

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

TIME AND PLACE OF MEETING

A scheduled meeting of the Cranbury Township Historic Preservation Commission was held in Town Hall, Cranbury, New Jersey, on May 2, 2017 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 5, 2016, 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, Mr. Szabo, HPC Chair, called the meeting to order. Ms. Scott, performed as recording secretary.

MEMBERS IN ATTENDANCE

Mr. Banks, Ms. Marlowe, Ms. Ryan, Mr. Szabo, and Mr. Walsh.

MINUTES

The minutes of the April 4, 2017 meeting was reviewed and approved with amendments. All in favor with the exception of Mr. Banks, who was not eligible.

The minutes of the April 18, 2017 meeting was reviewed and approved with amendments. All in favor.

APPLICATIONS

16 Station Rd: (B18L15) within HD, Classified C/C-: this application was received on April 24 and deemed complete. The house was recently sold and Mr. Golisano will be the contractor. Proposed is the removal of the deteriorated front porch steps, to be replace with limestone steps with brick risers. Pictures of other front porch steps within close proximity were supplied. The existing wrought iron railing will be repaired and replaced. The existing concrete sidewalk will be repaired. This is ordinary maintenance.

Hearing no other questions or concerns, roll call was taken to approve this application as submitted: AYES; Mr. Banks, Ms. Marlowe, Ms. Ryan, Mr. Szabo, and Mr. Walsh.

NEW BUSINESS

None.

OLD BUSINESS

April 28th Library Presentation on Historic Additions was given at the Public Library by Mr. Eric Holtermann, AIA and local architect, began at 7pm. Discussion of the Secretary of Interior Standards for rehabilitation to residential properties was part of the program. A look at residential homes for historic patterns and additions was discussed. Mr. Holtermann said that most homes started out as a one room structure and overtime, additions were added. He said that when the newer additions, if removed, should not take away from the original structure. Most of the time, structures were designed for ventilation and light.

Mr. Szabo, Ms. Marlowe and Ms. Ryan were present to address any questions that the public may have. Mr. Szabo stated that the presentation was interesting. Attendance was minimal since the library is not open to the public on Friday evenings. Attendance and participation at this presentation by the HPC volunteers may qualify as CLG training.

DISCUSSION

82 North Main St. (B29,L7) within the HD, Classified C+: an HPC volunteer noticed the hand rails on the front porch were removed this week. Secretary will send the contractor an email requesting an update. It is noted that the owners are aware of the HPC process due to an addition to the rear of their home was reviewed and approved by HPC in 2010.

An application for this address was received via email on April 12, 2017 for replacement of the front porch steps and it includes ordinary maintenance repairs to the front facade. The application was reviewed for completeness was found to be incomplete. The contractor was emailed back on April 13th informing him of the lacking detail. Information to complete the application has not been received but the contractor did state that he was to meet with the owners and will let HPC know of the details.

A Primer for Historic Preservation Commissions & Planners handouts were presented by Ms. Marlowe who attended the training seminar on April 18, 2017. Mr. Szabo will review the *Preserving Your Community's Heritage* handout, the other handout (pdf of Primer presentation) will be placed in the HPC file. Ms. Marlowe noted that the Primer presentation brought attention to properties within the HD (Historic District). The handout states that these properties should be identified (flagged) as HD properties as captured on local tax records as well as records of the construction code official, engineer, zoning officer and clerk.

2016 CLG Grant bid opening will be held on May 9th at 10am in Town Hall. Mr. Szabo will be present. An invite email will be sent to Ms. Goetz. Deadline date for completion of the survey is September 15th 2017.

2017 CLG Grant approval letter from the NJ State was just received. Mr. Szabo announced that Cranbury Township proposal for the 2nd half of the inventory was approved in the amount of \$24,999. HPC will ultimately have an updated and complete historic inventory survey. The inventory should be digitized and on a database. Mr. Szabo questioned what the ongoing process would be of updating the inventory on the database from the paper applications received and reviewed by HPC.

Mr. Szabo stated that a cross reference of the properties that should be inventoried/updated will need to be cross referenced with the 1988 Inventory.

Mr. Banks asked if other Township entities can apply for this grant. They may and are encouraged to apply for this grant in the future. Ms. Marlowe felt that the barn park would be a good candidate. She stated that Cranbury has always been an agricultural community. The barns in the barn park were built at different periods and had different uses. They should be kept stable.

147 Plainsboro Road (B23,L12.01) has an historic preservation easement for the circa 1860 farmhouse on this parcel of land. This farmhouse is neglected and falling into disrepair. During the Township Committee meeting of April 24th, Mayor Cook suggested that a Notice of Violation (Maintenance Code) be addressed for this structure. No update on this issue.

ADJOURNMENT OF MEETING

There being no further business, a motion duly made by Ms. Marlowe, seconded by Mr. Banks, 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 2, 2017 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 16th day of May 2017.

Linda M. Scott, Recording Secretary