



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

Monday, November 24, 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

Attendance:

Commission Members:

Ernie Demby, Chairperson
Maria Brophy CFM, Vice Chairperson (via teleconference)
Kevin Bateman
Jim Carr
Joshua Startt AIA
Michael Stuart (via teleconference)

Staff:

Miguel Salinas, Planning and Zoning Director
Nicholas Johnson AICP, Town Planner (Current)

Absent:

Commission Members:

Emily Carey

Staff:

Samantha Smith, Administrative Specialist

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

2. Agenda Summary Review —

**Commissioner Carr moved to approve the November 24, 2025 Agenda Summary.
Commissioner Startt seconded the motion.**

Vote	<u>4 - 0 - 0 - 3</u>
FOR:	4 - Demby, Bateman, Carr, Startt
AGAINST:	0
ABSTAIN:	0
ABSENT:	3 - Brophy, Carey, Stuart

3. Old Business —

- a. **File No.:** 2023 - 0924 / HD 23 - 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 requesting an amendment to the previously approved scope of work to the Dover Street and Washington Street facades of this structure. The proposed changes include removing a door and brick step on the Dover Street facing facade and re-installing a new door at grade. A new egress window will be added to the alley facing facade and a small window opening will be bricked in. The Applicant has also modified the placement of the doors and windows on the alley facing facade. This is a contributing structure to the Historic District, and is listed on the Maryland Inventory of Historic Places (T-402).

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. Most recently on May 24, 2025, the Commission approved the replacement of four (4) second floor windows with clad-wood windows with decorative grilles to match the existing pattern, and the construction of a small second floor addition on the Dover Street façade.

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 41. Maintain Original and Historic Doors*
- v. *Guideline 42. Make Sensitive Replacements (Doors)*
- vi. *Guideline 43. Restore Missing or Inappropriately Altered Doors*
- vii. *Guideline 53. Façade Illumination*

- viii. *Guideline 89. Maintain Historic Windows*
- ix. *Guideline 90. Make Sensitive Replacements (Windows)*
- x. *Guideline 93 Sills, Lintels, and Frames*

Staff Presentation:

Miguel Salinas, Planning and Zoning Director
 Nicholas Johnson AICP, Town Planner - Current

Applicant Presentation:

Richard Marks, 4 North LLC

Public Comment — None

Public Comment Written — None

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

<u>Vote</u>	<u>4 - 0 - 2 - 1</u>
FOR:	4 - Brophy, Bateman, Startt, Stuart
AGAINST:	0
ABSTAIN:	2 - Demby, Carr
ABSENT:	1 - Carey

4. New Business —

- a. **File No.:** 2025 - 1601 / HD 25 - 117
- Applicant:** Callahan Signs
 on behalf of MacLeod Law Group
- Location:** 31 E. Dover Street, Easton, MD 21601
 Tax Map 0103, Grid 00EA, Parcel 1222
- Zoning:** CB

Request: The Applicant is proposing to install a 27” by 14” wall sign to be mounted above the entrance to the second-floor unit. The building to which the sign will be mounted is a contributing structure to the Historic District.

Historic District Guideline references:

- i. *Guideline 25. General Guidelines for Signage*
- ii. *Guideline 35. Wall Signs*

Staff Presentation:

Miguel Salinas, Planning and Zoning Director
 Nicholas Johnson AICP, Town Planner - Current

Applicant Presentation:

John Callahan, Callahan Signs

Public Comment — None

Public Comment Written — None

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

<u>Vote</u>	<u>6 - 0 - 0 - 1</u>
FOR:	6 - Demby, Brophy, Bateman, Carr, Startt, Stuart
AGAINST:	0
ABSTAIN:	0
ABSENT:	1 - Carey

- b. File No.:** 2025 - 1593 / HD 25 - 113
Applicant: VF Builders
on behalf of Victoria Walk Condominiums
Location: 408A Goldsborough Street, Easton, MD 21601
Tax Map 0103, Grid 00EA, Parcel 1091
Zoning: R-7A

Request: The Applicant is seeking approval for alterations to the front porch. The existing tongue and groove wood porch decking will be replaced with 1” composite decking with a grooved edge, and two (2) round columns on the front porch will also be replaced in-kind. This is a contributing structure to the Historic District, and is listed on the Maryland Inventory of Historic Places (T-424).

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 64. Preserve Historic Porches*
- v. Guideline 65. Make Sensitive Replacements (Porches)*
- vi. Appendix B.2. Common Substitute Materials*

Staff Presentation:

Miguel Salinas, Planning and Zoning Director
Nicholas Johnson AICP, Town Planner - Current

Applicant Presentation:

Charles and Sydney Mills
Camryn Schooley, VN Management, Inc.

Public Comment — None
Public Comment Written — None

Commissioner Bateman moved to table the application pending additional research regarding alternate deck materials, and additional information on the proposed method of installation. Commissioner Carr seconded the motion.

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

- c. File No.:** 2025 - 1608 / HD 25 - 118
- Applicant:** James Carr
- Location:** 107 Brookletts Avenue, Easton, MD 21601
Tax Map 0104, Grid 00EA, Parcel 1923
- Zoning:** R-10A

Request: The Applicant is requesting approval for the demolition and subsequent reconstruction of an attached pool house/outbuilding. The new structure will be rebuilt in the original footprint and will utilize materials that include cementitious lap siding, architectural asphalt shingles, K-style gutters, aluminum-clad wood windows, and skylights.

Background: While the main structure of the property is a contributing structure to the Historic District, the Historic District survey notes a modern garage/cottage as non contributing. The construction of the original garage was approved by the Commission on June 13, 1988 (#88-7315). On September 10, 1990, the Commission approved the demolition of this garage and the reconstruction of a 22' x 28' garage (#90-8292). The construction of the existing pool house/garage was approved by the Commission on July 12, 2004 (#04-4037).

Historic District Guideline references:

- i. Guideline 100. Rear Additions*
- ii. Guideline 129. Partial Demolition*

Staff Presentation:

Miguel Salinas, Planning and Zoning Director
Nicholas Johnson AICP, Town Planner - Current

Applicant Presentation:

James Carr

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>4 - 0 - 1 - 2</u>
FOR:	4 - Demby, Brophy, Bateman, Startt
AGAINST:	0
ABSTAIN:	1 - Carr
ABSENT:	2 - Carey, Stuart

5. Discussion Item —

- a. Redevelopment at 521 August Street: Sidewalk Material — Commissioner Bateman provided an update regarding the approved sidewalk material at 521 August Street. The East End Area Association has since coordinated with the developer and reached a mutually agreeable solution to revise the sidewalk material to be exclusively brick.

6. Decision Summary Review —

**Commissioner Startt moved to approve the November 10, 2025 Decision Summary.
Commissioner Bateman seconded the motion.**

<u>Vote</u>	<u>4 - 0 - 0 - 3</u>
FOR:	4 - Demby, Bateman, Carr, Startt
AGAINST:	0
ABSTAIN:	0
ABSENT:	3 - Brophy, Carey, Stuart

7. Administrative Approval

- a. **File No.:** 2025 - 1609 / HD 25 - 119
Applicant: Tidewater Heating & Cooling
on behalf of Matthew and Jennifer Woltmann
Location: 211 Davis Avenue, Easton, MD 21601
Tax Map 0105, Grid 00EA, Parcel 2198
Zoning: R-7A

Request: The Applicant is requesting administrative approval for an after the fact installation of a HVAC mini-split. 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 exterior line sets shall be painted to match the surface to which they are attached.
2. The units shall be located on a non-visible side façade, or screened from view using planting, 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:

- i. Guideline 2.5 Staff Approvals*
- ii. Guideline 48. HVAC*

- b. File No.:** 2025 - 1610 / HD 25 - 120
Applicant: Brevon Developers
on behalf of Kenneth S. Dederick and Rosa E. Sanchez
Location: 303 Goldsborough Street, Easton, MD 21601
Tax Map 0103, Grid 00EA, Parcel 0741
Zoning: R-7A

Request: The Applicant is requesting administrative approval for an after the fact installation of a HVAC mini-split. 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 exterior line sets shall be painted to match the surface to which they are attached.
2. The units shall be located on a non-visible side façade, or screened from view using planting, 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:

- i. Guideline 2.5 Staff Approvals*
- ii. Guideline 48. HVAC*

8. Consent Docket — None

9. **Adjournment** — Commissioner Bateman moved to adjourn. Commissioner Carr seconded the motion. The meeting was adjourned at 7:11 p.m.