

# WASHINGTON TOWNSHIP HISTORIC PRESERVATION COMMISSION

Minutes for November 4, 2009

Present: Dale Blum, Caryl Brackenridge, Leah Korbel, Keith Hayes and Eileen Stokes. This regularly scheduled November workshop meeting of the Historic Preservation Commission, advertised in the *Observer Tribune* and *The Daily Record* in accordance with the Open Public Meeting Act, and posted on the Municipal Building Bulletin Board and the Township web site, was called to order at 7:40 p.m. by Chairman Stokes.

## **Applicants:**

### **Neitzer Building, West Mill Road, German Valley Historic District**

Caryl Brackenridge made a motion, seconded by Keith Hayes and unanimously approved to memorialize **COA (RO 10-02-09)** allowing the insertion of a new chimney liner which will extend 4" above the existing chimney on the Neitzer building.

## **New Business - 2010 Goals**

A. New ordinance needs to be presented to the Township Committee after clarification of a few sections:

1. Suggested wording for section which requires all business applicants to be accompanied by a lawyer: "All applicants have the option of being accompanied by a lawyer."
2. Blocks and lots have to be properly identified in the historic districts.
3. Questions from the Township lawyer need to be answered.

B. Once Block and lots for historic districts are updated, mail postcards to notify homeowners that they live in an historic district and offer HPC help and advice.

1. Letters could be sent to new homeowners identified by real estate transactions.
2. A realtor disclosure form could notify purchasers of homes in historic districts.
3. Workshop for the public. "Your Home Matters" Items salvaged from the Roehrich house could be displayed and the importance of historic elements could be explained.

C. Checklist of new HPC commissioners should include: Ordinance, By-Laws, Master Plan, District Nominations and Secretary of the Interior Guidelines for Historic Rehabilitation.

D. Design Guidelines should be developed.

E. District Expansion

**2010 Calendar** - Consensus was that workshops the first Wednesday of odd numbered months should remain on the calendar and could be canceled if not needed.

## **The next regularly scheduled meeting will be November 18 at 7:30 p.m.**

This meeting was adjourned at 9:15 p.m.

Respectfully submitted,

Caryl R. Brackenridge

Minutes approved as submitted: November 18, 2009