



## FREDERICK COUNTY GOVERNMENT

### DIVISION OF PLANNING & PERMITTING

Livable Frederick Planning & Design Office

Jessica Fitzwater  
County Executive

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### MEMORANDUM

**TO:** Historic Preservation Commission  
**FROM:** Beau Lockard, Historic Preservation Planner  
**DATE:** October 6, 2023  
**RE:** Update of Administrative Approvals

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#### **Issue:**

Staff has reviewed and approved administrative Certificate of Appropriateness applications for the William Downey House (CR#20-04) and Basil Harding House (CR#20-04).

#### **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.

#### William Downey House

Under Section I.g.iv., Other Building Alterations, it states that repairs of masonry materials and repointing that matches existing or original materials material may be administratively approved. The William Downey House administrative Certificate of Appropriateness application ([Attachment 1](#)) was filed on September 15, 2023, and accepted as complete on September 18, 2023, to repoint the mortar on the south and west elevation of the house using mortar will match the existing mortar in size, texture, color, and finish. The bullnose brick to be replaced will match the existing bullnose bricks in size, shape, and color.

Staff found that the proposed work will not destroy historic materials that characterize the property, is in keeping with the Secretary of the Interior's Standards for Rehabilitation, is minimal in nature, and will not affect historic, archeological, or architectural significance. Staff approved the William Downey House application on September 18, 2023 (A-COA #23-14).

#### Basil Harding House

Under Section I.g.iv., Other Building Alterations, it states that repairs of masonry materials and repointing that matches existing or original materials material may be administratively approved. Also under Section I.g.i., Other Building Alterations, it states repair or in-kind replacement of

missing or deteriorated architectural details such as trim...that is more than the 25% routine maintenance may be administratively approved. The Basil Harding House administrative Certificate of Appropriateness application (Attachment 2) was filed on September 8, 2023, and deemed complete on September 11, 2023, to rebuild the two front chimneys using the same brick and lime mortar that will match the existing in color, texture, finish, and size and repair or replace the wooden trim and soffit under the roof eaves and gable ends prior to replacing the roof.

Staff found that the proposed work will not destroy historic materials that characterize the property, is in keeping with the Secretary of the Interior's Standards for Rehabilitation, is minimal in nature, and will not affect historic, archeological, or architectural significance. Staff approved the Basil Harding House application on September 18, 2023 (A-COA #23-15).

**Attachment:**

Attachment 1: William Downey House Certificate of Appropriateness Application (A-COA #23-14)

Attachment 2: Basil Harding House Certificate of Appropriateness Application (A-COA #23-15)