

HISTORICAL ARCHITECTURAL REVIEW BOARD

02MAY2016 MEETING MINUTES

In attendance was Larry Peseski (Chair), Nancy Ruddie (Vice Chair), Marnie Newman, Scott Minnucci, Patrick Pastella, Christine Terranova (HARB Administrator) and Noel Barrett (Liaison).

Absent: Mark Baum Baicker

I. Call to Order

Chair Peseski called the meeting to order at 7:05 p.m. and noted that H.A.R.B. did have a quorum.

II. Approval of Minutes – April 4th, 2016

Upon a Motion by Patrick Pastella, seconded by Scott Minnucci, H.A.R.B. unanimously agreed to approve the minutes of April 4th, 2016.

III. New Business

A. Chairman's Topics

There was a brief discussion concerning the Historical Architectural Review Board Application General Instructions (attached to the H.A.R.B. application) and revisions were noted to update and clarify the instructions. It was noted that the "checklist" is always attached to the standard application and must be filled out by the applicant and submitted with the H.A.R.B. application.

Upon a Motion by Larry Peseski, seconded by Marnie Newman, H.A.R.B. unanimously agreed to modify the HARB Application Checklist and General Instructions with changes as discussed. (See attachment)

Chair Peseski handed out a copy of emails between Helen Tai, Board Supervisor, and Patrick Pastella regarding several HARB topics as follows:

- A Replace/Repair In Kind Amendment
- HARB recommends that HARB be allowed to grant Certificates of Appropriateness directly WITHOUT the customary four week delay to wait from the Board of Supervisors.
- Having to prepare 17 copies of all application material
- The posting of a public notice with the applicant being required to photograph the posting 14 times in two rounds
- Actual HARB submission documents could use some tweaking

Chair Peseski distributed a handout entitled, "Chairman's Goals and Objectives" to HARB for discussion. The following items were discussed:

- Release modified "Design Guidelines and Maintenance Manual. Make final inclusions and get final approval for release of modified "Design Guidelines" and the "Maintenance Manual".
- Fix the HARB motion process. Revise HARB application and recommendation form.
- Develop procedure for emergency "on-site material substitution" during work construction phase. Allow applicant reasonable latitude to deal with issues once construction commences.
- Develop and introduce HARB recognition award(s). It was suggested to have a material recognition to recognize a property owner's good efforts in working with preservation.

Scott Minnucci volunteered to contact other neighboring towns to find out how they acknowledge and reward property owners for good efforts in working to preserve their property.

IV. Public Comment

Mr. Minnucci suggested having a "makeup" meeting day to be automatically rescheduled when a regular meeting day is canceled.

V. Adjournment

Upon a Motion by Scott Minnucci, seconded by Larry Peseski, H.A.R.B. motioned to adjourn the meeting at 8:35 p.m.

Respectfully submitted,
Christine E. Terranova
H.A.R.B. Administrator
Solebury Township