



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

March 07, 2018– 5:30 PM

Berlin Town Hall – Council Chambers



1. Call to Order
2. Agenda Adoption
3. Approval of Minutes- February 7, 2018
4. 11 South Main Street – Attics of My Life requesting Signage
5. 4 Stevenson Lane – Exterior lighting, painting and roof
6. 9 South Main Street – Snapdragon Boutique & Gallery requesting Signage
7. 11 South Main Street- Bird of Paradise requesting Signage
8. Comments from the Public
9. Comments from Staff
10. Comments from the Commissioners
11. Comments from the Chairman
12. 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
February 7, 2018

The meeting for Historic District Commission for February 7, 2018 was called to order by Chairman Carol Rose at 5:31PM. 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 February 7, 2018 agenda. Mr. Robert Poli made the motion to approve the agenda for the February 7, 2018 meeting. Mrs. Mary Moore seconded the motion and it was unanimously accepted by the commission. Chairman Rose called for a motion to approve the January 3, 2018 minutes. Mr. Robert Poli made the motion to approve the minutes from the January 3, 2018. Mrs. Laura Stearns seconded the motion and it was unanimously accepted by the commission.

The next item on the agenda was the election of the chairman and the vice chairman for the commission. Mrs. Laura Stearns nominated the current Chairman Mrs. Carol Rose to stay seated as the Chairman for the commission. That sentiment was seconded by Mrs. Mary Moore. Mrs. Moore nominated Mr. Robert Poli to remain seated as the Vice Chairman for the commission. That was seconded by Mrs. Laura Stearns.

Chairman Carol Rose called Case # 2-7-18-02, 19 South Main Street requesting a flag pole and a corner fence. Chairman Rose asked Mr. Wallace where he wanted the flag pole and the fence to be located. He replied it would be located in the far right hand corner of the property. He stated that the fence comes with spikes to stick into the ground. He also told the commission that in that corner he had a Maple tree that he had to take down and if the roots were still there he would not be able to put the fence in. He would then move it by his steps where his porch is located. Mrs. Laura Stearns and Mrs. Mary Moore had no problem with it. Chairman Rose called for a motion to include the location and that it had been discussed with the applicant and he could place it in either location. Mrs. Laura Stearns made the motion to approve Case # 2-7-18-02 for the fence and the flag pole. And adding into the record that it wouldn't matter which location he chose it had been discussed and approved by the commission. Mrs. Mary Moore seconded the motion and it was unanimously accepted by the commission.

Chairman Rose called Case # 2-7-18-03, 414 South Main Street requesting a remodel and repair to a home due to fire damage. Chairman called Mr. Joe Pino the contractor and Mr. Henry Koenig the homeowner to come forward. Chairman Rose asked Mrs. Moore what were her thoughts about the application. She replied she had no problem with it and that she lived in an older home also. Mr. Poli asked about the siding if it was asbestos. Planning Director Mr. Dave Engelhart told Mr. Poli what he was thinking of was called fiber cement siding. Mr. Koenig told Mr. Poli he would not be able to afford that type in his budget. Mr. Poli then asked about the year the home was built. Mr. Koenig replied it was built in 1914. Chairman Rose called for a motion for Case # 2-7-18-03. Mr. Poli made the motion to approve Case # 2-7-18-03 for the restoration of 414 South Main Street. Mrs. Moore seconded the motion and it was unanimously accepted by the commission. Mrs. Moore asked if they had lost any of the diamond

shaped windows and if they would be able to get more windows. Mr. Pino said they would find the windows.

Chairman Rose told the commission members that the Town Administrator Mrs. Laura Allen and Mrs. Ivy Wells wanted to have a discussion about what they had been working on. Mrs. Allen stated they wanted to discuss the planter box that sits in front of the Atlantic Hotel. Mrs. Allen said they were concerned about having too much on the streets. Mrs. Allen stated that Mrs. Robin Tomaselli said in the last meeting there might be a trade off with the planter boxes and the sidewalk signs. Mrs. Allen said they were considering a code change between the sidewalk signs, planter boxes and feather flags. She said they had been asked to take a look at it. They were suggesting that the businesses choose either a planter box, flag or sidewalk sign, looking for suggestions from the commission.

Chairman Rose stated she thought Mrs. Allen was against the feathered flags. Mrs. Mary Moore said she would vote against the sidewalk signs. She thought the sidewalk signs were detrimental to the flow of foot traffic. Chairman Rose said she would be totally against the flags. Chairman Rose and Mrs. Moore said they were trying to keep the charm of Berlin. Chairman Rose stated the majority of business owners have spent good money on the sidewalk signs. Mr. Poli stated it's a small town and that he had been to venues that had no sidewalk signs. He stated he sees no need for sidewalk signs or flags. Mrs. Moore thought it was a safety concern. Mrs. Allen said she wanted to get their opinion on the feathered flags. Mrs. Moore stated the businesses did a great job with the advertising. Mr. Poli asked if people ever came back to say the sidewalk signs help their business. Mrs. Allen replied yes, a lot of the side street businesses comment on that. Chairman Rose stated that Mr. Engelhart had written a letter to the Burley Café to remove the outdoor refrigerator or do what the commission had approved to cover it up. Mrs. Allen described the subject matter of the community meeting that was to be held after the historic meeting.

With no other comments from the public, staff or commission the meeting was adjourned at 6:05PM.

Respectfully Submitted,


Carolyn Duffy



Mayor & Council of Berlin

10 William Street
Berlin, MD 21811
410-641-2770
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HISTORIC DISTRICT BUILDING PERMIT APPLICATION

Date Received: <u>2/14/18</u>	Property Address: <u>11 S. Main St</u> <u>Berlin, MD 21811</u>
Property Owner: <u>Decatur Investments LLC</u> <u>Donoway</u>	Phone: <u>410 430 0413</u> Email: <u>info@athesofmylife.com</u>
Property Owner Address: <u>11 S. Main St</u> <u>Berlin, MD 21811</u>	Phone: <u>☎</u>
Applicant: <u>Ashley Abell</u> <input type="checkbox"/> Owner <input checked="" type="checkbox"/> Tenant <input type="checkbox"/> Contractor Address: <u>28 Puntail Dr</u> <u>Ocean Pines, MD 21811</u>	Email: _____

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

Vinyl lettering on front window and part of front (dual access) door.

Sign & Bracket to be placed by store entrance

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: Ashley Abell

<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>2/14/18</u>	Initials <u>CA</u>	HDC Meeting <u>3/7/18</u>	Case # <u>3-7-18-04</u>
HDC Approval (signature)			



**ATTICS OF MY LIFE SIGN
24"X24" PRINTED PVC**

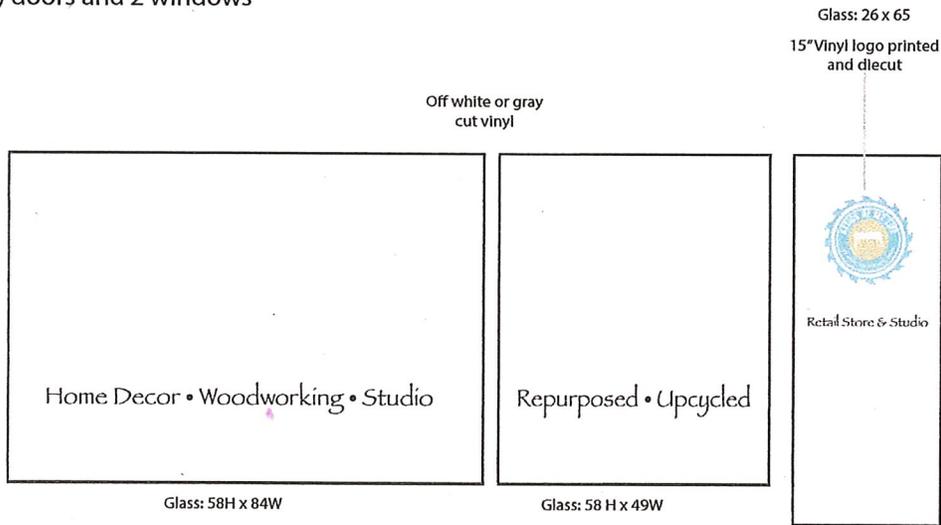


Jack Curry • 410-726-6395 • jackcurry57@gmail.com • 11355 St. Martins Neck Rd. Bishopville, Md. 21813

Proposal 2: Attics -Berlin New Store Graphics

Feb 11th 2018 Attention: Ashley

Design, manufacture and install high perf. digital print and vinyl cut graphics for
(2) doors and 2 windows



Materials \$ 300*

Labor \$ 250

Sales Tax 18*

Total Job Cost \$ 568

Thanks for the opportunity
Jack Curry

Jack Curry

Please initial all categories / sign/ fax back to 410-352-3710

	OK as Is PROCEED	Change / PROCEED	Change / NEW PROOF
Design	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Layout	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Spelling	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Signature _____ Date _____

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DONALD





Mayor & Council of Berlin

10 William Street, Berlin, Maryland 21811
Phone 410-641-2770 Fax 410-641-2316
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HISTORIC DISTRICT COMMISSION APPLICATION

Date: 2/11/18 Subject Property Location: 104 STEVENSON LN Case #: 3-7-18-05
Property Owner: KCON LLC Kelly Conklin Owner Phone #: 7578940987
Owner Address: 6243 MADDOX BLVD, CHINA VA Owner Email: Kelly@islandcreanery.net
Agent/Contractor: _____ Agent Phone#: _____

Work Involves: Alterations New Construction Addition Demolition Sign Other

DESCRIPTION OF WORK PROPOSED: Secure roof, patch exterior walls, paint exterior walls & trim, add flower boxes & lighting, new shutters

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.

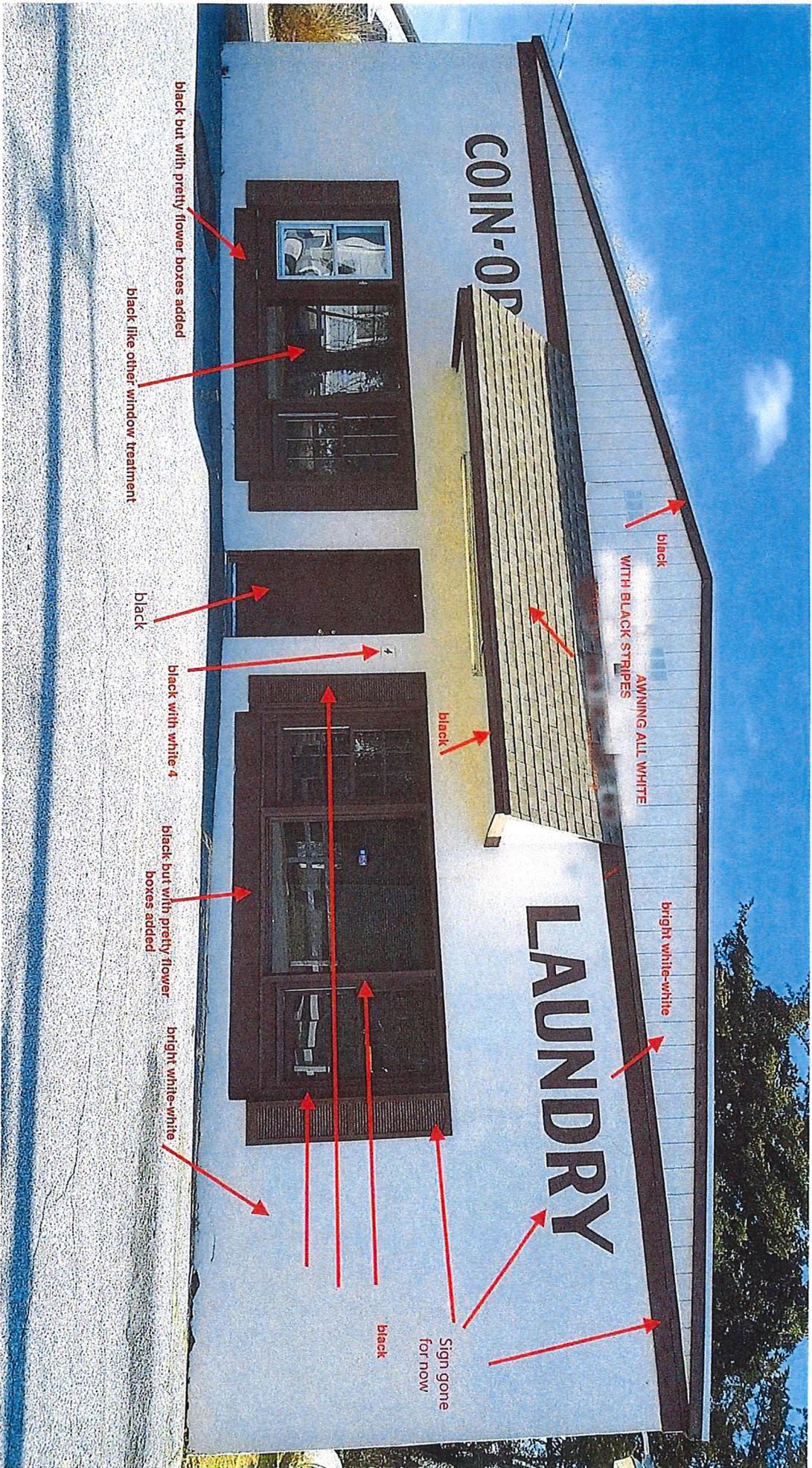
The applicant, or an authorized representative, has been advised to appear at the meeting of the Berlin Historic District Commission scheduled for 3/7/18 (date).

Applicant Signature: [Signature] Date: 2/11/18

APPROVED:

Historic District Commission Chair (Date)

Planning Director (Date)



black WITH BLACK STRIPES AWNING ALL WHITE

bright white-white

LAUNDRY

COIN-OP

black Sign gone for now

black

bright white-white

black but with pretty flower boxes added

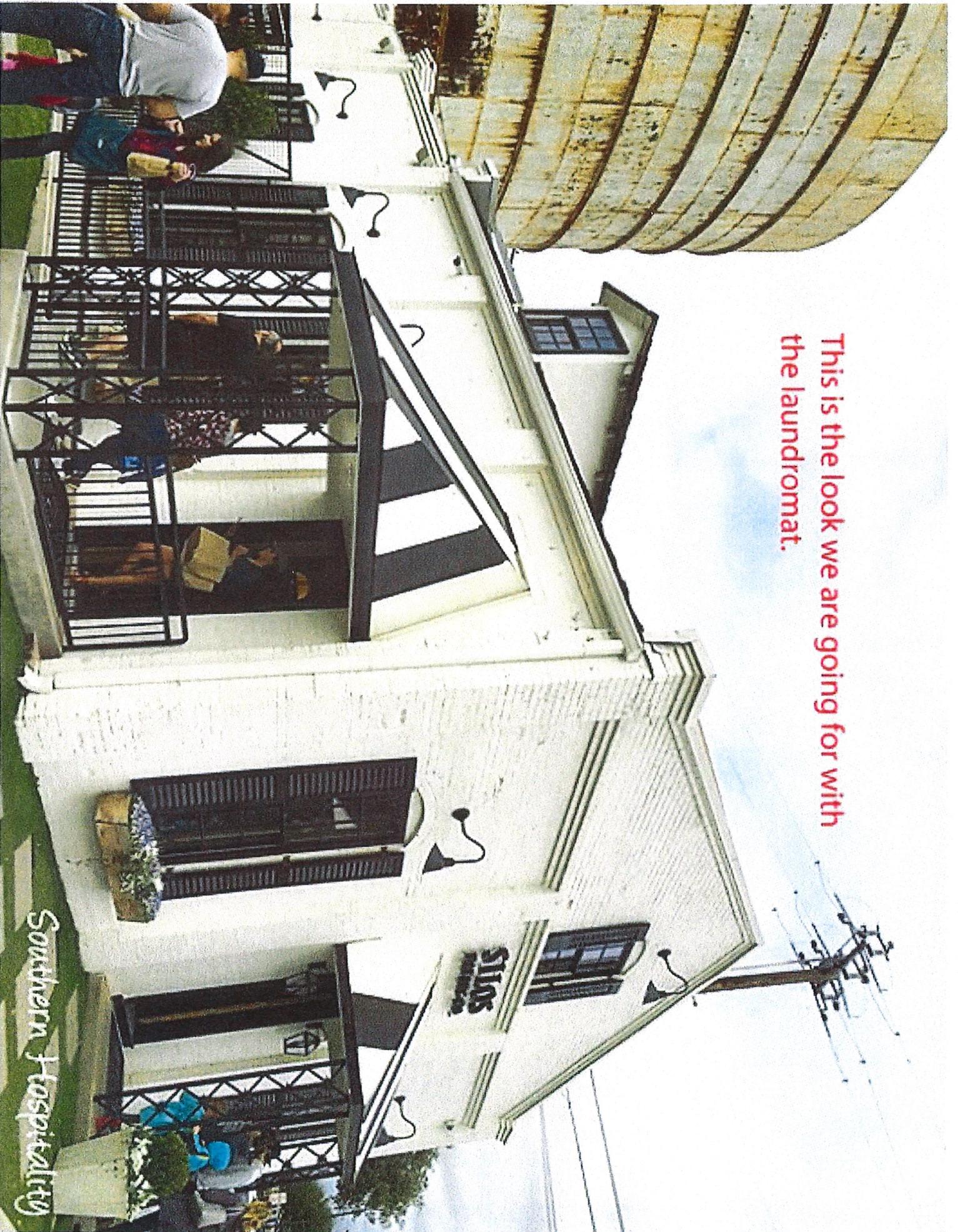
black with white 4

black

black like other window treatment

black but with pretty flower boxes added

This is the look we are going for with the laundromat.



Southern Hospitality



Mayor & Council of Berlin

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Berlin, MD 21811
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HISTORIC DISTRICT BUILDING PERMIT APPLICATION

Date Received: <u>2/14/18</u>	Property Address: <u>9 S. Main Street Berlin</u>
Property Owner: <u>Susan Ayas Wimbrown</u>	Phone: <u>410 430 5831</u> MO 21811
Property Owner Address: <u>11147 Assateague Rd.</u> <u>Berlin MD 21811</u>	Email: _____
Applicant: <u>Tracy Bell</u>	Phone: <u>410 213 0610</u>
<input type="checkbox"/> Owner <input checked="" type="checkbox"/> Tenant <input type="checkbox"/> Contractor	Email: <u>tracyd@yahoo.com</u>
Address: <u>200 Coastal Drive</u> <u>Berlin MD 21811</u>	

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

white vinyl letters to say - Snapdragon
Boutique & Gallery
approx 18" H by 43" wide

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 Tracy Bell

<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>2/14/18</u>	Initials <u>CO</u>	HDC Meeting <u>3-7-18</u>	Case # <u>3-7-18-06</u>
HDC Approval (signature)			

151



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Proposal: Snapdragon Window Graphic- Berlin Store Sign

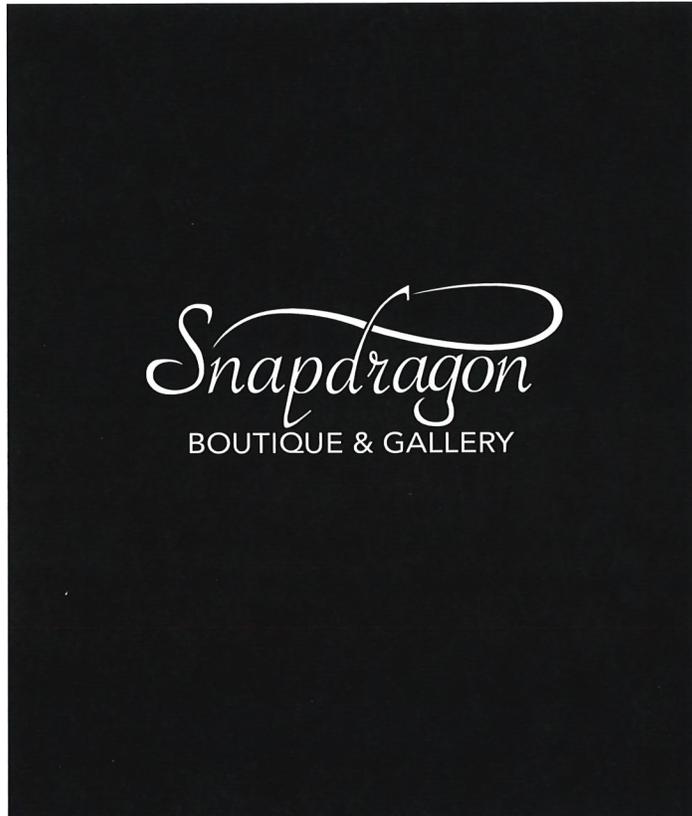
Feb 11th 2018

The window is 71 1/2" wide.

Attention: Tracy

Design, manufacture and install
(1) white high perf. vinyl
graphic.

Aprox: 18" high by 43" wide



Materials \$ 100*
Labor \$100
Sales Tax 6*

Total Job Cost \$ 206

Thanks for the opportunity
Jack Curry

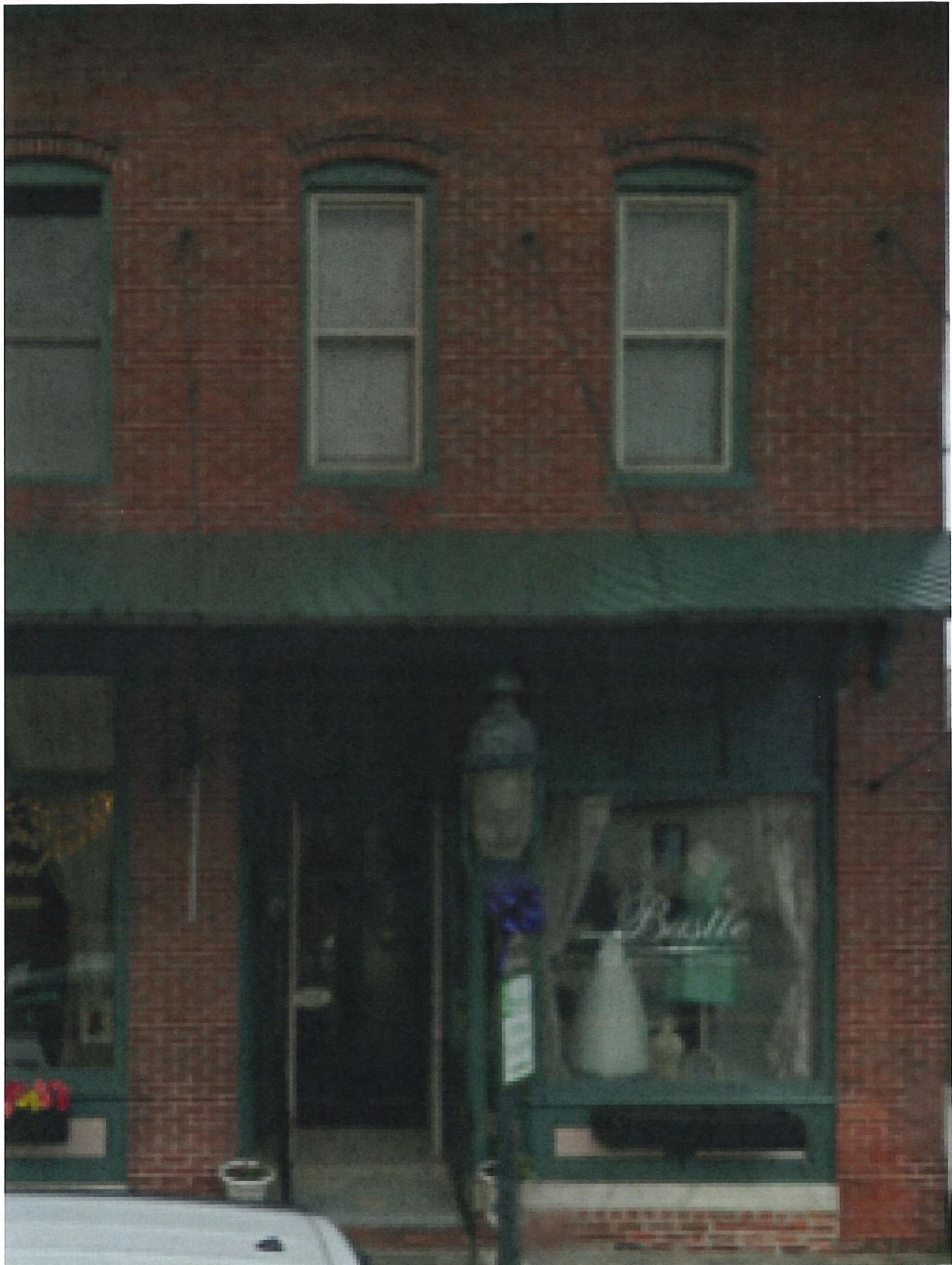
Please initial all categories / sign/ fax back to 410-352-3710

	OK as is PROCEED	Change / PROCEED	Change / NEW PROOF
Design	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Layout	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Spelling	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Signature _____ Date _____

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530 March 7 -



Mayor & Council of Berlin

10 William Street
Berlin, MD 21811
410-641-2770
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HISTORIC DISTRICT BUILDING PERMIT APPLICATION

Date Received: <u>2/21/18</u>	Property Address: <u>11 South Main St, Unit B</u>
Property Owner: <u>Decatur Investments</u>	Phone: <u>410 641-1555</u>
Property Owner Address: <u>11 South Main St Berlin, MD, 21811</u>	Email: _____
Applicant: <u>Bird of Paradise, LLC</u>	Phone: <u>410 726 2651</u>
<input type="checkbox"/> Owner <input checked="" type="checkbox"/> Tenant <input type="checkbox"/> Contractor	Email: <u>birdofparadiseberlin@gmail.com</u>
Address: <u>8620 Saddle Creek Dr Berlin, MD 21811</u>	

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

Sign; Projecting metal rod secured with metal strap brackets - wood (to replace current Nest sign) Image attached with colors - bird of paradise flower to fill area to right of name.

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 Bird of Paradise LLC, by Maria T Pittsford, managing member

- 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>2/21/18</u>	Initials <u>JO</u>	HDC Meeting <u>3-7-18</u>	Case # <u>3-7-18-07</u>
HDC Approval (signature)			

