



# 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  
April 03, 2019 – 5:30 PM  
Berlin Town Hall – Council Chambers**

1. Call to Order
2. Agenda Adoption
3. Approval of Minutes- March 6,2019
4. 8 Pitts Street – Richard Seaton - Signage
5. 12 William Street- Patty Becker - Signage
6. Comments from the Public
7. Comments from Staff
8. Comments from the Commissioners
9. Comments from the Chairman
10. 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  
March 6, 2019

The meeting for the Historic District Commission was called to order by Chairman Carol Rose at 5:30PM. Members present were Carol Rose, Dr. Robert Poli, Mary Moore, Laura Stearns and Allen Palmer the alternate for the board. Mr. Norman Bunting also joined the board when he arrived. Staff present was Planning Director Dave Engelhart and Permit Coordinator Carolyn Duffy.

Chairman Carol Rose called for a motion to adopt the agenda. Mrs. Laura Stearns made the motion to adopt the March 6, 2019 agenda. Mrs. Mary Moore seconded the motion and it was unanimously accepted by the Commission. Chairman Carol Rose called for a motion to approve the minutes from the February 6, 2019 meeting. Dr. Robert Poli made the motion to approve the minutes from the February 6, 2019 meeting. Mr. Allen Palmer seconded the motion and it was unanimously accepted by the commission.

Chairman Carol Rose called Case # 3-6-19-06 for Mr. & Mrs. Bob & Kelly Beck for Signage for 15 Gay Street. Chairman Carol Rose asked Mr. Beck to let everyone know what they would be doing at the property they would be renting. Mr. Beck stated it would be a food establishment. The focus would be on home made soups, pizza, salads and sandwiches and unlimited entrees. He stated it would be in a quick serve fashion. They have limited seating because of the size. It would be more of a take-out service. Chairman Rose said they would start with the first sign. She stated that the Board was familiar with this type of sign because of the one at the M & J Butcher Shop. She also said Fins has one like this also, so they have approved two in the Historic District. Mrs. Laura Stearns stated her only concern was if they were going to be able to see the sign. But then she noticed the size and thought it would be perfect. She stated they would need it and that she liked the style of it. Mrs. Mary Moore was excited about it. She told the Becks that she has gone to their other business quite a bit. Mr. Norman Bunting was okay with it also.

Chairman Carol Rose stated they would go to the next sign. Dr. Robert Poli stated he was concerned about the sign on the second floor. He stated if he was a resident he won't want a sign by his window. No where else in the Historic District did they have a sign like this. Mrs. Moore and Mrs. Stearns felt that sign was needed. Mrs. Moore thought it would help the shop that was there to bring shoppers down the street. Chairman Rose called for a motion for Case # 3-6-19-06. Mrs. Laura Stearns made the motion to approve case # 3-6-19-06 as submitted. Mrs. Mary Moore seconded the motion. Dr. Robert Poli opposed. It was voted 4/1.

Chairman Carol Rose asked if there were any comment from the public. Mrs. Ivy Wells Director of Economic Development was present she was excited about the pizza business coming to town. She stated everyone can enjoy good pizza. Mrs. Wells wanted to announce that Toy Town would be coming back to town. Mrs. Wells told the commission they would be coming next month for signage and the sign would be the same sign they took when they left Town. Chairman Rose asked where they were going? Mrs. Wells stated it would be where the Train

Store was. Planning Director Dave Engelhart stated right on Pitts Street. Mrs. Wells stated she was still waiting on the signs for the Welcome Center from Sun Signs. Planning Director Dave Engelhart stated we had spoken to Mr. Benito about the ramp he is in rehab and still using the ramp. Hopefully that won't be too much longer. He is still planning on doing a permanent ramp on the side and rear. Discussion continued. Chairman Rose asked about the Registry house and him completing the shed. Mrs. Brenda Malone stated that the pizza sign was hanging on the front of her store. Mrs. Moore stated should that be clarified because they have left. Planning Director Dave Engelhart stated they must get a sign permit from us we would verify location at that time. Chairman Rose called for a motion to adjourn. Dr. Robert Poli made the motion to adjourn. Mrs. Laura Stearns seconded the motion. Adjourned 5: 44PM

Respectfully Submitted,



Carolyn Duffy



# Mayor & Council of Berlin

10 William Street  
Berlin, MD 21811  
410-641-2770  
www.berlinmd.gov



## HISTORIC DISTRICT BUILDING PERMIT APPLICATION

Date Received: <u>3/6/19</u>	Property Address: <u>8 Pitts St, Berlin MD 21811</u>
Property Owner: <u>Jack Burbage</u>	Phone: <u>443-783-4133</u>
Property Owner Address: <u>9919 Stephen Decatur Hwy, Coon Creek</u>	Email: <u>delebobose@aol.com</u>
Applicant: <u>Richard Seaton</u>	Phone: <u>410-213-1900</u>
<input type="checkbox"/> Owner <input checked="" type="checkbox"/> Tenant <input type="checkbox"/> Contractor	Email: _____
Address: <u>965 McGrath Rd</u>	
<u>Eden MD 21822</u>	

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

New 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: [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>3/6/19</u>	Initials <u>CS</u>	HDC Meeting <u>4/13/19</u>	Case # <u>4-6-19-07</u>
HDC Approval (signature)			

**Carolyn Duffy**

---

**From:** Deb <delebobose@aol.com>  
**Sent:** Friday, March 22, 2019 11:38 AM  
**To:** Carolyn Duffy  
**Subject:** Approval for sign Toy Town



Hi Carolyn, here is a picture of our sign, The dimensions are w30" in, h28" in, thickness 1/2in, please call me if you have any questions 443-783-4133 thank you have a great day!  
Sent from my iPhone



# Mayor & Council of Berlin

10 William Street, Berlin, Maryland 21811

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

www.berlinmd.gov



## HISTORIC DISTRICT COMMISSION APPLICATION

Date: 3-20-2019 Subject Property Location: 12 William St. Case #: 4-3-19-08

Property Owner Patti Becker Owner Phone # 410-600-5688

Owner Address 314 N Main St. Owner Email: pattimantis@gmail.com

Agent/Contractor: Jason Becker Agent Phone# 410-600-5688

Work Involves:  Alterations  New Construction  Addition  Demolition  Sign  Other

### DESCRIPTION OF WORK PROPOSED:

Repainting existing sign attached to 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 April 3, 2019 (date).

Applicant Signature P. Becker Date 3-20-19

APPROVED:

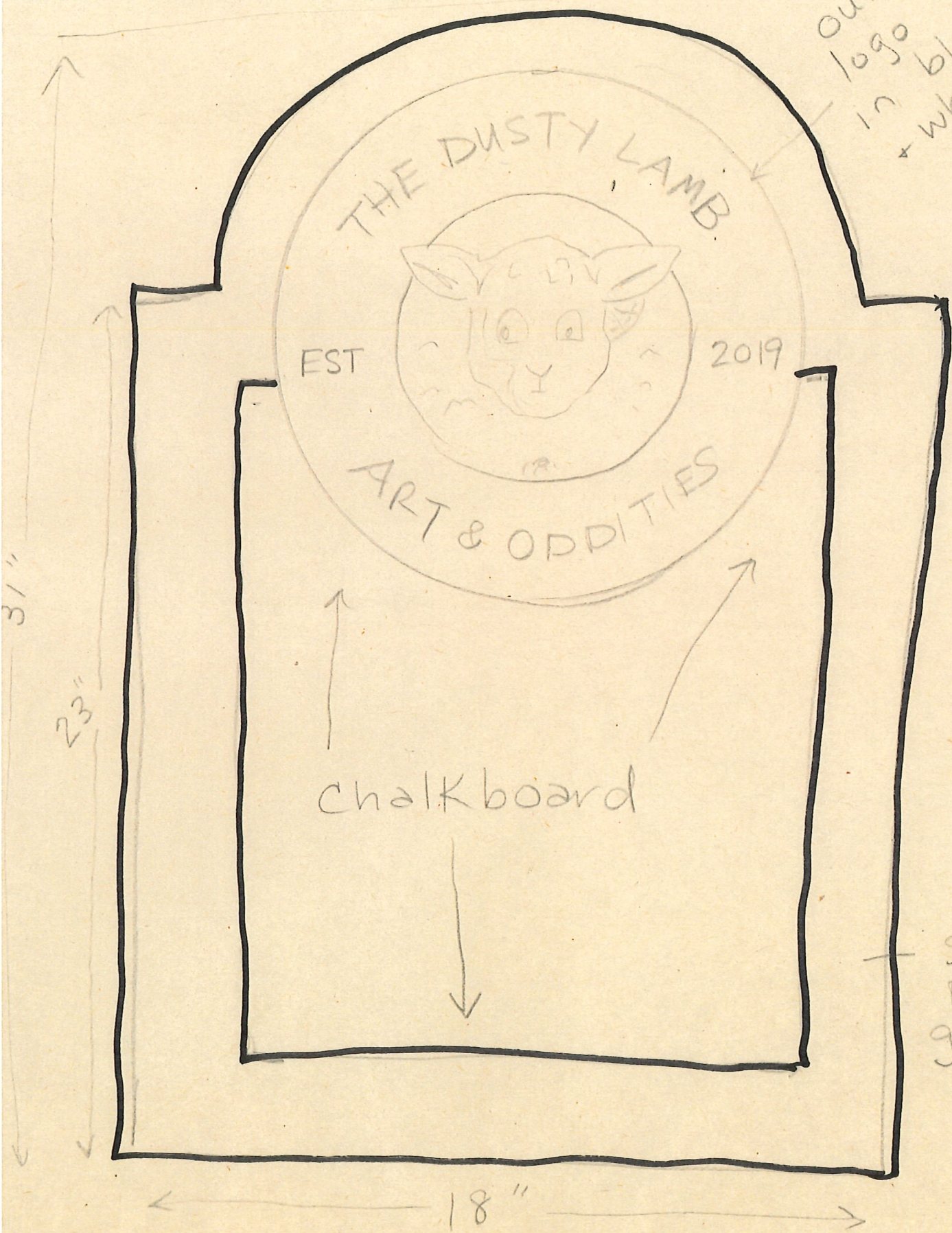
Historic District Commission Chair (Date)

Planning Director (Date)



SW 7747  
Recycled Glass

Our  
logo  
in black  
& white



Chalkboard

Sea  
Foam  
green

18"





12 William Street