

**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 October 6, 2015 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 2, 2014 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, HPC Chair, Ms. Marlowe called the meeting to order. Ms. Scott performed as recording secretary.

**MEMBERS IN ATTENDANCE**

Mr. Banks, Ms. Marlowe, and Mr. Szabo. Mr. Walsh and Mr. Ziegler emailed secretary to request an excused absence. Ms. Marlowe made a motion to excuse them, seconded by Mr. Szabo, all in favor.

**MINUTES**

The minutes of the September 15, 2015 meeting were reviewed and approved with a motion by Mr. Szabo, seconded by Ms. Marlowe, all in favor.

**APPLICATIONS**

None.

**OTHER APPLICATIONS**

91 North Main Street, (B28, L 7) in Historic District, Classified C; application received on September 16 to replace an existing split rail fence on the west elevation of garden in rear yard. This part of the application was deemed as ordinary maintenance. The same style fence will be installed along the southern line approximately 165' where one did not exist before. Ms. Marlowe, HPC Chair, stated the fence style was appropriate and approved the application a minor application.

10 Station Road, (B18,L12) in Historic District, Classified C-; application received on September 25 to repair a sinking porch support on front of house west elevation. Application deemed as ordinary maintenance.

**NEW BUSINESS**

Township E-mail Accounts: All emails relating to Township business for boards, commissions, or committees must be using the township assigned accounts. There was some difficulty setting up the accounts due to incorrect information initially sent, but was rectified once it was brought to attention. A suggestion to place a contact list with all Township volunteers on the site was made.

2016 Membership: Ms. Marlowe will reach out to both Alternate volunteers about their 2015 year end term date. Mr. Stephen Banks graciously agreed to volunteer and serve another term with the HPC. Ms. Marlowe, HPC Chair, will send an email to Township clerk confirming the volunteers' decisions.

Mr. Banks is researching and still working a check list criteria at the Superior Court level that will aid HPC to document and take the appropriate steps should a decision ever be challenged on applications. He will keep HPC abreast.

**DISCUSSION**

Mr. Banks looked at the CLG Grant, which is involved and will take more time than the previous grant application. The stipulated timeline to finalize is workable. However, the reality is that vendors would like to be compensated for their time compiling information and completing their portion of the grant application. Mr. Banks requested that the 2015 CLG denial letter from the State be email to him for review.

**ADJOURNMENT OF MEETING**

There being no further business, a motion duly made by Mr. Szabo, second by Mr. Banks 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 October 6, 2015 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 17<sup>th</sup> day of November 2015.

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Linda M. Scott, Recording Secretary