

CITY OF SUMMIT HISTORIC PRESERVATION COMMISSION MEETING MINUTES

MEETING DATE: MARCH 26, 2018

TIME: 7:30 PM

**LOCATION: CITY HALL LARGE CONFERENCE ROOM
(SECOND FLOOR)**

CALLED TO ORDER AT 7:27 PM

**PRESENT: JAMES BURGMEYER, TOM CONWAY, MEREDITH GAYLORD, MELISSA SPURR,
CLAIRE TOTH, DOLORES WARD, MARY OGDEN (COUNCIL LIAISON),**

**ABSENT: CAROLINE KING, PATRICIA MEOLA, ERIC WARREN, JENNIFER BALSON- ALVAREZ
(PLANNING BOARD LIAISON)**

**APPROVAL OF MINUTES FROM FEBRUARY 21, 2018 (PREVIOUSLY CIRCULATED BY C. TOTH).
APPROVED.**

ADVISORY REVIEWS-ITEMS FOR DISCUSSION

1. 94 Essex Road - ZB application C variance for front facing garage.

Prepared by Jim Burgmeyer.

No comment.

2. 105 Whittredge Road - ZB application for C variances for building coverage, side yard setback & side yard % to construct a single-story addition & two story addition.

Prepared by Jim Burgmeyer.

The owner proposes to construct a small kitchen and den addition on the first floor and a corridor addition on the second floor to this 1930s Georgian Colonial Revival house. Both additions are on the north and south sides of the house. Neither addition will be seen from the street. The elevations graphically depict materials that match the existing structure, but none of the proposed façade materials are noted on the drawings. The H.P.C. recommends that the façade materials, architectural elements and details match the existing house.

M. Gaylord moved that the H.P.C. approve the submission. C. Toth seconded. Approved.

3. 86 Beechwood Road – ZB application for C variance for lot coverage to expand a patio.

Prepared by Jim Burgmeyer

No comment.

NEW BUSINESS

1. Updates on Plaque Program and Markers – Dolores Ward. No word yet from city on request from Fountain Baptist Church.
2. Discussion of Updates to Summit Historic Districts – Assignment of HPC District Task Force: M. Spurr and J. Balson-Alvarez to coordinate with City Engineering. All H.P.C. members are on the task force and will assist in updating the districts.
3. Discussion of HPC Annual Awards – Commercial; residential restoration; new const etc. Begin in 2019.
4. Update on Development Regulations Meeting with City of Summit – Tom Conway. Zoning Officer and Engineer met with local architects, engineers, and planners.
5. Updated on Master Plan HPC Presentation preparation – Melissa Spurr

HPC presentation to Common Council is scheduled for May 15th.

HPC presentation to Planning Board is scheduled for May 21st.

(Presentation of Summit Walking Tour website by Megan Chang postponed to April Meeting).

NEXT MEETING DATE: WEDNESDAY APRIL 18, 2018

MEETING ADJOURNED 8:41 PM