

**HISTORIC PRESERVATION COMMISSION
HEARING MINUTES
DECEMBER 9, 2021**

Commissioners

Philip Bailey, Chairman
Michael Seibert
Gregg Horner
Carrie Albee
Iva Saller (not present)
Anne Hart
Jeff DiPietro, Alternate

Aldermanic Representative

Donna Kuzemchak

Staff

Lisa Mroszczyk Murphy, Historic Preservation Planner
Christina Martinkosky, Historic Preservation Planner
Brandon Mark, Division Manager for Community Development & Urban Design
Scott Waxter, Assistant City Attorney
Shannon Pyles, Administrative Assistant

Call to Order:

Mr. Bailey 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

There were no announcements from staff or the Commission.

III. Approval of Minutes

1. November 10, 2021 Hearing/Workshop Minutes

Motion: Carrie Albee moved to approve the November 10, 2021 hearing minutes as written.
Second: Philip Bailey
Vote: 6 – 0

Motion: Philip Bailey moved to approve the November 10, 2021 workshop minutes as written.
Second: Michael Seibert
Vote: 6 – 0

IV. HPC Business

- 2. Administrative Approval Report (26)**
- 3. Election of Vice Chairman**

Motion: Philip Bailey moved to elect Carrie Albee as Vice Chairman of the Historic Preservation Commission.
Second: Michael Seibert
Vote: 6 – 0

V. Consent Items

There were no consent agenda items.

VI. Continuances

There were no continuances.

VII. Cases to be Heard

- 4. HPC21-882 28 W. 7th Street Gerry & Victoria Stephens**
Landscape, fencing & garden structures Sharon Poole, agent
Christina Martinkosky

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

Motion: Philip Bailey moved to approve the application with the following conditions:

- That the two detached wood arbors be painted or stained with a solid, opaque finish.
- That the rear stoop feature wood tongue and grooved decking or a composite material that replicates traditional tongue and grooved wood in terms of profile and finish. Product information shall be submitted to Staff for final review and approval.

There was no citizen comment.

The meeting was adjourned at approximately 6:53 PM.

Respectfully Submitted,

Shannon Pyles
Administrative Assistant

APPROVED 1/13/2022