

Salisbury Historic District Commission
August 23, 2023

The Salisbury Historic District Commission met in regular session on Wednesday, August 23, 2023. The meeting took place at 125 N Division St Room 301 with attendance as follows:

COMMISSION MEMBERS PRESENT

Scott Saxman, Chair- Not Present
Matt Auchey, Vice Chairman – Present
Jane Messenger – Not Present
Margaret Lawson- Present
Brenden Frederick – Present
Brad Phillips- Not Present
Chalarra Sessoms- 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, 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** – Approvals of the minutes from July 26, 2023 were postponed till next month.

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** – **Brenden Frederick makes a motion to approve the cases on the consent docket.** Margaret Lawson seconds the motion. The commission votes unanimously to approve the consent docket.
 - **#23-20- 810 Camden Ave- Alterations**
 - **#23-21- 303 South Boulevard- Roof**

5. **OLD BUSINESS** – None

6. **NEW BUSINESS-**

- **#23-22- 146 W Market St- Alterations** – Brenden Frederick makes a motion based to deem the structure contributing. Margaret Lawson seconds the motion. The commission votes unanimously to deem the structure contributing. Mr. Michael Sullivan and Shelby Gillis come forward to present the case. They intend to just replace the glass that was knocked out of the front transom windows and replace the 3rd floor window with vinyl which is an in-kind replacement as well. They would also like to replace the back exit with a wood panel and window with a light fixture. The old owner knocked the back door out and did not fix it. Brenden Frederick states that the transom windows are an in-kind replacement. Also, that he doesn't have an issue with the back door being covered as long as it meets the city code for exits and egresses out of a building. Matt states he only requests that the back window be trimmed in a style like the front entrance as well as molding to match. Mr. Frederick makes a motion to approve the case as amended with the following amendments:
 - *Replacement of in-kind glass and upper 3rd floor vinyl window*
 - *Existing door in Rear to be filled - Framing and detailing to match the south side door and to be complimentary. As well as checking with Building Permits to make sure the door can be covered and abide by egress rules.*

The applicant agrees to the following amendments. Chalarra Sessoms seconds the motion. The commission votes unanimously to approve the case as amended.

- **#23-23- 318 Poplar Hill Ave- Alterations**

Jason Jones the owner of Anchored Property Services comes forward to present the case. Brenden Frederick makes a motion to deem the property non-contributing based on the factors discussed of the overall façade. Margaret Lawson seconds the motion. The Commission votes unanimously to deem the structure a non-contributing structure. Jason says they would leave asbestos shingle in place and encapsulate and repaint the house. They have to replace the roof and replace the porch with a new one. He states he would like to use vinyl for the soffit, windows and hand rails. He would like to keep the look the same but just repair the damaged aspects of the house. Matt Auchey lets him know they do not permit pressure treated wood in any aspect. They discuss the following amendments to the application.

Amendments to Proposal:

- *Paint existing asbestos shingles*
- *Replace asphalt shingles with architectural shingles*
- *Removal of porch - linear square columns to be replaced*
- *Flooring of porch to be tongue and groove and stained or painted*
- *Windows- Vinyl in-kind replacement 1 over 1*
- *Wrap wood trim and soffit with vinyl soffit material with white color*
- *Rear porch- Remove screening and reinforce hand rail. Remove riprap and reinstall to existing side elevation. Porch railings can be PVC material*
- *Pickets to be white & square.*

Brenden Frederick makes a motion to approve the case as amended.

Chalarra Sessoms second the motion. The Commission votes unanimously to approve the case as amended.

- **#23-24- 237 Newton St- Windows** – Violene (owner) and Brandon from West Shore homes comes forward to present the case. Mr. Frederick makes a motion to deem the house as non-contributing. Mrs. Lawson seconds the motion. The commission votes unanimously to deem the structure non-contributing. Brandon states they would like to replace the windows with vinyl due to cracked glass and damage. He states she can only afford to replace 10 or 11 windows and bought them from West Shore Homes. They were unaware they were in historic district and apologize for that aspect. Brenden states he once saw there was vinyl windows already installed in years past. He states they would like to see the front windows that are seen from the road to be replaced first. Mr. Frederick makes a motion to approve the case as amended with the following amendments:

- Since there are various window types and this is deemed as non-contributing, the commission requests they replace the front 9 windows and on the west side façade first to show unity. They may use vinyl windows. The owner has 1 year to replace these windows.

The applicant agrees with the amendment. Chalarra Sessoms seconds the motion. The commission votes unanimously to approve the case as amended.

- **#23-25- 227 Broad St- Alterations-** Mr. Auchey makes a motion to deem the structure to be contributing. Mr. Alex comes forward to present the case. He states they bought the property to renovate it to improve the neighborhood. He states there is a lot of wood and termite damage as well as windows are not operating properly. They would like to replace the front porch and entire roof of the house with the same material. Repair the Foundation and lift where sagged, in kind with brick.

The Front porch siding enclosure: Restore a safe and consistent appearance. The Siding envelope: Create a consistent and historical themed appearance with a well performing and economical siding system. Add on a Floor-plan addition, 2nd floor above existing 1st floor addition, remove metal roof and

integrate walls to match siding and main roof structure. They would like to remove the non-historic concrete chimney. Also, removal of added side-deck and side-door, removal of back stairs, 2nd floor door, 1st floor awning and back door. They would like to remove the concrete patio in the back.

Mr. Frederick makes a motion to approve the application as amended. Mrs. Lawson seconds the motion. The Commission votes unanimously to approve the application as amended.

The Amendments to Proposal:

- Keep gable brackets and trim
- Restore and maintain the existing chimneys
- 1st floor door and casing- Approved as submitted
- Front porch- Azek, Tongue and groove floor and ceiling look not pressure treated; railing to be removed or replaced with square spindle
- Roof- Architectural Shingle
- Foundation- Repair sagging brick elevations with brick
- Siding- Fiber cement siding to match existing with straight profile
- Floor Plan Addition- 2nd floor above existing 1st floor addition, remove metal roof and integrate walls to match siding and main roof structure (reside and talk to plumber about tail pipe or expand addition and replace windows
- Removal of non-historic chimney
- Removal of side deck and side door- Approved as submitted with replacement of siding where door is.
- Removal of back stairs and 2nd floor door- Approved as submitted. With option to infill door with window opening instead.
- Removal of concrete patio- Approved as submitted with replacement of new stoop to the back door
- Windows- Wood, Aluminum wrapped or fiberglass 1 over 1

7. Adjourn the Meeting-

Mr. Brenden Frederick makes a motion to adjourn the meeting. Mrs. Lawson 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.



Matt Auchey, Vice- Chairman



Brian Soper, City Planner

9-26-23

Date

9/26/2023

Date