**LAYTONSVILLE HISTORIC DISTRICT COMMISSION**

**Meeting Minutes**

**Monday, November 19, 2018**

**Present:**

Lisa Simonetti, Chair

Charles Hendricks

Jill Ruspi

Susan Phillips, Alternate

**Absent:**

Andy Drouliskos

Michele Shortley

**Attendees:**

Jennifer Sizemore, Secretary

Jim Ruspi, Mayor

**Opening:**

Chair Simonetti called the meeting to order at 7:04 p.m. She noted that a quorum was present.

**Minutes:**

Member Ruspi made a motion to approve the October meeting minutes as amended, Member Hendricks seconded, all approved.

**New Business:**

Permit Applications for Properties Adjoining the Historic District. Member Hendricks said a resident from a property in Laytonsville Preserve that adjoins the historic district but is not within the district had submitted and withdrawn a permit application for an 8-foot-high fence. At the behest of Town Clerk Charlene Dillingham, Member Hendricks asked the other Historic District Commission (HDC) members whether they felt the HDC should be consulted on this type of application. Due to the height of the fence, the application would, if submitted, have to go to the Board of Appeals for approval. Member Hendricks mentioned that the Mayor and Council had sought HDC input on permit applications relative to a few houses in the Rolling Ridge subdivision that are not in the historic district, though that development is built around a very historic property. After discussion, the HDC members agreed to focus on the historic district as assigned by the mayor and Town Council and don’t feel the need to be consulted about adjoining properties.

Appreciation Placards. Member Ruspi mentioned a lecture she attended at a recent conference related to a medium-sized town that had problems with properties being abandoned and/or foreclosed on. The town started a program to try to address the issue. One suggestion was to put placards in the yard of residents who had made improvements to show the town’s appreciation. The members all agreed that it was a great idea and discussed different options for what the placard might look like. Mayor Ruspi said a formal motion wasn’t needed; the HDC could simply request that the town order what they need. The members decided to give more thought to their preferred format and discuss again at the next meeting.

December Meeting. Chair Simonetti suggested cancelling the December HDC meeting unless any applications were submitted; all agreed.

Chair Simonetti moved to adjourn the meeting at 7:46 p.m., Member Hendricks seconded, all approved.

Respectfully submitted,

Jennifer Sizemore