

**Design Review Board
Minutes of Meeting**

**April 5, 2006
9:00 A.M.**

Present: Cheryl McGuire, Tim Hart, Jim Goldsmith, Bob Turgeon, Joann
Baierlein, Paddy Mudd
Excused: Judy Hamilton, Tim Berres
Town Staff: Carol Rollins and Gayle Curry

The meeting was called to order at 9:00 a.m. by Cheryl McGuire, chair.

Matters of Discussion

The Chapman Building, 600 Charles Street

The Central Business District Community Design Guidelines apply to this project.

The applicant has submitted an application which includes a master sign plan, written response to the guidelines, building elevations, site plan, and landscape plan.

The building elevations were approved by the Historic District Commission on February 23, 2006.

The site plan has been reviewed by Town staff and appears to be code compliant. The building is being repaired and renovated, and parking will remain at the rear of the site. Sidewalks have been added to the front and sides of the property.

The landscape plan has been forwarded to the Beautification Commission for review and comment.

The applicant is requesting approval of the master sign plan. Please refer to page 36, "D4 Signage" to determine if the proposed signage meets the applicable guidelines. The master sign plan appears to contain the elements required by the Town Code.

The Chairman asked that everyone stand for the pledge of allegiance. Mrs. McGuire asked that all cell phones be turned off for the meeting.

Mr. Ron L. Litten, Litten & Associates, Charles Street, La Plata, MD was present on behalf of the Chapman Building.

Mrs. McGuire asked Mrs. Winkler, Beautification Chair if she had reviewed the landscape plans and to date Mrs. Winkler had not.

Concurrence: Mr. Goldsmith made a motion to approve the Master Sign Plan as presented with the modifications of the total aggregate sign area to be changed from 75 sq. ft. to 55 sq. ft. Mr. Hart seconded the motion, the motion carried and was approved by all on the Board.

Edelen Station, South Maple Avenue

The Central Business District Community Design Guidelines apply to this project.

The Edelen Station site and landscape plan, signage, and architecture for the clubhouse, condominiums and townhouses were approved by the Design Review Board in 2005.

The applicant has submitted a design review application, letter explaining the proposed revisions to the clubhouse, building elevations, and site plan.

Parking is code compliant for the proposed clubhouse.

Ken King of Somerset Homes was present on behalf of Edelen Station.

Mr. King stated that they increased the size of the Clubhouse in order to add a fitness room to the building.

Concurrence: Mr. Turgeon made a motion to approve the building with the new modifications as presented. Mr. Goldsmith seconded the motion, motion carried and all were in favor. The building increase was approved by the Board.

Port Tobacco Players Theatre, 508 Charles Street

The Central Business District Community Design Guidelines apply to this project.

The applicant has submitted a design review application, building elevations, and site plan.

No additional parking will be required because the addition of a storage area will not increase the capacity of the building.

Richard Reckeweg and John Merit was present on behalf of the Port Tobacco Players, 508 Charles Street, La Plata, MD.

Concurrence: Mr. Goldsmith made a motion to approve the building as presented with the addition of the storage area behind the Theatre as presented. Mr. Turgeon seconded the motion, motion carried and approved by the Board.

Walgreens, 6300 Crain Highway

The Commercial Highway Community Design Guidelines apply to this project.

The applicant has submitted a design review application, written response to the guidelines, response to staff comments, preliminary site plan and building elevations.

A landscape plan has been submitted to the Beautification Commission for review and comment.

A master sign plan is not required for this project. The proposed detached sign (shown on Sheet A5.1) is not code compliant because it contains a LED display area, and the overall size of the sign exceeds the 70 square feet, 20 foot height maximum allowed. No incidental signage (entrance, exit, drive-thru) has been shown on the submitted plans. The proposed attached signage (awnings, wall and window) exceeds the 75 sq. ft. maximum allowed, and will need to be reduced.

This project will be presented to the Planning Commission after receiving approval from the Design Review Board. There are no access, land-use, nor adjacent properties use (buffer) issues that need to be addressed.

Sean Frost, Bohler Engineering, Sterling, VA, and Mike Castalito, Phillips Edison & Company were present on behalf Walgreens.

Concurrence: Board agreed that the South Elevation of the building is blank, something needs to be done about that. Parapets have no returns on them. Brick needs to be a little bit more red in color. Sign expectations - NO LED READER BOARDS. No pole signs either. They are to come back with the changes.

Paige's of Time Early Learning Center, 207 Kent Avenue

The Central Business District Community Design Guidelines apply to this project.

The applicant has submitted a design review application, written response to the guidelines, building elevations, site plan, and sign permit.

A landscape plan has been submitted to the Beautification Commission for review and comment.

A master sign plan is not required for this project. At 21 sq. ft., the proposed detached sign is code compliant (30 sq. ft., 12 ft. height maximum); however, the sign permit needs to be corrected to 21 sq. ft. (6 ft. by 3 ½ ft.) instead of 21 sq. ft. No building signage is proposed.

John Parlet, CMI General Contractors, Charlotte Hall, James Erdman, Ben Dyer & Associates, Ted Rogers, Owner, and Paige Austrander were present for this meeting.

For the record, Joanne Baierlein recused herself from this part of the meeting.

Concurrence: The Board agreed that the fence needs to be changed, the landscaping needs to be addressed as well as the dumpster needs to be changed. There were no comments on the building. The Board agreed that they will need to come back with the required changes as well as examples.

La Plata Commerce Center, Washington Avenue

This parcel of land was annexed by the Town of La Plata in 2005. The Commercial Highway Community Design Guidelines apply to this project per the approved annexation agreement.

The applicant has submitted a design review application, written response to the guidelines, building elevations, and preliminary site plan.

A landscape plan will be submitted to the Beautification Commission for review and comment.

A master sign plan will be required for this project.

This project is scheduled to be presented to the Planning Commission on April 4, 2006. A copy of the staff report for that meeting is attached for your information.

Steve Mote, 5 Oak Avenue, La Plata, John Parlett, CMI General Contractors, Michelle Bolton and Mike Gand of Bolton & Associates were present for this meeting.

For the record, Joanne Baierlein recused herself from this portion of the meeting.

Concurrence: The Board agreed that there need to be Coach lights for the lighting on the building, roof line needs to change - some stepping in between. They need to bring back the attached building signage as well as landscaping items.

Mr. Goldsmith made a motion to adjourn the meeting at 11:38 a.m. Mr. Hart seconded the motion, motion carried, meeting adjourned.