

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

**TIME AND PLACE OF MEETING**

A regularly scheduled meeting of the Cranbury Township Historic Preservation Commission was held in Town Hall, Cranbury, New Jersey, on December 16, 2014 beginning at 7:30 pm.

**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 4, 2013 of this meeting's date, time, place and an 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.

**CALL TO ORDER**

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

**MEMBERS IN ATTENDANCE**

Ms. Marlowe, Mr. Szabo, Mr. Walsh and Mr. Ziegler. Motion was made by Mr. Szabo and second by Ms. Marlowe to excuse Mr. Banks, all in favor.

**MINUTES**

The minutes of the December 2, 2014 meeting was reviewed and approved with a motion by Mr. Szabo, second by Mr. Ziegler, all in favor. Record will reflect that Mr. Walsh was recused.

**DISCUSSION**

CLG Grant: HPC Township Liaison, Mr. Dave Cook; Mr. Richard Grubb and Mr. Damon Tvaryanas of Richard Grubb and Associates were present for further discussion of applying for a no match grant to update the historic survey dated 1988 of the homes within the Historic District (HD).

Mr. Tvaryanas refreshed every one of the last meeting. He stated there was an understanding that the best approach was to develop a technological survey, GIS based, framework that would enable Cranbury Township to use it and potentially the public. The amount of grant money available would not be enough to re-survey the entire HD, although it could be done in phases. Cranbury could then reapply for grants in future years to address different sections. Since the last meeting, it was discovered that Cranbury does not have GIS capabilities which makes this a more complex situation. Chances are the State would not award money for a GIS license and a computer. Mr. Tvaryanas said that other NJ Townships are using GIS data to integrate all types of information. The NJ State has a database that they have tailored for these types of projects. Should Cranbury go this route, only the State would have access to the information on the database and this info would be used internally. Cranbury would be able to search a small amount on their database but access to the GIS is not granted. Cranbury would have a paper copy of survey forms along with a digital version.

Mr. Cook asked about the cost associated owning a GIS system. Mr. Tvaryanas was not 100% familiar with the associated costs but stated that a decent computer with the GIS system and a knowledgeable personnel to operate the system and upkeep the information is needed. Ms. Marlowe questioned the use of a GIS system and the feasibility and benefit for use by other departments within Town Hall. Mr. Tvaryanas answered that generally every municipality is moving in this direction. Purchasing a GIS system would be a step forward. The advantages to owning a GIS system, other departments can use it which is why the State will not fund the purchase. There are townships that have GIS capabilities and use it with tax parcel information and environmental information. Mr. Cook sees that there are multiple levels of value. GIS database is a means of accessing data and information electronically in a mapped based format rather than paper forms. Mr. Ziegler stated an advantage is that updates can keep the information current in the system can be performed more readily which, to some degree, cannot be done with paper copies. When applications are received, they can be cataloged

electronically. Mr. Tvaryanas agreed that theoretically that is correct. If a GIS protocol is in place then a paper record is no longer required as the data lives in the database. This would be cost effective with long term benefits.

Mr. Tvaryanas stated that if Cranbury was willing to make the investment, it would be a simple process to use the established State's database, complete a certain number of forms and then link the forms to a GIS system for internal use. Mr. Tvaryanas stated that since this is not his field of computer expertise, he believes it does not take a lot to take the SHPO database and have a fully functioning GIS, if you have the software. Mr. Tvaryanas went on to say that a web base is a possibility at a lower budget and with less overall utility. The basic data can be controlled and could be made available to the general public. The cost of this survey project falls within the amount available and not the cost of maintaining the GIS database.

Mr. Cook asked what the schedule is for this project, he would like to investigate the GIS situation. Ms. Marlowe stated that the grant deadline is January 16, 2015. Mr. Tvaryanas stated that the grant funds have approximately a year to be spent. He would have to investigate what is involved do the linking. Mr. Tvaryanas felt it would take a relatively small amount of money if the township was willing to invest but would investigate to be certain. Mr. Cook inquired about the time frame for completing the GIS survey. Mr. Grubb stated that grant money will be awarded by April 30, 2015 and final product is due August 31, 2016.

Mr. Szabo asked if the GIS license is one-time fee or does it need to be renewed? Mr. Tvaryanas believes (not his area of expertise) that it is a one-time fee but like any program, it will become obsolete and would need to be upgraded. Ms. Marlowe questioned the use of this program, would it have value in other departments? Mr. Cook asked if the GIS survey would be the best way to proceed. Mr. Tvaryanas felt that this was safest way to proceed with the grant. Ms. Marlowe asked if not having GIS, would this impact Cranbury? Mr. Cook agreed that going the GIS route would be best and Cranbury would benefit such. The timing of the grant is helpful for the latter part of the year to make the GIS investment. Mr. Tvaryanas stated that moving forward in this direction and select approximately 50-60 houses to start and state it is Cranbury's the intent to purchase GIS and eventually be linked to the State's database.

Ms. Marlowe stated that the inventory booklet that HPC currently uses is 25 years old and contains minimal description per property. It has served its purpose through the years but an updated survey of the Historic District and using GIS would be beneficial.

Mr. Cook volunteered, being HPC Liaison, to be the grant project coordinator. The detail of selecting 'Key' properties for the grant needs to be performed.

HPC thanked Mr. Cook, Mr. Grubb and Mr. Tvaryanas for attending this meeting.

## **APPLICATIONS**

47 South Main Street (B18,L5) In Historic District; An application was received to demolish/remove one of the two existing barns located in the rear yard. Application was received with photos of the existing condition, site plan of barn and memo outlining the owners need. On July 11, 2014, the owners met on site with Construction Official, Mr. Greg Farrington. A tour of the barn shows that there would be many repairs and issues to address. Mr. Farrington, in his opinion, agreed that the barn was too far in disrepair to salvage. It is not prudent or practical to save. The owners received a quote to refurbish/repair the barn at over \$100K. In November 2014, the homeowner's insurance company informed them the barn will need to be repaired or dismantled by the end of December or risk insurance cancellation.

Ms. Ruth Jost, 45 South Main Street, was present. She expressed her concern that removal of the barn, covered with lead paint, would cause disruption. Mr. Primiano, Architect, stated that access for removal of the barn would be limited to the homeowner's property. There is no need to use neighboring properties. In addition, every precaution would be taken so the lead paint on the barn adheres to current state standards when demolition occurs. Ms. Marlowe assured Ms. Jost that Mr. Farrington is available should she have further concerns regarding the lead paint and removal process.

Ms. Jost questioned fencing and the zoning. Ms. Marlowe stated that HPC approves the design of the fence and zoning ordinance stipulates the setback and height. Mr. Graydon would be the best person to discuss this with. She has concerns that her dogs remain safe and not trespass onto the neighboring property.

Mr. Primiano, Architect, stated that there are minimal original timbers that the owners would like salvaged, including any hardware.

Hearing no other questions or comment on this application, roll call to approve this application as presented: AYES; Ms. Marlowe, Mr. Szabo, Mr. Walsh, and Mr. Ziegler.

47 South Main Street (B18,L5) In Historic District; Project Architect Mr. Joe Primiano was present for the proposed addition to the back of the existing structure. The new two story addition will measure approximately 24' x 40' which will include a proposed porch below the second level addition. The existing portico will be kept and efforts to match details will be made to the proposed porch. The intent is to be consistent with the new details on the addition. The front of the structure will not have any work performed on it. All work will be mainly to the rear and side of the house.

Hearing no other questions or comments, roll call to approve this application as submitted was taken: AYES; Ms. Marlowe, Mr. Szabo, Mr. Walsh, and Mr. Ziegler. Three sets of sealed plans were stamped, dated, and approved. One set shall remain in the HPC file, two copies shall be forwarded to the construction dept.

**ADJOURNMENT OF MEETING**

There being no further business, a motion duly made by Mr. Ziegler, second by Mr. Szabo 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 December 16, 2014 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 07 day of April 2015.

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Linda M. Scott, Recording Secretary