

Salisbury Historic District Commission

AGENDA

Wednesday, April 22, 2026 at 7:00 pm

Government Office Building Room 301

1. 7:00 P.M. - CALL TO ORDER – Brenden Frederick, Chairman

2. ROLL CALL

3. APPROVAL OF MINUTES – March 25, 2026

PUBLIC INPUT – Public members are welcome to comment at this time, subject to a time allotment of two (2) minutes per person

4. CONSENT DOCKET – To be determined at the meeting.

5. OLD BUSINESS –

6. NEW BUSINESS –

- #26-11 – 129 Broad St.* – Additions – Garbage Area Enclosure and Solar Screens
- #26-12 – 405 Park Avenue – Alterations – Driveway Widening
- #26-13 – 101 Oakdale Rd. – Alterations – Window Replacement
- #26-11 – 124 E Main St.* – Additions – Sign

7. DISCUSSION

- Application Requirements
- Rules of Procedure

*The structure has been deemed a contributing structure by the SHDC

*The structure has been deemed a non-contributing structure by the SHDC

Salisbury Historic District Commission
March 25, 2025

The Salisbury Historic District Commission met in regular session on Wednesday, **March 25, 2025**. The meeting took place at 125 N Division St, Room 301, with attendance as follows:

COMMISSIONERS

Brenden Frederick – Chairman – *Present*
Matt Auchey – Vice Chairman – *Present*
Margaret Lawson – Commissioner – *Present*
Lisa Gingrich – Commissioner – *Present*
Brad Philips – Commissioner – *Present*
Harvey Evans – Commissioner – *Present*

Luis DaSilva – Commissioner – *Present*

CITY OFFICIALS

Laura Ryan – City Attorney – *Present*
Henry Pearson – Associate Planner – *Present*
Scarlett Liberto – Associate Planner – *Present*

1. **CALL TO ORDER** – Mr. Brenden Frederick 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 meeting procedure to all applicants and administered the oath en masse to all persons intending to testify.
3. **APPROVAL OF MINUTES** – Mr. Brad Phillips made a motion to approve the February minutes, seconded by Mrs. Lisa Gingrich. The motion was brought to vote and approved.
4. **PUBLIC INPUT** – Members of the public are welcome to comment, subject to a time allotment of two (2) minutes per person.
5. **CONSENT DOCKET** – None.
6. **OLD BUSINESS** –

Case #26-04 – 220 N. Division St. – Alterations – Lead Paint Coverage/Window Replacement – Continuance

Mr. Frederick asked if the applicant is proposing an AZEK casing. The applicant agreed. Mr. Frederick said that they were concerned about the window sill replacement. Mrs. Gingrich asked what materials were used. She said that they used AZEK for everything. She said the AZEK looks like wood. Mr. Evans asked if the sill is one continuous piece. The applicant said that they took the entire window out and replaced the sill. Mr. Frederick said that they need to evaluate the appearance of the window from the exterior. Mrs. Gingrich asked again if they had nailed the sill to the outside. The applicant said that they made it into one piece. She said that there are 40 windows on the property and 10 have had the sills removed. Mr. Evans asked if she is going to remove the rest of the sills. The applicant said she would like to because they are rotting.

Mr. Frederick asked if she will remove all the trim on the remaining windows and replace it with what is on the example. She said that she wants to if they allow her. Mr. Phillips said that he does not have a problem with the sill replacement so long as the sills is not just tacked on. Mr. Frederick asked if they will approve the mockup and understand that this will require all

windows be replaced to match the mockup. Mrs. Gingrich mentioned that the mockup is different than what is existing on the house on the other windows.

Mr. Frederick said that they can approve the mockup, approve it with conditions, or require the applicant to return the windows to what was originally there. Mr. Frederick asked for a motion for any of those options. He said that the approval should be amended to require all of the windows on the building. The applicant said that that is what she wants to do after they paint the building.

Mr. Phillips made a motion to **approve** the application subject to the amendment that all windows are done in the exact same fashion as the window mockup that was submitted. Mrs. Lawson seconded the motion.

Public Comment: None

Motion and Vote:

Motion: **Brad Phillips**

Second: **Margaret Lawson**

Vote: **Unanimous, Matt Auchey and Luis DaSilva abstained**

7. NEW BUSINESS –

Case #26-02* - 202 Elizabeth St. – Alterations –Window Grill Replacement

Mr. Pearson began reading the staff report. The property was not determined to be contributing, so Mr. Auchey read through the checklist to determine if the structure is contributing. Mr. Auchey made a motion to deem the structure contributing, seconded by Mrs. Gingrich. The structure was determined to be **contributing**.

Motion and Vote:

Motion: **Matt Auchey**

Second: **Lisa Gingrich**

Vote: **Unanimous**

Mr. Pearson finished reading the staff report. Mr. Frederick said that he agrees that the grills should be replaced on all windows. He said that he is concerned that they are proposing replacing the grills with “grills between the glass” which is not appropriate, and that they should instead be replaced with the full divided light grills. Mrs. Gingrich said that they could also do exterior grills. Mr. Frederick said that of the options that they have, the full divided light grills is the only option. Mr. Auchey agreed. Mr. Auchey made a motion to approve the application with the condition that the “full divided light grills” are installed instead of the proposed “grills between the glass” and that the grills are installed on all windows.

Motion and Vote:

Motion: **Matt Auchey**

Second: **Lisa Gingrich**

Vote: **Unanimous**

Case #26-06 – 311 Park Avenue – Additions – Rear Garage Addition

Mr. Pearson began reading the staff report. The structure had not been determined contributing, so Mr. Auchey went through the checklist. Mr. Auchey made a motion to determine the structure **contributing**. Mrs. Lawson seconded the motion.

Motion and Vote:

Motion: **Matt Auchey**

Second: **Margaret Lawson**

Vote: **Unanimous**

The applicant stated that he was willing to make any changes to the structure to ensure that it is acceptable. Mr. Phillips stated that he was concerned that the structure wouldn't be approved by the city. He asked who is building it. The applicant said that he is building it and the city came out to give him a stop work order but that he needed historic approval first. Mr. Phillips said this proposal is obscuring the historic garage and is not typical. He said that he is concerned that the city is not going to give him a permit anyways and that this goes against the guidelines.

The applicant said that he can reduce the size if needed. Mr. Phillips asked what the applicant is planning to do with the space. The applicant said that he intended to use it for storage. Mr. Evans asked if he could use a storage trailer instead. Mr. Auchey said that the swinging doors on the garage add character to the house. He said the doors that are there now kill the character of the house. The applicant said that he has the original doors. Mr. Auchey said that building off of the front if a no-go for him. He would have preferred that he buy a shed versus destroying the garage. Mr. Auchey asked if the side addition was there already. Mrs. Gingrich said that the applicant had built that as well. Mr. Auchey said that a thoughtful addition could have been acceptable but the way that this was done is not acceptable.

The applicant said that he could make any necessary modifications. Mr. Auchey said that this will be a lot more involved than he realizes. He asked if the applicant could instead get a pre-built shed. The applicant said that he already has built some of the structure so he would prefer the current structure. Mr. Auchey said that if he wants to salvage what has been done, he needs to come back with plans done by a contractor showing how he will return the look of the front of the carriage house to its original character and construct a thoughtful side addition.

Mrs. Gingrich said that there is no drawing or photo of what it will look like once it is finished. She said that there is no coherent historically appropriate design and that it looks like a shanty addition. She said that she does not see how it could be restored and that there is no design to the structure. She said that these will be permanent changes. She said that the additions do not line up with the existing structure and that the additions look like shanties.

Mr. Frederick said that the structure will not be approved as submitted and that there are no simple modifications that can change that. He said that the addition out of the front would need to be significantly changed and that the swinging front doors would need to be reinstalled. He would need drawings from a contractor showing exactly what would be built, and even then it would be a slim chance of approval. He said that the side addition has a better chance of approval but that it is not acceptable as it is now. He said that he would need to speak to a

contractor to provide drawings. He said that he recommends that the applicant take the original doors and put them inside to protect them. He said that they can continue the case if the applicant thinks he can get a contractor by next month to show precisely what he intends to construct, or the applicant can withdraw the application and resubmit when he is ready. Mrs. Ryan advised the applicant that he cannot resubmit the application within a year if it is denied, and that he can withdraw the application and resubmit. The applicant asked if he needs to do anything in the meantime. Mr. Frederick said that no work can be done in the meantime before his application is resubmitted, and that he should protect the doors and whatever else he can.

Mrs. Gingrich emphasized that the application is for retroactive approval of the first addition and approval for the front section. She said that there is no design of what he has done that she considers historically appropriate. She said that there will need to be some major changes. Mr. Frederick asked what the applicant would like to do. The applicant decided to **withdraw** the application. Mr. Frederick asked if they will need to redetermine if the structure is contributing. Mrs. Ryan said that the motions were separate so they will not need to revote on that aspect. Mrs. Ryan recommended that the applicant contact the city as they will need to see progress on the structure.

Public Comment:

Motion and Vote:

Motion: **No motion, application incomplete.**

Second:

Vote:

Case #26-08 – Multiple Locations – Additions – Shore Walls Murals

Ms. Scarlett Liberto approached the table and read the staff report. Two of the locations had not been determined contributing. Mr. Auchey read through the checklist for 308 E. Main St. He made a motion that the property be determined **non-contributing**. Mrs. Lawson seconded the motion. Mrs. Gingrich asked if the front of the building was painted. The commissioners responded that it is not. Mrs. Gingrich said that the unpainted brick contributed to the historic nature. Mr. Auchey agreed but said that the design is not historic.

Public Comment: None

Motion and Vote:

Motion: **Matt Auchey**

Second: **Margaret Lawson**

Vote: **Unanimous**

Mr. Auchey went through the checklist for 120 E. Market St. Mr. Auchey made a motion to determine the property non-contributing. Mrs. Gingrich and Mr. Phillips said that they disagree and think that it is contributing. Mrs. Gingrich said that it has the vibe of an older building with its details. Mr. Auchey reevaluated the structure using the checklist. He made a motion to determine the structure **contributing**. Mrs. Lawson seconded.

Motion and Vote:

Motion: Matt Auchey
Second: Lisa Gingrich
Vote: 6-1, Mrs. Lawson voting nay

Ms. Liberto finished reading the staff report. The staff report stated that the book building was not painted, but Mr. Auchey stated that it was in fact painted. Mr. Auchey stated that he has no issue with the three painted surfaces. He said that the unpainted surface at 100 E. Main St. is a later addition and is not historic. Mr. Evans agreed that it is a later addition. Mr. Frederick said that it is an alley and is not a part of the primary façade. He said that the position of the mural is as important as the material. Mr. Auchey said that he would prefer the mural be painted on the brick surface instead of a bolted on structure.

Mrs. Gingrich said that she is concerned with the size of the murals and that they could take over the downtown area. She reference the sign on the Ross building takes over downtown. Mr. Frederick pointed to other old cities that have murals that are five-stories tall. Mrs. Gingrich said that she thinks those are too large as well. Mr. Frederick said that these surfaces can always be repainted and that he is fine with all of them. Mr. Phillips said that he thinks that walls always look better with murals. Mr. Auchey made a motion to approve the application as submitted; Mr. Phillips seconded. Mrs. Gingrich asked if they have any say over the content of the murals. Mr. Frederick said that they do not.

Public Comment: None

Motion and Vote:
Motion: Mr. Auchey
Second: Mr. Phillips
Vote: 6-1, Mrs. Gingrich voting nay.

In parting, it was confirmed that the applicant will not need to come back to the commission to get approval or comments on the designs.

Case #26-09 – 106 Elizabeth St. – Addition – Rear Stair Replacement

Ms. Liberto read the staff report. The structure had not been determined contributing. Mr. Auchey went through the checklist. Mr. Auchey made a motion to determine the structure contributing.

Public Comment: None

Motion and Vote: No motion, application incomplete.
Motion: Matt Auchey
Second: Lisa Gingrich
Vote: Unanimous

Ms. Liberto finished the staff report. The applicant said that they need to replace the stairs for safety. She said that she is okay with replacing the railings with wood. Mr. Auchey said that he has no issues and the fact that the applicant is okay with wood railings makes it easier. Mr.

Auchey made a motion to approve the application with the amendment that the railings will be wood. Mr. Phillips seconded.

Public Comment: None

Motion and Vote:

Motion: **Mr. Auchey**

Second: **Mr. Phillips**

Vote: **Unanimous**

Case #26-10 – 303 South Blvd. – Addition – Fence

Ms. Liberto read the staff report. The structure had not been determined. Mr. Auchey read through the checklist. He made a motion to determine the structure contributing. Mrs. Gingrich seconded.

Public Comment: None

Motion and Vote:

Motion: **Mr. Auchey**

Second: **Mrs. Gingrich**

Vote: **Unanimous**

Ms. Liberto finished the staff report. The applicant stated that they had no idea that they were in the historic district and needed to get approval. They have other vinyl fences near their backyard. Mr. Frederick said that this specific house was from an era where vinyl fences were more common. Mr. DaSilva said that the type of fence flows with the house. Mr. Auchey said that they normally deny vinyl fences but this house is unique. He said that it is so far back that they cannot see it. Mr. Frederick agreed that the type of house makes it more acceptable. He said that if they had come before constructing it, he would have approved it. Mrs. Gingrich asked how long the visible stretch of fence is. She said that the part that they have not yet built will be very visible. The applicant replied that the foliage will obscure it from view. Mr. Evans asked how much space will be between the fences and who will maintain it. They said that they will use a weedwhacker to maintain the area. Mr. Phillips agreed with everything Mr. Frederick said. Mr. Phillips motioned to approve the application as submitted. Mr. Auchey seconded.

Public Comment: None

Motion and Vote:

Motion: **Mr. Phillips**

Second: **Mr. Auchey**

Vote: **5-2, Mrs. Lawson and Mrs. Gingrich voting nay.**

Mr. Phillips asked a question about a project on his property at 401 Pennsylvania Avenue. He has a garage that is about to fall apart and he needs to repair it. He wants to reface it, redo the roof, and wants to get rid of the man doors. He asked if they need to vote on whether the garage is contributing. Mr. Auchey said that if he is changing it, he has to come before them.

Adjournment:

There being no further business, **Mr. Evans** moved to adjourn the meeting, which was seconded by **Mr. Phillips**, which was brought to a vote and approved unanimously.

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 Department of Infrastructure and Development.

Brenden Frederick, Acting Chairman

Date

Henry Pearson, Associate Planner

Date

Salisbury Historic District Commission

Hearing Notification

Hearing Date: April 22, 2026

Time: 7:00 pm

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

Case Number: #26-11

Commission Considering: Trash Enclosure & Solar Screens

Owner's Name: Wicomico Presbyterian Church

Applicant Name: Mark Cotter

Agent/Contractor: N/A

Subject Property Address: 129 Broad Street
Salisbury, MD 21801

Historic District: Newtown Historic District

Use Category: Church

Acting Chairman: Brenden Frederick

HDC Staff contact: Scarlett Liberto
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: 3-12-26

Case #: _____

Date Accepted as Complete: _____

Action Required By (45 days): _____

Subject Location: Winnick Presbyterian Church

Owner Name: same

Application by: 129 Broad St. Salisbury

Owner Address: _____

Applicant Address: Mark Cotter, Treasurer

Owner Phone: _____

Applicant Phone: 410-749-5792 (H), 410-603-4370 (C)

Owner Email: ptice@winnickpresbyterian.org

Work Involves: Alterations New Construction Addition Other screens window
 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.

two projects: 1) Installation of solar-blocking screens on 2 north + west-facing windows of fellowship hall, and construction of 4'x12'4" x 52" wood
3-sided enclosure along cemetery wall to store rolling trash containers.

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. NO 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 [Signature] Date 3-10-26

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.

Proposed Trash Container Enclosure

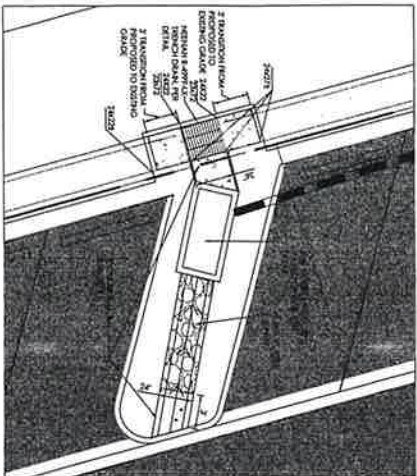
Wicomico Presbyterian Church 129 Broad Street Salisbury, MD 21801

Current Situation: Our five, rolling, municipal trash containers are located in the open, adjacent to the main church parking lot and abutting the south east end of the cemetery fence/wall, near the church kitchen and main entrance. A brick walkway traverses the width of the cemetery, a distance of about 50 feet, adjacent to the north side of the church building

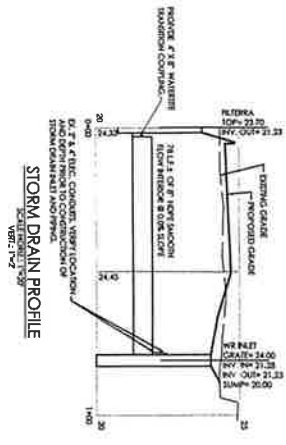
Proposal: Construct a 3-sided, gated wooden enclosure for the trash containers that would remove them from the entrance to the church and screen them from view. This would be located on the opposite, westward-facing side of the brick cemetery wall. Specifically, the gated end of the enclosure would be about 4 feet from the current concrete walkway that leads from the west-side parking lot to the cemetery (see enclosed site map with enclosure site in red). Dimensions would be 52-inches high, bringing it just to the level of the brick wall capstone; 4-foot deep, and approximately 12-feet 4-inches long, sufficient to store our five rolling trash receptacles. Construction would consist of 4-inch by 4-inch pressure treated wooden columns at the corners and every 4 feet along the front, with two 2-inch by 4-inch stringers between each post, and 1-inch by 4-inch by 4-foot planks abutted vertically between each post, even with the tops of the posts, leaving about a 4-inch space between the bottoms of the planks and the ground. The south end of the enclosure, nearest the cemetery walkway, will be hinged and fitted with a latch to create a door. The bottom of the enclosure will consist of brick pavers, non-mortared, which will extend from the gated end of the enclosure to the concrete walkway. The wooden portion of the structure will be painted to match the wooden trim on the main church building, a pale cream shade.

West Side Cemetery wall

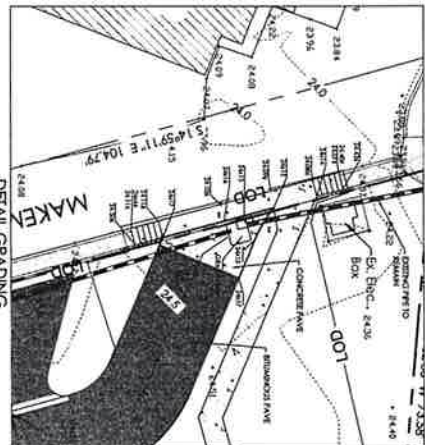
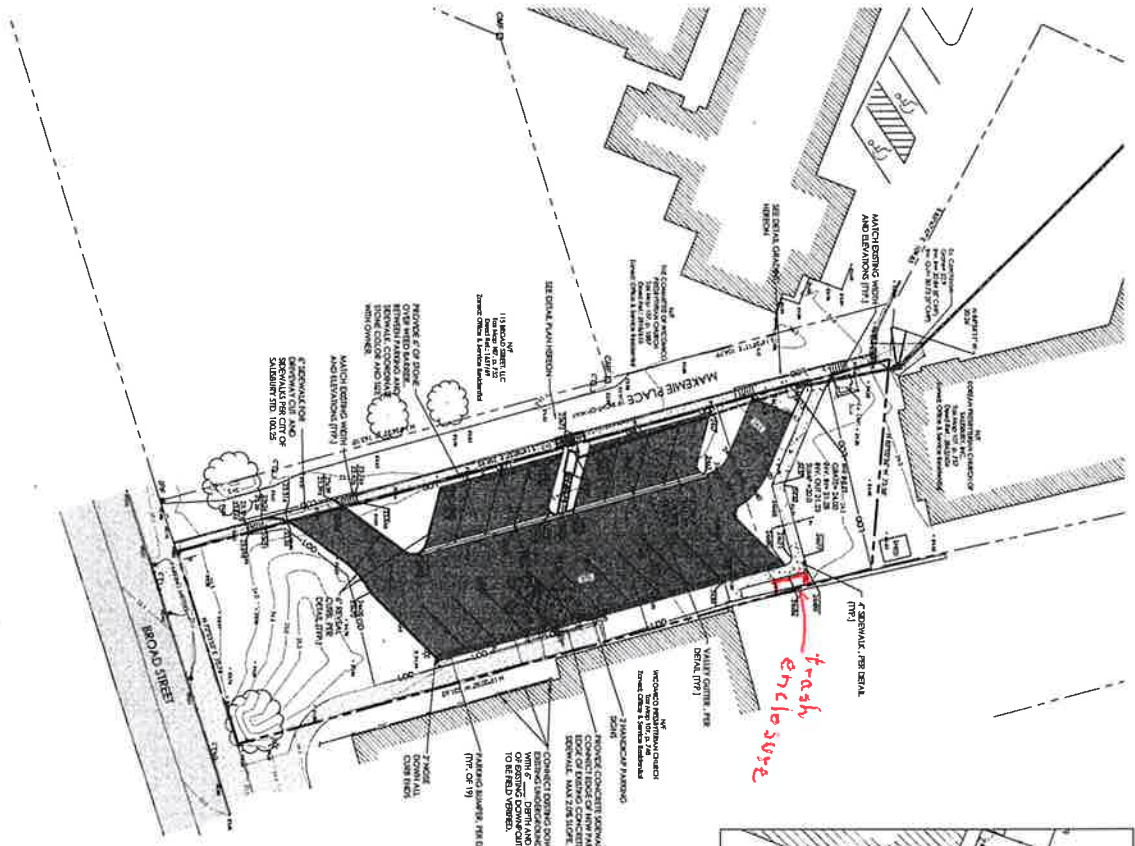




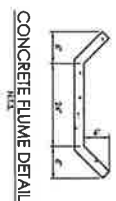
DETAIL PLAN
SCALE: 1/8" = 1'-0"



STORM DRAIN PROFILE
SCALE: 1/8" = 1'-0"



DETAIL GRADING



APPROVED:
CITY OF SALISBURY
DEPARTMENT OF PUBLIC WORKS
MAYOR
DATE: 11/21/20

DESIGNED BY: [Signature]
DATE: 11/21/20

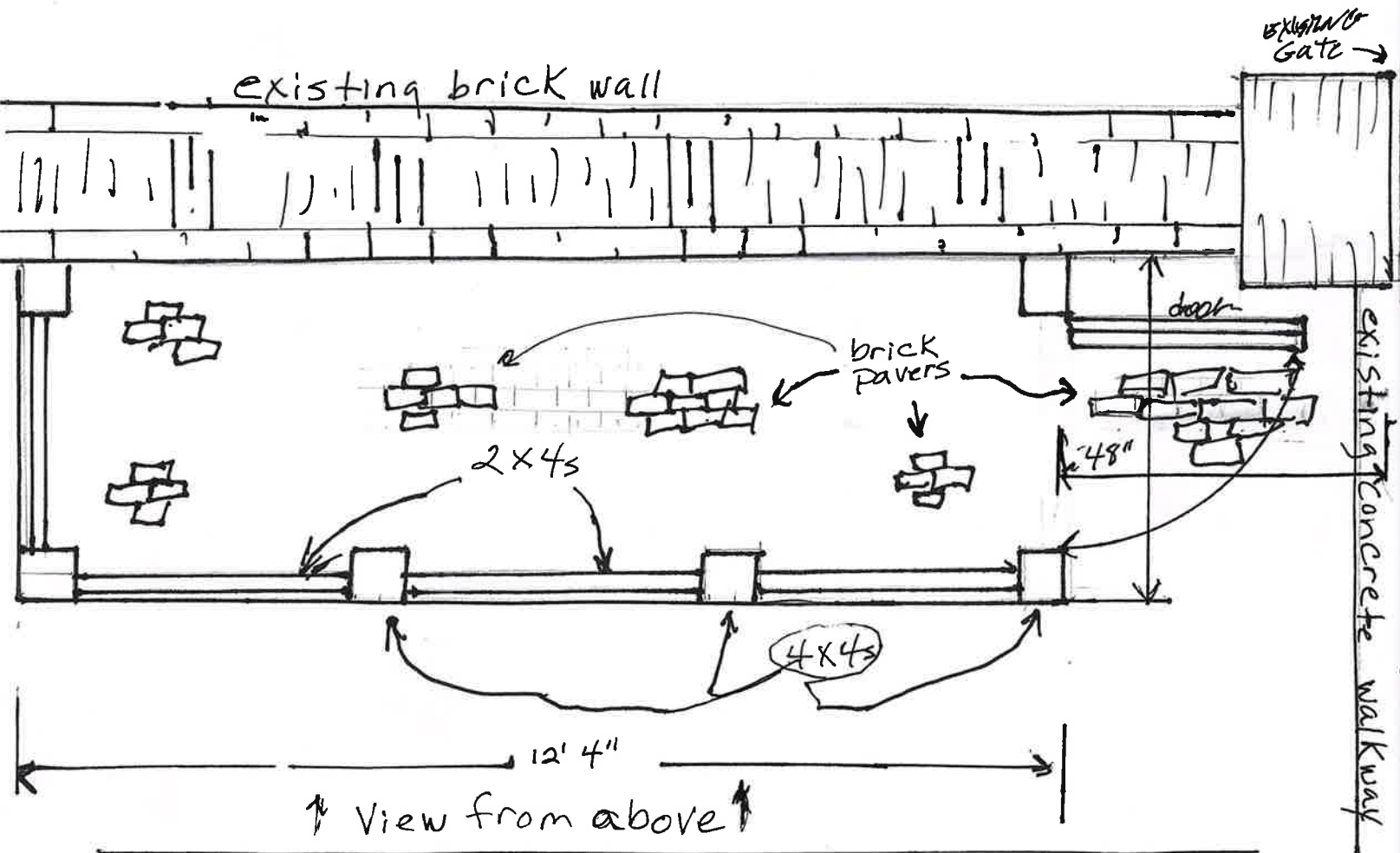
NO.	DATE	DESCRIPTION
1	10/23/20	REVISED PER DD REVIEW LETTER DATED 10/23/20
2	11/12/20	REVISED PER DD REVIEW LETTER DATED 11/12/20
3	11/24/20	REVISED PER WOOD REVIEW LETTER DATED 11/23/20
4	12/17/20	REVISED PER DD REVIEW LETTER DATED 12/17/20

SITE AND GRADING PLAN & STORM DRAIN PROFILES
for
WICOMICO PRESBYTERIAN CHURCH
CITY OF SALISBURY
WICOMICO COUNTY, MARYLAND

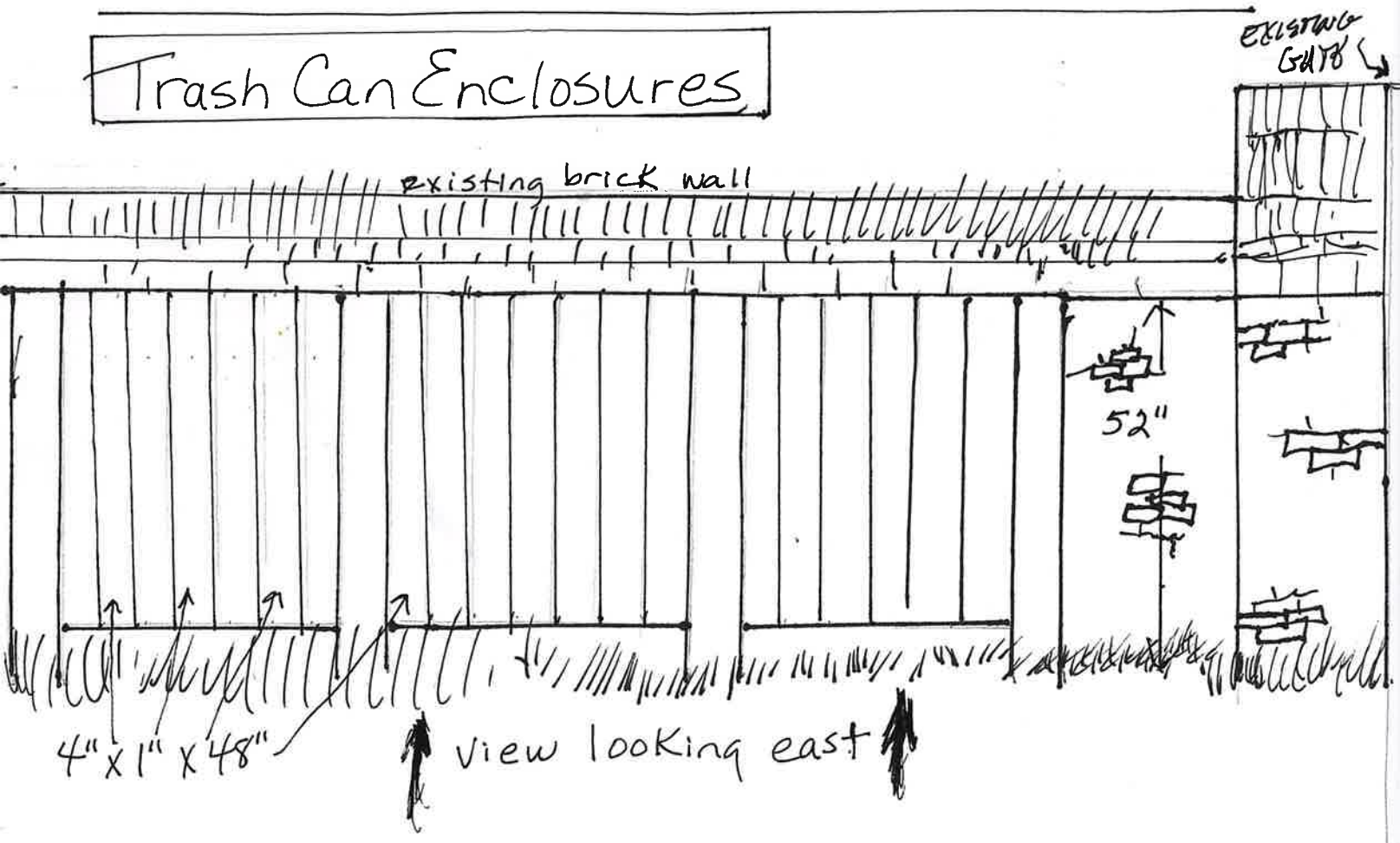


solutions

Cemetery



Trash Can Enclosures





Proposed Solar-blocking Screen Installation

Wicomico Presbyterian Church 129 Broad Street Salisbury, MD 21801

Current Situation: On the ground floor of the church building, in the northwest corner, abutting the cemetery, is the Fellowship Hall, a frequent site of receptions, meetings of church and community groups, and other activities. The room receives significant sunshine through its large windows along its west-and northern wall, rendering it challenging to cool during the summer.

Proposal: Install solar-blocking window screens (See attached for several brands and a sample) on the seven windows of the Fellowship Hall (6 along west side, 1 on north-northwest [cemetery] side). Looking at the enclosed photos of the northwest corner of the church building, these would be the double-hung windows on the ground floor, to the left of the doorway. (The double-hung window to the right of the doorway is to a storage closet, and the second floor, with its swing-out windows, is currently utilized only for storage.) Window screens would be custom-made of white aluminum with specified screen material.

West side of church



West side of Church
Fellowship Hall windows lower left





northwest corner of church

Detail of Fellowship Hall window



Phifer SunTex 80

Blocks up to 80% of the sun's heat.

Standard Colors: Brown, Black, Dark Bronze, Grey Stucco and Beige
Available Widths: 36", 48", 60", 72", 96" and Now 120'

Roll Length: 100' Standard 50' Available

Mesh Weight: 13.5 (oz./sqyd)

Yarn Diameter: (in) .025 Warp, .025 Fill

Fabric Thickness: (in) .040

Openness Factor: Approximately 25%

Uv Blockage: Approximately 75%

Breaking Strength (lb): 400 Warp, 380 Fill

Stiffness (Mg.): 500 Warp, 300 Fill

Stretch (%) 1.1 Warp, 3.8 Fill

Frame Bender

Phifer SunTex 90

Blocks up to 90% of the sun's heat.

Standard Colors: Brown, Black, Dark Bronze, Grey, Stucco and Beige
Available Widths: 36", 48", 60", 72", 96" and 120"

Roll Length: 100' Standard 50' Available

Mesh Weight: 17.2 (oz./sqyd)

Yarn Diameter: (in) .025 Warp, .025 Fill

Fabric Thickness: (in) .039

Openness Factor: Approximately 10%

Uv Blockage: Approximately 90%

Breaking Strength (lb): 480 Warp, 340 Fill

Stiffness (Mg.): 400 Warp, 310 Fill

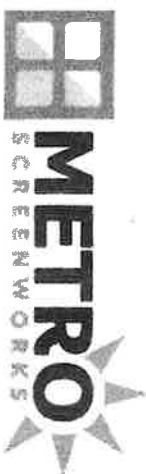
Stretch (%) 4.0 Warp, .1 Fill

Tight Systems

Results are typical for the product and are for reference purposes only. This data cannot be used as a certification or specification

We carry only Phifer Wire Products, SunTex 80 and SunTex 90. Ask for it by name. Phifer is the world leader in fiberglass, Aluminum and vinyl coated polyester screening.

We sell only 1st quality Phifer material. However, Phifers grading criteria allows for various defects within a roll. Rolls may be up to 2 pieces per roll. Not all rolls are continuous. Please call with specific questions regarding the manufactures grading criteria. We do NOT warranty



Keeps Your Living Space Cool On Sunny Days

Watch on Youtube

Solar Screen General Specs

- Wire Diameter: 0.032"
- Blocks 80% of UV Light
- Material: PVC-Coated Polyester
- Available in 100 foot bulk rolls
- Available in widths up to 120"

Benefits of 80% Solar Screen

UV Blocking Screen Mesh

Exposure to UV rays can cause inflammation, sunburn, eye problems, and even cancer. Our solar screen material lets you enjoy fresh air while greatly reducing

exposure.

X

Talk To A Screen Si

Glare Reduction

We all know how annoying the sun can be on our screens. Whether you're working from home, playing a game, or watching tv, the glare can ruin the experie

Get 5% Off

Salisbury Historic District Commission

STAFF FINDINGS

Meeting of April 22, 2026

Case Number:	#26-11
Commission Considering:	New Construction – Build trash enclosure & install solar screens on windows of Fellowship Hall
Owner Name:	Wicomico Presbyterian Church
Owners Address:	129 Broad Street Salisbury, MD 21801
Applicant Name:	Mark Cotter
Applicant's Address:	same as owner
Agent/Contractor:	N/A
Subject Property Address:	129 Broad Street Salisbury, MD 21801
Historic District:	Newtown Historic District
Use Category:	Church
Zoning Classification:	Office & Service Residential
Structure / Site Description:	
Built Date:	1859
Enclosed Area:	8,371 sq. ft. (SDAT Real Property Database)
Lot Size:	52,325 sq. ft. (SDAT Real Property Database)
Number of Stories:	NA
Contributing Structure:	Yes
Wicomico County Historic Survey on file:	Yes; WI-21
Nearby Properties on County Survey:	Yes

Properties included below but not limited to:

- WI-151, Birch Brae Apartments
- WI 14, Dr. Humphreys House
- WI 153-1, House

Explanation of Request:

The applicant is seeking approval to install solar-blocking screens on 6 West facing and 1 North facing windows of their Fellowship Hall. The ground floor of this building is an event space used frequently by the church. The applicant would like to install solar window screens incased by white aluminum. These window screens would help cool the space in the summer months.

The applicant would also like to construct an enclosure along the west facing brick wall of the cemetery for their rolling trashcans. The enclosure will be constructed of 4x4 posts and 1x4x4 planks. The enclosure will have a hinged gate facing the entrance of the cemetery, setback about 4' from the concrete walkway. The trash enclosure will have a flooring of unmortared brick pavers that will extend out to the concrete walkway.

Areas of Historic Guidelines to be considered:

UNIVERSAL GUIDELINES

Guideline 1: Preserve Significant Historic Features

Each style of architecture has a distinctive set of details which contribute to the overall character of the building.

- 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 8: New Exterior Walls

- a. For additions to existing structures, select building materials that are in keeping with materials used on the primary building.
- b. For new construction, select building materials that are in keeping with materials used on the block.
- c. For masonry walls, use bricks of similar size, color, and texture to those used historically. Concrete block and jumbo brick are not appropriate to the character of the Downtown Historic District.
- d. Wood surfaces were historically painted. Unpainted wood surfaces are not historically appropriate, and are not durable.

Guideline 15: General Painting Guidance

- a. Generally, wood surfaces should be painted.
- b. Unpainted masonry surfaces should remain unpainted.

Guideline 32: General Landscaping

- a. New decks, patios, swimming pools, and playground equipment requiring a permanent foundation should be situated in the rear of properties rather than at the front elevation. Where appropriate, these additions should be screened from view with landscaping or vegetation. Additions of this type require a COA.
- b. Historic landscaping features should be maintained and preserved as any other historic feature on the property. The removal of historic landscaping features, including front lawns, hedge rows, and mature trees should be avoided.

Guideline 34: Fences, Retaining Walls, and Gates

- a. Maintain and preserve existing historic fences.
- b. When replacement is necessary, in-kind replacements are the first choice. A simple fence in a style that compliments the surrounding architecture may also be appropriate.
- c. Designs for new fences must be complimentary to the surrounding architecture, and must comply with existing zoning code.
- d. 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 36: New Construction

- a. New structures should be similar in form, scale and height to the surrounding structures.
- b. New structures should be placed on existing vacant lots whenever possible, and should match the setback of surrounding structures. The vast majority of properties in the Downtown Historic District have little to no setback: the front of the building is positioned at the edge of the sidewalk.
- c. Parking lots or parking structures should be placed at the rear of the lot whenever possible. Ideally, access to them should be from a side street to lessen the number of curb cuts along main streets.
- d. New buildings should be compatible with adjacent structures in terms of massing, proportion, size, and scale.
- e. New buildings should be oriented to face the street rather than turned inward, skewed or oriented at angles to the existing street grid.
- f. Services such as delivery or trash removal should be handled from alleys that pass through the middle of the block or otherwise located on a non-visible elevation.

- g. Blank or windowless walls on the front façade or street side are not appropriate.

GUIDELINES FOR COMMERCIAL PROPERTIES

Guideline 39: Replacement Windows for Commercial Properties

- a. Where window replacement is necessary, the new window should match the historic window in size, type, glazing pattern, and profile. The number of window panes and the approximate muntin and mullion profile should match the historic window.
- b. Removable, snap-in, or “between the glass” muntins are not historically appropriate.
- c. Vinyl windows are generally not manufactured in historic proportions and are not appropriate replacement windows for historic properties. Aluminum, aluminum clad wood, and fiberglass are appropriate replacement materials and may be approved if the appearance is complimentary to the existing historic windows and architectural style.
- d. Maintain the historic window opening size and surrounding trim. Do not alter the size of the historic window opening to accommodate larger or smaller windows. Do not remove or cover surrounding trim, including wood and masonry details.
- e. Maintain the window type. For example, do not replace operable windows such as double-hung windows with fixed windows.

STAFF COMMENT

The staff would like to recommend approval for the trash enclosure adjacent to the parking lot and cemetery. As the enclosure will be constructed of wood, painted per **Guideline 15**, and have a brick paver flooring to match with the walkway of the cemetery. The brick pavers will connect to the concrete path to the parking lots, creating easy access for people as well as for moving the trashcans in and out.

The solar screen on the windows of Fellowship Hall comply with the Guidelines. They are a temporary addition that could be removed at any time, the same way as a typical window screen, because of this the staff would like to recommend approval.

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: Scarlett Liberto
Infrastructure and Development
125 N Division Street, Suite 304

Salisbury, MD 21801
(410) 548-3170
Date: March 17, 2026

WI-21

Wicomico Presbyterian Church

Architectural Survey File

This is the architectural survey file for this MIHP record. The survey file is organized reverse-chronological (that is, with the latest material on top). It contains all MIHP inventory forms, National Register nomination forms, determinations of eligibility (DOE) forms, and accompanying documentation such as photographs and maps.

Users should be aware that additional undigitized material about this property may be found in on-site architectural reports, copies of HABS/HAER or other documentation, drawings, and the “vertical files” at the MHT Library in Crownsville. The vertical files may include newspaper clippings, field notes, draft versions of forms and architectural reports, photographs, maps, and drawings. Researchers who need a thorough understanding of this property should plan to visit the MHT Library as part of their research project; look at the MHT web site (mht.maryland.gov) for details about how to make an appointment.

All material is property of the Maryland Historical Trust.

Last Updated: 08-29-2003

WI-21
Wicomico Presbyterian Church
Salisbury
Public worship

1859, 1910

Prominently situated on the north side of US Route 50 in the center of Salisbury is the Wicomico Presbyterian Church, a building that blends a mid 19th century Romanesque Revival sanctuary erected in 1859 with a Colonial Revival front designed by the Baltimore architectural firm of Owens and Sisco and erected in 1910. Centered on the front wall is a multi-storied entrance tower topped by an octagonal broach spire. The main body of the church dates from the mid 19th century and has a series of round arched windows and brick corbelling on the east and west sides. The interior was extensively remodeled during the early 20th century, but remnants of the original decorative painting remain in places. Mid to late 20th century additions have been attached to the back of the building.

Wicomico Presbyterian Church traces its origin and early worship in this region to the early 1670s. The first three church buildings were located on sites west of Salisbury, initially on a site in the vicinity of Upper Ferry and then on two parcels of land along Rockawalkin Creek. The congregation remained at the second Rockawalkin site until the early 19th century when it was decided that a town church would be much more convenient to a growing congregation in Salisbury. In 1830 a single-story, gable-front frame building was erected on a lot donated by Mrs. Sarah Huston of Poplar Hill. The initial town church stood near the intersection Poplar Hill Avenue and Church Street until 1838 when it was moved to the present church site on Broad Street.

The steady growth of Salisbury during the pre-Civil War years encouraged the Presbyterians to erect a new brick church in 1859 during the pastorship of Reverend J. T. H. Waite. Measuring 43' across by 65' deep, the Romanesque inspired building included a four-story entrance and bell tower in front and a polygonal lecture room to the rear. The interior was embellished with elaborate paint decoration. The contract for the brick church was executed under the guidance and skill of W. Angelo Powell for a little more than \$4,000.

By the turn of the twentieth century the 1859 building was no longer large enough to accommodate an expanded congregation. In 1908 it was decided that the church would be enlarged by adding 30' to 40' in front and introducing a new entrance tower. The addition and redesign of the front was accomplished by the Baltimore architectural firm of Owen and Sisco and the work was executed by Salisbury contractor Thomas M. Slemons. Further additions to the church facilities were made in 1941 and 1958.

MARYLAND HISTORIC PRESERVATION PLAN INFORMATION

RESOURCE NAME: Wicomico Presbyterian Church

MHT INVENTORY NUMBER: WI-21

MARYLAND COMPREHENSIVE PLAN DATA

1. Historic Period Theme(s): Architecture
Religion
2. Geographic Orientation: Eastern Shore
3. Chronological/Development Period(s): Industrial/Urban Dominance
1870-1930
4. Resource Type(s): Church

**Maryland Historical Trust
State Historic Sites Inventory Form**

**MARYLAND INVENTORY OF
HISTORIC PROPERTIES**

Survey No. WI-21

Magi No.

DOE yes no

1. Name (indicate preferred name)

historic Wicomico Presbyterian Church

and/or common

2. Location

street & number 129 Broad Street not for publication

city, town Salisbury vicinity of congressional district First

state Maryland county Wicomico

3. Classification

Category	Ownership	Status	Present Use
<input type="checkbox"/> district	<input type="checkbox"/> public	<input checked="" type="checkbox"/> occupied	<input type="checkbox"/> agriculture <input type="checkbox"/> museum
<input checked="" type="checkbox"/> building(s)	<input checked="" type="checkbox"/> private	<input type="checkbox"/> unoccupied	<input type="checkbox"/> commercial <input type="checkbox"/> park
<input type="checkbox"/> structure	<input type="checkbox"/> both	<input type="checkbox"/> work in progress	<input type="checkbox"/> educational <input type="checkbox"/> private residence
<input type="checkbox"/> site	Public Acquisition	Accessible	<input type="checkbox"/> entertainment <input checked="" type="checkbox"/> religious
<input type="checkbox"/> object	<input type="checkbox"/> in process	<input checked="" type="checkbox"/> yes: restricted	<input type="checkbox"/> government <input type="checkbox"/> scientific
	<input type="checkbox"/> being considered	<input type="checkbox"/> yes: unrestricted	<input type="checkbox"/> industrial <input type="checkbox"/> transportation
	<input checked="" type="checkbox"/> not applicable	<input type="checkbox"/> no	<input type="checkbox"/> military <input type="checkbox"/> other:

4. Owner of Property (give names and mailing addresses of all owners)

name Trustees of Wicomico Presbyterian Church

street & number 129 Broad Street telephone no.:

city, town Salisbury state and zip code Maryland 21801

5. Location of Legal Description

courthouse, registry of deeds, etc. Wicomico County Clerk of Court liber

street & number Wicomico County Courthouse folio

city, town Salisbury state MD 21801

6. Representation in Existing Historical Surveys

title Maryland Inventory of Historic Properties

date 1972 federal state county local

depository for survey records Maryland Historical Trust

city, town Crownsville state MD 21032

7. Description

Survey No. WI-21

Condition		Check one	Check one	
<input type="checkbox"/> excellent	<input type="checkbox"/> deteriorated	<input type="checkbox"/> unaltered	<input checked="" type="checkbox"/> original site	
<input checked="" type="checkbox"/> good	<input type="checkbox"/> ruins	<input checked="" type="checkbox"/> altered	<input type="checkbox"/> moved	date of move _____
<input type="checkbox"/> fair	<input type="checkbox"/> unexposed			

Prepare both a summary paragraph and a general description of the resource and its various elements as it exists today.

The Wicomico Presbyterian Church is located at 129 Broad Street in the center of Salisbury, Wicomico County, Maryland. The single-story brick church faces south with the gable roof oriented on a north/south axis.

Built in 1859 and extensively reworked in 1910, the rectangular single-story mid 19th century brick church is laid in eight-course common bond, and the steeply pitched roof is covered with slate shingles. The front of the church was redesigned and enlarged in 1910. The early twentieth century facade is laid in stretcher bond with an entrance and bell tower rising in the center. Attached to the back of the building is a series of brick additions that have expanded the Sunday School and administrative offices.

The south (main) facade is a symmetrical elevation with a center double door entrance incorporated within a broad, round arched opening filled with a colored glass transom. The entrance arch is fitted with a keystone, and the door sill is marble. Fixed in the southeast corner of the tower is a large marble datestone inscribed, "Wicomico Presbyterian Church, Organized 1683-1690, Erected 1859, Rebuilt 1910." On each side of the tower are round arched window openings spanned by triple tiered rowlock arches. The second level is marked by round windows in each side with a keystoned brick border highlighting each opening. The corners of the tower are accented with brick quoins. Rising atop the second story of the tower is an octagonal drum pierced by round arched louvered openings in each side. Skirting the perimeter of the tower is a Colonial Revival balustrade with large square newel posts topped by ball finials. Rising atop the drum is an octagonal broach spire with a bell-curved base. Piercing the wall to each side of the tower are large round arched window openings filled with colored glass. The corners of the church are accented with quoins executed in the same brick as the church.

Each side of the church is marked by a series of six round arched sanctuary windows filled with colored glass. The individual bays are defined by plain brick pilasters, and at the over each window is a row of corbeled brickwork. The southeast corner of the church features a large stone date plaque inscribed, "Wicomico Church, A.D. 1859." The base of the side walls is embellished with a stepped watertable.

The north gable end of the mid 19th-century church is largely covered by a mid 20th century brick addition. The edge of the roof is flush and trimmed with a molded bargeboard.

The interior has been extensively remodeled during the 20th century. Remnants of mid 19th century decorative painting survives in a few areas.

8. Significance

Period	Areas of Significance—Check and justify below			
<input type="checkbox"/> prehistoric	<input type="checkbox"/> archeology-prehistoric	<input type="checkbox"/> community planning	<input type="checkbox"/> landscape architecture	<input checked="" type="checkbox"/> religion
<input type="checkbox"/> 1400-1499	<input type="checkbox"/> archeology-historic	<input type="checkbox"/> conservation	<input type="checkbox"/> law	<input type="checkbox"/> science
<input type="checkbox"/> 1500-1599	<input type="checkbox"/> agriculture	<input type="checkbox"/> economics	<input type="checkbox"/> literature	<input type="checkbox"/> sculpture
<input type="checkbox"/> 1600-1699	<input checked="" type="checkbox"/> architecture	<input type="checkbox"/> education	<input type="checkbox"/> military	<input type="checkbox"/> social/humanitarian
<input type="checkbox"/> 1700-1799	<input type="checkbox"/> art	<input type="checkbox"/> engineering	<input type="checkbox"/> music	<input type="checkbox"/> theater
<input checked="" type="checkbox"/> 1800-1899	<input type="checkbox"/> commerce	<input type="checkbox"/> exploration/settlement	<input type="checkbox"/> philosophy	<input type="checkbox"/> transportation
<input checked="" type="checkbox"/> 1900-	<input type="checkbox"/> communications	<input type="checkbox"/> industry	<input type="checkbox"/> politics/government	<input type="checkbox"/> other (specify)
		<input type="checkbox"/> invention		

Specific dates 1859, 1910 **Builder/Architect**

check: Applicable Criteria: A B C D
and/or
Applicable Exception: A B C D E F G

Level of Significance: national state local

Prepare both a summary paragraph of significance and a general statement of history and support.

Prominently situated on the north side of US Route 50 in the center of Salisbury is the Wicomico Presbyterian Church, a building that blends a mid 19th century Romanesque Revival sanctuary erected in 1859 with a Colonial Revival front designed by the Baltimore architectural firm of Owens and Sisco and erected in 1910. Centered on the front wall is a multi-storied entrance tower topped by an octagonal broach spire. The main body of the church dates from the mid 19th century and has a series of round arched windows and brick corbelling on the east and west sides. The interior was extensively remodeled during the early 20th century, but remnants of the original decorative painting remain in places. Mid to late 20th century additions have been attached to the back of the building.

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The steady growth of Salisbury during the pre-Civil War years encouraged the Presbyterians to erect a new brick church in 1859 during the pastorship of Reverend J. T. H. Waite.² Measuring 43' across by 65' deep, the Romanesque inspired building included a four-story entrance and bell tower in front and a polygonal lecture room to the rear. The interior was embellished with elaborate paint decoration. The contract for the brick church was executed under the guidance and skill of W. Angelo Powell for a little

¹ Slemons, Mrs. J. William, *Wicomico Presbyterian Church*, Salisbury, Maryland (1683-1959), p. 11.

² *Ibid.* p. 13.

8.1 SIGNIFICANCE

Wicomico Presbyterian Church, WI-21
129 Broad Street
Salisbury, Wicomico County, Maryland

more than \$4,000.³

By the turn of the twentieth century the 1859 building was no longer large enough to accommodate an expanded congregation. In 1908 it was decided that the church would be enlarged by adding 30' to 40' in front and introducing a new entrance tower. The redesign of the building was accomplished by the Baltimore architectural firm of Owen and Sisco and the work was executed by Salisbury contractor Thomas M. Slemons.⁴ Further additions to the church facilities were made in 1941 and 1958.

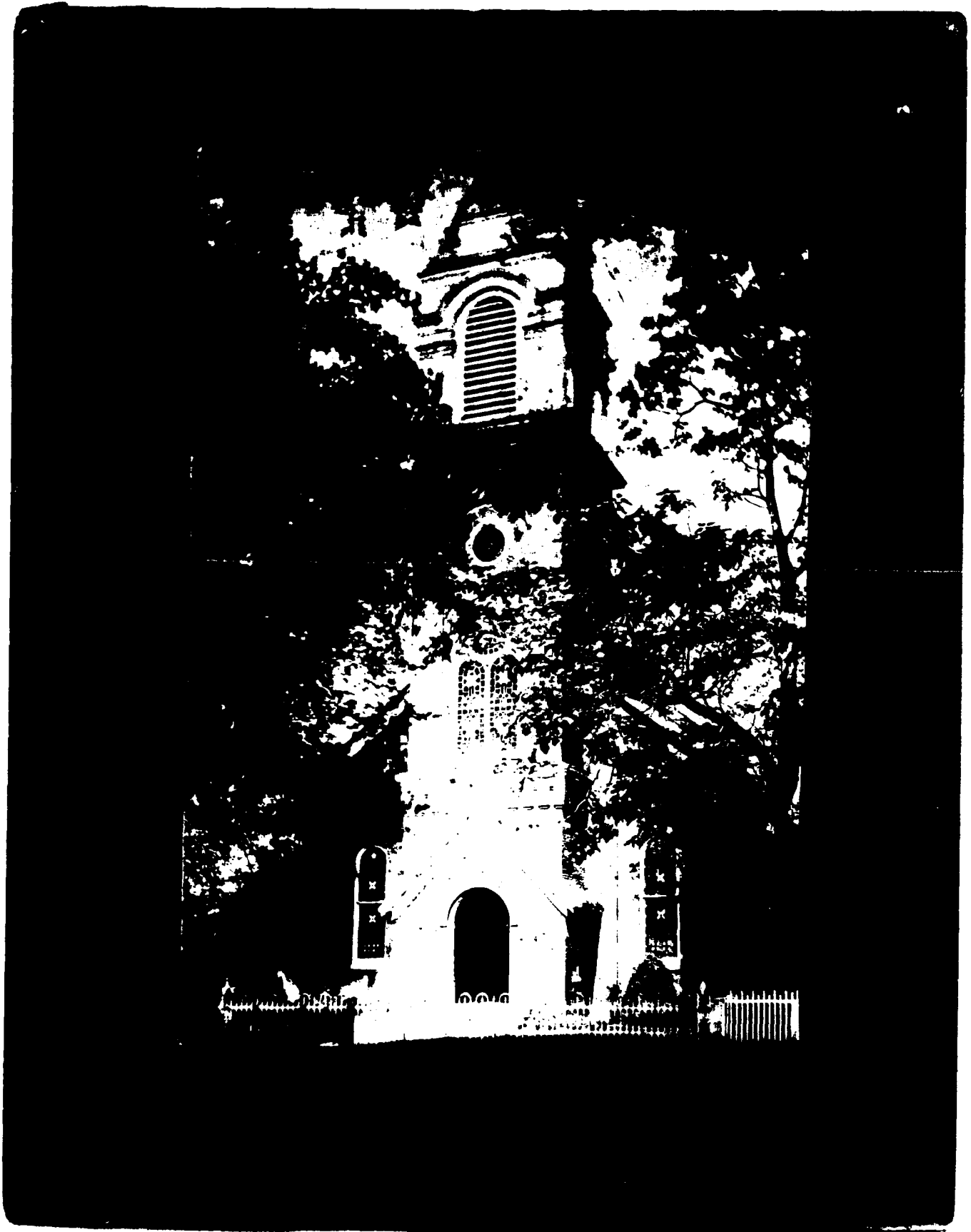
The Wicomico Presbyterian Church is a highly important architectural and historical site in the City of Salisbury. It deserves listing in *Category A*, which identifies buildings that must be preserved.

³ *Ibid.* p. 15.

⁴ *Salisbury Advertiser*, April 30, 1910.

WICOMICO PRESBYTERIAN CHURCH in Salisbury, Maryland, before it was remodelled.

WI-21





Salisbury, Md., Saturday, April 30, 1910.

GORNER STONE

Unearthed. Wicomico Presbyterian Church,
Interesting Relics Found Including Copy
Of The Salisbury ADVERTISER.

An incident of very great interest took place at the Wicomico Presbyterian Church on Wednesday morning of this week when representatives of the session and the Church committee met to unearth the Corner Stone of the old church.

In the hollow of the stone a tin box was found, rusted but intact, containing a bible, a Confession of Faith of the Presbyterian Church, a list of the ministers of the General Assembly for the year 1858, a copy of the SALISBURY ADVERTISER, giving an account of the erecting of the building a list of the members of the Church at the time and a list of contributors with the amount contributed opposite each name. Only one coin was found, a penny of the year 1858. The church was erected in 1859, during the ministry of the Rev. Dr. Waite, whose pastorate was a long and very successful one, he being a man of great influence in the community.

After the contents of the box had been inspected by those present, they were carefully replaced and entrusted to the care of the Clerk of the Session, Rev. Mr. Beale, the present pastor of the Church, then led in a fervent prayer thanking Almighty God for his just blessings and beseeching Him for his continued presence and benediction.

The old corner stone will likely be placed in the wall where the addition begins and new corner stone be laid in the front of the new tower. The work of enlarging the church is being done by contractor Thomas M. Slemmons under the personal supervision of Owen and Bisco, architects of Baltimore City and will cost about \$9,000. The work is to be completed by September the first.

Gent's furnishing goods, &c. No. 47 Main St.
WILLIS AND SON, Wholesale and Retail
 alers in Groceries, Provisions, Notions, Gilling-
 inc, Wood and Willow-ware, Fishing Tackle,
 ton and Manila Rope, Corn-meal, &c. No. 70
 in Street.
HAYMAN, Dealer in Groceries, Tobacco,
 tions and General Merchandise. No. 69 Main
 set.

Editors.

JEL MALONE, Editor of the "Salisbury
 verti-
BE litor and Publisher of the "Eastern
 oren.

Fruit Dealer.

CATHELL, Dealer in, and Grower of Small
 uits. Salisbury, Md.

Hotel.

TRACY, Proprietor of the "Peninsula Ho-
 l," also of the "Atlantic Hotel," "Ocean City."

sale and Retail Dealer in Dressing
 faced Boards, House-framing, Box-boards, Oak
 Lumber suitable for Vessel Material, Gum, Wal-
 nut, Oak and Cherry Hubs, Balusters, Newel Posts,
 Fence Pickets, Post Caps, Flower Vases, Broom
 Handles, Spinning Wheels, Pumps. Turning of
 all Kinds and Styles of Wood and Iron a Specialty.
 Wool carded from July 1st to October 31st. Also
 Manufacturer of Flour, Meal and Feed Stuff. Wi-
 comico Falls Mills, No. 2 Mill Street, Salisbury, Md.

SALISBURY

WICOMICO CO.

Dists. Nos 95 & 8

WI-21

Wicomico Presbyterian Church
 Salisbury

Lake, Griffing, and Stevenson
 1877

Mills.

GEO. W. LEONARD, Farmer and Proprietor of
 Saw and Grist Mill. Res. and mill 4 1/2 miles north
 of Salisbury.

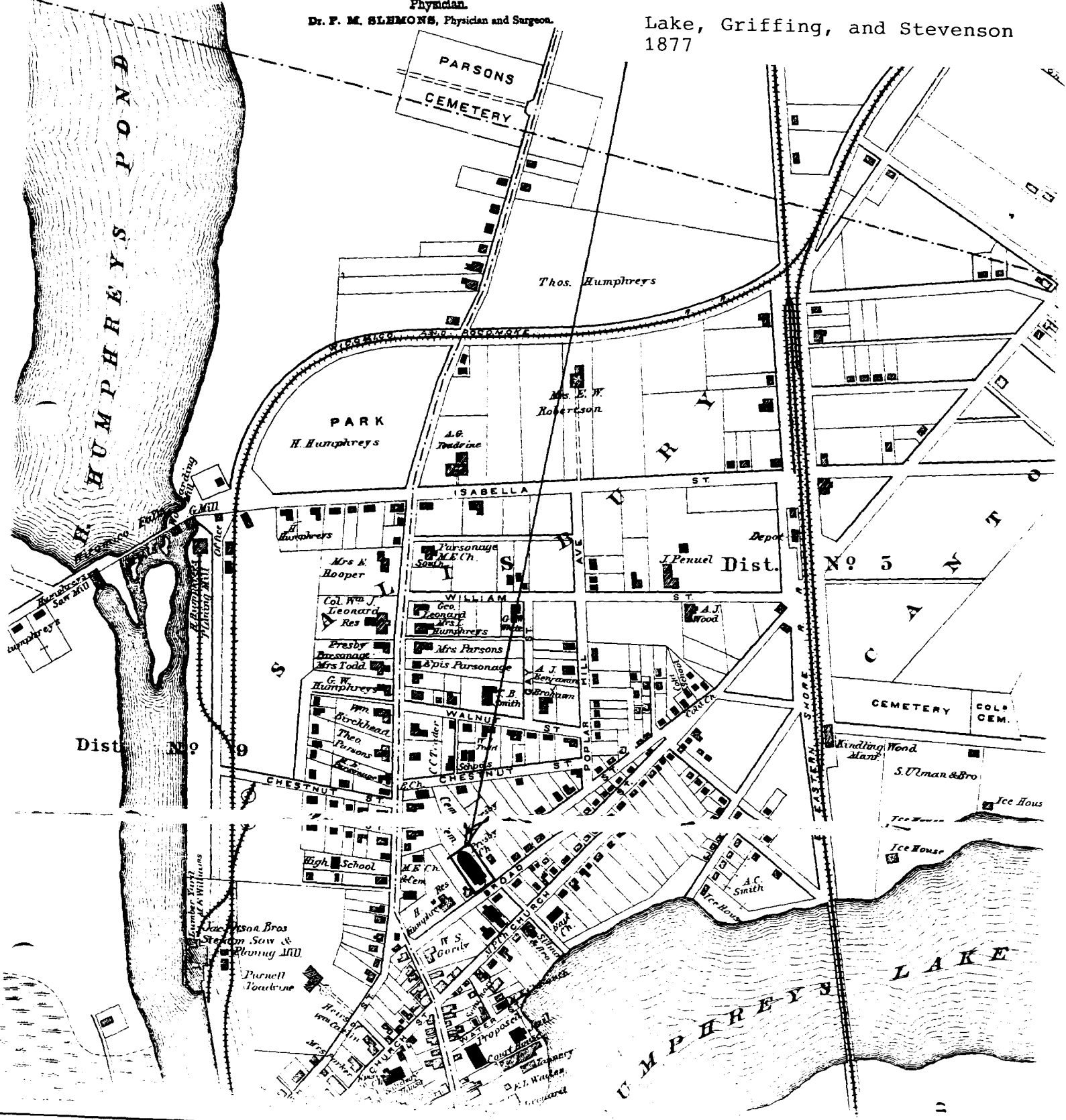
JOHN WILLIAMS, Farmer and Proprietor of
 Saw and Grist Mill 5 miles north of Salisbury.

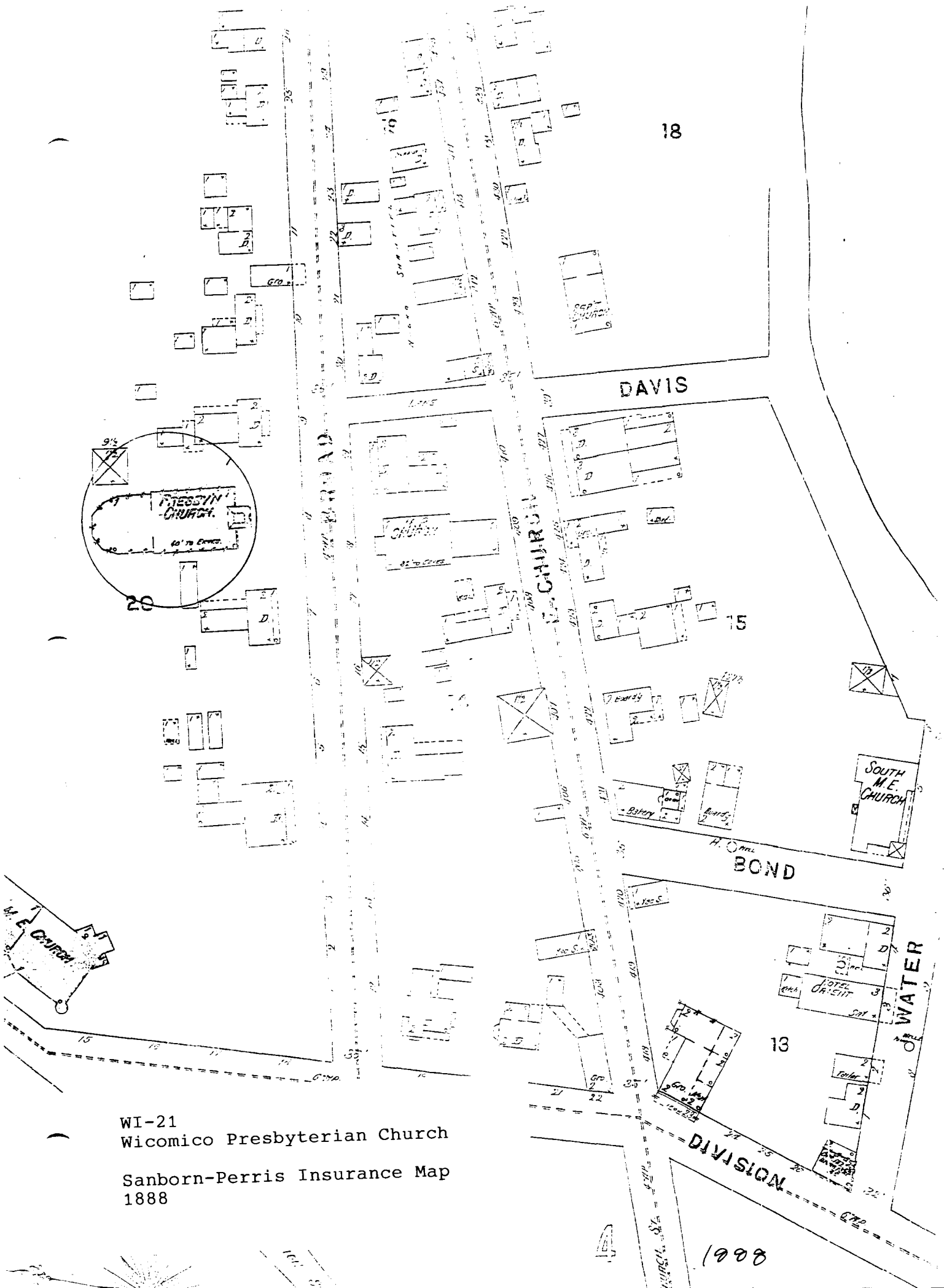
GEO. H. W. RUARK, Farmer and Proprietor of
 "Ruark Mills" 3 miles north of Salisbury. Res.
 Salisbury.

M. A. PARSONS, Proprietor of S. S. Mill, 2
 miles west of Salisbury on Wicomico River. Also
 Proprietor of Marine Railway.

Physician.

Dr. F. M. SLEMONS, Physician and Surgeon.





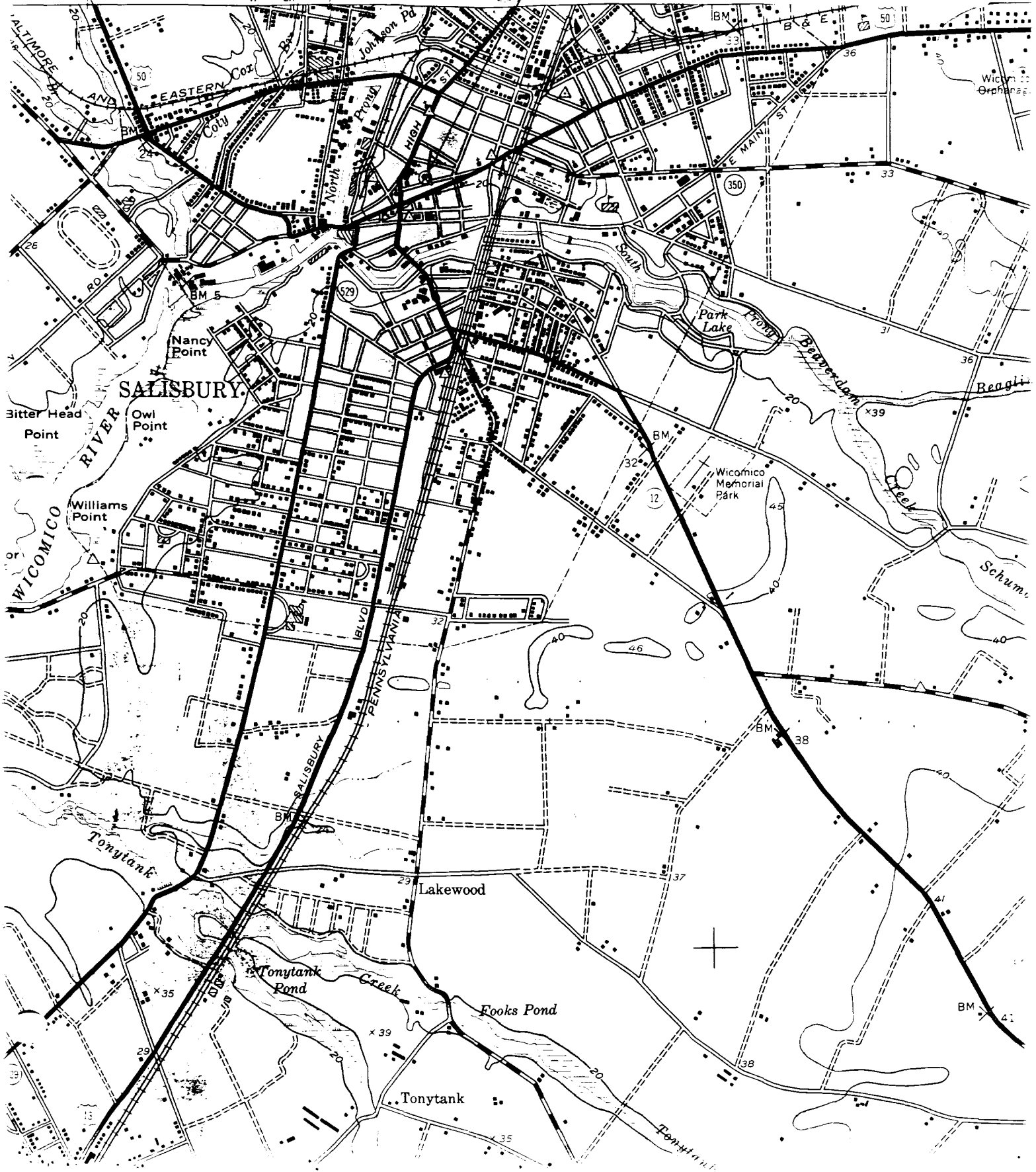
WI-21
 Wicomico Presbyterian Church
 Sanborn-Perris Insurance Map
 1888

1908

WI-21
Wicomico Presbyterian Church
Salisbury, Maryland Quadrangle
1942

UNITED STATES
DEPARTMENT OF THE INTERIOR
GEOLOGICAL SURVEY

CAMBRIDGE 31 MI.
VIENNA 15 MI. 447000m E.




1. STATE <i>Maryland</i> COUNTY <i>Wicomico</i> TOWN <i>Salisbury</i> VICINITY <i>North</i> STREET NO. <i>Broad Street at South end</i> ORIGINAL OWNER <i>Baptist</i> ORIGINAL USE <i>Religious</i> PRESENT OWNER <i>Wicomico Baptist Church</i> PRESENT USE <i>Religious</i> WALL CONSTRUCTION <i>brick</i> NO. OF STORIES <i>1</i>	HISTORIC AMERICAN BUILDINGS SURVEY INVENTORY <i>1001</i> 2. NAME <i>Wicomico Presbyterian Church</i> DATE OR PERIOD <i>1859 + 1910</i> STYLE <i>Greek Revival & "Colonial Revival"</i> ARCHITECT BUILDER 3. FOR LIBRARY OF CONGRESS USE
--	--

4. NOTABLE FEATURES, HISTORICAL SIGNIFICANCE AND DESCRIPTION <p style="text-align: right;">OPEN TO PUBLIC <i>yes</i></p> <p>3 bays wide and six deep</p> <p><u>Interior</u></p> <p>dark wood pews dark wainscot 8 front windows same 4 back ones with figures</p> <p>facade (back of church -- 2 large stain glass windows and double doors with stain glass transom wood ceiling supported by [see sketch on M. Bourne's hand-written notes]</p> <p><u>Pulpit</u></p> <p>Reader's chair flanked by two chairs on platform table on floor level organ in large ? behind chair and directly opposite door</p> <p>wall -- plaster to look like ? rope-like design around windows</p>
--

5. PHYSICAL CONDITION OF STRUCTURE Endangered <i>NO</i> Interior <i>good</i> Exterior <i>good</i>
--

<p>wood ceiling</p> <p style="text-align: center;">[continued on reverse side]</p>
--

6. LOCATION MAP (Plan Optional) 	7. PHOTOGRAPH 8. PUBLISHED SOURCES (Author, Title, Pages) INTERVIEWS, RECORDS, PHOTOS, ETC. 9. NAME, ADDRESS AND TITLE OF RECORDER <i>Michael Bourne</i> MD. HISTORICAL TRUST BOX 1704 ANNAPOLIS, MD. 21404 DATE OF RECORD <i>Jan, 1970</i>
--	---

SUPPLEMENTAL INFORMATION AND PHOTOGRAPHS MAY BE ADDED ON SHEET OF SAME SIZE

WI-21

Wicomico Presbyterian Church

Facade

tower in middle between two wide stain glass windows --
heavy frieze below pediment.

tower has double door with fanlight -- round windows
in center of tower

balustrade and top -- tall louvered cupola with spire
atop a slate roof

erected 1859 -- rebuilt 1910

Original building was four bays deep. The two bays and facade
nearest street were built in 1910

Wacona Presbyt. Church.

WI-21

3 bays wide + 6 deep

1859

Interior

dark wood pews -

" wainscot

8 front with same

4 back ones with figure

facade (back of tank) 2 large stain glass windows
+ double door w/ stain glass transoms.

wood ceiling supported by 5



Pulpit

Readers chair flanked by 2 chairs on platform
table on floor level

Chair behind ~~the~~ Readers chair

Organ - large arched behind chair +
double doors opposite door.

Wall - plaster to look like color masonry
repetitive design around windows -
wood ceiling -

Wicomico Protestant Church -

facade -

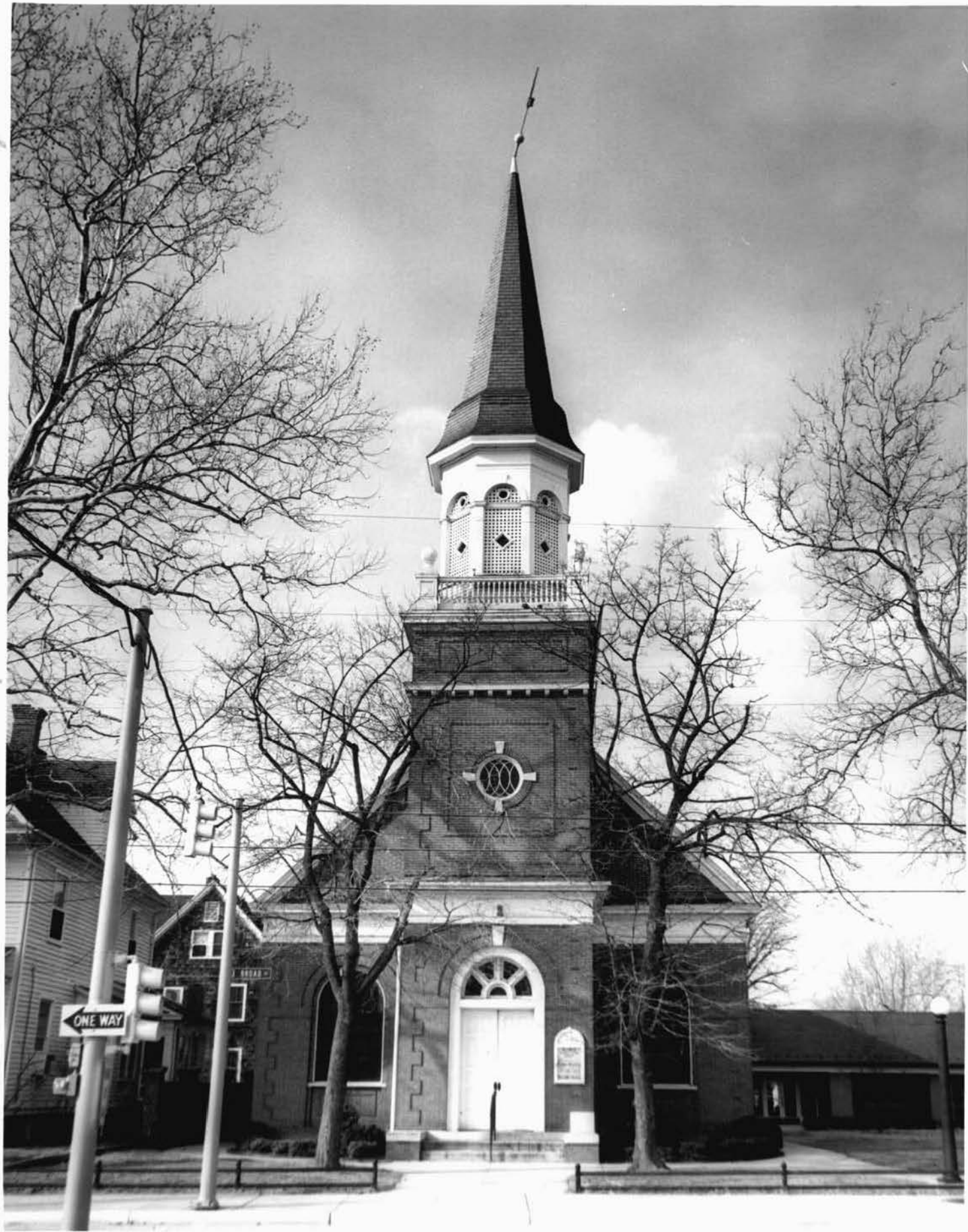
tower in middle btw 2 wide stain
glass windows. - heavy frieze below pediment.

tower has double door w/ fanlight - round window
in center of tower -

balustrade and top - tall fluted cupola
with spire atop w/ skeltony

erected 1859 - ~~rebuilt~~ 1910.

Original building was 4 bays deep.
the 2 bays + facade nearest street were built:
1910.



WI-21 Wicomico Presbyterian Church

1974

[View Map](#) [No Ground Rent Redemption on File](#) [No Ground Rent Registration on File](#)

Special Tax Recapture: None

Account Number: District - 05 **Account Identifier -** 026822

Owner Information

Owner Name: WICOMICO PRESBYTERIAN CHURCH **Use:** EXEMPT COMMERCIAL
Principal Residence: NO
Mailing Address: 129 BROAD ST **Deed Reference:**
 SALISBURY MD 21801

Location & Structure Information

Premises Address: 123 BROAD ST **Legal Description:** LOT
 SALISBURY 21801-0000 123-205 BROAD ST
 CITY OF SALIS

Map:	Grid:	Parcel:	Neighborhood:	Subdivision:	Section:	Block:	Lot:	Assessment Year:	Plat No:
0107	0009	0748	10002.23	0000				2026	
									Plat Ref:

Town: SALISBURY

Primary Structure Built	Above Grade Living Area	Finished Basement Area	Property Land Area	County Use
1859	8,371 SF		52,325 SF	

Stories	Basement	Type	Exterior Quality	Full/Half Bath	Garage	Last Notice of Major Improvements
		CHURCH /	C3			

Value Information

	Base Value	Value		
		As of 01/01/2026	Phase-in Assessments As of 07/01/2025	As of 07/01/2026
Land:	295,400	295,400		
Improvements	403,300	405,400		
Total:	698,700	700,800	698,700	699,400
Preferential Land:	0	0		

Transfer Information

Seller:	Date:	Price:
Type:	Deed1:	Deed2:
Seller:	Date:	Price:
Type:	Deed1:	Deed2:
Seller:	Date:	Price:
Type:	Deed1:	Deed2:

Exemption Information

Partial Exempt Assessments:Class		07/01/2025	07/01/2026
County:	700	698,700.00	699,400.00
State:	700	698,700.00	699,400.00
Municipal:	700	698,700.00	699,400.00

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: April 22, 2026

Time: 7:00 pm

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

Case Number: #26-12

Commission Considering: Addition – Driveway Widening

Owner's Name: Vernal Adlain

Applicant Name: Same as Owner

Agent/Contractor: N/A

Subject Property Address: 405 Park Avenue
Salisbury, MD 21801

Historic District: Newtown Historic District

Use Category: Residential

Acting Chairman: Brenden Frederick

HDC Staff contact: Henry Pearson
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: 3/17/26

Case #: _____

Date Accepted as Complete: _____

Action Required By (45 days): _____

Subject Location: 405 Part Ave

Owner Name: Adlain Vernal

Application by: Adlain Vernal

Owner Address: 206 E Isabella St

Applicant Address: 206 E Isabella St

Owner Phone: 410 422 0024

Applicant Phone: 410 422 0024

Owner Email: _____

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.

Driveway

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 [Signature] Date _____

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

















Salisbury Historic District Commission

STAFF FINDINGS

Meeting of April 22, 2026

Case Number:	#26-12
Commission Considering:	Alterations – Driveway Widening
Owner Name:	Adlain Vernal
Owners Address:	206 E Isabella St. Salisbury, MD 21801
Applicant Name:	Adlain Vernal
Applicant's Address:	Same as owner
Agent/Contractor:	N/A
Subject Property Address:	405 Park Avenue
Historic District:	Newtown Historic District
Use Category:	Residential
Zoning Classification:	R-8 Residential
Structure / Site Description:	
Built Date:	1942
Enclosed Area:	2,009 sq. ft. (SDAT Real Property Database)
Lot Size:	5,984 sq. ft. (SDAT Real Property Database)
Number of Stories:	2
Contributing Structure:	Not Determined
Wicomico County Historic Survey on file:	No
Nearby Properties on County Survey:	Yes
Properties included below but not limited to:	
• WI-599, Hooper S. Miles House	
• WI-425, Bethesda Church House	

- WI-460, Marion V. Brewington House

Explanation of Request: The applicant is seeking retroactive approval for the widening of an asphalt driveway on the side of the home.

Areas of Historic Guidelines to be considered:

UNIVERSAL GUIDELINES

Guideline 33: Walkways, Driveways, and Parking Lots

Walkways, driveways, and parking lots are integral features within all of Salisbury's historic districts. Their location, materials, and overall appearance on the property and within the streetscape is a historic feature that contributes to the district as a whole and should be retained and preserved. Historic Districts where single-family residences are converted to multi-family. Within the Historic District are small surface parking areas for religious buildings and a few commercial properties. Surface parking areas are not contributing features, but impact the character of the historic district.

- a) Avoid altering the original layout, size, dimensions, textures, and materials of historic walkways and driveways.
- b) Walkways and driveways that have fallen into disrepair should be repaired rather than replaced wherever possible.
- c) Concrete is the recommended material for new sidewalk construction. The material and pattern of the existing sidewalk within the block should be maintained.
- d) Establishing a new pattern using concrete pavers, red or yellow brick may be appropriate if it is compatible with the historic quality of the street and will be reviewed on a case-by-case basis.
- e) Sidewalks must provide curb cuts per code and ADA guidelines.
- f) Historic walkways which have been lost or altered may be restored based on existing documentation of the original design, or if no documentation is available, a new feature may be designed to be compatible with the overall historic layout of the property. The new design should be compatible with the location, configuration, dimension, scale, materials, and color of the historic property and the surrounding district.
- g) Walkway and driveway materials and colors should be consistent with those used historically, including brick, flagstone, and gravel. Concrete and asphalt are other options which are potentially appropriate.
- h) Construction of new parking lots for subdivided residential properties should be avoided, or located at the rear or side of the property. Provide a landscaped buffer to screen the parking area from view. Plant material should be no more than 42" in height in order to screen the vehicles but still allow for visual access into and from the lots.
- i) For commercial or institutional parking, the overall effect on the character of the surrounding area must be considered. Locate parking lots away from the primary elevations – the rear or side of the property is usually ideal. Provide a landscaped buffer to screen the parking area from view. Plant material should be no more than 42" in height in order to screen the vehicles but still allow for visual access into and from the lots.

STAFF COMMENT:

Staff recommends **approval** of the application as submitted. The expansion was minor and did not alter the character of the driveway or front yard. The space that was paved over was dirt with no historical or architectural significance. The materials used match what was there before.

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: Henry Pearson
Infrastructure and Development
125 N Division Street, Suite 304
Salisbury, MD 21801
(410) 548-3170
Date: October 02, 2025

[View Map](#) [No Ground Rent Redemption on File](#) [No Ground Rent Registration on File](#)

Special Tax Recapture: None

Account Number: District - 09 Account Identifier - 052402

Owner Information

Owner Name: VERNAL ADLAIN **Use:** RESIDENTIAL
Principal Residence: YES
Mailing Address: 405 PARK AVE **Deed Reference:** /05036/ 00153
 SALISBURY MD 21801-

Location & Structure Information

Premises Address: 405 PARK AVE **Legal Description:** BL 3 L 3 & PT 4
 SALISBURY 21801-0000 405 PARK AVE
 CITY OF SALIS

Map:	Grid:	Parcel:	Neighborhood:	Subdivision:	Section:	Block:	Lot:	Assessment Year:	Plat No:
0107	0003	0973	9030380.23	0000		3	3 4	2025	

Plat Ref:

Town: SALISBURY

Primary Structure Built	Above Grade Living Area	Finished Basement Area	Property Land Area	County Use
1942	2,009 SF		5,984 SF	

Stories	Basement	Type	Exterior	Quality	Full/Half	Bath	Garage	Last Notice of Major Improvements
2	YES	STANDARD UNITS	SIDING/3	1 full/	1 half		1 Detached	

Value Information

	Base Value	Value		
		As of 01/01/2025	As of 07/01/2025	As of 07/01/2026
Land:	16,400	16,400		
Improvements	91,300	111,500		
Total:	107,700	127,900	114,433	121,167
Preferential Land:	0	0		

Transfer Information

Seller: KING JAMES &	Date: 02/03/2022	Price: \$170,000
Type: ARMS LENGTH IMPROVED	Deed1: /05036/ 00153	Deed2:
Seller: HOMEPORT 7 LLC	Date: 01/29/2010	Price: \$132,000
Type: NON-ARMS LENGTH OTHER	Deed1: /03151/ 00500	Deed2:
Seller: WILLIAMS, FEDDER R	Date: 10/27/2005	Price: \$160,000
Type: ARMS LENGTH IMPROVED	Deed1: /02493/ 00433	Deed2:

Exemption Information

Partial Exempt Assessments:	Class	07/01/2025	07/01/2026
County:	000	0.00	
State:	000	0.00	
Municipal:	000	0.00 0.00	0.00 0.00

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: April 22, 2026

Time: 7:00 pm

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

Case Number: #26-13

Commission Considering: Window Replacement

Owner's Name: Gilberto Guevara & Ruth Menjivar

Applicant Name: Same as Owner

Agent/Contractor: N/A

Subject Property Address: 101 Oakdale Road
Salisbury, MD 21801

Historic District: Newtown Historic District

Use Category: Residential

Acting Chairman: Brenden Frederick

HDC Staff contact: Scarlett Liberto
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: 3/18/20

Date Accepted as Complete: _____

Subject Location: _____

Application by: _____

Applicant Address: 101 Oakdale Rd, Salisbury MD

Applicant Phone: _____

Case #: CE-26-1002

Action Required By (45 days): _____

Owner Name: Cajlberto Cervera Agosto
Ruth E. Meywar Rodriguez

Owner Address: 26903 Crooked Oak Ln

Owner Phone: (410) 858-3912 / (443) 736-6208

Owner Email: ruthlove83@hotmail.com

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.

replace
white windows for damage, we don't wanted to make any
change (structural) or style, the dimensions are the same type of window
the same material, the same color, also we need to fix the trim
over the outside front window we will used the same material and fix the soffits in
the same area

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 Ruth Meywar Date 3/18/20

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





101 Oakdale Rd

Desde RUTH ESTHER MENJIVAR RODRIGUEZ <ruthlove83@hotmail.com>
Fecha Mié 2026-03-18 10:20
Para ruth menjivar <ruthlove83@hotmail.com>

IMG_1360.jpg

IMG_1361.jpg

IMG_1362.jpg

IMG_1363.jpg



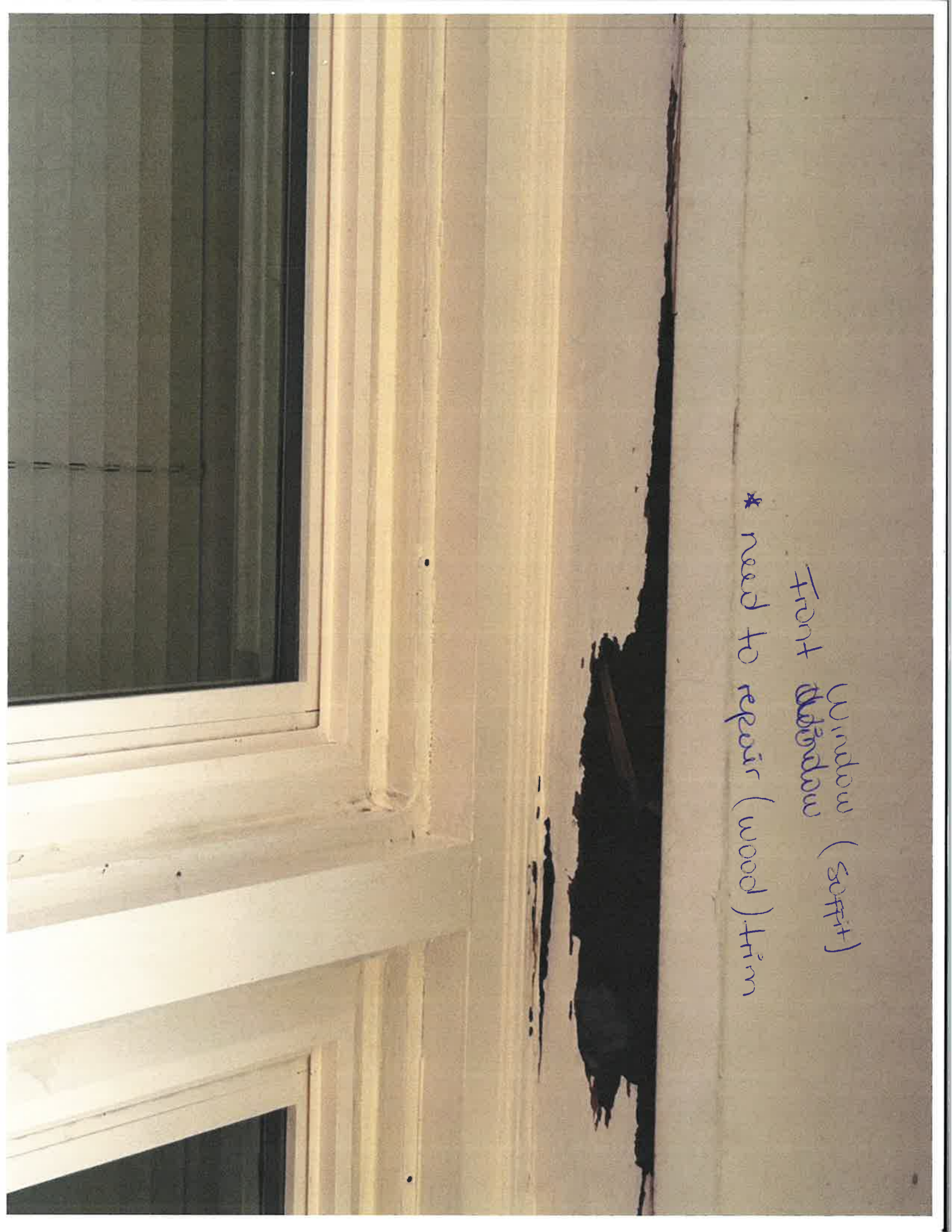
IMG_1365.jpg





Window (Soffit)
Front Soffit

* need to repair (wood) trim





FRAMER REPORT

QUOTE DATE
5/12/2025
QUOTE#
1012070

Lowe's Salisbury #0424
 2606 Salisbury Blvd.
 Salisbury MD 21801

Phone: 410-546-6300
 Fax: 410-546-6314

QUOTE TO:

Phone:
 Fax:

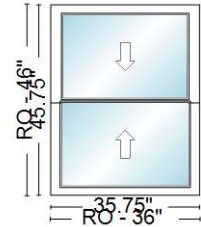
QUOTE #	CONTACT	QUOTED BY	PROJECT NAME	QUOTE NAME
1012070		scrowley	Oakdale	Oakdale

Comments:

LINE #	DESCRIPTION	QTY
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100-1 PRODUCT: Series 7400 Replacement Double Hung White / White
 Vinyl Sizes
 GLASS: LowE-2, Single Strength, Argon, Intercept Spacer
 SASH: White
 ROUGH OPENING: 36-in x 46-in

 UNIT DIMS: 35.75-in x 45.75-in
 OPERATION / VENTING: Operating
 SCREEN: Standard Screen , White , 1/2 , Fiberglass Mesh
 HARDWARE: White Hardware , Double Locks
 INTERIOR CASING:



Egress: No 3.93 Sq. Ft. , Net Clear Opening Height: 18 , Net Clear Opening Width: 31.5

Comments: None Assigned

IMPORTANT: PRODUCT VIEWED FROM EXTERIOR

UValue: 0.3 , SHGC: 0.31 , VT: 0.56 , PG: R-PG50 , DP±: 50 , STC: 27 , OITC: 21

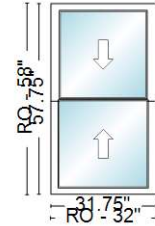
QUOTE #	CONTACT	QUOTED BY	PROJECT NAME	QUOTE NAME
1012070		scrowley	Oakdale	Oakdale

Comments:

LINE #	DESCRIPTION	QTY
--------	-------------	-----

200-1 PRODUCT: Series 7400 Replacement Double Hung White / White
 Vinyl Sizes
 GLASS: LowE-2, Single Strength, Argon, Intercept Spacer
 SASH: White
 ROUGH OPENING: 32-in x 58-in

 UNIT DIMS: 31.75-in x 57.75-in
 OPERATION / VENTING: Operating
 SCREEN: Standard Screen , White , 1/2 , Fiberglass Mesh
 HARDWARE: White Hardware , Double Locks
 INTERIOR CASING:



Egress: No 4.58 Sq. Ft. , Net Clear Opening Height: 24 , Net Clear Opening Width: 27.5

Comments: None Assigned

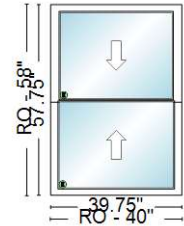
IMPORTANT: PRODUCT VIEWED FROM EXTERIOR

UValue: 0.3 , SHGC: 0.31 , VT: 0.56 , PG: R-PG50 , DP±: 50 , STC: 27 , OITC: 21

LINE #	DESCRIPTION	QTY
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300-1 PRODUCT: Series 7400 Replacement Double Hung White / White
 Vinyl Sizes
 GLASS: LowE-2, Single Strength, Argon, Intercept Spacer
 SASH: White
 ROUGH OPENING: 40-in x 58-in

 UNIT DIMS: 39.75-in x 57.75-in
 OPERATION / VENTING: Operating
 SCREEN: Standard Screen , White , 1/2 , Fiberglass Mesh
 HARDWARE: White Hardware , Double Locks
 INTERIOR CASING:



Egress: Yes 5.91 Sq. Ft. , Net Clear Opening Height: 24 , Net Clear Opening Width: 35.5

Comments: None Assigned

IMPORTANT: PRODUCT VIEWED FROM EXTERIOR

UValue: 0.3 , SHGC: 0.31 , VT: 0.56 , PG: R-PG25 , DP±: 25 , STC: 27 , OITC: 21

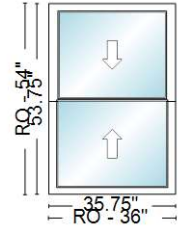
QUOTE #	CONTACT	QUOTED BY	PROJECT NAME	QUOTE NAME
1012070		scrowley	Oakdale	Oakdale

Comments:

LINE #	DESCRIPTION	QTY
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400-1 PRODUCT: Series 7400 Replacement Double Hung White / White
 Vinyl Sizes
 GLASS: LowE-2, Single Strength, Argon, Intercept Spacer
 SASH: White
 ROUGH OPENING: 36-in x 54-in

 UNIT DIMS: 35.75-in x 53.75-in
 OPERATION / VENTING: Operating
 SCREEN: Standard Screen , White , 1/2 , Fiberglass Mesh
 HARDWARE: White Hardware , Double Locks
 INTERIOR CASING:



Egress: No 4.81 Sq. Ft. , Net Clear Opening Height: 22 , Net Clear Opening Width: 31.5

Comments: None Assigned

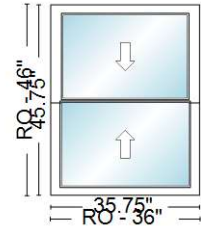
IMPORTANT: PRODUCT VIEWED FROM EXTERIOR

UValue: 0.3 , SHGC: 0.31 , VT: 0.56 , PG: R-PG50 , DP±: 50 , STC: 27 , OITC: 21

LINE #	DESCRIPTION	QTY
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500-1 PRODUCT: Series 7400 Replacement Double Hung White / White
 Vinyl Sizes
 GLASS: LowE-2, Single Strength, Argon, Intercept Spacer
 SASH: White
 ROUGH OPENING: 36-in x 46-in

 UNIT DIMS: 35.75-in x 45.75-in
 OPERATION / VENTING: Operating
 SCREEN: Standard Screen , White , 1/2 , Fiberglass Mesh
 HARDWARE: White Hardware , Double Locks
 INTERIOR CASING:



Egress: No 3.93 Sq. Ft. , Net Clear Opening Height: 18 , Net Clear Opening Width: 31.5

Comments: None Assigned

IMPORTANT: PRODUCT VIEWED FROM EXTERIOR

UValue: 0.3 , SHGC: 0.31 , VT: 0.56 , PG: R-PG50 , DP±: 50 , STC: 27 , OITC: 21

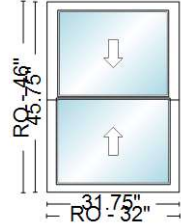
QUOTE #	CONTACT	QUOTED BY	PROJECT NAME	QUOTE NAME
1012070		scrowley	Oakdale	Oakdale

Comments:

LINE #	DESCRIPTION	QTY
--------	-------------	-----

600-1 PRODUCT: Series 7400 Replacement Double Hung White / White
 Vinyl Sizes
 GLASS: LowE-2, Single Strength, Argon, Intercept Spacer
 SASH: White
 ROUGH OPENING: 32-in x 46-in

 UNIT DIMS: 31.75-in x 45.75-in
 OPERATION / VENTING: Operating
 SCREEN: Standard Screen , White , 1/2 , Fiberglass Mesh
 HARDWARE: White Hardware , Double Locks
 INTERIOR CASING:



Egress: No 3.43 Sq. Ft. , Net Clear Opening Height: 18 , Net Clear Opening Width: 27.5

Comments: None Assigned

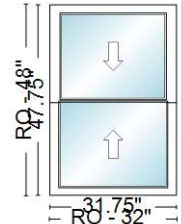
IMPORTANT: PRODUCT VIEWED FROM EXTERIOR

UValue: 0.3 , SHGC: 0.31 , VT: 0.56 , PG: R-PG50 , DP±: 50 , STC: 27 , OITC: 21

LINE #	DESCRIPTION	QTY
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700-1 PRODUCT: Series 7400 Replacement Double Hung White / White
 Vinyl Sizes
 GLASS: LowE-2, Single Strength, Argon, Intercept Spacer
 SASH: White
 ROUGH OPENING: 32-in x 48-in

 UNIT DIMS: 31.75-in x 47.75-in
 OPERATION / VENTING: Operating
 SCREEN: Standard Screen , White , 1/2 , Fiberglass Mesh
 HARDWARE: White Hardware , Double Locks
 INTERIOR CASING:



Egress: No 3.62 Sq. Ft. , Net Clear Opening Height: 19 , Net Clear Opening Width: 27.5

Comments: None Assigned

IMPORTANT: PRODUCT VIEWED FROM EXTERIOR

UValue: 0.3 , SHGC: 0.31 , VT: 0.56 , PG: R-PG50 , DP±: 50 , STC: 27 , OITC: 21

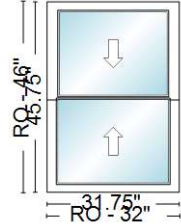
QUOTE #	CONTACT	QUOTED BY	PROJECT NAME	QUOTE NAME
1012070		scrowley	Oakdale	Oakdale

Comments:

LINE #	DESCRIPTION	QTY
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800-1 PRODUCT: Series 7400 Replacement Double Hung White / White
 Vinyl Sizes
 GLASS: LowE-2, Single Strength, Argon, Intercept Spacer
 SASH: White
 ROUGH OPENING: 32-in x 46-in

 UNIT DIMS: 31.75-in x 45.75-in
 OPERATION / VENTING: Operating
 SCREEN: Standard Screen , White , 1/2 , Fiberglass Mesh
 HARDWARE: White Hardware , Double Locks
 INTERIOR CASING:



Egress: No 3.43 Sq. Ft. , Net Clear Opening Height: 18 , Net Clear Opening Width: 27.5

Comments: None Assigned

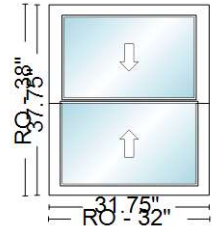
IMPORTANT: PRODUCT VIEWED FROM EXTERIOR

UValue: 0.3 , SHGC: 0.31 , VT: 0.56 , PG: R-PG50 , DP±: 50 , STC: 27 , OITC: 21

LINE #	DESCRIPTION	QTY
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900-1 PRODUCT: Series 7400 Replacement Double Hung White / White
 Vinyl Sizes
 GLASS: LowE-2, Single Strength, Argon, Intercept Spacer
 SASH: White
 ROUGH OPENING: 32-in x 38-in

 UNIT DIMS: 31.75-in x 37.75-in
 OPERATION / VENTING: Operating
 SCREEN: Standard Screen , White , 1/2 , Fiberglass Mesh
 HARDWARE: White Hardware , Double Locks
 INTERIOR CASING:



Egress: No 2.67 Sq. Ft. , Net Clear Opening Height: 14 , Net Clear Opening Width: 27.5

Comments: None Assigned

IMPORTANT: PRODUCT VIEWED FROM EXTERIOR

UValue: 0.3 , SHGC: 0.31 , VT: 0.56 , PG: R-PG50 , DP±: 50 , STC: 27 , OITC: 21

QUOTE #	CONTACT	QUOTED BY	PROJECT NAME	QUOTE NAME
1012070		scrowley	Oakdale	Oakdale

Comments:

WE APPRECIATE YOUR BUSINESS!

Salisbury Historic District Commission

STAFF FINDINGS

Meeting of April 22, 2026

Case Number:	#26-12
Commission Considering:	Alterations – replace existing windows
Owner Name:	Gilberto Guevara & Ruth Menjivar
Owners Address:	26903 Crooked Oak Lane Hebron, MD 21830
Applicant Name:	same as owner
Applicant's Address:	same as owner
Agent/Contractor:	N/A
Subject Property Address:	101 Oakdale Road Salisbury, MD 21801
Historic District:	Newtown Historic District
Use Category:	Residential
Zoning Classification:	R10 - Residential
Structure / Site Description:	
Built Date:	1966
Enclosed Area:	1,550 sq. ft. (SDAT Real Property Database)
Lot Size:	15,244 sq. ft. (SDAT Real Property Database)
Number of Stories:	1
Contributing Structure:	Not Determined
Wicomico County Historic Survey on file:	No
Nearby Properties on County Survey:	Yes

Properties included below but not limited to:

- WI-669, Baltimore, Chesapeake & Atlantic Railroad Corridor

- WI-595, Samuel F. M. Adkins House, Bebee House
- WI-261, Charles Bethke House

Explanation of Request:

The applicant is seeking approval for the windows that they replaced without prior approval. The applicant states that they do not want to make any changes to the style or dimensions of the windows, claiming they are the same windows that were there previously. They are also seeking approval to fix the trim around the outside of the front window, as well as the soffit, directly above this window.

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. 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. Restorations of historic buildings should be completed under the direction of architects or professionals with specialized skill in building restoration and preservation.
- 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. This may include re-opening infilled windows or replacing inappropriate vinyl porch posts with new turned wood posts to recreate the porch's historic appearance. Such changes should be supported by physical evidence, historic photographs or other documentary evidence. Where no evidence of the appearance of the original feature exists, a simple design consistent with the scale and massing of the building and surrounding area is generally preferred.
- 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.

Guideline 17: Retain Historic Windows

- a. Maintain or restore the historic shape, size, alignment, pattern, and details of existing historic windows, particularly those in upper stories of commercial properties. (For guidelines on storefront windows, see the Storefronts Guidelines in the following section).
- b. Do not infill window openings or cover existing historic windows.
- c. Consider reopening windows that are presently blocked, if your budget allows.

GUIDELINES FOR RESIDENTIAL PROPERTIES

Guideline 51: Retain Historic Windows

- a. Where window replacement is necessary, the new window should match the historic window in size, type, glazing pattern, and profile.
- b. The number of window panes and the approximate muntin and mullion profile should match the historic window.
- c. Removable, snap-in, or “between the glass” muntins are not historically appropriate.
- d. Maintain the historic window opening size and surrounding trim.
- e. Do not alter the size of the historic window opening to accommodate larger or smaller windows.
- f. Do not remove or cover surrounding trim, including wood and masonry details.
- g. Maintain the window type. For example, do not replace double-hung windows with new casement windows, or replace casement windows with fixed windows.

STAFF COMMENT

The staff recommends denial based on the removal of the windows which held much of the historic character of this home. The new windows are already installed on the home, the applicant is retroactively applying for approval of this project. The windows they installed are vinyl and are missing the muntins that were on the original windows.

Guideline 51 states that removable, snap-in or “between the glass” muntins are not appropriate.

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: Scarlett Liberto
Infrastructure and Development
125 N Division Street, Suite 304
Salisbury, MD 21801
(410) 548-3170
Date: March 18, 2026

Salisbury Historic District Commission

Hearing Notification

Hearing Date: April 22, 2026

Time: 7:00 pm

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

Case Number: #26-14

Commission Considering: Sign

Owner's Name: Matthew Phillips

Applicant Name: Same as Owner

Agent/Contractor: N/A

Subject Property Address: 124 E Main St
Salisbury, MD 21801

Historic District: Downtown Historic District

Use Category: Commercial

Acting Chairman: Brenden Frederick

HDC Staff contact: Scarlett Liberto
Associate Planner
(410) 548-3170

Salisbury Historic District Commission

125 N. Division Street
Room 202
Salisbury, MD 21801
(410) 548-3170/ fax (410) 548-3107

Permit Application

\$50 Fee Received 3/19/26 (date)
\$150

Date Submitted: _____

Case #: _____

Date Accepted as Complete: _____

Action Required By (45 days): _____

Subject Location: 124 EAST MAIN ST.

Owner Name: IM PROPERTIES 4 LLC

Application by: PHILLIPS SIGNS

Owner Address: 310 N CENTRAL AVE WINDY, DE

Applicant Address: 20874 SUSSEX HWY SCAPPO, DE

Owner Phone: 410-831-3020 19958

Applicant Phone: 302 629 3550 14973

Owner Email: hparsons@insurancechoices.com

Work Involves: Alterations New Construction Addition Other _____
 Demolition Sign Awning Estimated Cost \$2,900

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.

INSTALL: NON ILLUMINATED 1/2" ACRYLIC SIGN MOUNTED LETTERS
NON ILLUMINATED 1" PVC HANGING SIGN ON BRACKET
(2) NON ILLUMINATED ALUMINUM SIGNS

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 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 _____ (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 [Signature] MATTHEW PHILLIPS Date 3/19/26

Real Property Data Search ()
 Search Result for WICOMICO COUNTY

[View Map](#)

No Ground Rent Redemption on File

No Ground Rent Registration on File

Special Tax Recapture: None

Account Number: District - 05 Account Identifier - 014530

Owner Information

Owner Name: IM PROPERTIES 4 LLC Use: COMMERCIAL
 Mailing Address: C/O THE INSURANCE MARKET Principal Residence: NO
 310 N CENTRAL AVE Deed Reference: /05604/ 00373
 LAUREL DE 19958-

Location & Structure Information

Premises Address: 124 E MAIN ST Legal Description: L-42 X 110
 SALISBURY 21801-0000 122-124 E MAIN ST
 CITY OF SALIS

Map:	Grid:	Parcel:	Neighborhood:	Subdivision:	Section:	Block:	Lot:	Assessment Year:	Plat No:
0107	0015	0852	20002.23	0000				2026	Plat Ref:

Town: SALISBURY

Primary Structure Built	Above Grade Living Area	Finished Basement Area	Property Land Area	County Use
1973	5,038 SF		4,620 SF	

Stories	Basement	Type	Exterior	Quality	Full/Half Bath	Garage	Last Notice of Major Improvements
		OFFICE BUILDING	/	C3			

Value Information

	Base Value	Value	Phase-in Assessments	
		As of	As of	As of
		01/01/2026	07/01/2025	07/01/2026
Land:	92,400	92,400		
Improvements	262,400	543,100		
Total:	354,800	635,500	354,800	448,367
Preferential Land:	0	0		

Transfer Information

Seller: LONG BADGER INVESTMENTS LLC	Date: 09/22/2025	Price: \$663,500
Type: ARMS LENGTH IMPROVED	Deed1: /05604/ 00373	Deed2:
Seller: LONG, JOHN B II &	Date: 08/26/2005	Price: \$0
Type: NON-ARMS LENGTH OTHER	Deed1: /02460/ 00606	Deed2:
Seller: HUGHES, HOBART B	Date: 06/30/2005	Price: \$200,000
Type: NON-ARMS LENGTH OTHER	Deed1: /02433/ 00602	Deed2:

Exemption Information

Partial Exempt Assessments:	Class	07/01/2025	07/01/2026
County:	000	0.00	
State:	000	0.00	
Municipal:	000	0.00 0.00	0.00 0.00

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:

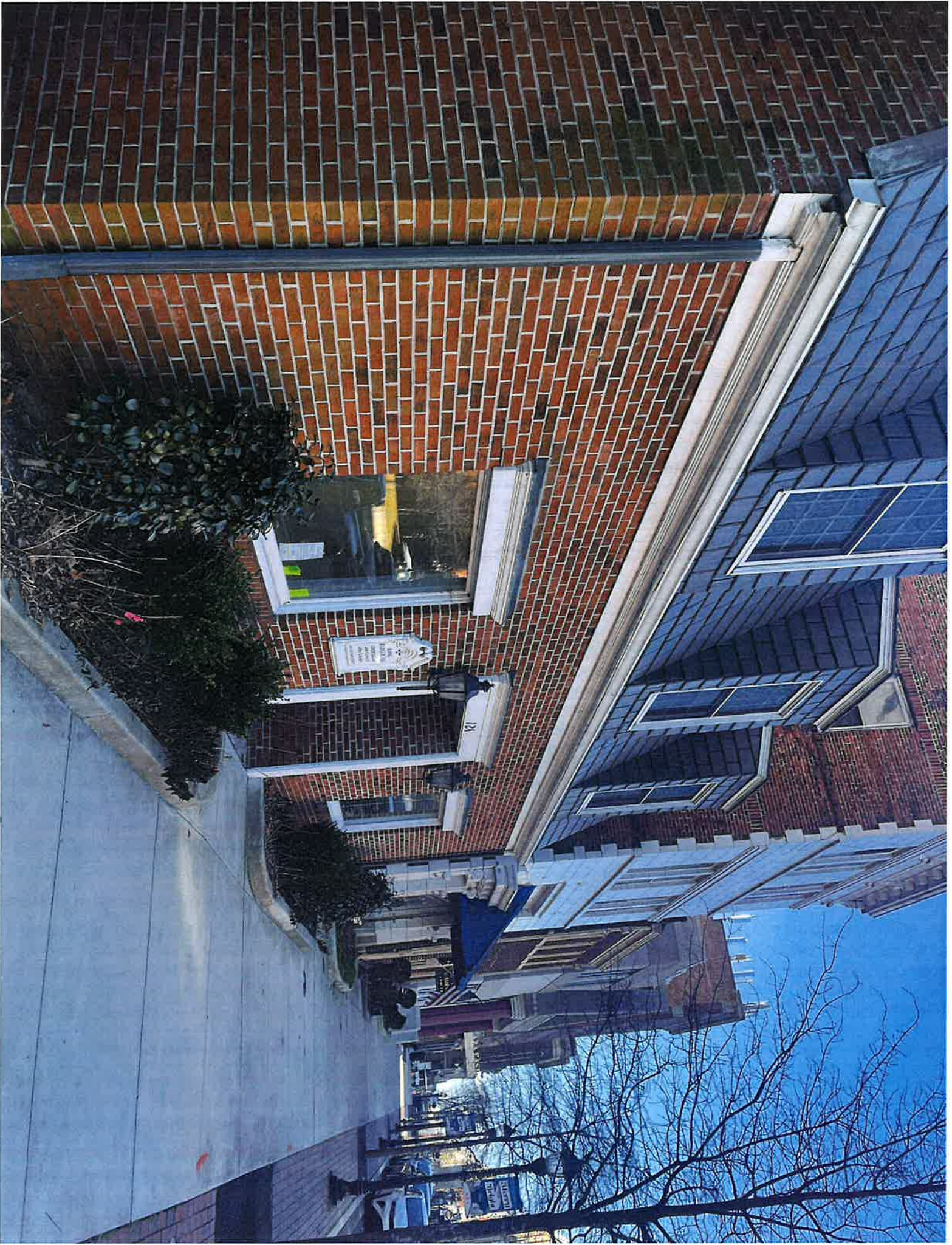


39' FRONTAGE

124

125

124
FRONT
DOOR



Long, Badger
& Sheller
CUSTOMER
PARKING ONLY
UNAUTHORIZED
VEHICLES TOWED AT
OWNERS EXPENSE





1" PVC Double Sided Sign
24" x 36"
White PVC With Green Vinyl Decoration
on Hanging Sign Bracket

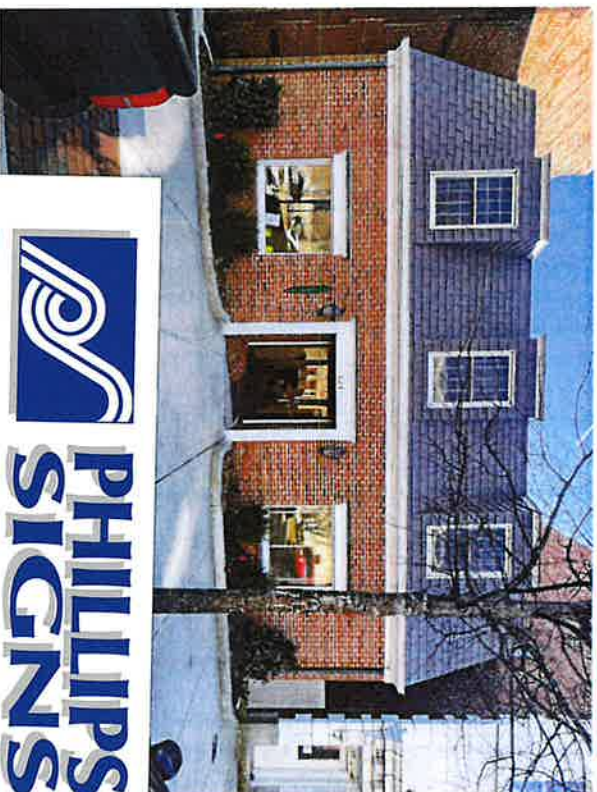
PHILLIPS SIGNS
PHILLIPS SIGNS, INC., SEAFORD, DE (302) 629-3550

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CUSTOMER INFORMATION
Customer: The Insurance Market
Address: 124 E Main St, Salisbury, MD 21801
Date: 1-12-26
Designer: Tyler Banez
Sales: Matt Phillips

Customer:
Signed:



PHILLIPS SIGNS
SIGNS • AWNINGS • DESIGN

MATT PHILLIPS
302 • 629 • 3550
20874 SUSSEX HWY • SEAFORD, DE 19973
matt@phillipssigns.biz

10 in

THE INSURANCE MARKET

170.5 in

Stud Mounted
Painted - Matte White
10" x 170.5"
11.84 sq ft total
*39' Store Front



CUSTOMER INFORMATION

Customer: The Insurance Market
Address: 124 E Main St, Salisbury,
MD 21801
Date: 3-9-26
Designer: Tyler Banez
Sales: Matt Phillips

IF APPROVED, PLEASE SIGN

Customer:

Signed:

Date:

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12 in

18 in



Qty: 2
 Cut Vinyl on
 .080 Aluminum
 Fastened Through Face into Brick Wall
 With Non Corrosive Fasteners
 1.5 sq ft. Total



IF APPROVED, PLEASE SIGN

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CUSTOMER INFORMATION
 Customer: The Insurance Market
 Address: 124 E Main St, Salisbury,
 MD 21801
 Date: 3-9-26
 Designer: Tyler Banez
 Sales: Matt Phillips

Customer:
Signed:
Date:

Salisbury Historic District Commission

STAFF FINDINGS

Meeting of April 22, 2026

Case Number:	#26-14
Commission Considering:	Sign
Owner Name:	IM Properties 4 LLC
Owners Address:	310 N Central Ave Laurel, DE 19958
Applicant Name:	Matthew Phillips
Applicant's Address:	20874 Sussex Hwy Seaford, DE 19973
Agent/Contractor:	Phillips Signs
Subject Property Address:	124 E Main Street Salisbury, MD 21801
Historic District:	Downtown Historic District
Use Category:	Business uses and offices
Zoning Classification:	CBD – Central Business District
Structure / Site Description:	
Built Date:	1973
Enclosed Area:	5,038 sq. ft. (SDAT Real Property Database)
Lot Size:	4,620 sq. ft. (SDAT Real Property Database)
Number of Stories:	2
Contributing Structure:	Not Determined
Wicomico County Historic Survey on file:	No
Nearby Properties on County Survey:	Yes
Properties included below but not limited to:	

- WI-211, F. Leonard Wailes Law Office
- WI-585, Salisbury News & Advertiser Building
- WI-273, Colonial Building (Hearne & Bailey Law Office)
- WI-12, Wicomico County Courthouse

Explanation of Request:

The applicant is seeking approval to place signs on the exterior of the building. All the signs are nonilluminated. They would like to place a 24” x 36” double sided sign, on green vinyl on a hanging sign bracket off to the left side of the front door. Along the front of the building, they would also like to install a 10” x 170.5” stud mounted, white lettering above the front door of the building. The last sign they would like to install is a replacement of the parking signs that will match the two signs previously described. There will be two 12” x 18” replacement parking signs with white lettering on a green background, made of aluminum and vinyl on the rear side of the building.

Areas of Historic Guidelines to be considered:

GUIDELINES FOR COMMERCIAL PROPERTIES

Guideline 45: Sign Placement

On most downtown buildings, a continuous brick ledge or corbelling is used to separate the second floor and above from the entry-level storefront below. This space is ideal for sign placement, as it was often created for this purpose. In some instances, newer buildings contain areas above the highest windows for signage.

- a. Signs must not obscure or hide significant historic features or details. This includes windows, cornices, and architectural trim.
- b. Projecting signs must be located no less than eight feet above the sidewalk.
- c. Signs should be mounted to historic masonry buildings through the mortar joint, rather than through masonry units wherever possible.
- d. Non-permanent painted or adhesive signs (for example, vinyl cling signs) may be installed on the interior of storefront windows or on the upper story windows of multi-story commercial buildings.
- e. Signs shall not be placed above the roof-line of any building in the Downtown Historic District, as per the zoning ordinance.
- f. Awning signs are permitted.

STAFF COMMENT

The staff would like to recommend approval for the installation of all four signs. The style and color match the character of the surrounding area. All the signs are also all nonilluminated and comply with **Guideline 45**.

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: Scarlett Liberto
Infrastructure and Development
125 N Division Street, Suite 304
Salisbury, MD 21801
(410) 548-3170
Date: March 19, 2026

Real Property Data Search ()
 Search Result for WICOMICO COUNTY

View Map No Ground Rent Redemption on File No Ground Rent Registration on File

Special Tax Recapture: None

Account Number: District - 05 Account Identifier - 014530

Owner Information

Owner Name: IM PROPERTIES 4 LLC Use: COMMERCIAL
 Principal Residence: NO
 Mailing Address: C/O THE INSURANCE MARKET Deed Reference: /05604/ 00373
 310 N CENTRAL AVE
 LAUREL DE 19958-

Location & Structure Information

Premises Address: 124 E MAIN ST Legal Description: L-42 X 110
 SALISBURY 21801-0000 122-124 E MAIN ST
 CITY OF SALIS

Map: Grid: Parcel: Neighborhood: Subdivision: Section: Block: Lot: Assessment Year: Plat No:
 0107 0015 0852 20002.23 0000 2026 Plat Ref:

Town: SALISBURY

Primary Structure Built Above Grade Living Area Finished Basement Area Property Land Area County Use
 1973 5,038 SF 4,620 SF

StoriesBasementType ExteriorQualityFull/Half BathGarageLast Notice of Major Improvements
 OFFICE BUILDING/ C3

Value Information

	Base Value	Value	Phase-in Assessments	
			As of	As of
			01/01/2026	07/01/2025
Land:	92,400	92,400		07/01/2026
Improvements	262,400	543,100		
Total:	354,800	635,500	354,800	448,367
Preferential Land:	0	0		

Transfer Information

Seller: LONG BADGER INVESTMENTS LLC Date: 09/22/2025 Price: \$663,500
 Type: ARMS LENGTH IMPROVED Deed1: /05604/ 00373 Deed2:
 Seller: LONG, JOHN B II & Date: 08/26/2005 Price: \$0
 Type: NON-ARMS LENGTH OTHER Deed1: /02460/ 00606 Deed2:
 Seller: HUGHES, HOBART B Date: 06/30/2005 Price: \$200,000
 Type: NON-ARMS LENGTH OTHER Deed1: /02433/ 00602 Deed2:

Exemption Information

Partial Exempt Assessments: Class 07/01/2025 07/01/2026
 County: 000 0.00
 State: 000 0.00
 Municipal: 000 0.00|0.00 0.00|0.00

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: