



# City of Salisbury – Wicomico County

DEPARTMENT OF PLANNING, ZONING AND COMMUNITY DEVELOPMENT

P.O. BOX 870

125 NORTH DIVISION STREET, ROOMS 203 & 201

SALISBURY, MARYLAND 21803-4860

410-548-4860

FAX: 410-548-4955



JACOB R. DAY  
MAYOR

JULIA GLANZ  
CITY ADMINISTRATOR

BOB CULVER  
COUNTY EXECUTIVE

R. WAYNE STRAUSBURG  
DIRECTOR OF ADMINISTRATION

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## MINUTES

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The Salisbury-Wicomico Planning and Zoning Commission met in special session on August 10, 2017 in Room 301, Council Chambers, Government Office Building, with the following persons in attendance:

### COMMISSION MEMBERS:

Charles "Chip" Dashiell, Chairman  
Scott Rogers  
Marc Kilmer  
Newell Quinton  
James McNaughton  
Jack Heath (Absent)  
James Thomas

### CITY STAFF:

Henry Eure  
Anne Roane

### PLANNING STAFF:

Gloria Smith, Planner  
Marilyn Williams, Technical Services Review



The meeting was called to order at 1:30 p.m. by Mr. Dashiell, Chairman.



**MINUTES:**

Upon a motion by Mr. Rogers, seconded by Mr. Thomas, and duly carried, the Commission **APPROVED** the minutes of the July 20, 2017 meetings as submitted.

**#SP-1706 - PUBLIC HEARING – SALISBURY ZONING MAP AMENDMENT – To Amend the Camden Historic District Boundaries. -,**

Mrs. Susan Phillips, Director of Salisbury Housing and Community Development came forward. Mr. Lenox read the ad, administered the oath and presented the Staff Report. He summarized the report explaining that the proposed boundary amendments are specifically about the Camden Historic District. Certain properties are proposed for removal from the regulatory requirements of the District. These amendments have been brought up in the past by residents. Many of the affected structures are not contributing structures to the district. The Historic regulations may discourage maintenance or upgrade of the structures. This action takes them out of the Historic review process under the Salisbury Historic District Commission. Most are residential. The Historic District Commission has made a favorable recommendation.

Mrs. Phillips repeated that the areas to be removed from the Camden Historic District were not contributing structures. She has talked with Maryland Historical Trust. Property owners have asked for many years for the Camden boundaries to be scaled back. She explained further that new City Guidelines were being prepared. This would help property owners who may be struggling financially.

Dr. McNaughton asked who terms the structures as "Non Contributing". Mrs. Phillips explained that the Historic Commission makes that determination.

Mrs. Cheryl Meadows, Executive Director of Salisbury Neighborhood Housing came forward. She explained that SNHS has been working in this area of Camden for 20 years. They are very pleased to see the City taking steps to encourage additional investment in this area. The Historic standards discourage investment and re-investment in properties.

Mrs. Meadows explained that she would like to see the boundaries modified further to exclude both sides of Smith Street from Newton to North Boulevard. She cited Assessment data and noted that a number of the

houses have vinyl windows. The structures are no more or less historic than the other properties being excluded. She discussed side-by-side properties on Ohio Avenue. She encouraged the Commission to send a recommendation to the Council that excludes additional area.

Mr. Timothy Meagher, 221 Middle Boulevard, Salisbury came forward. He explained that he commended Mrs. Phillips and her staff. He had been before the Historic Commission three times. He purchased his home right after the Historic designation. His focus has been on the structure, but the regulations do not only include the structure but also the yard. It doesn't just include the exterior of the house.

Mr. Meagher discussed Waverly Drive and the commercial vs. the residential side. He strongly recommended approval. He noted that he had personally requested the change. It would be good for owners and maintenance. He thanked the Commission for listening.

Mr. Thomas asked about the change of the boundaries and about the 5 properties between North and South Boulevards.

Mrs. Meadows explained the number of owner-occupied residences and explained that she had not spoken with any owners. The rest of the area is 98 percent rental and the landlords would be happy.

Mr. Dashiell asked about Commission amendments to the initial proposal. Mr. Lenox explained that the Public Notice was broad enough to permit the Commission to modify the recommendation.

Mrs. Phillips stated that she was comfortable representing the Salisbury Historic Commission. The Commission is OK with everything except removing anything along Camden Avenue.

Discussion followed regarding a visual of the expanded area, about properties on Newton Street, and about advertising and sufficient notice.

Mr. Lenox asked if the Commission wanted to get the endorsement of the Salisbury Historic Commission. Mr. Dashiell stated that they wanted to know the exact boundaries. Mr. Lenox suggested the public hearing could be continued to September.

Mrs. Phillips explained that there was a grant deadline for adoption of the City Guidelines. Mrs. Meadows asked if it was possible to request an extension on the grant. Mrs. Phillips stated that they were already under an extension.

Upon a motion by Mr. Rogers, seconded by Mr. Thomas and duly carried, the Commission forwarded a favorable recommendation to the Mayor and City Council for approval of the amended Camden Historic District boundaries as initially proposed, and included encouragement for consideration of the boundaries proposed by the Salisbury Neighborhood Housing Service.



**#SP-1607 SIGN PLAN APPROVAL – 1305 South Salisbury Blvd. Shopping Center, represented by Phillips Signs - - M-117, P-3120, G-3**

Mr. Gary Spence of Phillips Signs came forward. Mrs. Gloria Smith presented the Staff Report and explained that the applicant proposes channel letters either on a raceway or on the building with a halo. A long list of colors was submitted.

She also explained that the shopping center had been approved with multiple colors of Dryvit on the building. Therefore, the Staff was not recommending a specific list of sign colors.

The ground sign design had also been submitted. Staff recommended approval of the Sign Plan as submitted with color approval to be by the landlord or his representative.

Mr. Eure suggested removing the halo and approving channel letters.

Upon a motion by Mr. Rogers, seconded by Mr. Kilmer, and duly carried, the Commission approved the proposed Sign Plan, including the ground sign, as amended.



**COUNTY SUBDIVISION:**

**Daniel & Melissa Calloway      Prel/Final      Open Space Relocation**

Mrs. Gloria Smith presented the Staff Report. She summarized the report explaining that the applicants propose relocation of 18,803 sq. ft. of platted Forest Conservation Area and Open Space. This will allow for location of a second sewage reserve area on the lot that is much closer to the road. The

existing sewage area is at the rear of the property and causing a hardship for development of the property. Further approval of the Forest Conservation and Open Space Area relocation is required by the County Council at a Public Hearing.

Upon a motion by Mr. Rogers, seconded by Mr. Thomas, and duly carried, the Commission **APPROVED** the Preliminary/Final Plat for the Clark Subdivision, for Relocation of the Forest Conservation and Open Space area, subject to the following Conditions of Approval:

**CONDITIONS:**

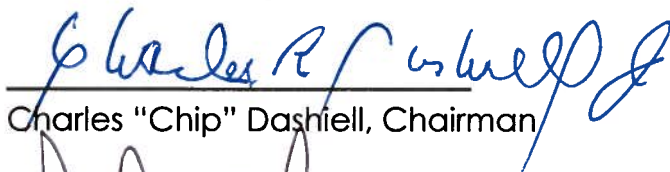
1. Then Final Plat shall comply with all requirements of the County Subdivision Regulations.
2. Health Department approval is required prior to the recordation of the Final Plat.
3. Approval of the Wicomico County Council is required prior to the recordation of the Final Plat.

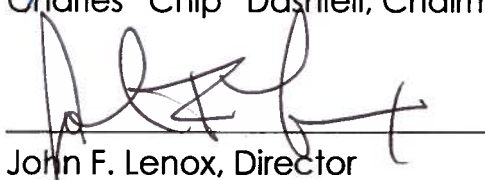


There being no further business, the Commission meeting was adjourned at 2:30 p.m. by Mr. Dashiell.



This is a summary of the proceedings of this meeting. Detailed information is in the permanent files of each case as presented and filed in the Salisbury-Wicomico County Department of Planning, Zoning, and Community Development Office. †

  
Charles "Chip" Dashiell, Chairman

  
John F. Lenox, Director

  
Recording Secretary