

Mayor Letitia G. Colombi
Director of Public Works, Parks & Property
Commissioner Edward F. Borden, Jr.
Director of Public Affairs & Public Safety
Commissioner Jeffrey Stephen Kasko
Director of Revenue & Finance



Borough of Haddonfield

Camden County, New Jersey

January 9, 2012

Dear Historic District Homeowner,

Each year, we take this opportunity to remind you that your home is located in the Historic District of Haddonfield as well as inform you of any new information pertaining to the Historic District. Your home is an important element in the "story" of Haddonfield and, by being in the District, helps preserve Haddonfield's architectural heritage for future generations. The Historic Preservation Commission (HPC) is very appreciative of your cooperation in the achievement of our town's critical preservation goals.

If you are planning changes to your property or the exterior of your home, please contact the Community Development Office (Construction Office, 856-429-4700) at Borough Hall to initiate the process of review and approval. To assist and guide property owners with this process, the Borough has a Historic Preservation consultant, Ms. Lisa Soderberg, on staff to answer questions about the requirements of the Historic District Ordinance. Ms. Soderberg can also provide technical advice, general preservation information as well as make arrangements for informal advisory meetings with the HPC. Her office hours are Tuesdays from 4:00pm - 5:30pm in the Community Development Office or by appointment.

Below is a short list that provides some, but not all, of the most common types of exterior projects that property owners undertake that require a Certificate of Appropriateness based on a design review of your application by the HPC:

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|---|--------------------------------|
| * Window & door replacement | * Siding removal & replacement |
| * Roofing & gutter removal or replacement | * Porch & railing replacement |
| * Additions to existing buildings | * Demolition of any structures |
| * Fencing, lighting & walkways | * Installation of solar panels |

For specific information on the application process, please refer to the Borough of Haddonfield's HPC website located at http://www.haddonfieldnj.org/borough_boards-historic.

The Historic Preservation Commission meets in a public meeting format on the second to last Wednesday of every month, or two weeks prior to the Planning Board Meeting. If your application for a Certificate of Appropriateness has been placed on the HPC meeting agenda, the HPC recommends that applicants attend the HPC meeting to answer questions and address the concerns of the group to assist in the review and approval process.

This year, to assist property owners with navigating through the review process, the HPC has proposed Historic Preservation Commission Design Guidelines. The guidelines will serve as a supplemental resource to provide additional educational information in an easy-to-read format. This information will help applicants understand how the Historic District Ordinance is applied by the HPC to make recommendations for approval of Certificates of Appropriateness. The content of the guidelines is based on our Historic District Ordinance, which used the Secretary of Interior Guidelines for Rehabilitating Historic Buildings as its foundational document. The design guidelines are being proposed solely to provide reference educational information for anyone in the Borough who interacts with the HPC. They are not to be considered a new ordinance nor as an addition or revision to the existing Historic District Ordinance.

The HPC is welcoming public comments on the proposed Design Guidelines. As a property owner in the Historic District, we welcome and value your participation in the process of adopting these guidelines. The draft design guidelines can be viewed at the HPC website listed earlier in this letter. Please direct your initial public comments to me at albright58@gmail.com. Please indicate in your e-mail if you would like your e-mail address to be added to the Borough's HPC e-mail notification list. Also, the proposed design guidelines will be discussed at the Planning Board's monthly public meeting on February 7, 2012 at 7:30pm at Borough Hall.

The preservation goals of Haddonfield are essential to the success of our vibrant community. The HPC is grateful for your participation in this process and your shared dedication to preserving our heritage.

Sincerely,

Lee Albright, Chairman,
Historic Preservation Commission

Members: Bill Bisirri (Vice Chair)
David Gottardi
Toni Bonnette
Susan Reintzel
Katie Lipiecki