



**Town of Easton Historic District Commission
Final 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](http://eastonmd.gov)
 [\(eastonmd.gov\)](http://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.**

<u>Vote</u>	<u>5 - 0 - 1</u>
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

7. Administrative Approval

- a. File No.:** 2025 - 1425 / HD 25 - 26
Applicant: Mid-Shore Exteriors
Location: 417 August Street, Easton, MD 21601
Tax Map 0103, Grid 00EA, Parcel 1082
Zoning: R-7A

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

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

This is a contributing structure to the Historic District.

Historic District Guideline references:

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

8. Consent Docket — None

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