

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

TIME AND PLACE OF MEETING

The regular meeting of the Cranbury Township Historic Preservation Commission scheduled in Town Hall, Cranbury, New Jersey, on September 20, 2011, beginning at 7:30 pm was held.

CALL TO ORDER

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

STATEMENT OF ADEQUATE NOTICE

Pursuant to the Sunshine Law, adequate notice in accordance with the Open Public Meetings Act (N.J.S.A. 10:4-5) was provided on December 2, 2010 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.

MINUTES

Minutes were of September 6, 2011 were reviewed and approved with a motion by Mr. Girardet, second by Ms. Marlowe, all in favor. All in favor, record will reflect Mr. Williams recused himself from participation.

APPLICATIONS

38 North Main Street, (B32,L5.01) In Historic District; Owner Mr. Ron Witt was present for discussion of installation for astro-turf. Mr. Witt installed sod in the front yard, facing North Main Street. He proposes to install astro-turf (sample supplied) behind the fences. A picket fence will be installed on the south elevation and a privacy fence installed on the north and west elevations. Mr. Witt feels that since the fence is 50% open, it will help diffuse public view of the astro-turf.

Ms. Marlowe stated that Mr. Graydon, Zoning Officer, felt that this astro-turf application falls under HPC review as a building material. HPC reviewed the product and application. They feel that since this product would not be publicly seen since it will be located behind a 4' 50% open picket fence and a privacy fence.

Roll call to approve this application as submitted: AYES; Mr. Girardet, Ms. Marlowe, Mr. Williams, and Mr. Ziegler.

50 Maplewood Avenue, (B33,L9) In Historic District, Classified C/C-; Owner Mr. Robert Christopher was present to discuss a conceptual addition extending 10' out to the back of the existing house and across the entire width. He explained that the house was renovated in 2005 with approval from HPC. He proposes to re-use the existing windows, while matching the existing trim, siding, and roofing shingles.

HPC has no issues with this concept plan. Application will be submitted to HPC office when ready.

31 North Main Street, (B23,L58) In Historic District, Classified C/C-; Owner Mr. Brent Barlow was present to discuss conceptual ideas for restoration of the exterior on the existing house. He brought a c.1900-1915 framed photo to show the house as it once looked. He proposes to remove the asphalt shingled roof and replace with cedar shakes as indicated in the photo, add the wood brackets and frieze board, add louvered shutters on the second level front and side (north elevation), add panel shutters on lower level using shutter dogs, the aluminum siding will be removed, exposing the clapboard, depending

on the condition. This will be addressed when exposed. The porch roof and box window roof will be of copper. Yankee gutters will be installed over these two areas. The gutters on the second level will be ½ round and the downspouts will be copper. It appears that yankee gutters were removed when the aluminum siding was installed, so for ease of gutter installation, ½ round copper gutters are proposed.

Mr. Barlow brought attention to an original street lamp in the photo. He stated that one lamp still exists in Cranbury. It can be found in front of A.S. Cole.

HPC is pleased to hear of the restoration plan and the materials that will be used. An application was given to Mr. Barlow so he can proceed with his restoration plan.

OTHER APPLICATIONS

55 North Main Street, (B23,L50.01) In Historic District, Classified C; an emergency application was received on September 12, 2011, for a leaky roof. The application was reviewed and since the materials for the project will be the same, the application was deemed as ordinary maintenance.

30 North Main Street, (B32,L8) In Historic District, Classified C+; an emergency application was received on September 12, 2011, for a leaky roof. The application was reviewed and since the materials for the project will be the same, the application was deemed as ordinary maintenance.

DISCUSSION

29 North Main Street; Mr. Barlow expressed concern over the look and safety of this building. The present orange safety fence has been in place since the hurricane. He states that he has written letters and tried to contact the owners to ascertain their future plans. He was informed that the Ballet has limited funds. He went on to say that years ago the temporary occupancy permit should not have been issued. He said that there has been no follow up on the temporary permit and the owners have not followed through on the plans that were proposed and reviewed by then HPAC approximately 12 years ago. It is hard to figure out who the responsible person is/was for tracking this project and issuing the proper approvals.

Ms. Marlowe was on HPAC back then. According to her memory, HPAC's responsibility was to address the front left section (south side) of the building so the owners could open for business. She explained that HPC is not responsible for the occupancy permit. Mr. Barlow recalls that the glass door was an overhead door when he was growing up in town.

Mr. Ziegler stated that HPC responds to applications that come before the Commission. The most recent dialogue for this structure had the project architect and director present regarding the North Main Street façade. It was conceptually agreed that the wood façade would be removed to see what lies beneath for future improvements. Everyone agreed to return to HPC once a future plan has been prepared.

Ms. Marlowe stated that HPC does not have the authority to force the owners to give attention to this issue. There is no maintenance ordinance in Cranbury that addresses the upkeep of a building's exterior.

One last thought on this structure is that it may be eligible for historic grant or tax incentives because it is an income producing business.

Employee Personnel Policy Manual was distributed to all HPC attendees. Acknowledgement receipts were signed and returned.

2012 HPC Budget was briefly reviewed and discussed. Ms. Marlowe informed HPC that Township Committee suggests that the Commission be more active in seeking grant money. She feels that grant money could be available for the dam project.

Mr. Johnson, HPC Liaison, entered the meeting (8:45pm). Ms. Marlowe briefed him saying they were discussing the 2012 budget. She stated that here is the connection of being Certified Local Government (CLG) and the increased chance of securing grant money from the State. In addition, training is a requirement to keep CLG status current.

Mr. Girardet stated that if grant money is pursued, currently there is no money in the profession line to allow for this. A professional grant writer would be beneficial, the return could be substantial. It

was stated that the project architect for the 1999-2000 Town Hall renovation submitted and received grant funding.

Ms. Marlowe recalls back (2008) when HPAC was investigating that Cranbury apply for CLG status; Mr. Chidley of State Historic Preservation Office (SHPO) spoke at an HPAC meeting. Mr. Chidley said that funding could be available for a historic dam project should it ever be needed. HPC is uncertain if SHPO is involved with the current dam project. Perhaps they are aware of where grant funding could be obtained.

It was determined that HPC member will investigate the fees for a grant writer. For the record, HPC wanted to apply for an Intensive Level Survey Grant in 2009 but the process fell apart when it came to the wording on the GIS Mapping and General Requirements language in the grant itself. In addition, the lack of grant writing experience kept it from coming to fruition. Having a grant writer may be more successful in securing grant funding. Mr. Williams suggested the NJ Historical Society for resources for grant writers. This information will be discussed at the next meeting.

Mr. Johnson informed HPC that the 2012 budget hearings will begin in late January. He anticipates it to be a tough year but will keep HPCs concerns in mind.

The Operating Budget memo requests that the budget worksheet be submitted by October 3rd. Secretary will request an extension to allow HPC to address the budget at their October 4th meeting.

Newsletter: it was stated that HPC does not have enough "news" for a newsletter.

ADJOURNMENT OF MEETING

There being no further business, a motion duly made by Mr. Ziegler, seconded by Mr. Girardet 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 September 20, 2011 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 4th day of October 2010.

Linda M. Scott, Recording Secretary