



# CITY OF HAGERSTOWN, MARYLAND

**Planning & Code Administration Department**

One East Franklin Street • Hagerstown, MD 21740

E-mail: [planning@hagerstownmd.org](mailto:planning@hagerstownmd.org)

Telephone: 301-739-8577, ext. 138 • Website: [www.hagerstownmd.org](http://www.hagerstownmd.org)

## HAGERSTOWN HISTORIC DISTRICT COMMISSION

### MINUTES

DATE: July 27, 2023 – 4:30 p.m.

LOCATION: Room 407, City Hall Building

#### 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		
J. Wu, Planner			X
M. Revilla, Recording Secretary			X

#### Preliminary Matters -

##### Call to Order and Instructions from the Chair –

Michael Gehr called the meeting to order at 4:38 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 –

##### Minutes of May 25, 2023, and Minutes of July 13, 2023.

Mr. Powell made a motion to adopt the minutes of May 25th as presented with no changes. Mr. Grant seconded the motion. The motion passed with a vote of 5-0-0. Ms. Allen made a motion to approve the minutes of July 13<sup>th</sup>. Mr. Powell seconded. The motion passed by a vote of 5-0-0.

#### Consent Agenda –

##### HDC 2023-34 – 40 North Potomac Street – Teonce Conway

Mr. 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 at the basic woodwork and design will stay the same the new windows as proposed are consistent with the substitution materials in our Historic District Guidelines. Therefore, it is also in harmony with the architectural design guidelines for Residential Historic Districts and the character of the adjoining properties. Therefore, I move that the HDC grant a certificate of appropriateness to the applicant in case number HDC 2023-34." Mr. Sherman seconded the motion. The motion passed by a vote of 5-0-0.

### **Design Review-**

**HDC 2023-29** – 49 Jonathan Street – City Sprouts – Fence.

The applicant was not present for the meeting. Ms. Allen made a motion to table the case until the August 10, 2023, meeting. Mr. Sherman seconded. The motion passed with a vote of 5-0-0.

### **Workshops and New Business-**

None.

### **Old Business-**

**Draft Design Guidelines** - Collection of Design Guideline comments. No comments were collected by hand. Review will begin at the August 10 meeting and a meeting will be held even if there are no applications submitted for the meeting. If that is the case, the entire meeting will be dedicated to reviewing the design guidelines. Mr. Gehr said his were provided to Joanna Wu. Ms. Allen said she submitted hers online. Mr. Sherman stated he would be done today. Mr. Powell and Mr. Grant stated that they had no comments.

### **Announcements-**

**American Hall** – Mr. Bockmiller informed the Commission that he volunteered his services to the Grand Lodge of Prince Hall Masons to prepare a grant application to the Maryland Historical Trust to secure funds to restore historic American Hall (132 Bethel Street). He advised that a zoning overlay application will be applied for in the coming months, and since it involves preservation of a historic building, the HDC will be asked to review the application and provide recommendation to the Planning Commission and to the Mayor and Council on this matter.

### **Adjourn -**

With no further discussion, Mr. Powell made a motion to adjourn. Ms. Allen seconded the motion. The meeting adjourned at 5:00 P.M.



---

Mary Revilla, Recording Secretary