



# CITY OF HAGERSTOWN, MARYLAND

Planning & Code Administration Department

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## HAGERSTOWN HISTORIC DISTRICT COMMISSION

### MINUTES

DATE: July 11, 2024 – 4:00 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		
M. Revilla, Recording Secretary	X		

#### Preliminary Matters -

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

Michael Gehr called the meeting to order at 4:08 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 June 27, 2024.

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 4-0-0.

#### Consent Agenda –

None.

**Design Review** -

HDC 2024-32 – 1 North Potomac Street – Steve Owens - Exterior Lighting.

Ms. Allen asked if the illumination would change color and wondered if the design was too contemporary? The applicant confirmed there are different settings for colors and patterns available and they would only utilize them during special occasions such as holidays. The Commission unanimously agreed that lights without the cut outs would be more acceptable and the spacing of the fixtures should be spaced to every other window to the right.

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 for the reasons that it's consistent with architectural standards of the department of interior and are generally in harmony with the character of the adjoining properties, with the request the applicant research to find lamps that do not have the cut outs in them and the placement of the fixtures on the Public Square side be moved in the right of every other window starting at the corner of the building as recommended by staff. 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-2024-32. "Mr. Powell seconded the motion. The motion passed by a vote of 4-0-0.

**HDC 2024-31 –915 Hamilton Boulevard – Don Smith – Exterior Stairs.**

The applicant for case number HDC-2024-31 was not present for the meeting.

Motion – Mr. Powell made a motion to table case HDC-2024-31 until the next scheduled meeting on July 25, 2024. Ms. Allen seconded. The motion passed with a vote of 4-0-0.

**Workshops** -

None.

**New Business** -

None.

**Old Business** -

Ms. Allen asked when the Design Guidelines will be finalized. Staff stated there are existing factors to consider before the Guidelines are finalized for review, including selection of illustrations and timing of when to submit the draft to the Mayor and Council for approval.

Announcements -

Mr. Sherman has resigned from the Historic District Commission. A replacement is in the process of being appointed.

Adjourn -

With no further discussion, Mr. Powell made a motion to adjourn, and Ms. Allen seconded the motion, the meeting adjourned at 5:10 P.M.

  
Mary Revilla, Recording Secretary

*approved 8-8-24*