



AGENDA

Historic District Commission Meeting

6:00 PM - Monday, January 10, 2022

Frostburg Municipal Center Meeting Room - 37 Broadway

Page

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. AUTHORITY
The Frostburg Historic District Commission implements the City's Historic Preservation Overlay District, of the Frostburg Zoning Ordinance, Section 4, as adopted in 2014, pursuant to the authority granted by the Maryland Land Use Article, Section 8, as adopted in 2012, of the Annotated Code of Maryland. This meeting is open to the public and is conducted in compliance with the State of Maryland's Open Meetings Act.
4. STATEMENT OF PURPOSE
The Frostburg Historic District Commission is charged with the preservation of historic structures and the surroundings within the designated district in order to safeguard the heritage of the City, stabilize and improve property values, strengthen the local economy and foster civic beauty.
5. ROLL CALL
Chair Dawn Hein, Vice Chair Joseph Hoffman, William Determan, Robert Rephan, Maureen Brewer, Alternate Daniel Filer
6. REVIEW AND APPROVAL OF THE AGENDA
7. REVIEW AND APPROVAL OF THE MINUTES
 - 7.1. [December 2021 HDC Minutes](#)
8. PROJECT PRESENTATIONS

3 - 5

8.1. **26 S. Broadway Alteration - Alteration - Fence Installation**

6 - 16

Kathy Stewart Shupe

The property owner wishes to install new fencing the rear yard and remove and replace front fencing in-kind. Both estimate sheets from the contractor are attached.

I have studied the application and all relevant documents and presentation related to this case, and I am familiar with the property in question. I find that the proposed changes *[are/are not]* compatible with the neighborhood because there *[is/is not]* a general compatibility of exterior design, scale, proportion, arrangement, texture, and materials to be used.

Based on these findings, I move to *[approve/disapprove]* the proposal because the use of exterior materials *[are/are not]* closely similar in appearance to original materials or significant buildings in the District, pursuant to Section 4.1.J.1.c.

[HDC Application - 26 S. Broadway](#)

[Aerial & SDAT Sheet - 26 S. Broadway](#)

[Proposed Material & Contractor Estimate - 26 S. Broadway](#)

[Front Fence Estimate - 26 Broadway](#)

[HD Inventory Sheet - 26 S. Broadway](#)

[Existing Conditions-1](#)

[Existing Conditions-2](#)

[Existing Conditions-3](#)

9. OLD BUSINESS

9.1. **Reminder:** The proposed text amendment to Section 4.1 of the Zoning Ordinance pertaining to the Historic Preservation Overlay District was postponed and will be reviewed and voted upon by the Frostburg Planning Commission on Wednesday, January 12.

9.2. **Staff Update:** Coal Miner Memorial

10. NEW BUSINESS

11. ADJOURNMENT



MINUTES

Historic District Commission Meeting

Monday, December 13, 2021 - 6:00 PM

VIRTUAL

The Historic District Commission Meeting of the City of Frostburg was called to order on Monday, December 13, 2021, at 6:00 PM, at the Frostburg Municipal Center, 37 Broadway, with the following members present:

PRESENT: Dawn Hein, Mrs.
Maureen Brewer, Mrs.
William Determan, Mr.
Joseph Hoffman, Dr.
Robert Rephan, Mr.
Daniel Filer, Mr.

EXCUSED:

1. CALL TO ORDER

1.1. Chair Hein called the meeting to order at 6:01 PM.

2. PLEDGE OF ALLEGIANCE

3. Authority

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4. STATEMENT OF PURPOSE

The Frostburg Historic District Commission is charged with the preservation of historic structures and the surroundings within the designated district in order to safeguard the heritage of the City, stabilize and improve property values, strengthen the local economy and foster civic beauty.

5. ROLL CALL

Chair Dawn Hein, Vice Chair Joseph Hoffman, William Determan, Robert Rephan, Maureen Brewer, Alternate Daniel Filer

5.1. Chair Hein, Vice-Chair Hoffman, and Commissioners Determan and Brewer were present. Commissioner Rephan joined the meeting late at 6:11 PM. Alternate member Daniel Filer was not required to attend, as a quorum was achieved.

6. REVIEW AND APPROVAL OF THE AGENDA

- 6.1. Commissioner Brewer made a motion to approve the agenda as presented. The motion was seconded by Commissioner Hoffman, a vote was taken, and the motion passed unanimously.

7. REVIEW AND APPROVAL OF THE MINUTES

- 7.1. Commissioner Hoffman moved to approve the minutes from the November 2021 meeting of the Historic District Commission. Commissioner Determan seconded the motion, a vote was taken, and the motion passed unanimously.

8. PROJECT PRESENTATIONS

- 8.1. **22 S. Water Street - Alteration - Commercial Signage**
Josh & Jessica Grapes - Yellow K Record Store

Community Development Planner, Bethany Fife, presented the proposal on behalf of the applicants. The proposed commercial signage is a signboard on an aluminum frame that would be affixed to the transom frame with minimal impact to the facade. Commissioner Hoffman asked whether the sign meets minimum overhead clearance requirements, and Community Development Director, LJ Bennett, indicated that it does. Commissioner Rephan echoed this question once he joined the meeting, and it was reiterated that minimum overhead clearance was achieved and in compliance with the Zoning Ordinance's regulations on signage.

With no further comments or questions, Commissioner Hoffman made a motion to approve the proposed sign installation. The motion was seconded by Commissioner Brewer, a vote was taken, and the motion passed unanimously.

Moved by Dr. Joseph Hoffman, seconded by Mrs. Maureen Brewer

Commissioner Hoffman made a motion to approve the proposal, stating, "I have studied the application and all relevant documents and presentation related to this case, and I am familiar with the property in question. I find that the proposed changes are compatible with the neighborhood because there is a general compatibility of exterior design, scale, proportion, arrangement, texture, and materials to be used. Based on these findings I move to approve the proposal because the use of exterior materials are closely similar in appearance to original materials or significant buildings in the District, pursuant to Section 4.1.J.1.c."

Carried

9. OLD BUSINESS

- 9.1. Director Bennett briefly noted that the proposed text amendment to Section 4.1 of the Zoning Ordinance pertaining to the Historic Preservation Overlay District has been postponed until January.

10. NEW BUSINESS

- 10.1. No new business was brought forward for discussion.

11. ADJOURNMENT

- 11.1. Commissioner Determan made a motion to adjourn, and the meeting was concluded at 6:18 PM.

L.J. Bennett, Community
Development Director

CITY OF FROSTBURG

HISTORIC DISTRICT COMMISSION

CERTIFICATE OF APPROPRIATENESS APPLICATION



DEPARTMENT OF COMMUNITY DEVELOPMENT

CITY HALL

59 E. MAIN STREET, P.O. BOX 440

FROSTBURG, MD 21532

Applicant Name: Kathy & Mark Shupe

Applicant's Address: 21321 MIRROR Ridge Pl., Sterling, VA 20164

Phone Number(s): _____

Property Owner Name: Same as above

Property Address and Location: 26 S. Broadway

Type of Change: ☒ Alteration ☐ Demolition ☐ Grading
☐ Addition ☐ Repair ☐ Excavation
☐ New Building ☐ Sign ☐ Other: _____

Work to be performed:

- ☐ PLANS – Architect, Engineer, or Other: _____
- ☐ DEMOLITION - Contractor: _____
- ☐ RENOVATION/CONSTRUCTION – Building Contractor(s): _____

Scope of Work (describe project in detail, list materials and dimensions):

Installation of 4.5'-5' white vinyl OR aluminum (depending
on availability) fencing to enclose side and/or rear
yards

Is the property subject to an historic preservation easement?

☒ NO

☐ YES

Is the easement held by a third party organization other than the property owner?

☒ NO

☐ YES

If yes, please provide a copy.

Requirements for Complete Application (TO BE DETERMINED BY STAFF; IF CHECKED INCLUDE AS AN ATTACHMENT):

- ☒ SITE PLAN OR ACCURATE SCALED DRAWING DEPICTING PROPORTIONS AND DISTANCES
- ☒ CLEAR AND LEGIBLE SKETCH OF EXTERIOR DETAILS OR AREA TO BE CHANGED
- ☒ PHOTOGRAPH(S) OF AREA TO BE CHANGED
- ☒ MANUFACTURER'S SAMPLES OR TEAR SHEETS OF MATERIAL(S) PROPOSED TO BE USED
- ☐ FOR NEW CONSTRUCTION:
 - ☐ SITE PLAN TO SCALE
 - ☐ ELEVATION DRAWINGS
 - ☐ MATERIAL SAMPLES/TEAR SHEETS
 - ☐ CURRENT PHOTOGRAPHS OF PROPERTY
- ☐ OTHER: _____

Optional Attachments:

- ☐ HISTORIC PHOTOGRAPHS OR OTHER DOCUMENTATION

municipal center
You are encouraged to attend the Frostburg Historic District Commission meeting. The next meeting is Monday, January 10, 2022, at 4:15 pm at the Frostburg Library, 65 E. Main St., Frostburg, Maryland. Failure to provide sufficient information for review may result in an unfavorable recommendation by the Historic District Commission.
St. Bernard's

PLEASE READ AND SIGN BELOW

I hereby certify that I am the owner of the property or I have advised to owner of the property in regard to the proposed work. Further, the information provided by this application represents an accurate description of the proposed work and nothing has been intentionally omitted that would be necessary for the Historic District Commission's decision making process.

I understand that a favorable review finding by the Frostburg Historic District Commission does not constitute approval of other require land use or building permits obtained by a separate application.

Signature _____

Date _____

FOR CITY USE ONLY

Approval to be granted by:



FROSTBURG HISTORIC DISTRICT



STAFF

Staff Review:



APPROVED



NOT APPROVED

Staff Reviewer: _____

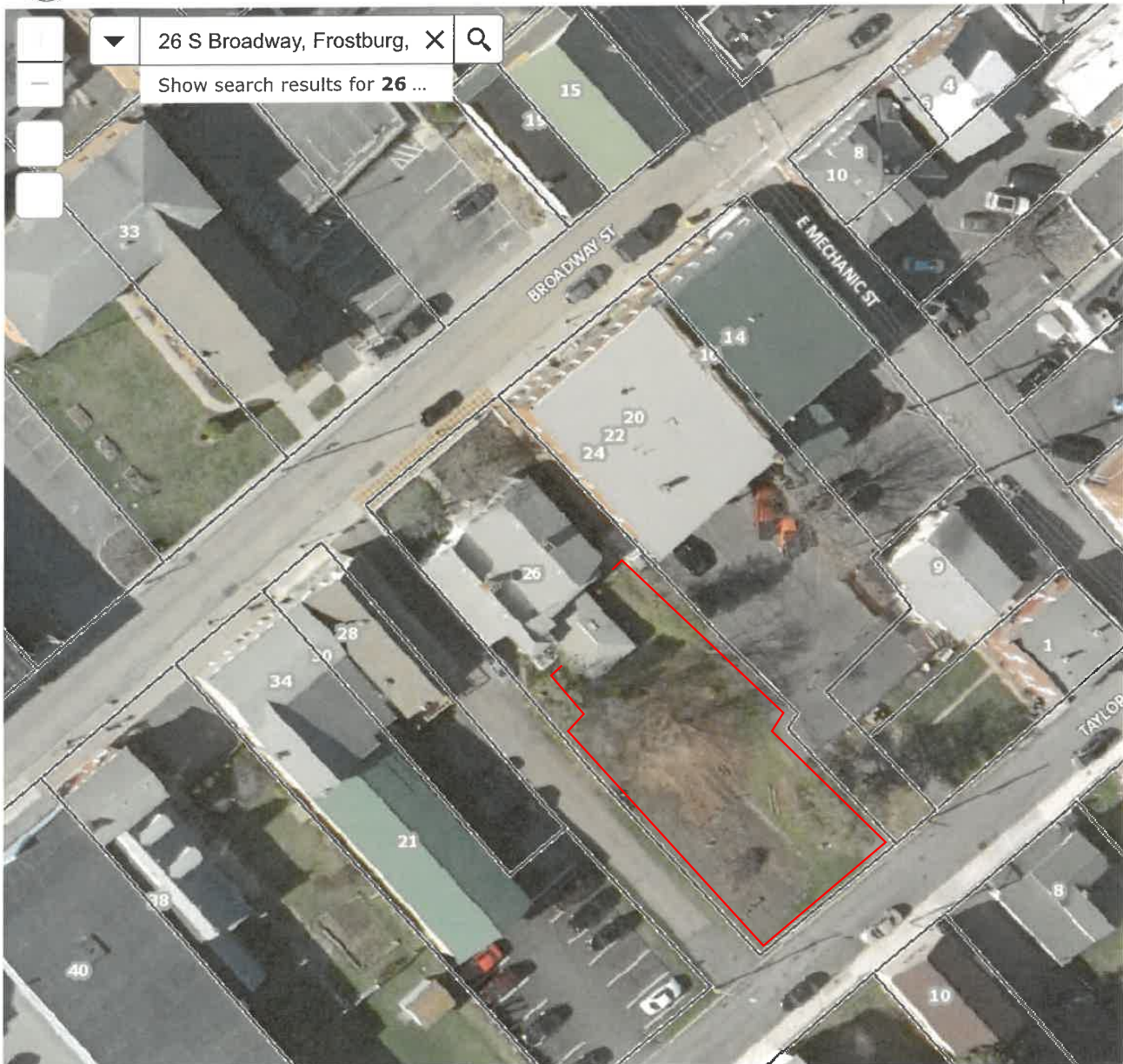
Date: _____

SIGNATURE



Permits Dashboard 2.0

Allegany County, MD



60ft
730,433.233 769,259.439 Feet

App State

Click to restore the map extent and layers visibility where you left off

Real Property Data Search (w4)

Search Result for ALLEGANY COUNTY

| View Map | View GroundRent Redemption | View GroundRent Registration |
|--|--|--|
| Special Tax Recapture: None | | |
| Account Identifier: District - 28 Account Number - 003250 | | |
| Owner Information | | |
| Owner Name: | SHUPE KATHY STEWART ET AL SHUPE MARK GLENN | Use: RESIDENTIAL Principal Residence: NO |
| Mailing Address: | 21321 MIRROR RIDGE PLACE STERLING VA 20164- | Deed Reference: /02648/ 00211 |
| Location & Structure Information | | |
| Premises Address: | 26 BROAD WAY FROSTBURG 21532-0000 | Legal Description: 26 BROADWAY LOT 8 56X205 FROST HEIRS ADDN 53 |
| Map: 0201 | Grid: 0016 | Parcel: 0259E |
| Neighborhood: 12010001.01 | Subdivision: 0000 | Section: |
| Block: | Lot: | Assessment Year: 2020 |
| Plat No: | | Plat Ref: |
| Town: FROSTBURG | | |
| Primary Structure Built 1855 | Above Grade Living Area 2,878 SF | Finished Basement Area |
| | | Property Land Area 11,172 SF |
| County Use | | |
| Stories 2 | Basement YES | Type STANDARD UNIT |
| Exterior SIDING/ | Quality 4 | Full/Half Bath 1 full/ 1 half |
| Garage | Last Notice of Major Improvements | |
| Value Information | | |
| | Base Value | Value |
| | | As of 01/01/2020 |
| Land: | 20,700 | 20,700 |
| Improvements | 112,900 | 130,900 |
| Total: | 133,600 | 151,600 |
| Preferential Land: | 0 | 0 |
| | | Phase-in Assessments |
| | | As of 07/01/2021 |
| | | As of 07/01/2022 |
| | | 145,600 |
| | | 151,600 |
| Transfer Information | | |
| Seller: DUNKLE JOHN L TRUSTEE | Date: 04/09/2021 | Price: \$135,000 |
| Type: ARMS LENGTH IMPROVED | Deed1: /02648/ 00211 | Deed2: |
| Seller: DUNKLE JOHN L JR | Date: 06/30/2017 | Price: \$0 |
| Type: NON-ARMS LENGTH OTHER | Deed1: /02310/ 00183 | Deed2: |
| Seller: | Date: | Price: \$0 |
| Type: | Deed1: /00353/ 00539 | Deed2: |
| Exemption Information | | |
| Partial Exempt Assessments: | Class | 07/01/2021 |
| County: | 000 | 0.00 |
| State: | 000 | 0.00 |
| Municipal: | 000 | 0.00 0.00 |
| Special Tax Recapture: None | | |
| Homestead Application Information | | |
| Homestead Application Status: No Application | | |
| Homeowners' Tax Credit Application Information | | |
| Homeowners' Tax Credit Application Status: No Application | | |
| Date: | | |

1. This screen allows you to search the Real Property database and display property records.
2. Click [here](#) for a glossary of terms.
3. Deleted accounts can only be selected by Property Account Identifier.

ESTIMATE



Kathy Stewart Shape

26 Broadway St

Frostburg , Md 21532

(571) 218-8388

UPRIGHT FENCE

PO BOX 1070

Corriganville, Maryland 21524

Phone: (301) 707-5874

Email: rickburley@verizon.net

Web: uprightfencemd.com

Estimate #

000326

Date

01/06/2022

Description

Total

| | |
|--|-------------|
| Approx 304 ft 4 ft high white picket vinyl fence with drive gate and 1 pedestrian gate also 1 wood gate on little side porch made to match front fence | \$14,745.00 |
|--|-------------|

All are pricing now and should be revisited every 10 days sorry for any inconvenience Rick

Subtotal

\$14,745.00

Total

\$14,745.00

All accepted residential estimates require 50% non refundable deposit before anything is ordered or scheduled in the event of non payment customer agrees to pay all reasonable court costs and attorney fees to recover payments due upright fence assumes no responsibility for property line or in no way guarantees thier accuracy and All Fence remains the property of Upright Fence until total balance is paid in full !!!!!



Kathy Stewart Shape

Signed on: 01/06/2022

Kathy Stewart Shape

ESTIMATE



Kathy Stewart Shupe

26 Broadway St

Frostburg, Md 21532

(571) 218-8388

UPRIGHT FENCE

PO BOX 1070

Corriganville, Maryland 21524

Phone: (301) 707-5874

Email: rickburley@verizon.net

Web: uprightfencemd.com

Estimate #

000328

Date

01/06/2022

Description

Total

To demo and remove fence in front of house reinstall with treated lumber as close to existing as possible with gates \$3,100.00

Note pricing is at today's cost should be reverified every 10 days and NOTE PAINTING would be by others when wood dry out we do not cover painting

Subtotal

\$3,100.00

Total

\$3,100.00

All accepted residential estimates require 50% non refundable deposit before anything is ordered or scheduled in the event of non payment customer agrees to pay all reasonable court costs and attorney fees to recover payments due upright fence assumes no responsibility for property line or in no way guarantees their accuracy and All Fence remains the property of Upright Fence until total balance is paid in full !!!!!

Signed on: 01/06/2022

Kathy Stewart Shupe

**FROSTBURG HISTORIC DISTRICT
Historic Resource Inventory
2013**

Address: 26 South Broadway

Date of Construction: c.1855 **Status:** C



Image Number: FHD-688,,below, 689



2-story temple-form Greek Revival-style house with a full return of the cornice on the façade and a 3-bay arrangement on the main part of the house. A somewhat shorter gable-front addition is on the south elevation. This feature is shown on the 1897 Sanborn Fire Insurance Map. The main house has a double-leaf entry door with a transom, shielded by a 1-story portico with paired Doric columns and sawn brackets. Similar brackets are under the eaves; these brackets are much like those added to the Federal-style house at 24 South Water Street. Windows are flat-topped, with 6/6 replacement sash had operable exterior louvered shutters.





