**LAYTONSVILLE BOARD OF APPEALS**

**MEETING MINUTES**

**September 13, 2021 – 7:30 p.m.**

**Roll Call**

A meeting of the Laytonsville Board of Appeals was called to order by Chair Cecere at 7:35 p.m. Board Members Foster, Kerns, and Ols were present. Member Ryan was absent.

**Minutes**

The minutes for the Board of Appeals Meeting of August 20, 2021, were submitted. A motion was made by Member Foster and seconded by Chair Cecere to approve the minutes. The motion passed unanimously.

**Attendees**

Ms. Julie Sharabie (Applicant)

Mr. R. Tozzoli

Ms. H. Mantzouranis

Ms. A. Koval

Ms. C. Fremont

Ms. Joy Jackson, Assistant Clerk, Laytonsville Town Hall

Ms. Nadine Hasevoets-Tarwater, Secretary

**Old Business**

None.

**New Business**

Special Exception Application (SE-02-21) submitted by Ms. Julie Sharabie, 6815 Warfield Road, Laytonsville, MD, who is a wholesale automobile dealer. In order to maintain her license, the Motor Vehicle Administration (MVA) requires her to have a home office. No business will be conducted in her office nor cars stored on her property. The use of her office is restricted to making phone calls as per MVA requirements.

***Hearing***

Chair Cecere began the hearing by outlining the procedures and administering the swearing in oath to all those providing testimony.

Chair Cecere requested Ms. Sharabie to outlined her request for a Special Exception.

Ms. Sharabie explained to the Board that she is a wholesale automobile dealer and under the conditions from the MVA to maintain her license, she is required to have a home office. The purpose of her office is to make phone calls. No other business will be conducted on her premises.

Member Foster sought clarification that the MVA was the Motor Vehicle Administration and that it was their requirement for Ms. Sharabie to maintain a home office.

Ms. Sharabie confirmed that she must display her license in a specific office location in her home.

Member Kerns asked if Ms. Sharabie anticipated any changes to her current property, the grounds, the driveway, or changes in the amount of traffic to her house. He also inquired as to whether the majority of work conducted would be within the home or at an outside location; and, if this would have an impact on business expansion and additional staff.

Ms. Sharabie indicated that she physically goes to motor vehicle auctions. No customers would be coming to her home office which would impact traffic, or create a need for changes to the property or additional staff.

Chair Cecere sought confirmation that the majority of Ms. Sharabie’s work on the premises would be limited to telephones calls. No visitors or customers, no vehicles stored on the property, and no advertising signs displayed. He also confirmed that the name of Ms. Sharabie’s business was AMG, LLC.

Ms. Sharabie clarified that she is a wholesale dealer, not retail. Consequently, the vehicles are purchased at auction and immediately sent to the dealer. There is no need for customers to visit, advertisement signs, or storage of vehicles.

Chair Cecere asked if anyone in the audience wished to make a statement in support of the application or a rebuttal against the application.

No statements were made from the audience.

Chair Cecere requested that Ms. Sharabie’s application be entered into the record as Exhibit 1.

Chair Cecere made a motion that Special Exception SE-02-21 for the property located at 6815 Warfield Road, Laytonsville, MD, owned by Ms. Julie Sharabie, connected to the business, AMG, LLC., be granted a Special Exception under the Town of Laytonsville’s R3 Zone, 108.03(i) Home Occupation, for a home office with the conditions testified by the applicant that no business visitors, no business traffic, nor advertising signs will encumber the property, and that the business be conducted remotely.

The Motion was seconded by Member Kerns and passed unanimously.

Chair Cecere proposed a provision that the Special Exception be granted for a seven-year limit and can be renewed in writing with a notification from Ms. Sharabie certifying that there are no changes to the use and above conditions of the Special Exception.

Ms. Sharabie agreed to this provision.

The added provision was passed unanimously.

**Adjourn**

There being no further business, Chair Cecere asked for a motion to adjourn the meeting which was made by Member Kern and seconded by Member Foster. Motion passed unanimously. The meeting adjourned at approximately 7:58 p.m. The next meeting was scheduled for October 4, 2021.

Respectively submitted

Nadine Tarwater