

Christina Davis, vice chair, called the meeting to order at 4:30 p.m. on Thursday, May 28, 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, P. Reed, S. Silas, S. Taylor, and M. Wertman. S. Bockmiller, Development Planner/Zoning Administrator, and D. Calhoun, Secretary, were present on behalf of the Planning and Code Administration Division.

(NOTE: HDC revisions are indicated in red text.)

APPROVAL OF MINUTES.

Minutes were not ready for approval.

At the suggestion of staff, Case No. HDC 2015-17 for 20 West Washington Street was moved to the Consent Agenda.

MOTION: (Wertman/Allen) I move we move it to the Consent Agenda.

DISCUSSION: None.

ACTION: APPROVED (Unanimous)

CONSENT AGENDA

**20 West Washington Street – Grand Piano Building LLC/Michael Fitzgerald – Sign,
Case No. HDC 2015-17.**

Michael Fitzgerald of Grand Piano Building LLC was present.

Mr. Fitzgerald amended his application to include gold flake on the insides of the letters.

MOTION: (Wertman/Allen) Ms. Chairman, I have inspected the project plans and the property in question and if constructed in accordance with these plans, the sign that we just saw and just adding a little bit of gold leaf to the letters the sign is compatible with the character of the district for the reason that the it is made out of materials that are appropriate and its fits with the architectural detailing of the building, and 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. 2015-17.

DISCUSSION: None.

ACTION: APPROVED (Unanimous)

Mr. Bockmiller reminded Mr. Fitzgerald that he had submitted an application several months ago for the addition of a window on the east façade and façade lighting which staff deemed to be incomplete. The approval granted by the commission at this meeting does not include the window and the lights. Manufacturer's literature is still needed for the solar lighting proposed for this building. Once that information is received the HDC will be able to review that portion of the application.

DESIGN REVIEW

67 West Franklin Street – Carmel LLC/Mohammad Farokhzad – Window Replacement (Revision to Previously Approved Application), Case No. HDC 2014-16.

The applicant, Mohammad Farokhzad, Carmel Enterprises, and Jeff Smith of Cole Building Products in Frederick, Maryland, were present. Mr. Farokhzad is the owner of the property.

Staff Report: The applicant received approval last year to remove and replace existing deteriorated wood windows on the second and third floors with Simonton Windows, Reflections® 5500 Series, vinyl double-hung replacement windows with exterior grilles to match the existing grille pattern. Simonton is unable to make the windows per the HDC approval. Mr. Farokhzad has found another window manufacturer and would like to use vinyl Sunrise Windows instead. The manufacturer has assured Mr. Farokhzad that the window patterns found on the existing windows can be replicated, including exterior grilles. Staff recommended approval noting that although the HDC does not regulate color, a color other than white would be desirable due to the difficulty in reaching the windows to keep them clean.

Commission/Applicant Discussion: Mr. Smith noted that the Sunrise model will replicate the grille patterns. The grilles will be permanently glued to the glass with a simulated inside divider which will provide shadowing. Ms. Allen asked if this windows by this manufacturer have been approved by the commission previously. Mr. Bockmiller said no; but the grille pattern of the original windows must be replicated with the new windows. Ms. Allen had concerns about the glued grilles becoming dislodged. Commission members discussed whether or not to include screens in the approval, which was not part of the original approval. Mr. Bockmiller pointed out that in the initial approval specifically noted that the upper and lower sashes are not the same size and that that configuration must be retained. Mr. Smith indicated that this window model can do that and the meeting the rail division can be customized to whatever is required.

MOTION: (Silas/Wertman) Ms. 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 for the reason that the materials and architectural detailing of the windows 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. 2014-16.

DISCUSSION:

None.

ACTION:

APPROVED (Unanimous)

Mr. Bockmiller questioned the status of repairing the bay windows on this building.

Mr. Farokhzad stated that they will be redoing the windows to match the original windows (prior to their replacement). The bay will be painted using the original colors as well (beige and dark beige).

993 Potomac Avenue – Tanner and Roberto Rebeil – Fence, Case No. HDC 2015-14.

The property owner, Tanner Rebeil, 993 Potomac Avenue, Hagerstown, Maryland, was present.

Staff Report: This property is a B resource in the Oak Hill Local Historic District. Ms. Rebeil is requesting approval to install a paddock fence to enclose the rear yard. The wooden fence will be four feet tall and consist of 4 x 4-inch posts with six 1 x 4-inch cross sections. Staff noted that paddock fences are prohibited in front yards, and they are not recommended for rear yards unless their visibility is minimal. In this case, the fence will not be visible from public ways since the houses are quite close together. Therefore, staff recommended approval. The wood must be painted or stained once it has seasoned.

Applicant/Commission Discussion: Ms. Rebeil stated that the paddock-style fence was chosen because it matches the neighbor's fence.

MOTION:

(Wertman/Crumrine) Ms. 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 for the reason that the fence is setback it is not visible from the street, it is really close to the other property, and the reason it is being constructed as a paddock fence is because the neighbor already has it so there is some continuity there, but generally it wouldn't be a style that we would approve if it was visible, but generally it will be in harmony with the Architectural Design Guidelines for the Residential Historic District because of the reasons I stated above and the character of the adjoining properties. Therefore, I move that the HDC grant a Certificate of Appropriateness to the applicant for Case No. 2015-14.

DISCUSSION:

None.

ACTION:

APPROVED (Unanimous)

61 East North Avenue – Mr. Fix-It Home Services/Terry Jenkins for William Marjenhoff and Joyce Barrett (Owners) – Rear Alterations, Case No. HDC 2015-15.

Terry Jenkins of Mr. Fix-It Home Services, contractor, was present on behalf of the owners.

Staff Report: This property is a B resource in the Potomac/Broadway Local Historic District. Applicant is proposing the following work on the rear of the building:

- Install missing three- and four-inch round, white aluminum downspouts in various locations.
- Replace rotted window on second floor with a new, slightly larger (33 x 64-inch) repurposed white vinyl double-hung, four-over-four window with exterior grilles.
- Install a full-view white storm door on the back porch.
- Construct a 4 x 4-foot pressure-treated deck off the back porch to replace existing deteriorated concrete steps.

The rear portion of the house is not visible from public ways. The adjacent houses are very close to this house. This lot is approximately 40 feet wide and there is a 37-foot wide garage along the rear alley which allows almost no view of the rear of the house.

Staff recommended approval. The wooden deck must be painted or stained once the wood has seasoned; any pickets on the railing should give the appearance of a traditional porch railing which can be achieved by placing horizontal wood boards over the tops and bottoms of the pickets.

Applicant/Commission Discussion: Mr. Jenkins noted that all the work will be on the rear of the property. The rear portion of the house in question appears to be a later addition to the house. Commission members noted that the windows appear to be one-over-one windows and the new window will be a two-over-two window. Because of the lack of visibility into the rear yard, staff did not have a concern over the window patterns not matching.

MOTION: (Crumrine/Allen) Ms. 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 none of the work is visible from public ways and are 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-2015-15.

DISCUSSION: Ms. Wertman asked if the motion should reflect that the tops and bottoms of the porch railing pickets will be covered. Mr. Bockmiller asked Mr. Jenkins if he wanted to amend the application to include covering the tops and bottoms of the pickets. Mr. Jenkins agreed to amend the

application to include that the tops and bottoms of the pickets will be covered.

ACTION: APPROVED (Unanimous)

WORKSHOP

None.

NEW BUSINESS

None.

OLD BUSINESS

Design Guidelines Amendments: Economic Development Demolition Provisions.

Andrew Sargent, Downtown Manager for the City of Hagerstown was present to discuss with the commission the possibility of allowing temporary window scrims that would be used as marketing tools for vacant buildings in the Downtown area which he noted would inconsistent with of current HDC regulations. The idea would be to use them in the pop-up shops and could be used as a tool to help to jump start filling some of the vacant storefronts. They would not be advertisements for businesses, but inspirational “suggestions” of possible uses for the storefronts (see handout in meeting file). Currently there are two buildings that would be targeted for the scrims: the Hamilton Hotel and the Delta Hosiery Building, both in the unit block of West Washington Street. A sign company has offered to donate a window scrim depicting a sign company in the Hamilton Hotel space. For the Delta Building a bakery would be shown on one side and a coffee shop on the other side. Mr. Sargent stated that Main Street funding would pay for the scrims and as mentioned, the first one is being donated.

Commission and staff members discussed whether it would be possible to make a distinction between the temporary scrims used to market vacant buildings from the other scrims that have been installed downtown that are currently being pursued by staff as not appropriate for downtown storefronts. Mr. Bockmiller asked the commission to consider crafting a policy statement addressing the intent of the temporary scrims (i.e, the space is vacant and the purpose is to mask the vacancy and market it for occupancy), including setting parameters under which these types of scrims would fall.

Concerns were raised about possible challenges by business owners who have been identified as having scrims that do not meet the Design Guidelines. Mr. Bockmiller noted the scrims fall into two different categories: those that advertise a use in the storefront and those that will be used to

camouflage a vacant space and market it for a new business. Mr. Sargent added that if the scrim begins to deteriorate, his office should be notified so they can be replaced. Mr. Bockmiller noted that the City does not regulate “For Sale” or “For Rent” signs so these could be considered realty signs.

Based on the commission’s discussion, by policy scrim would be exempt and not subject to HDC approval, provided:

- Purpose is to market vacant properties for sale or rent.
- Space is vacant.
- Scrim graphic represents the highest and best use in the illustration.
- Coordinated through the City of Hagerstown’s Department of Community and Economic Development Department.
- If scrim is displayed more than nine (9) months it would need to come before the HDC for approval.

Mr. Bockmiller will draft the language based on the commission’s discussion and email it out for the commission’s review, then take a vote via email.

Mr. Sargent stated that there are four or five Main Street work groups and they may be coming to the HDC for approval of projects in the future.

MOTION: (Allen/Wertman) I move to approve the policy as stated.
DISCUSSION: None.
ACTION: APPROVED (Unanimous)

Demolition Guidelines and Window Lettering Guidelines.

Mr. Bockmiller stated that the Planning Director reviewed the proposed guidelines and had a few tweaks (see meeting file). The version included with the agenda packet contains Ms. Maher’s revisions. The “Window Lettering” section includes the commission’s changes from the last meeting.

Commission member had not concerns or comments with the Design Guidelines amendments.

MOTION: (Wertman/Crumrine) I move we forward it to the Mayor and Council.
DISCUSSION: None.
ACTION: APPROVED (Unanimous)

Staff-Approved Work.

Not discussed.

ANNOUNCEMENTS

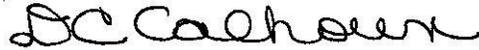
- Ms. Wertman announced a new magazine in Hagerstown that will cover all sports and fitness activities in Washington County. She handed out copies of the first issue which is dedicated to all high school athletes in Washington County who have gone on to college to play their sports. Future issues will include a “Coaches’ Corner,” fitness and eating tips, and advertising opportunities. New issues will be published every other month (five times a year). Copies are available at the Greens at Hamilton Run, Gold’s Gym, and several of the local AC & T convenience stores.
- Ms. Davis will not be able to attend the June 11 meeting.

ADJOURN

It was moved and seconded that the meeting adjourn (5:25 p.m.).

8/13/2015

Approved



Debra C. Calhoun – Secretary