

**HISTORIC PRESERVATION COMMISSION
HEARING MINUTES
MARCH 24, 2016**

Commissioners

Scott Winnette, Chairman (not present)
Stephen Parnes, Vice Chairman
Dan Lawton
Michael Simons (not present)
Rebecca Cybularz
Carrie Albee
Alan Miner
Matthew Bonin, 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. Parnes 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

Ms. Murphy announced that the application for the Historic Preservation Awards and the Property Tax Credits are both due on April 1, 2016.

She also announced that the application HPC15-947 located at 12-16 W. Patrick Street could not be heard because the public notice sign was not posted as required.

III. Approval of Minutes

1. March 10, 2016 Hearing/Workshop Minutes

Motion: Stephen Parnes moved to approve the March 10, 2016 hearing and workshop minutes as written.
Second: Rebecca Cybularz
Vote: 6 - 0

IV. HPC Business

2. Review and Approval of a Letter Regarding Section 106 Review – Outdoor Distributed Antenna System

Motion: Stephen Parnes moved to approve this letter to be sent.
Second: Rebecca Cybularz
Vote: 6 - 0

3. Request for Demolition Review – 1715 Bowman Farm Road

Motion: Dan Lawton moved to not pursue designation of the structure as it does not meet the City's criteria for designation.
Second: Rebecca Cybularz
Vote: 4 – 2, Matthew Bonin and Carrie Albee opposed

4. Request for Demolition Review – Schley Farm (801 East Church Street)

Motion: Alan Miner moved to not pursue an application for designation of these structures.
Second: Rebecca Cybularz
Vote: 6 - 0

5. Request for Demolition Review – 1724 N. Market Street

Motion: Carrie Albee moved to make an application to designate Structures C and D which is consistent with the staff recommendation except with the addition of Structure D, the outbuilding which is closely associated with the house.

Second: Rebecca Cybularz
Vote: 6 - 0

Motion: Rebecca Cybularz moved to not make an application for the remaining structures on the property, Structures A and B.

Second: Alan Miner
Vote: 6 - 0

Motion: Carrie Albee moved to deny the applicant's request to install 2 television signs because the Guidelines require that the lettering and graphics be painted, applied or carved to the background of the primary materials and because signs with moving or lighted characters are not allowed consistent with the staff report recommendation.

Second: Rebecca Cybularz

Vote: 4 – 1, Stephen Parnes opposed & Dan Lawton recused

13. HPC16-121 **35 S. Carroll Street** **Ideal Associates Limited Partnership**
Install exterior structural plates **Sandra Izer, agent**
Lisa Mroszczyk Murphy

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

Motion: Rebecca Cybularz moved to approve the application to install 36 plates on the exterior of the building to be painted or coated to either match the underlying wall or black as shown in the rendering and to approve the installation of vents in the window in between 1 to 4 panes as their installation will not compromise the integrity of the streetscape or the surrounding historic properties and it will not alter the building and render it non-contributing.

Second: Alan Miner

Vote: 6 - 0

14. HPC16-146 **18 E. 6th Street** **520 N. Market Apartments**
Demolish concrete block structure **Bruce Zavos, agent**
Lisa Mroszczyk Murphy

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

Motion: Rebecca Cybularz moved to find the structure to be non-contributing to the historic district.

Second: Carrie Albee

Vote: 6 - 0

Motion: Rebecca Cybularz moved to approve the demolition of the non-contributing structure subject to an approved replacement plan and permit application for the replacement plan.

Second: Alan Miner

Vote: 6 - 0

15. HPC16-151 **224 E. 5th Street** **Struction, LLC**
Replace HVAC unit & egress window at rear porch
Lisa Mroszczyk Murphy

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

Motion: Alan Miner moved to approve the application for the window well and vinyl replacement window because it is below grade and does not compromise the historic streetscape in accordance with the staff recommendation.

Second: Carrie Albee

Vote: 6 - 0

16. HPC16-152 **226 E. 5th Street** **Struction, LLC**
Install HVAC unit & egress window at rear porch
Lisa Mroszczyk Murphy

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

Motion: Alan Miner moved to approve the installation of an egress window and window well with grate and the heat pump as submitted and as recommended for approval by staff.

Second: Carrie Albee

Vote: 6 - 0

The meeting was adjourned at approximately 7:40 PM.

Respectfully Submitted,

Shannon Pyles
Administrative Assistant