Laytonsville Historic District Commission Monthly Meeting, June 19, 2023

**LAYTONSVILLE HISTORIC DISTRICT COMMISSION**

**Videoconference Meeting Minutes**

**Monday, June 19, 2023**

**Present:**

Charles Hendricks, Chair

Michael McDonald, Vice Chair

Andy Drouliskos

Jennifer Sizemore

Kris Bradsher

**Absent:**

**Attendees:**

James Schneider, Secretary

Jim Ruspi, Mayor

Jennifer Rutherford, member, St. Bartholomew’s Episcopal Church

Jeff Bergsten, Junior Warden, St. Bartholomew’s Episcopal Church

Sue, not otherwise identified

Nancy Row, Senior Warden, St. Bartholomew’s Episcopal Church

**Opening:**

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

The first order of business was to approve the minutes from the May 15, 2023, HDC meeting. Chair Hendricks asked if any members had any comments or edits of the minutes. Member Sizemore made a motion to approve the minutes, which was seconded by Member McDonald. All members in attendance were in favor; minutes were approved.

Public Hearing on Historic District Work Permit Application 05-23 submitted by the Vestry of St. Bartholomew’s Episcopal Church to erect a sign at 6920 Sundown Road (Temperance Hall)

* Chair Hendricks recused himself due to being a member of the Vestry of St. Bartholomew’s Episcopal Church. Vice Chair McDonald to took over as chair and opened the hearing.
* Jeff Bergsten stated that the purpose of the application is to erect a sign at Temperance Hall.
* Jennifer Rutherford displayed a picture of the proposed sign with the dimensions labeled, and she described its coloring as being green and white.
* Member Drouliskos asked if any lighting would be included with this sign.
* Jennifer Rutherford responded that will be looked into for viewing during winter hours.
* Member Sizemore asked about the concrete shown in the image of the sign.
* Jennifer Rutherford said that the concrete will be below ground for the footers of the sign, and that the sign would be 7.5 feet high at maximum.
* Member Drouliskos asked about the thickness of the sign.
* Jennifer Rutherford responded that the sign will be 1-inch-thick PVC with a matte finish. The sign will be placed perpendicular to Sundown Road and be viewable from both directions. She displayed a plat drawing showing that the sign will be located on the north side of the property, just west of the driveway.
* Member Sizemore asked if the sign will be on the same side as the bush, which is proposed for removal.
* Jennifer Rutherford responded that it will be in the opposite corner from where the bush is to be removed.
* Member Sizemore stated that lighting is not on the original application; therefore the application can only be approved as submitted.
* Jennifer Rutherford asked if the lighting could be added to this application.
* Chair McDonald responded that it could not be added at this time and would have to be done later.
* Member Sizemore questioned if an additional application would be needed.
* Member Drouliskos stated probably not if the lighting does not affect the looks of the sign or the property.
* Chair McDonald stated that the HDC would need to know what lighting is being proposed.
* Member Sizemore stated that once the lighting specifications are known, a recommendation can be made.
* Mayor Ruspi stated that the Sign Ordinance is quite complicated so compliance with the town ordinance is needed. There may be restrictions on lighting within the historic district.
* Chair McDonald stated that we do not have the lighting specifications in this application, therefore it will need to be addressed at future meeting. He closed the public hearing at 7:54 p.m.
* Chair McDonald asked for a motion. Member Sizemore moved to approve Historic District Work Permit Application 05-23 as submitted. Member Drouliskos seconded. All members participating voted in favor, and the application was approved.

Review of the status of the proposed consolidated guidelines for the use of the HDC and discussion of exactly what the commission now wishes to recommend to the Town Council

* Chair Hendricks again assumed the chair. He asked for comments regarding how to move forward with the proposed consolidated guidelines.
* Member Sizemore proposed that, as the commission decided in May, it bring the draft consolidated guidelines to the Town Council for approval with the landscaping section removed. She suggested studying the landscaping issues separately. Other commission members approved these ideas.
* Chair Hendricks stated that he might add this proposal to the July Town Council agenda in his future role as mayor.

Open forum on Laytonsville historic preservation issues:

* Chair Hendricks reported that Rafael De La Rosa had informed him that the county approval process for building on his property at 21620 Laytonsville Road is progressing well. The property has been mowed.
* Chair Hendricks reported that the newly built house at 21720 Rolling Ridge Lane does not appear to have been sold yet.
* Chair Hendricks reported that there has been no further communication with the owners of the Citgo gas station.
* Member Bradsher asked about the purpose of the detour signs with trash bags over them along Route 108. One is on the lot at the intersection with Howard Street. No one present could provide a definitive answer.

Member McDonald moved to adjourn the meeting. Member Bradsher seconded the motion. All approved. The meeting was adjourned at 8:12 p.m.

Respectfully Submitted,

James Schneider, Secretary