



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

Monday, December 9, 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)
 [\(eastonmd.gov\)](https://www.eastonmd.gov)

Attendance:

Commission Members:

Ernest Demby, Chairperson

Kevin Bateman

Emily Carey

Dudley Greer

Absent:

Commission Members:

Maria Brophy, Vice Chairperson

Michael Stuart

Staff:

Miguel Salinas, Planning and Zoning Director

Nicholas Johnson AICP - Town Planner

(Current)

Samantha Smith, Administrative Specialist

Tom Diem, Building Code Official

Susan Filbird, Code Enforcement Officer

1. Call to Order — Chairperson Demby called the meeting to order at 6:03 p.m.

2. Agenda Summary Review —

Commissioner Greer moved to approve the December 9, 2024 Agenda Summary.

Commissioner Carey seconded the motion.

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

3. Old Business —

a. File No.: 2024 - 007 / HD 24 - 05

Applicant: Chesapeake Community Development LLC

Location: 521 August Street, Easton, MD 21601

Tax Map 0103, Grid 00EA, Parcel 1039
Zoning: CB

Request: The Applicant is seeking an extension to a Certificate of Appropriateness (COA) issued on January 22, 2024. The Certificate of Appropriateness lapsed on July 22, 2024 as no building permit was obtained within six (6) months of issuance.

Background: The original scope of work included the construction of a two-story mansion apartment on the corner of Park Street, August Street, and Powells Alley; and the removal of healthy trees within the Historic District. The proposed structure is approximately 3,330 square feet, with a height of 236 feet. At their January 22, 2024 meeting, the application was approved by the Historic District Commission via a 5-0 vote subject to the following conditions:

1. All trash and recycling receptacles shall be screened on three sides; and
2. Minor revisions to the proposed site and structure that are consistent with the Historic District Guidelines may be administratively approved by staff after consultation with the Chair of the Commission.

At their May 16, 2024 meeting, the Town of Easton Planning Commission granted Sketch Site Plan approval (*Application 2024 - 1178*) via a 4-0 vote for the development of the two-story mansion apartment with associated site improvements.

Historic District Guideline references:

- i. *Guideline 94. Style*
- ii. *Guideline 95. Siting*
- iii. *Guideline 96. Orientation, Alignment, and Setback*
- iv. *Guideline 97. Form, Massing, Height, and Scale*
- v. *Guideline 103. Materials*
- vi. *Guideline 105. Exterior color*
- vii. *Guideline 106. Details and Ornamentation*
- viii. *Guideline 107. Placement*
- ix. *Guideline 109. Energy and Sustainability*
- x. *Guideline 110. Exterior Lighting*
- xi. *Guideline 112. Proportion*
- xii. *Guideline 115. Roof Form*
- xiii. *Guideline 116. Roof Material*
- xiv. *Guideline 117. Gutters and Downspouts*
- xv. *Guideline 121. General Guidelines for Utilities for New Construction*
- xvi. *Guideline 122. Trash and Refuse Containers*
- xvii. *Guideline 123. Mechanical Equipment*
- xviii. *Guideline 126. Arrangement*
- xix. *Guideline 127. Window Type*

Staff Presentation:

Miguel Salinas, Planning and Zoning Director

Nicholas Johnson, Town Planner - Current

Tom Diem, Building Code Official

Applicant Presentation:

Virginia Richardson, RAUCH Inc.

Public Comment:

Ian Williams, 517 August Street

Public Comment Written — None

In the absence of a quorum of members who were present for the January 22, 2024 Historic District Commission meeting, the application was tabled to a subsequent Historic District meeting.

4. New Business —

a. File No.: 2024 - 1347 / HD 24 - 135

Applicant: Callahan Signs

Location: 35 E. Dover Street, Easton, MD 21601

Tax Map 0103, Grid 00EA, Parcel 1196

Zoning: CB

Request: The Applicant is proposing minor exterior alterations to the existing hanging sign at 35 E. Dover Street. A small portion at the bottom of the existing sign will be removed, and the remaining area will be re-faced with a 60” by 48” composite panel. The structure to which the hanging sign is attached is a contributing structure to the Historic District.

Historic District Guideline references:

i. Guideline 25. General Guidelines for Signage

ii. Guideline 31. Hanging and Bracket Signs

Staff Presentation:

Miguel Salinas, Planning and Zoning Director

Nicholas Johnson, Town Planner - Current

Applicant Presentation:

John Callahan, Callahan Signs

Public Comment — None

Public Comment Written — None

146 **The Applicant clarified that the sign will not be internally illuminated.**

147
148 **Commissioner Greer moved to approve the amended application as submitted.**
149 **Commissioner Carey seconded the motion.**

150
151 Vote 4 - 0 -2
152 FOR: 4 - Demby, Bateman, Carey, Greer
153 AGAINST: 0
154 ABSTAIN: 0
155 ABSENT: 2 - Brophy, Stuart

156
157 **b. File No.: 2024 - 1348 / HD 24 - 136**
158 **Applicant: Sandra C. Flores**
159 **Location: 15 S. Locust Lane, Easton, MD 21601**
160 Tax Map , Grid , Parcel
161 **Zoning: R-7A**

162
163 **Request:** The Applicant is seeking approval to demolish a structure that was
164 heavily damaged by a fire originating from the property. This is a contributing
165 structure to the Historic District.

166
167 **Background:** On February 3, 2024, a fire originating from 15 S. Locust Street
168 occurred causing significant damage to both 15 and 17 S. Locust Lane. On
169 February 5, 2024 a Condemnation Order (*Case # 24-0196*) was issued by the
170 Code Enforcement Department which states that the property was found to be
171 unfit for human occupancy, and directs the property owner to obtain building
172 permits for repairs, or to receive approval for the demolition of the structure.

173
174 Historic District Guideline references:
175 i. *Demolition Review Procedures*
176 ii. *Guideline 128. Avoid Demolition*

177
178 **Staff Presentation:**
179 Nicholas Johnson, Town Planner - Current
180 Tom Diem, Building Code Official
181 Susan Filbird, Code Enforcement Officer

182
183 **Applicant Presentation — None**

184
185 **Public Comment — None**
186 **Public Comment Written — None**

187
188 **Commissioner Bateman moved to approve the demolition based on the following**
189 **determinations: 1) evidence presented in the Building Inspection Department's**
190 **Inspection report that the property is a total loss; and 2) evidence and testimony**
191 **presented from the Code Enforcement Department that the property was found to**

192 **be unfit for human occupancy. The approval was conditioned upon the Applicant**
193 **returning the vacant lot to green space until new construction is proposed.**
194 **Commissioner Carey seconded the motion.**
195

196 Vote 4 - 0 -2
197 FOR: 4 - Demby, Bateman, Carey, Greer
198 AGAINST: 0
199 ABSTAIN: 0
200 ABSENT: 2 - Brophy, Stuart
201

202 **c. Applicant: Town of Easton**

203 **Request:** The Town of Easton Planning Staff is requesting the
204 Commission's consideration of a potential Amendment to the Town of Easton
205 Zoning Code for the extension of Certificate of Appropriateness (COA) approvals
206 for commercial and residential projects from six (6) months to three (3) years.
207

208 **Staff Presentation:**

209 Miguel Salinas, Planning and Zoning Director
210 Nicholas Johnson, Town Planner - Current
211

212 **Public Comment — None**

213 **Public Comment Written — None**
214

215 **Commissioner Bateman moved to forward a favorable recommendation to the**
216 **Town Council to amend the expiration date of certificates of appropriateness. The**
217 **Commission recommends no change to the expiration of certificates of**
218 **appropriateness for projects that do not require a building permit and increasing**
219 **the expiration date to two (2) years for projects which require a building permit.**
220 **Chairperson Demby seconded the motion.**
221

222 **Commissioner Cary dissented, expressing a desire for a one (1) year expiration date**
223 **for projects that require a building permit.**
224

225 Vote 3 - 1 -2
226 FOR: 3 - Demby, Bateman, Greer
227 AGAINST: 1 - Carey
228 ABSTAIN: 0
229 ABSENT: 2 - Brophy, Stuart
230

231
232 **5. Discussion Item — None**
233

234
235 **6. Decision Summary Review —**
236

237 **Commissioner Bateman moved to approve the November 25, 2024 Decision**
238 **Summary. Commissioner Carey seconded the motion.**

239
240 Vote 4 - 0 -2
241 FOR: 4 - Demby, Bateman, Carey, Greer
242 AGAINST: 0
243 ABSTAIN: 0
244 ABSENT: 2 - Brophy, Stuart
245

246
247 **7. Administrative Approval**
248

249 **a. File No.:** 2024 - 1354 / HD 24 -139
250 **Applicant:** Forever Young Roofing LLC
251 **Location:** 406 August Street, Easton, MD 21601
252 Tax Map 0104, Parcel 1068, Lot 1
253 **Zoning:** R-7A
254

255 **Request:** The Applicant is requesting to remove and replace the existing
256 asphalt shingle roof in-kind. The existing trim, fascia, soffit and gutters shall
257 remain. This is a contributing structure to the Historic District.
258

259 Historic District Guideline references:

- 260 *i. Guideline 68. Maintain Historic Roof Shape*
261 *ii. Guideline 70. Roof Material*
262
263

264 **8. Consent Docket — None**
265
266

267 **9. Adjournment —** Commissioner Bateman moved to adjourn. Commissioner Greer
268 seconded the motion. The meeting was adjourned at 7:13 p.m.