

Michael Gehr, chair, called the meeting to order at 4:38 p.m. on Thursday, December 11, 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, C. Crumrine, C. Davis, and S. Silas. S. Bockmiller, Development Planner/Zoning Administrator, and D. Calhoun, Secretary, were present on behalf of the Planning and Code Administration Division.

APPROVAL OF MINUTES – August 28, 2014 and September 25, 2014.

MOTION: (Davis/Allen) So moved (to approve minutes from August 28 and September 25, 2014).
DISCUSSION: None.
ACTION: APPROVED (Unanimous)

Mr. Bockmiller introduced Chad Crumrine, who was sworn in earlier in the week and filled the vacancy created by the resignation of Sally Dozier.

CONSENT AGENDA

**823 Forest Drive – Bruce and Wendy Zimmerman – Replace Gutters,
Case No. HDC 2014-52.**

**102 West Irvin Avenue – Nida Bikle – Replace Gutters and Downspouts,
Case No. HDC 2014-53.**

**36 North Potomac Street – City of Hagerstown – Replace Rear Door,
Case No. HDC 2014-54.**

**36 South Potomac Street – City of Hagerstown – Second Floor Pedestrian Walkway,
Case No. HDC 2014-55.**

Regarding Case No. HDC 2014-55, the proposed pedestrian bridge will be located to the rear of the Walker Building; it will not be visible from public ways. Also, the replacement door at 36 North Potomac Street will be double doors with single lite glass. A double door is necessary due to the nature of the space (art gallery). The doors will only be visible from a public parking lot. The model of door to be used is consistent with the door that the HDC approved at 53 West Washington Street. (Mr. Silas arrived)

There were no objections or comments by the commission or from the audience.

- MOTION:** (Davis/Allen) Mr. Chairman, I have reviewed the materials submitted in Cases HDC 2014-52, 823 Forest Drive; HDC 2014-53, 102 West Irvin Avenue; HDC 2014-54, 36 North Potomac Street; and HDC 2014-55, 36 South Potomac 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 the aforementioned cases as its own and grant Certificates of Appropriateness to the applicants for these cases.
- DISCUSSION:** None.
- ACTION:** APPROVED (Unanimous)

DESIGN REVIEW

None.

WORKSHOP

114 North Potomac Street – Mark Wishnow – Proposed Carriage House Demolition.

Mr. Wishnow was not present; the case will be placed on the next agenda.

NEW BUSINESS

Election of Officers.

- MOTION:** (Silas/Allen) I make a motion for Mr. Michael Gehr to retain chairmanship of this organization.
- DISCUSSION:** None.
- ACTION:** APPROVED (Unanimous)
- MOTION:** (Allen/Silas) I make a motion that Christina Davis retain the vice chair position.
- DISCUSSION:** None.
- ACTION:** APPROVED (Unanimous)

OLD BUSINESS

- 442 North Potomac Street. Ms. Allen raised a concern previously about work currently underway on this property. She suggested that the owner might need some guidance. It started out as some scraping, painting, and some wood replacement. However, the owner may have gotten beyond the “maintenance and repair” stage. Mr. Bockmiller stated that the new owner was in the office approximately two weeks ago, at which time Mr. Bockmiller explained the difference between repair and replace. Ms. Allen is concerned that the work has stalled, although the break could be due to the weather. Staff will reach out again to the owner of this property.

ANNOUNCEMENTS

- Ms. Davis requested that staff put together a workshop for the commission on how to promote tax credits within the community. The information could also be placed on the City’s website, including approach, how the tax credits work, how to fill out an application. Many homeowners are not even aware that tax credits are available. This will be placed on the first agenda in February 2015.
- Mr. Gehr announced that he will be questionable for both January 2015 meetings as he may be called to serve on jury duty in Baltimore.
- Bridge of Life Project: Mr. Bockmiller was asked to check into what happened to the “metal” carrara glass that used to be on the front of the Snow White Grill property.
- The demolition approved for the building on West Antietam Street will be moving forward quickly. The permit requires that the leaded glass be preserved.
- On Monday, December 15, at 7:00 p.m., Dr. Reed will be presenting a lecture at the Washington County Free Library on historic churches. This lecture is a precursor to the Church Tour on December 26, 2014, from 3:00 to 7:00 p.m. CLG credits will apply for any commission member attending Dr. Reed’s lecture on the 15th of December.
- Planning Staff will be hosting an Open House for commission members in Room 407 on Wednesday, December 17, from 5:00 to 6:30 p.m.

ADJOURN

It was moved and seconded that the meeting adjourn (5:04 p.m.).

3/12/2015

Approved



Debra C. Calhoun – Secretary