

HISTORIC DISTRICT COMMISSION ANNUAL REPORT

Accomplishments for FY26 (July 1, 2025 – June 30, 2026)

Regulatory and Review Authority

- Conducted 12 Certificate of Approval reviews. 11 of the applications were approved.
- Conducted 10 Evaluation of Significance reviews for the purpose of demolition. 1 was recommended for historic designation.
- Conducted 2 Courtesy Reviews for the benefit of the applicant.
- Received 7 Montgomery County Tax Credit applications for processing.

Public Education and Outreach Activities

- Sent tax credit reminders and applications to all historic property owners.
- Developed language for historic marker at the Twinbrook Pool.
- Distributed bronze historic markers to 5 properties.
- Provided feedback to the Department of Recreation and Parks during the development of the King Farm Farmstead Master Plan.

HDC Member Trainings

- National Alliance of Preservation Commissions (NAPC) *Virtual Summer Short Course*.
- National Alliance of Preservation Commissions (NAPC) *“Historic Context Studies: Putting the People in Preservation.”*

HDC Administration/Staff Actions

- Administratively approved 12 Certificate of Approval applications.
- Completed Certified Local Government (CLG) FY25 Annual Report.
- Transitioned historic property tax credit applications to the MyGovernmentOnline (MGO) platform.
- Developed revisions to the historic preservation sections of the Zoning Ordinance as a part of the broader Zoning Ordinance Rewrite project. Presented these recommendations to the Planning Commission and Mayor and Council to be included in the new Zoning Ordinance, adopted on June 29, 2026.
- Developed standard operating procedures (SOPs) for historic preservation regulatory reviews.
- Updated our inventory of locally designated historic properties database.
- Assessed the time spent and value provided doing regulatory reviews as part of a department-wide fee study analysis.
- Accepted grant award from the Maryland Heritages Areas Authority for Phase 2 of the Avery Road Colored Cemetery project. Issued a solicitation for and selected an archaeology consultant for this phase of the project.
- Reviewed and completed signoffs on projects in Permit Plan/MGO.

- Prepared HDC meeting agendas, reports, and minutes.
- Updated the Historic Preservation webpages to ensure accurate and up to date information.
- Reviewed Natural Resources Inventories / Forest Stand Delineations (NRI/FSD) for historic preservation impacts.
- Consulted and made recommendations to the Development Review Committee.

HDC Staff Activities / Professional Development

- Served on the Board of Maryland Association of Historic District Commissions (MAHDC).
- Attended Maryland Historical Trust Preservation Planner Roundtable.
- Attended 2-day Webinar “NAPC Virtual Summer Short Course.”

Objectives for FY27 (July 1, 2026 – June 30, 2027)

Regulatory and Review Authority

- Review and make decisions Certificate of Approval applications within the 45-day time period established by state law.
- Review Evaluation of Significance applications within the 210-day period established by state law.
- Conduct Courtesy Reviews in a timely fashion to provide potential applicants with feedback on their project(s).
- Review and recommend Montgomery County Tax Credit applications.
- Develop updated procedures for the timely review of Certificates of Administrative Approval, given the adopted Zoning Ordinance’s expansion of alterations eligible for administrative approval.

Public Education and Outreach Activities

- Install historic marker sign at Twinbrook Pool.
- Continue historic plaque program for homeowners, providing designated properties with a bronze plaque to display on the exterior of their property. Order additional plaques as needed for historic properties that are missing their marker.

HDC Member Activities

- Attend National Trust for Historic Preservation webinars and trainings, as needed and appropriate.
- Attend Maryland Association of Historic Districts (MAHDC) trainings, as needed and appropriate.
- Attend National Alliance of Preservation Commission (NAPC) trainings, as needed and appropriate.

HDC Administration/Staff Actions

- Review and provide comment for Section 106 Program referrals, as needed.
- Continue assessment of the Avery Road Colored Cemetery and Benjamin Smith Homestead sites through various non-destructive means to confirm the existence of any below grade resources.
- Continue to identify funding opportunities to supplement the needs of the Historic Preservation Division.