

**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 21, 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, HPC 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 secretary that she would be unable to attend.

MINUTES

Meeting minutes of March 10 and April 7, 2009 were not reviewed or approved. They will be placed on the next meeting agenda for action.

APPLICATIONS

24 Station Road, (B18,L18) In Historic District, Architect Bill Gittings and homeowner Michael Franke were present for discussion of a proposed wood trellis, a composite porch deck, a paved patio and a 36" high with 8' long sections picket fence stained white that will enclose the back yard. The picket top will be dog ear shaped. All of the proposed will be located in the rear yard. HPC reviewed the plans and found no issues with any of the items.

A verbal roll call to approve this application with Gittings Associates detail plan A-1.0, dated 4-21-09:

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

Three sets of construction plans were HPC stamped, signed, and then dated.

DISCUSSION

Design Guidelines: Ms. Marlowe reported that she emailed Ms. Hunton regarding the DG (Design Guidelines) stating that no more money will be spent on this project. Ms. Marlowe feels that the DGs should contain quality photos. A few photographs were Photo-Shopped which removed details. There are also a few instances where the same house was used within the DG more than once. A question was raised as to how much was still owed; Ms. Hunton was paid in full.

Emergency Meeting Update: Ms. Marlowe reported that there were three representatives for the one application during the April 16 Meeting. Ms. Marlowe prefaced that the homeowner called her at home during the evening of April 14th to say that the structure at 15 Prospect Street

was leaking rain water. On April 15, the Construction Official (CO), HPC Administrative Officer, and herself visited the site to survey the leaking roof situation. It was determined by the CO that the roof does need attention and that HPC would accept in lieu of an independent engineer's report, as requested, a letter/statement from the CO stating the condition of the roof.

Application was presented on April 16th to remove the existing slate roof, make repairs/replace deteriorated wood and re-roof with asphalt shingles. A sample board was supplied. After review of past HPC minutes, an estimate for replacing the roof with like materials was never submitted. HPC asked if the homeowners could obtain estimates for re-roofing with asphalt shingles and synthetic slate roofing materials. HPC also requested that a tarp be placed on the roof to prevent further water leakage. Ms. Marlowe stressed that HPC is being consistent with the requests for slate roof repairs or replacement.

A copy of §93, *National Park Service Publication #29 The Repair, Replacement and Maintenance of Historic Slate Roofs* and a copy of HPC letter dated November 21, 2008 was handed to applicants during the April 16th meeting.

Mr. Williams questioned the applicable section of Chapter 93. Chapter 93-5 E pertains to emergency procedures which states that emergency repairs can be performed simultaneously while making application to HPC.

There is no existing Township code that addresses maintenance or upkeep of existing properties within Cranbury. Ms. Marlowe wants to avoid a situation where HPC might be held responsible should the existing dwelling conditions not be secured or hold up under the current rainy seasonal weather.

Financial Disclosure Forms: A deadline reminder notice was verbally given for those who need to submit the form.

Request for Proposal (RFP): Updates from the previous HPC meeting were incorporated and then sent on April 14th to Ms. Andrea Tingey at the SHPO (State Historic Preservation Office) for their input.

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 April 21, 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 19th day of May 2009.

Linda M. Scott, Recording Secretary