



# HISTORIC PRESERVATION COMMISSION FREDERICK COUNTY, MARYLAND

30 North Market Street, Third Floor Frederick, Maryland 21701 (301) 600-1147



## FREDERICK COUNTY HISTORIC PRESERVATION COMMISSION

### MINUTES

February 5, 2020

7:00 PM

1st Floor Hearing Room, Winchester Hall

Members Present: Gary Baker (Chair), Bernard Callan, Joan Porter, Jack Lynch, Tyler Bastian, Eytan Moked, and Steven Pippin

Members Absent: Barbara Wyatt (Excused) and Mary Thompson (Excused)

Staff Present: Amanda Whitmore, Historic Preservation Planner

Chair Baker brought the meeting to order at approximately 7:00 PM and declared that a quorum was present. The qualifications of the members, staff, and any consultants used by the Commission are on file with the Planning and Development Review Department and are incorporated as part of the record of this meeting. The official record of the meeting is the audiotape retained by the Planning and Development Review Department. The following are summary minutes:

- I) **APPROVAL OF MINUTES** – December 4, 2019 and January 15, 2020  
The HPC reviewed the Minutes of the December 4, 2019 and January 15, 2020 Meetings. Mr. Callan **MOVED** that the HPC **APPROVE** the December 4, 2019 and January 15, 2020 Minutes as written. Mr. Bastian **SECONDED** the MOTION. The **MOTION** passed unanimously.

## II) UNFINISHED BUSINESS

### a) Selection Committee Update for Commission Vacancies

Chair Baker updated the full Commission on the selection committee's determination to not recommend the candidate interviewed for a Commission vacancy due to lack of experience.

### b) Design Guidelines Discussion – Draft Administrative Level Review List and Process

Staff reviewed the draft Administrative Level Review list with the Commission. Comments and edits will be incorporated into a revised list for review.

Staff provided copies of City of Frederick's Design Guidelines for Individual Landmarks to the Commission to consider as an example to be incorporated into the County's updated guidelines.

### III) NEW BUSINESS

- a) None

### IV) ADMINISTRATIVE BUSINESS

- a) CLG Annual Reports

Staff informed the Commission that the CLG Annual Reports had been submitted to Maryland Historical Trust

- b) Section 106 Review:

- (i) U.S. 15 Project from US 40 to MD 26 – Inside Roadway Widening  
(Comments due February 26, 2020)

Commission discussed the project and expressed concern about the next phase of the project, particularly with the design of the noise barrier.

Mr. Lynch **MOVED** that the HPC submit a letter concurring with the State's findings but include that the Commission continue to be a consulting party to the design process early on in the process. Mr. Pippen **SECONDED** the MOTION. The **MOTION** passed unanimously.

### V) ANNOUNCEMENTS/REMINDERS RE: UPCOMING CONFERENCES, MEETINGS, AND EDUCATION EVENTS

- a) **UPCOMING MEETINGS OF INTEREST –**

February 18, County Council to discuss the listing of the Daniel Sheffer Farm to the County Register.

February 24, 6:00 PM Winchester Hall  
*County Executive Roundtable Discussion: Rural Roads Program*

- b) **NEXT SCHEDULED MEETING–**

March 4      1<sup>st</sup> Floor Meeting Room (TV/Web Broadcast)

**Meeting adjourned at 7:54 PM**