

**HISTORIC PRESERVATION COMMISSION
HEARING MINUTES
JULY 11, 2013**

Commissioners

Scott Winnette, Chairman
Robert Jones, Vice Chairman (not present)
Stephen Parnes
Tim Wesolek
Michael Simons
Brian Dylus

Aldermanic Representative

Michael O'Connor

Staff

Lisa Mroszczyk Murphy, Historic Preservation Planner
Christina Martinkosky, Historic Preservation Planner
Scott Waxter, Assistant City Attorney
Matt Davis, Manager of Comprehensive Planning
Shannon Pyles, HPC Administrative Assistant

I. Call to Order

Mr. Winnette called the meeting to order at 6:00 P.M. He stated that the technical qualifications of the Commission and the staff are on file with the City of Frederick and are made a part of each and every case before the Commission. He also noted that the Frederick City Historic Preservation Commission uses the Guidelines adopted by the Mayor and Board of Aldermen and the Secretary of the Interior's Standards for Rehabilitation published by the U. S. Department of the Interior, National Park Service, and these Guidelines are made a part of each and every case. All cases were duly advertised in the Frederick News Post in accordance with Section 301 of the Land Management Code.

II. Public Hearing – Swearing In

“Do you solemnly swear or affirm that the responses given and statements made in this hearing before the Historic Preservation Commission will be the whole truth and nothing but the truth? If so, answer “I do.”

III. Announcements

There were no announcements.

IV. Approval of Minutes

1. June 27, 2013 Hearing/Workshop Minutes

Vote: 4 - 0

V. HPC Business

- 2. Administrative Approval Report**
- 3. Code Enforcement Report**
- 4. Vote on Revisions to the Rules of Procedure and Regulations of the Historic Preservation Commission**

Discussion

Mr. Waxter stated that the changes that were made seem to reflect what the goals of the Commission were and the only thing that may become an issue is the fact the this Commission currently has a membership of 5 to 7 and not a set number there may be a need for changes in the future if the Commission is changed to a set number of members.

Motion: Scott Winnette moved to approve the amendments as presented to the Rules of Procedures and Regulations of the Historic Preservation Commission.

Second: Timothy Wesolek

Vote: 4 - 0

5. Election of Officers

The election of officers was moved to the July 25, 2013 meeting since not all Commissioners were present.

VI. Consent Items

a. Cases to be Approved

6. HPC13-294 50 Citizens Way Sam Shahrooz
Replace windows in units #504 and 506
Lisa Mroszczyk Murphy

7. HPC13-448 50 Citizens Way Sassan Shaool
Replace windows in units #502 and 505
Lisa Mroszczyk Murphy

Vote: 4 - 0

b. Cases to be Continued

VII. Cases to be Heard

6/6 all wood or aluminum clad, the fourth 1/1 all wood or aluminum clad or an alternate design that shall be submitted for staff approval and the fifth 6/6 all wood or aluminum clad; and

- No other windows shall be replaced.

Mr. Winnette also moved to approve the removal of the pressure-treated stair and landing for it is a non-historic and an incompatible feature and the door will be kept but not operable and the removal of the areaway on the north side of the building and repair work behind with the condition that any repointing is done using proper lime-based mortar and approval for the steel door because of the industrial nature of the building and a steel door currently exists.

Second: Stephen Parnes
Vote: 5 - 0

13. HPC13-349 **232 E. 7th Street**
Construct new single family home (Level I Review)
Lisa Mroszczyk Murphy

Shawn Putnam
Brian Burdette, agent

Ms. Murphy entered the entire staff report into the record.

Motion: **Brian Dylus moved to approve the Level 1 process for the drawing set dated 6-14-2013 because the location, footprint, massing, height, setback, scale, façade, roof form, materials and plot plan are consistent with the criteria established in the *Frederick Town Historic District Design Guidelines.***

Second: Timothy Wesolek
Vote: 5 - 0

The meeting was adjourned at approximately 7:20 PM.

Respectfully Submitted,

Shannon Pyles,
Administrative Assistant