



**Town of Easton Historic District Commission  
Decision Summary**

Monday, September 25, 2023 at 6:00 p.m.

Town Hall Chamber 2  
14 S. Harrison Street, Easton

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**Archived video of the meeting is available at:**

**[Town of Easton Agenda and Minutes](https://www.eastonmd.gov)**  
 **[\(eastonmd.gov\)](https://www.eastonmd.gov)**

**Attendance:**

Commission Members:

Ernest Demby, Chairperson  
Maria Brophy, Vice Chairperson  
Kevin Bateman  
Michael Stuart

Staff:

Miguel Salinas, Planning and Zoning Director  
Nicholas Johnson, Town Planner - Current  
Samantha Smith, Administrative Specialist

**Absent:**

Commission Members:

Dudley Greer  
Kelly Pezor

**1. Call to Order** — Chairperson Demby called the meeting to order at 6:00 pm.

**2. Agenda Summary Review** —

**Vice Chairperson Brophy moved to approve the September 25, 2023 Agenda Summary. Commissioner Stuart seconded the motion.**

|             |                                    |
|-------------|------------------------------------|
| <u>Vote</u> | <u>4 - 0 - 2</u>                   |
| FOR:        | 4 - Demby, Brophy, Bateman, Stuart |
| AGAINST:    | 0                                  |
| ABSTAIN:    | 0                                  |
| ABSENT:     | 2 - Greer, Pezor                   |

**3. Old Business** —

**a. Applicant:** Town of Easton  
**File No.:** 2022 - 671  
**Location:** 125 S. Locust Lane, Easton, MD 21601

**Zoning:** Tax Map 104, Grid 0EA, Parcel 1857  
R-7A

**Request:** The applicant is proposing a roofing material amendment for a previously approved roof replacement. In May of 2022, the Historic District Commission made an approval for extensive renovations to the existing structure that stated that the new roof shall be cedar shake, with the exception of a new rear addition to be standing seam. The applicant is now proposing to use standing seam for the entirety of the roof on the existing structure. This is a contributing building to the Historic District.

Historic District Guideline references:

- i. *Guideline 65. Make Sensitive Replacements*
- ii. *Appendix B: Shingles*

**Staff Presentation:**

Miguel Salinas, Planning and Zoning Director  
Nicholas Johnson, Planner

**Applicant Presentation:**

None

**Public Comment** — None

**Commissioner Bateman moved to approve the amended application as submitted. Vice Chairperson Brophy seconded the motion.**

|          |                                    |
|----------|------------------------------------|
| Vote     | <u>4 - 0 - 2</u>                   |
| FOR:     | 4 - Demby, Brophy, Bateman, Stuart |
| AGAINST: | 0                                  |
| ABSTAIN: | 0                                  |
| ABSENT:  | 2 - Greer, Pezor                   |

- b. Applicant:** Lee Weldon, Chesapeake Green Design, Inc.  
**File No.:** 2023 - 844  
**Location:** 318 Goldsborough Street, Easton, MD 21601  
Tax Map 103, Grid 000, Parcel 1093  
**Zoning:** R-7A

**Request:** On February 13, 2023 the Historic District Commission approved a wooden fencing plan of three different styles, and the installation of a composite wood deck for the rear yard of 318 Goldsborough Street. The first style of the approved fencing plan was a four-foot-tall solid wooden fence, with two feet of lattice located along the Higgins Street frontage; the second was a four-foot-tall scalloped picket fence with vertical boards running from the front façade of the home to the western property line; and the third was a six-foot-tall wooden

privacy fence running along the western property line using vertical boards.

Upon installation of the fencing, it was observed that the Higgins Street fencing was installed as a six-foot-tall privacy fence using horizontal boards without the approved two-foot lattice. This section of fencing violates §28-1006.D of the Zoning Ordinance which prohibits fences that exceed four feet in height in any front yard. This section was subsequently altered into a four-foot-tall solid fence (using horizontal boards) with an additional two feet of lattice. The Commission must now determine whether the six-foot privacy fence can remain as installed and with horizontal boards. This is a contributing building to the Historic District.

Historic District Guideline references:

i. *Guideline 14. Perimeter Walls and Fences*

**Staff Presentation:**

Miguel Salinas, Planning and Zoning Director  
Nicholas Johnson, Planner

**Applicant Presentation:**

None

**Public Comment** — None

**Commissioner Stuart moved to approve the application as submitted. Vice Chairperson Brophy seconded the motion.**

|             |                                    |
|-------------|------------------------------------|
| <u>Vote</u> | <u>4 - 0 - 2</u>                   |
| FOR:        | 4 - Demby, Brophy, Bateman, Stuart |
| AGAINST:    | 0                                  |
| ABSTAIN:    | 0                                  |
| ABSENT:     | 2 - Greer, Pezor                   |

**c. Applicant:** Helen Herman  
**File No.:** 2023 - 965  
**Location:** 333 E. Dover Street, Easton, MD 21601  
Tax Map 104, Grid 0EA, Parcel 1103  
**Zoning:** CB

**Request:** The applicant is proposing to install a new metal hanging sign from an existing metal bracket, and to install a 4.63 square foot wall sign. The proposed sign is 1.16 square feet per side, and is composed of a metal frame surrounded by a “metal substrate” sign. The Commission approved a larger hanging sign at the July 10, 2023 HDC meeting; however, it was discovered during staff review of the signage permit that the hanging sign projected too far from the building’s surface, and exceeded the maximum thickness. This is a non contributing building to the Historic District.

Historic District Guideline references:

- i. *Guideline 25. General Guidelines for Signage*
- ii. *Guideline 31. Hanging and Bracket Signs*
- iii. *Guideline 35. Wall Signs*

**Staff Presentation:**

Miguel Salinas, Planning and Zoning Director  
Nicholas Johnson, Planner

**Applicant Presentation:**

Helen Herman

**Public Comment** — None

**Commissioner Bateman moved to approve the amended application as submitted.  
Commissioner Stuart seconded the motion.**

|             |                                    |
|-------------|------------------------------------|
| <u>Vote</u> | <u>4 - 0 - 2</u>                   |
| FOR:        | 4 - Demby, Brophy, Bateman, Stuart |
| AGAINST:    | 0                                  |
| ABSTAIN:    | 0                                  |
| ABSENT:     | 2 - Greer, Pezor                   |

**4. New Business —**

- a. Applicant:** Barrow & Sons LLC  
**File No.:** 2023 - 1017  
**Location:** 22 S. Locust Lane, Easton, MD 21601  
Tax Map 104, Grid 0EA, Parcel 1103  
**Zoning:** CB

**Request:** The applicant is proposing to replace an existing wooden window on the rear front porch with a new wooden casement window. The applicant is also proposing to replace the decking on the front porch. This property came before the Historic District Commission in 2021 with a request to replace the windows on this structure with new vinyl windows. The homeowner was informed by the then Director of Planning and Zoning that vinyl windows are not permitted within the Historic District, and a Certificate of Appropriateness (COA) was never issued. In 2022, the Commission granted a COA for an in-kind replacement of the rear porch decking. This is a contributing building to the Historic District.

Historic District Guideline references:

- i. *Guideline 65. Make Sensitive Replacements (Porch)*

*ii. Guideline 90. Make Sensitive Replacements (Windows)*

**Staff Presentation:**

Miguel Salinas, Planning and Zoning Director  
Nicholas Johnson, Planner

**Applicant Presentation:**

James Bent, Affordable Housing Board Chairperson

**Public Comment** — None

**Commissioner Bateman moved to approve the application with the condition that 1) a wood casement, or a wood double-hung may be utilized; and 2) the front porch floor shall be replaced in-kind. Vice Chairperson Brophy seconded the motion.**

|             |                                    |
|-------------|------------------------------------|
| <u>Vote</u> | <u>4 - 0 - 2</u>                   |
| FOR:        | 4 - Demby, Brophy, Bateman, Stuart |
| AGAINST:    | 0                                  |
| ABSTAIN:    | 0                                  |
| ABSENT:     | 2 - Greer, Pezor                   |

**b. Applicant:** Walbridge Real Estate Investments LLC  
**File No.:** 2023 - 1030  
**Location:** 412 North Street, Easton, MD 21601  
Tax Map 103, Grid 0EA, Parcel 0733  
**Zoning:** R-7A

**Request:** The applicant is proposing to replace seven (7) existing wooden windows on the east side of the structure. On September 7, 2023 the Building Inspection Department issued a stop work order after it was discovered that the existing wooden windows were being replaced with a combination of vinyl casement and double hung windows with “between the glass” muntins without a building permit or a Historic District Commission COA. The site was ordered to be made weather tight only, and all applications were subsequently filed with the Building Inspection Department and the Historic District Commission. This is a non contributing building to the Historic District.

Historic District Guideline references:

*i. Guideline 90. Make Sensitive Replacements (Windows)*

**Staff Presentation:**

Miguel Salinas, Planning and Zoning Director  
Nicholas Johnson, Planner  
Tom Diem, Building Inspector

**Applicant Presentation:**

Randall Walbridge

**Public Comment:**

Jim Carr

**It was suggested that wooden clad windows be used and windows with a simulated check rail be used for the egress window. Vice Chairperson Brophy moved to table the application. Commissioner Bateman seconded the motion.**

|             |                                    |
|-------------|------------------------------------|
| <u>Vote</u> | <u>4 - 0 - 2</u>                   |
| FOR:        | 4 - Demby, Brophy, Bateman, Stuart |
| AGAINST:    | 0                                  |
| ABSTAIN:    | 0                                  |
| ABSENT:     | 2 - Greer, Pezor                   |

- c. Applicant:** McAllister, DeTar, Showalter & Walker LLC  
**File No.:** 2023 -  
**Location:** 123 S. Washington Street, Easton, MD 21601  
Tax Map 104, Grid 000, Parcel 1987  
**Zoning:** CB

**Request:** The applicant is proposing to demolish an existing single-story, non contributing commercial structure. Following demolition, a three-story mixed-use structure consisting of first floor retail, and apartment units on the second and third floors will be constructed.

Historic District Guideline references:

- i. *Demolition Guidelines*
  - i) *Guideline 128. Avoid Demolition*
- ii. *New Construction*
  - i) *Guideline 94. Style*
  - ii) *Guideline 95. Siting*
  - iii) *Guideline 96. Orientation, Alignment, and Setback*
  - iv) *Guideline 97. Form, Massing, Height and Scale*
  - v) *Guideline 103. Materials*
  - vi) *Guideline 105. Exterior Color*
  - vii) *Guideline 106. Details and Ornamentation*
  - viii) *Guideline 107. Placement (Doors)*
  - ix) *Guideline 108. Design (Doors)*
  - x) *Guideline 109. Energy and Sustainability*
  - xi) *Guideline 110. Exterior Lighting*
  - xii) *Guideline 112. Proportion*
  - xiii) *Guideline 113. Façade Rhythm*
  - xiv) *Guideline 115. Roof Form*
  - xv) *Guideline 116. Roof Material*

- xvi) *Guideline 117. Gutters and Downspouts*
- xvii) *Guideline 118. Layout*
- xviii) *Guideline 119. Glazing Systems*
- xix) *Guideline 120. Entryways*
- xx) *Guideline 126. Arrangement (Windows)*
- xxi) *Guideline 127. Window Type*

**Staff Presentation:**

Miguel Salinas, Planning and Zoning Director  
Nicholas Johnson, Planner

**Applicant Presentation:**

Brendan Mullaney, *Esq.*  
Brett Ewing, Lane Engineering  
Brent Paquin, Paquin Design

**Public Comment** — None

**Commissioner Bateman moved to approve the request with the condition that the siding shall be smooth Hardie Plank. Commissioner Stuart seconded the motion.**

|             |                                    |
|-------------|------------------------------------|
| <u>Vote</u> | <u>4 - 0 - 2</u>                   |
| FOR:        | 4 - Demby, Brophy, Bateman, Stuart |
| AGAINST:    | 0                                  |
| ABSTAIN:    | 0                                  |
| ABSENT:     | 2 - Greer, Pezor                   |

- d. Applicant:** Michael and Meghan Stuart  
**File No.:** 2023 - 1031  
**Location:** 122 Goldsborough Street, Easton, MD 21601  
Tax Map 103, Grid 0EA, Parcel 1138  
**Zoning:** R-7A

**Request:** The application request to install 6” half-round aluminum gutters and 4” round aluminum downspouts was tabled to the October 9, 2023 Historic District Commission meeting.

**5. Discussion Item —**

- a. Design Guidelines** — The Commission revisited an ongoing discussion regarding the current format of the Design Guidelines and its general interpretation on a case-by-case basis. As the Commission does consider several factors in making their approvals and decisions, Commissioner Stuart stressed the importance of prioritizing safety and code compliance when considering the appropriateness of

any proposed applications.

- b. East End Area Plan Kick Off Event — Mr. Miguel Salinas announced the East End Area Plan kick-off event to be held on Thursday, October 5, 2023 at 6:30 p.m. This workshop is a collaborative event to reassess and update the existing East End Housing and Neighborhood Revitalization Plan.

## 6. Decision Summary Review —

**Vice Chairperson Brophy moved to approve the September 11, 2023 Decision Summary. Commissioner Bateman seconded the motion.**

|          |                                    |
|----------|------------------------------------|
| Vote     | 4 - 0 - 2                          |
| FOR:     | 4 - Demby, Brophy, Bateman, Stuart |
| AGAINST: | 0                                  |
| ABSTAIN: | 0                                  |
| ABSENT:  | 2 - Greer, Pezor                   |

## 7. Administrative Approval

- a. **Applicant:** Mid-Shore Exteriors  
**File No.:** 2023 - 1033  
**Location:** 36 S. Aurora Street, Easton, MD 21601  
Tax Map 104, Grid 000, Parcel 1567  
**Zoning:** R-7A

**Request:** The applicant is proposing to remove and replace the existing asphalt shingle roof in-kind. The existing soffit, fascia, and gutters shall remain.

Historic District Guideline references:

- i. *Guideline 68. Maintain Historic Roof Shape*
- ii. *Guideline 69. Perform Regular Roof Maintenance*
- iii. *Guideline 70. Roof Material*

- b. **Applicant:** Grace Lutheran Church of Easton  
**File No.:** 2023 - 1023  
**Location:** 111 Brookletts Avenue, Easton, MD 21601  
Tax Map 104, Grid 0EA, Parcel 1992  
**Zoning:** R-10A

**Request:** The applicant is proposing to install a small freestanding object for the purpose of serving as a food pantry.

Historic District Guideline references:

*i. Chapter 2.5 Staff Approvals*

- c. Applicant:** Braden Tuttle  
**File No.:** 2023 - 1038  
**Location:** 415 August Street, Easton, MD 21601  
Tax Map 103, Grid 0EA, Parcel 1081  
**Zoning:** R-7A  
**Request:** The applicant is proposing to remove and replace the existing asphalt shingle roof in-kind. The existing soffit, fascia, and gutters shall remain.

Historic District Guideline references:

- i. Guideline 68. Maintain Historic Roof Shape*
- ii. Guideline 69. Perform Regular Roof Maintenance*
- iii. Guideline 70. Roof Material*

- d. Applicant:** Marasun LLC  
**File No.:** 2023 - 1039  
**Location:** 629 Goldsborough Street, Easton, MD 21601  
Tax Map 103, Grid 0EA, Parcel 0776  
**Zoning:** R-7A

**Request:** The applicant is proposing to remove and replace the existing asphalt shingle roof in-kind. The existing soffit, fascia, and gutters shall remain.

Historic District Guideline references:

- i. Guideline 68. Maintain Historic Roof Shape*
- ii. Guideline 69. Perform Regular Roof Maintenance*
- iii. Guideline 70. Roof Material*

- e. Applicant:** Naveed Kahn  
**File No.:** 2023 - 1040  
**Location:** 116 S. Locust Lane, Easton, MD 21601  
Tax Map 104, Grid 0EA, Parcel 1852  
**Zoning:** R-7A

**Request:** The applicant is proposing to remove and replace the existing asphalt shingle roof in-kind. The existing soffit, fascia, and gutters shall remain.

Historic District Guideline references:

- i. Guideline 68. Maintain Historic Roof Shape*
- ii. Guideline 69. Perform Regular Roof Maintenance*
- iii. Guideline 70. Roof Material*

- f. Applicant:** C. Albert Matthews Inc.  
**File No.:** 2023 - 1045  
**Location:** 118 Goldsborough Street, Easton, MD 21601

**Zoning:** Tax Map 103, Grid 0EA, Parcel 1140  
R-7A

**Request:** The applicant is proposing an in-kind replacement of the two (2) existing HVAC units.

Historic District Guideline references:

*i. Guideline 48. HVAC*

## **8. Consent Docket**

**a. Applicant:** Michael and Meghan Stuart  
**File No.:** 2023 - 1031  
**Location:** 122 Goldsborough Street, Easton, MD 21601  
Tax Map 103, Grid 0EA, Parcel 1140  
**Zoning:** R-7A

**Request:** Approval for an emergency roof replacement as per the Historic District Commission Chairperson.

**b. Applicant:** Economy Tree  
**MD LTE No. 1701**  
**File No.:** 2023 - 1707  
**Location:** , Easton, MD 21601  
Tax Map , Grid , Parcel  
**Zoning:** R-10A

**Request:** Approval for an emergency tree removal as per the Historic District Commission Chairperson.

**9. Adjournment** — Vice Chairperson Brophy moved to adjourn. Commissioner Stuart seconded the motion. The meeting was adjourned at 7:26 p.m.