



Mayor & Council of Berlin

10 William Street, Berlin, Maryland 21811

Phone 410-641-2770 Fax 410-641-2316

www.berlinmd.gov

Town of Berlin Historic District Commission

August 3, 2016– 5:30 PM

Berlin Town Hall – Council Chambers



1. Call to Order
2. Agenda Adoption
3. Approval of Minutes: July 6, 2016
4. 15 Gay Street – Construction of a new mixed use building
5. 101 William Street- Exterior change adding an awning & goose neck lighting
5. Comments from the Public
6. Comments from Staff
7. Comments from the Commissioners
8. Comments from the Chairman
9. Adjournment

Any persons having questions about the above-referenced meeting or any persons needing special accommodations should contact Dave Engelhart at 410-641-4143. Written materials in alternate formats for persons with disabilities are made available upon request. TTY users dial 7-1-1 in the State of Maryland or 1-800-735-2258 outside Maryland.



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HISTORIC DISTRICT COMMISSION APPLICATION

Date: 7/28/16 Subject Property Location: 15 Gay St. Case #: 8-3-16-21
Property Owner Vorsteg Enterprises, LLC Owner Phone # 410-375-1035
Owner Address 11205 Tammy Terrace Bishopville, MD Owner Email: jpvorsteg@aol.com
Agent/Contractor: Patrick Vorsteg Agent Phone# 410-375-1035

Work Involves: Alterations New Construction Addition Demolition Sign Other

DESCRIPTION OF WORK PROPOSED: Mixed-use building. Two commercial units downstairs, two residential apartments upstairs. Parking lot to be in the rear of the building.

DOCUMENTS REQUIRED TO BE FILED WITH APPLICATION

All required documents must be submitted to the Planning Department prior to at least three (3) weeks prior to the next regularly scheduled hearing. Failure to include all the required attachments and/or failure of the applicant or his/her authorized representative to appear at the scheduled meeting may result in postponement of the application until the next regular scheduled meeting. If an application is denied, the same application cannot be resubmitted for one year from date of such action. The Berlin Historic District Commission Rules and Regulations are available for review in the Town of Berlin Planning Department.

The following items, if applicable, must be provided to Town Staff in order for the proposal to be considered:

1. Site plan.
2. Scaled drawings of plans and/or elevations of the proposal, or in the alternative, a scale model.
3. Color photographs of the existing structure, the area to be altered and close-ups of architectural details.
4. For a proposed new structure, photographs of the subject site and all buildings in the immediate vicinity.
5. All photographs shall be printed on 8½ x 11 paper or provided in digital format, and shall be labeled with a description of the contents of the photographs.
6. Samples of materials or copies of manufacturers product literature.

The applicant, or an authorized representative, has been advised to appear at the meeting of the Berlin Historic District Commission scheduled for 8/3/16 (date).

Applicant Signature P. Vorsteg Date 7/28/16

APPROVED:

Historic District Commission Chair (Date)

Planning Director (Date)



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HISTORIC DISTRICT BUILDING PERMIT APPLICATION

Date Received: <u>7/12/16</u>	Property Address: <u>101 William St. Berlin MD 21811</u>
Property Owner: <u>Hale Harrison</u>	Phone: <u>4</u>
Property Owner Address: _____	Email: _____
Applicant: <u>Lisa Hall</u>	Phone: _____
<input type="checkbox"/> Owner <input checked="" type="checkbox"/> Tenant <input type="checkbox"/> Contractor	Email: <u>lisahallberlinmd@yahoo.com</u>
Address: <u>101 William St Berlin MD 21811</u>	

Type of Work:

<input checked="" type="checkbox"/> Alterations	<input type="checkbox"/> New Construction	<input type="checkbox"/> Addition	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Demolition	<input type="checkbox"/> Sign	<input checked="" type="checkbox"/> Awning	

DESCRIPTION OF WORK PROPOSED (Please be specific) Attach addition sheet if necessary. Type of material, color, dimensions, etc. must accompany application. If signs are proposed, indicate material, method of attachment, position on building, size and front lineal feet of building, size and position of all other signs on building, and a layout of the sign.

Install black awning over entrance door
Install goose neck lights over sign
Remove & Replace 2 Colonial exterior lights with
goose neck lights that match sign lights.

All required documents must be submitted to the Planning Director at least 21 days prior to the next meeting of the Historic District Commission. See below for documents required to be filed with application.

Failure to include all the required attachments and/or failure of the applicant or his/her authorized representative to appear at the scheduled meeting may result in postponement of the application until the next regularly scheduled meeting. If an application is denied, the same application cannot be resubmitted for one year from date of such action.

I hereby certify that the owner of the subject premises has been fully informed of the alterations and that said owner is in full agreement with this application.

Applicant/Agent Signature Lisa Hall

- Site Plan, if applicable
 - Scaled and measured detailed drawings, including, but not limited to, plans and elevations of the proposed alterations or improvement, or in the alternative, a scale mock up.
 - For an existing structure, color photographs* of the structure showing all elevations, the area to be altered, close-ups of architectural detail and the area in the immediate vicinity.
 - For a proposed new structure, photographs* of the subject site and all buildings in the immediate vicinity.
 - Samples of materials or copies of manufacturers product literature.
- *Photographs shall be printed or mounted on 8 1/2 X 11 paper or cardboard, and labeled

Date Rec'd <u>7/12/16</u>	Initials <u>CD</u>	HDC Meeting <u>8/3/16</u> Case # <u>8-3-16-22</u>
HDC Approval (signature) _____		