

HISTORIC PRESERVATION ADVISORY COMMISSION
RE-ORGANIZATION & REGULAR MEETING
JANUARY 30, 2024

I. CALL TO ORDER

II. READING OF THE SUNSHINE LAW

Pursuant to the New Jersey Open Public Meetings Act, adequate notice of this meeting, of the Historic Preservation Advisory Commission, has been provided, by posting on the bulletin board in the Beach Haven Municipal Building, mailing the same to two newspapers, and by filing a copy with the Borough Clerk.

III. OATHS OF OFFICE

Christian Baumiller – Class C, Expiration of Term 12/31/2027

Jaime Ciardelli – Class A, Expiration of Term 12/31/2024

Judy McAndrew – Class C, Alternate #1, Expiration of Term 12/31/2025

Kitty Snyder – Class B, Expiration of Term 12/31/2027

Denise Tinquist – Class C, Expiration of Term 12/31/2025

Oaths administered by HPAC Secretary, Mary Clare Bunce

IV. ROLL CALL

Christian Baumiller

Jamie Ciardelli

Dean Harkness

Jeanette Lloyd

Judy McAndrew

Joe Ryan

Kitty Snyder

Denise Tinquist

V. MINUTES

Motion to approve the minutes of HPAC's November 28, 2023 meeting.

VI. BILLS

Motion to approve the following bills:

- | | | |
|---------------------------------------|----------|----------|
| - The Engleside | \$630.00 | |
| - Mr. Raffetto services November 2023 | | \$315.00 |
| - Mr. Raffetto services December 2023 | | \$35.00 |

VII. WELCOME/ INTRODUCTION OF COMMISSIONERS:

VIII. PUBLIC HEARING

1. Application for Certificate of Appropriateness #2024-001

Resolution: #2024-02

Address: 229 3rd St.

Owner: Matthew and Erin Genna

Representative: Sarah D. Jennings, AIA

Work to be completed: Demolition of existing structure and construction of new single-family residence as proposed on architectural drawings.

1a. Summary of Application Form:

- a. Completed Certificate of Appropriation Form
- b. Neighborhood Images
- c. Proposed Materials
- d. Property Images

1b. Swearing in of witnesses

OATH: (Witness states name and address) Do you solemnly swear or affirm that the testimony you are about to give will be the truth? Please be seated.

1c. Deliberation of Case/Questioning Portion:

Proceed to identify which design guidelines apply to the project.

- 1. Height, front and side setbacks, lot coverage
- 2. Materials to be used (textures and patterns)
- 3. Architectural detailing-siding, trim, foundations
- 4. Roof shapes, form, pitch, and material
- 5. Windows and door portions, shapes, locations, and pattern
- 6. General form and proportion of building, detached garage, outside showers, sheds
- 7. Features and fixtures: handrails, spindles, columns, posts, stoops, decking, fences, utility boxes, central air-conditioning platforms

1d. Findings and Facts

- a. Chairperson lists evidence and relevant facts from questioning portion.
- b. Each Commissioner is to comment on the application, targeting areas of concern or any other area which has not been discussed.

1e. Decision on the Certificate of Appropriateness and Resolution

- a. Based on the proceeding findings of fact:

“I move that the Historic Preservation Advisory Commission finds as fact that the proposed project Application #2024-011, and Resolution #2024-002, at 229 3rd St., if constructed according to the plans reviewed at this meeting, does follow the historic design guidelines and (is) in harmony with the visual compatibility of the neighboring properties.”

If the application is to be approved conditionally, the following phrase should be added:
“This finding is subject, however, to the following conditions:”

- a. Call for a motion

2. Application for Certificate of Appropriateness #2024-002

Resolution: #2024-03

Address: 127 Pearl St.

Owner: Sandler Residence

Representative: CWB Architecture

Work to be completed: Alterations and additions to existing residence per attached drawings; exterior to be updated in a traditional style.

2a. Summary of Application Form:

- a. Completed Certificate of Appropriation Form
- b. Neighborhood Images
- c. Proposed Materials
- d. Property Images
- e. Letter from Home Owners
- f. Photos from Home Owners

2b. Swearing in of witnesses

OATH: (Witness states name and address) Do you solemnly swear or affirm that the testimony you are about to give will be the truth? Please be seated.

2c. Deliberation of Case/Questioning Portion:

Proceed to identify which design guidelines apply to the project.

1. Height, front and side setbacks, lot coverage
2. Materials to be used (textures and patterns)
3. Architectural detailing-siding, trim, foundations
4. Roof shapes, form, pitch, and material
5. Windows and door portions, shapes, locations, and pattern
6. General form and proportion of building, detached garage, outside showers, sheds
7. Features and fixtures: handrails, spindles, columns, posts, stoops, decking, fences, utility boxes, central air-conditioning platforms

2d. Findings and Facts

- a. Chairperson lists evidence and relevant facts from questioning portion.
- b. Each Commissioner is to comment on the application, targeting areas of concern or any other area which has not been discussed.

1e. Decision on the Certificate of Appropriateness and Resolution

- a. Based on the proceeding findings of fact:

“I move that the Historic Preservation Advisory Commission finds as fact that the proposed project Application #2024-002, and Resolution #2024-003, at 127 Pearl St., if constructed according to the plans reviewed at this meeting, does follow the historic design guidelines and (is) in harmony with the visual compatibility of the neighboring properties.”

If the application is to be approved conditionally, the following phrase should be added:
“This finding is subject, however, to the following conditions:”

- a. Call for a motion

IX. NEW BUSINESS

1. RESOLUTION #2024-01 Annual Meeting Notice

- Notice of all meeting dates for 2024:
February 27, 2024
March 26, 2024
April 30, 2024
May 28, 2024
June 25, 2024
July 30, 2024
August 27, 2024
September 24, 2024
October 29, 2024
November 26, 2024
January 28, 2025
- Agendas for all meetings, to the extent known, and how/where to access them
- Designating the official newspapers of the HPAC, and where legal notices may be published:
Beach Haven Times, Asbury Park Press
- Designating where copies of this resolution will be filed and may be found/posted
- Designating how regularly scheduled meetings may be rescheduled, if needed, and how such revision shall be posted, mailed, and submitted
- Explaining the reasons that emergency meetings may be held, and how they are approved and held

2. REORGANIZATION FOR 2024

- a) Nomination of Chairperson and Co-Chairperson
Nominations Chairperson:

Nominations Co-Chairperson:
- b) Endorsement of HPAC's secretary – Mary Clare Bunce
- c) Endorsement of Frederick C. Raffetto as attorney

IX. ADJOURNMENT

Motion to adjourn

The meeting was adjourned at _____ p.m.