

1. HDC Agenda 2021-03-03

Documents:

[HDC AGENDA 2021-03-03.PDF](#)

2. HDC Meeting Summary 02 03 2021

Documents:

[HDC MEETING SUMMARY 02 03 2021.PDF](#)

3. Item A - PZC Staff Memo East Middle School Consulting Party Status

Documents:

[ITEM A - PZC STAFF MEMO EAST MIDDLE SCHOOL CONSULTING PARTY STATUS.PDF](#)



**CITY OF WESTMINSTER
HISTORIC DISTRICT COMMISSION
AGENDA**

**Wednesday, March 3, 2021, at 7 PM
Virtual Meeting
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I. Call to Order

Statement of Authority — The Westminster Historic District Commission derives its authority from Chapter 164, Article 9A of the City Code, which is authorized by Maryland Code Annotated, Land Use Article, Division 1, Single Jurisdiction Planning and Zoning, Title 8, Historic Preservation. The qualifications of the Westminster Historic District Commission are on file at the City Administration Building, 56 West Main Street; the file is open to the public. (Chair McMasters)

II. Approval of Minutes

February 3, 2021

III. Old Business

None

IV. New Business

Item A – Consultant for East Middle School redevelopment (Andrea Gerhard, DCPD)

V. Historic District Commission and Public Comments

VI. Adjournment



CITY OF WESTMINSTER HISTORIC DISTRICT COMMISSION MEETING SUMMARY

Wednesday, February 3, 2021, at 7:00 PM

Virtual meeting via Zoom and broadcasted live on the City Facebook page

A meeting of the City of Westminster Historic District Commission was held virtually via Zoom and broadcasted live on the City Facebook page on February 3, 2021, at 7:00 PM.

Call to Order

Chair McMasters read the statement of authority into the record.

Chair Kristen McMasters, Commissioner Josh Ambrose, Commissioner Aaron Burroughs, and Commissioner Kevin Wagman were present. City staff Sandy Anderson, Mark Depo, Andrea Gerhard, Andrew Gray, and Samantha Schlitzer were also present.

Approval of Minutes

Commissioner Wagman moved to approve the meeting summary for October 7, 2020. Commissioner Burroughs seconded the motion. The motion passed unanimously.

New Business

Chair McMasters opened New Business Item A – Post Construction Application for Historic Rehabilitation Property Tax Credits, TC #20-03. Ms. Anderson provided background on the item, stating that the pre-construction application estimated project cost was \$79,901. The post-construction application shows a total project cost of \$74,901, but applicant was only able to produce paid invoices in the amount of \$49,901. Based on the \$49,901, the applicant received a \$20,000 Facade Improvement Grant that was approved by the Historic District Commission at the January 2020 meeting. This leaves a remaining balance of \$29,901. 10% of the remaining balance is \$2,990. Staff recommends the Commission consider approval of the post construction application, proposed painting consistent with Section 143-5.B.(a),(b), and (c), with paid receipts of \$49,901, and an estimated tax credit of \$2,990, conditioned on whether the Commission finds that the proposed work was historically compatible.

Chair McMasters motioned to approve the conditional approval upon receipts received, up to 10% of the total project cost. Commissioner Ambrose seconded. The motion passed unanimously.

Historic District Commission and Public Comments

Ms. Anderson stated that a monument in Belle Grove Square was recently damaged in a vehicle accident. Staff received quotes for replacement/repair and relocation from vendors who specialize in work on those types of historical markers. She requested input from the Commission on their preferred action.

Chair McMasters was unsure if the entire monument was historic, or just part of it. Commissioner Ambrose stated that the concrete based was not original, which indicated it had already been moved from its original location. He supported relocating it again to avoid similar incidents in the future. Ms. Gerhard suggested consulting with the Recreation and Parks Department since many of their events utilize Belle Grove Square; the relocation should not interfere with their activities. Chair McMasters added that the Women's Club should also be contacted for input on the relocation.

Commissioner Wagman suggested installation of a commemorative sign in the park indicating its original location. Commissioner Ambrose added that there could be a celebration of the commemoration, in part with the Recreation and Parks Department. Chair McMasters suggested holding the commemoration event in May as part of Historical Preservation Month.

Commissioner Wagman asked if the City could apply for a grant to help pay for the relocation. Chair McMasters stated that there was a minimum request of \$5,000 for those types of grants. Commissioner Ambrose asked if the new signage could be included to increase the requested grant amount. Chair McMasters agreed, stating the City could apply for the mini-grant and include the signage as part of it.

Chair McMasters stated that although the next Holiday House Tour would not be scheduled until 2022, the Historical Society of Carroll County would like to take over responsibility of the event. Commissioner Ambrose asked if there would be time or other commitment requirements from the Commission. Chair McMasters replied that no financial assistance would be requested, and Commissioners are welcome to volunteer to assist.

Commissioner Ambrose reported that HeyWestminster.com was giving away \$1,000 every month for "something cool in the community" in conjunction with the Awesome Foundation. Applicants need only visit the website and submit their idea for consideration.

Chair McMasters reported that the Heart of the Civil War Heritage Area (HCWHA) was conducting an Economic Impact Study in Carroll, Frederick, and Washington Counties on the number of jobs and amount of revenue brought to the community through HCWHA tourism.

Mr. Gray reported on behalf of the Recreation and Parks Department that the Flower and Jazz festival would be held in City Park this year. He also stated that funding for the Belle Grove Square monument project could come from the park maintenance budget. Mr. Gray concluded his report, stating that the City had chosen a consultant for the Durbin House project. The consultant would report necessary work and document the building with photos to submit to the Maryland Heritage Area Authority for a capital grant up to \$100,000. Chair McMasters requested that the Commission have the opportunity to review the grant application prior to submittal.

Adjournment

Chair McMasters made a motion to adjourn. The Commission adjourned at 8:22 PM.

Item A- Consulting Status for East Middle School



To: Westminster Historic District Commission

From: Andrea Gerhard, Comprehensive Planner

Date: March 3, 2021

Subject: Consultant Status for East Middle School Redevelopment

BACKGROUND

On Monday, February 22, 2021 the Department of Community Planning and Development was forwarded an email from the Historic Consultant for the East Middle School Redevelopment Project requesting names of individuals who would like to be granted Consultant Status for the East Middle School Redevelopment Project.

East Middle School is a historic building in the City of Westminster as it was previously the Westminster High School and originally opened in 1936 with additions to the building made in 1949, 1950 and 1964. The new project includes demolition of the old building and constructing a new building on the same site.

Those identified as having Consultant Status will be part of a meeting(s) that discusses mitigation measures to memorialize and preserve the history. This may include reusing significant parts or elements of the building to be included within the new construction.

The City is asking if the Historic District Commission would like to be named as a Consulting Party for this project. If so, staff would request that the Commission designate a member to represent the Commission at these meetings. Please be advised that Commission Chair McMasters will be representing the Carroll County Historical Society.