

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.

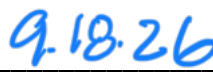
Adjournment:

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