

**Historical Commission of Birmingham Township**  
**Minutes of the meeting of August 23, 2016**

The regular meeting of the Birmingham Township Historical Committee was called to order by Chairman Matt Bedwell at 7:17 pm in the township building.

PRESENT: HC Members: Matt Bedwell, Mike Forbes, Carla Westerman, Nancy Needham, Kate Marshall

ABSENT:

Others present:

Mr. Bedwell made a motion to approve the minutes from the July 26th meeting. Ms. Westerman seconded the motion and it passed unanimously.

**Reviewing the Process for Applicants**

Mr. Bedwell discussed the process for applicants to follow in order to not have any more applicants fall through the cracks. Discussion ensued about who and where the agenda is generated. The idea of a checklist was discussed so that it will allow the applicant to know what items they need to accomplish, in which specific order. This checklist will also assure the HC that all items have been followed. This checklist should make the process more efficient. Ms. Westerman agreed to add a checklist to the top of the form that the HC has already designed. This form will then be given to the township office to give to any future applicants to make sure they know what the process is.

**SubCommittee Update**

Mr. Forbes provided an update on the most recent meeting that the subcommittee had on August 22nd. They had a guest speaker, Cory Kegerise, the Eastern Field Representative for the PA Historical Museum Commission. They are going to have the historic architect start the process of classifying historic structures/resources in BT. From this they will come up with the list of criteria that must be met in determining historic structures/resources in the township. They will then apply that set of criteria to the historic houses in our township. Ultimately they will apply for a grant to cover the cost of the historic architect. They are hoping to use Mary DeNadai as the consultant. The plan is to begin with the original 78 properties rather than starting from scratch.

Cory Kegerise believes that the HARB guidelines are inappropriate for protecting the battlefield and landscapes. There is an undercurrent that it would be more beneficial to combine both the Historic Commission and HARB so that they are working together to accomplish the same end.

Mr. Forbes made a motion to adjourn the meeting at 8:13pm. Seconded by Ms. Westerman and voted unanimously. The next meeting will be September 27, 2016 at 7:15pm.

Respectfully submitted,  
Jennifer Boorse  
HC Secretary