

Approved as amended December 7, 2011

Design Review Board
Town Hall, La Plata, Maryland
Meeting
September 7, 2011, 9:00 AM

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

Town Staff: Theresa Dent, Senior Planner; Danielle Mandley, Town Clerk; James Yates, Manager of Inspections.

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 June 1 and June 15, 2011 minutes

Ms. James moved to approve the minutes of the June 1, 2011 meeting. Mr. Urso seconded the motion and it passed by unanimous vote.

Councilman Norris moved to approve the minutes of the June 15, 2011 meeting. Mr. Urso seconded the motion and it passed unanimously.

Councilman Norris introduced Reginald Kearny, who was appointed August 23, 2011 by the Council to serve as Alternate on the Board to fill an unexpired term until October 26, 2013.

Ms. Dent introduced Jimmy Yates to the members of the Board, as the new Manager of Inspections.

Matters of Discussion and Review

- Application for Master Sign Plan: La Plata Village Square

Ms. Dent summarized the staff report regarding the application for La Plata Village Square Master Sign Plan, which was included in the meeting packets.

Steve Valentine, Drury Drive, LLC., presented the La Plata Village Square application for Master Sign Plan approval. The presentation included information regarding the pylon sign that will have brick to match the building, tan brick accents, dark brown trim, crimson lettering, five (5) panels (1 for each tenant), with each panel restricted to one (1) line.

Board Consensus: Following discussion the Board agreed to further review the pylon sign at an upcoming meeting with the recommendation to make the sign base more prominent, show the sign with various heights in relation to the surrounding area, submit a photograph

reflecting the view of the proposed signage as seen from Route 301, match the pylon and directional signage, and show the landscaping, as proposed around the signage.

Chairman Turgeon moved to approve as amended the La Plata Village Square Master Sign Plan. Councilman Norris seconded the motion and it passed unanimously.

- Board Training and Education: Topics and Scheduling

Ms. Dent briefly described options for Board training and education.

Board Consensus: Following discussion the Board agreed that Town enforcement education regarding procedures would be a possible option.

► Other Business

- Staff Presentation – Board Meeting Packet Binders

Ms. Dent and Ms. Mandley presented the Board Meeting Packet Binders, which contain copies of Chapter 16 Design Review of the Town Code, Sign Regulations, and both sets of the Community Design Guidelines.

- Council Updates – Councilman Norris [*prior to Staff Presentation*]

Councilman Norris briefly discussed the New Ethics Ordinance scheduled for adoption by the Council September 27, 2011 and the requirements for the Board to submit annual financial disclosure statements.

Board Consensus: Following discussion the Board agreed that staff will provide copies of the Ethics Ordinance as adopted and a sample of the financial statement form.

- Planning and Community Development Project Updates – Theresa Dent

Ms. Dent discussed the pending Master Sign Plan application for Hawthorne Center.

The Board expressed concern regarding the lack of landscaping on the site of the Willow Lane Pump Station.

There being no further discussion, Ms. James moved to adjourn at 10:12 AM. Mr. Gallagher seconded the motion and it carried.

Submitted by:

Danielle Mandley
Town Clerk