

**HISTORIC PRESERVATION COMMISSION
HEARING MINUTES
JUNE 27, 2013**

Commissioners

Scott Winnette, Chairman (not present)
Robert Jones, Vice Chairman
Stephen Parnes
Tim Wesolek
Michael Simons
Brian Dylus

Aldermanic Representative

Michael O'Connor (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

I. Call to Order

Mr. Jones 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.

Announcements

There were no announcements.

II. Approval of Minutes

1. May 23, 2013 Hearing/Workshop Minutes

Motion: Stephen Parnes moved to approve the May 23 hearing and workshop minutes as written.

Second: Timothy Wesolek

Vote: 5 - 0

III. HPC Business

2. **Administrative Approval Report**
3. **Code Enforcement Report**
4. **Request for Demolition Review – 706 West Patrick Street**

Discussion

Mr. Jones stated that the request for demolition review has been submitted through Section 423 of the City code for a garage and shed. He added that the exact age of the structures are not known but they are likely 50 years or older. Mr. Jones went on to say that they appear to have no architectural or historical merit.

Motion: Timothy Wesolek moved to not pursue designation of this structure as historical because there does not appear to be any architectural or historical merit.

Second: Brian Bylus

Vote: 5 - 0

5. Introduction of Revisions to the Rules of Procedure and Regulations of the Historic Preservation Commission

Discussion

Mr. Waxter stated that one of the areas that they are looking to change is Section 4.10 and ideally what they are trying to do is have all of our Commissions be consistent in their procedures. Mr. Waxter added that a while back this procedure was changed at the Historic Preservation Commission to have a sign in swearing in as opposed to in mass swearing in at the beginning of the hearing and then if anyone is not here at the beginning there could be an individual swearing in or another in mass swearing in. Mr. Waxter said that Section 4.10 is designed to have a more realistic and formal public swearing in. Mr. Waxter went on to say that there are a couple of other quick changes with one being when an alternate member gets to vote and not get to vote. He added that they made this change in an attempt to word it so that if they have a Commissioner present but otherwise ineligible to vote the alternate will then be eligible to vote in that situation even though the Commissioner that is ineligible to vote may still participate in the discussion. Mr. Waxter went on to present more minor changes to the Rules of Procedure.

Mr. Parnes asked if in Section 5.2 if it could be stated that an alternate member who is eligible to vote is expected to vote if a regular member is not eligible to vote. Mr. Parnes went on to say that his concern is they need to know who is voting and who is not because they often have split decisions and it would be important to know if that person is going to vote on a case or not. Mr. Waxter answered that in the same manner as anyone else the alternate may choose to abstain but if they are eligible to vote and there is a full member ineligible, absent or there is a vacancy the alternate is expected to vote and they could make a change to state that if the alternate is eligible to vote they are expected to vote.

Mr. Waxter stated that Rule 7.2 says that you have to introduce the changes and talk about the rules and he assumed that at the next meeting they will be voting to adopt the new Rules of Procedure at the beginning of the meeting and then the new Rules of Procedure will be in place for that meeting.

IV. Consent Items

a. Cases to be Approved

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| <p>6. HPC13-294
Replace windows
<i>Lisa Mroszczyk Murphy</i></p> | <p>50 Citizens Way</p> | <p>Sam Shahrooz</p> |
|---|-------------------------------|----------------------------|

- All damaged or deteriorated mortar shall be removed using hand tools only and replaced in accordance with the Guidelines;
- Fiber cement siding shall be a smooth finish and the final product selection should be submitted to staff for final approval;
- The door openings to access the addition shall correspond with the existing historic window openings;
- The infill material for the windows covered by the elevator addition shall be recessed and the lintels and sills retained; and
- Revised drawings shall be submitted for final staff approval.

Lastly in accordance with the applicants request the application pertaining to remaining windows shall be handled as a separate case.

Second: Timothy Wesolek
Vote: 5 - 0

<p>10. HPC13-348 Porch repairs <i>Lisa Mroszcyk Murphy</i></p>	<p>501 N. Market Street</p>	<p>Michael Long Timothy Smith, agent</p>
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Ms. Murphy entered the entire staff report into the record.

Motion: Michael Simons moved to approve the application to replace the decking, ceiling, rails and rim joists in-kind with painted non-pressure-treated wood to relocate the porch posts and add a post and add a skirt board because this work is consistent with the Frederick Town Historic District Design Guidelines. He also moved to approve that the applicant add the wood brackets with the condition that a structural engineers report is submitted to staff that concludes that the brackets are needed to maintain the porch in a safe and usable condition.

Second: Brian Dylus
Vote: 5 - 0

<p>11. HPC13-351 Demolish drive-through pavilion <i>Lisa Mroszcyk Murphy</i></p>	<p>30 N. Market Street</p>	<p>BOCC Michael Proffitt, agent</p>
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Ms. Murphy entered the entire staff report into the record.

Motion: Timothy Wesolek moved to find the circa. 1970 free-standing brick drive-through pavilion a non-contributing resource because it was built in 1970 which puts it outside of the historic district's period of significance and it adds no historical or architectural value to the historic district.

Second: Brian Dylus
Vote: 5 - 0

Motion: Timothy Wesolek moved to approve the demolition of the circa. 1970 free-standing brick drive-through pavilion because the Commission determined it to be a non-contributing resource.

Second: Brian Dylus
Vote: 5 - 0

12. HPC13-352 **30 N. Market Street** **BOCC**
 Repair paving and construct brick wall **Michael Proffitt, agent**
Lisa Mroszczyk Murphy

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

Motion: **Robert Jones moved to approve the repair in the paving and the construction of a brick wall to be constructed in-kind to match the existing wall in design and material with the condition that they submit an elevation drawing and a section showing the detail of the brick wall to staff for final approval.**

Second: **Brian Dylus**

Vote: **5 - 0**

13. HPC13-353 **47 S. Carroll Street** **Goodloe & Jane Byron**
 Extend elevator shaft, block wall
Lisa Mroszczyk Murphy

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

Motion: **Brian Dylus moved to approve the suggested revision of adding two courses of block to the top of the building in accordance with the staff report.**

Second: **Timothy Wesolek**

Vote: **5 - 0**

14. HPC13-354 **49 S. Carroll Street** **Goodloe & Jane Byron**
 Open windows & infill door
Lisa Mroszczyk Murphy

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

Motion: **Brian Dylus moved to approve the application with the following conditions and modifications:**

- **A cut sheet or product information for the final door selection is submitted for staff approval;**
- **The beam or framing element over the doors is reduced in width to correspond to the width of the opening;**
- **The height of the beam or framed element over the door is reduced so that the height of the transom is increased to at least 18" tall; and**
- **8' of clearance is provided between the bottom of the awning and the sidewalk.**

Second: **Timothy Wesolek**

Vote: **5 - 0**

15. HPC13-377 **229 E. 3rd Street** **Susan Scarvalone**
 Remove paving and paint, repoint

Lisa Mroszczyk Murphy

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

Motion: Timothy Wesolek moved to approve the application to remove the non-original parging and to repoint with a lime-based mortar with the condition that a test patch is submitted for staff review to ensure that the underlying material will not be damaged.
Second: Brian Dylus
Vote: 5 - 0

16. HPC13-409 **508 N. Market Street** Stephanie Clark
Install railing, gate and grate over stairwell
Christina Martinkosky

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

Motion: Timothy Wesolek moved to approve both Option #1 which is to install a 36” tall metal railing system around the area with a 45” wide gate to provide access to the basement with the condition that the railing system have square metal posts and 1/2” pickets with every other picket being twisted and Option #2 which is install a 36” tall metal railing and grate system that is setback slightly from the top of the step and the top step will be covered with a safety grate that is hinged on the north side and the railing and gate will be powder coated with a black matte finish with the condition the grate depth will be set by staff and the window well be not incorporated into the design and the railing posts are to be anchored to the concrete and not directly to the historic brick façade and for both options the condition that they provide revised drawings with measurements to staff for final approval.
Second: Brian Dylus
Vote: 5 - 0

The meeting was adjourned at approximately 8:05 PM.

Respectfully Submitted,

Shannon Pyles,
Administrative Assistant