

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

TIME AND PLACE OF MEETING

A regular meeting of the Cranbury Township Historic Preservation Commission was held in Town Hall, Cranbury, New Jersey, on April 17, 2018 beginning at 7:31 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

With a quorum present, Ms. Ryan called the meeting to order and Ms. Scott performed as recording secretary.

MEMBERS IN ATTENDANCE

Mr. Banks, Ms. Marlowe, Ms. Ryan, Mr. Szabo, and Mr. Walsh. Mr. Coffey informed secretary that he will be unable to attend this meeting.

APPLICATIONS

4 Maplewood Avenue (B33L31): within the Historic District; application received to replace the existing wood front entry door with a new wood entry door and install a full glass storm door. The application states the door may be painted to match the shutters, a red rusty color. HPC stated the storm door will visually reduce the size of the main entry. Therefore, it was recommended that the storm door be the same color of the new wood door or be a darker brown color if the new wood door will be stained.

Hearing no other questions or comments for this application, roll call to approve this application with the stated recommendation; AYES: Mr. Banks, Ms. Marlowe, Ms. Ryan, Mr. Szabo, and Mr. Walsh.

1 North Main Street (B23,L71) within Historic District, 2017 Classified K; Mr. Bill Gittings, AIA and homeowner, Ms. Suzanne Palocz, were present for a concept discussion to install an elevator onto the back facade (west elevation) of this structure. Pictures and preliminary plans were supplied. Mr. Gittings explained that this area is the least conspicuous and least intrusive. The proposed elevator chase will be enclosed in a small bump out addition into a corner of the rear façade in order to install an interior elevator from the basement up to the second floor level. Exterior clapboard material will be cement board. The existing foundation is brick and there are limitations as to how best to address this area. Mr. Gittings will give this more thought. HPC is agreeable with painting the new brick to match the existing brick foundation. A flat roof with flashing at the roof will meet at the fascia. With this bump out addition, an existing window needs to be removed so a new window is planned in the third floor rear gable. This new window will be consistent with the existing windows.

22 South Main Street (B23,L79) within the Historic District; application and plans to install an ADA ramp leading up to the rear entrance. HPC did a quick reviewed of the plan. It will be placed on the May 1st agenda.

103 Plainsboro Road (B28,L17) within Buffer Area and adjacent to HD properties: application (minor) received to install patio and back step leading from house to ground level. Reviewed and approved by Chair on March 14th

3 Brainerd Drive (B35,L24) within Buffer Area; application received on March 14th to re-roof structure, HPC review not required.

11 Symmes Court (B38, L4): within Historic District; on March 19th email was received for the January 16, 2018 approval for specs of garage door style. Placed in HPC file.

11 South Main Street (B35, L4) within Historic District; application received on March 3rd to install a generator, no special decking, just rail ties containing a bed of rocks, that will be installed next to an existing AC unit. Application reviewed and approved by Chair.

11 Prospect Street (B23, L33) within Historic District; application received on April 17th, to replace a 3 rail split fence in the rear yard. Materials will be replaced in kind. In 2 small areas, the fence will be relocated by approximately 1-2' closer to the property line. This is not an HPC issue. Application deemed as ordinary maintenance.

MINUTES

The minutes from the April 3, 2018 meeting was reviewed and approved. Motion made by Mr. Banks, seconded by Ms. Marlowe, all in favor.

NEW BUSINESS

Financial Disclosure Forms: Instructions for the 2018 Financial Disclosure Form was given out. All HPC volunteers in attendance initialed that it was received. Deadline April 30th.

Newsletter Article for the upcoming newsletter was written by Mr. Szabo. He will make minor corrections and submit to Jean Golisano for publication.

National Alliance of Preservation Commission's Forum 2018 will be held July 18-22, 2018, in Des Moines, IO. A request for CLG's nationwide to submit a photo of themselves in front of or in a place that matters. The HPC will happily participate with this request holding the NAPC Forum sign. The photo will be emailed to Mr. Kinney to be shown at the NAPC.

OLD BUSINESS

2017 Year End Report: A date to present this report to the Township Committee in May either 14th or 29th. Secretary will inquire with the Clerk for available dates and room on the agenda. She will send a confirmation email once the date is confirmed.

2017/2018 CLG Grant RFP: Proposals will be opened on April 19th at 10am. Mr. Szabo will make an effort to attend.

DISCUSSION:

New Owner Letters: no new owner letters were mailed.

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 April 17, 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 1st day of May 2018.

Linda M. Scott, Recording Secretary