



City of Hagerstown, Maryland
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MINUTES - HAGERSTOWN HISTORIC DISTRICT COMMISSION

Date: May 26, 2022
Time: 4:30 p.m.
Location: City Council Chambers, Second Floor, City Hall, 1 East Franklin Street
Attendance:

Name	In-Person	Remote	Absent
Michael Gehr, Chairperson	X		
Leslie Allen, Vice Chairperson	X		
Robert Powell	X		
W. Douglas Carroll			X
Christopher George	X		
Matthew Chilton			X
Vacancy			
Staff and Ex-Officio Members:			
S. Bockmiller, Development Review Planner and Zoning Administrator	X		
A. Haught, Recording Secretary	X		

Preliminary Matters:

- Call to Order and Instructions from the Chair** - The Chairperson called the meeting to order at 4:34 p.m. Attendance of members and staff are reflected in the chart above. The Chair read the standard instructions to applicants regarding order of business into the record.
- Approval of Minutes** – By mutual agreement of the members, given the large volume of minutes to be reviewed, this item was moved to the end of the agenda, allowing case review to proceed.

Application Review:

- Consent Agenda** – None.
- Reviews** -

HDC-2022-22 – 36 North Potomac Street, Donna M. Jones, Applicant, for window lettering.

The staff report, which is in the meeting file, was presented by Mr. Bockmiller. The amount of window lettering seemed to exceed what is recommended by the Design Guidelines depending on how they are interpreted. The Applicant was present.

The Commission and Applicant discussed the issue and the Applicant agreed to shorten the red bar on the left window graphic to include just that area with the telephone number.

Action: (Powell/George): Mr. Chairman, I have reviewed the materials submitted in case number HDC 2022-22 and its associated staff report and recommendation and 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. We will ask that the applicant reduce the size of the telephone number and cropping it down to just outside the two and just outside the three, removing any extra lettering there, and graphics. We are also be an agreement that the text on the right side of the window outlining the services provided are okay on this application. Therefore, I move

that this Commission adopt the staff evaluation and recommendation in this case and grant a Certificate of Appropriateness to the Applicant for case number HDC 2022-22, as amended.

Staff noted that staff did not recommend approval in this case. Staff recommended neither approval nor denial. The motion was **approved** by a vote of 4-0.

3. **Consultations and Workshops:**

None.

4. **Historic District Commission Business:**

Minutes:

Mr. Gehr noted that Mr. Chilton was not present at the meeting of November 18, 2021. Other minor adjustments were noted to be corrected in several versions of the minutes.

Action:

(George/Allen) I move to **approve** the minutes of the meetings of October 14, 2021, November 18, 2021, December 9, 2021, January 13, 2022, January 27, 2022, May 12, 2022, as amended. Motion **passed** by a vote of 4-0.

(Allen/George) I move to **approve** the minutes of the meetings of October 28, 2021 and April 14, 2022 as amended. Motion **passed** by a vote of 4-0.

(Powell/George) I move to **approve** the minutes of the meetings of April 28, 2022, as amended. Motion **passed** by a vote of 4-0.

Adjournment:

There being no further business, the meeting was adjourned at 5:05 p.m.


for Amy Haught, Recording Secretary