



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

October 02, 2019 – 5:30 PM

Berlin Town Hall – Council Chambers

1. Call to Order
2. Agenda Adoption
3. Approval of Minutes: September 4th, 2019
4. 313 South Main Street- exterior restoration of barn
5. 23 South Main Street requesting a fence & reconfiguration of driveway
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 Minutes
Meeting of September 4, 2019

The meeting was called to order by Chairman Carol Rose at 5:32 PM. Members present were Chairman Mrs. Carol Rose , Vice Chairman Dr. Robert Poli, Mr. Norman Bunting, Mrs. Laura Stearns, and alternate Mr. Allen Palmer.

Chairman Carol Rose called for a motion to adopt the agenda. The motion was made by Mr. Norman Bunting to accept the September 4, 2019 agenda, it was seconded by Dr. Robert Poli, and unanimously approved by the Commission. Chairman Rose then called for a motion to approve the minutes of the August 7, 2019 meeting. Mr. Norman Bunting made the motion to accept the minutes, it was seconded by Mrs. Laura Stearns, and unanimously approved by the Commission.

Chairman Carol Rose called the first applicant of the evening, Joseph Pylypczuk, of 303 South Main Street, Case No. 9-4-19-20, seeking approval for the addition of rear porch Florida room to his existing residence. Discussion was brief, as all the Commission members liked the design. Chairman Carol Rose complimented Mr. Pylypczuk on the content and completeness of his submitted packet. Dr. Robert Poli made the motion to approve the porch addition, it was seconded by Mrs. Laura Stearns, and unanimously approved by the Commission.

Chairman Carol Rose called the next applicant, Ms. Erin Belinki for approval of commercial signage at Health Freedom, 112 Artisan's Way, Case No. 9-4-19-21. Members liked the design and material, and after a brief discussion, Mr. Norman Bunting made a motion to approve the sign, it was seconded Dr. Robert Poli, and unanimously approved by the Commission.

Chairman Carol Rose next called Case No. 9-4-19-22, for façade renovations and replacement at 15 William Street for Bluewater Development, represented by Mrs. Samantha Pielstick. Chairman Carol Rose asked if a mason was to perform the new work. Mrs. Pielstick confirmed that a mason would rebuild the exterior wall using full size brick. Mrs. Laura Stearns loved the idea of the brick, but would like to see the window openings topped with the look of the transoms or arched top brick trim that were in place and that remain on the adjoining structure facing William Street. Dr. Robert Poli concurred. Mr. Norman Bunting and Mr. Allen Palmer also liked the use of brick. Mrs. Pielstick explained the building use once completed as a two room office or retail space. Dr. Robert Poli made the motion to approve contingent on the use of the authentic brick, with matching transom trim above, and the "nautical blue" entrance door (color optional), exterior lights, and door hardware as shown in the presentation materials. It was seconded by Mr. Norman Bunting, and unanimously approved by the Commission.

Brief discussion of ongoing projects at the Purnell Building and at 1-3 Main Street followed.

Dr. Robert Poli made the motion to adjourn, it was seconded by Mrs. Laura Stearns and Chairman Carol Rose adjourned the meeting at 6:10 PM.

Respectfully submitted,

A handwritten signature in blue ink that reads "David H. Engelhart". The signature is written in a cursive style with a long, sweeping tail that extends to the right.

David H. Engelhart

Planning Director



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HISTORIC DISTRICT COMMISSION APPLICATION

Date: 3 Sept 2019 Subject Property Location: 313 S. Main Case #: 10-2-19-23

Property Owner Edward H. Hammond III Owner Phone # 325 347 2829

Owner Address 313 S Main Owner Email: manager@muskrat.farm

Agent/Contractor: Shawn Widgeon Agent Phone# classified

Work Involves: Alterations New Construction Addition Demolition Sign Other

DESCRIPTION OF WORK PROPOSED: Burley Manor barn exterior restoration. No changes to original structure. No elements disassembled unless strictly necessary. All salvageable original materials to be reused. All new materials to be closest match to original presently available. Exposed fasteners to match original. Door and window hardware to be retained, any replacements necessary to be drawn from surplus originals. Contractor and owner to rely on personal knowledge of building and CWF elevations (attached). Brick foundation rebuilt circa 2015. Paul Touart to be consulted as necessary.

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.

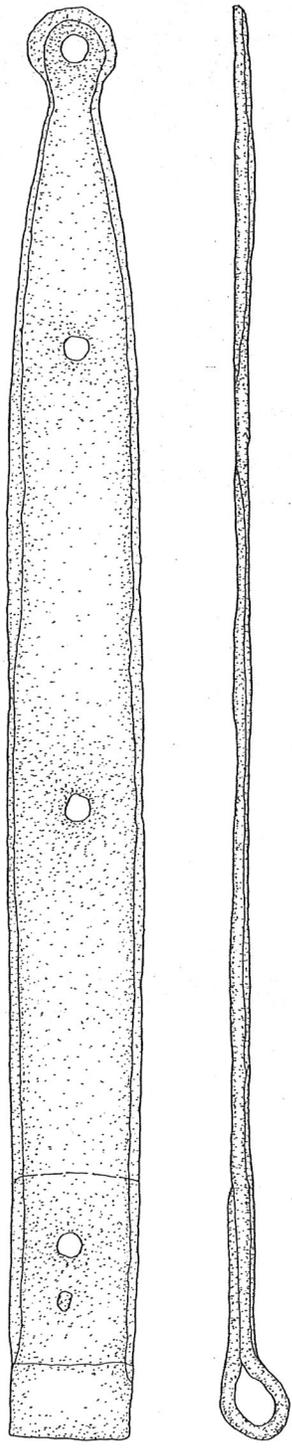
The applicant, or an authorized representative, has been advised to appear at the meeting of the Berlin Historic District Commission scheduled for _____ (date).

Applicant Signature  Date 2 SEP 19

APPROVED:

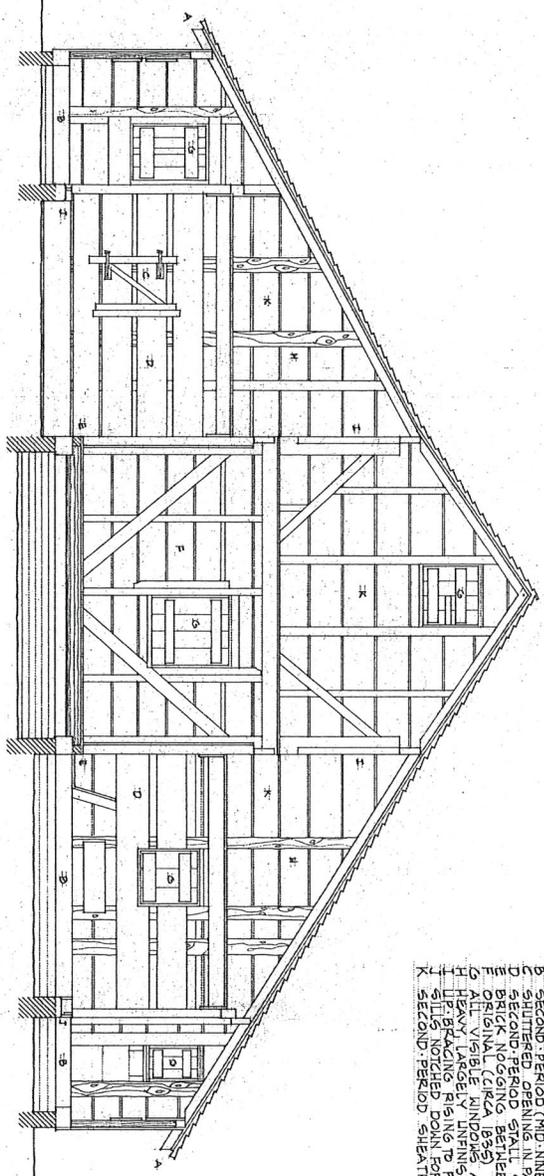
Historic District Commission Chair (Date)

Planning Director (Date)



ES. HINGE
(FROM SHUTTER ON WEST WALL)

N O T E S
 A. LATTER PARTS ON NORTHEAST SIDE REPLACED IN THIRD PERIOD (EARLY TWENTIETH CENTURY); THOSE ON SOUTHWEST ADDED AT SAME TIME.
 B. SECOND PERIOD (MID-NINETEENTH CENTURY) SILLS.
 C. SHUTTERED OPENING IN PARTITION, DATE UNKNOWN (CUT-NAILED).
 D. SECOND PERIOD STALL SHEATHING.
 E. BRICK NOODLING BETWEEN SHUTTER AND FLOOR.
 F. ALL VISIBLE WINDOW SILLINGS ARE SECOND PERIOD.
 G. HEAVY LARGELY UNFINISHED STUDS POSSIBLY ORIGINALLY GROUND-SET.
 H. PLANKING RISING TO PLASTER THRESHOLDS.
 I. SILLS NOTCHED DOWN FOR STALL THRESHOLDS.
 J. SECOND PERIOD SHEATHING FOR SHINGLES.



SECTION T.T. 1 2 3 4 5 6 7
 3/8" = 1'-0"

MEASURED BY WILLIE GRAHAM, 11-16-24. DRAWN BY JOHN BERNARD.

CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND TAKE OWN MEASUREMENTS AT THE JOB SITE BEFORE COMMENCING WORK. ADVISE OF ANY ERROR OR OMISSION.		DATE	NO.	BY
PROJECT NO.	PROJECT	DATE	NO.	BY
51170	AGRICULTURAL BUILDINGS PROJECT			
TITLE				
BIRLEY MANOR GRANARY/STABLE				
312 SOUTH MAIN STREET BERLIN				
HUNTERDON COUNTY MARYLAND				
THE COLONIAL WILLIAMSBURG FOUNDATION ARCHITECTS OFFICE				

PRINTS ISSUED	
DATE	TO WHOM
5/17/27	W. Albrecht



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HISTORIC DISTRICT COMMISSION APPLICATION

Date: 9/23/19 Subject Property Location: 23 S. Main Street Case #: 10-2-19-24

Property Owner Adam Davis Owner Phone # 410-908-3235

Owner Address 23 S. Main Street Owner Email: ARDavis@SMCM.edu

Agent/Contractor: _____ Agent Phone# _____

Work Involves: Alterations New Construction Addition Demolition Sign Other

DESCRIPTION OF WORK PROPOSED:

① Partial Removal of Existing Driveway
② seed and/or sod cleared space
③ Construction of Perimeter Fence

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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 _____ (date).

Applicant Signature Adam Davis Date 9/23/19

APPROVED:

Historic District Commission Chair (Date)

Planning Director (Date)

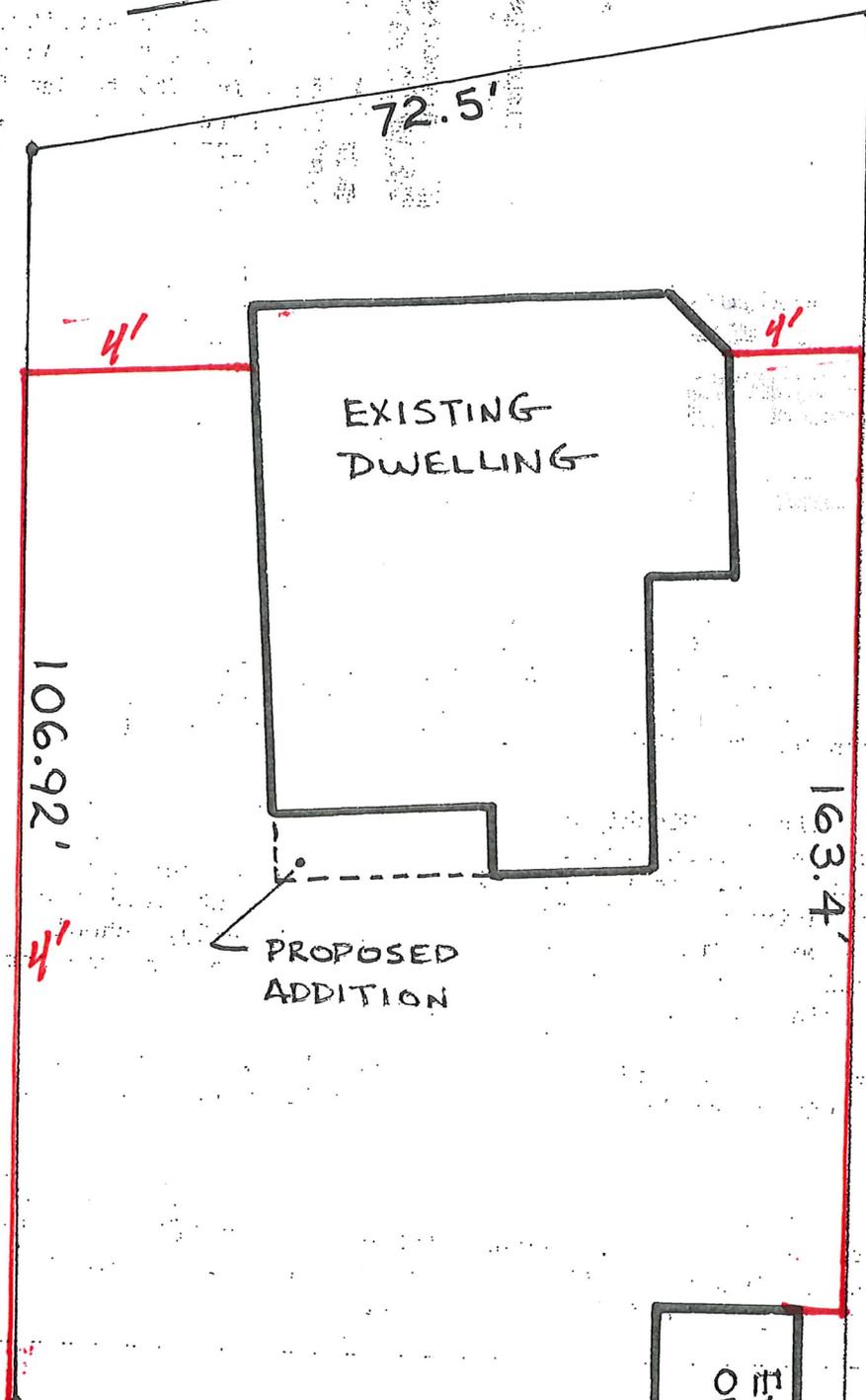




SCALE 1/16" = 1.0'

S. MAIN STREET

TRIPOLI STREET



EXISTING DWELLING

PROPOSED ADDITION

EXISTING OUTBUILDINGS

CHURCH STREET