



MINUTES

Historic District Commission Meeting

Monday, November 14, 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, November 14, 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 6:01 PM.

****Please note that the audio recording that accompanies the video is unavailable for this meeting****

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

5.1. Chair Dawn Hein, Vice Chair Joseph Hoffman, William Determan, Robert Rephan, and Maureen Brewer were present. Since a quorum was achieved, 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 agenda as presented, which was seconded by Commissioner Determan. A vote was taken, and the agenda was unanimously approved.

7. REVIEW AND APPROVAL OF THE MINUTES

- 7.1. Commissioner Hoffman made a motion to approve the minutes from the September 2022 HDC meeting as presented, which was seconded by Commissioner Brewer. A vote was taken, and the minutes were unanimously approved.

8. PROJECT PRESENTATIONS

- 8.1. **131-133 E. Main Street - Proposed Rear Fencing Installation**
Presented by property owner, Kevin McKenzie

Kevin McKenzie, owner of 131-133 E. Main Street, described the circumstances that have led to the necessity for a fence to be installed along the western property line between 131 E. Main Street and the neighboring property, the 7/11 convenience store. Mr. McKenzie wishes to install a 6' chain link fence for security purposes and to prevent unnecessary loitering and foot traffic through the parking lot in the rear of his building. A portion of the fencing is proposed to encroach on the property owned by 7/11; however, Mr. McKenzie has received verbal permission from the manager of the 7/11 store to install a small portion of fencing on the 7/11 property, and has also contracted a surveyor to determine the boundaries of his own property.

Moved by Dr. Joseph Hoffman, seconded by William Determan

With no further discussion, Commissioner Hoffman 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."

A vote was taken and the motion passed unanimously.

Carried

9. OLD BUSINESS

9.1. **45 Ormand Street Update**

Planner Bethany Fife gave a brief update on the status of 45 Ormand Street, a property the City obtained at tax sale. The structure has now been demolished and the lot leveled. The property transfer to the Semineros will soon be finalized.

10. NEW BUSINESS

10.1. **Staff Approval - Commercial Sign Updates**

48 Tarn Terrace - Peace Healthcare

Planner Bethany Fife detailed several administrative approvals issued to local businesses for updated signage. The HDC rubric grants City staff the authority to issue an administrative approval for commercial signage installations within the Historic District, as long as the signage complies with the City's sign regulations outlined in the Frostburg Zoning Ordinance.

10.2. **Staff Approval - Commercial Sign Updates**

4 S. Broadway - Gonzaga Health

10.3. **Staff Approval - Commercial Sign Updates**

27 E. Main Street - Greyy Mist Shoppe & Studio

11. ADJOURNMENT

Commissioner Determan made a motion to adjourn. The motion was seconded by Commissioner Hoffman, and Chair Hein officially adjourned the meeting at 6:43 PM.

L.J. Bennett, Community
Development Director