



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 2, 2017 – 5:30 PM

Berlin Town Hall – Council Chambers



1. Call to Order
2. Agenda Adoption
3. Approval of Minutes: July 5th 2017
4. Case # 7-5-17-24, 16 Broad Street – Continuation of Signage and Lighting
5. Case # 8-2-17-26, 11 South Main Street- Roof Replacement
6. Case # 8-2-17-27, 20 North Main Street – Façade
7. Case # 8-2-17-28, Berlin Art & Entertainment – Public Art – Artisans Way
8. Comments from the Public
9. Comments from Staff
10. Comments from the Commissioners
11. Comments from the Chairman
12. 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.

Town of Berlin
Historic District Commission
July 5th 2017

The meeting for the Historic District Commission was called to order by Chairman Carol Rose at 5:30PM. In attendance were Carol Rose, Mary Moore, Betty Tustin, Robert Poli and Laura Stearns. Staff present were Laura Allen Town Administrator and Carolyn Duffy Permit Coordinator. Chairman Carol Rose called for a motion to adopt the July 5th 2017 agenda. Mrs. Betty Tustin made the motion to adopt the July 5, 2017 agenda. Mrs. Mary Moore seconded the motion and it was unanimously accepted by the commission.

Chairman Rose commented on the agenda from last month's meeting, she stated an item was added to the agenda but just as a discussion item. Per the Town Attorney David Gaskill they as a commission didn't have to rule on it. And she also wanted added to the minutes that everyone on the Historic Commission was highly in favor of the students from Stephen Decatur High School being involved in town art projects and that there were ample places in town where projects could be done. Chairman Rose called for a motion to adopt the minutes from the June 7, 2017 meeting. Mr. Robert Poli made the motion to approve the minutes from the June 7, 2017 meeting. Mrs. Laura Stearns seconded the motion and it was unamously accepted by the commission.

The next item on the agenda was the election of the Chairman & Vice Chairman. Chairman Rose explained why the election hadn't been done in January due to people being out and it would be through December 31st 2017. Chairman Rose called for nominations for Chairman. Mrs. Moore again asked Chairman Rose if she was sure she didn't want to remain seated because she had done such a good job being the Chairman. Mrs. Tustin said she had the same sentiments and also wanted to nominate the already seated Chairman Rose. Mrs. Moore thought maybe by the end of the year they would be able to decide. Mrs. Tustin said they would step up and be more supportive. Chairman Rose said she had come with the notion of not being Chairman. Chairman Rose told the Commission she would remain till the end of the year. She then called for a motion. All were in favor of her remaining the Chairman. Chairman Rose called for a motion for Vice Chairman. Mrs. Moore made the motion to nominate Mr. Robert Poli for Vice Chairman she thought his quality for details and his standards were very high and thought he was very sharp. Mrs. Tustin seconded the motion. Mr. Poli accepted and all were in favor it was unanimous.

Chairman Rose called Case # 7-5-17-22 105 South Main Street. Jason & Kelly Lazer came forward. Chairman Rose thanked them for their packet. Mr. Lazer told the commission that you couldn't see the fence from the road. Maybe from where they park the car. They said hopefully next year they would be able to do a garage. Mrs. Moore thought it was wonderful that younger people wanted to live in older homes. Mr. Lazer stated they had fallen in love with Berlin and then they walked into this house. Mr. Poli asked about the existing fences around them. Mr. Lazer stated on the left side was Brushmilller his is a wooden fence and the other side belongs to other neighbor. He told the commission he wanted it to blend in. Mrs. Laura Stearns thought it was very tasteful. Chairman Rose thought it was very nice also. She told them there was no money or grants available from Preservation Maryland. Mrs. Moore stated she thought

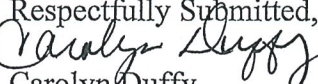
the realtors should tell home buyers about the Historic District when they were purchasing a home. Mr. Lazer told them he and his wife liked having the standards. Mr. Robert Poli made the motion to approve Case # 7-5-17-22. Mrs. Mary Moore seconded the motion and it was unanously accepted by the commission.

Chairman Rose called Case # 7-5-17-23 318 South Main. Chairman stated that this was one of her favorite houses on South Main Street. Mrs. Laura Stearns said she loved it. Mrs. Susan Curtis said they wanted to address the lighting around the house. The fence would be on the street side and would hide the ramp. The glass enclosure they would give her the details. Mr. Poli said he had looked at the house. Chairman called for a motion. Mrs. Betty Tustin made the motion to approve Case # 7-5-17-23 as presented. Mrs. Mary Moore seconded the motion and it was unanously accepted by the commission.

Chairman Rose called Case# 7-5-17-24, 16 Broad Street exterior lighting. Ms. Rhonda Pilarski told the commission it was exterior lighting and recessed lighting. She brought pictures to show the commission. Ms. Pilarski told them on the sides would be the recessed lighting you won't see it and in the back a pack light for security. She discussed with the commission about removing the scrolls from the Bridal Shop and making her sign larger. She then showed the pictures to them with the lights. She said the goose neck lighting would go above the sign. Mrs. Laura Allen asked is the size going to be bigger then she went up to take a look at what she was proposing. Chairman Rose explained that she would have to check with Mr. Engelhart about enlarging the sign due to the square footage of the building. Mrs. Betty Tustin thought there was not enough information to vote and didn't think additional lighting was needed because of the street lights.

Chairman Rose asked when the applicant was planning on opening. Ms. Pilarski stated she was planning for August 1st. Ms. Pilarski told the commission during the winter she would be open until 7:00PM. Chairman Rose told her that she parks there from time to time and it's not really that dark. Mrs. Stearns asked that they go take a look individually at the building. Ms. Pilarski told the commission because it is still light outside now she didn't have to do the back lights right now. Chairman Rose suggested a continuance of the lighting until next month. And that would give everyone opportunity to take a look. Ms. Pilarski is to check with Dave about the size of the sign. Mrs. Allen told her if the sign is bigger she would have to come back before the commission for approval. Chairman said she was approved for one size. Members concerned she may need more goose neck lighting for the dimensions of the sign.

Chairman Rose asked if there were any comments from the public, staff or commissioners. Mr. Poli said he had done some research and had spoken to the Planning Commission Chairman. With that Mr. Poli thought that the Historic Commission should be stronger in the use of their guidelines. He also felt that the district should be expanded. Mrs. Allen would check with the Town Attorney to see what recourse they have or not for getting businesses to comply. Mrs. Tustin suggested maybe in the fall they could have another work session. She thought that had been very helpful. Meeting was adjourned at 6:29PM.

Respectfully Submitted,

Carolyn Duffy



Mayor & Council of Berlin

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Phone 410-641-2770 Fax 410-641-2316
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HISTORIC DISTRICT COMMISSION APPLICATION

Date: 6/29/17 Subject Property Location: 16 Broad St. Case #: 7-517-24
Property Owner: Rhonda Pilarski Owner Phone #: 443-735-4170
Owner Address: 16 Broad St. Owner Email: Salon16.berlinmd@gmail.com
Agent/Contractor: _____ Agent Phone#: _____

Work Involves: Alterations New Construction Addition Demolition Sign Other Ext. Lighting

DESCRIPTION OF WORK PROPOSED: Exterior Lighting #1 light rack for back door and parking lot #20 (3) 1/2 inch recessed cans in soffit on the sidewalk facing gay St. #3 4, 4 inch recessed cans in soffit on front walkway. #4 goose neck lighting to shine on sign

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 July 5th 5:30pm (date).

Applicant Signature: [Signature] Date: 6/29/17

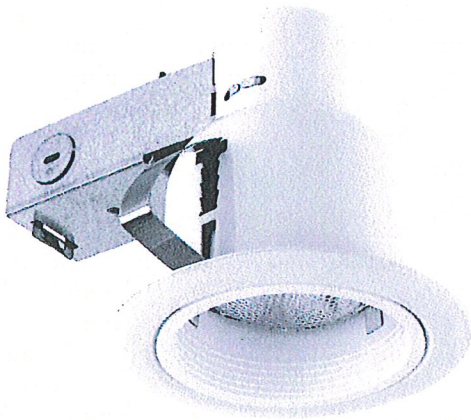
APPROVED:

Historic District Commission Chair (Date)

Planning Director (Date)

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Model # 90670 Internet #204695629



Globe Electric

4 in. Open Indoor/Outdoor White Recessed Lighting Kit

★★★★★ (3)

[Write a Review](#)

[Questions & Answers \(9\)](#)

\$12¹⁶ /each



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Quantity

-

1

+

Not in Your Store - We'll Ship It There

We'll Ship It to You

Add to Cart

Add to Cart

We'll send it to Ne Washington DC for free pickup

Free Shipping on \$45 order

Available for pickup
July 13 - July 18

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July 14

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We're unable to ship this item to:
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Product Overview

Globe Electric 90670 4 in. Open Indoor/Outdoor Recessed Lighting Kit, White Finish. This recessed lighting kit is perfect for both indoor and outdoor use. Quick and Easy Installation: includes extra-wide, patented clips that grip uneven holes and surfaces to secure effortlessly into position. Superior fit for a smarter, faster installation. This Globe recessed light fixtures are the ideal choice for kitchens, home offices and outdoor walkways. Highly focused light illuminates small areas.

- Easy to install patented clips
- Dimmable
- Generates an overall wash of light to illuminate large spaces
- Ideal for indoor and outdoor use; rust proof and damp rated
- Requires a Par 20/ 50-Watt bulb
- Full kit including: trim, housing/can, patented clip system and electrical box

Info & Guides

[Warranty](#)

You will need Adobe® Acrobat® Reader to view PDF documents.
[Download](#) a free copy from the Adobe Web site.

Specifications

Dimensions

Aperture width (in.)	3.875	Product Height (in.)	5.12
Housing depth (in.)	5.25	Product Width (in.)	7.09
Product Depth (in.)	4.84	Size	4 in.

Details

Adjustable Lamp Head	No	Number of Housings Included	1
Fixture Finish	White	Package Quantity	1
Fixture Material	Aluminum	Product Weight (lb.)	.82lb
Fixture finish family	White	Recommended Light Bulb Shape Code	PAR20
Light Bulb Base Code	Medium	Reflector finish family	White
Light Bulb Type Included	No Bulbs Included	Returnable	90-Day
New Construction or Remodel	Remodel		



Warranty / Certifications

Certifications and Listings	CSA Listed	Manufacturer Warranty	5 Years
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Model # EL0523IB Internet #207207642



Y Decor

Lora 1-Light Black Outdoor Wall-Lighting

★★★★★ (8)

[Write a Review](#)

[Questions & Answers \(5\)](#)

- Simple, versatile styling complements any exterior decor
- Durable metal construction with classic black finish
- Perfect for displaying Edison-style and other decorative bulbs

\$ **44**⁴² /each

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Pick Up In Store

This product isn't currently sold in stores

We'll Ship It to You

Out of stock online

Receive an email if this item is back in stock.

Email

Notify Me

Product Overview

The simple, traditional design of this light fixture looks great with any style of decor. Its understated style is somehow both classic and contemporary. A rich black finish gives this beautiful light a sophisticated charm. Modern and refined, this light fixture is the perfect addition to any home or business.

California residents: see [Proposition 65 information](#) ↗

- 1-light outdoor wall light
- UL listed
- Metal construction
- Black
- Ideal for vintage Edison style bulb
- Can use either LED, Compact Florescent, or Incandescent bulb
- Bulb(s) not included
- Fixture is dimmable
- For out door use
- [Click here for more information on Electronic Recycling Programs](#)

Info & Guides

[Warranty](#)

You will need Adobe® Acrobat® Reader to view PDF documents. [Download](#) a free copy from the Adobe Web site.

Specifications

Dimensions

Product Depth (in.)	10	Product Length (in.)	10
Product Height (in.)	15	Product Width (in.)	10

Details

Exterior Lighting Product Type	Outdoor Sconces	Maximum Wattage (watts)	100
Fixture Color/Finish	Black	Number of Bulbs Required	1
Fixture Material	Steel	Outdoor Lighting Features	Water Resistant, Weather Resistant
Glass/Lens Type	No glass/lens	Power Type	Hardwired
Included	Hardware Included	Product Weight (lb.)	3.5lb
Light Bulb Base Code	E26	Recommended Light Bulb Shape Code	A19
Light Bulb Type Included	No Bulbs Included	Returnable	90-Day
Maximum Bulb Wattage	100	Style	Modern

Warranty / Certifications

Certifications and Listings	1-UL Listed	Manufacturer Warranty	1 Year Limited Warranty
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[How can we improve our product information? Provide feedback.](#)

Previously Approved Case # 6-7-17-21



Opacity: 100%

Character Paragraph:

Align

Transform

Salon Sixteen

Overall Sign is 3' high x 15' long (45sf) | The "S" is 36" the "a" is 18"





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10 William Street
Berlin, MD 21811
410-641-2770
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HISTORIC DISTRICT BUILDING PERMIT APPLICATION

Date Received: <u>7-3-17</u>	Property Address: <u>11 S Main St</u>
Property Owner: <u>Dunaway</u>	Phone: _____
Property Owner Address: <u>11 S Main St</u>	Email: _____
Applicant: <u>Peninsula Roofing Co</u>	Phone: <u>410 742-6163</u>
<input type="checkbox"/> Owner <input type="checkbox"/> Tenant <input checked="" type="checkbox"/> Contractor	Email: <u>sean@peninsularoofing.com</u>
Address: <u>1209 N SBY Blvd</u> <u>Salisbury MD 21801</u>	


Type of Work:			
<input type="checkbox"/> Alterations	<input type="checkbox"/> New Construction	<input type="checkbox"/> Addition	<input checked="" type="checkbox"/> Other: <u>Re-roofing</u>
<input type="checkbox"/> Demolition	<input type="checkbox"/> Sign	<input 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.

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 

- 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>7-3-17</u>	Initials <u>CD</u>	HDC Meeting <u>8-2-17</u>	Case # <u>8-2-17-26</u>
HDC Approval (signature)			

CONTRACT

Name Donaway Furniture c/o Angela Jester

P.O. Box 77 - 11 S. Main Street

Berlin, MD. 21811

PENINSULA ROOFING COMPANY, INC
1209 N. Salisbury Blvd.
Salisbury, Maryland 21801
Phone (410) 742-6163 Fax (410)548-7944
Maryland Home Improvement Commission
License No. 647

Salisbury, MD. Date 6/27/17
(CITY AND STATE)

Job # W7218RC11/13	Phone # 410-641-1554
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The undersigned Contractor, agrees to furnish all materials and labor necessary for the work (specified below) on premises located at Office Roof Replacement 11 S. Main Street Berlin, Maryland
(Property) (City) (State)

work to begin approximately July, 2017 and be substantially complete by August, 2017 weather permitting.

SPECIFICATIONS:

- Provide an engineering report to show that the roof meets applicable code.
- Obtain a building permit from the Town of Berlin.
- Remove the existing roofing and plywood overlay down to the original roof sheathing.
 - Rotten plywood in the original sheathing would be replaced as a time and material extra.
- Install new ice and water shield over the sheathing.
 - This will allow us to complete necessary sheathing repairs as we progress and will shorten the overall length of the project.
- Install new 22 gauge galvanized "U" channels to accommodate the 2x6 nailers centered on each rafter.
- Install new doubled 2x6 nailers to serve as purlins for the metal roofing 2' on center up the slope of the roof.
- Install new 040 aluminum edge metal and flashing as needed.
- In the valley where the buildings meet install new 60 mil TPO membrane.
- Install new 60 mil TPO membrane to the rear of the front parapet and the adjoining building wall to serve as flashing.
- Mechanically attach new fleece backed TPO at the rear of the building where it cannot be seen.
- Install new 032 aluminum 18" wide panels with a 1.75" standing seam over the 2x6 purlins at the front of the building.
- Install new TPO coated metal counter flashing where the roof meets the adjoining building.
- Install new .032 aluminum fascia, gutter, and downspouts as needed.
- Provide our 2 year workmanship warranty.
- Enroll the building in our maintenance and inspection program for 2 years at no additional cost.
- Provide the manufacturer's warranty.

The undersigned property owners agree that the total sum Not to Exceed \$ 72,200.00 will be paid upon completion of work and assumes that work can be completed during normal weekday hours.

Terms: Deposit of THIRTYSIX THOUSAND ONE HUNDRED DOLLARS (\$36,100.00) due prior to start of work.

Balance of THIRTYSIX THOUSAND ONE HUNDRED DOLLARS (\$36,100.00) due upon completion.

UNPAID BALANCES SUBJECT TO A FINANCE CHARGE OF 2% PER MONTH AND THAT ALL COLLECTION FEES, ATTORNEY FEES, COURT COSTS, OR ANY EXPENSES INVOLVED IN THE COLLECTION.

This Contract shall become binding only upon written acceptance hereof by the Contractor or by an authorized agent of the Contractor; or upon commencement of the work.



Mayor & Council of Berlin

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www.berlinmd.gov



HISTORIC DISTRICT COMMISSION APPLICATION

Date: 7-10-17 Subject Property Location: 20 North Main St. Case #: 8-2-17-27

Property Owner Bill Freeman Owner Phone # 410-641-0333

Owner Address 20 North Main St. Berlin MD Owner Email: treasurechestjewelers@yahoo

Agent/Contractor: Chapendy by Wilson Dove Agent Phone# _____

Work Involves: Alterations New Construction Addition Demolition Sign Other

DESCRIPTION OF WORK PROPOSED:

replace existing windows with vinyl replacement windows
5 total
remove old air conditioning box from above back door
fix rain gutter at roof line
caulk front and repair flashing at awning

bag of shingles

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.

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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 8 1/2 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 _____ (date).

Applicant Signature [Signature] Date 7-7-17

APPROVED:

Historic District Commission Chair (Date)

Planning Director (Date)





Mayor & Council of Berlin

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Berlin, MD 21811
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HISTORIC DISTRICT BUILDING PERMIT APPLICATION

Date Received: <u>7-17-17</u>	Property Address: _____
Property Owner: _____	Phone: <u>Robin - 301-785 6661</u>
Property Owner Address: _____	Email: <u>2ndfridayartstroll@gmail.com</u>
Applicant: _____	Phone: _____
<input type="checkbox"/> Owner <input type="checkbox"/> Tenant <input type="checkbox"/> Contractor	Email: _____
Address: <u>Berlin Arts + Entertainment</u>	

Type of Work:			
<input type="checkbox"/> Alterations	<input type="checkbox"/> New Construction	<input type="checkbox"/> Addition	<input checked="" type="checkbox"/> Other: <u>Public Art, Ret</u>
<input type="checkbox"/> Demolition	<input type="checkbox"/> Sign	<input 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.

Please see attached, examples of planters and bike rack will be brought to meeting. Public Art to be installed @ Artisan Way Barrett Bldg.

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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: [Signature]

<input type="checkbox"/> Site Plan, if applicable
<input type="checkbox"/> 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.
<input type="checkbox"/> 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.
<input type="checkbox"/> For a proposed new structure, photographs* of the subject site and all buildings in the immediate vicinity.
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Date Rec'd <u>7-17-17</u>	Initials <u>CD</u>	HDC Meeting <u>8-2-17</u>	Case # <u>8-2-17-28</u>
HDC Approval (signature)			

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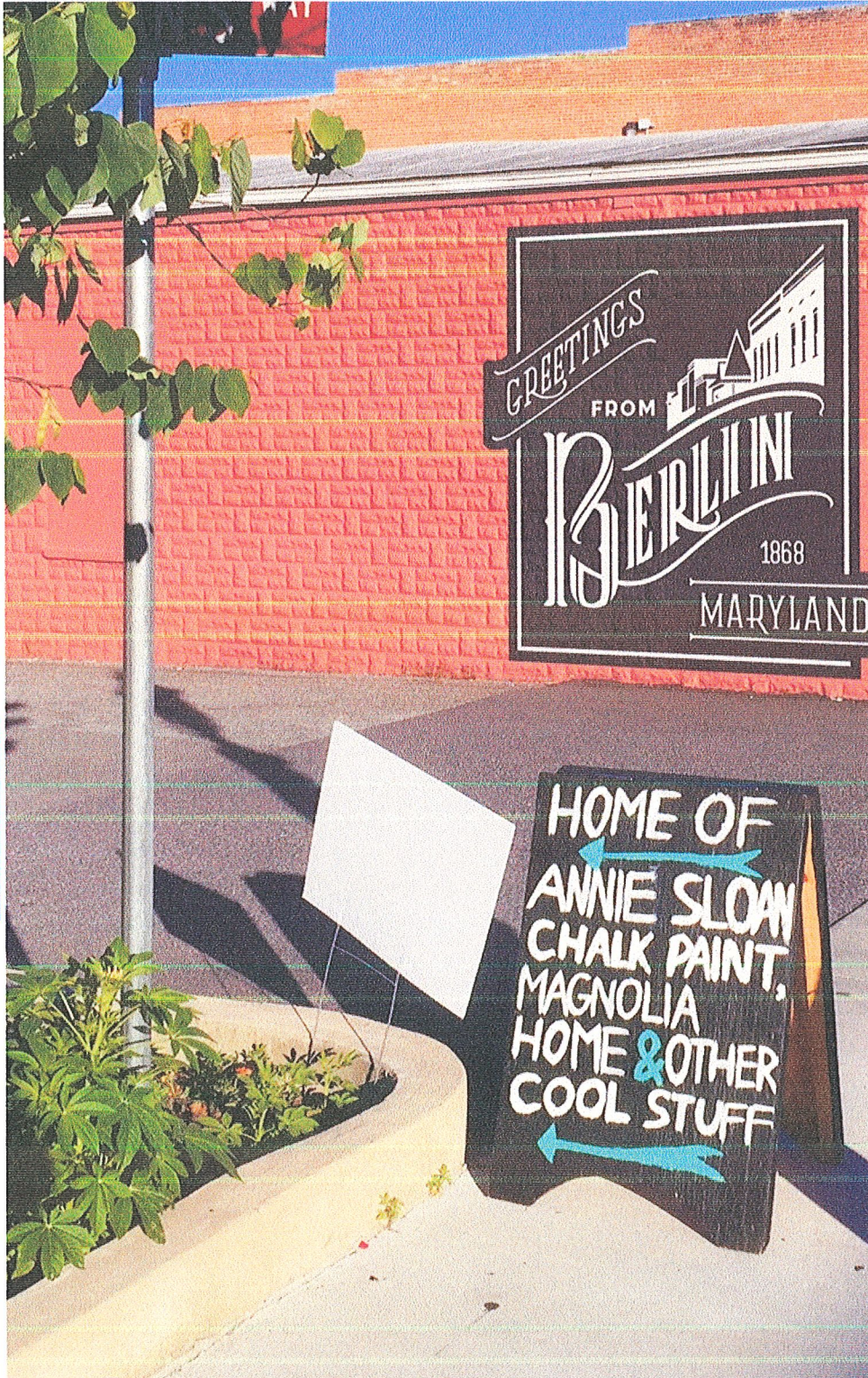


Compose

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Fwd: berlin mural

People



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Trash (187)

Smart Views

Important

Unread

Starred

People

Social

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Travel

Finance

Folders

Berlin Council Memb...

Deleted Messages

Drafts

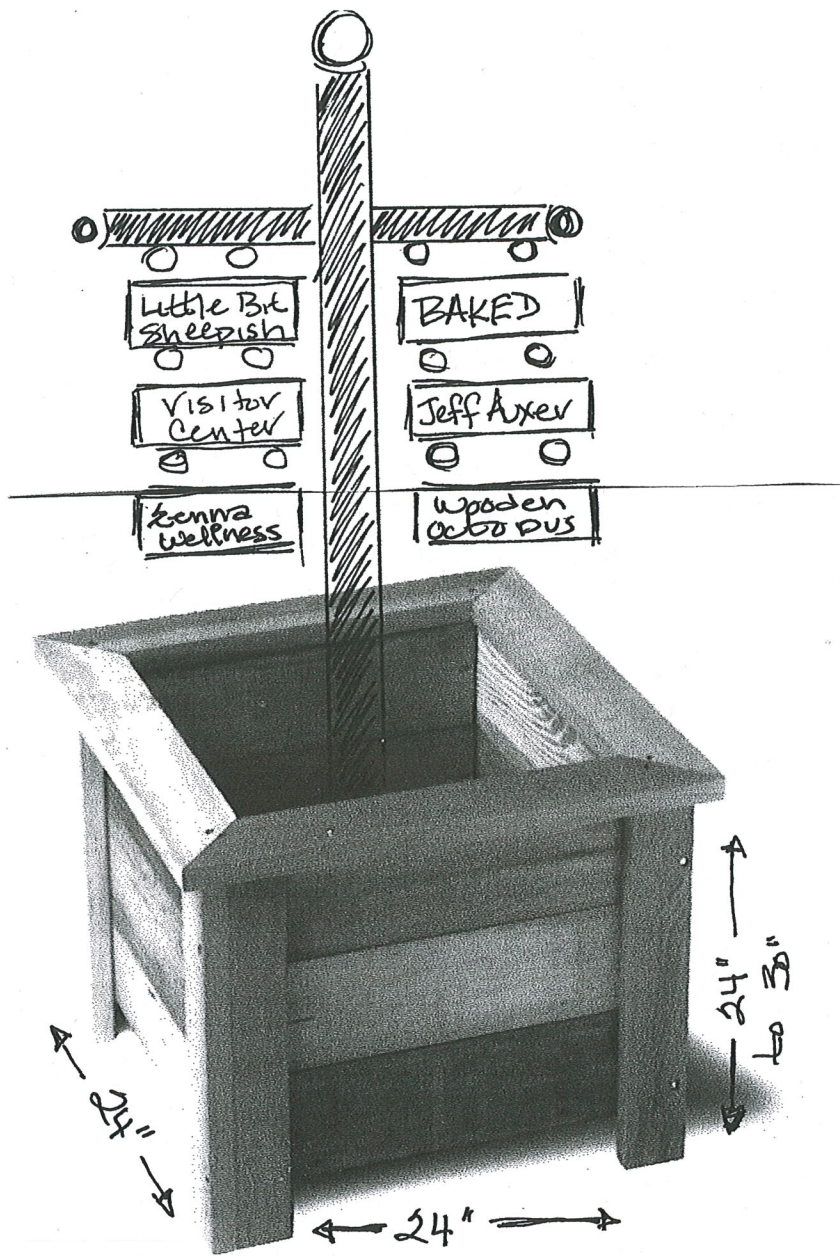
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Up to 1.10% APY. Capital One 360 Money Market Start Saving

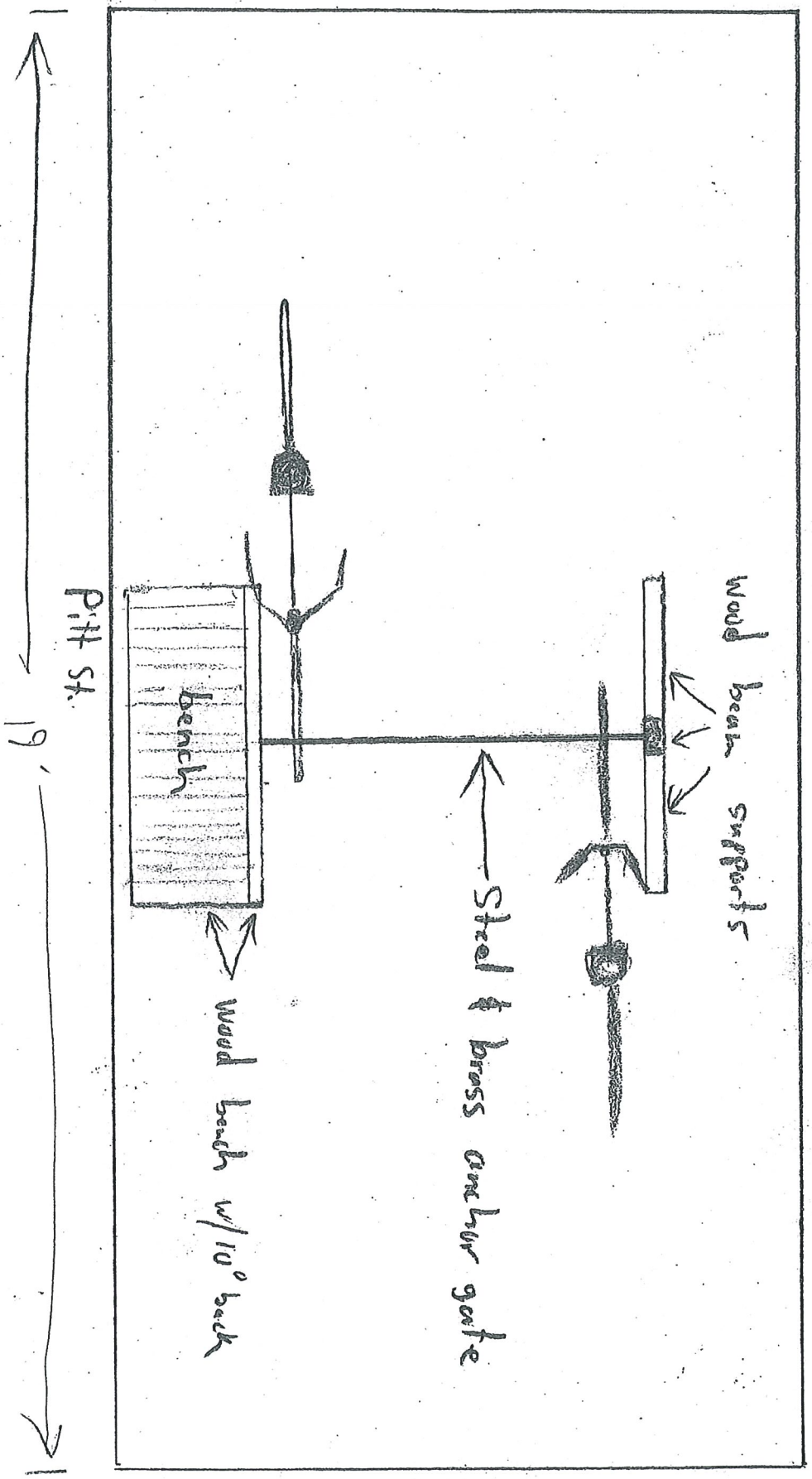


Composite Wood
Construction w/ foliage & seasonal
plantings



Anchor Wood Creelers

Pitt St. bike rack



M

1/2" ± 1'