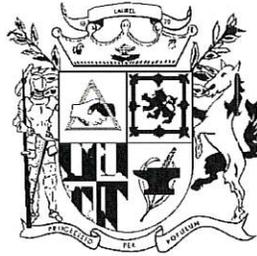


Margie McCeney, Chair
Marlene Frazier, Vice-Chair
Brensis Smith, Council President
Mary-Eileen Leszcz
Nancy Steinecke
Oscar De La Puente
Lakisha Muhammad



CITY OF LAUREL HISTORIC DISTRICT COMMISSION

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

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

EIGHT HUNDRED EIGHTY EIGHTH MEETING
TUESDAY – February 17, 2026– 6:00 P.M. - REGULAR
AGENDA

This meeting will be held virtually

1. Roll Call.
2. Approval of the Minutes for the Regular HDC meeting held on **January 20, 2026**.
3. **HDC-2026-0059** for **505 Montgomery Street**, submitted by **Stephen Clement**, Applicant is seeking retroactive approval to replace previous black 3-tab Shingled roof with current black 30-year CertainTeed Shingles. Applicant is also seeking retroactive approval to replace previous white vinyl shutters with current red vinyl shutters.

Staff Approvals:

HDC-2026-0040 for **410 Laurel Avenue**, submitted by **Philip Murphy**, Applicant is seeking approval to remove a dead hazardous Gum tree and replant a Pin Oak tree.

HDC-2026-0056 for **410 Prince George Street**, submitted by **Sheila McJilton**, Applicant is seeking approval to replace 2, 6 Pane windows, 4, 6 over 1 windows, and 4 basement windows. All windows are vinyl and will be replaced in-kind.

HDC-2026-0057 for **555 Main Street**, submitted by **Tonia Martin**, Applicant is seeking emergency approval to replace damaged black 3-tab Shingled roof with same 3-tab Shingled roof.

Tax Credits:

A tax credit request for **407 Montgomery Street**, submitted by **Gabrielle Whitfield** for **HDC2025-0095** for replacement of 3-tab gray shingled roof with architectural gray shingled roof. The material cost was \$20,443.61, proof of payment was \$20,443.61 and tax credit amount is **\$2,044.36**.

A tax credit request for **109 Sixth Street**, submitted by **Wanda Breeden** for **HDC2026-0013** for replacement of all windows. The material cost was \$13,053.00, proof of payment was \$13,053.00 and tax credit amount is **\$1,305.30**.

4. **Adjourn**



City of Laurel Historic District Commission

8103 Sandy Spring Road Laurel, MD 20707

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

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EIGHT HUNDRED AND EIGHTY SEVENTH MEETING

TUESDAY – January 20, 2026– 6:00 P.M.

This meeting was conducted in-person

Convened: 6:00 P.M.

Adjourned 6:16 P.M.

Commissioners Present:

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

Staff Present:

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

Commissioners Absent: Zero (0)

Citizens Present: Two (2)

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

Chairwoman McCeney asked for a roll call. Seven (7) Commissioners answered present, constituting a quorum.

Chairwoman McCeney asked if there were any corrections to the Minutes from the Regular HDC meeting held on December 16, 2025.

There were none.

On a motion by Council President Smith seconded by Mr. De La Puente, the minutes were approved on (7) seven affirmative votes.

HDC-2026-0043 for 333 Prince George Street, submitted by **Oscar De La Puente**, Applicant is seeking approval to replace current full length window cream colored wood front door with $\frac{3}{4}$ length window white wood door. Applicant is also seeking approval to replace current cream color screen door with full length window without a screen.

The applicant was present and declared a conflict of interest regarding this application and recused himself from the vote.

The applicant stated the new door will be very similar to what is already there, they are just reducing the size of the glass.

On a motion by Ms. Frazier, seconded by Ms. Leszcz, the application was approved on (6) six affirmative votes.

HDC-2026-0050 for **600 Montgomery Street**, submitted by **Lam Vu**, Applicant is seeking approval to replace current brown cedar wood shingled siding with white vinyl siding.

The applicant was present.

Ms. Steinecke stated she is looking forward to when the applicant completes the work.

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

HDC-2026-0051 for **421 Prince George Street**, submitted by **Karen Lubieniecki**, Applicant is seeking approval to replace current architectural shingled roof with CertainTeed Pro Lifeguard shingles in the color max def Shenandoah, replace current white 5" round gutters with new 6" round heavy-duty aluminum gutters and 3" and 4" downspouts and repaint chimney black.

The applicant was present.

The applicant stated it's not the actual chimney that is being repainted it's a chimney cover.

On a motion by Council President Smith, seconded by Ms. Frazier, the application was approved on (7) seven affirmative votes with the amendment of the repainting of the chimney cover.

HDC-2026-0053 for **522 Main Street**, submitted by **James Martin**, Applicant is seeking approval to Install two classic iron handrails. Handrails will be fabricated with 1" support posts, 1" flat middle horizontal and molded top rail with lamb's tongue endings.

The applicant was not present.

Ms. McCeney stated she feels that the new railings are Contemporary and do not match the style of the rest of the buildings on the property. Ms. Steinecke stated the existing railing looks like more iron work than the proposed railing. Mr. De La Puente stated the proposed railings look Contemporary compared to what he has seen at the property. Council President Smith asked whether the proposed railing would be an update for all the railings or are they only planning to do only the railings they stated.

On a motion by Ms. Frazier, seconded by Council President Smith, the application was tabled on (7) seven affirmative votes with the request to get more information about the scope of work.

Staff Approvals:

HDC-2026-0042 for **1111 Montgomery Street**, submitted by **Cynthia Wood**, Applicant is seeking emergency approval to replace a leaking grey shingled roof with grey architectural shingles.

HDC-2026-0030 for **407 Montgomery Street**, submitted by **Gabrielle Whitfield**, Applicant is seeking approval to replace 22 White Double-Hung, Modified Colonial 6 over 6 windows with same White Double-Hung, Modified Colonial 6 over 6 windows.

There was no discussion.

Minutes Approved:

Date:



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

CERTIFICATE OF APPROVAL NO. HDC 2026-0059

Date of Application: 1/5/26	Work Type: Roof & Shutters	HDC Sign Required? Yes: No: x		
Submit Information By: 1/23/26		For Meeting On: 2/17/26		
ADDRESS OF PROPERTY: 505 Montgomery Street Laurel, MD 20707		WORK DESCRIPTION (Please be specific on colors, style and material): retroactive approval to replace previous black 3-tab Shingled roof with current black 30-year CertainTeed Shingles, retroactive approval to replace previous white vinyl shutters with current red vinyl shutters.		
OWNER'S Name, address, number, email: Stephen Clement 505 Montgomery Street Laurel, MD 20707 301-490-4595				
CONTRACTOR'S Name, address, phone number, email: Ultra Contractors LLC 23000 Sycamore Farm Drive Clarksburg, MD 20871 info@ultracollc.com – 301-868-5872		*Section below for Signs: (drawing must accompany application)		
APPLICANT'S Name, address, phone number, email: Same as owner		TYPE:	Flatwall:	Projecting:
			Signband:	Frestanding:
		SIZE:	Material:	
*CONDITIONS: (1) Applicant must comply with Section 20-103, 20-105 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 *PLEASE PLACE THIS CERTIFICATE IN YOUR WINDOW UNTIL WORK IS COMPLETED*		MESSAGE:		
		COLORS:		
		ILLUMINATION:	Type:	
FEE:\$0		*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)			301-490-4595	
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.		



**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. 3

TECHNICAL STAFF REPORT

DATE: February 17, 2026
TO: City of Laurel Historic District Commission
FROM: Alexis Williams, Planner I
CASE: Certificate of Approval No. HDC- R20260059

GENERAL INFORMATION

APPLICANT: Stephen Clement
505 Montgomery Street
Laurel, MD 20707

OWNER: Same as applicant

LOCATION: 505 Montgomery Street
Laurel, MD 20707

PURPOSE: **Requesting retroactive approval to replace the roof and shutters.**

REQUESTED ACTION: Approval of Certificate No. HDC R20260059

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) retroactive approval to replace the previous black 3-tab shingled roof with 30-year CertainTeed shingles in the color black. The previous white damaged shutters were replaced with red vinyl shutters.

DESIGN GUIDELINES EXCERPT:

Sec. 20-26.12. - Colors.

The Commission does not dictate what colors an applicant may use, but is concerned that the colors selected be appropriate for the structure and its neighborhood.

The only guideline for the application of color in either residential or commercial districts is that the colors shall be historically appropriate house colors. This refers to the colors that date to an appropriate period and that go together in a compatible fashion.

An approved color list is available on the City website and upon request.

In commercial districts, the building and the block shall be considered to achieve a compatible application of colors.

- ***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.

- ***Sec. 20-26.30. - Shutters.***

(a) Preference is given to repair of existing shutters or replacement in-kind. The rules to be followed for the proper appearance of shutters or exterior blinds in Historic Districts are:

(1) The width should, except where not possible be sufficient for each shutter to cover one-half (1/2) of the window opening;

(2) The height, starting above the sill and ending below the lintel, should, except where not possible be such that the shutter appears to cover the entire window when closed; and

(3) The style of the shutter should be compatible with the style of the structure.

(b) These guidelines apply whether the shutter is operable or fixed.

(c) Double windows. For double windows, the width and height of each shutter should, except where not possible be sufficient to cover twenty-five (25) percent of the window and shall be consistent with the style of the structure and the historic nature of the neighborhood.

ATTACHMENTS:

1. Photo of front of property
2. Photo of shutters
3. Photo of roof

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 R20260059.

Submitted & Recommended by:

Alexis Williams, Planner I





505





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

STEP 1: FOR APPLICANT TO COMPLETE

DATE OF APPLICATION: 01/05/2020

ADDRESS OF PROPERTY:
505 Montgomery St.

Laurel, Maryland 20707

OWNER'S NAME, ADDRESS, PHONE & EMAIL:
Stephen Clement
505 MONTGOMERY ST
LAUREL, MD. 20707
301-490-4595

CONTRACTOR'S NAME, ADDRESS, PHONE AND EMAIL:
ULTRA CONTRACTORS LLC
CLARKSVILLE MD.

WORK COMPLETED
CITATION # 025904
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:

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 ROOF W/ 30YR CERTANTEED
SHINGLES
REPLACED SHUTTER W/COLOR DIFF.
FOR DAMAGED EXIST'G SHUTTERS

*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

01/05/2020
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