

HAGERSTOWN HISTORIC DISTRICT COMMISSION

September 22, 2022 – 4:30 p.m. – Council Chamber – Second Floor, City Hall

AGENDA

Please visit the City's website at www.hagerstownplanning.org for information about this meeting. Due to staffing and equipment issues, the Commission has ceased offering "Zoom" meeting options and broadcasting and archiving recordings on Youtube. Documents regarding cases and topics to be reviewed can be found at this link beginning at 11:00 a.m. on Monday, September 19, 2022. If you plan to attend the meeting, please arrive between 4:15 p.m. and 4:30 p.m. City Hall is closed to the public after 4:00 p.m. and staff is present at the front door from 4:15 until 4:35 to admit participants. After 4:35, the lobby is not staffed and those arriving late may not be able to gain access to the building.

Call to Order.

Introduction of New Commissioners

Glen Grant and Matthew Sherman

Approval of Minutes.

None.

Consent Agenda.

HDC 2022-42 – 69 West Franklin Avenue, Carla Thomas Applicant, for window signage.
HDC 2022-44- 138 West Washington Street, Donald Barnhart, for approval of window decals.
HDC 2022-45 – 69 West Franklin Street, Carmel Enterprises, LLC for storefront door enclosure.

Design Review.

HDC 2022-43- 31 South Prospect Street, Hagerstown Builders applicant, for approval of window replacement as well as removal of metal vents from the roof.

Workshops.

939 The Terrace, David McGinley, to discuss screening in a side porch
1002 Oak Hill Avenue, David McGinley, to discuss construction of an addition.

New Business.

None.

Old Business.

None.

Announcements.

Adjourn.

Next Meeting: October 13, 2022 – 4:30 p.m.

HAGERSTOWN HISTORIC DISTRICT COMMISSION PROJECT REPORT

Meeting Date: September 22, 2022
Applicant: Carla Thomas, Tenant
Property Location: 69 West Franklin Street

Application Number: HDC 2022-42

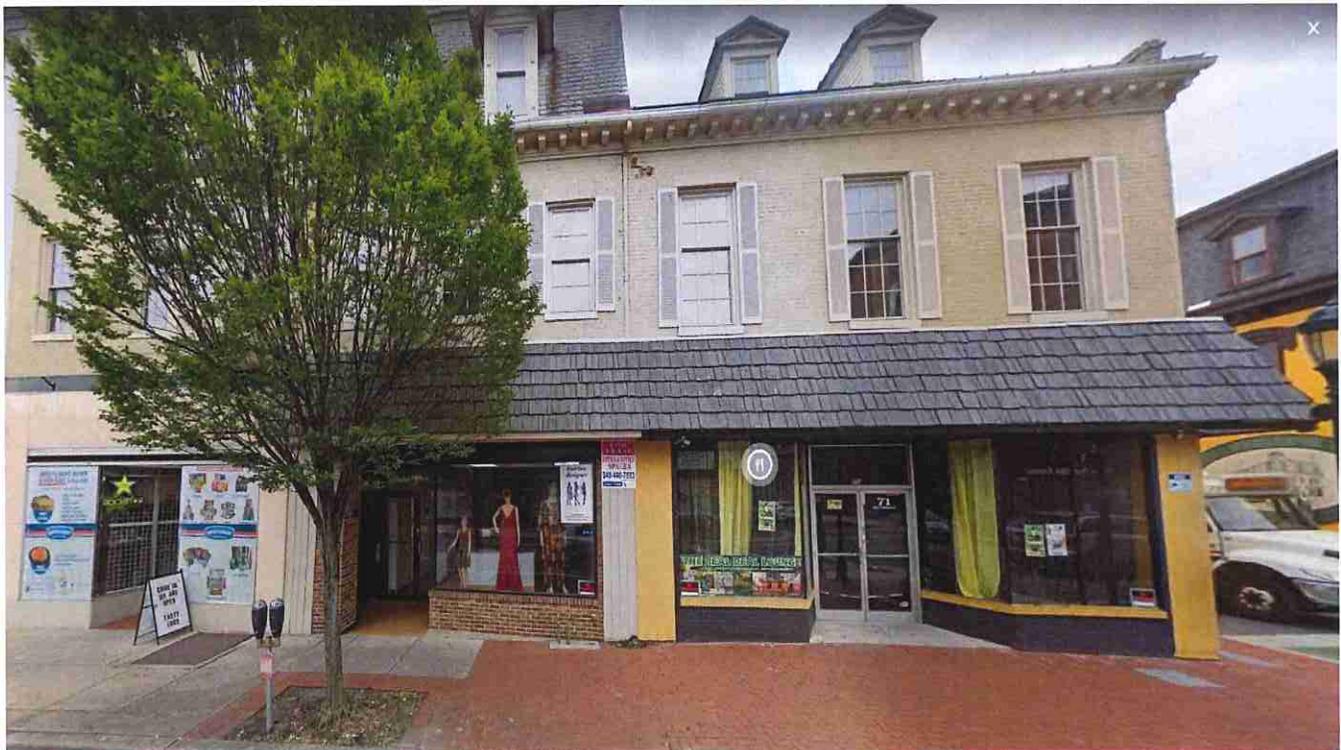
Authority

| | | | |
|---|--|--|-----------------------------------|
| X | Downtown Local Historic District | | Landmark (name) |
| | Potomac Broadway Local Historic District | | Hagerstown NRHP Historic District |
| | Oak Hill Local Historic District | | C-3 District Grant Application |
| | Prospect Street Local Historic District | | Other |

Resource Rating

| | | |
|---|----|---|
| | A | Significant building to the character of the historic district. May qualify for NRHP listing. |
| X | B | Building contributes to the character of the district, but is not likely to qualify for NRHP listing individually |
| | C | Building is non-contributing in its current condition, but has potential to contribute to the district |
| | D | Building is non-contributing, but may be eligible for inclusion on the NRHP |
| | E | Building is non-contributing, and is not eligible for inclusion on the NRHP. |
| | F | Contributing open space |
| | G | Non-contributing open space |
| | NA | Not applicable (district or site not rated) |
| | O | Other (explain) |

Photograph(s) of the Property:



Design Guidelines: Downtown, pages 37 to 41.

Description of Work and Plans: Applicant seeks approval of a 124”x37” window sign on the display window on the storefront. This will occupy about half of the window area, which is compliant with Ordinances. The colors would be teal, black and silver.

Recommendation: Approval.

**Secretary of the Interior’s Standards for Rehabilitation of Historic Structures:
(applicable standards checked)**

| | | |
|----|---|---|
| 1 | | A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment. |
| 2 | X | The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided. |
| 3 | X | Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken. |
| 4 | | Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved. |
| 5 | | Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved. |
| 6 | | Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence. |
| 7 | | Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible. |
| 8 | | Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken. |
| 9 | | New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment. |
| 10 | X | New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired. |

Note: To be eligible for Federal tax incentives, a rehabilitation project must meet all ten Standards.

20222720



CITY OF HAGERSTOWN, MARYLAND

Planning and Code Administration Department

HISTORIC DISTRICT COMMISSION DESIGN REVIEW APPLICATION

Case No. HDC - HDC-2022-42
Office Use Only

Date Accepted: 08-29-22

45-Day Time Limit Expires: _____

Submittal Requirements:

- Original application with original signature
- 1 copy of drawing, sized 11 x 17-inches or smaller (if larger, provide 12 copies)
- Manufacturer's literature for all materials being proposed and/or sample of materials proposed
- If constructing a new building or an addition to an existing building, provide a plot plan showing the extent of the improvements

Property Location/Address: 69 W. Franklin St Hagerstown MD 21746

Applicant's Name: Carla Thomas

Applicant is the: (please circle) Owner / Tenant / Contractor

Contact Person: Carla Thomas Email: carlathomas2018@icloud.com

Mailing Address: 69 W. Franklin St. Hagerstown MD 21740

Telephone: 240-217-6735 Fax: _____

Property Owner Name (if different from Applicant): Carmel Enterprises

Contact Person: _____ Email: shirley.yousef@icloud.com

Mailing Address: _____

Telephone: _____ Fax: _____

Description of Proposed Work (please include a detailed description including dimensions, materials, location on building, etc.) If necessary, please attach additional sheets.

What: ~~Sign~~ Decal Sign

Size: _____

Materials: Plastic

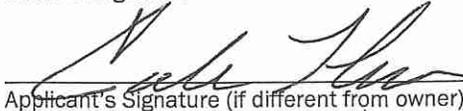
Location on the building or property: In Front Window

Certification

Failure to complete this application fully including the attachment of scaled construction plans and other supporting material as may be required by the Planning and Code Administration Department or the Historic District Commission and/or failure of the applicant or a representative to appear at the scheduled meeting will result in postponement of the application until the next regularly scheduled meeting. The application may be dismissed if there are two or more postponements. If an application is denied, the same application shall not be renewed within a period of one year after the denial. **If Applicant is different from Owner of the property, written authorization from the Owner shall be included with this application.**

Owner's Signature

Date



08-29-22

Applicant's Signature (if different from owner)

Date

Hagerstown Historic District Commission Action:

| | |
|--------------------------|--|
| <input type="checkbox"/> | Approval – Certificate of Appropriateness |
| <input type="checkbox"/> | Approval – Certificate of Hardship |
| <input type="checkbox"/> | Denial – Certificate of Appropriateness |
| <input type="checkbox"/> | Denial – Certificate of Hardship |

Historic District Commission Chair Signature

Date

Revisions:

Revision Approved / Denied:

Historic District Commission Chair Signature

Date

710 Oak Hill Avenue, Hagerstown, Maryland 21740-3834
 301-791-7400 • 800-296-3296 • FAX 301-733-4752
 www.copyquik.com



DATE 8/31/22

SOLD TO ESTIMATE
 -
 NEED
 HAGERSTOWN MD 21740

| QUANTITY | ITEMS | DESCRIPTION | SIZE | PRICE |
|--------------------------|-------|------------------------------------|----------|--------|
| 1 | 1 | LARGE WINDOW DECALS - CONTOUR CUT | N/A | 805.00 |
| 1 | 1 | WINDOW SEE-THRU FILM - FULL WINDOW | 124 x 74 | 965.00 |
| 1 | 1 | WINDOW SEE-THRU FILM - HALF WINDOW | 124 x 37 | 575.00 |
| includes art and install | | | | |
| | | | | |

Credit Account Terms: NET 10th month. 1½% service fee per month if past due. Copyquik Printing & Graphics LLC F.I.N. 52-2130562
 By acceptance of the goods and/or services described on this invoice, purchaser agrees to pay all costs and reasonable attorney's fees if this invoice is placed in the hands of any attorney for collection.

Account # **EST** Phone **(301)791-7400**
 Purchaser **CARLA THOMAS** Fax
 P. O. # Tax # Cust. Serv. **BRANDON**

RECEIVED BY _____ DATE RECEIVED _____

| | |
|----------------|----------------|
| SUBTOTAL | 2345.00 |
| SALES TAX | 140.70 |
| TOTAL | 2485.70 |
| PAYMENTS | 100.00 |
| BALANCE | 2385.70 |

Chapter 7. Signage



Signs are a very important characteristic of the Downtown District. They provide an announcement for business location and a design image for businesses. They also play a large role in the character of the streetscape. For this reason, it is important to follow the following regulations when considering a sign for your business in the Historic District.

A. General Guidelines

These basic guidelines help to define the materials, placement, lighting, and design of signage in the Downtown district.

Sign Material:

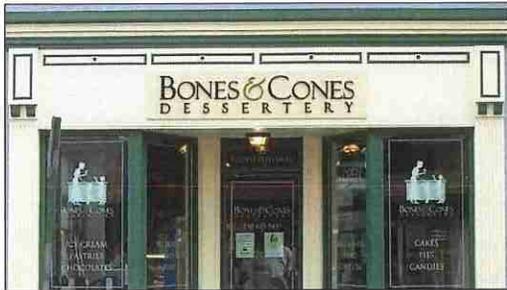
The most important concept to grasp when designing your sign is that signage material should be compatible with the materials of the façade. In general, painted wood or metal is the preferred background. In addition to this, the following should also be taken into consideration:

- Lettering may be painted, carved into the wood, or individually mounted.
- Plastic may be used if it is carefully designed and is fabricated with another finish.
- Signs should be made in a professional manner.



- Mass produced signs do not blend with the character of the historic district nor the overall streetscape, and as such, they are discouraged.
- National franchise signs should be compatible with the building and streetscape.
- Glossy backgrounds that reflect glare and reduce legibility should be avoided, unless the material is appropriate to the façade.

Sign Placement:



When deciding on the placement of your sign it is important to remember that all signs for storefront tenants and single-occupant buildings be located below the second floor of the building, while multiple-tenant buildings should locate a shared directory beside the entrance doorway. In addition, the following guidelines should also be considered:

- If there is historic precedent (during the architectural period of the building) for upper floor signage on the building, upper floor tenants may place signs above the first floor. These signs must meet these guidelines and follow those listed in the Zoning Ordinance.
- Signs should be suspended at a 90-degree angle or placed flat against the building in the signage area that is defined in the lines and panels detailed by the architecture.
- Signs should not obscure the existing architectural detail.
- Painted signs on storefront windows are allowed and do not require review by the Historic District Commission.
- The placement of a new sign should take into consideration any existing sign line in the streetscape.
- Signs may not project above the parapet wall or cornice of the building.
- Signs may not be placed on the roof of a building.



Sign Lighting:

Lighting of signs is an excellent way to show the artisanship of the sign as well as illuminate the place of business at night. Lighting also provides a very important effect along the streetscape. When considering the lighting of your sign, it is important to keep in mind the following guidelines:

- Indirect light should be used to illuminate signs.
- Incandescent, rather than florescent lighting should be used to achieve a truer color rendition. Gooseneck lamps are an appropriate and attractive lighting solution.
- Flashing or blinking lights are prohibited.



Sign Design and Size:

The overall design of your sign should reflect the architectural period of the building on which you are locating the sign. In addition, the following should be considered:

- Trademarks should cover no more than 25% of the sign face.
- The number of colors used should be limited to colors that complement the colors on the façade.
- Under the Zoning Ordinance, projecting signs in the Downtown D-MU district must be no larger than eight square feet. A vertical clearance of at least eight feet is required, and no portion of the sign can extend higher than 12 feet above the sidewalk or public thoroughfare.
- Freestanding signs should not exceed six feet in height.



B. Wall Signs



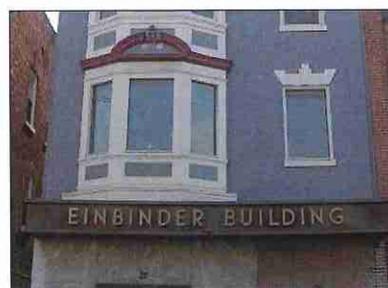
In addition to these general guidelines, wall signs on the front façade should be located directly above the storefront and not extended above the first floor. Signs on side façades may be placed on or above the first floor.

The sign should fit within the lines and panels of the storefront as defined by the building frame and architectural detailing. Signs should not obscure any detailing or building element and should be compatible with the architecture of the building.

For multi-tenant buildings, the preferred method of listing tenants is a single wallboard on the front of the building.

C. Historic Signs

Many older buildings still display the names of their original owners who were proud of their contributions to the community. These names are usually located on the upper part of buildings or above the doorways at the street level. Some are formed in sheet metal on fascias and cornices but most are incised in stone panels or molded in terra cotta relief. These should be preserved as part of the Downtown's history and character.



D. Awnings and Canopies

Awnings and canopies are traditional methods to advertise businesses. They also protect pedestrians from the weather and guard merchandise from the sun. They are part of the historic character of Downtown; however, when designing your awning, it is important to consider these guidelines:



awnings in color and style.

- Heavy canvas and vinyl material should be used for awnings. Plastic and aluminum are not recommended.
- Canopies should be constructed in materials and colors that blend with the building.
- Awnings can be retractable or built on permanent pipe frameworks.
- A clearance of eight feet above the sidewalk is required by the Building Code.
- The valance of the awning should be free to move and be between 10 and 12 inches high. The valance is the appropriate area for store identification.
- Awnings for upper story windows should extend at least half way down the windows and should complement the street level

E. Banners

Due to the atmosphere of the Downtown District, occasions may arise when property owners request banners for advertisement of events. Such events include but are not limited to grand openings, store closings, festivals, and recreational activities. The following guidelines should help lead banner design and location:

- Banners should be of a temporary nature, advertising events that would not require the banner to be in place for more than a span of two weeks unless the Commission has approved an alternate time arrangement.
- Design should be simple so as not to detract from the historic features of the building it hangs on. Solid backgrounds and single or two color fonts are recommended.
- Architecturally significant features/details should not serve as the mounting points for banners to avoid deteriorating or destroying the feature.
- Ideally, banners should be located above the ground floor. If this cannot be done, they must be eight feet above the public walkway in accordance with the Zoning Ordinance.

F. Neon Tube Signs

In the mid-twentieth century, neon tube signs (not fluorescent), usually designed in unique shapes, or used for wording, were used to advertise such businesses as restaurants and nightclubs. They were usually projecting signs. Such signs, typically, are not consistent with the late nineteenth and early twentieth century character of the Downtown area and as such, their use should be carefully considered by the Commission. For an entertainment or dining use, such a sign may not be out of place in the Arts & Entertainment District, particularly on a building of Art Deco design or on a non-contributing building that has a mid-twentieth century appearance. In such cases, the Commission may consider such signage on a limited case-by case basis if it determines that the design and use of such a sign would compliment the architecture of a specific building.

G. Interpretive Plaques

Plaques placed on historic buildings to identify their construction date and original use are encouraged. In order to streamline such requests, the Commission will adopt a standard design (size, material, color, font style) that can be used in the District without requiring Commission approval. Use of the approved design for historic plaques will help to unify and identify the district. Deviations from this standard are not prohibited, but a Certificate of Appropriateness from the Commission will be required. Interpretive panels for such programs as the National Road Historic Trail or the Heart of the Civil War Heritage Area require a Certificate of Appropriateness.

H. Applying for a Sign

When applying for a sign in the Downtown Historic District, the Historic District Commission will need the following information about the sign:

- Design of Sign: All dimensions, type of material, method of lighting, method of attachment.
- A scaled drawing showing the building façade to include the wall from the ground level to the roof line, storefront, doors, windows, and architectural detailing in the proposed signage location. The drawing should show the sign on the building. An actual-size mock up replica of the proposed sign may be submitted in place of the drawing.
- A sample of the finish material

Applications are available in the Hagerstown Planning Office.

HAGERSTOWN HISTORIC DISTRICT COMMISSION PROJECT REPORT

Hearing Date: September 22, 2022 **Application Number:** HDC-2022-44
Applicant: Donald Barnhart
Property Location or Address: 138 West Washington Street (Wareham Building)

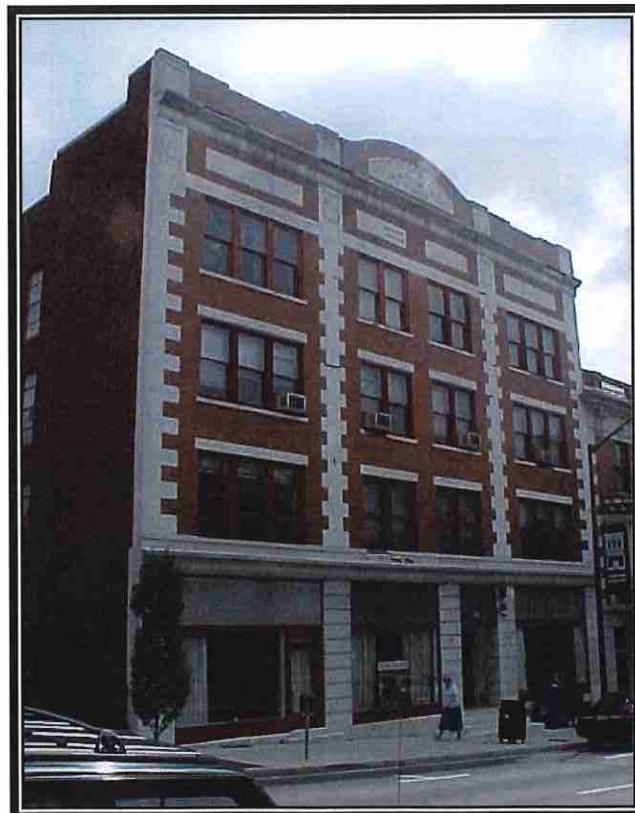
Authority

| | | | |
|---|--|--|-----------------------------------|
| X | Downtown Local Historic District | | Landmark (name) |
| | Potomac Broadway Local Historic District | | Hagerstown NRHP Historic District |
| | Oak Hill Local Historic District | | D-MU District Grant Application |
| | Prospect Street Local Historic District | | Other |

Resource Rating

| | | |
|---|----|---|
| | A | Significant building to the character of the historic district. May qualify for NRHP listing. |
| X | B | Building contributes to the character of the district, but is not likely to qualify for NRHP listing individually |
| | C | Building is non-contributing in its current condition, but has potential to contribute to the district |
| | D | Building is non-contributing, but may be eligible for inclusion on the NRHP |
| | E | Building is non-contributing, and is not eligible for inclusion on the NRHP. |
| | F | Contributing open space |
| | G | Non-contributing open space |
| | NA | Not applicable (district or site not rated) |
| | O | Other (explain) |

Photograph of the Property:



DESIGN GUIDELINES: Page(s) 37-41 (Downtown)

DESCRIPTION OF WORK AND PLANS: Applicant proposes to install window lettering for a retail business to occupy a storefront.

RECOMMENDATION: Approval.

Secretary of the Interior’s Standards for Rehabilitation of Historic Structures: (applicable standards checked)

| | | |
|----|---|---|
| 1 | | A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment. |
| 2 | | The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided. |
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| 4 | | Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved. |
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| 8 | | Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken. |
| 9 | X | New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment. |
| 10 | X | New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired. |

Note: To be eligible for Federal tax incentives, a rehabilitation project must meet all ten Standards.



CITY OF HAGERSTOWN, MARYLAND

Planning and Code Administration Department

HISTORIC DISTRICT COMMISSION DESIGN REVIEW APPLICATION

Case No. HDC - HDC-2022-44

Date Accepted: 9-14-22

Office Use Only
Munis# 20222846

45-Day Time Limit Expires: _____

Submittal Requirements:

- Original application with original signature
- 1 copy of drawing, sized 11 x 17-inches or smaller (if larger, provide 12 copies)
- Manufacturer's literature for all materials being proposed and/or sample of materials proposed
- If constructing a new building or an addition to an existing building, provide a plot plan showing the extent of the improvements

Property Location/Address: 138 W. WASHINGTON ST.

Applicant's Name: DONALD BARNHART

Applicant is the: (please circle) Owner / Tenant / Contractor

Contact Person: DONALD BARNHART Email: donaldbarnhart0325@gmail.com

Mailing Address: 138 W. WASHINGTON ST. SUITE 101

Telephone: 301-800-3668 Fax: N/A

Property Owner Name (if different from Applicant): _____

Contact Person: _____ Email: _____

Mailing Address: _____

Telephone: _____ Fax: _____

Description of Proposed Work (please include a detailed description including dimensions, materials, location on building, etc.) If necessary, please attach additional sheets.

What: WINDOW DECALS

Size: FULL DECAL 45" (x) 30" (W) THE WORD SPORTS 25" (L) x 6" (W) THE WORD SHOP 25" (L) x 6" (W)

Materials: VINYL

Location on the building or property: FRONT WINDOWS



Duck's Place
Sports Shop
134 W Washington Street
Columbia, SC 29201
Collectibles
Phone: 301-300-5668

SPORTS



OPEN

DUCK'S



PLACE



3-D REPLICAS FOR THE ULTIMATE FAN





Chapter 7. Signage



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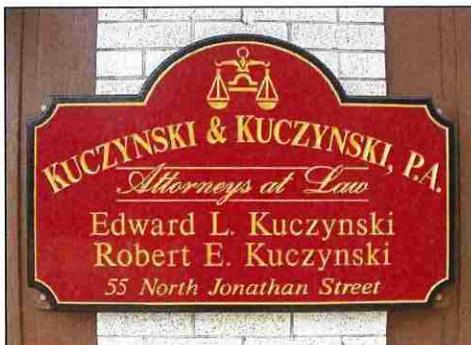
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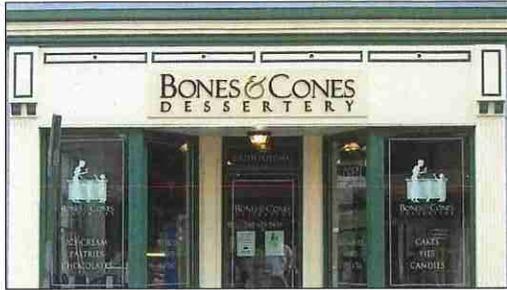


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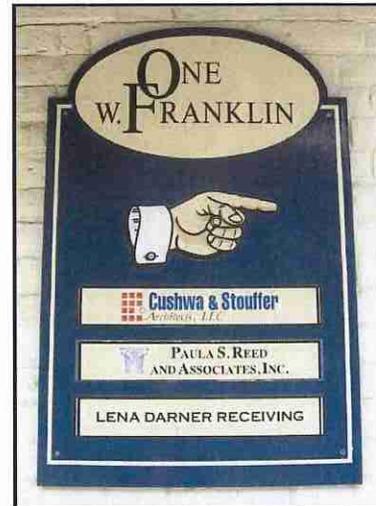
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Sign Placement:



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Sign Lighting:

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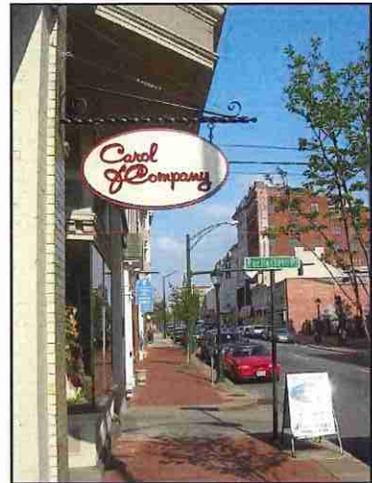
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- Freestanding signs should not exceed six feet in height.



B. Wall Signs



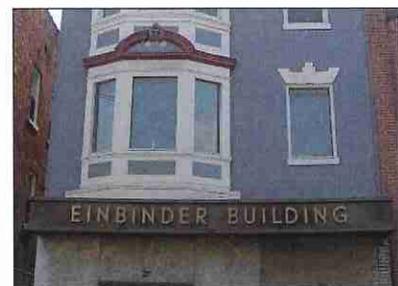
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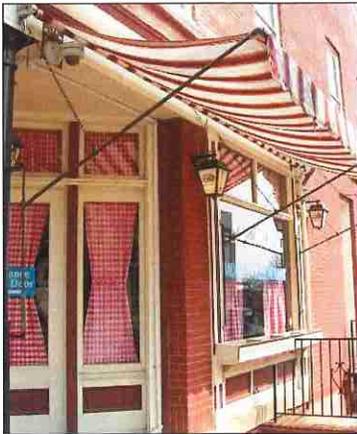
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D. Awnings and Canopies

Awnings and canopies are traditional methods to advertise businesses. They also protect pedestrians from the weather and guard merchandise from the sun. They are part of the historic character of Downtown; however, when designing your awning, it is important to consider these guidelines:



awnings in color and style.

- Heavy canvas and vinyl material should be used for awnings. Plastic and aluminum are not recommended.
- Canopies should be constructed in materials and colors that blend with the building.
- Awnings can be retractable or built on permanent pipe frameworks.
- A clearance of eight feet above the sidewalk is required by the Building Code.
- The valance of the awning should be free to move and be between 10 and 12 inches high. The valance is the appropriate area for store identification.
- Awnings for upper story windows should extend at least half way down the windows and should complement the street level

E. Banners

Due to the atmosphere of the Downtown District, occasions may arise when property owners request banners for advertisement of events. Such events include but are not limited to grand openings, store closings, festivals, and recreational activities. The following guidelines should help lead banner design and location:

- Banners should be of a temporary nature, advertising events that would not require the banner to be in place for more than a span of two weeks unless the Commission has approved an alternate time arrangement.
- Design should be simple so as not to detract from the historic features of the building it hangs on. Solid backgrounds and single or two color fonts are recommended.
- Architecturally significant features/details should not serve as the mounting points for banners to avoid deteriorating or destroying the feature.
- Ideally, banners should be located above the ground floor. If this cannot be done, they must be eight feet above the public walkway in accordance with the Zoning Ordinance.

F. Neon Tube Signs

In the mid-twentieth century, neon tube signs (not fluorescent), usually designed in unique shapes, or used for wording, were used to advertise such businesses as restaurants and nightclubs. They were usually projecting signs. Such signs, typically, are not consistent with the late nineteenth and early twentieth century character of the Downtown area and as such, their use should be carefully considered by the Commission. For an entertainment or dining use, such a sign may not be out of place in the Arts & Entertainment District, particularly on a building of Art Deco design or on a non-contributing building that has a mid-twentieth century appearance. In such cases, the Commission may consider such signage on a limited case-by case basis if it determines that the design and use of such a sign would compliment the architecture of a specific building.

G. Interpretive Plaques

Plaques placed on historic buildings to identify their construction date and original use are encouraged. In order to streamline such requests, the Commission will adopt a standard design (size, material, color, font style) that can be used in the District without requiring Commission approval. Use of the approved design for historic plaques will help to unify and identify the district. Deviations from this standard are not prohibited, but a Certificate of Appropriateness from the Commission will be required. Interpretive panels for such programs as the National Road Historic Trail or the Heart of the Civil War Heritage Area require a Certificate of Appropriateness.

H. Applying for a Sign

When applying for a sign in the Downtown Historic District, the Historic District Commission will need the following information about the sign:

- Design of Sign: All dimensions, type of material, method of lighting, method of attachment.
- A scaled drawing showing the building façade to include the wall from the ground level to the roof line, storefront, doors, windows, and architectural detailing in the proposed signage location. The drawing should show the sign on the building. An actual-size mock up replica of the proposed sign may be submitted in place of the drawing.
- A sample of the finish material

Applications are available in the Hagerstown Planning Office.

Design Guidelines: Downtown, Page 23-24.

Description of Work and Plans: Seeks approval to enclose the recessed vestibule to the right of the tree in the photo on page 1, with contemporary metal storefront material, glass and door.

Recommendation: Approval. The storefront area retains no historic materials or significance, reflecting late 20th Century modifications. The building is a mid-19th Century dwelling or a mixed use building that had living quarters above and a storefront at street level. The addition of the enclosure is to discourage vagrant camping within the open area, which is peculiarly shaped and can conceal persons to the left of the entrance.

**Secretary of the Interior’s Standards for Rehabilitation of Historic Structures:
(applicable standards checked)**

| | | |
|----|---|---|
| 1 | | A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment. |
| 2 | X | The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided. |
| 3 | X | Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken. |
| 4 | | Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved. |
| 5 | | Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved. |
| 6 | | Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence. |
| 7 | | Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible. |
| 8 | | Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken. |
| 9 | X | New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment. |
| 10 | X | New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired. |

Note: To be eligible for Federal tax incentives, a rehabilitation project must meet all ten Standards.



CITY OF HAGERSTOWN, MARYLAND

Planning and Code Administration Department

HISTORIC DISTRICT COMMISSION DESIGN REVIEW APPLICATION

Case No. HDC - 2022-45
Office Use Only

Date Accepted: 9/16/22

45-Day Time Limit Expires: 10/31/22

Submittal Requirements:

- Original application with original signature
- 1 copy of drawing, sized 11 x 17-inches or smaller (if larger, provide 12 copies)
- Manufacturer's literature for all materials being proposed and/or sample of materials proposed
- If constructing a new building or an addition to an existing building, provide a plot plan showing the extent of the improvements

Property Location/Address: 69 W. Franklin Street

Applicant's Name: Shirley Yousefie

Applicant is the: (please circle) Owner / Tenant / Contractor

Contact Person: Shirley Yousefie Email: shirley.yousefie@gmail.com

Mailing Address: PO BOX 158 MONROVIA, MD 21770

Telephone: 240-440-7553

Fax: _____

Property Owner Name (if different from Applicant): Carmel Enterprises, LLC

Contact Person: Shirley Yousefie Email: shirley.yousefie@gmail.com

Mailing Address: PO BOX 158 MONROVIA, MD 21770

Telephone: 240-440-7553

Fax: _____

Description of Proposed Work (please include a detailed description including dimensions, materials, location on building, etc.) If necessary, please attach additional sheets.

What: New storefront door to prevent homeless to use nook for sleeping.

Size: 6'-0"X6'-8"

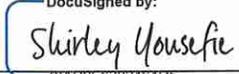
Materials: Aluminum storefront

Location on the building or property: Ground floor

City of Hagerstown, Maryland
Historic District Commission Design Review Application

Certification

Failure to complete this application fully including the attachment of scaled construction plans and other supporting material as may be required by the Planning and Code Administration Department or the Historic District Commission and/or failure of the applicant or a representative to appear at the scheduled meeting will result in postponement of the application until the next regularly scheduled meeting. The application may be dismissed if there are two or more postponements. If an application is denied, the same application shall not be renewed within a period of one year after the denial. **If Applicant is different from Owner of the property, written authorization from the Owner shall be included with this application.**

DocuSigned by:

78409E6302464D5...
Owner's Signature

9/14/2022
Date

Applicant's Signature (if different from owner)

Date

Hagerstown Historic District Commission Action:

| | |
|--|--|
| | Approval – Certificate of Appropriateness |
| | Approval – Certificate of Hardship |
| | Denial – Certificate of Appropriateness |
| | Denial – Certificate of Hardship |

Historic District Commission Chair Signature

Date

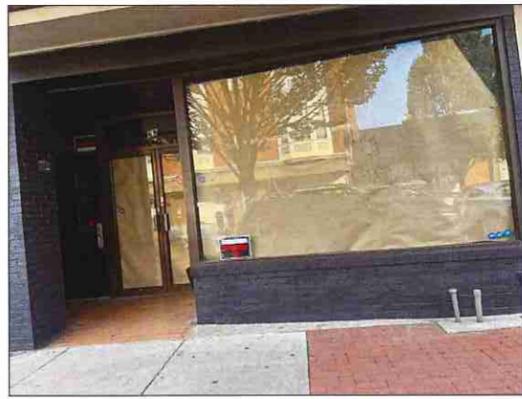
Revisions:

Revision Approved / Denied:

Historic District Commission Chair Signature

Date

City of Hagerstown, Maryland
Planning and Code Administration Department
One East Franklin Street, Suite 300
Hagerstown, MD 21740
T | 301.739.8577, Ext. 138
F | 301.791.2650

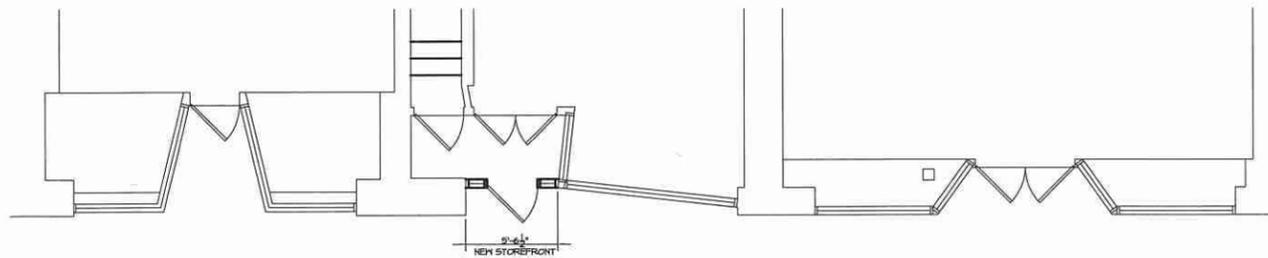


4 CURRENT CONDITIONS
 A1 3/32" = 1'-0"

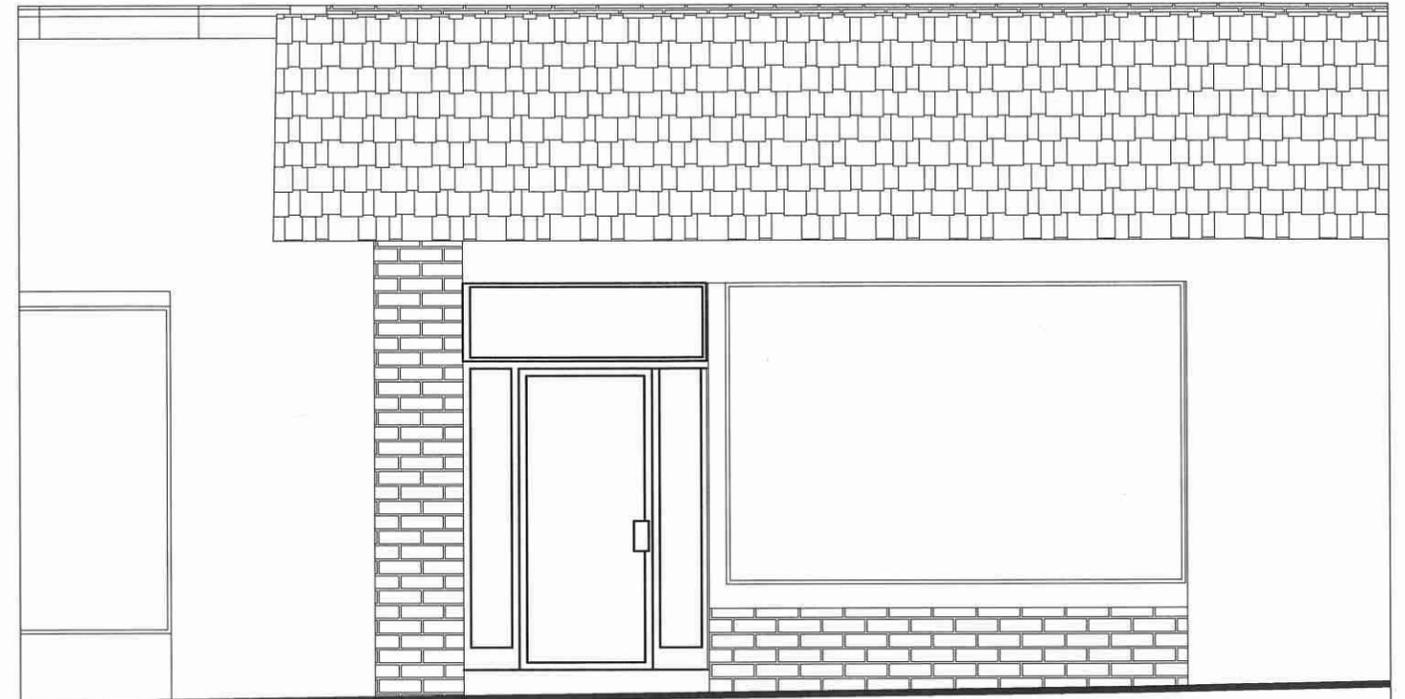


NEW ALUMINUM STOREFRONT
 DOOR COLOR TO MATCH
 EXISTING

3 OVERALL VIEW
 A1 3/32" = 1'-0"

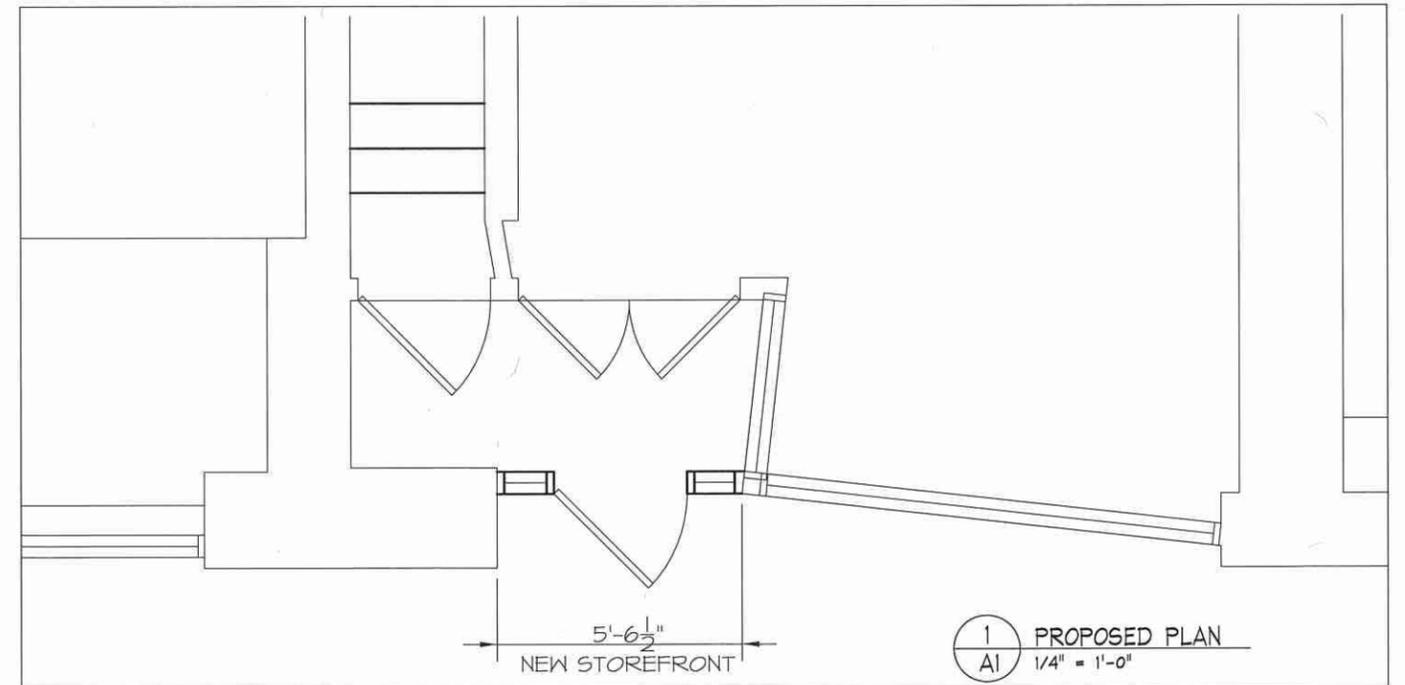


NEW STOREFRONT



NEW ALUMINUM STOREFRONT
 DOOR COLOR TO MATCH
 EXISTING

2 PROPOSED ELEVATION
 A1 1/4" = 1'-0"



5'-6 1/2"
 NEW STOREFRONT

1 PROPOSED PLAN
 A1 1/4" = 1'-0"



PROJECT:
65 W. Franklin Street
 DRAWING TITLE
PROPOSED NEW STOREFRONT DOOR

DRAWN BY:
 LBM
 DATE:
 9-8-22
 PROJECT NO.
 DI-0157

| DATE | CHANGE |
|------|--------|
| | |
| | |
| | |
| | |
| | |
| | |

PROJECT:
W. FRANKLIN LOFTS

SHEET No.
A1

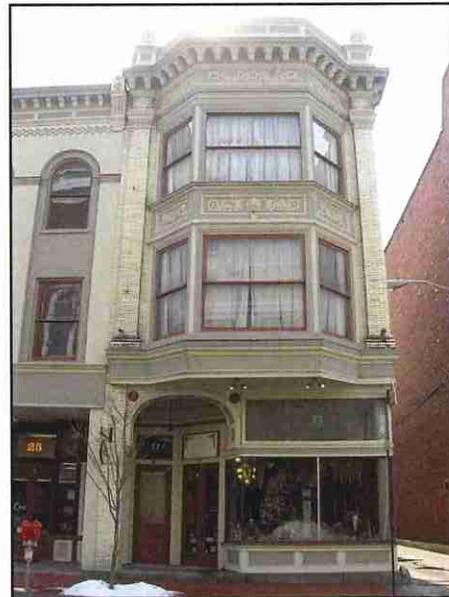
Chapter 6. Rehabilitation



Rehabilitation must carefully consider and protect those elements of a building that are important architectural characteristics. Rehabilitation also considers those characteristics that can be changed or enhanced. Rehabilitation is extremely important to the character of the Downtown District. It preserves and protects those historic features that are irreplaceable while still allowing property owners to update their structures to modern uses. The following guidelines identify recommendations for rehabilitation and restoration of buildings in the historic district.

A. Storefronts

Historically, Downtown was the only retail center for the city of Hagerstown. Therefore, a majority of the properties contain storefronts, which add a rich architectural fabric to the Downtown District. They are important for their contribution to the visual character of Downtown as well as the image desired by merchants to attract customers. Many of Downtown's storefronts are original to the building; others are more modern after alterations during some point of the building's history. Therefore, the first step for applicants is to

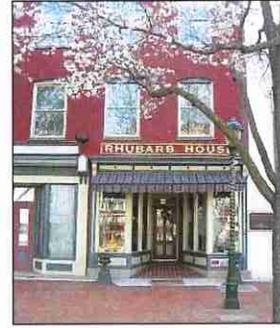


determine if the existing storefront is the original or an alteration. To do this, consider the following:

- If there is a shared appearance between the upper façade and the storefront, it is original to the building.
- If there is little relation between the upper and lower façades it is an altered storefront and a complimentary modern design, or restoration of the original storefront, is acceptable.
- Occasionally, a remodeled storefront is as valuable architecturally as an original and preservation of this storefront is acceptable.

Storefronts, continued:

In addition to the originality of the storefront itself, many storefronts (whether altered or original) still possess many of the original building elements and design details. The following are guidelines for the treatment of these features:



- Preserve original materials or details and leave them uncovered. Preserve the original form of the storefront.
- Replace missing original elements or repair existing elements. If elements are irreparable, replace them with like materials and design.
- Retain, maintain, and/or uncover the original kick plate material, marble bases, and ceramic tile entryway floors whenever possible.
- Occasionally, leaded glass transoms are in their original state. Restore these via careful cleaning and treatments.
- When physical or photographic evidence exists for the original storefront, restore the storefront to its original form if the altered front has not achieved historical significance of its own.
- When attempting to restore and/or clean historic details or building elements, do not use harsh abrasives or treatments.

There are also several design guidelines to take into consideration:

- Relate the design of first floor storefronts to design details of the upper levels of the building façade. Design new storefronts to fit within the first floor building openings as formed by columns, piers, and cornices. Repeat the window and door rhythms that already exist on the building.
- If appropriate, doorways should be in a recessed entranceway to provide a protected area for customers and to add more window visibility for merchandise displays.
- Doors should contain large glass panels as opposed to solid or residential-type doors with small areas of glass.
- Remove non-historic false fronts and siding. This includes metal cladding, fascia panels, pent roofs, and other materials that cover or disrupt the original detailing and materials of the storefront.
- Pent roofs (narrow, continuous shed roof) are a design element added to storefronts in the 1970s as a way to modernize and draw attention to storefronts but are out of character with the historic streetscape. Therefore, these are not acceptable on new additions or modifications to existing storefronts.
- Vinyl siding, aluminum siding, and T1-11 are not acceptable materials for a storefront restoration.
- Do not add trim or details that did not exist on the building during its historic period.



Design Guidelines: Page(s) 32-33 (Residential)

Description of Work and Plans: The applicant proposes to replace the windows in the auditorium on the rear of the building with Anderson E-Series double hung insert windows with 6 over 6 simulated true divided light muntins finished in pewter grey. They also propose to remove metal vents from the roof that are no longer needed.

Recommendation: Approval. The modified design guidelines permit applicants to propose and the Commission to consider replacement windows of sufficient quality and design to mimic the historic windows, and they can be of modern materials (vinyl, metal, composite, etc.) The existing windows are six over six and the replacement windows will have six over six grilles. The work is on the rear of the building, a sufficient distance from public ways where minute details will not be discernable. The Commission has approved modern replacement windows under these standards numerous times before.

**Secretary of the Interior’s Standards for Rehabilitation of Historic Structures:
(applicable standards checked)**

| | | |
|----|---|---|
| 1 | | A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment. |
| 2 | X | The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided. |
| 3 | X | Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken. |
| 4 | X | Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved. |
| 5 | | Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved. |
| 6 | | Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence. |
| 7 | | Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible. |
| 8 | | Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken. |
| 9 | | New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment. |
| 10 | | New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired. |

Note: To be eligible for federal tax incentives, a rehabilitation project must meet all ten Standards.



CITY OF HAGERSTOWN, MARYLAND

Planning and Code Administration Department

HISTORIC DISTRICT COMMISSION DESIGN REVIEW APPLICATION

Case No. HDC - 2022-43
Office Use Only

Date Accepted: 9/16/22

45-Day Time Limit Expires: 10/31/22

Submittal Requirements:

- Original application with original signature
- 1 copy of drawing, sized 11 x 17-inches or smaller (if larger, provide 12 copies)
- Manufacturer's literature for all materials being proposed and/or sample of materials proposed
- If constructing a new building or an addition to an existing building, provide a plot plan showing the extent of the improvements

Property Location/Address: 31 South Prospect Street Hagerstown, MD 21740

Applicant's Name: Hagerstown Builders / Clarence Horst

Applicant is the: (please circle) Owner / Tenant / Contractor

Contact Person: Clarence Horst Email: CHORST@HAGERSTOWNBUILDERS.COM

Mailing Address: 17638 Garden View Road, Hagerstown, MD 21740

Telephone: 301-491-3356 Fax: _____

Property Owner Name (if different from Applicant): Womens Club

Contact Person: Phyllis Rohrer Email: rprohrer@myactv.net

Mailing Address: 31 S Prospect Street, Hagerstown, MD 21740

Telephone: 301-331-4061 Fax: _____

Description of Proposed Work (please include a detailed description including dimensions, materials, location on building, etc.) If necessary, please attach additional sheets.

What: Replace Windows and remove industrial metal vents from roof

Size: _____

Materials: Replace existing windows in Auditorium with Anderson E-Series Double Hung Insert 6 over 6 full divided light

Location on the building or property: Rear of building on auditorium

Certification

Failure to complete this application fully including the attachment of scaled construction plans and other supporting material as may be required by the Planning and Code Administration Department or the Historic District Commission and/or failure of the applicant or a representative to appear at the scheduled meeting will result in postponement of the application until the next regularly scheduled meeting. The application may be dismissed if there are two or more postponements. If an application is denied, the same application shall not be renewed within a period of one year after the denial. **If Applicant is different from Owner of the property, written authorization from the Owner shall be included with this application.**

See Affidavit

Owner's Signature



Applicant's Signature (if different from owner)

Date

8/30/2022

Date

Hagerstown Historic District Commission Action:

| | |
|--|--|
| | Approval – Certificate of Appropriateness |
| | Approval – Certificate of Hardship |
| | Denial – Certificate of Appropriateness |
| | Denial – Certificate of Hardship |

Historic District Commission Chair Signature

Date

Revisions:

Revision Approved / Denied:

Historic District Commission Chair Signature

Date

City of Hagerstown, Maryland
Planning and Code Administration Department
One East Franklin Street, Suite 300
Hagerstown, MD 21740
T | 301.739.8577, Ext. 138
F | 301.791.2650

Form Created: 2/11/2016



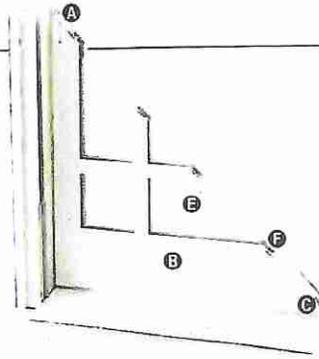
ANDERSON E-SECRET window example

DOUBLE-HUNG INSERT WINDOW

FEATURES

DOUBLE-HUNG INSERT WINDOWS

Double-hung insert window fits into an existing window frame making installation a breeze. The appearance of the interior and exterior of the home are maintained because the existing frame, wall coverings and trim work stay completely intact.



FRAME & SASH

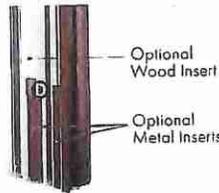
A Select wood components are kiln dried and treated with water/insect repellent and preservative. Interior wood surfaces are available in pine, mixed grain Douglas fir, cherry, hickory, mahogany, maple, oak, walnut, alder or vertical grain Douglas fir. Interior surfaces are available unfinished or factory primed. Optional factory-applied finishes are available in a variety of stains and paints.

B Wood components are fitted with aluminum extrusions on the exterior. 50 exterior colors that meet AAMA 2604 and 2605 specifications are available, as well as custom colors. Also available is a selection of seven exterior anodized options.

C Compression bulb weatherstrip is applied on the bottom sash, head jamb, at the meeting rail and on side jambs for a maximum weather seal.

Jamb liners encase balancer assemblies that allow each sash to be tilted 90° inward from a bottom pivot and stay securely in place for washing.

D Basic jamb liners are available in beige or white and are made of synthetic material. Optional pointed aluminum exterior inserts and wood-veneered interior inserts also available.



SILL

8 degrees is the standard slope. Filler block is used on existing window sill angles of less than 8 degrees.

GLASS

E High-Performance Low-E4™ glass with a low-conductivity spacer. Triple-pane glass, tinted, clear dual-pane, high-altitude glass and other special glazing options are available.

F Glass is fixed in place from the interior with wood stops that can be removed for easy reglazing if needed. Glass stops available in oval, round and contemporary profiles.

HARDWARE OPTIONS

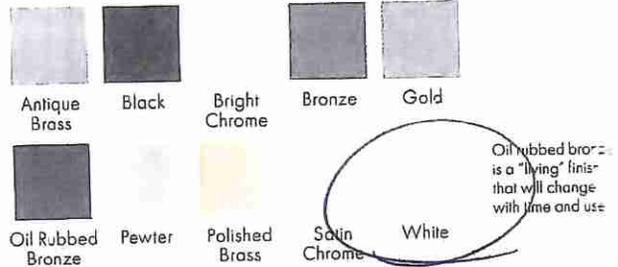


Lock: **Antique Brass** | Black | **Bright Chrome** | Bronze | Gold | Oil Rubbed Bronze | Pewter | Polished Brass | Satin Chrome | White

Sash Lift: **Antique Brass** | Black | **Bright Chrome** | Bronze | Gold | Oil Rubbed Bronze | Pewter | Polished Brass | Satin Chrome | White

Windows with VeriLock® sensors use a different sash lock. See the next page for details. Bold name denotes finish shown.

HARDWARE FINISHES



Oil Rubbed Bronze is a "living" finish that will change with time and use.

EXTERIOR & INTERIOR OPTIONS

Exterior - Pewter GRAY

EXTERIOR COLORS 50 exterior colors, 7 anodized finishes and custom colors. See exterior colors on page 11.

INTERIOR WOOD SPECIES



FACTORY-FINISHED INTERIORS



INTERIOR PAINTED OPTIONS



Interior custom stains, paints and color matching available.

Naturally occurring variations in grain, color and texture of wood make each window one of a kind.

All factory-finished options are shown on pine. Painted options available on pine. Dark bronze and black painted options available on pine or maple. Anodized silver painted option available on maple only.

*Actual wood species is either Sapele or Sipo, both non-endangered species grown in Africa, with color and characteristics similar to Central American mahogany. Printing limitations prevent exact replication of colors and finishes. Please see your Andersen supplier for actual color and finish sample.

HARDWARE

Decorative/tilt mechanisms and lifters give a slim, more traditional design and allow opening and closing of the window in one operation. Tilting the sash from the inside for cleaning is effortless.

Surface mount sash lifts allow for easy operation. Units less than 3' wide use one lift. Units 3' wide or greater use two lifts.

MEASURING GUIDELINES

Measuring guidelines for double-hung insert and picture windows can be found on andersenwindows.com/measure.

ACCESSORIES Sold Separately

DOUBLE-HUNG INSERT WINDOWS

HARDWARE

Window Opening Control Device Kit

An optional Window Opening Control Device Kit is available, which limits opening the sash to less than 4" when the window is first opened. Available in stone and white.

SENSORS

VeriLock® Security Sensors



VeriLock sensors are unique as they detect whether the windows are locked or unlocked — a feature no other sensors can provide. Available in all hardware finishes.

Open/Closed Sensors

Wireless open/closed sensors are available in four colors.

See page 27 for Smart Home options.

INSECT SCREENS

TruScene® Insect Screens

Andersen® TruScene insect screens let in over 25% more fresh air and provide 50% greater clarity than conventional Andersen insect screens, all while keeping out unwanted small insects. Frames are available in painted aluminum or wood-veneered options.

Conventional Insect Screens



No Screens

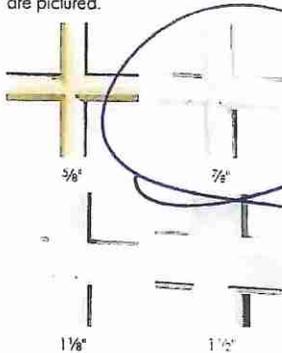
Charcoal fiberglass screen mesh fits into an aluminum frame in all 50 exterior colors and seven anodized finishes. Available in half or full insect screens. Aluminum screen mesh is available as an option.

See page 24 for more information on our insect screens.

GRILLES

Full Divided Light

Permanent interior and exterior grilles with grille spacer bars between two panes of glass. Available in 5/8", 7/8", 1 1/8", 1 1/2", or 2 1/4" widths and ovolo or contemporary profile. Ovolo profile shown below, not all widths are pictured.



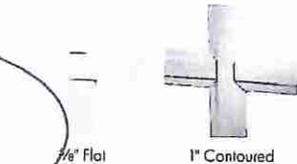
Simulated Divided Light

Permanent exterior and interior grilles without grille spacer bars. Available in 5/8", 7/8", 1 1/8", 1 1/2", or 2 1/4" widths and ovolo or contemporary profile. Ovolo profile shown below; not all widths are pictured.



Finelight™ Grilles-Between-the-Glass

Available in 5/8" flat or 1" contoured aluminum profiles. Two-tone colors of pebble tan/colony white, sierra bronze/colony white or forest green/colony white are available on the 1" profile.



Removable Interior Wood Grilles

Removable interior wood grilles are available in a 7/8" width and ovolo or contemporary profiles. Optional surround for removable grille and permanent exterior grilles also available. Ovolo profile shown below.

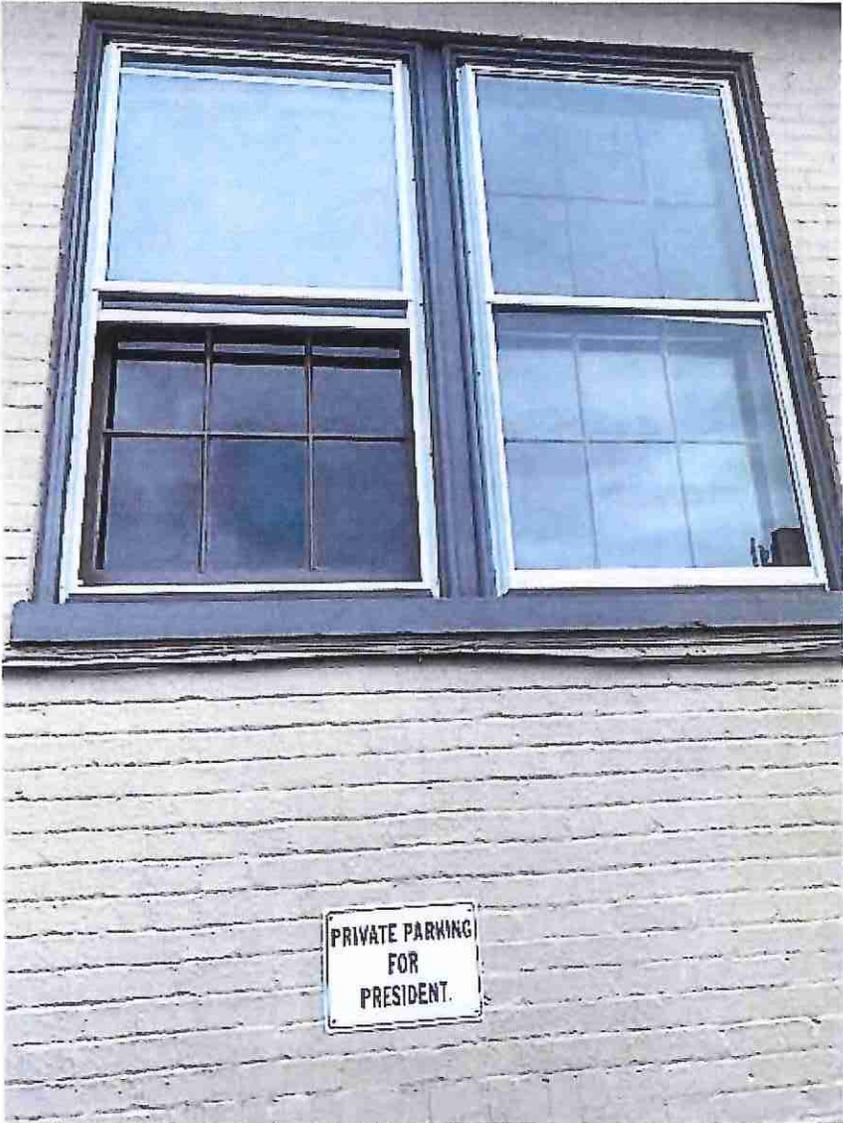


See page 22 for more information on grilles.

E-Series Double-Hung Windows

*When properly configured and maintained with a professionally installed security system and/or self monitoring system compatible with Honeywell® 5800 controls. See your Andersen supplier for more information.

Existing Windows on Womens Club Auditorium that will be replaced.



Chapter 6. Rehabilitation

Rehabilitation must carefully consider and protect those elements of a building that are important architectural characteristics. Rehabilitation also considers those characteristics that can be changed or enhanced. Rehabilitation is extremely important to the character of the Residential Historic Districts. It preserves and protects those historic features that are irreplaceable while still allowing property owners to update their structures to modern uses. The following guidelines identify recommendations for rehabilitation and restoration of buildings in the historic districts.

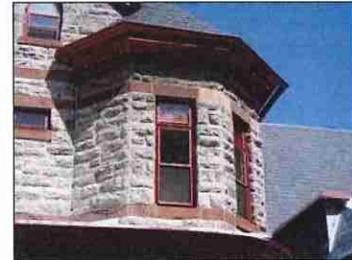


A. Building Elements:

Building elements are the individual parts that make up the building. These elements include windows, doors, roofs, and porches or stairways. These elements are often very character-defining features of an architectural style, and as such, are important features to protect and preserve. The following are guidelines for each individual building element.

Windows:

The windows of many residential buildings are extremely important to the architectural and historic character, not only of the building, but also the streetscape and to the character of the entire district. They are excellent tools for determining and maintaining the scale and character of a building. The ratio and placement of windows can have a large effect on the appearance of the building, as can the details of the sashes and frames. The shape and style of a window can help to determine the period of the building.



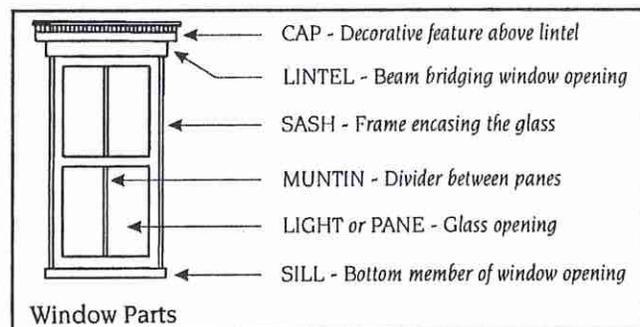
Some buildings have experienced the modernization of windows. When windows are inconsistent from one level of the façade to another, property owners should install windows that are consistent with each other and the period of the building. In addition, consider the following guidelines when considering window restoration and repairs:

- Retain and repair original windows, frames, sashes, sills, lintels and trim or replacements that have acquired their own historical significance.



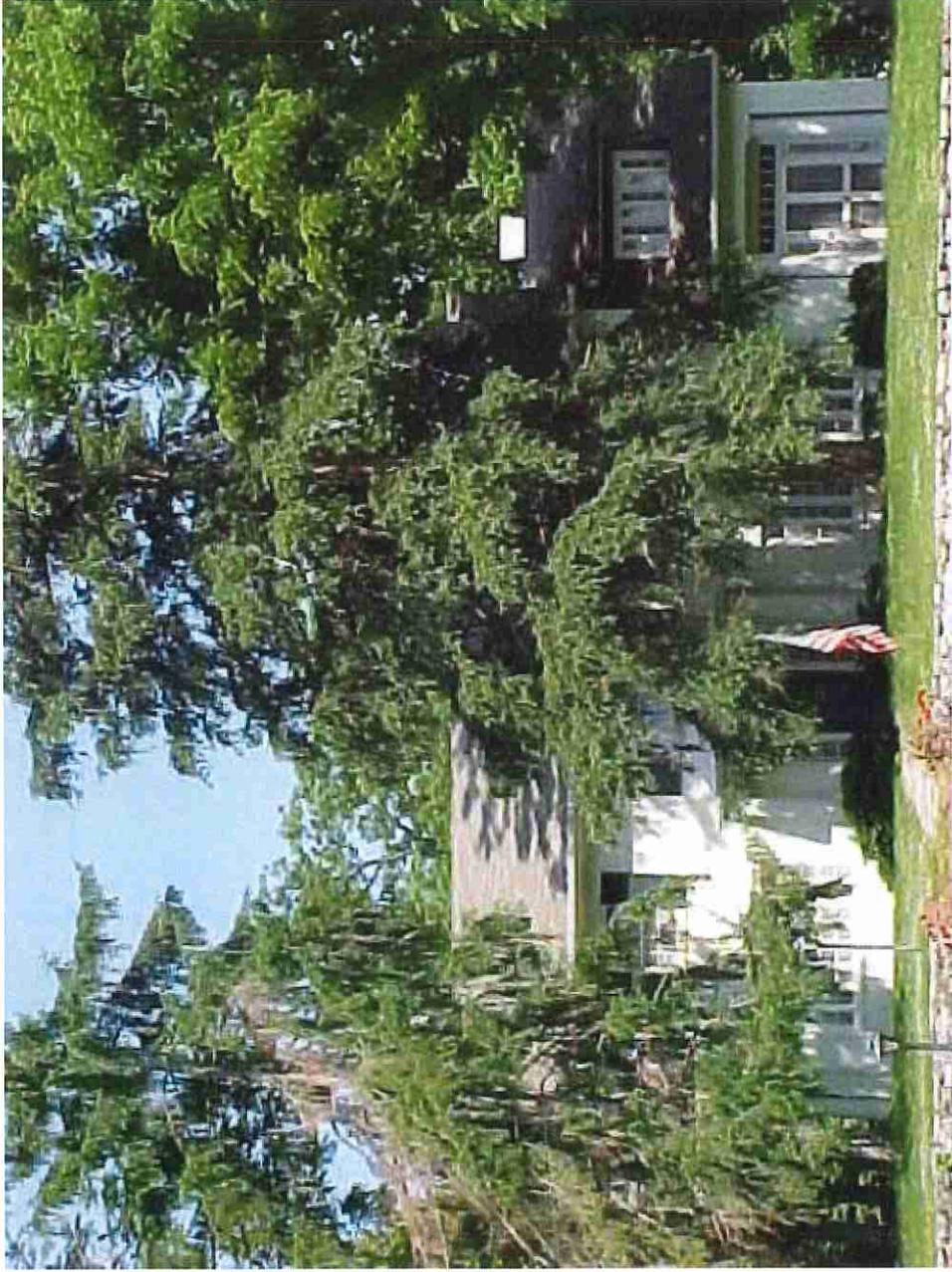
- Replicas or replacements of like design and style are appropriate for those windows that are beyond repair or deteriorated to a point that requires high levels of maintenance.
- The preferred replacement treatment, when feasible, is a wood replacement sash kit with insulated glass panes. Complete unit replacement is also acceptable.
- Attempt to maintain original glass or finishing.

- Choose window frame finishes that fit with the colors and textures of the building.
- Avoid conflicts of style. A colonial window does not belong on a Queen Anne building. Replace modern windows unfitting of the building style. When the fenestration pattern of the window contributes to the character of the building, preserve this pattern using simulated or true divided lites. Historic patterns (when known) may also be used.
- If simulated muntins are used, they should appear on the outside, between the panes and on the inside of the sash. When the existing windows are not historic material, muntins should follow the same pattern as the existing windows or a pattern acceptable to the historic period of the building.
- Models and manufacturers approved by the Maryland Historical Trust may be appropriate for use in the Districts.
- Blocking down or filling in openings to fit stock window sizes is not acceptable. Restore damaged or filled-in window openings.
- Plate glass and safety glass are appropriate glazing materials. Wire glass, texture glass, mirrored glass or plastic/acrylic replacements are not appropriate. Stained glass is acceptable for certain locations such as door transoms or as part of a larger window.
- Storm windows must not damage or obscure the window or frame. These should be an appropriate size and color, similar to the window sash. Install these to ensure proper maintenance and avoid damage to the original window. Consider installing interior storm windows.
- If additional windows are required for a new use, install them on a rear or non-character defining façade to avoid damaging the ratio and scale of windows to wall space on the original façades.
- While it is preferred to retain or replace in-kind historic windows on front and other facades visible from a public way, non-wood replacement products shall be allowed if the new window replicates the appearance of the original window in design and in the width and depth of individual window elements. For facades not visible from a public way, replacement windows would not be required to replicate the appearance of original windows.





1002 Oak Hill



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