



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

**Wednesday, August 3, 2022, at 7:00 p.m.**

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

A meeting of the City of Westminster Historic District Commission was held in person and broadcasted live on the City YouTube Channel on Wednesday, August 3, 2022, at 7:00 p.m.

**Call to Order**

Chair McMaster read the statement of authority into the record.

Chair Kristen McMaster, Commissioner Christine Ameduri, and Commissioner Kevin Wagman were present. City staff member Mark Depo was also present.

The following members of the public were present: None.

**Approval of Minute Summary**

Commissioner Wagman moved to approve the meeting summary for June 1, 2022, as presented. Commissioner Ameduri seconded the motion, and the motion passed unanimously (3-0).

**Old Business**

There was no old business to be discussed. Director Depo advised that Vice Chair Aaron Burroughs had resigned, and the Historic Commission would have to appoint someone as Vice Chair. Chair McMaster requested that the item be added to the next meeting agenda.

Commissioner Wagman requested that City staff provide a status update on the application process for 288 East Main Street. Director Depo provided a status update to the commission and responded to questions given by the commission on the 288 East Main Street property.

**New Business**

Chair McMasters opened New Business Item A: Post Construction Application, Historic Rehabilitation Property Tax Credits TC 22-01. The Commission discussed the information provided in the packet. Director Depo provided the staff report to the Commission.

Commissioner Wagman moved that the Historic District Commission, upon finding that the completed work is eligible work and in accordance with the preliminary approval of the certificate of eligibility and the requested amount of \$2,895.00 is acceptable, approve the Post-Construction Application for Historic Rehabilitation Property Tax Credits TC-22-1 and forward the Historic Tax Credit Certificate to Eligibility for TC-22-01 to the City of Westminster

Department of Finance. Commissioner Ameduri seconded the motion, and the motion passed (3-0).

Chair McMaster discussed with the Commission items to bring forward for consideration by the Historic District Commission to the City regarding historical preservation. The Commission also discussed the goals of the Commission.

Commissioner Wagman moved that the Chair McMaster draft for the Historic District Commission Downtown Preservation Regulations for the Commission, seconded by Commissioner Ameduri. The motion passed unanimously (3-0). Chair McMaster requested that Director Depo provide to the Commission preliminary documents regarding preservation regulations.

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

Director Depo provided the Commission with updates from Community Planning and Development Department of the City.

### **Adjournment**

Chair McMasters motioned to Adjourn. The Commission adjourned at 7:41 p.m.

Respectfully Submitted,



Douglass A. Barber, MMC  
City Clerk

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 September 7, 2022.**