



CITY OF WESTMINSTER HISTORIC DISTRICT COMMISSION MEETING SUMMARY

Wednesday, January 5, 2022, at 7:00 PM

Virtual meeting via Zoom and broadcasted live on the City YouTube Channel

A meeting of the City of Westminster Historic District Commission was held virtually via Zoom and broadcasted live on the City YouTube Channel on January 5, 2022, at 7:00 PM.

Call to Order

Chair McMasters read the statement of authority into the record.

Chair Kristen McMasters, Vice-Chair Aaron Burroughs, Commissioner Josh Ambrose, Commissioner Christine Ameduri, and Commissioner Kevin Wagman were present. City staff members Mark Depo, Andrea Gerhard, and Andrew Gray were also present.

The following members of the public were present: Dean Camlin, Grace Cloutier, Jordan Knox, and John Kovacs.

Approval of Minutes

Commissioner Ambrose moved to approve the meeting summary for November 3, 2021 as presented. Commissioner Ameduri seconded the motion, and the motion passed unanimously.

Old Business

Chair McMasters opened Old Business Item A – Demolition Permit 288 East Main Street. Ms. Gerhard provided additional information on the item, including the draft Historical and Architectural Archiving Report from Dean Camlin.

The Commission discussed the item and requested access to view the property in person, with permission from the property owner.

Chair McMasters motioned, seconded by Commissioner Wagman, to conduct a site visit and review the rehabilitation information including available options for the property owner. The motion passed unanimously.

New Business

Chair McMasters opened New Business Item B – Façade Improvement Program (FIP) Application 229 East Main Street. Mr. Gray provided background information on the application and the applicant, Ms. Cloutier, was present for questions.

Vice-Chair Burroughs motioned to approve the application with the condition that the applicant use type-O mortar, or an appropriate match, and hand rake the mortar. Commissioner Ameduri seconded, the motion passed unanimously.

Vice-Chair Burroughs asked if the applicant was required to resubmit if the cost was higher than on the initial application. Mr. Gray stated that the remaining funds available would be depleted with the application at its current amount, so nothing additional would be required of the applicant if the cost was increased.

Chair McMasters opened New Business Item C – Section 106 Filing, Dish Wireless 2 College Hill Drive. Mr. Gray provided background information on the item.

With no comments or concerns about the project, the Commission took no action on the item.

Chair McMasters opened New Business Item D – Celebrating America History Expo 2022. Chair McMasters polled the Commission members for availability to attend the event and distribute materials. She will submit a vendor application on behalf of the Commission.

Historic District Commission and Public Comments

Chair McMasters opened New Business Item E – Flower and Jazz Festival Participation. The Commission discussed participation by helping to staff an information booth.

Chair McMasters, on behalf of the Historical Society of Carroll County, reported on a recent tour of houses of worship throughout the County. She also reported on a successful unveiling of an historical marker at the Shellman House, 206 East Main Street, signifying the importance of the landmark location for the Women’s Suffrage Movement. It is only one of two markers in Maryland, on a trail dedicated to commemorating Women’s Suffrage.

Ms. Gerhard reported that the Maryland Historical Trust Heritage Areas Authority Grant Program is currently accepting applications for both capital and non-capital projects. Over the past two rounds, the City has received full funding available for projects related to the Durbin House.

Mr. Depo reported that Winter Farmers’ Market will open the first weekend in February and run through early April. He also stated that the Main Street Manager position will be reopened soon.

Ms. Gerhard thanked Commissioner Ambrose for his assistance with contact information to share the Downtown Business Association meetings.

Adjournment

Chair McMasters motioned to Adjourn. The Commission adjourned at 8:32 PM.