

**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 June 4, 2019 beginning at 7:02 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 (1<sup>st</sup> Alt.), Ms. Marlowe, Ms. Ryan, Mr. Szabo, and Mr. Walsh

**NON-MEMBERS IN ATTENDANCE**

Mr. Kevin Van Hise, Esq., Township Attorney and Mr. Michael Ferrante, Township Liaison.

**MINUTES**

The minutes from the May 21, 2019, meeting were not available for approval. They will be placed on the next meeting's agenda.

**NEW BUSINESS**

Mr. Banks welcomed and thanked Mr. Van Hise for taking time to talk with the HPC. Mr. Van Hise introduced himself. He is the Board of Health Attorney, Planning Board Attorney along with Ms. Cecil, Special Counsel on Affordable Housing and back-up counsel to Mr. Steve Goodell, Township Attorney. He was present this evening to remind and advise the volunteers of HPC of their roles and responsibilities. He stated that the HPC responsibilities are set in Statute and Municipal Code. The HPC's jurisdiction begins and ends essentially with Historic designated sites, properties, and districts whether or not they are right for designation or have been actually designated. The Statute gives HPC the responsibility, in an advisory capacity, of identifying sites, properties of significance, and conveying the interest and survey study. The designation responsibility would be up to the Planning Board or governing body. In the Land Use context, the HPC has a statutorily-defined role. Should an application for a development be on a Historic designated site or is within the HD or Buffer Area, the Planning or Zoning Boards must refer to the HPC and would then make a recommendation(s). Mr. Van Hise spoke that not all Planning or Zoning applications would be appropriate for all Boards, Commissions, or Committees to comment on.

Mr. Banks stated that enforcement is an issue and asked if Mr. Van Hise has any advice or recommendations for this. Mr. Van Hise stated if someone notices work being performed without an application, this would be the time to address the issue and that early notification is the best route. There could be a stop work ordered. The Zoning Officer is the enforcement officer and should a written notice of violation be issued, he would do this. It does cost to go the court route, and should HPC want to follow through with the violation, a paper trail of the case is best. He stated there is a procedure that is followed and advised HPC that the best course of action would be to try to work with the individual homeowner. He recommended to document violations in the minutes, with a violation notice, etc. This would work if there are repeat offenders. Mr. Van Hise said that taking people to court gets expensive.

Mr. Marlowe expressed her concern of being a Certified Local Government and the possibility of not remaining compliant due to offenders.

Mr. Banks inquired since that HPC is a volunteer Commission, is there a process that has been enacted for the Zoning Officer to follow in order to create a mechanism that can be followed. Mr. Van Hise stated that

the Zoning Officer does a great job and communicates with the Township Administrator. These two individuals will contact the attorney's office to discuss the best course of action. If there is a reason to take action, it will be handled through the proper channels. This information, once determined, would be conveyed back to the HPC. Hearing no other questions or comments from HPC, Mr. Banks thanked Mr. Van Hise for his time and expertise.

### **APPLICATIONS**

HPC012-19 #70 North Main St.: (B30 L2.01) The application received on April 23, 2019, with photos was mailed back with a letter stating the requirements to complete the replacement fence application. It was sent since the property owner was unresponsive to emails sent by the HPC AO and Zoning Officer.

### **OLD BUSINESS**

New Homeowner Letters: none sent.

### **DISCUSSION:**

Master Plan 2020 Updates: Mr. Banks welcomed Mr. Ferrante and asked about the MP (Master Plan). Mr. Ferrante stated he is aware that the MP needs to be completed this year. He attended the meeting, but attended as part of the public since Township Committee members are part of the Subcommittee.

Mr. Szabo and Mr. Golisano are the HPC volunteers working on the MP HPC section. Mr. Szabo stated that updates to the Inventory of Historic Sites Table and includes an additional six farm sites to the west, the proposed expansion of Cranbury Village Historic District map with additional added properties, and the Cranbury Village Historic District – 2020 Master Plan Update with Recommendations from the last meeting were performed. The HPC follows the SOIS that includes guidelines on sustainability which was addressed in 2011. Mr. Banks thanked Mr. Szabo and Mr. Golisano for their work and thanked Mr. Ferrante for attending.

Master Plan Subcommittee will meet on June 5<sup>th</sup> with no need for HPC to attend. The updated Inventory of Historic Sites Table which include an additional six farm sites to the west, the proposed expansion of Cranbury Village Historic District map with additional properties to be added, and the Cranbury Village Historic District – 2020 Master Plan Update with Recommendations will be emailed to Mr. Richard Preiss.

### **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 June 4, 2019 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 16<sup>th</sup> day of July 2019.

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Linda M. Scott, Recording Secretary