



Mayor & Council of Berlin

10 William Street, Berlin, Maryland 21811

Phone 410-641-2770 Fax 410-641-2316

www.berlinmd.gov



**Town of Berlin
Historic District Commission
April 04, 2018 – 5:30 PM
Berlin Town Hall – Council Chambers**

1. Call to Order
2. Agenda Adoption
3. Approval of Minutes- March 7, 2018
4. Historic District Residential Home Plaques
5. 319 South Main Street- Roof shingle replacement
6. Comments from the Public
7. Comments from Staff
8. Comments from the Commissioners
9. Comments from the Chairman
10. Adjournment

Any persons having questions about the above-referenced meeting or any persons needing special accommodations should contact Dave Engelhart at 410-641-4143. Written materials in alternate formats for persons with disabilities are made available upon request. TTY users dial 7-1-1 in the State of Maryland or 1-800-735-2258 outside Maryland.

Town of Berlin
Historic District Commission
March 7, 2018

The meeting for the Historic District Commission for March 7, 2018 was called to order by Chairman Carol Rose at 5:37PM. In attendance were Carol Rose, Robert Poli, Mary Moore and Laura Stearns. Staff present were Planning Director Dave Engelhart and Permit Coordinator Carolyn Duffy.

Chairman Carol Rose called for a motion to adopt the March 7, 2018 agenda. Mr. Robert Poli made the motion to approve the March 7, 2018 agenda. Mrs. Mary Moore seconded the motion and it was unanimously accepted by the commission. Chairman Rose called for a motion to approve the minutes from the February 7, 2018 minutes. Mr. Poli wanted an amendment to paragraph five he stated the question was about restoring the house to its original siding or using modern material that emulated the original siding. Mr. Poli made the motion to approve the corrected amendment. Mrs. Laura Stearns seconded the motion and it was unanimously accepted by the commission.

Chairman Rose called the next Case # 3-7-18-04, 11 South Main Street. Mrs. Ashley Asbell had a cold and could barely speak, Mrs. Ivy Wells Economic Development offered to speak for her. Chairman Rose asked the commission members if they had any questions. Mr. Poli and Mrs. Moore both liked it. Chairman Rose said she had one question and that was if she was hanging the sign between the concrete. Then Chairman Rose called for a motion. Mrs. Stearns made the motion to approve Case # 3-7-18-04. Mr. Poli seconded the motion and it was unanimously accepted by the commission.

Chairman Rose called the next Case # 3-7-18-05 for the old laundromat located at 4 Stevenson Lane. Chairman Rose was thrilled with the new look that was presented for the laundromat. Mrs. Stearns stated she was taken with the change. She stated the building sets back and loved the black and white awning and the flower boxes. Mr. Poli agreed with their sentiments. Mrs. Moore was stunned, she replied it's no longer going to be a laundromat. Mr. Conklin replied it will be a commercial storage facility. Mrs. Moore replied we have the exterior given the charm. Mr. Conklin said a couple of things have come up and he wanted to bring to their attention. He stated the walk-in would be inside, the compressor will be outside and they will screen or fence that so not to be seen. The two gas tanks he would like for them to go but they are full of gas and he didn't know if he could sell it back. They will remain until he can use it and then down size to something smaller and screen that. When they ripped off the paneling from around the windows they realized the wood was rotten around them. What he wants to do to preserve the plate glass windows is take out the two windows on each side and install something that looks like a barn sliding door, it would be decorative, the black against the white. It would cover up the space they have to take out. Chairman Rose asked the commission member, if they saw a need for him to come back. They agreed there was no need to have to come back. Mr. Conklin said they had done the demo of the inside already. Planning Director Dave Engelhart asked Mr. Conklin if he would be producing ice cream there. Mr. Conklin replied no he would not be not moving from where his current location is. Mr. Engelhart replied it had been asked of him that's why he was asking.

Chairman Rose went over the list of changes that had been discussed. She asked Mr. Engelhart for guidance just to make sure it was right. Mr. Engelhart stated it would be an amendment to the application. Mrs. Moore asked would anything be written on the outside of the building. Mr. Conklin replied no, signs would be gone. Lights would be there where the signs were. Mr. Poli made the motion to amend and approve Case # 3-7-18-05 with the amendments as follows; the compressor to the south side of the building will be disguised with either shrubbery or fencing. The windows on each side of the plated glass to be replaced with barn doors. And the rotten windows to be replaced when they are ready to replace them. Mrs. Moore seconded the motion and it was unamously accepted by the commission.

Chairman Rose called Case # 3-7-18-06, 9 South Main Street for signage. Mrs. Tracey Bell is going in the Bungalow Love location. Chairman Rose asked the commission members did they have any questions. They did not. Mrs. Moore made the motion to approve Case # 3-7-18-06. Mr. Poli seconded the motion and it was unamously accepted by the commission. Mrs. Moore asked what would be in her shop. Mrs. Bell replied merchandise made in the USA. Mrs. Wells stated her shop was across from Harbor Side, and now she's moving back to Berlin.

Chairman Rose called Case # 3-7-18-07 Bird of Paradise LLC. Mrs. Maria Brittingham stated it would be outdoor garden accessories. Maybe a little pottery, rugs and garden décor. Chairman Rose asked when she expected to be open. Mrs. Brittingham replied March 16th she would be opening, they are unpacking boxes now. Chairman Rose asked her about the size of her sign she stated a little larger than the one that was there. Mrs. Brittingham stated on her paperwork she stated the size of the sign. Mrs. Brittingham told them it would have a flower on the sign. She said the sign maker would cut out the flower and then paint the flower. Mr. Engelhart stated it would be 30x28. It would be the same size as the sign at Sisters. Mrs. Stearns made the motion to approve Case # 3-7-18-07. Mr. Poli seconded the motion and it was unamously accepted by the commission.

Chairman Rose asked if there were any comments from the public. Comments from staff Mr. Engelhart said Ivy Wells from Economic Development had a small project for the homes that are located in the Historic District a plaque that she wants to bring to you next month. Chairman Rose stated that the plaques had been before them numerous times and wanted to know if she was aware of that. Mrs. Wells replied yes that it was Mrs. Patricia Dinar's project. And she was assisting her with it. Mrs. Wells stated they used to have a Historic Walking Tour map and she is redoing that. The reason for this is so people can identify the historic houses. When they come up to them they will see the plaque and the name of the house. They polled the residents so they wouldn't have different designs and what you were shown is what was picked to be placed in the yards. The homeowners would be paying for their own plaque. Mrs. Wells wanted the commission members to know this would be coming before them in April. If there was anything the commission wanted Ms. Dinar to do let her know. Mr. Poli asked about the other houses that are on the outside of the Historic District. Mrs. Wells didn't know but knew some residences wanted them. Mr. Poli asked are you thinking about the houses that are registered on the Historic Trust. Mrs. Wells replied not necessary only the ones identified by Ms. Dinar she has the list. Chairman Rose said it was aluminum. Mrs. Moore asked if one was in Planning Office so they could look at it. Mr. Engelhart stated they are sold in Home Depot

in the hardware isle. Mr. Poli asked where they would be placed. Mrs. Wells replied that would be up to the home owner they are paying for it. Ivy said this would deter people from walking up in people's yards. She has sent letters out to those that wanted them and they have paid for them. They would all be the same for the residents. Mrs. Wells told the commission she wanted them to have time to look it over. Chairman Rose thought she had gone about it in the right way. Mrs. Moore asked Mr. Engelhart about Mr. Groton's house. Mr. Engelhart replied we have sent notices and was told once it goes through probate it would be sold. With no other comments the meeting was adjourned. Mr. Poli made the motion to adjourn. Mrs. Stearns seconded the motion. Adjourned 6:07PM

Respectfully Submitted,



Carolyn Duffy



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Berlin, MD 21811
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HISTORIC DISTRICT BUILDING PERMIT APPLICATION

Date Received: <u>3/7/18</u>	Property Address: _____
Property Owner: <u>Ivy Wells on behalf of owners.</u>	Phone: _____
Property Owner Address: <u>See Attached for listing</u> <u>See Attached</u>	Email: _____
Applicant: <u>Ivy Wells</u>	Phone: _____
<input checked="" type="checkbox"/> Owner <input type="checkbox"/> Tenant <input checked="" type="checkbox"/> Contractor	Email: _____
Address: _____	

Type of Work:			
<input type="checkbox"/> Alterations	<input type="checkbox"/> New Construction	<input type="checkbox"/> Addition	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Demolition	<input checked="" type="checkbox"/> Sign	<input type="checkbox"/> Awning	_____

DESCRIPTION OF WORK PROPOSED (Please be specific) Attach addition sheet if necessary. Type of material, color, dimensions, etc. must accompany application. If signs are proposed, indicate material, method of attachment, position on building, size and front lineal feet of building, size and position of all other signs on building, and a layout of the sign.

The addition of a historic plaque designating the year and name of the historic residential property. Plaque will be antique copper. Size is: 15.75W x 10"H

All required documents must be submitted to the Planning Director at least 21 days prior to the next meeting of the Historic District Commission. See below for documents required to be filed with application.

Failure to include all the required attachments and/or failure of the applicant or his/her authorized representative to appear at the scheduled meeting may result in postponement of the application until the next regularly scheduled meeting. If an application is denied, the same application cannot be resubmitted for one year from date of such action.

I hereby certify that the owner of the subject premises has been fully informed of the alterations and that said owner is in full agreement with this application.

Applicant/Agent Signature _____

<input type="checkbox"/> Site Plan, if applicable
<input type="checkbox"/> Scaled and measured detailed drawings, including, but not limited to, plans and elevations of the proposed alterations or improvement, or in the alternative, a scale mock up.
<input type="checkbox"/> For an existing structure, color photographs* of the structure showing all elevations, the area to be altered, close-ups of architectural detail and the area in the immediate vicinity.
<input type="checkbox"/> For a proposed new structure, photographs* of the subject site and all buildings in the immediate vicinity.
<input type="checkbox"/> Samples of materials or copies of manufacturers product literature.
*Photographs shall be printed or mounted on 8 1/2 X 11 paper or cardboard, and labeled

Date Rec'd <u>3/7/18</u>	Initials <u>CD</u>	HDC Meeting <u>4-4-18</u>	Case # <u>4-4-18-08</u>
HDC Approval (signature)			

<https://www.comforthouse.com/historic-arch-marker.html#jmui=f%3A462%3A305419896%3A0Ty.GPQz%2BAZjPOlgOXhsROk%25>



[Enlarge Image](#)

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Personalized Historical Arch Marker

Item #: 67995F

Average Cust

[Read Reviews](#)

Regular Price: \$94.00

Your Price **\$79.99**

Select style:

Pick color:

Choose top line:

Year:

Line 3:

Qty:

[ADD TO SHOPPING CART](#)

Stock Status: **Available**

[Delivery Time Information](#)



Personalized Historical Arch Marker - - for historic buildings and sites. Contains the year a building or place was founded, built, or dedicated with the word CIRCA, BUILT, or EST. on the top line. Made in USA.

- Note that the first letter of every word is a full-size capital letter. The rest of the word is spelled out in small capitals.
- Line 2 holds the year in large 3" characters.
- Line 3 holds the building name or address. Holds up to 17 characters (including spaces).
- Custom made with your personalized text and color scheme selection.
- Twenty-six different color schemes.
- Made of rust free aluminum.
- Available with or without two optional lawn stakes.
- Dimensions: 15.75"W x 10"H.
- Custom made just for you.
- Please allow 2 to 4 weeks for delivery.
- Comfort House 67995F.

circa, Built, or Est. (established) historic plaque with year in 3" numbers. Solid cast aluminum construction. Characters and border are part of the sign, not added on.



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HISTORIC DISTRICT COMMISSION APPLICATION

Date: 3/19/18 Subject Property Location: 319 S Main St Case #: 4-4-18-09
 Property Owner: Susan Moore Owner Phone #: 410-641-3244
 Owner Address: 319 S. Main St Owner Email: Susan Moore Esque@gmail.com
 Agent/Contractor: Spicer Bros Const Agent Phone#: 443-736-3512
 Work Involves: Alterations New Construction Addition Demolition Sign Other

DESCRIPTION OF WORK PROPOSED:
<u>Remove existing shingles. Install new shingles</u>

DOCUMENTS REQUIRED TO BE FILED WITH APPLICATION

All required documents must be submitted to the Planning Department prior to at least three (3) weeks prior to the next regularly scheduled hearing. Failure to include all the required attachments and/or failure of the applicant or his/her authorized representative to appear at the scheduled meeting may result in postponement of the application until the next regular scheduled meeting. If an application is denied, the same application cannot be resubmitted for one year from date of such action. The Berlin Historic District Commission Rules and Regulations are available for review in the Town of Berlin Planning Department.

The following items, if applicable, must be provided to Town Staff in order for the proposal to be considered:

1. Site plan.
2. Scaled drawings of plans and/or elevations of the proposal, or in the alternative, a scale model.
3. Color photographs of the existing structure, the area to be altered and close-ups of architectural details.
4. For a proposed new structure, photographs of the subject site and all buildings in the immediate vicinity.
5. All photographs shall be printed on 8½ x 11 paper or provided in digital format, and shall be labeled with a description of the contents of the photographs.
6. Samples of materials or copies of manufacturers product literature.

The applicant, or an authorized representative, has been advised to appear at the meeting of the Berlin Historic District Commission scheduled for April 4, 2018 (date).

Applicant Signature Roni Bundo Date 3/19/18

APPROVED:

Historic District Commission Chair (Date)

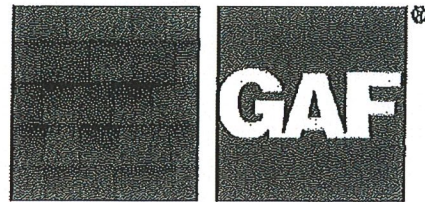
Planning Director (Date)

10/26/2015

PRODUCT INFORMATION SHEET

Timberline HD® Shingles

Made To Protect Your Home. Your Story. And Those Of Over 50 Million Of Your Fellow North Americans!



PRODUCT INFORMATION

"Value and performance in a genuine wood-shake look"

Timberline HD® Shingles Provide These Unique Benefits:

- **Dimensional Look . . .** Features GAF's proprietary color blends and enhanced shadow effect for a genuine wood-shake look
- **Highest Fire Rating . . .** Class A fire rating from Underwriters Laboratories
- **High Performance . . .** Designed with Advanced Protection® Shingle Technology, which reduces the use of natural resources while providing excellent protection for your home (visit gaf.com/aps to learn more)
- **Stays In Place . . .** Dura Grip™ Adhesive seals each shingle tightly and reduces the risk of shingle blow-off. Shingles warranted to withstand winds up to 130 mph (209 km/h).¹
- **Peace Of Mind . . .** Lifetime Ltd. transferable warranty with Smart Choice® Protection (non-prorated material and installation labor coverage) for the first ten years²
- **Perfect Finishing Touch . . .** Use TimberTex® Premium Ridge Cap Shingles or Ridglass® Premium Ridge Cap Shingles³

¹This wind speed coverage requires special installation; see *GAF Shingle & Accessory Ltd. Warranty* for details.

²See *GAF Shingle & Accessory Ltd. Warranty* for complete coverage and restrictions. The word "Lifetime" refers to the length of coverage provided by the *GAF Shingle & Accessory Ltd. Warranty* and means as long as the original individual owner(s) of a single-family detached residence (or the second owner(s) in certain circumstances) owns the property where the shingles are installed. For owners/structures not meeting the above criteria, Lifetime coverage is not applicable.

³These products are not available in all areas. See www.gaf.com/ridgecapavailability for details.

COLORS/AVAILABILITY

- **COLORS:** Barkwood, Birchwood, Biscayne Blue, Canadian Driftwood, Charcoal, Copper Canyon, Driftwood, Fox Hollow Gray, Golden Amber, Hickory, Hunter Green, Mission Brown, Oyster Gray, Patriot Red, Pewter Gray, Shakedown, Slate, Sunset Brick, Weathered Wood, White, and Williamsburg Slate
- **REGIONAL AVAILABILITY:** Northeast, Southeast, Southwest, West, and Central Areas

⁴See http://www.gaf.com/Roofing/Residential/Products/Shingles/Timberline/High_Definition for color availability in your area

APPLICABLE STANDARDS & PROTOCOLS

- UL 790, Class A
- Miami-Dade County Product Control Approved – 130419.04 (Location dependent; contact Technical Services at 800.766.3411)
- Florida Building Code Approved FL10124-R12
- UL 997 modified to 110 mph
- ASTM D7158, Class H
- ASTM D3161, Class F
- ASTM D3018, Type 1
- ASTM D3462
- ICC ESR-1475, ESR-3267^{**}
- Texas Department of Insurance
- CSA A123.5^{***}
- ENERGY STAR[®] Qualified (White Only) (U.S. Only)
- Title 24 Compliant, CRRC Listed, and Meets Los Angeles Green Building Code (Birchwood, Copper Canyon, Golden Amber, and White Only)

Effective 7/1/08, existing NYC MEA's may be used but are no longer required.

^{**}Obtained ESR 3267 evaluation from ICC Evaluation Services based on compliance with the requirements of AC438, an acceptance criteria established by ICC Evaluation Services to evaluate asphalt shingles that contains performance tests in addition to those required by the building code. (ICC Evaluation Services provides technical evaluations of building products that directly address the issue of code compliance. Building Inspectors use these evaluation reports to help determine code compliance and enforce building regulations.)

^{***}Refers to shingles sold in Canada only.

PRODUCT/SYSTEM SPECIFICS†

- Fiberglass Asphalt Construction
- Dimensions (approx.): 13 1/4" x 39 3/8" (337 x 1,000 mm)
- Exposure: 5 5/8" (143 mm)
- Bundles/Square: 3
- Pieces/Square: 64
- Nails/Square: 256 (384 where 6 nails per shingle is required)^{††}
- StainGuard[®] Protection: Yes (Location dependent; contact Technical Services at 800.766.3411)
- Hip/Ridge: Timbertex[®]; Seal-A-Ridge[®]; Z[®] Ridge; Ridglass[®] 8"; Ridglass[®] 10"
- Starter: ProStart[®] & WeatherBlocker™

[†]Refer to complete published Installation Instructions.

^{††}Required by some local codes and required for enhanced wind coverage on certain products.

INSTALLATION

Detailed installation instructions are provided on the inside of each bundle wrapper of Timberline HD[®] Shingles. Installation instructions may also be obtained at www.gaf.com.