

Chesterfield Township
Historic Preservation Commission
Meeting Minutes December 6, 2022

Chairman Karl Braun called the meeting to order at 7:00 pm.

The Open Public Meeting Statement was read and compliance noted.

Roll Call:

Present- Karl Braun, James Codella, Robert Forwood, Debbie Kelly; Jennifer Lynch; Jill Moraca;
Denise Koetas-Dale, Liaison
Absent- Jim McKeown

Approval of Minutes:

James Codella made a motion, seconded by Debbie Kelly to approve the November 1, 2022 regular meeting minutes. All were in favor.

New Business:

- None

Old Business:

- **CrossPoint Fellowship Church – Crosswicks/Chesterfield Road**

Mr. Peter Chacianas, Attorney representing CrossPoint Fellowship Church introduced Pastor Brandon Coughlin and Todd Phillippi, Architect. Pastor Coughlin gave an overview of how the church came to be. He explained the need to expand the building due to the increase in members. Mr. Phillippi gave a background of his experiences. He informed the board that the original design of the building is a pole barn type which fit in with the Agriculture nature of the area. Exhibit A-1, Property Content was marked. Exhibit A-2, view of before and after the addition was marked. They removed the fiberglass steeple and replaced with a copula. The style of the mansion is a Second Empire Mansard style which is usually a 3 to 4 story Victorian structure and the church is not. Exhibit A-3, current proposal was marked. They changed the base from stone to brick as requested by the Tech. review committee. They raised the central tower and put an arched window in and they added brackets to the existing porch. There are 6 x 6 posts supporting the porch therefore in order to give a double column appearance the footings would have to be extended and the cost would not be feasible. Instead they will bracket a face brick off of post and extend them and add brackets to the sides and then put a louver in the attic space. The color is an off white. The board and batten will be a cement fiber product, the existing roof will be painted a deep dark grey. They do not plan on reskinning the back of the building with board and batten. The utility basement will go under the office addition. The windows are proposed as store front and will have dark brown trim around the building.

A motion was made by Ms. Kelly second by Mr. Forward to except the revisions as made approve the COA. A roll call vote was taken:

Ms. Kelly-yes; Mr. Braun-yes; Mr. Forwood-yes; Mr. Codella-yes; Ms. Moraca-abstain; Ms. Lynch-abstain. Motion carried.

- **Bullock Mansion Status**

The board set the date for the walk through for Wednesday December 21st at 9:00 am.

- **Design Standards Status**

Mr. Braun stated that it was presented to the Planning Board in October and there were questions regarding procedures and that discussion with the Township Committee is going to be deferred until the new administration is in. As of now the focus is in the Districts. Part of the discussion will be for the New Year regarding the bylaws is to update the Historic structures outside of the districts. Ms. Kelly stated that in 1975 Burling County did a survey and in 1976 it was approved by the State. A new survey needs to be done for the entire town and have details of each building. Ms. Hickey gave a quote of \$10,000 to do the survey. The survey would show the buildings that are historically significant. Ms. Koetas-Dale asked if the buildings that were found to be significant be subject by ordinance to come before the HPC regarding exterior changes. Ms. Kelly stated that when the HPC ordinance was established there was an agreement by the Township Committee that there were 3 buildings outside the districts that were already on the National Registry would be subject to HPC review but that discussion was not completed. Ms. Kelly stated that there is planning grant that we can get for up to \$50,000 that has a 3 to 1 match and Ms. Hickey is good at getting these types of grants, the deadline is in the spring. Ms. Kelly stated that the 2 big tools the HPC needs is a current survey and the design standards.

Mr. Braun stated that a modification of districts is a discussion for the New Year.

- **2023 Budget**

Mr. Braun suggested adding a line item for consulting which would include the bylaws and boundary guidance reviews and also for the four future projects. The budget should include a ¼ of \$10,000 for the survey and \$1,500 for each projected project for a total of \$8,500.00. Also add a line item titled mailings for \$1,500 to cover the cost of \$7.00 per copy for printing of the guidelines. The line item for postage and mailings should be increased to \$300.00 for cover the cost of the annual letter to the historic district residents.

Ms. Kelly mentioned that every March there is an education workshop that is very helpful. She will get more information which usually comes out in January. The secretary stated that there is \$400 in the education budget line item.

Correspondence:

None

General Discussion:

- **Demolition**

Mr. Braun stated that John Gillespie did a draft of a demolition by neglect ordinance. This also should be tabled until the New Year so that the new governing body has a chance to look at it. Ms. Koetas-Dale stated that it is her understanding that once the design standards are adopted then the ordinance should include the demolition by neglect all be in one ordinance. This would make it easier to have everyone thing in one location. Ms. Koetas-Dale suggested the board go through the ordinance and bring to the meeting all concerns so that the ordinance includes everything.

Ms. Koetas-Dale stated that there will be 2 liaisons for each committee, Matt Litt will be a part of the HPC along with herself next year.

Public Comment

Mr. Braun opened the meeting for public. Ms. Kelly informed the board that this is her last meeting and that she enjoyed being a part of the HPC and if needed she will be available. The board thanked her for her service and for everything she has done for the Township.

Items not on the agenda

- Mr. Braun mentioned that a fence was installed at the house adjacent to the General Store. He asked the Zoning Officer to send violation notice in October but hasn't heard anything. Also there is a barn falling down in Crosswicks which may be too late to do anything about.
- The board changed the January meeting to January 5, 2022.
- Mr. Braun suggested doing a walkthrough of the Crosswicks Firehouse sometime in January. Will need to coordinate with the school and should invite Mr. Sahol and Mr. McMahon.

Adjournment

Ms. Lynch made a motion second by Ms. Kelly to adjourn the meeting at 8:29 pm. All were in favor.