

**HISTORIC DISTRICT COMMISSION**  
**MEETING MINUTES**  
4 June 2002

**Present:** Cairns, Ed & Sally; Edwards, Ron & Audrey; Malin, Jesse; Pugh, Michael; Sennstrom, Eric

**Absent:** Dixon, Mike

Meeting called to order at 3:00 p.m. by Chairman Ed Cairns. Motion made to approve minutes by Sally Cairns, seconded by Ron Edwards, unanimously approved.

Nomination for historic designation - Big Elk Chapel

Chairman Ed Cairns introduced the nomination for historic designation on the Big Elk Chapel. Robert McKeown appeared on behalf of the Trustees of the Cherry Hill United Methodist Church. Chairman Cairns asked Mr. McKeown about the Chapel. A summary of restoration efforts, church activities, and a description of the church's interior and exterior was presented by Mr. McKeown. Mr. McKeown stated that preservation is the key goal of the church and that it is important to protect it for future generations. Chairman Ed Cairns questioned the signature on the application. Mr. McKeown stated that is Nancy Simpers' signature, Chairwoman of the church's trustees. Mike Pugh questioned the acreage involved. Mr. McKeown stated that William duPont gave the church acreage to square off property. Mike Pugh queried whether the state owned the adjoining property. Mr. McKeown answered in the affirmative. Pat Folk, an observer in the audience stated that she endorsed the churches efforts. Sally Cairns questioned the chimney and its purpose. Mr. McKeown stated that it was for a wood stove that is no longer present. Mike Pugh asked about the type of foundation. Mr. McKeown answered that the foundation is stone with a crawl space, the sill was recently replaced and the carriage shed was also recently restored. Director Sennstrom summarized the historic and architectural significance of the church. The Chapel is typical of the small local community churches that are predominant in this region. It was erected in 1877 and is in pristine condition. The land it is situated on was originally part of the New Muenster tract. The architecturally significant features include the pressed tin walls and ceiling, wooden wainscoting, original wooden shutters with hardware and handmade wooden pews. Chairman Ed Cairns stated that that is a very good description of the chapel and that it is important to protect it. Mr. McKeown stated that the exterior siding is original. Audrey Edwards inquired as to whether or not a piano was present in the chapel. Mr. McKeown answered that the original pump organ is still inside. Ron Edwards asked about the material of the siding. Mr. McKeown stated that it is pine or maybe chestnut. Motion made by Mike Pugh to recommend approval, seconded by Ron Edwards, HDC voted unanimously to recommend approval to the Planning Commission and County Commissioners.

Maryland Building Rehabilitation Code - Pat Conway

Chairman Ed Cairns asked Pat Conway, Director of Cecil County Department of Permits & Inspections, to come forward and brief the HDC on the Building Rehabilitation Code. Chairman Ed Cairns stated that he knows a little bit about this code and stated that our codes may impede historic renovation projects. Director Conway distributed copies of the code to the HDC. He stated that his inspectors attended a seminar on the code. The State is not pushing the code and his department has not had an application under the code. Presently, P&I uses a blend of

rehab code and BOCA. An issue with rehab projects has been window sizes. He uses judgment on rehab projects. Director Conway stated that you can't use new codes if you want to save existing structures. Chairman Ed Cairns stated that the HDC endorses use of rehab code. Sally Cairns stated that step sizes are a big issue with rehab projects. Discussion ensued regarding non-conforming situations. Chairman Ed Cairns questioned if there is any problem with renovation and codes? Director Conway stated no, his department works with the applicant. Director Conway also stated that demolition permits are now sent to P&Z and DPW. The town of Port Deposit is the only area where he has problems due to neglect. Sally Cairns asked if P&I has initiate demolition proceedings. Director Conway answered in the affirmative. His department handles procedure up to legal action. Sally Cairns questioned if that occurs in the County. Director Conway stated that he doesn't get that many in the County. Audrey Edwards questioned whether a permit was obtained to demolish the icehouse at the Anchorage. Director Conway stated that no permit was applied for. Ron Edwards questioned if legal action was appropriate. Director Conway stated that only action possible would be for not obtaining a permit, but that would not bring the building back. Mike Pugh questioned whether Director Conway can deny a permit. Director Conway answered in the affirmative. Discussion ensued regarding enforcement action. Audrey Edwards questioned that seminars have been held for inspectors, what about for contractors? Director Conway stated that the rehab codes are available for contractors. Ron Edwards asked if Director Conway was in favor of code. Director Conway answered that he was.

#### Old Business

Chairman Ed Cairns commented about a letter to the editor of the *Cecil Whig* by Dr. & Mrs. Folk commending the recently held workshop. He stated that the HDC would like to do another in the fall. The individuals who picked up applications at the workshop have not yet returned them. Chairman Ed Cairns summarized the requirements for Certified Local Government status and stated that we were two items short. HDC needs to adopt rules of procedure and needs ½ of members to be professional experts. Discussion ensued on CLG requirements. Sally Cairns stated that Audrey Edwards and she will contact folks who picked up applications. Audrey Edwards stated that the Cecil Historical Trust makes it a condition of grant approval that individuals nominate their properties for local designation. Director Sennstrom presented MAAR Associates latest progress report. Sally Cairns questioned whether the HDC can engage in ex parte communication with applicants since they are only making recommendations. Director Sennstrom will consult with County's attorneys and report back to the HDC.

Meeting adjourned at 4:00 p.m.

Respectfully submitted:

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Eric S. Sennstrom, AICP  
Director  
Planning, Zoning, Parks & Recreation

Next Meeting: 1 July 2002, 3:00 p.m.  
P&Z conference room

**HISTORIC DISTRICT COMMISSION  
MEETING MINUTES  
3 September 2002**

**Present:** Cairns, Ed & Sally; Dixon, Mike; Edwards, Ron & Audrey; Malin, Jesse; Pugh, Mike; Sennstrom, Eric

**Approval of minutes:** Motion by Ron Edwards, second by Sally Cairns to approve the June meetings minutes. HDC unanimously voted to approve minutes.

**Old business:** Chairman Ed Cairns stated that he will be giving a presentation on the HDC and historic preservation to the Colora civic group on 16 September 2002 at the Mt. Pleasant Methodist Church. Other HDC members are welcome to attend. He will also be giving the presentation to the Chamber of Commerce as soon as the date is re-scheduled.

**New business:**

Chairman Ed Cairns stated that the HDC has three applications for historic designation on their agenda. They are the yacht Elf, the Brick House, and the McKinney family cemetery.

Nomination for Historic Designation – YACHT ELF

Rick Carrion appeared to present the application for nomination on the yacht Elf. Carrion acquired the yacht, designed by George Lawley and built in 1888, and has obtained restoration funding from the MHT and other trusts. The yacht is on the national register of historic places. Carrion presented a slide show history of the yacht and summarized his restoration activities. Carrion is coordinating the restoration efforts of the nonprofit Classic Yacht Restoration Guild. The yacht was the first of its kind to do offshore cruising and is the last of its kind still in existence. The Elf is the oldest small yacht in America and the third oldest in the world. Article on yacht in Chesapeake Bay magazine perused by HDC along with Classic Yacht Restoration Guild newsletters and article on Henry Howard's trip from Marblehead to Halifax, the first offshore trip made by a yacht of this kind in 1893. The HDC examined building and restoration materials. The blocks, keel and gimbals are the only original parts left. Restoration is anticipated to be complete in 2005. Mike Pugh questioned the organization's status in regard to incorporation. Carrion stated that the Guild is a 501(C)3 organization. Mike Pugh inquired if the Guild owns the boat. Carrion stated that the Guild is the owner. Mike Pugh queried on whether the yacht must remain in Cecil County. Carrion stated that there is no restriction on the yacht's location. Chairman Ed Cairns stated that if the yacht was permanently relocated out of Cecil County, it would need to have its local historic designation rescinded. Chairman Ed Cairns also requested that future renovations be brought before the HDC prior to commencing the work. Audrey Edwards stated that the Cecil Historical Trust donated \$8,500 to the Guild. Director Sennstrom noted that his comments have been addressed by the applicant in his presentation. Chairman Ed Cairns asked for vote on nomination to designate the yacht Elf as a historic structure. Motion made by Audrey Edwards to recommend designation as a historic site with the condition that the designation be rescinded if the yacht is moved permanently outside of Cecil County. Jesse Malin seconded the motion. HDC voted unanimously to recommend approval of the application for historic designation.

Nomination for Historic Designation - BRICK HOUSE

Director Sennstrom presented the application. The Brick House was erected circa 1785. The dwelling is a Georgian style brick house that was used as the seat of court during the War of 1812. The structure was also used as a post office and general store into the early 20<sup>th</sup> century. The architectural significance of the structure include that the brick work is original except where it has been repaired. The brick is common bond style with one header course and five stretcher courses. The front door contains a Georgian arch with half moon fanlight and is framed by wooden pilasters. There are three large sash windows on the first floor and a brick exterior stairway that leads to a ground floor room that was originally used as a kitchen. Chairman Ed Cairns stated that the dwelling is significant and that the application is in order. Ron Edwards inquired about the interior. Chairman Ed Cairns and Sally Cairns summarized the interior of the structure. Chairman Ed Cairns asked for a vote on the application. Motion made by Sally Cairns to recommend historic designation, Second by Ron Edwards. HDC voted unanimously to recommend historic designation on Brick House.

#### Nomination for Historic Designation – McKINNEY FAMILY CEMETERY

Chairman Ed Cairns introduced Helen McKinney and asked her to present her application. Mrs. McKinney stated the photos were of the individuals buried in the cemetery without headstones. Five sets of twins buried in cemetery. Fieldstones mark their gravesites. Significance of cemetery is that Joseph McKinney is buried there. He helped erect the old school on Elk Neck. The McKinney family has restored the cemetery. Director Sennstrom presented a summary of the application. The dimensions of the cemetery are approximately 90' by 90'. The cemetery was actively used between 1811 and 1911 and contains the remains of seven generations of the McKinney family. The McKinney family settled in the Elk Neck area in 1712 and began farming and fishing. The first McKinney buried in the cemetery was Rachel McKinney, aged two months. Subsequently, the remains of 100 family members were interred in the cemetery, among them is Joseph McKinney, who helped establish a school #3 nearby. Discussion ensued regarding the cemetery. Audrey Edwards inquired about a sign to identify the cemetery. Helen McKinney stated perhaps a plaque would be erected. The exhibits were perused and discussed. Mike Dixon asked about the number of unmarked graves. Helen McKinney stated it is unknown at this time. Mike Dixon commented on methods to pick germane issue out of information provided. Chairman Ed Cairns stated that the applicant has presented too much information. Mike Dixon stated that inundation is often the natural response of applicants. Sample presentation model will be developed by Mike Dixon and Ed Cairns. Chairman Ed Cairns asked for a motion on the application. Mike Dixon made the motion to recommend historic designation, seconded by Mike Pugh. HDC unanimously voted to recommend historic designation on the cemetery.

#### MAAR ASSOCIATES, INC.

Ron Thomas and Eileen Basten of MAAR Assoc., Inc. appeared to present the draft findings on the survey and update of the inventory of historic places. 2200 buildings are contained on the updated list. The HDC will peruse the information provided and notify the consultant as to its acceptability. Any requests for changes to the format will be sent by the HDC to the consultant.

There was no general discussion. Meeting adjourned at 4:45 p.m.

# HISTORIC DISTRICT COMMISSION

## Meeting Minutes

**1 October 2002**

**Present:** Cairns, Ed & Sally; Dixon, Mike; Edwards, Ron & Audrey; Malin, Jesse; Sennstrom, Eric

**Absent:** Pugh, Mike

Meeting called to order at 3:00 p.m. by Chairman Ed Cairns.

Motion made by Ron Edwards, seconded by Jesse Malin to approve minutes of September meeting. HDC voted unanimously to approve September meeting minutes.

The HDC discussed the inventory of historic properties recently updated by MAAR Associates. Jesse Malin stated that the resources should be arranged geographically. Ron Edwards questioned how the tax map numbers worked. Chairman Ed Cairns suggested organizing resources by geographic means and to organize by zip code. He also stated that the towns should be listed separately. Audrey Edwards stated that some properties have no name. Mike Dixon stated that it has been problematic in the past when properties have no name. He also stated that many have no name. Chairman Ed Cairns stated that approximately 200 application forms have been sent out and approximately 100 more will be sent shortly. Mike Dixon suggested that non-extant be listed separately.

Chairman Ed Cairns asked the HDC's opinion on whether another workshop should be held. Audrey Edwards stated that it is too soon. Jesse Malin suggested doing it in the spring. The consensus of the HDC was to do another workshop in the spring, perhaps April or March.

Chairman Ed Cairns stated that Mike Dixon and he did not get the sample application together. Chairman Ed Cairns asked if any HDC members attended the Chesapeake Bay National Park hearing at the Community College. Audrey Edwards stated that Ron Edwards and her attended. Audrey Edwards summarized the workshop. Ron Edwards stated that he was disappointed with the workshop. There was no value to be demonstrated and was too heavily skewed toward tourism activities. Discussion ensued on the workshop and Chairman Ed Cairns asked if there was any mention of historic resources. Ron Edwards stated that historic aspects were only raised in relation to the Towns. Audrey Edwards stated that somebody from the Hollingsworth project was in attendance.

Chairman Ed Cairns raised the issue of the veracity of the claim by the Brick House that it was used as a seat of court when the British burned the courthouse at Courthouse Point during the War of 1812. Mike Dixon stated there was no courthouse at the point at that time and therefore, no record of British activity there. Mike Dixon indicated that HDC should verify documentation for events on applications. Chairman Ed Cairns stated that HDC should be knowledgeable about applications. Mike Dixon stated that HDC should be diligent in checking out such statements in the future. Ron Edwards queried as to what the Brick House's application can be based on if the temporary courthouse claim was invalid. Chairman Ed Cairns stated that there is sufficient architectural significance to qualify as well as the fact that it was formerly used as a post office and general store. Mike Dixon suggested putting an amendment in the file for future reference and to diplomatically inform the property owner of the revision. Ron Edwards agreed.

Mike Dixon suggested that Ron and Audrey Edwards contact Mrs. McKinney about funding opportunities for the McKinney family cemetery. Chairman Ed Cairns stated that he is maintaining a list of contacts. Audrey Edwards stated that the HDC needs to follow up on Dr. Richards house pre-application. The consensus of the HDC was to ask the Coffay House to submit a nomination for historic designation. Ed & Sally Cairns will check out the pre-application from McKeown on Blair Shore Road. Audrey Edwards stated that individuals living in Colora would like addresses of historic properties in that area. Director Eric Sennstrom stated that those address will be given to Audrey Edwards for her to pass along. Director Eric Sennstrom stated that all three nominations for historic designation reviewed last month by the HDC were approved by the Board of County Commissioners. Mike Dixon presented a short summary of recent activities at the Elk Landing site.

Meeting adjourned at 3:52 p.m.

**Historic District Commission  
Meeting Minutes  
6 November 2002**

**Present:** Cairns, Ed & Sally; Dixon, Mike; Edwards, Ron & Audrey; Malin, Jesse; Pugh, Mike; Sennstrom, Eric

**Call to order:** Chairman Ed Cairns called the meeting to order at 3:02 p.m.

**Approval of minutes:** Mike Pugh made a motion to approve the minutes of the October meeting, Ron Edwards seconded the motion. HDC voted unanimously to approve October meeting minutes.

**New business:** Director Sennstrom notified the HDC that the final report from MAAR Associates has been received. It comprises 3 boxes of 3 ring binders with information on the County's historic resources as well as the update listing of historic resources.

Chairman Ed Cairns presented a summary of his visit to the McKeown House as a result of the pre-application received at the September HDC meeting. He reported that the original part of the house is in the center with more modern additions built over the years. Chairman Ed Cairns inquired as to the HDC's opinion on whether these additions constituted a reduction in the historical and architectural significance of the dwelling. Audrey Edwards opined that as long as the core is still there, it retains its significance and should be retained. Chairman Ed Cairns stated that the interior has significance, but he does not feel that the HDC offers enough for this to go through with nomination. Discussion ensued on McKeown House's original core. Mike Pugh queried on what constitutes architectural significance? Ron Edwards questioned the location of the fireplaces? Chairman Ed Cairns stated that there are 2 fireplaces downstairs and 1 upstairs. Ron Edwards stated he feels the nomination should go through, it would afford more control than HDC presently has to protect the structure. Audrey Edwards indicated that this situation is not uncommon. Chairman Ed Cairns provided additional elucidation on the McKeown House and described the portion of the original house visible from the road. Ron Edwards feels that there is not enough information available to make a decision. He would like to see a full application. Mike Pugh stated that photographs would be of assistance in deciding. Chairman Ed Cairns will draft a letter to property owners to be perused at next meeting. Audrey Edwards and Mike Pugh agreed that information gaps detract from decision making ability. Chairman Ed Cairns discussed the Log House pre-application. Ron Edwards indicated that he and Audrey are familiar with it. Discussion ensued regarding the Log House's location and structural attributes.

**Pre-Applications:** The HDC is in receipt of 12 pre-applications. The applications were examined for content and will receive a visit from a member of the HDC. The HDC's consensus was to send nomination forms to the following properties: Old House and Post Office, Lombard; Herndon Farm; Upper Wickwire; Dr. Mearns House; Brookings House; Barnes Inheritance; and Wherry-Jordan-Logan-Schwer House. The Edwards will visit the following: Rowland House; Brown Farm; Barnes Inheritance. Jesse Malin will visit England Family Farm; Old House & Post Office, Lombard; Dr. Mearns House; Brookings House; Wheery-Jordan-HDC MINUTES

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Logan-Schwer House. The Cairns will visit the School House; Morgan's Hall; Herndon Farm; Upeer Wickwire. Ron Edwards urged the HDC to take photographs when visiting properties. He continued by adding that visual evidence is important for verifying age of structure as owners often date their house earlier than they actually are. Items such as nails, molding, and fireplaces are clues as to the actual age of the structure. Mike Dixon indicated that records from the Department of Assessments and Taxation are helpful in providing information on when a structure may have been erected.

Mike Pugh suggested that Director Sennstrom keep a log of telephone calls received from individuals interested in historic preservation or those who have received the pre-application in order to contact them at a later date to gauge whether or not they wish to nominate their property. Director Sennstrom indicated that he would do so.

**Old Business:** None

**Next Meeting:** Tuesday, 3 December 2002, Planning & Zoning Conference Room

**Meeting Adjourned:** 4:10 p.m.

Respectfully Submitted:



## HISTORIC DISTRICT COMMISSION

### Meeting Minutes

3 December 2002

**Present:** Cairns, Ed & Sally; Dixon, Mike; Edwards, Ron & Audrey; Malin, Jesse; Sennstrom, Eric

**Absent:** Pugh, Mike

**Call to Order:** Chairman Ed Cairns called the meeting to order at 3:00 p.m.

**Approval of Minutes:** Motion made by Sally Cairns to approve minutes from 11/6/02 meeting. Seconded by Jesse Malin. HDC voted to unanimously approve November meeting minutes.

**New Business:** Ed Cairns presented a summary of the meeting between himself, Director Sennstrom and Elizabeth Tune from the Maryland Historical Trust (MHT) regarding inspections of properties that are subject to a MHT easement. Director Sennstrom stated that this requirement is one of the strings associated with accepting MHT grant money. We are expected to do the easement inspections for the State. He stated that Ms. Tune gave Chairman Cairns and himself a briefing on those properties presently subject to an easement and the easement inspection form as well as tips on how to conduct an inspection. Ms. Tune will follow up with a training session for the HDC in order to prepare them for the inspections. Ron Edwards stated that the HDC would be the ideal group to do the inspections. Chairman Ed Cairns concurred and asked Director Sennstrom to contact Ms. Tune to ensure that she follows up with the training session.

#### Pre-applications

- Clendenin-Freeman Farm – Director Sennstrom reported that this property submitted a pre-application and summarized the content. Chairman Ed Cairns queried if the property is on any registers? Audrey Edwards stated it is on the State register but it does not have an easement. Sally Cairns stated that the nomination form should be sent. HDC agreed to send nomination form.

Octoraro Farm – Director Sennstrom stated that a pre-application was received from this property. However, he indicated that the property has already received local designation January of 2002.

Nevin-Orr House – Director Sennstrom stated that a pre-application was received for this property and summarized the application's content. Audrey Edwards stated that she and Ron Edwards will do an inspection to determine if a nomination form should be sent.

#### Nomination for Historic Designation

- Wherry-Jordan-Logan-Schwer House: Director Sennstrom presented a summary of the application's content as follows. The house was erected circa 1750. Items of architectural significance include a split level design built into the hillside that permits ground level entry at both floors, 24" thick fieldstone walls, original pine flooring on 2<sup>nd</sup> and 3<sup>rd</sup> floors, original staircase to attic, original doors and hardware, original oak roof framing, two end chimneys with one possessing a colonial fireplace, several original pegged window frames remain, original kitchen, original shutters, original lime coating remains throughout beams and planking, roof has a box cornice. Historical significance include that the house was once occupied by Ebenezer Wherry, a descendant of Revolutionary War hero David Wherry. The HDC perused the nomination form and associated photographs. Motion made by Sally Cairns to recommend designation, seconded by Jesse Malin, HDC voted unanimously to recommend historic designation.

Chairman Ed Cairns provided copies of letters he has drafted to send to potential nominees. One letter is to discourage participation and/or solicit additional information. The other is to encourage nomination. Chairman Cairns presented a summary of both letters and his reasoning behind each. Ron Edwards noted that often the architectural importance of the interior is greater than that of the exterior. This is particularly important when an attempt is made to ascertain the age of a structure. The interior provides more clues as to the period when it may have originally been erected. Audrey Edwards added that the exteriors often have additions built over the years that mask the original structure. Chairman Ed Cairns stated this would be true in the situation with the McKeown House and his letter asking for more information would apply in these situations.

### **Old Business**

Chairman Ed Cairns inquired as to whether Director Sennstrom spoke to Robert Murray about the Log House. Director Sennstrom indicated in the affirmative and provided elucidation on their discussion. Chairman Ed Cairns stated that the log portion is still in reasonably good shape.

Ron Edwards presented findings on the inspection of the pre-application received from the England Family Farm. The exterior of the house is misleading due to the aluminum siding. There is no exterior indication of age. The original section was built ca. 1785 with additions added in the 1860's. The fireplaces give a clue to the age, the front section of the house is completely log. Audrey Edwards commented on the setting of the dwelling on a knoll with England family members surrounding. Chairman Ed Cairns questioned on whether a nomination form should be sent? Ron Edwards answered that most indubitably should a form be sent.

Audrey Edwards presented findings on the inspection of the Brown farm pre-application. The current owners have resided therein since the 1980's. A summary of the dwelling's historic attributes followed. Original dwelling may be from 1780's, but nothing is left. Most of the house is Victorian. Both Ron & Audrey Edwards recommend that the nomination form be sent.

Ron Edwards presenting findings on the Fell Manor pre-application inspection. They could not gain access to the interior so additional information is needed.

Jesse Malin presented his findings on the Schwer House and the Lombard Store. The owners of the Lombard Store are reluctant to nominate at this time. The building was formerly used as a store and a post office.

Chairman Ed Cairns presented findings on the Schoolhouse pre-application. There is not much of the original structure left after years of renovation. A letter will be sent discouraging nomination.

Chairman Ed Cairns presented findings on the pre-application for Morgan's Hall. The structure is built around a log cabin. The building is in terrible condition. It has potential but the age is unknown. Ron Edwards stated that if the age was known, it would help in the evaluation of the application. HDC consensus was to hold off on application for now.

Ron Edwards asked about the local property tax credit for locally designated structures. Discussion ensued regarding mechanics of credit.

Chairman Ed Cairns declared the meeting adjourned at 4:17 p.m.