



## 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:** March 21, 2024  
**RE:** Update of Administrative Approvals

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#### **Issue:**

Staff has reviewed and approved administrative Certificate of Appropriateness applications for the Daniel James Farm (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.

Under Section I.g.iv., Other Building Alterations, it states repair of masonry materials and repointing that matches existing or original materials may be administratively approved. The Daniel James Farm administrative Certificate of Appropriateness application (Attachment 1) was filed on March 18, 2024 and accepted as complete on March 21, 2024 for the repointing of the historic stone walls on the south and east elevations of the historic stone house.

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 Daniel James application on March 21, 2024 (A-COA #24-04).

#### **Attachment:**

Attachment 1: Daniel James Farm Certificate of Appropriateness Application