

**HISTORIC PRESERVATION COMMISSION
HEARING MINUTES
JUNE 11, 2015**

Commissioners

Scott Winnette, Chairman
Stephen Parnes, Vice Chairman
Dan Lawton
Michael Simons (not present)
Rebecca Cybularz
Carrie Albee
Chase Tydings, Alternate

Aldermanic Representative

Donna Kuzemchak (not present)

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

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.

I. 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.”

II. Announcements

There were no announcements.

III. Approval of Minutes

1. May 28, 2015 Hearing/Workshop Minutes

Motion: Scott Winnette moved to approve the May 28, 2015 hearing and workshop minutes as written.
Second: Stephen Parnes
Vote: 6 - 0

IV. HPC Business

2. Administrative Approval Report
3. Code Enforcement Report
4. Election of Vice-Chairman

Motion: Scott Winnette moved to elect Stephen Parnes to be the Vice Chairman.
Second: Chase Tydings
Vote: 6 - 0

5. Review of a Request from the Designation Committee

Motion: Scott Winnette moved to make an application for Historic Overlay for the following properties the Frederick City Packing Company on Commerce Street, the Ox Fiber Brush Company at 400 E. Church Street, Schley House at 423 E. Patrick Street, and Union Mills at 332-340 E. Patrick Street.
Second: Dan Lawton
Vote: 6 - 0

V. Consent Items

6. HPC15-376 50 Citizens Way, #605 Jim Schaeffer
Replace windows with operable windows
Lisa Mroszczyk Murphy

Motion: Scott Winnete moved to approve the consent agenda.
Second: Chase Tydings
Vote: 6 - 0

VI. Continuances

7. HPC15-381 47 S. Carroll Street Goodloe & Jane Byron
This applicant is requesting a continuance to the June 25, 2015 hearing
Lisa Mroszczyk Murphy

Motion: Scott Winnette moved to continue 47 S. Carroll Street to the June 25, 2015 hearing.
Second: Rebecca Cybularz
Vote: 6 - 0

VII. Cases to be Heard

8. HPC15-382 **20 W. Patrick Street** **City of Frederick**
Amendments to previous approval **Michael Proffitt, agent**
Lisa Mroszczyk Murphy

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

Motion: Scott Winnette moved to approve the revision to the roof top unit locations, allow that the HVAC unit screens be removed from the previously approved and that all of the work be done in accordance with drawing A1-1 stamped "Received May 21, 2015."
Second: Rebecca Cybularz
Vote: 6 - 0

9. HPC15-377 **101 N. Bentz Street** **City of Frederick**
Demolish fountain **Roelkey Myers, agent**
Christina Martinkosky

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

Motion: Carrie Albee moved to find the fountain to a contributing element to the historic district.
Second: Chase Tydings
Vote: 6 - 0

10. HPC15-383 **North Pointe** **Housing Authority of City of Frederick**
Amendments to previous approval
Lisa Mroszczyk Murphy

Motion: Rebecca Cybularz moved to approve the application to modify the window height from 80 inches to 94 inches on the first floor and add transoms over all entry doors on all lots identified in the site plan stamped "Received May 21, 2015" and according to elevations supplied in the application including the elevations supplied labeled "North Pointe Lots 60-61, Revised 6/11/2015."
Second: Stephen Parnes
Vote: 6 - 0

The meeting was adjourned at approximately 6:30 PM.

Respectfully Submitted,

Shannon Pyles
Administrative Assistant

APPROVED 6/25/2015