

April 26, 2012

The regular meeting of the Historic Preservation Commission was called to order on Thursday, April 26, 2012 at 6:00 p.m. at Town Hall, 39 N. Hickory Avenue, Bel Air, Maryland.

MEMBERS PRESENT:            Brian Payne, Chair  
   Jennifer Mainster Hanna  
   Paul Edmeades

IN ATTENDANCE:            Robert Fisher, Town Planner  
   Dr. James Taneyhill  
   Dr. Jonathan Mandras  
   Patrick & Laurie Wallis  
   Catherine Owsianiecki, Recording Secretary

I.        Election of Chair and Vice Chair

The election of Chair and Vice Chair was tabled until next month's meeting.

II.       Approval of Minutes

Approval of the minutes of the October 27, 2011 meeting was tabled until next month's meeting.

III.      New Business

A.      Review of Receipts for Tax Credits – Dr. James Taneyhill, 522 Rockspring Avenue

Mr. Fisher stated that Dr. Taneyhill is requesting a review of receipts for a project completed at 522 Rockspring Avenue. He stated that Dr. Taneyhill had the front porch rebuilt on this property. The total project cost was \$12,166.00. If approved by HPC, Dr. Taneyhill would be eligible for a \$1,216.00 tax credit.

Ms. Hanna stated that the original cost of the project presented to HPC in October 2011 was estimated in the amount of \$10,995.00. She inquired if the increased cost of the project was due to the discovery of rotten wood during the project. Dr. Taneyhill stated that this is correct.

Ms. Hanna moved and Mr. Edmeades seconded the motion to approve the receipts submitted by Dr. Taneyhill for the project completed at 522 Rockspring Avenue in the amount of \$12,166.00 and to approve the tax credit in the amount of \$1,216.00.

The motion carried.

B. HA Review – Dr. Jonathan Mandras, 522 Rockspring Avenue

Mr. Fisher stated that Dr. Mandras, a colleague of Dr. Taneyhill, is proposing to replace the existing business sign with a new sign on the property located at 522 Rockspring Avenue. Since 522 Rockspring Avenue is a designated property, HPC approval is required.

Ms. Hanna inquired if the existing sign is PVC. Dr. Mandras stated that the existing sign is wood. Mr. Payne stated that he has no objection to a PVC sign because it is temporary and not a part of the building. He stated that a PVC sign does not alter the character of the building. Mr. Edmeades stated that he agrees with Mr. Payne. Ms. Hanna stated that she also agrees with Mr. Payne.

Mr. Edmeades moved and Ms. Hanna seconded the motion that the request submitted by Dr. Jonathan Mandras for the replacement business sign on the property located at 522 Rockspring Avenue be approved by the Bel Air Historic Preservation Commission.

Further, this approval is based on the following findings of fact:

1. The new sign will improve the overall appearance of the property.
2. The new sign is compatible with the exterior design, scale, proportion arrangement and materials of the existing structure.
3. The new sign is compatible with the Town of Bel Air Design Guidelines for Rehabilitation, Maintenance and New Construction.

The motion carried.

C. Tax Credit Review – Dr. Jonathan Mandras, 522 Rockspring Avenue

Mr. Fisher stated that Dr. Mandras is requesting tax credit approval for the replacement sign proposed for the property located at 522 Rockspring Avenue. He stated that the proposed cost is \$1,500.00. If approved by HPC, Dr. Taneyhill, the property owner, would be eligible for a \$150.00 tax credit upon submittal of receipts at the conclusion of the project.

Ms. Hanna moved and Mr. Edmeades seconded the motion to approve the tax credit in the amount of \$150.00 requested by Dr. Taneyhill for the proposed replacement sign for the property located at 522 Rockspring Avenue upon submittal of receipts at the conclusion of the project.

The motion carried.

D. Review of Receipts for Tax Credit- Patrick & Laurie Wallis, 315 E. Broadway

Mr. Fisher stated that Mr. and Mrs. Wallis are requesting a review of receipts for a project completed at 315 E. Broadway. He stated that Mr. and Mrs. Wallis replaced the existing gutters and downspouts with an enclosed gutter system on their property located at 315 E. Broadway. The total project cost was \$3,629.00. If approved by HPC, Mr. and Mrs. Wallis would be eligible for a \$362.00 tax credit.

Ms. Hanna moved and Mr. Edmeades seconded the motion to approve the receipts submitted by Mr. and Mrs. Wallis for the project completed at 315 E. Broadway in the amount of \$3,629.00 and to approve the tax credit in the amount of \$362.00.

E. HA Review – Patrick & Laurie Wallis, 315 E. Broadway

Mr. Fisher stated that Mr. and Mrs. Wallis are proposing to repair the front sidewalk and repair the chimney on their property located at 315 E. Broadway. Since 315 E. Broadway is a designated property, HPC approval is required. Mr. Fisher stated that Victor Miller, who has completed work on other historic properties in the Town, will be completing this project.

Ms. Hanna inquired what is on the property now. Mrs. Wallis stated that one step on the front porch is cracked, and it needs mortar put back into it. Mrs. Wallis stated that the sidewalk is cracked, and that it will be replaced with brick. Mrs. Wallis stated there are two slate pieces that will be cut in half and used to line the brick. Mr. Wallis stated that there are actually six pieces of slate that will be cut lengthwise with a diamond saw and be used to border the sidewalk. Mr. Edmeades inquired if the sidewalk will be brick with a slate border. Mr. Wallis stated that this is correct. Mr. Payne inquired about the thickness of the slate. Mr. Wallis stated that he is not sure about the thickness of the slate but that he would estimate that it is no thicker than 2-3 inches. Mr. Payne inquired about the width of the slate on the sidewalk. Mr. Wallis stated that each piece of slate is no more than 6-8 inches wide. Mrs. Wallis stated that the slate is already there, but it will be moved and incorporated into the brick work. Mr. Payne inquired about the composition of the existing sidewalk. Mrs. Wallis stated that the existing sidewalk is cement. Mr. Payne inquired about the composition of the steps. Mrs. Wallis stated that the steps are brick. Mrs. Wallis stated that the porch is also brick. Mr. Edmeades inquired if the bricks will have mortar between them. Mr. Wallis stated that the bricks will have mortar between them.

Mr. Edmeades moved and Ms. Hanna seconded the motion that that the request submitted by Patrick & Laurie Wallis for the repair of the front sidewalk and chimney on the property located at 315 E. Broadway be approved by the Bel Air Historic Preservation Commission.

Further, this approval is based on the following findings of fact:

1. The repairs will improve the overall appearance of the property.
2. The repairs are compatible with the exterior design, scale, proportion arrangement and materials of the existing structure.
3. The repairs are compatible with the Town of Bel Air Design Guidelines for Rehabilitation, Maintenance and New Construction.

The motion carried.

F. Tax Credit Review – Patrick & Laurie Wallis, 315 E. Broadway

Mr. Fisher stated that Mr. and Mrs. Wallis are requesting tax credit approval for the front sidewalk repair and chimney repair for their property located at 315 E. Broadway. The proposed project cost is \$7,590.00. If approved by HPC, Mr. and Mrs. Wallis would be eligible for a \$759.00 tax credit upon submittal of receipts at the conclusion of the project.

Ms. Hanna moved and Mr. Edmeades seconded the motion to approve the tax credit in the amount of \$759.00 requested by Mr. and Mrs. Wallis for the proposed repairs to the sidewalk and chimney on the property located at 522 Rockspring Avenue upon submittal of receipts at the conclusion of the project.

The motion carried.

G. HA Review – Dave Carey, 615 N. Hickory Avenue

Mr. Fisher stated that Mr. Carey is proposing to paint the exterior of his house located at 615 N. Hickory Avenue. Since 615 N. Hickory Avenue is a designated property, HPC approval is required.

Ms. Hanna moved and Mr. Edmeades seconded the motion that the request submitted by Dave Carey for the exterior painting of the property located at 615 N. Hickory Avenue be approved by the Bel Air Historic Preservation Commission.

Further, this approval is based on the following findings of fact:

1. The exterior painting will improve the overall appearance of the property.
2. The exterior painting is compatible with the exterior design, scale, proportion arrangement and materials of the existing structure.

The motion carried.

H. Tax Credit Review – Dave Carey, 615 N. Hickory Avenue

Mr. Fisher stated that Mr. Carey is requesting tax credit approval for the exterior painting of his house located at 615 N. Hickory Avenue. The proposed project cost is \$8,500.00. If approved by HPC, Mr. Carey would be eligible for an \$850.00 tax credit upon submittal of receipts at the conclusion of the project.

Ms. Hanna moved and Mr. Edmeades seconded the motion to approve the tax credit in the amount of \$850.00 requested by Mr. Carey for the proposed exterior painting of the property located at 522 Rockspring Avenue upon submittal of receipts at the conclusion of the project.

The motion carried.

IV. Other

A. Selection of Poster Contest Winners

First Place

- Chris Walker, Homestead/Wakefield Elementary School  
Drawing: Hopkins House

Second Place

- Steven Lentz, Homestead/Wakefield Elementary School  
Drawing: Mrs. Dunnigan's Hotel and Restaurant

Third Place

- Sam Myrick, Harford Day School  
Drawing: The Homestead

Honorable Mention – Bel Air Elementary School

- Catherine Standish  
Drawing: Hays House
- Erin Smearman  
Drawing: Alex Fulford's Bottling Plant

Honorable Mention – Homestead/Wakefield Elementary School

- MacKenzie Plowman  
Drawing: Boyd & Fulford Drug Store
- Rebekah Cross

Drawing: Hopkins House

Honorable Mention – Harford Day School

- Esha Gupta  
Drawing: Bel Air Academy and Graded School
- Julian Karlic  
Drawing: Norris House

Adjournment

The meeting was adjourned at 6:55 p.m.

---

Brian Payne, Chair

May 24, 2012

The regular meeting of the Historic Preservation Commission was called to order on Thursday, May 24, 2012 at 6:00 p.m. at Town Hall, 39 North Hickory Avenue, Bel Air, Maryland.

MEMBERS PRESENT: Brian Payne, Chair  
Tim Coale, Vice Chair  
Jennifer Mainster Hanna  
Laura Bearsch  
Karen Chizmar

IN ATTENDANCE: Robert Fisher, Town Planner  
Marc McFaul  
Steven Chizmar  
Joyce Oliver, Director of Administration  
Catherine Owsianiecki, Recording Secretary

ADMINISTRATIVE MATTERS

Election of Chair and Vice Chair

Ms. Bearsch moved and Ms. Chizmar seconded the motion to elect Peg Lucas Chair of the Bel Air Historic Preservation Commission.

The motion carried.

Ms. Hanna moved and Ms. Bearsch seconded the motion to elect Tim Coale Vice Chair of the Bel Air Historic Preservation Commission.

The motion carried.

Approval of Minutes

Ms. Bearsch moved to approve the minutes of the October 27, 2011 meeting.

The motion carried.

Ms. Hanna moved to approve the minutes of the April 26, 2012 meeting as amended with the following correction:

Under the Selection of Poster Contest Winners heading, the name of one of the Honorable Mention winners from Harford Day School should be correctly spelled "Julian Karlic."

The motion carried.

## NEW BUSINESS

### HA Review – Steven & Karen Chizmar, 321 East Broadway

Ms. Chizmar recused herself from this agenda item.

Mr. Fisher stated that Steven and Karen Chizmar are proposing to replace existing tongue-and-groove decking with new tongue-and-groove decking on the front porch of their property located at 321 East Broadway. Since 321 East Broadway is a designated property, HPC approval is required.

Ms. Chizmar stated that she and Mr. Chizmar are proposing to replace the existing tongue-and-groove decking on the front porch of their house with new tongue-and-groove decking. Ms. Chizmar stated that the decking was previously replaced in 1984. Mr. Chizmar stated that the ends of the decking are rotten, and a few boards will be replaced. Mr. Chizmar stated that the new tongue-and-groove decking will be finished with a natural stain.

Ms. Hanna inquired about the type of wood that will be used. Mr. Chizmar stated that the wood will be fir, which was originally on the property when he and Ms. Chizmar purchased the property.

Ms. Hanna moved and Ms. Bearsch seconded the motion that the request submitted by Steven and Karen Chizmar for the replacement of existing tongue-and-groove decking with new tongue-and-groove decking on the front porch of their house located at 321 East Broadway be approved by the Bel Air Historic Preservation Commission.

Further, this approval is based on the following findings of fact:

1. The new tongue-and-groove decking will improve the overall appearance of the property.
2. The new tongue-and-groove decking is compatible with the exterior design, scale, proportion, arrangement and materials of the existing structure.
3. The new tongue-and-groove decking is compatible with the Town of Bel Air Design Guidelines for Rehabilitation, Maintenance and New Construction.

The motion carried.

### Tax Credit Review – Steven & Karen Chizmar, 321 East Broadway

Ms. Chizmar recused herself from this agenda item.

Mr. Fisher stated that Steven and Karen Chizmar are requesting tax credit approval for the replacement tongue-and-groove decking proposed for the front porch of their house located at 321 East Broadway. The proposed project cost is \$1,600.00. If approved by HPC, the Chizmars would be eligible for a \$160.00 tax credit upon submittal of receipts at the conclusion of the project.

Ms. Hanna moved and Mr. Coale seconded the motion to approve the request for tax credit approval made by Steven and Karen Chizmar for the replacement tongue-and-groove decking proposed at a cost of \$1,600.00 for the front porch of their house located at 321 East Broadway. The Chizmars will be eligible for a \$160.00 tax credit upon submittal of receipts at the conclusion of the project.

The motion carried.

### HA Review – Ropewalk Bel Air Properties LLC, 117/119 South Main Street

Mr. Fisher stated that Marc McFaul is proposing to add a 3' x 3' sign on the south wall, facing the parking lot, of the Dark Horse Saloon located at 117/119 South Main Street. Since 117/119 South Main Street is a designated property, HPC approval is required. Mr. Fisher stated that there may be discussion about whether the sign is 3' x 3' or 3' x 4'. Mr. Fisher stated that both sizes are compatible with the Town's Development Regulations.

Mr. McFaul stated that he had originally proposed to place an electronic sign on the property located at 117/119 South Main Street, which would not be compatible with the Town's Development Regulations. Mr. McFaul

stated that he is now proposing to install a black aluminum graphics display lightbox on the property, which will match the Dark Horse Saloon lettering and be utilized to increase awareness of daily specials and promotions at the Dark Horse Saloon. Mr. McFaul stated that the new sign will be more attractive than the sign that used to be on the porch, and it will be in keeping with the renovations completed on the property.

Mr. Payne inquired if the sign will be internally illuminated. Mr. McFaul stated that the sign will be internally illuminated. Mr. Payne inquired if the sign is lit from the back. Mr. McFaul stated that the sign is not lit from behind and that the signs will slide into the display box. Mr. Payne inquired how the sign will be accessed since it will be placed on the second story of the property. Mr. McFaul stated that there is a window near the sign and that a ladder could be used to access the sign. Mr. McFaul stated that the sign will not be changed each day. Mr. Fisher inquired if the sign will be 3' x 3' or 3' x 4'. Mr. McFaul stated that the sign will be 3' x 4'. Ms. Chizmar inquired if the entire box will be black. Mr. McFaul stated that the entire box will be black and that the shade of black is the same as the Dark Horse Saloon lettering. Ms. Chizmar inquired if the proposed sign meets all the Town's criteria. Mr. Fisher stated that the sign does meet all of the Town's criteria and that the property does have the availability for the proposed additional signage.

Ms. Bearsch moved and Ms. Hanna seconded the motion that the request submitted by Ropewalk Bel Air Properties LLC for the new sign on the south wall of the Dark Horse Saloon located at 117/119 South Main Street be approved by the Bel Air Historic Preservation Commission.

Further, this approval is based on the following findings of fact:

1. The new sign will improve the overall appearance of the property.
2. The new sign is compatible with the exterior design, scale, proportion, arrangement and materials of the existing structure.
3. The new sign is compatible with the Town of Bel Air Design Guidelines for Rehabilitation, Maintenance and New Construction.

The motion carried.

OTHER

Ethics Presentation – Joyce Oliver, Director of Administration

Ms. Oliver stated that the State of Maryland passed a new law during the 2010-2011 legislative session, which changed some of the forms that need to be filed and some of the provisions under financial disclosure. Ms. Oliver stated that the new provisions apply to all legislative committees and any boards or commissions that were appointed by the Town Commissioners; therefore, the members of HPC are required by law to receive training on the Ethics Law.

Ms. Oliver stated that the Board of Ethics' main function is to issue advisory opinions to any Town official who may have a conflict of interest. Ms. Oliver stated she will advise HPC members what the Ethics Law states this evening and that the HPC members may come to her with any questions they may have. Ms. Oliver stated that another ethics training session may be scheduled if the HPC members feel it is needed.

Ms. Oliver stated that participation is not defined as voting. Ms. Oliver stated that participation is defined as abstaining from a vote when a Town official suspects or knows that he or she has a conflict of interest. Ms. Oliver stated that Town officials need to disclose conflicts of interest to a Town staff member or to their commission as early as possible, and they need to recuse themselves from voting on agenda items when they do have a conflict of interest.

Ms. Oliver stated that copies of this evening's PowerPoint presentation on the Ethics Law are available and that the entire Ethics Law is available on the Town's website in Chapter 43 of the Town Code. Ms. Oliver stated that the

new forms are still in legal review and that they will be available upon request in a couple of months. Ms. Oliver advised that Town officials will not need to use the new forms until spring 2013.

Ms. Oliver proceeded with the following PowerPoint presentation on Public Ethics Law:

Why have an ethics law:

- Promotes public trust in government.
- Ensures transparency in government.
- Holds officials and employees accountable.
- Focuses on values: trustworthiness, respect, fairness and responsibility.

Board of Ethics

5 members appointed by the Board of Commissioners: Wilbur Bolton III, Steven Chizmar, Shelley Dolan, John Kane and Theresa Rose.

May not serve as a member of the Board of Commissioners, be an official or employee of the Town.

Town Counsel advises the Board of Ethics.

Board of Ethics Powers

- Administers the Ethics Law.
- Authorized to conduct investigations, hold private hearings and render advisory opinions.
- Adopt rules and procedures necessary to carry out the duties and responsibilities of the Board of Ethics.
- Receives all forms for conflicts of interest, financial disclosures and gift disclosures. All filed forms are open to the public for review and copying.

Definitions

Compensation – Money or anything valuable, regardless of form (law doesn't require you to disclose your salary.)

Gift – Anything of economic value, regardless of form (not including political contributions).

Disclosure statements must be filed if gift received is valued in excess of \$20 or a series of gifts received is valued at \$100 or more during a reporting period (May 1–April 30).

Qualifying Relative – Spouse, parent, child or sibling.

Interest – Any legal or equitable economic interest (i.e., ownership right in property; common stock or a corporation).

Official or Employee – Any Town Commissioner, employee, Town Counsel or volunteers on boards, commissions or legislated committees of the Town.

Conflicts of Interest

An official or employee MAY NOT participate in a matter:

- a. In which you or a qualified relative has an interest.
- b. Where you or a qualified relative is an officer, director, trustee, partner or employee.
- c. Where you or a qualified relative is negotiating employment or prospective employment.
- d. You are a party to an existing contract that could reasonably be expected to result in a conflict.
- e. Where a business entity is doing business with the Town and it is owned by another entity in which you have a direct financial interest.
- f. Where you or a qualified relative is a creditor or obligee of something with economic value, and you are in a position to directly affect a qualified relative's or your interest.



If you have one of the above conflicts and disclose the nature and circumstances, you may participate if: there is less than a quorum capable of acting; you are required by law to act; you are the only person authorized to act. Prior to acting, you must complete a Conflict of Interest Form.

#### Employment/Financial Interest Restrictions

An official may not:

- a. Be employed by or have a financial interest in an entity subject to the authority of the official or legislated board, commission or committee.
- b. Be negotiating or have entered into a contract with an entity of which you are affiliated.
- c. Hold any employment/relationship which would impair your impartiality or independence of judgment.

There are exceptions that are detailed in the law. If you have an employment and/or interest conflict, you must file a Conflict of Interest Statement with the Board of Ethics sufficiently in advance of the action.

#### Post-Employment Restrictions

You may not assist or represent any party for compensation in a case, contract or other matter involving the Town if that matter is one in which you significantly participated in as an official of the Town.

You may not assist or represent another party for compensation in any matter that is subject to legislative action until the next regularly scheduled meeting of the Board of Commissioners after you leave your appointment.

#### Use of Prestige of Office and Confidentiality

You may not intentionally use the prestige of the office for private gain or for the private gain of others.

You may not disclose confidential information that was acquired by reason of your position and that is not available to the public for your or another person's economic benefit.

#### Soliciting or Accepting Gifts

You MAY NOT:

- a. Solicit a gift.
- b. Solicit a gift on behalf of another person from a lobbyist.
- c. Accept a gift from a person who is doing business or seeks to do business with the Town.
- d. Accept a gift from someone whose activity is regulated or controlled by the Town.
- e. Accept a gift that will affect performance or nonperformance of your official duties.

#### Gifts You May Accept

- a. Gifts from a relative.
- b. Your meals and beverages consumed in the presence of the donor or sponsoring entity (does not include spouse).
- c. Unsolicited gifts that do not exceed \$20 in cost.
- d. Reasonable expenses for food, travel and lodging where you are participating in your official capacity on a panel or as a guest speaker.
- e. Ceremonial gifts or awards with insignificant value.
- f. A gift that is an honorarium for speaking or participating in a meeting as long as it is not related in any way to your official position.

If you accept an unsolicited gift that exceeds \$20 in cost, you must complete a Gift Disclosure Form and submit it to the Board of Ethics.

#### Contingent Compensation and Procurement

You may not assist or represent a party for contingent compensation (conditioned on something happening) in any matter before or involving the Town.

An individual employed to assist the Town in the drafting of specifications, an invitation for bids, or a request for proposals may not submit a bid or proposal or represent/assist another person who is submitting a bid or proposal for procurement.

#### Appointed Officials

Must file a Gift Disclosure Form annually.

Appointed officials must file a Conflict of Interest Form to disclose employment or interest conflicts.

#### Exemptions and Modifications

The Board of Ethics may grant exemptions and modifications to the provisions pertaining to conflicts of interest and financial disclosures for appointed officials if they constitute an unreasonable invasion of privacy and significantly reduces the availability of qualified persons for public service.

#### Violations

All violations are public information.

#### Fines:

- a. \$2/day, maximum \$250 for not filing financial disclosures in a timely manner.
- b. \$2,000 for an official violation of the Conflict of Interest provisions.
- c. \$5,000 for an official/employee violation of the law.

#### Advisory Opinions

If you anticipate some activity that you believe may raise an issue under the Ethics Law, you may request a written advisory opinion from the Board of Ethics through the Town Counsel.

#### ADJOURNMENT

Mr. Coale moved and Ms. Bearsch seconded the motion to adjourn the meeting at 6:35 p.m.

The motion carried.

---

Tim Coale, Vice Chair

July 26, 2012

The regular meeting of the Historic Preservation Commission was called to order on Thursday, July 26, 2012 at 6:00 p.m. at Town Hall, 39 N. Hickory Avenue, Bel Air, Maryland.

#### MEMBERS PRESENT:

Peg Lucas, Chair  
Tim Coale, Vice Chair  
Laura Bearsch  
Karen Chizmar  
Paul Edmeades

#### IN ATTENDANCE:

Robert Fisher, Town Planner  
Donna Kahoe  
Patrick & Laurie Wallis  
Catherine Owsianiecki, Recording Secretary

## ADMINISTRATIVE MATTERS

### Approval of Minutes

Ms. Bearsch moved and Mr. Coale seconded the motion to approve the minutes of the May 24, 2012 meeting.

The motion carried.

### NEW BUSINESS

#### HA Review – Robert & Donna Kahoe, 108 W. Gordon Street

Mr. Fisher stated that Robert and Donna Kahoe are proposing to install Pennsylvania Flagstone walkways, a water feature, a cobblestone border and low-voltage lighting on their property located at 108 W. Gordon Street. Since 108 W. Gordon Street is a designated property, HPC approval is required.

Ms. Chizmar inquired if the proposed features will be installed in the rear of the property. Ms. Lucas stated that the proposed features will be installed in the rear of the property, which abuts a private alley and the north side of W. Gordon Street. Ms. Lucas stated that, from her observation, the features that are inside the fence, excluding the greenery that extends above the fence, cannot be seen as one drives by the property.

Mr. Edmeades moved and Ms. Bearsch seconded the motion that the request submitted by Robert and Donna Kahoe for the Pennsylvania Flagstone walkways, a water feature, a cobblestone border and low-voltage lighting on their property located at 108 W. Gordon Street be approved by the Bel Air Historic Preservation Commission.

Further, this approval is based on the following findings of fact:

1. The walkways, water feature, border and lighting will improve the overall appearance of the property.
2. The improvements are compatible with the exterior design, scale, proportion arrangement and materials of the existing structure.
3. The improvements are compatible with the Town of Bel Air Design Guidelines for Rehabilitation, Maintenance and New Construction.

The motion carried.

#### HA Review – Patrick & Laurie Wallis, 315 E. Broadway

Mr. Fisher stated that Patrick and Laurie Wallis are proposing to repair stucco on the porch columns and paint the porch columns and exterior of their property located at 315 E. Broadway. Since 315 E. Broadway is a designated property, HPC approval is required.

Ms. Bearsch moved and Ms. Chizmar seconded the motion that the request submitted by Patrick and Laurie Wallis for the stucco repair on porch columns and the painting of the porch columns and exterior of the house on their property located at 315 E. Broadway be approved by the Bel Air Historic Preservation Commission.

Further, this approval is based on the following findings of fact:

1. The stucco repair and exterior painting will improve the overall appearance of the property.
2. The stucco repair and exterior painting are compatible with the exterior design, scale, proportion arrangement and materials of the existing structure.
3. The stucco repair and exterior painting are compatible with the Town of Bel Air Design Guidelines for Rehabilitation, Maintenance and New Construction.

The motion carried.

#### Tax Credit Review – Patrick & Laurie Wallis, 315 E. Broadway

Mr. Fisher stated that Patrick and Laurie Wallis are requesting tax credit approval for the repair of the stucco on porch columns and painting of the porch columns and exterior of the property located at 315 E. Broadway. The

proposed project cost is \$9,887.00. If approved by the HPC, the Wallis' would be eligible for a \$988.00 tax credit upon submittal of receipts at the conclusion of the project.

Ms. Bearsch moved and Ms. Chizmar seconded the motion to approve the request for tax credit approval made by Patrick and Laurie Wallis for the repair of the stucco on porch columns and painting of the porch columns and exterior proposed at a cost of \$9,887.00 for the property located at 315 E. Broadway. The Wallis' will be eligible for a \$988.00 tax credit upon submittal of receipts at the conclusion of the project.

The motion carried.

Review of Receipts for Tax Credit – Patrick & Laurie Wallis, 315 E. Broadway

Mr. Fisher stated that Patrick and Laurie Wallis have submitted receipts for review for a project completed at 315 E. Broadway. The total project cost was \$7,993.75. If approved by the HPC, the Wallis' will be eligible for a \$799.00 tax credit.

Ms. Bearsch moved and Ms. Chizmar seconded the motion to accept the tax receipts submitted by Patrick and Laurie Wallis for a project completed at a cost of \$7,993.75 on the property located at 315 E. Broadway. The Wallis' will be eligible for a \$799.00 tax credit.

The motion carried.

Review of Receipts for Tax Credit – David Carey, 615 N. Hickory Avenue

Mr. Fisher stated that David Carey has submitted receipts for review for a project completed at 615 N. Hickory Avenue. The total project cost was \$9,787.00. If approved by the HPC, Mr. Carey will be eligible for a \$978.00 tax credit.

Mr. Edmeades moved and Ms. Bearsch seconded the motion to accept the tax receipts submitted by David Carey for a project completed at a cost of \$9,787.00 on the property located at 615 N. Hickory Avenue. Mr. Carey will be eligible for a \$978.00 tax credit.

The motion carried.

ADJOURNMENT

Ms. Bearsch moved and Mr. Edmeades seconded the motion to adjourn the meeting at 6:15 p.m.

The motion carried.

---

Tim Coale, Vice Chair

August 21, 2012

A special meeting of the Historic Preservation Commission was called to order on Tuesday, August 21, 2012 at 8:30 a.m. at the Bel Air Planning Department, 705 E. Churchville Road, Bel Air, Maryland.

MEMBERS PRESENT:           Peg Lucas, Chair  
                                      Tim Coale, Vice Chair  
                                      Jennifer Mainster Hanna  
                                      Brian Payne

IN ATTENDANCE:             Robert Fisher, Town Planner  
                                      Helen Cooney, Property Owner  
                                      Sandy Saunders, Recording Secretary

HA Review – Helen Cooney & Susan Potter, 510 S. Main Street

Mr. Fisher stated that Helen Cooney and Susan Potter are proposing to paint the exterior of the building and repair the porch floor, columns, fascia, soffits, wood shingles and windows on their property located at 510 S. Main Street. Since 510 S. Main Street is a designated property, HPC approval is required.

Mr. Coale inquired if they were making any changes and Ms. Cooney replied that they were all repairs. Ms. Hanna asked if the porch floor was being replaced with same materials and Ms. Cooney replied yes.

Mr. Coale moved and Mr. Payne seconded the motion that the request submitted by Helen Cooney and Susan Potter to paint the exterior of the building and repair the porch floor, columns, fascia, soffits, wood shingles and windows on their property located at 510 S. Main Street be approved by the Bel Air Historic Preservation Commission.

Further, this approval is based on the following findings of fact:

1. The exterior painting and repairs will improve the overall appearance of the property.
2. The exterior painting and repairs are compatible with the exterior design, scale, proportion, arrangement and materials of the existing structure.
3. The exterior painting and repairs are compatible with the Town of Bel Air Design Guidelines for Rehabilitation, Maintenance and New Construction.

The motion carried.

Tax Credit Review – Helen Cooney & Susan Potter, 510 S. Main Street

Mr. Fisher stated that Helen Cooney and Susan Potter are requesting tax credit approval for exterior building painting and repair of the porch floor, columns, fascia, soffits, wood shingles and windows on their property located at 510 S. Main Street. The proposed project cost is \$24,506.00. If approved by the HPC, Ms. Cooney and Ms. Potter would be eligible for a \$2,450.00 tax credit upon submittal of receipts at the conclusion of the project.

Ms. Hanna moved and Mr. Coale seconded the motion to approve the request for tax credit approval made by Helen Cooney and Susan Potter for exterior building painting and repair of the porch floor, columns, fascia, soffits, wood shingles and windows proposed at a cost of \$24,506.00 for the property located at 510 S. Main Street. Ms. Cooney and Ms. Potter will be eligible for a \$2,450.00 tax credit upon submittal of receipts.

The motion carried.

ADJOURNMENT

Ms. Lucas moved and Ms. Hanna seconded the motion to adjourn the meeting at 8:35 a.m. The motion carried.

---

Tim Coale, Vice Chair

September 27, 2012

The regular meeting of the Historic Preservation Commission was called to order on Thursday, September 27, 2012 at 6:00 p.m. at Town Hall, 39 N. Hickory Avenue, Bel Air, Maryland.

MEMBERS PRESENT:

Peg Lucas, Chair  
Tim Coale, Vice Chair  
Brian Payne  
Karen Chizmar  
Paul Edmeades

IN ATTENDANCE:

Robert Fisher, Town Planner  
Jonathan Mandras  
Patrick & Laurie Wallis  
Marc McFaul  
Christian Koch  
Rick Davidson  
Catherine Owsianiecki, Recording Secretary

## ADMINISTRATIVE MATTERS

### Approval of Minutes

Mr. Edmeades moved and Ms. Chizmar seconded the motion to approve the minutes of the July 26, 2012 meeting.

The motion carried.

Mr. Coale moved and Mr. Payne seconded the motion to approve the minutes of the August 21, 2012 meeting.

The motion carried.

## NEW BUSINESS

### Review of Receipts for Tax Credit – Jonathan Mandras and James Taneyhill, 522 Rockspring Avenue

Mr. Fisher stated that Drs. Mandras and Taneyhill have submitted receipts for the new sign installed at their business located at 522 Rockspring Avenue. The cost of the sign was \$1,557.00. If approved by the HPC, the tax credit for the project would be \$155.00.

Mr. Edmeades moved and Ms. Chizmar seconded the motion to accept the tax receipts submitted by Drs. Mandras and Taneyhill for a project completed at a cost of \$1,557.00 on the property located at 522 Rockspring Avenue. Drs. Mandras and Taneyhill will be eligible for a \$155.00 tax credit.

The motion carried.

### Review of Receipts for Tax Credit – Patrick and Laurie Wallis, 315 E. Broadway

Mr. Fisher stated that Mr. and Mrs. Wallis have submitted receipts for the porch repair and exterior painting of their house located at 315 E. Broadway. The project cost was \$9,887.00. If approved by the HPC, the tax credit for the project would be \$988.00.

Mr. Edmeades moved and Ms. Chizmar seconded the motion to accept the tax receipts submitted by Patrick and Laurie Wallis for a project completed at a cost of \$9,887.00 on the property located at 315 E. Broadway. The Wallis' will be eligible for a \$988.00 tax credit.

The motion carried.

### HA Review – Marc McFaul, 117/119 S. Main Street

Ms. Lucas stated that Mr. McFaul is proposing to lower the windows and doors on the south side of the Dark Horse Saloon and add windows above the lowered doors. Mr. McFaul also is proposing to construct a deck/terrace/patio on the south side of the building. Since 117/119 S. Main Street is a designated property, HPC approval is required.

Mr. Fisher advised that, although the matter is not under the purview of HPC, there is still some discussion as to whether Mr. McFaul may build across property lines. Mr. McFaul stated that he has met with officials from the Harford County government and the Town, who all support the project. Mr. McFaul stated that they are going to try to sell the land to him as well as some of the parking that he currently rents.

Ms. Lucas inquired if the proposed project is all part of the new construction and not part of the original building. Mr. McFaul stated that the proposed project is all part of the new construction. Mr. Payne inquired about the materials of the proposed railing and if it will be matched to the ramp. Mr. McFaul stated that the ramp is wrought iron and that his thought is to match the railing to the color of upper deck, which is green horizontal cable. Mr. Edmeades stated that he would recommend that the proposed railing match the existing railings on the ramp on the lower level. Mr. Payne inquired if he is correct in assuming that one of the sets of doors is nonfunctional. Mr. McFaul stated that the set of doors to the far right is nonfunctional because the bar is located there.

Mr. Edmeades moved and Mr. Payne seconded the motion that the request submitted by Marc McFaul for lowering the windows and doors on the south side of the building, adding windows above the lowered doors and constructing a deck/terrace/patio on his property located at 117/119 S. Main Street be approved by the Bel Air Historic Preservation Commission with the condition that the railings on the new deck match and remain compatible with the design of the railings currently existing on the ramp and the entranceway.

Further, this approval is based on the following findings of fact:

1. The windows, doors and deck/terrace/patio project will improve the overall appearance of the property.
2. The windows, doors and deck/terrace/patio project is compatible with the exterior design, scale, proportion, arrangement and materials of the existing structure.
3. The windows, doors and deck/terrace/patio project is compatible with the Town of Bel Air Design Guidelines for Rehabilitation, Maintenance and New Construction.

The motion carried.

Tax Credit Review -- Marc McFaul, 117/119 S. Main Street

Mr. Fisher stated that Mr. McFaul is requesting tax credit approval for the windows, doors and deck/terrace/patio project for the Dark Horse Saloon located at 117/119 S. Main Street. The proposed project cost is \$40,000.00. If approved by the HPC, Mr. McFaul would be eligible for a \$2,000.00 tax credit upon submittal of receipts at the conclusion of the project.

Ms. Chizmar moved and Mr. Edmeades seconded the motion to approve the tax credit request submitted by Marc McFaul for the windows, doors and deck/terrace/patio project for the Dark Horse Saloon located at 117/119 S. Main Street at a proposed project cost of \$40,000 upon completion of the project and submittal of receipts. If approved by the HPC, Mr. McFaul will be eligible for a \$2,000.00 tax credit.

The motion carried.

HA Review -- Christian Koch, 303 S. Main Street

Ms. Lucas stated that Mr. Koch (tenant) is proposing to replace the existing awnings on the property at 303 S. Main Street with awnings advertising his new business. Since 303 S. Main Street is a designated property, HPC approval is required.

Ms. Lucas inquired if the new business name will be placed on one awning or both awnings. Mr. Fisher stated that the new business name will be on both awnings. Mr. Payne stated that under this proposal, the awnings would no longer match in color. Ms. Chizmar advised that HPC has no purview over color. Mr. Fisher stated that the proposed project technically constitutes a sign with the lettering and that Mr. Koch will need to apply for a sign permit.

Mr. Coale moved and Ms. Chizmar seconded the motion that the request submitted by Christian Koch to replace the existing awnings with awnings advertising his new business on the property located at 303 S. Main Street be approved by the Bel Air Historic Preservation Commission.

Further, this approval is based on the following findings of fact:

1. The awnings will improve the overall appearance of the property.
2. The awnings are compatible with the exterior design, scale, proportion arrangement and materials of the existing structure.
3. The awnings are compatible with the Town of Bel Air Design Guidelines for Rehabilitation, Maintenance and New Construction.

The motion carried.

HA Review – Rick Davidson, 12 Office Street

Ms. Lucas stated that Mr. Davidson (contractor) is proposing exterior renovations and window replacement for M&T Bank located at 12 Office Street. Since 12 Office Street is a designated property, HPC approval is required.

Mr. Coale inquired about the specific changes that will be made to the building. Mr. Davidson stated that the renovations include in-kind replacement of the storefront and exterior window replacement.

Mr. Payne inquired if the proposed windows will be vinyl with a wood exterior. Mr. Davidson stated that this is correct.

Mr. Chizmar inquired about the ironwork on the lower windows. Mr. Davidson stated that the ironwork will be removed as some of it is rusted badly.

Mr. Edmeades advised that building elevations should have been provided rather than renderings with only partial elevations. He stated that the second sheet of renderings depicts four rectangles and that elevations of the wall would have been helpful in understanding how these proposed windows will actually appear on the building.

Mr. Edmeades stated that it is of major significance that the proposed metal is dark bronze when white framing members are currently in place on the building. Mr. Edmeades stated that, to the left of the door, the existing building contains three panels with a narrow panel in the center. He noted that the proposed project contains two panels with the narrow center panel being eliminated.

Mr. Davidson stated that the project proposed will remove the top sliding door, but the canopy will remain in place.

Mr. Edmeades stated that a project this complex requires elevations showing all sides of the building and the placement of all windows. He stated that the drawings are inaccurate because the canopy appears to have been removed. Mr. Edmeades stated that renderings of each façade should be provided. Mr. Edmeades advised that this building is very important and that any proposed renovations need to be treated with great care. He stated that the photographs provided are not key to the drawings and that renderings of each façade showing what is to be removed, what is to be replaced and what materials will serve as replacements are needed.

Ms. Chizmar stated that, even though the rear of the building is in an alley, it is still very visible and prominent. She stated that she would like to see the grates and the wood windows retained. Ms. Chizmar inquired if the fire escape would be used in an emergency. Mr. Davidson stated that he does not believe the fire escape would be used. Ms. Chizmar advised that two exits from any story are needed.

Mr. Payne stated that vinyl windows cannot be placed in a designated property. He stated that the existing windows should be restored or replaced in kind with wood windows. He stated that air filtration issues can be addressed using the existing windows.

Ms. Chizmar stated that the Courthouse faced similar issues replacing historic windows with windows that would provide climate control. She stated that an example of how the Courthouse addressed this issue could be pulled for guidelines.

Mr. Davidson stated that the M&T has asked that the aluminum dividers on the curtain wall be replaced with bronze-tone materials. Ms. Chizmar stated that she would prefer that the dividers remain compatible with the 1960s addition and that she would not object to a silver tone.

Mr. Edmeades stated that it appears that windows with a bronze tint are proposed. Mr. Davidson stated that the new windows would have a light tint similar to what is in place now, which he believes is clear glass with a film



applied for UV protection. Mr. Payne advised that UV protection could be provided on untinted glass and that solar shades could also be placed inside the building for UV protection.

Mr. Edmeades moved and Mr. Payne seconded the motion to table the application submitted by Mr. Davidson until documentation that accurately illustrates the intentions of the proposed renovations and window replacements. The motion carried.

Mr. Fisher advised Mr. Davidson that the filing deadline for the October 25 HPC meeting is October 11.

#### Selection of 2012 Christmas Ornament

The members present agreed that it would be appropriate to honor and memorialize the legacies of Mary Streett and David Cohen in the Bel Air community with ornaments depicting Hirsch's Menswear and Boyd & Fulford Drug Store. Mr. Fisher stated that he can speak with the designer about possibly depicting both establishments on one ornament. Mr. Fisher advised that both establishments on one ornament may not be aesthetically appealing because they may appear small on the ornament and that it may cost more to produce a two-building ornament. Mr. Edmeades stated that the idea of placing both establishments on one ornament should at least be explored.

Mr. Payne advised that a streetscape with an acute view of one establishment in the foreground and the other in the background could be explored. Mr. Edmeades stated that both establishments could be depicted with a shadow line between them.

Mr. Payne stated that the text could be in the center rather than on the ribbon. He stated that the HPC members need to consider what the ornament will be named.

Mr. Payne stated that he will photograph the two buildings.

Ms. Chizmar stated that a wine and cheese reception should be held in Town Hall to unveil the ornament.

#### **ADJOURNMENT**

Mr. Payne moved and Mr. Coale seconded the motion to adjourn the meeting at 7:20 p.m.

The motion carried.

---

Tim Coale, Vice Chair

October 25, 2012

The regular meeting of the Historic Preservation Commission was called to order on Thursday, October 25, 2012 at 6:00 p.m. at Town Hall, 39 N. Hickory Avenue, Bel Air, Maryland.

MEMBERS PRESENT:

- Peg Lucas, Chair
- Tim Coale, Vice Chair
- Brian Payne
- Laura Bearsch
- Karen Chizmar
- Jennifer Mainster Hanna
- Paul Edmeades

IN ATTENDANCE:

- Robert Fisher, Town Planner
- Rick Davidson
- Catherine Owsianiecki, Recording Secretary

#### ADMINISTRATIVE MATTERS

##### Approval of Minutes

Mr. Edmeades moved and Mr. Payne seconded the motion to approve the minutes of the September 27, 2012 meeting as amended with the following correction:

The motion carried.

#### UNFINISHED BUSINESS

##### HA Review -- Rick Davidson, 12 Office Street

Mr. Fisher stated that Mr. Davidson (contractor) has resubmitted the drawings requested at last month's meeting and that Mr. Davidson is proposing to replace glass panels at M&T Bank, located at 12 Office Street. Since 12 Office Street is a designated property, HPC approval is required.

Ms. Lucas inquired about the materials for the windows. Mr. Davidson stated that M&T Bank has advised him to focus on the storefront currently, and the architecture of the windows on the side and rear of the building will be addressed at a later date. Mr. Davidson stated that M&T Bank is proposing glass replacement by installing insulated glass. Ms. Lucas inquired if the window structure would remain intact. Mr. Davidson stated that the current window structure would remain intact. Ms. Lucas inquired if the glass will be tinted. Mr. Davidson stated that the glass will be clear and that the bank may install new shades at some point. Mr. Edmeades advised that there are high-performance glass options with Low-E and also other clear glass options that perform much more efficiently than the glass currently in place. Mr. Davidson stated that M&T Bank will probably install a Low-E clear insulated glass.

Ms. Bearsch moved and Mr. Coale seconded the motion that the request submitted by Rick Davidson to replace glass panels on the property located at 12 Office Street be approved by the Historic Preservation Commission.

Further, this approval is based on the following findings of fact:

1. The replacement of the glass panels will improve the overall appearance of the property.
2. The replacement of the glass panels is compatible with the exterior design, scale, proportion, arrangement and materials of the existing structure.
3. The replacement of the glass panels is compatible with the Town of Bel Air Design Guidelines for Rehabilitation, Maintenance and New Construction.

The motion carried.

#### NEW BUSINESS

##### Review of Receipts for Tax Credit -- Steve & Karen Chizmar, 321 E. Broadway

Ms. Chizmar recused herself from this agenda item.

Mr. Fisher stated that Mr. and Mrs. Chizmar have submitted receipts for the replacement of tongue and groove decking on the front porch of their house located at 321 E. Broadway. The project cost was \$1,311.92. If approved by the HPC, the tax credit for the project would be \$131.00.

Ms. Hanna moved and Ms. Bearsch seconded the motion to accept the tax receipts submitted by Mr. and Mrs. Chizmar for a project completed at a cost of \$1,311.92 on the property located at 321 E. Broadway. Mr. and Mrs. Chizmar will be eligible for a \$131.00 tax credit.

The motion carried.

#### OTHER

##### Update on 2012 Christmas Ornament

Mr. Fisher stated that Kevin Small advised that it would be best to feature one building on the ornament this year and the other building on the ornament next year instead of depicting both Boyd & Fulford and Hirsch's Menswear together. Mr. Small is concerned that HPC could run out of subjects for ornaments in the near future and that the 2012 ornament will be too compressed if it depicts both buildings. Mr. Fisher stated that the manufacturer advised that the

ornament will not increase greatly in price if the ornament design is kept within the same framework. Ms. Lucas inquired about the reason for a price increase if the ornament will be the same size. Mr. Fisher stated that the additional details would increase the price.

Ms. Lucas stated that she agrees with some of the comments about placing more detail, such as shrubs and trees, in the foreground. Ms. Chizmar stated that past ornaments have been different from each other and inquired if this ornament could be made wider in order to include both buildings. Mr. Edmeades stated that both buildings depict the character of Main Street and that one building alone would not contain enough detail to stand alone on the ornament. Ms. Chizmar stated that it is important to memorialize the passing of two prominent citizens of Bel Air simultaneously as they both passed away this year. Mr. Payne stated that HPC no longer constrains the ornament subjects to designated properties, which opens up many possibilities for future ornament subjects.

Mr. Edmeades stated that Mr. Payne's original composite photograph that was spliced together is an excellent representation of the two buildings in reference to the scale of Hirsch's in comparison to Boyd & Fulford. Mr. Edmeades stated that the ornament needs to reinforce the streetscape because it is Main Street, and he feels the composite drawing of the ornament diminishes Boyd & Fulford too much in size. Mr. Edmeades stated that the composite drawing of the ornament does not contain the definition of the roof on Hirsch's. Mr. Fisher advised that the ornament design will need to go into production by next week in order for the ornaments to be available for sale by Thanksgiving. Mr. Edmeades inquired if Hirsch's could be scaled down in order to make Boyd & Fulford appear less diminished. Mr. Payne stated that there is a question of whether Hirsch's will lose details if it is scaled down. Mr. Edmeades stated that he would sacrifice some of the detail for the scale.

Mr. Edmeades provided a revised composite drawing of the ornament with adjustments made to the scale of Hirsch's. Ms. Lucas stated that the ornament should depict a flagpole in front of Boyd & Fulford on the right side to honor Mary Streett and Ms. Streett's practice of maintaining such a display. Mr. Payne stated that the original composite he provided did include some vegetation and a piece of a canopy. Mr. Edmeades stated that both canopies should be depicted in 3-D. Mr. Payne stated that the shelving should not be depicted in the ornament. Ms. Lucas stated that there were no muntins in the windows of Hirsch's. Ms. Chizmar inquired if different textures can be included to mimic a sidewalk because it looks as if Boyd & Fulford is floating. Mr. Payne stated that texture could possibly be added in the same plane as the frame.

The members agreed that it would be best to honor and memorialize the contributions of Mary Streett and David Cohen by depicting both Boyd & Fulford and Hirsch's Menswear on the 2012 ornament. The members agreed to leave the dates of the establishment of the two businesses off of the ornament and to include the year 2012 in the center of the ornament. Mr. Fisher stated that he will write a summary of the buildings on the lid of the box, but there will not be as much detail this year with two buildings being depicted. The members agreed that a flagpole should be included in front of Boyd & Fulford. The members agreed that the two canopies should be on a plane separate from the buildings behind. Mr. Payne stated that the canopy on Hirsch's should be corrected as there is no end panel and the glazing extends behind. Ms. Lucas stated that the muntins should be removed from behind Hirsch's window. The members agreed that sidewalk should be included instead of vegetation.

#### ADJOURNMENT

Ms. Bearsch moved and Ms. Hanna seconded the motion to adjourn the meeting at 6:50 p.m.

The motion carried.

---

Tim Coale, Vice Chair