

CECIL COUNTY HISTORIC DISTRICT COMMISSION
MEETING MINUTES
January 6, 2015

Present: Dawson, Mike; Diggins, Milt; Dixon, Mike; Edwards, Ron & Audrey; Folk, Patricia; Simpser, Nancy; Black, David; Sennstrom, Eric

Call to Order: Chairperson Folk called the meeting to order at 2:58 p.m.

Approval of Minutes: Motion was made by Mike Dawson to approve the October 2014 meeting minutes. Motion was seconded by Audrey Edwards. All members present voted in favor of motion. Motion carried.

Old Business: Chairperson Folk asked Director Sennstrom to provide an update on the status of the two recent applications for historic designation. Director Sennstrom reported that both Hebron's Gift and Cross Keys Tavern were on the January 6, 2015 County Council meeting agenda for their public hearings. County Council will decide whether or not to designate them as historic structures at their January 20, 2015 legislative session. He reported that the applications had received favorable recommendations from the Planning Commission.

Chairperson Folk inquired as to whether Pat Conway, Director of Permits & Inspections, had responded to the Historic District Commission's letter of September 2, 2014 regarding Chapter 157 of the Code of Cecil County. Director Sennstrom stated that Mr. Conway was of the opinion that no changes to the chapter were warranted at this time.

New Business: Chairperson Folk inquired as to whether any new applications for historic designation had been received. Director Sennstrom responded in the negative. Chairperson Folk indicated that a property owner may be submitting a nomination in the near term future.

At Chairperson Folk's request, Director Sennstrom provided a summary of the contents of Article III, Chapter 337-6 through 337-10 of the Code of Cecil County which contains the Historic Property Tax Credit criteria.

Discussion ensued on the policy regarding the cancellation of HDC meetings. The HDC agreed to meet on April 7th, July 7th, and October 6th during calendar year 2015.

David Black provided a briefing on the map he created regarding the properties that have received local historic designation. The map was favorably received by the HDC.

Discussion ensued regarding public outreach and the HDC's contact with entities such as Elk Landing and the Bainbridge Museum. Mike Dixon suggested that the HDC compile an annual report at the conclusion of the calendar year for presentation to the County Executive and County Council. The purpose of the report would be to summarize the HDC's activities and to raise its profile. Mr. Dixon also suggested periodic meetings with HDC's from the various municipalities.

Adjournment: Chairperson Folk adjourned the meeting at 3:47 pm.

The next meeting is scheduled for Tuesday, April 7, 2015 at 3:00 p.m.

Respectfully submitted:

Eric S. Sennstrom, Director – Planning & Zoning

CECIL COUNTY HISTORIC DISTRICT COMMISSION
MEETING MINUTES
April 7, 2015

Present: Dixon, Mike; Edwards, Ron & Audrey; Folk, Patricia; Sennstrom, Eric

Absent: Dawson, Mike; Diggins, Milt; Simpers, Nancy

Call to Order: Chairperson Folk called the meeting to order at 3:00 p.m.

Approval of Minutes: Chairperson Folk asked for a motion to approve the January 2015 meeting minutes. The HDC approved the minutes by acclamation.

New Business: Director Sennstrom indicated that he was in receipt of a request from Timothy and Penny Woolley, owners of the Cross Keys Tavern, to have the County's Historic Property Tax Credit applied to their recently designated structure. Director Sennstrom presented the Woolley's documentation in support of their request as well as the excerpt from the Code of Cecil County (Chapter 337, Article III, Sections 337-6 through 337-10) detailing the Historic Property Tax Credit. He indicated the Woolley's documentation shows that \$10,734.05 has been spent which would afford a property tax credit of \$1,073.41. The HDC perused the material and discussion ensued regarding the request.

Motion was made by Mike Dixon to recommend approval of the granting of the Historic Property Tax Credit in the amount of \$1,073.41. Motion was seconded by Ron Edwards. All members present voted in favor of motion. Motion carried.

Old Business: Chairperson Folk reported that she had been reviewing the January 2015 meeting minutes and wanted to revisit two suggestions made at that meeting by Mike Dixon. These suggestions were to create an annual report to present to the County Executive and County Council of the HDC's activities during the previous calendar year and to arrange a meeting or series of meetings with the eight municipalities to attempt to create enthusiasm in the Town's for historic preservation. Discussion ensued regarding potential speakers who would be able to provide an overview of what is happening throughout the State in various towns. Audrey Edwards suggested that Director Sennstrom should call Elizabeth Hughes at the Maryland Historical Trust to see if she would be interested in being the speaker. Director Sennstrom indicated that he would contact Ms. Hughes to gauge her interest.

Motion was made by Ron Edwards to move forward with the annual report and with the meeting with the municipalities. Motion was seconded by Mike Dixon. All members present voted in favor of motion. Motion carried.

Adjournment: Chairperson Folk adjourned the meeting at 3:30 p.m.

Next Meeting: July 7, 2015, 3:00p.m., Bainbridge Room, County Administration Building

Respectfully submitted,

Eric S. Sennstrom, Director – Planning & Zoning

CECIL COUNTY HISTORIC DISTRICT COMMISSION
MEETING MINUTES
July 7, 2015

Present: Dawson, Mike; Diggins, Milt; Dixon, Mike; Edwards, Ron & Audrey; Folk, Patricia; Sennstrom, Eric

Absent: Simpers, Nancy

Call to Order: Chairperson Folk called the meeting to order at 3:00 p.m.

Approval of Minutes: Chairperson Folk asked if everyone had read the April meeting minutes and whether there were any revisions or edits. There being none, the Historic District Commission (HDC) approved the minutes by acclamation.

Old Business: Chairperson Folk inquired as to whether the members of the HDC had had an opportunity to peruse the draft Annual Report prepared by Director Sennstrom. Director Sennstrom indicated that the report was created using the suggestions of Mike Dixon that it be concise and detailed. The HDC was satisfied with the form and content of the draft report. Chairperson Folk requested that Director Sennstrom send the report to the County Executive.

Chairperson Folk inquired as to whether Director Sennstrom had contacted the Maryland Historical Trust (MHT) regarding the contemplated meeting with the municipalities regarding historic preservation activities throughout the State. Director Sennstrom indicated that he had spoken with Ms. Elizabeth Hughes, Acting Director of MHT concerning the meeting. Ms. Hughes indicated that Nell Ziehl of MHT and Melanie Lytle of the Maryland Association of Historic District Commissions (MAHDC) would most likely be pleased to attend. He indicated that Ms. Ziehl and Ms. Lytle had contacted him by email expressing their desire and willingness to attend the meeting with the municipalities. Discussion ensued regarding an appropriate time to meet and whom to invite. The HDC decided to meet in the Perryville Room of the Cecil County Administration at 6:00 p.m. on Tuesday, October 6, 2015 and to invite the mayors of each town as well as a representative of their local historic district commissions. The HDC asked Director Sennstrom to coordinate the invitations to the invitees.

New Business: Chairperson Folk inquired as to whether there had been any requests for applications to nominate a historic structure or site. Director Sennstrom replied in the Negative.

Chairperson Folk requested that Director Sennstrom provide a briefing on the request of Susan Shannon to take advantage of the County's Historic Property Tax Credit as contained in Chapter 337, Article III, § 337-6 through 337-10 of the Code of Cecil County.

Director Sennstrom provided an itemized breakdown of the costs provided by Ms. Shannon for her restoration and preservation efforts of the locally designated "Brickhouse II". He indicated that based on the data provided by Ms. Shannon, a credit in the amount of \$2,572.04 could be recommended to the County Council. The HDC perused the documentation and discussed the eligibility of the various expenses. A motion was made by Mike Dawson to recommend that County Council grant a property tax credit in the amount of \$2,572.04 to Ms. Shannon. Mike Dixon seconded the motion. All members present voted in favor of the motion. Motion carried.

Audrey Edwards indicated that she and Ron Edwards will be submitting a request for the Historic Property Tax Credit for the Thomas Richards House.

Adjournment: Chairperson Folk adjourned the meeting at 3:35 p.m.

Next Meeting: Tuesday, October 6, 2015

Respectfully submitted:

Eric S. Sennstrom, Director – Planning & Zoning

CECIL COUNTY HISTORIC DISTRICT COMMISSION

MEETING MINUTES

October 6, 2015

Present: Diggins, Milt; Dixon, Mike, Edwards, Ron & Audrey; Folk, Patricia; Simperts, Nancy; Sennstrom, Eric

Absent: Dawson, Mike

Guests & Observers: Alt, Rob – Mayor of Elkton; Lytle, Melanie – Maryland Association of Historic District Commissions; Minner, Jean – Elkton Town Planner; Newton, Paula – Elkton Historical Commission; Vennell, Betsy – North East Town Planner; Ziehl, Nell – Maryland Historical Trust

Call to Order: Chairperson Folk called the meeting to order at 6:05 p.m.

New Business: Chairperson Folk welcomed the attendees to the meeting and provided a brief summary of the purpose of the meeting. The Historic District Commission (HDC) had invited Ms. Lytle and Ms. Ziehl to come to Cecil County to provide elucidation to the HDC and the municipalities as to historic preservation activities and initiatives around the state for the edification of the HDC and the towns.

Ms. Ziehl proceeded to present a powerpoint presentation regarding historic preservation and the crucial role it plays in Maryland as well as the legal foundation found in the Land Use Article of the Annotated Code of Maryland. She also summarized funding and grant opportunities available to assist with historic preservation efforts. Ms. Lytle provided a powerpoint presentation regarding the role of HDC's in their communities and the finer nuances of HDC activities relative to legal requirements and the discharge of their duties. She also provided an overview of training opportunities provided by the MAHDC.

Chairperson Folk opened the meeting up to questions from the members of the audience. Discussion ensued regarding the information imparted in the two presentations and issues relating to specific situations in the Towns and the County.

Adjournment: Chairperson Folk adjourned the meeting at 7:40 p.m.

Next meeting: Tuesday, January 5, 2016

Respectfully submitted:

Eric S. Sennstrom, Director – Planning & Zoning