



CITY OF WESTMINSTER HISTORIC DISTRICT COMMISSION MEETING SUMMARY

Wednesday, July 1, 2020, at 7:00 PM

Virtual meeting via Zoom and broadcasted live on the City Facebook page

A meeting of the City of Westminster Historic District Commission was held virtually via Zoom and broadcasted live on the City Facebook page on July 1, 2020, at 7:00 PM.

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 Sandy Anderson, Andrea Gerhard, Andrew Gray, and Samantha Schlitzer were also present.

Approval of Minutes

Vice-Chair Camlin moved to approve the revised meeting summary for June 3, 2020. Commissioner Wagman seconded the motion. The motion passed unanimously.

New Business

Chair McMasters opened New Business Item A – Historic District Commission Rules of Order and Procedure. Mr. Gray provided background information and presented the draft Rules of Order and Procedure. He added that staff took into consideration information contained in the Charter and Code of the City of Westminster, Maryland State Law, current Commission practice, and information from other historic district commissions in Maryland.

The Commission discussed detailed requirements they would like added to specific applications for different tax credits, rather than adding them to this policy document.

Vice-Chair Camlin moved to approve the draft Rules of Order and Procedure as presented. Commissioner Wagman seconded the motion. The motion passed unanimously.

Chair McMasters opened New Business Item B – 2020 Commission Membership to the Maryland Association of Historic District Commissions. Mr. Gray noted that the City is renewing this membership at a cost of \$150.00.

Vice-Chair Camlin moved to approve the HDC membership renewal. Commissioner Wagman seconded the motion. The motion passed unanimously.

Historic District Commission and Public Comments

Chair McMasters thanked Vice-Chair Camlin for his years of dedication to the HDC. His extensive knowledge of the field will be greatly missed.

Chair McMasters then reported on attending the Heart of the Civil War Heritage Committee meeting. She supported the committee in keeping applicant requirements to a minimum and not adding additional rules to deter interested parties.

Mr. Gray reminded everyone about completing the 2020 United States Census as soon as possible.

Adjournment

Chair McMasters made a motion to adjourn. The Commission adjourned at 7:47 PM.