



# Mayor & Council of Berlin

10 William Street, Berlin, Maryland 21811

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

[www.berlinmd.gov](http://www.berlinmd.gov)

Town of Berlin Historic District Commission

May 06, 2015 – 5:30 PM

Berlin Town Hall – Council Chambers



1. Call to Order
2. Agenda Adoption
3. Approval of Minutes: April 6, 2016 meeting
4. Matthew Amey- 8 Jefferson Street- Requesting a fence for back yard
5. Neil Winn- 202 S. Main Street- Requesting 12x16 shed
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.*



# Mayor & Council of Berlin

10 William Street  
Berlin, MD 21811  
410-641-2770  
www.berlinmd.gov



## HISTORIC DISTRICT BUILDING PERMIT APPLICATION

Date Received: <u>4/18/16</u>	Property Address: <u>8 Jefferson St.</u>
Property Owner: <u>MATTHEW AMEY</u>	Phone: <u>(302) 462-5510</u>
Property Owner Address: <u>8 Jefferson St.</u>	Email: <u>matthewamey@mac.com</u>
Applicant: <u>SAME</u>	Phone: _____
<input checked="" type="checkbox"/> Owner <input type="checkbox"/> Tenant <input type="checkbox"/> Contractor	Email: _____
Address: <u>SAME</u>	

Type of Work:			
<input checked="" 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.

I would like to replace an existing iron fence with a wooden split rail fence. I would also like to add to the fence to surround the yard more.

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.

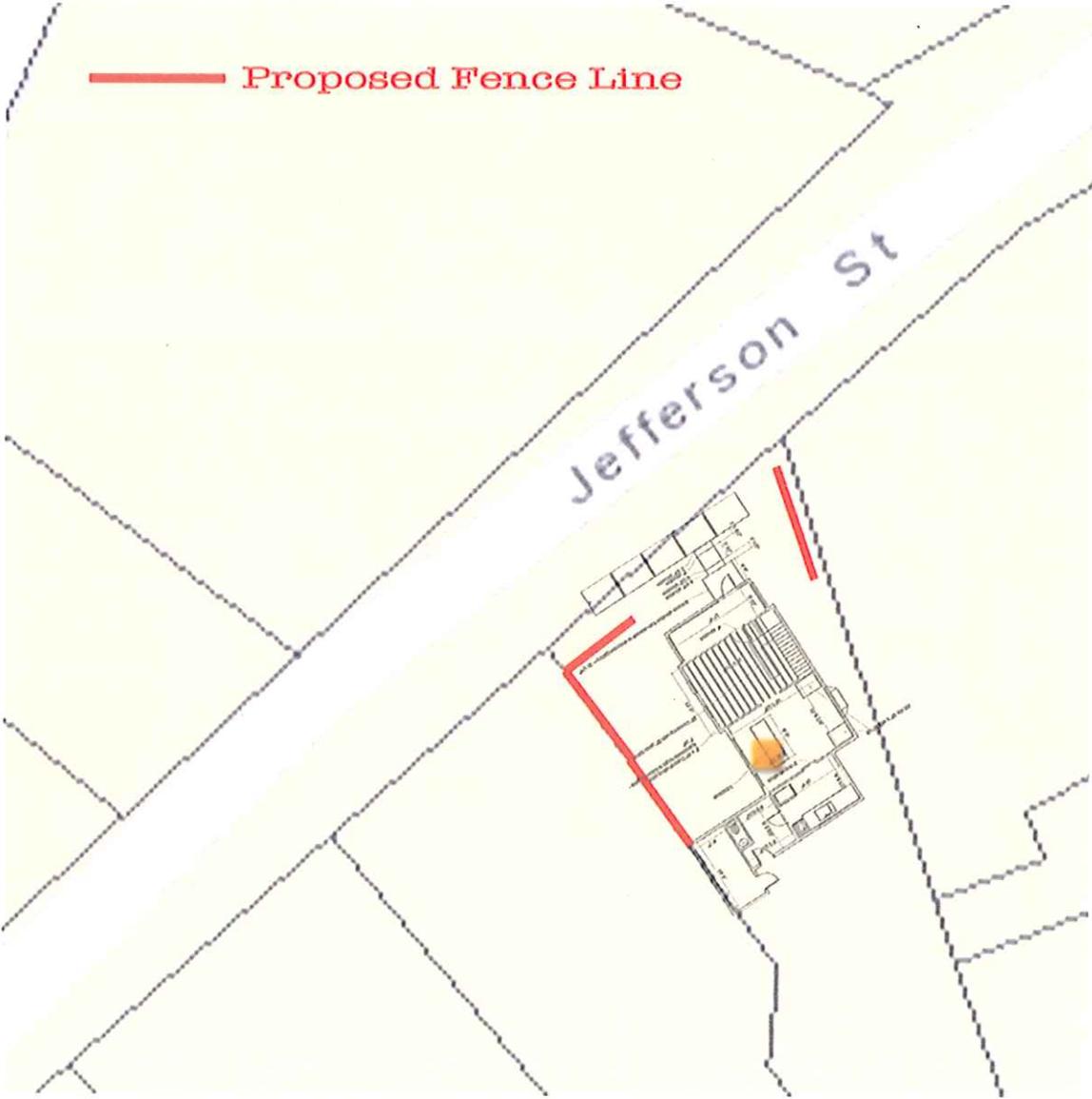
Failure to include all the required attachments and/or failure of the applicant or his/her authorized representative to appear at the scheduled meeting may result in postponement of the application until the next regularly scheduled meeting. If an application is denied, the same application cannot be 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 [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>4/18/16</u>	Initials <u>CO</u>	HDC Meeting <u>5-4-16</u>	Case # <u>5-4-16-15</u>
HDC Approval (signature)			



# 8 Jefferson St. Proposed Fence.





# Mayor & Council of Berlin

10 William Street  
Berlin, MD 21811  
410-641-2770  
www.berlinmd.gov



## HISTORIC DISTRICT BUILDING PERMIT APPLICATION

Date Received: <u>4-18-2016</u>	Property Address: <u>202 S. Main St.</u>
Property Owner: <u>Neil Winn</u>	Phone: <u>443-397-2638</u>
Property Owner Address: <u>202 S. Main St.</u>	Email: <u>neiltwinn@gmail.com</u>
Applicant: <u>Neil Winn</u>	Phone: <u>443-397-2638</u>
<input checked="" type="checkbox"/> Owner <input type="checkbox"/> Tenant <input type="checkbox"/> Contractor	Email: <u>neiltwinn@gmail.com</u>
Address: _____	

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

Destruction of current rotten shed. New shed delivered by trailer. Ivory vinyl siding, black metal roof, windows with black shutters matching house. New shed = 12'x16'. Old shed = 9'x16'

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 Neil Winn

- Site Plan, if applicable
  - 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.
  - 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.
  - For a proposed new structure, photographs\* of the subject site and all buildings in the immediate vicinity.
  - 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>4/18/16</u>	Initials <u>CO</u>	HDC Meeting <u>5-4-16</u>	Case # <u>5-4-16-16</u>
HDC Approval (signature)			

# 202 S Main St Shed Replacement

Neil Winn and Heather Rodes



# Current Shed



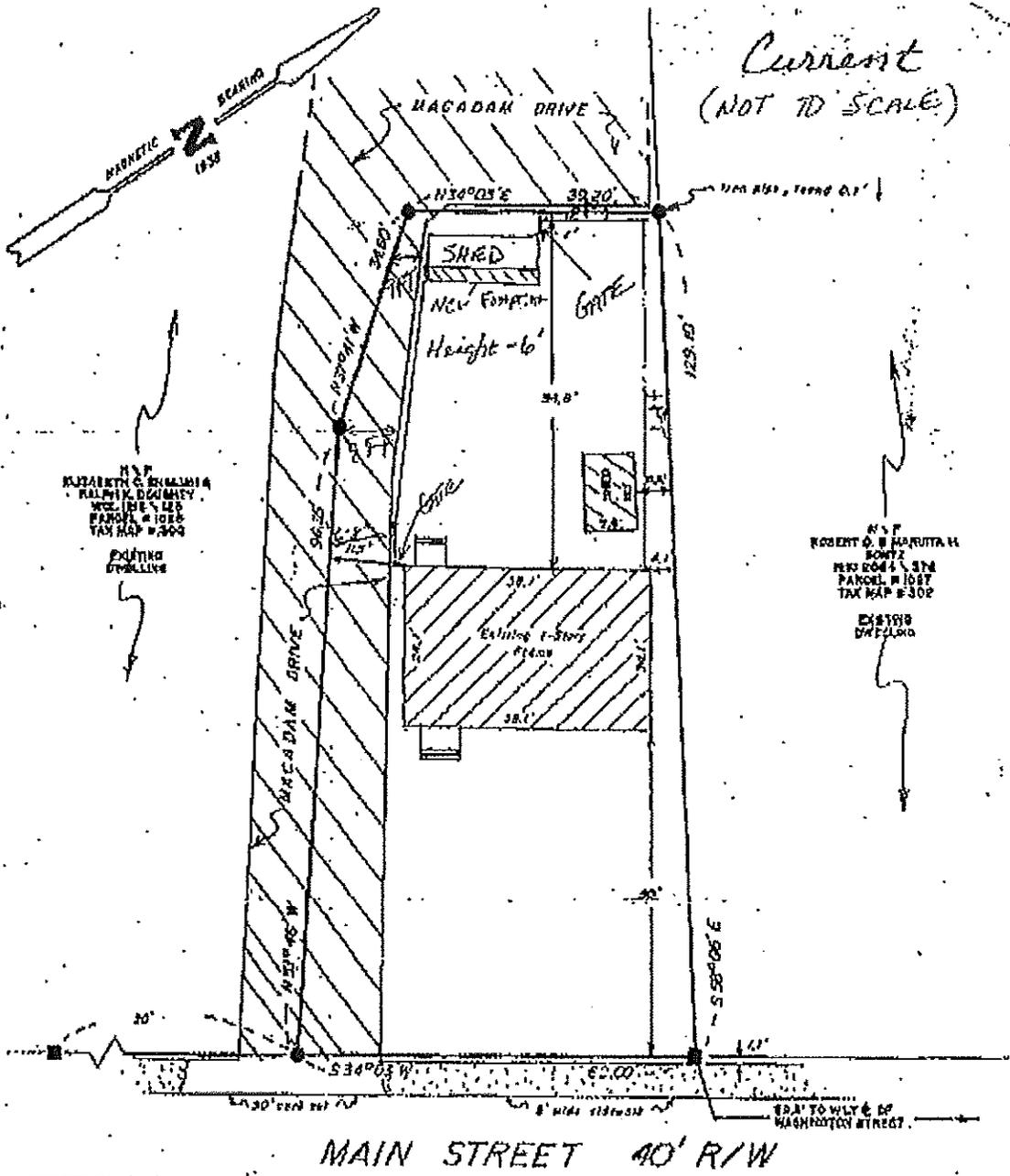
- 8' x 16'
- Wood Siding
- Asphalt Shingles
- Rotten inside and out



# New Shed



- 12' x 16'
- Vinyl Siding
- Black metal roof



Current  
(NOT TO SCALE)

N.S.P. KUJAWSKI & SHALIMA KUJAWSKI  
NCE, DEE'S LES  
PARCEL # 1088  
TAX MAP # 302  
EXISTING DWELLING

N.S.P. ROBERT O. W. MARKUTA, JR.  
SOWT  
NEXT DOOR S. 374  
PARCEL # 1057  
TAX MAP # 302  
EXISTING DWELLING

MAIN STREET 40' R/W

DEED REFERENCE:  
FVN 1721 \ 586  
PARCEL # 1088  
TAX MAP # 302

TOTAL AREA OF SURVEY = 6,325 SQ. FT.

*L. E. Bunting* 12/23/97  
L. E. BUNTING, JR. DATE

Verify the location survey shown herein to be an accurate transit-tape survey, and there are no encroachments across the property lines other than those shown.



ADDRESS:  
# 802 SOUTH MAIN STREET  
BERLIN, MARYLAND

■ DENOTES CONCRETE MONUMENT, FOUND  
■ DENOTES IRON PIPE, FOUND

**L. E. Bunting Surveys, Inc.**  
MARYLAND & VIRGINIA  
LAND SURVEYING  
24 BROAD STREET  
BERLIN, MARYLAND 21811  
410-841-3313

REF. PLAT "Plat of Western  
Part of Elizabeth  
S. Kemp Lot."  
BY, W.D. PINE 10/11/62

**LOCATION SURVEY**  
SHOWING PROPERTY OF  
**VIRGINIA B. KNOWLES**  
MAIN STREET, BERLIN  
THIRD ELECTION DISTRICT  
WORCESTER COUNTY, MARYLAND  
SCALE: 1" = 20' DATE: 12/23/97  
JOB NO. 3908/RJ