

DRAFT



a CHARACTER COUNTS! City

**CITY OF GAITHERSBURG
MINUTES OF THE NOVEMBER 19, 2007
HISTORIC DISTRICT COMMISSION MEETING**

A meeting of the Historic District Commission was called to order at 9:45 p.m., Chair Katz presiding. Commissioners present: Ashman, Drzyzgula, Marraffa, Sesma, and Spiegel. Staff present: Acting City Manager Arnoult, Planner Marsh and Executive Assistant Stokes.

The new Historic District Commissioners affirmed that they read and reviewed the record and watched the video from the previous meeting to vote on the following:

APPROVAL OF MINUTES

Motion was made by Commissioner Marraffa, seconded by Commissioner Sesma, that the minutes of a Historic District Commission meeting held October 15, 2007, be approved.

Vote: 6-0

ELECTION OF COMMISSION VICE CHAIR

Motion was made by Council Member Sesma and seconded by Council Member Ashman, that Council Member Marraffa be elected to serve as Vice Chair of the Commission for a period of one (1) year.

Vote: 6-0

CERTIFICATE OF APPROVAL

• **HAWP-29F - Applicant: Beverly Stalker. 11 Brookes Avenue, Tree Removal Request**

Motion was made by Historic District Commissioner Marraffa, seconded by Commissioner Ashman, that the Historic District Commission grant approval of HAWP-29F and issue the Certificate of Approval, finding, based on the record before HPAC and for the reasons articulated by HPAC, that the application meets Secretary of Interior Standards Two and the Brookes, Russell, Walker Historic District Design Guidelines.

Vote: 6-0

ADJOURNMENT

There being no further business to come before the Historic District Commission, the meeting was duly adjourned at 9:47 p.m.

Respectfully submitted,

Doris R. Stokes

Executive Assistant