

**Salisbury Historic District Commission**  
***March 23, 2022***

The Salisbury Historic District Commission met in regular session on Wednesday, March 23, 2022. The meeting took place in the Council Chambers at the Government Office Building Room 30 and on a zoom video conference with attendance as follows:

**COMMISSION MEMBERS PRESENT**

Scott Saxman, Chairman – Present  
Jillian Burns- Present  
Matt Auchey, Vice Chairman – Present  
Brad Phillips – Not Present  
Brenden Frederick – Present  
Jane Messenger – Present

**CITY OFFICIALS PRESENT**

Laura Hay, City Attorney- Present  
Jessica Budd, Infrastructure & Development- Present  
Brian Soper, Infrastructure & Development- Present

1. **CALL TO ORDER** – Mr. Scott Saxman, Chairman, called the meeting to order at 7:00 p.m.
2. **ROLL CALL** - Each member of the Commission introduced themselves for the record. The Chairman explains the procedure of the meeting to all applicants and administered the oath en masse to all persons intending to testify.
3. **APPROVAL OF MINUTES** – Approved meeting minutes for February 23, 2022. Mrs. Jane Messenger makes motion to approve minutes as submitted. Mrs. Jillian Burns seconds the motion. The Commission votes unanimously to approve the minutes as submitted.

**PUBLIC INPUT** – Members of the public are welcome to make comment at this time, subject to a time allotment of two (2) minutes per person.

4. **CONSENT DOCKET** –

- **\*#22-10- 709 Camden Ave-** Fence- Mr. Matt Auchey makes a motion to approve the case as submitted. Mrs. Jane Messenger seconds the motion. The Commission votes unanimously to approve the case on the consent docket.

5. **OLD BUSINESS** – None

6. **NEW BUSINESS-**

- **#22-11- 226 N Division St- Alterations-**

Lower shore clinic comes forward to present the case. Mr. Matt Auchey makes a motion to deem the property as contributing. Mrs. Messenger seconds the motion. The commission votes unanimously to deem the property as a contributing structure. The applicant presents the case and explains they intend to put a pre-existing fire escape back to the second floor since they has a door that leads to nowhere on second floor. They intend to build the stairs in wood. They also have two large windows that are rotten and need to be replaced. They would like to replace with vinyl windows. The commission is ok with the fire escape and how it was presented. Mr. Saxman recommends replacing the windows with a wood, fiberglass or a aluminum clad wood window since the commission doesn't allow vinyl on contributing structures in the historic district. The applicant is in an agreement with the recommendation for the windows. Mr. Auchey also recommends they make sure they replace the windows with a similar panel window as the existing windows. Mr. Auchey makes a motion to approve the case as amended. Mrs. Jillian Burns seconds the motion. The Commission votes unanimously to approve the case as amended.

- **\*#22-12- 123 Camden St. – Alterations**

Thomas Clarke comes forward to present the case to the Commission. Mr. Clarke states they plan to remove the concrete overlay and replace with brick. They also need to replace some damaged bricks on the building. They would also like to replace the broken pavers with brick as well. Mr. Auchey makes a motion to approve the case as submitted. Jillian Burns seconds the motion. The Commission votes unanimously to approve the application as submitted.


- **\*#22-13- 106 N Division St- Alterations**

Mr. Frederick recuses himself from this case. Mr. Bret Davis comes forward to present the case to the Commission. He explains he would like to replace the removed corrugated metal siding with Azek material and put a cornice above the door. He intends to replace the transoms above the windows as well. He intends to replace the windows on first floor with the existing aluminum clad wood windows that were there previously. Mrs. Jane Messenger makes a motion to approve the application as submitted. Mrs. Burns seconds the motion. The Commission votes unanimously to approve the case as submitted.


**7. Adjourn the meeting- Mrs. Jillian Burns makes a motion to adjourn the meeting. Mr. Matt Auchey seconds the motion. The Commission votes unanimously to adjourn the meeting.**

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 City of Salisbury, Housing & Community Development Department.

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Scott Saxman, Chairman

3/25/2022  
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Date

  
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Brian Soper, City Planner

3/28/2022  
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Date