

# Historic Preservation Commission



## Members:

Dr. Stephen Gibson – Chairperson  
Ms. Suzanne Wright – Vice Chairperson  
Mr. Tim Hoffman – Secretary  
Mr. Larry Jackson  
Mr. Chris Myers  
Dr. Michael Garrett  
Lincoln Wilkins, Jr. PhD  
Councilwoman Laurie Marchini  
Staff Liaison: Kathy McKenney, Historic Planner/Preservation Coordinator

---

## AGENDA

Historic Preservation Commission  
Cumberland City Hall, Council Chambers

DATE: January 20, 2021

TIME: 4:00 PM

### APPROVAL OF MINUTES

1. Review of the meeting minutes from the December 9, 2020 Historic Preservation Commission meeting

### PUBLIC COMMENT

2. To provide public comment during the meeting, please access: <https://us02web.zoom.us/j/85804683023?pwd=SGNDNTJJS05abnExUy9YN2FFYVJoQT09>

and use Meeting ID: 858 0468 3023 Password: 316682 . To join by phone, please dial +1 301 715 8592 US (Germantown) and use Meeting ID: 858 0468 3023 Password: 316682

Citizens will be logged into a waiting room and called upon by the Chairperson at the appropriate time. Public comments are limited to 5 minutes.

Public comment may also be made by emailing Kathy McKenney, Historic Planner/Preservation Coordinator at [kathy.mckenney@cumberlandmd.gov](mailto:kathy.mckenney@cumberlandmd.gov). All electronic comments must be submitted by 8 AM on January 20, 2021. Comments received will be read by City staff during the public comment portion of the meeting.

### CERTIFICATES OF APPROPRIATENESS – CONSENT AGENDA

3. 86 Baltimore Street - Request for a Change Amendment #RCA21-000002 related to Certificate of Appropriateness #835, originally approved on 2/18/18. Mandela Echefu has made a request for the installation of three new signs. Don Fischer, Fischer Signs, applicant.

### TAX INCENTIVE APPLICATION REVIEW

4. 15 Prospect Square – Review of the Cumberland Historic District Tax Incentive Application. Janet Wunderlick, applicant

#### **OTHER BUSINESS**

5. Updates from Staff and from the Chairperson
6. Election of 2021 Officers (Chairperson, Vice Chairperson, Secretary)
7. Confirmation of February 10, 2021 Maryland Association of Historic District Commissions Training Event: Sustainability for Historic Preservation Commissions
8. Discussions of Topics to Include in May 2021 Historic Preservation Virtual Summit. The Event Date is to be Announced.
9. Administrative Approvals Report: 619 Washington Street Request for a Change Amendment (RCA21-000001) to remove two Maple trees in the Right of Way, City of Cumberland, co-applicant, and to replace the concrete sidewalk in kind, Mary Margaret Dusenberry co-applicant

#### **ADJOURNMENT**

If you are unable to attend this meeting, please contact the Department of Community Development at (301) 759-6431 or (301) 759-6442.

Applicants or their appointed representatives must be present at the meeting for a review to take place. Please remember to turn off or silence all electronic devices prior to entering the meeting.

**File Attachments for Item:**

1. Review of the meeting minutes from the December 9, 2020 Historic Preservation Commission meeting



## MINUTES

### HISTORIC PRESERVATION COMMISSION

December 9, 2020

The Cumberland Historic Preservation Commission held its regular meeting on Wednesday, December 9, 2020, at 4:00 p.m., using the virtual meeting platform, Zoom, and livestreaming the meeting through Facebook. Members present were Chairperson, Dr. Stephen Gibson, Mr. Tim Hoffman, Dr. Michael T. Garrett, Mr. Chris Myers, Mr. Larry Jackson, and Ms. Suzanne Wright. Councilwoman Laurie Marchini and Dr. Lincoln Wilkins were absent from the meeting.

Kathy McKenney, Historic Planner/Preservation Coordinator, Kevin Thacker, Code Compliance Manager, Diane Johnson, Director of Parks and Recreation, and Mayor Raymond Morriss, were also in attendance from City of Cumberland staff and administration.

Chairperson, Dr. Stephen Gibson, 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."

Chairperson Dr. Stephen Gibson introduced the members of the Commission, as well as City staff, who were present.

### **APPROVAL OF MINUTES**

Suzanne Wright noted an error in the minutes that needed correction from Mr. McKenney to Ms. McKenney. Dr. Michael Garrett made the motion to approve the November 18, 2020 minutes, as corrected. Suzanne Wright provided a second to the motion; all members were in favor. The minutes were approved, as corrected.

### **PUBLIC COMMENT**

None

### **CERTIFICATES OF APPROPRIATENESS**

**40 Greene Street - George Washington's Headquarters COA 20-000013** - Diane Johnson, City of Cumberland's Parks and Recreation Director as well as Jason Deal, Street Superintendent, was in attendance to represent the project. Members of the Cresap Chapter of the Daughters of the American Revolution were also in attendance. The request pertained to needed emergency repairs to the cabin. Jason Deal provided an overview of the components of the scope of work, including repairs to the logs, chinking, and roof shakes.

Dr. Garrett questioned whether the work was more cosmetic in nature, rather than structural. Mr. Deal confirmed that there could be damage to the structure if certain components, particularly the roof, were not addressed.

Suzanne Wright made a motion, using the new template, to approve the application, as submitted as consistent with Preservation Guidelines #1,2,3,8,15,22, and 33. Chris Myers provided a second to the motion. There was no additional discussion. All members voted in favor.

**130 Polk Street - COA20-000012** - Kevin Thacker, City of Cumberland's Code Compliance Manager, represented the request to demolish the residential structure due to a structural engineer's finding that it is in danger of imminent collapse. He noted that the initial intent was to rehabilitate the structure and provided an overview as to how the property was obtained by the City of Cumberland and the

process that led to the decision to demolish the structure instead of rehabilitating it. Ms. McKenney confirmed that this was the same structure that was determined earlier in the year to be in a condition that was declared Demolition by Neglect by the previous owners. Dr. Garrett questioned whether any of the building material or appliances could be salvaged. Mr. Thacker said that it could be explored.

Mr. Jackson indicated that the neighborhood could be a location for gentrification and that the structure's removal might help to improve the neighborhood.

A lengthy discussion took place to discuss how the demolition would be finished, particularly the possibility of installing gravel/crush and run or paving the lot. Mr. Thacker suggested that topsoil could be placed there as an alternative.

Ms. McKenney confirmed that the structure is considered, according to the district's inventory, as a contributing structure, and reminded the HPC about the levels of integrity that are taken into account.

Mr. Larry Jackson made a motion to conditionally approve COA20-000012 with the condition that the lot is not gaveled or paved once the structure was removed. Soil is to be placed on the lot. He cited Chapter 2 pages 12-14 and Chapter 6 pages 116-118 for this project. Suzanne Wright seconded the motion. There was no additional discussion. The project was approved unanimously.

## **OTHER BUSINESS**

**Staff/Chairperson Updates** Ms. McKenney advised that the Certified Local Government annual reports are now able to be submitted and that she will be working on completing Cumberland's report in the coming weeks.

She reminded the members of the HPC that the Maryland Association of Historic District Commissions are now conducting their training sessions virtually. She had provided the list of available sessions in the meeting packets and advised the members that the session on Sustainability has not yet been held in Cumberland and suggested that it might fit well with the recently completed report by PlaceEconomics. The HPC favored this session and Kathy advised that she would followup with them about a possible date for training.

**Administrative Approvals** Kathy documented that she had processed four projects administratively and provided an overview for each:

- 217 North Centre Street - Humpty Dumpty - approval of a fence based on the directive provided by the HPC earlier this year when Jane Belt requested a temporary fence with the intention to install a permanent fence later. The HPC had provided authorization for Ms. McKenney to approve this administratively even though it would typically be beyond the scopes of work that can be reviewed administratively.

### **Discussion of Ways to Address Repeated Non-Compliance in the Historic District**

This was a followup discussion from the November meeting. The discussion focused on several recent issues at 3 Pershing Street. Ms. McKenney noted that part of the most recent project's noncompliance was due to incorrect information provided to the project contractor from staff within the Department of Community Development. Ms. Wright and Dr. Gibson suggested that sending a letter to any property owner who undertakes a project that requires an "after the fact" review should be sent a followup letter as a matter of policy as well as to discuss the fact during the meeting where the review takes place.

Ms. McKenney detailed that she is already, as a matter of procedure, sending a letter with details about the required review, assistance on where to find guidance on the process, as well as a summary of available funding programs.

She suggested that ongoing training for the public is important and suggested that a virtual session could be put together to provide more interaction with the public in the coming months. Mr. Myers suggested that it could take place during Preservation Month.

### **ADJOURNMENT**

Chris Myers made the motion to adjourn which was seconded by Tim Hoffman. All members were in favor.

Respectfully,

---

Mr. Tim Hoffman, Secretary

January 20, 2021

**File Attachments for Item:**

3. 86 Baltimore Street - Request for a Change Amendment #RCA21-000002 related to Certificate of Appropriateness #835, originally approved on 2/18/18. Mandela Echefu has made a request for the installation of three new signs. Don Fischer, Fischer Signs, applicant.



CITY OF  
**CUMBERLAND**  
MARYLAND

DEPARTMENT OF COMMUNITY DEVELOPMENT

37N. LIBERTY STREET, CUMBERLAND, MD 21032 • PHONE 301-339-6442 • FAX 301-339-6432 • TDD 800-735-2258

[www.cumberlandmd.gov](http://www.cumberlandmd.gov)

PERMIT NO. RCA21-000002

**CERTIFICATE OF APPROPRIATENESS**

See attached for information which may be requested by the Historic Preservation Commission, as deemed necessary.

LOCATION: 86 baltimore ST  
OWNER: MALAMIS REAL EST HOLDINGS LLC  
APPLICANT \_\_\_\_\_

Mandela Echefu

,

File Date: 01/13/2021

Work Description: Addition of signage for new business

Description

Total Cost

TOTAL AMOUNT: 0.00

Proposed Work: Install 3 wall mounted aluminum signs on the storefront cornices above Baltimore Street and North Centre Street. The signs will measure 16" x 20'6", 16" x 9', and 16" x 12'. The colors and design are consistent with the submitted drawings.

Subject: However to revocation by the HPC in the case the afore named construction is not in compliance with the requirements of the City Ordinance related to Historic Preservation, especially Ordinance No. 3208. H.P.C Chairman \_\_\_\_\_ H.P.C Secretary

\_\_\_\_\_ statement: I hereby agree to comply with all regulations which are applicable hereto, and further agree that the proposed work shall be faithfully carried out as described on this request and as shown on the plans accompanying same, and not otherwise. This application



1/13/2021

City of Cumberland, MD Mail - 86 Baltimore St



Kathy McKenney <kathy.mckenney@cumberlandmd.gov>

---

## 86 Baltimore St

1 message

---

**Donald Fischer** <dfischer@atlanticbb.net>  
To: Kathy McKenney <kathy.mckenney@cumberlandmd.gov>

Wed, Jan 13, 2021 at 9:15 AM

The signs will be made of aluminum.  
Sign colors to match colors of building.  
Cost \$1,500.00  
Let me know if you need any other onfo.

Thanks,  
Don

---  
New Outlook Express and Windows Live Mail replacement - get it here:  
<https://www.oeclassic.com/>



Kathy McKenney <kathy.mckenney@cumberlandmd.gov>

---

## Re: 86 Baltimore St

1 message

---

**Donald Fischer** <dfischer@atlanticbb.net>  
To: Kathy McKenney <kathy.mckenney@cumberlandmd.gov>

Wed, Jan 13, 2021 at 9:17 AM

No electrical needed on this job.  
Lighting is existing.

---  
New Outlook Express and Windows Live Mail replacement - get it here:  
<https://www.oeclassic.com/>

----- Original Message -----

**From:** Kathy McKenney <kathy.mckenney@cumberlandmd.gov>  
**To:** Donald Fischer <dfischer@atlanticbb.net>  
**Cc:** Kevin Thacker <kevin.thacker@cumberlandmd.gov>  
**Sent:** 1/13/2021 8:55:02 AM  
**Subject:** Re: 86 Baltimore St

Don,

Please remember to send the measurements of each sign, the measurements of each facade, the material that the signs will be constructed from, as well as whether any additional lighting will be needed for them.

Thanks  
Kathy







## Front



16in x 20ft 6in

## Middle



16in x 9ft

## Side



16in x 12ft



**Certificate of Appropriateness Application  
Presentation of Information  
By Kathy McKenney**

**COA#2018-835 (Request for Change Amendment)**

**Business Name** Wheelzup

**Address** 86 Baltimore Street

**Project Contact** Don Fischer (Fischer Signs) and Mandel Echefu (Wheelzup)

**Project Summary** Mr. Echefu is planning to open a new business at this location and has requested to install new signage. Since a previous Certificate of Appropriateness was approved administratively on 2/18/18 for repainting the structure, the new request can be processed as a Change Amendment request to that original permit.

A total of three have been proposed for the new business and a digital rendering of each can be found in the meeting packet. The signs are constructed of aluminum and will be flush mounted to the fascia of the storefront cornice. The sign facing Baltimore Street measures 16" x 20'6"; the sign that faces North Centre Street measures 16" x 12'; the third sign will be placed at the corner of the cornice and it measures 16" x 9'. Colors have been selected to match the exterior paint colors.

Existing lighting will be utilized.

**The sections of the Preservation Guidelines that pertain to this application are Guideline 46: Sign Placement; Guideline 47: Sign Size (Chapter 5, Pages 102-103); Guideline 49: New Sign Materials (Chapter 5 Page 104)**

**File Attachments for Item:**

4. 15 Prospect Square – Review of the Cumberland Historic District Tax Incentive Application. Janet Wunderlick, applicant

## **Historic District Tax Incentive Program**

**By Kathy McKenney**

**15 Prospect Square**

**John C. Wunderlick/Janet C. Wunderlick**

**Contact: Janet Wunderlick**

**Tax Account #: 06-032656**

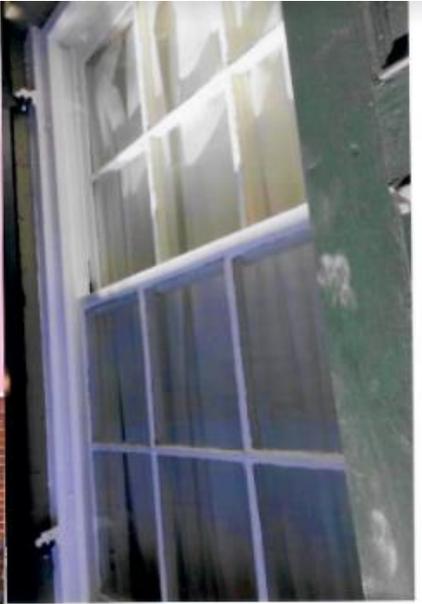
A Historic District Tax Incentive Application has been received from the owners of the property located at 15 Prospect Square. Based on research, calculations (within the allowable two-year project time period), and materials received, I would like to make the following recommendation:

- ❖ City of Cumberland property tax credit recommended in the amount of \$1,608.60 (10% of total eligible project costs of \$16,086.00). The credit will be applied to real estate property taxes and is valid for a total of five years unless exhausted. Any credits remaining after that time will expire.
- ❖ Property tax assessment freeze is not applicable for this project since the ratio of the project investment versus the pre-improvement value of \$259,867.00 is 6%. The minimum investment that qualifies for a tax assessment freeze is 10%.

Improvement cost as percentage of market	Available tax exempt status of improvement
10 percent	1 year
20 percent	2 years
30 percent	2 years
40 percent	3 years
50 percent	3 years
60 percent	4 years
70 percent	4 years
80 percent	5 years
90 percent	6 years
100 percent	7 years
200 percent	8 years
300 percent	9 years
400 percent	9 years
500 percent	10 years

The expenses for this project relate to COA 845 from August 2018 and include an in-kind roof replacement as well as in-kind replacement of the exterior storm windows.

Before storm  
windows -  
lower level



After 6  
framed  
storm i  
installed

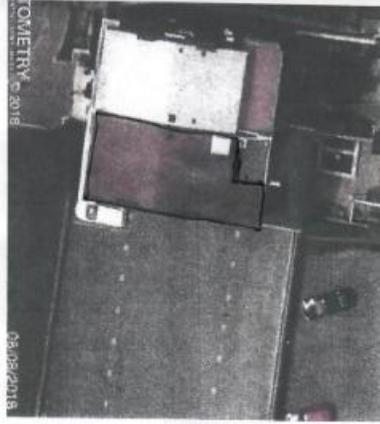
After wood  
framed storm  
windows  
installed on lower  
windows



After wood  
framed  
storm windows  
installed on 1 $\frac{1}{2}$  FL.



Red roof —  
Before the roofing



OF NEW GREY  
ROOF



