

**PENNINGTON BOROUGH
HISTORIC PRESERVATION COMMISSION
MINUTES OF SPECIAL MEETING
SEPTEMBER 22, 2025**

The Special meeting of the Pennington Borough Historic Preservation Commission (HPC) was held on September 22, 2025 at 7:30 pm via Zoom.

ROLL CALL:

Members Present: Eric Holtermann, Chair; Robert Chandler, Vice-Chair; Mary Baum; David Coats; Jack Davis; Katrina Homel; Natalie Shivers

Members Absent: George Ford, Alt I; Craig Wallace, Alt II

Staff Present: Robin Tillou, HPC Secretary

Staff Absent: Nadine Stern, Council Liaison

PUBLIC COMMENT

Chair Holtermann opened the meeting to the public. With no public comment Chair Holtermann closed the public forum.

MINUTES

September 16, 2025

Upon a motion from Ms. Baum and Ms. Shivers offering a second the minutes were unanimously approved with amendments by those eligible to vote.

APPLICATIONS

25-005 – 12 N. Main Street, Block 205, Lot 22 – Windows and Doors (Tabled from the September 16, 2025 HPC Meeting)

Bruce Vinci was present and is the applicant/owner.

Graham Parker of G. Parker and Associates was present and is the builder/contractor for the application.

The applicant submitted additional items to their application as requested by the HPC members at the September 16, 2025 HPC meeting. The additions include a sample of the window at Borough Hall, additional dimensions without the door on the left, a rendering of the proposal of the windows and doors on storefront, size of all of the windows, cut sheet of aluminum window, cut sheet of storefront applied muntins for interior and exterior, example of window with applied muntins, dimensions of the frames, and a pictorial view.

Ms. Shivers asked if the dimensions on the panes on the left are different on width than those on the right.

Mr. Parker replied correct it is the size of the existing. Leaving the doors where they are would have to leave those sizes.

Chair Holtermann asked if it is a single frame.

Mr. Parker replied it is a single frame.

Mr. Chandler stated the bottom rail of the doors is higher, does that comply with code? Are the handles attached to the rails or the glass?

Mr. Parker replied it is compliant. The handles are attached to the rails.

Mr. Chandler asked if muntins are put in all of the window panes.

Chair Holtermann replied that muntins will be where you see a single line in the dimensions, which will be a 1" wide muntin.

Ms. Homel asked if the sample that was dropped off at Borough Hall was a single pane or double pane.

Mr. Parker replied that there are two pieces of glass in that one frame in the sample. Other than the bar going across the middle it will be the glass in the frame and the muntins put on the window.

Mr. Chandler asked if there was a tin ceiling above the drop ceiling that is being removed.

Mr. Parker and Mr. Vinci replied no.

Mr. Coats asked if the transom above the double door is a split window and not a full open window.

The most recent rendering was displayed and showed it is a split window.

Mr. Chandler asked if there are any changes being proposed above the storefront.

Mr. Vinci replied that nothing is being changed above the storefront currently.

Mr. Davis displayed a historic photo of the storefront when it was Pennington Quality Market.

Mr. Vinci stated he will be replacing the rail in the future.

Chair Holtermann suggested the rail should be shorter and on the steps only, not leading up to the door.

Mr. Chandler asked if the glass is reflective or clear.

Mr. Parker replied it is clear glass.

Mr. Chandler asked about the exterior lighting.

Mr. Vinci replied that there is one light above the door.

Mr. Parker stated it is flush mounted under the soffit of the overhang.

Chair Holtermann stated if it is a recessed light, pay attention to color temperature and not exceeding 3,000K.

Chair Holtermann stated the conditions will be including the proportional pattern in the most recent submission of the shop drawing that shows the three light doors, not the six light doors. The transom bar will be a single 2" frame, not a double frame. Frame at bottom will match the height of the bottom rail of the swinging doors. Muntins will be 1" wide and 1/8" thick dimension in a pattern to match the frame. The client will submit the rail that will be replaced.

Ms. Baum made a motion to approve the application and Mr. Coats offered a second.

ROLL CALL:

AYES: Mr. Holtermann, Ms. Baum, Mr. Coats, Mr. Davis, Ms. Homel and Ms. Shivers

NAYS: None

ABSTAIN: None

MOTION PASSED

ADJOURNMENT OF MEETING

There being no further business, Ms. Homel made a motion to adjourn the meeting with Ms. Baum offering a second. By unanimous vote, the meeting was thereupon adjourned at 8:30 p.m.

CERTIFICATE OF SECRETARY

I, the undersigned, do hereby certify that I am the duly selected secretary of the Pennington Borough Historic Preservation Commission, and that this document, consisting of three (3) pages, constitutes a true and correct copy of the minutes of the regular meeting held on September 22, 2025.

IN WITNESS WHEREOF, I have hereunto subscribed my name on this day of October 22, 2025.

Robin Tillou, Historic Preservation Commission Secretary