



Historic District Commission MEETING AGENDA

Monday, August 26, 2024 - 6:00 PM
Council Chambers, Easton Town Office
14 S Harrison Street

Call to Order

- 1) Approval of the Agenda for August 26, 2024.

Old Business

New Business

- 1) **Application Number:** 2024 - 1273 / HD 24 - 93
Applicant: Laurence and Kelly Pezor
Location: 407 Goldsborough Street
Tax Map 103, Grid 0EA, Parcel 0747
Zoning District: R-7A
Request: Installation of new brick stairs, new pavers, and the installation of a 6' wood shadow box fence.
- 2) **Application Number:** 2024 - 1265 / HD 24 - 91
Applicant: Barrow & Sons, LLC
Location: 222 S. Washington Street
Tax Map 0105, Grid 00EA, Parcel 2088
Zoning District: R-10A
Request: Exterior alterations to the front entrance, and replacement of the existing trim.
- 3) **Application Number:** 2024 - 1276 / HD 24 - 96
Applicant: Enid McKittrick
Location: 116 Goldsborough Street
Tax Map 0103, Grid 00EA, Parcel 1141
Zoning District: R-7A
Request: Removal of the left side, front facing door. The wall will be closed with an in-kind siding.
- 4) **Application Number:** 2024 - 1270 / HD 24 - 92
Applicant: Willow Construction

Location: 106 South Street - Academy Art Museum
Tax Map 0104, Grid 00EA, Parcel 1960
Zoning District: R-7A
Request: Exterior alterations to the door at the loading dock, and renovation to create additional office space.

- 5) **Application Number:** 2024 - 1274 / HD 24 - 94
Applicant: Anchor Church
c/o Pastor David Finlay
Location: 620 Goldsborough Street (Anchor Church)
Tax Map 0103, Grid 00EA, Parcel 0956
Zoning District: R-7A
Request: Repair to the existing asphalt parking lot.

Discussion Item

- 1) Proposed addition of a new outdoor pavilion at 22 S. Harrison Street - Legal Assets Craft Food & Spirits.

Approval of Minutes

- 1) Approval of the Draft Decision Summary from the August 12, 2024 meeting.

Administrative Approval

- 1) **Application Number:** 2024 - 1275 / HD 24 - 95
Applicant: Dock Street Foundation
c/o Kathy Bosin
Location: 41 E. Dover Street
Tax Map 0103, Grid 00EA, Parcel 1196
Zoning District: CB
Request: Temporary placement of a 26" x 46" sandwich board sign.
- 2) **Application Number:** 2024 - 1277 / HD 24 - 97
Applicant: Griffith Energy Services, Inc.
Location: 214 Goldsborough Street - Bishop's House Bed and Breakfast
Tax Map 0103, Grid 00EA, Parcel 1133

Zoning District:
Request:

R-7A
HVAC installation.

3) Application Number:
Applicant:
Location:

2024 - 1279 / HD 24 - 98
Jessica Young
407 August Street
Tax Map 0103, Grid 00EA, Parcel 1079

Zoning District:
Request:

R-7A
In-kind asphalt roof replacement.

Consent Docket

Adjournment



TOWN OF EASTON
PLANNING & ZONING
14 S Harrison Street, Easton MD 21601

Historic District Commission Staff Report

Meeting Date: 8/26/2024

Staff Contact: Nicholas Johnson, Planner, njohnson@eastonmd.gov

Property Address: 407 Goldsborough Street

Application Number: 2023-1273

Request: Rear Stairs, Patio, and Fencing

Executive Summary:

The applicant is proposing to replace the existing rear steps and railing with new brick steps and iron railing. The applicant is also proposing to install environmental pavers around the newly constructed carriage garage and for a 216 square foot patio. Lastly, a new 6' tall wooden privacy fence will be installed in the rear yard. The primary structure on this property is considered a contributing structure and is listed on the Maryland Inventory of Historic Places.

Historic District Guidelines:

Guideline 9. New Driveways

- a. Locate new driveways so that minimum alterations are required to character-defining landscape and features such as walls, fences and buildings, and should respect the predominant alignments and locations of driveways in the neighborhood.
- b. New driveways should be finished in a material that is compatible with the existing private walkways and the architectural character of the building and the fabric of the overall neighborhood.

Guideline 14. Perimeter Walls and Fences

- c. New walls and fences should be consistent with the setback of the subject building and adjacent properties.
- d. New walls and fences must adhere to the height, material, and replacement requirements outlined in Easton's zoning ordinances.
- e. New fences and perimeter walls should be appropriate to the character of the district. Concrete block and stucco finishes are not likely to be approved, particularly in locations visible from the public right-of-way. Simple, unobtrusive fences in traditional designs in powder coated steel or aluminum or wood picket fences are most appropriate. Note: Vinyl fences will not be approved.

Zoning Analysis – The proposed fencing is consistent with the Zoning Ordinance's height and setback requirements for fencing in rear yards.



TOWN OF EASTON
PLANNING & ZONING
14 S Harrison Street, Easton MD 21601

Guideline 65. Make Sensitive Replacements (Porches)

- b. Use wood for porch details and structural parts, including steps, decking, and foundations, unless it can be documented that other materials were historically used on the house or used at an early date.
- c. Alternate materials may be allowable on a side or rear porches if the new material, size, scale, and overall appearance matches the historic feature.

Draft Motions:

1. I move that the Historic District Commission **approve** the application as submitted.

OR

2. I move that the Historic District Commission deny the application based on the following findings...

OR

3. I move an alternate motion.



TOWN OF EASTON
PLANNING & ZONING
 14 S Harrison Street, Easton MD 21601

EASTON HISTORIC DISTRICT SURVEY

PROPERTY #:

Picture:



TAX ID		ADDRESS		OWNER NAME			
2101013777		407 GOLDSBOROUGH ST		WENNESON, ROBERT C			
YEAR BUILT		PHYSICAL CONDITION					
1890		VERY GOOD					
ARCHITECTURAL STYLE				ADDITION(S)			
2ND EMPIRE				NONE APPARENT			
NHL DISTRICT	NR DISTRICT	NR LISTED	MEETS NR CRITERIA	1980 NR RATING	MD INVENTORY	CONTRIBUTING	NC CODE
				A	T-292	Y	
NOTES							
UNUSUAL 1 1/2 STORY EXAMPLE OF 2ND EMPIRE STYLE. UNFORTUNATE PARTIAL ENCLOSED OF FRONT PORCH, UNCLEAR IF REST OF PORCH IS REBUILT OR JUST ATYPICAL. SUPPOSED TO HAVE A MATCHING CARRIAGE HOUSE BUT IF PRESENT COULD NOT SEE FROM PUBLIC RIGHT OF WAY							

RECEIVED

AUG 12 2024



TOWN OF EASTON
PLANNING AND ZONING
14 SOUTH HARRISON STREET, EASTON, MD 21601

Application #: 2024 - 1273
Date Received: 08/12/2024
Fee Paid:
HDC Meeting Date: 08/26/2024
Date Property Posted: 08/19/2024

HISTORIC DISTRICT COMMISSION HEARING APPLICATION

APPLICATION TYPE (PLEASE CIRCLE)

ROOFING

DEMOLITION

SIGNAGE

FENCING

OTHER

NEW CONSTRUCTION/ADDITION

EXTERIOR ALTERATIONS

FOR TREE REMOVAL(S) - PLEASE USE THE TREE REMOVAL APPLICATION

PROPERTY INFORMATION

ADDRESS

407 GOLDSBOROUGH ST

☒ Contributing

☐ Non-Contributing

YEAR BUILT:

1870

NATIONAL REGISTAR #

PROPERTY INFORMATION

OWNER NAME

LAWRENCE & KELLY PEZOR

TELEPHONE NO.

301 466-6792

EMAIL

KLPezor@GMAIL.COM

Applicant or Agent

NAME

Kelly Pezor

TELEPHONE NO.

301 466-6792

EMAIL

KLPezor@GMAIL.COM

Description of Proposal (include additional sheets, as necessary)

- 1) CHANGE EXISTING BACK STAIR TO BACK w/ IRON RAILING
- 2) USE ENVIRONMENTAL PAVERS FOR APRON & SIDES OF NEW WALKWAY
- 3) USE ENVIRONMENTAL PAVERS FOR SMALL PATIO
- 4) NEW SHADOW BOX FENCE w/ 3 GATES - 16' WOOD

Specific Requirements

- The payment of fees is due at the time of application submittal.
As of December 27, 2022, the fees are as follows:
Commercial - \$200 Residential - \$75 Signs - \$75 Staff Approval \$25
- Provide 2 hard copies plus 1 digital copy of the application and all supplemental information.
- Disclose any easements or deed restrictions pertaining to the property and any improvements including the details of said easements or restrictions.
- Disclose any tax credits and or grants being considered for the project.

The Historic District Commission (HDC) reserves the right to request reasonable additional information or design drawings that further clarify proposals. In cases where professional design services are warranted, the HDC may require the applicant to retain a licensed design consultant. If the applicant or their designee is not present for the scheduled meeting the Commission may elect to refrain from discussing and voting on the scheduled agenda item. Any modifications during review shall warrant an updated application.

I hereby certify that I have reviewed the Easton Historic District Guidelines as published

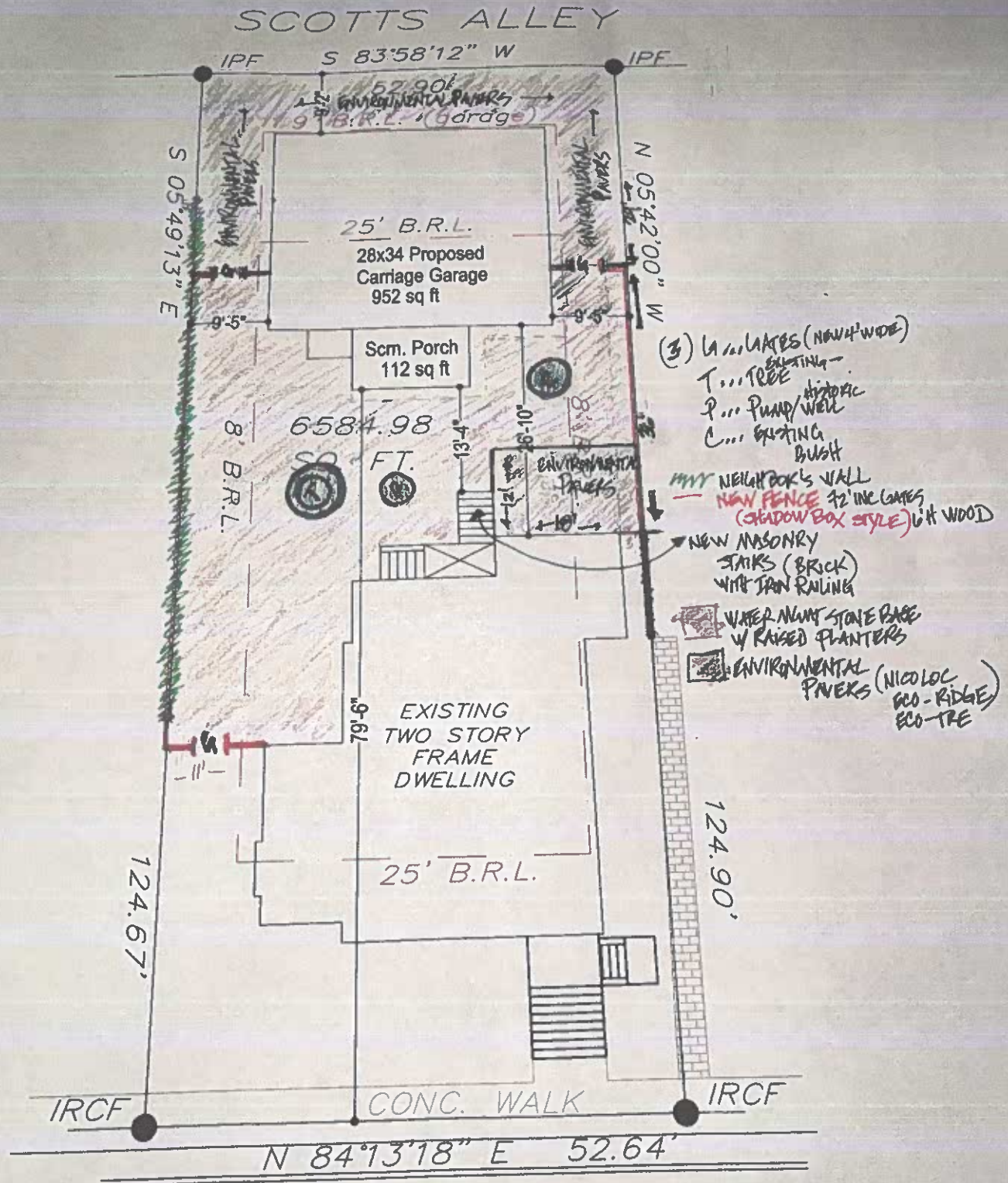
Signature of Applicant or Agent

Date

Printed Name of Applicant or Agent

Kelly Pezor
12 AUG 2024
KELLY PEZOR

Revised 4.4.2022





EXISTING



PROPOSED W/ BRICK STEPS & IRON
RAILING TO COMPLEMENT EXISTING FRONT
AND BACK RAILING TO LOWER LEVEL



NICOLOC ECO RIDGE
FOR GARAGE APRON & SIDES OF GARAGE



NICOLoc Eco-TRE FOR SMALL PATIO

CARE FOR THE ENVIRONMENT WITH ECO-RIDGE

Nicolock Paving Stones' Eco-Ridge 80MM Environmental Paving Stones provide the beauty and durability of our other products with an additional eye toward environmental sustainability.

Eco-Ridge 80MM Environmental Paving Stones come in an oversized brick shape with slightly textured riven surfaces and slightly chamfered edges. They feature 3/8" gaps that create approximately 13% open surface area, using less overall material for a lower economic impact. The joint opening is in compliance with the Americans with Disability Act.



SHARE THIS PRODUCT



ECO-RIDGE 80MM

An oversized brick shape with a slightly textured riven surface. Slightly chamfered edges with a 13% open surface area.

- ✓ 3/8" gaps create approximately 13% open surface area
- ✓ Americans with Disability Act (ADA) Compliant
- ✓ 100 square feet per pallet

FIND A DEALER

FIND A CONTRACTOR

CHOOSE YOUR COLOR



* Premium Color

** Deluxe Color

PATTERNS



SHADOW BOX FENCE STYLE
MATERIAL WILL BE WOOD



TOWN OF EASTON
PLANNING & ZONING
14 S Harrison Street, Easton MD 21601

Historic District Commission Staff Report

Meeting Date: 8/26/2024

Staff Contact: Nicholas Johnson, Planner, njohnson@eastonmd.gov

Property Address: 222 S Washington Street

Application Number: 2023-1265

Request: Front Entry

Executive Summary:

The applicant is seeking approval to alter the existing colonial revival treatment surrounding the front entryway. The proposal is to removal all the existing trim surrounding door to expose the hidden transom above the door. Fluted Azek trim will be added to both sides of the door. This is considered a non-contributing structure to the Historic District.

Historic District Guidelines:

Guideline 41. Maintain Original and Historic Doors

- a. Maintain doors and entrances in their original location. Avoid relocating or removing historic doors by blocking-in existing door openings, especially on the front façade.
- b. Maintain and repair doors, frames, sills, hardware, transoms, fanlights and sidelights on doors located on front façades and side and rear façades visible from a primary public right-of-way.
- c. Avoid adding details, surrounds, canopies, or ornamentation that have no historical basis and are not in keeping with the character of the original door.

Guideline 42. Make Sensitive Replacements

- a. Replace historic doors and surrounds in-kind, where repair is not possible. The replacement door should duplicate the original as closely as possible.
- b. Replacement doors should be compatible with the overall character of the façade in which they are located.
- c. Doors located on the front façade of historic properties are typically solid wood. Replacement doors for front façades should be wood. Alternative materials, provided they are smooth and painted, may be used for doors located on the sides or rear of the property. See Appendix B for additional information on Substitute Materials.
- d. If the location of a door to be replaced is not under a protective cover, then an alternate material may be considered for increased durability. The design must be compatible with



**TOWN OF EASTON
PLANNING & ZONING
14 S Harrison Street, Easton MD 21601**

the architectural style of the property and should mimic the appearance of the original door.

Guideline 43. Restore Missing or Inappropriately Altered Doors

a. Replace inappropriately designed, non-original doors or surrounds with an appropriately designed door or surround based on documentary or photographic evidence. If no such evidence exists, the design of the replacement door or surround should be complimentary to the character of the façade in which it is located. A simple design is often best.

Staff Recommendation:

Staff supports a Commission **approval** of this request as submitted. The request to remove non-original details from this door is consistent with Guideline 43a and 41c. The design for the new surround is simple in design and complimentary to this non-contributing structure.

Draft Motions:

1. I move that the Historic District Commission **approve** the application as submitted.

OR

2. I move that the Historic District Commission deny the application based on the following findings...

OR

3. I move an alternate motion.



TOWN OF EASTON
PLANNING & ZONING
14 S Harrison Street, Easton MD 21601

EASTON HISTORIC DISTRICT SURVEY

PROPERTY #:

Picture:



TAX ID		ADDRESS		OWNER NAME			
2101004190		222 S WASHINGTON ST		MECHLING EUGENE B JR TRUSTEE			
YEAR BUILT		PHYSICAL CONDITION					
1963		EXCELLENT					
ARCHITECTURAL STYLE				ADDITION(S)			
COLONIAL REVIVAL				NONE APPARENT			
NHL DISTRICT	NR DISTRICT	NR LISTED	MEETS NR CRITERIA	1980 NR RATING	MD INVENTORY	CONTRIBUTING	NC CODE
				B		N	AGE
NOTES							
1 1/2 STORY 3 BAY SIDE GABLE CAPE COD COTTAGE. 3 STEEPLY PITCHED GABLE DORMERS ON FRONT. WHIMSICAL COLONIAL REVIVAL PILASTER TREATMENT AROUND FRONT DOOR. BUILT OUTSIDE OF NATIONAL REG. DISTRICTS PERIOD OF SIGNIFICANCE.							

August 12 by 29



TOWN OF EASTON
PLANNING AND ZONING
14 SOUTH HARRISON STREET, EASTON, MD 21601

HD 24-91

Application #: 2024-1265
Date Received: 08/09/2024
Fee Paid: \$75.00
HDC Meeting Date: 08/26/2024
Date Property Posted: 08/19/2024

HISTORIC DISTRICT COMMISSION HEARING APPLICATION

APPLICATION TYPE (PLEASE CIRCLE)

ROOFING DEMOLITION SIGNAGE FENCING OTHER
NEW CONSTRUCTION/ADDITION EXTERIOR ALTERATIONS
FOR TREE REMOVAL(S) - PLEASE USE THE TREE REMOVAL APPLICATION

PROPERTY INFORMATION

ADDRESS: 222 South Washington St
☐ Contributing ☐ Non-Contributing YEAR BUILT: _____ NATIONAL REGISTAR # _____

PROPERTY INFORMATION

OWNER NAME: MEGAW MURRAY
TELEPHONE NO. 443-786-1709 EMAIL: _____

Applicant or Agent

NAME: BARROW & SONS LLC
TELEPHONE NO. 410-310-1176 EMAIL: Sharon.Barrow@hotmail.com

Description of Proposal (include additional sheets, as necessary)

RETURN FRONT ENTRANCE TO ORIGINAL STATUS
REMOVE EXISTING TRIM REPLACE WITH AZEK FLATED
TRIM ON BOTH SIDE EXPOSE ORIGINAL TRANSOM
ABOVE DOOR. ALL NEW TRIM TO BE AZEK

Specific Requirements

- The payment of fees is due at the time of application submittal.
As of December 27, 2022, the fees are as follows:
Commercial - \$200 Residential - \$75 Signs - \$75 Staff Approval \$25
- Provide 2 hard copies plus 1 digital copy of the application and all supplemental information.
- Disclose any easements or deed restrictions pertaining to the property and any improvements including the details of said easements or restrictions.
- Disclose any tax credits and or grants being considered for the project.

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If the applicant or their designee is not present for the scheduled meeting the Commission may elect to refrain from discussing and voting on the scheduled agenda item.
Any modifications during review shall warrant an updated application.

I hereby certify that I have reviewed the Easton Historic District Guidelines as published

Signature of Applicant or Agent

Date

Printed Name of Applicant or Agent

Sharon P. Barrow
Aug 24
SERREY L. BARROW

Revised 4.4.2022



Existing

Transem Example



Proposed.
original

Not
Changing
Door



TOWN OF EASTON
PLANNING & ZONING
14 S Harrison Street, Easton MD 21601

Historic District Commission Staff Report

Meeting Date: 8/26/2024

Staff Contact: Nicholas Johnson, Planner, njohnson@eastonmd.gov

Property Address: 116 Goldsborough Street

Application Number: 2023-1276

Request: Porch Door Removal

Executive Summary:

The applicant is seeking approval to remove a door from the front porch that was once used to access an office. The space that the door currently occupies will be filled in with siding that matches the existing siding on the house. This is considered a contributing structure to the Easton Historic District.

Historic District Guidelines:

Guideline 4. Restore Significant Historic Features

- b. Restore or replace underlying historic materials with new elements that closely replicate the historic appearance.
- c. Take care to remove non-historic materials in a way that does not damage underlying historic materials.
- d. Replace missing features (such as cornices, storefronts, etc.) with historically appropriate replacement features. The design of replacement features should be based on its historical appearance and substantiated by documentary, physical, or pictorial evidence. This may be accomplished by locating historic photographs which show the original appearance of the element, replicating existing but incomplete elements, or by reproducing elements visible on neighboring buildings of the same style and date range.
- e. Where no evidence of the feature's original appearance exists, utilize a simple design consistent with the scale, massing, and style of the building and surrounding area.

Guideline 77. Make Sensitive Replacements (Siding)

- a. If the deterioration is severe, replace only the affected areas with wood siding that matches the existing in size, shape, profile, and texture.

Recommended Condition:

1. The infill siding shall match the existing siding in material, color, size, shape, profile, and texture.



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14 S Harrison Street, Easton MD 21601**

Staff Recommendation:

Staff supports a Commission **approval** of this request with a condition ensuring the new siding used to infill the door opening matches the existing siding. The door being removed is likely non-original as the primary entry door in the center of the porch appears to be the original door. The Historic District Survey also notes that the front porch of this structure was previously enclosed.

Draft Motions:

1. I move that the Historic District Commission **approve** the application with staff's recommended conditions.

OR

2. I move that the Historic District Commission deny the application based on the following findings...

OR

3. I move an alternate motion.



TOWN OF EASTON
PLANNING & ZONING
14 S Harrison Street, Easton MD 21601

Picture:



TAX ID		ADDRESS		OWNER NAME			
2101011197		116 GOLDSBOROUGH ST		RASMUSSEN, PATRICIA AND			
YEAR BUILT		PHYSICAL CONDITION					
1900		EXCELLENT					
ARCHITECTURAL STYLE				ADDITION(S)			
NEO CLASSICAL							
NHL DISTRICT	NR DISTRICT	NR LISTED	MEETS NR CRITERIA	1980 NR RATING	MD INVENTORY	CONTRIBUTING	NC CODE
				B		Y	
NOTES							
THE FRONT PORCH HAS BEEN ENCLOSED BUT THIS REMAINS A STRIKING AND NICELY DETAILED HOUSE + VERY GOOD EXAMPLE OF NEOCLASSICAL ARCHITECTURE. NO OUTBUILDINGS.							

RECEIVED

AUG 14 2024

HD 24 - 96



TOWN OF EASTON

TOWN OF EASTON

PLANNING AND ZONING

14 SOUTH HARRISON STREET, EASTON, MD 21601

Application #: 2024 - 1276
Date Received: 08/14/2024
Fee Paid: \$75.00
HDC Meeting Date: 08/26/2024
Date Property Posted 08/19/2024

HISTORIC DISTRICT COMMISSION HEARING APPLICATION

APPLICATION TYPE
(PLEASE CIRCLE)

ROOFING

DEMOLITION

SIGNAGE

FENCING

OTHER

NEW CONSTRUCTION/ADDITION

EXTERIOR ALTERATIONS

FOR TREE REMOVAL(S) - PLEASE USE THE TREE REMOVAL APPLICATION

PROPERTY INFORMATION

ADDRESS

116 Goldsborough St

☐ Contributing

☐ Non-Contributing

YEAR BUILT:

1886

NATIONAL REGISTAR #

PROPERTY INFORMATION

OWNER NAME

Enid McKittrick

TELEPHONE NO.

301 706 6180

EMAIL

enidmck@gmail.com

Applicant or Agent

NAME

Enid McKittrick

TELEPHONE NO.

301 706 6180

EMAIL

enidmck@gmail.com

Description of Proposal (include additional sheets, as necessary)

The attached photos show my front porch, with the main door in the middle and a second door on the left. The second door opens into the front of my living room, which was once used as an office. The door is no longer needed, and I propose to remove it and close up the wall, using siding that matches the siding around it.

Specific Requirements

- The payment of fees is due at the time of application submittal.
As of December 27, 2022, the fees are as follows:
Commercial - \$200 Residential - \$75 Signs - \$75 Staff Approval \$25
- Provide 2 hard copies plus 1 digital copy of the application and all supplemental information.
- Disclose any easements or deed restrictions pertaining to the property and any improvements including the details of said easements or restrictions.
- Disclose any tax credits and or grants being considered for the project.

The Historic District Commission (HDC) reserves the right to request reasonable additional information or design drawings that further clarify proposals. In cases where professional design services are warranted, HDC may require the applicant to retain a licensed design consultant. If the applicant or their designee is not present for the scheduled meeting the Commission may elect to refrain from discussing and voting on the scheduled agenda item. Any modifications during review shall warrant an updated application.

I hereby certify that I have reviewed the Easton Historic District Guidelines as published

Signature of Applicant or Agent

Date

Printed Name of Applicant or Agent

Enid McKittrick

8/14/24

Enid McKittrick

Revised 4.4.2022









TOWN OF EASTON
PLANNING & ZONING
14 S Harrison Street, Easton MD 21601

Historic District Commission Staff Report

Meeting Date: 8/26/2024

Staff Contact: Nicholas Johnson, Planner, njohnson@eastonmd.gov

Property Address: 106 South Street

Application Number: 2023-1270

Request: Loading Dock Door

Executive Summary:

The applicant is proposing to remove the existing rear loading dock door and frame and widen the existing opening. New hollow metal doors will then be installed in new wider opening. This structure is considered a contributing structure to the Easton Historic District and is listed on the Maryland Inventory of Historic Properties. There is also a Maryland Historic Trust preservation easement on this property that was recorded on January 3rd, 1990 which requires exterior alterations to receive written approval from the Maryland Historic Trust.

Historic District Guidelines:

Guideline 41. Maintain Original and Historic Doors

- a. Maintain doors and entrances in their original location. Avoid relocating or removing historic doors by blocking-in existing door openings, especially on the front façade.
- b. Maintain and repair doors, frames, sills, hardware, transoms, fanlights and sidelights on doors located on front façades and side and rear façades visible from a primary public right-of-way.
- c. Avoid adding details, surrounds, canopies, or ornamentation that have no historical basis and are not in keeping with the character of the original door.

Guideline 42. Make Sensitive Replacements

- a. Replace historic doors and surrounds in-kind, where repair is not possible. The replacement door should duplicate the original as closely as possible.
- b. Replacement doors should be compatible with the overall character of the façade in which they are located.
- c. Doors located on the front façade of historic properties are typically solid wood. Replacement doors for front façades should be wood. Alternative materials, provided they are smooth and painted, may be used for doors located on the sides or rear of the property. See Appendix B for additional information on Substitute Materials.



TOWN OF EASTON
PLANNING & ZONING
14 S Harrison Street, Easton MD 21601

d. If the location of a door to be replaced is not under a protective cover, then an alternate material may be considered for increased durability. The design must be compatible with the architectural style of the property and should mimic the appearance of the original door.

Guideline 43. Restore Missing or Inappropriately Altered Doors

- a. Replace inappropriately designed, non-original doors or surrounds with an appropriately designed door or surround based on documentary or photographic evidence. If no such evidence exists, the design of the replacement door or surround should be complimentary to the character of the façade in which it is located. A simple design is often best.
- b. Avoid using inappropriately detailed replacement doors, such as solid doors for the main entries to commercial buildings, or ones that are not in keeping with the character of a residential building.

Recommended Condition:

1. The applicant shall obtain approval from the Maryland Historic Trust for the proposed alterations prior to the issuance of a building permit.

Draft Motions:

1. I move that the Historic District Commission **approve** the application with staff's recommended condition.

OR

2. I move that the Historic District Commission deny the application based on the following findings...

OR

3. I move an alternate motion.



TOWN OF EASTON
PLANNING & ZONING
 14 S Harrison Street, Easton MD 21601

EASTON HISTORIC DISTRICT SURVEY

PROPERTY #:

Picture:



TAX ID		ADDRESS		OWNER NAME			
2101050990		106 SOUTH ST		ACADEMY OF THE ARTS INC			
YEAR BUILT		PHYSICAL CONDITION					
1860		EXCELLENT					
ARCHITECTURAL STYLE				ADDITION(S)			
ITALIANATE + GOTHIC REVIVAL INFLUENCE				MULTIPLE			
NHL DISTRICT	NR DISTRICT	NR LISTED	MEETS NR CRITERIA	1980 NR RATING	MD INVENTORY	CONTRIBUTING	NC CODE
				B		Y	
NOTES							
WELL PRESERVED/RESTORED RESOURCE.							



TOWN OF EASTON
 PLANNING AND ZONING
 14 SOUTH HARRISON STREET, EASTON, MD 21601

Application #: 2024 - 1270
Date Received: 08/13/2024
Fee Paid: \$200.00
HDC Meeting Date: 08/26/2024
Date Property Posted: 08/19/2024

HISTORIC DISTRICT COMMISSION HEARING APPLICATION

APPLICATION TYPE (PLEASE CIRCLE)

☐ ROOFING ☐ DEMOLITION ☐ SIGNAGE ☐ FENCING ☐ OTHER
☐ NEW CONSTRUCTION/ADDITION ☐ EXTERIOR ALTERATIONS
☐ FOR TREE REMOVAL(S) - PLEASE USE THE TREE REMOVAL APPLICATION

PROPERTY INFORMATION

ADDRESS
☐ Contributing ☐ Non-Contributing YEAR BUILT: NATIONAL REGISTAR #

PROPERTY INFORMATION

OWNER NAME
 TELEPHONE NO. EMAIL

Applicant or Agent

NAME
 TELEPHONE NO. EMAIL

Description of Proposal (include additional sheets, as necessary)

Renovation of existing Academy of the Arts Museum which consists of adding a wider door at the loading dock and splitting two offices, includes, drywall, electrical, painting and mechanical.

Specific Requirements

- The payment of fees is due at the time of application submittal.
 As of December 27, 2022, the fees are as follows:
 Commercial - \$200 Residential - \$75 Signs - \$75 Staff Approval \$25
- Provide 3 hard copies plus 1 digital copy of the application and all supplemental information.
- Disclose any easements or deed restrictions pertaining to the property and any improvements including the details of said easements or restrictions.
- Disclose any tax credits and or grants being considered for the project.

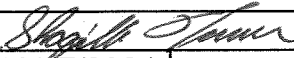
The Historic District Commission (HDC) reserves the right to request reasonable additional information or design drawings that further clarify proposals. In cases where professional design services are warranted, the HDC may require the applicant to retain a licensed design consultant.
 If the applicant or their designee is not present for the scheduled meeting the Commission may elect to refrain from discussing and voting on the scheduled agenda item.
 Any modifications during review shall warrant an updated application.

I hereby certify that I have reviewed the Easton Historic District Guidelines as published

Signature of Applicant or Agent

Date

Printed Name of Applicant or Agent


08/07/2024
Shaquille Turner

Revised 4.4.2022



Historic District Commission Application Checklist

Revised December 2022

Please complete the section that applies to your application. If a checklist item is not included or is non-applicable, please provide information supporting its omission for the Commission's consideration.

Requirements:

The payment of fees is due at the time of application submittal. As of December, 2022, the fees are as follows:

Commercial - \$200, Residential - \$75, Signs - \$75, Staff Approval - \$25.

The application submitted shall include 2 copies plus 1 digital.

All Applications to Include:

- ☐ A narrative fully explaining the request
- ☐ Photographs of all existing conditions and that will be affected by the proposed project
- ☐ Description of all existing materials and a listing of all materials to be used for proposed project.
- ☐ Manufacturer cut-sheets and material specifications related to all proposed work.
- ☐ Any available and applicable historical photographs, sketches or other documentary evidence illustrating previous conditions and configurations of the building(s)

New Construction / Addition

- ☐ Dimensioned elevations drawn to an appropriate scale illustrating all sides of the proposed structure. Drawings shall include notations outlining roof pitches, trim details and the type of windows and doors to be used for the project
- ☐ Site plan drawn to an appropriate scale and including setbacks and neighboring structures. Site Plan should illustrate the footprint(s) of all proposed EXISTING AND PROPOSED construction.
- ☐ Construction schedule
- ☐ For new construction only, the Commission will require a three-dimensional rendering, superimposed photo, silhouette or model of the proposed structure, other structure(s) located on the subject property and neighboring structures when necessary to understand the visual impact of the new construction and its compliance with the Guidelines.

Renovations

- ☐ Elevations or photographs of the existing conditions
- ☐ Elevation of the proposed changes
- ☐ Cut sheet for all proposed materials – Be sure to include all of the following that apply and any other additional materials:
 - ☐ Windows
 - ☐ Doors
 - ☐ Trim, fascia, soffit, etc
 - ☐ Decking/ porch flooring materials
 - ☐ Roofing Materials, gutters

Windows

Restoration of existing windows is the Commission's first choice. However, the Commission recognizes it may not always be practical to replace windows. For contributing buildings the front façade and any other façade facing a primary right of way are required to be wood windows. Aluminum, or fiberglass clad wood windows may be approved by the Commission on side or rear façades of contributing buildings. For non-contributing buildings clad wood windows will be considered on all elevations. Note: National Register Buildings are held to the highest of standards.

- ☐ Photograph or scaled elevation of all elevations of the building with each window that is to be replaced clearly labeled.
- ☐ Manufacturers cut sheet for each window to be replaced. Clearly labeled where it will be installed on the building.
- ☐ Materials for the windows must be clearly identified on the cut sheet
- ☐ Please note if existing trim/shutters are to remain or if new are to be installed, please include list of all new materials and cut sheets.

Roofing

Note: National Register Buildings are held to the highest of standards.

- ☐ Photographs or scaled elevations showing the existing roofing material to be replaced.
- ☐ Manufacturers cut sheet for each type of roofing to be replaced. Clearly labeled where it will be installed on the building.
- ☐ Please note if existing trim, fascia, soffit, or gutters are to remain or if new are to be installed, please include list of all new materials and cut sheets.

Signs

- ☐ Dimensioned scale drawings of the sign. Identify all materials to be used, color(s), lettering (including size and font style) and wording
- ☐ Photograph depicting the proposed location for the signage
- ☐ Lighting detail
- ☐ Construction and or mounting details

Landscaping & Trees

- ☐ Landscape plan where existing and proposed landscape features to be installed/planted, removed and/or relocated are identified including the location and species of existing and new trees

Fence

- ☐ Application must Include:
 - A Site plan :
 - Drawn to scale
 - Show and label the location of new and any existing fence. (this can be completed on two separate site plans for clarity)
 - Include location of neighboring structures
 - Identify height of proposed fence, location of gates and other openings
 - If the height or style of fence changes based on location, this must be clearly identified.
 - Proposed fence style and material
 - Include photograph, manufacturer cut-sheet of the fence, or detailed sketch of proposed fence.
 - other relevant construction and or material detail

Demolition

The Historic District Commission (HDC) reserves the right to request a professional inspection of the structure(s). Said request may include evaluation by a historic preservation specialist.

- ☐ Elevations and photographic documentation of all elevations of the structure(s) to be demolished including footprint dimensions, height dimensions and a site plan illustrating location of the structure(s) to be demolished
- ☐ Structural Analysis by Structural Engineer or Licensed Architect
- ☐ For Economic Hardship please provide documentation. Reference Guideline 13.9
- ☐ Attach replacement plan

Other

- ☐ Attach all documentation supporting request

The Historic District Commission (HDC) reserves the right to request reasonable additional information or design drawings that further clarify proposals. In cases where professional design services are warranted, the HDC may require the applicant to retain a licensed design consultant.

If the applicant or their designee is not present for the scheduled HDC meeting, the Commission may elect to refrain from discussing and voting on the scheduled agenda item.

This checklist shall be submitted along with the completed Historic District Commission Application and all additional supporting information.

COURTYARD ENTRY

ACADEMY ART MUSEUM
106 SOUTH STREET
EASTON, MD 21601

Professional Certification:
I certify that these documents were prepared or approved by me,
and that I am a duly licensed architect under the laws of the State
of Maryland, license number 12413, expiration date 2/28/2020.

5 APRIL, 2019 CONSTRUCTION DOCUMENTS
PROJECT NUMBER: 1631.00

DEMOLITION PLAN -
FIRST FLOOR

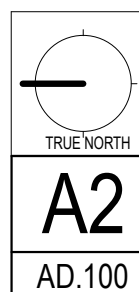
AD.100

DEMOLITION PLAN NOTES:

1. NO HAZARDOUS MATERIAL ABATEMENT ANTICIPATED.
2. DEMOLITION DRAWINGS ARE PROVIDED FOR INFORMATION PURPOSES. DEMOLITION CONTRACT SHALL INCLUDE ALL REMOVAL REQUIRED FOR INSTALLATION OF NEW WORK.
3. COORDINATE SEQUENCE OF DEMOLITION ACTIVITIES WITH CONSTRUCTION SCHEDULE AND OWNERS PROGRAM ACTIVITIES.
4. ALL MATERIALS AND EQUIPMENT THAT ARE SCHEDULED FOR DEMOLITION SHALL BE REMOVED FROM SITE AND DISPOSED OF PROPERLY UNLESS NOTED OTHERWISE. DASHED LINES INDICATE CONSTRUCTION TO BE REMOVED. U.N.O.
5. PRIOR TO DEMOLITION, PROVIDE A WALK-THRU WITH THE OWNER TO IDENTIFY EXISTING HARDWARE AND EQUIPMENT TO BE SALVAGED AND RETURNED TO THE OWNER. THESE ITEMS SHALL BE TAGGED, PROTECTED AND RETURNED TO THE OWNER AT THEIR DESIGNATED AREA. THESE ITEMS SHALL INCLUDE THE FOLLOWING: WINDOW BLINDS, ROLLER SHADES, CLOCKS....
6. DEMOLITION INCLUDES THE REMOVAL AND DISPOSAL OF ALL ARTWORK, POSTERS, NAILS, HOOKS, BULLETIN BOARDS, ETC. NOT REMOVED BY THE OWNER PRIOR TO THE COMMENCEMENT OF THE PROJECT. WHERE REMOVAL LEAVES HOLES OR SURFACE DAMAGE, PREPARE AS NECESSARY FOR PATCHING AND SCHEDULED FINISH.
7. MECHANICAL REMOVAL SHALL INCLUDE THE REMOVAL OF ALL DEVICES IN WALLS AND CEILINGS THAT ARE SCHEDULED FOR DEMOLITION INCLUDING BUT NOT LIMITED TO: AIR DEVICES, DUCT WORK, PIPING AND WIRING. CORRDINATE WORK WITH MECHANICAL DRAWINGS.
8. ELECTRICAL REMOVAL SHALL INCLUDE THE REMOVAL OF ALL DEVICES IN WALLS, CEILINGS, COUNTERS, ETC. THAT ARE SCHEDULED FOR DEMOLITION INCLUDING BUT NOT LIMITED TO: DEVICES AND FIXTURES PLUS ASSOCIATED WIRING AND CONDUIT. IN ORDER TO PERMIT REUSE OF CONDUIT SYSTEM, REMOVE WIRING AND CONDUIT BACK TO A REUSEABLE JUNCTION BOX IF POSSIBLE. AFTER DEMOLITION WORK IS COMPLETE, ELECTRICAL CONTRACTOR SHALL IDENTIFY CIRCUITS IN EXISTING PANEL THAT ARE AVAILABLE FOR USE. AS A RESULT OF THE REMOVAL WORK, COORDINATE WORK WITH ELECTRICAL DRAWINGS.
9. PLUMBING REMOVAL SHALL CONSIST OF THE REMOVAL OF ALL EXISTING WATER, WASTE AND VENT LINES THAT OCCUR IN EXISTING WALLS, COUNTERS, ETC., SCHEDULED FOR DEMOLITION. THESE LINES SHALL BE REMOVED TO A POINT ABOVE CEILING, BELOW FLOOR OR WALL AND CAPPED FOR POSSIBLE REUSE. COORDINATE WORK WITH PLUMBING DRAWINGS.
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11. DOORS SHOWN AT A 45° ANGLE REQUIRE NO WORK UNDER THIS SCOPE OF CONTRACT, U.N.O. (THIS INCLUDES RESPECTIVE FRAME AND ASSOCIATED HARDWARE).
12. SCULPTURES LOCATED WITHIN THE SCOPE OF WORK TO BE PROTECTED DURING CONSTRUCTION. COORDINATE RELOCATION AND PROTECTION WITH OWNER.

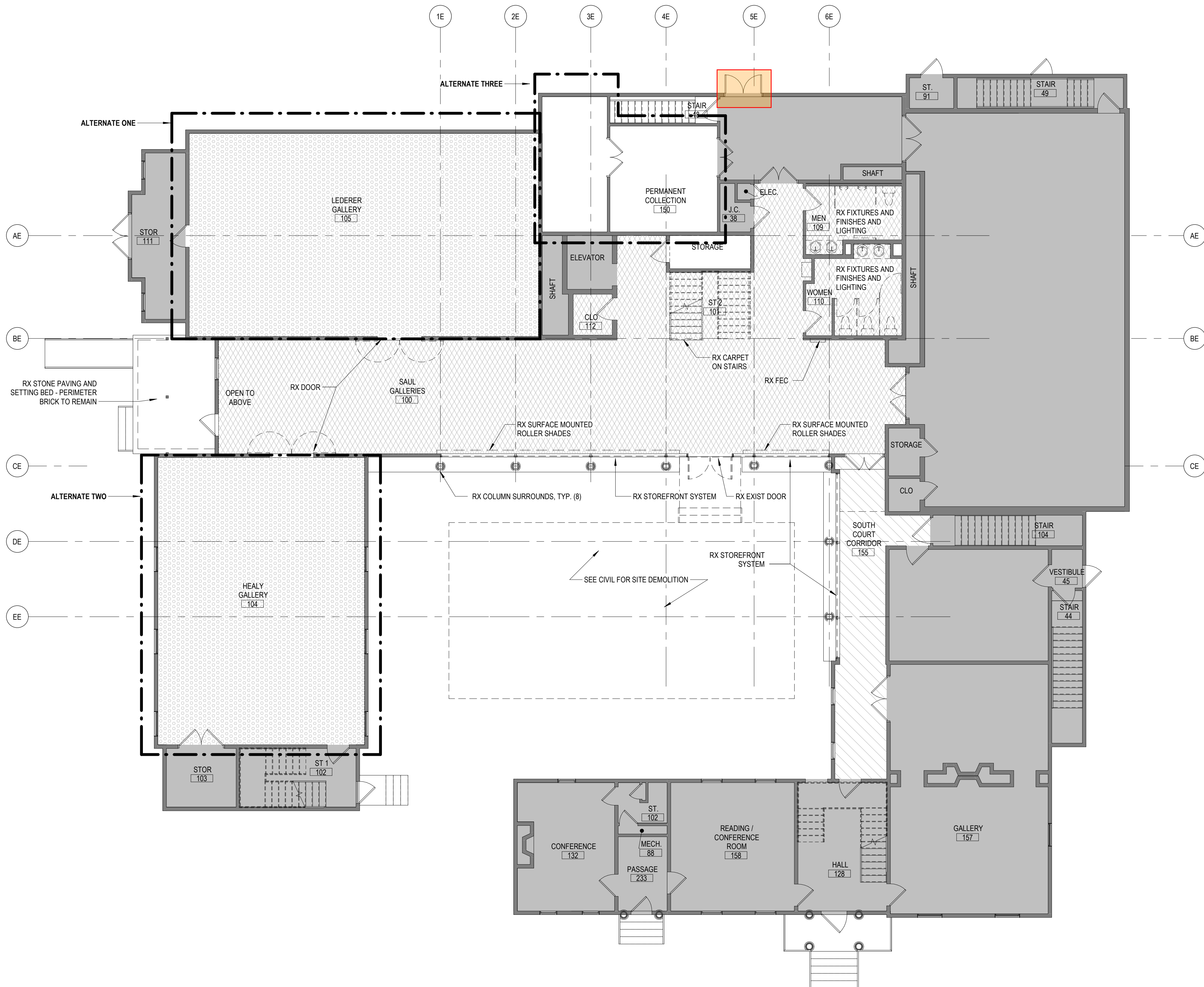
GRAPHIC KEY:

- EXISTING CONSTRUCTION TO REMAIN
- EXISTING CONSTRUCTION TO BE REMOVED
- REMOVE FLOOR FINISH TO SLAB OR SUBFLOOR
- REMOVE FLOOR FINISH TO SLAB OR SUBFLOOR. REMOVE CEILING AND CEILING MOUNTED DEVICES, EXIT SIGNS, FIRE DEVICES, SPEAKER AND FIRE SUPPRESSION DEVICES AS REQUIRED
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- INTERIOR CONSTRUCTION NOT IN SCOPE. PROTECT ADJACENT FINISHES AND CONSTRUCTION TO REMAIN.



FIRST FLOOR PLAN

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AD.100



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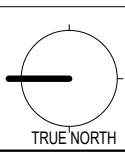


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- INTERIOR CONSTRUCTION NOT IN SCOPE. PROTECT ADJACENT FINISHES AND CONSTRUCTION TO REMAIN.



A2
AD.101

SECOND FLOOR

0 4' - 0" 8' - 0" 16' - 0" 1/8" = 1'-0"

Z|S

ZIGER | SNEAD ARCHITECTS

1006 Morton Street
Baltimore, Maryland 21201
P 410 576 9131
www.zigersnead.com

CIVIL ENGINEER
Lane Engineering
117 Bay Street
Easton, MD 21601
410-822-8003
leinc.com

LANDSCAPE ARCHITECT
Jonathan Ceci
1400 Greenmount Ave, Suite H06
Baltimore, MD 21202
410-299-8059
jonathanceci.com

STRUCTURAL ENGINEER
Robert Silman Associates, PC
1053 31st Street NW
Washington, DC 20007
202-333-6230
www.silman.com

MEP ENGINEER
Mueller Associates, Inc.
1306 Concourse Drive, Suite 100
Linthicum, MD 21090
410-646-4500
www.muellerassoc.com

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COURTYARD ENTRY

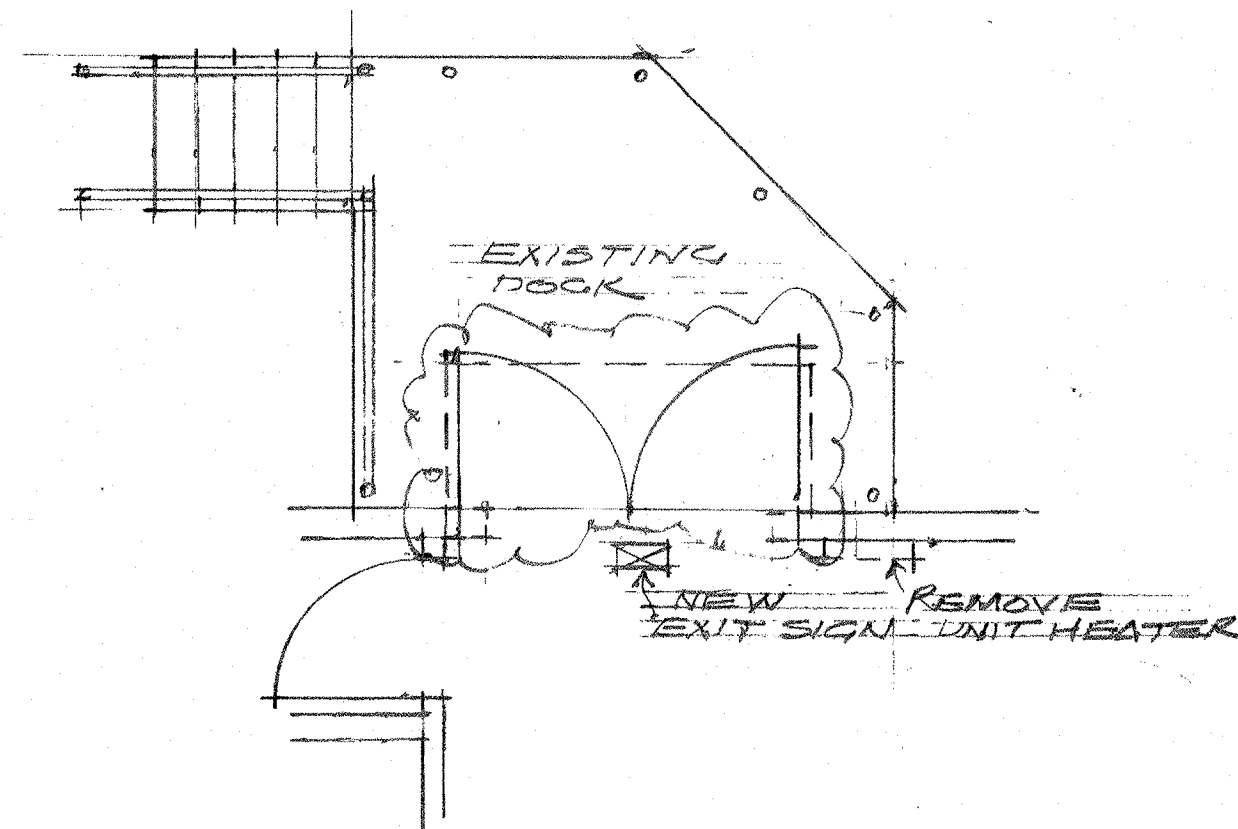
ACADEMY ART MUSEUM
106 SOUTH STREET
EASTON, MD 21601

Professional Certification:
I certify that these documents were prepared or approved by me, and that I am a duly licensed architect under the laws of the State of Maryland, license number 12413, expiration date 2/28/2020.

5 APRIL, 2019 CONSTRUCTION DOCUMENTS
PROJECT NUMBER: 1631.00

DEMOLITION PLAN - SECOND FLOOR

AD.101



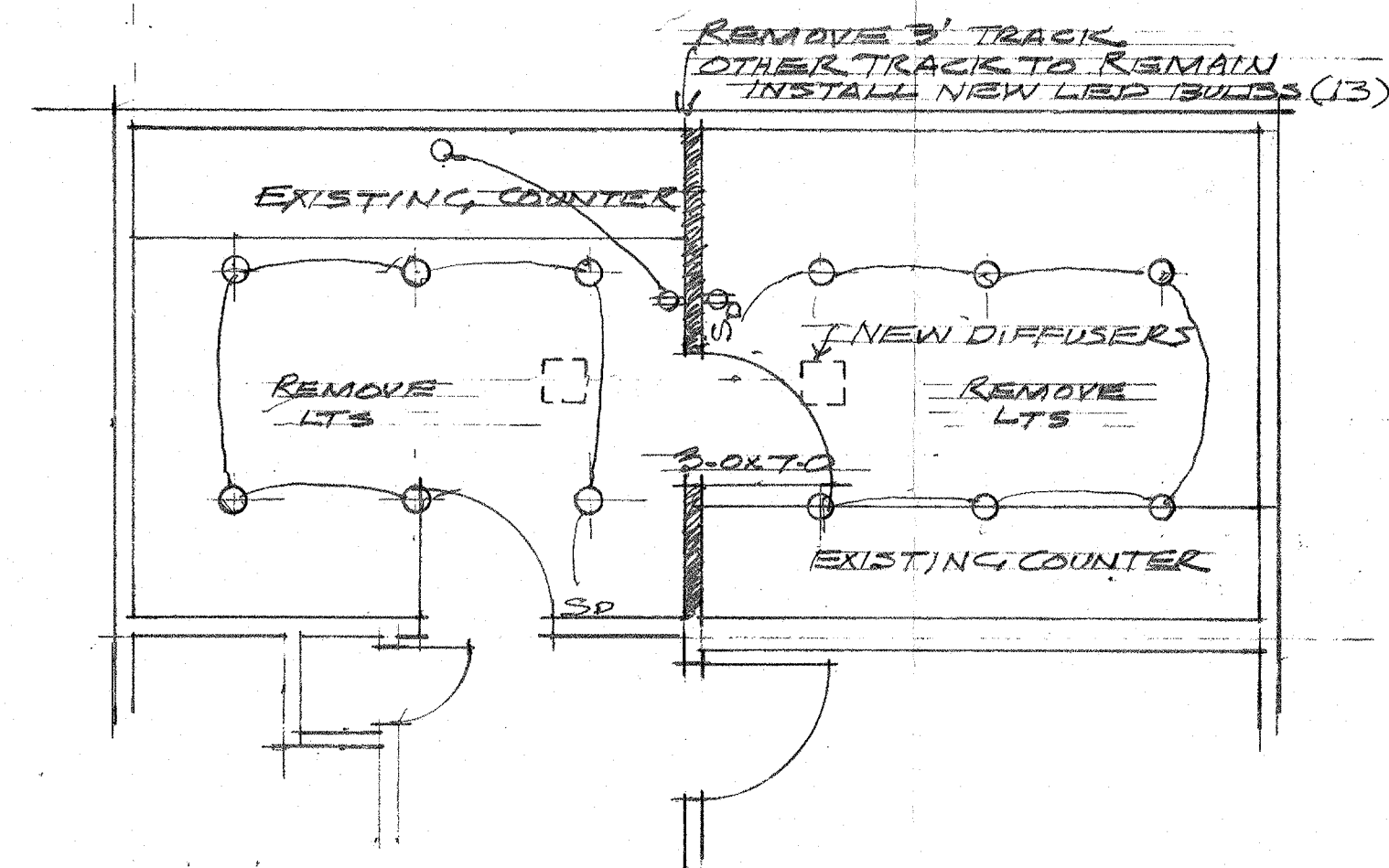
LOADING DOCK

FIRST FLOOR

1/4 = 1'-0"

NOTES

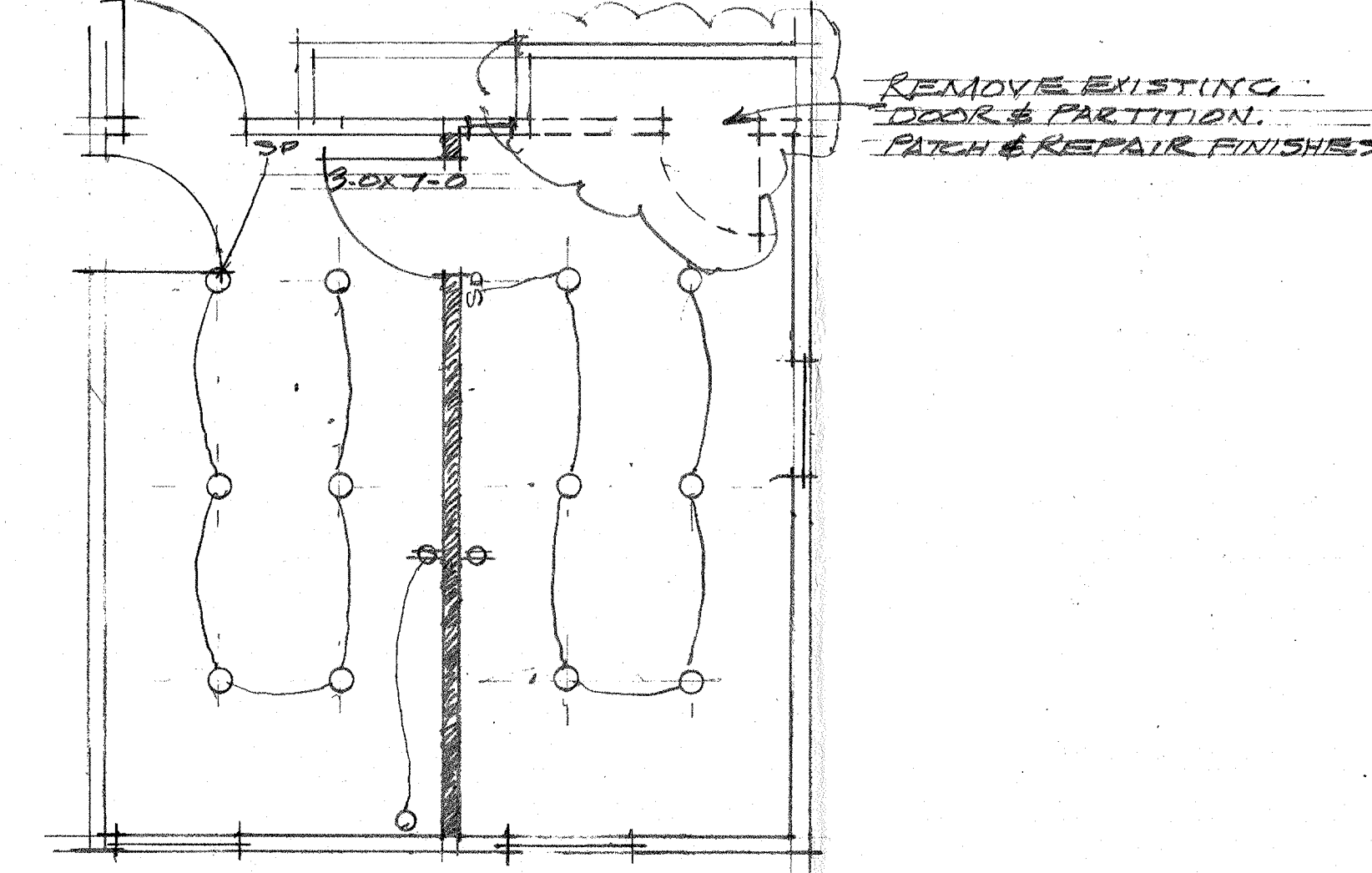
1. REMOVE EXISTING DOOR & FRAME
2. PROVIDE NEW PRG-688-0 HOLLOW METAL DOORS & FRAME
3. PROVIDE NEW LINTEL: (2) 2X12
- 4.
5. PRIME & PAINT 2 COATS ON NEW WORK
6. PATCH & REPAIR EXISTING FINISH AS REQUIRED BY INSTALLATION OF M.E. WORK



OFFICE

SECOND FLOOR

1/4 = 1'-0"



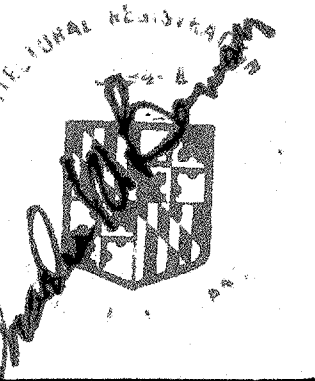
OFFICE

SECOND FLOOR

1/4 = 1'-0"

NOTES

1. PROVIDE NEW PARTITIONS AS INDICATED 2X4 STUDS 16" O.C. WITH 1/2" CNB BOTH SIDES
2. PROVIDE NEW DOORS & FRAMES TO MATCH EXISTING



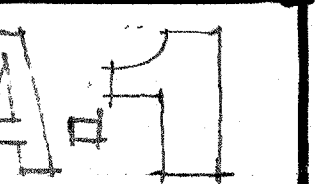
Charles W. Bowen, A.I.A.
Architect
513 Pine Bluff Road
Salisbury, Maryland 21801
410-749-6948

ALTERATIONS FOR THE ACADEMY ART MUSEUM
106 SOUTH STREET EASTON MD.

REVISED 7-25-24

CWB 2410

JULY 22, 2024







TOWN OF EASTON
PLANNING & ZONING
14 S Harrison Street, Easton MD 21601

Historic District Commission Staff Report

Meeting Date: 8/26/2024

Staff Contact: Nicholas Johnson, Planner, njohnson@eastonmd.gov

Property Address: 620 Goldsborough Street

Application Number: 2023-1274

Request: Parking Lot Surfacing

Executive Summary:

The applicant is seeking to re-surface the existing gravel parking lot with asphalt. The proposed level of disturbance is approximately 53,378 square feet.

Historic District Guidelines:

Guideline 12. Universal Guidance for Parking Lots

- a. Provide adequate lighting on all parking lots.
- b. Clearly mark entries and exits to the parking lots and provide directional signs at appropriate locations.

Guideline 13. New Parking Lots

- a. Locate new parking lots in the rear of existing buildings, so that they are not visible from a primary public right-of-way.
- b. Avoid adding new surface parking lots that front on major streets.
- c. **Provide a minimum 3-foot-wide landscape street front edge for all new parking lots, where possible. Landscaping should be 42 inches in height to screen automobiles from immediate view but allow visual access.**
- d. **Provide a low brick wall, fence or some other form of compatible screening to separate the sidewalk or street from parking lots where a 3-foot-wide landscaping buffer is not possible.**
- e. **Provide one approved tree planting for every 7.5 parking spaces with not more than 15 uninterrupted parking spaces in surface parking lots. Planting islands must contain a minimum of 64 square feet per tree with a minimum dimension of 6 feet per side.**
- f. Provide adequate hose bibs to ensure available water for landscape maintenance in all parking lots.

Recommended Conditions:



TOWN OF EASTON
PLANNING & ZONING
14 S Harrison Street, Easton MD 21601

1. The applicant shall obtain a grading permit from the Town's Engineering Department.
2. The applicant shall submit a landscaping plan for staff review prior to the issuance of a grading permit. The landscape plan shall incorporate at least a 3-foot-wide landscape buffer between the parking lot and Goldsborough Street or a low brick fence. Plantings must be a minimum of 42" high.
3. At least one native canopy tree shall be planted for every 7.5 parking spaces and there shall be no more than 15 uninterrupted parking spaces without a planting island. These planting islands must be at least 64 square feet in area and shall have a minimum width and depth of 6 feet.

Staff Recommendation:

Staff supports a Commission **approval** of this request with conditions regarding staff review of the proposed grading and the incorporation of landscape improvements. The Historic District Guidelines for new parking lots recommend landscape improvements to help screen large parking facilities from view. Furthermore, the Zoning Ordinance has landscape requirements for parking lots that mirror Historic District Guidelines 13a and 13e.

Draft Motions:

1. I move that the Historic District Commission **approve** the application with staff's recommended conditions.

OR

2. I move that the Historic District Commission deny the application based on the following findings...

OR

3. I move an alternate motion.

RECEIVED

AUG 14 2024

HD 24 - 94



TOWN OF EASTON

TOWN OF EASTON

PLANNING AND ZONING

14 SOUTH HARRISON STREET, EASTON, MD 21601

Application #: 2024 - 1274
Date Received: 08/14/2024
Fee Paid: \$75.00
HDC Meeting Date: 08/26/2024
Date Property Posted: 08/19/2024

HISTORIC DISTRICT COMMISSION HEARING APPLICATION

APPLICATION TYPE (PLEASE CIRCLE)

ROOFING DEMOLITION SIGNAGE FENCING OTHER
 NEW CONSTRUCTION/ADDITION EXTERIOR ALTERATIONS
 FOR TREE REMOVAL(S) - PLEASE USE THE TREE REMOVAL APPLICATION

PROPERTY INFORMATION

ADDRESS: 620 Goldsborough Street, Easton MD 21601
☐ Contributing ☒ Non-Contributing YEAR BUILT: NATIONAL REGISTAR #

PROPERTY INFORMATION

OWNER NAME: ANCHOR CHURCH
 TELEPHONE NO.: 410-822-3038 EMAIL: dave@anchoreaston.com

Applicant or Agent

NAME: David Finlay
 TELEPHONE NO.: 814-496-1605 EMAIL: dave@anchoreaston.com

Description of Proposal (include additional sheets, as necessary)

Apply 3.0 Inches of hot mix Asphalt to current parking lot. This is approximately 53,378 square feet.
Remove and dispose of all parking bumpers, regrade existing base / parking area.
Power roll entire new base surface area and power roll new asphalt mix.
Reline all parking spaces and handicapped spots.

Specific Requirements

- The payment of fees is due at the time of application submittal.
As of December 27, 2022, the fees are as follows:
Commercial - \$200 Residential - \$75 Signs - \$75 Staff Approval \$25
- Provide 2 hard copies plus 1 digital copy of the application and all supplemental information.
- Disclose any easements or deed restrictions pertaining to the property and any improvements including the details of said easements or restrictions.
- Disclose any tax credits and or grants being considered for the project.

The Historic District Commission (HDC) reserves the right to request reasonable additional information or design drawings that further clarify proposals. In cases where professional design services are warranted, the HDC may require the applicant to retain a licensed design consultant.
 If the applicant or their designee is not present for the scheduled meeting the Commission may elect to refrain from discussing and voting on the scheduled agenda item.
 Any modifications during review shall warrant an updated application.

I hereby certify that I have reviewed the Easton Historic District Guidelines as published

Signature of Applicant or Agent

Date

Printed Name of Applicant or Agent

8-14-24
David Finlay

Revised 4.4.2022

August 2024

I am writing on behalf of Anchor Church, located at 620 Goldsborough Street, Easton, Maryland, to request approval for asphaltting the surface of our current parking area. We have recently been awarded a grant from the Wesleyan Heritage Foundation through the Mid Shore Community Foundation, which will assist in funding this project.

The primary motivation behind this improvement is to enhance the safety and accessibility of our parking lot, particularly for our elderly and handicapped attendees. We have received numerous complaints regarding the difficulty of navigating the current gravel surface, especially for those using wheelchairs, scooters, or walkers. The existing surface can also pose a safety risk during inclement weather, such as rain or snow, due to its instability.

We believe that paving the parking area will significantly improve the mobility and safety of our senior and handicapped members, allowing them to participate more fully in our events and services.

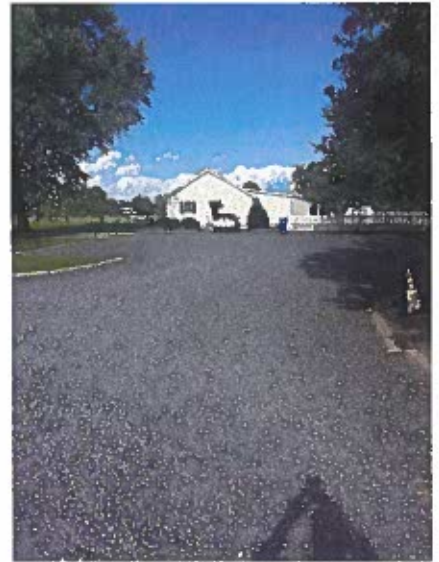
Additionally, our current drainage system is adequately equipped to handle rainfall at normal levels, even with the proposed improvements to the parking surface. This project will not only enhance the functionality of our facilities but will also provide an aesthetic upgrade to our property.

Anchor Church is privileged to host a variety of community events, organizations, and sports programs, and we believe this enhancement will benefit all who visit our property.

Thank you for considering our request. We appreciate your attention to this matter and look forward to your favorable response.

Sincerely,
Pastor David Finlay
Lead Pastor
Anchor Church

ANCHOR CHURCH PARKING LOT PICTURES



RECEIVED

JUL 18 2024



TOWN OF EASTON

TOWN OF EASTON

PLANNING AND ZONING

14 SOUTH HARRISON STREET, EASTON, MD 21601

Application #:	HD 24 - 87
Date Received:	07/18/2024
Fee Paid:	-
HDC Meeting Date:	08/26/2024
Date Property Posted:	-

HISTORIC DISTRICT COMMISSION HEARING APPLICATION

APPLICATION TYPE

(PLEASE CIRCLE)

ROOFING

DEMOLITION

SIGNAGE

FENCING

OTHER

NEW CONSTRUCTION/ADDITION

EXTERIOR ALTERATIONS

FOR TREE REMOVAL(S) - PLEASE USE THE TREE REMOVAL APPLICATION

PROPERTY INFORMATION

ADDRESS

22 S. HARRISON ST

☐ Contributing

☐ Non-Contributing

YEAR BUILT:

1900's

NATIONAL REGISTAR #

PROPERTY INFORMATION

OWNER NAME

EAST MORTS WEST HOLDINGS LLC / BO ORISTIAN

TELEPHONE NO.

443-262-6444

EMAIL

docsriverside@cs.com

Applicant or Agent

NAME

THOMAS BENSON - PANOLA GARDNER AIA LLC.

TELEPHONE NO.

410-820-7973

EMAIL

Tom@ppg313.com

Description of Proposal (include additional sheets, as necessary)

CONSTRUCT A NEW OUTDOOR PAVILION WITH KITCHEN, BAR AREA, LAVATORIES, AND DINING AREA - THE MAJORITY OF THIS STRUCTURE WILL BE OPEN AIR.

Specific Requirements

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Commercial - \$200 Residential - \$75 Signs - \$75 Staff Approval \$25
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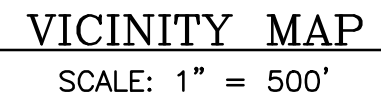
Signature of Applicant or Agent

Date

Printed Name of Applicant or Agent

7-18-24
THOMAS G. BENSON

Revised 4.4.2022



117 Bay St. Easton, MD 21601 (410) 822-8003
15 Washington St. Cambridge, MD 21613 (410) 221-0818
354 Pennsylvania Ave. Centreville, MD 21617 (410) 758-2095

SEAL

DATE March 31, 24

TOPOGRAPHIC SURVEY

OF THE LANDS OF

IN THE TOWN OF EASTON
TALBOT COUNTY

CLIENT REVIEW 03-01-24 BCE

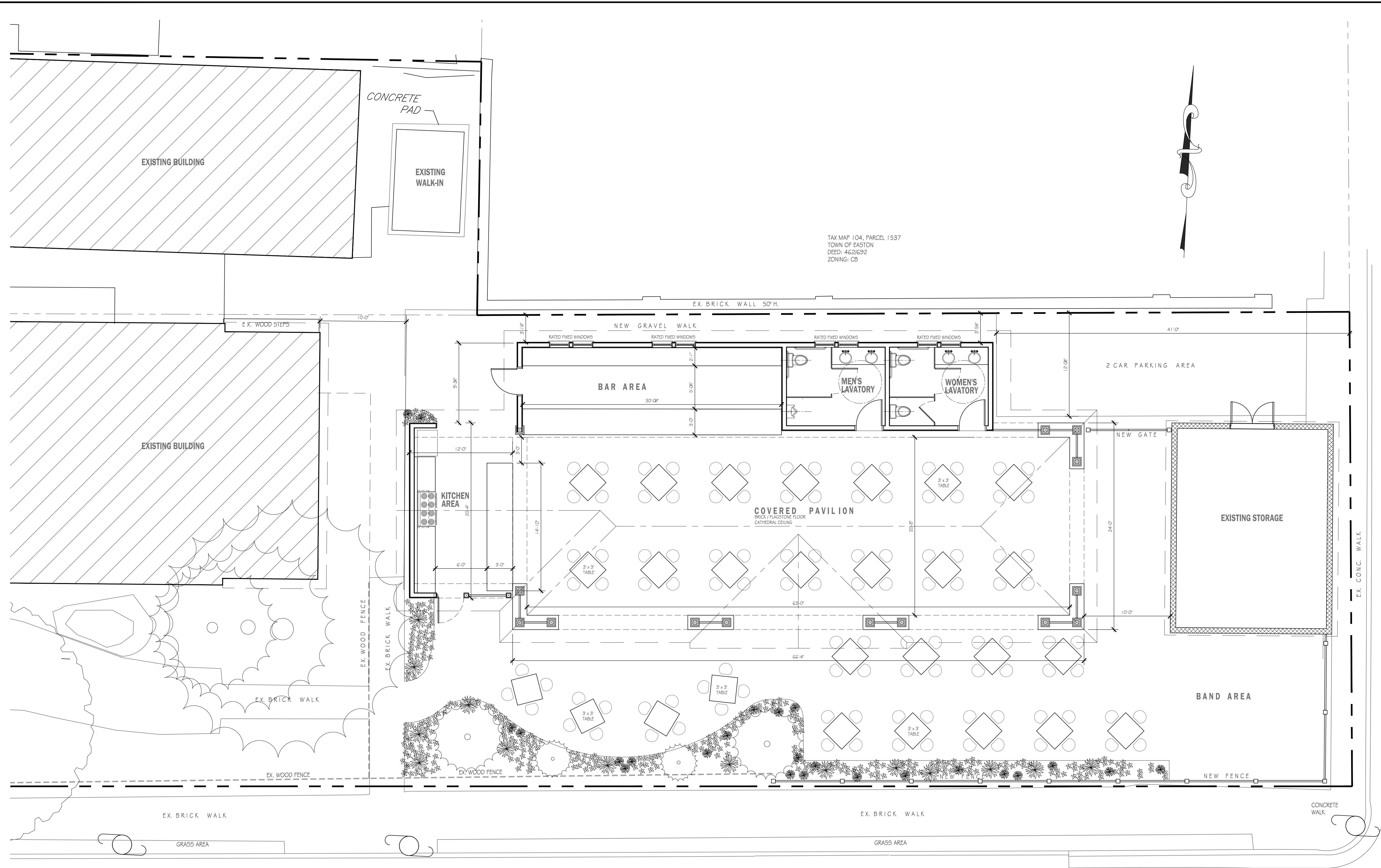
表 1.1 数据源	表 1.2 数据源

SCALE: AS NOTED	FILE No. B999
--------------------	---------------

10' 5' 0' 5' 10' 20'

SCALE IN FEET

NAD 83 (2011)
MD COORDINATE SYSTEM



TAX MAP 104, PARCEL 1537
TOWN OF EASTON
DEED: 462692
ZONING: CB

TALBOT LANE

30' WIDE PUBLIC ROAD RIGHT-OF-WAY

LEGAL ASSETS PAVILION

TOWN OF EASTON, MARYLAND

ARCHITECT:

PAMELA P. GARDNER, AIA, LLC
311 N. AURORA STREET
PO BOX 971 EASTON, MARYLAND 21601
410-820-7973

PROJECT: 2404
SCALE: 3/16" = 1'-0"

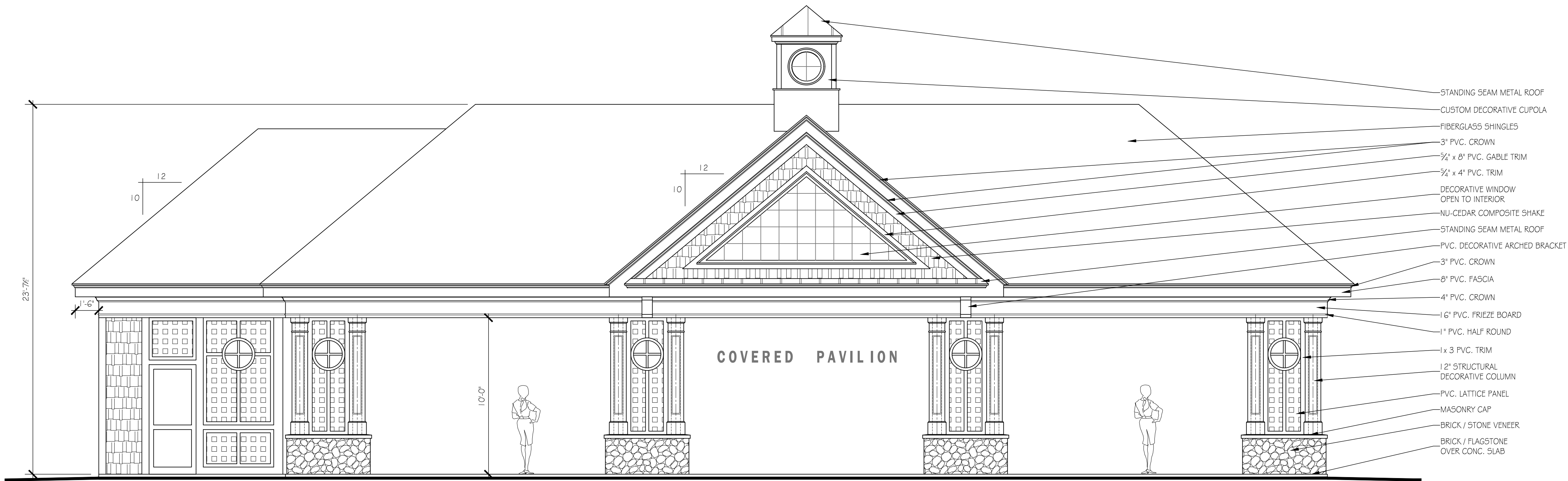
SITE PLAN
Proposed

REV-DATE:
DATE: 7-18-24
DRAWN BY: TGB
SHEET

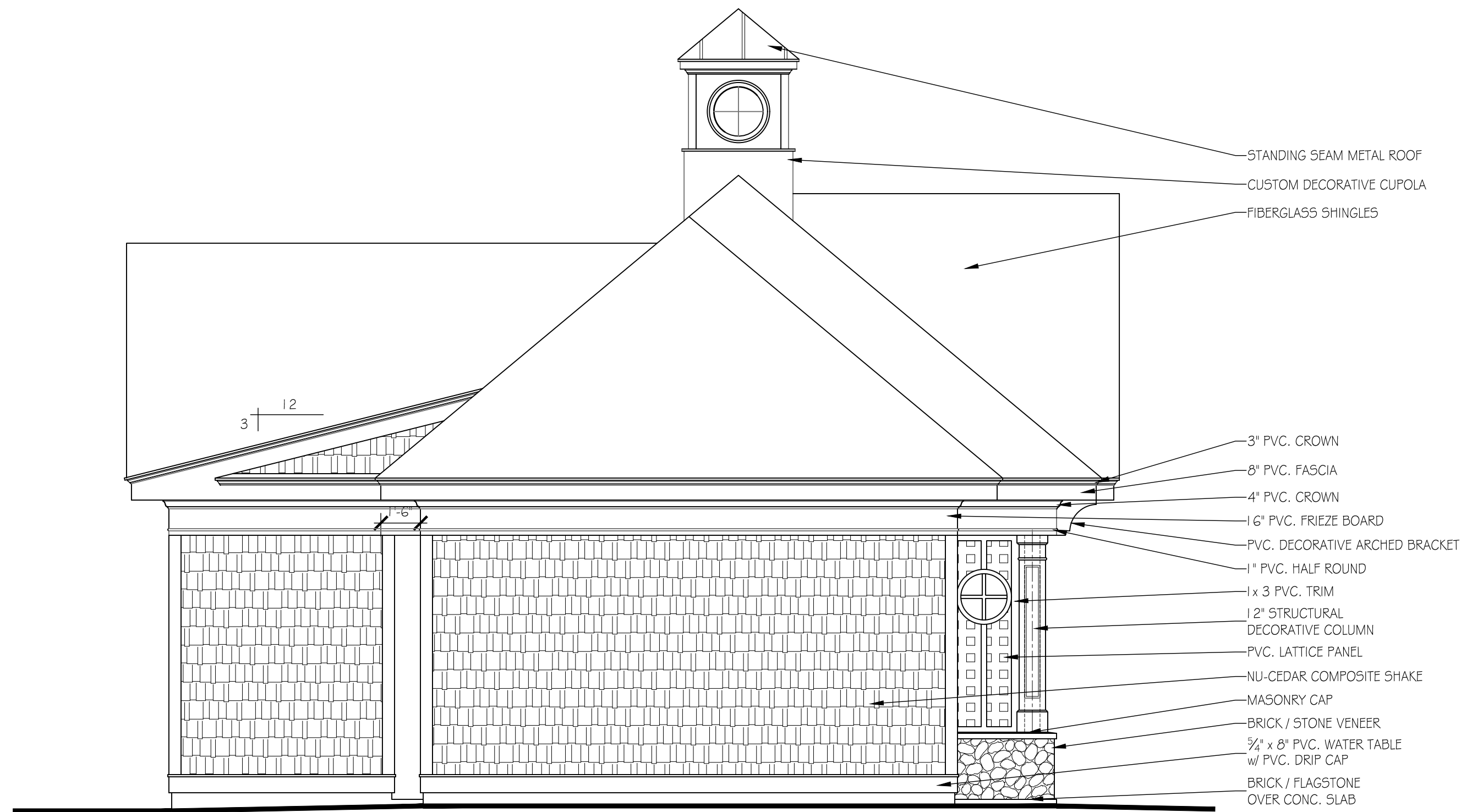
SP

DO NOT SCALE DRAWINGS: In the event that a dimension is inadvertently left off a drawing or the Contractor is unable to determine a dimension by a mathematical process, contact the Architect. Pamela P Gardner, AIA will not be held responsible for any assumptions arising from the scaling of a drawing by the Contractor.

PRELIMINARY



PAVILLION - South Elevation
SCALE : 1/4" = 1'-0"



PAVILLION - West Elevation
SCALE : 1/4" = 1'-0"

ARCHITECT:
PAMELA P. GARDNER, AIA, LLC
311 N. AURORA STREET
PO BOX 971 EASTON, MARYLAND 21601
410-820-7973

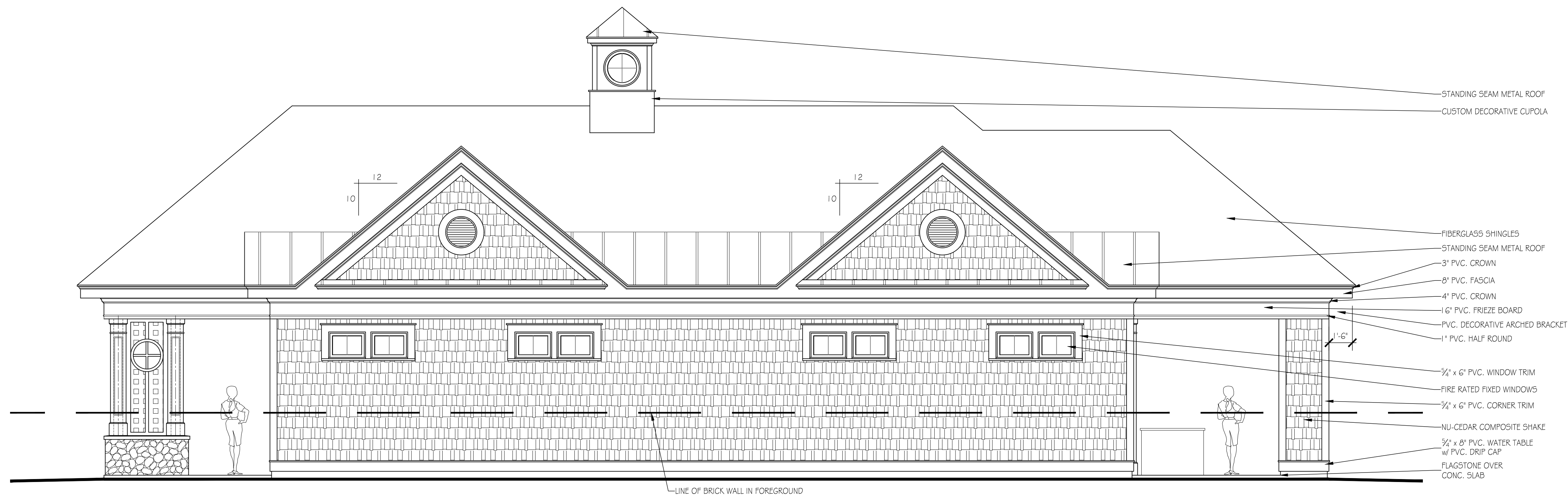
LEGAL ASSETS PAVILION
TOWN OF EASTON, MARYLAND

PROJECT: 2404
SCALE: 1/4" = 1'-0"
SOUTH & WEST
ELEVATIONS
Proposed

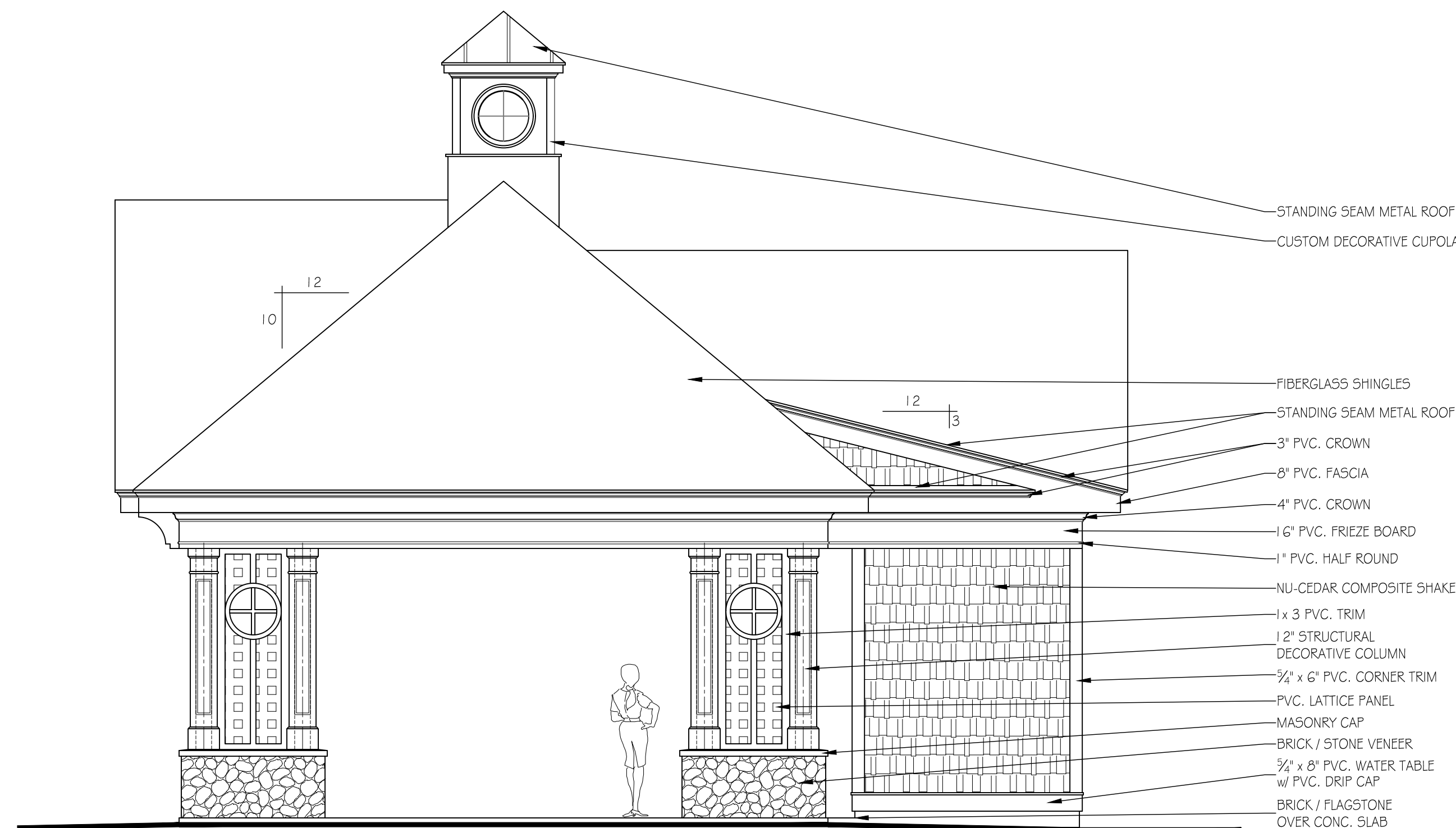
REV-DATE:
DATE: 7-18-24
DRAWN BY: TGB
SHEET

A-2

DO NOT SCALE DRAWINGS: In the event that a dimension is inadvertently left off a drawing or the Contractor is unable to determine a dimension by a mathematical process, contact the Architect. Pamela P Gardner, AIA will not be held responsible for any assumptions arising from the scaling of a drawing by the Contractor.



PAVILLION - North Elevation
SCALE : 1/4" = 1'-0"



PAVILLION - East Elevation
SCALE : 1/4" = 1'-0"

ARCHITECT:
PAMELA P. GARDNER, AIA, LLC
311 N. AURORA STREET
PO BOX 971 EASTON, MARYLAND 21601
410-820-7973

LEGAL ASSETS PAVILION

TOWN OF EASTON, MARYLAND

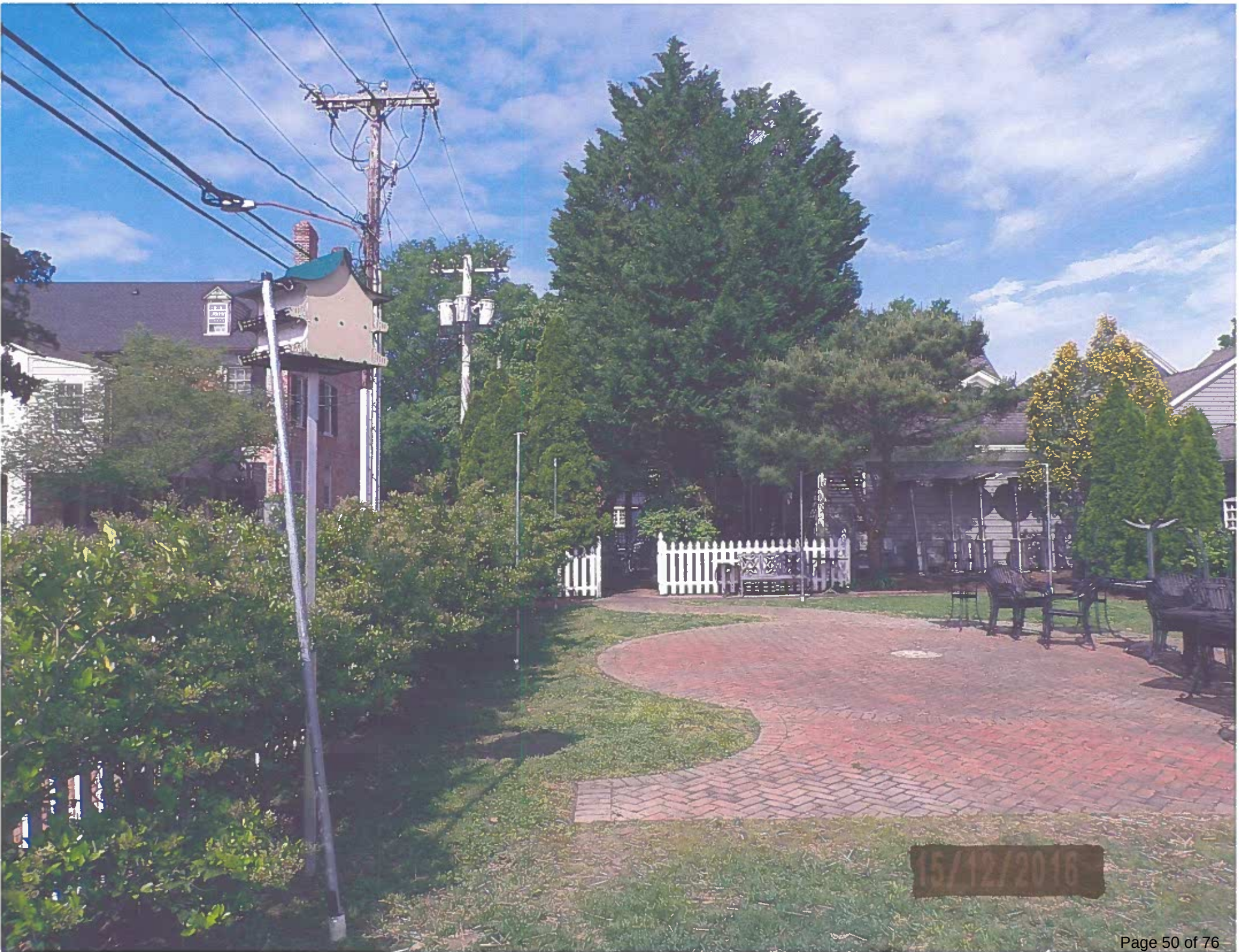
PROJECT: 2404
SCALE: 1/4" = 1'-0"
NORTH & EAST
ELEVATIONS
Proposed

REV-DATE:
DATE: 7-18-24
DRAWN BY: TGB
SHEET

A-3

DO NOT SCALE DRAWINGS: In the event that a dimension is inadvertently left off a drawing or the Contractor is unable to determine a dimension by a mathematical process, contact the Architect. Pamela P Gardner, AIA will not be held responsible for any assumptions arising from the scaling of a drawing by the Contractor.

PRELIMINARY







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

Monday, August 12, 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/Minutes)
[\(eastonmd.gov\)](https://www.eastonmd.gov/)

Attendance:

Commission Members:

Ernest Demby, Chairperson
Maria Brophy, Vice Chairperson
Kevin Bateman
Emily Carey
Dudley Greer
Michael Stuart

Staff:

Nicholas Johnson, Town Planner - Current

Absent:

Staff:

Miguel Salinas, Planning and Zoning Director
Samantha Smith, Administrative Specialist

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 August 12, 2024 Agenda Summary.
Commissioner Stuart seconded the motion.**

Vote	6 - 0
FOR:	6 - Demby, Brophy, Bateman, Carey, Greer, Stuart
AGAINST:	0
ABSTAIN:	0
ABSENT:	0

3. Old Business —

a. File No.: 2023 - 1087
Applicant: Deborah Patterson and Charles Freeman

Location: 45 Pennsylvania Avenue, Easton, MD 21601
Tax Map 0103, Grid 00EA, Parcel 1085
Zoning: CB

Request: The applicant is proposing to remove portions of the decorative wood trim from the structure. The applicant also indicated that they are seeking to replace the old cedar shake siding on the northern and southern façades with unpainted cedar shake, and to install K-Style gutters. This is a contributing structure to the Historic District, and is noted as having “a charming complex jigsaw cornice”.

Background: At their December 11, 2023 meeting, the Commission granted a Certificate of Appropriateness for the replacement of two existing doors on the eastern façade of the structure, and to replace the second story window with a double hung window; on the southern façade, approval was granted for the in-kind replacement of the cedar shake siding, and to remove the existing first and second story windows, and to move and replace an existing door. At their January 22, 2024 meeting, the Commission granted an approval for the replacement of eleven (11) windows with a combination of wood and fiberglass-clad wood two-over-two windows.

Historic District Guideline references:

- i. *Chapter 5. Secretary of the Interior’s Standards for the Rehabilitation of Historic Properties*
- ii. *Guideline 1. Preserve Significant Historic Features*
- iii. *Guideline 40. Details and Ornamentation*

Staff Presentation:

Nicholas Johnson, Town Planner - Current

Applicant Presentation:

Deborah Patterson

Charles Freeman

Public Comment — None

Public Comment Written — None

The applicant amended their application to include half-round gutters instead of K-Style; and to include a request to install a brick steps and sconce light fixtures to the front entrance.

Commissioner Greer moved to approve the amended application with the condition that: 1) the applicant shall submit a cut sheet of the sconce light fixtures and the half-round gutters for the Chairperson’s review; 2) the decorative trim shall be preserved on the large front facing dormer and the north alley facing façade; and 3)

half round gutters and downspouts shall be used. Commissioner Carey seconded the motion.

Vote	5 - 0 - 1
FOR:	5 - Demby, Bateman, Carey, Greer, Stuart
AGAINST:	1 - Brophy
ABSTAIN:	0
ABSENT:	0

4. New Business —

a. **File No.:** 2024 - 1251
Applicant: John Peeling
Location: 208 Goldsborough Street, Easton, MD 21601
Tax Map 0103, Grid 00EA, Parcel 1135
Zoning: R-7A

Request: The applicant is proposing to construct a two story rear addition and a three car garage. The applicant is also proposing to install a standing seam metal roof, alterations to the windows with wood and clad-wood on the western façade, replacement of the siding and wooden trim, and the addition of a door to the western façade. This is a contributing structure to the Historic District, and is listed on the Maryland Register of Historic Places.

Background Information: At their January 8, 2024 meeting, the Commission granted a Certificate of Appropriateness for an identical application to the proposed. At the time of the meeting, the applicant amended their application to reflect the second story window on the Thoroughgood street frontage as aluminum clad windows. The approval was conditioned upon the metal roof meeting all compliance requirements with Guideline 70e. for Roof Material. No subsequent building permits were obtained within six months of the COA's issuance; expiring on July 8, 2024.

Historic District Guideline references:

- i. Guideline 10. Preserve Historic Outbuildings
- ii. Guideline 44. Adding New Doors
- iii. Guideline 45. Screen, Storm, and Garage Doors
- iv. Guideline 67. New Rear Decks and Patios
- v. Guideline 68. Maintain Historic Roof Shape
- vi. Guideline 70. Roof Material
- vii. Guideline 73. Replace Historic Gutters and Downspouts In-Kind
- viii. Guideline 76. Preserve Historic Wood Siding
- ix. Guideline 77. Make Sensitive Replacements
- x. Guideline 89. Maintain Historic Windows
- xi. Guideline 90. Make Sensitive Replacements (Windows)

- xii. *Guideline 91. Shutters*
- xiii. *Guideline 100. Rear Additions (New Construction)*
- xiv. *Guideline 103. Materials (New Construction)*
- xv. *Guideline 106. Details and Ornamentation (New Construction)*

Staff Presentation:

Nicholas Johnson, Town Planner - Current

Applicant Presentation:

None

Public Comment — None

Public Comment Written — None

Commissioner Stuart moved to approve the application with the condition that the applicant shall submit a cut sheet for the proposed standing metal roof to staff that meets the specifications of Guideline 70e. for Roof Material. Vice Chairperson Brophy seconded the motion.

Vote	5 - 0 - 1
FOR:	5 - Demby, Brophy, Bateman, Greer, Stuart
AGAINST:	0
ABSTAIN:	1 - Carey
ABSENT:	0

b. File No.: 2024 - 1254
Applicant: TLLI, LLC
Location: 120 S. Hanson Street, Easton, MD 21601
Tax Map 0104, Grid 00EA, Parcel 1918
Zoning: R-7A

Request: The applicant is proposing to replace two (2) second story windows on the south facing façade of the structure with sliding egress windows made of Fibrex®. The applicant stated that the SDLs on the new windows will match the grid pattern on the existing windows and the color of the windows will be dark. This is a non contributing structure to the Historic District.

Background: This application first came before the Commission on June 28, 2021 with a request to replace the two (2) second story windows with Anderson 100 Series casement windows, and to fill the remaining space with vinyl siding. The request was unanimously tabled by the Commission pending the submission of a new window design that would fill the entire existing window opening, and with a request to use a wooden clad window instead of a vinyl product. The applicant returned to the Commission at their July 24, 2023 meeting with a nearly identical request to install two (2) casement style Anderson 100 Series windows. The application was also unanimously tabled.

At their November 27, 2023 meeting, the Commission granted a Certificate of Appropriateness to install a casement style window conditioned upon that the casement window shall be divided into three-panes with simulated divided light, with the remainder of the window opening to be filled with a single pane of glass and a window air conditioning unit.

Historic District Guideline references:

- i. *Guideline 3. Make Sensitive Replacements*
- ii. *Guideline 89. Maintain Historic Windows*
- iii. *Guideline 90. Make Sensitive Replacements*
- iv. *Appendix B.2. Common Substitute Materials (Windows)*

Staff Presentation:

Nicholas Johnson, Town Planner - Current

Applicant Presentation:

Laurence Claggett

Public Comment — None

Public Comment Written — None

Commissioner Stuart moved to approve the application as submitted with a request that the windows shall be simulated divided light. Commissioner Bateman seconded the motion.

<u>Vote</u>	<u>6 - 0</u>
FOR:	6 - Demby, Brophy, Bateman, Carey, Greer, Stuart
AGAINST:	0
ABSTAIN:	0
ABSENT:	0

- c. **File No.:** 2024 - 1255
- Applicant:** Town of Easton
- Location:** 305 South Street, Easton, MD 21601
Tax Map 0104, Grid 0000, Parcel 1589
- Zoning:** R-7A

Request: The applicant is proposing various renovations to the existing structure including the construction of a new foundation, new smooth fiber cement siding, wood windows, doors, and a new cedar shake roof on the original portion of the structure. The applicant is also proposing a new 22.5' x 16' one-story addition to the rear of the structure. This is a contributing structure to the Historic District.

Background: The rehabilitation of this property is part of the ongoing efforts of the Housing on the Hill Initiative to revitalize properties located within a historic four block area known as “the Hill”. At their January 24, 2022 meeting, the Commission granted approval for a similar application with the condition that: 1) the front porch may be cedar or standing seam with 1 ½” height and 16” between seams; 2) the existing house shall have a cedar roof; and 3) the proposed addition shall have a standing seam of 1 ½” height with 16” between seams.

Historic District Guideline references:

- i. *Guideline 1. Preserve Significant Historic Features*
- ii. *Guideline 2. Repair Rather than Replace*
- iii. *Guideline 3. Make Sensitive Replacements*
- iv. *Guideline 4. Restore Significant Historic Features*
- v. *Guideline 42. Make Sensitive Replacements (Doors)*
- vi. *Guideline 68. Maintain Historic Roof Shape*
- vii. *Guideline 70. Roof Material*
- viii. *Guideline 73. Replace Historic Gutters and Downspouts In-Kind*
- ix. *Guideline 77. Make Sensitive Replacements (Siding)*
- x. *Guideline 78. Substitute Materials for Siding*
- xi. *Guideline 79. Fiber Cement Siding*
- xii. *Guideline 82. General Guidelines for Utilities*
- xiii. *Guideline 90. Make Sensitive Replacements*
- xiv. *Guideline 100. Rear Additions*

Staff Presentation:

Nicholas Johnson, Town Planner - Current

Applicant Presentation:

Trevor Newcomb

Public Comment — None

Public Comment Written — None

Vice Chairperson Brophy moved to approve the application with the condition that: 1) the metal roof shall comply with Guidelines 68 and 70 of the Historic District Guidelines; 2) the front porch shall be brick; and 3) half-round gutters and round downspouts shall be used. Commissioner Bateman seconded the motion.

Vote	6 - 0
FOR:	6 - Demby, Brophy, Bateman, Carey, Greer, Stuart
AGAINST:	0
ABSTAIN:	0
ABSENT:	0

276 **5. Discussion Item —**
277

- 278 a. The Commission held an in depth discussion regarding an administrative approval
279 on the July 8, 2024 agenda for the temporary placement of a 4' x 8' panel sign at
280 521 August Street (*Application 2024 – 1245*). Given that the request complies
281 with §28-601.E.4.d of the Town of Easton Zoning Ordinance, and the Easton
282 Historic District Design Guidelines (*Chapter 2.5 Staff Approvals and Guideline*
283 *25. General Guidelines for Signage*), staff administratively approved the
284 application as submitted.

285
286 Considering the caliber of the signage, and the differing definition of a
287 “temporary” sign placement and its consistency to the guidelines of a historic
288 property, it was of the Commission’s opinion that the application should have
289 been formally heard before them. The Commission also noted an inconsistency in
290 its formal appearance on the July 8th agenda. The Commission continued in an
291 open dialogue on potential revisions to the language of the general guidelines for
292 signage in the Historic District Guidelines and the additional ongoing effort to
293 revise the current guidelines. Staff clarified the definition of temporary signage as
294 per the Town Code, and assured the Commission that they would improve
295 measures in their internal process to avoid lapses in the review and approval of
296 administrative reviews.

297
298
299 **6. Decision Summary Review —**
300

- 301 a. **Approval of the Draft Decision Summary from the July 8, 2024 meeting -**
302

303 **Vice Chairperson Brophy moved to approve the July 8, 2024 Decision Summary.**
304 **Commissioner Bateman seconded the motion.**
305

306 Vote 4 - 0 - 1 - 1
307 FOR: 4 - Demby, Brophy, Bateman, Stuart
308 AGAINST: 0
309 ABSTAIN: 1 - Carey
310 ABSENT: 1 - Greer
311

- 312 b. **Approval of the Draft Decision Summary from the July 22, 2024 meeting -**
313

314 **Vice Chairperson Brophy moved to approve the July 22, 2024 Decision**
315 **Summary. Commissioner Stuart seconded the motion.**
316

317 Vote 6 - 0
318 FOR: 6 - Demby, Brophy, Bateman, Carey, Greer, Stuart
319 AGAINST: 0
320 ABSTAIN: 0
321 ABSENT: 0

322
323
324 **7. Administrative Approval**
325

- 326 **a. File No.:** **2024 - 1238**
327 **Applicant:** **Naveed Khan**
328 **Location:** 37 S. West Street, Easton, MD 21601
329 Tax Map 0104, Grid 0000, Parcel 1428, Lot 14
330 **Zoning:** CB
331

332 **Request:** The applicant is requesting to install a 8” concrete pad next to the
333 front door in order to meet and comply with ADA requirements. This is a non
334 contributing structure to the Historic District.
335

336 Historic District Guideline references:

- 337 *i. Guideline 15. Preserve Historic Sidewalk and Curb Materials*
338

- 339 **b. File No.:** **2024 - 1256**
340 **Applicant:** **Town and Country Roofing**
341 **Location:** 116 Talbot Lane, Easton, MD 21601
342 Tax Map 0104, Grid 00EA, Parcel 1953
343 **Zoning:** R-7A
344

345 **Request:** The applicant is requesting to replace the existing asphalt shingle
346 roof in-kind. The existing trim, fascia, soffit, and gutters shall remain. This is a
347 contributing structure to the Historic District.
348

349 Historic District Guideline references:

- 350 *i. Guideline 68. Maintain Historic Roof Shape*
351 *ii. Guideline 70. Roof Material*
352

353
354 **8. Consent Docket — None**
355

356
357 **9. Adjournment —** Commissioner Bateman moved to adjourn. Vice Chairperson Brophy
358 seconded the motion. The meeting was adjourned at 7:44 p.m.



TOWN OF EASTON
PLANNING AND ZONING
14 SOUTH HARRISON STREET, EASTON, MD 21601

RECEIVED

AUG 14 2024

HD 24 - 95

Application #:	2024 - 1275
Date Received:	08/14/2024
Fee Paid:	\$25.00
HDC Meeting Date:	08/26/2024
Date Property Posted:	-

HISTORIC DISTRICT COMMISSION HEARING APPLICATION

APPLICATION TYPE (PLEASE CIRCLE)

ROOFING DEMOLITION SIGNAGE FENCING OTHER
NEW CONSTRUCTION/ADDITION EXTERIOR ALTERATIONS
FOR TREE REMOVAL(S) - PLEASE USE THE TREE REMOVAL APPLICATION

PROPERTY INFORMATION

ADDRESS 41 E. Dover St.
☐ Contributing ☐ Non-Contributing YEAR BUILT: _____ NATIONAL REGISTAR # _____

PROPERTY INFORMATION

OWNER NAME Douglas Walker
TELEPHONE NO. _____ EMAIL _____

Applicant or Agent

NAME Kathy Bosin
TELEPHONE NO. 314.497.4243 EMAIL kathybosin@gmail.com

Description of Proposal (include additional sheets, as necessary)

<u>temporary sandwich board sign</u>
<u>size 26" W x 46" W</u>
<u>yes, there is adequate clearance for pedestrians</u>

Specific Requirements

- The payment of fees is due at the time of application submittal.
As of December 27, 2022, the fees are as follows:
Commercial - \$200 Residential - \$75 Signs - \$75 Staff Approval \$25
- Provide 2 hard copies plus 1 digital copy of the application and all supplemental information.
- Disclose any easements or deed restrictions pertaining to the property and any improvements including the details of said easements or restrictions.
- Disclose any tax credits and or grants being considered for the project.

The Historic District Commission (HDC) reserves the right to request reasonable additional information or design drawings that further clarify proposals. In cases where professional design services are warranted, HDC may require the applicant to retain a licensed design consultant.
If the applicant or their designee is not present for the scheduled meeting the Commission may elect to refrain from discussing and voting on the scheduled agenda item.
Any modifications during review shall warrant an updated application.

I hereby certify that I have reviewed the Easton Historic District Guidelines as published

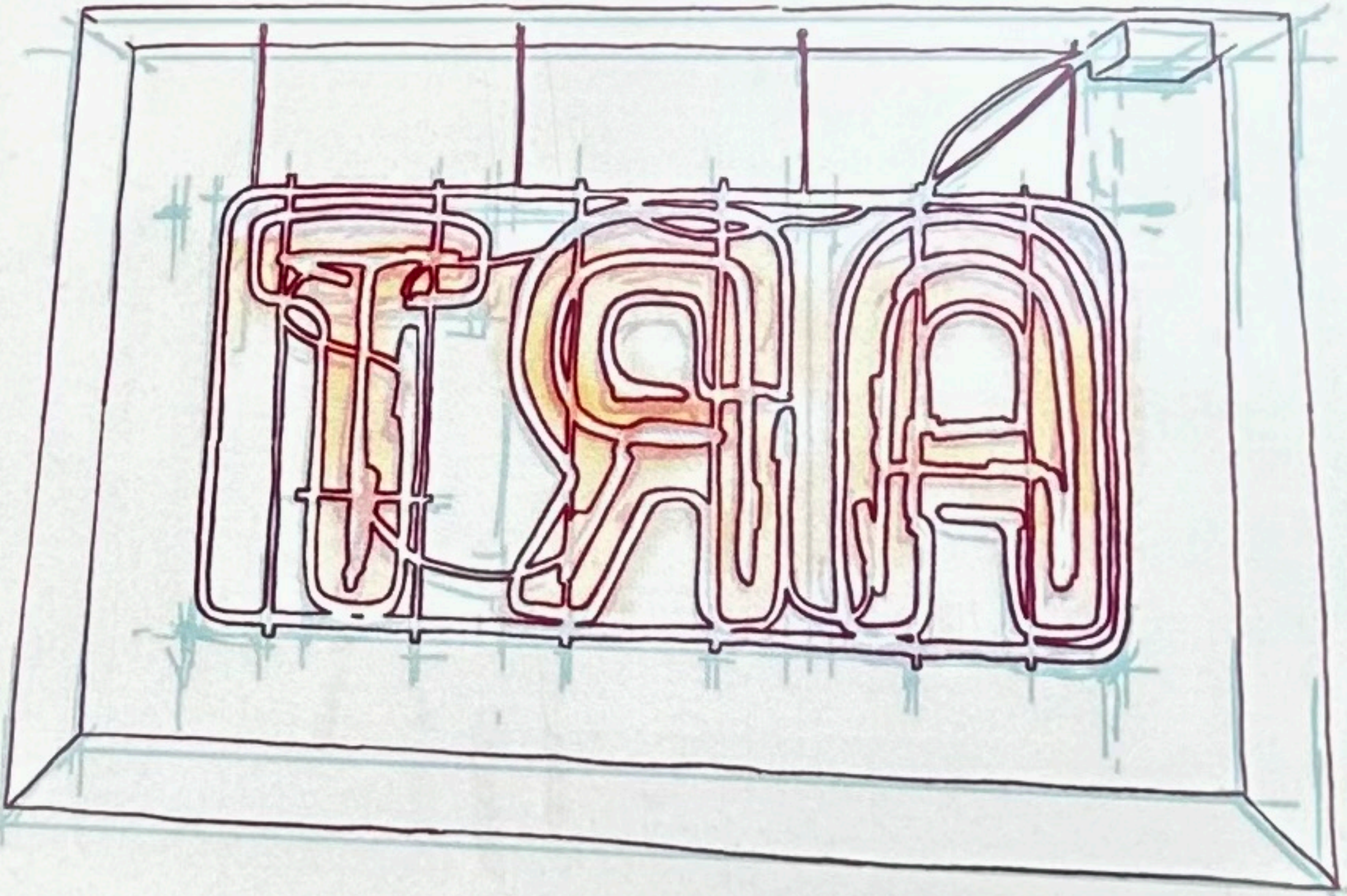
Signature of Applicant or Agent

Date

Printed Name of Applicant or Agent

<u>[Signature]</u>
<u>8.14.24</u>
<u>Kathy Bosin</u>

Revised 4.4.2022



29/50

Calvin

TALBOT ARTS RESIDENT ARTIST





Town of Easton
Planning and Zoning
14 S. Harrison Street Easton, MD 21601
410-822-1943
HISTORIC DISTRICT COMMISSION

ADMINISTRATIVE CERTIFICATE OF APPROPRIATENESS

Approval Date: August 15, 2024
Application Number: HD-24-1275
Location: 41 E Dover Street
Applicant: Kathy Bosin on behalf of the Dock Street Foundation
Request: Sandwich Board Sign

The applicant, Kathy Bosin, requested approval for a sandwich board sign at 222 & 224 N Aurora Street. The sign is 8.3 square feet in area and 46" tall. Given that the request complies with §28-601.E.4.d of the Town of Easton Zoning Ordinance and the Easton Historic District Design Guidelines, the application is **approved subject to the following condition:**

1. The sign must be located so as not to impede pedestrian traffic and must be removed during the business's closed hours.

Historic District Guideline references: 28

If the scope of work changes and or the materials and methods used are contrary to that understood by the application and any supplemental information provided, the work shall not continue until such time that the Commission is notified and said differences are considered and approved by the Commission.

"A Certificate of Appropriateness shall lapse upon the expiration of the corresponding Building Permit. For applications that require a building permit but for which none is issued, this Certificate of Appropriateness shall lapse six (6) months after issuance. In the event a building permit is not required, the Certificate of Appropriateness shall lapse six (6) months from its issuance if substantial work is not underway. For good cause shown, this period may be extended by the Commission".

Prior to start of work please contact the Building Inspection Department at 410 822 2525 to ensure all required building permits have been obtained. Also, please reach out to the Building Inspection department to ensure your project complies with the Town of Easton's building codes.

Nicholas Johnson
Representative, Historic District Commission

8/15/2024
Date



TOWN OF EASTON
PLANNING AND ZONING
14 SOUTH HARRISON STREET, EASTON, MD 21601

HD 24 - 97

Application #:	24-0001277
Date Received:	08/16/2024
Fee Paid:	\$25.00
HDC Meeting Date:	08/26/2024
Date Property Posted:	-

HISTORIC DISTRICT COMMISSION HEARING APPLICATION

APPLICATION TYPE (PLEASE CIRCLE)

ROOFING DEMOLITION SIGNAGE FENCING OTHER
NEW CONSTRUCTION/ADDITION EXTERIOR ALTERATIONS
FOR TREE REMOVAL(S) - PLEASE USE THE TREE REMOVAL APPLICATION

PROPERTY INFORMATION

ADDRESS 214 Holdborough St.
☐ Contributing ☐ Non-Contributing YEAR BUILT: _____ NATIONAL REGISTAR # _____

PROPERTY INFORMATION

OWNER NAME John Doolito
TELEPHONE NO. 410-820-7290 EMAIL BLSHNSHOUSE@BLSHNSHOUSE.COM

Applicant or Agent

NAME Dana E. Meintzer
TELEPHONE NO. 410-822-4235 EMAIL DMEINTZER@GRIFFITHILL.COM

Description of Proposal (include additional sheets, as necessary)

<u>Replace 30 year old ductless unit.</u>

Specific Requirements

- The payment of fees is due at the time of application submittal.
As of December 27, 2022, the fees are as follows:
Commercial - \$200 Residential - \$75 Signs - \$75 Staff Approval \$25
- Provide 2 hard copies plus 1 digital copy of the application and all supplemental information.
- Disclose any easements or deed restrictions pertaining to the property and any improvements including the details of said easements or restrictions.
- Disclose any tax credits and or grants being considered for the project.

The Historic District Commission (HDC) reserves the right to request reasonable additional information or design drawings that further clarify proposals. In cases where professional design services are warranted, HDC may require the applicant to retain a licensed design consultant.

If the applicant or their designee is not present for the scheduled meeting the Commission may elect to refrain from discussing and voting on the scheduled agenda item.

Any modifications during review shall warrant an updated application.

I hereby certify that I have reviewed the Easton Historic District Guidelines as published

Signature of Applicant or Agent

Date

Printed Name of Applicant or Agent

<u>Dana E. Meintzer</u>
<u>8/15/24</u>
<u>DANA E. MEINTZER</u>

Revised 4.4.2022



Historic District Commission Application Checklist

Revised December 2022

Please complete the section that applies to your application. If a checklist item is not included or is non-applicable, please provide information supporting its omission for the Commission's consideration.

Requirements:

The payment of fees is due at the time of application submittal. As of December, 2022, the fees are as follows:

Commercial - \$200, Residential - \$75, Signs - \$75, Staff Approval - \$25.

The application submitted shall include 2 copies plus 1 digital.

All Applications to Include:

- ☐ A narrative fully explaining the request
- ☒ Photographs of all existing conditions and that will be affected by the proposed project
- ☒ Description of all existing materials and a listing of all materials to be used for proposed project.
- ☒ Manufacturer cut-sheets and material specifications related to all proposed work.
- ☒ Any available and applicable historical photographs, sketches or other documentary evidence illustrating previous conditions and configurations of the building(s)

New Construction / Addition

- ☐ Dimensioned elevations drawn to an appropriate scale illustrating all sides of the proposed structure. Drawings shall include notations outlining roof pitches, trim details and the type of windows and doors to be used for the project
- ☐ Site plan drawn to an appropriate scale and including setbacks and neighboring structures. Site Plan should illustrate the footprint(s) of all proposed EXISTING AND PROPOSED construction.
- ☐ Construction schedule
- ☐ For new construction only, the Commission will require a three-dimensional rendering, superimposed photo, silhouette or model of the proposed structure, other structure(s) located on the subject property and neighboring structures when necessary to understand the visual impact of the new construction and its compliance with the Guidelines.

Renovations

- ☐ Elevations or photographs of the existing conditions
- ☐ Elevation of the proposed changes
- ☐ Cut sheet for all proposed materials – Be sure to include all of the following that apply and any other additional materials:
 - Windows
 - Doors
 - Trim, fascia, soffit, etc
 - Decking/ porch flooring materials
 - Roofing Materials, gutters

Windows

Restoration of existing windows is the Commissions first choice. However, the Commission recognizes it may not always be practical to replace windows. For contributing buildings the front façade and any other façade facing a primary right of way are required to be wood windows. Aluminum, or fiberglass clad wood windows may be approved by the Commission on side or rear façades of contributing buildings. For non-contributing buildings clad wood windows will be considered on all elevations. Note: National Register Buildings are held to the highest of standards.

- ☐ Photograph or scaled elevation of all elevations of the building with each window that is to be replaced clearly labeled.
- ☐ Manufacturers cut sheet for each window to be replaced. Clearly labeled where it will be installed on the building.
- ☐ Materials for the windows must be clearly identified on the cut sheet
- ☐ Please note if existing trim/shutters are to remain or if new are to be installed, please include list of all new materials and cut sheets.

Roofing

Note: National Register Buildings are held to the highest of standards.

- ☐ Photographs or scaled elevations showing the existing roofing material to be replaced.
- ☐ Manufacturers cut sheet for each type of roofing to be replaced. Clearly labeled where it will be installed on the building.
- ☐ Please note if existing trim, fascia, soffit, or gutters are to remain or if new are to be installed, please include list of all new materials and cut sheets.

Signs

- ☐ Dimensioned scale drawings of the sign. Identify all materials to be used, color(s), lettering (including size and font style) and wording
- ☐ Photograph depicting the proposed location for the signage
- ☐ Lighting detail
- ☐ Construction and or mounting details

Landscaping & Trees

- ☐ Landscape plan where existing and proposed landscape features to be installed/planted, removed and/or relocated are identified including the location and species of existing and new trees

Fence

- ☐ Application must Include:
 - A Site plan :
 - Drawn to scale
 - Show and label the location of new and any existing fence. (this can be completed on two separate site plans for clarity)
 - Include location of neighboring structures
 - Identify height of proposed fence, location of gates and other openings
 - If the height or style of fence changes based on location, this must be clearly identified.
 - Proposed fence style and material
 - Include photograph, manufacturer cut-sheet of the fence, or detailed sketch of proposed fence.
 - other relevant construction and or material detail

Demolition

The Historic District Commission (HDC) reserves the right to request a professional inspection of the structure(s). Said request may include evaluation by a historic preservation specialist.

- ☐ Elevations and photographic documentation of all elevations of the structure(s) to be demolished including footprint dimensions, height dimensions and a site plan illustrating location of the structure(s) to be demolished
- ☐ Structural Analysis by Structural Engineer or Licensed Architect
- ☐ For Economic Hardship please provide documentation. Reference Guideline 13.9
- ☐ Attach replacement plan

Other

- ☐ Attach all documentation supporting request

The Historic District Commission (HDC) reserves the right to request reasonable additional information or design drawings that further clarify proposals. In cases where professional design services are warranted, the HDC may require the applicant to retain a licensed design consultant.

If the applicant or their designee is not present for the scheduled HDC meeting, the Commission may elect to refrain from discussing and voting on the scheduled agenda item.

This checklist shall be submitted along with the completed Historic District Commission Application and all additional supporting information.

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electrify?

Comfort
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M-Series outdoor model

Multi-zone Heat Pump



MXZ

The MXZ-C Model offers a seven-system line-up to choose from, ranging between 20,000 and 60,000 BTU/H. All of them are compatible with specific M- and P-Series indoor units. A single outdoor unit can handle a wide range of building layouts.

\$10,000 in potential savings*

11758



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MXZ systems qualify for energy incentives from 4 providers in Massapequa, NY:

- \$ New York: Up to \$8,000
- \$ Federal Tax Credit: 30% of project cost (up to \$2,000)
- \$ PSEG Long Island - NY: \$1,500
- \$ PSEG Long Island - NY: \$250

[Request a quote](#)

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Dimensions

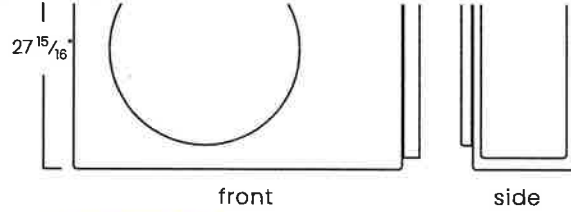
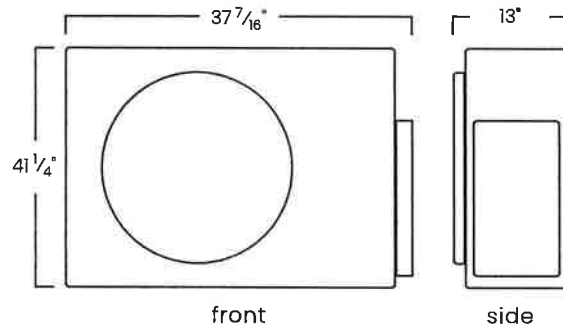
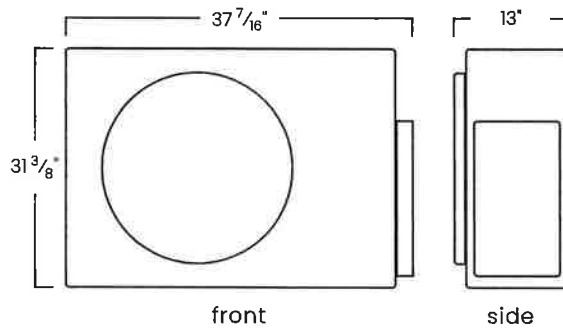
Specifications

Get a Tax Credit up to \$2,000



10,000 to 42,000 BTU/H

w as 56 dB(A)

**Warranty:** 12-year limited warranty**Must be installed by a Diamond Contractor for Multi-zone Heat Pump to qualify for 12-year warranty. [Learn more](#)**20,000 - 42,000 BTU/H capacity:****24,000 - 36,000 BTU/H capacity:**

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Town of Easton
Planning and Zoning
14 S. Harrison Street Easton, MD 21601
410-822-1943
HISTORIC DISTRICT COMMISSION

ADMINISTRATIVE CERTIFICATE OF APPROPRIATENESS

Approval Date: August 16, 2024
Application Number: HD-24-1277
Location: 214 Goldsborough Street
Applicant: Griffith Energy Services Inc.
Request: HVAC Installation

The applicant, Griffith Energy Services Inc., requested approval for improvements at 214 Goldsborough Street. The request is to replace an existing roof mounted HVAC unit. Given that the request complies with §28-601.E.4.d of the Town of Easton Zoning Ordinance and the Easton Historic District Design Guidelines, **the application is approved subject to the following conditions;**

- 1. Any new exterior line sets shall be painted to match the structure**
- 2. The unit shall be mounted in a way that does not damage the historic material.**

Historic District Guideline references: 48

If the scope of work changes and or the materials and methods used are contrary to that understood by the application and any supplemental information provided, the work shall not continue until such time that the Commission is notified and said differences are considered and approved by the Commission.

"A Certificate of Appropriateness shall lapse upon the expiration of the corresponding Building Permit. For applications that require a building permit but for which none is issued, this Certificate of Appropriateness shall lapse six (6) months after issuance. In the event a building permit is not required, the Certificate of Appropriateness shall lapse six (6) months from its issuance if substantial work is not underway. For good cause shown, this period may be extended by the Commission".

Prior to start of work please contact the Building Inspection Department at 410 822 2525 to ensure all required building permits have been obtained. Also, please reach out to the Building Inspection department to ensure your project complies with the Town of Easton's building codes.

Nicholas Johnson
Representative, Historic District Commission

8/16/2024
Date

RECEIVED

AUG 16 2024

HD 24 - 98



TOWN OF EASTON

TOWN OF EASTON

PLANNING AND ZONING

14 SOUTH HARRISON STREET, EASTON, MD 21601

Application #:	2024 - 1279
Date Received:	08/16/2024
Fee Paid:	\$25.00
HDC Meeting Date:	08/26/2024
Date Property Posted:	-

HISTORIC DISTRICT COMMISSION HEARING APPLICATION

APPLICATION TYPE
(PLEASE CIRCLE)

ROOFING

DEMOLITION

SIGNAGE

FENCING

OTHER

NEW CONSTRUCTION/ADDITION

EXTERIOR ALTERATIONS

FOR TREE REMOVAL(S) - PLEASE USE THE TREE REMOVAL APPLICATION

PROPERTY INFORMATION

ADDRESS

407 August St. Easton, MD 21401

☐ Contributing☐ Non-Contributing

YEAR BUILT:

1920

NATIONAL REGISTAR #

PROPERTY INFORMATION

OWNER NAME

Brian and Josepha Price

TELEPHONE NO.

(443) 362 0329

EMAIL

josephaprice01@gmail.com

Applicant or Agent

NAME

Jessica Young

TELEPHONE NO.

(667) 481 6822

EMAIL

foreveryoung36711@gmail.com

Description of Proposal (include additional sheets, as necessary)

Remove existing architectural asphalt shingles and replace with like kind IKO Cambridge Earthtone Cedar architectural asphalt shingles. Existing soffit and fascia will remain.

Specific Requirements

- The payment of fees is due at the time of application submittal.
As of December 27, 2022, the fees are as follows:
Commercial - \$200 Residential - \$75 Signs - \$75 Staff Approval \$25
- Provide 2 hard copies plus 1 digital copy of the application and all supplemental information.
- Disclose any easements or deed restrictions pertaining to the property and any improvements including the details of said easements or restrictions.
- Disclose any tax credits and or grants being considered for the project.

The Historic District Commission (HDC) reserves the right to request reasonable additional information or design drawings that further clarify proposals. In cases where professional design services are warranted, HDC may require the applicant to retain a licensed design consultant.
If the applicant or their designee is not present for the scheduled meeting the Commission may elect to refrain from discussing and voting on the scheduled agenda item.
Any modifications during review shall warrant an updated application.

I hereby certify that I have reviewed the Easton Historic District Guidelines as published

Signature of Applicant or Agent

Date

Printed Name of Applicant or Agent

Jessica M Young
8/16/2024
Jessica M Young

Revised 4.4.2022

From: Jessica Young mccracken711@gmail.com

Date: Aug 16, 2024 at 10:16:28 AM

To: Jessica Young mccracken711@gmail.com





Cambridge®

SPECIFICATIONS ¹	Limited Warranty ¹	Limited Lifetime ²	Dimensions (L x W)	40 7/8 in (1036 mm) x 13 3/4 in (345 mm)	STANDARDS ⁵	ASTM D3462
	Iron-Clad Protection ¹	10 Years (US only)	Exposure	5 7/8 in (149 mm)		ASTM D3018
	Limited Wind Warranty ¹	110 mph (177 km/h)	Coverage Per Bundle	33 1/3 ft ² (31 m ²)		ASTM D7158 – Class H
	Limited High Wind Warranty Upgrade ³	130 mph (210 km/h)	Shingles Per Square	60		ASTM D3161 – Class F
	Blue-Green Algae Resistant ¹	Yes				ASTM E108/JL 790 – Class A



IMPORTANT! To ensure complete satisfaction, please view several full-size shingles and an actual roof installation prior to final color selection as the shingle swatches and photography shown online, in our brochures and in our **ROOFViewer®** tool, may not accurately reflect shingle color and do not fully represent the entire color blend range, nor the impact of sunlight.

Note: Product and color availability may vary by region. Products with Miami Dade NOA, FBC product approval and Texas Department of Insurance listings are available. Please contact IKO for details. See Limited Warranty at IKO.com for complete terms, conditions, restrictions and application requirements. Shingles must be applied in accordance with application instructions and local building code requirements. ²High-wind application is required. ³Lifetime means the period of time commencing on the date of the completion of the installation of the shingles on the building, and continuing so long as the owner owns the building on which the shingles were installed. ⁴All values shown are approximate. ⁵Products are developed with reference to these standards. ⁶Available in select markets.

The information in this literature is subject to change without notice. We assume no responsibility for errors that may appear in this literature.



To find out more about Cambridge Architectural shingles or additional IKO products, please talk to an IKO sales representative, or contact IKO directly.

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Canada 1-855-IKO-ROOF (1-855-456-7663)

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Town of Easton
Planning and Zoning
14 S. Harrison Street Easton, MD 21601
410-822-1943
HISTORIC DISTRICT COMMISSION

ADMINISTRATIVE CERTIFICATE OF APPROPRIATENESS

Approval Date: August 22, 2024
Application Number: HD-24-1279
Location: 407 August Street
Applicant: Jessica Young
Request: In-Kind Asphalt Roof Replacement

The applicant, Jessica Young, requested approval to remove the existing architectural asphalt shingle roof and replace in-kind. The existing soffit and fascia will remain. Given that the request complies with §28-601.E.4.d of the Town of Easton Zoning Ordinance and the Easton Historic District Design Guidelines, the application is **approved as submitted**

Historic District Guideline references: 68, 70

If the scope of work changes and or the materials and methods used are contrary to that understood by the application and any supplemental information provided, the work shall not continue until such time that the Commission is notified and said differences are considered and approved by the Commission.

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Nicholas Johnson
Representative, Historic District Commission

8/22/2024
Date