

**HISTORIC PRESERVATION COMMISSION
HEARING MINUTES
OCTOBER 12, 2017**

Commissioners

Dan Lawton, Chairman
Carrie Albee, Vice Chairman
Alan Miner
Stephen Parnes
Peter Regan (not present)
Matthew Bonin
Jessica Underwood
Stacey Streett, Alternate

Aldermanic Representative

Donna Kuzemchak

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, Administrative Assistant

Call to Order:

Mr. Lawton 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 we received a written request from the applicant for HPC17-695 located at 526 N. Market Street to withdraw the application because they are now going to repair the doors.

Ms. Martinkosky announced that we received a request for a continuance for HPC17-779 located at 618 N. Bentz Street.

III. Approval of Minutes:

1. September 28, 2017 Hearing/Workshop Minutes

Motion: Dan Lawton moved to approve the September 28, 2017 hearing and workshop minutes as written.
Second: Stephen Parnes
Vote: 7 – 0

IV. HPC Business:

2. Administrative Approval Report
3. Code Enforcement Report
4. Review and Approval of 2018 Historic Preservation Commission Schedule

Motion: Dan Lawton moved to approve the Historic Preservation Commission schedule for 2018 as written.
Second: Jessica Underwood
Vote: 7 – 0

5. Request for Demolition Review – Garage at 317 W. 7th Street

Motion: Alan Miner moved to not pursue designation as the structure would not individually meet the City's criteria for designation.
Second: Matthew Bonin
Vote: 6 – 0, Carrie Albee recused

V. Consent Items:

- | | | |
|---|---------------------------|--|
| 6. HPC17-781
Alterations to roof top deck
<i>Lisa Mroszczyk Murphy</i> | 50 N. Bentz Street | Erik Przygocki & Brenna Halliday
Lisa Ausherman, agent |
|---|---------------------------|--|

Motion: Dan Lawton moved to approve the consent agenda which consists of HPC17-781 located at 50 N. Bentz Street.
Second: Stacey Streett
Vote: 6 – 0, Carrie Albee recused

VI. Continuances

There were no continuances.

VII. Cases to be Heard

Second: Stephen Parnes
Vote: 6 – 0, Carrie Albee recused

12. HPC17-778 **103 S. Carroll Street** **JEB & DPB, LLC**
Install sign and awning **Lydia Baker, agent**
Christina Martinkosky

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

Motion: Stephen Parnes moved to approve this application with the condition that the awning feature a loose valance and that revised product information showing a metal frame that allows for the loose valance be submitted to staff for final review and approval.

Second: Alan Miner
Vote: 6 – 0, Carrie Albee recused

12. HPC17-779 **618 N. Bentz Street** **Benjamin Reddington**
Replace railing and posts with composite material
Christina Martinkosky

Ms. Martinkosky announced that the applicant requested a continuance to the October 26, 2017 hearing.

Motion: Dan Lawton moved to continue this case to the October 26, 2017 hearing.

Second: Alan Miner
Vote: 6 – 0, Carrie Albee recused

VIII. Citizen Comment

There was no citizen comment.

The meeting was adjourned at approximately 7:00 PM.

Respectfully Submitted,

Shannon Pyles
Administrative Assistant