

**HISTORIC PRESERVATION COMMISSION
HEARING MINUTES
FEBRUARY 11, 2016**

Commissioners

Scott Winnette, Chairman
Stephen Parnes, Vice Chairman
Dan Lawton (not present)
Michael Simons
Rebecca Cybularz
Carrie Albee
Alan Miner
Matthew Bonin, 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, HPC Administrative Assistant (not present)

Call to Order

Mr. Winnette 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.

III. Approval of Minutes

1. January 14, 2016 Hearing/Workshop Minutes
2. January 28, 2016 Hearing/Workshop Minutes

Motion: Scott Winnette moved to approve the January 14, 2016 and January 28, 2016 hearing and workshop minutes as written.
Second: Stephen Parnes
Vote: 7 - 0

IV. HPC Business

3. Administrative Approval Report
 4. Code Enforcement Report
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V. Consent Items

5. HPC16-48 Construct a garage <i>Lisa Mroszczyk Murphy</i>	23 Lord Nickens Street	Housing Authority of City of Frederick Michael Moran, agent
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Motion: Scott Winnette moved to approve the consent agenda that includes HPC16-48 located at 23 Lord Nickens Street.
Second: Carrie Albee
Vote: 7 - 0

VI. Cases to be Heard

6. HPC16-45 Installation of meter box on front façade <i>Lisa Mroszczyk Murphy</i>	49 S. Carroll Street	Goodloe & Jane Byron
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Ms. Murphy entered the entire staff report into the record.

Motion: Carrie Albee moved to approve the application as presented provided that it is painted and it is located on the bottom end of the height requirement provided by the utility company on the grounds that the integrity of the streetscape will not be compromised, the integrity of any surrounding historic properties will not be compromised and the design integrity of the resource itself will not be compromised. It will not be contrary to the purpose and intent of the design guidelines and there will be no loss of historic fabric of character.
Second: Stephen Parnes
Vote: 7 - 0

The meeting was adjourned at approximately 6:15 PM.

Respectfully Submitted,

Shannon Pyles
Administrative Assistant

APPROVED 2/25/2016