



## HISTORIC PRESERVATION COMMISSION

Tuesday, January 6th, 2026

6:00 p.m.

### MINUTES

Members Present: Jason Swichtenberg, Chair  
Bill Hover, Vice Chair  
Brad Jones  
Joe Weishaar

Members Absent: Jenny Norris

Staff Present: Lori Leland, Planning and Development Director  
Joshua Weston, Permit Coordinator  
Debbie Toole, Consultant WLA Studio

**Item 1.** Meeting Called to Order.  
Jason Swichtenberg called the meeting to order at 6:00 pm.

**Item 2.** Approval of the minutes from December 2, 2025, regular meeting.

#### **Motion and Vote:**

Bill Hover moved to approve the December 2, 2025 meeting minutes. Brad Jones seconded the motion. The motion was approved unanimously.

**Item 3.** Recognition of service to the Historic Preservation Commission: Luis Suazo and Susie Deiters. Introduction of new Historic Preservation Commission members: Joe Weishaar and Jenny Norris.

**Item 4.** Old Business: None

**Item 5.** New Business:

- **1 Sussex Road- Residential, Compatible Designation**– Adam Perry -The proposed project for this 1951 Linear Ranch House consists of (1) addition of a new rear shed dormer and replacement of siding on existing dormers; (2) replacement of windows on the house's second floor; (3) replacement of the existing front entrance door; (4) replacement of the house's roofing with new architectural asphalt shingles; and (5) enlargement of the existing freestanding garage.

**Motion and Vote:**

Bill Hover moved to approve the application with the comment that the front door and windows are not in the application, and with the condition that the dormer siding shall be smooth fiber cement or wood. Joe Weishaar seconded the motion. The motion was approved unanimously.

- **28 Exeter Road - Residential, Preservation Designation–**

Jacquelynn Edmonds -The proposed project for this 1930 Colonial Revival-style American Small House consists of (1) construction of a new addition with basement garage on the house's rear elevation; (2) removal of the non-historic door and windows in the mudroom at the house's front corner and replacement with new windows and solid wall infill; (3) repair/replacement of existing front-elevation dormers; and (4) replacement of the existing driveway and extension of the driveway to the new basement garage.

**Public Comment:**

Meredith Brand at 30 Exeter Road requested that storm water considerations be addressed as the site is developed.

**Motion and Vote:**

Brad Jones moved to approve the application with the conditions that 1) The dormer materials shall be replaced in-kind using best construction practices to protect the wood trim where it meets the roof; 2) The former screen porch shall be constructed so that the areas that were historically screened will be inset, constructed of materials that are different from the rest of the façade, and any windows or knee walls in this area will also be inset. Bill Hover seconded the motion. The motion was approved unanimously.

- **55 Berkeley Road- Residential, Compatible Designation–**

Henry Hine-The proposed project for this 1961 Ranch House consists of a landscape plan that includes the following hardscape elements: (1) addition of new concrete pavement with cobblestone border and apron on the driveway; (2) addition of a new front walkway and landing at the front porch; (3) addition of a new 6'-wide path with a gate leading from the driveway to the rear yard; (4) addition of cobblestone borders around all planting areas; (5) addition of a hedge along the public sidewalk and driveway; and (6) addition of a fire pit with stone surround in the rear yard. *A renovation project and site plan for this property were reviewed and approved by the HPC at the November 2023 meeting.*

**Motion and Vote:**

Brad Jones motioned to approve the application with the conditions that 1) The side golfcart path shall be a gravel path with a maximum

width of 5 feet and have cobble stone edging along the path; 2) There shall be no cobblestone pavers on the edge of the driveway; 3) There shall be no boxwood hedge in front; 4) There shall be no step stones in the verge. Joe Weishaar seconded. The motion was approved unanimously.

**Item 6.** Other items deemed appropriate for discussion:

**Item 7.** Adjournment

Brad Jones made a motion to adjourn, Joe Weishaar seconded. The motion was approved unanimously.