



MINUTES OF THE MEETING ON 10 JANUARY 1977

Date: 10 January 1977
 Time: 12:30 to 3:45 P.M.
 Place: Canal House, 25 Calhoun St.,
 Trenton, N.J.

Attending:
 Commission: Mr. Burns, Mayor Holland, Mr. Sayen,
 Mr. Kirkland, Mr. Hamilton, Mr. Jones,
 and Mr. Jessen

Staff: Mr. Amon and Mrs. Brown
 DAG: Steven Gray, Esq.
 DEP: Mr. John Garcia, Bureau of Parks
 Mr. John Kraml, Bureau of Parks
 Mr. Frank Rigg, Chief, Bureau of Parks
 Eric Pearl, Assistant to Betty Wilson
 Mr. David Kinsey, CAFRA

Absent: Mr. Torpey, Ms. Wilson

Guests: Sam Hamill, MSM Regional Study Council
 Mr. Roy DeBoer, Cook College, Rutgers
 University

Chairman Kirkland brought the meeting to order and stated that the requirements of the Public Meetings Law had been properly met for the meeting of the Delaware and Raritan Canal Commission on 10 January 1977.

Nomination of the MSM publication for award

After viewing the MSM multi-media presentation entitled, "Region at a Crossroads", the Commissioners unanimously

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| EXECUTIVE | COMMISSIONERS | | | | | |
| DIRECTOR | Benjamin B. Kirkland | Martin D. Jessen | Donald B. Jones | David J. Bardin | Joseph H. Burns | James C. Sayen |
| James C. Amon | <i>Chairman</i> | <i>Vice-Chairman</i> | <i>Treasurer</i> | Bruce A. Hamilton | Arthur J. Holland | Frank J. Torpey |

NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION

Brendan Byrne, *Governor*

David J. Bardin, *Commissioner*

agreed to nominate the MSM printed publication also entitled "Region at a Crossroads" for the Federation of Planning Officials Award. Mr. Jones made the motion to recommend the publication for nomination, and Mr. Sayen seconded the motion with no dissenting votes.

Minutes of the meeting on 28 December 1976

Mr. Jessen moved to accept the minutes of the meeting of 28 December 1976. Mr. Jones seconded the motion; all Commissioners present and voting concurred.

Leases

It was moved by Mr. Jessen and seconded by Mr. Sayen with no dissenting votes to approve the three leases referred to in Mr. Amon's memo to the Commissioners dated 3 January 1977. The approval was granted with the added recommendation that the house rented by Mr. John J. Schemmer be painted.

Executive Director's Report

Mr. Amon suggested that the Commission hire the expertise of a planner to help in the review zone work and delineation process. The budgeted amount of money for such services would not exceed \$10,000. The question of how to proceed to hire such a planner was discussed. Mr. John Kraml of the Bureau of Parks explained the details of how the State proceeds in hiring consultants and outside services. Mayor Holland motioned that the Executive Director be authorized to invite proposals from firms in order to provide a wide base of proposals from which to begin the process of interviewing and elimination. The Commission will select and approve the candidate for the job from these submitted proposals. Mr. Jessen seconded the motion with no dissenting votes. Chairman Kirkland appointed a sub-committee to do the preliminary review work of these proposals. The sub-committee consists of Mr. Amon, Mr. Jessen, Mr. Sayen, Mr. Hamilton, and Chairman Kirkland. Chairman Kirkland also suggested that any other Commissioner who is interested in joining the sub-committee could do so.

Review zone discussion

Mr. David Kinsey of CAFRA was invited to attend the meeting to explain the methods of land use authority that CAFRA uses and the process which CAFRA has established in order to review

each land use application. Mr. Kinsey distributed two manuals to the Commissioners which explain in detail these procedures. He suggested that the Commissioners concern themselves with three basic points of emphasis when determining what the review zone will be. First, the Commission must define the geographical boundaries of the review zone. This geographical delineation is of primary importance and must be the Commission's first step. Second, the Commission should establish what the review zone process shall be and formulate this information into a review zone procedural document. This document would answer questions pertaining to the nature of the review zone process. Possible questions might be: what information must the applicant provide?, what kind of environmental impact statement, if any, is needed?, what will the timing between receipt of the initial application and the Commission's notification of approval/disapproval be?, and should the Commission hold a public meeting for each application? Third, the Commission must prepare a document concerned with review substance. This document would provide information to the applicants concerning the Commission's attitudes toward specific aspects of the environment, such as which visual aspects may be approved and which may not, and generally it will indicate upon what aesthetic grounds applications will be evaluated.

The discussion concluded with Mr. Amon's statement that he would provide the Commission with a review zone format by the next monthly meeting.

Vocabulary Design Presentation

Mr. Roy DeBoer of Cook College, Rutgers University, presented his proposal for a design vocabulary document which would include specific instructions for any design aspect of the Canal Park. Mr. DeBoer stated that the design vocabulary project would involve the efforts of junior and senior students in the Landscape Architectural Program, and the expertise of a regular staff member who would be responsible for the project and who would devote two full working summer months to oversee the completion of the project. The proposed date of completion for the project is August 1977. The proposed budget amounted to a total of \$11,000 and would be a flat fee.

A description of the proposed budget is as follows:

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| \$5,000 | Printing and publication of 1,000 copies of the design vocabulary (each copy would be approximately 100 pages) |
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| \$3,000 | Pay for full time staff member for the two month period |
| \$3,000 | Miscellaneous expenses plus any student wages @ \$3.00 per hour |

Mr. Amon stated at the conclusion of the presentation that he (1) would like to meet and speak with the staff member who will be responsible for the project; (2) would like to make known the process for review of the design vocabulary work; and (3) would like to draw up a contract between the Canal Commission and the Landscape Architectural Program at Cook College. Mr. Sayen moved that the Executive Director be able to proceed in these three directions, and Mr. Jones seconded the motion with no dissenting votes. Commissioner Hamilton abstained from voting.

The meeting was adjourned at approximately 3:45 P.M.