

Salisbury Historic District Commission

Hearing Notification

Hearing Date: June 27, 2018

Time: 7:00 pm

Location: Government Office Building
125 N. Division Street
Salisbury, MD. 21804
Room 301

Case Number: #18-13

Commission Considering: Gravel Driveway Installation

Owner's Name: Andy Kitzrow & Samantha Scott

Applicant Name: Andy Kitzrow

Agent/Contractor: Not Indicated on Application

Subject Property Address: 325 N. Division Street

Historic District: Newtown Historic District

Use Category: Residential

Chairman: Mr. Scott Saxman

HDC Staff contact: Trish Warrington
Office Manager
(410) 341-9550

Salisbury Historic District Commission

207 W. Main St., Suite 102
Salisbury, MD 21801
(410) 341-9550 / fax (410) 341-3682

Permit Application
\$25 Fee Received _____ (date)

Date Submitted to NSCC: 5/29/18
Date Accepted as Complete by NSCC: 6/29/18
Subject Location: 325 N DIVISION STREET
Application by: ANDY KITZROW
Applicant Address: 325 N DIVISION ST., SALISBURY, MD 21801
Applicant Phone: 919-619-6996

Case #: 18-13
Action Required By (45 days): _____
Owner Name: ANDY KITZROW
Owner Address: 325 N DIVISION ST., SALISBURY, MD 21801
Owner Phone: 919-619-6996

Work Involves: Alterations New Construction Addition Other _____
 Demolition Sign Awning Estimated Cost 250.00

DESCRIPTION OF WORK PROPOSED (Please be specific. Attach sheet if space is inadequate) Type of material, color, dimensions, etc. must accompany application. If signs are proposed, indicate material, method of attachment, position on building, size and front lineal feet of building, size and position of all other signs on building, and a layout of the sign.

Changing driveway areas from natural (dirt/grass) to gravel.

Are there any easements or deed restrictions for the exterior of this property? If yes, submit a letter from the easement holder stating their approval of the proposed work. Yes No

Do you intend to apply for Federal or State Rehabilitation Tax Credits? If yes, have you contacted Maryland Historical Trust staff? Yes No

If you have checked "Yes" to either of the above questions, please provide a copy of your approval letter from the Maryland Historic Trust along with this application.

See Reverse Side for DOCUMENTS REQUIRED TO BE FILED WITH APPLICATION

All required documents must be submitted to the Director, Dept. of Neighborhood Services & Code Compliance at least 30 days prior to the next public meeting. Failure to include all the required attachments and/or failure of the applicant or his/her authorized representative to appear at the scheduled meeting may result in postponement of the application until the next regular scheduled meeting. If an application is denied, the same application cannot be resubmitted for one year from date of such action. Please be advised that members of the Salisbury Historic District Commission or staff, may visit the subject property prior to the scheduled meeting date to familiarize themselves with the project.

The Salisbury Historic District Commission Rules and Regulations and Design Guidelines are available for review in the office of the Department of Neighborhood Services & Code Compliance for the City of Salisbury as well as on the city's website: www.ci.salisbury.md.us.

I, or my authorized representative, will appear at the meeting of the Salisbury Historic District Commission on June 28, 2018 (date).

I hereby certify that the owner of the subject premises has been fully informed of the alterations herein proposed and that said owner is in full agreement with this proposal.

Applicant's Signature [Signature]

Date 5/27/18

Remarks: [Signature] 6/13/18

Secretary, S.H.D.C. (Date) [Signature] 6/13/18

Application Processor (Date)

Secretary, S.H.D.C. (Date)

325 N Division Street



325 N Division St



321 N Division Street

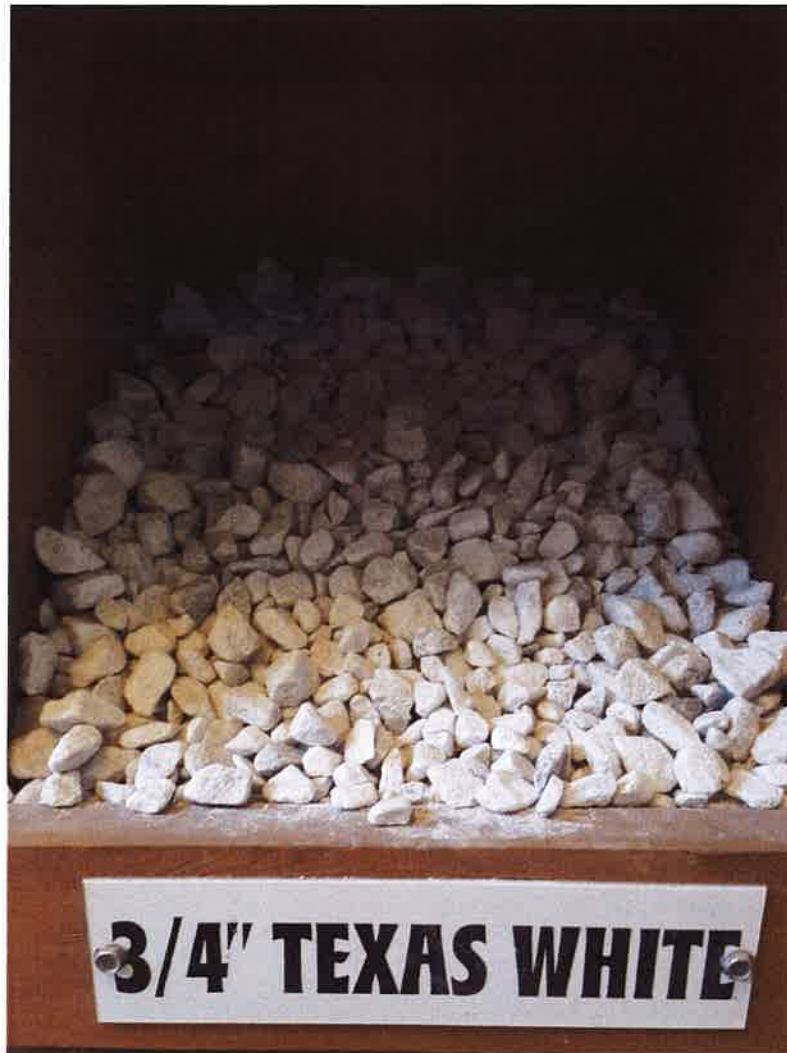


100 E. William St



Location of Alteration





Product: Stone/ Gravel

Gravel Type: 3/4" Texas White

Vendor: Eastern Shore Forest Products





Salisbury Historic District Commission

STAFF FINDINGS

Meeting Date: June 27, 2018

Case Number: 18-13

Commission Considering: Gravel driveway installation

Owner's Name: Andy Kitzrow & Samantha Scott
Owner's Address: 325 N. Division Street
Salisbury, MD 21803

Applicant Name: Andy Kitzrow

Agent/Contractor: Not Indicated

Subject Property Address: 325 N. Division Street

Historic District: Newtown Historic District

Use Category: Residential

Zoning Classification: R-8

Structure / Site Description:

- Built Date:** 1867
- Enclosed Area:** 3,810 sq ft
- Lot Size:** 11,259 sq ft
- Number of Stories:** 3

Contributing Structure: Contributing (4/27/11)

Wicomico County Historic Survey on file: No

Nearby Properties on County Survey: Yes

Including but not limited to:

- 320 N. Division Street – Todd House
- 328 N. Division Street – Irving Powell House

Explanation of Request: The applicant is requesting the Salisbury Historic District Commission approve their request to lay gravel on the east elevation driveway as well as the rear/west elevation driveway.

Relevant Historic, Archeological and Architectural Features of the Surrounding Area:

The property in question is located within the Newtown Historic District. The majority of the structures in the surrounding area, which includes Broad, North Division and Chestnut Streets, consists of churches of various dominations. The area is zoned *Office and Service Residential* which explains why a lawyer’s office exists at 115 Broad Street and an engineer’s office is located at 226 N. Division Street. The Salisbury Historic District Commission approved 316 N. Division St. for new gutters, 325 N. Division St. for a storm door installation, 324 N. Division St. for multiple exterior alterations, 602 N. Division St. for sign face replacement and 325 Broad St. for new gutters, and installation of aluminum window trim. A majority of the houses in this District range in age and were built starting in the late 1850’s to the late 1920’s. There’s a mix of architectural styles in the surrounding area with no prevalence to any specific style.

Neighboring Properties which have been deemed Contributing/Non-Contributing:

House #	Street Name	Hearing Date	Contributing	Non-Contributing
225	N. Division Street	7/28/10	X	
312	N. Division Street	6/22/11	X	
316	N. Division Street	7/27/16	X	
319	N. Division Street	8/27/14	X	
320	N. Division Street	6/22/16	X	
324	N. Division Street	11/20/13	X	

Areas of Historic Guidelines to be considered:

Universal Guidelines – Landscape and Settings - Page 94

Guideline 33: Walkways, Driveways, and Parking Lots

Walkways, driveways, and parking lots are integral features within all of Salisbury’s historic districts. Their location, materials, and overall appearance on the property and within the streetscape is a historic feature that contributes to the district as a whole and should be retained and preserved.

Historic Districts where single-family residences are converted to multi-family. Within the Historic District are small surface parking areas for religious buildings and a few commercial properties. Surface parking areas are not contributing features, but impact the character of the historic district.

- a. Avoid altering the original layout, size, dimensions, textures, and materials of historic walkways and driveways.
- b. Walkways and driveways that have fallen into disrepair should be repaired rather than replaced wherever possible
- c. Concrete is the recommended material for new sidewalk construction. The material and pattern of the existing sidewalk within the block should be maintained.
- d. Establishing a new pattern using concrete pavers, red or yellow brick may be appropriate if it is compatible with the historic quality of the street and will be reviewed on a case-by-case basis.
- e. Sidewalks must provide curb cuts per code and ADA guidelines.
- f. Historic walkways which have been lost or altered may be restored based on existing documentation of the original design, or if no documentation is available, a new feature may be designed to be compatible with the overall historic layout of the property. The new design should be compatible with the location, configuration, dimension, scale, materials, and color of the historic property and the surrounding district.
- g. Walkway and driveway materials and colors should be consistent with those used historically, including brick, flagstone, and gravel. Concrete and asphalt are other options which are potentially appropriate.
- h. Construction of new parking lots for subdivided residential properties should be avoided, or located at the rear or side of the property. Provide a landscaped buffer to screen the parking area from view. Plant material should be no more than 42" in height in order to screen the vehicles but still allow for visual access into and from the lots.
- i. For commercial or institutional parking, the overall effect on the character of the surrounding area must be considered. Locate parking lots away from the primary elevations – the rear or side of the property is usually ideal. Provide a landscaped buffer to screen the parking area from view. Plant material should be no more than 42" in height in order to screen the vehicles but still allow for visual access into and from the lots.

Best Choice:

Maintain and restore existing historic walkways and driveways using like materials.

Restore lost circulation features by matching the historic feature based on documentary evidence.

Good Alternative:

Restore damaged or lost circulation features with new synthetic materials which mimic the appearance of historic materials (ex: stamped concrete to mimic materials appropriate to the style of the property).

Design new circulation features which are compatible with and are complimentary to the property's overall historic design

Not Appropriate:

Expanding a single-width driveway to a double-width or large driveway.

Converting front yards to parking areas.

Locating driveways in the front or side yard when there is an alley at the rear of the property.

Demolition of existing structures for the creation of surface parking lots.

Evaluation Criteria:

Pursuant to Section 17.52.040 A & B of the Salisbury Zoning Code, it is the duty of the Historic District Commission to review all applications to construct, alter, reconstruct, move or demolish any structure within a Historic District whenever the exterior appearance of such structure is affected, and to approve or reject said application. In reviewing an application and plans, the Commission should give consideration to review criteria, and may make a determination as to which of said Criteria are applicable.

Staff Findings Prepared By: Trish Warrington, Office Manager
Housing & Community Development Department
207 W. Main Street, Suite 102
Salisbury, MD 2180
(410) 341-9550
Date: June 18, 2018

Real Property Data Search

Search Result for WICOMICO COUNTY

View Map View GroundRent Redemption View GroundRent Registration

Account Identifier: **District - 05 Account Number - 007739**

Owner Information

Owner Name: KITZROW ANDREW P **Use:** RESIDENTIAL
 SCOTT SAMANTHA L **Principal Residence:** YES
Mailing Address: 325 N DIVISION ST **Deed Reference:** /03906/ 00318
 SALISBURY MD 21801-

Location & Structure Information

Premises Address: 325 N DIVISION ST **Legal Description:** 11,259 SQFT
 SALISBURY 21801-0000 325 N DIVISION STREET
 CITY OF SALIS

Map:	Grid:	Parcel:	Sub District:	Subdivision:	Section:	Block:	Lot:	Assessment Year:	Plat No:
0107	0003	0813		0000				2016	Plat Ref:

Special Tax Areas: **Town:** SALISBURY
Ad Valorem:
Tax Class:

Primary Structure Built	Above Grade Living Area	Finished Basement Area	Property Land Area	County Use
1867	3,810 SF		11,259 SF	

Stories	Basement	Type	Exterior	Full/Half Bath	Garage	Last Major Renovation
3	NO	STANDARD UNIT	FRAME	3 full/ 1 half		

Value Information

	Base Value	Value	Phase-in Assessments	
		As of	As of	As of
		01/01/2016	07/01/2017	07/01/2018
Land:	37,200	20,700		
Improvements	79,900	222,700		
Total:	117,100	243,400	201,300	243,400
Preferential Land:	0			0

Transfer Information

Seller: CARTER KENT	Date: 09/28/2015	Price: \$254,600
Type: ARMS LENGTH IMPROVED	Deed1: /03906/ 00318	Deed2:
Seller: 325 N DIVISION STREET LLC	Date: 01/04/2011	Price: \$88,500
Type: NON-ARMS LENGTH OTHER	Deed1: /03269/ 00214	Deed2:
Seller: GRANT, CAROL L	Date: 10/01/2007	Price: \$159,000
Type: ARMS LENGTH IMPROVED	Deed1: /02850/ 00330	Deed2:

Exemption Information

Partial Exempt Assessments:	Class	07/01/2017	07/01/2018
County:	000	0.00	
State:	000	0.00	
Municipal:	000	0.00 0.00	0.00 0.00

Tax Exempt: **Special Tax Recapture:**
Exempt Class: NONE

Homestead Application Information

Homestead Application Status: Approved 08/15/2017

Homeowners' Tax Credit Application Information

Homeowners' Tax Credit Application Status: No Application **Date:**