



Historic District Commission Meeting Agenda

Berlin Town Hall
10 William Street
Wednesday, September 2, 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

September 02, 2020 – 5:30 PM

Berlin Town Hall – Council Chambers



1. Call to Order
2. Agenda Adoption
3. Approval of Minutes: August 5, 2020
4. 16 South Main Street - Signage
5. 509 South Main Street – Requesting Utility Shed
6. Comments from the Public
7. Comments from Staff
8. Comments from the Commissioners
9. Comments from the Chairman
10. 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
August 5th, 2020

Chairman Carol Rose called the Historic District Commission Meeting to order at 5:30PM. Members present were Carol Rose, Mary Moore, Robert Poli, Laura Stearns and Norman Bunting. Staff present was Planning Director Dave Engelhart. Absent was Permit Coordinator Carolyn Duffy.

Chairman Carol Rose called for a motion to adopt the August 5th, 2020 agenda. Mrs. Laura Stearns made the motion to adopt the agenda. Mr. Norman Bunting seconded the motion. It was unanimously accepted by the commission. Chairman Carol Rose made one correction to the minutes she wanted it to state that Salisbury used a one-page protocol for Historic District there. Chairman Carol Rose made a motion to approve the July 1st, 2020 minutes if there were no more corrections. Mr. Norman Bunting made the motion to approve the July 1st, 2020 minutes. Mrs. Mary Moore seconded the motion.

Chairman Carol Rose called the first Case 8-5-20-11 Mrs. Hedi Johnson 101 William Street. Mrs. Johnson was not present yet. Chairman Carol Rose moved on to the next case. She called Case # 8-5-20-12 Nicole Brushmiller 17 Jefferson Street for signage. Matt Burrier standing in for the Brushmiller's. He stated they were changing the café. They would sell breakfast food items to go. Turning more to the go foods due to Covid-19. He stated there was a need for groceries so you would not have to go to Food Lion. Its more of a specialty market thing you won't find in Food Lion, fresh vegetables, pasta styles some in which he had never heard of. He stated just adding a little more market stuff. Chairman Carol Rose stated she thought it was very needed. Chairman Carol Rose told the members they would be using the same sign that is there using their new logo. Chairman Carol Rose called for a motion to approve Case # 8-5-20-12 for the signage. Mrs. Laura Stearns made the motion to approve Case # 8-5-20-12. Mr. Robert Poli seconded the motion.

Chairman Carol Rose called Mrs. Hedi Johnson Case # 8-5-20-11. Chairman Carol Rose asked Mrs. Johnson where she was going to place the shed. Mrs. Johnson stated she would prefer to place the shed where the tables are next to the building. She stated she would like to be able to place her umbrellas in there at the end of the day because right now they are taking them in and out of the building. Chairman Carol Rose asked the members if they had any questions. None had an issue with the location Mrs. Johnson was requesting. Chairman Carol Rose called for a motion to approve Case # 8-5-20-11. Mr. Robert Poli made the motion to approve Case # 8-5-20-11. Mrs. Mary Moore seconded the motion and it was unanimously accepted by the commission.

Chairman Carol Rose called Case # 8-5-20-13, 202 South Main Street Mr. Winn & Roads. They were not present at the meeting. Chairman Carol Rose called Case# 8-5-20-14 for Life's Simple Pleasures Mrs. Brenda Malone Chairman Carol Rose asked if she was going into PNC's location where Little Bit Sheepish was located. She replied yes. Chairman Rose asked if she had moved in yet. She replied yes but not set up yet. All the members liked the signage. Chairman Carol Rose called for a motion for Case # 8-5-20-14. Mr. Norman Bunting made the motion to

approve. Mrs. Laura Stearns seconded the motion. Chairman Carol Rose called for a motion to continue Case # 8-5-20-13 to the September meeting. Mr. Robert Poli made the motion to move Case # 8-5-20-13 to next month's meeting in September due to the applicants not being there. Mr. Norman Bunting second the motion.

Mrs. Mary Moore asked Chairman Rose was she going to continue with getting something together for the Historic District Commission. Planning Director Stated it would be a Text Amendment. Chairman stated she would type it up. Town Administrator Jeff Fleetwood stated he would see what they could do to help. Planning Director Dave Engelhart stated people don't always read what is put in front of them. He also stated the information was on the paperwork. Discussion continued.

Chairman Carol Rose called for a motion to adjourn. Mr. Robert Poli made the motion to adjourn.

Respectfully Submitted,

A handwritten signature in blue ink that reads "David H. Engelhart". The signature is written in a cursive style and includes a long horizontal flourish extending to the right.

Dave Engelhart



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: 7/28 Subject Property Location: 16 S. MAIN #E Case #: 9-2-20-15

Property Owner _____ Owner Phone # _____

Owner Address _____ Owner Email: _____

Agent/Contractor: DANA HELMUTH / SUN SIGNS Agent Phone# DAVE LANE 443 614 3217

Work Involves: Alterations New Construction Addition Demolition Sign Other

DESCRIPTION OF WORK PROPOSED:

CHANGE GRAPHICS OF EXISTING 'CLEARLIGHT STUDIO' SIGN TO 'HARVEST GUITARS' AND A-FRAME SIDEWALK SIGN
DANAHELMUTH@GMAIL.COM
443 614 2256

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 9-2-2020 5:30PM (date).

Applicant Signature [Signature] Date 7/28/20

APPROVED:

Historic District Commission Chair (Date)

Planning Director (Date)



Harvest

**GUITAR
SHOP**



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HISTORIC DISTRICT COMMISSION APPLICATION

Date: 8/20/20 Subject Property Location: 509 S. MAIN STREET Case #: 9-2-20-16

Property Owner MATT & CATHERINE POWELL Owner Phone # 443.614.9146

Owner Address " Owner Email: mjp12585@gmail.com

Agent/Contractor: _____ Agent Phone# _____

Work Involves: Alterations New Construction Addition Demolition Sign Other

DESCRIPTION OF WORK PROPOSED:

<u>PLACEMENT OF TEMPORARY 12' X 16' UTILITY SHED</u>

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.

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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 9/2/20 (date).

Applicant Signature _____ Date 8/20/20

APPROVED:

Historic District Commission Chair (Date)

Planning Director (Date)

STATE OF MARYLAND - WORCESTER COUNTY
 I, the undersigned, being a duly qualified and licensed surveyor, do hereby certify that the foregoing plat is a true and correct copy of the original plat as the same was filed in my office.

Notary, *Sandra E. Savage*
 My Commission expires *7-1-04*

SUBSCRIBER'S CERTIFICATE:
 I certify that this plat represents a survey made by me, that it is accurate to the best of my knowledge, that all monuments are correctly shown, and that all requirements of Chapter 44 of the Real Property Code and Section 3-103 of the Annotated Code of Maryland, and any other applicable laws have been complied with.

L. E. Bunting, Jr. P.E., S.V.
 Date *5/27/04*

APPROVER'S CERTIFICATE:
 As West Agent of the property, I approve of this subdivision and desire that it be recorded.

John D. Showell, IV
 Date *5-18-04*

Pamela A. Showell, IV
 Date *5-18-04*



SINDY M. & SIOBBIE D. SECOR
 PARCEL # 940
 TAX MAP # 302
 EXISTING ZONING

APPROVAL BY THE PLANNING AND ZONING COMMISSION:
 Not more than one principal building shall be permitted on any residential lot, and no such lot may ever be subdivided so as to create more than one residential lot. The subdivision shall conform to the applicable zoning regulations.

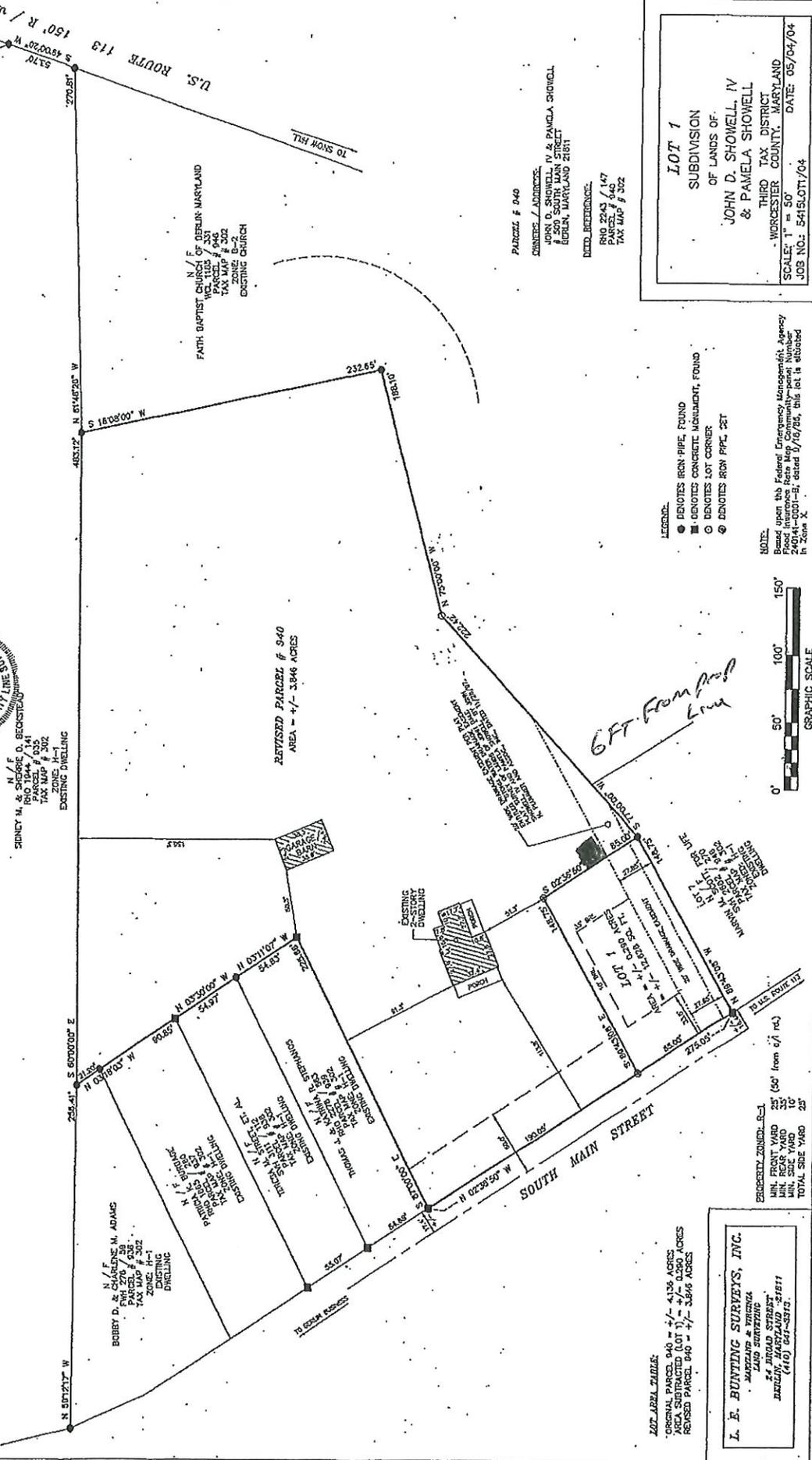
John D. Showell, IV
 Date *5-24-04*

WORCESTER COUNTY ENVIRONMENTAL PROGRAM:
 This subdivision shown hereon is approved as being in accordance with the Worcester County Comprehensive Water and Sewerage Plan providing for Central Water Supply and Central Sewerage.

Dulany/Ming R
 Date *5/25/04*



PLAT BY *L. E. BUNTING, JR.*
 ROAD & WATER DIST. (50000 & 2000) ADJ. 172

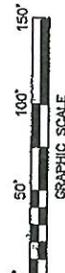


PARCEL # 940
 CONVEY / ADDRESS:
 JOHN D. SHOWELL, IV & PAMELA SHOWELL
 # 500 SOUTH MAIN STREET
 EBELIN, MARYLAND 21811

DEED REFERENCE:
 PNG 2243 / 147
 TAX MAP # 302

- LEGEND:
- DENOTES IRON PIPE, FOUND
 - DENOTES CONCRETE MICHUMENT, FOUND
 - DENOTES LOT CORNER
 - ⊙ DENOTES IRON PIPE SET

NOTE:
 Based upon the Federal Emergency Management Agency
 Flood Insurance Study, Report Number
 24014-0301-81, dated 10/10/83, this lot is situated
 in Zone X.



200' AREA TABLE:
 ORIGINAL PARCEL 940 = +/- 4.136 ACRES
 AREA SUBTRACTED (LOT 1) = +/- 0.890 ACRES
 REVISED PARCEL 940 = +/- 3.366 ACRES

L. E. BUNTING SURVEYS, INC.
 24 BRAD STREET
 EBELIN, MARYLAND - 21811
 (410) 667-8312

LOT 1
 SUBDIVISION
 OF LANDS OF
 JOHN D. SHOWELL, IV
 & PAMELA SHOWELL
 THIRD TAX DISTRICT
 WORCESTER COUNTY, MARYLAND
 SCALE: 1" = 30'
 JOB NO: 54151017/04 DATE: 05/04/04

