

**Salisbury Historic District Commission**  
***February 26, 2025***

The Salisbury Historic District Commission met in regular session on Wednesday, February 26, 2025. 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 – Not Present  
Lynne Bratten - Present  
Brad Phillips- Not present  
Margaret Lawson- Present  
Brenden Frederick – Not present  
Lisa Gingrich – Present

**CITY OFFICIALS PRESENT**

Laura Hay, City Attorney- Present  
Jennifer Jean, Infrastructure & Development- Present

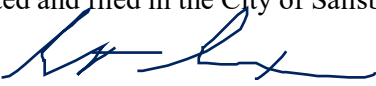
1. **CALL TO ORDER** – Mr. Scott Saxman called the meeting to order at 7 p.m.
2. **ROLL CALL** - Each member of the Commission introduced themselves for the record. The Chairman explained the procedure of the meeting to all applicants and administered the oath en masse to all persons intending to testify.
3. **APPROVAL OF MINUTES** – Ms. Lisa Gingrich made a motion to approve the minutes of the regular meeting held on January 22, 2025. Ms. Lynne Bratten seconded the motion and the motion carried (4-0).
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- #25-02** – Alterations – Replace two windows on second floor – Ms. Anastacia Thomasian brought her application before the commission for alterations to replace two windows on the second floor of the property due to concerns that were brought to her attention in her home inspection report. Mr. Scott Saxman confirmed the window selected for replacement is appropriate. He added that windows with full divided light grilles would be preferred. Ms. Anastacia Thomasian confirmed there will be exterior grilles as stated in the amended application submitted through email on January 25, 2025.

Ms. Lisa Gingrich made a motion to approve the amended application which includes the full divided exterior section lights. Ms. Lynne Bratten seconded the motion and the motion carried (4-0).

**8. Adjourn the Meeting-**

**Mr. Saxman made a motion to adjourn the meeting. Ms. Lawson 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

  
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Jennifer Jean, Associate Planner

4-8-2025

\_\_\_\_\_  
Date

7/21/2025

\_\_\_\_\_  
Date