



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

November 1, 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 – October 16, 2023

The HPC reviewed the Minutes of the October 16, 2023 meeting. Mr. Burns MOVED that the HPC APPROVE the October 16, 2023 Minutes as written. Mr. Lynch SECONDED the MOTION. The MOTION passed 2-0-0-0.

III) PUBLIC HEARING SWEARING IN – Those who were planning to give testimony during the meeting, were sworn in by Ms. Thompson.

IV) NEW BUSINESS

a) Recommendation for Draft Historic Preservation Ordinance **COMMISSION DECISION**

Ms. Whitmore reviewed the most recent approved draft of the ordinance. There had been no changes since the recent workshop. She and Mr. Lockard suggested additional edits to the draft. These involved the demolition applicability section, the archeology applicability section and the cemetery applicability section adding that these sections do not apply to previously approved plans that have already gone through the Planning Commission. Also, the archeology and demolition section change from zoning map amendments to zoning map amendment applications and floating zone reclassification amendment applications. This was followed by discussion among HPC members and staff. Members asked to clarify

some of the language so that it is crystal-clear. Ms. Whitmore said staff could work with Ms. Mitchell on the language. Mr. Lynch suggested in some areas, particularly membership, that the language used is rather "old style." Discussion continued regarding membership restrictions. Ms. Mitchell confirmed that she would work with staff and the wording.

Members and staff then reviewed questions and comments received during the open houses.

Public Comment: 0

Mr. Lynch MOVED to RECOMMEND the draft Historic Preservation Ordinance, with minor edits as discussed with staff this evening, be forwarded to the Planning Commission and County Executive. Mr. Burns SECONDED the MOTION. Mr. Lockard pointed out that it would be forwarded to the County Council. Mr. Lynch AMMENDED his MOTION to say County Council. The MOTION passed 2-0-0-0.

b) Public Hearing:

DOE #23-04

Libertytown Academy

Libertytown

Applicant is seeking a determination of eligibility for listing to the County Register.

COMMISSION DECISION (*Amanda*)

Staff presentation: Ms. Whitmore

Applicant Lisa Kokal was present at the meeting. She spoke about the property and her strong feelings about preservation. She also responded to questions from HPC members.

Public Comment: 0

Mr. Burns MOVED to RECOMMEND DOE #23-04, the Liberty Female Seminary be determined eligible for designation to the Frederick County Register of Historic Places pursuant to Criterion 6B(1A) and 6B(2A) as described in Section 1-23-6B of the County Code. Mr. Lynch SECONDED the MOTION. The MOTION passed 2-0-0-0.

V) ADMINISTRATIVE BUSINESS

a) Administrative Updates for October INFORMATION (*Beau*)

Staff presentation: Mr. Lockard

The Stevens House administrative Certificate of Appropriateness application was filed on August 14, 2023, and accepted as complete on October 3, 2023, to repair window glass, in-kind replacement of rotten wood on the porches and window sills, and repair of storm windows and doors. Staff found that the proposed work will not destroy historic materials that characterize the property, is in keeping with the Secretary of the Interior's Standards for Rehabilitation, is minimal in nature, and will not affect historic, archeological, or architectural significance. Staff approved the Stevens House application on October 6, 2023 (A-COA #23-12).

VI) ADJOURN

Upcoming training opportunities were discussed.

Meeting adjourned at 7:32 p.m.

Upcoming Meetings: Dec. 6, Jan. 3, Feb. 7

Approved