

**MINUTES of the January 18, 2022. MEETING of the Commission
(via Zoom)**

**March 8, 2022
Adopted: March 15, 2022**

Members Present: The meeting began at approximately 7:30 p.m. Bob Booher, Wendy Harris, David Stopak, Mimi Styles, Jeff McCrehan and Darrell Anderson (council liaison) were present. Bob Booher took minutes.

1. Official Business

1.1 Approval of Agenda

Minor amendments to the proposed agenda were proposed and the revised agenda was unanimously approved.

1.2 Adoption of Minutes

December 2021 minutes were approved.

2. Review Session

2.1 Project Reviews

2.1.1 Kirk Greenway attended for an Early Consultation regarding modifications to his contributing house at 410 4th Avenue. Among the work items he intends are stabilization of the foundations and floor structure and a modest addition to the right side toward the rear of the house. He has encountered the typical ad-hoc nature of the older cottages and is trying to bring the lower parts of the structure up to code. The Commission commended him on his stewardship and noted that the intended location of the addition would likely be compatible with the original structure and in keeping with the other additions in place. No review was requested.

3. Old Business

3.1 New Alternate

Bob will contact Nancy Helme, who was considered to be the strongest candidate.

3.2 Historic landscape resources

3.2.1 List and maps of resources

Two maps showing the historic resources had been prepared by Johanna McCrehan. The first is based on the map from the Town directory and masterplan; the other based on a map from Montgomery County. The original intent was to have only one map that showed everything, but each of the two maps portrays the information differently. There was discussion about which information was best portrayed on which map. Bob will mark up each for discussion at the next meeting.

3.2.2 Archaeological resources

Heather Bouslog (County archaeologist) is now mapping other resources in the forested buffer. Wendy will continue to assist this work. The new sites will eventually be registered in the Maryland Historical Trust's database.

3.3 Bike path Liaison Group

The Mayor appointed a group to work with Montgomery County DOT as the design of the shared-use pathway progresses. Bob and Wendy have agreed to be members.

3.4 Preservation/demolition ordinance plan

David will map out how we should approach developing an ordinance.

3.5 Changes to Architectural Survey

It was agreed that issuing errata for any needed changes was the best way. Before doing this, we should do a survey of residents to gather any other changes that need to be made.

3.6 Committee reports

3.6.1 Border Committee

Bob reported that this committee will be conducting future planning exercises for Washington Grove Lane and Railroad Street and has invited members of other committees to take part. Bob and Jeff have volunteered.

3.6.2 Lighting Committee

Bob reported that this committee has hired a lighting consultant to help the Town assess purchase of the streetlights and to advise with designing possible walkway lighting.

3.6.3 Sustainability Committee

After a presentation by the Sustainability Group, the Town Council approved moving forward with the electric vehicle chargers proposed by Pepco to be installed on Town property, but the location has yet to be decided. A general public presentation will be made in February to interested parties.

3.7 Bulletin

Mimi will be submitting a piece from the Nomination that describes the commercial activities historically in the area where the hotel used to be and the Woman's Club is now.

3.8 PC Meeting Report – No report

3.9 TC report

Jeff McCrehan was appointed as a full member of the Commission.

The Shared Use appointments and EV charger actions were discussed above.

The Council thanked Steve Wertz and Terry Cox for their service to the Town and noted that when COVID allows in-person gatherings, we will hold a celebration for those who have retired during the pandemic.

4. New Business

4.1 Minutes

Jeff has requested that the responsibility for minutes be shared amongst all the members.

5. Adjournment

The meeting was adjourned. The next meeting will be Tuesday, February 15, 2022, at 7:30pm via Zoom.