

The Town of New Market



1793

Historic District Commission/Architectural Review Commission
40 South Alley, New Market, MD 21774

In-Person Meeting
May 20, 2025, 7:00 p.m.

The regular meeting of the Historic District Commission/Architectural Review Commission (the "HDC/ARC") of New Market was held in person on Tuesday, May 20, 2025, with Chair Kevin Witmer present. Also in attendance were Larry Wrinn and Howard Wilson. John Farrell, Steve Pippin, and Michael Wright (Town Council Liaison) were absent. Zoning Administrator and Town Planner Pat Faux was also present.

CALL TO ORDER: The meeting was called to order at 7:02 p.m.

ADMINISTRATIVE BUSINESS

APPROVAL OF MINUTES

Motion: Commissioner Wrinn made a Motion to approve the minutes of the HDC/ARC meeting of April 8, 2025, as written

Second: Commissioner Wilson

Discussion: None

Vote: For – 3 (Witmer, Wrinn, Wilson)
Against – 0
Abstain – 0
Absent – 2 (Farrell, Pippin)
The Motion passed.

HDC NEW BUSINESS

Permit #2033 – Certificate of Appropriateness – 9 W Main Street – Expanded Parking Area

The applicant, Bryan Martz, appeared and was sworn in. Discussion ensued among the applicant and the Commissioners.

Chairperson Initials: KSW

Motion: Commissioner Wrinn made a Motion, having reviewed the materials submitted with Application #2033 for a Certificate of Appropriateness for an expanded parking area and having considered the applicable guidelines for as stated in the 2021 Historic District Guidelines, I move that the HDC approve the application based on a finding that the proposed design meets the required design criteria and is compatible with the character of the district and existing buildings nearby.

Second: Commissioner Wilson

Discussion: None

Vote: For – 3 (Witmer, Wrinn, Wilson)
Against – 0
Abstain – 0
Absent – 2 (Farrell, Pippin)
The Motion passed.

Permit #2040 – Certificate of Appropriateness – 68 W Main Street – Awing, Pantry Window, Menu Board, Fencing, and Retroactive Deck Request

The applicant, Dana Briggs, appeared and was sworn in. Discussion ensued among the applicant and the Commissioners.

Motion: Commissioner Wilson made a Motion, having reviewed the materials submitted with Application #2040 for a Certificate of Appropriateness for several small improvements and having considered the applicable guidelines for as stated in the 2021 Historic District Guidelines, I move that the HDC approve the application based on the finding that the proposed design meets the required design criteria and is compatible with the character of the district and existing buildings nearby. No internally lit signs will be permitted, as per the guidelines.

Second: Commissioner Wrinn

Discussion: None

Vote: For – 3 (Witmer, Wrinn, Wilson)
Against – 0
Abstain – 0
Absent – 2 (Farrell, Pippin)
The Motion passed.

Permit #2042 - Certificate of Appropriateness – 68 W Main Street – Business Sign

The applicant, Dana Briggs, appeared and was sworn in. Discussion ensued among the applicant and the Commissioners.

Chairperson Initials: KSW

Motion: Commissioner Wrinn made a Motion, having reviewed the materials submitted with Application #2042 for a Certificate of Appropriateness for several business signs and having considered the applicable guidelines for as stated in the 2021 Historic District Guidelines, I move that the HDC approve the application based on the finding that the proposed design meets the required design criteria and is compatible with the character of the district and existing buildings nearby with the condition that the opening soon signage shall not be displayed more than 21 total days and no more than 10 days after the opening

Second: Commissioner Wilson

Discussion: None

Vote: For – 3 (Witmer, Wrinn, Wilson)
Against – 0
Abstain – 0
Absent – 2 (Farrell, Pippin)
The Motion passed.

ARC NEW BUSINESS

Permit #2026 – Certificate of Appropriateness – 174 Wicomico Drive – Covered Porch

The applicant, Rosa Wenzel, appeared and was sworn in. Discussion ensued among the applicant and the Commissioners.

Motion: Commissioner Wilson made a Motion, having reviewed the materials submitted with Application #2026 for a Certificate of Appropriateness for a new structure in the Architectural Review District as stated in the 2021 Historic District Guidelines, I move that the ARC approve the application based on a finding that the proposed design meets the required design criteria and is compatible with the character of the district and existing buildings nearby

Second: Commissioner Wrinn

Discussion: None

Vote: For – 3 (Witmer, Wrinn, Wilson)
Against – 0
Abstain – 0
Absent – 2 (Farrell, Pippin)
The Motion passed.

Permit #2034 – Certificate of Appropriateness – 174 Wicomico Drive – Garage Conversion

The applicant, Rosa Wenzel, appeared and was sworn in. Discussion ensued among the applicant and the Commissioners. The discussion regarding this project was continued. The

Chairperson Initials: KSU

Commissioners requested more detailed building plans for this project. Ms. Wenzel was advised to let the staff know when she had the revised building plans.

Permit #2028 – Certificate of Appropriateness – 179 Wicomico Drive – Freestanding Garage/Workshop

The applicant, Scot Morrow, appeared and was sworn in. Discussion ensued among the applicant and the Commissioners.

Motion: Commissioner Wilson made a Motion, having reviewed the materials submitted with Application #2028 for a Certificate of Appropriateness for a new accessory structure in the Architectural Review District as stated in the 2021 Historic District Guidelines and the Sponsellers Addition Guidelines, I move that that the ARC approve the application based on a finding that the proposed design meets the required design criteria as submitted, is compatible with the character of the district and existing buildings nearby. It was noted that the design had been modified, so the drawings on record do not reflect the actual final design; however, the details were explained in detail.

Second: Commissioner Wrinn

Discussion: None

Vote: For – 3 (Witmer, Wrinn, Wilson)

Against – 0

Abstain – 0

Absent – 2 (Farrell, Pippin)

The Motion passed with the caveat that the revised drawings reflect what was stated on the record. Signature on the application was postponed until the June meeting.

Permit #2039 – Certificate of Appropriateness – England Woods Clubhouse

The applicant, T. Wesley Poss, appeared and was sworn in. Discussion ensued among the applicant and the Commissioners.

Motion: Commissioner Wilson made a Motion, having reviewed the materials submitted with Application #2039 for a Certificate of Appropriateness for a new structure in the Architectural Review District as stated in the 2021 Historic District Guidelines, I move that the ARC approve the application based on a finding that the proposed design meets the required design criteria and is compatible with the character of the district and existing buildings nearby

Second: Commissioner Wrinn

Discussion: None

Chairperson Initials: KSW

Vote: For – 3 (Witmer, Wrinn, Wilson)
Against – 0
Abstain – 0
Absent – 2 (Farrell, Pippin)
The Motion passed.

ADJOURNMENT

Motion: Commissioner Wrinn made a motion to adjourn the meeting.
Second: Commissioner Wilson
Vote: For – 3 (Witmer, Wrinn, Wilson)
Against – 0
Abstain – 0
Absent – 2 (Farrell, Pippin)
The Motion passed.

The meeting adjourned at 8:58 p.m.

Respectfully submitted,
Michelle Mitchell, Town Clerk

Chairperson Initials: KSW