

Christina Davis, vice chair, called the meeting to order at 4:30 p.m. on Thursday, July 9, 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, 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: April 23, 2015 and May 14, 2015.

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

CONSENT AGENDA

None.

DESIGN REVIEW

825 Forest Drive – Marcia Toder – Fence, Case No. HDC 2015-22.

Marcia Toder, 825 Forest Drive, Hagerstown, Maryland, was present.

Staff Report: This is a “B” resource in the Oak Hill Local Historic District. Applicant proposes to install a four-foot tall cedar picket fence along a portion of the south property line. The applicant does not propose to paint or stain the cedar fence, rather allowing it to weather naturally. Staff recommended approval, including not requiring that the cedar fencing material be painted or stained. Due to vegetation, the rear portion of this yard is not readily visible from public ways.

Applicant/Commission Discussion: Ms. Toder had nothing to add to the staff report. Mr. Bockmiller stated that cedar has natural preservation qualities and Ms. Toder added that cedar shake roofs are not usually painted or stained.

MOTION: (Wertman/Silas) Ms. Chairman, I have inspected the project plans and the property in question and if constructed in accordance with these plans, being that the fence and is not going to be visible from the front yard because the houses are close together and follow the style that was submitted, the project will be compatible with the character of the districts for the prior stated reasons, and is 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 2015-22.

DISCUSSION: Ms. Davis recommended that the motion be amended to note that the fence will not be painted or stained because it will be made of cedar and that material does not need to be painted. Ms. Wertman and Mr. Silas agreed to the amendment to the motion.

ACTION: APPROVED (Unanimous)

WORKSHOP

1019 Oak Hill Avenue – Robert Miller – Demolish and Rebuild Rear Garage.

Mr. Miller was not present.

NEW BUSINESS

- Mr. Bockmiller informed the commission that the Design Guidelines need to be updated in general and reviewed for what is working and what is not. Updates were last done in 2007. Dr. Reed said the guidelines need to address the vinyl windows that are allowed. Staff will set up a subcommittee of two or three members to start reviewing. Photographs and graphics will be updated at the same time.

OLD BUSINESS

- Ms. Allen questioned the status of the fire house on North Potomac Street. Mr. Bockmiller stated he has been checking in with the owners periodically and they are still trying to get their financing in line. The owners are aware that they need to work on the tower and the commission has already approved removal of the marquee. He noted that staff at the City's Economic Development Office are in regular contact with the owners and he will get more information from the City's Economic Development office.

Staff-Approved Work.

Mr. Bockmiller asked the commission for ideas for more items that could be included in staff approvals. Commission members included signage (anything that fits the commission's guidelines on signage) and backyard fences. Mr. Bockmiller pointed out that during the review of the guidelines other items may become apparent. It was decided that this will be done in conjunction

with the review of the design guidelines. In all cases when there is a project that is out of the ordinary, it will be placed on an agenda for review by the commission.

Alms House/1799 House.

Ms. Allen asked if the Alms House/1799 House is a Landmark. Mr. Bockmiller said it is. There are between six and eight landmark buildings in the city that have been determined to be individually significant. A procedure will be added to the Design Guidelines for review of Landmarks. Commission and staff discussed the history of the Alms House property, the Alms House cemetery, and outbuildings associated with the Alms House. It was noted that landmark protection does not extend to interiors. Interior protection can only be achieved by state-funded projects and easements. The commission expressed interest in touring the Alms House and Mr. Bockmiller said he would explore arranging a tour.

ANNOUNCEMENTS

The commission's recommendations on the Design Guidelines amendment will be forwarded to the Mayor and Council. It is scheduled for discussion on July 21, at which time the Mayor and Council will discuss the entire amendment package and the design guidelines will be part of that discussion.

ADJOURN

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

8/13/2015

Approved



Debra C. Calhoun – Secretary