



MINUTES

Historic District Commission Meeting

Monday, January 10, 2022 - 6:00 PM

Frostburg Municipal Center Meeting Room - 37 Broadway

The Historic District Commission Meeting of the City of Frostburg was called to order on Monday, January 10, 2022, 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.

EXCUSED:

Daniel Filer, Mr.

1. CALL TO ORDER

1.1. Chair Hein called the meeting to order at 6:00 PM.

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

5.1. Commissioners Hoffman, Rephan, Brewer, Determan, and Chair Hein were present. Since a quorum was reached, Alternate Member Daniel Filer was not required to attend.

6. REVIEW AND APPROVAL OF THE AGENDA

- 6.1. Commissioner Hoffman made a motion to approve the January 2022 agenda as presented. Commissioner Brewer seconded the motion, a vote was taken, and the motion passed unanimously.

7. REVIEW AND APPROVAL OF THE MINUTES

- 7.1. Commissioner Brewer made a motion to approve the December 2021 meeting minutes as presented. Commissioner Hoffman seconded the motion, a vote was taken, and the motion passed unanimously.

8. PROJECT PRESENTATIONS

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

Kathy Stewart Shupe

Property owners, Mark and Kathy Shupe, were present to request approval for the installation of new vinyl picket fencing in the rear yard of their home at 26 S. Broadway. An aerial view showing the proposed location of the new fencing was presented, along with a contractor estimate showing the fencing material. The property owners described where the gate would be placed in relation to the adjacent alley running along the south side of the property line. The Shupes also noted that they would be demolishing the front picket fencing and replacing it with pressure-treated lumber picket fencing, as close in appearance to the existing fencing as possible.

With no further discussion, Commissioner Hoffman made a motion to approve the proposal as presented.

Moved by Dr. Joseph Hoffman, seconded by Mr. William Determan

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."

Commissioner Determan seconded the motion, a vote was taken, and the motion passed unanimously.

Carried

9. OLD BUSINESS

- 9.1. Community Development Director, LJ Bennett, gave a brief reminder that 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

Community Development Planner, Bethany Fife, described communications with Barb Armstrong on behalf of the Foundation for Frostburg pertaining to the proposed Coal Miner Memorial installation near the Frostburg Depot. At this time, Mrs. Armstrong is awaiting an updated site plan and materials list and is not ready to present the proposal before the Commission at this time; however, the Commissioners should expect to see the updated proposal in February.

10. NEW BUSINESS

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

11. ADJOURNMENT

- 11.1. Commissioner Rephan made a motion to adjourn. The motion was seconded by Commissioner Determan, and the meeting was adjourned by Chair Hein at 6:25 PM.

L.J. Bennett, Community
Development Director