

Sykesville Historic District Commission Minutes

May 23, 2017

DRAFT

The Sykesville Historic District Commission (SHDC) meeting was held on May 23, 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. Council Member Stacy Link

ABSENT; Commissioner Michael Johnston

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

REVIEW OF BUSINESS USE OF SIDEWALK PERMITS:

- # SW16-01 7606 Main Street
The Commissioners agreed the sign was in compliance with the Sandwich Board Sign guidelines and the clearance on the sidewalk was maintained with the sign in place.
- #SW 16-02 7604 Rear Main Street
The Commissioners agreed that the sign was not in compliance with the Sandwich Board Sign guidelines, as it is not a compatible material and is too light weight. Commissioner Fogg will deliver a letter to this store detailing the decision.
- #SW 16-03 7550 Main Street
The Commissioners agreed that the sandwich board sign was not in compliance with the Sandwich Board Sign guidelines, as it is not a compatible material, and the two signs in the flower pots are also not compatible signs. There were no dimensions provided for clearance of the sidewalk. Council Member Link will deliver a letter to this store detailing the Commission's findings.
- #SW 16-04 7615 Main Street
The Commissioners agreed that there was not enough information provided about the materials and dimensions of the sandwich board sign. Council Member Link will deliver a letter to this store asking for more information.
- #SW 16-05 7556 Main Street
This business recently moved. They will be asked to submit a new permit for any items they wish to place on the sidewalk at their new location.
- #SW 16-06 7568 Main Street
The Commissioners agreed that the dry erase sandwich board sign was not in compliance with the Sandwich Board Sign guidelines as it is a shiny, reflective surface and not a

compatible material. Commissioner Clark will deliver a letter to this business detailing the decision.

- #SW16-07 707 Sandosky Road
The Commissioners agreed that the benches appeared in compliance, however they would like more information on the materials of the bench. The sidewalk clearance is not maintained sufficiently by the placement of one of the benches. Commissioner Fogg will deliver a letter to this business explaining the necessary clearance and asking for more information about materials.
- #SW16-08 7547 Main Street
The Commissioners agreed the bench and flower pots are in compliance with the Street Furniture guidelines.
- #SW 16-09 7547 Main Street
The Commissioners agreed the flower pots are in compliance with the Street Furniture guidelines.
- #SW 16-10 7547 Main Street
The Commissioners agreed the flower pots are in compliance with the Street Furniture guidelines.
- #SW16-11 7611 Main Street
The Commissioners agreed that the sandwich board sign is not in compliance with the Sandwich Board Sign guidelines, as it is bigger than the maximum allowable sign, the materials are not compatible, and it is encroaching on the clearance of the sidewalk. Council Member Link will deliver a letter detailing the Commission's findings.
- #SW 16-12 7533 Main Street
The Commissioners asked for more information about the materials of the easel, bench, and planters, along with accurate dimensions of the sidewalk in order to accurately decide on this permit. Commissioner Fogg will deliver a letter to this business asking for more information.
- #SW 16-13 7540 Main Street
The Commissioners agreed that the sandwich board sign is not in compliance with the Sandwich Board Sign, as it is made of an incompatible material. Measurements of the sidewalk are also needed. Council Member Link will deliver a letter to this business owner detailing the Commission's decision.
- #SW16-14 7540 Main Street
The Commissioners asked for more information about the materials and the dimensions

of the sign and the sidewalk. An email will be sent asking for more information.

- #SW 16-15 7552 Main Street
The Commissioners agreed that the bench does not resemble a historically accurate bench for the Town's historical period. Dawn Ashbacher, Town Manager, will deliver a letter to this business detailing the Commission's decision.
- #SW 16-16 7541 Main Street
The Commission agreed that the proposed chalkboard would be in compliance with the Sandwich Board Sign guidelines, however dimensions of the sidewalk and the sign are needed. An email will be sent asking for more information.

Council Member Link motioned and Commissioner Clark seconded to approve SW 16-01 for 7606 Main Street, SW16-08 for 7547 Main Street, SW 16-09 for 7547 Main Street, and SW 16-10 for 7547 Main Street as they are in compliance with the Sandwich Board Sign guidelines and Street Furniture guidelines. All voted in favor.

#16-19 Warfield Complex Development Plan

Steve McCleaf was present to discuss what the applicant wishes to submit for the preliminary elevations. The applicant proposes they submit the following elevations as they do not want to provide elevations of all 145 townhomes.

- The front view of a stick of 5 townhomes
- The front view of a stick of 6 townhomes
- The side view of a 2 floor front, 3 floor rear townhome
- The side view of a 3 floor townhome
- The rear view of a stick of 4 townhomes
- The rear view of a stick of 6 townhomes

Mr. McCleaf believes these elevations will cover most of the various combinations of the different townhomes in Parcel E/F. The final design elevations from the builder will be more detailed and will encompass more of the townhomes than generic sticks. The builder will be part of the submissions by the final submission, if not sooner.

Richard Wagner, David H. Gleason Associates, suggests that, because there is considerable topography changes across the site, where different conditions occur each be shown. For example a stick of six townhomes with the ground floors all at the same elevation can be shown once and coded to the preliminary site plan, but if the stick of six townhomes has two first floor elevation, then that also needs to be shown as well.

For the three-dimensional representations between buildings and site features, the third bullet point on page nine, Mr. Wagner suggests including:

- A view from the residential complex's "public green" toward the historic

- buildings (similar to the old View 8)
- o A view from the Nexion Building to the residential area
- o A view from the entry at the traffic circle into the residential area
- o A view of the units along the road between the traffic circle and the entry to Warfield from Route 32
- o A view along the principal road inside the residential area (Road A) from the curve near Parcel F looking back towards the Public Green and the entry

The SHDC was in agreement that the proposed elevations from the applicant would be sufficient for the preliminary submission.

Mr. McCleaf and the applicant also believe that the Maryland Historical Trust's (MHT) allowed for Parcel E/F to be determined with less strict guidelines than the other historical parcels, as it is a non-contributing parcel. They would like to work more with the SHDC rather than with the MHT for the non-contributing parcels.

BUSINESS:

- June Meeting Date – Both Dawn Ashbacher, Town Manager, and Kerry Chaney, Town Clerk will be at the Maryland Municipal League Conference during the scheduled June meeting. It was decided to move the meeting to July 5 at 7 P.M.
- Tree Caliber – At one point, there was a discussion to change the diameter of trees that needed approval for removal within the Historic District. Council Member Link motioned and Commissioner Clark seconded to change the language from “Recommended to conserve trees 6” in caliber or greater” to “16” in caliber or greater”. All voted in favor.
- Observation of violations within the Historic District: It was noted that the empty lot next to the Mueller building needed to be mowed and a boat was for sale in it. It is unsightly and the boat should be removed.

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.

Council Member Link motioned and Commissioner Clark seconded to go into closed session at 8:48 P.M. All voted in favor.

Those in attendance: Commissioners Norman Fogg and Melissa Clark, Council Member Stacy Link, Town Manager Dawn Ashbacher, Town Clerk Kerry Chaney, and Steve McCleaf and Brittany Sink for the first part of the discussion.

Commissioner Michael Johnston was absent.

Items discussed were:

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

Commissioner Clark motioned and Council Member Link 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