

Michael Gehr, chair, called the meeting to order at 4:30 p.m. on Thursday, September 24, 2015, in the Conference Room, Fourth Floor, City Hall. A roster of the members of the commission and the technical posts they fill are on file and available upon request. Also present were commission members L. Allen, C. Crumrine, C. Davis, 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 – August 27, 2015:**

**MOTION:** (Davis/Wertman) So moved.  
**DISCUSSION:** None.  
**ACTION:** APPROVED (Unanimous)

**CONSENT AGENDA**

**930 The Terrace – Ann and Sarah Wolfe – Porch Alterations, Case No. HDC 2015-30.**

**213 South Prospect Street – Winslow and Judith Wheeler – Driveway Repair and Trash Enclosure, Case No. HDC 2015-31.**

**658-660 Oak Hill Avenue – Emory Rose for Barbara Bristow – Porch Alteration, Case No. HDC 2015-32.**

**90-98 West Washington Street (Hamilton Hotel) – Brick-In First Floor Windows Along Alley, Case No. HDC 2015-34.**

**36-40 North Potomac Street (Artist Lofts) – New Deck and Stamped Concrete Sign, Case No. HDC 2015-35.**

**20 West Washington Street (Grand Building) – Replace Storefront Windows, Case No. HDC 2015-36.**

Staff provided a sample of the window material that will be used for The Grand Building storefront window replacement (HDC 2015-36). In addition, the deck at 36 North Potomac Street has already been constructed due to an oversight; it is not visible from public ways.

There were no concerns raised from the audience, nor by the HDC.

**MOTION:** (Davis/Wertman) Mr. Chairman, I have reviewed the materials submitted in Case No. HDC 2015-30, 930 The Terrace; Case No. HDC 2015-31, 213 South Prospect Street; Case No. HDC 2015-32, 658-660 Oak Hill

Avenue; Case No. HDC 2015-34, 90-98 West Washington Street; Case No. HDC 2015-35, 36-40 North Potomac Street; and Case No. HDC 2015-36, 20 West Washington Street, 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 the cases as its own and grant Certificates of Appropriateness to the applicants in the aforementioned cases.

**DISCUSSION:** None.  
**ACTION:** APPROVED (Unanimous)

The chair noted a request by staff to modify the published agenda to add a case to the Design Review portion of the meeting. Property in question is at One East Franklin Street. There were no objections by commission members to add the case to the agenda.

**MOTION:** (Davis/Silas) So moved.  
**DISCUSSION:** None.  
**ACTION:** APPROVED (Unanimous)

## **DESIGN REVIEW**

### **269-270 South Prospect Street – WLR Management – Fence and Railing, Case No. HDC 2015-33.**

The applicant was not present.

### **17 East Avenue – Mark Bartel – Alterations, Case No. HDC 2015-37.**

Mark Bartel, 105 Autumnfest Court, Greencastle, Pennsylvania, owner of the property, was present.

Staff Report: This property is a “B” resource in the Downtown Local Historic District. Applicant proposes to renovate this building for offices. The portion of this application for a stairwell addition is incomplete and not for consideration at this meeting. (A workshop was held with the HDC on April 9, 2015; however, the addition was not discussed.) Proposed work on this building includes replacing all windows with one-over-one American Craftsman by Anderson “Series 50” single-hung vinyl windows with a flat frame exterior. The existing windows on the front facade

do not have muntins; the existing windows on the east side of the building are two-over-twos and the applicant is proposing one-over-one windows on this side and on the rear. Gutters and downspouts will be replaced with the same size and shape in either beige or a tan color. Siding on the rear will be replaced with Hardi-Plank cement board siding which will be painted beige or tan. Lastly, brick joint tuck-pointing repairs will be done and mortar color will be matched to the existing as close as possible.

Staff recommended approval of the windows, gutters, and siding, with the condition that the windows on the side have simulated two-over-two, true divided lights since these windows are very visible from public ways. The repointing does not require HDC approval. Approval shall not include the stairwell addition.

Commission/Applicant Discussion: Commission members recalled that Andersen Windows have been approved in the past. Mr. Bockmiller stated that the manufacturer's literature indicates that the selected windows can be obtained with exterior muntins rather than the sandwiched muntins described in the application. Mr. Bartel stated that the windows will be white. A roof replacement is also planned but it will not change in appearance.

There were no concerns by the commission and no objections to the staff recommendation. Mr. Bartel said exterior muntins may not be an option with the 50 Series window he selected. Mr. Bockmiller stated that exterior grilles are the primary driver of what type of replacement windows are appropriate in Historic Districts.

**MOTION:** (Wertman/Davis) Mr. Chairman, I have inspected the project plans and the property in question and if constructed in accordance with these plans, including that the side windows are replaced with exterior grille windows to replicate what is there with the two-over-two lights, the project will be compatible with the character of the district for the reasons that the materials, architectural detailing 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 2015-37.

**DISCUSSION:** None.

**ACTION:** APPROVED (Unanimous)

The portion of the application that references an addition was dismissed (no motion).

**One East Franklin Street – Eric Deike for the City of Hagerstown – Alteration, Case No. HDC 2015-39.**

Eric Deike, Director of Public Works for the City of Hagerstown, 51 West Memorial Boulevard, Hagerstown, Maryland, was present.

Staff Report: This property is an “A” resource in the Downtown Local Historic District. (There was no written staff report.) Applicant proposes to replace the bell tower railing system with vinyl replacement railings due to the severely deteriorated condition of the presumed to be original railing system. The railings are roughly 85 feet above street level. The unique design of the Colonial Revival wood railing system will be difficult to replicate in vinyl, therefore, the proposed vinyl railing system will not match the original exactly. The damage was discovered while scaffolding was assembled for the clock repair project. The City would like to take advantage of the scaffolding system that is already in place. To have railing custom made would take additional time and require the scaffolding to remain in place that much longer.

Dr. Reed was consulted this afternoon and questioned whether Dutchman or an epoxy was a viable option to repair the existing railing. She stated that vinyl railings would not last very long. Dr. Reed indicated in her email response to staff that City Hall is a prominent, City-owned building. The City of Hagerstown should display leadership and achieve the standards it expects of others. Preservation Maryland may have grant money available for the work. Due to the short turnaround time, he did not have an opportunity to research grant money. Mr. Bockmiller advised Mr. Deike that he needs to discuss with the HDC why it should allow an alternate material on an “A” resource. He agreed with Dr. Reed that the City should set an example. A good explanation as to why going to vinyl in this case is the necessary way to go.

Commission/Applicant Discussion: Mr. Deike explained the original plan was to replace the railing next year. The current deteriorated railing presents maintenance issues because workers cannot lean over the railing to paint. Once the scaffolding was in place for the clock replacement project, the City’s contractor realized the severity of the railing system’s deterioration. Replacing the railing immediately would permit the scaffolding to remain in place which would save effort and money. In addition, there is a question about the condition of the sub-framing.

Ms. Wertman questioned why the City has not monitored the condition of the clock tower more closely. It makes it difficult to hold business owners to a higher standard if the City cannot maintain its own building. She recommended replacing the railing as it is to match the original railing system. Mr. Deike said the cost estimate he received for the vinyl railing is \$10,000; however, he did not have an estimate for wood replacements. Ms. Davis asked if there is different substitute material that would replicate the historic walkway. Mr. Gehr suggested that a fypon material could be fashioned to match the original railing, but it would be difficult to attach. A compromise could be to use wood for the corners, possibly cap some elements with aluminum and use a vinyl balustrade.

Mr. Gehr had questions about flashing and the base of the rail. He suggested removing a small section to check the condition. Even a vinyl railing would need a secure base for attachment.

Ms. Davis agreed with Dr. Reed and Ms. Wertman about setting an example for the public. Mr. Bockmiller pointed out urn features on the clock tower which are shown on the original City Hall architectural drawings. He suggested it might be beneficial to try to work the urns back in to the design if resources could be found. Other commission members suggested that the City could launch a community funding campaign to restore the City Hall clock tower to its original appearance. Fypon would be a good material to consider for the urns since there is no existing original to replicate. Research may be necessary to determine whether the urns were installed or if they were just shown on the architectural drawings.

Mr. Deike stated that the clock tower was last painted 17 years ago. This time it cost the City \$46,500 to paint it. All four clocks on the tower have been repaired and are in working order. The City's fiscal year begins July 1, 2016. Any plans to replace the railings would occur during that fiscal year. Staff encouraged Mr. Deike to table the case until the next meeting to allow him time to gather more information on replicating the railings.

**MOTION:** (Davis/Wertman) I move to table to the next meeting.  
**DISCUSSION:** None.  
**ACTION:** APPROVED (Unanimous)

## **WORKSHOP**

None.

## **NEW BUSINESS**

Comprehensive Plan Update. Planning staff is in the process of updating the City's 2008 Comprehensive Plan. One policy item that the Planning and Code Administration Division would like guidance from the HDC is whether to include properties that staff has classified as "Unclassified Potential Landmarks" on the "Potential Landmarks" list in the Comprehensive Plan (see meeting file). Properties on the "Potential Landmarks" list in the Comprehensive Plan are reviewed for significance should a demolition permit be filed for a property on the list. Staff questioned whether the HDC would be interested in adding some of the properties on the "Unclassified" list or even including properties that are not on the list now to the "Potential" list.

Commission members were asked to drive around or visit Google StreetView to see if there are other properties that should be considered. Ms. Allen asked what criteria commission members

should use when considering other properties. Mr. Bockmiller will check with the Planning Director on the criteria and email the HDC with guidance for judging properties. Commission members also discussed extending existing historic districts, in particular the Downtown district to include the first few blocks of East Franklin Street or creating a new “mini” district to include East Franklin Street. Mr. Bockmiller explained that designating historic districts takes time since historic districts and landmark designations are functions of the zoning map. A recommendation could be placed in the Comprehensive Plan to add an historic district in this location. If the recommendation is adopted, then the process could begin to create a new district or extend the existing Downtown District. Adding properties to the Landmarks list will temporarily protect them from demolition if a demolition permit is requested for any of the properties on the “Potential” list. Demolition permits cannot be approved without approval from the Historic District Commission. Commission members were very interested in pursuing an extension of the Downtown district. Mr. Bockmiller asked if the commission wanted to include properties on Locust and Mulberry Streets in that some of the houses on these side streets are very old and characteristic of the earliest development in the city.

Alex Rohrbaugh of the Planning staff will be attending the October 8 meeting to make a presentation on the Comprehensive Plan update process.

**OLD BUSINESS**

Design Guideline Updates. Mr. Bockmiller reminded commission members to begin reviewing the Design Guidelines in preparation for discussion at the next meeting.

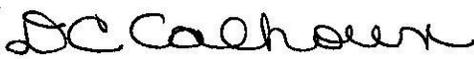
**ANNOUNCEMENTS**

None.

**ADJOURN**

It was moved and seconded that the meeting adjourn (5:56 p.m.).

10/8/2015  
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Approved

  
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Debra C. Calhoun – Secretary