



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

Monday, March 11, 2024 at 6:00 p.m.
Town Hall Chamber 2
14 S. Harrison Street, Easton, Maryland

Archived video of the meeting is available at:
[Town of Easton Agenda and Minutes](https://www.eastonmd.gov/Agenda-and-Minutes)
[\(eastonmd.gov\)](https://www.eastonmd.gov/)

Attendance:

Commission Members:

Maria Brophy, Vice Chairperson
Kevin Bateman
Dudley Greer
Kelly Pezor

Staff:

Miguel Salinas, Planning and Zoning Director
Nicholas Johnson, Town Planner - Current
Samantha Smith, Administrative Specialist
Tom Diem, Building Code Official
Susan Filbird, Code Enforcement Officer

Absent:

Commission Members:

Ernest Demby, Chairperson
Michael Stuart

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

2. Agenda Summary Review —

**Commissioner Pezor moved to approve the March 11, 2024 Agenda Summary.
Commissioner Greer seconded the motion.**

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

3. Old Business —

a. File No.: 2023 - 905
Applicant: Dover Station LLC
Location: 500 Dover Road, Easton, MD 21601

Tax Map 104, Grid 0EA, Parcel 1055

Zoning: CB

Request: At their April 25, 223 meeting, the Commission found the buildings labeled 2, 4, and 5 to be noncontributing structures; while the buildings labeled 1 and 3 were found to be contributing. At this meeting, the Commission approved partial demolition of building 2, and the installation of a corrugated metal roof on buildings 3, 4, and 5. At their June 26, 2023 meeting, the Commission approved additional alterations including the replacement of two (2) garage doors, two (2) new steel doors, and the replacement of metal siding on building 4. The applicant is now proposing exterior alterations to both the contributing and noncontributing portions of the structure including the installation of new windows, fiber cement siding on portions of the structure, new doors, and erecting new awnings.

Historic District Guideline references:

- i. *Guideline 38. Awnings for Commercial Buildings*
- ii. *Guideline 41. Maintain Original and Historic Doors*
- iii. *Guideline 42. Make Sensitive Replacements (Doors)*
- iv. *Guideline 57. Repointing Masonry*
- v. *Guideline 79. Fiber Cement Siding*
- vi. *Guideline 89. Maintain Historic Windows*
- vii. *Guideline 90. Make Sensitive Replacements (Windows)*

Staff Presentation:

Miguel Salinas, Planning and Zoning Director
Nicholas Johnson, Town Planner - Current
Tom Diem, Building Code Official
Susan Filbird, Code Enforcement Officer

Applicant Presentation:

Andrew Yetter on behalf of Dover Station LLC

Public Comment — None

The applicant amended their application to exclude the painting of signage on the brick wall from this application.

Commissioner Bateman moved to approve the amended application with the determination that Fibrex, wood clad, or aluminum are appropriate for the replacement of the noncontributing windows on this structure. Commissioner Greer seconded the motion.

<u>Vote</u>	<u>4 - 0 - 2</u>
FOR:	4 - Brophy, Bateman, Greer, Pezor
AGAINST:	0

ABSTAIN: 0
ABSENT: 2 - Demby, Stuart

- b. File No.: 2023 - 982**
Applicant: Kevin Guarino
Location: 121 S. Hanson Street, Easton, MD 21601
Tax Map 104, Grid 000, Parcel 1932
Zoning: R-7A

Request: The applicant first came before the Commission at their August 14, 2023 meeting with a proposal to replace all five (5) wooden windows on the Talbot Street frontage with vinyl windows. At that time, the application was tabled pending the submission of a more appropriate window material. The applicant is now proposing to replace two (2) wooden windows on the first floor Talbot Street frontage with new wooden one-over-one windows. This is a contributing structure to the Historic District.

Historic District Guideline references:

- i. *Guideline 89. Maintain Historic Windows*
- ii. *Guideline 90. Make Sensitive Replacements*

Staff Presentation:

Miguel Salinas, Planning and Zoning Director
Nicholas Johnson, Town Planner - Current
Susan Filbird, Code Enforcement Officer

Applicant Presentation:

Kevin Guarino

Public Comment — None

Commissioner Greer moved to approve the application for the replacement of two (2) wooden windows on the first floor with the condition that the wooden trim shall be replaced in-kind. Commissioner Pezor seconded the motion.

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

4. New Business —

- a. File No.: 2024 - 1140**
Applicant: Sandra C Flores % Barrow & Sons LLC

Location: 309 Brookletts Avenue, Easton, MD 21601
Tax Map 104, Grid 0EA, Parcel 1882
Zoning: R-7A

Request: The applicant is proposing to replace inappropriately installed vinyl windows on the front façade of the structure with new Fibrex windows. This request stems from Code Enforcement case #24-0194 regarding vinyl windows that were installed without a building permit or certificate of appropriateness. This is a contributing structure to the Historic District, and the historic survey notes that most of the windows on this structure were likely original.

Background Information:

In late 2023, the Planning and Zoning Department and Code Enforcement Department received an anonymous complaint that vinyl windows were being installed at 309 Brookletts Avenue. The Town records show that no certificate of appropriateness or building permit had been issued for window replacement at this property. A comparison of photos taken of this structure in 2013 with current photos clearly shows that 6/6 vinyl windows and new trim were installed on the structure without a certificate of appropriateness. On February 5, 2024, Code Enforcement sent a letter to the property owner instructing them to submit an application to replace the inappropriately installed vinyl windows.

Historic District Guideline references:

- i. *Guideline 90. Make Sensitive Replacements*
- ii. *Appendix B.2 Common Substitute Materials*

Staff Presentation:

Miguel Salinas, Planning and Zoning Director
Nicholas Johnson, Planner

Applicant Presentation:

Jerry Barrow, Barrow & Sons LLC

Public Comment — None

Commissioner Pezor moved to approve the application with the condition that: 1) the three (3) first floor windows on the street facing facade shall be wood; 2) the windows on the second floor and non-street facing facades shall be Fibrex; 3) all windows to be replaced in the rear facing façade will be Fibrex; and 4) all window trims shall be replaced in kind. Commissioner Greer seconded the motion.

Vote	4 - 0 - 2
FOR:	4 - Brophy, Bateman, Greer, Pezor
AGAINST:	0
ABSTAIN:	0

ABSENT: 2 - Demby, Stuart

5. Discussion Item —

- a. Revision to the Historic District Guidelines to allow Administrative Approval for Utility and Mechanical Units — The Commission and staff from the Planning and Zoning Department, Building Inspection Division, and Code Enforcement discussed allowing administrative approval for new utility and mechanical equipment applications. The Commission provided language to permit henceforth administrative approvals for utility and mechanical units with the condition that the application meets all relative Historic District guidelines including: 1) Mechanical equipment should be located out of view of the public right of way whenever possible; 2) Exterior conduit must be painted to match the exterior surface to which it is applied; and 3) Units must be screened from view using plantings, fencing, or other appropriate structures.

6. Decision Summary Review —

Commissioner Pezor moved to approve the February 26, 2024 Decision Summary. Commissioner Bateman seconded the motion.

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

7. Administrative Approval

- a. **File No.:** 2024 - 1143
Applicant: Mid-Shore Exteriors
Location: 130 S. Aurora Street, Easton, MD 21601
Tax Map 104, Grid 0EA, Parcel 1879
Zoning: R-7A

Request: The applicant is requesting the removal and replacement of the existing asphalt shingle roof in-kind. The existing soffit, fascia, and gutters shall remain. This is a contributing structure to the Historic District.

Historic District Guideline references:

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

iii. Guideline 70. Roof Material

b. File No.: 2024 - 1147
Applicant: Seiden Enterprises
Location: 117 South Street, Easton, MD 21601
Tax Map 104, Grid 000, Parcel 1544
Zoning: R-7A

Request: The applicant is requesting to repair and replace the front porch decking, railing, and columns with wood. This is a noncontributing structure to the Historic District.

Historic District Guideline references:

i. Guideline 65. Make Sensitive Replacements (Porches)

c. File No.: 2024 - 1154
Applicant: Bay Area Exteriors LLC
Location: 214 Davis Avenue, Easton, MD 21601
Tax Map 105, Grid 0EA, Parcel 2202
Zoning: R-7A

Request: The applicant is requesting to remove and replace the existing asphalt shingle roof in-kind. The existing soffit, fascia, and gutters shall remain. This is a contributing structure to the Historic District.

Historic District Guideline references:

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

8. Consent Docket

a. File No.: 2024 - 1146
Applicant: Naveed Khan
Location: 37 S. West Street, Easton, MD 21601
Tax Map 104, Grid 000, Parcel 1428, Lot 14
Zoning: CB

Request: Approval for an emergency HVAC split system installation as per the Historic District Commission Chairperson.

9. Adjournment — Commissioner Bateman moved to adjourn. Commissioner Pezor seconded the motion. The meeting was adjourned at 7:16 p.m.