

TOWNSHIP COMMITTEE WORKSHOP MEETING – DECEMBER 12, 2016 – 5:00 P.M.

Mayor McMillan calls the workshop meeting to order at 5:00 p.m. and asks the Clerk to call the roll:

<u>ROLL CALL</u>	<u>PRESENT/ABSENT</u>
Dr. Michael Brantley	_____
Robert Lane, Jr.	_____
Carol Rizzo	_____
Nicholas Williams	_____
Kevin B. McMillan	_____

Also present: Vito D. Gadaleta, Business Administrator; Michael J. Bascom, Chief Financial Officer; Gene Anthony, Township Attorney; and Richard J. Cuttrell, Municipal Clerk.

Mayor McMillan announces that the notice requirements of R.S. 10:4-18 have been satisfied by the publication of the required advertisement in The Coaster and the Asbury Park Press on January 7, 2016, a revised notice published on December 1, 2016, posting the notices on the Board in the Municipal Complex, and filing a copy of said notices with the Municipal Clerk.

ITEMS FOR DISCUSSION IN OPEN SESSION

1. Discussion – Goals and objectives for 2017.
2. Discussion – Confirm date for 2017 Neptune Day (recommendation is September 16th).
3. Discussion – Seaview Island lighting project.
4. Presentation – Report IT application.
5. Review Committee calendars/update on outstanding issues and capital items.
- Various on-going capital improvement projects.

Res. # 16-481 – Authorize an Executive Session as authorized by the Open Public Meetings Act.

Offered by: _____ Seconded by: _____

Vote: Brantley, _____; Lane, _____; Rizzo, _____; Williams, _____; McMillan, _____.

TOWNSHIP COMMITTEE MEETING – DECEMBER 12, 2016 – 7:00 P.M.

Mayor McMillan calls the meeting to order and asks the Clerk to call the roll:

<u>ROLL CALL</u>	<u>PRESENT/ABSENT</u>
Dr. Michael Brantley	_____
Robert Lane, Jr.	_____
Carol Rizzo	_____
Nicholas Williams	_____
Kevin B. McMillan	_____

Also present at the dais: Vito D. Gadaleta, Business Administrator; Michael J. Bascom, Chief Financial Officer; Gene Anthony, Township Attorney; and Richard J. Cuttrel, Municipal Clerk.

Silent Prayer and Flag Salute

The Clerk states, "Fire exits are located in the rear of the room and to my right. In the event of a fire, you will be notified by fire alarm and/or public address system, then proceed to the nearest smoke-free exit."

Mayor McMillan announces that the notice requirements of R.S. 10:4-18 have been satisfied by the publication of the required advertisement in The Coaster and the Asbury Park Press on January 7, 2016 posting the notice on the Board in the Municipal Complex, and filing a copy of said notice with the Municipal Clerk. In addition, the meeting agenda, resolutions and ordinances are posted online at www.neptunetownship.org.

APPROVAL OF MINUTES

Motion offered by _____, seconded by _____, to approve the minutes of the meeting held on November 28th.

RECOGNITION OF RETIRING TOWNSHIP EMPLOYEE

The Mayor and Committee will recognize Wayne Rode who retired as Director of the Public Works Department after 34 years of service.

COMMENTS FROM THE DAIS

Comments from the Dais regarding business on this agenda or any reports on recent events in their respective departments.

MAYOR'S YOUTH CABINET

Member of the Mayor's Youth Cabinet will address the Township Committee.

PUBLIC COMMENTS ON RESOLUTIONS

Public comments regarding resolutions presented on this agenda only. The public will be permitted one visit to the microphone with a limit of five minutes.

ORDINANCES

For each ordinance with a public hearing, the public is permitted one visit to the microphone with a limit of five minutes.

ORDINANCE NO. 16-40 – An ordinance to amend Volume I, Chapter XII, of the Code of the Township of Neptune by amending Section 12-5.2, entitled, “Definitions relative to abandoned property, actions concerning repair, closing or demolition, and relating to this ordinance” and Section 12-5.8, entitled, “Requirements of owners and in some cases lienholders of vacant property” and Section 12-5.9, entitled, “Administration” and Section 12-5.12, entitled, “Effect on Uniform Construction Code” - Final Reading

Explanatory Statement: This ordinance authorizes amendments to the vacant and abandoned property ordinance including amending the definition of “vacant property”, removing the requirement for an insurance rider for coverage of demolition costs, and removing the requirement that all insurance name the Township as a party to the insurance policy.

Public Hearing:

Offered by: _____ Seconded by: _____

Vote: Brantley, _____; Lane, _____; Rizzo, _____; Williams, _____; McMillan, _____.

ORDINANCE NO. 16-41 – An ordinance to amend Volume I, Chapter VII, Section 7-7.3 of the Code of the Township of Neptune by amending the snow emergency side of certain streets - Final Reading

Explanatory Statement: This ordinance amends the snow emergency side of the street for Central Avenue (south of Broadway), Fletcher Lake Drive, and Ocean Avenue to reflect the side of the street not adjacent to dwellings.

Public Hearing:

Offered by: _____ Seconded by: _____

Vote: Brantley, _____; Lane, _____; Rizzo, _____; Williams, _____; McMillan, _____.

ORDINANCE NO. 16-43 – An ordinance to amend Volume I, Chapter IV, Section 4-30.4 of the Code of the Township of Neptune creating rent control, protective tenancy and Rent Leveling Board – Final Reading

Explanatory Statement: This ordinance amends the Rent Control Ordinance by further specifying the requirements of a Hardship Application by a landlord.

Public Hearing:

Offered by: _____ Seconded by: _____

Vote: Brantley, _____; Lane, _____; Rizzo, _____; Williams, _____; McMillan, _____.

ORDINANCE NO. 16-44 – An ordinance to amend Volume I, Chapter VII of the Code of the Township of Neptune by adding resident handicapped on-street parking zones on Pitman Avenue and 7th Avenue - Final Reading

Explanatory Statement: This ordinance authorizes resident only handicapped parking zones in front of 48 Pitman Avenue and 1323 7th Avenue.

Public Hearing:

Offered by:_____ Seconded by:_____

Vote: Brantley, _____; Lane, _____; Rizzo, _____; Williams, _____; McMillan, _____.

ORDINANCE NO. 16-45 – An ordinance amending and supplementing the Land Development Ordinance of the Township of Neptune by amending Section 508, entitled, “Historic Preservation Design Guidelines” - First Reading

Explanatory Statement: This ordinance amends and adopts the “Ocean Grove Historic District Architectural Design Guidelines for Residential Structures”

Offered by:_____ Seconded by:_____

Vote: Brantley, _____; Lane, _____; Rizzo, _____; Williams, _____; McMillan, _____.

ORDINANCE NO. 16-46 – An ordinance creating and setting the salary range for new job titles and amending the salary ranges for all other existing job titles of the Township of Neptune and repealing all parts of previous ordinances inconsistent herewith - First Reading

Explanatory Statement: This ordinance creates the job titles of full-time Jailer, full-time Agent and part-time Special Law Enforcement Officer Class II/School Resource Officer and amends the salary ranges for all other existing job titles.

Offered by:_____ Seconded by:_____

Vote: Brantley, _____; Lane, _____; Rizzo, _____; Williams, _____; McMillan, _____.

ORDINANCE NO. 16-47 – An ordinance amending and supplementing the Land Development Ordinance of the Township of Neptune by amending Section 1010, entitled, “Plot Plans and As-Built Survey” and Section 1012, entitled, “Zoning Permits” - First Reading

Explanatory Statement: This ordinance amends the requirements and exemptions for submission of plot plans and as-built surveys and clarifies submission of Lot Grading and Elevation Plans to the Township Engineer.

Offered by:_____ Seconded by:_____

Vote: Brantley, _____; Lane, _____; Rizzo, _____; Williams, _____; McMillan, _____.

ORDINANCE NO. 16-48 – An ordinance to amend Volume I, Chapter VII of the Code of the Township of Neptune by reconfiguring the stop intersection at North Riverside Drive and Westwood Place. - First Reading

Explanatory Statement: This ordinance reconfigures the stop intersection at North Riverside Drive and Westwood Place by placing a stop sign on North Riverside Drive facing southbound traffic.

Offered by:_____ Seconded by:_____

Vote: Brantley, _____; Lane, _____; Rizzo, _____; Williams, _____; McMillan, _____.

The Public Hearings on Ordinances 16-45 through 16-48 will be held on Thursday, December 22nd.

CONSENT AGENDA

Res. # 16-482 – Accept the resignation of Jamie Lee Walkley as a part-time Safety Officer.

Res. # 16-483 – Place lien on various properties.

Res. # 16-484 – Authorize the execution of a Subordination Agreement in connection with a UDAG mortgage granted to New York Concourse, LLC.

Res. # 16-485 – Authorize entry into a Joint Purchasing System Agreement.

Res. # 16-486 – Rescind bid award and reject all bids for Sunshine Village Park Improvements.

Res. # 16-487 – Extend offer of employment for the position of School Crossing Guard.

Res. # 16-488 – Authorize the transfer of 2016 budget appropriations.

CONSENT AGENDA Offered by:_____ Seconded by:_____

Vote: Brantley, _____; Lane, _____; Rizzo, _____; Williams, _____; McMillan, _____.

Res. # 16-489 – Award bid for West Lake Avenue Streetscape Improvements – Phase II.

Offered by:_____ Seconded by:_____

Vote: Brantley, _____; Lane, _____; Rizzo, _____; Williams, _____; McMillan, _____.

Res. # 16-490 – Reclassify employee to the position of Director of Public Works and designate applicable stipend positions to employees currently in the Department of Public Works.

Offered by:_____ Seconded by:_____

Vote: Brantley, _____; Lane, _____; Rizzo, _____; Williams, _____; McMillan, _____.

Res. # 16-491 – Authorize the execution of Successor Collective Bargaining Agreements for Township bargaining units.

Offered by:_____ Seconded by:_____

Vote: Brantley, _____; Lane, _____; Rizzo, _____; Williams, _____; McMillan, _____.

Res. # 16-492 – Authorize payment of bills.

Offered by:_____ Seconded by:_____

Vote: Brantley, _____; Lane, _____; Rizzo, _____; Williams, _____; McMillan, _____.

PRIVILEGE OF THE FLOOR/PUBLIC COMMENTS

Members of the public may address any concern relating to the Township. The public will be permitted one visit to the microphone with a limit of five minutes.

ADJOURNMENT

ORDINANCE NO. 16-45

AN ORDINANCE AMENDING AND SUPPLEMENTING THE LAND DEVELOPMENT ORDINANCE OF THE TOWNSHIP OF NEPTUNE BY AMENDING SECTION 508, ENTITLED, "HISTORIC PRESERVATION DESIGN GUIDELINES"

WHEREAS, the Historic Preservation Design Guidelines have needed amendment from time to time based on changed circumstances,

NOW THEREFORE, BE IT ORDAINED by the Township Committee of the Township of Neptune in the County of Monmouth in the State of New Jersey that the Land Development Ordinance, Volume II Section 508, entitled, "Historic Preservation Design Guidelines" is hereby amended as follows:

§508 – Historic Preservation Design Guidelines.

- c. The Design Criteria in Guidelines: The aforesaid Guidelines, also known as the "Ocean Grove Historic District Architectural Design Guidelines for Residential Structures" are hereby adopted as an integral part of this Ordinance and incorporated in the Ordinance by reference to the Guidelines available as part of this Ordinance for review in the Clerk's Office of Neptune Township. Future amendments to the Guidelines, where minor in nature; that is, not amending the entire Guideline document, may be amended by Resolution with all dates of amendments noted in the Guideline document.

All Ordinances or parts of Ordinances that are inconsistent herewith are repealed, but only to the extent of such inconsistency.

The amended Ordinance shall become effective immediately upon its passage and the publication as required by law.

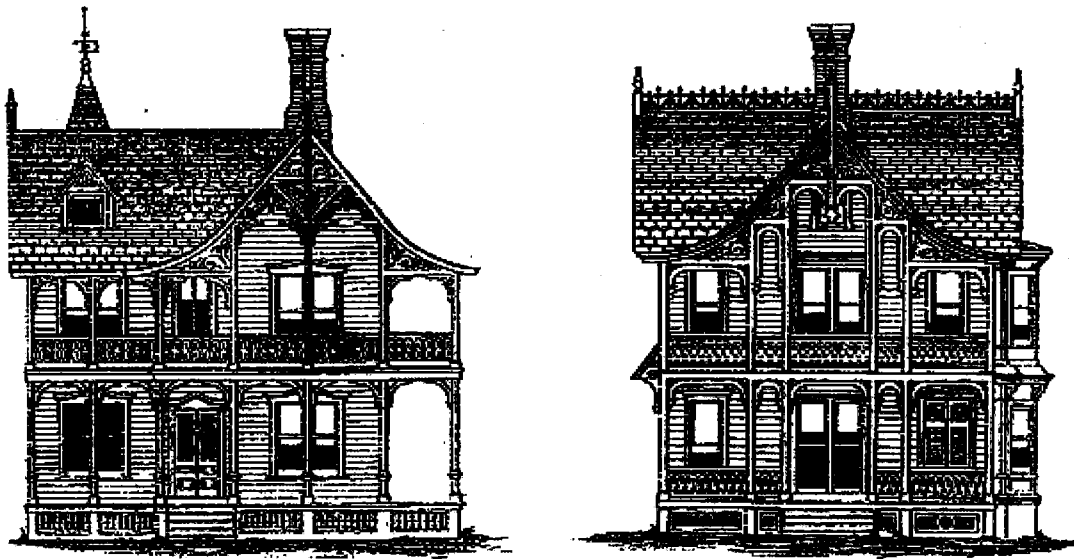
APPROVED ON FIRST READING:

APPROVED, PASSED, AND ADOPTED:

Richard J. Cuttrell,
Municipal Clerk

Kevin B. McMillan,
Mayor

Ocean Grove Historic District
Architectural Design Guidelines
For
Residential Structures



Prepared for:
The Township of Neptune
Neptune, New Jersey

Prepared by:
The Historic Preservation Commission
Of Neptune Township

October 2016

The Resolution from the Township Committee that **Accepts and Endorses** these revised guidelines goes here.

Ocean Grove Residential Structures – Design Guidelines

I. Design Guidelines Statement of Purpose and Applicability

A. Statement of Purpose

Ocean Grove’s Historic District is a unique and valued architectural asset and national treasure. The Objectives of **Ocean Grove Historic District - Architectural Design Guidelines for Residential Structures** are to preserve the historic architectural integrity, craftsmanship and heritage of the **Nationally Designated Historic District** and encourage architectural solutions which will “*Recapture the Spirit of Ocean Grove*”.

The Historic Preservation Commission acts as an advisory body to the Township Committee, Planning Board and Zoning Board of Adjustment to help residents in Neptune Township’s historic district.

The Historic District of Ocean Grove is defined as the entire area within the boundaries that is legally known as Ocean Grove. This includes all structures, grounds and amenities within those boundaries.

The **Purpose** of the **Ocean Grove Historic District - Architectural Design Guidelines for Residential Structures** is to expand upon Section 507 “Historic District Streetscape Design Standards” and Section 508 “Historic Preservation Design Guidelines” of the Neptune Township Land Use Ordinance. It is intended to assist residential property owners and reviewing authorities with a single reference which addresses various façade design considerations and parameters for all proposed architectural improvements and façade treatments.

The **Ocean Grove Historic District - Architectural Design Guidelines for Residential Structures** are also based on **The Secretary of the Interior’s Standards for the Treatment of Historic Properties**. Rooted in over 120 years of preservation ethics in both Europe and American, **The Secretary of the Interior’s Standards for the Treatment of Historic Properties** are common sense principles in non-technical language. They were developed to help protect our nation’s irreplaceable cultural resources by promoting consistent preservation practices. For further information, see Addendum B.

The Design Guidelines are intended to serve as the basis for review, decision making and approvals of architectural façade design and to define the significant elements of a building’s appearance and establish standards for preserving and enhancing those elements.

The Design Guidelines address repairs, restorations, renovations, alterations, additions, and maintenance to existing historic building façades, as well as design parameters for all proposed new construction within the Historic District in order to retain the aesthetic integrity of the community.

The Design Guidelines, as outlined within this handbook, provide architectural examples, details and standards which serve as a guide to residential building property owners in the

implementation of all exterior façade improvements associated with all exterior building repairs, restorations, renovations, additions, new construction, or maintenance, but do not regulate the Owner's or Occupant's selection of interior design, floor plan, finishes and materials.

The Design Guidelines were set forth to include a variety of appropriate and historically acceptable building façade treatment and design options and suggestions which may be referenced during the design process.

B. Applicability

Exterior work performed on any existing or proposed single family, townhouse, multi-family residential, religious or recreational structure façade within the **Ocean Grove Historic District** is subject to and must comply with the standards and intent of **Ocean Grove Historic District Design Guidelines for Residential Structures**, *hereafter referenced as The Design Guidelines*.

Residential structures include all single and multi-family dwellings, all cottages, condominiums, commercial buildings with upper floor(s), or shared residential uses, including all hotels, bed and breakfasts, and inns and other residentially occupied building types. Seasonal Camp Meeting fabric tent structures are exempt from the standards and requirements of **The Design Guidelines**; however, the permanent portions of the tent structures are not exempt and must comply with all design requirements and preservation considerations.

For commercial structures, please refer to the **Ocean Grove Historic District Guidelines for Commercial Structures** for additional information. Exterior building work on commercial properties requires HPC approval.

The applicability of said design guidelines shall only be applicable to any portion of the structure that fronts on the street. Side and rear facades of structures that are do not front on a street shall not be subject to the Guidelines with the following exceptions:

- All four facades of structures fronting on Ocean Pathway, Ocean Avenue and Main Avenue are subject to the Guidelines.

Ocean Grove Residential Structures – Design Guidelines

II. The Historic Preservation Commission (HPC)

A. History

In 1976, Ocean Grove was listed as a Historic District on the New Jersey and National **Registers of Historic Places**.

In 1980, the Township of Neptune adopted an historic preservation ordinance designating Ocean Grove as a local historic district with a **Board of Architectural Review (BAR)** by approving Articles IX – Historic Preservation Provisions and Procedures – Section 900 through Section 914.

In 1983, **The Design Guidelines** for Neptune’s BAR were adopted. **The Design Guidelines** were revised in 1989 and again in 2004

In order to better reflect its role, the BAR was renamed the **Historic Preservation Commission** or HPC.

The **HPC** acts in an advisory capacity to the **Planning Board** and the **Zoning Board of Adjustment** for Neptune Township, and has final authority in the review of all projects not requiring approval of either of those boards. For those applications not requiring either a Planning or Zoning Board of Adjustment approval the HPC will review the architectural design elements and make a determination for a Certificate of Appropriateness.

B. HPC Functions and Duties

Simple repair and maintenance projects, such as re-painting of the structure’s exterior in the same color(s) or from the approved list of “Historical Colors” for purposes of maintenance, may be issued a ***Certificate of Appropriateness*** by the Administrative Officer upon an administrative review of the proposed plan.

All renovations, alterations, reconstructions and new construction projects require the applicant to check with ***Zoning and Construction Departments*** for necessary permits consistent with the Ordinance.

Upon demonstration of compliance with **The Design Guidelines**, the HPC and/or Administrative Officer will issue a ***Certificate of Appropriateness***.

C. Determining Compliance

The **HPC** will review the application for compliance with:

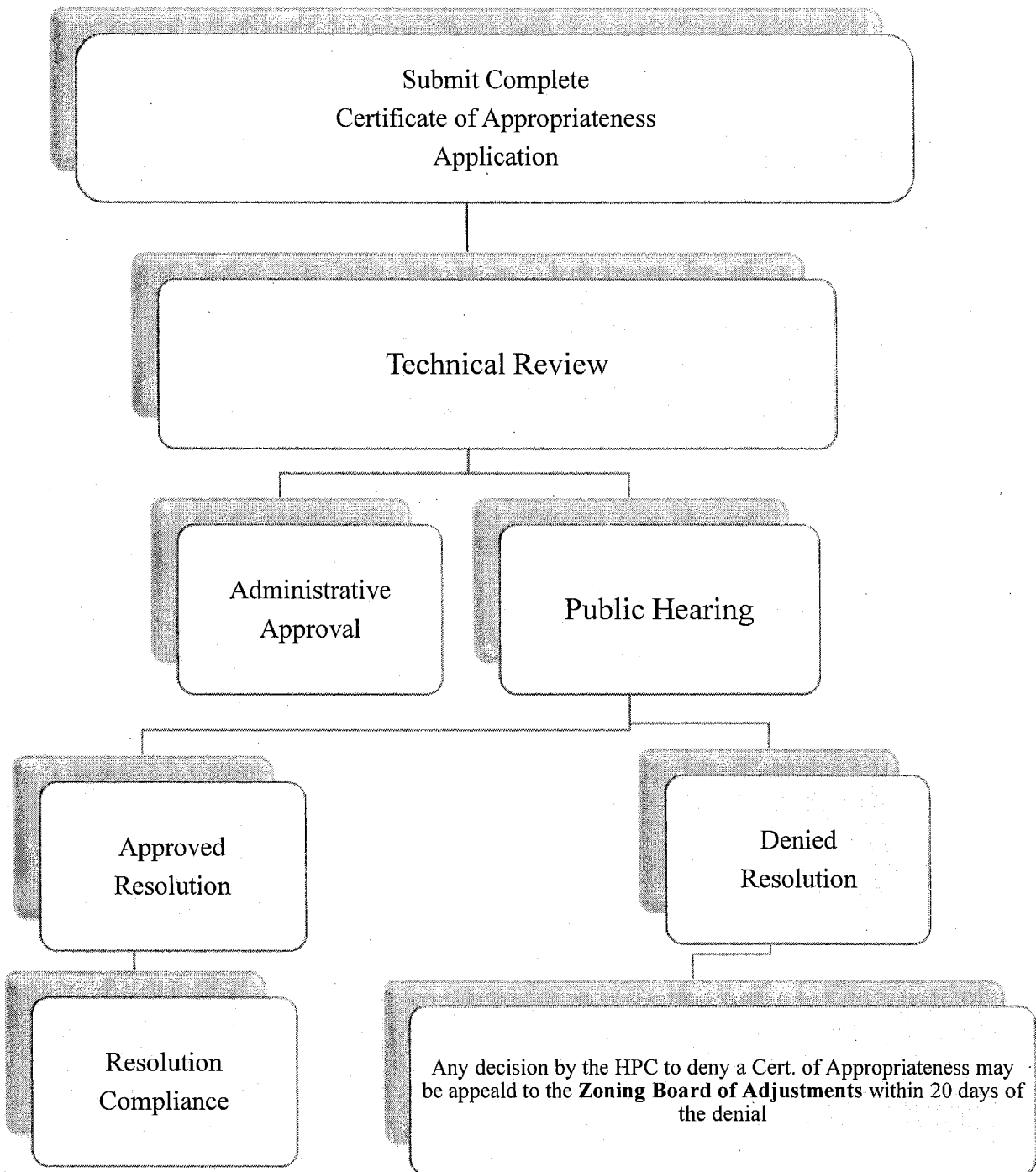
1. The Design Guidelines.
2. Original Architectural Style: How well the proposed work conforms to the building's original architectural style and choice of appropriate colors, material and ornamentation.
3. New Construction and Relocation : The HPC will also consider the mass, proportions, architectural style, and relationship to the size and scale of the proposed building and/or the structure's surroundings.
4. Demolition: Requests for demolition will be heard on a case-by-case basis and merits of each request will be considered. Refer to Section 907 of the Neptune Township Ordinance for Requirements for Demolition in the addendum section of the guidelines.

D. Certificate of Appropriateness and Resolution

The Certificate of Appropriateness: Once an application is approved by the **HPC and/or the Administrative Officer** and all required information is provided and completed, the applicant will be provided with the *Certificate of Appropriateness* from the **HPC and/or Administrative Officer** within 10 calendar days of the approval meeting date. The *Certificate of Appropriateness* will be memorialized by resolution at the subsequent HPC meeting. If the resolution maintains conditions to be met, said conditions must be completed prior to the issuance of a *Certificate of Appropriateness*.

Deviation from the Approved Plan: Any deviation from the approved plan will render the *Certificate of Appropriateness* null and void. Changes will require a new application be submitted and must be approved by the **HPC and/or the Administrative Officer**.

Any changes made during the HPC review process will have to reapply for a new zoning approval.



1. *Application*

Applicants can apply for a *Certificate of Appropriateness* at the Historic Preservation Office of the Township of Neptune or on the web at www.neptunetownship.org

All new multi and single family construction, renovation, alteration and proposed addition will require drawing prepared at a scale of not less than ¼" to 1'0" and signed and sealed by a licensed Architect in the State of New Jersey.

2. *Technical Review*

Applicants will receive a technical review by a subcommittee of the **HPC** who review the application and determine if all design requirements have been met at which time the application will be approved or recommend the application be evaluated by two or more members of the **HPC** for a conceptual pre-application planning session.

3. *Public Hearing*

Following the Technical Review, the applicant will be provided with a public hearing date before the **HPC** at the Neptune Township Municipal Building

4. *Attendance*

The Applicant and/or representative attendees including by not limited to an Architect, Contractor or Attorney may accompany the Applicant. Authorized representatives can present the application on behalf of the applicant with permission of the applicant. Written authorization must be presented giving the appointed representative the ability to make decisions on behalf of the owner.

If the application is determined to be a minor application, attendance is not required at the HPC meeting.

5. *Approvals and Denials*

At the conclusion of the public hearing the HPC would either approve or deny the application. Should the HPC approve an application, a Resolution will be memorialized at the subsequent public hearing, documenting a *Certificate of Appropriateness* for the proposed work. Said Certificate of Appropriateness must be obtained from the HPC prior to the procurement of a *Construction Permit* and/or commencement of any work.

Denial: The denial of an application for a *Certificate of Appropriateness* will be deemed to preclude the applicant from undertaking the activity requested.

Any decision by the HPC to deny a *Certificate of Appropriateness* or a demolition permit may be appealed to the **Zoning Board of Adjustment** within 20 days of the denial.

6. *Emergency Repairs*

If emergency repairs as determined by the Neptune Township Construction Official are required, the HPC needs to be immediately contracted via the Secretary at the Township of Neptune office. The Applicant can then make the necessary repairs and subsequently submit the necessary applications within ten days as determined by the Administrative Officer

Ocean Grove Residential Structures – Design Guidelines

III. Ocean Grove’s Historic Architectural Periods and Styles

Architectural styles commonly found in Ocean Grove Historic District include Bungalow Cottage, Italianate, Stick Style, Gothic and its variations, Queen Anne, Eastlake, American Four-Square, Georgian, Craftsman and Colonial Revival Styles as well various other Pattern Book Victorians. All of these styles are within the defined bounds of the “**Victorian Era of Architecture**”. Much of the architecture in Ocean Grove may be characterized as a “**Vernacular**” style, or more specifically a “**Seaside Vernacular**”.

The “**Vernacular**” style, traditionally built by local artisans or craftsmen, is actually a mixture of architectural styles which can be found within a given geographical or cultural area. The “**Vernacular**” style structures were often either simplified or combined other styles and sometimes borrowed elements from various architectural periods. For the purposes of these Guidelines the appropriate Vernacular will be the style of homes that were built in Ocean Grove during the years of 1870 to 1930.

In an attempt to better define the architectural eras of Ocean Grove, one must recognize that by designation as a historic district, essentially *all structures are deemed significant regardless of age or style*.

The delineated Flare area and its historical importance to the **Ocean Grove Historic District** and as such shall be preserved in its existing configuration. **Proposed improvements shall NOT infringe upon the delineated “Flare**

The “Flare” is a widening of the Avenues to the sea, between Ocean Avenue and Central Avenue, and is a unique and rare example of urban planning. The “Flare” area is a separate parcel of land which is owned by the Ocean Grove Camp Meeting Association and is not a part to the lot holders leased areas adjoining the “Flare”.

The residential structures, however, may be categorized as to historic significance in four major classifications:

A. Key Structures

Includes those dwellings originally constructed between the 1880s and 1910. Those consist primarily of Eastlake, Gothic Revival, Italianate, Stick Style, Queen Anne, and Early Summer Cottage Vernacular styles.

B. Contributing Structures

Includes those dwellings originally constructed between the 1910 and 1941 consisting primarily of Colonial Revival, Shingle Style, American Four-Square, Bungalow/Craftsman and other Late Pattern Book Victorian.

C. Supporting Structures

Includes those dwellings constructed after 1941 to date which sensitively replicate, emulate or complement the historic styles of the Victorian Era or the basic form and detail of the historic dwellings which preceded them.

D. Other Structures

Includes those dwellings constructed after 1941. These may not specifically contribute to the overall historic styles or craftsmanship of its preceding historic dwellings.

Key and contributing structures are most carefully scrutinized during the HPC review process.

Overall, the many fine examples and expressive variations from both the late 19th Century Victorian and early 20th Century architectural eras make Ocean Grove a very special place with a wealth in architectural inspiration and interest.

Examples of historic period prototypes and various Key and Contributing dwelling styles follow in **Section VI. Illustrations of Appropriate Architectural Treatments and Styles.**

Ocean Grove Residential Structures – Design Guidelines

IV. Residential Architectural Design Guidelines Overview

The Design Guidelines, which follow in **Section V**, are intended to assist in the determination of appropriate architectural treatments within the Ocean Grove Historic District.

In brief, **The Design Guidelines** set forth the following:

1. The intent of the guidelines is to **repair, restore or reconstruct**, in that order, rather than being replaced with alternate or modern-day siding or surfacing materials. Applicants must demonstrate an attempt to uncover original materials, however should it not be possible to restore original materials, applicants shall be required to provide suitable alternatives. Replacement of materials in kind is permitted.

2. All architectural treatments applied to existing structures must reflect the **form and intent** of the historic design.

Ocean Grove Residential Structures – Design Guidelines

V. Architectural Design Guidelines

The following Design Guidelines are intended to assist in the architectural design for the preservation, maintenance, repair, restoration, rehabilitation, renovation and new construction.

A. Exterior Sidings, Finishes, Facings, and Materials

In order to preserve the unique features found within Ocean Grove, the removal, replacement, layering, or covering of the original or historic wood siding cladding our structures is strongly discouraged on those facades fronting on the street. Removal of historic siding/cladding must only be considered when repair or restoration is not possible due to documented extensive deterioration. The the use of wood siding is recommended. The types of wood siding most commonly found in Ocean Grove include smooth clapboard, dutch lap, board and batten, and individual cut shakes.

In considering the exterior façade of each structure, only wood or fiber cement product such as Hardie will be approved on those façades facing a public street or Right-of-Way. Vinyl or aluminum siding or any by-product, polymer or synthetic derivative will not be approved for installation on any front façade of any street or any façade of a structure which fronts any street or right-of-way.

The cladding or overlaying of existing siding with vinyl siding or other polymer or synthetic materials is discouraged and will require specific approval by the HPC.

Cladding of window and door surrounds and trim with aluminum, vinyl or any by-product, polymer and synthetic is not permitted. Cladding or enclosure of overhangs is strongly discouraged by the HPC. Open and expressed overhang details, rafters and rafter tails, common to the various architectural periods, are strongly encouraged.

Prior to the HPC granting a Certificate of Appropriateness to remove or replace any current exterior siding, especially any wood siding:

1. The Applicant will be asked to demonstrate and document the present condition of the exterior siding to be removed or replaced. This will include specific and detailed photographic evidence which clearly document the condition of the siding, testimony or report by a professional relative to the condition of the siding, and any other evidence which the Applicant may choose to submit to demonstrate the current condition and need for replacement.
2. The Applicant will remove representative sections of the exterior siding to expose any covered siding on the structure. Representative section will include each floor level,

peaks, bays, towers, and other sections as determined. This will include specific and detailed photographic evidence which clearly documents the condition of the siding, testimony or reports by a professional relative to the condition of the siding, and any other evidence which the Applicant may choose to submit to demonstrate the current condition and need for replacement.

3. The Applicant will be required to undertake rehabilitation or restoration as opposed to replacement if the uncovered siding is capable of rehabilitation.

Should a determination be made that the exterior siding be replaced, the Applicant will be permitted to replace the exterior siding in such locations as specifically approved by the HPC. The proposed replacement siding must match the original or historic siding in design, texture, application, and style. In the event no historic record of existing siding is found to determine the original or historic siding style and form, the selection of siding will be determined by the HPC. In arriving at the siding style, the HPC will review these guidelines and consider similar structures in the Historic District. Nothing will prevent the Applicant from submitting evidence in support of a specific style of siding. The HPC reserves the right to conduct a site visit to inspect the exterior siding or any siding uncovered by the Applicant prior to any determination.

Applicants seeking approval for exterior wall treatments of all residential structures within Ocean Grove or structures undergoing repair, restoration, renovation, alteration addition, or proposed new construction must follow these steps:

1. First, make every effort to repair or restore all existing wood siding. Where siding has been layered or covered by aluminum, vinyl or other synthetic material, a demonstrated effort must be made in the discovery of the condition of any original or historic siding or facing materials prior to the approval of any new siding. In accordance with the provisions set forth herein, the Applicant may remove or encapsulate asbestos shingles with the approval of the HPC.
2. Replicate and replace the existing form and dimensions of the siding, where determined to be deteriorated or missing. Replacement wood siding materials must match the original or historic version. Replacement with vinyl, vinyl by-products, polymer, or synthetic material will only be considered in accordance with this section and only if the material is of a historically appropriate width and dimension. Acceptable synthetic materials currently include vinyl and cement fiber shingles or boards.
3. Retain proper clearance dimensions between sill boards, corner boards, cornices, and crown moldings at windows and other trim. Layering of siding is not permitted except as provided herein. Profile of new siding material **must be** within the face of all such trim.
4. Retain, re-instate or incorporate appropriate corner board details in all siding and shingle applications.
5. Avoid covering or capping of window surrounds with aluminum or vinyl.

6. Avoid any use of synthetic siding with simulated wood grain in either re-siding or new construction applications.
7. Avoid any work which obscures, removes or otherwise encases existing cornices, decorative brackets, ornamental overhangs, fascia, or soffits.
8. Address re-pointing of all existing masonry joints where mortar has deteriorated or fallen away.
9. Re-set any removed architectural ornament from the existing building or structure upon completion of siding repair or replacement.
10. Avoid all use of exterior synthetic wall panels, long spans of vinyl or wood clapboard siding, painted or stained T-111 vertical grooved plywood panels.

The introduction of new brick, stone or stucco as a cladding material is not appropriate.

1. Fiber Cement Siding

Fiber cement product such as Hardi which meet the criteria below can also be approved. The HPC recognizes that advances in modern technology will continue to lead to the development and availability of new non-wood products which the HPC will review and approve or reject on a case-by-case basis. The granting of a Certificate of Appropriateness to use non-wood siding products will be evaluated on compliance with the following criteria:

1. The proposed material must have the appearance of wood once installed or applied to the structure.
2. The proposed material must have the capability of being milled, sawn, or routed into individual pieces that match or replicate their wood equivalents in dimension and shape.
3. The proposed material must be paintable or be capable of producing a finish that matches its wood equivalent.
4. The proposed material must be applied to the structure in the same manner as its wood equivalent is applied. Regarding fiber cement shingles specifically, only individually cut shingles will be approved. Shingles manufactured and applied in a run or course will not be approved as they do not effectively replicate historic conditions.

2. Vinyl Siding

The HPC will consider the use of smooth vinyl siding only on a case-by-case basis and under the following circumstances:

1. Is discouraged for a key structure.

2. Will be considered if the proposed application involves a new structure or one which is determined to be a “contributing structure”, a “supporting structure”, or an “other structure” as defined in these guidelines.
3. The proposed vinyl cladding will not be installed on any front façade or any other side or rear façade which directly fronts or faces a public street or pathway.
4. Prior to installation of smooth vinyl on an existing structure, the Applicant will present a proposed sample which must replicate or reproduce the original type and style of the façade to the fullest extent possible.
5. Any siding approved must comply with any size and specifications approved by the HPC including, but not limited to, the proposed color, texture, style, and dimension of the siding.
6. All “J” channels must be hidden behind window and door surrounds.
7. Sheets of stamped shingles or shakes will not be approved.
8. Covering or capping of window or door surrounds with vinyl will not be approved.

3. *Asbestos Shingles*

Where asbestos shingles exists, the asbestos siding may be removed and disposed of by qualified professionals. It is strongly recommended that the Applicant speak to the Construction Code Official or a qualified expert to ensure compliance will all state and local regulations relative to removal and disposal.

B. Doors

The size, shape and location of the door and its aesthetic relationship must be proportionate to the dwelling’s scale and be historically correct. This is very important.

The retention of original or introduction of new transoms or arched windows over door ways must be appropriate to the structure and architectural style and period.

Specifically, the door or doors, of a residential structure undergoing repair, restoration, renovation, alteration, addition or proposed as new, must:

1. Retain the original size and shape of the doorway, and preserve or reconstitute the design of transoms, fanlights, sidelights, related pilasters, entablatures, hardware and trim. Double leaf doors are acceptable where application is appropriate.
2. Retain the original or historic front door location. The need to relocate any entry door will be reviewed on a case-by-case basis.

3. Avoid change of existing or historic door opening where practicable to accommodate new or stock door size.
4. Retain or replicate the panel and glazing configuration of the door design as per the original or otherwise determined to be historically appropriate.
5. Reflect historic proportions of arched or squared headers.
6. Avoid use of doors featuring modern and artificial glazing patterns including full glass all sliding glass doors, and doors commonly found in suburban sub-divisions with contemporary glazing patterns. For those doors located on the façade fronting on the public right of way.
7. Be fabricated of hardwood, or other solid core wood. Metal or vinyl clad doors with a solid paint color will be considered but are discouraged. Natural wood finish doors are preferred.
8. Mitered corners in trim applications are discouraged. Door trim and surrounds may be ornamented, grooved or be of simple design. Door trim and surrounds must be painted wood or synthetic polymer type materials which accurately replicate appropriate wood trim detail. All door surrounds must harmonize with exterior trim and window surrounds.
9. Unfinished aluminum or anodized aluminum doors are discouraged.
10. Colonial style doors, generally with six or more recessed or raised panels or with cross buck pattern or an "x" shaped panel trim are discouraged
11. Solid doors facing the street are discouraged. Doors that are less than 50% glass are not acceptable in these locations.
12. Sliding glass doors which are not historically appropriate and therefore not acceptable for those doors facing a public right of way. Hinged double leaf or traditional French wood doors will be considered where application is architecturally appropriate.
13. Clip on muntins, door grilles or grids are discouraged. True divided light door assemblies are preferred. Simulated divided light (SDL) door glazing pane assemblies are acceptable.
14. Where a garage currently exists, a garage door that is "Carriage House" in type and design and may be overhead, swing or folding type. "Carriage House" garage doors utilizing solid wood panels or narrow vertical tongue and groove wood facing are preferred.

"Carriage House" garage doors may be fabricated with either decorative cross board supports or be of raised panel designs. The garage doors may also feature true divided lights where natural light or visibility into the garage is required.

15. The use of modern day unfinished aluminum storm/screen doors is discouraged. Acceptable storm/screen doors should be Victorian style with decorative elements common to that era, or be of plain wood door frame construction with insect screen inserts.

Screen door frames should follow the general design and disposition of the inner door to the extent feasible and be constructed of either wood with natural finish, wood with painted finish or other material appropriately replicating period style screen doors.

Color coordination of screen doors with window trim and sash is always preferred.

C. Windows

The window, by definition, includes the window frame, sash, glazing, decorative glass, panes, sills, heads, moldings, exterior shutters and associated window hardware.

The late 19th Century and early 20th Century buildings feature a wide variety of window configurations both in residential and commercial building types; however, most prominent is the double-hung window. Double-hung windows are rectangular or low-profile arched top sash with combined sash configurations of either 2/2 (*two over two*), 1/1 (*one over one*), 2/1 (*two over one*), or other multi-paned Victorian style glazing patterns.

Casements, jalousie or other sash combinations such as 12/12 (*twelve over twelve*), 6/2 (*six over two*) or 8/4 (*eight over four*), bow and composite picture windows are discouraged.

As to **The Design Guidelines** specifics, windows in residential buildings or structures undergoing repair, restoration, renovation, alteration, addition or proposed as new, must:

1. Demonstrate that an effort has been made to repair and restore all windows and the associated components. If replacement is necessary the replacement must be consistent with the original or historic design and time period. Applicants must document the age, style and condition of any window considered for replacement.
2. Retain existing window locations in existing structures where practicable.
3. Retain the original or historic size and shape of all existing window frame and sash especially on the front facing façades where practicable. Approval may be given to sill-height alterations on a case-by-case basis.
4. Preserve or reconstitute window transoms, associated hardware and trim where practicable.
5. Retain or replicate the glazing configuration(s) as per the original or otherwise determined to be historically appropriate.

6. The installation of windows including contemporary casements, hopper, greenhouse window boxes, all variations of jalousie, and picture windows is discouraged. The use of casement windows may be acceptable in order to meet egress requirements and thus will be considered on a case-by-case basis.
7. Clip on muntins, window grilles or grids is discouraged. True divided light window pane assemblies are preferred. Simulated divided light window pane assemblies are acceptable.
8. Design and position new windows to reflect historic patterns that complement adjacent dwellings.
9. Fabricate all replacement or new windows in historic proportions where practicable. Windows must be manufactured in wood but could be clad in either metal or vinyl as an Owner's choice.
10. Unfinished or anodized finished aluminum windows, frames, trim and hardware is discouraged.
11. The use of modern window types and glazing patterns is discouraged.
12. The use of unfinished aluminum storm/screen windows solutions is discouraged. Acceptable storm/screen windows are to be Victorian style with decorative elements common to that era. Storm/screen frames must follow the general design and disposition of the inner window sash. Screen frames may be as fabricated of either metal with matching window color painted finish.
13. Window trim:
 - The HPC strongly discourages the removal, replacement or covering of original or historic window trim. Replacement should only be considered when repair or restoration is not possible due to documented deterioration.
 - Window trim selection must reflect the style and period of the structure.
 - Window trim must be proportionate to the window as well as the structure.
 - Window trim must be applied in a traditional manner. The use of mitered corners is discouraged. Horizontal trim members must slightly extend beyond the vertical members and be butt jointed to the verticals.
 - Window trim traditionally project forward of the structure's siding.
 - Trim on new windows must match the existing in style and dimension. Cladding or covering window trim is discouraged.
 - Window trim and surrounds must be painted wood or synthetic polymer material that accurately replicates appropriate wood trim details.
14. Window shutters must either be functional or give the appearance of being functional with hinged hardware and shall be proportionate to the window. Shutters may be attached to the window frame but must always be dimensioned so as to be just above the sill and below the lintel. Shutter width must also be calculated so that, if closed, the two

leaves would meet at the center line of the window. Shutters are preferred to be wood, however, if formed of aluminum or vinyl or other synthetic material, shutter width must be at least 1 inch thick.

D. Porches and Balconies

It is not historically appropriate to enclose any front porch at any level on any façade fronting on the public right of way.

Re-opening and restoration of any enclosed porch and balcony is fundamental to the reclamation of the *“Spirit”* of the **Ocean Grove Historic District**.

Any new construction shall incorporate a full porch and railing detail along the entire street front façade with a minimum of two-thirds of the total porch floor area being useable porch space. Covered porches are preferred. Open air balconies and decks are discouraged. The porch elements must be appropriate for the style of the structure. All finishes on porches located on facades that front on the public right of way are subject to further review by the HPC.

These existing porches may be repaired or replaced in-kind; however, if modification is needed, the new porch must be historically appropriate. All porches, balconies and landings should always be proportionate to the size and scale of the dwelling or structures.

1. Foundation

Typical Ocean Grove porches are supported by brick or masonry piers. The masonry piers may be parge coated or faced with stucco. New or replacement porches must be supported by piers.

Framed panels of horizontal-and-vertical lattice must be set between foundation piers. Other lattice patterns will be considered on a case-by-case basis for those foundations that front on the public right of way.

2. Porch Floor/Decking

All **first level porches**, fronting on the public right-of-way and can be seen from sidewalk level, should be painted or stained narrow tongue-and-groove wood planks. Porch flooring planks or boards should be painted using the approved color list.

Porch and balcony flooring treatments on all residential buildings undergoing repair, maintenance, restoration, renovation, alteration, addition, or proposed as new, must:

1. Utilize painted or stained narrow tongue and groove wood decking to the extent feasible for those porches and decks located on facades that front on the public right of way.
2. The application of fiberglass or synthetic products from view at sidewalk level is discouraged.
3. Specify and apply trim boards at the outer edge perimeter at upper levels.

4. The application of painted concrete, outdoor carpet and ceramic tile is discouraged.
5. The use of fiberglass, outdoor carpet, poured concrete, brick pavers, and modern pressure-treated wood plank deck treatments on all porches and entries on facades that front on the street is discouraged.
6. Utilize narrow tongue-and-groove hardwood boards on outdoor porch and balcony floor decks where practicable. Boards may be painted, stained or varnished from the approved list of colors.
7. The use of brick, concrete block, cast iron or aluminum posts on porches and balconies is discouraged.
8. The utilization of posts less than 4 inches square is discouraged.

Upper level porches located on facades that front on the public right of way may be either wood or fiberglass plank or sheet membrane to resolve water issues. Fiberglass use on balcony floors is permitted when such applications is **not located on a façade that fronts on the street**. Fiberglass membrane deck solutions require application of **trim boards** at the outer edge perimeter.

The use of fiberglass, outdoor carpet, poured concrete, brick pavers, and modern pressure-treated wood plank deck treatments on all porches and entries on facades that front on the street and within general public views is discouraged.

3. Steps

Steps are typically constructed of wood and made up of finished stringers, risers, and treads. Framed lattice is used to enclose open areas under steps.

Steps from the sidewalk level up the building-grade level may be stone, concrete, or brick while those from the building-grade level up to the porch deck must be wood where practicable.

4. Columns or posts, newel posts and railings

Columns, posts, newel posts and railings should be repaired and/or restored when practicable. When repair or restoration is not possible, replacement must replicate the historic elements in dimension and profile to the maximum extent practicable including the following guideline:

1. The use of wood, fiberglass or polymer columns in square, turned, tapered, or round profile is preferred. Column selection and placement must be determined by the structure's style and be proportionate to the structure. The use of pre-molded synthetic architectural ornaments, columns, railings and time details are acceptable on a case by case basis.

2. The use of brick, concrete block, cast iron, or aluminum columns/posts on porches and balconies is discouraged if located on a façade that fronts on a public right of way. Column/post less than four inches square in dimension except at base is also discouraged.
3. Newel posts shall be proportionate and of a similar form and style to the columns. Newel caps must also reflect the style of the structure.
4. The use of wood railings is preferred. Balusters shall be either turned or jig-sawed flat-slat type or be two inches square (actual allowed size is 1.5 inches square) and be spaced four inches on center where practicable. Iron pipe may be utilized at handrails on early 20th Century buildings.
5. Vinyl-clad, aluminum, cast iron, or wrought iron railings and railings that are pressure-treated lumber or measure as a nominal 2" by 4" in cross section dimension is discouraged.
6. Vinyl-coated railings are acceptable on upper-level porches when all of the following design criteria are met:
 - Top and bottom rails, spindles and balusters must accurately depict original historic forms and contours.
 - The end of top and bottom railing guards must be fastened to the building, structure, column, or newel post without the use of metal or vinyl sleeve, pocket or hanger that is visible to the eye. Screws or other fastening devices on facades that front on the public right of way is discouraged.
 - Counter-sink all nails and screws with appropriate plugs and paint or stain to match the railing assembly.
7. Center top and bottom rails on the columns and newels and secured without visible signs and/or of couplings. Balusters must set below the top rail and on top of the bottom rail.
8. Applicants may minimize the impact of code-mandated upper-floor railing heights by the addition of a second rail, pipe rail or decorative panel either above or below the railing.
9. Fabricate the top and bottom rails of wood while fiber-cement products may be used for balusters on first floor railings.
10. Replacement in kind for columns, posts, newel posts and railings shall be at the discretion of the HPC and/or Administrative Officer.

5. Ceilings

The HPC strongly recommends that existing exposed structural undersides of porch ceilings be maintained.

The expression of rafter tails, exposed structural undersides of balconies and narrow tongue-and-groove wood porch and balcony ceiling treatments will be maintained wherever possible.

Narrow tongue-and-groove hardwood boards are to be used on all outdoor porches and balcony ceilings on facades that front on the public right of way, where practicable. Boards may be painted sky blue, gray or white or be oiled or stained or varnished.

The use of vinyl, aluminum, plywood, or gypsum board on outdoor soffits or porch and balcony ceilings is discouraged.

E. Ornamentation and Trim

Ornamentation and trim includes such classic elements such as decorative tower elements, gable details, cresting, articulated parapets, cornices, and other features common to the “Victorian Era” and “Seaside Vernacular”.

All existing historic ornamentation and trim should be repaired, restored or reconstructed in that order. Replacement should only be considered when these features are missing or cannot be repaired due to documented extensive deterioration.

In cases where ornament is lavish, the detailing was often crafted in wood in an assemblage of smaller pieces. Frills and lacework may be repaired and replicated, especially where pieces have been nailed, glued or screwed together. It is usually possible to remove the deteriorated pieces and replace them with new sound pieces, thereby allowing the trim detail or assembly, to continue its life as part of the building or structure.

Pre-molded fiber cement architectural ornament and trim details are available for the replacement of deteriorated or missing components. Use of such product is acceptable when the replacement material closely replicates the original in size, shape, dimensions, finish, and application.

Incorporation and replication of various commonly used details is encouraged in instances of new construction where appropriate.

Specifically, ornamentation and other detailing solutions for either existing or proposed building facades or structures that front on a public right of way must:

1. Retain, restore or replicate, in that order, historic architectural elements and ornament including corbelled parapets, decorative cornices, fascia, brackets, spandrels, porch and

balcony railings featuring ornamental flat slat spindles or balusters, columns, covered porches, high pitched gables with gable ornament, roof ridge cresting, roof finials, turrets, towers, lattice, porch panels, clay chimney pots, and ornamental newel post caps.

2. Visibly express structural elements including piers, posts, columns and changes in floor levels so as to architecturally define building segments from the exterior.
3. Either fabricate exterior ornament and details in wood or replacement with appropriate and equal forms, castings and moldings as currently manufactured in synthetic materials.
4. All ornamentation and trim details are historically appropriate to the structure's style, period and massing and always proportionate to the size and scale of the dwelling.

F. Awnings

Awnings add color and vitality to the streetscape and add interest to a building in addition to providing shade and weather protection. Awnings for any residential building or structure must:

1. Be of a fabric type and manufactured of canvas or linen. Vinyl and sheet plastic are not permitted. Awnings may be designed so as to be placed over a single window or door, or may be designed so to span over the length of the distance between porch columns.
2. Complement the proposed building design or improvement and be consistent with colors complementing the structure without garish results. Striped awnings with up to three colors and solid colors are permitted.
3. Not incorporate logos or lettering on the proposed awning.
4. If tattered and discolored, be replaced or simply removed.
5. Not be pre-formed frame awnings that are non-operational.

G. Roof Types

Roofs consistent with the Eastlake, Gothic Revival, Colonial Revival, Italianate, Stick Style, Queen Anne, American Four-Square *and* Pattern Book Victorian as well as Victorian Eclectic roof designs are most common to many of the existing residential buildings. Towers, turrets, various gables and dormers are also often featured in these designs. Low and high profile hip roofs and high pitched gable roofs are most common.

The roof type of a residential building or structure undergoing repair, restoration, renovation, alteration, addition or proposed as new, must:

1. Retain and restore all existing historic roof lines, shapes and form which are consistent with the architectural styles listed above. Decorative chimneys, weather vanes, and ornamental roof cresting should be preserved.

2. Repeat and replicate existing elements of the original or historic design where additions or alterations are proposed. **The design of all new gable roofs must observe proportions and roof pitch consistent with period prototypes.**

The restoration or inclusion of new dormers, roof eyelids or other similar roof elements consistent with architectural ornamentation and style is permitted and must be zoning compliant. Oversized dormers are discouraged.

The introduction of modern skylights and solar collectors visible from the street is not acceptable.

3. Utilize either formed copper, slate, wood shake or dimensional asphalt shingles on all pitched roof surfaces. Roofing materials which emulate wood or slate shingles are acceptable. The choice of material type in the application of rolled or built-up roofing on flat roofs is unrestricted.
4. Modern standing seam factory painted metal roofing is discouraged.
5. Shingles of inappropriate historic period color, such as white are discouraged.
6. The introduction or application of any new mansard type façade treatments without historic precedence is discouraged.
7. The placement of TV satellite and other mechanical devices visible to public view is discouraged.
8. The removal or alteration of historic or original roof overhangs, pent roofs, dormers, gables, soffits, eyelids, cupolas, turrets, and towers is discouraged unless requiring reconstruction and so approved by the HPC.
9. Modern construction methods such as “pork chops” to enclose roof overhangs is discouraged

H. Gutters

The gutter and leader types to be installed on any residential building or structure undergoing repair, restoration, renovation, alteration, or addition or proposed as new, shall:

1. Be fabricated in a half-round gutter design with round pipe leaders where buildings were originally constructed before 1941.
2. Be fabricated of copper, aluminum or galvanized metal and may be painted or finished to match the dwellings trim.
3. The use of modern K-type gutters and rectangular leaders on Key and Contributing Structures within the District is discouraged.

4. PVC (poly vinyl chloride) pipe systems or solutions anywhere within the District is discouraged

I. Skylights

Skylights are generally discouraged within the historic district and not typical of architectural styles and methods of the Victorian Era of architecture.

Low-profile skylights will, however, be considered where the Applicant can successfully demonstrate that such skylights are not fronting on a public right of way.

J. Satellite Dishes, Solar Panels and Antenna Towers

Property Owners of all residential buildings, whether undergoing repair, restoration, renovation, alteration, new construction or addition, or not, must consider the following guidelines:

1. The placement of antenna towers in a manner visible from the regulated frontage is discouraged.
2. The placement of solar panels in a manner visible from the regulated frontage is discouraged.
3. The placement of satellite dishes in a manner visible from the public right of way is discouraged. If signal reception necessitates, a visible location may be deemed acceptable on a case-by-case basis.

K. Exterior Lighting, Lamp Posts and Yard Lighting

Exterior mounted lighting must be positioned so as not to impede passage by, or inflict harm to, pedestrians nor create a visual barrier along the street. Wall mounted porch lanterns and other ceiling surface mounted fixtures are acceptable.

Finishes on exterior lighting fixtures must complement the architectural color schemes selected and reflect accurate period color choices. Jaded copper, antique metal finishes and black are generally preferred color choices.

The exterior lighting of any residential building or structure either undergoing repair, restoration, renovation, alteration, addition or proposed as new, must:

1. Refurbish or replicate original or historic lighting fixture types to the extent feasible.
2. Be positioned so as not to impede passage or inflict harm to pedestrians nor create a significant visual barrier or distraction along the street.

3. Be representative of the style and period on which such lighting is applied and be consistent with fixtures typically found within the Ocean Grove environs.
4. Recessed lights (can lights) on existing or new structures are discouraged.
5. Spot lights used to highlight a building's façade are discouraged.

Individual lamp posts are permitted but must be reviewed by HPC, Engineering and Construction prior to installation to review for design.

L. Heating, Ventilation, and Air Conditioning (HVAC)

Should the placement of a mechanical HVAC system be visible from the public right-of-way, units will be adequately screened from public view. Screening will be compatible with architectural materials of either the existing structure or proposed treatments which are acceptable within the standards as set forth in **The Design Guidelines**.

The location of said structures will be reviewed by the Zoning officer for the Township of Neptune.

M. Flags, Banners and Signage

Celebratory or seasonal flags and banners proposed for display at any residential building are generally not permanent to the structure and may be displayed without specific approval. However, any permanent flag, banner or flag pole installation or application of signage other than the street address number, name of residence, or historic structure plaque must be reviewed by Zoning.

As to general specifications and guidelines, Owners desiring to display flags, banners and signage must:

1. Verify that such flags, banners and signage are permitted and comply with local zoning restrictions.
2. Verify that all such flags, banners and signage are securely attached to masonry or framed exterior surfaces but mechanical fastening must not irreversibly damage or destroy key historic materials or facings.

N. Fencing and Gates

In Ocean Grove, use of solid or stockade type fencing is not permitted for lot lines fronting a public right of way. Use of any historically appropriate fencing with a demonstrated precedent will be considered by HPC.

Acceptable heights and alignments are as indicated in Neptune Township Zoning Ordinance for typical fence applications within the Historic District which follow:

1. Be painted wood picket, Victorian ornamental cast iron or Victorian pipe rail fencing systems where appropriate to the architecture of the building or structure.
2. The use of chain link, masonry walls, ranch style post and rail, vertical board or plank, any variety of stockade, modern wrought iron fencing is discouraged.
3. Vinyl-clad fencing in front yards or any area along the frontage of the street is discouraged.
4. Staggered plank (Board on Board) configuration is appropriate for yard fencing not abutting a street. Painted wood picket, Victorian ornamental cast, iron or Victorian pipe rail fencing is appropriate for front and side yards.
5. The introduction of ornamental arbors will be considered based on size, style, color, and location.

Fencing on lot lines fronting a public right of way must be painted or stained. Colors may be either dark green, black, gray, brown, or white. Painting and maintenance of existing fencing is always encouraged. White picket wood fencing is generally preferred. Unpainted wood picket or other wood fencing as well as unfinished metal ironwork is discouraged. Multi-colored and patterned colors and the use of bright non-earth tone colors is not permitted.

Fencing shall be of uniform height or scalloped between sections or anchoring posts. Irregular, non patterned picket patterns or other picket fence designs not in keeping with Victoria Era architectural traditions will not be considered. Widely spaced pickets are not acceptable. Picket bottoms may be set on grade but may be positioned so as to be slightly above grade. Distance from the bottom of each picket to grade shall be between two five inches.

All proposed fencing requires Zoning & HPC approval prior to installation and should reflect the spirit of architecture within the immediate neighborhood and adjacent structures. All proposed fencing located in the front yard along the public right of way shall be historically correct and appropriate.

O. Color

The selection of color applies to exterior finishes, awnings, doors, trim, architectural ornament, window and door frames. All colors must be selected from the approved list. See HPC Administrative Officer for the approved list.

Ocean Grove Residential Structures – Design Guidelines

VI. Illustrations of Appropriate Architectural Treatments and Styles

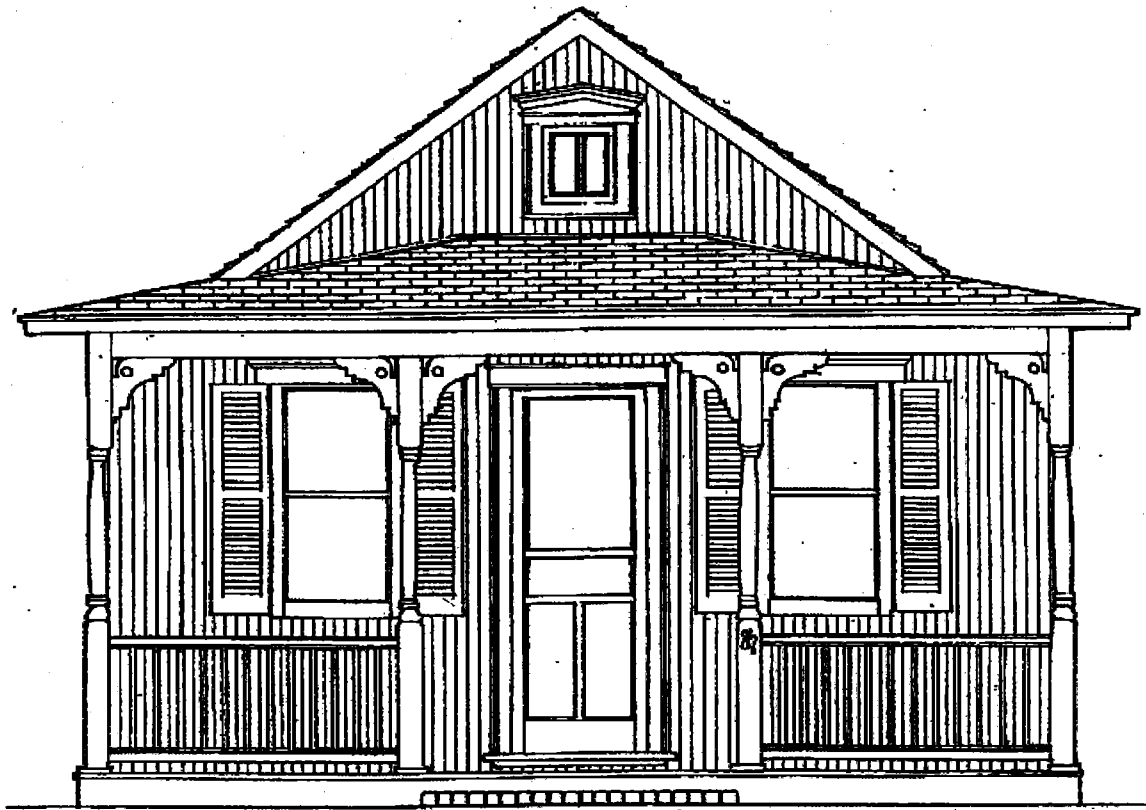
The mandate of the HPC is the preservation, restoration, renovation, and replication of the Ocean Grove Vernacular architecture found in the Historic District. The following prototypes are provided with illustrations of the characteristic elements of each particular style to guide those Applicants appearing before the HPC.

The illustrations are offered as a guide and reference to all prospective Applicants and their design and construction professionals prior to the preparation of construction plans, specifications and detailed architectural drawings and appearance before the HPC in public forum. The examples include but are not limited to the items shown or discussed in this section.

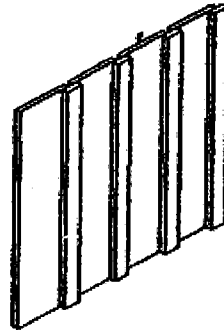
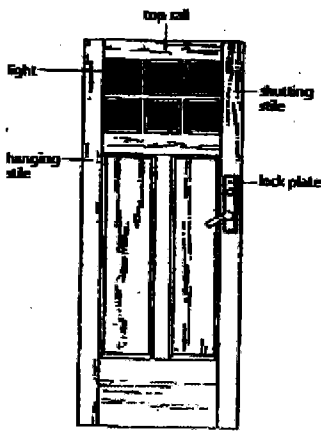
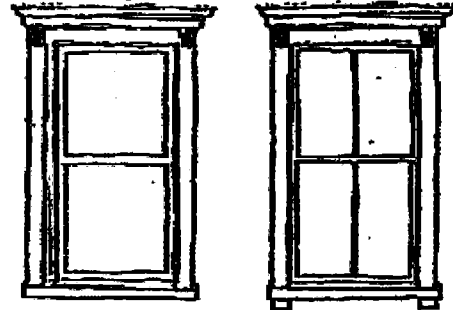
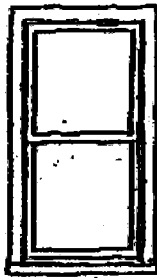
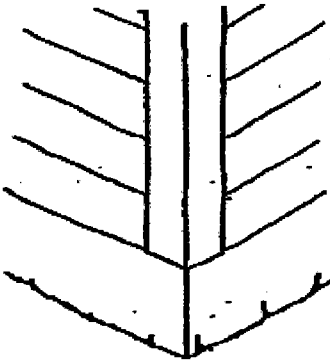
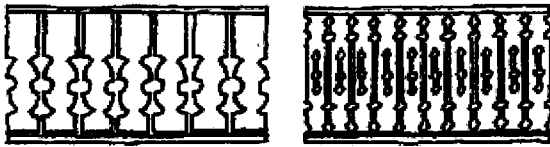
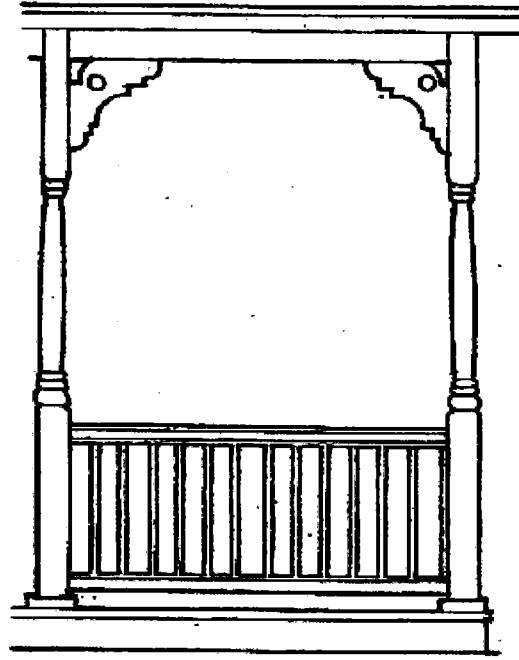
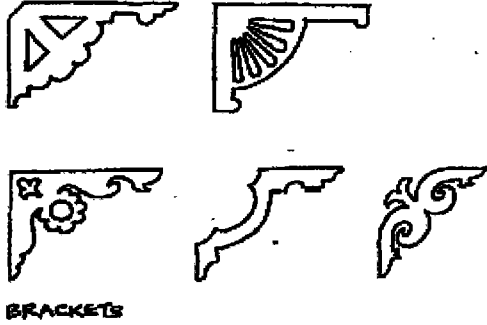


1. Cottage/Bungalow Style

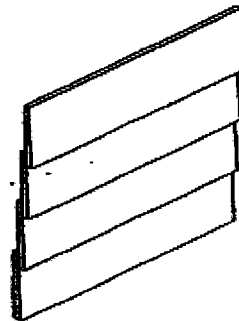
The summer cottage is a small and simple one-story rectangular wood frame structure which originated from simple designs seen at other camp meeting sites and evolved from the wooden floor configurations of the early tents used by the earliest members of the Ocean Grove Camp Meeting Association. More elaborate cottages spawned half-stories and second floors with balconies and sometimes featured scrollwork at eaves and railings. Most cottages were constructed of board and batten type exteriors, usually in vertical pattern and unadorned except for the corner brackets at porch posts. Often railing work was composed of equally spaced square wood spindles. Doors were centrally positioned, sometime double leafed, flanked by small narrow windows with operable shutters. Door and window openings were either arched or squared. Later cottages are better described as bungalows, or laborer cottages, influenced by craftsman style homes from 1900-1930s. Bungalows featured wood shingle and board siding in conjunction with hip roof details, larger and low overhangs at gables, more spacious open porches and exposed rafter ends.



Cottage/Bungalow Details



board and batten siding



bevel siding

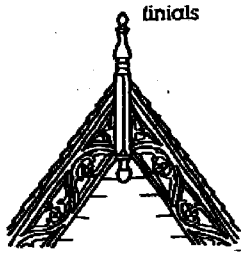
2. Gothic Style

The Gothic style followed the simple Cottage Style in many respects but was larger in size and incorporated variations in floor plan utilizing 'L' and 'T' shaped forms. Windows and doors were often arched or pointed at the top and second floor windows usually extended into the gable areas. Wall areas extended upward into the gable areas. Siding was usually wood board and batten. Designs frequently created multiple or cross gables which then featured decorative gables on both front, rear and side elevations. Elaborately decorated gable boards and steeper pitched gable designs are also notable. Roof dormers from attic spaces and one-story extensions were a product of spatial requirements and necessary expansions as family needs demanded.



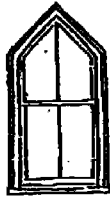
Gothic Style





finials

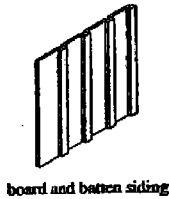
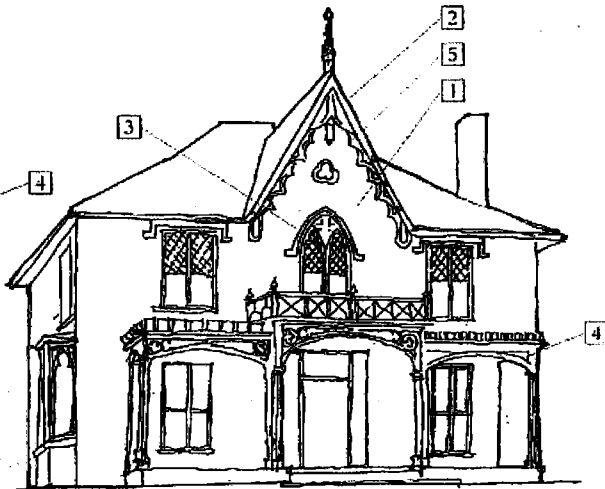
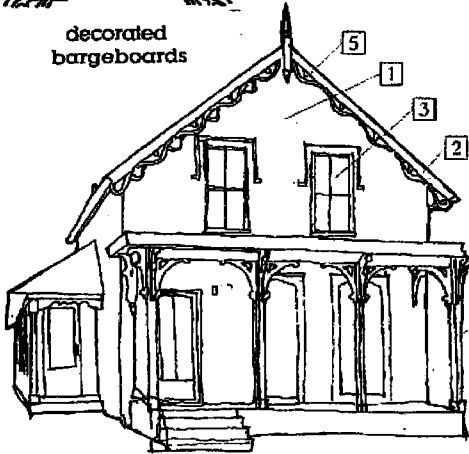
decorated bargeboards



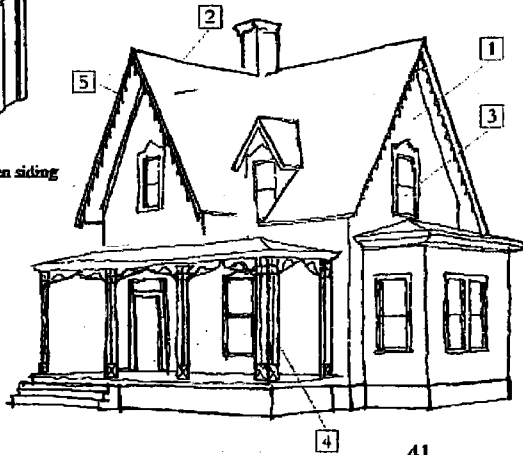
Gothic Details

IDENTIFYING FEATURES

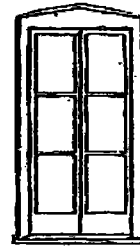
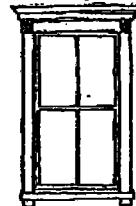
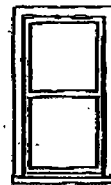
- 1 WALL SURFACE EXTENDING INTO GABLE WITHOUT BREAK
- 2 STEEPLY PITCHED ROOF, USUALLY WITH STEEP CROSS GABLES
- 3 WINDOWS EXTENDING INTO GABLES, OFTEN WITH GOTHIC (POINTED-TOP) SHAPES
- 4 ONE-STORY ENTRY OR FULL-WIDTH PORCH, COMMONLY WITH FLATTENED GOTHIC ARCHES
- 5 GABLES WITH DECORATED VERGE BOARDS



board and batten siding



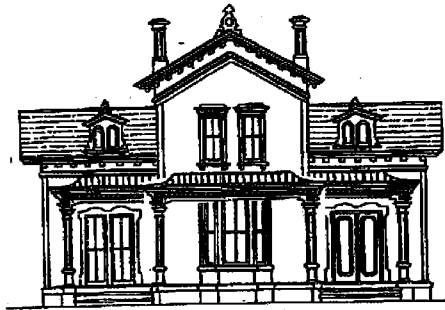
41



3. *Italianate Style*

The Italianate Style is not a dominant form of architecture in Ocean Grove, but rather a design influence which can be frequently identified on various buildings. Most notable features include broad flat roofs or roof areas with square towers and generous verandas. Floor plans were usually asymmetrical and doors and windows were ornamented with articulated wood trim and sometimes designed with arched or rounded crossheads and header trim at the top of the door or window opening. Original siding was often wide wood board and batten. Entry doors usually were of the double leaf hinged type with detailed raised and recessed panel work. Gables were minimally pitched thereby clearly distinguishing the style from that of Gothic. Towers were capped with low profile hip roofs and large perimeter overhangs elaborately detailed and ornamented with weighty brackets and cornice moldings.

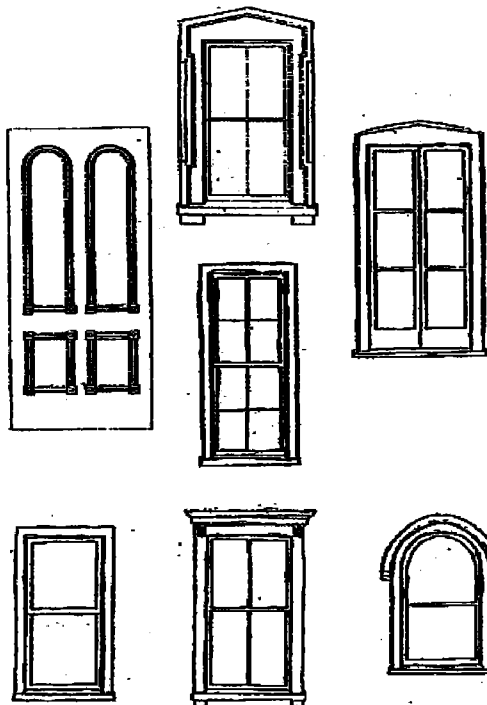
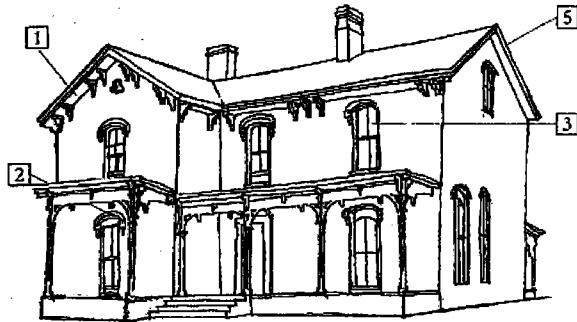
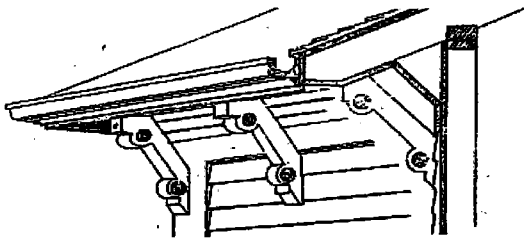




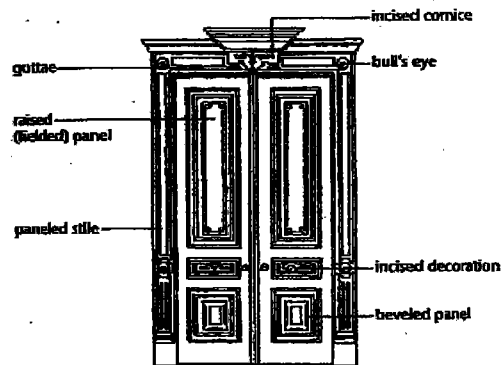
Italianate Details

IDENTIFYING FEATURES

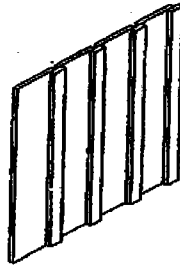
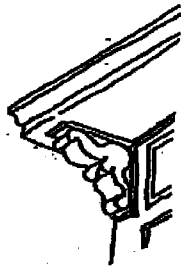
- 1 WIDELY OVERHANGING EAVES WITH DECORATIVE BRACKETS BELOW
- 2 ELABORATED WINDOW CROWNS
- 3 TALL, NARROW WINDOWS, SOMETIMES ARCHED ABOVE
- 4 SOMETIMES HAVE SQUARE CUPOLA OR TOWER
- 5 LOW-PITCHED ROOF



DOUBLE DOORS



Italianate Details

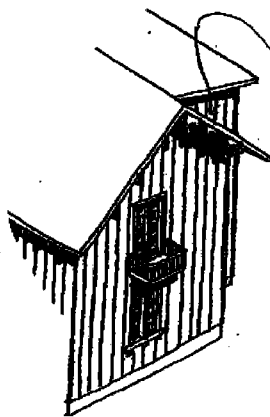
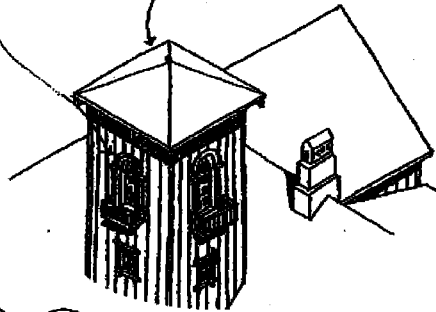


Board and Batten Wood Siding

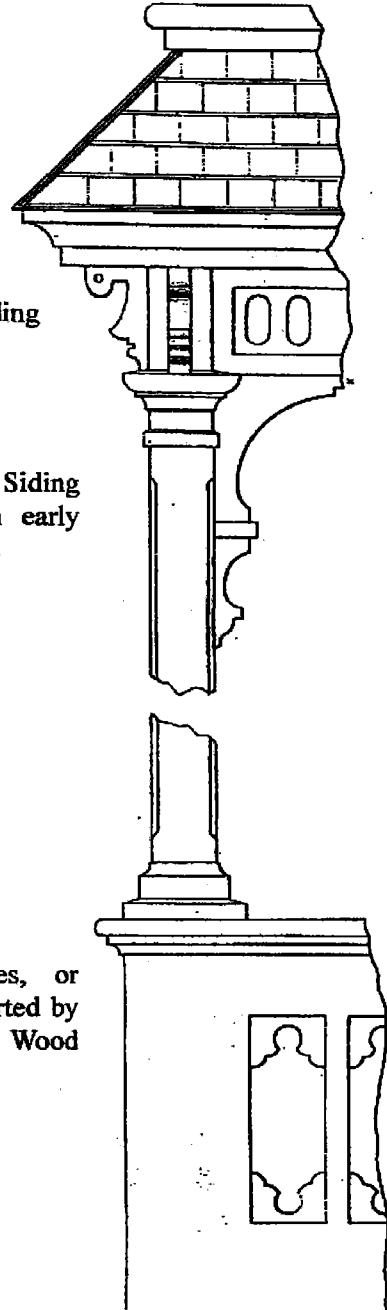
Common to the Italianate Style were Square Towers and Cupolas

Top of Windows were often rounded

Board and Batten Wood Siding was usually found on early Italianate Style Cottages



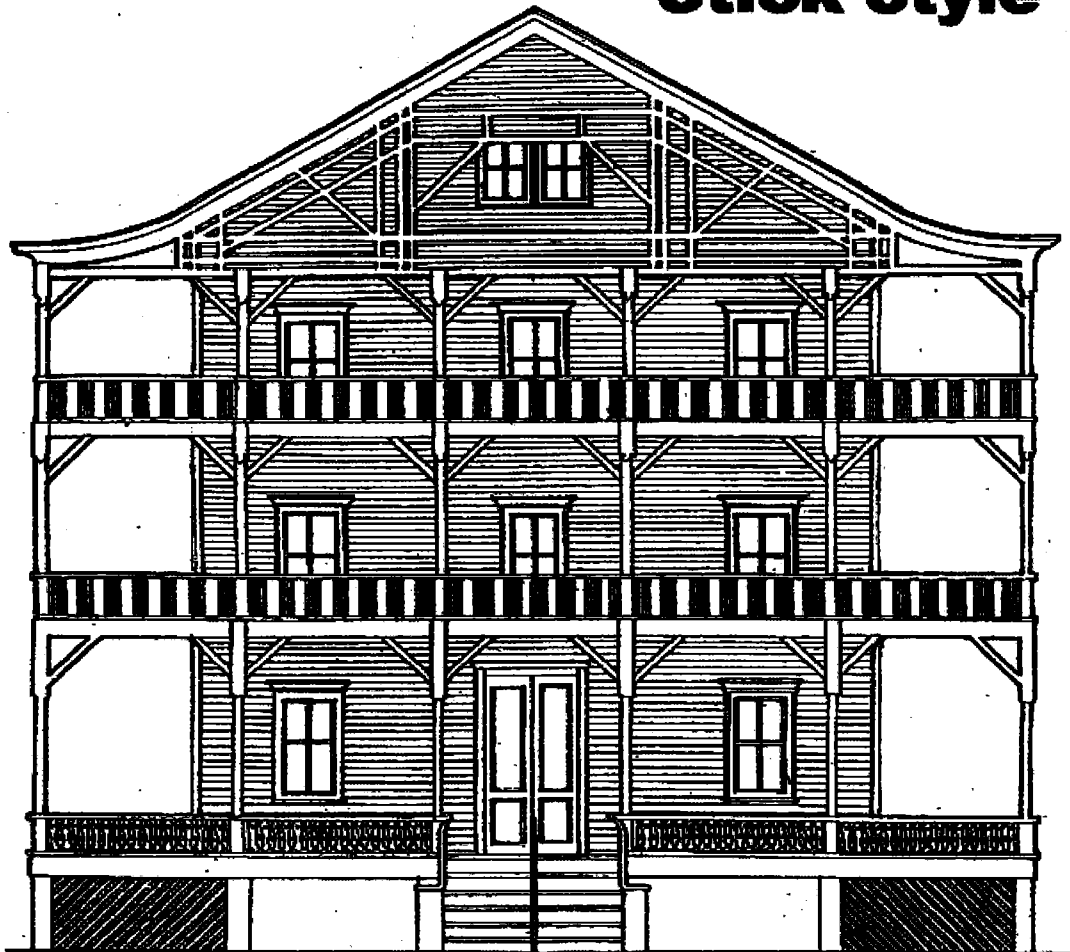
Projecting Roof Eaves, or Overhangs, were supported by elaborately crafted Wood Brackets



4. *Stick Style*

The Stick Style buildings date back to the 1870s in Ocean Grove and are characterized by the decorative “stick-work” which is applied to the outside of the wood clapboard siding in a pattern of vertical, horizontal and diagonal boards. The aesthetic intent of Stick Style detailing was to express the wooden framing system. Most commonly, gable roofs exposed roof framing and trusses at gable ends. Other notable features included broad overhanging eaves and multi-story encircling balconies and covered porches with simple unornamented but oversized diagonal brackets, braces, roof rafters, corner boards, and porch posts. Railings were often composed of square spindles but sometimes featured more decorative scrollwork design solutions. In general, structural supports were simple, deliberately exposed and openly expressed for public view. Window sash were either 2/2, 2/1 or 1/1 double hung type.

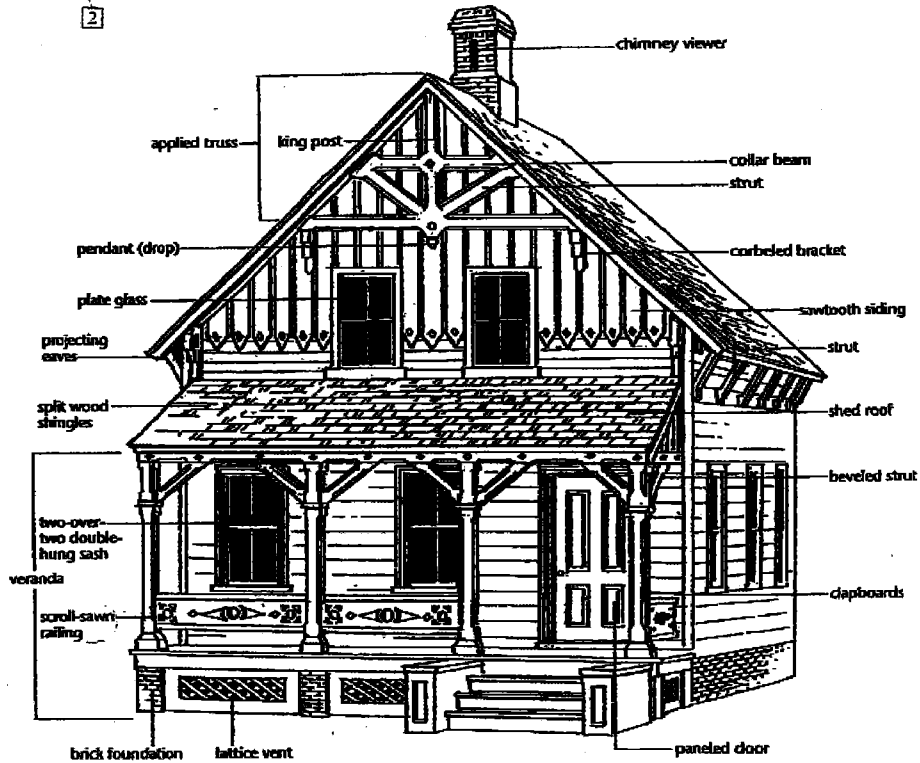
Stick Style



Stick Details

IDENTIFYING FEATURES

- 1 DECORATIVE TRUSSES IN GABLES
- 2 DIAGONAL OR CURVING PORCH-SUPPORT BRACES
- 3 GABLED ROOF, USUALLY STEEPLY PITCHED WITH CROSS GABLES
- 4 OVERHANGING EAVES, USUALLY WITH EXPOSED RAFTER ENDS
- 5 HORIZONTAL AND VERTICAL BANDS (LESS COMMONLY DIAGONAL) RAISED FROM WALL SURFACES FOR EMPHASIS



Stick Style Cottage

Stick Details

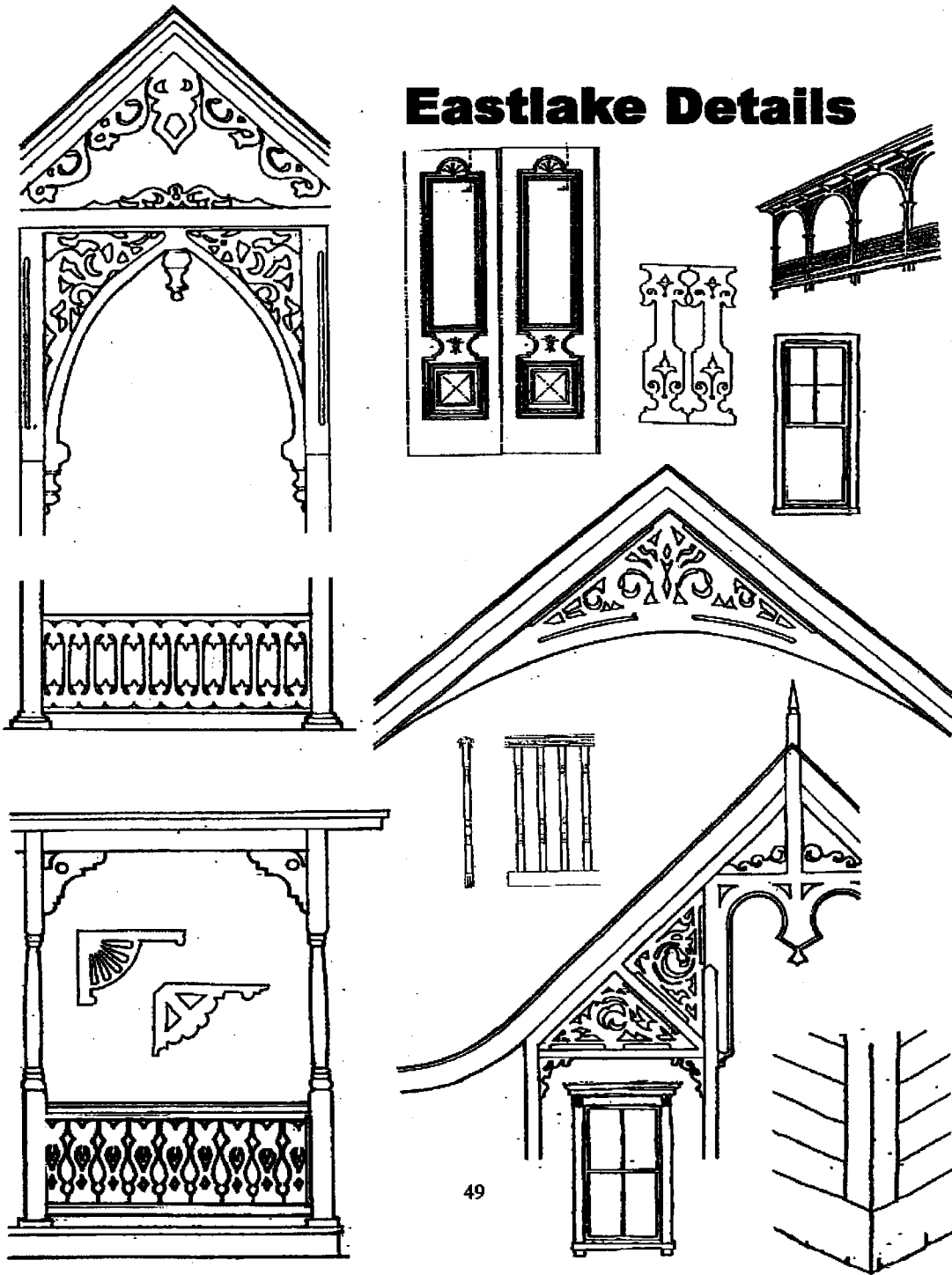


5. *Eastlake Style*

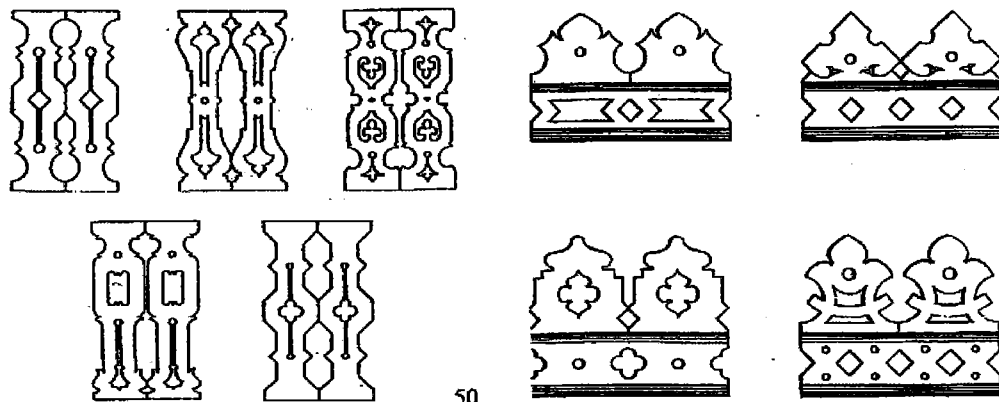
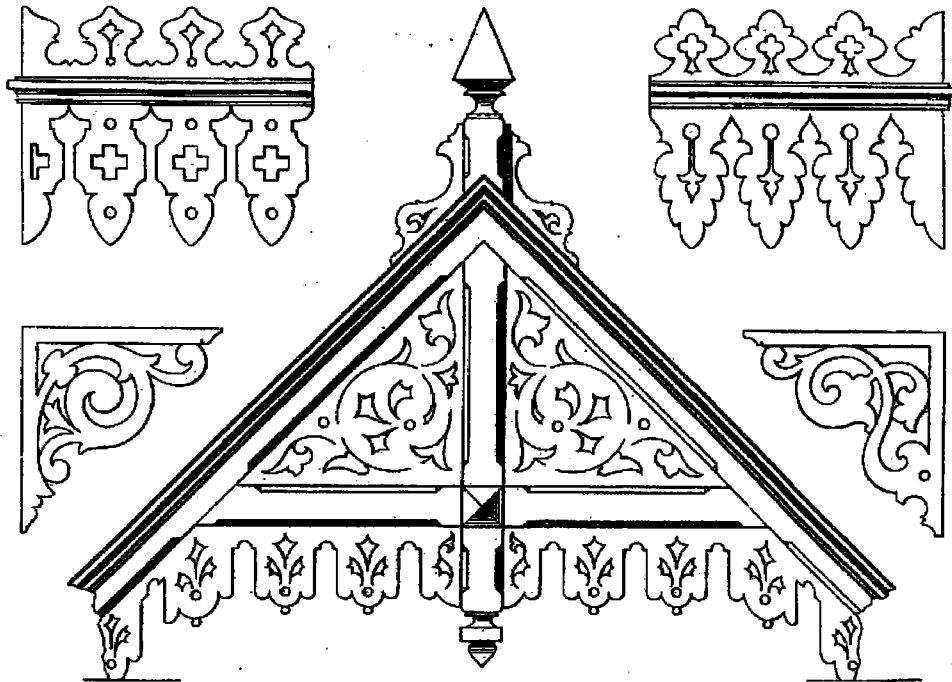
The Eastlake Style is less an architectural style than a decorative embellishment often found on Gothic, Stick and Queen Anne designs and named after English designer Charles Locke Eastlake. The style is characterized by tapered, tooled and rounded porch columns and posts, turned railing spindles with spool-like balusters and cut-out patterns. Spindles were also featured at the top of porch areas friezes in combination with various carved wood panels, fan-like post brackets, moldings and scroll brackets. The Eastlake designs were a direct result of the mechanized wood lathe, gouge and chisel which allowed for robust knob-like forms, bulbous post features and three-dimensional brackets rather than the two-dimensional and relatively flat scrollwork frequently referred to as “gingerbread”



Eastlake Details



Eastlake Details



50

6. *Queen Anne Style*

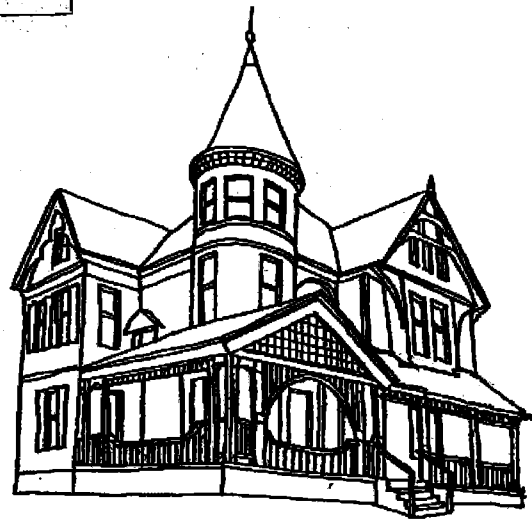
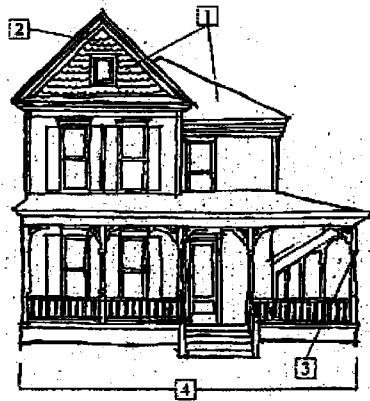
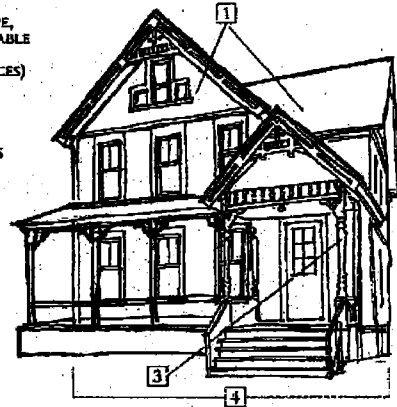
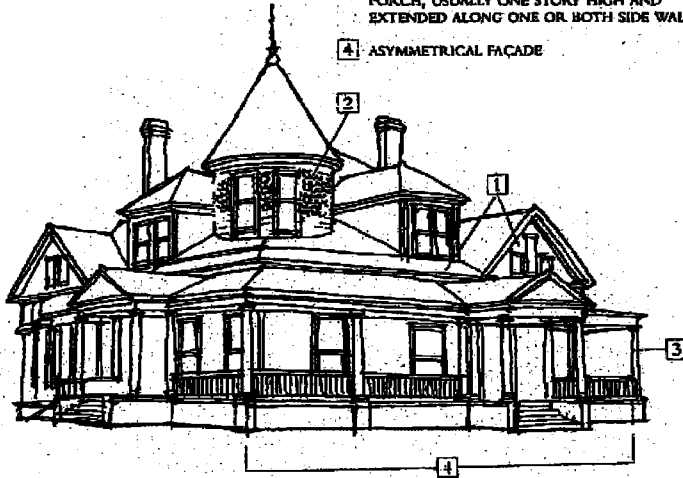
The 1880s through 1900 saw the emergence of Queen Anne architecture in Ocean Grove. Exteriors blended a variety of materials, shapes, forms, and textures featuring asymmetrical designs and massing with ornamental towers and turrets. Mixtures of narrow width horizontal wood clapboard siding and patterned shingles including “fish scale” and “diamond” designs were dominant. Brick and exposed split face stone foundations were used in combination with elaborately turned and cut out flat scrollwork ornament. Extensive use of brackets and decorative moldings, colored multi-paned art window sashes and doors and a variety of turned, tapered, rounded and tooled porch columns and newel posts is most notable. Queen Anne designs introduced a greater variety of window and door shapes and integrated complementary open air balconies and window bays. Roofs were multi-planed, multi-gabled with projecting eaves at attic gables creating covered and recessed porch areas. Roof cresting, finials and flared shingle details added much detail.



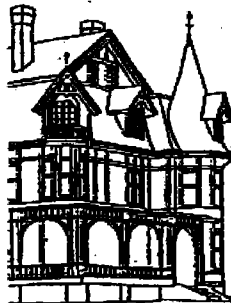
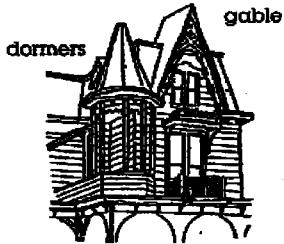
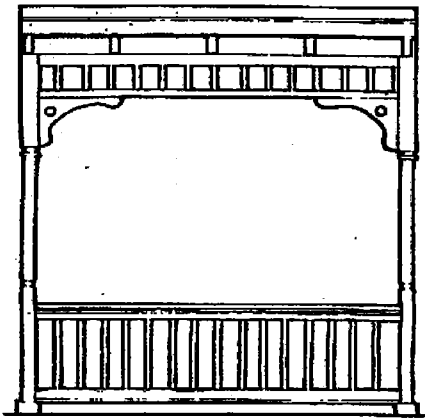
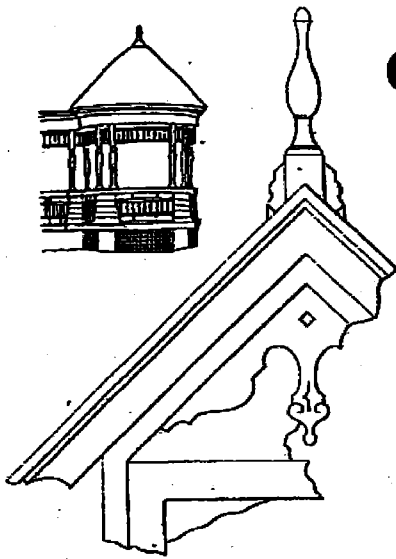
Queen Anne Details

IDENTIFYING FEATURES

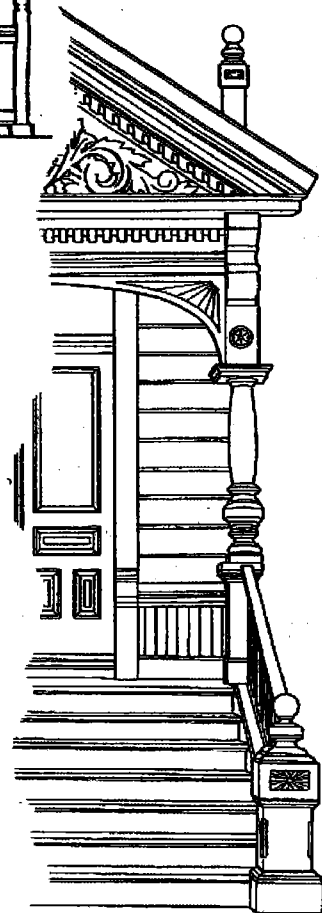
- 1 STEEPLY PITCHED ROOF OF IRREGULAR SHAPE, USUALLY WITH DOMINANT FRONT-FACING GABLE
- 2 TEXTURED SHINGLES (AND/OR OTHER DEVICES) TO AVOID SMOOTH-WALLED APPEARANCE
- 3 PARTIAL OR FULL-WIDTH ASYMMETRICAL PORCH, USUALLY ONE STORY HIGH AND EXTENDED ALONG ONE OR BOTH SIDE WALLS
- 4 ASYMMETRICAL FACADE



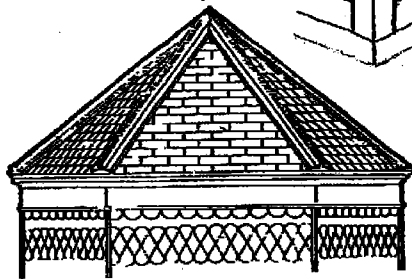
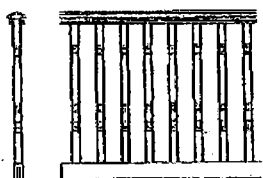
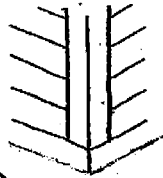
Queen Anne Details



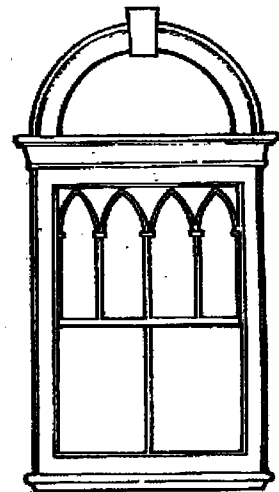
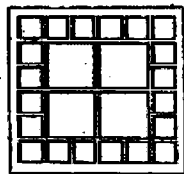
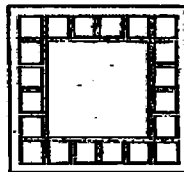
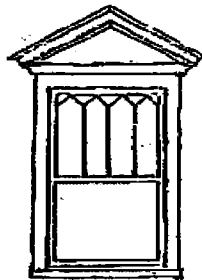
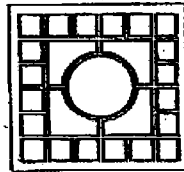
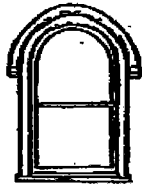
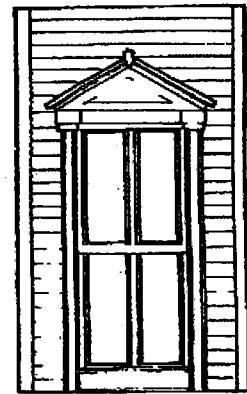
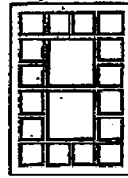
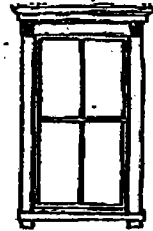
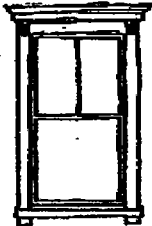
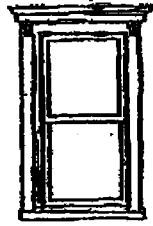
hooded dormers
towers
covered porches



decorated porches



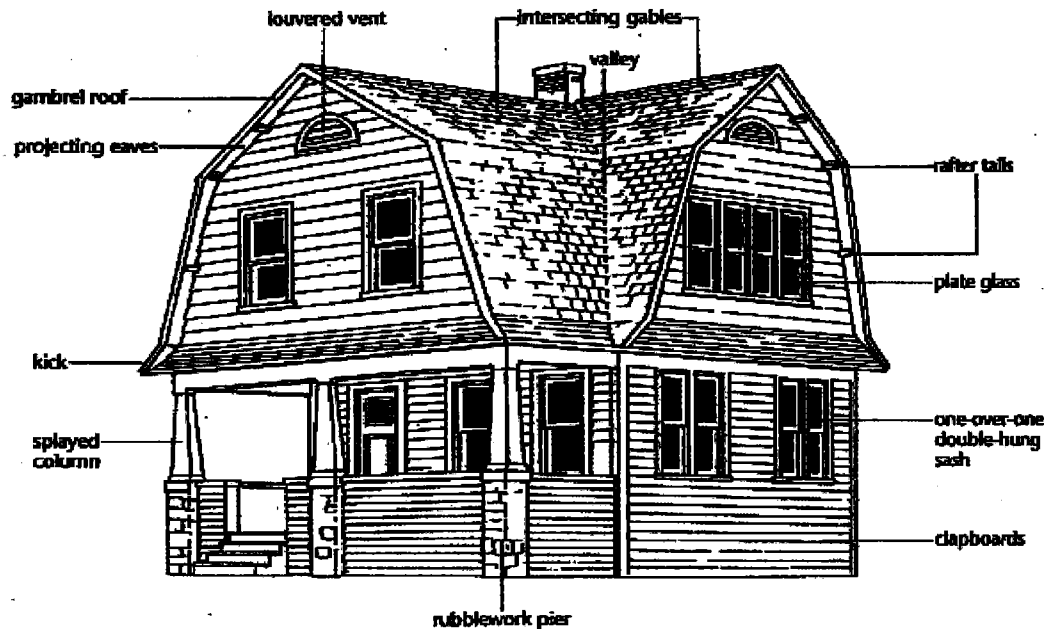
Queen Anne Details



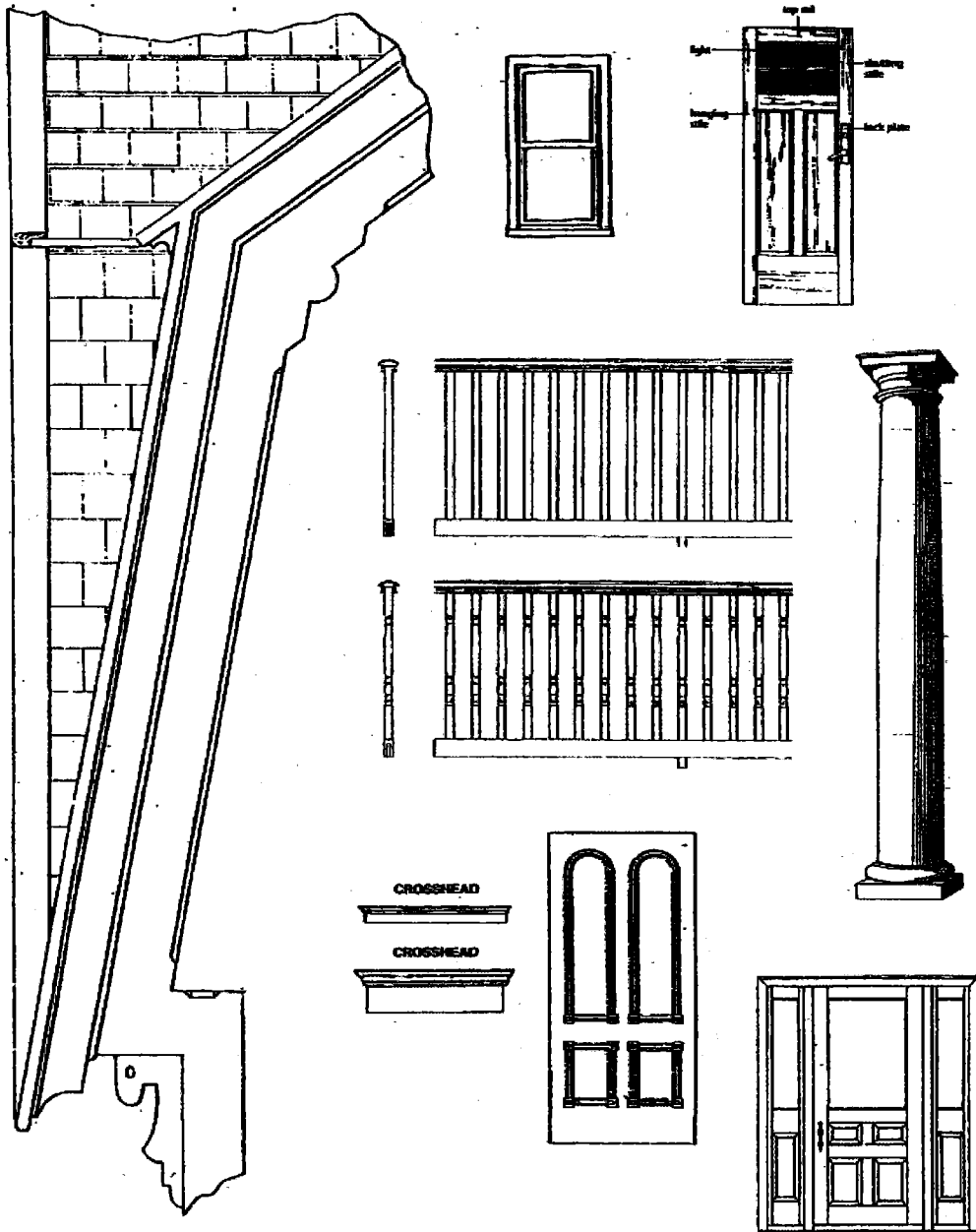
7. Colonial Revival Style

The Colonial Revival has had the most significant impact on the early Victorian design aesthetic found in Ocean Grove. Design trends in the late 19th Century showed renewed interest in simpler forms and classic styles. The trend continued well into the first half of the Twentieth Century with Colonial Revival Styles including variations of the American Four Square, Dutch Colonial, and expanded Bungalows with Colonial and Classical design influences. Features included classical tapered columns, Palladian windows, columns base piers, doorways with sidelights, large 1/1 single plate window sash designs frequently placed in pairs or even threes. Roofs were usually moderately pitched with a fewer but notable number of structures adapting Dutch Colonial gambrel style roof forms. Siding treatments were of either wood clapboard or shingle. Window and door openings as well as building corners were trimmed with flat boards, overhangs and eaves, exposed rafter tails, and attics sometimes spouting small dormers, louvered vents or attic windows for added ventilation. Renovations of some original structures were performed as a result of the Colonial Revival movement. Renovations at those structures replaced ornamental railings with square spindles and simpler door and window replacements. As a result of their craftsmanship, many of these modifications and additions have acquired historic significance of their own.

Colonial Revival Style

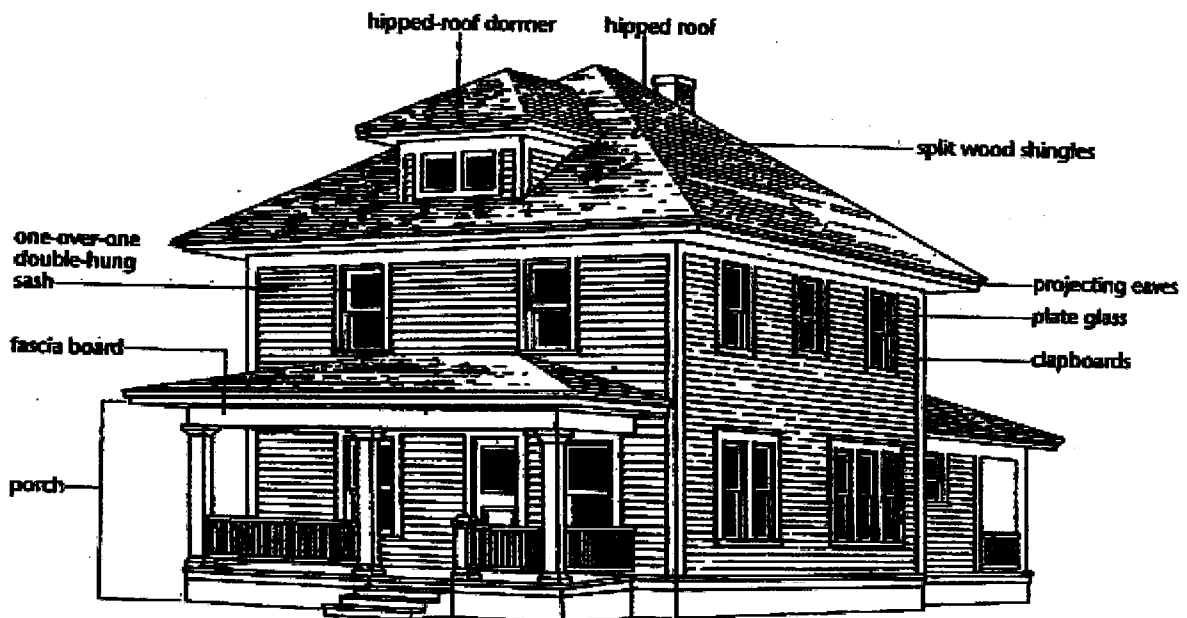


Colonial Revival Details

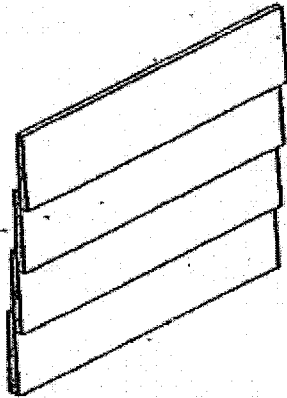
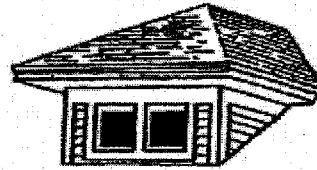
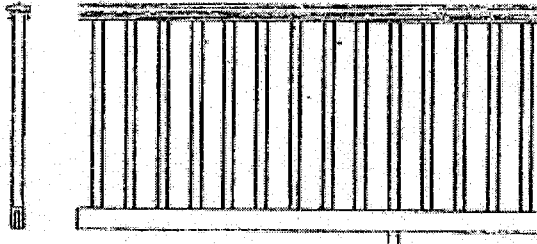


8. American Four Square Style

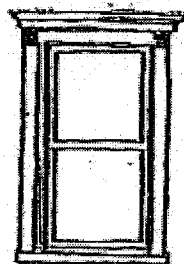
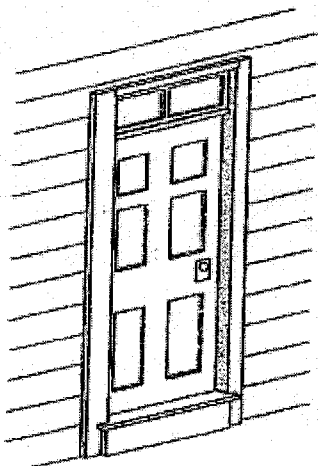
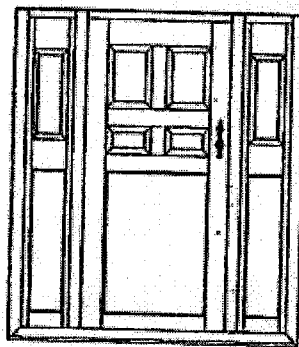
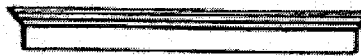
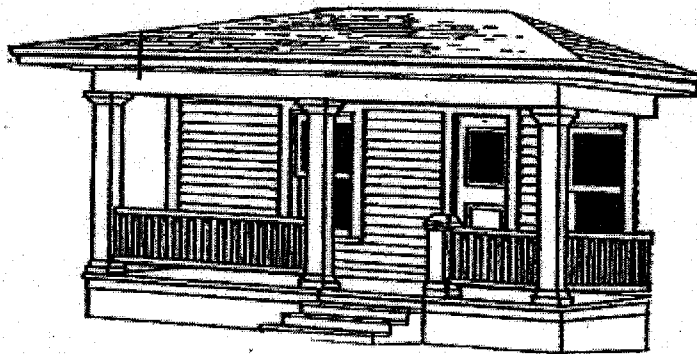
The American Four Square is recognized as a post-Victorian architectural style which was extremely popular from 1900 through 1925 in Ocean Grove. It marked a return to symmetry and simplicity of residential designs which preceded the Gothic, Stick, Eastlake, and Queen Anne styles, while offering the convenience of indoor plumbing, central heating, closets, and more. The American Four Square is best characterized as a two-story box-like dwelling with a hip or pyramidal roof with a large front dormer in the attic space and at times on all sides. The front porch extends the full width of the structure with stout square or round Colonial style columns with simple equally and closely spaced square porch railing spindles. Most Four Squares in Ocean Grove are of the Colonial Revival variety featuring large 1/1 single plate window sash designs frequently placed in pairs or even threes. Siding treatments were of either wood clapboard or shingle. Window and door openings as well as building corners were trimmed with flat boards. Overhangs and eaves were well pronounced with occasional treatments featuring exposed rafter ends. As a result of their simplicity in craftsmanship and place in Ocean Grove's rich architectural history, these homes have acquired historic significance of their own.



American Four Square Details

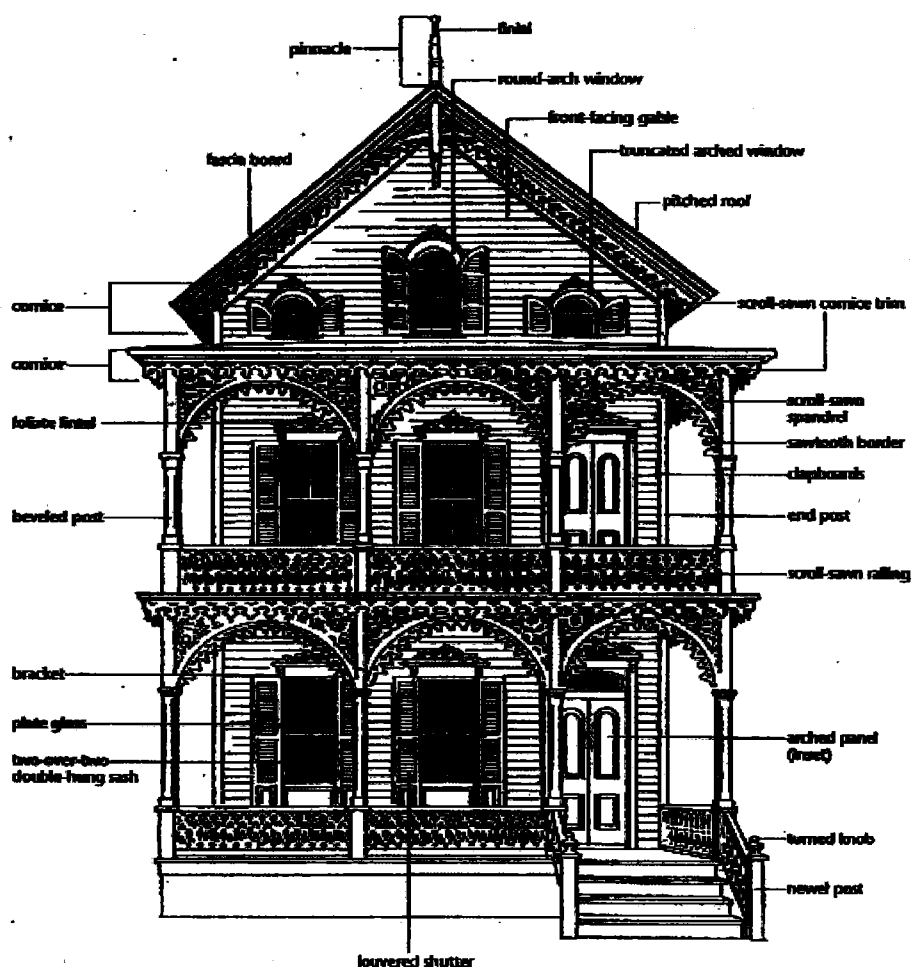


bevel siding

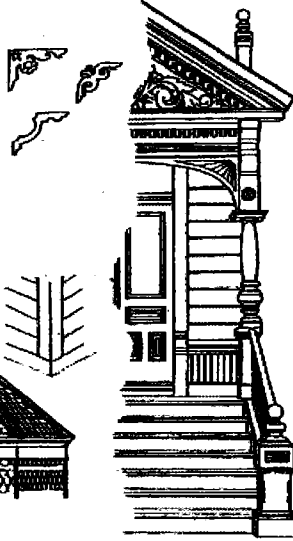
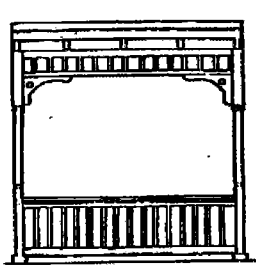


9. Victorian Eclectic Style

The Victorian Eclectic Style is a commonly found architectural hybrid in Ocean Grove. The two-story and 2 1/2-story dwellings are either "L" or "T" shaped in plan and exhibit a variety of complementary stylistic influences. Specifically, elements from Italianate, Eastlake, Gothic, and Queen Anne designs were freely combined in construction. Carpenters of the late 19th Century and earliest decades of the Twentieth Century borrowed from other styles with results being fanciful compositions and examples of artisanship rather than a specific architectural style. While some of the Victorian Eclectic Style structures in Ocean Grove feature scrollwork and elaborate trim, most display little or limited architectural ornament, relying on prominent end facing gables, ample open air one-story and two-story covered porches, symmetrically balanced and positioned doors and windows with wide corner trim and window and door surrounds topped with simple crown moldings and closely spaced square spindles at porch and balcony railings.

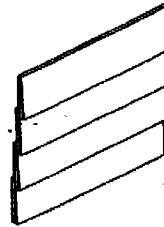
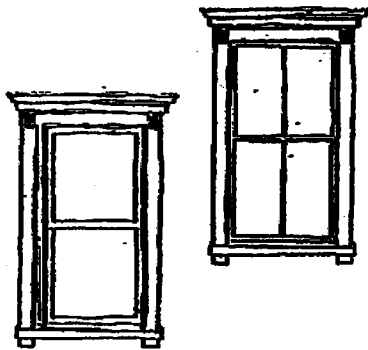
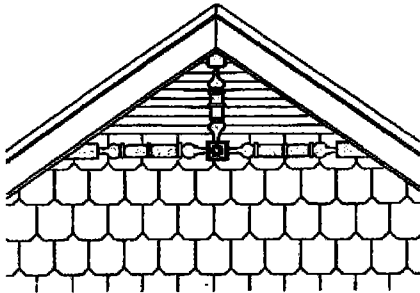
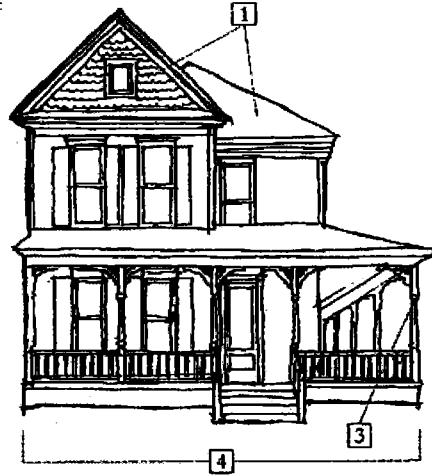
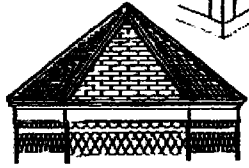


Victorian Eclectic Details

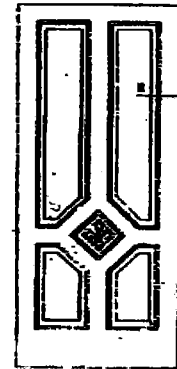


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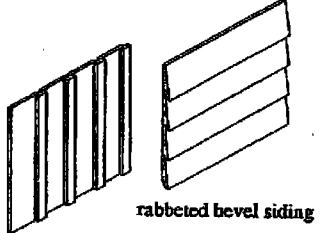
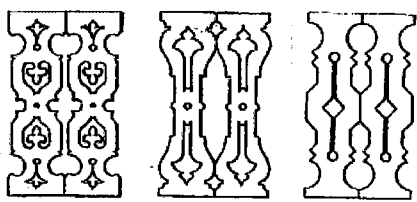
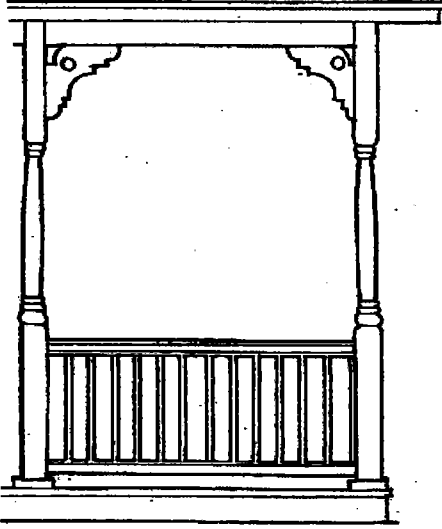
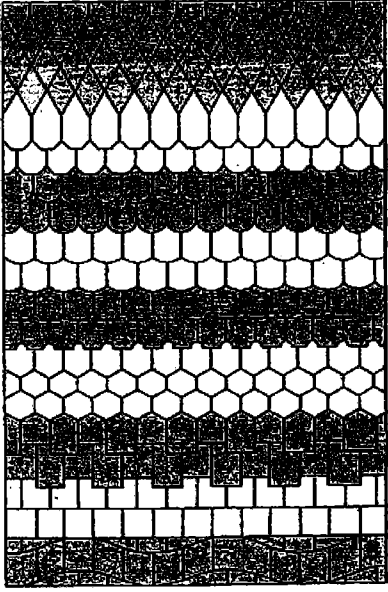
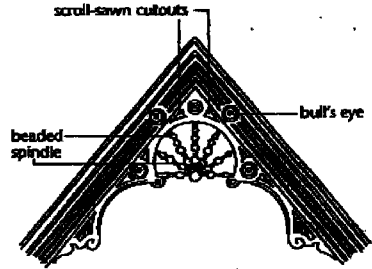
- 1 STEEPLY PITCHED ROOF OF IRREGULAR SHAPE, USUALLY WITH DOMINANT FRONT-FACING GABLE
- 2 TEXTURED SHINGLES (AND/OR OTHER DEVICES) TO AVOID SMOOTH-WALLED APPEARANCE
- 3 PARTIAL OR FULL-WIDTH ASYMMETRICAL PORCH, USUALLY ONE STORY HIGH AND EXTENDED ALONG ONE OR BOTH SIDE WALLS
- 4 ASYMMETRICAL FAÇADE



bevel siding

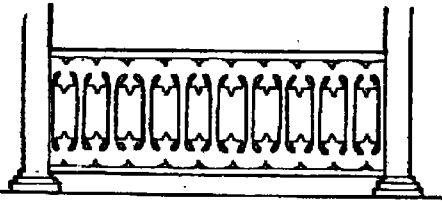


Victorian Eclectic Details



board and batten siding

rabbeted bevel siding

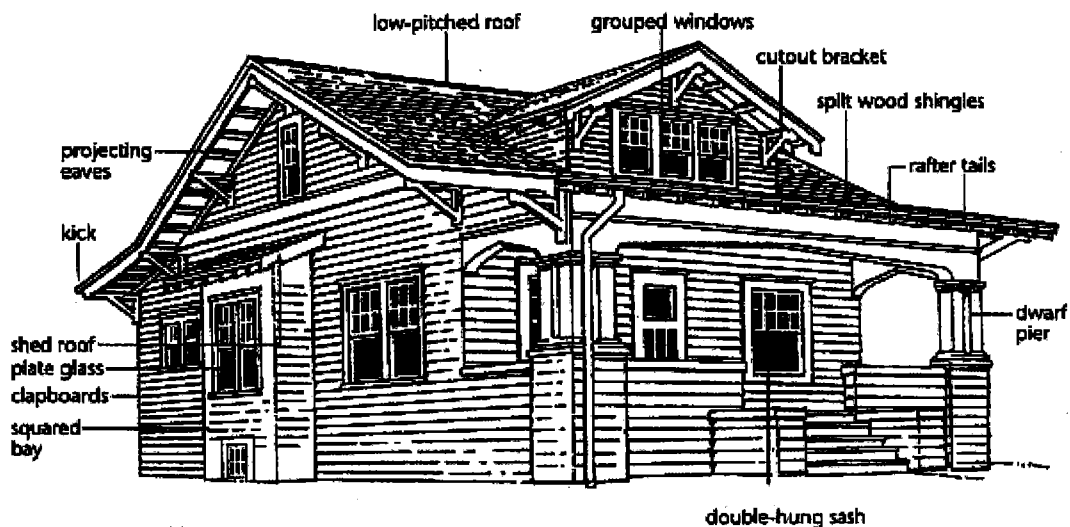


10. Craftsman Style

Craftsman Style, also known as the Arts and Crafts Style, was popular for contractor-builder residential dwellings primarily constructed between 1890 and 1920. The Arts and Crafts movement in American Architecture focused on extolling the virtues of handcrafted art and architecture versus that of the machine. The machine aesthetic was regarded as impersonal by period architects and artisans. In response, the design of a house in which all its elements, both interior and exterior, received artful attention and variations of the Craftsman Style home were prominent nationwide.

The Craftsman Style dwelling was best suited for relatively long and narrow lots, common in most urban settings and suitable to the common 30 x 60 foot lot configurations of Ocean Grove. Craftsman architecture featured a low pitch and projecting gable roof over a one-story dwelling with just enough roof pitch, at times, to permit a partial second floor. Other distinctive features included exposed rafters, low shed dormers, tapered or pyramidal porch post or pillars, ample covered front porch space, and grouped or banded double-hung windows.

Craftsman Style homes usually reflected the architecture of the region which they were built. In Ocean Grove, as throughout the Jersey Shore area, Craftsman Cottages were in harmony with the local seaside vernacular. Craftsman cottages were most often finished with painted or weathered wood shingles. However, wood clapboard and even stucco were also common choices. Exterior colors were earth tone and individuality was introduced through crafted window shutter details, added pergolas, roof eyebrows or eyelids, ornamental rafter tails, selection of post and pillar material (stone, concrete, shingle, brick or board), and integration of ornamental window sash grille work. Similarity in many of the Craftsman Style homes was a direct result of the numerous pattern books and building kits which were made available during that era.



Craftsman Details



IDENTIFYING FEATURES

- 1 LOW-PITCHED GABLED ROOF (OCCASIONALLY HIPPED) WITH WIDE, UNENCLOSED EAVE OVERHANG
- 2 ROOF RAFTERS USUALLY EXPOSED
- 3 DECORATIVE BEAMS OR BRACES UNDER GABLES
- 4 PORCH SUPPORT BASES EXTENDING TO GROUND LEVEL (WITHOUT BREAK AT LEVEL OF PORCH FLOOR)
- 5 PORCH SUPPORTS USUALLY SQUARED AND SOMETIMES SLANTING INWARD



Ocean Grove Residential Structures – Design Guidelines

VII. Glossary of Terms and Definitions

- "alteration"** - the rearrangement of any space by the construction of walls or partitions or by a change in ceiling height, the addition or elimination of any door or window, the extension or rearrangement of any system, the installation of any additional equipment or fixtures and any work which reduces the load bearing capacity of or which imposes additional loads on a primary structural component.
- "baluster"** - an equally spaced square or turned spindle, flat ornamental slat or series of vertical posts supporting the top rail of the balustrade rail or positioned between the top and bottom rails at porches, balconies or stair railings.
- "balustrade"** - a porch or balcony railing with a top, or a top and bottom, rail with spindles, ornamental slats or vertical posts positioned between the rails.
- "barge board/verge board"** - the decorative board attached to the projecting portion of a gable roof, also known as a verge board.
- "batten"** - a board less than 4" wide used to cover the joint between siding boards.
- "bay"** - the regular external division of a building marked by windows or other vertical elements, most often with three angled sides and positioned to be an external projecting feature, also known as a bay window.
- "board and batten"** - wood siding in which the wider boards are covered at the joints with a narrow board.
- "board on board"** - wood siding, fencing or roofing characterized by overlapping vertical boards that alternate forward and back.
- "bracket"** - a small curved or saw-cut or cast projecting element which supports a horizontal exterior trim member or roof overhang, window or door hood or canopy, or any exterior cornice detail.
- "capital"** - the top element of a column or pilaster.
- "Carriage House"** - a stable structure where large wood slatted doors allowed access for the storage of carriages; "Carriage House" type garage doors utilize solid wood panels or narrow vertical tongue and groove wood facing and heavy wood battens as trim; "Carriage House" type garage doors may also be fabricated with either decorative cross board supports or be of raised panel designs or may feature small windows with true

divided lights where natural light or visibility is required; “Carriage House” type doors always appear to operate as hinged swing or folding type.

“**Certificate of Appropriateness**” - a document issued by the Historic Preservation Commission and or Administrative Officer approving any preservation, restoration, rehabilitation, or alteration of property dealing with construction, demolition, additions, removals, repairs or introduction of any architectural feature for any existing or proposed new construction.

“**clad**” - technique where existing materials are covered with new ones rather than removing them.

“**clap board**” - horizontal exterior siding which is lapped or layered.

“**column**” - a vertical pillar or shaft usually supporting a member above.

“**construction permit**” - the written approval and certificate which must be obtained from the Township Building Department after obtaining a Certificate of Appropriateness from the Historic Preservation Commission and before the start of construction.

“**corner board**” - the narrow or wide vertical board at the exterior corners of a frame building.

“**cornice**” - a projecting molding at the top of a building or wall.

“**cupola**” - a small roof tower, usually rising from the topmost center of the roof ridge or turret. Cupolas may have windows and have a variety of roof types including gables, conical roofs and square, hexagonal or octagonal bases.

“**demolition**” - the partial or total razing, dismantling or destruction of any building or structure, or of any other improvement within the Historic District. *The demolition of existing structures in Ocean Grove is contrary to the mission of the Historic Preservation Commission and any demolition must meet rigorous review criteria during the approval/denial process.*

“**dentil**” - small square blocks extending along the underside of a projecting cornice.

“**Design Guidelines**” - refers to the criteria as set forth by the Historic Preservation Commission and the Township of Neptune regarding the exterior architectural treatments and façades of any building or structure fronting a public right of way.

“**eaves**” - the projecting overhang at the lower edge of a roof.

“**entablature**” - the classical architectural term which describes the part of a building which is supported by columns and consisting of a cornice, frieze and architrave, or an assemblage of architectural moldings and trim creating a crown molding type detail on building exteriors.

“**eyelid/eyebrow**” - the low-profile arched element similar to the roof dormer featuring half round or low-profile arched windows which function as historic skylights or clerestories.

“exterior alteration” - any change in the exterior architectural features of a building or any other structure including repainting, additions, or the demolition of part of a building with the exception of repainting the exterior of the structure in the same color(s) for maintenance purposes.

“exterior architectural feature” - any element of the exterior architectural style, design or general arrangement of a structure that is visible from the outside including, but not limited to, the style and placement of all windows, doors, gutters, garages, porches, railings, steps, stairs, lighting, roof type and color, building material, signage, and decorative elements including landscaping, fences and features.

“façade” - the exterior face or elevation of a building visible to public view.

“fanlight” - an arched transom located over doors or windows comprised of glazing pieces seamed with wood grille work with muntins positioned in a radial manner from the center base of the arched transom.

“finial” - the projecting ornamental element at the top of a gable, spire or pointed roof.

“frieze” - the middle portion of a wide flat board under a cornice detail which may be ornamented or paneled.

“gable roof” - a roof with a central high point or ridge which creates a slope to either side; also known as the triangular section of wall under the sloped roof lines.

“gambrel roof” - a roof with a central ridge and two angled roof segments on either side of the ridge, similar to a traditional barn roof; also known as a Dutch colonial roof.

“hip roof” - a roof with uniform slopes on all four sides extending from a central ridge line or point.

“historic flared avenue open space” - the unobstructed area located between the curb line and the front leasehold building/property line for particular properties located from the ocean front between Ocean and Central Avenues so as to maximize views and vistas of the shore line. The exception to this is Spray Avenue.

“historic integrity” - the authenticity of the property’s historic identity, evidenced by the survival of physical characteristics that existed during the property’s historic architectural period.

“historic landmark” - historic building structure or site, or any property under the protection of landmark status within the designated Historic District.

“historic site” - any real property, man-made structure, natural object, or significant location which has been formally designated as being historic and exhibits or possesses archaeological, cultural or architectural significance, or otherwise located within the boundaries and limits of a formally designated Historic District.

“historic sites inventory” - a list of historic properties determined to meet criteria of formal designation as identified as a “historic site” or “historic landmark”.

“HVAC” - heating, ventilation and air conditioning systems.

“lattice” - pattern produced by interlacing laths or slat-like trim or other thin strips of wood or simulated-wood material in a manner to screen the underside of porches or other areas to be shielded from public view. This is typically vertical and horizontal in Ocean Grove.

“leaded glass window” - a window that is composed of pieces of glass that are held in place with lead strips; the glass may be clear, colored or stained; leaded glass windows are often referred to as “stained glass windows”.

“lintel” - the horizontal decorative beam or structural member positioned over a wall opening or span between columns.

“mansard roof” - a roof traditionally having a steep single or double slope on all four sides of a building’s footprint.

“modillion” - the horizontal block or bracket placed under the overhang of the cornice.

“mullion” - the vertical divider in a window.

“muntin” - the dividing strips between the glazed panes in a multi-paned window.

“National Register criteria” - the established criteria for evaluating the eligibility of properties for inclusion in the National Register of Historic Places.

“pediment” - the triangular gable end of the roof; also any similar crowning element used over the doors or windows, usually triangular but may be arched or curved.

“pendent” - the projecting ornamental element at the bottom of a gable, spire or pointed roof.

“pent” - an angled roof overhang, skirt or canopy-like detail which is attached to the perimeter of the building and most frequently found at open air porches and cornice lines; pent details usually project not more than several feet from the building line and are intended to provide added shade and weather protection. The underside of a pent detail features exposed rafters and rafter tails.

“pinnacle” - the vertical rail with tooled and pointed ends positioned in the center of a gable ornament or at the ridge point of a gable roof with the pointed end usually extending into the gable area below the roof line.

“pilaster” - a shallow pillar attached to the wall resembling a classical column; also commonly used at door and window surrounds and trim.

“pop-ups” - the introduction of additional floor levels by raising partial or total existing roof areas in order to increase new living space and thereby significantly altering the original scale, form and architectural character of the existing dwelling.

“portico” - an entrance porch.

“preservation” - the act or process of applying measures to sustain the existing form, integrity and materials of a building or structure, and the landscape features and vegetative cover of a site where integral to the visual experience of the building, property or site. It may include stabilization work, where necessary, as well as ongoing maintenance of the historic building materials.

“PVC” – poly vinyl chloride materials used in manufacture of piping, railings and some ornamental trim.

“reconstruction” - any project where the extent and nature of the work is such that the work area cannot be occupied while the work is in progress and where a new certificate of occupancy is required before the work area can be reoccupied. Reconstruction may include repair, renovation, alteration, or any combination thereof. Reconstruction shall not include projects comprised only of floor finish replacement, painting or wallpapering, or the replacement of equipment or furnishings. Asbestos-hazard abatement and lead-hazard abatement projects shall not be classified as reconstruction solely because occupancy of the work area is not permitted.

“renovation” - the removal and replacement or covering of existing interior or exterior finish, trim, doors, windows, or other materials with new materials that serve the same purpose and do not change the configuration of space. Renovation shall include the replacement of equipment or fixtures.

“repair” - the return to a good or sound condition of materials, systems and/or components that are worn, deteriorated or broken using materials or components identical to or closely similar to the existing.

“restoration” - the act or process of accurately recovering the form and details of a property as it appeared at a particular period of time by means of the removal of later work or by the replacement of missing earlier work, details, ornamentation, finishes, features, and trim.

“sash” - the frame in which a glass window is set; a sash may be moveable, slide vertically or be fixed in place; often referenced as the top and bottom sash of a double hung window.

“Sanborn maps” – initially created to estimate fire-insurance risks. Sanborn is an American publisher of historical and current maps of US cities and towns. The company’s maps are frequently used for historical research and for preservation and restoration efforts.

“seaside vernacular” - the indigenous architectural character of the Historic District as an ocean front community which features specific forms, shapes and other elements which harmonize with the seaside breezes, sun shading, and summer season activities and complement the dominant and pre-existing architectural historic styles.

“sill” - the lower horizontal member of a door frame, window frame or wall.

“soffit” - the exposed underside of an extended overhead component of a building such as the undersurface of a roof overhang, arched opening, cornice, or porch canopy.

“structure” - a combination of materials constructed for use, occupancy or ornamentation whether installed on, above or below the surface of land.

“system” - the primary structural, mechanical, plumbing, electrical, fire protection, or occupant service components of a building including any equipment, fixtures, connections, conduits, wires, pipes, and ducts as well as any associated sensors, controls, distribution, or safety elements.

“T-111” - texture one eleven manufactured wood sheathing which is fabricated with vertical grooved reveals that is intended for exterior application.

“tower” - an often small but dominant corner tower with either a conical roof or hexagonal or octagonal base form with steep angle roof sides culminating in a high central point.

“transom” - a small window over a door or another window; a transom may be rectangular, fan-shaped, arched, or elliptical and may contain stained, leaded or otherwise ornamental period style glass.

“turned post” - a post which is ornamented by the carving of grooved detail in the mid section of porch columns or posts; groove detail may create narrow rings, wide bands or globe like forms and usually feature combinations of each.

“Victorian Era Architecture” - the period of American architecture generally recognized as being built between 1880 and 1910 and include a variety of styles including Eastlake, Gothic Revival, Queen Anne, Craftsman, and Stick Styles.

Ocean Grove Residential Structures – Design Guidelines

VIII. Credits

The Office of the Historic Preservation Commission of Neptune:

Dawn Crozier

Historic Preservation Commission, Secretary

A Victorian House Builder's Guide - George E. Woodward

American Shelter - Lester Walker

Architecture of the Victorian Era - E. C. Hussey

Bricknell's Victorian Buildings - A. J. Bricknell and Company

Century of Color - Roger W. Moss

Clues to American Architecture - Marilyn W. Klein and David P. Fogle

Designs for Street Fronts, Suburban Houses and Cottages - M.F. Cummings & C.C. Miller

Great American Houses and their Architectural Styles - Virginia & Lee McAlester

Guidelines for the Township of Neptune's Board of Architectural Review/1983

Home Renovator's Guide for Historic Ocean Grove/1989 - Gail Hunton & Jennifer Boyd

Neptune Township Land Development Ordinance.

Preservation Guidelines Manual/1989 - Constance M. Greiff and Anne Weber, AIA

Victorian City and Country Houses - George E. Woodward

Victorian Exterior Decoration - Roger W. Moss and Gail Caskey Winkler

Victorian Domestic Architectural Plans and Details - William T. Comstock

Visual Dictionary of American Domestic Architecture - Rachel Carley

ORDINANCE NO. 16-46

AN ORDINANCE CREATING AND SETTING THE SALARY RANGE FOR NEW JOB TITLES AND AMENDING THE SALARY RANGES FOR ALL OTHER EXISTING JOB TITLES OF THE TOWNSHIP OF NEPTUNE AND REPEALING ALL PARTS OF PREVIOUS ORDINANCES INCONSISTENT HEREWITH

BE IT ORDAINED, by the Township Committee of the Township of Neptune, County of Monmouth, State of New Jersey, as follows:

SECTION 1. The job titles of Full-Time Jailer and Full-Time Agent and Part-Time Special Law Enforcement Officer Class II/School Resource Officer are hereby created and the salary range for said titles is established in the table in Section 2.

SECTION 2. The salary ranges for all existing job titles in the Township of Neptune are hereby amended and established as follows:

<u>Title</u>	<u>Minimum Salary</u>	<u>Maximum Salary</u>
Accountant	\$ 35,000.00	\$ 70,000.00
Administrative Assistant	\$ 37,000.00	\$ 75,000.00
Affirmative Action Officer (Public Agency Compliance Officer)	\$ 1,000.00	\$ 3,000.00
Agent (Police Department)	\$ 34,500.00	\$ 50,000.00
Assessing Clerk	\$ 27,300.00	\$ 42,000.00
Assessing/Land Use Inspector	\$ 34,000.00	\$ 48,000.00
Assessment Search Officer	\$ 1,500.00	\$ 6,000.00
Assessor	\$ 70,000.00	\$ 135,000.00
Assistant Assessor	\$ 36,000.00	\$ 70,000.00
Assistant CFO	\$ 15,000.00	\$ 85,000.00
Assistant Construction Official	\$ 65,000.00	\$ 85,000.00
Assistant Engineer	\$ 55,500.00	\$ 85,000.00
Assistant Mercantile License Officer	\$ 1,500.00	\$ 3,000.00
Assistant Purchasing Agent	\$ 40,000.00	\$ 75,000.00
Assistant Zoning Officer	\$ 3,000.00	\$ 6,000.00
Asst. Economic Development Coordinator	\$ 3,500.00	\$ 7,500.00
Asst. Public Works Director	\$ 3,500.00	\$ 95,000.00
Bi-Lingual Translator	\$ 100.00	\$ 750.00
Black Seal License	\$ 500.00	\$ 1,000.00
Bookkeeper	\$ 30,000.00	\$ 65,000.00
Building Inspector	\$ 40,000.00	\$ 80,000.00
Building Sub-Code Official	\$ 45,000.00	\$ 100,000.00
Business Administrator	\$ 90,000.00	\$ 170,000.00
Captain of Police	\$ 130,000.00	\$ 158,000.00
Chief Financial Officer	\$ 90,000.00	\$ 170,000.00
Chief of Police	\$ 150,000.00	\$ 185,000.00
Citizens Board Administrator	\$ 39,000.00	\$ 73,000.00
Code Enforcement Supervisor	\$ 60,000.00	\$ 85,000.00
Code/Construction Inspector	\$ 32,000.00	\$ 70,000.00
Community Programs Coordinator	\$ 32,500.00	\$ 65,000.00

Construction Official	\$	80,000.00	\$	130,000.00
Custodian	\$	31,200.00	\$	65,000.00
Customer Service Representative	\$	27,300.00	\$	50,000.00
Departmental Secretary	\$	34,500.00	\$	75,000.00
Deputy Chief of Police	\$	135,000.00	\$	165,000.00
Deputy Court Administrator	\$	33,500.00	\$	70,000.00
Deputy Emergency Management Coordinator	\$	3,000.00	\$	7,500.00
Deputy Municipal Clerk	\$	50,000.00	\$	80,000.00
Deputy Registrar of Vital Statistics	\$	29,000.00	\$	45,000.00
Deputy Senior Center Director	\$	43,000.00	\$	65,000.00
Deputy Sewer Collector	\$	5,000.00	\$	15,000.00
Deputy Tax Assessor	\$	50,000.00	\$	75,000.00
Deputy Tax Collector	\$	50,000.00	\$	85,000.00
Detective	\$	2,500.00	\$	2,500.00
Director of Code and Construction	\$	10,000.00	\$	85,000.00
Director of Engineering and Planning	\$	80,000.00	\$	135,000.00
Driver	\$	31,200.00	\$	75,000.00
Economic Development Administrative Assistant	\$	2,000.00	\$	5,000.00
Economic Development Coordinator	\$	5,000.00	\$	35,000.00
Economic Development Secretary	\$	3,500.00	\$	6,000.00
Elections Clerk	\$	6,000.00	\$	10,000.00
Electrical Inspector	\$	30,000.00	\$	60,000.00
Electrical Sub-Code Official	\$	54,000.00	\$	95,000.00
Emergency Management Coordinator	\$	4,000.00	\$	9,500.00
Emergency Management Secretary	\$	2,000.00	\$	7,000.00
Emergency Medical Services Manager	\$	60,000.00	\$	90,000.00
Engineer	\$	50,000.00	\$	70,000.00
Engineer Technician	\$	40,000.00	\$	75,000.00
Environmental / Shade Tree Secretary	\$	1,000.00	\$	3,000.00
Finance Dept. Secretary	\$	3,500.00	\$	60,000.00
Foreman	\$	68,000.00	\$	85,000.00
Grant Coordinator	\$	35,000.00	\$	60,000.00
Harbor Commission Secretary	\$	1,000.00	\$	2,500.00
Harbor Master	\$	35,000.00	\$	55,000.00
Health Benefits Opt-Out	\$	2,500.00	\$	4,000.00
Heavy Equipment Operator	\$	34,700.00	\$	75,000.00
Historic Preservation Comm. Secretary	\$	2,500.00	\$	9,000.00
Human Resources Director	\$	65,000.00	\$	97,000.00
Human Resources Specialist	\$	58,000.00	\$	70,000.00
Jailer	\$	34,500.00	\$	48,000.00
Land Use Administrator	\$	4,000.00	\$	10,000.00
Lead Communications Operator	\$	32,500.00	\$	75,000.00
Lieutenant of Police	\$	130,000.00	\$	145,000.00
M.I.S. Specialist	\$	46,500.00	\$	75,000.00
Matron	\$	500.00	\$	1,500.00
Mayor	\$	8,000.00	\$	10,500.00
Medical Director	\$	2,000.00	\$	5,000.00
Mercantile License Officer	\$	2,000.00	\$	7,500.00
MIS Director	\$	75,000.00	\$	95,000.00
Municipal Alliance Coordinator	\$	7,500.00	\$	17,500.00
Municipal Clerk	\$	70,000.00	\$	135,000.00
Municipal Court Administrator	\$	50,000.00	\$	85,000.00
Municipal Court Judge	\$	50,000.00	\$	75,000.00
Municipal Prosecutor	\$	30,000.00	\$	50,000.00

OEM Haz-Mat / Deputy Coordinator	\$	2,000.00	\$	6,000.00
Outreach Coordinator	\$	32,500.00	\$	50,000.00
Outreach Worker	\$	31,500.00	\$	45,000.00
Parks Inspector	\$	1,000.00	\$	2,500.00
Patrolman	\$	40,000.00	\$	123,000.00
Pesticide License	\$	500.00	\$	1,500.00
Plumbing Sub-Code Official	\$	54,000.00	\$	95,000.00
Police Director	\$	25,000.00	\$	100,000.00
Police Information System Manager	\$	46,300.00	\$	85,000.00
Principal Assessing Clerk	\$	30,000.00	\$	50,000.00
Public Defender	\$	18,000.00	\$	30,000.00
Public Safety Officer	\$	32,000.00	\$	45,000.00
Public Safety Officer Supervisor	\$	40,000.00	\$	60,000.00
Public Works Director	\$	90,000.00	\$	125,000.00
Public Works Supervisor	\$	80,000.00	\$	100,000.00
Purchasing Agent	\$	60,000.00	\$	100,000.00
Records Clerk	\$	27,300.00	\$	60,000.00
Recreation Coordinator (Recreation Dept)	\$	35,000.00	\$	65,000.00
Recreation Coordinator (Sr Ctr)	\$	35,000.00	\$	55,000.00
Recreation Director	\$	60,000.00	\$	95,000.00
Recycling Coordinator	\$	500.00	\$	2,500.00
Registrar of Vital Statistics	\$	45,000.00	\$	75,000.00
Rent Leveling Board Secretary	\$	2,500.00	\$	5,000.00
Secondary Sewer Operators License	\$	2,500.00	\$	6,000.00
Senior Center Bus Driver	\$	31,200.00	\$	50,000.00
Senior Center Director	\$	65,000.00	\$	97,000.00
Senior Kitchen Aid	\$	27,300.00	\$	39,000.00
Senior Programs Representative	\$	31,000.00	\$	45,000.00
Sergeant of Police	\$	115,000.00	\$	135,000.00
Sewer Collector	\$	10,000.00	\$	35,000.00
Sewer Operators License	\$	5,000.00	\$	10,000.00
Special Projects Coordinator	\$	35,000.00	\$	75,000.00
Superintendent of Buildings	\$	65,000.00	\$	95,000.00
Tax Collector	\$	75,000.00	\$	135,000.00
Tax Search Officer	\$	1,500.00	\$	5,000.00
Taxi License Coordinator	\$	1,500.00	\$	5,000.00
Technical Asst. to the Construction Official	\$	32,000.00	\$	55,000.00
Township Committee Member	\$	6,000.00	\$	9,500.00
Transportation Coordinator	\$	27,500.00	\$	45,000.00
Violations Clerk	\$	27,300.00	\$	45,000.00
Zoning Compliance Officer	\$	5,000.00	\$	65,000.00

Hourly Rates:

Bus/Van Driver	\$	15.00	\$	20.00
Carpenter	\$	18.00	\$	25.00
Construction Code Inspector	\$	25.00	\$	40.00
Court Security Officer	\$	15.00	\$	25.00
Crossing Guard	\$	15.00	\$	20.00
Custodian	\$	15.00	\$	25.00
Fire Sub-Code Official	\$	25.00	\$	50.00
Assistant Engineer	\$	20.00	\$	35.00
Investigator	\$	20.00	\$	30.00
Jailer	\$	15.00	\$	25.00

Kitchen Aid	\$	15.00	\$	20.00
Litter Control Attendant	\$	12.00	\$	17.00
Marina Attendant	\$	15.00	\$	25.00
Municipal Intern	\$	10.00	\$	12.00
Property Maintenance Worker	\$	15.00	\$	20.00
Public Safety Officer	\$	15.00	\$	21.00
Recreation Attendant	\$	12.00	\$	18.00
Secretary	\$	15.00	\$	25.00
Special Law Enforcement Officer (Class I)	\$	15.00	\$	19.00
Special Law Enforcement Officer (Class II SRO)	\$	22.00	\$	32.00
Special Law Enforcement Officer (Class II)	\$	17.00	\$	25.00
Special Law Enforcement Officer (Class III)	\$	20.00	\$	30.00
Supervising Special Law Enforcement Officer	\$	22.00	\$	30.00
Temporary Skilled Worker		NJ Prevailing Wage		NJ Prevailing Wage
Tourism Director	\$	15.00	\$	25.00
Tourism Representative	\$	15.00	\$	20.00
Yard Attendant	\$	15.00	\$	20.00

SECTION 3. This ordinance shall become effective January 1, 2017.

SECTION 4. The salary for each position named above shall be established within the aforesaid ranges by adoption of a contract with employees of AFSCME Local 1844, the Neptune Township Management and Department Heads Association, P.B.A. Local #74, F.O.P. Local #19 or by individual contract for employees not represented by a bargaining unit.

SECTION 5. That all ordinances or parts of ordinances of the Township of Neptune, including Ordinance No. 13-45 in its entirety, in conflict or inconsistent with this ordinance are hereby repealed.

APPROVED ON FIRST READING:

APPROVED, PASSED, AND ADOPTED:

Richard J. Cuttrell,
Municipal Clerk

Kevin B. McMillan,
Mayor

ORDINANCE NO. 16-47

AN ORDINANCE AMENDING AND SUPPLEMENTING
THE LAND DEVELOPMENT ORDINANCE OF THE
TOWNSHIP OF NEPTUNE BY AMENDING SECTION
1010, ENTITLED, "PLOT PLANS AND AS-BUILT
SURVEY" AND SECTION 1012, ENTITLED, "ZONING
PERMITS"

BE IT ORDAINED, by the Township Committee, County of Monmouth, State of New Jersey that the Land Use Ordinance of the Township of Neptune be and is hereby amended as follows:

SECTION 1.

Section 1010 "Plot plans and as-built survey" is hereby amended and supplemented in its entirety as follows:

§ 1010. Plot plans and as-built survey.

- A. Two signed and sealed copies of individual plot plans **in accordance with NJAC 3:40-7.3** shall be submitted to the Township Engineer to accompany any permit application for **any new** construction and for any **building addition or land disturbance greater than 150sf or 50sf in Ocean Grove section**. The individual plot plan shall be utilized to review the project for adequate drainage and grading and compliance to all applicable Township standards.
- B. The **Township** Engineer will review the submitted documents and either disapprove or approve the submitted plot plan. The applicant will be notified if any revisions are required.
- C. The Construction Official shall not issue **any construction** permit until the **Township** Engineer approves the proposed individual plot plan.
- D. Each individual plot plan shall be drawn to scale of not less than one inch equaling 50 feet, signed and sealed in accordance with N.J.A.C. 13:40-7.3 by a professional licensed to practice in the State of New Jersey, and shall be no smaller than 8 1/2 inches by 14 inches.
- E. Individual plot plans shall include the following information:
 - (1) Bearing and distances.
 - (2) North arrow, written and graphic scale.
 - (3) Existing/proposed easement and dedications.
 - (4) Existing/proposed building, pool, decks, patios, porches, sheds and accessory structures dimensions.
 - (5) Existing/proposed sidewalks, driveways and retaining walls.
 - (6) Building envelope graphically depicting and dimensioning zoning setback requirements and/or setbacks approved by the Board if (applicable).
 - (7) Street name, right-of-way width, pavement width and composition of the street(s) fronting the lot.
 - (8) The title block on the plot plan must include the property address, the block and lot number of the property in question and the name of the applicant.
 - (9) Limits of clearing and soil disturbance. Show number of trees over four (4) inches diameter to be removed.
 - (10) Existing trees to be protected and remain. Include tree replacement plan, **if**

- applicable as per 525 of the Land Development Ordinance (LDO).
- (11) Location of wetlands, floodplains, stream encroachment lines and/or any other environmental constraints to the property. If there are no wetlands, then a note should be added to the plan stating that no wetlands exists on the subject property.
 - (12) Sufficient street elevations including center line, gutter and top of curb (if applicable); existing and proposed lot elevations to include, at a minimum, property corners, midpoints of property lines, building corners and center of lot; the finished floor, basement and garage floor elevations of the proposed adjacent dwellings, corner elevations and topography within 10 feet of property lines or as far as necessary to determine adequate drainage characteristics. All elevations shall be according to the NGVD (National Geodetic Vertical Datum) and the source of datum so noted. Any specific circumstances for which elevation requirements cannot be met will be subject to review by the Township Engineer and Construction Official on a case-by-case basis. Under no circumstances shall individual lots be graded in such a manner as to redirect stormwater runoff onto an adjacent and/or downstream property or disturb or change the existing drainage patterns of an adjacent lot. Drainage flow arrows shall be provided to clearly depict the directions of stormwater runoff. No grading or the creation of sump conditions shall be permitted on adjacent lot(s) unless permission has been specifically granted, in writing, by the owner of said adjacent lot(s).
 - (13) Location of any storm drainage pipes within 25 feet of the property including pipe size, grade and invert.
 - (14) Lot grading shall be designed to provide positive runoff with grades at a minimum slope of 1.5%.
 - (15) Swales designed to convey surface runoff shall be designed with suitable subgrade material containing well draining sand or gravel, stone, sand mix topsoil or other material acceptable to the Township Engineer. A construction detail shall be included on the plan.
 - (16) Utility connections, including, but not limited to, water, sanitary sewer, gas, electric, telephone and cable.
 - (17) Elevations, cross sections, details, and dimensions of driveways and retaining walls.
 - (18) The plan shall show new or existing utilities to be utilized in accordance with applicable standards.
 - (19) Location and direction of all existing and proposed downspouts.
 - (20) If sidewalk and/or curbing is proposed details to be provided and sufficient proposed grades to ensure positive drainage.
 - (21) A separate road opening permit is required for any disturbance in the Township Right of Way
 - (22) Prior Board approval or waiver granted for construction in easements.
 - (23) Other items that may be required by the Township Engineer for proper construction of the site
- F. Plot plans of Planning Board approved projects still required individual grading plans and shall match the intent of approved subdivision/site plans.
- G. If a basement is proposed, a subsurface soil investigation certified by a licensed engineer shall be submitted with the plot plan.
- H. The applicant shall submit a foundation survey to the Zoning Officer prior to an inspection of the foundation for approval and backfilling. This survey shall include the location of the foundation and the actual floor elevations. If the as-built survey

establishes locations or elevations different from those submitted in the plot plan, changes in the proposed grading shall be noted. A revised grading plan shall be submitted to the Engineering and Planning Department and a revised building plan to the Construction Official.

- I. The applicant shall submit one (1) copy of a final as-built survey for new construction, building addition or land disturbance over 150sf or 50 sf for Ocean Grove. Building additions signed and sealed by a professional engineer or land surveyor licensed in the state of New Jersey prior to requesting a final certificate of occupancy (CO) inspection from the Municipal Engineer.
- J. The as-built plan shall address constructed conditions and/or location of:
 - (1) Final grading elevations;
 - (2) Roads including curbing and sidewalks;
 - (3) Utilities, new or existing;
 - (4) Building location (s);
 - (5) Driveways and parking lots;
 - (6) Location and direction of downspouts;
 - (7) Stormwater management facilities, including as-built topographic contours and volume calculations;
 - (8) Walls and fences, and
 - (9) Lighting
 - (10) Planting(s)
 - (11) Signage
 - (12) Refuse Area
 - (13) Other structures or conditions deemed pertinent by the Municipal Engineer.
- K. Exemption from the requirements of this section for new construction, building addition or land disturbance under 150sf or 50sf for Ocean Grove requires the approval of the Township Engineer, said exemption to be contingent upon:
 - (1) Proof that the subject addition is not in a flood hazard zone
 - (2) A survey locating the existing dwelling and showing the proposed improvements
 - (3) A site inspection by a Township engineering inspector to verify that the proposed addition will not create drainage problems.
 - (4) A notarized letter from the property owner stating there will be no adverse drainage impacts.
 - (5) Submission of a \$75.00 review fee;In the event that the review of the application does not prove acceptable for an exemption, a full grading plan/plot plan shall be submitted along with required application and fees for review.

SECTION 2

Section 1102, "Zoning Permits" Paragraph C, "Lot grading and elevation plan" be and is hereby amended and supplemented in its entirety as follows:

- C. Lot grading and elevation plan. As a condition precedent to the issuance of a new zoning permit, a proposed plot plan for each individual lot shall be submitted to the Township Engineer for review and approval. Details of the individual plot plan shall conform to the submission requirements outlined in Section 1010 "Plot Plan and As-built Survey".

SECTION 3

All Ordinance, or parts thereof, inconsistent with the provisions of this Ordinance, be and the same are hereby repealed to the extent of such inconsistency.

SECTION 4

Should any section, paragraph, clause or any other portion of this Ordinance be adjusted by a Court of competent jurisdiction to be invalid, such judgment shall not affect or impair the remainder of this Ordinance.

SECTION 5

This Ordinance shall take effect upon its passage and publication according to law and upon the filing of a certified copy thereof with the Monmouth County Planning Board.

APPROVED ON FIRST READING:

APPROVED, PASSED AND ADOPTED:

ATTEST:

Richard J. Cuttrell
Municipal Clerk

Kevin B. McMillan
Mayor

ORDINANCE NO. 16-48

AN ORDINANCE TO AMEND VOLUME I, CHAPTER VII OF THE CODE OF THE TOWNSHIP OF NEPTUNE BY RECONFIGURING THE STOP INTERSECTION AT NORTH RIVERSIDE DRIVE AND WESTWOOD PLACE

BE IT ORDAINED, by the Township Committee of the Township of Neptune that the Code of the Township of Neptune is hereby amended as follows:

SECTION 1

Volume I, Chapter VII, Section 7-10 – Through Streets, is hereby amended by amending the following:

Name of Street
North Riverside Drive

Limits
a. Between Brighton Avenue and Westwood Place

b. Between Westwood Place and Lakewood Road

SECTION 2

Volume I, Chapter VII, Section 7-11 – Stop Intersections, is hereby amended by amending the following:

Intersection
North Riverside Drive and Westwood Place

Stop Sign on:
North Riverside Drive facing southbound traffic

SECTION 3. This ordinance shall take effect upon publication in accordance with law.

APPROVED ON FIRST READING:

APPROVED, PASSED, AND ADOPTED:

Richard J. Cuttrell,
Municipal Clerk

Kevin B. McMillan,
Mayor

RESOLUTION #16-481 – 12/12/16

AUTHORIZE AN EXECUTIVE SESSION AS AUTHORIZED BY
THE OPEN PUBLIC MEETINGS ACT

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting in certain circumstances; and,

WHEREAS, this public body is of the opinion that such circumstances presently exist,

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune, County of Monmouth, as follows:

1. The Public shall be excluded from discussion of and action upon the hereinafter specified subject matters.

2. The general nature of the subject matter to be discussed is as follows:

Potential Litigation – Jumping Brook ballfields

Contract negotiations – Property and casualty insurance

Contract negotiations – Public Relations consultant

Personnel – Recommendations for hiring of police officers

Legal Opinion – Revocable License Agreement

Contract negotiations – Shared Services Agreement with Neptune City for EMS.

Contract negotiations – Bargaining unit/employment contracts.

3. It is anticipated at this time that the above stated subject matters will be made public when matters are resolved.

4. This Resolution shall take effect immediately.

RESOLUTION #16-482 - 12/12/16

ACCEPT THE RESIGNATION OF JAMIE LEE WALKLEY AS A
PART-TIME PUBLIC SAFETY OFFICER

WHEREAS, the Township Committee has received a letter from Jamie Lee Walkley resigning as a part-time Public Safety Officer in the EMS Department effective December 14, 2016,

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune that the resignation of Jamie Lee Walkley as a part-time Public Safety Officer in the EMS Department is hereby accepted effective December 14, 2016; and,

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Chief Financial Officer, Assistant C.F.O., Human Resources and EMS Manager.

CERTIFICATION

I HERBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF NEPTUNE ON 12/12/16



RICHARD J. CUTTRELL, MUNICIPAL CLERK

RESOLUTION #16-483 – 12/12/16

PLACE LIEN ON VARIOUS PROPERTIES

WHEREAS, Ordinance #843 of the Township of Neptune states that where a violation or condition exists on any property in the Township of Neptune that is of such a nature as to constitute an immediate threat to life, health, safety and the well being of residents in this township unless abated without delay, the Code Enforcement Supervisor may abate the violation or condition immediately or order the owner, operator or occupant to correct the violation or condition within a three-day period; and

WHEREAS, the Code Enforcement Supervisor determined that the condition of the properties listed below constituted such a threat; and,

WHEREAS, the Code Enforcement Supervisor has notified the Township Committee of the Township of Neptune that the owners of said property have failed to correct the condition/violation as ordered; and

WHEREAS, the Code Enforcement Supervisor has had the condition corrected in accordance with Article IV, Section 6.2 (a) of Ordinance #843 at a total cost as indicated below,

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune that the Tax Collector be and is hereby authorized to place the following costs as a lien against the following properties; and,

<u>BLOCK/LOT</u>	<u>ADDRESS</u>	<u>AMOUNT</u>
712/1	510 Fisher Place	245.00
3903/12	3501 Route 66	1,486.00

BE IT FURTHER RESOLVED, that a copy of this resolution along with the Code Enforcement Supervisor's report be forwarded to the Tax Collector.

CERTIFICATION

I HERBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF NEPTUNE ON 12/12/16



RICHARD J. CUTTRELL, MUNICIPAL CLERK

RESOLUTION #16-484 - 12/12/16

AUTHORIZE THE EXECUTION OF A SUBORDINATION AGREEMENT IN CONNECTION
WITH A UDAG MORTGAGE GRANTED TO NEW YORK CONCOURSE, LLC

WHEREAS, the Township of Neptune holds a mortgage dated February 28, 2013 in the amount of \$100,000.00 in connection with an UDAG loan granted to New York Concourse, LLC for the property at 1401 Highway 35, also known as the Headliner; and,

WHEREAS, New York Concourse, LLC has requested that the Township of Neptune subordinate its mortgage in order that New York Concourse, LLC may secure an additional mortgage on the premise; and;

WHEREAS, the Township desires to subordinate its mortgage to allow the business owner to secure additional capital,

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune that the Mayor and Clerk be and they are hereby authorized to execute a Subordination Agreement in connection with the UDAG mortgage issued to New York Concourse, LLC as further described herein; and,

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Grant Coordinator.

CERTIFICATION

I HERBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF NEPTUNE ON 12/12/16



RICHARD J. CUTTRELL, MUNICIPAL CLERK

RESOLUTION #16-485 – 12/12/16

AUTHORIZE THE TOWNSHIP OF NEPTUNE
TO ENTER INTO A JOINT PURCHASING AGREEMENT

WHEREAS *N.J.S.A. 40A:11-11(10)* authorizes contracting units to establish a Joint Purchasing System and to enter into a Joint Purchasing Agreement for its administration; and

WHEREAS the Borough of Neptune City, hereinafter referred to as the “Lead Agency” has offered voluntary participation in a Joint Purchasing System for the provision and performance of goods and services; and

WHEREAS, on October 15, 2013 the governing body of the Borough of Neptune City, County of Monmouth, State of New Jersey duly considered participation in a Joint Purchasing System for the provision and performance of goods for Police Department Equipment for Training Purposes, including but not limited to simunations Equipment; and,

WHEREAS, the following towns have agreed to participate in said Joint Purchasing System: Borough of Neptune City and the Borough of Bradley Beach, the Borough of Avon by the Sea, the City of Asbury Park, the Borough of Belmar, the Borough of Spring Lake, the Borough of Spring Lake Heights, the Borough of Sea Girt, the Borough of Manasquan, the Borough of Brielle, the Township of Neptune, and the Township of Wall,

NOW, THEREFORE BE IT RESOLVED, by the Township of Neptune, County of Monmouth, as follows:

TITLE - This Resolution shall be known and may be cited as the Joint Purchasing Resolution of the Township of Neptune.

AUTHORITY - Pursuant to the provisions of *N.J.S.A. 40A:11-10* the Mayor is hereby authorized to enter into a Joint Purchasing Agreement with the Lead Agency.

CONTRACTING UNIT - The Lead Agency shall be responsible for complying with the provisions of the Local Public Contracts Law (*N.J.S.A. 40A:11-1 et seq.*) and all other provisions of the revised statutes of the State of New Jersey.

EFFECTIVE DATE - This resolution shall take effect immediately upon passage.

CERTIFICATION

BY: _____
Kevin B. McMillan, Mayor

BY: _____
Richard J. Cuttrell, Municipal Clerk

JOINT PURCHASING SYSTEM AGREEMENT

AGREEMENT FOR A JOINT PURCHASING SYSTEM

This Agreement made and entered into this ____ day of _____, 2016, by and between the Borough of Neptune City and the Borough of Bradley Beach, the Borough of Avon by the Sea, the City of Asbury Park, the Borough of Belmar, the Borough of Spring Lake, the Borough of Spring Lake Heights, the Borough of Sea Girt, the Borough of Manasquan, the Borough of Brielle, the Township of Neptune, and the Township of Wall to participate in a Joint Purchasing System.

WITNESSETH

WHEREAS, *N.J.S.A. 40A:11-10*, specifically authorize two or more contracting units to enter into a Joint Purchasing Agreement for the provision and performance of goods and services; and

WHEREAS, the Borough of Neptune City is conducting a voluntary Joint Purchasing System with other authorized contracting units utilizing the administrative purchasing services and facilities of the Borough of Neptune City; and

WHEREAS, this Joint Purchasing Agreement is to effect substantial economies in the provision and performance of goods and services; and

WHEREAS, all parties hereto have approved the within Agreement by Resolution; and in accordance with the aforesaid statute; and

WHEREAS, it is the desire of all parties to enter into such Agreement for said purposes;

NOW, THEREFORE, IN CONSIDERATION OF the promises and of the covenants, terms and conditions hereinafter set forth, it is mutually agreed as follows:

1. The goods or services to be priced jointly may include Equipment for the purpose of training purposes, including but not limited to Simulations, and such other items as two or more participating contracting units in the system agree can be purchased on a joint basis.
2. The items and classes of items which may be designated by the participating contracting units hereto shall be purchased jointly for the period commencing with the execution of this Agreement and continuing until terminated as hereinafter provided.
3. The Lead Agency, on behalf of all participating contracting units, shall upon approval of the System's registration and annually thereafter, on the anniversary of the systems registration and shall publish a legal ad in such format as required by *N.J.A.C. 5:34-7. 9*

(a) in its official newspaper normally used for such purposes by it to include such information as:

- (A) The name of Lead Agency soliciting competitive bids or informal quotations.
 - (B) The address and telephone number of Lead Agency.
 - (C) The names of the participating contracting units.
 - (D) The State Identification Code assigned the Joint Purchasing System.
 - (E) The expiration date of the Joint Purchasing Agreement.
4. The specifications shall be prepared and approved by the Lead Agency, and no changes shall thereafter be made. Nothing herein shall be deemed to prevent changes in specifications for subsequent purchases.
 6. The Lead Agency when advertising for bids or soliciting informal quotations shall receive bids or quotations on behalf of all participating contracting units.
 7. Following the receipt of bids, the Lead Agency shall review said bids and on behalf of all participating contracting units, either reject all or certain of the bids or make one award to the lowest responsible bidder or bidders for each separate item.
 8. The award shall result in only the Lead Agency entering into a formal written contract(s) directly with the successful bidder(s).
 9. The Lead Agency on behalf of each participating contracting unit shall certify the funds available for all the needs ordered under a particular contract(s); issue all purchase orders in its own name directly to the successful vendor(s) against said contract; and be invoiced by and receive statements from the successful vendor(s).
 10. The Lead Agency shall be responsible for payment for any items ordered, or for performance generally, by any other participating contracting unit. Each participating contracting unit, however, shall be required to accept its own deliveries.
 11. No participating contracting unit in the Joint Purchasing System shall issue a purchase order or contract for a price which exceeds any other price available to it from any other such system in which it is authorized to participate or from bids or quotations which it has itself received.
 12. The Lead Agency reserves the right to exclude from consideration any good or service if, in its opinion, the pooling of purchasing requirements or needs of the participating contracting units is either not beneficial or not workable.

13. The Lead Agency shall appropriate sufficient funds to enable it to perform the administrative responsibilities assumed pursuant to this Agreement.
14. It is further agreed that upon notification by the Lead Agency that it is about to award a contract to a vendor on behalf of itself and participating agencies, each participating agency shall issue a purchase order and make payment in advance to the Lead Agency for its respective portion of the pending contract. The Lead Agency shall hold such advance payment in trust for the purpose for which it was made in accordance with *N.J.A.C. 5:34-7.14(d)6iii* and shall promptly return any unneeded portion.
15. This Agreement shall become effective on October subject to the review and approval of the Director of the Division of Local Government Services and shall continue in effect for a period not to exceed five (5) years from said date unless any party to this Agreement shall give written notice of its intention to terminate its participation.
16. All records and documents maintained or utilized pursuant to terms of this Agreement shall be identified by the System Identifier assigned by the Director, Division of Local Government Services, and such other numbers as are assigned by the Lead Agency for purposes of identifying each contract and item awarded.
17. This Agreement shall be binding upon and ensure to the benefit of the successors and assigns of the respective parties hereto.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be signed and executed by their authorized corporate officers and their respective seals to be hereto affixed the day and year above written.

FOR THE LEAD AGENCY:

BY: _____
(NAME AND TITLE)

FOR THE PARTICIPATING UNIT:

BY: _____
Kevin B. McMillan, Mayor

RESOLUTION #16-486 - 12/12/16

RESCIND BID AWARD AND REJECT ALL BIDS
FOR SUNSHINE VILLAGE PARK IMPROVEMENTS

WHEREAS, on October 24, 2016, the Township Committee adopted Resolution #16-455 which awarded a contract to All Surface Asphalt Paving for Sunshine Village Park Improvements; and,

WHEREAS, subsequent to the bid award, the low bidder notified the Township Engineer that they misinterpreted the bid specifications and pricing was submitted for incorrect materials; and,

WHEREAS, the next two lowest bidders also notified the Township Engineer that their bids contained the same error; and,

WHEREAS, All Surface Asphalt Paving and the next two lowest bidders have requested that their bids be rejected,

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune that Resolution #16-455, which awarded a contract to All Surface Asphalt Paving, Inc. for Sunshine Village Park Improvements, be and is hereby rescinded due to misinterpretation of the bid specifications; and,

BE IT FURTHER RESOLVED, that all bids received on October 21, 2016 for the project be and are hereby rejected due to misinterpretation of the bid specifications and the Township Engineer is authorized to rebid the project; and,

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Chief Financial Officer, Assistant C.F.O., Township Engineer, Director of Public Works, Recreation Director and Township Attorney.

CERTIFICATION

I HERBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF NEPTUNE ON 12/12/16



RICHARD J. CUTTRELL, MUNICIPAL CLERK

RESOLUTION #16-487 - 12/12/16

EXTEND OFFER OF EMPLOYMENT FOR THE POSITION
OF SCHOOL CROSSING GUARD

WHEREAS, there is a need for additional School Crossing Guards for the 2016-2017 school year; and,

WHEREAS, the position was posted and applicants interviewed, and the Chief of Police and Business Administrator have made their recommendations; and,

WHEREAS, funds for this purpose are available in the 2016 municipal budget in the appropriation entitled Police S&W, and the Chief Financial Officer has so certified in writing,

THEREFORE, BE IT FURTHER RESOLVED, that the Township Committee of the Township of Neptune hereby extends a conditional offer of employment to Derrick Coleman to serve as a School Crossing Guard for the 2016-2017 school year contingent upon favorable results of required pre-employment screening and background check, at an hourly rate of \$14.33; and,

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Chief of Police, Chief Financial Officer, Assistant C.F.O and Human Resources.

CERTIFICATION

I HERBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF NEPTUNE ON 12/12/16



RICHARD J. CUTTRELL, MUNICIPAL CLERK

RESOLUTION #16-488 - 12/12/16

AUTHORIZE THE TRANSFER OF 2016 BUDGET APPROPRIATIONS

WHEREAS, N.J.S.A. 40A:4-58 permits the transfer of current year appropriations during the last two months of the fiscal year; and,

WHEREAS, the Chief Financial Officer has recommended that the following appropriation transfers be authorized,

FROM:

Group Insurance	3,200.00
Telephone	5,500.00
Natural Gas	40,000.00
Gasoline	175,000.00
Bond Interest	20,000.00
Roads S&W	80,000.00
Health S&W	12,500.00

TO:

Legal O.E.	220,000.00
HPC O.E.	3,000.00
Environmental/Shade Tree O.E.	700.00
Bond Principal	20,000.00
Construction S&W	50,000.00
Senior Center S&W	35,000.00
Court S&W	7,500.00

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune, that 2016 Budget Appropriations be transferred as stated herein; and,

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Chief Financial Officer, Assistant C.F.O. and Auditor.

CERTIFICATION

I HERBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF NEPTUNE ON 12/12/16



RICHARD J. CUTTRELL, MUNICIPAL CLERK

RESOLUTION #16-489 - 12/12/16

AWARD BID FOR WEST LAKE AVENUE STREETScape IMPROVEMENTS – PHASE II

WHEREAS, on November 22, 2016, the Township Engineer received bids for the award of a contract for West Lake Avenue Streetscape Improvements – Phase II; and,

WHEREAS, said bids were reviewed by the Township Engineer and Consulting Engineer who have recommended that the bid be awarded to the lowest bid submitted by S. Batata Construction; and,

WHEREAS, said bids were advertised, received and awarded in a “fair and open” competitive bidding process in accordance with the Open Public Contracts Law; and,

WHEREAS, funds for this purpose will be provided in Ordinance No. 15-03 and the Chief Financial Officer has so certified in writing,

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune that a contract be awarded to S. Batata Construction on their lowest responsible bid of \$608,525.00 for the base bid plus Addition Items A, B & C for West Lake Avenue Streetscape Improvements – Phase II; and,

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Chief Financial Officer, Assistant C.F.O., and Township Engineer.

CERTIFICATION

I HERBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF NEPTUNE ON 12/12/16



RICHARD J. CUTTRELL, MUNICIPAL CLERK

RESOLUTION #16-490 - 12/12/16

RECLASSIFY EMPLOYEE TO THE POSITION OF DIRECTOR OF PUBLIC WORKS
AND DESIGNATE APPLICABLE STIPEND POSITIONS TO EMPLOYEES CURRENTLY
IN THE DEPARTMENT OF PUBLIC WORKS

WHEREAS, due to the retirement of Wayne Rode, there is a vacancy in the position of Director of Public Works as of January 1, 2017; and,

WHEREAS, the position was duly posted and applicants interviewed; and,

WHEREAS, the Business Administrator has made a recommendation to reclassify the Assistant Director of Public Works to the position of Director of Public Works and reclassify existing Public Works employees to the stipend positions of Assistant Director of Public Works; Primary Sewer Operator; Secondary Sewer Operator; and Recycling Coordinator; and,

WHEREAS, funds for this purpose will be provided for the first three months of 2017 in the 2017 Temporary Budget and funds for the balance of 2017 will be provided in the Budget for the year 2017, when finally adopted, and the Chief Financial Officer has so certified in writing,

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune that Mark Balzarano be and is hereby reclassified to the position of Director of Public Works effective January 1, 2017 at an annual salary of \$116,000.00 (includes Secondary Sewer Operator stipend); and,

BE IT FURTHER RESOLVED, that the following stipend positions are designated to the employee indicated effective January 1, 2017 at an annual salary as established by Resolution of the Township Committee for all stipend positions:

Assistant Director of Public Works – John Fritz
Assistant Director of Public Works – George Reid
Primary Sewer Operator – Justin Persico
Secondary Sewer Operator – Mark Balzarano
Recycling Coordinator – John Fritz

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Chief Financial Officer, Assistant C.F.O., Human Resources Director and Department and Division Heads Association.

CERTIFICATION

I HERBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF NEPTUNE ON 12/12/16



RICHARD J. CUTTRELL, MUNICIPAL CLERK

RESOLUTION #16-491 - 12/12/16

AUTHORIZE THE EXECUTION OF SUCCESSOR COLLECTIVE BARGAINING AGREEMENTS FOR TOWNSHIP BARGAINING UNITS

WHEREAS, the Collective Bargaining Agreements between the Township of Neptune and F.O.P. Local #19, P.B.A. Local #74, AFSCME Local #1844 and AFSCME Local #2792 will expire on December 31, 2016; and,

WHEREAS, representatives from each local bargaining unit and the Township of Neptune engaged in negotiations to develop a Successor Collective Bargaining Agreement; and,

WHEREAS, settlement agreements have been reached with all four bargaining units and a Memorandum of Agreement has been endorsed by each respective bargaining unit,

THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Neptune hereby authorizes the execution of Successor Collective Bargaining Agreements, copies of which are on file with the Municipal Clerk, which details the terms and conditions of employment for the term January 1, 2017 through December 31, 2020 for the following bargaining units:

F.O.P. Local #19
P.B.A. Local #74
AFSCME Local #1844
AFSCME Local #2792

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Business Administrator, Chief Financial Officer, Human Resources Director and the President of each of the four bargaining units.

CERTIFICATION

I HERBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF NEPTUNE ON 12/12/16



RICHARD J. CUTTRELL, MUNICIPAL CLERK

RESOLUTION #16-492 – 12/12/16

AUTHORIZE THE PAYMENT OF BILLS

BE IT RESOLVED, by the Township Committee of the Township of Neptune that the following bills be paid if properly certified:

CURRENT FUND	\$1,739,305.29
GRANT FUND	32,827.29
TRUST FUND	35,471.70
GENERAL CAPITAL FUND	103,090.45
SEWER OPERATING FUND	1,143,236.34
MARINA OPERATING FUND	96,990.41
MARINA CAPITAL FUND	1,632.50
DOG TRUST	287.40
LIBRARY TRUST	1,320.69
BILL LIST TOTAL	\$3,154,162.07

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Assistant C.F.O.

CERTIFICATION

I HERBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF NEPTUNE ON 12/12/16



RICHARD J. CUTTRELL, MUNICIPAL CLERK