



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

**Wednesday, April 3, 2024, at 7:00 p.m.**

**In-Person Meeting and broadcasted live on the City YouTube Channel**

A meeting of the City of Westminster's Historic District Commission was held and broadcasted live on the City YouTube Channel on Wednesday, April 3, 2024, at 7:00 p.m.

**I. Call to Order**

Chair McMasters read the statement of authority into the record.

Chair Kristen McMasters, Vice Chair Christine Ameduri, Commissioner Kevin Wagman, Commissioner Grace Kelly-Lawler, and Commissioner Catherine Baty were present. Economic Development Coordinator/Main Street Manager Melissa Thorn was also present.

Guests: Dean Camlin, Architect with Dean Robert Camlin & Associates, Inc., Mr. Randy Bachtel with BRP, LLC, and Mr. Tim McGee and Mrs. Bernadette McGee of 99 N. Ralph Street.

Chair McMasters welcomed Ms. Catherine Baty to the City of Westminster Historic District Commission as the newest Commissioner.

**II. Old Business**

**Item A: 30 Carroll Street – Demolition Recommendation**

Economic Development Coordinator Thorn provided an updated overview of the staff report provided to the Commission at their meeting held on February 7, 2024, and provided a status update on the proposed project (request for the demolition of the property located at 30 Carroll Street).

The Commission and City staff discussed and reviewed a report provided by JNM Engineering, LLC, that included a structural report delineating the existing house and project, as well as including historical records, deeds, and plats of the property (30 Carroll Street), for the City records.

**Motion:** Commissioner Wagman moved and seconded by Vice Chair Ameduri to accept structural report documentation as submitted by the applicant (regarding 30 Carroll Street). The motion passed 5-0. Commissioner Wagman abstained from voting.

The City of Westminster Historic District Commission discussed at length the submitted demolition permit for the existing structure at the property (30 Carroll Street). At that public meeting, the HDC did not make a motion for or against the demolition permit, however, did approve the structural application as acceptable for the record.

### **III. New Business**

#### **Item A: Architectural Review of Elevations of Garage – 99 Ralph Street**

Economic Development Coordinator Thorn provided the staff report on the item that included the background and history of the property and the proposed description of the project. Economic Development/Main Street Manager Thorn noted that the City of Westminster Department of Community Planning and Development requests that the Historic District Commission review the elevation plans for 99 North Ralph Street for the proposed 2-story detached garage. Chair McMasters requested if there were no additional comments made by the applicant or the commission. The commission discussed and recommended to the applicant not to use vertical siding on the project.

**Motion:** Vice Chair Ameduri moved and seconded by Commissioner Kelly-Lawler to accept the proposal as submitted for the elevation plans for 99 North Ralph Street for the proposed 2-story detached garage. The motion passed 4-0-1. Note for the Record Chair McMasters abstained.

#### **Item B: Renaming a Portion of Kriders Church Road**

Economic Development/Main Street Manager Thorn noted that to address City staff's concerns with the impact of traffic associated with the proposed K-9 Buddy event facility at the Krider Church Road/Littletown Pike (Route 97 intersection, specifically the left turn onto Kriders Church Road from Route 97. Economic Development/Main Street Manager Thorn noted that the thought being that with a different road name and coordinating with mapping serves that traffic will be directed to Meadow Branch Road from Route 97 to access K-9 Buddy versus the left turn onto Kriders Church Road from Route 97. The Historic District Commission discussed the issue at length. Economic Development/Main Street Manager Thorn advised that the City of Westminster Department of Community Development and Planning recommends that the Historic District Commission offer a recommendation on using Elmer Fritz Farm or Schweigart-Roberts House as part of the references section of Kriders Church Road or proposed a newly suggested roadway name. Ms. Thorn noted the following road names up for consideration: Fritz Farm Road; Emmert Farm Road; and Schweigart-Roberts House. Mr. Bachtel provided comments to the commission on the item and that he would like for the Historic District Commission to provide three street names that can be submitted to Carroll County for their consideration.

**Motion:** Vice Chair Ameduri moved and seconded by Commissioner Wagman that the City of Westminster Historic District Commission offer three road name options that reflect the historical integrity of that area as follows: Fritz Farm Road, Emmert Farm Road and Schweigart-Roberts House Road. The motion passed 5-0.

### **IV. Historic District Commission Implementation Plan**

#### **Item A: Implementation Strategy 2 Historic District Inventory Project Update**

Chair McMasters provided a brief update on the commission work on the Implementation Strategy 2 Historic District Inventory Project, and noted the submittal of a grant application to the Maryland Heritage Areas Authority to assist with the inventory project.

**V. The Nation's 250<sup>th</sup> Anniversary**

**Item A: Proclamation**

Chair McMasters opened the discussion and shared updates on a proposed proclamation in recognition of the Nation's 250<sup>th</sup> Anniversary. Chair McMasters requested the commission choose a date for the commission to meet at Belle Grove Square to discuss the placement of sign to be placed in Belle Grove Square announcing the Nation's 250<sup>th</sup> Anniversary. Chair McMasters noted the requirements for the placement of a sign from the City.

**VI. Historic District Commission and Public Comments**

Economic Development/Main Street Manager Thorn noted the Downtown Business Association (DBA) will be holding a Spring Clean-Up event on Saturday, April 27, 2024, from 8:00 a.m. until 10:00 a.m. Ms. Thorn closed her report by noting upcoming City of Westminster events.

**VII. Adjournment**

Chair McMasters motioned to Adjourn. The Commission adjourned at 8:07 p.m.



---

Ms. Kristen McMasters  
City of Westminster Historic District Commission

Official Recordings of the City of Westminster Historical District Commission Meetings are available for viewing in their entirety on the City's YouTube channel.

Adopted by the Historic District Commission on May 1, 2024.