

**MINUTES  
OF THE  
CRANBURY TOWNSHIP  
HISTORIC PRESERVATION COMMISSION  
CRANBURY, NEW JERSEY  
MIDDLESEX COUNTY**

**TIME AND PLACE OF MEETING**

A re-organizational meeting of the Cranbury Township Historic Preservation Commission was held in Town Hall, Cranbury, New Jersey, on January 16, 2018 beginning at 7:30 pm.

**STATEMENT OF ADEQUATE NOTICE**

Pursuant to the Sunshine Law, adequate notice in accordance with the Open Public Meetings Act (N.J.S.A. 10:4-5) was provided on December 4, 2017, of this meeting's date, time, place and an 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.

**CALL TO ORDER**

During interregnum and with a quorum present, Ms. Scott, secretary called the meeting to order.

**MEMBERS IN ATTENDANCE**

Mr. Banks, Ms. Marlowe, Ms. Ryan, Mr. Szabo, and Mr. Walsh. Mr. Coffey informed secretary that he will be attending this meeting as part of the public. Also, a date error on Mr. Coffey's 2018 Oath of Allegiance states the oath was sworn and subscribed to on April 3, 2017. This error should be corrected before his participation at the meetings.

**INTRODUCTION OF 2018 MEMBERS**

Mayoral appointments were made on January 2, 2018. Returning to serve HPC is Mr. Marty Coffey 2<sup>nd</sup> Alternate (Class C) term expires December 31, 2019, Ms. Bobbie Marlowe (Class C) term expires December 31, 2021, and Ms. Susan Ryan (Class A) term expires December 31, 2021. The 1<sup>st</sup> Alternate (Class C) position is vacant. It was stated, per HPC code, it is not mandatory that an HPC representative be appointed from the Planning Board or Zoning Board. If HPC is aware of an individual who meets the Class C criteria, bring them to the Commission's attention. A question was asked if other volunteer boards, committees, or commission other board members appointed by the Mayor. Secretary is uncertain if there were. Mr. David Cook is the 2018 Twp. Liaison.

Prior to the start of the meeting at 7:18pm on January 16, 2018, Mr. Banks, Esq., administered the Oath of Allegiance for Ms. Ryan as an HPC member, Class C. Witnessed by Mr. Szabo and Ms. Scott.

**RE-ORGANIZATION**

According to Township Code Chapter 21-3 F, a nomination to elect Ms. Ryan as 2018 HPC Chair was made by Mr. Szabo, hearing no other nominations, verbal roll call to approve nomination, all in favor. Record will reflect that Ms. Ryan recused herself.

According to Township Code Chapter 21-3 F, a nomination to elect Mr. Banks as 2018 HPC Vice-Chair was made by Mr. Szabo, hearing no other nominations, verbal call to approve nomination, all in favor. Record will reflect that Mr. Banks recused himself.

According to Township code Chapter 21-3 F, a nomination to select Ms. Scott as recording secretary was made by Mr. Szabo, hearing no other nominations, verbal call to approve nomination, all in favor.

Mr. Szabo stated that 2017 was an interesting year with much going on with HPC. He was happy to service as past Chair.

**APPLICATIONS**

11 Symmes Court (B38, L4): within Historic District, Classified H; owners Ms. Ally Falk and Mr. Chris Dinoia were present for an update of the August 15, 2017 discussion with HPC for a proposed addition. Ms. Falk stated that due to the cost for the first proposal, they readdressed the plan, scaled it back and now have a shorter timeline and lower costs. This current plan accomplishes the same idea of the original proposal. Continued on Page 2

The current proposed plan addresses two elements. A covered porch off the existing kitchen (east elev.) and a new bathroom above the existing sunroom (south elev.). The covered porch measure 12'X 15'6" with 3' high brick knee-walls on 3 sides with stone capping and 2 sets of brick steps, matching (as close as possible) the existing bricks. Four 8" square columns will be centered on the most eastern elev. wall. The porch decking will be wood. A gable roof is planned. The public visibility for this area is minimal. The second floor bathroom addition will have gambrel roof lines that will mimic the existing roof lines. The exterior siding will match the existing width wise. The shingles will match existing. Ms. Ryan explained that the shutters should be half the width of the windows so when the shutters are closed, they meet in the middle. The proposed new window shutters should follow this rule. Ms. Falk expressed that she would like to reuse the shutters if they are the same size. Mr. Szabo pointed out the shutters on the lower level are hung on hinges. Ms. Falk said that the upper level shutters are not so they will most likely re-attach the shutters the same way.

Ms. Falk stated the plan includes addressing the free standing garage. It will get a lift by changing the two car entry door to one entry. The square foot will remain the same and will function as a garage/gym. The vehicle entry garage door was drawn on the plan but specs for the door were not included. HPC is fine with the door style, as drawn. Spec sheets will be needed for the garage door. Ms. Falk is agreeable to this.

HPC agrees with this plan as submitted, drawn and discussed. This plan can be approved so the project can move forward. HPC recommended that the applicant contact Zoning Officer.

Hearing no other questions or concerns, roll call to approve this application as discussed with the garage door/style as drawn on plans; AYES: Mr. Banks, Ms. Marlowe, Ms. Ryan, Mr. Szabo, and Mr. Walsh.

2 Oak Lane, (B35,L21) application received on December 19, 2017 for a re-roofing project (ordinary maintenance) on the existing house and shed. This property is located within the Buffer Area.

## **MINUTES**

The minutes from the December 5, 2017, meeting was reviewed, amended, and approved. Roll call was taken to approve the minutes: AYES; Mr. Banks, Ms. Marlowe, Ms. Ryan, Mr. Szabo and Mr. Walsh.

## **NEW BUSINESS**

Memo from Mayor: Ms. Ryan read aloud a memo from Mayor Johnson about appearing before the Township Committee. The changes in their agenda will reflect the Board or Commission appearance so the public who might have an interest in hearing the report will know in advance.

## **OLD BUSINESS**

FFY 2017/2018 CLG Grant Application: A reminder email will be sent to the NJSHPO. Mr. Szabo reminded that when the bid goes out, a stipulation for the camera must be made. Secretary will inquire if the 2016 Grant funds were received.

## **DISCUSSION:**

The Township newsletter articles are due on January 25<sup>th</sup>. Anyone who wishes to submit an article, may do so.

## **ADJOURNMENT OF MEETING**

There being no further business, a motion duly made by Mr. Banks, seconded by Ms. Ryan and carried, the meeting was thereupon adjourned.

## **CERTIFICATE OF SECRETARY**

I, undersigned, do hereby certify;

That I am the duly appointed secretary of the Cranbury Township Historic Preservation Commission and,

That the foregoing minutes of the Historic Preservation Commission, held on January 16, 2018 consisting of 2 pages, constitute a true and correct copy of the minutes of the said meeting.

IN WITNESS WHEREOF, I have hereunto subscribed my name on this 6<sup>th</sup> day of March 2018.

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Linda M. Scott, Recording Secretary