

**HISTORIC PRESERVATION ADVISORY COMMISSION**  
**REGULAR MEETING**  
**MARCH 26, 2024**  
**AGENDA**

**I. CALL TO ORDER**

The Historic Preservation Advisory Commission meeting of March 26, 2024, will begin at 4:00pm at the Beach Haven Borough Hall.

**II. FLAG SALUTE**

Led by Christian Baumiller

**III. READING OF THE SUNSHINE LAW**

*Pursuant to the 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.*

**IV. ROLL CALL**

Christian Baumiller \_\_\_\_\_ Jaime Ciardelli \_\_\_\_\_ Dean Harkness \_\_\_\_\_  
Judy McAndrew \_\_\_\_\_ Joe Ryan \_\_\_\_\_ Kitty Snyder \_\_\_\_\_ Denise Tinquist \_\_\_\_\_  
Jeanette Lloyd \_\_\_\_\_

**V. MINUTES FOR APPROVAL** without formal reading

February 27, 2024 meeting

**VI. APPROVAL OF BILLS**

\$192.50 Hill Wallack LLP, HPAC Attorney fees, February, 2024

**VII. WELCOME/ INTRODUCTION OF COMMISSIONERS**

**VIII. PUBLIC HEARING**

**1. Application for Certificate of Appropriateness #2024-06**

**Resolution #2024-06**

**Address:** 115 Norwood Ave. **Block:** #105 **Lot:** #14

**Owner:** Passante

**Representative:** Robert Musgnug, Musgnug & Associates

**Work to be completed:** detached 11 x 16 garage

1a. Summary of Application Form:

- a. Completed Certificate of Appropriateness Form
- b. Elevation Certificate
- c. Images of Home & Property
- d. Survey of Property
- e. Architectural Designs

1b. Swearing in of witnesses

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 #2024-06, and Resolution #2024-06, at 115 Norwood Ave., 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:”

- b. Call for a motion

**2. Application for Certificate of Appropriateness #2024-07**

**Resolution #2024-07**

**Address:** 109 Coral St., **Block:** #13.6 **Lot:** #12.01

**Owner:** Alexis Pinto **Representative:** Erwin Bustamante

**Work to be completed:** Extend front porch, interior alterations at 1<sup>st</sup> & 2<sup>nd</sup> floor, new open wood deck at the rear of the house, add 3<sup>rd</sup> floor level to include roof deck and mechanical and storage area, new roof structure, new façade design, new exterior finishes throughout, some windows and doors to be replaced

2a. Summary of Application Form:

- a. Completed Certificate of Appropriateness Form
- b. Elevation Certificate
- c. Images of Existing Home
- d. Prospective Images of Altered Home
- e. Survey of Property
- f. Site Plan with Images of Proposed Materials

2b. Swearing in of witnesses

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.
- c.

2e. 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 #2024-07, and Resolution #2024-07, at 109 Coral 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:”

- c. Call for a motion

**3. Application for Certificate of Appropriateness #2024-08**

**Resolution #2024-08**

**Address:** 124 Marine St. **Block:** #120 **Lot:** #5

**Owner:** Aurora Pipeling

**Representative:** Michael H. Strunk, Architect

**Work to be completed:** add garage to the rear right corner of the property (8’ x 16’), rear addition to square off the home with the second floor having a deck, front porch to be extended to side to create a wrap around porch (2 floors), replace 1<sup>st</sup> floor Jalousie windows with double hung

- 3a. Summary of Application Form:
  - a. Completed Certificate of Appropriation Form
  - b. Elevation Certificate
  - c. Images of Home and Surrounding Neighborhood
  - d. Survey of Property
  - e. Architectural Designs

3b. Swearing in of witnesses

3c. 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

3d. 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.

3e. 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 #2024-08, and Resolution #2024-08, at 124 Marine 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:”

- b. Call for a motion

**4. Application for Certificate of Appropriateness #2024-05**

**Resolution #2024-02B New Construction**

**Address:** 229 3<sup>rd</sup> St. **Block:** #169 **Lot:** #3

**Owner:** Matthew & Erin Genna

**Issue at Hand:** amend resolution #2024-02B

**Item to Review:** Letter from Beach Haven’s zoning officer, denying the curb cut condition of New Construction resolution #2024-02B

4a. Deliberation of Issue:

4b. Decision on the Certificate of Appropriateness and Resolution

a. Based on the proceeding findings of fact:

“I move that the Historic Preservation Advisory Commission approve the amendment to Resolution #2024-02B, at 229 3rd St., removing the curb cut condition.”

a. Call for a motion

**IX. PUBLIC COMMENT:**

**X. ADJOURNMENT:**

A. Motion to adjourn

B. The meeting was adjourned at \_\_\_\_\_ p.m.