

**Salisbury Historic District Commission**  
***April 24, 2024***

The Salisbury Historic District Commission met in regular session on Wednesday, April 24, 2024. The meeting took place at 125 N Division St Room 301 with attendance as follows:

**COMMISSION MEMBERS PRESENT**

Scott Saxman, Chair- Present  
Matt Auchey, Vice Chairman – Present  
Lynne Bratten – Present, on Zoom  
Brad Phillips- Present  
Margaret Lawson- Present  
Brenden Frederick – Absent  
Lisa Gingrich – Present

**CITY OFFICIALS PRESENT**

Laura Hay, City Attorney- Present  
Amanda Rodriguez, Infrastructure & Development- Present  
Betsy Jackson, Infrastructure & Development - Present

1. **CALL TO ORDER** – Mr. Scott Saxman, Chair, 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 March 27, 2024 were approved as submitted. Mr. Saxman abstained due to his absence from the March meeting. Matt Auchey made a motion to approve. Lisa Gingrich seconded the motion. The Commission voted 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** – Matt Auchey made a motion to move case #24-05 – 100 W Main St – Removal of Sign to the consent docket. Brad Phillips seconded the motion. Scott Saxman abstained from the vote due to a conflict of interest. The commission voted unanimously to approve the move.
5. **OLD BUSINESS** – None
6. **NEW BUSINESS-**
  - **#24-06** – 501 W Main St – Alterations of Window, Vent, Awning – Brent Krisewicz came forward to present the case. The commission discussed the replacement of the window trim and awning covers with Mr. Krisewicz. It was determined that these would be replaced in kind and can be stricken from the application. The commission requested the application be amended to require the door to be a raised panel door or to have a glass light. Mr. Krisewicz agreed to the amendment. Matt Auchey made a motion to approve the application as amended. Brad Phillips seconded the motion. The motion carried and the application was approved as amended.
  - **#24-07** – 233 Newton St – Solar System Install – The applicant did not have any comment. Matt Auchey indicated that the panels are hidden from view and made a motion to approve the application as submitted. Brad Phillips seconded the motion. The motion carried and the application was approved as submitted.
  - **#24-08** – 213 E Isabella St – Repairs to Front Porch – Kenneth Shockley came forward to present the case as the contractor and applicant. The dwelling had not yet been deemed contributing or non-contributing, so Matt Auchey read through the contributing checklist and made a motion to deem it contributing. Lisa Gingrich seconded the motion and the motion carried. The repairs to the porch that are of concern are the decking materials which are proposed to be 5/4” x 6” salt treated boards which actually measure approximately 5.5 inches. The commission discussed with Mr. Shockley the options

for boards that are approximately 3 inches. Mr. Shockley indicated that he could cut down the salt treated boards or 3-inch boards are available in a Douglas Fir. The commission indicated a preference for the fir due to its presence in the guidelines, however Mr. Shockley indicated that salt treated lumber is yellow pine which is also in the guidelines. The commission ultimately agreed upon 3" Douglas Fir due to the salt treated lumber generally being of an inferior quality. Whether or not the decking should be tongue and groove was also discussed however, it was determined that this was of less importance, but that the decking should follow existing angles and patterns, be painted the existing color, and retain a fascia board. Mr. Shockley agreed to the amendments to the materials. Matt Auchey made a motion to approve the application with the amendments that the deck material should be Douglas Fir in the approximately 3" standard measurement, following the existing pattern, be painted the existing color and include a fascia board. Lisa Gingrich seconded the motion and the motion carried. The application was approved as amended.

- **#24-09** – 111 Walnut St – New Construction at Rear of Property – The applicant, owner and contractor Frank K. Feather came forward to present the case. The dwelling had not yet been deemed contributing or non-contributing, so Matt Auchey made a motion to consider the dwelling to be contributing per the State Designation. Brad Phillips seconded the motion and the motion carried to deem the dwelling house contributing. The application is for a raised deck with a portable carport/garage that is tent-like in its assembly and materials. Due to the width, existing site plan, and the location of the temporary new structure, it is not visible from the street.

Neighbor, Maryann Moddee, came forward to provide public comment regarding the distance of the structure from her fence. The commission informed the neighbor that the matter of setbacks and property lines is out of their purview and that she needs to take her concerns to the Department of Infrastructure and Development.

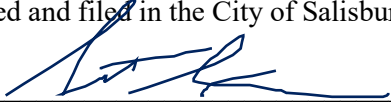
Neighbor, Matthias Pieplak, came forward to provide public comment in support of the application and of the applicant and his dedication to improving and maintaining his historical property.

As the structure is temporary and not visible from the street, Brad Phillips made a motion to approve the application as submitted. Margaret Lawson seconded the motion and the motion carried. The application was approved as submitted.

**7. Adjourn the Meeting-**

**Mr. Matt Auchey made a motion to adjourn the meeting. Mr. Brad Phillips seconded the motion. The Commission voted 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

6/5/2024  
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Date

  
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Amanda Rodriguez, City Planner

5/23/2024  
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Date