

HISTORIC DISTRICT COMMISSION
MAY 7, 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 April 5, 2014. **Ms. Maddox moved to approve the minutes as submitted, was seconded by Ms. Cawley and carried unanimously.**

Items on the consent calendar were as follows:

- a) BP2014-26 – Drew McMullen, 211 N. Water Street – Ratify roof approval;
- b) BP2014-29 – Laura Garrabrant, 413 High Street – Screen existing porch
- c) BP2014-31 – Alice Macnow, 108 S. Kent Street – Roof
- d) BP2014-36 – Richard Keaveney/Poor Richards, 221 High Street – Repaint sign
- e) BP2014-38 – DiQuinzio/Edge Construction, 502 Cannon Street – roof

Mr. Lane stated that he was in yesterday to review the applications and there were four (4) out of five (5) applications that did not have signatures by the owner for work to be done by the contractor. Ms. Mulligan stated that she was able to obtain three (3) out of the four (4) authorizations today.

Mr. Lane stated that in the application process, if the applicant is going to have someone else do the work then they must have a signature by the owner. It was an easy fix, but something that the Commission had to be aware. Unless there is a signature for the official record, the application is incomplete.

Mr. Lane stated that he was going to pull BP2014-38 from DiQuinzio and Edge Construction at 502 Cannon Street for a roof, as there was no authorization from the homeowner in the file.

Ms. McGuire asked if the roof at 211 N. Water was a replacement in kind. Ms. Mulligan stated that the roof was flat and could not be seen and had been approved between meetings due to a leak.

Ms. Cawley moved to approve the following applications as they were in keeping with the Design Guidelines for the Historic District:

- a) BP2014-26 – Drew McMullen, 211 N. Water Street – Ratify roof approval;

- b) BP2014-29 – Laura Garrabrant, 413 High Street – Screen existing porch;
- c) BP2014-31 – Alice Macnow, 108 S. Kent Street – Roof;
- d) BP2014-36 – Richard Keaveney/Poor Richards, 221 High Street – Repaint sign.

The motion was seconded by Mr. Maris-Wolf and carried unanimously.

Mr. Lane moved to approve BP2014-38 from DiQuinzio/Edge Construction for a roof at 502 Cannon Street, with the understanding that an authorization form would be signed by the owner, was seconded by Ms. McGuire and carried unanimously.

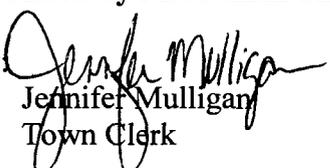
Mr. Lane stated that Mr. de Mooy sent along information regarding a meeting in Philadelphia in late July with the National Association for Historic Preservation Commissions (NAPC). He said that costs for the meeting and travel would be covered by the Town.

Mr. de Mooy stated that the Maryland Association of Historic District Commissions has been in touch regarding training, so if commission members could not make the meeting in Philadelphia there would be other opportunities for training.

Mr. Lane stated that there would be an ethics training at Town Hall on Friday, May 16th at noon for anyone interested.

There being no further business, Ms. Cawley moved to adjourn the meeting at 4:12 p.m., was seconded by Mr. Minch and carried unanimously.

Submitted by:


Jennifer Mulligan
Town Clerk

Approved by:

Michael Lane
Chairman

AGENDA
HISTORIC DISTRICT COMMISSION
MAY 7, 2014

4:00 p.m.

1. Minutes of previous meeting of April 2, 2014
2. Consent Calendar
 - a. BP2014-26 – Drew McMullen, 211 N. Water Street – Ratify roof approval
 - b. BP2014-29 – Laura Garrabrant, 413 High Street – Screen existing porch
 - c. BP2014-~~31~~ – Alice Macnow, 108 S. Kent Street – Roof
 - d. BP2014-36 – Richard Keaveney/Poor Richards, 221 High Street – repaint existing sign
 - e. BP2014-38 – DiQuinzio/Edge Construction, 502 Cannon Street - roof