

Michael Gehr, chair, called the meeting to order at 4:45 p.m. on Thursday, October 25, 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 V. Hrabal, S. Silas, and M. Wertman. S. Bockmiller, Development Planner/Zoning Administrator and D. Calhoun, Secretary, were present on behalf of the Planning and Code Administration Division.

**APPROVAL OF MINUTES: October 16, 2012**

**MOTION:** (Hrabal/Wertman) Mr. Chairman, I move that we accept the minutes as presented.  
**DISCUSSION:** None.  
**ACTION:** APPROVED (Unanimous)

**CONSENT AGENDA**

None.

**DESIGN REVIEW**

**1018 Hamilton Boulevard - Courtney Ross, et al - Replacement Windows, Case No. HDC 2012-42**

Ryan Ross, 1018 Hamilton Boulevard, Hagerstown, Maryland; and Mike and Kathy DeLaquil, were present on behalf of the applicant.

Staff Report: This building is a B resource in the Oak Hill Local Historic District. Applicants seek approval to replace the existing windows with Great View vinyl windows. The proposed new windows are insulated with exterior grilles. Staff was unable to make a recommendation in the staff report on the proposed windows because the applicants did not provide manufacturer's literature. However, when the application was filed, the applicants promised to bring a window sample with them to the meeting. Mr. Bockmiller noted that the model seems to meet the guidelines, but requested that the commission verify that the grilles are permanently adhered to the glass and are not "snap-in" grilles.

Applicant/Commission Discussion: Mr. Gehr noted that the applicant has been before the commission several times for replacement windows. The sample window provided by the

applicant at this meeting appears to meet the commission's guidelines in that it has raised muntins. Mr. Gehr cautioned that the muntin configuration needs to match the existing window configuration which is six-over-one. There was no further discussion by the commission.

**MOTION:** (Hrabal/Wertman) 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 and configuration being six-over-one with raised muntins on the outside of the glass will be in harmony with the Architectural Guidelines for the Residential Preservation Districts and the character of the adjoining properties. Therefore, I move the HDC grant a Certificate of Appropriateness to the applicant for Case No. 2012-42.

**DISCUSSION:** None.

**ACTION:** APPROVED (Unanimous)

**37 South Potomac Street - John and Shelly McKee - Replacement Windows,  
Case No. HDC 2012-44**

Kevin Hoffman of HPG Windows and Doors, 18136 Oak Ridge Drive, Hagerstown, Maryland, was present on behalf of the applicants.

Staff Report: This building is a B resource in the Downtown Local Historic District. The applicant is proposing to replace four second floor vinyl windows (with interior grilles) and re-wrap the window frames. The window frames are currently wrapped with aluminum and the material has faded over time. Frames are proposed to be wrapped in a higher-grade aluminum to match the storefront. The new windows will be double-hung, six-over-six standard Colonial retrofit Eagle Talon windows made by Andersen. These are the same windows that the commission recently approved for the Hagerstown First Hose Fire Company. Seven-eighths-inch grilles will be applied to the glass on the inside and outside. No work is proposed for the four transom windows. Mr. Hoffman provided a sample window for the commission's inspection. Staff recommended approval of the application.

Applicant/Commission Discussion: Mr. Hoffman noted that the current windows are inexpensive vinyl replacement windows. The color of the new windows will be somewhat darker to match the storefront windows. There was no further discussion by the commission.

**MOTION:** (Hrabal/Wertman) 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 and the configuration being six-over-six with exterior muntins will be in harmony with the Architectural Guidelines for the Downtown Preservation District and the character of the adjoining properties. Therefore, I move the HDC grant a Certificate of Appropriateness to the applicant for Case No. 2012-44.

**DISCUSSION:**

None.

**ACTION:**

APPROVED (Unanimous)

**140 South Potomac Street - J & D Solution/Potomac Construction - Replacement Windows and Door, Case No. HDC 2012-45**

Kevin Hoffman of HPG Windows and Doors, 18136 Oak Ridge Drive, Hagerstown, Maryland, and Randy Dick of RMD Consulting, LLC, 21912 Beaverbrook Drive, Smithsburg, Maryland, were present on behalf of the applicants.

Staff Report: This building is a B resource in the Downtown Local Historic District. Mr. Bockmiller noted that this case was added to the agenda this afternoon because it is a City cooperative project and time is of the essence. The proposed windows are the same windows that the commission just approved in the previous case for 37 South Potomac Street. Several years ago the commission approved a demolition for this property; however, subsequently the City purchased the property and has been marketing the property. A group has agreed to purchase the property and would like to move in as soon as possible.

The extent of the work includes roof and trim repair, scrape and paint, which does not need HDC approval since it is routine maintenance. All windows will be replaced with Eagle Talon windows by Andersen. There is a variety of window styles on the building with the majority being one-over-one with a few prairie windows on the bay and two-over-two windows. The replacement windows will be designed to match what they are replacing. The structure was built around 1890.

A simple 1/12 pitch wood handicap ramp is proposed for the back porch up to the first floor. On the second floor back porch an existing window will be removed and replaced with a door. The new door will be tucked in behind the bay window. Staff recommended approval of the application as long as the new door is appropriate.

Applicant/Commission Discussion: Mr. Hoffman informed the HDC that the new door is an Andersen, extruded aluminum product. The grilles in the 15-light door will be on the outside and will have putty lines. Mr. Bockmiller pointed out that a 15-light door will be noticeably different than the other doors on the building. The commission felt that a single light door with a line at the

meeting rail would be the best option. Mr. Hoffman amended the application to include a door with a single window and a meeting rail.

**MOTION:** (Hrabal/Silas) 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 is not highly visible, it is on a porch behind a railing and if it is made to appear similar to the one-over-one windows next to it to make it less apparent that it is being changed from a window to a door it would be generally in harmony with the Architectural Guidelines for the Downtown Preservation District and the character of the adjoining properties. Therefore, I move the HDC grant a Certificate of Appropriateness for Case No. 2012-45.

**DISCUSSION:** Ms. Hrabal noted that her motion did not include the proposed replacement windows. She amended her motion to include that the new windows will match the configuration of the existing windows they are replacing. Mr. Silas agreed to the amendment.

**ACTION:** APPROVED AS AMENDED (Unanimous)

**WORKSHOP:**

None.

**NEW BUSINESS:**

None.

**OLD BUSINESS:**

**ANNOUNCEMENTS**

- The Economic Development Demolition Sub-Committee will reconvene on Thursday, November 1, at 4:00 p.m.

**Historic District Commission  
MINUTES**

**October 25, 2012  
City of Hagerstown, Maryland**

**ADJOURN:** It was moved and seconded that the meeting adjourn (5:10 p.m.).

11/15/2012  
Date

DC Calhoun  
Debra C. Calhoun - Secretary