

Michael Gehr, chair, called the meeting to order at 4:32 p.m. on Thursday, April 24, 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 L. Allen, 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**

There were not minutes ready for approval.

**CONSENT AGENDA**

**72 East Antietam Street – Divine Blessings/Diane Robinson – Sign Grant, Case No. G 2014-01.**

**114 North Potomac Street – Wish Kitchens and Baths LLC/Mark Wishnow – Sign and Grant, Case No. HDC 2014-08.**

**130-132 North Potomac Street – Bob Jones – Replacement Windows, Case No. HDC 2014-12.**

Mr. Bockmiller noted that the window replacement application for Case No. HDC 2014-12 at 130-132 North Potomac Street is consistent with the workshop that was held at the last meeting on April 10. Ms. Allen observed that the sign for Wish Kitchens and Baths has already been installed.

**MOTION:** (Wertman/Silas) Mr. Chairman, I have reviewed the materials submitted in Cases G 2014-01, HDC 2014-08 and HDC 2014-12, and the grant applications for G 2014-01, HDC 2014-08, 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 Certificates of Appropriateness to the applicants for Cases G 2014-01, HDC 2014-08, and HDC 2014-12 and grant applications for Cases G 2014-01 and HDC 2014-08.

**DISCUSSION:** None.

**ACTION:** APPROVED (Unanimous)

**DESIGN REVIEW**

**115-117 South Potomac Street – Dr. Prasad Readdy – Replacement Windows,  
Case No. HDC 2014-09.**

Dale Ford, 6113 Appletown Road, Boonsboro, Maryland, was present on behalf of the applicant, Dr. Readdy.

Staff Report. This structure is a B resource in the Downtown Local Historic District. The applicant met with the commission for a workshop in March. The proposal is to remove the existing double-hung windows at 115 South Potomac Street (first floor) and install Pella wood replacement units, sized to fit the opening. All other windows will be replaced with B. F. Rich vinyl double-hung, one-over-one insulated glass, ½ screens, sized to fit opening. In addition, the applicant would like to replace up to six existing doors, jams, and transoms on the south side with fiberglass pre-hung units with transoms. All exterior window and door jams and sills will be painted. Staff recommended approval since the proposal is consistent with the HDC’s guidance at the workshop meeting.

Applicant/Commission Discussion: Mr. Ford stated that all wood will be primed and painted.

**MOTION:** (Wertman/Silas) 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 windows are going to be replacing existing ones, being double-hung, one-over-one; the materials are also in accordance with the guidelines for that area and where doors are being replaced, they are set back far enough that you cannot see the modern materials on the side. So everything is 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 2014-09.

**DISCUSSION:** None.

**ACTION:** APPROVED (Unanimous)

**33 West Franklin Street – Freedom Equity LLC – Signage, Case No. HDC 2014-10.**

Sheryl Bowers, Synergy Property Management, 111 South Potomac Street, Hagerstown, Maryland, was present on behalf of the applicant, Freedom Equity, LLC.

Staff Report. This building is an E resource in the Downtown Local Historic District. Applicant is requesting permission to replace the existing signage on the wall on the west side of the entrance to the parking lot with an aluminum “info panel” sign system. This signage system will

measure 17 feet tall by six feet wide. Wall signage will have a blue background with white letters. Individual letter signs identifying the building will be added to the front façade and the parking lot façade. These letters will be 18 inches tall. Pins for the individual letters must be set into the mortar joints. Staff recommends that any motion for approval be tied to the modern E-resource nature of the site.

Commission/Applicant Discussion: Mr. Gehr said he did not have any concerns with the modern nature of the signage system. His concern is with the size. Ms. Bowers stated that the building is 94% occupied. There are 14 spaces on the wall sign. The bottom sign would say “For Lease.” Currently there are several tenant names on the wall that are randomly placed. Mr. Bockmiller stated that the existing signs must be removed. Ms. Bower said any tenants that lease space will be required to purchase the insert for the signage on the east facing wall. Ms. Wertman had concerns about the bright blue color that will be used for the background on the tenant signage. Ms. Bowers pointed out that not much of the blue will be visible once the white lettering is added. Mr. Bockmiller stated that the design guidelines recommend a color that is complementary. Ms. Allen questioned the purpose of the proposed signage. Ms. Bowers informed the commission that the purpose of the sign is to direct people who are trying to get to the businesses in the building to turn left into the property’s parking lot. Mr. Gehr pointed out that the style of this building does not lend itself to projecting signage. Ms. Wertman stated that the color of the sign should blend better and suggested a maroon color instead of the blue. Ms. Bowers stated that the owner did not want the signage for his building to blend in with all the other red signs; he wanted his sign to stand out from the others.

Mr. Bockmiller stated that the application in front of the HDC is for a blue sign. The applicant either needs to amend the application or proceed with what was proposed (blue). Ms. Bowers asked if she could call the owner. Dr. Reed stated that a darker shade of blue would be more acceptable.

This application was tabled in order to give the Ms. Bowers an opportunity to discuss the commission’s recommendation for a change in the color of the signage with the owner of the building.

**227 South Prospect Street – Denise Ringley – Replacement Windows,  
Case No. HDC 2014-11.**

Denise Ringley, 227 South Prospect Street, Hagerstown, Maryland, was present.

Staff Report. This building is a contributing resource in the Prospect Street Local Historic District. The applicant is proposing to replace the picture windows with double-hung windows. Manufacturer’s literature and/or a sample window will be presented at the meeting. The selected window is a brand that was previously approved by the commission for other cases. (Staff noted that this is an active zoning violation case).

Applicant/Commission Discussion: Ms. Ringley had a sample of the American Craftsman windows, 1200 Series, she is proposing to use as replacements for the solid pane picture windows. Mr. Gehr had no objection to the new windows as long as the muntin bar remains the same. Ms. Ringley stated there should be no difference in the depth.

At the suggestion of staff, Ms. Ringley amended her application to include replacement of the picture window at 229 South Prospect Street with the same American Craftsman, 1200 Series, in this application, since it will need to be replaced as well.

**MOTION:** (Silas/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 windows are generally in harmony with the architectural design guidelines for the Residential Preservation Design Districts 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 2014-11. This approval also applies to the front windows at 229 South Prospect Street.

**DISCUSSION:** None.

**ACTION:** APPROVED (Unanimous)

## **WORKSHOP**

### **802 Forest Drive – Ashley and David Wood – Fence and Garden Shed.**

David Wood, owner of the property, was present.

Staff Presentation: Mr. Woods' property is at Forest Drive and Prospect Avenue and for the most part does not have a back yard. There are certain improvements he would like to make with regard to fencing and a shed to make the property more livable. These are items that typically would be located in the back yard if this property had one.

Mr. Wood told the commission he and his wife were not aware their house was located in an historic district. The shed has already been purchased. It is a painted wood shed.

Concerning the proposed fence, Mr. Wood indicated that the four-foot wood picket fence would be located behind existing trees. Mr. Bockmiller added that the Woods will also need to apply for variance for the height of the fence in the front yard.

Commission members observed that since the fence will be located behind trees, if it is painted a dark color such as brown or green, it should blend in and become almost invisible. Dr. Reed

asked if the pickets could be closer together. Mr. Bockmiller stated that according to the Zoning Ordinance, the gaps between the pickets must be equal to or wider than the width of the picket. Mr. Wood said he is building the fence himself so the pickets can be spaced to whatever specifications the City requires. Mr. Gehr and Dr. Reed would like to see the gaps between the pickets somewhat closer than 50%. The commission said it would be willing to work with the applicant to the greatest extent possible.

**DESIGN REVIEW - Continued**

**33 West Franklin Street – Freedom Equity LLC – Signage, Case No. HDC 2014-10 (tabled from earlier in the meeting).**

Sheryl Bowers was unable to reach the owner of the building to find out if he would be agreeable to changing the background sign color. Ms. Bowers asked if she could amend the application and include a range of colors from which the owner could choose. Mr. Bockmiller did not see an issue if the commission approved several color options such as navy blue, maroon, or dark green for the sign background. If the owner prefers to stay with the bright blue color originally proposed, he could come back to the next meeting for approval of the original color. Staff noted that procedurally if Ms. Bowers amended the application to include the above colors and the commission worked the colors into the motion, it should be fine. Ms. Bowers agreed to amend the application to include the colors navy blue, maroon, or dark green for the signage background.

**MOTION:** (Wertman/Silas) Mr. Chairman, I have inspected the project plans and the property in question, and if constructed in accordance with these plans, with the amendment that the vertical sign with the slide-in plates has the background of either a dark navy blue or a forest green or a maroon, then the project will be compatible with the character of the district for the reasons that the materials will then be 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 2014-10.

**DISCUSSION:** Mr. Gehr noted that the motion should state that the signage will be attached through the mortar joints, and that the signage replaces anything else on that particular wall, and that all signage will conform to the sign panel for future replacement or tenant changeover. Also, that as long as it is on the inserted sign panel of the same color with the white text the commission has no issue with that not coming back on an individual basis (for each tenant turnover). Mr. Bockmiller added that the motion should reflect that the reason this particular design is being approved is because the building is an E resource.

**ACTION:** APPROVED AS AMENDED (Unanimous)

(Reed and Wertman gone – quorum was lost.)

**WORKSHOP - Continued**

**157 South Prospect Street – Kim Winders – Rear Porch Reconstruction.**

**1018 Oak Hill Avenue – Jonathan McMaster – Garage Reconstruction.**

The above two workshop were continued until the next meeting.

**49 Jonathan Street – Mohammed Farokhzad – Replacement Windows.**

**67 West Franklin Street – Mohammed Farokhzad – Replacement Windows.**

Merle Saville and Mohammed Farokhzad were present for an impromptu workshop on replacement windows at the above two properties.

The property owner researched whether any of the windows could be saved vs. installing replacement windows. The contractor for the job, Ryan Cheeks, has not been able to contact David Gibney, the wood window restoration specialist. The owner believes it would be more efficient to do a total replacement so all the windows are similar. The replacements will be vinyl but made to look like wood, will have the same external grill work, and will have the same depth as the existing wood windows. The vinyl windows come with a screen that will be removed; however, there may be a half screen on the inside.

At 65-67 West Franklin Street, the commission stipulated that the existing muntin patterns must be replicated. Mr. Bockmiller has provided the owner with a photo of the bay window that was repaired without HDC approval. The owner stated that the bay window will be duplicated using windows with grilles. Concerning the window over the bay, Mr. Bockmiller advised the owner to check with either the Chief Code Official and/or the Fire Marshal to determine whether this window will meet egress specifications. It might need to be replaced with a casement window that resembles a three-over-six grill pattern.

Regarding 49 Jonathan Street, the windows on this building have a transom above the window. Separate windows will be installed in the transom area. These windows will not have grills. Half screens will be provided on inside.

Simonton is the name of the window that will be used in both buildings.

**NEW BUSINESS**

**2014 Preservation Awards.**

There were no projects that the commission were worthy of a nomination. No awards will be given for 2014.

**OLD BUSINESS**

- Mr. Silas asked if there was any progress on the demolition policy. Mr. Bockmiller stated that the draft is still being reviewed by his supervisors.

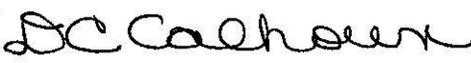
**ANNOUNCEMENTS**

- July 4<sup>th</sup> Event at Fairgrounds Park. Mr. Bockmiller put out a call for volunteers to help staff a booth at the City's fireworks event on July 4. If any members are interested, they should contact Mr. Bockmiller.

**ADJOURN**

It was moved and seconded that the meeting adjourn (5:50 p.m.).

8/14/2014  
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Approved

  
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Debra C. Calhoun – Secretary