

FEBRUARY 24, 2011

The regular meeting of the Historic Preservation Commission was called to order on Thursday, February 24, 2011 at 6:00 p.m. at Town Hall, 39 North Hickory Avenue, Bel Air, Maryland.

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

IN ATTENDANCE: Robert Fisher, Town Planner
Ed Hopkins, Town Commissioner
Mr. and Mrs. Bill Kelly
Mrs. Deborah Cassilly
Mrs. Robert Kahoe
Catherine Owsianiecki, Recording Secretary

Approval of Minutes

Ms. Hanna moved and Ms. Chizmar seconded the motion to approve the minutes of the October 28, 2010 meeting.

The motion carried.

Election of Chair and Vice Chair for 2011

Ms. Bearsch moved and Ms. Chizmar seconded the motion to re-elect Mr. Payne as Chair of the Historic Preservation Commission for 2011.

The motion carried.

Ms. Bearsch moved and Ms. Hanna seconded the motion to elect Peg Lucas as Vice Chair of the Historic Preservation Commission for 2011.

The motion carried.

Tax Credit Review – Bill Kelly, 54 E. Gordon Street

Mr. Fisher stated that Mr. and Mrs. Kelly have submitted revised receipts in the amount of \$285,136.54 for the renovation of 54 E. Gordon Street. Mr. Fisher stated that the tax credit that Mr. and Mrs. Kelly would receive upon approval of the submitted receipts would be \$28,513.00, which represents 10 percent of the project cost.

Ms. Hanna moved and Ms. Bearsch seconded the motion that the tax credit application for 54 E. Gordon Street in the amount of \$28,513.00 be approved.

The motion carried.

HA Review – Bill Kelly, 54 E. Gordon Street

Mr. Fisher stated that Mr. and Mrs. Kelly are requesting approval to place an eight (8) square foot freestanding business sign on the property at 54 E. Gordon Street.

Ms. Chizmar inquired if the sign meets the Town of Bel Air's regulation for signage. Mr. Fisher stated that the sign does meet all regulations.

Ms. Chizmar moved and Ms. Bearsch seconded the motion that the request by Bill Kelly for the placement of a freestanding sign on the property located at 54 E. Gordon Street be approved by the Bel Air Historic Preservation Commission.

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

1. The sign will improve the overall appearance of the property.

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

The motion carried.

HA Review and Tax Credit Review – Robert and Deborah Cassilly, 112 E. Broadway

Mr. Fisher stated that Robert and Deborah Cassilly have completed roof repairs to their property at 112 E. Broadway and have submitted receipts in the amount of \$25,275.00. Mr. Fisher stated that Mr. and Mrs. Cassilly are requesting approval of that work and a tax credit in the amount of \$2,527.00, which represents 10 percent of the project cost.

Mr. Payne inquired if the photos presented show the building after the work was completed. Mrs. Cassilly stated that the photos show the building both before and after the work was completed.

Ms. Hanna moved and Ms. Bearsch seconded the motion that the request by Robert and Deborah Cassilly for roof repairs on the property located at 112 E. Broadway be approved by the Bel Air Historic Preservation Commission.

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

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

The motion carried.

Mr. Hanna moved and Ms. Bearsch seconded the motion to approve the tax credit application for 112 E. Broadway in the amount of \$2,527.00 be approved.

The motion carried.

Tax Credit Review – Robert Kahoe, Jr., 108 W. Gordon Street

Mr. Fisher stated that Mr. Kahoe has submitted a request for a tax credit for completed repairs on storm-damaged gutters, downspouts and skylights on the property of 108 W. Gordon Street. Mr. Fisher stated that Mr. Kahoe has submitted receipts in the amount of \$5,665.00. If approved, the tax credit would be \$566.00, which represents 10 percent of the project cost.

Ms. Hanna moved and Ms. Bearsch seconded the motion that the tax credit application for 108 W. Gordon Street in the amount of \$566.00 be approved.

The motion carried.

HA Review – Robert Kahoe, Jr., 108 W. Gordon Street

Mr. Fisher stated that Mr. Kahoe is proposing to replace three (3) storm windows and add a fourth storm window to the property at 108 W. Gordon Street. Mr. Fisher stated that the estimated cost for the four (4) storm windows is \$1,635.00.

Ms. Chizmar inquired about the material of the new storm windows. Mrs. Kahoe stated that the metal on the old windows is gray and the metal on the new windows is white. Ms. Chizmar inquired if the proposed new windows are already installed on the rest of the house. Mrs. Kahoe stated that they are not but that the new windows are the same style as the windows on the rest of the house.

Ms. Bearsch moved and Ms. Hanna seconded the motion that the request submitted by Robert Kahoe, Jr. for the replacement of three (3) existing storm windows and the addition of a fourth storm window on the house 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 renovations will improve the overall appearance of the property.
2. The renovations are compatible with the exterior design, scale, proportion arrangement and materials of the existing structure.
3. The renovations are compatible with the Town of Bel Air Design Guidelines for Rehabilitation, Maintenance and New Construction.

The motion carried.

Tax Credit Review – Susan Groseclose, 315 Webster Street

Mr. Fisher stated that Ms. Groseclose is requesting a tax credit for the completed replacement of shed doors. Mr. Fisher stated that Ms. Groseclose has submitted receipts in the amount of \$850.00. If approved, the tax credit would be \$85.00, which represents 10 percent of the project cost.

Ms. Hanna moved and Ms. Bearsch seconded the motion that the tax credit application for 315 Webster Street be approved.

The motion carried.

Annual Historic Preservation Poster Contest

Mr. Fisher stated that he has received confirmation that three of the four Bel Air elementary schools will again participate in the Annual Historic Preservation Poster Contest. Mr. Fisher stated that he has not heard from St. Margaret's. Mr. Fisher stated that the posters will be judged at the April HPC meeting and that savings bonds will be awarded to the three (3) winners. Mr. Fisher stated that two (2) honorable mentions will be chosen from each of the participating schools and that these honorable mentions will be awarded restaurant gift certificates. Mr. Fisher inquired if any of the HPC members would like their businesses to donate any of the six (6) restaurant gift certificates in the amount of \$20.00. Ms. Bearsch and Ms. Hanna each agreed to donate three (3) of the restaurant gift certificates.

Ms. Chizmar inquired if People's Bank will donate the savings bonds. Mr. Fisher stated that People's Bank will be donating the savings bonds and will likely have a representative at the awards. Ms. Chizmar inquired about the date and time of the awards. Mr. Fisher stated that the awards will be given on May 16th at the Town Commissioners meeting. Mr. Fisher stated that the HPC Chair traditionally says a few words at the awards and if he is unavailable, the Vice Chair should speak. Mr. Fisher stated that the reception will take place at Rockfield Manor immediately after the awards presentation. Ms. Hanna inquired about the time of the Town Meeting. Mr. Fisher stated that the Town Meeting takes place at 7:30 p.m. and that everyone usually leaves for Rockfield Manor by 8:00 p.m. Ms. Chizmar suggested that the HPC extend an invitation to the reception at Rockfield Manor to the Town Commissioners.

Adjournment

Ms. Bearsch moved and Mr. Payne seconded the motion to adjourn the meeting at 6:20 p.m.

The motion carried.

Laura Bearsch, Vice Chair

April 28, 2011

The regular meeting of the Historic Preservation Commission was called to order on Thursday, April 28, 2011 at 6:00 p.m. at Town Hall, 39 North Hickory Avenue, Bel Air, Maryland.

MEMBERS PRESENT: Brian Payne, Chair
Peg Lucas, Vice Chair
Laura Bearsch
Karen Chizmar
Tim Coale

IN ATTENDANCE: Robert Fisher, Town Planner
Kevin Small, Director of Planning
Catherine Owsianiecki, Recording Secretary

Approval of Minutes

Ms. Bearsch moved and Ms. Chizmar seconded the motion to approve the minutes of the February 24, 2011 meeting.

The motion carried.

Review of Entries for Annual Poster Contest

Mr. Fisher stated that entries were received from three elementary schools for the Annual Poster Contest. Mr. Fisher stated that three overall winners will be chosen, as well as two honorable mentions from each participating school. The three overall winners will receive a savings bond, while the honorable mention winners will receive a gift certificate to a local restaurant. The winners will be presented with their awards at the May 16, 2011 meeting of the Town Commissioners.

Poster Contest Winners

First Place

- Spencer T. Nattans, Harford Day School
Drawing: Wren Box

Second Place

- Ryan Greezicki, Homestead/Wakefield Elementary School
Drawing: Bel Air Armory

Third Place

- Jessica Mills, Homestead/Wakefield Elementary School
Drawing: St. Margaret's Chapel

Honorable Mention – Bel Air Elementary School

- Caleb Sudbrink
Drawing: Odd Fellows Hall
- Christian Perry
Drawing: Hays House

Honorable Mention – Homestead/Wakefield Elementary School

- Amy Pham
Drawing: Bel Air Armory
- Lizzie Gutridge

Drawing: Boyd and Fulford Drug Store

Honorable Mention – Harford Day School

- Rebecca Cox
Drawing: Harford County Courthouse
- Ross Mace
Drawing: Emmanuel Episcopal Church

Adjournment

Ms. Lucas moved and Ms. Bearsch seconded the motion to adjourn the meeting at 6:40 p.m.

The motion carried.

Peg Lucas, Vice Chair

June 23, 2011

The regular meeting of the Historic Preservation Commission was called to order on Thursday, June 23, 2011 at 6:00 p.m. at Town Hall, 39 North Hickory Avenue, Bel Air, Maryland.

MEMBERS PRESENT: Brian Payne, Chair
 Peg Lucas, Vice Chair
 Karen Chizmar
 Jennifer Mainster Hanna

IN ATTENDANCE: Robert Fisher, Town Planner
 Peter and Sandra Schlehr
 Catherine Owsianiecki, Recording Secretary

Approval of Minutes

Ms. Lucas moved and Ms. Hanna seconded the motion to approve the minutes of the April 28, 2011 meeting.

The motion carried.

NEW BUSINESS

Tax Credit Review of Receipts – Peter and Sandra Schlehr, 327 East Broadway

Mr. Fisher stated that Mr. and Mrs. Schlehr have submitted receipts for the work completed on their home located at 327 East Broadway. He stated that the work consisted of renovation and a small addition to the existing house. Receipts in the amount of \$32,482.00 were submitted. The tax credit available upon approval by HPC would be \$3,248.00, which represents 10% of the project cost. Mr. Fisher stated that some of the receipts submitted were for interior renovations, which may not be counted toward the dollar amount for the tax credit.

Mr. Payne stated that some of the receipts submitted pertain to interior work and that HPC only has purview over exterior renovations. Mr. Payne recommended that Mr. and Mrs. Schlehr itemize the costs of interior and exterior renovations in order for HPC to determine the total amount of exterior renovation costs. Mr. Payne stated that block shale for the foundation, exterior walls and the roof would qualify as exterior costs while sheet rock and counters should not be included. Mr. Fisher stated that the masonry and carpentry work were itemized out in the amount of \$15,750.00. Mr. Payne stated that Mr. and Mrs. Schlehr probably had additional costs due to the roof, materials and labor. Mr. Schlehr stated that an abundance of receipts were submitted due to the contractor's need to replenish materials such as nails and tape. Mr. Schlehr stated that the meter on the property also needed to be moved at a cost of \$345.00. Ms. Lucas recommended that Mr. and Mrs. Schlehr resubmit receipts for all exterior work only and that HPC can base the

tax credit on that dollar amount. Mr. Payne stated that it would be to Mr. and Mrs. Schlehr's advantage to itemize all interior and exterior work. Ms. Lucas stated that the receipts submitted in the amount of \$15,750.00 for masonry and carpentry is only a portion of what was actually spent on the exterior and that labor could also be included in the dollar amount for exterior work.

Mr. Schlehr inquired if he will still be able to receive this year's tax credit if he itemized the interior and exterior work and came back before HPC at a later date. Mr. Fisher stated that he spoke with Lisa Moody and that Mr. and Mrs. Schlehr have until August or September in order to receive this year's tax credit. Ms. Chizmar stated that Mr. and Mrs. Schlehr will receive this year's tax credit because the Tax Credit Review was submitted before July 1. Mr. Schlehr stated that he will itemize the interior and exterior work and return the receipts to Mr. Fisher tomorrow.

Mr. Payne stated that HPC will need to reconvene in July to approve Mr. and Mrs. Schlehr's tax credit request. Ms. Chizmar stated that HPC can call a special meeting. Mr. Payne stated that it will be difficult for him to make it to any special meetings after today's date. Ms. Hanna stated that it will be best to reach her by email in order to approve the Tax Credit Review. Mr. Fisher said he will e-mail HPC members with the new tax credit numbers after he meets with Mr. Schlehr.

Ms. Lucas moved and Ms. Hanna seconded the motion to approve the submission of receipts for a tax credit for the work completed on the property of Peter and Sandra Schlehr located at 327 East Broadway, subject to a review of the final tabulation for exterior work, materials and labor.

The motion carried.

Mr. Payne stated that the work completed on Mr. and Mrs. Schlehr's property is considered new construction and would be eligible for a 5% tax credit, not a 10% tax credit, according to the Town's regulations. Mr. Schlehr inquired how the work completed is different from the porch. Ms. Chizmar stated that the porch was existing and an extension was added. Mr. Payne read the Town Regulation as follows: There shall be allowed a tax credit on the Town real property taxes based upon the amount expended by an owner/taxpayer for new construction adjacent to an architecture compatible with any structure having historic or architectural value, which is located within any historic district and/or a site designated by the Historic Preservation Commission. The tax credit shall be in the amount equal to 5% of the owner's expense of the cost of construction of the architecturally compatible new structure as indicated, preferably properly documented receipts. Mr. Payne stated that the section before this regulation states that tax credits are not eligible for expenses related to the interior of the structure, which are not subject to the jurisdiction of HPC. Mrs. Schlehr inquired how the Town defines the term "adjacent." Mr. Payne stated that the Town defines "adjacent" as next to or adjoining. Mr. Payne stated that the 10% tax credit also specifically identifies the owner's expenses for restoration and preservation. He stated that an addition is not restoration or preservation. Mr. Schlehr inquired about the location of the regulation regarding new construction. Mr. Payne stated that the regulation is Ordinance #662-03. He stated that Section A pertains to restoration and preservation while Section B pertains to new construction.

Discussion of 2011 Christmas Ornament

Mr. Fisher inquired if the members would like to depict St. Margaret's Chapel on this year's Christmas ornament or if the members had any other suggestions. He stated that he will need to submit a photo to the designer soon. Ms. Chizmar stated that she spoke to the pastor at St. Margaret's and to Jane Dean, the former principal of St. Margaret's School, and that neither had any issue with the depiction of St. Margaret's Chapel on the Christmas ornament. Mr. Fisher stated that he will send some photographs of St. Margaret's Chapel to the designer. Ms. Lucas stated that St. Margaret's Chapel has a side handicapped entrance, which she would prefer not to be shown on the

ornament. Ms. Chizmar stated that the east side of the chapel is the more interesting elevation because it has an addition on it.

Mr. Payne stated that the porch of the chapel would be one level, the main floor would be a second level and the bell tower would be a third level.

Ms. Chizmar inquired about the number of ornaments the HPC has completed. Mr. Fisher stated that the HPC has commissioned approximately 12 ornaments. Ms. Chizmar inquired what HPC would do if the members cannot think of any other building besides St. Margaret's Chapel. Mr. Fisher stated that Rockfield Manor would be a possibility. Mr. Payne stated that a new version of the Courthouse, which was one of the most popular ornaments, could be issued. Ms. Lucas stated that the Courthouse ornament sold out and more had to be ordered. Ms. Chizmar suggested that Odd Fellows Hall be considered for a future ornament. Mr. Payne suggested that lost historic buildings in Bel Air also could be considered for future ornaments.

Ms. Chizmar inquired if HPC had Christmas cards this year. Mr. Fisher stated that HPC has not done Christmas cards for the last couple of years.

ADJOURNMENT

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

Peg Lucas, Vice Chair

September 15, 2011

The regular meeting of the Historic Preservation Commission was called to order on Thursday, September 15, 2011 at 6:00 p.m. at Town Hall, 39 N. Hickory Avenue, Bel Air, Maryland.

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

IN ATTENDANCE: Robert Fisher, Town Planner
 Susan Groseclose
 Catherine Owsianiecki, Recording Secretary

Approval of Minutes

Ms. Lucas moved and Ms. Hanna seconded the motion to approve the minutes of the June 23, 2011 meeting as amended with the following correction under the Tax Credit Review –Peter and Sandra Schlehr, 327 East Broadway heading:

- paragraph 2: "Mr. Payne stated that block shale for the foundation, exterior walls and the roof would qualify as exterior costs while sheet rock and counters should not be included."

The motion carried.

NEW BUSINESS

HA Review – Susan Groseclose, 315 Webster Street

Mr. Fisher stated that Susan Groseclose is requesting approval to install a new gutter system on her property located at 315 Webster Street and that Ms. Groseclose has provided the members with material describing the appearance of the new gutters.

Ms. Lucas inquired about the type of gutters existing on the property. Ms. Groseclose stated that the existing gutters are half-round. Ms. Lucas inquired about the material type of the existing gutters. Ms. Groseclose stated that the existing gutters are metal and that they are painted white. Ms. Lucas inquired if the existing gutters are copper. Ms. Groseclose stated that the existing gutters are not copper.

Ms. Chizmar inquired if everything is in order for Town purposes. Mr. Fisher stated that everything is in order.

Ms. Hanna stated that the staff report should be corrected to report that the gutters are 5" K-style gutters, not 6" K-style gutters.

Mr. Coale inquired if the proposed installation of 5" K-style gutters would not be in compliance with the current HPC mandate, which requires that materials installed be from the era in which the house was built. Mr. Coale stated that half-round gutters were used when the house was originally built. Mr. Edmeades inquired if Ms. Groseclose investigated replacing the existing gutters with half-round gutters. Ms. Groseclose stated that she needs a leaf filtration system that would keep out pine needles as there are many trees around the property. Ms. Groseclose stated that the gutters are continually being stopped up and that she needs a leaf filtration system that is more maintenance-free. Ms. Groseclose stated that she chose the 5" K-style gutter system because it does not stick up like many other leaf filtration systems, it doesn't interfere with the shingles and it also has a lifetime warranty. Ms. Groseclose stated that she had tried installing mesh herself, but it did not go under the shingles and did not prevent needles from going into the gutters. Ms. Lucas inquired if Ms. Groseclose was unable to find a half-round gutter that had a leaf protection system. Ms. Groseclose stated that she was unable to find a half-round gutter with a leaf protection system. Ms. Hanna stated that she has found it very difficult to find any kind of replica historic gutter that would also provide convenience and safety for her own historic property. Ms. Lucas stated that she can appreciate that clogged gutters will also make it difficult to keep the basement dry. Ms. Groseclose stated that she has been getting water in her basement and that water also has been coming down and seeping into the foundation.

Mr. Payne inquired if the existing downspouts are round. Ms. Groseclose stated that they are round. Mr. Payne inquired if the existing downspouts will be replaced with round downspouts. Ms. Groseclose stated that the existing round downspouts will not be replaced; they will be kept in place.

Ms. Lucas inquired if the new gutters will be the same color as the existing gutters. Ms. Groseclose stated that the new gutters will be the same color as the existing gutters.

Mr. Coale stated that he did online research and found that half-round gutters are more expensive by a sizeable amount; however, the half-round gutters do last longer and are less prone to rust. Mr. Coale stated that the 5" K-style gutters are more prone to rust due to the nooks and crannies within them.

Ms. Chizmar stated that the 5" K-style gutters do not impact the architecture of the property as much as a door, railing or pillars would. Ms. Chizmar stated that the 5" K-style gutters would be preserving the integrity of the property in terms of maintenance and that reconnecting to the round downspouts is a good visual. Ms. Chizmar stated that HPC has approved other contemporary items in the past that can be removed, such as storm doors.

Ms. Hanna moved and Ms. Chizmar seconded the motion that the request submitted by Susan Groseclose for the replacement of half-round rain gutters with 5" K-style gutters with leaf filter gutter protector for the property located at 315 Webster Street be approved by the Bel Air Historic Preservation Commission.

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

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

Ayes: Mr. Payne, Ms. Lucas, Ms. Chizmar, Ms. Hanna, Mr. Edmeades, Ms. Bearsch

Nays: Mr. Coale

The motion carried.

Tax Credit Review – Susan Groseclose, 315 Webster Street

Ms. Hanna moved and Ms. Lucas seconded the motion to approve the tax credit request for the replacement of the half-round rain gutters with 5" K-style gutters with leaf filter gutter protector on the property located at 315 Webster Street for an estimated cost of \$3,400.00. Ms. Groseclose will be eligible for a \$340.00 tax credit upon completion of the project and submittal of receipts to HPC.

Ayes: Mr. Payne, Ms. Lucas, Ms. Chizmar, Ms. Hanna, Mr. Edmeades, Ms. Bearsch

Nays: Mr. Coale

The motion carried.

Discussion of 2011 Christmas Ornament

Mr. Fisher stated that he has provided a sheet depicting the revised 2011 Christmas ornament. Mr. Fisher stated that the ornament was revised based primarily on comments provided by Ms. Lucas regarding the first prototype. Mr. Fisher stated that he should receive the second prototype next week and will keep it at the office for approximately one week in order for the members to view prior to placing the order with the manufacturer. Ms. Lucas stated that she had commented on the stark black color of the roof and questioned if that was the best presentation of St. Margaret Chapel, as the slate roof actually appears to be gray when the sun hits it. Ms. Lucas stated that one of the bushes appeared overpowering as well. Ms. Lucas stated that another comment that came up in discussion was in regard to photos showing the stone foundation and how it would be difficult to depict the stone foundation with bushes in front of it. Mr. Fisher stated that the manufacturer did address all the comments.

Mr. Fisher stated that he spoke with the Director of Planning, Kevin Small, about raising the price of the Christmas ornament. Mr. Fisher stated that comparable ornaments throughout the region are priced from \$15-\$22 each. Mr. Fisher inquired if the members are in favor of raising the price of the Christmas ornament to \$15. Ms. Lucas stated that she would like the price to remain \$10. Ms. Bearsch inquired if HPC has been losing money on the ornaments. Mr. Fisher stated that HPC was losing money on the ornaments until the Bel Air High School ornament went up for sale. Ms. Chizmar inquired if HPC usually makes \$2.80 on each ornament. Mr. Fisher stated that HPC earns less than that per ornament due to an increase in manufacturing costs. Mr. Fisher stated that Mr. Small suggested that the profits accrued from raising the price of the ornament could be used for a special project after a few years. Ms. Chizmar inquired how many ornaments are ordered each year. Mr. Fisher stated that the minimum required order is 250 ornaments. Ms. Chizmar inquired if HPC loses money when the majority of the ornaments are not sold each year. Mr. Fisher stated that

is correct. Ms. Chizmar inquired how many ornaments are left from previous years. Mr. Fisher stated that there are quantities of 100-120 of certain ornaments left. Ms. Chizmar inquired if those ornaments are put up for sale with the new ornaments as well. Mr. Fisher stated that they are put up for sale each year and that a few of those are sold each year. Ms. Bearsch inquired if individual ornaments could be sold for \$15 with a discount for the purchase of multiple ornaments. Ms. Chizmar stated that the ornaments possibly could be sold for \$12 each. Ms. Lucas stated that one of the missions of HPC is to foster public awareness of the Town's historic structures. Ms. Chizmar stated that \$10 is a very inexpensive price and that comparable ornaments sold at the Virginia Plantation over a decade ago were priced at \$23. Mr. Coale inquired if this is the proper time to raise the price of the ornament in light of the state of the economy. Mr. Coale inquired if the ornament is sold only at the Town office. Mr. Fisher stated that ornaments are sold at several locations throughout Town, including Ms. Bearsch's office, Preston's Stationery and all the Town offices. Ms. Chizmar inquired if the issue of raising the price of the ornament can be tabled until next year because all 250, and possible more, of the 2011 ornaments are likely to be sold. Mr. Edmeades inquired if copies of all of the ornaments are available. Mr. Fisher stated that several, such as the Courthouse, are no longer available. Ms. Lucas stated that she agrees that the issue of a price increase should be tabled until next year. Mr. Payne inquired if additional orders of ornaments have a minimum. Mr. Fisher stated that additional orders also have a minimum of 250. Ms. Lucas inquired if the manufacturer would offer a better price on additional orders. Mr. Fisher stated that the manufacturer would not. Ms. Lucas inquired if the manufacturer would offer a lower price if an initial order of more than 250 ornaments is placed. Mr. Fisher stated that the manufacturer probably would offer a lower price if more than 250 ornaments are ordered initially, but he advised that there is still the possibility that not all of the ornaments will be sold.

ADJOURNMENT

Ms. Lucas moved and Mr. Edmeades seconded the motion to adjourn the meeting at 6:25 p.m.

The motion carried.

Peg Lucas, Vice Chair

October 27, 2011

The regular meeting of the Historic Preservation Commission was called to order on Thursday, October 27, 2011 at 6:00 p.m. at Town Hall, 39 N. Hickory Avenue, Bel Air, Maryland.

MEMBERS PRESENT:

Laura Bearsch
Karen Chizmar
Tim Coale

IN ATTENDANCE:

Robert Fisher, Town Planner
Kevin Small, Director of Planning
Susan Groseclose
James Taneyhill
Mr. and Mrs. Patrick Wallis
Catherine Owsianiecki, Recording Secretary

ADMINISTRATIVE MATTERS

Approval of Minutes

Ms. Chizmar moved and Mr. Coale seconded the motion to approve the minutes of the September 15, 2011 meeting.

The motion carried.

NEW BUSINESS

Review of Receipts for Tax Credit – Susan Groseclose, 315 Webster Street

Mr. Fisher stated that Ms. Groseclose submitted receipts for the replacement of half-round rain gutters with 6" K-style gutters with leaf filter gutter protector on the property located at 315 Webster Street. The total project cost was \$3,400.00. If approved by HPC, Ms. Groseclose will be eligible for a \$340.00 tax credit.

Ms. Bearsch called for a motion. Mr. Coale stated that, while he would not object to approving the work completed at 315 Webster Street, he does not believe that the proposed tax credit is in keeping with the law.

Ms. Chizmar moved and Ms. Bearsch seconded the motion to approve the tax credit request in the amount of \$340.00 for the replacement of half-round rain gutters with 6" K-style gutters with leaf filter gutter protector at 315 Webster Street for a total project cost of \$3,400.00.

Ayes: Ms. Chizmar and Ms. Bearsch

Nays: Mr. Coale

The motion carried.

HA Review – James Taneyhill, 522 Rockspring Avenue

Mr. Fisher stated that Dr. Taneyhill is proposing to repair significant termite damage on the front porch of his property located at 522 Rockspring Avenue. Dr. Taneyhill stated that the intent is to replicate the porch as it currently exists. Dr. Taneyhill stated that the railings will be preserved and that four of the six existing columns will be reused. He stated that two of the columns will be custom made to replicate the existing columns. Dr. Taneyhill stated that the foundation is in good condition, but the steps will also be replaced. Ms. Chizmar inquired if the termites are being treated. Dr. Taneyhill stated that the termites are being treated. Ms. Chizmar inquired if everything is in order for the Town's purposes. Mr. Fisher stated that everything is in order.

Ms. Chizmar moved and Mr. Coale seconded the motion that the request submitted by James Taneyhill for the repair of significant termite damage on the front porch of 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 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.

Tax Credit Review – James Taneyhill, 522 Rockspring Avenue

Mr. Fisher stated that Dr. Taneyhill is requesting tax credit approval for the porch repair work proposed for his property located at 522 Rockspring Avenue. The proposed project cost is \$10,995.00. If approved by HPC, Dr. Taneyhill would be eligible to receive a \$1,095.00 tax credit upon submittal of receipts at the conclusion of the project.

Ms. Chizmar moved and Mr. Coale seconded the motion to approve the tax credit request for the porch repair work on the property located at 522 Rockspring Avenue for an estimated cost of \$10,995.00. Dr. Taneyhill will be eligible to receive a \$1,095.00 tax credit upon completion of the project and submittal of receipts to HPC.

The motion carried.

HA Review – Patrick Wallis, 315 East Broadway

Mr. Fisher stated that Mr. and Mrs. Wallis are proposing to replace the existing gutters and downspouts on the property located at 315 East Broadway. Ms. Chizmar inquired if the existing gutters are original to the house. Mrs. Wallis stated that the existing gutters are not original to the house. Mr. Coale inquired about the style of the existing gutters. Ms. Chizmar stated that the existing gutters are ogee style and not half-round. Mrs. Wallis showed the HPC members a brochure with a photograph of the proposed gutters. Mrs. Wallis stated that the proposed new gutters are covered gutters and that they are guaranteed not to clog. Mrs. Wallis stated that the contractor will clean the new gutters if they do clog. Ms. Chizmar inquired if the top is not permeable. Mrs. Wallis stated that the water will go over and then under on the new gutters. Ms. Chizmar stated that she has covered gutters, which does create problems with dripping and with ice, particularly over steps and walkways.

Mr. Coaled moved and Ms. Chizmar seconded the motion that the request submitted by Patrick Wallis for the replacement of the existing gutters and downspouts on the property located at 315 Broadway be approved by the Bel Air Historic Preservation Commission.

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

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

The motion carried.

Tax Credit Review – Patrick Wallis, 315 East Broadway

Mr. Fisher stated that Mr. Wallis is requesting tax credit approval for the replacement of existing gutters and downspouts proposed for his property located at 315 East Broadway. The proposed project cost is \$3,629.00. If approved by HPC, Mr. Wallis would be eligible for a \$362.00 tax credit upon submittal of receipts at the conclusion of the project.

Ms. Chizmar moved and Mr. Coale seconded the motion to approve the tax credit request for the replacement of existing gutters and downspouts on the property located at 315 East Broadway for an estimated cost of \$3,629.00. Mr. Wallis will be eligible for a \$362.00 tax credit upon completion of the project and submittal of receipts to HPC.

The motion carried.

OTHER

Discussion with Kevin Small, Director of Planning

Mr. Small stated that he spoke with Lisa Moody, Director of Finance, who informed him that the account for the HPC Christmas ornaments is a revolving account, which means that it has to pay for itself. Mr. Small stated that the 2007 Ropewalk Tavern ornaments cost \$9.37 each to produce. He stated that the Town charges \$10.00 for the ornaments, so that ornament was paid for that year. Mr. Small stated that the Proctor House ornament cost \$10.75 to produce, so the Town lost \$0.75 on every ornament sold. Mr. Small stated that the Fulford Bottling Plant ornament cost \$10.40 to produce, so the Town lost \$0.40 on every ornament sold. Mr. Small stated that the Bel Air High School ornament cost \$8.77 to produce, so the Town earned profits on that ornament.

Mr. Small stated that Ms. Moody did not object to variation in cost and consistent asking price for ornaments because she assumed that the Town would make up for the losses in one year with profits in other years and that the

Town would remain on the point of breaking even. Mr. Small stated that the Town does not sell all of the ornaments; therefore, the Town consistently loses money when all of the ornaments are not sold. Mr. Small stated that 158 of 448 Ropewalk Tavern ornaments are unsold. He stated that 83 Proctor House ornaments, 65 Fulford Bottling Plant ornaments and 136 Reckord Mill ornaments are unsold. Mr. Small stated that the Town has lost money on the ornaments four of the last five years. Mr. Small stated that he understands that the purpose of producing the ornaments is to raise awareness of Bel Air's historic structures, but the Town should at least break even on the sale of the ornaments.

Mr. Small stated that he would like to set up a procedure to at least charge the amount that it costs to produce the ornaments. Mr. Small stated that this year the cost of producing the ornaments has increased because the price of gold has increased. He stated that this year's ornament will cost \$12.39 to produce and that the price has increased to \$2 more than it would typically cost to produce the ornaments. Mr. Small stated that typically 70-80 percent of the ornaments are sold based on past experience. Mr. Small proposed that, since the ornaments will cost \$12.39 to produce, the Town should increase the price to \$12.50 for a profit of approximately \$0.10 per ornament, assuming all the ornaments are sold.

Mr. Small stated that he understands that the HPC members do not want to lose the buyers who usually purchase ornaments each year. Mr. Small proposed that, within the next year or two, the HPC members consider increasing the price to one that will at least allow the Town to break even assuming that only 80 percent of the ornaments will be sold. He stated that ornaments of this quality typically sell for \$20-\$30.

Ms. Chizmar stated that she does not recall being informed that the cost to produce the ornaments has increased to more than \$10 and the Town was not even breaking even on the sale of the ornaments. Mr. Small stated that the invoice from the manufacturer stated a price of \$9.30 for the manufacture and delivery of the ornament. He stated that other items were previously billed to the Town. Mr. Fisher stated that previous billing includes the cost of the setup of the design and the two prototypes.

Ms. Chizmar stated that the HPC members had never before considered the cost of the ornaments that remain unsold. Mr. Small stated that he will investigate the possibility of selling the unsold ornaments at half price. Ms. Chizmar stated that last year one of Town Commissioners has brought up the fact that HPC has only considered producing ten ornament and that it might be time to discontinue the series. Mr. Coale stated that some of the unsold ornaments could be sold as box sets. Mr. Small stated that he is also investigating the possibility of selling this year's ornaments at establishments such as Boyd and Fulford and the News Center. Mr. Coale stated that he was not aware that HPC offered an annual Christmas ornament until the Bel Air High School ornament was made available. Mr. Coale inquired if the ornaments may be made available on HPC's page on the Town's website in order to make the ornament available to people who do not live locally. Mr. Fisher stated that it would probably be more effective to make the ornaments available on the homepage of the Town's website.

Ms. Bearsch stated that the small increase to \$12.50 should not prevent previous buyers from purchasing the ornament this year. She stated that the price increase would make two ornaments available for \$25. Mr. Coale stated that the cost of \$13 for an individual ornament would eliminate the need for change. He stated that individual ornaments could be priced at \$13 while two ornaments could be priced at \$25.

Mr. Coale moved and Ms. Chizmar seconded the motion to raise the price of the annual Christmas ornaments to \$13 individually and to \$25 for the purchase of two ornaments.

The motion carried.

Mr. Small stated that he would like to suggest some additional projects for HPC to entertain in addition to the annual Christmas ornament and the poster contest. He suggested that HPC consider an oral histories project. Mr. Fisher stated that Harford County's HPC is considering an oral histories project and that the Bel Air HPC may entertain a joint oral histories project with the county.

Mr. Small stated that HPC may consider producing a then and now calendar, which would depict buildings both several years ago and today. He stated that the buildings in the calendar would not have to be designated, and the calendar would be an excellent means to depict the ways in which Bel Air has evolved over the years.

Mr. Small suggested that HPC set a goal to have one of the 40-50 houses on HPC's target list designated each year. He stated that the Planning Department would help provide any information that is needed in order to persuade the owners to have their properties designated. Mr. Small inquired if the houses that are currently designated have plaques. Ms. Chizmar stated that they do have plaques except for one property that the owner attempted to have undesignated. Mr. Fisher stated that there are 48 designated structures. Mr. Small stated that he will speak with Chris Schlehr about having Rockfield Manor designated.

ADJOURNMENT

Ms. Bearsch moved and Mr. Coale seconded the motion to adjourn the meeting at 6:45 p.m.
The motion carried.
