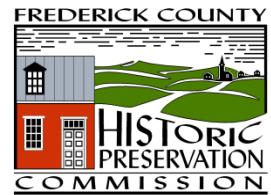




## HISTORIC PRESERVATION COMMISSION FREDERICK COUNTY, MARYLAND

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.*