



THE CITY OF FROSTBURG

Historic District Commission Meeting Minutes

Monday, February 09, 2026 at 6:00 PM

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

1. Call to Order

Chair Dawn Hein called the meeting to order at 6:01 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.

6. Approval of the Agenda

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

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

7. Approval of the Minutes

A. Minutes from the October 2025 Meeting.

Motion and Second to Approve the Minutes for the October 2025 Meeting.

Commissioner Rephan made a motion to approve the October 2025 minutes as presented. The motion was seconded by Vice Chair Hoffman, a vote was taken, and the minutes were unanimously approved.

8. Project Presentations

A. 52 W. Main Street - Alteration

Darrin Broadwater, owner of the property located at 52 S. Broadway, presented his proposal to replace his existing wooden front door and screen door with a wood-stained fiberglass door and aluminum-framed glass storm door. Mr. Broadwater stated that the cost to replace the existing wooden door with a similar wooden door would have been prohibitively expensive, and the proposed replacement fiberglass door is very similar in appearance to the existing door.

After discussion, Vice Chair Hoffman 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."

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

9. Old Business

10. New Business

A. Historic District Management Program - Beta Test

Layne Thompson, Senior Vice President, and Yumi McClellan, Junior Project Manager, both of JMA Resources, Inc. out of Mechanicsburg, PA, made a presentation regarding their new web-based historic district management, promotion, and discussion platform called 76Unboxed.

The 76Unboxed website is to go live on March 1, and the City of Frostburg, as being a beta test community, will be given access to the product free of charge.

After presentation and discussion, Commissioner Rephan made a motion to recommend to the Frostburg Mayor and City Council that the City should enter into an agreement with JMA Resources, Inc. to become a beta test community for 76Unboxed. Vice Chair Hoffman seconded the motion, a vote was taken, and the motion was unanimously approved.

B. Discussion on Updates to the Historic District Guidelines

Staff and Commission members discussed proposed updates to the Historic District Guidelines, specifically as they relate to demolition guidelines, as was discussed at a the previous meeting in October. As examples of potential updates to the guidelines, staff had researched the guidelines from some of the other municipalities in the region, which included Cumberland, Hagerstown, and Frederick.

Chair Hein stated that the best course of action would be to read over the guidelines from these other municipalities at home and then be prepared to discuss proposed updates to our guidelines at next month's meeting.

11. Adjournment

Vice Chair Hoffman made a motion to adjourn the meeting. This motion was seconded by Commissioner Rephan, and Chair Hein officially adjourned the meeting at 7:05 P.M.