



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

June 2, 2021

7:00 PM

Virtual Meeting

Members Present: Barbara Wyatt (Vice-Chair), Mary Thompson, Tyler Bastian, Hettie Ballweber, Blaine Hoffmann, and Jack Lynch

Members Absent: Gary Baker

Staff Present: Amanda Whitmore, Historic Preservation Planner

Due to Chairman Baker's absence, Ms. Wyatt served as Chair for the meeting and Ms. Thompson was appointed to serve as temporary Vice-Chair. Ms. Wyatt brought the meeting to order at approximately 7:01 PM and declared that a quorum was present. The following are summary minutes:

I) **APPROVAL OF MINUTES** – April 28, 2021 and May 5, 2021

The HPC reviewed the Minutes of the April 28, 2021 special meeting. Ms. Ballweber **MOVED** that the HPC **APPROVE** the April 28, 2021 Minutes as written. Mr. Hoffmann **SECONDED** the MOTION. The **MOTION** passed unanimously.

The HPC reviewed the Minutes of the May 5, 2021 meeting. Mr. Hoffmann **MOVED** that the HPC **APPROVE** the May 5, 2021 Minutes as written. Ms. Ballweber **SECONDED** the MOTION. The **MOTION** passed 5-0-1 with Mr. Lynch abstaining.

II) **NEW BUSINESS**

a) Annual Election of Chair and Vice-Chair

Mr. Baker was unanimously nominated to serve as Chair for the 2021-2022 year. Ms. Thompson was unanimously nominated to serve as Vice-Chair for the 2021-2022.

III) **UNFINISHED BUSINESS**

a) Design Guidelines Update and Special June Meeting (Discussion Only)

Staff presented an update on the progress of the Frederick County Design Guidelines. A special June 16 meeting will be held by the Commission to review the final draft of the document.

IV) ADMINISTRATIVE BUSINESS

a) Administrative Approval Update: Elisha Beall Patio and Walkway – A-COA 21-01

Staff presented one administrative approval granted during the month of May for the Elisha Beall property to construct a new patio and walkway that meets the administrative approval criteria.

b) Recommendation of Mr. Alec Davidson to the HPC

Mr. Davidson is seeking appointment to the Historic Preservation Commission. The election subcommittee interviewed Mr. Davidson and recommended him to the full Commission. Mr. Bastian **MOVED** that the Commission recommend Mr. Davidson for appointment to the County Executive. Ms. Thompson **SECONDED** the MOTION. The motion passed unanimously.

c) Brunswick Railroad Square Project

Staff presented a federally-funded project planned in Brunswick's National Register Historic District that would build a 45-unit mixed income residential building. The Maryland Department of Housing and Community Development hosted a June 7 consulting meeting and staff was seeking comments from the Commission to share at the meeting. In addition to the comments proposed in the staff memo, the Commission provided additional comments to share including effects to the railroad museum with the height of the new building, confirmation of 9 South maple being log construction, potential for archeological resources, and provide more information on the contributing buildings effected by the project.

d) Peace & Plenty Rural District Guidelines Update

Staff shared that a consultant has been selected to write the Peace & Plenty District Guidelines. Murphy & Dittenhafer Architects who are working on the county guidelines will write the district guidelines.

Meeting Adjourned at 8:06 p.m.