



**HISTORIC DISTRICT COMMISSION
WEDNESDAY, May 5, 2021
5:30 PM**

EFFECTIVE 05/03/2021: BY ORDER OF MAYOR ZACK TYNDALL: All Board and Commission Meetings will be held in-person with NO public in attendance and will be streamed live on Facebook for viewing only.

Meeting packets will be posted by 5:00 p.m. on the Friday before the meeting.

- Advance questions will be accepted until 12:00 PM/NOON on the day of the meeting. Submit to:
 - Email: info@berlinmd.gov; please use Meeting Questions as your subject
 - Fax: 410-641-2316
 - Mail: Berlin Town Hall, Attn: Meeting Questions, 10 William St., Berlin, MD 21811. Mail should be posted no later close of business on the Friday before the meeting to help ensure delivery.
 - Drop boxes Town Hall – one is at the rear of the building on the parking lot, and the other is at the corner of Bay and Williams Street on the building.
- Questions and Comments during the meeting:
 - Unless a Public Hearing is being held, questions and comments will NOT be taken via Facebook.
- **PUBLIC HEARINGS**: If a public hearing is scheduled, questions will also be taken via Facebook during the Public Hearing portion of that meeting. A staff member will monitor the questions for duplicates, language, and appropriateness to the Public Hearing topic. Responses will be given out loud via the live stream; they WILL NOT be given via the comments on Facebook.

Meeting attendance will be limited to Board and Commission members, authorized personnel, and presenters as appropriate.

To watch the Meeting on Facebook, please click on the blue Facebook icon at the top of any page on the Town website, www.berlinmd.gov, or type @berlinmd in the Facebook search bar.

Your patience and understanding as we work to meet the restrictions on gatherings while still conducting Town business is truly appreciated.

To receive future meeting notifications directly to your email, please sign-up at the bottom of any page on [our website](#).



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

May 05, 2021– 5:30 PM

Berlin Town Hall – Council Chambers

- 1. Call to Order**
- 2. Agenda Adoption**
- 3. Approval of Minutes- April 7, 2021**
- 4. The Buzz Feed Meadery- 21 Jefferson Street**
- 5. The Globe – 12 Broad Street – New Lighting Fixtures**
- 6. Comments from the Public**
- 7. Comments from the Staff**
- 8. Comments from the Commissioners**
- 9. Comments from the Chairman**
- 10. Adjournment**

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
April 7, 2021

Chairman Carol Rose called the April 7th, 2021 Historic District Meeting to order at 5:31PM. Member's present were Carol Rose, Mary Moore, Laura Stearns, Robert Poli and Norman Bunting. Staff present was Planning Director Dave Engelhart and Permit Coordinator Carolyn Duffy.

Chairman Carol Rose called for a motion to adopt the April 7th, 2021 agenda. Mr. Norman Bunting made the motion to approve the April 7th, 2021 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 March 10th, 2021 meeting. Mrs. Laura Stearns made the motion to approve the minutes from the March 10th, 2021 meeting. Mrs. Mary Moore seconded the motion, and it was unanimously accepted by the commission.

Chairman Carol Rose called Case # 4-7-21- 05 for Mr. Matt Borrelli, 119 North Main Street for signage. Chairman Carol Rose stated that Mr. Borrelli was opening a business called Sterling Tavern and was requesting signage. Chairman Carol Rose asked Mrs. Laura Stearns if she had any questions. Mrs. Stearns replied no it looks awesome. Mrs. Mary Moore liked the signage thought it was classic. Mr. Robert Poli agreed. Chairman Carol Rose called for a motion for Case # 4-7-21-05. Mr. Robert Poli made the motion to approve Case # 4-7-21-05 for the signage. Mrs. Mary Moore seconded the motion, and it was unanimously accepted by the commission.

Chairman Carol Rose called Case # 4-7-21-06 for 101 William Street, Mrs. Heidi Johnson. Chairman Carol Rose asked Mrs. Johnson to explain what they were planning to do. Mrs. Johnson stated they were planning on making the existing parking lot where they now have tables they want to put in a floating deck with natural wood. Trying to make it look more aesthetic to put the tables on the boards. She stated it would be a 15 x 18 wood deck stained. Mrs. Johnson stated they are going to the County next month for a beer and wine license. They are required to have a closed in area; they are asking for a natural wood fence to go around it that would be stained. There are a couple of outlets outside looking into doing the LED string lights. They have poles that the lights will hang on and would come back to the building. Mrs. Johnson stated they have an existing window they want to use as a pickup window so if people do not want to come inside, they can use the pickup window. They are going to have it so people can pay at their tables. They are not getting rid of the inside dining area. Mrs. Johnson stated they have put in an eight-seat bar. They also have tables that are in front of the windows. They are trying to open another register, so people do not have to wait. They are trying to expand. Mrs. Mary Moore liked the idea of covering the asphalt. Mrs. Johnson stated they will have a handicap ramp to keep people from tripping. They must run the ramp to the wall. Planning Director Dave Engelhart asked Mrs. Johnson about the location of the window compared to the location of the ramp. Mrs. Johnson stated about 2 to 3 feet away from the ramp. Mr. Engelhart questioned this because he wanted to make sure it would be ADA compliant. He stated there cannot be any obstructions. He commented on the shelf that was located on her drawing and told her if that protruded into that space or location of the ramp for ADA it could not be there.

Mrs. Johnson said the shelf would be there for someone to lay their purse down on. Mr. Engelhart told her the area must be compliant for everyone even people on crutches no matter what Mr. Engelhart stated he would work on this with Mrs. Johnson. Mr. Norman Bunting asked Mrs. Johnson if the decking & fencing would be wood. Mrs. Johnson stated they wanted to tie this all in to make it nice, for the awning she stated she would come back to the commission. Chairman Carol Rose told her to keep in mind if she wants awnings, it would be for the whole building did not think it would look right. Chairman Carol Rose asked her about signage you are not planning on putting any more signage on that building. Mrs. Johnson replied they now have the whole building before there was another business that also had signage on the building. Mrs. Johnson stated she would need a menu board. Mrs. Laura Stearns liked the idea of the walk-up window and thought it showed the town was walkable. Mrs. Mary Moore complimented Mrs. Johnson on her business told her she makes it look attractive. Mr. Robert Poli thought it was great. Mr. Engelhart asked about the lighting would it be off if her business was closed. Mrs. Johnson replied her lights would only be on when they are operating. All members agreed they liked the idea. Chairman Carol Rose called for a motion for Case # 4-7-21-06. Mrs. Laura Stearns made the motion to approve Case # 4-7-21-06 as presented. Mrs. Mary Moore seconded the motion, and it was unanimously accepted by the commission.

Chairman Carol Rose called Case # 4-7-21-07 Buckingham Presbyterian Church, 20 South Main Street requesting one piece of playground equipment. Chairman Carol Rose recused herself and asked Vice Chairman Robert Poli to chair the meeting due to her being a member of the church. Mr. Engelhart asked the applicants to give their names. Mr. Jason Parker, Trustee and Lynsey Aston, Alder of Buckingham Presbyterian Church. Vice Chairman Robert Poli asked if the equipment was going behind the church. He then called on Mr. Norman Bunting. Mr. Bunting stated he had no problem with the playground equipment. Mrs. Laura Stearns stated she was okay with it and was glad they chose a wooden structure. She said she was sad to see the trees go. Mr. Jason Parker stated they were trying to build a youth program. Mrs. Stearns replied she sees a lot more younger people attending. Mrs. Mary Moore asked why they removed the trees. Mr. Parker replied they had to remove the trees to make room for the equipment. Mrs. Moore asked were they going to do landscaping or replant some trees. Mrs. Moore thought Ms. Maloof's letter was well written and talked about the trees in town. Mr. Poli stated that trees help with flooding and is also a buffer he asked that they consider replanting for the neighbors. Mrs. Moore asked if Mr. Engelhart was going to read the letter that was sent in by Ms. Joan Maloof. Mr. Engelhart stated that Ms. Joan Maloof had sent an email to him early in the morning, he read the letter in the meeting to everyone. Vice Chairman Robert Poli called for a motion. Mr. Norman Bunting made the motion to approve Case # 4-7-21-07 for the playground equipment. Mrs. Laura Stearns seconded the motion, and it was unanimously accepted by the commission.

Chairman Carol Rose called Case # 4-7-21-08 for 17 North Main Street, Mr. Michael Cosman requesting signage. Chairman Carol Rose asked each member if they were okay with the signage. All members agreed they liked the sign. Chairman Carol Rose called for a motion for Case # 4-7-21-08. Mr. Robert Poli made the motion to approve Case # 4-7-21-08 for signage. Mr. Norman Bunting seconded the motion, and it was unanimously accepted by the commission.

Mrs. Ivy Wells of Economic Development stated she had heard from the Department of Housing & Community Development for the façade grant that was applied for, for 201 William Street. The Pitts House was approved to be painted and scraped, new windows and siding. Mr. Engelhart stated they give Mrs. Wells the money and then she goes and asks the merchants, they give her their application for the grant. Mrs. Wells stated it is a one-to-one match. Mr. Garret Neeb put in for the grant they are going to scrape and paint and put in new windows. Chairman Carol Rose asked if Garret would come before them. Discussion on how long the property had been owned by the family. Mrs. Wells told the commission that the Rusty Anchor wants to open by Memorial Day. Broad Street Station working hard to get open.

With no other comments Chairman Carol Rose called for a motion to adjourn. Mr. Norman Bunting made the motion to adjourn. Mrs. Mary Moore seconded the motion. Meeting was adjourned at 6:22PM.

Respectfully Submitted,


Carolyn Duffy



Mayor & Council of Berlin

10 William Street, Berlin, Maryland 21811

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

www.berlinmd.gov



HISTORIC DISTRICT COMMISSION APPLICATION

Date: 03/31/2021 Subject Property Location: 21 Jefferson St Case #: 5/5/21-9
Property Owner: Brett and Megan Hines Owner Phone #: (240) 997-2211
Owner Address: 313A Bay St. Berlin, MD 21811 Owner Email: info@thebuzzmeadery.com
Agent/Contractor: TBD- Opened to bid Agent Phone#: _____

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

DESCRIPTION OF WORK PROPOSED:

We aim to build a community green space with parking and seating for special events and outdoor dining areas. This would include the construction of a pergola with foliage and plants, and a permanent fence around the perimeter. A temporary bathroom would be included, as well as four permanent parking spaces. There would be approximately 10-15 tables with seating (spaced 6+ feet apart) and an open green space in the center.

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 May 5, 2021 (date).



Applicant Signature _____

Date 03/31/2021

APPROVED:

Historic District Commission Chair (Date)

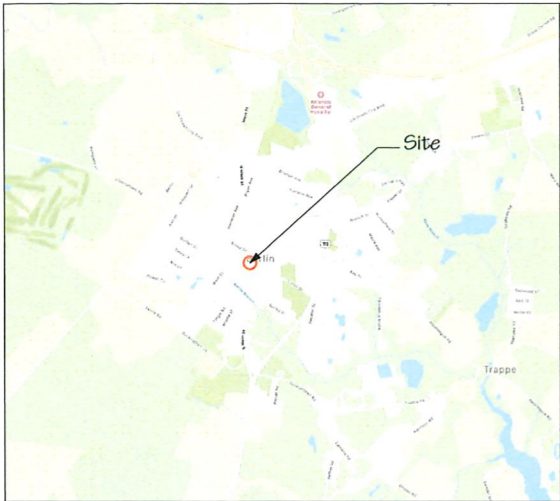
Planning Director (Date)



This is a photograph of the current lot.
No buildings or structures currently exist on the property.
It is often used as an overflow parking lot.



This is the logo for the property. It will be called The Berlin Commons.



6
A00 Location Map



5
A00 Vicinity Map

PROJECT DIRECTORY

OWNER
THE BUZZ MEADERY
BRETT & MEGAN HINES
9040 WORCESTER HIGHWAY UNIT D
BERLIN, MD 21811

ARCHITECT
DAVID D. QUILLIN, AIA, LEED AP
5705 WATERSIDE DRIVE
BERLIN, MD 21811

CONTRACTOR
TBD

Scope of Work

- Conversion of an open lot into a fenced-in outdoor event space

3/29/21 50% Schematic Design
4/5/21 75% Schematic Design
4/8/21 100% Schematic Design

Note: Do not scale drawings. Contact Architect for any errors, omissions, or clarification before proceeding with work.

Proposed
BUZZ MEADERY EVENT SPACE
Berlin, Maryland

Zoning Data

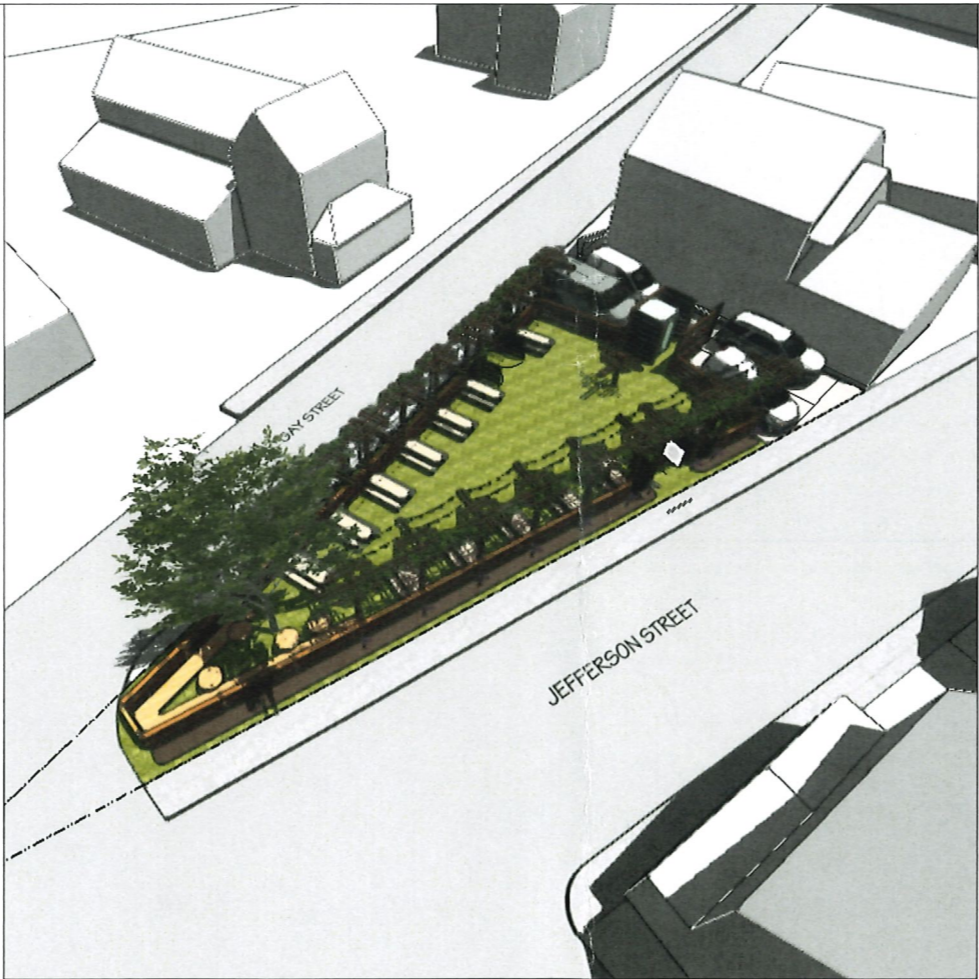
Zoned: B1 Town Center District

Setbacks:

Front yard setback:	Required:	10'
	Min. Actual:	NA
Side yard setback:	Required:	0'
	Min. Actual:	NA
Rear yard setback:	Required:	15'
	Min. Actual:	NA
Max. building height:	Required:	45'
	Actual:	NA

THE BUZZ MEADERY
EVENT AREA
BERLIN, MARYLAND

Professional Certification: I certify that these documents were prepared or approved by me, and that I am a duly licensed architect under the laws of the State of Maryland license number 12006, expires on date 03-01-2019.



1
A00 Aerial View Proposed Improvements
Scale: None

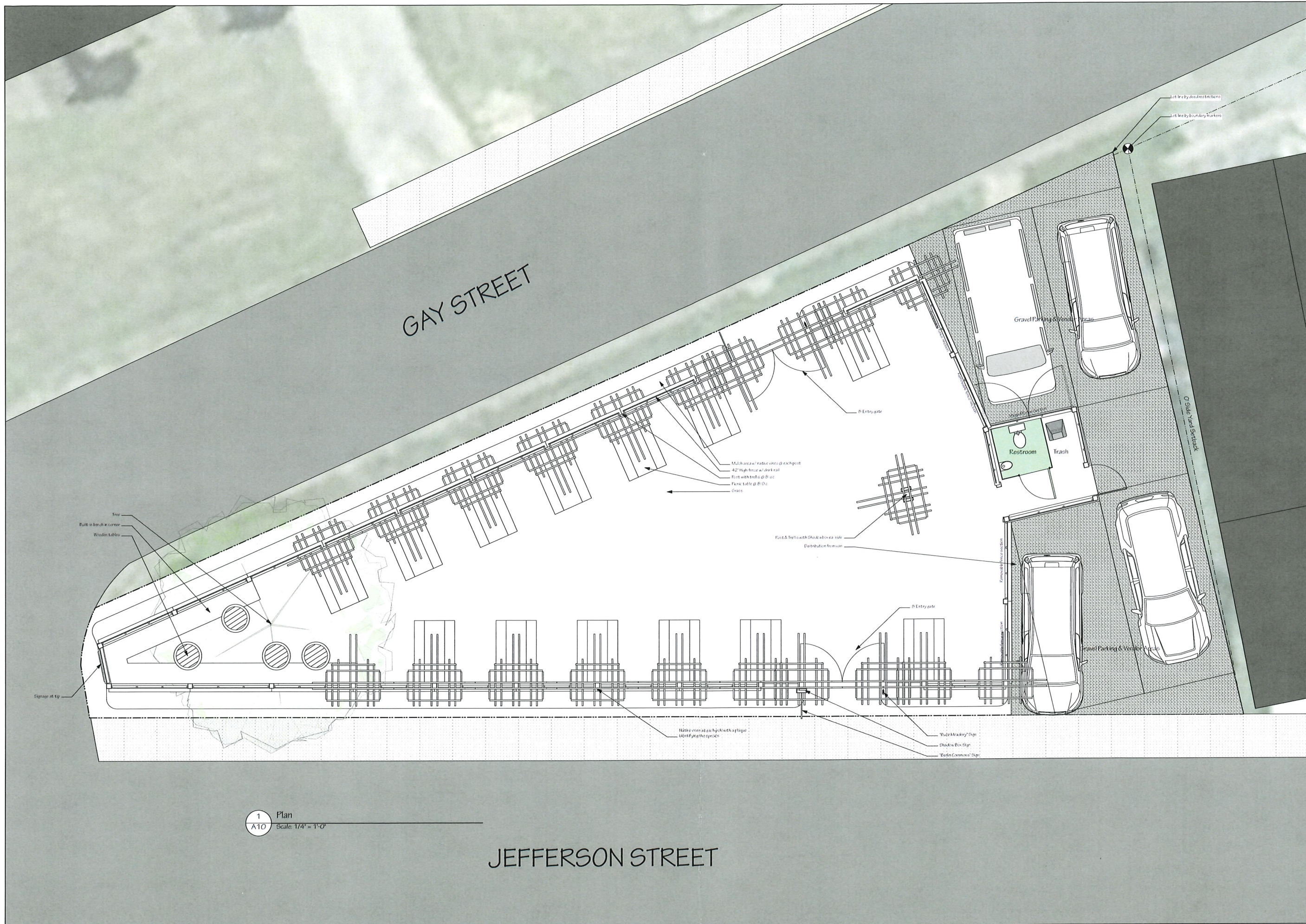
Drawing List

A00	Title Sheet
A10	Plan
A20	Fence Design
A90	Perspectives

DAVID D. QUILLIN, AIA, LEED BD&C
DAVID D. QUILLIN ARCHITECTURE
5705 WATERSIDE DRIVE
BERLIN, MD 21811
DDQARCH@GMAIL.COM
WWW.DAVIDQUILLINARCHITECTURE.COM

Date 8 April 2021
Job # 2101
Scale
Title Title Sheet

A00



3/28/21
4/8/21
4/8/21

50% Schematic Design
75% Schematic Design
100% Schematic Design

Note: Do not scale drawings. Contact Architect for any errors, omissions, or clarifications before proceeding with work.

**THE BUZZ MEADERY
EVENT AREA**
BERLIN, MARYLAND

Professional Certification: I certify that these documents were prepared or approved by me, and that I am a duly licensed architect under the laws of the State of Maryland, license number 120555, expiration date 03-01-2019.

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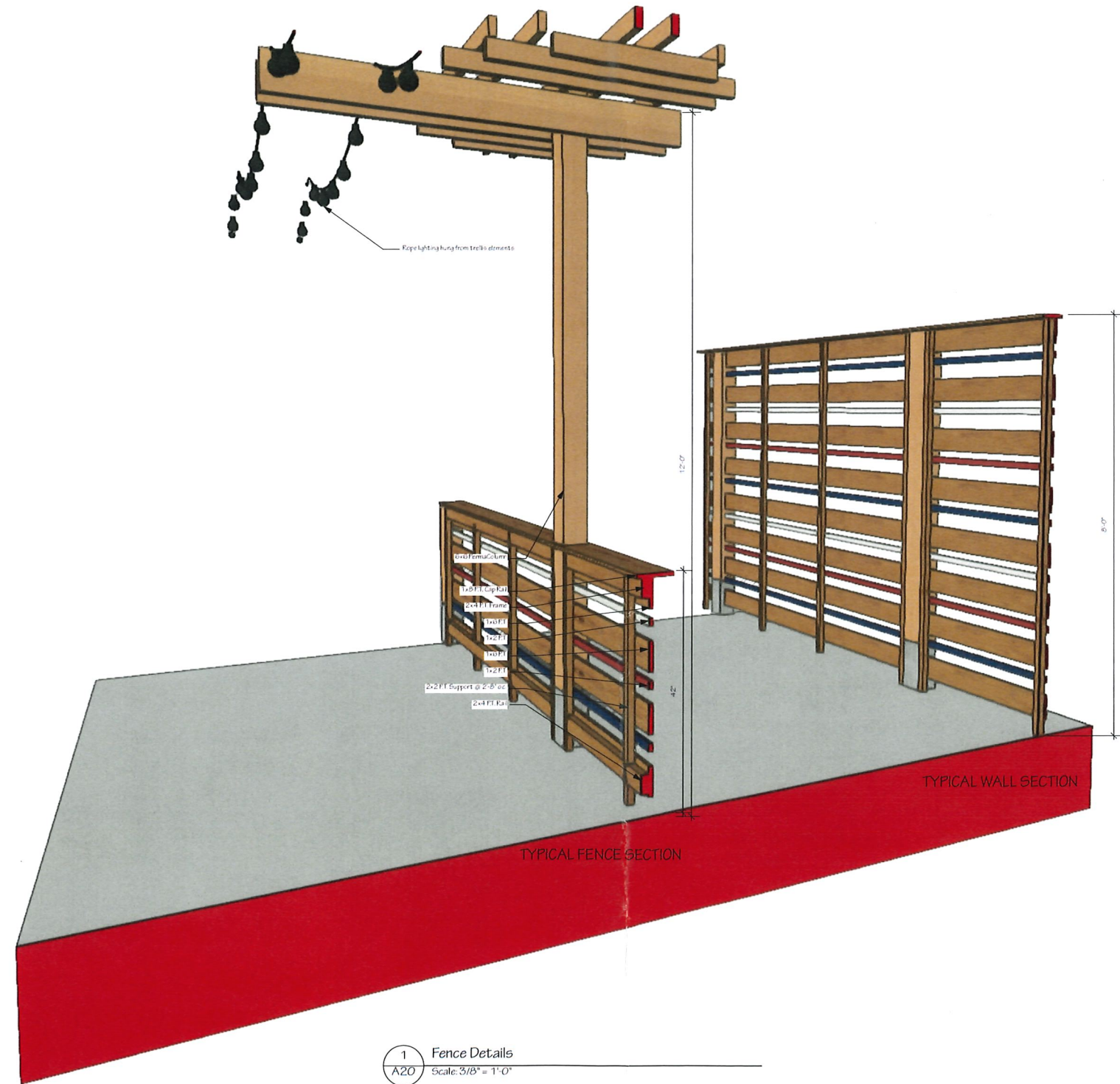
Date8 April 2021

Job #2101

Scale

TitlePlan

A10



1 Fence Details
A20 Scale: 3/8" = 1'-0"

3/28/21 50% Schematic Design
4/5/21 75% Schematic Design
4/6/21 100% Schematic Design

Note: Do not scale drawings. Contact Architect for any errors, omissions or discrepancies before proceeding with work.

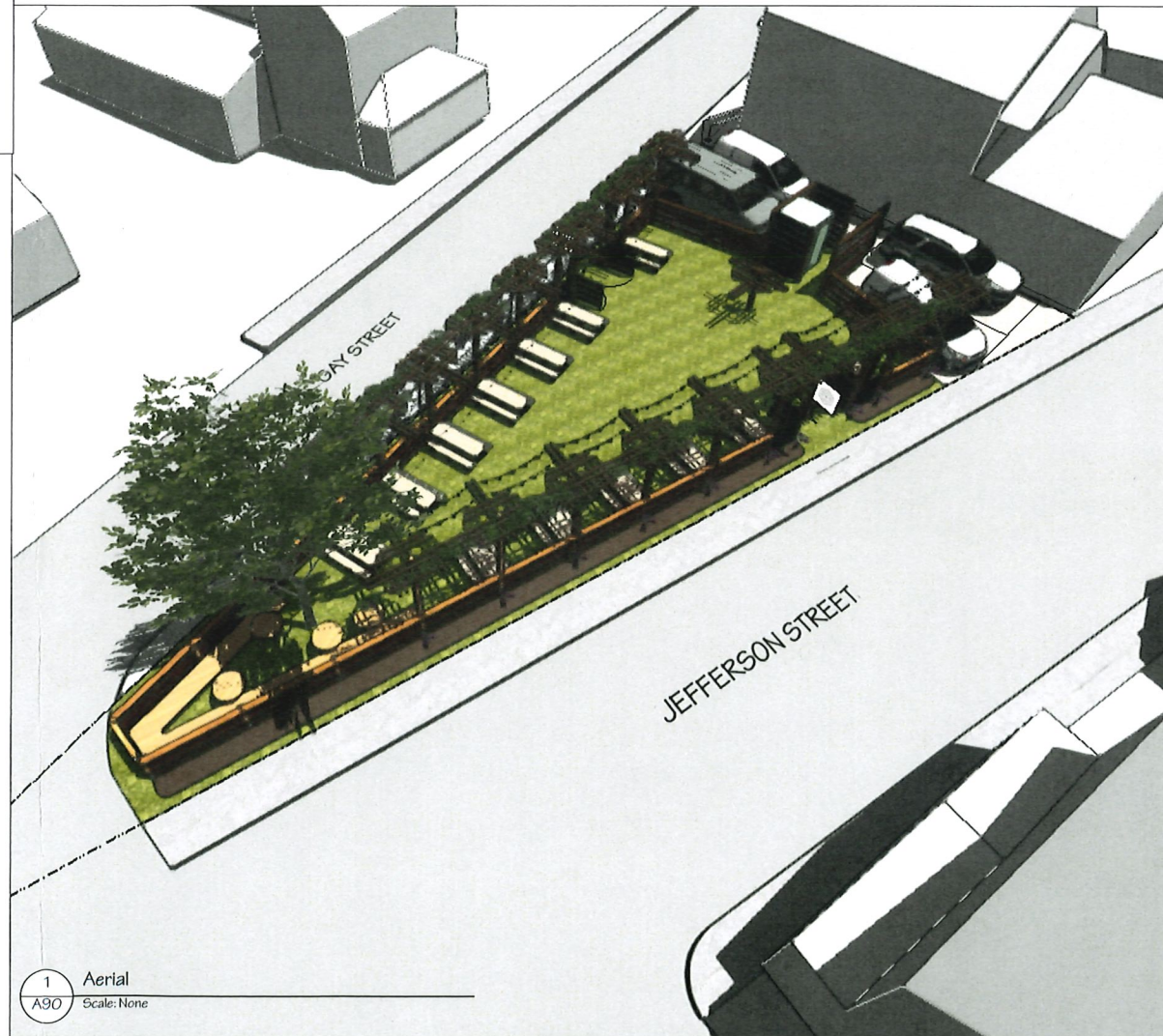
THE BUZZ MEADERY
EVENT AREA
BERLIN, MARYLAND

Professional Certification: I certify that these documents were prepared or approved by me, and that I am a duly licensed architect under the laws of the State of Maryland, license number 120656, expires on date 03-01-2019.

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BETHESDA, MD 20814
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DDQARCH@COMCAST.NET
WWW.DAVIDQUILLINARCHITECTURE.COM

Date 8 April 2021
Job # 2101
Scale
Title Fence Design

A20



3/29/21 50% Schematic Design
4/5/21 75% Schematic Design
4/6/21 100% Schematic Design

Note: Do not scale drawings. Contact Architect for any errors, omissions, or clarification before proceeding with work.

THE BUZZ MEADERY EVENT AREA BERLIN, MARYLAND

Professional Certification: I certify that these documents were prepared or approved by me, and that I am a duly licensed architect under the laws of the State of Maryland, license number 120066, expiration date 05-01-2019.

DAVID D. QUILLIN, AIA, LEED BD+C
DAVID D. QUILLIN ARCHITECTURE

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BERLIN, MD 20814-1454
DDOARCH@COMCAST.NET
WWW.DAVIDQUILLINARCHITECTURE.COM

Date 8 April 2021
Job # 2101
Scale
Title Perspectives

A90



Mayor & Council of Berlin

10 William Street, Berlin, Maryland 21811

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

www.berlinmd.gov



HISTORIC DISTRICT COMMISSION APPLICATION

Date: April 23, 2021 Subject Property Location: 17 Broad Street Case #: 5-5-21-10
Property Owner: Bryan Brushmiller Owner Phone #: 443-513-4647
Owner Address: 103 S. Main St Berlin, MD 21811 Owner Email: burleyoak@gmail.com
Agent/Contractor: _____ Agent Phone#: _____

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

DESCRIPTION OF WORK PROPOSED:

Change light fixture on front of the Globe building

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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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 5/5/2021 @ 5:30 pm (date).

Applicant Signature _____

Date 4/23/2021

APPROVED:

Historic District Commission Chair (Date)

Planning Director (Date)

From: Matt mburrier72@aol.com
Subject:
Date: April 23, 2021 at 1:05 PM
To: burleyoak@gmail.com

MB



