



MINUTES

Historic District Commission Meeting

Monday, June 12, 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, June 12, 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.
Robert Rephan

EXCUSED:

Dawn Hein,
Daniel Filer

1. CALL TO ORDER

- 1.1. Chair Hein was not in attendance, and Vice Chair Hoffman served as Chair for this meeting. Vice Chair Hoffman called the meeting to order at 6:01 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

Vice Chair Joseph Hoffman, William Determan, Robert Rephan, and Maureen Brewer were present. Chair Dawn Hein was absent. Since a quorum was achieved through the regular membership, Alternate Member Daniel Filer was not required to attend.

6. REVIEW AND APPROVAL OF THE AGENDA

- 6.1. Commissioner Brewer made a motion to approve the June 2023 agenda. Commissioner Determan seconded the motion, a vote was taken, and the motion carried unanimously.

7. REVIEW AND APPROVAL OF THE MINUTES

- 7.1. Commissioner Brewer made a motion to approve the May 2023 meeting minutes as presented. Commissioner Rephan seconded the motion, a vote was taken, and the motion carried unanimously.

8. PROJECT PRESENTATIONS

8.1. 78 Frost Avenue - Roof Replacement

Property owner, Tonya Byers, presented her proposal to replace the asphalt shingle roof on her home at 78 Frost Avenue with white metal panel roofing material. She noted that the existing roof is failing, and she would like to replace the roof for insurance purposes.

Commissioner Rephan inquired why white was the color selected, and Ms. Byers noted that a monochromatic color scheme will complement her garden. Commissioner Brewer inquired whether a materials sample was available, and Ms. Byers responded that she did not have one. Commissioner Brewer recommended that the discussion be tabled until a material sample and/or artistic rendering of the finished product was provided.

Commissioner Determan made a motion to table the discussion, and Commissioner Rephan seconded the motion. A vote was taken, and it was unanimously agreed that the discussion be tabled until further details could be provided.

Moved by William Determan, seconded by Robert Rephan

Commissioner Determan made a motion to table the discussion, and Commissioner Rephan seconded the motion. A vote was taken, and it was unanimously agreed that the discussion be tabled until further details could be provided.

Carried

9. OLD BUSINESS

9.1. Administrative Approval Rubric Discussion
- Commercial Signage in the Historic District

Commissioners agreed that the rubric should remain the same in allowing commercial signage of any kind to be eligible for an Administrative Approval at the staff level; however, Commissioners noted that if staff ever feel uncomfortable with a proposed commercial signage project, staff are welcome to bring the project before the Commission for a full review.

10. NEW BUSINESS

10.1. **Administrative Approvals Issued This Month:**

- 26 W. Main Street - window replacement (MHT approved)
- 236 E. Main Street - in-kind roof replacement

Staff provided an update on two Administrative Approvals that were issued since the last HDC meeting.

11. **ADJOURNMENT**

Commissioner Brewer made a motion to adjourn. Commissioner Determan seconded the motion, and Vice Chair Hoffman closed the meeting at 6:30 PM.

Bethany Fife, Planner / Interim
Community Development Director