



**Historic Preservation Commission  
Minutes  
Meeting – July 18, 2019**

The Historic Preservation Commission met on Thursday, June 20, 2019 at 7pm at the City Council Chambers, 305 Gay Street.

**Commissioners Attendance:**

Present: George Vojtech, Chairman, Susan Morgan, Vice Chair, Commissioners, Sharon Smith and Herschel Johnson,

Absent: Comm. Ron Berman, Alternate Janice Olshesky

**Liaison:** Commissioner Steve Rideout (absent)

**Other Representatives Attending:**

Herve Hamon, Planning and Zoning, Planner I and Historic Preservation

Chairman George Vojtech called the meeting to order at 6:00 p.m. He began the meeting by conducting a roll call, issuing a welcome, and swearing in the people planning to testify.

**Approval of Minutes:**

Review of June 18 and June 20, 2019 HPC Meeting Minutes. Commissioner Johnson made a motion to approve the minutes as submitted and without revisions, Comm. Smith seconded; all approved unanimously.

**New Business:**

**HPC 2020-001 412 Race Street – Façade Renovations**

This is an application to restore the Race Street façade to its original state, replace windows on the South side with vinyl windows and create an addition with egress stair at the rear of the property.

A short discussion with the panel addressed the pattern of the new South side windows. The applicant explained that they would match the one over one original.

The applicant also explained that thanks to historic photos, the street façade will be able to be brought back with appropriate cornices, details and ornamentation. The storefront will be a Kolbe system with vinyl panels at the base for durability. Ceramic tile will be used at the top of the arch which defines the entrance.

**Approved scope of work:**

- Restore front façade per historic photos (tin trim, leaded glass windows, tile finish at storefront); demolish contemporary bay window
- Restore entry door to second floor, with transom
- Restore existing wood windows
- Replace missing vinyl windows on South faced with Marvin alum. clad double hung
- Relocate egress door at South side
- Demolish contemporary 1-story addition at rear and build a 2-story addition with horizontal cementitious siding
- Provide new steel egress stairs and doors rear
- Provide new parking spaces and planted area at rear yard
- Repoint and repair existing bricks as needed

Chairman Vojtech made a motion to approve the application as presented, except for the design of the rear staircase and overall site plan.

He proposed that the builder, owner, architect and a city representative explore alternate solutions which would take in account the parking master plan at the center of the block. Chairman Vojtech moved that if no alternate solution was found and agreeable to all parties, the proposed rear elevation design would be approved; but that if there was a possible accommodation and design change, the revised design would be approved administratively; it was seconded by Vice Chair Morgan; all approved unanimously.

**HPC 2020-002 7 Choptank Avenue – Garden Shed Façade Renovations**

This is an application to replace the particle board siding of the rear facade of the shed with 1x12" pine boards & 1" battens and install a concrete curb for drainage.

The applicant has found graffiti twice on the back wall of the shed (currently particle board, with severe rot at the base) and wants to provide a solution that would be both more attractive than the existing, and reasonably priced.

The panel advised the applicant to use a PVC board at the back of the concrete curb he is proposing (instead of pressure treated wood) and approved the use of the 1x12 pine boards with 1" battens.

Comm. Smith made a motion to approve the application as submitted; it was seconded by Chairman Vojtech; all approved unanimously.

**HPC 2020-003 1100 Travers Street – Front Porch Handrails and Balusters**

This is an after the fact application to install handrails and balusters at the front porch.

- The first section of handrail and balusters has been installed without proper approvals by the city and the Historic Preservation Commission.
- The applicant, when contacted, explained that the installation was required by the homeowner insurance for safety.

During the meeting the applicant produced the letter form the homeowner's insurance company requesting that handrails and balusters be installed to comply with safety and building code, both at the porch and along both sides of the stairs.

The handrail in place is a composite vinyl product (Fiberon); the rest of the installation at porch and stairs will use the same product throughout.

Vice Chair Morgan made a motion to approve the application as submitted and added the request that the stair handrail and balusters match the rest of the porch; it was seconded by Comm. Smith; all approved unanimously.

### **HPC 2020-004 1102 Travers Street – Façade renovations, Fence and Rear Deck**

This is an application to replace the aluminum siding with 5" vinyl siding, to upgrade the roof shingles to architectural, to replace the chain link fence with a 6foot privacy vinyl fence, to build a rear deck, to repair the foundation walls and to replace the wrought iron balusters of the front porch with vinyl.

The applicant being in the employ of Chairman Vojtech on another restoration project, he recused himself from the proceedings.

#### **Approved scope of work:**

- Replace aluminum siding with CertainTeed Georgia Pacific D 5 vinyl siding
- Replace 3-tab roof asphalt shingles with architectural asphalt shingles (upgrade)
- Replace chain link fence with 6' vinyl privacy fencing
- Build a rear deck, pressure treated floor, posts, handrails and balusters, PT lattice at base
- Repair foundation wall at base of rear addition (replace plywood panels with bricks matching the main foundation walls)
- Substitute the metal handrail and balusters with vinyl handrails and balusters, at front porch

Comm. Johnson made a motion to approve the application as submitted; it was seconded by Comm. Smith; all approved unanimously.

#### **Note:**

The Emergency Approval Review EAR 2020-001 (318 Mill Street, Wall Reconstruction / Termite Damage), and the 2 Administrative Reviews (AA 2020-001 116 Oakley Street – Wood Fence Upgrade; and AA2020-002 1110 Glasgow Street - Chimney Repointing) were confirmed and approved.

**Discussion: Rules & Procedures of the Historic Preservation Commission**

Chairman Vojtech presented the research he conducted on the existing texts and Ordinances regarding the rules and procedures applicable to the HPC.

Ordinance 881 and 882 are the most complete, although succinct and out of date with requirements no longer applied.

The Commission defined the need to revise and update the ordinances, with a few topics needing special attention:

- o Allowing the Commissioners involved with a project in the Historic District to testify (but not to participate in the closed session nor the vote)
- o Defining specifically the role and involvement of the Alternate

Staff suggested that each Commissioner use the existing ordinances as a starting point to make individual comments, and that all comments be reviewed in a special work session dedicated to the subject (date to be determined). That recommendation was approved.

Chairman Vojtech asked for a motion to adjourn the meeting. A motion by Comm. Morgan to adjourn the meeting was seconded by Commissioner Smith and carried unanimously. The meeting adjourned at 8pm.

Respectfully submitted,

Herve Hamon  
Planning & Zoning  
Planner I & Historic Preservation

Signature:  Date: 15-Aug-19 HPC Chairman