

**HISTORIC DISTRICT COMMISSION  
APRIL 5, 2014**

Chairman Michael Lane called the regular meeting to order at 4:00 p.m. In attendance were Commission members Alexa Cawley, Lucy Maddox, Nancy McGuire, Ed Minch and Ted Maris-Wolf, Kees de Mooy, Zoning Administrator, Jennifer Mulligan, Town Clerk and guests.

Mr. Lane stated that the Chestertown Historic District Commission takes its authority from Chapter 93 of the Code of the Town of Chestertown and operates under the Historic District Design Guidelines that were adopted by the Mayor and Council of Chestertown on October 7, 2002 and revised March 7, 2012.

Mr. Lane asked if there were any additions or corrections to the minutes of the meeting of March 5, 2014. **Mr. Minch moved to approve the minutes as submitted, was seconded by Ms. Maddox and carried unanimously.**

Items on the consent calendar were as follows:

- a. BP2014-19 – Majestic Gardens, 335A High Street – Sign;
- b. BP2014-24 – Jonathan Jones, 207 Mount Vernon Avenue – Fence.

Ms. McGuire asked to remove both items from the consent calendar.

The first application was BP2014-24 from Jonathan Jones at 207 Mount Vernon Avenue for a fence. Mr. Lane read the application into the record. Ms. Beverly Jones presented. Ms. McGuire stated that she wanted to note for the record that because the fence was going to be oak, it should be stained. Ms. Jones stated that she would prefer to have a whitewashed look and said that the fences all up and down the block were natural or plastic.

Mr. Lane stated that the fences on Mount Vernon were the result of not being included in the Historic District until recently. He said that fences in the Historic District are to be either painted or stained. Ms. Jones agreed.

**Ms. McGuire moved to approve BP2014-24 for a fence as submitted, with the understanding that the fence will be painted or stained, in accordance with the Design Guidelines, was seconded by Mr. Minch and carried unanimously.**

The next item on the agenda was BP2014-19 from Majestic Gardens at 335A High Street for a sign. Ms. Amy Hague was present for the application. Mr. Lane read the application into the record. Ms. McGuire asked if there would be a wood frame around the sign and said that this was a very large sign and asked how it would be anchored. Ms. Hague stated that the sign would have a wood molding around it and said that it would be anchored into the soffit with a bracket.

Ms. Hague stated that she would prefer a plastic sign that would be a lighter weight. Mr. Lane stated that according to the Guidelines, page 47, Section 3.13, "Signs should not conceal architectural detail or clutter the buildings image or distract from the unity of the façade, but rather, should complement the overall design". He suggested mimicking the sign at the Christian Bookstore. Ms. McGuire stated that she would not approve a plastic sign.

Mr. Minch suggested moving the sign down and centering it on the fascia board. Mr. Lane stated that the sign, as proposed, went above the roofline. He said that he thought the top of the sign should meet the bottom of the roofline. Ms. McGuire stated that the applicant may also want to shorten the sign so that it did not cover any of the windows.

After discussion, Ms. Hague decided to table the application until she could come up with a sign more in scale with the building. The Commission agreed.

The next item on the agenda was BP2014-15 from Alice Ritchie at 116 N. Queen Street for an addition and renovation. Mr. Lane read the application into the record. Ms. Ritchie was present for the application.

Ms. Ritchie stated that the existing additions did not meet code as the ceilings were too low and the additions sat on the ground, adding that she did not know when the additions were built.

Ms. Ritchie stated that the original façade would be restored using original windows from the sides of the house. A window would be added on the first floor in the center of the building where it once existed, at some point, but had been concealed. The windows currently on the front façade were replacement windows. Ms. Ritchie explained that Anderson WoodWright windows would be installed on the side of the building, as well as on the proposed new addition.

Ms. Ritchie stated that she submitted two options for rear dormers. She said that she preferred Option A over Option B.

**Ms. Cawley moved to approve demolition of the existing non-code compliant additions on the rear of the property, was seconded by Mr. Minch and carried unanimously.**

**Ms. McGuire moved to approve removal of the replacement windows on the front façade of the house to be replaced with original windows used from the right gable end of the building (3 windows on second level, 2 windows and a door on the first floor), as well as the additions and dormer as shown in Option A on the drawings, and materials as proposed (wood shingles, Anderson WoodWright windows), was seconded by Ms. Maddox and carried unanimously.**

The next item on the agenda was BP2014-22 from William Creager at 199 N. Queen Street for a garden shed renovation. Mr. Lane read the application into the record. There

were no questions regarding the application. **Ms. Maddox moved to approve BP2014-22 as presented, was seconded by Mr. Minch and carried unanimously.**

**SULTANA PROJECTS – 200/204 S. CROSS STREET – UPDATE ON BUILDING DESIGN**

Mr. Drew McMullen of Sultana Projects, Inc. was present for the application. He showed a rendering of the approved building to date. He said that Maryland Historical Trust indicated that it would be acceptable to them if the roofline, connecting the addition to the original buildings, was lowered as much as possible while still permitting entry from the first and second floor. He said that they also were interested in the existing cornice of the building and wanted to see the roof of the hyphen (either below the existing cornice or above it) so that the existing cornice becomes a feature of the interior of the building.

Mr. McMullen stated that MHT wanted Sultana to preserve the south side of the existing building as much as possible.

Mr. McMullen stated that a box gable design was incorporated into the plan. He said that it eliminated the slanting roof, and a glass wall was introduced at the hyphen. He said that the Maryland Historic Trust approved the plan. There was an illustration on the second to last page of the handout.

Mr. McMullen stated that the roof on the hyphen did not match up with the roofline of the project shop portion of the building. He said that code pushed the project shop up to make sure that there was sufficient roof height on the second story. The solar panels would still be installed.

Mr. McMullen stated that the footprint of the new building remained the same as was approved by the Historic District Commission.

Mr. McMullen stated that a letter was received from the Maryland Historical Trust that determined there would be a negative impact on the existing historic building, but they did approve the revised design. Mr. Lane stated that the glass wall worked well.

The consensus of the Commission was that the glass wall was an overall improvement as were the changes to the project shop.

Ms. McGuire asked if there were any training programs available for the Commission. Mr. Lane stated that he would email Mr. de Mooy.

Mr. Lane asked if Mr. Maris-Wolf and Mr. Minch were comfortable with the Design Guidelines. Mr. Minch stated that he thought the guidelines were good but would like to see them in practice.

Ms. McGuire stated that the Design Guidelines were useful and the more that they used them, the better off the Commission would be. She said that they should be referred to as often as possible.

Mr. Lane reminded the Commission that a majority of the membership had to vote in order for a motion to carry, so there had to be four (4) in favor for a motion to pass.

Ms. McGuire stated that she would update the form that spells out the sections and would include the page numbers in the Guidelines for the Commission.

There being no further business, **Mr. Minch moved to adjourn the meeting at 5:05 p.m., was seconded by Ms. Cawley and carried unanimously.**

Submitted by:   
Jennifer Mulligan  
Stenographer

Approved by:  
Michael Lane  
Chairman

**AGENDA  
HISTORIC DISTRICT COMMISSION  
APRIL 2, 2014**

4:00 p.m.

1. Minutes of previous meeting of March 5, 2014
2. Consent Calendar
  - a. BP2014-19 – Majestic Garden, 335A High Street – Sign
  - b. BP2014-24 – Jonathan Jones, 207 Mt. Vernon Avenue - Fence
3. New Business
  - a. BP2014-15 – Alice Ritchie, 116 N. Queen Street – Addition and Renovation
  - b. BP2014-22 – William Creager, 199 N. Queen Street – Garden Shed Renovation
  - c. Sultana – Building renovations