



# HISTORIC PRESERVATION COMMISSION FREDERICK COUNTY, MARYLAND

30 North Market Street, Third Floor Frederick, Maryland 21701 (301) 600-1147



## Routine Maintenance List

Residents and owners of properties designated to the County Register of Historic Places are not required to obtain a Certificate of Appropriateness for routine maintenance. The Historic Preservation Commission considers the following activities to be routine maintenance of historic properties. While these activities do not require a Certificate of Appropriateness, County permits may be required.

- |  |  |
|--|--|
| (A) Re-nail loose pieces of wood.  | (J) Repairs to storm and screen windows and doors, including replacing broken parts.   |
| (B) Reattach non-historic siding and remove dents.   | (K) Replace or install door bells, peep holes, conventional keyed deadbolts, or lock cylinders.  |
| (C) Clean and paint siding.  | (L) Repair existing walkways, parking areas, patios, driveways, or other paved areas, in-kind, without expanding the paved area.   |
| (D) Up to 25% in-kind replacement of a building material or feature, with the exception of masonry repairs and entire window and door replacement. Masonry repairs and entire window or door replacements will require Administrative or HPC approval. | (M) Seal, repair, or overlay existing asphalt.   |
| (E) Minor repairs to windows, including caulking, reglazing, weather-stripping, mechanical repairs, and replacement of broken window panes, in-kind, as long as window size and style are not altered.   | (N) Installing vegetable, flower, and rain gardens, and shrubs. Landscape maintenance, including pruning trees and shrubs (this does not include removal of landscaping required to screen mechanical equipment or utilities). |
| (F) Minor repairs to doors, including caulking, weather-stripping, or replacement of broken door glass, in-kind.   | (O) Replacement of existing mechanical equipment.  |
| (G) Repair and replacement, in-kind, of gutters and downspouts.  | (P) Repair or replace, in-kind, locks, latches, and other hardware.  |
| (H) Exterior painting of a previously painted surface.   | (Q) Cleaning with the gentlest means possible (water at standard pressure, but excluding sandblasting and high-pressure water blasting).   |
| (I) Wood repairs including sanding, epoxy, fillers, consolidants, and Dutchmen repairs.  | (R) Any other minor repair not listed.   |

Routine maintenance activities must be documented by submitting before and after photographs to Staff for the record. Photographs must be at least 4" x 6" color prints or digital and in sufficient detail to demonstrate that no material effect on the exterior fabric or features of a designated landmark, site, structure, or district has occurred.

*These guidelines were adopted by the Historic Preservation Commission into their Rules of Procedure on July 1, 2020; revised September 2, 2020.*