



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

Monday, March 10, 2025 at 6:00 p.m.
Town Hall Chamber 2
14 S. Harrison Street, Easton, Maryland

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

Attendance:

Commission Members:

Ernest Demby, Chairperson
Kevin Bateman
Emily Carey
Joshua Startt
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

Absent:

Commission Members:

Maria Brophy, Vice Chairperson

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

2. Agenda Summary Review —

**Commissioner Bateman moved to approve the March 10, 2025 Agenda Summary.
Commissioner Stuart seconded the motion.**

<u>Vote</u>	<u>5 - 0 - 1</u>
FOR:	5 - Demby, Bateman, Carey, Startt, Stuart
AGAINST:	0
ABSTAIN:	0
ABSENT:	1 - Brophy

3. Old Business —

a. File No.: 2025 - 1378 / HD 25 - 03
Applicant: Eric Vance
Location: 210 Brookletts Avenue, Easton, MD 21601

Zoning: Tax Map 0105, Grid 00EA, Parcel 2141
R-10A

Request: The Applicant is seeking to renovate and expand the existing garage with an 896 square foot addition extending into the northern and eastern façades. The footprint will be expanded to 28' x 32' by incorporating the open portion of the structure, and raising the wall height to 18.75 feet with a roof pitch of 6:12. The Applicant is also requesting exterior alterations including the replacement of the existing siding with cedar shakes and fiber cement siding, an in kind replacement of the existing sliding wooden doors, wooden sash windows and an asphalt shingle roof to match those on the existing primary structure and garage. This is a contributing structure to the Historic District.

Background: The Easton Historic District Survey notes that the existing garage is historic.

Historic District Guideline references:

- i. *Guideline 1. Preserve Significant Historic Features*
- ii. *Guideline 7. Alleys*
- iii. *Guideline 10. Preserve Historic Outbuildings*
- iv. *Guideline 42. Make Sensitive Replacements (Doors)*
- v. *Guideline 45. Screen, Storm, and Garage Doors*
- vi. *Guideline 68. Maintain Historic Roof Shape*
- vii. *Guideline 70. Roof Material*
- viii. *Guideline 100. Rear Additions*
- ix. *Guideline 101. Lateral Additions*
- x. *Guideline 103. Materials*

Staff Presentation:

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

Applicant Presentation:

Eric Vance

Public Comment:

Jim Carr

Public Comment Written — None

Commissioner Stuart moved to table the application subject to the submission of professional drawings. The Commission shall conduct a site visit to determine the condition of the existing garage. Commissioner Bateman seconded the motion.

Vote 5 - 0 - 1

FOR: 5 - Demby, Bateman, Carey, Startt, Stuart

AGAINST: 0
ABSTAIN: 0
ABSENT: 1 - Brophy

b. File No.: 2024 - 1368 / HD 24 - 147
Applicant: Jay Corvan Architect, LLC
Location: 5 South Street, Easton, MD 21601
Tax Map 0104, Grid 00EA, Parcel 1512
Zoning: CB

Request: The Applicant is requesting an amendment to the previously approved scope of work to propose a Fixed Egress Ladder in place of the previously approved egress stairway. This is a contributing structure to the Historic District.

Background: On January 13, 2025, the Commission granted a Certificate of Appropriateness for application 2024 - 1368 / HD 24 - 147 for the installation of two (2) emergency egress stairs on the rear of the structure. This application was approved by the Historic District Commission via a 6 - 0 vote subject to the condition that the stairs shall be painted to match the siding of the structure.

Historic District Guideline references:

- i. *Guideline 6. Comply with Health and Safety Codes*
- ii. *Guideline 54. Fire Escapes and Exterior Stairs*

Staff Presentation:

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

Applicant Presentation:

Jay Corvan AIA

Public Comment — None

Public Comment Written — None

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

<u>Vote</u>	<u>5 - 0 - 1</u>
FOR:	5 - Demby, Bateman, Carey, Startt, Stuart
AGAINST:	0
ABSTAIN:	0
ABSENT:	1 - Brophy

4. New Business —

a. File No.: 2025 - 1402 / HD 25 - 13
Applicant: Andrew Becker
Location: 10 Thoroughgood Lane, Easton, MD 21601
Tax Map 0104, Grid 00EA, Parcel 1558
Zoning: R-7A

Request: The Applicant is requesting to replace the existing standing seam roof with a new standing seam metal. The existing wood fascia and soffit on the main portion of the structure will be painted and restored, or shall be replaced with painted cedar from the rear addition. The Applicant is also proposing to remove parging from the chimney, and to replace the existing asbestos and T1-11 siding on the rear addition with Board and Batton style fiber cement siding. This is a contributing structure to the Historic District.

Background: A stop work order was issued on February 20, 2025 after it was discovered that the asphalt shingle roof on the rear addition was being removed and replaced without a Certificate of Appropriateness or a building permit. The Applicant subsequently submitted a building permit application, and received an administrative COA (application 2025 - 1401 / HD 25 - 12) on February 24, 2025 for an in-kind asphalt shingle roof replacement.

Historic District Guideline references:

- i. *Guideline 1. Preserve Significant Historic Features*
- ii. *Guideline 3. Make Sensitive Replacements*
- iii. *Guideline 4. Restore Significant Historic Features*
- iv. *Guideline 55. Maintain Historic Masonry*
- v. *Guideline 68. Maintain Historic Roof Shape*
- vi. *Guideline 69. Perform Regular Roof Maintenance*
- vii. *Guideline 70. Roof Material*
- viii. *Guideline 76. Preserve Historic Wood Siding*
- ix. *Guideline 78. Substitute Materials for Siding*
- x. *Guideline 79. Fiber Cement Siding*

Staff Presentation:

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

Applicant Presentation:

Andrew Becker

Public Comment — None

Public Comment Written — None

The Applicant amended the application to include the installation of 6” half round

gutters and stated that the existing standing seam metal roof over the front porch will remain.

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

<u>Vote</u>	<u>5 - 0 - 1</u>
FOR:	5 - Demby, Bateman, Carey, Startt, Stuart
AGAINST:	0
ABSTAIN:	0
ABSENT:	1 - Brophy

b. File No.: 2025 - 1403 / HD 25 - 14
Applicant: Alan and Meredith Girard
Location: 311 August Street, Easton, MD 21601
Tax Map 0103, Grid 00EA, Parcel 0174
Zoning: R-7A

Request: The Applicant is proposing to construct a new two-story garage and accessory dwelling unit (ADU). The proposed materials for the new structure will include a Hardie Plank vertical board and batten style siding, architectural asphalt shingles, two-over-two fiberglass clad wood windows with simulated divided light, and Bungalow-style garage doors with a fiberglass entry door. The new structure will maintain the original 25' x 30' footprint however, the new garage's height will be approximately four (4) feet taller than the previous structure due to the increased roof pitch from 8:12 to 10:12, and the addition of the second-floor ADU.

Background: According to Town record, a historic outbuilding was once located directly at the intersection of Locust Street and Powells Alley. In February 2004, the Historic District Commission approved the demolition of the prior existing garage, and the construction of a 30' x 24' garage.

At their February 18, 2025 meeting, the Town of Easton Board of Zoning Appeals granted a variance from the minimum side setback requirements (application V-1377 / V 25 - 01) and a special exception to permit an accessory dwelling unit within the R-7A zoning district (application SE-1377 / SE 25 - 02).

Historic District Guideline references:

- i. *Guideline 9. New Driveways*
- ii. *Guideline 11 Erect New Outbuildings Sensitively*
- iii. *Guideline 94. Style*
- iv. *Guideline 96. Orientation, Alignment, and Setback*

Staff Presentation:

Miguel Salinas, Planning and Zoning Director

Nicholas Johnson AICP, Town Planner - Current
Tom Diem, Building Code Official

Applicant Presentation:

Alan and Meredith Girard

Public Comment — None

Public Comment Written — None

Commissioner Stuart moved to approve the application as submitted. The Commission has requested for the Applicant to choose a more traditional raised panel style garage door. Commissioner Bateman seconded the motion.

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

- c. **File No.:** 2025 - 1404 / HD 25 - 15
Applicant: Christian Chute AIA
Location: 107 & 109 S. Washington Street, Easton, MD 21601
Tax Map 0104, Parcels 1985 & 1986, Lot 2B
Zoning: CB

Request: The Applicant is proposing the partial demolition of a 180 square foot contributing rear addition to 109 S Washington Street (The Plate House). Following the demotion of the rear addition, the Applicant is proposing to construct a 600 square foot, two-story rear addition. Renovations to the building include the installation of new windows on the southern and western facades, two (2) new wood doors on the western façade, the replacement of a failing brick wall on the western façade with smooth Hardi lap siding, and the installation of a new standing seam metal roof and architectural asphalt shingle roof.

Background: A similar request first appeared before the Commission at their April 8, 2024 meeting (application 2024 - 1173 / HD 24 - 41). At the conclusion of the meeting, the Commission found the rear addition to be a contributing structure and requested for the Maryland Historic Trust (MHT) to review and comment on the application. The Maryland Historic Trust provided a review letter on May 20, 2024 which evaluated the historic significance of the rear addition, and the effect demolishing the addition would have on the building's contributing status. This application was approved by the Historic District Commission on June 10, 2024 via a 5 - 0 vote subject to the condition that the Applicant shall return with a plan showing the location of all mechanical equipment and a landscape plan.

Historic District Guideline references:

- i. *Chapter 5. Secretary of the Interior's Standards for Rehabilitation of Historic Properties*
- ii. *Guideline 1. Preserve Significant Historic Features*
- iii. *Guideline 2. Repair Rather than Replace*
- iv. *Guideline 4. Restore Significant Historic Features*
- v. *Guideline 14. Perimeter Walls and Fences*
- vi. *Guideline 41. Maintain Original and Historic Doors*
- vii. *Guideline 42. Make Sensitive Replacements (Doors)*
- viii. *Guideline 44. Adding New Doors*
- ix. *Guideline 46. Maintain Historic Windows for Energy Efficiency*
- x. *Guideline 47. Weatherization and Insulation*
- xi. *Guideline 48. HVAC*
- xii. *Guideline 49. Site Features*
- xiii. *Guideline 50. Maximize Daylight*
- xiv. *Guideline 55. Maintain Historic Masonry*
- xv. *Guideline 58. Replacing Masonry Units*
- xvi. *Guideline 67. New Rear Decks and Patios*
- xvii. *Guideline 68. Maintain Historic Roof Shape*
- xviii. *Guideline 70. Roof Material*
- xix. *Guideline 79. Fiber Cement Siding*
- xx. *Guideline 82. General Guidelines for Utilities*
- xxi. *Guideline 83. Trash and Refuse Containers*
- xxii. *Guideline 84. Mechanical Equipment*
- xxiii. *Guideline 89. Maintain Historic Windows*
- xxiv. *Guideline 90. Make Sensitive Replacements (Windows)*
- xxv. *Guideline 128. Avoid Demolition*
- xxvi. *Guideline 129. Partial Demolition*

Staff Presentation:

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

Applicant Presentation:

Richard Marks
Jim Carr

Public Comment:

Georgia Adler

Public Comment Written:

Charles Adler

The Applicant amended the application to withdraw the fence installation request.

Commissioner Carey moved to approve the amended application subject to the following conditions:

1. The Applicant shall salvage historic materials including the brick, beams, fireplace surrounds, and any other applicable material. These materials shall be donated to a reputable architectural salvage organization.
2. All HVAC units shall be located on the side or rear façade and screened from view.
3. Fiber cement siding joints and seams are to be lapped toward the rear of the building, and joints must be staggered randomly to avoid a “stair step” appearance. Joints will be avoided in areas with spans of less than 12 feet in length.
4. Any new brick should be the same size, type, and color as the original or should match as closely as possible.
5. New standing seam metal roofing must meet the dimensional requirements of Guideline 70e.

Commissioner Bateman seconded the motion.

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

- d. **File No.:** 2025 - 1406 / HD 25 -16
Applicant: Yuner Sanchez
Location: 108 N. Park Street, Easton, MD 21601
Tax Map 0103, Grid 00EA, Parcel 0800
Zoning: R-10A

Request: The Applicant is requesting to remove and replace four (4) existing vinyl windows with a combination of vinyl casement style windows and a double hung window (Option A) or, vinyl-clad wood casement style windows and a composite double hung window (Option B). This is a non contributing structure to the Historic District.

Background: At their September 9, 2024 meeting the Commission granted a certificate of appropriateness (application 2024 - 1281 / HD 24 - 99) via a 6-0 vote for the replacement of the existing wood trim, fascia and soffit with metal, the replacement of a small section of gutter, the replacement of the existing wood

deck boards with new composite decking, the replacement of the existing wooden privacy fence, and the installation of a new screen on the porch.

Historic District Guideline references:

- i. *Guideline 90. Make Sensitive Replacements (Windows)*
- ii. *B.2. Common Substitute Materials*

Staff Presentation:

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

Applicant Presentation:

Yuner Sanchez

Public Comment — None

Public Comment Written — None

Commissioner Startt moved to approve the application for the installation of the windows labeled Option B, with the condition that the casement windows have a check rail. Commissioner Bateman seconded the motion.

<u>Vote</u>	<u>5 - 0 - 1</u>
FOR:	5 - Demby, Bateman, Carey, Startt, Stuart
AGAINST:	0
ABSTAIN:	0
ABSENT:	1 - Brophy

5. Discussion Item —

- a. Continued discussion on property maintenance — Mr. Tom Diem and Mrs. Susan Filbird were present on behalf of the Town of Easton Code Enforcement Department in the ongoing effort to enforce property maintenance. Staff presented a draft list of routine maintenance items within the Historic District that do not require a Certificate of Appropriateness for the Commission’s feedback. The Commission generally favored the items of maintenance as presented, suggesting additional detail in the roofing section for minor in-kind asphalt shingle replacements. The Commission also examined the percentage threshold for the in-kind replacement of existing decking and existing ceilings before a building permit would be required. The Commission and staff held an open dialogue on the importance of establishing a recorded timeline for issuing property maintenance notices, and consideration for matters of financial hardship. A formal draft of the Items of Routine Maintenance list will be presented before the Commission at a subsequent meeting. The list will be posted for public review, and a vote to revise the routine maintenance section in Article VI of the Zoning Code shall be taken at

a later time.

6. Decision Summary Review —

Commissioner Bateman moved to approve the February 24, 2025 Decision Summary. Commissioner Carey seconded the motion.

<u>Vote</u>	<u>5 - 0</u>
FOR:	5 - Demby, Brophy, Bateman, Carey, Stuart
AGAINST:	0
ABSTAIN:	0
ABSENT:	0

7. Administrative Approval — None

8. Consent Docket — None

9. Adjournment — Commissioner Bateman moved to adjourn. Commissioner Stuart seconded the motion. The meeting was adjourned at 8:09 p.m.