



CITY OF WESTMINSTER HISTORIC DISTRICT COMMISSION MEETING SUMMARY

Wednesday, April 6, 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 April 6, 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 Christine Ameduri, and Commissioner Kevin Wagman were present. City staff members Mark Depo and Andrew Gray was also present.

The following members of the public were present: None.

Approval of Minutes

Commissioner Wagman moved to approve the meeting summary for February 2, 2022 as presented. Vice-Chair Burroughs seconded the motion, and the motion passed unanimously (4-0).

Old Business

None

New Business

Chair McMasters opened New Business Item A – Contents of a Historic Structures Report. She opened the discussion, stating that the Commission should have a set of guidelines for the public to review to know what is expected from such a report prior to a demolition permit request. Chair McMasters outlined her suggestions for such guidelines and City staff provided a copy to the Commission members for additional review.

Chair McMasters opened New Business Item B – Flower and Jazz Festival Sign-Up.

Chair McMasters opened New Business Item C – National History Day. The Commission asked City staff to research availability of scholarship money to offer in addition to a letter of support to the winning entry.

Historic District Commission and Public Comments

Chair McMasters mentioned that she would like to see her tax credit presentation video shared on the City website in time for Historic Preservation Month in May.

Chair McMasters asked the Commission to revisit the City standards for preservation and update it using other jurisdictions as a model. The Commission agreed to include researching signage to designate the local historic area, and incentives provided by other jurisdictions, such as a plaque to place on an historic home or a yard sign. The Commission will discuss the information gathered at upcoming meetings.

Adjournment

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