



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

May 01, 2019– 5:30 PM

Berlin Town Hall – Council Chambers



1. Call to Order
2. Agenda Adoption
3. Approval of Minutes- April 3, 2019
4. 5 Bay Street – Request to add hand railings to front porch steps
5. 116 & 118 North Main Street- Purnell Building Façade Grant Improvements
6. Comments from the Public
7. Comments from the 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
April 3rd, 2019

The meeting for the Historic District Commission was called to order by Chairman Carol Rose at 5:30PM. Members present were Carol Rose, Dr. Robert Poli, Norman Bunting and Laura Stearns. Member absent from meeting was Mary Moore. Staff present were Planning Director Dave Engelhart and Permit Coordinator Carolyn Duffy.

Chairman Carol Rose called for a motion to adopt the agenda. Mr. Norman Bunting made the motion to adopt the April 3rd, 2019 agenda. Dr. Robert Poli seconded the motion and it was unanimously accepted by the commission. Chairman Carol Rose called for a motion to approve the minutes from the March 6, 2019 meeting. Dr. Robert Poli made the motion to approve the minutes from the March 6, 2019 meeting. Mr. Allen Palmer seconded the motion and it was unanimously accepted by the commission.

Chairman Carol Rose called the first Case # 4-3-19-07 Mr. Richard Seaton requesting signage for 8 Pitts Street, Toy Town. Chairman Carol Rose welcomed Mr. Seaton back to Berlin. Chairman Carol Rose asked if he was open already. He replied yes, he was. Chairman Rose asked if the sign in the packet was the one he was requesting. He stated that was the same sign he had used before when he was in town. He stated same size and same sign. All commission members agreed they had nothing. Chairman Carol Rose called for a motion to approve the sign. Dr. Robert Poli made the motion to approve Case # 4-3-19-07. Mrs. Laura Stearns seconded the motion and it was unanimously accepted by the commission.

Chairman Carol Rose called Case # 4-3-19-08 Mrs. Patty Backer for 12 William Street for signage, The Dusty Lamb. Chairman Carol Rose asked if she had opened. Mrs. Backer stated she had been open about a week. Chairman Carol Rose told Mrs. Backer she was glad she had decided to use the signage on the building she liked it better. All the commission members liked the idea and had no comments. Chairman Carol Rose called for a motion. Mr. Norman Bunting made the motion to approve Case # 4-3-19-08 for signage. Dr. Robert Poli seconded the motion and it was unanimously accepted by the commission.

Chairman Carol Rose asked if there were any comments from the public. There was none. Chairman Carol Rose asked Mrs. Ivy Wells the Towns Economic Development Director if she had any news to share. Mrs. Wells told the commission that the new sign they had approved for her building had been installed and they were waiting for the other sign. With no other comments from staff, commissioners or chairman the meeting was adjourned. Dr. Robert Poli made the motion to adjourn. Mr. Allen Palmer seconded the motion. Adjourned 5:35PM

Respectfully Submitted,



Carolyn Duffy



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HISTORIC DISTRICT BUILDING PERMIT APPLICATION

Date Received: <u>4/5/19</u>	Property Address: <u>5 BAY STREET</u>
Property Owner: <u>JAMES + JANET QUICK</u>	Phone: <u>410-641-1956</u>
Property Owner Address: <u>5 BAY STREET</u>	Email: <u>holland bb@VERIZON.NET</u>
Applicant: <u>SAME</u>	Phone: _____
<input checked="" type="checkbox"/> Owner <input type="checkbox"/> Tenant <input type="checkbox"/> Contractor	Email: _____
Address: _____	

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

Adding HANDRAILING TO FRONT PORCH STEPS

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.

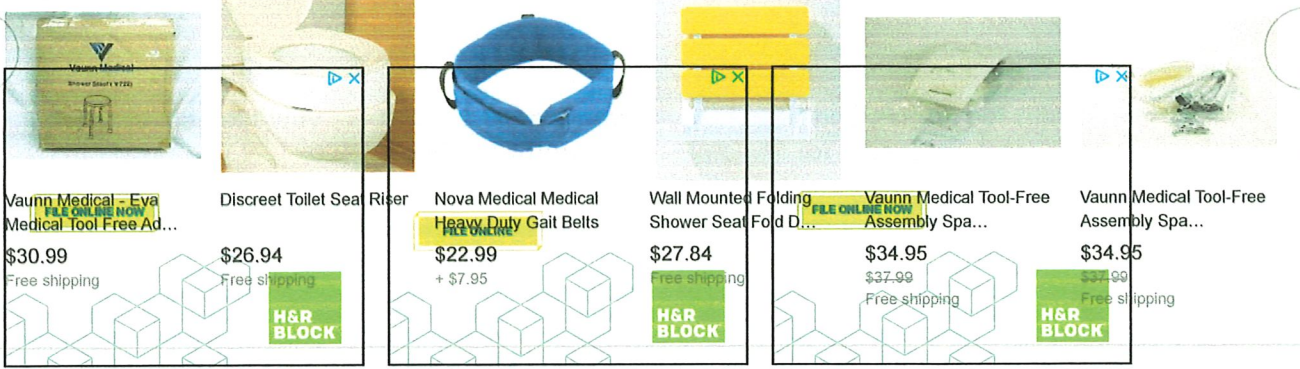
Failure to include all the required attachments and/or failure of the applicant or his/her authorized representative to appear at the scheduled meeting may result in postponement of the application until the next regularly scheduled meeting. If an application is denied, the same application cannot be 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>4/5/19</u>	Initials <u>CD</u>	HDC Meeting <u>5-1-19</u>	Case # <u>5-1-19-09</u>
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Description

Shipping and payments

Report item

Seller assumes all responsibility for this listing.

Last updated on Mar 22, 2019 08:37:43 PDT [View](#)

eBay item number: 264116955655

Item specifics

Condition: New: A brand-new, unused, un item (including handmade item ... [Read more](#)
 Features: Adjustable
 MPN: Does Not Apply
 Brand: Fortin Ironworks



& Stainless Steel
teps

Iron X handrail Picket #3 works we

This handrail will cover

- 3 Risers 6½" to 9" Tall
- 2 Treads 8¾" to 14¼" Deep
- Picket #3 measures 36" center-

Here Is What Is In The Kit

- 1 (one) Iron X Handrail Powder
- 2 (two) Stainless Steel Post Mo
- 2 (two) Stainless Steel Escutch
- 2 (two) Snug Strips
- Installation Instruction Sheet

This kit includes everything you will r
 Please choose the appropriate faster

- For concrete steps we will pro
- For concrete covered with bri through the brick and into the c
- For wood we will provide (8) E stringers or back blocking



& driver bit
ng enough to go
d and into the stair

