



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

SPECIAL MEETING MINUTES

DATE: November 21, 2024 – 3:30 p.m. LOCATION: Engineering Conference Room, City Hall

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		
Glen Grant			X
Matthew Sherman			X
Michael Heyser			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 4:34 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 –

Special Meeting Minutes of November 8, 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 –

- HDC-2024-54 –412 North Potomac Street – Beatrice Shedrick – Signage.
- HDC-2024-56 –51 North Potomac Street – AEZ Services Inc. – Fire escape repair.
- HDC-2024-57 –53 North Potomac Street – AEZ Services Inc. – Fire escape repair.
- HDC-2024-58 –20 Public Square – Jovann Carter – Signage & Fencing.

Mr. Carroll: "Mr. Chairman, I have reviewed the materials submitted in Cases HDC 2024-54, HDC 2024-56, HDC 2024-57, and HDC 2024-58, and their 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

Certificates of Appropriateness to the applicants for Cases HDC 2024-56, and HDC 2024-54." Mr. Powell seconded the motion. The motion passed by a vote of 4-0-0.

Design Review -

HDC-2024-55 –33 Summit Avenue – Mahesh Kumar –Fence.

The Applicant was not present for the meeting.

HDC-2024-59 –37 West Antietam Street – MSB Architects – Exterior Renovations.

Scott Bowen stated, on the historic side, the plan is to replace and remove all infill from the first floors, replace the front façade, replace the windows above with new windows in kind to the original ones, but of modern construction. On the west side, replace commercial door transoms with glass windows to replicate the look of the original transoms. A modern store front door would be installed on the left of the building with long windows instead of the transom and shorter door. The Commission was in favor of these proposed plans for renovations.

The Commission had no real issues with the proposed renovations and or materials.

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 the *Materials* are generally in harmony with the *Architectural Design Guidelines for the Downtown Historic District* 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 -2024-59." Mr. Powell seconded. The motion passed with a vote of 4-0-0.

Workshops -

37 West Antietam Street – MSB Architects – Exterior Renovations.

This project has a pending site plan which shows the proposed parking configuration and layout which was the topic of this workshop discussion.

Scott Bowman provided drawings and information regarding phase one of the renovation. The addition will be on the back end of the site. How does the development treat the street wall was a question posed by staff. A modern storefront will face the street, and the rear addition will be built later. The Commission was in favor of the pending design architecture and will more than likely see the applicant back next month for the next phase of the project.

New Business -

None.

Old Business -

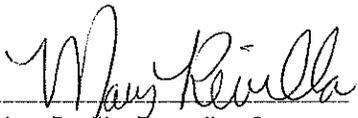
None.

Announcements -

The 2025 Calendar will be provided for review at the December meeting.

Adjourn -

With no further discussion, Mr. Powell made a motion to adjourn, and Ms. Allen seconded the motion. The meeting adjourned at 4:18 p.m.


Mary Revilla, Recording Secretary
Approved 2.27.25