

**LAYTONSVILLE HISTORIC DISTRICT COMMISSION  
MEETING MINUTES  
November 21, 2011**

**Roll Call:**

The regular meeting of the Laytonsville Historic District Commission (HDC) was called to order by Chair Wenger at 7:38 p.m. Commission Members Joann Howes, Charley Hendricks , Jill Ruspi and Alternate Lisa Simonetti were present. Member Michele Shortley was absent.

**Attendance:** Guests Bill Fitts and Nancy Harding were present.

**Minutes:**

The minutes from the meeting October 17, 2011, were presented and approved as amended.

**Preliminary Statement by Chair:**

The preliminary statement was not read.

**New Business:**

Bill Fitts and Nancy Harding came before the Commission to state that St. Bartholomew's Episcopal Church would like to tear down an old shed, a wooden fence and a trash burner on the property at 21715 Laytonsville Road. Mr. Fitts stated that because the shed has slipped off its foundation it is currently unsafe, the fence is 13 years old and the trash burner shifted in the earthquake and hasn't been used in 30 years. The church proposes to plant grass seed in the areas where these structures currently reside. Member Hendricks commented that the zoning ordinance states that a work permit is required in the historic area if the work affects the historical, archaeological or architectural significance of the resource. The Commission determined that if the fence, shed and trash burner are not historically or architecturally significant, then the Commission may grant the permission by vote by a majority of the Commission members. After discussion, the HDC determined that the shed, fence and trash burner are not historically significant, Member Ruspi made a motion to approve the work requested by St. Bartholomew's Church. The motion was seconded by Member Hendricks. A second motion was made by Member Ruspi stating that: According to the Town Zoning Ordinance 127.05, no historic work permit will be required when the Historic District Commission determines by majority vote that work on a resource or its environs does not impact the historical, archaeological or architectural significance of the resource. Member Hendricks seconded the motion. The vote was unanimous.

Chair Wenger stated that a special exception hearing will be held on December 5 before the Board of

Appeals and the Planning Commission for the property at 21516 Laytonsville Road. The applicants are requesting permission to purchase the property to relocate an electrician business from their home to a business location. If the special exception is granted, the applicant will submit an application to the HDC.

**Old Business:**

Laytonsville Historic District Commission Guidelines: After the Thanksgiving holiday, Chair Wenger will come to the Town Hall to look for the 2009 guideline documents on the computer.. Clerk Charlene Dillingham will also look and forward to Chair Wenger if she finds anything.. Member Ruspi stated that there was a lot of work put into revising the guidelines at that time with emphasis on providing more visual information.

**Adjournment:**

There being no further business, Member Hendricks made the motion to adjourn the meeting which was seconded by Member Ruspi. Motion carried unanimously. The meeting adjourned at 8:15 p.m.

Respectfully submitted by,

Charlene Dillingham

Clerk, Town of Laytonsville