

Historical Architectural Review Board
January 9, 2025 Meeting Minutes
Hybrid Meeting

In attendance was Larry Peseski (Chair), Scott Minnucci (Vice-Chair), Nancy Ruddle, Steven Young, Marnie Newman, Patrick Strzelec, Robert McMahon, Buz Teacher, Zachary Zubris (HARB Administrator/Zoning Officer), Christy Cheever (Board of Supervisors Liaison)

Public: Patricia Patterson, Ryan Reed

Absent:

- I. **The meeting was called to order at 6:00 P.M. and there was a quorum.**
- II. **Appointment of Temporary Chair**

Mr. Strzelec was appointed Temporary Chair.

- III. **Election of Chair**

Upon a motion by Ms. Ruddle, seconded by Buz Teacher, Mr. Peseski was unanimously elected Chair for 2025.

- IV. **Election of Temporary Chair**

Upon a motion by Ms. Ruddle, seconded by Mr. Strzelec, Mr. Minnucci was unanimously elected Vice-Chair.

- V. **Approval of Meeting Minutes December 2, 2024**

Upon a motion by Ms. Ruddle, seconded by Mr. Minnucci, the December 2, 2024 meeting minutes were unanimously approved.

- VI. **Board Discussion**

Ms. Patterson and Mr. Reed were present upon invitation to discuss the outstanding issue for work completed without HARB approval at Ms. Patterson's property located at 3780 Aquetong Road.

Ms. Patterson provided an overview of the work done without approval including roof work and chimney work.

Mr. Reed provided background on the chimney work that was done and asked if there were parameters that the chimney work should follow.

Ms. Ruddle stated that the HARB design guidelines would be helpful to review and are posted on the Township website.

Ms. Newman suggested an application be submitted and should include photos prior to the work being done.

VII. Actions for New Homeowners in Historic Districts

Ms. Ruddle provided an example letter from prior years that the Township sent to property owners in Historic Districts.

Mr. Peseski brought up that a large issue is disclosure from sellers.

Mr. Teacher questioned if there was a process to alert contractors that a property is in a HARB district.

Mr. Zubris stated the Township has software that alerts staff if a property is located within a HARB District.

Mr. Minnucci mentioned Hotel Du Village as a property where work has been done without HARB approval, including generator installation, driveway expansion, and propane tank.

Mr. Zubris stated he would talk with the Code Official about the situation.

VIII. Minimum Maintenance Ordinance for Historic District discussion

Mr. Peseski opened the discussion by providing a handout from Ms. Newman which highlighted that the current guidelines were deficient for demolition by neglect standards in comparison to other places.

Ms. Cheever mentioned that the Board of Supervisors were interested in addressing neglected properties on a broader level.

Mr. Peseski stated that the HARB should review the guidelines before the next meeting for any changes that needed to be made.

Ms. Cheever stated that it may be beneficial for the HARB to take a model ordinance and work with a Township consultant to refine the ordinance.

Mr. Peseski stated that there may be concern from community members over the proposed ordinance.

Ms. Newman commented that the HARB should try to get community input first.

Mr. Teacher expressed concern with the proposed ordinance due to language relative to lawn maintenance and tree removal

Mr. McMahon suggested looking at adding a reasonable person's standard for the lawn and grass maintenance.

Mr. Ruddle added that the tree removal provision was added due to a property owner cutting down a large tree and leaving the stump for years.

Ms. Newman felt that the time period for completing work needed to be revised in the event of an issue.

Ms. Cheever suggested that there be a reference to the Township sign ordinance for signage regulations within the Historic District.

Mr. Strzelec suggested that HARB members could attend Carversville Day to answer any questions.

Mr. Peseski said that he would put the comments together into a draft form for a final review.

IX. Public Comment

There was no additional public comment.

VI. Adjournment

Upon a motion by Steven Young, seconded by Marnie Newman, the Board motioned to adjourn the HARB hybrid meeting at 8:07 p.m.

Respectfully Submitted,



Zachary Zubris
Zoning Officer/Permit Department Administrator
HARB Administrator
Solebury Township