SHEPHERDSTOWN HISTORIC LANDMARKS COMMISSION
Monday, September 14, 2026
6:00 p.m.,
TOWN HALL
104 NORTH KING STREET

In attendance: Commissioner Chair Keith Alexander (KA), Ashley Reynolds (AR), Cheryl Brown (CB), Jim King (JK) (advisory), Karl Musser (KM) (staff)
In absentia: Tom Mayes (TM), Rebecca Bicker (RB)
In audience: Sylvia Turner (ST), Lindsey Bordovsky (LB), Jamison Deason (JD), Carlos Niederhauser (CN), Elizabeth Wheeler (EW), Wesley Bateman (WB), Mariette Corrocan (MC), Chris Stroech (CS), Annette Gavin Bates (AGB), Shane Harris (SH), Mike Nickerson (MN)

1. **Call to Order:** KA called the meeting to order at 6:00 p.m.
2. **Approval of Minutes:** Approved as submitted.
3. **Introductions:** Joe Yates
4. **Visitors:** None
5. **Conflicts of Interest:**
6. **Applications**

26-20 – 312 W. High Street

ST summarizes the project which involves adding a vinyl fence to enclose the yard that matches the portion of existing fence in style.

- Commissioners discuss the project, CB notes a preference for wood, but commissioners conclude the fence matches other fences in the neighborhood. KA also notes the need for a fence due to the applicant's traffic issues. AR moved to approve application as being consistent with Guidelines on PG 68. CB seconded. All in favor. None opposed. Passed.

26-21 – 322 W. German Street

JD summarizes the project which involves adding a shed to the backyard.

- Commissioners discuss the project. CB moved to approve application as being consistent with Guidelines on PG 56 (C). AR seconded. All in favor. None opposed. Passed.

26-22 – 200 & 202 S. Princess Street

EW summarizes the project which involves replacing the gutters, using half-round style on the public facing sides and K style on the interior sides.

- Commissioners discuss the project, clarify which sides count as public facing, which EW notes does include the side facing Union Alley. CB moved to

approve application as being consistent with Guidelines on PG 50. AR seconded. All in favor. None opposed. Passed.

26-23 – 320 W. German Street

WB summarizes the project which involves adding an addition and deck to the rear of a brick building that already has an older addition behind it. The new addition would attach to the older addition rather than the original building.

- Commissioners discuss the project with KA reviewing the list of guidelines for additions. Issues discussed include the overall scale of the project, comparisons between the new addition, old addition, and original building, particularly in regards to the materials and different roofing styles and the windows. Commissioners note there are clear differentiations between the different sections. AR moved to approve application as being consistent with Guidelines on PG 68 with reference. CB seconded. All in favor. None opposed. Passed.

26-24 – 112 E. German Street

MC summarizes the project which involves a new sign for The Mutt Market using the same bracket previously used by Cooper Captures Gallery.

- Commissioners discuss the project. AR moved to approve application as being consistent with Guidelines on PG 63. CB seconded. All in favor. None opposed. Passed.

6. **Workshop Sessions:**
   - 112 E. New Street—CS presented a possible addition to the residence that would extend to the rear and side of the primary structure and raise the roof height. The commissioners expressed concerns about losing the chimney to the side extension, changes to the roofline and height, and the lack of differentiation between the original structure and the addition.

7. **Ongoing Business**
   - Welcome Center sign on the Market House
     - AGB gives background on the existing sign and questions the need for replacement. KA summarizes HLC concerns about the sign. AGB describes damage done by the old sign and hidden by the current sign, agrees to provide installation details for the current sign. AGB also expresses a maintenance need for the smaller Public Library sign currently on the building and for any new sign. For a new sign AGB stresses that legibility is important and suggest if it references past uses of the building a preference for the Market House. Discussion of how sign is attached to the building. Discussion of possible damage

behind the sign, the need to address that and prevent future damage. SH expresses willingness to do restoration work on the smaller library sign and discusses designs of a potential new sign.

- Shepherd Family Burial Ground restoration work
    - MN gives a summary of proposed restoration work to be performed by Gruber-Latimer, including additional maintenance issues that need to be addressed. CB notes that the sidewalk is particularly dangerous. The HLC expresses support for the project, but also notes that general maintenance is outside the HLC purview.
- Town Staff Report.
    - Enforcement process is still being worked on and almost complete.
    - Historic Preservation intern onboarding this week.
- AR mentions possible nomination for the Historic Preservation Awards.

8. **New Business**
    - None

9. **Adjournment:** Adjourn at 7:57 p.m.