

**HISTORIC PRESERVATION COMMISSION  
HEARING MINUTES  
SEPTEMBER 28, 2017**

**Commissioners**

Dan Lawton, Chairman  
Carrie Albee, Vice Chairman (not present)  
Alan Miner  
Stephen Parnes  
Peter Regan (not present)  
Matthew Bonin  
Jessica Underwood (not present)  
Stacey Streett, Alternate

**Aldermanic Representative**

Donna Kuzemchak

**Staff**

Lisa Mroszczyk Murphy, Historic Preservation Planner  
Christina Martinkosky, Historic Preservation Planner (not present)  
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.

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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.

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**III. Approval of Minutes:**

**1. September 14, 2017 Hearing Minutes**

**Motion:** Dan Lawton moved to approve the September 14, 2017 hearing minutes as written.  
**Second:** Stephen Parnes  
**Vote:** 5 - 0

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**IV. HPC Business:**

**2. Discussion and Vote on Representative Members to Participate in the State Review Process for the Downtown Hotel and Conference Center**

**Motion:** Alan Miner moved to in lieu of providing a quorum at the Section 106 process that Chairmen Lawton, Vice Chairmen Albee and Commissioner Parnes be allowed to speak on behalf of the HPC at the upcoming meeting for the Maryland Historical Trust on the 18<sup>th</sup> of October.  
**Second:** Matthew Bonin  
**Vote:** 5 - 0

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**V. Consent Items:**

<b>3. HPC17-400</b>	<b>515 S. Market Street</b>	<b>Mount Olivet Cemetery, Inc.</b>
Porch repairs and renovations		<b>J. Ronald Pearcey, agent</b>
<i>Lisa Mroszczyk Murphy</i>		

**Motion:** Stephen Parnes moved to approve the consent agenda which includes HPC17-400 located at 515 S. Market Street.  
**Second:** Stacey Streett  
**Vote:** 5 - 0

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**VI. Continuances**

There were no continuances.

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**VII. Cases to be Heard**

<b>4. HPC17-695</b>	<b>526 N. Market Street</b>	<b>John Kirby Pontiac Inc.</b>
Replace doors		<b>Carl Clingan, agent</b>
<i>Lisa Mroszczyk Murphy</i>		

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

**Motion:** Dan Lawton moved to continue case HPC17-695 located at 526 N. Market Street to the October 12, 2017 hearing  
**Second:** Stacey Streett  
**Vote:** 4 - 0, Stephen Parnes recused

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- 5. HPC17-742**                      **24 E. Church Street**                      **Historical Society of Frederick County**  
Amendments to previous approval                      **Mary Boswell, agent**  
*Lisa Mroszczyk Murphy*

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

**Motion:**                      **Dan Lawton moved to approve the installation of the membrane as submitted in as solid as possible grey color with the final color selection submitted for staff approval with details on the trim both as it meets the building and the edge of the decking in as solid as possible grey color to be submitted to staff for final approval.**

**Second:**                      **Stephen Parnes**

**Vote:**                      **4 – 0, Matthew Bonin recused**

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**VIII. Citizen Comment**

There was no citizen comment.

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The meeting was adjourned at approximately 7:00 PM.

Respectfully Submitted,

Shannon Pyles  
Administrative Assistant