

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

TIME AND PLACE OF MEETING

A regular meeting of the Cranbury Township Historic Preservation Commission was held in Town Hall, Cranbury, New Jersey, on April 7, 2009 beginning at 7:30 pm.

CALL TO ORDER

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

Mr. Girardet, Ms. Marlowe, Mr. Williams and Mr. Ziegler were present. Ms. Stasi informed Ms. Scott that she will be unable to attend.

MINUTES

The minutes of the March 3, 2009 meeting were reviewed and approved with a motion by Mr. Williams, second by Ms. Marlowe, all in favor. Mr. Girardet and Mr. Ziegler did not take action or participate.

NEW MEMBER

Ms. Marlowe extended a welcome to Mr. John Ziegler. Mr. Ziegler served HPAC during the beginning stages in 1988. He expressed his pleasure to once again serve HPC and Cranbury.

APPLICATIONS

24 Station Road, (B18,L18) In Historic District; Architect Mr. B. Gittings and Homeowner Mr. Michael Franke were present to discuss the submitted application for a freestanding garage. A concept of the garage was discussed at a previous meeting and then went to the Zoning Board for a variance approval. Three sets of construction drawings were presented and signed at the meeting.

The garage will be located in the rear yard, garage doors will face the side yard (east) with a leanto roof, shingled roof material, Anderson windows with grilles on the exterior, double vehicle door and single man entrance will be Cloplay steel door with composite overlay. The exterior siding will be board and batten.

A verbal roll call to approve this application with the door style as presented:

AYES: Mr. Girardet, Ms. Marlowe, Mr. Williams and Mr. Ziegler.

DISCUSSION

Mr. Franke explained that he will be making application for a 3' picket fence, stained white, with gates. It will enclose the rear yard. Also included with the application is a small deck with pergola. Final design with details will be forthcoming.

Buffer Zone: Ms. Marlowe gave an update regarding properties within the 200' Buffer Zone. Ms. Marlowe met with the Township Attorney and Planner. After review of §93 and the map, it was determined that HPC should continue evaluating the applications as in the past. Everyone agreed that as each property owner submits an application, it should be addressed on an individual basis.

March 30, 2009 Township Meeting: Ms. Marlowe stated that Township Committee gave positive feedback for the 2008 Year End report during her attendance at the meeting of March 30, 2009. The report is in an easy to read format. Township Committee was pleased to hear that HPC is applying for CLG (Certified Local Government) funding that will subsidize a project for an updated survey. The first and only time a survey was performed was in 1989.

Request For Proposal: A review of the updated RFP draft was performed. There were notes from Ms. Stasi for SHPO and Attorney to review. There are facts that are unknown but perhaps SHPO or the attorney can complete this information. Mr. Ziegler has experience with RFPs but suggested that the one lesson he has learned is that the RFP be very clear. He queried the amount of time that the vendor is allowed to complete the bid and felt that 4 weeks would be generous. Mr. Williams noted that 10 days is the amount of time that Cranbury would need to notify the winning bidder.

Design Guidelines: Ms. Marlowe updated everyone that Ms. Hunton had replied via email regarding the certified letter, last week. Ms. Hunton stated that there was a misunderstanding so let's talk.

June 4, 2009, Regeneration for a New Generation: There will be a conference held at Rowen College. Different sessions and workshops will be held that day so each HPC member should decide which one they would like to attend. Secretary will email everyone the link for their review. After this information is received, the secretary shall make the reservations.

ADJOURNMENT OF MEETING

There being no further business, a motion duly made by Ms. Marlowe, seconded by Mr. Ziegler 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 April 7, 2009 consisting of 2 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 5th day of May 2009.

Linda M. Scott, Recording Secretary