

**CITY OF SUMMIT HISTORIC PRESERVATION COMMISSION MEETING AGENDA**  
**MEETING DATE: MARCH 20, 2019      TIME: 7:30 PM**  
**SUMMIT CITY HALL LARGE CONFERENCE ROOM (SECOND FLOOR)**

**CALL TO ORDER**  
**ADEQUATE ADVANCE NOTICE STATEMENT**

**ROLL CALL:** DOLORES WARD, CLAIRE TOTH, PATRICIA MEOLA, JAMES BURGMEYER, MEREDITH GAYLORD, CAROLINE KING, MELISSA SPURR, STEVE BOWMAN (COUNCIL LIAISON), JENNIFER BALSON- ALVAREZ (PLANNING BOARD LIAISON), TOM CONWAY

**APPROVAL OF MINUTES**  
MINUTES FROM 2/27/2019

**ADVISORY REVIEWS - ITEMS FOR DISCUSSION**

1. Update of previously reviewed "No Objections" applications for 3 Midland Blvd (yes again).  
Collective reviews:
2. 66 Tulip Street. D variance for FAR for building coverage etc. to construct a second story addition & front-entry canopy.
3. 22 Hughes Place. D variance for FAR for to construct a rear addition.
4. 11 Lewis Avenue. Modifications to previously approved plans.

**NEW BUISNESS**

5. HPC Membership Update. Steve Bowman
6. Plaque Application update. Dolores Ward.
7. HPC Ordinance update & letters of support template. Melissa Spurr & Jennifer Alvarez
8. Broad Street West Redevelopment Review. Tom Conway to update on submittal to Topology on 3/1/19. (Attached are our comments & Downtown Photos with comments).
9. Local Government Week Open House. April 11, 3-5. HPC will be hosting a table (invitation attached).
10. Historic Districts Descriptions (see attached draft by Melissa Spurr).
11. Awards process/criteria. Melissa Spurr
12. Streetscape policy. Melissa Spurr
13. Downtown design guidelines. Melissa Spurr

**NEXT MEETING DATE: WEDNESDAY APRIL 24, 2019**  
**MOTION TO ADJOURN**