

**JOINT COMMITTEE OF ARCHITECTS & ENGINEERS**  
**AGENDA**  
**February 6, 2007**  
**Public Session**

**I CALL TO ORDER**

**II OPEN PUBLIC MEETING ACT ANNOUNCEMENT**

**III APPROVAL OF MINUTES**

December 5, 2006

**IV PUBLIC COMMENTS**

**V OLD BUSINESS**

**A Notice regarding Site Plan Rule**

The Committee discussed options for notifying all municipalities in New Jersey of the Committee's concerns with Township Engineers / Code Officials interpreting the Site Plan Rule. Some committee members suggested listing specific sections of the Site plan rule, other committee members thought the Committee should just suggest reviewing their town ordinances for compliance with the site plan rule. DAG suggested to draft a notice addressing the Committee's concerns with the site plan rule for publication in the New Jersey Register with the distribution of the notice to sent to all municipalities. On July 11th, Mr. Zaccone motioned to send a letter to municipalities and Department of Community Affairs addressing the Committee's concerns with the Site Plan Rule. Mr. Roche seconded the motion. Mr. Valenti voted nay adding that the two letters to townships involved is sufficient. Motion carried. After some further discussion, DAG will draft language for the Notice for the Committee's review at the next meeting. On November 14th, Larry DeMarzo, Acting Deputy Director, Burt Liebman, Director of Legislative and Regulatory Affairs and Patricia Schiripo, Regulatory Analyst from the Division of Consumer Affairs were present for the recap of the issues which lead to the Committee to draft this notice. It was suggested that the Committee meet with a representative from the Division of Community Affairs which oversees municipal and/or township officials, to discuss the survey issue as well as the site plan requirements and how information can be distributed to all municipalities. It was also suggested that this statement of the joint boards be placed on the website and sent it to the Engineers' and Architects' Societies. The Committee was asked to review the statement and forward any comments to either Jim Hsu or Peggy Hinkley, which will be forwarded to DAG Albertson who will encompass any comments received and provide a new draft for review at the next meeting. On December 5th, comments received from committee members Valenti and Purcell were distributed for information and possible discussion. DAG Albertson updated the committee advising that the meeting with a representative from Department of Community Affairs has not been set up as of yet. After some discussion, it was suggested that the final Notice / Advisory letter be sent to all societies for both Professional Engineers and Architects. Also a copy will be sent to the Board of Professional Planners and the Landscape Architect Examination and Evaluation Committee for their information. Committee members determined to wait until all committee members are present at the next meeting to discuss the comments submitted by Messrs. Purcell and Valenti.

2/6/07 Comments received from Messrs. Purcell and Valenti are attached along with DAG Albertson's original draft.

Also attached is a copy of an e-mail from Burt Liebman, Legislative Affairs in the Director's Office, is attached for Committee review.

**B Correspondence**

1 A copy of e-mail correspondence between Joseph Grabowy of the Board of Professional Engineers and Deborah Ayars, PE who has concerns with an interpretation of the Building Design Services Act. On October 26, the Board of Architects subsequent to reviewing the e-mail determined that a complete set of plans for this project would be helpful in determining a response to Ms. Ayars. DAG Albertson will request the Professional Engineer board to obtain the following information from Ms. Ayars: the name of the architect on this project; a complete set of plans for this project; the pre-fabricated plans for this project and the IBC Certificate before the Joint Committee meeting scheduled for November 14th. On November 14th, subsequent to reviewing the information provided by Ms. Ayars, the Committee would like more information specifically a copy of the prototype plans with the International Building Code (IBC) number indicated and the name of the Architect of Record for the project. On December 5th, the information requested by the Committee from Ms. Ayars was received for review. Mr. Purcell motioned to table this matter until the next meeting for review and action. Mr. Roche seconded the motion. It passed unanimously.

2/6/07 Ms. Ayars November 28th letter is attached for review. Plans submitted will be available at the meeting for review.

## **VI NEW BUSINESS**

1 Bayonne Housing Authority Recused: P. DeMassi J. Valenti

On October 12, 2006, the Board reviewed a letter dated September 26, 2006 from Charles Collins regarding the Bayonne Housing Authority and compliance with N.J.S.A. 45:4b-7 the Building Design Services Act. Subsequent to reviewing Mr. Collins' letter, the Board determined to obtain a copy of the RFP for this project to determine if there is substance to Mr. Collins' claims. On November 9th, the Board reviewed a copy of the public notice as well as the request for proposal

(RFP) information is attached for Board review and discussion. Mr. DeMassi recused himself in this matter due his firm currently having projects with the Bayonne Housing Authority. Subsequent to review of the information and discussion, the Board determined to obtain additional information from the Bayonne Housing Authority, specifically based on the information in the public notice the Bayonne Housing Authority was seeking proposals for three high rise apartment buildings from architectural/engineering firms, did the firm who was awarded the project meet this qualification? What is the name of the firm? and who is the architect of record? Further advise that in accordance with N.J.S.A. 45:4B residential projects are to be designed by architects only. On January 11, 2007, the Board of Architects reviewed a response letter dated December 14, 2006 from John T. Mahon, Executive Director, Housing Authority of the City of Bayonne. After some discussion, the Board determined to request additional information including construction documents, which outlines what was required and what was provided on the project.

2/6/07 Copy of a January 24, 2007, letter from Paul Fader pertaining to the structural repair contract awarded by the City of Bayonne Housing Authority to Schoor DePalma Inc

## **VII PUBLIC COMMENTS**

## **VIII EXECUTIVE SESSION**

## **IX NEXT MEETINGS**

March 6, 2007 Regular Meeting  
Union Room - 3rd Floor

April 3, 2007 Regular Meeting  
Union Room - 3rd Floor

## **X ADJOURNMENT**

