

**Chesterfield Township
Historic Preservation Commission
Meeting Minutes July 6, 2023**

Chairmen James Codella called the meeting to order at 7:05 pm.

The Open Public Meeting Statement was read and Compliance Noted

Roll Call:

Present- Robert Forwood, James Codella, Joseph Ratajczak, Timothy Beggs, Eugene Cardone, and Jill Moraca. Liaisons present: Mayor Denise Koetas-Dale and Committeeman Matthew Litt.

Absent- Jennifer Lynch

Approval of Minutes: Mr. Beggs made a motion seconded by Mr. Forwood to approve the June 6th meeting minutes with the revisions Mr. Forwood noted in his July 6th 2023 email. All were in favor, motion carried.

COA APPLICATIONS

197 Chesterfield-Crosswicks road- Proposed second story addition and new front porch- John and Bruce Gndt were present at the meeting to describe the proposed work. The home was constructed in 1954. Mr. Forwood explained that this house while “non-conforming” is in the historic district. Mr. Forwood stated that the proposed work will cause a significant change in appearance. The proposed materials in the application for the siding, trim etc. align with the Historic Guidelines. Mr. Forwood stated that the vinyl windows they are proposing do not comply with the guidelines, and suggests instead using a vinyl wrapped wood window. Mr. Ratajczak made a motion seconded by Ms. Moraca to approve application as submitted, all in favor motion carried.

11 Chesterfield-Crosswicks road- Mr. Codella stated that he has been in contact with the Pastor at Grace AME Church and that they are taking all of the necessary steps to comply with the HPC guidelines. The applicant was not present at the time of discussion. Mr. Forwood made a motion seconded by Mr. Beggs to table hearing the application until applicants can be present at the August 1st meeting, all in favor motion carried.

Discussion:

COA Application Fee- Discussed fee structure for Certificate of Appropriateness applications. Mr. Codella suggested looking into changing the fee structure. Ms. Moraca explained she has looked into other towns and how they have different fees for different projects. Mr. Codella suggested no fee for existing home owners and a \$200 fee for new construction. The HPC will look into other town’s fee structure and compare. Any adjustment to the fee structure would have to go through by ordinance.

COA Application Structure- Discussion was held about modifying the COA application to a simpler form such as a checklist instead of the current paragraph structure. The HPC will follow to

proper procedure to amend the application. The Historic guidelines should be referenced on the updated version of the application. Mr. Cardone is heading this effort.

Mr. Litt states he has not heard back from the New Jersey Commission of American Indian affairs regarding the potential Lenape burial ground on the OYCC property. He will follow up.

Mr. Ratajczak asked if the Township was able to do a visit to the Bullock Mansion. Ms. Koetas-Dale explained that the walkthrough was denied. Mr. Forwood stated they did however provide the HPC with a condition assessment.

Ms. Koetas –Dale explained that the Chesterfield Township Construction Official did a walkthrough of the 1740 Black House and states he has no major concerns at this time.

Mr. Forwood made a motion seconded by Mr. Beggs, to open public comment, hearing no public comment Mr. Beggs made a motion seconded by Jill Moraca to close public comment

Mr. Ratajczak made a motion seconded by Ms. Moraca to adjourn. All were in favor, meeting adjourned 8:04pm

Respectfully Submitted,

Hailey Simmons