



Mayor & Council of Berlin

10 William Street, Berlin, Maryland 21811

Phone 410-641-2770 Fax 410-641-2316

www.berlinmd.gov



**Town of Berlin
Historic District Commission
March 04, 2020– 5:30 PM
Berlin Town Hall – Council Chambers**

- 1. Call to Order**
- 2. Agenda Adoption**
- 3. Approval of Minutes- February 5th, 2020**
- 4. 15 William Street – Signage**
- 5. 3 South Main Street - Signage**
- 6. Comments from the Public**
- 7. Comments from the Chairman**
- 8. Comments from Staff**
- 9. Comments from the Commissioners**

Any persons having questions about the above-referenced meeting or any persons needing special accommodations should contact Dave Engelhart at 410-641-4143. Written materials in alternate formats for persons with disabilities are made available upon request. TTY users dial 7-1-1 in the State of Maryland or 1-800-735-2258 outside Maryland.

Town of Berlin
Historic District Commission
February 5, 2020

The Historic District Commission meeting for February 5th, 2020 was called to order by Chairman Carol Rose at 5:30PM. Members present were Carol Rose, Robert Poli, Laura Stearns, Mary Moore and Norman Bunting. Staff present were Planning Director Dave Engelhart and Permit Coordinator Carolyn Duffy.

Chairman Carol Rose called for a motion to adopt the February 5th, 2020 agenda. Mr. Robert Poli made the motion to approve the agenda. Mrs. Mary Moore seconded the motion and it was unanimously accepted by the commission. Chairman Carol Rose called for a motion to approve the minutes from the December 4th, 2019 meeting. Mr. Norman Bunting made the motion to approve the minutes from the December 4th, 2019 meeting. Mrs. Laura Stearns seconded the motion and it was unanimously accepted by the commission.

Chairman Carol Rose stated it was time for the election of Chairman and Vice Chairman for this year. She stated she would open the floor for nominations for the position of Chairman. Mr. Norman Bunting made the motion for Chairman Carol Rose to remain seated as Chairman. He then nominated Mrs. Carol Rose as Chairman and Mr. Robert Poli as Vice Chairman. Mrs. Mary Moore seconded the motion and it was unanimously accepted by the commission.

Chairman Carol Rose called Case # 2-5-2020-01 for Mr. Ernest Gerardi for 509 South Main Street requesting vinyl fencing for his property. Chairman Carol Rose asked Mr. Gerardi to explain what he wanted to do on the property. Mr. Gerardi stated that at 509 South Main Street he was remodeling inside and out. He has the outside landscaping to do and they just finished the kitchen cabinets. He stated he wanted to get the approval to put up fencing on the south side of the property and a privacy fence on the rear. The adjacent property used to be a part of this property he stated but they cut out a portion at 511 South Main. The privacy fence would be the same as what he put at 102 Bryan Ave. He would have a 3-foot picket fence in the front coming back 75 foot. Mr. Gerardi stated that the house next door is close to the property line and he wants to give his house privacy. He stated the material he will use will be the same as what 511 South Main has on its front and side porch with the same style caps. He stated he wanted it to fit in not to stick out.

Mr. Norman Bunting stated he had no problem with fencing because it was not a permanent structure. Mrs. Mary Moore stated behind the house was bamboo. Mr. Gerardi agreed he stated he has tried to remove it. Mr. Poli was fine with it. Mrs. Mary Moore stated it was so nice to see that entrance into town and the houses coming back to life. Chairman Rose wanted Mr. Gerardi to tell the commission about the floors he had put in and where the flooring had come from. She said it was 5 1/2 pine heart wood that he put in. Discussion continued about the improvements that had been done.


Chairman Carol Rose called for a motion to approve Case # 2-5-2020-01. Mr. Robert Poli made the motion to approve Case # 2-5-2020-01. Mrs. Mary Moore seconded the motion and it was unanimously accepted by the commission.

Chairman Carol Rose called Case # 2-5-2020-02 requesting signage. Mrs. Lynsey West came forward. She stated they are proposing repainting the sign that is located at 12 William Street. It used to be the location of the Dusty Lamb. They are planning on taking it to Sun Signs to have them paint it for them. Mrs. West stated her husband wants it to say Law Offices of. Then the company names then their names at the bottom. Then for it to say licensed in Florida & Maryland. Chairman Carol Rose thought it looked great. Mrs. Moore stated this is like the second generation of Coates & Coates. Mrs. West stated they were excited to be back in Berlin. Mrs. Stearns thought it was an idea spot for there office. Mr. Poli thought it looked nice also.

Chairman Carol Rose called for a motion. Mr. Norman Bunting made the motion to approve Case # 2-5-2020-02 for signage. Mrs. Mary Moore seconded the motion and it was unanimously accepted by the commission.

Chairman Carol Rose asked for any comments from the public. There were none. Comments from staff, Mr. Engelhart stated that Mike Queen was in the office today and he is getting close to drywalling the other unit. He stated he was going to hold off on the back portion where the drive thru was. Discussion continued about what would work for that location. Mr. Engelhart stated they had conversations with State Highway but until he comes up with what he wants to do there it's at a standstill. Chairman Carol Rose thanked staff. With nothing else on the agenda Chairman Carol Rose called for a motion to adjourn. Mr. Robert Poli made the motion to adjourn. Mr. Norman Bunting seconded the motion. Meeting was adjourned at 6:09PM.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read 'Carolyn Duffy', written in dark ink.

Carolyn Duffy



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HISTORIC DISTRICT COMMISSION APPLICATION

Date: 1/28/20 Subject Property Location: 15 William St. Case #: B-42020-03

Property Owner: John Burbage Owner Phone #: 410-973-2557

Owner Address: Beach Gypsy 15 William St. Owner Email: christine@beachgypsy.co

Agent/Contractor: Steel-N-Glory Agent Phone#: 443-447-4215

Work Involves: ☐ Alterations ☐ New Construction ☐ Addition ☐ Demolition ☒ Sign ☐ Other

DESCRIPTION OF WORK PROPOSED:

24" Round hanging sign

DOCUMENTS REQUIRED TO BE FILED WITH APPLICATION

All required documents must be submitted to the Planning Department prior to at least three (3) weeks prior to the next regularly scheduled hearing. Failure to include all the required attachments and/or failure of the applicant or his/her authorized representative to appear at the scheduled meeting may result in postponement of the application until the next regular scheduled meeting. If an application is denied, the same application cannot be resubmitted for one year from date of such action. The Berlin Historic District Commission Rules and Regulations are available for review in the Town of Berlin Planning Department.

The following items, if applicable, must be provided to Town Staff in order for the proposal to be considered:

1. Site plan.
2. Scaled drawings of plans and/or elevations of the proposal, or in the alternative, a scale model.
3. Color photographs of the existing structure, the area to be altered and close-ups of architectural details.
4. For a proposed new structure, photographs of the subject site and all buildings in the immediate vicinity.
5. All photographs shall be printed on 8½ x 11 paper or provided in digital format, and shall be labeled with a description of the contents of the photographs.
6. Samples of materials or copies of manufacturers product literature.

The applicant, or an authorized representative, has been advised to appear at the meeting of the Berlin Historic District Commission scheduled for 3/4/2020 (date). 5:30pm

Applicant Signature: [Signature] Date: 2/3/20

APPROVED:

Historic District Commission Chair (Date)

Planning Director (Date)





sign



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HISTORIC DISTRICT COMMISSION APPLICATION

Date: 2-6-2020 Subject Property Location: 3 South Main Case #: 03-4-2020-04
Property Owner: Patti Bacher Owner Phone #: 410-600-5688
Owner Address: 314 N Main Berlin MD Owner Email: pattimant15@gmail.com
Agent/Contractor: Sun Signs Agent Phone#: _____

Work Involves: ☐ Alterations ☐ New Construction ☐ Addition ☐ Demolition ☒ Sign ☐ Other

DESCRIPTION OF WORK PROPOSED:

new hanging sign

DOCUMENTS REQUIRED TO BE FILED WITH APPLICATION

All required documents must be submitted to the Planning Department prior to at least three (3) weeks prior to the next regularly scheduled hearing. Failure to include all the required attachments and/or failure of the applicant or his/her authorized representative to appear at the scheduled meeting may result in postponement of the application until the next regular scheduled meeting. If an application is denied, the same application cannot be resubmitted for one year from date of such action. The Berlin Historic District Commission Rules and Regulations are available for review in the Town of Berlin Planning Department.

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The applicant, or an authorized representative, has been advised to appear at the meeting of the Berlin Historic District Commission scheduled for 3-4-2020 (date). 5:30pm

Applicant Signature P. Bacher Date 2-6-2020

APPROVED:

Historic District Commission Chair (Date)

Planning Director (Date)

our logo



← 24"

12"