

CHESTERFIELD TOWNSHIP

ORDINANCE 2016-12

**AN ORDINANCE ESTABLISHING A NEW CHAPTER 123 OF
THE TOWNSHIP CODE OF THE TOWNSHIP OF
CHESTERFIELD ENTITLED "HISTORIC PRESERVATION"**

WHEREAS, the Township of Chesterfield desires to preserve its rich cultural and architectural history; and

WHEREAS, the Township Committee determines it is appropriate to establish an advisory committee to assist the Township in protecting its historic properties; and

WHEREAS, this ordinance is enacted to establish that advisory committee, identify its scope of authority and to promulgate regulations by which historic preservation will be implemented;

NOW, THEREFORE, BE IT ORDAINED AND ENACTED, by the Township Committee of the Township of Chesterfield, County of Burlington, State of New Jersey that Chapter 123 of the Code of the Township of Chesterfield, be and is hereby enacted to be entitled "Historic Preservation" and to read as follows:

§123-1. **Short Title.** This chapter shall be known and may be referred to by the short title of the Historic Preservation Ordinance of Chesterfield Township.

§123-2. **Establishment of a System of Historic Preservation Regulations.**

A. There is hereby created in and for Chesterfield Township a commission to be known as the Historic Preservation Commission, referred to in this ordinance as "the Commission."

B. In adopting this ordinance, it is the intention of the Township Committee to create an advisory board which will work with and advise the Planning Board on the effect of development applications on designated historic landmarks or improvements within a historic district. In addition, the Commission shall review all development and permit applications involving the exterior of a designated historic landmark or other physical improvement within a historic district.

C. This chapter does not require or prohibit any particular architectural style; rather, its purpose is to preserve the past by making the past compatible with and relevant to the present. To that end, new construction upon or near a landmark need not necessarily duplicate the exact style of the landmark; but it must be compatible with and not detract from the landmark.

D. The boundaries of the Chesterfield Village and Crosswicks Village National and State

Register Historic districts are separate and distinct from historic districts and landmarks that may be established according to the criteria enacted by this ordinance.

§123-3 **Intended Purposes.** These historic preservation regulations are intended to effectuate and achieve the protection, enhancement and preservation of distinctive elements of the municipality's environment or character in order:

- A. To safeguard the heritage of Chesterfield Township by preserving resources within the Township which reflect elements of its cultural, social, economic, agricultural and architectural history.
- B. To encourage the continued use of historic landmarks and to facilitate their appropriate reuse.
- C. To maintain and develop an appropriate and harmonious setting for the historic and architecturally significant buildings, structures, site objects, or districts within Chesterfield Township.
- D. To stabilize and improve property values within the districts and foster civic pride in the built environment.
- E. To promote appreciation of historic resources for education, pleasure and the welfare of the local population.
- F. To encourage beautification and private reinvestment.
- G. To manage change by preventing alteration or new construction not in keeping with the character of the districts.
- H. To discourage the unnecessary demolition of historic resources.
- I. To recognize the importance of individual historic landmarks located outside of a district by urging property owners and tenants to maintain their properties in keeping with the requirements and standards of this ordinance.
- J. To encourage the proper maintenance and preservation of historic settings and landscapes.
- K. To encourage appropriate alterations of historic landmarks.
- L. To enhance the visual and aesthetic character, diversity, continuity and interest in the town.
- M. To promote the conservation of historic sites and districts and to invite and encourage voluntary compliance.

§123-4 **Definitions.**

As used in this chapter, the following terms shall have the meanings indicated.

Addition shall mean the construction of a new improvement as part of an existing improvement when such new improvement changes the exterior architectural appearance of any landmark.

Administrative officer shall mean the person designated by the Township Committee to handle the administration of historic project review applications, as well as the coordination of building permit applications, as referenced in this chapter. The Administrative Officer may be a Member of the Commission.

Affecting a landmark or historic district shall mean any development activity which alters the exterior architectural appearance of a historic landmark or any improvement within a historic district.

Alteration shall mean any work done on any improvement which (1) is not an addition to the improvement and (2) constitutes a change by addition or replacement in the exterior architectural appearance of an improvement.

Building shall mean a structure created to shelter human activity.

Certificate of Appropriateness shall mean the certificate issued by the Administrative Officer required prior to undertaking rehabilitation, restoration, renovation, alteration, repair or demolition within an historic district or on an individually designated historic structure and its accessory buildings or structures, pursuant to this chapter. In all cases where the Planning Board has jurisdiction over an application, the Certificate shall operate as an advisory recommendation to the Board.

Demolition shall mean partial or total razing or destruction of any landmark or of any improvement within a historic district.

Disrepair shall mean the condition of being in need of repairs; a structure or building in poor condition.

Historic District shall mean a geographically definable area possessing a significant concentration, linkage or continuity of sites, buildings, structures and/or objects which viewed collectively:

- a. Represent a significant period(s) in the development of the Township, or
- b. Have a distinctive character resulting from their architectural style, or

c. Because of their distinctive character, can readily be viewed as an area or neighborhood district from surrounding portions of the Township. Resources within a historic district shall be classified as either key, contributing, or noncontributing, which are defined as:

- i. “Key” shall mean any buildings, structures, sites or objects which, due to their significance, would individually qualify for landmark status.
- ii. “Contributing” shall mean any buildings, structures, sites or objects which are integral components of the historic district, either because they date from a time period for which the district is significant, or because they represent an architectural type, period, or method for which the district is significant.
- iii. Non-contributing shall mean any buildings, structures, sites or objects which are not integral components of the historic district because they neither date from a time period for which the district is significant, nor represent an architectural type, period, or method for which the district is significant.
- iv. Historic landmark(s) shall mean: any buildings, structures, sites, objects or districts which possess integrity of location, design, setting, materials, workmanship, and association and which have been determined pursuant to the terms of this ordinance to be:
 - a. Of particular historic significance to Chesterfield Township by reflecting or exemplifying the broad cultural, political, economic, agricultural or social history of the nation, state or community, or
 - b. Associated with the historic personages important in national, state or local history, or
 - c. The site of a historic event which had a significant effect on the development of the nation, state or community, or
 - d. An embodiment of the distinctive characteristics of a type, period, or method of architecture or engineering, or
 - e. Representative of the work or works of a locally, regionally or nationally important builder, designer, artist or architect, or
 - f. Significant for containing elements of design, detail, materials or craftsmanship which represent a significant innovation, or
 - g. Able or likely to yield information important in pre-history or history

Historical District Map shall mean a map of the Township depicting the appropriate tax block and lots contained within the Historic District, and which shall be marked to identify the location of designated historic landmarks, historic landmark sites and historic districts.

Historic Preservation Commission shall mean the advisory body appointed by the Township Committee under the authority of N.J.S.A. 40A:63-7(d), but, for the purposes of this chapter, performs the duties of a historic preservation commission as identified in N.J.S.A. 40:55D-1 et seq.

Improvement shall mean any structure or any part thereof installed upon real property by human endeavor and intended to be kept at the location of such construction or installation for a period of not less than 120 continuous days.

Minor Application shall mean any application for a Certificate of Appropriateness which (a) does not involve the demolition or removal of a landmark or building within the district or construction of an addition to a building, or construction of a new structure in an historic district; or (b) will not substantially affect the building's, structure's or district's landmark designation.

Major Application shall mean any application for a Certificate of Appropriateness which (a) does not qualify as a Minor Application.

Ordinary maintenance shall mean repairing any deterioration, wear or damage to a structure or any part thereof, in order to return the same as nearly as practicable to its condition prior to the occurrence of such deterioration, wear or damage. Ordinary maintenance shall further include replacement of exterior elements or accessory hardware, including signs using the same materials having the same appearance.

Object shall mean a thing of functional, aesthetic, cultural, historic, or scientific value that may be by nature of design, movable yet related to a Specific Setting or environment

Repair shall mean any work done on any improvement which:

- a. Is not an addition to the improvement; and
- b. Does not change the exterior architectural appearance of any improvement.

Replacement shall mean the act or process of replicating any historic or architecturally defining exterior architectural feature with the same materials (or with materials that satisfactorily simulate the appearance of the original) in order to substitute for a feature that has been deteriorated or extensively damaged.

Removal shall mean to partially or completely cause a structure or a portion of a structure to change to another location, position, station or residence.

Restoration shall mean the act or process of accurately depicting the form, features and character of an historic property as it appeared at a particular period of time by means of the

removal of features inappropriate to that period and the reconstruction of missing but appropriate features. The limited and sensitive upgrading of mechanical, electrical and plumbing systems and other code-required work to make properties functional is appropriate within the scope of restoration activities.

Site shall mean the place where a significant event or pattern of events occurred. It may be the location of pre-historic or historic occupations or activities that may be marked by physical remains, or it may be the symbolic focus of a significant event or pattern of events that may not have been actively occupied. A site may also be the location of a ruined building, structure, or object if the location itself possesses historic, cultural, or archeological significance.

Structure shall mean any man made work arranged in a definite pattern of organization.

§123-5. **Application of provisions.** The following regulations shall apply to all landmarks in a district and to any other historic resources which are designated in accordance with the procedures outlined in §123-9.

§123-6. **Permitted uses.** All uses permitted for a historic landmark or for structures within a historic district shall be those designated by the Township zoning ordinance. Such uses shall not be altered by further designation as a historic district.

§123-7. **Area and height regulations.** The maximum building height, minimum lot size, maximum coverage, etc. shall be as provided in the zoning chapter for the respective zones, except that the planning board may grant variances and waivers from such regulations where necessary to preserve historic characteristics.

§123-8. **Historic Preservation Commission.**

- A. The Historic Preservation Commission shall consist of five members and two alternates who shall serve without compensation, except that Commission Members shall be reimbursed for reasonable and necessary expenses incurred in the performance of official business, including attendance at annual training sessions and/or programs that relate to historic preservation within the guidelines of the budget established by the Township Committee for the Commission.
- B. The Commission positions shall be filled by people who are interested in and qualified to contribute to the preservation of historic buildings, structures, sites, objects, and districts. The Commission shall represent the following categories:

Class A - persons who are knowledgeable in building design and construction or in architectural history.

Class B - persons who are knowledgeable or have a demonstrated interest in local history.

Class C - persons who are residents of the town and who hold no other municipal office, position or employment except for membership on the planning board.

There shall be at least one member from each Class A and B; these members may reside outside of the municipality. In making these appointments, the Governing Body will seek to fill the Commission with a cross-section of representation which will balance local interests and professional expertise. Although not required by law, it is the preference of the Township Committee that Class A and Class B membership also be filled with residents from the municipality.

- C. Commission members shall be appointed by the Township Committee and shall serve for four year terms, except that of the first members appointed one member shall serve for one year, two members shall serve for two years, and two other members shall serve for three years. The alternate members (Alternate #1 and Alternate #2) shall initially serve for a two year and one year term respectively and then for two year terms. All regular members may, at the expiration of their terms, be eligible for appointment to four year terms. Vacancies shall be filled only for the balance of the unexpired term.
- D. The Commission shall adopt internal rules and procedures for the transaction of its business, subject to the following:
1. The Commission may elect from its members a chairman and a vice chairman.
 2. A quorum for the transaction of all business shall be three Members.
 3. Although commission minutes and records are public records pursuant to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq. The Commission may designate or elect a secretary (who need not be a member of the Commission who shall keep minutes and records of all meetings and proceedings, determinations, and decisions. All such material shall be filed with the Township Clerk and Planning Board Administrative Officer.
 4. Commission meetings shall be scheduled at least once every month, or as often as required to fulfill its obligations to advise the Planning Board and/or Township Committee.
 5. No Commission Member shall be permitted to act on any matter in which he has either directly or indirectly any personal or financial interest.
 6. The Township Attorney shall serve as the attorney to the Commission. The Attorney shall not be required to attend meetings unless requested by the Chairperson or the Township Committee to attend. The Attorney shall be compensated through a contractual agreement with the Township which may include establishment of an escrow with the applicant to pay for such costs when services are rendered.

7. A member of the Chesterfield Township Committee shall be designated as liaison between the Historic Preservation Commission and the Township Committee.

E. The Historic Preservation Commission shall be responsible:

1. To review historic survey material and, if necessary, to update said material at least every other year to incorporate any newly acquired historical documentation and to reflect changes to a resource's integrity or condition;
2. To recommend to the Planning Board and the Township Committee any additional sites to be designated as historic landmarks in accordance with the procedures established in §123-9;
3. To conduct research on and, if necessary, to nominate any additional significant resources to the state and national register of historic places. If the town is certified under the state's certified local government (CLG) program, the Commission shall, in accordance with the state's CLG guidelines, review and comment on all state and national register nominations for historic resources within Chesterfield Township;
4. To advise the Planning Board on how development and zoning applications affect historic landmarks in accordance with the procedure established in §123-11;
5. To review all proposed actions, including those involving building permit applications, which affect the exterior architectural appearance of historic landmarks or improvements within a historic district; to advise the Planning Board on the approval of said requests in accordance with the procedures established in §123-12;
6. To review all proposed actions and applications for actions affecting the exterior architectural appearance of a historic landmark or an improvement within a historic district and to make recommendations to the planning board in accordance with the criteria outlined in §123-13;
7. To assist other public bodies in aiding the public in understanding historic resources' significance and methods of preservation;
8. To advise the Township Committee on the relative merits of proposals involving public lands to restore, preserve and protect historical buildings, places and structures, including the preparation of a long range plan; therefore securing state, federal and other grants in aid to assist therein and monitoring such projects once underway;
9. To secure the voluntary assistance of the public and (within the limits of the budget allocations established by the Township Committee for the Historic Preservation Commission's operation) to retain consultants and experts and incur expenses to assist the Historic Preservation Commission in its work;
10. To cooperate with local, county, state or national historic societies, governmental bodies and organizations to maximize their contributions to the intent and purposes of this chapter;

11. To request the Township Committee or its designated agent to seek, on its own motion or otherwise, injunctive relief for violations of this chapter or other actions contrary to the intent and purposes of this chapter;
12. To advise and assist the Planning Board during the preparation and/or update of the historic preservation plan element of the master plan;
13. To prepare and distribute a historic district guideline handbook to be utilized for application reviews and foster appropriate rehabilitation within the historic districts;
14. To consult with Chesterfield Township's Historical Society on all matters pertaining to the protection of the town's historic resources;
15. To advise and assist property owners and other persons and groups including neighborhood organizations who are interested in historic preservation;
16. To undertake educational programs, including the preparation of publications aimed at stimulating interest in and sensitivity to historic preservation;
17. To report at least annually to the Township Committee on the state of historic preservation in the town and recommend measures to improve same;
18. To collect and disseminate material on the importance of historic preservation and techniques for achieving same;
19. To advise all municipal agencies regarding goals and techniques of historic preservation;
20. To adopt and promulgate such regulations and procedures not inconsistent with this chapter as are necessary and proper for the effective and efficient performance of the duties herein assigned;
21. To perform any other lawful activities which shall be deemed necessary to further the purposes of this chapter.

§123-9. Designation of Historic Landmarks, Historic Districts.

- A. The Commission shall consider for landmark designation any buildings, structures, objects, sites and districts within the township which merit landmark designation and protection, possessing integrity of location, design, setting, materials, workmanship or association and being:
1. Of particular historic significance to Chesterfield Township by reflecting or exemplifying the broad cultural, political, economic, agricultural or social history of the nation, state, or community, or
 2. Associated with historic personages important in national, state, or local history, or
 3. The site of a historic event which had a significant effect on the development of the nation, state, or community, or
 4. An embodiment of the distinctive characteristics of a type, period, or method of architecture or engineering, or
 5. Representative of the work of an important builder, designer, artist or architect, or

6. Significant for containing elements of design, detail, materials, or craftsmanship which represent a significant innovation, or

7. Able or likely to yield information important in pre-history or history.

- B. Based on its review or upon the recommendation of other municipal bodies or of concerned citizens, the Commission may make a list of additional landmarks recommended for designation. For each landmark, there shall be a brief description of the landmark, of the landmark's significance pursuant to the criteria in §123-9A, a description of the Chesterfield Township Historic Preservation Ordinance, the landmark's location and boundaries, photographs and map siting the landmark. The Commission shall, by certified mail:
1. Notify each owner that his property is being considered for historic landmark designation and the reasons therefore;
 2. Advise each owner of the significance and consequences of such designation, and advise him of his opportunities and rights to challenge or contest such designation;
 3. Notify each owner of the public meeting to be held in accordance with §123-9C.
- C. The list of potential additional landmarks as well as the description, significance, location, boundaries, and map siting of each shall be subject to review at a commission public hearing. At least ten days before such a hearing, a preliminary list and a map showing proposed additional landmarks shall be published, together with notice of the hearing in an official newspaper of the municipality. At the hearing, interested persons shall be entitled to present their opinions, suggestions and objections on the proposed recommendations for landmark designation. The Commission shall then prepare a concise report, including a list and a map of its recommendations for sites to be designated as local landmarks. Copies of the report shall be delivered to the Township Committee, the Planning Board and the municipal clerk, and a notice of the action published by the Commission secretary in an official newspaper of the municipality. The published notice shall state the Commission's recommendations and also that final designation shall be made by the Township Committee at a public meeting specified on a date not less than 15 nor more than 45 days from the date of publication. The Township Committee shall then consider the designation list and map, and may approve, reject, or modify same by ordinance. Once adopted, the designation list and map may be amended in the same manner it was adopted. Upon adoption, the designation list and map shall also be incorporated by reference into the municipal master plan and zoning ordinance, as required by the Municipal Land Use Law.
- D. Copies of the designation list and Historic District Map as adopted shall be made public and distributed to all municipal agencies reviewing development applications and building permits. A certificate of designation shall be served by certified and regular mail upon each owner included on the list, and a true copy thereof shall be filed with the county clerk for recording in the same manner as a certificate of lien upon real property.

§123-10. Actions Requiring and Not Requiring Review by the Historic Preservation Commission and/or Planning Board.

A. HPC Review Required. All permits and development applications involving activities that affect a historic landmark or an improvement within a historic district shall be reviewed by the Commission prior to the issuance of any construction, zoning, or other permits, except as set forth in §123-10B. Such review shall be required for the following actions:

1. Demolition of a historic landmark or of an improvement within a historic district;
2. Relocation of any improvement within a historic district or of any historic landmark;
3. All changes in the exterior architectural appearance of any improvement within a historic district or of any historic landmark by addition, alteration or replacement;
4. Any new construction of an improvement in a historic district;
5. Site plans or subdivisions affecting a historic landmark or an improvement within a historic district;
6. Zoning variances affecting a historic landmark or an improvement within a historic district. In making a recommendation on an application, the Commission shall endeavor to balance the legitimate needs of the applicant with the goals of this ordinance in making its recommendations. Before an applicant formally submits his plans, he may bring same to the Commission for informal review and comment.

B. Review by the Commission is not required:

1. When a historic landmark requires immediate emergency repair to preserve the continued habitability of the landmark and/or the health and safety of its occupants or others. Emergency repairs may be performed in accordance with applicable codes, without the necessity of first obtaining the Commission's review. Under such circumstances, the repairs performed shall only be such that are necessary to maintain the habitability of the structure. A request for the Commission's review shall be made as soon as possible and no additional work shall be performed upon the structure until an appropriate request for approval is made and obtained in accordance with the procedures set forth in this chapter. All work done under this section shall conform to the criteria set forth in §123-13 and the guidelines for review of applications as adopted by the planning board in accordance with §123-8.
2. For changes to the interior of structures;

C. Review and Approval by Commission only (and not Planning Board)

For ordinary repairs and maintenance which do not constitute a change to the appearance of the structure including:

- a. Installation of storm windows that are compatible with the architectural period or design of the subject structure;
- b. Maintenance and repair of existing roof material, involving no change in the design, scale, material or appearance of the structure;
- c. Replacement in kind of existing shingles, clapboards, or other siding maintaining the architectural integrity of the structure;
- d. Maintenance and repair of existing shingles, clapboards or other siding, using the same materials as that being repaired or maintained;
- e. Repairs to existing signs, shutters, outdoor displays, fences, hedges, street furniture, awnings, off-street driveway and parking materials, and sidewalks using the same materials for those items noted above being repaired.

§123-11. Procedures for the Commission's Review of Development and Zoning Applications.

- A. For all applications presented to the planning board and which affect a historic landmark or an improvement within a historic district, the property owner shall submit a historic landmark project review application to the Planning Board along with the request for the Board's approval. Such an application shall pertain solely to the proposed site review or zoning request. If building permits are required, these actions will be reviewed separately by the Commission in accordance with the procedures outlined in §123-12.
- B. The planning board will forward to the Commission a complete set of all application materials, as well as the historic landmark project review application. The Commission shall be allowed at least 14 days from the day it receives a complete application to prepare its recommendations to the Planning Board. Said recommendations shall be in the form of a written report which will be forwarded to the Planning Board.
- C. The Commission's recommendation shall focus on how the proposed undertaking would affect a landmark's historic or architectural significance as outlined in §123-4. In considering the Commission's recommendations, the Planning Board shall be guided by the review criteria established in §123-13.

§123-12. Procedure for the Commission's Review of Building Permits and Alterations.

A Applications for Demolition. Upon receipt of an application for a demolition permit, the Construction Code Officer shall immediately refer same to the Commission for comment.

- 1. The Commission shall first consider whether preservation of the historic landmark in place is feasible or, failing that option, whether preservation of the historic landmark at another location is feasible and practical. In determining whether

preservation of the historic landmark in place is feasible, the following factors shall be considered:

- a. Its importance to the municipality and the extent to which its historical or architectural value is such that its removal would be detrimental to the public interest.
- b. Its status with regard to the New Jersey and National Registers of Historic Places; i.e., whether it is individually listed or eligible to be listed; whether it is a part of a Registered or eligible historic district, and whether, within that district, it is a key, contributing or non-contributing building.
- c. The extent to which it is of such old, unusual or uncommon design, craftsmanship, texture or material that it could not be reproduced or could be reproduced only with difficulty.
- d. The extent to which its retention would promote the general welfare by maintaining and increasing real estate values, generating business, creating new jobs, attracting tourists, students, writers, historians, artists and artisans, attracting new residents, encouraging study and interest and studying architecture and design, educating citizens in American culture and heritage or making the municipality a more attractive and desirable place in which to live.
- e. The probable impact of its removal upon the ambience of the historic district, if it is within a historic district.
- f. Whether the site contains any extant archaeological resources.
- g. Whether the historic landmark represents the last or best remaining example of its kind in the township that possesses research potential or public education values.
- h. Whether the historic landmark can be preserved by protecting its location from disturbance.
- i. Whether redesign of the development proposal to avoid impact can result in the preservation of the building or structure in question.
- j. The historic, architectural, aesthetic and social significance of the structure or building and/or importance and uniqueness to the township and the extant archaeological resources.
- k. Whether protective measures will result in the long term preservation of the historic landmark.

1. Whether the steps necessary to preserve the historic landmark are feasible and practical.

B. In the event that the Commission determines that preventing demolition is not feasible and recommends that the demolition of a listed or contributing historic landmark be approved, the Commission shall be allowed to invoke the procedures set forth in Section 123-15(C).

§123-13. Procedures for the Review of Site Plans, Subdivisions and Variance Applications.

A. In conjunction with all applications presented to the Planning Board for site plan, subdivision or variance approval(s) that relate to land, buildings or structures within the established historic districts or for any buildings, structures, sites or objects designated as a historic landmark pursuant to this Ordinance, an applicant shall also submit a copy of such application to the Historic Preservation Commission for review. Such an application shall solely pertain to the proposed development review.

B. The application shall be scheduled for review by the Historic Preservation Commission at its next regular scheduled meeting, and preferably before it is scheduled to be heard by the Planning Board. Upon completion of its review, the Commission shall forward a report of its findings to the Planning Board recommending an approval (with or without conditions) or recommending denial. The recommendations shall be in the form of a written report conveyed to the Planning Board. The report shall also set forth the reasons for the specific recommendations based upon the criteria contained in this Ordinance and also the Guidelines of the Secretary of the Interior.

C. The Historic Preservation Commission may provide its advice through the Commission's delegation of one of its members or staff to testify orally at the hearing on the application and to explain any technical comments or recommendations as outlined in the written report.

D. The Commission's recommendations shall focus on how the proposed undertaking would affect a landmark's historic or architectural significance, and shall be guided by the documents submitted by the applicant, the standards and design criteria for review of applications established in this ordinance, and the Guidelines of the Secretary of the Interior.

E. The Planning Board shall not take action on any development application request affecting a historic landmark or an improvement within a designated historic district without first reviewing and giving significant weight and consideration to the Commission's recommendations. In considering the Commission's recommendations, the Planning Board shall also be guided by the review criteria established by this ordinance and the Guidelines of the Secretary of the Interior.

§123-14. Criteria for Review of Applications. In reviewing an application for its effect on a historic landmark or an improvement within a historic district, the following criteria shall be used by the Historic Preservation Commission and the planning board. In addition, in

interpreting and applying the standards and criteria set forth herein, the Commission shall be guided by the principles of the current version of the Secretary of Interior Standards for Rehabilitation and the Secretary of Interior Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring and Reconstructing Historic Buildings. The criteria set forth in §123-14A relate to all projects affecting a historic landmark or an improvement within a historic district. The criteria set forth in §§123-14B through 14E relate to specific types of undertakings and shall be used in addition to the general criteria set forth in §123-14A.

A. In regard to all applications affecting a historic landmark or an improvement within a historic district, the following factors shall be considered:

1. The impact of the proposed change on the historic and architectural significance of the landmark or the historic district.
2. The landmark's importance to the municipality and the extent to which its historic or architectural interest would be adversely affected to the detriment of the public interest.
3. The use of any structure involved.
4. The extent to which the proposed action would adversely affect the public's view of a landmark or structure within a historic district from a public right of way.
5. If the application deals with a structure within a historic district, the impact the proposed change would have on the district's architectural or historic significance and the structure's visual compatibility with the buildings, places and structures to which it would be visually related in terms of the visual compatibility factors set forth herein.
6. Rhythm of Entrance and /or Porch projections. The relationship of entrance and porch projections to the street shall be visually compatible with buildings and places to which it is visually related.
7. Roof Shape. The roof shape of a building shall be visually compatible with buildings and places to which it is visually related.
8. Scale of Building. The size of a building, the mass of a building in relationship to open spaces, the windows, door openings, porches and balconies shall be visually compatible with buildings and places to which it is visually related.
9. Directional Expression of Front Elevation. A building shall be visually compatible with buildings and places to which it is visually

related in its directional character, whether this be vertical character, horizontal character, or non-directional character.

B. In regard to an application for new construction, alterations, additions, or replacement affecting a historic landmark or an improvement within a historic district, the following factors shall be considered:

1. Height. The height of the proposed building shall be visually compatible with adjacent buildings.
2. Proportion of the building's front facade. The relationship of the width of the building to the height of the front elevations shall be visually compatible with buildings and places to which it is visually related.
3. Proportion of openings within the facility. The relationship of the width of windows to the height of windows in a building shall be visually compatible with buildings and places to which it is visually related.
4. Rhythm of spacing of buildings on streets. The relationship of the building to the open space between it and adjoining buildings shall be visually compatible with buildings and places to which it is visually related.
5. Rhythm of solids to voids on facades fronting on public places. The relationship of solids to voids in such facades of a building shall be visually compatible with buildings and places to which it is visually related.
6. Rhythm of entrance and/or porch projections. The relationship of entrance and porch projections to the street shall be visually compatible with buildings and places to which it is visually related.
7. Roof shape. The roof shape of a building shall be visually compatible with buildings and places to which it is visually related.
8. Scale of building. The size of a building, the mass of a building in relationship to open spaces, the windows, door openings, porches and balconies shall be visually compatible with buildings and places to which it is visually related.
9. Directional expression of front elevation. A building shall be visually compatible with buildings and places to which it is visually related in its directional character, whether this be vertical character, horizontal character, or non-directional character.

10. Rehabilitation: Supplemental design guidelines which should be considered in evaluating the appropriateness of changes to a historic landmark or within a historic district are as follows:

- a. Relationship of materials, texture and color. The relationship of materials, texture and color of the facade and roof of a building shall be visually compatible with the predominant materials used in the building to which it is visually related.
- b. Walls of continuity. Appurtenances of a building such as walls, open type fencing, ever- greens, landscape masses shall form cohesive walls of enclosure along a street to the extent necessary to maintain visual compatibility of the main building with the buildings and places to which it is visually related.
- c. Exterior features. A structure's related exterior features such as lighting, fences, signs, sidewalks, driveways, and parking areas shall be compatible with the features of those structures to which it is visually related, and shall be appropriate for the historic period for which the structure is significant. New signage shall also abide by any supplemental historic design graphic standards that may be developed by the commission for the district. It is not the intent of this chapter to discourage contemporary architectural expression or to encourage new construction which emulates existing buildings of historic or architectural interest or of a certain period or architectural style; but rather to preserve the integrity and authenticity of the historic preservation districts and to ensure the compatibility of new structures therein.
- d. In regard to an application to demolish a historic landmark or any improvement within a historic district, the following matters shall be considered:
 - [1] Its historic, architectural, cultural or scenic significance in relation to the criteria established in §123-4.
 - [2] If it is within a historic district, the significance of the structure in relation to the historic character of the district and the probable impact of its removal on the district.
 - [3] Its potential for use for those purposes currently permitted by the zoning ordinance.
 - [4] Its structural condition and the economic feasibility of alternatives to the proposal.

- [5] Its importance to the municipality and the extent to which its historical or architectural value is such that its removal would be detrimental to the public interest.
- [6] The extent to which it is of such old, unusual or uncommon design, craftsmanship, texture or material that it could be reproduced only with great difficulty and expense.
- [7] The extent to which its retention would promote the general welfare by maintaining and increasing the real estate values, generating business, attracting tourists, attracting new residents, stimulating interest and study in architecture and design, or making the municipality an attractive and desirable place in which to live.
- [8] If it is within a historic district, the probable impact of its removal upon the ambiance of the historic district.

e. In regard to an application to move any historic landmark or to move any structure within a historic district, the following matters shall be considered:

- [1] The historic loss to the site of original location and the historic district as a whole.
- [2] The reasons for not retaining the landmark or structure at its present site.
- [3] The compatibility, nature and character of the current and of the proposed surrounding areas as they relate to the protection of interest and values referred to in this chapter.
- [4] If the proposed new location is within a district, visual compatibility factors as set forth in §123-14B.
- [5] The probability of significant damage to the landmark or structure itself.
- [6] If it is to be removed from Chesterfield Township, the proximity of the proposed new location to the town, including the accessibility to the residents of the town and other citizens.

§123-15. Effect of Project Approval, Denial, Appeal.

A. Approval by the construction official or planning board in accordance with the procedures in §§123-11 and 12 shall be deemed to be final approval pursuant to this chapter. Such approval shall neither cause nor prevent the filing of any collateral application or other proceeding required by any other municipal ordinance to be made prior to undertaking the action requested concerning the landmark or improvement in a historic district.

B. Denial of approval for a development application or of a building permit shall be deemed to bar the applicant from undertaking the activity which would affect the landmark or improvement in a historic district which was the subject of the denied application.

C. The planning board, upon affirmative vote of a majority of its full membership, may postpone demolition of a landmark for up to four (4) months, with the right to extend said postponement for an additional four (4) months, if needed and warranted. The Commission and the planning board may utilize this time period to consult with the Burlington County Historical Society, the New Jersey Department of Environmental protection or other similarly qualified organizations to ascertain how the town may preserve the building and/or the premises. The commission shall be empowered to assist the owner in developing plans to preserve the structure when moving or demolition thereof would be a great loss to the town. When an applicant wishes to demolish a landmark, a building or structure on a landmark site, or a building or structure in a historic district, the commission shall negotiate with the applicant to see if an alternative to demolition can be found. No municipal official shall issue a demolition permit for a landmark without review from the commission and planning board approval. If it determines to postpone demolition, the planning board may request that the township committee initiate such actions as may lead to the preservation of the premises within the four (4) month (or extended) hiatus. In its review of an application to demolish a site, the commission may require the applicant to prepare a financial analysis which may include any or all of the following:

1. Amount paid for the property, date of purchase, and party from whom purchased including a description of the relationship, whether business or familial, if any, between the owner and the person from whom the property was purchased.
2. Assessed value of the land and improvements thereon according to the most recent assessment.
3. For depreciable properties, a pro forma financial statement prepared by an accountant or broker of record.
4. All appraisals obtained by the owner in connection with his purchase or financing of the property, or during his ownership of the property.
5. Bona fide offer of the property for sale or rent, price asked and offered received, if any.
6. Any consideration by the owner as to profitable, adaptive uses for the property. The commission shall study the question of economic hardship for the applicant and shall determine whether the site or the property in the historic district can be put to reasonable beneficial use without the approval of the demolition application. In the case of an income producing building, the

commission shall also determine whether the applicant can obtain a reasonable return from his existing building. The commission may ask applicants for additional information to be used in making these determinations. Prior to the issuance of a demolition permit, the planning board may require the applicant to provide documentation of the resource proposed for demolition. Such documentation may include photographs, floor plans, measured drawings, an archeological survey, and any other comparable form of documentation stipulated by the commission. During the demolition, either members of the commission or Burlington County, historical society shall be present to save, protect, and/or receive valuable parts of the building. There shall be an ability on the part of the commission to conduct a dig at the site, if necessary. The site shall be properly restored after demolition, to include grading and landscaping.

D. The granting or denial of approval for a building permit by the construction official may be appealed in the same manner as if the appeal were taken pursuant to N.J.S.A. 40:55D-72 from any action by the administrative officer.

§123-16. Penalties.

A. Any person who shall undertake an activity which would cause a change in the exterior architectural appearance of any historic landmark by addition, alteration, or replacement without first obtaining the approval of the Historic Preservation Commission shall be deemed to be in violation of this chapter.

B. Upon learning of the violation, the zoning officer shall personally serve upon the owner of the lot whereon the violation is occurring a notice describing the violation in detail and giving the owner ten days to abate the violation by restoring the landmark or improvement to the condition it was in prior to the violation occurring. If the owner cannot be personally served within the municipality with the said notice, a copy shall be posted on the site and a copy sent to the owner at his last known address as it appears on the municipal tax rolls.

C. In the event that the violation is not abated within ten days of service or posting on site, whichever is earlier, the zoning officer shall cause to be issued a summons and complaint, returnable to the municipal court, charging violation of this chapter and specifying the wrongful conduct of the violator. Each separate day the violation exists shall be deemed to be a new and separate violation of this chapter.

D. The penalty for violation shall be as follows:

1. For each day up to ten days, not more than \$100.00 per day.
2. For each day from 11 days to 25 days, not more than \$150.00 per day.
3. For each day beyond 25 days, not more than \$200.00 per day.

E. If any person shall undertake an activity which would cause a change in the exterior architectural appearance of any improvement within a historic district or of any historic landmark by addition, alteration, or replacement without first obtaining the approval of the Historic Preservation Commission, he shall be required to immediately stop the activity, apply for approval, and take any necessary measures to preserve the landmarks affected, pending a decision. If the project is denied, he shall immediately restore the landmark to its pre-activity status. The zoning officer is hereby authorized to seek injunctive relief regarding a stop action on restoration in the Superior Court, Chancery Division, not less than ten days after the delivery of notice pursuant to §123-16B hereof. Such injunctive relief shall be in addition to the penalties authorized under §123-16D hereof.

F. In the event that any action which would permanently affect a historic landmark or historic district or a demolition to remove the landmark is about to occur without approval having been issued, the zoning officer is empowered to apply to the Superior Court of New Jersey for injunctive relief as is necessary to prevent such actions.

G. The Historic Preservation Commission secretary, in the absence of the zoning officer or at such other times as may be permitted by law or as directed by the town manager, shall perform all of the duties of the zoning officer that were granted to said officer by this chapter.

§123-17. General.

A. No duties or powers of the Commission shall supersede or infringe on the powers of other municipal statutory boards or bodies.

B. If any section or provision hereof shall be adjudged invalid, such determination shall not affect the other provisions hereof which shall remain in full force and effect to the extent of such conflict or inconsistency, provided not otherwise required by law.

C. All ordinances and provisions thereof inconsistent or conflicting with the provisions of this chapter are hereby repealed to the extent of such conflict or inconsistency, provided not otherwise required by law.

D. Repealer. Any and all Ordinances inconsistent with the terms of this Ordinance are hereby repealed to the extent of any such inconsistencies.

E. Effective Date. This Ordinance shall take effect upon proper passage in accordance with the law.

CHESTERFIELD TOWNSHIP COMMITTEE

Introduced: September 8, 2016

Adopted: October 27, 2016