

Michael Gehr, chair, called the meeting to order at 4:35 p.m. on Thursday, January 23, 2014, 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 C. Davis, S. Dozier, 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: January 9, 2014.

MOTION: (Wertman/Davis) I move we approve the minutes from January 9, 2014.
DISCUSSION: None.
ACTION: APPROVED (Unanimous)

CONSENT AGENDA

6 West Washington Street – Dean Martin/Sign Here for Staffmark – Projecting Sign, Case No. HDC 2014-02.

43 South Prospect Street, #5 – Paul Wade/Restorations Unlimited, Inc., for Jeff Driscoll – Alterations, Case No. HDC 2014-03.

Staff had the following comments concerning the above consent cases. First, concerning the bracket for the proposed projecting sign at 6 West Washington Street, the bracket anchors should be drilled into the mortar joints and not the masonry units. With regard to 43 South Prospect Street, the new sills should be painted to match the rest of the sills on the building.

MOTION: (Wertman/Davis) Mr. Chairman, I have reviewed the materials submitted in Cases HDC 2014-02 and HDC 2014-03, and their associated staff reports and recommendations, including that for HDC 2014-02 the bracket for the sign be drilled into the mortar joints so the brick is not damaged if they have to be removed in the future, and for Case HDC 2014-03, that the materials for the sills be painted to match what is already there, 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 Certificates of Appropriateness to the applicants for Case Nos. HDC 2014-02 and HDC 2014-03.

DISCUSSION: None.

ACTION: APPROVED (Unanimous)

DESIGN REVIEW

**911 Potomac Avenue – Douglas and Kathy Wright – Replace Dormer Windows,
Case No. HDC 2014-01.**

Douglas Wright, Jr., 911 Potomac Avenue, Hagerstown, Maryland, was present.

Staff Report: Mr. Bockmiller stated that Mr. Wright provided specifications on an alternative window which was forwarded to the commission yesterday. Mr. Wright is amending his application to indicate use of BF Rich vinyl windows with exterior grilles. Staff recommended approval of the amended application. The proposed windows are ones that are consistent with others that have been approved by the commission in the past.

Applicant/Commission Discussion: Mr. Gehr summarized the discussion from the meeting on January 9. The original application was for vinyl replacement windows with the grilles between the glasses. The HDC asked the applicant to research whether the windows he had ordered could be retrofitted with exterior muntins or other windows that would allow exterior muntins. Mr. Wright stated that after researching the matter, the manufacturer of the windows he purchased informed him that the windows they selected could not be modified to meet the HDC's specifications. The BF Rich windows can provide the six-over-one configuration with exterior grilles.

MOTION: (Wertman/Davis) Mr. Chairman, I have inspected the project plans and the property in question, and if constructed in accordance with these modified plans, the project is compatible with the character of the district for the reasons that the windows will have the exterior grilles and will have the architectural detailing then that was historically present in this building, and they will be generally in harmony 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 2014-01.

DISCUSSION: None.

ACTION: APPROVED (Unanimous)

WORKSHOP:

227 South Prospect Street – Denise Ringley – Replacement Windows.

Denise Ringley, owner of 227 South Prospect Street, was present. Mr. Bockmiller explained that in October 2013 a violation notice was issued for windows that were installed without approval. Some of the windows were not visible or consistent with the guidelines and were approved.

However, two of the large plate glass windows were installed with grilles on the inside and were formerly two-over-two double-hung windows. Because of those windows' visibility, they need to be replaced with windows that meet the commission's guidelines on replacement windows.

Since that meeting, Ms. Ringley stated she researched different windows and found a manufacturer (PlyGem) that can make replacement windows that will meet the commission's specifications. She plans to use vinyl, double-hung windows with exterior grilles. Mr. Gehr noted that the windows in the catalog provided by Ms. Ringley are vinyl-clad wood windows. If Ms. Ringley's intent is to use vinyl windows to match those already installed, she may want to check with the manufacturer to see if they make the windows she selected in all vinyl.

NEW BUSINESS:

- Mr. Bockmiller informed the commission that he received a request that he look into doing a workshop on wood windows restoration. The person he spoke to recommended a craftsman in the Smithsburg area who would be willing to conduct the workshop for free as long as there a large enough space was provided. Mr. Bockmiller suggested that if the commission wanted to follow through on this offer that a possible time would be on a Thursday evening after an HDC meeting.

Mr. Gehr suggested that attendance by the HDC at this training session might count toward some of the commission's training credits for the MAHDC. Ms. Wertman stated she would need at least three weeks' notice. She also wanted to know if there is are any craftsman who would be willing to do a presentation on floor restoration.

OLD BUSINESS:

- Civil War Walking Tour Map. Mr. Bockmiller announced the map has been digitized and posted on the City's website as a virtual tour. Users can now access it as an interactive map.
- Mr. Gehr asked about the status of the HDC text amendment. Mr. Bockmiller stated that his supervisors are still reviewing it.

ANNOUNCEMENTS

None.

**Historic District Commission
MINUTES**

**January 23, 2014
City of Hagerstown, Maryland**

ADJOURN: It was moved and seconded that the meeting adjourn (5:05 p.m.).

2/27/2014

Approved



Debra C. Calhoun – Secretary