

**MINUTES
OF THE
CRANBURY TOWNSHIP
HISTORIC PRESERVATION COMMISSION
CRANBURY, NEW JERSEY
MARCH 19, 2024**

www.cranburytownship.org/historic-preservation-commission

TIME AND PLACE OF MEETING

The Meeting of the Cranbury Township Historic Preservation Commission (HPC) was held on March 19, 2024, 7:00 pm at Town Hall, 23A North Main Street, Meeting Room.

CALL TO ORDER

Ms. Suttmeier, HPC Chair, called the meeting to order at 7:00 pm and presided over the meeting.

STATEMENT OF ADEQUATE NOTICE

Pursuant to the Sunshine Law, adequate notice in accordance with the Open Public Meetings Act (N.J.S.A. 10:4-6) was provided on January 24, 2024 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.

ROLL CALL:

Members Present: Ms. Suttmeier, Chair 2.75; Ms. Ryan, Vice-Chair 2.25; Mr. Geier, 1.75; Mr. Houle, 40.75; Ms. Marlowe 1.75; Mr. Szabo, Alt. I, 5.75; Vacancy, Alt II

*Volunteer hours include 1.75 Hour of the Meeting Tonight.

Professionals and Staff Present: Robin Tillou, HPC Administrative Officer

Professionals and Staff Absent: Lisa Knierim, Township Committee Liaison

APPLICATIONS

#HPC202-24 – 27 North Main Street, Block 23, Lot 60 – Siding

Lori Chigurupati was present and is the Owner and Applicant for the Certificate of Approval (CoA) application of 27 N. Main Street siding.

Chair Suttmeier announced that Mr. Geier and Mr. Szabo have listened to the recording from the February 19, 2024 HPC meeting and are eligible to vote on this application if needed.

Ms. Chigurupati is at the follow up meeting from February 20, 2024 as recommended by HPC.

Ms. Chigurupati stated she had the contractor pull off the current siding from her home to determine what was under the siding as recommended by HPC at the February 20, 2024 meeting. Under the current siding was 5" thin wood and the wood was deteriorated at the top and bottom. She does not want to restore that wood due to the condition. The proposal is to replace the current siding with the James Hardie Plank cedar mill smooth that is 6.25" height with exposure of 5" that matches the original.

Ms. Chigurupati distributed the samples she had for the proposed siding and trim. The catalog for the specs of the siding and trim was also distributed among the Commission members.

Vice-Chair Ryan asked what Ms. Chigurupati was going to do with the shutters that are currently on the home.

Ms. Chigurupati responded that she would like to remove the shutters. She will do the James Hardy trim at the top and seal it. There will be no crown molding. The trim will be black. She is also going to trim the three windows at the back. The siding will be the smooth option with the arctic white color.

Vice-Chair Ryan stated there is currently no trim because of the aluminum siding, so putting the trim back would be good. The trim should be detailed correctly to ensure it is not shedding water and no water is draining in.

Mr. Szabo asked if corner trim will be installed on each corner of the facade.

Ms. Chigurupati confirmed the trim will be installed in the corner.

Mr. Suttmeier made a motion to approve the application as submitted for the siding, trim, shutter removal and back gutters. Mr. Geier offered a second.

ROLL CALL:

AYES: Ms. Suttmeier, Ms. Ryan, Mr. Geier, Mr. Houle and Ms. Marlowe
NAYS: None.
ABSTAIN: None

#HPC205-24 – 12 Symmes Court, Block 23, Lot 91 – Porch, Sky Windows, Glass Door and Windows for the Enclosed Patio, Panel

Richard Schroder, Schroder Architectural Studios, LLC, the applicant's architect, was present and is representing the owner of the CoA application for 12 Symmes Court.

The owner of 12 Symmes Court, Shannon Griffith, was also present to speak on the 12 Symmes Court CoA application.

Mr. Schroder introduced the application by stating that the changes being proposed are to the right side of the existing patio and the screened porch. They would like to wall it in with glass and panels so there can be a home office there and they can utilize that space. They will be keeping the columns. There will be Aztek panels underneath. They will be using Marvin/casement windows for the three (3) operable casements. The middle windows will be operable. The rear will have a panel with a glass door. The attic will have an installation of one (1) or two (2) Velux attic windows to bring light in. The downspouts will be copper in the front.

Vice-Chair asked what type of gutters are currently on the home.

Ms. Griffith responded box gutters.

Mr. Schroder stated the shutters are being proposed to be removed to look more like the 1940 version of the home.

Mr. Geier stated it will look better without the shutters. Chair Suttmeier agreed.

Vice-Chair Ryan asked what kind of door is going on the newly enclosed porch.

Mr. Schroder stated it will be a solid wood at the bottom and four (4) panels with glazing.

Vice-Chair Ryan asked if the porch was enclosed in the historic picture.

Ms. Griffith replied that it was open and screened at one point.

Chair Suttmeier asked if the sky windows could be seen from Cranbury Neck Road.

Ms. Griffith responded no.

Mr. Houle stated that exposing the porch columns will be an improvement.

Mr. Suttmeier made a motion to approve the application as submitted. Mr. Geier offered a second.

ROLL CALL:

AYES: Ms. Suttmeier, Ms. Ryan, Mr. Geier, Mr. Houle and Ms. Marlowe

NAYS: None.

ABSTAIN: None

Minor/Ordinary Maintenance and Repair Approved Applications

HPC Number	Block	Lot	HD or BA	Address	Approved / Denied / Withdrawn	COA & Letter sent
200-24	25	49	BA	110 Plainsboro Road - Fence	Approved w/ conditions	2/8/2024
201-24	30	7	HD	60 N. Main Street - Signage Crow and Teapot Consignment Shop	Approved	01/25/24
203-24	21	18	HD	1 Cranbury Neck Road - Copper Flashing for Chimney	Approved	Deemed Ord. Main. and Repair
204-24	32	16	HD	7 Maplewood Avenue - Windows	Approved w/ conditions	3/21/24

OLD BUSINESS

Cranbury Station Hamlet Historic District – Certificate of Eligibility for National Register of Historic Places

Vice-Chair Ryan stated Catherine Dzubaty of NJHPO advised her of the steps needed to complete the Certificate of Eligibility (CoE). The first item is changing the period of significance. The period of significance is currently 1830 to approximately 1930s. Ms. Dzubaty advised that period is too broad and did not represent the historic days of the railroad station and the Hamlet. The growth of the Hamlet is approximately 1850.

Chair Suttmeier will set up a work session with Vice-Chair Ryan to discuss the period of significance and go through the steps for the CoE.

Cranbury Township Signage

Chair Suttmeier advised that DPW is hoping to start the installation of signage in no later than four (4) weeks.

Chair Suttmeier will keep track of the installation where it will be happening and what signs were installed.

Chair Suttmeier will update the members at the next meeting regarding the historic district signage for the county that the traffic committee was working on.

Commission Training

Vice-Chair Ryan advised of her meeting for the NJ History and Historic Preservation Conference with the panelists and Kinney Clark of NJHPO. The panel session will be community outreach for CLG Historic Commissions. Each town will have an introduction for a couple of minutes and Cranbury will be the farmland representative. Ms. Ryan will distribute her introduction to the Cranbury HPC to ensure she is representing the Township correctly. There will be four (4) questions the moderator will ask the panelists.

HPC Library Book Inventory

Chair Suttmeier advised that pictures were distributed showing the shelf of the HPC books that were donated and there is a plaque indicating an overview of the shelf as suggested.

Mr. Geier suggested HPC should be referenced in the plaque.

Vice-Chair Ryan advised there is an HPC stamp in all books donated by HPC.

Mr. Houle stated the shelf has more than just the HPC books that have been donated including the Cranbury Township Master Plan.

Identifying Historic Sites

Mr. Szabo distributed a list to the Commission members of the properties identified that could be designated. He did not include the Hess farm in the spreadsheet distributed, but he will. The new properties are on page 2, 3rd down on the spreadsheet. The 1713 East Jersey Cottage is included in the identified properties with the new block and lot number.

Chair Suttmeier is concerned of the property that was Gentle Healing Spa at 1274 South River Road.

Mr. Szabo stated there are maintenance codes for homes that can be enforced.

Chair Suttmeier will submit a list of homes that are not being maintained per the maintenance ordinance for historic homes as a resident.

Public Outreach

Vice-Chair Ryan asked how to reserve a table at Cranbury Day.

Ms. Marlowe replied the Cranbury Business Association sends out an email advising them of the fee and reminding them to reserve the booth. She will reserve the booth for HPC.

Mr. Houle will create a QR code for the interactive map that he has made that the public can scan at the booth.

Vice-Chair Ryan stated a scavenger hunt could be a clever idea for the public to do and the prize could be promotional material.

Mr. Geier stated the doors of Cranbury would be good, like Princeton has.

Vice-Chair Ryan stated she has the doors of Cranbury, and she can bring that to have at the table. Maps should be there as well of the historic district.

Chair Suttmeier advised for public outreach she would like the survey presentation to be published in the Mayor's Update that comes out every other Tuesday. HPC can also publish a reminder to submit Certificate of Approval applications, doing communication for when the signs start going up, communication of the library shelf, and advising where the design guidelines are. HPC can plan the topics for future endeavors to place in the Mayor's update.

Mr. Houle presented the interactive map he has been working on for the Historic District. It includes the property reports for the 266 properties, the property name if it does have one, a search engine to go right to the property if they do not know the property address such as inputting hotel, key contributing properties have a blue circle, the keyboard can be used for those with disabilities. He is working on partnering with Cranbury Historical and Preservation Society for historical notes which includes interior photos.

Mr. Szabo thinks this interactive map should be on the library's website as well.

This link will be posted on the HPC website.

Preservation New Jersey

Chair Suttmeier advised of the Preservation New Jersey event happening on Saturday, April 20, 2024 which will be hosting a historic tour of Cranbury. The Cranbury Historical and Preservation Society is involved and will run the tour. There will be an event at the end meeting at the Cranbury Inn and Mayor El-Badawi will be going. She will advise Cranbury Historical and Preservation Society of where to submit for the Mayor's Update so the Preservation New Jersey event can be featured there.

Revolutionary New Jersey

Ms. Marlowe stated the Revolution NJ Committee from Cranbury Historical & Preservation Society will be meeting again on Thursday, March 21, 2024 to discuss further plans.

TC 2023 Annual Report

Vice-Chair Ryan advised she will be presenting the HPC 2023 annual report to the Township Committee (TC) on March 25, 2024 and will review the accomplishments of 2023 and the goals of 2024 with the TC.

MINUTES

February 20, 2024

The minutes for February 20, 2024 were tabled to the March 19, 2024 HPC meeting.

DISCUSSION

Vice-Chair Ryan stated Mr. Ferrante, TC member, advised her that HPC should be getting the designation of the new properties for the Cranbury Village and removing the buffer zone by the end of this year.

Ms. Tillou advised the Township Planner now must amend the Historic Preservation portion of the Master Plan for the approval of the Planning Board.

Mr. Houle stated the Phase III report indicates that 46 of the 52 properties are beyond the local district boundaries, but he can only identify 42 properties that are not already in a local district. He will bring the data to the next meeting where the four (4) are missing.

Chair Suttmeier asked if a follow-up should be done for the 2-4 Cranbury Station Road owner where the train depot is located. The last time anything was done was the meet up with Vice Chair Ryan and former Commission member Steven Golisano.

Ms. Tillou advised the next step would be for the applicant to submit a formal application to the Planning Board and HPC will make their comments in a review letter. HPC members have the right to speak at the meeting orally to explain the review letter to the Board.

PUBLIC COMMENT

Chair Suttmeier opened the meeting to the public.

With no public comment, Chair Suttmeier closed the public forum.

ADJOURNMENT OF MEETING

There being no further business, a motion was made by Ms. Marlowe to adjourn the meeting and Ms. Ryan offered a second. By unanimous vote, the meeting was thereupon adjourned at 8:45 pm.

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 six (6) pages, constitutes a true and correct copy of the minutes of the regular meeting held on March 19, 2024.

IN WITNESS WHEREOF, I have hereunto subscribed my name on this day of April 17, 2024.

Robin Tillou
Robin Tillou
Administrative Officer
Historic Preservation Commission