

**OFFICE OF THE HISTORIC PRESERVATION COMMISSION**

25 Neptune Boulevard Neptune NJ 07753  
(732) 988-5200 Ext. 204 Fax (732) 988-4259  
awalby@neptunetownship.org

June 24, 2021

Andrea Fitzpatrick  
108 S Main Street  
Ocean Grove, NJ 07758

**RE: HISTORIC PRESERVATION COMMISSION APPLICATION NO. HPC 2021-098  
BLOCK 286 LOT 7 ALSO KNOWN AS 113 Inskip Ave**

Dear Applicant:

Please be advised the above mentioned application has been reviewed for completeness and the Application Review Team (Review Team) has determined that this application cannot be administratively approved. Therefore, you are hereby notified that your application has been scheduled for a virtual public hearing before the Historic Preservation Commission. Your application has been scheduled for a virtual public hearing/meeting on **Tuesday, September 14th, 2021 at 7:00 PM**. The meeting will be held virtually via Zoom. Log-in and Participant information is as follows:

Topic: Historic Preservation Commission Regular Meeting of September 14th, 2021  
Time: Sep 14, 2021 03:00 PM Eastern Time (US and Canada)

Join Zoom Meeting  
<https://us02web.zoom.us/j/84460908350?pwd=UHBiKzQyTE5HQnY2VHNQQ0d0N3o2Zz09>

Meeting ID: 844 6090 8350  
Passcode: 094637  
One tap mobile  
+13126266799,,84460908350# US (Chicago)  
+16465588656,,84460908350# US (New York)

Dial by your location  
+1 312 626 6799 US (Chicago)  
+1 646 558 8656 US (New York)  
+1 301 715 8592 US (Washington DC)  
+1 346 248 7799 US (Houston)  
+1 669 900 9128 US (San Jose)  
+1 253 215 8782 US (Tacoma)

Meeting ID: 844 6090 8350  
Find your local number: <https://us02web.zoom.us/j/84460908350>

Join by SIP  
[84460908350@zoomcrc.com](https://us02web.zoom.us/j/84460908350?pwd=UHBiKzQyTE5HQnY2VHNQQ0d0N3o2Zz09)

Passcode: 094637

**Preliminary Review Notes**

Below, please find the Application Review notes. Please understand that this is a preliminary review. It includes, but is not limited to, the observations on the following pages concerning your project. In no event shall this preliminary review constitute an approval. Neither the Applicant nor the Review Team is bound by this review. Also, these comments do not preclude additional information requests, comments, or concerns from HPC members before or at the virtual hearing/meeting. The Applicant and/or the Representative of the Applicant should carefully review the notes below and be prepared to discuss these items.

### **Description of Work**

Proposed construction of a new three-story, single family home in a Queen Anne style. The design contains a series of uncovered and covered porches., an octagonal turret at the south-east corner of the house, dormers, gable roofs, a shed roof at the two story portion at the rear side of the property, a masonry chimney, and other architectural features in keeping with the Queen Anne style. Siding materials will be a combination of hardie Plank fiber cement and painted cedar shingles, which will transition at the second floor level via a flared shingle course and decorative belt course.

Exterior finish materials include turned wood columns, custom railings, tongue and groove mahogany decking at the first floor porches, fiberglass decking at upper level porches, cellular pvc trim and custom accents, asphalt roof shingles, clad wood windows and patio doors veneer at the porch piers, foundation base, and chimney; and other items not explicitly stated but indicated on the drawings.

Site improvements include AC condensers, fencing, and hardscape.

### **Discussion Items:**

Scope of project requires to be heard by the full board.

### **Additional Request**

You will need to provide **nine (9)** sets of plans, including color photos of the house and affected areas, as well as the property survey, and plans/catalog cuts, and paint color swatches. This must be provided at the latest **11 days (latest on September 2<sup>nd</sup> ) before the meeting September 14th 2021**. Along with providing 9 hard copies, please also email via .pdf.

If any changes are made to your application after you have been placed on the agenda, or if you fail to produce any of the items requested by the Commission, your hearing will be deferred to the next available meeting.

It is highly recommended that you attend this virtual hearing in order to address any questions or concerns the Commission may have. An Architect, Contractor, or Attorney may accompany you, or you may appoint a representative in the event you are unable to attend/participate. Please be advised, your absence or lack of participation in the virtual meeting may cause your application to be deferred.

For your convenience, the Ocean Grove Historic District Guidelines for Residential Structures can be found online at [www.neptunetownship.org](http://www.neptunetownship.org).

The HPC thanks you for your cooperation and support in maintaining the integrity and character of the Ocean Grove, a registered National and State Historic District. Should you have any further questions or concerns please feel free to contact me at (732) 988-5200, extension 204 or via email [awalby@neptunetownship.org](mailto:awalby@neptunetownship.org).

Cordially,

  
Alison Walby  
HPC Administrative Officer



## PROPERTY INFORMATION

PROPERTY TYPE (Check one):

☒ Single Family ☐ Multifamily: \_\_\_\_\_ Units ☐ Commercial ☐ Condo ☐ Mixed Use

ARCHITECTURAL PERIOD / YEAR BUILT: 1925 ARCHITECTURAL STYLE: Bungalow

Does your project include demolition of 15% or more of exterior of existing structure? ☐ YES ☒ NO  
If YES: you must apply for a Demolition Permit prior to applying for a Certificate of Appropriateness.

Do you have Zoning Department approval for this project? ☒ YES ☐ NO ☐ N/A

ZONING PERMIT ID# (from Zoning Permit): 554936718 DATE APPROVED: 5/20/21

Please Note: If Zoning approval is required for the work described on your application, your application will remain incomplete until Zoning approval is received. **Incomplete applications will not be accepted.**

**Describe all proposed work to be conducted on subject property below.** Be sure to include all colors and materials to be used. Attach additional pages if necessary.

(SEE ATTACHED TEXT)

**By signing this application, the Applicant and Owner agree to the following:**

- Property site visits by Neptune Township Staff, HPC Members and HPC Professionals until the project has been deemed to be complete.
- The information herein is correct and complete to the best of your knowledge.
- The HPC or HPC Application Review Team may require additional information for your application to be considered complete.

**By signing this application, the Owner authorizes the listed Applicant to appear as their representative at a public hearing before the Commission.**

Walter Danley III  
OWNER NAME – Please PRINT

[Signature]  
OWNER SIGNATURE

06/19/21  
DATE

Andrea Fitzpatrick, AIA - Shore Point Architecture, PA

APPLICANT NAME – Please PRINT

[Signature]  
APPLICANT SIGNATURE

6/2/2021  
DATE

Application #: **HPC** \_\_\_\_\_

Application Date: 6/4/21

## Historic Preservation Commission Certificate of Appropriateness Application

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> AC UNIT                         | <input type="checkbox"/> GATE                         | <input checked="" type="checkbox"/> RAILINGS |
| <input checked="" type="checkbox"/> ADDITION             | <input type="checkbox"/> GENERATOR                    | <input type="checkbox"/> RETAINING WALL      |
| <input type="checkbox"/> ARBOR                           | <input checked="" type="checkbox"/> GUTTERS & LEADERS | <input checked="" type="checkbox"/> ROOF     |
| <input type="checkbox"/> AWNING                          | <input type="checkbox"/> HOT TUB                      | <input type="checkbox"/> SATELLITE DISH      |
| <input type="checkbox"/> BALCONY                         | <input type="checkbox"/> LATTICE                      | <input type="checkbox"/> SHED                |
| <input type="checkbox"/> CHIMNEY                         | <input type="checkbox"/> LIGHT FIXTURE                | <input type="checkbox"/> SHUTTERS            |
| <input checked="" type="checkbox"/> COLUMNS              | <input type="checkbox"/> NEW CONSTRUCTION             | <input checked="" type="checkbox"/> SIDING   |
| <input type="checkbox"/> DECK                            | <input type="checkbox"/> ORNAMENTATION                | <input type="checkbox"/> SIGN                |
| <input type="checkbox"/> DOOR REPLACEMENT                | <input type="checkbox"/> OUTDOOR SHOWER               | <input type="checkbox"/> SKYLIGHT            |
| <input type="checkbox"/> DRIVEWAY                        | <input type="checkbox"/> PAINT                        | <input type="checkbox"/> SOLAR               |
| <input checked="" type="checkbox"/> EXTERIOR ALTERATIONS | <input type="checkbox"/> PATIO                        | <input type="checkbox"/> STAIRS              |
| <input type="checkbox"/> FENCE                           | <input type="checkbox"/> PIERS                        | <input type="checkbox"/> VENT                |
| <input type="checkbox"/> FLAGS / BANNERS                 | <input checked="" type="checkbox"/> PORCH             | <input type="checkbox"/> WALKWAY             |
| <input type="checkbox"/> FOUNDATION                      | <input type="checkbox"/> PORCH FAN                    | <input checked="" type="checkbox"/> WINDOWS  |
| <input type="checkbox"/> OTHER _____                     |   |  |

**Please complete this application in its entirety.**

Before submission of an application, the applicant is encouraged to review the Ocean Grove Historic District Architectural Design Guidelines for Residential Structures or Commercial Buildings and read the entire attached Information Sheet. The Guidelines are available online at [www.neptunetownship.org](http://www.neptunetownship.org). Please type or print legibly with ink.

**Incomplete applications will not be accepted.**

**REQUIRED INFORMATION:** *With each application, you are required to submit color photos of the property*, and, depending on the scope of work proposed, architectural plans or sketches, material samples, color samples, catalog cuts, or any other useful references for review. Once your application is scheduled for a meeting, you may be required to submit additional information or copies of your application and other submitted documents.

**PROPERTY IDENTIFICATION** \_\_\_\_\_

ADDRESS: 113 Inskip Avenue

BLOCK: 286 LOT: 7 QUALIFIER: HD-R1

**OWNER INFORMATION** \_\_\_\_\_

NAME(S): Walter Danley

ADDRESS: 12 Beryl Street, South River, NJ 08882

PHONE: 732-774-6900 EMAIL: abf@shorepointarch.com

**APPLICANT INFORMATION** \_\_\_\_\_

☐ Check if same as Owner

NAME(S): Andrea Fitzpatrick, Stephen J. Carlidge COMPANY: Shore Point Architecture

ADDRESS: 108 S Main St. Ocean Grove, NJ 07756

PHONE: 732-774-6900 EMAIL: abf@shorepointarch.com

APPLICANT CAPACITY – IF OTHER THAN OWNER (Check one):

☐ Lessee ☐ Agent ☒ Architect ☐ Contractor ☐ Attorney ☐ Other: \_\_\_\_\_