

MEETING MINUTES
CITY OF SUMMIT HISTORIC PRESERVATION COMMISSION

July 20, 2022 7:00pm
Summit City Hall, 2nd Floor Large Conference Room

CALL TO ORDER: ADEQUATE ADVANCED NOTICE STATEMENT

ROLL CALL:

BRANDON RIGHI, JAMES BURGMEYER, CAROLINE KING, MARY MALLOY, ALISON CHIEFFO, GREG VARTAN (COUNCIL LIAISON)

APPROVAL OF MINUTES:

MINUTES FROM 6/22/2022 – by Alison Chieffo.

ADVISORY REVIEWS

Reviews prepared by Thomas Conway and sent to Summit DCS on 7/14/22:

1. 111 Whittredge Road – *C variances for generator*. No Comment.
2. 41 Oakley Avenue – *C variances to construct a covered patio and garage revision*. The HPC takes no exceptions to this application.
3. 21 Hughes Street - *The proposed deck is in the rear of the property and behind the existing house*. No comment.
4. 25 Baltusrol Place – *C variances for building coverage and front yard setback to construct a garage*. This vintage home is located in the Deantown Historic District. The proposed garage is in keeping with the existing scale of the neighborhood and the original garage (that was previously demolished). The HPC takes no exception to this application and suggests that the Owner select a garage door similar in style to the other vintage garage doors in the neighborhood.
5. 65 Pine Grove Avenue – *C variances for total side-yard setback to construct a deck*. The proposed additions of a covered porch onto the front of the house and rear of this Colonial Revival home is in keeping with the existing home and neighborhood. The Summit HPC recommends the Board approve this application.

Collective Reviews due to DCS by 7/26/2022:

6. 29 Fairview Drive – *C variances for a new two-story addition in the rear*. A rear addition with style and scale in keeping with the neighborhood. HPC recommends providing more details about exterior materials.
7. 15 Caldwell Avenue – *C variances for an addition in the rear of the home*. HPC has no issue with rear addition in appropriate scale and style for the neighborhood. HPC recommends having the addition's new windows match the style of the rest of the home.
8. Club Drive – *C variance for rear yard setback for a covered deck and stairs* The proposed additions are mainly in the rear of this 1957 ranch style home. The massing and height of these additions are compatible with the existing building. The exterior siding and roof will match the original building. The H.P.C. takes no exception to this application.
9. 115 Summit Ave – *Minor site plan with (c) – variances for parking*. The HPC recommends that this application be approved, as minimal alteration is taking place to the exterior of the structure, and so it remains in keeping with the historic Summit downtown.
10. 2 High Street *Minor subdivision with (c) – variances for min lot width & lot average*
As the proposal is for a lot subdivision and not a structure, the HPC has no comment. That said, we do advise that the City of Summit's style guidelines and DRO are closely

followed when the structure is designed, as this property is close to the Prospect Street Historic District and would have a significant impact on the look and feel of the neighborhood.

NEW BUSINESS

1. Liaison Updates & News:

Greg Vartan – City Council

Cooling center established at community center, city hall and Summit Free Public Library. Council will mail out Broad Street West communications in mid-August. HPC pc ordinance will be reviewed and prioritized. Maple Street focus group will continue into the Fall.

Jennifer Alvarez – Planning Board & HPC Ordinance Update.

2. HPC Awards 2022 - Caroline King update.

NEXT MEETING

DATE: Wednesday September 21, 2022, Summit City Hall Large Conference Room

MOTION TO ADJOURN