



Thomas E. Dugan, Chair

CALVERT COUNTY HISTORIC DISTRICT COMMISSION

150 Main Street
Prince Frederick, Maryland 20678
410-535-2348 • 301-855-1243
Fax: 410-414-3092

Board of Commissioners
Earl F. Hance
Mike Hart
Thomas E. Hutchins
Kelly D. McConkey
Steven R. Weems

Calvert County Historic District Commission

Summary of Actions

January 9, 2019

MEMBERS PRESENT: Thomas Dugan, Chairperson
William Bass, Vice Chair
Scott Montgomery, Secretary
Timothy Davis
Robert Evans
Cynthia Fehr
Michael Kent

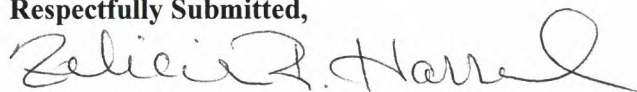
STAFF PRESENT: Kirsti Uunila
Felicia Harrod

GUEST: Tiffany Durbin

1. **Meeting Called To Order:** Mr. Dugan called the regular HDC meeting to order at 4:33 p.m. in the Planning & Zoning Conference Room, Suite 300 in the Calvert County Services Plaza, Prince Frederick, Maryland under the authority of Chapter 57 of the Calvert County Code and the Land Use Article of the Maryland State Code. He indicated that all members are qualified and resumes are on file with the county. He announced his name and position on the board. The attending HDC members and staff announced their names and positions.
2. **Review and Action on the December 12, 2018 Meeting Minutes:**
 - A. **December 12, 2018 Minutes:** The HDC reviewed the Minutes of the December 12, 2018 Meeting. Mr. Bass **MOVED** that the HDC **APPROVE** the December 12, 2018 Minutes as written. Mr. Davis **SECONDED** the **MOTION**. The **MOTION** passed unanimously.
3. **HAWP & Historic District Review Updates:**
 - A. **White Hall Historic District – (CT-84/HD 1976-06) – Concept Review Update:** The new property owner, **Tiffany Durbin**, came before the HDC with a proposal to relocate and restore a barn that is currently on the property of White Hall, as well as to restore other outbuildings on the property. The barn that is to be restored would be relocated to another area on the property, and salvaged materials from a barn that was blown down would be used in that project. The HDC reviewed the Concept Plan and provided Ms. Durbin with suggestions from the Calvert County Historic District Design Guidelines, and the Secretary of Interior's Standards.
4. **Review of Proposed Development Projects:** Staff discussed with the HDC all proposed projects submitted to the department for review. The HDC concurred with staff recommendations and findings.

5. **Training Minute:** Staff informed the HDC Members that all Calvert County Government Board Members and staff are required to attend an Ethics Training. Staff will provide the HDC members with the schedule of the Ethics Training list of dates and times. Ms. Uunila encouraged the HDC Members to attend the Sustainability Module Training that she will be presenting to the St. Mary's County Government on January 24, 2019 in Leonardtown, MD.
6. **Old Business – Items for Action/Discussion:**
 - A. **Condition of Structures within Calvert County Historic Districts:** None to Report
 - B. **Cemetery Protection Ordinance:** None to Report
 - C. **Historic Rural Roads:** None to Report
 - D. **CLG FY 2017:** The Public Program section in part of the CLG FY 2017 grant project is still pending.
 - E. **CLG FY 2018 Grant:** Elizabeth Hughes, Maryland State Historic Preservation Officer, signed the CLG FY 2018 Grant Agreement to fully execute the grant. Staff is working with the Procurement staff to complete an RFP and move forward to hire a contractor to survey up to twenty-seven (27) properties for the Maryland Inventory of Historic Properties (MIHP). Staff is responsible for updating MIHP forms for 18 properties.
 - F. **CLG Underrepresented Community Grant:** A response from the National Park Service regarding the county's submittal of the National Register of Historic Places nomination form is still pending.
 - G. **BOCC and HDC Report:** None to Report
7. **New Business – Items for Action/Discussion:**
 - A. **HDC Election of Officers:** The HDC held elections for the 2019 slate of officers. Mr. Dugan was re-elected as Chair, Mr. Bass was re-elected as Vice Chair, and Mr. Montgomery was re-elected as Secretary.
8. **Updates on On-Going Projects:** The HDC agreed to submit a new CLG FY 2019 Grant application to continue survey of the Calverton Site. In addition, Ms. Uunila made it known that the Calvert County Government has purchased ground penetrating radar. Ms. Uunila has been coordinating with the county's Technical Services GIS and Public Works staff to use the device in assist in archaeological assessment.
9. **Staff Report:** Ms. Uunila presented a verbal report of her activities to Members.
10. **Reports:**
 - A. **Chairman's Report:** Mr. Dugan announced that he would not seek election as chair of the HDC in 2020.
 - B. **Secretary's Report:** Mr. Montgomery announced the move of the 143-year-old synagogue located in Washington, DC. The 1876 structure will be opened as the Lillian & Albert Small Jewish Museum and dedicated to the interpretation of Jewish life in Washington, DC.
11. **Members' Matters:** None to Report
12. **Public Comment:** None to Report
13. **Adjourn:** Mr. Bass **MOVED** to adjourn the meeting at 6:07 pm. Mr. Montgomery **SECONDED** the **MOTION**. The HDC **VOTED** to adjourn the meeting by a unanimous vote.

Respectfully Submitted,



Felicia R. Harrod
HDC Administrative Aide