



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

January 03, 2018 – 5:30 PM

Berlin Town Hall – Council Chambers



1. Call to Order
2. Agenda Adoption
3. Approval of Minutes – December 6, 2017
4. 20 South Main Street, Buckingham Presbyterian Church – Repair Entrance
5. Comments from the Public
6. Comments from Staff
7. Comments from the Commissioners
8. Comments from the Chairman
9. 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 6, 2017

The meeting for the Historic District Commission for December 6, 2017 was called to order by Chairman Carol Rose at 5:33PM. In attendance were Carol Rose, Mary Moore, Robert Poli and Laura Stearns. Absent from the meeting was Betty Tustin. Staff Present were Planning Director Dave Engelhart and Permit Coordinator Carolyn Duffy.

Chairman Carol Rose called for a motion to adopt the agenda. Mr. Robert Poli made the motion to adopt the December 6, 2017 agenda. Mrs. Mary Moore seconded the motion and it was unamously accepted by the commission. Chairman Rose called for a motion to approve the minutes from the November 1, 2017 meeting. Mrs. Laura Stearns made the motion to approve the minutes from the November 1, 2017 meeting. Mr. Robert Poli seconded the motion and it was unanimously accepted by the commission.

Chairman Rose called Case # 12-6-17-33 for 101 William Street requesting new signage. Chairman Rose expressed how happy she was for the applicant to be taking over 101 William Street. Mrs. Heidi Johnson told the commission they were taking over the butcher shop and would be having barbecue and a extensive deli. She then stated they would have a market also, they have access to local farms for fresh vegetables. Also planning on having a vegetable cart in front of building. Mrs. Johnson stated her sign guy would be adding her logo to the pylon sign pole which would include the phone number being put on the sign. The backgrounds to the signs would be black with white lettering. The sign in front just changing the logo also adding rear sign to the building next to the receiving door. She stated she would be adding a new sign that you could see coming down William Street. Mrs. Johnson stated she would be adding new lighting that would match the existing lighting on the building. The awning that will be put on the building will be made of fabric and have the white logo on it. She stated it had a tailored look and would help when it rains. She also wanted the members to know she was thinking of putting an awning over the receiving door but had not yet decided, but wanted to add that in. The commission members agreed it should be added and if she changes her mind about putting it up or not she would have the approval already. She told the commission the tin roof she wanted to paint black and she had received the permission from the Harrisons, and that they were painting the roof around the whole building so it would look right.

Mr. Dave Engelhart Planning Director asked Mrs. Johnson about the unit next door to her would it be part of the market. She replied it would be available in January. She stated there was a doorway that would connect both sides. Mr. Engelhart stated he asked because of the exterior of the building and if she was going to make any changes. Mrs. Johnson said they would have enough signage. Chairman Rose thought having both sides would be an asset. Chairman Rose called for a motion. Mr. Robert Poli made the motion to approve Case # 12-6-17-33 as presented with the black background and white lettering. The use of the pylon sign, the sign on front of the building, one new sign in rear of building, permission to add an awning to the front of building and over the rear door. New signage on the side of the building, painting of the roof and adding additional lighting to match the existing lighting that is already on the building. Mrs. Mary Moore seconded the motion and it was unamously accepted by the commission. Chairman Rose asked Mrs. Johnson if she was going to keep the ATM. Mrs. Johnson replied yes she was. Mrs. Johnson asked about the dumpsters if they were for public use. Mr. Engelhart explained they were used by the tenants that live on the second floor of nearby buildings and by Burley Tavern. Mr. Engelhart said the town empties the trash in the dumpster. Mr. Engelhart said he would discuss further with public works department head to see what could be done for improvement. Chairman Rose told the commission members that Mrs. Betty Tustin was not going to do another term. With no other comments meeting was adjourned. Mrs. Mary Moore made motion to adjourn. Mr. Robert Poli seconded the motion. Meeting adjourned at 6:00PM.



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HISTORIC DISTRICT BUILDING PERMIT APPLICATION

| | |
|---|--|
| Date Received: <u>12/4/17</u> | Property Address: <u>20 S. Main St.</u> |
| Property Owner: <u>Buckingham Presbyterian Church</u> | Phone: <u>Paul Cook 410 726 2695</u> |
| Property Owner Address: <u>205. main ST Berlin</u> | Email: <u>paul @ delmarvarealtor.com</u> |
| Applicant: <u>Covenant Contractors</u> | Phone: <u>410 629 1815</u> |
| <input type="checkbox"/> Owner <input type="checkbox"/> Tenant <input checked="" type="checkbox"/> Contractor | Email: <u>covenant contractors @ yahoo.com</u> |
| Address: <u>10522 Jones Rd. Berlin md. 21811</u> | |

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

REMOVE + REPLACE SHED ROOF OVER MAIN ST. SIDE
Entrance / EXIT DOORS

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] 12/4/17

| |
|---|
| <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>12/4/17</u> | Initials <u>OO</u> | HDC Meeting <u>1-3-18</u> | Case # <u>01-03-18-01</u> |
| HDC Approval (signature) | | | |





BUCKINGHAM PRESBYTERIAN CHURCH

1883



Buckingham Presbyterian Church



ORGANIZED IN 1683 BY
REV. FRANCIS MAKEHIE

SUNDAY WORSHIP
CONTEMP 9:00 AM

THIRD 11:00 AM

MISSIONS MINISTRY

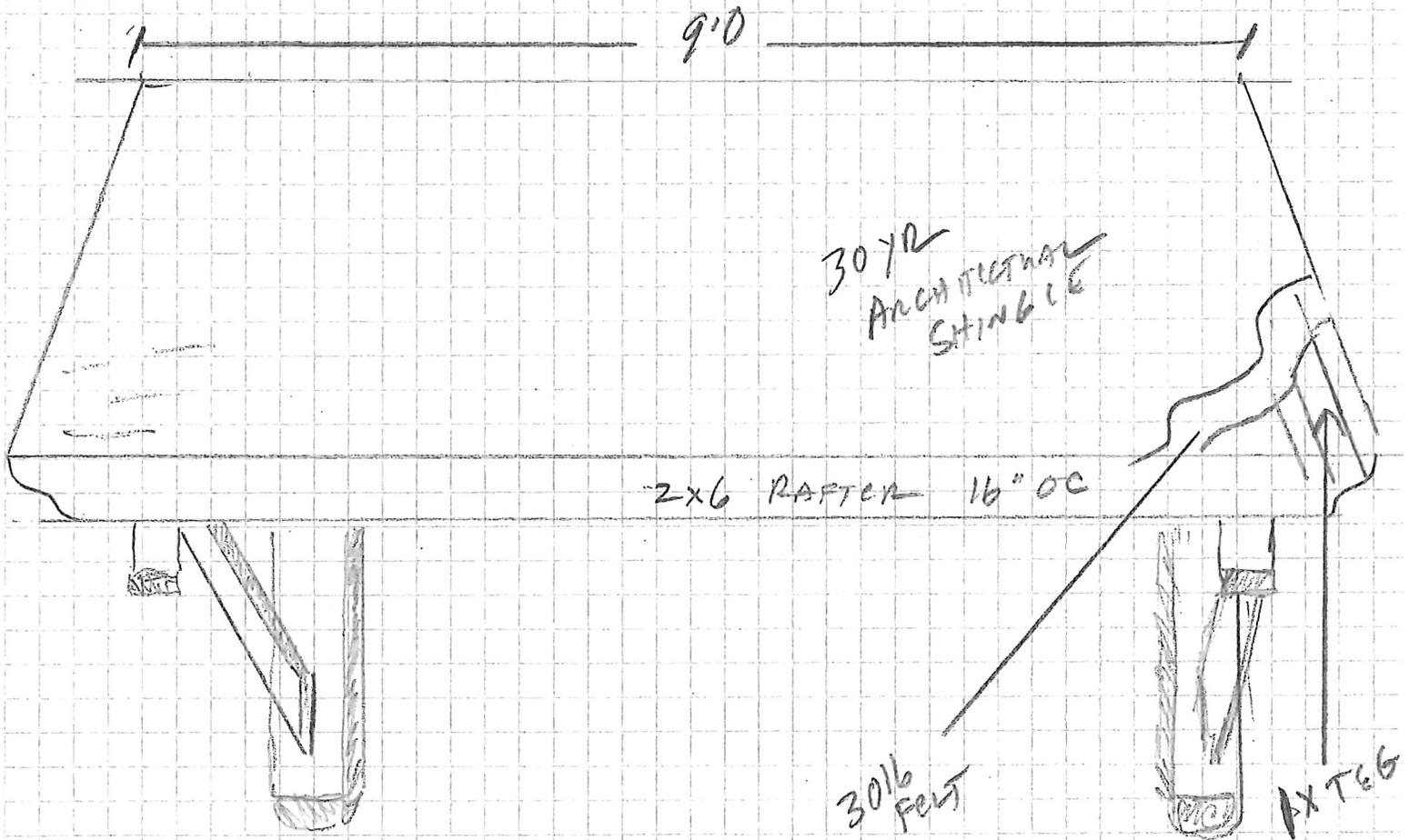




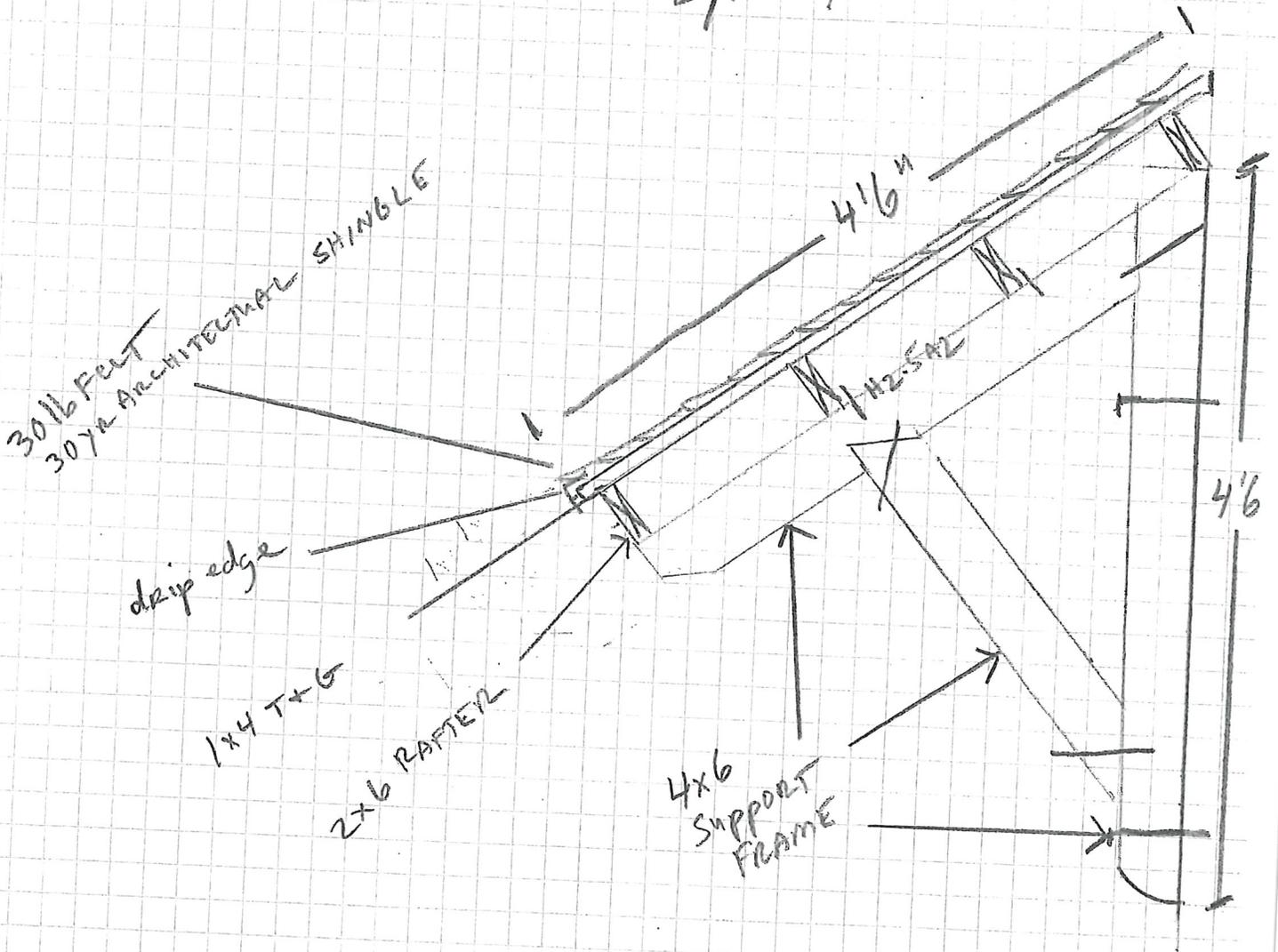


REPLACE EXISTING SHED STYLE

ROOF



8/12 PITCH



REPLICATE EXISTING SHED STYLE
ROOF & SUPPORT