

**LAYTONSVILLE HISTORIC DISTRICT COMMISSION
MEETING MINUTES
September 19, 2011**

Roll Call:

The regular meeting of the Laytonsville Historic District Commission (HDC) was called to order by Chair Sheree Wenger at 7:35 p.m. Commission Members Joann Howes, Jill Ruspi, Michele Shortley, Charley Hendricks and Alternate Lisa Simonetti were present.

Attendance: Guest Nancy Harding was present.

Minutes:

The minutes from the meeting of August 15, 2011, were presented and approved with minor changes.

Preliminary Statement by Chair:

The preliminary statement was not read.

Hearing for Application # HDC WP-02-11:

Hearing #HDC WP-02-11 was continued from the August meeting for St. Bartholomew's Episcopal Church request of a work permit for replacement of the basement windows on the property located at 21611 Laytonsville Road. The decision was made in August to leave the hearing open to look into resources that could provide an opinion on the window replacement, perhaps able to provide a functional window that would match the upper windows.

On September 15, Chair Wenger, Member Hendricks, Bill Fitts and Nancy Harding met with Mike Seebold who works in the restoration profession. After inspection of the windows, Mr. Seebold thought that the windows could be restored and offered to give a class for volunteers to help in the restoration of the church windows. He suggested that a storm window could be installed to provide energy efficiency and further protect the windows from the elements. Storm windows would be less expensive than replacing the existing windows.

Member Shortley commented that if the windows are easily savable that they should be left. Chair Wenger stated that the windows have been there since 1924 and are original contributing resources. The goal of the HDC is to preserve them. Member Hendricks, who is also a member of St. Bartholomew's church, stated that he shared those views and he felt it was in the best interest of the church to figure out a way to make the windows work for them. He stated that it serves the church and community well to not approve the sliding windows.

Chair Wenger closed the record.

Member Ruspi made the motion that regarding application HDC WP-02-11 for St. Bartholomew's Episcopal Church, the recommendation is that the original windows be restored with the additional option to have a single pane storm window made from wood and/or other recommended material, chosen at the churches discretion, to increase the energy efficiency of the window. The request for vinyl windows is denied. Member Shortley seconded the motion. The vote was unanimous.

New Business:

Nancy Harding asked if approval was necessary to landscape in front of the St. Bartholomew's Church rectory. Chair Wenger stated that approval from the tree committee was necessary if trees greater than 12 inches in diameter were being removed. Additionally, approval is necessary if new landscaping exceeds \$2500.

Chair Wenger stated that Larry and Michele Halvorson of 21521 Laytonsville Road had submitted a new application for replacement of their damaged copper gutters. A hearing will be scheduled for October 17, 2011.

Chair Wenger stated that a letter had been received from Bechtel requesting a 6 month extension on permit SE 01-10 to add a new antenna to the monopole at the Laytonsville Volunteer Fire Department. Construction has not started on the new antenna since the permit was issued six months ago, hence the extension request. Member Hendricks moved to extend permit SE 01-10 for an additional six months. Member Ruspi seconded the motion. The vote was unanimous.

Chair Wenger stated that the HDC needs to revisit the HDC guidelines and prepare another packet for residents. The HDC commission members agreed to re-familiarize themselves with prior work on the guidelines and forward any relevant information to Chair Wenger.

Old Business:

County Tax Credits – Chair Wenger stated that she is working on a letter to Historic District residents to make them aware that tax credits are available and that the HDC would help facilitate the application process. Additionally, Chair Wenger stated that the HDC had reviewed the tax credit application submitted by Charley Hendricks for the new roof on his property at 7011 Brink Road. The HDC found that his application met with the required criteria and approved his application to be submitted to the county.

Satellite Dishes – The Commission discussed the issue of satellite dishes being visible from the road on properties within the Historic District. Member Hendricks had photographed some of the properties and shared them with the other members. Chair Wenger stated that FCC regulations state that a signal cannot be denied to residents. Member Simonetti stated that she did not find it offensive. Member Ruspi commented that the HDC could ask residents to screen the dish as best as possible.

Adjournment:

There being no further business, Member Simonetti made the motion to adjourn the meeting which was seconded by Member Howes. Motion carried unanimously. The meeting adjourned at 9:10 p.m.

Respectfully submitted by,

Charlene Dillingham

Clerk, Town of Laytonsville