



## 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 19, 2024  
**RE:** Update of Administrative Approvals

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#### **Issue:**

Staff has reviewed and approved administrative Certificate of Approval applications for the Beverly Hoke House (CR# 22-08) and the Elisha Beall House (CR# 99-01).

#### **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.

#### Beverly Hoke House

An administrative Certificate of Approval application was filed on August 20 to install half round gutters and downspouts and replace any rotten soffit or fascia boards ([Attachment 1](#)). The Roofs section of Exhibit 1 (Section I.f.vi) states that installation of gutters and downspouts where proposed change in style can be administratively approved.

Staff approved the application on August 29, 2024 (A-COA #24-10).

#### Elisha Beall House

An administrative Certificate of Approval application was filed on September 3 to replace the existing faux slate roof over the slave quarters with in-kind faux slate roofing ([Attachment 2](#)). The Roofs section of Exhibit 1 (Section I.f.i) states that in-kind replacements where there is no material change to the roof can be administratively approved.

Staff found that the proposed project to replace the existing faux slate roof over the slave quarter with another faux slate roof is appropriate for the proposed work. The material to be replaced is not an original historic material, and the Frederick County Design Guidelines accept alternative materials when the existing material is not original. Since the historic roofing material is no longer

on the building, replacing with a faux slate that matches as closely as possible the existing faux slate is appropriate.

Staff approved the application on September 3, 2024 (A-COA #24-11).

**Attachments:**

Attachment 1: Beverly Hoke House Certificate of Approval Application

Attachment 2: Elisha Beal Certificate of Approval Application