



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
March 4, 2026 – 5:30 PM
Berlin Town Hall – Council Chambers**

- 1. Call to Order**
- 2. Agenda Adoption**
- 3. Approval of Minutes:** February 4, 2026
- 4. Case # HDC-03-04-26-08:** 23 South Main Street – Request for Exterior Renovations
- 5. Comments from the Public**
- 6. Comments from the Staff**
- 7. Comments from the Commissioners**
- 8. Comments from the Chairman**
- 9. Adjournment**

Any persons with questions about the above-referenced meeting or any persons needing special accommodations should contact Kate Daub at 410-641-4002. 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
Meeting Minutes
Wednesday, February 4, 2026

Chairman Bunting called the Historic District Commission meeting to order on February 4, 2026, at 5:31 PM. Members present were Vice Chair Laura Stearns, John Holloway, Carol Rose, Lisa Doyle, and Mary Moore. Staff in attendance were Acting Planning Director Ryan Hardesty, Special Projects Administrator Kate Daub, Code Enforcement and Zoning Official Chanita Lewis-Watson, Permits Coordinator Kaitlin Ahlers, and Legal Counsel Emily Morris, who attended virtually.

Chairman Bunting called for a motion to adopt the agenda for the February 4, 2026, meeting. Ms. Moore moved to approve the agenda, and Mr. Holloway seconded. The motion was passed unanimously.

Chairman Bunting called for a motion to approve the minutes from the January 7, 2026, meeting. Ms. Stearns made a motion to approve the minutes, and Ms. Rose seconded the motion. The motion was passed unanimously.

Chairman Bunting introduced Case #HDC-02-04-26-04, requesting approval to conduct exterior renovations to the Taylor House Museum at 208 N. Main Street. Ms. Rose informed the Commission that she would recuse herself from the case because she served on the museum board. Ms. Rose also stated that the property was under a Maryland Historical Trust easement and that the work was being performed by a licensed historical architect.

Dr. Melissa Reid presented the case to the Commission and explained that they were interested in repairing parts of the siding and replacing rotten wood currently on the Taylor House Museum. She explained that since the property is under an easement of the Maryland Historical Trust, they are required to follow very strict guidelines when conducting repairs. Chairman Bunting asked if they would be replacing all the siding. Dr. Reid stated that they would only be replacing sections. Additionally, she explained that they would only be replacing rotten wood under the dining room window and under the porch.

Chairman Bunting asked for a motion to approve the exterior renovations as presented. Ms. Stearns moved to approve, and Ms. Moore seconded. The motion was approved unanimously.

Chairman Bunting introduced Case #HDC-02-04-26-05, requesting to install a fence at 501 S. Main Street. Presenting the request was the homeowner, Daniel Cason. Mr. Cason explained that he was requesting to install a fence in the backyard of their home. Mr. Cason explained that the front would be a black aluminum fence, and the rest would be a six-foot privacy fence.

Chairman Bunting asked for clarification as to where the fence would be installed. Mr. Cason stated that he had an updated survey that better shows the fence location and asked if he could present it to the Commission. Chairman Bunting agreed, and the survey was presented. Mr. Cason explained that it will be all-black aluminum fencing from the shed to the side of the house, and then white privacy fencing that starts at the holly trees.

Chairman Bunting asked for a motion to approve the installation of the fence as presented. Mr. Holloway made the motion to approve, and Ms. Moore seconded the motion. The motion was approved unanimously.

Chairman Bunting introduced Case #HDC-02-04-26-06, requesting to modify the existing roof at 100 N. Main Street. Mr. Ed Reid, property manager of 100 N. Main Street presented the case along with Mr. Mike Johnson of Delmarva Roofing. Mr. Johnson explained that they were requesting the installation of ISO insulation on the roof and then covering it with a white membrane. Chairman Bunting asked what was currently on the building's roof, and Mr. Johnson said there was rubber roofing that would be removed.

Chairman Bunting asked for a motion to approve the roof modifications as presented. Ms. Rose made a motion to approve, and Mr. Holloway seconded the motion. The motion was approved unanimously.

Chairman Bunting introduced Case #HDC-02-04-26-07, requesting retroactive approval for unpermitted work at the Atlantic Hotel on 2 North Main Street. Ms. Stearns recused herself from the Commission, as she was presenting the application. Ms. Stearns was joined by Ms. Michelle Fager, one of the owners of the Atlantic Hotel. Ms. Stearns explained that she was the hotel's general manager and that Brian LeComp approached her with an offer to renovate the front of the building.

Ms. Stearns explained that the work was a gift from Mr. LeComp and that the hotel could not reasonably decline the offer. She stated that tree roots along the front walkway posed a safety hazard, prompting Mr. LeComp to remove them; during the removal, buried

electrical wiring was discovered. She explained that the wiring was subsequently removed and replaced with new electrical lines. In addition, the existing boxwoods and shrubbery were replaced, and pavers were installed in bare areas to match the surrounding Town streetscape as closely as possible.

Ms. Stearns further stated that the decision to proceed with the work was made by John Fager and that she had discussed the matter with Ms. Hardesty, Chairman Bunting, and Mayor Zack Tyndall. She explained that she later presented the concept to the Commission via email. Due to Mr. LeComp's proposal and the ongoing issues caused by the roots along the walkway, Ms. Stearns characterized the situation as an "emergency." She stated that once she realized she did not have full authorization to proceed, she contacted Mr. LeComp to stop the work, but he informed her that the stone was already on-site and that the existing materials had already been removed.

Chairman Bunting stated that the work does look nice. Ms. Stearns stated that the project was done out of love for the Town. Ms. Moore stated that, over approximately 20 years on the Commission, landscaping has never been a concern. She further stated that a flagship such as the Atlantic Hotel should not be held to such a technicality.

Chairman Bunting further commented that he does not appreciate being accused of violating the Town Code and the Maryland Open Meetings Act. Chairman Bunting explained that he received a text from Mayor Tyndall regarding conducting a poll vote to gauge the Commission's opinion on the planned work, and he was told that Ms. Stearns had also touched base with Ms. Hardesty. Chairman Bunting explained that when he realized what had occurred, he sent an email to Town Legal Counsel, Dave Gaskill. Chairman Bunting explained that he then received an email from Town Administrator Mary Bohlen. He explained that he did not give Ms. Stearns permission to start the job and felt this was a unique situation.

Ms. Stearns read a letter from John Fager to the Commission, which had not been entered into the record before it was read. Following the letter, Ms. Hardesty stated that the issue was not the renovations that had been completed, but that the proper approvals had not been obtained before the work began. Ms. Fager stated that Mr. Fager would be the one to pull the permits and that she was just following the directions that she was given.

Ms. Hardesty asked Ms. Stearns why the crew that performed the work was hooked into the Town's electric panel. Ms. Stearns stated that they were already hooked up to the Town's

electric and had just changed the wires. Ms. Hardesty clarified that the electrical work had been done prior to the issuance of an electrical permit by Worcester County.

Ms. Moore addressed Ms. Hardesty and stated that the Historic District Commission is very informal, and they all have worked together for a long time. She continued to state that in a small town such as Berlin, they receive a lot of questions as to what is going on within the Historic District. Ms. Moore stated that if there is something specific Ms. Hardesty wants, then she needs to put it in writing.

Ms. Daub addressed the Commission and explained that the issue was not the work itself but rather that the proper approvals had not been obtained before the work began. She further noted that even with a vote by the Commission to approve the proposed work, additional permits were still required prior to commencement. Ms. Rose stated that permission was never given and that they were only polling to gauge the Commission's opinion.

Berlin resident Cindi Krempel stated that this did not feel like an approval and more like a public rebuke. Ms. Hardesty stated that she had no benefit from making a rebuke of Ms. Stearns.

Ms. Morris asked to participate in the meeting virtually to address the Commission, but Ms. Rose stated that they could not hear her. When Ms. Morris attempted to repeat herself, Ms. Rose and Ms. Moore asked for clarification regarding her identity. After a third attempt to speak, Ms. Rose commented that if Ms. Morris wished to share her opinion, she should attend the meeting in person rather than virtually and further questioned who had retained her services.

Resident Tony Weeg stated, "There is a growing sense of antagonism and many facets of the Town. If the Planning Department cannot understand the gravity of the Atlantic Hotel and make that work, whatever you have to do, if that does not translate, then I do not think you understand Berlin."

Dr. Reid, who was still in the audience, asked for clarification as to who the ultimate voice for the Town was. She questioned if it was the Mayor, the Planning Department, or the Historic Commission.

Ms. Rose addressed the staff and stated that polling for information is not a violation of the Open Meetings Act. Ms. Hardesty stated that a poll conducted by the group must be publicly posted, which was not done in this case.

Mr. Joe Moore, a resident of Berlin and Chairman of the Town's Board of Appeals, addressed the Commission and staff. He stated that if there is a thought that a violation occurred, it must be sent to the Maryland Open Meetings Commission for review. He stated that if it was a technical violation committed in good faith, and if they found a violation, the Commission would issue an opinion.

Chairman Bunting requested a motion to approve the work completed at 2 N. Main Street. Ms. Rose made the motion to approve, and Ms. Moore seconded the motion. The motion was approved unanimously.

There were no other comments from the public, staff, or the Commission. The meeting adjourned at approximately 6:20 PM.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Kaitlin Ahlers", with a long horizontal flourish extending to the right.

Kaitlin Ahlers

Permits Coordinator



Mayor & Council of Berlin

10 William Street, Berlin, Maryland 21811

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

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received
2/2/26

HISTORIC DISTRICT COMMISSION APPLICATION

Date: 2/2/26 Subject Property Location: 23 S. Main St Case #: HDC-03-04-26-08
 Property Owner: Adam Davis / Lauren Georgovich Owner Phone #: 410-908-3235
 Owner Address: 23 S. Main St Berlin MD 21811 Owner Email: ARDAVIS0303@gmail.com
 Agent/Contractor: Nate Reister / Burley Building Agent Phone#: 410-430-3890
 Work Involves: Alterations New Construction Addition Demolition Sign Other

DESCRIPTION OF WORK PROPOSED:
- Repair/replace in kind front porch - retain original columns
- Add railings back (were originally on house)
- Repair/replace skirting along bottom
- Repair/replace back landing/stairs
- Repaint house with closest color match to original

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 3/4/26 (date).

Applicant Signature [Signature] Date 2/2/26

APPROVED:

Historic District Commission Chair (Date)

Planning Director (Date)

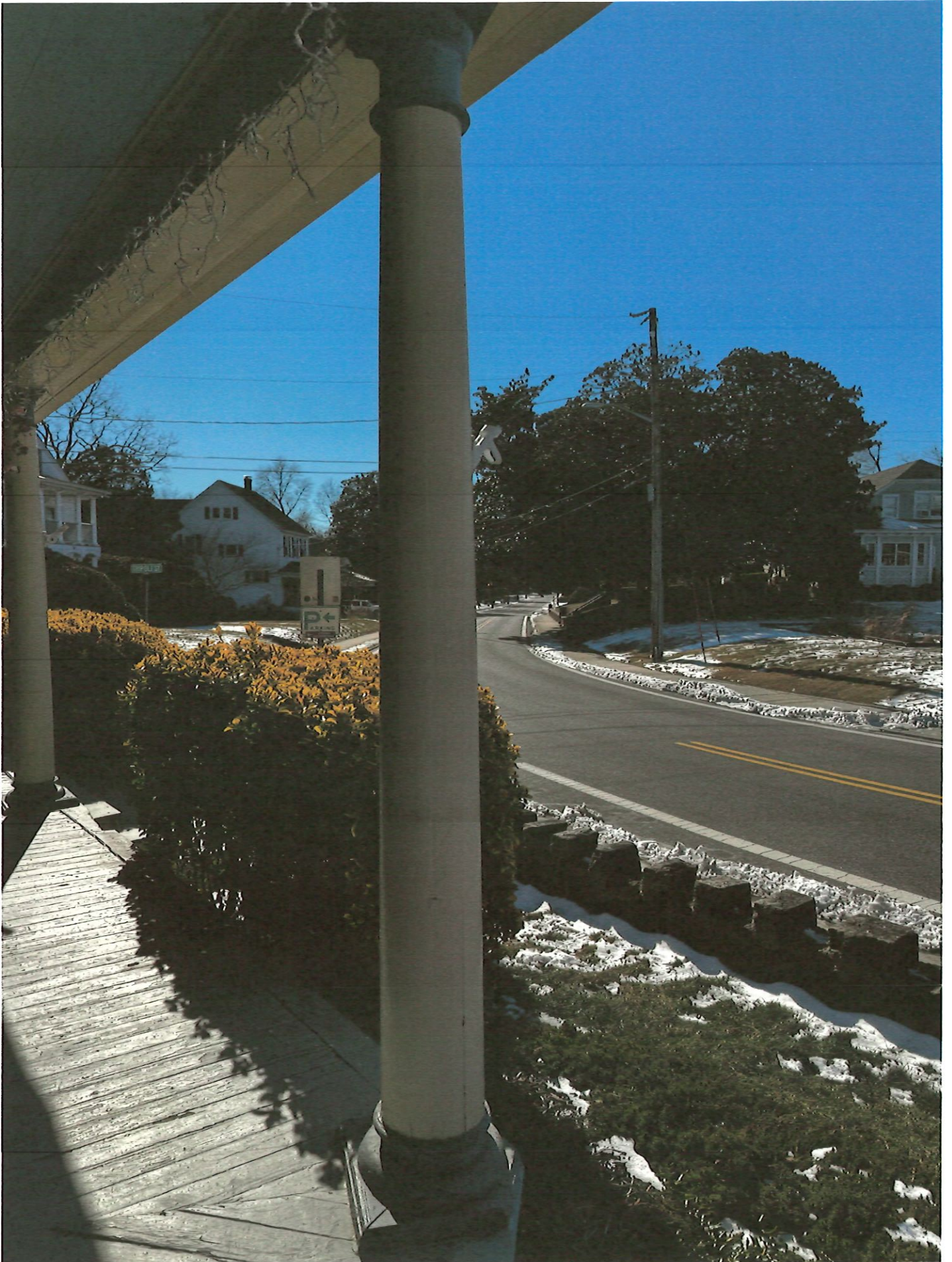
Main Street Residences. BERLIN, Md.



Historic photo - originally had porch railings



Front porch - south side



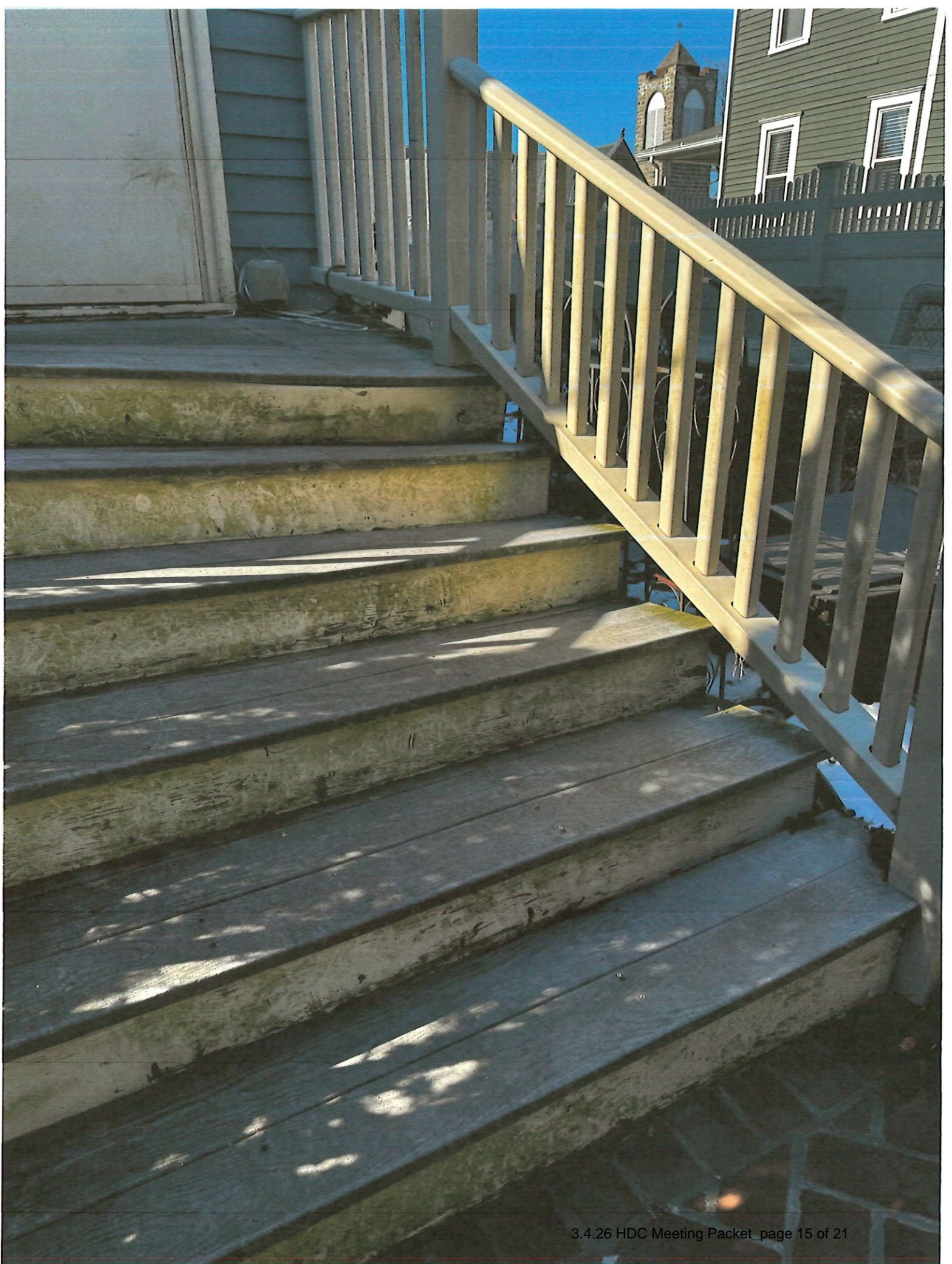




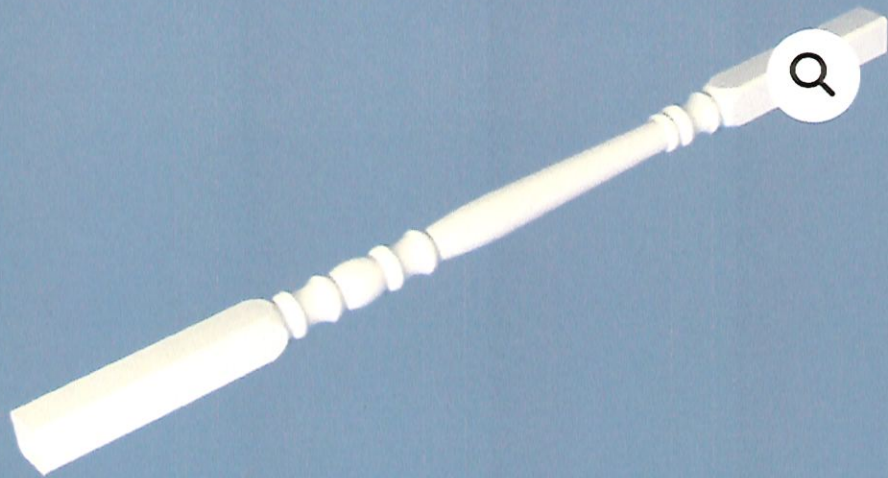




Front stairs - North side



rear stairs



1.5" Sq. x 32.5" Thermo Form Spindle

Compare [↗](#)

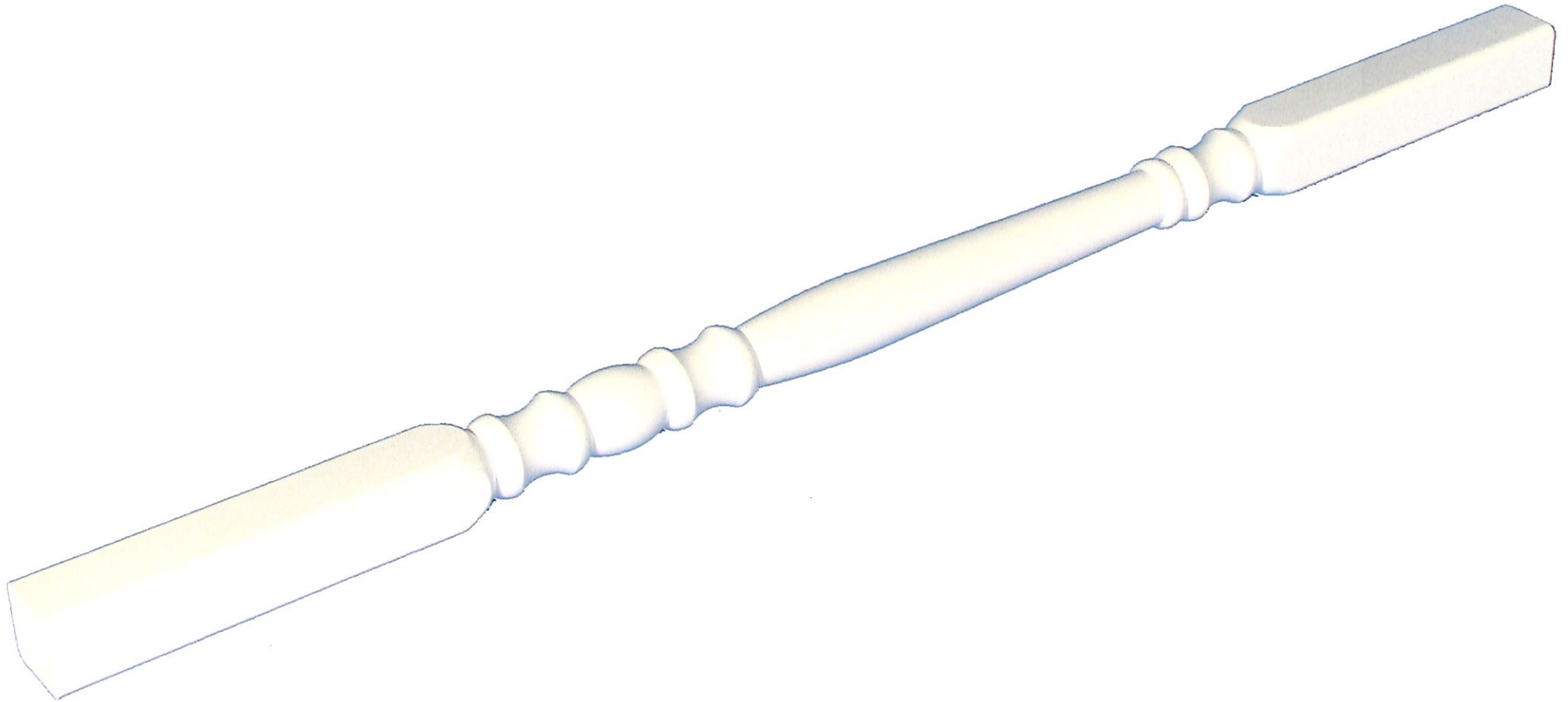
SKU: 3100-32.5

Category: Railing Spindles & Foot Blocks

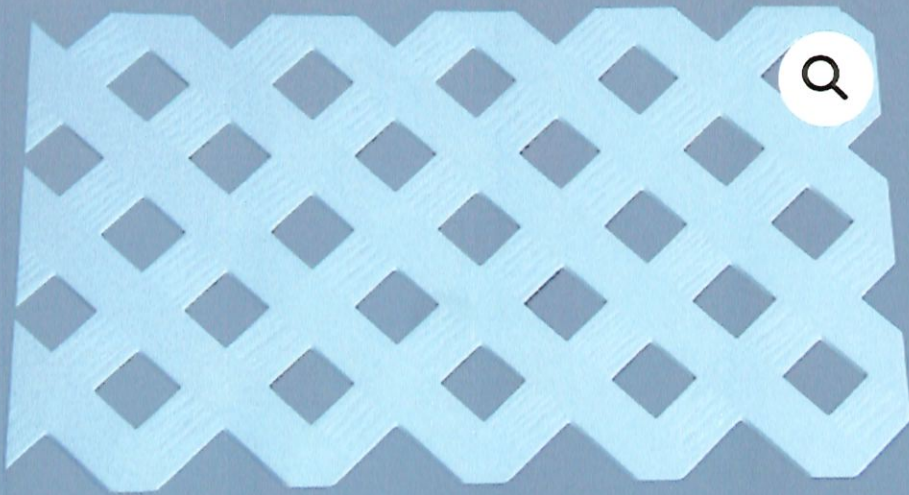
Tags: 1.5" Sq., 32.5", Thermo Form Spindle

Corner Radius are 0.220" Length tolerance + / - 1/8" Custom lengths from 27-1/2" to 32-1/2" are available

Color to match our almond tone fence



Color to match our almond tone fence



48" X 96" Privacy Diamond Lattice Panel w/Border

Compare [↗](#)

SKU: 1881-48X96

Category: Lattice / Decorative Accents

Tags: 48" x 96", Privacy Diamond Lattice Panel
w/Border

Color to match our almond tone fence

NEWEL & PORCH POSTS

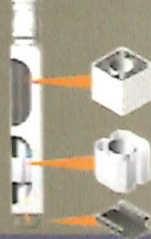


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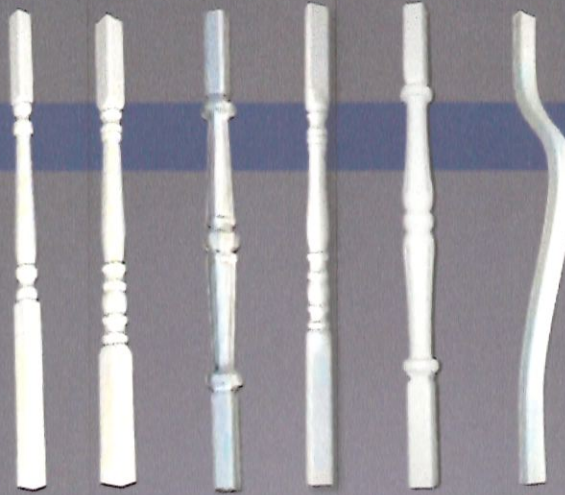
Newel Posts

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White, Almond, Beige & Khaki

THERMO-FORMED SPINDLES

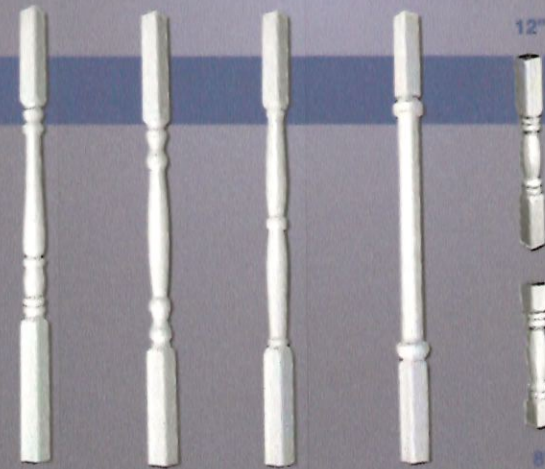


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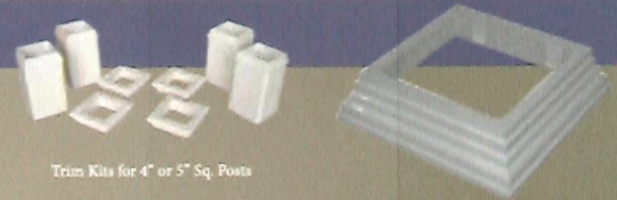
White, Almond, Beige & Khaki



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White, Almond, Beige & Khaki



Designer finishes available see website decknrail.com

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POST WRAPS

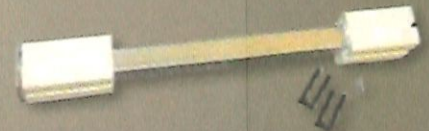
Design to wrap wood post, providing low maintenance and durability. Available in 4" & 6" sizes.



White, Almond, & Khaki

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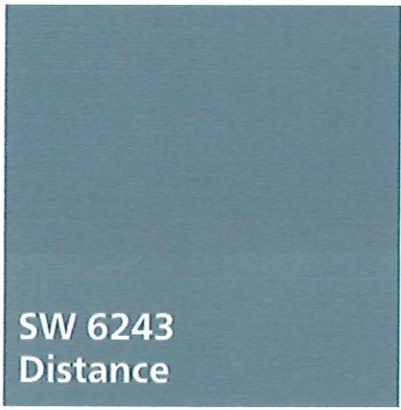
Blu-Mount™ is a post surface mount designed for installing a 4" and 5" post to concrete, wood and composite decking.



Blu-Mount™ Post Mount Mounting Hardware - Concrete, Composite and Wood Applications



Deck stain color - will scrape/color match paint on columns to keep colors the same as existing



Exterior House Paint Color