

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

**TIME AND PLACE OF MEETING**

The reorganization meeting of the Cranbury Township Historic Preservation Commission was held on January 5, 2021 at 7:00 pm by remote access videoconferencing in response to COVID-19 and the updated Open Public Meeting Act guidelines.

**CALL TO ORDER**

During interregnum and with a quorum present, Ms. Thompson, secretary, called the meeting to order at 7:00 p.m.

**STATEMENT OF ADEQUATE NOTICE**

Pursuant to the Sunshine Law, adequate notice in accordance with the Senator Byron M. Baer Open Public Meetings Act (N.J.S.A. 10:4-6) was provided on December 31, 2020, of this meeting's date, time, and place, and the 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. Notification of remote access meetings going forward, until further notice, was posted on the Township website on July 3, 2020 and sent to the Trenton Times, Home News, and Cranbury Press on July 3, 2020.

**MEMBERS IN ATTENDANCE**

Mr. Golisano, Chair; Ms. Marlowe; Ms. Ryan; Ms. Jennifer Suttmeier; and, Mr. Walsh, Vice Chair. Motion was made and seconded to excuse Mr. Szabo. Motion was approved.

**NON-MEMBERS IN ATTENDANCE**

Ms. Evelyn Spann, Township Liaison; Ms. Susan Kasziba, Resident

**INTRODUCTION OF HPC 2021 MAYORAL APPOINTMENTS NOMINATION, ELECTION, AND SELECTION**

At the January 4, 2021 Reorganization Meeting, the following HPC appointments were made by the mayor:

- Mr. Szabo was appointed to complete the balance of Ms. Banks's 1<sup>st</sup> Alternate, Class C term (1/4/21 to 12/31/21). Mr. Banks resigned from his 1<sup>st</sup> Alternate position effective December 31, 2020.
- Ms. Suttmeier was appointed to fill the full member (Class C, 1/4/21 – 12/31/24) vacancy created by Mr. Szabo's appointment to the 1<sup>st</sup> Alternate position.

As of the January 5 HPC meeting, there remains a vacancy for the 2<sup>nd</sup> Alternate position vacated by Ms. Suttmeier upon her appointment to full member. The expiration date of the balance of the 2<sup>nd</sup> Alternate, Class C, term is December 31, 2021. A list of residents interested in possible service on the HPC will be forwarded to the HPC Chair.

**OATH OF OFFICE**

Ms. Jean Golisano, Deputy Clerk/Deputy Registrar administered the oath of office to Ms. Suttmeier during the meeting. The oath of office will be administered to Mr. Szabo in his new role as 1<sup>st</sup> Alternate upon his return.

## **RE-ORGANIZATION**

According to Township Code Chapter 21-3 F, a nomination for Mr. Golisano to serve as 2021 HPC Chair was made by Mr. Walsh. Nomination motion was seconded by Ms. Marlowe.

Hearing no other nominations, roll call to approve Mr. Golisano as 2021 Chair was taken; AYES: Ms. Marlowe, Ms. Ryan, Ms. Suttmeier, Mr. Walsh; Absent: Mr. Szabo.

According to Township Code Chapter 21-3 F, a nomination for Mr. Walsh to serve as 2021 HPC Vice-Chair was made by Mr. Golisano. Nomination motion was seconded by Ms. Marlowe.

Hearing no other nominations, roll call to approve Mr. Walsh as 2021 Chair was taken; AYES: Mr. Golisano, Ms. Marlowe, Ms. Ryan, Ms. Suttmeier; Absent: Mr. Szabo.

According to Township Code Chapter 21-3 F, a nomination to select Ms. Thompson as recording secretary was made by Mr. Golisano seconded by Ms. Marlowe.

Hearing no other nominations, roll call to approve Ms. Thompson as secretary was taken; AYES: Mr. Golisano, Ms. Marlowe, Ms. Ryan, Ms. Suttmeier, Mr. Walsh; Absent: Mr. Szabo.

## **APPLICATIONS**

### HPC081-21, #14 Wynnewood Drive, New Inground Pool Construction with Fence Installation

This application was considered at the January 5 meeting for discussion only.

The location of the proposed project is within the existing Buffer Area. As such, the first point of consideration was whether HPC should review the application since the proposed pool would be located in the backyard and not visible from a public street. It was agreed that consideration of the application was within the purview of the HPC given that the backyard of the property borders the historic Brainerd Cemetery behind the Cranbury Presbyterian Church.

Discussion ensued regarding the placement of the pool and fence in proximity to the cemetery. The homeowner, Ms. Kasziba, noted that the pool would be approximately 42' from the cemetery property line, with the fence extending another 12' beyond the pool's concrete border, making the fence approximately 30 feet from the cemetery border.

The fence design and materials were also discussed. The proposed fence would be black powder-coated aluminum with "spears" that would be flat atop. The HPC considered the appearance of the fence and its proximity to the cemetery border. There was general agreement that there did not appear to be a problem with either the appearance of the fence or the distance from fence to the cemetery property line.

Since this application was on the January 5 agenda for discussion only, the application will be placed on the January 19 HPC meeting agenda for action. HPC also advised the homeowner to ensure that Zoning approval is secured prior to the January 19 meeting of the HPC, as such Zoning approval is required before HPC may take action.

## **NEW BUSINESS**

### 2020 Year-End Report (Draft)

A draft copy of the 2020 Year End Report of HPC Actions was discussed briefly. Due to the length and detail of the report, it will be included on the January 19, 2021 HPC agenda for further discussion.

## **OLD BUSINESS**

### Cranbury Station Hamlet Historic District Designation and Proposed Changes to the Historic District and Buffer Area

Elizabeth Leheny was unable to attend the January 5 HPC meeting. Further consideration of the Cranbury Station Hamlet historic district designation and changes to the historic district and buffer area was tabled until an upcoming regular HPC meeting.

Village Commercial District Signage / New Signage Ordinance

Further consideration of the signage issue was tabled until an upcoming regular HPC meeting.

Certified Local Government Grant Application Update

The 2021 Certified Local Government Grant (CLG) application was introduced, and a brief discussion ensued regarding the allowable project types.

Previously, two possible projects were discussed: a survey of farms in Cranbury Township and refurbishment of the gazebo on the lake at the park. It was noted that the CLG grant guidelines specifically prohibit “bricks and mortar” type projects. Therefore, the grant application was proposed to focus on the survey of farms. It was noted that such survey would be inclusive of all farms in the township and not limited to those farms west of town, as previously discussed. This project would represent a phase III survey and would be conducted within the framework of the two previous surveys of historic resources in Cranbury Township.

Ms. Spann noted that Elizabeth Leheny should also be engaged in the discussion of the grant application.

New Homeowner Letters Sent

No new homeowner letters were sent.

**MINUTES**

The minutes from the December 15 meeting were reviewed and approved with edits.

Roll call was taken on the December 15 minutes: AYES: Mr. Golisano, Ms. Marlowe, Ms. Ryan, Ms. Suttmeier, and Mr. Walsh; ABSENT: Mr. Szabo.

**DISCUSSION**

Ms. Spann provided an update on the January 4, 2021 reorganization meeting of the Township Committee. Ms. Spann reported that Mr. Mike Ferrante is the new mayor and Ms. Barbara Rogers is the new deputy mayor. Also, during the Township Committee reorganization meeting Ms. Spann was reappointed as the HPC liaison.

**ADJOURNMENT OF MEETING**

There being no further business, a motion duly made by Ms. Marlowe, seconded by Ms. Ryan, and carried. The meeting was thereupon adjourned.

**CERTIFICATE OF SECRETARY**

I, the undersigned, do hereby certify that I am the duly appointed secretary of the Cranbury Township Historic Preservation Commission, and that this document, consisting of three (3) pages, constitutes a true and correct copy of the minutes of the reorganization meeting held on January 5, 2021.

IN WITNESS WHEREOF, I have hereunto subscribed my name on this 20th day of January 2021.

*Lori Thompson*

Lori Thompson  
Recording Secretary  
Historic Preservation Commission