

Sykesville Historic District Commission Minutes

July 13, 2017

DRAFT

The Sykesville Historic District Commission (SHDC) meeting was held on July 13, 2017 in the Conference Room at the Sykesville Town House. Commissioner Fogg called the meeting to order at 7:00 P.M. The Pledge of Allegiance was recited.

PRESENT: Commissioners Norman Fogg, Melissa Clark and Michael Johnston. Council Member Stacy Link

STAFF: Dawn Ashbacher, Town Manager
Kerry Chaney, Town Clerk

SHDC MINUTES: April 4, 2017– all motioned to accept the minutes as written.

REVIEW OF APPLICATIONS:

- **# 17-11 Eagle Scout Project – Gazebo Upgrades**
Tommy Steinebrunner was in attendance to discuss this application. He proposes power washing and staining the gazebo wood, constructing benches and small tables, and creating a garden behind the gazebo. The garden will be low maintenance with perennials and mulch. It was suggested to use deer resistant plants so there is less of a chance that they will be eaten. Mr. Steinebrunner is working with a local landscaper to choose appropriate plants for the area. The tables will be two feet by two feet and will be moveable. The benches will seat three to four people and will be moveable. They will be stained to match the gazebo. Any remaining funds raised by Mr. Steinebrunner for this project will be donated to the Town for the continued maintenance of the gazebo and garden.
A motion was made by Council Member Link and seconded by Commissioner Johnston to approve the application for 7547 Main Street per the Street Furniture guidelines and the guidelines on page 57-57, Public Spaces and Landscape Features. All voted in favor.
- **#17-10 7610 Main Street Awning and Sign**
The applicants were in attendance for this application. The hanging sign and patio were removed from this application. The awning's lowest edge will be 96 inches above the sidewalk. There will not be any electrical needed for the sign. The sign will not take up more than 65% of the signboard area and the lettering will not exceed 18 inches. They are also requesting formal approval of the wood soffit, painted fascia, and circular vent covers that were informally approved via email.
A motion was made by Council Member Link and seconded by Commissioner Johnston to approve the hanging sign and awning for 7610 Main Street as they are in compliance with the guidelines on pages 34, Awnings, and 36-37, Applied Wall Signs, and to formally approve the wood soffit, painted fascia, and circular vent covers. All voted in favor with Commissioner Clark abstaining.

- **#17-08 Centennial Fountain Park Bike Rack**

This was for formal approval of an informal approval made via email. The concrete pad will be poured between the tracks as a base for the bike rack. It will be 5 feet by 17 feet. The bike rack is a flat metal rack shaped like a train; it will not be something that children can play on. The front will have a “cow pusher” type design that will be 3D and will hold more bikes. There were concerns over the loss of the greenspace in the park. The flags that are there denote Miss Utility and not the placement of two possible pads for the bikes to be placed on. If it is determined that there needs to be a more solid placement for the bikes on either side of the rack, pavers may be placed that are similar or identical to the pavers used around the fountain. Also part of this application is tree removal. Commissioner Clark motioned and Commissioner Johnston seconded to approve the bike rack in Centennial Fountain Park based on the Street Furniture guidelines. All voted in favor.

A flower created by the same blacksmith that will be creating the bike rack was shown to the SHDC. It is the Main Street Association’s plan to place some of these flowers on the garden sign along Main Street. Commissioner Clark suggested making sure the flowers would not be at head height and would not be in the reach of young children, as the edges are not dull.

- **#17-09 7526 Main Street Hanging Sign**

The applicant was not present for this application. The sign will be placed in the same location as the current sign and is not bigger than the current sign, so the clearance is maintained.

Council Member Link motioned and Commissioner Johnston seconded to approve the application for a hanging sign at 7526 Main Street as it is compliance with the guidelines on pages 38-39, Hanging Signs. All voted in favor.

- **Business Use of Sidewalks Applications**

Kerry Chaney, Town Clerk, distributed the letters to the Commissioners that were agreed upon at the last meeting. The Commissioners will distribute them to the business owners and will email Ms. Chaney once they have delivered the letters.

CLOSED SESSION:

The meeting is proposed to be closed pursuant to the General Provisions of the Annotated Code of Maryland, Section 3-305(b): (1) To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction; or any other personnel matter that affects one or more specific individuals.

Commissioner Fogg motioned and Council Member Link seconded to go into closed session at 7:36 P.M. All voted in favor.

Those in attendance: Commissioners Norman Fogg, Melissa Clark, and Michael Johnston, Council Member Stacy Link, Town Manager Dawn Ashbacher, Town Clerk Kerry Chaney, and Richard Wagner, David H. Gleason Associates.

- **Personnel** – Professional Services – Confidential Personal Information – no action

Commissioner Clark motioned and Commissioner Johnston seconded to return to open session at 8:43 P.M. All voted in favor.

#16-17 Warfield Complex Development Plan

The applicant submitted part of the total package they plan on submitting. Their goal is to get input so the full package can be submitted and approved.

They are working on grading Parcel E/F. The sticks of townhomes running north and south will be predominately flat. The sticks running east and west face the most grading changes with the need for stepped bays and possibly retaining walls between the townhomes and Springfield Avenue. Commissioner Clark suggested changing the ceiling heights of the buildings to create level window lines between the stepped bays, creating a more uniform look. Heel heights could also be adjusted to align the roofs. Mr. Wagner suggested regrading to make a three-story front and two-story back possible so the townhomes will step up more instead of sitting down in a ditch. This hadn't been considered by the applicant yet and would probably not get as much height as is wanted. Another suggestion was to use architectural features such as cross gable dormers to enhance the building heights.

Council Member Link and the Commissioners agreed that the applicant is heading in the right direction with respect to the townhomes along Springfield Avenue. They would like to see some consideration brought to changing the floor and ceiling heights to allow an even window line. Rear garages would also pick up height if the driveways are not over a 10% grade.

Richard Wagner submitted a memo in regards to the most recent update to the Pattern Book. He explained that on page 29 the "... " should be removed.

Commissioner Fogg motioned and Council Member Link seconded to approve Pattern Book 4.9 as amended by Mr. Wagner's memo dated July 10, 2017. All voted in favor.

BUSINESS:

- Observation of violations within the Historic District: There is now a motorhome in the Mueller lot. The Commissioners agreed that they do not want it there for an extended period of time.

CLOSED SESSION:

The meeting is proposed to be closed pursuant to the General Provisions of the Annotated Code

of Maryland, Section 3-305(b): (1) To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction; or any other personnel matter that affects one or more specific individuals.

Commissioner Fogg motioned and Council Member Link seconded to go into closed session at 9:46 P.M. All voted in favor.

Those in attendance: Commissioners Norman Fogg, Melissa Clark, and Michael Johnston, Council Member Stacy Link, Town Manager Dawn Ashbacher, and Town Clerk Kerry Chaney.

- **Personnel** – Professional Services – Confidential Personal Information – no action

Council Member Link motioned and Commissioner Clark seconded to return to open session at 10:10 P.M. All voted in favor.

ADJOURNMENT:

There being no further business, a motion was made by Council Member Link and seconded by Commissioner Clark to adjourn at 10:11 P.M. The motion carried unanimously.

Respectfully Submitted,
Kerry Chaney, Recording Secretary