

**HISTORIC PRESERVATION COMMISSION
HEARING MINUTES
MARCH 8, 2018**

Commissioners

Dan Lawton, Chairman
Carrie Albee, Vice Chairman (not present)
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 the nomination forms for the 2018 Historic Preservation Awards are due March 30, 2018 and they are available online or in the Planning Department. She also announced that on March 29, 2018 there will be a window workshop starting at 7:00 PM at the Municipal Office Annex and

more information about is will be available soon. She announced that the Tax Credit applications are due at the end of the day on April 1, 2018 and those forms are available online and it will be for work completed in 2017.

Ms. Martinkosky announced that staff will be hosting an event highlighting local archeology project on April 17, 2018 and it will take place the C. Burr Artz Library at 7:00 and look for more information.

III. Approval of Minutes:

1. February 22, 2018 Hearing/Workshop Minutes

Motion: Dan Lawton moved to approve the February 22, 2018 hearing and workshop minutes as written.

Second: Jessica Underwood

Vote: 6 – 0

IV. HPC Business:

2. Administrative Approval Report

3. Request for Demolition Review – 510 S. Market Street, Garage

Motion: Matthew Bonin moved to not seek designation owing to the fact that it would not meet the City’s criteria for designation.

Second: Stephen Parnes

Vote: 6 – 0

V. Consent Items:

4. HPC18-129	107 E. Patrick Street	BJH Inc.
Install awning		Betty Wenthold, agent
<i>Lisa Mroszczyk Murphy</i>		

Motion: Stephen Parnes moved to approve the consent agenda including HPC18-129 located at 107 E. Patrick Street.

Second: Alan Miner

Vote: 6 – 0

VI. Continuances

There were no continuances.

VII. Cases to be Heard

5. HPC18-09	104 E. 2nd Street	Jeremy Kelley
Demolish roof on rear block		Rod McNiff, agent
<i>Christina Martinkosky</i>		

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

- Motion:** Alan Miner moved to approve the application with the following conditions:
- New windows at the rear shall be limited to the following:
 - The two lower sashes on the windows on the rear west block of the main building; and
 - The non-historic window in the altered opening of the first floor of the ell.
 - New door at the rear of the building shall be a traditional style half-light with vertical panels or if the applicant prefers a four or six panel solid door.
 - The frames for the existing windows can be repaired and replaced as necessary due to the condition and the sills can be repaired or replaced.
- Second:** Stacey Streett
Vote: 4 – 2, Matthew Bonin & Jessica Underwood opposed
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VIII. Citizen Comment

Matthew Azrael, resident at 419 S. Market Street, stated that he does not understand the basis for the Commission's decision and he did not understand what facts they relied on for 421 & 423 S. Market Street. He added that he felt the Commission has to get better at articulating why they make certain decisions.

The meeting was adjourned at approximately 7:27 PM.

Respectfully Submitted,

Shannon Pyles
Administrative Assistant