



THE CITY OF FROSTBURG

Historic District Commission Meeting Minutes

Monday, June 10, 2024 at 6:00 PM

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

1. Call to Order

Vice Chair Hoffman 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

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

6. Approval of the Agenda

Commissioner Brewer made a motion to approve the June 2024 agenda as presented. The motion was seconded by Commissioner Determan, a vote was taken, and the agenda was unanimously approved.

7. Approval of the Minutes

A. Commissioner Rephan made a motion to approve the May 2024 meeting minutes as presented. The motion was seconded by Alternate Member Filer, a vote was taken, and the minutes were unanimously approved.

8. Project Presentations

A. 46 Depot Road - Fence Installation

Property owner, Steven Bennett, described his proposal to construct a 4 foot high, white vinyl picket fence on his property located at 46 Depot Road. Mr. Bennett stated that the fence would connect to existing fencing along the rear of the property and a portion of the fence would run parallel to Depot Road. Commissioner Brewer abstained from voting due to a business affiliation with Mr. Bennett.

With no further discussion, Commissioner Rephan 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, and 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.

B. 17 Frost Avenue - Roof Replacement

Property owner, Mark McKenzie, described his proposal to replace the existing asphalt shingle roof on his house, located at 17 Frost Avenue, with a brown metal roof. Mr. McKenzie answered questions from the Commissioners related to the type and location of gutters and which sections of the roof will be replaced.

With 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, and 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.

C. 287 E. Main Street - Fence Installation

Staff stated that the 287 E. Main Street property owner, Adam Forshee, was out of town and could not attend the meeting to present his proposal and that he requested that his proposal be presented at the July 2024 meeting.

With no further discussion, Commissioner Brewer made a motion to table the discussion, stating: 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
- 105 E. Main Street - Commercial Projection Sign

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

11. Adjournment

Commissioner Determan made a motion to adjourn. Commissioner Brewer seconded the motion, and Vice Chair Hoffman closed the meeting at 6:26 PM.

Bethany Fife, Director of Community Development