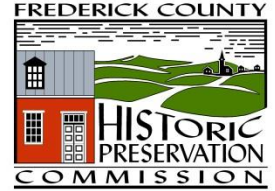




## HISTORIC PRESERVATION COMMISSION FREDERICK COUNTY, MARYLAND

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



### FREDERICK COUNTY HISTORIC PRESERVATION COMMISSION

## MEETING MINUTES

September 6, 2023

6:30 PM

Virtual Meeting

Members Present: Mary Thompson (Chair), Jack Lynch, Jonathan Burns

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

Ms. Thompson brought the meeting to order at 6:30 PM and declared that a quorum was present. The following are summary minutes:

#### I) ROLL CALL

#### II) APPROVAL OF MINUTES – August 9, 2023

The HPC reviewed the Minutes of the August 9, 2023 meeting. Mr. Burns MOVED that the HPC APPROVE the August 9, 2023 Minutes as written. Mr. Lynch SECONDED the MOTION. The MOTION passed 2-0-0-0.

#### III) NEW BUSINESS

- a) *Public Hearing:*  
COA # 23-05 Hoke House  
Thurmont

Applicant is seeking approval for partial demolition of non-contributing addition and removal of vinyl siding. **COMMISSION DECISION** (Beau)

Staff Presentation: Mr. Lockard

Applicant Elizabeth Comer, representing Catoctin Furnace Historic Society, was present.

There was little discussion following the presentation. Mr. Lynch commented that it is

straightforward, and nice to see someone wanting to remove things and go back to the original historic structure. Mr. Burns agreed. Ms. Comer provided additional information about the house and area surrounding the house.

Public Comment: None

Mr. Lynch MOVED The Historic Preservation Commission APPROVE COA # 23-05 for the removal of the non-contributing kitchen addition and non-historic siding on the Hoke House at Catoctin Furnace. Mr. Burns SECONDED the MOTION. The MOTION passed 2-0-0-0.

#### **IV) ADJOURN INTO CLOSED SESSION**

- a) Closed Session under Maryland Code, General Provisions Article, § 3-305 (b) (1): To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals.

Topic – To discuss historic preservation commission candidate.

Ms. Thompson asked if there was a motion to close the meeting, then reopen the public meeting after the closed meeting is closed. Mr. Burns MOVED to close the meeting. Mr. Lynch SECONDED the motion. There was no PUBLIC COMMENT and no OBJECTION to closing the meeting. The MOTION passed 2-0-0-0.

Adjourned to Closed Session at 6:46 p.m.

#### **V) RECONVENE OPEN SESSION**

Meeting resumed at 7:11 p.m. Ms. Thompson declared the meeting back into an open session and that a quorum was present.

#### **VI) ADMINISTRATIVE BUSINESS**

- a) Decision for potential candidate to the HPC **COMMISSION DECISION** (Beau)

Tabled until the next meeting on September 14, 2013.

- b) Legislative Suggestions **COMMISSION DISCUSSION** (Beau)

County Executive Fitzwater reached out to the Historic Preservation Commission seeking ideas and suggestions for Frederick County's legislative package for the 2024 General Assembly Session. Suggestions are to be provided by Sept. 13 and all suggestions for legislation will be reviewed and considered at a public meeting in October before specific bills are drafted.

Staff provided suggestions to be considered by the HPC including funding of grant programs. Members offered additional suggestions. Mr. Lynch said it would be good if members attend subcommittee meetings in Annapolis where something is

changing and offer support or speak to [regarding historic preservation and legislation]. The Barn Preservation Fund was also discussed.

Suggestions may be sent to Mr. Lockard by Sept. 11 to be included in the letter due to the County Executive by Sept. 13.

- c) Review Updated County Register Nomination Form and Certificate of Appropriateness Application **COMMISSION DISCUSSION** (Amanda)

Tabled to a future meeting due to time restrictions.

## VII) ADJOURN:

Meeting adjourned at 7:23 p.m.

### **2023 Meeting Schedule:**

*All meetings held at 6:30 p.m.  
virtually unless otherwise  
advertised*

Sept. 14  
Oct. TBD  
Nov. 1  
Dec. 6