



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

Monday, April 28, 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

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
Michael Stuart

- 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 28, 2025 Agenda Summary.
Commissioner Startt seconded the motion.**

Vote	4 - 0 - 2
FOR:	4 - Demby, Brophy, Carey, Startt
AGAINST:	0
ABSTAIN:	0
ABSENT:	2 - Bateman, Stuart

- 3. Old 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: This application was initially reviewed by 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, and had additional questions about the installation process for this material; noting that it is not commonly used within the Historic District. The application was subsequently tabled in order to allow the Applicant to address the Commission's concerns.

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:

Willis McGill, BayShore Realty 114 LLC

Public Comment — None

Public Comment Written — None

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

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

4. New Business —

a. **File No.:** 2025 - 1432 / HD 25 - 38
Applicant: The F.A. Taylor Company
Location: 40 E. Dover Street, Easton, MD 21601
Tax Map 0104, Grid 0000, Parcel 1224
Zoning: CB

Request: The Applicant is proposing various alterations to the flat roof including the installation of a new roof hatch, the installation of new coping and flashing on the parapet walls, flashing of all curbs and skylights, the installation of new box style gutters on the southern alley facing elevation, and a new flat roof material. This is a contributing structure to the Historic District, and is listed on the Maryland Register of Historic Places.

Historic District Guideline references:

- i. *Guideline 68. Maintain Historic Roof Shape*
- ii. *Guideline 69. Perform Regular Roof Maintenance*
- iii. *Guideline 70. Roof Material*
- iv. *Guideline 71. Roof Appurtenances*
- v. *Guideline 72. Maintain Historic Gutters and Downspouts*
- vi. *Guideline 73. Replace Historic Gutters and Downspouts In-Kind*
- vii. *Guideline 74. Maintain Historic Parapets*
- viii. *Guideline 75. Repair or Replace the Historic Parapets*

Staff Presentation:

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

Applicant Presentation:

Matt Taylor, The F.A. Taylor Company
Al Bond, Executive Director of the Avalon Foundation

Public Comment — None

Public Comment Written — None

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

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

5. Discussion Item —

- a. Continued Discussion on Property Maintenance — At their March 10, 2025 meeting, the Commission reviewed a preliminary list of routine maintenance items within the Historic District that would be exempt from requiring a Certificate of Appropriateness. Following that discussion, Staff has since revised the Items of Routine Maintenance list, and is now seeking the Commission's feedback on the first draft. Changes to the draft list include the addition of more stringent language for in-kind minor asphalt shingle roof replacements (i.e. replacing an individual shingle), additional language in the masonry section to include the repointing of mortar joints, and added language to the porch section for the in-kind replacement of individual stair treads.

The Commission made the following recommendations to list of Routine Maintenance items:

- i. *Siding: Strike "...of up to 15%" to be replaced with "(i.e. replacement of an individual panel)" for in-kind replacements (Excluding vinyl siding).*
 - ii. *Landscaping: Add language to the pruning section to read "...ensure their health and appearance so as not to encroach on the public right-of-way".*
 - iii. *Porches: Remove the phrase "...of up to 25%" concerning the threshold for in-kind replacement of existing decking, ceiling, guards, handrails, and balusters (Wooden components only).*
- b. Meeting Notice — The Monday, May 26, 2025 (Meeting 2) Historic District Commission meeting has been canceled. The next regularly scheduled Historic District meeting will be held on Monday, June 09, 2025 (Meeting 1) and Monday, June 23, 2025 (Meeting 2). The agenda for those meetings will be posted at a later date.

6. Decision Summary Review —

Vice Chairperson Brophy moved to approve the April 14, 2025 Decision Summary. Commissioner Carey seconded the motion.

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

7. Administrative Approval — None

8. Consent Docket — None

9. Adjournment — Vice Chairperson Brophy moved to adjourn. Commissioner Carey seconded the motion. The meeting was adjourned at 6:37 p.m.