



Historic District Commission

Meeting Agenda

Berlin Town Hall

10 William Street

Wednesday, November 4, 2020 - 5:30PM

EFFECTIVE 9/14/20:

Limited public attendance at Mayor and Council and Board and Commission Meetings will be permitted based on Governor Hogan's September 1, 2020 Executive Order. These guidelines allow up to 50 percent capacity for indoor venues, with appropriate social distancing and face coverings for all attendees.

The Town of Berlin will implement these guidelines as follows:

1. In addition to Town officials and staff, up to 16 seats will be available to presenters, members of the public and the press.
2. Doors will be opened 15 minutes before the designated start time of the meeting and seating will be first-come, first-served.
3. At the start of the meeting, or when capacity has been reached, the doors will be locked to entry from the outside.

LIVE STREAMING WILL CONTINUE with the same conditions as have been in place during the pandemic:

- Meeting packets will be posted by 5:00 p.m. on the Wednesday before the meeting.
- Written questions will be accepted up to 12:00 PM/NOON on the day of the meeting. Submit to:
 - Email: dengelhart@berlinmd.gov; please use Meeting Comments as your subject
 - Fax to: 410-641-2316
 - Mail to: Berlin Town Hall, Attn: D. Engelhart, 10 Williams St., Berlin, MD 21811. Mail should be posted no later close of business on the Friday before the meeting to help ensure delivery.
 - Drop off at the Planning Office or in one of the two drop boxes at Town Hall – one is at the rear of the building behind the stair tower, and the other is at the corner of Bay and Williams Street on the building.

To access the Meeting via live stream 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.

No response will be given to questions and comments submitted via Facebook during a regular meeting.

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. Depending on the volume of questions, we may not be able address everyone.

Responses will be given out loud via the live stream; they WILL NOT be responded to via the comments on Facebook.



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

November 04, 2020– 5:30 PM

Berlin Town Hall – Council Chambers

1. Call to Order
2. Agenda Adoption
3. Approval of Minutes: October 7th, 2020
4. 507 South Main Street – Requesting a fence for rear yard
5. Atlantic Hotel Partners – requesting a fence for trash enclosure at 17 Jefferson Street
6. Comments from the Public
7. Comments from 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 con tact 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
October 7, 2020

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

Chairman Carol Rose called for a motion to approve the October 7, 2020 agenda. Mr. Robert Poli made the motion to approve the October 7, 2020 agenda. Mrs. Mary Moore seconded the motion and it was unanimously accepted by the commission. Chairman Carol Rose then called for a motion to approve the minutes from the September 2nd, 2020. Mr. Norman Bunting made the motion to approve the minutes from the September 2nd, 2020 meeting. Mrs. Laura Stearns seconded the motion and it was unanimously accepted by the commission.

Chairman Carol Rose called Case # 10-7-20-17 for Mr. Bill Outten requesting signage for 1 North Main Street. Mrs. Mary Moore asked that he tell her a little bit about his business. Mr. Outten stated he trades under Fisher Inc. He stated the owner of the building was thinking about selling his building and he started thinking would he still like to have the Antique Mall. He said he could keep working on the Jay Parker side. He could have a space inside and keep trading under Fisher Inc. He stated it would be the same as what they have now some antiques some newer things garden supply type things. He stated he has a Halloween room and a Christmas room. He stated they would probably have different types of Eastern Shore Teas with tea pots, no food products. He showed the commission his sign and told them one of the vendors in there was an artist that had painted the sign for him. Chairman Carol Rose asked the other members if they had any questions about the signage. Mr. Robert Poli, Mr. Norman Bunting and Mrs. Laura Stearns were all fine with the sign Mr. Outten had presented. Chairman Carol Rose called for a motion for Case # 10-7-20-17 for the signage presented for Mr. Bill Outten. Mr. Robert Poli made the motion to approve Case # 10-7-20-17 for the signage. Mrs. Mary Moore seconded the motion and it was unanimously accepted by the commission.

Chairman Carol Rose called Case # 10-7-20-18 for 12 Broad Street. Mr. Bryan Brushmiller stated they were doing good at this time. He stated they had not advertised due to the Covid-19. Since being open for two weeks they have been busy. He thought this was a good concept for the town. Chairman Carol stated it was a good idea to take the inside back to the brick walls. Mr. Brushmiller stated the building was from the 1920's. He asked if anyone had or knew how he could get hold of some old black & white pictures of the building. He would like to have pictures put on canvas. Mrs. Mary Moore suggested the Museum. Chairman Carol Rose said she would check at home for him. Chairman Carol Rose told Mr. Brushmiller that the building had been an actual movie theater. Chairman Carol Rose stated that Mr. Brushmiller wanted to paint the building like he had for Viking Tree. Mr. Robert Poli asked if he would put a lighted sign over the name on the building. He stated if you did put a light there the sign would be behind the lights. Mr. Brushmiller stated what he wanted to do was use the painted sign on the wall in lieu of the up and down sign and have a marquee. Paint the sign on the building until we can find what we want for the price that we want. Mr. Brushmiller stated some of the signs are

very expensive. Mr. Poli asked the Chairman was that the original sign that was up there. Chairman Rose stated the commission had approved the sign for Jennifer for the Globe. Mr. Norman Bunting told Mr. Poli that sign was not always there he thought it was a flat sign. Mrs. Mary Moore stated Kate Patton and her dad owned it. Mrs. Mary called Kate Patton to ask if there was a sign on the building on the second floor protruding off the building. Chairman Carol Rose told Bryan she wouldn't want another sign over top of what would be painted. Mr. Brushmiller stated that was not his plan. Chairman Rose stated she liked Viking Tree how that came out. Mr. Poli stated he has only seen it with the marquee on and it would not take away from the historic nature of the building. Mrs. Moore stated Kate Patton said that Patrick Henry had done a three-dimensional sign to go on the building. She asked if she had any pictures. She told Mr. Brushmiller to reach out to Patrick Henry. Mrs. Moore said Kate said between the double doors they had what was going on that day in the glass. Mr. Brushmiller said he would reach out to Mr. Patrick Henry and tap into his knowledge and maybe he could do it for them. Mr. Brushmiller stated for this signage he wants people to know they are a viable place to come to. As for the marquee they still may be able to do this, they installed a projector today they are treating it as a theater they have had live bands the last couple Friday nights. They will be continuing the live band. He stated the Globe is the Mecca of the Arts & Entertainment for the Town of Berlin. He said the Town of Berlin is going to be the Entertainment Capital on the Eastern Shore. Mr. Brushmiller said they need the signage on the building and still want the marquee. Mr. Norman Bunting said, and you can always paint the building. Mr. Poli told him he wouldn't have to come back. Chairman Carol Rose stated if he wanted to do something different, he would have to come back for approval. Mrs. Stearns stated she knows it's temporary and it fits the age of the building. Chairman Carol Rose asked the commission members if they were okay with the signage. Mrs. Stearns said she loved the logo and the sign. Mr. Norman Bunting stated he was also good with the signage.

Chairman Carol Rose then asked Mr. Brushmiller about the dumpster. Mr. Brushmiller told her he was going to do some landscaping to keep it hidden from the street. Mr. Brushmiller stated 10 minutes before the meeting he received a call from Mr. Brooks Davis from Wainwrights he said he would be happy to help him out. The dumpster is to be moved tomorrow. He said he was going to give him a check, the dumpster people would be coming tomorrow. Mr. Brushmiller stated it was simple kindness of our community. Chairman Rose stated at a prior meeting you were going to put lattice up and plantings, it has weeds there. Mr. Norman Bunting stated that the weeds are dying as we speak. Chairman Rose asked if he was going to still paint the lattice. Mr. Brushmiller replied yes. Chairman Rose stated between the cubby hole were boxes. Mr. Brushmiller stated his dumpster was overflowing. Mr. Brushmiller said look Carol he has put over a million dollars into this building and if you think I'm not concerned about outside trash that I have been working on all day today you must not understand where I'm coming from. He stated for you to bring up some boxes and I'm here for a sign I would be remiss if I didn't bring this up. He said he thought it was ridiculous. Chairman Rose stated he had twenty days to take care of this. Mr. Brushmiller stated not only has he called the dumpster company he has called a landscaping company and has mocked-up plans to fix it. He stated he has grown wisteria on his back deck all summer to get it to the point he can replant it. He stated so if you think by any means that I am not taking care of some boxes that were set out that's not on a site plan. Chairman Rose asked why they didn't go to recycle. Mr. Brushmiller said if he walked over there right now his barbacks would already have broken them boxes down and put

them in recycle. Chairman Carol Rose said they had approved a place on his site plan for the dumpster to be placed. Mr. Brushmiller said, and it didn't work, and we're fixing it. Chairman Rose asked why you didn't let Dave (Planning Director) know. Mr. Brushmiller stated not only did he let Dave know the Town Administrator (Jeff Fleetwood) knows. He stated multiple phone calls over the last twenty days. Mrs. Mary Moore asked may she suggest this has nothing to do with this right now. Chairman Carol Rose said yes Mary it does. Mrs. Moore said it was getting to a point of tension nothing is getting solved. Mrs. Moore stated people that have not worked in retail and dealing with dumpster companies you have made your point. She said we have other people to hear tonight and this can be talked about again. Mr. Poli stated lets just approve the sign. Mrs. Mary Moore said that is something Mr. Brushmiller can work through with Dave. Mr. Brushmiller said he and Dave have a great relationship. Mr. Brushmiller stated to the Chairman Carol Rose you bring this out in a town meeting I should bring this out. Mr. Brushmiller asked why, are you trying to teach me a lesson. Chairman Rose replied no, when something has been approved it needs to be done. She said that is the only thing we ask as a board. We work with the people and if you can't get it done you need to call Dave to let him know.

Mr. Robert Poli stated he just opened his business Carol it's a work in progress and you must give him some time. Mr. Poli said it's a hard nut to crack to restore that building. Mrs. Moore said we can move on and Dave Engelhart can address it. Chairman Carol Rose called for a motion to approve the sign. Mr. Poli made the motion to approve Case # 10-7-20-18 for the sign. Mr. Norman Bunting seconded the motion and it was unanimously accepted by the commission. Chairman Carol Rose stated when the dumpster is moved, she would sign the paperwork and then you can put your sign up. Mr. Brushmiller said the fact that you are saying that. Chairman Rose said she has emails saying its going to be moved, going to be moved. Mr. Brushmiller stated he thought the Historic District Commission was amazing and thanked them all for what they do. He said your attention to detail should be commended however this is not the time to teach people a lesson for minor issues. He told the commission members they needed to look at who the chairman of their board was.

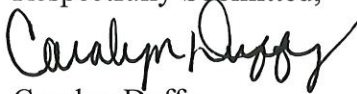
Chairman Carol Rose called Case # 10-7-20-19 for 14 Broad Street for Roof replacement. Mr. Robert Colflesh from Five Star/ Blue Marlin Siding stated they were going to replace the plywood & roofing put insulation board down and membrane and metal caps. Mrs. Laura Stearns asked about the color. He replied it would be white. Planning Director Dave Engelhart told the commission you would not be able to see the membranes on the roof. He said it was a white thick foam barrier put on a flat roof. Mr. Engelhart told them the location was Uno Bello Salute 14 Broad Street. Mrs. Mary Moore, Mr. Robert Poli and Mr. Norman Bunting had no other questions. Chairman Carol Rose called for a motion. Mr. Norman Bunting made the motion to approve Case # 10-7-20-19 for the roof replacement. Mr. Robert Poli seconded the motion and it was unanimously accepted by the commission.

Chairman Carol Rose called Case # 10-7-20-20 for 201 South Main Street for an addition to the rear of the house. Mr. Mike Hazard was presenting he stated they are going to paint the whole house. He stated all the trim would remain white. He stated he was going to take off the back of the house. He stated the north side and the south side which was a green house at one time. Adding a new kitchen, bathroom will have 30-year shingles, hand assembled Cedar Shake that

would be painted the same color as the house. Replacing all the windows in the house but not the windows that have the diamonds. He brought a sample of the window he would use. It would have no mullion which will match what's there now. Mrs. Moore asked how all did he think the house was. He replied early 1900's and is definitely showing it especially on the North side. Mr. Hazard told them the picture with the porch is all that is coming off. Mrs. Stearns wanted to know about the paint. Mr. Hazard said it's going to be power washed and painted. Mrs. Stearns asked would the trim be left around the windows. He replied yes. He said he was going to put Azek around the trim. He said he would like to have it 100% maintain once free but they want the shingle. Mr. Poli asked was he keeping the original shingles on the house. He replied yes. He stated his contract was from the back wall and the windows. They have a contractor coming in to paint the house. Mr. Hazard stated the siding on the house was in good shape. Mr. Hazard stated the owners would be moving out for the work to be performed. They also are putting in a wheelchair lift. Mr. Poli stated he was just concerned with the front of the house. Mrs. Moore stated she was delighted for the improvement. Chairman Carol Rose called for a motion to approve Case # 10-7-20-20. Mrs. Laura Stearns made the motion to approve Case # 10-7-20-20 for the addition to the rear of the house. Mr. Robert Poli seconded the motion and it was unanimously accepted by the commission.

Chairman Carol Rose asked if there were any comments from staff. Town Administrator Jeff Fleetwood discussed a new procedure to help with notifying new homeowners that have purchased homes in the Historic District. With no other comments meeting was adjourned. Motion to adjourn made by Mr. Norman Bunting. Mrs. Laura Stearns seconded the motion.
6:40PM

Respectfully Submitted,

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

Carolyn Duffy



Mayor & Council of Berlin

10 William Street, Berlin, Maryland 21811

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

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HISTORIC DISTRICT COMMISSION APPLICATION

Date: 10/20/20 Subject Property Location: 507 S Main St Case #: 11-4-20-21
Property Owner: Berkleigh + Steven Pigat Owner Phone #: 410-430-4920
Owner Address: 507 S Main St Owner Email: Bdiazappraisals@gmail.com
Agent/Contractor: McGee Fence Agent Phone#: _____

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

DESCRIPTION OF WORK PROPOSED:

install fence in rear of home. 4' wood fence

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 11/4/2020 (date). 5:30 pm

Applicant Signature: Berkleigh Date: 10/20/20

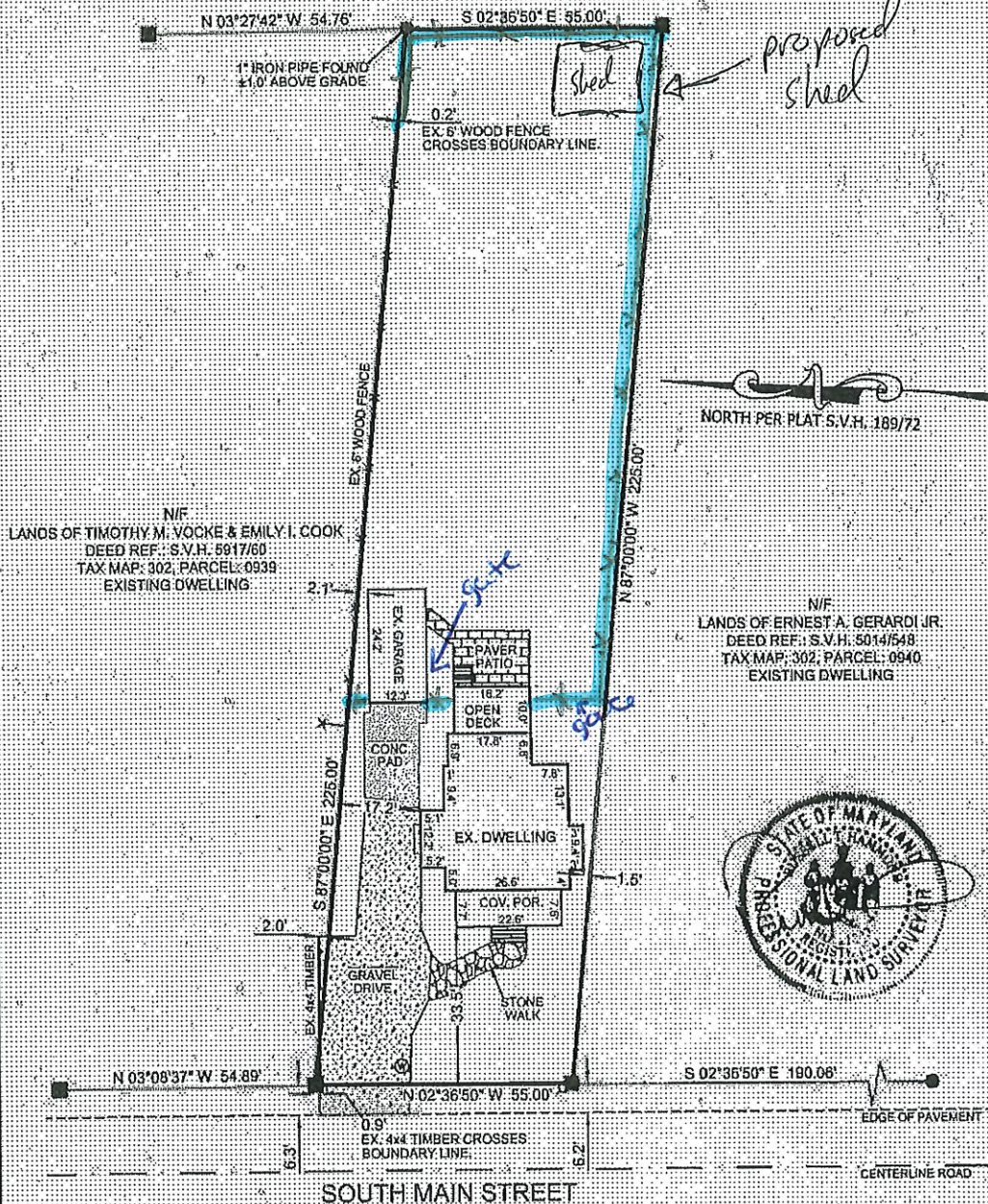
APPROVED:

Historic District Commission Chair (Date)

Planning Director (Date)

NOTE: THIS PLAT REFLECTS THE DESCRIPTION OF THE LOT/PARCEL AS NOTED IN THE TITLE OF THIS PLAT, AS SHOWN ON THE RECORD PLAT AND DOES NOT VERIFY THE EXISTENCE OR NON-EXISTENCE OF RIGHTS OF WAY, WETLANDS, UTILITIES OR EASEMENTS PERTAINING TO THIS PROPERTY OTHER THAN THOSE AS SHOWN ON SAID RECORD PLAT. NO TITLE SEARCH OR COVENANTS PROVIDED OR STIPULATED.

NOTE: A PERPETUAL EASEMENT AND RIGHT OF WAY, TO BE USED FOR THE CONSTRUCTION, MAINTENANCE, REPAIR AND RECONSTRUCTION OF AN UNDERGROUND WATER MAIN TO BE LOCATED WITHIN A FIVE FOOT STRIP BORDERING UPON THE EASTERLY EDGE OF THE PAVED PORTION OF SOUTH MAIN STREET, IN THE TOWN OF BERLIN, AS PRESENTLY PAVED. (SAID EASEMENT PER DEED RECORDED IN LIBER 434, PAGE 662)

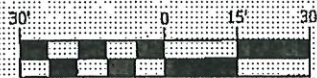


BOUNDARY SURVEY WITH LOCATION OF IMPROVEMENTS

LANDS OF GEORGE AND DENISE STEPHANOS
THIRD TAX DISTRICT, WORCESTER COUNTY, MARYLAND
TOWN OF BERLIN

GENERAL NOTES:

ADDRESS: 507 SOUTH MAIN STREET
TAX MAP: 302, PARCEL: 0939
DEED REF.: S.V.H. 4382/460
PLAT REF.: S.V.H. 189/72
LOT AREA: 12,316 S.F. ±
EX. ZONING: R-1
ZONING SETBACKS:
FRONT: 25' OR 50' FROM C/L R.O.W.
REAR: 35', SIDES: 10' MIN., TOTAL = 25'
FLOOD ZONE: X
PER FIRM NO. 240141 0153 H
DATED JULY 16, 2015



(IN FEET)

1" = 30'

MIN. ACCURACY = 0.1'

- DENOTES CONC. MON. FOUND
- DENOTES IRON PIPE FOUND
- ⊙ DENOTES EX. WATER METER
- ⊕ DENOTES EX. UTILITY POLE

RUSSELL T. HAMMOND

Surveying, L.L.C.

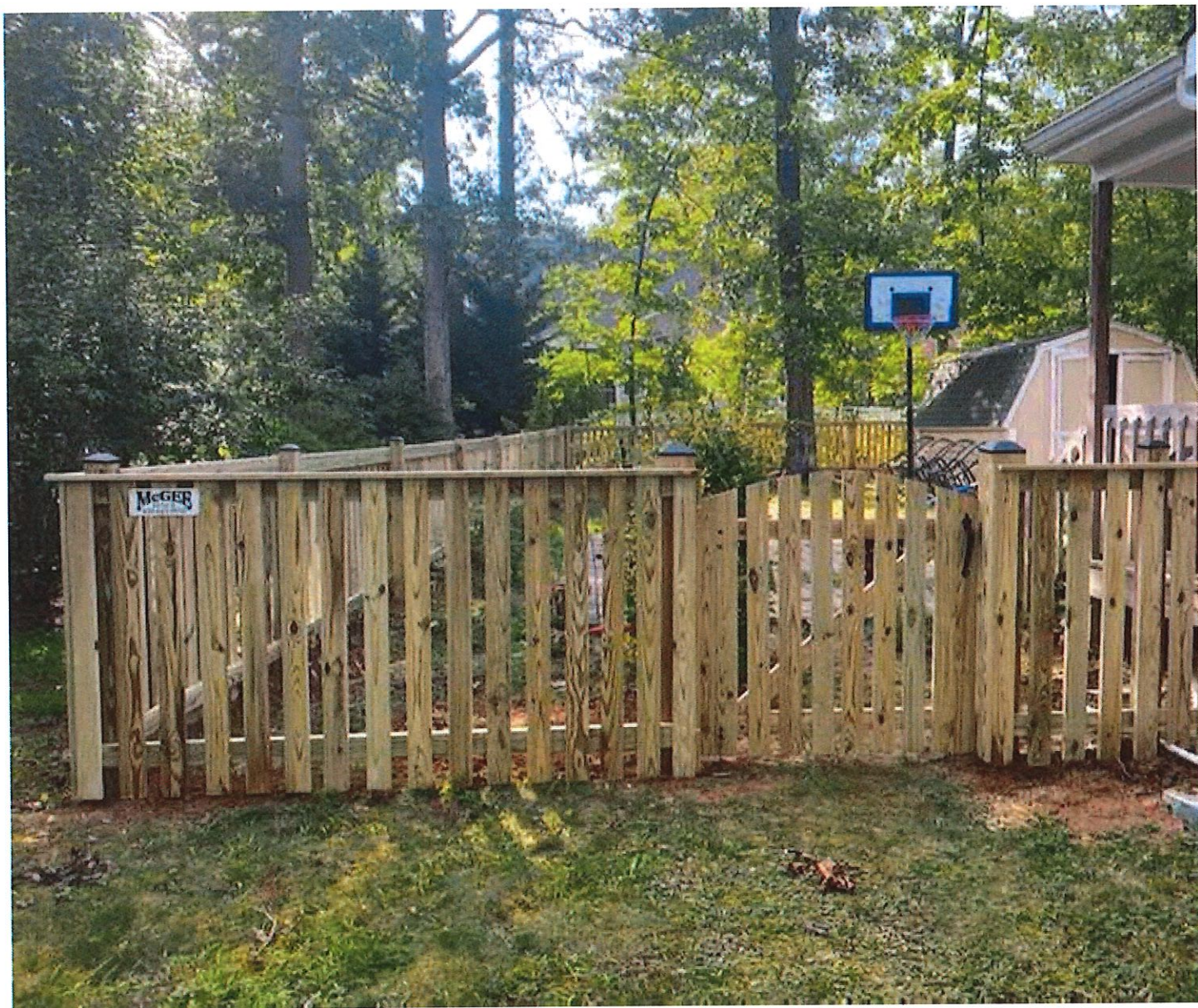
SURVEYING - LAND PLANNING
10310 Hotel Road Bishopville, MD 21813
(410) 352-5674 - (410) 726-8076

DRAWN BY: R. SAVAGE
FILE NO.: 2018-2217
DATE: 10/01/2018

PROFESSIONAL CERTIFICATION: I HEREBY CERTIFY THAT THESE DOCUMENTS WERE PREPARED BY ME OR UNDER MY RESPONSIBLE CHARGE, AND THAT I AM A DULY LICENSED PROFESSIONAL LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MARYLAND LICENSE NO. 21029, EXPIRATION DATE 10/30/2016.

Carolyn Duffy

From: Lori McGee <lsm1297@gmail.com>
Sent: Friday, October 9, 2020 4:22 PM
To: Carolyn Duffy
Subject: Diaz Fence



Sent from my iPhone



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: 10/20/20 Subject Property Location: 2 N. Main St. Case #: 11-4-2022

Property Owner: Atlantic Hotel Partners Owner Phone #: _____

Owner Address: 2 N. Main St. Owner Email: laura@fagers.com

Agent/Contractor: John Fager/Laura Stearns Agent Phone#: 443-880-8858

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

DESCRIPTION OF WORK PROPOSED:

Dumpster to be permanently located in its existing location behind Atlantic Hotel warehouse on Gay St. 17 Jefferson St. rear.

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:

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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 11-4-2020 5:30pm (date).

Applicant Signature: [Signature] Date: 10/20/20

APPROVED:

Historic District Commission Chair (Date)

Planning Director (Date)







