



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

Monday, September 23, 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/Town%20of%20Easton%20Agenda%20and%20Minutes)
[eastonmd.gov](https://www.eastonmd.gov)

Attendance:

Commission Members:

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

Staff:

Miguel Salinas, Planning and Zoning Director
Nicholas Johnson, Town Planner - Current
Samantha Smith, Administrative Specialist
Tom Diem, Building Code Official
Sharon VanEmburch, Esq. Town Attorney

Absent:

Commission Members:

Emily Carey

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

2. Agenda Summary Review —

Vice Chairperson Brophy moved to approve the September 23, 2024 Agenda Summary. Commissioner Greer seconded the motion.

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

3. Old Business —

a. File No.: 2024 - 1251 / HD 24 - 86
Applicant: John Peeling
% Pam Gardner, AIA, LLC
Location: 208 Goldsborough Street, Easton, MD 21601

Tax Map 0103, Grid 00EA, Parcel 1135
Zoning: R-7A

Request: The Applicant is proposing revisions to a previously approved Certificate of Appropriateness including the addition of a window on the second floor of the east façade, the addition of a transom window above a door on the western façade, the removal of shutters on the second floor of the south façade, the addition of a standing seam overhang on the south façade, and an increase in the footprint of the garage addition. This is a contributing structure to the Historic District, and is listed on the Maryland Register of Historic Places.

Background: At their January 8, 2024 meeting, the Commission granted a COA for an identical application to what is currently proposed. No building permit was obtained within six months of the COA's issuance and subsequently expired on July 8, 2024. This application was then granted a Certificate of Appropriateness by the Commission at their August 12, 2024 meeting for the construction of a two-story rear addition and various exterior alterations conditional to the submittal of a cut sheet for the standing seam metal roof. Staff later identified significant discrepancies between what was approved by the Commission, and what was proposed in the building permit application.

Historic District Guideline references:

- i. *Guideline 1. Preserve Significant Historic Features*
- ii. *Guideline 3. Make Sensitive Replacements*
- iii. *Guideline 42. Make Sensitive Replacements (Doors)*
- iv. *Guideline 100. Rear Additions*
- v. *Guideline 103. Materials*
- vi. *Guideline 126. Arrangement (Windows)*

Staff Presentation:

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

Applicant Presentation:

Pam Gardner, AIA

Public Comment — None

Public Comment Written — None

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

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

ABSTAIN: 0
ABSENT: 2 - Carey, Stuart

b. File No.: 2024 - 1274 / HD 24 - 904

Applicant: Anchor Church

Location: 620 Goldsborough Street, Easton, MD 21601

Tax Map 0103, Grid 00EA, Parcel 0956

Zoning: R-7A

Request: The Applicant is proposing to resurface the existing gravel parking lot with asphalt. The proposed level of disturbance is approximately 53,378 square feet. This is a contributing structure to the Historic District.

Background: This application first appeared before the Commission at their August 26, 2024 meeting. The request was subsequently tabled pending the submission of a landscape plan that incorporates a 3' wide landscape buffer along the Goldsborough Street frontage, and a request for the Applicant to seek comments from the Town's Engineering Department to determine if stormwater management improvements are required. The Engineering Department has since determined that the proposal does not create disturbance or any additional impervious surface than what currently exists on site. A supplemental narrative was provided by the Applicant detailing why a landscaping plan was not incorporated into their resubmission.

Historic District Guideline references:

i. *Guideline 12. Universal Guidance for Parking Lots*

ii. *Guideline 13. New Parking Lots*

Staff Presentation:

Miguel Salinas, Planning and Zoning Director

Nicholas Johnson, Town Planner - Current

Applicant Presentation:

Pastor David Finlay

Public Comment — None

Public Comment Written — None

Commissioner Bateman moved to approve the application as submitted, with the finding that all prior conditions from the August 26, 2024 Historic District meeting have been satisfied by the Applicant. Commissioner Greer seconded the motion.

Vote 4 - 0 - 2

FOR: 4 - Demby, Brophy, Bateman, Greer

AGAINST: 0

ABSTAIN: 0

145 ABSENT: 2 - Carey, Stuart

146
147 c. **File No.:** 2024 - 1214 / HD 24 - 64

148 **Applicant:** Linda Redmond

149 **Location:** 410 August Street, Easton, MD 21601

150 Tax Map 0104, Grid 00EA, Parcel 1067

151 **Zoning:** R-7A

152
153 **Request:** The Applicant is proposing to replace the existing siding with new
154 smooth fiber cement lap style siding, and to install a total of six (6) fiberglass-clad
155 wood windows. A rear vinyl window will also be replaced with a vinyl-clad
156 French style door. Two (2) HVAC units will also be installed on the west side of
157 the structure to be screened from view using plantings. This is a contributing
158 structure to the Historic District.

159
160 **Background:** At their September 9, 2024 meeting, the Commission unanimously
161 tabled this application subject to the conduction of a site visit to determine the
162 condition of the existing siding. Subsequent to the site visit, the Commission
163 observed that a significant portion of the existing wood siding on the entirety of
164 the structure was heavily deteriorating and beyond a state of repair. In the
165 duration of the September 23, 2024 meeting, the Commission indicated based on
166 these findings that fiber cement lap siding may be an appropriate long term
167 replacement material that matches the profile and dimensions of the existing
168 siding in this circumstance.

169
170 **Outstanding Issues:** There is an outstanding Code Enforcement case (Case #24-
171 0353) regarding a violation of the Town's maintenance code (IPMC 304.2
172 Protective Treatment). Notice was sent to the property owner on March 1, 2024
173 directing the property owner to "scrape and paint all the peeling paint surfaces on
174 the exterior of the single-family dwelling."

175
176 Historic District Guideline references:

- 177 i. *Secretary of the Interior's Standards for Rehabilitation*
- 178 ii. *Guideline 1. Preserve Significant Historic Features*
- 179 iii. *Guideline 2. Repair Rather than Replace*
- 180 iv. *Guideline 3. Make Sensitive Replacements*
- 181 v. *Guideline 44. Adding New Doors*
- 182 vi. *Guideline 48. HVAC*
- 183 vii. *Guideline 76. Preserve Historic Wood Siding*
- 184 viii. *Guideline 77. Make Sensitive Replacements (Siding)*
- 185 ix. *Guideline 78. Substitute Materials for Siding*
- 186 x. *Guideline 79. Fiber Cement Siding*
- 187 xi. *Guideline 90. Make Sensitive Replacements (Windows)*
- 188 xii. *Appendix B.2. Common Substitute Materials (Siding)*
- 189 xiii. *Appendix B.2. Common Substitute Materials (Windows)*

Staff Presentation:

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

Applicant Presentation:

Linda Redmond

Public Comment — None

Public Comment Written — None

The Applicant amended their application to remove the proposed front gable window from the application.

Commissioner Bateman moved to approve the amended application subject to the following conditions: 1) the replacement fiber cement siding shall have a 4” reveal; 2) the siding joints and seams shall be lapped toward the rear of the building, and joints must be staggered randomly to avoid a “stair step” appearance; 3) there shall be no siding joints in areas with spans of less than 12 feet; and 4) the HVAC units shall be screened from view on August Street using plantings. Commissioner Stuart seconded the motion.

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

4. New Business —

a. File No.: 2024 - 1289 / HD 24 - 103
Applicant: Shoregate of Cannery Commercial LLC
Location: 501 Goldsborough Street, Easton, MD 21601
Tax Map 0103, Grid 00EA, Parcel 0752
Zoning: R-7A

Request: The Applicant is requesting to remove the existing wooden picket fence (approximately 75 feet) along the East Avenue frontage of the property. The primary structure on this property is considered a contributing structure to the Historic District.

Historic District Guideline references:

i. Guideline 14. Perimeter Walls and Fences

Staff Presentation:

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

Applicant Presentation:

Justin Nonemaker, Shoregate of Cannery Commercial LLC

Public Comment — None

Public Comment Written — None

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

Vote	5 - 0 - 1
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FOR:	5 - Demby, Brophy, Bateman, Greer, Stuart
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AGAINST:	0
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ABSTAIN:	0
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ABSENT:	1 - Carey
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b. File No.: 2024 - 1286 / HD 24 - 101

Applicant: Catherine Cripps

Location: 506 Goldsborough Street, Easton, MD 21601
Tax Map 0103, Grid 0000, Parcel 1036

Zoning: R-7A

Request: The Applicant is proposing to replace in-kind the existing wooden privacy fence (approximately 42 feet) along the western property line. The primary structure on this property is considered a contributing structure to the Historic District.

Historic District Guideline references:

i. Guideline 14. Perimeter Walls and Fences

Staff Presentation:

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

Applicant Presentation:

None

Public Comment — None

Public Comment Written — None

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

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

5. Discussion Item — None

6. Education and Training —

- a. Training requirements for public entities subject to the Maryland Open Meetings Act — For educational purposes, Sharon VanEmburch, *Esq.* was present to guide the Commissioners with a fundamental overview of the Maryland Open Meetings Act. A statute adopted by the Maryland General Assembly, the Act requires each public body to designate one member, officer, or employee to complete an open meetings training through any of the State’s recognized courses. As per the Maryland Open Meetings Act Manual (11th Ed.) (October 2023), the Maryland Open Meetings Act is defined as a statute that requires State and local public bodies to hold their meetings in public, to provide the public adequate notice of those meetings, and to allow the public to inspect meeting minutes. The Act is applicable when a quorum of the members from a public body convenes to discuss public business. Mrs. VanEmburch explained the Act’s specific applicability to the Historic District Commission, and emphasized the importance of all deliberation of the Commission to be conducted in a public forum. This ensures that all Decisions are captured and upheld as part of the public record, and protects the public’s ability to fairly observe and/or participate in public meetings. Mrs. VanEmburch highlighted the risks of discussing applications in a quorum through email and texts - noting that the Commission is also subject to disclosures within the Public Information Act; and the risk of “rolling” votes.

7. Decision Summary Review —

Vice Chairperson Brophy moved to approve the September 9, 2024 Decision Summary. Commissioner Bateman seconded the motion.

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

328 **8. Administrative Approval**

330 **a. File No.: 2024 - 1288 / HD 24 - 102**

331 **Applicant: Naveed Khan**

332 **Location:** 103 Port Street, Easton, MD 21601
333 Tax Map 0104, Grid 0000, Parcel 1469

334 **Zoning:** CB

335
336 **Request:** The applicant is requesting to remove and replace the existing
337 asphalt shingle roof in-kind. The existing trim, fascia, soffit and gutters shall
338 remain. This is a contributing structure to the Historic District.

339
340 Historic District Guideline references:

- 341 *i. Guideline 68. Maintain Historic Roof Shape*
342 *ii. Guideline 70. Roof Material*
343

344 **b. File No.: 2024 - 1290 / HD 24 - 104**

345 **Applicant: Chris J. Jordan Exteriors LLC**

346 **Location:** 7 N. Aurora Street, Easton, MD 21601
347 Tax Map 0104, Parcel 1159, Lot 7

348 **Zoning:** CB

349
350 **Request:** The applicant is requesting to remove and replace the existing
351 asphalt shingle roof in-kind. The existing trim, fascia, soffit and gutters shall
352 remain. This is a non contributing structure to the Historic District.

353
354 Historic District Guideline references:

- 355 *i. Guideline 68. Maintain Historic Roof Shape*
356 *ii. Guideline 70. Roof Material*
357

358 **c. File No.: 2024 - 1294 / HD 24 -108**

359 **Applicant: Ryan Groll**

360 **Location:** 22 N. Harrison Street, Easton, MD 21601
361 Tax Map 0103, Grid 00EA, Parcel 1146

362 **Zoning:** CB

363
364 **Request:** The applicant is requesting to remove and replace the existing
365 asphalt shingle roof in-kind. The existing fascia, soffit and gutters shall remain.
366 Any trim that is to be replaced shall be replacing in-kind; using the same material
367 and replicating the form, profile and dimensions of the existing trim. This is a
368 contributing structure to the Historic District.

369
370 Historic District Guideline references:

- 371 *i. Guideline 68. Maintain Historic Roof Shape*
372 *ii. Guideline 70. Roof Material*

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9. Consent Docket — None

10. Adjournment — Commissioner Bateman moved to adjourn. Vice Chairperson Brophy seconded the motion. The meeting was adjourned at 7:22 p.m.