



City of Hagerstown, Maryland  
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## MINUTES - HAGERSTOWN HISTORIC DISTRICT COMMISSION

**Date:** July 28, 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
Vacant	-	-	-
Vacant	-	-	-
Staff and Ex-Officio Members:			
S. Bockmiller, Development Review Planner and Zoning Administrator	X		
Vacant, Recording Secretary	-	-	-

### Preliminary Matters:

- Call to Order and Instructions from the Chair** - The Chairperson called the meeting to order at 4:35 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** – None.

### Application Review:

- Consent Agenda** – The Commission agreed to the following case being approved on consent motion:  
 HDC 2022-35            4 South Potomac Street, WJH Property Maintenance, for replacing the vestibule paving in front of the commercial storefront door.  
 HDC 2022-37            218 North Potomac Street, The W House Foundation of Washington County, for reconfiguration of rear deck area.

**Action:** (Carroll/Powell): “Mr. Chairman, I have reviewed the materials submitted in Cases No. HDC 2022-35 and HDC 2022-37 and its 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 a Certificate of Appropriateness to the applicants for Cases No. HDC 2022-35 and HDC 2022-37.” There being no further discussion, the motion was **approved** by a vote of 4-0.

- Reviews** -

**HDC 2022-36 – 261-263 South Prospect Street, City of Hagerstown, for front porch alterations.**

The staff report, which is in the meeting file, was presented by Mr. Bockmiller. Tim Young and Rodney Tissue from the City's Engineering Department provided more information about the description of work.

**Action: (Powell/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 materials and the architectural detailing is generally in harmony with the Architectural Design Guidelines for the Residential Historic Districts 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-2022-36." There being no further discussion, the motion was approved by a vote of 4-0.

**HDC 2022-34 – 121 South Prospect Street, Audrey Griffith, for installation of a two-car parking pad in the front yard area.**

The staff report, which is in the meeting file, was presented by Mr. Bockmiller. The applicant, Audrey Griffith, was present to answer questions. Ms. Griffith explained to the Commission that her current parking situation is challenging and this application would improve it. Commissioners expressed concerns that this installation may create more challenges, however, understood the unique characteristics of this property.

**Action: (Powell/Carroll):** "Mr. Chairman, I have inspected the project plans and the property in question, and if constructed in accordance with these plans and addendums, the project is compatible with the character of the district. We need to consider the lack of access from the rear and sides of the property and consider the parking pads that pre-date the HDC. This is a unique situation we are granting because of the parking problems caused by the overflow from Summit Avenue. Everything is generally in harmony with the Architectural Design Guidelines for the Residential Historic Districts 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-2022-34." There was no further discussion, and the motion was **approved** by a vote of 4-0.

3. **Workshops** – None.

4. **New Business:**

Mr. Powell raised concerns about extensive cable connection installation on his property on Oak Hill Avenue.

5. **Old Business** – None.

6. **Announcements:**

Mary Revilla was hired as the new Administrative Coordinator and will act as the Recording Secretary for this body.

**Adjournment:**

(Carroll/Allen) There being no further business, the meeting was adjourned at 5:31 p.m.



Stephen R. Bockmiller, Acting Recording Secretary  
Approved on 9/14/2023