# Historic District Commission
# MEETING AGENDA

Monday, September 22, 2025 - 6:00 PM
Council Chambers, Easton Town Office
14 S Harrison Street

**Call to Order**

**1)** Approval of the Agenda for September 22, 2025.

**Old Business**

**New Business**

**1)**

| | |
|---|---|
| **Application Number:** | 2025 - 1560 / HD 25 - 90 |
| **Applicant:** | The Nature Conservancy MD/DC<br>c/o Daniel Sweeney |
| **Location:** | 114 S. Washington Street (Eastern Shore Land Conservancy)<br>Tax Map 0104, Grid 00EA, Parcel 1979 |
| **Zoning District:** | CB |
| **Historic Status:** | Contributing |
| **Request:** | **The installation of three (3) 6" x 6" posts with EV car charging hardware has been withdrawn from the September 22, 2025 Historic District Commission agenda.** |

**2)**

| | |
|---|---|
| **Application Number:** | 2025 - 1555 / HD 25 - 85 |
| **Applicant:** | Deborah H. Schaefer |
| **Location:** | 312 Needwood Avenue<br>Tax Map 0105, Grid 00EA, Parcel 2223 |
| **Zoning District:** | R-7A |
| **Historic Status:** | Contributing |
| **Request:** | In-kind fence replacement. |

**3)**

| | |
|---|---|
| **Application Number:** | 2025 - 1561 / HD 25 - 91 |
| **Applicant:** | Mary Ann Schindler |
| **Location:** | 206 S. Harrison Street<br>Tax Map 0105, Grid 0000, Parcel 2112 |
| **Zoning District:** | R-10A |
| **Historic Status:** | Contributing |
| **Request:** | In-kind fence replacement. |

**4)**

| | |
|---|---|
| **Application Number:** | 2025 - 1559 / HD 25 - 89 |
| **Applicant:** | Christine M. Dayton Architect, P.A.<br>on behalf of Cultivated Wellness LLC |
| **Location:** | 29-31 E. Dover Street<br>Tax Map 0103, Grid 00EA, Parcel 1222 |
| **Zoning District:** | CB |
| **Historic Status:** | Contributing |
| **Request:** | Repair and replacement of the existing door and door sill. |

**5)**

| | |
|---|---|
| **Application Number:** | 2025 - 1546 / HD 25 - 82 |
| **Applicant:** | Christine M. Dayton Architect, P.A.<br>on behalf of Kelly Uphoff |
| **Location:** | 407 S. Harrison Street<br>Tax Map 0105, Grid 00EA, Parcel 2307 |
| **Zoning District:** | R-10A |
| **Historic Status:** | Contributing |
| **Request:** | Addition of a shed roof over an existing masonry patio, and the addition of a freestanding shed. |

**Discussion Item**

**1)** Historic District Guidelines: Outreach and Education to Property Owners, Contractors, Prospective Homebuyers, and Realtors.

**2)** Redevelopment at 521 August Street: Sidewalk Material.

**3)** Rescheduling of the Monday, October 13, 2025 Historic District Commission meeting (Meeting 1).

**Approval of Minutes**

**1)** Approval of the Draft Decision Summary from the September 8, 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: 9/22/2025

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

**Property Address:** 312 Needwood Avenue

**Applicant:** Deborah H Schaefer

**Application Number:** 2025-1555

**Code Enforcement Case:** Yes ☒ No ☐

## Project Description:

The applicant is seeking after-the-fact approval for the installation of 6-foot tall, wooden privacy fencing in the rear and side yards. This request stems from Code Enforcement case #25-867 regarding the installation of fencing without a building permit or certificate of appropriateness. A wooden privacy fence of a similar footprint and style previously (*Figure 1*) existed on this property but was removed and replaced without proper approvals.

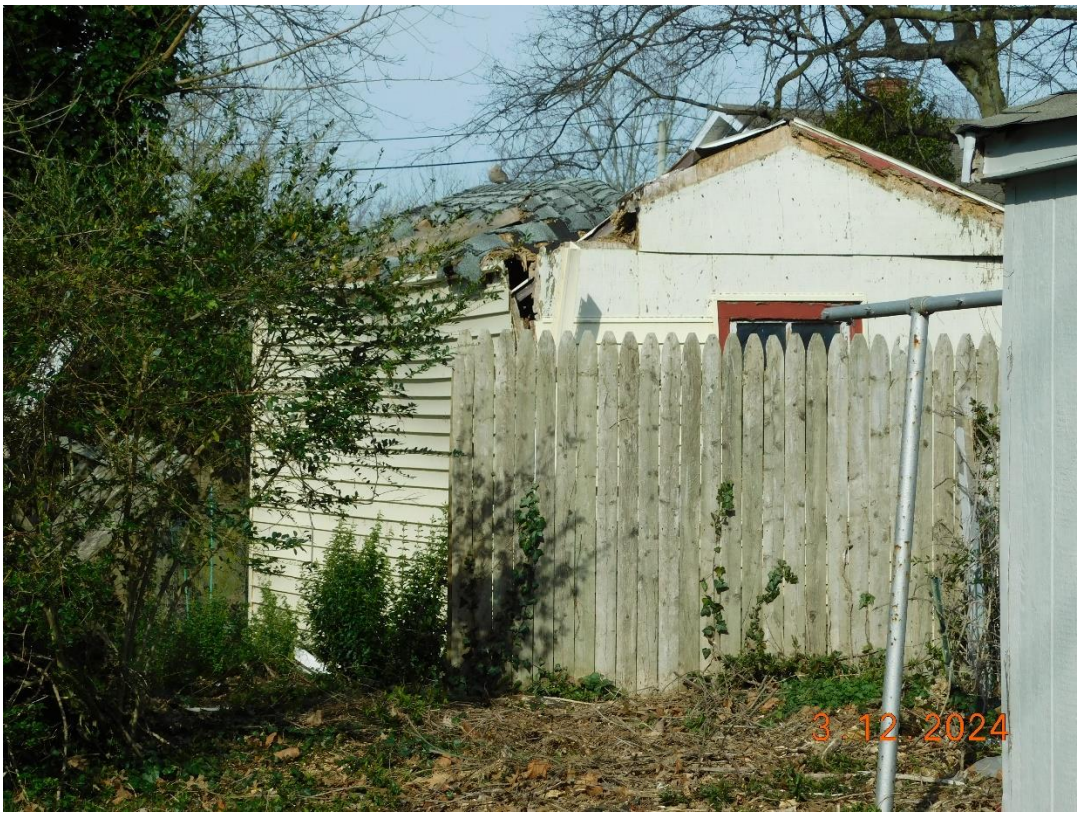



*Figure 1: Previous Fence*

## Historic District Guidelines:

### Guideline 14. Perimeter Walls and Fences

a. Retain existing historic perimeter walls and fences.

b. Repair or restore damaged or deteriorated historic perimeter walls and fences. Where repair is not possible due to the severity of the deterioration, replace historic walls or fences in-kind using the same material as the original and matching in size, shape, height, profile, texture, and color. If use of the same material is not feasible, the substitute material should approximate the original as closely as possible.

c. New walls and fences should be consistent with the setback of the subject building and adjacent properties.

d. New walls and fences must adhere to the height, material, and replacement requirements outlined in Easton's zoning ordinances.

e. New fences and perimeter walls should be appropriate to the character of the district. Concrete block and stucco finishes are not likely to be approved, particularly in locations visible from the public right-of-way. Simple, unobtrusive fences in traditional designs in powder coated steel or aluminum or wood picket fences are most appropriate. Note: Vinyl fences will not be approved.

## 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.

# Appendix A: 2012 Easton Historic District Survey Sheet

## EASTON HISTORIC DISTRICT SURVEY

**PROPERTY #:** _____

**Picture:**

| TAX ID | ADDRESS | OWNER NAME |
|---|---|---|
| 2101014390 | 312 NEEDWOOD AVE | HOWIE JANET |

| YEAR BUILT | PHYSICAL CONDITION |
|---|---|
| 1900 | VERY GOOD |

| ARCHITECTURAL STYLE | ADDITION(S) |
|---|---|
| NONE | NONE APPARENT |

| NHL DISTRICT | NR DISTRICT | NR LISTED | MEETS NR CRITERIA | 1980 NR RATING | MD INVENTORY | CONTRIBUTING | NC CODE |
|---|---|---|---|---|---|---|---|
| | | | | B | | Y | |

**NOTES**

THIS SIMPLE 2-STORY 2-BAY HOUSE IS VERY SIMILAR TO # 314 NEEDWOOD. NEW WINDOWS + DOOR. PORCH APPEARS TO BE REBUILT. BRICK CHIMNEY NEEDS REPAINTING. OUTBUILDING LOOKS MODERN/ALTERED

RECEIVED
SEP 08 2025
TOWN OF EASTON

HD 25 - 85

| | |
|---|---|
| Application #: | 2025 - 1555 |
| Date Received: | 09/08/2025 |
| Fee Paid: | $75.00 |
| HDC Meeting Date: | 09/22/2025 |
| Date Property Posted: | 09/15/2025 |

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

# 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 312 Needwood Ave

☐ Contributing ☐ Non-Contributing YEAR BUILT: _____ NATIONAL REGISTAR # _____

**PROPERTY INFORMATION**

OWNER NAME Elizabeth S Schaefer Deborah H. Schaefer

TELEPHONE NO. _____ EMAIL _____

**Applicant or Agent**

NAME Deborah H. Schaefer

TELEPHONE NO. _____ EMAIL _____

Description of Proposal (include additional sheets, as necessary)

Replaced an old and falling down fence

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** Deborah H Schaefer
**Date** 8/11/25
**Printed Name of Applicant or Agent** Deborah H Schaefer

Revised 4.4.2022

# Application for Fences, Swimming Pools & Spas

APPLICANT INSTRUCTIONS: COMPLETE ALL PARTS OF THIS APPLICATION. The Building Inspection Division can answer questions regarding the completion of this application. Additional applications for pools and spas are required for Plumbing, Mechanical and Electrical work. This application must be accompanied by three sets of site plans and details for the fence, pool and/or spa, and a description of the proposed work. All applications for the installation of fencing within a forest conservation area must be accompanied by a summary of the proposed construction techniques and measures being taken to reduce impacts to existing vegetation. Fence styles currently permitted within these easements are a 4-foot high wooden, 3-rail split-rail fence or in some limited cases a 4-foot high paddock style fence.

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: Project Information

Project Application Date

312 Needwood Ave — Project's Address

Project's Subdivision (if any)

Easton Md 21601 — Project's City, State and Zip Code

Tax Map
Grid
Parcel
Lot
Zoning

**Confirm the Project Work Area in Square Footage**

[X] Fence ____

[ ] In-Ground Swimming Pool ____

[ ] Above-Ground Swimming Pool ____

[ ] Spa or Hot Tub ____

## Part 2: Owner - Tenant Information

**Owner**

| | |
|---|---|
| Elizabeth S. Schaefer | Deborah H. Schaefer |
| P.O Box 295 | 312 Needwood Ave |
| Oxford, Md 21654 | Easton, Md 21601 |

Name
Address
City, State and Zip Code
Email Address and Phone Number

**Tenant**

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 am the contractor in charge of the project and 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.".

Deborah H. Schaefer — Signature of Applicant

Deborah H. Schaefer — Printed Name of Applicant

Telephone Number

Email Address

Connection with Application

312 Needwood Ave Easton Md 21601 — Mailing Address of Applicant

## Part 4: Contractor Information

### Fencing 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 License Numbers |

### Pool / Spa 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 License Numbers |

### Plumbing / Gas Fitter 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 |

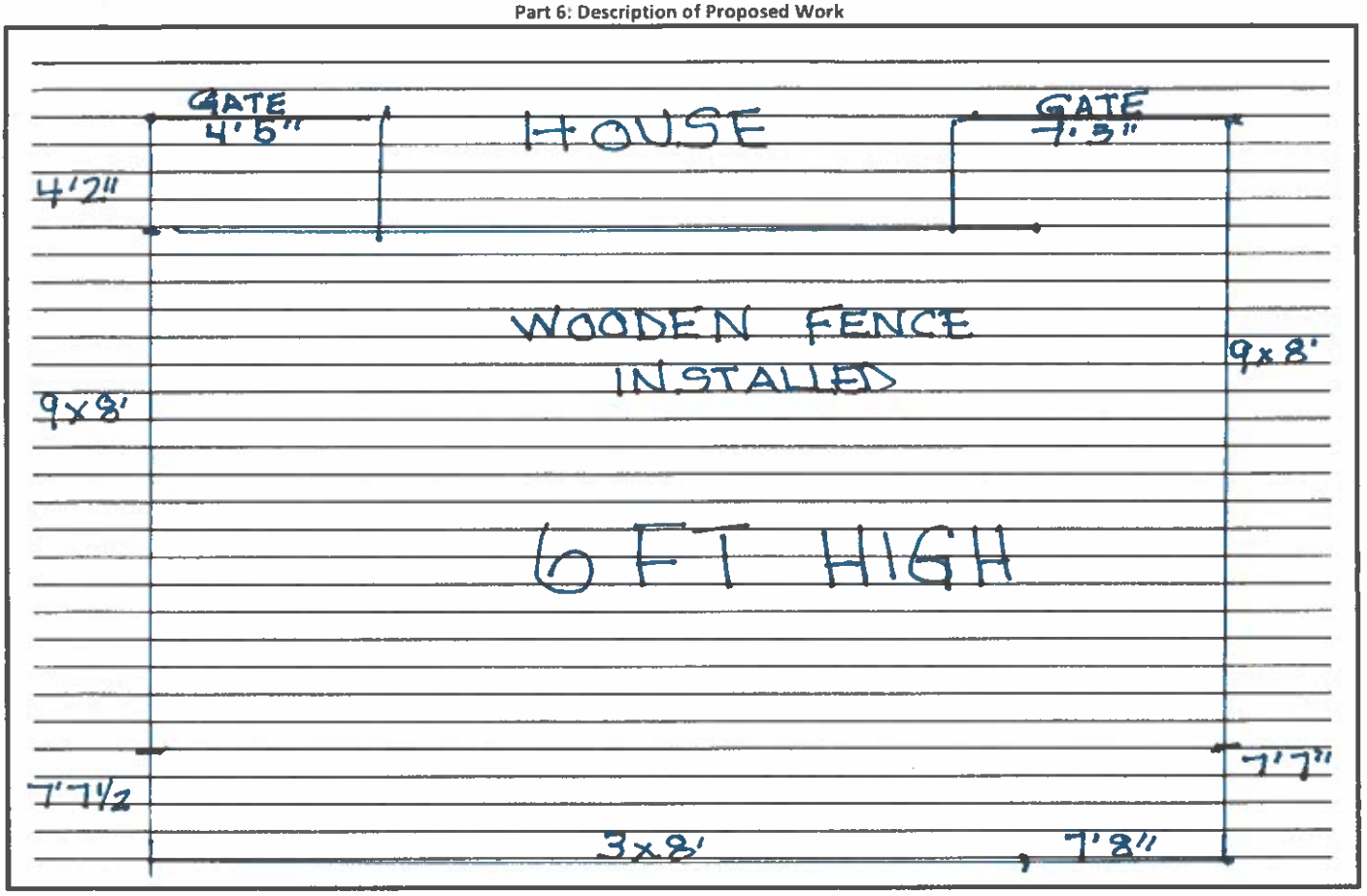
## Part 5: Permit Information

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: Description of Proposed Work**




**Part 7: Total Project Information**

| ____ / ____ / _____ Estimated Start Date | _____ / ____ / _____ Estimated Finish Date | $ 4,900.00 Estimated Project Value | FEMA Flood Plain Y or (N) |
|---|---|---|---|

**Office Use Only**

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

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

**Revised Dec. 2023**

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

# Historic District Commission Staff Report

Meeting Date: 9/22/2025

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

**Property Address:** 206 S Harrison Street

**Applicant:** Mary Ann Schindler

**Application Number:** 2025-1561

**Code Enforcement Case:** Yes ☐ No ☒

## Project Description:

The applicant is proposing to install approximately 108 linear feet of new 6-foot-tall wood fencing in the side yard. The fence will be located in the same location as the existing 6-foot tall wood privacy fence.

## Historic District Guidelines:

### Guideline 14. Perimeter Walls and Fences

a. Retain existing historic perimeter walls and fences.

b. Repair or restore damaged or deteriorated historic perimeter walls and fences. Where repair is not possible due to the severity of the deterioration, replace historic walls or fences in-kind using the same material as the original and matching in size, shape, height, profile, texture, and color. If use of the same material is not feasible, the substitute material should approximate the original as closely as possible.

c. New walls and fences should be consistent with the setback of the subject building and adjacent properties.

d. New walls and fences must adhere to the height, material, and replacement requirements outlined in Easton's zoning ordinances.

e. New fences and perimeter walls should be appropriate to the character of the district. Concrete block and stucco finishes are not likely to be approved, particularly in locations visible from the public right-of-way. Simple, unobtrusive fences in traditional designs in powder coated steel or aluminum or wood picket fences are most appropriate. Note: Vinyl fences will not be approved.

## Staff Recommendation:

Staff supports a Commission **approval** of this application as submitted. The proposed fence is a simple, unobtrusive style and is consistent with other fences approved by the Commission throughout the Historic District. The placement and height of the proposed fence appear to conform to the requirements of the Zoning Ordinance.

---

## 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.

# Appendix A: 2012 Easton Historic District Survey Sheet

## EASTON HISTORIC DISTRICT SURVEY

**PROPERTY #:** _____

**Picture:**

| TAX ID | ADDRESS | OWNER NAME |
|---|---|---|
| 2101025465 | 206 S HARRISON ST | CARTER FAMILY PARTNERSHIP LP |

| YEAR BUILT | PHYSICAL CONDITION |
|---|---|
| 1920 | EXCELLENT |

| ARCHITECTURAL STYLE | ADDITION(S) |
|---|---|
| COLONIAL REVIVAL | NONE APPARENT |

| NHL DISTRICT | NR DISTRICT | NR LISTED | MEETS NR CRITERIA | 1980 NR RATING | MD INVENTORY | CONTRIBUTING | NC CODE |
|---|---|---|---|---|---|---|---|
| | | | | C | | Y | |

**NOTES**

12/1 WINDOWS APPEAR TO BE REPLACEMENTS. FRONT DOOR POSSIBLY ORIGINAL. UNUSUALLY LARGE SIDELIGHTS. PORTICO HAS VERY DENTILATED PEDIMENT + FLUTED SQUARE POSTS. STUCCO COVERED WALLS. ALTERED HISTORIC GARAGE.

RECEIVED

SEP 09 2025

TOWN OF EASTON

HD 25 - 91

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

| | |
|---|---|
| Application #: | 2025 - 1561 |
| Date Received: | 09/09/2025 |
| Fee Paid: | $75.00 |
| HDC Meeting Date: | 09/22/2025 |
| Date Property Posted: | 09/15/2025 |

# 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 206 S. HARRISON

☐ Contributing ☐ Non-Contributing YEAR BUILT: 1920's NATIONAL REGISTAR # _____

**PROPERTY INFORMATION**

OWNER NAME MARY ANN SCHINDLER

TELEPHONE NO. _____ EMAIL _____

**Applicant or Agent**

NAME MARY ANN SCHINDLER

TELEPHONE NO. same EMAIL same

Description of Proposal (include additional sheets, as necessary)

REPLACE EXISTING FENCE WHICH IS DETERIORATING,
THIS FENCE WAS IN PLACE WHEN PROPERTY PURCHASED 2019
- EXACTLY SAME FOOT PRINT
- SAME MATERIALS + STYLE (WOOD SLATS)
- SAME SIZE 6 ft. HIGH / APPROX 108 FT. LONG.
- SIMILAR HARDWARE ON GATE

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**

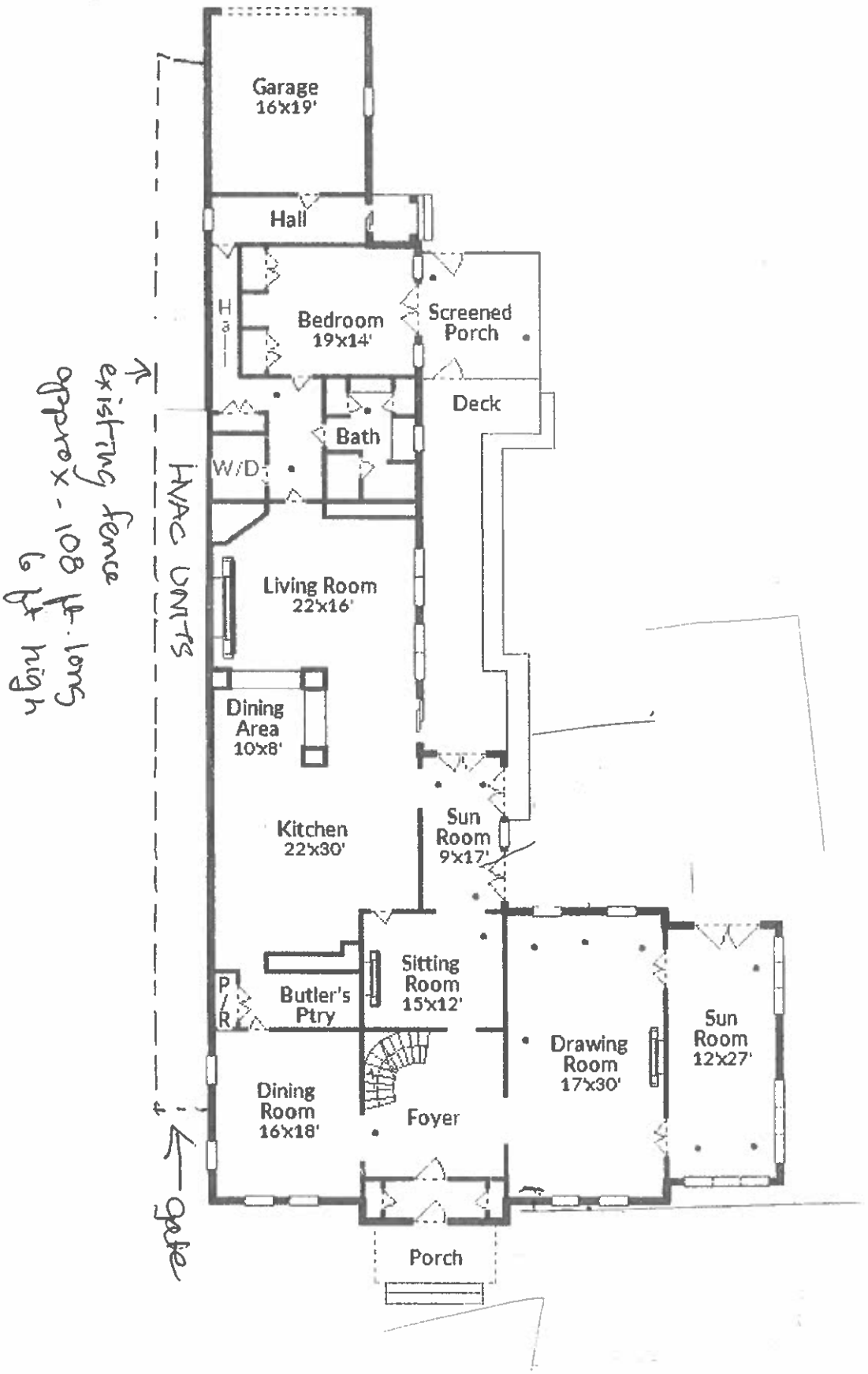
**Signature of Applicant or Agent** [signature]

**Date** 9 September 2025

**Printed Name of Applicant or Agent** MARY ANN SCHINDLER

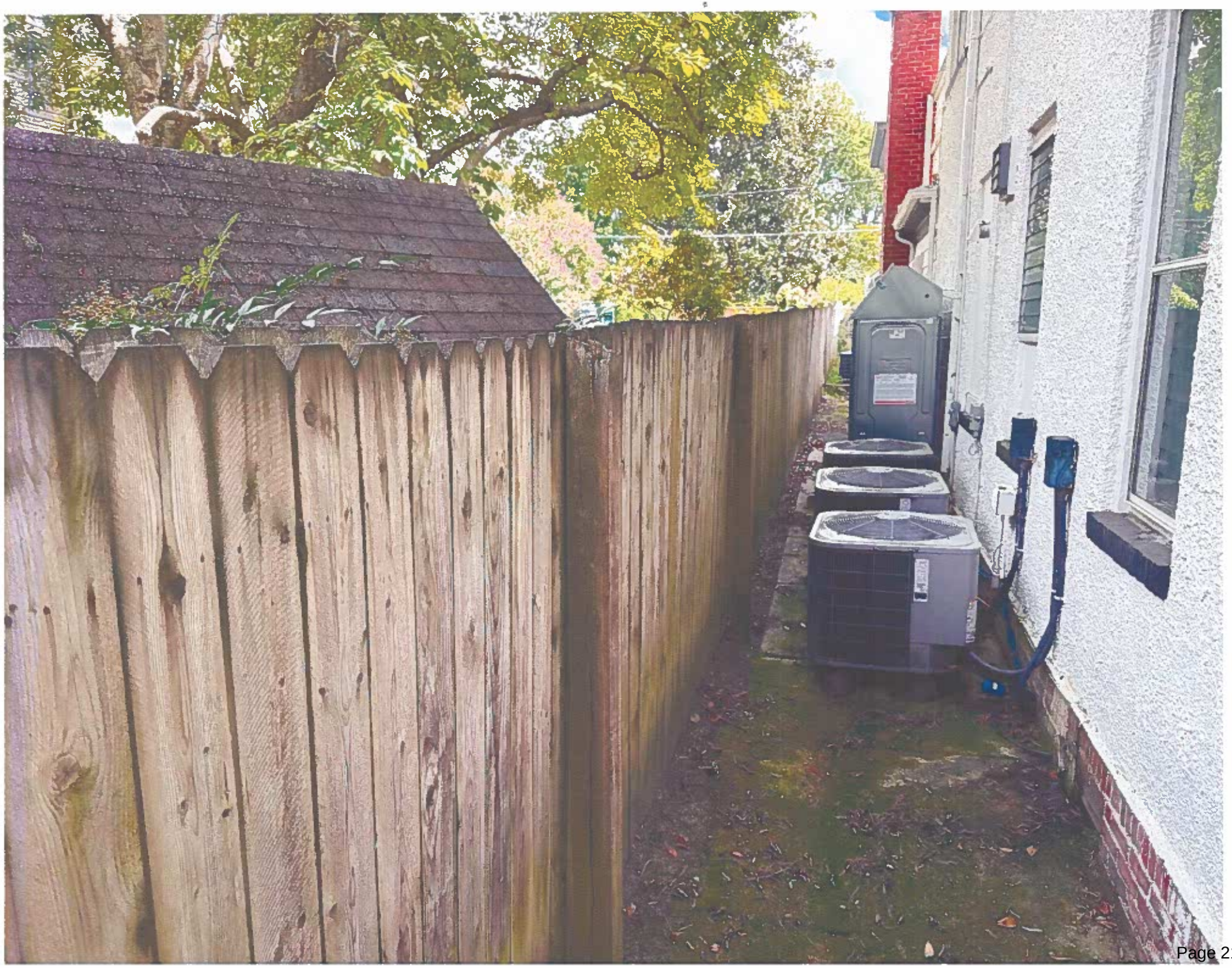
Revised 4.4.2022

Fence
garage
outdoor
parking
SHED
APPROXIMATELY 10 FEET FROM PROPERTY LINE
206 HARRISON
Add placemark
100%
Camera: 160 m 38°46'10"N 76°04'27"W
8 m

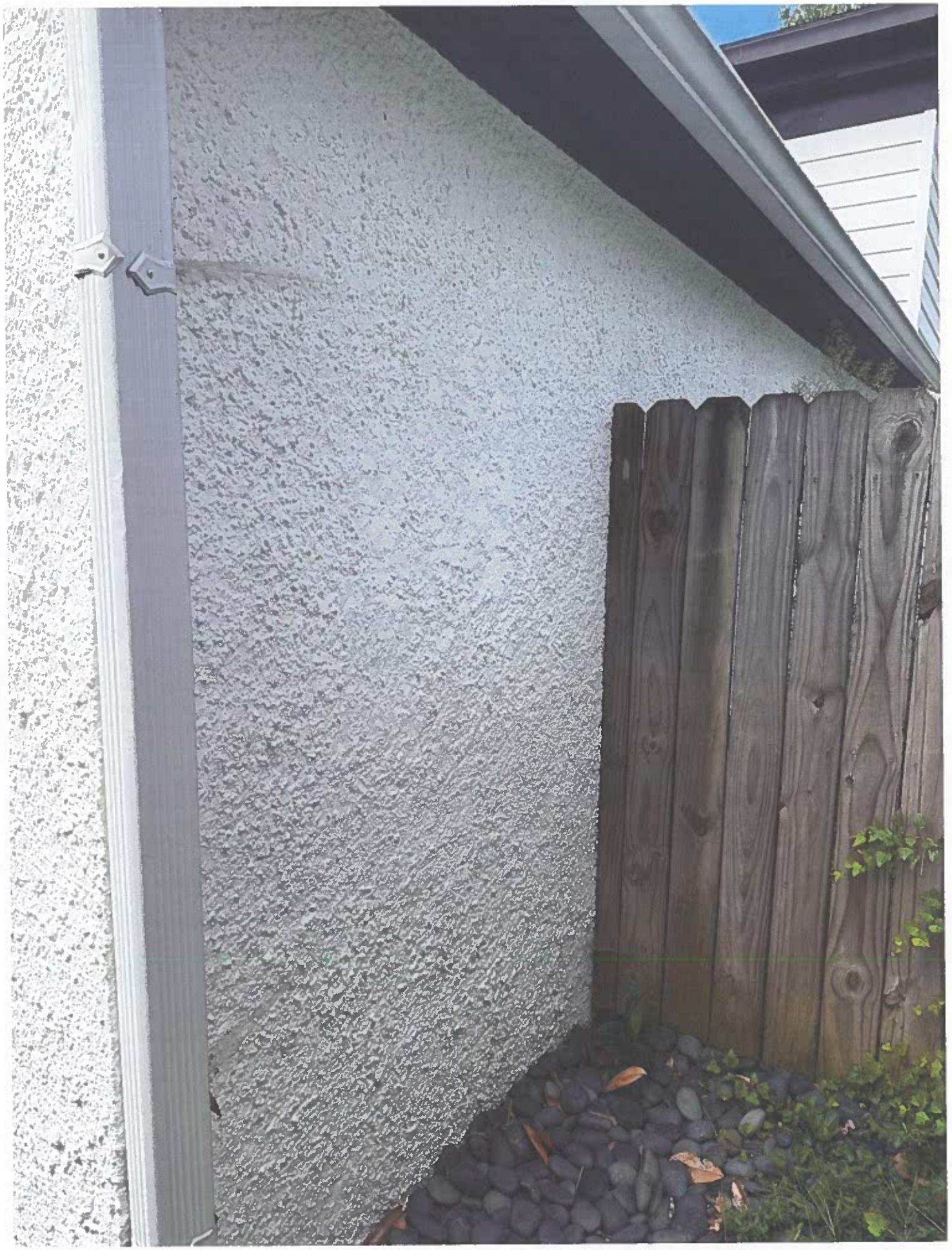

Garage
16'x19'
Hall
Bedroom
19'x14'
Screened
Porch
Deck
Bath
W/D
Living Room
22'x16'
Dining
Area
10'x8'
Kitchen
22'x30'
Sun
Room
9'x17'
Sitting
Room
15'x12'
Butler's
Ptry
P/R
Dining
Room
16'x18'
Foyer
Drawing
Room
17'x30'
Sun
Room
12'x27'
Porch
HVAC UNITS
existing fence
Gate

FRONT GATE OF FENCE FACES HARRISON ST

BACK OF FENCE ABUTS GARAGE / FACES ALLEY



Neighbor's FENCE


REAR FENCE ABUTS TO GARAGE / FACES ALLEY

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

# Historic District Commission Staff Report

Meeting Date: 9/22/2025

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

**Property Address:** 29-31 E Dover Street

**Applicant:** Joshua Startt AIA on behalf of Cultivated Wellness LLC

**Application Number:** 2025-1559

**Code Enforcement Case:** Yes ☒ No ☐

## Project Description:

The Applicant is seeking an after-the-fact approval for the replacement of a front entry door on a commercial building. The previous door was wood and had a large glass panel with divided lights. The proposed door is also constructed of wood but has a smaller glass pane with simulated divided lights, matching the doors at 29 E Dover Street and 31 E Dover Street. This is considered a contributing structure to the Easton Historic District.

## Background:

On August 29th, 2025 it was brought to staff's attention that the existing wooden door had been removed from this unit and a new door was installed without a certificate of appropriateness. Planning and Zoning staff conducted a site visit at 9:32 am and verified that the door had been removed and was in the process of being replaced without a COA or building permit (*Figure 1*). Code Enforcement subsequentially reached out to the architect for this unit's commercial building permit and a historic district application was submitted shortly thereafter.

*Figure 1 Site Photo After Alterations*

# Historic District Guidelines:

## Doors and Entrances:

Main entry doors are usually designed to symbolically "greet" a customer, client or visitor. Main entry doors of residential buildings usually have a warm, welcoming appearance, while those on commercial buildings may indicate the prominence of the business.

The main entries of commercial buildings were often constructed of wood frame with a large, inset pane of glass. A transom window, often operable, is typically located above the doors. Main entry doors designed as part of a storefront were often recessed to provide protection from the weather and allow more room for the display of products within the recessed entry.

### Guideline 41. Maintain Original and Historic Doors

a. Maintain doors and entrances in their original location. Avoid relocating or removing historic doors by blocking-in existing door openings, especially on the front façade.

b. Maintain and repair doors, frames, sills, hardware, transoms, fanlights and sidelights on doors located on front façades and side and rear façades visible from a primary public right-of-way.

c. Avoid adding details, surrounds, canopies, or ornamentation that have no historical basis and are not in keeping with the character of the original door.

### Guideline 42. Make Sensitive Replacements

a. Replace historic doors and surrounds in-kind, where repair is not possible. The replacement door should duplicate the original as closely as possible.

b. Replacement doors should be compatible with the overall character of the façade in which they are located.

c. Doors located on the front façade of historic properties are typically solid wood. Replacement doors for front façades should be wood. Alternative materials, provided they are smooth and painted, may be used for doors located on the sides or rear of the property. See Appendix B for additional information on Substitute Materials.

d. If the location of a door to be replaced is not under a protective cover, then an alternate material may be considered for increased durability. The design must be compatible with the architectural style of the property and should mimic the appearance of the original door.

### Guideline 43. Restore Missing or Inappropriately Altered Doors

a. Replace inappropriately designed, non-original doors or surrounds with an appropriately designed door or surround based on documentary or photographic evidence. If no such evidence exists, the design of the replacement door or surround

should be complimentary to the character of the façade in which it is located. A simple design is often best.

b. Avoid using inappropriately detailed replacement doors, such as solid doors for the main entries to commercial buildings, or ones that are not in keeping with the character of a residential building.

**Appendix B – Substitute Materials**

The main entrance is always a character-defining feature of a historic building. Proper maintenance and long-term preservation of intact historic doors should be prioritized. Historic doors are typically replaced due to deterioration of the historic door, for increased security, or for code compliance.

For visible elevations, particularly, the main entry door, the replacement door should match as closely as possible the size, proportions, and configuration of the historic door that it is replacing. In cases where the original was removed long ago and the original design is unknown, a simple design that is compatible with the building's function and architectural style should be utilized. Consider salvaging historic doors to replace missing or damaged units or retrofitting your existing historic doors to make them code-compliant or more secure.

## 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.

# Appendix A: 2012 Easton Historic District Survey Sheet

## EASTON HISTORIC DISTRICT SURVEY

**PROPERTY #:** _____

**Picture:**

| TAX ID | ADDRESS | OWNER NAME |
|---|---|---|
| 2101012991 | 29 E DOVER ST | 29 EAST DOVER STREET LLC |

| YEAR BUILT | PHYSICAL CONDITION |
|---|---|
| 1900 | FAIR |

| ARCHITECTURAL STYLE | ADDITION(S) |
|---|---|
| QUEEN ANNE INFLUENCE | FAR REAR SECTION LATER |

| NHL DISTRICT | NR DISTRICT | NR LISTED | MEETS NR CRITERIA | 1980 NR RATING | MD INVENTORY | CONTRIBUTING | NC CODE |
|---|---|---|---|---|---|---|---|
| | | | | B | | Y | |

**NOTES**

5 BAY, 2 PART COMMERCIAL BLOCK. DECORATIVE PRESSED BRICK FAÇADE WITH TERRA COTTA INSETS BRICK HAS BEEN SAND BLASTED. BRICK BADLY NEEDS REPOINTING ON SIDE. 1ST FLOOR STORE FRONT LATER ADDITION LARGER VERSION OF 33 E. DOVER ST.

RECEIVED
SEP 08 2025
TOWN OF EASTON

HD 25 - 89

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

| | |
|---|---|
| Application #: | 2025 - 1559 |
| Date Received: | 09/08/2025 |
| Fee Paid: | $200.00 |
| HDC Meeting Date: | 09/22/2025 |
| Date Property Posted: | 09/15/2025 |

# 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 31 E Dover Street

☑ Contributing ☐ Non-Contributing YEAR BUILT: 1900 NATIONAL REGISTAR #

**PROPERTY INFORMATION**

OWNER NAME Cultivated Wellness LLC

TELEPHONE NO. EMAIL

**Applicant or Agent**

NAME Christine M. Dayton Architect, P.A.

TELEPHONE NO. EMAIL

Description of Proposal (include additional sheets, as necessary)

During renovation work, it was discovered that the entry door to the stair hall was signifcantly rotten. The contractor supsequently replaced the door at the behest of the owners. The replacement door is 1 3/4" thick solid mahogany, with simulated divided lites & insulated glass, and a low-profile sill for ADA compliance.

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** John Startt

**Date** 09-08-2025

**Printed Name of Applicant or Agent** JOSHUA STARTT
ARCHITECT/AGENT

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 Commissions 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.
- ☐ Manufacturers cut sheet for each type of roofing to be replaced. Clearly labeled where it will be installed on the building.
- ☐ 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.

## 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

## Landscaping & Trees

☐ Landscape plan where existing and proposed landscape features to be installed/planted, removed and/or relocated are identified including the location and species of existing and new trees

## Fence

☐ Application must Include:

- A Site plan :
  - Drawn to scale
  - Show and label the location of new and any existing fence. (this can be completed on two separate site plans for clarity)
  - Include location of neighboring structures
  - Identify height of proposed fence, location of gates and other openings
  - If the height or style of fence changes based on location, this must be clearly identified.
- Proposed fence style and material
- Include photograph, manufacturer cut-sheet of the fence, or detailed sketch of proposed fence.
- other relevant construction and or material detail

## Demolition

***The Historic District Commission (HDC) reserves the right to request a professional inspection of the structure(s). Said request may include evaluation by a historic preservation specialist.***

☐ Elevations and photographic documentation of all elevations of the structure(s) to be demolished including footprint dimensions, height dimensions and a site plan illustrating location of the structure(s) to be demolished

☐ Structural Analysis by Structural Engineer or Licensed Architect

☐ For Economic Hardship please provide documentation. Reference Guideline 13.9

☐ Attach replacement plan

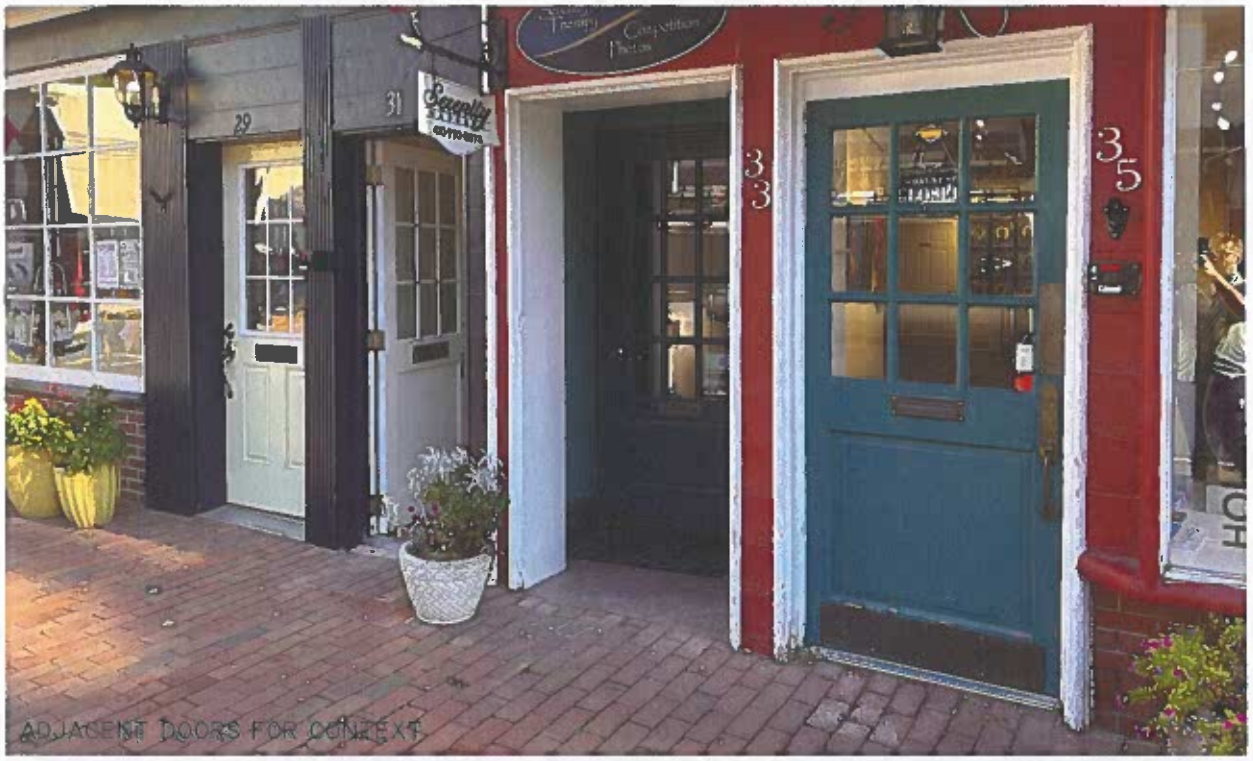
## Other

☐ Attach all documentation supporting request

***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, the HDC may require the applicant to retain a licensed design consultant.***

***If the applicant or their designee is not present for the scheduled HDC meeting, the Commission may elect to refrain from discussing and voting on the scheduled agenda item.***

***This checklist shall be submitted along with the completed Historic District Commission Application and all additional supporting information.***



ADJACENT DOORS FOR CONTEXT

NEW DOOR:

1 3/4" THICK SOLID MAHOGANY

SIMULATED DIVED LIGHTS WITH INSULATED GLASS

LOW-PROFILE SILL FOR ADA COMPLIANCE

NEW SILL

NEW DOOR

ORIGINAL DOOR

EHDC DOCUMENTS

CHRISTINE M. DAYTON
ARCHITECT PA
P.O. BOX 1659, EASTON MD. 21601 · 410-822-3130

I CERTIFY THAT THESE DOCUMENTS WERE PREPARED OR APPROVED BY ME, AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MARYLAND, LICENSE #19032

2ND FLOOR RENOVATION
29-31 E. DOVER ST., EASTON, MD

ENTRY DOOR RFPI ACFMENT

SCALE: N.T.S.
DATE: 08 SEPT. 2025
SHEET 1 OF 1

A1

NOTICE OF COPYRIGHT THESE PLANS AND DEPICTIONS ARE ARE SUBJECT TO COPYRIGHT PROTECTION. THE PROTECTION INCLUDES BUT IS NOT LIMITED TO, THE OVERALL FORM AS WELL AS THE ARRANGEMENT AND COMPOSITION OF SPACES AND ELEMENTS OF THE DESIGN. UNDER SUCH PROTECTION, UNAUTHORIZED USE OF THESE PLANS, WORK FORMS REPRESENTED, CAN LEGALLY RESULT IN THE CREATION OF SUCH CONSTRUCTION ON BUILDINGS BEING ERECTED OR ALTERED.

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

# Historic District Commission Staff Report

Meeting Date: 9/22/2025

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

**Property Address:** 407 S Harrison Street

**Applicant:** Dominic Cappella on behalf of Kelly Uphoff

**Application Number:** 2025-1546

**Code Enforcement Case:** Yes ☐ No ☒

## Project Description:

The Applicant is seeking approval for the construction of a new shed style roof over an existing front patio. Other proposed alterations include adding board and batten style siding to the area under the proposed roof and adding base and capital to the front porch columns. The applicant is also proposing to install a 6' by 8' pre-fabricated shed.

## Background:

The 2012 Historic District Survey considered this structure to be "heavily modernized" but still a contributing structure. It was noted that the structure had vinyl siding and modern replacement windows. In 2021, the HDC approved extensive exterior alterations and the construction of a new addition with a vote of 5-2. The approved alterations included the installation of the front brick patio, the wooden pergola, and the wood front porch posts. These alterations drastically changed the character of the structure and introduced more modern architectural features not typical of the Historic District (Figure 1).

*Figure 1: 2019 vs 2025 Google Street View*

## Historic District Guidelines:

**Guideline 11. Erect New Outbuildings Sensitively**

a. Locate new auxiliary buildings to limit visibility from public rights-of-way when possible.

b. If it is not possible to locate new buildings so that they are not visible from the primary public right-of-way, use landscaping or appropriate fencing to screen these features from view.

c. New outbuildings should be designed to be compatible with the architectural style, scale, form, and materials of the main building on the property.

**Guideline 64. Preserve Historic Porches**

a. Maintain and repair original porches, including steps, flooring, ceiling, columns, roof, details and ornamentation.

b. Avoid enclosing a porch located on the front façade or visible from a primary public right-of-way. If the porch is not visible from a primary public right-of-way, it may be enclosed if done in a manner that does not significantly alter the original character of the porch. Note: screening-in is not considered enclosing the porch.

c. It is appropriate to remove enclosures to reveal original porch and details.

d. Screen porches in such a way that original details are not altered or destroyed may be appropriate.

**Guideline 65. Make Sensitive Replacements (Porches)**

a. Replace missing posts and railings where necessary to match size, shape, profile, proportion, and spacing to the historic feature.

b. Use wood for porch details and structural parts, including steps, decking, and foundations, unless it can be documented that other materials were historically used on the house or used at an early date.

c. Alternate materials may be allowable on a on side or rear porches if the new material, size, scale, and overall appearance matches the historic feature.

d. Front porches on contributing historic structures are held to a higher standard than side or rear porches.

**Guideline 66. Adding New Porches**

a. Avoid adding a new porch to the front façade of a contributing building unless historical evidence exists to indicate a porch previously existed.

b. A new porch may be added to a side or rear façade if it is designed to be compatible with the overall character of the building.

**Guideline 78. Substitute Materials for Siding**

a. Contributing buildings with original wood siding are to continue with wood siding.

b. If a contributing building was previously covered with asbestos, metal, or vinyl siding, these materials may remain. If the later additional material is removed, it is preferred to repair and use the original wood siding. On a case-by-case basis, deteriorating original wood can be examined, and an alternate material may be considered.

c. If the existing siding is not historically appropriate, consider replacing all of the siding with an appropriate alternative.

## Recommended Conditions:

**Should the Commission approve this application, staff supports the following condition:**

1. The shed shall be located within the rear yard and shall be setback at least eight (8) feet from the side property line.

## 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.

# Appendix A: 2012 Easton Historic District Survey Sheet

## EASTON HISTORIC DISTRICT SURVEY

**PROPERTY #:** _____

**Picture:**

| TAX ID | ADDRESS | OWNER NAME |
|---|---|---|
| 2101002821 | 407 S HARRISON ST | HARDY, JUANITA C |

| YEAR BUILT | PHYSICAL CONDITION |
|---|---|
| 1900 | GOOD |

| ARCHITECTURAL STYLE | ADDITION(S) |
|---|---|
| NATIONAL FOLK | NONE APPARENT |

| NHL DISTRICT | NR DISTRICT | NR LISTED | MEETS NR CRITERIA | 1980 NR RATING | MD INVENTORY | CONTRIBUTING | NC CODE |
|---|---|---|---|---|---|---|---|
| | | | | B | | Y | |

**NOTES**

HEAVILY MODERNIZED 2 1/2 STORY GABLE-FRONT-AND WING DWELLING. ENTRY PORTICO NOT ORIGINAL. VINYL SIDING + REPLACEMENT WINDOWS.

RECEIVED
AUG 21 2025
TOWN OF EASTON

HD 25 - 81

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

| | |
|---|---|
| Application #: | 2025 - 1546 |
| Date Received: | 08/21/2025 |
| Fee Paid: | $75.00 |
| HDC Meeting Date: | 09/22/2025 |
| Date Property Posted: | 09/15/2025 |

# 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: 407 S Harrison St., Easton

☐ Contributing ☒ Non Contribut ng YEAR BUILT: 1900 NATIONAL REGISTAR #

**PROPERTY INFORMATION**

OWNER NAME: Kelly Uphoff

TELEPHONE NO. EMAIL

**Applicant or Agent**

NAME: Dominic Cappella Christine M Dayton Architect, P.A.

TE EPHONE NO. EMAIL

Description of Proposal (include additional sheets, as necessary)

Add a shed roof over an existing masonry patio to align with the existing porch gable. Extend the board and batten siding at the front door across the proposed front porch under the new roof. Add base and capital to existing columns. Paint all existing stained wood. F.G. comp. shingles, 'K' gutter, Board and batten siding to match existing. We feel that due to the previous renovations this structure is no longer contributing and the introduction of a shed roof at the patio better integrates the existing porch gable into the mass of the structure. Plus a freestanding 6x8 shed made of manufactured wood (LP Smartside board & batten)

Specific Requirements

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  Commercial - $200 Residential - $75 Signs - $75 Staff Approval $25
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**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** | Dominic Cappella |
| **Date** | 8/19/2025 |
| **Printed Name of Applicant or Agent** | Dominic F. Cappella - Christine M. Dayton Architect, P.A. |

Revised 4.4.2022

# Historic District Commission Application Checklist

**Revised December 2022**

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ALL MATERIALS TO MATCH THE EXISTING.

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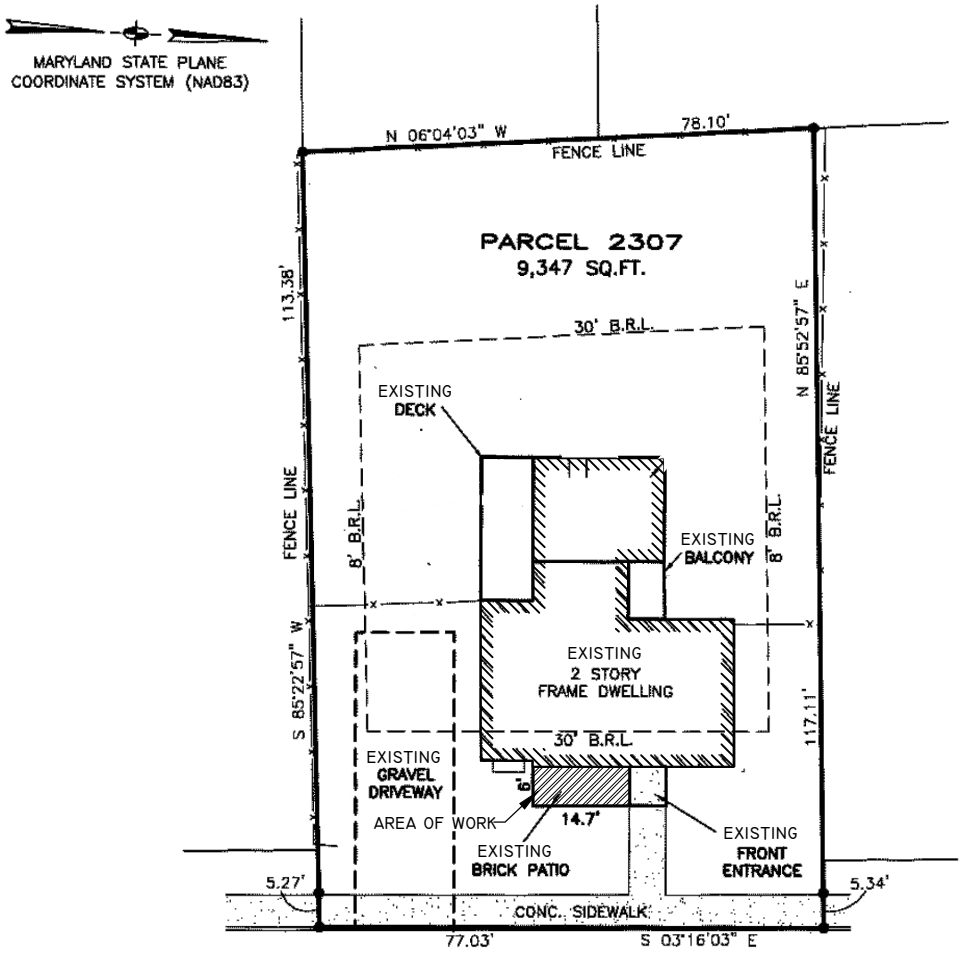



SOUTH HARRISON STREET

0 20 40 60

GRAPHIC SCALE

## GENERAL NOTES

1) PROPERTY: 407 S. HARRISON STREET
ADDRESS: EASTON, MD 21601

2) DEED REFERENCE: 2761 / 235

3) CURRENT ZONING: "R10A"
SETBACKS FOR "R10A":
FRONT: 30'
SIDES: 8'
REAR: 30'

4) THE LAND SHOWN HEREON LIES ENTIRELY WITHIN FLOOD ZONE X PER F.I.R.M. PANEL

## LEGEND

PROPERTY LINE

B.R.L. AND BUFFERS

FENCE LINE

## LOT COVERAGE

| | EXISTING | PROPOSED |
|---|---|---|
| DWELLING | 1,203 SQ.FT. | 1,523 SQ.FT. |
| WALKWAYS | 518 SQ.FT. | 497 SQ.FT. |
| PATIOS | 70 SQ.FT. | 86 SQ.FT. |
| BALCONY | – | 47 SQ.FT. |
| DRIVEWAY | – | 684 SQ.FT. |
| DECK | – | 176 SQ.FT. |
| **TOTALS** | **1,791 SQ.FT.** | **3,013 SQ.FT.** |

STATE OF MARYLAND
CHRISTOPHER D. WATERS
No. 11052
PROFESSIONAL LAND SURVEYOR

MY CURRENT LICENSE EXPIRES 02/10/2023

| |
|---|
| DATE: 02/08/2021 |
| SCALE: 1" = 20' |
| DRAWN BY: J. MILLS |
| JOB No. |
| SHEET No. 1 OF 1 |

SITE PLAN
ON THE LANDS OF
MARK PERRY
AND
NINIA LEGRAND PERRY

TAX MAP: 105, GRID: EA, PARCEL: 2307
IN THE TOWN OF EASTON, TALBOT COUNTY, MARYLAND

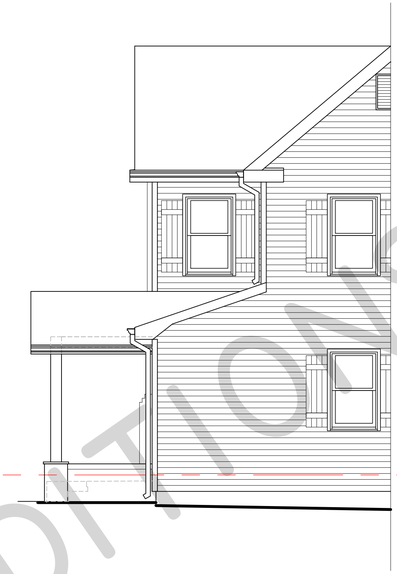
DAVIS, BOWEN & FRIEDEL, INC. ARCHITECTS ENGINEERS SURVEYORS
EASTON, MARYLAND (410) 770-4744
SALISBURY, MARYLAND (410) 543-9091
MILFORD, DELAWARE (302) 424-1441



C:\Users\NickCappella\OneDrive - Christine Dayton Architect\Projects\Uphoff_407 S Harrison\DWG\2_Preliminary-Schematic\Uphoff_PRELIMINARY_07July09_2025.dwg, 8/19/2025 1:41:34 PM, DWG To PDF.pc3, ANSI full bleed A (8.50 x 11.00 Inches), 1:160.8

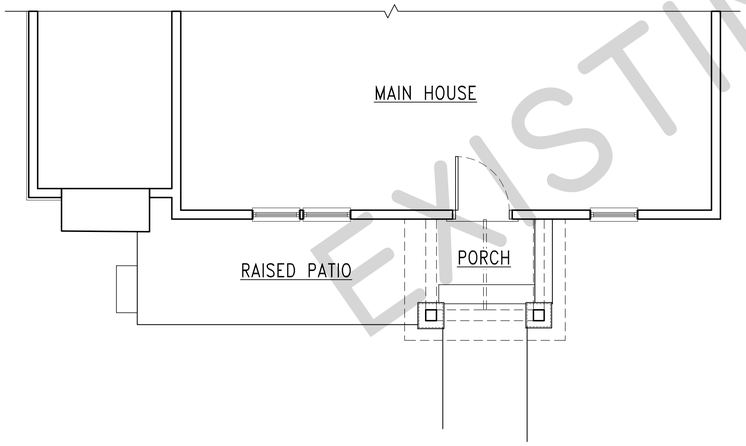
2 EXISTING FRONT (EAST) ELEVATION

1/4"=1'-0"



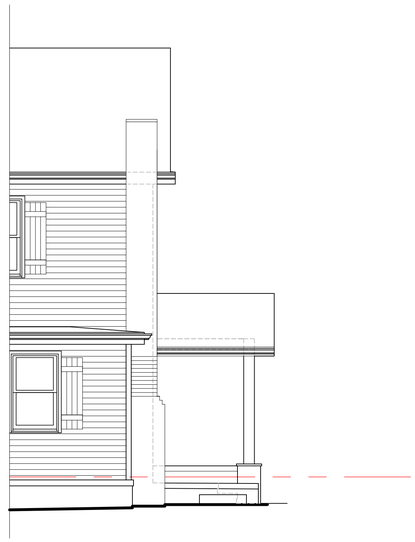
3 EXISTING RIGHT SIDE (NORTH) ELEVATION

1/4"=1'-0"




1 EXISTING FLOOR PLAN

1/4"=1'-0"



4 EXISTING LEFT SIDE (SOUTH) ELEVATION

1/4"=1'-0"

EXISTING CONDITIONS

NOTICE OF COPYRIGHT THESE PLANS ARE COPYRIGHTED AND ARE SUBJECT TO COPYRIGHT PROTECTION. THE PROTECTION INCLUDES BUT IS NOT LIMITED TO, THE OVERALL FORM AS WELL AS THE ARRANGEMENT AND COMPOSITION OF SPACES AND ELEMENTS OF THE DESIGN. UNDER SUCH PROTECTION, UNAUTHORIZED USE OF THESE PLANS WORK FORMS REPRESENTED CAN LEGALLY RESULT IN THE CESSATION OF SUCH CONSTRUCTION OR BUILDINGS BEING SEIZED OR RAZED.

CHRISTINE M. DAYTON
ARCHITECT PA
P.O. BOX 1659, EASTON MD. 21601 · 410-822-3130

I CERTIFY THAT THESE DOCUMENTS
WERE PREPARED OR APPROVED BY ME,
AND THAT I AM A DULY LICENSED
ARCHITECT UNDER THE LAWS OF THE
STATE OF MARYLAND, LICENSE #9566
EXPIRATION DATE 6/21/27

UPHOFF EXTERIOR RENOVATION
407 S. HARRISON ST.

EXISTING PLAN AND ELEVATIONS

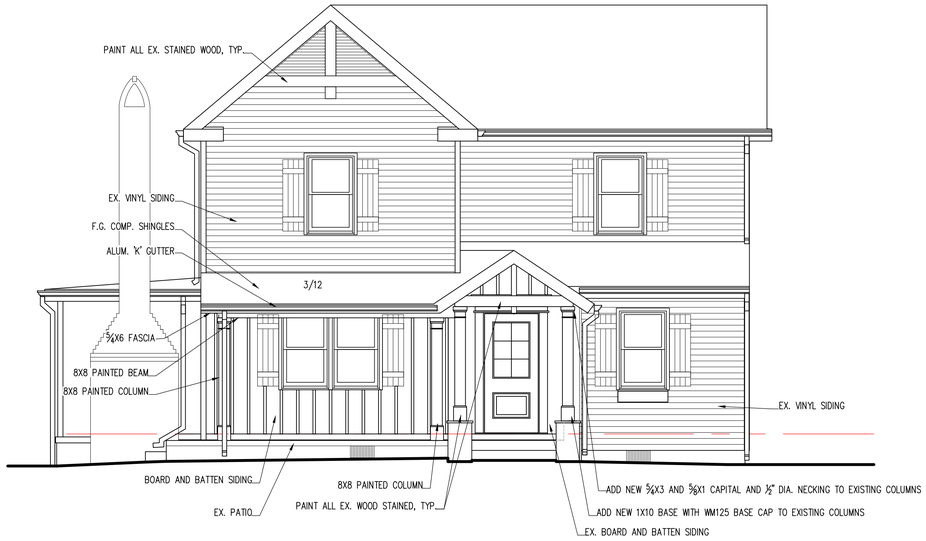
SCALE:
1/4"=1'-0"

DATE:
11 JULY 2025

SHEET 1 OF 1

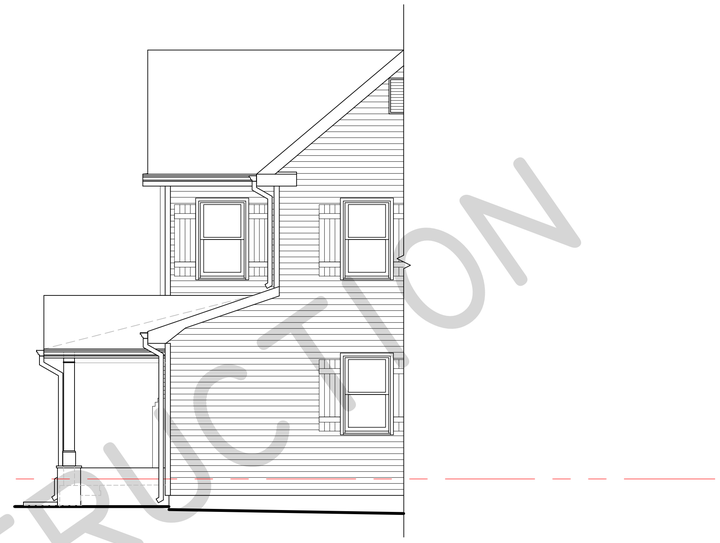
EXI

EXISTING CONDITION HDC DOCUMENTS



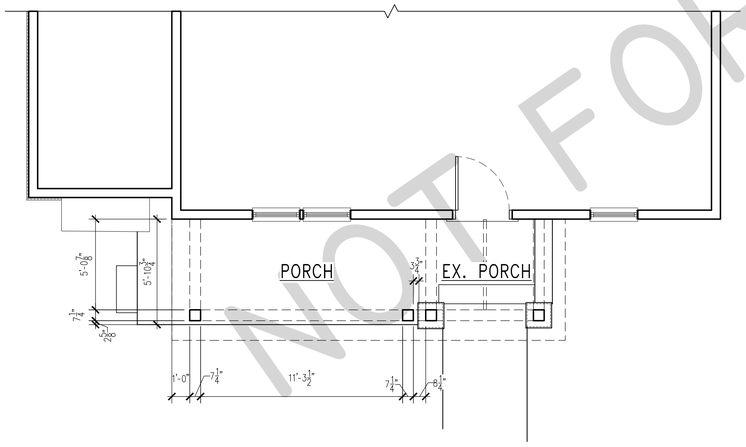

2 FRONT ELEVATION (EAST) - PROPOSED

1/4"=1'-0"



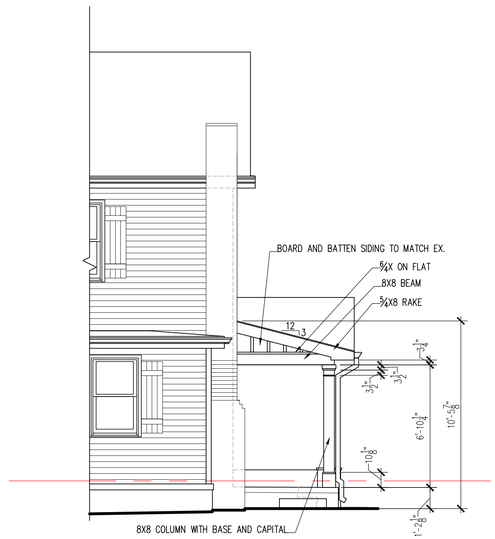
3 RIGHT SIDE (NORTH) ELEVATION - PROPOSED

1/4"=1'-0"




1 FLOOR PLAN - PROPOSED

1/4"=1'-0"




4 LEFT SIDE (SOUTH) ELEVATION - PROPOSED

1/4"=1'-0"

NOT FOR CONSTRUCTION

CHRISTINE M. DAYTON
ARCHITECT P.A.
P.O. BOX 1659, EASTON MD. 21601 · 410-822-3130

I CERTIFY THAT THESE DOCUMENTS
WERE PREPARED OR APPROVED BY ME,
AND THAT I AM A DULY LICENSED
ARCHITECT UNDER THE LAWS OF THE
STATE OF MARYLAND, LICENSE #9566
EXPIRATION DATE 6/21/27

UPHOFF EXTERIOR RENOVATION
407 S. HARRISON ST.

PLAN AND ELEVATIONS - PROPOSED

SCALE:
1/4"=1'-0"

DATE:
20 AUGUST 2025

SHEET 1 OF 1

HDC DOCUMENTS

PI

NOTICE OF COPYRIGHT THESE PLANS ARE COPYRIGHTED AND ARE SUBJECT TO COPYRIGHT PROTECTION. THE PROTECTION INCLUDES BUT IS NOT LIMITED TO, THE OVERALL FORM AS WELL AS THE ARRANGEMENT AND COMPOSITION OF SPACES AND ELEMENTS OF THE DESIGN. UNDER SUCH PROTECTION, UNAUTHORIZED USE OF THESE PLANS, WORK FORMS REPRESENTED, CAN LEGALLY RESULT IN THE CESSATION OF SUCH CONSTRUCTION OR BUILDINGS BEING SEIZED OR RAZED.

C:\Users\MJC\OneDrive - Christine Dayton Architect\Projects\Uphoff 407 S Harrison\DWG\2_Preliminary Sheets\Uphoff_PRELIMINARY_07Uph_2025.dwg 8/20/2025 3:53:13 PM DWG To PDF.pc3
ANSI full bleed D (22.00 x 34.00 Inches) 2.0.0.1

Photos for 407 S. Harrison Street

East (street) and South Side

East (Street) and North Side

Front Porch Detail

405 S. Harrison St.

409 S. Harrison St.

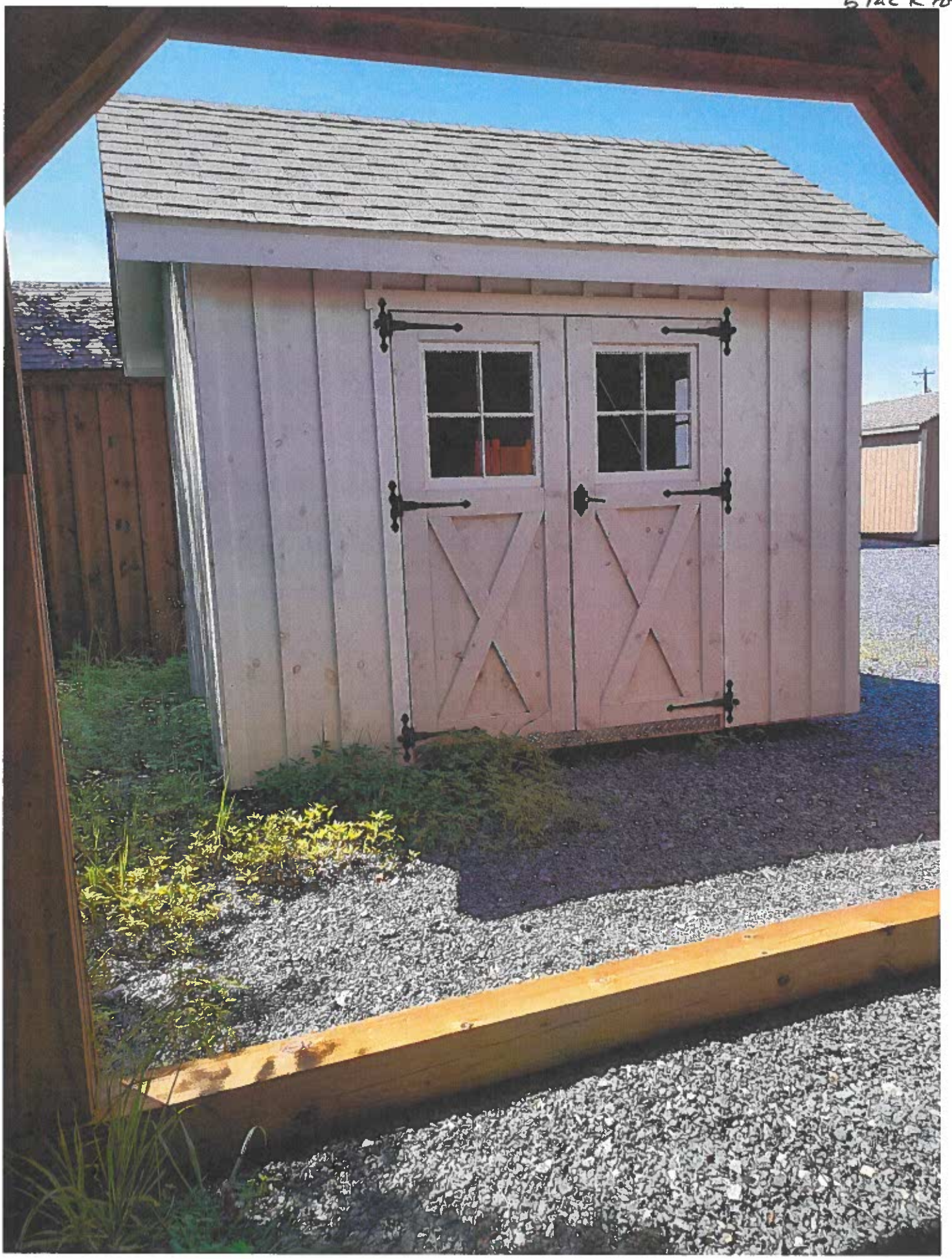
404 & 406 S. Harrison St.

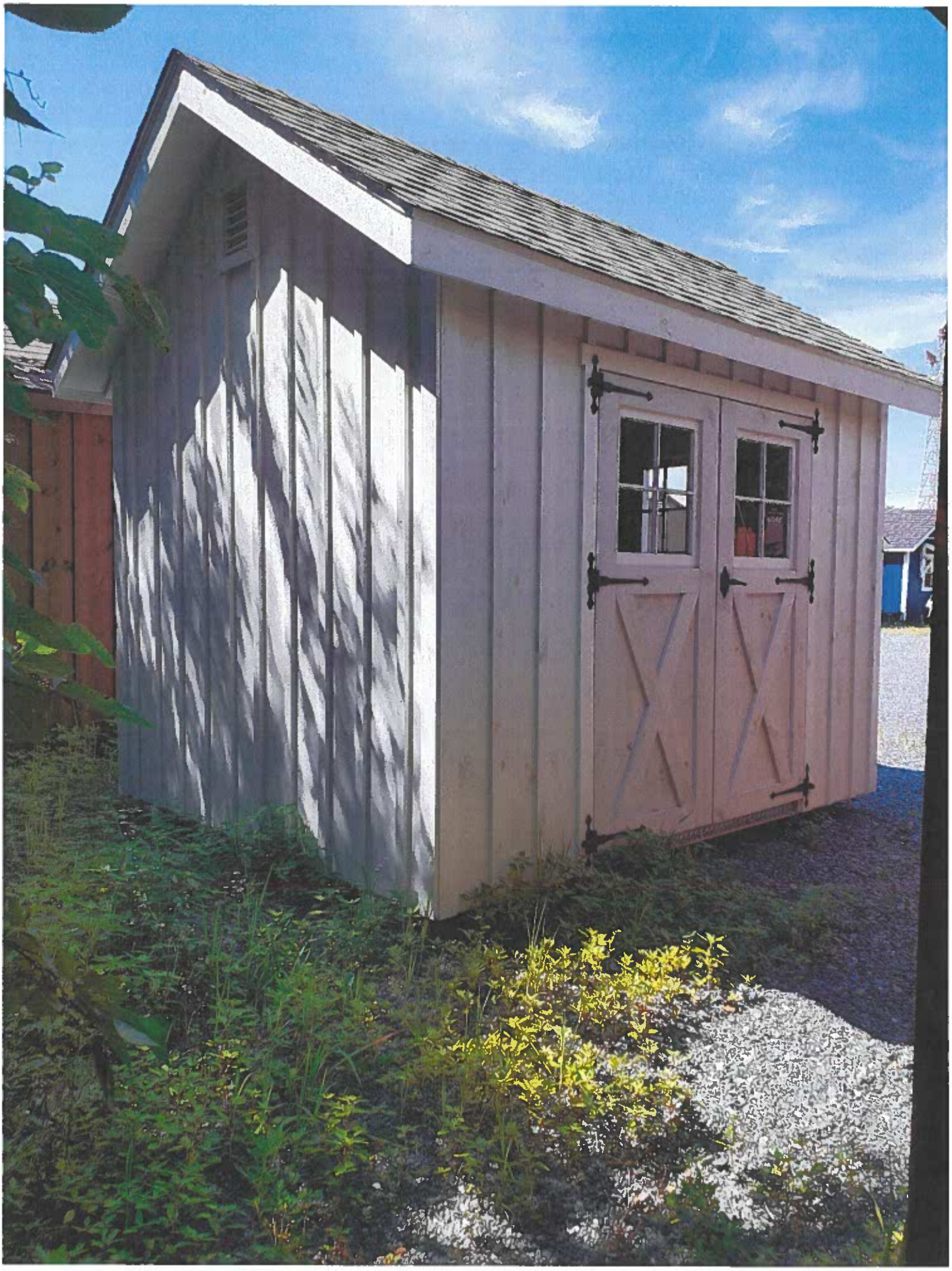
Materials for 407 S. Harrison St.

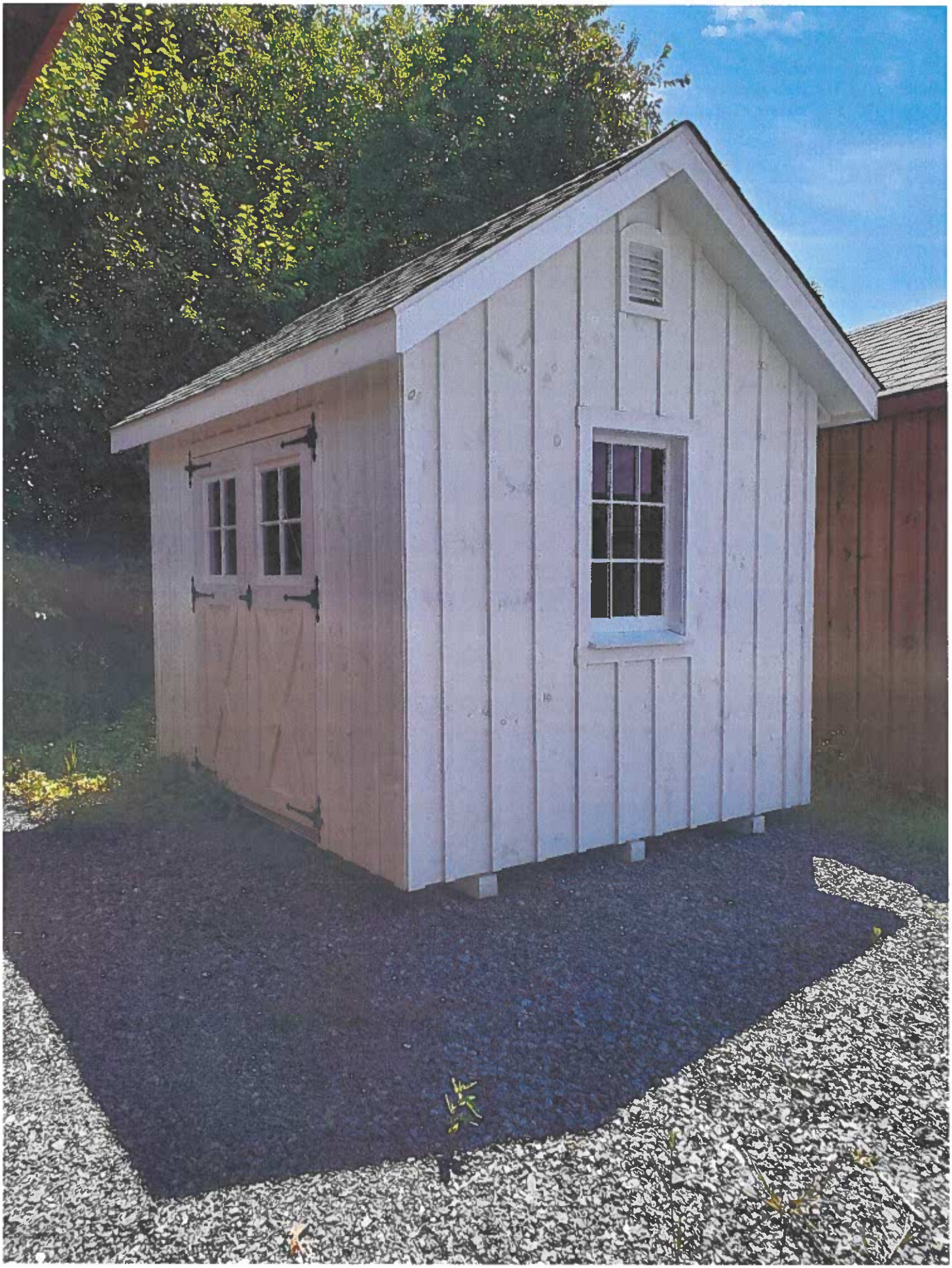
All materials and finishes shall match existing.

- F.G. Composition shingles
- Board and batten siding - white - under proposed roof and at side of porch roof
- Alum. "K" gutter - white
- Painted columns, beams, and porch ceiling – size to match existing
- Add base and cap to existing columns
- Paint main gable timber element

example shed but mine will be 6x8, single door, painted wh
black roo







# EASTON HISTORIC DISTRICT SURVEY

**PROPERTY #:** _____

**Picture:**

| TAX ID | ADDRESS | OWNER NAME |
|---|---|---|
| 2101002821 | 407 S HARRISON ST | HARDY, JUANITA C |

| YEAR BUILT | PHYSICAL CONDITION |
|---|---|
| 1900 | GOOD |

| ARCHITECTURAL STYLE | ADDITION(S) |
|---|---|
| NATIONAL FOLK | NONE APPARENT |

| NHL DISTRICT | NR DISTRICT | NR LISTED | MEETS NR CRITERIA | 1980 NR RATING | MD INVENTORY | CONTRIBUTING | NC CODE |
|---|---|---|---|---|---|---|---|
| | | | | B | | Y | |

**NOTES**

HEAVILY MODERNIZED 2 1/2 STORY GABLE-FRONT-AND WING DWELLING. ENTRY PORTICO NOT ORIGINAL. VINYL SIDING + REPLACEMENT WINDOWS.

**Town of Easton Historic District Commission**
**Draft Decision Summary**
Monday, September 8, 2025 at 6:00 p.m.
Town Hall Chamber 2
14 S. Harrison Street, Easton, Maryland

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**Archived video of the meeting is available at:**
**Town of Easton Agenda and Minutes (eastonmd.gov)**

**Attendance:**

Commission Members:
Ernie Demby, Chairperson
Maria Brophy CFM, Vice Chairperson
Emily Carey
Joshua Startt AIA

Staff:
Miguel Salinas, Planning and Zoning Director
Nicholas Johnson AICP, Town Planner (Current)
Samantha Smith, Administrative Specialist

**Absent:**

Commission Members:
Kevin Bateman
Jim Carr
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 September 8, 2025 Agenda Summary. Commissioner Startt seconded the motion.**

| Vote | 4 - 0 - 3 |
|---|---|
| FOR: | 4 - Demby, Brophy, Carey, Startt |
| AGAINST: | 0 |
| ABSTAIN: | 0 |
| ABSENT: | 3 - Bateman, Carr, Stuart |

3. **Old Business** — None

**4. New Business —**

**a. File No.:** **2025 - 1548 / HD 25 - 83**
**Applicant:** **Angela Lynn Adams**
**Location:** 206 Davis Avenue, Easton, MD 21601
Tax Map 0105, Grid 00EA, Parcel 2193
**Zoning:** R-7A

**Request**: The Applicant is requesting approval for the demolition of an existing non contributing shed, and the installation of a new 12' x 28' fabricated shed in the rear yard.

**Background:** While the Historic District survey notes a historic outbuilding on this property, Town records indicate that a building permit for the demolition of a one car garage and the installation of what is presumably the existing shed was issued in June of 1996 (#96-11813).

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

**Applicant Presentation**:
Angela Lynn Adams

**Public Comment —** None
**Public Comment Written —** None

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

1. **The shed shall be the model labeled "Classic Series Vinyl".**
2. **Siding shall be LP Smart Side.**
3. **All other materials shall be composite or wood.**
4. **The replacement shed shall be re-installed in the same location as the existing shed.**

**Vice Chairperson Brophy seconded the motion.**

| Vote | 4 - 0 - 3 |
|---|---|
| FOR: | 4 - Demby, Brophy, Carey, Startt |
| AGAINST: | 0 |
| ABSTAIN: | 0 |

ABSENT: 3 - Bateman, Carr, Stuart

**b. File No.: 2025 - 1549 / HD 25 - 84**
**Applicant: Bluepoint Hospitality Group**
**Location:** 103 N. Washington Street, Easton, MD 21601
Tax Map 0104, Grid 00EA, Parcel 1261
**Zoning:** CB

**Request**: **The request for the installation of new signage has been withdrawn from the September 8, 2025 Historic District Commission agenda.**

**5. Discussion Item —**

**a. Property Maintenance Enforcement Action for the Historic Outbuilding at 210 E. Dover Street —** On June 23, 2025, the Commission made a determination to pursue enforcement action on an accessory structure located at 210 E. Dover Street. Following a site visit on July 2, 2025, the Town of Easton Building Inspection Division deemed the outbuilding to be “unsafe". The owner was formally requested to make an application before the Historic District Commission to discuss the restoration, repair and renovation of the structure. At their August 11, 2025 meeting, the Commission requested a replacement plan for the accessory structure that contributes to the historic character of the surrounding area.

Mr. Christian Chute AIA was present on behalf of Randall Walbridge LLC to discuss the demolition of the existing accessory structure at 210 E. Dover Street, and a proposed replacement plan to add additional parking, and a 16’ x 8’ enclosement with a concrete slab to house two (2) dumpsters. Mr. Chute described the existing site conditions, highlighting the significant clutter and unsanitary conditions of the garbage receptacles that collect both prior to and following trash collection. He suggested that the proposed enclosement would visibly improve the site and enhance its cleanliness. The replacement exhibit features architectural shingles, a corrugated metal roof, and an extended concrete slab connecting to the asphalt for refuse rollout. The proposed structure will be built with cedar stained wood. The Commission discussed the placement and setbacks of the structure to the road, with the recommendation that the new structure aligns with the façade of the main structure. Additionally, staff advised the Applicant to contact Easton Utilities to confirm any existing utility easements.

This is the first of two required meetings for the demolition of a contributing structure in accordance with Section 2.9 of the Historic District Guidelines' Demolition Review Procedures. A formal application will be submitted by the Applicant for the Commission's consideration at a subsequent meeting.

**6. Decision Summary Review —**

**Vice Chairperson Brophy moved to approve the August 25, 2025 Decision Summary. Commissioner Startt seconded the motion.**

| Vote | 4 - 0 - 3 |
|---|---|
| FOR: | 4 - Demby, Brophy, Carey, Startt |
| AGAINST: | 0 |
| ABSTAIN: | 0 |
| ABSENT: | 3 - Bateman, Carr, Stuart |

**7. Administrative Approval**

**a. File No.: 2025 - 1556 / HD 25 - 86**
**Applicant: Town and Country Roofing & Siding Inc.**
**Location:** 107 E. Earle Avenue, Easton, MD 21601
Tax Map 0105, Grid 00EA, Parcel 2126
**Zoning:** R-10A

**Request**: The Applicant is requesting administrative 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*

**b. File No.: 2025 - 1557 / HD 25 - 87**
**Applicant: Town and Country Roofing & Siding Inc.**
**Location:** 225 S. Aurora Street, Easton, MD 21601
Tax Map 0105, Grid 00EA, Parcel 2149
**Zoning:** R-10A

**Request**: The Applicant is requesting administrative 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*

**c. File No.: 2025 - 1558 / HD 25 - 88**
**Applicant: Town and Country Roofing & Siding Inc.**
**Location:** 309 S. Aurora Street, Easton, MD 21601
Tax Map 0105, Grid 00EA, Parcel 2248
**Zoning:** R-10A

**Request**: The Applicant is requesting administrative 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 Carey seconded the motion. The meeting was adjourned at 6:42 p.m.