

Guidelines for Homeowners Within the Historic District

Being a homeowner within the HD (Historic District) is an exciting opportunity to be part of the effort to preserve Cranbury's architectural history. Cranbury Township has written guidelines to help ensure that the architectural integrity is maintained throughout the HD. When planning any exterior changes to your home and other structures on your property (and prior to implementing those changes), an application must be submitted to the HPC (Historic Preservation Commission) for review of the planned project. Doing so is required by Township Code Chapter 93. Review of the application submission will determine if the proposed work scope is 1) ordinary maintenance, 2) minor application or 3) major application. Ordinary maintenance is defined as repair of any deterioration, wear or damage to a structure or any part thereof in order to return the same as nearly as practicable to its condition prior to the occurrence of the deterioration, wear, or damage with in-kind material and quality workmanship. Ordinary maintenance also includes in-kind replacement of exterior elements, signs, or accessory hardware, using the same materials and workmanship and having the same appearance. If your submitted application is deemed as ordinary maintenance, HPC review is not required. Minor and major applications will require additional review during a scheduled HPC meeting.

When undertaking any project, whether large or small, research and planning are critical steps that are easy to overlook when you're excited about that project that you've wanted to complete. HPC strongly encourages you to come and discuss your project as a conceptual review during one of their scheduled meetings before formally submitting an application. You may want to call the HPC office at 609-395-0900 *229 to find out how many items are on the agenda for any particular evening.

Scheduled meetings are usually held on the first and third Tuesdays of the month at 7:30pm in Town Hall. This pre-application process can help prevent a lot of headaches and you may even receive some helpful cost savings tips or tricks of the trade that just might improve the results you desire. In addition to applying to HPC, there are other things to consider as you plan your project: zoning approval and building permits – it is best to call the Zoning Officer, Mr. Jeff Graydon, to insure your project does not need additional zoning review. Also, not all projects will require a permit, but it's a good idea to check with the Construction Office. When required, building permits ensure that any proposed work is designed and constructed in accordance with the State Building Codes and Cranbury Township Codes.

Living within Cranbury's Historic District provides a level of comfort and security in knowing that the character and charm of the streetscape will be enjoyed by you and our community now and into the future. Isn't that what drew you to live here? HPC will be happy to help!

- HPC Office – 609-395-0900 *229
- Zoning Officer – email Jeff at jgraydon@cranbury-nj.com or call after 7:30pm 655-0470
- Construction Office – 609-395-0900 *232 or *225

For a quick reference of what department you should contact for your proposed project visit: http://www.cranburytownship.org/forms/Cranbury_Zoning_Permit_Form.pdf

For additional information visit:

http://www.cranburytownship.org/historic_preservation_main.html

<http://www.preservationnj.org/>

<http://www.nj.gov/dep/hpo/>

<http://www.nj.gov/dca/njht/programs/gshptf/>

<http://www.nps.gov/tps/how-to-preserve/briefs.htm>