

**Stephen R. Bockmiller, staff liaison to the Historic District Commission, called the meeting to order at 4:34 p.m., on Thursday, July 12, 2012, in the Fourth Floor Conference Room, City Hall. A roster of the members of the commission and the technical slots they fill are on file and available upon request. Also present were commission members S. Dozier, M. Gehr, V. Hrabal, S. Silas, and M. Wertman. In addition to Mr. Bockmiller, Development Planner/Zoning Administrator, D. Calhoun, Secretary, was present on behalf of the Planning and Code Administration Division.**

**ELECTION OF OFFICERS**

Mr. Bockmiller explained that recently there have been several new appointments by the Mayor to the Historic District Commission, which resulted in the chair and vice chair not being reappointed to the commission. Current commission members were charged with electing new officers who will serve until December, 2012.

**MOTION:** (Hrabal/Wertman) I nominate Michael Gehr as chair.

**DISCUSSION:** None.

**ACTION:** APPROVED (Unanimous)

**MOTION:** (Gehr/Wertman) I nominate Vickie Hrabal as vice chair.

**DISCUSSION:** None.

**ACTION:** APPROVED (Unanimous)

**APPROVAL OF MINUTES: June 14, 2012**

Action on the minutes was postponed until Mr. Gehr, Mr. Pembroke, and Ms. Hrabal can be present to approve them.

**CONSENT AGENDA**

**832 Oak Hill Avenue - Andrew and Timbre Day - Above-Ground Pool,  
Case No. HDC 2012-27**

**121 Broadway - Rose Greenawalt - Replace Rear Porch Railing, Case No. HDC 2012-28**

There were no questions by the commission or objections from any members of the audience to either of these cases.

**MOTION:** (Hrabal/Dozier) Mr. Chairman, I have inspected the project plans and property in question, and if constructed in accordance with these plans the projects are compatible with the character of the district for the reason that both are not highly visible from public right-of-ways, they're in the back yards hidden from the main streets, and that would make them generally in harmony with their respective historic districts and the character of the adjoining properties. Therefore, I move that HDC grant a Certificate of Appropriateness for Case Nos. 2012-27 and 2012-28.

**DISCUSSION:** None.

**ACTION:** APPROVED (Unanimous)

### **DESIGN REVIEW**

None.

### **WORKSHOP:**

#### **106-108 North Potomac Street - William Simmelink - Replacement Windows**

William Simmelink, 736 Gatestone Street, Gaithersburg, Maryland, was present.

Mr. Simmelink owns the property at 106-108 North Potomac Street. The existing windows are single pane and drafty. Mr. Simmelink wanted to discuss the possibility of replacing the second and third floor windows with energy efficient vinyl replacement windows. Dimensions of the windows are approximately 74 or 75 inches tall by 35 inches wide. At this point, Mr. Simmelink is trying to determine if he can afford to replace the windows. His intent is to match the existing grill work.

Mr. Bockmiller reviewed the commission's charge with regard to replacement windows. Within the last few years, the Mayor and Council adopted revised guidelines that allow property owners to use non-wood replacement windows. Specifically for windows, Mr. Simmelink would not have to demonstrate that the windows are beyond repair. Mr. Simmelink noted that it is clear that the top windows were replaced in the past and that the original windows are no longer on the building. The top windows have an aluminum strip in which the windows sit. Mr. Bockmiller stated that the guidelines do allow the HDC to consider modern windows. However, the applicant must choose a model that closely resembles historic windows. If grills are present on the windows, normally the commission requires the replacement windows to contain exterior grills rather than interior grills. Any replacement windows should make an attempt to replicate the historic materials in width, exterior grills vs. interior grills, etc.

Mr. Simmelink noted that the existing first floor windows are wood with metal cladding. One side has grills and the other side does not. The grills on those windows are on the inside. Mr. Gehr asked Mr. Simmelink what he plans to do to protect the existing wood jambs. Mr. Simmelink stated that he would need guidance from the window installer. Mr. Gehr stated that it would be preferable that the wood remain around the outside if it is in good condition without covering since it would help mask some of the vinyl. Mr. Simmelink indicated that he would retain the framing, with a small amount of trim at the top to compensate for settling of the building that has occurred. Ms. Wertman observed that if only the top two rows of windows are replaced the building will appear incongruent. Mr. Simmelink said because of the cost, he does not intend to replace the first floor windows.

Mr. Gehr stated that the nine-over-nine windows are replacements, but the frames are probably original. Mr. Bockmiller offered to research the building to determine what the original window configuration might have been. The original windows could have been two-over-twos which might reduce the cost of the replacement windows and make the windows resemble more closely what was there originally.

For this project, Mr. Bockmiller stated that the biggest issues are how the replacement units will compare with the historic window configuration. The windows to be replaced are on the second and third floors so there is some distance with regard to visibility. Another significant issue will be the proportion. Mr. Simmelink stated that because the windows are so large, the glass portion will dominate. The existing window frames are generally in good shape. Mr. Bockmiller suggested that Mr. Simmelink look into replacement sashes. Mr. Gehr also recommended that Mr. Simmelink research fiberglass windows since they are a little stronger and will not sag over time. Mr. Simmelink stated that his goal is to spend about \$400 per window. Mr. Gehr noted that with replacement windows there will probably not be enough room for a muntin bar since the windows are thinner and there is no material on which to rest the muntin bar.

**NEW BUSINESS:**

- Mr. Gehr welcomed the new commission members. All members present introduced themselves and stated their areas of expertise on the board. Mr. Gehr shared that he is a local architect and sat on Washington County's historic district commission for six years. As an architect, he has knowledge of materials for historic renovations. He has also worked on several historic projects in Hagerstown. Vickie Hrabal has a degree in interior design and recently opened a showroom on North Potomac Street. She has been a member of Hagerstown's Historic District Commission since 2008. Monica Wertman has a degree in fine art and design and a minor in art history. She is a local photographer. Steven Silas

is a relatively new resident to Hagerstown. He and his wife are retired, and he conducts lead inspections on pre-1950 rental properties. Sally Dozier is a lifetime resident of Hagerstown and does design work in kitchen and baths and architectural design.

- Mr. Bockmiller announced that the City is considering hiring Paula Reed to update the building rating system for the Downtown Local Historic District. The HDC had expressed an interest in the past about revisiting the existing rating system. As background, Mr. Bockmiller explained that in all of Hagerstown's historic districts the properties are rated based on their significance, with A-rated resources being the most important. Mr. Gehr added that a subcommittee of the HDC was formed earlier this year that reviewed properties in the Downtown Local Historic District and the commission's guidelines in terms of creating flexibility to accommodate economic development. As the subcommittee was considering various properties it became apparent that some buildings could be lost. Subcommittee members began questioning some of the ratings; that subcommittee will come back to the HDC in the future to review the properties in question, and if what buildings might be expendable in the interest of economic development.

**OLD BUSINESS:**

None.

**ANNOUNCEMENTS**

- Mr. Bockmiller announced that the City is planning a celebration for the 250<sup>th</sup> anniversary of the founding of Hagerstown on September 29 in the City Center. Some highlights so far include the possibility of having a replica of the Civil War Submarine C.S.S. Hunley and a premier of the new Hagerstown Government TV Civil War educational video.

**ADJOURN:** It was moved and seconded that the meeting adjourn (5:25 p.m.).

Date

8/24/2012

Debra C. Calhoun - Secretary