

Robert W. Hershey, chair, called the meeting to order at 4:42 p.m., on Thursday, January 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 M. Gehr, V. Hrabal, M. Mallery, P. Reed, and K. Sanford. S. Bockmiller, Development Planner/Zoning Administrator and D. Calhoun, Secretary, were present on behalf of the Planning Office.

APPROVAL OF MINUTES: November 17, 2011, and December 8, 2011

MOTION: (Gehr/Mallery) I'll move to adopt.
DISCUSSION: None.
ACTION: APPROVED (Unanimous)

DESIGN REVIEW

138 West Washington Street - Raffie Ansari/Wareham Investments, LLC - Replace Storefront Windows, Case No. HDC 2011-41

Raffie Ansari, representing Wareham Investment, LLC, 2709 Gold Mine Road, Brookeville, Maryland, was present.

Staff Report: This is a B resource in the Downtown Local Historic District. Applicant proposes to replace the storefront windows along West Washington Street. Six aluminum frames with one-inch thick glass will be installed. The transoms above the east-most and the two west-most and one of the center windows will be replaced with painted glass, while the decorative glass transom above the entrance will be retained. The aluminum frames will be painted to match the window frames on the upper floors. Mr. Ansari came before the commission for a workshop several months ago. The window material will be the same as what was used at the Gourmet Goat on North Potomac Street. The window configuration will more or less be replicated. Each window will contain six panes, with two vertical elements per window. Staff recommended approval.

Applicant/Commission Discussion: Mr. Ansari had a sample window unit and a paint sample, which will match the paint color used on the upper floors of the building. The glass will be gray tinted glass. Mr. Ansari clarified that the transom windows will not be painted. Because of the tint, the drop ceiling support and other mechanical elements will not be visible. The wide band below the windows will stay. If, during construction, the band is deemed too deteriorated, they will replace it with wood. The tinted glass should help with energy savings for the building.

MOTION: (Sanford/Gehr) Mr. Chairman, I have inspected the project plans and the property in question and if constructed in accordance with these plans, I believe the project is compatible with the character of the district for the reasons that the pattern of fenestration and materials used are appropriate to the character of the district and to this property, the proviso being that the transom over the entrance is to be retained and with that proviso, I believe this project is compatible with the character of the district and the character of the adjoining properties and, therefore, I move that the HDC grant a Certificate of Appropriateness for Case No. 2011-41.

DISCUSSION: None.

ACTION: APPROVED (Unanimous)

Mr. Hershey thanked the applicant for attending a workshop prior to submission of his design review application.

University Plaza - West Washington Street - MSB Architects - Band Shell, Case No. HDC 2011-42

Scott Bowen, MSB Architects, Myersville, Maryland, was present on behalf of the City of Hagerstown.

Staff Report: This is a G resource in the Downtown Local Historic District. The applicant proposes to construct a fixed, covered band shell in the University Plaza with handicap accessibility. The proposed steps and ramp will be pre-cast concrete to match the existing concrete. The roof will be made of a clear polycarbonate material, supported by a painted, cantilevered steel structure. The band shell will be located against the former CVS building. The stage will be slightly raised and include a handicap ramp. Staff recommended approval.

Applicant/Commission Discussion: Mr. Bowen noted that the roof will be made out of corrugated metal instead of the polycarbonate to avoid the potential for yellowing. The will also use a simple tube railing. Staff had no objections to the revisions. There were no questions by the commission.

MOTION: (Sanford/Gehr) Mr. Chairman, I have inspected the project plans and the property in question and if constructed in accordance with these plans, I believe the project is compatible with the character of the district for the reasons it provides a reasonable enhancement to the open space area of the University of Maryland property and has really no deleterious effect to the character of the historic district and, therefore, is generally in harmony

with the character of the adjoining properties and the Architectural Design Guidelines for the Downtown Historic District. Therefore, I move that the HDC grant a Certificate of Appropriateness for Case No. 2011-42.

DISCUSSION:

None.

ACTION:

APPROVED (Unanimous).

400 Park Lane - Paul and Susan Pritchard - Install Fence; Create Door; Add Gutters, Case No. HDC 2012-01

Paul Pritchard and Susan Ford Pritchard, 400 Park Lane, Hagerstown, Maryland, were present.

Dr. Reed refrained from comment because of her personal relationship with the Pritchards.

Staff Report: This residence is a B resource in the Oak Hill Local Historic District. The applicants are asking for approval of three projects. The first request is for a 42-inch tall wooden Gothic picket fence with two gates in the back yard. The fence will be stained once the wood has seasoned. The second project entails converting a 36-inch wide window on the back of the house into a door. The new door will be a steel half-lite door with nine simulated divided lites. Lastly, certain sections of the roof do not have gutters. The applicants are proposing to install new six-inch, half-round, galvanized gutters and round downspouts where needed. The gutters and downspouts will be painted white. Since the application was received the applicants have amended it replace an existing section of four-inch gutters with a six-inch half-round gutter on the south elevation of the screened porch. The building has water damage in the basement and the intent is to move rain water away from the house. Staff recommended approval. The fence, door, and gutters are not visible from public ways. In addition, the back of the house is screened by trees and shrubs.

Applicant/Commission Discussion: The applicants had nothing to add and the HDC had no comments. Mr. Hershey thanked the applicants for their thorough application and Mr. and Mrs. Pritchard responded that staff was very helpful in guiding them through the application process.

MOTION:

(Mallery/Gehr) 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 because the fence and most of the other installation is not visible from the street; the door matches the window design, and the gutters are standard ones that we usually approve (half rounds) and it is generally in harmony with the character of Architectural Design Guidelines for the Oak Hill Residential

District, and the character of the adjoining properties. Therefore, I move that HDC issue a Certificate of Appropriateness for Case No. 2012-01.

DISCUSSION:

None.

ACTION:

APPROVED (Unanimous).

WORKSHOP:

305 North Potomac Street - Gerald N. Minnich Funeral Home - Roofing

Brian Kenworthy of Gerald N. Minnich Funeral Home was present.

Mr. Bockmiller stated that Mr. Kenworthy was before the commission about eight years ago for a consultation on what would be appropriate roofing material for this building. Currently the funeral home has a mixture of roof styles. One of the materials is green tile which is located on the dormers. Mr. Kenworthy needs to get the roof fixed permanently because of deterioration. The green tile is not manufactured anymore, although he found some tiles on the secondary market; however, they are expensive and hard to find. In addition, Mr. Kenworthy said he used a few to repair sections of the roof, but in the process the workers would break almost as many as they fixed.

Mr. Kenworthy is interested in the HDC's advice on alternative materials. Staff suggested a high-quality architectural shingle that is cut in a way to give the appearance of tile. The existing main roof is composed of green shingles and has come to the end of its useful life.

Mr. Kenworthy noted there are five different roofing systems on the building now: shingles, tile, asphalt, rubber, and silver. The tile roofing is a flat, square tile. Mr. Gehr suggested metal panels that will replicate the tile roofing. The metal panels are probably available in the color that they need. Mr. Kenworthy noted that with the dormers, the biggest thing you see is the dormers; the sloped part is covered with and is not visible. In addition, metal panels would be very expensive to cut because of the geometric angles. His preference would be to use shingles. There was speculation about what the original roofing material might have been—the building was constructed in 1831. Dr. Reed stated that the roof could have been slate or tile based on the age of the building. She suggested researching alternative roofing materials in publications such as *Old House Journal* or online. Whatever material is selected, it should be very textured and needs to be substantial or “beefy” to capture the thickness that the tiles project. She liked the idea of the metal roofing tile strips. Mr. Kenworthy was concerned about the cost associated with that material.

Mrs. Mallery noted that the roofing material is not the only unique feature associated with this building. The fenestration of the roof is also character defining. A good textural shingle might work. Mr. Kenworthy said the tiles are very thick and weigh approximately a pound apiece.

Dr. Reed stated that architectural shingles would be the least expensive solution as long as they convey the same texture. She informed Mr. Kenworthy that federal preservation tax credits would be available for this project, but they would not allow for architectural shingles. The State of Maryland also offers a 20% tax credit, but they are more difficult to get. The federal tax credits are less stringent, but the architectural shingles would probably not be approved. Washington County also offers a local tax credit. Mr. Kenworthy would be eligible to apply for all three tax credits. He could do all three programs for a total savings of 50%.

Mr. Kenworthy asked about whether he could use siding to cover up some of the painted areas such as the eaves and some of the decorative elements, not including the brackets. The paint on the eaves keeps peeling away.

OLD BUSINESS:

None.

NEW BUSINESS:

Proposed Changes to Historic District Review Process

Staff reviewed a memorandum from John Lestitian, Director of the Department of Economic and Community Development, to the City Administrator that outlines contemplated amendments to the Zoning Ordinance to make the ordinance less burdensome. A copy of the memorandum is in the meeting file. This memo was discussed with the Mayor and Council who gave staff permission to explore options for consideration.

One possibility is to amend the ordinance to allow applicants to pursue a Certificate of Hardship directly, rather than applying for and being denied a Certificate of Appropriateness first. Other processes slated for review include developing criteria for a staff recommendation to the Mayor and Council to endorse an economic development project and code amendments which would formalize approval criteria for a Certificate of Hardship.

Mr. Lestitian would like the HDC to discuss these proposed changes at the next several meetings to come up with language that addresses the procedural concerns while still preserving the Historic District Commission's process. Staff has not yet had an opportunity to draft any amendments for the commission's review. Mr. Bockmiller noted that amending the Zoning Ordinance does not require a recommendation by the HDC. The commission would be consulted and asked to be a part of the process. (Mr. Gehr left the meeting.)

**Historic District Commission
MINUTES**

**January 12, 2012
City of Hagerstown, Maryland**

Mr. Hershey asked staff to send out the existing document to the HDC so members can review it against the proposed changes. In addition, Mr. Hershey requested that Mr. Lestitian attend the next meeting for the discussion on the amendments.

ANNOUNCEMENTS

None.

ADJOURN: It was moved and seconded that the meeting adjourn (5:45 p.m.).

Date

Debra C. Calhoun - Secretary