

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

TIME AND PLACE OF MEETING

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

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 January 8, 2021, 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.

CALL TO ORDER

With a quorum present, Mr. Golisano called the meeting to order at 7:00 p.m., and Ms. Thompson performed as recording secretary.

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, Applicant; Mr. Jay Taylor, Applicant; Mr. Richard Kallan, Resident; Ms. Kathie Morolda, Non-Resident

OLD BUSINESS

HPC 2nd Alternate Vacancy

Following the reorganization of the HPC at its January 5 meeting, there remains a vacancy in the 2nd Alternate position. The HPC Chair noted that there are seven applicants who expressed an interest in serving on the HPC, each of whom has exceptional qualifications.

The Chair noted that he will review more closely the list of prospective volunteers, with the goal of inviting one or more of those applicants to the February 2 meeting of the HPC.

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

Discussion on these items was tabled and will be placed on an upcoming agenda of the HPC. The Township Planner's office was unable to send a representative to the January 19 meeting to continue discussion on these issues. It was noted that the Planner's office is working diligently on these issues, and such work precluded attendance at the meeting.

Question was raised by the HPC Vice Chair regarding what the Township budget will support in terms of engaging the Township Planner's office in supporting continued work on these issues. Additionally, the Chair noted that the HPC wants to be careful in its use of the time of professionals in order to contain costs.

APPROVED MINUTES

Ms. Spann indicated that, although the budget for professional services from the Planner's office was exhausted at the end of 2020, the new 2021 Township budget provides sufficient funds to ensure that these issues can be brought to closure. She noted also that the work being done in Cranbury in the areas of historic preservation and farmland preservation is consistent with the land use priorities of Middlesex County.

Village Commercial District Signage / New Signage Ordinance

Limited discussion continued from previous HPC meetings on the proposed new signage ordinance and the role of HPC in signage review.

Ms. Spann noted that the Township Committee wants to ensure that the HPC is comfortable with the language of the proposed new signage ordinance. Any comments or questions by the HPC that need to be addressed regarding the ordinance should be put forth to avoid any unintended consequences of final implementation of the ordinance. Ms. Spann reminded the HPC that the proposed ordinance merely condenses signage regulations that are currently found among various other Cranbury Township ordinances. Language in those provisions has not been changed in the proposed ordinance. The Township Committee will not proceed with the ordinance until HPC confirms its satisfaction with the final language. The proposed ordinance will proceed next to the Planning Board for consideration. As such, it is important that all township advisory bodies have the opportunity to review and comment on the ordinance in advance of Planning Board action.

Certified Local Government (CLG) Grant

Discussion on the CLG grant continued from the January 5 HPC meeting regarding a proposed Phase III survey of Cranbury Township historic resources to focus on farms. The HPC Chair opened the discussion by recommending that the CLG grant application use the Township's Phase I and Phase II surveys as guidelines, particularly in regard to scope as described in the introduction sections of those prior surveys.

A proposed Phase III survey of Cranbury Township farms would include the entire parcel, i.e., historic structures and the land/property on which the structures are located. The HPC agreed with this approach to take a comprehensive look at the farms that would take into consideration both structure and place in each case.

The HPC Chair suggested also looking at existing surveys to gain needed information and, thus, avoid duplication of work. It was noted that the Cranbury Township History Center may be able to provide a listing of the farms in town.

Question was raised regarding who would be charged with responsibility for preparing the grant application. This matter will be addressed by the HPC Secretary to the Township Administrator.

2020 Annual Report of HPC Actions

Discussion on the 2020 Annual Report of HPC Action continued from the January 5 meeting. HPC members agreed that the report was comprehensive and accurately reflected its work in 2020. Additional discussion ensued regarding possible HPC goals for 2021 to include continued work on such efforts as the historic designation of the Cranbury Station Hamlet and continuing to pursue the proposed changes to the historic district and buffer area. A series of draft goals was included as part of the draft cover memo to the 2020 Annual Report of HPC Actions. The HPC Secretary will send another copy of that draft memo to the HPC members for further consideration.

Roll call was taken to approve the 2020 Annual Report of HPC Actions.

AYES: Mr. Golisano, Ms. Marlowe, Ms. Ryan, Ms. Suttmeier, and Mr. Walsh; ABSENT: Mr. Szabo.

APPLICATIONS

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

This application was approved for inground pool construction and fence installation. The application was discussed at the January 5, 2021 HPC meeting, but tabled for action pending Zoning approval for the project. Ms. Kasziba, applicant, was present and provided documentation of Zoning approval prior to the meeting. Roll call was taken to approve the application.

AYES: Mr. Golisano, Ms. Marlowe, Ms. Ryan, Ms. Suttmeier, and Mr. Walsh; ABSENT: Mr. Szabo.

HPC082-21, #53 South Main Street, Inground Pool Construction and Fence Installation

This application was approved for inground pool construction and fence installation. Mr. Taylor, applicant, was present for the discussion, which focused primarily on the proposed split rail fence style. Some concern was raised as to the appropriateness of a split rail design for a pool enclosure. The applicant responded indicating that the fence will have black wire mesh on the outside to ensure safety by preventing scaling. Discussion also addressed the possible public visibility of the fence. The applicant noted that there is only one corner of the fence that might be visible to the public. In consideration of that possibility, the applicant indicated that plantings at that corner would be installed to shield the public view. Roll call was taken to approve the application.

AYES: Mr. Golisano, Ms. Marlowe, Ms. Ryan, Ms. Suttmeier, and Mr. Walsh; ABSENT: Mr. Szabo.

NEW BUSINESS

New Homeowner Letters Sent

One new homeowner letter was sent in January to 13 South Main Street.

MINUTES

The minutes from the January 5 reorganization meeting were reviewed and approved.

AYES: Mr. Golisano, Ms. Marlowe, Ms. Ryan, Ms. Suttmeier, and Mr. Walsh; ABSENT: Mr. Szabo.

DISCUSSION

During the HPC discussion period, a question was raised as to whether there would be any contact with the new owners of the Depot property. There was concern that the property could be entirely demolished in the absence of outreach. However, it was noted that it is beyond HPC's mandate to contact the new property owners.

Ms. Spann added that the new owners have not come forth with any plan to the Township for the property. Additionally, no site plan review has been scheduled. The new owner could choose to hold the property for as long as they choose before coming before the Planning Board or Zoning Board of Adjustment.

PUBLIC COMMENT

Mr. Kallan, resident, noted that since the inception of the original Historic Preservation Advisory Committee, he has requested that four houses that back up to the cemetery, including his own, be removed from the buffer area designation. Since the property owners of #14 Wynnewood Drive, which is located in the buffer area abutting the cemetery, submitted a HPC application for work, Mr. Kallan sought to understand the role of HPC in reviewing such work.

The Chair noted that the HPC did consider whether to address the proposed work at that location since HPC is moving in the direction of not including existing buffer area properties in the proposed changes. However, since the buffer area does still exist, the HPC must continue to review proposed work at those locations. It is anticipated, though, that the proposed changes to the historic district and buffer area will move successfully through the review process. However, the public will be given the opportunity to comment on the proposed changes during that process. The sentiment of such public comment is not known at this time.

Ms. Morolda addressed the HPC, thanking the members for their interest and concern regarding the historic designation of the Cranbury Station Hamlet.

ADJOURNMENT OF MEETING

There being no further business, a motion duly made by Ms. Marlowe, seconded by Mr. Walsh, 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 four (4) pages, constitutes a true and correct copy of the minutes of the regular meeting held on January 19, 2021.

IN WITNESS WHEREOF, I have hereunto subscribed my name on this 3rd day of February 2021.

Lori Thompson

Lori Thompson
Recording Secretary
Historic Preservation Commission