

**MINUTES  
OF THE  
CRANBURY TOWNSHIP  
HISTORIC PRESERVATION COMMISSION  
CRANBURY, NEW JERSEY  
SEPTEMBER 20, 2022**

**TIME AND PLACE OF MEETING**

The Meeting of the Cranbury Township Historic Preservation Commission was held on September 20, 2022, 7:00 pm at Town Hall, 23A North Main Street, Meeting Room.

**CALL TO ORDER**

With a quorum present, Chair Ryan called the meeting to order at 7:05 p.m.

**STATEMENT OF ADEQUATE NOTICE**

Pursuant to the Sunshine Law, adequate notice in accordance with the Open Public Meetings Act (N.J.S.A. 10:4-6) was provided of this meeting's date, time, and place, and the agenda was mailed to the news media, posted on the Township bulletin board, mailed to those requesting personal notice, and filed with the Municipal Clerk.

**ROLL CALL:**

Members Present: Ms. Ryan, Chair; Mr. Golisano, Vice-Chair; Ms. Marlowe; Ms. Suttmeier; Mr. Walsh; and Mr. Szabo, Alt I

Members Absent: Mr. Geier, Alt II

Professionals and Staff Present: Robin Tillou, HPC Administrative Officer

Professionals and Staff Absent: Matt Scott, Township Committee Liaison

**CONCEPT REVIEW**

**Concept Review - #139 N. Main Street, Block 25, Lot 20 – Historic District – Addition**

Mr. Jim Till and Mrs. Michelle Till were present and are the Owner and Applicant for the Concept Review for 95 N. Main Street.

Mr. William Gittings, Gittings Associates, is the architect for the applicant and is representing the applicant.

Mr. Gittings explained this property had a previous proposal to the HPC on August 17, 2021 which was an in-law suite. They are now proposing to keep the one story and extend the back kitchen bumping out the back corner. There will be a trellis on the front wall and an exhaust louver out of the attic. There will be no changes on the 2<sup>nd</sup> floor. They will be taking out the picture window and putting in divided lights. The materials will match the existing house. The patio will be blue stone and brick. They will be changing the sitting area. The picture window will be at the main entrance to the house. They will be installing a green house in the rear yard.

Chair Ryan asked if they would keep the same size opening of the replacement of the single big picture window on the north side.

Mr. Gittings stated yes.

Chair Ryan asked if the patio in the rear will be changing configuration.

Mr. Gittings stated yes.

Mr. Walsh asked if the patio in the back wraps around.

Mr. Gittings stated the main patio is in the rear.

Vice Chair Golisano asked for clarification of the greenhouse.

Mr. Till stated the greenhouse company will be picked and the model is what was provided to the Commission. It will be prefab and will put in the base room and floor.

Ms. Suttmeier asked if the brick is real brick.

Mr. Till stated the greenhouse will be site built.

Ms. Suttmeier asked what the materials will be and if it will be a planned kit where the client builds the greenhouse.

Mr. Till stated it will be made in the UK.

Mrs. Till stated we can pick the materials and are liable to have the foundation down before it is installed.

Mr. Szabo asked if the greenhouse would have two (2) doors.

Mrs. Till stated yes it will have two (2) doors.

Vice Chair Golisano asked if a zoning permit has been submitted.

Mr. Gittings stated no.

Ms. Suttmeier suggested to not have a plastic wood. A composite wood would be more durable. Will it be real glass or plastic glass?

Mrs. Till stated it will be real glass.

Chair Ryan asked for further clarification of the columns.

Mr. Gittings stated the front columns will be existing. The new columns are on the back. The back will be French doors. They have not gotten to the details yet for the columns. The new columns will not be visible from the street.

Vice-Chair Golisano stated the bumped-out bay is good.

Mr. Gittings stated the proposal may be phased.

Ms. Tillou advised the applicant the next step would be a zoning permit.

## **NEW BUSINESS**

### **CLG 2024 Grant Sage System**

Vice Chair Golisano stated the CLG Grant sage system is going to be incorporated into the submission of the CLG grant at this time. A designee will be someone on the Township payroll. They do have the ability for contributing members to note things, but not make edits and changes. This is a new system the state is rolling out and the video is available online to get the details of it.

Chair Ryan stated it is beneficial to watch that video while doing it step by step.

Mr. Szabo stated the past grants have been collaborated where the member would provide input and put it in. The sage system may be easier.

Chair Ryan stated the sage system was more of putting in the application. This system is for the next round of the grant.

### **Guidelines on Flood Adaptation for Rehabilitating Historic Buildings**

Chair Ryan stated the Administrative Officer has just received the Secretary of the Interior's Standards for Rehabilitation – Guidelines on Flood Adaptation for Rehabilitating Historic Buildings.

Chair Ryan suggested the reference be put online on HPC's website – [Historic Preservation Commission | Cranbury NJ \(cranburypoint.org\)](https://www.hpc-nj.org/)

Mr. Szabo stated the hard copy of the reference should be made available to the public in the library once the new Cranbury Library opens.

## **OLD BUSINESS**

### **Cranbury Station Hamlet Historic District**

Ms. Suttmeier asked if anything was supposed to be done regarding the application for the national register of the Cranbury Station Hamlet Historic District.

Chair Ryan stated the first step is the certificate of eligibility. She has not heard back from the state yet for the process for the certificate of eligibility.

Vice Chair Golisano stated the certificate of eligibility application was put together by Cranbury Historical and Preservation Society for the 1713 East Jersey Cottage. The package they put together was similar as the one that was put in for us. It seems the state does not feel our submittal was enough and more information should be included. If we must redefine the boundaries later then the state can expand on that. They have some of the other information that is up on their site for the rail line (that is on their registered list). The original eligibility was 1975 and the revised opinion for the boundary extension was clarified in 1981. That is the most current. The boundaries extend through 31 municipalities and four counties.

Mr. Szabo stated the boundaries mentioned are linear.

Ms. Suttmeier stated the states comments are to submit it with Monroe and expand the submission.

Vice Chair Golisano and Mr. Walsh feels we should get further clarification from the state regarding what else is needed so this can move forward.

### **Cranbury Township Signage**

Ms. Suttmeier stated HPC will be presenting to EDAC on October 5, 2022. She has 15 minutes to present to EDAC. An email confirmation was sent from Darek Hahn, EDAC Chair. She received an estimate from Hightstown in terms of how they did their signage. They did their beautification project in 2005. It was roughly \$500 per sign. They recommended to not use hanging signs. There will be a rough estimate provided.

Mr. Szabo stated inconsistencies in the signage around town should be fixed. Examples are: North Main Street and South Main Street, Prospect and Bunker Hill, Scott Avenue and Maplewood Avenue, and cross streets do not have the cross street listed. The West Property Drive in the historic district should be changed.

Chair Ryan stated the Township Committee is looking for prices for the signage.

Mr. Walsh asked the status of the signage that was hit by the truck on S. Main Street.

Vice Chair Golisano stated the sign was collected by DPW.

Ms. Tillou will follow up with the administrator as of the status of the signage that was hit on S. Main Street.

Vice Chair Golisano recommended going to the Cranbury Township website under the tax assessor department to get a clearer map to establish signage locations.

### **CLG Grant**

Ms. Tillou stated the Grant Agreement has been submitted with all signatures and the recertification of Resolution # R 01-22-021. At this point the state has to confirm what was needed has been received. The next step would be to advertise for the RFP.

Mr. Szabo stated there was an issue on the last grant with the historical architect attending the HPC meetings. It should be added in the RFP as a requirement to attend the meetings.

### **MINUTES September 6, 2022 Meeting**

Mr. Golisano made the motion to approve the minutes with revisions made by him. Mr. Walsh offered a second.

ROLL CALL:

AYES: Ms. Ryan, Mr. Golisano, Ms. Marlowe, Ms. Suttmeier and Mr. Walsh

NAYS: None.

ABSTAIN: None

### **PUBLIC COMMENT**

Chair Ryan opened the meeting to the public.

With no public present, Chair Ryan closed the public portion of the meeting.

**ADJOURNMENT OF MEETING**

There being no further business, a motion was made by Vice-Chair Golisano to adjourn the meeting and Ms. Marlowe offered a second. By unanimous vote, the meeting was thereupon adjourned at 8:05 pm.

**CERTIFICATE OF SECRETARY**

I, the undersigned, do hereby certify that I am the duly appointed secretary of the Cranbury Township Historic Preservation Commission, and that this document, consisting of five (5) pages, constitutes a true and correct copy of the minutes of the regular meeting held on September 20, 2022.

IN WITNESS WHEREOF, I have hereunto subscribed my name on this day of October 19, 2022.

*Robin Tillou*

Robin Tillou

Recording Secretary

Historic Preservation Commission