



## HISTORIC PRESERVATION COMMISSION FREDERICK COUNTY, MARYLAND

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### FREDERICK COUNTY HISTORIC PRESERVATION COMMISSION

## MEETING MINUTES

February 7, 2024

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 – December 6, 2023 and Closed Session Minutes January 18, 2024

The HPC reviewed the Minutes of the December 6, 2023 meeting. Mr. Burns MOVED that the HPC APPROVE the December 6, 2023 Minutes as written. Mr. Lynch SECONDED the MOTION. The MOTION passed 2-0-0-0.

The HPC reviewed the MINUTES of the January 18, 2024 Closed Session. Mr. Burns MOVED that the HPC APPROVE the January 18, 2024 Closed Session as written. Mr. Lynch SECONDED the MOTION. The MOTION passed 2-0-0-0.

#### III) NEW BUSINESS

##### a) Rural Historic Preservation Grant Application Rankings

##### COMMISSION DECISION

Staff Presentation: Amanda Whitmore

The HPC reviewed applications on Thursday, January 18, 2024 in a closed session, and recommended releasing the rankings and award amounts for final approval at the February meeting. Staff recommended approving the rankings awards for further review and decision by the County Executive.

Mr. Lynch MOVED that the HPC send the recommended rankings and award amounts to the County Executive. Mr. Burns SECONDED the MOTION. The MOTION passed 2-0-0-0.

Public Comment: 0

#### **IV) ADMINISTRATIVE BUSINESS**

##### **a) Administrative Updates for December**

##### **INFORMATION**

Ms. Whitmore reported on the William Draper farm where there is in-kind replacement and repairs to the bank barn, resetting of loose stones, repointing with mortar matching as in-kind as possible and then replacing or repairing some of the wood siding on the barn and the beams. The Certificate of Appropriateness application was submitted on October 26, 2023 and the application was deemed complete on October 27, 2023. Staff found that the proposed work is in keeping with the Secretary of the Interior's Standards for Rehabilitation #6.

##### **b) Recovering Identity Phase II Project Update**

##### **INFORMATION**

Mr. Lockard reported that there are now 10 completed oral history interviews. A GIS public input site for African American historic resources within the county has been launched. A consultant is currently working on the historic overview of African American history within Frederick County. A draft may be complete late spring or early summer. There will be a public meeting to get public input on the historic overview and specific themes. Staff are working with Frederick County Community College to complete oral history interviews.

Ms. Whitmore added Phase I (looking at Northern Frederick County historic context for African American history and identifying document sites) is basically complete. There will be a final forum on April 27, 2024 at Thurmont's Regional Library.

Mr. Lockard announced the Historic Preservation Ordinance was introduced at the February 6, 2024 County Council meeting and is open for public comments until February 27, 2024.

##### **c) Certified Local Government Grant Project Updates**

###### **(i) George Markell Farmstead Historic Structures Report**

##### **INFORMATION**

Ms. Whitmore said for 2023-2024 a funding request was made for the George Markell House for a consultant to visit. The architect group working on the project visited in January, looking at the farmhouse, materials and how things were put together. There will be another visit in March to document outbuildings located on the property, with a draft report available in May and finalized in June.

###### **(ii) Education and Training Grant Training Selection**

##### **DECISION**

Mr. Lockard provided the training options available. Last year HPC members participated in community outreach, design review, meeting procedures and role of the commission. Selections for this year by the NAPC CAMP training program were provided with recommendations for alternative materials,

preservation planning, resources of the recent past, and preservation incentives and benefits. Also available are workshops by MAHDC on sustainability for historic preservation commissions, modernism for Maryland's historic preservation commissions and archeology for Maryland's historic district commissions. An additional opportunity is the National Park Service webinar on the update of the Preservation Brief 16 on the use of substitute materials on Historic building exteriors. This event does not count toward the CLG educational requirement.

Following discussion by HPC members and staff, it was decided to pursue trainings in the following order based on funding for training: alternative materials, modernism for Maryland's historic preservation commissions, and preservation planning. Prices and funding for training was further discussed.

Ms. Thompson announced an upcoming CLD training to be hosted by Washington County. Mr. Lockard will provide additional details.

Ms. Whitmore announced the NAPC forum will be held in Florida this summer.

The Historic Sites Consortium will present their Master docent program on February 24, 2024. Ms. Whitmore will provide additional details.

#### **V) ADJOURN**

Meeting adjourned at 6:57 p.m.

**Upcoming Meetings:** March 6  
April 3  
May 1