



# City of Cumberland



## MINUTES

### HISTORIC PRESERVATION COMMISSION

April 13, 2022

The Cumberland Historic Preservation Commission held its regular meeting on Wednesday, April 13, 2022 at 4:00 p.m., within the Council Chambers of City Hall. Members present were Chairperson Larry Jackson, Dr. Michael T. Garrett, Mr. Tim Hoffman, Councilwoman Laurie Marchini, Mr. Nathan Williams, and Dr. Lincoln Wilkins.

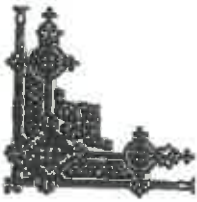
Others in attendance were Ruth Davis-Rogers Historic Planner/Preservation Coordinator, Debbie Helmstetter, and Codes Technician, Ms. Renee Kisseley, Ms. Jana Belt and Mr. Christopher Zembower.

Chairman, Larry Jackson, called the meeting to order. He read the following statement into the record: "The Cumberland Historic Preservation Commission exists pursuant to Section 11 of the City of Cumberland Municipal Zoning Ordinance. Members are appointed by the Mayor and City Council and shall possess a demonstrated special knowledge or professional or academic training in such fields as history, architecture, architectural history, planning, archeology, anthropology, curation, conservation, landscape architecture, historic preservation, urban design or related disciplines. The Commission strives to enhance quality of life by safeguarding the historical and cultural heritage of Cumberland. Preservation is shown to strengthen the local economy, stabilize and improve property values, and foster civic beauty. The Cumberland Historic Preservation Commission operates pursuant to State of Maryland 1977 Open Meetings Act and therefore no pending applications shall be discussed between or amongst Commissioners outside the public hearing to determine the disposition of the application."


Chairman Larry Jackson introduced the Commission members and staff members.

#### APPROVAL OF MINUTES

1. Minutes for February 9, 2022 were approved as written. Mr. Tim Hoffman made the motion to approve the minutes and Councilwoman Laurie Marchini second the motion. All members were in favor. Motion approved.



CUMBERLAND HISTORIC PRESERVATION COMMISSION  
57 N. Liberty Street  
CUMBERLAND, MARYLAND 21502



## **PUBLIC COMMENT**

No comments.

## **CONSENT AGENDA**

1. **COA22-000003 - 239 N. Mechanic Street - applicant Mr. Christopher Zambower - is requesting a change of copy of the existing 55SF signage. Fischer Signs will be doing the sign. Councilwoman Laurie Marchini made the motion to approve COA22-000003 to change of copy and Mr. Nathan Williams second the motion; all members were in favor, motion approved.**
2. **COA22-000004 - 119 N Centre Street - AYEPS - Phase II - applicant Ms. Rense Kniseley is requesting to begin Phase II, Installation of windows. Mr. Adam Sterne will be speaking on behalf of Ms. Kniseley.**

Upper story windows are to have a double hung window appearance. Plans are to remove the 1960's metal facade covering, however not at this time and windows can be installed without removing the covering. The windows will be black and are more flexible. The proposed window material is aluminum and will have a double hung appearance and will match the existing windows. Tonight's vote will be on the color (black) and the replacement of the windows. Mr. Stern said Glass Service of Cumberland will be doing the work. Mr. Nathan Williams made the motion to approve COA22-000004 the replacement windows and color and Mr. Tim Hoffman second the motion all members were in favor; motion approved.

3. **COA22-000005 - 217 N. Centre Street - Humpty Dumpty Learning Center - Applicant Mrs. Jane Belt - is requesting the replacement of three (3) existing door sets (pairs) on the Humpty Dumpty preschool. The door openings will remain in the same location. The preschool must follow particular safety guidelines, the proposed doors will provide the required safety and security. The selected trim paint colors are bronze on the front door and red on the other two. These colors will match colors on the existing doors and are compatible with historic paint colors. Mr. Tim Hoffman made the motion to approve the replacement doors in pursuant to guidelines 8, 29, and 14, Mr. Nathan Williams second the motion; all members were in favor, motion approved.**

Chairman Larry Jackson read the final closing approval for all four (4) COA's.

## **HISTORIC PRESERVATION TAX INCENTIVE PROGRAM**

1. **COA20-000007 - 224 Washington Street - Jarrett Perlow and Josh Adrian**

- a. Beautiful restoration to the front of the residential property.
- b. Total cost of the project was \$29,004.46
- c. Tax Incentive amount that is recommend was \$2,900.45
- d. Credit will be applied to the property taxes of Jarrett Parlow and Josh Adrian for one year.

*Mr. Tim Hoffman made the motion to recommend the approval for this credit to the Mayor & City Council for their approval.*

#### **STAFF UPDATES/OTHER BUSINESS**

2. Ms. Rogers announced we lost another member Mr. Chris Myers.
3. Dr. Michael Garrett will be leaving and moving out of the county he is not sure of the date when the sell goes through.
4. Ms. Rogers recommends if the HPC has no items on the agenda we should consider not having a meeting. Everyone is busy and it is hard sometimes to get a quorum. Ms. Rogers would like to clean up the wording of the bylaws.
5. The members would like to have the ability to have a zoom meeting due to the members that are on the road a lot. Dr. Wilkins enjoys his time on the board and he would greatly enjoy the flexibility of calling on the road.
6. Ms. Rogers would like to have an expiration date on all members.

#### **TRAINING**

1. Main Street Conference will be in Richmond, Virginia. We have enough funds to go for one day but there are no funds to include a hotel room.
  - i. It will be a design review which is about 2.5 hours long.
  - ii. By Laws and Codes have been revise a great deal.
  - iii. There is plenty of online training. The best Mrs. Roges believes would be the Design Review Training.
  - iv. There is a program on the Maryland Land Use Article that will be helpful.

#### **Section 6.2 Articles 28-299 Historic Preservation Updates**

1. Ms. Rogers was clarifying the Administration Reviews.

An audio of tonight's meeting is available upon request.

**ADJOURNMENT**

**Chairman Larry Jackson made the motion to adjourn the meeting. Meeting adjourned.**

**Respectfully,**

---

**Mr. Tim Hoffman, Secretary**

**May 12, 2022**