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The regular meeting of the HDC / ARC Committee of the Town of New Market was held on Tuesday, April 10, 2018 in the Town Hall, 39 West Main Street, New Market, Maryland, with Chairman Kevin Witmer presiding. Members of the Committee present were Larry Wrinn, Steve Sykes, Andy Stacey and Town Council Liaison Shane Rossman. John Farrell was absent.

**CALL TO ORDER:** The meeting was called to order at 7:00 p.m.

**Administrative Business:**

*Minutes from April 10, 2018*

**Motion made by:** Larry, to accept the minutes as written.

**Seconded by:** Andy

**Discussion:** None

**Vote:** For – 3 (Steve, Larry, Andy), Against – 0, Abstain – 0, Absent –1(John)

The motion passed

*P&Z Liaison Report: No report given*

**HDC Business:**

*52-54 W. Main St. – Garage Permit*

Chairman Kevin Witmer gave the following oath to Ms. Barbara Frommer who is the representative of 52-54 W. Main St.

“Do you solemnly declare or affirm under the penalties of perjury that your testimony in this matter will be the truth?”

Ms. Fromer accepted.

Ms. Fromer presented her application to the board with window and door options that they had asked for from last month.

**Motion made by:** Larry, to accept the application as submitted with the adjustments made to be Board and Batten and the appropriate trim around the windows, doors and corners with 3-foot wood window frames.

**Seconded by:** Andy

**Public Comment:** None

**Vote:** For – 3 (Steve, Larry, Andy), Against – 0, Abstain – 0, Absent –1(John)

The motion passed

Commission Chair Signature: \_\_\_\_\_

*25 W. Main St. – Asphalt Driveway*

The applicant was not present at the meeting and the application will be postponed until next month.

*73 W. Main St. – Asphalt Driveway / Pergola*

Chairman Kevin Witmer gave the following oath to Mrs. Jenifer Ojeda who is the representative of 73 W. Main St.

“Do you solemnly declare or affirm under the penalties of perjury that your testimony in this matter will be the truth?”

Mrs. Ojeda accepted.

The board had concerns with the water run-off after the driveway is asphalted. Ms. Ojeda said the contractor will be re-directing the water away from the shop building.

*Asphalt Driveway*

**Motion made by: Steve**, to approve pending assurance that this is engineered to manage the storm water from the driveway into the existing stormwater management system.

**Seconded by: Larry**

**Public Comment: None**

**Vote: For – 3** (Steve, Larry, Andy), **Against – 0**, **Abstain – 0**, **Absent –1**(John)

The motion passed

Chairman Kevin Witmer gave the following oath to Mr. Daniel Ojeda who is the representative of 73 W. Main St.

“Do you solemnly declare or affirm under the penalties of perjury that your testimony in this matter will be the truth?”

Mr. Ojeda accepted.

*Pergola*

**Motion made by: Andy**, to accept the application as submitted.

**Seconded by: Larry**

**Public Comment: None**

**Vote: For – 3** (Steve, Larry, Andy), **Against – 0**, **Abstain – 0**, **Absent –1**(John)

The motion passed

*1 E. Main St. – Temporary Banner / Sign Permit*

Chairman Kevin Witmer gave the following oath to Ms. Colleen Opitz who is the representative of 1 E. Main St.

“Do you solemnly declare or affirm under the penalties of perjury that your testimony in this matter will be the truth?”

Ms. Opitz accepted

*Temporary Banner*

**Motion made by: Larry**, to accept the temporary banner as submitted.

**Seconded by: Steve**

**Public Comment: None**

**Vote: For – 3** (Steve, Larry, Andy), **Against – 0**, **Abstain – 0**, **Absent –1**(John)

The motion passed

*Sign Permit*

**Motion made by: Larry**, to approve the wooden sign with the stipulation the applicant will bring the final design back to show the board before the sign is installed.

**Seconded by: Andy**

**Public Comment: None**

**Vote: For – 3** (Steve, Larry, Andy), **Against – 0, Abstain – 0, Absent –1**(John)

The motion passed

**ARC Business:**

*175 W. Main St. – Parking Pad / Garage*

Chairman Kevin Witmer gave the following oath to Mr. Kyler Lahti who is the representative of 175 W. Main St.

“Do you solemnly declare or affirm under the penalties of perjury that your testimony in this matter will be the truth?”

Mr. Lahti accepted.

Chairman Kevin Witmer asked the applicant to let the board know if he plans to pave the parking pad in the future.

**Motion made by: Larry**, to accept the application with the understanding that it will be landscaped to give it screening from Main Street to be as appealing as possible.

**Seconded by: Andy**

**Public Comment: None**

**Vote: For – 3** (Steve, Larry, Andy), **Against – 0, Abstain – 0, Absent –1**(John)

The motion passed

*184 Dorchester Dr. – Deck Permit*

Chairman Kevin Witmer gave the following oath to Mr. Randy Granger who is the representative of 184 Dorchester Dr.

“Do you solemnly declare or affirm under the penalties of perjury that your testimony in this matter will be the truth?”

Mr. Granger accepted.

*Deck Permit*

**Motion made by: Larry**, to accept the application as submitted.

**Seconded by: Andy**

**Public Comment: None**

**Vote: For – 3** (Steve, Larry, Andy), **Against – 0, Abstain – 0, Absent –1**(John)

The motion passed

Royal Oaks Lighting

The applicant was not present at the meeting this will be added to a future agenda.

LOUYAA – Soccer Field Fence

Chairman Kevin Witmer gave the following oath to Ms. Kristalee Mellott and Ms. Amber Topovich who are the representatives of LOUYAA Park.

“Do you solemnly declare or affirm under the penalties of perjury that your testimony in this matter will be the truth?”

Ms. Mellott and Ms. Topovich accepted

LOUYAA is proposing to create a fenced in area to promote developmental of skills for the youth players on one of the soccer fields that currently is being used.

Board Member Steve Sykes would like to see the fence painted baseball green.

**Motion made by: Andy**, to accept the application as submitted.

**Seconded by: Larry**

**Amended by: Steve**, to paint the fence baseball green.

**Seconded by: Larry**

**Public Comment: None**

**Vote: For – 3** (Steve, Larry, Andy), **Against – 0**, **Abstain – 0**, **Absent –1**(John)

The motion passed

**Town Council Liaison Report:**

Councilman Rossman gave an update on the streetscape project and reported that it is coming to a close. There are some trees that still need to be replaced. Lawson's sidewalks have been completed. There are cracks in the sidewalks that the town is fixing with concrete repair patching and Councilman Rossman has been walking the town and filling them in as needed. The new Town Hall construction is getting ready to start soon and hopefully will be completed within about 8-12 weeks.

**Public Comments:** None

*Adjourn meeting*

**Motion made by: Steve**, to adjourn the meeting.

**Seconded by: Andy**

**Vote: For – 3** (Steve, Larry, Andy), **Against – 0**, **Abstain – 0**, **Absent –1**(John)

The motion passed

Respectfully submitted,

Karen Durbin

Clerk to HDC/ARC Commission