

Design Review Board
Town Hall, La Plata, Maryland
Meeting
April 6, 2011, 9:00 AM

Present: Chairman Robert Turgeon; Councilman Joe Norris; Joann Baierlein; Steve Urso; Judy Hamilton; David P. Gallagher; Jeannine James

Town Staff: David M. Jenkins, Director of Municipal Development; Danielle Mandley, Town Clerk; Michelle Miner, Assistant Town Manager; Theresa Dent, Senior Planner; Joy R. Mandley, Planning Assistant.

Minutes:

Chairman Turgeon called the meeting to order at 9:00 AM and led the Board and all attendees in reciting the Pledge of Allegiance.

Approval of March 16, 2011 minutes

Councilman Norris moved to approve the minutes of the March 16, 2011 meeting. Mr. Gallagher seconded the motion and it passed by unanimous vote.

Matters of Discussion and Review

- Commercial Highway Community Design Guidelines
- Central Business District and Central Business Transition District Community Design Guidelines

Mr. Jenkins, followed by Ms. Mandley presented the updated Commercial Highway, and Central Business and Central Business Transition District Community Design Guidelines. The presentation included a summary of the changes, to include a new cover design, current pictures, and restructuring of the sketches that demonstrate some of the suggested design elements.

Design Review Board Consensus: Following discussion the Board agreed to the following changes, which will be emailed when complete, and presented at the next meeting.

- Correct the inconsistencies' between the C-H and C-B Guidelines on pages 2,3, and 4
- Page 2, C-H Guidelines, re-write the next to last paragraph
- Page 3, C-B Guidelines, (1)copy the third and fourth paragraphs from the C-H Guidelines to replace the third and fourth paragraphs in the C-B Guidelines, (2) fourth paragraph, C-H and C-B Guidelines, second to last paragraph, insert "Staff Representative", immediately following "Design Review Board", (3) column 2, item 4., copy and insert the same in the C-H Guidelines, (4) column 2, fourth paragraph copy form C-H Guidelines and replace the same paragraph in the C-B Guidelines

- Page 4, C-H , paragraph 3 and C-B, paragraph 2, (1) replace “recent”, immediately following “many”, replace with “new”, (2) re-word the paragraph to be consistent in both the documents
- C-B Guidelines, pages 15 and 33, replace the aerial photographs with pictures that support the text
- C-H, page 27 and C-B Guidelines page 22, replace one of the sketches, demonstrating rooftop screening, with a photograph

► Other Business

Councilman Norris updated the DRB on various projects, including: WWTP ENR upgrade; Willow Lane Sewer Project; Tilghman Lake; State Road paving, and; CSX Crossing

During discussion, the Board expressed concern regarding the approval of the La Plata Village Square (formerly the Valentine Building), and requested information as to what recourse exists for the Board to reverse a motion for approval.

There being no further discussion, Councilman Norris moved to adjourn at 10:23 AM. Mr. Urso seconded the motion and it carried.

Submitted by:

Danielle Mandley
Town Clerk