

Margie McCeney, Chair
Gayle Snyder, Vice-Chair
Adrian Simmons, Councilmember
Marlene Frazier
Mary-Eileen Leszcz
Nancy Steinecke
Oscar De La Puente



CITY OF LAUREL HISTORIC DISTRICT COMMISSION

8103 Sandy Spring Road • Laurel, MD 20707 • 301-725-5300 • ecd@laurel.md.us

Commission/+ usually Meets on the Third Tuesday of Each Month

EIGHT HUNDRED AND SEVENTY SEVENTH MEETING TUESDAY – FEBRUARY 18, 2025– 6:00 P.M. - REGULAR AGENDA

This meeting will be held virtually. To watch or sign up to speak, pre-register here: <https://cityoflaurel.org/register-to-speak>. There will be a two (2) minute limit for each speaker. Applicants for each item will have more time to speak. 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 HDC meeting held on **December 17, 2024**.
3. **HDC-2025-0061** for **322 Montgomery Street**, submitted by **Amy Dunham**, Applicant is seeking approval to remove large rotting Maple tree, remove dying Plum tree and elevate Mulberry and Elm tree.
4. **HDC-2025-0064** for **423 Prince George Street**, submitted by **Tom Harbage**, Applicant is seeking approval to replace current shed black rolled shingle roof with black architectural shingles.

Staff Approvals:

HDC-2025-0050 for **214-216 Tenth Street**, submitted by **Panagiotis Glekas**, Applicant is seeking approval to replace existing cracked concrete with same concrete material. Measurements of new concrete are 31 feet long and 5 feet wide.

HDC-2025-0052 for **517 Main Street**, submitted by **David Mungul**, Applicant is seeking approval to replace all exterior joint sealants, provide localized masonry restoration, provide new metal flashings, recoat metal roofing on dormers, replace all wood trim on dormers and clean all brick masonry.

Tax Credits:

A tax credit request for **333 Prince George Street**, submitted by **Oscar De La Puente** for **HDC2025-0008** for replacement of age existing 3-tab shingled roof with a new Dark Gray architectural shingle. The material cost was \$10,560.00, proof of payment was \$17,560.00 and tax credit amount is **\$1,056.00**.

5. Adjourn



City of Laurel Historic District Commission

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

www.CityofLaurel.org • ECD@Laurel.MD.US

EIGHT HUNDRED AND SEVENTY FIFTH MEETING

TUESDAY – DECEMBER 17, 2024– 6:00 P.M.

***This meeting was conducted virtually via Zoom ***

Convened: 6:00 P.M.

Adjourned 6:19 P.M.

Commissioners Present:

Margie McCeney, Chair
Gayle Snyder, Vice-Chair
Nancy Steinecke
Marlene Frazier
Mary Eileen Leszcz
Councilman Simmons
Oscar De La Puente

Staff Present:

Monta Burrough, Director, ECD
Sydney Woodland, HDC Coordinator, ECD
Taylor Harvey, Planner I, ECD
Justin Thornton, Planner II, ECD
Sam Braden IV, Deputy Director, ECD
Charlotte Freedberg, Communications

Commissioners Absent: Zero (0)

Citizens Present: One (1)

Chairwoman McCeney called the meeting to order at 6:00 p.m.

Chairwoman McCeney read the opening statement.

Chairwoman McCeney welcomed Councilman Simmons to the HDC.

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 October 15, 2024.

There were none.

On a motion by Ms. Snyder seconded by Ms. Leszcz, the minutes were approved on (6) six affirmative votes with Councilman Simmons abstaining.

Chairwoman McCeney asked if there were any corrections to the Minutes from the Regular HDC meeting held on November 12, 2024.

There were none.

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

HDC-2025-0051 for 500 Prince George Street, submitted by **Diarra Gordon**, Applicant is seeking approval to replace the walkway from individual hexagon stones to flat even concrete.

The applicant was present.

On a motion by Ms. Frazier, seconded by Mr. De La Puente, the application was approved on (7) seven affirmative votes.

Tax Credit:

A tax credit request for **927 Montgomery Street**, submitted by **Carl McWilliams** for **HDC2025-0003** for replacement of siding and painting. The material cost was \$17,560.00, proof of payment was \$17,560.00 and tax credit amount is **\$1,756.00**.

There was no discussion regarding the tax credit.

Minutes Approved:

Date:



Google

CITY OF LAUREL
HISTORIC DISTRICT COMMISSION
8103 SANDY SPRING ROAD, LAUREL, MD 20707
301-725-5300

CERTIFICATE OF APPROVAL NO. HDC 2025-0061

Date of Application: 1/2/25	Work Type: Tree Removal	HDC Sign Required? Yes: No: x	
Submit Information By: 1/24/25		For Meeting On: 2/18/25	
ADDRESS OF PROPERTY: 322 Montgomery Street Laurel, MD 20707		WORK DESCRIPTION (Please be specific on colors, style and material): Remove large rotting Maple tree, removing dying Plum tree and elevate Mulberry and Elm tree.	
OWNER'S Name, address, number, email: Amy Dunham 322 Montgomery Street Laurel, MD 20707 Adunham21@gmail.com – 410-733-4221			
CONTRACTOR'S Name, address, phone number, email: Appalachian Tree Co., Inc. 4081 Bill Moxley Rd Mount. Airy, MD 21771 info@mdtreexperts.com – 888-873-3018		*Section below for Signs: (drawing must accompany application)	
		TYPE:	Flatwall
			Projecting
			Signband
			Frestanding
		SIZE:	Material:
APPLICANT'S Name, address, phone number, email: Same as owner		MESSAGE: 	
		COLORS: 	
		Illumination: 	Type:
* CONDITIONS: (1) Applicant must comply with Section 20-94 of the Historic District Guidelines. (2) If work has not commenced within (12) twelve months of the date of approval, the Certificate is void, unless a renewal is requested from the Historic District Commission before it expires. (3) IF THIS IS STAFF APPROVAL: All work must be "in-kind"; using same color (or color from the Historic District Approved Color List), same style and same material. Failure to comply can result in code enforcement fines and/or denial of tax credit requests. NO EXCEPTIONS. (4) IF THIS IS A TREE REMOVAL: It is recommended a new tree be planted on the property for each tree removed, using the Approved Tree List created by the City of Laurel Tree Board (5) PLEASE POST THIS CERTIFICATE IN A WINDOW UNTIL WORK IS COMPLETED			
FEE: \$25		*Starting July 1, 2024 there will be a fee of \$25 or \$50 for this	
HISTORIC DISTRICT COMMISSION:		DATE:	
PLANNING AND ZONING: *This authorization does not by its issuance preclude or replace permits required by other departments or agencies.			
ON FILE (SEE APPLICATION)		410-733-4221	
Signature of Applicant		Daytime Phone number	
Qualifies For Tax Credit: Yes: No: x		*Applicant still has to apply to receive approval.	
Permit Required: Yes: No: x		Permit No.	



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

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Web: <http://www.cityoflaurel.org> E-mail: ecd@laurel.md.us

AGENDA ITEM NO. 3

TECHNICAL STAFF REPORT

DATE: January 31, 2025
TO: City of Laurel Historic District Commission
FROM: Taylor Harvey, Planner II
CASE: Certificate of Approval No. HDC 2025-0061

GENERAL INFORMATION

APPLICANT: Amy Dunham,
322 Montgomery St.
Laurel, MD 20707

OWNER: Same as applicant.

LOCATION: 322 Montgomery St.
Laurel, MD 20707

PURPOSE: **Requesting approval to remove trees.**

REQUESTED ACTION: Approval of Certificate No. HDC 2025-0061

ZONE: R-55 (One-Family Detached Zone)

CONTRIBUTING: Yes

ZONING ANALYSIS:

The applicant is seeking Historic District Commission (HDC) approval to remove an existing maple tree and an existing plum tree on the property. The Applicant proposes to remove these trees, located in the rear yard and are dead. The applicant will have a licensed arborist remove both trees.

DESIGN GUIDELINES EXCERPT:

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 or declared individually a historic site by action the Mayor and City Council.*
- (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 staff and the City agree that the landscaping or tree is a hazard or diseased. Such tree or landscaping must be replaced only if required by an approved site or landscape plan. The Director of Economic and Community Development shall approve any requests for removal of trees or shrubs.*

ATTACHMENTS:

- 1. Photos of the trees.
- 2. Copy of the arborist letter.

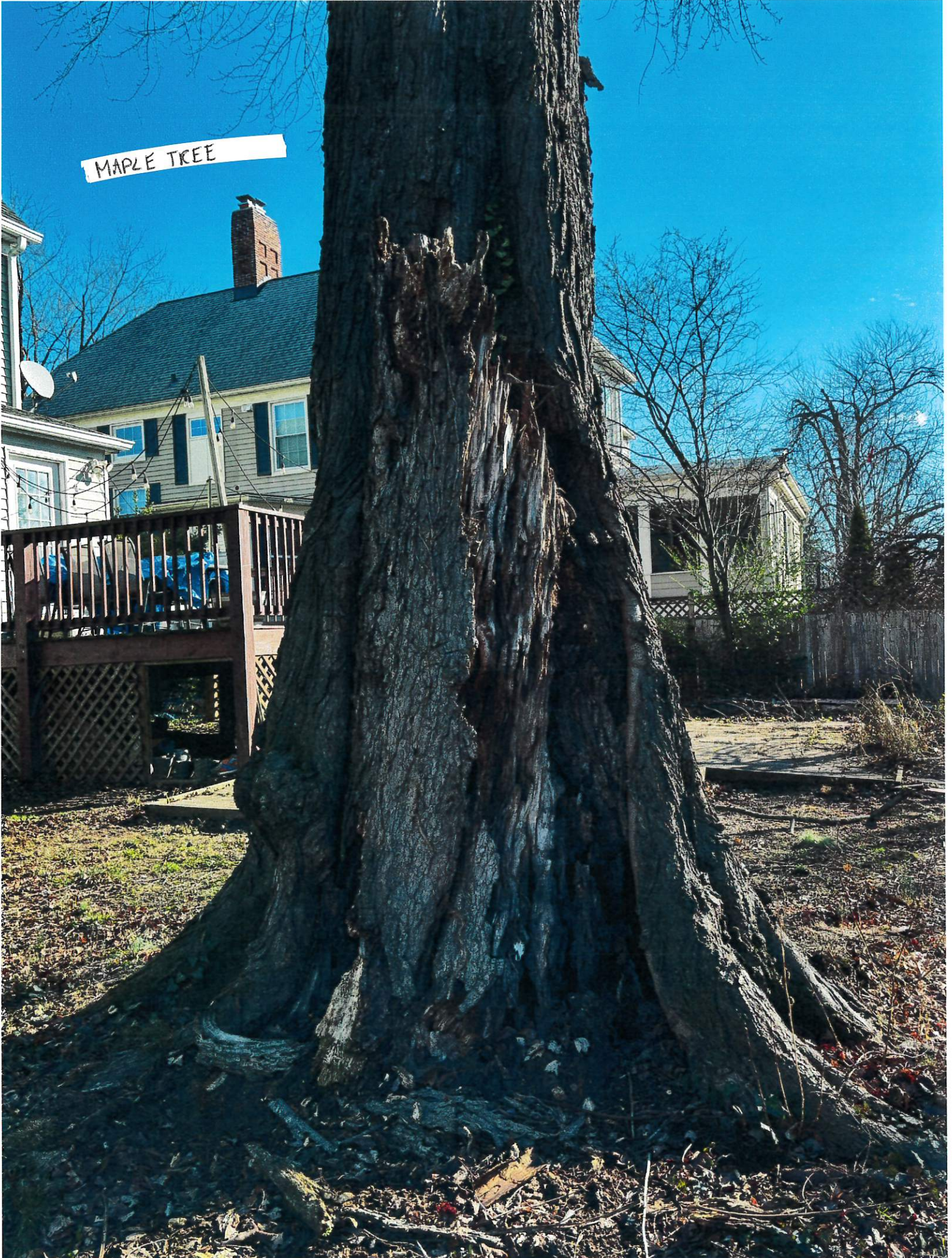
RECOMMENDATION:

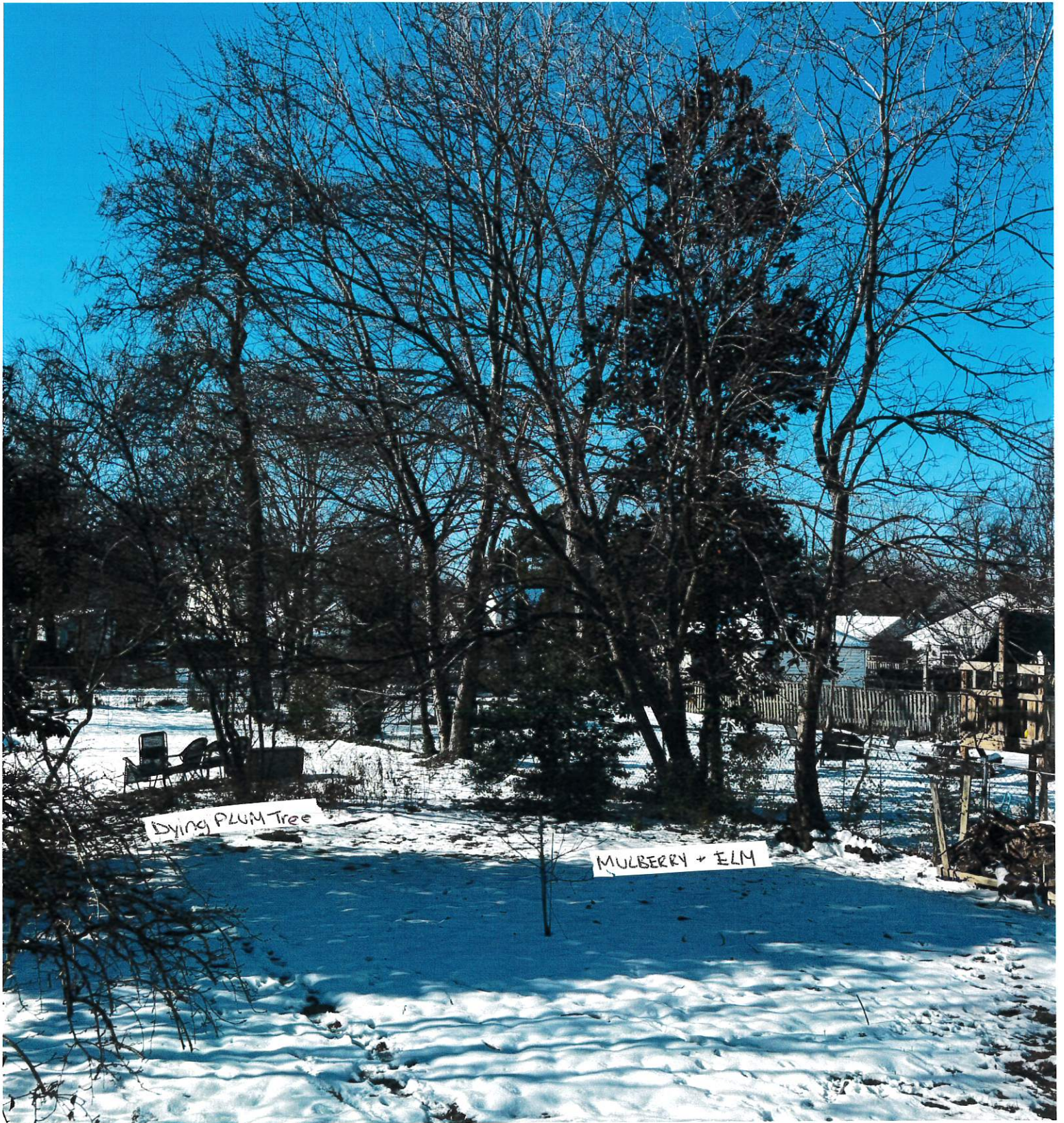
The proposed actions requested by the applicant appears to meet the requirements established in the City of Laurel's *Unified Land Development Code*, including the design criteria listed in the *Design Guidelines of the City of Laurel Historic District Commission*. Staff recommends the Historic District Commission **APPROVE** Certificate No. HDC -2025-0061.

Submitted & Recommended by:

Taylor Harvey
Taylor Harvey, Planner II

MAPLE TREE





Dying PLUM Tree

MULBERRY + ELM



**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: 1/2/2025

ADDRESS OF PROPERTY:
322 Montgomery Street

Laurel, Maryland 20707

OWNER'S NAME, ADDRESS, PHONE & EMAIL:

Amy Dunham
322 Montgomery Street
410-733-4221
adunham21@gmail.com

CONTRACTOR'S NAME, ADDRESS, PHONE AND EMAIL:

Appalachian Tree Co., Inc.
4081 Bill Maxley Rd Mt. Airy, MD 21721
888-873-3018
info@mdtreeexperts.com

APPLICANT'S NAME, ADDRESS, PHONE AND EMAIL:

see owner's info

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"
Large tree removed due to rotting.
will need to block alley with equipment
for part of day

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

(Check one)

FLATWALL _____ PROJECTING _____
SIGNBAND _____ FREESTANDING _____

(Details)

SIZE: _____

MATERIAL: _____

MESSAGE: _____

COLORS: _____

LIGHTED SIGN: _____

IF YES, TYPE: _____

X [Signature]
SIGNATURE OF APPLICANT

1/2/25
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 _____



CITY OF LAUREL
HISTORIC DISTRICT COMMISSION
8103 SANDY SPRING ROAD, LAUREL, MD 20707
301-725-5300

CERTIFICATE OF APPROVAL NO. HDC 2025-0064

Date of Application: 1/21/25	Work Type: Roof	HDC Sign Required? Yes: No: x		
Submit Information By: 1/24/25		For Meeting On: 2/18/25		
ADDRESS OF PROPERTY: 423 Prince George Street Laurel, MD 20707		WORK DESCRIPTION (Please be specific on colors, style and material): Replace current shed black rolled shingle roof with black architectural shingles.		
OWNER'S Name, address, number, email: Tom Harbage 423 Prince George Street Laurel, MD 20707 tharbage@netscape.net – 443-413-1229				
CONTRACTOR'S Name, address, phone number, email: A & R Roof Services LLC 1011 7 TH Street Laurel, MD 20707 aandrroofservices@gmail.com 301-974-7059 – 240-643-2169		*Section below for Signs: (drawing must accompany application)		
		TYPE:	Flatwall:	Projecting:
			Signband:	Frestanding:
		SIZE:	Material:	
APPLICANT'S Name, address, phone number, email: Same as owner		MESSAGE: 		
		COLORS: 		
		Illumination: 	Type: 	
*CONDITIONS: (1) Applicant must comply with Section 20-103 of the Historic District Guidelines. (2) If work has not commenced within (12) twelve months of the date of approval, the Certificate is void, unless a renewal is requested from the Historic District Commission before it expires. (3) IF THIS IS STAFF APPROVAL: All work must be "in-kind": using same color (or color from the Historic District Approved Color List), same style and same material. Failure to comply can result in code enforcement fines and/or denial of tax credit requests. NO EXCEPTIONS. (4) IF THIS IS A TREE REMOVAL: It is recommended a new tree be planted on the property for each tree removed, using the Approved Tree List created by the City of Laurel Tree Board (5) PLEASE POST THIS CERTIFICATE IN A WINDOW UNTIL WORK IS COMPLETED				
FEE: \$25		*Starting July 1, 2024 there will be a fee of \$25 or \$50 for this application.		
HISTORIC DISTRICT COMMISSION:		DATE:		
PLANNING AND ZONING:				
*This authorization does not by its issuance preclude or replace permits required by other departments or agencies.				
ON FILE (SEE APPLICATION)		443-413-1229		
Signature of Applicant		Daytime Phone number		
Qualifies For Tax Credit: Yes: x No:		*Applicant still has to apply to receive approval.		
Permit Required: Yes: No: x		Permit No.		



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AGENDA ITEM NO. 4

TECHNICAL STAFF REPORT

DATE: January 31, 2025
TO: City of Laurel Historic District Commission
FROM: Taylor Harvey, Planner II
CASE: Certificate of Approval No. HDC 2025-0064

GENERAL INFORMATION

APPLICANT: Tom Harbage
423 Prince George St.
Laurel, MD 20707

OWNER: Same as applicant.

LOCATION: 423 Prince George St.
Laurel, MD 20707

PURPOSE: **Requesting approval to replace the existing roof on shed.**

REQUESTED ACTION: Approval of Certificate No. HDC 2025-0064

ZONE: R-20 (One-Family Semi-Detached, Two-Family Detached, One-Family Triple Attached)

CONTRIBUTING: Yes

ZONING ANALYSIS:

The applicant is seeking Historic District Commission (HDC) approval to replace an existing roof located on the existing shed/garage. The proposed roof shingles will be similar in color to the existing shingles, which is a black color, and will be architectural in style.

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 the existing shed.
- 2. Photo of proposed shingles.

RECOMMENDATION:

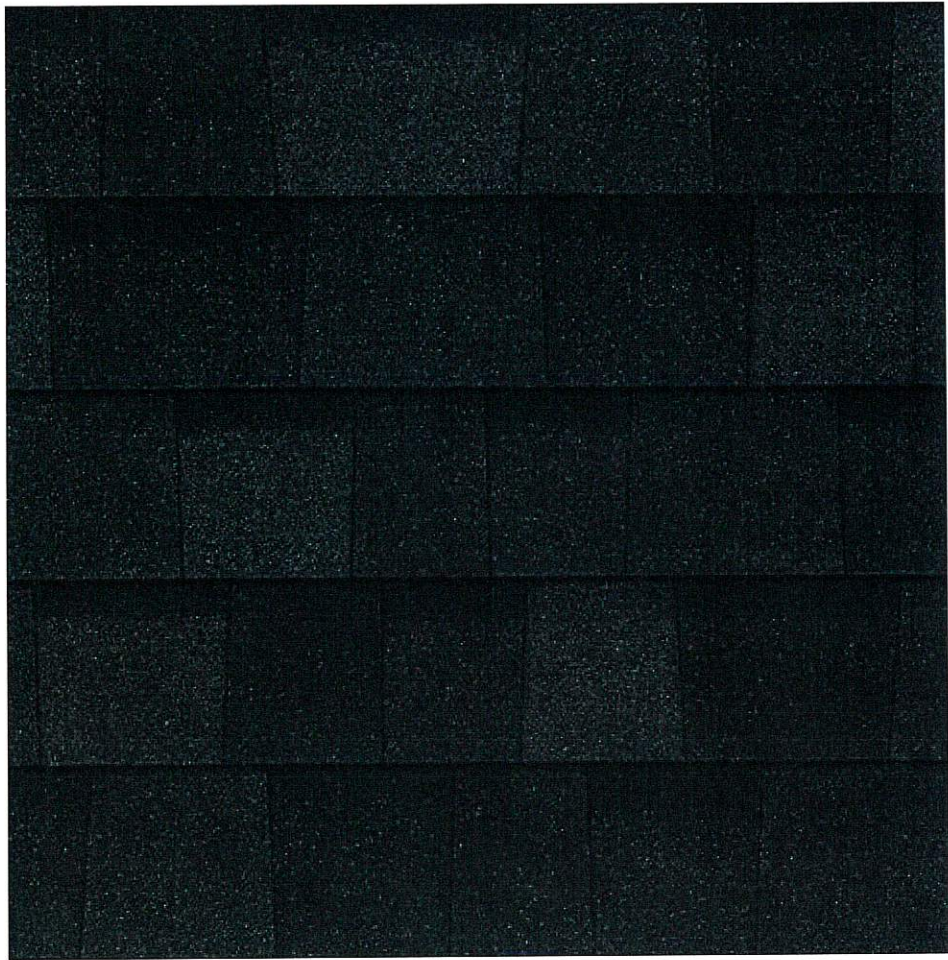
The proposed actions requested by the applicant appears to meet the requirements established in the City of Laurel's *Unified Land Development Code*, including the design criteria listed in the *Design Guidelines of the City of Laurel Historic District Commission*. Staff recommends the Historic District Commission **APPROVE** Certificate No. HDC 2025-0064.

Submitted & Recommended by:

Taylor Harvey

Taylor Harvey, Planner II







CITY OF LAUREL HISTORIC DISTRICT COMMISSION

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HDC CERTIFICATE OF APPROVAL APPLICATION

STEP 1: FOR APPLICANT TO COMPLETE

DATE OF APPLICATION: Jan 21, 2025

ADDRESS OF PROPERTY:
423 Prince George st.
Laurel, Maryland 20707

OWNER'S NAME, ADDRESS, PHONE & EMAIL:

Tom Harbage
423 Prince George st.
Laurel, Maryland 20707
(443) 413-1229
tharbage@netscape.net

CONTRACTOR'S NAME, ADDRESS, PHONE AND EMAIL:

A & R Roof Services LLC
1011 7th St Laurel, MD 20707
(301) 974-7059 / (240) 643-2169
aandrroofservices@gmail.com

APPLICANT'S NAME, ADDRESS, PHONE AND EMAIL:

Tom Harbage
423 Prince George st.
Laurel, Maryland 20707
(443) 413-1229
tharbage@netscape.net

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

Replace current shed/garage black rolled shingle roof with black architectural shingles.

*COMPLETE FOR SIGNAGE or AWNING REQUESTS ONLY:

(Check one)

FLATWALL PROJECTING

SIGNBAND FREESTANDING

(Details)

SIZE: _____

MATERIAL: _____

MESSAGE: _____

COLORS: _____

LIGHTED SIGN: _____

IF YES, TYPE: _____

X

SIGNATURE OF APPLICANT

1/21/25

DATE

0 Yes 0 No Staff Approval?

STEP 2: FOR CITY STAFF TO COMPLETE