



AGENDA

Historic District Commission Meeting

6:00 PM - Monday, April 10, 2023

Frostburg Municipal Center Meeting Room - 37 Broadway

Page

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. AUTHORITY

The Maryland Land Use Article empowers Frostburg's Historic District Commission to implement the City's Historic Preservation Overlay District according to the regulations set forth in the Frostburg Zoning Ordinance. All meetings of this Commission are open to the public and are conducted in compliance with 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 Member Daniel Filer

6. REVIEW AND APPROVAL OF THE AGENDA

7. REVIEW AND APPROVAL OF THE MINUTES

7.1. [March 2023 HDC Minutes](#)

3 - 7

8. PROJECT PRESENTATIONS

8.1. 67 Frost Avenue - Addition

8 - 15

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.

[67 Frost Avenue - HDC Application](#)

[67 Frost Avenue - BuildingPlans](#)

[67 Frost Avenue Photos](#)

[67 Frost Avenue - HD Inventory Sheet](#)

8.2. 147 E. Main Street - Façade Alterations (second review)

16 - 22

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.

[147 E. Main Street Plans](#)

[147 E. Main Street Plans-2](#)

[147 E. Main Street Existing](#)

[147 E. Main Street - Existing Conditions](#)

[147 E. Main Street Proposed Material-1](#)

[147 E. Main Street Proposed Material-2](#)

[147 E. Main Street - HD Inventory Sheet](#)

9. OLD BUSINESS

10. NEW BUSINESS

11. ADJOURNMENT



MINUTES

Historic District Commission Meeting

Monday, March 13, 2023 - 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, March 13, 2023, at 6:00 PM, at the Frostburg Municipal Center, 37 Broadway, with the following members present:

PRESENT: Maureen Brewer,
William Determan,
Joseph Hoffman, Dr.

EXCUSED: Dawn Hein,
Robert Rephan,
Daniel Filer

1. **CALL TO ORDER**

This meeting was chaired by Vice Chair Dr. Joseph Hoffman, who 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.

Proposed New "Statement of Authority":

The Maryland Land Use Article empowers Frostburg's Historic District Commission to implement the City's Historic Preservation Overlay District according to the regulations set forth in the Frostburg Zoning Ordinance. All meetings of this Commission are open to the public and are conducted in compliance with 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

Vice Chair Joseph Hoffman was present and served as Chairman of this meeting. William Determan and Maureen Brewer were also present. Robert Rephan and Chair Dawn Hein were absent. Since a quorum was achieved, alternate Member Daniel Filer was not required to attend.

6. REVIEW AND APPROVAL OF THE AGENDA

Commissioner Brewer made a motion to approve the agenda as presented, which was seconded by Commissioner Determan. The motion passed unanimously.

7. REVIEW AND APPROVAL OF THE MINUTES

- 7.1. Commissioner Determan made a motion to approve the agenda as presented, which was seconded by Commissioner Brewer. The motion passed unanimously.

8. PROJECT PRESENTATIONS

8.1. 52 W. Main Street - Proposed Fence Installation

Homeowner Darrin Broadwater presented his proposal to install aluminum spear picket fencing with two gates in portions of his front and side yards adjacent to his home. The new fencing will closely match the existing wrought iron fencing on the property. Commissioner Determan noted that St. Michael Catholic Church experienced issues when installing the spear-style fencing on their property; however, Commissioner Brewer noted that since the uses of the two properties are different.

Moved by William Determan, seconded by Maureen Brewer

With no further discussion, Commissioner Determan made a motion to approve the project, 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

8.2. **113-115 E. Main Street - Exterior HVAC Piping Installation** (after-the-fact review)

Property owner Meaghan Guthrie explained that an HVAC system was added to the building to accommodate central air conditioning. The white covers were necessary to protect the exposed piping along the eastern façade of the building. Commissioner Brewer recommended that the white piping be painted and blended with the mural over which the piping was installed.

Moved by Maureen Brewer, seconded by William Determan

Commissioner Brewer made a motion to approve the project, 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 addition to the exterior HVAC piping installation is compatible with the neighborhood; however, due to the artwork in the A&E district that was approved in 2022, the property owner shall reach out to the artist to retrofit [muralized] birds onto the piping.

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

Carried

8.3. **147 E. Main Street - Façade Alterations**

Property owner, Stephanie Wampler, presented a proposal to remove the green glass plates from the exterior of the front façade, which are significantly damaged, and replace the glass portions on the second story façade and surrounding the street-level front entry door with tongue-in-groove wood paneling painted grey. After discussing further, the Commissioners requested that the applicant provide a drawing of the exact areas which will be affected by the alteration, along with an exact sample of the proposed materials.

Moved by Maureen Brewer, seconded by William Determan

Commissioner Brewer made a motion to table the discussion until a more thorough proposal can be prepared which shows the exact locations of the alterations and materials to be used. Commissioner Determan seconded the motion, and it was unanimously agreed that the discussion be tabled.

Carried

8.4. 64 E. Main Street - Exterior Alterations

Property owner, Lowell Broadwater, described his proposal to remove the faux stone veneer on the street-level façade and the existing window and replace. Three new 4'x5' windows will be added, and historic stone will be cut and attached to the front façade. Mr. Broadwater indicated that he believes that concrete block is behind the existing façade materials. He also noted that the white concrete stucco panel will remain intact and will eventually be covered with signage. The Commissioners noted that any alterations to the entry door will require an additional review.

Moved by William Determan, seconded by Maureen Brewer

With no further discussion, Commissioner Determan made a motion to approve the project, 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 the exterior design, scale, proportion, arrangement, texture, and materials to be used are very similar to existing materials."

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.2.c and 4.1.J.2.d."

The motion was seconded by Commissioner Brewer, a vote was taken, and the motion passed unanimously.

Carried

9. OLD BUSINESS

10. NEW BUSINESS

10.1. Administrative Approvals (presented by City Staff)

- Commercial Sign: Runner's Wings, 18 E. Main Street
- In-Kind Roof Replacement: 226 E. Main Street

Staff provided an update on Administrative Approvals issued for the last meeting.

10.2. Municipal Historic Tax Credit Discussion

Staff provided the findings of research conducted into the possibility of adding a municipal tax credit which would incentivize improvements to historic homes. After discussing with the Director of Finance, it was learned that real estate taxes are the primary source of revenue for the City's corporate fund, which is currently experiencing a deficit. Providing a historic tax credit would cause other taxpayers to subsidize the decrease in tax revenue unless another source of revenue to offset the tax credit costs could be identified. Additionally, the City does not have the administrative capacity to manage a historic tax credit program; however, several alternatives have been identified, which the Commission has asked staff to further explore.

11. ADJOURNMENT

Commissioner Brewer made a motion to adjourn. Commissioner Determan seconded the motion, and Vice Chair Hoffman adjourned the meeting at 7:16 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: Norman De Rosa
Applicant's Address: 67 Frost Ave, Frostburg, MD, 21532
Phone Number(s): 304-785-9504
Property Owner Name: Norman & Patty De Rosa
Property Address and Location: 67 Frost Ave, Frostburg, MD, 21532

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

Work to be performed:

☒ PLANS - Architect, Engineer, or Other: Submitted
☐ DEMOLITION - Contractor: _____
☐ RENOVATION/CONSTRUCTION - Building Contractor(s): Kiddy Construction,
Nick Tenaglio

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

- Pantry on the back of house is deteriorated beyond repair. Sits on stone w/o Footer.
- Pantry will be removed, New pantry built with Footer and extended 7 Feet.
- All material removed will be re-used, upon assessment, including siding and Framing.
- Roofing - same as house (shingles) Siding - same as house.

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

You are encouraged to attend the Frostburg Historic District Commission meeting. The next meeting is Monday, April 10, 2023 at ^{6:00}~~4:45~~ 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.

Municipal Center (37 Broadway)

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

3/24/2023

Date

FOR CITY USE ONLY

Approval to be granted by:



FROSTBURG HISTORIC DISTRICT



STAFF

Staff Review: ☐ APPROVED

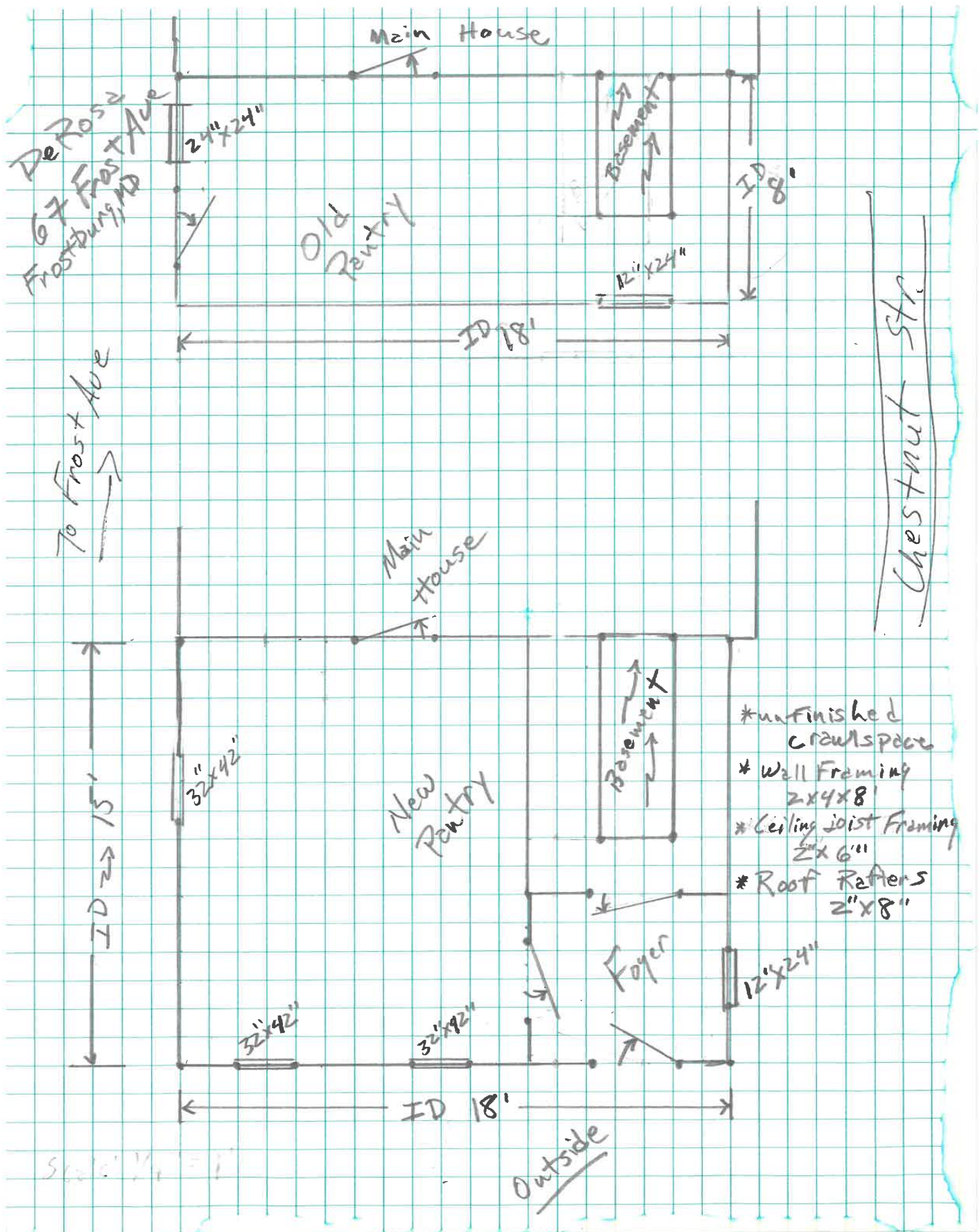


NOT APPROVED

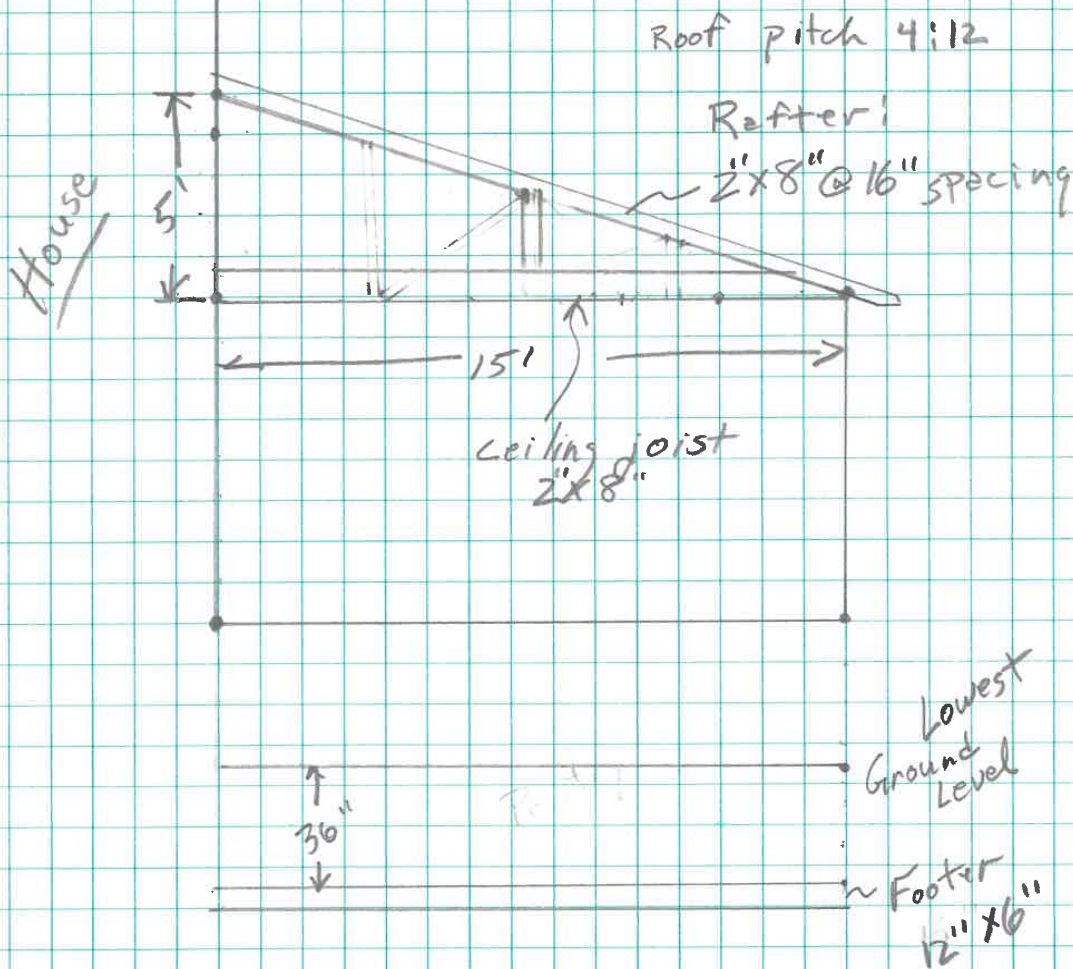
Staff Reviewer: _____ Date: _____

SIGNATURE

Page 2 of 2



De Rosa
67 Frost Ave.









**FROSTBURG HISTORIC DISTRICT
Historic Resource Inventory
2013**

Address: 67 Frost Avenue

Date of Construction: c. 1890

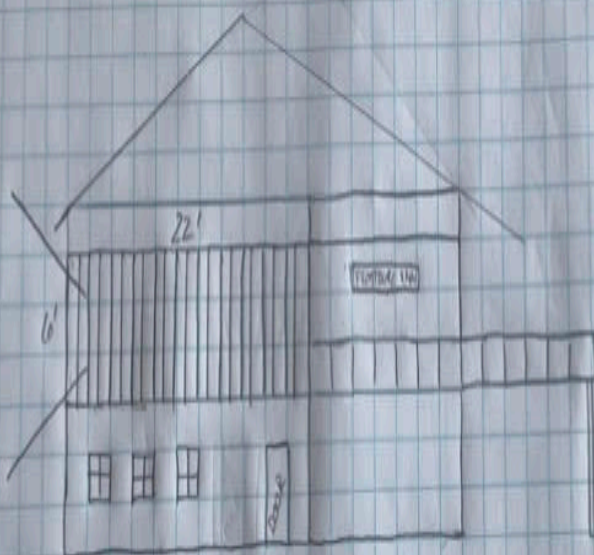
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Image Number: FHD-609

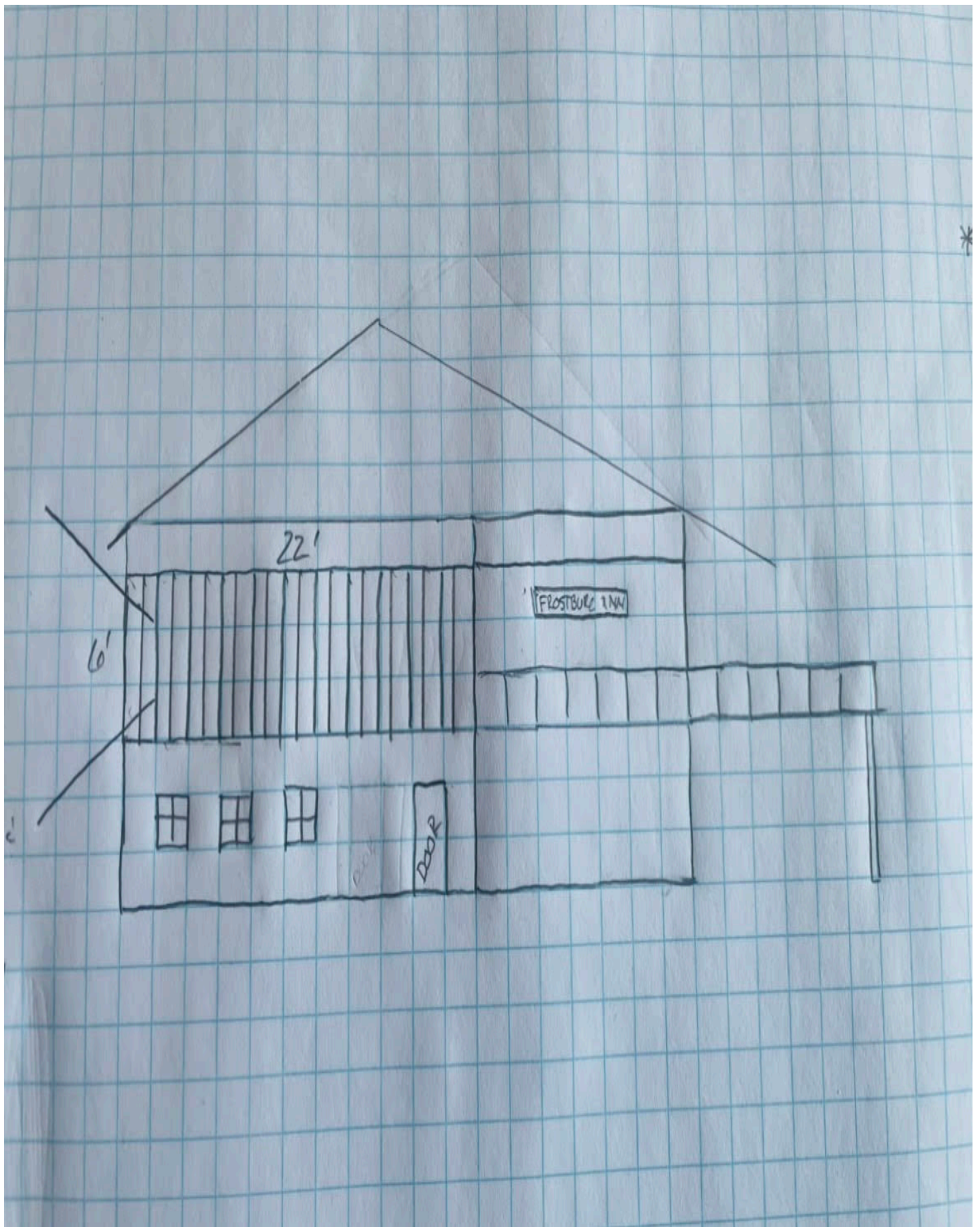
3-bay frame side-passage house, finished in German siding, with a side-gable roof and a rearward-projecting 2-story wing. The main entrance is offset on the east side of the facade, with a double-leaf entry door with solid lower panels and upper panels of glass; above the door is a 2-light transom. The first story is 2 bays in width, the second is of two. A hip-roofed front porch extends across the facade, supported by turned wood posts and enclosed within a solid wood railing. Windows are flat-topped, 2/2.

EXISTING GLASS PANELS



REPLACED WITH TREATED TONGUE &
GROOVE VERTICAL WOOD PLANKS
(FINISHED IN MEDIUM GRAY TONE)
ATTACHED TO EXISTING WOODEN
SUSPENSE WITH STAINLESS
HARDWARE

* REMOVAL OF LOOSE & BROKEN GLASS PANELS
REPLACED WITH SINGLE TONGUE & GROOVE WOOD PLANKS THAT
MATCH THE DECOR OF THE ORIGINAL ERA & OFFER A SAFE
UPDATE TO THE GLASS PANELS THAT HAVE BECOME A HAZARD











**FROSTBURG HISTORIC DISTRICT
Historic Resource Inventory
2013**

Address: 147 East Main Street **Date of Construction:** c.1970 **Status:** NC



Image Number: FHD-225



Image Number FHD-226

This is a brick-finished 2-story motel that appears to be fewer than 50 years of age. Its main façade is gable-end-oriented, and a long balcony accesses the second-story rooms on the west elevation. A cantilevered second story on the east elevation shields the entries to the first-story rooms.