

SHEPHERDSTOWN HISTORIC LANDMARKS COMMISSION

Monday, April 7, 2026

6:00 p.m.,

TOWN HALL

104 NORTH KING STREET

In attendance: Commissioner Chair Keith Alexander (KA), Tom Mayes (TM), Ashley Reynolds (AR), Rebecca Bicker (RB), Cheryl Brown (CB), Jim King (JK)

In absentia: None noted.

In audience: Karl Musser (KM), Bruce Massey (BM), Jerry Bock (JB), Jim Auxer (JA), Joseph Dolan (JD), Tabitha Dolan (TD).

1. **Call to Order:** KA called the meeting to order at 6:00 p.m., made introductions of commissioners and support staff, and explained Roberts Rules Simplified.
2. **Approval of Minutes:** No changes noted, minutes approved as submitted.
4. **Visitors:** Bruce Massey (BM), Jerry Bock (JB), Jim Auxer (JA), Joseph Dolan (JD), Tabitha Dolan (TD).
5. **Conflicts of Interest:** None noted.
5. **Applications**

26-07-101 N. Browns Alley

Installation of wooden storage shed on a pre-existing concrete pad.

- Homeowner not present. Discussion tabled.

26-08-314 W. German Street

Replacement of porch railing and the addition of stairs to side yard.

- Homeowner not present. Discussion tabled.

26-09-200 E. High Street Blue Moon Café

Installation of temporary/seasonal pergola covered outdoor seating area located in a portion of the existing parking area. Blue Moon representatives, JD and TD, discussed plan.

- KA asked if planned pergolas are temporary and wood. JD confirmed. TM asked if the pergola would be just as shown in provided photograph, and if it would be made of cedar. JD confirmed. TM asked for exact location of pergola. JD said that it would be beside glass room, toward parking lot. KA described spot as in between the projecting bay and the garden entrance. JD confirmed this. KA noted that planned pergola is consistent

with existing pergola and surroundings. KA asked if there is planned fencing. JD confirmed, saying they planned to use 6x6 wooden planks, 4 or 5 feet tall, attached to sides of pergola to add stability. AR asked if the height would be close to the roof line. JD said the planned height was level with or just under eaves. KA said the HLC would prefer that neither fencing nor pergola was attached to building. JD agreed. RB asked if this would interfere with existing. TM noted that the HLC does not have purview over parking. KA agreed. TM moved to approve the application in accordance with Guidelines on PG 67 “Yard Features,” Section C, with the recommendation that the applicant goes before the Planning Commission for further approval. AR seconded. All in favor. None opposed. Passed.

6. **Workshop Sessions:** None.

7. **Ongoing Business**

- **Update on Mills Group materials:** KA updated commission on final stages of Mills Group materials and the incorporation of commission feedback, said that the next step was for the Town to purchase QR codes to insert in brochures. KA noted that Clare Tryon/SHPO needed to review and approve these materials. Said that upon SHPO approval, not before, should the Town pay the invoice.
- **Historical Markers Program:** JB from Historic Shepherdstown reviewed previous discussions for a historic markers program, changes to expected timelines, applications, costs/funding, Entler museum collections, and potential business and university collaborations for marker designs. JB asked if the HLC would help verify accuracy of marker information. AR added that Jennifer Yablonsky, art professor, was the potential Shepherd University resource. CB asked if historic properties outside of Shepherdstown boundaries would be eligible for the program. JB said he would like for that to be the case, but to start with properties inside the boundaries of the historic district. JA supported the idea of allowing outside properties to apply, to encourage individual protection of properties. KA said that Mayor Gatz invited him to the Town Council meeting the coming Wednesday, to present on HLC-related projects, including the CLG recertification, market house, and historic markers program. KA asked if JB or BM could join that meeting or provide a summary of the plan—noted that Mayor Gatz said the Town Council should have final authorization of the markers program. JB agreed. CB asked if the plaques would have standard information, such as “Historic Home,” rather than individualized information on each home. JB said that they were considering that approach, with the option of reaching out to Historic Shepherdstown for more detailed information.

8. **New Business**

- Substitute siding materials: AR reviewed relevant points from *Preservation Brief #16*, on inability to source contractors willing to work with certain materials. Expressed that old growth cedar was not widely available and that new growth cedar was not compatible. Proposed that the commission consider an alternate material to approve for future applications. TM noted that most buildings in town are pine, not cedar, but that the same concerns apply. JK asked if the concern was replacing cedar with cedar. AR said that contractors discouraged working with HLC preferred woods, rather than newer composite material. JA asked if Shepherdstown's Guidelines discusses this issue. KA said it did not, outside of Hardie Board for the PG 37 "Exterior Walls," and 56, "New Construction of Outbuildings," which do not reflect evolving SHPO and HLC attitudes on Hardie Board or similar alternatives. TM added that the changes to buildings over time, including visible repairs, add to the historic character of the town. JK added that commissioners and residents should take advantage of architectural salvage, as much as possible. KA asked the commission to consider how to proceed. CB asked if AR would research costs for pine replacement and repair, as the dominant wood in the historic district. AR agreed.

9. **Adjournment:** TM moved to adjourn at 6:45 p.m. All in favor. None opposed. Passed.