



THE CITY OF FROSTBURG

Historic District Commission Meeting Minutes

Monday, March 09, 2026 at 6:00 PM

Frostburg Municipal Center Meeting Room 100
37 S. Broadway, Frostburg, MD 21532

1. Call to Order

Chair Dawn Hein called the meeting to order at 6:01 P.M.

2. Pledge of Allegiance

3. Authority

The Maryland Land Use Article empowers Frostburg's Historic District Commission to implement the City's Historic Preservation Overlay District according to the regulations set forth in the Frostburg Zoning Ordinance. All meetings of this Commission are open to the public and are conducted in compliance with Maryland's Open Meetings Act.

4. Statement of Purpose

The Frostburg Historic District Commission is charged with the preservation of historic structures and the surroundings within the designated district in order to safeguard the heritage of the City, stabilize and improve property values, strengthen the local economy and foster civic beauty.

6. Approval of the Agenda

A. Motion and Second to Approve the Agenda for the March 2026 Meeting.

Vice Chair Joseph Hoffman made a motion to approve the March 2026 agenda as presented. The motion was seconded by Commissioner Determan, a vote was taken, and the agenda was unanimously approved.

7. Approval of the Minutes

A. Minutes from the February 2026 Meeting.

Motion and Second to Approve the Minutes for the February 2026 Meeting.

Commissioner Rephan made a motion to approve the February 2026 minutes as presented. The motion was seconded by Vice Chair Hoffman, a vote was taken, and the minutes were unanimously approved.

8. Project Presentations

9. Old Business

A. 76 Unboxed - Historic District Management Platform - Test Community

Layne Thompson of JMA Resources, Inc. was on-hand to give an overview and update on the status of the 76 Unboxed website launch. Mr. Thompson stated that the website is not only a catalogue of the properties for the entire Frostburg Historic District, but is also a collaborative environment where discussion groups can be held, and can also publicize the Historic District to other communities that utilize the platform. Mr. Thompson stated that staff members of JMA Resources, Inc. came to visit Frostburg and took photos of approximately 200 properties in the Historic District and that the system is now live and in "Test Mode".

Mr. Thompson discussed both the current and future planned website functionality with the Commission members. Additionally, Kelly Mears, a Frostburg resident and candidate for

Finance Commissioner of the City of Frostburg, was in attendance and asked questions pertaining to the website and related activities.

B. Discussion on Updates to the Historic District Guidelines

Staff and Commission members discussed proposed updates to the Historic District Guidelines, as was discussed at the previous meetings in October and February. As examples of potential updates to the guidelines, staff had researched the guidelines from some of the other municipalities in the region, which included Cumberland, Hagerstown, and Frederick.

Commission members discussed the need to update the Historic District Guidelines, the potential for hiring a consultant to work on a comprehensive update to the guidelines that would be similar to those of Cumberland, Hagerstown, and Frederick, and potential funding sources for such an update. The Commission stated that while there is a need to look at the entirety of the Historic District Guidelines, we can update the guidelines pertaining to Demolition projects in the meantime until we are able to do a comprehensive update.

Hearing no further discussion, Vice Chair Hoffman made a motion to review the guidelines of Cumberland, Hagerstown, and Frederick over the next month, to be prepared for the next meeting to make suggestions or changes that should be included in an update to Frostburg's Historic District Guidelines. Commissioner Brewer seconded the motion, a vote was taken, and the motion was unanimously approved.

10. New Business

Vice Chair Hoffman began a discussion on potential public workshops for the 76 Unboxed website. Commission members and staff discussed various potential events to hold public workshops, including the Spring Arts Walk event on April 25, and the City of Frostburg's "The Scoop" event. Staff also provided information cards to Commission members for the 76 Unboxed website, which contain a QR code for the website.

11. Adjournment

Commissioner Determan made a motion to adjourn the meeting. This motion was seconded by Commissioner Brewer, and Chair Hein officially adjourned the meeting at 7:28 P.M.