

**PENNINGTON BOROUGH
HISTORIC PRESERVATION COMMISSION
MINUTES OF REGULAR MEETING
SEPTEMBER 16, 2025**

The regularly scheduled meeting of the Pennington Borough Historic Preservation Commission (HPC) was held on September 16, 2025 at 7:30 pm via Zoom.

ROLL CALL:

Members Present: Eric Holtermann, Chair; Mary Baum; David Coats; Jack Davis; Katrina Homel; Natalie Shivers; George Ford, Alt I

Members Absent: Robert Chandler, Vice-Chair; 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

May 20, 2025

Upon a motion from Mr. Ford and Ms. Homel offering a second the minutes were unanimously approved by those eligible to vote.

APPLICATIONS

25-005 – 12 N. Main Street, Block 205, Lot 22 – Windows and Doors

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.

Mr. Vinci introduced the application stating they are replacing the windows and doors on the storefront of the store next to the toy store. It is going to stay the same as it is right now. The sizes will be the same but the look will be updated. The glass prior was chipped and had a hole and the wood was rotting.

Mr. Parker stated they are keeping the look of the fascia with the squared glass. The existing was wood and they are proposing aluminum. The divider will be on the interior and exterior and 1/8" on glass.

Chair Holtermann stated the transom currently is divided with vertical muntin. He asked if the transom pattern will remain.

Mr. Vinci replied yes.

Chair Holtermann asked for the dimensions.

Mr. Parker stated the transom going across would be the same metal as what is going around the picture windows which is 4 ½" x 2 ½" and the same would go for the transom windows on top and bottom. So it would be 5" all together. One frame for pic windows to the top of the door and another frame sitting on the transom windows where the frame would sit on top of the picture windows.

Chair Holtermann asked if the 2 ½" is all around the perimeter and 5" when 2 units come together.

Mr. Parker stated yes and it will be 4 ½" deep.

Mr. Coats asked if the aluminum material will be mill finish or dark bronze.

Mr. Vinci replied it will be a dark bronze. He advised the tenant will be a women's apparel store.

Mr. Parker displayed the cut sheet for a typical store front window with the 2" and the 4" verticals and the 2" horizontals.

Mr. Coats asked how big the individual panes are.

Mr. Parker replied that the individual panes are close to 30".

Mr. Ford stated the angle should be staying the same.

Mr. Vinci replied the angle will be remaining the same.

Ms. Shivers stated she would need more information in order to vote on the application.

Chair Holtermann called for a special meeting for the HPC for Monday, September 22, 2025 so the applicant can supply more information to the Commission.

Chair Holtermann asked if the window sample could be seen by the members.

Mr. Parker stated he will bring a sample to Borough Hall.

In closing, the Commission asked for a manufacturers drawing, more details of the dimensions and the sample in order to make a decision.

Minor Certificate of Appropriateness Application Approvals

HPC App. #	Date Received	Block	Lot(s)	Address	Proposal	Approved/Denied
25-001	2/11/2025	801	28	221 S. Main Street	Railings	Approved 02-11-25
25-002	2/18/2025	301.01	1	27-29 E. Delaware Avenue	Windows	Approved 02-18-25
25-003	8/1/2025	801	28	221 S. Main Street	Storm Door	Approved 08-01-25
25-004	8/26/2025	503	11	16 W. Delaware Ave.	Siding and Shutters	Approved 09-02-25

Chair Holtermann advised of the applications that were approved for 2025.

A discussion was had to alert home owners and business owners that reside in the historic district of the requirements for exterior work. Ms. Homel stated more prominent signage of the historic district boundaries would be beneficial. Ms. Tillou will investigate to send notices to owners so they are aware of the process since the application that presented tonight was not aware.

OTHER BUSINESS

Street Trees in the Historic District

Ms. Shivers explained that some of the street trees in the historic district are in poor condition and others are dying or dead. There does not seem to be a street tree replacement program for county roads. She had a conversation with Kate Fullerton, Chair of the Pennington Borough Shade Tree Commission and the Chair stated it is not in her purview as they do not deal with county roads. Morris Fabian, foreman of DPW and arboretum expert suggested to find a way to work with the Shade Tree Commission and to fill out the Municipal tree in need form online and that will get to the Shade Tree Commission.

Ms. Baum stated the county worked on a tree in her area and her experience with the county was they planted ash trees and they had to get their sidewalk replaced because the sidewalk was heaving from the tree. She spoke with the County Shade Tree and they were concerned about planting specimen trees under utility lines. So on her side you could not put a big tree there due to the utility line but on the other side of the street you could put trees. There needs to be a strategy with the Shade Tree Commission that puts those types of things into account.

Mr. Coats mentioned that when he did municipal road work there were trees that had to be removed between the curb and the sidewalk so you have to be careful putting trees there. It is best to put a tree located on private property but most do not want trees on their property. The problem is where to put it. If you propose the right type of tree then it may not be an issue to plant a tree on private property.

Ms. Shivers stated it would be helpful if HPC and the Shade Tree Commission could unify to get attention from the County.

Chair Holtermann will speak with Gabe Rosko as well from the Shade Tree Commission and HPC should contact as many Shade Tree Commissioners as they can.

Ms. Shivers suggested HPC members, without a quorum, attending a Shade Tree Commission meeting. Chair Holtermann agreed.

Hopewell Valley Historical Society's History Awards Criteria for Historic Preservation

Mr. Davis has not heard anything from Karl Niederer of the Hopewell Valley Historical Society regarding the History Awards Criteria for Historic Preservation. Mr. Davis will follow up

Review the 2025 Master Plan Initiative Process

Ms. Tillou went over the status for the Master Plan initiative.

Update to Areas in Need of Redevelopment

Chair Holtermann advised the Redevelopment Committee has been dismantled and the redevelopment agency is now solely the Borough Council.

The only property moving forward is the previous Wells Fargo property at 2 Route 31. The properties in the historic district are the Blackwell property, which is not moving forward and neither is the 12 N. Main Street at this time.

Certified Local Government (CLG)

The CLG subcommittee will be Mr. Ford, Ms. Homel, and Chair Holtermann.

The CLG subcommittee agreed to meet on Tuesday, September 23, 2025 to discuss the next steps of applying for the CLG status.

Upcoming Events: NJ History and Historic Conference: June 4 - 5, 2025

Chair Holtermann and Ms. Homel attended the NJ History and Historic Conference in Burlington County, NJ. Chair Holtermann spoke at the June 5, 2025 day regarding mockups and probes.

Ms. Homel went on June 4, 2025 which gave an overview of the Historic Preservation office. The keynote emphasized how ghost tours could promote historic district or raise funds for the historic district.

Chair Holtermann bought up the importance of the members to participate in trainings as per the CLG guidelines.

ADJOURNMENT OF MEETING

There being no further business, Ms. Homel made a motion to adjourn the meeting with Mr. Coats offering a second. By unanimous vote, the meeting was thereupon adjourned at 9:15 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 five (5) pages, constitutes a true and correct copy of the minutes of the regular meeting held on September 16, 2025.

IN WITNESS WHEREOF, I have hereunto subscribed my name on this day of September 23, 2025.

Robin Tillou, Historic Preservation Commission Secretary