

**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 November 6, 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

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.

APPLICATIONS

88 North Main Street (B29,L4): within the Historic District; owner, Mr. Butcher was present for discussion of the submitted application via email on November 6. Mr. Butcher stated that the porch roofs (front and rear) currently have tin roofs which are leaking. His preference is to replace the roofs with zinc but was unable to find a vendor. He proposes to replace the tin roofs with standing seam copper roofs; built-in gutters will be repaired and relined using copper. The trim, mill work, and soffit will be replaced with like material, keeping the character. The drip edge of the roof line will extend approximately 2" which will allow rain off to drip into the gutters. A question was raised if a standing seam metal roof is appropriate for this style structure. It was stated that it is.

Hearing no other questions or comments, the HPC Chair approved this minor application.

4 Scott Ave (B33, L34): within Historic District, owners Mr. Steve Rush & Ms. Barbara Nelson and Architect Mr. Steven Golisano, were present for the concept design plan to expand the existing driveway and improve the access of the driveway. Mr. Golisano explained the narrow driveway entrance is located near the sharp corner of Maplewood Ave. and Scott Ave. curve. The current configuration option to exit the driveway is to back out onto the street. There are times a parked vehicle is in street, across from the driveway, posing safety concerns. He submitted a proposed concept plan drawing that will remove the existing low stone walls and end caps, remove existing sidewalk, remove lamp post, and relocate the existing shed closer to west elevation property line. Also proposed is a new sidewalk with two new concrete aprons allowing dual access into the expanded driveway area. Landscaping will be installed to buffer from the street and a paved brick area sidewalk and driveway. This plan highlights the architecture of the house and allows easy access to and from the driveway without backing a vehicle into the street.

Ms. Ryan asked about lighting. Mr. Golisano stated that new low level lighting will be installed along a new planter wall near the front of the house. Accent lights will be added to an existing tree to highlight its canopy. It has been verified that Scott Ave. is a county road. The Zoning Officer has already been contacted.

HPC agrees with this concept plan as drawn, submitted, and discussed.

25 North Main St (B23,L63.03) within Historic District; application was received on October 22, 2018 to replace the existing wood picket fence with like material and design. Application deemed as ordinary maintenance.

MINUTES

The minutes from the October 16, 2018 meeting was reviewed and approved. Motion to approve was made by Mr. Banks, seconded by Mr. Szabo, all in favor.

NEW BUSINESS

- The Zoning Officer recently contacted the HPC Secretary regarding the newly installed fence at 14 North Main Street. Secretary supplied the HPC approval letter for this application. It appears that the approved fence and the installed fence differ and do not meet zoning code.
- A Thank You letter from Preservation NJ for renewing HPC's membership. Preservation NJ offers to educate, advocate and provides technical assistance to protect NJ's historic treasures.

OLD BUSINESS

2017 CLG Inventory: No update. Secretary is waiting to receive final word from NJSHPO that the Intensive Level Inventory is acceptable to the terms of the scope of work.

DISCUSSION:

- New Owner Letters: none sent
- HPC Application Updates will be reviewed by HPC and discussed at the next HPC meeting. The updates should be ready for the start of 2019. The updates include *additional approval requirements* on Page 2 of 7. On Page 3 of 7, the *Classification includes Key, Contributing, and Non-Contributing*. HPC would like to include an area for an *Application Number*. A log sheet for administration purposes will be kept. Mr. Banks suggested that a statement to include something to the effect of failure to follow this process may result in a violation.
- The book inventory was questioned as to where it would be located for availability to the public. Mr. Szabo suggested that he would discuss with the Library of the possibility to have the HPC's reference material located there. Ms. Ryan suggested that the Guidelines and the recent surveys be included. It was thought that the Library already has a subscription to *This Old House* which would eliminate the need to continue this subscription. Instead, *Traditional Buildings* could be substituted. Mr. Szabo will look for subscription info.
- Training: Ms. Ryan informed HPC of some seminars. On November 16th & 17th, Row House Symposium is being offered in Philadelphia free of charge. Topics include underpinning existing walls and repairing rubble stone foundations, masonry wall stabilization, ventilation and HVAC for all row house type buildings which Ms. Ryan will attend. NJ Rehab Sub-code is another training opportunity in Cherry Hill that has a cost. It addresses how to accommodate older buildings that do not comply with modern codes. On November 17th, Mr. Szabo will be attending Preserving Your Porch: A Hands-On Historic Preservation Workshop at the Arch Street Meetinghouse, Philadelphia. Funds from the training budget might be allocated.

ADJOURNMENT OF MEETING

There being no further business, a motion duly made by Mr. Szabo, seconded by Mr. Walsh 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 November 6, 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 4th day of December 2018.

Linda M. Scott, Recording Secretary