



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 06, 2019– 5:30 PM
Berlin Town Hall – Council Chambers

1. Call to Order
2. Agenda Adoption
3. Approval of Minutes- February 6, 2019
4. 15 Gay Street - Signage
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
February 6, 2019

The meeting for the Historic District Commission was called to order by Chairman Carol Rose at 5:33PM. Members present were Carol Rose, Dr. Robert Poli, Norman Bunting, Allen Palmer and Laura Stearns. Absent from the meeting was Mary Moore. Staff present was Planning Director Dave Engelhart and Permit Coordinator Carolyn Duffy.

Chairman Carol Rose thanked Dr. Robert Poli for filling in for her at last month's meeting. Chairman Carol Rose called for a motion to adopt the agenda. Mrs. Laura Stearns made the motion to adopt the February 6, 2019 agenda. Dr. Robert Poli seconded the motion and it was unanimously accepted by the Commission. Chairman Carol Rose called for a motion to approve the minutes from the January 2nd, 2019 meeting. Mr. Norman Bunting made the motion to approve the minutes from the January 2nd, 2019 meeting. Dr. Robert Poli seconded the motion and it was unanimously accepted by the Commission.

The next item on the agenda was the election of Chairman & Vice Chairman. Chairman Carol Rose opened the floor for the nominations. Mr. Norman Bunting nominated the current Chairman Carol Rose to remain seated in the position of Chairman. Mrs. Laura Stearns seconded the nomination for Chairman Carol Rose to remain seated and it was unanimously accepted by the Commission. Chairman Carol Rose called for nominations for Vice Chairman. Mrs. Laura Stearns nominated Dr. Robert Poli for Vice Chairman. Mr. Norman Bunting seconded the motion and it was unanimously accepted by the Commission.

Chairman Carol Rose called the first Case # 2-6-19-02 Mr. Matt Amey requesting expansion of his shed and repositioning of his fence, refacing with pressure treated wood. Dr. Robert Poli stated he had gone to visit the applicant and had a nice visit. Dr. Poli stated he wanted to discuss the application in two parts. He stated the wheel chair ramp and the retaining wall had already been approved at a prior meeting for Mr. Amey. Dr. Poli asked would the fence be 6' feet as they had discussed. Mr. Amey replied yes. Dr. Poli asked what type of lumber he would use. Mr. Amey stated it would be pressure treated lumber. Mr. Amey stated he wanted to match what was already there. Dr. Poli stated that the shed would be coming out three feet. Mr. Amey stated when he came to a prior meeting he showed what was there along with an extended floor plan. He stated he didn't have the elevations at that time. He stated this was an effort to show the elevations and how it would match the house. Dr. Poli asked about the height of the shed would it be around 15 feet. Mr. Amey said about 8 1/2 or 9 on the slanted roof. Mrs. Laura Stearns stated that the overall changes that Mr. Amey had made looked very nice. She said it would be another nice improvement. Chairman Carol Rose called for a motion for Case # 2-6-19-02. Dr. Robert Poli made the motion to approve Case # 2-6-19-02. Mrs. Laura Stearns seconded the motion and it was unanimously accepted by the Commission.

Chairman Carol Rose called Case#2-6-19-03 for Town of Berlin Welcome Center, Mrs. Ivy Wells Director of Economic Development was representing. Mrs. Laura Stearns had no issues with the signage it was the same as the other. Dr. Poli asked was it the same material. Mrs. Wells stated that it would be the same as what is on the side of the Welcome Center. She said

they needed it for the visitors coming in from Route 113. Dr. Poli asked about the sign in the front of the building. Mrs. Wells stated it would be the same sign that is in front of Planning & Zoning. The only change would be the name Economic Development & Community Services. Chairman Rose called for a motion to approve Case # 2-6-19-03 for signage. Mr. Norman Bunting made the motion to approve Case # 2-6-19-03. Dr. Robert Poli seconded he motion, and it was unanimously accepted by the Commission. Mrs. Wells wanted to add that the signs were being paid for by a grant.

Chairman Rose called Case # 2-6-19-04 105 South Main Street. Chairman Rose stated she had gone to the residence and stated they share a driveway. Chairman Rose asked Mr. Bunting if he had a chance to go look at 105 South Main. Mr. Daniel Jacobs had photos that he had taken to show the Commission members. He said the shed would go where his truck was parked in the picture that would be like the left wall of the building. It would start there and go to the right. Dr. Poli asked would it be siding on the shed or vertical. Mr. Jacobs stated it would be panels. Dr. Poli asked if it could be more of the historic look. Mr. Jacobs stated it would be painted to match the house. Chairman Rose stated everything she looked at was pretty much like what he wanted to do. Planning Director Dave Engelhart asked Mr. Jacobs was he showing a vertical panel of the garage. Mr. Jacobs stated it was a cad drawing but wouldn't have all the lines like what was shown. Planning Director Dave Engelhart asked was it like a board and batten type. Mr. Jacobs asked if we could show the pole buildings on the screen. He stated they are all made of the same materials. Dr. Poli thought it would be a nice addition. Mr. Jacobs stated his current shed is dilapidated and the floor was cracking holes forming in the roof. Mrs. Stearns asked how close it would be to Bryan Brushmiller's. Mr. Jacobs stated it would run along the asphalt. Mr. Engelhart stated the code calls for 6 feet from the property line and he would be approximately 3 feet. Mr. Engelhart stated Mr. Jacobs would go to Board of Zoning Appeals right after this meeting for a variance. He has gotten permission from the surrounding property owners that could have opposition to that. Mrs. Stearns said she didn't have a problem with it. Mr. Bunting has no issue with it. Chairman Rose called for s motion to approve Case # 2-6-19-04, 105 South Main Street. Mrs. Laura Stearns made the motion to approve case # 2-6-19-04 as submitted. Dr. Poli seconded the motion and it was unanimously accepted by the Commission.

Chairman Carol Rose called Case # 2-6-19-05, 11 South Main Street. Planning Director Dave Engelhart told the chairman that we had just called the applicant and she was in Parsonsburg. He stated he told her he would go by whatever the Chairman determined whether approving of the sign or not. Chairman Rose asked what type of business it would be. Mr. Engelhart stated it would be a women's clothing store like a boutique. Chairman Rose asked what the name would be. Mr. Engelhart stated Madison Avenue Boutique. Dr. Poli asked was it a brass sign. Mr. Engelhart told the commission it was light weight but not brass itself. He stated like a hollow anchor. Mr. Engelhart stated she probably had forgotten because she dropped off the application the 6th of January. Mr. Engelhart told the commission she would be reusing the same brackets that are there to hang the sign. Mr. Bunting stated he would have concerns about the weight of the sign. Chairman asked did she bring anything for Dave to feel or did she state when she wanted to get open. Mr. Engelhart replied no to both questions. Chairman Rose stated she could open without a sign. Mr. Engelhart stated he could get the information and poll the Commission. Or it could go to the March 13th meeting. Chairman Rose stated she would rather she go to the March meeting and bring the sign. Mr. Bunting stated he wanted to table it to next month's

meeting as well. Chairman called for a motion. Mr. Norman Bunting made the motion that Case # 2-6-19-05 be tabled to the March's meeting date. Dr. Robert Poli seconded the motion. All agreed. Chairman Carol Rose asked if there were any comments from the public or staff there was none. Dr. Poli stated we had a workshop a couple of weeks ago and asked were they going to have a meeting to adopt the guidelines. Mr. Engelhart stated as far as the guidelines themselves we have the links, so nothing has changed for that. It would be a change for the web site to show the links. He stated if you direct that but he had not gone any further with it on the town level to add it as yet. Mr. Engelhart stated he had not had a chance to talk with Town Administrator Laura Allen or the Administrative Services Director Mary Bohlen about adding it. Dr. Poli asked Mr. Engelhart if he could provide a copy for Chairman Carol Rose from the work session meeting. Chairman Carol Rose called for a motion to adjourn. Mr. Bunting made the motion to adjourn. Meeting was adjourned at 5:58PM.

Respectfully Submitted,



Carolyn Duffy



Mayor & Council of Berlin

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



HISTORIC DISTRICT BUILDING PERMIT APPLICATION

Date Received: <u>2/11/19</u>	Property Address: <u>15 Gay St.</u>
Property Owner: <u>Pat Vorsteg</u>	Phone: <u>410-375-1035</u>
Property Owner Address: <u>Bishopville</u>	Email: _____
Applicant: <u>Robert & Kelli Dech</u>	Phone: <u>443-614-0111</u>
<input type="checkbox"/> Owner <input checked="" type="checkbox"/> Tenant <input type="checkbox"/> Contractor	Email: <u>Kelli@denovos.com</u>
Address: <u>15 Gay St.</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.

signage - Pop's Kitcher
by DeNovo's
pizza. cheesesteaks. salads. soups and 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 K Dech

<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>2/11/19</u>	Initials <u>CD</u>	HDC Meeting <u>3-6-19</u>	Case # <u>3-6-19-06</u>
HDC Approval (signature) _____			

PIZZERIA
By DeMoro's
pizza • cheesesteaks • salads • soup and More!

3 FT

5 FT



42"

POP'S KITCHEN

pizza • cheesesteaks
salads • soup
and More!

by DeNovo's

34"



42"

POP'S KITCHEN

pizza • cheesesteaks
salads • soup and More!



by DeNovo's

34"

⊗ - location of 34x42 wooden sign under awning

Pop's
Kitchen

STREET
CLEANERS



⊗ - location of 34x42 wooden sign under awning



Plak That
 12636 Sunset Avenue, H6, Ocean City, MD, 21842
 Primary Email: contact@plakthat.com
 Primary Phone: +1 443-664-6268
 EIN #: 46-0723559
<https://www.plakthat.com>



Quote 5416

SALES REP INFO

QUOTE DATE
01/30/2019

POP's Kitchen Blade Sign

QUOTE EXPIRY DATE
03/01/2019

TERMS
50% Downpayment

ORDERED BY
POP'S Kitchen

CONTACT INFO
Kelli Beck
kelli@denovos.com

About this Quote:

#	ITEM	QTY	UOM	U.PRICE	TOTAL (EXCL. TAX)
1	36" x 60" Aluminum and Wood Sign Height: 36 Inches Width: 60 Inches Clear Satin Spar Urethane Minwax - Espresso	1	Each	\$907.7216	\$907.72
2	42" x 34" Wooden Sign Height: 42 Inches Width: 34 Inches Clear Satin Spar Urethane	1	Each	\$359.2981	\$359.30
3	Installation - One Person \$75 Per Person Per Hour. This line item covers (1) employee.	4	Hr	\$75.00	\$300.00

This handcrafted quote is based on specific information you've given us and is valid for 30 days.
 When you approve this quote, you are agreeing to pay 100% of the quoted price. We require a 50% deposit to begin work on your project. Once we receive your deposit, we'll schedule your project and email you an estimation completion date. The remaining balance is due upon completion of your order.
 Need to make changes?
 No problem - but please realize changes to quantity or specifications will affect your price. We will provide you with an updated quote based on the changes.

Shipping:	\$0
Misc. Charges:	\$0
Subtotal:	\$1,567.02
Sales Tax (6%):	\$76.02
Total:	\$1,643.04

Downpayment (50.0 %)

\$821.52

SIGNATURE:

DATE: