



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
June 7th, 2023– 5:30 PM
Berlin Town Hall – Council Chambers**

1. Call to Order
2. Agenda Adoption
3. Approval of Minutes: May 3, 2023
4. 6 South Main Street – Requesting new signage and awning
5. 23 South Main Street- Replacing rear steps and landing
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

Town of Berlin
Historic District Commission
May 3rd, 2023

Chairman Norman Bunting called the May 3rd, 2023, meeting to order at 5:31PM. The members present were Norman Bunting, Carol Rose, Brian Robertson, Mary Moore and Laura Stearns. Absent from the meeting was John Holloway. Staff present were Town Administrator Mary Bohlen and Permit Coordinator Carolyn Duffy.

Chairman Norman Bunting called for a motion to adopt the May 3rd, 2023, agenda. Ms. Carol Rose made the motion to approve the 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 April 5th, 2023, meeting. Mrs. Laura Stearns made the motion to approve the minutes from the April 5th, 2023, meeting. Mrs. Mary Moore seconded the motion, and it was unanimously accepted by the commission.

Chairman Bunting called Case # 5-3-23-11 Mr. Michael & Deborah Everett to come forward. Ms. Carol Rose recused herself from this case. Mrs. Deborah Everett told the commission she was glad to be here, and they had purchased 1 South Main Street. She stated they were not going to change anything, just wanted to make a green space for anyone in the town to use. She stated her husband Mr. Everett had been building planter boxes. Mrs. Everett said they would like to cut off the pedestrian walkway around the corner of the building because she thought it was a dangerous spot. She said that would be blocked off by the planter boxes. The sidewalk had been taken away. The planters would go down the length of that opening and they would leave an opening with a lattice arch down by Baked Desserts. The park will be called The Ever Moore Park for the Evette and Moore grandchildren. The building has been placed in a trust for the grandchildren.

They also presented pictures of the flowers they wanted to plant. The butterfly that was there belonged to Hunter, Ms. Patti Backer from the Dusty Lamb will be doing something for them there so people will feel welcome and will come take pictures in the park. They are going to try to hide the drive through window with lattice and flowering Jasmine. They have also ordered three concrete umbrella tables to be placed in the center for anyone to use. Mrs. Mary Moore thought that a great idea was going to be a nice pocket area. Mr. Everett said years ago you could hang out in front of the Atlantic Hotel but now you can't, they have their tables set up there. Mr. Everett stated this was a gift from her grandfather and they intern have turned it into a trust for their grandchildren. He said it would be in the trust for about another forty years. He said nothing would happen with that building during their lifetime. They said they are doing this to give back to the town. The commission members told them they were investing in it as well. Mr. Everett said the landscaping alone is about \$5000.00 dollars. Mrs. Everett replied to the sweat equity they won't put a price on that. Mr. Everett stated the three flower boxes would be 8ft x 2ft. filled with encore azaleas and will bloom three times a year. Behind the Dusty Lamb will be Nandinas and Hostas in that area. Japanese Holly along the street side with seasonal

perennials planted in between. Mrs. Laura Stearns asked if he had thought about staining the wood. Mr. Everett replied not at first would rather be natural. He stated by the time Scotland landscaping gets done with the boxes they are going to weigh tons. Mrs. Everett said she had thought of plantings that would cover the boxes something that would keep growing and not die every year. Mrs. Moore thought about the vinca vines they may do well. Mr. Everett mentioned the air conditioning units sitting there were on their property and that he wants to be a good neighbor. On one corner he is going to put a bush and move Baked Dessert's planters to cover units also wants to put lattice to hide it the units have been there a long time.

Town Administrator Mary Bohlen asked if she could make one suggestion and that was to ask the landscaper to consider more native species for the planting. Mrs. Moore asked what she would suggest for planting. Ms. Bohlen stated she didn't have the knowledge but knew the Nandina was an Asian plant not native to the United States. Mr. Everett stated he had asked Scotland yards, and these were the listings he suggested. Mrs. Everett stated they were quick growers and tolerant. Mr. Everett said ornamental Cherry trees will be by the telephone pole to try to soften that look. Mr. Matt Amey from the public stated a couple of weeks ago at the Ocean City Golf Course they talked about a web site called the native plant finder where you can put in your zip code, and it would give you a list of the native plants in your area. It could help you build a pollinator garden, or to rejuvenate the region. Mrs. Everett said she would like to get that from him.

Mr. Brian Robertson said Ms. Victoria Spice is a good resource and is on the horticulture board and she lives on Washington Street. Ms. Kate Patton is also a good resource. Mrs. Stearns asked what the lattice would look like. Mr. Everett stated they would be the 4x8 sheets the thicker lattice. Chairman asked how it would be fastened to the wall. Mr. Everett said there would be a 12-foot-long planter box, on the inside of the box would be a 2x4 that will attach to the green board on the top of drive through attached with two screws top and bottom and eventually the plants will grow and cover the lattice. Mrs. Mary Moore thought it was a wonderful idea. Her thoughts with the native plants must be cared for or they will look messy. Mrs. Everett said that area didn't get a lot of sunlight, so they went with his suggestions. Hoping to have another picture in there for photos.

Chairman Bunting called for a motion. Mrs. Laura Stearns made the motion to approve Case # 5-3-23-11 as presented. Mrs. Mary Moore seconded the motion, and it was unanimously accepted by the commission.

Chairman Bunting called the next applicant Mr. Matt Amey of 8 Jefferson Street a continuance of Case # 4-5-23-05 for windows. Mr. Amey stated he was back with some clarification from last month's meeting. He stated the windows had been tabled last month so he was back to show the commission a more complete rendering of what it would look like once completed. He stated he had received approvals for the ramp, the doors and the brick work, siding, and the roof. He said he created the drawing for the commission and had applied for a façade grant with Mrs. Ivy Wells, Economic Development and had received it. He stated hoping to get approval for the windows so he can move forward because he has twelve months to complete his project. Ms. Carol Rose stated it's much easier to see what you are trying to accomplish. Mrs. Mary Moore

stated it had turned out very well. Mr. Brian Robertson stated the windows had changed from last month's meeting. Mr. Amey said the porch will have windows that can open for air flow. The front façade is from Dhiru Thadani who was in town last week. He attended the Historic District Commission's meeting last month. He came by Mr. Ameys house along with Mr. Ron Cascio. Mr. Amey stated that Mr. Thadani talked to him about how his house is designed and how it should be based on historical records where it's a three-panel temple recorded look and then three days later Mr. Ron Cascio forwarded this picture. Mr. Amey said he wanted to clarify he didn't have the porch on the side where the new door is located. He stated he added it to the drawing because he needed a way to get into that door. Tried to design it so it would match.

Mrs. Stearns thought it looked so much better with the longer windows. Mr. Amey said he was just trying to replace where he had an opening, but Mr. Thadani said if you look around the structures have longer windows. The second floor has shorter windows. He thanked Mr. Robertson for coming to his house.

The members agreed that it looked so much better. Mr. Amey stated he was almost finished with putting on the board and batten. Ms. Carol Rose made the motion to approve as presented Case # 4-5-23-05 for 8 Jefferson Street as revised. Mrs. Mary Moore seconded the motion, and it was unanimously accepted by the commission. Mr. Amey thanked the commission members. Well wishes were given to Mr. Dave Engelhart who has been out sick. The meeting was adjourned at 5:55PM.

Respectfully Submitted,



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: 5-22-2023 Subject Property Location: 6 South Main St, Berlin, Md. 21811 Case #: 6-7-23-12
Property Owner: Foster Schoch Owner Phone #: 410-251-4077
Owner Address: PO Box 946 Berlin, Md. 21811 Owner Email: Fosterschoch@mac.com
Agent/Contractor: Jack Curry Agent Phone#: 410-726-6395

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

DESCRIPTION OF WORK PROPOSED: Install new awning on front building and new signs on front and side wall along with over front entrance.
CASSANDRA BROWN: (443) 235-0889

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 6/7/2023 @ 5:30 pm (date).

Applicant Signature: Cassandra Brown Date: 5-22-2023

APPROVED:

Historic District Commission Chair (Date)

Planning Director (Date)



Jack Curry • 410-726-6395 • jackcurry57@gmail.com • 11355 St. Martins Neck Rd. Bishopville, Md. 21813

Proposal 2: Una Bella Windows Wall Signs

Feb 25th 2023

Attention: Cassandra

3D Wall sign with raised routed letters and flat black backer and accent bars \$ 800



Materials \$ 600*
Labor/ Delivery \$ 675
Sales Tax 36*

Total Job Cost \$ 1311

Thanks for the opportunity
Jack Curry

Jack Curry

Please initial all categories / sign/ fax back to 410-352-3710

	OK as is PROCEED	Change / PROCEED	Change / NEW PROOF
Design	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Layout	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Spelling	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Signature _____ Date _____

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Jack Curry • 410-726-6395 • jackcurry57@gmail.com • 11355 St. Martins Neck Rd. Bishopville, Md. 21813

Proposal: Una Bella Above Door Plaque

Nov 7th 2022 Attention: Cassandra

Design, manufacture and install (1) single sided plaque for wall at door entrance.

Material: 1/2" solid PC backer... with vinyl cut graphics or routed 3D pvc

Installed with ss screws or poly glue to wall surface



Above door entrance wall Plaque is : 10.5 x 48

Wall surface

Materials \$ 200*

Labor/ Delivery \$ 150

Sales Tax 12*

Total Job Cost \$ 362

Thanks for the opportunity
Jack Curry

Please initial all categories / sign/ fax back to 410-352-3710

	OK as is PROCEED	Change / PROCEED	Change / NEW PROOF
Design	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Layout	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Spelling	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Signature _____ Date _____

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Proposal: Una Bella Side Wall Plaque

Feb 25th 2023 Attention: Cassandra

Design, manufacture and install (1) single sided plaque for wall facing north
 Material: 1/2" solid PC backer.... with full color digital print and clear uv laminate
 Installed with ss screws
 or poly glue to wall surface

Size 32 H x 40 L



Materials \$ 200*
 Labor/ Delivery \$ 200
 Sales Tax 12*

Total Job Cost \$ 412

Please initial all categories / sign/ fax back to 410-352-3710

Thanks for the opportunity
 Jack Curry

Jack Curry

	OK as is PROCEED	Change / PROCEED	Change / NEW PROOF
Design	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Layout	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Spelling	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Signature _____ Date _____

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HISTORIC DISTRICT COMMISSION APPLICATION

Date: 5/26/23 Subject Property Location: 23 S Main St Case #: 6-7-23-13
Property Owner: Adam Davis Owner Phone #: 410-908-3235
Owner Address: 23 S Main St Owner Email: ARDavis0303@gmail.com
Agent/Contractor: Owner Agent Phone#: 410-908-3235
Work Involves: ☒ Alterations ☐ New Construction ☐ Addition ☒ Demolition ☐ Sign ☐ Other

DESCRIPTION OF WORK PROPOSED:

2 options:

- ① Repair Existing Steps: Jack up corner and pour new footer
- ② Discard Existing Steps + Replace With Like Kind Materials

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 June 7th, 2023 (date).

Applicant Signature: [Signature] Date: 5/26/23

APPROVED:

Historic District Commission Chair (Date)

Planning Director (Date)

S. MAIN STREET

72.5'

4'

4'

EXISTING
DWELLING

106.92'

163.4'

6'

PROPOSED
ADDITION

TRIPOLI STREET

EXISTING
OUTBUILDINGS

CHURCH STREET

84.0'

4'

"SITE PLAN"

REISTER RESIDENCE

