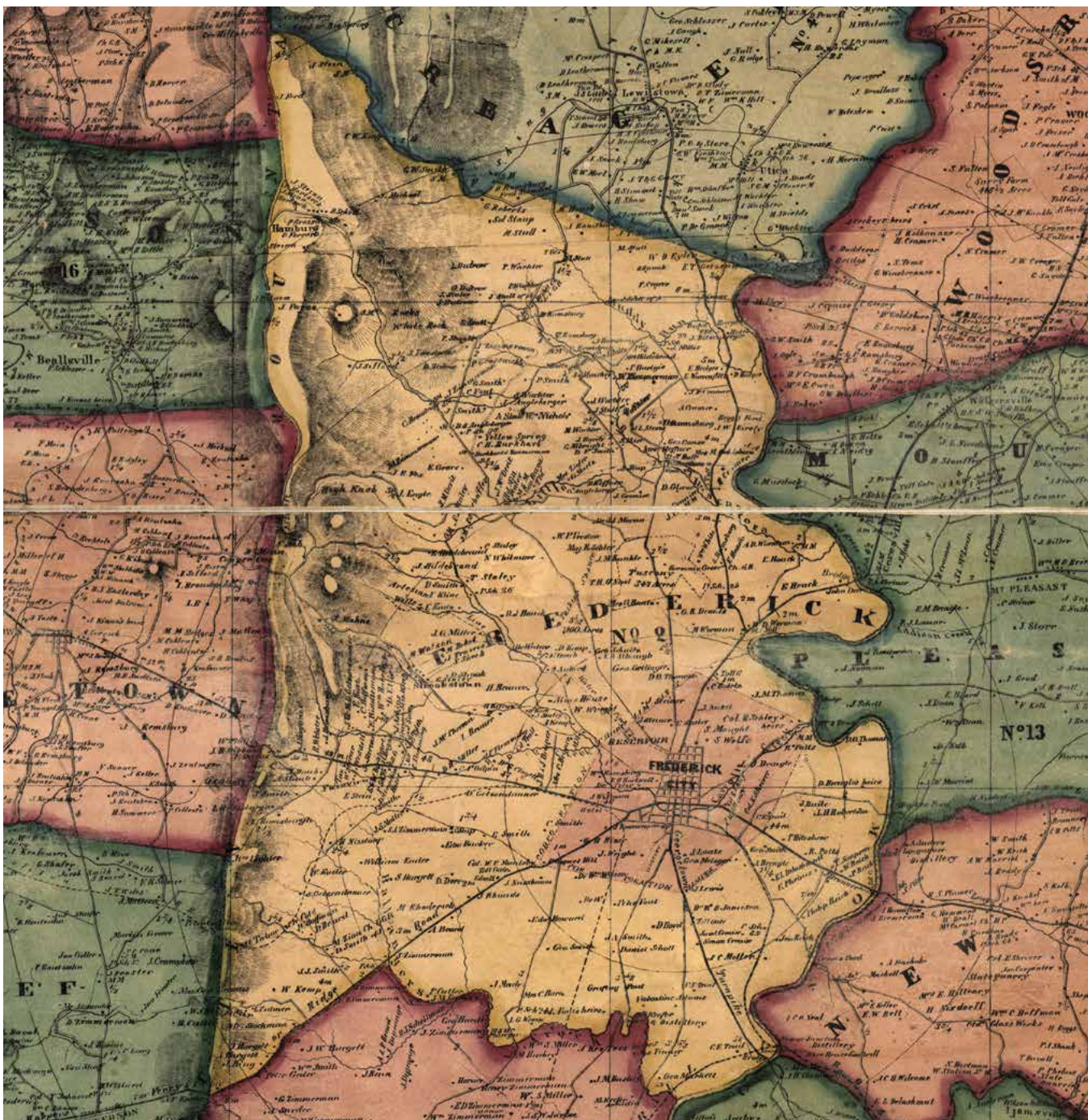


# Frederick Town Historic District **DESIGN GUIDELINES**

2019 EDITION





Bond, Isaac. Map of Frederick County, 1858.

## ➤ QUESTIONS?

For Information about the City's historic preservation programs, contact the City of Frederick Planning Department at: **301-600-1499**

Check the City's website at: **[www.cityoffrederick.com](http://www.cityoffrederick.com)**

The Planning Department is located at:

**Municipal Office Annex, 140 West Patrick Street, Frederick, MD 21701**

# Frederick Town Historic District DESIGN GUIDELINES

2019 EDITION

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## ACKNOWLEDGEMENTS

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**The Guidelines were adopted by the  
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Derek T. Shackelford  
Roger A. Wilson  
Donna Kuzemchak  
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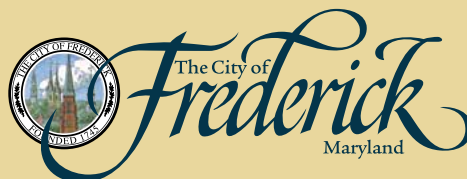
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# INTRODUCTION

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The *Frederick Town Historic District Design Guidelines* (“Guidelines”) have been developed to assist the Historic Preservation Commission (“Commission” or “HPC”) in reviewing the exterior rehabilitation of historic properties, new construction, and demolition in the Frederick Town Historic District (“Historic District”). They also assist property owners, tenants, stewards of public properties and others in making preliminary decisions about work that requires HPC approval. The provisions contained herein provide guidance on rehabilitation and new construction that reflect best historic preservation practices. The intent of the Guidelines and the design review process is to ensure that all properties in the Historic District are rehabilitated in a way that retains their essential historic qualities and that new construction is sensitive to the scale and historic character of the district. These guidelines are the basis of the review process and the foundation for decision-making by the Commission.

## A. Conformance with Local, State, and Federal Codes

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The Commission uses the Guidelines and the *Secretary of the Interior’s Standards for Rehabilitation* to determine if proposed work is appropriate in the Historic District and appropriate for a particular building or site. The Annotated Code of Maryland, Land Use Article, § 8-301 and the Frederick City Code (“City Code”) require the Commission to base its decisions on guidelines approved by the Board of Aldermen. The Guidelines must conform to the City Code, which codifies zoning and subdivision requirements. The Guidelines must be consistent with those accepted by the Maryland Historical Trust, which are the *Secretary of the Interior’s Standards for Rehabilitation*. Conformance with the Secretary’s Standards is also a condition of the City’s Certified Local Government status, a program administered by the National Park Service and the Maryland Historical Trust, which is the state’s federally-designated State Historic Preservation Office.

## B. Conflict Between Guidelines and Codes

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In the event of a conflict between state laws or the City Code and the *Frederick Town Historic District Design Guidelines*, the applicable law or code will take precedence.

## C. HPC Rules of Procedure

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The Commission’s *Rules of Procedure* specify how the Commission operates and how applications are reviewed. Changes to the *Rules of Procedure* may be made by the HPC and are available in the Planning Department or on the City’s website. Planning Department staff can provide assistance with all aspects of the review process.

## D. Historic Preservation Overlay Zone

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The Frederick Town Historic District has been designated a Historic Preservation Overlay (HPO) zone, with the underlying zoning specified on the City’s official zoning map. As a result of the HPO zoning designation, all work in the Historic District requires a zoning permit. Some work also requires other permits. Application for zoning and building permits is simultaneous, with both merged on the same document.

## E. Other Permits and Approvals

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Some work may require other permits or approvals, in addition to zoning and building permits, such as electrical or plumbing permits, variances from the Zoning Board of Appeals, or site plan approvals from the Planning Commission. Staff of the Building Department can provide information on permits and staff of the Planning Department can provide information on variances and site plan approvals. Both departments are located at the Municipal Annex, 140 West Patrick Street. Information also is available on the [City's website](#).

## F. International Building Code and International Residential Code

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The City of Frederick uses the most recently adopted International Building Code (IBC) and International Residential Code (IRC). Both codes accommodate the preservation of important features in historic buildings. Information on the building codes and building permits can be obtained from the Building Department.

## G. Rehabilitation

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- 1. Definition.** Rehabilitation is defined by the Secretary of the Interior as “the act or process of making possible an efficient compatible use for a property through repair, alterations, and additions, while preserving those portions or features which convey its historical, cultural, or architectural values.” (36 CFR 68.2(b))
- 2. Distinct from other treatments.** Rehabilitation is distinct from preservation, restoration, or reconstruction treatments for historic properties. Preservation is intended to maintain the existing form, integrity, and materials of a building or site. Restoration is intended to return a property to a specific period through the removal of later work. Reconstruction is the rebuilding of a property that no longer exists. Rehabilitation is the approved treatment for buildings and sites in the Frederick Town Historic District where historic properties are maintained for contemporary use. New construction and additions are addressed as an aspect of rehabilitation.
- 3. Application of other treatments.** The Secretary of the Interior’s Standards for the Treatment of Historic Properties address four treatments: preservation, rehabilitation, restoration, and reconstruction. If the applicant finds that a different treatment other than rehabilitation would be preferable for a specific property, the Commission shall take into consideration the standards and guidelines developed by the Secretary of the Interior for preservation, restoration, or reconstruction, when appropriate.



### ➤ HISTORY OF THE HISTORIC DISTRICT

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Inspired by Frederick’s bicentennial in 1945, a group of residents recognizing the unique character of the downtown and wanted to protect it, formed the Historic Zone Committee. In 1952, the City created the “Old Frederick District” that encompassed a few blocks and the Architectural Commission was established. The “Old Frederick District” was the second city in Maryland and the thirteenth in the nation to establish a local historic district. The Architectural Commission made recommendations on plans to the Mayor and Board of Aldermen.

In 1963 the state passed the Historic District Commission Act which enabled local governments to establish historic districts and commissions empowered with review authority. In 1967, Frederick residents, businessmen, the Downtown Frederick Association and other civic groups successfully petitioned the Mayor and Board of Aldermen for a Historic District Commission.

After several years of grassroots efforts, the historic district’s boundaries were expanded in 1977 and then again in 1995. In 2001 the name of the district was changed to the “Frederick Town Historic District.” With the adoption of the City’s Land Management Code in 2005, criteria and procedures for designating new districts and individual landmarks were established. As a result, the Historic District Commission became the Historic Preservation Commission to more accurately reflect their purpose.

There are over 75 designated local historic districts, including those in Baltimore City, throughout the state. The Frederick Town Historic District constitutes the largest contiguous collection of historic resources in the state. To learn more, [visit bit.ly/FTHDhistory](http://bit.ly/FTHDhistory).



## H. Basis of the *Frederick Town Historic District Design Guidelines*

1. **Secretary of the Interior's Standards for Rehabilitation.** The *Secretary of the Interior's Standards for Rehabilitation* are the basis of the Frederick Town Historic District Design Guidelines. Developed in 1976 and slightly revised in 1992, the Standards were developed to ensure that properties receiving federal funding and federal tax benefits are reviewed consistently. The ten standards are widely accepted in historic preservation practice throughout the United States and they are the basis of design guidelines nationwide. They are recognized by the Maryland Historical Trust as the basis for design guidelines used in local historic preservation programs.

2. **Interpretation of the Standards.** The Secretary of the Interior's Standards are explained in the *Secretary of the Interior's Standards for Rehabilitation*. The guidelines have been published in various formats. The City uses the *Illustrated Guidelines for Rehabilitating Historic Buildings*, published by the National Park Service in 1997, and the *Guidelines for the Treatment of Cultural Landscapes*, published by the National Park Service in 1996. As the National Park Service publishes updated versions of these publications, the City may use them for further interpretation. The Secretary's rehabilitation guidelines are considered explanations of the ten standards and are used to interpret the appropriateness of treatments in the Historic District.



**1-1 Bentztown.** West Patrick Street, looking west from Bentz Street, date unknown. *Courtesy of the Historical Society of Frederick County, Maryland.*

## I. *Secretary of the Interior's Standards for Rehabilitation*

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.
10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

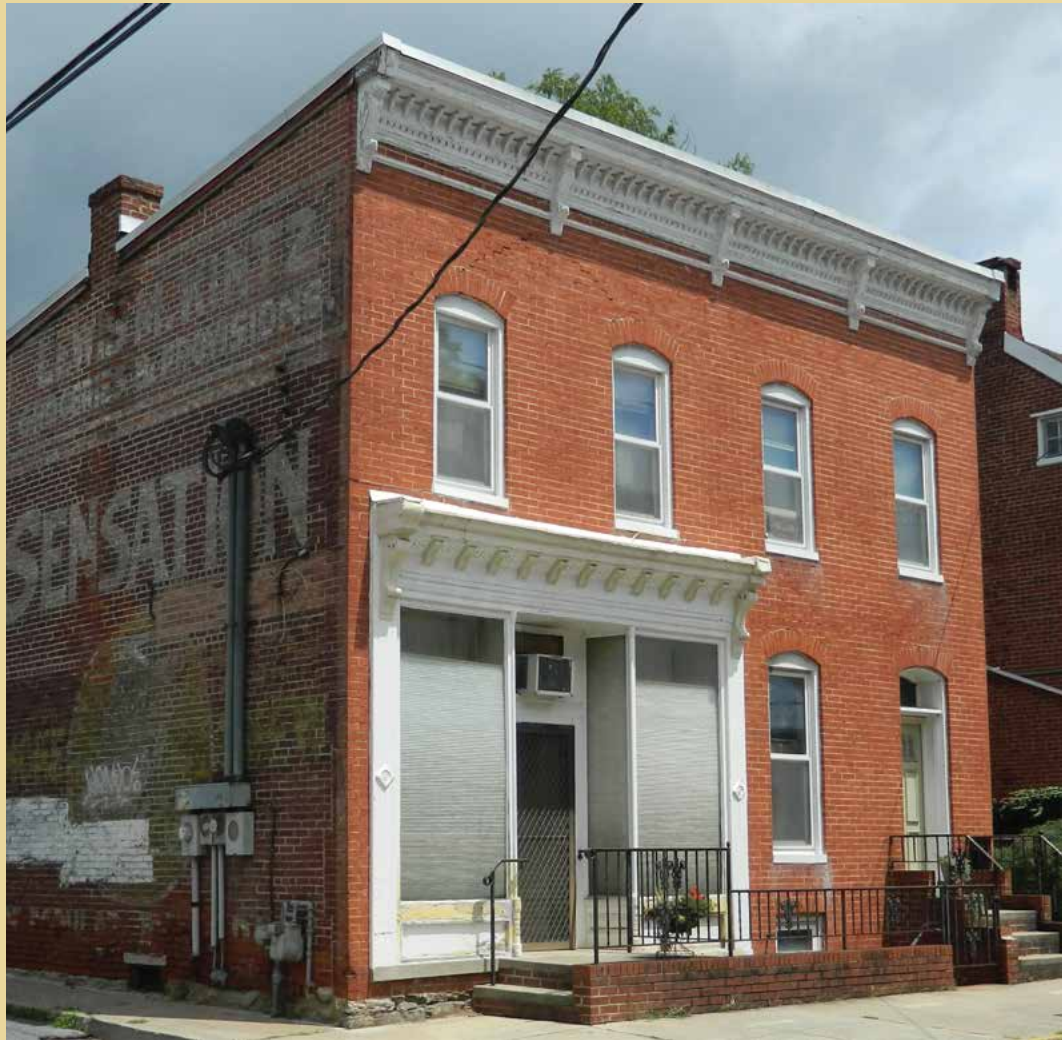
## J. General Parameters

- 1. Hierarchy of façades.** Historically, a building's design reflected its location and siting on its lot. The elevations facing a street typically were more elaborately designed and may have used richer, more decorative detailing than rear elevations. This hierarchy of treatments was based on visibility from the street. The Commission may exercise a certain degree of leniency when considering appropriate treatments for less prominent façades.
- 2. Character-defining features.** Character-defining features are those building components that make the structure unique and different from other buildings, characteristic elements of a particular architectural style, technique or architect, or features that are important to a building's unique identity. Elements that contribute to a building's overall significance will be more carefully scrutinized than those of lesser significance. Character-defining elements must be identified, retained and preserved to the fullest extent possible.
- 3. Historic materials.** Every effort must be made to retain and preserve historic materials. Non-original materials that the Commission believes have accrued significance must be retained and preserved, if possible. If replacement is necessary, new materials must be compatible in design, quality, materials, size, texture, details, and color.



### ➤ CHARACTER-DEFINING FEATURES

Throughout these guidelines reference is made to character-defining features. Such features are prominent or distinctive aspects, qualities, or characteristics of a resource that contribute to its physical character. Character-defining features of a building may include its form, decorative or functional elements, or specific materials. Character-defining features of a landscape may include plant materials, decorative and artistic details, streetscape elements, and the design of the space.



**1-2** The cornice, storefront, arched windows, and painted signage on the west wall are character-defining features of this building at 101 East 4th Street.

**4. Inappropriate actions.** The following actions are discouraged in the Historic District:

- a. Removing character-defining elements.
- b. Radically altering a property.
- c. Introducing elements to the existing building or site that cannot be documented historically.
- d. Demolishing significant and contributing properties.

**5. False sense of history.** Changes and new features that create a false sense of historical development, such as adding conjectural features, are not permitted. However, the Commission may find new features to be appropriate when they convey their contemporary construction through the use of different materials, offsetting the new feature, or other techniques.

**6. Missing features.** A missing feature is a feature that no longer exists but is known to have existed historically by documentary or physical evidence. If a missing feature is proposed for reconstruction, the replacement feature shall be compatible in design, materials, and scale with the historic feature.

**7. Beyond repair.** Rehabilitating historic fabric is an important aspect in retaining the unique characteristics of a property. However, sometimes a feature or material is in such poor condition that replacement is the best option. The following considerations should be taken into account when determining if a feature is beyond repair:

- a. If the feature or material is a rare example in the historic district or if it is historically or architecturally significant to the resource, then repair is strongly encouraged (rather than replacement).
- b. If deterioration is limited to a portion of a feature and that section(s) can be repaired or replaced in-kind, then total replacement should be avoided.
- c. If the level of repair is so extensive that much of the historic material will be lost, then total replacement may be appropriate.

**8. Open spaces.** Spaces that were historically designed to remain open, including but not limited to parks, public squares, designed landscapes, and cemeteries, shall be maintained and preserved.

**9. Adaptive use.** Adaptive use refers to modifications that render a building usable for a function other than originally intended. These guidelines are intended to encourage the adaptive use of properties, as long as character-defining features are not compromised.

**10. Energy conservation.** These guidelines are compatible with several measures that result in energy savings. However, when measures that result in the destruction of original fabric are proposed, the Commission may recommend a different strategy that better preserves the resource.



**1-3** The *Secretary of the Interior's Standards for Rehabilitation* do not support the removal of distinctive materials or the alteration of features, such as the gable ornamentation on this house at 113 East 7th Street.



## K. Historic Preservation Commission Review

1. The Historic Preservation Commission reviews all work specified in the Guidelines, including but not limited to the following:
  - a. All exterior alterations to buildings, sites, structures, or objects. The Commission regulates changes to the entire building envelope, including all façades and roofs. It also reviews changes to all ancillary or secondary buildings and changes to settings and landscapes located in the Historic District.
  - b. Maintenance that may impact the integrity of the material or structure, such as repointing masonry and cleaning exterior materials.
  - c. Construction, including new construction, reconstruction, and additions;
  - d. Demolition of any resource in the Historic District.
  - e. Moving buildings, structures and objects.



**1-4 Asbury United Methodist Church, West All Saints Street.** Built in 1921, the Asbury United Methodist Church stands prominently at the corner of West All Saints and South Court Streets. The Gothic Revival church features red brick walls with cast stone accents, buttresses, pointed arch windows, and a castle-like tower. The building has been rehabilitated to provide an accessible entrance while retaining its essential historic qualities.



**1-5 Adaptive Use.** Once home to the Frederick Junk Company, this building was adapted for residential purposes.

2. The Commission does not review the following categories of work:
  - a. Routine maintenance that does not alter the exterior fabric or features of a site or structure and has no material effect on the historical, archeological, or architectural significance of the site or structure and is not otherwise contrary to the Guidelines. Examples include re-attaching loose downspouts, replacing broken glass, and replacing deteriorated flashing. The Commission maintains a list of work that does not require its approval, which is available at the Planning Department or on the City's website.
  - b. Interior work.
  - c. Paint color, except painted signs, roofs, building accessories, and other pre-finished elements.

## L. Review of All Façades

The Commission reviews all exterior changes to properties in the Historic District if any portion of the structure or site is visible from a public way, whether or not the proposed changes are visible from a public way. Depending on the nature of the project, the significance of the property, and the impact of the work on the historic resource, the Commission may be more lenient when reviewing proposals that affect portions of buildings not visible from a public way.

## M. Required Considerations for Reviewing Applications

The Commission will consider the following in its review of applications:

1. The historic, archeological, or architectural significance of the site or structure and its relationship to the historic, archeological, or architectural significance of the surrounding area;
2. The relationship of the exterior architectural features of the structure to the remainder of the structure and to the surrounding area;
3. The general compatibility of exterior design, scale, proportion, arrangement, texture and materials proposed to be used; and
4. Any other factors, including aesthetics, which the Historic Preservation Commission considers pertinent.

## N. Degree of Importance

**Required consideration.** When the Commission makes a decision regarding construction, reconstruction, alteration, moving, or demolition, it must consider the historical, archeological and architectural value of the resource, including its integrity. Resources in the Historic District are either contributing or non-contributing.

1. **Contributing.** Contributing resources are the following:

- a. Buildings, structures, sites, or objects that help define the district;
- b. Buildings, structures, sites, or objects that add historical or architectural value; or
- c. Generally, those buildings, structures, sites, or objects that were built during the Historic District's Period of Significance (see Q, below). Resources that are less than fifty years old, but which are important for their association with a significant event, person, or architectural movement of national relevance, may be considered contributing.

2. **Non-contributing.** Non-contributing resources are those buildings, structures, sites, or objects that do not help define the Historic District and do not add historical or architectural value to the Historic District. Generally, resources that are less than fifty years old are non-contributing.

## O. Sites and Structures of Unusual Importance

The Commission may find a contributing resource to be of unusual importance, meaning that it embodies the highest levels of architectural, historical or archeological significance. A resource of unusual importance must individually meet one of the Criteria for Designation in Section 423 of the Land Management Code.

1. If an application is submitted for construction, reconstruction or alteration, moving, or demolition of a site or structure of unusual importance, the Commission shall attempt to formulate an economically feasible plan with the owner of the site or structure for its preservation.
2. If no economically feasible plan can be formulated, the Commission shall have 90 days from the time it concludes that no economically feasible plan can be formulated to negotiate with the owner and other parties in an effort to find a means of preserving the site or structure.



**1-6** Resource of Unusual Importance: Winchester Hall, 12 East Church Street. Although a resource need only meet one of the criteria for significance, Winchester Hall meets several. The east wing was completed in 1844 and the west wing was completed in 1857. Both housed the Frederick Female Seminary, which later became Hood College. During the Civil War the west wing was used as a Union hospital, and since 1939 the building has served many functions of Frederick County government, as Winchester Hall, named for the founder of the Frederick Female Seminary. The building is architecturally significant as a premier example of the Greek Revival style.

3. Except as otherwise provided in Section O.2 above, unless the Commission is satisfied that the proposed construction, reconstruction or alteration will not materially impair the historic, archeological or architectural significance of the site or structure, the Commission shall deny the application for construction, reconstruction or alteration.
4. The Commission may approve the proposed construction, reconstruction, alteration, moving or demolition if:
  - a. The structure is a deterrent to a major improvement program that will be of substantial benefit to the City;
  - b. Retention of the structure would cause undue financial hardship to the owner; or
  - c. Retention of the structure would not be in the best interests of a majority of persons in the City.

## P. Judgment of Plans

The Commission “shall strictly judge plans for sites or structures determined by research to be of historic, archeological, or architectural significance” (contributing resources). The Commission “may not strictly judge plans for a site or structure of little historic, archeological, or architectural significance, or involving new construction” (non-contributing resources), unless the plans would seriously impair the historic, archeological, or architectural significance of the surrounding site or structure (Annotated Code of Maryland, Land Use Article, § 8-304).

## Q. Period of Significance

The period of significance refers to the inclusive time period of the development or construction of resources that define the Historic District. The period of significance for above-ground (non-archeological) resources dates from the mid-eighteenth century to fifty years back from the current year. The period of significance for archeological resources extends from pre-historic times to fifty years back from the current year. Resources less than fifty years old may be considered contributing to the Historic District if they are related to an event of great historical importance, to a person of national or international significance, or if they are the work of a master architect or builder.

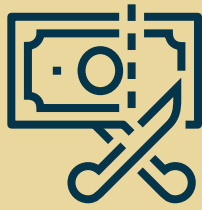


**1-7 A Contributing Resource: 228 East 2nd Street.** This simple, brick house is a contributing resource because it was built during the Historic District's period of significance and adds architectural value to the district.



**1-8 Period of Significance.** Although this Art Deco bank at 154 North Market Street was built in the 1940s, it falls within the Period of Significance of the Historic District.

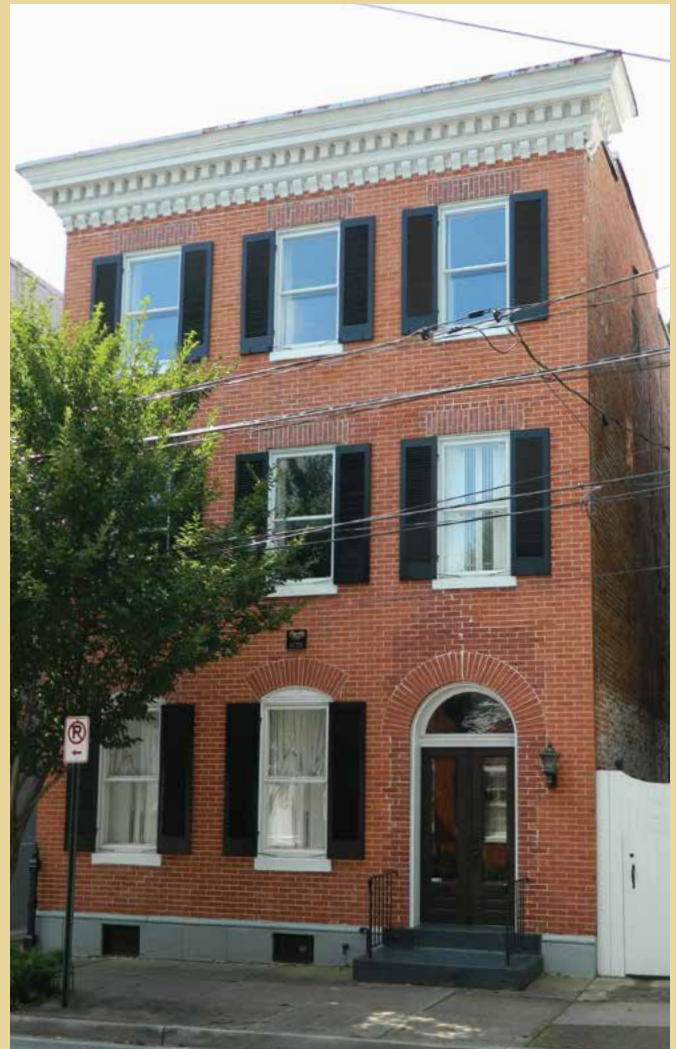




## ➤ FEDERAL, STATE & LOCAL HISTORIC PRESERVATION TAX CREDITS

**Federal & State Historic Preservation Tax Credits:** Certain rehabilitation work on designated historic properties or contributing resources in historic districts that are listed on or eligible for listing on the National Register of Historic Places may qualify for Federal and State income tax credits. Properties located in the Frederick Town Historic District are potentially eligible for this type of financial incentive. Please note that the Federal tax credits are only for income-producing properties and must be certified by the [National Park Service \(NPS\)](#). The [Maryland Historical Trust \(MHT\)](#) is the point of contact for both Federal and State tax credits. *Tax credit approval from MHT and/or the NPS is not a substitute for HPC approval.*

**City of Frederick's Historic Preservation Tax Credit:** Tax paying property owners in the Frederick Town Historic District may apply for a property tax credit equal to twenty-five percent of the properly documented expenditures incurred for exterior work that contributes to the restoration or preservation of a structure designated by the City of Frederick (Historic Preservation Overlay). In order to be eligible, the project must have prior HPC approval and a permit unless the project is only for eligible work on the [Minor Rehabilitation List](#). Not all work that receives HPC approval is necessarily eligible for the tax credit. More information can be found on the [City's website](#).



**1-9 118 West 3rd Street.** The owners took advantage of the federal historic preservation tax credits when they rehabilitated this house. The *Secretary of the Interior's Standards for Rehabilitation*, which is the basis of these design guidelines, was used by the federal and state reviewers of this tax project.

## R. Deviation from the Guidelines

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From time to time the Commission may decide it should make a decision regarding construction, reconstruction, alteration, moving, or demolition that deviates from the Guidelines and may compromise the historical value of a resource. Such deviation shall only be made under the following circumstances and only if the proposed deviation is in keeping with the Historic District and the neighborhood:

1. **Deviation for contributing resources.** Deviation from the guidelines will not be permitted for contributing resources if any of the following pertain:
  - a. The integrity of the streetscape will be compromised; or
  - b. The integrity of any surrounding historic properties will be compromised; or
  - c. The contributing resource or its setting will be so altered that it will no longer be contributing.
2. **Deviation for non-contributing resources.** Deviation from the guidelines for non-contributing resources will not be permitted if:
  - a. The integrity of the streetscape will be compromised; or
  - b. The integrity of any surrounding historic properties will be compromised; or
  - c. The design integrity of the resource itself will be compromised.

## S. Required Findings for Deviation from the Guidelines

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The Commission shall not deviate from the Guidelines as described in R, above, unless it finds the following:

1. Deviation from the Guidelines will not be contrary to the purpose and intent of the *Frederick Town Historic District Design Guidelines*; or
2. Any resulting loss of historic fabric or character will be ameliorated by the proposed construction, reconstruction, alteration, moving, or demolition.

## T. Permitted Actions by the Historic Preservation Commission

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The Commission may take the following actions with regard to applications:

1. Approve;
2. Approve with modifications;
3. Deny;
4. Continue.

## U. Resubmitting Denied Applications

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If an application is denied, the applicant may:

1. Modify the proposal so it is not substantially the same and submit a new application; or
2. Wait at least one year and resubmit the application; or
3. Follow the applicable appeal rights set forth in the City Code.

## V. Deadline to Commence Work and Expiration of Approval

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The Certificate of Approval is valid for three years, according to the City Code. The applicant has three years from the date of the approval to obtain a building/zoning permit and commence work. Six months extensions may be granted by staff before the approval expires.

## W. Commission Meeting Schedule

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The Commission meets at regularly scheduled times and occasionally holds special meetings. Commission workshops are intended for informal discussion, with no formal action taken. At regular meetings, or hearings, formal action is taken on applications and items. All meeting agendas are posted on the [City's website](#) and may also be obtained from the Planning Department.

## X. Workshops

Workshops provide applicants with an opportunity for Commission feedback and suggestions. Comments made at workshops are intended to provide guidance to applicants. Comments made at workshops are not binding upon the Commission and they may not reflect consensus or the outcome of a formal hearing. No formal action is taken at workshops.

## Y. Hearings

Hearings are formal and official meetings at which the Commission decides if the application should be approved, approved with conditions, or denied. If the application is considered incomplete pursuant to the HPC Rules of Procedure, the application will be continued to a future hearing. A complete application may be continued if the applicant and Commission mutually agree that the case should be continued.



### ➤ HPC APPLICATIONS & TYPES OF REVIEW

Exterior rehabilitation work, additions, new constructions, and site modifications require HPC approval and a building/zoning permit before starting work. The first step in this process is to submit a HPC application to the Planning Department. This form is available at the Planning Department and on the [City's website](#). Once an application has been approved, a Certificate of Approval will be issued so the applicant can obtain a building/zoning permit. If a Certificate of Denial is issued, the applicant cannot obtain a building/zoning permit. Although the same application is used for various types of projects, there are several different types of review processes in place.

**Administrative Review.** The Commission allows qualified historic preservation staff or a qualified consultant to approve certain categories of work that are in compliance with the Guidelines. Categories of work eligible for “administrative approvals” are specified by the Commission in the *HPC Rules of Procedure*. They are listed on the City’s website and are available at the Planning Department. Applications processed administratively do not need to be scheduled for workshops or hearings. Please note that the administrative approval process does not preclude the requirement to obtain all required building/zoning permits.

**Commission Review.** Projects that are not eligible for Administrative Review are evaluated by the Commission for its consistency with the Guidelines. This type of review requires attendance at a HPC hearing which are held at 6:00 p.m. on the second and fourth Thursday of each month. Public notice is required and public testimony will be heard at the hearing. Attendance at a workshop may also be required.

**Minor Modifications to Approval.** If minor changes are to be made for an approved project, the Commission has granted historic preservation staff or a qualified consultant review authority. Examples of such changes include items such as the addition of vents and exhaust fans or the substitution of models of light fixtures. A complete list is maintained on the Request for Minor Modifications form.

**Emergency Approvals.** If a building code official determines that a structure is an imminent danger as defined by the code, the official shall determine whether or not the proposed alteration or demolition is required to abate the danger.

# 2

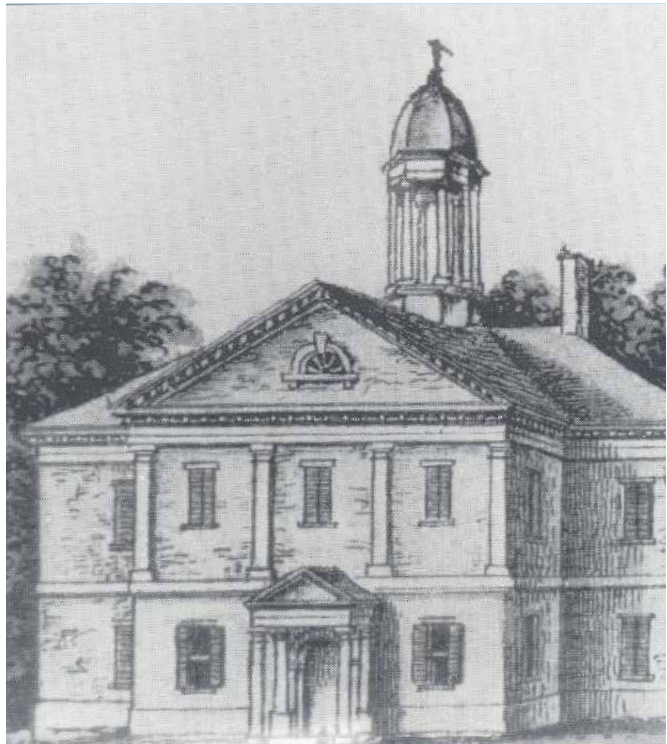
## THE CULTURAL CONTEXT OF THE FREDERICK TOWN HISTORIC DISTRICT

### A. Historical Overview of Frederick

Established in 1745 as a speculative land venture, Frederick has evolved over the years from a small frontier settlement to one of the largest cities in the State of Maryland. Over two and a half centuries of growth have transformed the city into an important regional center for commerce and industry, as well as a convenient commuter location for people working in Washington, DC, and Baltimore. Remarkably, because most early growth occurred within the 340 lots platted by Daniel Dulany and his son, the Frederick Town Historic District remains relatively intact and constitutes one of the largest historic districts in the state. It contains a broad spectrum of architectural styles that reflect the region's cultural history.

In 1744 Daniel Dulany, an Annapolis lawyer and proprietary official, bought approximately 7,000 acres west of the Monocacy River from the heirs of Benjamin Tasker. The next year, Dulany subdivided a section of the estate along Carroll Creek for a new town, laying out the original 144 lots along a grid plan with streets running north-south and east-west. Eventually, more lots were added for a total of 340 lots, bounded by the current Seventh Street to the north, South Street to the south, Bentz Street to the west, and East Street to the east.

A five-lot parcel was set aside for the Court House, now City Hall, and other lots were reserved for churches. When Dulany sold the remaining parcels, he stipulated that buyers improve the properties by erecting structures within a specified period. The first settlers were mainly of English and German descent. After only three years the town had developed so successfully that Frederick Town became the county seat for the newly-created Frederick County. The designation was significant, because at the time Frederick County encompassed all of the area west of present Baltimore and Howard counties, stretching to Maryland's current western border.



**2-1 Frederick County Courthouse, c. 1752.** The Dulany plat set aside five lots for the county courthouse. This courthouse was replaced in 1785 by a brick building that served the county some seventy-five years. The present building was constructed in 1862, and became City Hall in 1985. *From Schofield's "View of Frederick," 1854.*





**2-2 Francis Scott Key.** Frederick has long been proud of its association with Francis Scott Key. Born in Frederick County (in an area that later became Carroll County), Key practiced law in Frederick Town from 1801 to 1805. He wrote the Star Spangled Banner in 1814. *Courtesy of the Historical Society of Frederick County, Maryland.*



**2-3 Key Memorial, Mt. Olivet Cemetery.** The Francis Scott Key Monument from a 1901 catalog by the Baltimore and Ohio Railroad.



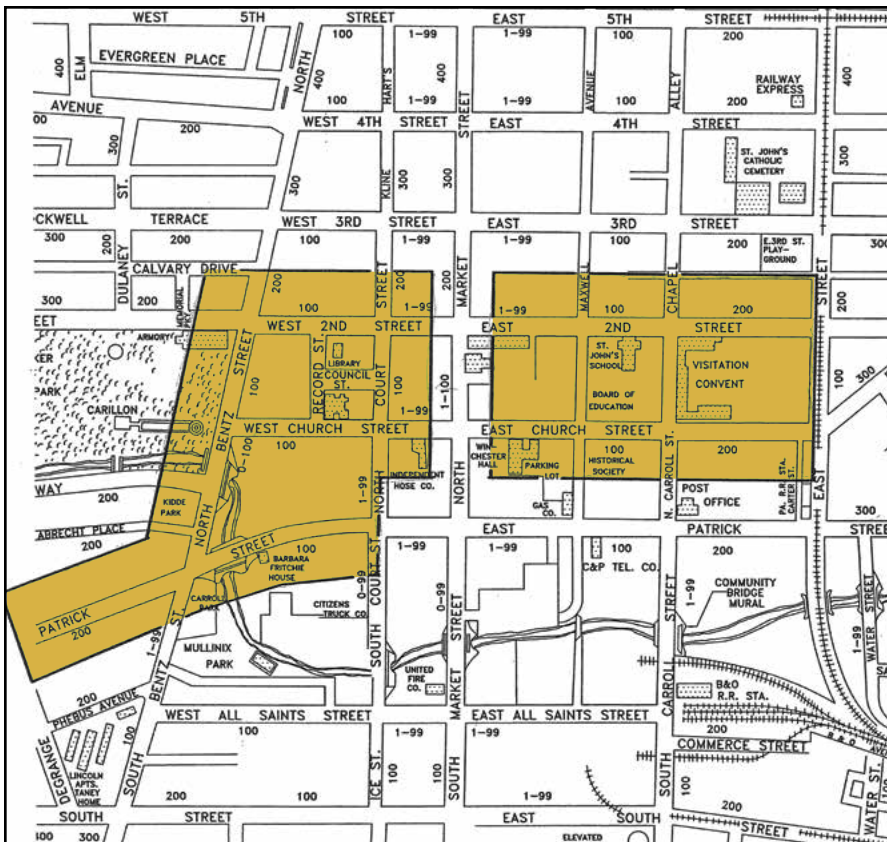
**2-4 National Road Milestone.** The National Road initially was planned to extend from Baltimore to Cumberland, but with time it extended into the American heartland. The National Road passed through Frederick on Patrick Street. The milestone on East Patrick Street at Maxwell Avenue, installed in about 1820, was one of many placed along the route.

By the end of the eighteenth century, the town's population had reached 2,606 and was becoming more culturally diverse. There were 449 houses, seven churches, two markets and numerous public buildings. The Frederick County School, the first established school for boys, opened in 1796 at the corner of Council Street and Record Street. The town was a center for trade, industry and politics.

Frederick Town was home to a number of citizens who played important and influential roles during the early years of the nation's development. In 1773, John Hanson established residency on West Patrick Street. He later served as a delegate to the Second Continental Congress and was elected President of Congress in 1781. Maryland's first elected governor, Thomas Johnson, was also a Frederick resident. He died in 1819 at Rose Hill Manor, the home of his daughter located north of Frederick, now encompassed within the City boundaries. From 1801 until 1823, Roger Brooke Taney practiced law in Frederick. Taney was appointed the Maryland attorney general in 1827 and held a number of national appointments, eventually becoming Chief Justice of the United States Supreme Court. While serving as Chief Justice, Taney administered the oath of office to seven presidents-elect, including Abraham Lincoln.

Due to its strategic location at the crossroads of major Native American and Colonial transportation routes, Frederick developed into a regional market center. A turnpike connecting Baltimore with the National Pike in Cumberland passed through the town along Patrick Street. A north-south route linking Gettysburg to Washington, DC, intersected the turnpike at the "Square Corner" in Frederick, the intersection of Market and Patrick streets. The burgeoning rail industry established an important presence in Frederick with construction of the Baltimore and Ohio Railroad depot in 1832 at South Carroll and East All Saints streets. A passenger station, constructed in 1854, still stands on the southeast corner of Market and All Saints streets.

Early additions to the original lots laid out by Dulany were clustered on the west side of Bentz Street. Bentztown and Battletown, added in 1817, were located along both sides of West Patrick Street and extended to the north side of West South Street. Another smaller addition was located west of Bentz Street between 2nd Street and 4th Street. Frederick was incorporated in 1816 and "Frederick Town" became simply, "Frederick."



**2-5 Old Frederick District, established 1952.** The original historic district in Frederick was called the Old Frederick District. Although limited in size and only minimally regulated, it was the first formal recognition of the City's historic resources. It was the thirteenth local historic district designated in the United States.



**2-6 Kemp Hall.** The Maryland Legislature held emergency sessions at Kemp Hall in April 1861. Located at the corner of East Church Street and North Market Street, the building has changed little since the legislature held the fateful sessions that resulted in Maryland's decision to remain in the Union.



**2-7 Hessian Barracks, Civil War Hospital.** Built in 1777, the two L-shaped stone buildings were used as a military post, armory, and a place to house Hessian prisoners during the Revolutionary War. The site was later used as the Agricultural Fair Grounds. During the Civil War, the barracks and property were designated General Hospital #1 in Frederick. This hospital treated over 30,000 patients during the course of the war. In 1868, the Maryland School for the Deaf and Dumb moved into the barracks buildings. *Courtesy of the Historical Society of Frederick County, Maryland.*

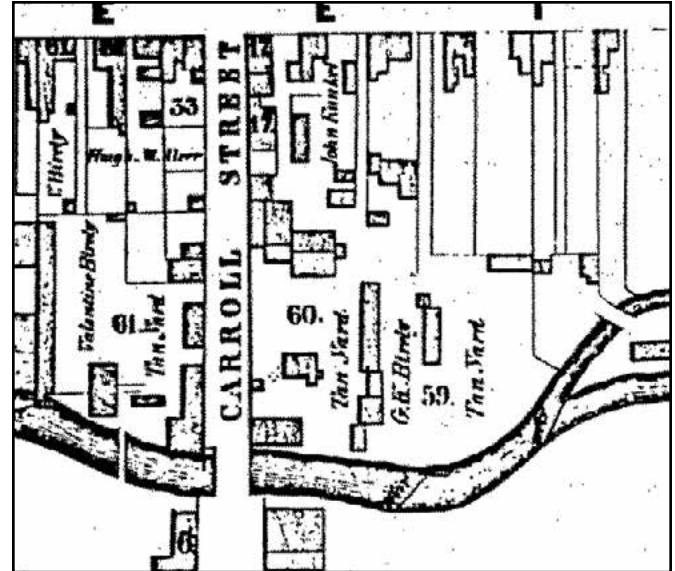


**2-8 Barbara Fritchie House, 154 West Patrick Street.** Immortalized by John Greenleaf Whittier in his poem written in 1863, Barbara Fritchie lived in a house at this site, later destroyed by floodwaters. The existing house is a replica built in 1927. *Courtesy of the Library of Congress.*





**2-9 Maryland Deaf and Dumb Institute.** Completed in 1871 and demolished in the early 1960s, the modern Maryland School for the Deaf is one of Frederick's most notable educational institutions. *Courtesy of the Historical Society of Frederick County, Maryland.*



**2-10 Birely Tannery.** A tannery was located on the north side of Carroll Creek, east of Carroll Street, from about 1836 to about 1930. The 1853 Pittar map included a plan of the large operation and its weirs on Carroll Creek. *Courtesy of the Historical Society of Frederick County, Maryland.*

Frederick played an important role during the Civil War. Because Confederate sympathies ran high in Annapolis, Frederick was selected as the site for 1861 sessions of the Maryland Assembly. The sessions were held in Kemp Hall on the southeast corner of Market and Church streets. Several times throughout the war, both Union and Confederate troops marched through the City. Many of the churches, public buildings and private residences were converted to makeshift hospitals for Union and Confederate armies following the battles of Antietam and Monocacy. Poet John Greenleaf Whittier immortalized Frederick resident Barbara Fritchie for her purported public defiance of Confederate General Thomas "Stonewall" Jackson.

The last half of the nineteenth century was marked by the addition of numerous schools, churches and public buildings. In 1867, the Maryland Deaf and Dumb Institute (today, the Maryland School for the Deaf) was established on the barracks grounds on the south side of the city. New public schools were opened, including the West Seventh Street School for African Americans in 1872 and the high school for girls on East Church Street in 1889. These schools added to the already-existing educational opportunities in the city, which included Visitation Academy, a boarding school for girls that was established in 1846 on the site of a previous school at East Second Street and Chapel Alley, and the Frederick Female Seminary, founded in 1839. Eventually, the school constructed the building now called Winchester Hall at 12 East Church Street. The female seminary later became Hood College.

Industrial and commercial development accelerated after the end of the Civil War and continued growing into the early twentieth century. Cheap labor, locally available raw materials and access to major markets made Frederick an attractive location for a variety of industries. Tanneries and flour mills were located along Carroll Creek, canning companies were opened to process the bounty of the local farms and new industries were established to produce consumer goods. Two of these industries were the Frederick Seamless Hosiery Company, opened in 1887 at the corner of East Patrick Street and Wisner Street, and the Palmetto Fibre Brush Company, later the Ox Fiber Brush Company, located on East Church Street. Several examples of industrial architecture remain along the eastern and southeastern boundaries of the Historic District.

The city continued to prosper and grow during the early part of the twentieth century. Because growth was limited within Daniel Dulany's original subdivision, new residential development took place outside the boundaries. The first planned addition to the early plat was the extension of East Third Street to the east of East Street in 1891. In 1894 Clarke Place was laid out just south of the Maryland School for the Deaf property, east of South Market Street. Other city streets were extended and subdivided west of Bentz Street, including Rockwell Terrace, which extended West Third Street in 1905 and Dill Avenue, which extended West Fourth Street.



**2-11 South Carroll Street.** By the late nineteenth century, South Carroll Street was a major center of Frederick industry. This photograph was taken in about 1908. *Courtesy of the Historical Society of Frederick County, Maryland.*

Over time, new buildings were erected within the original Dulany plat as opportunities became available. The Catholic Novitiate located on the north side of East Second Street and the south side of East Third Street near Chapel Alley was closed in 1900. Developers acquired this eastern two-thirds of the block in 1903 and cleared the way for new residences. By 1908, the site of Lewis McMurray's canning establishment, located east of Bentz Street between West South and West All Saints streets, had been subdivided for residences. A few early twentieth century commercial buildings replaced earlier buildings along Market and Patrick streets. Otherwise, Frederick's historic core remains largely intact.

In 1952 the City of Frederick created a historic district that encompassed a few blocks downtown, becoming the second city in Maryland and the thirteenth in the nation to establish a local historic district. Over the years the boundaries of the district were expanded, and in 1977 the City Code was strengthened, the district boundaries were expanded again, and the Historic District Commission was created. In 1995 the district boundaries were expanded once more, and in 2001 the Historic District was officially named the "Frederick Town Historic District." In 2005 the Commission was renamed the Historic Preservation Commission.

## B. Physical Development of Frederick Town

The Frederick Town Historic District reflects significant trends and concepts of early American urban planning. Laid out in 1745, the essential pattern of development was established by the early nineteenth century and has been left essentially intact for two-and-a-half centuries. The street plan in the Historic District reflects the city's Colonial heritage. The basic grid of the original plat presented primary and secondary streets with long, narrow lots running north to south. Most of the primary streets ran east-west, with the long lots running between them. Patrick Street, which was a portion of the National Road, was destined to become the most commercial of the east-west streets, just as Market Street became the main north-south artery for commerce. At its north end, Market Street became the Liberty Turnpike and at its south end it became the Georgetown Turnpike. The city's most prominent commercial center developed where Market and Patrick streets intersected, known as the "Square Corner."

Some five lots on the original plat were reserved for a courthouse, now City Hall. Markets, shops, churches, schools, industries and housing developed in predictable patterns, with public and commercial functions on the major streets, industry on Carroll Creek and on the outskirts of town and



**2-12 Frederick, 1853.** The Pittar map is one of the earliest maps to show the footprints of buildings and, therefore, the extent of Frederick's development. *Courtesy of the Historical Society of Frederick County, Maryland.*



housing elsewhere. By the mid-nineteenth century, many of the long lots were divided into two, three, or four lots. Buildings fronted directly on the streets, with door stoops straddling the sidewalks. The lateral subdivision of the narrow lots resulted in a streetscape of closely spaced buildings, including many duplexes. Thus was the genesis of Frederick's row buildings that are the hallmark of its streetscape today.

The largely unbroken lines of buildings on the main streets left outbuildings, such as carriage houses, sheds and stables, mostly concealed from view, although many outbuildings were clustered on the city's alleys. With the incorporation of automobiles into Frederick culture, garages became a common secondary building type. They were typically located on alleys and, even today, very few garages in the Historic District are accessed from a major street.

Although the early plan of Frederick included some north-south oriented alleys, the occasional east-west alley was not evident until the late nineteenth or early twentieth century. A few streets in the Historic District that were developed later in the nineteenth century, such as Clarke Place, exhibit a consistent pattern of more suburban set backs from the street. The occasional house on other streets also was built contrary to the prevailing setback. Today, these buildings offer interest and enrich the texture of the street fabric, but generally they do not offer a pattern for infill development.

The first streets in Frederick were paved with cobblestones, which were later replaced with brick paving and granite curbs. The first brick paving, installed in 1902, was on East Church Street between Market Street and Chapel Alley. Frederick's earliest sidewalks were built of planks, with stepping stones at the corners. Later, brick sidewalks were standard, although concrete walks graced the fronts of prominent buildings, like the Frederick County Courthouse. Brick was typically laid in the herringbone or running bond pattern. Historic photos of the basket weave pattern that was used later in Frederick have not been found. As the twentieth century unfolded, the brick streets were covered with asphalt and many of the brick sidewalks were replaced with concrete. Where brick walks remain today, generally the granite curbs also are evident.

The earliest photographs of Frederick show some street trees, but by the mid-nineteenth century they were probably common on most streets. Trees were planted in tree wells in sidewalks to provide essential shade in the hot Maryland summers for the fronts of buildings. Other street plantings were minimal. Tiny flower beds were carved out of



**2-13 Street trees.** Numerous street trees can be seen in this c. 1906 photograph on St. John's Church on East Second Street. *Courtesy of the Library of Congress.*



**2-14 Baker Park.** The crown jewel of Frederick's park system is Baker Park, which was opened in 1928. Although it has continued to evolve to meet the needs of Frederick citizens, it remains an important historic landscape in the district.



**2-15** An electric streetlight can be seen along West Patrick Street in this photograph from 1933. *Courtesy of the Library of Congress.*

sidewalks in front of some houses, and pots and urns filled with flowers were probably a common sight. Window boxes may have had periods of popularity.

Frederick's earliest street lights were gas fixtures on low poles, probably dating to the mid-nineteenth century. The first electric lights on Frederick's streets were installed in 1887. They may have been suspended from wires that were strung across key intersections. In the early years of the twentieth century, round globes on metal poles were common, either single fixtures, pairs, or clusters. Examples of the round globes remain in several places, including the wall of St. John's Cemetery and the bridge over Carroll Creek on Bentz Street. The "acorn" fixtures that still exist in many parts of Frederick were evident by 1930. These fixtures persisted through the 1950s on Patrick and Market streets and into the 1970s on some residential streets in the Historic District. In some outlying twentieth century neighborhoods, they still exist.

The next generation of streetlights on Patrick and Market streets was long, narrow fluorescent fixtures installed on the power poles. These fixtures were designed to illuminate both the sidewalks and streets. On residential streets, smaller fixtures intended only to illuminate the street were installed on power poles. These fixtures are sometimes known as "cobra" lights. The Historic District Commission objected to the appearance of the lights and extensive networks of wires on Patrick and Market streets, and in 1970 the overhead wires on Market Street were placed underground as far south as Clarke Place. In the 1980s, rectangular fixtures were replaced with those known as "shoebox" fixtures to achieve the level of lighting required by state regulations. Today, acorn light fixtures on decorative metal poles are generally the lights of choice in the Historic District when modern lighting is replaced, or in new developments, such as Carroll Creek Park and Maxwell Square.



**2-16 St. John's Cemetery.** Cemeteries have long been oases of green in Frederick's urban context.



Today, the regular pattern of historic building fabric defines Frederick's streetscapes with few interruptions. A few surface parking lots are visible, and modern structures and amenities demonstrate that Frederick's thriving downtown has adapted to its commercial growth. However, early recognition of the remarkably intact historic fabric inspired the City to designate the first portion of the Historic District in 1952. The Historic District boundaries were expanded over the next 45 years, and the role of the Historic Preservation Commission in safeguarding its resources became ever more important.

## C. Landscapes in the Historic District

The Frederick Town Historic District includes historic landscapes that are essential parts of the district's heritage and that reflect the evolution of the Historic District over some 250 years. The Historic District has always been characterized by areas of green space, whether for gardens, cemeteries, livestock, or formal settings for prominent buildings. Historically, the major public landscaped areas were the park-like setting of the Frederick County Courthouse (now City Hall), the many cemeteries scattered around town, several churchyards and the campus of the institution now called the Maryland School for the Deaf.



**2-17** Along East 2nd Street, a brick garden wall encloses the property of the Visitation Academy and Convent as seen in this 1933 photograph. *Courtesy of the Library of Congress.*

Parks were not evident until the twentieth century, but today a number of parks are located in the Historic District. The number of cemeteries has dwindled, with gravesites concentrated at Mt. Olivet and St. John's cemeteries, instead of the several smaller cemeteries that once existed in the Historic District.

Privately owned land lent a significant amount of green space to the city. Historic maps reveal that undeveloped lots were common at least until the middle of the nineteenth century, and even later on the periphery of the City, especially along East Street and between Patrick and South streets. Agricultural land stretched westward from Bentz Street, north of 7th Street, east of East Street and south of South Street.

The generous lots in historic Frederick probably were planted with vegetable gardens and orchards. Shade trees probably were planted to shade the backs of houses. Fences were common in the earliest periods of Frederick history, to keep wandering livestock out of garden spaces and to embellish the grounds of the City's important

## ➤ WHAT IS THE HISTORIC CONTEXT OF THE FREDERICK TOWN HISTORIC DISTRICT?

The historic context of an area refers to a broad pattern of historical development that resulted in the construction of a collection of resources—buildings, structures, sites and objects—and their pattern on the land. For example, the historic context of Frederick was influenced by the early arrival of German and English settlers, the surrounding rich farm land, and available transportation routes, which led to the development of Frederick as an agricultural market town. Major themes of Frederick's historic context include religion, educational opportunities, trades and professions and the places of origin of the people who lived here. Some aspects of Frederick's historic context are unique to the City, while other aspects are typical of the state or region. Some are relevant to a small window of time, while others spanned a number of years. Historic contexts allow us to evaluate a resource within a framework of history and culture that provides a meaningful explanation of its existence.



buildings, such as the Frederick County Courthouse and the City's churches. Unlike today's fences, back yard fences were not typically built for privacy or screening, but to control access. Low, picket and board fences were common in back yards. Neighborly chats across backyard fences were an aspect of the City's social life and the preservation of views across backyards allowed families to observe the comings and goings of children.

Masonry walls are evident in historic photographs. Some were used as retaining walls to control changes in grade, and others served the function of a fence. Masonry walls include fieldstone, cut stone and brick. Some were parged or finished with stucco.

The earliest street trees probably were native species, such as varieties of oak and maple. As horticulture expanded nationwide, exotic trees became available and the variety of species evident in Frederick expanded. Today, the City's parks and streets contain very old specimens of ginkgo, American chestnut and sycamore.

As principles of planning and landscape architecture developed in the nineteenth and twentieth centuries, and as the social sciences simultaneously focused on the problems of cramped, urban environments, Americans realized that green spaces are vital in urban areas and buildings are enhanced by open space. For many decades Frederick's open and green spaces remained relatively intact; however, today these spaces may be the most threatened historic resource in the Frederick Town Historic District. The continually escalating value of real estate, a desire for large-scale buildings and a quest to develop lots to their highest potential value are threats to the Historic District's historic landscapes.

## D. References for Sections A–C

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## E. Common Frederick Architectural Styles

Frederick, like other cities of the mid-Atlantic region, was designed from the start to be a town. Its earliest buildings are urban buildings—in form and sensibility. When Frederick grew, it grew in density and townhouses abounded. Although Frederick did respond to some national trends in architectural form and style, the purest stylistic expression occurred on properties of the wealthy. Varying degrees of plainer, simpler and smaller versions of styles were more prevalent on the landscape. The city also had its own regional vernacular. Although the construction of some of Frederick's buildings was in a folk tradition, these buildings were not rural in any sense. Many buildings were not pure styles. Local builders usually mixed style elements. For example, Queen Anne decorative elements were often placed on Greek Revival forms. Buildings also changed over time. Additions and new stories were added, as was ornamentation. Many original window and door elements may have been replaced.

Typical characteristics of Frederick building styles and forms follow.

### 1. Early Vernacular German, eighteenth century

- a. **Plan:** typical early examples originally had a central chimney plan;
- b. **Façade:** later structures have four bays;
- c. **Entrance:** two side-by-side central front doors (one to kitchen and other to parlor) or one off-center front door in some four-bay houses;
- d. **Materials:** log construction often with siding, stone, brick;
- e. **Roof:** may taper or have no ridge pole;
- f. **Example:** 23 East 5th Street.



**2-18** Early Vernacular German house, 23 East 5th Street.

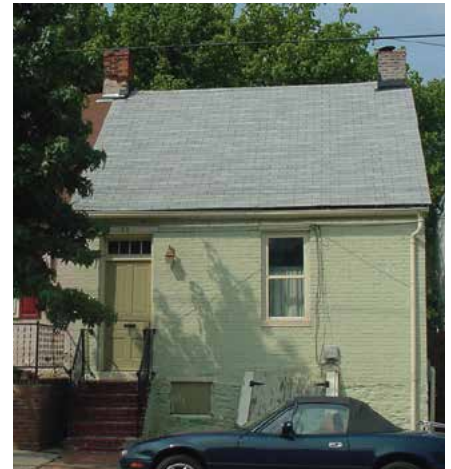


## 2. Early Vernacular English, eighteenth and nineteenth centuries

- a. **Plan:** single or double pile (one unit behind the other) one or one and one-half stories;
- b. **Roof:** side-gabled;
- c. **Door:** centered;
- d. **Materials:** log construction often with siding, stone, brick;
- e. **Examples:** 101-105 East 5th Street, 527 North Market Street.

## 3. Georgian Style or Influenced, late eighteenth century with influences through the twentieth century

- a. **Plan:** center or side passage plans;
- b. **Façade:** five, three or two-bay façades;
- c. **Entrance:** in center of five-bay façade and left or right of center in smaller buildings, often with fanlights or multi-light transoms above doors;
- d. **Windows:** twelve-over-eight or nine-over-six panes;
- e. **Trim:** eighteenth and early nineteenth-century buildings may have heavy or large trim, possibly with mortise-and-tenon joints for windows and doors;
- f. **Doors:** usually six raised panels;
- g. **Materials:** wood or masonry. Early masonry examples have water tables, jack or flat arches above openings;
- h. **Roof:** hipped or gabled;
- i. **Embellishment:** principally around door. Since basic designs were simple, variation found in the details;
- j. **Key words:** formal, symmetrical, heavy;
- k. **Examples:** 341 and 344 North Market Street, 104 North Bentz Street.



**2-19** Early Vernacular German house, 23 East 5th Street.



**2-20** Georgian house, 104-106 North Bentz Street.



**2-21** Georgian house, 344 North Market Street.



**2-22** Federal house,  
124 West 3rd Street.



**2-23** Federal houses,  
103-105 Council Street.



**2-24** Greek Revival house,  
113 Record Street.

#### 4. Federal Style, early nineteenth century with influence through the twentieth century

- a. **Plan:** center or side passage;
- b. **Façade:** five-, three- or two-bay façades;
- c. **Entrance:** in center of five-bay façade and left or right of center in smaller buildings, often with fanlights or multi-light transoms above doors;
- d. **Windows:** twelve-over-eight or nine-over-six panes;
- e. **Trim:** lighter and more delicate than Georgian. Windows built in the second quarter of the nineteenth century have wide wood lintels with decorated corner blocks often in a bull's-eye pattern. Simpler examples have brick corbelled cornices;
- f. **Doors:** often have oval trim on raised panels;
- g. **Roof:** parapets on side gables. Dormers with stepped parapets (called "top hat dormers" by locals);
- h. **Materials:** wood or masonry. Wall texture becomes uniform. Water tables and belt courses are not usually seen on these masonry structures. Some buildings were given a skim coat of a stucco-like material. Early masonry structures may have flat or jack arches;
- i. **Examples:** 228 East 2nd Street, 103 and 105 Council Street, 117 West 2nd Street, 124 West 3rd Street.

#### 5. Greek Revival Style, 1820-1860 with later influences

- a. **Entrance:** Dominant-columned entry porch (which does not run the full length of the façade) on high style buildings. Doorways have rectangular transoms and sidelights;
- b. **Windows:** six-over-six panes;
- c. **Trim:** wide wood lintels above windows and doors, but often with plain corner blocks;
- d. **Doors:** six-panel;
- e. **Roof:** Front gable and cornice with wide-banded trim; brick side parapets;
- f. **Materials:** usually brick in Flemish bond;
- g. **Examples:** 113 Record Street, 411-427 North Bentz Street, 115 West 3rd Street, 76-78 East South Street.





**2-25** Italianate house, Trail Mansion, 106 East Church Street.



**2-26** Italianate-influenced shop, East Patrick Street.



**2-27** Gothic Revival duplex, 118-120 East 5th Street.

## 6. Italianate and Italianate-Influenced, Mid-1850s to 1890

- a. **Entrances:** arched, segmentally-arched transoms, sometimes rectangular transoms with arched glazing;
- b. **Windows:** elongated, two-over-two or four-over-four panes, sometimes arched or with arched glazing;
- c. **Trim:** shouldered arches, elaborate window hoods usually over arched windows or pedimented crowns over rectangular windows. Incised window hoods and door architraves;
- d. **Doors:** paired or single doors with four panels, often with arched topped panels;
- e. **Roof:** shed, behind elaborate bracketed cornice;
- f. **Material:** frame, brick, stone;
- g. **Keywords:** Elaborate, bracketed and sometimes incised cornice, arched elements;
- h. **Commercial buildings:** as above. Some buildings have an additional cornice above the storefront. Paired windows above first floor;
- i. **Examples:** Trail Mansion at 106 East Church Street, Frederick City Hall at 101 North Court Street, 121 West 2nd Street, 20-24 East 4th Street, 136-138 West 2nd Street, 321 North Market Street, 203 South Market Street.

## 7. Gothic Revival, 1855 for churches, with later influences on churches and houses through the 1920s

- a. **Plan:** churches asymmetrical with towers. Vernacular houses are often symmetrical with one-story porch. Row houses and duplexes may be asymmetrical, sometimes with no porches;
- b. **Doors:** arched for churches;
- c. **Windows:** churches, pointed arch. Houses usually had rectangular windows on the primary façade with a single or paired pointed-arch window in the center gable;
- d. **Roof:** churches, steeply pitched roof. Houses, side-gabled with short, centered gable with arched window;
- e. **Materials:** churches, brick or stone; houses were usually wood;
- f. **Trim:** May have drip mold over windows and doors. Gothic Revival influence may appear as cross-bracing in the center gable of a primarily Queen Anne vernacular house;
- g. **Examples:** 106 West Church Street, All Saints Episcopal Church. Gothic Revival houses are rare in the Historic District, probably because Gothic Revival was not considered an appropriate expression for urban houses. The center-gable window is often the only trace of Gothic Revival influence on a vernacular house. Examples include 213-215 East 6th Street and 118-120 East 5th Street.



**2-28** Second Empire commercial building,  
401 North Market Street.



**2-29** Queen Anne commercial building,  
236 North Market Street.



**2-30** Queen Anne house,  
10 Clarke Place.

## 8. Second Empire Style, late nineteenth century

- a. **Plan:** Center tower on high-style building;
- b. **Roof:** Mansard roof. Sometimes polychromatic with decorative shingles. Segmented dormers. (Some mansard roofs are not original to structures and do not indicate Second Empire buildings. Sometimes a mansard roof represents an added story to an earlier structure.);
- c. **Windows:** rectangular;
- d. **Trim:** brackets at cornice lines. Window hoods on primary façades. Cresting on towers;
- e. **Materials:** brick walls, often with slate roof;
- f. **Examples:** commercial examples (storefronts not original) at 401 North Market Street; 326 -330 North Market Street (earlier building rebuilt as Second Empire).

## 9. Queen Anne Style, late nineteenth century to early twentieth century

- a. **Plan:** includes porches, towers, polygonal bays. Polygonal towers and wrap-around porches distinguish early twentieth-century structures;
- b. **Façade:** asymmetrical;
- c. **Roof:** hipped or cross gabled, also front gabled, especially for attached townhouses;
- d. **Materials and construction:** frame and brick. Masonry elements can be corbelled or molded. Chimneys may be elaborate. Wood structures have decorative shingles and wood trim;
- e. **Embellishment:** spindlework, lacey or beaded spandrels, gable decoration which can be incised, half-timbered, shingled or spindled;
- f. **Keywords:** variety, texture, display, pattern;
- g. **Examples:** 10 Clarke Place, 103-107 East 3rd Street, 120 West Church Street; Commercial example at 236 North Market Street.





**2-31** Richardsonian Romanesque commercial building, 44 North Market Street.



**2-32** Richardsonian Romanesque duplex, 201-203 East 2nd Street.

## 10. Richardsonian Romanesque, 1890-1910

- a. **Plan:** includes towers;
- b. **Windows:** usually arched and often recessed into masonry wall. One-over-one sashes;
- c. **Façade:** asymmetrical;
- d. **Roof:** hipped or mansard; may have dormers;
- e. **Materials:** always masonry and usually of both rough-faced and ashlar stonework or brick with rough-faced stone. May be in two or more colors or mixed with brick decorative patterns. May have belt course(s). May have decorative plaques;
- f. **Examples:** Professional Building at 228 North Market Street, 201-203 East 2nd Street, 44 North Market Street.

## 11. Classical Revival, twentieth century

- a. **Façade:** symmetrical often with large columns (sometimes paired);
- b. **Trim:** balustrades and cartouches;
- c. **Materials:** marble or granite or masonry with stone trim;
- d. **Key word:** monumental;
- e. **Examples:** 2 South Market Street (Citizens National Bank building), 1 South Market Street (Maryland National Bank building), and 1 North Market Street (Frederick County National Bank building).

## 12. Colonial Revival Expression, twentieth century

- a. **Materials:** brick or frame;
- b. **Roof:** gable or hip;
- c. **Façade:** symmetrical;
- d. **Other elements:** may have columned front porches. Uses design elements from both Georgian and Federal periods together and may increase the scale of these elements. For example: a Georgian door with Federal trim and an oversized pediment;
- e. **Examples:** 116 Clarke Place, 109 East 2nd Street.



**2-33** Classical Revival building, Citizens National Bank, 2 South Market Street.



**2-34** Colonial Revival house, 109 East 2nd Street.

# 3

## ARCHEOLOGICAL RESOURCES

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The archeological sites and associated artifacts—collectively known as *archeological resources*—within the city limits represent the fragile and irreplaceable remains of the past human experience spanning some 10,000 years. Although the types of archeological resources found in the City are a microcosm of resources found throughout the Mid-Atlantic region, each represents an expression of cultural life, change, and adaptation unique to Frederick. In the Historic District, sites representing the eighteenth, nineteenth, and twentieth centuries are most likely to be encountered. Less likely are Native American (pre-European contact) sites widely due to ground disturbances stemming from historic period settlement and subsequent urban development.

### A. Archeological Review

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Archeological resources are finite and fragile, and they are easily destroyed by various earth moving activities including construction, demolition, and landscaping. Archeological resources can reveal a great deal about the City and how it evolved through time. The City recognizes that understanding its history and how it became what it is today is important to its present and to its future. As a result, the City of Frederick addresses archeological resource preservation and protection in the §603 of City Code. The code establishes a requirement *under certain circumstances* that areas that will undergo ground disturbance need to be assessed for their archeological potential.

If an assessment indicates archeological site potential in a project area, archeological site identification and evaluation investigations can take place, and resulting management summaries and reports prepared. The City Code requires *Standards and Guidelines for Archeological Investigations in Maryland* (Maryland Historical Trust Technical Report Number 2) to be the basis for archeological identification, evaluation, and planning.

Although the code pertains to the entire City, in the Historic District the identification, evaluation, and protection of archeological sites can be required for any building/zoning permit that will result in ground disturbance. Digging holes for fence posts and other minor excavation will not trigger archeological review, unless a known archeological site is present where the digging is proposed. HPC applications that involve ground disturbance require an Archeological Investigation Form to be submitted to the Planning Department in accordance with the Land Management Code. The Archeological Investigation Form shall be submitted in conjunction with a HPC application so that the applications can be reviewed concurrently. The Planning Department consults with a Professional Archeologist whose professional qualifications meet those established by the Secretary of the Interior in the field of archeology to conduct an Assessment of Archeological Potential. As indicated, any formal archeological investigations would stem from the assessment.

## B. The Information Potential of Archeological Sites

Archeological site information helps answer questions of scientific and cultural significance. Perhaps most relevant is that it helps relay the story of people that lived in Frederick. Archeologists use the material fallout of past behaviors to piece together the story of a place, here Frederick. From the broad to the specific, research questions about the City to be addressed by archeological data include changes in population size, social organization, political organization, the process of urbanization, trade and commercialism, as well as more mundane aspects of life like diets and personal hygiene and health. Ultimately, information provided by local archeology broadens our understanding of local and regional history, and it can even be used by teachers of a wide array of subjects thus educating the public of Frederick history.

1. **Historic sites.** Historical archeology is a branch of archeology that focuses on the recent past, from approximately AD 1600 to the present. Historical archeologists study not only artifacts and sites, but also documents written about the people and places in the past. Information from historic archeological sites allows us to build on existing knowledge of past events and enables us to verify or refute historical accounts. Another important role of historical archeology is to give a voice to traditionally marginalized groups. The lives of women, enslaved African Americans, and the poor have been illuminated by historic archeological sites.
2. **Prehistoric sites.** Prehistoric archeological sites represent sites dating to the time preceding Native American contact with Europeans. No written accounts of this part of City of Frederick history exists, so archeological information from prehistoric era sites in Frederick are all there is to reconstruct early life in the area. Archeological data can shed light on how early locals made a living technologically, socially, politically, and how groups regionally interacted and traded materials goods and exchanged ideas with neighboring groups far and wide.

## C. Types of Artifacts

1. **Historic Sites.** Pottery, glassware, building materials, personal items, toys, coins, weapons, domestic goods, kitchen refuse, and human remains.
2. **Prehistoric Sites.** Projectile (spear and arrow) points, stone knives, pottery, stone carvings, thermally altered (hearth) rocks, stone chips representing stone tool maintenance and manufacturing byproducts, tools designed for plant processing such as axes and grinding slabs, and human remains.

## D. Types of Archeological Sites

1. **Historic sites.** The following are examples of the types of historic sites that may be discovered in the Historic District: domestic sites, commercial sites, tanneries, potteries, cemeteries, Civil War field hospitals, privies, cisterns, outbuildings, stables and wells.
2. **Prehistoric sites.** The following are examples of the types of prehistoric sites that may be discovered in the Historic District: lithic scatters from the making of stone tools, quarry and mining sites, food procurement, processing, and harvesting sites, short-term camps, and longer-term base camps.



**3-1** Polychrome transfer-printed child's cup found at 527 North Market Street.



## E. Development Periods and Historic Contexts

Archeological resources that may be present in the City are best understood within a broader series of chronological developmental periods and historic contexts. The following chronological developmental periods have been adapted from the *Maryland State Historic Preservation Plan and the Historic Contextual Overview for the City of Frederick* by Reed and Wallace (2004). Information on these development periods and contexts is available at the Planning Department.

### 1. Prehistoric Development Periods

|                        |                   |
|------------------------|-------------------|
| Paleo-Indian           | 10,000–7,500 B.C. |
| Early Archaic          | 7,500–6,000 B.C.  |
| Middle Archaic         | 6,000–4,000 B.C.  |
| Late Archaic           | 4,000–2,000 B.C.  |
| Early Woodland/Archaic | 2,000–500 B.C.    |
| Middle Woodland        | 500 B.C.–A.D. 900 |
| Late Woodland          | 900–1600 A.D.     |

### 2. Historic Contexts

|  |                   |
|--|-------------------|
| First Contact and Initial European Settlement Period | 1600–1745 A.D.    |
| Establishing Frederick Town                          | 1745–1800 A.D.    |
| Agricultural and Industrial Transition               | 1800–1860 A.D.    |
| Industrial/Urban Dominance                           | 1860–1930 A.D.    |
| Modern Period  | 1930 A.D.–Present |



**3-2** Nineteenth and early twentieth century artifacts found at 527 North Market Street.



## F. Types of Archeological Investigations

Archeological investigations are grouped into three main categories: Identification (Phase I), Evaluation (Phase II) and Treatment (Phase III). Identification (Phase I) consists of background research and surveying a project area to assess whether archeological resources are present. Survey may consist of surface inspection and/or subsurface testing, which usually involves shovel test pits laid out according to a sampling strategy that provides equal coverage of a project area. Evaluation (Phase II) consists of more in-depth background research and subsurface testing on a previously-identified site. The purpose of the Phase II investigation is to supplement the known information on an identified property and to determine its archeological integrity and ability to generate new and significant information important to understanding local and/or regional history. Subsurface testing during an Evaluation usually consists of larger excavation units by using as few test units as necessary to analyze the site. The goal of Treatment (Phase III) is to avoid, minimize, or mitigate adverse effects on sites found to be historically significant. Preserving the resource is the preferred course, but when that option is unavailable, a large-scale data recovery excavation is often used to retrieve and analyze as much site information as possible.



3-3 Archeological investigations at the site of the Laboring Sons cemetery.

## G. References

**Kavanagh, Maureen.** *Archeological Resources of the Monocacy River Region, Frederick and Carroll Counties, Maryland.* Final Report prepared for Maryland Historical Trust by Maryland Geological Survey Department of Natural Resources, 1982.

**Reed, Paula and Edie Wallace.** *Historic Contextual Overview for the City of Frederick, Thematic Contexts for Architecture and Agriculture, and Industry.* Prepared for the City of Frederick by Paula S. Reed and Associates, 2004.

**Shaffer, Gary D. and Elizabeth J. Cole.** *Standards and Guidelines for Archeological Investigations in Maryland.* Office of Archeology and Office of Preservation Services, Maryland Historical Trust, 1994.

# 4

## MATERIALS FOR REHABILITATION AND THEIR TREATMENT

Every effort must be made to retain and preserve historic materials, thus maintaining the unique character of a property. Character-defining materials should be repaired rather than replaced. The information in this section complements Chapter 5, *Building Elements*, and is consistent with the *Secretary of the Interior's Standards for Rehabilitation*. It is important to review both Chapters 4 and 5 together as much as the information is inter-related. On a case-by-case-basis, the Commission may approve the use of materials acceptable for new construction on new additions as discussed in Chapter 10.

### A. Masonry Materials

**1. Character-defining masonry features.** Masonry features that help define the overall character of a building must be identified, repaired, and preserved. Such features include, but are not limited to walls, cornices, hoodmolds, columns, and pediments. Character-defining masonry elements should be repaired rather than replaced. If replacement becomes necessary, the design, material, bonding patterns and joints of the original should be replicated.

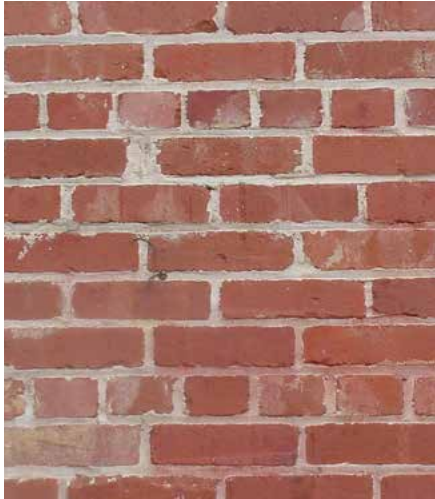
**2. Replacing missing masonry features.** If historic masonry features are missing, and no physical or documentary evidence remains to indicate the exact nature of the feature, the new feature should reflect a contemporary design that is compatible with the size, scale, material, and color of the building. Recreating a feature without adequate documentation would create a false sense of history and will not be approved.

**3. Maintain masonry buildings.** To prevent water penetration, masonry buildings must be carefully maintained. Water penetration can cause serious and potentially costly damage to masonry, either through freezing inside the walls or by causing destructive chemical reactions. For these reasons, it is important to keep roofs, flashing, drains, gutters, and downspouts in good repair and free of vegetation.



**4-1** Stone architectural details, such as the lintel on this building owned by the Evangelical Lutheran Church at 35 East Church Street, is a character-defining masonry feature.





**4-2** This wall exhibits brick laid in a common bond, with a header course every sixth row.



**4-3** This wall laid in common bond has a beaded mortar joint.



**4-4** These tightly-spaced bricks with thin mortar joints are a twentieth century brick veneer.

#### 4. Masonry treatments.

- a. **Brick.** Brick used to repair historic work must match the existing brick in material, size, color, texture, and finish. If brick is removed so repairs can be made, it must be done carefully in order to prevent breakage. Cleaning mortar from brick to be re-used must be done to prevent gouging and breakage.
- b. **Concrete.** Historic formed-concrete and concrete block walls and foundations shall be repaired and preserved.
- c. **Cast stone.** Cast stone on sills, lintels, cornices, and other architectural details shall be retained and preserved. If the Commission finds replacement of any feature is necessary, the replacement shall match the existing in material, size, form, color, texture, and finish.
- d. **Stone.** Historic stone walls, including garden walls, shall not be concealed by parging or other treatments. Where historic stone details exist, they must be retained and preserved.



**4-5** The stoop at 201 East 2nd Street demonstrates a common use of concrete in the Historic District.



**4-6** Early construction in Frederick was often stone as seen here at this building at 111 South Carroll Street.



**4-7** Stone details at this former bank building on Square Corner enrich the texture of the historic district.



e. **Stucco and parging.** Existing stucco and parging shall be repaired and preserved if the Commission determines that it was an original treatment or that its removal will damage the underlying wall. If the Commission determines these finishes require replacement, the new finish shall be applied traditionally, with a smooth and uniform finish. Manufactured stucco panels shall not be used for repairs to historic stucco.

i. **New stucco and parging on existing buildings.** Historic brick, stone, and concrete block walls on contributing buildings cannot be covered in stucco or parging unless deterioration is severe. Stucco may be approved for non-contributing concrete block buildings, structures, and additions. The stucco cannot consist of manufactured stucco panels and the finish must be smooth and uniform. The Commission may approve parging over original masonry if deterioration is severe or in the case of an exposed party wall.

ii. **Removal of stucco and parging.** The removal of stucco and parging will be approved on a case-by-case basis, and only with the assurance that the underlying material will not be damaged during the removal.

f. **Simulated masonry veneers.** Simulated masonry veneers consist of a cement-type material applied to exterior walls, in a manner similar to stucco, that was popular in the mid-twentieth-century (commonly known as Formstone or Permastone). Simulated masonry veneers that are original or which are considered by the Commission to be a significant alteration, shall be retained and preserved. On a case-by-case basis the Commission may approval the removal of simulated masonry veneers if it the underlying material is not or will not be damaged and the façade will be restored to its historic appearance as demonstrated in documentary or physical evidence.

5. **Painting unpainted masonry.** The painting or coating of historic masonry structures, or sections thereof, which are not currently painted or coated, will not be approved except in those cases where it will help stabilize deteriorating brick. Structures, or sections thereof, that are identified as non-historic may be painted for stabilization or aesthetic reasons.



4-8 The stucco walls at 104 East 7th Street are a character-defining feature of this twentieth century American Four Square house.



4-9 This foundation wall on Klineharts Alley has been parged and painted.



**4-10** The removal of stucco and parging require approval from the Historic Preservation Commission and must not damage the underlying material. A test panel is typically required.



**4-11** Before the Commission approved the removal of the paint at 118 West 3rd Street, it required a test patch. The Commission determined that the twentieth century brick and mortar would not be harmed by the removal of the paint using the tested product.

- 6. Removing paint from masonry.** The brick on many Frederick buildings was low-fired and porous and was frequently painted to maintain its integrity. The Commission will not approve the removal of paint from a brick building if the removal will cause damage or compromise its integrity. The Commission may approve the use of a chemical stripping method after it has approved and reviewed a successful test patch. Graffiti must be removed in a manner that will not deface or destroy masonry.
- 7. Cleaning masonry.** Masonry shall only be cleaned to arrest deterioration or to remove severe soiling. For further information, see [\*Preservation Brief 1, Assessing Cleaning and Water-Repellent Treatments for Historic Masonry Buildings\*](#).
  - a. Appropriate cleaning.** If the Commission finds that masonry cleaning is appropriate, the gentlest methods possible must be used. The approved method for cleaning masonry is low-pressure water using standard City water pressure without augmentation. Scrubbing can be done with soft bristle brushes and mild detergents. The Commission may approve water washing using the lowest pressure possible between 100 and 300 psi at the nozzle, with the nozzle no closer than eight inches from the surface being cleaned. On some surfaces the Commission may require a psi lower than 100 psi. Pressure compressors cannot be used. All non-masonry surfaces must be protected prior to cleaning.
  - b. Inappropriate cleaning.** Abrasive cleaning techniques, such as sandblasting, or strong chemical solutions are not appropriate and will not be approved. Such methods can severely damage the masonry surface. High-pressure washing, with pressure exceeding 300 psi, is not appropriate and will not be approved because it can cause severe damage to the brick and mortar.





## ➤ WHAT IS DOCUMENTATION AND PHYSICAL EVIDENCE?

Frequently, the Guidelines state that certain treatments cannot be undertaken unless documentation or physical evidence proves a feature existed. Documentation refers to paper records—written, printed, or pictorial. Such records include written descriptions (for example, the 1969 City architectural survey may refer to 6/6 windows that previously existed), photographs (a historic photograph may show a commercial storefront with the transom intact), or archival or published material (Jacob Engelbrecht may have mentioned the “new stone stoop added to Mr. Brown’s house” in his diary). Physical evidence may be the “ghost” of a previous feature outlined on a brick wall, a small remnant of a feature, or a buried foundation. Either alone or together, documentation and physical evidence can reveal much about the earlier appearance of a building.



**4-12** The Formstone façade on this West All Saints Street building is a significant twentieth-century alteration that should be retained and preserved for its association with AMVETS Post No. 5, an important community organization serving Frederick’s black veterans.



**4-13** The twentieth century row houses on East 7th Street were faced with split-face block. Few buildings in the Historic District have terra-cotta roofing, as seen on these pent roofs.



**4-14** Paint on unpainted masonry is regulated by the Historic Preservation Commission. The unpainted unit on the right, 32 East 3rd Street, cannot be painted without Commission approval. The unit on the left, 34 East 3rd Street, which already is painted, can be repainted without Commission approval.





**4-15** The stone portion of this wall is physical evidence that the building was initially a one-and-one-half story stone structure, later enlarged to two-and-one-half stories. Stucco was applied to the front of the building to unify the façade materials. The more modern brick on the newer construction is further evidence of the phased construction of this house.

**8. Repointing.** Repointing involves the removal of deteriorated and loose mortar from the joints of a masonry wall and replacing it with new mortar. If there is evidence of masonry deterioration, such as disintegrating mortar, cracks in joints, loose bricks, damp walls or damaged plasterwork, repointing may be necessary. [\*Preservation Brief 2, Repointing Mortar Joints in Historic Brick Buildings\*](#), provides specific information.

- a. Preparation.** Repointing shall only be done where deteriorated and loose mortar has been removed. Damaged mortar should only be removed using hand tools. On a case-by-case basis, the Commission may approve the use of some power tools on horizontal joints.
- b. Appropriate mortar.** Mortar used in rehabilitation shall be appropriate in composition based on the type of masonry and match the historic mortar in color, texture, and tooling. The use of a lime-based mortar is recommended for nearly all repointing projects and is required for repointing historic brick. The color of the new mortar shall match the existing mortar through the use of sand that matches the historic color or added tints. Consult the most current edition of [\*Preservation Brief 2, Repointing Mortar Joints in Historic Brick Buildings\*](#), for instructions on mixing a lime-based mortar.
- c. Portland cement.** Except where it is demonstrated to be original or compatible with the masonry type, Portland cement is generally not an appropriate mortar for most repointing jobs in Frederick and will only be approved on a case-by-case basis. Portland cement likely was not used in mortar mixes in Frederick until the late nineteenth century. The tensile strength of Portland cement is greater than the tensile strength of traditional lime mortars and creates a bond that is stronger than the historic mortar. The result can be spalling or cracking of the brick during freeze-thaw cycles.



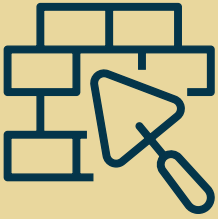
**4-16** Masons use special tools to repoint brick with historical accuracy. These tools are used to make beaded mortar joints.

## ➤ PRESERVATION BRIEFS

The National Park Service (NPS) has published a series of [\*Preservation Briefs\*](#) that concern various aspects of rehabilitation. These reports present historical information about various materials and the practical application of rehabilitation treatments. Several of the Briefs are specifically mentioned in the text of the Guidelines and a list of all titles is included in the Appendix.



## ➤ RECOMMENDED MORTAR MIX FOR SOFT FREDERICK BRICK



Frederick's oldest brick buildings were built with lime-based mortars that did not contain Portland cement. Repointing such brick and building with salvaged soft brick requires the use of lime-based mortars. Modern mortar mixes can result in damaged brick as freeze-thaw cycles weaken the structure of the brick and the joints.

The American Society for Testing and Materials (ASTM) defines mortar types in terms of the amount of Portland cement and strength in terms of psi (pounds per square inch). ASTM designates mortars by the letters M, S, N, O, and K (every other letter of the words "mason work"). The psi ratings range from 2,500 (type M) to 75 (type K). The proportions of materials are generally stated in terms of cement:lime:sand. Type K has the highest lime content and probably is the only ASTM type appropriate for old Frederick brick. The mix is 1:3:10 (1 part cement, 3 parts lime, and 10 parts sand).

A good mortar mix for the softest Frederick brick may be 0:1:3 (no cement, 1 part lime, 3 parts sand). If a slightly harder mortar is appropriate for the brick, a small amount of Portland may be added, for a proportion not to exceed 1:1:3 (1 part each, cement, and lime; 3 parts sand). The type K mortar and the two mixes suggested for Frederick are about 20% lime. The lime should conform to "ASTM C 207, Type S, or Type SA, Hydrated Lime for Masonry Purposes," according to [Preservation Brief 2, Repointing Mortar Joints in Historic Masonry Buildings](#).



**4-17** The duplex at 231-233 East Church Street was built with soft Frederick brick in the early- to mid-nineteenth century.

## B. Wood Materials

- 1. Character-defining wood features.** All character-defining wood features must be identified, repaired, and preserved. Such elements include, but are not limited to, siding, brackets, framing details, windows, doors, sills and lintels, entablatures, porches, cornices, shutters, and balustrades. All wood elements shall be repaired. The Commission will only approve the selective replacement of severely deteriorated pieces.
- 2. Replacing missing wood elements.** Recreation of missing character-defining wood elements will only be approved if historical, pictorial, or physical documentation exists. If documentation is not available, a compatible replacement in terms of material, size, scale, and color is appropriate.
- 3. Finishing and maintaining wood elements.** No matter the type of wood used, it must be painted or stained with a solid, opaque stain to ensure longevity and to attain the appropriate appearance for the Historic District. Proper maintenance and a regular painting schedule will prolong the life of all wood elements. Refer to [Preservation Brief 10, Exterior Paint Problems on Historic Woodwork](#).

- 4. Acceptable wood.** Any species of untreated, non-composite wood can be used for wood elements in the Historic District, except as prohibited by building codes. Plywood may be approved, but only where the edges are not visible.
- a. Decay- and termite-resistant wood.** The International Building Code and the International Residential Code require decay- and termite-resistant wood to be used in certain situations, specifically where siding is located within six inches of grade. Decay- and termite-resistant wood includes heartwood of redwood, cedars, black locust, and black walnut.
- b. Use of pressure-treated wood.** Pressure-treated southern yellow pine is also decay- and termite-resistant; however, generally this material is of poor quality, has high moisture content, and tends to warp. In the Historic District visible pressure-treated wood can only be used where wood is in direct contact with the ground, such as posts, lattice, and some structural and trim elements. It can also be used for structural elements that are concealed. Fences and gates can be built of pressure-treated lumber except when street-facing.
- 5. Siding and trim.** Historic siding includes German lap siding, beveled siding, tongue-and-groove, colonial siding, and board-and-batten vertical siding. Shingles are evident in various shapes. Wood siding and trim shall be retained and repaired. If replacement becomes necessary, the new siding or trim must match the historic in terms of materials, size, profile, texture, and application as closely as possible. Siding and trim on walls to be rehabilitated must be wood.



**4-18** This house at 101 East 6th Street exhibits two kinds of wood siding used on historic Frederick buildings. The side wall is sheathed in simple lap siding, sometimes known as clapboards or bevel siding. Tongue-and-groove wood siding is evident on the front of the house.



**4-19** The most common wood siding in the Historic District is known as *German lap siding*. Typically the concave upper edge of the board fits into a groove in the board above. In some places this siding is known as *drop*, *Dutch lap*, *cove lap*, or *novelty siding*.



## 6. Porches.

**a. Exterior floors.** Floors of historic porches and balconies must be tongue-and-groove wood that matches the dimensions of the historic fabric, unless evidence of other historic materials is present.

**b. Exterior ceilings.** Ceilings that shelter porches, balconies, and stoops must match the historic ceiling or be of a similar design. Wood ceilings must be replaced in-kind. If they have already been replaced, the replacement ceiling must resemble historic ceiling materials—either wood, plaster, or metal.

**7. Lattice.** Lattice may be any decay- and termite-resistant wood. It may have a square or diagonal pattern, but it must be framed with wood. Lattice that is deteriorated and must be replaced should have a square or diagonal pattern, unless historical evidence exists for the use of metal lattice or any other pattern. The lattice must include a simple wood frame.

**8. Doors and windows.** Historic wood doors and windows can often be rehabilitated. When historic windows must be replaced due to severe deterioration, the new window must be solid wood, not composite or clad. When historic doors must be replaced due to severe deterioration, the new door shall follow the treatment guidelines for material in Chapter 5, Section F.

**9. Resurfacing wood structures.** Resurfacing structures that historically were wood-sided with artificial stone; thin brick veneer; hardboard siding (Masonite); asbestos or asphalt shingles; cementitious shingles or siding; T1-11 and similar wood products; vinyl or horizontal metal siding; or other non-historic siding materials will not be approved. Roofing materials are not appropriate siding materials, but their use as siding on utilitarian buildings may be approved on a case-by-case basis.



**4-20** The house at 112 West 4th Street is sheathed in wood siding intended to resemble cut stone, with wood quoins at the corners. The wall treatment is a character-defining feature of this building.



**4-21** The edge of the back porch floor at 246 East 6th Street reveals the tongue-and-groove flooring that was typical of wood porches.



**4-22** Historically, lattice was either square or diagonal-cut and was installed with a frame. The Commission requires lattice to be framed, as shown on this c.1905 photograph of 111 Record Street. *Courtesy of Stanley Sundergill.*

- 10. Paint removal.** Paint on wood surfaces can be removed with a putty knife or paint scraper, followed by hand sanding to provide an even surface for repainting. Excluding rotary sanders and rotary wire strippers, mechanical sanding is also permitted. Grinders and torches shall not be used to remove paint. For heavy paint build-up, paint can be removed with a heat gun that does not exceed 750 degrees Fahrenheit or the equivalent, or with chemical strippers designed for wood. Power or pressure washing and abrasive blasting (of any kind) are not permitted.

## ► LEAD, ASBESTOS & OTHER HAZARDS

When preparing for rehabilitation, demolition, or construction property owners and contractors should be aware that some items contain lead, asbestos and other hazards. You may be required to follow certain procedures when generating, storing, transporting, or disposing of these materials. All State and Federal Regulation shall be followed. The following online resources can provide additional guidance:

- [United States' Environmental Protection Agency](#)
- [Resource Conservation and Recovery Act In Focus](#)
- [Maryland Department of the Environment](#)
- [Preservation Brief 37: Appropriate Methods for Reducing Lead-Paint Hazards in Historic Housing](#)



## C. Metal Materials

- 1. Character-defining metal features.** Many buildings in the Historic District employ decorative metal such as cast iron, sheet metal, pressed metal, and corrugated metal. Features that were fabricated from metal include storefronts, cornices, columns, window and door hoods, fences and gates, historic siding, roofs, window grilles, stoops, and railings. All character-defining metal components shall be identified, repaired and preserved. Removal of character-defining metal elements will not be approved unless the Commission determines there is irreparable damage or unsafe conditions. The Commission will determine if the complete or partial removal of metal features is advisable, what should be done to prevent further damage, and how the underlying surface should be treated if the feature is removed.
- 2. Missing metal features.** If character-defining metal elements are missing and specific documentary or physical evidence does not exist to prove what was in place originally, a design compatible with the building's architectural style, including, but not limited to, the material, size, scale and color, must be used for the replacement.



**4-23** The metal fret pattern, although slightly deteriorated, adds richness to the building at 52 North Market Street.



**4-24** The distinctive metal canopy at 55 East Patrick Street features glass pendants.

**3. Replacing metal features.** Replacement of metal features is appropriate only if the original fabric is damaged beyond repair. The replacement fabric must conform to the original material. On a case-by-case basis, the Commission may approve a non-metallic material for repairs or replacement if the material is a good facsimile and can form a seamless interface with the historic material, and generally only at upper stories.

**4. Maintaining metal features.** The maintenance of metal features must adhere to the following guidelines:

- a. Cleaning.** Some metal should be cleaned occasionally to remove potentially corrosive substances, and all metal should be cleaned prior to repainting using water, with pressure not to exceed a garden hose without artificial pressure, and mild detergent. Power washing and sandblasting will not be approved to clean metal or remove old paint, corrosion or rust.
- b. Painting.** If metal needs to be repainted, all corrosion or rust and loose, flaking and peeling paint should first be removed and the surface should be painted with a primer compatible with the finish paint.
- c. Caulking.** The joints between metal panels may need to be caulked to reduce moisture damage. The caulk should provide a seamless interface between pieces and should be compatible with the feature and the metal fabric.
- d. Tools.** Tools and methods that damage existing metal, such as sandblasting, cannot be used for modifying, cleaning, repairs and installation.



**4-25** The metal storefront at 36 South Market was manufactured by the Mesker Brothers of St. Louis. This character-defining metal feature requires painting on a regular basis to deter rust.

- 5. Horizontal metal siding.** Non-historic metal siding that is intended to imitate wood siding will not be approved. With Commission approval, non-historic metal siding can be removed and underlying historic siding rehabilitated, if present, or replaced with a historically appropriate material.
- 6. Inappropriate use of metal roofing materials.** Metal roofing materials are not appropriate siding materials, but their use as siding on utilitarian buildings may be approved on a case-by-case basis.
- 7. Additional information.** *Preservation Brief 27, The Maintenance and Repair of Architectural Cast Iron*, includes useful information on the rehabilitation of metal.

## D. Glass Materials

- 1. Window and door glass.** Historic glass must be retained, unless it is cracked or broken. If it is cracked or broken, the replacement glass must be essentially the same in clarity or thickness, although modern safety glass may be used. On a case-by-case basis, the Commission may approve the installation of insulated glass in windows and doors, particularly on rear elevations.
- 2. Structural glass.** Structural glass refers to glass construction materials that became popular in the early twentieth century for wall surfaces. Glass block and plate glass, which are still used, are included in this category of materials. Pigmented structural glass, often known by the trade names of Carrara Glass and Vitrolite, is not produced any more. It was used as a veneer on existing walls—usually storefronts—and on new buildings and usually is associated with Art Deco and Moderne styles. Structural glass is often a character-defining feature, even if applied to more historic walls, and therefore must be identified, repaired and preserved.
- a. Deterioration and repairs.** The joints or adhesive backing of structural glass tend to deteriorate over time. When the cement joints fail, moisture penetrates behind the glass and compromises the bond between the mastic adhesive and the underlying masonry substrate or the metal anchors. Repairs to structural glass include repointing the joints with a silicone compound, replacement of the original mastic and the installation of new panels. Although old inventories of Carrara Glass or Vitrolite may be found, spandrel glass with a back-colored surface also can be used as a replacement.

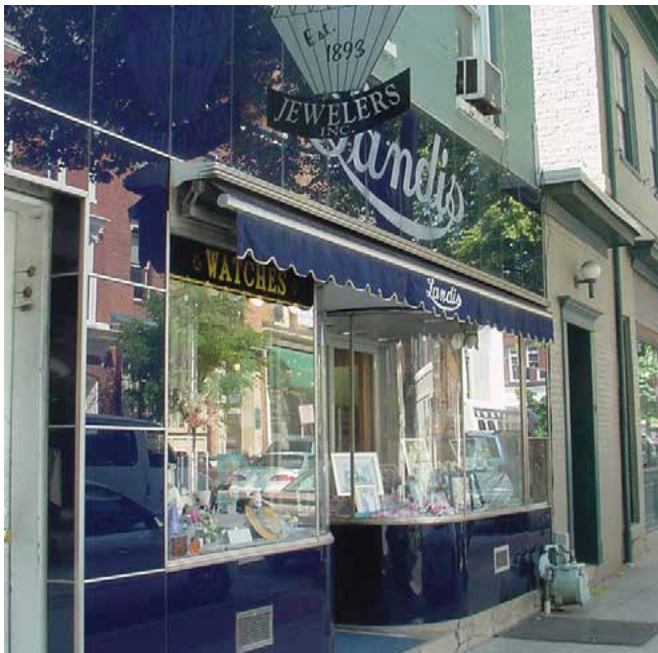




**4-26** Glass needs to be replaced when broken and structural elements need to be painted, caulked, and repaired on a regular basis. The building at 48 East Patrick Street features a prismatic glass transom.



**4-27** The stained glass windows at Centennial Memorial United Methodist Church at 8 West 2nd Street are character-defining features that require special maintenance. The lead between the panes of stained glass, known as cames, needs to be kept in good condition to hold the glass in place and prevent water penetration.



**4-28** The former Landis Jewelry storefront at 23 South Market Street is Frederick's premier example of the application of Carrara Glass. Such storefronts generally are considered important aspects of a building's façade, even when they post-date the original construction. In recent years several panels were replaced and new adhesive strengthened the bonds of existing panels.



**4-29** This porch ceiling at 121 West 2nd Street is plaster, a treatment generally reserved for porches on upper levels.

- b. **Technical information.** [Preservation Brief 12, The Preservation of Historic Pigmented Structural Glass](#), explains in detail how pigmented structural glass can be repaired.
- 3. **Stained and leaded glass.** Stained and leaded glass must be repaired and preserved. If the glass is broken, replacement glass must match the existing glass and design.
  - a. **Retrofitting window glass.** Windows may not be retrofitted with stained or leaded glass unless its previous existence can be proved with documentation or physical evidence.
  - b. **Deterioration and repairs.** Stained and leaded glass repairs should not result in the removal of original fabric, such as glazing and lead, except as approved for repairs.
  - c. **Further information.** [Preservation Brief 33, The Preservation and Repair of Historic Stained and Leaded Glass](#), should be consulted for further information.
- 4. **Glass block.** Historic glass block must be repaired and preserved, unless the glass is cracked, missing, or broken. If the Commission allows replacement, the new glass block must match the historic. If documentary or physical evidence shows the previous existence of glass block in an opening, its installation may be approved by the Commission. Otherwise, it will be approved by the Commission on a case-by-case basis.

## E. Plaster Materials

- 1. **Character-defining plaster.** Plaster is generally an interior finish material, but in some cases plaster ceilings were installed on porches, particularly upper level porches. Historic plaster walls on sheltered exterior spaces, such as porches, must be repaired and preserved. Plaster repairs shall match the original in material, texture, finish, and color.
- 2. **Replacement.** If the Commission considers the plaster beyond repair, the replacement plaster shall match the original plaster in material, texture, finish and color. On a case-by-case basis, the Commission may approve the use of exterior drywall as a replacement for plaster walls and ceilings, but the finish surface must be the same as the original.

## F. Terra Cotta Materials

- 1. **Character-defining terra cotta.** Architectural terra cotta is a clay product molded to various shapes and motifs on one plane and hardened in a kiln at high temperature. Often it was glazed, producing a variety of colors. The material was popular in the early twentieth century for building details such as cornices. Architectural terra cotta is a character-defining feature that may add rich detailing to buildings. Character-defining terra cotta must be repaired and preserved.
- 2. **Deterioration and repairs.** Deterioration of the mortar, metal anchors and the terra cotta itself is possible and is generally caused by moisture penetration. Over time, moisture behind the glaze can lead to crazing and moisture behind the units can lead to spalling. As deterioration progresses, the units or portions of the units can be lost. This unfortunate situation is unattractive and potentially dangerous. Repairs to terra cotta need to be made immediately to arrest further damage and to ameliorate hazardous conditions. The approach to repairs must be approved by the Commission. Repairs should result in stabilization of the terra cotta and elimination of the conditions that led to the deterioration. As much historic fabric as possible must be retained.



**4-30** This terra-cotta detailing contributes to the significance of the building at 2 North Market Street.



3. **Replacement.** Terra cotta that the Commission considers beyond repair shall be replaced with terra cotta to match the original. If unavailable, the Commission will determine a replacement strategy on a case-by-case basis.
4. **Technical information.** *Preservation Brief 7, The Preservation of Historic Glazed Architectural Terra-Cotta*, explains the repair of this material.

## G. Roofing Materials

1. **Wood shingles** are an appropriate roofing material only if there is pictorial, historical or architectural evidence that they were once in use on the historic building, and if they were typical of a particular building style or type. Otherwise, their use is not permitted. Products that simulate wood shingles will not be approved.
2. **Slate** roofs often can be repaired, and this treatment should be pursued using a slate that matches the existing whenever possible, before total replacement is considered. Slate roofs that are beyond repair can be replaced in-kind or the Commission may consider the use of synthetic slate on a case-by-case basis. The replacement product must match the historic feature in terms of size, color, texture, finish, and shape. The overall pattern of the tiles shall replicate the historic.
3. **Standing-seam metal** roofs should be replaced in-kind, unless evidence exists for an earlier roofing material. Manually crimped standing-seam metal is preferred by the Commission. If interlocking standing seam roofing systems maintain the same historic profile as manually crimped standing seam, including a rolled ridge and not a cap, its use may be approved. Interlocking seam roofing will not be approved if the roofing material on an adjacent building would preclude a tight seal at the intersection of the roofs. The width of new metal panels must be compatible with the original roof. Factory-finishes must reflect traditional hues (galvanized, green, and red). Standing seam roof panels must be fabricated from flat panels. Ribbed or striated panels will not be approved. On some secondary buildings, other types of metal roof panels may be approved on a case-by-case basis. Corrugated metal is appropriate for some industrial or small-scale buildings such as garages and sheds.
4. **Metal shingles** may be approved on a case-by-case basis.



**4-31** This slate roof on West 4th Street exhibits slate of various shapes.



**4-32** Traditional standing seam metal roofs, like this one at 101-103 North Bentz Street, have been a popular roofing material in Frederick for many years. The snow birds or snow guards at the bottom edge keep snow from sliding off the roof.



**4-33** This flat-seam metal roof helps define the character of the tower on this house at 18 Clarke Place.



5. **Asphalt shingles** can be used to replace existing asphalt or asbestos shingles and on additions, but otherwise they are not permitted unless evidence of their use exists under later roofs. The Commission must approve the color of proposed asphalt shingles. Colors have not been specified, but generally neutral earth tones and black are preferred over pastel colors.
6. **Rolled composition roofing** is inferior to other roofing materials and its use is generally not approved in the historic district. Alternative materials installed in a similar manner may be approved on a case-by-case basis.
7. **EPDM, TPO, or rubber roofing systems** can be used on flat and nearly flat roofs that are not visible from the street.
8. **Bitumen and gravel roofs** were installed on flat or nearly flat roofs and are acceptable in such situations.
9. **Other** roofing materials may be approved on a case-by-case basis, depending on the qualities of the material and their appropriateness for the style of the building.

## H. Paving Materials

1. **Brick.** Brick paving on public roads and sidewalks must be laid according to the City standard, which requires a 3" concrete base, and must utilize a City standard shape and pattern. Brick laid on private property should follow the industry standard, which is 2" of stone dust over a 4" to 6" base of crusher run stone. Stone dust and sand (or only sand) is worked into the cracks. A steel or plastic edging should surround brick paved areas that are not adjacent to walls. The HPC may specify which material is appropriate for particular locations. Brick shapes and patterns not included in the City standards, including hexagonal-shaped, may be approved on a case-by-case basis.



**4-34** Brick is laid in a herringbone pattern in front of Winchester Hall at 12 East Church Street.




**4-35** This brick near All Saints Street is laid in a running bond pattern.



**4-36** The sidewalk in front of 121 West Second Street exhibits the dimpled finish, a common treatment in earlier periods.



**4-37** Tile paving is less common in the Historic District, but can most often be found in recessed areas of storefronts, occasionally with a business name.

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2. **Concrete.** Concrete paving on public roads and sidewalks must be poured according to the city standard. Maryland State Mix #2 with 100% Portland cement (or equivalent) must be used to achieve a historically appropriate concrete color. Within a year of the pour, the concrete should have an appropriate gray color. Concrete should have a horsehair broom finish (a light broom finish) or a dimpled finish is also acceptable. Patterned concrete may be approved on a case-by-case basis.
  3. **Stone.** Cut and shaped stone surfaces will be approved on a case-by-case basis. Irregularly shaped flagstones generally are not appropriate for paving visible from the public way.
  4. **Gravel.** Gravel has long been used in the Historic District, but its use today is limited because it is not considered a dust-free surface. Gravel only will be approved within the limits imposed by the Engineering Department.
  5. **Asphalt.** The use of asphalt is limited to areas designed for vehicular traffic, including parking.
  6. **Tile.** Tile or other mosaic treatments may be approved on a case-by-case basis.

## I. Treatments of Other Historic Materials

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These Guidelines do not discuss all materials evident in the Frederick Town Historic District. All historic materials, whether mentioned in these guidelines or not, must be repaired rather than replaced and must be preserved through an on-going program of maintenance. The *Preservation Briefs* should be consulted for fundamental information about appropriate treatments for specific materials. An approach to rehabilitation that demonstrates knowledge of the fabric and its treatment must be presented to the Commission before an approval will be granted. A list of *Preservation Briefs* is included in the Appendix.

## J. Non-traditional Materials

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When deteriorated, damaged, or missing materials of a historic building require repair or replacement, it is almost always best practice to use historic materials. In limited circumstances substitute materials that imitate historic materials may be used if the appearance of the historically appropriate materials can be matched closely and no damage to the remaining historic fabric will result. The new material shall match the size, color, texture, and finish of the historic feature. If the Commission determines the use of substitute materials is appropriate, their use may be limited to upper stories or portions of a structure not readily visible from a public way. The use of synthetic slate material may be appropriate with certain conditions (see G.2).

In general, four circumstances warrant the consideration of substitute materials:

1. the unavailability of historic materials;
2. the unavailability of skilled craftsmen;
3. inherent flaws in the original materials; and
4. code-required changes

## K. Materials That Will Not be Approved

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Unless otherwise stated in the guidelines, certain materials, including but not limited to the following, are not appropriate and will not be approved for rehabilitation in the Historic District, unless they can be determined to be original to the building: composite decking and accessories; vinyl and aluminum siding; cementitious siding and shingles; textured plywood siding (e.g. T1-11); brick and stone veneers; particle board; and asphalt and asbestos siding. Lattice made of synthetic materials, such as plastic, is not permitted.

# 5

## GUIDELINES FOR REHABILITATING VARIOUS BUILDING ELEMENTS

The removal or alteration of distinctive historic features shall be avoided. Missing or deteriorated building elements should be replaced to match the original. This chapter pertains to the rehabilitation and maintenance of existing building elements in the Historic District. It complements Chapter 4, Materials for Rehabilitation and Their Treatment, and, likewise, is intended to correspond with the *Secretary of the Interior's Standards for Rehabilitation*. It is important to review both Chapters 4 and 5 together as much as the information is inter-related. Some parts of this chapter pertain to additions, which are considered an aspect of rehabilitation. However, additions are discussed more fully in Chapter 9.

### A. Treatment Guidelines for Walls

- 1. Definition.** Walls are the vertical planes that form the sides of a building envelope. Walls are constructed by various methods, generally with self-supporting materials or a wood or steel framing system that supports a cladding material. Historically, self-supporting walls in the Historic District were stone or brick. Traditional wood framing systems included timber framing and balloon framing. Timber framing was common until the mid-nineteenth century, and then was eclipsed by the lighter, cheaper balloon framing in all but utilitarian construction. Later, steel framing systems were used, mostly in larger or industrial buildings. Wood siding was the most typical cladding material in the Historic District, although in the twentieth century, brick and stone veneers became evident. Other veneers included glass, such as Carrara glass, and metal. As wood-sided buildings aged, new siding was often applied over the old. Rolled composition siding, asbestos and asphalt shingles, vinyl and metal siding, and stucco were added to a number of historic buildings.
- 2. Preserve original wall materials.** Non-historic siding may be removed, with permission from the Commission, to reveal earlier siding that often can be rehabilitated. The original, underlying material must be preserved and repaired wherever possible.



**5-1** The wall material, the type of foundation, the location of openings, and the cornice treatment all contribute to the character of walls. The wall on the front elevation of 1 South Bentz Street exhibits a high degree of integrity.





**5-2** In many cases the material of the foundation differs from the primary wall material.



**5-3** The alteration of openings can visually disrupt a façade, including the adaptation of a door to a window, as seen at the corner of 200 East Patrick Street.

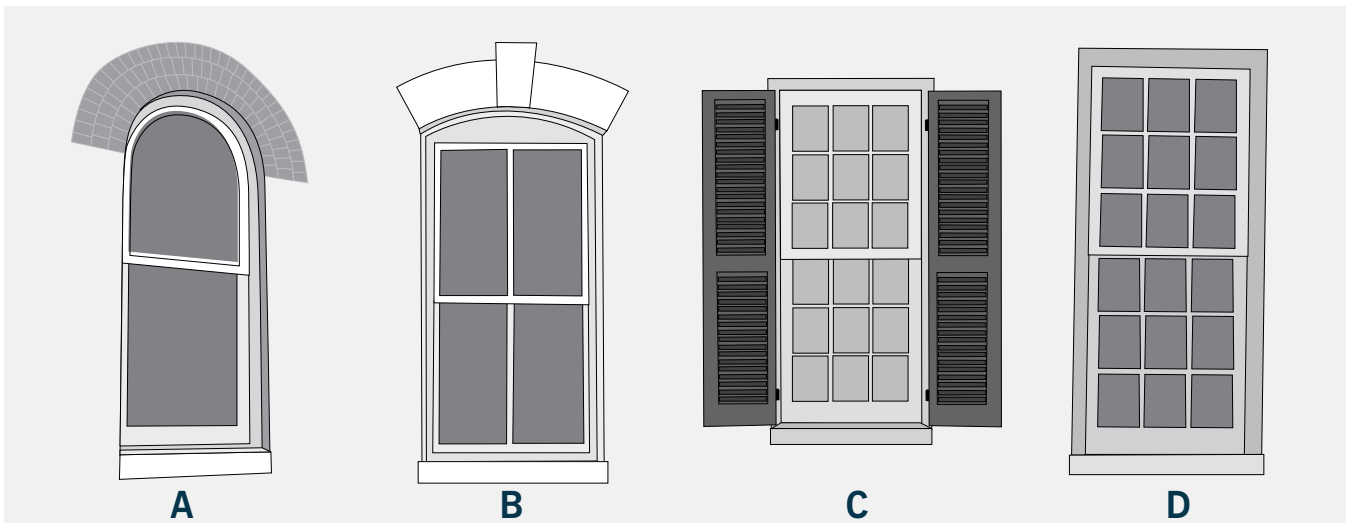
- 3. Preserve non-original siding that has achieved significance.** Some later siding, such as pressed metal, is now rare and has achieved significance that is as important as the underlying material. The Commission evaluates the removal of all siding, although it allows very minimal removal to examine the underlying material, as per the *Minor Rehabilitation List* that is part of the HPC Rules of Procedure. Please obtain a copy of the *Minor Rehabilitation List*, which outlines the maintenance and diagnostic tasks that can be undertaken without HPC approval, at the Planning Department or on the [City's website](#).
- 4. Removal of non-historic siding from walls.** Removal of non-historic siding requires Commission approval. If a structure has been resurfaced with inappropriate materials, such as vinyl, the Commission encourages the removal of the inappropriate material and the repair of underlying surfaces. Before undertaking the removal of inappropriate siding materials, a test patch must be conducted to ensure that the removal method will not unduly harm the underlying material.
- 5. Retain historic foundation materials.** Materials at the base of a building may differ from the material above. Foundation materials may be fieldstone, concrete block, poured concrete, or other load-bearing or cladding materials. Foundation materials are considered character-defining aspects of walls and their treatment should correspond to the treatment of other wall materials.
- 6. Retain the number, pattern, and placement of openings.** New window and door piercings may be permitted on a case-by-case basis and generally only to access or accommodate an addition. The infill of historic openings will generally not be approved, and proposals to infill non-historic openings will be evaluated according to the impact on the entire wall. If the Commission approves the infill of historic openings, the lintel and sill shall be retained in place and the blocking material shall be recessed. Infill will not be approved on street-facing elevations.
- 7. Retain decorative elements.** All historic decorative elements, such as dentils, corbelling and inset panels shall be preserved and repaired. Replacement may only be undertaken on those features that are beyond repair. The replacement must match the original as closely as possible.
- 8. Materials.** The treatment of various wall materials is explained in Chapter 4.

## B. Treatment Guidelines for Parapets

- 1. Definition.** A parapet is a low protective wall that extends above the roof or side walls of a building. Parapets on the front façade of buildings in the District are often ornamented with cornices. Cornices on parapets are typically made of wood, brick, stone, terra cotta, or decorative metal, such as pressed sheet metal.
- 2. Preserve parapets.** Existing parapets must be retained and preserved.
- 3. Replacing parapets.** Only elements that are lost or deteriorated beyond repair should be replaced, matching any new elements as closely as possible to the original. Entire replacement of a parapet is only permitted where the parapet is severely deteriorated. The replacement should match the original.



**5-4** The stepped parapet at 107 East Patrick Street has corbelled brick detailing at the cornice line. Parapets often are used to conceal mechanical equipment on additions and infill construction.



**5-5 (A–D)** Windows are evident in a number of glazing patterns in the Historic District. In sash windows, glazing patterns are defined by the number of panes in the top sash and the number in the bottom sash. Thus, a one-over-one window, such as the round-arched window on the left, has a single-pane sash over a single-pane sash. Two of the most common patterns are two-over-two windows and six-over-six windows. Nine-over-nine and twelve-over-twelve windows also are evident in the Historic District. In some cases, windows are divided unevenly, either by design or the result of repairs. Thus, a six-over-one window or a two-over-one window is not uncommon.

## C. Treatment Guidelines for Windows

- 1. Definition.** A window is a glazed opening in the wall of a building used to admit light and air. Generally, the window is composed of a frame that supports one or more operable or fixed sashes containing panes of glass. Windows with fixed panes are common on storefronts and in other situations where operable windows were not desired. See [Preservation Brief 9, \*The Repair of Historic Wooden Windows\*](#), and [Preservation Brief 13, \*The Repair and Thermal Upgrading of Historic Steel Windows\*](#).
- 2. Preserve window features.** All existing window assemblies shall be preserved, with their defining elements repaired rather than replaced. The functional and decorative features of windows that help define a building's historic character should be identified, retained and preserved. These features include, but are not limited to, frames, sashes, muntins, glazing, sills, heads, hoods, hoodmolds, lintels, and paneled or decorated jambs and moldings. Deteriorated elements may be selectively repaired. With Commission approval, window elements or entire windows that are deteriorated beyond repair can be replaced. Windows should be repaired in place, where possible, to prevent further damage and routine maintenance should be undertaken to prevent window deterioration.



**5-6** Basement windows contribute to the articulation of a façade and should be repaired and preserved. This basement window features a wood multi-light sash.



**5-7** Metal windows such as this window on the rear of 112 East Patrick Street, require special maintenance, including regular painting and caulking.

3. **Glass quality.** Only clear glass is permitted. Mirrored and tinted glass will not be approved, and applied films are only permitted in the context of signage. Acrylic glass, commonly referred to as Plexiglas, may not be used in place of real glass.
4. **Stained and leaded glass.** Existing stained and leaded glass must be retained and preserved. Stained and leaded glass is appropriate in the rehabilitation of existing buildings only where historical documentation or physical evidence proves it existed, although it may be approved on additions.
5. **Spandrel glass.** Spandrel glass will generally not be approved on significant or contributing buildings in the Historic District. However, spandrel glass with a back-colored surface may be approved as a replacement material for Carrara Glass or Vitrolite if the original material cannot be replaced in-kind.
6. **Glass block.** Glass block is generally inappropriate if it never existed previously, but may be approved on a case-by-case basis, particularly on non-character defining elevations.
7. **Energy efficiency.** On historic windows, improved energy efficiency may be achieved by installing or replacing inadequate or damaged weather stripping and caulking. Installing exterior or interior storm windows according to the standards in (8), below, is an appropriate option for improving energy efficiency of historic windows. Replacing historic windows for the sole purpose of achieving energy efficiency will not be approved.
8. **Storm windows.** Storm windows must incorporate dimensions that correspond with the window to be covered, particularly regarding the width of the stiles and rails. The stiles and rails can be narrower than the window to be covered but not wider. The meeting rail of the storm window must match the meeting rail of the window to be covered. Divided lights generally are not approved for storm windows. Storm windows must



**5-8** The stained glass on the Evangelical Lutheran Church, behind 35 East Church Street, has been carefully maintained over the years.



**5-9** The narrow frames of this storm window are unobtrusive, and the mid-rail of the storm window is aligned with the meeting rail of the window. Storm windows add energy efficiency and may protect the wood and glass of historic windows.



**5-10** Historic wooden storm windows should be retained and preserved.



fit the opening entirely. Storm windows can be metal or wood and they must be painted or have a factory-applied finish to match the underlying window or the window trim. Interior storm windows may be preferred in some situations. More detailed information is available in [\*Preservation Brief 3, Improving Energy Efficiency in Historic Buildings\*](#).

9. **Replacing decorative elements on windows.** If decorative elements, such as trim, pediments, corbels or pilasters are missing, their replacement must match that which was present historically, based on documentary or physical evidence. If such evidence does not exist, a historically compatible facsimile may be approved.
10. **Replacing windows.** If the Commission determines a replacement window is necessary due to severe deterioration, the new window must duplicate the material, design, dimensions, configuration and hardware of the window to be replaced. For rear and side elevations, leniency regarding one or more of these characteristics might be allowed for replacement windows.
  - a. Approval to replace one window does not imply approval is granted to replace other windows in the building. Window replacements are considered on a window-by-window basis.
  - b. For windows with divided lights, replacement windows must have true divided lights (without insulated glass), with the style and size of the muntins matching the window to be replaced. Removable muntins are not acceptable. If the Commission finds that all windows on a street-facing façade need to be replaced due to severe deterioration, they may approve true divided lights with insulated glass or simulated divided light windows if the size and profile of the muntins closely match those on the historic window; the muntins are fixed; and a dark, non-metallic color spacer bar is placed between the layers of glass. Simulated divided-light windows (with fixed muntins and a dark, non-metallic color spacer bar) may be acceptable on new additions or on rear and side elevations.
  - c. The glazing pattern on replacement windows must correspond with the glazing pattern on windows to be replaced. Without documentation or physical evidence showing it previously existed, replacing multi-pane windows with a single span of glass and replacing a single span of glass with a multi-light sash is prohibited. With documentation or physical evidence, the Commission may approve replacement windows that reflect an earlier style.
  - d. Replacement windows for wood windows must be all wood, without cladding. Vinyl, clad and metal windows will not be approved in place of wood windows. Metal windows can only be used to replace metal windows, unless documentary or physical evidence indicates alternatives once existed.
  - e. Replacement windows in buildings that historically had metal windows must be metal and in keeping with the historic windows.
  - f. Windows that have already been replaced (second or later generation replacements) may be replaced with windows that incorporate energy-saving features, such as insulated glass; however, such windows cannot be vinyl, clad, or metal intended to resemble wood, and they must incorporate acceptable features, as described above, if applicable. The Commission will determine if the pane configuration of second generation windows should match the original windows or the first generation replacement.
  - g. Replacement windows on the street-facing façade must match the existing windows, unless all the windows will be replaced. In that case, insulated glass can be used, although the glazing pattern of the original windows must be followed. Replacement windows on other façades can be an approximate match. For example, the pane configuration can match, but the glass can be insulated.



**5-11** The parts of a window are illustrated by this window at 153 West Patrick Street.

11. **Replacement for egress.** On a case-by-case basis, the Commission will decide if modifying windows or window openings for egress purposes will be approved.
12. **Window grilles.** Grilles and other decorative security devices will be approved on a case-by-case basis and only if original features and materials will not be damaged in the installation.
13. **Window boxes.** The Commission must approve the placement of window boxes that are attached to the building with screws or other devices that may penetrate the wall, window frame or sill. Only mounting hardware and drainage features that do not damage historic fabric will be approved.
14. **Lead abatement.** Lead paint is found in a majority of older houses and state and federal regulations exist to address the problems it presents. A variety of methods can be used to control lead hazards, short of window replacement. Window replacement for the sole purpose of abating lead hazards will not be approved. See [\*Preservation Brief 37, Appropriate Methods for Reducing Lead-Paint Hazards in Historic Housing\*](#). Additional resources of information are provided in Chapter 4.



5-12 Historic metal grilles at a basement level window.



5-13 These window boxes at 124 West 3rd Street add a nice seasonal touch, but the Commission will not approve window boxes that damage historic fabric.

## D. Treatment Guidelines for Shutters

1. **Definition.** A shutter is a movable cover for a door or window used for privacy or to keep out light or air. These guidelines refer to shutters mounted on the exterior of buildings.
2. **Retain, repair, and preserve historic shutters.** Historic, character-defining shutters and associated hardware must be retained, repaired and preserved. Deteriorated historic shutters must be repaired by the selective replacement of deteriorated pieces instead of replaced. Shutters that are vinyl or metal can be removed and can be replaced with wood shutters if documentary or physical evidence suggests they once existed on the building.
3. **Removal.** Shutters shall not be permanently removed without prior approval.
4. **Replacement.** If replacement becomes necessary, replacement shutters must match the historic in terms of size, scale, detail, thickness, and hardware. Mid-rails must be incorporated in new shutters if physical or documentary evidence shows they were present. Replacement shutters must be functional. Aluminum, vinyl, composite or synthetic shutters will not be approved.





**5-14** The first floor shutters on the house at 19 West 2nd Street are paneled, and the shutters on the upper stories are louvered. This practice allowed privacy from the street, but ventilation in the rooms above.



**5-15** The shutters on the house at 11 East 2nd Street are curved at the top to correspond with the window opening. If these shutters need to be replaced, the new shutters will have to fit the opening and have the same details, dimensions, and hardware. Sometimes old shutter hardware can be re-used.



**5-16** The essential components of an entrance are evident at the main entrance to 123 West 2nd Street.

- a. **Material.** Shutters must be wood. However, if documentary or physical evidence proves that shutters fabricated from another material existed historically, the Commission may approve the installation of shutters fabricated from the documented historic material.
- b. **Hardware.** Shutters must be attached with historically appropriate hardware, including operable hinges. They must be mounted to the window frame, not the wall.
- c. **Proper fit required.** Shutters must match the existing openings and cover the opening when closed. They must be the width and length of the windows they are intended to cover.

**5. Inappropriate installation.** The installation of shutters in locations where they did not exist historically will not be approved. Installation shall only be approved if documentary or physical evidence proves they once existed.

## E. Treatment Guidelines for Entrances

- 1. Definition.** Entrances are the means of ingress and egress in a building. Entrances are composed of a door, the structural parts needed to maintain the opening or support the door and features such as pilasters, pediments, columns, sidelights, and transoms. Entrances are important aspects of a building's character and historic fabric.
- 2. Preserve original entrances.** All original features of an entrance shall be identified, repaired, and preserved. Entrances can be returned to their original configuration and detailing, if documentary or physical evidence exists.
- 3. Adding new entrances.** It is not appropriate to damage original walls with new entrances and such modifications will only be approved on a case-by-case basis.
- 4. Modification.** Radically altering historically intact entrances will not be approved. However, the Commission will take into consideration that to meet modern needs and uses and to provide access for people with disabilities, some alteration may be required.



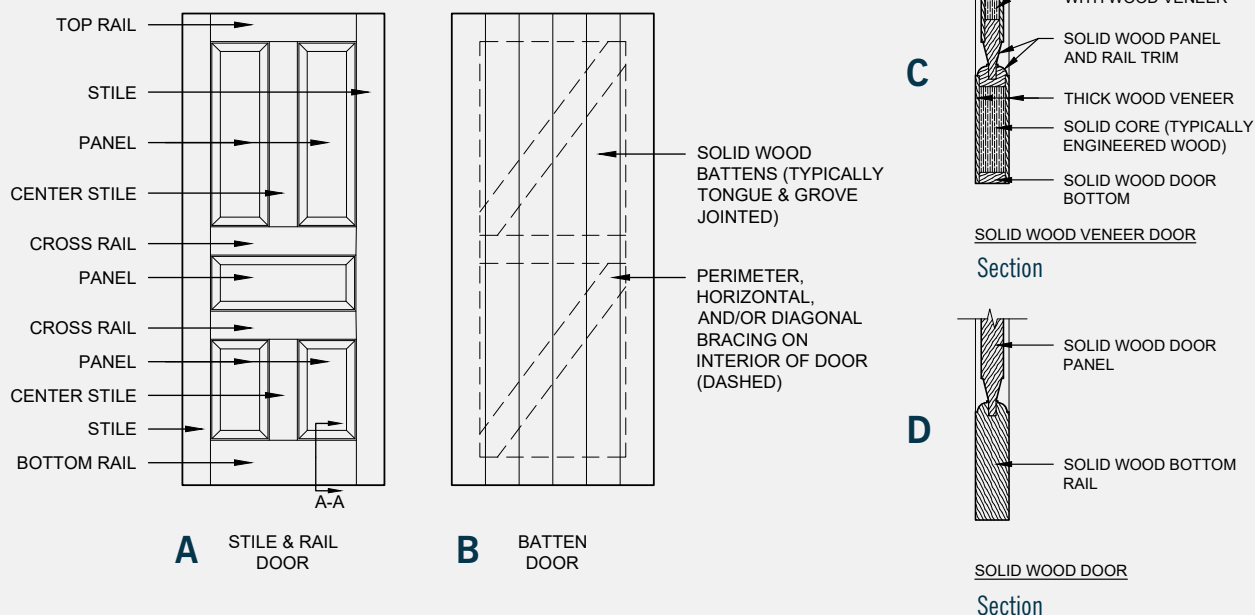
- 5. Entrance accessories.** The design and placement of house numbers, mail boxes, light fixtures and other entrance amenities must be in keeping with the Historic District and the scale and appearance of the building. Approval is required for these entrance features but these items are generally reviewed under the Administrative Approval Program (see Chapter 1).

## F. Treatment Guidelines for Exterior Doors



**5-17 (A–D)** Paneled doors installed on residences in the Historic District are evident in a number of configurations. The four- and six- panel doors are the most common doors on Frederick's early houses, and the five-panel door usually indicates twentieth century construction or a replacement door.

- 1. Definition.** Doors are the metal or wood covers to entrances that provide access to the building, protection from the elements and security. Historically, most doors in the Historic District were wood, although in some industrial buildings historic metal doors may be evident. Doors are defined by structural, practical and decorative elements, such as panels, windows and hardware.
- 2. Original doors.** Original doors and their hardware must be identified, preserved and repaired.
- 3. Repairs.** Deteriorated doors must be selectively repaired with new parts, rather than replaced. A door should be as weather-tight and as secure as possible, and repairs and the selective replacement of parts, such as hardware, will be permitted to assure security. The installation of weather-stripping is encouraged to reduce drafts. Storm doors may be installed to increase energy efficiency (see H, below).
- 4. Replacement.** If historic doors are so deteriorated that they need to be replaced, the replacement door must match the original in terms of design and materials. If the original door no longer exists and documentation is not available to substantiate the appearance of the original door, the new door must be compatible to the period and style of the building. All replacement doors must fit into the original opening in the same manner as the original door.
- 5. Door openings.** Existing door frames must not be enlarged or reduced in size to accommodate a new door.
- 6. Material.** Appropriate replacement doors for historic wood doors that are deteriorated beyond repair include both traditional solid wood doors (not engineered and without veneer) and solid core doors with a solid wood veneer. Replacement doors shall not have a medium density overlay (MDO) veneer or other comparable coating. Replacement doors shall be true stile and rail construction, unless the historic door is a batten door or other historic type. Replacement doors shall not be hollow, embossed, pressed, router carved, or feature applied molding. Metal doors may be appropriate for utilitarian entrances for commercial or industrial uses,



**5-18** True style and rail doors are assembled with one or more panels framed by stiles and rails. The panels fit into a continuous groove on the edge of the stiles and rails. Veneer wood doors shall be constructed with thick wood veneers over an engineered core. Moldings and trim shall be solid wood.

often located at the rear of the building. The use of other non-traditional materials, such as fiberglass, on new additions and new construction will be reviewed on a case-by-case basis.

**7. Hardware.** The Commission reviews door hardware including door knobs, mail slots, door knockers.

- a. Maintain original.** Original door hardware must be identified, retained and repaired. The removal of historic hardware requires HPC approval.
- b. Replacement.** If non-original hardware needs to be replaced, the new hardware must be compatible with the scale, material, finish, design, and period of the house and style of the door.
- c. Modern locking mechanisms.** Various modern locking mechanisms are on the market and may be appropriate.
  - i.** Keypads will only be permitted on rear or secondary elevations or on accessory structures like a garage.
  - ii.** Smart locks, which are designed to perform locking and unlocking functions with a mobile device or fob, may be appropriate on a front entry if it features a discreet design that blends into the historic character of the door. Although these locking mechanisms may light up temporarily when in use, new smart locks shall not feature a continuous glow or keypad.



**5-19** Doors with half-lights (a fixed pane of glass in the top half) are most common as back doors. The door at 201 East 3rd Street has three panels, a fairly unusual door style for the front elevation.



**5-20** Door amenities may contribute to the historic fabric of a door or may be inappropriate additions. The Commission must approve the installation of door knockers, new hardware, and mail slots. This apparently old door at 214 East Church Street has a door knocker and mail slot that may have been on the door for many years.

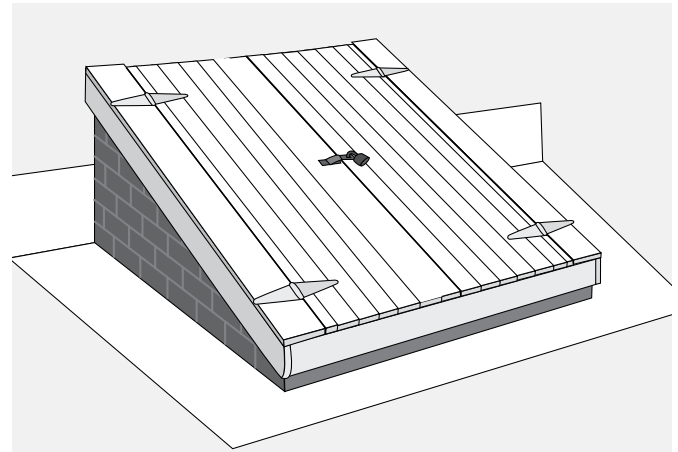


**5-21** Metal cellar doors add a great deal of historic interest. Most have the name of the manufacturer stamped in the frame. This cellar door was manufactured by Henry Pampal of Frederick.

**8. Door amenities that do not require approval.**

Peep holes and door bells do not require HPC approval.

**9. Cellar doors.** Cellars can be reached from the outside by various types of entrances. In the Historic District the most prevalent entrances are bulkheads (traditionally with wood doors), entrances flush with and parallel to the ground plane (traditionally with metal doors) and standard man doors with interior or exterior stairs. Historic cellar doors must be retained and repaired wherever possible. If the door is deteriorated beyond repair, the replacement cellar door must be in keeping with the historic door. If the historic door has been replaced, the new door must be in keeping with the building. Metal cellar doors may be permitted on side or rear elevations, but will be approved on the front façade only on a case-by-case basis.



**5-22** The cellar door shown in this drawing, is typical of older, wood cellar doors in the Historic District. On street-facing elevations where wood cellar doors exist, the Commission usually requires replacement cellar doors to be wood.

## G. Treatment Guidelines for Storm Doors

- 1. Definition of storm door.** A storm door is any door installed outside an exterior door and intended to protect the exterior door and conserve energy. Storm doors generally include a glazed opening. Some storm doors have built-in screens or removable screen panels that can replace the glass seasonally.
- 2. Design.** Storm doors should be simple in design and their dimensions should approximate the dimensions of the historic vestibule doors. The glazed opening should be surrounded on the top and sides by 4" to 6" framing.





**5-23 (A–C)** These storm doors show some of the styles recommended by the Guidelines. These doors are modeled after the air-lock doors that are often seen as the outer door of a vestibule. The door on the left has a removable panel that allows the installation of a screen.

### 3. Inappropriate features.

Storm doors with leaded, frosted or etched glass inserts will not be approved. Storm doors with a cross-buck panel or decorative trim will not be approved. Hardware. Storm door hardware should be simple and should not visually dominate the door. Hardware must have a satin, antique, oil-rubbed, aged, or black matte finish. Bright brass and chrome or polished finishes will not be approved. Levers will only be approved on a case-by-case basis and where required by code or for accessibility.

- 4. Materials.** Storm doors can be metal or wood. Metal doors must have a non-metallic finish. Wood doors must be painted or stained with a solid, opaque stain.



**5-24** This metal storm door originally had an aluminum finish, but its rehabilitation included painting, which eliminated the metallic finish the Guidelines do not sanction.



**5-25** This wood storm door features a door knob opposed to a lever. Note that it has a door knob, not a lever.

## H. Treatment Guidelines for Screen Doors

- 1. Definition of screen door.** A screen door is a door with openings covered with screens, intended to keep insects out of the house, but allow air flow. Screen doors sometimes are installed seasonally.
- 2. Appropriate.** Screen doors should be in keeping with the historic character of the entrance. Wood and metal doors will be approved. Multi-track storm/screen doors and doors with screen and storm panels that are removed seasonally are appropriate on any façade.
- 3. Inappropriate.** Historically, louvered doors were common in some regions of the country, but not in Frederick, and they will not be approved.

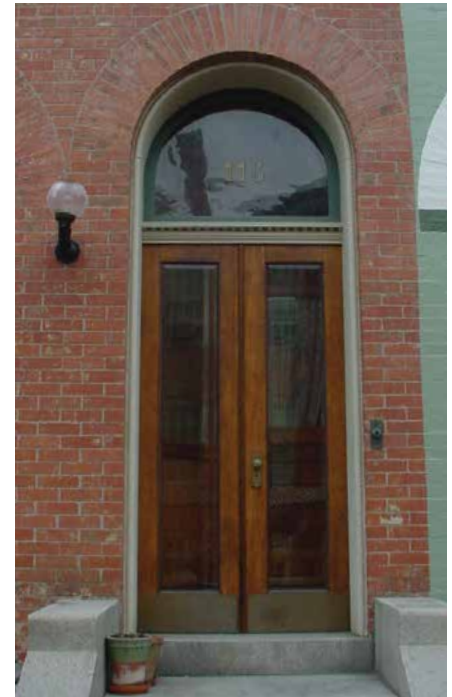
4. **Hardware.** Screen door hardware should be simple and should not visually dominate the door. If available with a model and brand that has been approved, door knobs should be selected in situations where the building code allows door knobs. Levers will only be approved on a case-by-case basis and where required by code or for accessibility. Hardware must have a satin, antique, oil-rubbed, aged, or black matte finish. Bright brass and chrome or polished finishes will not be approved.
5. **Finishes.** The finish of screen doors should correspond with the main door or door frame. Metallic finishes are not permitted.

## I. Treatment Guidelines for Transoms and Sidelights

1. **Definitions.** Transoms are windows located directly above a door. Sidelights are narrow windows on either side of a door.
2. **Repair.** Transoms and sidelights, along with their character-defining elements, must be repaired and preserved. If necessary, deteriorated parts of transoms and sidelights, such as trim and muntins, may be replaced, rather than replacing the entire feature.
3. **Replacement.** Replacement will only be approved if the Commission determines the original feature is deteriorated beyond repair. Replacement transoms and sidelights must be consistent with the original. If the window is missing, the replacement must be compatible with the opening and the period of the house.
4. **Obscuring.** Transoms and sidelights must not be covered, filled, or obscured by painting. Removing the transom or sidelight and filling it with masonry, plywood, glass block, or other material will not be approved. Address numbers on transoms may be approved in accordance with Chapter 7, Section M.
5. **Glass.** If the transom glass requires replacement, clear, transparent glass must be installed unless documentation or physical evidence reveals a different original material. Films that mimic other treatments will not be approved.

## J. Treatment Guidelines for Porches and Door Stoops

1. **Definition.** A porch is an exterior appendage to a building that forms a covered approach to a doorway that generally spans more than one bay on a façade. A stoop is a small entrance porch. Although generally not sheltered by a roof, stoops may have hood molds, a projecting decorative treatment, either arched or square and often with brackets. Porches and stoops are common to residential buildings. Residential buildings in the Historic District reflect recurring types of porches. The rear wing of a house that was perpendicular to the main block generally included a two-story porch along the long wall. Other building types had one- or two-story porches across the back wall. A front porch may span the entire front façade or part of the front façade of houses that have an adequate front setback. Porches and stoops sometimes project into the public right-of-way if the front wall of the house is on the front lot line.



**5-26** This building features a large arched transom. Many transoms feature divided lights; stained glass is rare. This transom includes gold foil numerals for the address, which today are available from many sign-makers.



**5-27** This entrance features a transom and sidelights, which were particularly characteristic of Greek Revival architecture. Some earlier houses received such entrances in mid-nineteenth century remodeling. It is inappropriate to conceal or obscure transoms and sidelights.





A



B

**5-28 (A–B)** The houses at 120 East 6th Street (left) and 144 West Church Street (right) both feature front porches.



A



B

**5-29 (A–B)** Stoops are entry features that are smaller than porches. Whether plain or elaborate, a door stoop should be in keeping with the remainder of the building in materials, style, and embellishment.



**5-30** The twin metal stoops at 15-17 West 3rd Street are among the most elaborate stoops in the Historic District.



**5-31** The concrete stoops at 113-117 West 4th Street are notable for their curved cheek walls.



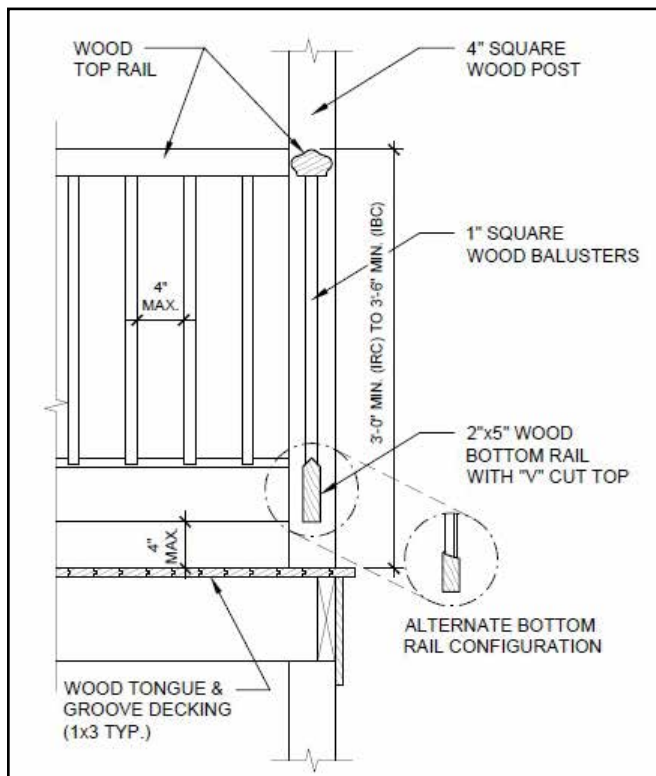
2. **Original materials.** Porches were generally built of wood, although larger and later houses, such as those on Clarke Place, may have original masonry porches. Stoops were wood, metal, stone, or concrete. Some stoops had brick cheek walls, but brick treads and decks were rare. Many porch and stoop details have been replaced with inappropriate wood, brick and metal details, which should be replaced as needed with appropriate materials and forms. Porches and stoops are character-defining features that make important contributions to façades in the Historic District.
3. **Preserve existing.** All existing porches and door stoops and their character-defining elements must be retained and preserved whenever possible. Such elements include the columns, railings, roof shapes, balustrades, posts, lattice, floors, ceilings, cheek walls, and stairs.
4. **Conjectural additions.** Porches and stoops must not be added to character-defining façades if pictorial or documentary evidence does not indicate their previous existence. Features such as turned posts and brackets must not be added unless documentary or physical evidence proves they existed historically.



**5-32 (A–B)** The box-like features on either side of the stoops at 19 East 2nd Street and 153 West Patrick Street are typical of many old Frederick houses. Built of wood, brick, or concrete, they were part of Frederick's tradition of front stoop-sitting.



**5-33** The parts of a balustrade are shown on the porch at 216 East 6th Street. Balustrades and porch floors may deteriorate sooner than other porch components. Replacements must be in keeping with the existing porch.



**5-34** A traditional porch railing features inset square pickets with a molded top rail and a chamfered or V-cut bottom rail.



**5-35** This house has cut wood balusters and turned porch posts.



**5-36** The porch ceiling on the right at 434 North Market Street shows the spacing of ceiling boards to allow ventilation. The porch ceiling on the left at 432 North Market Street is a solid board ceiling.

**5. Porch replacement.** Porch replacement should be based on documentary or physical evidence. If it is known that a porch or stoop existed, but if documentary or physical evidence is not available, the replacement design should resemble historic porches that exist in the neighborhood and that are in keeping with the style and period of the building. The design must be consistent with the streetscape in terms of materials, size, scale, profile, and details.

**6. Materials.** Porches must be built of the acceptable materials outlined in Chapter 4. Turned posts are acceptable where there is evidence they existed. Turned balusters (spindles) generally are not appropriate for exterior applications. Cut wood balusters will be approved if documentation shows they existed historically.

**7. Finishes.** All wood components must be painted or stained with a solid, opaque stain. Painting concrete and brick decks and stairs generally is not appropriate. Metal porches must be painted. Masonry porches shall not be parged, unless the Commission deems parging a good solution to conceal cracks.

**8. Ceilings.** Since exposed joists and rafters did not characterize historic porch ceilings, all porch ceilings must be finished, unless documentary or physical evidence proves that the structural members were exposed. Original porch ceilings must be retained wherever possible. If the Commission determines that replacement is necessary, the new ceiling must be fabricated from materials identified in Chapter 4. The Commission may approve the replacement of a slatted ceiling with a solid ceiling. If a slatted ceiling is kept to improve ventilation under the porch roof, a screen can be installed to keep insects out.

**9. Lattice.** Wood lattice typically was used as a skirt on a porch or stoop to keep small animals out and to present a neat, finished appearance. Both square and diagonal lattice was used historically and will be approved, but all lattices must be framed with wood. Lattice made of synthetic materials, such as plastic, will not be approved.

**10. Ramps and chair lifts.** Retrofitting porches and stoops for ramps or chair lifts must be done in a manner that preserves character-defining details as much as possible, has a minimal impact on the façade and does not cause irreversible damage to historic fabric.



**5-37** The underside of this porch at 39 East 4th Street shows the appropriate installation of lattice, with a wood frame at the periphery.

## K. Treatment Guidelines for Roofs

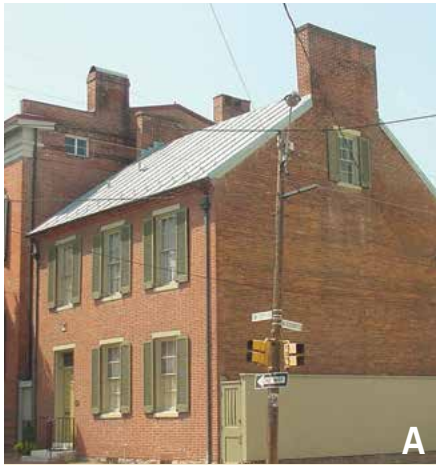
**1. Definition.** The roof is the surface covering the top of a building or structure. Roofs in the Historic District are varied, but predominant types are gable and shed roofs (some nearly flat). Hipped and mansard roofs are evident and gambrel roofs are rare.

**2. Character-defining.** Roof form is an important character-defining element of a building. Roof form shall not be altered or obscured.

**3. Original materials.** The earliest roofs in the Historic District were clad with slate, wood shakes, or wood shingles. Wood shingles were machine-cut, while wood shakes were hand-split. There is no known documentary or physical evidence showing that wood shakes were used on roofs in the City, but wood shingles may exist under later roofing. Sheet iron and galvanized metal roofs were other nineteenth century roofing materials. By the 1920s asphalt roofing was readily available in sheets and shingles. Composition (rolled) roofs are used throughout the Historic District. Except for some slate roofs, most roofs in the Historic District are not original; instead a second, third, or fourth generation roof is evident, often not reflecting the original material. See [Preservation Brief 4, Roofing for Historic Buildings](#).

**4. Changes to roofs.** In general, alterations or changes that radically change, damage or destroy the roof's defining historic characteristics are not permitted. Skylights and sun tunnels may not be installed on street-facing elevations and will be approved on side and rear facing roofs on a case-by-case basis. In some cases, the Commission will allow such features to be screened. See Chapter 7 for information on the installation of antennas, mechanical equipment, and solar panels on roofs.





**A**



**B**



**C**

**5-38 (A–C)** Roofs are found in a variety of forms in the Historic District, but the most common roof types are gable, like this roof at 103 West 2nd Street, mansard, shown at 124 Clarke Place, and shed, such as this roof at 7-11 East Church Street. Roofs are character-defining features on buildings that shall not be altered or obscured.



**5-39** The gambrel roof at 116 East 7th Street is unusual in the Historic District.



**5-40** The wood shingle roof is one of the few in the Historic District. Although wood shingles were common on early Frederick buildings, as metal and slate became available, these more fire-proof materials became preferred.



**5-41** This house on Clarke Place has a character-defining chimney, cresting on the ridge of the roof, dormers, and snow guards.



**5-42** The Commission will require repair of a slate roof, if feasible, before replacement is approved.



5. **Functional and decorative roof features.** Functional and decorative features must be preserved. Such features include but are not limited to cupolas, cornice elements that rise above the roof, cresting, finials, snow guards, dormers, chimneys, weathervanes, lightning rods, soffits and the shape, materials, size, color, and patterning of roofs.
6. **Replacement of roof features.** If the replacement of roof features becomes necessary, the replacement feature shall match the original in terms of design and materials. If documentary or physical evidence does not exist to guide reconstruction of features known to be missing, such as cresting, the reconstructed feature should be in keeping with the age and style of the house and its roof. Conjectural decorative features must not be added.
7. **Roof repairs.** Repairs to roofs must include replacement in kind wherever possible, or replacement of extensively deteriorated portions with a compatible substitute material.
8. **Replacement of finished roofing.** If replacement of the finished roofing becomes necessary, either the existing roofing type or a traditional material that reflects the original or historic roof must be used. If a material is to be changed, the new material should be based on documentary or physical evidence of the earlier roof on the building. When there are multiple roofing materials on a building, the material that will provide the best service and best historic appearance should be selected. Further guidance on slate roofs can be found in Chapter 4, Section G.2.
9. **Replacement of roof structure.** If the roof structure is deteriorated beyond repair, the replacement structure must result in a roof of the same form, shape, and dimensions.



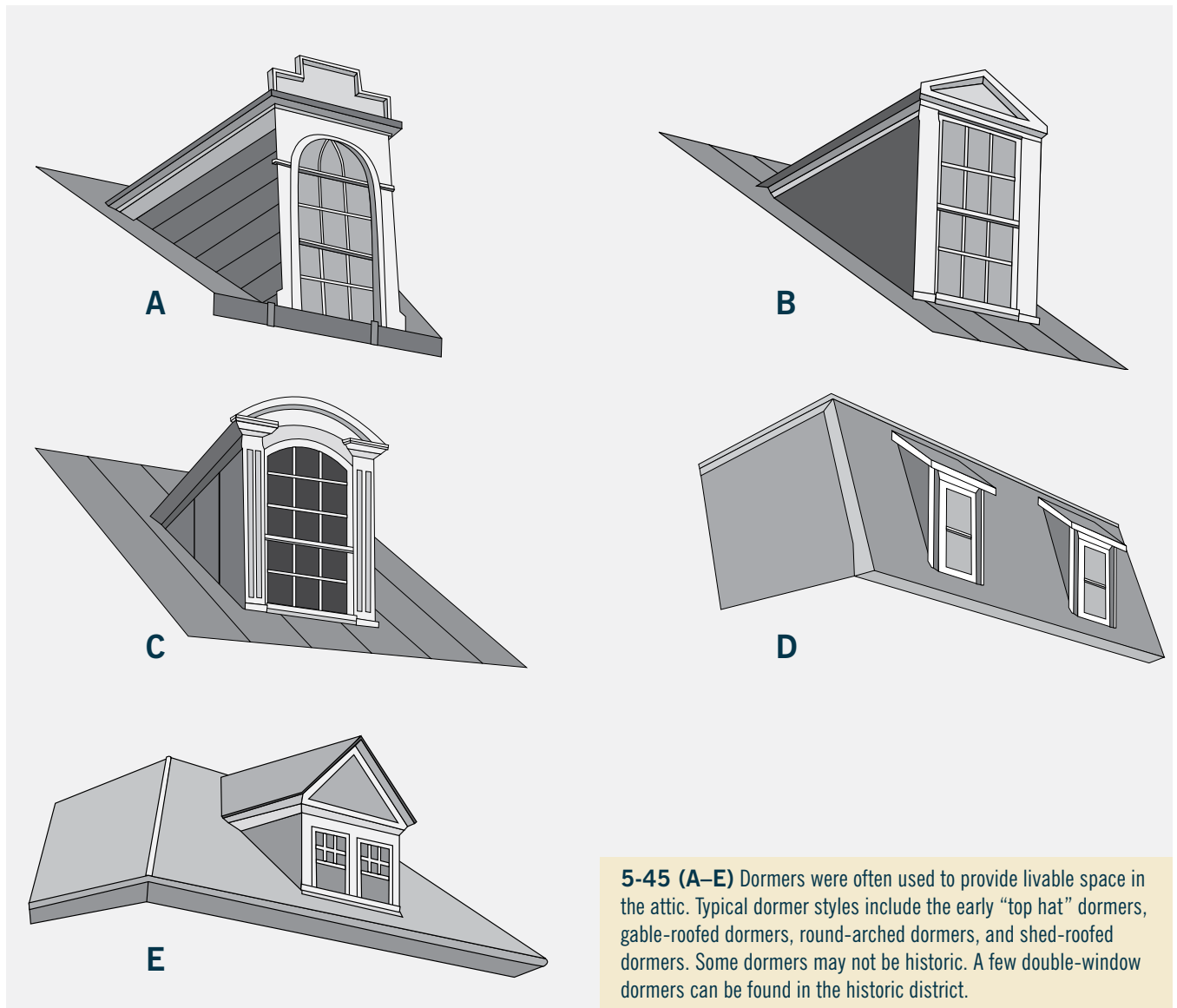
**5-43** Only rarely does the entire roof structure require replacement. Most often, only the roof cladding—the outer skin of the roof—needs replacement. This standing seam metal roof at 46-48 South Market Street appears to have been replaced in recent years.

## L. Treatment Guidelines for Dormers

1. **Definition.** Dormers are roof projections with windows, allowing light and ventilation on the uppermost story of a building. Wall dormers are dormers that project upward from the top of the wall and, in fact, are an extension of the wall. Dormers are found on a variety of roof types, and exhibit a variety of roof forms themselves. Most typically they have single windows in the Historic District, but double and triple window dormers also are evident.
2. **Retain and repair.** Dormers are character-defining features that must be retained and repaired.
3. **New dormers.** The installation of a new dormer may be an appropriate method to create additional living space while retaining the original roof form. New dormers on roofs facing the street are generally not appropriate if they did not exist historically. However, new dormers may be allowed on the side or rear of buildings on a case-by-case basis. New dormers shall not obscure the original roof line. The style of the new dormer shall be compatible to the historic roof form.

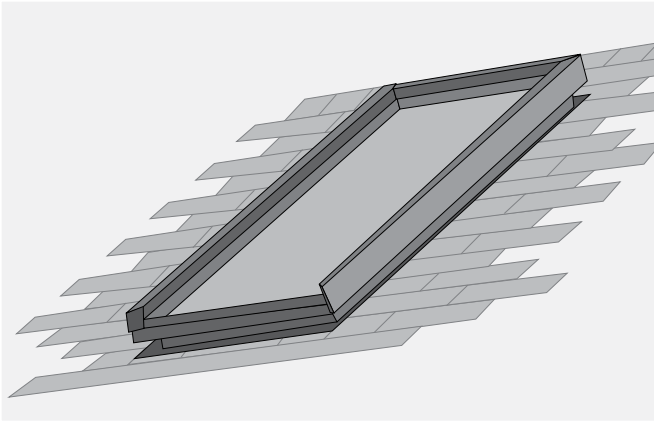


**5-44** The wall dormer that rises above the oriel window at 15 East 2nd Street is a character-defining feature, as are all historic dormers.



## M. Treatment Guidelines for Monitor Roofs

- 1. Definition.** Monitor roofs are elongated projections on the ridge of a gable roof that were designed to allow light and ventilation into industrial spaces.
- 2. Retain and repair.** Monitor roofs are character-defining features that must be retained and repaired.
- 3. New monitors.** Monitor roofs were generally used on industrial buildings. Their use on other types of buildings generally is inappropriate, but will be evaluated on a case-by-case basis.



**5-46** Skylights are not appropriate on roofs facing the street. Low profile skylights may be approved on side or rear of buildings on a case-by-case basis.



**5-47** The chimneys on these houses at 109-111 East 4th Street demonstrate the visual interest and character such features add to individual buildings and the streetscape.



**5-48 (A–B)** The cornices at 21 East All Saints Street (left) and at 233 East 2nd Street (right) demonstrate the variety of cornice treatments evident in the Historic District.

## N. Treatment Guidelines for Skylights and Light Tunnels

- 1. Definition.** Skylights are windows installed in the plane of a roof to light interior spaces. Light tunnels are small-scale, cylindrical windows, usually with a domed top, that are used for the same purpose.
- 2. Appropriate.** Skylights and light tunnels cannot be added to front elevations. Installation of low profile skylights and light tunnels may be appropriate on the side or rear of buildings on a case-by-case basis. They should have minimal visual impact from the public right-of-way.
- 3. Inappropriate.** Bubble, faceted, or domed skylights will not be approved.

## O. Treatment Guidelines for Chimneys

- 1. Definition.** Chimneys are masonry projections from walls or roofs that allow smoke and gas to escape from fireplaces, stoves, and furnaces inside buildings.
- 2. Retain and repair.** Chimneys are character-defining features that must be retained and kept in a good state of repair. They add visual interest to the district's skyline and character to individual buildings. Chimneys that are no longer used must be retained and, with Commission approval, may be capped with an unobtrusive cover. Screening the tops of chimneys is acceptable.
- 3. Flashing.** Commission approval is not needed for the repair or replacement of chimney flashing.

## P. Treatment Guidelines for Cornices

- 1. Definition.** A cornice is a projecting horizontal band or molding between floors or at the top of a building that helps to protect the windows and walls below from water damage. It is usually designed as part of the parapet to emphasize the roofline or upper silhouette of the building.
- 2. Preserve cornices.** Cornices must be preserved. Their defining elements must be repaired rather than replaced. Removing, covering, or obscuring all or part of a projecting cornice is not permitted.
- 3. Cornice replacement.** If a cornice is missing or replacement becomes necessary, the replacement must be based on documentary or physical evidence. If no such evidence exists, the cornice should be compatible with the style and period of the building and incorporate materials as defined in Chapter 4.



## Q. Treatment Guidelines for Gutters and Downspouts

- 1. Definition.** Gutters are channels positioned at the top of a wall to catch water running off the roof. Downspouts are the pipes that carry the water from the gutters to the yard or street below, or to the public stormwater management system. Gutters and downspouts are essential drainage devices for keeping water from the house and maintaining its longevity.
- 2. Appropriate style.** Round-profile, galvanized gutters and downspouts are most appropriate for historic buildings, but copper gutters and downspouts and those with factory finishes also are approved. Existing k-style, ogee or square gutters and downspouts can be repaired in-kind but will only be approved for replacement where they are either documented to be original to the building, on secondary elevations not visible from the street, appropriate for the style and age of the building, or on a non-contributing resource. The gutter size should be appropriate for the roof area to be drained.
- 3. Retain character-defining gutter and downspout features.** Some components of the drainage system, such as cast iron downspouts, decorative leader heads, and splash blocks may be historic features. Such features should be retained and repaired.



**5-49** Half-round gutters and round downspouts, shown at 200 East 6th Street, are generally appropriate in the Historic District.



**5-50** Although often considered ephemeral building elements that need periodic replacement, some downspouts are built for longevity, such as this cast iron downspout boot at 148 West Patrick Street.



**5-51** The splash block at 152 West Patrick Street is a character-defining aspect of the drainage system on the house.

## R. Treatment Guidelines for Awnings

- 1. Definition.** Often found in the City's nineteenth and early twentieth century commercial and residential architecture, awnings are simple, inexpensive, but highly effective devices for providing shelter from the elements, creating shade, and focusing attention on a building's storefront. Awnings are vehicles for introducing color, variety, and interest to the streetscape. They can increase energy efficiency by significantly reducing heat gain, particularly in south and east facing openings.
- 2. Preserve historic awnings.** Historic awnings are character-defining features that must be repaired and preserved, rather than replaced. Awnings must be kept clean and in good repair.
- 3. Appropriate location and types.** Awnings are permitted over a wide variety of entrances and windows. Unless historic photographic or other documentation suggests a different style previously existed, shed-type fabric awnings that slope away from the building will be the only type of awning approved by the Commission. Awnings should include a loose valance. Both retractable and permanent awnings are permitted.

4. **Inappropriate awnings.** Backlit (internally lit) and dome awnings will not be approved.
5. **Materials.** Canvas and synthetic materials that closely resemble canvas are permitted for awnings. The fabric should be slightly loose on the frame and the valances should hang freely. Plastic and vinyl awnings will not be approved. Metal awnings are generally not appropriate on historic residential buildings. Depending on the style and age of a resource, metal canopies may be approved for some commercial, industrial, service, or utilitarian buildings.
6. **Relationship to openings.** Awnings must correspond with existing openings. For arched windows and doors, the Commission may approve a rounded awning that matches the size and configuration of the opening.
7. **Open-sided awnings.** Although open-sided awnings are preferred to minimize the visual intrusion on building elements, modern awning hardware may make them an inferior choice. The selection of open- or closed-sided awnings will be made on a case-by-case basis, depending on the hardware and building façade.
8. **Valance.** A valance or skirt on an awning can be straight or scalloped, but should not be taut.
9. **Attachment.** All awning hardware must be approved by the Commission. All awning hardware must be mounted in the mortar joints of masonry buildings. The awning must be attached directly into the building, rather than requiring columns or supporting poles inserted into the sidewalk. On the backs of houses, pole supports may be acceptable. If extant and functional, historic hardware must be used.
10. **Colors.** Awning colors should complement those used on the storefront or upper façade of commercial buildings. On residential buildings, the awning color should correspond with other colors on the building. The Commission will approve awning colors on a case-by-case basis.
11. **Information.** [\*Preservation Brief 44, The Use of Awnings on Historic Buildings\*](#), is an excellent source of information.



**5-52** The awnings at 52 North Market Street resemble those in historic photographs. Although the fabric recently was replaced, the traditional hardware still is in use.

# 6

## GUIDELINES FOR SPECIAL BUILDING TYPES

This chapter concerns building types that are characterized by special features that reflect their original or adaptive use. The rehabilitation of such buildings will be reviewed according to other chapters in the guidelines concerned with rehabilitation and applicable sections in this chapter. New construction of special building types will follow the guidelines in Chapter 10, in addition to the guidance contained in this chapter.

### A. Residential Buildings

- 1. Features of residential buildings.** Residential buildings in the historic district consist of detached single family homes, twin dwellings, row houses, and multi-family structures.
- 2. Preserve character-defining features.** Character-defining features of residential buildings must be identified, repaired, and preserved, whether or not the original function exists.
- 3. Typical alterations.** Over time, features of residential buildings may have altered or concealed. For example, original wood siding may have been covered with vinyl or aluminum, windows or doors may have been replaced, or porch materials may have been replaced with inappropriate materials and details. The rehabilitation of historic residential buildings may include returning the building to its historic residential appearance.
- 4. Replacement.** If the Commission determines that a feature is deteriorated beyond repair, the replacement must replicate the historic design. If the original design no longer exists, the replacement must be based on documentary or physical evidence. If such evidence does not exist, the replacement must be in keeping with the remainder of the building.
- 5. Alterations that will not be approved.** Alterations that detract from the character of residential buildings will not be approved.



6-1 Typical brick residential buildings on West All Saints Street.



## B. Commercial Buildings

- 1. Features of commercial buildings.** Commercial buildings generally are characterized by storefronts composed of the main entrance to the business, a display area to be viewed from the sidewalk, and signage. Historically, storefront design was organized in a standard arrangement. Typically, the main entrance was centered on the main façade and recessed. It was flanked by display windows and a wide transom spanned the façade over the main entrance and display windows. An awning may have spanned the façade above the transom and there may be a signboard area located above the transom and awning. The bulkhead anchored the front façade at its base. The fronts of commercial buildings often included an entrance to the upper stories, typically intended for residential use. Commercial properties also may have included rear wings or ancillary buildings that were used for storage or processing.
- 2. Preserve character-defining features.** Character-defining features of commercial buildings must be identified, repaired and preserved, whether or not the commercial function still exists.
- 3. Typical alterations.** Over time, many features of commercial buildings may have been altered or concealed. For example, transoms may have been covered, display windows, doors, and bulkheads may have been replaced, a recessed entrance may have been moved forward and the signboard may have been modified. The rehabilitation of historic commercial buildings may include returning the building to its historic commercial appearance.
- 4. Replacement.** If the Commission determines that a feature is deteriorated beyond repair, the replacement must replicate the historic appearance. If the original design no longer exists, the replacement must be based on documentary or physical evidence. If such evidence does not exist, the replacement must be in keeping with the remainder of the building.
- 5. Alterations that will not be approved.** In most cases, the following modifications to commercial buildings will not be approved.
  - a. Installing a door that is not commercial in nature at the main entrance.
  - b. Filling the transom or changing the nature of the glass in the transom.
  - c. Using inappropriate materials to replace the bulkhead.
  - d. Concealing any character-defining feature.
  - e. Removing or obscuring character-defining elements, including architectural features, rear wings or ancillary structures, historic signage and historic advertising painted on walls.
  - f. Replacing storefront glass and frames in a manner that is inconsistent with the original.



**6-2** This storefront at 325 North Market Street illustrates the typical features of retail commercial buildings, including a centered and recessed door, display windows, and wide transom.



**6-3** The storefront at 17-19 South Market Street preserves character-defining features commonly seen on retail buildings.

## 6. Other buildings with commercial uses.

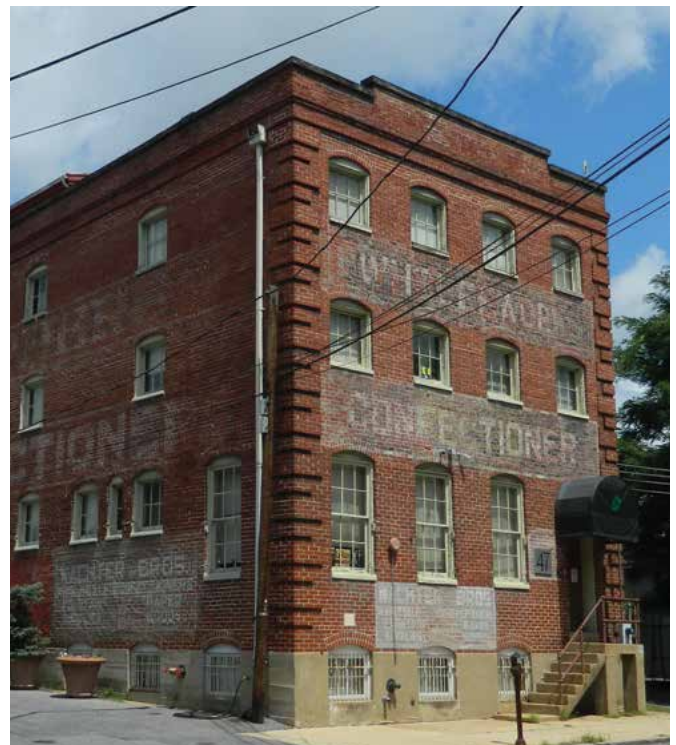
Commercial features, such as storefronts, should not be added to buildings that were not designed as commercial buildings but have assumed a commercial function. If a storefront already has been installed in another building type, the Commission will determine if it has become a character-defining feature prior to approving modifications. If it is considered character-defining, the feature must be repaired and preserved. If it is not character-defining, the Commission may approve removal of the feature. The replacement construction must be in keeping with the original design, based on documentary or physical evidence, or must be a replacement that the Commission considers to be compatible with the building.



**6-4** The overhead conveyor is a character-defining feature of the former Dietrich and Gambrell grain elevator at 124 South Carroll Street.

## C. Industrial Buildings

- 1. Special features.** Buildings that were used for manufacturing, known as industrial buildings, incorporated features to accommodate a manufacturing process, such as wide doorways, windows for adequate lighting and ventilation, monitor roofs, and loading docks. Industrial buildings are frequently, but not always, one-story. Roofs are gable, shed, or flat. Industrial buildings are commonly masonry with steel or wood windows. Frederick's industrial buildings exhibit a wide range of scale, from large buildings that housed agricultural processing businesses to small buildings that may have been concerned with ceramic or candy manufacturing.
- 2. Preserve character-defining features.** Character-defining features of industrial buildings must be identified, repaired and preserved, whether or not the original function still exists.
- 3. Typical alterations.** Over time, features of industrial buildings may have been altered or concealed. For example, loading docks may have been removed and entrances and windows may have been blocked. Some changes were done to accommodate adaptive uses. As appropriate, the rehabilitation of historic industrial buildings may include returning the buildings to their historic appearance, using materials of the original construction and removing inappropriate alterations.
- 4. Replacement.** If the Commission determines that a feature is deteriorated beyond repair, the replacement must replicate the historic design. If the original design no longer exists, the replacement must be based on documentary or physical evidence. If such evidence does not exist, the replacement must be in keeping with the remainder of the building.



**6-5** The industrial building at 47 East All Saints Street was built in 1916 and was once a wholesale confectioner. It retains many of the features from its original use and is now used as offices.



## D. Service Buildings

1. **Special features.** Service buildings include warehouses and other buildings used to provide commercial services, such as wagon and automobile repairs. Service buildings incorporated some of the same features as industrial buildings, although storage buildings may have a minimal number of windows. Frequently, but not always, they are one-story. Roofs are gable, shed, or flat. Service buildings may be masonry and may have steel or wood windows, but they were also built of timber or wood frame construction.
2. **Preserve character-defining features.** Character-defining features of service buildings must be identified, repaired and preserved, whether or not the original function still exists.
3. **Typical alterations.** Over time, features of service buildings may have been altered or concealed. For example, loading docks may have been removed and entrances and windows may have been blocked. Some changes were done to accommodate adaptive uses. As appropriate, the rehabilitation of historic industrial and service buildings may include returning the buildings to their historic appearance, using materials of the original construction and removing inappropriate alterations.
4. **Replacement.** If the Commission determines that a feature is deteriorated beyond repair, the replacement must replicate the historic design. If the original design no longer exists, the replacement must be based on documentary or physical evidence. If such evidence does not exist, the replacement must be in keeping with the remainder of the building.



6-6 The former Winebrenner warehouse at 103 South Carroll Street is a rare three-story example of a service building.



6-7 The former Ideal Garage at the rear of 112 East Patrick Street is a good example of a twentieth century service building related to the automobile.

## E. Places of Worship

1. **Description.** Places of worship include churches, synagogues, temples, mosques, and any other building intended for worship. Different religions may incorporate features in their buildings that include, but are not limited to, the following: the plan and form of the building, the shape, placement and quality of windows, the placement and character of doors, symbols of the religion, domes, towers and other projections.
2. **Preserve character-defining features.** Character-defining features of places of worship must be identified, repaired and preserved.
3. **Typical alterations.** The most common alterations include additions, modifications to entrances and the removal of decorative elements, particularly when the original use is abandoned.



6-8 The Evangelical Reformed Church at 11 West Church Street.



4. **Replacement.** If the Commission determines that a feature is deteriorated beyond repair, the replacement must replicate the historic design. If the original design no longer exists, the replacement must be based on documentary or physical evidence. If such evidence does not exist, the replacement must be in keeping with the remainder of the building.
5. **Additions to places of worship.** Additions will not be approved on character-defining façades or where they are visible from the public way.
6. **Alterations that will not be approved.** In most cases, alterations that compromise character-defining features, even if the original use of the building has been abandoned, will not be approved.

## F. Educational Institutions

1. **Special features.** Educational institutions include schools, academies, colleges, and any other building used for teaching. Both private and public schools are represented in the Historic District. Several historic schools have been converted to other uses.
2. **Preserve character-defining features.** Character-defining features of educational institutions must be identified, repaired and preserved, whether or not the original function still exists.



**6-9** This building at 115 East Church Street was originally the Girls' High School. It has since been converted to other uses while retaining its character-defining features.

## G. Garages

1. **Description.** Many garages contribute to the historic fabric of the district and have retained their character over time. Garages began to be built in the Historic District in the 19-teens or 1920s for residential, commercial, and industrial uses. Early garages typically housed one vehicle, however multi-bay garages are found throughout the downtown. In either case, single bay doors were used on historic garages. This type of accessory building was often made of wood frame construction with a shed or gabled roof and a dirt floor. Later garages may have been constructed of concrete block and a small number of garages were stucco, brick or clad in metal. Almost all garages had a wood garage door that either raised or slid at the vehicle opening, which typically faced an alley. Garage doors were commonly plank or bead-board. In more recent times, conveniences such as electronic doors may have been installed.
2. **Preserve character defining features.** Character-defining features of garages must be identified, repaired and preserved. If the Commission determines that a feature is deteriorated beyond repair, the replacement must replicate the historic design. If the original design no longer exists, the replacement must be based on documentary or physical evidence. If such evidence does not exist, the replacement must be in keeping with the remainder of the building.



**6-10** A historic, front-gabled wood frame garage with its original doors.



**6-11** A historic concrete block garage.

**3. Typical alterations.** The most common alterations to historic garages include the replacement of garage doors, the replacement of roofs and the addition of new siding.

**4. Additions to garages.**

Additions will not be approved on character-defining façades.

**5. Alterations that will be approved.**

The installation of new wood doors, including those with electronic opening devices, may be approved to replace deteriorated original doors or later replacement doors. Wood replacement doors must match the original wood doors or, if the appearance of the original door is unknown, they must be in keeping with the period of the structure. Retrofitting original doors with electronic opening devices will be approved if it preserves the integrity of the door and opening.

**6. Alterations that will not be approved.** The installation of vinyl and metal garage doors that imitate wood paneling will not be approved.

**7. Demolition.** Garages were sometimes not substantially built and many early garages have deteriorated or been altered over time. The Commission shall take into consideration if the poor craftsmanship and substandard construction methods hinder the long-term preservation of the building. However, severe deterioration caused by lack of maintenance or neglect will not preclude the Commission from evaluating an application to demolish a resource in accordance with Chapter 11, Section H.

**8. Guidelines for new garages.** New garages must be compatible with the scale, form, roof type, openings, location, and orientation of historic garages. Multi-bay garages must be built with one door per vehicle unless sliding wood doors are used.



**6-12** A new garage that was designed to be compatible with historic garages in the area.

## H. Utilitarian Buildings and Structures

**1. Description.** Utilitarian buildings and structures include those that house mechanical systems, with special requirements for ventilation, fire-rated walls, pedestrian access, or vehicular access. Very few utilitarian buildings or structures contribute to the Historic District.

**2. Siting utilitarian buildings and structures.** Utilitarian buildings and structures should be sited in locations not readily visible from public rights-of-way. If such siting is not possible, the structure or building should be designed to blend with the streetscape.

**3. New construction.** The massing, height, scale and materials of utilitarian buildings shall correspond with the guidelines for new construction.



**6-13** A historic frame shed on South Market Street.



**6-14** A new board and batten shed.

## I. Sheds and Other Ancillary Structures

1. **Description.** Sheds and other small outbuildings or appendages to the main building were used for storage, as privies, workshops, or for other functions. They generally are wood frame construction with shed roofs, but gable roofs also are evident. Board-and-batten was a typical early sheathing. Other wood siding and corrugated metal also were used for siding. Sheds and other small outbuildings may have single or double doors and they may have windows or vents.
2. **Preserve character defining features.** Character defining features of historic sheds and other domestic outbuildings, must be identified, repaired and preserved to the extent possible. If the Commission determines that a feature is deteriorated beyond repair, the replacement must replicate the historic design. If the original design no longer exists, the replacement must be based on documentary or physical evidence. If such evidence does not exist, the replacement must be in keeping with the remainder of the building.
3. **Typical alterations.** Typical alterations to historic sheds and other outbuildings include the installation of new doors, boarded up windows and the installation of modern siding and bracing may.
4. **Alterations that will not be approved.** In most cases, siding sheds with the materials identified in Chapter 4, Section K will not be approved.
5. **Demolition.** Sheds and other small outbuildings were often poorly built on inadequate foundations. The Commission shall take into consideration if the poor craftsmanship and substandard construction methods hinder the long-term preservation of the building. However, severe deterioration caused by lack of maintenance or neglect will not preclude the Commission from evaluating an application to demolish a resource in accordance with Chapter 11, Section H.
6. **Guidelines for new sheds.** New sheds must be of wood frame or masonry construction, including concrete block, brick and stucco. Sheathing on wood frame sheds must be approved wood siding or smooth fiber cement siding. On a case-by-case basis corrugated metal or other metal may be approved. Sheds must have the same general form, including a shed or gable roof, to correspond to historic sheds. The following features of some pre-fabricated sheds will not be approved: gambrel roofs, cross-buck doors, clad or vinyl windows, metal doors, and synthetic and non-functioning shutters. Sheds should be located toward the rear of the lot.



## J. Barns and Carriage Houses

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1. **Special features.** Barns and carriage houses are building types in the Historic District that generally have been adapted to modern uses, such as garages. Barns and carriage houses are larger than early garages, sometimes one-and-a-half or two stories high. They may exhibit typical barn-like construction and include features such as board-and-batten siding and sliding plank doors.
2. **Preserve character-defining features.** Character-defining barns and carriage houses, and their character-defining features must be identified, repaired and preserved.
3. **Typical alterations.** If adapted for other uses, barns and carriage houses may have modern vehicular doors and character-defining openings may have been covered.
4. **Replacement.** If the Commission determines that a feature is deteriorated beyond repair, the replacement must replicate the historic design. If the original design no longer exists, the replacement must be based on documentary or physical evidence. If such evidence does not exist, the replacement must be in keeping with the remainder of the building.
5. **Alterations that will not be approved.** In most cases, character-defining features may not be removed or covered if barns or carriage houses are adapted for new uses.



**6-15** The stable and carriage house at the rear of 19 West 2nd Street is well-preserved and retains many of its original features.



**6-16** The stables behind 103-105 Council Street have been adapted for use as office space.

## K. Carports

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1. **Description.** A carport is a shelter for a car consisting of a roof supported on posts, generally located at the rear of the property.
2. **Installation.** The Commission reviews the scale of permanently installed carports, with consideration on their visual impact on the setting, their effect on greenspace, and the appropriateness of their materials and construction.
3. **Materials.** Carports are usually made of wood or metal. Pressure treated wood can be used, but it must be painted or stained with a solid, opaque stain.

## L. Parking Decks or Parking Garages

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1. **Description.** Parking decks, also known as parking garages, are designed for the temporary storage of personal vehicles. Parking garages typically are not historic buildings. Most parking garages are public facilities, built, owned and operated by the municipality. The earliest municipal parking garage in Frederick is the Church Street deck, built in 1975.

## 2. Guidelines for new parking decks.

New parking decks must meet the following requirements:

- a. Where possible, parking decks should be situated behind other buildings, preferably in the middle of blocks.
- b. Where possible, parking decks shall incorporate commercial space or the appearance of commercial space on the first floor façade facing the main street.
- c. The massing, details, height and materials of parking decks shall correspond with the guidelines for new construction outlined in Chapter 10.
- d. On the main façade, openings must resemble appropriately scaled windows.
- e. The ground floor level of parking decks shall not reveal parked vehicles to the extent possible to meet required codes, nor shall vehicles on the rooftop be visible from the adjacent streets.
- f. The preferred material for walls that are visible from the public right-of-way is brick.



**6-17** The city parking deck at 140 West Patrick Street incorporates city office space in the section that fronts Patrick Street.

## M. Other Special Building Types

This chapter has not addressed every building type that occurs in the Frederick Town Historic District, but any building that reflects a specific use through its form, openings, roof shape, decoration, materials, etc. should retain its character-defining features, even if it is rehabilitated for another use or to better serve its original purpose.



### ➤ RECENT SPECIAL BUILDINGS

Some of the special building types in the Historic District are not only unusual, but they are relatively recent. For example, the Quonset hut at 307 Chapel Alley is a World War II-era relic. These lightweight buildings, sheathed in corrugated steel, were manufactured by the United States Navy to meet the need for barracks, offices, clinics and housing. Some 150,000 were built during the war years, and after the war many were sold to the general public. This type of resource was not the genesis of the Frederick Town Historic District, but it is a contributing resource reflecting its recent past and on-going evolution.



**6-18** Quonset hut on Chapel Alley.

# 7

## GUIDELINES FOR BUILDING ACCESSORIES AND SIGNS

*Building accessories* are items attached to or located near buildings that are intended to increase comfort or convenience; improve safety or access; or support building systems. Building accessories also include signs, which identify the use of a building or site or for marketing. Building accessories that may negatively impact the historical character of a building and the streetscape should be placed inside the building, if possible, or in areas not readily visible from the public way.

### A. Automatic Teller Machines (ATMs)

- 1. Definition.** Automatic teller machines, or ATMs, are unstaffed, electronic banking facilities that are generally available at all hours. An ATM may be a panel that is installed in a vestibule or on the façade of a building, frequently at banks.
- 2. Required review.** An ATM proposed for the exterior of a building requires Commission approval. Those located inside a building do not require Commission review.
- 3. Incompatible with Historic District.** ATMs are generally incompatible with the character of the Historic District and their placement should be carefully considered prior to undergoing any rehabilitation project. The installation of ATMs can disrupt the streetscape by replacing historic character-defining open storefronts with solid panels or by causing irreversible damage to historic materials. For these reasons, every effort should be made to install an ATM on the interior of a building. If an ATM cannot be located on the interior, they should be installed in a manner that is reversible and does not damage or obscure a character-defining feature of the building. ATMs should be installed on the sides and rears of buildings whenever possible.

### B. Night Depositories

- 1. Definition.** A night depository is a small opening in a bank wall that houses a receptacle for making deposits when the bank is closed. In historic banks they generally were installed on a street-facing elevation, often near the main entrance. Night depositories have been evident on Frederick banks at least since the early twentieth century.



**7-1** This night depository at 154 North Market Street shows the historical placement and appearance of night depositories.



2. **Review Required.** Night depositories require Commission approval prior to installation.
3. **Placement.** Night depositories must be installed where they do not damage or conceal character-defining architectural elements. If installed in a masonry wall, the night depository should correspond with the mortar joints. Night depositories installed in new construction should correspond with the placement of historic night depositories.
4. **Size.** The size of night depositories should correspond to the size of historic night depositories.
5. **Materials.** Night depositories must be fabricated from metal, with a finish that matches other metallic finishes on the building or, in the absence of other metallic finishes on the building, a finish that is compatible with the wall material.

## C. Telecommunication Accessories

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1. **Definition.** Telecommunication accessories are those devices necessary for transmission of telephone and television signals; cellular data; internet connections including Wi-Fi; and related services.
2. **Placement.** Telecommunication accessories must be installed in the least obtrusive location possible in order to minimize visibility from the street and so that they do not detract from the setting or streetscape. Telecommunication accessories can often be installed in several locations on a property and still receive the necessary signals or service. It is the responsibility of the property owner or applicant to inform installers of the regulations pertaining to the Historic District.
3. **Size.** All telecommunication accessories shall be the smallest size possible, consistent with the requirements for reception and transmission. Some flexibility may be granted when such structures will be installed in locations not visible from the street.
4. **Screening.** The Commission may require a telecommunication accessory to be screened to minimize impacts to historic buildings and the streetscape. Screening methods may include, but are not limited to, partitions, panels, or cabinets. Plant materials may be appropriate in some cases, but should always be utilized in conjunction with a permanent screening method.
5. **Color.** When attached to a building, telecommunication accessories shall match the predominant color of the underlying surface. Free-standing telecommunication accessories should have a finish color that reduces its visual prominence in the streetscape or landscape.

## D. Utility Boxes and Meters

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1. **Definition.** Utility boxes and meters are used to monitor the use of gas, water, electricity, and other related services.
2. **Placement.** The Commission will only approve the installation of a new utility box or meter on the front of a building if no other option is available. The Commission may require documentation supporting a request to install a utility box or meter on the front of a building including evidence that alternatives are technically infeasible.
3. **Screening.** In some situations the Commission may require the utility box or meter to be screened from view from the public right-of-way.
4. **Painting utility boxes.** The Commission may require boxes and meters to be painted to match the building.
5. **Junction boxes.** Junction boxes placed by utility companies must be approved by the Commission and must be screened from view from the public right-of-way by the applicant, to the extent possible.



**7-2** These utility boxes and meters at 78 East South Street are located on the side of the building and match the color of the wall.

## E. Vending Machines

1. **Definition.** Vending machines are stations for purchasing or dispensing small-scale items. They are usually free-standing, box-shaped objects.
2. **Limits of approval.** City code does not permit vending machines on streets and sidewalks in the Historic District. Vending machines on private property must be placed so that they are not visible from the street.
3. **Newspaper boxes.** Newspaper boxes are exempt from review by City code.

## F. Literature Racks

1. **Definition.** Literature racks, usually made of wood, metal, or plastic, are stands intended to store pamphlets, newspapers, flyers, and other papers for public distribution.
2. **Placement.** The Commission will not approve permanently installed literature racks on a public way or where they are visible from a public way.



7-3 Approved style of newspaper vending machines in the Historic District. Located on East Church Street.

## G. Accessories to Improve Access for the Disabled

1. **Definition.** Accessories that enhance access for disabled people include, but are not limited to, ramps, railing, and new entrances.
2. **Compliance with ADA.** The Americans with Disabilities Act (ADA) establishes standards for accommodating the movement of disabled people to and through buildings. ADA requirements should be met in a manner that results in the least amount of damage to historic buildings, while providing adequate access to the disabled.
3. **Information about ADA.** The National Park Service, the U. S. Department of Justice, and the Maryland Department of Housing and Community Development provide guidance on complying with ADA requirements. [\*Preservation Brief 32, Making Historic Properties Accessible\*](#), is a helpful resource. The Justice Department maintains a telephone hotline to answer basic questions about ADA requirements (800-872-2253). The Maryland Building Rehabilitation Code Hotline can interpret the state's "Smart Codes" for historic properties (866-424-6269; Maryland Relay for the Deaf: 800-735-2258).



7-4 (A–B) Ramps are one way to provide an accessible entrance to building.

## H. Exterior Lighting

1. **Definition.** Exterior lighting encompasses fixtures attached to buildings, fixtures on freestanding poles, and fixtures placed at ground level. The Commission reviews lighting on public ways and on private property.
2. **Preserve historic lighting.** Historic fixtures should be preserved and repaired if possible.
3. **Attached fixtures.** Historically, few buildings in the Historic District had attached fixtures; however, for safety and convenience many property owners want fixtures to light entrances. Fixtures with specific style references are not permitted unless they are consistent with the style of the building or documented with photographic or physical evidence as historically having been used on the building. Coach lamps will not be approved.
  - a. **Size.** Attached fixtures should generally be small in scale. In most cases this means no more than 12" to 16" in height. However, larger fixtures may be appropriate when they are appropriately scaled for the size of the building and where they do not detract from the streetscape.
  - b. **Attachment.** On masonry walls, fixtures must be attached in mortar joints to prevent damage to historic fabric. Mounting blocks are generally not approved.
4. **Fixtures on poles.** Light poles and their fixtures must be pedestrian in scale. In the public right-of-way light poles are placed by the City, according to approved standards. See Chapter 8, Section M, for additional guidance. The Commission may approve pole lights on private property to light a walk or doorway. The scale and intensity of the fixture shall reflect this limited use.
5. **Security lights.** The Commission may approve the attachment of security lights to the building, on the ground, or on a pole. Security lights are generally utilitarian in nature and are to be placed where they are minimally noticeable, while serving the lighting purpose.
6. **Gas lights.** Gas lights attached to houses will not be approved unless documentary or physical evidence indicates that they once existed on the building. Gas lights on poles may be approved on a case-by-case basis.



**7-5** Coach lamps like this one are not appropriate for buildings in the historic district.



A



B



C

**7-6 (A–C)** Appropriate attached fixtures for residential buildings in the Historic District. These fixtures are located at 128 West 3rd Street, 344 North Market Street, and 110 West 3rd Street.



7. **Finish.** Light fixtures should have a satin, antique, oil-rubbed, aged, or black matte finish. Bright brass and chrome or polished finishes will not be approved.
8. **Light quality and intensity.** Light fixtures with permanent bulbs must have a color temperature of 4500 K or less so that it does not project cool, blue tones. The Commission recommends the same for fixtures with replaceable bulbs. Replaceable bulbs should be sized appropriately for the fixture.
9. **Artistic lighting.** Artistic lighting that is intended to highlight architectural features by creating sharp or contrasting shadows, such as up-lighting, is generally only appropriate for monuments; public squares or plazas; and the following historic building types: commercial, institutional, industrial, and places of worship. Artistic lighting will not be approved in cases where it would negatively impact surrounding historic structures or the streetscape regardless of building type. General floodlighting of historic buildings will not be approved.



**7-7** The spire of the All Saints' Episcopal Church is illuminated, as many are in the historic district.

## I. Mechanical Equipment

1. **Definition.** HVAC systems, including air conditioning units, heat pumps, air compressors, vents, and other types of mechanical equipment placed outside of buildings, are subject to Commission review.
2. **Placement.** Mechanical equipment must be installed so that it will not destroy or damage building materials.
3. **Rooftop mechanicals.** Rooftop mechanical units are permitted if they can be installed so they are not visible from the public right-of-way. If rooftop mechanical equipment cannot be installed so it is not visible from the street, it must be screened from view, in a manner approved by the Commission.
4. **Placement of cables and wires.** Cables and wires should be placed underground whenever possible. If this is not an option, they should be placed on side or rear elevations.
5. **Window units.** Air conditioning window units are not within the purview of the Commission, unless their installation will result in damage or the removal of any building parts or materials.
6. **Vents.** Vents include openings intended to eliminate exhaust or exchange air. They may be round, rectangular or square, with or without louvers. Vents must be placed as discretely as possible. They must be installed so they are not readily visible from the public right-of-way and their finish color should correspond with the wall or trim color, unless mounted in a clear material. Their location should be considerate of the impact on adjacent historic buildings and their installation should result in minimal damage to historic fabric.

## J. Signs

1. **Definition.** A sign is any device, structure, painting, or visual image designed to be seen by the public for the purpose of advertising or identifying a business, product, or service. Signage can incorporate graphics, symbols, letters, or numbers. All signage must be in accordance with the City Code. Signs come in a variety of sizes, shapes, and types, including the following that are acceptable in the Historic District:
  - a. **Panel sign.** A sign that is fastened directly to a signboard or wall.
  - b. **Projecting or hanging sign.** A two-sided sign that hangs from a bracket or is suspended from an overhang, usually perpendicular to the building. Hanging signs are intended to be seen by pedestrians on the sidewalk.

- c. **Window sign.** Signage that is applied directly to a window or within 12" of a window intended to be seen from the street or sidewalk.
- d. **Awning sign.** Signage that is painted or applied to the slope or valance of an awning.
- e. **Freestanding sign.** A sign that is not attached to a building and that is supported by posts or similar construction.
- f. **Sidewalk or entrance sign.** Rarely, signage has been incorporated into the sidewalk in front of a building or in the paving at the front entrance.
- g. **Building directory.** A sign that lists the occupants of a building. The Commission encourages the use of building directories for multi-tenanted buildings, instead of the installation of a sign for each tenant.
- h. **Painted sign.** Signs that are painted directly on the finish wall material of a building.



7-8 Hanging sign.



7-9 Window sign.



7-10 Awning and window signs.

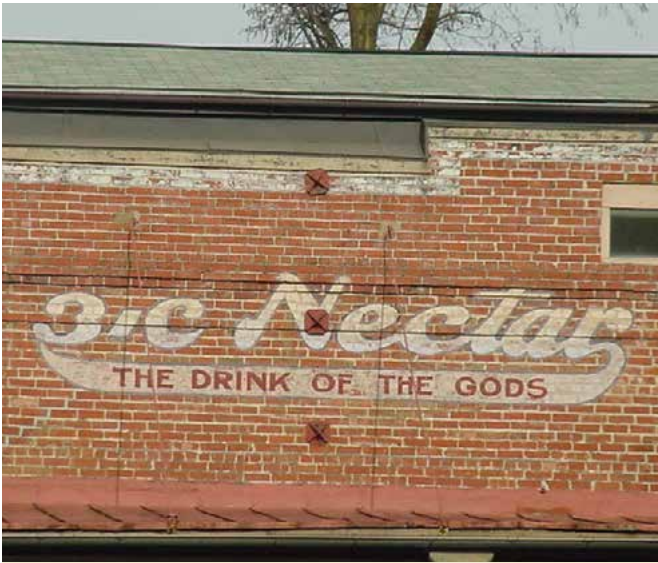


7-11 Awning and panel signs.



7-12 Panel sign.





7-13 Historic painted sign.



7-14 Historic carved sign.

## 2. Historic signs.

a. **Definition.** A historic sign is one that conveys a significant aspect or period of history related to the specific building to which it is attached or the City in general long after the commercial or advertising value no longer applies. Historic signs are generally those:

- i. Associated with historic figures, events, or places;
- ii. Providing evidence of the history of a product, business, or service;
- iii. Reflective of the history of the building or the development of the area;
- iv. Characteristic of a specific historic period (such as gold leaf on glass or neon);
- v. Integral to the building's design or physical materials;
- vi. Outstanding examples of sign maker's art (ex. excellent craftsmanship, use of materials, or design);
- vii. Important in defining the character of a district (ex. marquees in a theater district).

b. **Preserve historic signs.** Historic signs must be identified, repaired and preserved. New signage should be installed in a way that does not damage historic signage. In some cases, the Commission may approve covering a historic sign in order to accommodate modern signage.

3. **Appropriate size, scale, and design.** Signage must not obscure or overwhelm architectural details. The size and location of signage must be compatible with the architecture, scale, and design of the building. The City Code specifies the amount of signage allowed and parameters regarding its placement; however, the Commission does not have to allow the maximum signage allowed by the code. The Commission considers the style of signage, its impact on the building, its placement, and other aesthetic factors.

4. **Projecting signs.** Projecting signs in the Historic District cannot extend more than 30" into the public right-of-way and the bottom of the sign must be at least eight feet from the ground. Projecting sign must be installed so that historic fabric is not damaged. For example, signs attached to masonry walls must be attached into mortar joints.



7-15 The design and material of this sign reflect the business.



5. **Permitted materials.** Wood signs are preferred and Medium Density Overlay (MDO) is permitted. All wood and MDO signs must be painted. Signs with a rustic appearance generally will not be approved. Metal may be approved for signs. Vinyl letters and graphics are acceptable. Dimensional acrylic lettering and graphics will only be approved if they have a matte finish. Signs with illuminated tubes, such as neon or fluorescent, will only be approved if they are appropriate for the style and age of the building. Individual letters may be installed flush to a backer panel or rail but may not be individually pin mounted to a wall. Signs painted directly on walls will only be permitted on masonry where it is currently painted or coated or on wood siding or wood panels.
6. **Types of signs that will not be approved.** The following types of signs are not permitted: light-emitting diode (LED) signs; pin-mounted letters mounted directly on walls; signs with moving, lighted characters; plastic signs; cabinet signs; and signs on video screens or monitors. Banners may only be installed as permitted by the City Code. Vinyl that mimics frosted glass will only be permitted for lettering or graphics and will not be approved for entire windows. Neon or fluorescent tube-type signs and signs painted directly on walls will only be approved as described in (6) above.
7. **Lighting for signs.** Light fixtures may be installed to externally illuminate signs, but flashing or blinking lights will not be approved. Light fixtures for signs should be unobtrusive and comply with Section H. Their appearance and placement should be compatible with the building façade.

## K. Historic and Commemorative Markers

**Historic and commemorative markers** are plaques that contain information about aspects of the community's culture. When installed on historic structures, plaques must be scaled appropriately for the building and be installed so they do not damage or obscure character-defining features or historic materials. Free-standing markers may not dominate a streetscape or block views of buildings.



7-16 Typical historic marker.

## L. Energy Conserving Features

1. **Definition.** Energy conserving features include treatments that reduce the amount of energy expended in heating, cooling, or construction. The Commission will approve the use of energy conserving features if they do not obscure, damage, or cause the removal of historic features or materials.
2. **Commission approval.** Treatments that do not require Commission approval include caulking, weather-stripping, mechanical repairs to windows, retrofitting doors to fit openings, and interior treatments such as insulation, window treatments, and interior storm windows. Treatments that require Commission approval include, but are not be limited to, the installation of storm/screen doors and windows, the application of window films, and the installation of awnings, shading devices, and photovoltaic materials.
3. **Shading devices.** Shading devices, such as awnings, intended to conserve energy may be approved on existing buildings if they do not obscure character-defining features or damage historic materials. See Chapter 5, Section S for additional guidelines regarding awnings.
4. **Photovoltaic materials and solar water heating systems.** Photovoltaic materials convert solar energy into electric power and may consist of panels, films, shingles, or tiles. Solar water heating systems include solar collectors for heating water that is delivered to a storage tank. On existing buildings these materials and features may be approved if they are not visible from the street, if they do not extend higher than the existing building, and if they do not destroy or damage historic material. On new construction they should be integrated into the overall design of the building or otherwise be located where they will not detract from the setting or streetscape.



**7-17** Fire department Siamese connection in front of 30 North Market Street.



**7-18** Individual numerals mounted on wood component of 110 East 2nd Street.

## M. Miscellaneous Features

- 1. Items included.** Miscellaneous features include, but are not limited to, items such as mailboxes, house numbers, security devices, lightning rods, weathervanes, and fire department connections. Such features that must be approved by the Commission. These items are generally reviewed under the Administrative Approval Program (see Chapter 1). Approval is not required for hose bibs or electrical outlets. Installation of new miscellaneous features shall be done in a way that minimizes damage to historic materials and should be reversible whenever possible.
- 2. Appropriate designs and placement.** Features that are important to safety, such as house numbers and fire department connections, must be placed as required by regulations; however, the regulations generally present some latitude, allowing the Commission to select locations that will be less damaging to historic fabric or less obtrusive.
- 3. House numbers.** The size, scale, and materials of house numbers should be compatible with the building. Individual numerals should be mounted on the wall or on a wood component of the opening. Plaques should be sized so they complement the entrance and other features of the building. Gold foil numerals are appropriately placed in transoms over the door.
- 4. Mailboxes.** Mailboxes should generally be rectangular, with the long dimension running vertically. Historic mailboxes that remain in the Historic District commonly have these proportions. Mailboxes with the longest dimension running horizontally are generally not appropriate in the Historic District and are more commonly found along rural routes. Mailboxes must have a satin, antique, oil-rubbed, aged, or black matte finish. Bright brass and chrome or polished finishes will not be approved.



**7-19** Gold foil house numbers.



**7-20** A mailbox with the long dimension running vertically.



# 8

## GUIDELINES FOR LANDSCAPES AND STREETSCAPES

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### A. Definitions

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- 1. Landscape.** Landscape is used to reference those parts of the Historic District that are planted and that provide natural relief from building and street fabric. Landscaped areas include the settings or yards of buildings, institutional campuses, parks, and cemeteries. Historically, the major public landscaped areas were the park-like setting of the Frederick County Courthouse (now City Hall), the many cemeteries scattered around town, several churchyards, and the campus of the institution now called the Maryland School for the Deaf. Parks were not evident until the twentieth century but now a number of them are located in the Historic District. Cemeteries have dwindled, with gravesites now concentrated at Mt. Olivet and St. John's cemeteries, instead of in the several smaller cemeteries that once existed in the Historic District.
- 2. Streetscape.** Streetscape refers to the visual appearance of a street, including the buildings, paving, utilities, signs, street furniture, plantings, and other design elements. Although the roots of Frederick's street plan are Colonial, its architecture and infrastructure present an eclectic streetscape. Elements of its infrastructure, including the paving, utilities, sidewalks, and lighting, are distinctly mid-twentieth century. The development along Carroll Creek ushered city streetscapes into the twenty-first century.



**8-1** Park-like setting of the Old Court House Square, now City Hall, 101 North Court Street.





**8-2** Laboring Sons Memorial Ground, 121 East 5th Street. This nineteenth century African American cemetery was rededicated as a memorial park in 2003.



**8-3** Carroll Creek Linear Park, view near South Market Street.

**3. Green space.** Green space refers to areas that are unpaved and devoid of buildings. Modern parking needs and increased density in the Historic District have eroded green space. The Commission will evaluate all proposals for new development, additions, parking, and other paving for their impact on green space in the Historic District. Green space should be maximized to the extent possible. Historically residential building types must maintain at least 30 percent green space outside of the primary structure. The Commission may approve alterations to a historically residential property type that reduces green space to less than 30 percent based on the following:

- a. The property has physical constraints that make it infeasible and alternatives have been adequately explored; or
- b. Green space is not a character-defining feature of the setting; and
- c. The reduced green space will not negatively impact historic resources or the streetscape.

**4. Yard.** A yard is the space on a lot not occupied by buildings or parking, generally characterized by plantings or turf. Yards in Frederick are usually at the backs of buildings.

**5. Setting.** Setting refers to the space surrounding a building, which may or may not be confined to the lot.

## B. Landscape and Streetscape Features That Require Review

The Commission considers the potential impact of rehabilitation, new construction, and demolition on the streetscape and landscape and on the settings of buildings. In addition, its review includes, but is not limited to, the following aspects of streetscape and landscape design in the Historic District:

- 1. The rehabilitation, new construction, and demolition of sites and settings, including but not limited to yards, parks, memorials, streets, alleys, and parking lots;
- 2. Plantings and tree removals, as described in Section F, below;
- 3. Fences, gates, and walls;
- 4. Alley gates;
- 5. Paving;
- 6. Garden structures and permanently installed equipment;
- 7. Hot tubs and swimming pools;
- 8. Water features greater than four feet in diameter;
- 9. Street furniture;



**8-4** Aerial view of backyards in the 200 block of East 6th Street and East 7th Street. Note the long, narrow lots and the garages facing the alley.



**8-5** Bonita Maas Park.



**8-6** Streetscape along West 2nd Street showing residential buildings, paving, utilities, signs and plantings.



**8-7** Greenspace in front of the Federated Charities Building, 22 South Market Street.



**8-8** Unusual small residential front yard at 201 East 4th Street.

- 10. Street lights (see Chapter 7 for other outdoor lighting);
- 11. Street signage;
- 12. Technological devices and structures; and
- 13. Public art.

## **C. Landscape and Streetscape Features That Do Not Require Review**

The Commission does not review the following:

- 1. Water features less than four feet in diameter, unless their installation requires any permit;
- 2. Items that are temporary in nature, such as patio furniture or plant containers not attached to a structure;
- 3. Removal of trees less than 10" in diameter; and,
- 4. Plantings except as outlined in Section F.



## D. Prohibited Landscape and Streetscape Construction

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1. **Decks.** A deck is a raised platform built of wood or synthetic wood, usually attached to the back of a house and without a roof. Decks project farther from buildings than the four- to five-feet that traditional Frederick porches project, and may span the width of the building and include a stair to the back yard. Deck railings typically differ from traditional porch railings and often include face nailed vertical pickets or a series of horizontal rails. Decks became popular in the mid-twentieth century and are associated with American suburbs. Decks are not appropriate in the Historic District, which is urban in character, and will not be approved.
2. **Planks used for paved surfaces.** The Commission will not approve the placement of boards or logs for patios.
3. **Gravel yards.** The Commission will not approve the placement of gravel in an area that is more appropriately a planted landscape.

## E. Rehabilitation Treatments for Landscapes and Streetscapes

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1. **Retain historic landscape and streetscape features.** Historic features must be identified, repaired and preserved. The National Park Service publication, *Guidelines for the Treatment of Cultural Landscapes*, edited by Charles Birnbaum and Christine Capella Peters, contains useful information on this subject.
2. **Replacement features.** If upon review the Commission determines that replacement of a historic feature is necessary, the replacement must be the same as the existing. If the exact appearance of the historic element is not known, the replacement must be based on documentation or physical evidence. If evidence is not available, the replacement must be in keeping with the landscape or streetscape.
3. **Materials.** The materials used in landscapes and streetscapes must be materials outlined as appropriate for rehabilitation or new construction in the Historic District (see Chapter 4 and Chapter 10) or materials specified in this chapter. All materials must be compatible in color and texture with historic streetscapes and landscapes. Non-historic materials may be approved on a case-by-case basis.

## F. Plantings and Tree Removals

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1. **HPC review.** The Commission reviews the following regarding plantings in the Historic District:
  - a. **Tree removal.** Mature trees contribute to the character and setting of the historic district and require regular maintenance. Since the loss of mature trees may negatively impact the historic district, the removal of all trees over ten inches in diameter at breast height (DBH) must be approved by the Commission. The removal of a healthy tree or groups of trees that are part of a planned, historic landscape is discouraged. The Commission will only approve the removal of trees greater than ten inches DBH if one of the following pertains:
    - i. The tree is dead, dying, or hazardous as documented by a Maryland licensed tree expert;
    - ii. The tree is causing damage to a structure or site feature that cannot be mitigated with pruning;
    - iii. The tree is identified as an invasive tree in the State Forest Conservation Technical Manual; or
    - iv. A tree that is in an area of a planned patio, parking pad or other improvement to the property that is otherwise consistent to the Guidelines and the removal of that tree will not negatively impact historic resources or the streetscape.
  - b. **Replacement trees.** If the Commission approves the removal of a tree it considers important to the character and setting of the historic district, it may require the planting of a replacement tree.
  - c. **Street trees.** Street trees are the trees planted on the public right-of-way in established tree wells. The Commission may require street tree plantings in the context of new construction or where changes are being made to the streetscape. With the advice of the City arborist and in compliance with City Code, it will approve the species to be planted and the size and location of tree wells. The Commission will encourage the use of tree species that were planted historically in Frederick. Tree wells may be covered with metal grates. Flexible porous pavements or bound “rubber mulch” type products that closely replicate natural materials may be approved for tree wells on a case-by-case basis.





**8-9** A notable Ginkgo tree on West 2nd Street.



**8-10** Street tree in front of 24 East Church Street.

- d. Plantings for screening.** The Commission may require HVAC equipment and other utilities to be screened from view from the public way. Screening approved by the Commission may be fencing, plant materials, or a combination. Fencing must comply in material and design with fences described in this chapter. It must be high enough to screen, but cannot exceed six feet unless otherwise permitted by Code. If plant materials are required for screening, shrubs must be at least two feet high when planted and trees must be at least five feet high when planted. Evergreen species must be planted if the conditions would foster the healthy growth. The Commission will approve the spacing of plant materials used for screening.
- e. Attached window boxes.** The Commission must approve the placement of window boxes that are attached to the building with screws or other devices that may penetrate the wall or window frame or sill. Only mounting hardware and drainage features that do not damage historic fabric will be approved. Window boxes should not sit directly on wood window sills and should include airspace between the house and box. Plastic or vinyl window boxes are not permitted.
- f. Designed landscapes.** Historic designed landscapes, such as formal gardens or an allée, should be retained, and preserved. Alterations to a property should be designed to avoid the removal of historic landscape features.

**2. Plantings that do not require HPC review.** Commission approval is not required for the following plantings:

- a. Plantings in tree wells.** Property owners can plant annual or perennial flowers in tree wells. In order to maintain the health of the tree, such plantings should be 12" from the base of the tree and soil and mulch cannot be built up around the trunk.
- b. Tree removal less than 10" diameter.** The Commission does not review the removal of trees less than 10 inches in diameter.
- c. Free-standing planters.** The Commission does not review the placement of free-standing planters but their placement must be compliant with City Code.
- d. Window boxes, not attached.** The Commission does not review the placement of window boxes that are not attached to the building with screws or other hardware that penetrates or otherwise damages the wall or window frame or sill.
- e. Garden plantings.** The Commission does not review tree, shrub, perennial and annual plantings; however in the context of new construction must approve landscape plans, including the full range of plant materials.

## G. Fences, Gates, and Walls

- 1. Definition.** Fences and walls are constructed barriers that help define and screen parking lots, yards, and walkways. Gates are movable portions of fence that allow passage.
- 2. Removal of fences, gates, and walls.** The removal of all fences, gates, and walls must be approved by the Commission.
- 3. Historic precedence for fences, gates, and walls.** New fences and walls must resemble those that were built historically in the district and must be built of the same materials. Some modification to historic fence and wall styles may be allowed to accommodate modern desires for backyard privacy on Frederick's narrow lots. For example, six-foot fences can be made less foreboding with lattice or scalloped tops.
- 4. Location of fences and walls.** The placement of fences and walls must correspond with the City Code, which specifies that front yard fences (fences that extend beyond the front façade of a building) are not permitted. Fences and walls on corner lots must leave the sight triangle unfenced, as specified in the City Code.



**8-11** Historic brick and stone wall along Carroll Street.



**8-12** Solid board fence with cap board.



**8-13** Solid board fence with lattice top.



**8-14** Solid board fence with "dog-ear" boards.



**8-15** Picket fence with pointed pickets.



- 5. Height of fences and walls.** The height of fences and walls is regulated by the City Code. The code allows fences and walls to be six feet high, including posts, as measured from the outside of the fence or wall. The Commission might not approve a fence at the maximum height allowed. In fact, the Commission encourages lower fences in backyards to correspond with historic patterns and to preserve sight lines.
- 6. Appropriate fence materials.** The following materials are permitted for fencing in the Historic District: wrought or cast iron; aluminum or steel; wood boards or pickets; and wire or woven wire. Pressure-treated wood may be used for fences and gates that are not facing the street. Framed wooden lattice may be approved as a fence detail, but is not permitted alone as a fence material.
- 7. Appropriate fence styles.** The following fence types are evident in historic photographs of Frederick and are approved for construction in the Historic District. Some fence types are only approved at low heights. Other fence types may be approved on a case-by-case basis.
- a. Solid board fences, with and without cap boards.** The width of boards ranges from about 4 inches to 14 inches. Board fences may have posts that extend above the posts, but they cannot exceed six feet in height. Posts can be topped with metal or wood caps, but not vinyl caps. The use of “dog-ear” boards is acceptable.
  - b. Scalloped-top board fences.** The boards are cut to create a sweeping scallop between posts. Historically, this fence type seems to have been unusual and reserved for front yards. It will be approved on a case-by-case basis.
  - c. Picket fences.** The low wood fences are built of narrow, vertical boards with pointed tops, known as pickets. Traditionally, the pickets, which are attached to a top and bottom rail, were spaced an inch or less apart; however, the Commission will accept wider spacing. Some variation was shown on the top points of the pickets and the posts. Historically, picket fences may have been the most common fence type, used in front yards and back yards, at modest and more elaborate buildings.
  - d. Wire fences.** Various types of wire, including woven wire, are stretched between wood or metal posts. This fence type was very common in Frederick, but it is vanishing from the Historic District as owners replace them with more secure and less transparent fencing.
  - e. Wrought and cast iron fences.** Iron fences are the most ornate fences in the Historic District, although simple versions of the fence also exist. The installation of fences of alternative materials that mimic wrought or cast iron fencing will be evaluated on a case-by-case basis.



**8-16** Gothic style picket fence.



**8-17** Iron fence.

- 8. Inappropriate fence types and materials.** Several fence types are not appropriate in the Historic District, because of their relatively recent popularity or their rural or industrial nature. Fences that will not be approved include board-on-board (alternating board) fences, stockade fences, and split rail fences. Chain-link fences will only be approved on a case-by-case basis at some recreational, institutional, and industrial sites provided there is no negative impact to the streetscape. Fencing materials that will not be approved include plastic, including vinyl post caps, fiberglass, and other non-traditional materials. Pressure treated wood is permitted for fences and gates that do not face streets.



9. **Finishes for wood fences.** Wood fences may be painted or stained.
10. **Required orientation of fences.** In general, all fences must be installed with the “beauty” or finished side facing outward, meaning that the structural components of fencing must face the yard being fenced.
11. **Appropriate wall materials.** Brick and stone are permitted wall materials. Manufactured stone; traditional, rectangular, un-tinted concrete blocks; split-face concrete block; stackable, interlocking concrete blocks; and cast-in-place concrete walls may be approved for retaining walls, sitting walls, planter walls, and low landscape accent walls in rear yard locations interior to a property and not visible from the street but will not be permitted in cases where the purpose of the wall is to screen or create a visual barrier.
12. **Inappropriate wall materials.** Composite or plastic materials will not be approved as a wall material in any form. Existing cinder or concrete block walls can be repaired but will only be approved as materials for new walls as outlined in (11).

## H. Alley Gates

1. **Background.** Alley gates are the gates that face the street and city sidewalks, usually opening to walks that lead to back yards. Such walks are sometimes known as “horse trots” in Frederick. Alley gates are most commonly made of wood or cast iron, and they may have a short piece of fencing on one or both sides. An alley gate may be shared by adjoining properties, or two gates may be placed side-by-side with the property line between them. Some alley gates are the height of doors and incorporate a doorframe and decorative elements. Those that are gates cannot exceed six feet in height.



8-18 Double alley gate at 219-221 East 2nd Street.



8-19 Driveway and alley gates at 16 West 3rd Street.



8-20 Woven wire alley gate at 115 Record Street.



8-21 Metal double gate.

2. **Preserve historic alley gates.** Historic alley gates, doors, frames, and decorative elements must be identified, repaired and preserved.
3. **Replacement.** If the Commission determines an alley gate, door, frame, or decorative element cannot be repaired, but must be replaced, the new gate, door, frame, or decorative element must be the same as the old gate. If the gate to be replaced is not historic, the design of the new gate must be based on documentation showing a previous gate that existed at the location. If documentation is not available, the new gate should be based on other historic gates in the neighborhood.

## I. Paving

1. **Definition.** Paving refers to the surface treatment of horizontal surfaces intended for pedestrian or vehicular travel. Paved surfaces must be a durable and dust free, according to standards issued by the City's Engineering Department. The Historic Preservation Commission reviews paving proposals for sidewalks, private walks and patios, driveways, parking areas, and parking lots. A parking area is a small number of spaces located on private property and a parking lot is larger and publicly or commercially operated.
2. **Materials.** New paving materials must be selected from the list in Chapter 4; however, the method of installation can reflect modern needs and technology.
3. **Paved Surfaces for Specific Uses**
  - a. **Public sidewalks.** Public sidewalks may be paved with brick or concrete, according to the City standards, with some exceptions. Brick shapes and patterns not included in the City standards, including hexagonal-shaped, may be approved on a case-by-case basis. Acceptable brick patterns from the City standards are limited to herringbone and running bond. The brick on existing sidewalks can be removed and re-laid, according to the current City standard. Only broken bricks should be replaced. New brick that matches the old sidewalk brick in Frederick can be used to replace concrete sidewalks with brick. Commission approval is not needed to re-lay brick sidewalks, to replace concrete sidewalks with brick, or to re-pave concrete sidewalks with concrete. Commission approval is required to replace brick sidewalks with concrete. Property owners should contact the Engineering Department for more information on paving City sidewalks.
  - b. **Public streets and alleys.** Streets and alleys in the Historic District will be consistent with the City Code. The Commission will approve new streets and alleys in the Historic District and changes in materials on existing streets and alleys. Traffic control devices must be approved by the Commission.
  - c. **Private walkways and patios.** Paving for private pedestrian walks and patios may be brick, concrete, stone, or other masonry pavers. Crushed gravel may be used for private walks. A private walk that abuts a City sidewalk must be brick or concrete.



**8-22** Herringbone paving on East 3rd Street.



**8-23** Historic hexagonal paving in front of 106 East Church Street.



**8-24** Running bond paving on South Market Street at Carroll Creek.



**d. Driveways, parking lots, and parking areas.**

Parking areas and driveways near alleys can be asphalt, brick, concrete, or other masonry pavers approved by the Commission, but those visible from a public street must be consistent with the surrounding streets and sidewalks. Parking lots must be located behind buildings and not visible from streets. The Commission may require screening to block the view of parking lots from streets and alleys. Screening requirements may involve vegetation, fencing, walls, or a combination. Drawings for parking lots submitted to the Commission should include the delineation of spaces and a description of the appearance and placement of stops.

## **J. Garden Structures and Permanently Installed Equipment**

- 1. Definition.** Garden structures include gazebos, arbors, pergolas, and similar features that provide shaded seating areas and may support plants.
- 2. HPC review.** The Commission reviews the scale of permanently installed garden structures, their visual impact on the setting, their effect on green space, and the appropriateness of their materials and construction.
- 3. Materials.** Garden structures are usually made of wood or metal. Pressure treated wood can be used for garden structures, but it must be painted or stained with a solid, opaque stain.



**8-25** Garden structure at the rear of a historic building.

## **K. Hot Tubs, Swimming Pools, and Other Water Features**

- 1. Commission approval.** Hot tubs, swimming pools, other water features and their settings that require any permit for installation are subject to Commission approval. The Commission will evaluate the impact on the yard or setting, the appropriateness of the scale and materials, visibility from the public way, screening, and the impact on green space. An archeological investigation may be required as part of installation.
- 2. Screening required.** Hot tubs, swimming pools and other water features will not be approved without adequate screening from view from the public way.

## **L. Street Furniture**

- 1. Definition.** Street furniture includes, but is not limited to, benches, trash receptacles, commercial mail boxes, and drinking fountains placed on public sidewalks or in other public spaces. The design and location of permanent street furniture must be approved by the Commission.
- 2. Prohibited street furnishings.** City code does not permit vending machines on streets and sidewalks in the Historic District. Vending machines on private property must be placed so that they are not visible from the street.
- 3. Materials.** In general, street furniture must blend with the historic nature of the streetscape through the use of materials that are consistent with approved materials. Plastic, fiberglass and other non-historic materials are not acceptable.





**8-26** A trash receptacle approved for the Historic District.



**8-27** Cluster mailboxes.



**8-28** The Diehl Memorial Fountain in Carroll Creek Linear Park, which includes a bas-relief of the original Diehl Memorial and drinking fountains for both people and dogs.

- 4. Newspaper boxes.** Newspaper boxes shall be in accordance with standards maintained by the Planning Department.
- 5. Benches.** The design, material, and placement of benches shall not detract from the streetscape or nearby historic structures. They must be made of metal, wood, concrete, or a combination. Benches constructed in part from composite materials may be considered on a case-by-case basis. In some cases, benches may provide opportunities for public art (see Section P).
- 6. Trash receptacles.** The design, material, and placement of trash receptacles shall not detract from the streetscape or nearby historic structures. Free-standing, permanently installed receptacles specifically for cigarettes and associated ashes are discouraged. Cigarette receptacles should be incorporated into existing trash receptacles and other street furniture as appropriate. Portable cigarette receptacles or ash trays temporarily placed on the sidewalk do not require Commission review.
- 7. Drinking fountains.** Drinking shall not be installed on public sidewalks, but can be placed in parks and other public spaces that encourage passive recreation.
- 8. Mail and package receptacles.** Mail and package receptacles must be approved by the Commission.
  - a. Commercial mail boxes and parcel receptacles.** Commercial mail boxes and parcel receptacles are those placed for or by private carriers. Commercial boxes and receptacles cannot be placed in locations that are visible from public rights-of-way and should be placed inside buildings whenever possible.
  - b. Postal Service Boxes.** Cluster box units are free-standing, pedestal-mounted mailboxes with individually locked mailboxes and package compartments intended for centralized delivery of mail. When required by the United States Postal Service, cluster box units must be placed so as not to negatively impact the historic streetscape.
- 9. Bus passenger shelters.** The Commission will evaluate the impact of all bus passenger shelters on the historic streetscape and nearby historic buildings. The Commission will consider the size, scale, form, materials, signage, and lighting of all bus passenger shelters.

- 10. Bicycle sharing stations.** The Commission will evaluate the impact of all bicycle sharing stations on the historic streetscape and nearby historic buildings. The Commission will consider the size, scale, form, materials, signage, and lighting of all such stations.

## M. Street Lights

- 1. Definition.** Street lights are lights that are installed by the City of Frederick to illuminate streets and sidewalks in the Historic District. Street lights also are used to illuminate parks, parking lots, and other public spaces.

- 2. Preferred models.** The preferred street lights in the Historic District are “acorn” fixtures according to the City standard, installed on 14 foot cast iron or aluminum poles. Such lights should be installed throughout the Historic District.



**8-29** Acorn fixture street light on North Market Street.



**8-30** Globe style street lights in Carroll Creek Linear Park.

- 3. Replacing other lights.** The preferred model street light should be installed any time work is undertaken that results in the replacement of major parts of the infrastructure. All streetlights on Market and Patrick streets in the Historic District shall be acorn fixtures on cast iron or aluminum poles. Elsewhere, such lights shall be installed as other lights need replacing or as the City budget allows.
- 4. Other outdoor lighting.** Lighting attached to buildings or located in places other than City streets is discussed in Chapter 7.

## N. Street Signage

- 1. Definition.** Street signage refers to public signs displayed by the city, county, state, or federal government to provide directions, control traffic, identify locations, and to provide emergency information.
- 2. Amount and placement.** Unnecessary and redundant signage should be avoided to reduce the amount of streetscape clutter that such signage can present. The number of poles containing signs should be as minimal as possible. To that end, signs should be placed together on poles as much as possible.
- 3. Wayfinding signs.** Wayfinding signs require Commission approval.

## O. Technological Devices and Structures

- 1. Definition.** This section refers to any permanent installation that is intended to assist or facilitate the use of technology in daily activities. Since technology is constantly advancing and evolving, not every device or structure will be addressed in these guidelines. The Commission will consider the impact of all technological devices and structures on the streetscape and landscape.
- 2. Payment and charging stations.** Payment stations for parking or public transportation and electric vehicle charging stations should be the minimum size available. Their form, size, materials, lighting, signage, and placement shall not detract from the historic streetscape or landscape.

- 3. Antennas and towers.** New antennas and related equipment must be located on existing towers or poles unless there is no alternative available. New towers or poles will be permitted only when existing structures cannot be utilized. All new antennas, towers, and related equipment shall be located so as not to detract from the streetscape, landscape, or setting of the historic district. New towers or poles should be no larger than existing towers or poles and should be of a similar material and appearance.

## P. Public Art

- 1. Definition.** Public art refers to works of art that are placed or created outside and intended for public appreciation. Such artwork includes, but is not limited to, sculpture, murals, and mosaics. Functional aspects of streetscapes and landscapes, such as bridges, benches, and fencing may provide opportunities for artistic expressions and in certain situations will be evaluated as public art.
- 2. Review of Public Art.** The Commission reviews all applications for public art with respect to its relationship to character-defining façades or features or its placement within a historic streetscape or landscape in addition to the effect of its attachment on any historic materials. The Commission shall not consider the content, color, subject matter or style of the proposed artwork. The Commission shall have final approval authority regarding height, massing, scale, materials, and placement. The Commission shall give great weight to the recommendation of the Public Art Commission when reviewing public art.
- 3. Placement.** Public art should be located in a manner that complements the existing site design and streetscape, while not necessarily dominating the character-defining elevations of historic buildings or the streetscape. When selecting the location of public art, consideration should be given to the height, scale and massing of the installation, so that the artistic work does not irreversibly alter the character-defining features of historic buildings or damage historic materials.



**8-31** “Spire” sculpture in Baker Park at the corner of North Bentz Street and Carroll Parkway.



**8-32** “Mural of Hope” on the side of 100 West All Saints Street.



# 9

## GUIDELINES FOR REHABILITATION: ADDITIONS

Additions are new construction attached to an existing building, typically with doorways linking the existing and new construction. They have historically been built on the backs of buildings in the Historic District because of the narrow Frederick lots. Occasionally, an addition was added to the side of a building. Some additions added upper floors, typically to one-story wings on the backs of building. Dormers or porch enclosures were common on residential buildings. Additions to commercial and industrial buildings may have historically consisted of a new wing, a new building, or a series of attached sheds. Building materials for additions did not necessarily correspond with the materials of the original building.

### A. Preserve Historical Integrity and Features

Additions may not compromise the historical or architectural integrity of the existing building, the setting, the streetscape, or the neighborhood. Additions may not destroy, damage, or conceal historic fabric that is considered essential to the character-defining nature of the building or specific features.

### B. Effect on Historic Walls and Openings

Historic exterior walls cannot be removed or damaged to allow construction of an addition. Existing door and window openings must be left in place if an addition is approved, although the Commission may permit existing doors and windows to be concealed by a new wall. Access to additions should be via an existing door, although the Commission may allow a window to be converted to a door on a case-by-case basis, if there is no existing door that can be used for access.



**9-1** This addition on the rear of 35 East 5th Street reflects the style, patterning, scale, and roof form of the historic structure.



**9-2** This two story addition on West 4th Street is subtly differentiated from the historic building with a vertical trim board.



**9-3** A shed dormer was added to the ell and a two story addition was constructed at the rear of this building on West 5th Street.

## C. Permitted Additions

An addition must be constructed on the rear or on an inconspicuous side of a building. The rear of a garage is considered the side without the garage door, generally facing the yard. If the Commission considers the back or side of a building character-defining, an addition in these locations may not be approved.

## D. Additions That Are Not Permitted

Additions to contributing resources will not be approved on street-facing elevations if they would be visible from the public way. On non-contributing buildings, additions may be approved on street-facing elevations if they will not negatively impact the integrity of the historic streetscape. Stories cannot be added to the elevations of contributing resources that are visible from a front or character-defining façade. Stories may be added to secondary facades of contributing resources that are visible from a street or alley if the historic character of that resource will not be negatively affected. If the façade facing an alley is character-defining, the Commission may not permit an addition on the alley-facing façade.

## E. Design

Additions to historic buildings must be compatible with the design and materials of the existing building. They should reflect the style, patterning, and design motifs of the original building. Additions should be differentiated from historic structures by offsetting the new addition from the original structure, through an obvious or subtle change in materials, or by the insertion of a vertical joint or trim element. Additions must be appropriate to the historic building and neighborhood.

## F. Scale and Massing

Additions shall be limited in size, scale and relationship to the historic building. Additions should generally not be higher, longer, or wider than the existing building. On a case-by-case basis, the Commission may approve a taller or wider addition at the rear of a building provided that the historic resource and setting will not be negatively impacted.





**9-4** Simple metal balconies were added to the rear of this building, contrasting.



**9-5** A modest frame extension at the third floor maintains the prominence of the historic structure's form.

## G. Preservation of Setting

On residential and institutional properties, and on other properties with yards, additions cannot reduce greenspace to a degree that is not in keeping with the neighborhood or the building. The Commission will evaluate the impact of any addition in accordance with Chapter 8, Section A. A landscape plan that shows the treatment of the area to be disturbed and the surrounding yard must be submitted to the Commission for approval.

## H. Materials

Additions to historic buildings must incorporate materials that are compatible with the age and style of the historic building. The materials listed in Chapter 4 should be used in the construction of additions. On a case-by-case basis the Commission may approve materials acceptable for new construction, as discussed in Chapter 10, New Construction. The materials of the addition do not have to be the same as the materials of the existing building.

## I. Doors and Windows

Doors and windows may closely resemble the existing windows and doors or may be contemporary expressions that are similar in size and scale to the existing windows.

## J. Roof Forms

The roof forms of additions must be compatible with the existing roof. The roof of the addition does not have to be the same as the original roof, but it must not detract from it. On a case-by-case basis, the Commission may approve the removal of a roof on a character-defining rear elevation to allow construction of an additional story.





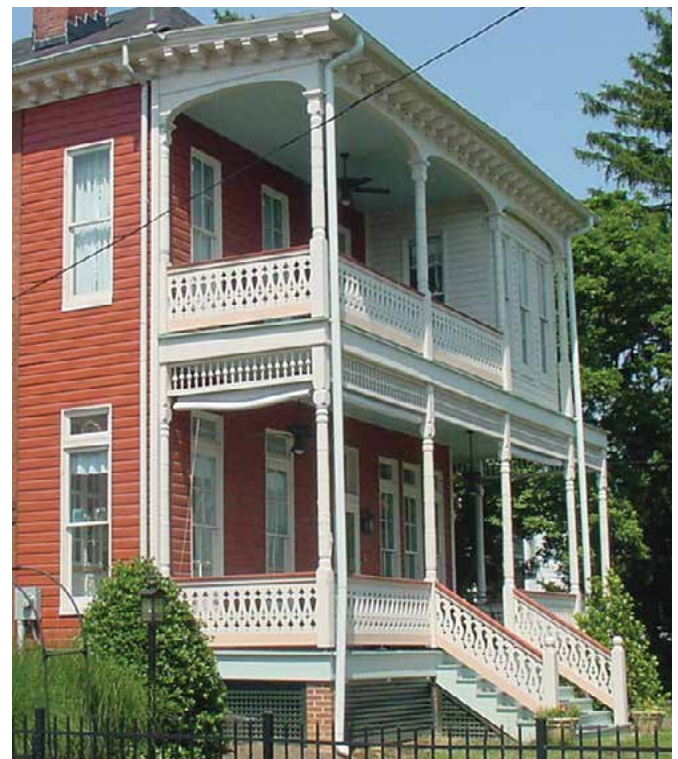
**9-6** This addition is differentiated in style and material from the historic brick structure.



**9-7** Connected to the former mill building by a glass-enclosed walkway, this modern addition references the form, pattern of openings, and materials of the historic building.

## K. Porch Infill

Proposals to infill character-defining porches will be carefully considered for their impact on the historic feature and the elevation. On a case-by-case basis, the Commission may approve the partial in-fill of a character-defining porch or other design that saves a porch from being completely obscured, removed, or damaged.



**9-8** The porch infill on Clarke Place had minimal impact on the character-defining rear porch.

# 10

## GUIDELINES FOR NEW CONSTRUCTION

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New construction in the Historic District refers to the development of new, freestanding buildings and structures, the replacement of missing row buildings, and new site development, such as the development of a park. “New construction” also encompasses proposals for housing and mixed use developments that involve the construction of more than one building. Additions to existing buildings and structures are considered part of the rehabilitation process and, therefore, they are not addressed in this chapter (see Chapter 9).

### A. Introduction

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The individual character unique to each and every structure and site is the foundation for the diversity and authenticity of the Historic District. New construction should positively enhance this character through a design that is compatible with existing buildings and the streetscape while having its own design integrity. New construction should respect the massing, scale, materials, form, detailing, rhythm, and setbacks of nearby historic buildings. A careful and thoughtful study of these elements should be the starting point for new construction in the Historic District from which certain design principles should be derived. The immediate context of the site should be the primary source of inspiration for new construction. New construction also includes landscaping which should enhance the overall design and respond to the existing context. The Commission strives to promote creative, contemporary new construction that is compatible with the Historic District and is of a quality that will itself someday be worthy of preservation.

### B. Process

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The approval of new construction is a deliberate process, often requiring two or more hearings. When Planning Commission site plan approval is required, the HPC will review applications for new construction in two phases—Level I and Level II. Level I approval must be issued by the Commission before Planning Commission site plan approval can be granted. After site plan approval, the Commission may review and approve the Level II application. A separate application is required for each phase. Before undertaking a new construction project, regardless of the scale, the applicant shall consult with the Planning Department to ensure the proposal complies with all applicable requirements of the City Code and should be able to demonstrate that compliance to the Commission.

### C. Design Review

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When evaluating new construction for compatibility with the Historic District, the Commission’s review shall include, but not be limited to, the design variables described below. When no site plan is required, the Commission will evaluate both Level I and Level II variables as part of one application.



1. **Level I.** The Commission shall consider the following design variables during Level I review:

- a. **Location.** New construction must be sited so that it follows the established setback on the street and responds to the predominant pattern of spacing between buildings.
- b. **Footprint.** Footprint refers to the outline of the total area covered by a building's perimeter at the ground level. In the absence of walls, the footprint is considered the area under the horizontal projection of the roof. The footprint of new construction should have an intentional relationship to the footprint of adjacent historic buildings. The site plan drawing must show the footprint of the proposed building and the footprint of adjacent buildings.
- c. **Massing.** The mass of a building is the enclosed volume that constitutes a building's exterior form. In the Historic District, the dominant mass of historic buildings generally fronts on the street, with subordinate forms of lesser massing to the rear of the main block. In new construction, this pattern may be reversed to permit the construction of new buildings that are taller than typical historic buildings at are the streetscape while minimizing impact. With few exceptions, the massing of a building should relate to the massing of buildings in the vicinity of the new construction.

d. **Height.** The height of a building is the vertical distance, measured in feet, from the elevation at the front street curb to the highest point of the main roof or wall, whichever is higher. Note that this definition differs from the City Code. In order to preserve the unique qualities of the historic district and streetscape, new construction should be designed so that it is visually compatible with neighboring historic structures and with the predominant pattern of that block. New buildings at corner lots may provide opportunities for greater height than those lots located mid-block. In some cases, new buildings may achieve greater height by stepping back the upper floor(s). Where deemed appropriate, this approach typically requires a substantial setback, the extent of which depends on the height of the building, the height of adjacent buildings, the topography of the area, the width of the street, the relationship of the subject building to its surroundings and views from public vantage points surrounding the building. The Commission may require street views and renderings to evaluate such proposals. For building height regulations by zoning classifications see Section 405 of the City of Frederick Land Management Code.

- i. **Accessory structures.** Accessory structures are not attached to the principal building on the lot, and include structures such as sheds and detached garages. The height of accessory structures shall not exceed the height of the principle structure and should be compatible with the other accessory structures. If accessory structures that are taller than the primary building exist on the site, the height of new construction shall not exceed the height of the primary building.
  - ii. **Mechanical Equipment.** Mechanical equipment that is housed on the roof of new construction should not be enclosed with a structure that resembles in height or massing an additional story. Such enclosures must be built of materials that correspond with or that complement the primary building material; and, where possible, the structure must set back from any building edge.
- e. **Setback.** New construction should maintain the setback line that has been established on the street.



**10-1** New commercial building along Carroll Creek Linear Park at 51 South Market Street.





**10-2 (A–B)** These new townhouses on East 5th Street have front elevations that correspond to the historic patterns in the neighborhood.

- f. Scale.** The scale of a building refers to the proportionate size of the building in relation to surrounding buildings, and the proportionate size of building components and decorative elements in proportion to each other. New buildings should have a scale consistent with surrounding buildings and reflect the human scale that characterizes the entire Historic District. The perception of scale can be influenced by the size, number and placement of openings and by the type, placement and size of ornamentation; therefore, proposed openings and ornamentation need to be addressed early in the review process.
- g. Façade.** The composition of the façade should respond to and reference the historic patterns and rhythm on the block in order to enhance compatibility with the existing streetscape. The rhythm of a streetscape is created by the siting, spacing, and proportions of buildings; the organization of elements within the façade; and other architectural details. The elevations of new construction should reflect a hierarchy of design, with the street-facing elevation defining the style and general impression of the building with side and rear elevations generally having less ornamentation. Nearby buildings will suggest an appropriate width for new construction and provide a reference for dividing the façades and massing of large new buildings into a series of smaller visual units.
- h. Form.** Building “form” refers to the scale, massing, and general shape of new construction. The wall placement and roof shape of buildings define their form. At the initial review, form is carefully scrutinized, for assurance that the new construction is compatible with prevalent forms and massing. Roof shape is an important character-defining quality in existing and new construction that should be compatible with surrounding buildings in terms of overall form, orientation, and height.
- i. Materials.** The use of materials is one method to differentiate new construction from existing buildings in the Historic District. The materials outlined in Chapter 4 are suggested for use in new construction and are generally considered to be compatible throughout the Historic District. Other materials may also be considered compatible and will be reviewed on a case-by-case basis and evaluated based on their contribution to the integrity of the overall design although vinyl, stucco panels, exterior insulating finishing system (EIFS) and materials with fake textures will not be approved.



**10-3** The materials of this new office building at 35-47 East South Street are compatible with nearby historic buildings in texture, size, shape, color and scale.

- i. Windows. Wood windows are generally appropriate for most residential buildings but non-wood windows that have a quality of material, detail and construction which is commensurate with that typically found in the historic district may be approved. Metal windows and storefronts are appropriate on non-residential buildings. Vinyl and vinyl clad windows are prohibited on all types of buildings. Storm windows are permitted, and must correspond with the guidelines outlined in Chapter 5. Glass cannot have a noticeable tint.
- ii. Doors. Generally, wood doors are appropriate. Metal doors may be appropriate as part of a commercial storefront system or an industrial or institutional context. Non-wood doors will be reviewed on a case-by-case basis and evaluated for their quality of material, detail and construction and contribution to the overall design.
- iii. Skylights and sun tunnels. These devices for providing natural light to interior spaces from rooftop sources will only be located on secondary elevations that are not visible from the public way. Only skylights and sun tunnels with low or flat profiles are permitted. Dome or bubble-type skylights will not be approved if they are visible from the public way.



**10-4** This new commercial building on North Market Street incorporates storefronts with offices above. The massing of the building is divided both horizontally and vertically.



**10-5** The windows and doors in these new townhouses in the historic district are compatible with historic buildings in their proportion and the relationship between solids and voids.



iv. Photovoltaic materials and solar water heating systems. Generally these materials and systems should be placed on rear elevations, positioned to be obscured from view from the street, unless they are integral to the overall design of the building and do not detract from the streetscape.

j. **Plot Plan.** The preliminary site plan submitted for HPC review identifies the location of existing and proposed buildings and structures and site features, such as driveways, walks, parking areas, and major landscape features. The layout of features must be consistent with the site plans of surrounding lots that are in keeping with the Historic District.

**2. Level II.** The HPC shall consider the Level I variables in more detail along with the following design variables:

a. **Texture.** Texture refers to the physical and visual qualities of individual buildings and the streetscape. In the built environment, texture is created by construction materials, the proportion of openings to wall surfaces, and architectural details. Materials should be compatible with nearby historic buildings in texture, size, shape, color, and scale. The façades of new construction should incorporate window and door openings that respond to the rhythm, proportion, size, and detailing of openings on existing street-facing elevations.

b. **Openings.** Openings in new construction projects should be compatible with historic buildings in their proportion, size and detailing, and the relationship between solids (wall area) and voids (openings). Window and door openings should continue the rhythm already established on the street.

c. **Lighting.** The lighting plan must include all lighting, including fixtures attached to buildings, street lights, walkway lights, signage lighting, and lighting intended for artistic effect. Light fixtures should be simple, scaled appropriately for the building, without obvious historical references (such as coach lights), and with a finish that does not detract from the streetscape. Street lights shall be in accordance with the City Standard. In most cases, light poles on private property should reflect the pedestrian scale of the historic district and should balance the number of poles, height of poles, and type of fixture to minimize negative impacts to the streetscape and any surrounding historic structures. Artistic lighting, or lighting that is intended to highlight architectural features by creating sharp or highly contrasting shadows, is not appropriate for new construction.




**10-6** The form, materials, and details, such as front porches on this new East 6th Street dwelling reflect patterns in the neighborhood.



**10-7** Detail of brickwork and windows of the new construction at 50 Carroll Creek Way.



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- d. Landscaping.** Landscaping has the potential to greatly enrich architecture. For that reason, the Commission will review landscaping in as much detail as other aspects outlined in this chapter. Landscape plans will be reviewed for compatibility with the proposed structure and its context. Planting layouts and materials, fences, and other site features should correspond to the guidelines in Chapter 8. In some cases utilities and undesirable sight lines can be effectively screened with plant materials. The Commission may require plant materials of a certain size and type not only for screening purposes but to enhance the overall design and site. If applicable, the landscape plan approved by the Planning Commission must be submitted for HPC consideration. If the project does not include a landscape plan approved by the Planning Commission or Planning Department staff, the applicant must prepare a landscape plan for the Commission. The landscape plan must show the site plan embellished with plantings and landscape features, such as fencing. A plant schedule identifying the species and common name of all proposed plants must be included.
- i.** Parking area and driveways. Driveways, parking areas, and garages shall be located on the site so that they are not visible from streets. Where alleys exist, garages must be oriented with the vehicular entrance on the alley. Driveways shall not run from the street into the lot, unless it is a common, historic site feature in the neighborhood. If off-street parking is not available from alleys, such driveways may be approved, if they are screened at the front wall of the building with walls, gates, plantings, or a combination.
  - ii.** Public sidewalks and private walkways. Public sidewalks must be built according to City standards. The width of sidewalks and private walkways must be consistent with existing historic walks in the neighborhood. They should reflect the character of the neighborhood, such as commercial, residential, or industrial development.
- e. Final Site Plan.** If required by City Code, Final Site Plan approval must be obtained from the Planning Commission prior to final approval from the Commission. The Final Site Plan approval from the Planning Commission does not preclude the Commission requiring changes, particularly to elements it has not reviewed. The site plans reviewed by the Commission and the Planning Commission must be consistent for a building permit to be issued. The Final Site Plan approved by the Planning Commission and the approval letter issued by the Planning Department must be submitted for the Commission's consideration.
- f. Articulation.** The articulation of a building refers to its detailing and ornamentation. Articulation should reference historic motifs and patterns of surrounding buildings and should be appropriate for the building type and façade. Examples of typical articulation on historic buildings includes, but is not limited to, porches and stoops, doors and window hoods, brackets, quoins, cornices, and water tables. In many cases, it is appropriate to incorporate these elements into new construction. The hierarchy of articulation descends from front to back to sides, with the front elevation being the most articulated and the sides the least articulated, except on corner lots. Articulation also can be enhanced by a change in wall materials or through the use of contrasting materials on architectural details.
- g. Detailed Façade and Elevations.** The façade and elevations of new construction will be reviewed in greater detail during the Level II review. Facades and elevations should relate to surrounding historic buildings, regardless of building use, with respect to all of the design variables outlined in this chapter.
- h. Fenestration.** Window patterns and sizes should be compatible with historic windows in the neighborhood.

# 11

# DEMOLITION

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**Demolition refers to the removal or relocation of an entire resource, such as a garage or dwelling. Partial demolition is the removal of a feature, such as a porch or stoop, or the removal of more than 100 square feet of an exterior wall, roof, or other exterior surface.**

## A. Demolition Discouraged

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Every reasonable effort must be made to retain and preserve historic fabric in the historic district. When a contributing historic resource is demolished, a vital and tangible link to the City's past is lost. This loss disrupts the historic streetscape and decreases the historical and architectural integrity of the entire district. These guidelines are intended to discourage demolition; therefore, they force the Commission to use a review process that is deliberate and thorough. Demolition will be considered only when all feasible alternatives to demolition have been considered.

## B. Moving Historic Buildings

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The relocation of a historic structure to prevent its demolition will be considered after all other options have been exhausted. Relocating a historic structure can adversely impact its structural and historical integrity and its removal can negatively impact the streetscape. For these reasons, it is preferable to preserve a structure in place.

## C. Demolition by Neglect

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Demolition by neglect refers to situations in which a historic property or part thereof suffers severe deterioration, potentially beyond the point of repair. Since nothing in these guidelines prevents normal maintenance and repair, the Commission shall take documented demolition by neglect into account when deciding whether or not to approve or disapprove a demolition application. Demolition by neglect is documented by the City's Code Enforcement Department. Demolition by neglect shall not preclude the Commission from evaluating an application to demolish a resource in accordance with Section H.

## D. Alternatives to Demolition

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The *Secretary of the Interior's Standards for Rehabilitation* encourage the following alternatives to demolition:

1. Protecting and maintaining historic features through treatments such as rust removal, caulking and painting.
2. Repairing historic features with the least degree of intervention possible, and according to recognized preservation methods.

3. Replacing an entire feature with new material only because the level of deterioration or damage precludes repair.
4. Attaching a new addition, including code-required safety and accessibility features, so that character-defining features of the historic building are not obscured, damaged, or destroyed.
5. Design and build new features to avoid the removal of historic landscape features, including plant materials and paths.

## E. Proposed Work That Requires a Demolition Application

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1. Demolition of an entire structure, including ancillary buildings, such as sheds and garages.
2. Partial demolition, except as outlined in F, below.

## F. Proposed Work That Does Not Require a Demolition Application

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The following work does not require a demolition application, but does require Commission approval:

1. Removal of less than 100 square feet of an exterior wall, roof, or other exterior surface.
2. The removal of a feature that has deteriorated beyond repair and will be replaced with a replica in keeping with the historic feature.
3. The removal of features that are not in compliance with these guidelines such as vinyl or plastic sheds, for example.

## G. Required Considerations at Demolition Hearings

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A decision regarding demolition must be based on a complete application, including historical information about the resource and the replacement plan, if applicable. In taking action on a demolition application, the Commission considers the following:

1. The degree of importance of the resource (see Chapter 1, Section N); and
2. The proposed replacement plan for the resource.

## H. The Degree of Importance Influences Demolition Decisions

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The Commission must identify if the building, structure, site, or object, in its entirety, is a *contributing* or *non-contributing* resource to the Historic District. Additionally, there are special considerations for contributing resources of “unusual importance” (see Chapter 1, Section O). In the case of a partial demolition, the Commission will consider the impact the demolition would have on the significance of the overall resource.

1. **Non-Contributing Resources.** If the resource is non-contributing, demolition may be approved if one of the following pertains:
  - a. The integrity of the streetscape will not be compromised; and
  - b. The integrity of any surrounding historic properties will not be compromised.
  - c. Partial demolition of a non-contributing resource will not be approved if the proposal will compromise the design integrity of the overall building, structure, site, or object.
2. **Contributing Resources.** The significance of the historic district is a result of the large collection of individual contributing resources. The loss of any contributing resource negatively impacts the overall historic district. Therefore, contributing resources will rarely be approved for demolition.
  - a. **Complete demolition of contributing resources will only be approved if one of the following pertains:**
    - i. The structure is a deterrent to a major improvement program that will be of substantial benefit to the City;
    - ii. Retention of the structure would cause undue economic hardship to the owner (see Section J);
    - iii. Retention of the structure would not be in the best interests of a majority of persons in the City; or
    - iv. The resource is an imminent danger to public safety and welfare.



- b. Partial demolition of a contributing resource will not be approved if demolition will so alter the overall building, site, structure, or object such that the building, site, structure, or object will no longer be contributing.

## I. Economic Hardship

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Upon the request of an applicant and with the submission of a complete application, the Commission will consider if economic hardship is justification for the approval of the demolition of a contributing resource. Economic hardship is a legal term with considerations related to the level of rehabilitation of a particular resource being infeasible to the point that it could be construed as a “taking.” Economic hardship is not related to the personal finances of the applicant or owner, nor is it applicable when a property has been willfully neglected. An applicant requesting an exception based on economic hardship must provide substantial structural and financial information to demonstrate the claim. The requirements are outlined in the demolition application form.

## J. Documentation Requirements

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If the Commission allows demolition of a resource, it must be documented as determined by the Commission and prior to the demolition. The amount of documentation will depend on the significance of the resource and will be in accordance with the document titled *Archival Documentation for Resources to be Demolished in the Frederick Town Historic District*.

# APPENDIX 1

## Suggested Readings

### A. Frederick History

- Bayard, Ferdinand-M.** *Travels of a Frenchman in Maryland and Virginia*. Benjamin C. McCary, ed. and trans. Ann Arbor. Edwards Brothers, 1950.
- Cannon, Timothy L., Tom Gorsline, and Nancy F. Whitmore.** *Pictorial History of Frederick, Maryland*. Frederick. Key Publishing Group, 1995.
- Fields, Barbara Jeanne.** *Slavery and Freedom on the Middle Ground. Maryland During the Nineteenth Century*. New Haven. Yale University Press, 1985.
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# APPENDIX 2

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## Glossary

**Accessory structure.** A detached structure on the same parcel of property as the principal structure, the use of which is incidental to the principal structure, such as a shed or detached garage.

**Adaptive use.** The conversion of obsolescent or historic buildings from their original or most recent use to a new use.

**Arbor.** A lattice or light frame structure generally spanning a path or walkway and intended to support plant materials.

**Architrave.** The lower-most division of an entablature that rests on the capitals. See entablature.

**Awning.** A roof-like covering that projects over a door or window to provide shelter from the elements. Historically they were constructed of fabric, but contemporary materials include metal and plastic.

**Bay.** Any number of principal divisions of a building that are marked by vertical elements.

**Bay window.** A window in a protruding bay.

**Beyond repair.** When the level of deterioration of a historic feature or material is so extensive that much of it will be lost as a result of repair, making replacement the best option.

**Board-and-batten.** A wood siding system composed of vertical boards with narrow wood strips placed over the joints where the boards meet.

**Bond.** An arrangement of masonry units (headers and stretchers) laid in a pattern that provides a brick wall with strength, stability, and in some cases, a design or stylistic feature.

**Bracket.** A support projecting horizontally or diagonally under eaves or other overhangs, either decorative or functional.

**Brick veneer.** A non-structural facing of brick, usually single width.

**Building.** A permanent structure with a roof and walls created to shelter human activity.

**Building envelope.** The outermost walls and roof of a building that define its overall shape.

**Bulkhead.** (1) A structure on the roof of a building covering a water tank, shaft, or service equipment, (2) A structure, as on a roof, covering a stairwell or other opening, (3) A horizontal or inclined door giving access from the outside of a house to a cellar or a shaft, (4) The member of an entrance frame which forms a base for a sidelight adjacent to a door.

**Canopy.** A projecting roof structure that shelters an entrance to a building.

**Capital.** The topmost member of a column or pilaster.

**Cast stone.** Manufactured products that resemble stone, usually composed of Portland cement and stone aggregate.

**Cementitious siding or fiber cement siding.** A composite siding material made of cement reinforced with cellulose fibers.

**Character.** Character refers to all those visual aspects and physical features that comprise the appearance of every historic building.

**Character-defining feature.** Character-defining elements include the overall shape of the building, its materials, craftsmanship, decorative details, interior spaces and features, as well as the various aspects of its site and environment.

**Cladding.** A non-structural material used as an exterior covering on a building.

**Clapboard.** One of a series of long narrow boards used to cover the outer walls of frame structures; also known as weatherboard or siding.



**Column.** A vertical support or pillar.

**Commission.** The Historic Preservation Commission. In the past tense, “Commission” may refer to the Historic District Commission, which was replaced by the Historic Preservation Commission in 2005.

**Context.** The historical and cultural background and physical setting of a resource, used to evaluate its significance and integrity.

**Contributing resource.** A building, structure, site, district, or object with qualities of historical or architectural interest. Generally contributing resources were constructed within the Period of Significance.

**Coping.** A flat or sloping cap or covering at the top of a wall.

**Corbelling.** A slightly projecting, stepped, decorative element on exterior masonry walls.

**Cornice.** A continuous molded projection that crowns or horizontally divides a wall. Also, the uppermost portion of the entablature, which surmounts a column. See entablature.

**Deck.** (1) The flooring of a building or other structure, (2) A flat open platform, commonly constructed of wood or a composite material and intended for outdoor living at the rear of a house, (3) The structural system to which a roof covering system is applied, and (4) The top section of a mansard or curb roof where it is nearly flat.

**Demolition.** The intentional destruction of all or part of a building, structure, or feature.

**Demolition by neglect.** When a historic property or part thereof suffers severe deterioration, potentially beyond the point of repair due to the lack of normal maintenance or repair.

**Diameter at breast height (DBH).** the diameter of a tree measured at 4.5 feet above the ground.

**Display windows.** On a commercial storefront, the windows intended to display goods, usually extending from the transom or cornice/frieze to the bulkhead and consisting of one plane of glass.

**Divided light.** A window or door in which the glass is divided into smaller panes.

**Door frame.** The fixed portion of a door opening comprised of two jambs, a lintel, and a sill.

**Dormer.** A projection on a roof that includes a window.

**Double hung window.** A window with two sashes that slide past each other vertically.

**Eaves.** The edge of a roof that projects over an outside wall.

**Entablature.** A horizontal element that is physically or visually supported by columns or pilasters and is composed of a cornice, frieze, and architrave.

**EPDM.** Ethylene propylene diene monomer, a waterproof rubber roofing membrane.

**Façade.** The exterior face of a building which is the architectural front, sometimes distinguished from the other faces by elaboration of architectural or ornamental details. In some cases the term is modified by “rear” or “side” to refer to other exterior walls of a building.

**Feature.** Any part or characteristic; in terms of architecture, any part or characteristic of a building.

**Fenestration.** The arrangement and design of windows in a building.

**Frieze.** The middle horizontal member of a classical entablature, above the architrave and below the cornice.

**Gable end.** The exterior wall of a building at the peaked end of a gable roof.

**Gable roof.** A pitched roof with two inclined planes having equal angles that meet at a peak in the center.

**Gambrel roof.** A ridged roof with two slopes on each side, the lower roof having the steeper pitch.

**Gazebo.** An open-sided decorative shelter in a garden or park.

**General maintenance.** Ordinary maintenance needed to keep a building or structure in good repair; generally requires minimal or no change in materials.

**Head.** The uppermost member of a door frame or window frame.

**Hipped roof.** A roof that slopes inward from all exterior walls.

**Historic Design.** The appearance of a historic feature that is characterized by its materials, construction and overall form that can be determined documentary or physical evidence.

**Historic resource.** see resource.

**Historic integrity.** The ability of a property to convey its significance. The seven aspects of integrity are location, design, setting, materials, workmanship, feeling, and association.

**Hood.** A projection above an opening to provide shelter or decoration.

**Hoodmolds.** A projecting molding over the arch of a window or door.

**In-kind.** A material of the same type. In-kind replacement refers to replacing a deteriorated element with a matching element of the same material, size, shape, and appearance.

**Jamb.** Either of the vertical sides of an archway, doorway, or window opening.

**Jib door.** A door that is designed to resemble a window and generally has no visible hardware.

**Light.** A pane of glass in a window or a glazed component of a window.

**Lintel.** A horizontal structural member, such as a beam, over an opening that carries the weight of the wall above it.

**Louver.** Overlapping slats that permit air and light to penetrate a building.

**Mansard roof.** A sloping roof that projects from the wall of a building and has a double slope, the lower slope being steeper than the upper.

**Mass, massing.** The bulk and shape of a building.

**Meeting rail.** The rail of each sash in a double-hung window that meets at the rail of the other when the window is closed.

**Mid-rail.** A narrow band that may be structural that divides a shutter or storm window horizontally at a midpoint.

**Molding.** A slender strip of wood used for ornamentation and finishing.

**Monitor roof.** Projections on the ridge of a gable roof designed to allow light into the interior.

**Mullion.** The vertical members between the lights of a window or panels of a door.

**Muntin.** A window framing member that holds glass panes.

**Non-contributing resource.** A building, site, structure, or object that does not add to the historic significance of a property or district.

**Object.** A construction primarily artistic in nature or relatively small in scale and simply constructed, such as a statue or milepost

**Oriel.** A bay window located above the first floor, sometimes more than one-story high.

**Panel.** A section that is recessed below or raised above the surrounding area or enclosed by a frame or border.

**Parapet.** A low protective wall that extends above the roofline.

**Parging.** A rough coat of mortar on the surface of a masonry wall.

**Patio.** An open, outdoor paved area adjoining a house and intended for outdoor living.

**Pediment.** A wide, low-pitched gable surmounting the façade of a building in a classical style; any similar element used over doors and windows.

**Penthouse.** A structure on top of a flat roof, usually occupying less than half the roof area, used to house equipment, such as HVAC equipment and elevator mechanicals; also, an apartment at the uppermost story.

**Pent roof.** An eave-like projection, usually above the first floor, that protects entrances and windows.

**Period of significance.** span of time in which a property attained the significance for which it meets the designation criteria.

**Pergola.** An open grid, supported by columns, for growing vines and covering a walkway or sitting area in a garden.

**Piers.** Columns designed to support a load.

**Pilaster.** A shallow column that projects from a wall, often including a capital and base, and intended to frame an opening, delineate the edge of the wall, or divide the storefront.

**Porch.** A covered and floored area on the exterior of a building.

**Portico.** A large porch or covered walk with a roof supported by columns or piers.

**Portland cement.** A hard, strong cement composed of calcium carbonate, calcium silicate and calcium aluminate.

**Preservation.** The act or process of applying measures necessary to sustain the existing form, integrity, and materials of an historic property. Work generally focuses on maintenance and repair of historic materials and features, rather than extensive replacement and new construction.

**Pressure treated wood.** Wood injected with preservative chemicals under high pressure.

**Protection.** The act or process of applying measures designed to affect the physical condition of a property by defending or guarding it from deterioration, loss, or attack.

**Quoin.** Masonry pieces at the edge of a wall used to reinforce or accent a corner.

**Rail.** Horizontal members framing a panel.

**Reconstruction.** The act or process of depicting, by means of new construction, the form, features, and detailing of a non-surviving site, landscape, building, structure, or object for the purpose of replicating its appearance at a specific period of time and in its historic location.

**Rehabilitation.** The act or process of making possible an efficient compatible use for a property through repair, alterations, and additions, while preserving those portions or features which convey its historical, cultural, or architectural values.

**Remodeling.** Changing a building without regard to its distinctive, character defining architectural features or style.

**Repointing.** Repairing existing masonry joints by removing defective mortar and installing new mortar.

**Resource.** Any building, structure, site, or object that is part of or constitutes a historic property. Also known as “cultural resource” or “historic resource.”

**Restoration.** The act or process of accurately depicting the form, features, and character of a property as it appeared at a particular period of time by means of the removal of features from other periods in its history and reconstruction of missing features from the restoration period.

**Reveal.** The part of a feature that is visible, such as the portion of siding that is not covered by the board above or the part of the jamb that is visible between the outer wall surface and window or doorframe.

**Rhythm.** A patterned repetition or alternation of formal elements (doors, windows, porches, etc.) or motifs to establish a repetitive pattern.

**Ridge.** The highest point of a roof or the horizontal line where two roof planes meet.

**Riser.** The vertical portion of a step, perpendicular to the tread.

**Roof cladding.** The external covering on the top of a building or building feature, such as a porch.

**Roof structure.** The roof and related upper wall elements, such as cornices and parapet walls.

**Sash.** A window’s fixed or movable portion in which the panes of glass are set.

**Scale.** The apparent size and mass of a building’s façade and form in relation to nearby buildings. Important factors in establishing the scale of a façade include the physical relationship of elements, such as window area to wall area, the shape and size of fenestration, the bonding pattern of the brickwork, and details such as cornices and trim.

**Setback.** The amount of distance a building or portion of a building is separated from a defined point, typically a property line. For the purposes of the City code, a setback is the minimum distance required between a property line and a building or structure establishing the yard requirements for various zoning districts.

**Setting.** The physical environment that surrounds a building or structure.

**Shed roof.** A roof with only one sloping plane.

**Sidelight.** A narrow window adjacent to a door or larger window and the same height as the door or window.

**Signboard.** On a commercial storefront, the portion, generally above the door and display windows, reserved for the placement of signage.



**Significant or significance.** The evaluation of a historic resource for qualities of historical or architectural value.

**Sill.** A horizontal timber at the bottom of a wood frame structure that rests on the foundation. A sill can also be the horizontal bottom member of a window, door, or other frame.

**Site.** Location of a significant event, a prehistoric or historic occupation or activity, or a building or structure, whether standing, ruined, or vanished, where the location itself possesses historic, cultural, or archeological value regardless of the value of any existing structure. Sites may have a particular reference, such as historic sites or archeological sites.

**Soffit.** The exposed undersurface of an overhead building component, for example, where a roof projects beyond a wall.

**Soldier course.** Bricks placed in an upright course, with the narrow edge facing outward.

**Spandrel glass.** A type of clear glass with an opaque colored coating on the back face.

**Stabilization.** Work to halt deterioration of a building by making it weather tight and structurally stable, before more extensive rehabilitation can begin.

**Standing seam metal roof.** A sheet metal roof with vertical folded seams joining adjacent panels; the parallel seams run along the slope.

**Stile.** Various vertical members that frame a panel.

**Stile and rail door.** Also frame and panel door. A door assembled from stiles, rails and one or more panels.

**Stoop.** An uncovered platform at the entrance to a house.

**Streetscape.** The visual image of a street, including the buildings, paving, utilities, signs, street furniture, plantings, and other design elements.

**Street wall.** The line formed by the façades of buildings set back a common distance from the street.

**Structure.** a functional construction made for purposes other than creating shelter, such as a bridge.

**Stucco.** Plaster applied on the exterior of a building.

**Synthetic slate.** A roofing material intended to resemble slate shingles.

**T1-11.** A pressed wood product available in sheets, rather than boards, which is applied as siding on buildings. T1-11 often is scored in attempt to resemble wood siding.

**Terra cotta.** Fired ceramic clay used for architectural elements.

**Texture.** The visual qualities of a building's surface separate from its color.

**Tongue-and-groove.** Wood boards that are milled to interlock with adjacent boards to create a tightly spaced floor surface. The tongue of one member is inserted into the groove of the adjacent board.

**Transom.** A window or series of windows located above a door.

**Tread.** The flat portion of a step where the foot rests as one climbs up or down.

**Trim.** Finished woodwork used to decorate, border or protect the edges of openings, such as doors and windows.

**Vent.** An opening intended to move air in or out of a building that may be covered with a louver on the outside wall; also, a stack that allows vapor or gases to escape from a building.

**Veranda.** A covered and partly enclosed porch or balcony extending along the sides of a building and used for natural ventilation and shading.

**Vernacular architecture.** Architecture that makes use of common regional forms and materials at a particular place and time.

**Wall dormer.** A dormer with a front wall that is an extension of the building wall.

**Weatherboard.** Horizontal wood siding used as an exterior sheathing on wood frame or timber frame buildings.

**Window frame.** The fixed portion of a window opening comprised of two jambs, alintel and a sill.



# APPENDIX 3

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## Preservation Briefs

The National Park Service publishes the *Preservation Briefs* to provide technical information on various rehabilitation topics. The briefs are available on the [National Park Service website](#). The City keeps paper copies of the briefs at the Planning Department.

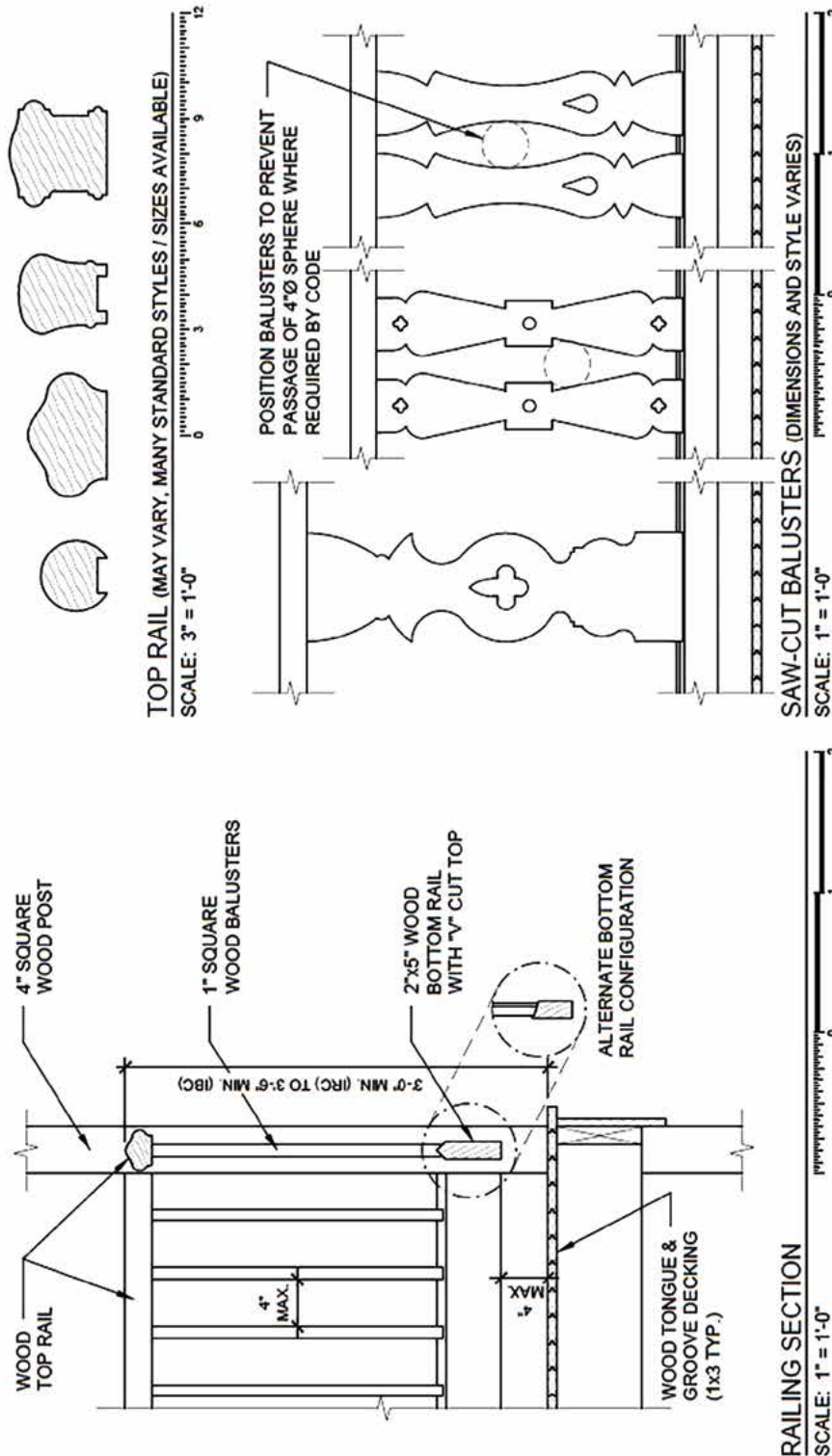
1. Cleaning and Water-Repellent Treatments for Historic Masonry Buildings
2. Repointing Mortar Joints in Historic Masonry Buildings
3. Improving Energy Efficiency in Historic Buildings
4. Roofing for Historic Buildings
5. The Preservation of Historic Adobe Buildings
6. Dangers of Abrasive Cleaning to Historic Buildings
7. The Preservation of Historic Glazed Architectural Terra-Cotta
8. Aluminum and Vinyl Siding on Historic Buildings. The Appropriateness of Substitute Materials for Resurfacing Historic Wood Frame Buildings
9. The Repair of Historic Wooden Windows
10. Exterior Paint Problems on Historic Woodwork
11. Rehabilitating Historic Storefronts
12. The Preservation of Historic Pigmented Structural Glass (Vitrolite and Carrara Glass)
13. The Repair and Thermal Upgrading of Historic Steel Windows
14. New Exterior Additions to Historic Buildings. Preservation Concerns
15. Preservation of Historic Concrete
16. The Use of Substitute Materials on Historic Building Exteriors
17. Architectural Character—Identifying the Visual Aspects of Historic Buildings as an Aid to Preserving their Character
18. Rehabilitating Interiors in Historic Buildings—Identifying Character-Defining Elements
19. The Repair and Replacement of Historic Wooden Shingle Roofs
20. The Preservation of Historic Barns
21. Repairing Historic Flat Plaster—Walls and Ceilings
22. The Preservation and Repair of Historic Stucco
23. Preserving Historic Ornamental Plaster
24. Heating, Ventilating, and Cooling Historic Buildings. Problems and Recommended Approaches
25. The Preservation of Historic Signs
26. The Preservation and Repair of Historic Log Buildings
27. The Maintenance and Repair of Architectural Cast Iron
28. Painting Historic Interiors
29. The Repair, Replacement, and Maintenance of Historic Slate Roofs

30. The Preservation and Repair of Historic Clay Tile Roofs
31. Mothballing Historic Buildings
32. Making Historic Properties Accessible
33. The Preservation and Repair of Historic Stained and Leaded Glass
34. Applied Decoration for Historic Interiors. Preserving Historic Composition Ornament
35. Understanding Old Buildings. The Process of Architectural Investigation
36. Protecting Cultural Landscapes. Planning, Treatment and Management of Historic Landscapes
37. Appropriate Methods of Reducing Lead-Paint Hazards in Historic Housing
38. Removing Graffiti from Historic Masonry
39. Holding the Line. Controlling Unwanted Moisture in Historic Buildings
40. Preserving Historic Ceramic Tile Floors
41. The Seismic Rehabilitation of Historic Buildings
42. The Maintenance, Repair and Replacement of Historic Cast Stone
43. The Preparation and Use of Historic Structure Reports
44. The Use of Awnings on Historic Buildings. Repair, Replacement and New Design
45. Preserving Historic Wooden Porches
46. The Preservation and Reuse of Historic Gas Stations
47. Maintaining the Exterior of Small and Medium Size Historic Buildings
48. Preserving Grave Markers in Historic Cemeteries
49. Historic Decorative Metal Ceilings and Walls. Use, Repair, and Replacement
50. Lightning Protection for Historic Buildings



# APPENDIX 4

## Porch Railing Information



### NOTES:

1. All dimensions shall comply with the applicable Building Code, Residential (IRC) / Commercial (IBC)
2. Visible wood must not be pressure treated.
3. All wood must be painted or stained with a solid, opaque stain.

## TYPICAL PORCH RAILING

FREDERICKTOWN HISTORIC DISTRICT  
INFO SHEET 1

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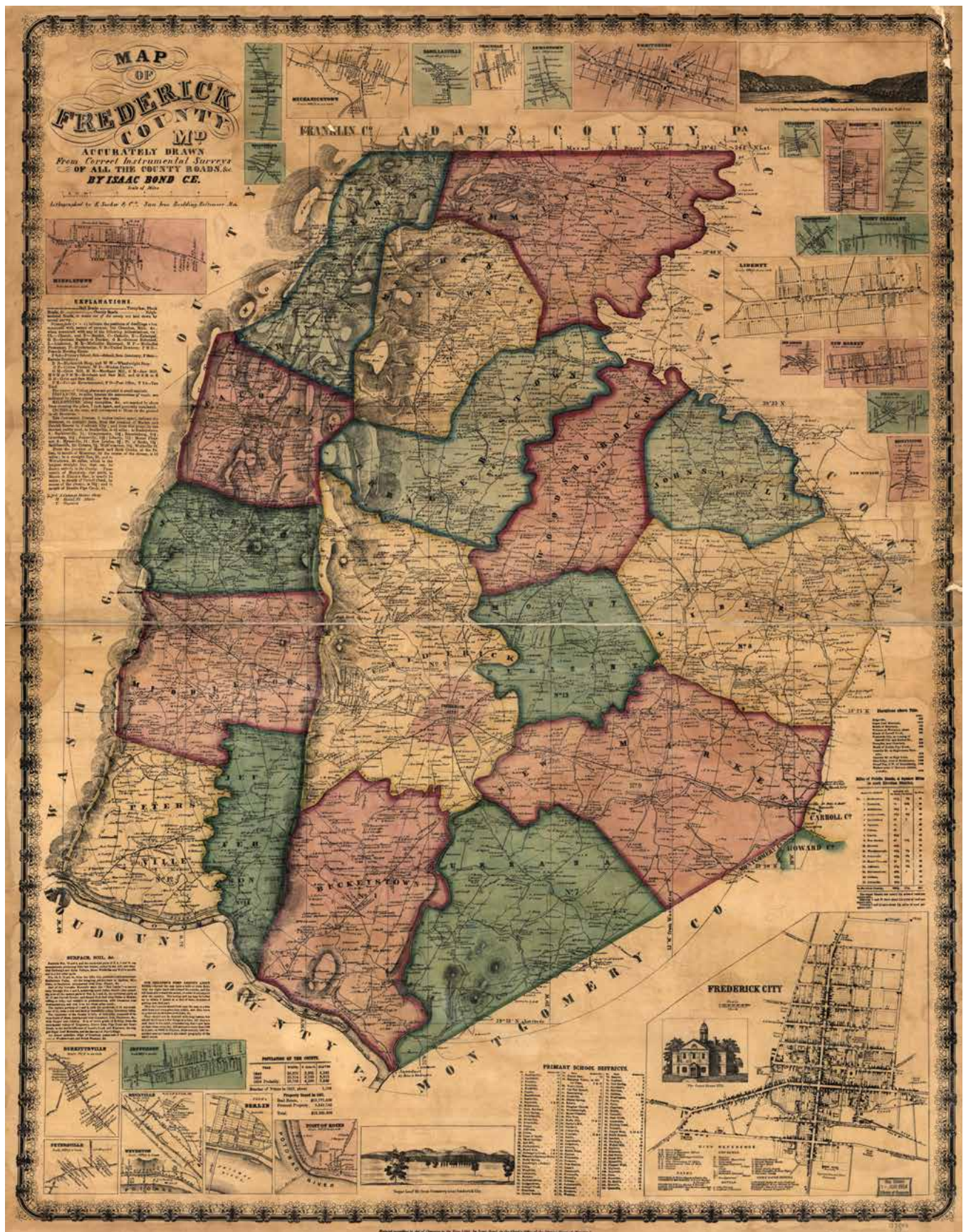
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Bond, Isaac. Map of Frederick County, 1858.



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