

1. Agenda 05 06 2020

Documents:

[AGENDA MAY 6 2020.PDF](#)

2. HDC Meeting Summary 03 04 2020

Documents:

[HDC MEETING SUMMARY 03 04 2020.PDF](#)

3. Item A Application For Historic Tax Credits TC 20-04

Documents:

[ITEM A APPLICATION FOR HISTORIC TAX CREDITS TC 20-04.PDF](#)



**CITY OF WESTMINSTER  
HISTORIC DISTRICT COMMISSION  
AGENDA**

**Wednesday, May 6, 2020, at 7 PM  
Virtual Meeting  
[www.facebook.com/WestminsterMD](https://www.facebook.com/WestminsterMD)  
[www.WestminsterMD.gov](http://www.WestminsterMD.gov)**

**I. Call to Order**

Statement of Authority — The Westminster Historic District Commission derives its authority from Chapter 164, Article 9A of the City Code, which is authorized by Maryland Code Annotated, Land Use Article, Division 1, Single Jurisdiction Planning and Zoning, Title 8, Historic Preservation. The qualifications of the Westminster Historic District Commission are on file at the City Administration Building, 56 West Main Street; the file is open to the public – Chair

**II. Approval of Minutes**

A. March 4, 2020

**III. Old Business**

None

**IV. New Business**

A. Application for Historic Rehabilitation Property Tax Credits TC #20-04 for the property located at 1-4 Schoolhouse Avenue

**V. Historic District Commission**

**VI. Staff and Public Comment**

**VII. Adjournment**



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

**Wednesday, March 4, 2020, at 7:00 PM  
City Hall, 1838 Emerald Hill Lane  
Westminster, Maryland**

A meeting of the City of Westminster Historic District Commission was held at City Hall, 1838 Emerald Hill Lane in Westminster, Maryland 21157, on March 4, 2020, at 7 PM.

**I. Call to Order**

Chair McMasters read the statement of authority into the record.

Chair Kristen McMasters, Vice-Chair Dean Camlin, Commissioner Josh Ambrose, Commissioner Aaron Burroughs, and Commissioner Kevin Wagman were present. City staff Mark Depo, Andrea Gerhard, and Samantha Schlitzer were also present.

**II. Approval of Minutes**

Commissioner Wagman moved to approve the meeting summary for January 8, 2020. Vice-Chair Camlin seconded the motion. The motion passed unanimously.

**III. New Business**

**A. Historic Rehabilitation Property Tax Credit Application #20-01 for 247-249 East Main Street**

Ms. Gerhard provided background information on an Historic Rehabilitation Property Tax Credit application for 247-249 East Main Street, in the amount of \$492.50.

Vice-Chair Camlin moved to recommend approval of the Historic Rehabilitation Property Tax Credit application for 247-249 East Main Street. Commissioner Wagman seconded the motion. The motion passed unanimously.

**B. Historic Rehabilitation Property Tax Credit Application #20-02 for 174 West Main Street**

Ms. Gerhard provided background information on an Historic Rehabilitation Property Tax Credit application for 174 West Main Street, in the amount of \$1,160.31.

Commissioner Burroughs motioned to approve the Historic Rehabilitation Property Tax Credit application for 174 West Main Street. Commissioner Wagman seconded the motion. The motion passed unanimously.

**C. Historic Rehabilitation Property Tax Credit Application #20-03 for 28 Liberty Street**

Ms. Gerhard provided background information on an Historic Rehabilitation Property Tax Credit application for 28 Liberty Street, in the amount of \$5,490.10.

Commissioner Wagman moved to recommend approval of the Historic Rehabilitation Property Tax Credit application for 28 Liberty Street. Vice-Chair Camlin seconded the motion. The motion passed unanimously.

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

Commissioner Wagman noted that Vice-Chair Camlin will be leaving the Commission due to selling his property on East Main Street. Vice-Chair Camlin confirmed that he will be relocating his business to rented space on Court Street and the property sale will occur before July 1, 2020.

Chair McMasters noted that National History Day is March 7 and events will be held at Westminster High School. She requested information flyers that have been used at previous Flower & Jazz Festivals be made available to take to the event.

Chair McMasters also noted her participation on the county's Celebrate America event committee. Maryland Governor Larry Hogan designated 2020 as Year of the Woman in Maryland to recognize 100 years since the Women's Suffrage Movement. Ms. Schlitzer noted that the City's website went live earlier in the day with upcoming events to celebrate Year of the Woman around Westminster.

Vice-Chair Camlin stated that Abby Gruber, Director of Recreation and Parks, had contacted him regarding the Maryland Heritage Area Grant to renovate the Durbin House on the former Wakefield Valley Golf Course property. He supplied an estimate of fees and application work related to the Historic Structures Report included in the grant application. Commissioner Ambrose requested clarification that the grant monies would be used to preserve the building, not renovate it for alternate use. Vice-Chair Camlin stated that potential future uses will be included in the grant application; however, the grant itself would only be used for preservation. Ms. Gerhard added that the Heritage Area Grant is tied to tourism, so this report is only a structural analysis to save the building. The maximum grant amount is \$50,000 for a non-capital project.

**V. Adjournment**

Vice-Chair Camlin made a motion to adjourn. The Commission adjourned at 7:46 PM.

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Kristen McMasters, Chair  
Westminster Historic District Commission

ITEM A



To: Westminster Historic District Commission

From: Sandy Anderson, Main Street Manager

Cc: Mark Depo Planning Director

Andrea Gerhard, Comprehensive Planner

Date: April 30, 2020

Subject: Application for Historic Rehabilitation Property Tax Credits TC #20-04

### **OVERVIEW**

On February 19, 2020, V. Sreenivas, representing Sambrum LLC, the entity that owns 1-4 Schoolhouse Avenue, submitted a pre-construction Application for Historic Rehabilitation Property Tax Credits TC #20-04 (Attachment 1). 1-4 Schoolhouse Avenue is located in the Westminster Historic National Register District. According to the Maryland Department of Assessments and Taxation online records, the primary structure was built in 1890 (Attachment 2).

Pursuant to Section 143-5. A., the City Code states: "Establishment of historic tax credit program for qualified expenses. In accordance with § 9-204 of the Tax-Property Article of the Annotated Code of Maryland, there is hereby established a City of Westminster real property tax credit in the amount of 10% of the qualified expenses for the restoration and preservation of an eligible historic property, and 5% of the qualified expenses for the construction of an architecturally compatible new structure on an eligible historic property."

Pursuant to Section 143-5 B. Eligible Work includes:

- (a) The repair or replacement of exterior features of an existing structure; or
- (b) Work that is necessary to maintain the physical integrity of an existing structure with regard to safety, durability or weatherproofing; or
- (c) Maintenance of the exterior of an existing structure, including routine maintenance;

or

- (d) New construction of an architecturally compatible structure; or
- (e) Interior restorations necessary to restore or maintain the historic integrity and efficient or safe functioning of an eligible property, excluding elective and/or cosmetic renovations.

The proposed project consists of scraping, cleaning, adequately preparing, and repainting loose and peeling paint on the exterior of the existing structure. In addition, the repair or replacement of various plumbing and electrical components. Please see the attached application for further explanation of repairs. The total estimated cost of the proposed project is \$19,000.00. If the Historic District Commission finds that the total estimated cost qualifies as expenses needed for the restoration and preservation of an eligible historic property, then 10% of the proposed project estimated costs is \$1,900.00.

### **RECOMMENDATION**

Staff recommends the Commission consider approval of the proposed painting consistent with Section 143- 5.B.(a),(b), and (c), with an estimated cost of \$19,000.00 and an estimated tax credit of \$1,900.00, or 10% of the estimated cost, conditioned on:

1. The Commission finds that the total estimated cost qualifies as expenses needed for the restoration and preservation of an eligible historic property, and
2. The Commission finds that the proposed work is historically compatible.

### **ATTACHMENTS**

1. Application for Historic Rehabilitation Property Tax Credits TC #20-04
2. Maryland State Department of Assessments and Taxation, Real Property information for 1-4 Schoolhouse Avenue

City of Westminster, Maryland  
Application for Historic Rehabilitation Property Tax Credits

Questions? Please call the Westminster Department of Planning at 410-848-4628

Please check one: pre-construction application   
post-construction application\*

Property tax account ID 060092

*\*Post-Construction applications:*

(a) must include the approved pre-construction application plus photos, receipts, etc. to document completion and costs.

(b) must be received within 60 days of the completion of the work described herein.

Property owner Sambum LLC daytime phone (240) 753-5070

Property co-owner for V. Sreenivas, Manager daytime phone ( )

Property address i-4 Schoolhouse Ave, Westminster, MD

Mailing address 6 Royal Forest Ct. Silver Spring, MD 20904

(1) In accordance with Tax-Property Article 9-204 of the Maryland Annotated Code and Ordinances 667 and 668 of the City of Westminster, this application is based upon the historic rehabilitation work described by the enclosed narrative and photographs.

(2) Total cost of the project\*\* \$19,000 (estimated if pre-construction application)

\*\*Minimum expenditure must be \$5,000 within 24 months to be eligible for the tax credits.

(3) Completion date 3/10/2020 (estimated if pre-construction application)

(4) Attachments: photographs (mandatory)  
project narrative (mandatory) drawings (optional, must be to scale if provided)

Please list any additional attachments: \_\_\_\_\_

I hereby declare that all information submitted on this application and attachments is, to the best of my knowledge, accurate and true.

V. Sreenivas for Sambum LLC  
(owner signature and date) 2/19/2020  
V. Sreenivas, Property Manager  
\_\_\_\_\_  
(co-owner signature and date)

(If incorporated, Corporate Officer's printed name, title, signature, and date)

Application received by Historic District Commission on \_\_\_\_\_ by \_\_\_\_\_  
*(signature and title)*

HDC decision:           Approved as submitted  
                              Denied as submitted  
                              Conditional Approval (see Comments, below) Comments

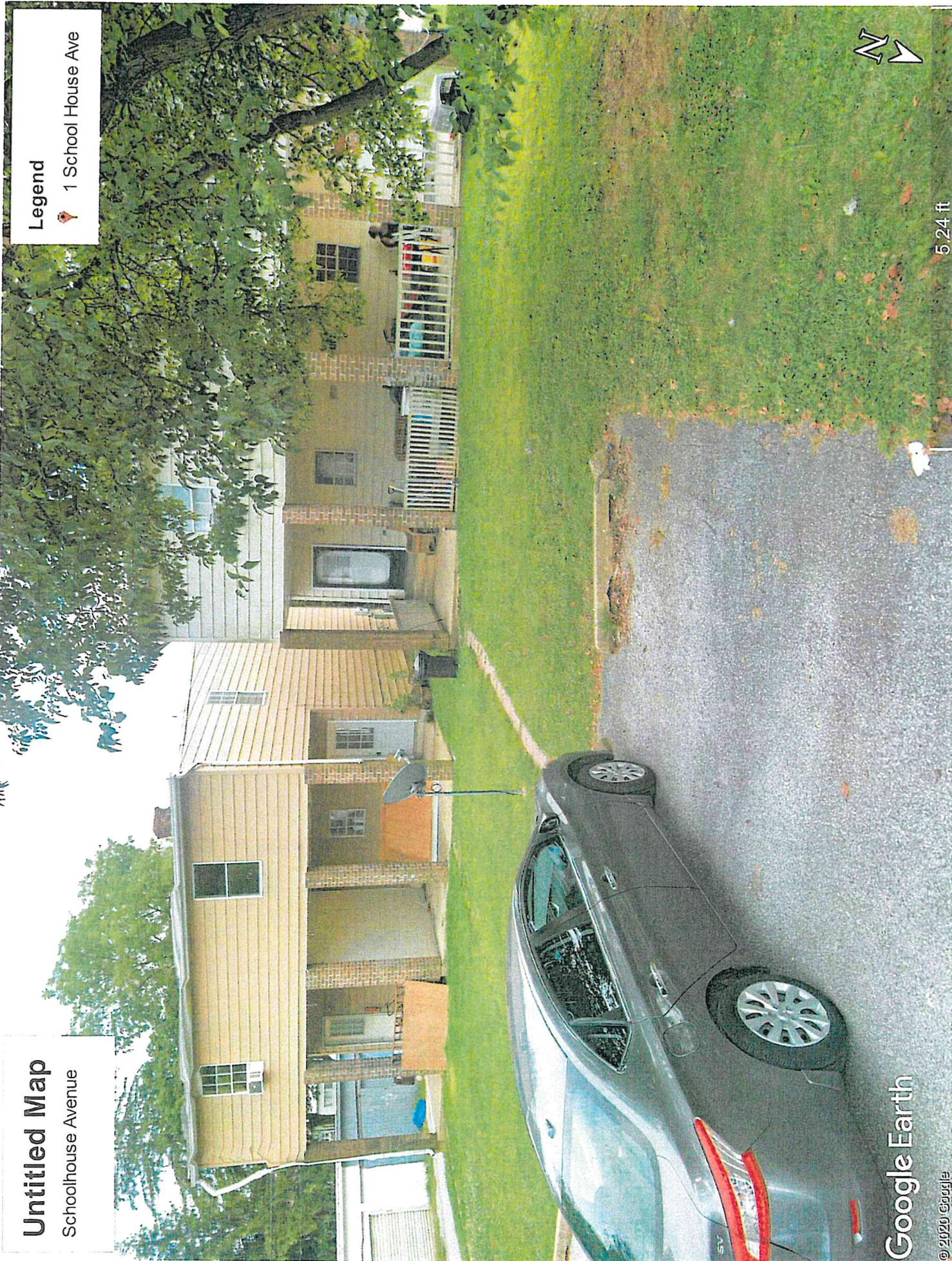
by HDC:

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# Untitled Map

Schoolhouse Avenue

## Legend

 1 School House Ave

Google Earth

© 2020 Google

5.24 ft



# Untitled Map

Schoolhouse Avenue

## Legend

 1 School House Ave



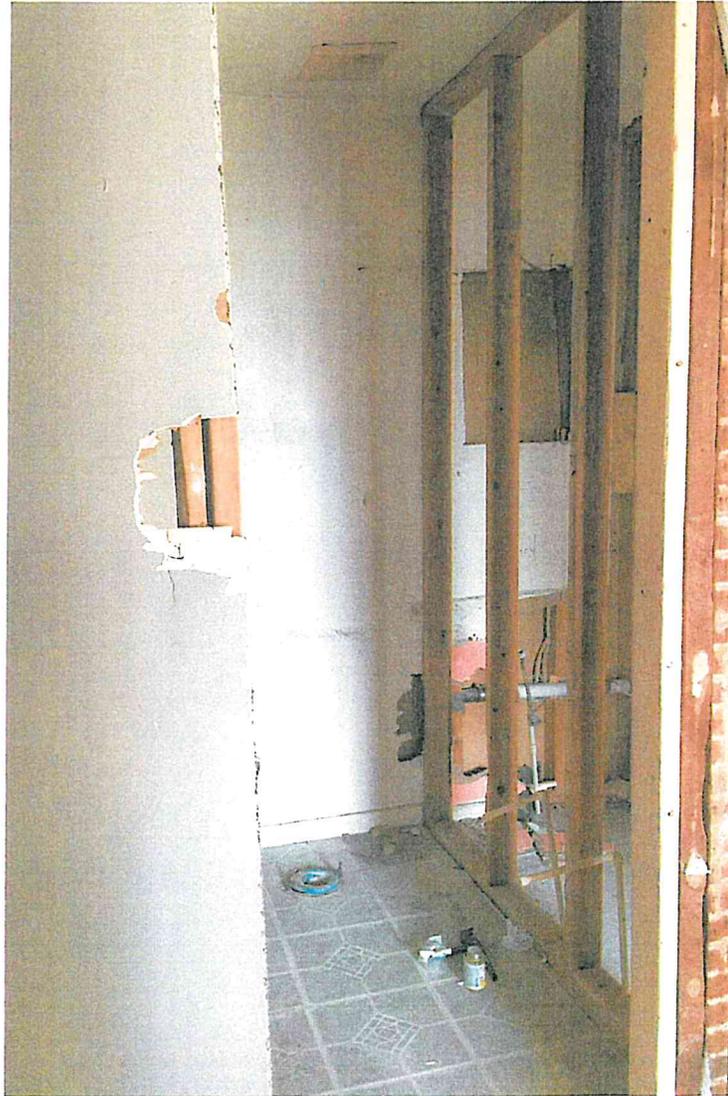
Google Earth

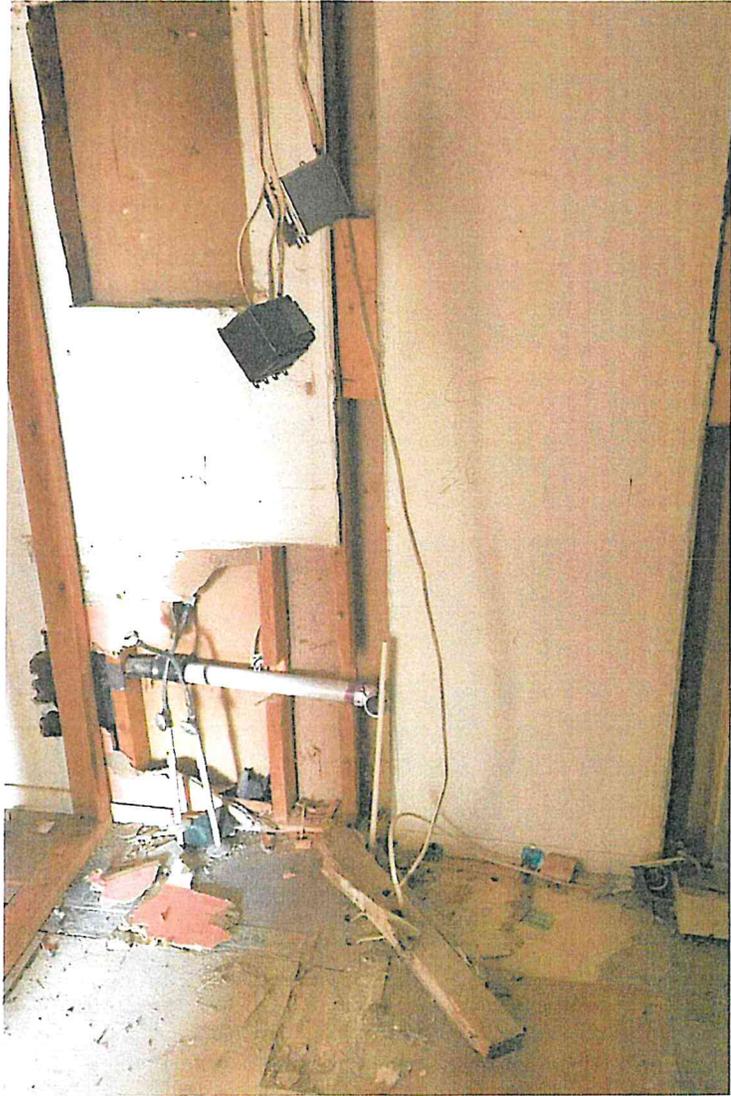
© 2020 Google

7.29 ft









2 and 4 Schoolhouse Avenue houses (on tax record 1 Schoolhouse avenue)

- Painting of a structure's exterior.
- Exterior of a brick mortar repair.
- Replace rotten wooden front-porch ceiling.
- Repair roof such as standing-seam metal
- poorly or non-functioning sump pump
- Repair or necessary replacement of deteriorated plumbing or electrical components.
- Repair of original windows and doors
- Painting and repair of interior surfaces (such as windows, walls, floors, and doors).
- Rehabilitation of a kitchen when the current worn damaged kitchen due to age and \ the safety of occupants is at risk without improvements.
- Renovation of a bathroom when the current bathroom has been worn or damaged beyond repair.
- Damaged ceiling repairs
- Replace wooden beams with old damaged beams for roofs
- Replace floor wooden beams. All materials used are almost "in-kind" when available.

Real Property Data Search

Search Result for CARROLL COUNTY

[View Map](#)

[View GroundRent Redemption](#)

[View GroundRent Registration](#)

**Special Tax Recapture: None**

**Account Identifier:** District - 07 Account Number - 060092

Owner Information

**Owner Name:** SAMBRUM LLC **Use:** COMMERCIAL  
**Principal Residence:** NO  
**Mailing Address:** 6 ROYAL FOREST CT **Deed Reference:** /08757/ 00328  
 SILVER SPRING MD 20904-0000

Location & Structure Information

**Premises Address:** 1 SCHOOLHOUSE AVE **Legal Description:** LT - 15837 SF  
 WESTMINSTER 21157-0000 1-4 SCHOOLHOUSE AVE  
 WESTMINSTER

Map:	Grid:	Parcel:	Neighborhood:	Subdivision:	Section:	Block:	Lot:	Assessment Year:	Plat No:
0102	0018	1645	70000.07	0000				2018	Plat Ref:

**Town:** WESTMINSTER

Primary Structure Built	Above Grade Living Area	Finished Basement Area	Property Land Area	County Use
1890	4,448 SF		15,837 SF	

Stories	Basement	Type	Exterior	Quality	Full/Half Bath	Garage	Last Notice of Major Improvements
		MULTIPLE RESIDENCE	/	C4			

Value Information

	Base Value	Phase-in Assessments		
		Value As of 01/01/2018	As of 07/01/2019	As of 07/01/2020
<b>Land:</b>	126,600	126,600		
<b>Improvements</b>	119,700	149,700		
<b>Total:</b>	246,300	276,300	266,300	276,300
<b>Preferential Land:</b>	0			0

Transfer Information

<b>Seller:</b> RUJAN INDUSTRIES LLC	<b>Date:</b> 07/26/2017	<b>Price:</b> \$305,000
<b>Type:</b> ARMS LENGTH IMPROVED	<b>Deed1:</b> /08757/ 00328	<b>Deed2:</b>
<b>Seller:</b> DORSEY FRANCIS B	<b>Date:</b> 07/16/1998	<b>Price:</b> \$190,000
<b>Type:</b> ARMS LENGTH IMPROVED	<b>Deed1:</b> /02067/ 00872	<b>Deed2:</b>
<b>Seller:</b> TOWNHOUSE ASSOC LTD	<b>Date:</b> 02/12/1996	<b>Price:</b> \$225,000
<b>Type:</b> ARMS LENGTH IMPROVED	<b>Deed1:</b> /01767/ 00248	<b>Deed2:</b>

Exemption Information

Partial Exempt Assessments:	Class	07/01/2019	07/01/2020
<b>County:</b>	000	0.00	
<b>State:</b>	000	0.00	
<b>Municipal:</b>	000	0.00 0.00	0.00 0.00

**Special Tax Recapture: None**

Homestead Application Information

**Homestead Application Status:** No Application

Homeowners' Tax Credit Application Information

**Homeowners' Tax Credit Application Status:** No Application **Date:**