

**HISTORIC DISTRICT COMMISSION
SEPTEMBER 4, 2013**

Chairman Michael Lane called the regular meeting to order at 4:00 p.m. In attendance were Commission members Rob Busler, Douglass Gates, Lucy Maddox, Nancy McGuire and Meghan Habas Siudzinski, Kees de Mooy, Zoning Administrator, Jennifer Mulligan, Stenographer 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 August 7, 2013. **Mr. Busler moved to approve the minutes as submitted, was seconded by Ms. McGuire and carried unanimously.**

The items on the consent calendar were as follows:

- a. BP2013-90 – Marjorie Adams/Mimi's, 307 High Street for a sign and lighting;
- b. BP2013-92 – Dave Glenar, 103 S. Kent Street for storm windows and siding;
- c. BP2013-93 – Nancy McGuire, 103 S. Mill Street for a rear roof;
- d. BP2013-94 – Ken Noble, 216 Mt. Vernon Avenue for a shed roof; and
- e. BP2013-95 – J. R. Alfree/Lemon Leaf Café, 337 High Street for a sign.

Mr. Busler stated that he had a question on BP2013-93 from Nancy McGuire. Ms. McGuire asked that her application be removed from the consent calendar as she thought that a Commissioner's application should not be on the consent calendar.

Ms. Habas Siudzinski stated that she was familiar with the following applications and they were in accordance with the Design Guidelines and moved to approve:

- a. **BP2013-90 – Marjorie Adams/Mimi's, 307 High Street for a sign and lighting;**
- b. **BP2013-92 – Dave Glenar, 103 S. Kent Street for storm windows and siding;**
- d. **BP2013-94 – Ken Noble, 216 Mt. Vernon Avenue for a shed roof; and**
- e. **BP2013-95 – J. R. Alfree/Lemon Leaf Café, 337 High Street for a sign.**

The motion was seconded by Mr. Gates and carried unanimously.

The next item on the agenda was BP2013-93 from Nancy McGuire at 103 S. Mill Street for a rear roof. Ms. McGuire recused herself from the application. Mr. Lane read the application into the record. Ms. McGuire stated that where the roof breaks it goes flat and the standing seam roofing would be used. **Mr. Busler moved to approve BP2013-93 for a rear roof at 103 S. Mill Street, was seconded by Ms. Maddox and carried unanimously.**

The next item on the agenda was BP2013-85 from Mr. and Mrs. Ostrander at 118 N. Queen Street for an addition and restoration. Mr. Lane read the application into the record. Mr. and Mrs. Ostrander were present for the application.

Mr. Ostrander stated that there was a fire at the property and the intent was to restore the front of the house and replace the one-story rear addition with a two-story addition.

Mr. Ostrander stated that the front of the house was intact and the front windows would be reconditioned. He said that one window on the first floor was destroyed by the firemen and had to be replaced. He said that they would use an Anderson Woodwright window or Marvin wood window to duplicate the window that existed at the first floor porch. He said that there were plastic shutters on the house that would be replaced with wood. Mr. Ostrander stated that the windows on the side of the house were vinyl and some melted in the fire. The side windows would be replaced with Anderson 6-over-6 aluminum clad single-pane windows. There would be two (2) additional windows on the side elevation to allow more light into the stairwell.

Mr. Ostrander stated that the windows on the addition would be aluminum clad 6-over-1 windows to differentiate the original house from the new addition. Hardiplank siding would be used on the back addition.

Mrs. Ostrander stated that the vinyl siding on the side elevation of the house would be left in place.

Mr. Gates moved to approve the restoration of the front of the house, which sustained heavy fire damage, as proposed, noting that Section 3.6.3 of the Design Guidelines indicates that if the entire window frame is so deteriorated that it cannot be saved it should be replaced with a window of the same size, shape, design and number of light divisions as the original, was seconded by Mr. Busler and carried unanimously.

Mr. Lane stated that the applicant was requesting demolition of the addition as it had an improper foundation and did not meet code. Mrs. Ostrander stated that the addition was built in the 1960s or 1970s. Mr. de Mooy stated that he had inspected the addition and it had less than a 7' ceiling and no foundations.

Ms. Maddox moved to approve the demolition of the back addition at 119 N. Queen Street as per Section 6.2 of the Design Guidelines for demolition based on code issues and the fact that the addition was not built in the Period of Significance, was seconded by Mr. Gates and carried unanimously.

Mr. Lane stated that his only concern with the new addition was the two (2) proposed skylights. Mr. Busler stated that he did not think that the skylights would be visible from the public way.

Mr. Gates moved to approve the new addition as presented as it was in keeping with the Design Guidelines, with the condition that the skylights are in the same plane as the roof as was shown on the plans, was seconded by Ms. Maddox and carried unanimously.

Mr. Ostrander stated that the one-story garage would have the same 6-over-1 aluminum clad windows on the rear addition with Hardiplank siding and an 18' aluminum garage door as shown in the drawing. Architectural shingles would be used on the 12/12 pitched roof, the same as on the addition.

Mr. Ostrander stated that a 7' stained wooden fence and wooden pergola would be installed and submitted photos of each for the record.

Ms. McGuire moved to approve the garage as detailed on the plans, along with the fencing and pergola for BP2013-85 as she was familiar with the property and the work was consistent with the Guidelines under Section 4 – New Construction, with the understanding that all excavation on the garage and addition be monitored by a professional archaeologist meeting the “Professional Qualifications Standards” of the Secretary of the Interior. The archaeologist is to be on site at all times when excavation takes place. If any archaeological features and artifacts are uncovered, excavation shall be temporarily stopped in that location and the archaeologist given reasonable time to record those materials via photography and mapping. The results of the monitoring will be summarized by the archaeologist in a report to be submitted to the Historic District Commission for review. The report may take the form of a letter, but shall in all other respects conform to the *Standards and Guidelines for Archaeological Investigations in Maryland*, published by the Maryland Historical Trust. The motion was seconded by Mr. Busler and carried unanimously.

The next item on the agenda was BP2013-91 from Darrell Craig at 305 S. Queen Street for a screen porch. Mr. Lane read the application into the record and said that this was a non-contributing building in the Historic District. Mr. de Mooy stated that the owners could not attend the meeting but the porch would be identical to that at 311 S. Queen Street, which had previously been reviewed and approved by the HDC. **Ms. Siudzinski moved to approve BP2013-91 for Darrell Craig at 305 S. Queen Street for a screen porch under Section 3.8 Porches, was seconded by Mr. Gates and carried unanimously.**

Mr. Drew McMullen was present on behalf of Sultana Projects. He said that he hoped to submit documents for final approval at the October meeting. He gave the Commission a copy of a pamphlet from Sultana which showed a “visioning” drawing for the public. Mr. McMullen stated that he was aware that the fenestration was subject to Historic District Commission approval, but this would most likely be the design submitted.

Mr. McMullen stated that Sultana’s intention was to certify the building LEED Platinum and said it would be a first for the Upper Eastern Shore of Maryland. He said that stormwater management would be an issue because most of the site was impervious

surface, so they would have to go all out on renewable energy and energy conservation in order to achieve the certification. Mr. McMullen stated that Sultana would like to install solar panels on the non-contributing portion of the complex, noting that they would need approximately 600 square feet of solar panels on the roof.

Mr. McMullen explained that the solar panels could be installed on the back peak of the addition's roof, noting that a flat surface was required to install the solar panels. He said that the back of the roof may have to change to be a flat roof, or they could build a horizontal metal structure to affix the solar panels. He said that he did not know if the solar panels would be visible from the street but they would prepare a 3-D modeling for the Commission.

Mr. de Mooy stated that demolition may be necessary on the duplex located at on the corner of Queen Street where it turns to the condominiums that face Wilmer Park. He said that they were now beyond restoration and were about to be condemned as unfit for human occupancy. He said that it was substandard construction and there no real alternative but condemnation. Ms. McGuire asked if there would be a structural engineer's report for the file. Mr. Lane asked if the property could be rebuilt upon. Mr. de Mooy stated that one owner by themselves would not be able to rebuild given current code and setback requirements.

Mr. de Mooy stated that members of the Commission must have continuing education each year. He said that there was CLG grant money available for continuing education and asked if the Commission was interested in attending the conference in Frederick. Ms. McGuire stated that there was no schedule available at this time for the conference. Mr. Gates stated that he would like it if there was something closer available. Mr. de Mooy stated that he was waiting to hear from MAHDC on upcoming training and could also look for someone to do training in Chestertown. Mr. Lane stated that a workshop on energy would be good, especially dealing with solar panels and window replacement, noting that a packet for applicants giving acceptable alternatives would be a good idea.

There being no further business, **Mr. Busler moved to adjourn the meeting at 5:25 p.m., was seconded by Ms. Siudzinski and carried unanimously.**

Submitted by: 
Jennifer Mulligan
Stenographer

Approved by:
Michael Lane
Chairman