



City of Annapolis

Department of Planning & Zoning
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Historic Preservation Commission

February 11, 2020

The Historic Preservation Commission (HPC) of the City of Annapolis held its regularly scheduled public hearing on February 11, 2020 in City Council Chambers. **Chair** Leahy called the meeting to order at 7:00pm.

Commissioners Present: **Chair** Leahy, **Vice Chair** Collins, Finch, Scott, Williams

Commissioners Absent: Zeno

Staff Present: R. Laynor- Chief, Historic Preservation, J. Braithwaite-Assistant City Attorney

Chair Leahy introduced the commissioners and staff. He stated the Commission's purpose pursuant to the authority of the land use articles and administered the oath en masse to all persons intending to testify at the hearing.

C. ANNOUNCEMENTS

Ms. Laynor reported that a group of staff members assisted her and Mr. Tower with organizing the archaeological artifacts that were located in the storage facility. She also reported there is an inventory of 1,062 boxes and the City has worked out a deal with the County to take 119 boxes from the Courthouse archaeology section. The remaining boxes will be moved to the MAC lab. She expressed appreciation to the Public Works staff for this help. She agreed to share the photographs of the artifact organization.

D. APPROVAL OF MINUTES

1. January 14, 2020

The HPC deferred voting on the January 14, 2020 to its February 27, 2020 meeting.

E. VIOLATIONS

Dr. Scott received a report from a resident in the historic district that another resident removed 4-5 trees but only had approval to remove 2-3. This resident also did some extensive landscaping work without approval. Ms. Laynor agreed to follow up on this violation once Dr. Scott provides the information.

Ms. Laynor reported on the violation at 93 East Street explaining that the renovations are moving forward. She reported a new violation at 69-71 Shipwright Street where the applicant was approved to remove the tree however during the removal of the tree; the tree took down the wall so the homeowner replaced the tree and wall with caulk so staff will be following up on this violation.

F. CONSENT DOCKET

2. 2 Francis Street – Chuck Hawley/Studio 343 – Replace egress stair on rear of building. **Approved as submitted.**

Vice Chair Collins moved to approve the application for 2 Francis Street on the Consent Docket as submitted. Dr. Scott seconded the motion. The motion passed unanimously in a vote of 5-0.

G. NEW BUSINESS

1. 4 North Action Place – Terrence T. Averill/Averill Architects – Construct detached 1 ½ story, two-car garage

Chair Leahy noted that this a resubmission to include some minor changes to a previous application.

Mr. Averill explained there were no changes to the application other than the revisions related to the fence and the site specifically the HPC asked for some revisions that have been incorporated. He asked the HPC to consider whether it could approve the insulated simulated divided light windows for more energy efficiency that are made to appear historic. **Chair** Leahy asked if there would be vinyl runners and Mr. Averill agreed to look into it and report back.

Staff: Ms. Laynor restated her written report and recommends conditional approval of the application as noted in the staff memorandum dated February 11, 2020.

Public: Public testimony opened at 7:34pm and no one from the public spoke in favor or opposition so **Chair** Leahy declared the public testimony closed at 7:34pm.

Commissioners: **Vice Chair** Collins and Dr. Scott both are comfortable letting staff make the decision. Ms. Finch does not believe there is sufficient information but is comfortable leaving it up to staff. Mr. Williams noted that it appears that the garage is not heated so he does not have a problem with the true divided light windows with a narrow mutton. **Chair** Leahy concurs with the previous comments.

The following Commissioners made a site visit on this application.

Name
Leahy, Collins, Williams, Scott, Finch

Chair Leahy accepted the following exhibits into the record.

Exhibit Number	Exhibit Types
F	Revised HPC Application dated 12/13/19 with attachments
G	Revised Staff Memorandum dated 02/04/2020
H	Kevin Shea Letter dated 07/06/2018
I	Photograph of the House dated 2/11/2020

Vice Chair Collins noted that whereas the revised application for 4 Acton Place complies HPC guidelines B.1, B.2, B.3, B.4, B.8, B.13, C.6, D.2, D.10b, D.19, D.28c and D.32, moved approval of the application as conditioned that the applicant shall provide true divided light wood windows for the double hung window on the first floor for the Shaw Street elevation; applicant shall schedule monitoring with the City’s consulting archaeologist for any new excavations, such as footings, water, sewer and sprinkler line connections; applicant shall submit a revision form for review of any exterior details not provided in this application including but not limited to door details, HVAC specifications, FDIC equipment/signs, lighting and any code-required exterior changes. Dr. Scott seconded the motion. The motion passed unanimously in a vote of 5-0.

H. ADMINISTRATIVE BUSINESS

Chair Leahy announced that the HPC received a ruling on 2 Maryland Avenue and summarized the Court’s findings.

I. OTHER BUSINESS

There were none.

J. ADJOURNMENT

With there being no further business, Dr. Scott moved to adjourn the meeting at 8:01pm.
Vice Chair Collins seconded the motion. The motion passed unanimously in a vote of 5-0.

The next meeting is scheduled for Thursday, February 27, 2020, at the City Council Chambers.

Tami Hook, Recorder