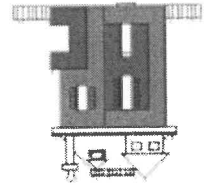


Historic Preservation Commission

Members:
Mr. Larry Jackson – Chairperson
Mr. Tim Hoffman - Secretary
Dr. Lincoln Wilkins, Jr.
Dr. Brian Plitnik
Mr. Justin T. Paulman
Mr. Nathan C. Williams
Ms. Lynda Lambert
Councilwoman: Laurie Marchini
Staff Liaison: Ruth Davis - Rogers, Historic Preservation Planner



AGENDA

Historic Preservation Commission
City Hall Council Chambers
December 11th, 2024, 4:00 P.M.

APPROVAL OF MINUTES

- Review and approval of Nov. 2024 meeting minutes

PUBLIC COMMENT

CERTIFICATE OF APPROPRIATENESS

Consent Agenda – these COA's received administrative approval

- 121 N. Centre St. COA24-000060 (signage)
Applicant: Community Cafe
- 107 S. Centre St. COA24-000061 (exterior paint)
Applicant: JoAnn Circosta

Regular Agenda – to be reviewed by HPC

- No items on the regular agenda this month

OTHER BUSINESS

- Approve recommendation, to be presented to the Mayor and City Council, for the consultant chosen to update the National Register listing of the City of Cumberland Downtown Historic District.

ANNOUNCEMENTS

ADJOURNMENT

MINUTES

HISTORIC PRESERVATION COMMISSION

November 13, 2024

The Cumberland and Historic Preservation Commission held its regular meeting on Wednesday September 18, 2024, within the Council Chambers of City Hall. Members present were, Mr. Larry Jackson, Councilwoman Laurie Marchini, Mr. Tim Hoffman, Mr. Brian Plitnik, Dr. Lincoln Wilkins, and via phone were Mr. Nathan Williams.

Others in attendance were, Ms. Ruth Davis-Rogers, Historic Preservation Planner/Grants Management and Ms. Chelsea Rexrode, Codes Technician. The applicant's present were Derek & Hilary Casazza, Rhonda Robinson, Greg Hendershot, Hadrian Zbarcea, and Scott Rieker. There were no media or citizens present.

Chairman, Mr. Larry Jackson, called the meeting to order. He read the following statement into the record: "The Cumberland and 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, archaeology, 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 and 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."

APPROVAL OF MINUTES

1. Minutes from October 2024 were approved as written. Mr. Tim Hoffman made the motion for approval and Councilwoman, Laurie Marchini, seconded the motion. All members were in favor. Motion approved.

PUBLIC COMMENTS

- None.

CONSENT AGENDA

- 171 N Centre St - COA24-000050 (façade improvements)
Applicant: Wes Bender

- 164 N Centre St - COA24-000051 (paint colors)
Applicant: Jason Wolford

- 61 Baltimore St - COA2424-000053 (sign replacement)
Applicant: Ed Mullaney

- 112 Baltimore St - COA24-000054 (repair of entryway brick)
Applicant: Allegany College

- 18 N Centre St - COA24-000058 (paintings)
Applicant: James Welsh

REGULAR AGENDA

1. 317 Washington St - COA24-000049 - Installation of a privacy fence
Applicant: Derek & Hilary Casazza

The Applicant is proposing to install a wooden privacy fence in the rear of their property. Pictures were shown to the Commission on what the privacy fence would look like. There will be a 4ft gate added to allow access to their basement. The fence will be approximately 132 ft long and 6ft high. This fence will be installed by "Overland Fence Company".

Mr. Tim Hoffman made the motion to approve COA24-000049. Mr. Nathan Williams seconded the motion. All members were in fa

2. 138 Baltimore St - COA24-000052 - Installation of sign
Applicant: Rhiannon Brown

Greg Hendershot spoke on behalf of this proposal. Applicant is wanting to install a hanging sign above the entry way approximately 4'X3'. This will match the decal that is currently on the front of the façade.

Councilwoman, Laurie Marchini, made the motion to approve COA24-000052. Mr. Tim Hoffman seconded the motion. All members were in favor. Motion approved.

3. 138 Baltimore St - COA24-000057 - Installation of sign

Mr. Larry Jackson read the approval statement: We have studied the application in all other relevant documents and presentation related to the for-mention cases COA24-000049, COA24-000050, COA24-000051, COA24-000052, COA24-000053, COA24-000054,

Mr. Tim Hoffman made a motion to approve COA24-000059 and Councilwoman, Laurie Marchini seconded the motion. All members were in favor. Motion approved.

Applicant is proposing to paint the building a shade of Gray and the window trim will be "Rave Red".

Applicant: George Zbarcea

6. 49 N Centre St - COA24-000059 - Painting building

Mr. Tim Hoffman made the motion to approve COA24-000056 and Councilwoman, Laurie Marchini seconded the motion. All members were in favor. Motion approved.

Applicant is proposing to install a 9 X 5 sign that includes the name of the Church. The sign will be made from Polywood. There will be 4 solar lights surrounding the sign to light it up at night. There will be LED post toppers added to the posts as well.

Applicant: Emmanuel Episcopal Church

5. 16 Washington St - COA24-000056 - Installation of sign

Dr. Lincoln Wilkins made the motion to approve COA24-000055 and Councilwoman, Laurie Marchini seconded the motion. All members were in favor. Motion approved.

Applicant presented the photos of what the signage would look like. The sign would have a gold background with the logo being green and "CBIZ" in blue lettering. This will also match the artwork that will be added at a later date.

Applicant: CBIZ

4. 44 Baltimore St - COA24-000055 - Installation of sign

Mr. Nathan Williams made the motion to approve COA24-000057 and Councilwoman, Laurie Marchini seconded the motion. All members were in favor. Motion approved.

Greg Hendershot spoke on behalf of this proposal. They are proposing to install at sign approximately 16 sq ft for the above business. This will be lighted by the existing gooseneck lighting.

Applicant: CG Enterprises for Boost Mobile

COA24-000055, COA24-000056, COA24-000057, COA24-000058, and COA24-000059. We find the properties on the approve Certificate of Appropriateness contribute to the Historic Districts where they are located and the proposed changes are consisted with guidelines and criteria found in the Historic Preservation District designed guidelines for Cumberland Maryland.

OTHER BUSINESS/STAFF UPDATES

- Baltimore St is having their Grand opening this week.
- There will be a continuing education class offered to all Commission Members
- There is possibility to add 2 more commissioners to the group
- There was a grant that was applied for and granted for a dig at the Emmanuel Episcopal Church. It will be 100% funded by the state and will take place next Summer.

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

ADJOURNMENT

Mr. Larry Jackson adjourned the meeting.

Respectfully,

Mr. Tim Hoffman, Secretary

Internal Routing Sheet

Permit or Review #: COA24-000060

Permit or Review Type: Certificate of Appropriateness

Project Location: 121 N CENTRE ST CUMBERLAND, MD 21502

Applicant Contact Information: Name: Cumberland Community Cafe Inc.

Address:

127 N. Centre Street

City/State/Zip: Cumberland MD 21502

Phone:

(814) 715-1681

Email:

infocommunitycafe@gmail.com

Contractor Contact Information: Company Name: Cumberland Community Cafe Inc.

Contact:

Allison Peters

Address:

127 N. Centre Street

City/State/Zip:

Cumberland MD 21502

Phone:

(814) 715-1681

Email:

infocommunitycafe@gmail.com

Date of

11/06/2024

Application:

Work Description: (narrative box)

Facade Signage

Amount Paid: 30.00

Amount Due: 0.00



Department of Community Development • 57 N. Liberty Street • Cumberland, MD 21502 • www.cumberlandmd.gov
Ruth Davis Rogers, Historic Preservation Planner • 301-759-6431 • ruth.davis-rogers@cumberlandmd.gov

☐ Administrative Review ☐ HP Commission Review

CERTIFICATE OF APPROPRIATENESS PERMIT APPLICATION AND/OR REQUEST FOR CHANGE AMENDMENT RELATED TO AN EARLIER COA (WITHIN 2 YEARS)

This application is required for all exterior work on properties that are located within the Canal Place Preservation District (Cumberland's locally zoned historic district). The application will be reviewed by the Historic Preservation Commission. Examples include additions, alterations, awnings, roofs, doors, painting, porches, fences, siding, signage, window replacement, demolition, and new construction. Please note that you do not need to separately submit this form if you are entering your request through the City of Cumberland's Online Permit Portal - accessed at www.ci.cumberland.md.us/150/Community-Development if you do not already have a portal account, you will need to create one and then please use the same account for any future permit/review applications, rental licenses, and pavilion reservations.

Project Address: 121/127 N. Centre Street, Cumberland
Tax ID # 14 - 005285
The Tax ID # can be found on your tax bill or by visiting www.dat.state.md.us/RealProperty/RealPropertySearch. If you are using the permit portal, you may use the search function to select your property account number. When construction is being done and several property account numbers are involved, permit must be entered under the account of the main structure referencing other accounts (or a separate permit will be required per each property of record).

COA # 24-00060
RCA #

Application Date 11/5/2024

Applicant Name Alison Peters Phone 814-715-1681

Applicant Address (if different than project address) 327 Fisher Drive, Cumberland, MD 21502

Fax Email revalisonpeters@gmail.com

Contractor Name (if applicable) Commercial Press Phone (301) 777-0570

Contractor Address 109 S George St #2, Cumberland, MD 21502 Email

Summarized Description of Project (please add extra pages, if needed) Adding window signs to the cafe -

front windows and side entrance will have our logo, information about accessible entrance, and our motto.

Attach a full written scope of work

Use reverse side or attach additional pages, if needed →

Attach photographs of the site and structure

As it pertains to the application/project scope of work, include the following and consult with HPC staff if you require assistance (please note that all of the following might not pertain to your application):

- Facade Elevations
- Sample of Proposed Materials
- Scaled Drawings
- Digital Renderings, when available
- Color Scheme/Paint Chips
- Manufacturer's Cut-Sheets or Product Specifications

Provide one (1) complete original copy of all supplementary materials (in hardcopy if applying in person; upload digitally if using the portal).

Pay a non-refundable Certificate of Appropriateness review fee of \$30.00 - payable at time of application either in person or online.

Apply for any relevant Building, Sign, and Occupancy Permits through the City (fees apply)

The HPC meets the second Wednesday of each month and complete applications are due the first Wednesday of each month before 4:00 p.m. You (or a representative) are required to attend the meeting scheduled for your COA review. Preservation Guidelines can be found on the City of Cumberland website at www.cumberlandmd.gov. Navigate to Historic Preservation Commission and then to Revised Guidelines.

To apply online go to citizenserve.com/Cumberland

An HPC brochure is available

Do not begin work until written approval is received from HPC Staff, and, if the project requires additional building, sign, or occupancy permits, all applicable permits must also have been applied for separately and then approved by the Code Compliance Manager or designated representative.



Fwd: Quote for Project - Community Cafe

Sun, Nov 3, 2024 at 8:54 AM

Alison Peters <revalisonpeters@gmail.com>
To: Ruth Davis-Rogers <ruth.davis-rogers@cumberlandmd.gov>

Here is the quote from Commercial Press for our signage (\$399)

I know we will need formal Historic Committee approval on the design, but I'm hoping the grant can help us out!

-Alison

-----Forwarded message-----
From: **Randy Haines** <caprp@commercialpresscompany.com>
Date: Fri, Nov 1, 2024 at 11:06AM
Subject: Fwd: Quote for Project - Community Cafe
To: revalisonpeters@gmail.com

Alison,
Here is the quote that I sent to her. Let me know if this is what you were seeking or if you need anything else.
Thanks,
Randy

----- Original Message -----
> From: Randy Haines <caprp@commercialpresscompany.com>
> To: Katie Stone <katie@gogreenb.org>
> Date: 07/18/2024 9:56 AM EDT
> Subject: Re: Quote for Project - Community Cafe

> Katie,
> This is a follow up to a voice mail message that I left for you yesterday. The price to print and install everything would be a total of \$399. I added the installation because it may be easier for us to put up the lettering than to have you do it.
> Thanks,
> Randy
> On 07/17/2024 9:14 AM EDT Katie Stone <katie@gogreenb.org> wrote:

> Hello,

> Thanks again for the support!

> 121(right side) BOTH windows are 58"W and 76"H

> seeking text to cover roughly 36'x36' of space

> 127(left side) side BOTH windows are 67"W and 76"H

> seeking circle logo at 36'x36', and text to cover roughly 40'x40' of space (including the arrow)

> 3 circle logos at roughly 12'x12' for doors (additional image shows final door)

> Katie Stone
> Founder, Green B Collaborative

> > CONFIDENTIALITY NOTICE: The contents of this email message and any attachments are intended solely for the



Cafe Facade Budget

Facade prints and installation (Commercial Press) - \$399
Historic Application Fee - \$30

Total budget \$429

Project Timeline

Application to Historic Preservation Commission - 11/5
Estimated Approval from Commission - 11/13
Order from Commercial Press - 11/14
Install Completed by end of November



A place
for all

A place
of plenty

Accessible
Entrance



NICKEL BUILDING

Internal Routing Sheet

Permit or Review #: COA24-000061

Permit or Review Type: Certificate of Appropriateness

Project Location: 107 S CENTRE ST CUMBERLAND, MD 21502

Applicant Contact Information: Name: JoAnn Circosta
Address: 107 S Centre St
City/State/Zip: Cumberland MD 21502
Phone: (502) 797-0881
Email: jcircosta08@gmail.com

Contractor Contact Information: Company Name: JoAnn Circosta
Contact: JoAnn Circosta
Address: 107 S Centre St
City/State/Zip: Cumberland MD 21502
Phone: (502) 797-0881
Email: jcircosta08@gmail.com

Date of Application: 11/13/2024

Work Description: (narrative box)

Paint front door a contrasting color, as enhancement using typical outdoor high quality latex paint.

Amount Paid: 30.00
Amount Due: 0.00

Permit Number: COA24-000061

Approval Date: 11/20/2024

Certificate of Appropriateness Permit

Permit issued as per plans and subject to all applicable Preservations Guidelines, City Codes and regulations.

Project Location: 107 S CENTRE ST 04031601 JO ANN CIRCOSTA REVOCABLE TRUST	Owner: 107 S CENTRE ST 04031601 JO ANN CIRCOSTA TRUST
Applicant: JoAnn CIRCOSTA 107 S Centre St Cumberland MD 21502 (502) 797-0881 jcircosta08@gmail.com Email:	Contractor: 107 S Centre St Cumberland MD 21502 (502) 797-0881 jcircosta08@gmail.com Email:
MD Prop. #: 11/13/2024	Date applied: 11/13/2024
Work expected to begin: 11/20/2024	
Quantity 1.00Certificate of Appropriateness Review Fee	Description MD Master Plumber License #:
Amount 30.00	Total Cost 30.00

Project Description:
Paint front door a contrasting color, as enhancement using typical outdoor high quality latex paint.

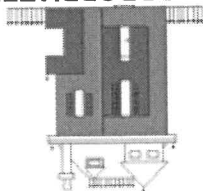
Administrative approval by Ruth Davis - Rogers, Historic Preservation Planner



Signature / Date

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 hereby expires six months following the file date if no action is taken to start specified work. Also, this application will expire six months following the file date if the applicant fails to provide additional information as requested by the HPC or its staff in order for the Commission to render a decision. The application is active for two years.

Signature



CERTIFICATE OF APPROPRIATENESS DECISION

Certificate of Appropriateness #COA24-000061
Agenda Item: COA24-000061
Project Address: 107 S CENTRE ST
Meeting Date: 11/20/2024
Property Number: 04031601

Issued

JoAnn Circosta
107 S Centre St
Cumberland, MD 21502

Dear Applicant:

The Historic Preservation Commission of the City of Cumberland on the above date, considered the application for construction at the above address as follows:

Exterior improvements are to include: Paint front door a contrasting color, as enhancement using typical outdoor high quality latex paint.

The application was:

Issued

APPROVED with the following conditions: Administrative Approval by Ruth Davis - Rogers, Historic Preservation Planner

Sincerely,

Ruth Davis-Rogers

Cc:Planning and Zoning
COA File

NOTE: Please note that the approval listed above only constitutes the approval of the Historic Preservation Commission. You must still ensure that all other permits associated with this project, if required, have been applied for and approved by the Building and Zoning Officer.
EXPIRATION OF CERTIFICATES OF APPROPRIATENESS: This application hereby expires six months following the file date if no action is taken to start specified work. Also, the application will expire six months following the file date if the applicant fails to provide additional information as requested by the HPC or its staff in order for the Commission to render a decision.



CERTIFICATE OF APPROPRIATENESS PERMIT APPLICATION AND/OR REQUEST FOR CHANGE AMENDMENT RELATED TO AN EARLIER COA (WITHIN 2 YEARS)

This application is required for all exterior work on properties that are located within the Canal Place Preservation District (Cumberland's locally zoned historic district). The application will be reviewed by the Historic Preservation Commission. Examples include additions, alterations, awnings, roofs, doors, porches, fences, siding, signage, window replacement, demolition, and new construction. Please note that you do not need to separately submit this form if you are entering your request through the City of Cumberland's Online Permit Portal - accessed at www.ci.cumberland.md.us/150/Community-Development If you do not already have a portal account, you will need to create one and then please use the same account for any future permit/review applications, rental licenses, and pavilion reservations.

Project Address: 107 S. Centre St. Cumberland Tax ID # 07-031601

The Tax ID # can be found on your tax bill or by visiting www.dat.state.md.us/RealPropertySearch. If you are using the permit portal, you may use the search function to select your property account number. When construction is being done and several property account numbers are involved, permit must be entered under the account of the main structure referencing other accounts (or a separate permit will be required per each property of record).

COA # 24-000061
RCA #

Application Date 11/2/2024 Applicant Name Jo Ann Circostra Phone 502.797.0881

Applicant Address (if different than project address) _____
Fax _____ Email jcircostra@80@gmail.com Contractor Name (if applicable) None Phone 502.797.0881

Contractor Address _____ Email _____
Summarized Description of Project (please add extra pages, if needed) Paint front door a

contrasting color, no oil base cement not a typical outdoor
high quality latex paint. Plan to paint the door myself.
Attach a full written scope of work _____
Attach photographs of the site and structure _____

As it pertains to the application/project scope of work, include the following and consult with HPC staff if you require assistance (please note that all of the following might not pertain to your application):

- Facade Elevations
- Sample of Proposed Materials
- Scaled Drawings
- Digital Renderings, when available
- Color Scheme/Paint Chips
- Manufacturer's Cut-Sheets or Product Specifications

Provide one (1) complete original copy of all supplementary materials (in hardcopy if applying in person; upload digitally if using the portal).

Pay a non-refundable Certificate of Appropriateness review fee of \$30.00 - payable at time of application either in person or online.

Apply for any relevant Building, Sign, and Occupancy Permits through the City (fees apply)

The HPC meets the second Wednesday of each month and complete applications are due the first Wednesday of each month before 4:00 p.m. You (or a representative) are required to attend the meeting scheduled for your COA review. Preservation Guidelines can be found on the City of Cumberland website at www.cumberlandmd.gov. Navigate to Historic Preservation Commission and then to Revised Guidelines.

To apply online go to citizenserve.com/Cumberland

An HPC brochure is available

Do not begin work until written approval is received from HPC Staff, and, if the project requires additional building, sign, or occupancy permits, all applicable permits must also have been applied for separately and then approved by the Code Compliance Manager or designated representative.

From: Jo Ann Circosta joanncircosta@icloud.com
Subject: Door
Date: November 12, 2024 at 2:50 PM
To: James L. Baker bakertraded31@gmail.com





Sent from my iPhone