

Salisbury Historic District Commission

AGENDA

Wednesday, June 24, 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 – April 22, 2026 & May 27, 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 –

- #25-11 - Salisbury Town Center Apartments - COA extension
- #26-15 – 501C West Main Street – Sign*

6. NEW BUSINESS –

- #26-16 – 109 Elizabeth Street – Stair and Railing Alteration

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

April 22, 2026

The Salisbury Historic District Commission met in regular session on Wednesday, **April 22, 2026**. The meeting took place at 125 N Division St, Room 301, with attendance as follows:

COMMISSIONERS

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

Luis DaSilva – Commissioner – *Present*

CITY OFFICIALS

Laura Ryan – City Attorney – *Present*
Betsy Jackson – City Planner – *Present*
Scarlett Liberto – Associate Planner – *Present*

1. **CALL TO ORDER** – Mr. Matt Auchey called the meeting to order at 7 p.m.
2. **ROLL CALL** - Each member of the Commission introduced themselves for the record. The Vice 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. Luis DaSilva 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** – None.
7. **NEW BUSINESS** –

Case #26-12 – 405 Park Avenue – Alterations – Driveway Widening

The applicant approached the table. Ms. Scarlett Liberto read the staff report. Mr. Auchey read through the contributing/non-contributing checklist. The commission came to a consensus that while there are many non-original features on the structure, it is overall consistent with the area. Mrs. Gingrich moved to determine the structure **contributing**, seconded by Mr. DaSilva.

Motion and Vote:

Motion: **Lisa Gingrich**
Second: **Luis DaSilva**
Vote: **4-0 in favor.**

The applicant explained that he replaced his gravel driveway with a paved surface. Mr. Auchey stated that there are many asphalt driveways in the historic district. Mr. DaSilva made a motion to **approve** the submission as submitted.

Public Comment: None

Motion and Vote:

Motion: Luis DaSilva

Second: Mrs. Gingrich

Vote: 4-0 in favor.

Case #26-13 – 101 Oakdale Rd. – Alterations – Window Replacement

The applicant approached the table. Ms. Liberto read the staff report. Mr. Auchey read through the contributing/non-contributing checklist. Mr. Evans made a motion to determine the structure **contributing**, seconded by Mrs. Gingrich.

Public Comment: None

Motion and Vote:

Motion: Harvey Evans

Second: Lisa Gingrich

Vote: 4-0 in favor.

The applicant explained that they had already replaced the windows and did not realize they needed historic district approval. The commissioners discussed the current windows and what was there before. Mr. Evans stated that he will not approve what is currently there. Mrs. Gingrich confirmed that the original windows were wood, which the applicant replaced with vinyl. The applicant stated that they do not have wooden windows like that at Lowe's, to which Mr. Evans replied that there are other places to get windows. The commission discussed the approved materials and directed the applicant to review the historic guidelines to determine what is allowed. Mr. Evans made a motion to **deny** the application on the basis that the material and style are not correct. Mrs. Gingrich seconded.

Motion and Vote:

Motion: Harvey Evans

Second: Lisa Gingrich

Vote: 4-0 in favor.

Mr. Auchey noted that if the applicant replaces the windows in-kind with wood, they will not need to come back before the commission.

Case #26-14 – 124 E. Main St. – Additions – Sign

Ms. Liberto read the staff report. The property had been previously deemed non-contributing, but the commission expressed interest in re-visiting that ruling. Mrs. Ryan said that they do not have precedent for doing that, but that it can be discussed during the rules of procedure discussion.

The applicant explained his request to install a new sign on the property and replacing a red sign with the same green color. Mrs. Gingrich moved to **approve** the application as submitted. Mr. DaSilva seconded.

Public Comment: None

Motion and Vote:

Motion: **Lisa Gingrich**

Second: **Luis DaSilva**

Vote: 4-0 in favor.

Case #26-11 – 129 Broad St. – Additions – Garbage Area Enclosure and Solar Screens

The applicant approached the table. Ms. Liberto read the staff report. The applicant explained his project. They were looking to install a 3-sided wood enclosure to obscure the trash cans and solar screens. Mr. Auchey stated that the enclosure part of the application was straightforward. No further discussion was had and they proceeded to discuss the solar screens.

The commission discussed the window types and sizes and ask what the reason for installing the solar screens would be. Mr. Auchey asked if they are internal or external. The applicant stated they are external in order to keep the head out of the structure when it is reflected. Mr. Auchey said that the screens are not pretty. Mr. Evans suggested tinting the interior of the windows. Mr. Auchey said that he thinks it will look weird and would prefer something different. Mr. Auchey asked if the applicant is amenable to finding an alternative. The applicant stated that he was. Mrs. Gingrich made a motion to **approve** the trash enclosure as submitted and asked if the applicant is willing to remove the solar screen section. The applicant agreed. Mr. DaSilva seconded.

Motion and Vote:

Motion: **Lisa Gingrich**

Second: **Luis DaSilva**

Vote: 4-0 in favor.

Adjournment:

There being no further business, **Mr. Evans** moved to adjourn the meeting, which was seconded by **Mr. DaSilva**, 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.

Matt Auchey, Acting Chairman

Date

Henry Pearson, Associate Planner

Date

Salisbury Historic District Commission

May 27, 2026

The Salisbury Historic District Commission met in regular session on Wednesday, **May 27, 2026**. The meeting took place at 125 N Division St, Room 301, with attendance as follows:

COMMISSIONERS

Brenden Frederick – Chairman – *Virtual*
Matt Auchey – Vice Chairman – *Present*
Margaret Lawson – Commissioner – *Virtual*
Lisa Gingrich – Commissioner – *Present*
Brad Phillips – 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. Matt Auchey called the meeting to order at 7 p.m.
2. **ROLL CALL** - Each member of the Commission introduced themselves for the record. The Vice Chairman explained the meeting procedure to all applicants and administered the oath en masse to all persons intending to testify.
3. **APPROVAL OF MINUTES** – **None.**
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** – **None.**
7. **NEW BUSINESS** –

Case #26-05 – 309 Park Avenue – Alterations – Fire Escape Replacement

The applicant approached the table. Mr. Henry Pearson read the staff report. Mr. Auchey read through the contributing/non-contributing checklist. The commission came to a consensus that while there are many original features have been covered with metal, they believe the building to still hold strong significance in proportion, scale and layout. It was also discussed that this is one of two apartment buildings within this historic district and shows how the neighborhood has changed throughout the years, proving its historical significance. Mrs. Gingrich moved to determine the structure **contributing**, seconded by Mr. Phillips.

Motion and Vote:

Motion: **Brad Phillips**

Second: **Lisa Gingrich**

Vote: **6-0 in favor.**

The applicant explained that he replaced the fire escape as the original was rotting and it bad shape. The original fire escape was unpainted wood. Ms. Gingrich asked the applicant how they would feel staining or painting the wood. The applicant responded stating they would prefer staining it over painting, as it would last longer. Ms. Gingrich made a motion to **approve** the application as submitted with an amendment to stain the wood fire escape.

Public Comment: None

Motion and Vote:

Motion: **Lisa Gingrich**

Second: **Brad Phillips**

Vote: **6-0 in favor.**

Case #26-15 – 501C W Main Street – Sign

The applicant approached the table and Ms. Liberto read the staff report. The applicant explained that the sign would be located above the far-left door and made of aluminum. Ms. Gingrich expresses that she feels as if this sign does not fit in with the historic nature of the building. Mr. Auchey commissioners agree, that most buildings within the historic district are a majority informational text. The applicant, who is representing the business owner, stated that he would talk with his client about different options based off the commissioner's feedback. The applicant agreed to continue the application to next month and will provide the staff with new signs within the next week.

Motion and Vote:

Motion: **Lisa Gingrich**

Second: **Brad Phillips**

Vote: **6-0 in favor.**

Adjournment:

There being no further business, **Mr. Evans** moved to adjourn the meeting, which was seconded by **Ms. Gingrich**, 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.

Matt Auchey, Acting Chairman

Date

Scarlett Liberto, Associate Planner

Date

Salisbury Historic District Commission

Hearing Notification

Hearing Date:	June 24, 2026
Time:	7:00 pm
Location:	Government Office Building 125 N. Division Street Salisbury, MD. 21804 Room 301
Case Number:	#25-11
Commission Considering:	New Construction
Owner's Name:	Salisbury Town Center Apartments LLC
Applicant Name:	Salisbury Town Center Apartments LLC
Agent/Contractor:	N/A
Subject Property Address:	131 Circle Ave, 121 Circle Ave, 118 Circle Ave, 149 W Market St
Historic District:	Downtown Historic District
Use Category:	Commercial
Chairman:	Mr. Brenden Frederick
HDC Staff contact:	Scarlett Liberto Associate Planner (410) 548-3170



To: Salisbury Historic District Commission
From: Scarlett Liberto, Associate Planner
Date: June 24, 2026
Re: Salisbury Town Center (Previous cases #23-8 & #25-11)

The applicant is requesting an extension of the Certificate of Approval (COA) dated July 21, 2025 approving new construction. The Salisbury Town Center Apartments consists of three four-story buildings that include 222 apartment units and a one-story building with commercial space for retail use. The new construction site is located within the downtown historic district, and would dominate the southwest corner of the downtown.

The new construction has submitted two applications one in 2023 (#23-08) and more recently in 2025 (#25-11). The development originally received a COA in 2023 (Exhibit C). After receiving the COA in 2023, the applicant failed to start construction or a timely request for extension and was asked to resubmit a more thorough application (#25-11). The applicant provided another application in 2025 and received an almost identical Certificate of Approval as before (Exhibit A). Since their last approval in 2025, the Salisbury Town Center Apartments have been subject to an on-going lawsuit. The project has not been able to move forward since the COA was awarded.

It should be noted that the applicant submitted their extension in April, before the deadline for the May meeting however their attorney could not be present for the May meeting. They let the staff know in reasonable time, and as their COA is dated July 21, 2025, they are still within the one-year timeline for an extension.

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)

(Prior HDC Case Nos.: 23-08
25-11)

Date Submitted: April 14, 2026

Date Accepted as Complete: _____

Subject Location: 131 Circle Ave., 121 Circle Ave., 118 Circle Ave., 149 W. Market St.,
Salisbury, MD 21801 (see attached SDAT sheets)

Application by: Salisbury Town Center Apartments, LLC

Applicant Address: 150 W. Market St., Suite 101, Salisbury, MD 21801

Applicant Phone: 410-430-6838

Case #: _____

Action Required By (45 days): _____

Owner Name: Salisbury Town Center Apartments, LLC

Owner Address: 150 W. Market St., Suite 101, Salisbury, MD 21801

Owner Phone: 410-430-6838

Owner Email: brad@sgsbuilds.com

mike@sgsbuilds.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.

For the reasons more fully set forth in the attached letter (and all exhibits attached thereto), pursuant to City Code Section 17.52.120(c), Salisbury Town Center Apartments, LLC ("STCA") requests an extension of the Certificate of Approval ("COA"), dated July 21, 2025, issued by the Commission in Case No. 25-11, approving the new construction project known as the Salisbury Town Center (the "Project"). The Project is planned for the construction of 222 apartment units and a one-story building for commercial retail space at the Property referenced above, as more particularly described in the Application submitted by STCA, and approved by the Commission, in Case No. 25-11.

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 May 27, 2026 (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 _____

Date 4.14.26

Application Processor (Date) _____

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

Salisbury Town Center Apartments, LLC

c/o Michael P. Sullivan
150 W. Market Street, Suite 101
Salisbury, MD 21801
mike@ggibuilds.com

April 14, 2026

City of Salisbury, Maryland
Salisbury Historic District Commission
125 North Division Street, Room 304
Salisbury, Maryland 21801

Re: *Request for Extension of Certificate of Approval Issued in HDC Case No.: 25-11, Submitted Pursuant to Section 17.52.120(C) of the City of Salisbury City Code*

Dear Commissioners:

On behalf of Salisbury Town Center Apartments, LLC (“STCA”), please accept the enclosed Salisbury Historic District Commission Application for the extension of the Certificate of Approval, dated July 21, 2025, issued by the City of Salisbury Historic District Commission (the “**Commission**”) in Case No. 25-11 (the “**2025 COA**”), approving STCA’s application for the new construction project known as the Salisbury Town Center (the “**Project**”) planned for development on those certain lots and parcels of land identified as follows: (i) Map 0107, Parcel 1071, Lot 3 (Maryland Tax Account No. 09-061002), having a premises address of 131 Circle Ave., Salisbury, MD 21801 (“**Lot 3**”); (ii) Map 0107, Parcel 1074, Lot 4 (Maryland Tax Account No. 09-060987), having a premises address of 121 Circle Ave., Salisbury, MD 21801 (“**Lot 4**”); (iii) Map 0107, Parcel 1077, Lot 5 (Maryland Tax Account No. 09-055207), having a premises address of 118 Circle Ave., Salisbury, MD 21801 (“**Lot 5**”); and, (iv) Map 0107, Parcel 1066, Lot 6 (Maryland Tax Account No. 09-052534), having a premises address of 149 W. Market St., Salisbury, MD 21801 (“**Lot 6**”). (Lot 3, Lot 4, Lot 5 and Lot 6 are hereinafter referred to collectively as the “**STCA Lots**”).¹

At its June 25, 2025 meeting, the Commission voted to approve the application submitted by STCA for the development and construction of the Project on the STCA Lots subject to the conditions set forth in the 2025 COA. As more particularly set forth in the application submitted by STCA and approved by the Commission in Case No. 25-11, the Project plans for the construction of three (3) new four-story apartment buildings and one (1) new one-story building for commercial retail use(s).² The Project approved under the 2025 COA is the same project approved under the Certificate of Approval, dated June 27, 2023, issued by the Commission in Case No. 23-8 (the “**2023 COA**”). (A copy of the 2023 COA is attached hereto and incorporated herein as **Exhibit C.**)

Authority for Extension of the 2025 COA:

Section 17.52.120(C) of the City of Salisbury Code provides: a certificate of approval issued by the Commission shall become invalid unless work authorized by such certificate of approval is commenced within one year after issuance; however, the Commission may grant one or more extensions of time for a certificate of approval upon the submission of a written request, by the party to whom the certificate of approval was issued, demonstrating justifiable cause for the extension(s).

¹ The 2025 COA, including all findings and conditions of the Commission contained therein, is hereby expressly incorporated by reference as if fully set forth herein. (A copy of the 2025 COA is attached hereto and incorporated herein as **Exhibit A**; a copy of the approved Minutes of the June 25, 2025 Meeting of the Commission is attached hereto and incorporated herein as **Exhibit B**.)

² The Application submitted by STCA and approved by the Commission in Case No. 25-11 (subject to all conditions set forth in the 2025 COA) is hereby expressly incorporated by reference as if fully set forth herein.

Justifiable Cause for Extension of the 2025 COA:

Justifiable cause exists for the Commission's extension of the 2025 COA issued to STCA. Since the Commission issued the 2025 COA, the Project has been (and remains) subject to intervening legal action outside the control of STCA (see *Holly Worthington, et al. v. City of Salisbury, et al.*, Case No. C-22-CV-25-000184 (the "**Lawsuit**")). Due to the ongoing Lawsuit, STCA has been prohibited from commencing any work for or relating to the construction of the Project. Indeed, per the express directive of the Mayor, since June 2025, City Staff have completely suspended all review or consideration (or even communication) regarding any plan(s), drawing(s) or other submittal(s) filed by or on behalf of STCA for its development and construction of the Project as explicitly authorized by the 2025 COA. (See Email, dated June 13, 2025, from Mayor Randolph J. Taylor to Brad Gillis attached hereto and incorporated herein as **Exhibit D.**)

Scope of STCA's Request for Extension of the 2025 COA:

By this Application: STCA does not propose any modification to the plans for the Project approved by the Commission in Case No. 25-11, nor does STCA seek any reconsideration of the Commission's conditions for approval contained in the 2025 COA; rather, STCA requests only an extension of the 2025 COA to preserve the validity of the Commission's prior approvals, so that when litigation of the Lawsuit concludes STCA may proceed with construction of the Project in accordance with the authorization granted by the 2025 COA.

The Project has been thoroughly reviewed by the Commission and approved (twice) as consistent with the applicable Historic District standards and guidelines. However, due to the intervening Lawsuit and the suspension of all City staff review of anything submitted by STCA relating to the Project, there is clear justifiable cause for the Commission to extend the 2025 COA. Accordingly, STCA respectfully requests the Commission: (i) grant STCA an extension of the 2025 COA for a period of not less than one hundred eighty (180) days, pursuant to the Commission's authority under Section 17.52.120 of the City Code; and, (ii) schedule this request for consideration at the Commission's May 27, 2026 meeting.

Lastly, enclosed please find the following: STCA's Application requesting an extension of the 2025 COA inclusive of all conditions set forth therein (see **Exhibit A**); a copy of all Exhibits referenced herein; and, a check made payable to the City of Salisbury, in the amount of \$150,00, for payment of the Application filing fee. If you have any questions regarding this Application and/or the enclosed materials, please contact the undersigned at your earliest convenience. On behalf of STCA and myself, thank you for your time and attention to this matter.

Respectfully submitted,



Michael P. Sullivan,
On behalf of Salisbury Town Center Apartments, LLC

Cc: Client
Enclosures/

Exhibit A

Salisbury Historic District Commission Certificate of Approval

Case # 25-11	Meeting Date: 6/25/2025	Address: Former Lots 1, 11, and 15
Description of Work: New Construction (Salisbury Town Center Apartments)		
Presenting Case: Agent – Michael Sullivan Legal – Tony Kupersmith Project Architect – Wendy Ober Project Principal – Kevin Carney		
Motion: <i>Matthew Auchey</i>		Second: <i>Margaret Lawson</i>
Amendments to Proposal: None.		
Decision: Approved with the following conditions: 1. The massing is approved as submitted. 2. The organizational layout is approved as submitted. 3. The materials are approved as submitted except the vinyl. The vinyl is addressed in condition 4. 4. The vinyl is subject to further review when the Commission reviews windows, doors, and other items related to the project. In the future application, the vinyl shall be smooth and not embossed with a wood grain, the horizontal runs shall be limited to prevent running vertical joints so it is continuous to a reveal or another material, the amount of vinyl relative to other materials shall not exceed the percentage submitted, and the product shall be of a commercial grade. 5. The parking garage materials were not reviewed by the Commission at this time. The parking garage shall require approval prior to construction		

THIS DECISION WAS MADE IN ACCORDANCE TO PROVISIONS OF
CHAPTER 17.52 OF THE SALISBURY MUNICIPAL CODE.

Salisbury Historic District Commission

Certificate of Approval



SHDC Acting Chairman

07/21/2025

Date



SHDC Secretary

7/14/2025

Date

Every certificate of approval and any permit arising as a result thereof shall become invalid unless the work on the site authorized by such certificate of approval or permit is commenced within one year after its issuance, or if the work authorized by such certificate of approval or permit is suspended or abandoned for a period of one hundred eighty (180) days after the time the work is commenced. The commission is authorized to grant, in writing, one or more extensions of time, for periods not more than one hundred eighty (180) days each. The extension shall be requested in writing and justifiable cause demonstrated.

Salisbury Historic District Commission
June 25, 2025

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

COMMISSION MEMBERS PRESENT

Brenden Frederick, Acting Chairman - Present
Matt Auchey, Vice Chairman – Present
Lynne Bratten - Present
Brad Phillips- Not present
Margaret Lawson- Present
Lisa Gingrich – Present (Virtual)

CITY OFFICIALS PRESENT

Reena Patel, City Attorney- Present
Betsy Jackson, City Planner- Present
Nicholas Voituic, Director of DID- Present
Jennifer Jean, 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 acting Chairman explained the procedure of the meeting to all applicants and administered the oath en masse to all persons intending to testify.
3. **APPROVAL OF MINUTES** – Mr. Matt Auchey motioned to approve the April 23, 2025 and May 28, 2025 Meeting Minutes. Ms. Margaret Lawson seconded the motion. The motion was brought to vote by Commissioners and both Meeting Minutes were 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** – None.
7. **NEW BUSINESS**- Case #25-14 – 200 W Main St – Sign – Installation

Discussion Summary:

- Mr. Frederick recused himself from this case due to his involvement with the project and appointed Mr. Auchey as Acting Chair.
- Ms. Jennifer Jean read the staff report to the Commission.
- Mr. Ben Phillips, representing Phillips Signs on behalf of the Richard A. Henson Foundation, presented a request to install a sign on the building's front facade. He noted the sign is needed for better visibility and wayfinding. The sign will include the building's name and address number at pedestrian level, with consistent styling except for a black address number on a white background.
- Ms. Gingrich motioned to classify the structure as contributing, citing the existence of a Wicomico County survey for the property. Ms. Lawson seconded the motion. Motion approved.
- Mr. Auchey clarified the sign should not damage the brick or diminish the building's historic integrity.

- **Ms. Gingrich** asked about the materials used in the existing signage.
 - **Mr. Phillips** confirmed it was formed plastic with a matte finish (Gemini product), installed in 2022 and still in good condition.
- **Mr. Phillips** inquired about obtaining a sign permit.
 - **Ms. Gingrich** confirmed that a permit would be required.

Public Comment: None

Motion and Vote:

- *Motion:* **Ms. Bratten** moved to approve the application as submitted.
- *Second:* **Ms. Gingrich** seconded the motion.
- *Vote:* **Mr. Auchey** called for a vote. The application was **approved as submitted**.

Case #25-13 – 115 S Division St – Alterations – Replace Windows

Discussion Summary:

- **Ms. Jennifer Jean** read the staff report.
- **Mr. Joey Gilkerson** appeared on behalf of Devreco LLC to request approval to replace 25 wooden windows with aluminum-clad double-hung wooden windows. A product sample was provided.
- **Ms. Lawson** asked whether the existing windows were rotten.
 - **Mr. Gilkerson** explained the frames were not rotten but had warped and lost functionality.
- **Mr. Auchey** asked if new windows would fit existing openings.
 - **Mr. Gilkerson** confirmed they would.

Public Comment: None

Motion and Vote:

- *Motion:* **Mr. Auchey** moved to approve the application as submitted.
- *Second:* **Ms. Lawson** seconded the motion.
- *Vote:* **Mr. Frederick** called for a vote. The application was **approved as submitted**.

Case #25-11 – Lots 1, 11, and 15 – New Construction – Salisbury Town Center Apartments

Discussion Summary

- **Ms. Gingrich** initially motioned not to proceed with the case under City Code 17.12.110.

- Legal counsel **Reena Patel** advised the Commission to proceed based on the case's merits, clarifying that its proceedings are independent and not in furtherance of the Planning Commission.
- **Mr. Frederick** emphasized that public comment must remain focused on relevant case matters.
- **Ms. Patel** addressed eligibility concerns and affirmed that the Commission must assume all seated members are valid unless ruled otherwise by the appointing body.
- **Ms. Gingrich** explained her reasons for not recusing herself, citing prior fair evaluations and criticizing the timing and nature of the challenge.
- **Mr. Nicholas Voitiuc** read the staff report and submitted **Exhibits A and B**.
 - **Mr. Auchey and Mr. Frederick** brought to the staff's attention on record, future staff reports should be upheld to the same quality as case #25-11. **Ms. Gingrich** furthers the role of the staff reports are to provide more information to the Commissioners.

Applicant Presentation:

- **Mr. Michael Sullivan**, as council representing Salisbury Town Center Apartments LLC, **Mr. Tony Kupersmith**, of McAllister, DeTar, Showalter & Walker, as legal counsel representing Salisbury Town Center Apartments LLC, **Ms. Wendy Ober** (via Zoom), as the project architect, and **Mr. Kevin Carney** (via Zoom), as one of the project principles, appeared before the Commission to seek **Project Plan approval** under the same conditions set in the prior approval (June 2023, Case #23-08), for the new construction of the Salisbury Town Center Apartments.
 - The Commission deemed the building as **non-contributing** as no prior construction has been built on the site.
- **Mr. Kupersmith** motioned to strike the **testimony regarding the Staff's findings, Exhibit A and B from the staff**.
- **Mr. Sullivan and Mr. Kupersmith** (counsel for Salisbury Town Center Apartments LLC), **Ms. Ober** (project architect), and **Mr. Carney** (project principal) appeared to present the case, seeking reapproval under prior conditions from Case #23-08.
- The Commission deemed the site non-contributing.
- **Mr. Kupersmith** moved to strike the staff findings (Exhibits A and B). The motion was denied; a letter regarding eligibility concerns was added as Exhibit C.
- **Mr. Kupersmith** stated that the 45-day review period had expired since the original submission (March 25, 2025), implying default approval. **Mr. Frederick** noted that this issue is a legal matter for the courts.
- **Ms. Ober** was sworn in by **Mr. Frederick** and presented the project, highlighting its design compatibility with the Historic District.
 - **Ms. Bratten** asked about the building's elevation. **Mr. Carney** confirmed it will be raised 2 feet above the floodplain.
 - **Ms. Bratten** noted inconsistencies in vinyl placement. **Ms. Ober** explained vinyl would primarily be high up but may extend lower in certain areas with design breaks. **Mr. Carney** added that high-quality vinyl would be used.

- **Ms. Bratten** and **Ms. Gingrich** inquired about the building's height. **Ms. Ober** stated she would provide the height in writing.
 - **Mr. Kupersmith** submitted **Ms. Ober's** presentation as Exhibit D.
- **Mr. Sullivan** stated the applicant is requesting reapproval of the massing, layout, and materials under the same conditions approved in May 2023, including limitations on vinyl (smooth finish, limited horizontal runs, commercial grade, and percentage limits). Future applications will cover elements like windows, doors, and railings.
- **Mr. Kupersmith** submitted the 2023 original application and staff findings as Exhibits E and F, and requested **Ms. Ober** explain the massing.
 - **Ms. Gingrich** asked about pink-highlighted areas. **Ms. Ober** explained they represent storefront-style amenities. **Ms. Bratten** confirmed no design changes since 2023.
- **Mr. Sullivan** reiterated that the project was previously reviewed by the City and the Commission in 2022, with incorporated feedback and no changes since 2023. He requested reapproval under the same conditions.
- **Mr. Auchey** noted that past approvals do not dictate the current decision.
- **Mr. Kupersmith** submitted the Staff Report on special density as Exhibit G.
- **Mr. Frederick** clarified the current review covers only massing, layout, and materials. Further elements will be reviewed separately.
 - **Ms. Gingrich** noted the approval expired and the case should be reviewed in full, not merely reaffirmed. **Mr. Frederick** agreed this is a new case but focused on the requested scope.
- **Ms. Gingrich, Mr. Sullivan, and Mr. Frederick** discussed a 2023 pre-meeting.
- **Ms. Gingrich** questioned the guidelines for new construction and the definition of "non-contributing." **Mr. Auchey** noted different standards apply than for contributing structures.
- **Ms. Gingrich** raised concerns about setting a precedent for vinyl use. **Mr. Frederick** confirmed precedent exists for vinyl in non-contributing, residential projects in other historic districts, but not downtown.
- **Ms. Gingrich and Ms. Bratten** expressed concerns about the project's scale, generic design, and potential lack of public access.
- **Ms. Gingrich** attempted to present exhibits to support her opinion on the compatibility of the project in the Downtown Historic District; however, **Mr. Sullivan, Mr. Kupersmith, and Mr. Frederick** objected.
- **Ms. Gingrich** raised concerns regarding the use of vinyl, referencing the findings and discussions from the Historic District Meeting held on this project in 2023.
- **Mr. Frederick** noted that vinyl remains under review and emphasized that It must meet design standards before receiving final approval.
- **Ms. Bratten** questioned why materials had not changed in two years.

Motion and Vote:

Motion: Mr. Auchey moved to approve the application with the following conditions:

1. The massing is approved as submitted.
 2. The organizational layout is approved as submitted.
 3. The materials are approved as submitted except the vinyl. The vinyl is addressed in condition 4.
 4. The vinyl is subject to further review when the Commission reviews windows, doors, and other items related to the project. In the future application, the vinyl shall be smooth and not embossed with a wood grain, the horizontal runs shall be limited to prevent running vertical joints so it is continuous to a reveal or another material, the amount of vinyl relative to other materials shall not exceed the percentage submitted, and the product shall be of a commercial grade.
 5. The parking garage materials were not reviewed by the Commission at this time. The parking garage shall require approval before construction
- **Second: Ms. Lawson** seconded the motion.

Public Comment - Members of the public are welcome to comment at this time, subject to a time allotment of two (2) minutes per person.

- **Mr. Eric Wolf** expressed concern about vinyl's durability and urged adherence to guidelines.
- **Ms. Carolyn Wohlgemuth** cited the Historic Guidelines (p.12), raised fire safety concerns, and criticized vinyl and the project's potential impact on downtown charm. She emphasized the budget should not dictate materials.
- **Mr. Nathan Cox** questioned the project's compatibility with downtown aesthetics, arguing the design would be better suited for another location.

Vote: Mr. Frederick called for a vote. The application was approved **as amended** via split vote (3-2):

- Aye: Brenden Frederick, Matt Auchey, Margaret Lawson
- Nay: Lynne Bratten, Lisa Gingrich

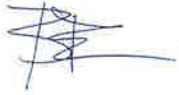
Motion and Vote:

- Motion: **Mr. Auchey** moved to adjourn.
- Second: **Ms. Lawson** seconded.
- Vote: **Mr. Frederick** called for a vote.

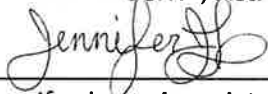
Adjournment:

There being no further business, the meeting was adjourned following the vote.

This is a summary of the proceedings of this meeting. Detailed information is in the permanent files of each case as presented and filed in the City of Salisbury, Housing & Community Development Department.
Department.



Brenden Frederick, Acting Chairman



Jennifer Jean, Associate Planner

10/09/2025

Date

9/30/2025

Date

Salisbury Historic District Commission Certificate of Approval

Case # 23-08	Meeting Date: 5/24/2023	Address: Parking Lots 1, 11 & 15 - Downtown
Description of Work: New Construction - Massing, Layout and Materials		
Presenting Case: Agent – Michael Sullivan Developer – Brad Gillis		
Motion: <i>Commissioner Brenden Frederick</i>		Second: <i>Commissioner Jane Messenger</i>
Amendments to Proposal: <i>N/A</i>		
Decision: Approved with the following conditions: 1. The massing is approved as submitted. 2. The organizational layout is approved as submitted. 3. The materials are approved as submitted except the vinyl. The vinyl is addressed in condition 4. 4. The vinyl is subject to further review when the Commission reviews windows, doors, and other items related to the project. In the future application, the vinyl shall be smooth and not embossed with a wood grain, the horizontal runs shall be limited to prevent running vertical joints so it is continuous to a reveal or another material, the amount of vinyl relative to other materials shall not exceed the percentage submitted, and the product shall be of a commercial grade. 5. The parking garage materials were not reviewed by the Commission at this time. The parking garage shall require approval prior to construction. 6. Any conflicts of this decision with the Land Development Agreement shall require Commission approval addressing said conflicts.		

THIS DECISION WAS MADE IN ACCORDANCE TO PROVISIONS OF
CHAPTER 17.52 OF THE SALISBURY MUNICIPAL CODE.


SHDC Chairman6/27/2023

Date


SHDC Secretary6/27/2023

Date

Every certificate of approval and any permit arising as a result thereof shall become invalid unless the work on the site authorized by such certificate of approval or permit is commenced within one year after its issuance, or if the work authorized by such certificate of approval or permit is suspended or abandoned for a period of one hundred eighty (180) days after the time the work is commenced. The commission is authorized to grant, in writing, one or more extensions of time, for periods not more than one hundred eighty (180) days each. The extension shall be requested in writing and justifiable cause demonstrated.

Exhibit D

Mike Sullivan

From: Randy Taylor <rtaylor@salisbury.md>
Sent: Friday, June 13, 2025 2:00 PM
To: Bradley Gillis; Nicholas Voitiuc; Beverly Tull; Tom Stevenson; Andy Kitzrow
Cc: Wendy Oberer; Reena J. Patel; Mike Sullivan; All City Council Members; Michael Zimmerman; T. Kevin Carney; Elijah Laikin; Dave Laikin; Brock Parker
Subject: RE: Salisbury Town Center Project Plan Review

Mr. Gillis,

I have been in conversation with Nick Voltic regarding your recent solicitations for the STCA project. As you well know, there are a number of legal challenges with this project. As a result, I have requested that DID suspend any further review until matters of the Circuit Court as well as the Salisbury Board of Appeals are concluded.

Regards,

Randolph J. Taylor

Mayor

City of Salisbury

115 S. Division St.

410-548-3100

www.salisbury.md



Salisbury Historic District Commission

Hearing Notification

Hearing Date:	June 25, 2025
Time:	7:00 pm
Location:	Government Office Building 125 N. Division Street Salisbury, MD. 21804 Room 301
Case Number:	#25-11
Commission Considering:	New Construction
Owner's Name:	Salisbury Town Center Apartments LLC
Applicant Name:	Salisbury Town Center Apartments LLC
Agent/Contractor:	N/A
Subject Property Address:	Lots 1, 11 & 15
Historic District:	Downtown Historic District
Use Category:	Commercial
Acting Chairman:	Brenden Frederick
HDC Staff contact:	Jennifer Jean 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)

(Prior HDC Case No. 23-08)

Date Submitted: 5-9-25

Date Accepted as Complete: _____

Case #:

Action Required By (45 days): _____

Subject Location: 131 Circle Ave., 121 Circle Ave., 118 Circle Ave., 144 W. Market St.

Application by: Salisbury Town Center Apartments, LLC

Applicant Address: 150 W. Market St., Suite 101, Salisbury, MD 21801

Applicant Phone: 410-430-6838

Owner Name: Salisbury Town Center Apartments, LLC

Owner Address: 150 W. Market St., Suite 101, Salisbury, MD 21801

Owner Phone: 410-430-6838

Owner Email: bad@qgibuilds.com

Mike@qgibuilds.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.

Approval for the construction of the Salisbury Town Center Project (the "Sky T-C Project") consisting of the construction of three (3) four-story apartment buildings providing a total of 222 new apartment units, and one (1) one-story building planned for commercial retail space, to be located on the above-referenced property owned fee simple by Applicant. The construction work requested for approval is the same work requested by Applicant and approved unanimously by the Commission in Case # 23-08, subject to the conditions set forth in the Certificate of Approval dated June 24, 2023, in the above case. Applicant requests approval of the same construction work, subject to the same conditions, approved unanimously by the Commission in Case # 23-08.

Are there any easements or deed restrictions for the exterior of this property? If yes, submit a #23-08 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 June 25, 2025 (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 _____

Date 5-8-25

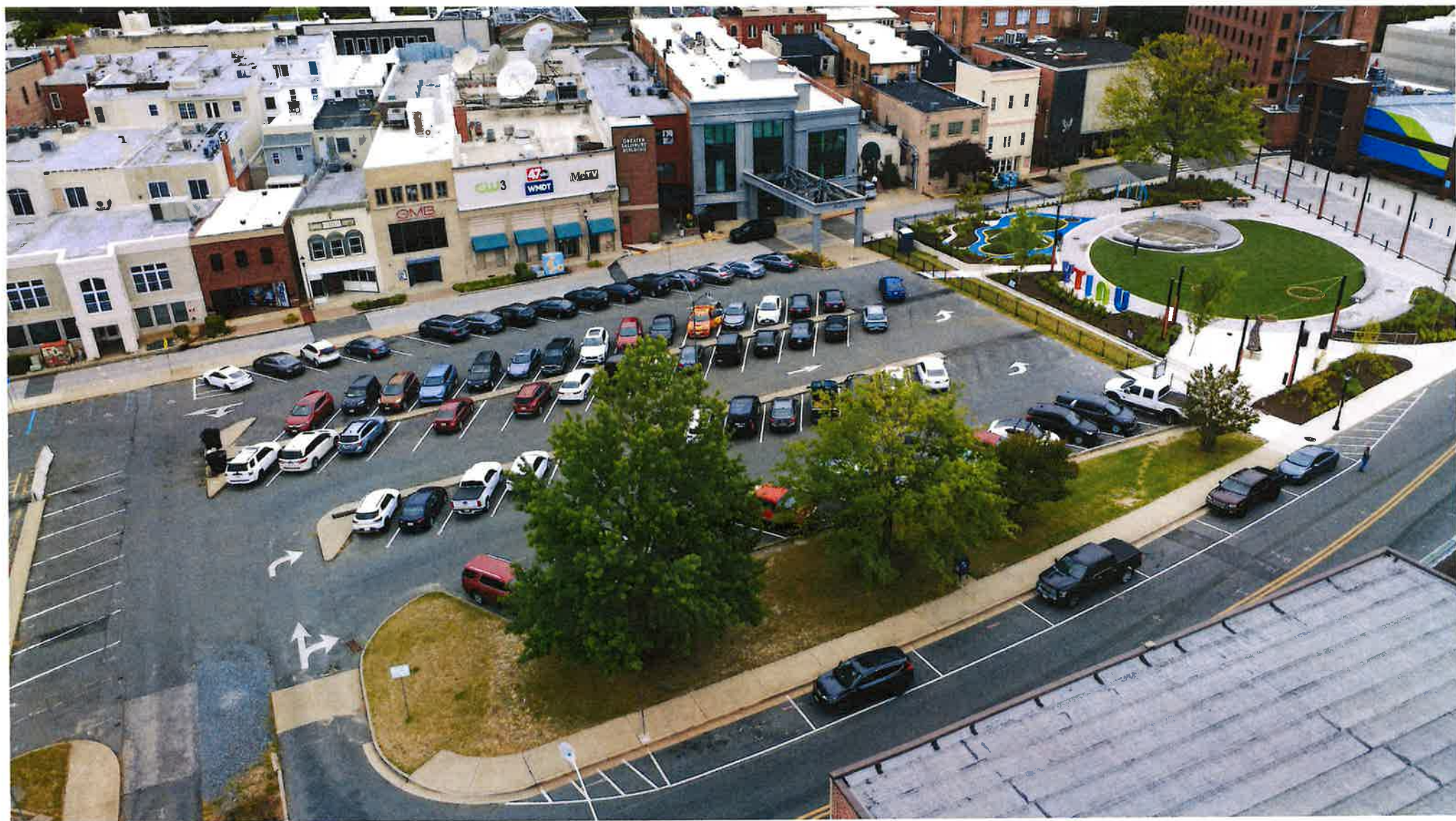
Application Processor (Date) _____

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











POWELL

CLEARANCE 7'-0"

LOADING
ZONE
20 MPH
LIMIT





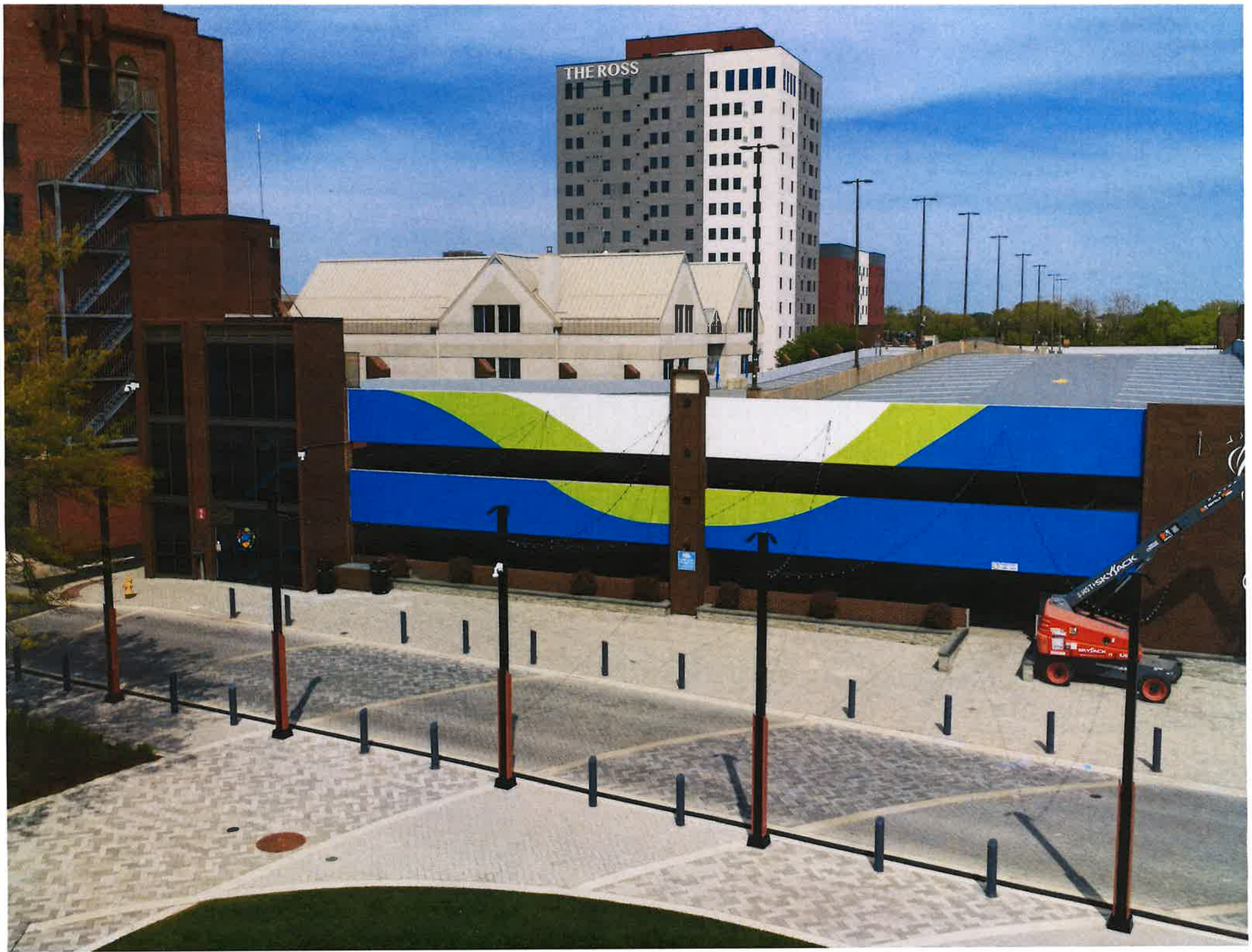






GREATER
SALISBURY
BUILDING

PLAZA



















RIVERVIEW COMMONS • 150 WEST MARKET STREET



Morgan Stanley









Real Property Data Search ()
Search Result for WICOMICO COUNTY

[View Map](#)

[View GroundRent Redemption](#)

[View GroundRent Registration](#)

Special Tax Recapture: None

Account Identifier: District - 09 Account Number - 061002

Owner Information

Owner Name: SALISBURY TOWN CENTER APARTMENTS LLC Use: COMMERCIAL
Principal Residence: NO
Mailing Address: 150 W MARKET ST
#101
SALISBURY MD 21801-
Deed Reference: /05321/ 00043

Location & Structure Information

Premises Address: 131 CIRCLE AVE
SALISBURY 21801-0000
Legal Description: L- 3; 42,024 SQFT
131 CIRCLE AVENUE
RESUB SALISBURY TOWN CENTER

Map: Grid: Parcel: Neighborhood: Subdivision: Section: Block: Lot: Assessment Year: Plat No:
0107 0014 1071 21003.23 0000 3 2024 Plat Ref: 0017/ 0730

Town: SALISBURY

Primary Structure Built Above Grade Living Area Finished Basement Area Property Land Area County Use
42,024 SF

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

Value Information

	Base Value	Value As of 01/01/2021	Phase-in Assessments As of 07/01/2023	As of 07/01/2024
Land:	420,200	420,200		
Improvements	88,800	88,800		
Total:	508,800	508,800	508,800	
Preferential Land:	0			

Transfer Information

Seller: CITY OF SALISBURY	Date: 11/14/2023	Price: \$275,000
Type: ARMS LENGTH MULTIPLE	Deed1: /05321/ 00043	Deed2:
Seller:	Date:	Price:
Type:	Deed1:	Deed2:
Seller:	Date:	Price:
Type:	Deed1:	Deed2:

Exemption Information

Partial Exempt Assessments: Class	07/01/2023	07/01/2024
County: 000	1,617,600.00	
State: 000	1,617,600.00	
Municipal: 000	1,617,600.00	1,617,600.00

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:

Real Property Data Search ()
Search Result for WICOMICO COUNTY

[View Map](#)

[View GroundRent Redemption](#)

[View GroundRent Registration](#)

Special Tax Recapture: None

Account Identifier: District - 09 Account Number - 060987

Owner Information

Owner Name: SALISBURY TOWN CENTER APARTMENTS LLC Use: COMMERCIAL
Principal Residence: NO
Mailing Address: 150 W MARKET ST
#101
SALISBURY MD 21801-
Deed Reference: /05321/ 00043

Location & Structure Information

Premises Address: 121 CIRCLE AVE
SALISBURY 21801-0000
Legal Description: L- 4; 18,433 SQFT
121 CIRCLE AVENUE
RESUB SALISBURY TOWN CENTER

Map: Grid: Parcel: Neighborhood: Subdivision: Section: Block: Lot: Assessment Year: Plat No:
0107 0020 1074 10003.23 0000 4 2024 Plat Ref: 0017/ 0730

Town: SALISBURY

Primary Structure Built Above Grade Living Area Finished Basement Area Property Land Area County Use
18,433 SF

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

Value Information

	Base Value	Value As of 01/01/2021	Phase-in Assessments As of 07/01/2023	As of 07/01/2024
Land:	184,300	184,300		
Improvements	3,900	3,900		
Total:	188,200	188,200	188,200	
Preferential Land:	0			

Transfer Information

Seller: CITY OF SALISBURY	Date: 11/14/2023	Price: \$275,000
Type: ARMS LENGTH MULTIPLE	Deed1: /05321/ 00043	Deed2:
Seller:	Date:	Price: \$0
Type:	Deed1: /00582/ 00072	Deed2:
Seller:	Date:	Price:
Type:	Deed1:	Deed2:

Exemption Information

Partial Exempt Assessments: Class	07/01/2023	07/01/2024
County:	000	119,900.00
State:	000	119,900.00
Municipal:	000	119,900.00

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:

Real Property Data Search ()
Search Result for WICOMICO COUNTY

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[View GroundRent Registration](#)

Special Tax Recapture: None

Account Identifier: District - 09 Account Number - 055207

Owner Information

Owner Name: SALISBURY TOWN CENTER APARTMENTS LLC Use: COMMERCIAL
Principal Residence: NO
Mailing Address: 150 W MARKET ST
#101
SALISBURY MD 21801
Deed Reference: /05321/ 00043

Location & Structure Information

Premises Address: 118 CIRCLE AVE
SALISBURY 21801-0000
Legal Description: L-5; 1.08 AC
118 CIRCLE AVENUE
RESUB SALISBURY TOWN CENTER

Map: Grid: Parcel: Neighborhood: Subdivision: Section: Block: Lot: Assessment Year: Plat No:
0107 0020 1077 20003.23 0000 5 2024 Plat Ref: 0017/ 0730

Town: SALISBURY

Primary Structure Built Above Grade Living Area Finished Basement Area Property Land Area County Use
1.0800 AC

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

Value Information

	Base Value	Value As of 01/01/2021	Phase-in Assessments As of 07/01/2023	As of 07/01/2024
Land:	470,400	470,400		
Improvements	4,800	4,800		
Total:	475,200	475,200	475,200	
Preferential Land:	0			

Transfer Information

Seller: SALISBURY CITY OF	Date: 11/14/2023	Price: \$275,000
Type: ARMS LENGTH MULTIPLE	Deed1: /05321/ 00043	Deed2:
Seller: CAREY, T HOWARD ETAL	Date: 10/30/1987	Price: \$90,000
Type: ARMS LENGTH IMPROVED	Deed1: /01123/ 00864	Deed2:
Seller:	Date:	Price:
Type:	Deed1:	Deed2:

Exemption Information

Partial Exempt Assessments: Class	07/01/2023	07/01/2024
County:	000	55,400.00
State:	000	55,400.00
Municipal:	000	55,400.00

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:

Real Property Data Search ()
Search Result for WICOMICO COUNTY

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[View GroundRent Redemption](#)

[View GroundRent Registration](#)

Special Tax Recapture: None

Account Identifier: District - 09 Account Number - 052534

Owner Information

Owner Name: SALISBURY TOWN CENTER APARTMENTS LLC Use: COMMERCIAL
Principal Residence: NO
Mailing Address: 150 W MARKET ST
#101
SALISBURY MD 21801-
Deed Reference: /05321/ 00043

Location & Structure Information

Premises Address: 149 W MARKET ST
SALISBURY 21801-0000
Legal Description: L - 6; 19,900 SQFT
149 W MARKET STREET
RESUB SALISBURY TOWN CENTER

Map: Grid: Parcel: Neighborhood: Subdivision: Section: Block: Lot: Assessment Year: Plat No:
0107 0014 1066 21003.23 0000 6 2024 Plat Ref: 0017/ 0730

Town: SALISBURY

Primary Structure Built Above Grade Living Area Finished Basement Area Property Land Area County Use
19,900 SF

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

Value Information

	Base Value	Value As of 01/01/2021	Phase-In Assessments As of 07/01/2023	As of 07/01/2024
Land:	199,000	199,000		
Improvements	1,000	1,000		
Total:	200,000	200,000	200,000	
Preferential Land:	0			

Transfer Information

Seller: SALISBURY CITY OF	Date: 11/14/2023	Price: \$275,000
Type: ARMS LENGTH MULTIPLE	Deed1: /05321/ 00043	Deed2:
Seller: CANNON, ROBERT P	Date: 08/30/1977	Price: \$0
Type: ARMS LENGTH IMPROVED	Deed1: /00878/ 00632	Deed2:
Seller: CANNON, ROBERT P	Date: 08/22/1976	Price: \$21,000
Type: ARMS LENGTH IMPROVED	Deed1: /00000/ 00016	Deed2:

Exemption Information

Partial Exempt Assessments: Class	07/01/2023	07/01/2024
County:	000	198,300.00
State:	000	198,300.00
Municipal:	000	198,300.00

Special Tax Recapture: None

Homestead Application Information

Homestead Application Status: No Application

Homeowners' Tax Credit Application Information

Homeowners' Tax Credit Application Status: No Application Date:

Salisbury Town Center Apartments, LLC

c/o Michael P. Sullivan
150 W. Market Street, Suite 101
Salisbury, MD 21801
mike@ggibuilds.com

May 8, 2025

City of Salisbury, Maryland
Salisbury Historic District Commission
125 N. Division Street, Room 304
Salisbury, Maryland 21801

Re: *Salisbury Town Center Apartments, LLC Application for Approval of the Construction Work for the Salisbury Town Center, as Approved Unanimously by the Salisbury Historic District Commission on May 24, 2023, and Subject to All Conditions Contained in the Certificate of Approval issued for Case #23-08.*

Dear Commissioners,

On behalf of Salisbury Town Center Apartments, LLC (“STCA”), please accept the enclosed Salisbury Historic District Commission Application for approval of the construction work for the new construction of the Salisbury Town Center Project (the “**Sby Town-Center Project**”), consisting of three (3) four-story apartment buildings, providing a total of two hundred twenty-two (222) new apartment units, and one (1) one-story building planned for commercial retail space(s), to be constructed on that certain real property owned by Applicant identified as follows: (i) Map 0107, Parcel 1071, Lot 3 (Maryland Tax Account No. 09-061002), having a premises address of 131 Circle Ave., Salisbury, MD 21801 (“**Lot 3**”); (ii) Map 0107, Parcel 1074, Lot 4 (Maryland Tax Account No. 09-060987), having a premises address of 121 Circle Ave., Salisbury, MD 21801 (“**Lot 4**”); (iii) Map 0107, Parcel 1077, Lot 5 (Maryland Tax Account No. 09-055207), having a premises address of 118 Circle Ave., Salisbury, MD 21801 (“**Lot 5**”); and, (iv) Map 0107, Parcel 1066, Lot 6 (Maryland Tax Account No. 09-052534), having a premises address of 149 W. Market St., Salisbury, MD 21801 (“**Lot 6**”) (Lot 3, Lot 4, Lot 5 and Lot 6 are hereinafter referred to collectively as the “**STCA Lots**”). The construction work that is the subject of this Application reflects the same construction work requested for approval by STCA in the Application, dated April 24, 2023 (the “**Prior Approved Application**”), approved unanimously by the Salisbury Historic District Commission (“**HDC**”) in Case #23-08, subject to all conditions expressly set forth in the Certificate of Approval, dated June 27, 2023, issued by the HDC (the Certificate of Approval issued by the HDC for Case #23-08, approving the construction work for the Sby Town-Center Project as provided in the Prior Approved Application, is hereinafter referred to as the “**Town-Center Approval**”). (A copy of the Prior Approved Application, inclusive of all exhibits attached thereto, is attached hereto and incorporated herein as if set forth at length in this Application, as **Exhibit A**; a copy of the Town-Center Approval is attached hereto and incorporated herein as if set forth at length in this Application as **Exhibit B**.)

On or about April 24, 2023, STCA submitted the Prior Approved Application requesting the HDC’s approval of the work described therein for the planned development and construction of the Sby Town-Center Project, consisting of STCA’s new construction of three (3) four-story apartment buildings and one (1) one-story building planned for commercial retail space(s) on the STCA Lots (as more particularly depicted on (i) the Preliminary Site Plan for the Sby Town-Center Project approved by the City of Salisbury – Wicomico County Planning Commission (the “**Planning Commission**”) at its July 20, 2023 meeting and (ii) the Final Site Plan for the Sby Town-Center Project submitted by STCA, on February 28, 2025, for approval by the Planning Commission).¹ Case #23-08, regarding the requests contained in the Prior Approved Application, was heard by the HDC at its May 24, 2023 meeting. Following extensive testimony from representatives of STCA, subsequent questioning from the Members of the HDC and public comment, the HDC

¹ A copy of the Preliminary Site Plan for the Sby Town-Center Project (the “**Approved Preliminary Site Plan**”), approved by the Planning Commission on July 20, 2023, is attached hereto and incorporated herein as **Exhibit C**; a copy of the Preliminary Certificate of Design and Site Plan Approval, dated July 21, 2023 (the “**Certificate of Preliminary Site Plan Approval**”), issued by the City of Salisbury to STCA is attached hereto and incorporated herein as **Exhibit D**; and, a copy of the Final Site Plan for the Sby Town-Center Project, submitted by STCA, on February 28, 2024, for approval by the Planning Commission, is attached hereto and incorporated by reference herein as **Exhibit E**.

voted unanimously to approve the work, for STCA's construction of the Sby Town-Center Project, described in the Prior Approved Application, subject to the following conditions:

1. The massing [for construction of the Sby Town-Center Project] is approved as submitted.
2. The organizational layout [for construction of the Sby Town-Center Project] is approved as submitted.
3. The materials [for construction of the Sby Town-Center Project] are approved as submitted except the vinyl. The vinyl is addressed in condition 4.
4. The vinyl [for construction of the Sby Town-Center Project] is subject to further review when the [HDC] reviews windows, doors and other items related to the [Sby Town-Center Project]. In the future application, the vinyl shall be smooth and not embossed with a wood grain, the horizontal runs shall be limited to prevent running vertical joints so it is continuous to a reveal or another material, the amount of vinyl relative to other materials shall not exceed the percentage submitted, and the product shall be a of a commercial grade.
5. The parking garage materials were not reviewed by the [HDC] at this time. The parking garage shall require approval prior to construction.
6. Any conflictions of this decision with the Land Development Agreement shall require Commission approval addressing said conflictions.

(See copy of the Town-Center Approval attached hereto and incorporated herein as **Exhibit B**; see also Minutes, May 24, 2023 Meeting of the HDC, attached hereto and incorporated herein as **Exhibit F**.)

Following the HDC's approval of the Prior Approved Application (see **Exhibit A & Exhibit B**), STCA diligently moved forward to obtain all approvals and permits necessary for STCA's development and construction of the Sby Town-Center Project: (i) the City of Salisbury and STCA entered into that certain Amended and Restated Lot Disposition Agreement, dated June 20, 2023 (the "**Town-Center LDA**") (as approved by Resolution No. 3263 of the City Council); (ii) the Planning Commission approved the Approved Preliminary Site Plan (see **Exhibit C**; see also **Exhibit E**); and, (iii) by Deed, dated October 27, 2023 and recorded with the Land Records of Wicomico County, Maryland in Book 5321, Page 43, the City of Salisbury, pursuant to the terms and conditions of the Town-Center LDA, conveyed the STCA Lots to STCA.

In accordance with the conditions set forth in the Certificate of Preliminary Site Plan Approval, STCA submitted a Request for Special Exception to the City of Salisbury Board of Appeals (the "**Board of Appeals**"), under Section 17.24.040(B)(2)(c) of the City's Zoning Code, to increase the density, formerly permitted in the City of Salisbury zoning district designated "Central Business District" (the "**CBD**"), from forty (40) units per acre to seventy-seven (77) units per acre. At the November 2, 2023 Board of Appeals Meeting, the Board of Appeals voted 3-2 to deny STCA's Request for Special Exception. In response to appeals of the Board Appeals' decision denying STCA's Request for Special Exception, the Circuit Court for Wicomico County, in the case captioned *In the Matter of Salisbury Town Center Apartments, LLC* (Case No. C-22-CV-23-000357), issued an Order, docketed March 13, 2024, ruling: As a matter of law, the Maryland zoning enabling statutes prohibit the Board of Appeals from increasing legislatively enacted residential density limits through an administrative special exception application process (the "**Circuit Court Order**"). Because of the Circuit Court Order, as of March 13, 2024, development and construction of the Salisbury Town-Center Project as approved by the HDC (see **Exhibit B**) *could not be permitted under the City's Zoning Code* (see Title 17 of the City Code), thus STCA was prevented from: (i) commencing any work on the Salisbury Town-Center Project within one (1) year of the HDC's issuance of the Town-Center Approval (see Section 17.52.120(C) of the City Code); and, (ii) otherwise developing the Sby Town-Center Project as contemplated by the terms of the Town-Center LDA.

On or about July 12, 2024, STCA, pursuant to Section 17.228.020 of the City Code, submitted a Request for Text Amendment, to amend Section 17.24.040(B)(2)(a) of the City Code by increasing the density permitted for development of property zoned CBD from forty (40) units per acre to eighty (80) units per acre (the "**Density Text Amendment**"). At their November 21, 2024 Meeting, the Planning Commission, by a vote of 6-1, forwarded a Favorable

Recommendation for the Density Text Amendment to the Mayor and City Council.² On January 27, 2025, the City Council, by a vote of 4-1, adopted Ordinance No. 2909 (the “**CBD Density Ordinance**”), amending Section 17.24.040(B)(2)(a) of the City Code, increasing the density permitted for the development of property zoned CBD from forty (40) units per acre to eighty (80) units per acre. As a result of the enactment of the CBD Density Ordinance, development and construction of the Salisbury Town-Center Project on the STCA Lots, as detailed in the Prior Approved Application and approved by the HDC subject to the conditions contained in the Town-Center Approval (see **Exhibit A** & **Exhibit B**), is inherently permitted in the CBD.

In accordance with foregoing, STCA submits this Application and requests the HDC issue a Certificate of Approval: (i) approving the same work for the construction of the Sby Town-Center Project described in the Prior Approved Application (attached hereto and incorporated herein as **Exhibit A**) approved by the unanimous vote of the HDC in Case #23-08; (ii) a copy of the Approved Preliminary Site Plan (see **Exhibit C**), a copy of the Certificate of Preliminary Site Plan Approval (see **Exhibit E**) and a copy of the proposed Final Site Plan for the Sby Town-Center submitted by STCA, for approval by the Planning Commission, on February 28, 2025 (see **Exhibit F**); (iii) photographs of the subject site and all buildings in the immediate vicinity; and, (iv) a copy of all other exhibits attached hereto and incorporated herein.³

In consideration of the City’s special counsel’s unavailability for the HDC’s May 28, 2025 Meeting, please kindly schedule STCA’s Application for consideration at the June 25, 2025 HDC Meeting. If you have any questions or need any additional information regarding this Application, please contact me at your earliest convenience. On behalf of myself and STCA, thank you for your time and attention to this Application.

Respectfully,



Michael P. Sullivan

Enclosures/

Cc (w/ enclosures): Client

² (See Letter, dated November 22, 2024, from Henry Eure, Deputy Director, City of Salisbury Department of Infrastructure and Development, attached hereto and incorporated herein as **Exhibit G**.)

³ Please note: The material board providing proposed design materials for construction of the Sby Town-Center Project (being the identical material board submitted by STCA with respect to the Prior Approved Application) was hand-delivered by STCA to the City on April 25, 2025.

Exhibit A

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

(date)

Date Submitted: 4/24/2023

Case #: _____
Action Required By (45 days): _____

Date Accepted as Complete: _____
Subject Location: Lots 1, 11 & 15, Salisbury, MD 21801
Application by: Salisbury Town Center Apartments, LLC
Applicant Address: 150 N. Market Street, Suite 101, Salisbury, MD 21801
Applicant Phone: 410-430-6838

Owner Name: City of Salisbury
Owner Address: 125 N. Division St. Room 304
Owner Phone: 410-548-3100
Owner Email: dkitzrow@salisbury.md

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.

Construction of the Salisbury Town - Center development project, inclusive of the construction of three (3) four (4) story apartment buildings, located on the currently unimproved downtown public parking lots commonly referred to as lot 1, lot 11 and lot 15.

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 May 24, 2023 (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: _____

Date: April 24, 2023

Application Processor (Date)

Secretary, S.H.D.C. (Date)

Salisbury Town Center Apartments, LLC
c/o Bradley J. Gillis
150 W. Market Street
Suite 101
Salisbury, MD 21801

April 24, 2023

City of Salisbury, Maryland
Salisbury Historic District Commission
125 N. Division Street, Room 202
Salisbury, Maryland 21801

Re: *Redevelopment of Downtown City Parking Lots (Lots 1, 11 & 15); the Salisbury Town-Center Project*

Dear Commissioners,

On behalf of Salisbury Town Center Apartments, LLC ("STCA"), please accept the enclosed Application for Certificate of Approval for STCA's construction of the Salisbury Town-Center Project submitted for consideration by the City of Salisbury Historic District Commission (the "HDC") in connection with STCA's development of certain portions of the unimproved parking lots identified as: (i) Map 0107, Parcel 1071 (Maryland Tax Account No. 09-061002) ("Lot 1"); (ii) Map 0107, Parcels 1074 -1079 (Maryland Tax Account Nos. 09-060987, 09-061029, 09-055215, 09-055207, 09-057994, and 09-057986) (hereinafter referred to collectively as "Lot 11"); and, (iii) Map 0107, Parcel 1066 (Maryland Tax Account No. 09-052534) ("Lot 15") (STCA's development of those certain portions of Lot 1, Lot 11 and Lot 15 is hereinafter referred to as the "Salisbury Town-Center Project").

For purposes of the Salisbury Town-Center Project to be developed and constructed by STCA, Lot 1, Lot 11 and Lot 15 are intended to be resubdivided into Five (5) new, reconfigured lots and parcels of land identified as "Lot 1", "Lot 2", "Lot 3", "New Parcel 1066" and "New Parcel 1071" ("Lot 3", "New Parcel 1066" and "New Parcel 1071" are hereinafter referred to collectively as the "Sby Town-Center Lots") ("Lot 1" is hereinafter referred to as the "Unity Square Lot") ("Lot 2" is hereinafter referred to as the "Parking Garage Lot"). Upon the resubdivision of Lot 1, Lot 11 and Lot 15 into Five (5) new, reconfigured lots as aforesaid, the City shall keep and retain legal title to the Unity Square Lot and the Parking Garage Lot as more particularly shown on the resubdivision plat to be attached as an exhibit to the Amended and Restated Lot Disposition Agreement to be executed by the City and STCA, which said LDA shall govern STCA's development of the Salisbury Town-Center Project.

As discussed previously with the HDC during the Pre-Application Conference for the Salisbury Town-Center Project, the Salisbury Town-Center Project involves STCA's development and construction of: (i) Three (3) Four (4) story buildings which, as planned by Developer, shall consist of approximately Two Hundred Twenty-Two (222) apartment units in the aggregate; and, (ii) with respect to "Lot 3" only, a One (1) story building, located adjacent to the Unity Square Lot, consisting of commercial space(s) for retail use (the Three (3) Four (4) story apartment buildings and the One (1) story commercial-retail building to

Salisbury Town Center Apartments, LLC

c/o Bradley J. Gillis
150 W. Market Street
Suite 101
Salisbury, MD 21801

be constructed by Developer on the Sby Town-Center Lots are each hereinafter referred to individually as a "Town-Center Building" and are hereinafter referred to collectively the "Town-Center Buildings") All told, Salisbury Town-Center Project will convert the land presently identified as Lots 1, 11 and 15 from its current use as public parking lots into a Two Hundred Twenty-Two (222) residential apartment complex, that when complete will transform the south-side area of Downtown Salisbury.

As planned, the construction of the Town-Center Buildings will be long, deep and have a maximum height of Sixty-One Feet and 4 inches (61' 4"). The maximum height of Sixty-One Feet and 4 inches (61' 4") includes improvements for elevator shafts and other related mechanical improvements necessary to serve the Building and its residents. With respect to the façades of the Town-Center Buildings, STCA plans to use modern, exterior surface materials that honor a classic and traditional look and are compatible with the attractiveness of surrounding structures comprising the Downtown Salisbury Historic District.

HVAC for each Town-Center Building will be supplied through a traditional exterior heat pump system. As constructed, each of the apartment units within the Town-Center Buildings will have a separately controlled heating and air conditioning system, with one interior air handler and one exterior heat pump. The exterior heat pumps will be set on the roof(s) of each Town-Center Building. The current plans for the Project call for garbage collection at the Town-Center Building to be handled through an internal trash disposal system. In the event an external garbage collection facility is determined necessary for use of the Project once complete, specifications regarding that external garbage collection facility will be provided to the HDC.

As planned, STCA intends to have the first Town-Center Building completed and brought to market no later than August 1, 2025. STCA is working closely with City officials to obtain all of the approvals and permits necessary to meet our timeframe for completion of the Project. To that end, this submission represents the first-step in that approval process. In order to move forward with permitting the Salisbury Town-Center Project, STCA respectfully requests the HDC's approval of a Certificate of Approval for construction of the Salisbury Town-Center Project.

STCA is excited to bring this generational development project to the City. At its core, the Salisbury Town-Center Project will reimagine and completely redefine the south-side corridor of Downtown Salisbury from surplus unenclosed public parking lots into a town-center complete with residential apartments, luxury-style living and recreational amenities, and several, new retail businesses. When completed, the Salisbury Town-Center Project will bring the City's longstanding goal for the redevelopment of the Downton surplus parking lots known as Lots 1, 11 and Lot 15 into reality, dramatically changing the cityscape and skyline of our Downtown for generations to come. STCA is proud to stand behind the development of the Salisbury Town-Center Project, as it will serve as a signature testament to the City's continuing hard work to meaningfully redevelop Downtown Salisbury.

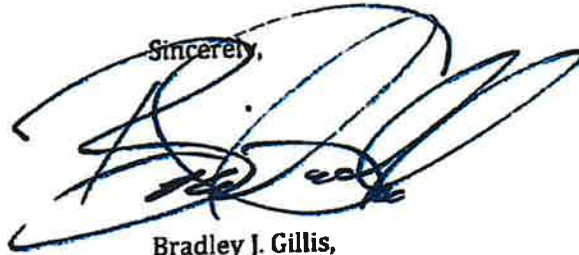
Salisbury Town Center Apartments, LLC

**c/o Bradley J. Gillis
150 W. Market Street
Suite 101
Salisbury, MD 21801**

Enclosed is STCA's Application to the Historic District Commission and Application Fee, along with conceptual renderings of the Salisbury Town-Center Project, including drawings depicting the proposed height for each Town-Center Building. Please kindly schedule STCA's Application for consideration by the HDC at its May 24, 2023 meeting.

On behalf of Salisbury Town Center Apartments, LLC, thank you for your time and consideration of this request.

Sincerely,



Bradley J. Gillis,
Salisbury Town Center Apartments, LLC

Cc (w/ enclosures): c/o Brian Soper, City Planner

Enclosures/

SALISBURY TOWN CENTER |

SALISBURY, MARYLAND

RENDERED VIEWS
20 APRIL, 2023





SALISBURY TOWN CENTER
SALISBURY, MARYLAND

W. MARKET STREET AT CIRCLE AVE
20 APRIL, 2023



SALISBURY TOWN CENTER
SALISBURY, MARYLAND

CIRCLE AVE. AT RETAIL
20 APRIL, 2023



SALISBURY TOWN CENTER
SALISBURY, MARYLAND

POOL AMENITY
20 APRIL, 2023



SALISBURY TOWN CENTER
SALISBURY, MARYLAND

W. MARKET STREET
20 APRIL, 2023



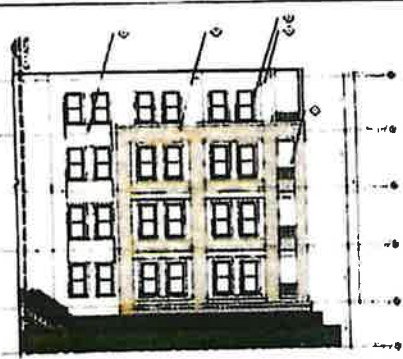
SALISBURY TOWN CENTER
SALISBURY, MARYLAND

BUILDING B ENTRY
20 APRIL 2023

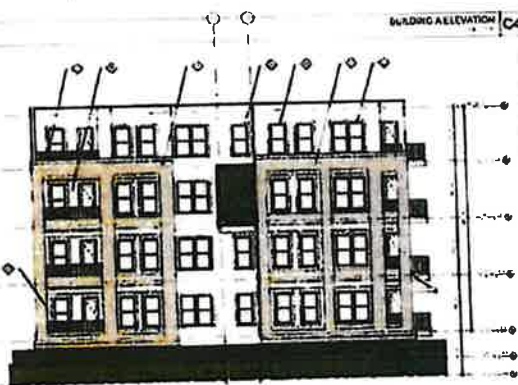


SALISBURY TOWN CENTER
SALISBURY, MARYLAND

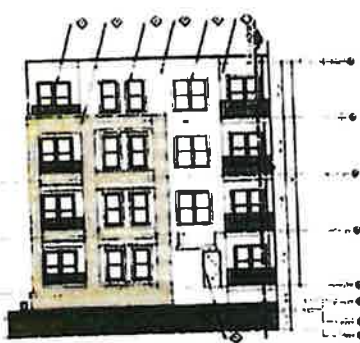
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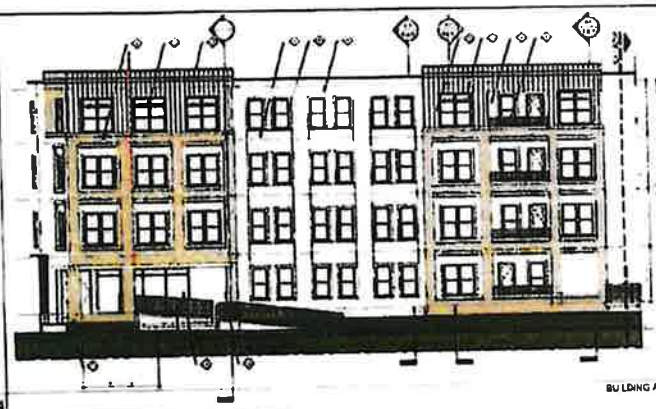
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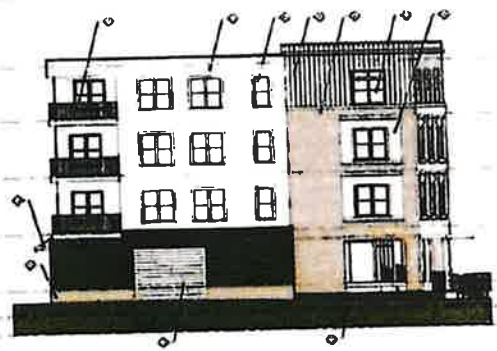
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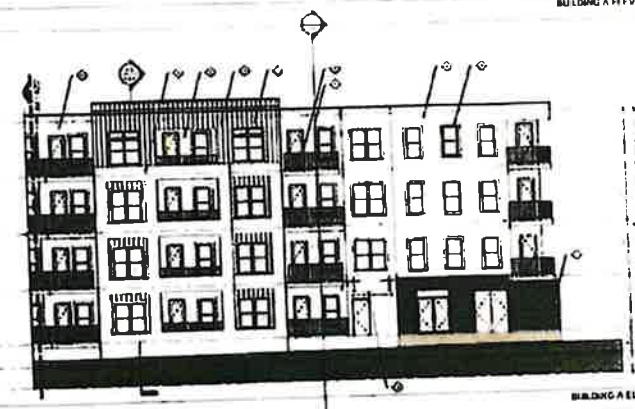
BUILDING A ELEVATION A4



BUILDING A ELEVATION C1



BUILDING A ELEVATION B1



BUILDING A ELEVATION A1

ELEVATION GENERAL NOTES

1. ALL ELEVATIONS ARE TO FACE UNLESS NOTED OTHERWISE.
2. FINISHES ARE TO BE AS SHOWN ON THE KEY PLAN.
3. ALL WINDOWS ARE TO BE DOUBLE GLAZED UNLESS NOTED OTHERWISE.
4. ALL DOORS ARE TO BE DOUBLE GLAZED UNLESS NOTED OTHERWISE.
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ELEVATION KEY NOTES

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KEY PLAN



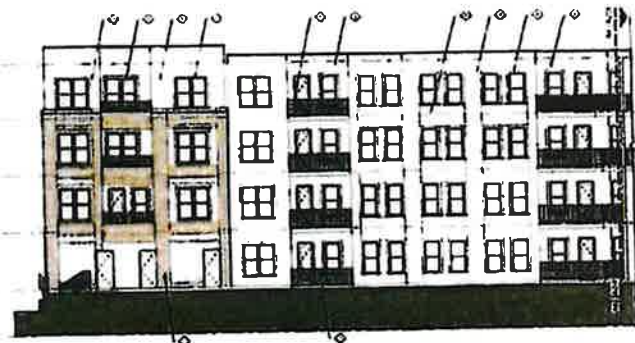


SALISBURY TOWN CENTER

WEST BAYVIEW, OHIO
44130-1000
CITY OF SALISBURY, OHIO

EXTERIOR ELEVATIONS - BLDG A

A200

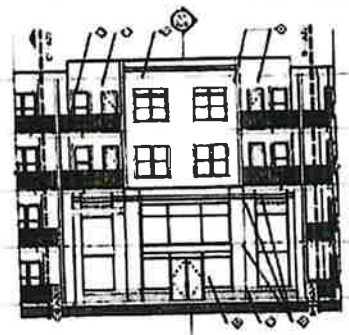


ELEVATION GENERAL NOTES

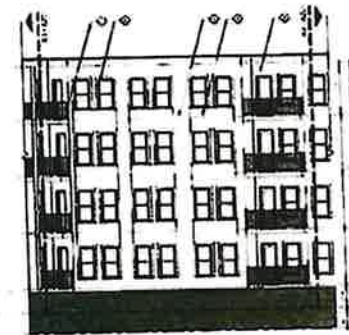
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CREATIVE INTERIORS
ARCHITECTS



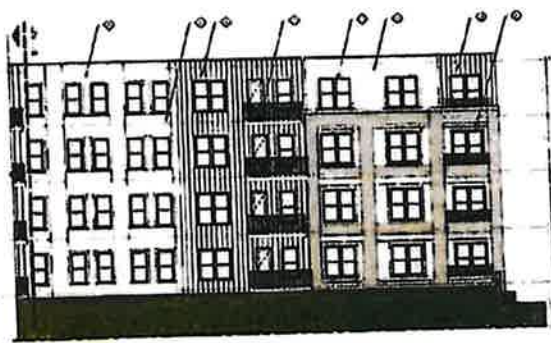
BUILDING B ELEVATION | B3



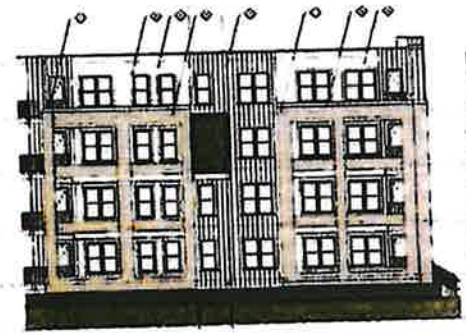
BUILDING B ELEVATION | B1

ELEVATION KEY NOTES

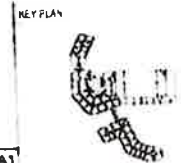
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BUILDING B ELEVATION | A3



BUILDING B ELEVATION | A1



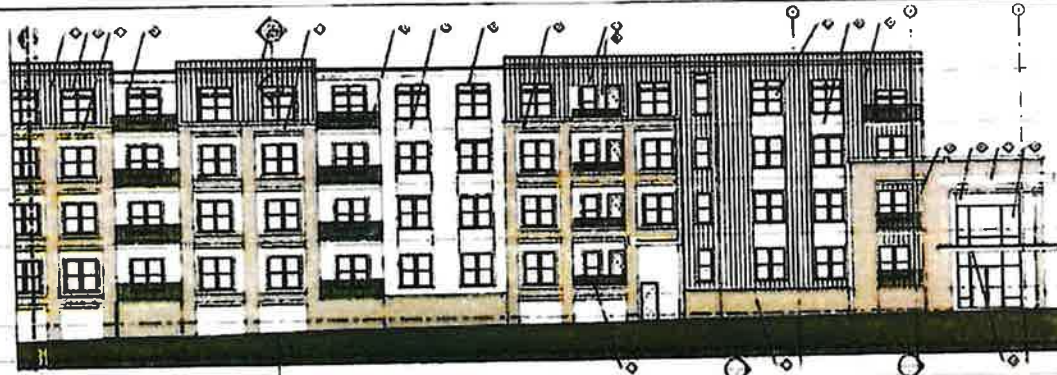
SALISBURY TOWN CENTER

100 N. MAIN STREET
SALISBURY, MD 21781

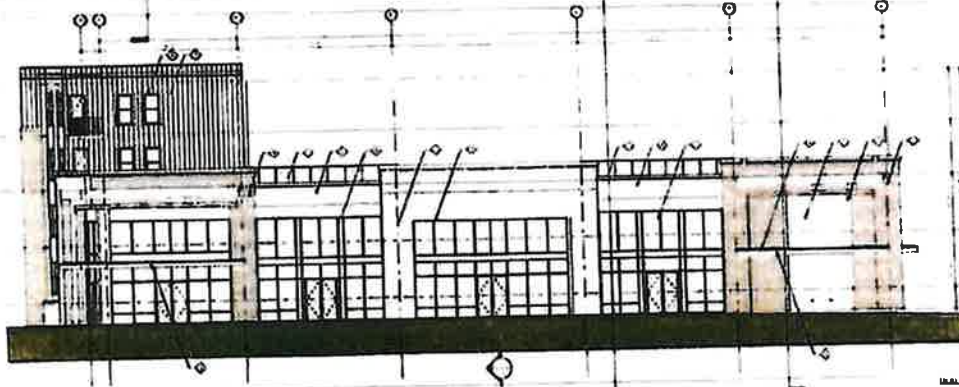
CREATIVE INTERIORS
ARCHITECTS
1100 N. MAIN STREET
SALISBURY, MD 21781

EXTERIOR
ELEVATIONS - BLDG B

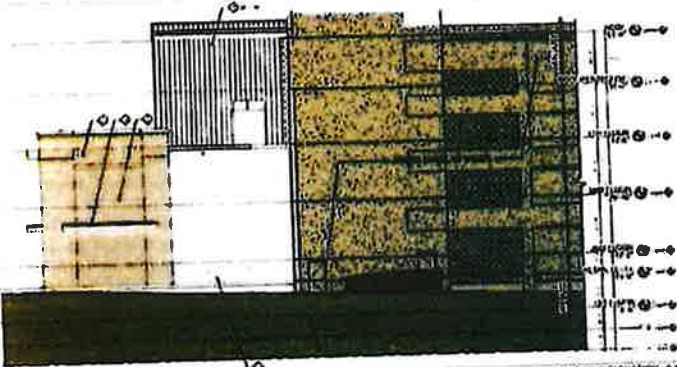
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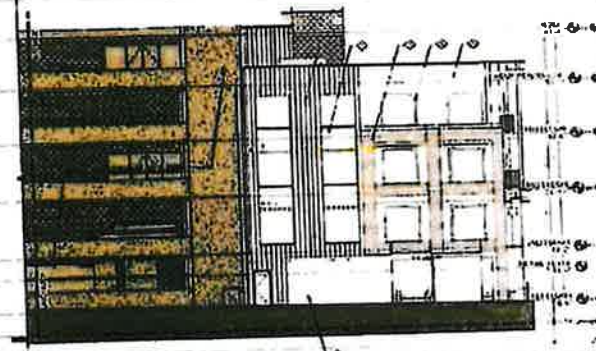
BUILDING B ELEVATION - A



BUILDING B ELEVATION - B



BUILDING B ELEVATION - C



BUILDING B ELEVATION - D

ELEVATION GENERAL NOTES

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KEY PLAN

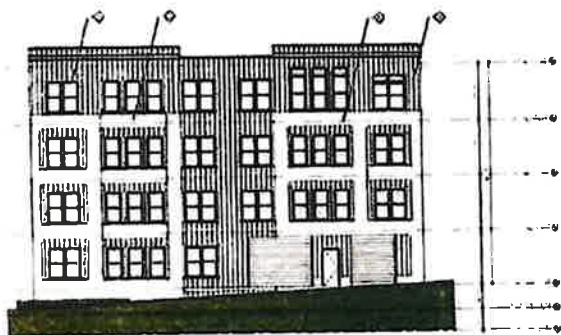


SALISBURY TOWN CENTER

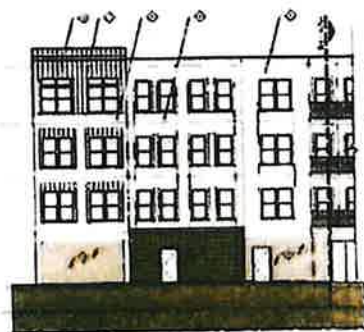
SALISBURY TOWN CENTER

EXTERIOR ELEVATIONS - BLDG B

A202



BUILDING C ELEVATION C3



BUILDING C ELEVATION C1



BUILDING C ELEVATION B4



BUILDING C ELEVATION B1



BUILDING C ELEVATION A1

ELEVATION GENERAL NOTES

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KEY PLAN



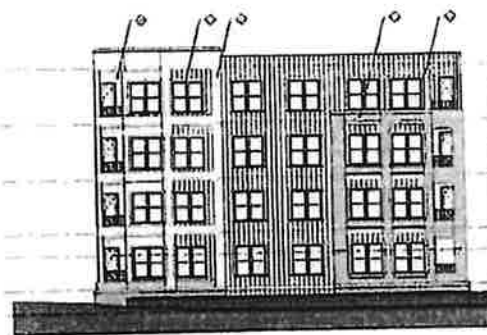
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SALISBURY TOWN CENTER LLC

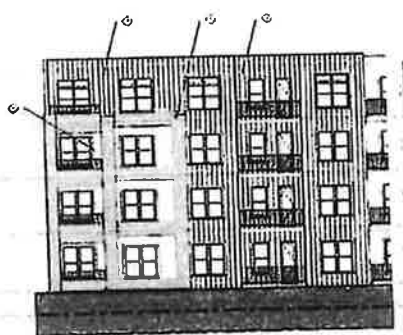
SALISBURY TOWN CENTER

ARCHITECTURAL ELEVATIONS - BLOCK C

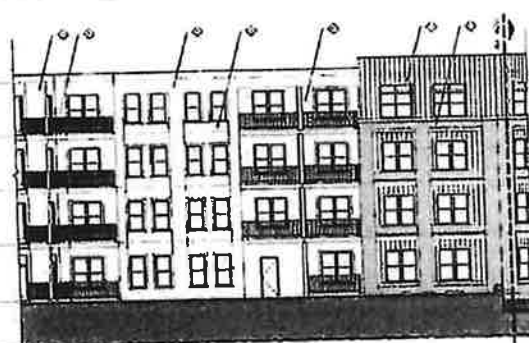
A204



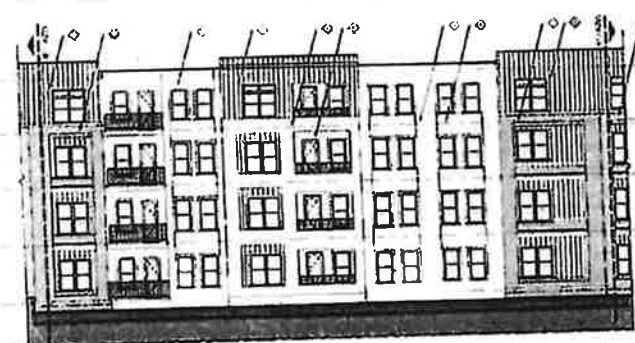
BUILDING C ELEVATION C1



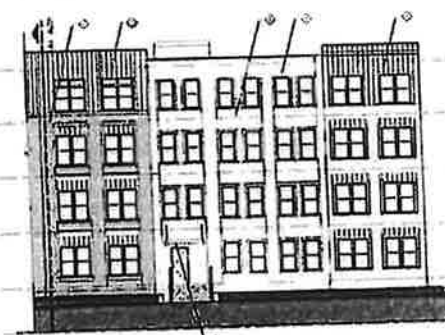
BUILDING D ELEVATION B4



BUILDING E ELEVATION B1



BUILDING F ELEVATION A3



BUILDING G ELEVATION A1

ELEVATION GENERAL NOTES

1. SEE GENERAL NOTES TO DRAWING SET.
2. ALL ELEVATIONS ARE TO FACE UNLESS NOTED OTHERWISE.
3. FINISHES ARE TO BE AS NOTED ON SPECIFICATIONS.
4. MATERIALS AND METHODS OF CONSTRUCTION ARE TO BE AS NOTED ON SPECIFICATIONS.
5. ALL WORK IS TO BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE BUILDING CODES AND STANDARDS.
6. THE ARCHITECT IS NOT RESPONSIBLE FOR THE ACCURACY OF THE INFORMATION CONTAINED HEREIN.
7. THE ARCHITECT IS NOT RESPONSIBLE FOR THE CONSTRUCTION OF THE PROJECT.
8. THE ARCHITECT IS NOT RESPONSIBLE FOR THE PERFORMANCE OF THE PROJECT.
9. THE ARCHITECT IS NOT RESPONSIBLE FOR THE MAINTENANCE OF THE PROJECT.
10. THE ARCHITECT IS NOT RESPONSIBLE FOR THE REPAIR OF THE PROJECT.

ELEVATION KEY NOTES

1. FINISHES ARE TO BE AS NOTED ON SPECIFICATIONS.
2. MATERIALS AND METHODS OF CONSTRUCTION ARE TO BE AS NOTED ON SPECIFICATIONS.
3. ALL WORK IS TO BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE BUILDING CODES AND STANDARDS.
4. THE ARCHITECT IS NOT RESPONSIBLE FOR THE ACCURACY OF THE INFORMATION CONTAINED HEREIN.
5. THE ARCHITECT IS NOT RESPONSIBLE FOR THE CONSTRUCTION OF THE PROJECT.
6. THE ARCHITECT IS NOT RESPONSIBLE FOR THE PERFORMANCE OF THE PROJECT.
7. THE ARCHITECT IS NOT RESPONSIBLE FOR THE MAINTENANCE OF THE PROJECT.
8. THE ARCHITECT IS NOT RESPONSIBLE FOR THE REPAIR OF THE PROJECT.

KEY PLAN



SALISBURY TOWN CENTER

SALISBURY TOWN CENTER

PROJECT: SALISBURY TOWN CENTER
 LOCATION: SALISBURY, MA
 DATE: 10/20/2011

EXTERIOR ELEVATIONS - BUILDING C

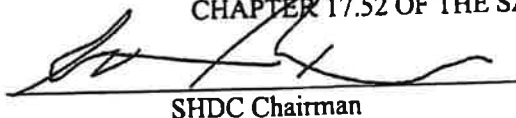
A205

Exhibit B

Salisbury Historic District Commission Certificate of Approval

Case # 23-08	Meeting Date: 5/24/2023	Address: Parking Lots 1, 11 & 15 - Downtown
Description of Work: New Construction - Massing, Layout and Materials		
Presenting Case: Agent – Michael Sullivan Developer – Brad Gillis		
Motion: Commissioner Brenden Frederick		Second: Commissioner Jane Messenger
Amendments to Proposal: N/A		
Decision: Approved with the following conditions: 1. The massing is approved as submitted. 2. The organizational layout is approved as submitted. 3. The materials are approved as submitted except the vinyl. The vinyl is addressed in condition 4. 4. The vinyl is subject to further review when the Commission reviews windows, doors, and other items related to the project. In the future application, the vinyl shall be smooth and not embossed with a wood grain, the horizontal runs shall be limited to prevent running vertical joints so it is continuous to a reveal or another material, the amount of vinyl relative to other materials shall not exceed the percentage submitted, and the product shall be of a commercial grade. 5. The parking garage materials were not reviewed by the Commission at this time. The parking garage shall require approval prior to construction. 6. Any conflicts of this decision with the Land Development Agreement shall require Commission approval addressing said conflicts.		

THIS DECISION WAS MADE IN ACCORDANCE TO PROVISIONS OF
CHAPTER 17.52 OF THE SALISBURY MUNICIPAL CODE.



SHDC Chairman

6/27/2023

Date


SHDC Secretary

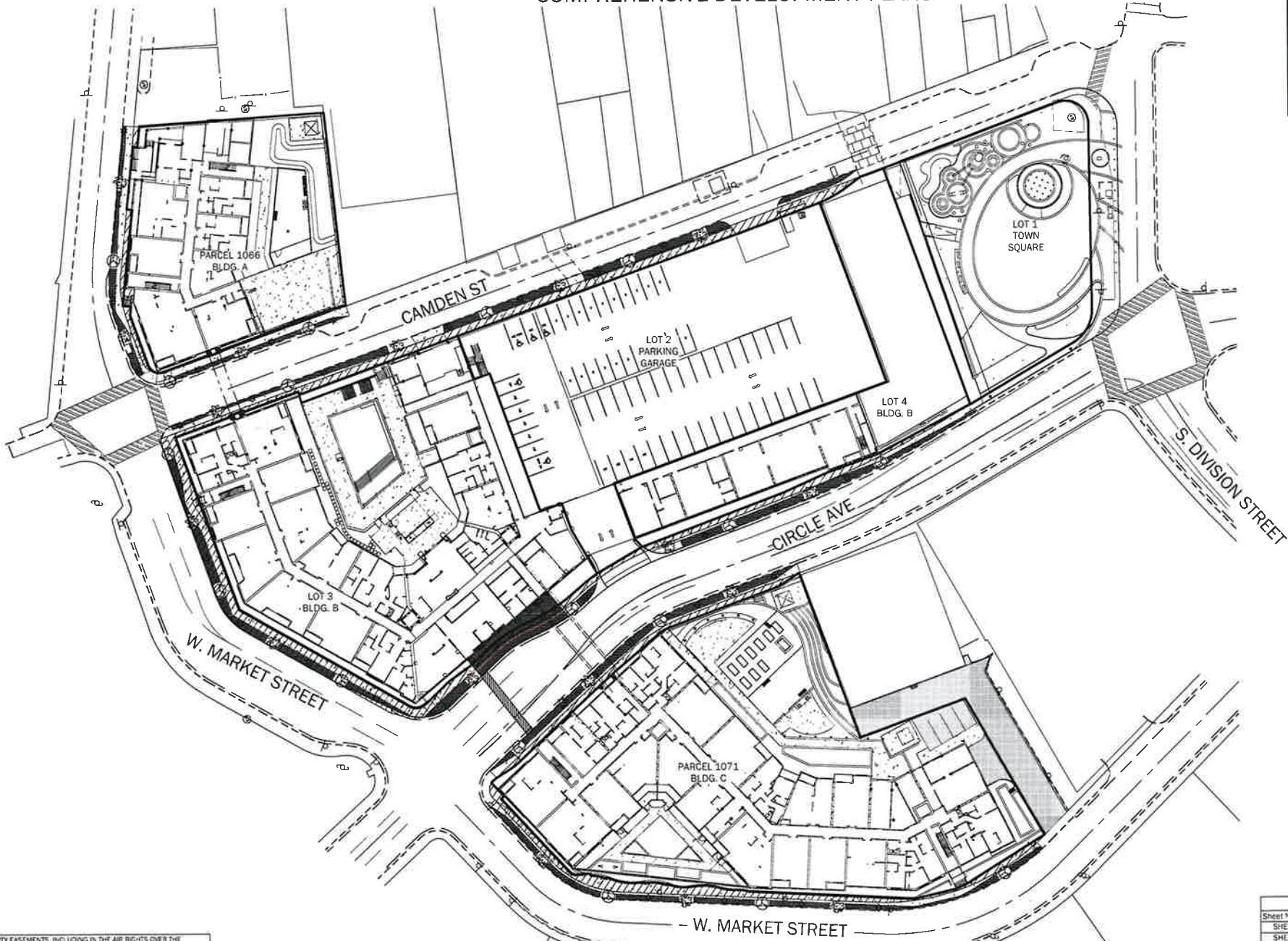
6/27/2023

Date

Every certificate of approval and any permit arising as a result thereof shall become invalid unless the work on the site authorized by such certificate of approval or permit is commenced within one year after its issuance, or if the work authorized by such certificate of approval or permit is suspended or abandoned for a period of one hundred eighty (180) days after the time the work is commenced. The commission is authorized to grant, in writing, one or more extensions of time, for periods not more than one hundred eighty (180) days each. The extension shall be requested in writing and justifiable cause demonstrated.

SALISBURY TOWN CENTER

SALISBURY, MD
COMPREHENSIVE DEVELOPMENT PLANS



LEGEND

- IRON ROD & CAP FOUND
- EXISTING SEWER MANHOLE
- EXISTING FIRE HYDRANT
- PROPOSED WATER METER
- PROPOSED INLET
- PROPOSED NYLOPLAST STRUCTURE
- PROPOSED STORM DRAIN MANHOLE
- PROPERTY LINE
- EXISTING CURB
- EXISTING EDGE OF PAVEMENT
- EXISTING SEWER MAIN
- EXISTING STORM DRAIN
- EXISTING WATER MAIN
- EXISTING GRADE
- PROPOSED WATER LINE
- PROPOSED SEWER LINE
- PROPOSED STORM DRAIN
- PROPOSED CURB
- PROPOSED CONCRETE SIDEWALK

GENERAL NOTES

- THE PROPERTY SHOWN HEREON SHALL BE ACQUIRED AND DEVELOPED BY:
SALISBURY TOWN CENTER APARTMENTS LLC
C/O T. KEVIN CARNEY
THOMAS BUILDERS INC
11526 PEBBLECREEK DRIVE, MD 21093
KCS@THOMASBUILDERSINC.COM
410-591-5337
- DEED REFERENCE B7/B/632, 583/172, 1023/644, 704/410, 1067/800
- TOTAL AREA OF PROPERTY - 3.70 ± ACRES
- THE PRESENT ZONING OF THIS PROPERTY IS: CENTRAL BUSINESS DISTRICT
- THIS PROPERTY IS LOCATED WITHIN G.P.S. MANAGEMENT ZONE A
- THE CURRENT WICOMICO COUNTY WATER/SEWER PLAN SERVICE CATEGORY W-1/51.
- ALL FUTURE CONSTRUCTION SHALL CONFORM TO THE CITY OF SALISBURY CODE IN EFFECT AT THE TIME OF CONSTRUCTION.
- THIS PROPERTY IS SHOWN ON F.I.R.M. COMMUNITY PANELS #2404500251E DATED 8/17/2015, LOCATED IN ZONE A, FLOODWAY AREA AND ZONE X, AREA OF MINIMAL FLOODING.
- THIS BOUNDARY SURVEY WAS PREPARED WITHOUT THE BENEFIT OF A TITLE REPORT AND IS SUBJECT TO ANY ENCUMBRANCES, RESTRICTIONS, EASEMENTS AND/OR RIGHTS-OF-WAY THAT MIGHT BE REVEALED BY A THOROUGH TITLE SEARCH.
- THIS PROJECT IS INTENDED TO BE SERVED BY PRIVATE SEWER, PUBLIC WATER, AND PRIVATE TRASH COLLECTION.
- THIS PROPERTY IS SHOWN ON CITY MAP 126.
- PROPERTY OWNERS SHALL BE RESPONSIBLE FOR ALL GRASS CUTTING WITHIN THE PUBLIC RIGHT OF WAY AND OR EASEMENTS ALONG THE FRONTAGE OF OR THROUGH THEIR PROPERTY. THE MAINTENANCE OF ALL LANDSCAPE MEDIAN OR ISLANDS LOCATED INSIDE OF CITY OF SALISBURY RIGHT-OF-WAY IS THE RESPONSIBILITY OF THE LOT OWNERS. THE MAINTENANCE OF ALL DRAINAGE FACILITIES LOCATED OUTSIDE THE CITY OF SALISBURY RIGHT-OF-WAY IS THE RESPONSIBILITY OF THE PROPERTY OWNERS.
- CITY OF SALISBURY UTILITY EASEMENTS SHALL BE RESERVED FOR FUTURE USE BY THE CITY AT NO COST TO THE CITY FOR CITY UTILITY INSTALLATION, SIDEWALKS, DRAINAGE OR OTHER SUCH PUBLIC USE, WHICH MAY BE DETERMINED BY THE DIRECTOR OF DEPARTMENT OF INFRASTRUCTURE AND DEVELOPMENT AND SHALL BE MAINTAINED BY THE INDIVIDUAL LOT OWNERS OR THE OWNER'S ASSOCIATION. NO STRUCTURAL IMPROVEMENTS, TREE OR SHRUB PLANTING OR THE PLACEMENT OF ANY LANDSCAPING OTHER THAN GRASS CAN BE MADE IN OR

- ON THE CITY OF SALISBURY UTILITY EASEMENTS, INCLUDING IN THE AIR RIGHTS OVER THE EASEMENTS, WITHOUT THE PRIOR WRITTEN CONSENT OF THE CITY OF SALISBURY.
- ALL NON-CITY UTILITIES, SUCH AS, BUT NOT LIMITED TO, ELECTRIC, TELEPHONE, GAS AND C.A.T.V., SHALL BE INSTALLED OUTSIDE THE CITY OF SALISBURY UTILITY EASEMENTS. PERPENDICULAR CROSSINGS WILL BE ALLOWED.
- IN THE EVENT THAT AN ERROR, OVERSIGHT, OR OMISSION BY PARKER & ASSOCIATES IS DISCOVERED OR SHOULD HAVE REASONABLY BEEN DISCOVERED DURING THE COURSE OF CONSTRUCTION, CLIENTS OR CONTRACTORS SHALL PROVIDE PARKER & ASSOCIATES AN IMMEDIATE NOTICE IN ORDER TO PROVIDE THE OPPORTUNITY TO IMPLEMENT AN ACCEPTABLE SOLUTION TO REMEDY OR MINIMIZE THE IMPACTS OF THE DISCOVERED ISSUE. IF IMMEDIATE NOTICE IS NOT PROVIDED BY CLIENT OR CONTRACTOR TO PARKER & ASSOCIATES, THE CLIENT OR CONTRACTOR SHALL RELIEVE PARKER & ASSOCIATES OF ANY LIABILITY THAT MAY ARISE FROM SAID ERROR, OVERSIGHT, OR OMISSION.
- PRIVATE IRRIGATION LINES SHALL NOT BE INSTALLED IN CITY RIGHT OF WAYS OR EASEMENTS WITHOUT WRITTEN APPROVAL OF SALISBURY DEPT. OF INFRASTRUCTURE AND DEVELOPMENT. TRACER WIRE TO BE ADDED ABOVE ALL FORCE MAIN PIPES.
- ALL PROPOSED GRADING AND CONSTRUCTION SHOWN ON THESE PLANS SHALL BE INTO EXISTING GRADES WITHIN THE LIMIT OF DISTURBANCE. IT IS THE CONTRACTOR'S RESPONSIBILITY TO VERIFY THAT THE PL GRADES, ELEVATIONS AND SLOPES MATCH EXISTING CONDITIONS AND ARE ACCEPTABLE. IF CONDITIONS DIFFER FROM THOSE SHOWN ON THE PLANS, CONTRACTOR SHALL NOTIFY ENGINEER IMMEDIATELY.
- PRIVATE UTILITY MAINS REQUIRE INSPECTION BY CITY PLUMBING INSPECTOR.
- WATER AND SEWER TAPS MUST BE DONE BY A CURRENTLY APPROVED CITY OF SALISBURY WATER AND SEWER CONTRACTOR.
- VERTICAL DATUM IS BASED ON NAVD83. HORIZONTAL DATUM IS BASED ON NAD83.
- CONTRACTOR IS TO VERIFY ALL ELEVATIONS LISTED ON THE PLAN WITH A MINIMUM OF THREE BENCHMARKS THAT ARE ON THIS PROJECT'S UTILIZED DATUM PRIOR TO COMMENCING ANY CONSTRUCTION. IF ANY LOCATIONS OR ELEVATIONS OF BENCHMARKS, EXISTING FACILITIES, OR STRUCTURES DIFFER FROM THAT SHOWN HERE ON, CONTRACTOR SHALL IMMEDIATELY NOTIFY ENGINEER AT 410-749-1023.
- THE CONTRACTOR SHALL IMMEDIATELY STOP WORK AND NOTIFY THE ENGINEER IF ANY DISCREPANCIES ARE DISCOVERED BETWEEN THE DRAWINGS AND EXISTING CONDITIONS, ERRORS OR OMISSIONS IN DRAWINGS OR LAYOUT SHALL BE TREATED AS A DISCREPANCY. ALL DISCREPANCIES SHALL BE RESOLVED PRIOR TO CONTINUATION OF WORK.

Sheet Number	Sheet Title
SHEET-1	TITLE SHEET
SHEET-2	OVERALL SITE PLAN RENDERING
SHEET-3	COMPREHENSIVE SITE PLAN
SHEET-4	W. MARKET STREETSCAPE
SHEET-5	W. MARKET STREETSCAPE
SHEET-6	CAMDEN AVE STREETSCAPE
SHEET-7	CIRCLE AVE STREETSCAPE
SHEET-8	ELEVATIONS
SHEET-9	ELEVATIONS
SHEET-10	ELEVATIONS
SHEET-11	PROJECT RENDERINGS
SHEET-12	PROJECT RENDERINGS
SHEET-13	DETAILS
SHEET-14	DETAILS

LAND USE SUMMARY	
LIMIT OF DISTURBANCE:	4.18 ACRES
EXISTING SITE IMPERVIOUS:	3.94 ACRES
PROPOSED SITE IMPERVIOUS:	3.59 ACRES

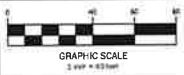
PROFESSIONAL CERTIFICATION
I HEREBY CERTIFY THAT THESE DOCUMENTS WERE PREPARED BY APPROVED BY ME, AND THAT I AM A DULY LICENSED CIVIL ENGINEER UNDER THE LAWS OF THE STATE OF MARYLAND, LICENSE NO. 21739, EXPIRATION DATE: JULY 24, 2024 AND A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MARYLAND, LICENSE NO. 21193, EXPIRATION DATE: JANUARY 25, 2024.

BROCK L. PARKER, P.E., R.L.S.
528 RIVERSIDE DRIVE
SALISBURY, MARYLAND 21801
PHONE: (410) 749-1023 FAX: (410) 749-1012
EMAIL: BROCK@PARKERANDASSOCIATES.ORG

DATE: _____



SHEET-1



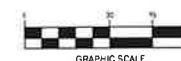
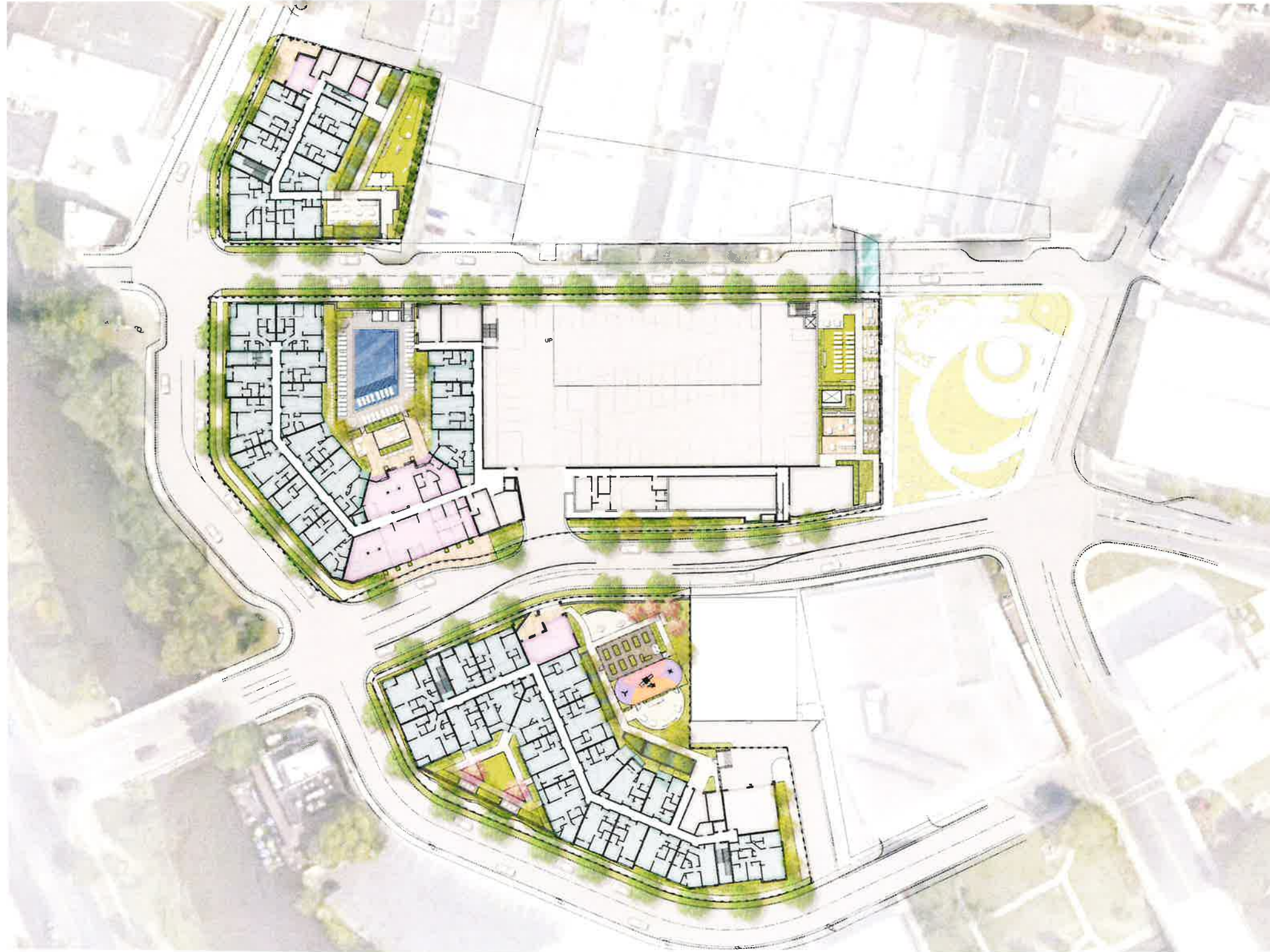
REVISIONS	DATE	BY	DESCRIPTION

TITLE SHEET
TOWN CENTER

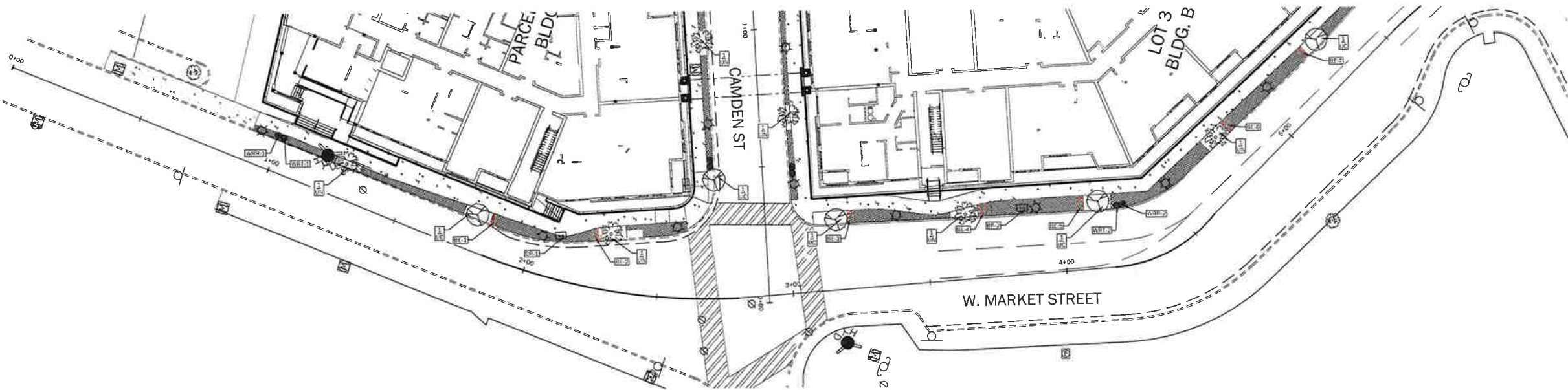
Route 1066, CAMDEN STREET
SALISBURY TOWN CENTER
CITY OF SALISBURY, WICOMICO COUNTY, MD

Scale: 1" = 40'
Date: 9/22/2022
Drawn: NAV
Sheet: 1066, 1071, 1074, 1079





SHEET-2
OVERALL SITE PLAN RENDERING



AMENITIES PLAN
SCALE: 1"=20'

BENCH SCHEDULE		
BENCH NO.	STATION	OFFSET
BE-1	1+83.46	13.76L
BE-2	2+23.77	19.44L
BE-3	3+23.05	26.64L
BE-4	3+70.92	25.36L
BE-5	4+08.60	24.61L
BE-6	4+86.58	29.15L
BE-7	5+24.42	18.19L

BIKE RACK SCHEDULE		
BIKE RACK NO.	STATION	OFFSET
BR-1	2+10.02	15.94L
BR-2	3+85.51	24.25L

AMENITIES SCHEDULE			
AMENITY NO.	DESCRIPTION	STATION	OFFSET
WRR-1	RECYCLE RECEPTACLE	0+98.82	13.05L
WRT-1	TRASH RECEPTACLE	1+01.02	12.96L
WRT-2	TRASH RECEPTACLE	4+21.29	22.41L
WRR-2	RECYCLE RECEPTACLE	4+25.62	22.44L

LEGEND

VICTOR STANLEY EVA BENCH
48" LENGTH (BE)

BIKE RACK (BR)

RECYCLE RECEPTACLE (WRR)

TRASH RECEPTACLE (WRT)

JULMUS X 'NEW HORIZON' / NEW HORIZON ELM (UN)

JULMUS X 'NEW FRONTIER' / AMERICAN ELM (UC)

SHEET 4

REVISIONS	DATE	BY	APP.

W. MARKET STREET
TOWN CENTER

Road Name: CAMDEN STREET
Project Name: W. MARKET STREET TOWN CENTER
City of Salisbury, Wicomico County, MD

Scale: 1" = 20'

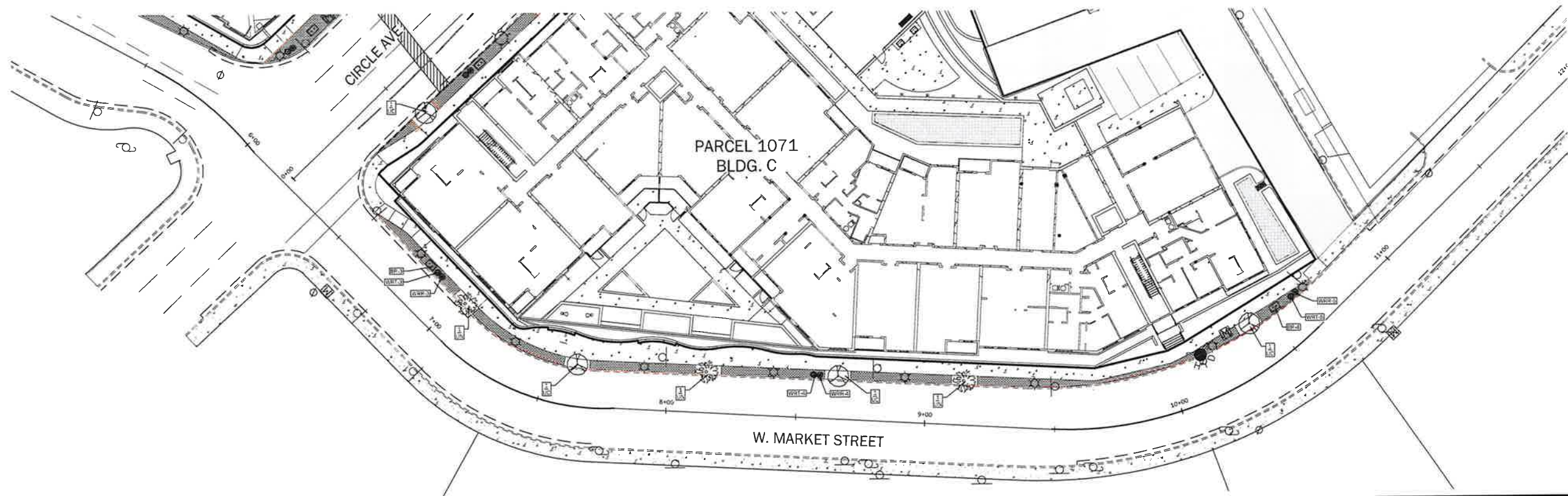
Date: 9/22/2022

Drawn: MAV

Project: 1066-1071-1074-1079

CITY ENGINEERING & PLANNING

Jan 08, 2023 10:43am



BIKE RACK SCHEDULE		
BIKE RACK NO.	STATION	OFFSET
BR-3	6+87.96	17.80L
BR-4	10+54.56	17.36L

AMENITIES PLAN
SCALE: 1"=20'

AMENITIES SCHEDULE			
AMENITY NO.	DESCRIPTION	STATION	OFFSET
WRT-3	TRASH RECEPTACLE	6+86.90	17.71L
WRR-3	RECYCLE RECEPTACLE	6+89.30	17.73L
WRT-4	TRASH RECEPTACLE	8+56.16	16.63L
WRR-4	RECYCLE RECEPTACLE	8+58.56	16.66L
WRT-5	TRASH RECEPTACLE	10+63.11	16.17L
WRR-5	RECYCLE RECEPTACLE	10+65.51	16.01L

LEGEND

-VICTOR STANLEY EVA BENCH
48" LENGTH (BE)

-BIKE RACK (BR)

-RECYCLE RECEPTACLE (WRR)

-TRASH RECEPTACLE (WRT)

-ULMUS X 'NEW HORIZON' / NEW HORIZON ELM (UN)

-ULMUS X 'NEW FRONTIER' / AMERICAN ELM (UC)

SHEET-5

GRAPHIC SCALE
1"=20'

REVISIONS	DATE	DESCRIPTION

1065, 1071, 1074-1079

W. MARKET 2

W. MARKET-STREETSCAPE
TOWN CENTER

Road Name: CAMDEN STREET
For: SALISBURY TOWN CENTER
CITY OF SALISBURY, WESMOR COUNTY, MD

DATE: 9/22/2022
BY: [Signature]
SCALE: 1"=20'
DRAWN: [Signature]

DATE: 9/22/2022
BY: [Signature]
SCALE: 1"=20'
DRAWN: [Signature]

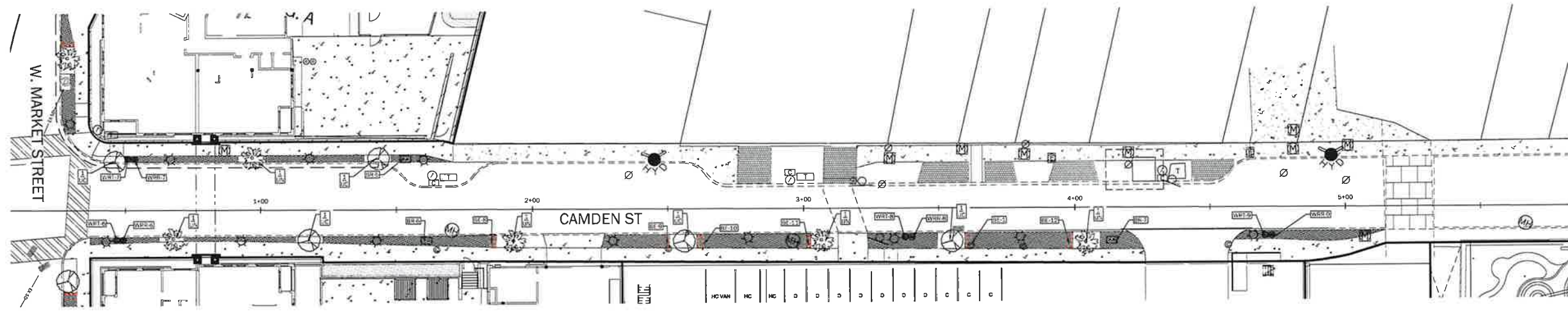
DATE: 9/22/2022
BY: [Signature]
SCALE: 1"=20'
DRAWN: [Signature]

PARKER
ASSOCIATES

CIVIL ENGINEERING

PLANNING

Jun 08, 2023 10:43am



AMENITIES PLAN
SCALE: 1"=20'

BENCH SCHEDULE		
BENCH NO.	STATION	OFFSET
BE-8	1+85.76	12.32R
BE-9	2+49.13	12.08R
BE-10	2+61.83	12.08R
BE-11	3+01.39	11.91R
BE-12	3+97.66	12.59R

BIKE RACK SCHEDULE		
BIKE RACK NO.	STATION	OFFSET
BR-5	1+53.36	18.59L
BR-6	1+61.18	11.31R
BR-7	4+13.69	12.20R

AMENITIES SCHEDULE			
AMENITY NO.	DESCRIPTION	STATION	OFFSET
WRT-6	TRASH RECEPTACLE	0+46.90	11.01R
WRR-6	RECYCLE RECEPTACLE	0+49.30	11.08R
WRT-7	TRASH RECEPTACLE	0+51.12	18.94L
WRR-7	RECYCLE RECEPTACLE	0+53.52	18.87L
WRT-8	TRASH RECEPTACLE	3+37.64	10.64R
WRR-8	RECYCLE RECEPTACLE	3+40.04	10.71R
WRT-9	TRASH RECEPTACLE	4+70.33	10.36R
WRR-9	RECYCLE RECEPTACLE	4+72.73	10.42R

LEGEND

-VICTOR STANLEY EVA BENCH
48" LENGTH (BE)

-BIKE RACK (BR)

-RECYCLE RECEPTACLE (WRR)

-TRASH RECEPTACLE (WRT)

-JULMUS X 'NEW HORIZON' / NEW HORIZON ELM (UN)

-JULMUS X 'NEW FRONTIER' / AMERICAN ELM (UC)

SHEET-6

REVISIONS	DATE	BY	APP

CAMDEN AVE-STREETSCAPE
TOWN CENTER

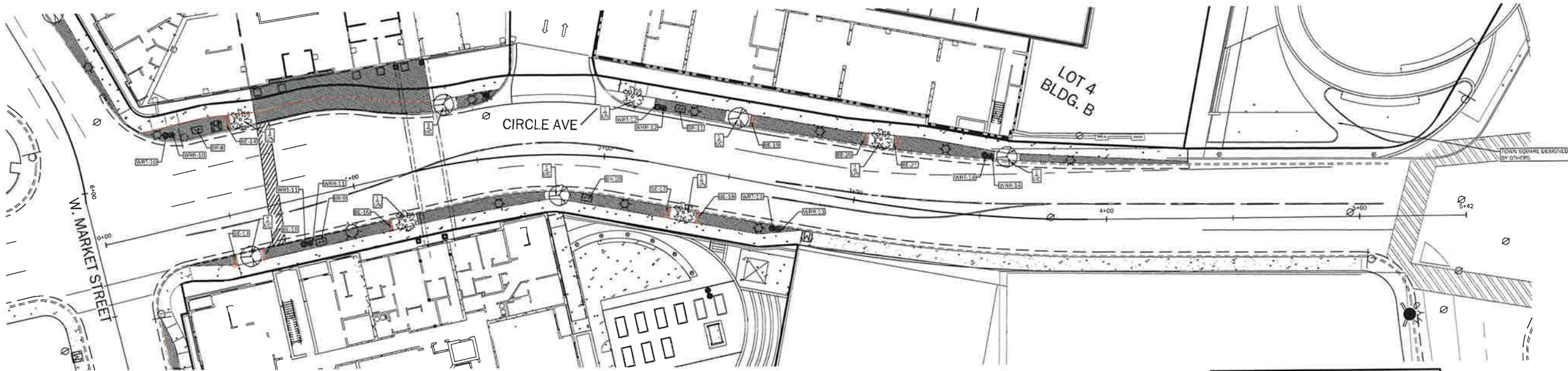
Project Name: CAMDEN STREET
TOWN CENTER
CITY OF SALISBURY, WICOMICO COUNTY, MD

Scale: 1" = 20'

Drawn: 9/22/2022
Checked: 9/22/2022
Title: CAMDEN AVE-STREETSCAPE TOWN CENTER

DAVID C. PARKER
PARKER & ASSOCIATES
CIVIL ENGINEERING
1000 E. 10th Street, Salisbury, MD 21801
Tel: 410-721-1000
Fax: 410-721-1001
Email: info@parkerandassociates.com

June 08, 2023 10:44am



BENCH SCHEDULE		
BENCH NO.	STATION	OFFSET
BE-13	0+47.86	17.86R
BE-14	0+57.31	35.80L
BE-15	0+60.10	17.85R
BE-16	1+10.38	18.55R
BE-17	2+28.68	18.07R
BE-18	2+41.00	18.17R
BE-19	2+55.42	23.48L
BE-20	3+00.34	24.44L
BE-21	3+13.71	24.93L

BIKE RACK SCHEDULE		
BIKE RACK NO.	STATION	OFFSET
BR-9	0+45.22	36.14L
BR-9	0+82.46	18.26R
BR-10	1+94.03	18.89R
BR-11	2+26.07	22.80L

AMENITIES PLAN
SCALE: 1"=20'

AMENITIES SCHEDULE			
AMENITY NO.	DESCRIPTION	STATION	OFFSET
WRT-10	TRASH RECEPTACLE	0+32.57	36.73L
WRR-10	RECYCLE RECEPTACLE	0+34.95	36.43L
WRT-11	TRASH RECEPTACLE	0+75.66	17.75R
WRR-11	RECYCLE RECEPTACLE	0+78.05	17.84R
WRT-12	TRASH RECEPTACLE	2+17.36	21.98L
WRR-12	RECYCLE RECEPTACLE	2+19.49	21.85L
WRT-13	TRASH RECEPTACLE	2+70.44	17.00R
WRR-13	RECYCLE RECEPTACLE	2+72.84	17.06R
WRT-14	TRASH RECEPTACLE	3+50.13	23.87L
WRR-14	RECYCLE RECEPTACLE	3+53.62	23.55L

LEGEND

- VICTOR STANLEY EVA BENCH
48" LENGTH (BE)
- BIKE RACK (BR)
- RECYCLE RECEPTACLE (WRR)
- TRASH RECEPTACLE (WRT)
- JILMUS X 'NEW HORIZON' / NEW HORIZON ELM (UN)
- JILMUS X 'NEW FRONTIER' / AMERICAN ELM (UC)



SHEET-7



REV.	DATE	BY	CHKD.	DESCRIPTION
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

CIRCLE AVE

**CIRCLE AVE-STREETSCAPE
TOWN CENTER**

Project Name: CAMDEN STREET
TOWN CENTER
CITY OF SALESBURY, WISCONSIN COUNTY, MD

Scale: 1" = 20'

Date: 9/22/2022

Drawn: [Signature]

Checked: [Signature]

Approved: [Signature]

Project No: 1066, 1071, 1074, 1079



PREPARED BY: PARKER & ASSOCIATES
DATE: 09/22/2022



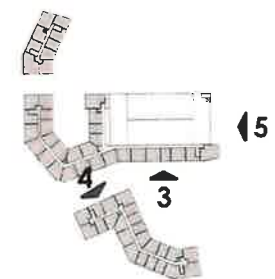
BUILDING B - EAST ELEVATION
1/32" = 1'-0"



RETAIL ELEVATION
1/32" = 1'-0"



BUILDING C - NORTH ELEVATION
1/32" = 1'-0"



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SALISBURY TOWN CENTER

SALISBURY, MARYLAND

ELEVATIONS

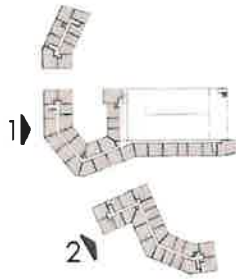
24 MAY 2023



BUILDING A & B - SOUTH ELEVATION
 1/32" = 1'-0"



BUILDING C - SOUTH ELEVATION
 1/32" = 1'-0"



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SALISBURY TOWN CENTER SALISBURY, MARYLAND

ELEVATIONS 24 MAY 2023



GARAGE WEST ELEVATION
1/32" = 1'-0"



BUILDING B ELEVATION
1/32" = 1'-0"



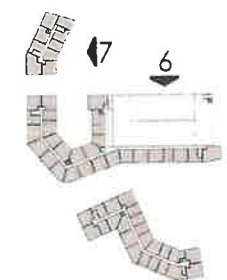
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SALISBURY TOWN CENTER

SALISBURY, MARYLAND

ELEVATIONS

24 MAY 2023





SALISBURY TOWN CENTER
SALISBURY, MARYLAND

W. MARKET STREET
24 MAY 2023



SALISBURY TOWN CENTER
SALISBURY, MARYLAND

POOL AMENITY
24 MAY 2023



SALISBURY TOWN CENTER
SALISBURY, MARYLAND

CIRCLE AVE. AT RETAIL
24 MAY 2023



SALISBURY TOWN CENTER
SALISBURY, MARYLAND

W. MARKET STREET AT CIRCLE AVE.
24 MAY 2023



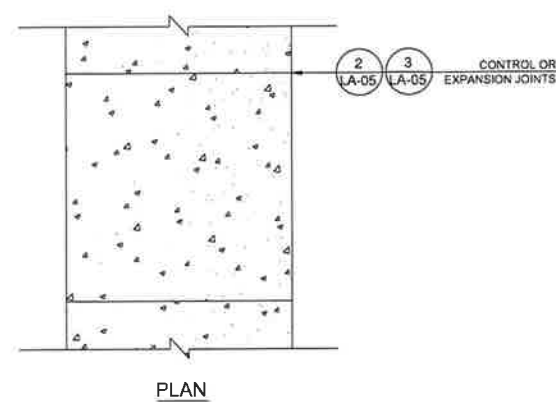
SALISBURY TOWN CENTER
SALISBURY, MARYLAND

BUILDING B ENTRY
24 MAY 2023



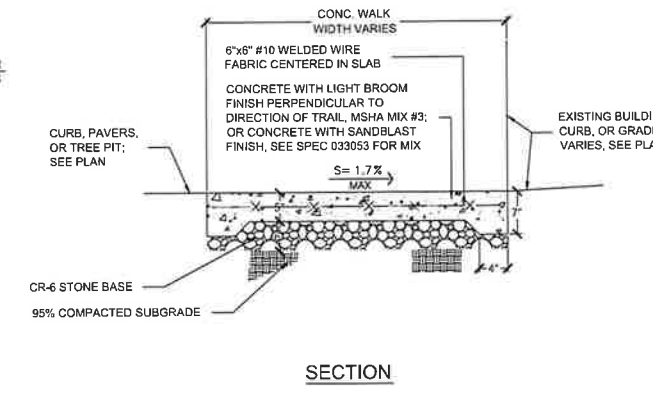
SALISBURY TOWN CENTER
SALISBURY, MARYLAND

BUILDING B ENTRY
24 MAY 2023



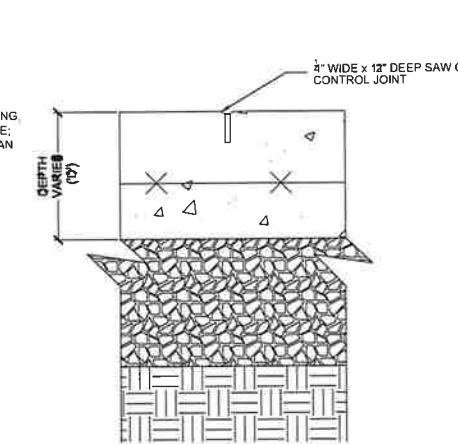
NOTES:
1. ALL CONCRETE WALKS SHALL HAVE A MAXIMUM CROSS SLOPE OF 1.7%.
2. SEE DETAIL OF CONTROL AND EXPANSION JOINTS FOR ADDITIONAL INFORMATION

1 PEDESTRIAN GRADE CONCRETE PAVING
1" = 1'-0"

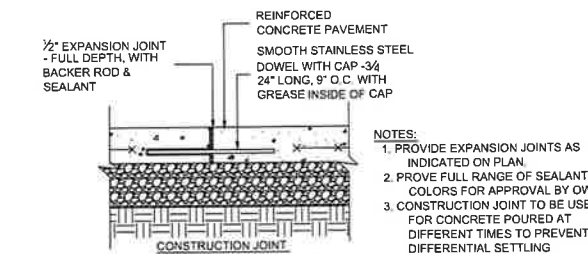
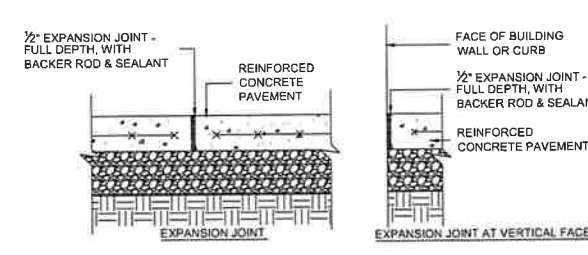


NOTES:
1. ALL CONCRETE WALKS SHALL HAVE A MAXIMUM CROSS SLOPE OF 1.7%.
2. SEE DETAIL OF CONTROL AND EXPANSION JOINTS FOR ADDITIONAL INFORMATION

2 CONTROL AND SCORE JOINTS (CJ)
3" = 1'-0"

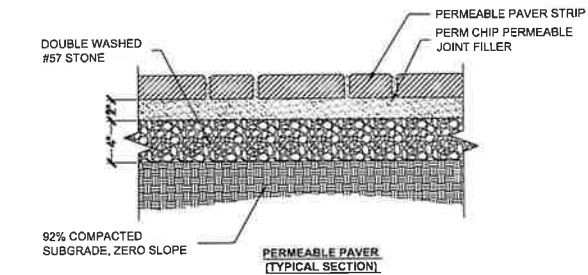
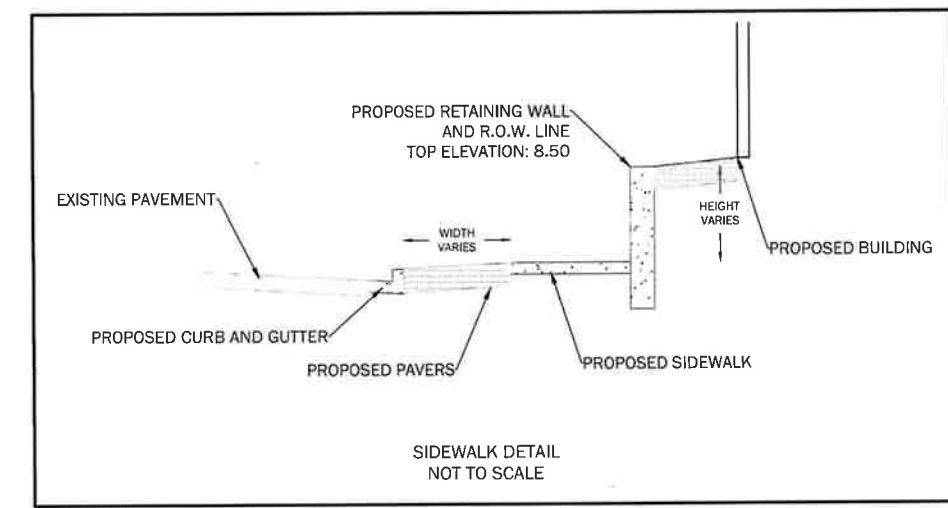


NOTES:
1. LOCATE CJS 5'-8" APART.
2. CHASE WITH A 45 DEGREE GRINDER AFTER THE SAW CUT AS SPECIFIED.



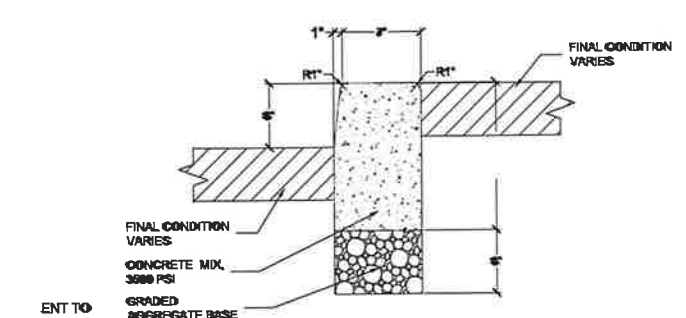
NOTES:
1. PROVIDE EXPANSION JOINTS AS INDICATED ON PLAN.
2. PROVE FULL RANGE OF SEALANT COLORS FOR APPROVAL BY OWNER.
3. CONSTRUCTION JOINT TO BE USED FOR CONCRETE POURED AT DIFFERENT TIMES TO PREVENT DIFFERENTIAL SETTLING.

3 EXPANSION JOINTS (EJ)
1" = 1'-0"



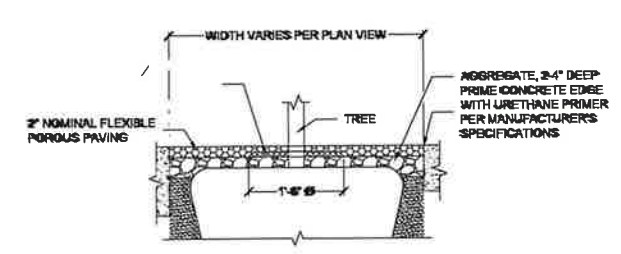
NOTES:
1. PAVES TO BE STORMPAVE ENGLISH EDGE CLAY PERMEABLE PAVEMENT SYSTEM FROM PINE HALL BRICK.
2. PREFERRED COLORS: RED FULL RANGE (CONTRACTOR TO PROVIDE MOCK UP PANEL TO CONSTRUCTION MANAGER FOR APPROVAL BEFORE INSTALLATION).
3. PAVES PATTERN: HERRINGBONE.
4. CONTRACTOR TO INSTALL PAVES PER MANUFACTURER'S SPECIFICATIONS.
5. JOINT FILLER: SEKISUREBOND PERM CHIP.
6. FULL RANGE OF SEKISUREBOND COLORS FOR PERM CHIP PERMEABLE JOINT FILLER TO BE PROVIDED TO CONSTRUCTION MANAGER FOR APPROVAL BEFORE PURCHASE OR INSTALLATION.

4 PERMEABLE PAVER
1 1/2" = 1'-0"



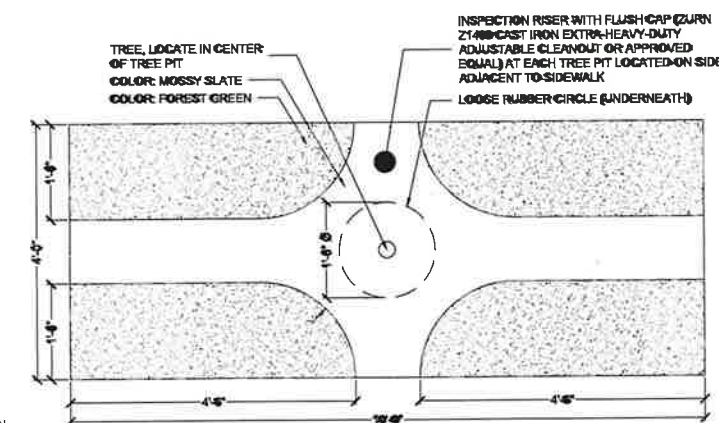
NOTES:
1. WHENEVER A TRANSITION IS REQUIRED BETWEEN CURB SECTIONS, USE A 3' TRANSITION DISTANCE UNLESS OTHERWISE SHOWN ON THE GRADING PLAN.
2. CONSTRUCT EXPANSION JOINTS AT 10' INTERVALS (5' MIN.) AT BEGINNING AND END OF ALL CURVE POINTS AT STRUCTURES AND AT MIDPOINT OF ALL CURB RETURNS, MAX. & MIN. DISTANCES SHALL BE 13' & 6' RESPECTIVELY. USE 1/2" PRE-FORMED EXPANSION JOINT FILLER, NON EXTRUDING, MANUFACTURE FULL LINE OF COLORS.
3. REFER TO CITY OF SALISBURY DPW SPECIFICATIONS FOR MATERIALS, METHODS OF CONSTRUCTION, EXPANSION JOINT LOCATIONS, AND BREAKER BOND LOCATIONS.

5 HEADER CURB
1 1/2" = 1'-0"



NOTES:
1. INSTALL PER MANUFACTURER'S SPECIFICATIONS.
2. PROVIDE BEVELED EDGING, PER MANUFACTURER'S SPECIFICATIONS WHEN FLEXI-PAVE ABUTS GRASS AREAS.
3. CONTRACTOR TO PROVIDE A SAMPLE PANEL OF THE PATTERN FOR APPROVAL BY CONSTRUCTION MANAGER.
4. CONTRACTOR TO PROVIDE THE FULL RANGE OF COLOR SAMPLES TO THE CONSTRUCTION MANAGER.

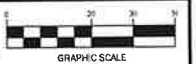
6 FLEXIPAVE TREE SURROUND
3/4" = 1'-0"



3210-22



SHEET-13



REVISIONS		DETAILS	
NO.	DATE	BY	CHK

DETAILS

TOWN CENTER

ROSE NANCY CAMDEN STREET
SALISBURY TOWN CENTER
CITY OF SALISBURY, WICOMICO COUNTY, MD

DATE: 9/22/2022
DRAWN: MAM
CHECKED: 1074-1079
PROJECT: 1056, 1071, 1074-1079

SCALE: 1" = 20'

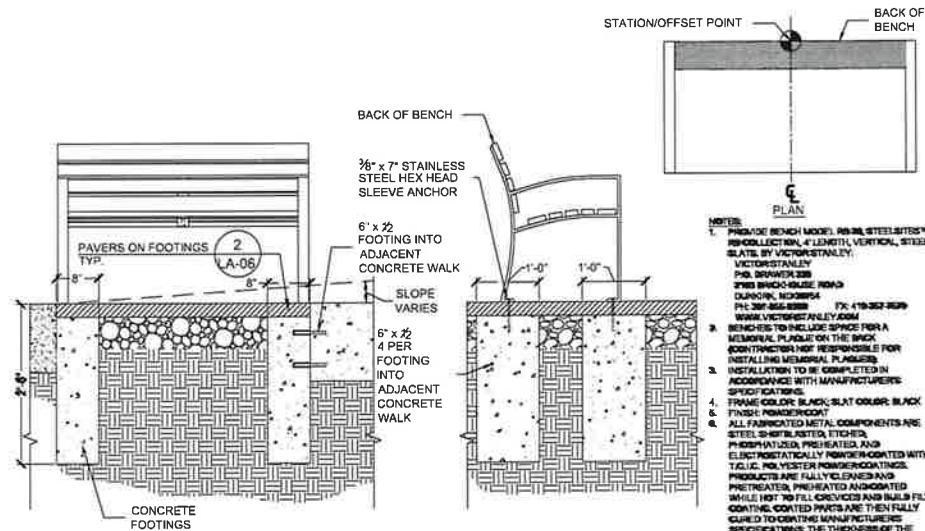
DATE: 9/22/2022
DRAWN: MAM
CHECKED: 1074-1079
PROJECT: 1056, 1071, 1074-1079



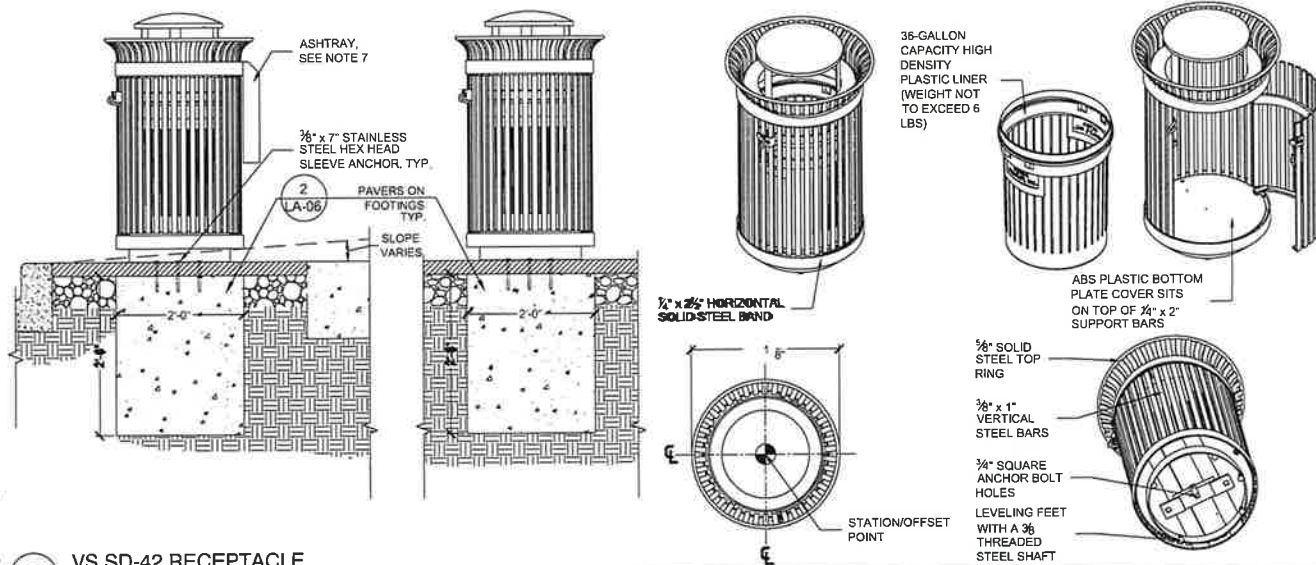
PARKER & ASSOCIATES

ENGINEERS

DATE: 9/22/2022
DRAWN: MAM
CHECKED: 1074-1079
PROJECT: 1056, 1071, 1074-1079



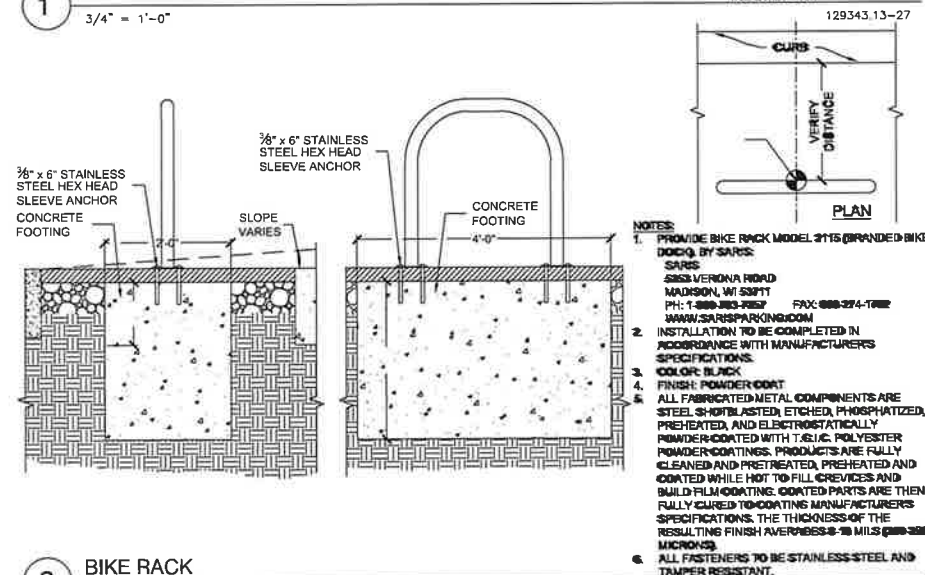
1 VS RB-28 BENCH
3/4" = 1'-0"



2 VS SD-42 RECEPTACLE
3/4" = 1'-0"

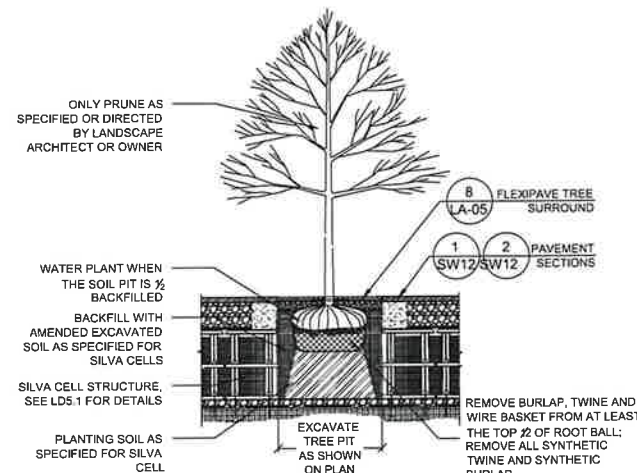
NOTES:
1. PROVIDE TRASH RECEPTACLE MODEL SD-42 (MINIMUM 35-GALLON CAPACITY) WITH ROUND BASKET LIDS (48\"/>

129323-19



3 BIKE RACK
3/4" = 1'-0"

129313-14



4 DECIDUOUS TREE PLANTING IN TREE PIT DETAIL
NOT TO SCALE

329343-26



SHEET-14



NO.	DESCRIPTION	DATE
1	REVISION	
2	DETAILS (2)	

DETAILS TOWN CENTER	ROAD NAME: CAMDEN STREET FOR SALISBURY TOWN CENTER CITY OF SALISBURY, WISCONSIN COUNTY, MD	DATE: 8/22/2022	BY: MAM	PROJECT: 10665, 1071, 1074, 1079
	SCALE: 1" = 20'	DATE: 8/22/2022	BY: MAM	PROJECT: 10665, 1071, 1074, 1079
	DATE: 8/22/2022	BY: MAM	PROJECT: 10665, 1071, 1074, 1079	
	DATE: 8/22/2022	BY: MAM	PROJECT: 10665, 1071, 1074, 1079	

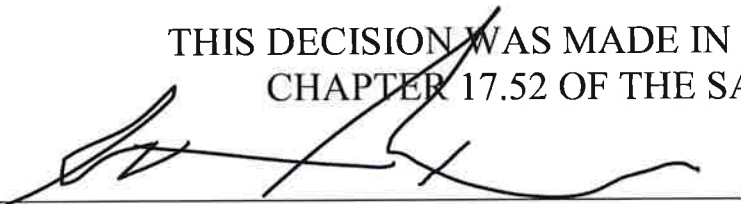


JUN 08, 2023 10:46am

Salisbury Historic District Commission
Certificate of Approval

Case # 23-08	Meeting Date: 5/24/2023	Address: Parking Lots 1, 11 & 15 - Downtown
Description of Work: New Construction - Massing, Layout and Materials		
Presenting Case: Agent – Michael Sullivan Developer – Brad Gillis		
Motion: Commissioner Brenden Frederick		Second: Commissioner Jane Messenger
Amendments to Proposal: N/A		
Decision: Approved with the following conditions: 1. The massing is approved as submitted. 2. The organizational layout is approved as submitted. 3. The materials are approved as submitted except the vinyl. The vinyl is addressed in condition 4. 4. The vinyl is subject to further review when the Commission reviews windows, doors, and other items related to the project. In the future application, the vinyl shall be smooth and not embossed with a wood grain, the horizontal runs shall be limited to prevent running vertical joints so it is continuous to a reveal or another material, the amount of vinyl relative to other materials shall not exceed the percentage submitted, and the product shall be of a commercial grade. 5. The parking garage materials were not reviewed by the Commission at this time. The parking garage shall require approval prior to construction. 6. Any conflicts of this decision with the Land Development Agreement shall require Commission approval addressing said conflicts.		

THIS DECISION WAS MADE IN ACCORDANCE TO PROVISIONS OF
CHAPTER 17.52 OF THE SALISBURY MUNICIPAL CODE.


SHDC Chairman

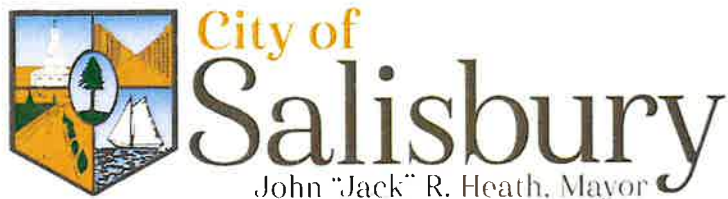
6/27/2023
Date


SHDC Secretary

6/27/2023
Date

Every certificate of approval and any permit arising as a result thereof shall become invalid unless the work on the site authorized by such certificate of approval or permit is commenced within one year after its issuance, or if the work authorized by such certificate of approval or permit is suspended or abandoned for a period of one hundred eighty (180) days after the time the work is commenced. The commission is authorized to grant, in writing, one or more extensions of time, for periods not more than one hundred eighty (180) days each. The extension shall be requested in writing and justifiable cause demonstrated.

ATTACHMENT 3



July 21, 2023

Brock Parker, PE, RLS, QP
Parker & Associates, Inc.
528 Riverside Dr.
Salisbury, MD 21801

**RE: CASE # 22-033 – PRELIMINARY CERTIFICATE OF DESIGN AND SITE PLAN APPROVAL – Salisbury
Town Center – Central Business District – Tax Map: 0107, Grids: 0014 and
0020, Parcels: 1066, 1071 and 1074, 1075, 1076, 1077, 1078, 1079**

Dear Mr. Parker,

The Salisbury Planning Commission, at its July 20, 2023, meeting, **APPROVED** the Preliminary Certificate of Design and Site Plan for the proposed Salisbury Town Center development at the referenced property as submitted, subject to the following Conditions of Approval:

CONDITIONS:

1. Obtain a Special Exception for a density increase from the Board of Appeals prior to Final Certificate of Design and Site Plan Approval;
2. Obtain all necessary approvals from the Historic District Commission;
3. Provide a Traffic Impact Study;
4. Exterior signage shall be subject to Planning Commission review and approval and;
5. The project is subject to further review and approval by the City Department of Infrastructure and Development, City Fire Marshal, the Wicomico County Board of Education, and other applicable agencies.

If you have any questions or concerns regarding this matter, please call our office at 410-548-3130.

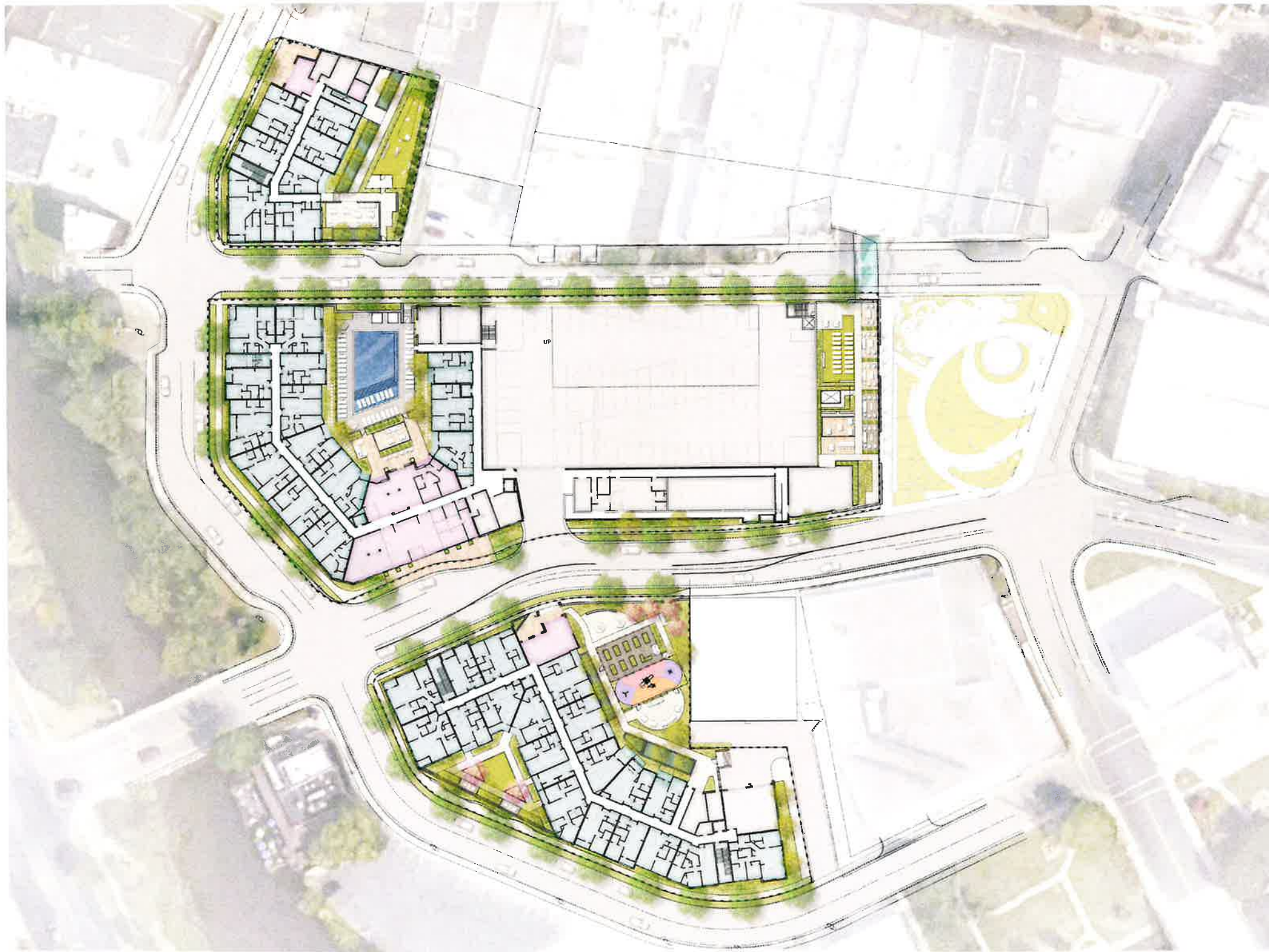
Sincerely,

Brian Soper
City Planner

Exhibit E

VICINITY MAP SCALE: 1"=2000'

[illegible]

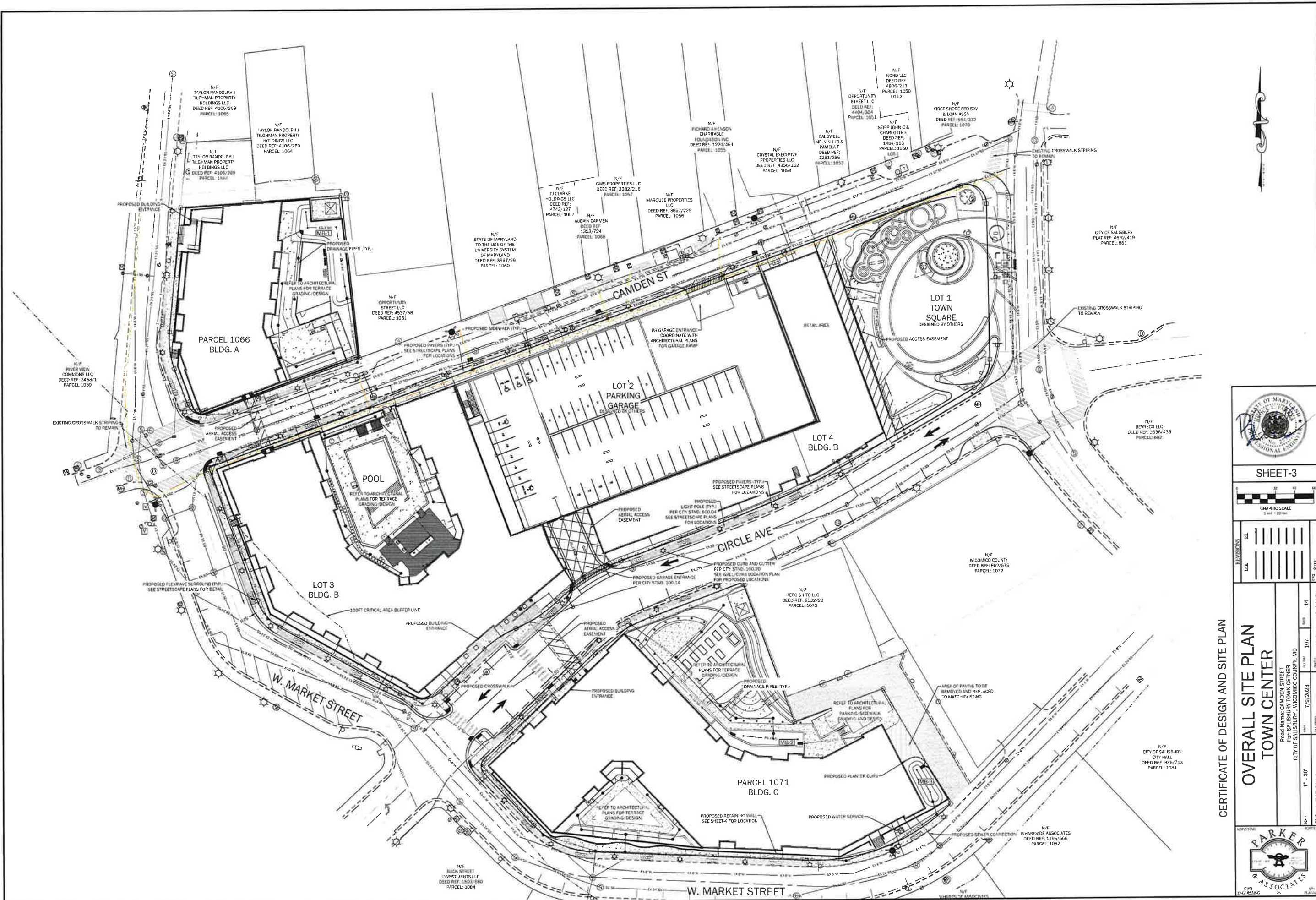


CERTIFICATE OF DESIGN AND SITE PLAN



SHEET-2

OVERALL SITE PLAN RENDERING



SHEET-3



REVISIONS	DATE	BY	CHKD	APP'D	DESCRIPTION

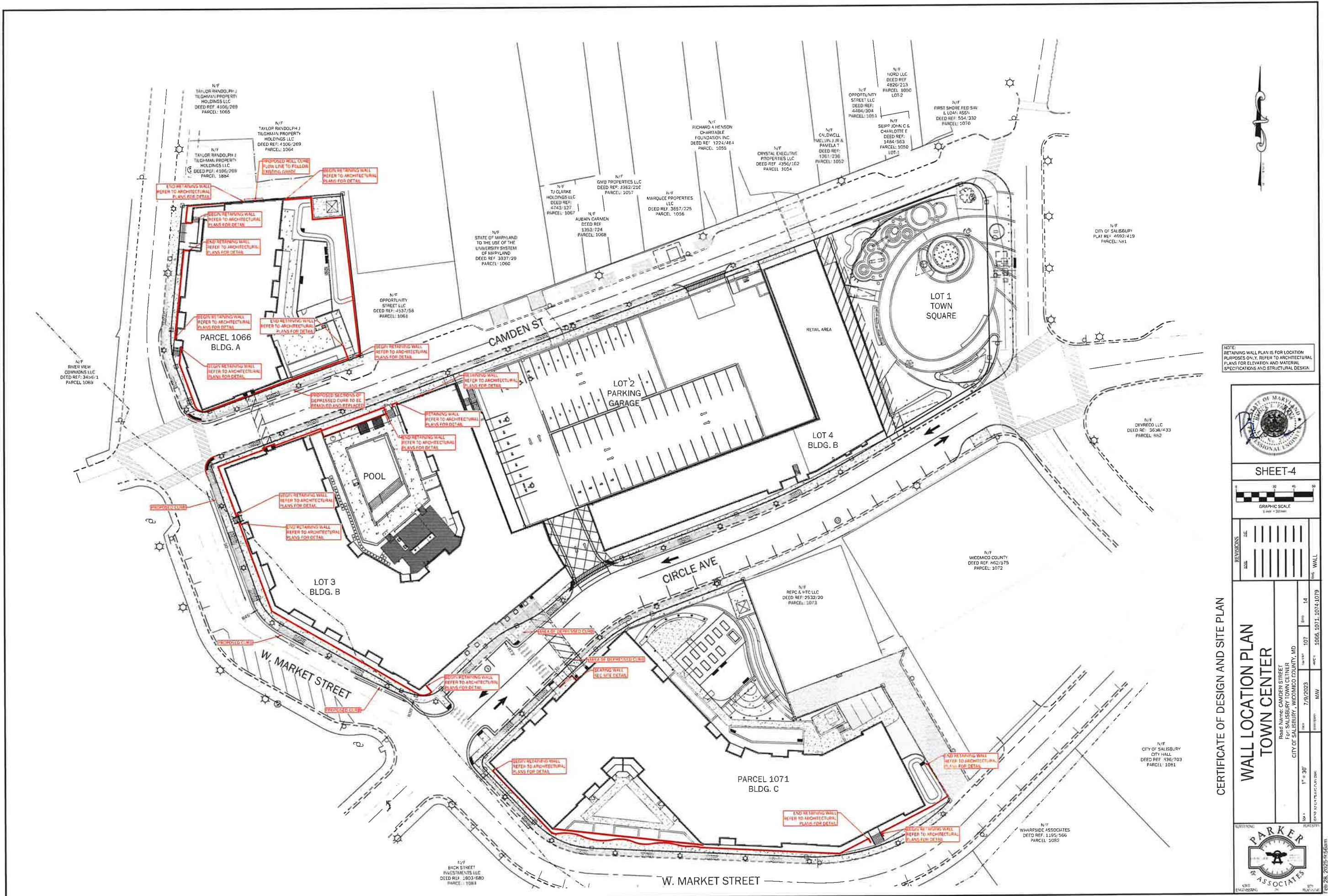
CERTIFICATE OF DESIGN AND SITE PLAN

OVERALL SITE PLAN TOWN CENTER

ROAD NAME: CAMDEN STREET
 CITY: SALISBURY, WICOMICO COUNTY, MD
 DATE: 7/9/2023
 SCALE: 1" = 30'



07/24/2023 09:55am



NOTE:
RETAINING WALL PLAN IS FOR LOCATION
PURPOSES ONLY. REFER TO ARCHITECTURAL
PLANS FOR ELEVATION AND MATERIAL
SPECIFICATIONS AND STRUCTURAL DESIGN.



SHEET-4



REVISIONS		DATE	BY	APP'D

CERTIFICATE OF DESIGN AND SITE PLAN

WALL LOCATION PLAN
TOWN CENTER

Project Name: CAMDEN STREET For: SALISBURY TOWN CENTER CITY OF SALISBURY, WICOMICO COUNTY, MD		DATE	7/9/2023	SCALE	1" = 30'
DESIGNED BY	MAV	CHECKED BY	MAV	DATE	10/66, 1071, 1074-1079
PROJECT NO.	1066	PROJECT NAME	1066, 1071, 1074-1079	DATE	10/66, 1071, 1074-1079

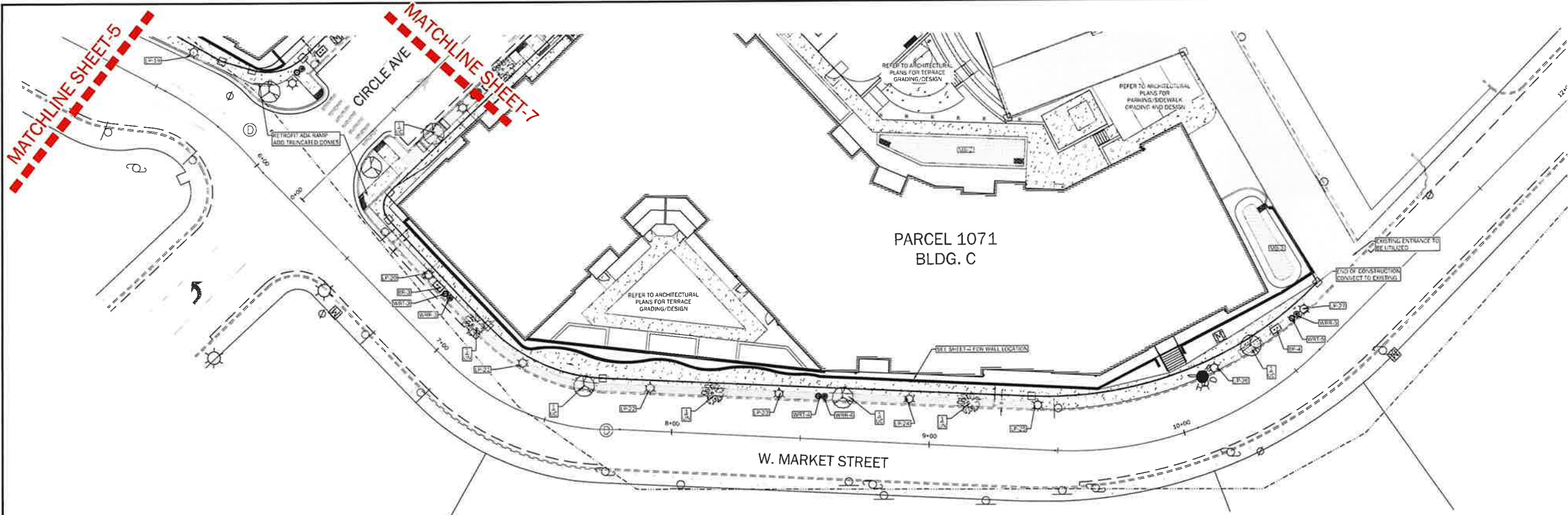


DATE: 10/26/2023 10:56am

THE UNIVERSITY OF CHICAGO PRESS



06/28/2025 9:55 AM



BIKE RACK SCHEDULE		
BIKE RACK NO.	STATION	OFFSET
BR-3	6+82.56	17.80L
BR-4	10+54.56	17.36L

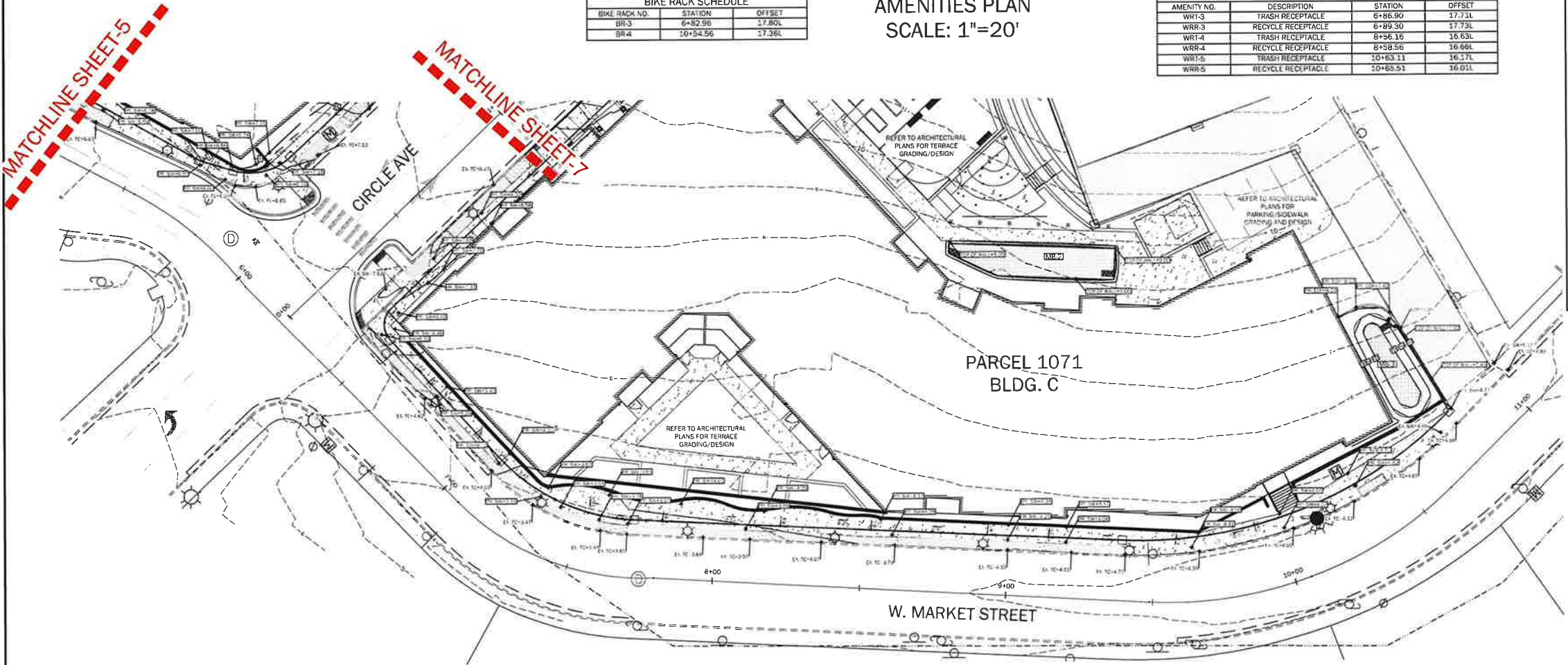
AMENITIES PLAN
SCALE: 1"=20'

AMENITIES SCHEDULE			
AMENITY NO.	DESCRIPTION	STATION	OFFSET
WRT-3	TRASH RECEPTACLE	6+86.90	17.73L
WRR-3	RECYCLE RECEPTACLE	6+89.30	17.73L
WRT-4	TRASH RECEPTACLE	8+56.16	16.63L
WRR-4	RECYCLE RECEPTACLE	8+58.56	16.66L
WRT-5	TRASH RECEPTACLE	10+63.11	16.17L
WRR-5	RECYCLE RECEPTACLE	10+65.51	16.01L

LEGEND

- VICTOR STANLEY EVA BENCH
48" LENGTH STD. 600.07 (BE)
- BIKE RACK (BR)
- RECYCLE RECEPTACLE STD. 600.06 (WRR)
- TRASH RECEPTACLE STD. 600.06 (WRT)
- LIGHT POLE STD. 600.05 (LP)
- ULMUS X 'NEW HORIZON' / NEW HORIZON ELM (UN)
- ULMUS X 'NEW FRONTIER' / AMERICAN ELM (UC)
- FLEXPAVE TREE SURROUND
- PERVIOUS PAVERS
- EXISTING SIDEWALK TO REMAIN
- PROPOSED SIDEWALK

LIGHT POLE SCHEDULE		
LIGHT POLE NO.	STATION	OFFSET
LP-19	5+56.48	16.50L
LP-20	6+77.14	16.27L
LP-21	7+31.89	17.51L
LP-22	7+90.78	16.58L
LP-23	8+40.80	16.85L
LP-24	8+91.47	17.30L
LP-25	9+41.29	17.31L
LP-26	10+21.92	16.63L
LP-27	10+69.93	15.37L



GRADING PLAN
SCALE: 1"=20'



SHEET-6



GRAPHIC SCALE
1" = 20'

REVISIONS	DATE	BY	APP	DESCRIPTION

CERTIFICATE OF DESIGN AND SITE PLAN

W. MARKET STREETSCAPE TOWN CENTER

Road Name: CAMDEN STREET
For: SALISBURY TOWN CENTER
CITY OF SALISBURY, WICOMICO COUNTY, MD

Scale: 1" = 20'

Date: 7/9/2023

Drawn By: MAV

Project: 1066.1071.1074.1079

Sheet: 14

W. MARKET 2



PARKER ASSOCIATES

100 28th, 2025-10-00000



BUILDING B - EAST ELEVATION
1/32" = 1'-0"



RETAIL ELEVATION
1/32" = 1'-0"



BUILDING C - NORTH ELEVATION
1/32" = 1'-0"



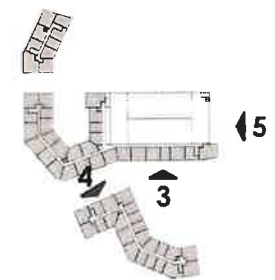
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SALISBURY TOWN CENTER

SALISBURY, MARYLAND

ELEVATIONS

24 MAY 2023



CERTIFICATE OF DESIGN AND SITE PLAN

SHEET-9
ELEVATIONS

05-24-2023 10:04am



BUILDING A & B - SOUTH ELEVATION
1/32" = 1'-0"



BUILDING C - SOUTH ELEVATION
1/32" = 1'-0"



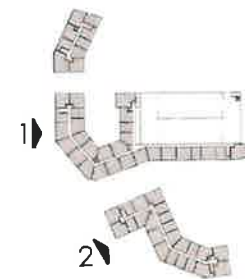
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SALISBURY TOWN CENTER

SALISBURY, MARYLAND

ELEVATIONS

24 MAY 2023



CERTIFICATE OF DESIGN AND SITE PLAN
SHEET-10
ELEVATIONS

Feb 28, 2023-10:04am



GARAGE WEST ELEVATION
1/32" = 1'-0"



BUILDING B ELEVATION
1/32" = 1'-0"

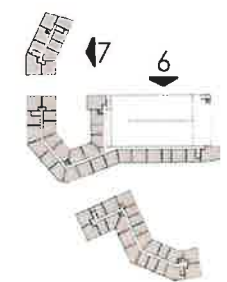


SALISBURY TOWN CENTER

SALISBURY, MARYLAND

ELEVATIONS

24 MAY 2023





SALISBURY TOWN CENTER
SALISBURY, MARYLAND

W. MARKET STREET
24 MAY 2023



SALISBURY TOWN CENTER
SALISBURY, MARYLAND

POOL AMENITY
24 MAY 2023



SALISBURY TOWN CENTER
SALISBURY, MARYLAND

CIRCLE AVE. AT RETAIL
24 MAY 2023

CERTIFICATE OF DESIGN AND SITE PLAN
SHEET-12
PROJECT RENDERINGS



SALISBURY TOWN CENTER
SALISBURY, MARYLAND

W. MARKET STREET AT CIRCLE AVE.
24 MAY 2023



SALISBURY TOWN CENTER
SALISBURY, MARYLAND

BUILDING B ENTRY
24 MAY 2023

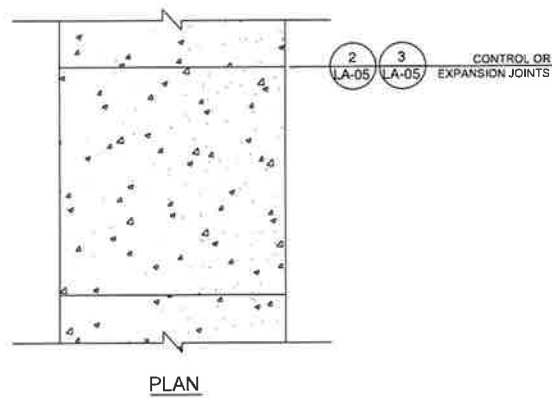


SALISBURY TOWN CENTER
SALISBURY, MARYLAND

BUILDING B ENTRY
24 MAY 2023

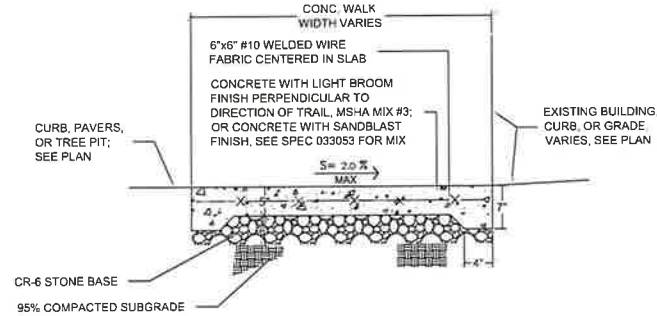
CERTIFICATE OF DESIGN AND SITE PLAN
SHEET-13
PROJECT RENDERINGS

Rev 28, 2023-10-04.mxd



- NOTES:
1. ALL CONCRETE WALKS SHALL HAVE A MAXIMUM CROSS SLOPE OF 1.7%.
 2. SEE DETAIL OF CONTROL AND EXPANSION JOINTS FOR ADDITIONAL INFORMATION

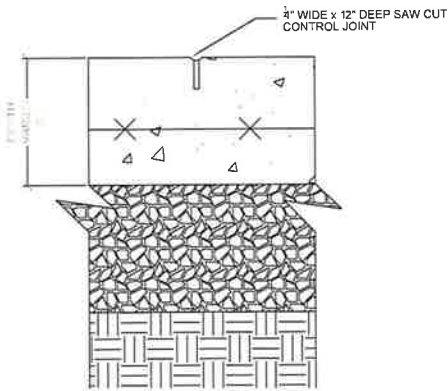
1 PEDESTRIAN GRADE CONCRETE PAVING
1" = 1'-0"



SECTION

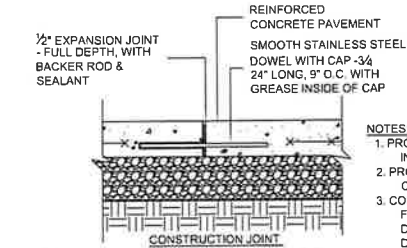
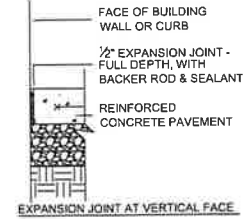
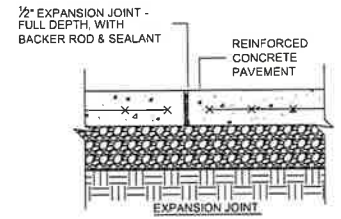
- NOTES:
1. ALL CONCRETE WALKS SHALL HAVE A MAXIMUM CROSS SLOPE OF 1.7%.
 2. SEE DETAIL OF CONTROL AND EXPANSION JOINTS FOR ADDITIONAL INFORMATION

321313-20



- NOTES:
1. LOCATE CJs 5'-0" APART.
 2. CHASE WITH A 45 DEGREE GRINDER AFTER THE SAW CUT AS SPECIFIED.

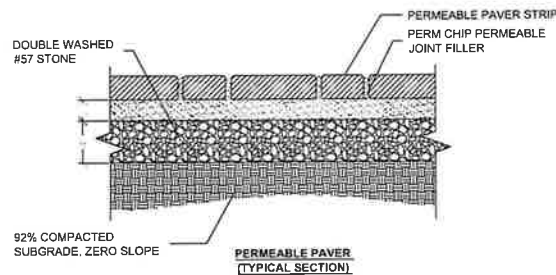
2 CONTROL AND SCORE JOINTS (CJ)
3" = 1'-0"



- NOTES:
1. PROVIDE EXPANSION JOINTS AS INDICATED ON PLAN.
 2. PROVIDE FULL RANGE OF SEALANT COLORS FOR APPROVAL BY OWNER.
 3. CONSTRUCTION JOINT TO BE USED FOR CONCRETE POURED AT DIFFERENT TIMES TO PREVENT DIFFERENTIAL SETTLING.

3 EXPANSION JOINTS (EJ)
1" = 1'-0"

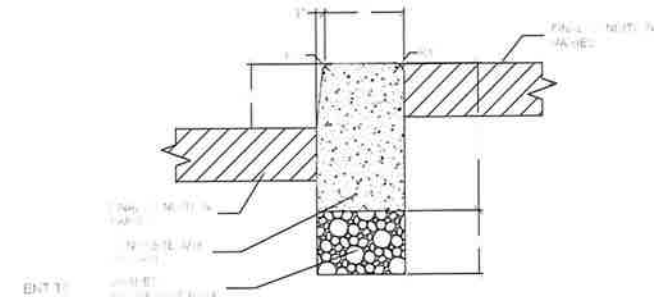
321313-12



- NOTES:
1. PAVES TO BE STORMPAVE ENGLISH EDGE CLAY PERMEABLE PAVEMENT SYSTEM FROM PINE HALL BRICK.
 - 2.
 3. PREFERRED COLORS: RED FULL RANGE (CONTRACTOR TO PROVIDE MOCK UP PANEL TO CONSTRUCTION MANAGER FOR APPROVAL BEFORE INSTALLATION).
 4. PAVES PATTERN: HERRINGBONE.
 5. CONTRACTOR TO INSTALL PAVES PER MANUFACTURER'S SPECIFICATIONS.
 6. JOINT FILLER: SEKISUREBOND PERM CHIP.
 7. FULL RANGE OF SEKISUREBOND COLORS FOR PERM CHIP PERMEABLE JOINT FILLER TO BE PROVIDED TO CONSTRUCTION MANAGER FOR APPROVAL BEFORE PURCHASE OR INSTALLATION.

4 PERMEABLE PAVER
1 1/2" = 1'-0"

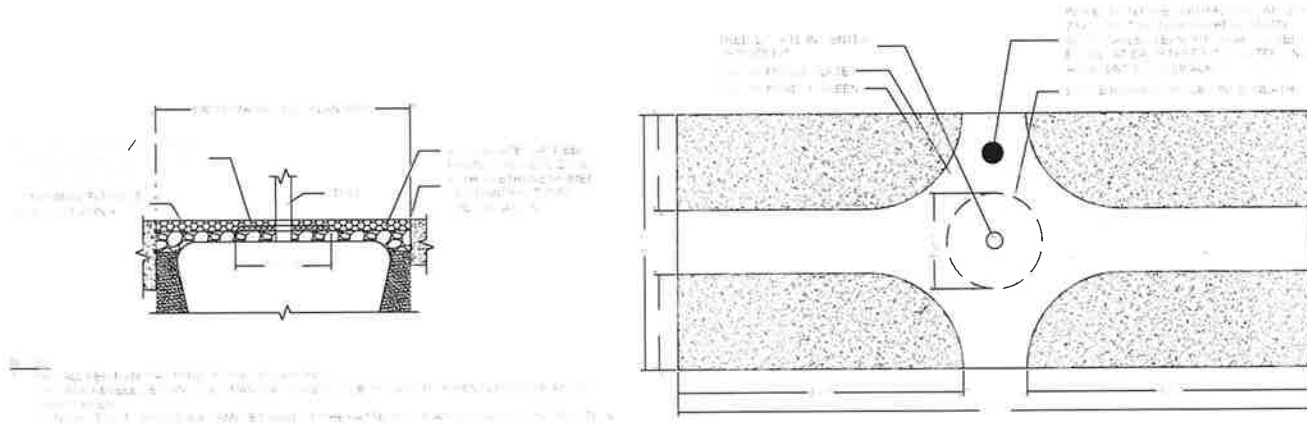
321443-09



- NOTES:
1. PROVIDE EXPANSION JOINTS AS INDICATED ON PLAN.
 2. PROVIDE FULL RANGE OF SEALANT COLORS FOR APPROVAL BY OWNER.
 3. CONSTRUCTION JOINT TO BE USED FOR CONCRETE POURED AT DIFFERENT TIMES TO PREVENT DIFFERENTIAL SETTLING.

5 HEADER CURB
1 1/2" = 1'-0"

0330-27



6 FLEXIPAVE TREE SUBROUND
3/4" = 1'-0"

3210-22

CERTIFICATE OF DESIGN AND SITE PLAN



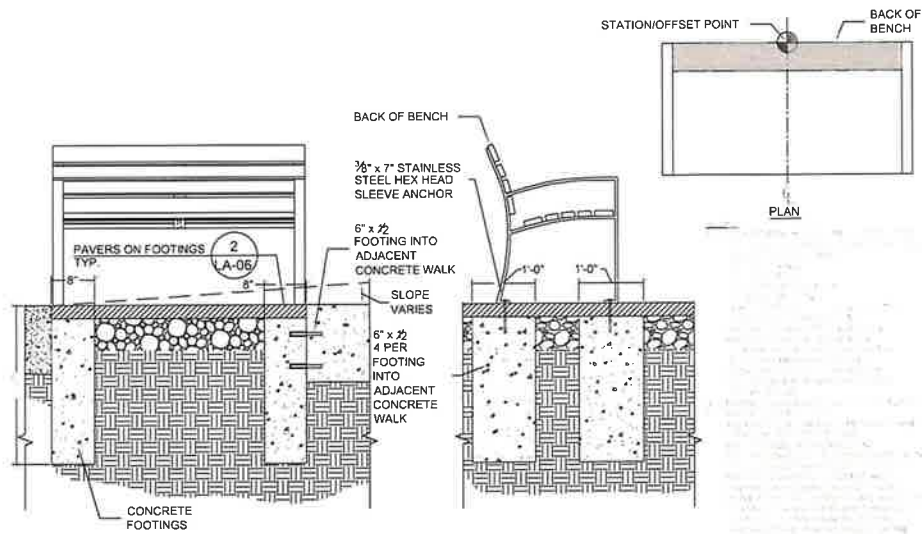
SHEET-14

REV	DATE	BY	CHK	DETAILS
1	10/1/2023	NAV	NAV	

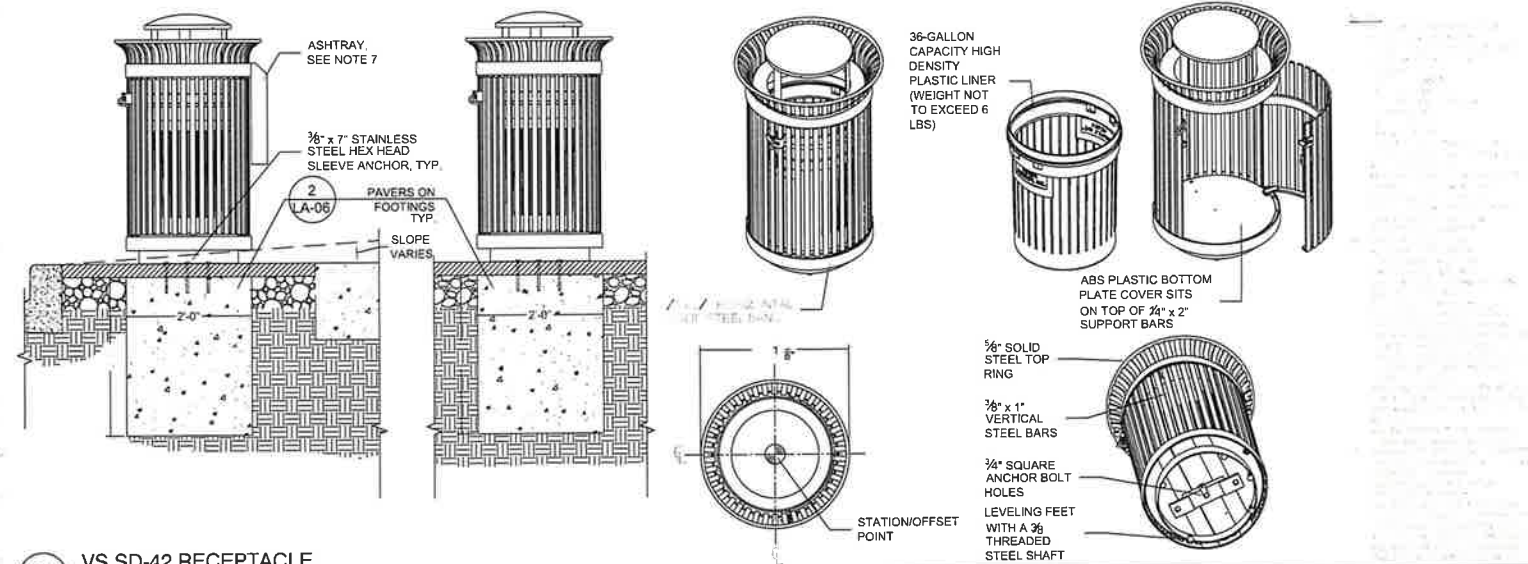
DETAILS		TOWN CENTER	
ROAD NAME: CAMDEN STREET		CITY OF SALISBURY, WICOMICO COUNTY, MD	
DATE	7/9/2023	SCALE	AS SHOWN
BY	NAV	CHK	NAV
FILE NO	1066, 1071, 1074-1079		



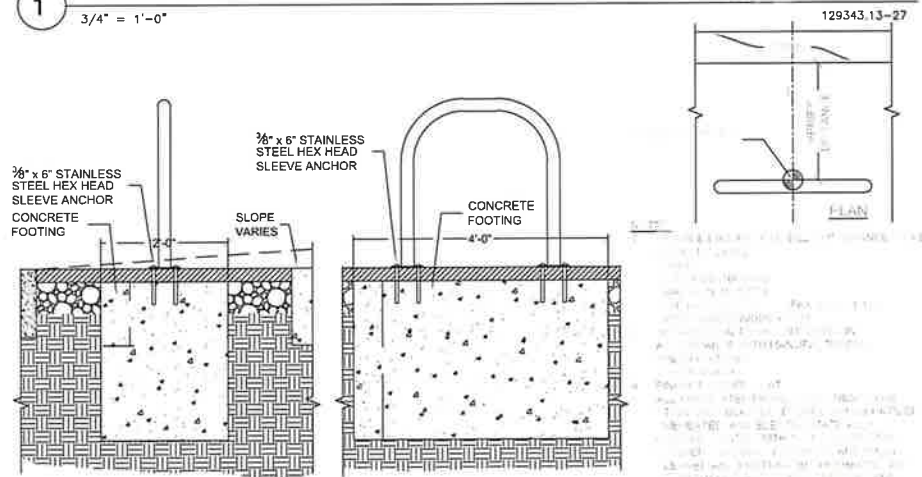
FOR 28, 2025-10-05am



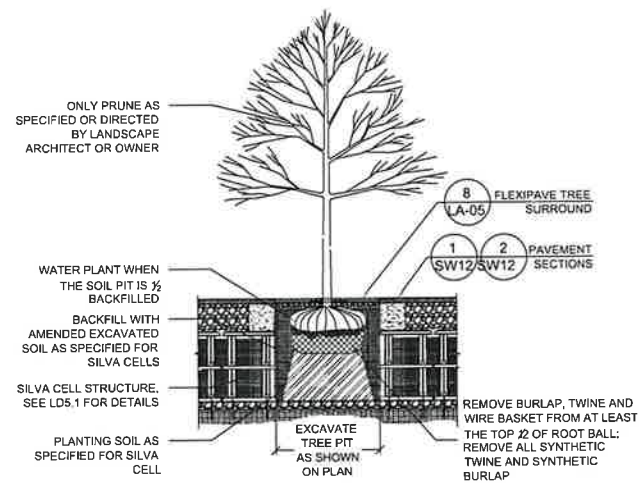
1 VS RB-28 BENCH
3/4" = 1'-0"



2 VS SD-42 RECEPTACLE
3/4" = 1'-0"



3 BIKE RACK
3/4" = 1'-0"



4 DECIDUOUS TREE PLANTING IN TREE PIT DETAIL
NOT TO SCALE

TREE COUNT	
	QNTY
ULMUS X 'NEW HORIZON' / NEW HORIZON ELM (UN)	17
ULMUS X 'NEW FRONTIER' / AMERICAN ELM (UD)	17

CERTIFICATE OF DESIGN AND SITE PLAN

SHEET-15	
DETAILS TOWN CENTER Road Name: CAMDEN STREET PROJECT LOCATION: TOWN CENTER CITY OF SALISBURY, WICOMICO COUNTY, MD	
DATE	DATE
AS SHOWN	7/9/2023
BY	MAV
NO. 107	14
PANEL	1066, 1071, 1071, 1079

FEB 28, 2025 10:00AM

SALISBURY TOWN CENTER GARAGE
CAMDEN ST
SALISBURY, MD
75% CONSTRUCTION DOCUMENTS
SEPTEMBER 8, 2023



SALISBURY TOWN
CENTER, LLC

CAMDEN ST PERSPECTIVE



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ARCHITECTURAL	A003	REFLECTED CEILING PLAN - LEVEL 5				
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ARCHITECTURAL	A400	BUILDING SECTIONS				
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ARCHITECTURAL	A710	ENLARGED PLANS				
ARCHITECTURAL	A800	GARAGE DETAILS				
ARCHITECTURAL	A801	GARAGE DETAILS				
ARCHITECTURAL	A910	DOOR & STOREFRONT SCHEDULES AND TYPES				

Discipline	Sheet Number	Sheet Name	Revision Number 01	Revision Number 02	Revision Number 03	Revision Number 04
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CIVIL	C000	CIVIL				
LANDSCAPE	L000	LANDSCAPE				
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ELECTRICAL	E103	PARKING GARAGE - LEVEL 3 - ELECTRICAL				
ELECTRICAL	E104	PARKING GARAGE - LEVEL 4 - ELECTRICAL				
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ELECTRICAL	E502	SCHEDULE - ELECTRICAL				
ELECTRICAL	E601	DETAILS - ELECTRICAL				
ELECTRICAL	E602	DETAILS - ELECTRICAL				

PROJECT TEAM

LOCUS PLAN

OWNER:
SALISBURY TOWN CENTER, LLC
11526 PEBBLECREEK DRIVE
TIMONUM, MD 21063
TEL: 410 591 5337

STRUCTURAL:
CARROLL ENGINEERING, INC.
SCHLUNG CIR #102
HUNT VALLEY, MD 21031
TEL: 410 785 7423

CIVIL:
PARKER & ASSOCIATES
528 RIVERSIDE DRIVE
SALISBURY, MD 21801
TEL: 410 422 1735

LIGHTING DESIGNER:
THE LIGHTING PRACTICE
600 CHESTNUT STREET, SUITE 772
PHILADELPHIA, PA 19106
TEL: 215 238 1644

ARCHITECT:
CI DESIGN, INC.
1000 LANCASTER STREET, SUITE 430
BALTIMORE, MD 21202
TEL: 410 384 4244

**MECHANICAL, ELECTRICAL,
PLUMBING & FIRE PROTECTION:**
BRAYLEE DESIGN & CONSTRUCTION, LLC
5220 KLEES MILL ROAD
SVESVILLE, MD 21176
TEL: 410 549 6860

SUSTAINABILITY CONSULTANT:
LORAX
1200 LIGHT STREET
BALTIMORE, MD 21230
TEL: 443 445 6419



SALISBURY TOWN CENTER GARAGE

CAMDEN ST
SALISBURY, MD
CLIENT: SALISBURY TOWN CENTER, LLC

DESIGN: 75% CONSTRUCTION
DELIVERABLE: DOCUMENTS
ISSUE DATE: SEPTEMBER 8, 2023
DRAWN BY: XXX
CHECKED BY: XXX
PROJECT NUMBER: P22062
SHEET TITLE
TITLE SHEET, LOCUS
PLAN AND DRAWING
INDEX

SHEET NUMBER
T000



PERSPECTIVE 1B



PERSPECTIVE 3A



PERSPECTIVE 1A

ARCHITECTURAL RENDERING
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1 410.384.4244
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Salisbury Town Center, LLC

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SALISBURY TOWN CENTER GARAGE

CANBY ST
SALISBURY, MD
CLIENT: SALISBURY TOWN CENTER, LLC

DESIGN 75% CONSTRUCTION
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ISSUE DATE: SEPTEMBER 8, 2023
DRAWN BY: ANTHONY
CHECKED BY: CHUCKY
PROJECT NUMBER: #22042
RENDERINGS

T003

83 PARKING SPACES

GARAGE LEVEL 2
 A1: A300 SCALE 3/32" = 1'-0"

GENERAL GARAGE NOTES:

- 1 RE ASLO PRE-CAST CONCRETE GARAGE DRAWINGS PROVIDED BY CONCRETE BUILDING SYSTEMS
- 2 ALL LEVELS OF PARKING ARE TO BE OPEN SEE CALCULATIONS
- 3 ALL PARKING STRIPING WILL BE WHITE STRIPING SHALL BE WHITE FLAT PROFESSIONAL TRAFFIC MARKING PAINT SIMILAR OR EQUAL TO PRO-PARK WATERBORNE TRAFFIC MARKING PAINT BY SHERWIN-WILLIAMS
- 4 SEE PRE-CAST CONCRETE DRAWINGS FOR PRE-CAST PANEL INFORMATION
- 5 ALL GUARDRAILS SHALL BE "C&I" GUARDRAILS & EXTERIOR & INTERIOR GUARDRAILS SHALL BE DESIGNED FOR 6000 LB VEHICLE IMPACT LOAD W/STANDARD 20' SPACING ABOVE
- 6 EXTERIOR FINISH ON PRE-CAST PANELS TO BE FACTORY FINISH (GRAY) ON INTERNAL VENT CURT EXTERIOR FINISH ON FACADE FINISH CEMENT STONE TO HAVE STAMPED BRICK FINISH WITH FAUX WOOD SCREEN (SEE ELEVATIONS)
- 7 PROVIDE PAINT FINISH ON WALLS AND FLOORS OF ELEVATOR LOBBY (N/A)
- 8 PROVIDE ROLL APPLIED WATER RESISTANT CONCRETE SEALER ON TOP OF DOUBLE-TILES @ TOP LEVEL OF PARKING DECK
- 9 SEE PRE-CAST DRAWINGS CIVIL DRAWINGS, & PLUMBING DRAWINGS FOR PLUMB DRAIN LOCATIONS
- 10 GC SHALL BE RESPONSIBLE FOR COORDINATION AND PROPER ALIGNMENT OF FLOOR SYSTEMS BETWEEN PRE-CAST PARKING DECK AND ADJACENT WOOD FLOOR FLOORBOARDS TO ENSURE ACCESSIBLE RAMP BETWEEN STRUCTURES
- 11 ACCESSIBLE PARKING SPACES AND AISLES ARE NOT TO EXCEED A SLOPE OF 1:4 OR 2% MAX RAMP DIRECTION PER 2009 AND 300.5 CONCRETE WASHES WITH THESE ACCESSIBLE ZONE NOT TO EXCEED 2% SLOPE
- 12 PROVIDE PEDESTRIAN VEHICLE INTERSECTION CROSSING SIGNAGE AND CONVEX CORNER MIRRORS AT ALL BLIND CORNERS IN ORDER TO PROVIDE PEDESTRIAN SAFETY. CONFIRM ALL LOCATIONS WITH AUTHORITY HAVING JURISDICTION

GARAGE KEY NOTES:

- 1 CABLE GUARDRAIL TOP @ MIN 42" AFF HORIZONTAL STEEL CABLES @ 4" C/W @ 6,000 LBS PER VEHICLE LOAD SEE DETAIL D1 / A850
- 2 CABLE GUARDRAIL WITH POST ATTACHED TO TOP OF SLAB/BEAM @ TOP @ MIN 42" AFF HORIZONTAL STEEL CABLES @ 4" C/W @ 6,000 LBS PER VEHICLE LOAD SEE DETAIL A / A850
- 3 STANDARD HANDICAP ACCESSIBLE PARKING SPACE. REFER TO SYMBOL LEGEND
- 4 HANDICAP VAN ACCESSIBLE PARKING SPACE. REFER TO SYMBOL LEGEND
- 5 WASH SLOPED TOWARDS FLOOR DRAINS - SEE PLUMBING DRAWINGS FOR DETAILS
- 6 6" DIA STEEL BOLLARD - COORDINATE EXIST LOCATION IN FIELD WITH PRE-CAST WALLS. NOTE: C/W IS RESPONSIBLE FOR COORDINATING WITH LOCAL A/U TO DETERMINE EXTENT OF ADDITIONAL LOCATIONS REQUIRED. SHOULD ASSUME ALL STANDPIPES AND VERTICAL PLUMBING STAKES MUST BE PROTECTED BY EITHER BOLLARDS OR STEEL COLLARS. SEE DETAIL DS / A850
- 7 PRECAST CONCRETE WEELOST - SEE DETAIL D2 / A850
- 8 HEADACHE BARS ABOVE 4'-2" MIN HEAD CLEARANCE
- 9 BARRIER ARM WITH CARD READER
- 10 OVERHEAD VEHICULAR GATE SYSTEM WITH PROVIDE FLOOR TO CEILING FENCING ON EACH SIDE & ABOVE GATES FOR SECURED ACCESS
- 11 VEHICLE DETECTION LOOP
- 12 ~~REIN~~ RACK FLOOR MTD
- 13 C/P CONCRETE RETAINING WALL BELOW RE STRUCTURAL DRAWINGS
- 14 CANOPY ABOVE
- 15 LIGHT POLE LOCATION - SEE ELECTRICAL DRAWINGS. MOUNT ON PRECAST HAUNCHES ON TOP OF CENTER LIGHT WALL
- 16 FLOOR DRAIN - RE PLUMBING DRAWINGS
- 17 VERTICAL PLUMBING STACK - RE PLUMBING DRAWINGS
- 18 INSTALL WATERPROOF TRAFFIC COATING SYSTEM OVER EXTENT OF ROOMS ON LEVEL BELOW. EXTEND 4' BEYOND EXTENT OF ROOM
- 19 "FUMT" (OR SIMILAR) BICYCLE PARKING SYSTEM WITH AIR KIT
- 20 FULL HEIGHT PRE-CAST WALL 9'
- 21 PAINTED DIRECTIONAL ARROWS
- 22 DOUBLE EV CHARGING STATION
- 23 GATE CONTROLLER
- 24 3/8" WIDE GATE PROFILE. PANIC HARDWARE IN DIRECTION OF EGRESS
- 25 ALUMINUM DECORATIVE RAILING
- 26 ELECTRICAL VEHICLE PARKING SPACE. REFER TO SYMBOL LEGEND
- 27 COMPACT PARKING SPACE. REFER TO SYMBOL LEGEND
- 28 PRE-CAST CONCRETE LITE WALL. SEE PRE-CAST CONCRETE DRAWINGS FOR DETAILS
- 29 PRE-CAST SHEAR WALL. SEE PRE-CAST CONCRETE DRAWINGS FOR DETAILS
- 30 3 HOUR FIRE SHUTTER DOORS 8'-6" MIN CLEAR HEIGHT
- 31 EXPANSION JOINT
- 32 HEADACHE BARS ABOVE 7'-0" MIN HEAD CLEARANCE

PARKING SYMBOL LEGEND:

EV	ELECTRICAL VEHICLE PARKING SPACE (9'-0" x 18'-0" TYP.)
HC	HANDICAP VEHICLE PARKING SPACE (9'-0" x 18'-0" TYP.)
HC VAN	HANDICAP VAN VEHICLE PARKING SPACE (11'-0" x 18'-0" TYP.)
C	COMPACT PARKING SPACE (6'-0" x 18'-0" TYP.)
FUTURE EV	FUTURE ELECTRICAL VEHICLE PARKING SPACE (9'-0" x 18'-0" TYP.)

Parking Schedule			
Rate	Type	Gr	
Parking Space1	1 x 18' - 30' long Compact	30	
Parking Space2	1 x 18' - 30' long Future EV	30	
Parking Space3	1 x 18' - 30' long HC		
Parking Space4	1 x 18' - 30' long HC EV		
Parking Space5	1 x 18' - 30' long HC 100V		
Parking Space6	1 x 18' - 30' long Standard	30	
Parking Space7	1 x 18' - 30' long Standard EV		
Grand total	437		

ARCHITECTURE PLANNING INTERIORS
LANDSCAPE VERTICAL GLAZING

Ci

1 410 384 4244
BALTIMORE MD
1000 LANCASTER STREET
ci-designinc.com

D SALISBURY TOWN
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SALISBURY TOWN CENTER GARAGE

CAMDEN ST
SALISBURY, MD

CLIENT: SALISBURY TOWN CENTER, LLC.

A	DATE	DESCRIPTION
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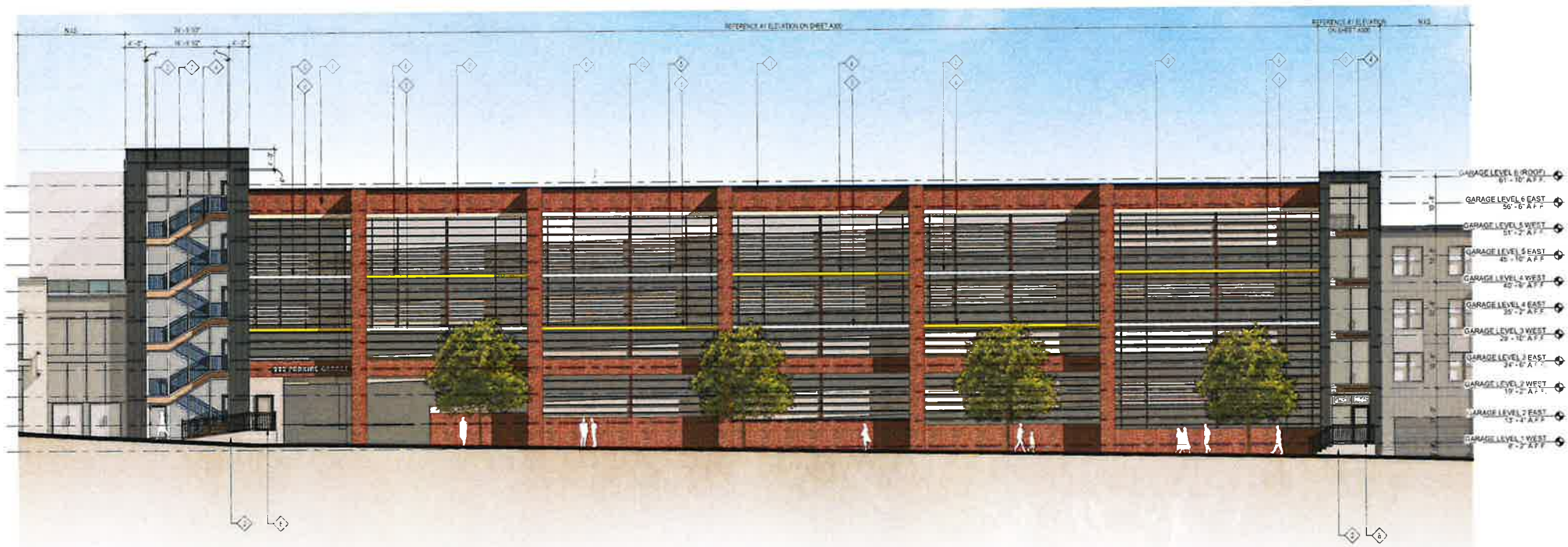
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DRAWN BY: Author
CHECKED BY: Checker
PROJECT NUMBER: P22062

**PARKING GARAGE -
LEVEL 2**

A102

Address: 1000 Salisbury Town Center Salisbury, MD 21874
Project: Salisbury Town Center Salisbury, MD 21874
Sheet: A302



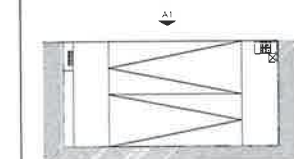
ELEVATION GENERAL NOTES

1. SEE SPECIFICATIONS FOR DETAILED INFORMATION.
2. SEE A201-2017 FOR GENERAL CONDITIONS OF THE CONTRACT FOR CONSTRUCTION.
3. SEE SHEET 1001 FOR TYPICAL NOTES, SYMBOLS, ACCESSIBILITY MOUNTING STANDARDS, AND ABBREVIATIONS. SEE SHEET 1002 FOR CODE SUMMARY INFORMATION.
4. CONTRACTOR TO COORDINATE CONSTRUCTION WITH ALL TRADES PRIOR TO COMMENCEMENT OF WORK.
5. CONTRACTOR SHALL BE RESPONSIBLE FOR REPAIRING, PATCHING, AND REPLACING ANY DAMAGE DUE TO CONSTRUCTION OR INSTALLATION OF TRADES. REPAIR, PATCH, AND FINISH OF EXISTING CONDITIONS DAMAGED BY NEW WORK SHALL MATCH ADJACENT WORK.
6. EXTERIOR DIMENSIONS ARE TAKEN FROM FACE OF SHEATHING OR MASONRY UNLESS OTHERWISE NOTED. SEE WALL SECTIONS AND DETAILS FOR MORE INFORMATION.
7. CONTRACTOR TO FIELD VERIFY DIMENSIONS AND CONNECTION POINTS PRIOR TO COMMENCEMENT OF NEW CONSTRUCTION. IN CASE OF CONFLICT, THE CONTRACTOR SHALL NOTIFY THE ARCHITECT PRIOR TO PROCEEDING WITH WORK.
8. ALL ITEMS TO BE SUPPLIED AND INSTALLED BY CONTRACTOR UNLESS SPECIFICALLY LISTED AS "N.C." OR "BY OTHERS".
9. COORDINATE SEQUENCE OF WORK TO PROTECT ADJACENT SPACES FROM CONSTRUCTION ZONE. PROVIDE BARRIER SEPARATION AS REQUIRED AND DIRECTED BY GENERAL CONTRACTOR AND OWNER.
10. MAINTAIN FIRE RATING OF CONSTRUCTION WHERE ANY ITEMS ARE BUILT INTO CONSTRUCTION. ALL PENETRATIONS SHALL BE FIRE STOPPED AND SEALED IN ACCORDANCE TO APPLICABLE U.L. ASSEMBLY RATING.
11. REFER TO STRUCTURAL AND MEPP DRAWINGS AND SPECIFICATIONS FOR MORE INFORMATION.

ELEVATION KEY NOTES

- 1. RED BRICK
- 2. PRECAST CONCRETE
- 3. VERTICAL FIBER CEMENT SIDING
- 4. WOOD LOOK
- 5. PVC TRIM
- 6. PVC TRIM
- 7. ALUMINUM STONEFRONT SYSTEM
- 8. ALUMINUM RAILING
- 9. UPH & LOCK
- 10. PRINCE BRASS
- 11. METAL COPING

KEY PLAN



CAMDEN STREET ALTERNATE FACADE ELEVATION
SCALE: 3/32" = 1'-0"

A1



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SALISBURY TOWN CENTER GARAGE

CAMDEN ST
SALISBURY, MD
CLIENT: SALISBURY TOWN CENTER, LLC.

DESIGN 75% CONSTRUCTION
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PROJECT NUMBER: P22062
ALTERNATE FACADE -
OPTION 2 ELEVATION

A302

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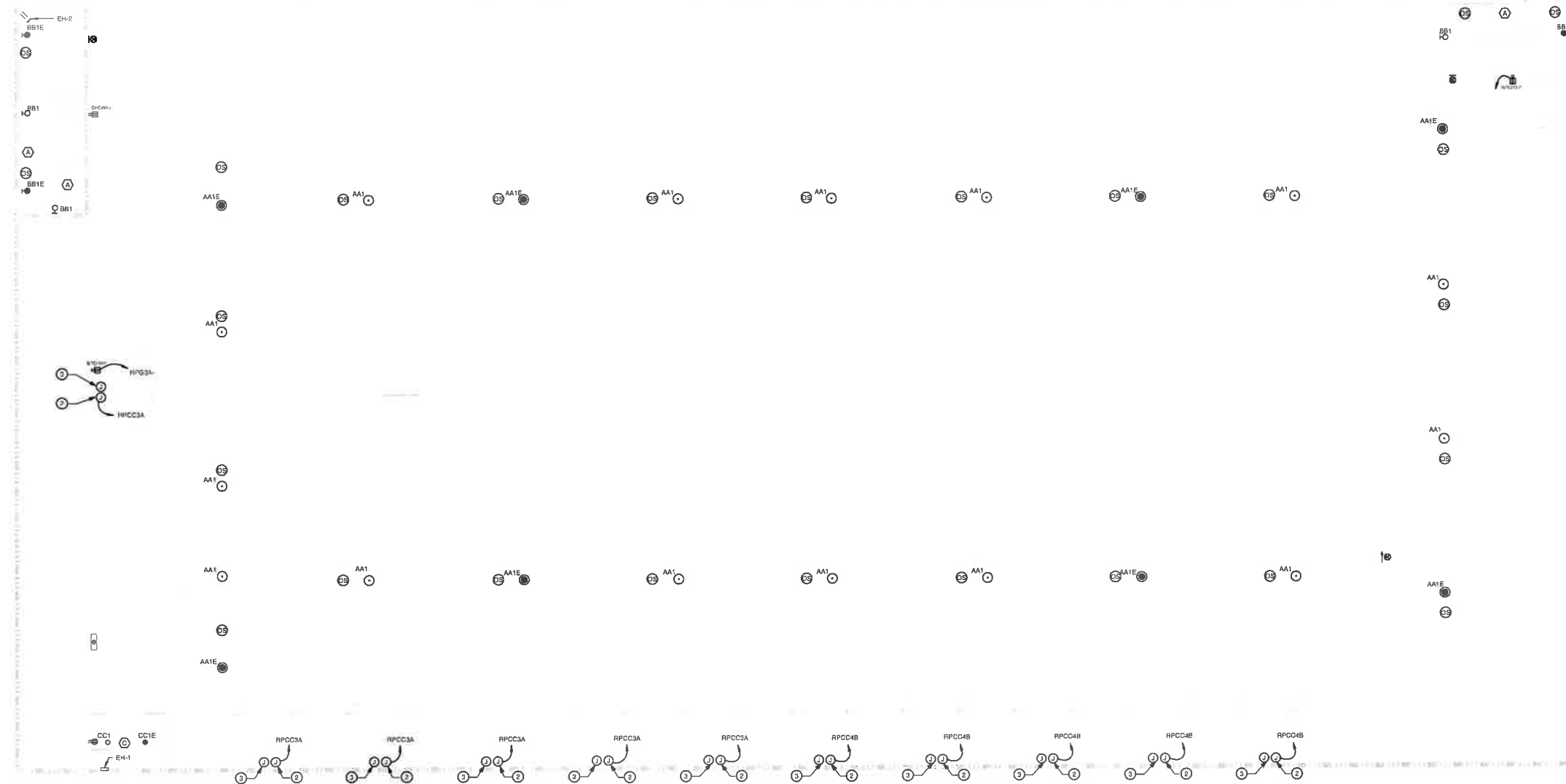
SALESBURY TOWN CENTER GARAGE

CAMDEN, MD
SALESBURY, MD
CLIENT: SALESBURY TOWN CENTER, LLC.

DESIGN 75% CONSTRUCTION
DELIVERABLE: DOCUMENTS
ISSUE DATE: 09/08/2023
DRAWN BY: AUSTIN
CHECKED BY: CHECKER
PROJECT NUMBER: BDC#

PARKING GARAGE -
LEVEL 3 - ELECTRICAL

E103



1 PARKING GARAGE - LEVEL 3 - ELECTRICAL
SCALE 1/8" = 1'-0"

GENERAL NOTES

- REFER TO E001 FOR ELECTRICAL LEGEND, ABBREVIATIONS AND GENERAL NOTES
- REFER TO E001 FOR LIGHTING FIXTURE SCHEDULE, LIGHTING CONTROL LEGEND AND CONTROL SEQUENCE OF OPERATION
- CONTRACTOR SHALL PROVIDE A COMPLETE AND OPERABLE VOICE/ALARM TYPE FIRE ALARM SYSTEM IN ACCORDANCE WITH ALL APPLICABLE BUILDING CODES INCLUDING, BUT NOT LIMITED TO THE FOLLOWING: NFPA 70, NFPA 72, NFPA 101, IBC, IFC, ETC. REFER TO PARTIAL FIRE ALARM 1-LINE DETAIL ON SHEET E001
- PROVIDE FIRE ALARM INITIATION AND NOTIFICATION DEVICES TO PROVIDE COVERAGE IN ACCORDANCE WITH MANUFACTURER'S RECOMMENDATIONS
- ELECTRIC VEHICLE (EV) CHARGER: CONTRACTOR SHALL COORDINATE EXACT ELECTRIC VEHICLE (EV) CHARGER LOCATIONS WITH ARCHITECTURAL DRAWINGS AND THE OWNER PRIOR TO ROUGH-IN. CONTRACTOR SHALL PROVIDE ALL NECESSARY RACEWAYS, WIRING, DISCONNECTS AND INTERCONNECTIONS TO PROVIDE A COMPLETE AND OPERABLE SYSTEM. COORDINATE WITH FINAL EV CHARGER PROVIDER/INSTALLER.
- ELECTRIC VEHICLE (EV) CHARGERS: CONTRACTOR SHALL PROVIDE BREACH CIRCUIT CONDUCTORS AND CONDUITS FROM SOURCE PANEL TO EV CHARGER LOCATIONS INDICATOR TO ACCOMMODATE VOLTAGE DROP AS FOLLOWS:
EV CHARGER CIRCUIT LENGTH 0 TO 57 FEET SHALL USE 2 #6 #10 GROUND IN 2" CONDUIT
EV CHARGER CIRCUIT LENGTH 58 TO 88 FEET SHALL USE 2 #2 #10 GROUND IN 2" CONDUIT
EV CHARGER CIRCUIT LENGTH 89 TO 109 FEET SHALL USE 2 #3 #10 GROUND IN 2" CONDUIT
EV CHARGER CIRCUIT LENGTH 110 TO 132 FEET SHALL USE 2 #2 #10 GROUND #12 CONDUIT
EV CHARGER CIRCUIT LENGTH 133 TO 160 FEET SHALL USE 2 #1 #10 GROUND #12 CONDUIT
COORDINATE EXACT CIRCUIT ROUTING IN FIELD
- REFER TO PANEL SCHEDULES FOR MORE INFORMATION ON THE CIRCUITING
- REFER TO ARCHITECTURAL DRAWINGS AND ELEVATIONS FOR EXACT LIGHTING LOCATION(S) AND MOUNTING HEIGHTS. COORDINATE WITH ARCHITECT AND THE OWNER PRIOR TO ROUGH-IN

DRAWING NOTES

- LIGHTING CONTROL SEQUENCE TAG. REFER TO DRAWING E002 FOR MORE INFORMATION
- PROVIDE AND CAP (2) 2" EMPTY RACEWAYS AND PULL STRING FROM FUTURE EV CHARGER TO SOURCE PANEL(S) INDICATED. COORDINATE EXACT LOCATION WITH THE ARCHITECT AND THE OWNER.
- PROVIDE 1/2" EMPTY RACEWAY WITH PULL STRING FOR HARDCWIRED ETHERNET CONNECTION TO EV CHARGER. COORDINATE EXACT REQUIREMENTS WITH FINAL EV CHARGER/INSTALLER. COORDINATE IT WITH SWITCH LOCATION, PLUG-TYPE, ETC. WITH DIVISION 27 DESIGN DRAWINGS, CONTRACTOR AND THE OWNER PRIOR TO ROUGH-IN

SCALE 1/8" = 1'-0"

Salisbury Historic District Commission
May 24, 2023

The Salisbury Historic District Commission met in regular session on Wednesday, April 26, 2023. The meeting took place Virtually by Zoom with attendance as follows:

COMMISSION MEMBERS PRESENT

Scott Saxman, Chair- Present
Matt Auchey, Vice Chairman – Not Present
Jane Messenger – Present
Margaret Lawson- Present
Brenden Frederick – Present
Brad Phillips—Not Present

CITY OFFICIALS PRESENT

Laura Hay, City Attorney- Present
Jessica Budd, Infrastructure & Development- Not Present
Brian Soper, Infrastructure & Development- Present

1. **CALL TO ORDER** – Mr. Scott Saxman, called the meeting to order at 7:00 p.m.
2. **ROLL CALL** - Each member of the Commission introduced themselves for the record. The Chairman explains the procedure of the meeting to all applicants and administered the oath en masse to all persons intending to testify.
3. **APPROVAL OF MINUTES** – Approvals of the minutes of the April 26, 2023 have been postponed due to lack of quorum to approve.

PUBLIC INPUT – Members of the public are welcome to make comment at this time, subject to a time allotment of two (2) minutes per person.

4. **CONSENT DOCKET** – None
5. **OLD BUSINESS** – None
6. **NEW BUSINESS-**

- ***#23-07 – 208, 210 & 212 W Main St.- Windows and Façade Improvements**

Matt Groves and Max Verbits come forward to present their case for Salisbury University. Scott Saxman recuses himself for this case because he has an active job with Salisbury University through his employer. Scott then states they do not have a quorum. Scott gives the applicant two options to choose from in this case. They can either choose to continue the case to the next meeting or they can opt to be automatically approved due to the 45 day deadline for a case to be heard. The applicant decided to be approved due to lack of quorum because of time restraints.

- **#23-08 – Parking Lots 1, 11 & 15 – New Construction**

Dave Laken (Harborside Management), Michael Sullivan, Brad Gillis, Kevin Carney, and Wendy came forth to present the project. This project will completely revolutionize the downtown atmosphere. This will encompass 4 buildings- 4 story and comprise 222 apartment units. This project has been in the works since 2015 and will reflect many of the principles discussed in the downtown revitalization plan for the City of Salisbury. They will include many walking pathways in between buildings and include a parking garage in the middle. That will be built by the City of Salisbury. This project is anticipated to reach market and construction by 2025. Mrs. Wendy tells the commission they are taking in consideration the historic district and want to make sure they respect the architecture of the entire district. She says they have changed the windows and window sizing throughout the buildings since she heard it was something the historic district commission likes. There will be a pedestrian crossing bridge from one building to the next so they don't have to walk in the street. They have a board of materials to show the commission that they would like

to use. They would like to use architectural vinyl siding along the building mixed with other materials. There will be a playground and a dog park as well as other greenery areas and plantings. There will also be retail stores lining the Unity Square Plaza. The City parking garage will be used for residents and public. The parking garage will be a separate entity and will come before the district for separate approval. They are requesting approval tonight for the massing, the exterior materials that have been selected for the 3 apartment buildings and the mixed-use retail building. They do understand they need to come back for the rest of the plans. Mr. Saxman wants to remind the commission that since it's a non-contributing property that the guidelines are more flexible but, to keep in mind that they don't want to approve materials that will detract from the rest of the contributing neighbors. The developer states that about 25% of the façade will be brick. They mixed it between all of the buildings. They have minimized the amount of vinyl siding through out as much as they can. Mr. Frederick recommends substituting something else like hardy cement board or fiber cement panels in place of vinyl. The developers state they tried to make the most expensive material more visible to the public then the vinyl siding. This is the best attempt they could make to meet all the guidelines and compete with other businesses in the area. They tried there hardest to make the materials match neighboring buildings. Mr. Frederick suggests a bunch of different materials they could choose not to use versus the vinyl. Mr. Saxman reminds the commission that they did approve efface for the Ross building down the street. Mrs. Messenger says she doesn't see a comparison to the Ross but, just wants to see some traditional touches to the material used. The developer states the Ross is the only comparison they can use in this instance because they are the only building that was ground up new construction in the Downtown Historical district. He says there was no memorable focus on the use of efface for the Ross. Mr. Frederick states that efface is a modern representation of stucco, which is a very historic material. Mr. Frederick would like to see the replacement of efface instead of the vinyl. They would be ok with vinyl if it was in the non-visible areas to the public. Mr. Saxman states that the cost is not in there per view to decide on. The developer states the guidelines aren't matching up to the building of new construction in the downtown historic district. Mrs. Messenger states they are abiding by the guidelines and they do support this project and think this project will benefit Salisbury, but they want to make sure that the building will maintain the historic fabric of this area that is finite. Mr. Gillis wants to reiterate this project is not a glass box and that they both have more to agree on then to disagree. On elevation A and B the first floor, the vinyl would start 10 feet from the sidewalk. Mrs. Wendy pointed out all the areas they would be using vinyl or other material. Mr. Saxman states they are making a motion tonight to approve the building lay out, building massing and the exterior siding brick. Mr. Saxman's only issue is on the south building A & B to the left of the bridge is his primary concern. Wendy states since they are a non-contributing new building structure, that nowhere in the guidelines does it state that they cannot use vinyl. The developers have been very cautious to use the least amount they could and still be respectful of the Historic District. Wendy states we need to be mindful that just because the members of the commission don't like it that we are still ruling based off the standards.

Mr. Sullivan states whether its preferred or not that efface and vinyl siding are neither historical materials. So, why is one material allowed but the other similar but slightly older material is not.

Mr. Saxman states there are some materials that provide a significant benefit to historical properties with out diminishing it. He will admit he doesn't believe vinyl is a historic material but after considering the guidelines on a non-contributing structure it is appropriate and they do have the right to use it. The only issue he has is the long run of vinyl on the south building of building A & B. Mr. Sullivan states that he does hear everyone's comments on the commission about the materials are valid but are not something the code authorizes. Mrs. Laura Hay intervenes and states Mr. Sullivan is correct when reading the state law statute that we don't strictly judge the plans involving new construction. But, with that being said we have Guideline 36 and other general guidelines some of them specifically state what you can decide on. Mr. Frederick wants to redirect the focus and remind everyone that there is a bunch of stuff we can agree on, and make sure we are being productive and amicable through out the entire project. Mr. Sullivan reminds the commission that effectively 2/3 of the square footage of the project and 75% of the remaining exterior materials are comprised of 4 different materials including vinyl. The actual exterior footage of the vinyl siding is only 25% or less of the entire project. That may sound minor but it is an over 200,000 square foot project. Mrs. Messenger states they are aware of the lengths they have went to

design this project and disperse the material. Mr. Frederick makes a motion to approve with the following conditions:

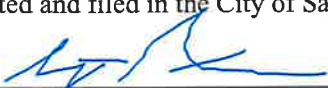
1. The massing is approved as submitted.
2. The organizational layout is approved as submitted.
3. The materials are approved as submitted except the vinyl. The vinyl is addressed in condition
4. The vinyl is subject to further review when the Commission reviews windows, doors, and other items related to the project. In the future application, the vinyl shall be smooth and not embossed with a wood grain, the horizontal runs shall be limited to prevent running vertical joints so it is continuous to a reveal or another material, the amount of vinyl relative to other materials shall not exceed the percentage submitted, and the product shall be of a commercial grade.
5. The parking garage materials were not reviewed by the Commission at this time. The parking garage shall require approval prior to construction.
6. Any conflicts of this decision with the Land Development Agreement shall require Commission approval addressing said conflicts.

Jane Messenger seconds the motion. The meeting is open to public comment. Holly Worthington comes up to speak. She is the owner of the reality company on the corner of Market Street and downtown plaza. She is concerned about the loss of parking for her business and or devaluing her building. Mr. Gillis states everything that is to the left of the alley is to remain and will be remain parking spots. Mr. Gillis says he will work with Mrs. Worthington as much as he can. Mr. Saxman states a lot of these concerns can be addressed in the planning commission meeting. The commission votes unanimously to approve the case as amended.

7. Adjourn the Meeting-

Brenden Frederick makes a motion to adjourn the meeting. Margaret Lawson seconds the motion. The Commission votes unanimously to adjourn the meeting.

This is a summary of the proceedings of this meeting. Detailed information is in the permanent files of each case as presented and filed in the City of Salisbury, Housing & Community Development Department.



Scott Saxman, Chairman

1/24/2024

Date



Brian Soper, City Planner

1/24/2024

Date



November 22, 2024

Salisbury Town Center Apartments, LLC
150 West Market Street
Salisbury, MD 21801 Suite 101
Attn: Michael P. Sullivan

RE: PUBLIC HEARING – TEXT AMENDMENT – To amend Title 17, Zoning, Chapter 17.24.040B2.b. entitled “Density”

Dear Mr. Sullivan:

The Salisbury Planning Commission at its November 21, 2024, meeting forwarded a **FAVORABLE** recommendation to the Mayor and City Council for the proposed text amendment to increase density in the Central Business District (CBD) to the City of Salisbury Zoning Code, by amending the following:

AMEND SECTION 17.24.040B.2.b. by deleting the crossed-out language and adding the bold, underlined language as follows:

2. Density
 - a. Floor area for commercial or other uses shall not be used when computing density for dwelling units.
 - b. Inherent density shall not exceed ~~forty (40)~~ **eighty (80)** units per acre.
 - c. Increased density shall require a special exception from the Board of Appeals. In addition to consideration of the criteria required by Section 17.232.020, the board shall consider the criteria set forth in subsection (B)(4) of this section.

The Planning Commission based their decision to increase the density in the Central Business District (CBD) on the following findings of fact:

1. Growth and development of the downtown area has been consistent with the goals of the City of Salisbury for the better part of the last 60 years.
2. The increase in density is consistent and in furtherance of the current Comprehensive Plan adopted by the City of Salisbury in 2010, which promotes developing in a compact development pattern and redevelop underutilized areas.
3. The increase in density is consistent with the 2016 Envisions Downtown Master Plan, which was adopted by the City of Salisbury by Resolution No. 2600 on March 17, 2016, which promotes redevelopment and additional housing opportunities.
4. There are several buildings in the downtown area that already exceed the current 40 units per acre, including, but not limited to:
 - a. The Ross – 340 units per acre
 - b. The Powell Building – 64 units per acre
 - c. 100 W. Main Street – 78 units per acre



City of Salisbury

- d. 117 W. Main Street – 63 units per acre
 - e. 113 W. Main Street – 59 units per acre
 - f. 235 W. main Street – 59 units per acre.
5. In prior and relatively recent staff reports requesting an increase in density, the City of Salisbury has issued favorable staff reports. For example, the City of Salisbury submitted favorable staff reports for the special exceptions sought for The Ross and Salisbury Town Center Apartments, L.L.C.
 6. Sufficient evidence has not been presented to show that the increase in density would pose an endangerment to the public health, security, or general welfare of the citizens.
 7. Although an increase in residents for the downtown area could result in the need of additional emergency, educational, and other city services, the additional revenue generated will offset the impact of the costs of those services.
 8. Any of the issues raised with respect to water and sewer can be appropriately addressed and handled through current stormwater regulations and the permitting process.
 9. Sufficient evidence has not been presented to show that the increase in density will create an undue concentration of population or substantially increase the congestion of the streets or create hazardous traffic conditions.
 10. With respect to the impact on the surrounding neighborhood, many of the surrounding businesses offered letters of support for the development, including but not limited to Habitat, Tidal Health, The Chamber of Commerce, and the Greater Salisbury Committee.
 11. The increase in density to the Central Business District (CBD) will help alleviate some of the housing shortages that Salisbury, and the State of Maryland as a whole, are facing.

You may now forward this recommendation to the City Administrator for scheduling at a City Council Work Session or on the City Council Legislative Agenda. You will be notified of the meeting date(s). Additional advertising fees will be required for the Council Public Hearing.

If you have any questions or concerns regarding this matter, please call our office at 410-548-3130.

Sincerely,

Henry Eure
Deputy Director

Salisbury Historic District Commission

STAFF FINDINGS

Meeting of June 25, 2025

Case Number:	#25-11
Commission Considering:	New Construction
Owner Name:	Salisbury Town Center Apartments, LLC
Owners Address:	150. West Market St., Suite 101 Salisbury, MD 21801
Applicant Name:	Salisbury Town Center Apartments, LLC
Applicant's Address:	same as owner
Agent/Contractor:	N/A
Subject Property Address:	131 Circle Ave, 121 Circle Ave, 118 Circle Ave, 149 W. Market St., Salisbury, MD 21801
Historic District:	Downton Historic District
Use Category:	Residential and Mixed Use
Zoning Classification:	CBD – Central Business District
Structure / Site Description:	
Built Date:	N/A
Enclosed Area:	Unknown
Lot Size:	42,024 sq. ft. (Parcel 1071, Lot 3) 18,433 sq. ft. (Parcel 1074, Lot 4) 1.0800 AC. (Parcel 1077, Lot 5)) 19,900 sq. ft. (Parcel 1066, Lot 6) (SDAT Real Property Database)
Number of Stories:	Four stories proposed
Contributing Structure:	N/A
Wicomico County Historic Survey on file:	No

Nearby Properties on County Survey:

Yes

Properties included below but not limited to:

- WI-148 – William D. Long Building / Market Street Books – 146 W. Market Street
- WI-274 – B.L. Gillis & Son Store Building / Feldman Brothers – 150 W. Market Street
- WI-134 – H.S. Brewington Building / Old Synagogue Building – 300-304 W. Main Street
- WI-265 – Dorman & Smyth Hardware Store – 232-234 W. Main Street
- WI-259 – Vernon Powell Building / Montgomery Ward Building – 218-220 W. Main Street
- WI -260 – Woolworth's Building / Gallery Building – 212 W. Main Street
- WI-264 – Farmers' & Merchants' Bank / George, Miles & Buhr Architects & Engineers – 206 W. Main Street
- WI-262 – Greater Salisbury Building / Country Trust Company, Eastern Shore Trust Company – 200 W. Main Street
- WI-271 – Wicomico News Building – 110 W. Main Street
- WI-414 – Armory Company No. 1 / Wicomico County Free Library – 122 S. Division Street

Historic Structures Located in Excavation Area:

- WI-78 – W.H. Jackson Livery Stable / Market Street Stable, Palace Stables
- Salisbury Foundry
- Perdue & Gunby Carriage Repository
- John Nelson Sign Painting
- City Hand Laundry
- Locust Grove Residence

(per City of Salisbury website: [Historic Sites \(Public\)](https://salisbury.maps.arcgis.com/apps/instant/basic/index.html?appid=67e15df3e39045fd8060e58da137a808))

<https://salisbury.maps.arcgis.com/apps/instant/basic/index.html?appid=67e15df3e39045fd8060e58da137a808>)

Explanation of Request: The applicant is seeking approval for the construction of the Salisbury Town Center Project consisting of the construction of two (2) four story apartment buildings and one (1) mixed-use building with apartments and partial ground floor retail, collectively providing a total of 222 new “luxury-style” apartment units and approximately 7000 SF of retail space. The application is substantially similar to Case #23-05, partially approved by the Commission at the May 24, 2023 hearing but no longer valid due to failure to start construction or timely request extension.

Areas of Historic Guidelines to be considered:

PURPOSE OF THE HISTORIC DESIGN GUIDELINES

Page 12

The purpose of establishing historic districts is to preserve the historic character of a neighborhood's built environment by retaining historic buildings and features while ensuring that new construction and additions are compatible with their historic surroundings.

- *These new proposed buildings are not compatible with their historical surroundings. They look radically different, newer, and cheaper. They manage to appear both blander and busier at the same time.*

Each historic district in the City of Salisbury (Camden, Newtown, and Downtown) has its own unique features that make up its historic character. By managing changes to the exterior of properties within the historic districts, the people of Salisbury can help to ensure that the distinct character of each district remains intact.

- *The project site consists of massive properties surrounded by many historic buildings. The proposed buildings (and the changes they will cause due to the exterior of their properties) will not allow the distinct character of the Downtown district to remain intact. They will radically alter, in a negative way, the distinct character of the Downtown district.*

These guidelines are intended to provide a clear framework for making sure that changes to the exterior of properties within Salisbury's historic districts are made appropriately and consistently. This ensures that changes to individual properties do not negatively impact surrounding properties or the overall character of the neighborhood. Maintaining a neighborhood's historic character has social, economic, and environmental benefits beyond achieving a particular aesthetic appearance.

- *The proposed buildings will negatively impact surrounding properties and the overall character of the neighborhood and will negatively affect the positive social, economic, and environmental benefits that the Downtown district currently experiences. Well-maintained, coherent, historic downtowns are major attractions in the region and the proposed buildings will compromise Salisbury's Downtown district and hurt the district's character relative to similar districts in other municipalities.*

BENEFITS OF HISTORICAL PRESERVATION

Page 14: Social and Economic

Historic preservation can attract visitors and investment to the area. Well preserved historic buildings set Salisbury apart from communities filled with new construction, which tend to lack "personality" or individual distinction.

Historic preservation can also help to fuel the local economy. Rehabilitation projects provide more local jobs as compared to new construction, as a larger percentage of the project cost is for labor. The same cannot typically be said of new construction due to the

widespread and common use of prefabrication, which effectively outsources work from beyond the local economy.

Multiple studies have shown consistently that communities with revitalized historic neighborhoods have higher property values which are stabilized over time. Such neighborhoods improve the local municipal tax base and are indicators of a healthy community which can attract relocating existing businesses and new startups to the area.

- *The proposed buildings are wildly different from the types of historic buildings that exist in the Downtown district and will negatively impact the overall “personality” of the district and its buildings. The proposed buildings also lack individual distinction, appearing to be similar to typical condo buildings seen in cities and towns throughout the country.*
- *While new buildings could help revitalize the district, the buildings being undistinctive and non-complementary would not revitalize the district but cheapen and genericize it.*

Page 15: Other Benefits

In addition to social, economic, and environmental benefits, historic preservation helps a community to maintain a particular sense of place. It helps to maintain a physical connection to community heritage and promotes heritage tourism, attracting visitors and activities to the area.

Retaining the historic character of a community promotes beauty and can improve the overall quality of life for its inhabitants. Local historic districts encourage better quality design for new buildings, additions, and renovations. Living and/or working in an attractive environment can provide psychological benefits.

- *The proposed buildings would not help the community maintain a particular sense of place. They would take up a massive footprint with modern materials and undistinctive massing not at all in keeping with the historic buildings in the district.*
- *The buildings would not help maintain a physical connection to community heritage nor would they promote heritage tourism. Heritage tourists would likely prefer to visit other cities and towns in the region that have coherent historic downtowns that do not have triumvirates of oddly out of place, sprawling buildings dominating what was once a district dominated by charming historic buildings.*
- *The proposed projects do not add beauty to the district but rather cookie cutter style buildings. Quality of life for the district’s inhabitants would not be improved by such buildings. The psychological benefits they receive from living and working in the district may diminish through the construction of the proposed buildings.*

SALISBURY HISTORIC DISTRICT COMMISSION (SHDC)

Page 17:

The Historic District Regulations are not intended to limit new construction, alteration or repair but, rather, to ensure that all exterior work is appropriate and does not cause irreversible damage to the historic property and the surrounding neighborhood.

- *Staff has no desire to limit new construction. Just the opposite: attractive, historically sensitive buildings could add much to the character and value of the district and improve*

the quality of life of those who live and work in it. The exterior work proposed in this application does not align with those goals.

FACTORS THE COMMISSION CONSIDERS

Page 37:

The SHDC Rules and Regulations mandate that the Commission must “strictly judge” plans for changes to sites or structures determined to be of historic, archaeological, or architectural significance. This means that the Secretary of the Interior’s Standards must be upheld to the greatest extent possible for contributing properties within each district. The Rules and Regulations also mandate that the Commission “may not strictly judge” plans for changes for a non-contributing site or new construction unless the proposed changes would “seriously impair the historic, archaeological, or architectural significance” of the surrounding area.

- *The proposed buildings would seriously impair the historic and architectural significance of the surrounding area. A district that had heretofore been occupied by, as a vast majority, interesting, distinctive, attractive buildings that make a coherent, charming whole of a district would be grossly compromised and bastardized by cheaply clad buildings of outsized footprints, clustered together in their taking up of much of the remaining readily buildable area of the district.*
- *The application does not address the significant archaeological resources that appear to be present on the project sites that would be disturbed by excavation for the new buildings. No less than six (6) historic building sites are present within the footprints of the proposed buildings (as mentioned at the top of this report, sourced from the City of Salisbury’s Historic Sites GIS viewer) and there is no indication from the application that the proposed work will show any respect to the archaeological resources presumed present nor will undertake typical explorations and safeguards any recoverable structures or artifacts.*

HISTORY OF SALISBURY

Page 44: Downtown Historic District

The design and construction of its structures meet the City’s now well-established requirement for the use of brick and stone as building materials. The district’s buildings are typically two to three story brick buildings fronting on Main Street, Division Street and other streets perpendicular to Main Street.

- *The proposed structures do not meet the well-established building material requirement. They do not propose any stone as building materials. They propose a limited amount of face brick.*
- *The buildings do not match the typically two to three story typologies where they are proposed on Market Street, a street perpendicular to Main Street.*

Virtually every building in Downtown, except for the Wicomico County Courthouse, was destroyed in the 1886 fire. The City, in their second major reconstruction effort, mandated that only brick, stone, and iron be used in the construction of new buildings. Rebuilding

happened quickly - multiple businesses reopened to restore the City's commercial center as early as 1887.

- *The exclusively mandated building materials of brick, stone, and iron are barely or not at all used in the proposed new construction. Instead, cheaper, out of character materials like vinyl, aluminum, and fiber board are proposed to predominate the buildings.*

Various architectural styles emerged in Downtown as a result of rebuilding after the 1886 fire. This included examples of the Beaux-Arts, Victorian, Gothic, Romanesque Revival and Renaissance Revival styles, among others.

- *While particular building styles are not to be dictated for new construction, no attempt is made to either follow or complement any of the typical styles found in the Downtown district.*

The Downtown Historic District is characterized by wide streets and sidewalks and densely packed masonry buildings featuring retail and commercial space at the ground floor level. Street trees are found throughout the District, and significantly mature trees are present on the property of the City Hall. The Plaza area of Main Street incorporates brick paving as a decorative element, which defines café areas and pedestrian crossings. The District's orientation around Main and Division Streets provides a strong and continuous building frontage, with civic structures that reinforce and establish a sense of place.

- *The proposed buildings offer limited masonry cladding. They are proposed as mega-buildings, therefore preventing the construction of densely packed buildings. A striking component of the visual character of the Downtown district is the frequent breaks between buildings. The proposed mega-buildings vainly attempt to break up the monotony of their facades with varyingly frequent line and color breaks that look arbitrary, forced, unimaginative, incoherent, and uncomplimentary.*

ADDITIONS AND NEW CONSTRUCTION

Page 98:

Owners should work closely with both the Historic District Commission and the Zoning Commission if adding to a historic building or constructing a new building in a historic district. Even if an addition or a new structure is approved by the HDC as being consistent with the historic character of the neighborhood, it is likely that an owner will have to obtain approval from the Zoning Commission before proceeding.

- *Working closely entails more than submitting a single, massive application in one fell swoop. The applicant could have thoughtfully presented concepts and elements in a way that allowed for Commission feedback that would have guided the project towards complying with all guidelines, codes, and relevant plans. This did not happen.*

All additions shall be sensitive in style, size, location to the historic building and the immediate surroundings within the historic district. Careful planning, staging and phasing

shall be considered to minimize disruption of original building systems, components and operations.

- *Sensitivity in construction must be shown towards immediate surroundings within the historic district. While this is reference to additions specifically, the same would bode well for new construction that seeks to comply with guidelines discussed above.*

ARCHITECTURAL STYLE GUIDE

Relevant architectural styles intended to inform development decisions can be found on Pages 50, 51, 54, 55, 56, 57, 62, 63, 64, 65, 66 and 67.

UNIVERSAL GUIDELINES

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.
- *The buildings do not propose to use materials in keeping with those already in use on their blocks. They propose an unwieldy and uninteresting variety of modern materials that do not frequently (or at all) appear on their blocks such as vinyl, aluminum, and fiber cladding.*
 - 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
- *While the proposed buildings do not indicate the use of wood on their exteriors, for some reason they seek to mimic the look of unpainted wood in the use of multiple other materials. Both aluminum and fiber board are proposed as unpainted “wood look” exterior elements to the buildings. The proposal goes to lengths to come as close as possible to directly violating explicit material guidelines. Proposed wood-look materials include:*
 - *PVC Plankwall – Weathered Teak (unpainted look)*
 - *Prefab Metal Canopy – Colony Maple – Wood grain finishes (unpainted look)*
 - *Fiber Cement Panel – Cedar – Vintage wood Wood Series (unpainted look)*
 - *Vinyl Siding – wood texture (Slate color painted look)*
 - *Vinyl Siding – wood texture (Sterling Gray painted look)*
 - *Vinyl Siding – wood texture (Colonia White painted look)*
 - *Fiber Cement Panel – wood texture (Almost Black (Smooth) painted look)*
 - *Privacy Beam Metal Longboard (Dark Knotty Pine)*

Guideline 23: New Doors for Additions and New Construction

- a. Doors on additions to historic buildings should be complimentary to the style, scale, and design of the doors on the main body of the historic building.
 - b. Doors on new construction in the historic district should be complimentary to the style, scale, and design of the doors on the main body of the new building and complimentary to those throughout the district.
- *While examples of doors have not been provided, renderings indicate doors that are not complementary to those predominant throughout the district. This project's doors appear to often be largely glass, with black casing. This style of door does not match or otherwise align with or complement many other Downtown district doors.*

Guideline 24: Roofing Material

- a. Retain and repair the historic roof material when feasible.
 - b. Where replacement is necessary, match the historic materials as closely as possible in terms of material, size, color, and pattern.
 - c. Requests for substitute roofing materials will be reviewed on a case-by-case basis.
 - d. When asphalt shingles are used to replace wood or slate, heavy weight architectural shingles which provide depth and variation, and which match the shape of the historic materials, are preferred.
 - e. Roofing materials on additions should match or mimic the material on the main body of the historic building.
 - f. Roofing materials on new construction should be consistent with the prevalent roofing material on surrounding buildings.
 - g. Repair of isolated sections of a roof must match the existing tiles in material composition, style, size and color.
- *It is unclear from renderings what exactly the roofs are proposed to look like or what materials are proposed. While these proposed buildings would rise above most buildings in the Downtown district and the roofs would sometimes not be visible, they may be visible from certain buildings including the City's existing parking garage.*

Guideline 36: New Construction

In planning new construction in downtown Salisbury, building form and streetscape elements should be carefully considered. Streetscape elements can reinforce the area's attractiveness and make it a desirable place to live or do business. Elements within the Downtown Historic District include a regular setback of building facades, which provides an unbroken view along the street and close placement of buildings.

- 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.
- *The proposed structures are radically different in scale from most of the surrounding structures. They have footprints many times the size of all neighboring buildings aside from the library. Their proposed height is also greater than many neighboring buildings. Similarly, their proportion is often not compatible with adjacent structures.*
 - *It is not entirely clear where all the trash and delivery activities are intended to occur. At the applicant's appearance before the Planning and Zoning Commission they seemed to indicate deliveries from services like Amazon were expected to happen on the street in front of the buildings.*

GUIDELINES FOR COMMERCIAL PROPERTIES

Guideline 37: Façade Configuration

As described in Section 3, there are several building types associated with commercial architecture. These forms are a character defining feature of commercial buildings and their order and arrangement must be maintained.

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

Best Choice: Maintain the existing historic façade configuration, including fenestration and ornamentation. Restore the historic configuration of altered commercial properties based on physical or documentary evidence.

Good Alternative: Alter the layout of historic storefronts to accommodate changing needs while maintaining as much of the original fabric and configuration as possible. Alter the existing façade configuration in the least invasive manner possible. Provide additional access points in a location that will not disrupt the rhythm of the historic façade.

Not Appropriate: Wholesale reconfiguration of a building's façade to create a different appearance. Infilling existing window openings. Creating new window openings which are not complimentary to the historic character of the building.

- *It is not clear whether the commercial-component building maintains the historic compositional principles of historic commercial buildings. Proposed façades do not maintain the historic entrance style with flanking displays. Compositional layout*

including two- and three-part block configurations do not appear to be maintained throughout the building complex, with many arbitrary façade breaks proposed instead.

Areas of the Salisbury Municipal Code to be considered:

17.52.10 - Intent.

- A. The intent in establishing historic districts is to safeguard and promote the history of Salisbury by preserving areas, structures and sites of cultural, social, economic, political, architectural and historical significance; to strengthen and improve the local economy by stabilizing and improving property values in these areas; to foster civic beauty; and to promote the use and preservation of these areas for the education, welfare and pleasure of the public. These areas contain numerous structures and sites representing a variety of historic and architectural periods which, once lost, cannot be replaced.
 - B. The regulations within these districts are established:
 1. To protect against destruction of or encroachment upon these areas and the structures and premises therein;
 2. To encourage uses which will lead to their continuance, conservation and improvement in a manner appropriate to the preservation of a cultural, social, economic, political and archeological heritage of the city;
 3. To prevent creation of environmental influences adverse to such purposes;
 4. To assure that new structures and uses within such districts will be in keeping with the character to be preserved and enhanced.
 - C. The following general regulations and historic districts are based upon this intent, which is consistent with the historic preservation goals and recommendations contained in the city's adopted metro core comprehensive plan.
- *The extremely ill-fitting buildings proposed do not safeguard and promote the history of Salisbury. They do not preserve the Downtown area, propose to change it drastically and in a way does not foster civic beauty or promote preservation. The proposed project encroaches upon the historic buildings in the Downtown district with a project that does not complement or enhance them.*
 - *The proposed new structures and uses will not be in keeping with the character to be preserved and enhanced. The buildings are radically different than the historic buildings in the district and do not enhance them with exceptional, complementary architecture. The overwhelmingly residential use of the proposed buildings is a dramatic departure from the district's existing use typical use breakdown.*

17.60.010 - Purpose.

At the request of the City of Salisbury and other interested parties, the Regional Urban Design Assistance Team (R/UDAT) of the American Institute of Architects completed a study of the downtown area in May, 1980. Its report recommended a strong traditional Main Street image, the reestablishment of the downtown area as the historical center, the restoration and rehabilitation of older or architecturally significant buildings and the encouragement of construction of new structures of architectural quality or merit compatible with their neighbors but not necessarily of the same style. The downtown historic district is established in keeping with this recommendation and to stabilize and improve property values in the downtown area, to strengthen the local

economy, to foster civic pride, to protect against the destruction and deterioration of the downtown and to lead to its continuance of preservation.

17.60.20 - Downtown historic district commission.

A. The historic district commission established in accordance with the provisions of Sections 17.52.070 and 17.52.080 of this title shall serve as the commission for the downtown historic district.

B. The downtown merchants association or any other interested organization may submit to the city council names of persons for consideration as members of the historic district commission.

C. In addition to the requirements of Section 17.52.100(C) of this title, when reviewing applications and plans, the commission shall consider the "traditional main street" concept enunciated in the R/UDAT report, dated May, 1980, and the desirability of new buildings and diversity in architecture.

D. The local members of the Chesapeake Bay chapter of the Maryland Society of Architects are authorized to serve as professional advisors to the downtown historic district commission.

E. The city council is aware that the tasteless use of commercial paint colors under the guise of ordinary maintenance may have a very detrimental effect on buildings in the district and, in fact, do violence to the very intent of the district. Therefore, the commission shall adopt a color chart with a large selection of suitable exterior colors and, in adopting this color chart, employ and consolidate charts from various paint stores, dealers and companies, which shall be kept available in the office of the building inspector for consideration by property owners. The commission shall informally consult with property owners upon request as to possible colors and combinations thereof prior to actual filing of an application by a property owner in order to minimize delay in approval.

- *The proposed buildings neither exhibit architectural quality nor merit nor are they compatible with their neighbors. Rather than fostering civic pride in the unique nature and character of the Downtown district, they seek to radically change it.*

17.52.100 - Powers and duties.

B. In reviewing an application and plans, an historic district commission shall give consideration to:

1. The historic, archeological and architectural significance of the site or structure and its relationship to the historic, archeological or architectural significance of the surrounding area;
2. The relationship of the exterior architectural features of the structure to the remainder of the structure and to the surrounding area;
3. The general compatibility of exterior design, scale, proportion, arrangement, texture, and materials proposed to be used; and
4. Any other factors, including aesthetic, which the commission deems to be pertinent.

- *The proposed design, scale, proportion, arrangement, texture and materials do not relate favorably to the surrounding area.*

D. Strictness in Judgment of Plans; Limiting Architectural Style to One Period.

1. The commission shall strictly judge plans for sites or structure determined by research to be of historic, archeological, or architectural significance.
 2. Unless the plans would seriously impair the historic, archeological, or architectural significance of the surrounding site or structure, the historic district commission may not strictly judge plans:
 - a. For a site or structure of little historic, archeological, or architectural significance; or
 - b. Involving new construction.
 3. The commission is not required to limit construction, reconstruction, or alteration to the architectural style of any one period.
- *The plans would seriously impair the historic, archaeological, and architectural significance of the surrounding site and structures.*
 - *The Commission is not to dictate a specific style or period of architecture – it is simply meant to see to it that construction in the district complements, enhances, and meshes with the cultural and historical value of the district.*

E. Special Consideration.

1. In the case of an application for construction, reconstruction, or alteration affecting a site or the exterior appearance of a structure or for the moving or demolition of a structure, which a commission deems of unusual importance to the city or unusual importance to the entire state or nation, the commission shall attempt, with the owner of the structure, to formulate an economically feasible plan to preserve the site or structure.
 2. Unless a commission is satisfied that proposed construction, alteration, reconstruction, moving or demolition will not materially impair the historic, archeological, or architectural significance of a site or structure, the commission shall reject the application and shall file with the Housing and Community Development Department a copy of the rejection of such application.
 3. If an application is submitted for construction, reconstruction, alteration or for moving or demolition of a site or structure that a commission deems of unusual importance, and no economically feasible plan can be formulated, the commission shall have ninety (90) days from the time it concludes that no economically feasible plan can be formulated to negotiate with the owner and other parties in an effort to find a means of preserving the site or structure.
- *The proposed construction would materially impair the historic, archaeological, and architectural significance of the site. Rather than proposing structures in keeping with the historic character of the district, buildings that would cause such great, irreparable impairment are proposed instead.*

Areas of the Regional Urban Design Assistance Team (1980) to be considered:

Page 9: Recommendations

New Construction:

Respond to current active proposals

- Motel
- State Office Building
- Professional/Medical Offices

- Jail and Museum facilities
- Investigate new potential projects
- Farmer's/Fisherman's market
 - Arena stage in Plaza
 - Quality restaurants (riverfront)
 - Multi-story apartment build
 - Wholesale market
 - Riverfront "crescent" housing
 - Cinemas

- *The R/UDAT report did not consider or recommend massive residential structures nor structures that were overwhelmingly residential, with ancillary commercial uses.*

Page 24: Downtown Plan – Design Quality

An aesthetically attractive environment is an essential element in re-establishing the desirability of downtown. New architecture of the highest quality, restoration work, landscape architecture, parks, plazas and riverfront walkways, signs, graphics and landscaped parking areas can all contribute to the public perception of an exceptionally attractive place. Older buildings should be restored, and facades made of incompatible facing materials, added as “modernizations” should be removed. New buildings which are near the Plaza might well utilize materials which are harmonious in color and texture with the older buildings. However, they should not attempt to copy the detailing of historic buildings.

- *The proposed new architecture is not of the highest quality. It has the look of typical downtown condo development.*

Page 38: Perspective of Typical Façade Rehabilitation

The drawing represents a way to recall the original character of a previous era of that image. The canopies over the ground floor of the commercial buildings provide shading from the sun as well as shelter while shopping during inclement weather. Street lights provide adequate lighting for early evening shopping or late evening strolling and window shopping in the Downtown Plaza.

Fine graphic designs on the walls of the buildings serve to identify each business of professional office and an enjoyable ambience for downtown. Additional architectural devices such as flags or banners further enhance the attractiveness of the buildings. Various pavement patterns contribute to a special sense of place. Decorative, moulded roof lines are emphasized to capture Victorian and Colonial style architecture of the many buildings. Natural amenities such as trees and planting boxes in the windows of commercial buildings are encouraged. Such attractive elements, both natural and architectural, serve as a means of attracting people downtown and will be instrumental in establishing a sense of quality rare in shopping centers.

- *The proposed project does not include special, unique, attractive elements that will serve to draw shoppers and visitors to the area and add to a sense of place. Rather, it seeks to build run of the mill condo units for a limited number of residents to enjoy supposed luxury amenities in a location that could be central to the enhancement and development of the Downtown district as a cultural destination and gathering point for the wider region.*

Areas of the Regional Urban Design Assistance Team (1980) to be considered:

Page 24: Downtown Plan – Design Quality

An aesthetically attractive environment is an essential element in re-establishing the desirability of downtown. New architecture of the highest quality, restoration work, landscape architecture, parks, plazas and riverfront walkways, signs, graphics and landscaped parking areas can all contribute to the public perception of an exceptionally attractive place. Older buildings should be restored, and facades made of incompatible facing materials, added as “modernizations” should be removed. New buildings which are near the Plaza might well utilize materials which are harmonious in color and texture with the older buildings. However, they should not attempt to copy the detailing of historic buildings.

- *The R/UDAT report indicated that new architecture should be of the highest quality. The proposed buildings do not meet that standard.*

Page 38: Perspective of Typical Façade Rehabilitation

The drawing represents a way to recall the original character of a previous era of that image. The canopies over the ground floor of the commercial buildings provide shading from the sun as well as shelter while shopping during inclement weather. Street lights provide adequate lighting for early evening shopping or late evening strolling and window shopping in the Downtown Plaza.

Fine graphic designs on the walls of the buildings serve to identify each business of professional office and an enjoyable ambience for downtown. Additional architectural devices such as flags or banners further enhance the attractiveness of the buildings. Various pavement patterns contribute to a special sense of place. Decorative, moulded roof lines are emphasized to capture Victorian and Colonial style architecture of the many buildings. Natural amenities such as trees and planting boxes in the windows of commercial buildings are encouraged. Such attractive elements, both natural and architectural, serve as a means of attracting people downtown and will be instrumental in establishing a sense of quality rare in shopping centers.

- *The proposed projects do not include fine graphic designs or decorations that contribute to a special sense of place that will attract people downtown and lead to advancing the Downtown historic district as a cultural attraction for the wider region, as it could and should be.*

Areas of the Department of the Interior’s Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring and Reconstructing Historic Buildings to be considered:

REHABILITATION

Page 146: Setting (District/Neighborhood [Page 21])

RECOMMENDED	NOT RECOMMENDED
Designing new features (such as parking areas, access ramps, or lighting), when required by a new use, so that they are as unobtrusive as possible, retain the historic relationships between buildings and the landscape in the setting, and are compatible with the historic character of the setting.	Locating parking areas directly adjacent to historic buildings where vehicles may cause damage to buildings or landscape features or when they negatively impact the historic character of the setting if landscape features and plant materials are removed.
Designing new exterior additions to historic buildings or adjacent new construction that are compatible with the historic character of the setting that preserve the historic relationship between the buildings and the landscape.	Introducing new construction into historic districts which is visually incompatible or that destroys historic relationships within the setting, or which damages or destroys important landscape features.
Removing non-significant buildings, additions, or landscape features which detract from the historic character of the setting.	Removing a historic building, a building feature, or landscape feature which is important in defining the historic character of the setting.

- *The adjacent new construction proposed is not compatible with the historic character of the setting. The proposed construction detracts from the historic character of the setting.*

Page 161: New Additions to Historic Buildings and Related New Construction

RECOMMENDED	NOT RECOMMENDED
Adding a new building to a historic site or property only if the requirements for a new or continuing use cannot be accommodated within the existing structure or structure	Adding a new building to a historic site or property when the project requirements could be accommodated within the existing structure or structures.
Locating new construction far enough away from the historic building, when possible, where it will be minimally visible and will not negatively affect the building’s character, the site, or setting.	Placing new construction too close to the historic building so that it negatively impacts the building’s character, the site, or setting.

- *This massive proposed new construction, which is radically different from the surrounding neighborhood, is located right next to many historic structures and will overwhelm and dominate them and the entire neighborhood and so will negatively impact the historic setting.*

Page 162: New Additions to Historic Buildings and Related New Construction

RECOMMENDED	NOT RECOMMENDED
Designing new construction on a historic site or in a historic setting that it is compatible but differentiated from the historic building or buildings.	Replicating the features of the historic building when designing a new building, with the result that it may be confused as historic or original to the site or setting.
Considering the design for related new construction in terms of its relationship to the historic building as well as the historic district and setting.	
Ensuring that new construction is secondary to the historic building and does not detract from its significance.	Adding new construction that results in the diminution or loss of the historic character of the building, including its design, materials, location, or setting. Constructing a new building on a historic property or on an adjacent site that is much larger than the historic building. Designing new buildings or groups of buildings to meet a new use that are not compatible in scale or design with the character of the historic building and the site, such as apartments on a historic school property that are too residential in appearance.
Using site features or land formations, such as trees or sloping terrain, to help minimize the new construction and its impact on the historic building and property.	
Designing an addition to a historic building in a densely-built location (such as a downtown commercial district) to appear as a separate building or infill, rather than as an addition. In such a setting, the addition or the infill structure must be compatible with the size and scale of the historic building and surrounding buildings—usually the front elevation of the new building should be in the same plane (i.e., not set back from the historic building). This approach may also provide the opportunity for a larger addition or infill when the façade can be broken up into smaller elements that are consistent with the scale of the historic building and surrounding buildings.	

- *The new construction is not compatible with the nearby historic buildings.*
- *The new construction on adjacent sites adjacent to historic buildings will result in the diminution and loss of character in the neighborhood. The design, scale, and use proposed are not compatible with the Downtown historic district.*

Staff Findings Prepared By: Nick Voitiuc
Infrastructure and Development
125 N Division Street, Suite 304
Salisbury, MD 21801
(410) 548-3170
Date: June 17, 2025

Real Property Data Search ()
Search Result for WICOMICO COUNTY

[View Map](#)

[View GroundRent Redemption](#)

[View GroundRent Registration](#)

Special Tax Recapture: None

Account Identifier: District - 09 Account Number - 061002

Owner Information

Owner Name: SALISBURY TOWN CENTER APARTMENTS LLC**Use:** COMMERCIAL
Mailing Address: 150 W MARKET ST
#101
SALISBURY MD 21801-
Principal Residence: NO
Deed Reference: /05321/ 00043

Location & Structure Information

Premises Address: 131 CIRCLE AVE
SALISBURY 21801-0000
Legal Description: L- 3; 42,024 SQFT
131 CIRCLE AVENUE
RESUB SALISBURY TOWN CENTER

Map:	Grid:	Parcel:	Neighborhood:	Subdivision:	Section:	Block:	Lot:	Assessment Year:	Plat No:
0107	0014	1071	21003.23	0000			3	2024	0017/ 0730

Town: SALISBURY

Primary Structure Built	Above Grade Living Area	Finished Basement Area	Property Land Area	County Use
			42,024 SF	

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

Value Information

	Base Value	Value	Phase-in Assessments	
		As of	As of	As of
		01/01/2021	07/01/2023	07/01/2024
Land:	420,200	420,200		
Improvements	88,600	88,600		
Total:	508,800	508,800	508,800	
Preferential Land:	0			

Transfer Information

Seller: CITY OF SALISBURY	Date: 11/14/2023	Price: \$275,000
Type: ARMS LENGTH MULTIPLE	Deed1: /05321/ 00043	Deed2:
Seller:	Date:	Price:
Type:	Deed1:	Deed2:
Seller:	Date:	Price:
Type:	Deed1:	Deed2:

Exemption Information

Partial Exempt Assessments:	Class	07/01/2023	07/01/2024
County:	000	1,617,600.00	
State:	000	1,617,600.00	
Municipal:	000	1,617,600.00	1,617,600.00

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:

Real Property Data Search ()
Search Result for WICOMICO COUNTY

[View Map](#)

[View GroundRent Redemption](#)

[View GroundRent Registration](#)

Special Tax Recapture: None

Account Identifier: District - 09 Account Number - 055207

Owner Information

Owner Name: SALISBURY TOWN CENTER APARTMENTS LLC**Use:** COMMERCIAL
Mailing Address: 150 W MARKET ST
#101
SALISBURY MD 21801
Principal Residence: NO
Deed Reference: /05321/ 00043

Location & Structure Information

Premises Address: 118 CIRCLE AVE
SALISBURY 21801-0000
Legal Description: L-5; 1.08 AC
118 CIRCLE AVENUE
RESUB SALISBURY TOWN CENTER

Map:	Grid:	Parcel:	Neighborhood:	Subdivision:	Section:	Block:	Lot:	Assessment Year:	Plat No:
0107	0020	1077	20003.23	0000			5	2024	Plat Ref: 0017/ 0730

Town: SALISBURY

Primary Structure Built	Above Grade Living Area	Finished Basement Area	Property Land Area	County Use
			1.0800 AC	

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

Value Information

	Base Value	Value	Phase-in Assessments	
		As of	As of	As of
		01/01/2021	07/01/2023	07/01/2024
Land:	470,400	470,400		
Improvements	4,800	4,800		
Total:	475,200	475,200	475,200	
Preferential Land:	0			

Transfer Information

Seller: SALISBURY CITY OF	Date: 11/14/2023	Price: \$275,000
Type: ARMS LENGTH MULTIPLE	Deed1: /05321/ 00043	Deed2:
Seller: CAREY, T HOWARD ETAL	Date: 10/30/1987	Price: \$90,000
Type: ARMS LENGTH IMPROVED	Deed1: /01123/ 00664	Deed2:
Seller:	Date:	Price:
Type:	Deed1:	Deed2:

Exemption Information

Partial Exempt Assessments:	Class	07/01/2023	07/01/2024
County:	000	55,400.00	
State:	000	55,400.00	
Municipal:	000	55,400.00	55,400.00

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:

Real Property Data Search ()
Search Result for WICOMICO COUNTY

[View Map](#)

[View GroundRent Redemption](#)

[View GroundRent Registration](#)

Special Tax Recapture: None

Account Identifier: District - 09 Account Number - 052534

Owner Information

Owner Name: SALISBURY TOWN CENTER APARTMENTS LLC**Use:** COMMERCIAL
Principal Residence: NO
Mailing Address: 150 W MARKET ST
#101
SALISBURY MD 21801-
Deed Reference: /05321/ 00043

Location & Structure Information

Premises Address: 149 W MARKET ST
SALISBURY 21801-0000
Legal Description: L - 6; 19,900 SQFT
149 W MARKET STREET
RESUB SALISBURY TOWN CENTER

Map:	Grid:	Parcel:	Neighborhood:	Subdivision:	Section:	Block:	Lot:	Assessment Year:	Plat No:
0107	0014	1066	21003.23	0000			6	2024	Plat Ref: 0017/ 0730

Town: SALISBURY

Primary Structure Built	Above Grade Living Area	Finished Basement Area	Property Land Area	County Use
			19,900 SF	

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

Value Information

	Base Value	Value	Phase-in Assessments	
		As of	As of	As of
		01/01/2021	07/01/2023	07/01/2024
Land:	199,000	199,000		
Improvements	1,000	1,000		
Total:	200,000	200,000	200,000	
Preferential Land:	0			

Transfer Information

Seller: SALISBURY CITY OF	Date: 11/14/2023	Price: \$275,000
Type: ARMS LENGTH MULTIPLE	Deed1: /05321/ 00043	Deed2:
Seller: CANNON, ROBERT P	Date: 06/30/1977	Price: \$0
Type: ARMS LENGTH IMPROVED	Deed1: /00878/ 00632	Deed2:
Seller: CANNON, ROBERT P	Date: 06/22/1976	Price: \$21,000
Type: ARMS LENGTH IMPROVED	Deed1: /00000/ 00018	Deed2:

Exemption Information

Partial Exempt Assessments:	Class	07/01/2023	07/01/2024
County:	000	198,300.00	
State:	000	198,300.00	
Municipal:	000	198,300.00]	198,300.00]

Special Tax Recapture: None

Homestead Application Information

Homestead Application Status: No Application

Homeowners' Tax Credit Application Information

Homeowners' Tax Credit Application Status: No Application
Date:

Salisbury Historic District Commission

Hearing Notification

Hearing Date:	June 24, 2026
Time:	7:00 pm
Location:	Government Office Building 125 N. Division Street Salisbury, MD. 21804 Room 301
Case Number:	#26-15
Commission Considering:	Sign
Owner's Name:	Tyler Banez
Applicant Name:	Gary Spence
Agent/Contractor:	Phillips Signs
Subject Property Address:	501C W Main St. Salisbury, MD 21801
Historic District:	Downtown Historic District
Use Category:	Mixed Residential/Retail
Chairman:	Mr. 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: _____

Case #: _____

Date Accepted as Complete: _____

Action Required By (45 days): _____

Subject Location: 5016 Westmain St Salisbury MD 21801

Owner Name: 5016 W. main St Salisbury MD LLC

Application by: Phillips Signs Inc

Owner Address: 1016 Kensington Washington NJ 07801

Applicant Address: 20874 Sussex Hwy Sanford DE 19973

Owner Phone: 720-364-8642

Applicant Phone: 302-381-8179

Owner Email: brantmk@hotmail.com

Work Involves: ☐ Alterations ☐ New Construction ☐ Addition Other _____
☐ Demolition ☒ Sign ☐ Awning Estimated Cost: \$6,100.00

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.

I will be replacing the existing sign with a new sign that is made out of the same aluminum material. There will also be a digital print like the one on the building now.

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 GARY Spence (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 4-8-2026

Application Processor (Date)

Secretary, S.H.D.C. (Date)



SCOPE OF WORK

Qty: 1
Cut Vinyl
on Aluminum
36" x 60"



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

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IF APPLICABLE, THIS SIGN IS INTENDED TO BE INSTALLED IN ACCORDANCE WITH THE REQUIREMENTS OF ARTICLE 600 OF THE NATIONAL ELECTRICAL CODE AND/OR OTHER APPLICABLE LOCAL CODES. THIS INCLUDES PROPER GROUNDING AND BONDING OF THE SIGN

CUSTOMER INFORMATION

Customer: Yummie Banh Mi
Address: 501 W Main St, Salisbury, MD 21801

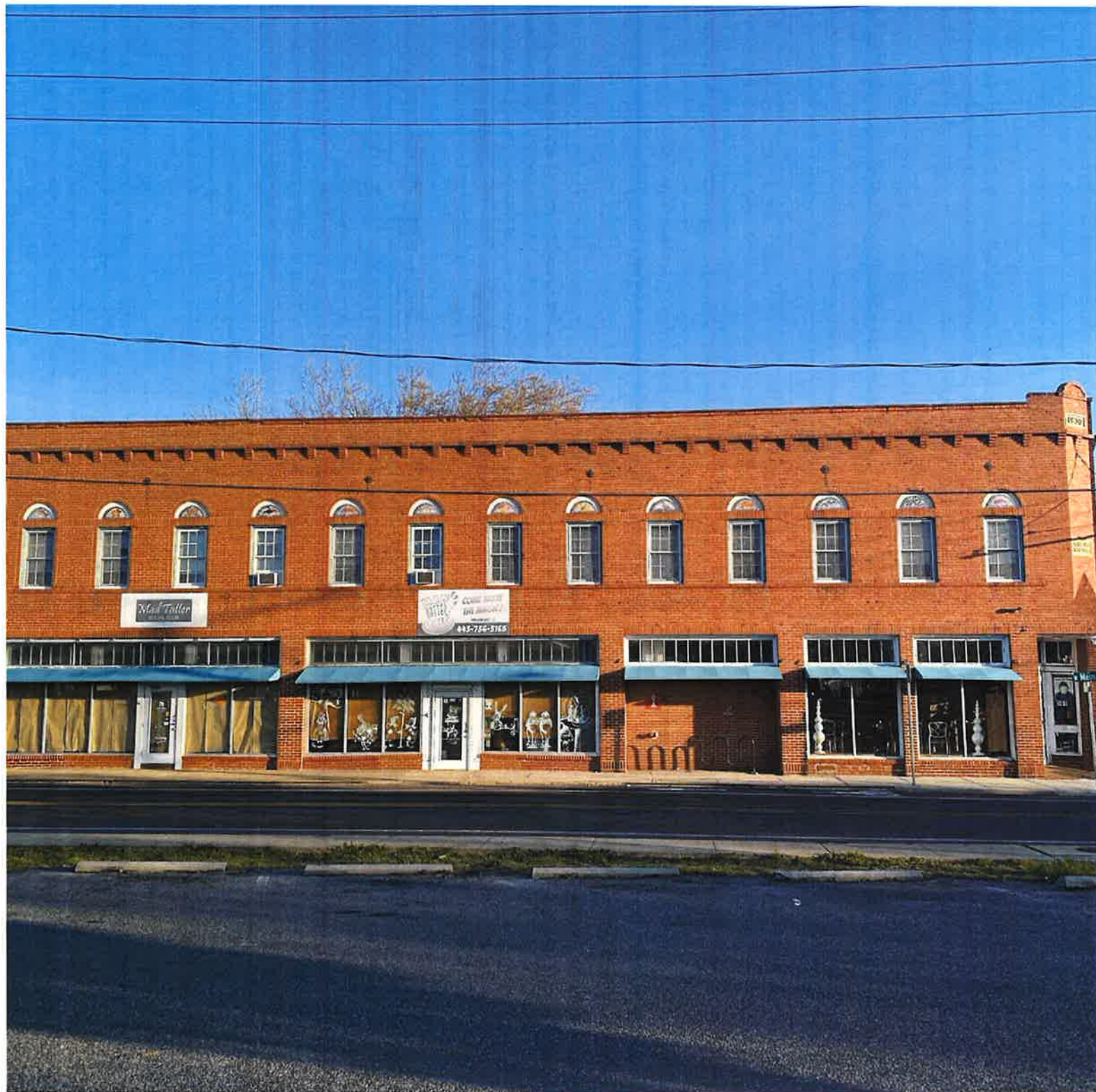
Date: 5-28-26
Designer: Tyler Banez
Sales: Gary Spence

IF APPROVED, PLEASE SIGN

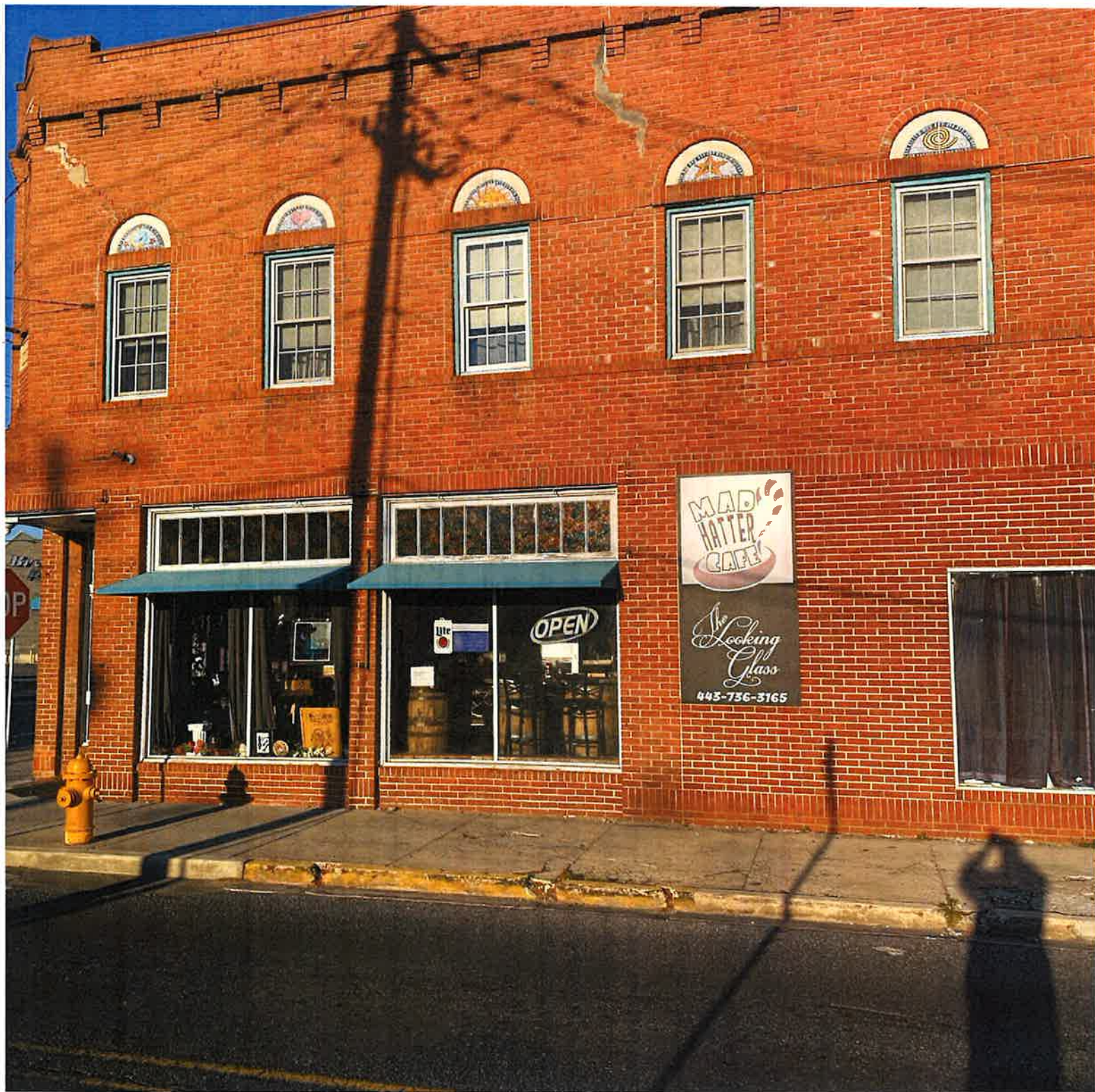
Customer:

Signed:

Date:









Salisbury Historic District Commission

STAFF FINDINGS

Meeting of June 24, 2026

Case Number:	#26-15
Commission Considering:	Sign
Owner Name:	NA
Owners Address:	1 Dickens Lane Washington, NJ 07882
Applicant Name:	same as owner
Applicant's Address:	same as owner
Agent/Contractor:	N/A
Subject Property Address:	501C W Main St Salisbury, MD 21801
Historic District:	Downtown Historic District
Use Category:	Commercial
Zoning Classification:	CBD - Central Business District
Structure / Site Description:	
Built Date:	1927
Enclosed Area:	5,044 sq. ft. (SDAT Real Property Database)
Lot Size:	8,911 sq. ft. (SDAT Real Property Database)
Number of Stories:	2
Contributing Structure:	Yes
Wicomico County Historic Survey on file:	No
Nearby Properties on County Survey:	Yes

Properties included below but not limited to:

- WI-117- Bridge 22009, Salisbury Bridge, West Main Street Bridge

- WI-268 – Port Exchange, Humphreys & Tilghman Building, Turner Bros. Co., Wholesale Grocers

Explanation of Request:

The applicant is seeking approval to replace the existing sign on the building with a new sign that is made of the same aluminum material. The sign will include a digital print similar to the one that is currently on the building.

Areas of Historic Guidelines to be considered:

UNIVERSAL GUIDELINES

Guideline 44: Preserve Historic Signs

- Historic signs, such as those constructed directly into an architecture detail of the structure should be maintained, and may be restored if necessary.
- Wording changes on existing historic signs should be in keeping with the overall character of the sign and the structure on which it is placed.
- Restore or recreate historic signs where sufficient documentation exists, if the restored or recreated sign would be in compliance with Salisbury's zoning ordinance.

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.

- Signs must not obscure or hide significant historic features or details. This includes windows, cornices, and architectural trim.
- Projecting signs must be located no less than eight feet above the sidewalk.
- Signs should be mounted to historic masonry buildings through the mortar joint, rather than through masonry units wherever possible.
- 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.
- Signs shall not be placed above the roof-line of any building in the Downtown Historic District, as per the zoning ordinance.
- Awning signs are permitted.

STAFF COMMENT

The staff recommends approval based on the fact that there is a similar sign on the building currently, as well as the applicant being in compliance with the above listed guidelines.

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: April 9, 2026

WI-330

Franklin Hotel

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-330
Franklin Hotel
Salisbury
Private

1930

Prominently marking the intersection of West Main and Lake streets on the west side of Salisbury's business district, the Franklin Hotel is a two-story, thirteen-bay by six-bay brick building distinguished by a series of recessed commercial fronts and arched window openings on the second floor. The principal entrance is located on the southeast corner of the old hotel, which is dated to 1930 by a large concrete plaque fixed in the top of the chamfered corner of the rectangular structure. At the second floor level there is a second concrete plaque embossed with the label "Mainlake Building." The stretcher bond street elevations are topped by a parapet wall accented with corbeled brickwork.

While housing a variety of businesses in the series of store fronts along West Main Street over the years, the two-story brick building is best known as the Franklin Hotel, where modest rooms were available to the scores traveling salesmen, sailors, and visitors who needed overnight lodging. The building was erected by the Larmar Corporation, an early twentieth century development company headed by J. H. Larmore.

MARYLAND HISTORIC PRESERVATION PLAN INFORMATION

RESOURCE NAME: Franklin Hotel

MHT INVENTORY NUMBER: WI-330

MARYLAND COMPREHENSIVE PLAN DATA

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

Maryland Historical Trust
State Historic Sites Inventory Form

MARYLAND INVENTORY OF
HISTORIC PROPERTIES

Survey No. WI-330

Magi No.

DOE ☐ yes ☐ no

1. Name (indicate preferred name)

historic Franklin Hotel

and/or common

2. Location

street & number 501 West Main Street ☐ not for publication

city, town Salisbury ☐ vicinity of congressional district First

state Maryland county Wicomico

3. Classification

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

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

name City of Salisbury

street & number P. O Box 4118 telephone no.:

city, town Salisbury state and zip code MD 21801

5. Location of Legal Description

courthouse, registry of deeds, etc. Wicomico County Clerk of Court Map 106, P. 3273
liber 1164

street & number Wicomico County Courthouse folio 858

city, town Salisbury state MD 21801

6. Representation in Existing Historical Surveys

title

date ☐ federal ☐ state ☐ county ☐ local

pository for survey records

city, town state

7. Description

Survey No. WI-330

Condition

☐ excellent
☒ good
☐ fair

☐ deteriorated
☐ ruins
☐ unexposed

Check one

☐ unaltered
☒ altered

Check one

☒ original site
☐ moved date of move _____

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

The Franklin Hotel, also known as the Mainlake Building, stands at 501 West Main Street on the west side of Salisbury, Wicomico County, Maryland. The two-story brick commercial block, built with a corner entrance, is oriented to the intersection of West Main and Lake streets.

Dated to 1930 by a concrete plaque, the two-story commercial block has a thirteen bay exposure on West Main Street and a six-bay exposure on Lake Street. The stretcher and common bond walls rise to a parapet roof that disguises the low sloping shed roof.

The south West Main Street elevation consists of a series of recessed commercial fronts on the first floor and thirteen evenly spaced window openings on the second floor. Each recessed commercial entrance bay is distinguished by large plate glass display windows on each side of a glazed front door. A soldier course of bricks span the commercial bays. The second floor windows, each featuring a round headed arch, are boarded up. The upper wall surface is marked by slightly corbeled brickwork under the parapet wall. The southeast corner of the building is cut in order to facilitate the corner entrance to the main commercial space. The recessed entrance door is flanked by sidelights, and the ceiling is covered with diagonal, beveled edge boards. Fixed in the wall above the entrance are two concrete plaques, one with the date "1930" and the other with the name "Mainlake Building."

The east Lake Street elevation is six bays across. A commercial entrance on the first floor has been bricked up, but the soldier course that spanned the former opening is clearly visible. The second floor is marked by six round arched windows that are currently boarded over.

The west side elevation is laid in seven to nine-course common bond with a stepped parapet wall decreasing in elevation towards the back of the building. Four boarded over windows light the second floor.

The north (rear) elevation is an asymmetrical wall of doors and windows. The brick is laid in seven to nine-course common bond. Attached to the northwest corner is a two-story concrete block addition.

8. Significance

Survey No. WI-330

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

Specific dates	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 marking the intersection of West Main and Lake streets on the west side of Salisbury's business district, the Franklin Hotel is a two-story, thirteen-bay by six-bay brick building distinguished by a series of recessed commercial fronts and arched window openings on the second floor. The principal entrance is located on the southeast corner of the old hotel, which is dated to 1930 by a large concrete plaque fixed in the top of the chamfered corner of the rectangular structure. At the second floor level there is a second concrete plaque embossed with the label "Mainlake Building." The stretcher bond street elevations are topped by a parapet wall accented with corbeled brickwork.

While housing a variety of businesses in the series of store fronts along West Main Street over the years, the two-story brick building is best known as the Franklin Hotel, where modest rooms were available to the scores traveling salesmen, sailors, and visitors who needed overnight lodging. The building was erected by the Lamar Corporation, an early twentieth century development company headed by J. H. Larmore.

The building is a significant element of Salisbury's West Main Street business district and is qualifies for listing in *Category A*, which identifies buildings that must be preserved due to their architectural and historical significance.

9. Major Bibliographical References

Survey No. WI-330

10. Geographical Data

Acreage of nominated property _____

Quadrangle name _____

Quadrangle scale _____

UTM References do NOT complete UTM references

A

--	--	--	--	--	--	--	--	--	--

Zone Easting NorthingB

--	--	--	--	--	--	--	--	--	--

Zone Easting NorthingC

--	--	--	--	--	--	--	--	--	--

D

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E

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F

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G

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H

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Verbal boundary description and justification _____

List all states and counties for properties overlapping state or county boundaries

state	code	county	code
-------	------	--------	------

state	code	county	code
-------	------	--------	------

11. Form Prepared By

name/title Paul B. Touart, Architectural Historian

organization Private Consultant

date 1/15/98

street & number P. O. Box 5

telephone 410-651-1094

city or town Westover

state Maryland 21871

The Maryland Historic Sites Inventory was officially created by an Act of the Maryland Legislature to be found in the Annotated Code of Maryland, Article 41, Section 181 KA, 1974 supplement.

The survey and inventory are being prepared for information and record purposes only and do not constitute any infringement of individual property rights.

return to: Maryland Historical Trust
Shaw House
21 State Circle
Annapolis, Maryland 21401
(301) 269-2438

MARYLAND HISTORICAL TRUST
DHCP/DHCD
100 COMMUNITY PLACE
CROWNSVILLE, MD 21032-2023
514-7600

WI-330
Franklin Hotel
West Main and Lake Streets
Salisbury, Wicomico County, Maryland
Chain of title

Map 106, Parcel 3273

1164/858

Gladys D. Church

to

City of Salisbury

Lot No. 2 as laid down on plat IDT 160/422

A J S 876/846

Larmar Corporation

to

6/1/1977

Earl C. Church
Gladys D. Church

IDT 160/420

Mary A. Wroten

to

12/4/1929

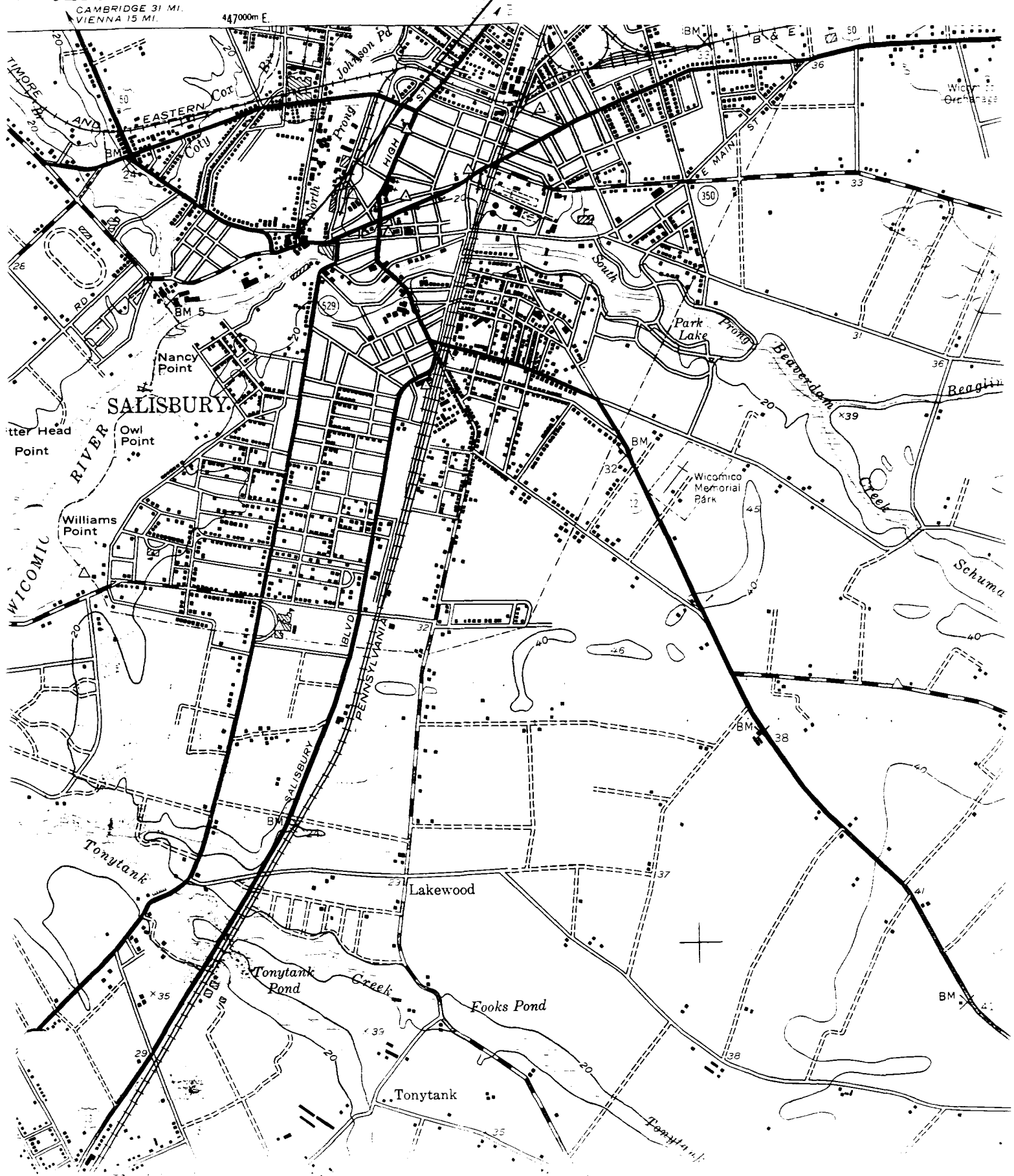
Larmar Corporation

Lot No. 2, Surveyed for J. H. Larmore

WI-330
Franklin Hotel

UNITED STATES
DEPARTMENT OF THE INTERIOR
GEOLOGICAL SURVEY

Salisbury, Maryland Quadrangle
1942





W. 333

INDIAN HILL

SAVING, Wisconsin Co., N. D.

SOUTH ELEVATION

1/93. Pine T. 10-100, 100-100-100

1 of 2



W1-330

FRANCIS - 1999

SALISBURY, WINDHAM CO., VT.

SOUTHEAST ELEVATION

1/99, PAUL TOWN PHOTOGRAPHIC

VEL/AND HISTORICAL TRUST

2 of 2

Search Tax Maps	No Ground Rent Redemption on File	No Ground Rent Registration on File
-----------------	-----------------------------------	-------------------------------------

Special Tax Recapture: None

Account Number: District - 09 Account Identifier - 049444

Owner Information

Owner Name:501 W MAIN STREET SALISBURY MD LLCUse:COMMERCIAL/RESIDENTIAL

Principal Residence:NO

Mailing Address:1 DICKENS LN
WASHINGTON NJ 07882-Deed Reference:/05192/ 00438

Location & Structure Information

Premises Address:501 W MAIN ST
SALISBURY 21801-0000Legal Description:PAR 1A 8,911 SQFT
501-03-05-507 W MAIN ST
RESUB FRANKLIN HOTEL

Map: Grid: Parcel: Neighborhood: Subdivision: Section: Block: Lot: Assessment Year: Plat No:	
0106 0016 3273 10003.23 0000 PAR 1A 2024	Plat Ref: 0018/ 0238

Town: SALISBURY

Primary Structure Built	Above Grade Living Area	Finished Basement Area	Property Land Area	County Use
1927	5,044 SF		8,911 SF	

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

Value Information

	Base Value	Value	Phase-in Assessments	
		As of	As of	As of
		01/01/2024	07/01/2025	07/01/2026
Land:	61,100	61,100		
Improvements	334,800	1,097,600		
Total:	395,900	1,158,700	904,433	1,158,700
Preferential Land:	0	0		

Transfer Information

Seller: SIMSON DANA & JOHN ORTH	Date: 12/07/2022	Price: \$1,250,000
Type: ARMS LENGTH MULTIPLE	Deed1: /05192/ 00438	Deed2:

Seller: SIMSON, DANA & JOHN ORTH	Date: 05/05/2000	Price: \$70,000
Type: NON-ARMS LENGTH OTHER	Deed1: /01629/ 00690	Deed2:

Seller: SALISBURY, CITY OF	Date: 09/18/1998	Price: \$70,000
Type: NON-ARMS LENGTH OTHER	Deed1: /01629/ 00690	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 ApplicationDate:

Salisbury Historic District Commission

Hearing Notification

Hearing Date:	June 24, 2026
Time:	7:00 pm
Location:	Government Office Building 125 N. Division Street Salisbury, MD. 21804 Room 301
Case Number:	#26-16
Commission Considering:	Alterations – Replacement of front porch steps and the installation of two wooden handrails
Owner's Name:	Raymond A Whall Jr
Applicant Name:	Matthias Pieplak
Agent/Contractor:	Berliner Builder LLC
Subject Property Address:	109 Elizabeth Street Salisbury, MD 21801
Historic District:	Newtown Historic District
Use Category:	Residential
Chairman:	Mr. 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: _____

Date Accepted as Complete: _____

Subject Location: 109 Elizabeth St, Salisbury, MD 21801

Application by: Berliner Builder LLC

Applicant Address: 1147 S Salisbury Blvd, Ste 8, Salisbury MD 21801

Applicant Phone: 410-936-5702

Case #: _____

Action Required By (45 days): _____

Owner Name: WHALL RAYMOND A JR

Owner Address: 109 Elizabeth St, Salisbury MD 21801

Owner Phone: +15154919094

Owner Email: info@berlinerbuilder.com

Work Involves: ☒ Alterations ☐ New Construction ☐ Addition Other _____
☐ Demolition ☐ Sign ☐ Awning Estimated Cost 6,000 USD

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 the painted wood front steps leading to the front porch, which have a single metal handrail on the left-hand side

With new wood front steps, also to be painted, and keeping with the 2-slit tread pattern, altering the step-count from 5 to 4 to remove tripping hazard, and

To alter the tread depth and rise, which are inconsistent, with a deeper 12-14 inch tread and a consistent rise, for safety and ease of use, and

To install two wooden handrails, one on each side, in a style matching the existing porch railing, but meeting code-requirements for height and grip handle.

All new wood to be pressure treated lumber and to be painted after a 4-8 week aeration period.

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.

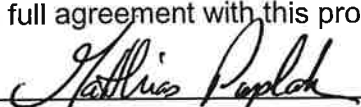
See Reverse Side for DOCUMENTS REQUIRED TO BE FILED WITH APPLICATION

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 T.b.d. (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  Date 5/11/2026

Application Processor (Date)

Secretary, S.H.D.C. (Date)

P.J. Mehta M.D., P.A.
829 Eastern Shore Drive
Salisbury, MD 21804
410-546-3223
410-690-4547(Fax)

May 19, 2026

To Whom It May Concern:

I am writing this letter on behalf of my patient, Mr. Raymond Whall, to formally support his request for home modifications.

Mr. Whall is currently seeking to improve the safety of his primary residence by widening the front steps leading into his home and installing dual handrails (one on each side of the staircase).

Due to his current medical status and mobility limitations, these modifications are a medical necessity. Ensuring a wider, more stable stepping surface and providing bilateral support will significantly increase his stability, improve his safe transfer into the home, and proactively prevent future fall-related injuries.

Thank you for your time and consideration of this matter. If any further clinical information or documentation is required, please feel free to contact my office.

Sincerely,

A handwritten signature in blue ink, appearing to be 'P.J. Mehta', written over a horizontal line.

P.J. Mehta M.D.

- 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.

Elevations

Subject property: 109 Elizabeth St, Salisbury



Neighboring property: 107 Elizabeth St (left)



Neighboring property: 111 Elizabeth St (Right)



Noticeable, existing alterations:

1. No original chimneys
2. Replacement asphalt-shingle roof
3. K-style aluminum gutters
4. Aluminum storm windows

Intended feature preservation, if deemed contributing:

(These architectural features will not be affected by the intended work)

1. Wood fish-scale and lap siding. Wood shutters (operational) and carved gable trim



2. 3-side wrap-around porch with square,

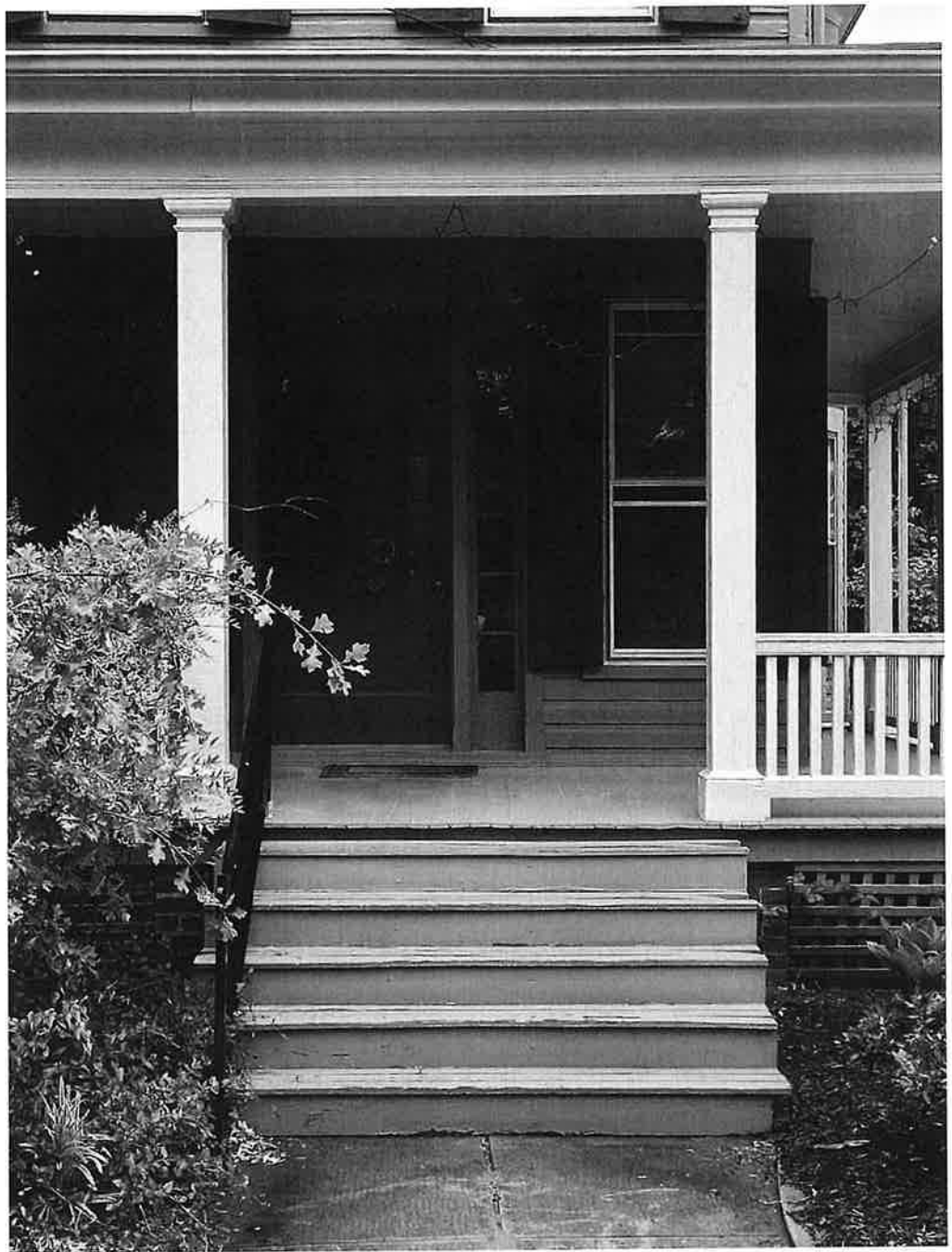


3. Square colonial revival columns and frieze board with decorative trim. Square handrail balusters.



Intended Alterations and suggested material options:

1. Replacement of the main and front porch steps. The front steps are assumed not to be original to the structure. The new steps will be wider and deeper to accommodate wooden handrailing on either side leading from the columns down to the lowest step.

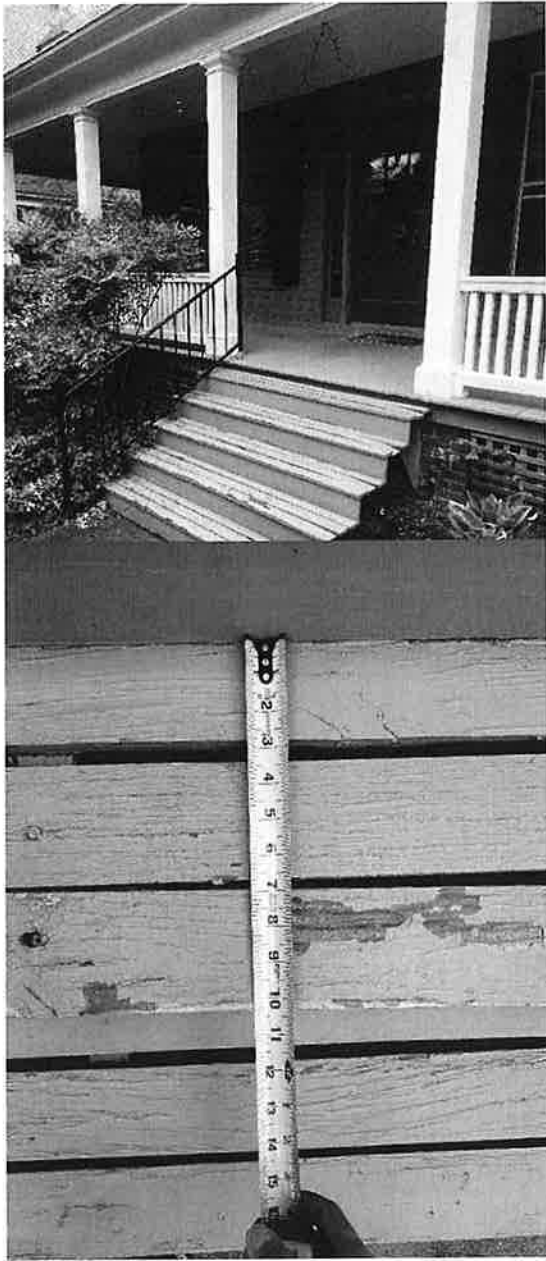


2. Alteration inc



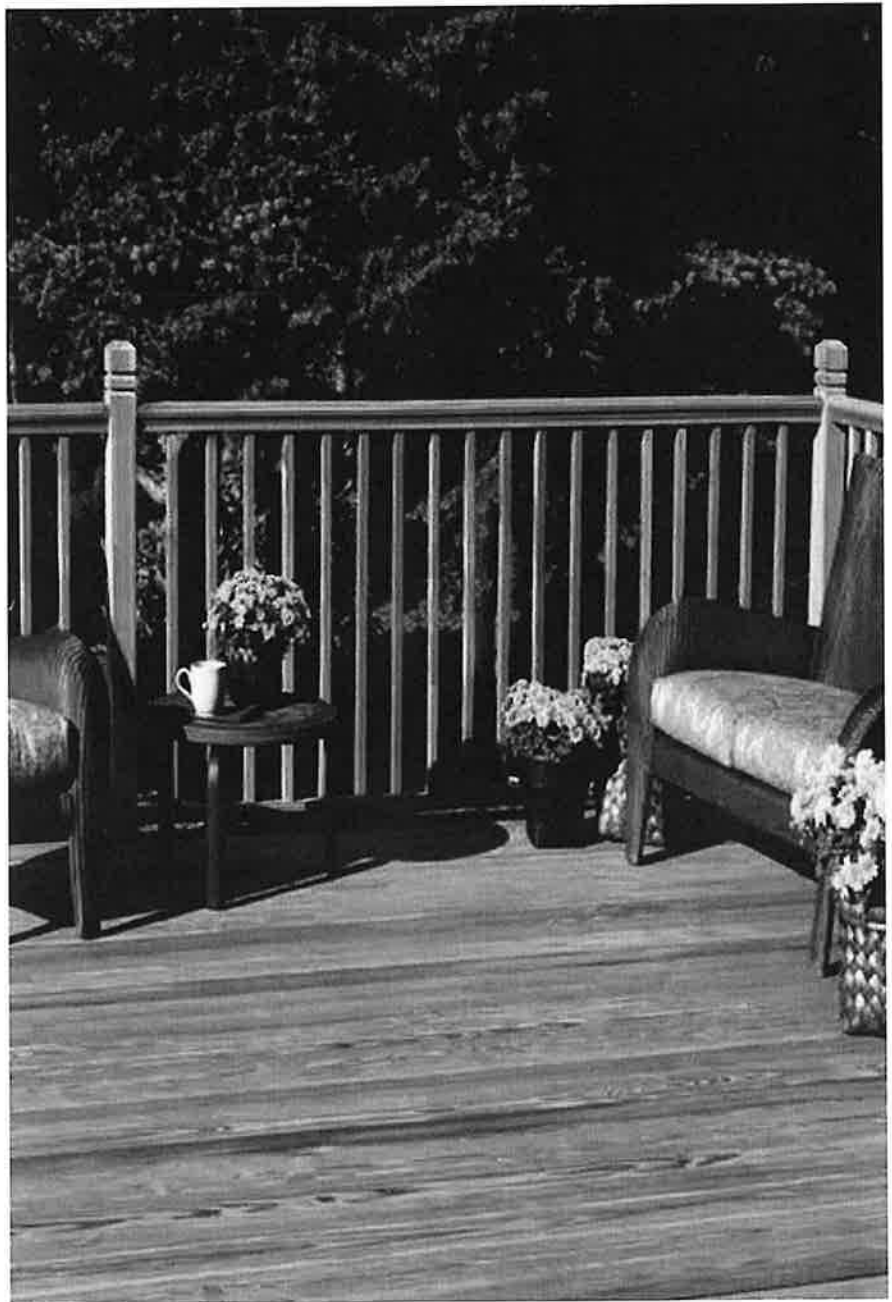
3. While the Owner chooses to maintain the 3-part tread, the new stairs will be about 90 inches wide to allow for a installation of a handrail that ties into the columns. The tread count will be reduced to four [4] and each tread will increase in depth from the current c.a. 10 inches to 12-14 inches deep. The Owner is 6'-4" has a shoe size 14. The deeper tread d





Mockup

Product appearance pre-painting.



Salisbury Historic District Commission

STAFF FINDINGS

Meeting of June 24, 2026

Case Number:	#26-16
Commission Considering:	Alteration - Stair widening & railing installation
Owner Name:	Raymond Whall
Owners Address:	109 Elizabeth Street
Applicant Name:	Berliner Builder LLC
Applicant's Address:	1147 S Salisbury Blvd Salisbury, MD 21801
Agent/Contractor:	Berliner Builder LLC
Subject Property Address:	109 Elizabeth Street Salisbury, MD 21801
Historic District:	Newtown Historic District
Use Category:	Residential
Zoning Classification:	R-8
Structure / Site Description:	
Built Date:	1920
Enclosed Area:	2,670 sq. ft. (SDAT Real Property Database)
Lot Size:	8,037 sq. ft. (SDAT Real Property Database)
Number of Stories:	2
Contributing Structure:	TBD
Wicomico County Historic Survey on file:	No
Nearby Properties on County Survey:	Yes
Properties included below but not limited to:	

- WI-594 – L. Atwood Bennett
- WI-8 – Poplar Hill Mansion
- WI-593 – Florence Phelps Lowe House

Explanation of Request:

The applicant is seeking approval to replace the painted wood front steps to the front porch, which currently has a single metal handrail on the left-hand side. They would replace the wood front steps with wood, altering the step count from 5 to 4. They would like to alter the tread depth and rise, which are currently inconsistent, with a deeper 12-14" tread and consistent rise for safety. The applicant would also like to install two wooden handrails, one on each side, to match the existing porch railing, but meeting code-requirements for height and grip handle. All wood will be pressure treated lumber and to be painted after a 4-8 week aeration period.

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.

- 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.
- 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 5: Safety Codes and Accessibility

All buildings must comply with Salisbury's safety codes, and handicap access must be provided to residents or visitors as needed. This can be achieved without compromising the integrity or significance of historic buildings.

- Compliance with health and safety codes and handicap access requirements must be achieved with minimum impact to the historic character of buildings within Salisbury's Historic Districts.
- When permitted by law, fire escapes or fire towers should be placed at the rear or on a non-visible side of buildings
- Access ramps should be designed to be as unobtrusive as possible, and whenever possible should be installed in a manner that is reversible and does not permanently impact the historic building features. For example, an access ramp installed on top of an existing historic porch so that if it is removed in the future, the porch will be restored to its historic appearance.

Guideline 15: General Painting Guidance

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

Guideline 55: Restore Historic Porch Features

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

STAFF COMMENT

The applicant is proposing to make alterations to their front steps, these alterations are primarily safety features, adjusting the tread on the stairs and adding a wooden railing on both sides of the front steps. The applicant is planning to use wood for the railings and it will match the existing railing around the porch. As the applicant is making alterations for safety improvements and they are all well within the Salisbury Historic District Guidelines, the staff recommends approval for this work.

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: May 28, 2026

Search Tax Maps			No Ground Rent Redemption on File			No Ground Rent Registration on File			
Special Tax Recapture: None									
Account Number:			District - 05 Account Identifier - 024501						
Owner Information									
Owner Name:			WHALL RAYMOND A JR WHALL CAROL ANN			Use:		RESIDENTIAL	
Mailing Address:			109 ELIZABETH ST SALISBURY MD 21801-4108			Principal Residence:		YES	
						Deed Reference:		/00817/ 00467	
Location & Structure Information									
Premises Address:			109 ELIZABETH ST SALISBURY 21801-0000			Legal Description:		8,037 SQ FT 109 ELIZABETH ST CITY OF SALIS	
Map:	Grid:	Parcel:	Neighborhood:	Subdivision:	Section:	Block:	Lot:	Assessment Year:	Plat No:
0104	0021	0612	5030164.23	0000				2025	Plat Ref:
Town: SALISBURY									
Primary Structure Built			Above Grade Living Area		Finished Basement Area		Property Land Area		County Use
1920			2,670 SF				8,037 SF		
Stories	Basement	Type	Exterior	Quality	Full/Half Bath	Garage	Last Notice of Major Improvements		Pending Permit
2	NO	STANDARD UNIT	FRAME/	3	1 full				None
Value Information									
			Base Value		Value		Phase-in Assessments		
					As of		As of		
					01/01/2025		07/01/2025		
Land:			18,500		18,500		As of		
Improvements			103,700		129,900		07/01/2026		
Total:			122,200		148,400		130,933		
139,667									
Preferential Land:			0		0				
Transfer Information									
Seller:			Date:			Price:			
Type:			Deed1: /00817/ 00467			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:			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:			

Application Requirements & Rules of Procedure

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: _____

Date Accepted as Complete: _____

Subject Location: _____

Application by: _____

Applicant Address: _____

Applicant Phone: _____

Case #: _____

Action Required By (45 days): _____

Owner Name: _____

Owner Address: _____

Owner Phone: _____

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.

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 _____ 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.

SALISBURY HISTORIC DISTRICT COMMISSION

RULES AND REGULATIONS

Revised _____, ~~2025~~2026

Section I: Authority.

These rules and regulations are promulgated under the authority vested in the Salisbury Historic District Commission by Md. Code Ann., Land Use § 8-203 and Salisbury City Code Chapter 17.52 (hereinafter referred to as the “Ordinance”).

Section II. Organization.

A. Name.

The name of this body is the Historic District Commission (“the Commission”).

B. Authority.

The organization, membership, duties, responsibilities, powers and procedures of the Commission are as prescribed in Md. Code Ann., Land Use § 8-201 et. seq. and the Ordinance.

C. Officers.

1. The Commission shall have as officers a Chair, Vice Chair and Secretary.
2. The Chair and Vice Chair are members of the Commission, elected as provided herein. The Director of the Salisbury Department of Infrastructure and Development or his/her designated representative shall serve as Secretary to the Commission.
3. The Chair shall sit as the presiding officer of the Commission. He/she shall direct the Secretary in the preparation of the agenda and rule on any requests for postponement submitted prior to the hearing date. The

Chair shall call meetings to order; rule on all points of order; administer oaths; bring to vote all matters required of Commission action; and together with the Secretary, prepare the Agenda and authenticate the record of meetings, actions, orders, certificates and other proceedings of the Commission. The Chair shall be counted in reaching a quorum.

4. The Vice Chair shall perform the duties of the Chair in the Chair's absence.
5. The Secretary shall issue all required notices of the meetings, including notice to members. At the direction of the Chair, the Secretary shall prepare the Agenda; distribute required documentation to Commission members; record the proceedings and prepare minutes of the meetings; maintain official records and files of the Commission and conduct the general correspondence of the Commission. The Secretary will receive and process all applications filed with the Commission.

D. Election of Officers.

1. At the Commission's regularly scheduled annual meeting, which shall be held in June or July, the Commission shall elect a Chair and Vice Chair whose terms shall be for one year or until their successors have been elected.
2. The Secretary of the Commission shall preside over the nomination and election of the Chair. Thereafter, the Chair shall preside over the meeting and conduct and supervise nomination and election of a Vice Chair.
3. Should the office of Chair become vacant for any reason, the Vice Chair shall become the Chair for the duration of the unexpired term, and the Commission shall elect a new Vice Chair to fill the unexpired term.

E. Compensation, Expenses and Assistance.

1. Commission members shall serve without compensation, but may, upon Mayor and City Council approval, be

reimbursed for actual expenses incurred in the performance of their duties.

2. As Secretary to the Commission, the Salisbury Department of Infrastructure and Development, or his/her designee, shall provide the Commission with secretarial and clerical assistance, office space, files, supplies and equipment required for its functioning. The Commission's files shall be maintained and stored in the office of the Department of Infrastructure and Development.

Section III: Meetings.

- A. Types of Meetings. Meetings consist of an annual meeting, regular meetings, and special meetings. All meetings are open to the public except the Commission may hold closed sessions in accordance with the Maryland Open Meetings Act.

- B. Annual Meetings.

Annual Meetings shall be held for the sole purpose of electing a Chair and Vice Chair.

- C. Regular Meetings.

1. Any business properly brought before the Commission may be considered at a regular meeting.
2. The Commission shall meet on the fourth Wednesday of each month, or as rescheduled at the Chair's discretion with due public notice.
3. Regularly scheduled meetings will be held in the Government Office Building, 125 N. Division Street, Salisbury, Maryland. If the Commission designates another location, adequate notice of the new location shall be given.
4. Meetings of the Commission shall be convened by the Chair, or in his absence, the Vice Chair. In the event both are absent, the regular member in attendance with the greatest seniority of service shall act as Chair.

5. Regular meetings may be cancelled at the discretion of the Chair only if there is no advertised hearing.

D. Special Meetings.

Special meetings may be called by the Chair in instances where, in his/her discretion, matters arise that require Commission action prior to the next scheduled regular meeting.

E. Pre-application Conferences.

A pre-application conference may be scheduled to provide an applicant with the opportunity for preliminary review of a project by the Commission prior to completing and submitting an application for a certificate of approval. The procedure shall be as follows:

1. Any prospective applicant may request a conference with the Commission prior to submitting an application. Pre-application conferences may be scheduled for any regular meeting of the Commission.
2. The prospective applicant shall be responsible for distribution of materials prior to the meeting.
3. Following the presentation, the Chair shall first elicit a response from each commissioner present regarding the viability or acceptability of the proposal. The Chair or a commission member may solicit the opinion of staff, consultants, or the public following the commissioner's response.

F. Except as otherwise set out herein, Robert's Rules of Order shall apply to all meetings of the Commission.

G. Notice of the time and place of such hearings on matters of general public interest shall be published in accordance with applicable law.

H. Continuance of Meetings.

1. The Commission, at its discretion, for any reasonable purpose stated, may decide to continue a public hearing to any other reasonable time, place or location it deems advisable.
2. Continuance of hearings and extension requests may be advertised at the discretion of the Commission.
3. The applicant, as well as all other interested parties who registered at the initial hearing, shall be notified in writing of the date, time and place of the continuance.
4. The order of procedure for a continuance shall be the same as that normally conducted during a Public Hearing except that testimony taken at the initial hearing need not be repeated, but may be used for reference. New testimony may be presented at any continuance meeting at the discretion of the Commission.

I. Quorum and Voting.

- I. A quorum shall consist of four (4) members of the Commission.
2. Questions put to a vote are decided by a majority of the members present and voting; however, no decision shall be made in the absence of a quorum.
3. A tie vote by the Commission shall be interpreted as a defeat of the motion upon which the vote was taken.
4. Members shall comply with the City ethics law and are encouraged to consult the City of Salisbury Ethics Commission as to the propriety of their voting on any matter which may involve a conflict of interest.
5. In order to be eligible to vote on a matter a member will have attended all meetings or have become familiar with the record of any meetings from which the member was absent at which the matter was discussed.
6. Members' votes and abstentions shall be recorded on

each motion.

- J. Attendance. The absence of any member from 50% of the meetings of the board or commission during any consecutive 12-month period shall be considered to have resigned. Any member who has resigned from the Commission is eligible for reappointment, so long as all other eligibility requirements are satisfied.
- K. Interested Groups. Any individual, civic group, or historical or professional organization, which has an interest in the proceedings of the Commission, may request to the Secretary to have his/her name or organization's name placed on a mailing list. Any such person or organization shall be entitled to receive a copy of the Agenda for each meeting of the Commission. A fee may be charged to cover the costs of such materials.

Section IV: Applications for Review.

- A. All applications for Commission review shall be submitted to the office of the Secretary at least 30 days in advance of the next public meeting.
- B. To afford Commission members the opportunity to become adequately informed as to exterior changes being proposed, complete applications must accurately convey the existing and proposed conditions, and include the following:
 - 1. The completed application form.
 - 2. Site plan, if applicable.
 - 3. 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 mockup.
 - 4. 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.

5. For a proposed new structure, photographs of the subject site and all buildings in the immediate vicinity.
 6. Samples of materials, when available and practical, and copies of manufacturers' product literature.
- C. An application shall be signed by the applicant and property owner or his/her designated representative.
- D. Applications may be rejected and returned to the applicant(s) if:
1. The Department of Infrastructure and Development finds that the project cannot be authorized because of code or zoning restrictions;
 2. The Application does not include all the information required for commission review; or
 3. An outstanding historic preservation ordinance violation on the property has not been abated.
- E. No limitation of time as prescribed in the Ordinance and these Rules and Regulations shall run until the application shall have been accepted as complete.
- F. No application shall be scheduled for review and/or public hearing until all required plans, documents or materials necessary for the Staff and Commission's review have been received.
- G. Applications shall be processed in the order received by the Secretary.
- H. The Secretary, upon completion of all required documentation, shall notify the applicant of the next scheduled meeting wherein his application will be reviewed.
- I. According to Section 17.52.120 of the Salisbury Municipal Code, no work shall begin on any project and no permit shall be issued for the matter contained in the application until the Commission shall have proceeded as hereinafter provided.
- J. An applicant and his/her representative may submit a letter of

withdrawal or postponement to the Secretary at any time before the Commission has acted on said application.

- K. In the event an application is rejected, an applicant may not resubmit an application that is identical to the rejected application for one (1) year after the rejection. The Commission shall attempt to avoid outright rejection of an application. If it appears during the course of a hearing that the application will not be approved as submitted, the Commission may attempt to negotiate modifications or, if that does not appear feasible, suggest that the applicant voluntarily withdraw the application.

Section V: Action of the Salisbury Department of Infrastructure and Development.

- A. The Secretary, upon receipt of an application, shall assign a case number to the application and create a file, which will be maintained by the Department of Infrastructure and Development.
- B. The Department of Infrastructure and Development shall prepare a written report, attaching the application and all plans, specifications, maps, plats, elevations or other documentation to be reviewed by the Commission unless the size or shape of said exhibits makes duplication impracticable or cost-prohibitive, in which case, the exhibits shall be made available to the Commission for inspection at the office of the Secretary. Upon completion, the staff report shall be placed in the case file and be maintained as public information.
- C. The Secretary shall send a copy of the Staff Report to each member of the Commission and to the applicant or his representative as soon as available.

Section VI: Order of Business.

- A. The order of business, set forth on the agenda, shall be:
 - 1. Call to order
 - 2. Roll call
 - 3. Approval of the minutes of the previous meetings
 - 4. New business
 - 5. Other business

6. Adjournment

- B. The Chair shall administer oaths.
- C. The Chair shall, at his discretion, take such steps as he considers necessary to ensure the proper and orderly conduct of meetings.
- D. A person wishing to address the Commission shall give the Recording Secretary his name and address and, if sworn or affirmed, so state for the record.
- E. In an effort to expedite routine items before the Commission, the Commission hereby establishes a Consent Docket procedure as follows:
 - 1. The Chair shall poll the Commission at the beginning of the meeting to seek concurrence of items eligible for the Consent Docket.
 - 2. All items thus eligible shall be placed on the Consent Docket by motion of any member of the Commission, and duly seconded.
 - 3. The Commission shall then take public comment on the Consent Docket. Any item with comments, questions, or opposition shall automatically be removed from the Consent Docket and heard in regular order.
 - 4. Any items remaining on the Consent Docket shall then be voted on by the Commission, after an appropriate motion for approval by any member of the Commission, duly seconded.
- F. Order of Hearing upon an Application.
 - 1. The Department of Infrastructure and Development shall present a staff report.
 - 2. The Commission shall establish findings of fact and determine whether or no the property is contributing or noncontributing.
 - 3. The applicant shall present his or her application,

including such evidence and argument as is necessary to support the application.

4. Commission members may offer initial comments and ask questions of the applicant.
 5. Members of the public, including representatives of architectural and historical organizations, and of organizations dedicated to historic preservation, shall present their comments.
 6. Commission members may ask questions both during and after testimony, as appropriate.
 7. At the conclusion of all testimony and questioning, the Commission may dispose of the application, by motion to reject or approve, with or without modification, or, subject to the forty-five day limitation or agreement of the applicant, may carry the application forward for further for further hearing or for further deliberations by Commission members.
- G. In each case, the Commission shall hear the request from the applicant or his representative and hear testimony from other witnesses or interested parties. In order to afford all persons an opportunity to be heard on an application or other agenda item, the Chair may impose reasonable time limits upon comments.
- H. Voting and the making of motions.
1. Any member of the commission, except the Chair, may make or second a motion for the commission to take action regarding an agenda item.
 2. Any member of the commission may vote regarding any agenda item, subject to the City Ethics Ordinance.
 3. The Secretary shall record the name of the Commission member making each motion and the name of the member who seconds the motion.
 4. On the call to vote, each Commission member shall

clearly state his aye, nay or abstain vote, or by show of hand when requested by the Commission Chair. The secretary shall record the vote for each agenda item.

Section VII: Decisions of the Commission.

- A. Upon a review of all relevant evidence provided to it, the Commission may take one of the following actions:
 - 1. Approve the application, in which case a Certificate of Approval shall promptly be issued.
 - 2. Approve the application with modifications which are acceptable to the applicant. Such modifications shall be specified on the Certificate of Approval.
 - 3. Reject the application in which case a Certificate of Rejection shall be issued.
- B. Upon reaching its decision, the Commission in each case shall cause to be prepared a motion which shall record the vote of each member and which shall be carried by the affirmative votes of not less than the majority of those present and eligible to vote; the Commission may instruct the Secretary to prepare Findings of Fact for approval by the Commission.

Each motion shall contain a statement of the grounds and findings forming the basis of its action or decision, and the full text of said motion and record of members' votes shall be incorporated in the minutes of the Commission.

- C. The Commission shall render a decision on each case within a reasonable length of time, but in no case shall that time period exceed forty-five (45) days from the date a completed application is filed unless an extension is mutually agreed upon by the applicant and the Commission.

Section VIII: Rehearings.

- A. If an application is rejected by the Commission, an applicant may not resubmit an application that is identical to the rejected

application for one (1) year after such rejection, unless:

1. The structure has changed due to some casualty; or
 2. An applicant can provide substantial new evidence pertaining to the relief requested.
- B. An applicant requesting a rehearing shall make known to the Commission sufficient information as to the grounds for a rehearing, and the Commission shall determine whether a rehearing will be granted. The burden of proof to show cause in the event a rehearing is requested shall lie with the applicant and/or his representative. A request to the Commission for a rehearing shall be received by the Department of Infrastructure and Development within thirty (30) days following the date of the Notice of Decision sent to the applicant and/or his representative.
- C. Upon a showing that the structure has suffered damage or has changed due to some casualty, an application may be submitted to the Commission at any time for review.
- D. The same fees, rules, regulations and procedures shall apply for a rehearing as for other appeals, except that the Commission at its discretion may elect to hear only new evidence, testimony or argument not previously heard by it with regard to the same case.

Section IX: Appeals.

Any applicant, appellant or interested person aggrieved by a decision of the Commission shall have the right to appeal that decision to the Circuit Court for Wicomico County. Any appeal shall be noted in the Circuit Court within 30 days of the Commission's decision.

Section X: Conduct of Commission Members.

- A. Speaking for the Commission. A member will not appear to speak for the Commission except as authorized by the Commission. In any public or private statement concerning Commission affairs, members will carefully indicate whether they are speaking for the Commission or for themselves.

- B. Conduct at meetings. Members shall conduct themselves at Commission meetings in a fair, understanding and gracious manner. They shall seek to be considerate of all individuals, attitudes and differences of opinion involved in official Commission business.
- C. The conduct of members of the Commission shall be governed by Chapter 2.04 of the Salisbury Municipal Code.
- D. Commission members shall avoid any conflict of interest and even the appearance of such a conflict. In cases where a potential conflict appears, the member should remove himself or herself from the case, entirely, and cause such action to become part of the official record of the Commission.
- E. A member of a commission may be removed in accordance with Md. Code Ann., Land Use § 8-202.

Section XI: Amendments.

These Rules and Regulations, and any part thereof, may be amended by the Commission.