***Meeting Minutes of Planning Commission***

**Town of Laytonsville**

**December 1, 2016**

**Attendance:** Members Eric Wenger, Pete Stadler and Paul Simonetti were present. Members Mark Frankowski and Tim Shortley were absent. Secretary Charlene Dillingham and Mayor Jim Ruspi were present. . Chair Wenger called the meeting of the Planning Commission to order at 7:47 p.m. Mayor Ruspi issued the oath of office to Member Stadler and Member Simonetti.

Member Stadler made a motion to approve the minutes of the September meeting. Member Simonetti seconded the motion. **Unanimously approved.**

**Old Business:**

Annexation Update –Chair Wenger stated that a public hearing is scheduled for January 10, 2017 for the proposed annexation of the Allcock and Kline properties. The annexation documents were introduced in the November Town Council meeting. Chair Wenger commented that this annexation does exist in the comprehensive plan.

**New Business:**

Laytonsville Grove - Chair Wenger stated that the intention in the Laytonsville Grove subdivision is to retain trees and save the large trees. It was noted that the number of trees exceeds the state mandate by 600%. Town forester, Josh Maisel, wrote a letter to state this fact. Discussion was that the town should request the developer to post forestation signs. The town should also send a letter asking the developer to save as many trees as possible and request agreement. The town will own 20 acres of forested area within the subdivision.

Mayor Jim Ruspi of 7111 Brink Road commented that the Laytonsville Grove property was originally purchased by Natelli Communities but then sold to another builder. Mayor Ruspi asked if the plans for a gazebo were part of the subdivision plan. Chair Wenger stated that there was no written plan for the developer to provide a gazebo. Mayor Ruspi inquired whether the lighting plan for Laytonsville Grove was for LED lighting. He commented that the town is taking a fresh look at lighting and we should notify the builder to discuss what they intend to install.

Chair Wenger stated that the Planning Commission needs new members and asked for ideas of people who might be interested.

There being no further business, Member Stadler made a motion to adjourn the meeting at 8:34 p.m. Commission Member Simonettii seconded the motion. ***Unanimously approved.***

Respectfully submitted,

Charlene Dillingham

Secretary

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