



CITY OF HAGERSTOWN, MARYLAND

Planning & Code Administration Department

One East Franklin Street • Hagerstown, MD 21740

E-mail: planning@hagerstownmd.org

Telephone: 301-739-8577, ext. 138 • Website: www.hagerstownmd.org

HAGERSTOWN HISTORIC DISTRICT COMMISSION

MINUTES

DATE: January 25, 2024 – 4:30 p.m.

LOCATION: Room 407, City Hall Building

Attendance –

Name	In-Person	Remote	Absent
Appointed Voting Members			
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		
Staff and Ex-Officio Members			
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 4:36 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.

2024 Election of Officers –

Motion - Ms. Allen made a motion to move the election of officers to Design Review. Mr. Powell seconded. The Motion passed with a vote of 5-0-0.

Approval of Minutes –

Approval of Minutes for meeting of September 28, 2023, December 14, 2023, and January 11, 2024.

Motion - Ms. Allen made a motion to adopt the minutes as presented with no changes. Mr. Sherman. seconded the motion. The motion passed by a vote of 5-0-0.

Consent Agenda –

HDC 2024- 03 – 31 South Prospect Street – Clarence Horst – Windows.

HDC 2024- 04 – 51-53 - West Washington Street – Hank Brown – Historic Plaque.

Motion - Mr. 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 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 2024-03 and HDC 2024-04" Mr. Powell seconded the motion. The motion passed by a vote of 5-0-0.

Design Review -

HDC 2023-54 - 811 The Terrace – Kathryn Kershner – Roof (tabled from December 14, 2023, meeting).

Motion – Mr. Carrol made a motion to table this case review until February 8, 2024, at the next scheduled meeting on February 8, 2024. Mr. Sherman seconded. The motion passed with a vote of 5-0-0.

Election of Officers –

Motion – Ms. Allen nominated Mr. Gehr to continue as the Chair for the Historic District Commission. Mr. Carroll seconded. The motion passed with a vote of 5-0-0.

Motion – Mr. Carroll nominated Ms. Allen to remain as Vice Chair. Mr. Powell seconded. The motion passed with a vote of 5-0-0.

Workshops -

None.

New Business -

Mr. Powell wanted to report trash cans being left at the curb for long periods of time at 925 Oak Hill Avenue.

Mr. Carroll wanted to know the timeframe after it snows before the snow was to be removed? Twenty-four hours is in the grace period.

Old Business -

Ms. Allen asked staff if Code Enforcement noticed any improvement in the downtown area with the signage issue? Staff stated West Franklin Street has been surveyed and photographed and follow-up will start soon.

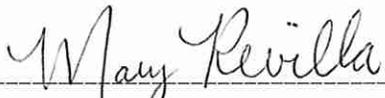
Staff stated that the Real Estate company for the property has assured them that they are working on correcting the issues with the railings.

Announcements -

Mr. Gehr informed the Commission that his summer employment will cause him to miss some meetings. In addition, he and Mr. Sherman will be unavailable for the February 8, 2024, meeting.

Adjourn -

With no further discussion, Mr. Powell made a motion to adjourn, and Mr. Sherman seconded the motion, the meeting adjourned at 5:03 P.M.



Mary Revilla, Recording Secretary
approved 2-8-24