



# THE CITY OF FROSTBURG

## Historic District Commission Meeting Minutes

Monday, April 13, 2026 at 6:00 PM

Frostburg Municipal Center Meeting Room 100  
37 S. Broadway, Frostburg, MD 21532

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### 1. Call to Order

Chair Dawn Hein called the meeting to order at 6:03 P.M.

### 2. Pledge of Allegiance

### 3. Authority

*The Maryland Land Use Article empowers Frostburg's Historic District Commission to implement the City's Historic Preservation Overlay District according to the regulations set forth in the Frostburg Zoning Ordinance. All meetings of this Commission are open to the public and are conducted in compliance with Maryland's Open Meetings Act.*

### 4. Statement of Purpose

*The Frostburg Historic District Commission is charged with the preservation of historic structures and the surroundings within the designated district in order to safeguard the heritage of the City, stabilize and improve property values, strengthen the local economy and foster civic beauty.*

### 5. Roll Call

Chair Dawn Hein, Vice Chair Joseph Hoffman, Robert Rephan, and Maureen Brewer were present. William Determan and Alternate Member Daniel Filer were absent.

### 6. Approval of the Agenda

A. Motion and Second to Approve the Agenda for the April 2026 Meeting.

Commissioner Brewer made a motion to approve the April 2026 agenda as presented. The motion was seconded by Vice Chair Hoffman, a vote was taken, and the agenda was unanimously approved.

### 7. Approval of the Minutes

A. Minutes from the March 2026 Meeting.

Motion and Second to Approve the Minutes for the March 2026 Meeting.

Vice Chair Hoffman made a motion to approve the March 2026 meeting minutes as presented. The motion was seconded by Commissioner Brewer, a vote was taken, and the minutes were unanimously approved.

### 8. Project Presentations

#### A. 18 S. Broadway - Addition

Alex Rumgay, owner of Allegany/Garrett Titles & Settlements, Inc., presented his proposal to install a fabric covered awning above the door to his business at 18 S. Broadway. Mr. Rumgay stated that the awning would be black and white and would not alter the exterior brick on the structure. Discussion was held regarding the height of the awning and the method of mounting the awning to the structure, to ensure that the awning is mounted in the mortar.

Hearing no further discussion, Commissioner Brewer made a motion to approve the proposal, stating "I have studied the application and all relevant documents and presentation related to

this case, and I am familiar with the property in question. I find that:

The proposed changes are compatible with the neighborhood because there is a general compatibility of exterior design/scale/proportion/arrangement/texture/materials to be used.

Based on these findings I move to approve the proposal because the use of exterior materials are closely similar in appearance to original materials or significant buildings in the District, pursuant to Section 4.1.J.1.c."

Commissioner Rephan seconded the motion, a vote was taken, and the project was unanimously approved.

## **9. Old Business**

### **A. 76 Unboxed - Historic District Management Platform - Test Community**

Rachel Thompson of JMA Resources, Inc. joined the meeting virtually to give a quick update on the 76 Unboxed website. Ms. Thompson detailed bug fixes and website updates that had been made over the past month. Discussion was held between the Commissioners and Ms. Thompson regarding the purpose of the website, outreach opportunities, and potential sources of information on historic properties within the district.

### **B. Discussion on Updates to the Historic District Guidelines**

Staff and Commission members discussed the proposed updates to the Historic District Guidelines, specifically pertaining to Demolition, as had been discussed at the previous few meetings. Staff had researched the guidelines from some of the other municipalities in the region, which included Cumberland, Hagerstown, and Frederick, to provide examples of potential updates to be considered.

Discussion was held regarding the various guidelines that should be considered when demolition projects are proposed, with the City of Cumberland's Demolition Guidelines being discussed as basis for Frostburg's updated guidelines.

Hearing no further discussion, Vice Chair Hoffman made a motion to have City Staff review and adapt the City of Cumberland's Historic District Demolition Guidelines for use by the Frostburg Historic District Commission, to be presented at the May 2026 Historic District Commission meeting. Commissioner Brewer seconded the motion, a vote was taken, and the motion was unanimously approved.

## **10. New Business**

### **A. Administrative Approvals**

- 2 W. Main Street - In-kind sign replacement
- 144 E. Main Street - In-kind roof replacement
- 59 Frost Avenue - In-kind fence replacement

Staff gave an overview of the Administrative Approvals that were issued since the Commission's March 2026 meeting.

## **11. Adjournment**

Commissioner Rephan made a motion to adjourn the meeting. This motion was seconded by Commissioner Brewer, and Chair Hein officially adjourned the meeting at 6:54 P.M.