



# HISTORIC PRESERVATION COMMISSION FREDERICK COUNTY, MARYLAND

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## FREDERICK COUNTY HISTORIC PRESERVATION COMMISSION

### MINUTES

October 2, 2019

7:00 PM

1st Floor Hearing Room, Winchester Hall

Members Present:

Gary Baker (Chair), Barbara Wyatt (Vice Chair), Bernard Callan, Joan Porter, Jack Lynch, Steven Pippin, Mary Thompson, Eytan Moked, Kai Hagen (Council Liaison)

Members Absent:

Tyler Bastian

Staff Present:

Amanda Whitmore

Guests:

Megan Klem, Preservation Officer, MHT

Chair Baker brought the meeting to order at approximately 7:03 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 following are summary minutes:

**I) APPROVAL OF MINUTES – September 4, 2019**

The HPC reviewed the Minutes of the September 4, 2109 Meeting. Mr. Callan **Moved** that the HPC **APPROVE** the September 4, 2019 Minutes as written. Mr. Moked **SECONDED** the MOTION. The **MOTION** passed unanimously.

**II) PRESENTATIONS**

- a) Ms. Megan Klem, Preservation Officer with Maryland Historical Trust, presented information to the commission regarding the *Secretary of the Interior's Standards for Rehabilitation* and how these standards are applied to tax credit projects.

**III) OLD BUSINESS**

- a) COA #19-01 Oakland/Crown Rose CR-16-10 1902 Jefferson Pike, Knoxville  
*Applicant has asked for an indefinite continuance*

The applicant has asked for an indefinite continuance for COA #19-01, a request to make the louvers on the barn operational and to install a vent on the roof of the barn, since they have had some scheduling and design concerns. Staff will seek to setup another meeting with the applicant, to include Chairman Baker, to assist in moving the application forward.

Mr. Callan **Moved** that the HPC give a continuance of up to sixty (60) days for COA #19-01. Mr. Moked **SECONDED** the MOTION. The MOTION passed unanimously.

#### **IV) NEW BUSINESS**

- a)** Updating Design Guidelines – Review and discussion of Calvert County’s Design Guidelines as a potential model

Ms. Wyatt stated that the Calvert County Design Guidelines were a good example but also mentioned that they were going through the process of updating their guidelines. Ms. Wyatt asked the Design Guidelines subcommittee if they would like to reconvene to discuss guidelines as well as possible guidelines for potential Conservation Districts. Ms. Wyatt indicated that she has drafted a document for the subcommittee to review.

- b)** Item added during meeting: Draft Archeological Ordinance

The archeological ordinance subcommittee provided a draft handout to the commission and asked for them to review and provide any comments back to the subcommittee. Members of the subcommittee are meeting with Staff on Friday, October 4, 2019 to discuss technical details within the draft.

#### **V) ADMINISTRATIVE BUSINESS**

- a)** Section 106 Reviews:

- (i)** MD 355 Bridge over Monocacy River, Frederick – Rehab or Replace Bridge (Comments needed by October 9)

MDOT State Highway Authority (SHA) is initiating Section 106 review for their proposed Project No. FR705B21, MD 355 over the Monocacy River Bridge. Staff presented the information provided in SHA’s letter to the HPC seeking concurrence with their Area of Potential Effects boundary, identified properties eligible or listed on the National Register of Historic Places, and that the abutments and pier of the bridge contribute to the Monocacy Battlefield.

Staff presented a draft letter concurring with SHA’s findings and concluding that the HPC looks forward to continuing with the Section 106 process as SHA assesses effects to the identified resources.

Discussion among the commissioners included adding to the draft letter that view sheds, landscapes, and potential for unknown archeological resources should also be encompassed as contributing resources that should be included in the APE as potentially being impacted by the project.

Additional discussion about adding language to the letter that encouraged SHA to retain the bridge was decided to not be included as the HPC will have opportunity to comment on the project as the next phases of the Section 106 process. Staff will confirm with SHA that HPC continues as a consultant on this project.

Ms. Wyatt **MOVED** that the HPC provide the letter to SHA with the discussed changes of adding views, landscapes, and unknown archeological sites as contributing resources to the letter. Mr. Pippen **SECONDED** the MOTION. The MOTION passed unanimously.

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

**a) REMINDERS –**

Staff reminded commissioners to provide their education training from federal fiscal years 2016, 2017, and 2018, if they had the records. This information is needed to complete the CLG reports for these years.

**Meeting adjourned at 9:31 PM.**