

MINUTES
JOINT COMMITTEE OF ARCHITECTS & ENGINEERS
November 14, 2006
Public Session

I CALL TO ORDER The regularly scheduled meeting of the Joint Committee of Architects & Engineers was called to order at 9:25 am in the Union Conference Room on the third (3rd) floor at 124 Halsey Street, Newark, New Jersey.

Roll Call	Present	Absent	Excused
Committee Chair James Valenti, PE	(X)	()	()
Committee Vice Chair Paul DeMassi, RA	()	()	(X)
Committee Member James Purcell, PE	(X)	()	()
Committee Member Mark Roche	(X)	()	()
Public Member			
Committee Member Albert Zaccone, RA	(X)	()	()
Alternate Member Edward Vernick, PE	()	()	(X)
Alternate Member Alex Garcia, RA	(X)	()	()

OTHERS PRESENT: James S. Hsu, Executive Director, NJ Board of Architects, B. Michelle Albertson, Deputy Attorney General, Division of Law, and Margaret Hinkley, Secretary to the Executive Director, NJ Board of Architects.

ALSO PRESENT: Larry DeMarzo, Acting Deputy Director, Burt Liebman, Director of Legislative and Regulatory Affairs and Patricia Schiripo, Regulatory Analyst from the Division of Consumer Affairs.

II OPEN PUBLIC MEETING ACT ANNOUNCEMENT

The statement required by Chapter 231, laws of 1975, the "Open Public Meetings Act," was read and it was announced that notice of this meeting was prepared in the office of the Board of Architects and mailed to the Secretary of State, the Newark Star-Ledger , the Trenton Times , the Camden Courier-Post, the Record of Bergen County and the Atlantic City Press .

III APPROVAL OF MINUTES

July 11, 2006

Mr. Purcell noted that the wording from the minutes did not appear in the letters to the Townships. DAG Albertson assured the Committee that this letter was reviewed and at the time the letter was sent was agreed to upon by both Executive Directors.

ACTION: Mr. Zaccone motioned to approve the minutes as presented. Mr. Roche seconded the motion. It passed unanimously.

October 3, 2006

ACTION: Mr. Zaccone motioned to approve the minutes as presented. Mr. Roche seconded the motion. Mr. Purcell and Mr. Garcia abstained. Motion carried.

IV ANNOUNCEMENTS

At approximately 10:40am, the fire alarm sounded and the Committee left the building with the rest of the

employees. Upon returning into the building at approximately 11:40am the meeting resumed.

V OLD BUSINESS

A Correspondence

1 Fax transmittal dated April 17, 2006 from Frank Colasurdo with attached letters from Harmony Township Land Use Board in Phillipsburg, NJ advising that the site plans submitted by an architect for a telecommunication project was denied because the site plan was not prepared by an engineer. On May 2, 2006, Committee reviewed a copy of an e-mail from Mr. Colasurdo addressed to DAG Albertson along with two reduced plans (Equipment plan and site evaluation & site plan and zoning information) are attached for committee review. After discussion, Mr. Zacccone motioned to obtain more information from Mr. Colasurdo such as a complete copy of the application including the survey. Mr. Roche seconded the motion. It passed unanimously. Mr. Valenti will apprise the Board of Engineers of this matter at its next meeting. On July 11th, Mr. Colasurdo was present and provided the Committee with additional information concerning this matter. Upon review of the information and discussion, Mr. DeMassi motioned to send a letter to Harmony Township advising that none of the exceptions in the Site Plan Rule which only a professional engineer can prepare, are part of this project, therefore a licensed architect can prepare a site plan for this type of project. Mr. Purcell seconded the motion. It passed unanimously.

11/14/06 Copy of the letter sent to Harmony Township advising that none of the exceptions in the Site Plan Rule which only a professional engineer can prepare, are part of this project, therefore a licensed architect can prepare a site plan for this type of project is attached for Committee's information.

ACTION: Duly noted.

2 Forwarded from the Board of Architects is a letter dated May 12, 2006 from Joseph Marra, AIA (also a CLA and PP) regarding the denial of permit because the site plan was prepared by an architect for the Ballistreri Residence In-ground swimming pool in the Township of Morris and not a licensed engineer as the township requires per local ordinance. The Architect Board also reviewed a copy of a letter dated May 16, 2006, addressed to James R. Slate, Township Engineer, from John M. Mills III, advising that his interpretation of site plan rule is that an architect would not be operating outside of the bounds of his license is attached for review. Board directed staff to obtain a complete set of plans from Mr. Marra. Upon receipt of the plans, a special Joint committee meeting will be scheduled to discuss this matter. This matter is to be forwarded to the Board of Professional Engineers for discussion prior to the Joint Committee meeting. On July 11th, Mr. Marra was present and provided the Committee with additional information concerning this matter. Upon review of the information and discussion, Mr. DeMassi motioned to send a letter to the Township of Morris advising that architects are permitted to prepare a site plan including grading and drainage under section 13:27-7.3. Mr. Purcell seconded the motion. It passed unanimously.

11/14/06 Copy of the letter sent to Morris Township advising that none of the exceptions in the Site Plan Rule which only a professional engineer can prepare, are part of this project, therefore a licensed architect can prepare a site plan for this type of project is attached for Committee's information.

ACTION: Duly noted.

VI NEW BUSINESS

A Reorganization / Election of New Chair and Vice Chair

Nominations for Chair

Mr. Valenti opened the floor for nominations for Chair.

Mr. Zacccone motioned to nominate Paul DeMassi for Chair. Mr. Purcell seconded the motion. It passed

unanimously.

The Committee unanimously voted Paul DeMassi as Chair of the Joint Committee of Architects & Engineers.

Nominations for Vice Chair

Mr. Valenti opened the floor for nominations.

Mr. Purcell motioned to nominate Mark Roche for Vice Chair. Mr. Zaccone seconded the motion. It passed unanimously.

The Committee unanimously voted Mark Roche as Vice Chair of the Joint Committee of Architects & Engineers.

ACTION: The Committee thanked Mr. Valenti for his leadership this past year.

B 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.

11/14/06 Attached is the draft notice from DAG Albertson for Committee review.

ACTION: 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.

C 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.

11/14/06 Committee to review.

ACTION: 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.

2 Memo from Arthur Russo dated November 2, 2006, regarding a referral from the Board of Professional Engineers and Land Surveyors initiated through the attached e-mail from Gerald Smith, PE, who has a question regarding the use of his NJ PE seal for work involving the raising of an existing house some 11 feet to overcome severe flooding issues next to a water course.

11/14/06 Committee to review.

ACTION: Subsequent to reviewing the e-mail, Mr. Purcell motioned to send a letter advising that based on the information provided it appears that an engineer may design the foundation however, if any changes occur that affect the architectural element such as stairs or facade then an architect should be hired for the project. Mr. Zacccone seconded the motion. It passed unanimously.

VII PUBLIC COMMENTS

Seeing no one present from the public, Mr. Valenti proceeded to the next item on the agenda.

VIII EXECUTIVE SESSION

At 12:10pm, Mr. Zacccone motioned to go into executive session for the purposes of reviewing the minutes as well as the disciplinary matter on the agenda. Mr. Roche seconded the motion. It passed unanimously.

IX NEXT MEETINGS

December 5, 2006 Regular Meeting
Union Room - 3rd Floor

January 9, 2007 Regular Meeting
Sussex Room - 6th Floor

X ADJOURNMENT

At 12:25pm, Mr. Zacccone motioned to adjourn the meeting. Mr. Purcell seconded the motion. It passed unanimously.