

**CITY OF SUMMIT
PLANNING BOARD MINUTES
May 29, 2025 Regular Meeting**

Chairman Spurr called the meeting to order at 7:30 PM.

Pledge of Allegiance

Adequate Notice Statement

Chairman Spurr then read the following statement:

In accordance with New Jersey Statute 10:4-10, adequate notice of this meeting has been provided to the newspapers of record and has been posted here in City Hall.

For the benefit of the interested public, this meeting is being livestreamed to the City's YouTube page, and also broadcast on Summit's government channel, which is Comcast channel 34 and Verizon channel 30.

Any hearings on applications for development in this meeting are quasi-judicial proceedings. Any questions or comments must be limited to the issues that are relevant to what the Board may legally consider in reaching a decision and decorum appropriate to a judicial hearing must be maintained at all times.

Please note that fire exits are to my right, your left, and at the back of the room where you entered. The city has a listening system to assist the hearing impaired. If anyone needs hearing assistance, please obtain the necessary equipment here at the dais and return it immediately after our meeting.

Roll Call

Present: Dal'Maso, Mayor Fagan, Councilmember Hamlet, Sala, Stern, Lijoi, Chairman Spurr

Absent: Balson-Alvarez, Formichelli

Arrived After

Roll Call: Bowen (7:44pm), Felmet (9:50pm joined via Conference Call)

Also present were Mr. Warner, Planning Board Attorney; Mr. Tom Behrens, Board Professional; Ms. Kotiga, Acting-Board Secretary; and Ms. Sands, Board Secretary.

Opening Remarks

Chairman Spurr then read the following statement:

Mr. Warner is the Planning Board's Attorney. Mr. Warner will advise Board Members on matters of law and serves as key interface with each applicant's attorney. Mr. Warner will not vote on applications or other matters formally considered by this board. Nicole Kotiga who led us in roll call is a city employee and is the Planning Board Secretary. Ms. Kotiga assists applicants in preparing their applications, planning our agendas and keeping our meeting minutes for anyone who is preparing applications and Mr. Dal'Maso and Mr. Nicola also pitch in every now and then. Ms. Kotiga does not vote on applications or other matters formally considered by this board.

Among the Board Professionals in attendance tonight, in addition to our attorney, are contracted annually by the Board and provide input to the Board. Tonight Mr. Burgis is joining us from Burgis Associates. Mr. Burgis is seated to the table to the right of the Board, the public's left and does not vote on applications or other matters formally considered by this board.

Our Board consists of eleven members. All members can participate in any hearings, but only a maximum of nine can vote. All applications require a simple majority to be approved.

Appointment – Board Secretary

Chairman Spurr advised that that Ms. Jessica Sands has been hired by the City to serve in the Land Use Division and as the Secretary to both the Planning and Zoning Boards. Upon motion of Mr. Dal'Maso duly seconded by Mayor Fagan, Ms. Kotiga called the roll:

RESULT: Approved (*unanimous*)
MOVED: Dal'Maso
SECONDER: Mayor Fagan
AYES: Mr. Dal'Maso, Mayor Fagan, Councilmember Hamlet, Mr. Stern, Mr. Lijoi and Chairman Spurr

In conclusion, the appointment of Ms. Jessica Sands as Planning Board Secretary was unanimously approved.

Approval of Meeting Minutes

Upon motion of Mr. Lijoi duly seconded by Mayor Fagan the Regular and Closed Session Meeting Minutes of the April 28, 2025 Planning Board Meeting were unanimously approved.

General Overview of Housing Element and Fair Share Plan

Chairman Spurr opened this portion of the meeting by providing a brief overview of the Housing Element and Fair Share Plan “HEFSP”, and laid out the components of this evening’s meeting, in a prepared statement, hereto attached.

Mr. Lijoi shared his thoughts on redevelopment, affordable housing and the “HEFSP” process. Mr. Lijoi further suggested that the Board seek a second opinion on the matter and would like to see an application processed and submitted for a grace period of the June 30, 2025 deadline.

Mayor Fagan shared her thoughts on redevelopment, affordable housing and the “HEFSP” process. Mayor Fagan further discussed the importance of advocating for legislature that represents the interests of the residents of Summit.

Councilmember Hamlet shared her thoughts on redevelopment, affordable housing and the “HEFSP” process. Councilmember Hamlet further discussed the importance of transparency and would also like to see an application submitted for a grace period sharing that she feels the process the State mandates is

rushed and would also like additional opportunity for public input. Lastly, Councilmember Hamlet stated that she would like to see the Affordable Housing Counsel at the next meeting.

Mr. Behrens provided an overview of the Fourth Round Affordable Housing obligation and provided the following tentative dates:

- June 13, 2025 - Housing Element and Fair Share Plan available for public view.
- June 23, 2025 – Planning Board Meeting – Hearing on Housing Element and Fair Share Plan.
- June 24, 2025 – Common Council Meeting – Special Meeting on Housing Element and Fair Share Plan.
- June 30, 2025 – Submission deadline to State.

Mr. Behrens further explained the consequences if the June 30, 2025 deadline is not met.

Mr. Behrens then shared a concept plan on behalf of Harmon Holdings for Block 4008, Lots 8, 9, and 11, hereto attached.

Chris Erb and Diego Santos of Russo Development, shared a concept plan for the property 190 River Road, hereto attached.

In response to a request from Chairman Spurr, Mr. Behrens commented as follows:

- Must provide rationale for why certain plan elements were not selected.
- If one or both plans are selected, the plan would need to encompass zoning framework as a draft ordinance.
- Between now and March 2026, City will need to adopt an ordinance for zoning framework.
- Developer can then submit an application to the Planning Board.
- Plenty of opportunity for public comments through several meetings.
- Plans that were presented this evening are conceptual.

Mr. Warner concurred with the process and the opportunity for public input.

Housing Element and Fair Share Plan Listening Session

Chairman Spurr called for comments from the public. The following members of the public commented on various subject matters such as disappointment in not seeing a draft at the meeting, vacant land adjustment, concerns over impact on schools, would like to see a sub-committee look into impact of redevelopment on the community, traffic congestion on River Road, affordable housing, old Fire House site, disappointment in process, overdevelopment, need for more transparency and communication.

Ellen Boylan, Tulip Street
Sabrina, Morris Avenue
Donald Nelson, Plain Street
Dorrie Gagnon, Bedford Road
Debra Oliver, Tulip Street
Eric Solberg, Laurel Avenue
Stacy Allen, Plymouth Road
Rosemary Grace, Chestnut Avenue
Vicki Lederman, Clark Street

Sue Roberts, Oakland Place
Jaclyn Lasaracina, Whittredge Road
Dennis White, Tulip Street

Councilmember Hamlet commented as follows:

- Elected to prevent overdevelopment.
- Wants to see a draft “HEFSP” shared with the residents.
- Advocate for a grace period.

Authorize Closed Session

Upon motion of Mr. Lijoi duly seconded by Ms. Bowen. A voice vote was held; all were in favor, and none were opposed. The Board entered into Closed Session under the following:

Resolution # 2025-03

Litigation and/or attorney-client privilege matters - NJSA 10:4-12.b (7)
Affordable Housing / Housing Element and Fair Share Plan

Adjournment

Upon motion by Ms. Bowen to adjourn the meeting, duly seconded by Mr. Stern. A voice vote was held; all were in favor, and none were opposed. The meeting was adjourned at 11:14pm.

Distributed: June 13, 2025
Approved: June 23, 2025



Jessica Sands, Board Secretary