



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

Monday, May 12, 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)
[\(eastonmd.gov\)](https://www.eastonmd.gov)

Attendance:

Commission Members:

Ernest Demby, Chairperson
Maria Brophy, Vice Chairperson
Kevin Bateman
Emily Carey
Joshua Startt

Staff:

Miguel Salinas, Planning and Zoning Director
Tom Diem, Building Code Official
Samantha Smith, Administrative Specialist

Absent:

Commission Members:

Michael Stuart

Staff:

Nicholas Johnson AICP, Town Planner (Current)

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

2. Agenda Summary Review —

- a. May 12, 2025 - The Commission noted the following correction to the agenda:
 - i. Item 4b.: Correction to Applicant Name: *Rauch Inc.*

Vice Chairperson Brophy moved to approve the May 12, 2025 Agenda Summary with the proposed amendment. Commissioner Carey seconded the motion.

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

ABSENT: 1 - Stuart

3. Old Business —

- a. **File No.:** 2023 - 0924 / HD 25 - 50
Applicant: 4 North LLC
Location: 4 N. Washington Street, Easton, MD 21601
Tax Map 0103, Grid 00EA, Parcel 1217
Zoning: CB

Request: The Applicant is proposing various alterations to the Dover Street and Washington Street facades of this structure. Four (4) second-floor windows on the North Washington Street facade will be replaced with new clad wood windows. The installation of these windows will include infilling 10 inches of space using 4-inch and 6-inch trim boards. A small second floor addition will be constructed on the Dover Street facade. This addition will be set back from the front façade, and will be constructed of fiber cement siding with a TPO roof. This is a contributing structure to the Historic District, and is listed on the Maryland Inventory of Historic Places.

Background: On May 8, 2023 the Historic District Commission granted a Certificate of Appropriateness for various alterations to the Dover Street storefront, and the installation of new windows on the East façade with the condition that the muntin on the new windows shall be SDL. On April 8, 2024 the Commission granted approval for the replacement of the existing metal siding with fiber-cement siding, the infill of the first floor window opening facing the east alley facade, and the replacement of the existing flat roofing with the determination that membrane or metal roof shall be an appropriate replacement material. The applicant has since indicated that membrane will be the material installed. On May 22, 2024, the Commission approved further modifications to the East alley façade. These modifications include filling an existing doorway with brick, adding two new doors, adding brick infill to the transom, and installing new second-floor windows. On July 8, 2024, the Commission approved the replacement of a deteriorated brick wall section on the alley-facing façade with fiber cement board and batten siding.

Historic District Guideline references:

- i. *Guideline 1. Preserve Significant Historic Features*
- ii. *Guideline 2. Repair Rather than Replace*
- iii. *Guideline 3. Make Sensitive Replacements*
- iv. *Guideline 79. Fiber Cement Siding*
- v. *Guideline 89. Maintain Historic Windows*
- vi. *Guideline 90. Make Sensitive Replacements (Windows)*
- vii. *Guideline 93. Sills, Lintels, and Frames*
- viii. *Guideline 102. Rooftop Additions*

- ix. *Guideline 103. Materials*
- x. *Appendix B.2 Common Substitute Materials (Windows)*

Staff Presentation:

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

Applicant Presentation:

Jim Carr

Public Comment — None

Public Comment Written — None

Vice Chairperson Brophy moved to approve the application subject to the following conditions:

1. **The new windows shall have decorative panes which match the pattern found on the existing windows.**
2. **The existing window sills shall remain.**
3. **The new windows shall have the appearance of true divided light.**
4. **The fiber cement siding shall be smooth and joints must be randomly staggered to avoid a “stair step” appearance. Joints must be avoided in areas with spans of less than 12 feet in length.**

Commissioner Bateman seconded the motion.

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

4. New Business —

- a. **File No.:** 2025 - 1440 / HD 25 - 30
Applicant: Gant & Associates
Location: 31 S. Aurora Street, Easton, MD 21601
 Tax Map 0104, Grid 0000, Parcel 1563
Zoning: R-7A

Request: The Applicant is proposing to construct a 10’ by 20’ rear deck using pressure-treated lumber. The new deck will include two steps; one leading from the back door, and another connecting the deck to a brick landing. This is a contributing structure to the Historic District.

Background: On August 14, 2023 the Commission granted a Certificate of Appropriateness (application 2023 - 0995) for substantial renovations to the structure including the restoration of the original wooden lap siding, the installation of a new asphalt shingle roof, infilling portions of the brick foundation, and the construction of a new second floor addition. On December 23, 2024, the Commission granted approval for the installation of awning windows, new porch railings, half-round gutters, and the construction of a privacy fence (application 2024 - 1356). This structure was condemned by the Town in 2011 and in 2021. A demolition order was sent to the previous property owner in 2013.

Historic District Guideline references:
i. Guideline 67. New Rear Decks and Patios

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

Applicant Presentation:
Kurt Gant, Gant & Associates

Public Comment — None
Public Comment Written — None

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

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

- b. File No.:** 2025 - 1442 / HD 25 - 32
Applicant: Rauch Inc.
Location: 300 Talbot Street, Easton, MD 21601
Tax Map 0104, Grid 00EA, Parcel 1874
Zoning: CG

Request: The Applicant is seeking approval for multiple exterior alterations including the in-kind replacement of all exterior doors, the installation of nine (9) low-profile Velux skylights, and the replacement of two (2) rooftop HVAC units. This is a non contributing structure to the Historic District.

Historic District Guideline references:

- i. *Guideline 42. Make Sensitive Replacements (Doors)*
- ii. *Guideline 43. Restore Missing or Inappropriately Altered Doors*
- iii. *Guideline 48. HVAC*
- iv. *Guideline 50. Maximize Daylight*
- v. *Guideline 71. Roof Appurtenances*
- vi. *Appendix B.2. Common Substitute Materials (Metal Doors)*

Staff Presentation:

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

Applicant Presentation:

Ben VanNest, Rauch Inc.
Virginia Richardson, Rauch Inc.

Public Comment — None

Public Comment Written — None

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

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

- c. **File No.:** 2025 - 1441 / HD 25 - 31
Applicant: 128 S. West Street LLC
Location: 128 S. West Street, Easton, MD 21601
Tax Map 0104, Grid 00EA, Parcel 1990
Zoning: CB

Request: The Applicant is seeking approval for significant restoration work to the principal structure at 128 S. West Street. Renovations of the structure include repointing of the existing masonry, the installation of new 6/6 windows, a new architectural asphalt shingle roof, a new wooden side entry door and restoration of the front door, and the construction of a new second-story addition to the rear of the building (Phase 1). The Applicant is also proposing to construct

a new auxiliary structure composed of Fiber Cement siding, wooden windows, a wooden door, and an architectural asphalt shingle roof (Phase 2). The design of the new auxiliary structure is reminiscent of a small historical structure once previously located on the property. The principal structure is a contributing structure to the Historic District.

Background: On January 11, 2021 the Commission granted a Certificate of Appropriateness for Phase 1 of the project (application 2020 - 0367). Subsequent to the subdivision of the lot (Phase 3), the Commission granted a Certificate of Appropriateness on July 11, 2022 for Phases 1 and 2 of the application subject to the following conditions:

1. The rear door of the auxiliary structure (Phase 1b) will be centered, and a transom will be added.
2. The trim on the auxiliary structure (Phase 1b) will be PVC.
3. There will be a brick landing under the footprint at the front door under the shed roof on the auxiliary structure (Phase 1b).
4. HVAC unit will be located on the rear of the small building (Phase 1b), and because this is a new building, the unit will be mounted on the building itself.
5. HVAC unit for the larger building (Phase 1a) will be on the side of the building, not attached to the building.
6. There will not be a skylight on the roof.

This approval subsequently lapsed as no building permit was issued within six (6) months. Most recently, the Commission issued a Certificate of Appropriateness on January 8, 2024 for the same scope of work and the same conditions for Phases 1 and 2.

Historic District Guideline references:

- i. *Guideline 1. Preserve Significant Historic Features*
- ii. *Guideline 2. Repair Rather than Replace*
- iii. *Guideline 4. Restore Significant Historic Features*
- iv. *Guideline 40. Details and Ornamentation*
- v. *Guideline 41. Maintain Original and Historic Doors*
- vi. *Guideline 42. Make Sensitive Replacements*
- vii. *Guideline 43. Restore Missing or Inappropriately Altered Doors*
- viii. *Guideline 44. Adding New Doors*
- ix. *Guideline 48. HVAC*
- x. *Guideline 50. Maximize Daylight*
- xi. *Guideline 55. Maintain Historic Masonry*

- xii. *Guideline 57. Repointing Masonry*
- xiii. *Guideline 66. Adding New Porches*
- xiv. *Guideline 68. Maintain Historic Roof Shape*
- xv. *Guideline 70. Roof Material*
- xvi. *Guideline 79. Fiber Cement Siding*
- xvii. *Guideline 82. General Guidelines for Utilities*
- xviii. *Guideline 89. Maintain Historic Windows*
- xix. *Guideline 90. Make Sensitive Replacements*
- xx. *Guideline 93. Sills, Lintels, and Frames*
- xxi. *Guideline 102. Rooftop Additions*
- xxii. *Guideline 103. Materials*

Staff Presentation:

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

Applicant Presentation:

Noah Matten, 128 S. West Street LC

Public Comment — None

Public Comment Written — None

Vice Chairperson Brophy moved to approve the application for Phase 1 and Phase 2 subject to the following conditions:

1. **Utility and HVAC equipment shall be located on a side façade not visible from the public right-of-way.**
2. **All new mortar must match the historic mortar in terms of hardness, strength, color, and aggregate size. Brick repointing shall be done in accordance with Guideline 57.**
3. **Fiber Cement siding joints and seams are to be lapped toward the rear of the building, and joints must be staggered randomly to avoid a “stair step” appearance. Joints will be avoided in areas with spans of less than 12 feet in length.**

Commissioner Carey seconded the motion.

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

d. File No.: 2025 - 1446 / HD 25 - 33
Applicant: Thomas Kicklighter
Location: 221 S. Hanson Street, Easton, MD 21601
Tax Map 0105, Grid 0000, Parcel 2124
Zoning: R-10A

Request: The Applicant is proposing to construct a portico around the front entry door, and to enlarge the front stoop using brick. The new portico will consist of a standing seam metal roof, AZEK fascia, PVC trim, and PVC fluted columns. The existing pediment above the door will be removed to accommodate the new construction. This is a contributing structure to the Historic District.

Background: The Easton Historic District Survey and original elevations for the home dated April 12, 1937 indicate that the existing door surround and pediment are either original, or closely resemble the original.

Historic District Guideline references:

- i. *Guideline 1. Preserve Significant Historic Features*
- ii. *Guideline 15. Preserve Historic Sidewalk and Curb Materials*
- iii. *Guideline 40. Details and Ornamentation*
- iv. *Guideline 41. Maintain Original and Historic Doors*
- v. *Guideline 66. Adding New Porches*

Staff Presentation:

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

Applicant Presentation:

Thomas Kicklighter
Kelly Whalen

Public Comment — None

Public Comment Written:

Ted Bautz, 218 S. Hanson Street

Commissioner Bateman moved to table the application. The Commission requested additional detail concerning the preservation of the historic ornate feature above the door, and a revised design that incorporates a front gable style roof. Vice Chairperson Brophy seconded the motion.

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

ABSENT: 1 - Stuart

e. **File No.:** 2025 - 1434 / HD 25 - 29
Applicant: Easton Duck LLC
Location: 100 Port Street, Easton, MD 21601
Tax Map 0104, Grid 00EA, Parcel 1507
Zoning: CB

Request: The Applicant is requesting an in-kind replacement of two (2) vinyl windows on the rear façade. This is a non contributing structure to the Historic District.

Background: A stop work order was issued by the Building Inspection Department on April 9th, 2025 after it was discovered that two (2) windows and trim were being replaced without a permit or a Certificate of Appropriateness. The original windows were also modern vinyl windows.

Historic District Guideline references:

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

Staff Presentation:

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

Applicant Presentation:

Ali Khan, Easton Duck LLC

Public Comment — None

Public Comment Written — None

Commissioner Startt moved to approve the application subject to the condition that all finishing and trimwork is completed. Commissioner Bateman seconded the motion.

The Commission determined that vinyl windows are an acceptable replacement material for this particular application due to the window location, and the structure's non-contributing status.

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

ABSENT: 1 - Stuart

- f. **File No.:** 2025 - 1449 / HD 25 - 35
Applicant: Hector Salbuero
% Glen Albrecht
Location: 105 Goldsborough Street, Easton, MD 21601
Tax Map 0103, Grid 00EA, Parcel 0649
Zoning: CB

Request: The Applicant is proposing the installation of a wooden front door with divided light, double-hung wood windows and a new wooden soffit. This is a contributing structure to the Historic District.

Outstanding Issues: This request is submitted in response to an Order to Restore issued by the Town on April 22, 2025 (Case #25-362). On May 27, 2024, the Town documented the removal of three (3) six-over-six wooden windows from the west and east façades of the structure, and were subsequently replaced with vinyl one-over-one windows. The original divided-light wooden front door was also removed and replaced with a solid door of an unidentified material. On April 14, 2025, the Town documented the removal of wooden trim from the front porch's western façade.

As per Section 28-601.G of the Town of Easton Zoning Ordinance, In the event that any type of intervention on a property or structure in the Historic District has been conducted without a Certificate of Appropriateness or in violation of a Certificate of Appropriateness, or, in cases of Demolition by Neglect, the Town may issue the owner an Order to Restore. This order will require the property owner to restore the property to the condition that existed prior to the intervention using material-in-kind and design-in-kind, subject to all applicable building and life safety codes. The Historic District Commission shall review the intended mitigation of any such intervention for appropriateness, and establish a reasonable time limit for the mitigation.

Staff Presentation:

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

Applicant Presentation:

Glen Albrecht

Public Comment — None

Public Comment Written — None

Vice Chairperson Brophy moved to approve the proposed mitigation. The mitigation shall be completed by July 4, 2025. Commissioner Bateman seconded the motion.

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

5. Discussion Item — None

6. Decision Summary Review —

Vice Chairperson Brophy moved to approve the April 28, 2025 Decision Summary. Commissioner Carey seconded the motion.

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

7. Administrative Approval

a. File No.: 2025 - 1459 / HD 25 - 37
Applicant: Enid McKitrick
Location: 116 Goldsborough Street
Tax Map 0103, Grid 00EA, Parcel 1141
Zoning: R-7A

Request: The Applicant is requesting to replace and install two (2) outdoor HVAC units. Given that the request complies with Section 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 conditions:

1. Any exterior line sets shall be painted to match the surface to which they are attached.
2. The units shall be screened from view using plantings, fencing, or other lattice material.
3. The units shall be mounted in a way that does not damage the historic material.

This is a contributing structure to the Historic District.

Historic District Guideline references:

Guideline 48. HVAC

8. Consent Docket

- a. **File No.:** 2025 - 1448 / HD 25 - 34
Applicant: John G. Webster Company
Location: 313 Goldsborough Street, Easton, MD 21601
Tax Map 0103, Grid 00EA, Parcel 0744
Zoning: R-7A

Request: Approval for an emergency HVAC unit as per the Historic District Commission Chairperson. This is a contributing structure to the Historic District.

- b. **File No.:** 2025 - 1450 / HD 25 - 36
Applicant: Marasun LLC
Location: 405 S. Harrison Street, Easton, MD 21601
Tax Map 0105, Grid 00EA, Parcel 2308
Zoning: R-10A

Request: Approval for an emergency in-kind asphalt shingle roof replacement, and emergency approval for a TPO roof replacement as per the Historic District Commission Chairperson. This is a contributing structure to the Historic District.

9. **Adjournment** — Vice Chairperson Brophy moved to adjourn. Commissioner Carey seconded the motion. The meeting was adjourned at 7:24 p.m.