



# FREDERICK COUNTY GOVERNMENT

## DIVISION OF PLANNING & PERMITTING

Livable Frederick Planning & Design Office

Jessica Fitzwater  
County Executive

Steven C. Horn, Division Director  
Kimberly Gaines, Director

### MEMORANDUM

**TO:** Historic Preservation Commission  
**FROM:** Beau Lockard, Historic Preservation Planner  
**DATE:** April 14, 2022  
**RE:** Update of Administrative Approval

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#### **Issue:**

Staff has reviewed and approved administrative Certificate of Appropriateness applications for Rocky Springs Chapel and Schoolhouse (CR#21-01) and the Hamilton Shafer Farm (CR #21-07).

#### **Background and Discussion:**

Per the Frederick County Historic Preservation Commission Rules of Procedure, Section 13.4C, staff will provide an update of administrative approvals to the Commission at its monthly meeting. Exhibit 1, *Classification of Approvals by Scope of Work*, in the Rules of Procedure outlines the areas of work where administrative approval may be granted.

Other Building Alterations (Section I. g.) states that:

- i. Repair or in-kind replacement of missing or deteriorated architectural details such as...porch decking or ceiling...that is more than the 25% routine maintenance.
- iv. Repair of masonry materials and repointing that matches existing or original materials.

Rocky Springs Chapel and Schoolhouse's administrative Certificate of Appropriateness application was filed on March 24 and accepted as complete on March 27 for the selection of brick replacements for the schoolhouse. ([Attachment 1](#)).

Hamilton Shafer Farm's administrative Certificate of Appropriateness application was filed and accepted as complete on February 28 for the in-kind replacement of the deteriorated wooden porch joists and decking ([Attachment 2](#)).

Staff found that the proposed work will not destroy historic materials that characterize the properties, is in keeping with the Secretary of the Interior's Standards for Rehabilitation, and is minimal in nature and will not affect historic, archeological, or architectural significance. Staff approved the Rocky Springs Chapel and Schoolhouse application on March 27, 2023 (A-COA

#23-04). Staff approved the Hamilton Shafer Farm application on March 6, 2023 (A-COA #23-03).

**Attachment:**

Attachment 1: Rocky Springs Chapel and Schoolhouse Certificate of Appropriateness Application  
Attachment 2: Hamilton Shafer Farm Certificate of Appropriateness Application