



City of Laurel Historic District Commission

8103 Sandy Spring Road Laurel, MD 20707

phone (301) 725-5300 • fax (301) 725-5068

www.cityoflaurel.org • ecd@laurel.md.us

EIGHT HUNDRED NINETY FIRST MEETING TUESDAY – MAY 19, 2026– 6:00 P.M. - REGULAR AGENDA

This meeting will be held virtually via Zoom

To sign up to speak, please preregister here: <https://cityoflaurel.org/register-to-speak>. Applicants do not need to sign up to speak and have no time limit. There will be a three (3) minute limit for each guest speaker. If you cannot attend but wish to submit comments for the record, please email them to ecd@laurel.md.us

1. Roll Call.
2. Approval of the Minutes for the Regular meeting held on **March 17, 2026**.
3. Approval of the Minutes for the Regular meeting held on **April 21, 2026**.
4. **HDC-R2026-0081** for **322 Main Street**, submitted by **Donald Thomas/ Signarama of Laurel** on behalf of the owner, Applicant is seeking approval to replace current aluminum awning frame with new vinyl fabric in black awning with white text: "K & T Security Services - 322 Main Street - Downs Law Firm, P.C".
5. **HDC-R2026-0089** for **114 St. Mary's Place**, submitted by **Michael LaFleur**, Applicant is seeking approval to replace asphalt roof shingles on sloped roofs at church, parish residence/office, garage and hallway from school to church. Current roofing is gray 3 tab and new roofing will be Timberline GAF HDZ in architectural style in charcoal, slate or pewter color.
6. **HDC-R2026-0091** for **613 Prince George Street**, submitted by **Janine Shaffer**, Applicant is seeking approval to replace floor from wood to Trex composite in Rocky Harbor material. Also change steps and railings on front porch from wood with white Trex railing system.
7. **HDC-R2026-0090** for **109 Brashears Street**, submitted by **James & Monica Hyde**, Applicant is seeking approval to install new lighting, fence, landscaping and replace shrubs in front yard.

Tax Credits:

HDC-R2026-0069 for **30 Post Office Avenue**, submitted by **John Kish** for for replacement of 3-tab black shingled roof with architectural black roof, approved under for HDC-2025-0040 for replacement of 3-tab black shingled roof with architectural black roof. The material cost was \$17,300.00; proof of payment was \$17,300.00 and tax credit amount is **\$1,730.00**.

Staff Approvals:

HDC-R2026-0072 for **931 Montgomery Street**, submitted by **Carina Mack-Caldwell**, Applicant is seeking retro-active approval to replace light gray 3-tab roof with charcoal architectural style roof. Original roof was leaking. The applicant sent photos showing damage to interior of home. A correction order was originally issued; however, the work was already complete.

HDC-R2026-0070 for **201 Wilson Street**, submitted by **Stuart Grooby**, Applicant is seeking approval to replace light gray 3-tab roof with gray 3-tab roof. A correction order was issued in March 2026.

HDC-R2026-0058 for **419 Montgomery Street**, submitted by **Donald Jordan**, Applicant is seeking approval to replace front steps (concrete and brick) and black spiral railing with "in-kind" style and materials.

HDC-R2026-0068 for **704 Main Street**, submitted by **Nancy Steinecke**, Applicant request to repair front stone steps badly damaged by snowstorms. Reposition current loose flagstones, re-incorporate granite steps (currently stored in backyard) and add proper water drainage.

HDC-R2026-00 for **1201 Sandy Spring Road**, submitted by **Richard McLaughlin** on behalf of Ivy Hill Cemetery, request to remove dead cherry tree, confirmed by Bartlett Tree Experts. Applicant agrees to replant new trees on property. Staff suggested planting native trees.

8. Adjourn



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EIGHT HUNDRED AND EIGHTY NINTH MEETING
TUESDAY – March 17, 2026– 6:00 P.M.

This meeting was conducted in-person

Convened: 6:00 P.M.

Adjourned 6:23 P.M.

Commissioners Present:

Margie McCeney, Chair
Marlene Frazier, Vice-Chair
Lakisha Muhammad
Mary Eileen Leszcz
Oscar De La Puente

Staff Present:

Jay Meashey, Director, ECD
Sydney Woodland, Admin. Assistant, ECD
Alexis Williams, Planner I, ECD
Charlotte Freedberg, Communications

Commissioners Absent: Two (2)

Citizens Present: Five (5)

Chairwoman McCeney called the meeting to order at 6:00 p.m. and read the opening statement.

Chairwoman McCeney asked for a roll call. Five (5) Commissioners answered present, constituting a quorum.

Chairwoman McCeney asked if there were any corrections to the Minutes from the Regular HDC meeting held on February 17, 2026.

There were none.

On a motion by Ms. Frazier seconded by Mr. De La Puente, the minutes were approved on (5) five affirmative votes.

HDC-2026-0053 for 522 Main Street, submitted by St. Philips Episcopal Church, Applicant is seeking approval to replace two existing black metal hand railings at the chapel building on the church campus.

The applicant was present.

On a motion by Mr. De La Puente, seconded by Ms. Leszcz, the application was approved on (5) five affirmative votes.

HDC-2026-0061 for 108 Seventh Street, submitted by **Erika Leggette**, Applicant is seeking approval to replace current brown/gray asphalt shingled roof with onyx black asphalt shingled roof.

The applicant was present.

On a motion by Ms. Muhammad, seconded by Mr. De La Puente, the application was approved on (5) five affirmative votes.

HDC-2026-0064 for 25 Post Office Avenue, submitted by **Margaret Samuels**, Applicant is seeking approval to **construct a detached two-car garage and extend the existing driveway to the proposed garage, including a turnaround area.**

The applicant was present.

Chairwoman McCeney asked if the applicant has a double lot and if the applicant decided to sell the lot could they. Planner I, Alexis Williams stated the applicant could sell the lot if they chose to. Ms. McCeney stated it seems like a lot of paving due to the green space requirements. Planner I, Alexis Williams stated since the property is considered one parcel, it adheres to guidelines. Ms. McCeney asked if the applicant considered Permeable pavement since the property is so close to the river. The applicant stated she is trying to match what is currently there and the existing driveway is currently asphalt. Ms. Frazier complimented the applicant on the placement of the project.

On a motion by Ms. Frazier, seconded by Mr. De La Puente, the application was approved on (5) five affirmative votes.

HDC-2026-0067 for 327 Prince George Street, submitted by **Mary Sullivan**, Applicant is seeking approval to **install Elevate Ultraply TPO roof in white and install CertainTeed Cedar Impressions Perfection Shingles Double 7" straight edge siding in Wedgewood Blue on the new addition to the existing home.**

The applicant was present.

The applicant stated the roof necessitated a change in what was approved before because the slope of the new addition roof just met manufacturers' recommendations for the slope. However, the contractor's recommended the TPO flat roof. The applicant stated the roof will be white because it has a longer warranty than any other color. The applicant also added that the siding that was approved before didn't match with what is on the current house, so they decided to do the Cedar Impressions to be consistent with the rest of the home. Mr. De La Puente asked if the proposed addition siding color is close to the siding color on the main house. The applicant stated no, the whole house will have new siding.

On a motion by Ms. Leszcz, seconded by Ms. Frazier, the application was approved on (4) four affirmative votes with Ms. Muhammad voting no.

Director Jay Meashey made a comment that this will be HDC Coordinator Sydney Woodland's last meeting as she will be pursuing different career opportunities and all HDC matters should be directed to Brooke Herring for the time being. The Commission thanked Sydney Woodland for her time.

Minutes Approved:

Date:



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EIGHT HUNDRED NINETIETH MEETING
TUESDAY – APRIL 21, 2026– 6:00 P.M.
MINUTES

This meeting was conducted virtually via Zoom

Convened: 6:00 P.M.

Adjourned 6:09 P.M.

Commissioners Present:

Council President Smith
Marlene Frazier, Vice-Chair
Lakisha Muhammad
Mary Eileen Leszcz
Nancy Steinecke
Oscar De La Puente

Staff Present:

Jay Meashey, Director, ECD
Raven Nee, Deputy Director, ECD
Brooke Herring, Comm. Dev. Coordinator, ECD
Alexis Williams, Planner I, ECD
Charlotte Freedberg, Comms

Commissioners Absent: One (1)

Citizens Present: Three (3)

Vice Chair, Frazier called the meeting to order at 6:00 p.m. and read the opening statement.

Vice Chair Frazier asked for a roll call. Five (5) Commissioners answered present, constituting a quorum.

Vice Chair Frazier asked if there were any corrections to the minutes from the regular HDC meeting held on March 17, 2026. Ms. Leszcz initially moved to approve the minutes as presented, with Mr. De La Puente seconding the motion. Before a final vote could be called, Ms. Muhammad noted that several applications from the previous meeting were missing from the minutes, specifically HDC-2026-0061 for 108 Seventh Street, HDC-2026-0064 for 25 Post Office Avenue, and HDC-2026-0063 for 327 Prince George Street. She questioned whether these were staff approvals or full requests.

Director Meashey apologized for the error, explaining that the last meeting was Sydney's final meeting with the city and there had been a transition disconnect between getting the correct minutes from Sydney to Brooke. He confirmed that the complete minutes would be provided at the next meeting and thanked Ms. Muhammad for bringing the issue to their attention.

Following the discussion about missing applications, the motion was **withdrawn** to allow staff time to prepare accurate minutes for the next meeting.

HDC-2026-0075 for 319 Laurel Avenue, submitted by **Caitlin Lewis**, Applicant is seeking approval to **add (2) two sets of wooden raspberry trellises in the front yard**. The applicant was present to represent the application and confirmed that the request was simply for two different raspberry trellises to be installed in the front yard, which required commission approval due to their front yard location. Vice chair Frazier noted that the application was very well documented with extensive photographs. There was no further discussion.

Ms. Steinecke joined the meeting.

On a motion by Ms. Muhammad seconded by Council President Smith, the application for 319 Laurel Avenue was approved on (6) six affirmative votes.

Staff Approvals:

HDC-R2026-0071 for 370 Main Street, submitted by **Bruce Behnami**, Applicant is seeking approval to replace leaking roof and siding due to fire damage. The City Administrator approved this request on 3/20/2026.

There was no discussion regarding the staff approval.

Minutes Approved:

Date:



**MAYOR AND CITY COUNCIL OF LAUREL
DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT**

8103 Sandy Spring Road • Laurel, Maryland 20707 (301) 725-5300 extension 2303

<http://www.cityoflaurel.org> • email – ecd@laurel.md.us Fax (301) 490-5068

AGENDA ITEM NO. 4

TECHNICAL STAFF REPORT

DATE: May 5, 2026
TO: City of Laurel Historic District Commission
FROM: Alexis Williams, Planner I
CASE: Certificate of Approval No. HDC C20260081

GENERAL INFORMATION

APPLICANT: Donald Thomas
Signarama of Laurel
14202 Cherry Lane Court
Laurel, MD 20707

OWNER: 320 322 Laurel LLC
320 Main Street
Laurel, MD 20707

LOCATION: 322 Main Street
Laurel, MD 20707

PURPOSE: **Requesting approval to update current awning signage.**

REQUESTED ACTION: Approval of Certificate No. HDC C20260081

ZONE: C-V (Commercial Village)

CONTRIBUTING: Yes

ZONING ANALYSIS:

The applicant is seeking Historic District Commission (HDC) approval to update the existing awning signage with new wording. The current sign reads “The Driscoll Law Group Workers Compensation Disability Law,

322 Main, and Down's Law Firm, PC Estate Planning and Administration." The proposed wording will read "K&T Security Services, 322 Main, and Down's Law Firm, PC."

The existing sign frame will remain unchanged at approximately 60 feet wide by 52-inches tall, with a 24-inch projection and an 18-inch awning vinyl. The sign will remain black with white lettering.

DESIGN GUIDELINES EXCERPT:

Sec. 20-26.31. - Signage.

Signs and their size are controlled by Zoning Regulations. The Historic District Commission may deal with the design of such sign (but not content), its placement on the structure and the color of such sign as well as other adopted City policies concerning signage and streetscapes if applicable.

(a) General guidelines.

(1) The commercial area of the Historic District, primarily Laurel's Main Street and portions of Route 1, and their preservation is of special interest to the City. These areas include a considerable number of signs, which taken in total, affect the overall visual quality and appeal of the Historic District.

(2) While size, scale, and location of signs are regulated by Zoning Regulations, the Historic District Commission, in considering the overall appearance of the sign, including the general design, materials, and color, may apply stricter standards.

(3) The lettering on all signs may have the business name and may have a secondary message. Typically signs applied directly to storefront and lower building surfaces may contain letters/characters that are up to ten (10) inches in height. The secondary message letters/characters may be no larger than five (5) inches in height. Telephone numbers, Internet or e-mail addresses, logos, symbols, slogans, and brand names may be no larger than three (3) inches in height.

(4) Design. Allowing originality and style while not creating a discontinuity within the rest of the streetscape can be achieved by close attention to the continuity of mounting location (sign band), materials, and other such qualities.

(5) Materials, colors, and style of lettering. These three (3) elements of each sign should reflect compatibility with a building's design and use as well as the appropriateness of the sign's texture and material in relationship to the building. For example, wood is the preferred materials; Iridescent and neon bright colors are discouraged.

(6) Message. The message should be limited to the specifics of the business located within the premises. Logos, symbols, slogans, and brand names are permitted, however, the size of these symbols and characters is limited to three (3) inches in height, and the Commission may require other content neutral modifications, such as color.

(7) Shape and placement. Signs must not interrupt, obscure, or hide architectural features. The sign should fit within the lines or panels of the storefront as defined by the building frame and architectural detailing. The placement of signs should respect the existing pattern established by signs on the same block. On buildings with two (2) or more storefronts, signs should be arranged in a uniform manner. The number and size of signs shall be as allowed pursuant to Zoning Regulations.

(8) *Type. Front-lighted signs such as gooseneck lights are preferred. External lighting for free-standing signs should be masked by shrubbery or other screening.*

(9) *Porch sign band signs. These are signs which hang from porch lintels between. The maximum height for such signs is one (1) foot. A sign more than one (1) foot in height may be considered if the scale of the sign is appropriate in size to the building on where it is placed.*

The maximum length for such signs is eight (8) feet, but if the distance between posts is not that great the sign should be shorter, so that there is equal space between both ends of the sign and the posts.

(10) *Temporary signs. These are permitted pursuant to Zoning Regulations.*

ATTACHMENTS:

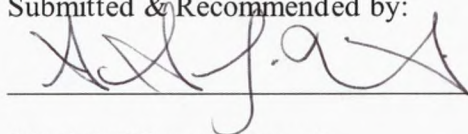
1. Photo of front of property
2. Photo of proposed signage
3. Photo of current signage

RECOMMENDATION:

The proposed actions requested by the applicant appears to meet the requirements established in the City of Laurel's *Unified Land Development Code*, including the design criteria listed in the *Design Guidelines of the City of Laurel Historic District Commission*. Staff recommends the Historic District Commission **APPROVE** Certificate No. HDC C20260081 with the following conditions:


1. The applicant shall obtain City of Laurel Sign Permit

Submitted & Recommended by:



Alexis Williams, Planner I

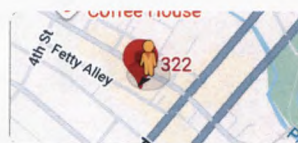
Laurel, Maryland

 Google Street View

Aug 2024 [See more dates](#)



Image capture: Aug 2024 © 2026 Google



Current



new



The way to grow your business.

Name: Melissa Laney

Company: 320 322 LaSurre LLC

Phone: 717-215-0556

Fax:

E-mail: leasing@320322laurel.com

Salesperson: Dave

Designer: Donald

Job #: 60718.fs

Date: 4/8/2026

Time: 4:15:15 PM



WE CAN NOT PROCEED WITH YOUR ORDER UNTIL YOU APPROVE THE PROOF AND SEND BACK! SPELLING IS YOUR RESPONSIBILITY • THIS CAN NOT BE USED AS A COLOR MATCH TO FINISHED SIGN

14202 Cherry Lane Court :: Laurel, MD 20707 :: www.signarama.com/md-laurel
301.604.8700 (PHONE) :: SignsLaurel@signarama-laurel.com (EMAIL)

This design and drawing submitted for your review and approval is the exclusive property of Signarama Laurel.
It may not be reproduced, copied, exhibited or utilized for any purpose, in part or in whole by any individual or company without written consent of Signarama Laurel.

Approval
Signature

Date

320 322 Laurel LLC
5400 Enterprise Street
Eldersburg, MD 21784

February 12, 2026

City of Laurel
Office of the Fire Marshal and Permit Services
8103 Sandy Spring Road
Laurel, MD 20707

RE: 322 Main Street, Laurel, MD 20707

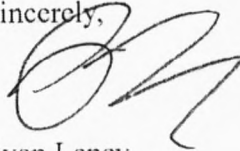
Dear Permits Office:

I, Ryan Laney, hereby grant permission for 320 322 Laurel LLC to file for and obtain a sign permit for my property located at 322 Main Street, Laurel, MD 20707 per sign rendering/plan from Signarama of Laurel, Job #60718.fs, February 10, 2026.

If you have any questions regarding this correspondence, please feel free to contact me at the following:

Ryan Laney
5400 Enterprise Street
Eldersburg, MD 21784
(443) 926-4406
Ryan.laney@metrocollisionllc.com

Sincerely,



Ryan Laney



CITY OF LAUREL HISTORIC DISTRICT COMMISSION

8103 Sandy Spring Road • Laurel, MD 20707 • (301) 725-5300 • Fax (301) 490-5068 ecd@laurel.md.us

This authorization does not by its issuance preclude or replace permits required by other departments or agencies. Please familiarize yourself with the Historic District Guidelines provided at <https://www.cityoflaurel.org/boards/commissions/historic-district-commission>

HDC CERTIFICATE OF APPROVAL APPLICATION

2026-0081

STEP 1: FOR APPLICANT TO COMPLETE

DATE OF APPLICATION: 4/23/2026

ADDRESS OF PROPERTY: 322 Main Street

Laurel, Maryland 20707

OWNER'S NAME, ADDRESS, PHONE & EMAIL:

320 322 Laurel LLC
320 Main Street
Laurel, MD 20707
717-215-0556
Melissa Laney

CONTRACTOR'S NAME, ADDRESS, PHONE AND EMAIL:

Donald Thomas
Signarama of Laurel
14202 Cherry Lane Court
Laurel, MD 20707
301-604-8700
Signslaurel@signarama-laurel.com

APPLICANT'S NAME, ADDRESS, PHONE AND EMAIL:

Donald Thomas
Signarama of Laurel
14202 Cherry Lane Court
Laurel, MD 20707
301-604-8700
Signslaurel@signarama-laurel.com

TYPE OF REQUEST (Check all that apply):

Sign Tree Removal Shutters Shed
Roof Windows Paving Fence
Garage Porch Paint Addition
Demolition Other:

WORK DESCRIPTION (Please be as detailed as possible):

Example: Request to repaint dark blue porch white. New color will be Pure White Sherman Williams #3245, see current photos & paint sample

Remove existing fabric from awning and replace with new vinyl fabric
This way the names can easily be changes on the awning
And add the new names and address number

*COMPLETE FOR SIGNAGE or AWNING REQUESTS ONLY:

(Check one)

FLATWALL PROJECTING Awning
SIGNBAND FREESTANDING

(Details)

SIZE: 60 Feet wide - 52" Tall - 24" Projecting

MATERIAL: Existing aluminum frame with new 18" Awning vinyl

MESSAGE: K & T Security Services - 322 Main - Downs Law Firm, P.C.

COLORS: Awning is black text is in white

LIGHTED SIGN: No

IF YES, TYPE:

X
SIGNATURE OF APPLICANT

DATE

STEP 2: FOR CITY STAFF TO COMPLETE

- Yes No Staff Approval?
- Yes No Work started *without* Approval?
- Yes No Qualifies for Tax Credit?
- Yes No Building Permit Required?
- Yes No Public Notice Sign Required?

MEETING DATE: 5/19/26

TAX ID (ACCOUNT) #: _____

PERMIT NUMBER: _____

STEP 3: STAFF APPROVAL SIGNATURES

APPROVAL DATE: _____

CONDITIONS AND/OR COMMENTS: _____

HISTORIC DISTRICT COMMISSION _____

PLANNING AND ZONING _____



**MAYOR AND CITY COUNCIL OF LAUREL
DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT**

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<http://www.cityoflaurel.org> • email – ecd@laurel.md.us Fax (301) 490-5068

AGENDA ITEM NO. 5

TECHNICAL STAFF REPORT

DATE: May 4, 2026
TO: City of Laurel Historic District Commission
FROM: Alexis Williams, Planner I
CASE: Certificate of Approval No. HDC C20260089

GENERAL INFORMATION

APPLICANT: Michael Lafleur
114 St. Mary's Place
Laurel, Maryland 20707

OWNER: Same as Applicant

LOCATION: 114 St Mary's Place
Laurel, Maryland 20707

PURPOSE: **Requesting approval to install roofs on four buildings located on property.**

REQUESTED ACTION: Approval of Certificate No. HDC C20260089

ZONE: R-55 (One Family Detahced)

CONTRIBUTING: Yes

ZONING ANALYSIS:

The applicant is seeking Historic District Commission (HDC) approval to replace the existing 3-tab shingle roofing located on the church, rectory, connector hallway and shed. The current shingles are in the color dark charcoal and oyster gray.

The proposed replacement shingles will be 30-year GAF architectural and are being considered in the colors charcoal, slate, pewter gray, or oyster gray. The final color selection will be determined following feedback from the parishioners, the ADW, and the HDC.

DESIGN GUIDELINES EXCERPT:

Sec. 20-26.28. - Roofs and roofing.

(a) For repairs and replacements of existing structures, or roofing of new construction, the Historic District Commission considers the following:

- (1) Style (e.g., gambrel, gable, hip, shed, flat, authentic mansard);*
- (2) Material (e.g., standing seam metal, slate, wood shingles, asphalt or fiberglass shingles, rolled roofing, slag, hot mopped asphalt, tile);*
- (3) Details (dormers, gables, chimneys);*
- (4) Gutters and downspouts; and*
- (5) Color.*

(b) For existing structures, the Commission recommends replacement in-kind. The color of the material should be complementary/compatible to the other colors on the structure.

(c) Roofs on porches, accessory structures, and building additions should match those on the main or existing structure where possible.

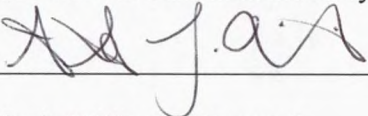
ATTACHMENTS:

- 1. Photo of front of property
- 2. Photo of buildings outlined for roof replacement
- 3. Proposed roof color chart

RECOMMENDATION:

The proposed actions requested by the applicant appears to meet the requirements established in the City of Laurel's *Unified Land Development Code*, including the design criteria listed in the *Design Guidelines of the City of Laurel Historic District Commission*. Staff recommends the Historic District Commission **APPROVE** Certificate No. HDC C20260089.

Submitted & Recommended by:



Alexis Williams, Planner I

Share

Q X



Google Maps

Image capture: Aug 2024 © 2026 Google United States Terms Privacy Report a

Patuxent Roofing & Contracting, LLC

9381 Davis Avenue
Laurel, MD 20723
Phone: (301) 333-5200



TO: | St. Mary's of the Mills
| 114 St Marys Pl
| Laurel, MD 20707

03/18/2026

St. Mary of the Mills

JOB: PRJ #3311: St. Mary of the Mills
ADDRESS: 114 St. Mary's Place Laurel, MD 20707

Patuxent Roofing & Contracting proposes to do the following work:

Roof areas Garage, Hallway Connection and Church/Office roofs.

1. Mobilize crew and equipment and implement all required safety measures for roofing operations.
2. Remove existing shingle roofing system down to the roof deck and dispose of all debris.
2-A. Removal of additional roofing layers (beyond the existing single layer noted above) will be performed at an **added cost of \$30.00** per square, if encountered.
3. Inspect exposed roof deck for visible damage or deterioration.
4. Replace up to 5 sheets of 1/2 CDX plywood as needed.
4-A Any additional plywood replacement after five sheets will have **added cost of \$75.00** per sheet.
5. Install ice and water shield at eaves and valleys in accordance with applicable building codes
6. Install synthetic underlayment over entire roof surface.
7. Install aluminum drip edge at all eaves and rakes.
8. Install starter shingles at all eaves and rakes.
9. Install 30-year GAF HDZ architectural asphalt shingles per manufacturer specifications.
10. Install concealed ridge vent system at ridges where applicable.
11. Install ridge cap shingles at all ridges and hips.
12. Install all new step flashings, apron flashings and counter flashings as needed.
13. Install pipe boots/pipe flashing at all plumbing vent penetrations.

PRICE	\$95,850.00
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Notes:

- A. All shingles and accessories material will be GAF approved.
- B. Work to siding, framing, mechanical units, gutters, downspouts, or other trades is excluded unless specifically noted.
- C. Existing conditions such as concealed moisture damage, structural deficiencies, or code-required upgrades discovered during construction are excluded and will require additional cost via change order.

Patuxent Roofing & Contracting, LLC

9381 Davis Avenue

Laurel, MD 20723

Phone: (301) 333-5200

Patuxent | A PAX
SERVICES
COMPANY

D. Daily cleanup to maintain safe work environment; final cleanup includes removal of all roofing-related debris.

E. Perform final inspection to ensure installation meets manufacturer requirements and industry standards.

F. Provide applicable manufacturer material warranty and contractor workmanship warranty upon completion.

Exclusions:

A. Contractor is not responsible for pre-existing conditions or deficiencies not visible at time of estimate.

Terms:

** Pricing is good for 30 days. After 30 days pricing may change due to material cost increases. **

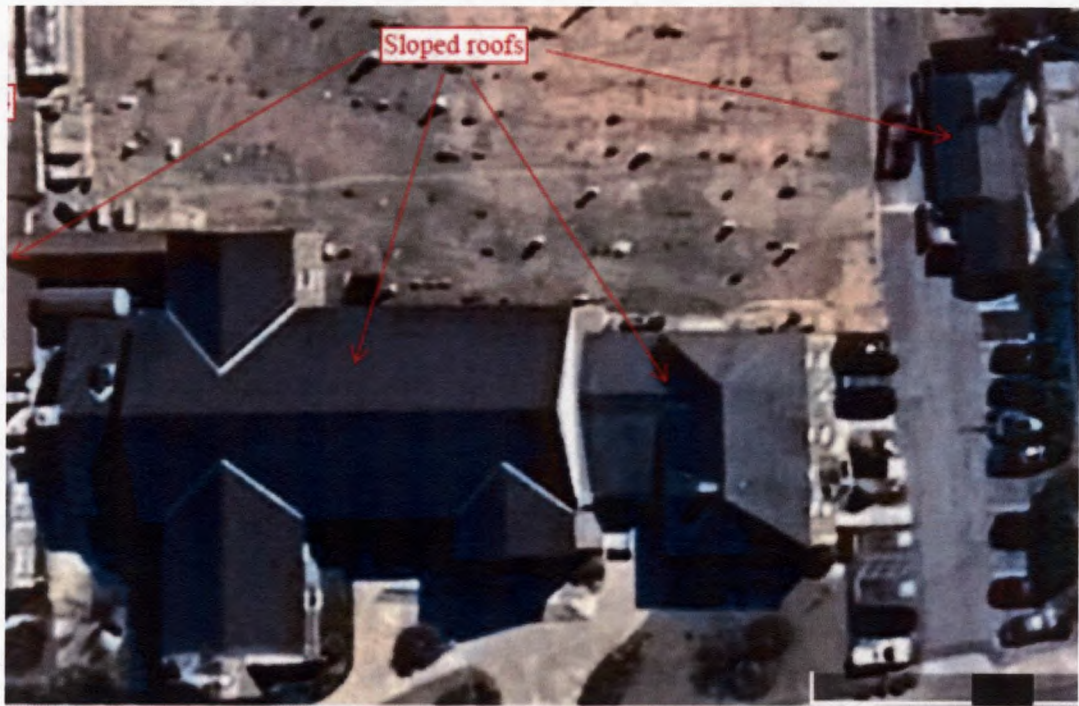
Approved By:

PRINT NAME

SIGNATURE

Ryan McGee

Patuxent Roofing & Contracting



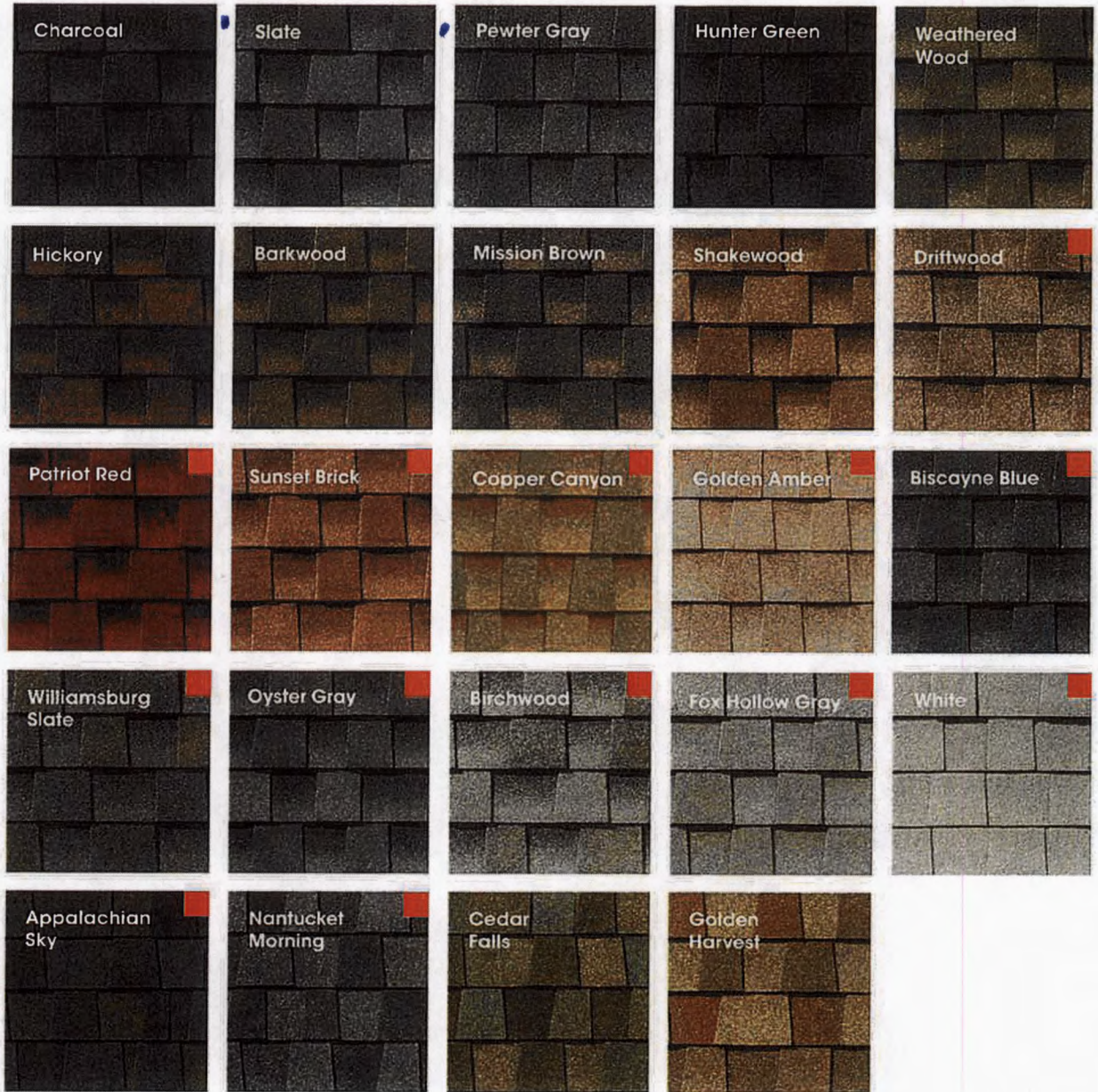
Roof areas to be replaced highlighted in Yellow Below.



GAF **Timberline HDZ[®]**
High Definition[®] Lifetime[†] Shingles



Now with GAF Time-Release Algae-Fighting Technology and LayerLock™ Technology, Timberline HDZ[®] offers everything you can expect from an architectural shingle roof, and more.



For more details visit gaf.com/TimberlineHDZ

Timberline[®] Shingles LRS

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CITY OF LAUREL HISTORIC DISTRICT COMMISSION

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This authorization does not by its issuance preclude or replace permits required by other departments or agencies

HDC CERTIFICATE OF APPROVAL APPLICATION

STEP 1: FOR APPLICANT TO COMPLETE

DATE OF APPLICATION: 04/14/2026

ADDRESS OF PROPERTY:

114 St. Marys Place, Laurel, Md. 20707

OWNER'S NAME, ADDRESS, PHONE & EMAIL:

St. Mary of the Mills Catholic Church

Fr. Marco Schad

114 St. Marys Pl. Laurel, Md. 20707

301-725-3080 ex 217 / 240-568-2217

mschad@stmaryofthemills.org

CONTRACTOR'S NAME, ADDRESS, PHONE AND EMAIL:

Patuxent Roofing

9381 Davis Ave.

Laurel, Md. 20707

301-333-5200

tteofilak@patuxentroofing.com

APPLICANT'S NAME, ADDRESS, PHONE AND EMAIL:

(Same as owner)

TYPE OF REQUEST (Check all that apply):

Sign Tree Removal Shutters Shed

Roof Windows Paving Fence

Garage Porch Paint Addition

Demolition Other: GAF HDZ architectural asphalt shingles

WORK DESCRIPTION:

Replace asphalt roof shingles on sloped roofs

1) Church

2) Parish Residence/Office

3) Garage

4) Connector Hallway (from school to church)

***COMPLETE FOR SIGNAGE or AWNING REQUESTS ONLY:**

(Check one)

FLATWALL

PROJECTING

SIGNBAND

FREESTANDING

(Details)

SIZE: _____

MATERIAL: _____

MESSAGE: _____

COLORS: _____

LIGHTED SIGN: _____

IF YES, TYPE: _____

X Marco Schad
SIGNATURE OF APPLICANT

14 April 2026
DATE

STEP 2: FOR CITY STAFF TO COMPLETE

Yes No Staff Approval?

Yes No Work started *without* Approval?

Yes No Qualifies for Tax Credit?

Yes No Building Permit Required?

Yes No Public Notice Sign Required?

MEETING DATE: _____

TAX ID (ACCOUNT) #: _____

PERMIT NUMBER: _____

STEP 3: STAFF APPROVAL SIGNATURES

APPROVAL DATE: _____

CONDITIONS AND/OR COMMENTS: _____

HISTORIC DISTRICT COMMISSION _____

PLANNING AND ZONING _____



**MAYOR AND CITY COUNCIL OF LAUREL
DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT**

8103 Sandy Spring Road • Laurel, Maryland 20707 (301) 725-5300 extension 2303

<http://www.cityoflaurel.org> • email – ecd@laurel.md.us Fax (301) 490-5068

AGENDA ITEM NO. 6

TECHNICAL STAFF REPORT

DATE: May 4, 2026
TO: City of Laurel Historic District Commission
FROM: Alexis Williams, Planner I
CASE: Certificate of Approval No. HDCR20260091

GENERAL INFORMATION

APPLICANT: Janine Shaffer
613 Prince George Street
Laurel, Maryland 20707

OWNER: Same as Applicant

LOCATION: 613 Prince George Street
Laurel, Maryland 20707

PURPOSE: **Requesting approval to change porch railing system and floorboards.**

REQUESTED ACTION: Approval of Certificate No. HDC R20260091

ZONE: R-55 (One Family Detached)

CONTRIBUTING: Yes

ZONING ANALYSIS:

The applicant is seeking Historic District Commission (HDC) approval to replace the existing wood porch floorboards with Trex composite decking in the color “Rocky Harbor.” The existing wooden railings will be replaced with Trex composite railings in white. The new railings will be attached to the existing wood posts, which will be retained and painted to match the existing color, “Parisian Patina” by Sherwin-Williams.

DESIGN GUIDELINES EXCERPT:

Sec. 20-26.26. - Porches.

Porches shall be retained and their repair or restoration should duplicate as near as possible the original construction. New porch flooring, railings, columns, stairs, skirting, or other details should appear as near as possible the same as the original work. The use of non-traditional materials, when not intrusive (clearly visible from the public right-of-way), may be permitted. The enclosing of open porches on historic structures, especially on front and wrap-around porches shall not be permitted.

Finishes, such as the painting or staining of new materials, should match the original appearance. The use of modern pressure-treated decking to replace original tongue-and-groove flooring has been discouraged since this material does not match tongue-and-groove, even if painted.

Steps leading up to porches may be of wood, brick, stone, or concrete, as appropriate to the material and architecture of the main structure. The Historic District Commission recommends the replacement of existing steps in-kind.

Railings on porch stairs should have handrails and pickets to match the railing of the porch.

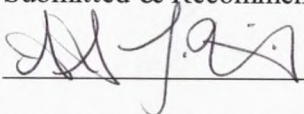
ATTACHMENTS:

1. Photo of front of property
2. Photo of proposed Trex flooring
3. Photo of proposed railing

RECOMMENDATION:

The proposed actions requested by the applicant appears to meet the requirements established in the City of Laurel's *Unified Land Development Code*, including the design criteria listed in the *Design Guidelines of the City of Laurel Historic District Commission*. Staff recommends the Historic District Commission **APPROVE** Certificate No. HDC R20260091.

Submitted & Recommended by:



Alexis Williams, Planner I

Laurel, Maryland

Google Street View

Sep 2022 [See more dates](#)



Google Maps

Image capture: Sep 2022 © 2026 Google



New

railing will be attached to existing posts.

Floor and Steps:

Trex Select Composite (photos from Trex Website)

Color: Rocky Harbor



Railings:
Trex Railing System
Color: White





CITY OF LAUREL HISTORIC DISTRICT COMMISSION

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This authorization does not by its issuance preclude or replace permits required by other departments or agencies. Please familiarize yourself with the Historic District Guidelines provided at <https://www.cityoflaurel.org/boards/commissions/historic-district-commission>

HDC CERTIFICATE OF APPROVAL APPLICATION

STEP 1: FOR APPLICANT TO COMPLETE

DATE OF APPLICATION: 4-24-26

ADDRESS OF PROPERTY:

613 Prince George St.
Laurel, Maryland 20707

TYPE OF REQUEST (Check all that apply):

Sign Tree Removal Shutters Shed
Roof Windows Paving Fence
Garage Porch Paint Addition
Demolition Other:

WORK DESCRIPTION (Please be as detailed as possible):

Example: Request to repaint dark blue porch white. New color will be Pure White Sherman Williams #3245, see current photos & paint sample

Work on front of house, including replacing porch floor, steps, and railing. Please see attached details.

OWNER'S NAME, ADDRESS, PHONE & EMAIL:

Janine Shaffer
613 Prince George St.
Laurel, MD 20707
301-604-9523 / jas0999@verizon.net

CONTRACTOR'S NAME, ADDRESS, PHONE AND EMAIL:

Noah-B Construction LLC
314 Park Hall S
Laurel, MD 20724
240-583-9755 / 240-575-0071
noahbconstruction@hotmail.com

***COMPLETE FOR SIGNAGE or AWNING REQUESTS ONLY:**

(Check one)

FLATWALL PROJECTING
SIGNBAND FREESTANDING

(Details)

SIZE: _____

MATERIAL: _____

MESSAGE: _____

COLORS: _____

LIGHTED SIGN: _____

IF YES, TYPE: _____

APPLICANT'S NAME, ADDRESS, PHONE AND EMAIL:

Same as owner

X Janine Shaffer
SIGNATURE OF APPLICANT

4/24/26
DATE

STEP 2: FOR CITY STAFF TO COMPLETE

- Yes No Staff Approval?
- Yes No Work started *without* Approval?
- Yes No Qualifies for Tax Credit?
- Yes No Building Permit Required?
- Yes No Public Notice Sign Required?

MEETING DATE: _____

TAX ID (ACCOUNT) #: _____

PERMIT NUMBER: _____

STEP 3: STAFF APPROVAL SIGNATURES

APPROVAL DATE: _____
CONDITIONS AND/OR COMMENTS: _____

HISTORIC DISTRICT COMMISSION _____



**MAYOR AND CITY COUNCIL OF LAUREL
DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT**

8103 Sandy Spring Road • Laurel, Maryland 20707 (301) 725-5300 extension 2303

<http://www.cityoflaurel.org> • email – ecd@laurel.md.us Fax (301) 490-5068

AGENDA ITEM NO. 7

TECHNICAL STAFF REPORT

DATE: April 29, 2026
TO: City of Laurel Historic District Commission
FROM: Alexis Williams, Planner I
CASE: Certificate of Approval No. HDCR20260090

GENERAL INFORMATION

APPLICANT: James and Monica Hyde
109 Brashears Street
Laurel, Maryland 20707

OWNER: Same as Applicant

LOCATION: 109 Brashears Street
Laurel, Maryland 20707

PURPOSE: **Requesting approval to install a rain garden and solar caps on fence, and replace shrubs.**

REQUESTED ACTION: Approval of Certificate No. HDC R20260090

ZONE: R-55 (One Family Detached)

CONTRIBUTING: Yes

ZONING ANALYSIS:

The applicant is seeking Historic District Commission (HDC) approval for drainage, landscaping, screening, and lighting modification to improve stormwater management and safety at the property.

The proposed work includes installation of a rain garden system along the rear property line consisting of a one-foot-high rock wall garden designed to intercept and redirect rainwater runoff from the uphill neighboring property. The system will direct stormwater northward and away from the home's foundation into a gravel drainage area, allowing water to naturally infiltrate into the soil. Additional drainage improvements include installation of a drywell located at the at the lowest point of the rear corner of the property, approximately four feet from the foundation. The drywell will consist of a 2-foot by 2-foot gravel-filled drainage pit intended to filter overflow water and allow for gradual infiltration into the ground. During significant storm events, overflow will be captured by a drainage pipe connected underground to the rain garden system downslope.

Minor grading is also proposed along the front and north side of the property to improve drainage away from the foundation and reduce areas of standing water. Disturbed lawn areas will be reseeded with Native Bluegrass seed following completion of the work.

The applicant also proposes relocation of trash, recycling, and compost bins from the existing front porch storage area to a less visible location along the side of the house. A white movable privacy fence will be installed to screen the bins from public view while maintaining flexibility and minimizing permeant visual impacts to the site.

Landscape modifications include removal and replacement of for non-native small shrubs, including one dead shrub existing at the time of the property purchase. The replacement species will be Summersweet (*Clethra alnifolia*), a native shrub suitable for wet environmental conditions and consistent with the proposed stormwater management improvements.

Lastly, the applicant proposes installation of nine solar-powered fence cap lights on the existing fence line. The lights are intended to improve pedestrian and vehicular visibility and safety by visually denoting the location of the retaining wall. No changes are proposed to the height or footprint of the existing fence.

DESIGN GUIDELINES EXCERPT:

Sec. 20-26.7. - Accessory structures.

(a) The Historic District Commission shall consider the following issues with regard to proposed construction or alteration of accessory structures:

(1) Size, scale, placement on the site, roof design, and materials should be compatible with the main structure.

(2) The visual impact of proposed structures on the site and streetscape.

(b) Accessory structures should be in character with other such structures located within the neighborhood. Size is dependent on factors such as lot size, relative placement on the lot, and visibility.

Sec. 20-26.19. - Landscaping.

(a) The Historic District Commission requires the submission of a detailed scaled landscape plan prior to final approval of the plans for new construction, including additions.

(b) Commission approval is required for major landscaping design, or reconfiguration on sites that have been declared historic by inclusion as a historic site on the national or state register, declared individually a historic

site by action the Mayor and City Council, or tree removals that do not meet the criteria of subsection (c). Any tree removed shall be replaced on the same lot. The HDC encourages the replacement to be a native tree.

(c) Minor landscaping for small shrubs or flowers and routine landscaping maintenance such as mulching or pruning of trees (up to thirty-three (33) percent of the tree mass) does not require Commission approval. Removal of any dangerous or diseased landscaping or trees does not require Commission approval so long as the request is accompanied with a letter from a certified arborist or Maryland Licensed Tree Expert certifying that the tree to be removed is, in fact, sufficiently diseased and/or dangerous to justify removal of the tree. The staff and the City will review these materials to ensure, in their sole judgment, that they meet the above criteria. A tree that is removed shall be replaced by another tree on the same lot, unless the balance of landscaping on said lot is found by the Historic District Commission to be adequate without a new tree. The HDC encourages the replacement to be a native tree. The Director of Economic and Community Development shall approve any requests for removal of trees or shrubs that meet the criteria of subsection (c), in its sole judgment. The removal of diseased and dead trees is encouraged by the HDC.

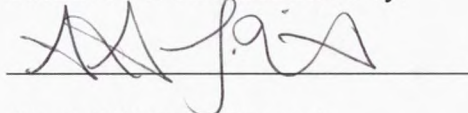
ATTACHMENTS:

1. Photo of front of property .
2. Photo of proposed site
3. Diagram of proposed structure
4. Site plan

RECOMMENDATION:

The proposed actions requested by the applicant appears to meet the requirements established in the City of Laurel's *Unified Land Development Code*, including the design criteria listed in the *Design Guidelines of the City of Laurel Historic District Commission*. Staff recommends the Historic District Commission **APPROVE** Certificate No. HDC R20260090.

Submitted & Recommended by:



Alexis Williams, Planner I

109 Brashhears St



© All EagleView Technology Corporation

12/12/2025



CARNER PROPERTY
DEED 16377/141



BRASHEARS STREET



I hereby certify that the improvements shown hereon, to the best of my professional knowledge and ability, have been located by a transit, tape or total-station survey.

George A. Parrish IV

GEORGE A. PARRISH IV PROP.LS#577 04/01/24
LICENSE EXPIRATION DATE 03/24/25

To: HDC and EDC
From: James & Monica Hyde
Date: 04/29/2026

Landscaping Plan for 109 Brashears St.

The following document outlines four different exterior landscaping projects which we are submitting for approval by the commission for work this late spring / summer 2026.

There are four sub-projects as part of the landscaping plan and are as follows:

- 1) Garden beds and landscaping for rainwater management at the rear of the property
- 2) Rock garden and city waste bin relocation along the North side of the home
- 3) Shrub replacement
- 4) Fence post solar lighting

Item #1: Landscaping for Rainwater Management and Gardens in Rear of Property

The property in the rear is an "L" shape (Fig.1,2) that has a slope that is back to front and has a slight apex in the center. Due to adjacent homes having downspouts that downslope towards the home (Fig. 3), water during heavy rainfall events flows towards the home, particularly into the short end of the "L" Corner. Water collects here frequently and stays stagnant for hours to days (Fig. 3). The stone foundation of the original portion of the home (1890) is near the bottom of this "L" corner. Due to the lime based mortar of the original foundation, consistent and repeated water saturation / submersion will, in time, cause the foundation to crumble and compromise structural integrity of the home.

We plan on tackling the issue in two places (Fig. 1). The first is establishing a rock wall garden approximately 1ft high that follows the back fence (Fig.4,5,6) This will allow rainwater from the upslope of the property flow into the garden, and get diverted along the wall downsloping to the north away from the foundation. The garden will empty into a gravel drain that will allow the water to naturally seep into the soil away from the foundation.

The second is a "dry well" in the corner of the "L" at the lowest point, about 4 ft away from the foundation. The area will be graded to allow the water that would be stagnant to go into the dry well. The dry well is a 2ft x 2ft gravel filled hole that filters water and allows it to drain slowly. If, during heavy rain events, the dry well is overwhelmed. It will fill until it reaches a drainage pipe. That pipe runs underground, downslope, to the other side of the property to the gravel drain that the rock wall garden drains into (Fig. 1).

The landscaping architect & contractor for the work in items #1&2 is [Meadow Farms](#) and the landscape architect is [Paul Imperatore](#). The full resolution layout of the plans are in Appendix A.

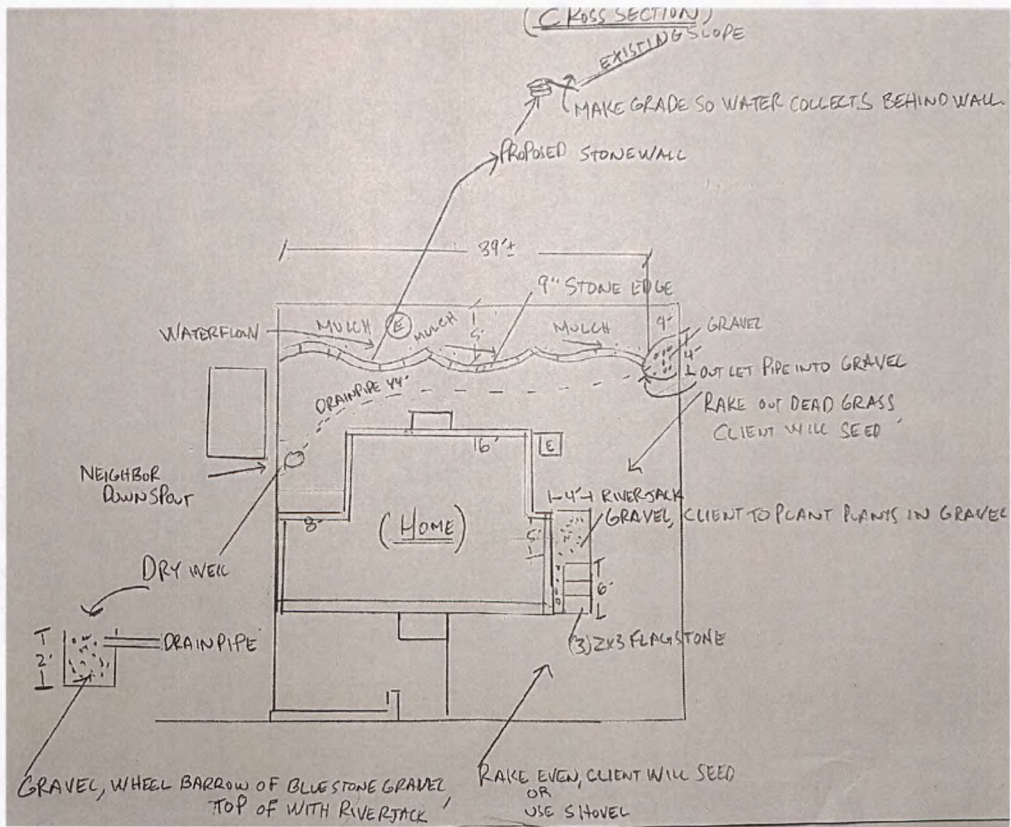


Figure 1: Landscaping Plans from Meadow Farms (See also Appendix A)



Figure 2: Drone Image of 109 Brashears in 2025.



Figure 3: Annotated of stormwater runoff from nearby downspouts (Blue Arrows) to where the water stagnation issues are (Blue Stripes) and where the overflow drain will be trenched out of the corner downslope (Yellow).



Figure 4: Stormwater that enters downslope through or under the fence will be caught by the garden and stone wall, then diverted downslope to a gravel drain away from the foundation. The existing stump will stay in place and become a garden feature “flower pot”.



Figure 5: Stormwater that enters downslope through or under the fence will be caught by the garden and stone wall, then diverted downslope to a gravel drain away from the foundation.



Figure 6: Low Height Stone Wall Garden given as an example by the landscape architect.

Item #2: Gravel Bed Garden and City Waste Bin Storage (North Side)

Along the north side of the house, the plans call for a gravel bed garden with stone pavers to place city waste bins (Fig. 7). This would move the trash, recycle, and compost bins from their current storage on the front porch, to the side of the house that is less visible from the street. In addition, a movable privacy fence would be installed to block the view of the bins from the street (Fig. 8).



Figure 7: Visualization of gravel with pads for bins, with visibility fence.



Figure 8: Visibility fence to hide the cans from the right of way view

Item #3: Shrubs

We have 4 small shrubs in the front of the home (Fig. 15), one of which was already dead when we bought the property (Fig.15). These shrubs are [Smaragd Emerald Green Arborvitae](#) (Fig.16), which are non-native evergreen shrubs. We want to replace them with a Maryland native shrub recommended by the University of Maryland's Extension Service called [Growing Summersweet](#) (Fig. 17), which is a deciduous shrub that does well in wet environments. Summersweet is described as: "...ideal for a rain garden, pollinator garden, fragrance garden, privacy screen, or shrub border. It also can be used for erosion control on slopes, or near a pond or downspout. Summersweet is highly valuable to native wildlife. The flowers provide food for native bees, butterflies, and hummingbirds, and a variety of songbirds eat the seeds." Due to the retaining wall and the down-slope of the grade from the north side (ie. away from) the home, this area is frequently wet and would be the perfect plant for this kind of environment.



Figure 15: Annotated Image of Front of Home with Evergreen Shrubs to be Replaced with Growing Summersweet



Figure 16: The Dead [Smaragd Emerald Green Arborvitae](#)



Figure 17: The Proposed Maryland Native Replacement Shrub: Growing Summersweet

Item #4: Solar Light Caps

The street in front of the home at night is fairly dark (Fig.18). To improve visibility and safety for vehicles and pedestrians we propose to install aesthetically matching solar powered light post caps to the existing fence (Fig.19,20). This will noticeably improve lighting on the street, while also denoting the location of the retaining wall to prevent future collisions. The light caps will be installed on the tops of the fence, posts a total of 9 will be installed (Fig.20).



Figure 18: A view of Brashears St. at night

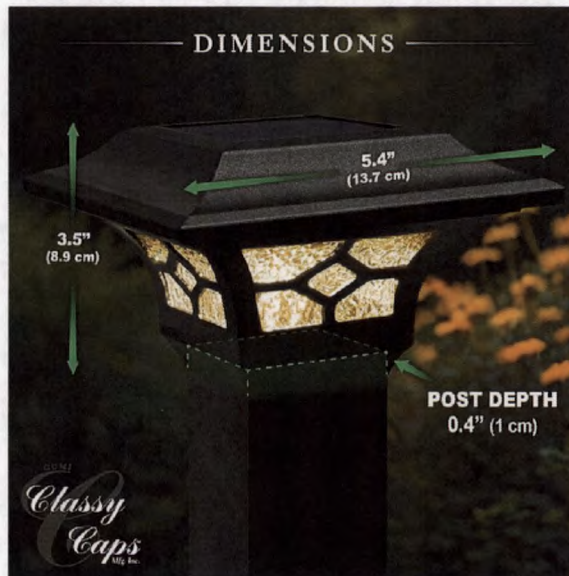


Figure 19: The style of the proposed solar fence cap lights



Figure 20: Proposed Solar Post Caps Locations

Thank you, please feel free to contact us if there are any questions.
James and Monica Hyde
109 Brashears St.



CITY OF LAUREL HISTORIC DISTRICT COMMISSION

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HDC CERTIFICATE OF APPROVAL APPLICATION

STEP 1: FOR APPLICANT TO COMPLETE

DATE OF APPLICATION: 04/24/2026 (Updated 04/29/2026)

TYPE OF REQUEST (Check all that apply):

Sign ___ Tree Removal ___ Shutters ___ Shed ___
Roof ___ Windows ___ Paving ___ Fence ___
Garage ___ Porch ___ Paint ___ Addition ___
Demolition ___ Other: Landscaping & Lighting

ADDRESS OF PROPERTY:

109 Brashears St.
Laurel, Maryland 20707

WORK DESCRIPTION (Please be as detailed as possible):

Example: Request to repaint dark blue porch white. New color will be Pure White Sherman Williams #3245, see current photos & paint sample

Three projects related to landscaping for stormwater management, gardening, and lighting. See the Work Description document for details.

OWNER'S NAME, ADDRESS, PHONE & EMAIL:

James Hyde,
109 Brashears St.
443-841-6030
james.hyde042@gmail.com

CONTRACTOR'S NAME, ADDRESS, PHONE AND EMAIL:

Paul Imperatore, Meadow Farms
15930 Old Columbia Pike, Burtonsville, MD 20866
301-384-3730
PImperatore@meadowfarms.com

***COMPLETE FOR SIGNAGE or AWNING REQUESTS ONLY:**

(Check one)

FLATWALL _____ PROJECTING _____
SIGNBAND _____ FREESTANDING _____

(Details)

SIZE: _____
MATERIAL: _____
MESSAGE: _____
COLORS: _____
LIGHTED SIGN: _____
IF YES, TYPE: _____

APPLICANT'S NAME, ADDRESS, PHONE AND EMAIL:

James Hyde,
109 Brashears St.
443-841-6030
james.hyde042@gmail.com

x 
SIGNATURE OF APPLICANT

2026-04-29
DATE

STEP 2: FOR CITY STAFF TO COMPLETE

- Yes No Staff Approval?
- Yes No Work started *without* Approval?
- Yes No Qualifies for Tax Credit?
- Yes No Building Permit Required?
- Yes No Public Notice Sign Required?

MEETING DATE: _____
TAX ID (ACCOUNT) #: _____
PERMIT NUMBER: _____

STEP 3: STAFF APPROVAL SIGNATURES

APPROVAL DATE: _____
CONDITIONS AND/OR COMMENTS: _____

HISTORIC DISTRICT COMMISSION _____

PLANNING AND ZONING _____