



MINUTES

Historic District Commission Meeting

Monday, July 11, 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, July 11, 2022, at 6:00 PM, at the Frostburg Municipal Center, 37 Broadway, with the following members present:

PRESENT:

Dawn Hein,
Maureen Brewer,
William Determan,
Joseph Hoffman, Dr.
Robert Rephan

EXCUSED:

Daniel Filer

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

Commissioners Hoffman, Determan, Rephan, and Chair Hein were present, and Commissioner Brewer arrived at 6:03, just after roll was taken. Since a quorum was present, Alternate Member Daniel Filer was not required to attend.

6. REVIEW AND APPROVAL OF THE AGENDA

Commissioner Rephan made a motion to approve the agenda as presented. Commissioner Hoffman seconded the motion, a vote was taken, and the motion passed unanimously.

7. REVIEW AND APPROVAL OF THE MINUTES

Commissioner Hoffman made a motion to approve the minutes from the June 2022 meeting as presented. The motion was seconded by Commissioner Determan, a vote was taken, and the motion passed unanimously.

8. PROJECT PRESENTATIONS

8.1. 52 S. Broadway (St. John's Episcopal Church) - Louver and Window Replacement

Kit Pepper presented this project on behalf of St. John's Episcopal Church, located at 52 S. Broadway. Ms. Pepper explained that the bell tower on which the four louvers and eight windows are located was added to the existing church structure in the 1930s, and the wooden louvers and wood-frame lancet windows are original to the bell tower addition. The bell tower is closed off to the rest of the structure and is only accessible through a small interior ceiling entry, and, as such, the windows are purely for aesthetic purposes. The louvers are intended to accommodate the church bell.

The existing windows have deteriorated significantly, and one has already fallen out and been boarded up. Ms. Pepper indicated that the others are in danger of meeting the same fate, and time is of the essence in completing this project. The proposal prepared by Houck Services in Harrisburg, PA, indicates that the existing wooden louvers will be replaced with .040 aluminum Kynar 500 finish, painted white, and that the existing windows will be replaced with new Marvin windows. The new windows will have standard clear glass rather than the existing textured glass, as textured glass lancet windows are no longer available. The proposal states that Houcks intends to make their best attempt to match the existing fixtures as closely as possible.

Commissioners had few questions and were satisfied with the proposal. With no further discussion, Commissioner Hoffman made a motion to approve the proposal as presented. The motion was seconded by Commissioner Brewer, a vote was taken, and the motion passed unanimously.

Moved by Dr. Joseph Hoffman, seconded by Maureen Brewer

Commissioner Hoffman made a motion to approve the proposal as presented, 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, and 4.1.J.2.g.

Carried

9. OLD BUSINESS

There was no old business to discuss at this month's meeting.

10. NEW BUSINESS

10.1. Staff Approval: Temporary Vinyl Window Cling Installation at 59 E. Main Street

Planner Bethany Fife described a staff approval that was issued to Frostburg State University for the application of temporary vinyl window clings in the first-floor interior windows of the building the University is in the process of purchasing at 59 E. Main Street. The window clings are intended to be temporary in nature and will be removed once the building interior is finished being prepped for renovation.

11. ADJOURNMENT

With no further discussion, Commissioner Determan made a motion to adjourn. The motion was seconded by Commissioner Brewer, and Chair Hein adjourned the meeting at 6:26 PM.

L.J. Bennett, Community
Development Director