



## FREDERICK COUNTY GOVERNMENT

### DIVISION OF PLANNING & PERMITTING

Livable Frederick Planning & Design Office

Jessica Fitzwater  
County Executive

Deborah A. Carpenter, AICP, Division Director

Kimberly Gaines, Director

### MEMORANDUM

**TO:** Historic Preservation Commission  
**FROM:** Amanda Whitmore, Historic Preservation Planner  
**DATE:** September 6, 2023  
**RE:** Proposed Changes to the Historic Preservation Ordinance

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#### **Issue:**

What additional comments and edits does the Historic Preservation Commission have regarding the proposed changes to the Historic Preservation Ordinance ([Attachment 1](#))?

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

The Historic Preservation Ordinance, Chapter 1-23 of the Frederick County Code, was adopted in 1997 and became effective January 1, 1998. Except for a minor update to replace “Board of Commissioners” with “County Council,” the Historic Preservation Ordinance has not gone through a major rewrite since its initial adoption. In that time, practices have evolved in historic preservation; therefore, it was important to update the ordinance to address these areas.

An ordinance committee was formed and Jack Lynch along with former Commission member Hettie Ballweber were selected from the Commission to serve on the committee at the April 6, 2022 Commission meeting. In addition to Jack, other ordinance committee members include Janet Davis (former historic preservation planner), Barbara Wyatt (retired National Park Service historian), Jim Jamison (County Register property owner), Danielle Adams (Frederick County Building Industry Association), and Dusty Rood (County Register property owner).

The committee has been working with a consultant and Staff since January to draft an update. A draft ordinance is provided for the Commission to review and comment. Staff will be discussing in detail the ordinance changes at future Commission meetings. There will be opportunities for public comment at the Commission workshops as you consider the draft to recommend to the County Council. Additionally, Staff will be holding open houses to present the draft and gather community feedback to share with the Commission.

#### **Recommendations:**

Staff recommends that the HPC review the draft ordinance and be prepared with comments at a future meeting.

#### **Attachment:**

Attachment 1: Draft Historic Preservation Ordinance

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30 North Market Street, Frederick, MD 21701 • 301-600-1138 • Fax 301-600-1645

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