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 07, 2018 – 5:30 PM
Berlin Town Hall – Council Chambers

1. Call to Order
2. Agenda Adoption
3. Approval of Minutes- January 3, 2018
4. Election of Chairman & Vice Chairman
5. 19 South Main Street- Requesting a flag pole and a corner fence
6. 414 South Main Street- Remodel/ Repairs fire damage
7. Comments from the Public
8. Comments from Staff
9. Comments from the Commissioners
10. Comments from the Chairman
11. 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

January 3, 2018

The meeting for the Historic District Commission for January 3, 2018 was called to order by Chairman Carol Rose at 5:32PM. In attendance were Carol Rose, Robert Poli, Mary Moore and Laura Stearns. Staff present were Planning Director Dave Engelhart and Permit Coordinator Carolyn Duffy.

Chairman Carol Rose called for a motion to adopt the January 3rd, 2018 agenda. Mr. Robert Poli made the motion to adopt the January 3rd, 2018 agenda. Mrs. Mary Moore seconded the motion and it was unanimously accepted by the commission. Chairman Rose called for a motion to approve the minutes from the December 6, 2017 Historic District Meeting. Mr. Robert Poli made the motion to approve the minutes from the December 6, 2017 meeting. Mrs. Laura Stearns seconded the motion and it was unanimously accepted by the commission.

The next item on the agenda was Case # 1-3-18-01 for Buckingham Presbyterian Church to repair the entrance way in front of the church. Chairman Carol Rose recused herself from the podium. Vice Chairman Mr. Robert Poli introduced Case # 1-3-18-01 for the Buckingham Presbyterian Church. Mr. Poli stated that he liked the details of the drawing, and that it would be replaced with wood. Mrs. Mary Moore stated it would be a nice improvement. Mrs. Carol Rose stated it had been leaking in back of the roof overhang. Mr. Poli stated he had no issues with it. He then called for a motion to approve Case # 1-3-18-01. Mrs. Laura Stearns made the motion to approve Case # 1-3-18-01 to be replaced and put back with the same look. Mrs. Mary Moore seconded the motion and it was unanimously approve by the commission.

With no other comments from the chairman, public, commissioners or staff the meeting was adjourned. Mrs. Mary Moore called for a motion to adjourn. Mr. Robert Poli seconded the motion and the meeting was adjourned at 5:45PM.

Respectfully Submitted,

Carolyn Duffy
HISTORIC DISTRICT BUILDING PERMIT APPLICATION

Date Received: 1/28/17
Property Owner: KEVIN WALLACE
Property Owner Address: 19 S. MAIN ST
Applicant: Owner
Address: SAME

Property Address: 19 S. MAIN ST
Phone: 443-391-0378
Email: KevinWWallace@gmail.com

Phone: SAME
Email: SAME

Type of Work:
- Alterations
- New Construction
- Addition
- Other: Flag Pole Corner Pole

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.

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)

☐ 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 ½ X 11 paper or cardboard, and labeled

Date Rec’d 1/28/17 Initials CD HDC Meeting 2/1/18 Case # 2/7/18-02

HDC Approval (signature)

HD Bldg Permit July, 2014
Overview
This easy-install corner picket provides instant landscaping. Whether to define subtle boundaries in your yard or garden or create a nice entranceway to your driveway, the corner picket is sure to add appeal to your property. Made with weather-resistant vinyl, this corner picket is maintenance free and looks the san... See Full Description
HISTORIC DISTRICT BUILDING PERMIT APPLICATION

Date Received: 1/25/18

Property Address: 414 South Main St.

Property Owner: Henry A. Koening / Julia Koening

Phone: 410-603-4804 / 410-383-

Email: koenig@berlin md @ 16971

Applicant: Henry A. Koening / Julia Koening

Owner  Tenant  Contractor

Address: 414 S. Main St.

Email:

Type of Work:

☐ Alterations  ☐ New Construction  ☐ Addition  ☑ Other: Reconstruction of

☐ Demolition  ☐ Sign  ☐ Awning

Previous structure, after

Major Fire.

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.

The fire damaged structure (south facing portion) will be demolished and replaced (restored) to original specifications. Damaged windows, paint, sheathing and roof will be rebuilt and restored. Structure will be returned to original condition.

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☐ 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 1/25/18  Initials CO  HDC Meeting 2/7/18  Case # 2/7-18-03

HDC Approval (signature)
SECOND FLOOR PLAN

BEDROOM #3
BEDROOM #4
BATH
HALL
BEDROOM #2
BEDROOM #1

FIRST FLOOR PLAN

DINING ROOM
KITCHEN
DEN
LIVING ROOM
FORMAL FOYER
COVERED PORCH

UNITED RESTORATION
1237 SUNSET PARK
UNIT 26
OCean CIty, NJ 08226