



Historic District Commission MEETING AGENDA

Monday, April 28, 2025 - 6:00 PM
Council Chambers, Easton Town Office
14 S Harrison Street

Call to Order

- 1) Approval of the Agenda for April 28, 2025.

Old Business

- 1) **Application Number:** 2025 - 1419 / HD 25 - 22
Applicant: Mid-Shore Exteriors LLC
Location: 38 S. Aurora Street
Tax Map 0104, Grid 00EA, Parcel 1566
Zoning District: R-7A
Request: Replacement of the front porch roof.

New Business

- 1) **Application Number:** 2025 - 1432 / HD 25 - 28
Applicant: The F.A. Taylor Company
Location: 40 E. Dover Street (Avalon Theatre)
Tax Map 0104, Grid 0000, Parcel 1224
Zoning District: CB
Request: Flat roof replacement.

Discussion Item

- 1) Continued Discussion on Property Maintenance.

Approval of Minutes

- 1) Approval of the draft Decision Summary from the April 14, 2025 meeting.

Administrative Approval

Consent Docket

Adjournment



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

Historic District Commission Staff Report

Meeting Date: 4/28/2025

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

Property Address: 38 S Aurora Street

Applicant: Mid-Shore Exteriors on behalf of BayShore Realty 144 LLC

Application Number: 2025-1419

Code Enforcement Case: Yes ☐ No ☒

Project Description:

The applicant is proposing alterations to remove and replace the existing asphalt shingle porch roof with a new self-adhering membrane roof. The existing gutters and trim will not be replaced.

Background:

This request first appeared before the Commission on April 14, 2025. At that time, the Commission expressed concerns regarding the visibility of the proposed roofing material from the right-of-way. The Commission also had questions regarding the installation of this material as it is not commonly used within the Historic District. The request was subsequently tabled until the applicant could address the Commission's concerns/questions.

Historic District Guidelines:

Guideline 68. Maintain Historic Roof Shape

- a. Preserve the historic shape and slope of the roof. If a roof will be replaced completely, it shall be replaced with the same roof form or a similar form complimentary to the architectural style.
- b. Details, ornamentation and other character-defining elements should be maintained.
- c. The addition of dormers should be undergone sensitively. If a dormer is added, its size, design, and placement should be in keeping with the character of the building and in scale with its size. Its siding and roofing should match the existing, and its windows should be consistent with the building's other windows in terms of style, type, and material.
- d. Do not increase the height or change the shape of parapets unless to restore an inappropriately altered condition to its historic appearance.



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

- e. Roofs on secondary structures should be consistent with the architectural style of the main building in terms of shape and slope.
- f. Missing or severely damaged roof towers, dormers, finials, cresting, chimneys and other character-defining elements should be replaced based on documentary or photographic evidence. If no evidence of the appearance of the element exists, a new element should be designed to be compatible with the overall character of the building.

Guideline 69. Perform Regular Roof Maintenance

- a. Inspect, evaluate, and monitor roof for signs of deterioration, leaks, and to ensure that flashings, downspouts, and gutters are properly functioning. Check seams of metal roofs and keep metal surfaces painted, except for copper.
- b. Coat and seal flat roofs per the manufacturer's recommendation, typically every five years.

Guideline 70. Roof Material

- a. Retain and repair visible historic roofing materials where feasible.
- b. Where total replacement of all roofing material is required, the new roofing should match the existing material or be a roofing material that is consistent with the building's architectural style.
- c. Heavy-weight architectural shingles are preferred when existing asphalt shingles are replaced.

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

Appendix A: 2012 Easton Historic District Survey Sheet

EASTON HISTORIC DISTRICT SURVEY

PROPERTY #:

Picture:



TAX ID		ADDRESS		OWNER NAME			
2101020919		38 S AURORA ST		BAILEYS CONSTRUCTION COMPANY, LLC			
YEAR BUILT		PHYSICAL CONDITION					
1900		FAIR					
ARCHITECTURAL STYLE				ADDITION(S)			
NONE				PART OF REAR EXTENSION FRONT COMMERCIAL SECTION NOT ORIGINAL BUT IS HISTORIC.			
NHL DISTRICT	NR DISTRICT	NR LISTED	MEETS NR CRITERIA	1980 NR RATING	MD INVENTORY	CONTRIBUTING	NC CODE
				B		Y	
NOTES							
GABLE FRONT + WING DWELLING WITH EARLY COMMERCIAL FRONT ADDITION. COMMERCIAL FRONT VERY INTACT BUT REST OF BUILDING HEAVILY MODERNIZED.							

RECEIVED

MAR 14 2025

HD 25 - 22



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

TOWN OF EASTON

Application #:	2025 - 1419
Date Received:	03/14/2025
Fee Paid:	\$75.00
HDC Meeting Date:	04/14/2025
Date Property Posted:	04/07/2025

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

38 South Aurora St.

☐ Contributing

☐ Non-Contributing

YEAR BUILT:

NATIONAL REGISTAR #

PROPERTY INFORMATION

OWNER NAME

Willis Macgill

TELEPHONE NO.

410-458-4218

EMAIL

Applicant or Agent

NAME

Mid-Shore Extensors / Julie Howden

TELEPHONE NO.

410-6737939

EMAIL

Description of Proposal (include additional sheets, as necessary)

Front Porch roof ONLY (existing gutters + trim to stay as is).
Remove existing 1 layer of shingles + felt paper + drip edge
from low slope. Inspect all plywood. Install liberty self
adhered SBS mat. Inspect all wall flashings, replace
as needed. Clean up + remove all debris

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

Julie Howden

Date

3-11-25

Printed Name of Applicant or Agent

Julie Howden of Mid-Shore Extensors

Revised 4.4.2022

Residential Application for Building Permit

APPLICANT INSTRUCTIONS: COMPLETE ALL PARTS OF THIS APPLICATION. A Commercial Building Permit Assistance Bulletin is available and or the Building Inspection Division can answer questions regarding the completion of this application. Additional Applications are required for Grading, Demolition, Swimming Pools, Signage, Plumbing, Mechanical and Electrical work. Applicants should also contact the following offices for additional requirements: Planning and Zoning, Engineering, Easton Utilities, State Fire Marshals Office, Environmental Health, Soil Conservation Services, Maryland Department of the Environment and State Highway Administration. This application must be accompanied by three sets of construction documents prepared by a registered design professional.

Revised Dec. 2023



Town of Easton
Building Inspection Division
14 S. Harrison St.
Easton, MD 21601
Phone: 410-822-2526
Fax: 410-822-8738

Office Use Only

Received Date 03 / 14 / 25
Building Permit Number 25-20244
Total Permit Fees \$ 200.00 Pd Ck# 7341

Part 1: Property Information

<u>3-11-25</u>	Project Application Date	☐	Tax Map
<u>38 South Aurora Street</u>	Project's Address	☐	Grid
<u>Easton, MD 21601</u>	Project's Subdivision (if any)	☐	Parcel
	Project's City, State and Zip Code	☐	Lot
		☐	Zoning

Indicate if the Project is located within the Overlay District's below:

☐ Planned Redevelopment	☐ Historic	☐ Critical Area	☐ Planned Unit Development	☐ Planned Health Care
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Part 2: Owner - Tenant Information

Owner	
<u>Willis Macgill</u>	Name
<u>38 South Aurora Street</u>	Address
<u>Easton, MD 21601</u>	City, State and Zip Code
	Email Address and Phone Number
Tenant Information	
For a Multiple Occupancy Building provide tenants information by attaching additional sheets	
<u></u>	Name
<u></u>	Address
<u></u>	City, State and Zip Code
<u></u>	Email Address and Phone Number
<u></u>	Occupied Square Footage

Part 3: Certification

The applicant hereby certifies by completing this application as follows: (1) "I am the owner of record of the named property, or that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as their agent." (2) "That the information contained in the application and construction documents is a full disclosure of the project." (3) "That the information contained in the application and construction documents is in compliance with all applicable covenants and or deed restrictions."

The applicant further certifies if a permit is issued as follows; (1) "That I will comply with all codes of the Town of Easton and the State of Maryland which are applicable thereto.", (2) "That I will perform no work on the above property not specifically in this application and construction documents." and (3) "That the Town Officials shall have the authority to enter areas covered by such permit to enforce the codes applicable to such permit."

Brian Faulkner
Signature of Applicant

Briana Faulkner
Printed Name of Applicant

410-673-7939
Telephone Number

Email Address

Connection with Application

29349 W. Maple Ave Suite 1 Trappe, MD 21673
Mailing Address of Applicant

Part 4: Contractor Information

General Contractor

For Multiple Contractors, provide information by attaching additional sheets

Mid-Shore Exteriors	
29349 W. Maple Ave, Suite 1	
Trappe, MD 21673	
410-673-7939	
MHIC# 88640	

Name
Address
City, State and Zip Code
Email Address and Phone Number
Contractor's or MHIC and/or MHBR License Numbers

Mechanical Contractor

For Multiple Contractors, provide information by attaching additional sheets

Name
Address
City, State and Zip Code
Email Address and Phone Number
Maryland HVACR License Number

Plumbing Contractor

For Multiple Contractors, provide information by attaching additional sheets

Name
Address
City, State and Zip Code
Email Address and Phone Number
Maryland, Talbot and/or Easton Plumbing License Number

Electrical Contractor

For Multiple Contractors, provide information by attaching additional sheets

Name
Address
City, State and Zip Code
Email Address and Phone Number
Talbot County Electrical Registration Number

Sprinkler Contractor

For Multiple Contractors, provide information by attaching additional sheets

Name
Address
City, State and Zip Code
Email Address and Phone Number
MHIC & Sprinkler License Number

Part 5: Permit Information

Upon receipt of the Building Permit the permit shall be posted on site and work covered by that permit may commence. Every permit issued shall become: invalid unless the work is commenced within 180 days after the permit's issuance or expired if the commenced work is suspended or abandoned for a period greater than 180 days from the last inspection. Validation of commencement shall be through required inspections and, suspension or abandonment shall be through periodic departmental inspections. All permits shall expire 630 days from the date of their issuance. The Code Official is authorized to grant, in writing, one or more extensions of time, for periods not exceeding 90 days each. All extension shall be requested in writing with justifiable cause demonstrated. One set of approved Construction Documents must be on site at all times.

It shall be the duty of the holder of the Building Permit or their duly authorized agent to: notify the Building Inspection Division when work is ready for inspection, to provide access to such work and means for the inspections of such work, for all required inspections. Inspection requests shall be made twenty-four hours in advance of the work being ready. Requested inspections will be made on the next available business day, prior to the end of business. Work shall not be done beyond the point indicated in each successive inspection without first obtaining the approval of the Building Inspection Division.

No building or structure shall be used or occupied, and no change in the existing occupancy classification of a building, structure or portion thereof shall be made until the Code Official has issued a Certificate of Occupancy. Prior to the issuance of a Certificate of Occupancy, the Building Inspection Division shall have received all required approval from the following offices: Planning and Zoning, Engineering, Easton Utilities, State Fire Marshals Office, Environmental Health, Soil Conservation Services, Maryland Department of the Environment and State Highway Administration. All required inspections for Building, Grading, Demolition, Swimming Pools, Signage, Plumbing, Mechanical and Electrical permits associated with the building structure or portion thereof shall have been approved. The Building Inspection Division shall also have received final reports from all third party inspection agencies for special inspections and a certified location survey plat.

Part 6: Square Footages by Floor for Classification of Work

Classification of Work	Basement	First	Second	Third	Fourth
New Construction or Addition					
Change of Occupancy					
Alteration Level 3					
Alteration Level 2					
Alteration Level 1					
Repairs					
Demolition					
Unaltered					
Total Building Floor					

Part 7: Project Type

Project Type

☐ Single Family Dwelling
 ☐ Duplex Family Dwelling
 ☐ Multiple Family Townhouse
 ☐ Manufactured Housing
 ☐ Accessory Structure

Part 8: Accessory Structures Information

Accessory Structure Information	Porches	Patio Covers	Patio - Decks	Garages - Sheds	Fences	Other
Square Footage or Linear Feet						
Attached to Primary Structure						
Detached from Primary Structure						
Proximity to Primary Structure						

Part 9: Description of Proposed Work

Front Porch roof only (existing gutter + trim to stay as is).
 Remove existing 1 layer of shingles + felt paper + drip edge from low slope. Inspect all plywood. Install liberty self adhered SBS roof. Inspect all wall flashing, replace as needed. Clean debris.

Part 10: Systems

Fire Sprinkler: _____ (Yes / No)
 Fuel Gas: _____ (Yes / No)
 Type of Heat: _____ (Gas / Electric)

Part 11: Total Project Information

____ / ____ / ____ Estimated Start Date	____ / ____ / ____ Estimated Finish Date	\$ _____ Estimated Project Value	FEMA Flood Plain Y or N
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Office Use Only

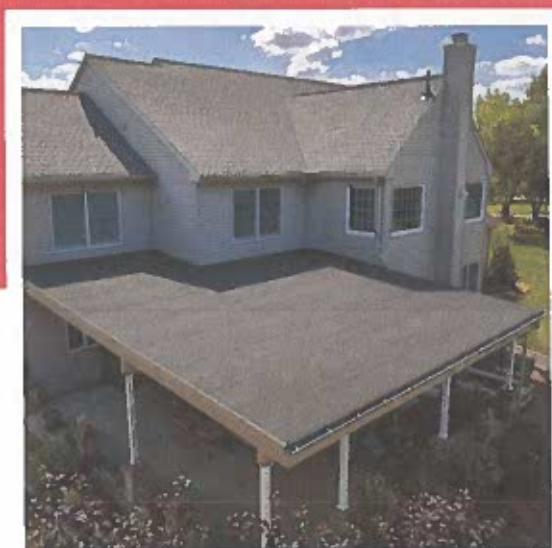
Building Dept - General Info.	Planning & Zoning - General Info.	Engineering Dept Application	HDC Application
☐ Received Date ____ / ____ / ____ ☐ Permit # _____ ☐ Permit Fee \$ _____	☐ Not Applicable ☐ Town Impact \$ _____ ☐ County Receipt Received	☐ Not Applicable ☐ Grading Permit # _____ ☐ ROW Permit # _____	☐ Not Applicable ☐ Yes - In Review ☐ Yes - Approved
Approval ☐ Date ____ / ____ / ____ ☐ BD Initials _____	Approval ☐ Date ____ / ____ / ____ ☐ P&Z Initials _____	Approval ☐ Date ____ / ____ / ____ ☐ Eng. Initials _____	Approval ☐ Date ____ / ____ / ____ ☐ HDC Initials _____

EUC Approval / Comments: Date: ____ / ____ / ____ EUC Initials: _____



LIBERTY™ SBS Self-Adhering Roofing System

Help protect your low-slope roof and use no special tools when installing a granule-surfaced self-adhering roofing system



- Provides durable protection for the low-slope areas of your property
- Installs quickly and easily without the hassles of bulky equipment or unpleasant odor
- Applied without torches, open flames, or hot asphalt

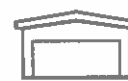
LIBERTY™ SBS Self-Adhering Roofing System



Porches



Carports



Garages



Sheds

Benefits:

- Self-adhering base/ply sheet and cap sheet provide convenient peel and stick installation, eliminating open flames on your roof
- No torches, kettles, or dangerous chemicals
- No fumes or odors caused by hot asphalt
- Seven popular colors to complement your Timberline® or other GAF asphalt shingle roof (see below)
- Minimal set-up and clean-up time can speed up installation as compared with mopped SBS systems
- No need to stage expensive equipment
- Utilizes similar technology to GAF RUBEROID® SBS-modified bitumen membranes
- Versatile installation options available. Perfect for primed low-slope roof areas ¼:12 – 3:12.
- Up to 20-Year Limited Warranty covering manufacturing defects, available for select systems*
- System guarantees covering material defects and workmanship errors are also available for purchase for approved systems installed by GAF certified contractors. Contact GAF for specific requirements.†

Accessory Benefits:

- Both Flashing Cement and Asphalt Primer are components for GAF LIBERTY™ and other SBS-modified asphalt roofing systems
- Flashing Cement offers excellent bonding strength and high flexibility to accommodate temperature-related expansion and contraction of the roof system
- Asphalt Primer promotes a tough, durable bond for asphaltic systems

System Details:

Specifications (approximate)‡

- LIBERTY™ Self-Adhering Base/Ply Sheet
 - Roll size: 2 squares[§] (216 sq. ft. [20.1 m²]) — excludes laps
 - Roll width: 39.375" (1.0 m)
 - Roll length: 66' (20.1 m)
 - Approx. roll weight: 82 lb. (37.2 kg)
 - Roll thickness: 0.068" (1.73 mm)
- LIBERTY™ Self-Adhering Cap Sheet
 - Roll size: 1 square[§] (112 sq. ft. [10.4 m²]) — excludes laps
 - Roll width: 39.375" (1.0 m)
 - Roll length: 34' (10.4 m)
 - Approx. roll weight: 96.4 lb. (43.7 kg)
 - Roll thickness: 0.157" (4 mm)
- LIBERTY™ Asphalt Primer
 - Size: 1 gallon (3.79 L)
 - Weight: 7.4 lb. (3.36 kg)/gal
 - VOC (max): 350 g/L
 - Non-volatile content: 85% by weight minimum
- LIBERTY™ Flashing Cement
 - Size: 1 gallon (3.79 L)
 - Weight: 9.1 lb. (4.1 kg)/gal
 - VOC (max): <250 g/L
 - Non-volatile content: 65% minimum SETA
 - Flash point: 110°F (43.3°C)

Codes & Standards:

■ UL Listed to ANSI/UL790™ ***	
■ FM Approved†††	
■ Miami-Dade County Product Control approved††§§	
■ Texas Dept. of Insurance Report RC-121	
■ State of Florida Approved	

Base/Ply Sheet:

- UL Evaluation Report UL E1306-02
- Meets or exceeds ASTM D4601 Type II
- Meets or exceeds ASTM D1970

Cap Sheet:

- Meets or exceeds D6164, Type I, Grade G

Asphalt Primer:

- State of Florida Approved
- Meets or Exceeds ASTM D41

Flashing Cement:

- Meets or Exceeds ASTM D4586 Type I
- Meets or Exceeds ASTM D3409

‡ Values stated are approximate and subject to normal manufacturing variation. These values are not guaranteed and are provided solely as a guide.

§ Installed coverage will be lower and depend on quantity and width of side and end laps.

Refer to UL Product iQ for actual assemblies.

†† Refer to FM RoofNav.com for actual assemblies.

††† Formerly known as MATRAX™ 307 Premium Asphalt Primer.

††† Formerly known as MATRAX™ 201 Premium SBS Flashing Cement.

*** LIBERTY™ 1-Ply System is intended only for non-classified applications, where permitted by local building codes. However, the LIBERTY™ 2-Ply System (including 1 ply of Base/Ply Sheet and 1 ply of Cap Sheet) is UL Classified with an ANSI/UL 790 Class C roofing listing.

††† Not including the LIBERTY™ Cap Sheet.

Complementary Color Options:



Note: These blended colors are designed to complement your shingles, not to be an exact match. Because of the small size of these samples, it's difficult to reproduce the actual color effect. Please be sure to see a full-size roll before making or installing a final color selection.

Exclusions apply. See Limited Warranty on LIBERTY™ SBS Self-Adhering Materials for complete coverage and restrictions.

§ See Low-Slope Addendum to the System Plus Limited Warranty, Low-Slope Addendum to the Silver Pledge® Limited Warranty, and Low-Slope Addendum to the Golden Pledge® Limited Warranty for complete coverage and limitations.



For further information on this system, please visit gaf.com/Liberty. For questions on application, call **877-GAF ROOF**

We protect what matters most™









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

Historic District Commission Staff Report

Meeting Date: 4/28/2025

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

Property Address: 40 E Dover Street

Applicant: The F.A. Taylor Company on behalf of The Avalon Foundation

Application Number: 2025-1432

Code Enforcement Case: Yes ☐ No ☒

Project Description:

The applicant is proposing alterations to the flat roof at 40 E Dover Street better known as the Avalon Theater. The Avalon Theater is considered a contributing structure to the Easton Historic District and is listed on the Maryland Register of Historic Places. A preservation easement (Liber 690, Pages 663-676) was placed on the property in 1990 that prohibits alterations to the interior and certain portions of the exterior of the structure.

The proposed scope of work includes the installation of a new roof hatch, flashing of the parapet walls, flashing all curbs/skylights, the installation of new coping on the parapet wall, the installation of new gutters, and the installation of a new flat roof material.

Historic District Guidelines:

Guideline 68. Maintain Historic Roof Shape

- a. Preserve the historic shape and slope of the roof. If a roof will be replaced completely, it shall be replaced with the same roof form or a similar form complimentary to the architectural style.
- b. Details, ornamentation and other character-defining elements should be maintained.
- c. The addition of dormers should be undergone sensitively. If a dormer is added, its size, design, and placement should be in keeping with the character of the building and in scale with its size. Its siding and roofing should match the existing, and its windows should be consistent with the building's other windows in terms of style, type, and material.
- d. Do not increase the height or change the shape of parapets unless to restore an inappropriately altered condition to its historic appearance.
- e. Roofs on secondary structures should be consistent with the architectural style of the main building in terms of shape and slope.



**TOWN OF EASTON
PLANNING & ZONING
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f. Missing or severely damaged roof towers, dormers, finials, cresting, chimneys and other character-defining elements should be replaced based on documentary or photographic evidence. If no evidence of the appearance of the element exists, a new element should be designed to be compatible with the overall character of the building.

Guideline 69. Perform Regular Roof Maintenance

- a. Inspect, evaluate, and monitor roof for signs of deterioration, leaks, and to ensure that flashings, downspouts, and gutters are properly functioning. Check seams of metal roofs and keep metal surfaces painted, except for copper.
- b. Coat and seal flat roofs per the manufacturer's recommendation, typically every five years.

Guideline 70. Roof Material

- a. Retain and repair visible historic roofing materials where feasible.
- b. Where total replacement of all roofing material is required, the new roofing should match the existing material or be a roofing material that is consistent with the building's architectural style.
- c. Heavy-weight architectural shingles are preferred when existing asphalt shingles are replaced.
- d. Repairs to isolated portions of visible roofing materials must match the existing in material, size, style, texture, and color.

Guideline 71. Roof Appurtenances

- a. New skylights, vents, chimneys, or other projections should be located so that they are not visible from a primary public right-of-way. If this is not possible, they should be designed to be in character with the overall appearance of the roof.
- b. Roof-mounted air conditioning units should be located so they are not visible from a primary right-of-way. If this is not possible, they should be screened from view. The design of the screen should be compatible with the character of the roof and building.

Guideline 72. Maintain Historic Gutters and Downspouts

- a. Keep gutters and downspouts clear of debris and in good repair.
- b. Make sure that gutters and downspouts are properly connected and direct water away from the building.
- c. Seal any cracks or gaps with silicone sealants.

Guideline 73. Replace Historic Gutters and Downspouts In-Kind

- a. Replace deteriorated or damaged gutters and downspouts in-kind.



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b. Half-round gutters and round downspouts are appropriate for most buildings in the Historic District.

Guideline 74. Maintain Historic Parapets

a. Parapets are especially prone to deterioration given their placement above the roof and exposure to the elements. Parapets should be regularly inspected and repaired to prevent loss of material or the entire feature itself.

b. Retain and maintain all of the material components of existing parapets and cornices. These materials include the coping, street facing signage or date stones, and masonry construction material.

Guideline 75. Repair or Replace the Historic Parapets

c. Restore inappropriately altered parapets. Common alterations to parapets include the installation of ill-fitting metal coping or the removal of decorative features from the top of the parapet. Remove inappropriate additions and replace missing features in-kind using photographic or documentary evidence when possible.

Recommended Condition(s):

Should the Commission approve this application, staff supports the following condition(s):

1. The applicant shall provide staff with an approval letter from the Maryland Historic Trust (MHT) for the proposed alterations or verify with the MHT that the proposed alterations are not covered by the preservation easement.

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.



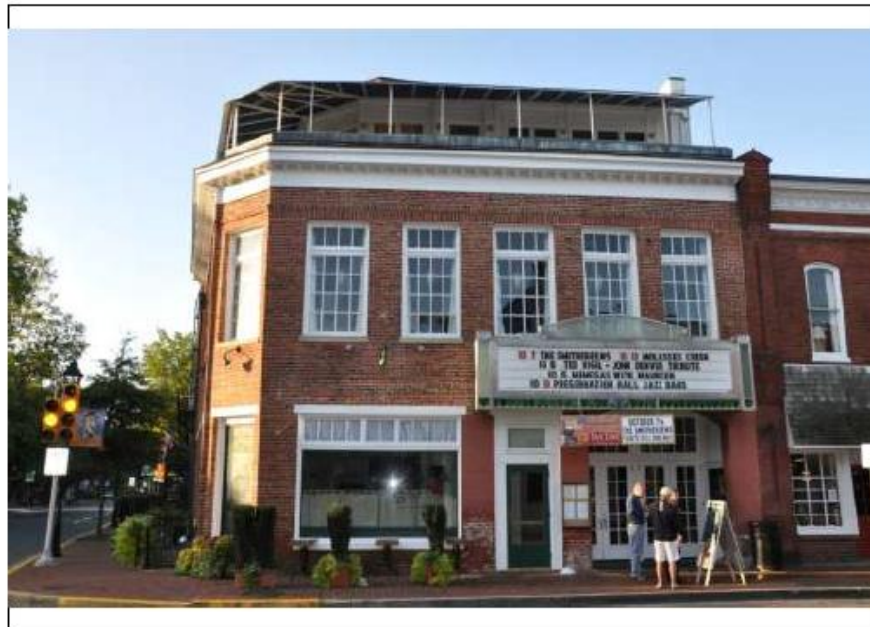
TOWN OF EASTON
PLANNING & ZONING
 14 S Harrison Street, Easton MD 21601

Appendix A: 2012 Easton Historic District Survey Sheet

EASTON HISTORIC DISTRICT SURVEY

PROPERTY #:

Picture:



TAX ID		ADDRESS		OWNER NAME			
2101072854		42 E DOVER ST		TOWN OF EASTON			
YEAR BUILT		PHYSICAL CONDITION					
1922		EXCELLENT					
ARCHITECTURAL STYLE				ADDITION(S)			
COLONIAL REVIVAL				ROOF TOP ADDITION			
NHL DISTRICT	NR DISTRICT	NR LISTED	MEETS NR CRITERIA	1980 NR RATING	MD INVENTORY	CONTRIBUTING	NC CODE
						Y	
NOTES							
THIS BRICK BUILDING IS 40-42 E DOVER ST. IT HAS 2 SECTIONS THAT APPEAR, BASED ON BRICK WORK, TO HAVE BEEN BUILT AT SAME TIME. THIS 2 PART BUILDING OCCUPIES 6 PARCELS. ARCADE THEATRE ENTRANCE DOES NOT APPEAR ORIGINAL.							

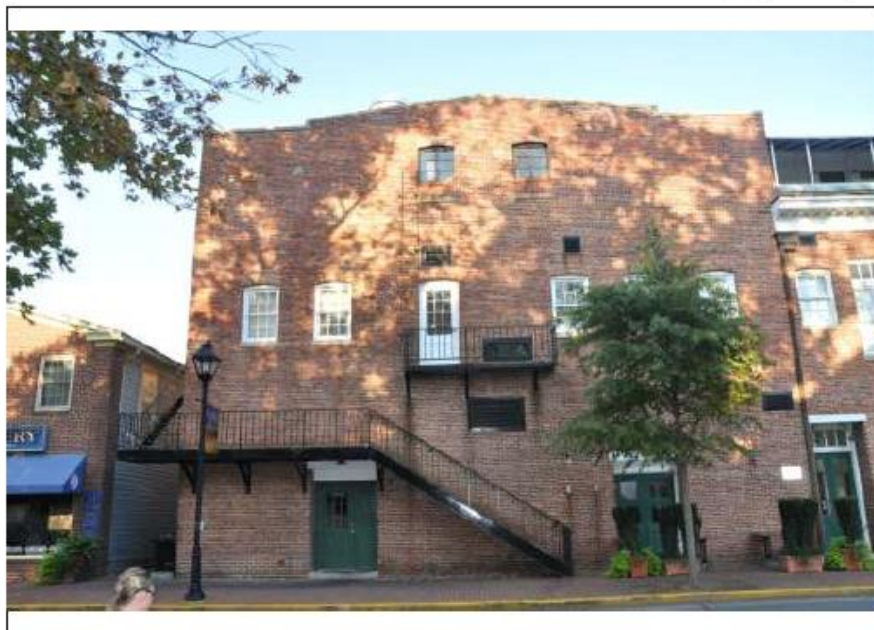


TOWN OF EASTON
PLANNING & ZONING
14 S Harrison Street, Easton MD 21601

EASTON HISTORIC DISTRICT SURVEY

PROPERTY #:

Picture:



TAX ID		ADDRESS		OWNER NAME			
2101085085		42 E DOVER ST		AVALON FOUNDATION INC (THE)			
YEAR BUILT		PHYSICAL CONDITION					
1922*		VERY GOOD					
ARCHITECTURAL STYLE				ADDITION(S)			
NO DISCERNIBLE STYLE				NONE APPARENT			
NHL DISTRICT	NR DISTRICT	NR LISTED	MEETS NR CRITERIA	1980 NR RATING	MD INVENTORY	CONTRIBUTING	NC CODE
				C		Y	
NOTES							
THIS BRICK SECTION WHICH FRONTS HARRISON ST. APPEARS TO BE AN ADDITION BUT ITS BRICKS ARE KEYED INTO THE MAIN BUILDING INDICATING THEY WERE BUILT AT THE SAME TIME. WINDOWS AND DOORS ARE REPLACEMENTS EXCEPT FOR METAL CASEMENTS IN 3RD STORY. THIS 2 PART							
BUILDING OCCUPIES 6 PARCELS							

T-627

Avalon Theater

Architectural Survey File

This is the architectural survey file for this MIHP record. The survey file is organized reverse-chronological (that is, with the latest material on top). It contains all MIHP inventory forms, National Register nomination forms, determinations of eligibility (DOE) forms, and accompanying documentation such as photographs and maps.

Users should be aware that additional undigitized material about this property may be found in on-site architectural reports, copies of HABS/HAER or other documentation, drawings, and the “vertical files” at the MHT Library in Crownsville. The vertical files may include newspaper clippings, field notes, draft versions of forms and architectural reports, photographs, maps, and drawings. Researchers who need a thorough understanding of this property should plan to visit the MHT Library as part of their research project; look at the MHT web site (mht.maryland.gov) for details about how to make an appointment.

All material is property of the Maryland Historical Trust.

Last Updated: 03-21-2013

Easement

Form 10-168d *
Rev. 12/86

UNITED STATES DEPARTMENT OF THE INTERIOR NATIONAL PARK SERVICE

OMB Approved
No. 1024-0009

REVIEW SHEET

T-627

Historic Preservation Certification Application—Significance

Property: AYALON THEATER, 40-42 DOVER ST., EASTON, MARYLAND

Project No.: _____

Historic District: EASTON

11-30-87 date initial application received by State _____ date(s) additional information requested by State

11-30-87 date complete information received by State _____

_____ date of this transmittal to NPS _____

Inspection of property by State staff? ☐ no ☐ yes date(s): _____

☒ There is adequate documentation enclosed to evaluate the historic character and integrity of this property.

_____ There is insufficient documentation to evaluate the property adequately. The application is missing the following items:

Reasonable efforts have been made to obtain this information. Copies of the information requests are enclosed.

NUMBER

1

This property involves:

_____ Extensive loss of historic fabric

_____ Substantial alterations over time

_____ Preliminary determination of listing

_____ for district

_____ for individual property

_____ Significance less than 50 years old

_____ Obscured or covered elevation(s)

_____ Moved property

_____ State recommendation inconsistent with NR
documentation

_____ Recommendation different from the applicant's
request

NUMBER

2

Complete item(s) below as appropriate.

(1) The documentation on file with the National Register cites the period(s) of significance of this historic district as 18TH, 19TH, 20TH

(2) The property ☒ contributes ☐ does not contribute to the historic significance of this registered historic district in:

☒ location ☒ design ☒ setting ☒ materials ☒ workmanship ☒ feeling ☐ association

_____ Property is mentioned in the NR or State or local district documentation in Section _____, page _____.

(3) For properties less than 50 years old:

_____ the historical merits of the district (the periods and areas of significance) are documented in the National Register form or district documentation on file as less than 50 years old, justifying the certification of this property's contribution.

_____ the exceptional historical or architectural significance of this property as described in the National Register form or district documentation on file justifies its certification as contributing.

_____ there is insufficient justification to consider this property as contributing to the district for its individual exceptional architectural or historical significance or the significance of the district does not extend to the last 50 years.

(4) For preliminary determinations:

A. The status of the nomination for the property/historic district:

_____ Nomination has already been submitted to State review board, and nomination will be forwarded to the NPS within _____ months. (Draft nomination is enclosed.)

_____ Nomination was submitted to the NPS on _____.

_____ Nomination will be submitted to the State review board within twelve months.

_____ Nomination process likely will be completed within thirty months.

_____ Other, explain:

B. Evaluation of the property:

_____ Property is individually eligible and meets National Register Criteria for Evaluation

_____ Property is located within a potential registered district that meets National Register

Criteria for Evaluation: ☐ A ☐ B ☐ C ☐ D

Criteria Considerations: ☐ A ☐ B ☐ C ☐ D ☐ E ☐ F ☐ G

(5) The property is located in a registered district, is outside the period(s) or area(s) of significance as documented in the NR form and:

_____ appears to contribute to the expanded significance of the district. Enclosed is the revised nomination documentation.

_____ does not appear to contribute to the period(s) or area(s) of significance of the district.

NUMBER

3

Describe and evaluate the physical characteristics of the property, its integrity, and its significance within the context of the historic district (or individually for preliminary determinations of individual listings).

BUILT IN 1922, THE AVALON THEATER IS CONSIDERED TO BE ONE OF THE FIRST "STATE-OF-THE-ART" MOVIE HOUSES ON THE EASTERN SHORE OF MARYLAND. THE THEATER REMAINS VIRTUALLY INTACT EXCEPT FOR A FEW CHANGES WHICH INCLUDE THE REMOVAL OF THE CORNICE, ALTERATION OF THE MAIN ENTRANCE AND TICKET OFFICE, THE REPLACEMENT OF THE ORIGINAL MARQUEE WITH THE CURRENT NEON AND METAL MARQUEE, AND ON THE INTERIOR, THE SUBDIVISION OF THE ORIGINAL SECOND STORY BALLROOM INTO OFFICES. DETERIORATION IS MINIMAL THROUGHOUT.

IT IS THE OPINION OF THIS OFFICE THAT THE AVALON THEATER CONTINUES TO BE A FINE EXAMPLE OF AN EARLY 20TH CENTURY MOVIE THEATER.

NUMBER

4

State Official Recommendation:

- This application for the above-named property has been reviewed by MICHAEL DAY, a professionally qualified architect, architectural historian, or historian on my staff.
- ☒ The property is included within the boundaries of a registered historic district, contributes to the significance of the district, and is a "certified historic structure" for the purpose of rehabilitation.
- ☐ The property is included within the boundaries of a registered historic district, contributes to the significance of the district, and is a "certified historic structure" for a charitable contribution for conservation purposes in accordance with the Tax Treatment Extension Act of 1980.
- ☐ The property does not contribute to the significance of the above-named district.
- ☐ The property appears to meet the National Register Criteria for Evaluation and will likely be nominated.
- ☐ The property does not appear to meet the National Register Criteria for Evaluation and will not be nominated.
- ☐ The property appears to contribute to the significance of a:
- ☐ potential historic district which appears to meet the National Register Criteria for Evaluation and will likely be nominated.
- ☐ registered historic district but is outside the period(s) or areas of significance as documented in the National Register nomination or district documentation on file with the NPS. Revised nomination or district documentation is enclosed.
- ☐ The property should be denied a preliminary determination that it could qualify as a certified historic structure.
- ☐ Insufficient documentation has been provided to evaluate the structure.

☐ Detailed NPS review recommended ☐ Precedent-setting case ☐ Forwarded without recommendation

12-22-87

Date

State Official Signature

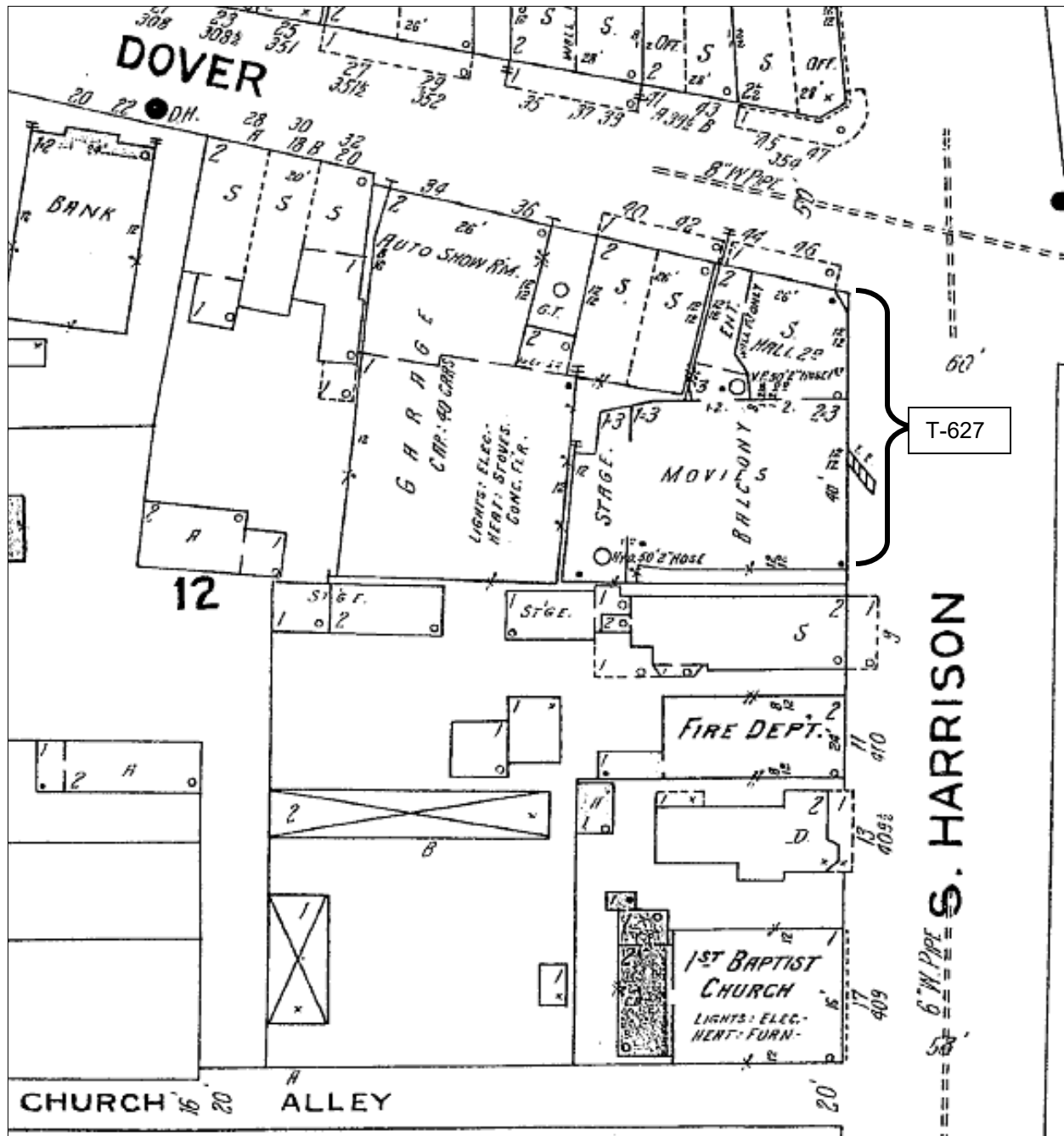
See attachments:

NPS Comments:

Date

NPS Reviewer

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Avalon Theater
40-42 E. Dover Street
Sanborn Map, Easton, January 1927, Sheet 2



MHT GIS 10/15/2010 JKC

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Avalon Theater
40-42 E. Dover Street
Easton 7.5' Topographic Quadrangle 1942, Photorevised 1974

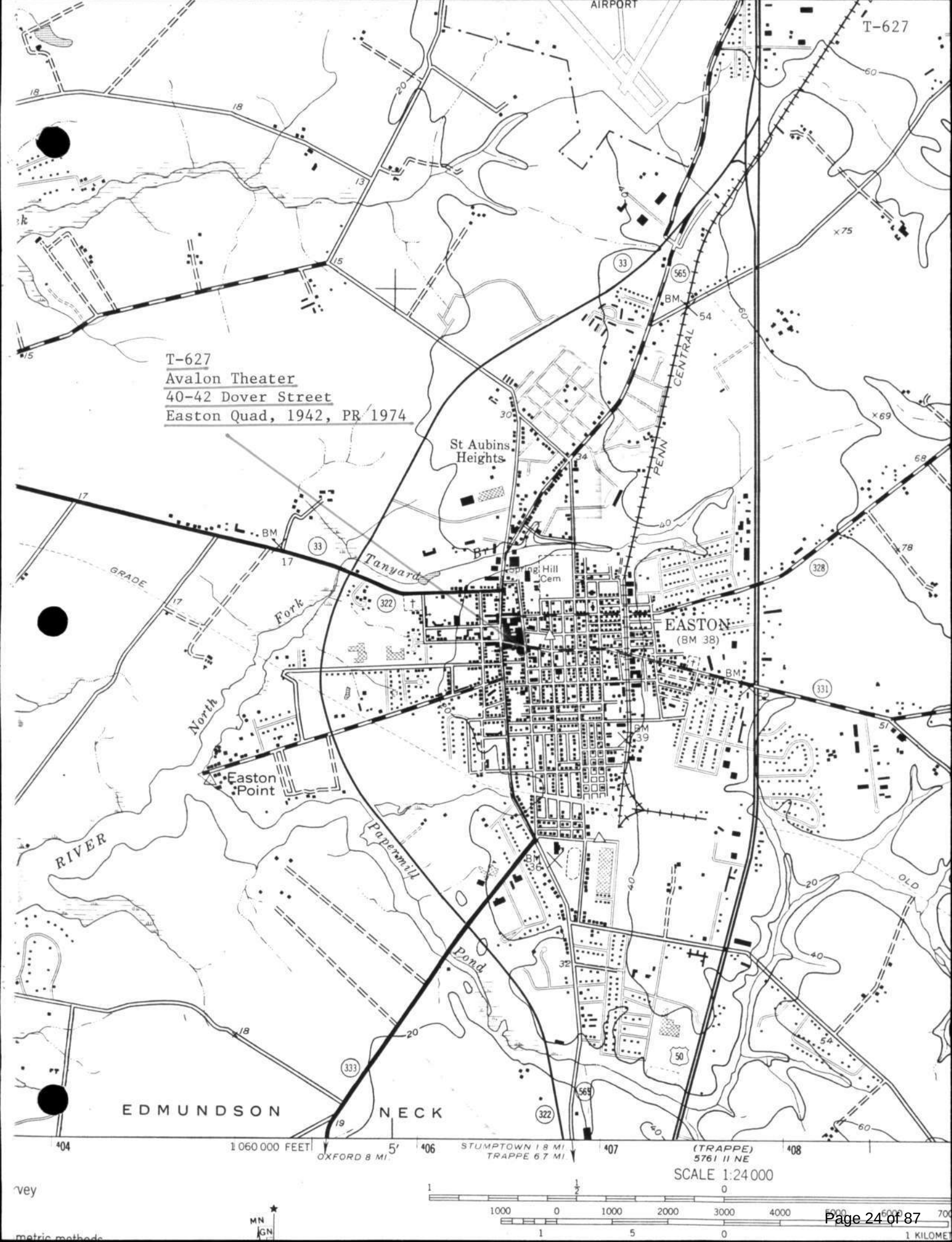


National Web Map Service 6" Orthophoto Map, c. 2007-08



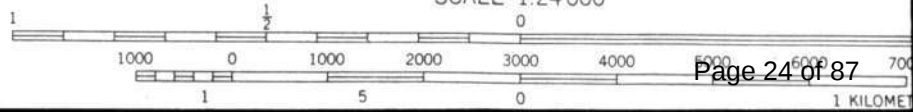
MHT GIS 10/15/2010 JKC

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Avalon Theater
40-42 Dover Street
Easton Quad, 1942, PR 1974



vey

metric methods





T-627



T-627

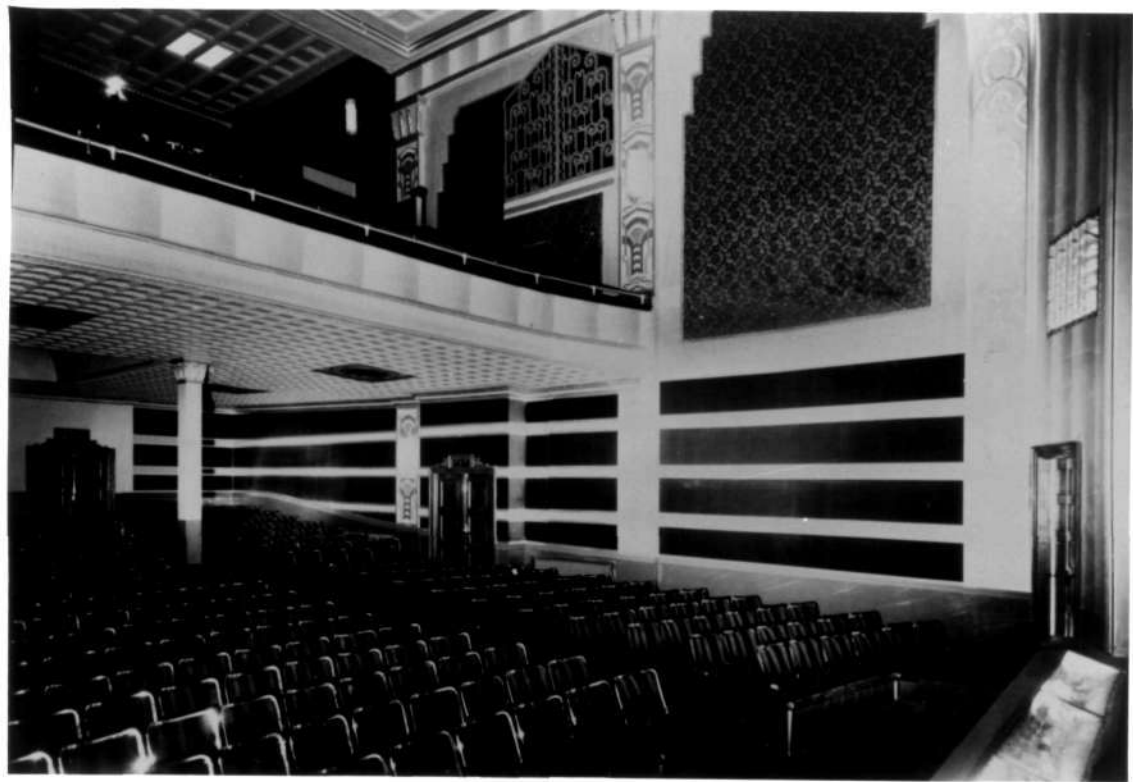
NO REPRODUCTION WITHOUT WRITTEN PERMISSION

Easton, Maryland 21601

Historical Society of Talbot County

H. Robins-Hollyday Collection

PHOTO FROM:



T-627

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T-627

RECFEE 59.00
TOTAL 59.00
2810 chek 59.00
02 01990 7-19A11:19

DEED OF EASEMENT AND CONDITIONAL SECURITY AGREEMENT

THIS DEED OF EASEMENT AND CONDITIONAL SECURITY AGREEMENT, made as of this 2nd day of July, 1990, by and between MID-SHORE CENTER FOR THE PERFORMING ARTS, INC., a Maryland corporation (the "Corporation"), AVALON BUILDING ASSOCIATES, a Maryland General Partnership ("ABA") (collectively the Corporation and ABA being sometimes referred to hereafter as the "Grantor") and the MARYLAND HISTORICAL TRUST, an instrumentality of the State of Maryland (the "Grantee").

WHEREAS, Grantee is a body corporate and instrumentality of the State of Maryland created for the purpose generally of preserving and maintaining historic, aesthetic and cultural properties, all as is more particularly provided for by law; and

WHEREAS, the real property as hereinafter defined (the "Property") has substantial historic, aesthetic and cultural character and this Deed of Easement and Conditional Security Agreement (this "Agreement") will promote the preservation and maintenance of the Property and its historic, cultural, scenic and aesthetic character; and

WHEREAS, the Property is part of a condominium regime known as The Avalon Condominium which was created pursuant to a Declaration dated December 22, 1988 and recorded among the Land Records of Talbot County, Maryland at Liber 663, folio 691; and

WHEREAS, The Avalon Condominium consists of buildings and other improvements on certain real property in Easton, Talbot County, Maryland which (i) has been divided into two individual condominium units known as Unit A and Unit B, of which the Corporation is the fee simple owner of Unit B, more commonly referred to as the Avalon Theatre, and ABA is the fee simple owner of Unit A, and (ii) contains general and limited common elements, all of which are located and identified on a Condominium Plat, consisting of three sheets, recorded in the aforesaid land records in Condominium Plat Book MAS PC 1, beginning at Plat 27AA, 28A and 28AA; and

WHEREAS, Grantee is possessed with the power and duty to accept, hold and administer this Agreement; and

WHEREAS, Grantee has determined that the easement contained within this Agreement is exclusively for conservation purposes; and

WHEREAS, in accordance with Chapter 630 of the Laws of Maryland 1989 (the "Act") and the terms and conditions of a letter approved by the Board of Public Works ("BPW") to the Corporation dated June 20, 1989, and further pursuant to a Capital Project Grant Application submitted by the Corporation, BPW has approved a grant in the amount of TWO HUNDRED FIFTY THOUSAND DOLLARS (\$250,000.00) (the "BPW Grant"), to be made to the Corporation for

59.00
59.00
59.00
19A11:19

Avalon Theatre
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the purpose of financing, in part, the restoration and renovation of the Avalon Theatre; and

WHEREAS, the Act requires as a condition precedent to the making of the BPW Grant that the Corporation shall submit evidence satisfactory to BPW of matching funds at least equal to the amount of the BPW Grant, which condition has been satisfied; and

WHEREAS, the Act requires as a condition precedent to the making of the BPW Grant that the Corporation convey a perpetual preservation easement in form and substance acceptable to the Maryland Historical Trust; and

WHEREAS, ABA, being the fee simple owner of Unit A, is willing to join in this Agreement for the purpose of effectuating a perpetual preservation easement that is acceptable to the Maryland Historical Trust and by joining in this Agreement, ABA agrees to be bound by all the terms of this Agreement insofar as they are applicable to ABA.

NOW, THEREFORE, in consideration of the foregoing recitals, and for other good and valuable considerations, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

1. If there is no prior lien on the Property, the Easement (as hereinafter defined) shall be an encumbrance prior to any subsequent lien on the Property. If there are any prior liens on the Property, the Corporation hereby agrees:

a. that upon any destruction of the encumbrance of the Easement by the foreclosure of a prior lien, the Corporation shall reimburse to BPW the amount of the BPW Grant or that portion which has been disbursed to the Corporation; and

b. that the Easement shall constitute a lien on the Property in an amount not to exceed the BPW Grant, which shall be enforceable if foreclosure proceedings are ever instituted against the Property by the holder of a lien created prior to the date of this Agreement, but only to the extent that proceeds are available after payment of all expenses incident to such proceedings and the claim of said lienholder; and

c. The Corporation shall reimburse to the BPW the amount of the BPW Grant or that portion which has been disbursed by the BPW if the Easement is determined by court finding or otherwise not to be legally enforceable by the Grantee for any reason.

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2. The Corporation hereby grants and conveys to Grantee with Special Warranty of Title an easement in all of that certain real property more particularly described as Unit B of The Avalon Condominium, together with all of the improvements thereon, and appurtenances, rights and interests thereunto belonging, which is situate, lying and being in Easton, Talbot County, State of Maryland, and which is more particularly set forth in Exhibit B attached hereto and incorporated.

ABA hereby grants and conveys to Grantee with Special Warranty of Title an easement in a portion of that real property more particularly described as Unit A of The Avalon Condominium, together with the improvements thereon, and appurtenances, rights, and interests thereunto belonging, which is situate, lying and being in the aforesaid city, county and State and which is more particularly described in Exhibit C attached hereto and incorporated herein.

The easements granted herein by the Corporation and ABA are collectively referred to hereafter as "the Easement". The property described in Exhibits B and C is defined as, and shall be herein referred to as the "Property".

3. Exhibit A consists of 7 pages and includes as page 1 a schedule (which is recorded with this Agreement) describing the documents, photographs of selected portions of the Property, and other things that are a part of the exhibit and that are filed at the offices of the Grantee, that are not recorded herewith but are nonetheless as fully and completely incorporated by reference into this Agreement as though recorded herewith.

4. The terms of the Easement are as follows:

(A) Duration and Nature of the Easement. The Easement shall be perpetual in duration. The parties agree that it is and shall be considered an easement in gross and as such is inheritable and assignable and runs with the land as an incorporeal property interest in the Property enforceable by Grantee and its successors, transferees and assigns with respect to the Property and against the Grantor and Grantor's heirs, successors, transferees and assigns, all of whom are collectively referred to herein as "Grantee" and "Grantor" respectively. The Easement is subject to any and all presently existing valid encumbrances, easements and rights-of-way upon the Property.

(B) Public Access. The Grantor shall make the Property open to the public on a minimum of 5 days per year from

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9:00 a.m. to 5:00 p.m., and at other times by appointment as may be determined by the Grantor.

(C) Maintenance and Administration. ABA and the Corporation shall keep and maintain the Property, including the Interior and, where pertinent, the Exterior (as hereinafter defined or limited) of the improvements thereon, in good, clean and safe condition. The Grantor shall maintain, repair and administer the Property and the Interior and, where pertinent, the Exterior of the improvements thereon in a manner to preserve the historic, aesthetic and cultural character and appearance of the Property and the improvements thereon as shown and described in Exhibit A. The maintenance, repair and administration of the Property and the Interior and, where pertinent, the Exterior of the improvements thereon shall further conform to the requirements of Paragraph D below. This covenant does not require reconstruction of any improvements which are destroyed in whole or in part by casualty loss unless insurance proceeds are available for such purposes.

(D) Changes and Alterations.

(i) (1) With respect to the easement granted herein on Unit B and on the portion of Unit A known as the Theatre Entrance Alcove as described in paragraph 1 of Exhibit C, the Grantor shall not cause, permit or suffer any construction without the express written consent of the Director of the Maryland Historical Trust (the "Director") which would alter or change the Property or the Interior and, where pertinent, the Exterior of any improvements thereon as described and depicted in Exhibit A, provided, however, that if damage has resulted to said Interior or Exterior from casualty loss, deterioration or wear and tear, then the maintenance, reconstruction, repair, repainting or refinishing to correct the damage shall be permitted without such written permission of the Director, provided that such maintenance, reconstruction, repair, repainting or refinishing is performed in a manner that will not substantially alter the appearance of such improvements upon conclusion of the restoration of the Property.

(2) With respect to the easement granted herein on the portion of Unit A known as the First Floor Interior Lobby as described in paragraph 2 of Exhibit C, the Grantor shall not cause, permit or suffer any construction without the express written consent of the Director of the Maryland Historical Trust (the "Director") which would result in a material change or alteration to the Property or the Interior of any improvements thereon as described and depicted in Exhibit A, provided, however, that if damage has resulted to said Interior from casualty loss, deterioration or wear and tear, then the maintenance,

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reconstruction, repair, repainting or refinishing to correct the damage shall be permitted without such written permission of the Director, provided that such maintenance, reconstruction, repair, repainting or refinishing is performed in a manner that will not substantially alter the appearance of such improvements upon conclusion of the restoration of the Property.

(ii) (1) The terms Interior and Exterior mean the interior or exterior surface of an improvement on the Property including the architectural style, the general design and arrangement, the color, the kind and texture of the building materials and the type and style of all windows, doors, light fixtures, signs and other similar exterior and interior features. The term construction shall include all construction, reconstruction, improvement, enlargement, painting and decorating, alteration, demolition, maintenance or repair of any structure or works. Notwithstanding any provision to the contrary contained in this paragraph or any other paragraph of this Agreement, references to Interior or Exterior shall be limited by and applicable to only those improvements described in Exhibits B and C.

(2) (a) The term "material change or alteration" means any change or alteration of the size, design, location, scale, texture, building fabric or configuration of a constructed element of the improvements, including, without limitation, the ceiling, walls, wall panels, and stairway.

(b) The term "material change or alteration" includes the construction of additional interior walls.

(c) The term "material change or alteration" does not include repainting, installation of carpeting or other floor finishes, installation of signs, placement of furnishings which are not affixed to the premises, or the installation of decorative wall hangings, pictures or equipment which are not permanently affixed to the premises.

(iii) No building or other structure may be constructed or erected on the Property other than those buildings or structures which are as of the date of this Agreement located on the Property, as described and depicted in Exhibit A.

(iv) The Grantor may proceed with the restoration and renovation of the Property as described in construction documents prepared by Schamu, Machowski, Doo and Associates, Inc., dated February 9, 1987 with revisions through December 13, 1989, provided the restoration and renovation of the Property is undertaken in accordance with the U.S. Secretary of

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Interior's Standards for Rehabilitation, as amended. The U.S. Secretary of Interior's Standards for Rehabilitation are incorporated herein by reference and a copy of the current Standards is available at the offices of the Grantee.

(E) Archeological Resources. Without the express written consent of the Director, the Grantor shall not cause, permit or suffer any grading, excavation, deep plowing, subsoiling, drainage improvement, or other undertaking which would disturb the surface and/or subsurface of the ground. Should the Director determine that such proposed grading, excavation or other undertaking will affect known or potentially significant archeological deposits, the consent of the Director may be given if the Grantor performs a survey and, if subsequently deemed necessary by the Director, the Grantor conducts identification, data recovery, excavation, curation, documentation and reporting of the affected deposits, all in a form and substance satisfactory to the Director.

(F) Inspection. Grantee shall have the right to enter the Property on reasonable notice to the Grantor for the purpose of inspecting the Property to determine whether there is compliance by the Grantor with the terms of this Agreement.

(G) Breach by Grantor. Upon any breach of the terms of this Agreement by the Grantor, Grantee may, after reasonable notice to the owner of the portion of the Property (as defined in Exhibits B and C) which is affected by the breach, exercise any or all of the following remedies:

(i) institute suit(s) to enjoin any breach or enforce any covenant by ex parte, temporary, and/or permanent injunction;

(ii) demand that the Property be restored promptly to the condition required by this Agreement; and

(iii) enter upon the Property, correct any breach, and hold the owner of the portion of the Property which is affected by the breach responsible for the resulting cost.

Grantee's remedies shall be cumulative and shall be in addition to any other rights and remedies available to Grantee at law or equity. If the Grantor is found to have breached any of the Grantor's obligations under this Agreement, the Grantor shall reimburse Grantee for any costs or expenses incurred by Grantee, including court costs and reasonable attorneys fees.

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(H) Waiver. No waiver of any term or condition of this Agreement shall have any force or effect unless it be in writing and approved by the parties hereto. No failure on the part of Grantee to enforce any covenant or provision herein nor the waiver of any right thereunder by Grantee shall discharge or invalidate such covenant or provision of any other covenant, condition, or provision hereof, or affect the right of Grantee to enforce the same in the event of a subsequent breach or default.

(I) Consent, Disapproval and Appeal. In any event where the terms of this Agreement require the consent of the Director, such consent shall be requested by notice to the Director and consent shall be deemed to have been given within forty-five (45) days after receipt of notice by the Director unless the Director gives notice to the Grantor of specific reason for disapproval. In any event where the Director gives such notice of disapproval, the Grantor may appeal the disapproval to the Board of Trustees of the Maryland Historical Trust for review by it or by such person or agency as may be designated by it to make such review. Appeal shall be made by notice to the Director given within forty-five (45) days of receipt of notice of disapproval from the Director.

(J) Notice. Any notice required to be given by this Agreement shall be in writing and may be given by certified or registered mail, with postage prepaid and return receipt requested, if to the Grantor, addressed to the Grantor as follows:

Mid-Shore Center for
the Performing Arts, Inc.
Post Office Box 2298
Easton, Maryland 21601

and

Avalon Building Associates
c/o Willard J. Howard
P.O. Box 206
Easton, Maryland 21601

with a copy to:

with a copy to:

Philip E. L. Dietz, Jr., Esquire
Ewing, Dietz, Turner & Kehoe, P.A.
16 South Washington Street
Easton, Maryland 21601

Bruce C. Armistead, Esquire
Miles and Stockbridge
101 Bay Street
Easton, Maryland 21601

or to the Grantor at such other address as the Grantor may from time to time designate by notice to the Director, or, if to the Grantee or the Director, addressed to the Grantee or Director as follows:

Director
Maryland Historical Trust
21 State Circle
Annapolis, Maryland 21401

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or to the Grantee or the Director at such other address as the Director may from time to time designate by notice to the Grantor. Any notice given in the foregoing manner shall be deemed to have been given upon receipt thereof, which shall be presumed to be two (2) days after the day notice has been deposited with the United States Post Office.

(K) Construction. The Easement is for the purpose of promoting and shall be construed to promote the purposes of the statutes creating and governing Grantee and of Section 2-118 of the Real Property Article of the Annotated Code of Maryland and to preserve the historic, cultural, scenic and aesthetic character of the Property.

(L) Subsequent Conveyance. The Grantor agrees that the restrictions of the Easement will be inserted, verbatim or by express reference, in any subsequent deed or other legal instrument by which the Grantor's fee simple title to the Property or any other possessory interest in the Property, or any part thereof, is divested or conveyed.

(M) Transfer of Ownership. The Grantor agrees for himself, his personal representatives, heirs, successors, transferees and assigns, to notify the Grantee in writing of the names and addresses of any party to whom the Property, or any part thereof, is being transferred before or within forty-five (45) days of the time the transfer is consummated.

(N) Conservation Purposes. Grantee agrees that it will hold this Agreement exclusively for conservation purposes i.e., that it will not transfer this Agreement whether or not for consideration. However, subject to the provisions of any applicable federal law, Grantee may assign or transfer its interest in this Agreement to a governmental unit or organization which qualifies at the time of the transfer as an eligible donee of this Agreement under any pertinent provisions of federal law.

WITNESS THE FOLLOWING SIGNATURES AND SEALS:

WITNESS/ATTEST:

Natasha Blom, Jr.

GRANTOR: MID-SHORE CENTER FOR THE
PERFORMING ARTS, INC.

By: Philip E. L. Dietz, Jr.
Name: Philip E. L. Dietz, Jr.
Title: Vice President

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WITNESS:

GRANTOR: AVALON BUILDING ASSOCIATES,
a Maryland General
Partnership

James C. Armistead

By: Richard B. Edgar
Richard B. Edgar, General Partner

James C. Armistead

By: Clifford E. Meredith
Clifford E. Meredith,
General Partner

James C. Armistead

By: William J. Howard
William J. Howard, General Partner

WITNESS:

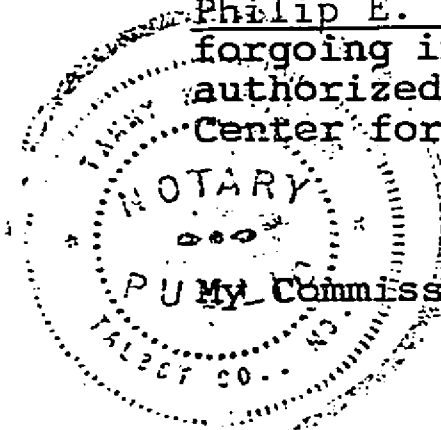
ACCEPTED BY THE
MARYLAND HISTORICAL TRUST:

Philip R. Gresham

By: J. Rodney Little
J. Rodney Little, Director

STATE OF MARYLAND, TALBOT COUNTY, to wit:

I HEREBY CERTIFY, that on this 12th day of July, in
the year 1990, before the subscriber, personally appeared
Philip E. L. Dietz, Jr., and acknowledged that he executed the
forgoing instrument for the purposes therein contained as the duly
authorized Vice President of the Mid-Shore
Center for the Performing Arts, Inc..



Mary K. Miller
Notary Public

STATE OF MARYLAND, TALBOT COUNTY, to wit:

I HEREBY CERTIFY, that on this 12th day of July,
in the year 1990, before the subscriber, personally appeared
Richard B. Edgar, Clifford E. Meredith and William J. Howard, who

LIBER 690 PAGE 671

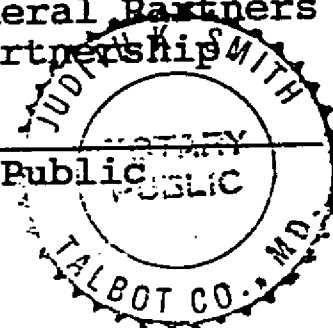
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acknowledged that they executed the foregoing instruments for the purposes therein contained as the duly authorized General Partners of AVALON BUILDING ASSOCIATES, a Maryland General Partnership

Gudith K. Smith

Notary Public



My Commission Expires:
October 1, 1994

STATE OF MARYLAND, Carroll COUNTY, to wit:

I HEREBY CERTIFY, that on this 18 day of July, in the year 1990, before the subscriber, personally appeared J. Rodney Little, and acknowledged that he executed the foregoing instrument for the purposes therein contained as the fully authorized Director of the Maryland Historical Trust.

Thurman K. Hensley
Notary Public

My Commission Expires: February 1, 1993

Approved as to form and legal sufficiency this 18th day of July, 1990.

Judith M. Price
Assistant Attorney General

SCHEDULE

EXHIBIT A

AVALON THEATRE
EASTON, TALBOT COUNTY

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Schedule

Front (North) and Side (East) facades

Interior detail of theatre

Interior detail of theatre

Interior detail of theatre

Contact sheet prints

Identification of contact sheet prints

AVALON THEATRE EASTON, TALBOT COUNTY EASEMENT EXHIBIT NO. A, Page 1 of 7	SCHEDULE SCALE: PREPARED: CAM 2/90 MARYLAND HISTORICAL TRUST	NORTH
SIGNED ORIGINAL ON FILE WITH THE M.H.T.		GRANTOR GRantee

EXHIBIT B

ALL that property situate, lying and being in the Town of Easton, Talbot County, Maryland, and more particularly shown and described as Unit B, "The Avalon" Condominium, as designated on a Condominium Plat entitled: "PLAT & PLAN FOR 'THE AVALON' A CONDOMINIUM FIRST ELECTION DISTRICT TALBOT COUNTY, MARYLAND", dated December 14, 1988, prepared by Rauch, Walls and Lane, Inc., and recorded among the Plat Records of Talbot County in Plat Cabinet No. 1, folio 27AA through folio 28AA.

BEING a portion of the property declared subject to a condominium regime by a Declaration entitled "The Avalon Condominium" and recorded among the Land Records of Talbot County in Liber M.A.S. No. 663, folio 691.

BEING the same property conveyed unto Mid-Shore Center for the Performing Arts, Inc., a Maryland non-profit corporation, by Deed from the Town of Easton, a Maryland municipal corporation, dated March 5, 1990 and recorded among the Land Records of Talbot County in Liber No. 683, folio 380.

EXCEPTING, HOWEVER, the following:

1. All of the general common elements which are located and identified on the Condominium Plat; and

2. All of the limited common elements which are appurtenant to Unit B and identified on the Condominium Plat but not excepting the limited common element which is appurtenant to Unit B and identified on the Condominium Plat as "NEW MARQUEE 43 Sq. Ft. ±".

EXHIBIT C

EASEMENT AREA WITHIN UNIT A, AVALON CONDOMINIUM

All those areas within Unit A, Avalon Condominium, consisting of the following:

1. The Theatre Entrance Alcove, being that area located in the northwesterly corner of Unit A, measuring approximately six (6) feet by twelve (12) feet horizontally and being more particularly shown and described as "Theatre Entrance Alcove" on a Plat entitled "PLAT SHOWING MARYLAND HISTORICAL TRUST EASEMENT AREA OVER UNIT A - FIRST FLOOR, THE AVALON CONDOMINIUM IN THE TOWN OF EASTON, TALBOT COUNTY, MARYLAND", prepared by Rauch, Walls & Lane, Inc., dated June 1990, Scale 1/8" = 1' ("Plat"), which Plat is intended to be recorded among the Plat Records of Talbot County, Maryland, simultaneously herewith. The vertical dimensions of the easement area within the Theatre Entrance Alcove shall be all that area within the foregoing horizontal easement area extending from the undersurface of the subflooring and brick flooring within the entrance archway to the upper side (undersurface) of the tin ceiling within the alcove.
2. The First Floor Interior Lobby, extending from the south side of the Theatre Entrance Alcove to the interior theatre entrance doors and being within that portion of the ground floor of Unit A shown by shading and designated as "Right-of-Way Area" on the Plat.

BEING a portion of the property conveyed by Avalon Building Associates, a Maryland general partnership, and The Town of Easton, a Maryland municipal corporation, to Avalon Building Associates, a Maryland general partnership, by a Deed dated December 22, 1988, and recorded among the Land Records of Talbot County, Maryland in Liber 663, folio 726.

PAGE 2 OF EXHIBIT "C" OF
A DEED OF EASEMENT AND CONDITIONAL SECURITY AGREEMENT
DATED JULY 12, 1990 BY AND BETWEEN
MID-SHORE CENTER FOR THE PERFORMING ARTS, INC., et al.
AND THE MARYLAND HISTORICAL TRUST

Page 2 of Exhibit "C" is a plat entitled "PLAT SHOWING MARYLAND HISTORICAL TRUST EASEMENT AREA OVER UNIT A - FIRST FLOOR 'THE AVALON' CONDOMINIUM IN THE TOWN OF EASTON TALBOT COUNTY, MARYLAND", prepared by Rauch, Walls and Lane, Inc., dated June, 1990 (the "Plat"). The Plat is recorded simultaneously herewith among the Plat Records of Talbot County. The Plat is expressly incorporated herein by reference and is an integral part of this Deed of Easement and Conditional Security Agreement.



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

RECEIVED

APR 03 2025

TOWN OF EASTON

HD 25 - 28

Application #:	2025 - 1432
Date Received:	04/03/2025
Fee Paid:	\$200.00
HDC Meeting Date:	04/28/2025
Date Property Posted:	04/21/2025

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

40 E Dover Street Easton MD 21601

☐ Contributing

☐ Non-Contributing

YEAR BUILT:

NATIONAL REGISTAR #

PROPERTY INFORMATION

OWNER NAME

The Amelon Foundation

TELEPHONE NO.

410 253 9117

EMAIL

Applicant or Agent

NAME

The F.A. Taylor Company

TELEPHONE NO.

410 749 0090

EMAIL

Description of Proposal (include additional sheets, as necessary)

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

Michael Rancourt
4/3/23

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. *--See Attached*
- ☐ Manufacturers cut sheet for each type of roofing to be replaced. Clearly labeled where it will be installed on the building. *--see Attached*
- ☒ 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.
All will be replaced with in-kind material

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

Avalon Theatre Roof Replacement Scope Of Work

1. Mobilize and comply to ALL current OSHA regulations.
2. Survey all existing split system HVAC compressor units on the roof for proper operation. A report containing the condition of all split system units will be presented to the association with recommendations. Draw down all refrigerants, seal off & disconnect the electric of all existing split system compressor units and lower to the ground for secure storage. This work is to be included as part of the contract by a licensed mechanical contractor.
3. Completely remove all abandoned curbs, vertical wall flashings, siding, and all sheet metal flashings to expose the existing roof deck.
4. Install one (1) new Bilco S-50 roof hatch at the main access to the roof.
5. Replace two (2) roof drains with new 4" cast-iron Josam roof drains. This work will be completed by a licensed plumber.
6. Clean the roof deck free of all debris and inspect for any defective decking. Any defective decking will be replaced as an extra at a rate of \$6.25/square foot.
7. Reinforce the existing roof crickets to promote positive drainage.
8. Over the existing roof surface, install one (1) layer of ½" dens deck.
9. Over the coverboard, install a Polyglass two (2) ply modified bitumen roofing system, consisting of one (1) ply of self-adhered base sheet and one (1) ply of self-adhered cap sheet.
10. Flash the parapet walls wall up and over with one (1) ply of base sheet and one (1) ply of cap sheet. Where necessary flash up 12" and terminate with an aluminum compression bar, sealant, and counter flashing. Flash the remaining wall up with fully adhered .045 TPO.
11. Flash all curbs/skylights up with one (1) ply of base sheet and one (1) ply of cap sheet.
12. Flash all penetrations through the roof with Polyflash 1C liquid flashing and fabric.

13. Fabricate and install new .032 Kynar finished aluminum coping with a continuous front cleat to the parapet wall. Color TBD.
14. Fabricate and install new a new .032 Kynar finished aluminum 6" half round gutter with spouting to grade.
15. Fabricate and install new .032 Kynar finished aluminum 7" box gutter with 4" aluminum spouting to grade.
16. Re-set the split system units and test for proper operation. The mechanical contractor will fasten the units to new 6" x 6" pressure treated wood.
17. Heat fuse walk-pads to the service side of each unit and at the roof hatch for reinforcement, as required by Polyglass.
18. All resulting debris from our operations will be cleaned-up and hauled from the premises daily.
19. Upon completion of our work, we will provide a Polyglass Twenty (20) year NDL labor and material warranty.

Commercial Application for Building Permit

APPLICANT INSTRUCTIONS: COMPLETE ALL PARTS OF THIS APPLICATION. A Commercial Building Permit Assistance Bulletin is available and or the Building Inspection Division can answer questions regarding the completion of this application. Additional Applications are required for Grading, Demolition, Swimming Pools, Signage, Plumbing, Mechanical and Electrical work. Applicants should also contact the following offices for additional requirements: Planning and Zoning, Engineering, Easton Utilities, State Fire Marshals Office, Environmental Health, Soil Conservation Services, Maryland Department of the Environment and State Highway Administration. This application must be accompanied by three sets of construction documents prepared by a registered design professional.

Revised Dec. 2023



Town of Easton
Building Inspection Division
14 S. Harrison St.
Easton, MD 21601
Phone: 410-822-2526
Fax: 410-822-8738

Office Use Only

Received Date ____ / ____ / ____

Building Permit Number ____

Total Permit Fees \$ ____

Part 1: Property Information

4/2/2025	Project Application Date	☐	Tax Map
40 East Dover Street, Easton, MD 21601	Project's Address	☐	Grid
Easton, MD 21601	Project's Subdivision (if any)	☐	Parcel
Easton, MD 21601	Project's City, State and Zip Code	☐	Lot
☐	Planned Redevelopment	☐	Zoning

Indicate if the Project is located within the Overlay District's below:

☐	Planned Redevelopment	☒	Historic	☐	Critical Area	☐	Planned Unit Development	☐	Planned Health Care
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Part 2: Owner - Tenant Information

Owner	
The Avalon Foundation	Name
40 E. Dover Street	Address
Easton, MD 21601	City, State and Zip Code
	Email Address and Phone Number
Tenant Information	
For a Multiple Occupancy Building provide tenants information by attaching additional sheets	
	Name
	Address
	City, State and Zip Code
	Email Address and Phone Number
	Occupied Square Footage

Part 3: Certification

The applicant hereby certifies by completing this application as follows: (1) "I am the owner of record of the named property, or that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as their agent." (2) "That the information contained in the application and construction documents is a full disclosure of the project." (3) "That the information contained in the application and construction documents is in compliance with all applicable covenants and or deed restrictions."

The applicant further certifies if a permit is issued as follows: (1) "That I will comply with all codes of the Town of Easton and the State of Maryland which are applicable thereto.", (2) "That I will perform no work on the above property not specifically in this application and construction documents." and (3) "That the Town Officials shall have the authority to enter areas covered by such permit to enforce the codes applicable to such permit."

Signature of Applicant

Printed Name of Applicant

Telephone Number

Email Address

Connection with Application

Mailing Address of Applicant

Part 4: Contractor Information

General Contractor

For Multiple Contractors, provide information by attaching additional sheets

Name
Address
City, State and Zip Code
Email Address and Phone Number
Contractor's or MHIC and/or MHBR License Numbers

Mechanical Contractor

For Multiple Contractors, provide information by attaching additional sheets

Name
Address
City, State and Zip Code
Email Address and Phone Number
Maryland HVACR License Number

Plumbing Contractor

For Multiple Contractors, provide information by attaching additional sheets

Name
Address
City, State and Zip Code
Email Address and Phone Number
Maryland, Talbot and/or Easton Plumbing License Number

Electrical Contractor

For Multiple Contractors, provide information by attaching additional sheets

Name
Address
City, State and Zip Code
Email Address and Phone Number
Talbot County Electrical Registration Number

Sprinkler Contractor

For Multiple Contractors, provide information by attaching additional sheets

Name
Address
City, State and Zip Code
Email Address and Phone Number
MHIC & Sprinkler License Number

Part 5: Permit Information

Upon receipt of the Building Permit the permit shall be posted on site and work covered by that permit may commence. Every permit issued shall become: invalid unless the work is commenced within 180 days after the permit's issuance or expired if the commenced work is suspended or abandoned for a period greater than 180 days from the last inspection. Validation of commencement shall be through required inspections and, suspension or abandonment shall be through periodic departmental inspections. All permits shall expire 630 days from the date of their issuance. The Code Official is authorized to grant, in writing, one or more extensions of time, for periods not exceeding 90 days each. All extension shall be requested in writing with justifiable cause demonstrated. One set of approved Construction Documents must be on site at all times.

It shall be the duty of the holder of the Building Permit or their duly authorized agent to: notify the Building Inspection Division when work is ready for inspection, to provide access to such work and means for the inspections of such work, for all required inspections. Inspection requests shall be made twenty-four hours in advance of the work being ready. Requested inspections will be made on the next available business day, prior to the end of business. Work shall not be done beyond the point indicated in each successive inspection without first obtaining the approval of the Building Inspection Division.

No building or structure shall be used or occupied, and no change in the existing occupancy classification of a building, structure or portion thereof shall be made until the Code Official has issued a Certificate of Occupancy. Prior to the issuance of a Certificate of Occupancy, the Building Inspection Division shall have received all required approval from the following offices: Planning and Zoning, Engineering, Easton Utilities, State Fire Marshals Office, Environmental Health, Soil Conservation Services, Maryland Department of the Environment and State Highway Administration. All required inspections for Building, Grading, Demolition, Swimming Pools, Signage, Plumbing, Mechanical and Electrical permits associated with the building structure or portion thereof shall have been approved. The Building Inspection Division shall also have received final reports from all third party inspection agencies for special inspections and a certified location survey plat.

Part 6: Square Footages by Floor for Classification of Work

Classification of Work	Basement	First	Second	Third	Fourth
New Construction or Addition					
Change of Occupancy					
Alteration Level 3					
Alteration Level 2					
Alteration Level 1					
Repairs					
Demolition					
Unaltered					
Total Building Floor					

Part 7: Building Information

Occupancy Design ☐ Single Occupancy ☐ Multiple Occupancies	Occupancy Separation ☐ Single Occupancy ☐ Non-Separated ☐ Separated	Fire Protection ☐ No Sprinklers ☐ Partially Sprinklered ☐ Fully Sprinklered	Number of Fire Areas ☐ Single Fire Area ☐ _____ Fire Areas
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Part 8: Square Footages by Floor for Occupancy Classification

Occupancy Classification	Basement	First	Second	Third	Fourth
Assembly					
Business					
Educational					
Factory and Industrial					
High Hazard					
Institutional					
Mercantile					
Residential					
Storage					
Utility and Miscellaneous					
Total Building Floor					

Part 9: Fire Resistance Rating for Building Elements

Complete Information for One Construction Type Only

Occupancy Classification	Structural Frame	Bearing Walls Exterior/Interior	Non-Bearing Walls Exterior/Interior	Floor Construction	Roof Construction
Type I - Noncombustible					
Type II - Noncombustible					
Type III - Noncombustible					
Type IV - Heavy Timber					
Type V - Combustible					

Part 10: Total Project Information

____ / ____ / ____ Estimated Start Date	____ / ____ / ____ Estimated Finish Date	\$ ____ Estimated Project Value	FEMA Flood Plain Y or N
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Manufacturer

Georgia-Pacific Gypsum Georgia-Pacific Canada
 133 Peachtree Street 2180 Meadowvale Boulevard, Suite 200
 Atlanta, GA 30303 Mississauga, ON L5N 5S3
 Technical Service Hotline: 1-800-225-6119

Description

DensDeck® Prime Roof Board has been enhanced to provide a broader compatibility and higher performance with roofing adhesives. Face mat enhancements allow adhesives to be applied more uniformly and consistently. In adhered, single ply membrane testing, enhanced DensDeck Prime demonstrated an average of 24% better bond than the original products, when using solvent based adhesives. (Average based on 60 sq.ft./gal coverage rates.)* Choose DensDeck Prime Roof Boards for adhered and self-adhered "peel & stick" roofing systems, as well as hot mopped, cold mastic and torch-applied modified bitumen roofs. Enhanced DensDeck Prime Roof Boards create a stronger and more economical installation by reducing the amounts of mastic or adhesive used and potentially eliminates the field primer. Consult with membrane manufacturer for actual priming requirements.

DensDeck Prime Roof Boards are the first and only fiberglass mat gypsum roof boards with a 90-day weather exposure limited warranty when applied vertically on a parapet wall.** (Limited to 1/2" and 5/8" products only.)

Primary Uses

Roof system manufacturers and designers have found DensDeck Prime Roof Board to be compatible with many types of roofing systems, including: modified asphalt, single-ply, metal systems, recover board, as well as an overlayment for polyisocyanurate and polystyrene insulation. DensDeck Prime Roof Board can also be used as a form board for poured gypsum concrete deck in roof applications as well as a substrate for spray foam roofing systems. 1/2" (12.7 mm) and 5/8" (15.9 mm) DensDeck Prime Roof Board may also be used in vertical applications as a backer board or liner for the roof side of parapet walls.

DensDeck Prime Roof Board may allow the bonding of cold mastic modified bitumen and torching directly to the surface. *Consult with the system manufacturer for recommendations on this application.*

DensDeck Prime Roof Board is the preferred substrate for vapor retarders.

Standards and Code Approvals

DensDeck Prime Roof Boards are manufactured to meet ASTM C1177 and have the following approvals:

- Florida Product Approved
- Miami-Dade County Product Control Approved

Recommendations and Limitations

DensDeck Prime Roof Boards are manufactured to act with a properly designed roof system following good roofing practices. The actual use of DensDeck Prime Roof Board as a roofing component in any system or assembly is the responsibility of the roofing system's design authority. Consult with the appropriate system manufacturer and/or design authority for system and assembly specifications and instructions on applying other products to DensDeck Prime Roof Board. Georgia-Pacific does not warrant and is not responsible for any systems or assemblies utilizing DensDeck Prime Roof Board or any component in such systems or assemblies other than DensDeck Prime Roof Board.

The need for a separator sheet between the DensDeck Prime Roof Board and the roofing membrane must be determined by the roof membrane manufacturer or roofing system designer.

* Testing was done in accordance with FM approvals 4470, Appendix C: Small Scale Tests, Membrane Delamination Tests for Roofing Membranes and Substrates Using Tensile Loading.

** For complete warranty details, visit www.DensDeck.com. (Limited to 1/2" and 5/8" products only.)

Confirm any priming requirements with the membrane manufacturer. When applying solvent-based adhesives or primers, allow sufficient time for the solvent to flash off to avoid damage to roofing components.

DensDeck Prime Roof Boards should not be subjected to abnormal or excessive loads or foot traffic, such as, but not limited to, use on plaza decks or under steel-wheeled equipment that may fracture or damage the panels. Provide suitable roofing system protection when required.

When using DensDeck Prime Roof Boards for hot-mopped applications, Georgia-Pacific recommends maximum asphalt application temperatures of 425°F (218°C) to 450°F (232°C). Application temperatures above these recommended temperatures may adversely affect roof system performance. Consult and follow the roofing system manufacturer's specifications for full mopping applications and temperature requirements.

When using DensDeck Prime Roof Board as a substrate for torch applications, ensure that the product is dry and that the proper torching technique is used. Limit the heat to the DensDeck Prime Roof Board. Maintain a majority of the torch flame directly on the roll.

Conditions beyond the control of Georgia-Pacific, such as weather conditions, dew, leaks, application temperatures and techniques may cause adverse effects with roofing systems.

Handling and Use—CAUTION

This product contains fiberglass facings which may cause skin irritation. Dust and fibers produced during the handling and installation of the product may cause skin, eye and respiratory tract irritation. Avoid breathing dust and minimize contact with skin and eyes. Wear long sleeve shirts, long pants and eye protection. Always maintain adequate ventilation. Use a dust mask or NIOSH/MSHA approved respirator as appropriate in dusty or poorly ventilated areas.

Moisture Management

DensDeck Prime Roof Boards, like other components used in roofing systems, must be protected from exposure to moisture before, during and after installation.

Remove the plastic packaging from all DensDeck Prime Roof Board immediately upon receipt of delivery. Failure to remove the plastic packaging may result in entrapment of condensation or moisture. DensDeck Prime Roof Board stored outside must be stored level and off the ground and protected by a breathable waterproof covering. Provide means for air circulation around and under stored bundles of DensDeck Prime Roof Board. DensDeck Prime Roof Board must be covered the same day as installed.

Avoid application of DensDeck Prime Roof Boards during rain, heavy fog and any other conditions that may deposit moisture on the surface, and avoid the overuse of non-vented, direct-fired heaters during winter months. When roofing systems are installed on new poured concrete or light weight concrete decks or when re-roofing over an existing concrete deck, a vapor barrier should be installed above the concrete to retard the migration of water from the concrete into the roof assembly. Always consult the roofing system manufacturer or design authority for specific instructions for applying other products to DensDeck Prime Roof Boards.

Moisture vapor movement by convection must be eliminated, and the flow of water by gravity through imperfections in the roof system must be controlled. After a leak has occurred, no condensation on the upper surface of the system should be tolerated, and the water introduced by the leak must be dissipated to the building interior in a minimum amount of time.

Although DensDeck Prime Roof Boards are engineered with fiberglass facings and high density gypsum cores, the presence of free moisture can have a detrimental effect on the performance of the product and the installation of roofing membranes. For example, hot asphalt applications can blister; torched modified bitumen may not properly bond; and adhesives for single ply membranes may not dry properly.

Submittal Approvals

Job Name _____
 Contractor _____
 Date _____

continued →

Stamps / Signatures

Moisture accumulation may also significantly decrease wind uplift and vertical pull resistance in the system or assembly. DensDeck® Prime Roof Boards containing excessive free moisture content may need to be evaluated for structural stability to assure wind uplift performance.

Fire Resistance Classifications

DensDeck Prime Roof Boards are excellent fire barriers over combustible and noncombustible roof decks, including steel decks.

UL 790 Classification. DensDeck Prime Roof Boards have been classified by Underwriters Laboratories LLC (UL) for use as a fire barrier over combustible and noncombustible decks in accordance with the ANSI/UL 790 test standard. The UL classification includes a comprehensive Class A, B or C rating. For additional information concerning the UL 790 classification, consult the UL Certification Directory.

UL 1256 Classification. DensDeck Prime Roof Boards have also been classified by UL in roof deck constructions for internal (under deck) fire exposure in accordance with the ANSI/UL 1256 Steiner Tunnel test. For additional information concerning the UL 1256 classification, consult the UL Certification Directory.

FM Class 1 Approvals. DensDeck Prime Roof Boards are included in numerous roofing assemblies with a Factory Mutual (FM) Class 1 fire rating. 1/4" (6.4 mm) DensDeck Prime Roof Boards have passed testing under the FM Calorimeter Standard 4450

and have been approved by FM as such for insulated steel deck roofs when installed according to the conditions identified by FM. For more information concerning FM Approvals and FM Class 1 assemblies with DensDeck Prime Roof Boards, consult FM or RoofNav®.

Type X. 5/8" (15.9 mm) DensDeck® Prime Fireguard® Roof Boards are manufactured to meet the "Type X" requirements of ASTM C1177 for increased fire resistance beyond regular gypsum board.

UL Fire Resistance Ratings. 5/8" (15.9 mm) DensDeck Prime Fireguard Roof Boards are designated as **Type DD** by UL and included in assembly designs investigated by UL for hourly fire resistance ratings. 5/8" (15.9 mm) DensDeck Prime Fireguard Roof Boards may also replace any unclassified 5/8" (15.9 mm) gypsum board in an assembly in the UL Fire Resistance Directory under the prefix "P".

Flame Spread and Smoke Developed. When tested in accordance with ASTM E84, DensDeck Prime Roof Boards had Flame Spread 0, Smoke Developed 0.

Wind Uplift

DensDeck Prime Roof Boards are included in numerous assemblies evaluated by FM or other independent laboratories for wind uplift performance. For information concerning such assemblies, please visit www.roofnav.com.

Physical Properties

Properties	1/4" (6.4 mm)	1/2" (12.7 mm)	5/8" (15.9 mm)
Thickness, nominal	1/4" (6.4 mm) ± 1/16" (1.6 mm)	1/2" (12.7 mm) ± 1/32" (.8 mm)	5/8" (15.9 mm) ± 1/32" (.8 mm)
Width, standard	4' (1219 mm) ± 1/8" (3 mm)	4' (1219 mm) ± 1/8" (3 mm)	4' (1219 mm) ± 1/8" (3 mm)
Length, standard	4' (1219 mm) and 8' (2438 mm) ± 1/4" (6.4 mm)	4' (1219 mm) and 8' (2438 mm) ± 1/4" (6.4 mm)	4' (1219 mm) and 8' (2438 mm) ± 1/4" (6.4 mm)
Weight, nominal, lbs./sq. ft. (Kg/m²)	1.2 (5.9)	2.0 (9.8)	2.5 (12.2)
Surfacing	Fiberglass mat with non-asphaltic coating	Fiberglass mat with non-asphaltic coating	Fiberglass mat with non-asphaltic coating
Flexural Strength¹, parallel, lbf. min. (N)	≥ 40 (178)	≥ 80 (356)	≥ 100 (444)
Flute Spanability²	2-5/8" (66.7 mm)	5" (127 mm)	8" (203 mm)
Permeance³, perms (ng/Pa·S·m²)	>30 (>1710)	>23 (>1300)	>17 (>970)
R Value⁴, ft²·°F·hr/BTU (m²·K/W)	.28	.56	.67
Linear Variation with Change in Temp., in/in °F (mm/mm/°C)	8.5 x 10⁻⁶ (15.3 x 10⁻⁶)	8.5 x 10⁻⁶ (15.3 x 10⁻⁶)	8.5 x 10⁻⁶ (15.3 x 10⁻⁶)
Linear Variation with Change in Moisture	6.25 x 10⁻⁵	6.25 x 10⁻⁵	6.25 x 10⁻⁵
Water Absorption⁵, % max	<10	<10	<10
Compressive Strength⁶, psi nominal	900	900	900
Surface Water Absorption, grams, nominal	<2.0	<2.0	<2.0
Flame Spread, Smoke Developed (ASTM E84)	0/0	0/0	0/0
Bending Radius	4' (1219 mm)	6' (1829 mm)	8' (2438 mm)

1. Tested in accordance with ASTM C473 method B.

2. Tested in accordance with ASTM E661.

3. Tested in accordance with ASTM E96 (dry cup method).

4. Tested in accordance with ASTM C518 (heat flow meter).

5. Specified values per ASTM C1177.

6. Tested in accordance with ASTM C473.



U.S.A. Georgia-Pacific Gypsum LLC
 Georgia-Pacific Gypsum III LLC
 Canada Georgia-Pacific Canada LP

SALES INFORMATION AND ORDER PLACEMENT

U.S.A. West: 1-800-824-7503
 Midwest: 1-800-876-4746
 South Central: 1-800-231-6060
 Southeast: 1-800-327-2344
 Northeast: 1-800-947-4497

CANADA Canada Toll Free: 1-800-387-6823
 Quebec Toll Free: 1-800-361-0486

TECHNICAL INFORMATION

U.S.A. and Canada: 1-800-225-6119, www.gpgypsum.com

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CAUTION For product fire, safety and use information, go to www.buildgp.com/safetyinfo or call 1-800-225-6119.

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ELASTOFLEX SA P POLAR CAP®

SELF-ADHERED LOW-TEMPERATURE SBS GRANULATED CAP SHEET

PRODUCT DESCRIPTION

Elastoflex SA P Polar Cap is a self-adhered, Styrene-Butadiene-Styrene (SBS) granulated cap sheet for use in low-slope roofing in low temperature conditions. Elastoflex SA P Polar Cap is manufactured using Polyglass' patented ADESO® Dual-Compound Self-Adhered Technology. With this technology, a "true" elastomeric compound is applied to the top of the membrane and a proprietary "low-temp", self-adhesive SBS compound is applied to the bottom. Elastoflex SA P Polar Cap is constructed with a high quality non-woven polyester reinforcement that provides flexibility and dimensional stability as well as excellent tear and puncture resistance.

The top surface of the Elastoflex SA P Polar Cap has a granular finish with black or white color options. Elastoflex SA P Polar Cap also features SEAllap® ULTRA, side lap with self-adhesive compound for an instant bond even at lower temperatures and FASTLap® granule free end lap. Each of these patented features provide for greater ease of application as well as improved long-term performance.

Elastoflex SA P Polar Cap can be used as part of a Polyglass warranted multi-ply system, when combined with Elastoflex SA V Polar Base to provide a cleaner application, improved application speed and removes the need for torches, hot asphalt or bonding adhesives on the job site.

TYPICAL APPLICATIONS

- Cap sheet and flashing membrane on standard new construction and reroofing applications.
- Self-adhered directly over an acceptable substrate or as part of a multi-ply system.
- Job sites with limited access for special installation equipment or where using a propane torch, hot asphalt or adhesives is undesirable.
- **Designed for cold weather applications: 25°F – 60°F (-4°C – 16°C)**

FEATURES AND BENEFITS

- Formulated with "low-temp" self-adhesive compound for cold weather climates, extends self-adhered roofing season.
- Long-term adhesion and application to multiple substrates and base/interply membranes.
- Non-woven polyester mat delivers excellent tear and puncture resistance.
- FASTLap granule free end lap provides faster, stronger seams.
- SEAllap ULTRA granule free selvage edge with low-temp self-adhesive compound for an immediate, long-term monolithic seam.

TECHNICAL DESCRIPTION

Physical Properties	ASTM Method	ASTM Value	Typical Performance
Peak Load at 0°F [-18°C]	D5147	70 lbf/in (12.3 kN/m)	140 [24.5] - MD 93 [16.3] - XMD
Elongation at Peak Load at 0°F [-18°C]	D5147	20%	50% - MD 62% - XMD
Peak Load at 73°F [23°C]	D5147	50 lbf/in (8.8 kN/m)	96 [16.8] - MD 72 [12.6] - XMD
Elongation at Peak Load at 73°F [23°C]	D5147	35%	47% - MD 58% - XMD
Ultimate Elongation at 73°F [23°C]	D5147	38%	58% - MD 71% - XMD
Tear Strength at 73°F [23°C]	D5147	55 lbf [246 N]	138 [614] - MD 98 [436] - XMD
Dimensional Stability (maximum)	D5147	1%	0.0% - MD 0.0% - XMD
Low Temperature Flexibility (maximum)	D5147	0°F [-18°C]	pass
Adhesion to Plywood (min at 25°F)	D1970		31.5
Adhesion to Plywood (min at 40°F)	D1970	2.0 lbf/ft	30.3
Waterproof integrity of Lap Seam	D1970	pass	pass
Sealability around Nail	D5147	pass	pass
Granule Embedment (maximum loss)	D5147	2 g	1 g

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Edition Date: 10/24 • Doc# Elastoflex SA P Polar Cap



PRODUCT DATA**

Net Coverage (Approx)..... 100 ft² (9.3 m²)
Weight (Approx) 95 lbs (43 kg)
Thickness (Nominal) 140 mils (3.5 mm)
Roll Size 32'10" x 39 3/8" (10 m x 1 m)
Rolls/Pallet..... 25

** All values are nominal at time of manufacturing

APPLICABLE STANDARDS

- ASTM D6164, Type I, Grade G
- UL Classified



PRODUCT CODES

- ESAPC35BLQ
- ESAPC35WHQ

POLYGLASS®
MAPEI GROUP
www.polyglass.us

ELASTOFLEX SA P POLAR CAP®

SELF-ADHERED LOW-TEMPERATURE SBS GRANULATED CAP SHEET

APPLICATION INSTRUCTIONS

Elastoflex SA P Polar Cap is intended to be used as the primary weathering surface in new or re-roof applications. Elastoflex SA P Polar Cap is to be applied as the uppermost layer of a multi-ply roof system over a compatible Polyglass base and/or interply membrane. Elastoflex SA P Polar Cap may also be applied directly to approved wood deck substrates of non-occupied spaces such as carports, sheds, canopies, etc. For additional substrate requirements and information refer to "Suitable Substrates for Self-Adhered Membranes" Polyglass Technical Bulletin.

- Apply Elastoflex SA P Polar Cap membrane only in dry weather and **when air and surface temperatures are between 25°F (-4°C) and 60°F (16°C).**
- Apply over clean, dry, dust and debris-free substrates. Prime required substrates prior to application with PG 100 Fast-Drying Asphalt Primer or alternative ASTM D41 primers as approved by Polyglass.
- When re-roofing, remove all prior roofing materials down to a clean debris-free substrate and properly close-off all abandoned roof penetrations.
- Concrete or steel decks shall be designed with proper expansion devices.
- Wood decks shall have all joints blocked and properly supported.
- Ensure the installation of Elastoflex SA P Polar Cap does not prevent the ventilation of existing construction.
- Do not apply over shingles or other granulated surface.
- While installing Elastoflex SA P Polar Cap:
 1. Start at the low point of the roof.
 2. Unroll the material and allow to relax.
 3. Start by removing the first 18–24" of release film.
 4. Press the membrane into place with firm and even pressure. Roll the edges with a silicone hand roller to ensure complete adhesion.
 5. Gradually remove the remaining release film applying pressure from the center to the edges as you go.
 6. Position successive rolls providing a minimum 6" end lap and 3" side lap. Laps can be sealed for additional water tightness with a hot air welder.
 7. Intermittent rolling is recommended with a 75# splitface linoleum roller. Take care on sloped roofs by securing the roller and applicator with the appropriate safety equipment. Intermittent rolling is recommended.
- Details and flashing may be installed using Elastoflex SA P Polar Cap with a hot air welder or with PG 500 Roof Cement. Check project details for proper installation requirements.
- For detailed drawings and recommended installation procedures of typical roof segments, such as drip edge and T-joint conditions, please refer to our website at, www.polyglass.us

MANUFACTURING FACILITIES

- Fernley, NV
- Hazleton, PA
- Waco, TX
- Winter Haven, FL

CORPORATE HEADQUARTERS

Polyglass U.S.A., Inc.
1111 West Newport Center Drive
Deerfield Beach, FL 33442

www.polyglass.us

General Line: (888) 410-1375

(954) 233-1330

Customer Service: (800) 222-9782

Technical Service: (866) 794-9659

Questions? technical@polyglass.com

Product Disclaimer: Unless otherwise incorporated into or part of a supplemental manufacturer's warranty, Polyglass warrants its product(s) against manufacturing defects in its product that directly results in leakage for a period of 5 years.

Refer to safety data sheet (SDS) for specific data and handling of our products. All data furnished refers to standard production and is given in good faith within the applicable manufacturing and testing tolerances.

Polyglass U.S.A., Inc., reserves the right to improve and change its products at any time without prior notice. Polyglass U.S.A., Inc. cannot be held responsible for the use of its products under conditions beyond its own control. For most current product data and warranty information, visit www.polyglass.us



www.polyglass.us

ELASTOFLEX SA V POLAR BASE®

SELF-ADHERED LOW-TEMPERATURE SBS ROOF MEMBRANE

PRODUCT DESCRIPTION

Elastoflex SA V Polar Base membrane is a self-adhered, elastomeric base ply low-slope roofing product designed for colder weather applications. It is manufactured using patented ADESO® Dual-Compound Self-Adhered Technology, whereby a "true" Styrene-Butadiene-Styrene (SBS) modified asphalt compound is applied on the top layer and an aggressive self-adhesive compound is applied on the bottom layer. Elastoflex SA V Polar Base membrane is built with a high performance reinforced fiberglass mat to ensure excellent dimensional stability.

When used in conjunction with Elastoflex SA P Polar Cap or other approved SA cap sheet, Elastoflex SA V Polar Base provides cleaner application, improves the application speed and removes the need for torches, hot asphalt or bonding adhesives on the job site.

Elastoflex SA V Polar Base membrane is finished with polyolefin film with laylines on the top surface and a split release film on the bottom surface.

TYPICAL APPLICATIONS

- Designed for cold weather applications; 25°F – 60°F (-4°C – 16°C)
- Applications include new construction, re-roofing, and BUR repair installation
- Base or interply for most multi-ply systems
- Base or interply for self-adhered and torch systems

FEATURES AND BENEFITS

- Excellent long-term adhesion and application to multiple substrates and base plies
- Exceptional physical properties and long-term weathering performance
- Low temp flexibility and dimensional stability
- Suitable for cold weather climates, extends self-adhered roofing season

TECHNICAL DESCRIPTION

Physical Properties	ASTM Method	ASTM Value	Typical Performance
Peak Load at 0°F (-18°C)	D5147	70 lbf/in (12.3 kN/m)	99 (17.3) - MD 83 (14.5) - XMD
Elongation at Peak Load at 0°F (-18°C)	D5147	20%	5% - MD 4% - XMD
Peak Load at 73°F (23°C)	D5147	50 lbf/in (8.8 kN/m)	64 (11.2) - MD 54 (9.5) - XMD
Elongation at Peak Load at 73°F (23°C)	D5147	35%	3% - MD 3% - XMD
Ultimate Elongation at 73°F (23°C)	D5147	38%	34% - MD 35% - XMD
Tear Strength at 73°F (23°C)	D5147	55 lbf (246 N)	72 (320) - MD 73 (324) - XMD
Dimensional Stability (maximum)	D5147	1%	0.0% - MD 0.0% - XMD
Low Temperature Flexibility (maximum)	D5147	0°F (-18°C)	pass
Adhesion to Plywood (min at 25°F)	D1970		44.6
Adhesion to Plywood (min at 40°F)	D1970	2.0 lbf/ft	33.4
Waterproof integrity of Lap Seam	D1970	pass	pass
Sealability around Nail	D5147	pass	pass



PRODUCT DATA**

Net Coverage (Approx) ...200 ft² (18.5 m²)
Weight (Approx) 95 lbs (43 kg)
Thickness (Nominal) 80 mils (2.0 mm)
Roll Size 65'8" × 39 3/8" (20 m × 1 m)
Rolls/Pallet 25

** All values are nominal at time of manufacturing

APPLICABLE STANDARDS

- ASTM D1970; ASTM D6163, Table 2
- UL Classified



PRODUCT CODES

- EFPB20SAQ

ELASTOFLEX SA V POLAR BASE®

SELF-ADHERED LOW-TEMPERATURE SBS ROOF MEMBRANE

APPLICATION INSTRUCTIONS

Elastoflex SA V Polar Base is intended to be used as a base sheet or interply for new or re-roof low-slope applications when applied to acceptable insulations and/or coverboards for commercial and residential structures. Elastoflex SA V Polar Base may also be applied directly to approved wood deck substrates of non-occupied spaces such as carports, sheds, canopies, etc. For additional substrate requirements and information refer to Polyglass published acceptable substrate list.

- Apply Elastoflex SA V Polar Base membrane only in dry weather and **when air and surface temperatures are between 25°F (-4°C) and 60°F (16°C).**
- Apply over clean, dry, dust and debris-free substrates. Prime concrete decks prior to application with PG 100 Asphalt Primer.
- When re-roofing, remove all prior roofing materials down to a clean debris-free substrate and properly close-off all abandoned roof penetrations.
- Concrete or steel decks shall be designed with proper expansion devices.
- Wood decks shall be properly supported by the structural framing.
- Ensure the installation of Elastoflex SA V Polar Base does not prevent the ventilation of existing construction.
- Do not apply directly to shingles or other granulated surface roof systems.
- While installing Elastoflex SA V Polar Base:
 1. Start at the low point of the roof.
 2. Unroll the material and allow to relax.
 3. Start by removing the first 18–24" of release film.
 4. Press the membrane into place with firm and even pressure. Roll the edges with a silicone hand roller to ensure complete adhesion.
 5. Gradually remove the remaining release film applying pressure from the center to the edges as you go.
 6. Position successive rolls providing a minimum 6" end lap and 3" side lap. Laps can be sealed for additional water tightness with a hot air welder.
 7. Roll with a 75# split-face linoleum roller. Take care on sloped roofs by securing the roller and applicator with the appropriate safety equipment. Intermittent rolling is recommended.

Details and flashing may be installed using Elastoflex SA V Polar Base with a hot air welder or with PG 500 Roof Cement. Check project details for proper installation requirements.

MANUFACTURING FACILITIES

- Fernley, NV
- Hazleton, PA
- Waco, TX
- Winter Haven, FL

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Refer to safety data sheet (SDS) for specific data and handling of our products. All data furnished refers to standard production and is given in good faith within the applicable manufacturing and testing tolerances.

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www.polyglass.us



























Items of Routine Maintenance within the Historic District

Article VI of the Zoning Ordinance permits maintenance that does not alter the fabric or features of any structure within the Historic District, to be conducted without a Certificate of Appropriateness. Items that are considered routine maintenance are determined by Planning and Zoning Staff and must be consistent with the Easton Historic District Design Guidelines. This list is not intended to be exhaustive and other items may be considered routine maintenance by staff. Certain items that are considered routine maintenance on a non-contributing structure may not be considered routine maintenance on a contributing structure.

Historic District Commission Review is not Required for the Following Items

Masonry

- Cleaning masonry using low-pressure water washing and soft natural bristle brushes.
- Painting brick that has historically been painted.
- In-kind chimney flashing replacement.
- Graffiti removal using gentle non-abrasive methods
- Repointing deteriorated mortar joints with mortar matching the existing in terms of hardness, strength, color, and aggregate size.

Woodwork (*Also See Doors and Windows*)

- Paint or re-paint (*Note* The HDC does not have jurisdiction over the color of painted surfaces*)
- Paint removal through scraping or hand sanding
- Repair minor deterioration to wood siding using wood consolidant or filler
- Replace individual deteriorated wood siding boards in-kind
- Reattach loose or fallen wooden siding, soffit, trim, or fascia

- Applying caulk at wood joints or seams

Windows

- Replace broken glass panes
- Repair or replace storm windows (must have clear untinted glass)
- Repair or replace window hardware (ie; locks, latches, or hinges)
- Replace weather stripping

Roofing

- Re-seal flat membrane roofs
- Paint metal roofs (except copper)
- Re-attach gutters and downspouts
- Seal cracks or gaps in gutters with a silicone sealant
- In-kind, minor asphalt shingle replacement (i.e. replacing an individual shingle that has blown off)
- In-kind replacement of flashing

Siding

- Re-attach loose siding
- Temporarily removing individual pieces of siding for investigative purposes
- In-kind replacement of up to 15% of the non-historic siding on any wall (vinyl, asbestos, aluminum, fiber cement).

Doors

- Replace or apply weather stripping
- Replace existing stormdoor
- Replace hinges
- Replace broken glass panes

Porches

- In-kind replacement of up to 25% of the existing decking (excludes masonry)

- In-kind replacement of up to 25% the existing ceiling
- In-kind replacement of up to 25% the existing guards, handrails, or balusters.
- In-kind replacement of existing handrails and guards
- Replace screen
- In-kind replacement of individual stair treads

Landscaping

- Pruning and maintaining trees and shrubs to ensure their health and appearance.
- Removing trees that do not exceed 10" in diameter at breast height
- Planting of trees, shrubs, flowers, or grass

Site Features

- In-kind fence replacements of up to 25% of the total linear feet of existing fencing on the property
- Seal, repair, or overlay existing asphalt driveways
- Replacing an existing asphalt, or concrete residential driveway with brick
- Replacing an existing gravel residential driveway with concrete, asphalt, or brick
- Removing antennas, satellite dishes, utility meters, or cables
- In-kind replacement of an HVAC unit when the existing unit is located on a non-visible facade.



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

Monday, April 14, 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/Town%20of%20Easton%20Agenda%20and%20Minutes)
[eastonmd.gov](https://www.eastonmd.gov)

Attendance:

Commission Members:

Ernest Demby, Chairperson
Maria Brophy, Vice Chairperson
Emily Carey
Joshua Startt
Michael Stuart

Staff:

Miguel Salinas, Planning and Zoning Director
Nicholas Johnson AICP, Town Planner (Current)
Tom Diem, Building Code Official
Samantha Smith, Administrative Specialist

Absent:

Commission Members:

Kevin Bateman

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 April 14, 2025 Agenda Summary.
Commissioner Stuart seconded the motion.**

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

3. Old Business —

a. File No.: 2025 - 1378 / HD 25 - 03
Applicant: Eric Vance

Location: 210 Brookletts Avenue, Easton, MD 21601
Tax Map 0105, Grid 00EA, Parcel 2141
Zoning: R-10A

Request: The Applicant is seeking to demolish the existing historic 600 square foot outbuilding/garage, and to construct a new 896 square foot garage within the footprint of where the garage currently exists. The footprint will be expanded to 28' x 32' with a wall height of 18.75 feet, and a roof pitch of 7:12. The new garage will have Hardie® Shingle siding, wooden doors, wooden sash windows, an asphalt shingle roof to match the existing primary structure, and half-round gutters with round downspouts. This is a contributing structure to the Historic District, and the Easton Historic District Survey notes that the existing garage is historic.

Background: This project first came before the Commission on February 24, 2025 with a proposal to renovate the existing garage with 296 square feet of additional floor area. The application was tabled pending further detail regarding the garage height and additional items of clarification from the acting Agent/Applicant. On March 10, 2025 the project returned before the Commission with the homeowner now acting as the Applicant. The request was once again tabled pending the submission of formal elevations, and the completion of a site visit to evaluate the condition of the existing structure. On March 11, 2025 the Commission conducted a site visit in which they identified multiple structural issues with the existing garage.

Historic District Guideline references:

- i. *Guideline 1. Preserve Significant Historic Features*
- ii. *Guideline 10. Preserve Historic Outbuildings*
- iii. *Guideline 11. Erect New Outbuildings Sensitively*

Staff Presentation:

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

Applicant Presentation:

Eric Vance

Public Comment — None

Public Comment Written — None

Commissioner Stuart moved to approve the application as submitted. Commissioner Carey seconded the motion. The Commission indicated that a roof pitch of 6:12 may be permitted.

Vote	4 - 0 - 1 - 1
FOR:	4 - Brophy, Carey, Startt, Stuart

AGAINST: 0
ABSTAIN: 1 - Demby
ABSENT: 1 - Bateman

b. 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 various exterior alterations including the replacement of the existing square porch posts with new wood turned posts, the replacement of the existing railing and balusters with a more decorative design, and the replacement of the windows located under the roof eave with new aluminum-clad wood windows. 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. On March 10, 2025, the Commission granted a Certificate of Appropriateness via a 5 - 0 vote for other exterior alterations to the rear addition including the installation of new fiber cement siding, a standing seam metal roof replacement, the installation of 6" half round gutters and the removal of parging from the chimney.

Historic District Guideline references:

- i. *Guideline 64. Preserve Historic Porches*
- ii. *Guideline 65. Make Sensitive Replacements (Porches)*
- iii. *Guideline 89. Maintain Historic Windows*
- iv. *Appendix B.2 Common Substitute Materials (Aluminum and Aluminum-Clad (Windows))*

Staff Presentation:

Nicholas Johnson AICP, Town Planner - Current

Applicant Presentation:

None

Public Comment — None

Public Comment Written — None

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

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

4. New Business —

- a. **File No.:** 2025 - 1419 / HD 25 - 22
Applicant: Mid-Shore Exteriors LLC
Location: 38 S. Aurora Street, Easton, MD 21601
Tax Map 0104, Grid 00EA, Parcel 1566
Zoning: R-7A

Request: The Applicant is requesting to remove and replace the existing asphalt shingle porch roof with a new self-adhering membrane roof. The existing gutters and trim will not be replaced. This is a contributing structure to the Historic District.

Background: On March 24, 2025, the Commission granted a Certificate of Appropriateness (application 2025 - 1416 / HD 25 - 20) for the replacement of the windows on the historic commercial storefront of the structure.

Historic District Guideline references:

- i. *Guideline 68. Maintain Historic Roof Shape*
- ii. *Guideline 69. Perform Regular Roof Maintenance*
- iii. *Guideline 70. Roof Material*

Staff Presentation:

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

Applicant Presentation:

None

Public Comment:

Jay Corvan

Public Comment Written — None

Vice Chairperson Brophy moved to table the application pending further discussion on the visibility of the roof, and additional information on the installation of the new roof material. Commissioner Carey seconded the motion.

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

b. File No.: 2025 - 1428 / HD 25 - 27
Applicant: LFB Investments LLC
% Luciana Lopes Rocha
Location: 105 W. Glenwood Avenue, Easton, MD 21601
Tax Map 0104, Grid 00EA, Parcel 1321
Zoning: CB

Request: The Applicant is seeking to renovate and expand the existing structure with a 35 square foot addition to be constructed within the footprint of an existing recessed side porch. The Applicant is also requesting various exterior alterations including the infill of vinyl siding on the new structure to match the new structure, the replacement of 12 windows (10 side facing and 2 front facing) with new composite and vinyl clad-wood windows, a new six-panel steel door to be installed in the location of an existing window, a new HVAC system, and the removal of a roof-mounted satellite dish. This is a contributing structure to the Historic District.

Historic District Guideline references:

- i. *Guideline 1. Preserve Significant Historic Features*
- ii. *Guideline 3. Make Sensitive Replacements*
- iii. *Guideline 44. Adding New Doors*
- iv. *Guideline 48. HVAC*
- v. *Guideline 78. Substitute Materials for Siding*
- vi. *Guideline 87. Satellite Dishes*
- vii. *Guideline 89. Maintain Historic Windows*
- viii. *Guideline 90. Make Sensitive Replacements*
- ix. *Appendix B.2 Common Substitute Materials*

Staff Presentation:

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

Applicant Presentation:

Luciana Lopes Rocha

Public Comment — None

Public Comment Written — None

Vice Chairperson Brophy moved to table the application subject to the conduction of a site visit to determine the condition of the existing siding, and the submission of more detailed plans. Commissioner Carey seconded the motion.

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

5. Discussion Item —

- a. Pattern Books and Design Guidelines — Mr. Jay Corvan was present to introduce the concept of an architectural pattern book, and to seek the Commission's feedback on the implementation of one. On March 20, 2025 the The Town of Easton Planning Commission held a similar discussion, in which they expressed concerns regarding the lack of emphasis on design creativity, and the inadequacy of pattern books in addressing the planning concepts of the Comprehensive Plan. In lieu of an overall community plan, the Planning Commission indicated their interest in seeing examples of how a pattern book could be incorporated on specific corridors of Easton such as the Historic District.

Mr. Corvan discussed how pattern books as a design tool can help to establish community character guidelines and streamline the development process. Additionally, Mr. Corvan touched on form-based zoning, and how pattern books can offer guidance on preferred architectural styles and building types within the Historic District. The Commission indicated that a pattern book would be more appropriate for commercial corridors outside of the Historic District; suggesting that any pattern book for those areas should not conflict with the existing Historic District guidelines.

6. Decision Summary Review —

Vice Chairperson Brophy moved to approve the March 24, 2025 Decision Summary. Commissioner Carey seconded the motion.

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

279 **7. Administrative Approval**

280
281 **a. File No.:** 2025 - 1425 / HD 25 - 26

282 **Applicant:** Mid-Shore Exteriors

283 **Location:** 417 August Street, Easton, MD 21601

284 Tax Map 0103, Grid 00EA, Parcel 1082

285 **Zoning:** R-7A

286
287 **Request:** The Applicant is requesting approval for an in-kind asphalt shingle
288 roof replacement. Given that the request complies with §28-601.E.4.d of the
289 Town of Easton Zoning Ordinance and the Easton Historic District Design
290 Guidelines, the application may be administratively approved subject to the
291 following condition:

- 292
293 1. Any existing trim, fascia, soffit and gutters shall remain.

294
295 This is a contributing structure to the Historic District.

296
297 Historic District Guideline references:

- 298 i. *Guideline 68. Maintain Historic Roof Shape*
299 ii. *Guideline 70. Roof Material*

300
301
302 **8. Consent Docket** — None

303
304
305 **9. Adjournment** — Vice Chairperson Brophy moved to adjourn. Commissioner Stuart
306 seconded the motion. The meeting was adjourned at 7:39 p.m.