

**Town of Elkton
Elkton Historic District Commission
May 31, 2017**

PRESENT: Paula Newton, Chair; Brian Morgan; Brittany Schwartz; Theresa C. Thomas, Assistant Planner; John Downs Esq., Legal Counsel

ABSENT: Jonathan Pugh; William Whiteman

Ms. Newton called the meeting to order at 6:00 PM and stated that this is a meeting of the Historic District Commission and that a quorum was present. She stated that the Commission operates under the authority granted it by the Town of Elkton. She further stated that the qualifications of the Commission members are on file with the Town of Elkton. The basis of the decisions of the Commission be consistent with the Town's Ordinances, they are on file with the Town of Elkton and are hereby made a part of the record of each and every action of the Commission at today's meeting. Each application heard today is considered on its own merits and is not to be considered as establishing a precedent for any other application.

Ms. Newton stated that the first item on the agenda was approval of the minutes from the April 26, 2017 meeting. She asked if any member had any corrections. She stated that she had corrections. She stated that on the second page she is referred to as Paula when it is usually Ms. Newton and should be changed for consistency and that the phrase was seconded by is repeated twice in the motion. She asked for a motion

MOTION: Ms. Schwartz made a motion to approve. Mr. Morgan seconded the motion and the motion passed unanimously.

Ms. Newton introduced the second item on the agenda.

Ms. Schwartz recused herself from the second item due to financial dealings with the applicant.

Request by Mr. John A. Palmer, Jr. of 321 Hermitage Drive to install an extension over the front entrance of his home.

Mr. Palmer introduced himself to the Commission and stated that he was there this evening to request approval to install a six (6') by eight (8') roof extension over the existing stoop to provide rain shelter. He stated that he would like to use cedar to complement the existing cedar shutters. He stated he believed the Commission had received photos of his proposal.

Ms. Newton asked if any of the Commission members had questions.

Discussion ensued regarding how the structure would tie in with the existing roof, clarification of the type of wood for the posts and the existing material on the exterior of the house.

Ms. Newton asked if there were any questions or comments from the audience. Hearing none, she asked for a motion.

MOTION: Mr. Morgan made a motion to approve the request as presented. Ms. Newton seconded the request. The motion passed unanimously.

Ms. Newton introduced the third item on the agenda.

Request by Mr. Larry Crouse for exterior renovations to 213 North Street, Elkton.

Mr. Crouse introduced himself to the Commission and stated he was here this evening to request approval for exterior renovations to 213 North Street. He stated that he would like approval for the following: 1) replace the rear and side windows with new energy efficient windows; 2) replace the existing front and rear doors with new energy efficient doors; and 3) install a new overhang over the rear entrance to match the overhang over the front entrance. He stated he believed the Commission members had photos of the existing building.

Ms. Newton asked if any of the Commission members had questions.

Discussion ensued regarding the condition of the existing windows and doors, the placement of the overhang over the rear entrance, clarification of the windows to be replaced and the type of replacement windows, replacement of missing shutters on the second floor, and the relocation of the existing awning over the rear entrance.

Mr. Crouse briefly outlined two (2) additional projects he would be working on that would need to request approval from the Commission.

Ms. Newton asked if he would be painting the ramp on his other building as he informed the Commission at a prior meeting.

Mr. Crouse stated that he would comply.

Ms. Newton asked if there were any questions or comments from the audience. Hearing none, she asked for a motion.

MOTION: Mr. Morgan made a motion to approve the request as presented. Ms. Schwartz seconded the motion. The motion passed unanimously.

New Business: Mr. Palmer asked if the Historical Society would be interested in signs he had discovered in the basement of Colonel Jewelers during a walk through.

Ms. Newton stated that, as the President of the Cecil County Historical Society, she felt they would gladly accept the donation.

Old Business: Mr. Downs updated the Commission on the status of 138 – 140 W. High Street.

Ms. Newton asked for a motion to adjourn.

MOTION: Mr. Morgan made a motion to adjourn. Ms. Schwartz seconded the motion the motion passed unanimously.

Meeting adjourned at 6:30 PM.