

Salisbury Historic District Commission

October 22, 2025

The Salisbury Historic District Commission met in regular session on Wednesday, **October 22, 2025**. The meeting took place at 125 N Division St, Room 301, with attendance as follows:

COMMISSIONERS

Chairman – Brenden Frederick – *Present (Virtual)*
Vice Chairman – Matt Auchey – *Present*
Commissioner – Lynne Bratten – *Present*
Commissioner – Margaret Lawson - *Present*
Commissioner – *Lisa Gingrich* – *Present*
Commissioner – Brad Philips –*Present (Virtual)*
Commissioner – Harvey Evans – *Present*

CITY OFFICIALS

City Attorney – Laura Ryan – *Present*
Associate Planner – Will Canner – *Present*
Associate Planner – Jennifer Jean – *Present*
Associate Planner – Zachary White – *Present*
Associate Planner – Henry Pearson – *Present*

1. **CALL TO ORDER** – **Mr. Matt Auchey** in place of **Mr. Brenden Frederick** as he was attending remotely 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 meeting procedure to all applicants and administered the oath en masse to all persons intending to testify.
3. **APPROVAL OF MINUTES** – **Ms. Lynne Bratten** made a motion to approve the September minutes, seconded by **Ms. Lisa Gingrich**. The motion was brought to vote and approved.
Mr. Harvey Evans abstained from the vote as he was not in attendance prior.
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** –

Mr. Auchey suggested a motion to swap the case #25-21 with #25-22. **Ms. Gingrich** made the motion to approved the case, which was seconded by **Ms. Bratten**. The motion was brought to vote and approved unanimously.

Case #25-22 - 325 N Division St - Alterations – Porch to Kitchen enclosure

Mr. Will Canner read the staff report, recommending rejection due to the integral element of the porch in the Historic Survey although the material was in-line with the Historic Nature of the home.

Mr. Andy Kitzrow, property owner, presented a request to enclose his porch as the house has been altered previously although these findings were not stated in the survey.

Mr. Auchey made a comment that it appears that this enclosure has happened previously on the upper area of the porch.

Ms. Gingrich made another comment that most homes in the Newtown area have additions and later become integral parts of the home.

Public Comment: None

Motion and Vote:

Motion: **Mr. Gingrich** moved to approved the Kitchen Addition.

Second: **Ms. Bratten** seconded the motion.

Vote: **Mr. Auchey** called for a vote. The application was unanimously **approved as submitted**.

Case #25-21 - 111, 201, and 205 Lake St, 401, 405- 409, 415-417 W Main St, 110 Small St., and Parcels 2309046186 and 2309051422 – New Construction – SBY Market Center

Mr. Auchey recused himself from the case due to involvement.

Ms. Jennifer Jean read the staff report, recommending the structure with amendments of incorporate brick paving when feasible, and Solar Panel be approved under a separate application that be approved at a subsequent SHDC meeting.

Mr. Joe Buckley, applicant presented his request for the new construction of the SBY Market Center, stating that the Submission has changed drastic since the council in August of 2022 to ensure that the new Market Center was compliant

Mr. Evans brought a critique that the solar panels would be seen from the ground level which would detract from the building, **Mr. Buckley** stated would that would not be the case.

Ms. Gingrich congratulated the use of brick on the building however felt that the amount EIFS detracted from the look of the building and should incorporate more brick in the architecture.

Public Comment: None

Motion and Vote:

Motion: **Mr. Brad Phillips** moved to approve the Market Center Construction as submitted.

Second: **Ms. Margaret Lawson** seconded the motion.

Vote: **Mr. Frederick** called for a vote. The application was **approved as submitted** (6-0, Mr. Auchey recused).

Adjournment:

There being no further business, Matt Auchey moved to adjourn the meeting, which was seconded by Brenden Frederick, which was brought to a vote and approved.

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.



Brenden Frederick, Acting Chairman

12/02/2025

Date



Will Canner, Associate Planner

11/24/2025

Date