



CITY OF HAGERSTOWN, MARYLAND

Planning & Code Administration Department

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HAGERSTOWN HISTORIC DISTRICT COMMISSION

MINUTES

DATE: March 14, 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 4:42 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 –

Approval of Minutes for meeting of February 22, 2024.

Motion – Ms. Allen made a motion to adopt the minutes as presented with no changes. Mr. Powell seconded the motion. The motion passed by a vote of 7-0-0.

Amendment of Agenda –

Motion – Ms. Allen made a motion to move case number **HDC 2024-10** from design review to consent agenda. Mr. Powell seconded the motion. The motion passed by a vote of 7-0-0.

Consent Agenda –

HDC - 2024 – 10 – 32 North Potomac Street – City of Hagerstown – Signage.

Motion - Mr. Powell: “Mr. Chairman I have reviewed the materials submitted in Case No. HDC-2024-10, and its associated staff report and recommendations, and I have viewed the property in question. The staff report recommends approval of this application 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 this application. Therefore, I move that this Commission adopt the staff evaluation and recommendations in this case as its own and grant a Certificate of Appropriateness to the applicant for Case No. HDC- 2024-10.” Mr. Sherman seconded the motion. The motion passed by a vote of 7-0-0.

Design Review -

HDC 2024-08 - 33 Summit Avenue - Mahesh Kumar – Doors and windows. (Applicant requested to move to March 28, 2024 meeting).

Motion - Mr. Powell: “Mr. Chairman I move that Hagerstown Historic District move the application, HDC 2024-08, Mahesh Kumar - 33 Summit Avenue, - Doors and Windows to the meeting of March 28, 2024, per the applicant’s request.” Mr. Sherman seconded. The motion passed with a vote of 7-0-0.

HDC 2024-09 - 44, 46 and 50 Summit Avenue - Mahesh Kumar – Windows and doors.

The commission had a few questions regarding the type of windows and the materials of the new doors, transom replacement, and sizes. Mr. Kumar explained the proposed door and window materials and designs.

Motion - Mr. Powell, “Mr. Chairman I have reviewed the materials submitted in Case No. HDC-2024-09, and its associated staff report and recommendations, and I have viewed the property in question. The staff report recommends approval of this application 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 this application. Therefore, I move that this Commission adopt the staff evaluation and recommendations in this case as its own and grant a Certificate of Appropriateness to the applicant for Case No. HDC- 2024-09.” Mr. Sherman seconded the motion. The motion passed by a vote of 7-0-0.

Workshops -

44, 46 and 50 Summit Avenue - Mahesh Kumar - Signage.

Mr. Kumar proposed to research the options available, cost and recommendations for signage and later come before the commission again for approval. Discussion included the use of a large projecting sign which would require amendments to the zoning ordinance and the design guidelines, and painting of a sign using the new hotel name in the cornice along the roofline.

New Business -

Due to a conflict in schedule with summer employment, Mr. Gehr has requested the Commission adjust the meeting start time from 4:30 p.m. to 4:00 p.m. for the dates of May 9, 2024, through September 26, 2024.

Motion – Mr. Powell," Mr. Chairman I move that the Hagerstown Historic District Commission move their May 9th through September 26th meetings from 4:30 to 4:00 p.m." Mr. Sherman seconded. The motion passed with a vote of 7-0-0.

Ms. Allen advised she will not be present for the April 11, 2024, meeting.

Mr. Powell will attend some meetings and not all due to he will be coaching volleyball games during the spring.

Mr. Sherman will not be able to attend the meeting of March 28, 2024.

Old Business -

None.

Announcements -

None.

Adjourn -

With no further discussion, Mr. Powell made a motion to adjourn, and Ms. Allen seconded the motion, the meeting adjourned at 6:05 P.M.



Mary Revilla, Recording Secretary