



## 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:** August 22, 2024  
**RE:** Recommendation of Commission Candidates

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#### **Issue:**

Who does the Historic Preservation Commission recommend filling the vacancies on the Commission?

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

Eight candidates have submitted letters of interest and resumes to the County Executive's office to be considered for the vacancies on the Historic Preservation Commission. The Commission met in Closed Session during their August 19, 2024 meeting to interview five of the potential candidates. Two of the candidates were recommended to the County Executive for appointment because they had strong professional experience in architecture and archaeology. The Commission will interview the remaining three candidates during a Closed Session at the September 4, 2024 meeting.

The Commission will need to vote which of the remaining six candidates they recommend forwarding to the County Executive for appointment to the Commission to fill the remaining two seats. To be recommended, candidates must demonstrate special interest, specific knowledge, or professional or academic training in fields such as, but not limited to, the following: history, architectural history, archeology, curation, landscape architecture, urban design, architecture, planning, anthropology, conservation, historic preservation or related fields.

#### **Recommendation**

Staff recommends the Commission make a decision of whom to forward to the County Executive to fill the remaining two vacancies.