



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

**Wednesday, January 8, 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 January 8, 2020, at 7 PM.

I. Call to Order

Vice-Chair Camlin read the statement of authority into the record.

Vice-Chair Dean Camlin, Commissioner Josh Ambrose, Commissioner Aaron Burroughs, and Commissioner Steven Colella were present. City staff Sandy Anderson, Mark Depo, Andrea Gerhard, Andrew Gray, and Samantha Schlitzer were also present.

II. Approval of Minutes

Commissioner Colella moved to approve the meeting summary for December 4, 2019. Commissioner Burroughs seconded the motion. The motion passed unanimously.

III. New Business

A. Façade Improvement Grant Application for 247-249 East Main Street

Ms. Anderson provided background information on a Façade Improvement Grant application for 247-249 East Main Street, in the amount of \$4,925. The Commission requested clarification on the scope of work, indicating that anything viewable from a public right-of-way would be the only items available for approval.

Commissioner Colella moved to recommend approval of the Façade Improvement Grant application for 247-249 East Main Street, for only the work viewable from the public right-of-way. Commissioner Burroughs seconded the motion. The motion passed unanimously.

B. Façade Improvement Grant Application for 39-41 North Court Street

Ms. Anderson provided background information on a Façade Improvement Grant application for 39-41 North Court Street, in the amount of \$7,500.

Vice-Chair Camlin asked if the contractor was licensed in Maryland, and what was its MHIC number. He also noted that the written estimate did not include itemized costs for the work to be performed.

Commissioner Colella suggested that If the entire application could not be approved, individual parts of the application could be approved for specific amounts.

Commissioner Ambrose questioned if the property was for sale, citing a website reference to its availability. If for sale, the application would fall under further question.

Commissioner Colella motioned to approve the Façade Improvement Grant application for 39-41 North Court Street, pending answers to the contractor's MHIC number, the estimate itemization, and whether the property owner would retain possession after the repairs were made. Commissioner Ambrose seconded the motion. The motion passed unanimously.

C. Façade Improvement Grant Application for 28 Liberty Street

Ms. Anderson provided background information on a Façade Improvement Grant application for 28 Liberty Street, in the amount of \$20,000.

Vice-Chair Camlin noted that because the property is located within the National Historic Register District, it could be eligible for Historic Tax Credits, in addition to Façade Improvement grants from Federal and State programs as well.

Commissioner Colella moved to recommend approval of the Façade Improvement Grant for 28 Liberty Street. Commissioner Ambrose seconded the motion. The motion passed unanimously.

D. Façade Improvement Grant Application for 280 East Main Street

Ms. Anderson provided background information on a Façade Improvement Grant application for 280 East Main Street, in the amount of \$5,088. She added that only two items on the application qualified for grant funding.

Commissioner Colella moved to recommend approval of the Façade Improvement Grant to replace cedar shingles on the awning and LED porch lighting, in the amount of \$5,088. Commissioner Ambrose seconded the motion. The motion passed unanimously.

E. Façade Improvement Grant Application for 66 East Main Street

Ms. Anderson provided background information on a Façade Improvement Grant application for 66 East Main Street, in the amount of \$51,268.

Vice-Chair Camlin noted that the paint color on the building had never been anything other than yellow; therefore, in his opinion, Maryland Historic Trust would not approve the application if it changes the historic character of the building.

Commissioner Ambrose asked if the Commission has authority to prevent the applicant from repainting without grant funding approval. Commissioner Burroughs stated that the Commission was a

recommendation body and not an enforcement body. Vice-Camlin added that the Commission only has enforcement authority for properties on the National Historic Register.

Commissioner Ambrose suggested approving the application only to repaint wood, non-brick trim, and metal in order to repair only the non-brick surfaces.

Ms. Anderson stated that she will contact the applicant to outline the conditional requirements and request that the applicant attend the next meeting to answer any further questions from the Commission.

Commissioner Colella moved to recommend approval of the Façade Improvement Grant to paint the cornice and windows, excluding any brickwork, in the amount of \$3,067.50. Commissioner Burroughs seconded the motion. The motion passed unanimously.

IV. Historic District Commission and Public Comments

Ms. Gerhard introduced Mr. Depo, Director of Community Planning and Development.

Commissioner Ambrose asked Ms. Anderson about the Façade Improvement Grant program advertisement. Ms. Anderson replied that addresses within the City's National Historic District received a brochure mailing with information about the program.

V. Adjournment

Vice-Chair Camlin made a motion to adjourn. The Commission adjourned at 8:28 PM.

Dean Camlin, Vice-Chair
Westminster Historic District Commission