

Michael Gehr, chair, called the meeting to order at 4:32 p.m. on Thursday, January 31, 2019, 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, S. Silas, and M. Wertman. S. Bockmiller, Development Planner/Zoning Administrator; M. Flick, Planner; and D. Calhoun, Secretary, were present on behalf of the Planning and Code Administration Department.

**APPROVAL OF MINUTES: January 10, 2019.**

**MOTION:** (Wertman/Allen) I move we approve.  
**DISCUSSION:** None.  
**ACTION:** APPROVED (Unanimous)

**CONSENT AGENDA**

**Chelsea Becton/Beauty Palace – 138 North Potomac Street – Sign, Case No. HDC 2019-04.**

No one was present in the audience with comments or concerns about these cases. There were no questions or concerns raised by the HDC.

**MOTION:** (Crumrine/Wertman) Mr. Chairman, I reviewed the material submitted in Case No. HDC 2019-04 for 138 North Potomac Street, and its associated staff report and recommendations, and I have viewed the property in question. The staff report recommends approval of this application 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 this application. Therefore, I move that this commission adopt the staff evaluations and recommendations in the case as its own and grant a Certificate of Appropriateness to the applicant for Case HDC 2019-04.  
**DISCUSSION:** None.  
**ACTION:** APPROVED (Unanimous)

**DESIGN REVIEW**

**30 East North Avenue – Andrew Escalet – Extension of Original Approval,  
Case No. HDC 2016-31.**

Even though the applicant, Andrew Escalet, was not present, Mr. Bockmiller said the applicant has provided photos of the trim work and pillars he plans to install in accordance with the commission’s instructions. The photographs of the elements appear to meet the previous approval. Mr. Bockmiller stated that there is no constructive reason to deny the request for an extension.

- MOTION:** (Wertman/Silas) Mr. Chairman, I move we extend the time frame for the application of HDC 2016-31 until April 30, 2019.
- DISCUSSION:** None.
- ACTION:** APPROVED (Unanimous)

**35 North Potomac Street – WLR Property Management – Façade Alteration,  
Case No. HDC 2019-02.**

**39 North Potomac Street – WLR Property Management – Façade Alteration,  
Case No. HDC 2019-03.**

Kim Ewing, WLR Property Management, 1313 Orchard Way, Frederick, Maryland, was present.

Staff Report: These buildings are B resources in the Downtown Local Historic District. The applicant proposes to remove the retractable awnings on each side of the storefronts and cover the exposed areas with black “mirror glass,” which will match the existing black “mirror glass” around the front exterior (storefront). The awnings will not be reinstalled. Staff recommended approval. The proposed material will be consistent with the existing storefront material.

Applicant/Commission Discussion: Ms. Ewing stated that the existing retractable awnings are tucked into a recess in the building. After the awnings are removed, the recesses will be covered with plywood and the glass will be applied over the plywood. In addition any existing cracked glass tiles will be replaced and will present a consistent appearance across the storefront. Ms. Ewing stated that at this time there are no plans for the signboard area. Currently 35 North Potomac Street is rented. Mr. Bockmiller advised that the existing temporary signage covering the window openings must be replaced with professionally designed signage once occupied.

- MOTION:** (Crumrine/Wertman) Mr. Chairman, I have inspected the project plans and the properties in question, and if constructed in accordance with these plans these projects are compatible with the character of the district for the reason that the materials 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 Certificates of Appropriateness to the applicant for Cases No. HDC 2019-02 and HDC 2019-03, for 35 and 39 North Potomac Street.

**DISCUSSION:**

None.

**ACTION:**

APPROVED (Unanimous)

**140 West Antietam Street – WLR Investment Group/Chad Bohn – Site Plan for Parking Lot Revisions and Fence, Case No. HDC 2019-05.**

Kim Ewing, WLR Property Management, 1313 Orchard Way, Frederick, Maryland, was present on behalf of Chad Bohn who was unable to attend.

Staff Report: This building is a B resource in the Downtown Local Historic District. The applicant proposes to construct an 11-space parking lot to the rear of the building. Access would be via an easement across an existing parking lot to the rear. No direct access to West Antietam Street would be provided. Landscaping in accordance with the City’s Subdivision and Land Development Ordinance would be installed across the front (southern) edge of the parking area. A four-foot wide concrete sidewalk would be installed just off the east side wall of the building extending from the parking area to the front sidewalk. A five-foot tall ornamental metal fence with gate would be installed along the West Antietam Street sidewalk from the building to the adjacent building to the east to eliminate trespassing pass-through pedestrian traffic.

Several layouts of how to provide parking on this site were explored, and this layout was the best to meet the HDC’s design guidelines and the Subdivision and Land Development Ordinance’s standards for location of parking in the CC-MU Zoning District.

When the site plan came in the developer was proposing a one-way drive from West Antietam Street with an exit via the alley and angled parking. The proposal in front of the commission preserves the open area on the east side of the property. Staff and the applicant worked together to come up with the proposed plan. Mr. Bockmiller thanked WLR for working with staff. The fence elevations will be required to be embedded on the site plan.

Staff recommended approval.

Applicant/Commission Discussion: The HDC had no concerns; Ms. Ewing had nothing to add to the staff report. Mr. Gehr advised that the engineer should check with the owner of the adjacent property to make sure they are agreeable to the easement over their property providing access to the proposed parking lot from the alley.

**MOTION:**

(Crumrine/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 site design is generally in harmony with the Architectural Design Guidelines for the Downtown Historic District and the character of the adjoining properties. Therefore, I move the HDC grant a Certificate of Appropriateness to the applicant for Case No. HDC 2019-05 for 140 West Antietam Street.

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

**21-23 West Franklin Street – MSB Architects/Scott Bowen –Revision to Previously Approved Application, Case No. HDC 2018-46.**

Janelle Horst and Mckenzie Kidwell from MSB Architects, 1165 Imperial Drive, Suite 208, Hagerstown, Maryland, were present on behalf of Scott Bowen.

Staff Report: This building is an A resource in the Downtown Local Historic District. Since the application was approved in October of 2018, the applicant found another window model he would like to use. The proposed windows are Lincoln Quantum double-hung windows which are the same windows that the Commission approved for the Masonic Lodge project on South Potomac Street. Mr. Bowen also provided literature for the steel entry door on the east façade which will be a two-panel door with four lights. Staff recommended approval of the modification.

Applicant/Commission Discussion: Ms. Horst and Ms. Kidwell had nothing to add to the staff’s presentation. Commission members had no comments or questions.

**MOTION:** (Wertman/Silas) I move we approve the adjustment.  
**DISCUSSION:** None.  
**ACTION:** APPROVED (Unanimous)

**WORKSHOPS**

None.

**NEW BUSINESS**

None.

**OLD BUSINESS**

- Delta Building is down completely.

**ANNOUNCEMENTS**

None.

**ADJOURN**

It was moved and seconded that the meeting adjourn (5:00 p.m.).

2/14/2019

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Approved



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Debra C. Calhoun – Secretary