

Chesterfield Township
Historic Preservation Commission
Meeting Minutes November 1, 2022

Chairman Karl Braun called the meeting to order at 7:01 pm.

The Open Public Meeting Statement was read and compliance noted.

Roll Call:

Present- Karl Braun, James Codella, Robert Forwood, Debbie Kelly

Absent- Jennifer Lynch; Jim McKeown; Jill Moraca; Denise Koetas-Dale, Liason

Approval of Minutes:

Debbie Kelly made a motion, seconded by James Codella to approve the September 6, 2022 regular meeting minutes. All were in favor.

New Business:

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

Mr. Braun stated that he and Mr. Forwood have been talking to the Architect and they are making progress. The Architect and Attorney have asked that this discussion be postponed until the December 6, 2022 meeting. They will submit an application with revised plans.

- **Chesterfield Inn – Chesterfield/Arneytown Road**

Mr. Braun met with John Kelly, the owner of Chesterfield Inn regarding the handrail in the front of the building which is falling apart. Mr. Kelly asked if this could be replaced as an emergency fix. Mr. Braun asked the board if he could give the approval without coming before the board to which all agreed. Mr. Braun also stated the Mr. Kelly mentioned that there are some things that need to be fixed and also he would like to talk to the board about expanding to host events. Mr. Braun asked Mr. Kelly to make a list and then come talk to the HPC. Ms. Kelly said that he should wait until we have the guidelines in place so that he will have them to go by.

- **Unauthorized new fence – 636 Chesterfield/Arneytown Road**

Mr. Braun will contact Mr. McMahon and ask him to send a notice to the owner letting them know they have to come before the HPC for approval.

- **2023 Budget**

Mr. Braun said that 2023 will be a busy year due to the anticipation that the old firehouse, the property where the old mincemeat factory was and the work that may be proposed to the Chesterfield Inn. The board discussed the possibility of hiring a consultant to help with these large projects. Mr. Braun will put together an explanation justifying the need and what the anticipated cost will be. The secretary will then submit the request to the Township. Ms. Kelly

mentioned that the budget should also include the cost of printing the new guidelines and mailing them to the residents. She also mentioned that the Historic Research Survey we are currently working with is from the 70's so it needs to be updated. There is a chance the HPC could get a grant from the NJ Historic Trust which the match is 3 to 1. She suggested asking Margaret Hickey her point of view on what the cost would be and included that to the new line item "Consulting"

Mr. Braun will reach out to CME to see if they have an Architectural Engineer to see if they have anyone.

Ms. Kelly mentioned that there is a one day training in March on Historic Education and so much can be learned from it.

The secretary suggested changing the line item from Miscellaneous to Legal Publications which will be used to publish meetings keeping \$200 as the budget amount, the board agreed.

All budget amounts will remain the same other than adding a line item title Consultants with a dollar amount Mr. Braun will report back with.

Correspondence:

None

Old Business:

- Design Standards. The Planning Board would like HPC to fine tune the process and procedure as part of the next step. The board talked about the neglect issues and demolition of a Historic structure. The Design Guidelines should be attached to the current ordinance. The board had a discussion on whether to include a neglect demolition procedure to the same ordinance as it becomes modified or have a separate ordinance. As part of the revised language the Township suggested that small changes like windows/doors/sidewalks can be resolved in house and not have to come before the HPC. The board decided to come up with a list of items that should be considered minor and then talk to Mr. Gillespie as the HPC attorney and get his advice and to refine what the HPC roll is.

Ms. Kelly stated that if a property owner wants to be removed from the Historic District they would have to make a formal request justifying the reason. There should be a process and justification and then submitted to the Township Committee for review. Ms. Kelly suggested writing a letter to the Township Committee stating that residents may want to change the district line and that there should be a process in place. Mr. Braun will talk to Margaret Hickey to let her be aware.

In regard to the demolition by neglect Mr. Braun suggested the HPC point it out and then ask Mr. McMahon, Zoning Officer for an inspection of the property and enforce it. Mr. Braun suggested at the next meeting to be prepared to recommend a process and procedure for the Township Committee.

- Mr. Peter Chacanas, Attorney representing CrossPoint Fellowship Church stated they are revising the plans and making modifications according to some of the HPC's comments. When the applicant comes before the HPC they should have most everything worked out. He also stated that the Bullock Mansion is not occupied. The applicant is aware of the condition

however at the present moment they are prioritizing getting additions complete however the mansion is not being ignored they have had discussions and everything is on the table.

Adjournment

Debbie Kelly made a motion second by James Codella to adjourn the meeting at 8:05 pm. All were in favor.