

**City of Cape May Planning Board Meeting Minutes**  
**Tuesday – October 11, 2011**

**Opening:** The meeting of the City of Cape May Planning Board was called to order by Chairman Bezaire, at 7:00 PM. In compliance with the Open Public Meetings Act, adequate notice was provided.

<b>Roll Call:</b>	Mr. Bezaire,	Chairperson	Present
	Mr. Shuler,	Vice Chairperson	Present
	Mayor Dr. Mahaney		Absent - <b>excused</b>
	Mr. Elwell		Present
	Mrs. Nelson		Present
	Mr. Jones		Present
	Ms. Weeks		Present
	Mr. Murray		Present
	Mr. Winkworth		Absent - <b>excused</b>
	Dr. France, 1 <sup>st</sup> Alternate		Absent - <b>excused</b>
	Mr. Briant, 2 <sup>nd</sup> Alternate		Absent - <b>excused</b>

**Also Present:** Mary L. Rothwell, Board Assistant/Zoning Officer  
Edie Kopsitz, Recording Secretary

**Absent:** George Neidig, Esquire – Board Solicitor  
Craig Hurless, PE, PP, CME Associate - Polistina & Associates

**BUSINESS:**

**Historic Preservation Commission, Survey of Historic Structures.**

Chairman Bezaire explained the procedures of the hearing of this application in detail to the Members and public. He clarified that if the Survey are supported by the Planning Board this evening the next step is for this recommendation to be forwarded to Council for acceptance. He then introduced Warren Coupland, Chairperson of the Historic Preservation Commission to come forward with his presentation.

Mr. Coupland explained in detail the process that is undertaken in pursuing the Architectural Intensive Level Surveys and the importance of maintaining the Surveys. He clarified the scope of the project indicating that the 349 properties presented are a partial compilation of the properties within the boundaries of the City of Cape May locally designated district and confirmed the total of historic buildings are 1,525. He informed members that an additional 535 properties have been surveyed and are awaiting the State of New Jersey acceptance and will be presenting them at a later date. Mr. Coupland informed the meaning of watch list status and explained what determines a Key, Contributing and Non-Contributing ratings. He also explained that three (3) Architectural Historians have been involved in this process, United Architects, McCabe and Associates and Preservation Design Partnership.

Members were positive on the presentation. All were afforded time for questions and expressed their interest regarding the Surveys, the Grant process and determination process of rating historic structures. Chairman Bezaire questioned ratings on 210 Congress Street, 1001 and 1018 Washington Street requesting Mr. Coupland to research and respond to the Zoning Board Secretary Mary Rothwell. **All members voiced their opinions for the record.**

**Meeting opened for public comments at 7:50pm with no one coming forward the public portion was closed.**

**Motion made by Mrs. Nelson that the Planning Board supports the process to generate the list of 349 structures, the recommendations derived from the process, the Historic Preservation Commission determinations and recommend the list proceeding to Council for approval. Noted are the addresses 210 Congress Street (pg. 4), 1001 Washington Street (pg. 23) and 1018 Washington Street (pg. 24) that were in question regarding their rating that must be responded on.** Seconded by Mr. Jones and **was carried 7-0.** Those in favor: Mr. Elwell, Ms. Weeks, Mr. Murray, Mrs. Nelson, Mr. Jones, Mr. Shuler and Mr. Bezaire. Those opposed: None. Those abstaining: None.

**Motion made by Mr. Murray, Seconded by Mrs. Nelson to adjourn the meeting at 8:00 PM with all in favor.**

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

**Respectfully submitted: Edie Kopsitz, Recording Secretary**

**Adopted 11/22/2011**