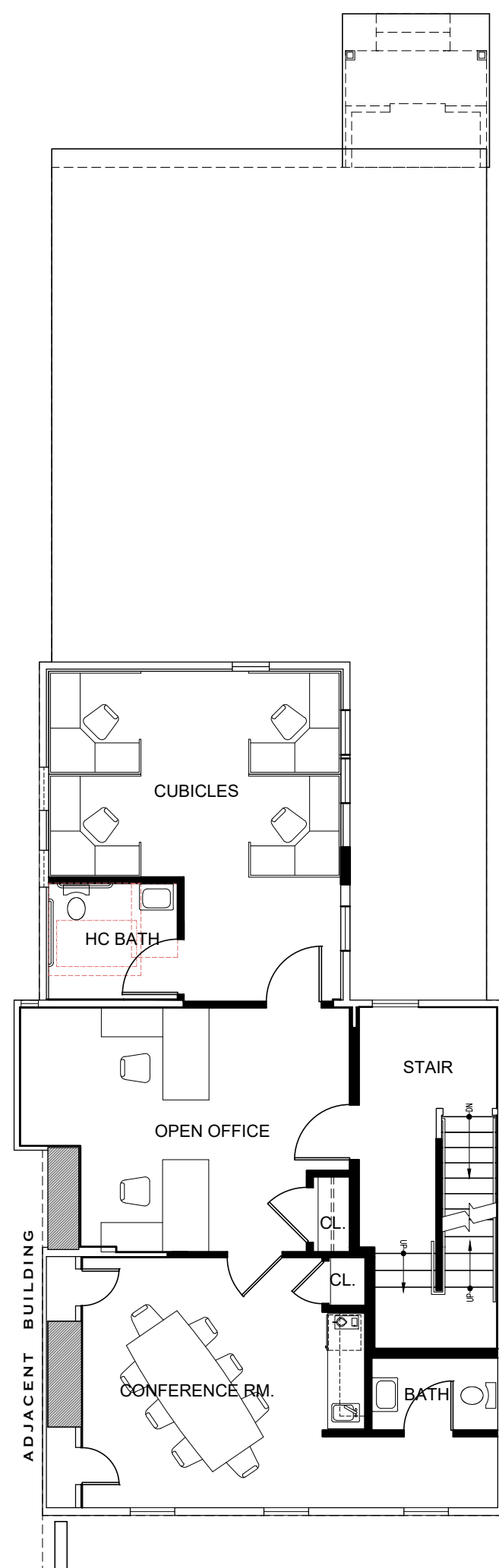
BOOTHBAY BLUE
BY JAMES HARDY



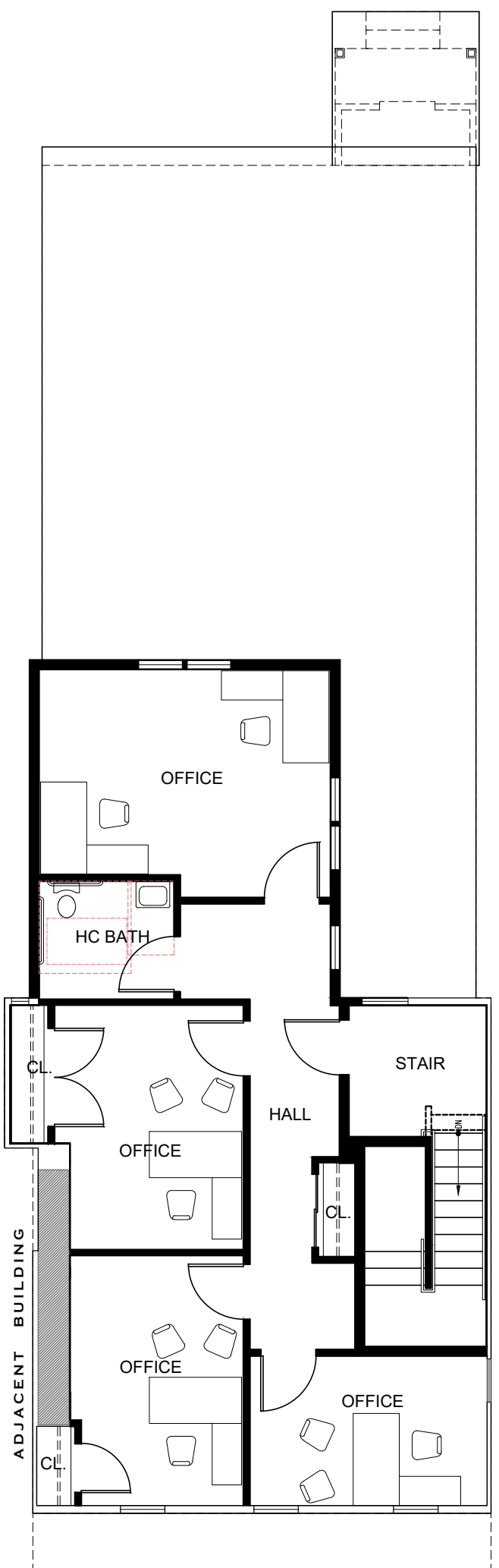
PROPOSED WALL SIGN
SCALE: 3/4"=1'-0"



1ST FLOOR
SCALE: 1/8"=1'-0"



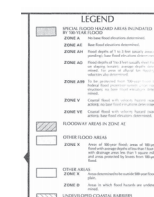
2ND FLOOR
SCALE: 1/8"=1'-0"



3RD FLOOR
SCALE: 1/8"=1'-0"



SCALE: NONE



Z1	
<small>THE DRAWING(S) WAS REVISED BY ARCHITECT OF RECORD</small>	<small>JOB NO.</small> 24104
	<small>DATE</small> 1/08/25
	<small>DRAWN</small> JSH
	<small>SHEET</small> _____
<small>UNIVERSITY CITY - 4TH FLOOR</small>	



Receipt

Town of Dover
37 N. Sussex Street
Dover, NJ 07801

Date 8/22/2025 **First Name** **Last Name** Excel Treatment Center of Dover

Address 4 Jimmie Leeds Rd. Suite 3 **Tax ID No.**
Galloway NJ 08205

Block	Lot	Location	Owner
1325	16	58 N SUSSEX ST	EXCEL TREATMENT CENTER MANAGEMENT L

Money Received For

Certificate of Historic Review Escrow

Payment Type

☐ Cash ☒ Check ☐ Money Order

Amount \$1,000.00 **Department** Historic Preservation Commission

Received By

Paula Mendelsohn

UCC Permit No.

or

S/W Case No.

or

Elev. No.

or

Board Appl. No. HPC25-08

Board Applicant Excel Treatment Center Mgmt. LLC
/ Michael Frank

Application Board Historic Preservation Commission

Check Number

375

Receipt Number

39623

Trust Acct. No.

T-20-55-730-XXX

Comments

Please open escrow for this application

EXCEL TREATMENT CENTER OF DOVER LLC 60-142 81
4 E JIMMIE LEEDS RD. 313
SUITE # 3
GALLOWAY, NJ 08205

375

DATE

8/21/2025

PAY TO
THE ORDER OF

Town of Dover \$1000.00
One thousand & 00/100 DOLLARS

Fulton Bank

58 N Sussex St

MEMO

Escrow/Historic Review

MP

⑆031301422⑆ 009100522⑆ 0375

SPECIALTY BLUE



Receipt

Town of Dover
37 N. Sussex Street
Dover, NJ 07801

Date 8/22/2025 **First Name** **Last Name**
Excel Treatment Center of Dover

Address 4 Jimmie Leeds Rd. Suite 3 **Tax ID No.**
Galloway NJ 08205

Block	Lot	Location	Owner
1325	16	58 N SUSSEX ST	EXCEL TREATMENT CENTER MANAGEMENT L

Money Received For

Certificate of Historic Review

Payment Type

☐ Cash ☒ Check ☐ Money Order

Amount Department

\$500.00 Historic Preservation Commission

Received By

Paula Mendelsohn

UCC Permit No.

or

S/W Case No.

or

Elev. No.

or

Board Appl. No. HPC25-08

Board Applicant Excel Treatment Center Mgmt. LLC
/ Michael Frank

Application Board Historic Preservation Commission

Check Number

374

Receipt Number

39622

Trust Acct. No.

N/A

Comments

EXCEL TREATMENT CENTER OF DOVER LLC 60-142 81
4 E JIMMIE LEEDS RD. 313
SUITE # 3
GALLOWAY, NJ 08205

374

DATE

8/21/2025

PAY TO
THE ORDER OF

TOWN OF DOVER
Five hundred & 00/100

\$ 500.00

DOLLARS



Security Features
Included
Details on back

Fulton Bank

58 N SUSSEX ST
MEMO Historic Review App

[Signature]

⑆031301422⑆ 0091005221⑆ 0374

SPECIALTY BLUE