

Michael Gehr, chair, called the meeting to order at 4:30 p.m. on Thursday, June 28, 2018, 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 Department.

**APPROVAL OF MINUTES: June 14, 2018:**

**MOTION:** (Davis/Silas) So moved (for approval).

**DISCUSSION:** None.

**ACTION:** APPROVED (Unanimous)

**CONSENT AGENDA**

**7 North Potomac Street – Change Health Systems – Signage, Case No. HDC 2018-21.**

**819 Oak Hill Avenue – Daniel E. Lodter – Roof Replacement, Case No. HDC 2018-23.**

**100 West Washington Street – Washington County Board of County Commissioners – Demolition/Safety Improvements/Lighting, Case No. HDC 2018-24.**

No one was present in the audience with comments or concerns about these cases. Mr. Bockmiller said the only concern on the staff level was with 7 North Potomac Street in that the applicant needs to ensure that the letters are mounted into the mortar joints to avoid damaging the bricks.

**MOTION:** (Davis/Wertman) Mr. Chairman, I reviewed the materials submitted in Cases HDC 2018-21, 7 North Potomac Street; HDC 2018-23, 819 Oak Hill Avenue; and HDC 2018-24, 100 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 these cases as its own and grant a Certificates of Appropriateness to the applicants for the aforementioned cases.

**DISCUSSION:** None.

**ACTION:** APPROVED (Unanimous)

**DESIGN REVIEW**

The order of the cases as listed on the agenda was re-arranged in that the applicant for Case No. HDC 2018-18 was not present initially.

**473 North Potomac Street – Bushey Feight Morin Architects – Hardscape Additions,  
Case No. HDC 2018-22.**

Mr. Gehr recused himself from the chair in that he is employed by Bushey Feight Morin Architects.

Norman E. Morin and Nichole Cordell, Bushey Feight Morin Architects, 473 North Potomac Street, Hagerstown, Maryland, were present.

Staff Report: (A copy of the staff report is in the meeting file.) This building is a B resource in the Potomac-Broadway Local Historic District. The applicant is requesting approval to create stacked stone landscape walls terraced in three 30-inch sections, 28 feet in length on each side of the existing brick stairs in the front of the building. Walls will be backfilled with top soil and landscaped with shrubs and perennials.

Staff had no recommendation on this case. There does not appear to be any evidence of a retaining wall in front of this house in the past. The commission has been critical in the past of the terracing of the front lawn of a nearby house on North Potomac Street, although the proposed stone material in this case has a more historical appearance than the previous case. The commission's architectural historian, Dr. Paula Reed forwarded email comments which Mr. Bockmiller read into the record (see meeting file). Staff noted that the stairs are set back further from the street than the terraced area in the other case on North Potomac Street.

Applicant/Commission Discussion: Mr. Morin presented photographs compiled by Ms. Cordell which showed a wall in front of the building sometime in the 1980s. The wall supported a patio with a balustrade on top. A tree fell down and damaged the structure. Mr. Morin cited maintenance problems with the hill. The proposed stone wall will be a backdrop to the landscaping. The proposed wall will be built with stacked, natural stone laid in a natural pattern and will be symmetrical. The existing stone wall is original to the house and is similar to the stone wall in front of the Kenworthy Funeral Home. The goal is to minimize the maintenance issue. The wall will be terraced every 30 inches. There will be no foundation; the stones will be stacked directly on the ground.

Ms. Wertman asked what type of stone will be used. Mr. Morin stated that the landscaper is proposing a flat stone and that will not be irregular and will match the horizontal lines of the building. The work was started by the landscaper. No building permits were necessary. All of the materials have been purchased.

- MOTION:** (Silas/Crumrine) 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 height, material, architectural detailing, general form and proportion are generally in harmony with the Architectural Design Guidelines for the Downtown District and the character of the adjoining properties. Therefore, I move that HDC grant a Certificate of Appropriateness to the applicant for Case No. 2018-22 and we have already included the notation from Dr. Reed regarding this property and its rustic stone appearance.
- DISCUSSION:** None.
- ACTION:** APPROVED (Unanimous)

Mr. Gehr re-assumed the chair.

**831 Oak Hill Avenue – Justina Aragon and Andrea Aragon – Deck and Window Alterations, Case No. HDC 2018-18.**

Andrea Aragon, 831 Oak Hill Avenue, Hagerstown, Maryland, was present.

Staff Report: (A copy of the staff report is in the meeting file.) This building is a B resource in the Oak Hill Local Historic District. Staff noted that the homes in this area are very close together so visibility to the back of the house is minimal. Applicant seeks approval to construct a new 20 x 12-foot deck with an optional trellis; and to replace an existing pair of windows with a Vytech “Potomac” vinyl bay window on the rear façade of the house. The new deck will be constructed with pressure-treated framing and composite deck flooring and white composite railing. The wood trellis will be painted white. Staff recommended approval. The rear of the house is not visible from public ways.

Applicant/Commission Discussion: Ms. Aragon provided manufacturer’s literature for the window that will be used. Mr. Bockmiller asked if the second floor railing is a recent addition. Ms. Aragon stated that the second floor railing will be replaced as part of this project to match the deck railing. Ms. Aragon amended her application to include that the second floor railing will match the railing on the deck. She pointed out that the trellis is an option depending on the cost of the project. Commission members had no issue with the trellis and the approval will be with or without the trellis.

- MOTION:** (Wertman/Davis) 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 districts, nothing can be seen from the street and the materials will make it look it compatible to what is around it. We are going to approve it with a trellis and Option B without the trellis so the option will exist to put the trellis on or leave it off. So

everything is generally in harmony with the Architectural Design Guidelines for the Residential 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 2018-18.

**DISCUSSION:**

None.

**ACTION:**

APPROVED (Unanimous)

**WORKSHOPS**

None.

**NEW BUSINESS**

None.

**OLD BUSINESS**

- Update on North Potomac Street Fire Station: Mr. Bockmiller informed the commission that the stained glass windows on the front façade of the fire house went in this morning. Previously, one side of the pair of windows was infill. The owner found the second original stained glass window set in the basement.
- With regard to the discussion at the last meeting concerning bringing together landlords, tenants, City of Hagerstown representatives, and Main Street, Ms. Wertman indicated that Main Street is on board and supports this meeting. Ms. Wertman indicated that she collecting names of architects, insurance agents, real estate agents, etc., to invite to the meeting. Ms. Davis suggested sending a survey to property owners and business owners. Staff cautioned about the wording of the survey. The survey will originate with the Main Street organization.

**ANNOUNCEMENTS**

None.

**Historic District Commission  
MINUTES**

**June 28, 2018  
City of Hagerstown, Maryland**

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**ADJOURN**

It was moved and seconded that the meeting adjourn (5:08 p.m.).

7/26/2018  
Approved

  
Debra C. Calhoun – Secretary