



Town of Easton
Engineering, Planning and Zoning
14 S. Harrison Street Easton, MD 21601 410-822-1943
Easton Historic District

MEETING MINUTES
MONDAY March 25th, 2019

Members Present: Kurt Herrmann – Chairman, Kelly Pezor - Vice Chairman, Kevin Gibson Robert Arnouts and Grant Mayhew

Members Absent: Kevin Bateman, Bill Wieland,

Town Staff Present: Sierra Crist – Environmental & GIS Program Manager, Trevor Newcomb – Planning and Zoning Manager

Mr. Herrmann called the meeting to order at 6:04 p.m.

Opening statement given by the Chairman.

The Commission operates under the authority granted to it by section 701 of the Town of Easton Zoning Ordinance. And, I hereby open the record of the public hearing on cases heard this evening and, in accordance with our legal responsibilities, I enter into the record the following items: notice of the public hearing, adopted design guidelines, resumes of commission members and any consultants used by the Commission, records of any previous meetings, and any letters to the Commission on a case.

*The decisions of the HDC may be appealed within 30 days of approval.
General Order of the hearing of Applications*

Introduction of the application by the presiding officer

- *Presentation by the applicant or his agent*
- *Questions by members of the Commission*
- *Public comment*
- *Petitioner rebuttal*
- *Discussion and consideration by the Commission*
- *Decision motion and statement of Basis for Decision*

The applicant may withdraw the application at any time up to when the vote is taken. A Certificate of Appropriateness shall lapse upon the expiration of the corresponding Building Permit. For applications that require a building permit but for which none is issued, this Certificate of Appropriateness shall lapse six (6) months after its issuance. In the event a building permit is not required, the Certificate of Appropriateness shall lapse six (6) months from its issuance if substantial work is not underway. For good cause shown, this period may be extended by the Commission.

I will now entertain a motion to accept the agenda for this evening.

Upon motion of Mr. Gibson and seconded by Mrs. Pezor, the Commission voted 5-0 to approve the agenda for the 2019-3-25 meeting as submitted. The Commission proceeded with the agenda item for new business.

Upon motion of Mr. Gibson seconded by Mrs. Pezor, the commission voted 5-0 to approve the request as submitted.

Historic District Guideline references: PG 67 R2

21-2019 **Multiple Locations** **Cassandra Vanhooser**

6:22 p.m.

Cassandra Vanhooser, Tracy Jenkins – archeologist, and Cindy Land – researcher for the hill project were present on behalf of the request. Ms. Vanhooser added that she had misunderstood her order of operations and was not able to receive approval from the Historic District tonight but would still like to give the presentation.

Ms. Vanhouser said there are four components to the plan for the guided tour of the Hill – hanging banner, signs, brochure and the website. The request was for the installation of 12 signs to be placed throughout the Hill.

Mr. Herrmann started by introducing the statement that the request is for a multiple application request. Mr. Herrmann expressed concern about the proposed location of these signs such as not being in the Town Right-of-Way and public safety concerns. Mr. Herrmann stated he felt the height was too tall and that the other historic signs in town are flat and not as obstructive from view.

Mrs. Pezor added her agreement of the concern of the size. She asked if the brochure has the same information and if the size of the sign could be reduced to eliminate duplicate information.

Mr. Arnouts stated he felt it was good for the concept, but was concerned about the size of the sign and feels that there is an overwhelming number of signs in the neighborhood. The purpose of informing the public is good, but the presentation is not. Mr. Arnouts added that the over use of signs tends to create ignorance to the actual presence of them and thus diminishes the effectiveness of the individual sign.

Ms. Vanhooser state she will work with the Town Manager and the Mayor on selecting ideal locations. After the locations have been finalized, the applicants will return to the Commission.

Upon motion of Mrs. Pezor and a second by Mr. Arnouts, the Commission voted 5-0 to table the request pending the following information:

1. The applicant shall revisit the size, height and orientation of the signs to be lower, flatter and angled.
2. Applicant shall get approval from required agencies and landowners for the location of each sign.
3. The applicant shall resubmit a revised application with detailed drawings of the proposed location of each sign.

21-2019 **33 S Aurora Street** **Kerry Folan**

6:42 p.m.

Kerry Folan was present on behalf of the request.

Ms. Folan explained the nature of the request to enclose a portion of the existing porch. Ms. Folan explained the intent to match the roofing with the existing pitch and material.

Upon motion of Mr. Arnouts seconded by Mrs. Pezor the commission voted 5-0 to approve the request as submitted.

Historic District Guideline references: PG 59 NR 3

OLD BUSINESS:

6:47 p.m.

15-2019 **14 S Harrison Street** **Don Richardson**

6:47 p.m.

Mr. Richardson was not present. Mr. Newcomb was present on behalf of the request.

Mr. Newcomb provided an image to the Commission but did not have any additional information.

Mr. Herrmann explained a conversation that the Mayor, Town Manager and himself regarding the Town building work being a phased project to restore the existing arches and to relocate the door to the center of the front. Mr. Mayhew has started conversations with MHT for grant funding to begin this work. Mr. Mayhew delivered some information he had collected about the Stories of the Chesapeake and Preservation Maryland grant programs. Mr. Mayhew stated that the grants will open in the summer.

After further discussion regarding the Historic Districts willingness to seek opportunities for grant funding to restore the front façade, the Historic District requested the following:

1. The Town submit a revised application which reflects the full scope of work.
2. Submit photographs of existing conditions.
3. Submit description of proposed alterations.
4. Submit a Comprehensive project plan of which the Historic District understands will be as follows:
 - Phase 1 – security measures and doors in the middle any thing that will be approved will be compatible with phase 3.
 - Phase 2 – funding search
 - Phase 3 – restoration of the building façade with specific attention to the original arches.

Given the conditions listed above, a motion was made by Mrs. Pezor and seconded by Mr. Mayhew to continue the tabled motion for the request 5-0.

MINUTES AND ADJORNMENT

7:14 p.m.

Upon motion of Mrs. Pezor seconded by Mr. Gibson voted 5-0 to approve the minutes of the 2019-3-11 meeting as submitted including acknowledgement of the 2019-3-21 site visit to 118 South Street.

DISCUSSION

7:20 p.m.

Upon motion of Mr. Gibson seconded by Mrs. Pezor the Commission voted 5-0 to adjourn the meeting at 7:20 p.m. and will meet again at the next regularly scheduled meeting on Monday April 8th at 6 p.m.