



Peter Nagrod called the meeting to order at 7:30 p.m. Because of the Coronavirus pandemic, this meeting took place via ZOOM videoconference. In attendance were Commissioners Jon Cohen, Georgette Cole, Christine Dibble, Robert Johnson (Alternate), and Deb Mehlferber. Also in attendance was Historic Preservation Commission Chair Bob Booher.

Approval of Agenda: Georgette Cole moved to approve the agenda. Deb Mehlferber seconded the motion. The Commission removed 315 Grove Avenue (brick walk) and 123 Chestnut (lawnmower shed) as they were addressed last month. Chairman Nagrod asked to add the guardrail on Johnson Alley if time allowed. Approved: 5-0, as amended.

Building Permit Applications:

- 412 4th Avenue – Relocation of Shed – Update. Georgette Cole gave the history of an ordinance written to address properties with the same setback situation as this home. The proposed new placement of the shed would take away a substantial amount of light from the property next door (414 4th Ave.). In addition, there is a survey dispute with these two properties and this should be cleaned up before any further action. The current placement of the shed is fine with the immediate neighbors. The Commission decided to defer further discussion to next month or after the Comprehensive Plan is completed. Georgette Cole also stated with a little more time, the Commission could review all sheds in the area, their setbacks, and the ordinance(s) that regulate them.

Public Ways & Property Permits:

- **JJB Contractor for Comcast Cable – Brown Street & Railroad Street:** Georgette Cole reported the paperwork from the contractor is not complete. She communicated to them stating no permit will be reviewed without a tree save plan and an arborist review. She also explained the PW & PP must be submitted for review by September 8, 2021.

Public Appearances:

Historic Preservation Commission Chair Bob Booher reported September 22, 2021 has been selected for a joint meeting with the HPC, PC and TC to discuss the subject of demolition. A member of the Maryland Association of Historic District Commissions will attend.

Cator Property – Forest Conservation Plan Report: Georgette Cole and Deb Mehlferber are working on this item. Georgette reported the Town can produce their own documents to be used between the Town and a developer. The Commission discussed the following:

- Town Forestry & Beautification Committee will look after the trees
- Signage; “Conservation Area”
- Using the County Conservation Deed of Easement as a template
- Mowing the area (normal mowing, removal of weeds)
- Filing the Conservation Easement with the County

- Who is considered the developer? (Current owners)
- Town Cluster Development
- Who is responsible for infrastructure on the property?
- Who signs the Easement?

Georgette will send a copy of the Easement document to the Commission.

Approval of the Minutes – August 4, 2021: Deb Mehlferber moved to approve the August Planning Commission minutes. Jon Cohen seconded the motion. One administrative change was made. Approved: 5-0, as amended.

Report from Town Council: Christine Dibble reported the following:

- The Request For Proposal for Town Welcome Signs approved
- East & West Woods signs approved
- Approved Resolution 2021-10; Authorizing Deer Management Bow Hunting Sessions
- Approved naming of a path near the Lake entrance “Hutch’s Way”
- Announced Maintenance Supervisor Steve Werts’ retirement
- New speed humps proposed; one on Brown Street and one on Ridge Road
- Bike Path Task Force meeting tonight. Recommendations to TC by November 8
- Amended forms for McCathran Hall rental
- Audio & Video recordings of meetings
- Website content being revised

The Commission praised Christine Dibble for her fantastic upgrades on the Town website.

Border Committee – Update: Peter Nagrod reported the following:

- Request For Proposal for Town Welcome Signs went out after approval by the Town Council
- Brush at Daylily Lane cleared
- Identity fences have been installed
- Montgomery County will fix the sidewalk issue at the Commercial Corner either in the traditional way or by removing a Yew bush and putting the sidewalk behind the telephone pole

Comprehensive Plan Work Session Report (formerly called Master Plan) – Update: Georgette Cole reported things are moving along. The Maryland Department of Planning sent their comments about the plan and they will be addressed. The public hearing could happen in November.

Other Business: Marida Hines (204 Ridge Road) would like to enclose her carport. This action could further increase a non-compliance with a side setback. The Commission will recommend that Marida look for guidance from a Board of Zoning Case (Snyder) that was very similar to her property.

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Tammy Morgan's (108 Ridge Road) Cherry Avenue concerns and the guardrail on Johnson Alley will be placed on the agenda for the October meeting.

There being no further business, the meeting adjourned at 9:30 PM.

Kathryn L. Lehman, Town Clerk