

HISTORICAL ARCHITECTURAL REVIEW BOARD
02APRIL2018 MEETING MINUTES

In attendance was Larry Peseski (Chair), Scott Minnucci (Vice Chair), Nancy Ruddle, Marnie Newman and Christine Terranova (HARB Administrator).

Absent: Patrick Pastella and Robert McEwan (Liaison)

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. Election of Officers – Chair and Vice Chair

Upon a Motion by Marnie Newman, seconded by Nancy Ruddle, H.A.R.B. unanimously agreed to nominate Larry Peseski as the 2018 Chair of the Solebury Township Historical Architectural Review Board.

Upon a Motion by Nancy Ruddle, seconded by Marnie Newman, H.A.R.B. unanimously agreed to nominate Scott Minnucci as the 2018 Vice Chair of the Solebury Township Historical Architectural Review Board.

II. Approval of Minutes – February 5th, 2018

Upon a Motion by Scott Minnucci, seconded by Nancy Ruddle, H.A.R.B. unanimously agreed to approve the minutes of February 5th, 2018.

III. Chairman’s Topics

A. Fast tract process for replacement/repair in kind

There was a brief discussion concerning the RRIK application and process. The discussion included the first RRIK application that was submitted to the Township regarding the repair of an existing roof damaged from a fallen tree.

B. Release modified “Design Guidelines and Maintenance Manual”

Chair Peseski noted that the final draft of the guidelines/maintenance manual needs a final review for completeness. Ms. Newman offered to help in creating a list of what is needed to complete the document.

C. Explore/Develop procedure for emergency “on-site material substitution” during work construction phase. Allow applicant reasonable latitude to deal with issues once construction commences.

Mr. Minnucci offered to draft a list of procedures for this process for HARB review.

D. Develop and introduce HARB recognition award(s)

Chair Peseski noted to table this topic for future discussion.

E. Review Website page for HARB and make improvement recommendations

Ms. Newman offered to create a checklist for review to be a part of the HARB application.

F. Commercial Content in Guidelines/Maintenance Manual

It was noted that guidelines for commercial properties should be considered for the manual. Examples such as large trash bins or commercial-size trash containers should be screened when visible from the main road.

G. Newspaper article on RRIK

It was suggested to place an article in the newspaper to introduce the RRIK application to the public in order to explain the process to historic districts in Solebury Township. Ms. Terranova said she would check with the Township Manager to see if this was possible.

IV. Public Comment -- None

V. Adjournment

The meeting was adjourned at 8:11 p.m.

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