

# SHEPHERDSTOWN HISTORIC LANDMARKS COMMISSION (APPROVED)

Monday, September 9, 2024

6:00 p.m.

TOWN HALL

104 NORTH KING STREET, SHEPHERDSTOWN

## 1. Call to Order: 5:32 p.m.

### Commissioners Present:

Keith Alexander; Carmen Slater; Rebecca Bicker; Nicole Saunders-Meske

### Commissioners Absent:

Tom Mayes

### Staff Present:

Andy Beall

### Professional Consultant:

Jim King

## 2. Approval of Previous Months' Minutes: 8/12/24          **Approved**

## 3. Vistors: Jim Auxer; Edith Thompson; Jeff Gunther; Jenny Haynes; Shannon Holiday; Karen Hacker Kinnett

## 4. Conflicts of Interest:          **None**

## 5. Applications:

24-22      Applicant:      Edith Thompson  
                 Address:          407 E. German Street  
                 Description:    Replace south-facing upper roof 4" gutter w/ 6" half-round gutter.  
   Also replace SW corner downspout.

*The applicant is present and describes the need to replace gutters and downspouts as she is getting significant water damage to the home. K. Alexander refers to page 50 (A-D) of the Historic District Design Guidelines for door gutters and downspouts stating the primary purpose is to prevent water damage.*

C. Slater motions to approve application 24-22 pursuant to page 50 (A-D) of the Historic District Design Guidelines; R. Bicker seconds the motion to approve. There are no objections, and the motion passes unanimously.

## 6. Workshop Sessions:

### a. War Memorial Building

Ms. Holiday and Ms. Kinnett describe the need to shore up the small annex at the rear of the building as it is leaning. They also desire to replace the rotting wood siding with Hardie Board and replace the non-historic windows. The commissioners

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state the proposals comply with the Historic District Design Guidelines and ask that when they come back with an application that there are detailed window plans.

**b. 102 / 104 S. King Street**

Mr. Gunther presents plans for a two-story addition off the south end of the existing structure. The commissioners unanimously disapprove of the scale and placement of the proposed addition which is an extension of the existing structure. N. Saunders-Meske suggests the addition be hyphenated by an enclosed breezeway much like the approved addition across the street at 105 S. King Street. The commissioners agree to visit the site with the owner directly following the meeting to discuss.

- 7. **Ongoing Business:** N/A
- 8. **New Business:** N/A
- 10. **Adjournment:** 7:15 p.m.