

Minutes for the August 18, 2025 Meeting of the
Borough of Riverton Historic Preservation Commission

1. Meeting was called to order by Chairman Lavery at 7:05 PM
2. Open Meetings Act was Read by Chairman Lavery
3. Roll Call was taken:
 - A. John Lavery (PRESENT)
 - B. Douglas Aird (ABSENT)
 - C. Roger Prichard (PRESENT)
 - D. Jack Parry (ABSENT)
 - E. Leslie Harrison (ABSENT)
 - F. Tyler Putman (PRESENT)
 - G. Hal Feinstein (PRESENT)
4. Chairman Lavery requested a motion to approve the minutes for the July 2025 HPC Meeting. A motion was made by Roger Prichard and seconded by Hal Feinstein. A roll Call Vote was taken, and the motion was carried by a vote of 3 – 0 with Tyler Putman abstaining because he was not present at the July 2025 meeting.
5. Old Business:

Chairman Lavery asked that Old Business be discussed after the conclusion of New Business in the interest of time for the applicants for the New Business. The HPC's members gave unanimous consent to this agenda change.
6. New Business:
 - A. New Fence at 101 Park Ave.:

The representatives of the property, The Riverton Country Club, did not show up. Chairman Lavery stated that this matter would be heard at such regular meeting date that the applicant shows up to make a presentation.
 - B. Rear deck addition at 212 Lippincott Ave.

The owner, Tim McGuckin made a thorough presentation of a clearly marked up property survey, site photos, and details sheets for the materials to be used. The deck will be visible from both 4th Street and Maple Ave.

The Chairman opened the meeting to the public. Resident Suzanne Cairns-Wells commented that everything that the applicant did to his previous house was of the very best quality. There were no other comments made from the public, and the Chairman closed the hearing to the public.

The HPC's members had no issues with the proposed deck. Chairman Lavery stated that he would send a message to the Borough Construction Official stating that the applicant had fulfilled the requirement to appear before the HPC, and that the process could continue with the issuance of any required permits for the project.

C. Change in roofline and change in windows at 433 Thomas Ave.:

The Chairman recused himself from this matter because he would be presenting this application in behalf of the applicants. The Chairman is the Father and Father-in-Law of the Applicants. This situation required the three remaining HPC members to take a vote to appoint an Acting Chairman to run this particular matter. By a vote of 3 – 0, Roger Prichard was appointed in this role.

Mr. Lavery presented to the HPC a signed authorization letter by the applicants. This letter authorized Mr. Lavery to make this presentation in behalf of the applicants.

Mr. Lavery presented a thorough package of a property survey, marked up property survey (showing proposed improvements), historical photos, current photos, and two 24 x 36 plan sheets with existing and proposed exterior building elevations. Tyler Putman made a comment about the different sizes of some of the windows. Roger Prichard made a comment about the scale of the existing shutters relative to the respective windows.

Mr. Prichard opened the hearing to the public, and there were no comments made. So, Mr. Prichard Closed the hearing to the public.

Mr. Lavery responded that as-is conditions were being worked with relative to the windows and shutters. The HPC's 3 members unanimously approved the application, and Mr. Prichard stated that he would send a message to the Borough Construction Official. This message would state that the applicant had met the requirement to appear before that the HPC, and that the applicant could proceed with obtaining the permits that will be required for this project.

7. Chairman Lavery returned to his position as HPC Chairman, and returned to a discussion of old business. The only old business matter is that of continuing a discussion on the draft amendments to the Historic Preservation Ordinance. As all HPC Members in attendance has already made their comments, Mr. Prichard made a presentation on the revisions that he is making to the draft, and how the revised draft would be made available to key stakeholders and the public. Mr. Prichard further identified October and November of this year as the first and second readings of the ordinance by Borough Council.

Chairman Lavery opened the meeting to the public. Joe Threston stated that he was working on some language revisions to the draft pertaining to the Zoning Board, and that he would be getting this language to Mr. Prichard by the end this week. There were no other comments from the public, and the Chairman closed the hearing to the public.

8. Chairman Lavery asked for a motion to conclude the meeting. The motion was made Tyler Putman and seconded by Hal Feinstein. A roll call vote was taken, and the motion was unanimously carried by the HPC's members at 8:10 pm.