



FREDERICK COUNTY GOVERNMENT

Jessica Fitzwater
County Executive

DIVISION OF PLANNING & PERMITTING
Livable Frederick Planning & Design Office

Deborah A. Carpenter, AICP, Division Director
Kimberly Gaines, Director

MEMORANDUM

TO: Historic Preservation Commission
FROM: Beau Lockard, Historic Preservation Planner
DATE: February 20, 2025
RE: Update of Administrative Approvals

Issue:

Staff has reviewed and approved an administrative Certificate of Approval application for the Samuel Fleming House (CR# 21-03).

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.

Samuel Fleming House

Under Section II.e.ii., Utility and Mechanical Equipment, it states that the “installation of security devices such as cameras, touch key plates, and control panels” may be administratively approved. The Samuel Fleming House administrative Certificate of Approval application was filed and February 15, 2025 and deemed complete on February 17, 2025, to install a three security camera, two on a contributing structure, the main house, and one on the non-contributing. None of the security devices on the will be visible from the public right of way

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, archaeological, or architectural significance. Staff approved the Samuel Fleming application on February 20, 2025 (A-COA #25-01) (Attachment 1).

Attachments:

Attachment 1: Samuel Fleming House Certificate of Approval Application and Letter