



HISTORIC DISTRICT COMMISSION
Wednesday, April 7, 2021
5:30 PM

EFFECTIVE 04/01/2021: SPECIAL NOTICE: 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.

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

April 07, 2021 – 5:30 PM

Berlin Town Hall – Council Chambers

1. Call to Order
2. Agenda Adoption
3. Approval of Minutes- March 10th, 2021
4. Matt Borrelli – 119 North Main Street- Sterling Tavern, Requesting Signage
5. Heidi Johnson – 101 William Street requesting ground decking and fencing, window for Carryout & Awning
6. Buckingham Presbyterian Church – 20 South Main Street – Requesting one piece of playground equipment in the rear yard
7. Michael Cosman - 17 North Main Street – East & Main Shore Supply – Requesting Signage
8. Comments from the Public
9. Comments from Staff
10. Comments from the Commissioners
11. Comments from the Chairman
12. 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
March 10th, 2021

Chairman Carol Rose called the March 10th, 2021 Historic District Meeting to order at 5:45PM. Member's present were Carol Rose, Mary Moore, Robert Poli, Laura Stearns 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 March 10th, 2021 agenda. Mr. Robert Poli made the motion to adopt the March 10th, 2021 agenda. Mr. Norman Bunting seconded the motion, and it was unanimously accepted by the commission. Chairman Carol Rose called for a motion to approve the minutes from the November 4th, 2020 meeting. Mr. Norman Bunting made the motion to approve the minutes from the November 4th, 2020 meeting. Mrs. Mary Moore seconded the motion, and it was unanimously accepted by the commission.

Chairman Carol Rose stated in this meeting they would have the election of officers she began with calling for nominations for the chairman. Mr. Norman Bunting nominated Carol Rose for Chairman. Mrs. Mary Moore seconded the motion. Chairman Carol Rose opened the nomination for Vice Chairman. Mrs. Mary Moore nominated Mr. Robert Poli. Mrs. Laura Stearns seconded the nomination, and it was unanimously accepted by the commission.

Chairman Carol Rose called Case # 3-10-21-01 Alyssa Maloof, 4 Jefferson Street for signage for the Mermaid Museum. Chairman Carol Rose stated everyone had an opportunity to look at the sign you left in Planning & Zoning Office. There were two choices Ms. Maloof stated with the material for the banner sign it would be hard to keep it in place. The commission stated they were not sure with the wind if the banner would hold up. Ms. Alyssa Maloof stated she would like to have the second sign choice instead. She asked if she could put an arrow pointing. Mr. Norman Bunting asked where she wanted the arrow to be located. She stated under the museum sign under the last three letters. Mrs. Stearns and Chairman Rose both thought she needed an arrow pointing. Mr. Robert Poli stated he liked the original sign because it looked more artsy but only if it was anchored better on the building. He stated the second choice looked more commercial. Mr. Norman Bunting stated the owner did not want to put more anchors into the building. Mr. Poli stated either way you go you are going to need more anchors. Ms. Maloof stated she was going to leave that up to Sun Signs. Mrs. Stearns stated this is a commercial building and it is so retro and old school thought it was cool.

Chairman Carol Rose asked Ms. Maloof if she had discussed with Mrs. Gail Lewis the signs. She stated she sent both and Mrs. Lewis replied all the best to you. Mrs. Mary Moore liked both of her sign designs. Ms. Maloof said she liked the second choice best and her Mermaid sign would hang on the inside behind her door. Mr. Bunting liked the second choice just wanted to know where the arrow would be located under the sign. Ms. Maloof stated under the last three letters of Museum. Mr. Poli suggested her putting a hanging sign by the door that said open. Mr. Bunting thought her sign could be anchored securely. Chairman Carol Rose called for a motion. Mrs. Laura Stearns made the motion to approve Case # 3-10-21-01 the way it has been presented with the addition of the arrow to direct you to the entrance. Mrs. Mary Moore

seconded the motion, and it was unanimously accepted by the commission. Mr. Engelhart stated the next Case the applicant Mr. Barry Kruemmel was not present, but Mrs. Ivy Wells would represent him for his signage.

Chairman Carol Rose called Case # 3-10-21-03 Hunter Smith for 2 Bay Street, Portable Flower Cart. Mrs. Hunter Smith told the commission to think of it like farm style and would like to call it Mothers Flowers. She also stated it would be mobile, locally grown produce. They are looking at having a window open so people can purchase items pots, and soil things like that. Mrs. Mary Moore liked the idea. Chairman Carol Rose stated Hunter would be redoing the landscaping. Mrs. Smith said it would be more of a European style look. They would like to have it open to everyone. Baked Dessert Café tables and chairs would remain. Mr. Norman Bunting asked if the cart were the only thing she would be constructing. Mrs. Smith replied yes, and it would be removable. He asked if the cart would be on wheels and would you be moving it. Mrs. Smith stated she would like for it to stay there. Chairman Carol Rose stated if you needed to move the cart for any reason that would be up to you. Mrs. Hunter stated the exterior of the cart is white thinking about putting terracotta on the border. They would be able to open the back of the cart. Mr. Engelhart reiterated that she would not be open doing the Farmers Market hours on Sundays. Mrs. Smith stated she would open later during the day and would be trying to source local items from the farmers. Mr. Norman Bunting added she should add a security camera on the cart. Mrs. Smith thanked him for the suggestion. Chairman Carol Rose called for a motion. Mrs. Laura Stearns made the motion to approve Case #3-10-21-03. Mrs. Mary Moore seconded the motion, and it was unanimously accepted by the commission.

Chairman Carol Rose stated this is the proposed sign for the Seafood Market on Pitts Street. He had sent in a hanging sign and a wall sign. Chairman Carol Rose asked if anyone had questions about the signs, one sign is a 2 x 2 the other is a 5 x 5. Mr. Engelhart stated he also had an idea about a mural going in the alleyway. He has some artwork being done he thought by the same person doing his signs. Mr. Bunting asked where the wall sign was going. Mrs. Mary Moore replied on the wall closer heading towards the bank. Mr. Norman Bunting made the motion to approve Case # 3-10-21-02 for both signs. Mr. Robert Poli seconded the motion, and it was unanimously accepted by the commission.

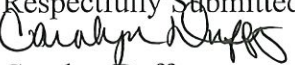
Chairman Carol Rose called Case # 3-10-21-01 for 200 South Main Street. Chairman Carol Rose told Mr. Robert Purcell to tell the commission about the project. Mr. Purcell stated the commission had seen the elevations and the windows are Element by Marvin. They are simulated divided light and the grilles are part of the plan. He stated they are Fiberglas windows. The siding will be the Hardie fiber cement siding. The roofing will be the GAF architectural roofing shingles charcoal in color. Mr. Glenn Davis stated they would paint in the spring. They will buy the product primed. Mr. Robert Purcell told the commission the railings and columns they want to use is a composite material. It comes in white and would stay that color it is almost like a vinyl product. Chairman Carol Rose asked if the columns would be vinyl. He replied the same material. Mrs. Stearns wanted to mention that Victorian homes almost always have the turned column style. Mr. Davis stated the home is not a Victorian home. He stated the home was more of a Queen Anne style home. He stated the trim all around the house was square. Mrs. Mary Moore stated the Victorian style was around during the turn of the century. Mrs. Stearns stated she just wanted to discuss it not that it must be that way, but it would change

the look of the house. Chairman Carol Rose asked Mr. Davis to explain why he wants the change. Mr. Davis stated if you look at the picture that square trim is more attractive and mirrors the look that house already has. Mrs. Stearns stated when you use these columns it looks more beefier more updated. Mr. Davis replied it is going to look different than the picture he showed he stated it was the only picture he could find. Mr. Davis stated over time the railing could have been changed. Mr. Poli wanted to compare the Robin's Nest home on Broad Street corner of West Street to this house. He stated it did not even have a porch early on it was added. Mrs. Mary Moore stated in the 1980's it was added.

Mr. Robert Purcell told the commission on the Washington Street side there are stained glass windows they will be retaining but putting in new windows in the stair tower. He stated those two ideas are the biggest things they have so far. Mr. Engelhart asked about the trim board they would be using. Mr. Purcell stated it would be Hardie cannot use on the side where the stair tower is located. Mrs. Stearns told them she was glad they were getting rid of the windows in the back of the house. Mrs. Moore stated she was glad to see the house getting this much care. Mr. Davis stated he and his wife have enjoyed finding out about the history of the house. He stated with Mr. Purcell's help maybe it will last another hundred years. Chairman Carol Rose asked the commission members if they were okay with the roofing, Hardie siding, windows, the porch & columns she then called for a motion. Mr. Robert Poli made the motion to approve Case# 3-10-21-04. Mr. Norman Bunting seconded the motion, and it was unanimously accepted by the commission.

The next case was cancelled from the agenda. Chairman Carol Rose made comment that the Globe had put up lights that had not been approved, two businesses in town had put up new signs without getting permission from the Historic District Commission. Mr. Bunting stated just need them to come in so it can be put on the record. Mrs. Mary Moore asked if all the shops were filled up. Mrs. Ivy Wells replied yes all but Burley Tavern. Chairman Rose commented to staff to make sure the people that take over Fin's know not to put up signage until they come to Historic Commission. Mrs. Wells told the commission that Berlin had received \$50,000.00 dollars in Façade Grants. The deadline for the Main Street Grant is March 19th, 2021. She stated they have a review committee for the grants. Mrs. Wells stated there is such a variety of things that people need. Mr. Engelhart stated that the Façade Grants come to the Historic District Commission for approval. He stated it was used for the Church Mouse for the door and Art in the Field with their façade. Mrs. Wells stated these grants are approved by Maryland Historic Trust first. The applicant pays up front then turns the receipt in and gets reimbursed. Mrs. Wells replied this is to offset the cost because of being in the Historic District. Mrs. Stearns asked when does the façade grant end. Mrs. Wells replied it is an ongoing program until the money runs out.

Chairman Carol Rose called for a motion to adjourn. Mr. Norman Bunting made the motion to adjourn. Mr. Robert Poli seconded the motion, and it was unanimously accepted by the commission. Meeting adjourned at 6:34PM

Respectfully Submitted,

Carolyn Duffy



Mayor & Council of Berlin

10 William Street
Berlin, MD 21811
410-641-2770
www.berlinmd.gov



HISTORIC DISTRICT BUILDING PERMIT APPLICATION

Date Received: <u>3-19-21</u>	Property Address: <u>119 N. Main St</u>
Property Owner: <u>Ernest Gerardi</u>	Phone: <u>410-422-6223</u>
Property Owner Address: <u>9 Bay St Berlin MD</u>	Email: <u>eag36jr@yahoo.com</u>
Applicant: <u>Matt Borrelli</u>	Phone: <u>302-593-4141</u>
<input type="checkbox"/> Owner <input checked="" type="checkbox"/> Tenant <input type="checkbox"/> Contractor	Email: <u>thesterlingtavern@gmail.com</u>
Address: <u>54 Bunting Mill Ct</u>	
<u>Selbyville, DE 19975</u>	

Type of Work:			
<input type="checkbox"/> Alterations	<input type="checkbox"/> New Construction	<input type="checkbox"/> Addition	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Demolition	<input checked="" type="checkbox"/> Sign	<input type="checkbox"/> Awning	_____

DESCRIPTION OF WORK PROPOSED (Please be specific) Attach addition sheet if necessary. Type of material, color, dimensions, etc. must accompany application. If signs are proposed, indicate material, method of attachment, position on building, size and front lineal feet of building, size and position of all other signs on building, and a layout of the sign.

New sign - The Sterling Tavern w/ fishing rod crossed with a
shotgun & a decoy & a rockfish

All required documents must be submitted to the Planning Director at least 21 days prior to the next meeting of the Historic District Commission. See below for documents required to be filed with application.

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 regularly scheduled meeting. If an application is denied, the same application cannot be resubmitted for one year from date of such action.

I hereby certify that the owner of the subject premises has been fully informed of the alterations and that said owner is in full agreement with this application.

Applicant/Agent Signature Matt Borrelli

<input type="checkbox"/> Site Plan, if applicable
<input type="checkbox"/> Scaled and measured detailed drawings, including, but not limited to, plans and elevations of the proposed alterations or improvement, or in the alternative, a scale mock up.
<input type="checkbox"/> For an existing structure, color photographs* of the structure showing all elevations, the area to be altered, close-ups of architectural detail and the area in the immediate vicinity.
<input type="checkbox"/> For a proposed new structure, photographs* of the subject site and all buildings in the immediate vicinity.
<input type="checkbox"/> Samples of materials or copies of manufacturers product literature.
*Photographs shall be printed or mounted on 8 1/2 X 11 paper or cardboard, and labeled

Date Rec'd <u>3-19-21</u>	Initials <u>CO</u>	HDC Meeting <u>4-7-21</u>	Case # <u>4-7-21-05</u>
HDC Approval (signature)			

The Sterling Tavern Logo





DELIVERED

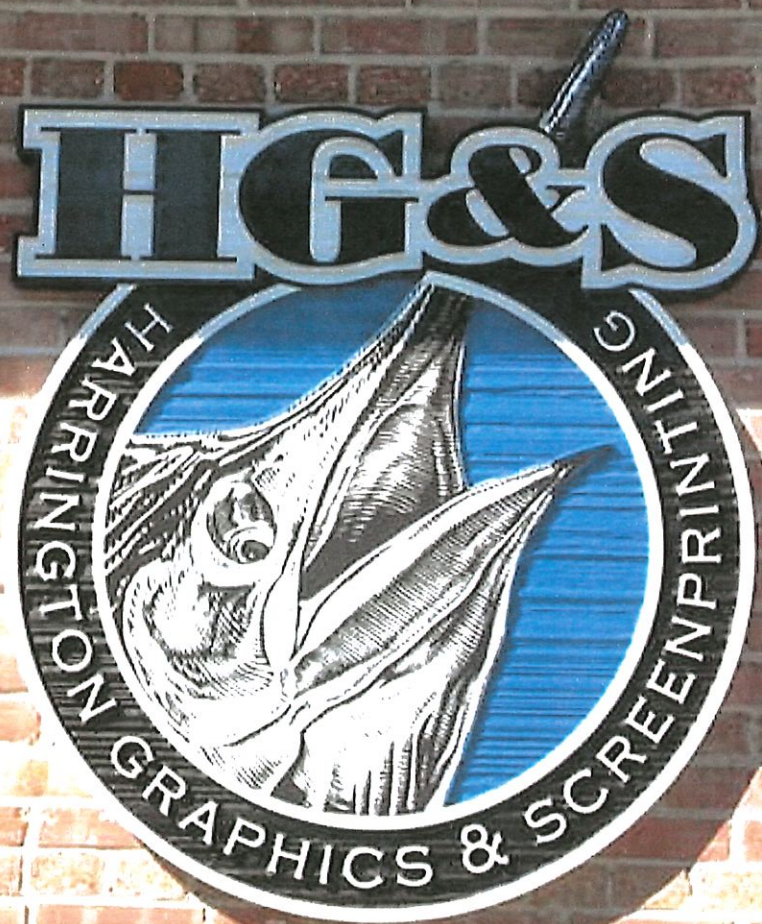
THE STERLING TAVERN

David & Su Lane

8621 Stephen Decatur Hwy. • Berlin, MD 21811

Phone 410-641-9944 • SunSignsOC@gmail.com

Quantity	Description	Amount
1	32" x 32" CARVED (2) SIDED	1,900.00
1	32" x 32" KOMACELL W/LG. FORMAT PRINT (2) SIDED	600.00
PRICE INCLUDES INSTALLATION		
	Subtotal	
	Tax	





Mayor & Council of Berlin

10 William Street
Berlin, MD 21811
410-641-2770
www.berlinmd.gov



HISTORIC DISTRICT BUILDING PERMIT APPLICATION

Date Received: <u>3/30/2021</u>	Property Address: <u>101 William St</u>
Property Owner: <u>Hale Harrison</u>	Phone: <u>443-313-3194</u>
Property Owner Address: <u>101 Williams St</u>	Email: <u>heidjohnson4@gmail.com</u>
Applicant: <u>Heidi Johnson</u>	Phone: <u>410-430-0683</u>
<input type="checkbox"/> Owner <input checked="" type="checkbox"/> Tenant <input type="checkbox"/> Contractor	Email: <u>N/A</u>
Address: <u>101 Williams St</u> <u>Berlin, MD 21811</u>	

Type of Work:			
<input checked="" type="checkbox"/> Alterations	<input type="checkbox"/> New Construction	<input type="checkbox"/> Addition	<input type="checkbox"/> Other: <u>replace window</u>
<input type="checkbox"/> Demolition	<input checked="" type="checkbox"/> Sign	<input checked="" type="checkbox"/> Awning	<u>to become a carry out window</u> <u>adding string lights.</u>

DESCRIPTION OF WORK PROPOSED (Please be specific) Attach addition sheet if necessary. Type of material, color, dimensions, etc. must accompany application. If signs are proposed, indicate material, method of attachment, position on building, size and front lineal feet of building, size and position of all other signs on building, and a layout of the sign.

floating boardwalk deck, 4ft^{wood} fence (around deck)
new menu Board, (2) Black awnings, paint back
door black,

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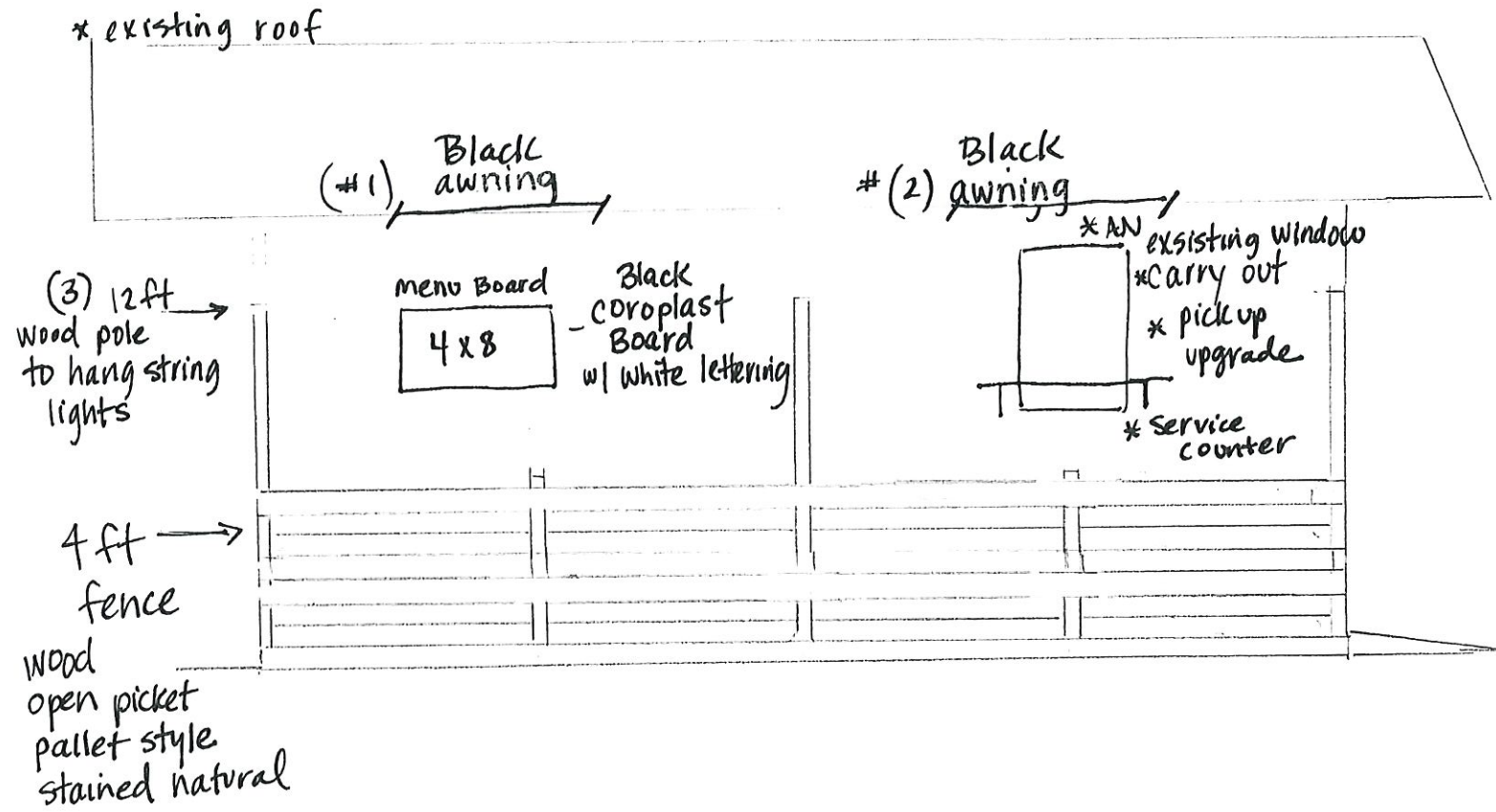
I hereby certify that the owner of the subject premises has been fully informed of the alterations and that said owner is in full agreement with this application.

Applicant/Agent Signature Heidi Johnson

<input type="checkbox"/> Site Plan, if applicable
<input type="checkbox"/> Scaled and measured detailed drawings, including, but not limited to, plans and elevations of the proposed alterations or improvement, or in the alternative, a scale mock up.
<input type="checkbox"/> For an existing structure, color photographs* of the structure showing all elevations, the area to be altered, close-ups of architectural detail and the area in the immediate vicinity.
<input type="checkbox"/> For a proposed new structure, photographs* of the subject site and all buildings in the immediate vicinity.
<input type="checkbox"/> Samples of materials or copies of manufacturers product literature.
*Photographs shall be printed or mounted on 8 1/2 X 11 paper or cardboard, and labeled

Date Rec'd <u>3/30/2021</u>	Initials <u>CO</u>	HDC Meeting <u>4/7/21</u>	Case # <u>4-7-21-06</u>
HDC Approval (signature)			

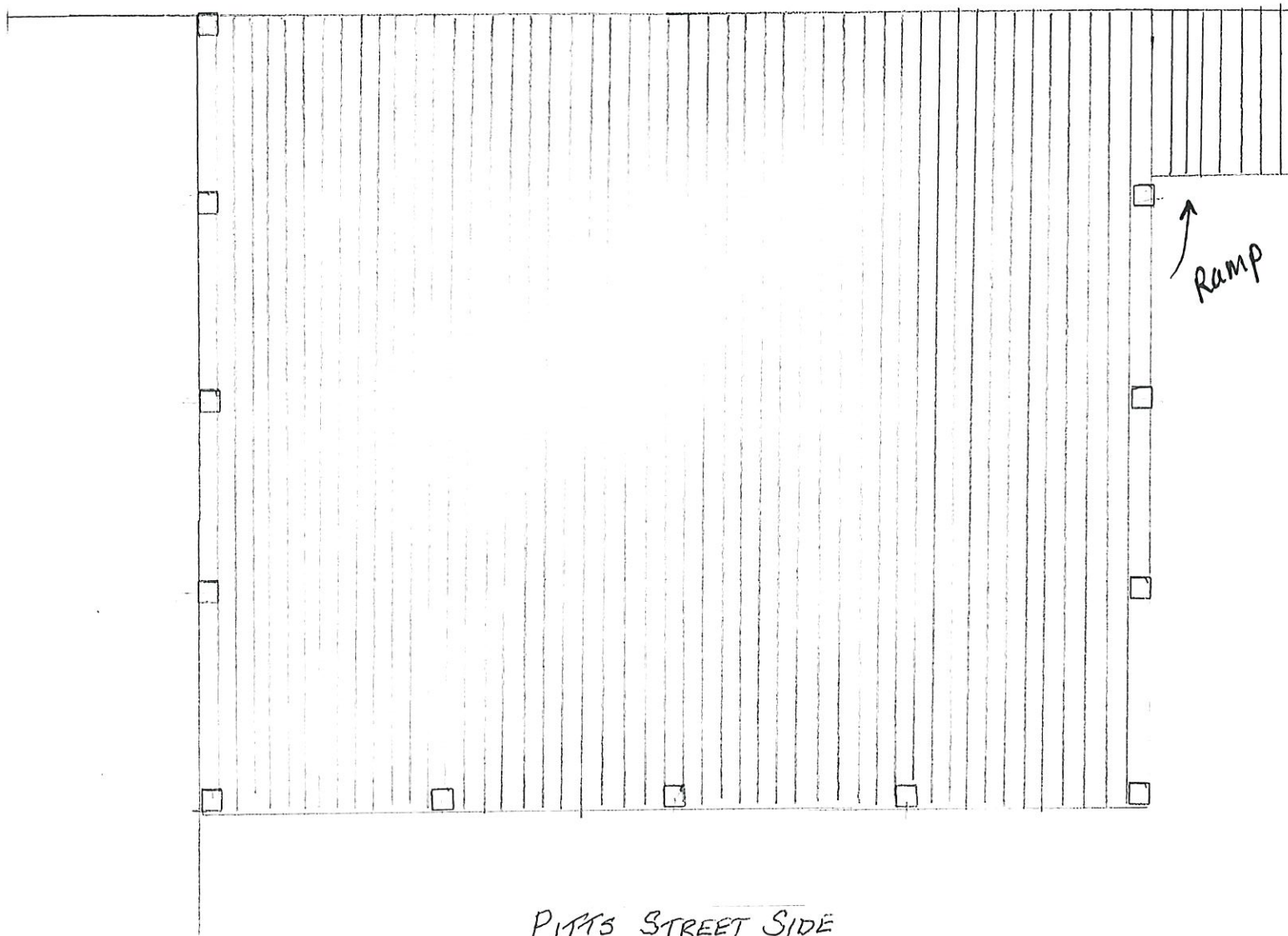
J+M Meat Market
101 William Street
Berlin, MD. 21811



Pitts Street Side

J+M Meat Market
101 William street
Berlin, MD. 21811

BUILDING



PITTS STREET SIDE

15 x 18 wood deck stained Natural

1/4" = 1' foot



Mayor & Council of Berlin

10 William Street
Berlin, MD 21811
410-641-2770
www.berlinmd.gov



HISTORIC DISTRICT BUILDING PERMIT APPLICATION

Date Received: <u>3-19-21</u>	Property Address: <u>20 S MAIN ST</u>
Property Owner: <u>Buckingham</u> <u>Presbyterian Church</u> Property Owner Address: <u>20 S Main St</u>	Phone: <u>410-430-7540</u> Email: <u>a.rose.307@comcast.net</u>
Applicant: <u>Buckingham Presbyterian Church</u> <input checked="" type="checkbox"/> Owner <input type="checkbox"/> Tenant <input type="checkbox"/> Contractor Address: <u>20 S Main St</u>	Phone: <u>410-430-7540</u> Email: <u>a.rose.307@comcast.net</u>

Type of Work:			
<input type="checkbox"/> Alterations	<input type="checkbox"/> New Construction	<input type="checkbox"/> Addition	<input checked="" type="checkbox"/> Other: <u>install 1 piece play</u>
<input type="checkbox"/> Demolition	<input type="checkbox"/> Sign	<input type="checkbox"/> Awning	<u>ground equipment in back of</u> <u>building</u>

DESCRIPTION OF WORK PROPOSED (Please be specific) Attach addition sheet if necessary. Type of material, color, dimensions, etc. must accompany application. If signs are proposed, indicate material, method of attachment, position on building, size and front lineal feet of building, size and position of all other signs on building, and a layout of the sign.

playground eq on vacant yard behind church building
not visible to road

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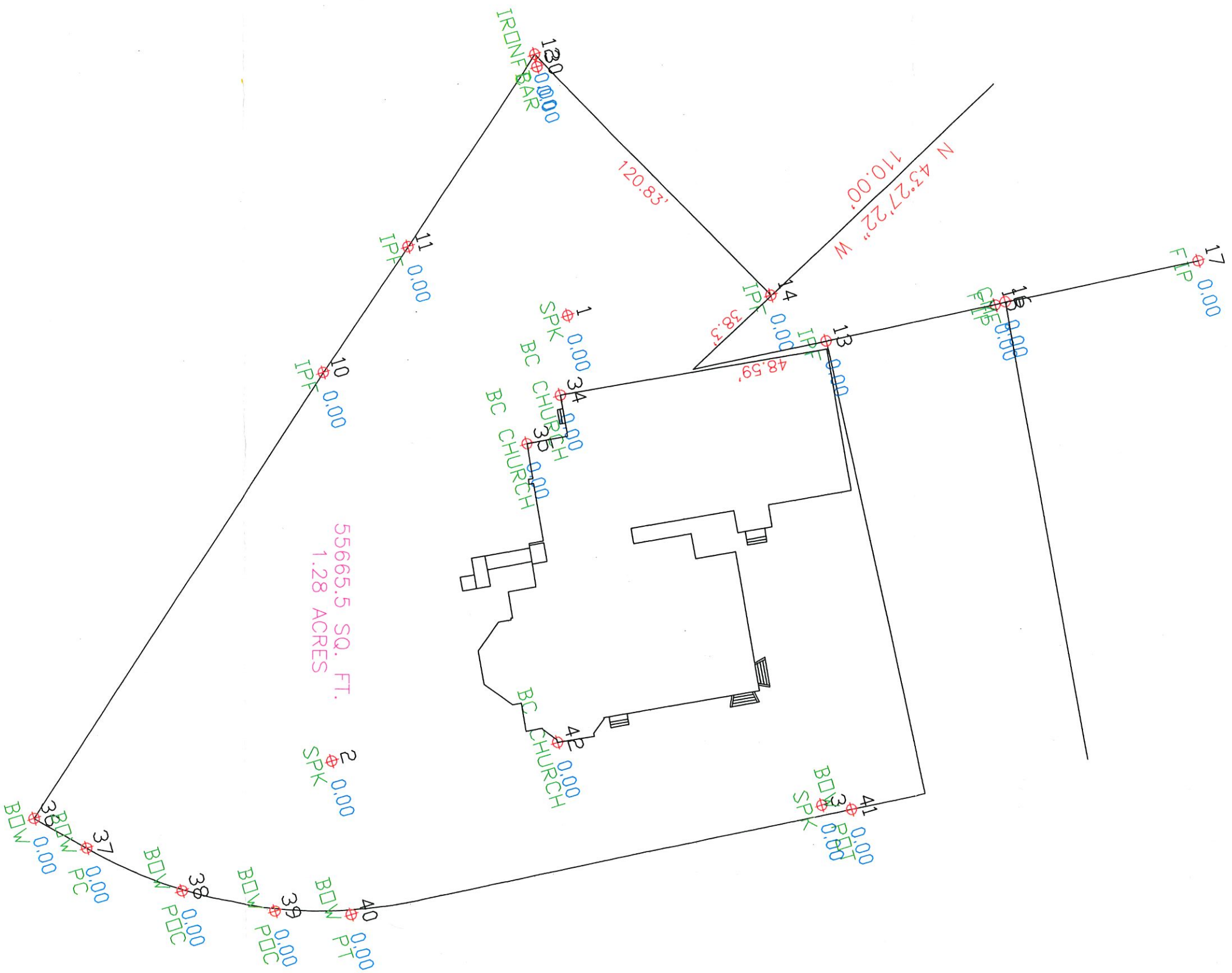
I hereby certify that the owner of the subject premises has been fully informed of the alterations and that said owner is in full agreement with this application.

Applicant/Agent Signature Carol P Rose Lindsay Ashton

<input type="checkbox"/> Site Plan, if applicable
<input type="checkbox"/> Scaled and measured detailed drawings, including, but not limited to, plans and elevations of the proposed alterations or improvement, or in the alternative, a scale mock up.
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<input type="checkbox"/> For a proposed new structure, photographs* of the subject site and all buildings in the immediate vicinity.
<input type="checkbox"/> Samples of materials or copies of manufacturers product literature.
*Photographs shall be printed or mounted on 8 1/2 X 11 paper or cardboard, and labeled

Date Rec'd <u>3-19-21</u>	Initials <u>CD</u>	HDC Meeting <u>4-7-21</u>	Case # <u>4-7-21-07</u>
HDC Approval (signature)			







Mayor & Council of Berlin

10 William Street
Berlin, MD 21811
410-641-2770
www.berlinmd.gov



HISTORIC DISTRICT BUILDING PERMIT APPLICATION

Date Received: <u>3/22/21</u>	Property Address: <u>17 N. MAIN ST BERLIN MD 21811</u>
Property Owner: <u>JACK BURBAUGH</u>	Phone: <u>910 (410) 213-1900 ext 1102</u>
Property Owner Address: _____	Email: <u>spielstick@bwdc.com</u>
Applicant: <u>MICHAEL COSMAN</u>	Phone: <u>913-522-7257</u>
<input type="checkbox"/> Owner <input checked="" type="checkbox"/> Tenant <input type="checkbox"/> Contractor	Email: <u>jato@eastandmainshoresupply.com</u>
Address: <u>14 GRANTY LN BERLIN MD 21811</u>	

Type of Work:			
<input type="checkbox"/> Alterations	<input type="checkbox"/> New Construction	<input type="checkbox"/> Addition	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Demolition	<input checked="" type="checkbox"/> Sign	<input type="checkbox"/> Awning	_____

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WOOD BROWN STAINED, WHITE LETTERING 42" W 17.5" H LOCATED
UNDER AN OVER HANG IN FRONT OF STORE, ATTACHED BY EXISTING HOOKS
AND METAL HARDWARE

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I hereby certify that the owner of the subject premises has been fully informed of the alterations and that said owner is in full agreement with this application.

Applicant/Agent Signature [Signature]

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Date Rec'd <u>3/22/2021</u>	Initials <u>CD</u>	HDC Meeting <u>4-7-21</u>	Case # <u>4-7-21-08</u>
HDC Approval (signature) _____			



Logo lettering



Location



Pre-existing hooks



Hardware

EAST AND MAIN SHORE SUPPLY NEW SIGN
PROPOSAL INFORMATION

17 NORTH MAIN STREET

SIGN SPECS FROM MANUFACTURER
LOCATION AND HARDWARE

MICHAEL COSMAN

Plak That
12636 Sunset Avenue, H6, Ocean City, MD, 21842
contact@plakthat.com
+1 443-664-6268
EIN #: 46-0723559



https://plakthat.com

Quote 6187 #1

Storefront Sign

SALES REP INFO

QUOTE DATE
03/05/2021

QUOTE EXPIRY DATE
04/04/2021

TERMS
Prepay

ORDERED BY
East and Main Shore Supply

CONTACT INFO
Michael Cosman
info@eastandmainshoresupply.com
+1 913-522-7257

About this Quote:

#	ITEM	QTY	UOM	U.PRICE	TOTAL (EXCL. TAX)
1	17.5" x 42" Dark Stained Wooden Printed Hanging Sign 1" Thick Baltic Birch Ply. Espresso Stain. Spot White & CMYK Print. Double Sided Spar Urethane to be done by customer - Use Helmsman Water Based Clear Satin Spar Urethane Height: 17.5 Inches Width: 42 Inches Minwax - Espresso	1	Each	\$392.2018	\$392.20
2	Graphic Design Design Setup/ Mockups	0.5	Hr	\$60.00	\$30.00

This handcrafted quote is based on specific information you've given us and is valid for 30 days.
When you approve this quote, you are agreeing to pay 100% of the quoted price. We require a deposit (unless agreed upon terms apply) to begin work on your project. Once we receive your deposit, we'll schedule your project and email you with any questions or if there are design proofs that need to be approved. The remaining balance is due upon completion of your order.
Need to make changes?
No problem - but please realize changes to quantity or specifications may affect your price. We will provide you with an updated quote based on the changes.

Shipping:	\$0
Misc. Charges:	\$0
Subtotal:	\$422.20
Sales Tax (6%):	\$23.53
Total:	\$445.73

Downpayment (100.0 %) \$445.73

SIGNATURE:

DATE: