

**LAYTONSVILLE HISTORIC DISTRICT COMMISSION**  
**Meeting Minutes**  
**Monday, February 17, 2020**

**Present:**

Charles Hendricks, Chair  
Andy Drouliskos  
Susan Phillips  
Jill Ruspi

**Absent:**

Lisa Simonetti  
Michele Shortley, Alternate

**Attendees:**

Jennifer Sizemore, Secretary  
Jim Ruspi

**Opening:**

Chair Hendricks called the meeting to order at 7:05 p.m. He noted that a quorum was present.

**Minutes:**

Chair Hendricks said the December 2019 minutes had been put on hold pending Mr. Eric Wegner's input, which was helpful. Member Ruspi moved to approve the December minutes as amended, Member Phillips seconded, and all approved. Chair Hendricks mentioned that the Mobley Farms solar panels approved in January had been installed. Member Ruspi moved to approve the January 2020 minutes as amended, Member Drouliskos seconded, and all approved.

**Old Business:**

Brochure for Town Residents: Member Ruspi stated that she had incorporated all comments and was done with her part of the project. She believes the text is good, but information could be moved around if needed for design. She suggested going to Staples or the company that designed the Parks and Trails logo for layout and printing. The HDC members discussed the quote of \$600 for professional layout from Donald Harris, Jr., a colleague of Ms. Sizemore. Member Phillips has worked with designers for Montgomery County schools and thought the estimate was not outrageous. Ms. Sizemore volunteered to try to get another quote for design work and several quotes for printing. Chair Hendricks complimented the new layout for the list of properties, and the other members concurred. He also mentioned that the Rolling Ridge house, which is under the Historic District Commission's (HDC) purview but is not within the historic district, isn't mentioned. Chair Hendricks asked Mayor Ruspi about a timeline for the brochure. Answering as a resident, Mr. Ruspi said he would like to get this done soon given the amount of time Member Ruspi has spent on it. From his perspective as mayor, he was surprised by the amount of the estimate for layout. He suggests checking with Staples and other sources, such as the one the Lions Club has used for the parade flyers. Member Phillips asked if they used Shutterfly, and Mayor Ruspi said it had been a local firm; he could find out the name. He also mentioned a book the quilting group had printed. There's money in the budget, but he cautioned against going with

the first estimate. Mayor Ruspi suggested printing 100 to 200 copies and thought it could be handed out at a “meet the candidates” event in late April at the Laytons Village Shopping Center. He also mentioned Coffee with a Cop in the fall. Member Hendricks said one challenge is to decide the level of quality needed.

Member Ruspi said the new map is almost done and will be printed soon. It should be included in the layout of the brochure. Chair Hendricks pointed out some inconsistencies in previous versions of the map. For example, Lot 2, Section A, is shown as green on the current map but was zoned residential historic in a 2003 map. An area on First Street along with property to the North and West is owned by St. Bartholomew’s Church, and the area where they wanted to install lights was not listed as being in the current historic district but was on a previous map. There has been no action taken by the mayor and Town Council that would account for the changes. According to Chair Hendricks’s research, the historic district was created in 1990. There have been three actions taken by the mayor and Town Council related to historic area zoning since the creation of the first HDC. The powers of the commission were more greatly detailed in 2003. Chair Hendricks suggested that finding the 1990 zoning map or a copy of the ordinance could be helpful in clarifying any inconsistencies. Chair Hendricks said he would follow up with Mr. Wegner to see if the earlier documents could be found. He is concerned that property owners will call into question the veracity of the new map and suggested giving each member an opportunity to make comments on the draft.

Chair Hendricks returned to the question of creating a professional layout of the brochure. He thought a professional could advise on the best use of fonts and information placement so the folds are optimal. Members Drouliskos and Phillips both agreed with the value added with using a professional. Chair Hendricks asked whether the title should be more descriptive, e.g., “the HDC welcomes you.” Member Ruspi wants the brochure to reinforce the idea that we are one town, not discrete areas, to help get everyone together. She suggested moving the second paragraph up to be the first. Chair Hendricks encouraged Members Drouliskos and Phillips to do a thorough review and provide suggestions, as they have a unique perspective to bring, while also noting the wonderful job Member Ruspi has done in pulling everything together. He wants the brochure to be as welcoming and helpful as possible. The members further discussed some possible edits to the text, including adding a date and potentially updating and reprinting every few years.

Miscellaneous: Chair Hendricks suggested moving the start time for the HDC meetings to 7:30 and all agreed. Chair Hendricks stated that the next HDC meeting is March 16, 2020.

Member Ruspi moved to adjourn the meeting at 8:27 p.m., Member Phillips seconded, and all approved.

Respectfully submitted,

Jennifer Sizemore