



FREDERICK COUNTY GOVERNMENT

DIVISION OF PLANNING & PERMITTING

Livable Frederick Planning & Design Office

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FREDERICK COUNTY HISTORIC PRESERVATION COMMISSION

STAFF REPORT

October 5, 2022

Address: 1606 Gapland Road, Jefferson

Meeting Date: October 5, 2022

Applicant: Burkittsville Preservation Association

Report Date: September 19

Case No.: COA 22-11

Staff: Amanda Whitmore

Request: Repair shutters and doors and repair and replace windows

PROPERTY BACKGROUND

The Hamilton Willard Shafer farm was designated to the County Register of Historic Properties (CR # 21-07) on July 5, 2022. The property includes the entire parcel which includes the historic house, bank barn, smoke house, workshop, well, and wagon shed. The property was built between 1820 and 1830 with an addition added to the house circa 1910. There have been no previous applications for Certificates of Appropriateness (COA) filed for this property.



Fig. 1: Subject property.

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REQUEST

A Certificate of Appropriateness is requested to refabricate eight window frames, repair 16 window sashes, and repair four window frames in the farmhouse. Additionally, glass panes will need to be replaced for several of the windows. All of the windows will be scraped and painted. The front door, French door to the billiard room, and the rear door to the billiard room will also be repaired and refurbished with missing glass replaced, as necessary. Finally, eight pairs of shutters on the front of the farmhouse will be repaired and one pair completely refabricated to match the other eight.



APPLICABLE GUIDELINES

When reviewing alterations to a designated County Register property several documents are to be utilized as guidelines to assist the Commission in developing their decision. These documents include the *Frederick County Historic Preservation Code: Chapter 1-23*, the *Frederick County Register of Historic Places Design Guidelines (Guidelines)*, and the *Secretary of the Interior's Standards for Rehabilitation (Standards)*. The pertinent information in these documents is outlined below.

Frederick County Code: Chapter 1-23-7B

- (1) In reviewing applications, the Commission shall give consideration to the historic, archeological, or architectural significance of the landmark, site, or structure and its relationship to the historic, archeological, or architectural significance of the surrounding area; the relationship of the exterior architectural features of a landmark or structure to the remainder of the landmark or structure and to the

surrounding area; the general compatibility of proposed exterior design, scale, proportion, arrangement, texture, and materials to the landmark, site, or structure and to the surrounding area; and any other factors including aesthetic factors which the Commission deems to be pertinent.

- (2) The Commission shall consider only exterior features of a landmark or structure and shall not consider any interior arrangements.
- (3) The Commission shall not disapprove an application except with respect to the several factors specified in paragraph (1) above.
- (4) The Commission shall be strict in its judgment of plans for sites or structures determined by research to be of historic, archeological, or architectural significance. The Commission shall be lenient in its judgment of plans for sites or structures of little historic, archeological, or architectural significance, or of plans involving new construction, unless in the Commission's judgment such plans would seriously impair the historic, archeological, or architectural significance of surrounding sites or structures. The Commission is not required to limit construction, reconstruction, or alteration to the architectural style of any one (1) period.

Frederick County Register of Historic Places Design Guidelines

The *Guidelines* contain a Building Exteriors Chapter (Chapter 4) that should be referred to when reviewing this COA application. Further analysis of how this request meets the *Guidelines* is provided in the Evaluation section below.

Secretary of the Interior's Standards for Rehabilitation

The *Standards* define rehabilitation as "the act or process of making possible a compatible use for a property through repair, alterations, and additions while preserving those portions or features, which convey its historical, cultural, or architectural values." The *Standards* that are most applicable to the application before the Commission are as follows:

2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.
4. Changes to a property that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials.

Replacement of missing features will be substantiated by documentary and physical evidence.

7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.

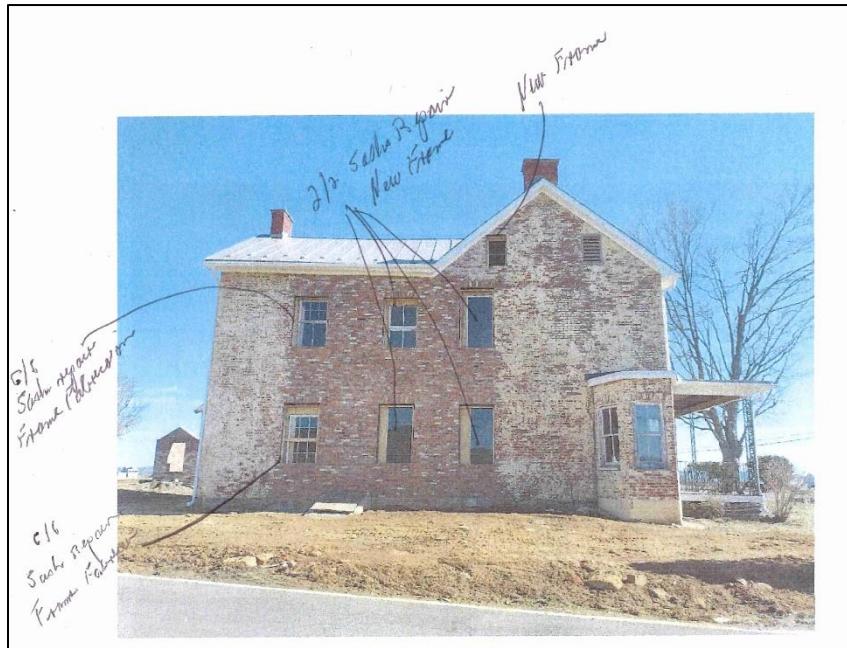
STAFF EVALUATION

The applicant proposes several repairs to the windows on the farmhouse and refabricating parts of windows that are missing or beyond repair. Additionally, the applicant proposes repairs to a few exterior doors and to the shutters on the façade. Shutters are only present on the façade. Most are in need of simple repairs and a few parts refabricated, with one pair needing complete refabrication. The doors are also in fair condition and require minor repairs and replacement of a couple of glass panes.

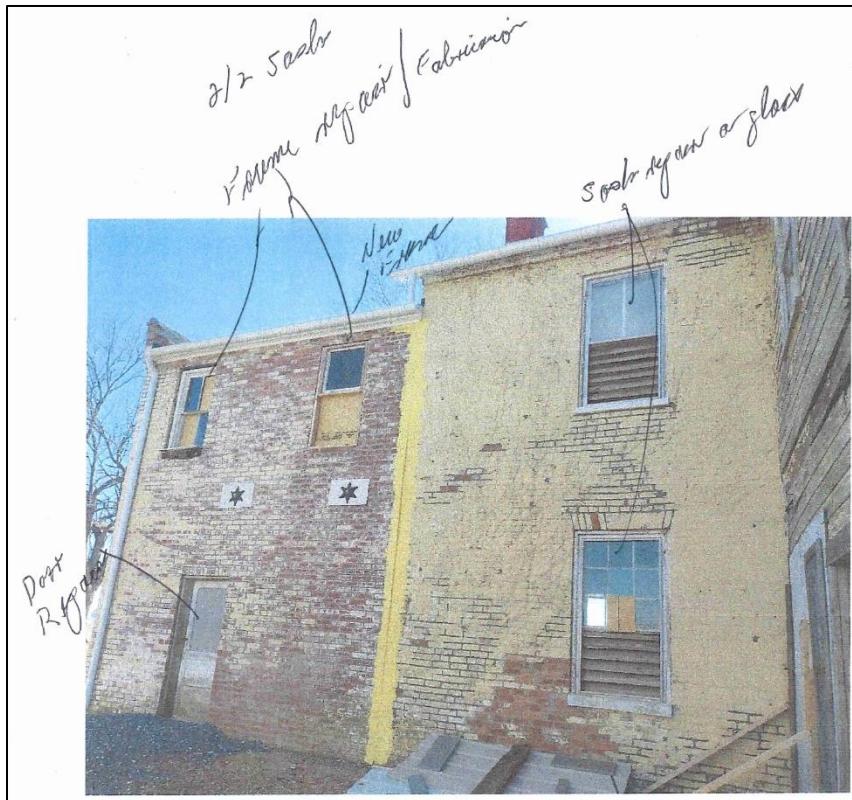
The windows vary in ages and are all in various stages of disrepair. Some windows only require minor repairs and repainting while others require more stabilization and parts replacement. The applicant proposes to refabricate eight window frames, repair 16 window sashes, and repair four window frames in the farmhouse. The sashes to be repaired and reinserted in the windows are all two-over-two windows.



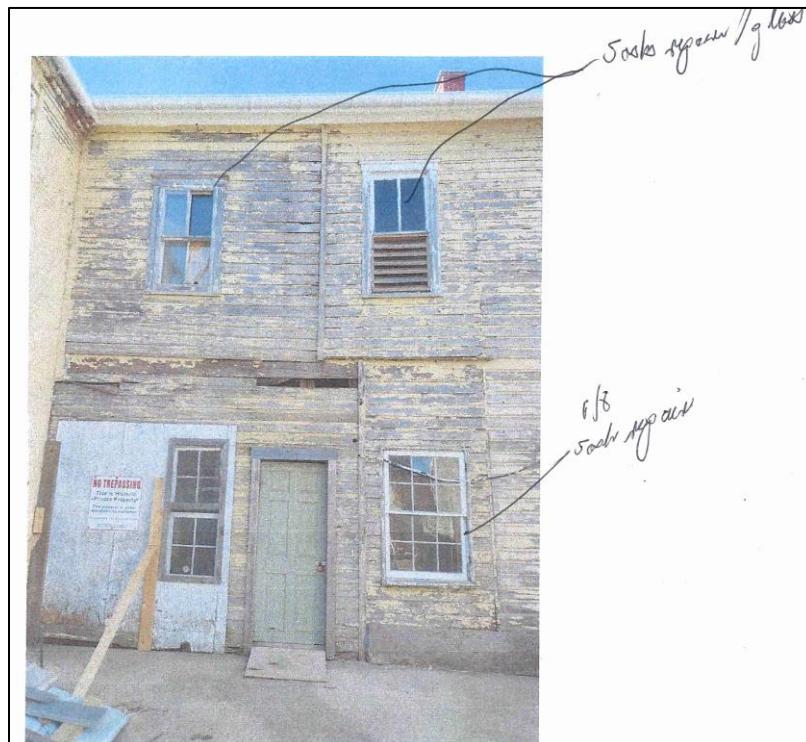
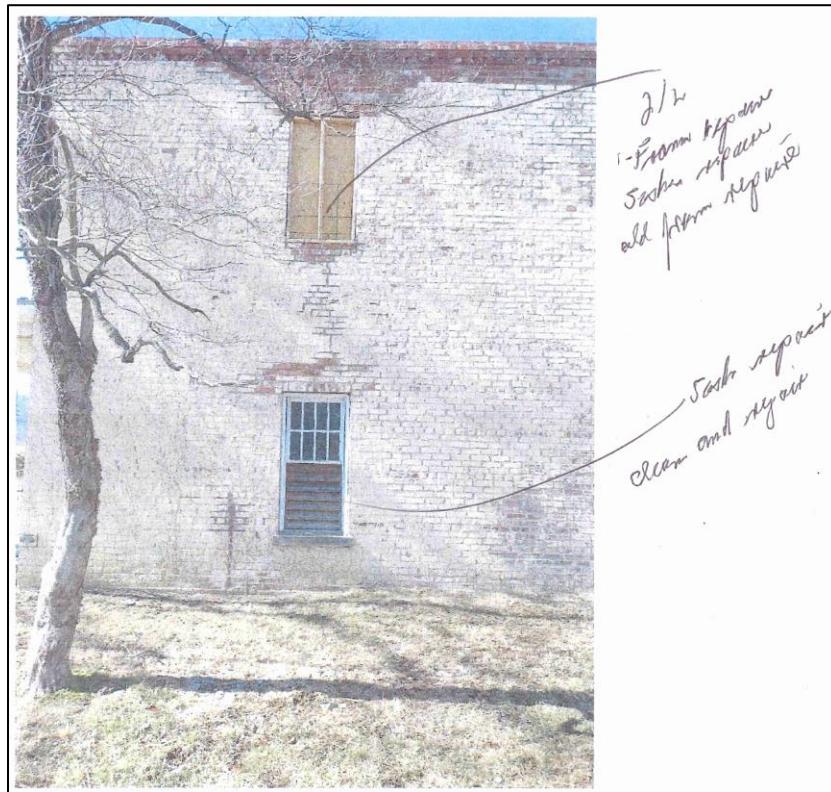
South (Façade) Elevation: Scrap & paint all openings; replace a few panes in window and French door; repair shutters.



West Elevation: Scrape and paint bow windows only; sash repairs to remaining 1st and all 2nd floor windows. New frames in 1st and 2nd floor windows (except bow windows) and one attic window.



North Elevation: Repair 4 sashes; repair and possible replacement of 1 frame; glass replacement; door repair.



**East Elevation, Top Billiard Room, Bottom Rear House:
Repair 5 sashes and one frame; glass replacement in some
windows.**

Three windows are original to the 1820s house: two six-over-six sashes remain on the west and east elevations of the rear addition and a nine-pane sash is located on the north elevation of the original house. It is believed a six-pane sash was located below the nine-over-nine sash before it was removed and replaced with louvers. Three eight-over-one windows on the south and east elevations are original to the circa 1910 addition. All these original windows are highly significant to the building. The two-over-two windows on the original house have also retained significance as they reflect changes to the building made during the late 1800s. It is unclear if the two-over-two windows on the second story of the circa 1910 addition are original or later replacements.

The National Park Service's *Preservation Briefs: 9 The Repair of Historic Wooden Windows* (Brief) provides additional details on evaluating the architectural and historical significance of windows and proper routine maintenance, stabilization, and parts replacement. The Brief states windows should be considered significant if they are original, reflect the original design intent for the building, reflect period or regional styles or building practices, reflect changes to the building resulting from major periods or events, or are examples of exceptional craftsmanship or design. Since some of the windows are original and some reflect the changes to the building when it was stylized with Victorian details, the windows are significant to the house. Every effort to retain them should be made.

However, nearly half of the 33 windows require some repair or refabrication and all require a minimum of routine maintenance. The Brief suggests that in instances where windows require extensive repairs, such as a building that has been abandoned for years, it is important to thoroughly investigate the alternatives to arrive at a solution which retains historic significance yet is also economically feasible. The change of the windows from nine-over-six to two-over-two in the main block of the house is evident as is the change from six-over-six to two-over-two in the rear addition. If the repairs to the two-over-two sashes are extensive or enough of the material would have to be replaced, Staff would suggest replacing the rear addition windows with six-over-six windows that replicate the existing original six-over-six window in size, type, configuration, detailing, and overall appearance.

Staff analysis of this project against the *Guidelines* is as follows:

Guideline	Met?	Comments
4C1: Window Overview	Mostly	The <i>Guidelines</i> state that historic shutters should be retained, repaired, and preserved. The applicant proposes to retain and repair the historic shutters by replacing missing louvers and rails in-kind. These repairs must match the originals in size, scale, detail, thickness, and material. Additionally, a new pair of shutters is required to be fabricated. The application does not specify that these new shutters will match the originals. To meet the <i>Guidelines</i> , these shutters should match the original in size, scale, detail, thickness, material, and hardware.

4C3: Window Repair or Replacement	Yes	<p>The <i>Guidelines</i> state every effort should be made to repair deteriorated historic windows rather than replace them. The applicant proposes to repair several sashes and frames using epoxy, wood patch or lap joints to stabilize them.</p> <p>Additionally, the <i>Guidelines</i> state that window replacement may be considered if the existing historic window is deteriorated beyond repair or does not contribute to the historic character of the building. Replacement windows should match the original in size, type, configuration, detailing, and overall appearance and must fit properly in the original opening. Only clear glass should be used for window replacement unless documentary or physical evidence indicates another type of glass existed. The applicant proposes to replace missing window components by matching the frames and sashes to the two-over-two windows.</p>
4C4: Door Overview	Yes	<p>The applicant proposes to perform maintenance on the doors, including cleaning, some paint removal, and adding new finish coats which is in keeping with the <i>Guidelines</i>.</p>

STAFF RECOMMENDATION

Staff recommends the Commission **conditionally approve** COA #22-11 under the criteria for Application Review in Chapter 1-23-7(B) (1) with the following conditions:

- The new shutters and replacement parts to the existing shutters match the originals in size, scale, detail, thickness, and material;
- Paint removal should use the gentlest means possible such as scraping or chemical stripping and not cause damage to the historic materials; and
- The replacement parts to the window frames and sashes will match the existing material in size, type, configuration, detailing, and overall appearance and must fit properly in the original opening.

With these added conditions it can be found that the proposal: will not substantially alter the exterior features of the historic resource; is compatible in character to the remainder of the structure and to the surrounding area; does not seriously impair the historic, archeological, or architectural significance of surrounding sites or structures; and is compatible in character to the property and with the *Secretary of the Interior's Standards for Rehabilitation* #2, #4, #5, #6, and #7.