

**MINUTES of the April 16, 2024, MEETING of the Commission
(via Zoom)**

Adopted May 21, 2024

Members Present: The meeting began at approximately 7:40 p.m. Bob Booher, Bill Earl, Wendy Harris, and Mimi Styles were present. David Stopak, Marilynn Frey, and Rob Gilmore, TC liaison, did not attend.

Approval of Agenda

Minor modifications to the proposed agenda were made and it was unanimously approved.

Adoption of Minutes

The minutes of the March meeting were unanimously approved.

Review Session

HPC reviewed the proposed addition at 204 Ridge Road with the participation of homeowners Marida Hines and Terri Johnson. Mimi will write up the preliminary review.

HPC also reviewed the modifications proposed by homeowners Craig and Mary Lou English who wish to incorporate an ADU within the existing envelope of their residence at 301 Maple Avenue. Mimi will write up the review.

New Member

The mayor has appointed Bill Earl to the HPC and he was welcomed as a new member at this meeting. Bob said that he believed Samatha was being appointed as the new alternate member at this evening's concurrent TC meeting.

ADU Zoning Text Amendment

At the time of HPC's March meeting it was known that the TC did not accept the "enabling" language that David has worked on (with the cooperation of the PC). Another attempt was made to craft acceptable language, but it too was rejected by the TC at their April meeting. Current TC language stresses the "**voluntary** recommended guidelines for new construction as defined by the Historic Preservation Commission" and it is unclear whether the PC would be empowered to decline to approve a permit that failed to take into consideration HPC recommendations.

Bulletin Material

For the May bulletin, Mimi has prepared an entry about NPS Preservation Brief 3, Improving Energy Efficiency in Historic Buildings.

Planning Commission Meeting – Marilynn Frey was scheduled to cover the April PC meeting, but was absent from our meeting, so there was no report.

Town Council Meeting Report

Rob Gilmore was not present to give an official report. Bob attended the April TC meeting and reported that the main topic was the ADU text amendment, covered above.

Stormwater RFP

The stormwater RFP may be acted upon at the concurrent TC meeting. Bob was involved in this and reports that firms will be asked for “design/build” proposals to remedy problem areas in residential areas with the ultimate goal of reducing the amount of stormwater going into the West Woods. The Town has a \$750,000 budget from a state grant and ARPA funds. Funds for the project will need to be committed by the end of 2024. The areas likely affected were reviewed and include areas between Acorn Lane and Oak Street (north/south) and Chestnut Road and Hickory Road/Washington Grove Lane (east/west). The plans will eventually come to HPC because the public ways will be affected.

Commercial Corner

Bob reviewed progress that has been made with the owner of the Commercial Corner, especially re the demolition of the dumpster surround and an expressed interest in possible mixed-use redevelopment. He also gave an overview of the proposed Gaithersburg shared-use path, especially as it passes the Commercial Corner. Likely a traffic lane between Hickory and the entrance to the parking lot will be sacrificed to the path. There will be opportunities to remove asphalt in the parking area, and introduce trees and other plantings, as part of the path connection to Brown Street. Bob has sketched some ideas and shared them with the Gateway Committee and folks who are negotiating with Gaithersburg on the shared path.

HPC Annual Award

Mimi had prepared a table that included a listing of projects reviewed over the past two years; it included photographs of completed projects. This year’s recipient was agreed upon unanimously, and a certificate to be presented at the annual town meeting will be prepared, and bronze plaque will be ordered.

Adjournment

The meeting was adjourned at approximately 9:00 pm. The next meeting will be on Tuesday, May 21, at 7:30pm via Zoom.