



**Historic Preservation Commission  
REORGANIZATION MEETING MINUTES  
Tuesday, January 14, 2020 7:00 PM**

**Municipal Complex, 25 Neptune Blvd, Twp Committee Room (2<sup>nd</sup> Fl), Neptune NJ 07753**

**Statement:**

The meeting was called to order by the HPC Attorney, Mr. Steven Tombalakian at 7:00 pm. Mr. Tombalakian read the notice of compliance with the New Jersey Open Public Meetings Act and indicated that appropriate notice was forwarded to the officially designated newspaper Asbury Park Press and the New Coaster, filing a copy of the notice with the Municipal Clerk, and posting a copy of the notice on the board in the Municipal Complex, and the Township website [www.neptunetownship.org](http://www.neptunetownship.org).

**Roll Call:**

Heinlein, Lucinda	<u>P</u>	McKeon, Douglas	<u>P</u>	Shaffer, Jenny	<u>P</u>
Henderson, Linda	<u>P</u>	Osepchuk, Deborah	<u>P</u>	Steen, Leonard	<u>P</u>
MacMorris, Douglas	<u>P</u>	Rudell, Jeffery	<u>P</u>	Wierzbinsky, Joseph	<u>P</u>

**Also present:** Steve Tombalakian, ESQ and Torro Reporting, LLC

**The following members were sworn in:**

1. Mr. Jeffery Rudell was sworn in as a Class B member for a four-year term expiring on December 31, 2023;
2. Mr. Leonard Steen was sworn in as a Class C member for a four-year term expiring on December 31, 2023;
3. Mr. Douglas McKeon was sworn in as Alternate #1 for a one-year term expiring on December 31, 2020;
4. Ms. Linda Henderson was sworn in as alternate #2 for a one-year term expiring on December 31, 2020.

**2020 Organization:**

**Election of Chair Person**

Mr. Steen offered the name of **Deborah Osepchuk** for the position of the Chairperson for 2020. The offer was seconded by Heinlein.

Heinlein, Lucinda	<u>P</u>	McKeon, Douglas	<u>N/A</u>	Shaffer, Jenny	<u>P</u>
Henderson, Linda	<u>N/A</u>	Osepchuk, Deborah	<u>P</u>	Steen, Leonard	<u>P</u>
MacMorris, Douglas	<u>P</u>	Rudell, Jeffery	<u>P</u>	Wierzbinsky, Joseph	<u>P</u>

**Election of 1st Vice Chairperson**

Mr. Rudell offered the name of **Lucinda Heinlein** for the position of the Vice Chairperson for 2020. The offer was seconded by Mr. Steen.

Heinlein, Lucinda	<u>P</u>	McKeon, Douglas	<u>N/A</u>	Shaffer, Jenny	<u>P</u>
Henderson, Linda	<u>N/A</u>	Osepchuk, Deborah	<u>P</u>	Steen, Leonard	<u>P</u>
MacMorris, Douglas	<u>P</u>	Rudell, Jeffery	<u>P</u>	Wierzbinsky, Joseph	<u>P</u>

**Election of 2nd Vice Chairperson**

Mrs. Shaffer offered the name of **Leonard Steen** for the position of the Second Vice Chairperson for 2020. The offer was seconded by Mr. Wierzbinsky.

Heinlein, Lucinda	<u>P</u>	McKeon, Douglas	<u>N/A</u>	Shaffer, Jenny	<u>P</u>
Henderson, Linda	<u>N/A</u>	Osepchuk, Deborah	<u>P</u>	Steen, Leonard	<u>P</u>
MacMorris, Douglas	<u>P</u>	Rudell, Jeffery	<u>P</u>	Wierzbinsky, Joseph	<u>P</u>

**The Commission established the following meeting dates:**

January 28, 2020	January 12, 2021 (REORG.)
February 11, 2020	February 25, 2020
March 10, 2020	March 24, 2020
April 14, 2020	April 28, 2020
May 12, 2020	May 26, 2020
June 9, 2020	June 23, 2020
July 14, 2020	July 28, 2020
August 11, 2020	August 25, 2020
September 8, 2020	September 22, 2020
October 13, 2020	October 27, 2020
November 10, 2020	November 24, 2020
December 8, 2020	December 22, 2020



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A motion was made by Mr. MacMorris to accept the proposed meeting dates. The motion was seconded by Mrs. Heinlein and passed.

Heinlein, Lucinda	<u>P</u>	McKeon, Douglas	<u>N/A</u>	Shaffer, Jenny	<u>P</u>
Henderson, Linda	<u>N/A</u>	Osepchuk, Deborah	<u>P</u>	Steen, Leonard	<u>P</u>
MacMorris, Douglas	<u>P</u>	Rudell, Jeffery	<u>P</u>	Wierzbinsky, Joseph	<u>P</u>

**Adjournment**

With no further reorganization business before the Commission a motion to adjourn the reorganization meeting and open the regular portion of the meeting was offered by Mr. Rudell to be moved and seconded by Mrs. Heinlein, reorganization meeting closes at 7:20 PM.

**Historic Preservation Commission  
PARTIAL DEMOLITION HEARING  
Tuesday, January 14, 2020  
Immediately Following Reorganization Meeting  
Municipal Complex, 25 Neptune Blvd, Twp Committee Room (2<sup>nd</sup> Fl), Neptune NJ 07753**

**PARTIAL DEMOLITION HEARING**

**1. HPD Application HPD2019-003 for 28 SEA VIEW AVENUE (Block 105 Lot 7)**

Applicant: Gary R. O'Connor, Architect & Owners: Steven and Susan Harris

Description of Work: Partial Demolition (Initial Hearing)

- Introduction of Application to the Commission and public:  
The application was introduced to the Commission and the public by Mrs. Osepchuk.
- Administration of Oath to Applicant and any witnesses:  
Both the Applicant, Gary R. O'Connor and the property owner, Steven Harris were sworn in by the Court Reporter, Robin Torro.
- Marking of any exhibits inclusive of the application and expert reports
  - A-1 – Application and documents submitted on or about November 21, 2019;
  - A-2 – Executed Notice of Hearing mailed to all property owners within 200 feet of the subject property and all governmental or public entities as required under Neptune Township Ordinance;
  - A-3 – Certification or Affidavit of Mailing of such notice of Hearing to all property owner within 200 feet of the subject property and all governmental or public entities as required under Neptune Township Ordinance;
  - A-4 – Affidavit of Publication for publication of the initial Notice of Hearing dated 01/20/20;
  - A-5– List of property owners located within 200 ft of the subject property and the Assessor's Certification dated 12/16/19;
  - A-6 – Certified Mailed Receipts dated 12/30/19 and 01/02/20;
  - A-7 – Finding of Fact dated 01/02/20;
- Opening statement of the interest parties:  
None
- Presentation of Applicant's case:  
Mr. O'Connor provided a brief description of the areas to be demolished, the history of the property and the condition of the areas to be removed. The total percentage to be demolished is 22.9%.
- Presentation of Commission expert:  
No expert.
- Presentation by an Objector;  
No objector.
- Public comment;  
No public comments.
- Closing statements;  
The Architect read through and answered the "finding of facts" criteria in which the Commission's decision should be based upon. The applicant responded to the questions or concerns the Commission had at that time.



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- Conclusion of Hearing and Announcement of Future Dates:  
The Commission established a waiting time period for at least sixty (60) days to enable any interested parties to acquire or to establish a procedure for the preservation of the subject property. The Facts of Finding will be adopted or denied on Tuesday, April 14, 2020.

**Adjournment of Partial Demolition**

With no further partial demolition business before the Commission a motion to adjourn the partial demolition hearing and open the regular portion of the meeting was offered by Mrs. Heinlein to be moved and seconded by Mr. Rudell, reorganization meeting closes at 7:35 PM.



**Historic Preservation Commission  
REGULAR MEETING**

**Tuesday, January 14, 2020**

**Immediately Following Partial Demolition Hearing**

**Municipal Complex, 25 Neptune Blvd, Twp Committee Room (2<sup>nd</sup> Fl), Neptune NJ 07753**

**Privilege of the floor/Open Public Discussion:**

No public discussion or comments.

**Applications Reviewed:**

**Application HPC2019-230 for 31 WEBB AVENUE also known Block 228 Lot 19**

Andrea Fitzpatrick from Shore Point Architecture and Jayson Urig, the Applicant's Contractor, appeared before the Commission and presented the application to construct a new single-family residence, fence, air condenser unit, and patio. A motion was made by Mr. Wierzbinsky to **approve** the updated plan dated December 17, 2019. The motion was seconded by Mr. Heinlein and passed. The Applicant will need to submit additional drawings for the gable detail to the Application Review Team.

Heinlein, Lucinda	<u>Yes</u>	McKeon, Douglas	<u>N/A</u>	Shaffer, Jenny	<u>No</u>
Henderson, Linda	<u>N/A</u>	Osepchuk, Deborah	<u>Yes</u>	Steen, Leonard	<u>N/A</u>
MacMorris, Douglas	<u>Yes</u>	Rudell, Jeffery	<u>Yes</u>	Wierzbinsky, Joseph	<u>Yes</u>

**Application HPC2019-239 for 61 EMBURY AVENUE also known Block 214 Lot 19**

Mr. Don Merseles, Applicant's Contractor and Robin Butler appeared before the Commission for alterations to the existing first floor porch, door, windows and light fixture. The Applicant has taken suggestions by the Commission to center the door, and install two single windows. The Applicant must apply to zoning as a condition and submit the updated drawings and catalog cuts. A motion was made by Mrs. Heinlein to **approve** the subject application with condition. The motion was seconded by Mr. Rudell and passed.

Heinlein, Lucinda	<u>Yes</u>	McKeon, Douglas	<u>N/A</u>	Shaffer, Jenny	<u>Yes</u>
Henderson, Linda	<u>N/A</u>	Osepchuk, Deborah	<u>Yes</u>	Steen, Leonard	<u>Yes</u>
MacMorris, Douglas	<u>Yes</u>	Rudell, Jeffery	<u>Yes</u>	Wierzbinsky, Joseph	<u>Yes</u>

**Application HPC 2019-246 for 79 FRANKLIN also known as Block 268 Lot 8**

Chris Mott, Custom Builders appeared before the Commission, as the property owner's contractor, to install a new door (REEB 4555 w/ ¼ glass). The door proposed is for a craftsman style cottage. The style of the structure is not a craftsman style cottage. A motion was made by Mrs. Shaffer to **deny** the proposed door. The motion was seconded by Mr. Rudell and passed.

Heinlein, Lucinda	<u>Yes</u>	McKeon, Douglas	<u>N/A</u>	Shaffer, Jenny	<u>Yes</u>
Henderson, Linda	<u>N/A</u>	Osepchuk, Deborah	<u>Yes</u>	Steen, Leonard	<u>Yes</u>
MacMorris, Douglas	<u>Yes</u>	Rudell, Jeffery	<u>Yes</u>	Wierzbinsky, Joseph	<u>Yes</u>

**Application HPC2019-157 for 99 CENTRAL AVENUE also known as Block 265 Lot 8**

Mark Pavliv, Architect and Hugh Blair, owner presented an application to replace the first and second floor railings. A motion was made by Mr. Rudell to approve the application with the condition that that they submit updated plans to the Application Review Team. The motion was seconded by Mr. Steen and passed.

Heinlein, Lucinda	<u>Yes</u>	McKeon, Douglas	<u>N/A</u>	Shaffer, Jenny	<u>Yes</u>
Henderson, Linda	<u>N/A</u>	Osepchuk, Deborah	<u>Yes</u>	Steen, Leonard	<u>Yes</u>
MacMorris, Douglas	<u>Yes</u>	Rudell, Jeffery	<u>Yes</u>	Wierzbinsky, Joseph	<u>Yes</u>

**Application HPC2019-245 for 6 ATLANTIC AVENUE also known Block 107 Lot 8**

Mark Pavliv, AIA, Applicant and Mr. Dave Pape appeared before the Commission seeking approval for exterior alterations, column replacement, and reconstruction. A motion was made by Mr. Rudell to approve the application as presented. The motion was seconded by Mr. Wierzbinsky and passed.

Heinlein, Lucinda	<u>Yes</u>	McKeon, Douglas	<u>N/A</u>	Shaffer, Jenny	<u>Abstained</u>
Henderson, Linda	<u>N/A</u>	Osepchuk, Deborah	<u>Yes</u>	Steen, Leonard	<u>Yes</u>
MacMorris, Douglas	<u>Yes</u>	Rudell, Jeffery	<u>Yes</u>	Wierzbinsky, Joseph	<u>Yes</u>

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**Administrative Approvals:**

Application No.	Parcel Data	Block	Lot	Type of Work II
HPC2020-006	98 CLARK AVE 45 PILGRIM	269	3	AC Unit
HPC2020-002	PATHWAY	163	9	Sign
HPC2020-001	21 SEA VIEW AVE	103	5.04	AC Unit, Door, Fence, Patio, Porch & Outdoor Shower
HPC2019-247	30 PITMAN AVE	147	7	AC Unit and Bilco Doors
HPC2019-242	126 S MAIN ST 127 PENNSYLVANIA	257	13	AC Unit, Chimney and Windows
HPC2019-241	AVE	296	1	Window and Trim
HPC2019-237	82 MT TABOR WAY 132 MT HERMON	150	5	Replace Roof Surface Material
HPC2019-235	WAY	158	4	Patio and Retaining Wall
HPC2019-209	106 ABBOTT AVE	241	4	Fence, Patio, and Pergola

A motion was made by Mrs. Heinlein to memorialize the above administratively approved applications. The motion was seconded by Mr. Rudell and passed. All in favor.

**Resolutions Memorialized**

**2019-077 for 104 FRANKLIN AVENUE**

A motion to memorialize the subject resolution was made by Mr. Rudell, seconded by Mrs. Shaffer and passed.

Heinlein, Lucinda	<u>Yes</u>	Osepchuk, Deborah	<u>Yes</u>
Shaffer, Jenny	<u>Yes</u>	Rudell, Jeffery	<u>Yes</u>
Wierzbinsky, Joseph	<u>Yes</u>		

**2019-081 for 57 PILGRIM PATHWAY**

A motion to memorialize the subject resolution was made by Mr. Wierzbinsky, seconded by Mrs. Heinlein and passed.

Heinlein, Lucinda	<u>Yes</u>	Wierzbinsky, Joseph	<u>Yes</u>
Shaffer, Jenny	<u>Yes</u>	Osepchuk, Deborah	<u>Yes</u>

**2019-082 for 69 WEBB AVENUE**

A motion to memorialize the subject resolution was made by Mr. Rudell, seconded by Mrs. Shaffer and passed.

Heinlein, Lucinda	<u>Yes</u>	Osepchuk, Deborah	<u>Yes</u>
Shaffer, Jenny	<u>Yes</u>	Rudell, Jeffery	<u>Yes</u>
Wierzbinsky, Joseph	<u>Yes</u>		

**2019-083 for 101 WEBB AVENUE**

The Commission did not vote to memorialize the subject resolution. Several errors were noted throughout the document. The Commission plans to vote at the next regular meeting.

**2019-084 for 90 MT ZION WAY**

It was noted that item no. 3 on page should read "Aeratis Heritage material Battleship Gray" instead of "Heritage-Riverside material Battleship Gray". A motion to memorialize the subject resolution with this correction was made by Mrs. Heinlein, seconded by Mrs. Shaffer and passed.

Heinlein, Lucinda	<u>Yes</u>	Osepchuk, Deborah	<u>Yes</u>
Shaffer, Jenny	<u>Yes</u>	Rudell, Jeffery	<u>Yes</u>
Wierzbinsky, Joseph	<u>Yes</u>		

**2019-085 for 133 MAIN AVENUE**

It was noted that item no. 3 on page 2 should read “The Applicant shall remove the existing railings and replace them with 30 inch height wood railings” instead of “The Applicant shall remove the existing railings and replace them with 30 inch high Aeratis Battleship Gray railings.” A motion to memorialize the subject resolution with this correction was made by Mr. Heinlein, seconded by Mr. Rudell and passed.

Heinlein, Lucinda	<u>Yes</u>	Osepchuk, Deborah	<u>Yes</u>
Shaffer, Jenny	<u>Yes</u>	Rudell, Jeffery	<u>Yes</u>
Wierzbinsky, Joseph	<u>Yes</u>		

**2019-086 for 94 MAIN AVENUE**

A motion to memorialize the subject resolution was made by Mr. Heinlein, seconded by Mr. Rudell and passed.

Heinlein, Lucinda	<u>Yes</u>	Osepchuk, Deborah	<u>Yes</u>
Shaffer, Jenny	<u>Yes</u>	Rudell, Jeffery	<u>Yes</u>
Wierzbinsky, Joseph	<u>Yes</u>		

**2019-087 for 92 WEBB AVENUE**

A motion to memorialize the subject resolution with this correction was made by Mr. Heinlein, seconded by Mr. Rudell and passed.

Heinlein, Lucinda	<u>Yes</u>	Osepchuk, Deborah	<u>Yes</u>
Shaffer, Jenny	<u>Yes</u>	Rudell, Jeffery	<u>Yes</u>
Wierzbinsky, Joseph	<u>Yes</u>		

**Discussed Items:**

None

**Adjournment of Regular Meeting:**

With no further business before the Commission a motion to adjourn the regular meeting at 10:08 pm was offered by Mr. Steen. The motion was seconded by Mr. Rudell. All members were in favor. Minutes submitted by Dawn Crozier, Administrative Officer.