Laytonsville Historic District Commission Monthly Meeting, July 17, 2023

**LAYTONSVILLE HISTORIC DISTRICT COMMISSION**

**Videoconference Meeting Minutes**

**Monday, July 17, 2023**

**Present: Absent:**

Charles Hendricks, Chair

Michael McDonald, Chair

Andy Drouliskos

Jennifer Sizemore

Kris Bradsher @7:44

**Attendees:**

James Schneider, Secretary

Charles Hendricks, Mayor

Becca Saah

PBMiPhone

**Opening:**

Chair McDonald called the meeting to order at 7:33 p.m. He noted that a quorum was present.

Mayor Hendricks administered the Oath to swear in Rebecca Saah into her new position as Historic District Commission Member.

The first order of business was to approve the minutes from the June 19, 2023, HDC meeting. Chair McDonald asked if any members had any comments or edits of the minutes. Member Sizemore made a motion to approve the minutes, Member Drouliskos seconded. All members in attendance were in favor; minutes were approved.

Report from Mayor Charles Hendricks on the preparation of a resolution which, if approved by the Town Council, would adopt for the commission’s use the revised consolidated guidelines prepared by the commission

* Mayor Hendricks reported that he sent the proposed Consolidated Guidelines without the landscaping section to the Town Council. At the July 11, 2023 Town Council meeting, he asked if the Town Council would consider a Resolution adopting the proposed Consolidated Guidelines without the landscaping section. The Town Council was not ready to commit to it at that meeting. As mayor, he will draft a Resolution to present to the Town Council at the August 1, 2023 Town Council meeting. A new resolution would replace the two sets of guidelines that the Town Council approved in 2004 for the Historic District Commission to use in evaluating work permit applications with a single consolidated set of guidelines.

Discussion of whether the members of the Historic District Commission are prepared to meet with the members of the Tree Commission to discuss how issues of landscaping and proposed tree removal in the historic district should be handled and, if so, when such a meeting might be held

* Member Sizemore stated that the question seems to be what falls under the HDC vs. the Tree Commission in terms of applying for work permits regarding trees and landscaping.
* Mayor Hendricks stated that theoretically both the HDC and the Tree Commission need to approve a work order for removal of large trees within the historic district. He suggested that maybe a joint meeting between the HDC and the tree Commission is needed.
* Chair McDonald proposed to table this until Mayor Hendricks and the Town Council discuss a possible resolution to adopt the proposed Consolidated Guidelines without the landscaping section.

Open forum on Laytonsville historic preservation issues:

* Chair Hendricks stated that it appears that construction equipment has been moved onto the property ofLot 2C in Laytonsville Preserve on Route 108.
* An election n was held to select a new HDC chair and vice-chair. Member Sizemore was elected chair, and Member Saah was elected vice-chair of the HDC.

The next HDC meeting will be August 21, 2023.

Member Sizemore moved to adjourn the meeting. Member Bradsher seconded the motion. All approved. The meeting was adjourned at 8:04 p.m.

Respectfully Submitted,

James Schneider, Secretary