

This meeting was held remotely via Zoom and was broadcast to the public via the Planning and Code Administration Department's YouTube channel. Michael Gehr, chair, called the meeting to order at 4:32 p.m. on Wednesday, January 28, 2021. 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, D. Carroll, M. Chilton, C. 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:

January 20, 2021:

The minutes were not ready for approval.

CONSENT AGENDA

909 Hamilton Boulevard – Landmark Fence/Nick Enciu – Fence, Case No. HDC 2021-02.

1039 The Terrace – Conner Peterson – Fence, Case No. HDC 2021-05.

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 Cases HDC 2021-02 and HDC 2021-05 and their associated staff reports and recommendations and I have viewed the properties in question. The staff reports recommend approval of these applications 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 these applications. Therefore, I move that this commission adopt the staff evaluations and recommendations in these cases as its own and grant Certificates of Appropriateness to the applicants for Cases No. HDC 2021-02 and 2021-05.

DISCUSSION: None.

ACTION: APPROVED (Unanimous)

DESIGN REVIEW

25 Broadway – Mark Lipowsky – Replace Rear Fire Escape, Case No. HDC 2021-03.

Tim Rudolph, contractor, was present on behalf of the applicant via Zoom.

Staff Report: This building is a B resource in the Potomac-Broadway Local Historic District. The applicant is proposing to replace the existing, rotted wood fire escape on the back of the building with a new pressure-treated wood fire escape. The replacement will mostly be in-kind with the exception of the use of pickets instead of horizontal rails on the stairway. The drawing shows the pickets on the outside of the railing. The existing fire escape is currently condemned. Staff recommended approval of the application, contingent upon the tops and bottoms of the pickets being concealed with trim boards; and that the wood be painted or stained once the wood has seasoned.

Applicant/Commission Discussion: Mr. Rudolph asked what staff meant by the condition that “the tops and bottoms of the pickets be concealed with trim boards.” Mr. Bockmiller explained how to run the trim to mask the tops and bottoms (same widths top and bottom) to help the pickets mimic a traditional railing system. The commission had no questions of the applicant.

MOTION: (Powell/Allen) 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 2021-03.

DISCUSSION: Mr. Gehr wanted to make sure the motion was amended to include the amendment concerning the addition of the trim boards to cover the tops and bottoms of the pickets. Both Mr. Powell and Ms. Allen had no objections to the amendment to the motion to include the trim boards.

ACTION: APPROVED AS AMENDED (Unanimous)

4 West Washington Street – Melissa Handler/Helping Hands Health Services – Sign, Case No. HDC 2021-04.

Melissa Handler, applicant, and Carolyn Epps, were present via Zoom.

Staff Report: This building is an A resource in the Downtown Local Historic District. The applicant proposes to install an aluminum sign on a metal bracket either above the door at 4 West Washington Street or to the right of the second floor window directly above the door on the West

Washington Street side. The total square footage of the irregularly shaped sign will be eight square feet. Staff recommended approval of the application as long as eight feet of clearance is maintained between the bottom of the sign and the sidewalk and that the bracket be installed in the mortar joints to avoid damaging the brick.

Applicant/Commission Discussion: Ms. Handler had nothing to add to the staff's report. Ms. Allen commented that the sign should be located closer to the door clients would use to access the office on the third floor of the building. The applicants had no concerns about installing the sign next to the door on the West Washington Street side of the building. Ms. Allen asked about future businesses and signage on this building since there is another space on the second floor. Mr. Bockmiller noted that if a second tenant would take space in the building, staff would recommend the second floor tenant put a projecting sign on the other side of the door.

MOTION: (George/Carroll) 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. 2021-04.

DISCUSSION: Amended to place the sign next to the door.

ACTION: APPROVED (Unanimous)

WORKSHOP

None.

NEW BUSINESS

Upcoming City Park Projects – Rodney Tissue.

In recognition of the 100th anniversary of City Park, the Parks and Engineering Department is planning improvements to the Hager House, the Band Shell, Mansion House, the fence along Virginia Avenue, and the addition of restrooms near the train hub and “up lights” and holiday displays.

- Hager House Improvements include replacing the upper west window and shutters; repainting and repairing the remaining shutters; repointing the entire western gable with historically accurate mortar; replacing the porch floor with mahogany tongue/groove flooring and replacement of two porch posts.

- Band Shell. Rotted woodwork will be replaced and painted; windows will be repaired; stage floor will be rebuilt.
- Elevations were included in the packet for the new restroom facility near the train hub. Will mimic the pavilion that was built last year; will resemble a train station.
- Mansion House repairs include repainting the porch; reconstructing the railing and front steps; and repairing the rear wall.
- The hedge along Virginia Avenue will be replaced with a black metal ornamental fence (details included in the meeting file).
- The City is currently installing up lights in several trees. The lights can produce different colors and the plan is to use these lights throughout the year. At Christmas, in addition to the lights on the lake, the silhouettes will be moved to along the streets to create a drive-through experience. Dynamic lights will remain on the water.
- Installing play equipment, landscaping improvements, and adding over 250 trees in City Park.

Mr. Powell asked if City personnel would be doing the work proposed in the park. Mr. Tissue said yes, however, some of the restoration work on the Hager House will be done by professionals. City staff will be used where possible. Ms. Allen asked about the timing on the Hager House work. Mr. Tissue stated that funding must be in place first for the estimated \$60,000 to \$80,000 worth of repairs. Assuming the work is funded, he would like to begin this summer.

Mr. Gehr asked Mr. Tissue for an update on the Pangborn Park improvements. Mr. Tissue stated that the Pangborn Park improvements are on hold for the winter. The lake dredging is complete; the stream restoration work was started right before shut down. They will be replanting more desirable trees and much remains to be done on the stone wall masonry work. Landscaping and sidewalk improvements will be included and the lighting will be replaced. Mr. Tissue was hoping the improvements will be completed by June or July. He added that the lake in Pangborn Park was named after Lew Metzner for his years of service on the Parks Board.

Forsythe Property on Mill Street.

Mr. Powell noted that these buildings are in bad shape. Mr. Bockmiller stated that the properties were sold about a year ago. The new owner is still deciding what to do with for the buildings. There is no intention to demolish the circa 1795 stone mill. The lower 20th century addition, however, is in very bad condition.

OLD BUSINESS

Election of Officers. At the last meeting the commission tabled the election of a vice chair. At that time Ms. Allen was nominated but indicated she wanted to make sure members who were not present had an opportunity to put their hat in the ring. No one offered to serve as chair.

MOTION: (Powell/George) I move that we elect Leslie Allen as vice chair for the
HDC
DISCUSSION: None.
ACTION: APPROVED (Unanimous)

ANNOUNCEMENTS

None.

ADJOURN

It was moved and seconded that the meeting adjourn (5:11 p.m.).

3/11/2021

Approved



Debra C. Calhoun – Secretary