CITY OF WESTMINSTER
HISTORIC DISTRICT COMMISSION
SPECIALi 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