



HDC/ARC
Minutes
Tuesday, March 21, 2017

The regular meeting of the HDC / ARC Committee of the Town of New Market was held on Tuesday, March 21, 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, John Farrell and Andy Stacey and Town Council Liaison Shane Rossman.

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

Administrative Business:

Minutes from February 14, 2017

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

Seconded by: John

Discussion: None

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

The motion passed

P&Z Liaison Report: No report given

HDC Business:

2 E. Main St. - Discuss Alterations & Repair Plan

Chairman Kevin Witmer gave the following oath to the contractor Mr. Brad Stephenson with Deck It Out located at 7731 River Rock Ct. Williamsport MD, and Ms. Jacqueline Barbour who is the representative of 2 E. Main St.

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

Mr. Stephenson and Ms. Barbour accepted.

Mr. Stephenson presented to the board the plan to repair 2 E. Main which includes: Removal of the two story porch addition that is falling down, board up any open windows or doors and open holes in the foundation along with removal of the debris around the property. Ms. Barbour also plans on repairing the gutters, paint the house and repairing the fence in stages and will keep the board updated on her timeline. Mr. Stephenson said that he will paint the plywood after they board up the back of the house to match the existing color.

Commission Chair Signature: _____

Motion made by: John to approve the demo permit as submitted to remove the two story back porch on the property at 2 E. Main and to ask the owner to paint a similar color so the plywood doesn't stand out on the back of the property.

Seconded by: Larry

Discussion: None

Public Comment: None

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

The motion passed

80 W. Main St. – Fence Permit / Shed/ Screen Door

Chairman Kevin Witmer gave the following oath to Marlene Kinze who is the representative of 80 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. Kinze accepted.

Motion made by: Larry, to accept the application as submitted with the understanding that she will check with the fencing provider to make sure the fence follows the contour of the land.

Seconded by: Andy

Discussion: None

Public Comment: None

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

The motion passed

60 W. Main St. – Landscaping Plan

Chairman Kevin Witmer gave the following oath to Mr. Tobias Gregory who is the representative of 60 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. Gregory accepted.

Mr. Gregory did not have a prepared landscape plan and asked the HDC/ARC board for input as to what they would like to see planted to screen the parking lot and take that back to his landscaper. Pat Faux had sent Mr. Gregory an email with screening specification requirements from the Land Development Ordinance. The board suggested giving the landscaper section 3.2.4 of the guidelines and bring back to the next meeting.

Motion made by: Larry, to accept the application with the guidance from the board going with section 3.2.4 which refers to buffers and screening of the LDO specifically referring to landscape buffer areas which include the following vegetative ground cover coniferous and deciduous shrubs and specimens of which will reach and maintain a minimum height of 5 feet of full vegetative growth and the plants will measure a minimum of 3 feet in height at the time of planting and are expected to attain a 5 foot height within 3 years of planting.

Seconded by: John

Discussion: None

Public Comment: None

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

The Board asked if Pat Faux would attend the next meeting to have discussions about the HDC/ARC Guidelines and the LDO.

ARC Business:

Royal Oaks House Elevation Approval – Elevation E&F for the New Market Model

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.

New Market Model - Elevation “E”

Motion made by: John, to accept New Market Model Elevation “E” as rendered.

Seconded by: Andy

Discussion: None

Public Comment: None

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

The motion passed

New Market Model - Elevation “F”

Motion made by: John, to accept New Market Model Elevation “F” as rendered.

Seconded by: Andy

Discussion: None

Public Comment: None

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

The motion passed

New Market Model - Elevation “F”

Motion made by: John, to accept New Market Model Elevation “F” as rendered with the option for the roof dormer to be deleted as an option.

Seconded by: Andy

Discussion: None

Public Comment: None

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

The motion passed

Royal Oaks – Lot 97 & Lot 84 – Request Front Entry Garage

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.

The Board would like for Mr. Van Swol to circulate a letter to the Royal Oaks homeowners and get their opinions on having these two lots with a front entry garage and report back to the HDC/ARC board.

Motion made by: Larry, regarding the request for front entry garage on Lot 84 we are in favor of since there is no physical way to fit a side load on that lot. On Lot 97 would like to get feedback first from the neighbors all around to make sure they are in agreement before approving.

Seconded by: John.

Motion amended by: Kevin, to circulate feedback letter to include both lots.

Seconded by: John

Discussion: None

Public Comment: None

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

The motion passed

Public Comments: None

Adjourn meeting

Motion made by: Larry, to adjourn the meeting.

Seconded by: John

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

The motion passed

Respectfully submitted,

Karen Durbin

Clerk to HDC/ARC Commission