



THE CITY OF FROSTBURG

Historic District Commission Meeting Agenda

Monday, June 10, 2024 at 6:00 PM

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

1. **Call to Order**
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, William Determan, Robert Rephan, Maureen Brewer, Alternate Member Daniel Filer

6. **Approval of the Agenda**

7. **Approval of the Minutes**

A. Minutes from the May 2024 Meeting.

Motion and Second to Approval the Minutes for the May 2024 Meeting.

8. **Project Presentations**

A. 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/are not] compatible with the neighborhood because there [is/is not] a general compatibility of exterior design, scale, proportion, arrangement, texture, and materials to be used.

Based on these findings I move to [approve/disapprove] the proposal because the use of exterior materials [are/are not] closely similar in appearance to original materials or significant buildings in the District, pursuant to Section 4.1.J.1.c.

B. 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/are not] compatible with the neighborhood because there [is/is not] a general compatibility of exterior design, scale, proportion, arrangement, texture, and materials to be used.

Based on these findings I move to [approve/disapprove] the proposal because the use of exterior materials [are/are not] closely similar in appearance to original materials or significant buildings in the District, pursuant to Section 4.1.J.1.c.

- C.** With the understanding that the applicant is out of town and unable to provide sufficient details about the project, I move that we table the vote on this project proposal until the July 2024 meeting when the applicant is able to attend.

9. Old Business

10. New Business

- A.** - 83 E. Main Street - Mortar Repair
- B.** - 105 E. Main Street - Commercial Projection Sign

11. Adjournment



MINUTES

Historic District Commission Meeting

Monday, May 13, 2024 - 6:00 PM

Frostburg Municipal Center Meeting Room - 37 Broadway

The Historic District Commission Meeting of the City of Frostburg was called to order on Monday, May 13, 2024, at 6:00 PM, at the Frostburg Municipal Center, 37 Broadway, with the following members present:

PRESENT:

Dawn Hein,
Maureen Brewer,
William Determan,
Joseph Hoffman, Dr.
Robert Rephan,
Daniel Filer

EXCUSED:

1. CALL TO ORDER

Chair Hein called the meeting to order at 6:00 PM.

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, and Robert Rephan were present. William Determan and Maureen Brewer were absent. Since a quorum was achieved through the regular membership, Alternate Member Daniel Filer was not required to attend.

6. REVIEW AND APPROVAL OF THE AGENDA

Vice Chair Joseph Hoffman made a motion to approve the May 2024 agenda as presented. The motion was seconded by Commissioner Rephan, a vote was taken, and the agenda was unanimously approved.

7. REVIEW AND APPROVAL OF THE MINUTES

- 7.1. Commissioner Hoffman made a motion to approve the December 2023 meeting minutes as presented. The motion was seconded by Commissioner Rephan, a vote was taken, and the minutes were unanimously approved.

8. PROJECT PRESENTATIONS

8.1. **46 Depot Road - Fence Installation**

Presented by Staff

Property owner, Steven Bennett, was not present at the meeting to discuss his proposed project at 46 Depot Road; therefore, staff presented his project in his absence. The Commissioners raised various questions about the project, including questions regarding dimensions of the proposed fence and questions regarding the placement of the fence on Mr. Bennett's property. Staff was unable to sufficiently answer all of the Commissioners' questions without Mr. Bennett's knowledge of the project; therefore, Commissioner Rephan made a motion to table the project until the next scheduled meeting. Vice Chair Hoffman seconded the motion, a vote was taken, and the motion was unanimously approved.

9. OLD BUSINESS

10. NEW BUSINESS

10.1. **Administrative Approvals:**

- 21 Frost Avenue (Kroll Chiropractic) - Commercial sign
- 273 E. Main Street - Exterior paint
- 40 Bealls Lane - In-kind house and garage roof replacement

Staff gave an overview of Administrative Approvals issued since the Commission's December meeting.

10.2. **Status of Alternate Commission Member**

Commissioner Hoffman enquired about the status of the Historic District Commission's Alternate Member Daniel Filer. The Commissioners stated that they had not seen him for a long period of time and were curious if he was still interested in serving on the Commission. Staff stated that they would check on his status.

10.3. **287 E. Main Street - Fence**

Commissioner Rephan inquired about a fence installation at 287 E. Main Street; staff stated that no permit had been applied for, and that they would reach out to the property owner regarding applications for a fence permit and approval from the Historic District Commission.

May 13, 2024

10.4. Renovation of Main Street Buildings

The Commissioners enquired about, and staff gave an update on, the status of the renovation projects for the Prichard Building, Nickel Building, and the Challenger Center, which was the former City Hall Building.

11. ADJOURNMENT

Commissioner Hoffman made a motion to adjourn. Commissioner Rephan seconded the motion, and Chair Hein closed the meeting at 6:29 PM.

Bethany Fife, Planner / Interim
Community Development Director

CITY OF FROSTBURG
HISTORIC DISTRICT COMMISSION
CERTIFICATE OF APPROPRIATENESS APPLICATION



DEPARTMENT OF COMMUNITY DEVELOPMENT
CITY HALL
59 E. MAIN STREET, P.O. BOX 440
FROSTBURG, MD 21532

Applicant Name: Steve Bennett
Applicant's Address: 46 DEPOT ROAD
Phone Number(s): 240-580-5269
Property Owner Name: Steve Bennett
Property Address and Location: 46 DEPOT ROAD

- Type of Change:
- | | | |
|---------------------------------------|-------------------------------------|---|
| <input type="checkbox"/> Alteration | <input type="checkbox"/> Demolition | <input type="checkbox"/> Grading |
| <input type="checkbox"/> Addition | <input type="checkbox"/> Repair | <input type="checkbox"/> Excavation |
| <input type="checkbox"/> New Building | <input type="checkbox"/> Sign | <input checked="" type="checkbox"/> Other: <u>Fence</u> |

Work to be performed:

- PLANS – Architect, Engineer, or Other: _____
- DEMOLITION - Contractor: _____
- RENOVATION/CONSTRUCTION – Building Contractor(s): Self

Scope of Work (describe project in detail, list materials and dimensions):

Addition of Fence along Road

Is the property subject to an historic preservation easement?

NO YES

Is the easement held by a third party organization other than the property owner?

NO YES

If yes, please provide a copy.

Requirements for Complete Application (TO BE DETERMINED BY STAFF; IF CHECKED INCLUDE AS AN ATTACHMENT):

- SITE PLAN OR ACCURATE SCALED DRAWING DEPICTING PROPORTIONS AND DISTANCES
- CLEAR AND LEGIBLE SKETCH OF EXTERIOR DETAILS OR AREA TO BE CHANGED
- PHOTOGRAPH(S) OF AREA TO BE CHANGED
- MANUFACTURER'S SAMPLES OR TEAR SHEETS OF MATERIAL(S) PROPOSED TO BE USED
- FOR NEW CONSTRUCTION:
 - SITE PLAN TO SCALE
 - ELEVATION DRAWINGS
 - MATERIAL SAMPLES/TEAR SHEETS
 - CURRENT PHOTOGRAPHS OF PROPERTY
- OTHER: _____

Optional Attachments:

- HISTORIC PHOTOGRAPHS OR OTHER DOCUMENTATION

You are encouraged to attend the Frostburg Historic District Commission meeting. The next meeting is _____, at ^{6:00 pm} 4:15 pm at the Frostburg City Hall Library, 65 E. Main St., Frostburg, Maryland. Failure to provide sufficient information for review may result in an unfavorable recommendation by the Historic District Commission.

PLEASE READ AND SIGN BELOW

I hereby certify that I am the owner of the property or I have advised to owner of the property in regard to the proposed work. Further, the information provided by this application represents an accurate description of the proposed work and nothing has been intentionally omitted that would be necessary for the Historic District Commission's decision making process.

I understand that a favorable review finding by the Frostburg Historic District Commission does not constitute approval of other require land use or building permits obtained by a separate application.

John KTBH
Signature

5/13/24
Date

FOR CITY USE ONLY

Approval to be granted by: FROSTBURG HISTORIC DISTRICT STAFF

Staff Review: APPROVED NOT APPROVED

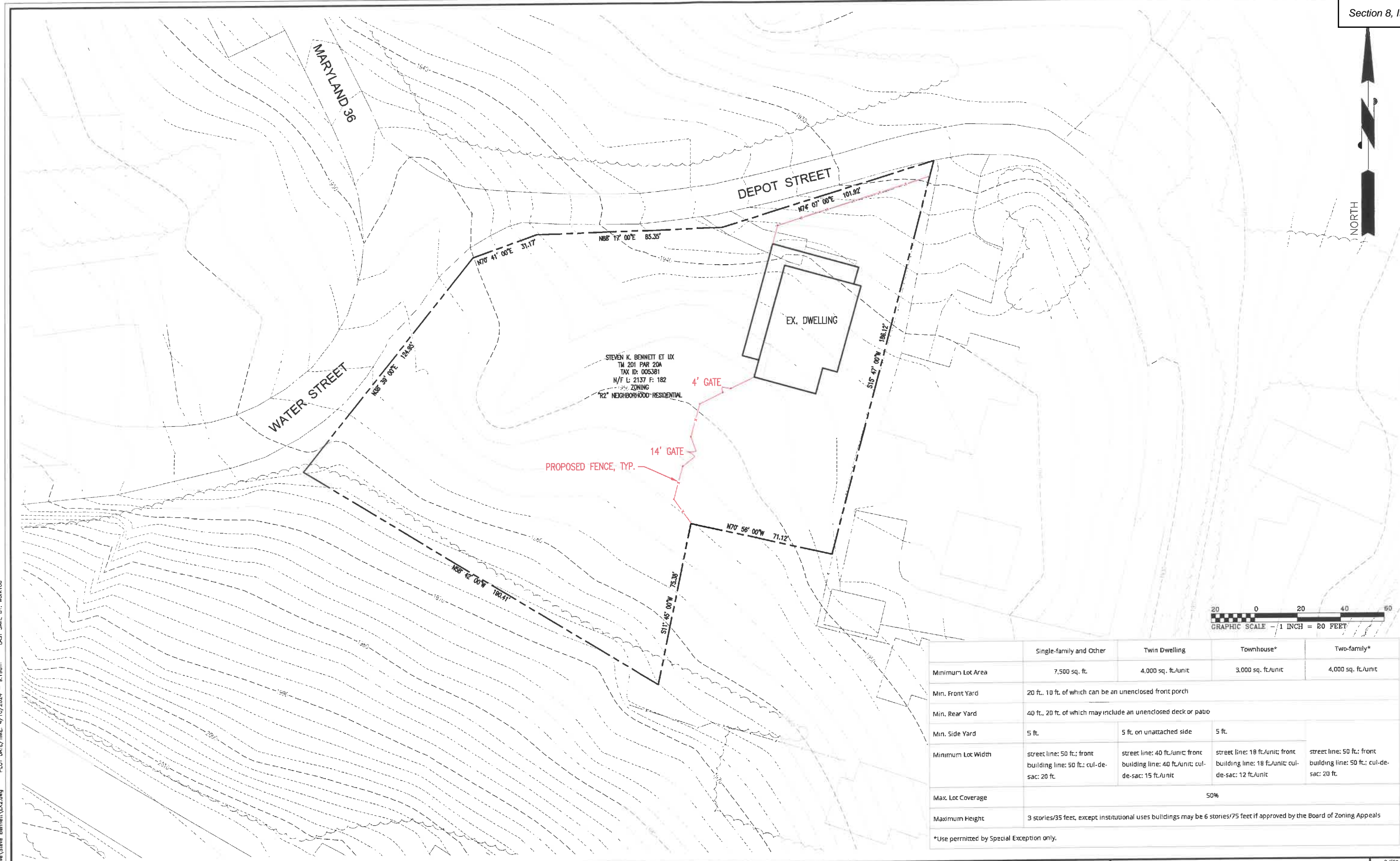
Staff Reviewer: _____ Date: _____

SIGNATURE

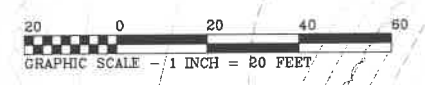








STEVEN K. BENNETT ET UX
 TM 201 PAR 20A
 TAX ID: 005381
 N/F L: 2137 F: 182
 ZONING
 R2 NEIGHBORHOOD-RESIDENTIAL



	Single-family and Other	Twin Dwelling	Townhouse*	Two-family*
Minimum Lot Area	7,500 sq. ft.	4,000 sq. ft./unit	3,000 sq. ft./unit	4,000 sq. ft./unit
Min. Front Yard	20 ft., 10 ft. of which can be an unenclosed front porch			
Min. Rear Yard	40 ft., 20 ft. of which may include an unenclosed deck or patio			
Min. Side Yard	5 ft.	5 ft. on unattached side	5 ft.	
Minimum Lot Width	street line: 50 ft.; front building line: 50 ft.; cul-de-sac: 20 ft.	street line: 40 ft./unit; front building line: 40 ft./unit; cul-de-sac: 15 ft./unit	street line: 18 ft./unit; front building line: 18 ft./unit; cul-de-sac: 12 ft./unit	street line: 50 ft.; front building line: 50 ft.; cul-de-sac: 20 ft.
Max. Lot Coverage	50%			
Maximum Height	3 stories/35 feet, except institutional uses buildings may be 6 stories/75 feet if approved by the Board of Zoning Appeals			
*Use permitted by Special Exception only.				

CAD FILE: G:\Steven\Steve Bennett\VE2.dwg
 PLOT DATE/TIME: 4/10/2024 - 9:19am
 LAST SAVE BY: work106

REVISIONS		
NO.	BY	DATE

bba <small>Surveyors Engineers Planners</small>	DRAWN: BY DATE: 4/10/2024
	CHECKED: BY SCALE: 1" = 20'
	APPROVED: BY COORD FILE: —

STEVEN K. BENNETT
 105 HEARTWOOD DRIVE
 FROSTBURG, MARYLAND 21532

DEPOT / WATER STREET PROPERTIES
 46 DEPOT ST. / 77 N. WATER ST.
 FROSTBURG, ALLEGANY COUNTY, MARYLAND


SITE PLAN

8-SHEET
 C-211

WORTH THE WEIGHT!

Section 8, Item A.

A letter from the president:

When I first started in the vinyl fencing industry over 25 years ago, it was nearly impossible to tell one vinyl fence from the next. However, like everything else over the years, others have gone to great lengths to make their products cheaper, primarily by using less vinyl. In turn, making the material thinner. At Weatherables, we still manufacture the same high quality, made in the USA, heavy duty vinyl fencing and railing that we did 25 years ago. In fact, our products can be up to 50% heavier/thicker than the competition. When comparing the quality and durability of vinyl fencing, it's important to consider panel weight. Thicker material means a heavier, stronger product. Simply look for the  symbol throughout this brochure to compare the weight of any other panel on the market to one of our panels and you'll immediately see the Weatherables difference.

At Weatherables®, the only thing stronger than our products is the service that comes with them.™ . We believe that Great Experiences Matter, we want every step from the first call to the completion of your projects to be a great experience. We made a decision a long time ago to stand by our values and only offer strong, durable products that are guaranteed to last. We back that guarantee up with our limited ifetime warranty and product support.

Sincerely,



Brad Halley
President

THICKER VINYL =  HEAVIER WEIGHT = SUPERIOR DURABILITY

Vinyl available in White, Tan, Khaki, Gray, Coastal* or Cedar *

White

Tan

Khaki

Gray

Cedar

Coastal

Aluminum Fencing available in Black

Black

Aluminum Railing available in Textured White or Textured Black

White

Black

* Indicates our WeatherGrain fencing



Picket Fencing

Our classic picket fencing can dramatically change the look of your yard, adding beauty and warmth to the landscape. From simple straight-top to decorative scalloped-top designs, you'll find a wide selection of styles to suit your tastes. Plus, with a Weatherables® fence, you are assured years of durable performance and maintenance-free satisfaction.

A simple solution that adds ornamental style to your landscape.



The Plymouth™

Height: 3', 4' & 5'
 Width: 6' & 8'
 Picket Style: 7/8" x 3"
 Picket Caps: Dogear or Spade (3" picket spacing)
 Bottom Rail: 1.5" x 5.5"
 Color:

35 lb¹



The Hampshire™

Height: 3', 4' & 5'
 Width: 6' & 8'
 Picket Style: 7/8" x 3"
 Picket Caps: Dogear or Spade (3" picket spacing)
 Bottom Rail: 1.5" x 5.5"
 Color:

35 lb¹



The Chelsea™

Height: 3', 4' & 5'
 Width: 6' & 8'
 Picket Style: 7/8" x 3"
 Picket Caps: Dogear or Spade (3" picket spacing)
 Bottom Rail: 2" x 3.5"
 Color:

36 lb¹



The Ellington™

Height: 3', 4' & 5'
 Width: 6' & 8'
 Picket Style: 7/8" x 3"
 Picket Caps: Dogear or Spade (3" picket spacing)
 Bottom Rail: 2" x 3.5"
 Color:

36 lb¹



The Provincetown™

Height: 3', 4' & 5'
 Width: 6' & 8'
 Picket Style: 7/8" x 3"
 Picket Caps: Dogear or Spade (1.7" picket spacing)
 Bottom Rail: 2" x 3.5"
 Color:

41 lb¹



The Richmond™

Height: 3', 4' & 5'
 Width: 6' & 8'
 Picket Style: 7/8" x 3"
 Picket Caps: Dogear or Spade (1.7" picket spacing)
 Bottom Rail: 2" x 3.5"
 Color:

41 lb¹



The Monterey™

Height: 3' & 4'
 Width: 6' & 8'
 Picket Style: 1.5" x 1.5"
 Picket Caps: Spade (2" picket spacing)
 Bottom Rail: 2" x 6"
 Color:

45 lb¹

Traditional Post Caps

Enhance your look with architectural detail and style.



External

Size: 3", 3.5", 4", 5", 6" & 6.5"
(6.5" only available in white)
Color:



Internal

Size: 4" & 5"
Color:



Gothic

Size: 3.5", 4" & 5"
Color:



Ball

Size: 4" & 5"
Color:



Federation

Size: 4", 5" & 6"
Color:



Cape May

Size: 4", 5" & 6"
Color:



New England

Size: 4", 5", 6" & 6.5"
(6.5" only available in white)
Color:



Neptune

Size: 4", 5" & 6"
Color:



Haven

Size: 4", 5" & 6"
Color:



Coachman

Size: 5"
Color:



Horse Head

Size: 5"
Color:



Ornamental

Size: 2.5", 3", 4" (4" - Black only)
Color:

CITY OF FROSTBURG
HISTORIC DISTRICT COMMISSION
CERTIFICATE OF APPROPRIATENESS APPLICATION

Section 8, Item B.



DEPARTMENT OF COMMUNITY DEVELOPMENT
FROSTBURG MUNICIPAL CENTER
37 BROADWAY, P.O. BOX 440
FROSTBURG, MD 21532

Applicant Name: MARK P.H. MCKENZIE
Applicant's Address: 17 FROST AVE / PO Box 773 FROSTBURG MD 21532
Phone Number(s): 301-268-7591
Property Owner Name: MARK P.H. MCKENZIE / CHRYSLE R. MCKENZIE
Property Address and Location: 17 FROST AVE.

- Type of Change:
- | | | |
|--|-------------------------------------|---------------------------------------|
| <input checked="" type="checkbox"/> Alteration | <input type="checkbox"/> Demolition | <input type="checkbox"/> Grading |
| <input type="checkbox"/> Addition | <input type="checkbox"/> Repair | <input type="checkbox"/> Excavation |
| <input type="checkbox"/> New Building | <input type="checkbox"/> Sign | <input type="checkbox"/> Other: _____ |

- Work to be performed:
- PLANS – Architect or Engineer: _____
 - DEMOLITION - Contractor: _____
 - RENOVATION/CONSTRUCTION – Building Contractor(s): _____

Scope of Work *(describe project in detail, list materials and dimensions):*
INSTALL METAL ROOF & GUTTERS

Is the property subject to an historic preservation easement? NO YES

Is the easement held by a third party organization other than the property owner? NO YES

If yes, please provide a copy.

**FROSTBURG HISTORIC DISTRICT
Historic Resource Inventory
2013**

Address: 17 Frost Avenue

Date of Construction: c. 1920

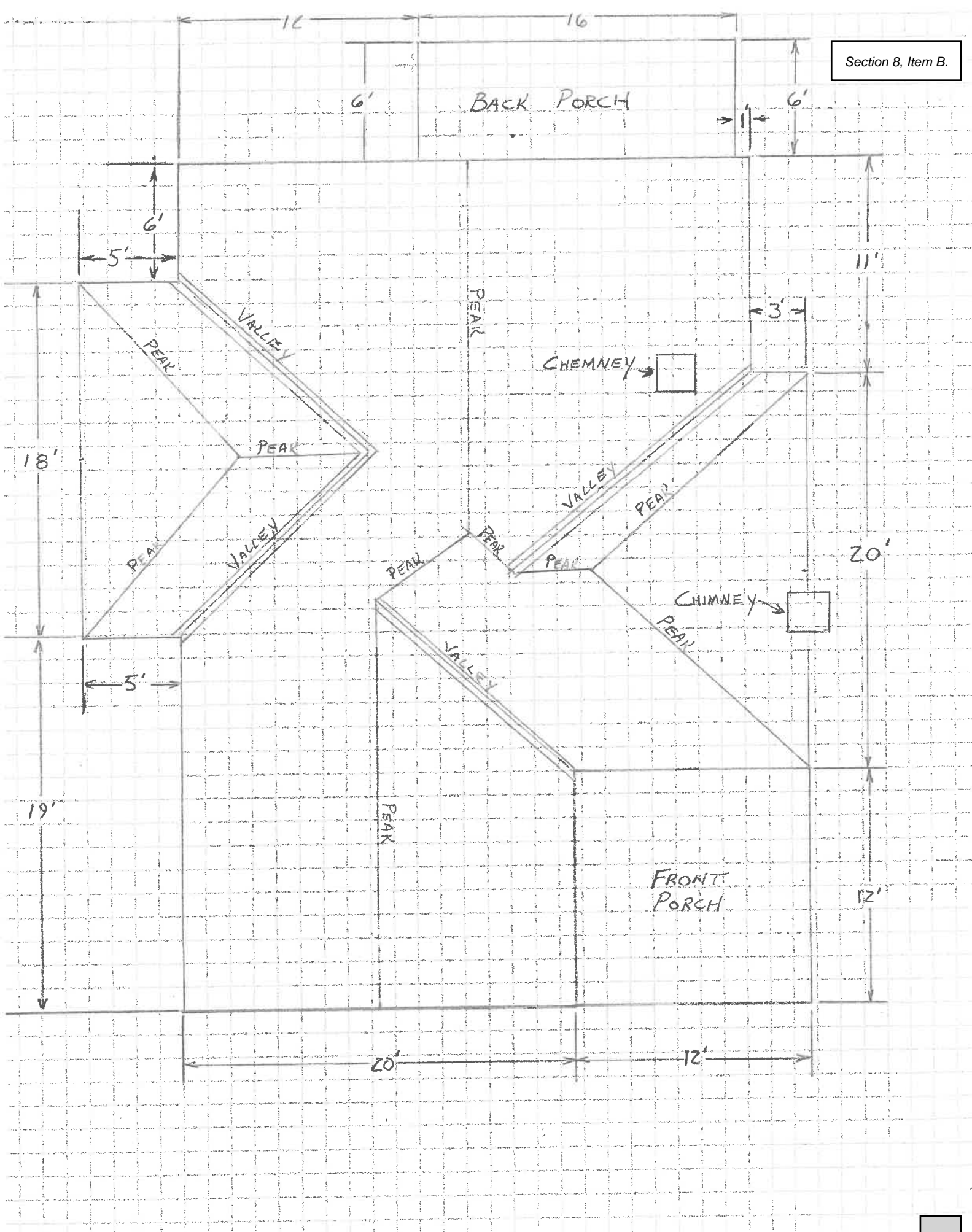
Status: C



Image Number: FHD-626; 627 below



1½-story Dutch Colonial Revival-style house with the first floor of stucco-finished tile construction and the second of stuccoed frame and imbricated shingles. The first story of the façade includes a bay window on the west side topped with a prominent shingled gambrel with partial returns of the cornice, and a recessed front porch on the right. The porch is supported by stucco-finished square posts and shields a double-leaf entry door capped with a transom. Windows are flat-topped, 1/1, set singly and in pairs.











CN Metals, LLC
 762 Joni Miller Road
 Oakland, MD. 21550
 301-334-9170 www.cnmetalsllc.com

Section 8, Item B.



Shiny Black



Black



Charcoal



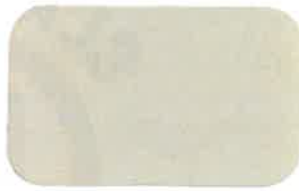
Gray



Bright White



White



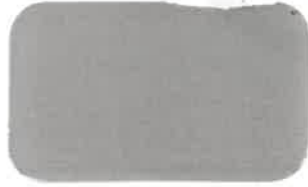
Ivory



Tan



Stone



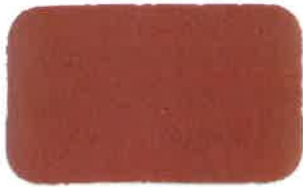
Clay



Burnished Slate



Brown



Red



Dark Red



Crimson Red



Burgundy



Gallery Blue



Blue



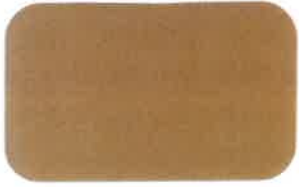
Evergreen



Hartford Green



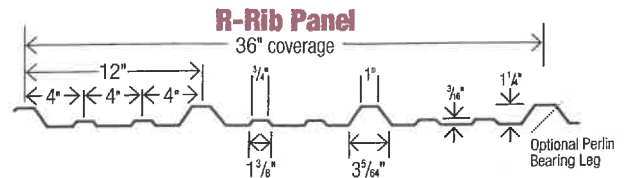
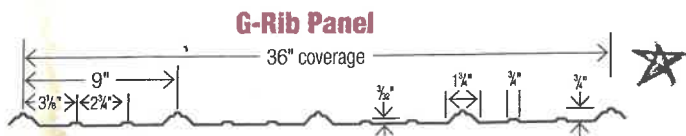
Gold



Copper

AkzoNobel

COVERAGE Our 3/4" rib with its anti-siphon feature gives you a weather-tight seal.



The above colors are intended only as an approximation of actual colors. Exact color chips can be supplied if required. Color prices may vary. Call to check on availability of colors for 26 gauge.

CITY OF FROSTBURG

Section 8, Item C.

HISTORIC DISTRICT COMMISSION

CERTIFICATE OF APPROPRIATENESS APPLICATION



DEPARTMENT OF COMMUNITY DEVELOPMENT
FROSTBURG MUNICIPAL CENTER
37 BROADWAY, P.O. BOX 440
FROSTBURG, MD 21532

Applicant Name: Adam Forshee

Applicant's Address: 287 E Main St

Phone Number(s): 724-919-7987

Property Owner Name: Adam + Julie Forshee

Property Address and Location: 287 E Main St

- Type of Change:
- | | | |
|---------------------------------------|-------------------------------------|--|
| <input type="checkbox"/> Alteration | <input type="checkbox"/> Demolition | <input type="checkbox"/> Grading |
| <input type="checkbox"/> Addition | <input type="checkbox"/> Repair | <input type="checkbox"/> Excavation |
| <input type="checkbox"/> New Building | <input type="checkbox"/> Sign | <input checked="" type="checkbox"/> Other: <u>Fence Installation</u> |

Work to be performed:

- PLANS – Architect or Engineer: _____
- DEMOLITION - Contractor: _____
- RENOVATION/CONSTRUCTION – Building Contractor(s): _____

Scope of Work (describe project in detail, list materials and dimensions):

small white vinyl fence protruding from ends of porch to 18" from sidewalk, gate in middle solid bottom with lattice top 44" total height

Is the property subject to an historic preservation easement?

NO	YES
----	-----

Is the easement held by a third party organization other than the property owner?

NO	YES
----	-----

If yes, please provide a copy.

Requirements for Complete Application (TO BE DETERMINED BY STAFF; IF CHECKED INCLUDE AS AN ATTACHMENT).

- SITE PLAN OR ACCURATE SCALED DRAWING DEPICTING PROPORTIONS AND DISTANCES
- CLEAR AND LEGIBLE SKETCH OF EXTERIOR DETAILS OR AREA TO BE CHANGED
- PHOTOGRAPH(S) OF AREA TO BE CHANGED
- MANUFACTURER'S SAMPLES OR TEAR SHEETS OF MATERIAL(S) PROPOSED TO BE USED
- FOR NEW CONSTRUCTION:
 - SITE PLAN TO SCALE
 - ELEVATION DRAWINGS
 - MATERIAL SAMPLES/TEAR SHEETS
 - CURRENT PHOTOGRAPHS OF PROPERTY
- OTHER: _____

Optional Attachments:

- HISTORIC PHOTOGRAPHS OR OTHER DOCUMENTATION

You are encouraged to attend the Frostburg Historic District Commission meeting. The next meeting is Monday, June 10, at 6:00 pm at the Frostburg Municipal Center, 37 Broadway, Frostburg, Maryland. Failure to provide sufficient information for review may result in an unfavorable recommendation by the Historic District Commission.

PLEASE READ AND SIGN BELOW

I hereby certify that I am the owner of the property or I have advised to owner of the property in regard to the proposed work. Further, the information provided by this application represents an accurate description of the proposed work and nothing has been intentionally omitted that would be necessary for the Historic District Commission's decision making process.

I understand that a favorable review finding by the Frostburg Historic District Commission does not constitute approval of other require land use or building permits obtained by a separate application.

Robert C. Foshee
Signature

5/21/24
Date

FOR CITY USE ONLY

Approval to be granted by: FROSTBURG HISTORIC DISTRICT STAFF

Staff Review: APPROVED NOT APPROVED

Staff Reviewer: _____ Date: _____

SIGNATURE