

**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 May 1, 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, and Mr. Szabo.

**NON-MEMBERS IN ATTENDANCE**

Boy Scout Mr. Douglas Avis and Mr. Gregory Avis (dad).

**APPLICATIONS**

22 South Main Street (B33L31): within the Historic District; no one present for discussion. No additional information or communication received. Mr. Szabo took a few photos from the street to determine if any part of the proposed access ramp can be viewed from the street. It appears that, looking at the submitted plan and application a minimal part of the ramp will be seen. It was stated that the ramp is not a permanent structure. A recommendation was made that the ramp be painted white so as to minimize the visual impact and blend in with the building. The plans that HPC reviewed do not specifically state what material will be used but the plans indicate that Trex is an option. Secretary will reach out to applicant for this detail.

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.

11 South Main Street (B35,L4) within Historic District; application received to remove damaged arborvitae caused by a recent nor'easter. It will be replaced with cryptomeria along the driveway and fenced area. Application reviewed and approved by Chair as a minor (streetscape) application.

38 South Main Street (B23, L80): within Historic District; application received on May 1<sup>st</sup>, to replace the deteriorated curbing and sidewalk with like materials, concrete. Application was deemed as ordinary maintenance. This property is located on a county road, applicant was advised to call the county road dept. before proceeding with proposed project.

26 Maplewood Avenue (B33L19) within Historic District; application received via email on April 25<sup>th</sup>. Review of the application resulted with an email requesting more details regarding information on the proposed project. Owner was quick to respond and answered questions deeming the application complete on April 30<sup>th</sup>. HPC Chair reviewed and approved the application that includes ordinary maintenance to replace porch roof membrane, replace rotted wood on front porch, and paint, repair or replace the lattice. The minor part of the application includes removing the precast concrete steps and replacing with a traditional (not paver brick) brick riser and limestone or bluestone cap treads. New handrails of similar design will be used. Application reviewed and approved (minor portion) by HPC Chair.

37 North Main Street (B23,L55) within Historic District; application received on May 1, 2018 to replace the front 7 windows and fifteen windows on the sides and back of existing house. The information was reviewed and the back fifteen windows can proceed with replacement. HPC took into account the close proximity of the house to the front sidewalk. The front window specifications have the grill between the glass panes. HPC would like to have the muntin profile on the exterior and the sash should not be vinyl. Additional information for the front windows will be requested. HPC is fine with the side and back windows. The half round gutters are acceptable to HPC.

## **MINUTES**

The minutes from the April 17, 2018, meeting was reviewed and approved. Motion by Mr. Banks, seconded by Mr. Szabo, all in favor.

## **NEW BUSINESS**

Presentation of the 2017 Report is on the May 14<sup>th</sup> Township Committee agenda. Cover memo and report were distributed to 2017 Chair, 2018 Chair and Vice-Chair. Copies will be made for the Committee for review at the meeting. Secretary will email meeting agenda when posted.

The 1<sup>st</sup> Alternate, Class C volunteer position is vacant. An email from a resident expressing interest for this vacancy was received. HPC briefly discussed moving the 2<sup>nd</sup> Alternate into the 1<sup>st</sup> Alternate position. This will be discussed with the Mr. Coffey for his input. This was done in the past when other vacancies became available.

A question was raised if a resume was submitted with the volunteer interest form, response was no resume was submitted. The process for an interested individual is to complete the on-line form. There is a section on the form asking about: education, prior volunteer or work-related experience, etc. but this section was left blank when received. Another question was raised about the vetting process, trade qualifications or even a background check. Secretary was uncertain if this process is performed.

In the past, HPC invited the interested volunteer to a meeting to get a better understanding of the volunteer's interest in historic preservation. CLG requires that a resume for any new volunteers be submitted with their annual certification requirements.

## **OLD BUSINESS**

FFY 2017/2018 CLG Grant Application: Mr. Szabo stated that the RFP opening for the Intensive Level Survey was held in Town Hall on April 19<sup>th</sup> at 10am. Two RFPs were received, both for the same dollar amount. The specs were scanned and emailed to Mr. Jonathan Kinney at the NJ Historic Preservation Office. Ms. Ryan is aware of PS&S of Warren, NJ. The specs were reviewed for completeness. After review, it was determined that one spec was lacking a statement of corporate ownership which is a fatal flaw in awarding the grant. The copies of the RFPs were distributed for all HPC members in attendance to view. Both firms will be notified of their status and without any issues, the RFP will be awarded at the May 14<sup>th</sup> township council meeting.

New Owner Letters Sent: none

Financial Disclosure Report deadline was April 30<sup>th</sup>. Reminder for anyone who has not yet filed to complete this process before penalties are given.

## **DISCUSSION:**

46 North Main Street, (B32,L3) within Historic District; owners Prasad and Anjali Joshi were present for discussion of the two story barn located in their back yard. They purchased the property in August 2017, and enjoy living in Cranbury. Mr. Joshi presented some photos of the barns exterior and interior. The concrete flooring has deteriorated causing a sink hole to form. The owners would like to try to restore the barn structure with the anticipation to garage their two vehicles. Mr. Joshi stated that they called two contractors. One contractor informed them that the structure will need a new foundation in addition to repairs of the concrete floor. One side of the barn is sinking so the structure requires lifting off the foundation to be rebuilt. HPC stated that there are contractors who can perform this task. Older structures often hold unexpected surprises as

a project progresses, but a knowledgeable contractor is aware of this. HPC explained that they are charged by local ordinance to maintain the appropriate historical appearance of buildings within historic district. The exterior of structures are the concern. The interior can be renovated into whatever is suitable for the owners. Moving forward, when ready to submit plans to HPC, it was recommended that sketches of the proposed project be provided with the application. The current openings are not suitable for accessing two vehicles. HPC appreciates the efforts given to starting this project and to keep this structure. Mr. & Mrs. Joshi thanked HPC for this discussion.

#### **PUBLIC COMMENT**

Boy Scout, Douglas Avis, along with his father, Mr. Gregory Avis, are present this evening. Douglas. Avis is working on his Boy Scout communication badge. He had questions for HPC members about the Historic District (HD). He was given a copy of HD map that is included with the HPC application. Ms. Marlowe explained that a portion of the HD inventory was performed on half of the district and this information can be found on the Cranbury Township website.

#### **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 May 1, 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 15<sup>th</sup> day of May 2018.

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Linda M. Scott, Recording Secretary