



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
August 3rd, 2022– 5:30 PM
Berlin Town Hall – Council Chambers**

1. Call to Order
2. Agenda Adoption
3. Approval of Minutes: July 6th, 2022
4. 204 South Main Street- Requesting windows & siding
5. 105 South Main Street – Exterior renovations / remodel
6. 208 North Main Street – Demolition and Replacement of ramp and double porches
7. 11 Broad Street – Requesting removal of existing rotten fence with a new fence
8. Comments from the Public
9. Comments from the 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

Town of Berlin
Historic District Commission
July 6, 2022

Chairman Norman Bunting called the July 6th, 2022, meeting to order at 5:30PM. Members present were Norman Bunting, Mary Moore, John Holloway, Brian Robertson and Laura Stearns. Staff present were Planning Director Dave Engelhart and Permit Coordinator Carolyn Duffy.

Chairman Norman Bunting called for a motion to adopt the July 6, 2022, agenda. Mr. John Holloway made the motion to adopt the July 6, 2022, agenda. Mrs. Mary Moore seconded the motion, and it was unanimously accepted by the commission. Chairman Bunting called for a motion to approve the minutes from the June 1st, 2022, meeting. Mrs. Laura Stearns made the motion to approve the June 1st, 2022, minutes. Mr. John Holloway seconded the motion, and it was unanimously accepted by the commission.

Chairman Bunting called the first Case # 7-6-22-10 Mr. Jeff Auxer of 19 Jefferson Street. Chairman Bunting told Mr. Auxer to tell the commission members what he wanted to do. Mr. Auxer stated it was straight forward he stated he had built panels so people could put locks on it and take pictures by the Love Locks logo just something for people to do. He stated the background was terrible it has gas meters, electric meters back there that the town owns so they would have to be careful with that. He stated he wants to create a mural using the Love Lock logo. He stated the idea is to make something nice and to cover up the meters. Mrs. Mary Moore commented on an Ivy wall of leaves for the background. Mr. Auxer said they fall off a lot. Mrs. Moore called it gritty urban. Chairman Bunting thought it was a neat idea. Mr. Auxer stated he was trying to bring a little color back there. Mrs. Laura Stearns stated your building is artsy and they are trying to make it an art street. Mrs. Moore asked how many feet were between the lock area and the building. Mr. Auxer replied about 3-4 feet. Mr. Robertson said you can't judge the depth of the locks by just looking at it. Planning Director Dave Engelhart replied you can't cover the meters. Mr. Auxer stated he and Kevin Fitzgerald would be painting the rear of the building.

Chairman Bunting told the commission he is asking for a mural. He asked Mr. Auxer is this what we are approving and is the final drawing. Mr. Auxer replied yes. Mr. John Holloway stated he liked it and it was very creative. Mr. Brian Robertson added it would add interest to the street. Mr. Auxer stated you don't have to pay anything to do this they have family names on the locks and people take pictures there. Chairman Bunting called for a motion.

Mr. John Holloway made the motion to approve Case # 7-6-22-10 as presented. Mrs. Laura Stearns seconded the motion.

Chairman Bunting called Case # 7-6-22-11 103 South Main Street requesting an inground pool. He asked Mrs. Brushmiller to tell the commission what they wanted to do. Mrs. Nicole Brushmiller stated they wanted to put in a fiberglass inground pool with decking. She stated they had changed their minds about putting in a structure so it would be just the pool and decking. The steps would be the other way she stated. Chairman Bunting stated it would be behind the

house asked if everyone had questions for Mrs. Brushmiller. All members were good with the pool application. Chairman Bunting called for a motion.

Mrs. Laura Stearns made the motion to approve Case # 7-6-22-11 as presented. Mrs. Mary Moore seconded the motion, and it was unanimously accepted by the commission.

Planning Director told the commission that the next item was not on the agenda, and he had discussed it with Chairman Bunting. Trying to get this one in for Mrs. Caitlin Lacombe the new proprietor of Mandala Pies that is going across the street. The application is for her sign so she can get open sooner than our August meeting. In the interest in time, she had her husband hold up the sign where the brackets are located. Mrs. Lacombe stated the address as 15 William Street. Mrs. Moore thought this was exciting. Mrs. Lacombe told the commission they were sweet and savory pies. Her colors are turquoise and teal. She stated they took the measurements from the brackets and showed the commission what the sign would look like. It would be two sided. Chairman asked about the material if it would be wood. Planning Director told them it would be a composite. Mrs. Lacombe stated that wood does not have a long life. The wording would be raised a little bit and not etched inside. Mrs. Lacombe stated she had started making pies when her son was four months old. She also has a business in Vienna Maryland but wanted to be in Worcester County also. Looking to open in about two weeks. Mrs. Moore asked what is requested the most out of her pies. Mrs. Lacombe replied Vegetable Hand Pie and Quiche.

Mr. Engelhart asked Mrs. Lacombe if she had scheduled a ribbon cutting yet. She said her husband had to leave for two weeks for the Army and when he returns, they would have one. Mr. Engelhart told her to contact Mrs. Joann Unger in the Mayor's Office because the mayors have always participated in the ribbon cuttings. Normally it's a Chamber event and that would help you. Mr. Engelhart stated Mrs. Ivy Wells could help her with that also. Chairman Bunting called for a motion.

Mrs. Laura Stearns made the motion to approve Case # 7-6-22-13 as presented. Mrs. Mary Moore seconded the motion, and it was unanimously accepted by the commission. Mrs. Moore stated she thought this complemented Baked Desserts. Mrs. Lacombe thanked the commission.

With no other comments from Staff, Public or Commissioners, Chairman Bunting asked about the Burbage building. Chairman Bunting also asked about the air conditioning units on Main Street that looked like they were going to fall out also the bushes on Pitts Street Burbage Funeral Home. Chairman Bunting called for a motion to adjourn. Meeting adjourned 6:05PM

Respectfully Submitted,



Carolyn Duffy



Mayor & Council of Berlin

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Phone 410-641-2770 Fax 410-641-2316
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HISTORIC DISTRICT COMMISSION APPLICATION

Date: 7/18/22 Subject Property Location: 204 S. Main St. Case #: 8-3-22-13
Property Owner: Kevin + Jacqueline Ball Owner Phone #: 443-880-6253
Owner Address: 10314 Longview Ct. OC MD Owner Email: jackie94@comcast.net
Agent/Contractor: Bob Purcell Agent Phone#: 443-783-4867
Work Involves: ☒ Alterations ☐ New Construction ☐ Addition ☐ Demolition ☐ Sign ☐ Other

DESCRIPTION OF WORK PROPOSED:

replace windows with Marvin - example to follow
replace siding - details to follow in packet

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 8/3/22 (date). 5:30 pm

Applicant Signature

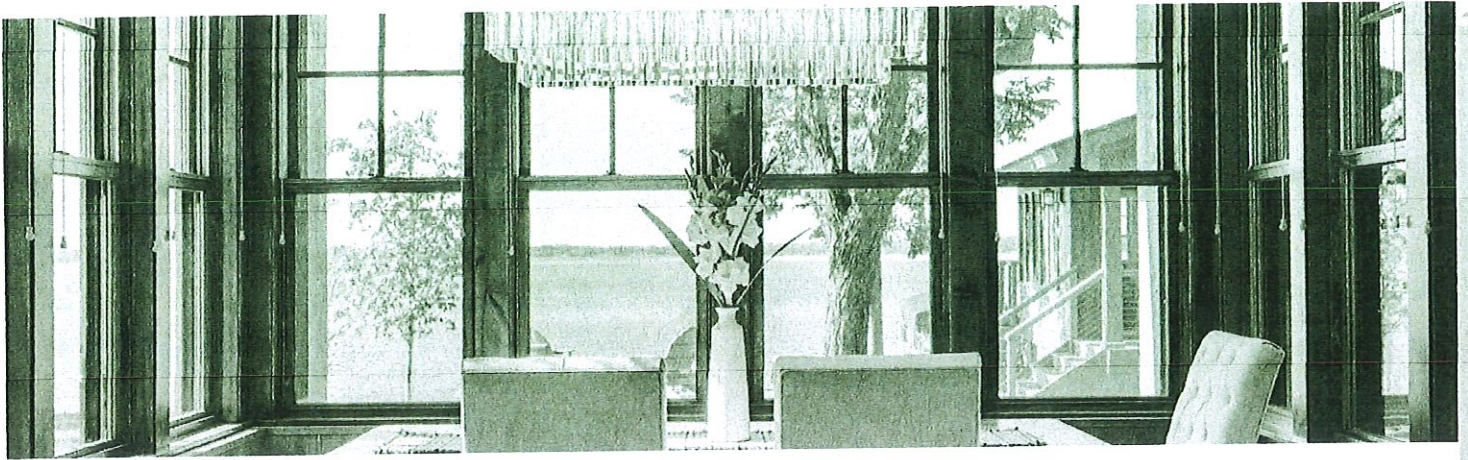
Date 7/18/22

APPROVED:

Historic District Commission Chair (Date)

Planning Director (Date)





DOUBLE HUNG - will provide sample at meeting
WINDOWS

< Window Types

(All windows replaced)

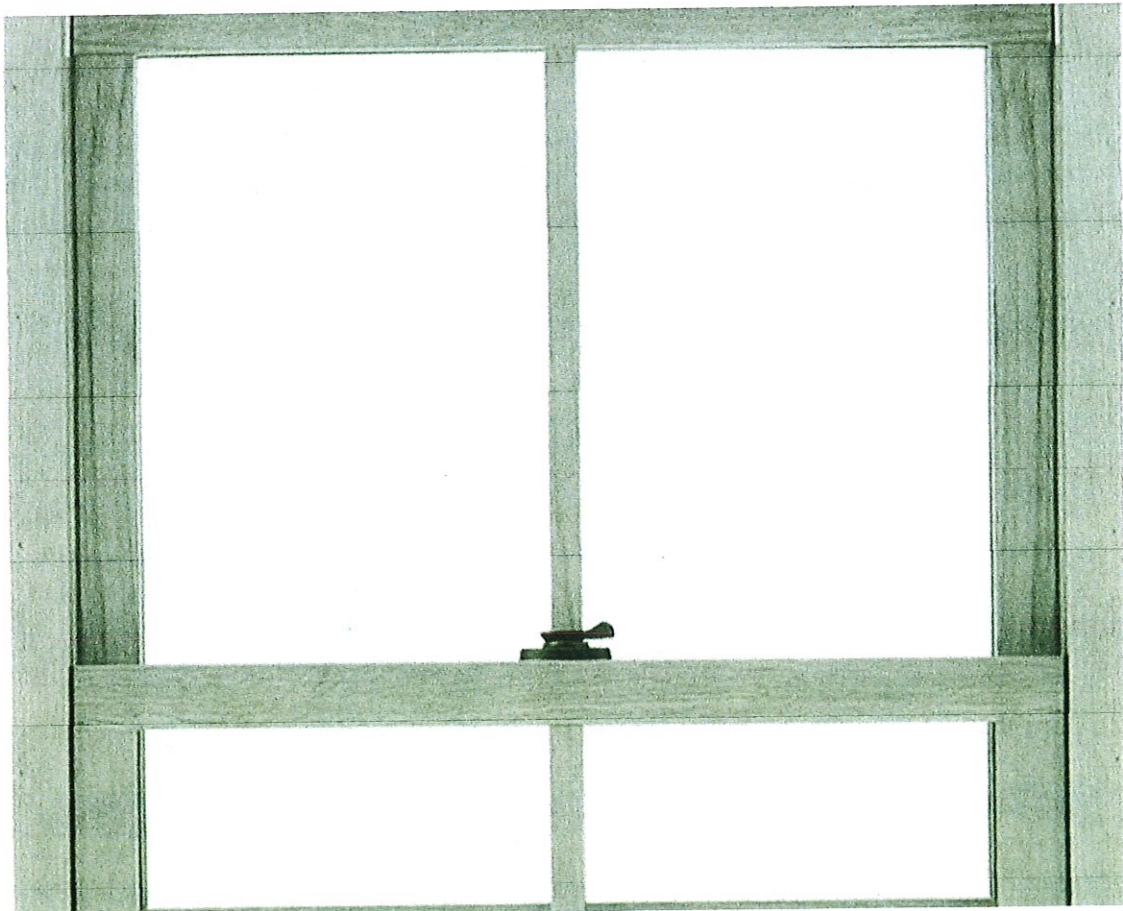
MARVIN 

Products

Solutions

Inspiration

Why Marvin







Hardie® Plank Lap Siding

(Smooth)

[Download the Product Catalog >](#)

[Request a Sample >](#)

[Request a Quote](#)

Possibly gray - not definite about color

Traditional and timeless. Sleek and strong. Hardie® Plank lap siding is not just our best-selling product—it's the most popular brand of siding in North America, protecting and beautifying more homes from coast to coast.

HARDIE® PLANK LAP SIDING PRODUCTS

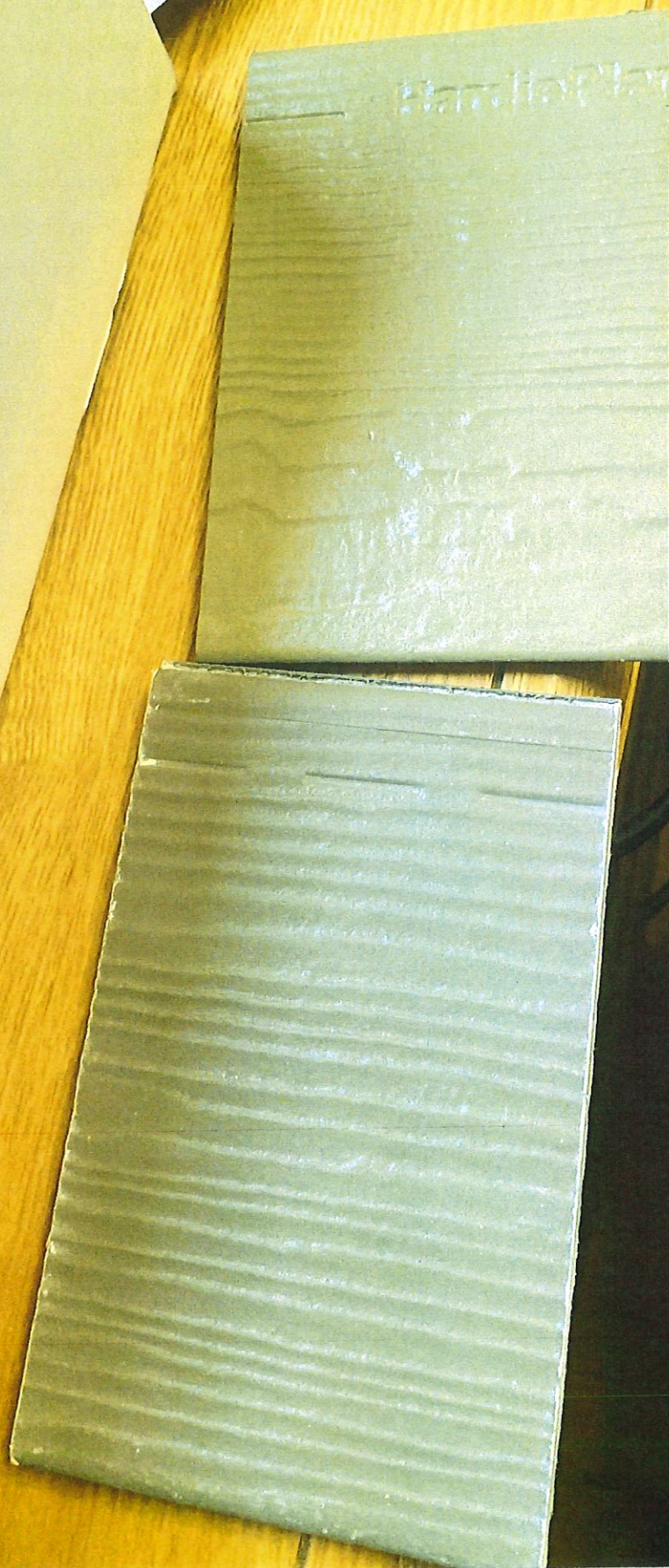
The products you'll see below are readily available for zip code 90002. Not your zip code? Update it now.

HARDIE® PLANK LAP SIDING
SELECT CEDARMILL®

HARDIE® PLANK LAP SIDING

Products

[Share](#) [Save Idea](#)



THE STATEMENT COLLECTION™

Classic shades—engineered with long-lasting ColorPlus® Technology—will make a statement that resonates for generations. The tried and true colors of James Hardie's Statement Collection™ products were designed for every home. They're our most popular hues. And they are readily available in your region.

SIDING COLORS

Colors shown may vary due to screen resolution. Please see actual product sample for true color.

Gray Slate



[Request a Quote](#)

[Request a Sample](#)

AVAILABLE SIZES

THICKNESS:	0.312"
LENGTH:	144" boards
WIDTHS:	8.25"
EXPOSURES:	7"



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HISTORIC DISTRICT COMMISSION APPLICATION

Date: 07/18/2022 Subject Property Location: 105 s main st Case #: 8-3-22-14

Property Owner: Mary Del Puppo Owner Phone #: (443) 786-0605

Owner Address: 105 s main st Owner Email: gennamary@gmail.com

Agent/Contractor: Poole Construction Agent Phone#: _____

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

DESCRIPTION OF WORK PROPOSED:

* please note that I clicked 'addition' but all the check marks checked themselves! it's just addition we will be restoring the porch across the front; adding an owners suite on the side, and off of that adding an additional living space.

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Applicant Signature: Mary Del Puppo Date: 7/18/22

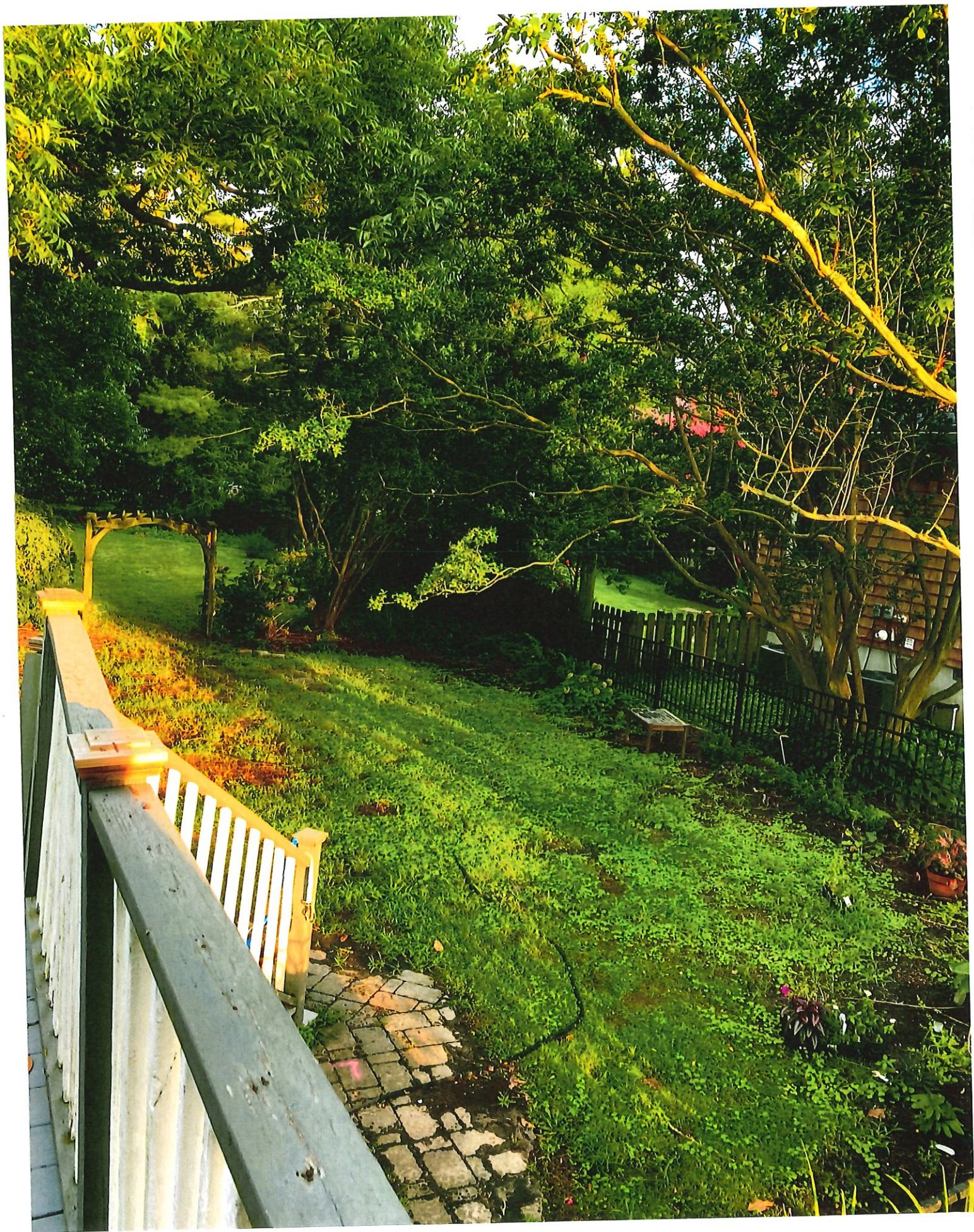
APPROVED:

Historic District Commission Chair (Date)

Planning Director (Date)

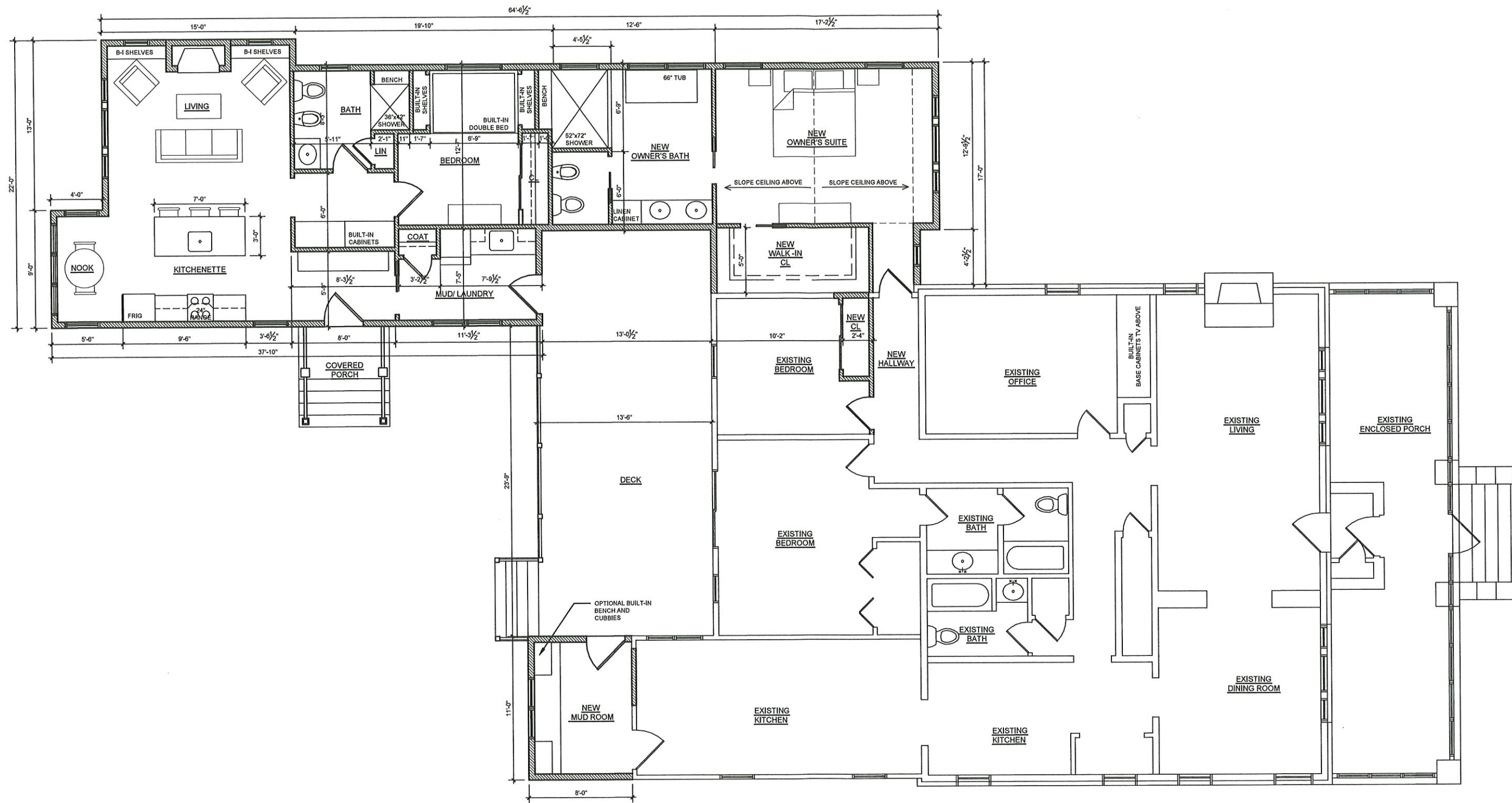












PROPOSED PLAN
1/8"=1'-0"

DRAWING LEGEND	
.....	DEMO
————	EXISTING WALL
=====	NEW FRAMED WALL
INLAW SUITE ADDITION- LIVING SPACE- 746 S.F. OPTIONAL DECK/ PORCH- 66 S.F. MAIN HOUSE ADDITION OWNER SUITE- 465 S.F. SUNROOM / PORCH RENO- 379 S.F. MUDROOM- 87 S.F. NEW DECK- 415 S.F.	

ADDITION AND RENOVATIONS TO:
105 S. MAIN STREET
BERLIN, MARYLAND

DATE:	ISSUED FOR / DELTA
7-06-22	SCHEMATIC
7-07-22	SCHEMATIC
7-15-22	SCHEMATIC
7-19-22	TOWN SUBMISSION

JOB NO: 21-062

SHEET TITLE:
**PROPOSED
PLANS**

SHEET NO:

A-1

ADDITION AND RENOVATIONS TO:
105 S. MAIN STREET
BERLIN, MARYLAND

DATE:	ISSUED FOR / DELTA
7-06-22	SCHEMATIC
7-07-22	SCHEMATIC
7-15-22	SCHEMATIC
7-19-22	TOWN SUBMISSION

JOB NO: 21-062

SHEET TITLE:
**PROPOSED
 ELEVATIONS**

SHEET NO:

A-2

COPYRIGHT 2022





105 S. MAIN STREET
BERLIN, MARYLAND

DATE:	ISSUED FOR / DELTA
7-06-22	SCHEMATIC
7-07-22	SCHEMATIC
7-15-22	SCHEMATIC
7-19-22	TOWN SUBMISSION

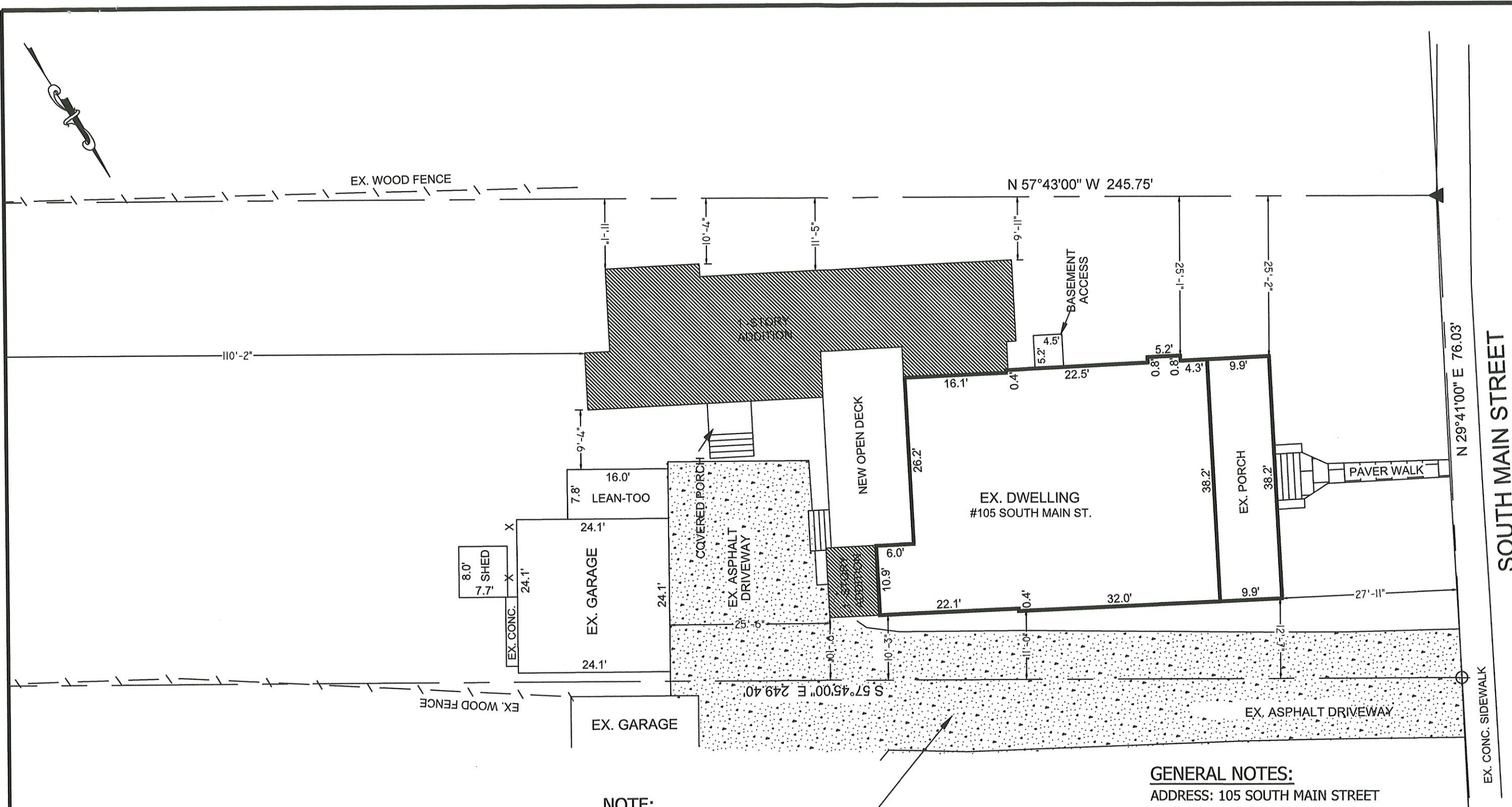
JOB NO: 21-062

SHEET TITLE:
PROPOSED
SITE

SHEET NO:

A-3

COPYRIGHT 2021



SCHEMATIC SITE PLAN

$$1/16'' = 1' - 0''$$

BASED ON SURVEY BY RUSSELL T. HAMMOND
FILE NUMBER 2020-2880
10/19/2020

NOTE:

EXISTING ASPHALT DRIVEWAY USE
AND MAINTENANCE AGREEMENT,
PER DEED 1744/406 RECORDED IN
THE LANDS RECORDS OF
WORCESTER COUNTY.

GENERAL NOTES:

ADDRESS: 105 SOUTH MAIN STREET
TAX MAP 302, PARCEL 884
DEED REF.: 7209/493
PLAT REF.: 1744/411
LOT AREA: 18,823 S.F.±
EX. ZONING: R-2
ZONING SETBACKS:
FRONT: 25', REAR: 35'
SIDES: 8' MIN., TOTAL = 20'
FLOOD ZONE: X
PER FIRM NO. 240141 0153 H



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HISTORIC DISTRICT COMMISSION APPLICATION

Date: 7/18/22 Subject Property Location: 208 N Main St Case #: 8-3-22-15
Property Owner: Berlin Heritage Foundation Owner Phone #: 410 641 1019
Owner Address: 208 N Main St. Owner Email: info@taylorhousemuseum.org
Agent/Contractor: Nate Reisk Burley Builders Agent Phone#: 410-430-3890
Work Involves: ☐ Alterations ☒ New Construction ☐ Addition ☒ Demolition ☐ Sign ☐ Other

DESCRIPTION OF WORK PROPOSED:

demolish and replace double porches exactly as they were
demolish and replace ramp with new design

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Applicant Signature _____ Date _____

APPROVED:

Historic District Commission Chair (Date)

Planning Director (Date)

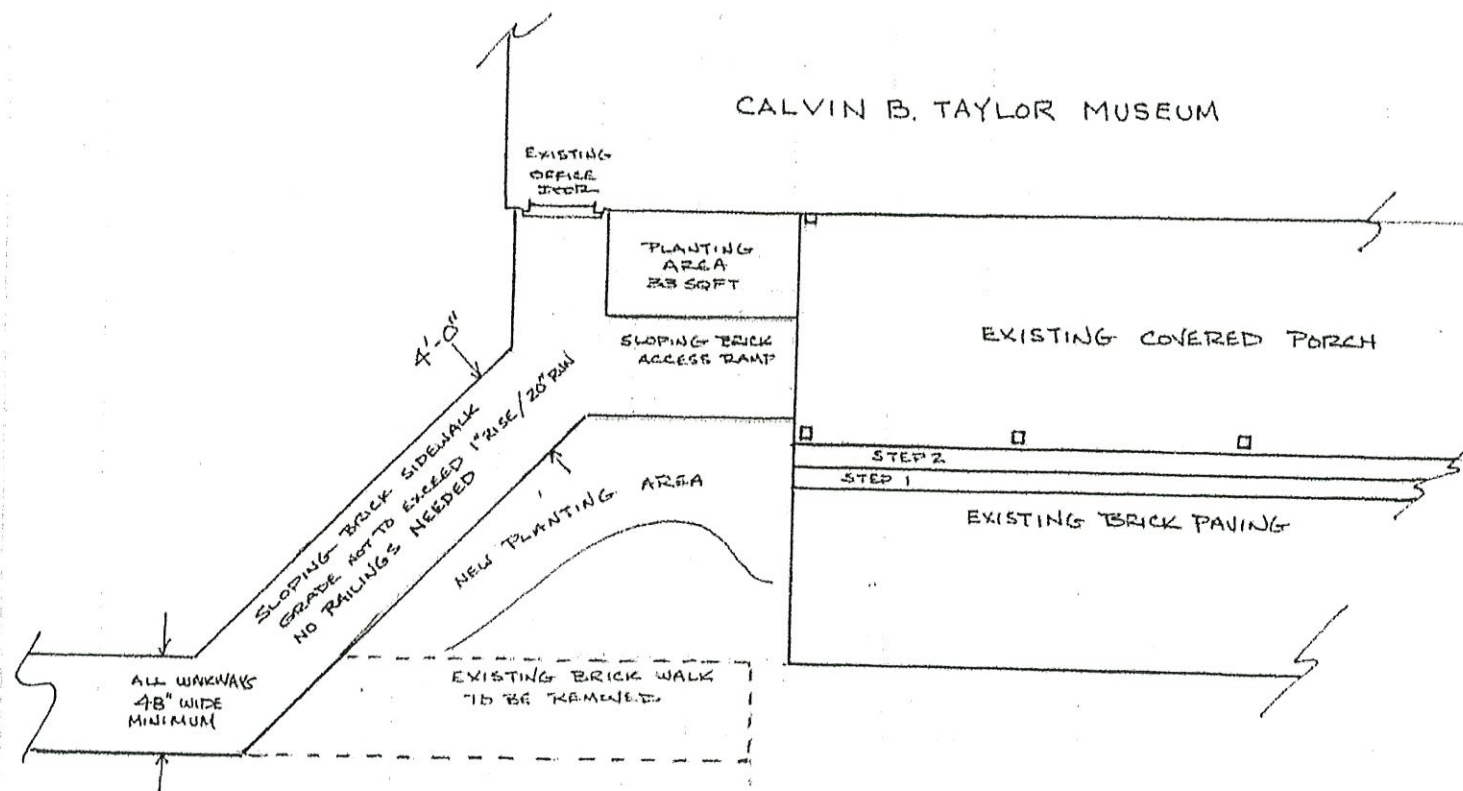








PROPOSAL FOR REVISION OF ADA ACCESS RAMP



BURLEY BUILDING CO. LLC.
NATHANIEL REISTER



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: 7/18/22 Subject Property Location: 11 Broad Street Case #: 8-3-22-16
Property Owner: Ray Shockley / Joe Moore Owner Phone #: 410-289-3553
Owner Address: 319 South Main St. Berlin Owner Email: jmoore@whmsh.com
Agent/Contractor: McGee Fence Agent Phone#: 410-641-0910

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

DESCRIPTION OF WORK PROPOSED:

replace existing fence which has rotted with new fence
3 feet tall / colonial gothic pickets

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Applicant Signature Sm 127 EA Reid Date 7/18/22

APPROVED:

Historic District Commission Chair (Date)

Planning Director (Date)



← current



proposed →

McGEE Fence

"Good Fences make Good Neighbors"

MHIC #138222 • DE #2016600331

Office: 1-888-FENCING
Office: 410-641-0910
Fax: 301-542-0020
McGeeFence@verizon.net

376 Duelling Way
Berlin, MD 21811
www.McGeeFence.com

NAME <u>Ed Reid</u>		HOME PHONE <u>1-443-513-0392</u>	DATE <u>7-12-22</u>
JOB ADDRESS <u>11 Broad St</u>		WORK	CELL
CITY <u>Berlin</u>	EMAIL <u>ereid57@hotmail.com</u>		
STATE <u>MD</u>	ZIP <u>21811</u>	BILLING ADDRESS	
CROSS STREET	CITY	STATE	ZIP
Permit <u>Y2S</u>	Survey Plot	Lot Stake Out	
<p>① To Tear out and remove approx 38' linear feet of 36" tall wood fence</p> <p>② To install approx 38' linear feet of 36" tall Pressure Treated Picket Fence, Colonial Gothic Pickets, Standard Post, Blackcaps 2.5 spacing To include 1-6' Double Drive gate inswing</p> <p>* All Post set in concrete</p> <p>* Includes Building Permit</p> <p>Price \$2228.00</p>			
APPROXIMATE START/COMPLETION DATE:			
CREDIT CARD#:		EXP. DATE:	CCV/CHECK#

WE HEREBY PROPOSE TO FURNISH LABOR AND MATERIALS - COMPLETE IN ACCORDANCE WITH THE ABOVE SPECIFICATIONS, FOR THE NET CASH SUM OF: [\$2228.00 TOTAL]

[\$740.00] DEPOSIT WITH ORDER, [\$] DUE ON START DATE, [\$1488.00] DUE UPON COMPLETION.
\$30 Fee for any returned checks. 3% Convenience Fee for any credit card transactions. Estimate valid for 30 days for purpose of acceptance by buyer. Buyer agrees to pay for the goods, services and installation referred above in accordance with the terms of this agreement.

Sales Representative: Patrick S. Mark Date: 7-12-22

Customer Signature: _____ Date: _____

Buyers Right to Cancel: You, the buyer, may cancel this transaction at any time prior to midnight of the third business day after the date of this transaction. Customer has read and understands both sides of this contract in its entirety and accepts all terms and conditions as set forth herein.

We accept: