



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

**Wednesday, November 7, 2018, at 7 PM  
City Hall, 1838 Emerald Hill Lane**

A meeting of the City of Westminster Historic District Commission was held at City Hall, 1838 Emerald Hill Lane in Westminster, Maryland 21157, on November 7, 2018, at 7 PM.

### **I. Call to Order**

Chair Kristen McMasters read the statement of authority into the record.

Chair Kristen McMasters, Commissioner Suzanne Albert, Commissioner Steve Colella, and Commissioner Kevin Wagman were present. City staff Sandy Anderson, Andrew Gray, and Bill Mackey were also present.

### **II. Approval of Minutes**

Commissioner Wagman made a motion to accept the meeting summary for October 3, 2018, as written. Commissioner Albert seconded. The motion passed unanimously.

### **III. Old Business**

None

### **IV. New Business**

Chair McMasters introduced New Business Item A – Façade Improvement Applications. Mr. Gray provided background information and an overview of the façade improvement applications received by the City as of Wednesday, October 31, 2018, at 4:30 PM. Staff recommended the Historic District Commission review the attached façade improvement applications, recommend the ranking of each proposed project using the score sheet provided, and recommend the funding level for each proposed project.

The Commission went through all six applications received as of Wednesday, October 31, 2018, at 4:30 PM, which included applications for 91 West Main Street, 25 Liberty Street, 1-7 East Main Street, 114 East Main

Street, 14-16 West Main Street, and 28-30 West Main Street. The Commission ranked each proposal based upon the expected increase in property value, historical features-preserved, percentage of private investment vs. public, if the project will be completed within six months, and if the applicant is a first time grantee.

Commissioner Colella made a motion to recommend applications #1, #2, and #3 to the proportionate aggregate scores assigned by the HDC. Commissioner Wagman seconded. Commissioner Colella then recused himself from voting on application #3. The motion passed 4-0 for applications #1 and #2. The motion passed 3-0 for application #3.

Commissioner Colella made a motion to recommend application #4 to the proportionate aggregate scores assigned by the HDC. Commissioner Wagman seconded. The motion passed 4-0.

Commissioner Colella made a motion to recommend application #5 to the proportionate aggregate scores assigned by the HDC. Commissioner Wagman seconded. The motion passed 3-1.

Commissioner Colella made a motion to recommend application #6 to the proportionate aggregate scores assigned by the HDC. Commissioner Wagman seconded. The motion passed 4-0.

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

Commissioner Colella updated the Commission on his new employment.

Chair McMasters mentioned how she is going to be on the Heart of the Civil War Heritage Area Advisory Council.

#### **VI. Adjournment**

Chair McMasters made a motion to adjourn. The Commission adjourned at 9:44 PM.

  
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Kristen L. McMasters, Chair  
Westminster Historic District Commission