



MINUTES

Historic District Commission Meeting

Thursday, June 23, 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 Thursday, June 23, 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,
Daniel Filer

EXCUSED:

1. CALL TO ORDER

Chair Hein was not able to attend this meeting, and Vice-Chair Hoffman chaired the meeting in her absence. Commissioner Hoffman called the meeting to order at 5:59 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 Member Daniel Filer

5.1. Commissioners Hoffman, Determan, Rephan, and Brewer were present. Chair Hein was absent. Since a quorum was achieved, alternate member Daniel Filer was not required to attend.

6. REVIEW AND APPROVAL OF THE AGENDA

- 6.1. The applicant for agenda item 8.1 requested that the roof replacement project be removed from the agenda. Commissioner Brewer made a motion to approve the agenda as amended, Commissioner Determan seconded that motion, and the agenda was approved as amended unanimously.

7. REVIEW AND APPROVAL OF THE MINUTES

- 7.1. Commissioner Brewer made a motion to approve the minutes from the May 2022 agenda. Commissioner Rephan seconded the motion, a vote was taken, and the minutes were passed unanimously.

8. PROJECT PRESENTATIONS

8.1. St. Michael Catholic Church - Roof Replacement

Presented by Ed Jones

Please note that in lieu of photos of the proposed roof replacement material, Mr. Jones will be bringing a sample of the proposed synthetic slate material to the meeting

[Proposed Roofing Material](#)

This item was removed from the agenda per the applicant's request.

8.2. **St. Michael Catholic Church - ADA Access Ramp**

Presented by Greg Elliott of EADS Architects and Ed Jones

Greg Elliott of EADS Architects was present to describe the proposed alterations to the rear of St. Michael Catholic Church. Mr. Elliott explained that there is currently no ADA access to the lower-level, and a concrete ADA ramp with galvanized steel handrails, primed and painted in a color selected from a historic palette is proposed.

In order to accommodate the ramp, and existing window set in 2' thick stone will be removed and the opening will be enlarged to create a doorway to the lower-level interior. The existing doorway will be filled with stone to match the rest of the facade. Commissioner Brewer inquired whether stone removed from the window area could be re-used to fill the doorway, and Mr. Elliott indicated that the salvageable stone will be minimal.

In addition to the construction of the ADA ramp, the applicants also propose removing a small window with steel bars and filling the opening with stone. A small plywood "utility door" will also be removed and replaced with a custom-made insulated metal door, painted to match the surrounding brickwork. Finally, a portion of the existing sidewalk near the ADA ramp will be replaced with heated glycol sidewalk to assist with accessibility.

Commissioner Hoffman inquired about the timeline of the project, and Mr. Elliott indicated that he hopes the interior and exterior work will occur concurrently. The first step will be asbestos abatement from the existing flooring adhesive, then preparatory demolitions and restroom renovations will be the first construction projects to begin work.

Let the record show that Commissioner Determan recused himself from the vote on this presentation due to his involvement with the parish. With no further discussion, Commissioner Rephan made a motion to approve the project as presented. The motion was seconded by Commissioner Brewer, a vote was taken, and the motion carried with a vote of three in favor and one recusal.

Moved by Robert Rephan, seconded by Maureen Brewer

Commissioner Rephan made a motion to approve this 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.b, c, and d.

Carried

9. OLD BUSINESS

- 9.1. Commissioners briefly discussed several projects recently considered by the Commission that had been completed, including façade and signage improvements at 23 E. Main Street, a fence installation at 26 S. Broadway, and masonry repointing at 14 W. Main Street.

10. NEW BUSINESS

10.1. Staff Update: MHT Commercial Tax Credit Program

[Link to application and more information](#)

[GIS Map of Maryland Opportunity Zones](#)

[Map of Allegany County Opportunity Zones](#)

Planner Bethany Fife gave an overview of a competitive commercial tax credit program offered by the Maryland Historic Trust for the rehabilitation of income-generating properties.

11. ADJOURNMENT

Commissioner Determan made a motion to adjourn. The motion was seconded by Commissioner Brewer, and the meeting was adjourned at 6:53 PM.

L.J. Bennett, Community
Development Director