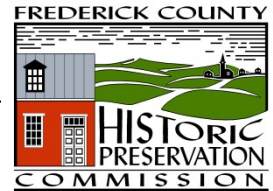




HISTORIC PRESERVATION COMMISSION FREDERICK COUNTY, MARYLAND

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



FREDERICK COUNTY HISTORIC PRESERVATION COMMISSION

MEETING MINUTES

September 7, 2022

7:00 PM

Virtual Meeting

Members Present:

Gary Baker (Chair), Mary Thompson (Vice-Chair),
Jack Lynch, Alec Davidson

Members Absent:

None

Staff Present:

Amanda Whitmore, Historic Preservation Planner
Beau Lockard, Historic Preservation
Planner Kathy Mitchell, Senior Assistant
County Attorney
Karen James, Administrative
Specialist

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

CALL TO ORDER

I) ROLL CALL

II) APPROVAL OF MINUTES – August 3, 2022

The HPC reviewed the Minutes of the August 3, 2022 meeting. Mr. Davidson MOVED that the HPC APPROVE the August 3, 2022 Minutes as written. Mr. Lynch SECONDED the MOTION. The MOTION passed 3-0.

Mr. Baker announced the passing of HPC member Blaine Hoffmann, expressed his sadness and thanked Mr. Hoffmann for his service to the HPC.

III) NEW BUSINESS

a) *Public Hearing:*

COA #22-10

Prosperity Mansion Farm

Keymar

Applicant is seeking approval of site plan to establish a wedding venue.

Staff Presentation by Ms. Whitmore



HISTORIC PRESERVATION COMMISSION FREDERICK COUNTY, MARYLAND

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



Public Comment: None

Applicant Deborah Donohue participated via Public Input; applicant representative Chris F. Gauss participated via WebEx.

Discussion included recommended driveway materials, signage and lighting. Questions about ADA compliance were discussed. Mr. Gauss provided answers. Ms. Donohue addressed the HPC members, stating that she is very interested in maintaining the historical integrity of the property and that she loves and respect historical properties. Discussion continued.

Mr. Lynch MOVED to CONDITIONALLY APPROVE COA # 22-10, including minimum driveway width of 16-feet for emergency access and turnaround. The tar and chip will be acceptable once administratively approved for color and look, the accessible parking areas can be concrete or brick for the parking and the walkways, temporary structures are fine because they are temporary and technically could be removed, signage will need to come back for a separate COA. Most of the changes are minor and far away from the historic structure and visibility would be low. With all the added conditions it won't substantially alter the features or landscape of the historic resource and it is compatible in character and would meet the Secretary of the Interior Standards for Rehabilitation numbers 1, 2 and 10. Ms. Thompson SECONDED the MOTION. The MOTION passed 3-0.

b) Rural Historic Preservation Grant Initial Disbursement Percentages HPC Decision

The Commission will determine the initial disbursement percentage for grant awardee Samuel Fleming House.

Staff Presentation by Mr. Lockard

Public Comment: None

Amounts based on 25%, 33% and 50% were presented. Staff recommended that 33% (\$16, 667.00) be the initial disbursement as this meets the initial deposit required by most contractors.

Mr. Davidson MOVED a 1/3 initial disbursement of \$16,667.00 for Samuel Fleming House. Mr. Lynch SECONDED the MOTION. The MOTION passed 3-0.

IV) ADMINISTRATIVE BUSINESS

a) Subcommittee Ordinance Update and Recommendations

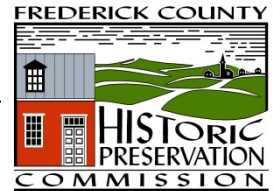
Staff Presentation by Mr. Lockard

HPC members discussed the recommendation list, stating it was a good review.
Minutes of September 7, 2022



HISTORIC PRESERVATION COMMISSION FREDERICK COUNTY, MARYLAND

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



Mr. Davidson brought up the subject of handling a situation with a property owner who wants to be de-listed. This was followed by much discussion, including the long-lasting benefits they have received.

Additional discussion included the number of members and alternates on the HPC. The consensus was to keep the number of members at 11. The HPC continues to seek additional members. Mr. Lynch suggested they need to do a better job of positive publicity of the Commission and its work and listed many of its successes.

Mr. Lockard said they would take the notes from the subcommittee and this evening's meeting to share to the consultant. They will continue their review as the process moves on.

- b) County Executive request for suggestions for the County's legislative package for the 2023 General Assembly session

Staff Presentation by Mr. Lockard

Mr. Davidson said he would support most of the suggestions, there were a few he would consider to strike. Ms. Mitchell was asked the best way to handle this; suggestion made to put them in order based on the HPC's opinions. If everyone agrees that a suggestion is not appropriate, or they don't want to consider it, it may be removed.

Mr. Lynch said the suggestions show what they are supporting, and is also a wish list and hope for more. He further said he would like to see the non-capital grants increased. Members continued the discussion, naming items they would move further to the top of the list.

- c) Administrative approval update

Staff Presentation by Ms. Whitmore

Staff reviewed and approved two administrative Certificate of Appropriateness applications, one for the Elisha Beall House (CR #99-01) and one for the Samuel Fleming House (CR #21-03).

Mr. Baker had a question about the entrance way of the Elisha Beall House. Mr. Lockard explained the work being done on the entrance way.

- d) FY 2023 Commission Training and CLG Grant

Staff Presentation by Ms. Whitmore

Public Comment: None

Ms. Whitmore announced that they have a certified local government grant for
Minutes of September 7, 2022



HISTORIC PRESERVATION COMMISSION FREDERICK COUNTY, MARYLAND

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



educational training in the amount of \$1,500 and asked HPC members how they think they should best spend that money. Commission members are required to attend one annual educational training a year. One suggestion was to use a portion of the funds to cover everyone's registration for the Past Forward National Preservation Conference in November. Camp training was also discussed with members expressing an interest. Commission members preferred to use the money towards NAPC Camp training.

Ms. Whitmore announced additional training opportunities available and will continue to investigate training.

V) ANNOUNCEMENTS/REMINDERS

None

VI) ADJOURN

Meeting adjourned at 8:49 p.m.

Upcoming Meetings: Oct. 5
Nov. 2
Dec. 7