



**Historic Preservation Commission**  
**Regular Meeting**  
January 16, 2026, 11:00 AM  
Council Conference Room, La Plata Town Hall  
305 Queen Anne St.  
La Plata MD

**Agenda**

1. Call to Order
2. Pledge of Allegiance
3. Approval of Minutes
  - 3.1. Approval of minutes from meeting on November 21, 2025.
4. Election of Historic Preservation Commission Chair & Vice Chair for 2026
  - 4.1. Election of Chair
  - 4.2. Election of Vice Chair
5. Matters of Discussion
  - 5.1. Adoption of Centennial Plaque Program Resolution
  - 5.2. Development of a Preservation Professionals List for La Plata Community
  - 5.3. Historic Resource Commission Meeting Cadence
6. Work Group Reports
  - 6.1. 1926 Tornado Commemoration Activities
  - 6.2. Celebrate La Plata day display Town Hall
  - 6.3. Train Station Museum
7. Matters of Information
  - 7.1. Town Council Liaison Brief
  - 7.2. Planning Director Brief
8. Public Comment

9. Adjourn



**TOWN OF LA PLATA**  
**Historic Preservation Commission Minutes**  
November 21, 2025, 11:00 AM  
Regular Meeting  
Council Conference Room, La Plata Town Hall  
305 Queen Anne St.  
La Plata MD

**PRESENT:** Chair Rich Gilpin  
Vice Chair Steuart Bowling  
Mary Beth Chandler  
Jane Hobbs  
Councilman Paul Guttenberg

**ABSENT:**

**TOWN STAFF:** Don Dooley, Director of Planning  
Kenar Johnson, Senior Planner  
Shelby Pritchett, Town Clerk

**GUESTS:**

1. Call to Order

1.1. Call to Order

Chair Gilpin called the meeting to order at 11:02 am.

1.2. Pledge of Allegiance

Chair Gilpin led all assembled in the Pledge of Allegiance.

2. Approval of Minutes

2.1. Approval of minutes from meeting on September 19, 2025.

Chandler moved to approve minutes as presented.

Moved By: Mary Beth Chandler, seconded by Paul Guttenberg.

**Passed Unanimously**

3. Matters of Discussion

3.1. Draft 2025-2030 Work Plan

Vice Chair Bowling moved to approve the work plan as presented.

Moved By: Steuart Bowling, seconded by Jane Hobbs.

**Passed Unanimously**

3.2. Draft Centennial Plaque Program

Director Dooley gave a presentation on the Centennial Plaque Program. The commission agrees to proceed with a resolution to adopt, including recommended modifications. Director Dooley will present to the commission at the next scheduled meeting.

### 3.3. Workgroup Reports

- Train Station Museum
- Firehouse Museum
- Art Audley Memorial
- 1926 Tornado Marker & Observances
- Willing Helpers Hall Plaque
- Placement of the Schoolhouse Plaque
- Small Business Saturday

Chair Gilpin reported on the Train Station Museum and Small Business Saturday. Chair Gilpin and Vice Chair Bowling reported on the Art Audley Memorial. Director Dooley reported on the Firehouse Museum. Vice Chair Bowling reported on the 1926 Tornado Marker & Observances. Commissioner Chandler reported on the Willing Helpers Hall Plaque. The Historic Preservation Commission did not report on the placement of the Schoolhouse Plaque.

### 4. Other Business

Chair Gilpin confirmed there was no other business to report.

### 5. Matters of Information

#### 5.1. Town Council Report

Councilman Guttenberg provided the Town Council report to the Historic Preservation Committee, reminding them of the upcoming January 15, 2026, Boards and Commissions Training, including amplifying details as to the need for the training.

#### 5.2. Staff Report

Director Dooley indicated there was no Staff Report.

### 6. Adjourn

#### 6.1. Adjournment

Vice Chair Bowling moved to adjourn the meeting. Chair Gilpin adjourned the meeting at 1:06 PM.

Moved By: Steuart Bowling, seconded by Paul Guttenberg.

Ayes: None

Nays: None

Abstained: None

Absent:

Submitted by:

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Shelby Pritchett, Town Clerk



## **TOWN OF LA PLATA**

**305 Queen Anne Street  
Post Office Box 2268  
La Plata, Maryland 20646**

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### **HISTORIC PRESERVATION COMMISSION STAFF REPORT**

**DATE:** November 21, 2025

**TO:** Honorable Chair and Members of the Historic Preservation Commission

**FROM:** Don Dooley, Director of Planning

**SUBJECT** Proposed Centennial Plaque Program

**REQUEST:** To create plaque program to recognize buildings, structures, objects, and sites that are at least 100 years in the Town of La Plata

#### **BACKGROUND**

At the November 21, 2025, Historic Preservation Commission Meeting, staff presented the draft "Centennial Plaque Program" for the Commission's review and comments. The Commission subsequently expressed support for the details of the Program. However, the Commission requested that all plaques be produced in bronze metal as the estimated cost for each bronze plaque is only \$349 and the Draft Centennial Plaque Program limits the approval of up to five plaques per fiscal year, subject to funding by the Town Council. Staff subsequently made this modification to the Draft Centennial Plaque Program under Section F(2).

Staff is now bringing forward the Draft Historic Preservation Commission Resolution for the Commission's adoption to recommend that the Town Council adopt the Centennial Plaque Program and its provisions.

#### **DISCUSSION**

Staff has no further comments on the Draft Centennial Plaque Program with the following exception. If the Commission desires to expedite Centennial Plaque Applications for review and approval by the Town, Sections B(1) and B(6) of the Draft Centennial Plaque Program could be revised to authorize the Planning Director, rather than the Historic Preservation Commission, to approve applications subject to meeting the proposed eligibility criteria in Section "B."

**Historic Preservation Commission  
Draft Centennial Plaque Program  
January 16, 2026**

**RECOMMENDATION**

Staff recommends the Historic Preservation Commission adopt the attached resolution, recommending to the Town Council, approval of the Draft Centennial Plaque Program, as described in Attachment “1” of this report .

**ATTACHMENTS**

- 1) Draft Historic Preservation Commission Resolution.
- 2) Draft Centennial Plaque Program (dated January 16, 2026), with Attachment “A” (Example of Bronze Centennial Plaque).
- 3) Historic Preservation Commission Staff Report Dated November 21, 2025.

**TOWN OF LA PLATA, MARYLAND  
HISTORIC PRESERVATION COMMISSION  
RESOLUTION NO. 2026-01**

**A RESOLUTION OF THE HISTORIC PRESERVATION  
COMMISSION OF THE TOWN OF LA PLATA, MARYLAND  
RECOMMENDING TO THE TOWN COUNCIL APPROVAL OF A  
PROPOSED “CENTENNIAL PLAQUE PROGRAM” FOR THE  
TOWN OF LA PLATA**

**WHEREAS**, in an effort to recognize buildings, structures, objects, and sites that have been part of La Plata’s history and heritage for 100 years or more, the Historic Preservation Commission believes these resources should be given public recognition as they contribute to the awareness, character, and appreciation of the Town’s rich and enduring architectural and cultural heritage that fosters community pride and the Town’s sense of place in the State of Maryland; and

**WHEREAS**, the proposed “Centennial Plaque Program” will help promote heritage tourism in the Town of La Plata by identifying its architectural and cultural resources for the interest and study of visitors to help incentivize public interest to visit the Town of La Plata. Tourists in the Town of La Plata will also have the opportunity to discover the numerous goods and services offered in the Town to support their visit(s) such as, but not limited to, restaurants, lodgings, service stations, souvenir shops, etc. which in-turn, will help bolster the local economy through additional public spending in Town.

**WHEREAS**, the Historic Preservation Commission has previously reviewed and commented on the initial draft of the “Centennial Plaque Program” during their regularly scheduled meeting of November 21, 2025, and expressed support for the program with the provision that the proposed plaques be made of bronze metal; and,

**WHEREAS**, the Historic Preservation Commission has reviewed and supports the final draft of the proposed Centennial Plaque Program (dated January 16, 2026) in Attachment No. 1 of this Resolution and incorporated herein by reference.

**NOW, THEREFORE, BE IT RESOLVED** that the La Plata Historic Preservation Commission hereby recommends Town Council approval of the Draft Centennial Plaque Program with the implementation provisions provided for the draft program contained in Attachment No. 1 of this Resolution and incorporated herein by reference.

**PASSED AND ADOPTED BY THE LA PLATA HISTORIC PRESERVATION COMMISSION** on January 16, 2026, by the following vote:

Yes:  
No:  
Abstain:  
Absent:

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Steuart Bowling, Historic Preservation Commission, Vice-Chair

Attest:

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Don Dooley, Director of Planning

Attachments:

- 1) Historic Preservation Commission Final Draft (dated January 16, 2026) of the Proposed "Centennial Plaque Program" provisions.

# **DRAFT**

## **TOWN OF LA PLATA**

### **CENTENNIAL PLAQUE PROGRAM**

**JANUARY 16, 2026**

#### **A. Purpose:**

To recognize buildings, structures, objects and sites that have been part of La's Plata's history and heritage for 100 years or more. These enduring resources are tangible reminders of our Town's strength and resilience as a community that transcend generations. They contribute to the awareness, character, and appreciation of the Town's rich architectural and cultural heritage that fosters community pride and the Town's sense of place within the State of Maryland.

Historic plaques are a wonderful way to promote economic development, through heritage tourism, by educating the public about the remarkable and rich history of our Town and about the people and events often connected to the oldest buildings and places in La Plata.

#### **B. Eligibility Criteria**

Any, legal, property owner of a building, structure, object, or site ("resource") in the Town of La Plata may participate in the Centennial Plaque Program to receive an identification plaque for their resource, subject to the following criteria:

- 1) The resource must be documented to be at least 100 years old to the satisfaction of the La Plata Historic Preservation Commission.
- 2) The property owner or their designee shall identify through documented historic research, using any combination of public and private records, the original date or estimated date of the construction of the resource. For sites, the documentation shall demonstrate that it is principal location or place of an historic event that occurred at least 100 years ago in La Plata's history.
- 3) The resource was developed/constructed in the Town of La Plata. Resources that were moved into Town, after they were constructed, are ineligible unless they were moved into the Town and have remained in La Plata for at least 100 years.
- 4) The property owner consents to placing and retaining the plaque along the exterior of the resource in the most visible and/or accessible location for public view.
- 5) The plaque is to be maintained in good condition at all times by the property owner. Any damage made to the installed Centennial Plaque shall be repaired at the property owner's expense, within 90-days, unless waived by the Town of La Plata.
- 6) The La Plata Historic Preservation Commission shall approve all Centennial Plaques issued by the Town of La Plata.

- 7) All Centennial Plaques remain the property of the Town of La Plata.
- 8) Each property owner shall be responsible for installing the Centennial Plaque within 30 days of receiving it from the Town of La Plata. The property owner is responsible for any/all installation costs.
- 9) Employees and authorized agents from the Town of La Plata are authorized to inspect each, installed, Centennial Plaque during the Town's normal business hours.

**C. Nominations for Centennial Plaques**

- 1) Nominations of any building, structure, object, or site ("resource") for participation in the Centennial Plaque Program may be made by the legal property owner of the resource, their designee, the La Plata Town Council or the La Plata Historic Preservation Commission provided the property owner consents to the nomination and complies with the Eligibility Criteria in Section "B."
- 2) Each nomination for Centennial Plaque must be accompanied by a completed *Centennial Plaque Program Application*, signed by the legal property owner of the resource, on a form provided by the Town of La Plata.

**D. Application Limits**

No more than five Centennial Plaques may be authorized by the Town of La Plata each year. However, funding for the Centennial Plaque Program shall subject to available funding allocated in the Town's budget each fiscal year.

**E. Production of Plaques**

All plaques shall be produced for the Town of La Plata by qualified vendor(s) in compliance with Town's procurement policies.

**F. Description of the Plaque**

- 1) Each plaque will be approximately 5"x7."
- 2) Plaques shall be produced in bronze metal.
- 3) All plaques shall be written in a "Copperplate" font style or as authorized by the Historic Preservation Commission.
- 4) Each Centennial Plaque shall display the resources' centennial date in the center of the plaque (i.e., "Built 1923"). The top of the plaque will read, "La Plata Historic Preservation Commission. The bottom of the plaque shall read, "Centennial Plaque Program."

Attachment "A" – Example of Centennial Plaque

-End-





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**DATE:** November 21, 2025

**TO:** Honorable Chair and Members of the Historic Preservation Commission

**FROM:** Don Dooley, Director of Planning

**SUBJECT** Proposed Centennial Plaque Program

**REQUEST:** To create plaque program to recognize buildings, structures, objects, and site that are at least 100 years in the Town of La Plata

#### **BACKGROUND**

In the past, the Town of La Plata has recognized and plaqued a few buildings and sites that have contributed to the Town's history. Building on this concept, Historic Preservation Commission determined it would be appropriate to recognize all buildings, structures, objects, and important sites that are at least 100 years old in the Town, as these resources represent the earliest fabric of the community's history. To accomplish this goal, a subcommittee was developed to create a "plaque program" to identify such resources Town. The project has also been added to the Historic Preservation Commission's Draft 2025-2030 Work Plan.

#### **DISCUSSION**

The HPC's "Plaque Program" Subcommittee met with staff in September and October 2025, to develop the details for a plaquing program to recognize all buildings, structures, objects and important sites ("resources") in the Town that are at least 100 years old. The program has been dubbed the "Centennial Plaque Program" ("Program") as it best conveys the purpose of the plaques for residents and visitors alike.

Attachment No.1 is the draft of the Centennial Plaque Program. It outlines the purpose of the program, the eligibility criteria, nomination criteria and other details. An example of what a Centennial Plaque would look like is also included.

The cost of each plaque has been estimated to be \$349 for a 10"x7" bronze style plaque or \$309 for an aluminum style plaque. Approximately 23 residential buildings and 19

**Historic Preservation Commission  
Draft Centennial Plaque Program  
November 21, 2025**

commercial buildings in Town are believed to be at least 100 years as of 2025.

Based on the Commission's feedback on the draft Centennial Plaque Program details, staff will further revise the document accordingly.

**RECOMMENDATION**

Staff recommends the Historic Preservation Commission provide its feedback on the Centennial Plaque Program and direct staff accordingly.

**ATTACHMENTS**

1) Draft Centennial Plaque Program, with Attachment "A" (Example of Centennial Plaque)