Laytonsville Historic District Commission Meeting Minutes, August 15, 2022

**LAYTONSVILLE HISTORIC DISTRICT COMMISSION**

**Videoconference Meeting Minutes**

**Monday August 15, 2022**

**Present:**

Charles Hendricks, Chair

Jennifer Sizemore

Kris Bradsher

**Absent:**

Andy Drouliskos

Michael McDonald

**Attendees:**

Mary Burke, Secretary

Jim Ruspi, Mayor

Amy Koval, Town Council Vice President

**Opening:**

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

**New Business:**

The first order of business was the swearing in of Mary Burke, Town Clerk, and Kris Bradsher, Historic District Commission member. Mayor Ruspi administered the Oaths of Office and exited the meeting at 7:37.

Approval of minutes from July meeting: Member Sizemore made a motion to approve the minutes as edited. Member Bradsher seconded and all approved. Note: with Mary being Town Clerk, she has asked that we find a replacement for Secretary of the Historic District Commission. She will continue to support us until a replacement is found.

Report on construction underway at Lot 5, Rolling Ridge (21720 Rolling Ridge Lane):

* Chair Hendricks shared plans of the house that were approved by the HDC in February 2021 and the Town Council in March 2021. A photo from July 13, 2022, shows the house under construction with a Palladian window, which was not on the approved plan.
* Amy Koval, Town Council Vice President, has been trying to work the situation out. She called Mr. Turetchi in July to discuss this matter with him. He wanted to think about his options, and perhaps submit another plan. The following week a Cease-and-Desist-type letter was sent letting him know there would be fines if the plans were not followed. He then said that he was able to reorder the windows to comply with the approved plan, and that it would take 6 weeks to get them. They did install two additional Palladian windows to protect the interior of the house, one of which is also larger than in the approved plan. These appear in a photo taken on August 12.
* Vice-President Koval said that she and Mayor Ruspi agree that Mr. Turetchi needs to follow the approved plan or submit a new plan to the HDC for its recommendation and the Town Council for approval.
* When Laytonsville Preserve was planned, the HDC determined it would not allow Palladian windows in the Historic District.
* This house is not in the Historic District but is a historically significant property due to its proximity to the Rolling Ridge House.
* A Resolution by the Town Council in 2009 designated certain lots in Rolling Ridge, including Lot 5, as historically significant properties.
* Member Sizemore stated that there is nothing more we can do until the new windows are delivered and installed.
* Chair Hendricks will send an email to Vice-President Koval with a detailed list of items of concern regarding the construction of the house. She will then contact Mr. Turetchi.

Report on discussion relative to the development of Lot 2, Area C, Laytonsville Preserve (21620 Laytonsville Road):

* Gregory Phillips is representing someone who will buy the lot if certain criteria are met.
* He has submitted some documents regarding the approval of a new site plan. He has been told where to look in the ordinance regarding what more needs to be filed. He has not submitted a fee or the additional documents, so nothing new has happened in the last month.
* The town anticipates the application will come first to the HDC for approval, then go to the Town Council, because this lot is in the Historic District.

Discussion of the status of the commission’s effort to consolidate the two sets of design guidelines adopted by the Town Council for the use of the Historic District Commission:

* Chair Hendricks gave a brief history of the draft document for Vice-President Koval.
* He asked members Sizemore and Bradsher for their comments.
	+ Member Bradsher stated that as a new member, it was very good information, easy to follow, and not confusing.
	+ Member Sizemore agreed with her and stated that we should wait until Members McDonald and Drouliskos are present to vote. She suggested that a Table of Contents be added and said she would create it. She will also clean up the headings so they are stylistically consistent, following up on suggestions made by Chair Hendricks.
	+ She will send the new document to the commission just after Labor Day.

**Old Business:**

**Open Forum:**

* The window and door replacement approved for 7011 Brink Road, the residence of Chair Hendricks, has been completed. He is delighted with the work that was done. The contractor personnel went above and beyond to repair some damage in the stained glass attic windows, because they love historic homes.
* St. Bartholomew’s Church is continuing interior work at Temperance Hall (6920 Sundown Road), staining the pine floor on the west half of the second level.
* Gas Station (21625 Laytonsville Road): Cars are in fact being repaired there. The Town Council is looking into whether this is legal. It is a residential lot and the gas station was grandfathered in.

**Miscellaneous:**

The next meeting will be Monday, September 19.

Member Sizemore moved to adjourn the meeting at 9:20. Member Bradsher seconded, and all approved.

Respectfully submitted,

Mary Burke