

**MINUTES
OF THE
CRANBURY TOWNSHIP
HISTORIC PRESERVATION COMMISSION
CRANBURY, NEW JERSEY
SEPTEMBER 5, 2023**

TIME AND PLACE OF MEETING

The Meeting of the Cranbury Township Historic Preservation Commission (HPC) was held on September 5, 2023, 7:00 pm at Town Hall, 23A North Main Street, Meeting Room.

CALL TO ORDER

Chairperson Ryan called the meeting to order at 7:00 pm and presided over the meeting.

STATEMENT OF ADEQUATE NOTICE

Pursuant to the Sunshine Law, adequate notice in accordance with the Open Public Meetings Act (N.J.S.A. 10:4-6) was provided on January 20, 2023 of this meeting's date, time, and place, and the 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.

ROLL CALL:

Members Present: Ms. Ryan, Chair; Mr. Geier; Mr. Golisano; Ms. Marlowe; and Ms. Sawant, Alt II

Members Absent: Ms. Suttmeier, Vice-Chair; Mr. Szabo, Alt I

Professionals and Staff Present: Robin Tillou, HPC Administrative Officer
Lisa Knierim, Township Committee Liaison

OLD BUSINESS

23 N. Main Street – Cranbury Township Board of Education Referendum Update

Ms. Jennifer Diszler, Superintendent Principal of Cranbury School, was present to speak of changes made from the concept hearing that was done at the April 5, 2022 HPC meeting by the School District.

Ms. Diszler advised that adjustments were made to the project due to the bids from the contractors all being over. To save millions of dollars they had lessened the square footage. The School District did take into consideration the recommendations of the HPC members from the concept review.

Ms. Diszler pulled up her presentation via electronic means in the meeting room. She added (referring to the presentation) that the new plan is sticking to the original footprint with the existing entry way now being a solid wall and an office. The new main entrance will be where the library was in the middle of the building. Visitors can visit through the double door. The masonry being used will be the brick to match the front which will get a face lift. The theater will have capacity for 500 seats. The changes made to the theater are the stage is lower, and the sides are then leveled. The ceiling is lower than what was originally proposed. The feedback from the April 2022 meeting from the HPC was the height of the fly loft may block the historic clock. They have now lowered that, so it is below the height of the existing copula which is at 51'. The door for the loading dock will be moving.

Mr. Golisano stated the canopy entrance above the new entrance will make the positioning of the letters seem forced in there due to the shape. It does give a "strip mall" style to it. The clean single line canopies may be more suitable.

Mr. Geier stated this pediment drawing extends all the way over, it is better when it extends down.

Chair Ryan asked what the timeline is for the project.

Ms. Diszler stated they are out to bid now, and September 15 is the bid opening. The award of the contract will hopefully be at the September 20, 2023 Board meeting. The 1st week of November would hopefully be the start. In September 2024 we will be in the new space.

Ms. Diszler will give feedback from HPC to the School District.

HPC178-23 – 139 N. Main Street, Block 25, Lot 20 – Updates to Addition

Mr. Bill Gittings, Applicant's Architect, was present to review the revisions made from the approved application that was presented on May 16, 2023.

Mr. Gittings explained that the owner asked them to cut back on the approved plan. There are no changes to the front of the building. There are changes on the side where there was a proposed bump out on the existing plate glass window and were extending that wall out to extend the kitchen. The addition for the kitchen and the bump out has been removed. The new plans show they are replacing the window in the existing opening. The existing house stays the way it is. The existing rear entry will stay the way it is. There will be a door from the kitchen out to the existing deck and new windows in the new sink area. The rear of the property will be replacing in kind the French doors at the office. There will be bay windows at the back of the kitchen for the breakfast nook and a slightly recessed entry. All materials will stay the same, Marvin windows simulated divided light, cedar siding, poly ash trim and bluestone from driveway to home in rear.

2023 CLG Grant – 96 Halsey Reed Road

Chair Ryan advised the feedback given from the NJ Historic Preservation Office (HPO) is they do not feel 96 Halsey Reed Road should be included in the contributing status. They feel it should be non-contributing.

The HPC Members agreed with the HPC that the status can be non-contributing.

Cranbury Township Signage and Bike Plan

Chair Ryan tabled the signage and bike plan to the next meeting so Vice-Chair Suttmeier can present.

Cranbury Station Hamlet Historic District

Mr. Golisano would like to request with the Owner of 2-4 Hightstown Cranbury Station Road a walk-through of the existing buildings that will be demolished to document them. Monroe has touched base with him and is interested in possibly retaining one of the carriage sheds on the property.

Middlesex County Grant for National Register Nomination

Ms. Tillou advised Ms. Lori Thompson, who did the CLG Grant for HPC, will be able to do the grant writing for the Middlesex County grant for the Nation Register nomination.

Chair Ryan stated a template is needed for the scope of work for this grant so an RFQ can be advertised and then a price can be put in the 2024 budget for the grant.

Commission Training

The Commission members agreed to have the Historic Property Reinvestment Program- Cranbury CLG training offered by the state on September 26, 2023 at 7 pm via virtual.

HPC Library Book Inventory

Chair Ryan has reached out to the director of Cranbury Library to clarify to them HPC is not Cranbury Historical and Preservation Society and is waiting to hear back.

Ms. Marlowe indicated the Historical and Preservation Society did donate books and documents to the new library.

Identifying Historic Farmhouses

Mr. Golisano stated he would like to incorporate the list with tax maps and highlighting those properties.

Chair Ryan explained HPC is inventorying historic farmhouses located outside the Cranbury Historic Districts. The question she had was whether the whole property should be indicated or just the outbuildings.

Ms. Marlowe replied it depends on the property and we can determine that by each property.

Mr. Golisano suggested advising the property owners to come to any one of HPC's meetings.

Ms. Knierim suggested having a meet and greet at the Cranbury Library, so it is less informal.

HPC Public Outreach

Ms. Knierim recommended HPC get testimonials from the residents that HPC members have helped through the application process. HPC members give great advice from a historical and architectural perspective that applicants appreciate.

Ms. Marlowe replied, stating we should ask how their experience was possibly on the application to get that feedback.

New Homeowner Letters

New homeowner letters advise new homeowners that their property is in a historic district and/or buffer area and that any exterior work to the home requires a Certificate of Approval application from HPC.

New homeowner letters were sent to 44 Maplewood Avenue, 6 Bennett Place, 29 S. Main Street and 33 South Main Street.

Minor Site Plan/Ordinary Maintenance and Repair Applications

HPC Number	Block	Lot	HD or BA	Address	Approved / Denied / Withdrawn	COA & Letter sent
186-23	23	79	HD	22 South Main Street - 1st Presbyterian Church Signage - 2 Signs on Front Façade	Approved	7/19/2023
187-23	30	1	HD	74 N. Main Street - Roof	Approved	7/19/2023
188-23	32	24	HD	4 Park Place East - Cranbury Museum Walkway	Approved	7/19/2023
189-23	30	1	HD	74 N. Main Street - Provident Bank Signage	Approved	8/10/2023

MINUTES

August 1, 2023

Mr. Geier made the motion to approve the minutes. Ms. Marlowe offered a second.

ROLL CALL:

AYES: Ms. Ryan, Mr. Geier, and Ms. Marlowe

NAYS: None

ABSTAIN: None

PUBLIC COMMENT

Brendan Houle, 111 N. Main Street, stated he would like to assist HPC in phase one and two of the surveys. He would like to make an index of all the properties and have a link to go directly to the survey via pdf and/or link it from a map. Mr. Houle would like to do so as a volunteer.

HPC is in favor of this.

DISCUSSION

Chair Ryan introduced and welcomed Sarah Sawant, the newly appointed HPC member.

ADJOURNMENT OF MEETING

There being no further business, a motion was made by Mr. Geier to adjourn the meeting and Ms. Suttmeier offered a second. By unanimous vote, the meeting was thereupon adjourned at 8:15 pm.

CERTIFICATE OF SECRETARY

I, the undersigned, do hereby certify that I am the duly appointed secretary of the Cranbury Township Historic Preservation Commission, and that this document, consisting of four (4) pages, constitutes a true and correct copy of the minutes of the regular meeting held on September 5, 2023.

IN WITNESS WHEREOF, I have hereunto subscribed my name on this day of September 20, 2023.

Robin Tillou
 Robin Tillou
 Recording Secretary
 Historic Preservation Commission