



CITY OF WESTMINSTER HISTORIC DISTRICT COMMISSION MEETING SUMMARY

Wednesday, May 11, 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 May 11, 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 members Mark Depo and Andrea Gerhard were also present.

The following members of the public were present: None.

Approval of Minutes

Commissioner Wagman moved to approve the meeting summary for April 6, 2022 as presented. Commissioner Ameduri seconded the motion, and the motion passed unanimously (4-0).

Old Business

Chair McMasters opened Old Business Item A – Contents of a Historical Structures Report. The Commission discussed the information provided in the packet.

Commissioner Ambrose asked what authority the Commission has to enforce any of the requirements. Mr. Depo outlined the available actions that the Commission could take to request more information or recommend denial of the permit.

Commissioner Ambrose moved to approve and adopt the two procedure documents provided. Commissioner Ameduri seconded, and the motion passed unanimously (4-0).

New Business

Chair McMasters opened New Business Item B – Historic District Best Practices. She shared information from other historic district areas.

Commissioner Ambrose asked about the ability to enforce fees for violations on a City-issued permit relating to historic preservation. Mr. Depo offered suggestions on what language can be added.

Commissioner Ambrose moved to include additional language to the City's update demolition permit procedures regarding penalties for non-compliance, referencing existing language in the City Code. Commissioner Wagman seconded, and the motion passed unanimously (4-0).

The Commission requested an update on the ongoing demolition at 288 East Main Street. Mr. Depo stated that he would contact Carroll County Department of Permits and Inspections for more information.

The Commission requested a historic best practices work session be scheduled separate from the regularly scheduled meeting.

Historic District Commission and Public Comments

The Commission discussed adding another member to fill one of the vacant seats.

Mr. Depo noted that Commission elections will be held at the next meeting, as well as consideration of a Historic Tax Credit application.

Adjournment

Chair McMasters motioned to Adjourn. The Commission adjourned at 8:24 PM.