**LAYTONSVILLE HISTORIC DISTRICT COMMISSION**

 **MEETING MINUTES**

**January 20, 2014**

**Roll Call:**

A meeting of the Laytonsville Historic District Commission (HDC) was called to order by Chair Sheree Wenger at 7:35 p.m.. Commission Members Jill Ruspi, Charles Hendricks and Michele Shortley were present. Member Joann Howes and Alternate Member Lisa Simonetti were absent.

**Attendance:**

There were no guests present.

**Minutes:**

The minutes from the meeting of November 18, 2013 were presented and accepted as amended. The minutes from the meeting of December 2, 2013 were presented and accepted as amended.

**Preliminary Statement by Chair:**

The preliminary statement was not read.

**New Business:**

Chair Wenger shared a preliminary lighting plan for the Town Hall prepared by Council Member Josh Pomeroy. Members reviewed the 3 lighting post designs proposed in the plan and offered comments. Chair Wenger advised that she would get comments to Mr. Pomeroy. Chair Wenger advised the HDC members that the plan would be submitted to the HDC for a hearing and approval once it was finalized.

Member Hendricks noted that the temporary permit granted to NV Homes for the sales trailer on Brink Road had expired on December 31, 2013. Due to construction and permitting delays, progress has been delayed and the grand opening is scheduled for January 17, 2014. Chair Wenger will contact NV Homes about a letter of intent.

Chair Wenger stated that the HDC needs to renew their efforts on updating their design guidelines. She asked all members to review their material and to consider incorporation of guidelines on alternative energy sources such as solar panels and windmills. Review of other HDCs or State guidelines may provide some help in this area. Member Ruspi commented that new regulations for impermeable and permeable driveways should also be considered. This could become an issue as business owners make improvements.

Member Hendricks noted that he was gratified by how the Town Council handled the HDC recommendation for the Craftmark Homes models to be built on the remaining lots in the Rolling Ridge subdivision.

**Adjournment:** There being no further business, Member Ruspi made the motion to adjourn the meeting which was seconded by Member Shortley. Motion carried unanimously. The meeting adjourned at 8:20 p.m.

Respectfully submitted by,

Charlene Dillingham

Clerk, Town of Laytonsville