

**HISTORIC PRESERVATION COMMISSION  
HEARING MINUTES  
SEPTEMBER 13, 2018**

**Commissioners**

Matthew Bonin, Chairman  
Stephen Parnes, Vice Chairman  
Peter Regan  
Jessica Underwood (not present)  
Philip Bailey  
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. 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.

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**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.”*

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**II. Announcements**

There were no announcements from staff or commissioners.

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**III. Approval of Minutes**

**1. August 23, 2018 Hearing/Workshop Minutes**

**Motion:** Stephen Parnes moved to approve the August 23, 2018 hearing and workshop minutes as written.  
**Second:** Peter Regan  
**Vote:** 5 – 0

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**IV. HPC Business**

- 2. Administrative Approval Report**
- 3. Election of Chairman**

**Motion:** Stephen Parnes moved to elect Matthew Bonin as the Chairman of the Historic Preservation Commission.  
**Vote:** 5 – 0

- 4. Draft Amendments to the Frederick Town Historic District Design Guidelines:  
The Historic Preservation Commission is Requesting Public Comment on the Final Draft of the Amended Design Guidelines**

There was no public comment.

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**V. Consent Items**

There were no consent items.

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**VI. Continuances:**

There were no continuances.

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**VII. Cases to be Heard**

- 5. HPC18-692                                      126 S. Carroll Street                                      Housing Auth. of City of Frederick**  
Amendments to Level 2 approval  
*Lisa Mroszczyk Murphy*

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

**Public Comment**

Vicki Meegin, Regional Manager for Frederick Revitalization One, stated that she had concerns with the amount of space there and if the design is being changed from 4 townhomes to 6 condos how it will fit in the space and whether it would affect their parking.

**Motion:** Peter Regan moved to approve the application to include the revised elevations dated 8/27/2018 with the following conditions:

- Railings at the front of the building should be simple metal railings with a detail drawing to be submitted for staff approval.
- A detail drawing of the canopy shall be submitted for staff approval.
- Garage doors shall be smooth metal or fiberglass, or wood, with product information submitted for staff approval.
- Fiber cement siding at the rear of the building shall have a smooth finish or non-raised wood texture finish with product information submitted for staff approval.
- Product details for Azek trim and storefront entrance shall be submitted for staff approval.
- All staff approval items to be submitted prior to applying for a permit.

**Second:** Stacey Streett  
**Vote:** 5 – 0

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**6. HPC18-728** **39 E. 4<sup>th</sup> Street** **Ronald Kelley**  
Infill door opening and replace siding on rear wall  
*Lisa Mroszcyk Murphy*

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

**Motion:** Stephen Parnes moved to approve the application with the condition that the original current lap siding is removed and replaced once the vapor barrier and plywood backing is applied and if there is evidence of water damage to any of the lap siding staff approval should be sought for new lap siding.

**Second:** Stacey Streett  
**Vote:** 5 – 0

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**7. HPC18-755** **Baker Park** **City of Frederick**  
Install bocce courts and related structures  
*Lisa Mroszcyk Murphy*  
**Judy Briley, agent**

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

**Public Comment**

James McSherry Jr. stated that he has participated in bocce in the lawn service and it would be wonderful to have actual bocce courts. He added that the bocce courts would be a nice attraction for people who live in the area.

**Motion:** Matthew Bonin moved to approve this application as submitted requiring the acorn style lighting.

**Second:** Peter Regan  
**Vote:** 5 – 0

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**8. HPC18-756** **2 E. Patrick Street** **Fredrock Real Estate, LLC**  
Demolish rooftop stair enclosure and skylight  
*Lisa Mroszcyk Murphy*  
**Hannah Weikel, agent**

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

**Motion:** Stephen Parnes moved to find the rooftop stair enclosure and skylight to be a non-contributing resource.

**Second:** Peter Regan

**Vote:** 5 – 0

**Motion:** Stephen Parnes moved to approve the demolition of the rooftop stair enclosure and skylight subject to the approval of and permit application for a replacement plan.

**Second:** Peter Regan

**Vote:** 5 – 0

<b>9. HPC18-760</b>	<b>400 E. Church Street</b>	<b>HIG 400 East Church Street LLC</b>
Demolish loading dock & sheds		Chris Smariga, agent
<i>Christina Martinkosky</i>		

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

**Motion:** Peter Regan Moved to find the ca. 1960 loading dock and modern attached shed to be non-contributing resources to the site.

**Second:** Philip Bailey

**Vote:** 5 – 0

**Motion:** Peter Regan moved to approve the demolition of the loading dock and shed as outlined in the application with the condition that a revised site plan that accurately depicts the area of demolition is submitted for staff level review and approval.

**Second:** Philip Bailey

**Vote:** 5 – 0

<b>10. HPC18-822</b>	<b>55 Maxwell Square</b>	<b>Mark Gregory</b>
Install solar panels		Sylvia Weber, agent
<i>Lisa Mroszczyk Murphy</i>		

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

**Motion:** Matthew Bonin moved to approve the application as submitted.

**Second:** Peter Regan

**Vote:** 5 – 0

**VIII. Citizen Comment**

There was no citizen comment.

The meeting was adjourned at approximately 7:15 PM.

Respectfully Submitted,

Shannon Pyles  
Administrative Assistant

APPROVED 9/27/2018