

CITY OF SUMMIT HISTORIC PRESERVATION COMMISSION MEETING MINUTES

MEETING DATE: APRIL 18, 2018

TIME: 7:30 PM

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

CALL TO ORDER 7:31 PM

ADEQUATE NOTICE STATEMENT

PRESENT: J BURGMEYER, TOM CONWAY, PATRICIA MEOLA, MELISSA SPURR, CLAIRE TOTH, DOLORES WARD, ERIC WARREN, MARY OGDEN (COUNCIL LIAISON), JENNIFER BALSON- ALVAREZ (PLANNING BOARD LIAISON)

ABSENT: MEREDITH GAYLORD, CAROLINE KING

APPROVAL OF MINUTES OF MARCH 25, 2018. D. Ward moved that the minutes be approved as amended; P. Meola seconded.

ADVISORY REVIEWS-ITEMS FOR DISCUSSION

1. 42 Colt Road - ZB application C variance for front yard setback to construct open front porch. To be submitted by T. Conway.

Following discussion, it was agreed that HPC continues to take exception to this proposal, consistent with its original review in July of 2017. D. Ward moved to approve the submission; J. Burgmeyer seconded.

2. 16 Dorset Lane - ZB application for C variance for rear yard setback to construct a deck.

Following discussion, it was agreed that HPC has no comment on the proposal.

3. 10 Colony Court – ZB application for C variance for rear yard setback for second story addition above existing garage. To be submitted by J. Burgmeyer.

HPC members expressed concern that the pitch of the proposed roofline match that of the existing. The fenestration should also match the existing. Members noted that the back of the home is visible from Memorial Field and from Ashland Road. P. Meola moved to approve the submission; E. Warren seconded.

4. 42 Oak Ridge Avenue—ZB application for side yard setback, lot coverage, and building coverage to construct a deck. To be submitted by J. Burgmeyer.

HPC noted that the deck is not a major element and is not visible from the street. HPC members would like to see clarification of building materials.

NEW BUSINESS

1. Presentation of Summit Walking Tour website by Megan Chang

HPC members were enthusiastic about the website as created. Ms. Chang suggested adding Snapchat filters, Pokemon Go stops, and Geocaching. This will be part of the presentation to Common Council next month.

2. Discussion of Updates to Summit Historic Districts - Jennifer Balson-Alvarez

Downtown historic district is well mapped out, with buildings identified as contributing or noncontributing. In 1991, 2,879 building were part of a reconnaissance survey—less intensive. HPC's goal is to update the 1991 survey. City Engineering will assist with mapping. Tackle one district at a time.

Step one is to identify districts. Then survey, district by district perhaps starting with the Summit Home Land Company district.

3. Updated review of Master Plan HPC Presentation - Melissa Spurr

*HPC presentation to Common Council took place on Tuesday, May 15th.
HPC presentation to Planning Board is scheduled for Monday, May 21st.*

Review of draft memo previously circulated for comment. Synopsis of presentations.

NEXT MEETING DATE: WEDNESDAY MAY 16, 2018

MEETING ADJOURNED 9:22 PM