

**City of Cape May Historic Preservation Commission
Meeting Minutes
Monday, January 14, 2013**

Opening: The regular meeting of the City of Cape May Historic Preservation Commission was called to order by Chairperson Coupland at 6:30 PM. In Compliance with the Open Public Meetings Act, adequate notice of this meeting was provided.

PLEDGE OF ALLEGIANCE

Roll Call:

Mr. Coupland, Chairman	Present
Mr. Fontaine, Vice Chairman	Present
Mr. Carroll	Present
Mr. Clemans	Present
Mr. Cogswell	Present
Mr. Furlin	Present
Mrs. Hartman	Absent - excused
Mr. Connolly	Alt. 1 Present
Mrs. Pontin	Alt. 2 Present

Also Present: Edie Kopsitz, Secretary
Robert Fineberg, Esquire – Commission Solicitor

Absent: Deanna Fiocca, Council Liaison

Reorganization: Oath of Office for Commission Member – Warren Coupland, Corbin Cogswell, Ed Connolly, Alternate I and Bonnie Pontin, Alternate II.

Appointment of Chairperson:

Motion made by Mr. Fontaine to appoint Warren Coupland as the Chairperson to the Commission for the year 2013. Seconded by Mr. Carroll and **carried 7-0.** Those in favor: Mr. Carroll, Mr. Clemans, Mr. Cogswell, Mr. Furlin, Mr. Connolly, Mrs. Pontin and Mr. Fontaine. Those opposed: None. Those abstaining: Mr. Coupland.

Appointment of Vice Chairperson:

Motion made by Mr. Carroll to appoint Andrew Fontaine as the Vice Chairman to the Commission for the year 2013. Seconded by Mr. Clemans and **carried 7-0.** Those in favor: Mr. Carroll, Mr. Clemans, Mr. Cogswell, Mr. Furlin, Mr. Connolly, Mrs. Pontin and Mr. Coupland. Those opposed: None. Those abstaining: Mr. Fontaine.

Appointment of legal advisor/Solicitor to the Commission:

Motion made by Mr. Cogswell to appoint Robert Fineberg, Esquire as legal advisor/solicitor to the Commission for the year 2013. Seconded by Mr. Coupland and **carried 8-0.** Those in favor: Mr. Carroll, Mr. Clemans, Mr. Cogswell, Mr. Furlin, Mr. Connolly, Mrs. Pontin, Mr. Fontaine and Mr. Coupland. Those opposed: None. Those abstaining: None.

Motion made by Mr. Carroll for the approval of the Cape May Star & Wave as the Official Newspaper of the Commission for the year 2013. Seconded by Mr. Fontaine and

carried 8-0. Those in favor: Mr. Carroll, Mr. Clemans, Mr. Cogswell, Mr. Furlin, Mr. Connolly, Mrs. Pontin, Mr. Fontaine and Mr. Coupland. Those opposed: None. Those abstaining: None.

Approval of the posted/advertised meeting dates for the year 2013:

Motion made by Mr. Fontaine to approve the advertised meeting dates for the Commission for the year 2013. Seconded by Mr. Carroll **and carried 8-0** Those in favor: Mr. Carroll, Mr. Clemans, Mr. Cogswell, Mr. Furlin, Mr. Connolly, Mrs. Pontin, Mr. Fontaine and Mr. Coupland. Those opposed: None. Those abstaining: None.

Appointment of a revolving Member Review Committee:

Motion made by Mr. Furlin for a revolving Member Review committee. Seconded by Mr. Cogswell and **carried 8-0.** Those in favor: Mr. Carroll, Mr. Clemans, Mr. Cogswell, Mr. Furlin, Mr. Connolly, Mrs. Pontin, Mr. Fontaine and Mr. Coupland. Those opposed: None. Those abstaining: None.

Minutes: November 26, 2012

Motion made by Mr. Cogswell to approve the Minutes of November 26, 2012 as presented. Seconded by Mr. Carroll and **carried 7-0.** Those in favor: Mr. Carroll, Mr. Clemans, Mr. Cogswell, Mr. Furlin, Mr. Connolly, Mr. Fontaine and Mr. Coupland. Those opposed: None. Those abstaining: None.

Resolutions:

Nomination List of 533 Historic Structures (Ongoing Survey Process), Resolution #2012-46
Lynch, 714 Corgie Street, 1077/3, Contributing/HD, Resolution #2012-47
Krupinski, 629 Hughes Street, 1058/26, Contributing/HD, Resolution #2012-48

Motion made by Mr. Cogswell to approve Resolutions #2012-46, #2012-47 and #2012-48. Seconded by Mr. Fontaine and **carried 7-0.** Those in favor: Mr. Carroll, Mr. Clemans, Mr. Cogswell, Mr. Furlin, Mr. Connolly, Mr. Fontaine and Mr. Coupland. Those opposed: None. Those abstaining: None.

Applications approved in Review:

Wilhelm, 915 Kearney St, 1083/21.02 & 22, Not Rated, NIS/HD, Contributing/HD, Roofing
Koeble, 822 Corgie Street, 1090/8, Contributing/HD, HVAC Unit replacement
Thorpe, 1317 Maryland Avenue, 1149/32 & 33, Contributing/HD, Pavers
Matheny, 15 Gurney Street, 1062/10.02, Contributing/HD, Roof
Spackman, 912 Queen Street, 1092/15, Contributing/HD, HVAC Unit
Briant, 505 Jefferson Street, 1089/42, Contributing/HD, Railing replacement

Motion made by Mr. Carroll to approve the applications approved in review. Seconded by Mr. Clemans and **carried 7-0.** Those in favor: Mr. Carroll, Mr. Clemans, Mr. Cogswell, Mr. Furlin, Mr. Connolly, Mr. Fontaine and Mr. Coupland. Those opposed: None. Those abstaining: None.

BUSINESS:

**MENTZEL.....340 CONGRESS STREET
FINAL - NEW CONSTRUCTION – BLK 1026 LOT 9 (NOT IN SURVEY, NOT RATED - HD)**

Joseph Ross, Architect appearing for the owners Rita and Michael Mentzel. Mr. Ross explained they received conceptual approval on August 13, 2012 and received Zoning Board approval on November 15, 2012. He gave a brief history of the new construction that is a modest 1,930 sq.ft. two-story frame 3 bedroom single family residence with a front & rear porch with brick piers, columns and rear patio. Mr. Ross reviewed the revised plans dated November 28, 2012, A-1 1st, 2nd, landscaping sketch site plan, A-2 Front, Rear, East & West elevations, A-3 Foundation & Piling & front porch pier detail, A-4 1st, 2nd Plan (structural layout), stair & truss detail and A-5 Electrical layout 1st and 2nd Floor. He addressed the recommendation of the balusters and confirmed the balusters denoting the dimensions, craftsman style door, porch lighting, the implementation of privacy wood lattice (50/50) and the column design.

Members were positive on the application, commending Mr. Ross again for an excellent presentation and his positive demeanor regarding any request of the Commission. Members commented that the applicant should follow one design and Mr. Ross agreed to the shingle style as discussed.

Motion made by Mr. Carroll to approve the application as presented with the final introduction of shingle style on the 1st and 2nd floor elevations. Seconded by Mr. Fontaine and **carried 7-0.** Those in favor: Mr. Carroll, Mr. Clemans, Mr. Cogswell, Mr. Furlin, Mr. Connolly, Mr. Fontaine and Mr. Coupland. Those opposed: None. Those abstaining: None.

**SAPP (MARMSTER, LLC).....621 COLUMBIA AVENUE
RENOVATIONS/DEMO OF 2 CHIMNEY'S – BLK 1057 LOT 19 (CONTRIBUTING – HD)**

Michael Sheehan, General Contractor representing the owner Adam Sapp who was not present. Mr. Sheehan gave a brief history of the property that was formerly known as the Delsea Bed & Breakfast and informed the Commission that the owner will be utilizing the property as a single family dwelling. He is requesting to remove two (2) brick chimneys (not original to building), remove asbestos siding and replace with wood clapboard to match existing, replace four (4) existing windows with new all wood Jeldwen double hung, construct a new basement access on right side of building (wood construction) similar to the style biko trapdoor and HVAC unit (on roof) and ground level at rear enclosed. He reviewed plans by Kevin Young Architect dated October 18, 2012, Sheets A-1 through A-7 of the Existing & proposed 1st, 2nd, 3rd floor plans and existing & proposed front, rear and all sides elevations for the Members and described in detail the proposed requests.

Members were positive on the application commending applicant for a long overdue renovation. Recommendations were given on roofing material (regarding the metal roof overhangs) discussion was entered regarding acromax versus metal roof with Mr. Sheehan agreeing with replacement of metal roof that is structurally unsound be replaced in kind. Discussion ensued regarding the fenestration on two (2) of the windows (2nd & 3rd floor sheet A-7) with Mr. Sheehan concurring all will match (6 over 6). Removal of one door on the outside rear elevation (denoted on sheet A-6) was agreed by Mr. Sheehan.

Motion made by Mr. Clemans to approve the application as presented with the advisories and caution which consider a simulated metal roof using acromax, the window fenestration of two windows and removal of a rear door. A final plan is to be submitted to the Review Committee for approval denoting the changes requested. Seconded by Mr. Carroll and **carried 7-0.** Those in favor: Mr. Carroll, Mr. Clemans, Mr. Cogswell, Mr. Furlin, Mr. Connolly, Mr. Fontaine and Mr. Coupland. Those opposed: None. Those abstaining: None.

OPEN TO PUBLIC: The meeting was open to the public at 7:35 pm with no one coming forward the public portion was closed.

Discussion was entered regarding status of "The Design Standard's Amendments" in ordinance form by the City Solicitor Tony Monzo, Mr. Fineberg will follow up and make sure the Commission Members and Edie Kopsitz get a draft copy to peruse and make comment before forwarded to Council. Chairman Coupland requested Member Cogswell forward copies (and email) of the proposed addendum to the Standards he revised regarding Satellite, Broadband and Television Antennas to all Members, Bob Fineberg and Edie Kopsitz. Chairman Coupland requested Edie Kopsitz to contact the City Clerk regarding the Agenda date of the hearing of the adoption of 349 Survey's and first (1st) reading of the 533 Surveys to be considered for adoption.

Motion to adjourn the meeting was made by Mr. Cogswell, seconded by Mr. Clemans with all in favor at 7:45 pm.

A verbatim recording of said meeting is on file at the Construction/Zoning Office.

Respectfully submitted: Edie Kopsitz – Secretary