

Salisbury Historic District Commission

AGENDA

Wednesday, November 20, 2024 at 7:00 pm

Government Office Building Room 301

1. 7:00 P.M. - CALL TO ORDER – Scott Saxman, Chairman

2. ROLL CALL

3. APPROVAL OF MINUTES – October 23, 2024

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.

5. CONSENT DOCKET – None

6. OLD BUSINESS – None

7. NEW BUSINESS –

- **#24-22 – 108 Walnut St – Alterations – Repair and replacement of porch and decking material**
- **#24-23 – 309 E Main St* – Alterations – Replace the existing cladding and an entry roof**

*this indicates that the structure has been deemed a contributing structure by the SHDC

* this indicates that the structure has been deemed a Non-contributing structure by the SHDC

Salisbury Historic District Commission
October 23, 2024

The Salisbury Historic District Commission met in regular session on Wednesday, October 23, 2024. The meeting took place at 125 N Division St Room 301 with attendance as follows:

COMMISSION MEMBERS PRESENT

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

CITY OFFICIALS PRESENT

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

1. **CALL TO ORDER** – Mr. Scott Saxman called the meeting to order at 6:52 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** – Mr. Brenden Frederick made a motion to accept the minutes of the regular meeting held on August 28, 2024 as written. Ms. Lisa Gingrich seconded the motion and the motion carried (6-0). Mr. Matt Auchey abstained due to not being present for the meeting.

Mr. Brenden Frederick made a motion to accept the minutes of the annual meeting held on August 28, 2024 as written. Ms. Lisa Gingrich seconded the motion and the motion carried (6-0). Mr. Matt Auchey abstained due to not being present for the meeting.

4. **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.
5. **CONSENT DOCKET** - None
6. **OLD BUSINESS** – None
7. **NEW BUSINESS-**
 - **#24-21** – 307 Newton St. – Alterations – Mr. Zaheer Ahmed brought his application to the Commission for alterations to replace the singles, siding, windows and porch decking at 307 Newton Street.

The structure had not yet been determined to be either contributing or non-contributing, so the Commission considered the structure. It was determined that due to the structure being on the Maryland Inventory of Historic Properties that the structure should be deemed contributing and historically the Commission has determined structures on the Maryland Inventory of Historic Properties to be contributing. Mr. Auchey made a motion to deem the structure contributing based on the listing on the inventory. Mr. Phillips seconded the motion and the motion carried unanimously.

Mr. Saxman stated that the replacement of asphalt shingles with asphalt shingles is a replacement in kind and can be done without a decision from the Commission.

Mr. Phillips said that vinyl siding is typically not allowed but there are a lot of other options that are not vinyl that can be approved. The house has an asphalt shingle which cannot be replaced in kind however the house likely had a clapboard siding originally. Mr. Saxman recommended cementitious plank siding such as HardiePlank because it maintains the appearance of wood siding without being

vinyl. It's a more durable product. Mr. Frederick added that it comes prefinished and is available in a variety of colors. He also added that you would want flat siding without faux woodgrain and a standard lap. It was also recommended that the original siding be removed to keep the thickness of the siding from being so deep as to obscure trim and details of the home and windows.

Mr. Saxman stated that the porch decking is tongue and groove and they are open to synthetic options for tongue and groove because they want to maintain the look as much as possible. Mr. Frederick stated that Azek makes a composite tongue and groove decking.

Mr. Saxman stated that vinyl windows are generally not permitted in contributing structures because they don't have the same appearance or depth of wood windows. He said there are replacement windows that are wood, fiberglass and aluminum wrapped wood windows that maintain the depth of the original wood windows.

Mr. Frederick added that vinyl windows are not built as well as the recommended replacement options and will last longer.

Ms. Gingrich inquired about the porch posts not appearing to be fastened to the porch, but after discussion it was determined that they were fastened but that the molding around the bottom is missing or was intentionally removed to prevent the rotting of wood posts.

It was decided by the Commission and agreed by the applicant that the application will be approved with amendments. Mr. Frederick made a motion to approve the application with the following amendments:

1. The asphalt roof shingles will be replaced in kind and are approved;
2. Replace windows with acceptable window options to be provided to the applicant, such as fiberglass composite or aluminum wrapped wood, keep the two-over-two lite style of window, and keep the existing wood trim;
3. Replace existing siding with cementitious siding, such as HardiePlank, in a standard lap style (not dutch), using the flat side (not wood grain), and removing the old siding first.
4. Replace the porch flooring with a synthetic flooring with a tongue and groove profile.

If the applicant decides not to use a material approved by these conditions, they should return to the Salisbury Historic District Commission with a new application.

Ms. Bratten seconded the motion and the motion carried unanimously.

8. Adjourn the Meeting-

Ms. Bratten made a motion to adjourn the meeting. Mr. Frederick 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.

Scott Saxman, Chairman

Date

Amanda Rodriguez, City Planner

Date

Salisbury Historic District Commission

Hearing Notification

Hearing Date: November 20, 2024

Time: 7:00 pm

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

Case Number: #24-22

Commission Considering: Alterations – Repair and replace porch and decking

Owner’s Name: Hudson Health Services Inc

Applicant Name: Hudson Health Services Inc

Agent/Contractor: Kelly Pullen

Subject Property Address: 108 Walnut St.
Salisbury, MD 21801

Historic District: Newton Historic District

Use Category: Exempt

Chairman: Mr. Scott Saxman

HDC Staff contact: Betsy Jackson
Associate Planner
(410) 548-3170

Salisbury Historic District Commission

125 N. Division Street
Room 304
Salisbury, MD 21801
(410) 548-3170/ fax (410) 548-3107

Permit Application
\$150 Fee Received _____ (date)

Date Submitted: _____

Case #: 24-22

Date Accepted as Complete: _____

Action Required By (45 days): _____

Subject Location: 108 Walnut St., Salisbury MD 21801

Application by: Kelly Pullen

Owner Name: Hudson Health Services Inc

Applicant Address: 1505 Emerson Ave. Salisbury MD 21801

Owner Address: 1505 Emerson Ave., Salisbury MD 21801

Applicant Phone: 410-430-6243

Owner Phone: 410-219-9000

Owner Email: Kpullen@hudsonhealth.org

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

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.

Repairing and replacing rotting porch and decking material for 8x50 L-shaped porch. To replace wooden gray decking with gray composite Trex decking. To replace porch posts with salt treated posts covered w/ white PVC sleeves. Will be white decorative PVC sleeves.

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 City Planner, Department of Infrastructure and Development 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 Infrastructure and Development 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 _____ (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.

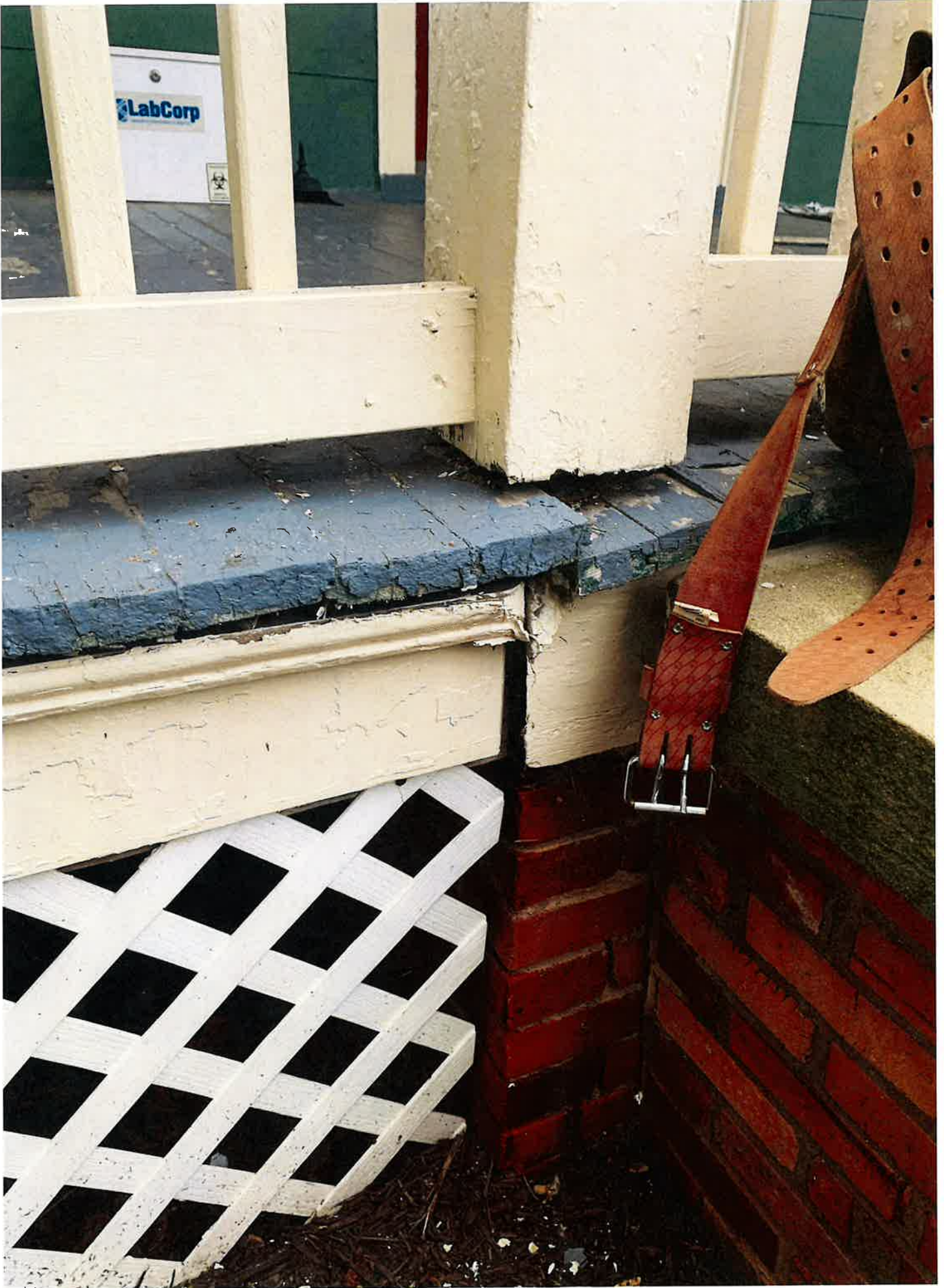
Applicant's Signature Kelly Pullen Date 10/8/2024

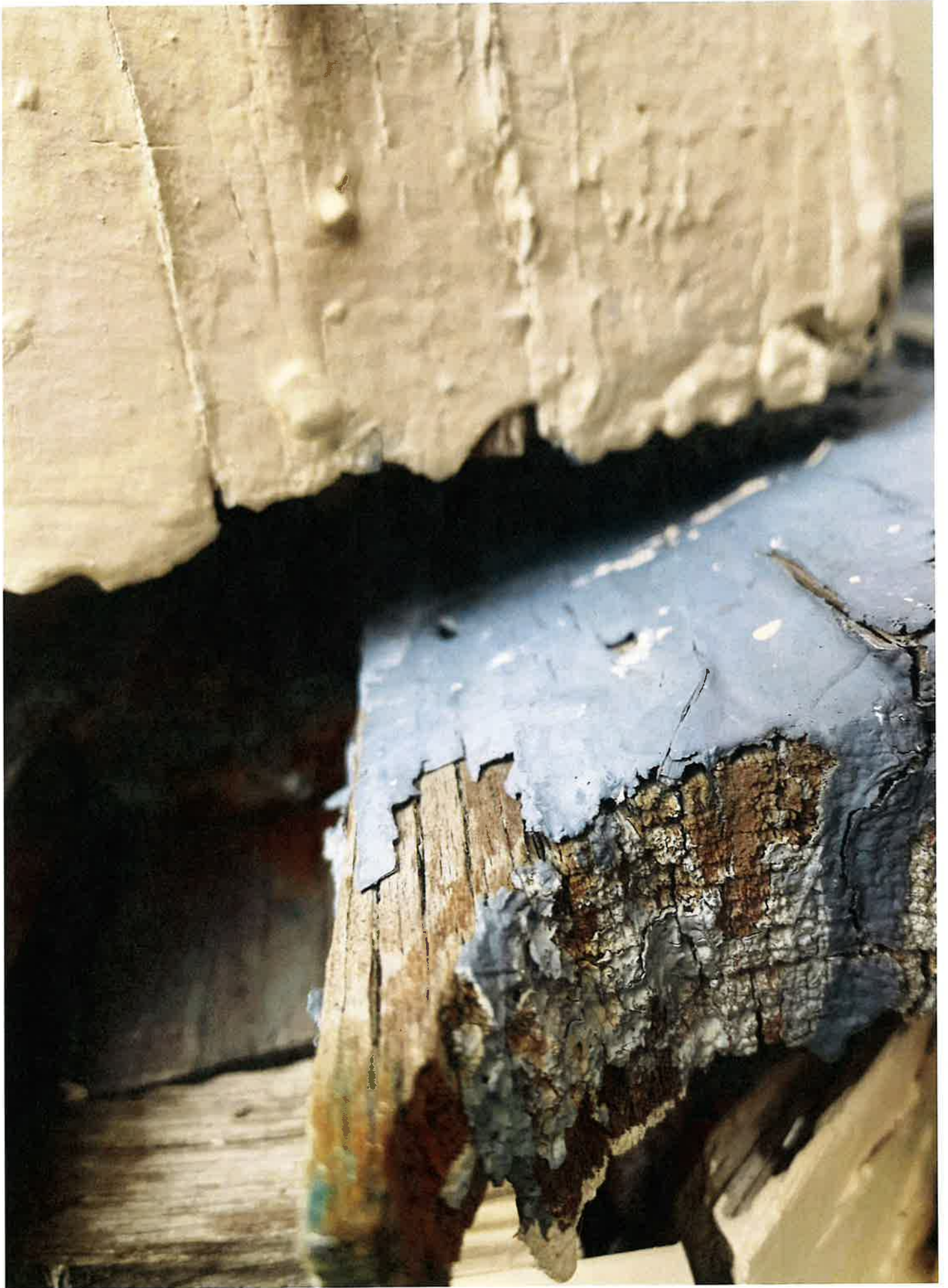
Application Processor (Date) _____ Secretary, S.H.D.C. (Date) _____

- A. The completed application form.
- B. The application fee of \$150. Checks can be made out to the City of Salisbury.
- C. Site plan, if applicable.
- D. Scaled and measured detailed drawings, including, but not limited to, plans and elevations of the proposed alterations or improvement, or in the alternative, a scale mock up.
- E. For an existing structure, color photographs of the structure showing all elevations, the area to be altered, close-ups of architectural detail and the area in the immediate vicinity (the property to the immediate left and right of subject property)
- F. For a proposed new structure, photographs of the subject site and all buildings in the immediate vicinity.
- G. All photographs shall be printed on 8½ x11 paper, however, you may put several photos on one page, and each shall be labeled with a description of the contents of the photograph.
- H. Samples of materials or copies of manufacturers product literature.
- I. The applicant shall deliver one (1) complete application and attachments to the City of Salisbury, Department of Infrastructure and Development, 125 N Division Street, Room 304, Salisbury, MD.



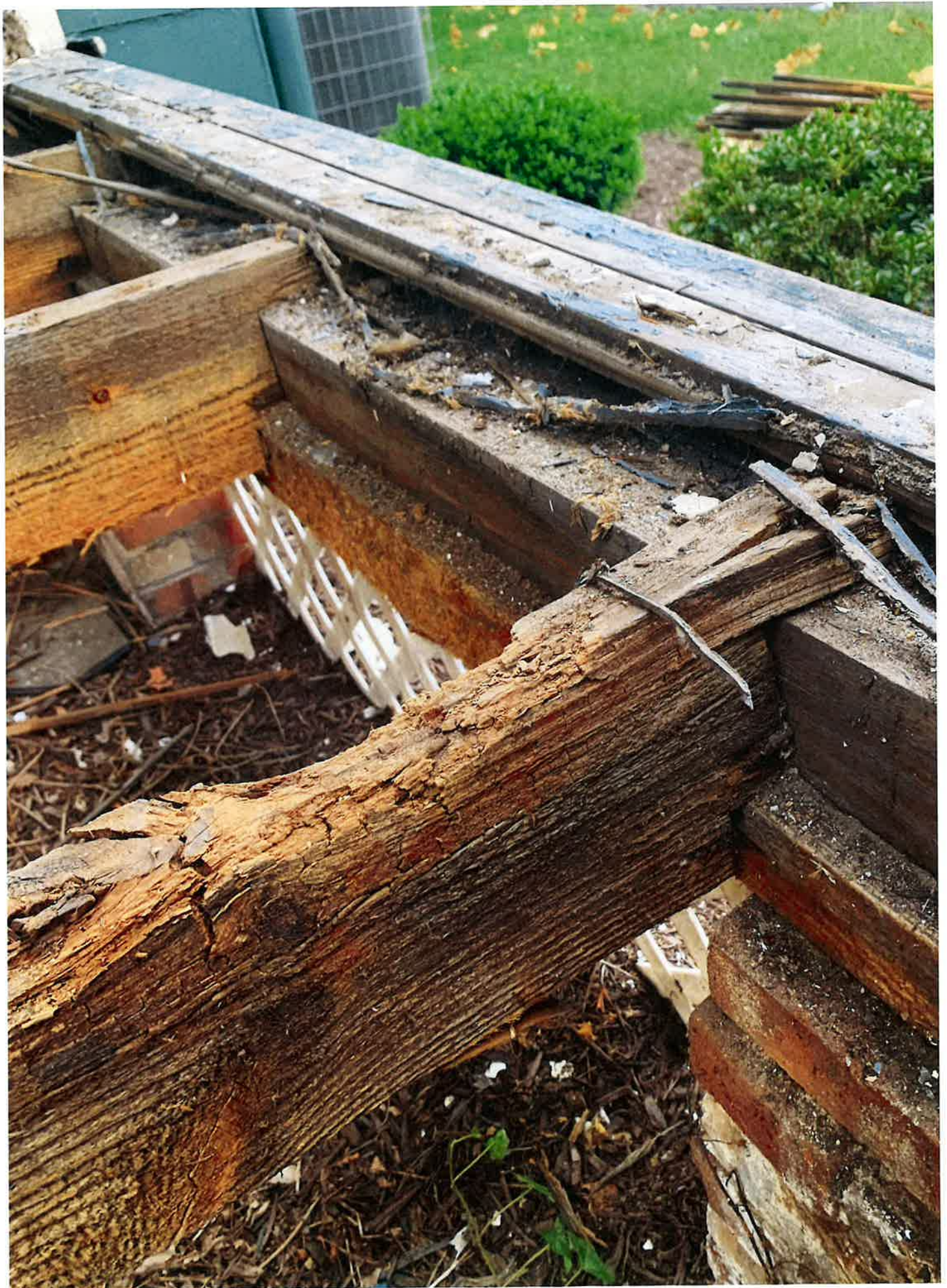


















COMPOSITE DECKING – TREX SELECT

Part 1 General

1.1 Section Includes

- A. Composite Decking - Trex Select

1.2 Related Sections

- A. Section 06-1100 – Wood Framing

1.3 References

- A. ASTM D-7032-04: Standard Specification for Establishing Performance Ratings for Wood-Plastic Composite Deck Boards and Guardrail Systems (Guards or Handrails), ASTM International.
- B. ASTM D-7031-04: Standard Guide for Evaluating Mechanical and Physical Properties of Wood-Plastic Composite Products, ASTM International
- C. ASTM E-84-01: Test Method for Surface Burning Characteristics of Building Materials, ASTM International.
- D. ASTM D 570: Water Absorption of Plastics
- E. ASTM D 1761: Mechanical Fasteners in Wood
- F. ASTM D -1413-99: Test method for Wood Preservatives by Laboratory Soil-block Cultures
- G. ASTM C177: Standard Test Method for Steady-State Heat Flux Measurements and Thermal Transmission Properties by Means of the Guarded-Hot-Plate Apparatus

1.4 Design/Performance Requirements

- A. Structural Performance:
 - a. Deck: Uniform Load – An allowable span of 16 in. on-center and 100 lbf/sq.ft.
 - b. Tread of Stairs: Concentrated Load: An allowable span of 9 in. on-center, and 750 lbf-and 1/8" max. deflection, with a concentrated load of 300 lbf on area of 4 sq. in.
- B. Fire-Test Response Characteristics per ASTM E-84.
 - a. Flame-spread Index of 70.

1.5 Submittals

- A. Product Data Indicate sizes, profiles, surface style, and performance characteristics
- B. Samples: For each product specified, one sample representing actual product color, size, and finish.

1.6 Delivery, Storage, and Handling

- A. Store Trex products on a flat and level surface. Support bundles on supplied dunnage.
- B. Keep material covered using the provided bundle cover until time of installation.
- C. See [www. Trex.com](http://www.Trex.com) for detailed storage recommendations:
<https://documents.trex.com/is/content/Trex/trex-care-cleaning-guide-transcend-enhance-selectpdf.pdf>

1.7 Warranty

- A. Provide manufactures warranty against rot, decay, splitting, checking, splintering, fungal damage, and termite damage for a period of 25 years for a residential installation and 10 years for a commercial installation. In addition provide the Trex Fade and Stain Warranty against food staining and fading beyond 5 Delta E (CIE units) for a period of 25 years for a residential installation and 10 years for a commercial installation. Specific terms for warranties can be found at; www.Trex.com

Part 2 Products

2.1 Manufacturers

- A. Contract Documents are based on products supplied by; Trex Company, Inc., 160 Exeter Dr., Winchester, VA 22603.
- B. Substitutions: Not permitted under Division 01

2.2 Applications/Scope

- A. Wood-Plastic Composite Lumber;
 - a. Material Description: Composite Decking consisting of recycled Linear Low- Density Polyethylene (LLDPE) and recycled wood. The product is extruded into shapes and sizes as follows:
 - i. Trex Transcend Decking Boards; 1 x 5.5”.
 - ii. Lengths – 12, 16, and 20 feet
 - iii. Color – To be specified by owner from Trex’ standard list of colors.
 - b. Physical and Mechanical Properties as follows:

Test	Test Method	Value
Flame spread	ASTM E 84	70
Thermal Expansion	ASTM D 1037	1.9 x 10 ⁻⁵ inch/inch/degreeF
Moisture Absorption	ASTM D 1037	< 1%
Screw Head Pull-Through	ASTM D1761	161 lbf per screw**
Fungus Resistance	ASTM D1413	Rating - no decay
Termite Resistance	AWPAE1-72	Rating = 9.7

** Fastener used in testing: #8 x 2.5 in. HEADCOTE Stainless Steel Screw

2.2 Accessories

- A. Fasteners:
 - a. Trex Universal Hideaway Hidden Fasteners
 - b. Screws; See - <https://documents.trex.com/is/content/Trex/trex-recommended-fasteners-decking-fascia-2021pdf.pdf#1> for the updated recommendations on fasteners.

Part 3 Execution

3.1 Installation

- A. Install according to Trex installation guidelines:
https://documents.trex.com/is/content/Trex/2021_decking_installation_guide_012221pdf.
- B. Cut, drill, and rout using carbide tipped blades
- C. Do not use composite wood material for structural applications

3.2 Cleaning

- A. Following cleaning recommendations as found in Trex installation guide at:
<https://documents.trex.com/is/content/Trex/trex-care-cleaning-guide-transcend-enhance-selectpdf.pdf>



CITY OF BALTIMORE
PUBLIC NOTICE

Salisbury Historic District Commission

STAFF FINDINGS

Meeting of November 20, 2024

Case Number:	#24-22
Commission Considering:	Alterations – Repair and replace porch and decking
Owner Name: Owners Address:	Hudson Health Services Inc PO Box 1096 Salisbury, MD 21801
Applicant Name:	Hudson Health Services
Applicant's Address:	1505 Emerson Avenue Salisbury, MD 21801
Agent/Contractor:	Kelly Pullen
Subject Property Address:	108 Walnut St Salisbury, MD 21801
Historic District:	Newtown Historic District
Use Category:	Exempt
Zoning Classification:	R8 - Residential
Structure / Site Description:	
Built Date:	1920
Enclosed Area:	2,820 sq. ft. (SDAT Real Property Database)
Lot Size:	5,096 sq. ft. (SDAT Real Property Database)
Number of Stories:	2
Contributing Structure:	Undetermined

Wicomico County Historic Survey on file: No

Nearby Properties on County Survey: Yes

Properties included below but not limited to:

- WI-153-1 House (116 Walnut St)
- WI – 62 Dr. Cawry House (315 N Division St)

Explanation of Request: The applicant is seeking approval to repair and replace rotting porch decking material for 8 x50 L-shaped porch. To replace wooden gray decking with gray composite Trax decking. To replace porch posts with salt treated posts covered with white, decorative, PVC sleeves.

Areas of Historic Guidelines to be considered:

UNIVERSAL GUIDELINES

Guideline 1: Preserve Significant Historic Features

- a. Avoid the removal of historic architectural features and materials. Historic architectural features include large scale characteristics, such as roof form and fenestration patterns; as well as smallscale features like moldings, brackets, columns, and other examples of skilled craftsmanship. A reasonable effort should be made to retain existing historic building materials, including brick and stone masonry, wood shingles and siding, stucco, etc.
- b. Materials and additions which were installed at a later date than the original building construction which may have since gained significance should be retained. Automatic security gates may be permitted, provided they are properly located and comply with existing zoning requirements. They must be appropriate to the design of any existing fence or the style of the historic building.

Guideline 2: Repair Rather than Replace

- a. Repair existing historic features wherever possible.
- b. Use appropriate, approved technical procedures for cleaning, refinishing, and repairing historic materials. Make sure your contractor has experience with appropriate techniques.

Guideline 3: Restore Significant Historic Features

- a. Whenever feasible, historic materials and details should be restored.
- b. Inappropriate coverings, such as vinyl siding applied over historic wood siding, should be removed and the underlying material repaired or replaced with siding which mimics the appearance of the historic material as closely as possible.
- c. Non-historic alterations should be removed to restore the historic appearance.
- d. Historic alterations that have achieved significance in their own right should be retained.

Guideline 4: Make Sensitive Replacements

- a. If replacement is required, replace as little historic material as possible with matching, compatible replacement materials.
- b. Replacement parts should match the original as closely as possible in size, shape, detailing, and material.

GUIDELINES FOR RESIDENTIAL PROPERTIES

Guideline 55: Restore Historic Porch Features

- a. Maintain the historic porch or stoop when feasible. Keep wooden surfaces painted and keep up with general maintenance.
- b. If repair or rehabilitation is necessary, keep as much of the historic materials in place as possible. Maintain the porch's design, proportion, and ornament to the greatest extent possible.
- c. Replace missing porch posts and railings where necessary. Match the size, shape, profile, proportion, and spacing to the original features.
- d. Use of synthetic replacement materials may be allowed if the new material closely approximates the size, scale, texture, and overall appearance of the historic feature.

Guideline 56: Replacement Porches

- a. If porch replacement is necessary in whole or in part, reconstruct it to match the historic porch in size, scale, and overall design. Where possible, detail and ornamentation should be replicated.
- b. Use the same or similar materials wherever feasible.
- c. Avoid applying decorative elements that are not appropriate to the style of the dwelling. Whenever possible, choose accurate details based on historic photographs or similar properties of the same period and style.

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 and make determinations on all applications to construct, alter, reconstruct, move or demolish a site or structure within a Historic District whenever *“exterior changes are involved which would affect the historic archeological, or architectural significance of a site or structure, any portion of which is visible or intended to be visible from a public way.”* In reviewing an application and plans, the Commission should consider review criteria, and may decide as to which of said Criteria are applicable.

Staff Findings Prepared By: Betsy Jackson
Infrastructure and Development
125 N Division Street, Suite 304
Salisbury, MD 21801
(410) 548-3170
Date: November 6, 2024

[View Map](#)

[View GroundRent Redemption](#)

[View GroundRent Registration](#)

Special Tax Recapture: None

Account Identifier: District - 05 **Account Number - 003520**

Owner Information

Owner Name:	HUDSON HEALTH SERVICES INC	Use:	EXEMPT
Mailing Address:	P O BOX 1096 SALISBURY MD 21802-1096	Principal Residence:	NO
		Deed Reference:	/01627/ 00042

Location & Structure Information

Premises Address:	108 WALNUT ST SALISBURY 21801-0000	Legal Description:	5,096 SQFT 108 WALNUT ST CITY OF SALIS
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Map:	Grid:	Parcel:	Neighborhood:	Subdivision:	Section:	Block:	Lot:	Assessment Year:	Plat No:
0107	0009	0769	5030164.23	0000				2025	Plat Ref:

Town: SALISBURY

Primary Structure Built	Above Grade Living Area	Finished Basement Area	Property Land Area	County Use
1920	2,820 SF		5,096 SF	

Stories	Basement	Type	Exterior	Quality	Full/Half Bath	Garage	Last Notice of Major Improvements
2	NO	STANDARD UNIT	ASBESTOS SHINGLE/	3	3 full/ 1 half		

Value Information

	Base Value	Value	Phase-in Assessments	
		As of	As of	As of
		01/01/2022	07/01/2024	07/01/2025
Land:	15,500	15,500		
Improvements	119,500	119,500		
Total:	135,000	135,000	135,000	
Preferential Land:	0			

Transfer Information

Seller: GASKILL, CLEMENT M	Date: 09/03/1998	Price: \$68,000
Type: ARMS LENGTH IMPROVED	Deed1: /01627/ 00042	Deed2:
Seller: THOMPSON, BILL W & BERNADETTE	Date: 09/22/1983	Price: \$33,500
Type: ARMS LENGTH IMPROVED	Deed1: /00997/ 00872	Deed2:
Seller: CARROLL, THOMAS F & FRANCES P	Date: 09/19/1975	Price: \$25,000
Type: ARMS LENGTH IMPROVED	Deed1: /00843/ 00290	Deed2:

Exemption Information

Partial Exempt Assessments:	Class	07/01/2024	07/01/2025
County:	860	135,000.00	
State:	860	135,000.00	
Municipal:	860	135,000.00	135,000.00

Special Tax Recapture: None

Homestead Application Information

Homestead Application Status: No Application

Homeowners' Tax Credit Application Information

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

Salisbury Historic District Commission

Hearing Notification

Hearing Date:	November 20, 2024
Time:	7:00 pm
Location:	Government Office Building 125 N. Division Street Salisbury, MD. 21804 Room 301
Case Number:	#24-23
Commission Considering:	Alterations – Replace cladding and an entry roof
Owner's Name:	Wicomico County Maryland
Applicant Name:	Brandon Fletcher Becker Morgan Group
Agent/Contractor:	N/A
Subject Property Address:	312 W Main St, Suite 300. Salisbury, MD 21801
Historic District:	Downtown Historic District
Use Category:	Exempt Commercial
Chairman:	Mr. Scott Saxman
HDC Staff contact:	Betsy Jackson Associate Planner (410) 548-3170

Salisbury Historic District Commission

125 N. Division Street
Room 304
Salisbury, MD 21801
(410) 548-3170/ fax (410) 548-3107

Permit Application
\$150 Fee Received _____ (date)

Date Submitted: _____

Case #: 24-23

Date Accepted as Complete: _____

Action Required By (45 days): _____

Subject Location: 309 Main St Salisbury MD 21801

Owner Name: Wicomico County

Application by: Brandon Fletcher Becker Morgan Group

Owner Address: 28562 Owens Branch Rd

Applicant Address: 312 West Main St, Suite 300 MD 21801

Owner Phone: 410-548-4875

Applicant Phone: 410.546.9100

Owner Email: p.mathews@wicomicoCounty.org

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

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.

Wicomico County Plans to Demo Existing EIFS and Stucco cladding at North, South and East Facades. Install New EIFS system at all facade elevations to match existing colors and finishes. At West elevation two (2) entry roofs are present one Gable and one shed style, the County Proposes to Demo the Shed and Reframe as a gable style to match the adjacent

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

Per. Alta Survey dated 1997

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 Historical Trust along with this application.

See Reverse Side for DOCUMENTS REQUIRED TO BE FILED WITH APPLICATION

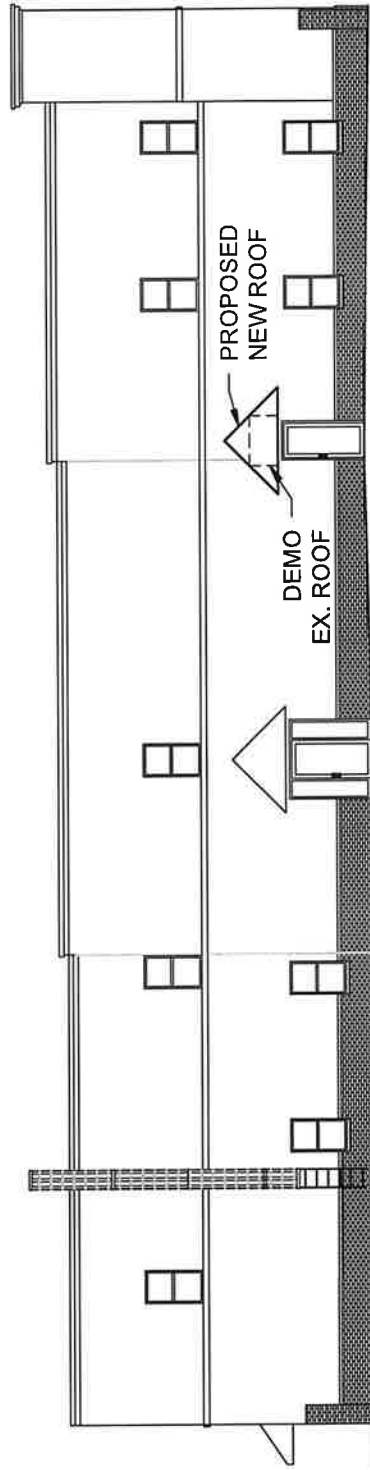
All required documents must be submitted to the City Planner, Department of Infrastructure and Development at least 30 days prior to the next public meeting. Failure to include all the required attachments and/or failure of the applicant or his/her authorized representative to appear at the scheduled 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 Infrastructure and Development 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 10/23/24 or 11/27/24 (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 Brandon Fletcher Becker Morgan Group Date 10.9.2024



WEST ELEVATION

1

SCALE: 1/16" = 1'-0"

LAYER STATE - 8.5x11 BMG

**WEST ELEVATION
WICOMICO COUNTY STATES
ATTORNEY'S OFFICE**

**309 EAST MAIN STREET
SALISBURY, MARYLAND**

**BECKER
MORGAN
GROUP**

**ARCHITECTURE
ENGINEERING
Salisbury, MD**
312 West Main St., Suite 300
Salisbury, MD 21801
Ph. 410.546.9100
Fax 410.546.5824

BMG: **2024017.00**
SCALE: **NOTED**
DATE: **10/09/24**
DRAWN BY: **HBE**

SK-1



ARCHITECTURE
ENGINEERING

ENGINEER'S FIELD REPORT

Project No.: 2024017.00

Date: 10.9.2024

Photos:

Structures Opposite West Façade.



Structures Opposite East Façade.







SOMERSET COUNTY
DISTRICT ATTORNEY







CHILD ADVOCACY
CENTER



Salisbury Historic District Commission

STAFF FINDINGS

Meeting of November 20, 2024

Case Number:	#24-23
Commission Considering:	Alterations – Replace cladding and an entry roof
Owner Name: Owners Address:	Wicomico County Maryland PO Box 4036 Salisbury, MD 21801
Applicant Name:	Brandon Fletcher Becker Morgan Group
Applicant's Address:	312 W Main St, Suite 300 Salisbury, MD 21801
Agent/Contractor:	N/A
Subject Property Address:	309 E Main St Salisbury, MD 21801
Historic District:	Downtown Historic District
Use Category:	Exempt Commercial
Zoning Classification:	CBD – Central Business District
Structure / Site Description:	
Built Date:	1940
Enclosed Area:	18,300 sq. ft. (SDAT Real Property Database)
Lot Size:	17,741 sq. ft. (SDAT Real Property Database)
Number of Stories:	2
Contributing Structure:	Non-Contributing, 3/27/2013

Wicomico County Historic Survey on file: No

Nearby Properties on County Survey: Yes

Properties included below but not limited to:

- WI-582 – Boulevard Theater (317 E Main St)

Explanation of Request: The applicant is seeking approval to replace existing EIFS (Exterior Insulation Finish System) and stucco cladding on the North, south and west facades with a new EIFS; system on all facades to match existing colors and finishes. At the west elevation there are two entry roofs – one that is shed style and another that is a gable style. The proposal would replace the shed style entry roof with a gable style to match the other entry.

Areas of Historic Guidelines to be considered:

UNIVERSAL GUIDELINES

Guideline 1: Preserve Significant Historic Features

- a. Avoid the removal of historic architectural features and materials. Historic architectural features include large scale characteristics, such as roof form and fenestration patterns; as well as small scale features like moldings, brackets, columns, and other examples of skilled craftsmanship. A reasonable effort should be made to retain existing historic building materials, including brick and stone masonry, wood shingles and siding, stucco, etc.
- b. Materials and additions which were installed at a later date than the original building construction which may have since gained significance should be retained.

Guideline 2: Repair Rather than Replace

- a. Repair existing historic features wherever possible.
- b. Use appropriate, approved technical procedures for cleaning, refinishing, and repairing historic materials.

Guideline 4: Make Sensitive Replacements

- a. If replacement is required, replace as little historic material as possible with matching, compatible replacement materials.
- b. Replacement parts should match the original as closely as possible in size, shape, detailing, and material.

Guideline 11: Stucco Surfaces

- a. Surfaces that have been stuccoed should remain stuccoed. Removing stucco can cause damage to the underlying masonry.
- b. Do not apply new stucco to existing masonry surfaces in good condition. Application of stucco or synthetic stucco such as Dryvit, to surfaces in poor condition may be appropriate in some applications, particularly where the material would replace a non-contributing or inappropriately altered feature.

GUIDELINES FOR COMMERCIAL PROPERTIES

Guideline 37: Façade Configuration

- a. Maintain the historic compositional principles of historic commercial buildings.
- b. For two-and three-part block configurations, maintain the division of the upper and lower stories.
- c. Where historic features are missing, consider restoring the façade to a composition appropriate to the historic design of the building.
- d. New commercial buildings should follow the same compositional layout of surrounding buildings in order to maintain the scale and pattern of the Downtown Historic District.
- e. Maintain the historic layout of commercial storefronts.
- f. Maintain the window and door pattern of the storefront. Historic entrances were typically flanked by glass display windows.
- g. Improve access to upper floors in a manner sensitive to the configuration of the historic storefront. A second set of stairs to access the upper stories is often required to comply with current fire codes.

Guideline 38: Commercial Building Ornamentation

- a. Maintain and restore character defining features of your commercial building.
- b. Do not add arbitrary or conjectural ornamentation to the buildings.
- c. Maintain the original ornamental cap or cornice of the building.

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 and make determinations on all applications to construct, alter, reconstruct, move or demolish a site or structure within a Historic District whenever “*exterior changes are involved which would affect the historic archeological, or architectural significance of a site or structure, any portion of which is visible or intended to be visible from a public way.*” In reviewing an application and plans, the Commission should consider review criteria, and may decide as to which of said Criteria are applicable.

Staff Findings Prepared By: Betsy Jackson
Infrastructure and Development
125 N Division Street, Suite 304
Salisbury, MD 21801
(410) 548-3170
Date: November 6, 2024

[View Map](#)

[View GroundRent Redemption](#)

[View GroundRent Registration](#)

Special Tax Recapture: None

Account Identifier: District - 05 Account Number - 018854

Owner Information

Owner Name: WICOMICO COUNTY MARYLAND **Use:** EXEMPT COMMERCIAL
Mailing Address: PO BOX 4036 **Principal Residence:** NO
 SALISBURY MD 21803- **Deed Reference:** /03815/ 00392

Location & Structure Information

Premises Address: 309 E MAIN ST **Legal Description:** LOT 17,741 SQFT
 SALISBURY 21801-0000 309 E MAIN ST
 MACARD INC SURVEY

Map:	Grid:	Parcel:	Neighborhood:	Subdivision:	Section:	Block:	Lot:	Assessment Year:	Plat No:
0107	0015	0836	20002.23	0000		0		2023	Plat Ref: 0012/ 0275

Town: SALISBURY

Primary Structure Built	Above Grade Living Area	Finished Basement Area	Property Land Area	County Use
1940	18,300 SF		17,741 SF	

Stories	Basement	Type	Exterior	Quality	Full/Half Bath	Garage	Last Notice of Major Improvements
		OFFICE BUILDING	/	C4			2013

Value Information

	Base Value	Value	Phase-in Assessments	
		As of	As of	As of
Land:	266,100	01/01/2023	07/01/2024	07/01/2025
Improvements	3,180,500	316,100		
Total:	3,446,600	3,478,200	3,678,400	3,794,300
Preferential Land:	0	3,794,300		

Transfer Information

Seller: G PLUS PROPERTIES LLC	Date: 02/27/2015	Price: \$3,934,500
Type: ARMS LENGTH IMPROVED	Deed1: /03815/ 00392	Deed2:
Seller: 309 E MAIN LLC	Date: 05/01/2013	Price: \$900,000
Type: ARMS LENGTH IMPROVED	Deed1: /03572/ 00405	Deed2:
Seller: MACARD INC	Date: 04/16/2003	Price: \$1,175,000
Type: ARMS LENGTH MULTIPLE	Deed1: /02051/ 00353	Deed2:

Exemption Information

Partial Exempt Assessments:	Class	07/01/2024	07/01/2025
County:	600	3,678,400.00	3,794,300.00
State:	600	3,678,400.00	3,794,300.00
Municipal:	600	3,678,400.00 3,794,300.00	3,678,400.00 3,794,300.00

Special Tax Recapture: None

Homestead Application Information

Homestead Application Status: No Application

Homeowners' Tax Credit Application Information

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