



HOWARD COUNTY CEMETERY PRESERVATION ADVISORY BOARD

3430 Court House Drive ■ Ellicott City, Maryland 21043

Administered by the Department of Planning and Zoning

www.howardcountymd.gov
410-313-2350
FAX 410-313-3042
TDD 410-313-2323

March 2022 Minutes

Tuesday, March 8, 2022; 10:00 -11:00 a.m.

The bi-monthly meeting of the Cemetery Preservation Advisory Board was held as a hybrid meeting both virtually as a web meeting/conference call and in person. All cases are public meetings unless otherwise indicated. All inquiries should be made to: 410-313-2350.

Members Present: Liz Larney, Chair; Chip Plitt; Fred Dorsey; Mike Bennett; Roberta Kelly

Staff Present: Beth Burgess, Lauren McDonald

Public:

Board Updates

- Minutes – Ms. Larney asked if the members present had read the January 2022 minutes, and if there were any corrections or a motion to approve them. Ms. Kelly moved to approve the January 2022 minutes. Mr. Plitt seconded. The motion was unanimously approved.

CPAB Administration/Board Updates

- **FY22 Grant Cycle**

Ms. Burgess informed the Board that the application deadline was March 3 and there were 11 applicants. Ms. Burgess is working with the Genealogical Society and will schedule a virtual meeting with the grant committee members in the next couple weeks. Ms. Burgess presented a summary of the grant applications received. Ms. Burgess mentioned to the Board that many applicants did not request 50% of the total project cost but rather requested the entire project amount. When award letters are sent to the applicants, staff will ensure the letter mentions that applicants must provide a 50% match for the project and the grant committee will need to take this into account when making their grant award decisions. This year, to ensure that awarded funds are used, staff will ask recipients to confirm that they intend to move forward with the project after receiving the award. If not, funds can be redesignate to other projects. Staff will update the Board at the May meeting on grant recipients and funding.

- **National Association of Counties (NACo) Submittal**

Ms. Burgess summarized the Department of Planning and Zonings (DPZs) recent submittal for an Achievement Award from the National Association of Counties (NACo). Staff applied to recognize the CPAB and the cemetery grant program under NACo's Art's Culture and Historic Preservation

Achievement Award category. Award notification is at the end of April so staff should have an update for the Board at the May meeting.

- **Statewide Database Update**

Ms. McDonald attended a meeting led by MHT to discuss a statewide cemetery database. The goal is to include cemeteries as a data layer in MHT's MEDUSA mapping tool. Ms. McDonald informed the Board that there is discussion of a second meeting in late April. Ms. Kelly asked if there were any discussions at this meeting about how people can enter information into this database. Ms. McDonald explained that the State Highway Administration (SHA) has a cemetery mapping application for people to enter cemeteries and associated information. There was discussion at the meeting about how MHT can integrate the data from SHA's application into the cemetery layer in MEDUSA. Staff will forward the invitation for the next meeting to the Board.

Cemetery Updates

- **Locust United Methodist Church Cemetery (#41-1)**

Ms. Kelly expressed concern related to the addition and associated sidewalk proposed at the Locust United Methodist Church. In summary, a sidewalk from an emergency exit door off the proposed addition is required by the County and the sidewalk will come within 10 feet of a gravesite. Ms. Burgess confirmed this project is currently in review by DPZ. Ms. Burgess mentioned this project came before the Board in May of 2018 for advice but the sidewalk was not part of that plan. Ms. Burgess reviewed the proposed plan that was presented to DPZ and submitted comments recommending ground penetrating radar (GPR) to ensure the sidewalk will not encroach on any gravesites. Ms. Burgess is not aware of any final decisions or approvals related to this proposed plan but will continue to monitor and update the Board accordingly.

- **McKenzie Family Cemetery (#17-4)**

Ms. Kelly mentioned that she spoke to the family currently maintaining the cemetery. The family inquired if the County would provide a marker or some form of fencing around the cemetery. Ms. Kelly referred them to the Trader Foundation grant. Ms. Larney asked if the County received a grant application for this cemetery. Ms. Burgess confirmed there was no County grant application received from this cemetery and the County does not provide markers, fencing, or such on non-County owned properties.

Closing:

Mr. Plitt moved to adjourn the meeting. Ms. Kelly seconded. The motion was unanimously approved.

Reminders:

The next meeting will be May 10, 2022 at 10am both virtual and at George Howard Building.