

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

**TIME AND PLACE OF MEETING**

The regularly scheduled meeting of the Cranbury Township Historic Preservation Commission was held in Town Hall, Cranbury, New Jersey, on February 3, 2009 beginning at 7:30 pm.

**CALL TO ORDER**

With a quorum present Ms. Marlowe, HPC Chair, called the meeting to order and Ms. Scott performed as recording secretary.

**STATEMENT OF ADEQUATE NOTICE**

Pursuant of the Sunshine Law, adequate notice in accordance with the Open Public Meetings Act (N.J.S.A. 10:4-5) was provided of this meeting's date, time, place and 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**

Ms. Marlowe, Ms. Stasi, Ms. Stops and Mr. Williams were present. Record will reflect that Mr. Girardet informed HPC that will be away and unable to attend until April.

**MINUTES**

The minutes of the January 6, 2009 meeting were reviewed and approved with a motion by Ms. Stasi, second by Ms. Marlowe, all in favor. Record will reflect that Ms. Stops did not take action.

**APPLICATIONS**

22 South Main Street, (B23,L79) In Historic District, Classified K; Representative for CPNS (Cranbury Presbyterian Nursery School), Ms. Audrey Smith, was present for discussion of the proposed signage application. The signage will be double sided with the CPNS logo, 20" high by 30" length, and mounted between two posts. HPC recommends that the proposed white PVC posts be wood, including the finials. A verbal roll call to approve this application as presented:

AYES: Ms. Marlowe, Ms. Stasi, and Ms. Stops NAYES: Mr. Williams

97 North Main Street, B28,L3-4, In Historic District, Classified C-; Architect Bill Gittings and homeowners John and Penny Lecky were present to discuss conceptual drawings for an addition to the existing home. Homeowner stated he believed this house was built in 1896.

A review of the concept plan includes removing the back 1½ story 12' deep addition, the original house will remain. The original house is an L shape 19' wide and a 15' gable extending out front. There is an addition of a 1 ½ story gable extending out the back. Mr. Gittings explained that he tried to keep the proportion and massing within scale. Due to the length and narrowness of this lot and the site position of the proposed addition zoning approval is required. Hardi plank will be used on the addition, Anderson windows proposed, and the chimney will remain. The wish list is to remove the existing aluminum siding and install new windows on the front (existing) house.

Mr. Williams stated that the concept plan adds interest by offsetting and using the same style windows, fabric, and roof pitch works well. He feels this is a good solution for a difficult problem.

Ms. Stasi had concerns regarding the rear overall width and massing of the proposed addition which will more than double the square footage of the existing structure.

A freestanding two story garage with carriage style doors and painted board and batten siding will be placed in the rear of the property as proposed.

24 Station , (B18,L18) In Historic District, Architect Bill Gittings and homeowner Michael Franke were present for a revision to the previously approved freestanding garage. The garage has a new design but the same foot print and is being presented tonight as a concept.

The two story freestanding garage details are of the same foot print and will look like a barn with a leanto. The exterior siding materials will be board and batten design with no windows on the east elevation. The north will have a (6/6) double hung window on the top level with a double X (top/lower) shingle and two single 6 pane windows on the lower level. The west elevation top level will have three symmetrically centered 6 pane windows; the lower level will have a leanto with a double wide car entry door. This door design will have four cross panels with double row paned windows on the quarter. A single entry door will be coordinated.

HPC discussed and reviewed the revised plans and feel that the location, close to the property line, is typical for the site orientation within the Historic District. The openings, garage doors and single entry door, are not facing the roadway or public view. A memo will be generated and forwarded to the Zoning Board before their meeting tomorrow evening.

A new application will be submitted for the revised plan.

## **DISCUSSION**

Ms. Marlowe asked about any updates regarding Certified Local Government (CLG).

Administrative Officer reported that Ms. Andrea Tingey left a voice message at approximately 1:00 pm on January 21, 2009. She stated that Cranbury has received CLG status and that a formal letter from her will accompany the letter from the National Park Service, Department of the Interior, informing of the news. Ms. Stasi reported that the NJ State CLG website shows Cranbury on the (CLG) map.

Once confirmation has been received regarding CLG, Ms. Marlowe feels that attending a Township Committee meeting to extend appreciation for their support would be appropriate.

An investigation regarding the kinds of grants available should be looked into. For instance, matching funds or non-matching for different types of applications. Ms. Marlowe said that Cranbury Historical and Preservation Society (CHPS) would like to have all their photographs for everyone to view on line.

A conference will be held on June 4, 2009, at Rowan University, Glassboro, NJ. HPC members will inform the secretary should they desire to attend.

A copy of the most recent Design Guidelines along with emails stating what was updated was distributed to all members. Members will review them outside of the meeting. At first glance, there are still many photos with seasonal wreaths. HPC would like to have the wreath in photograph on the cover removed. A written statement is still needed indicating that future updates to the Design Guidelines can be made without Ms. Hunton's involvement.

Ms. Marlowe asked about recommendations for another Preservation Consultant. Ms. Stasi reported that she knows of Ms. Donna Harris of Heritage Consulting Inc. Ms. Harris works through the State visiting municipalities, upon request, setting up their master plan element for historic planning. Ms. Harris is a Preservation Consultant and does not do surveys. Ms. Stasi reached out to Ms. Margaret Westfield, a Historic Architect. Ms. Westfield is aware that Cranbury is CLG and has knowledge of who did the Middlesex County Inventory of Resources Cultural & Heritage survey. Ms. Stasi asked Ms. Westfield to send a portfolio for HPC review and also to reach out to the Administrative Officer. The AO reported no communication has been

received as of this date. Ms. Stasi contacted SHPO and Preservation NJ to ask about a list of Historic Consultant members.

Ms. Stops knows of this member list and warned of work ethics. She is aware that Salem County performed a municipal survey through grant funding. Unfortunately, the survey did not meet the final approval criteria and was not approved.

Mr. Williams will reach out to Ms. Debbie Kelly. Mr. Williams explained that she completed an oral history within Chesterfield, NJ.

Website links are reference in the Design Guidelines that should be on the Cranbury website. Other possible web links include:

[://www.nps.gov/history/hps/tps/briefs/presbhom.htm](http://www.nps.gov/history/hps/tps/briefs/presbhom.htm)

[://www.state.nj.us/dep/hpo/3preserve/clg\\_links.htm](http://www.state.nj.us/dep/hpo/3preserve/clg_links.htm)

[://www.state.nj.us/dep/hpo/5links/links.htm](http://www.state.nj.us/dep/hpo/5links/links.htm)

[://www.nj.gov/dep/infofinder/topics/historic.htm](http://www.nj.gov/dep/infofinder/topics/historic.htm)

Ms. Marlowe spoke briefly of three specific historic properties outside the Historic District. The intention was that when these historic properties sold years ago that there would be some kind of easement written into the deed for historic preservation. The deeds were requested for each specific property.

Block 5, Lot 2.05; The Hess Farm located on Prospect Plains Road and currently occupied by DARE. After review of the deed copy on file (dated 10/08/02), there is no mention or language within the deed of an easement or historic preservation. The deed copy will be in HPC file for future review.

Block 23, Lot 12.01; 147 Plainsboro Road; after review of deed copy on file (dated 8/30/07), there is specific language assigning perpetuity of a historic preservation easement of the 1860 farmhouse. The deed copy will be in HPC file for future review.

Block 7, Lot 20.02(new); Holland House located on Station Road and Liberty Way. This property is currently in a real estate transaction. The deed copy on file (dated 7/03/04) Schedule B stipulates the restrictions of the property, but does not state an overseer. The renovations must be done according to the Secretary of Interior Standards. Ms. Marlowe communicated with Township Attorney but is waiting for a reply.

Ms. Scott mapped properties that lie within and outside the Buffer Zone. Currently, HPC views that if a portion of your property lies within the Buffer Zone, then it comes for review. Ms. Marlowe explained the Township Attorney addressed this issue but discovered that an easy solution would not be so easy. A possible solution will see that a resolution to adjust the ordinance stating that if a portion of the property including the structure is in the Buffer Zone, then HPC review will be needed. Names of such property owners will be generated.

#### **ADJOURNMENT OF MEETING**

There being no further business, a motion duly made by Bobbie Marlowe, seconded by Harry Williams 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 February 3, 2009 consisting of 3 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 3rd day of March 2009.

---

Linda M. Scott, Recording Secretary