

**MINUTES
OF THE
CRANBURY TOWNSHIP
HISTORIC PRESERVATION COMMISSION
CRANBURY, NEW JERSEY
APRIL 4, 2023**

TIME AND PLACE OF MEETING

The Meeting of the Cranbury Township Historic Preservation Commission (HPC) was held on April 4, 2023, 7:00 pm at Town Hall, 23A North Main Street, Meeting Room.

CALL TO ORDER

Chairperson Ryan called the meeting to order at 7:00 pm and presided over the meeting.

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 on January 20, 2023 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. Geier; Mr. Golisano; Ms. Marlowe; Mr. Szabo, Alt I and Mr. Ponnada, Alt II

Members Absent: Ms. Suttmeier, Vice-Chair

Professionals and Staff Present: Robin Tillou, HPC Administrative Officer

Professionals and Staff Absent: Lisa Knierim, Township Committee Liaison

APPLICATIONS

HPC170-23 – 47 S. Main Street, Block 18, Lot 5, Historic District – Shutters

Mrs. Susan Mavoides was present and is the Owner and Applicant for the Certificate of Approval (CoA) application of 47 S. Main Street shutters. Mr. Max Hayden was present and is representing the applicant. Mr. Hayden is the consulting architect for the applicant.

Ms. Mavoides introduced the application by stating the existing shutters on the home are in disrepair. The shutters were refurbished five (5) years ago. They are operable but are now peeling and in poor condition. In addition to replacing the front view shutters, there is a south elevation that would benefit from adding four (4) more shutters. The Timberlane PVC is an option. The hardware will last longer than the wood. It has a 12-year warranty.

Mr. Hayden distributed pictures of the Booker T. Washington home with the proposed shutters and homes in Princeton that have the shutters that are being proposed. Mr. Hayden also distributed a sample of the Timberlane PVC shutter.

Chair Ryan advised the applicant that the design guidelines state shutters should be wood and that is the reason for the request to come before the Commission. Timberlane is a reputable window company, and she has worked with them on a project previously. The hardware and operability are compliant, it is just the material that is not.

Mr. Szabo asked if the proposed shutters will be operable.

Ms. Mavoides stated yes.

Mr. Szabo explained that the louvers on wood shutters face up and the proposed louvers will face down on the house.

Mr. Geier stated once the shutters are installed it joins all the louvers together so they should be positioned so they are pointing up from the inside.

Mr. Golisano passed around to the members and the applicant a sample he had bought in of a wooden shutter to compare the PVC shutter to the wooden shutter.

Mr. Golisano advised the design guidelines do state to duplicate the style and design of the older feature.

Mr. Geier explained the wooden sample is the closest look they would like to achieve.

Mr. Golisano asked if the old hardware would be used, cleaned and touched up.

Mr. Hayden advised the shutter dog would be used and the mounting hardware is not original to the house. It is a frame mounted on the window casing.

Ms. Mavoides stated the star shutter dogs are another option.

Mr. Szabo stated there are many different types of shutter hardware found in Cranbury's historic district. Mr. Geier made a motion to approve the application. Mr. Golisano offered a second.

ROLL CALL:

AYES: Ms. Ryan, Mr. Geier, Mr. Golisano, Ms. Marlowe and Mr. Szabo

NAYS: None.

ABSTAIN: None

Ordinary Maintenance and Repair and Minor Certificate of Approval Application Approval

HPC Number	Date Received	Block	Lot	HD or BA	Address	Concept Major/Minor/Ord Maint and Repair	Application Deemed Complete	Approved / Denied / Withdrawn	Ord. Main. And Repair Approval Letter Sent
173-23	3/20/23	28	13	HD	4 Prospect Street – Shed Roof	Ordinary Maintenance and Repair	3/20/23	Approved	3/20/23

OLD BUSINESS

Cranbury Township Signage

Chair Ryan went through the signage presentation that was submitted by Ms. Suttmeier in her absence.

Chair Ryan stated that Ms. Suttmeier would like to go more in depth of the signage presentation at the next meeting. Ms. Suttmeier is creating a document to provide to signage vendors to prepare the quote. Chair Ryan's suggestion was providing the general information on all the different phases and sign types. It should be pinpointed the Phase 1 work proposed. The color template and font style should be provided (all capitals or capital case) and we as a group should make those decisions.

Mr. Szabo stated that the sign company may be able to provide a recommended maintenance schedule for the new signs; ie maintenance done every 5-10 years or replacing them every 25 years so the Township can budget for them.

Chair Ryan asked if the maintenance would be handled by the contractor.

Mr. Geier stated that usually there will be a conversation with the sign vendors regarding the painting.

Ms. Marlowe asked if Cranbury's Department of Public Works (DPW) can do the signage maintenance.

Chair Ryan's impression is the Commission is not to add any tasks to DPW so if we can use the contractor with the budget, we were provided it would help.

Mr. Szabo stated how the Downtown Beautification project worked is the subcommittee advertised for a public meeting to present a preliminary concept and the subcommittee asked for public input on what was most important to the public, such as the street lighting or the brick sidewalk. This signage project should be easier since we are replacing existing street signs with new signs in the same locations. This is an opportunity to standardize the pole height and add missing street signs. For example, the street sign pole on Symmes Court signage is much higher than other street signs in town.

Mr. Golisano asked if the Township Engineer would regulate the height standard and location of the proposed signage.

Ms. Tillou advised it will be the Township Traffic Engineer that will regulate the height and location of the proposed signage.

Mr. Geier stated a walk-through should be done with the traffic engineer.

Mr. Golisano stated the signage has been on the agenda for months and HPC should not hold a public meeting as the public can come to the HPC meetings to provide their comments. HPC should have their preferences ready when meeting with the Traffic Engineer.

Cranbury Station Hamlet Historic District

Chair Ryan stated herself and Mr. Golisano will be contacting the owner of 2-4 Hightstown-Cranbury Station Road regarding the Camden Amboy train depot options.

Report from Richard Grubb & Associates (RG&A) – April 3, 2023

Chair Ryan discussed the report that was received from RG&A. The concern is out of the 55 properties to be surveyed, four (4) are key contributing and out of the four (4), three (3) were already surveyed. The issue is materials were peeled off that now make it noncontributing. Once those layers are peeled off it would be considered contributing.

Mr. Golisano stated 143 N. Main Street's southern side of the building is the original structure, but there was an addition placed on the north side of the building. So, that building could possibly be contributing.

Mr. Geier advised 5 Cranbury Neck Road and 135 N. Main Street is non-contributing, but it was built in 1925, so the 1940 mark that RG&A put that qualifies as contributing could be challenged.

Mr. Szabo explained the next step for RG&A is they will be providing a sample survey. The description given in the report is not as descriptive as it should be. HPC should request RG&A to appear at the next meeting so HPC can provide input on the knowledge we know on the properties.

Chair Ryan agreed for RG&A to come to one of the next meetings.

Brainerd Lake Railing

Mr. Golisano stated Ms. Knierim, Township Committee Liaison, provided an update that the railing has been welded in by the County so it will not move.

Commission Training

Chair Ryan advised the Commission of the New Jersey History and Historic Preservation Conference being held on June 12, 2023 and June 13, 2023 in Cape May and the Atlantic City Convention Center and any members should contact the Administrative Officer to do the training.

Chair Ryan also advised a follow up will be done with Lindsay Thivierge, NJ Historic Preservation Office, regarding training on the Nation Register procedures.

DISCUSSION

Mr. Geier bought up the Village Park Pavilion Roof that was discussed at a previous HPC meeting and asked about the progress.

Mr. Golisano advised they are looking into taking the recommendation of the HPC members and doing repairs, cleaning and patching the roof. There are significant savings to doing HPC's recommendation.

Mr. Szabo stated it is also promoting sustainability due to not ripping off the existing roof and putting it in a landfill.

Mr. Ponnada has updated the drafted opening statement of the meeting verbiage as suggested by the NJ Historic Preservation Office to be as follows:

"The Cranbury Historic Preservation Commission(HPC) is a seven-person Certified Local Government Certified, working in conjunction with homeowners in our beautiful historic district, to maintain the architectural and historical integrity of the buildings to preserve Cranbury's signature historical streetscape. We meet bimonthly to discuss business and collaborate with homeowners properties planning to make alterations to their beautiful historic homes."

Chair Ryan suggested putting in commercial property owners as well.

Mr. Ponnada referenced the interactive map for the surveys online and when researching to do this, he used a power point and changed the ratio from the 16x10 to the 10x16, reformatted it and all the information that was on the survey would be an individual slide. The first slide would be an interactive

map of the district and under it you would put a link to it. You can link it to other slides. You click on the slide, and it takes you to the property survey you would like to go to.

Mr. Golisano suggested google slides or a linkable excel sheet may be more generally used. It would be worth it to investigate other software.

Mr. Ponnada will try and format it for the May meeting.

Mr. Ponnada stated the Princeton Historical Society did a presentation on Palmer Square at Princeton High School and he had asked for pictures for the Camden Amboy train depot. They did not state they had pictures, but they do have information on them. He has the Princeton Historical Society's contact information if HPC would like more information on the train depot.

MINUTES

March 7, 2023

Mr. Golisano made the motion to approve the minutes with amendments. Ms. Marlow offered a second.

ROLL CALL:

AYES: Ms. Ryan, Mr. Golisano, Ms. Marlowe and Mr. Szabo.

NAYS: None.

ABSTAIN: None

PUBLIC COMMENT

Chair Ryan opened the meeting to the public.

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

ADJOURNMENT OF MEETING

There being no further business, a motion was made by Mr. Golisano to adjourn the meeting and Mr. Geier offered a second. By unanimous vote, the meeting was thereupon adjourned at 8:30 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 April 4, 2023.

IN WITNESS WHEREOF, I have hereunto subscribed my name on this day of May 3, 2023.

Robin Tillou

Robin Tillou

Recording Secretary

Historic Preservation Commission