



# 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

June 03, 2015 – 5:30 PM

Berlin Town Hall – Council Chambers



1. Call to Order
2. Agenda Adoption
3. Approval of Minutes: May 6, 2015 & May 13, 2015
4. Mark Stearns 102 S. Main Street- Requesting and addition and a fence
5. Hale Harrison- 413 S. Main Street- Repair Roof
6. Mr. Benito- 201 S. Main Street- Gardening Shed
7. Jeffery Auxer Designs-19 Jefferson Street requesting 2<sup>nd</sup> story addition
8. Comments from the Public
9. Comments from Staff
10. Comments from the Commissioners
11. Comments from the Chairman
12. Adjournment

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*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.*



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## HISTORIC DISTRICT BUILDING PERMIT APPLICATION

Date Received: <u>5/15/15</u>	Property Address: <u>103 S. Main Street, Berlin</u>
Property Owner: <u>SAME as below</u>	Phone: _____ Email: _____
Property Owner Address: _____	Phone: <u>Mark Stearns 410.930.8541</u>
Applicant: <u>Mark and Laura Stearns</u>	Email: <u>inlander7@yahoo.com</u>
<input checked="" type="checkbox"/> Owner <input type="checkbox"/> Tenant <input type="checkbox"/> Contractor	
Address: <u>103 S. Main Street</u> <u>Berlin, MD</u>	

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

Proposed addition includes new 18'-0" x 10'-0" pool house and "parent" suite connected to existing residence, as well as new (Approx. 24' x 52') 6'-0" high privacy fence at south side yard.

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 checked="" type="checkbox"/> Site Plan, if applicable
<input checked="" 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 checked="" 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>5/15/15</u>	Initials <u>CD</u>	HDC Meeting <u>6/3/15</u>	Case # <u>6-3-15-8</u>
HDC Approval (signature) _____			

May 15<sup>th</sup> 7 copies



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## HISTORIC DISTRICT BUILDING PERMIT APPLICATION

Date Received: <u>4/28/15</u>	Property Address: <u>413 S. Main St.</u>
Property Owner: <u>HOME HARRISON</u>	Phone: _____ Email: _____
Property Owner Address: <u>1522 TEAL DR CLEAN CITY MD 21842</u>	Phone: <u>443-280-2859</u>
Applicant: <u>Property Mgr For Harrison</u> <input type="checkbox"/> Owner <input type="checkbox"/> Tenant <input type="checkbox"/> Contractor	Email: <u>Robert.P.Lichard@COMCAST.NET</u>
Address: <u>Salem MD 21804</u>	

Type of Work:			
<input type="checkbox"/> Alterations	<input type="checkbox"/> New Construction	<input type="checkbox"/> Addition	<input checked="" type="checkbox"/> Other: <u>Repair To</u>
<input type="checkbox"/> Demolition	<input type="checkbox"/> Sign	<input type="checkbox"/> Awning	<u>Existing Roof @ Porch</u>

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.

Remove Existing Roof Structure @ Front Porch  
Repair Support Beam As Necessary Reinstall  
New Joist & RAFTERS, PLYWOOD AND SHINGLES TO MATCH  
EXISTING!

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 Applicant/Agent Signature [Signature]

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Date Rec'd <u>4/28/15</u>	Initials <u>OO</u>	HDC Meeting <u>6-3-15</u>	Case # <u>6-3-15-9</u>
HDC Approval (signature)			



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## HISTORIC DISTRICT BUILDING PERMIT APPLICATION

Date Received: <u>5/11/15</u>	Property Address: <u>SAME</u>
Property Owner: <u>ANTONIO BENITO</u>	Phone: _____ Email: _____
Property Owner Address: <u>201 MAIN ST BERLIN MD 21811</u>	Phone: <u>410-690-5066</u>
Applicant: <u>SAME</u>	Phone: _____ Email: <u>MEFIREMAN110@GMAIL.COM</u>
<input checked="" type="checkbox"/> Owner <input type="checkbox"/> Tenant <input type="checkbox"/> Contractor	
Address: _____	

Type of Work:			
<input type="checkbox"/> Alterations	<input checked="" type="checkbox"/> New Construction	<input type="checkbox"/> Addition	<input checked="" type="checkbox"/> Other: <u>GREEN HOUSE SHED.</u>
<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.

Build A 10'x15' Green House Garden Shed of wood.  
And GLASS

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Date Rec'd <u>5/11/15</u>	Initials <u>CD</u>	HDC Meeting <u>6-3-15</u>	Case # <u>6-3-15-10</u>
HDC Approval (signature) _____			



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## HISTORIC DISTRICT BUILDING PERMIT APPLICATION

Date Received: <u>5/29/15</u>	Property Address: <u>19 JEFFERSON ST.</u>
Property Owner: <u>JEFFREY AUXER</u>	Phone: <u>443 513 4210</u>
Property Owner Address: _____	Email: _____
Applicant: _____	Phone: _____
<input checked="" type="checkbox"/> Owner <input type="checkbox"/> Tenant <input type="checkbox"/> Contractor	Email: <u>jeff@jeffreyauxer.com</u>
Address: _____	

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

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I WOULD LIKE TO ADD A 2nd STORY LIVING APARTMENT FOR MYSELF.

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Date Rec'd <u>5/29/15</u>	Initials <u>CD</u>	HDC Meeting <u>6-3-15</u>	Case # <u>6-3-15-11</u>
HDC Approval (signature) _____			