

Michael Gehr, chair, called the meeting to order at 4:31 p.m. on Thursday, November 12, 2020, in the Council Chamber, Second Floor, City Hall. A roster of the members of the commission and the technical posts they fill are on file and available upon request. Also present were commission members L. Allen, D. Carroll, C. George, and R. Powell. S. Bockmiller, Development Planner/Zoning Administrator and D. Calhoun, Secretary, were present on behalf of the Planning and Code Administration Department.

**Approval of Minutes:**

October 8, 2020 and October 22, 2020:

- MOTION:** (Powell/Allen) Move to approve (the minutes of October 8 and October 22).  
**DISCUSSION:** None.  
**ACTION:** APPROVED (Unanimous)

**CONSENT AGENDA**

**1036 The Terrace – Stephen Gabrielse – Roof Replacement, Case No. HDC 2020-38.**

No one was present to speak against the case; nor did any commission members have concerns.

- MOTION:** (Powell/George) Mr. Chairman, I have reviewed the materials submitted in Case HDC 2020-38 and its associated staff report and recommendations. I have viewed the property in question. The staff report recommends approval of this application as consistent with the applicable standards adopted by this commission, and no one has appeared at this hearing with concerns about, issues with, or objections to this application. Therefore, I move that this commission adopt the staff evaluation and recommendations in this case as its own and grant a Certificate of Appropriateness to the applicant for Case HDC 2020-38.  
**DISCUSSION:** None.  
**ACTION:** APPROVED (Unanimous)

**DESIGN REVIEW**

**151 South Potomac Street – Hub Bubbles, LLC/Ken Berry – Alteration,  
Case No. HDC 2020-37.**

Chip Alsip, Architect, representing Hub Bubbles at 151 South Potomac Street, was present on behalf of the owner.

Staff Report: This property is a B resource in the Downtown Local Historic District. The applicant is proposing the following alterations to this building:

- *New front door.* Replace undersized, functionally obsolete in-swinging doors with Fire Code-approved commercial door and sidelight consisting of tempered glass, out-swinging, panic bar (see HPG quote);
- *Work on the rear of the building.* Cover rear wall of building with Exterior Insulation and Finish Systems (EIFS), replace existing aluminum door (see HPG quote), surround exhaust vent elbow with black chain link security fencing, and replace overhead bottle glass with fixed lites (see HPG quote).
- *Louvers on the north side wall at the top of existing window openings.* Replace broken bottle glass with intact bottle glass using some of the glass removed to install metal air intake louvers; existing intake louvers to remain.
- Repair front storefront using glass and door described in the HPG quote.

The appropriate sections of the Design Guidelines have been included with the packet; however, the storefront has been changed over the years to the extent that it no longer has any architectural significance. Staff recommended approval, with the condition that the box signs on the side of the building be removed since they are zoning violations. Mr. Bockmiller stated that this building has been vacant for many years. The storefront itself is a complete replacement and there is no historic value to the storefront area. Regarding the proposed chain link fence, staff noted that the fence will not be visible from South Potomac Street. The purpose of the fence is to protect an exhaust fan. No signage is proposed at this time, but the applicant will be submitting an application for signs at later date. The only other comment staff had concerned an overgrown, broken up gravel area behind the building. If that area is going to be used for parking it will need to be paved. Anything larger than seven spaces will require a landscaping plan. HDC members indicated that it was not interested in reviewing the asphalt paving area in the back; staff was authorized by the commission to approve that administratively.

Applicant/Commission Discussion: Mr. Alsip stated that the owner's intention is to use the gravel area as is for now. Mr. Bockmiller stated that if the area will be used for parking it will need to be paved. Concerning the signage, the owner wants to keep the existing signage until he is ready to replace it once the laundromat is closer to opening. The plan is to replace the existing signage with LED signage similar to what was installed on the Maryland Theatre.

- MOTION:** (George/Powell) Mr. Chairman, I have inspected the project plans and the property in question, and if constructed in accordance with these plans, the project is compatible with the character of the district for the reasons that the architectural detailing and the general form and proportion, are generally in harmony with the Architectural Design Guidelines for the Residential Historic Districts and the character of the adjoining properties. Therefore, I move that the HDC grant a Certificate of Appropriateness to the applicant for Case No. HDC 2020-37.
- DISCUSSION:** Mr. George amended his motion to include that the materials are compatible as well. The seconder agreed to the amendment.
- ACTION:** APPROVED (Unanimous)

### **WORKSHOP**

None.

### **NEW BUSINESS**

- 1039 The Terrace – Variance Request for a Fence. The owner of the property at 1039 The Terrace has filed a variance to permit a six-foot tall black aluminum open fence in the front yard along West Irvin Avenue and coming off the front corner of the house rather than the rear corner. This property has a small backyard due to the location of the house and they would like to extend the fence toward West Irvin Avenue to give them more fenced area. The commission had no comments on this variance request to pass on to the Board of Zoning Appeals (BZA). The HDC will review the design of the fence. Ms. Allen asked if the BZA grants the variance if that creates a burden for the Historic District Commission. Mr. Bockmiller stated that each case is considered by the HDC on its own merits. The traditional front yard will look the same. Staff had no concerns about the proposal since the planned fence will be open construction and will resemble a wrought iron fence.
- New Administration. Staff reported that the new City administration will be sworn in before the next HDC meeting. Mr. Gehr noted that he attended the orientation session for the incoming Mayor and Council and noted that the HDC may have an ex officio member from the Council.

**OLD BUSINESS**

- Mr. Powell asked for updates on the fence at Forest Drive that was installed without HDC approval or permits. Mr. Bockmiller has referred this violation to the inspections staff and has not heard from the inspector.
- Mr. Powell reported that the fence at North Mulberry Street and East North Avenue still has no cap as required by the approval. Mr. Bockmiller stated that he will give them to the end of the year to install the cap before he pursues enforcement action.

**ANNOUNCEMENTS**

- Mr. Gehr reminded members that there will be only one meeting in November and December.
- Concerning the 2021 meeting schedule, Mr. Gehr stated that the meeting time should remain at 4:30 p.m. throughout the year.

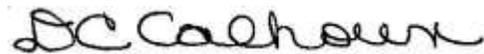
**ADJOURN**

It was moved and seconded that the meeting adjourn (5:00 p.m.).

12/10/2020

---

Approved



---

Debra C. Calhoun – Secretary