



## Historic District Commission

### Meeting Agenda

Berlin Town Hall

10 William Street

Wednesday, October 7, 2020 - 5:30PM

#### EFFECTIVE 9/14/20:

Limited public attendance at Mayor and Council and Board and Commission Meetings will be permitted based on Governor Hogan's September 1, 2020 Executive Order. These guidelines allow up to 50 percent capacity for indoor venues, with appropriate social distancing and face coverings for all attendees.

The Town of Berlin will implement these guidelines as follows:

1. In addition to Town officials and staff, up to 16 seats will be available to presenters, members of the public and the press.
2. Doors will be opened 15 minutes before the designated start time of the meeting and seating will be first-come, first-served.
3. At the start of the meeting, or when capacity has been reached, the doors will be locked to entry from the outside.

LIVE STREAMING WILL CONTINUE with the same conditions as have been in place during the pandemic:

- Meeting packets will be posted by 5:00 p.m. on the Wednesday before the meeting.
- Written questions will be accepted up to 12:00 PM/NOON on the day of the meeting. Submit to:
  - Email: [dengelhart@berlinmd.gov](mailto:dengelhart@berlinmd.gov); please use Meeting Comments as your subject
  - Fax to: 410-641-2316
  - Mail to: Berlin Town Hall, Attn: D. Engelhart, 10 Williams St., Berlin, MD 21811. Mail should be posted no later close of business on the Friday before the meeting to help ensure delivery.
  - Drop off at the Planning Office or in one of the two drop boxes at Town Hall – one is at the rear of the building behind the stair tower, and the other is at the corner of Bay and Williams Street on the building.

**To access the Meeting via live stream on Facebook, please click on the blue Facebook icon at the top of any page on the Town website, [www.berlinmd.gov](http://www.berlinmd.gov), or type @berlinmd in the Facebook search bar.**

**No response will be given to questions and comments submitted via Facebook during a regular meeting.**

**PUBLIC HEARINGS:** If a public hearing is scheduled, questions will also be taken via Facebook during the Public Hearing portion of that meeting. A staff member will monitor the questions for duplicates, language and appropriateness to the Public Hearing topic. Depending on the volume of questions, we may not be able address everyone.

**Responses will be given out loud via the live stream; they WILL NOT be responded to via the comments on Facebook.**



# 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 07, 2020 – 5:30 PM

Berlin Town Hall – Council Chambers

1. Call to Order
2. Agenda Adoption
3. Approval of Minutes: September 2<sup>nd</sup>, 2020
4. 1 North Main Street - Signage
5. 12 Broad Street - Signage
6. 14 Broad Street – Roof Repair
7. 201 South Main Street – Addition to rear of house
8. Comments from the Public
9. Comments from the Staff
10. Comments from the Commissioners
11. Comments from the Chairman
12. Adjournment

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*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  
September 2<sup>nd</sup>, 2020

Chairman Carol Rose called the September 2<sup>nd</sup>, 2020 meeting to order at 5:35PM. Members present were Carol Rose, Mary Moore, Robert Poli, Laura Stearns and Norman Bunting. Staff present were Planning Director Dave Engelhart and Permit Coordinator Carolyn Duffy.

Chairman Carol Rose called for a motion to approve the September 2<sup>nd</sup>, 2020 agenda. Mr. Robert Poli made the motion to approve the September 2<sup>nd</sup>, 2020 agenda. Mr. Norman Bunting seconded the motion and it was unanimously accepted by the commission. Chairman Carol Rose asked if there were any additions or corrections to the minutes. She then called for a motion to approve. Mr. Norman Bunting made the motion to approve the August 5<sup>th</sup>, 2020 minutes. Mr. Robert Poli seconded the motion and it was unanimously accepted by the commission.

Chairman Carol Rose called Case # 9-2-20-15, 16 South Main Street for signage. Chairman Carol Rose asked Mr. Dana Helmuth if he had a new business. Mr. Helmuth stated it was still at the same location. Chairman Carol Rose asked if the colors were going to be like his other sign. He replied yes, the same thing. Chairman Carol Rose asked the other members if they had any questions. They all were fine with the signage. Chairman Carol Rose called for a motion to approve Case # 9-2-20-15. Mr. Robert Poli made the motion to approve. Mrs. Mary Moore seconded the motion and it was unanimously accepted by the commission.

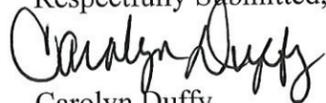
Chairman Carol Rose called Case # 9-2-20-16, Mr. Matt Powell of 509 South Main Street requesting a utility shed for rear yard. Mr. Matt Powell stated he had purchased his home on July 20<sup>th</sup>, 2020. He stated upon purchasing the house he purchased a zero-turn mower. He stated the property has four acres and a lot of grass. He stated that was the reason for the shed to store his equipment. He stated his intend is to paint the shed to match the color of the house white with black shingles. The size of the shed is a 14 x 16. Chairman Carol Rose stated he had contacted her about the shed and the information he had received. He wanted to make sure of the information he had received because the shed was coming the next day. Chairman Carol Rose stated she had driven by and couldn't see the shed from the road. Mr. Powell stated in three to five years he would like to construct a garage but just needed the shed right now.

Mrs. Mary Moore stated she always thought this was one of the nicest homes coming into town with the rounded driveway. Mrs. Laura Stearns said she was excited they were going to live there. Mr. Powell told the commission he and his wife were expecting their son in six weeks. Chairman Carol Rose asked Mr. Powell to tell the commission who they had named their son after. Mr. Powell stated they had named him after his grandfather Roland E. Powell. Chairman Carol Rose called for a motion to approve Case # 9-2-20-16. Mrs. Laura Stearns made the motion to approve Case # 9-2-20-16. Mr. Norman Bunting seconded the motion and it was unanimously accepted by the commission.

Chairman Carol Rose stated at the last meeting they had discussed working with realtors about people that purchase homes in the Historic District being more aware. She stated she had spoken with the assistant of Coastal Home Realty a long time. Chairman Carol Rose said she had taken

a copy of the Historic District guidelines to them so they could put on their web page as a link. The newsletter she stated has a large readership and they were going to put an article in the newsletter about the Town's code. Mr. Poli added the realtors should have a map of the Historic District. Planning Director Dave Engelhart told the commission the map is on the web page and they could share the map with the realtors. Discussion continued. Mr. Robert Poli said the house on Main Street that was redoing the garage have put the shutters up now. The house that had the ramp is coming in October. With no other comments meeting was adjourned. Mr. Robert Poli made the motion to adjourn. Mr. Norman Bunting seconded the motion. Meeting adjourned 6:01PM.

Respectfully Submitted,

  
Carolyn Duffy



# Mayor & Council of Berlin

10 William Street, Berlin, Maryland 21811  
Phone 410-641-2770 Fax 410-641-2316  
www.berlinmd.gov



## HISTORIC DISTRICT COMMISSION APPLICATION

Date: 9/10/20 Subject Property Location: 1 N MAIN ST Case #: 2020-17  
 Property Owner: Joy Poole Owner Phone # 410 213 1900  
 Owner Address: \_\_\_\_\_ Owner Email: \_\_\_\_\_  
 Agent/Contractor: BILL OUTTEN Agent Phone# 410-629-9656  
 Work Involves:  Alterations  New Construction  Addition  Demolition  Sign  Other

DESCRIPTION OF WORK PROPOSED:  
HANG SIGN - UNDER AWNING AT 1 N MAIN STREET

### 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 OCT 7, 2020 5:30pm (date).

Applicant Signature William Outten Date 9/10/20

APPROVED:

\_\_\_\_\_  
Historic District Commission Chair (Date)

\_\_\_\_\_  
Planning Director (Date)





# Mayor & Council of Berlin

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## HISTORIC DISTRICT COMMISSION APPLICATION

Date: 9-18-20 Subject Property Location: 12 Broad St Case #: 2020-18

Property Owner: Burley Hod Dings Owner Phone #: 410 422 8887

Owner Address: 10016 Old Ocean City Blvd Owner Email: Brushmiller@gmail.com

Agent/Contractor: \_\_\_\_\_ Agent Phone#: \_\_\_\_\_

Work Involves:  Alterations  New Construction  Addition  Demolition  Sign  Other

### DESCRIPTION OF WORK PROPOSED:

<u>Painted Sign</u>

### DOCUMENTS REQUIRED TO BE FILED WITH APPLICATION

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The applicant, or an authorized representative, has been advised to appear at the meeting of the Berlin Historic District Commission scheduled for 10-7-2020 5:30pm (date).

Applicant Signature: [Signature] Date: 9-18-20

APPROVED:

\_\_\_\_\_  
Historic District Commission Chair (Date)

\_\_\_\_\_  
Planning Director (Date)



THE  
GLOBE



# Mayor & Council of Berlin

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## HISTORIC DISTRICT COMMISSION APPLICATION

Date: 9/2/20 Subject Property Location: 14 Broad St. Case #: 2020-19

Property Owner: Peter Paterek Owner Phone #: \_\_\_\_\_

Owner Address: 1661 New Four Corners RD Englewood, FL 34423 Owner Email: pp@peterpete.com

Agent/Contractor: Five Star/Blue Martin Siding Agent Phone#: \_\_\_\_\_

Work Involves:  Alterations  New Construction  Addition  Demolition  Sign  Other

DESCRIPTION OF WORK PROPOSED: REMOVE EXISTING ASPHALT ROOFING MATERIALS. FURNISH & INSTALL EPDM RUBBER ROOFING MEMBRANE INSULATION BOARD and Aluminum PARAPET CAP. FEI aluminum GUTTER & DOWNSPOUTS

Please Contact Robert Colflesh 443-880-7842

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The applicant, or an authorized representative, has been advised to appear at the meeting of the Berlin Historic District Commission scheduled for 10/7 (date).

Applicant Signature: [Signature] Date: 9/2/20

APPROVED:

Historic District Commission Chair (Date)

Planning Director (Date)



CONTINENTAL MATERIALS, INC

Fasteners • Asphalt • Underlayments • Fiberboard • Tools

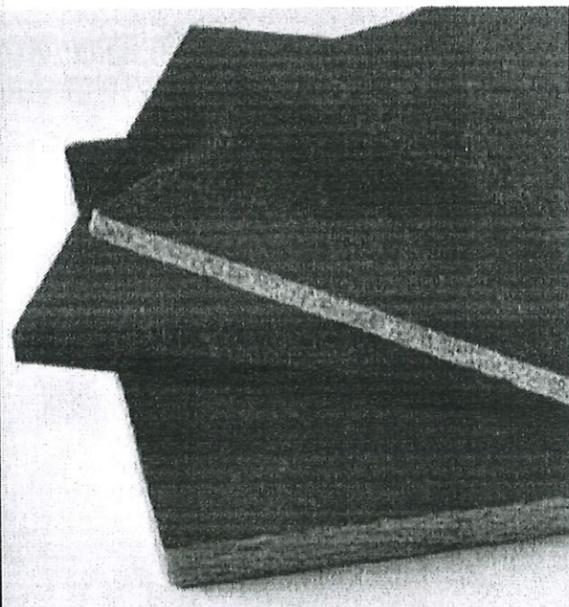
*"Quality Manufactured  
Components...  
Making Construction  
Systems Perform Better  
Since 1958"*

# Roofing Fiberboard

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*"Your Best Choice  
For Reliable  
Performance—  
And It's Even  
Eco-Friendly!"*

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- **Improved Moisture Resistance...** Special additives combined with asphalt impregnation improve moisture resistance
- **Environmentally Friendly...** 100% reclaimed/recycled material content
- **Improves Roof System Rigidity...** Adds rigidity to foam insulation and to the entire roof deck, and withstands normal deck traffic during and after membrane application
- **Improves Roof System R-value...** Lowers energy consumption
- **Versatile...** Can be used in all asphaltic and single ply roofing systems and as a recovery board
- **Trims Easily...** Can be cut with a standard utility knife, with no irritating fiberglass dust
- **Complete Assortment Of Wood Fiber Products...** Includes fiberboard, tapered edge panels and standard cant strips





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## HISTORIC DISTRICT COMMISSION APPLICATION

Date: 9/16/2020 Subject Property Location: 201 South Main Street Case #: 2020-20

Property Owner: Tony Benito Owner Phone #: 410-650-5066

Owner Address: 201 S. Main Street Owner Email: \_\_\_\_\_

Agent/Contractor: Hazard Construction Co Inc Agent Phone#: 410-251-3747

Work Involves:  Alterations  New Construction  Addition  Demolition  Sign  Other

DESCRIPTION OF WORK PROPOSED: one story Rt Rear of Property 488 sq ft  
of conditional space, Handicap Lift.

### DOCUMENTS REQUIRED TO BE FILED WITH APPLICATION

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Applicant Signature: [Signature] Date: 9/16/2020

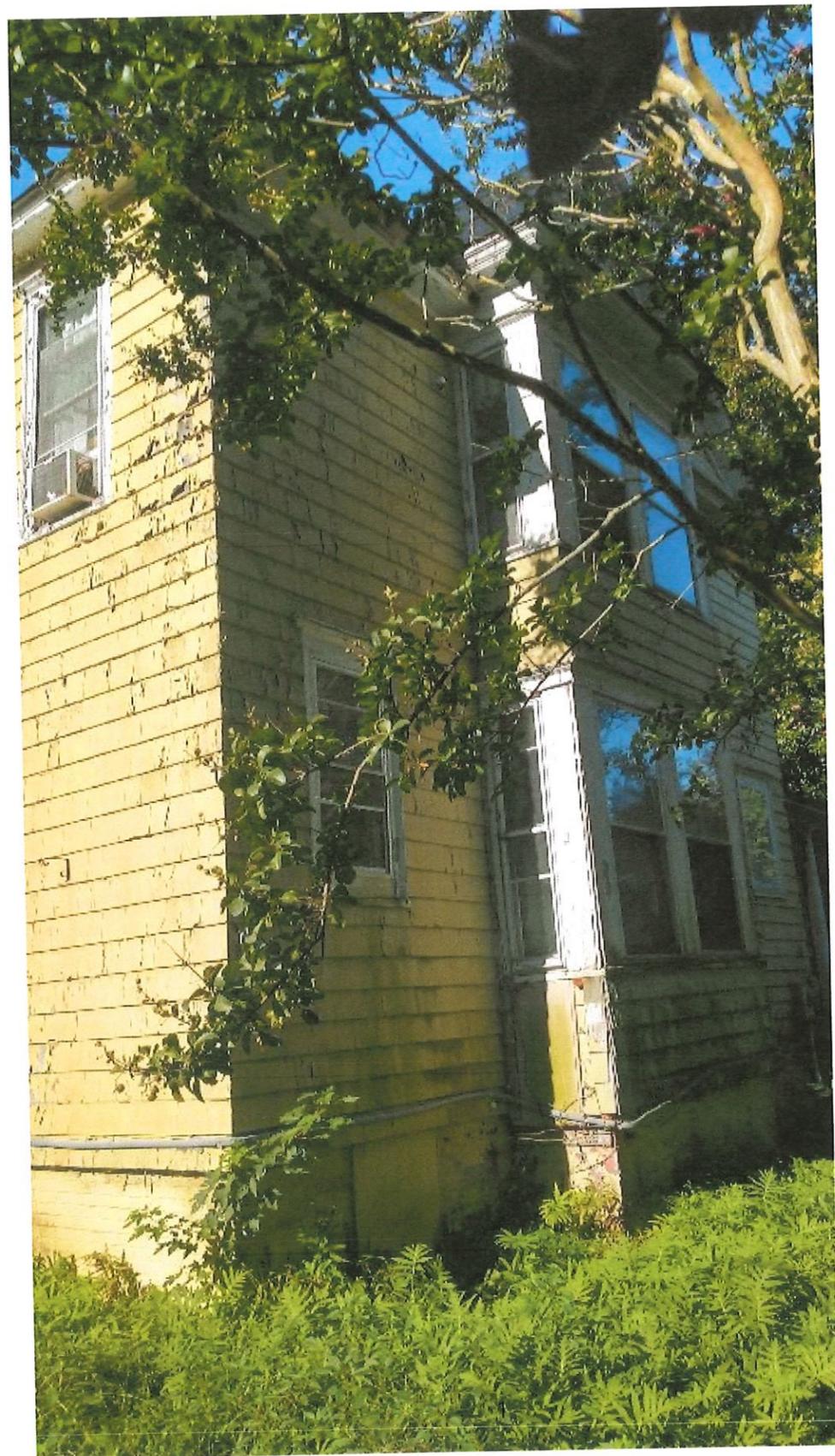
APPROVED:

Historic District Commission Chair (Date)

Planning Director (Date)



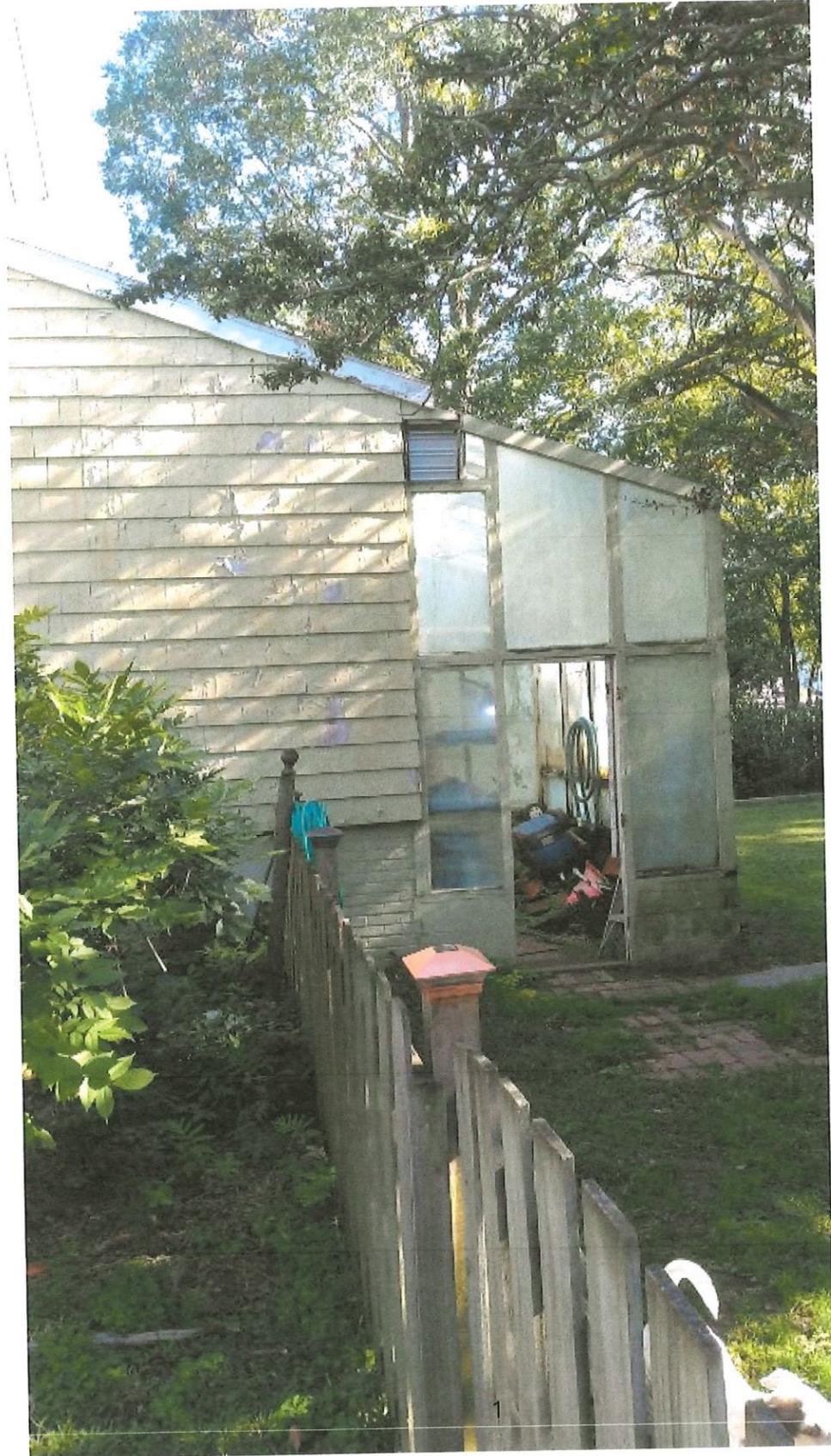
Southside



Northside



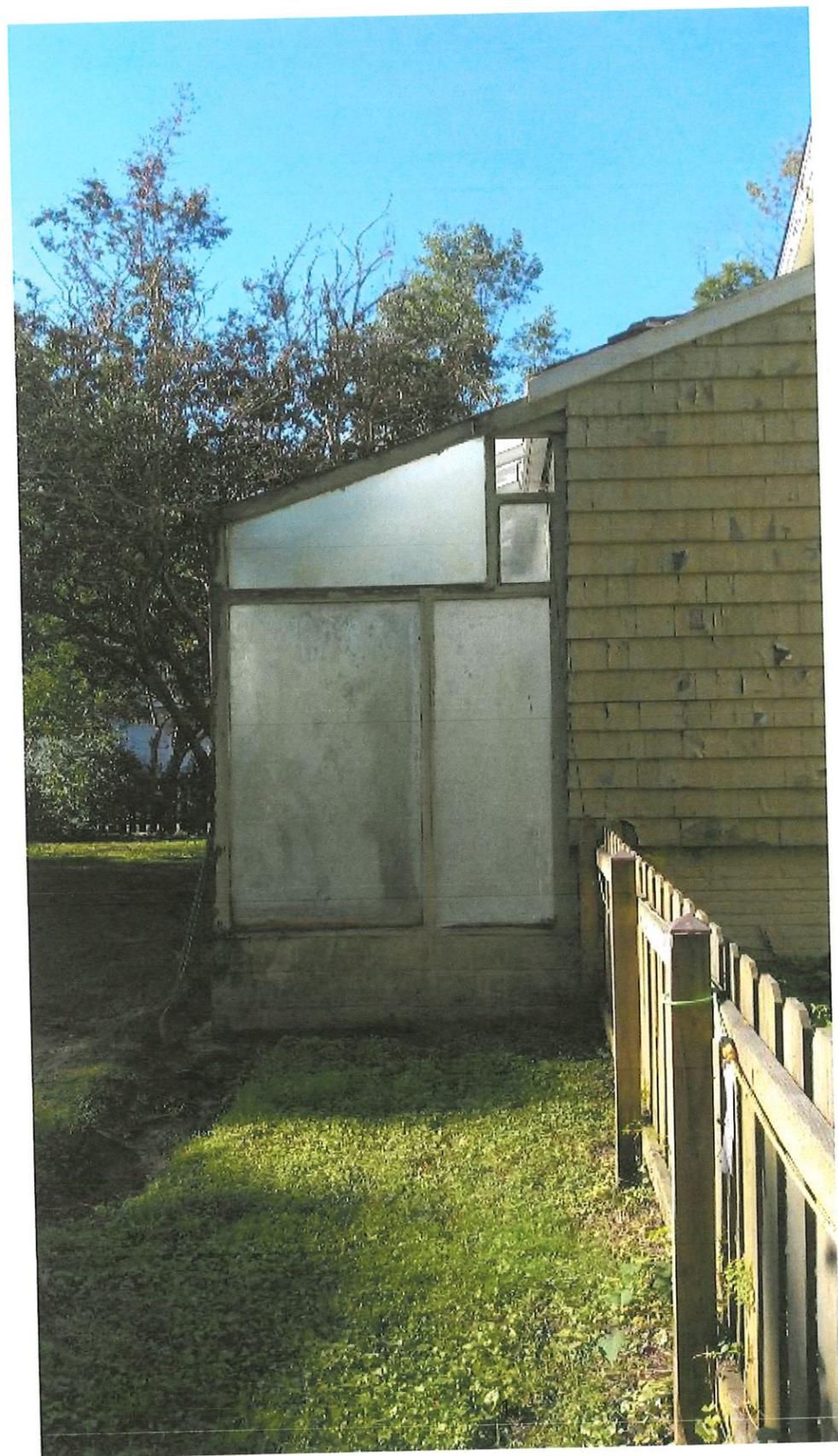
Southside



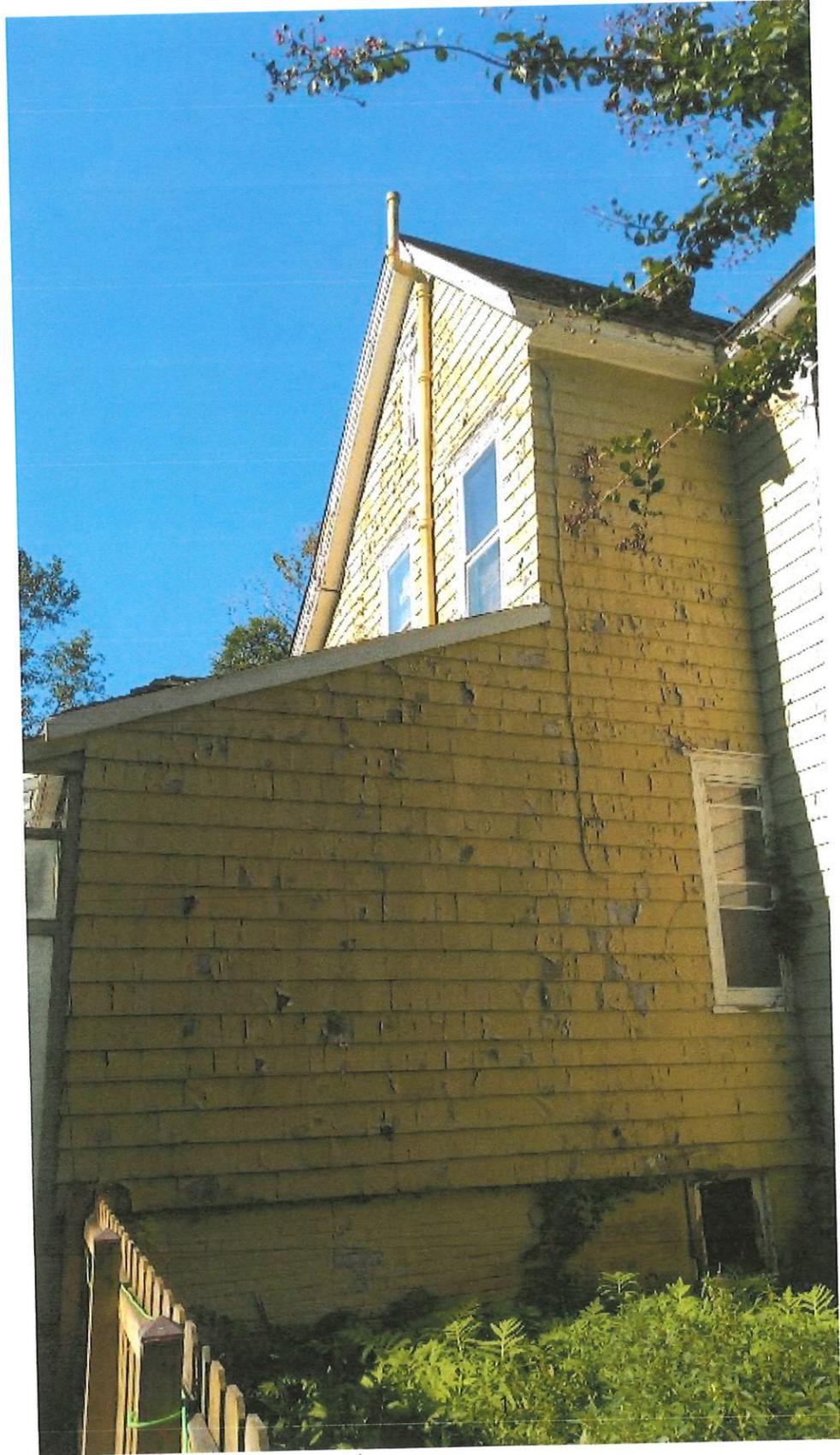
South Rear



Southside Entrance



North Rear



Northside



Across Street House



Across Street House



South side house





**LEFT SIDE ELEVATION**  
SCALE 1/4" = 1'-0"



**REAR ELEVATION**  
SCALE 1/4" = 1'-0"



**FRONT ELEVATION**  
SCALE 1/4" = 1'-0"



**RIGHT SIDE ELEVATION**  
SCALE 1/4" = 1'-0"

REVISION TABLE	NUMBER	DATE	REVISOR	DESCRIPTION

MIKE HAZARD CONSTRUCTION

**BENITO RESIDENCE**

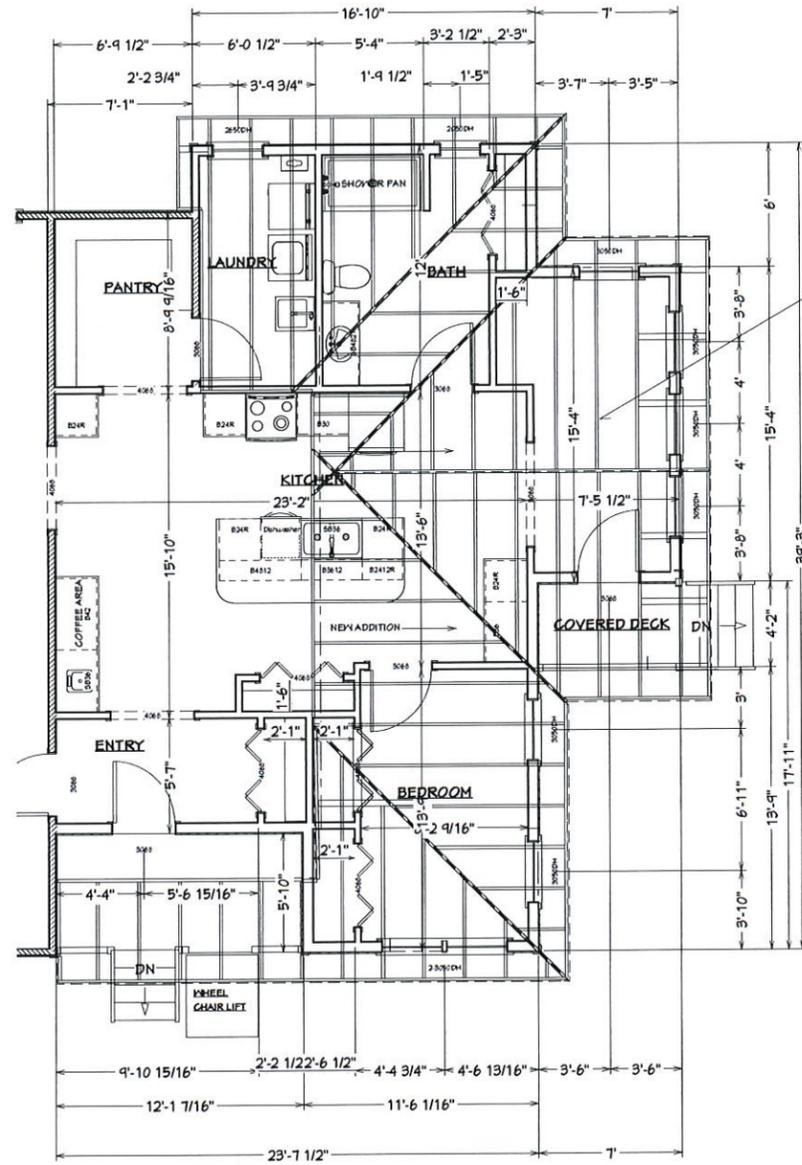
201 S. MAIN ST.  
BERLIN, MD 21811

DATE:

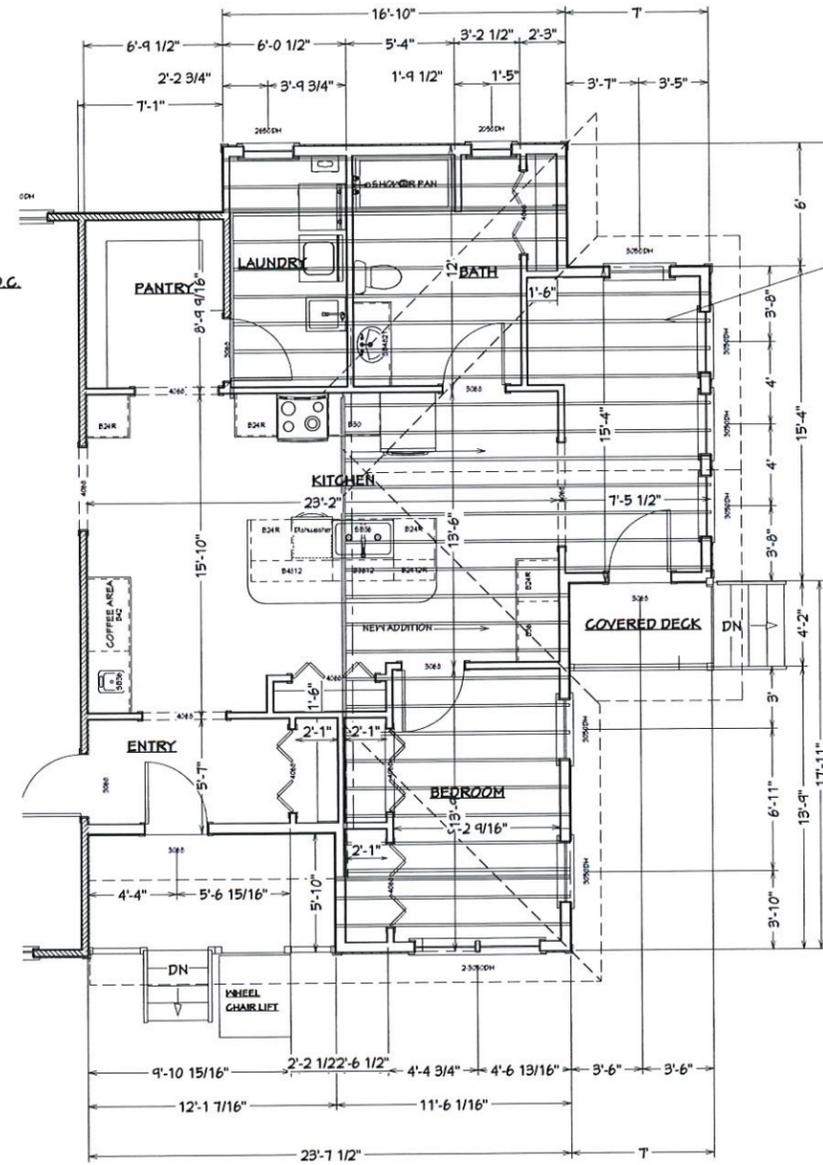
9/9/2020

SCALE:

SHEET:



FIRST FLOOR ROOF PLAN  
SCALE 1/4" = 1'-0"



FIRST FLOOR CEILING JOIST PLAN  
SCALE 1/4" = 1'-0"

REVISION TABLE			
NUMBER	DATE	REVISOR	DESCRIPTION

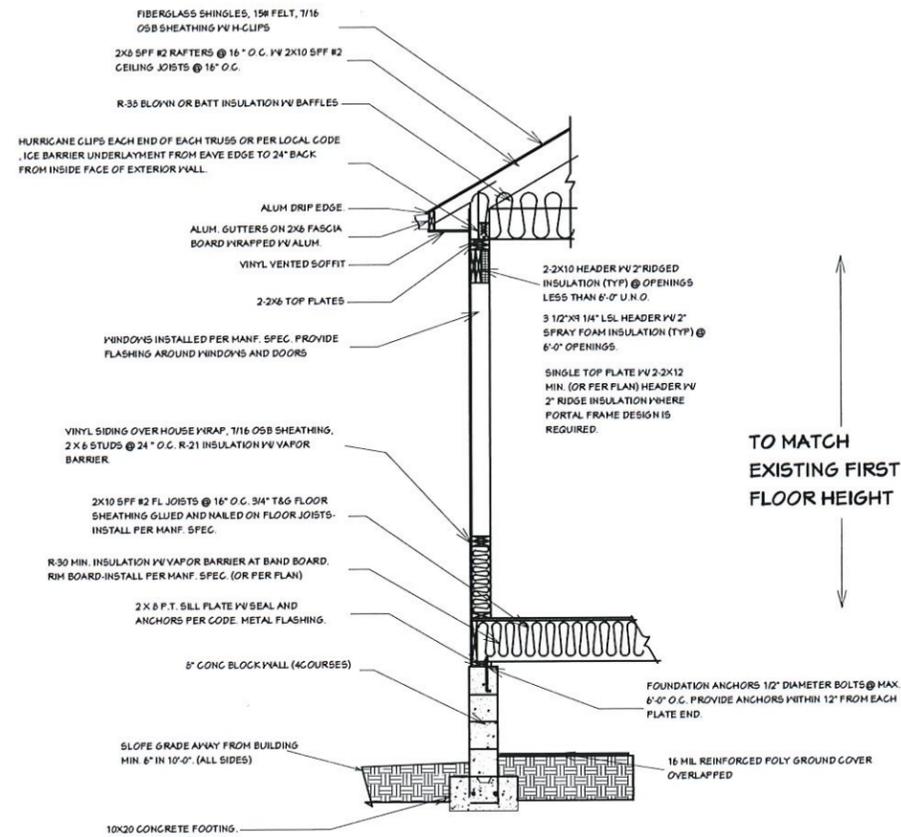
MIKE HAZARD CONSTRUCTION

**BENITO RESIDENCE**  
201 S. MAIN ST.  
BERLIN, MD 21811

DATE:  
9/9/2020

SCALE:

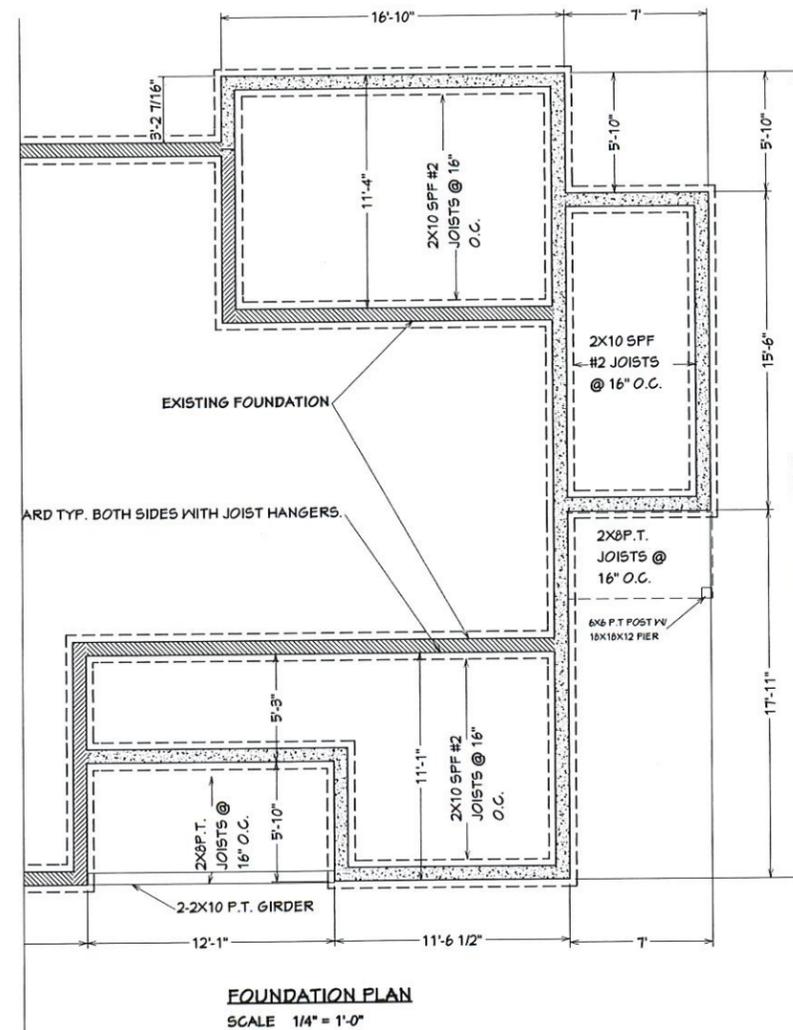
SHEET:



TO MATCH EXISTING FIRST FLOOR HEIGHT

**TYPICAL WALL SECTION**

SCALE 1/2" = 1'-0"



REVISION TABLE	
NUMBER	DATE

**MIKE HAZARD CONSTRUCTION**

**BENITO RESIDENCE**  
201 S. MAIN ST.  
BERLIN, MD 21811

DATE:  
9/9/2020

SCALE:

SHEET: