

YARD MODIFICATIONS

Your yard is an extension of your home, and plays a huge role in the beauty of Downtown Frederick. Before you start your next project, request HPC approval to modify or replace sheds, fences, gates, walls or paving materials (includes patios, sidewalks, driveways and other hard surfaces). For examples of appropriate styles and materials, reference the Design Guidelines at bit.ly/freddesign.

SHEDS

- Identify, repair and preserve historic sheds and other outbuildings.
- Select a new shed that has similar form, materials and placement to any historic sheds. Some features of pre-fabricated sheds may not be approved.

FENCES & WALLS

- Select a fence that is no more than six-feet high, including posts, when measured from the outside.



PAVING

- Aim to retain at least 30% greenspace in your yard.
- Request HPC approval when changing brick sidewalks to concrete. Replacing concrete sidewalks with brick does not require approval. Existing sidewalks may be replaced in-kind without review. A sidewalk permit is required for work in the City right of way.

APPROVAL

In order to best serve property owners within the historic district, the HPC has developed two different approval processes that may be used, depending on the nature of your project.

- Some projects can be approved administratively, meaning they are reviewed by the City's Planning Department staff. These approvals do not require applicants to attend any meetings, but applications must still be in compliance with the HPC Design Guidelines.
- For more involved projects, the Commission reviews the application at a hearing. Some projects will require a workshop to further review the application and the design. All projects that go before the Commission require signs to be posted at the project site.

START YOUR NEXT PROJECT

DETERMINE THE PARAMETERS OF YOUR PROJECT

Review the "Minor Rehabilitation List" to see if your project is considered routine maintenance. Items on this list do not require an HPC application or review. bit.ly/fredmaint



OBTAIN AN APPLICATION

- Download: bit.ly/hpcapps
- Request by email: preservation@cityoffrederick.com
- Pick up in person at 140 W Patrick Street



PREPARE YOUR APPLICATION

- Consult the HPC Design Guidelines: bit.ly/freddesign
- Consult the City's Engineering Department to learn if an encroachment (any portion of the work will extend in to or over the sidewalk) agreement is required. 301-600-1498 / cityoffrederick.com/ask
- Consult the City's Building/Permits Department to learn if your proposed project is consistent with the Building Code. 301-600-3808 / cityoffrederick.com/ask
- Contact Planning staff for assistance with your project. Many projects do not require attending a hearing.



SUBMIT YOUR APPLICATION

- Check to make sure you have the right number of copies.
- Include your application fee.
- Drop off or mail to the Planning Department at 140 W Patrick Street.
- Receive project approval (either administratively or from the Commission).
- Submit a building/zoning permit application: bit.ly/fredpermits
If your project is eligible, get your permit using the OneStop Shop (Tuesdays from 8–11am).

This brochure is intended as a reference, and all information was accurate at the time of publication. All exterior alterations require approval, even if not specifically mentioned in this brochure.

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FUNDING FOR THIS PROJECT WAS PROVIDED IN PART BY
PRESERVATION MARYLAND AND THE MARYLAND HISTORICAL TRUST.

HISTORIC DISTRICT GUIDE DOWNTOWN FREDERICK RESIDENTS



The City of
Frederick
Maryland

downtown
frederick
PARTNERSHIP

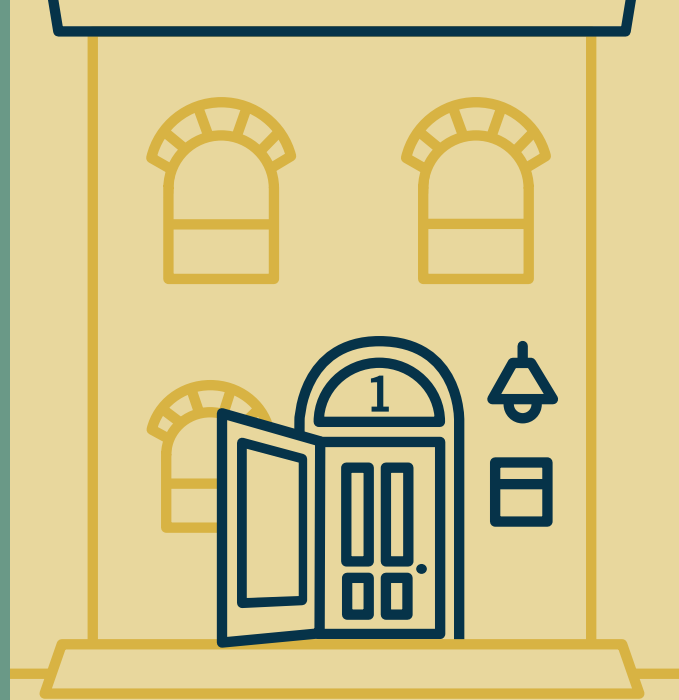
THANK YOU!

By calling Downtown Frederick home, you are a key part of keeping our historic buildings great.

The information in this brochure outlines some of the most common projects for residents and can be used as a general guide to the historic preservation review process. If you have any questions, the Frederick City Planning staff will be more than happy to help! It's always a great idea to review the Frederick Historic District Design Guidelines before submitting applications. Visit bit.ly/freddesign for more details.

PHONE: 301-600-1499

EMAIL: preservation@cityoffrederick.com



DOORS & ENTRANCES

- Restore and retain historic doors (including your original hardware) whenever possible. When replacement is required, seek HPC approval. Only severely deteriorated materials will be approved for replacement.
- Select solid wood doors with a style based on your home's original doors. If information about the historic door cannot be found, the new door should match your home's style and age.
- Pick hardware finishes of satin, antique, oil-rubbed, aged or matte black. Other entrance accessories, such as mailboxes and address numbers, also require approval.

WINDOWS

- Restore and retain historic windows. Only severely deteriorated windows will be approved for replacement.
- Seek approval for window repair and replacement projects. Windows will be reviewed on a window-by-window basis.
- Select solid wood windows with a style that matches the historic design of your home.

EXTERIOR LIGHTING

- Restore and retain historic fixtures whenever possible.
- Select light fixtures of an appropriate scale for the size of your home.
- Stay away from fixtures with specific style references or "coach lamps."
- Pick finishes of satin, antique, oil-rubbed, aged or matte black.

STORM DOORS & WINDOWS

- Install storm doors and windows to improve your home's energy efficiency. Select storm doors and windows that fit the existing opening and align storm window meeting rails with existing windows.
- Match the finish color on new storm windows and doors to the primary window or door, or the surrounding frame or trim.
- Approval is required, though these projects typically can be reviewed administratively.

ROOFING

- Match new roofing materials to the historic material. The most prominent roofing material downtown is standing seam metal, however slate and asphalt shingles also are used. Rubber roofing systems can be used on flat and nearly flat roofs that are not visible from the street.
- Consider round-profile, galvanized gutters and downspouts for your home. Copper and factory finishes can be approved.

BRICK & WOOD

- Paint or stain all wooden elements with a solid, opaque stain that conceals the wood grain. The paint or stain color does not need to be approved.
- Do not paint unpainted brick.
- If mortar joints are deteriorated, repair using a lime-based mortar and hand tools, and avoid using grinders.

EXTERIOR LIGHTING

- Select light fixtures of an appropriate scale for the size of your building.
- Stay away from fixtures with specific style references or “coach lamps.”
- Pick finishes of satin, antique, oil-rubbed, aged or matte black.
- Restore and retain historic fixtures whenever possible.



You must submit an application for HPC approval when adding new lighting or replacing existing fixtures. Most lighting applications can be approved administratively by Planning staff and do not require attending an HPC hearing.

ADA COMPLIANCE

As a business located in the historic district, you are required to comply with the Americans with Disabilities Act (ADA), even if your business calls a historic building home. ADA requires that you offer adequate access to accommodate people of all abilities, while avoiding as much damage as possible to your building. For more information on ADA compliance and your responsibilities as a business owner, contact the Building/Permits Department.

PHONE: 301-600-3808

WEB: cityoffrederick.com/ask

APPROVAL

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START YOUR NEXT PROJECT

DETERMINE THE PARAMETERS OF YOUR PROJECT

Review the “Minor Rehabilitation List” to see if your project is considered routine maintenance. Items on this list do not require an HPC application or review. bit.ly/fredmaint

OBTAIN AN APPLICATION

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- Contact Planning staff for assistance with your project. Many projects do not require attending a hearing.

SUBMIT YOUR APPLICATION

- Check to make sure you have the right number of copies.
- Include your application fee.
- Drop off or mail to the Planning Department at 140 W Patrick St, Frederick MD 21701.
- Receive project approval (either administratively or from the Commission).
- Submit a building/zoning permit application: bit.ly/fredpermits
If your project is eligible, get your permit using the OneStop Shop (Tuesdays from 8–11am).

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HISTORIC DISTRICT GUIDE

DOWNTOWN FREDERICK MERCHANTS



The City of
Frederick
Maryland

downtown
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PARTNERSHIP

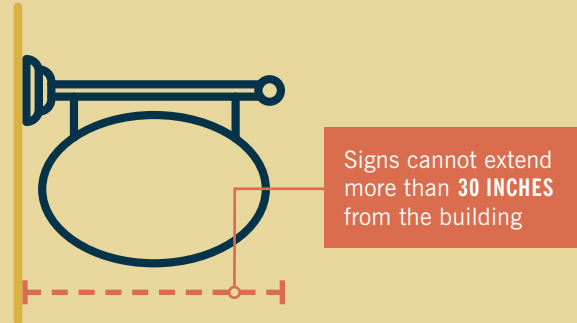
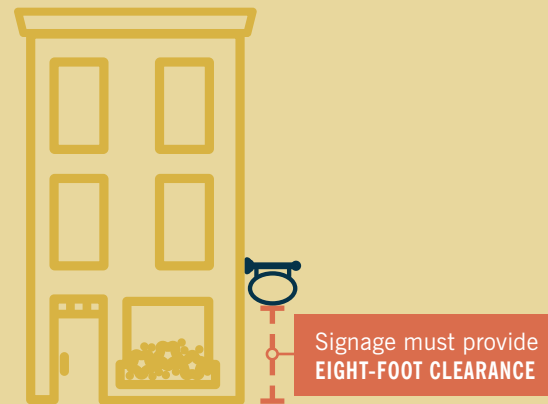
THANK YOU!

By locating your business in Downtown Frederick, you are a key part of keeping our historic buildings great.

The information in this brochure outlines some of the most common projects for business owners and can be used as a general guide to the historic preservation review process. If you have any questions, the Frederick City Planning staff will be more than happy to help! It's always a great idea to review the Frederick Historic District Design Guidelines before submitting applications. Visit bit.ly/freddesign for more details.

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SIGNAGE

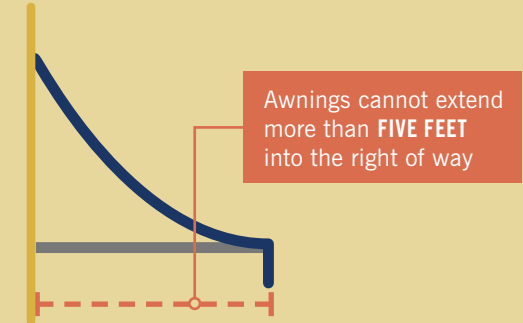
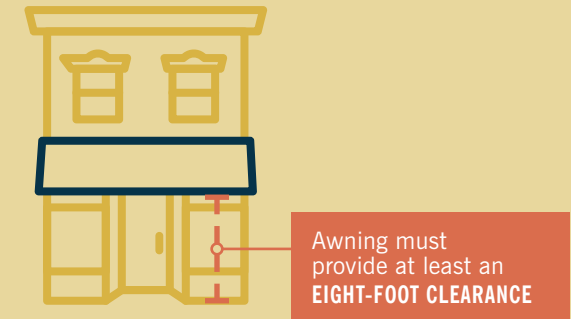


DESIGN TIPS

- Do not cover any of the building's historic details.
- Consider selecting a painted wood sign (preferred). Other sign materials may be approved.
- Install new signs in a way that avoids building damage. For instance, mount signs through mortar joints whenever possible.
- Maintain historic signs.

Consult the Land Management Code (bit.ly/fredlandmgmt) to learn how much signage your business is allowed. Whether installing new signs or re-facing existing signage, businesses must apply for Historic Preservation Commission (HPC) approval. Applications that are consistent with the Land Management Code and HPC Design Guidelines will be reviewed administratively. Inconsistent applications will be reviewed by the Commission. Sandwich board signs do not require an HPC application or review.

AWNINGS



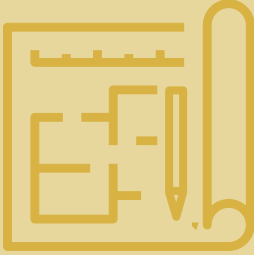
DESIGN TIPS

- Repairing and preserving historic awnings is highly encouraged.
- Select a shed-style awning with a traditional, loose valance. Other awning styles are generally not allowed.
- Align your awning location to existing wall openings.
- Select canvas or a similar style of fabric for your awning. Plastic and vinyl awnings are not allowed.

Submit an application whether you are re-covering an existing awning or installing a new awning. If your business already has an awning, apply for administrative approval of the new fabric. New awning installation requires an HPC hearing.

ADDITIONS

- Seek approval for all additions.
- Do not compromise the historical or architectural integrity of the original building, and do not destroy, damage or conceal historic details.
- Limit the size and scale of your addition, and reflect the building's existing style and design. Additions are typically located at the rear of the building.
- Consult the City's Building/Permits Department for preliminary review (301-600-3808 / cityoffrederick.com/ask) before applying with the HPC.



ADA COMPLIANCE

Commercial buildings within the historic district are required to comply with the Americans with Disabilities Act (ADA). ADA requires that you offer adequate access to accommodate people of all abilities, while avoiding as much damage as possible to your building. For more information on ADA compliance and the responsibilities of a building owner, contact the Building/Permits Department.

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HISTORIC DISTRICT GUIDE

DOWNTOWN FREDERICK CONTRACTORS



The City of
Frederick
Maryland

downtown
frederick
PARTNERSHIP

THANK YOU!

Your skills and craftsmanship help preserve and protect one of the most loved things about Downtown Frederick—our historic buildings.

The information in this brochure outlines some of the most common projects for contractors and can be used as a general guide to the historic preservation review process. If you have any questions, the Frederick City Planning staff will be more than happy to help! It's always a great idea to review the Frederick Historic District Design Guidelines before submitting applications. Visit bit.ly/freddesign for more details.

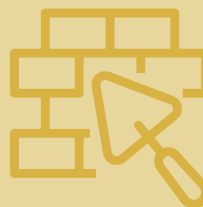
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REHABILITATION

MASONRY

- Retain and preserve original and character-defining elements whenever possible.
- Submit your repointing project for review. If mortar joints are deteriorated, repair using a lime-based mortar and hand tools, and avoid using power tools.
- Handle with care. Do not pressure wash or sandblast masonry, and do not use any abrasive cleaning methods or harsh chemical solutions.



PORCHES & STOOPS

- Retain character-defining elements like railings and columns whenever possible.
- Do not add porches and stoops where they did not previously exist. Avoid decks (which do not have roofs), as they typically are not approved.
- Repair original features whenever possible and replace deteriorated elements with in-kind materials.
- Limit your use of pressure-treated materials to areas that have direct contact with the ground, or for concealed structural elements.

ROOFING & GUTTERS

- Preserve and retain the roof's original form and shape, functional and decorative features, and other defining historic characteristics.
- Match new roofing materials to the historic material. The most common roofing material downtown is standing seam metal; however, slate and asphalt shingles are also used. Rubber roofing systems can be used on flat and nearly flat roofs that are not visible from the street.
- Use round-profile, galvanized gutters and downspouts. Copper and factory finishes can be approved.



PAINT

- Paint or stain all wooden elements with a solid, opaque stain that conceals the wood grain.
- Paint and stain colors do not need to be approved, though the Commission does review painted signs and prefinished elements like roofs and building accessories.
- Do not paint or coat unpainted masonry. Seek approval before removing any paint from masonry. Removal will only be approved if it can be done without harming the underlying historic material.



UTILITIES & HVAC

- Seek approval for utility equipment that will be placed outside of a building.
- Be careful not to damage historic materials with mechanical equipment.
- Keep mechanical equipment, whether installed in the rear yard or on the rooftop, out of sight from the public right-of-way.

WINDOWS & DOORS

- Restore and preserve historic windows and doors.
- Seek approval for any windows and doors that need to be repaired or replaced. When a deteriorated window or door cannot be repaired, replace it with solid wood (not clad) and use a design that replicates the original.
- Use clear glass only; acrylics (like Plexiglass) will not be approved.



SIDING

- Retain and preserve historic siding whenever possible. Repair siding (whether it is historic or not) using wood.
- Seek approval before removing non-historic siding. If there is historic siding underneath, it should be retained and preserved. Small amounts of siding can be replaced in-kind without approval. Refer to the Minor Rehabilitation List at bit.ly/fredmaint for more info.