**MINUTES**

**OF THE**

**CRANBURY TOWNSHIP**

**HISTORIC PRESERVATION COMMISSION**

**CRANBURY, NEW JERSEY**

**MIDDLESEX COUNTY**

**TIME AND PLACE OF MEETING**

A meeting of the Cranbury Township Historic Preservation Commission was held in Town Hall, Cranbury, New Jersey, on October 15, 2019 beginning at 7:00 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 20, 2018, 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.

**MEMBERS IN ATTENDANCE**

Mr. Banks, Mr. Golisano (1st Alt.), Ms. Marlowe, Ms. Suttmeier (2nd Alt. 7:15pm), Mr. Szabo, and Mr. Walsh. Ms. Ryan emailed Secretary stating that she was unable to attend. Motion to excuse Ms. Ryan was made by Mr. Banks, seconded by Mr. Szabo, all in favor. Record will reflect that Mr. Golisano and Ms. Suttmeier are ineligible to vote on certificate of approvals due to having a quorum.

**OATH OF OFFICE-**

Mr. Banks administered the Oath of Office to Ms. Jennifer Suttmeier at 7:16pm. Ms. Suttmeier was appointed to HPC, 2nd Alternate, Class C position by the Township Committee on September 23rd. The term date for this volunteer position expires on December 31, 2019.

Historic House Move: Mr. Banks highlighted and thanked Mr. Golisano on the successful historic house move project this past week. Mr. Golisano stated that the move went well, everything went according to plan timing wise, and fell within the police and utilities window. Currently, the foundation is being installed and the old foundation stones are being moved from the original site to the new site. These stones will be cut and reused on the exposed block foundation facade. The house movers will return to lower the house onto the foundation which is being built up to the house. There is a lot of interior work that needs be done.

**MINUTES**

The minutes from the September 17, 2019, meeting were reviewed and approved. Roll call to approve: AYES; Mr. Banks, Ms. Marlowe, Mr. Szabo and Mr. Walsh. INELIGIBLE; Mr. Golisano

**APPLICATIONS**

HPC032-19 #10 North Main St., (B33, L36) within Historic District; application received to install a fence and gate that will replace the existing deteriorated fence from front corner of house to south property line. Mr. Banks investigated and stated the house was built in 1881. The selected fence is a circa 1890 wrought iron fence with posts and gate, and will be painted black. HPC reviewed this application and stated it is an appropriate style fence for this location. Zoning approval has been received. This minor application was signed by HPC Chair, Mr. Banks.

HPC033-19 #57 South Main St., (B18, L1) within Historic District; application received to install 169 feet of a 3 split rail wood fence along neighboring property to the north. It will be installed from northeast corner of the garage to the back corner of property and installed approximately 6 to 12 inches from property line depending on trees. It will not be painted and will have a dark color turkey or chicken wire fence attached. This fence is the same style, size, and design of neighboring property (south). It will not be seen from the street but can be seen from the Park. Photos of the area and plot plan were included with application. HPC reviewed the application and information. Zoning approval has been received. This minor application was signed by HPC Chair, Mr. Banks.

Cranbury resident and neighbor, Ms. Sally O’Grady, viewed the application and noted that this fence will not keep dogs in since there will be no fence installed along the rear property line which is open to the park.

HPC027-19 #53 South Main St., (B18, L3) Drawings (by homeowner) and red line plans (from Plainsboro Construction Dept. date stamp received September 24, 2019) have been received by owner via email on October 10th.

Prior to discussion, Mr. Banks explained that HPC’s function is limited by the local by-laws. HPC is not an administrative tribunal; they do not have the ability hold anyone in contempt, issue fines, ability to issue a stop work order or arbitrate. HPC reviews applications for appropriateness, compliance, and reviews the proposed work to assure that it will preserve the character of the village and surrounding area. The HPC is not responsible to contact individual property owners when an application is on the agenda for review at the HPC meetings. NJ Statue requires that agendas be published in newspapers (legal ad), as required by NJ mandates. When an applicant meets zoning requirements there is no need for a variance. If a variance is required, all property owners and utilities within 200’ circumference must be notified. HPC encourages applicants to work with their neighbors. HPC appreciates feedback, provides any assistance, and is interested in comments.

Ms. O’Grady was present for this application and information. She is not against this application, but is interested in what the barn will look like. Mr. Banks explained that the applicant, Mr. Taylor, could not be present tonight due to an out of town commitment this week. He was present on September 3rd, and HPC asked many questions. Mr. Taylor supplied a hand-drawn plan of the west elevation only; verbal information about the appearance, size, and scope and stated the setbacks were met by zoning regulations. The HPC requested specifications on the windows and doors along with half-sized construction plans at that meeting. Mr. Banks stated these items were supplied. Being that Mr. Taylor is the Mayor, plans are reviewed by the Plainsboro Construction Department so no preference can be given. Ms. O’Grady reviewed the supplied drawings.

The original submission included a drawing of the front (west) view only. At the September meeting, Mr. Taylor stated that double doors will be on the north elevation. The back (east) was to have a couple windows on the second level. The paint color that will be chosen is not an HPC concern.

Mr. Szabo asked about the changes that occurred since the last HPC meeting. Mr. Banks stated that windows changed. Viewing the recently received plans, Mr. Szabo recalled that the front (west) elevation is the same, the (north) side had double doors. Plans show the double doors have been relocated to the back (east) elevation with one double hung window on each side of the doors and no windows on the south elevation. Ms. O’Grady is fine with the plans and stated that the structure will look better than her garage.

HPC questioned the drawings of the windows. A set of the received plans now have 4/4 windows on each side of the single entry door on the front elevation and 6/6 on the second level. The same set of plans indicate the back double doors with 2/2 windows on each side. Note on plan states *south side elevation is same as north side, without windows*. Plans state fiberglass shingles are proposed. Shutters are not stated. Mr. Banks stated that these are artistic drawings. HPC felt that consistency with the 4/4 windows is important. An emailed picture of the window, supplied by Mr. Taylor to Mr. Banks, was displayed on his phone. A wood window will be installed on the front (west) with a Therma door. The back double doors will be solid door (no windows).

Ms. O’Grady thanked HPC for their time and volunteerism.

Hearing no other questions, roll call to approve the amended plan was taken: AYES; Mr. Banks, Ms. Marlowe, Mr. Szabo, and Mr. Walsh. Ineligible: Mr. Golisano and Ms. Suttmeier.

HPC034-19 #14 Symmes Ct., (B23, L92) within the Historic District; Owner Mr. Tom Walsh, was present and recused himself as HPC volunteer to discuss application. Mr. Walsh stated that ordinary maintenance to remove the existing shingles and install GAF Timberline Architectural Series on the house and free standing garage will be done. He stated there is a leak that they would like to address.

 Beige color box gutters 4” wide are proposed to be installed on the house only. This gutter style was selected since it was typically seen on a bungalow style house. The color was selected because it matches the current trim color. Gutters are not proposed for the garage, which has exposed architectural rafters. The owners would like to preserve this detail by not covering the rafter ends. Gutters are considered as a minor application.

 Hearing no other questions or concerns, roll call to approve the gutters: AYES; Mr. Banks, Ms. Marlowe, Mr. Szabo. INELIGIBLE; Mr. Golisano and Ms. Suttmeier. RECUSED: Mr. Walsh.

**NEW BUSINESS**

Survey and Design Guideline Books: The 2017 and 2018 Intensive Level Surveys and The Design Guideline (2006) have been printed and bound. The New Jersey, A History of the Garden State, edited by Maxine N. Lurie and Richard Veit (2015), has been purchased. The booklets and book will be donated to the Cranbury Public Library on behalf of the HPC and serve as reference material.

**OLD BUSINESS:** None.

**DISCUSSION:**

Mr. Golisano had the opportunity to meet and talk with Mr. John Kilbride, rail historian, who has done archeological and historical work documenting the Camden Amboy Railroad passenger and rail line around the Cranbury Station area. Mr. Kilbride provided to Mr. Golisano a brief snippet of information compiled from years of work. Mr. Golisano relayed the first passenger rail fatality happened near Brickyard Road in an 1833 crash. As it happens, Mr. John Q. Adams (post-presidential period) along with Cornelius Vanderbilt, two very important and powerful men, were on this train.

Mr. Kilbride will be presenting at the Cranbury Public Library on October 23rd to talk about the history of Camden Amboy Railroad and its local history. This timing is appropriate since there is interest in the history of the Cranbury Station Hamlet and the Master Plan re-examination.

Master Plan (MP) draft of the reexamination report will be held on October 16th, 2019 at 7pm. Ms. Marlowe and Mr. Golisano volunteered to attend this meeting. Mr. Szabo reviewed the draft HPC element. He notes that Page 28, No.5. Historic Preservation, the correct dates of the two inventories were completed on September 2017 and September 2018. He also noted that the appendix of the outlying farm sites, west of the village, is not included.

On Page 49 Section 6 Historic Preservation: The HPC proposed to add properties to the existing Historic District. The HPC suggested to eliminate, not amend, the buffer area behind the historic properties on Main Street so it doesn’t affect the newer developments. The Township and HPC could consider designating individual properties outside the district as historic sites that are worthy of preservation. If so, the Code would require review.

Another statement for consideration is the Cranbury Station Hamlet be an historic district which would be subject to review by HPC. As a means to protect and preserve, the Township should work with the HPC to determine whether it should be designated as an historic district.

Not included within the MP was the table from the 2010 Master Plan that was updated to reflect if a site was demolished and several properties were added to this list. No mention was made of the properties on North Main Street to include this area within the historic district. Clarity of specifics is needed and will be asked at the MP draft review meeting. HPC Secretary will look for the email with hand drawn map and property list to forward to Mr. Golisano in time for the meeting tomorrow.

Potential teardowns were questioned that might affect the existing character of the Historic District. It would be the Township’s responsibly to pass an ordinance that would prevent homes from being demolished and be replaced with McMansions.

A question was asked about the timeline and closure of the MP. It was thought that the respective boards/commissions would have had the opportunity to review and offer feedback prior to the meeting for any public comment on the draft.

**NEW HOMEOWNER LETTERS**: None sent.

**ADJOURNMENT OF MEETING**

 There being no further business, a motion duly made by Mr. Banks, 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 October 15th, 2019 consisting of 3 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 19th day of November 2019.

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 Linda M. Scott, Recording Secretary