



## **CITY OF WESTMINSTER HISTORIC DISTRICT COMMISSION MEETING SUMMARY**

**Wednesday, February 2, 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 February 2, 2022, at 7:00 PM.

### **Call to Order**

Chair McMasters read the statement of authority into the record.

Chair Kristen McMasters, Commissioner Josh Ambrose, Commissioner Christine Ameduri, and Commissioner Kevin Wagman were present. City staff member Andrew Gray was also present.

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

### **Approval of Minutes**

Commissioner Wagman moved to approve the meeting summary for January 5, 2022 as presented. Commissioner Ambrose seconded the motion, and the motion passed unanimously (4-0).

### **Old Business**

Chair McMasters opened Old Business Item A – Demolition Permit 288 East Main Street. Mr. Gray provided an update on the status of the permit request. Chair McMasters stated that her review of the Historic Structure Report was included in the meeting packet. Additional discussion ensued regarding the review provided by Chair McMasters.

Commissioner Ambrose moved to recommend to the Director of Community Planning and Development, the approval of the Demolition Permit in line with the new design presented to the Commission, at the February 2, 2022 meeting, to encapsulate the log cabin portion of the building and that the Historic Structures Report be revised accordingly. Commissioner Wagman seconded; the motion passed unanimously (4-0).

### **New Business**

Chair McMasters opened New Business Item B – Pre-Construction Application for Historic Rehabilitation Property Tax Credits TC #22-1. Mr. Gray provided background information on the application and the

applicant, Ms. Cloutier, was present for questions.

Commissioner Ameduri motioned to approve the application; the proposed work qualifies as Eligible Work; the estimated cost of \$28,950.00 is accurate and acceptable; the Property is an eligible property; and to grant the Historic Tax Credit of up to \$2,895.00, consistent with City Code. Commissioner Ambrose seconded; the motion passed unanimously (3-0). Commissioner Wagman was not present for the vote.

Chair McMasters encouraged the applicant to also apply for State and Federal funding for the project.

Staff will also discuss Façade Improvement Grant opportunities with the Applicant.

### **Historic District Commission and Public Comments**

Chair McMasters reported on working with the Heart of the Civil War Heritage Area to develop a plan regarding demolition of historic structures. She asked for anyone interested in serving on a regional task force to contact her.

### **Adjournment**

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