



# CITY OF HAGERSTOWN, MARYLAND

**Planning & Code Administration Department**

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## HAGERSTOWN HISTORIC DISTRICT COMMISSION

### MINUTES

DATE: February 9, 2023 – 4:30 p.m.

LOCATION: Room 407, Fourth Floor, City Hall

#### Attendance –

Name	In-Person	Remote	Absent
<b>Appointed Voting Members</b>			
Michael Gehr, Chairperson	X		
Leslie Allen, Vice Chairperson	X		
Robert Powell	X		
W. Douglas Carroll	X		
Christopher George	X		
Glen Grant			X
Matthew Sherman	X		
<b>Staff and Ex-Officio Members</b>			
S. Bockmiller, Development Review Planner/Zoning Administrator	X		
M. Revilla, Recording Secretary	X		

#### Preliminary Matters -

Call to Order and Instructions from the Chair – Michael Gehr called the meeting to order at **4:37 p.m.** Attendance of members and staff are reflected in the chart above. The Chair read the standard public instructions regarding order of business into the record.

#### Approval of Minutes –

Revised minutes of January 12, 2023 as well as minutes of January 26, 2023- there was no discussion regarding the minutes.

#### Motion-

Ms. Allen made a motion to approve the minutes as presented. Mr. Powell seconded the motion. The motion passed by a vote of 6-0-0.

#### Consent Agenda –

HDC 2023-03 – 140 North Potomac Street; Teonce Conway- for Signage

HDC 2023-04 - 100 West Franklin Street, Andrea Jensen -for a fence

HDC 2023 05 – 16 East Washington Street, Jermaine Fontinelle, Signage.

**Motion-**

**Mr. Carroll** made the following motion: Mr. Chairman, I have reviewed the materials submitted in case number **HDC 2023-03 and HDC 2023-04 and HDC 2023-05** and their associated staff reports and recommendations. I have viewed the property in question, staff report recommends approval of this application and is consistent with the application standards adopted by this commission, and no one has appeared at this meeting with concerns about, issues with, or objections to this application.

Therefore I **move** that the commission **adopt** the staff evaluations and recommendations in this case as its own and **grant** a certificate of appropriateness to the applicant in case **number HDC 2023-03, HDC 2023-04** with the condition the chain-link be black coated - **HDC 2023-05** also be approved.

**Mr. Powell** seconded the motion. Staff recommended an amendment to the motion to state the condition that the chain-link fence be black coated for case HDC 2023-04. **Ms. Allen** made a motion to approve with the amendment. **Mr. Powell** seconded. The motion passed with a vote of 6-0-0.

Design Review-

**HDC 2023-06 - O'Sick Family Trust, 245 North Potomac Street site plan, Jamil Farrukh**

This property received approval for a local conversion overlay from the Mayor and City Council. The storefront, formerly occupied by Wertman Photography will be occupied by a convenience store. The site plan was approved by the Planning Commission yesterday on the condition that the front landscaping plans be approved by the Historic District Commission. One of the requirements of this process is for a site plan, even when site conditions will change little. The Planning Commission's approval came with instructions that if the applicant chose in the future to install low-level ornamental fencing to keep dogs and pedestrians out of the planting beds, no further revision of the site plan would be necessary, but the design and location would have to go through the normal Historic District Commission process.

They propose to remove an area of concrete under each of the two front commercial windows and install planting beds. Staff recommended approval subject to removal of unapproved fluorescent lighting fixtures.

**Motion-**

**Mr. Powell** made the following motion: Mr. Chairman, I have reviewed the materials submitted in case number **HDC 2023-06** and its associated staff report and recommendations. I have viewed the property in question, staff report recommends approval of this application and is

consistent with the application standards adopted by this commission, and no one has appeared at this meeting with concerns about, issues with, or objections to this application. Therefore I **move** that the commission adopt the staff evaluations and recommendations in this case as its own and **grant** a certificate of appropriateness to the applicant for the site case number **HDC 2023-06** with the condition the florescent lighting be removed .

Mr. Carroll seconded the motion. The voted passed by **6 -0-0**.

#### Workshops-

None.

#### New Business-

Mr. Powel mentioned the new sidewalks in the Potomac Broadway Historic District are not secured and the brick isn't matching the original brick. He also was concerned that the seed pods in the city park need to be cleaned up.

#### Old Business-

Design guidelines to be reviewed at a later time.

#### Announcements-

Election of officers was mentioned, adjusting Rules of Procedure to elect officers at the first meeting in January.

#### Motion-

Mr. Powell made a motion this be tabled, Ms. Allen seconded. The motion passed with a vote of 6-0-0.

#### Adjourn -

With no further discussion, the chair asked for a **motion** to adjourn. **Ms. Allen** made a **motion** to adjourn and **Mr. Powell** **seconded** the motion. By a vote of **6-0-0** the meeting adjourned at **5:10 p.m.**

  
Mary Revilla, Recording Secretary