

MINUTES

TALBOT COUNTY HISTORIC PRESERVATION COMMISSION

2 February 2009

I. ROLL CALL

The regular monthly meeting of the Talbot County Historic Preservation Commission was called to order at 9:40 AM on Monday, 2 February 2009. Those members in attendance were Ms. Peggy Pickall, Chairperson, Mrs. Christine Dayton, Ms. Kathleen Kurtz, Mrs. Kearby Parker, and Mr. Robert Arnouts. Mrs. Polly Shannahan and Mr. Eric Lowery were not present. Representing the County were Mr. Martin Sokolich and Ms. Florence Ball.

II. CURRENT BUSINESS

- A. REVIEW OF 5 JANUARY 2009 MINUTES – The minutes from the regular meeting of the Talbot County Historic Preservation Commission which convened on 5 January 2009 were read, and no corrections were noted. *Mrs. Kearby Parker moved to approve the minutes as read. The motion was seconded and carried.*
- B. DEMOLITION DELAY ORDINANCE – Mr. Robert Arnouts said Mr. Martin Sokolich and Ms. Florence Ball emailed him with their edits and comments of his first draft of the Demolition Delay Ordinance, and he has no problem with the edits. He did have some questions about some comments in one particular portion of the documents which suggested that some of the requirements that might not be accepted for use in Talbot County. He said he used wording almost identical to that of a similar ordinance used in Massachusetts. He would like some input from the commissioners suggesting how he might change the language to be more appropriate for Talbot County. Mr. Martin Sokolich and Ms. Florence Ball said their comments were based upon their knowledge of the current Talbot County Zoning Ordinance and were they attempting to eliminate anything that might be in conflict. Mr. Robert Arnouts said he will take the staff comments and rework his original draft. He will delay changing the portion in question until he gets more input from the rest of the commissioners. He will then submit it to the County Attorney for his review and comment.
- C. 925 PORT STREET (T-347) – Mr. Martin Sokolich had copies of some letters regarding the 925 Port Street House report that he gave to Ms. Peggy Pickall. Ms. Pickall said she will talk to Rick Towle of the Talbot County Department of Parks and Recreation about trying to get on their agenda

regarding their plans for the use of the property.

- D. TCHPC BUDGET – Ms. Peggy Pickall said she has concerns about how the current economic crisis might affect the Commission’s budget needs. She is concerned whether the County Council will consider funds already allocated for use for matching grants as monies that should be deducted from the upcoming budget year, or whether they would be posted as money not spent. Ms. Kathleen Kurtz reminded Ms. Pickall to include the plaques as an expense. Ms. Pickall said she will include \$2,100 for education, \$200 for the plaque, and the grant set-aside amounts as expenditures. She asked how much should be projected to cover the cost of having a consultant write the TCHPC guidelines. Mrs. Christine Dayton said she estimates the consultant’s fee might be approximately \$5,000 plus the cost of advertising for the consultant work. She suggested including Mr. Eric Lowery in preparing the budget, since he is the Treasurer. Ms. Pickall said she will get in touch with him. She plans to work with Mr. Martin Sokolich to get the budget into final form. Mr. Sokolich suggested utilizing Susan West Montgomery as a resource for templates for guidelines and/or for an estimate of the cost.
- E. HISTORIC PLAQUE AT LONGWOODS SCHOOL – There was some discussion about who would install the plaque on the schoolhouse. Ms. Pickall will contact the Department of Public Works and arrange for its installation. It was further discussed that the photo coverage could be done once it is installed.
- F. SITE VISIT DESTINATION – The site visit for February will be the Longwoods Schoolhouse (T-69). It was discussed which date the site visit should be planned, since 16 February is a County holiday. It was decided that Tuesday, 17 February would best suit everyone. It was also discussed whether the County Council should be invited to attend the plaque presentation ceremony. Ms. Peggy Pickall will advise the County Council that TCHPC is formally presenting the plaque to the Schoolhouse on that day, should any of them wish to attend.

III. NEW BUSINESS

- A. DISCUSSION OF PRESERVATION MARYLAND CIRCUIT REPORT REGARDING TCHPC - Ms. Peggy Pickall said one of the suggestions from Susan West Montgomery’s report was to put the application materials utilized by TCHPC on the website so they can be readily accessed by the public. As discussed at last month’s meeting, Ms. Florence Ball responded to this suggestion by upgrading the current TCHPC work permit application and instructions, and also by adding a three-page application checklist to assist applicants in assembling the appropriate submittals. The checklist was broken down into five different categories of projects with customized checklists for each one. Ms. Peggy Pickall asked the Commissioners if

anyone had suggestions for further revision. Mrs. Christine Dayton suggested adding a request for as-built drawings to two of the categories on the checklist; particularly the one for new construction. It was also suggested that something be added to express the need for the applicant to attend the hearing. Ms. Peggy Pickall asked that something be added to the application asking whether the applicant intends to apply for tax credits, as was suggested in Susan West Montgomery's circuit report. Ms. Florence Ball said she would see that these things are added to the documents, and when done, will email the changes to the commissioners for their review.

Ms. Peggy Pickall suggested tabling further discussion of the other items in the circuit report until the next meeting. All were in agreement.

- B. NEXT SITE VISIT – Longwoods School (T-69) Tuesday, 17 February 2009 at 9:30 am. The Commissioners will meet at the Acme parking lot in Easton. The presentation of the plaque identifying the schoolhouse as a Talbot County Historic Preservation Overlay property will be conducted at the site.

NEXT MEETING - Monday, 2 March 2009 at 9:30 am at the Bradley Room in the South Wing of the Courthouse.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS ADJOURNED AT 10:52 am.

10 February 2009