

This meeting was held remotely via Zoom and was broadcast to the public via the Planning and Code Administration Department's YouTube channel. All HDC members participated in the meeting off site. Michael Gehr, chair, called the meeting to order at 4:32 p.m. on Wednesday, January 20, 2021. This meeting was rescheduled from January 14, 2021, at which time a quorum could not be obtained. A roster of the members of the commission and the technical posts they fill are on file and available upon request. Also participating virtually were commission members L. Allen, Chris George, and R. Powell. S. Bockmiller, Development Planner/Zoning Administrator and D. Calhoun, Secretary, were present at City Hall on behalf of the Planning and Code Administration Department.

Approval of Minutes:

December 10, 2020:

MOTION: (Powell/George) I so move (to approve the minutes of December 10).
DISCUSSION: None.
ACTION: APPROVED (Unanimous)

CONSENT AGENDA

**33-35 West Washington Street – Washington County Board of County Commissioners –
Wireless Communications Equipment, Case No. HDC 2021-01.**

No one was present to speak against either of these cases; nor did any commission members have concerns.

MOTION: (Powell/Allen) Mr. Chairman, I have reviewed the materials submitted in Case HDC 2021-01 and its associated staff report and recommendations and 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 Certificates of Appropriateness to the applicant for Case No. HDC 2021-01.
DISCUSSION: None.
ACTION: APPROVED (Unanimous)

DESIGN REVIEW

148-152 West Washington Street – Hinkle Law, PLLC – Signage, Case No. HDC 2020-43.

David Hinkle, Esquire, of Hinkle Law, PLLC, 230 West King Street, Martinsburg, West Virginia, participated in the meeting via Zoom.

Staff Report: This building is an A Resource in the Downtown Local Historic District. The applicant is proposing to install two signs on the building. The sign facing West Washington Street will measure 11 x 34 inches the sign on the east facing wall; the sign near the entrance to the office will measure 12 x 20 inches. Both signs will be constructed of 3mm Alupalite® with a high-density corrugated polypropylene core and will be adhered to existing wood signs. Staff recommended against the application of a metal surface to the face of the existing wooden signs.

Applicant/Commission Discussion: Mr. Hinkle stated that his sign contractor recommended the Alupalite material. The metal will be less likely to deteriorate in the weather. The renderings show a stark difference because the existing wood signs need to be cleaned; but Mr. Hinkle did not believe the metal surface would be discernibly different than the wood.

Commission members had concerns about the proposed metal material, and particularly the possibility that the raw edges of the corrugated plastic core might be visible. A suggestion was made that a frame or piece of trim board be added to the edges to cover the exposed ends of the metal sign material. In addition the metal sign surface needs to cover the entire face of the existing sign. Mr. Hinkle pointed out that the corrugated material is very thin and probably would not be noticeable. There was also a concern by the commission about the number of signs on the building. Ms. Allen asked how many tenants are in the building and how many potential signs could be on this building. Staff noted that the proposed signage is existing; the applicant is not adding new signs

Mr. Gehr summarized the commission's discussion in that the Alupalite material would be acceptable as long as there is edge-to-edge coverage and that the raw edge of the sign be covered with trim board. Mr. Hinkle amended his application to add trim or moulding to cover up the exposed corrugated edge.

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 windows are generally in harmony with the Architectural Design Guidelines for the Residential Preservation Districts or Architectural Design Guidelines for the Downtown Historic District 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 2020-43.

DISCUSSION: Mr. Gehr clarified that the motion is on the amended application that would include the trim board. The motioner and the seconder were agreeable to Mr. Gehr's clarification.

ACTION: APPROVED (Unanimous)

WORKSHOP

None.

NEW BUSINESS

Washington County Historical Advisory Committee Request. Staff provided commission members with a copy of a memo from the Washington County Historical Advisory Committee (WCHAC) which included a draft presentation to the Washington County Board of County Commissioners on a demolition policy. The WCHAC requested comments on the proposed policy changes for demolition permits for historic structures.

Staff advised making no comment; however, commission members chose to support Ms. Allen's request to back the WCHAC's position on demolition of historic structures; however, she believed the time frame for study was not long enough and recommended that the evaluation period be extended. Ninety days does not seem to be long enough. Mr. Gehr added that Hagerstown is facing similar issues with properties in the city. He asked if language like this could be built into the City's policies and if it is not, it should be added when the commission gets around to updating its documents.

MOTION: (Allen/George) I would make a motion to support what they are proposing, adding that the time frame might be longer.

DISCUSSION: None.

ACTION: APPROVED (Unanimous)

Mr. Bockmiller will draft a letter and send it out for the commission's review.

Election of Officers.

MOTION: (Allen/Powell) I would move that Mr. Gehr continue his role as chair.

DISCUSSION: None.

ACTION: APPROVED (Unanimous)

Concerning the vacant vice chair position, Chris George nominated Leslie Allen to fill that position. Ms. Allen indicated she would consider it but wanted to wait until more commission members were present in case another member wanted to serve in that capacity. Nominations for vice chair will be considered at the next meeting.

OLD BUSINESS

- Bob Powell reported that the property at corner East North Avenue and North Mulberry Street still has not installed the cap board on top of the fence that the commission required as part of the approval.

ANNOUNCEMENTS

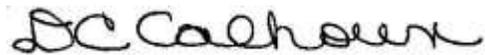
- Concerning 110-116 North Potomac Street, Ms. Allen stated that the owner received funding from the Maryland Historical Trust to rehabilitate the carriage house to the rear of the property. She recalled that several years ago the HDC approved a demolition permit for the carriage house. Mr. Bockmiller concurred and noted that it was mandated that the frame portion of the carriage house must remain if the owners want the funding.
- Mr. Gehr notified commission members that he could be late for the January 28 meeting. He has a meeting in Frederick that afternoon. He anticipates being back in Hagerstown in time for the meeting, but he may be a few minutes late.

ADJOURN

It was moved and seconded that the meeting adjourn (5:13 p.m.).

2/11/2021

Approved



Debra C. Calhoun – Secretary