



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

Monday, March 25, 2024 at 6:00 p.m.  
Town Hall Chamber 2  
14 S. Harrison Street, Easton, Maryland

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**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:

Ernest Demby, Chairperson  
Kevin Bateman  
Dudley Greer  
Kelly Pezor  
Michael Stuart

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:

Maria Brophy, Vice Chairperson

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

**2. Agenda Summary Review** —

**Commissioner Pezor moved to approve the March 25, 2024 Agenda Summary.  
Commissioner Stuart seconded the motion.**

|             |                                          |
|-------------|------------------------------------------|
| <u>Vote</u> | <u>5 - 0 - 1</u>                         |
| FOR:        | 1 - Demby, Bateman, Greer, Pezor, Stuart |
| AGAINST:    | 0                                        |
| ABSTAIN:    | 0                                        |
| ABSENT:     | 1 - Brophy                               |

**3. Old Business** —

**a. File No.:** 2023 - 920  
**Applicant:** Andrew Becker  
**Location:** 205 Talbot Street, Easton, MD 21601

**Zoning:** Tax Map 104, Grid 000, Parcel 1950  
R-7A

**Request:** The applicant is proposing an amendment to the Certificate of Appropriateness issued by the Commission in April of 2023 for a scope of renovations including the construction of a new rear addition, the replacement of the existing foundation, an in-kind replacement of the existing asphalt shingle roof, the replacement of the original doors, and the restoration of the original wooden siding. This application was first amended in October of 2023 to reflect a proposal for the new foundation to have a brick veneer instead of the originally approved parged block foundation. The applicant is now proposing to install a new standing seam metal roof. This is a contributing structure to the Historic District.

Historic District Guideline references:

- i. Guideline 70. Roof Material*

**Staff Presentation:**

Nicholas Johnson, Town Planner - Current

**Applicant Presentation** — None

**Public Comment** — None

**Commissioner Pezor moved to approve the application as submitted. Commissioner Greer seconded the motion.**

|             |                                          |
|-------------|------------------------------------------|
| <u>Vote</u> | <u>5 - 0 - 1</u>                         |
| FOR:        | 1 - Demby, Bateman, Greer, Pezor, Stuart |
| AGAINST:    | 0                                        |
| ABSTAIN:    | 0                                        |
| ABSENT:     | 1 - Brophy                               |

**b. File No.: 2022 - 780**

**Applicant: VP Construction**

**Location:** 15 S. Higgins Street, Easton, MD 21601  
Tax Map 104, Grid 000, Parcel 1601

**Zoning:** CB

**Request:** In November of 2022, the Commission granted a certificate of appropriateness for significant renovations to the structure with a scope of work including repair to the existing windows with new 2/2 windows, replacement of the rear door, an in-kind asphalt shingle roof replacement, and repair to the original wooden siding. The approval of this application was conditioned upon the windows being 2 over 2 windows; and the work was subsequently completed under a building permit issued in April of 2023. The applicant is now proposing

an amendment to the COA with a request to use double hung 1 over 1 windows instead. This is a contributing structure to the Historic District, and the Historic District Survey notes that the original windows for this structure were 2 over 2 style wooden windows.

Historic District Guideline references:

- i. *Guideline 90. Make Sensitive Replacements*

**Staff Presentation:**

Miguel Salinas, Planning and Zoning Director

Nicholas Johnson, Town Planner - Current

Tom Diem, Building Code Official

**Applicant Presentation**

Tim Vanvonno, VP Construction

**Public Comment** — None

**Commissioner Stuart moved to approve the application with the condition that the existing windows will have SDL’s added to create a 2 over 2 arrangement. Commissioner Greer seconded the motion.**

|             |                                 |
|-------------|---------------------------------|
| <u>Vote</u> | <u>4 - 1 - 1</u>                |
| FOR:        | 4 - Demby, Greer, Pezor, Stuart |
| AGAINST:    | 1 - Bateman                     |
| ABSTAIN:    | 0                               |
| ABSENT:     | 1 - Brophy                      |

**4. New Business —**

- a. **File No.:** 2024 - 1157  
**Applicant:** Jennifer Gilmer Kitchen & Bath  
**Location:** 108 Brookletts Avenue, Easton, MD 21601  
Tax Map 105, Grid 0EA, Parcel 2115  
**Zoning:** R-10A

**Request:** The applicant is proposing to install a new aluminum-clad casement style window with simulated divided light on the east elevation of the structure. The proposed window is smaller than the existing windows, and a new panel will be installed to fill the remaining space. This is a contributing structure to the Historic District.

Historic District Guideline references:

- i. *Guideline 91. Shutters*

**Staff Presentation:**

Miguel Salinas, Planning and Zoning Director  
Nicholas Johnson, Town Planner - Current

**Applicant Presentation:**

Nancy McCarren AIA, Gilmer Kitchen & Bath

**Public Comment — None**

The applicant amended their application to reflect the new shutters being a composite material.

**Commissioner Pezor moved to approve the amended application with the condition that: 1) the panel infill shall be a composite material and painted to match the trim; 2) The shutters will be sized to match the existing shutters . Commissioner Stuart seconded the motion.**

|             |                                          |
|-------------|------------------------------------------|
| <u>Vote</u> | <u>5 - 0 - 1</u>                         |
| FOR:        | 1 - Demby, Bateman, Greer, Pezor, Stuart |
| AGAINST:    | 0                                        |
| ABSTAIN:    | 0                                        |
| ABSENT:     | 1 - Brophy                               |

**b. File No.: 2024 - 1155**  
**Applicant: Beaverdam Builders LLC**  
**Location:** 220 S. Washington Street, Easton, MD 21601  
Tax Map 105, Grid 000, Parcel 2089  
**Zoning:** R-10A

**Request:** The applicant is proposing to replace the existing deteriorated wooden porch with Trex composite decking material. This is a contributing structure to the Historic District.

Historic District Guideline references:

- i. Guideline 65. Make Sensitive Replacements*
- ii. Appendix B.2. Common Substitute Materials (Porch and Deck Materials Composite)*

**Staff Presentation:**

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

**Applicant Presentation:**

Brandon Barrow, Beaverdam Builders LLC

**Public Comment:**

Jerry Barrow, Barrow & Sons

**Commissioner Bateman moved to table the application pending the submission of a revised application with a scope of work that includes the replacement of the composite steps and risers with tongue and groove wood, and the in-kind replacement of the tongue and groove wood porch decking. Commissioner Greer seconded the motion.**

|             |                                          |
|-------------|------------------------------------------|
| <u>Vote</u> | <u>5 - 0 - 1</u>                         |
| FOR:        | 1 - Demby, Bateman, Greer, Pezor, Stuart |
| AGAINST:    | 0                                        |
| ABSTAIN:    | 0                                        |
| ABSENT:     | 1 - Brophy                               |

**c. File No.: 2024 - 1158**  
**Applicant: Barrow & Sons LLC**  
**Location:** 121 N. Locust Lane, Easton, MD 21601  
Tax Map 103, Grid 0EA, Parcel 0720  
**Zoning:** R-7A

**Request:** The applicant is proposing to remove the existing asphalt shingle roof, and to install a new metal roof. This is a contributing structure to the Historic District.

Historic District Guideline references:

*i. Guideline 70. Roof Material*

**Staff Presentation:**

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

**Applicant Presentation:**

Jerry Barrow, Barrow & Sons LLC

**Public Comment — None**

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

|             |                                          |
|-------------|------------------------------------------|
| <u>Vote</u> | <u>5 - 0 - 1</u>                         |
| FOR:        | 1 - Demby, Bateman, Greer, Pezor, Stuart |
| AGAINST:    | 0                                        |
| ABSTAIN:    | 0                                        |

ABSENT: 1 - Brophy

**d. File No.:** 2024 - 1160  
**Applicant:** Marasun Roofing LLC  
**Location:** 117 South Street, Easton, MD 21601  
Tax Map 104, Grid 000, Parcel 1544  
**Zoning:** R-7A

**Request:** The applicant is proposing an in-kind asphalt shingle roof replacement, and an in-kind replacement of the existing vinyl windows. This structure was constructed in 1994, and is considered a non-contributing structure to the Historic District.

Historic District Guideline references:

- i. *Guideline 70. Roof Material*
- ii. *Guideline 90. Make Sensitive Replacements (Windows)*

**Staff Presentation:**

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

**Applicant Presentation:**

John Marrah, Marasun Roofing LLC

**Public Comment** — None

**The applicant amended the application to exclude the request for the in-kind vinyl window replacement.**

**Commissioner Pezor moved to approve the amended application for the in-kind asphalt shingle roof replacement as submitted. Commissioner Bateman seconded the motion.**

|             |                                          |
|-------------|------------------------------------------|
| <u>Vote</u> | <u>5 - 0 - 1</u>                         |
| FOR:        | 1 - Demby, Bateman, Greer, Pezor, Stuart |
| AGAINST:    | 0                                        |
| ABSTAIN:    | 0                                        |
| ABSENT:     | 1 - Brophy                               |

**5. Discussion Item** — None

**6. Decision Summary Review** —

**Commissioner Bateman moved to approve the March 11, 2024 Decision Summary.  
Commissioner Pezor seconded the motion.**

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

## **7. Administrative Approval**

- a. File No.: 2024 - 1159**  
**Applicant: All Exteriors LLC**  
**Location:** 203 E. Earle Avenue, Easton, MD 21601  
Tax Map 105, Grid 000, Parcel 2128  
**Zoning:** R-10A

**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*

- b. File No.: 2024 - 1161**  
**Applicant: Mid-Shore Exteriors**  
**Location:** 313 S. Aurora Street, Easton, MD 21601  
Tax Map 105, Grid 0EA, Parcel 2250  
**Zoning:** R-10A

**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*

- c. File No.: 2022-701**  
**Applicant: Laurence and Kelly Pezor**  
**Location:** 407 Goldsborough Street, Easton, MD 21601

**Zoning:** Tax Map 103, Grid 0EA, Parcel 0747  
R-7A

**Request:** The applicant is requesting to install a new ductless HVAC system. The application may be administratively approved subject to the following conditions:

- 1) Mechanical equipment shall be located out of view of the public right of way.
- 2) The exterior conduit shall be painted to match the exterior surface to which it is applied.
- 3) Units shall be screened from view using plantings, fencing, or other appropriate structures.

This is a contributing structure to the Historic District.

Historic District Guideline references:

- i. Guideline 48. HVAC*

**d. File No.:** 2024 - 1164  
**Applicant:** Jeffrey Mallory  
**Location:** 523 Goldsborough Street, Easton, MD 21601  
Tax Map 103, Grid 0EA, Parcel 0764  
**Zoning:** R-7A

**Request:** The applicant is requesting to remove and replace five (5) sections of fencing from Park Street. The sections of fencing will be relocated to surround the garbage/recycling cans in the rear alley. This is a contributing structure to the Historic District.

Historic District Guideline references:

- i. Guideline 14. Perimeter Walls and Fences*

**e. File No.:** 2024 - 1153  
**Applicant:** Shaw's Heating, Air & Plumbing  
**Location:** 515 August Street, Easton, MD 21601  
Tax Map 103, Grid 0EA, Parcel 1044  
**Zoning:** CB

**Request:** The applicant is requesting to install a new ductless HVAC system. The application may be administratively approved subject to the following conditions:

- 1) Mechanical equipment shall be located out of view of the public right of way.
- 2) The exterior conduit shall be painted to match the exterior surface to which it is applied.

- 3) Units shall be screened from view using plantings, fencing, or other appropriate structures.

This is a contributing structure to the Historic District.

Historic District Guideline references:

- i. *Guideline 48. HVAC*

- f. File No.:** 2024 - 1168  
**Applicant:** DBS Fine Jewelers  
**Location:** 7 N. Harrison Street, Easton, MD 21601  
Tax Map 103, Grid 0EA, Parcel 1196, Lot 2  
**Zoning:** CB

**Request:** The applicant is requesting to install a 20" x 18" wall sign that is considered a temporary sign by the Town's Zoning Ordinance. The application may be administratively approved subject to the following condition:

- 1) Connections for the sign shall be through the mortar joint rather than the masonry unit.

This is a contributing structure to the Historic District.

Historic District Guideline references:

- i. *Guideline 25. General Guidelines for Signage*
- ii. *Guideline 35. Wall Signs*

**8. Consent Docket — None**

- 9. Adjournment —** Commissioner Bateman moved to adjourn. Commissioner Stuart seconded the motion. The meeting was adjourned at 7:00 p.m.