

**HISTORIC PRESERVATION COMMISSION  
HEARING MINUTES  
SEPTEMBER 11, 2014**

**Commissioners**

Scott Winnette, Chairman (not present)  
Robert Jones, Vice Chairman  
Stephen Parnes  
Tim Wesolek  
Michael Simons  
Rebecca Cybularz  
Chase Tydings, Alternate (not present)

**Aldermanic Representative**

Donna Kuzemchak

**Staff**

Lisa Mroszczyk Murphy, Historic Preservation Planner  
Christina Martinkosky, Historic Preservation Planner (not present)  
Scott Waxter, Assistant City Attorney  
Matt Davis, Manager of Comprehensive Planning  
Shannon Pyles, HPC Administrative Assistant

**I. Call to Order**

Mr. Jones 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.

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**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.”*

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**III. Announcements**

There were no announcements.

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**IV. Approval of Minutes**

1. August 28, 2014 Hearing/Workshop Minutes

Motion: Timothy Wesolek moved to approve the August 28, 2014 hearing and workshop minutes as written.  
Second: Stephen Parnes  
Vote: 5 - 0

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V. HPC Business

- 2. Administrative Approval Report
  - 3. Code Enforcement Report
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VI. Consent Items

There were no consent agenda items.

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VII. Cases to be Heard

4. HPC14-675                      43 E. 5<sup>th</sup> Street                      Sarah Thiel Butner  
Add shed dormer at rear, rebuild existing addition, extend roof, raise roof, install fiberglass door  
*Lisa Mroszczyk Murphy*

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

Motion: Robert Jones moved to approve items 1-3 as outlined in the project description section of the staff report to be in accordance with the drawings stamped “Received August 29, 2014” because it doesn’t detract from the streetscape, the surrounding historic properties will not be compromised, and the historic resource being altered will not affect its contributing status in reference to pg. 17 of the Frederick Town Historic District Design Guidelines and in addition including the following materials for approval:

- Wood Ultimate Glider Window by Marvin
- James Hardie HardiePlank smooth lap siding for the trim rake board as well
- Roofing to match previously approved galvalume standing seam metal with a 1” tall seam and 18” wide panels.

Second: Stephen Parnes  
Vote: 5 – 0

Motion: Robert Jones moved to deny the request to install a fiberglass door because it is not consistent with the Guidelines in reference to pg. 74-75 of the Frederick Town Historic District Design Guidelines.

Second: Stephen Parnes  
Vote: 5 - 0

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5. HPC14-676                      41 E. 5<sup>th</sup> Street                      Sarah Thiel Butner

Raise roof, extend roof, install fiberglass door  
*Lisa Mroszczyk Murphy*

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

**Motion:** Robert Jones moved to approve items 1 & 2 as outlined in the project description section of the staff report in accordance with the north/rear elevation drawing.  
**Second:** Timothy Wesolek  
**Vote:** 5 - 0

**Motion:** Robert Jones moved to deny the request to install a fiberglass door because it is inconsistent with the Guidelines as outlined pg. 74-75 of the Frederick Town Historic District Design Guidelines.  
**Second:** Timothy Wesolek  
**Vote:** 5 - 0

The meeting was adjourned at approximately 6:30 PM.

Respectfully Submitted,

Shannon Pyles,  
Administrative Assistant