

**Historical Commission of Birmingham Township  
Minutes of the meeting of September 25, 2018**

The regular meeting of the Birmingham Township Historical Committee was called to order by Chairperson, Mike Forbes at **7:17 pm** in the township building.

PRESENT: HC Members: Matt Bedwell, Kelly Fleming, Mike Forbes, Jeff Janofsky

ABSENT: John Ponticello

Others present: Verne Weidman

Mr. Forbes made a motion to approve the minutes from the August 28, 2018 with the amended change that Ms. Fleming made via email. Ms. Fleming seconded the motion and it passed with two abstentions (Mr. Bedwell and Mr. Janofsky who were absent in August).

**HC Guidelines: Checklist and notification of neighbors timeframe**

The committee members discussed and wordsmithed the revised Checklist, Guidelines and Application that Kim Venzie had drafted a couple months ago. The Historical Commission is recommending six proposed changes to the Guidelines document; the addition of a page number and revision date (date stamp) on the bottom of all three documents (Guidelines form, Application form and Checklist). On the Application, the HC would also like to add wording that the office can provide the PHMC# to the applicant as sometimes the Applicant simply enters their telephone number in this space.

Mr. Forbes made a motion to recommend the BOS accept the proposed changes to the (1) *Guidelines for an Applicant Submitting a Building Demolition Permit Related to a Class I, Class II or Class III Historic Resource for Review by the Birmingham Township Historical Commission*, (2) *Birmingham Township Historical Commission Application*, and (3) *Birmingham Township Historical Commission (Working Internal Timeline/Checklist)* pending review from Kim Venzie to forward to the BOS for acceptance and implementation at the November BOS meeting. Mr. Bedwell seconded the motion and it passed unanimously.

**Old Business**

Ms. Fleming met with Gail in the office and reviewed the building file for Knolls of Birmingham development. This was in response to a letter received by the HOA for the Knolls of Birmingham requesting information on grants to assist them in the necessary repairs to the Historic Resource they use as the Community Center. Ms. Fleming was looking for a conditional use agreement that would provide guidance for the upkeep of Historic Resource #27 (Davis Farm and Outbuildings). They only found a small reference. In light of the lack of information, Mr. Forbes is planning to send a letter to the Knolls HOA and provide them with Karen Marshall's contact information in order to utilize the offer for a preservation architect to go out and review the Historic Resource and give them suggestions on the necessary repairs.

**New Business**

Verne Weidman is present tonight to provide an update from his last visit in March when he proposed having monthly pop-up sessions at Birmingham Hill on Saturdays in the summer to gauge interest from people stopping at that park about learning the history of the Battle of the Brandywine. He did go to the Birmingham Hill in June, July, August and September for these pop-up sessions. He indicated that the level of interest was rather low without any publicity.

Mr. Bedwell asked if there was any update on the connectivity plan? Mr. Weidman indicated that Sheila Fleming is getting the answers to the questions asked by the BOS at their meeting in July.

Mr. Bedwell raised an issue that he has with the electronic library and helping it continue to remain a life line to the HC. He wants to make sure that the electronic library continues to be updated and remain as a resource for the HC and township for any applications that come before them for review. He suggested that a member of the HC be assigned the responsibility to maintain the electronic library for a one-year term at a time. There was no resolution to this discussion tonight. However, Ms. Fleming and Mr. Janofsky agreed to both become more familiar with the electronic library. Mr. Bedwell plans to update the library with all the recent applications for changes to HR's that have come before the HC in the past couple of months.

Mr. Forbes provided the date for the next Brandywine Battlefield Task Force which is 11/27 from 6-8pm at the Kennett Township Building. He is currently the representative for BT to this organization. However, he extended an invitation to any other members who may be interested in attending with him in November.

Mr. Forbes made a motion to adjourn the meeting at 8:41pm. Seconded by Mr. Bedwell and voted unanimously. The next meeting will be October 23, 2018 at 7:15pm.

Respectfully submitted,  
Jennifer Boorse  
HC Secretary

