

**MINUTES
OF THE
CRANBURY TOWNSHIP
HISTORIC PRESERVATION COMMISSION
CRANBURY, NEW JERSEY
JULY 18, 2023**

TIME AND PLACE OF MEETING

The Meeting of the Cranbury Township Historic Preservation Commission (HPC) was held on July 18, 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; Ms. Suttmeier, Vice-Chair; Mr. Golisano; and Mr. Szabo, Alt I

Members Absent: Mr. Geier, Ms. Marlowe and Mr. Ponnada, Alt II

Professionals and Staff Present: Robin Tillou, HPC Administrative Officer

Absent Professionals and Staff: Lisa Knierim, Township Committee Liaison

OLD BUSINESS

Minor and Ordinary Maintenance and Repair Approved Applications

HPC Number	Block	Lot	HD or BA	Address	Concept Major/Minor/Ord Main. and Repair	Approved / Denied / Withdrawn	COA & Letter sent
181-23	23	36	HD	1 Prospect Street - Solar	Major	Approve	6/14/2023
182-23	23	34	HD	7 & 9 Prospect Street - Fence, Walkway, Patio	Minor	Approve	6/7/2023
183-23	35	7.01	HD	21 S. Main Street - Side Doors	Minor	Approve	7/12/2023
184-23	33	38	HD	2 N. Main Street - 2 Condenser Units in Rear Yard	Minor	Approve	7/12/2023
185-23	35	16	HD	15 Station Road - Driveway	Minor	Approve	7/12/2023

Cranbury Neck Roads - Barns

At the May 16, 2023 HPC meeting 46 Cranbury Neck Road had given a concept review of the three (3) existing barns on the property. The applicant has given the Zoning Board of Adjustment a formal application that will be presenting at the October 4, 2023 ZBA meeting for a use variance regarding the use that was discussed at the concept with HPC. The HPC reviewed the application for comments to the Zoning Board of Adjustment members. The barns are not a historic site but are identified only on the Master Plan of 2010. The applicant of 46 Cranbury Neck Road requested HPC put in a review to the Zoning Board of Adjustment due to being identified on the Master Plan.

The comments the Commission had for the 46 Cranbury Neck Road use variance application to the ZBA are as follows: the south elevations of all buildings are of most concern to the HPC due to the street view. Original materials should be used. Their proposal is consistent with past approvals of the HPC. It is appropriate and respects the history of the barns. They are preserving the barns so they can exist. If nothing is done to the barns, they may not exist any longer. They will be reusing and expose the timbers and that is a benefit with the respacing of windows to ensure there is no cutting through the beams. Reuse and repurpose the wood if possible. Save, salvage and reuse the original materials depending on the condition they are in.

HPC Vacancy

A vacancy has opened in HPC for the Alternate II member. Mr. Ponnada has not attended four (4) consecutive meetings without the approval of the Chair and is currently at the Air Force Academy in Colorado.

Notice will be made to the Clerk's office regarding the vacancy of the Alternate II position for HPC.

Cranbury Township Signage

Mr. Suttmeier and Chair Ryan attended the June Township Committee (TC) Meeting to discuss HPC and their signage initiative.

Ms. Suttmeier advised of the TC comments by stating the TC is supportive of this initiative for signage. The TC is supportive of the School House Lane signage and way finder. They now would like to keep the Southbury Lane street sign on Station Road due to speaking with adjacent residents and they have stated that is how some delivery drivers can locate their residence due to that street sign.

Ms. Suttmeier will advise the Mayor that anyone can walk through their driveway due to the signage indicating it is a road, although it is not an official street. Mr. Feranda mentioned it could be a paper street, which is a street that appears on maps but was never built. We will bring that up to the TC and they have a Traffic Committee that can speak about that.

Ms. Suttmeier advised the TC to be in favor of auctioning off the signs that will be taken down. It was recommended that DPW should install the signage. Mr. Geier is working on estimates for the installation of the signage since TC does want to know the estimate of the installation.

Ms. Suttmeier stated cutting the hedge back by Evans Drive and straightening the crooked hedges on Cranbury Neck Road, Wesley Place and West Park Place is something that needs to be investigated.

Mr. Szabo wanted to know who is responsible for trimming those hedges.

Ms. Suttmeier believes it should be DPW.

Mr. Golisano stated the homeowner should be notified about the trimming of the hedges on their property to ensure that they agree to that.

HPC must get an estimate of the installation, a sample of the signage and how it goes on and fits on the pole from the vendor. Once the sign style is set, the vendor will release the shipping.

Ms. Suttmeier will be going around again to measure the street sign, pole and height of street sign. Mr. Szabo agreed to help.

HPC went over the design selections that were sent by Ms. Suttmeier. The way finder signs do not have an option of an actual arrow that was previously proposed. HPC agrees having an arrow on the way finder seems fit and is an advantage. The design selected from the options that Ms. Suttmeier sent in was the first option on the handout, the black background with white lettering that states "Cranbury Historic District" in the circle on top of the sign.

Ms. Suttmeier will get the members a clean list of the intersections for the signage. She would like to find out if there is a standard as suggested by Mr. Szabo if the primary street name should be mounted first on top of the pole with the intersecting street name on top of that.

Cranbury Station Hamlet Historic District

Chair Ryan and Mr. Golisano met with the owner of 2-4 Hightstown Cranbury Station Road. The focus was on the train depot for the Camden Amboy station on the property. The owner intends to keep the depot building and the land next to it. He suggested landscaping in that area for the public to come in and enjoy. They will be demolishing other buildings in the area for the road widening which will not disrupt the train depot since the buildings being demolished are not around the depot. Chair Ryan advised the owner of the features that HPC would be interested in documenting. He explained the project is moving slowly due to environmental concerns. Mr. Golisano asked for permission to fly a drone around the property and for access to the buildings intended to be demolished to document the take pictures.

Mr. Golisano stated neither the drone nor the building entrance has been finalized and he would like to ensure it would be safe to go into the buildings.

The Owner would like documents relating to the historical background of the train depot and its site electronically.

2023 CLG Grant

Chair Ryan stated an email from Kristen Herrick of Richard Grubb & Associates for the drafted survey of the proposed Historic District was sent out today. This will be distributed to the Commission members and comments are appreciated from the members. Ms. Herrick of Richard Grubb & Associates will be requested to attend the August 1, 2023 HPC meeting to discuss the drafted surveys.

Commission Training

Chair Ryan advised she had attended the New Jersey Historic and Historic Preservation Conference at the Rowan Campus in Atlantic City. There was emphasis on sustainability and how HPC and sustainability can intertwine. They spoke of resilient NJ which is a Master Plan that can be found online. There are Boards in town for Cranbury that are committed to sustainability.

Mr. Szabo stated the top priority of Historic Preservation is to refurbish what you have as opposed to replacing and that is sustainability.

HPC Library Book Inventory

Chair Ryan received an email from Brooke Batista, Director of Cranbury Public Library, and in the email, Ms. Batista explained they do put book plates in the donations from CHPS as well as give them a blue sticker to identify them as their Cranbury local history collection. HPC will need to clarify she was speaking of HPC and not CHPS.

Historic Site Designation Process

A letter must be drafted to send out to property owners advising of potential historic site designations.

Mr. Szabo said he will be working with Ms. Marlowe on consolidating a list of historic Farmhouses located outside the Village Historic District.

HPC Public Outreach

Chair Ryan stated since most members are not able to attend this year's Cranbury Day, HPC will set up a table for next year (2024) for Cranbury Day.

Chair Ryan mentioned the initiative of possible awards each year for best improvement, best renovation, etc.

Ms. Suttmeier stated to investigate other towns that may have a rewards program for Historic Preservation and see how they do it and what is successful.

Chair Ryan stated it would be good to have multiple categories and pull from a category for the award. It does not have to be every year.

Mr. Golisano feels an awards program would be important to get more of the public involved with HPC.

MINUTES

May 16, 2023

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

ROLL CALL:

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

NAYS: None.

ABSTAIN: None

June 6, 2023

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

ROLL CALL:

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

NAYS: None.

ABSTAIN: None

NEW BUSINESS

Middlesex County Grant

When attending a webinar Chair Ryan had explained her project for the National Register Nomination of the Cranbury Station Hamlet and she spoke with a Middlesex County gentleman about a grant offered by the County. The county stated the writing of the nomination would not be eligible for the grant, but the research done for the nomination would be covered in the grant. There is a form to fill out that is required for a letter of intent by mid-August. There is a database that needs to be joined for the County to enter a profile for HPC.

Chair Ryan would like to know if the grant is a Township grant or an HPC grant.

Mr. Szabo explained HPC must inform the Township the reason why the grant is needed, and the Township must sign off on the grant. An estimate will be needed to know how much we need for a grant.

Chair Ryan stated we will get a couple prices to get an estimate of what is needed for the grant.

DISCUSSION

Chair Ryan mentioned the volunteer hours will start to be logged for the next meeting so all members should be ready for the next meeting to state the volunteer hours done that can be recalled for 2023.

Mr. Golisano announced there will be a historic baseball game being held on August 12, 2023 at Village Park.

ADJOURNMENT OF MEETING

There being no further business, a motion was made by Ms. Suttmeier to adjourn the meeting and Ms. Marlow offered a second. By unanimous vote, the meeting was thereupon adjourned at 9:00 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 July 11, 2023.

IN WITNESS WHEREOF, I have hereunto subscribed my name on this day of August 2, 2023.

Robin Tillou

Robin Tillou

Recording Secretary

Historic Preservation Commission