

Baltimore County Landmarks Preservation Commission
July 11th, 2024 Meeting Minutes

Call to order; introduction of Commission members; pledge of allegiance to the Flag; statement of purpose and operating procedures

Mr. Holman, Vice-Chair, opened the regular monthly meeting of the Baltimore County Landmarks Preservation Commission (LPC) at 6:00 p.m. Through the meeting, the following Commission members were:

Present

Mr. Daniel Dean
Ms. Phoebe Evans Letocha
Ms. Jamie Ferguson
Mr. Scott Holupka
Mr. John Holman, Chair
Mr. Ed Hord, Vice-Chair
Mr. Vincent Johnson
Mr. Tom Liebel
Ms. Lili Mundroff
Mr. Christopher Parts

Not Present

Ms. Wendy McIver
Mr. Christopher Weston

Attending County staff included Ms. Caitlin Merritt (Preservation Services Chief), Ms. Jessica Brannock (Preservation Planner), and Mr. Jeffery Utermohle (Office of Law).

1. Review of the Agenda

Ms. Brannock reported there was one change made to the Preliminary Agenda published July 3rd, 2024. The property owner at 101 Brightside Ave withdrew their application for a roof-mounted solar installation. The updated agenda was published July 10th, 2024.

2. Approval of the Minutes

Mr. Holman asked if anyone proposed changes to the June 13th, 2024 Minutes. Hearing none, Mr. Holman called for a motion. Mr. Parts moved to approve the Minutes as drafted. Ms. Mundroff seconded the motion, which passed with affirmative voice votes being cast by Mr. Dean, Ms. Evans Letocha, Ms. Ferguson, Mr. Holupka, Mr. Hord, Mr. Johnson, Mr. Liebel, Ms. Mundroff, Mr. Parts, and Mr. Holman. There were no dissenting votes.

3. Consent Agenda

Ms. Brannock read the Action Recommendations for Consent Agenda Items 5, 6, 7, and 8.

Mr. Holman asked if anyone wished to discuss the Consent Agenda Items further. Ms. Mundroff asked to remove Agenda Item 6, the “Richard Borneman House”, McAvoy Property, 1711 Kurtz Ave, Lutherville from the Consent Agenda for discussion. Mr. Holman asked for a motion on the revised items. Mr. Parts moved to approve the Consent Agenda items as revised (Items 5, 7, and 8). Mr. Holupka seconded the motion, which passed with affirmative votes being cast by Mr. Dean, Ms. Evans Letocha, Ms. Ferguson,

Mr. Holupka, Mr. Hord, Mr. Johnson, Mr. Liebel, Ms. Mundroff, Mr. Parts, and Mr. Holman. There were no dissenting votes.

Items for Discussion and Vote

4. “Baird Property”, 200 Central Ave, Glyndon. Contributing resource within the Glyndon County Historic District. Historic Review for a detached garage replacement with new driveway; existing fence removal Part II approval for the installation of a new HVAC system [County Council District #4].

Ms. Brannock introduced the agenda item, which involved the removal and replacement of a detached garage with a new driveway, the removal of existing fencing, and Part II approval for the installation of a new HVAC system. Ms. Brannock continued that the property at 200 Central Ave is a two-story frame and clapboard dwelling constructed prior to 1898, with a side addition constructed in 1932.

The applicant requested a historic review for several projects to the property and is seeking a tax credit Part II approval for a HVAC installation. The following work items are for historic review:

Work Item 1: Garage

The applicant requested to demolish the existing 10' x 20' garage located on the southeast corner of the property. The applicant believed that the garage is contemporary with the 1930's addition, however Staff believes that it is older than the 1930s.

The existing board and batten garage has an asphalt gabled roof. The north (rear) gable end is clad with clapboard. The existing roof is asphalt shingle, however, photos from the applicant may indicate that the shingles overlay an earlier sheet-metal roof. The application described severe rot, and insect damage to the exterior, as well as structural issues that are “beyond repair.” No detailed photos showing the extent of the rot or insect damage was submitted.

After the removal of the existing garage, the applicant proposed to construct a new a 12' x 32' garage/storage space in a similar location, setback from the existing location. The new garage will be 10' from the rear (north) property line, and 2.5' from the east property line. The new garage will be a pre-fab design and constructed on site. A new concrete base will be poured. The garage will be 1-story with a rectangular footprint and gable roof. It will be clad in Hardie Lap siding, with a GAF Architectural Shingle roof. The garage door that will be facing towards the driveway will be a carriage style, with windows on the top. On the elevation that will face towards the house, there will be a set of carriage style doors with strap hinges and a single leaf door of a similar style.

In addition, the applicant requested to extend the existing asphalt driveway 12' x 32' along the southeast side yard to meet the new proposed garage.

Staff noted that the existing “garage” structure is consistent with mid-late 19th century “plank construction” smokehouses found throughout the Mid-Atlantic. The interior photos submitted by the applicant show a series of collar beams with nails, and S-Hooks that would have been used to hang and dry meat. Modifying secondary structures, like smoke houses for new uses was not uncommon in the early 20th century. Exterior and interior images of contemporary smokehouses from Montgomery County, MD, Washington County, MD, and Kent County, DE have been included the LPC's meeting materials packet.

Ms. Brannock added that from the photos submitted, it is difficult to tell if the structure is deteriorated beyond repair. Staff recommended that if the condition or age can't be determined at the meeting that a Technical Committee be formed to conduct a site visit, along with Staff to access its condition and age.

Our guidelines state that small accessory structures should not be removed or altered and that they must be maintained through in-kind replacements of deteriorated sections, which would be a tax credit eligible project.

Work Item 2: Existing fence removal

All existing, wood fencing will be removed from the property. New fencing is not proposed at this time.

Tax Credit Eligible Project

Work Item 3: New HVAC installation

The applicant requested to install a new Unico M486OBL1 air handler and coil M486OCL1 HVAC system to cool the home. An outdoor condenser unit will be placed on the rear elevation.

Ms. Brannock introduced the property owner, Mr. James Baird. Mr. Baird shared that he was told by the property inspector that he should not enter the structure, and that it is a safety concern. Mr. Baird continued that he will follow the Commission's recommendations.

Mr. Hord suggested that the Commission form a Technical Committee to assess the year and condition of the structure, and stated that the structure appears to be a smokehouse from the late-nineteenth century, and that from the photos, it appears to be in a stable condition.

The Commission had no further comments or discussion.

Mr. Parts moved to approve the existing fence removal, and the installation of a new HVAC system, and to not approve the removal of the existing "garage" structure and installation of a new garage, and driveway expansion, until after a Technical Committee visit the structure. Additionally, the Commission determined that a technical sub-committee be formed to advise on the date of the structure, and the proposed new garage installation. Mr. Holupka seconded the motion, which passed with affirmative votes being cast by Mr. Dean, Ms. Evans Letocha, Ms. Ferguson, Mr. Holupka, Mr. Hord, Mr. Johnson, Mr. Liebel, Ms. Mundroff, Mr. Parts, and Mr. Holman. There were no dissenting votes.

Citing Baltimore County Historic Design Guidelines, Chapter 6: New Construction, Additions, & Non-Contributing Structures. County Code Sec. 11-2- 201; and 32-7-405.

- **5.** "Garman Property", 120 Central Ave, Glyndon. Contributing resource within the Glyndon County Historic District. 12 X 16' shed construction in the rear yard [County Council District #4].

Approved via the Consent Agenda to issue a Certificate of Appropriateness.

Citing Baltimore County Historic Design Guidelines, Chapter 6: New Construction, Additions, & Non-Contributing Structures. County Code Sec. 32-7-405

- 6.** "Richard Borneman House", McAvoy Property, 1711 Kurtz Ave, Lutherville. Contributing resource within the Lutherville County Historic District. Gravel driveway expansion [County Council District #3].

This item was removed from the Consent Agenda at the request of Ms. Mundroff.

Ms. Brannock introduced the agenda item, which involved the expansion of an existing gravel driveway. Ms. Brannock continued that the property at 1711 Kurtz Ave is a 2 ½ story "grout" wall construction with

a tin standing seam roof, that was built in 1864 in the “Downing-Vaux Cottage” style. The applicant requested to extend a portion of the existing gravel driveway to make room for two-vehicle parking, and to allow the owners to reach their front entry without walking through the grass. The current driveway is laid diagonally across the property and opens to Kurtz Ave to the west, and to Francke Ave to the east.

The applicant requested to expand the norther portion of the driveway that approaches towards the house (on the Francke Ave side), 20’x75’ to reach the front entry, and will use the same gravel fill as the existing driveway. A dead tree will be removed to make room for the expansion. Staff noted that tree removal is not within the purview of the LPC.

Ms. Brannock concluded her comments and reminded the Commission that a letter from the Lutherville Historic Advisory Committee was circulated prior to the meeting.

Mr. Holman asked for clarity on the concerns of the Lutherville Historic Advisory Committee. Ms. Merritt responded that questions were raised on how the gravel would be laid, if the area would be graded, and how the expansion would impact runoff.

Ms. Mundroff added that there is an existing parking are at the front of the property, and that she would like to see the features clearly marked, as no site plan was provided. Mr. Dean stated that the gravel expansion is a logical choice to meet the property owner’s desire to park two vehicles and reach the entry without walking through the grass. He continued that several of the concerns risen by the Lutherville Historic Advisory Committee were outside of the scope of the proposed project. Mr. Hord reiterated that the application does not involve any changes to the parking pad along Kurtz Ave, and only concerned the gravel driveway. Ms. Merritt added that if a paved driveway were proposed, Staff would have asked for a more detailed site plan.

Mr. Dean moved to approve the gravel driveway expansion, as proposed. Mr. Parts seconded the motion. Affirmative votes were cast by Mr. Dean, Ms. Evans Letocha, Ms. Ferguson, Mr. Holupka, Mr. Hord, Mr. Johnson, Mr. Liebel, Mr. Parts, and Mr. Holman. A dissenting vote was cast by Ms. Mundroff. The motion passed, nine to one.

Citing Baltimore County Historic Design Guidelines, Fences and Landscape: 1-10. County Code Sec. 32-7-405.

- **7.** “Shelton Property”, 4801 Butler Road, Glyndon. Contributing resource within the Glyndon County Historic District. Aluminum fence installation [County Council District #4].

Approved via the Consent Agenda to issue a Certificate of Appropriateness.

Citing Baltimore County Historic Design Guidelines, Fences and Landscape: 1-10. County Code Sec. 32-7-405.

- **8.** “Peters Property,” 500 Upland Road, Sudbrook Park. Non-Contributing resource within the Sudbrook Park County Historic District. Part II approval for an in-kind roof replacement for contributing garage. Garage is associated with 705 Cliveden Road [County Council District #2].

Approved via the Consent Agenda to issue a Certificate of Appropriateness.

Citing Baltimore County Historic Design Guidelines, Chapter. Roofs County Code Sec. 11-2- 201; and 32-7-405.

9. Prospect Hill Cemetery, LTD Property, 701 York Road, Towson. Final Landmark #101. PROSPECT HILL CEMETERY. Entrance enhancements & improvements [County Council District #6].

Mr. Holman recused himself from voting and participation in the discussion, as he is on the board at the cemetery. He relinquished his role of Chair to Mr. Hord, Vice Chair, to facilitate the discussion and vote.

Ms. Brannock introduced the agenda item, which involved improvements to the cemetery entrance. Prospect Hill Cemetery was developed in 1891 on the former Ridgely-Chew estate. Many notable local judges, attorneys, and business figures are interred. It was placed on Final Landmarks List in 1991.

The applicant requested to make some improvements and enhancements to the cemetery's entrance located on York Road, to increase pedestrian and vehicular visibility. The existing cemetery entry consists of an asphalt drive with concrete curbs flanked by large hedges at either side that surround the perimeter creating a park-like setting. The existing sign for the cemetery is located in front of the hedges on the western side of the entrance on York Road. It is made entirely of wood and is painted green, gold, and white.

The following work is proposed:

1. Work will include the removal of approximately 15-20 feet of the existing 420 feet hedge on either side of the York Road to accommodate the new entrance improvements.
2. The proposed entrance improvements will include the following, on both sides of the access road:
 - a. A stone veneer, 20" low retaining/planting wall, will be setback 8 feet from the public sidewalk/curb. It will run parallel to the sidewalk for 8 feet 3 inches, and then will turn slightly back towards the cemetery for another 7 feet 7 inches, creating a 145-degree angle. There will be decorative plantings/flowerbeds behind it
 - b. About 3 feet behind the low wall, will be a 6 foot by 4-foot plinth surmounted with a 9-foot obelisk and planting urn.
 - c. From the plinth base, there will be a 12-foot section of another low stone veneer wall, which will be used as for the new signage for the cemetery. The pinned metal letters affixed to the low wall on either side of the driveway.
 - d. Behind the new entrance feature and sign, 24 feet of iron fencing with a 6-foot height is proposed. The fencing will run into the existing hedging.
3. The existing entrance drive will remain the same width. Improvements will be made from the existing sidewalk about 30 to 37 feet of existing asphalt and curbs will be removed:
 - a. From the first 8 feet from the sidewalk to the first low stone veneer wall will be have interlocking concrete pavers
 - b. 9 feet 5 inches from the low stone wall to the fence line will have scored concrete
 - c. From the fence line going into the cemetery about 15 to 20 feet will be interlocking concrete pavers.
4. Steps are proposed on either side of the paved driveway through Prospect Hill Cemetery would increase accessibility to foot traffic in these sections. The steps will have simple iron handrails and will be made of Bluestone to reflect the local stone/masonry character already present in the grave monuments in Prospect Hill Cemetery.

Staff asked the LPC to clarify the material of the low walls. The application mentioned brick while the plans show a stone veneer material capped with a bluestone cap. In addition, Staff asked the LPC to confirm what type of stone veneer (or brick) will be used and what type of scored concrete design/style will be used.

Ms. Brannock introduced the project representatives, Ms. Zola Abernathy Barnes, Executive Director, Prospect Hill Cemetery of Towson, Inc., and Ms. Lydia Kimball, Landscape Architect, and Board of Directors member, Prospect Hill Cemetery of Towson, Inc.

Mr. Hord asked for clarification on the material of the low wall, and whether it will be a brick, or stone veneer. Ms. Kimball confirmed that the wall would use Bluestone. Ms. Kimball continued that the project aimed to increase pedestrian and vehicular visibility, to create an engaging entrance for families, and to better welcome the local community to enjoy the six acres of greenspace, as the cemetery was developed within the style of the “American Rural Cemetery” landscape architectural movement.

Mr. Parts asked for further clarification on the low wall material and stated that the wall appeared to have a Butler-stone veneer, while the Blue Stone appeared to be used for the cap. Ms. Kimball confirmed that Butler-stone veneer and Bluestone cap would be used. Mr. Parts suggested that the pin-letters may be more visible on the proposed signage if the width had more dimension than the proposed ¼” lettering.

Ms. Brannock introduced Ms. Carolyn Knott, President, Prospect Hill Cemetery of Towson, Inc. Ms. Knott stated that black pin-letters of the same dimensions and font as the proposed lettering was previously approved, and is used in signage in another section of the property. Ms. Knott stated that the Board intended to keep the lettering consistent with what has already been approved.

Mr. Parts moved to approve the entrance enhancements and improvements, as proposed. Mr. Liebel seconded the motion, which passed with affirmative votes being cast by Mr. Dean, Ms. Evans Letocha, Ms. Ferguson, Mr. Holupka, Mr. Johnson, Mr. Liebel, Ms. Mundroff, Mr. Parts, and Mr. Hord. There were no dissenting votes.

Citing Baltimore County Historic Design Guidelines, Ch 5. Porches & Steps, and Ch 6. New Construction, Additions, & Non-Contributing Structures. County Code Sec. 32-7-405.

Other Business

No meeting in August.

Next meeting September 12th, 2024.

Mr. Parts moved to adjourn the meeting, which passed with affirmative voice votes being cast by Mr. Dean, Ms. Evans Letocha, Ms. Ferguson, Mr. Holupka, Mr. Hord, Mr. Johnson, Mr. Liebel, Ms. Mundroff, Mr. Parts, and Mr. Holman. There were no dissenting votes.

The meeting adjourned at 6:50 PM.

JCB:jcb