



Historic District Commission Meeting Agenda

Berlin Town Hall
10 William Street
Wednesday, August 5, 2020
5:30 PM

SPECIAL NOTICE: Until further notice public attendance at Town meetings is prohibited due to gathering-size restrictions. Meetings will be streamed live on Facebook during this time. Your patience and understanding as we work to meet the restrictions on gathering size, while still conducting Town business is truly appreciated.

- Written questions will be accepted until 12:00 PM/NOON on the day of the meeting. Submit to:
 - Email: dengelhart@berlinmd.gov; please use Meeting Questions as your subject
 - Fax to: 410-641-2316
 - Mail to: Berlin Planning Department, Attn: Meeting Questions, 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 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, 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

August 05, 2020– 5:30 PM

Berlin Town Hall – Council Chambers

1. Call to Order
2. Agenda Adoption
3. Approval of Minutes: July 1st, 2020
4. Requesting storage shed – 101 William Street
5. Signage – 17 Jefferson Street
6. Requesting 10x12 Art Studio – 202 South Main Street
7. Signage – 1 South Main Street
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
July 1st, 2020

The Historic District Commission meeting was called to order at 5:33PM. In attendance were Carol Rose, Mary Moore, Laura Stearns, Robert Poli and Norman Bunting. Staff present were Planning Director Dave Engelhart and Permit Coordinator Carolyn Duffy.

Chairman Carol Rose called for a motion to adopt the July 1st, 2020 agenda. Mr. Robert Poli made the motion to adopt the July 1st, 2020 agenda. Mr. Norman Bunting seconded the motion and it was unanimously accepted by the commission.

Chairman Carol Rose called for a motion to approve the June 23rd, 2020 minutes. Mr. Robert Poli made the motion to approve the minutes from the June 23rd, 2020 meeting. Mr. Norman Bunting seconded the motion and it was unanimously accepted by the commission.

Chairman Carol Rose stated this was a continuation of Case # 6-3-20-05 from last month's meeting. Chairman Carol Rose stated they had asked the applicants to do a little more to make this detached garage look like it belonged in the Historic District. She called Mr. & Mrs. Daniel Gauger to come forward. Mr. Robert Poli stated he had gone over to the garage on his way to the meeting. He said the windows looked dark because the building was empty. He told the commission that they had approved another house 103 South Main Street for black shutters. He stated and this is behind the house the shutters won't take away from the look. He stated the architectural design does not exist on this roof it will remain the way it is. He stated the overhang will not be shown on this architectural design. The divided light must be taken off. He stated if they put up the black shutters it would take away from the 2-inch border. He also liked the flower boxes and the chair. He suggested that the door match the shutters. Chairman Carol Rose commented on the overhang from the roof and reiterated this is not a house it's a garage. Chairman Carol Rose asked if they were putting an overhang over the door? Mr. Gauger stated there is an overhang over the door now. They have not got roofing materials yet.

Mrs. Mary Moore stated it bothers her that there is a lot of what ifs. She stated they could not see what the finish product would be. She also stated this is a street with nice older homes. She stated at one time it was a Hair Salon. Mr. Gauger stated when they brought it, it was a one-bedroom apartment. She stated she didn't like the black shutters, but they could be painted. She commented that people say they will do landscaping, but it doesn't always happen. She stated she thought it was very institutional and commercial looking. Mrs. Laura Stearns stated the only difference from last month is window boxes, a bench and some landscaping. Mrs. Stearns stated the problem she has with it is that it doesn't go with the house in front of it. The house in front is a Craftsman. She stated they have a 70's looking window and it doesn't flow with the house in front. She stated it should have a white window. She said she disagreed with Mr. Poli about the dark window. She reiterated that style window didn't go with a Craftsman style house. They are showing a roof overhang and there isn't one. Mrs. Stearns said the siding matches it looks like it could have been there in the 20's. Would prefer the overhang but it's a garage. The door you put in is a Craftsman style door the windows should be white with black shutters or dark green. Mrs.

Stearns stated they were very clear at the last meeting and the only change she can see is the addition of the window boxes and the shrubs.

Mr. Norman Bunting stated if you had known you were in the Historic District you would have come to them so they could have discussed this prior. Mrs. Gauger stated they didn't know this. Mrs. Mary Moore expressed that the Mayor had given them the task to be on the board and they are tasked with keeping Berlin charming. Mrs. Mary Moore stated that what Laura was saying is these little places can look like cottages. Mr. Gauger stated it did have a big green garage door on it. He stated they thought they were remodeling what was there and trying to beautify. Mr. Robert Poli stated they could prime and paint those windows and they would be maintenance free. He stated maybe every five to six years you would have to give it a coat of paint but you're making everyone happy.

Mr. Poli stated they can't vote on the color. Mrs. Stearns replied but we must consider the windows. Mrs. Moore that is the task they are asked to do. Mrs. Moore stated this must stop the realtors not telling buyers they are in the Historic District. Mrs. Stearns said the worst is they said you could rent it. Mr. Gauger stated it was rented. Mrs. Stearns told them when they decide on the brackets it will make a big difference. Craftsman styles are simpler. Mrs. Moore asked that they make it blend in. Mr. Poli stated paint the windows white. They looked at the lighting fixtures Mrs. Gauger had selected. Mrs. Stearns thought any of the lighting fixtures she had selected would be fine. Mrs. Stearns told them she has the same door on several houses they own and if you paint that trim around it would look better.

Chairman Carol Rose called for a motion. Mrs. Laura Stearns made the motion to approve Case # 6-3-20-05 if the windows were painted, they would accept. Mr. Norman Bunting seconded the motion and it was unanimously accepted by the commission.

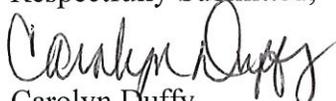
Chairman Carol Rose called Case # 7-1-20-10, 1 South main Street unit B requesting signage.

Chairman Carol Rose called Ms. Anna Dollie. Chairman Carol Rose asked the commission members were they okay with the signage. Everyone agreed that they liked the sign.

Chairman Carol Rose called for a motion to approve. Mr. Norman Bunting made the motion to approve Case # 7-1-20-10 for signage. Mr. Robert Poli seconded the motion and it was unanimously accepted by the commission.

Mrs. Mary Moore asked what re-course they would have on letting home buyers know they are in the Historic District. Chairman Carol Rose explained what happens at closings for settlement. She stated it's a one-page document. Mr. Engelhart stated it would be a text amendment. Mr. Engelhart said he could contact the Realtors Association. With no other comments the meeting was adjourned. Mr. Norman Bunting made the motion to adjourn. Mrs. Mary Moore seconded the motion. Adjourned 6:05PM.

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: 7/8/20 Subject Property Location: 101 Williams St Case #: 8-5-20-11
 Property Owner: HEIDI JOHNSON Owner Phone #: 410-430-0683
 Owner Address: 301 Bay Street Berlin, MD Owner Email: heidjohnson4@gmail.com
 Agent/Contractor: HEIDI JOHNSON Agent Phone#: Same as above

Work Involves: Alterations New Construction Addition Demolition Sign Other

DESCRIPTION OF WORK PROPOSED:

Outdoor Storage chest Black, exterior plastic, lockable
to store outdoor umbrellas. Resin

Size - 71" Height X 42" Wide X 21" Deep

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 8-5-20 5:30 pm (date).

Applicant Signature [Signature]

Date 7/7/20

APPROVED:

Historic District Commission Chair (Date)

Planning Director (Date)





HISTORIC DISTRICT COMMISSION APPLICATION

Date: 07/20/2020 Subject Property Location: 17 Jefferson St Case #: 8-5-20-12

Property Owner: Tenant - Nicole Brushmiller Owner Phone #: (443) 944-7856

Owner Address: 103 S Main St Owner Email: nbrushmiller@gmail.com

Agent/Contractor: _____ Agent Phone#: _____

Work Involves: Alterations New Construction Addition Demolition Sign Other

DESCRIPTION OF WORK PROPOSED:

Changing Sign

SAME SIGN AS CURRENT BUT
HAVE NEW NAME FOR OPERATION

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Applicant Signature _____ Date _____

APPROVED:

 Historic District Commission Chair (Date)

 Planning Director (Date)

LOST

Pantry

SPECIALTY MARKET & CAFE



Mayor & Council of Berlin

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HISTORIC DISTRICT COMMISSION APPLICATION

Date: July 12, 2020 Subject Property Location: 202 S Main St Case #: 8-5-20-13

Property Owner: Neil Winn/Heather Roades Owner Phone #: 443-397-2638

Owner Address: 202 S Main St. Owner Email: neil@roadeshouse.com

Agent/Contractor: _____ Agent Phone#: _____

Work Involves: Alterations New Construction Addition Demolition Sign Other

DESCRIPTION OF WORK PROPOSED:

Construction of Art Studio to support the local Berlin business - Natural Histories (natural-histories.com/about). Art studio will be built as a 10' x 12' lean-to style shed within the boundary of the current privacy fence. Shed will have wood siding

DOCUMENTS REQUIRED TO BE FILED WITH APPLICATION

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Applicant Signature _____ Date _____

APPROVED:

Historic District Commission Chair (Date)

Planning Director (Date)

202 S Main St

Art Studio Construction

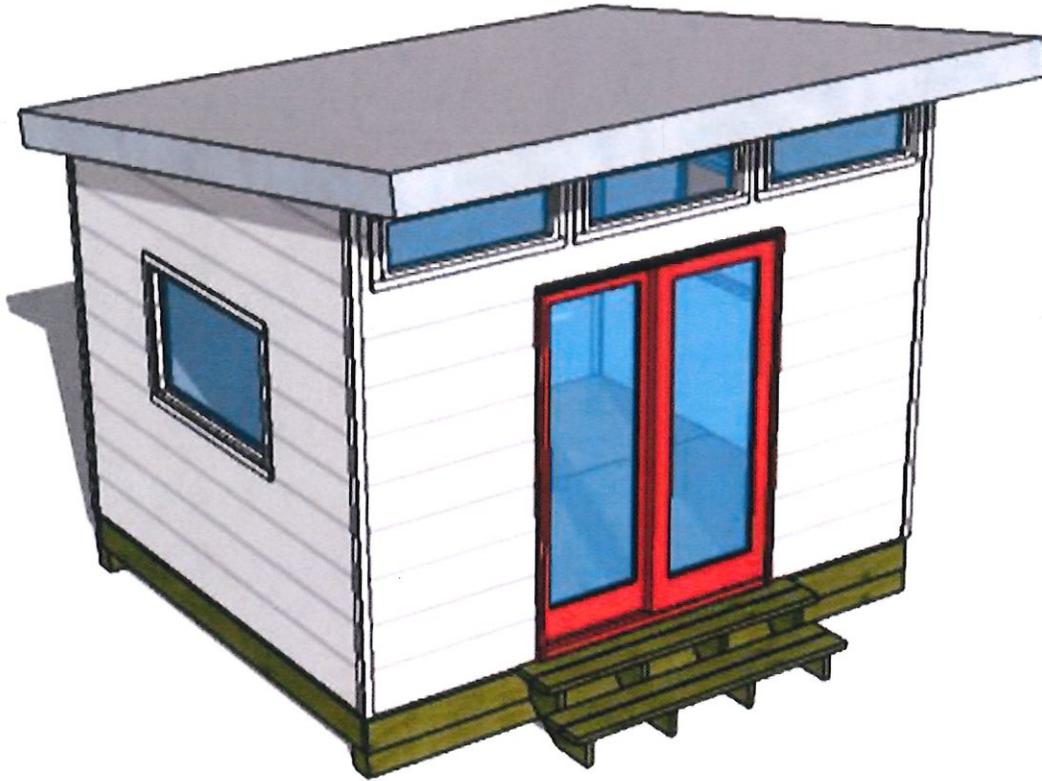
Neil Winn and Heather Roades
July 2020



Current Vacant Space

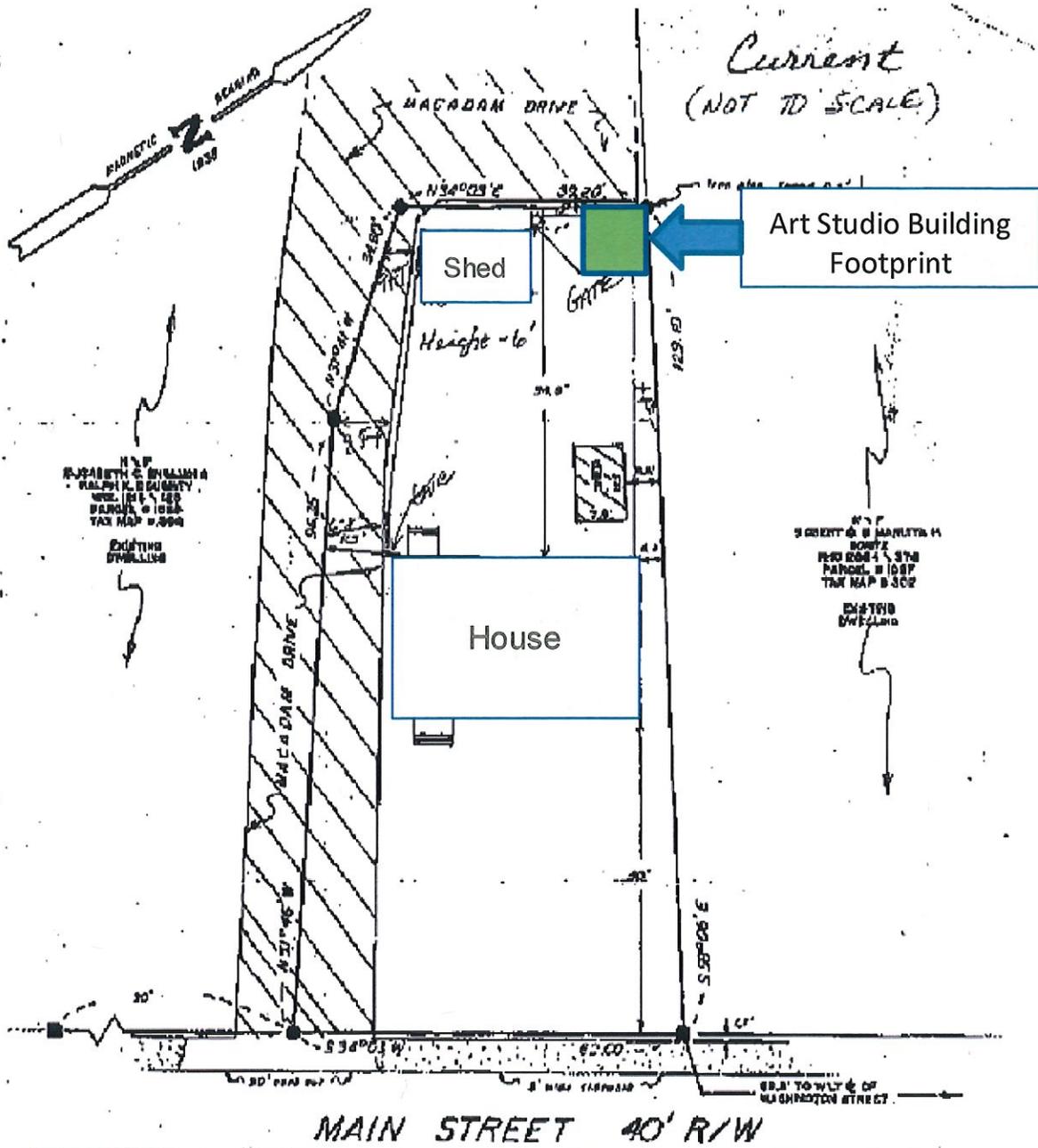


Proposed Art Studio



Build Your Own Backyard Shed!  iCreatables.com

- 10' x 12'
- Wood Siding
- Lean-to Style
- Building footprint will sit within current fence footprint
- Studio will support the work of the local Berlin business - Natural Histories
- natural-histories.com



RECORD REFERENCE:

PW 1721 \ 595
 PARCEL # 1088
 TAX MAP # 302

TOTAL AREA OF SURVEY = 5,325 sq. ft.

L. E. Bunting 12/23/97
 L. E. BUNTING, JR. DATE

Verify the location survey shown herein to be an accurate front-to-back survey, and there are no encroachments across the property lines other than those shown.



ADDRESS:
 # 202 SOUTH MAIN STREET
 BERLIN, MARYLAND

- DENOTES CONCRETE MONUMENT, FOUND
- DENOTES IRON PIPE, FOUND

L. E. Bunting Surveys, Inc.
 MARYLAND & VIRGINIA
 LEAD SURVEYING
 24 BROAD STREET
 BERLIN, MARYLAND 21811
 410-641-3313

REF. PLAT "Plot of Western
 Part of Elizabeth
 S. Kemp Lot."
 BY, W.D. MARY 10/11/82

LOCATION SURVEY
 SHOWING PROPERTY OF
VIRGINIA B. KNOWLES
 MAIN STREET, BERLIN
 THIRD ELECTION DISTRICT
 WORCESTER COUNTY, MARYLAND
 SCALE: 1" = 30' DATE: 12/23/97
 JOB NO. 5903/87



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HISTORIC DISTRICT COMMISSION APPLICATION

Date: 7-17-2020 Subject Property Location: 15 Main Street Case #: 8-5-20-14

Property Owner: N. Main Street, LLC Owner Phone #: 301-906-2907

Owner Address: 10 N. Main St. Berlin Owner Email: whomikeg@yahoo.com

Agent/Contractor: Brenda Malone Life Simple Pleasures Agent Phone#: 410-726-8471

Work Involves: Alterations New Construction Addition Demolition Sign Other

DESCRIPTION OF WORK PROPOSED:	1. Install New Iron Sign Bracket (matches dusty lamb)
2. move approved sign from 10 S Main to 1 S Main	(Attachment A)
3. update existing sign above door of 1 S Main	(Attachment B)
4. move approved wooden sign from 15 Gay St to 1 S Main North side of building	(Attachment B)

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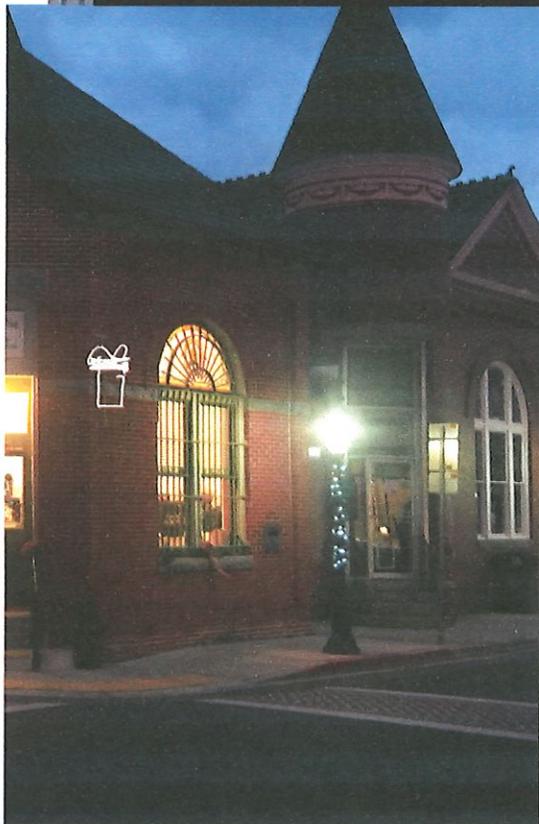
Applicant Signature: [Signature] Date: 7-17-2020

APPROVED:

Historic District Commission Chair (Date)

Planning Director (Date)

ATTACHMENT A



Bracket and sign to be hung consistent height with Dolle's and Dusty Lamb. Matching brackets

ATTACHMENT B



72"x40" existing sign
Goose Neck Light
above

Modify existing sign
above door

