



HDC/ARC  
Minutes  
Tuesday, July 11, 2017

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The regular meeting of the HDC / ARC Committee of the Town of New Market was held on Tuesday, July 11, 2017 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. John Farrell and Town Council Liaison Shane Rossman were absent.

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

**Administrative Business:**

*Minutes from March 21, 2017*

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

**Seconded by: Steve**

**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*

**ARC Business:**

*Royal Oaks – Temporary Sign Permit*

Chairman Kevin Witmer gave the following oath to Mr. Eric Van Swol who is the representative of Royal Oaks Development 314 Nicholas Hall St.

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

Mr. Van Swol accepted.

**Motion made by: Larry**, to accept the temporary sign.

**Seconded by: Steve**

**Discussion: None**

**Public Comment: None**

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

The motion passed

*Town of New Market Event Committee – Temporary Sign Permit (Courtesy Review)*

The signs will be placed at the East and West end of Town prior to each event and removed after each event.

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

A handwritten signature in black ink, appearing to be "Kevin Witmer", is written over a horizontal line.

**Motion made by: Steve**, to approve the application as submitted.

**Seconded by: Larry**

**Discussion: None**

**Public Comment: None**

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

The motion passed

**HDC Business:**

*17 W. Main St. – Parking Pad*

Mrs. Karen Brenner, representative of 17 W. Main was present at the June meeting; however, since there was a lack of quorum, no action was taken in June. Mrs. Brenner was not present at the July meeting.

**Motion made by: Steve**, to approve the application as submitted.

**Seconded by: Andy**

**Discussion: None**

**Public Comment: None**

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

The motion passed

*Dog Waste Stations – Update*

Jennifer Runkles informed the board in June that the dog waste station that was proposed to be at the 40-42 W. Main St. location has been removed from the map. There will only be 9 stations in town.

*60 W. Main St. – Landscape Update*

Mr. Tobias Gregory representative of 60 W. Main was present at the June meeting; however, since there was a lack of quorum, no action was taken in June. Mr. Gregory was not present at the July meeting. Mr. Gregory's neighbor Jennifer Runkles brought up concerns about where the shrubs would be placed on Mr. Gregory's property so they were not planted on her property. Zoning Administrator Pat Faux, met with Mr. Gregory and Ms. Runkles on site to determine where the plantings will be and both parties were in agreement.

**Public Comments:** None

*Adjourn meeting*

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

**Seconded by: Larry**

**Vote: For – 4** (Larry, Steve, Andy), **Against – 0, Abstain – 0, Absent –1** (John)

The motion passed

Respectfully submitted,

Karen Durbin

Clerk to HDC/ARC Commission