

CITY OF SUMMIT HISTORIC PRESERVATION COMMISSION  
MEETING MINUTES  
MEETING DATE: NOVEMBER 12, 2025 TIME: 7:00 PM  
LOCATION: CITY HALL, LARGE CONFERENCE ROOM (SECOND FLOOR)

CALL TO ORDER: 7:00 PM  
ADEQUATE NOTICE STATEMENT

PRESENT: CAROLINE KING, JAMES BURGMAYER, MIKE DIGERONIMO, MARY MALLOY,  
SUSAN BRADY, BONNIE MORRISON, NICK CURIALE, BOB PAWLOWSKI

ABSENT: MEREDITH GAYLORD, JESSICA ROY, JENNIFER ALVAREZ

PUBLIC: STEPHEN KOWALSKI, PAUL CIANCIULLI

APPROVAL OF MINUTES: MEETING OF OCTOBER 15, 2025  
B Morrison moved to ratify submission; J Burgmeyer seconded. The motion carried unanimously.

ADVISORY REVIEWS: Items for Discussion

1. 14 Hughes Place: (c) – variance for building coverage and lot coverage to build deck. 1989. Though the home is not historic, 14 Hughes Place is located in the Deantown Historic District. The proposed deck and patio are in the rear of the property and not visible from the public right of way. The HPC recommends the metal roof over the portico match the existing metal roof on bay window. Refer to 10.15.2025 meeting minutes.
2. 90 Tulip Street: (d) – variance for FAR and (c) – variance for building coverage, side yard setback, and combined side yard setback to construct second story additions. <https://www.summitlibrary.org/wp-content/uploads/2023/09/Springfield-Ave-to-Waldron-Ave-Vol-8-part-4.pdf> p21-22 **c1925. Contributes to Brayton School Historic District.**  
90 Tulip Street, a circa 1925 Dutch Colonial contributes to Brayton School Historic District which is included in the Summit Homeland Co. Historic District, in the List of Individual Historic Landmarks and Historic Districts of the City of Summit Ordinance. <https://ecode360.com/SU4097/laws/LF2492963.pdf>. The proposed second story addition adds a balance to the front elevation. The HPC recommends the siding and fenestration match the existing house, in accordance with the City of Summit Development Design Guidelines <https://ecode360.com/attachment/SU4097/SU4097-035a%20Appendix%20A.pdf> Refer to 10.15.2025 meeting minutes.
3. 19 Ridge Road: (c) variance for building coverage, building height, lot coverage, steep slope disturbance, driveway width, and pool. <https://www.summitlibrary.org/wp-content/uploads/2023/05/Park-Avenue-cont-to-South-Street-Vol-7.pdf> p427-428 **c1910 Benjamin V White architect. Contributes to North Side Historic District.**  
19 Ridge Road a circa 1910 Colonial Revival home contributes to the North Side Historic District. The architect, Benjamin V. White, was a City of Summit resident, who also designed the landmark horse trough at the corner of Summit Avenue and Union Place and a number of homes in town, on Ox Bow Lane, Hobart Road, Ridge Road and other streets. [https://www.nj.com/independentpress/2008/09/1920s\\_downtown\\_summit.html](https://www.nj.com/independentpress/2008/09/1920s_downtown_summit.html).  
Benjamin White, per the Smithsonian Institution, Smithsonian Online Virtual Archives, [https://sova.si.edu/record/aag.ecw/ref19?s=0&n=10&t=K&q=\\*&i=0](https://sova.si.edu/record/aag.ecw/ref19?s=0&n=10&t=K&q=*&i=0) also designed 208 Summit Avenue, was owned by Mr. and Mrs. John R. Todd. Mrs. Todd was also a founding member of the Summit Garden Club in 1916. The house was later converted to Temple Sinai with a large auditorium addition in the rear. Noted for its boxwood, the garden no longer exists. Mr. Todd was an engineer for Rockefeller Center. Governor Christine Todd

Whitman is a granddaughter.

The proposed addition and renovations are contextual to a house of that period. The siting, fenestration and roof materials match the existing structure. Refer to 10.15.2025 meeting minutes.

4. 71 Hillcrest Avenue: (c) variance for lot coverage, building coverage, front yard setback, and front entry garage to construct a new home. <https://www.summitlibrary.org/wp-content/uploads/2023/05/Greenbriar-Drive-to-John-Street-Vol-4-part-2.pdf> p193-194 **c1925 Tudor Revival Contributes to North Side Historic District.**

The applicants chose to demolish a 100-year old Tudor Revival historic home that contributes to the North Side Historic District. Following the demolition, the applicants are requesting variances for lot coverage, building coverage front yard setback, and front entry garage. This is the second request within a month for demolition of a historic home in the North Side Historic District. Given the now empty lot, construction can adhere to the City of Summit DRO - Development Regulations Ordinance.

The most extensive of the historic districts, the North Side includes most properties north of Springfield Avenue, bounded by Morris Avenue, Woodland Avenue and Canoe Brook Country Club, and Route 24. The North Side Historic District exemplifies Summit's history and reputation as a commuter suburb. Described "as if everything were designed as a harmonious whole", this area is defined by a variety of architectural styles often in park-like settings. 1890- 1940's architecture predominates, with Late Victorian Queen Anne, Shingle and Colonial Revival houses in abundance, along with more than 100 examples of Tudor Revival homes. Much of the district has been excellently preserved.

The North Side Historic District is included in the List of Individual Historic Landmarks and Historic Districts of the City of Summit Ordinance. <https://ecode360.com/SU4097/laws/LF2492963.pdf>. Whereas, the City of Summit desires to minimize and potentially prevent the demolition of designated historic buildings, structures and landmarks where preservation is feasible to maintain the established historic character of Summit's Historic Downtown, residential neighborhoods and other environs by requiring HPC review for such applications, promoting the consideration of reasonable alternatives and through public education. Refer to 10.15.2025 meeting minutes.

5. 175 Oak Ridge Avenue: (c) variance for lot coverage and building coverage to construct detached garage. <https://www.summitlibrary.org/wp-content/uploads/2023/05/Morris-Court-to-Park-Avenue-Vol-6-part-2.pdf> p28-29 **c1930 Tudor Revival Contributes to Druid Hill Historic District.** 175 Oak Ridge Avenue, a circa 1930 Tudor Revival contributes to the Druid Hill District. The wood roof and stucco materials on the proposed garage match the existing Tudor revival home and the garage doors are contextual to the architectural style. The proposed garage is located in the rear of the property and as proposed, will be minimally visible. S Brady moved to ratify submission; B Morrison seconded. The motion carried unanimously.
6. 37 Webster Avenue: (c) variances for rear yard setback, driveway width, building coverage, and existing non-conforming side yard setback for elements constructed without requisite approval. 1951. The house is not historic and the proposed changes are non-architectural. M Malloy moved to ratify submission; M DiGeronimo seconded. The motion carried unanimously.
7. 32 Lenox Road: (c) – variances for max height for an accessory structure, max height of fence/wall combo, and steep slopes to construct, pool pergola, and pool house. <https://www.summitlibrary.org/wp-content/uploads/2023/05/Kent-Place-to-Llewellyn-Road-Vol-5.pdf> p 333-334 **c.1935 Colonial Revival Contributes to North Side Historic District.** 32 Lenox Road, a circa 1935 Colonial Revival, contributes to the North Side Historic District. The proposed architecture and materials for the accessory structure blend well with the existing home. B Morrison moved to ratify submission; J Burgmeyer seconded. The motion carried unanimously.

8. 268-270 Ashland Road: Minor subdivision application with (c) variances for lot area and rear yard setback to create lots 2.01 and 2.02. c1960. Demolition. The proposed materials for the two new structures are not listed on the drawings. The HPC recommends materials such as wood, Hardi board, and stone. M Malloy moved to ratify submission; N Curiale seconded. The motion carried unanimously.
9. 19 Ox Bow Lane: (c) variances for side yard setback and combined side yard width for two-story addition. <https://www.summitlibrary.org/wp-content/uploads/2023/05/Morris-Court-to-Park-Avenue-Vol-6-part-2.pdf> p318-319 c1955 Modern Traditional non-contributing North Side Historic District. N Curiale recused himself. Though the existing structure is non-contributing, 19 Ox Bow Lane is located in the North Side Historic District. The HPC recommends consistent traditional windows and cornice returns. As the materials are not noted on the drawings, though indicated in the narrative, the HPC recommends the confirmation of the listed building materials. B Morrison moved to ratify the submission; J Burgmeyer seconded. The motion carried unanimously.

## NEW BUSINESS

1. 45 Prospect Hill Avenue: Stephen Kowalski SEK Architects advised that the historic home would be carefully deconstructed with the materials salvaged to utilize the existing stone in the front facing facade of the new structure. The existing slate is proposed to be utilized for patching jobs due to its age. Paul Cianciulli noted the number of continuing demolitions in Summit, including 45 Prospect Hill Avenue. This is the case despite the City of Summit's stated desire to minimize and potentially prevent the demolition of designated historic buildings, structures and landmarks where preservation is feasible to maintain the established historic character of Summit's Historic Downtown, residential neighborhoods and other environs as stated in the Ordinance.
2. Demolition applications/permits
  - No notifications received since 10/2/2025

## OLD BUSINESS

1. 2026 HPC Calendar
  - 3rd Wednesday of the month
  - August recess
2. Demolition applications/permits
  - Demolished: 71 Hillcrest Avenue: the contractor R. Keller Construction has applied for a demolition permit for the above single family home; Owner Rhoten - 10/2/25. <https://www.summitlibrary.org/wp-content/uploads/2023/05/Greenbriar-Drive-to-John-Street-Vol-4-part-2.pdf> p193-194 **c1925 Tudor Revival Contributions to District North Side**
3. Rescheduled: Preservation NJ Event: Saturday, March 7th, 2026
4. Ordinance
  - Passage Date: 10/7/2025
  - Effective Date: 10/16/2025
  - DCS workflow in process

MEETING ADJOURNED: 8:30 PM

M Malloy moved to adjourn the meeting; M DiGeronimo seconded.

NEXT MEETING DATE: December 17, 2025, Location TBD