

PENNINGTON BOROUGH
30 North Main Street, Pennington, NJ 08534
HISTORIC PRESERVATION COMMISSION
MINUTES OF REGULAR MEETING
April 16, 2024

ROLL CALL:

Present: Mary Baum, Robert Chandler, David Coats, Eric Holtermann, Natalie Shivers, Nadine Stern, Kaitlyn Macellaro

Absent: Jack Davis, Katrina Homel, David Stevens, Yasmine Zein

I. OPEN TIME FOR PUBLIC ADDRESS (15 MINUTES)

Mr. Holtermann asked if there was any member of the public who had joined the meeting and had comments on items not on the agenda. There being no member of the public wanting to comment, the open period for public comment period was closed.

II. ACCEPTANCE OF PREVIOUS MINUTES

Ms. Baum made a motion to approve the January 16, 2024 minutes and were seconded by Mr. Coats with a few corrections to be made. Mr. Coats made a motion to approve the March 19, 2024 minutes and were seconded by Ms. Baum with a few corrections to be made. All were in favor via voice vote.

III. APPLICATIONS

2024-02 Certificate of Appropriateness-16 E. Delaware, update of 2019-02 C of A

Mr. Holtermann discussed that a new certificate of appropriateness was issued with the date from the last meeting.

2024-01 Certificate of Appropriateness: 141 South Main Street

Mr. Holtermann asked Ms. Macellaro if Mr. Butterfoss came in for a building permit yet. She explained that it was approved by the Construction Department and was put in the mail to be sent to Mr. Butterfoss last Thursday. Mr. Holtermann stated that Mr. Butterfoss objected to him and Mr. Chandler having a meeting with his carpenter, however they can meet him on site whenever work does start.

2023-02 Update: Minor Application: 35/37 West Delaware Avenue

Mr. Holtermann said that Mr. Kleber is waiting for shutters and other materials to come in and is in the process of finishing work up there.

2024-xx Update: Pennington School Old Main Front Porch

Mr. Holtermann announced that Ms. Shivers, Mr. Chandler and himself have a meeting tomorrow with the school and their architect. Mr. Holtermann stated that he was going to reach out to Kate to see exactly where on campus, but they will be meeting at 6:30 p.m. He mentioned that they have to limit it to three members who attend the meeting because they are a Commission, but Ms. Stern is more than welcome to join.

IV. OTHER BUSINESS

A. Local Government Week-

Mr. Holtermann announced that him and Mr. Coats sat at the Historic Preservation table and there were a good amount of the public that came by and were interested in learning about the Commission. Mr. Coats stated that he was at Borough Hall for the Master Plan event and it was a positive outcome.

B. NJ Historic Preservation Conference, June 5-6, Jersey City-

Mr. Holtermann stated that June 6th is the best day to go because it has seminars pertaining to the Historic Preservation Commissions. He asked who was interested in going, so he can talk to the Borough about paying for it. Ms. Baum, Ms. Shivers and Mr. Chandler all said that they were interested.

C. Planning Board Master Plan Update: Historic Preservation Element

Mr. Holtermann stated that he is going to get in touch with Ms. Zein about creating a table of contents and then disbursing work to other members of the Commission.

D. Ordinance Revision Update-

Mr. Holtermann stated that he has to follow up with Ms. Homel and they still have to send it into the Borough and Planning Board Attorneys.

E. Borough Webpage: HPC Introductory Info, Further Discussion-

Mr. Holtermann said that the Borough website is up to date. He described how Ms. Macellaro updated the survey for everything that is key contributing, contributing and non contributing. He mentioned that they would also need the agendas and minutes uploaded on the Historic Preservation site. Ms. Macellaro clarified that the issue has been resolved and the minutes and agendas are uploaded onto Municode.

F. At Risk Buildings:

Mr. Holtermann announced that Mr. Jackson spoke with the Board of Education at Local Government Week and they have a meeting set up via Zoom with the Mayor next Thursday, April 25th at noon regarding the Administration Building (the old High School). He explained that they will be discussing an appropriate level of protection for that building and that the status may change sometime in the future. Ms. Shivers asked

who was attending this meeting and Mr. Holtermann stated that Mr. Jackson, Ms. Chandler, Mayor Davy and some people from the Board of Education will be on the call. Mr. Holtermann stated that the Administration building is a conditional use in the “R” zone and the approach for the Master Plan element is to change both the Administration Building and the Toll Gate School to “E” uses. He described that if that happens, then anyone who purchases these buildings will have to get variances and approvals from the Board to change it from an educational use. Mr. Chandler stated that both buildings should be preserved, but the Administration Building is in need of immediate protection because it would be more likely to change hands in the future, although there are no current plans. Mr. Chandler mentioned that he wouldn’t mind if the Administration Building turned into condominiums and they would have the big parking lot in the back. Ms. Baum asked what it would take to make the Administration Building a free standing part of the Historic District. Mr. Holtermann explained that they would have to go through the same process as they did for the Pennington African Cemetery, but they would need the owner’s approval first.

Other Business

Ms. Baum asked if anything was being done to the exterior of 18 South Main Street. She described that it was covered in vinyl siding. Mr. Holtermann stated that he received Ms. Baum’s email about construction materials piled up on the front porch, but he walked by a couple days later and he didn’t see anything. Ms. Baum explained that they ripped off the roof, redid the roof and they have a big dumpster out back. Ms. Baum noted that it looks like they are doing a lot of work to the interior of the home and wondered if there were any plans to do anything to the exterior. Ms. Baum noticed that they have a permit sign in the window, so they must have gotten approval from the Borough. Mr. Holtermann asked Ms. Macellaro if she could take a look at the permit and let him know what they have listed on the permit.

Ms. Shivers asked Mr. Holtermann to remind everyone about financial disclosure forms. Mr. Holtermann also mentioned that Ms. Macellaro confirmed that everyone watched the required video by the Borough.

Adjournment 8:00 PM