



## HISTORIC PRESERVATION COMMISSION FREDERICK COUNTY, MARYLAND

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



### FREDERICK COUNTY HISTORIC PRESERVATION COMMISSION MEETING MINUTES

September 2, 2020

7:00 PM

Virtual Meeting

Members Present: Gary Baker (Chair), Mary Thompson, Joan Porter, Jack Lynch, Tyler Bastian, Eytan Moked, Hettie Ballweber, and Blaine Hoffman

Members Absent: Barbara Wyatt (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 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 – August 5, 2020**

The HPC reviewed the Minutes of the August 5, 2020 Meetings. Mr. Moked **MOVED** that the HPC **APPROVE** the August 5, 2020 Minutes as written. Mr. Bastian **SECONDED** the **MOTION**. The **MOTION** passed 5-0-3.

**II) NEW BUSINESS**

**a) Reappointment of Gary Baker to Historic Preservation Commission.**

Mr. Baker's term is up for renewal. Mr. Lynch **MOVED** that the Commission **APPROVE** the recommendation to the County Executive that Mr. Baker's term be renewed. Ms. Ballweber **SECONDED** the **MOTION**. The **MOTION** passed 7-0-1.

**b) Additional revisions of Rules of Procedure.**

Staff presented the revisions to section 4.6 and Exhibit 1 introduced at the August Commission meeting. Mr. Lynch **MOVED** that the Commission **APPROVE** the amendments to the Rules of Procedure. Mr. Moked **SECONDED** the **MOTION**. The **MOTION** passed 7-0-1.

- c) Review draft chapters of Frederick County Design Guidelines: Introduction Chapter and Historical Overview Chapter.

Staff reviewed the draft Introduction and Historical Overview chapters that will be incorporated into the updated design guidelines. Staff asked for comments and feedback on items that may be missing or need clarification and to provide those comments at the October meeting for discussion.

Mr. Moked also provided the draft Demolition chapter and reviewed it with the Commission. Mr. Moked asked for review and feedback at the October meeting for discussion.

### **III) UNFINISHED BUSINESS**

None

### **IV) ADMINISTRATIVE BUSINESS**

None

**Meeting Adjourned at 8:35 p.m.**