

**CITY OF SUMMIT HISTORIC PRESERVATION COMMISSION  
MEETING MINUTES**

**MEETING DATE: APRIL 24, 2019      TIME: 7:30 PM**

**SUMMIT CITY HALL LARGE CONFERENCE ROOM (SECOND FLOOR)**

**MEETING CALLED TO ORDER AT 7:31 PM  
ADEQUATE ADVANCE NOTICE STATEMENT**

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

**ABSENT:** JAMES BURGMEYER

**APPROVAL OF MINUTES**

Minutes from 02/20/2019 AND 03/20/2019 were reviewed. C. King moved to approve February minutes; P. Meola seconded. T. Conway moved to approve March minutes; D. Ward seconded. Both sets of minutes were approved.

**ADVISORY REVIEWS - ITEMS FOR DISCUSSION**

1. Update of previously reviewed "No Objections" applications for 57 Prospect Street (house addition is not visible from road); 8 Friar Tuck Circle (traditional patio and landscaping only).
2. 42 Shadyside. C variance for lot coverage. The requested turnaround addition is not visible from the street. No objection.

**NEW BUSINESS**

1. HPC Ordinance update and DCS comment review.  
Melissa Spurr & Jennifer Alvarez. M. Spurr and J. Alvarez met with DCS staff and board members; began productive conversation about the ordinance. M. Spurr to compile and integrate comments.
2. Local Government Week Open House.  
Claire Toth & Dolores Ward. Very light public attendance.
3. Update on Broad Street West Redevelopment project. J. Alvarez reported that the Planning Board determined the proposal is in keeping with the Master Plan. Will continue to engage the public in the process.

4. City Council Update. S. Bowman reported that city is developing a sidewalk plan.
5. SDI Update. C. Toth reported on façade grants.
6. Update on any group initiative progress. C. King reported on preservation awards other communities give.

**NEXT MEETING DATE: WEDNESDAY MAY 22, 2019**  
**MEETING ADJOURNED AT 9:00 PM**