

Building and Construction Task Force Recommendations:

1. Mechanical permits should move to an escrow account system. Contractors in escrow system must sign legal document with all appropriate info to show intent to follow procedure.
2. The local fire chief should be a review and recommending body only.
3. Create and use document to explain permit process to many different groups of people. (Included)
4. Ensure wider diversification of HPC members by method of Council's choice. Needs to be more diverse than simply people who are knowledgeable about historical items to ensure that general population's concerns and needs are considered in addition to their property in the historic area.
5. Council should know that according to Michael Day from the Maryland Historic Trust, no other area pays HPC members and that newspaper advertisements are not required.
6. HPC to come up with a plan within 90 days to be more consumer friendly to contractor and general public and streamline process. Issues to be recommended to HPC to make procedure and perception of procedure more friendly to applicants such as:
 - a. HPC to define small items to Dan Brandewie, the HPC liaison, to give him control as their representative for consent agenda. Define administrative guidelines.
 - b. HPC aim for more consistency in interpretation of guidelines.
 - c. HPC should have HPC liaison in planning and zoning to make site visits and report to entire HPC at same time instead of current system of one HPC board member visiting job sites.
 - d. Find mechanism to ensure lack of members present at meeting will not delay job by inability to vote. Recommend if unable to vote due to absence, application is approved.
 - e. Add clause that all decisions are final after 24 hrs - no coming back after a decision and asking for more information.
7. Planning and zoning should continue to estimate time of permit process at time of application.
8. Neighborhood compatibility survey should be streamlined: If property is in the historic district, the survey should be eliminated because the HPC requirements are more stringent.
9. Changes in code and enforcement of regulations that have not be enforced in the past should allow 30 days or more from estimated time of receipt of notification to the violator for them to correct.