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**CITY OF GAITHERSBURG
MINUTES OF THE DECEMBER 17, 2007
HISTORIC DISTRICT COMMISSION MEETING**

A meeting of the Historic District Commission was called to order at 8:32 p.m., Chair Katz presiding. Commissioners present: Ashman, Drzyzgula, Marraffa, Sesma, and Spiegel. Staff present: Acting City Manager Arnoult, Planners Marsh and Patula, and Executive Assistant Stokes.

APPROVAL OF MINUTES

Motion was made by Commissioner Marraffa, seconded by Commissioner Spiegel, that the minutes of a Historic District Commission meeting held November 19, 2007, be approved.

Vote: 6-0

CERTIFICATES OF APPROVAL

COMMISSIONER DRZYZGULA RECUSED HERSELF FROM THE MEETING AT 8:33 P.M.
DUE TO A CONFLICT WITH THE NEXT AGENDA ITEM.

• **HAWP-36G - Applicants: Bob and Cathy Drzyzgula, 16 Walker Avenue, Tree Removal**

Motion was made by Historic District Commissioner Sesma, seconded by Commissioner Ashman, that the Historic District Commission grant approval of HAWP-36G 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: 5-0

COMMISSIONER DRZYZGULA RETURNED TO THE MEETING AT 8:34 P.M.

- **HAWP-95A (Retroactive) - Applicant: Irfan Khan, 112 Meem Avenue, Request for Amendment to HAWP-95 (Retroactive), for a Change of Materials/Window Style/Roof**

On September 17, 2007, the Historic District Commission (HDC) held a public hearing on the above application which addressed changes to the front addition of the house and other modifications. Policy Discussion was held on October 16, 2007 and the HDC remanded the application to the HPAC to assist the applicant with the design elements. Revised drawings went before the HPAC which brought the architectural elements to a better standard of compatibility with the existing house. Commissioner Marraffa questioned whether work approvals and permits had been resolved. Planner Patula stated that they have and that Permit Coordinator Dennison will work closely with the applicant to ensure that any and all work approvals and permits go through the proper issuance process.

Motion was made by Historic District Commissioner Marraffa, seconded by Commissioner Ashman, that the Historic District Commission grant approval of HAWP-95A and issue the Certificate of Approval, finding, based on the record before HPAC and the record of the HDC, and for the reasons articulated by HPAC following the remanded application by the HDC, that the application meets the Chestnut/Meem Historic District Design Guidelines for additions.

Vote: 6-0

Chair Katz noted that it was the last meeting for Planner Patula who will be retiring from the City and thanked her for more than 18 years of service.

CHAIR KATZ RECUSED HIMSELF FROM THE MEETING AT 8:38 P.M. DUE TO A CONFLICT WITH THE NEXT AGENDA ITEM. VICE-CHAIR MARRAFFA PRESIDED OVER THE MEETING.

POLICY DISCUSSION

- **Demolition Request: Applicant: James Clifford, Demolition of Two Garages at 316 East Diamond Avenue**

Planner Marsh stated that due to the age of the two garages, the request was forwarded to the HPAC for a recommendation on the historic, cultural and/or architectural significance. On December 6, 2007, the HPAC made a recommendation noting that the garages did not meet the criteria for historic designation finding a lack of significance in architecture, history, or presence in the community.

The HDC directed Acting City Manager Arnoult to issue demolition permits with the condition requiring the applicant to complete a photographic inventory and materials be salvaged or reused from the garages where possible.

CHAIR KATZ RETURNED TO PRESIDE OVER THE MEETING AT 8:40 P.M.

ADJOURNMENT

There being no further business to come before the Historic District Commission, the meeting was duly adjourned at 8:40 p.m.

Respectfully submitted,

Doris R. Stokes

Executive Assistant