



HISTORIC PRESERVATION COMMISSION FREDERICK COUNTY, MARYLAND

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FREDERICK COUNTY HISTORIC PRESERVATION COMMISSION

MEETING MINUTES

August 4, 2021

7:00 PM

Virtual Meeting

Members Present: Gary Baker (Chair), Mary Thompson (Vice-Chair), Tyler Bastian, Hettie Ballweber, Blaine Hoffmann, Jack Lynch, Alec Davidson

Members Absent: None

Staff Present: Amanda Whitmore, Historic Preservation Planner
Kathy Mitchell, Senior Assistant County Attorney

Mr. Baker brought the meeting to order at approximately 7:00 PM and declared that a quorum was present. The following are summary minutes:

I) APPROVAL OF MINUTES – June 2, 2021 and June 16, 2021

The HPC reviewed the Minutes of the June 2, 2021 meeting. Mr. Hoffman **MOVED** that the HPC **APPROVE** the June 2, 2021 Minutes as written. Ms. Ballweber **SECONDED** the MOTION. The **MOTION** passed 5-0-1 with Mr. Davidson abstaining.

The HPC reviewed the Minutes of the June 16, 2021 meeting. Mr. Hoffman **MOVED** that the HPC **APPROVE** the June 16, 2021 Minutes as written. Ms. Thompson **SECONDED** the MOTION. The **MOTION** passed 5-0-1 with Mr. Davidson abstaining.

II) NEW BUSINESS

- a) *Public Hearing:*
CR# 21-04/DOE# 21-02 Henry Brandenburg Property Myersville, MD
Applicant is seeking to nominate the property to the County Register of Historic Places.

Applicant Presentation:

Scott Winnette and Anthony Moscato, Jr., Property Owners

Public Comment:

None

Ms. Ballweber **MOVED** that the HPC recommend the property for designation based on the designation criteria presented in the staff report. Mr. Hoffman **SECONDED** the MOTION. The **MOTION** passed unanimously.

- b) *Public Hearing:*
CR# 21-05 Adam Koogle House Middletown, MD
Applicant is seeking to nominate the property to the County Register of Historic Places.

Applicant Presentation:
Mark Lancaster, Property Owner

Public Comment:
None

Mr. Bastian **MOVED** that the HPC recommend the property for designation based on the designation criteria presented in the staff report. Mr. Lynch **SECONDED** the MOTION. The **MOTION** passed unanimously.

- c) BOA Case # B265250 Adam Koogle House Middletown, MD
Applicant was approved for a special exception to utilize the existing house for offices. The applicant is now seeking to add an addition to the rear of the house. Comments from the Commission on the proposed addition will be forwarded to the Board of Appeals.

Applicant Presentation:
Mark Lancaster, Property Owner
Michael Moran, Lancaster Builders

Staff presented the staff report to the Commission. The Commission discussion centered around the design of the proposed addition and concluded that the Commission was generally in favor of an expansion with the condition that the approval of the square footage and design would be made by the Commission and not by the Board of Appeals.

Mr. Lynch **MOVED** that the Commission send Chairman Baker to the Board of Appeals meeting when this case is presented to verbalize comments on behalf of the Commission regarding the proposed addition. Mr. Hoffman **SECONDED** the MOTION. The **MOTION** passed unanimously

- d) *Public Hearing:*
COA# 21-03 Smith's Store Roof Replacement Urbana, MD
Applicant was awarded a Rural Historic Preservation Grant to make repairs to the roof.

Applicant Presentation:
Applicant not present

Public Comment:
None

Mr. Bastian **MOVED** that the HPC approve the Certificate of Appropriateness as presented in the staff report with the condition that the flashing be installed in the historic manner. Mr. Davidson **SECONDED** the MOTION. Commission discussion ensued

regarding the roof termination at the eaves and rakes. Mr. Lynch **MOVED** to amend the MOTION to include the previous condition regarding the flashing and to also include that the new roof will properly terminate at the eaves and rakes and not terminate in the same fashion as the existing corrugated roofing. Mr. Bastian **SECONDED** the MOTION. Commission discussion about the finish of the roof. Mr. Hoffman **MOVED** to amend the MOTION to include the previous conditions regarding the flashing and roof termination and to also include the finish of the roof to have a matte finish and not gloss. Mr. Lynch **SECONDED** the MOTION. The **MOTION** passed unanimously as amended.

e) *Public Hearing:*

COA# 21-04

Smith's Store Brick Replacement

Urbana, MD

Applicant was awarded a Rural Historic Preservation Grant to replace missing and deteriorated bricks.

Applicant Presentation:

Applicant not present

Public Comment:

None

Commission discussion regarding the brick and mortar examples were needed. Mr. Davidson **MOVED** that the HPC continue the case to the September 1st meeting for the applicant to provide an example of the proposed brick and mortar. Commission discussion regarding the need for additional photographs as well. Mr. Hoffman **MOVED** to amend the MOTION to include the previous condition regarding the example brick and mortar and to include additional photographs. Mr. Davidson **SECONDED** the MOTION. The **MOTION** passed unanimously as amended.

f) *Public Hearing:*

COA# 21-05

Crown Rose Storm Windows/Doors

Knoxville, MD

Applicant was awarded a Rural Historic Preservation Grant to install storm windows and doors on the main house.

Applicant Presentation:

Tara Lehtonen, Property Owner

Public Comment:

None

Mr. Lynch **MOVED** that the HPC approve the Certificate of Appropriateness as presented in the staff report with the condition that Staff review the example storm at the subject property and be satisfied with the connection of the storm to the historic wood window and that all storm doors be full view doors. Mr. Hoffman **SECONDED** the MOTION. The **MOTION** passed unanimously.

- g) Rural Historic Preservation Grant Initial Disbursement Percentages (HPC Decision)
The Commission will determine the initial disbursement percentages for each grant awardee. Grant disbursement percentages will be determined for Linganore Farm, Crown Rose, and Smith's Store.

Staff presented a staff memo regarding various disbursement amounts. Ms. Ballweber **MOVED** that the HPC approve the initial disbursement of 1/3 or 33% of the Rural Historic Preservation grant award for Linganore Farm, Crown Rose, and Smith's Store. Mr. Bastian **SECONDED** the MOTION. The **MOTION** passed 5-1-0.

I) ADMINISTRATIVE BUSINESS

a) Admin Approval Updates:

- (i) Smith's Store (A-COA# 21-02) In-kind repairs/replacement to wood elements and reglaze several window
- (ii) Linganore Farm (A-COA# 21-03) In-kind repairs/replacement to elements of two story porch
- (iii) Linganore Farm (A-COA# 21-04) In-kind repairs to windows and reglaze windows with loose glazing
- (iv) Crown Rose (A-COA# 21-05) In-kind repairs to windows and shutters and replace broken window lites.

Staff presented a memo regarding the July administrative approvals for the above referenced properties.

Peace & Plenty Rural District Guidelines Update

Staff provided an updated on the development of the guidelines. An initial kickoff meeting of the subcommittee was held in early July and site visits by the consultant were completed in the middle of July. Additional subcommittee meetings are planned as we work through developing a draft to present to the Commission, the property owners, and the public.

Meeting Adjourned at 10:35 p.m.