

**Minutes for the September 16, 2024 Meeting of the
Borough of Riverton Historic Preservation Commission**

1. Meeting was called to order by Chairman Laverty at 7:02 PM
2. Open Meetings Act was Read by Chairman Laverty
3. Roll Call was taken:
 - A. John Laverty (PRESENT)
 - B. Douglas Aird (PRESENT)
 - C. Roger Prichard (PRESENT)
 - D. Jack Parry (PRESENT)
 - E. Leslie Harrison (PRESENT)
 - F. Tyler Putman (PRESENT)
 - G. Michelle Banik (PRESENT)
4. Hearings on new Applications:
 - A. Eric Zino, regarding 638 Thomas Avenue:

This matter is the enclosing of a portion of an existing front porch for all-season use. Mr. Zino presented photos and a marked up site plan via e-mail. Unfortunately, he was unable to provide any plans or illustrations showing how he wants complete this enclosure. Because of this the HPC informed Mr. Zino that the matter would officially not be heard by the HPC until such plan and illustrations had been provided. Mr. Zino agree to return to the HPC at its October 21st, 2024 meeting to present these plans and illustrations.
 - B. Jack Parry for owner Lawrence Antonucci, regarding 701 Bank Avenue:

Jack Parry recused himself from the HPC in order to make this presentation. This is a project that is almost entirely interior remodeling work. Three existing windows will be covered on the inside due to new full-height interior walls behind them. The HPC had no objection to the proposed work.
 - C. Matter of 206 Carriage House Lane;

This is an ongoing subject involving work that has been completed at this location without the required building permits. The matter will be continued until the applicant provides exterior elevations drawings that show the exterior work that is being conducted on both the house and the nearby carriage house.

5. Open Public meeting:

The HPC Chairman called for a motion to open the meeting to the public, and the motion was seconded and approved.

- A. Jim Johnson of 433 Thomas Avenue asked the HPC about the process of getting solar panels approved for installation at this address. Mr. Johnson is considering wither traditional solar panels or solar shingles. Several members of the HPC expressed a preference for the shingles. The HPC advised Mr. Johnson to return the soonest possible regular HPC meeting with drawings and illustrations showing how the new solar power elements will appear on the existing house.
- B. Hal Feinstein encouraged the HPC to move forward with reconvening the Roundtable Group for the purpose of drafting amendments to the Historic Preservation Ordinance (HPO). The amendments would be intended to give more binding review authority to the HPC any application for street-visible construction within the Historic District.

The public meeting was closed by the HPC Chairman, and the motion was seconded and approved by the HPC's members.

6. Discussions:

- A. HPC Chairman reported that search for a secretary to the HPC was still ongoing.
- B. HPC Chairman requested that approval of minutes for April 2024, May 2024, June, and July 2024 meetings be approved. The HPC's members unanimously agreed to these approvals.
- C. HPC Chairman reported that the application form for HPC matters will be presented to the HPC at the October 21, 2024 meeting,
- D. HPC Chairman reported that the discussion with the Planning Board Chairman will be pushed to the October 21, 2024 meeting regarding developing a process to assure the proper sequencing of reviews of matters by the HPC and the Planning Board.

- E. HPC Chairman started a discussion about conducting a walking assessment of all properties within The Historic District. This is an exercise that should be completed as soon as possible. The field assessments will be divided up among all seven HPC members, and resident Hal Feinstein has also volunteered to participate. The HPC Chair and HPC member, Roger Prichard will prepare the assessment assignments based on the Historic District Map along with the Historic District Addresses List that Mr. Prichard had prepared. This list was approved by the HPC.
1. Several HPC Members questioned the intention of this exercise, and how the results will be used.
 2. Councilman Wilburn also questioned the intention of this exercise, and also offered a very simple “A,” “B,” or “C” rating system for all properties being assessed.
 3. HPC Chairman requested that prior to the next meeting that each HPC member prepare a short statement of the intention of the assessment along with the questions that should be asked about each property to be assessed
- F. HPC Chairman introduced the reconvening of the Roundtable Group for the purpose of developing amendments to the Historic Preservation Ordinance. The HPC Chairman discussed the recommended participants’ list for the Group. HPC member Leslie Harrison suggested that list of participants have some diversity. She offered longtime resident Keith Williams, Jr. as a prospective participant in the Roundtable. The HPC agreed to the list offered by the Chairman along with Leslie Harrison’s suggestion of Keith Williams, Jr. The Chairman will make the contacts with the participants, including Mr. Williams, and will set a date for the first meeting. Hopefully this meeting will be convened in October 2024.
- G. The HPC Chairman made a motion to close the meeting, and that motion was seconded and approved by the HPC at 8:25 PM.