

Minutes for the Nov. 17, 2025 Meeting of the
Borough of Riverton Historic Preservation Commission

1. Meeting was called to order by Chairman Laverty at 7:02 PM
(Let the record reflect that the meeting is being recorded via the Borough's Zoom Meeting Account, and that as backup Roger Prichard is performing an audio recording of the meeting via his cell phone.)
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 (ABSENT)
 - G. Hal Feinstein (PRESENT)
4. Chairman Laverty requested approval of the Minutes for the Oct. 2025 HPC Meeting. Roger Prichard made the motion to approve these minutes, and the motion was seconded by Doug Aird. A Roll Call Vote was taken, and the motion was carried by a vote of 5 – 0.
5. New Business:
 - A. Chairman Laverty requested a motion to reschedule the matter of the proposed fence at 309 2nd Street to the Dec. 15, 2025 HPC Meeting. Roger Prichard made the motion for this rescheduling, and Doug Aird seconded the motion. A Roll Call Vote was taken, and the motion was carried by a vote of 5 – 0.
 - B. Regarding the matter of the proposed fence at 400 Main Street Chairman Laverty requested that the matter not be heard and no action taken as a result of the owner not appearing at this meeting. Jack Parry made a motion for this, and Leslie Harrison seconded the motion. A Roll Call Vote was taken, and the motion was carried by a vote of 5 – 0.
 - C. Another matter, that was not on the agenda, was brought up by Chairman Laverty. The matter was the proposed pool fence replacement and the reconstruction of the detached garage at 804 Main Street.
 1. Regarding the replacement fence the HPC's members all agreed that this matter should be reviewed by the HPC. The HPC's members instructed Chairman Laverty to make the needed communications to the property owner and the Borough's Zoning Officer regarding this.
 2. Regarding the reconstruction of the detached garage, Chairman Laverty informed the HPC that this work has commenced without plans having been approved by the HPC-Designate, Jack Parry. The HPC instructed the Chairman to request of the

Borough Construction Official that a Stop Work Order be placed on the garage immediately. The HPC further instructed the Chairman to notify the applicant that the plans need to be approved by Jack Parry, and then resubmitted to the Borough Construction Official for an Updated permit.

6. Old Business:

Roger Prichard, at the request of Chairman Lavery, conducted a brief summary of the status of the process of getting the Revised Historic Preservation Ordinance (HPO) approved by Borough Council. Roger reported that all corrections had been made per the Borough's Solicitor, and that the Second Reading of the Amended HPO would be the regular monthly meeting of Borough Council on Tuesday Nov. 18. 2025.

7. Chairman Lavery requested a motion to open the meeting to the public. Doug Aird made the motion, and it was seconded by Roger Prichard. The motion was carried by a vote of 5 – 0, and the meeting was opened to the public.

A. Councilman Edgar Wilburn spoke to the need of having a formal application document for all HPC matters. Councilman Wilburn cited application documents from Haddonfield and Moorestown. He further stated that he liked both of these documents, and that it was important that the HPC have an application document available to the public as soon as possible. Chairman Lavery thanked Councilman Wilburn, and further responded that a subcommittee of Doug Aird and Hal Feinstein is working on the application document that they will present asap to the entire HPC for approval.

B. In addition to the above, there was a discussion among the HPC's members and Councilman Wilburn about some additional needed language in the Amended HPO.

This language includes:

- i. That HPC's waivers of formal review require a second HP member in addition to the Chairman. The Vice Chairman shall be the second concurring HPC member needed to grant a waiver.
- ii. That the application fees and escrows for HPC applications should fall in line with the Borough's existing fees schedule.
- iii. That if the Borough's Code Enforcement Officer, Construction Official, or Zoning Officer are unavailable, then the HPC's Chairman or Vice Chairman may issue a formal enforcement action against a property owner.

C. Chairman Lavery requested a motion to close the meeting to the public. A Motion was made by Doug Aird, and it was seconded by Roger Prichard. A Roll Call Vote was taken, and the motion was carried by a vote of 5 – 0.

8. Chairman Lavery adjourned the meeting at 8:17 PM