



# HISTORIC PRESERVATION COMMISSION FREDERICK COUNTY, MARYLAND

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



## FREDERICK COUNTY HISTORIC PRESERVATION COMMISSION

### MINUTES

July 1, 2020

7:00 PM

Virtual Meeting

Members Present: Gary Baker (Chair), Barbara Wyatt (Vice-Chair), Mary Thompson, Joan Porter, Jack Lynch, Tyler Bastian, and Eytan Moked

Members Absent: None

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 Permitting Division 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 – March 4, 2020**

The HPC reviewed the Minutes of the March 4, 2020 Meetings. Mr. Moked **MOVED** that the HPC **APPROVE** the March 4, 2020 Minutes as written. Ms. Thompson **SECONDED** the MOTION. The **MOTION** passed.

#### II) **NEW BUSINESS**

##### a) Chair and Vice-Chair Elections to serve July 1, 2020 to June 30, 2021

Chair Baker and Vice-Chair Wyatt were nominated to continue to serve in their respective roles. Ms. Thompson **NOMINATED** Mr. Baker to continue as chair and Ms. Wyatt to continue as vice-chair. Both nominees accepted. Mr. Lynch **SECONDED** the **NOMINATIONS**. The **NOMINATIONS** passed 5-0-1.

##### b) Update to Rules of Procedure – Addition of Administrative Level Reviews and No Review Required Lists. This item was introduced at the March 4, 2020 regular meeting

Staff reviewed the updates drafted for the Rules of Procedure that were introduced at the March 4, 2020 meeting.

Public Comment was provided by Mr. Jamison Ballard of New Market.

Commission members provided additional edits to Section 14 and Exhibit I of the document. Ms. Thompson **MOVED** that the HPC **APPROVE** the updated Rules of Procedure with the changes discussed. Mr. Lynch **SECONDED** the MOTION. The

**MOTION** passed 5-0-1.

c) COA #20-01

Elisha Beall Property CR #99-01

3739 Urbana Pike

Staff reviewed the staff report regarding the various projects outlined in the COA application which include demolishing the stone entry way, removal of dead and diseased trees, demolition of the stable/carriage house, replacing the slate roof over the existing house, and adding two additions to the existing house.

The applicant provided comment on the application and proposed changes to the property.

The Commission discussed and voted on each project listed in the COA application.

- 1) Stone Entry Way. Discussion by Commission to remove and reconstruct a portion of the entry feature to permit equipment into the site instead of deconstructing the entire stone feature. Ms. Wyatt **MOVED** that the HPC **APPROVE** the deconstruction of the southern wall and piers of the stone entry, that the stones be stored on-site so the wall can be reconstructed with the existing stones or in-kind as needed, that any entrance widening and paving extensions would need to be approved with a separate COA application, and that the reconstruction work be completed no later than a year following the completion of the work approved in COA 20-01. Mr. Moked **SECONDED** the MOTION. The **MOTION** passed 5-0-1.
- 2) Removal of Diseased and Hazardous Trees. Mr. Moked **MOVED** that the HPC **APPROVE** the removal of the identified trees presented in the COA application and that the applicant returns in four to six months with a tree replanting plan per a landscape architects recommendation. Ms. Thompson **SECONDED** the MOTION. The **MOTION** passed 5-0-1.
- 3) Demolition of the Stable/Carriage House. Discussion by the Commission regarding the carriage house and its features such as the fish-scaled shingles and the window in the gable end. Discussion also about whether it could be preserved. Ms. Wyatt **MOVED** that the HPC **APPROVE** the demolition of the stable/carriage house with the condition that the building be documented with black and white photographs, to include interiors, that measured drawings that are on par with the drawings submitted for the house additions prior to the demolition, that any replacement structure will need to resemble the original carriage house excluding the existing addition on the east elevation, and that the replacement structure matches the existing carriage house in form, dimension, materials, and placement. Ms. Thompson **SECONDED** the MOTION. The **MOTION** passed 4-2-0.
- 4) Roofs. Discussion by the Commission included the alternative material for the replacement of the slate roof as well as the retention of the snow retention rails. Ms. Thompson **MOVED** that the HPC **APPROVE** the removal of the slate roof on the existing house and replace it with an artificial slate shingle, that the flashing, downspouts, and snow retention system be repaired or replaced in-kind, that the chimney repairs use masonry and mortar that match the old material in-kind, that the artificial slate shingle be used on the two-story addition, and that hand tonged metal

be used on the new porches and one-story addition. Mr. Bastian **SECONDED** the MOTION. The **MOTION** passed unanimously.

- 5) Two-story east addition. Discussion on this item included material choices on the door and windows. Ms. Thompson **MOVED** that the HPC **APPROVE** the two-story east addition as presented in the staff report with the condition that the windows be two-over-two with a spacer bar. Mr. Moked **SECONDED** the MOTION. The **MOTION** passed unanimously.
- 6) Rear porch modification. Discussion on using wood material for porch columns and railings instead of the proposed material. Mr. Moked **MOVED** that the HPC **APPROVE** the rear porch modification as presented by staff with the condition that wood be used for the porch columns and railings instead of the proposed material. Mr. Lynch **SECONDED** the MOTION. The **MOTION** passed unanimously.
- 7) One-story west addition. Discussion by the Commission included the plaster material covering the stone and the windows proposed for the addition. Mr. Lynch **MOVED** that the HPC **APPROVE** the addition as presented by staff with the condition that the windows be either two-over-two or one-over-one which will be administratively approved. Mr. Moked **SECONDED** the MOTION. The **MOTION** passed 4-2-0.

### **III) UNFINISHED BUSINESS**

- a) None

### **IV) ADMINISTRATIVE BUSINESS**

- a) CLG Grant Application Updates: Education & Training Grant and Non-Capital Project Grant

Staff updated the Commission on the awarding of a \$3,000 CLG Education & Training Grant and a \$12,000 CLG non-capital project grant to update the design guidelines.

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

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

National Association of Preservation Commissions (NAPC) Biennial Conference Online. Early August. \$100 Registration. Registration Opens June 15

**Meeting adjourned at 11:49 PM**