

**Chesterfield Township  
Historic Preservation Commission  
Regular Meeting  
March 13, 2019**

Debbie Kelly  
Karl Braun  
Matt Weismantel  
Jon Davis  
Eugene Cardone  
Matt Litt  
Jim McKeown - Absent  
Denise Koetas-Dale - Township Committee Rep. - Absent

**Meeting called to order 7:05 p.m.**

**Call to Order**

**Statement of compliance with the Open Public Meetings Act**

**Roll call**

ALL listed members and alternates above were in attendance.

***Approval of February 2019 Minutes***

***Motion was made by Karl Braun and seconded by Matt Weismantel for approval.  
Voice vote was taken and all were in favor with Matt Litt, Jon Davis and Matt  
Weismantel abstaining***

**Addition to Agenda**

- Photos - Karl Braun reminded everyone that photos need to be taken of the 37 Church Street property before demolition. Although this was required for the permit he wants to make sure it is not forgotten.
- Sunshine Laws and OPRA Rules - Matt Weismantel asked if it was appropriate for the Commission to be having email exchanges as a group outside of our meetings? This seems like a potential violation of sunshine law requirements for meetings since the HPC could potentially meet quorum via email exchanges. It is assumed that distribution of meeting packets from the secretary was appropriate, but email exchanges might be problematic. Matt Litt also asked if it was possible for the Township to provide email addresses for the appointed members of the Commission so that any OPRA requests can be handled easily for official business and will not affect our individual personal email accounts. All agreed that these are appropriate concerns and the Chair will check on this issue.

**New Business**

- Revised Historic Preservation Ordinance - Draft - The township Attorney has reviewed with an eye to incorporating the ordinance within the township's land use regulations as

requested in our review for the Certified Local Government application. The process of ordinance revisions will continue and should be presented to the Township Committee in the near future. The Township Attorney will incorporate the proposed procedure that is covered in the next section.

- Proposed procedure for HPC/PB approval process - Draft - Kyle Wilson completed this draft working with the Township's Construction Office and it will be added to the overall revised ordinance as part of an effort to ensure that an appropriate process is in place.
- Jonathan Kinney (NJ Historic Preservation Office) Presentation to Planning Board - March 19 – This presentation is being made upon the request of the HPC Chair as an educational effort for the Planning Board members to learn more about their role in the implementation of the Historic Preservation ordinance. All were invited to also attend this presentation if possible.

### **Old Business**

- Update - Agudelo - 614 Chesterfield-Arneytown Road – The Chair reviewed the issues related to the current construction that do not reflect the recommendations of the HPC from the building's review last Spring. It is also not reflective of the final approvals received from the Planning Board. The roof line that is being constructed is not the approved version, and a garage that is under construction that was not reviewed or approved by the HPC or Planning Board. Mr. Agudelo has been asked to appear at the March 19 Planning Board meeting to explain these changes and violations. There was also discussion of the proposed procedure for HPC/PB approval process that will hopefully help to avoid similar problems from happening in the future.
- Update - Doyle - 28 Font Street - Construction has been delayed due to weather issues and major problems that have developed with the foundation. After some discussion it was agreed that since the foundation was supposed to be painted that any basement reconstruction should not have a major impact on the exterior look of the house. Also there was concern about how the process will work to ensure that similar issues on other buildings are brought to the HPC's attention. This is not clear but could be part of an additional section of the proposed procedure for HPC/PB approval process and Mrs. Kelly plans to follow-up on this issue.

### **Adoption of resolutions**

- None

### **Public comments and questions**

- None

***A motion to adjourn was made by Matt Weismantel and seconded by Jon Davis at 8:06 p.m, and all were in favor.***

**The Historic Preservation Commission's Next Meeting is scheduled for Wednesday, April 10, 2019 at 7 p.m.**