

**Chesterfield Township
Historic Preservation Commission
May 9, 2018 Meeting Minutes**

Debbie Kelly - Chair
Karl Braun - Vice Chair
Matt Weismantel - Secretary
Jon Davis
David Layton
Jim McKeown
Eugene Cardone
Denise Koetas-Dale - Township Committee Rep.

Meeting called to order 7:05pm.

Reading of compliance with open public meeting notice

Roll call

ALL listed members and alternates above were in attendance.

Approval of April 11, 2018 Minutes.

Motion was made by Karl Braun and seconded by Jon Davis. Voice vote was taken and all were in favor.

No additions were made to the agenda with the exception of a short discussion of possible development of mildew and mold at the closed up old town hall building.

Certified Local Government Application

Debbie Kelly reported that the application is complete with the exception of the resume from our new Commission member Eugene Cardone. As soon as possible we will have a final review and then Debbie Kelly will be submitting to the Planning Board for their approval and they will forward on to the Township Committee for their final approval and endorsement of all responsibilities and then on for certification.

Historic Preservation Commission Letters and Brochure

Distribution was completed by the Township in April with approximately 120 envelopes being sent to property owners in all historic districts in Chesterfield. (See attached copies of letter and brochure).

UCC Demolition Requirements

Debbie Kelly reported that the Planning Board attorney is working with her on language for a township ordinance that would allow for specific requirements (line drawings and photographic documentation) for historic buildings that might be demolished under the UCC codes and are officially out of the hands of the Historic Preservation Commission for review. The Ordinance

will first be reviewed with the Commission then sent to the Planning Board for their review and assent and then on to the Township Committee for final approval.

New Business - Application for Review

COA application: James Codella and Doreen Falgiano, 470 Main St., Crosswicks. Repair detached garage. Ms. Falgiano reported that the structure was sound and that she has hired a carpenter to remove any rot on the building, replace deteriorated boards and other wood and try to restore the building. She will also be replacing empty doors with historically sensitive overhead doors (to use as a garage) along with removal of empty window frames at the back of the building. Ms. Falgiano has also been working with the Quaker Meeting House and the Community House concerning ownership of property behind this building and has received and okay to clean this area up.

A motion was made by Matt Weismantel and seconded by Jon Davis to approve this application.

Old Business - Mincemeat Factory Update

Vince Pocino, new owner of the Hamilton Uniform factory building in Crosswicks, was in attendance. He is working with a salvation company to investigate interest in a few items within the building. He also has found many liquor labels (“Made in Crosswicks”) and Ms. Kelly indicated that the Historical Society would be interested in some of these labels for the museum. There was a discussion of various walk throughs of the building over the years and the efforts that Mr. Pocino is making to identify and salvage various parts of the building that could be reused in the new construction (wall boards, beams, basement clay bricks, etc.) Mr. Michael Slack was hired by Mr. Pocino to do a full architectural photographic record of the buildings for deposit with the Historical Society library. Additionally, there was a discussion about measured drawings, and whether the extensive photographic documentation would suffice, given the deterioration of the building. There was also a discussion of property boundary issues with other owners that will need to be worked out, along with what to do with the historically significant blacksmith shop. Mr. Pocino is willing to discuss moving the building to the corner of his property fronting on Ellisdale Road and possibly donate the building to the Township. Ms. Denise Koetas-Dale indicated that she would discuss this with the appropriate individuals and see if there is any interest that she can report back to Mr. Pocino and the Commission. Mr. Pocino is in the early stages of site and design planning for the property, and indicated that he would be willing to bringing these plans to the Commission for informal discussion, consideration, review and feedback at the earliest possible point in the process.

Adoption or Resolutions

None

Public Comments and Questions

The Franks, 5 Chesterfield-Georgetown Road, were in attendance after receiving the Commission's letter and brochure and wanted further information on process and procedures, as they are about to undertake exterior changes to their house. They were reminded that it will be critical for them to have completed an application and have photos and other information completed at least one week before the meeting they would like their project added to the Commission's agenda. There was also further discussion on the history of their property (former blacksmith shop is on the site).

Motion to adjourn was made by Matt Weismantel and seconded by Jon Davis at 8:00pm and all were in favor.

The Commission's Next Meeting is scheduled for Wednesday, June 13, 2018 at 7pm.

Attachments:

April 2018 - Chesterfield Township Historic Preservation Commission Introduction Letter pgs. 1-
2

April 2018 - Chesterfield Township Historic Preservation Commission Brochure pgs. 1-2



TOWNSHIP OF CHESTERFIELD
BURLINGTON COUNTY, NEW JERSEY

Chesterfield Township Historic Preservation Commission

April 2018

Dear Historic District Property Owner,

The purpose of this letter is to inform you that your property is located one of the two historic districts in Chesterfield Township – Crosswicks Village Historic District or Chesterfield Township Historic District. A brochure with historic district maps is enclosed.

In 2016, Chesterfield Township Committee passed an ordinance to safeguard the heritage of the township by preserving resources that reflect the rich history of the Township. Protecting the historic buildings and sites in Chesterfield Township will help to enhance property values within the historic districts and foster civic pride in our community.

Property owners in the historic districts are required to obtain a Certificate of Appropriateness (COA) for projects that affect the exterior of their buildings. COA applications can be obtained from the Township Construction Office or from the Historic Preservation Commission's page on the Chesterfield Township municipal website (www.chesterfieldtwpnj.gov). Completed COA applications should be submitted to the Historic Preservation Commission (HPC) for review and, depending on the type of project, either approval or referral to the municipal Planning Board for its approval.

The types of exterior projects requiring COA applications include, but are not limited to, the following:

- Window and door replacement
- Siding removal and replacement
- Roofing and gutter removal and replacement
- Porch and railing replacement
- Additions to existing buildings
- Demolition of structures
- Fencing
- New construction

Please be advised that some of these exterior changes requiring COA's may not also require construction permits, but you are still obligated to submit your proposed projects to the HPC for review. In fact, recent changes in the state Uniform Construction Code regulations (UCC) exempted roof and siding replacement from permitting requirements, but you are still required to

obtain HPC approval for these projects, and may be subject to monetary penalties if you neglect to apply for a COA.

The HPC will be developing design guidelines to provide more specific guidance for exterior projects in Chesterfield Township Historic Districts in the future. Until these township-specific guidelines are completed, the HPC will rely on the "Secretary of Interior's Standards for Rehabilitation" (www.nps.gov/tps/standards/rehabilitation/rehab/stand.htm) to guide decision-making. The Chesterfield Township Historic Preservation Ordinance, which also includes some general guidance on rehabilitation, restoration and demolition standards, can be found on the HPC page of the Township's website.

The HPC is very grateful for your participation in the process of preserving Chesterfield Township's heritage.

Sincerely,

Debbie Kelly, Chair

Karl Braun, Vice Chair
Matt Weismantel, Secretary
Jon Davis
David Layton
Jim McKeown

Township Committee Representatives
Denise Koetas-Dale
Jeremy Liedtka

ABOUT US

The Chesterfield Township Historic Preservation Commission, established by the Township Committee in October 2016, is a seven-member commission meeting in the Municipal Building on the second Wednesday of each month at 7pm. The Commission's mission includes protecting and preserving the Township's historic resources and sites, and creating awareness, understanding and support for historic preservation within our community. The Commission is advisory to Chesterfield Township Planning Board and all permits and development applications involving activities that affect a historic landmark or an exterior improvement within a historic district must be reviewed by the Commission before the permit or application can be approved.

CONTACT US

Chesterfield Township
Municipal Building
295 Bordentown Chesterfield Road
Chesterfield, NJ 08515
609.298.2311

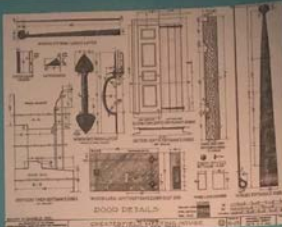
www.chesterfieldtwp.com

CHESTERFIELD TOWNSHIP HISTORIC PRESERVATION COMMISSION

ELEVATIONS

CHESTERFIELD - MEETING HOUSE

Property owners in our two historic districts (shown on the maps) must obtain approval before making exterior changes to any buildings, structures or sites. The process includes design review by the Historic Preservation Commission (HPC) and, in certain circumstances, final approval from the Planning Board. Applications for exterior changes in a historic district can be obtained from the Township's Construction Office at 609-298-2311. More information about the design review process and the Commission's responsibilities can be found on the Township's website or by reaching out to us directly.



"Historic Preservation has many advantages, but most of all, it's simply a matter of good sense. It's smart to protect older buildings and neighborhoods because they're aesthetically appealing, they're useful, and they help us understand ourselves as individuals and as a nation."
-National Trust for Historic Preservation

HISTORIC DISTRICT MAPS

The types of exterior projects requiring Certificate of Appropriateness applications include, but are not limited to the following:

- New Construction
- Window and door replacement
- Siding removal and replacement
- Roofing and gutter removal and replacement
- Porch and railing replacement
- Additions to existing buildings
- Demolition of structures
- Fencing

