



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

February 04, 2015 – 5:30 PM

Berlin Town Hall – Council Chambers



1. Call to Order
2. Agenda Adoption
3. Approval of Minutes:
4. Election of Chairman & Vice Chairman
5. Claudia Nicholls- State Farm new signage
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
December 3, 2014

The meeting for the Historic District Commission for December 3, 2014 meeting was called to order by the Chairman Carol Rose. In attendance was Carol Rose, Rick Stack, Ellen Lang, Joel Todd and Mary Moore. Absent from the meeting was Betty Tustin. Planning Director Dave Engelhart and Carolyn Duffy were also present.

Chairman Rose called the meeting to order at 5:30PM. She then called for a motion to accept the agenda. Joel Todd made motion to accept the December 3, 2014 agenda. Ellen Lang seconded the motion and it was unanimously accepted by the commission. Ellen Lang made motion to approve the minutes from November 5, 2014 meeting. Mary Moore seconded the motion and it was unanimously accepted by the commission.

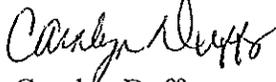
Autumn Kramer a new business owner bought the Berlin Florist located at 3 Pitts Street. Ms. Kramer requesting new signage for her new business called Bleached Butterfly. The commission welcomed her. She began by telling the board her sign would be made of pvc weather resistant material. No questions from Mr. Todd and Ms. Lang. Mrs. Moore asked about her flowers whether they would be artificial. Ms. Kramer replied they would be fresh flowers. Mr. Rick Stack told the commission that it was good to see the places being filled. He asked about her sign would the pvc stick off she replied it would be flat. Ms. Kramer told the board that her sign was being done by an artist and it would be hand painted. Rick Stack made motion to approve Case# 12-3-14-19 for the hanging sign. Ellen Lang seconded the motion and it was unanimously approved by the commission.

Chairman Rose called the next Case # 12-3-14-20, 104 Pitts Street, Blacksmith's. Mrs. Justine Zegna requesting a new sign and a fence to enclose her trash cans from view. Chairman Rose asked that they start with the sign first. Mary Moore told her she understood her needs. Mrs. Zegna told the board she would have the same lighting and the sign would be the same height as the one that is there. It would be more visible for business. She told them Glenn Rogers is doing the sign. She said the scroll is going to hold the sign. Justine said she is just trying to make it look original and there won't be a space like the one she has now. Joel Todd made the motion to approve the sign for Case # 12-3-2014-20. Rick Stack seconded the motion and it was unanimously accepted by the commission.

Justine told the commission that she was going to age the wood for the fence to make it look like the wood that is there. Mrs. Moore asked her if she was happy she replied very happy doing a lot and very excited. Ellen Lang made motion to approve the fence. Rick Stack seconded the motion and it was unanimously accepted by the commission.

Chairman Rose asked for any comments from the public, Mrs. Laura Allen the Town Administrator told the board the town is looking to put LED lights up, they use less energy and in a couple of years they will pay for themselves. She told them in front of town hall they have some put in and asked each one to take a look at them. She said in January or February she would come back and ask for their approval for the change. Joel Todd thought the spacing of the lights were good for events. With no other comment from staff, commissioners, or chairman meeting was adjourned at 5:51PM. Ellen Lang made motion to adjourn, Rick Stack seconded the motion.

Respectfully Submitted,



Carolyn Duffy



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HISTORIC DISTRICT COMMISSION APPLICATION

Date: 1/6/2015 Subject Property Location: 29 Broad St. Ste. 103 Case #: 2015-01

Property Owner: Claudia Nicholls (State Farm Agent) Owner Phone #: 410-641-4030

Owner Address: 29 Broad St. Ste. 103 Owner Email: _____

Agent/Contractor: Dustin Tyte (Authorized Agent) Agent Phone#: 574-232-5610

Work Involves: Alterations New Construction Addition Demolition Sign Other

DESCRIPTION OF WORK PROPOSED:

Replacing the existing hanging sign that contains an updated logo and design.
Replacing the existing hanging interior sign that contains an updated logo and design.
Essentially, we are attempting to update like for like.

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 2/4/15 (date).

Applicant Signature *Dustin Tyte* (Authorized Agent) Date 1/6/2015

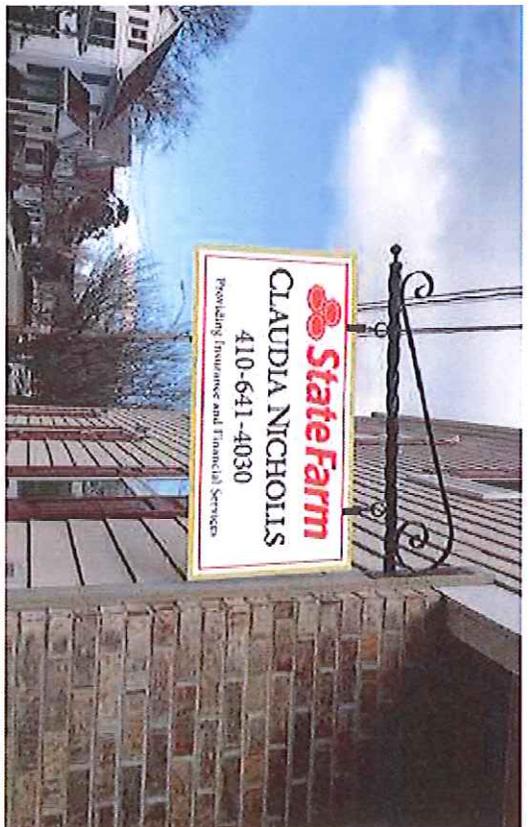
APPROVED:

Historic District Commission Chair (Date)

Planning Director (Date)



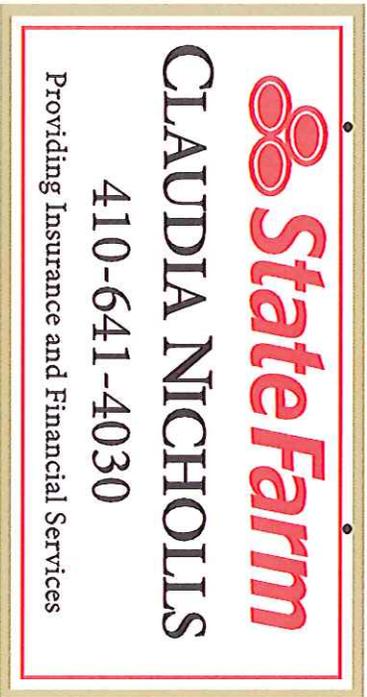
BEFORE



AFTER

(2) Mounting holes to be drilled 22" on center at the top of the sign.

20X38



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Customer: STATE FARM

Project No: 325072

Scale

Date: 12/23/14

Drawn By: DB

Location & Site No: Berlin, MD

SF20857

Description: 20" X 38" DF NI SIGN

Customer Approval: Unless specified by customer, all depth of embossing will be determined by Everbrite Engineering or existing customer specifications on file. Colors and graphics on file will be used unless otherwise specified by customer. Please read carefully, check appropriate box and fax back to Everbrite: Sketch OK as is New sketch required

Revised:

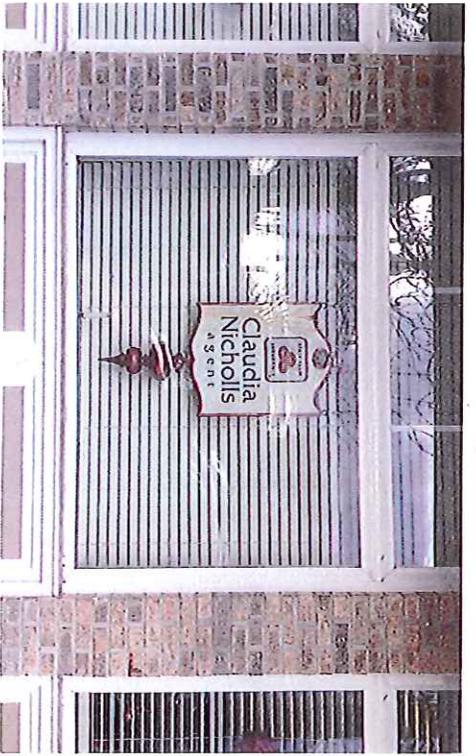
CUSTOMER SIGNATURE

DATE

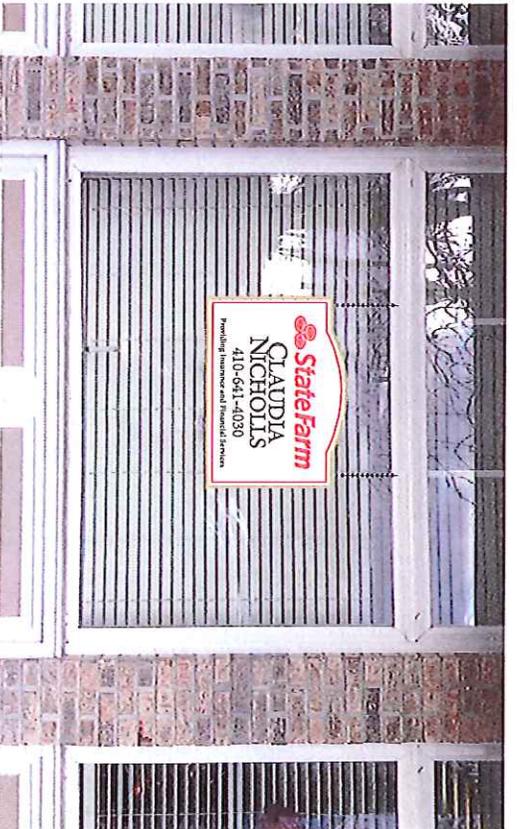
Revised:

LANDLORD SIGNATURE

DATE

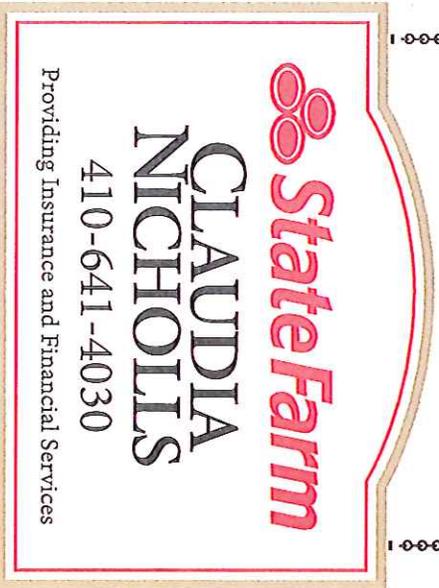


BEFORE



AFTER

24X32



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Customer: STATE FARM	Description: 24" X 32" SF NI SIGN	Customer Approval: Unless specified by customer, all depth of embossing will be determined by Everbrite Engineering or existing customer specifications on file. Colors and graphics on file will be used unless otherwise specified by customer.
Project No: 325072	Scale	Please read carefully, check appropriate box and fax back to Everbrite: <input type="checkbox"/> Sketch OK as is <input type="checkbox"/> New sketch required
Date: 12/23/14	Drawn By: DB	CUSTOMER SIGNATURE _____ DATE _____
Location & Site No: Berlin, MD SF20857	Revised:	LANDLORD SIGNATURE _____ DATE _____
	Revised:	