CITY OF SALISBURY

Historic District Design Guidelines

for the Preservation of Historic Buildings in the
Downtown, Newtown, and Camden Historic Districts
of Salisbury, Maryland



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2017

ACKNOWLEDGMENTS

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SECTION 1: HISTORIC PRESERVATION IN SALISBURY

PURPOSE OF HISTORIC DISTRICT DESIGN GUIDELINES

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. 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.

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.

As outlined in the City of Salisbury's Zoning Ordinance (17.52.010, Intent), "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."

The following guidelines are based on the Secretary of the Interior's Standards for Rehabilitation and supported by Article I Legislative Intent and General Provision, Powers and Duties, in Chapter 17.52.100A(3) in the City of Salisbury's Zoning Ordinance. This document provides guidance on maintaining, repairing, and, when necessary, replacing historic features on properties within Salisbury's historic districts.

What are design guidelines?

A Certificate of Approval (COA) is required for any work performed on the exterior of a property which causes a change in the property's appearance in any of Salisbury's historic districts. Salisbury's Historic District Commission (SHDC, or "the Commission") is tasked with evaluating the historical appropriateness of proposed alterations and determining whether the work meets the requirements of the City's Historic Preservation Ordinance and if a COA can be issued. Design guidelines are recommendations for best practices in making alterations to the exterior of historic properties based on the Secretary of the Interior's Standards for Rehabilitation. It may be considered a handbook for both the Commission and applicants for determining the appropriateness of proposed changes to historic buildings and sites in all of the City's historic districts.

When does this document apply?

This document applies to all properties located within the boundaries of any historic district, as designated by the City of Salisbury. As of 2017, this includes properties within the Downtown, Camden, and Newtown historic districts, the boundaries of which can be found on the maps in Section 1. The work regulated by the historic preservation ordinance includes alterations to existing buildings and structures, including restoration and rehabilitation, as well as additions, new construction, and demolition. Elevations visible from any public right-of-way will be subject to these guidelines. **It is important to contact the office of the Housing and Community Development Department ahead of your project planning to confirm whether your proposed work is subject to review.**

Who uses this document?

This document applies to all properties located within the boundaries of Salisbury's Historic Districts (Camden, Newtown, and Downtown) regardless of property age or type. This document will be consistently referenced by the members of the Commission and by City Staff to help make decisions on COA applications and to advise property owners on appropriate courses of action for maintaining and altering their properties.

This document also serves as a guide for anyone planning to make exterior changes to a property within any of the City's historic districts. Applicants who consult this document and seek guidance from the staff at the Housing and Community Development Department during the planning stages of their projects may be more assured that their proposals will comply with the City's preservation ordinance and will be approved by the Commission. **Remember – it's always best to ask first!** Coordinate with the SHDC and City Staff early and often.

How is this document used?

This document should be used as a guide to evaluate the appropriateness of proposed work that will be visible at the exterior of any property protected under Salisbury's Historic Preservation Ordinance.

- The remainder of Section 1 describes Salisbury's historic preservation tradition and the benefits of historic preservation in the City.
- Section 2 outlines the steps and documentation required to apply for a COA.
- Section 3 provides background historical information for Salisbury and its historic districts, as well as an Architectural Style Guide specific to the building types and styles found within the City's historic districts. **Section 3** should be used to provide a basic understanding of the significance of historic buildings within the context of the history of the City as well as to determine the architectural style and associated features of your historic property.
- Section 4 contains all design guidelines for planning a successful project within any of the City's historic districts. Section 4 is divided into three subsections: Universal Guidelines, which apply to all building types in all of Salisbury's historic districts; Guidelines for Commercial Properties, which apply primarily to properties in the Downtown Historic District; and Guidelines for Residential Properties, which apply to residential properties in the Camden and Newtown Historic Districts. Applicants seeking guidance should check both the Universal Guidelines as well as the Commercial or Residential Guidelines, based on their property type.
- Appendix A is a glossary of standard architectural and preservation terms.
- Appendix B includes additional guidance on choosing substitute materials to replace original materials when necessary.
- Appendix C provides resources for additional information.
- Appendix D contains a selected bibliography.
- Appendix E contains the full text of Salisbury's Historic Preservation Ordinance.
- Appendix F contains a worksheet used by the Commission to determine whether a property is contributing or non-contributing (see Section 3 for additional information).

BENEFITS OF HISTORIC PRESERVATION

The preservation of historic buildings provides benefits for the communities in which they are located. Besides preserving the outward historical appearance, historic preservation provides a number of social, economic, and environmental benefits.

SOCIAL AND ECONOMIC

Historic properties are established resources which are connected to the City's existing infrastructure. Historic buildings are constructed using workmanship and materials which are often superior to new construction, including old growth lumber and forgotten techniques. As such, they typically have a longer lifespan (100 years +) when compared to new construction (30-40 years on average). Existing historic buildings are tied into existing infrastructure and utilize existing public investments including roads and sewers. The rehabilitation of existing structures often compares very favorably to new construction for this reason.

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.

"In economics, it is the differentiated product that commands a high premium. If in the long run we want to attract capital, to attract investment in our communities, we must differentiate them from anywhere else."
– Donovan Rypkema, PlaceEconomics



View of the Newtown District, looking south on North Division Street.

ENVIRONMENTAL

Historic preservation is inherently sustainable, making use of existing buildings and infrastructure to the greatest extent possible. Waste materials from demolition and construction projects comprise approximately 25% of the waste in our nation's landfills. Historic buildings contain what is called embodied energy, which is the energy associated with extracting, processing, manufacturing, transporting, and assembling building materials. Demolishing a historic building that could otherwise be utilized for a productive purpose is wastes a significant amount of energy which had been in use for decades, while replacing it with new construction, often utilizing inferior materials, wastes even more.

Not only is the demolition of usable structures wasteful, but many historic resources feature unique energy saving features which can contribute to overall sustainability. Inherent energy efficient features in historic buildings can include operable windows, clerestories, skylights, interior courtyards, rooftop ventilators, cupolas, thick masonry walls, and other features that can provide natural light and ventilation and reduce the need for energy consumption using mechanical systems and electric lighting. When necessary, existing historic buildings can also be retrofitted to increase energy efficiency. More information about retrofitting historic buildings for efficiency and sustainability can be found in Section 4.

"Demolishing one typical two story commercial building eliminates all of the environmental benefits of recycling 1,344,000 aluminum cans."
– 12 Economic Benefits of Historic Preservation

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.

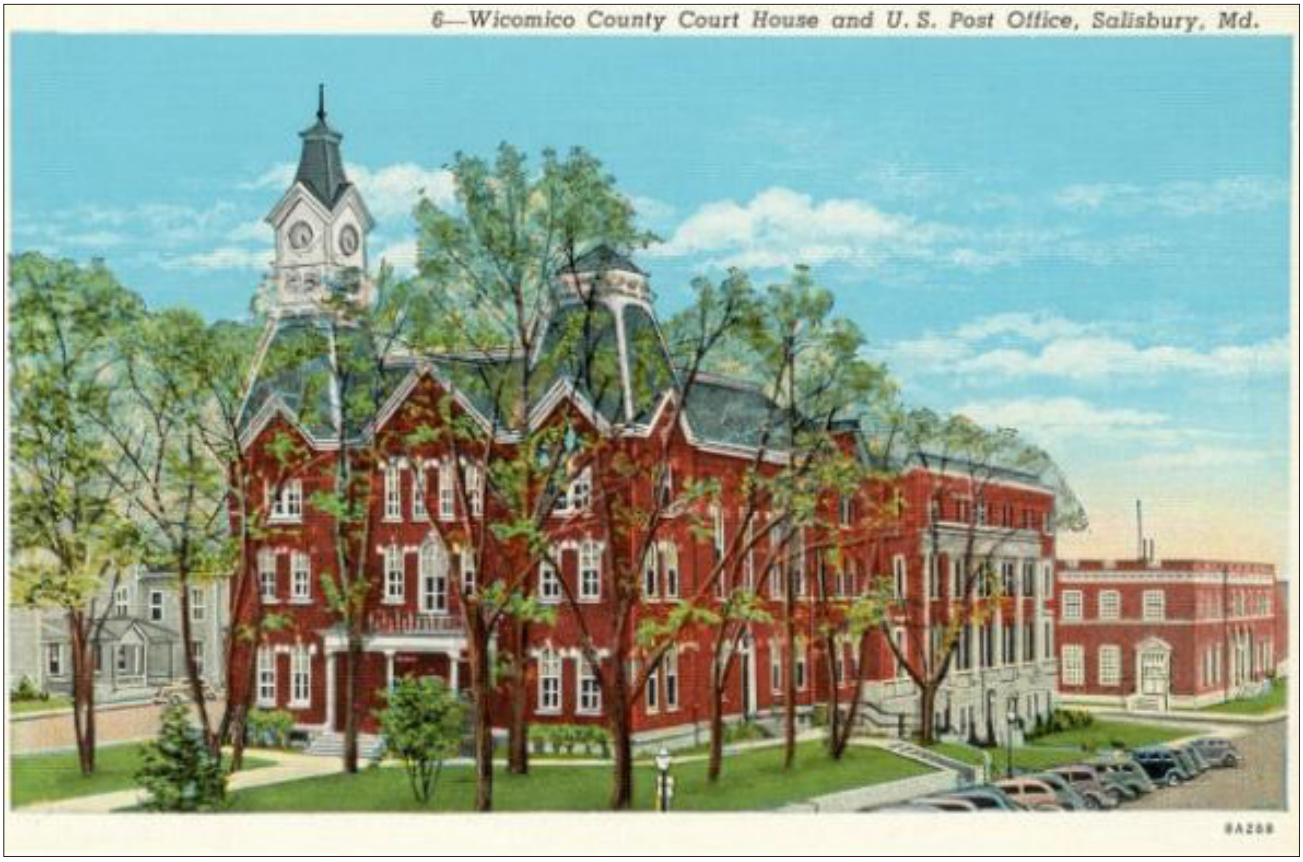
Retaining the historic character of a community promotes beauty and can improve the overall quality of life for its inhabitants. Local historic districts encourage better quality design for new buildings, additions, and renovations. Living and/or working in an attractive environment can provide psychological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

SALISBURY'S HISTORIC PRESERVATION TRADITION

INTRODUCTION

Salisbury experienced a great loss of historic resources and heritage after the 1860 and 1886 fires, and a severe flood which occurred in the first decade of the 20th century. As a result, most of the structures from its earliest development period in the 18th century were lost. Salisbury's leadership put in place measures to prevent the loss of structures following major fires in 1860 and 1886 by requiring that all new construction be of masonry materials in order to withstand the threat of future fires. Today the City faces new challenges in the preservation of its historic resources, including the loss of historic structures due to neglect, as well as the loss of significant historic features as a result of the use of incompatible replacement materials, and impacts to the overall setting as a result of inappropriately designed new construction and building additions to historic structures throughout the districts.

The City of Salisbury has measures in place to protect its historic built environment. This has been accomplished by designating the Downtown, Newtown, and Camden Historic Districts and adopting rules and regulations for those historic districts within the City's Zoning Code, which are overseen by the Salisbury Historic District Commission (SHDC or "the Commission"). As a result, anyone making changes to the exterior of a property within any of the three historic districts are required to obtain a Certificate of Approval (COA) for the proposed work. The specific procedure for obtaining a COA is outlined in the Section 2 of this document. The Zoning Code outlines the intent and requirements of its historic preservation regulations in Chapter 17.52 – Historic Districts – General Provisions, which can be found in Appendix E.



The Wicomico County Courthouse, erected in 1878 as depicted on a circa 1940 postcard.

SALISBURY HISTORIC DISTRICT COMMISSION (SHDC)

The SHDC was established in the Salisbury City Code Section 17.52.060 in 1992 (prior code Section 150-111(D)) to administer and oversee the preservation of Salisbury's Historic Districts. Each member of the seven-member commission is a volunteer, serving without compensation. Each member is required to be a resident of the City of Salisbury. Committee members are qualified by special interest, knowledge or training in relevant fields including architecture, history, historic preservation, or urban design.

The Commission holds regular monthly meetings, which occur on the fourth Wednesday of each month or as rescheduled at the Chairman's discretion with due public notice. All SHDC meetings are advertised and open to the public. Information about the Commission meetings can be found on the City's website as well as in Section 2 of these guidelines.

The SHDC understands that the best way to preserve a building is to ensure its continued usefulness.

The goal of the SHDC is to ensure that the City's Historic Preservation Ordinance is followed and applied in a manner that is consistent and fair to all Historic District residents and property owners while preserving historic building fabric to the greatest extent feasible. The SHDC understands that the best way to preserve a building is to ensure its continued usefulness. The SHDC wants to work with you in determining an approach to exterior building improvement projects which serves your needs while maintaining and preserving the historic character of Salisbury's districts and historic resources.

The SHDC is charged with administering the historic district regulations as outlined in the Salisbury City Code, Chapter 17.52. The intent of the regulations is the protection of the districts and the buildings which they contain by encouraging uses that support preservation and by requiring that new construction and rehabilitation projects in the districts are compatible with the character of each individual property as well as the overall character of the district in which it is located.

The SHDC reviews all applications for exterior work proposed within the City's designated historic districts. It is the intent of the SHDC Rules and Regulations that the Commission be strict in their judgment of work proposed for structures that contribute to the historic district. 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.

The SHDC wants to work with you to preserve historic buildings in Salisbury.

SALISBURY'S HISTORIC DISTRICT BOUNDARIES

Overview

Salisbury's Historic Preservation Ordinance is a section of the local zoning ordinance that provides the City the legal framework within which it can designate and regulate historic sites and districts in order to preserve the character of the City. This ordinance applies to locally zoned historic areas within the City of Salisbury. As of 2017, Salisbury has three designated historic districts which are overseen by the SHDC. The Downtown Historic District is the commercial core of the City and is made up of commercial buildings, while the properties in the Newtown and Camden Historic Districts are primarily residential.

Boundaries for historic districts are established by the City Council and shown on the City's official zoning map as well as on the City's website. The boundaries as of 2017 can be found in the following pages.

Downtown Historic District

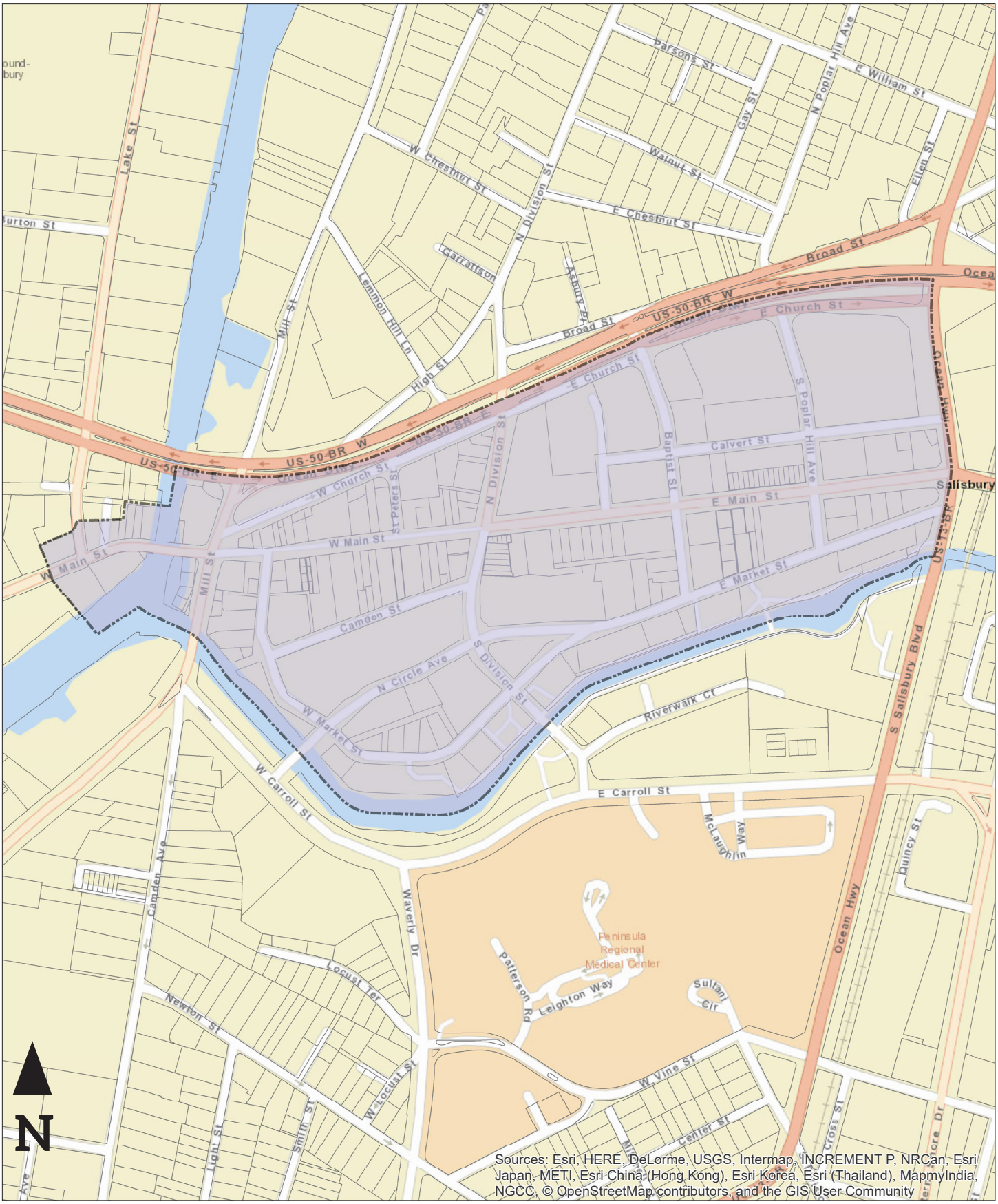
The Downtown Historic District is the largest of the three districts and represents the historic commercial core of the City. The district features distinctive commercial buildings located close to the street. This district's characteristics include a higher density of development and taller, commercial type buildings, as compared to the Newtown and Camden Districts.

The district features dense concentrations of historic properties along Main Street, Market Street and Division Street. The district is roughly bounded by West Salisbury Parkway to the north, Salisbury Boulevard to the east, the Wicomico River to the south, and the properties fronting on West Main and Small Streets to the west. The precise district boundaries are depicted on the map on the following page.



The Downtown Historic District contains a variety of historic buildings.

DOWNTOWN HISTORIC DISTRICT



Sources: Esri, HERE, DeLorme, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), MapmyIndia, NGCC, © OpenStreetMap contributors, and the GIS User Community

Newtown Historic District

The Newtown Historic District is the second largest of the three districts and is Salisbury's first residential district located on lands subdivided from the Poplar Hill Plantation in the early 19th century. The area developed as a direct result of fires in 1860 and 1886, which damaged businesses and homes in what is now the Downtown Historic District and caused a growing interest in establishing a residential area separate from the commercial core.

The district features a large number of massive late 19th and early 20th century Victorian style houses along North Division Street as well as along William, Walnut, and Isabella Streets. The district is roughly bounded by Wilson Street to the north, Salisbury Boulevard to the east, Mill Street to the west, and West Chestnut, Garrettson Place, West Salisbury Parkway, and Broad Street to the south. The precise district boundaries are depicted on the map on the following page.



Much of the Newtown Historic District was developed on lands subdivided from the grounds of the Poplar Hill Mansion, seen here.

NEWTOWN HISTORIC DISTRICT



Camden Historic District

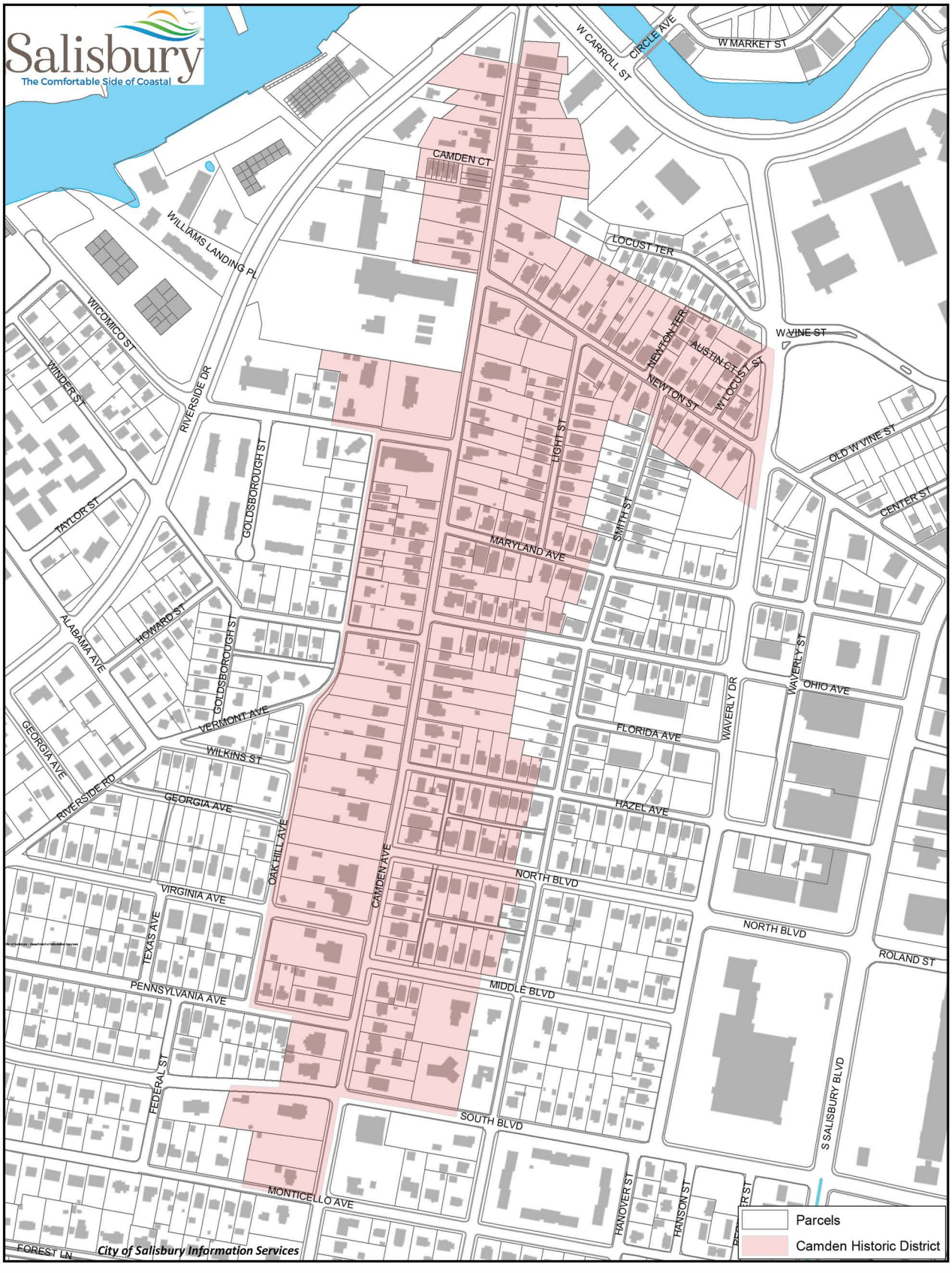
The Camden Historic District is the smallest of Salisbury's three districts. It is home to the first planned residential development in the City of Salisbury which was constructed in 1908 centered around North, South, and Middle Boulevards. The development featured sixty-foot-wide streets and deep setbacks, allowing room for plantings and sidewalks.

The district features a wide variety of architectural styles, including Salisbury's first rowhomes. The Camden Historic District is centered around Camden Avenue and is roughly bounded by the Wicomico River to the north, Waverly Drive to the east, South Boulevard and Monticello Avenue to the south, and Oak Hill Avenue to the west. The precise district boundaries are depicted on the map on the following page.



Salisbury's earliest rowhomes were built on Camden Court and Camden Avenue, circa 1917.

CAMDEN HISTORIC DISTRICT



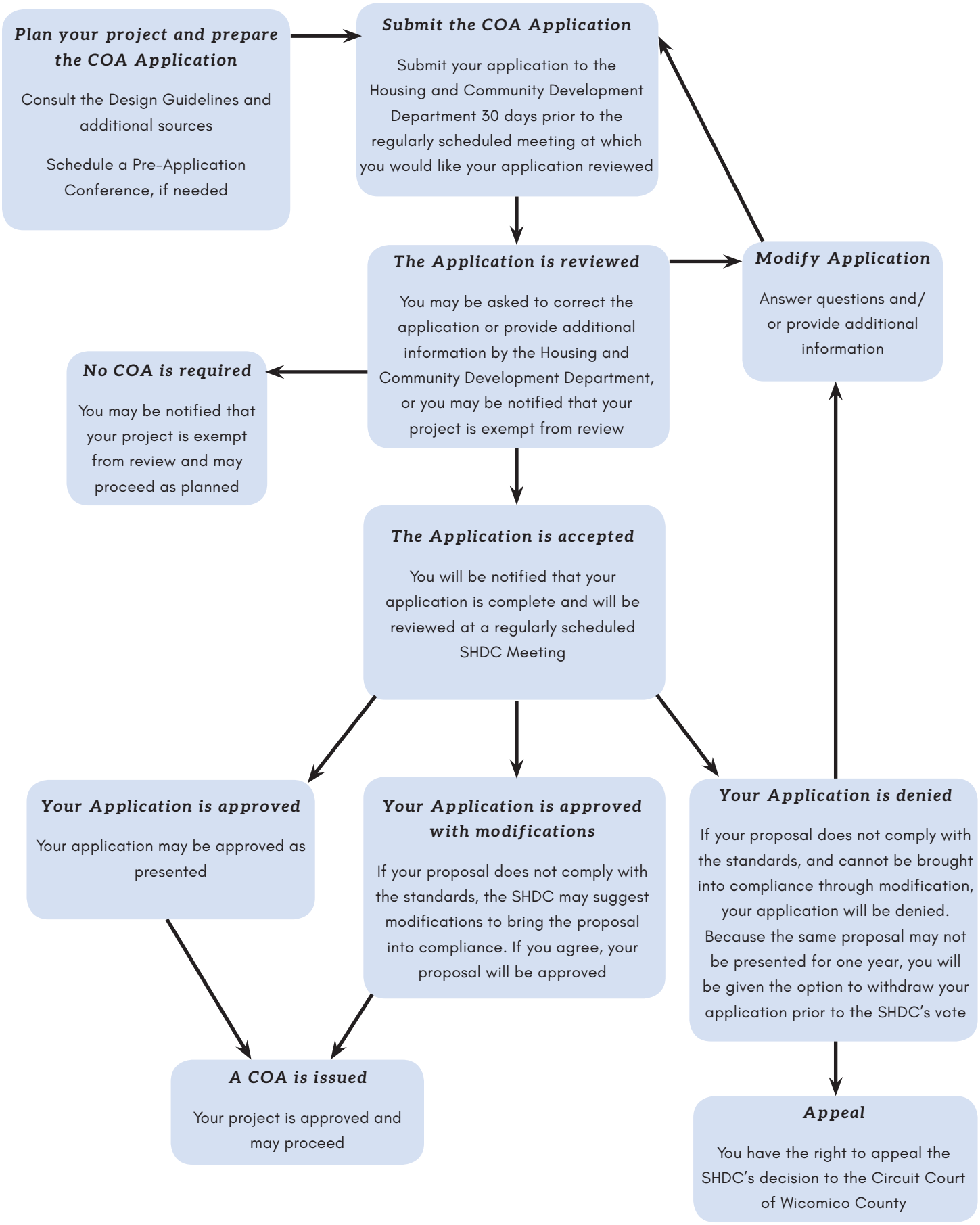
SECTION 2: PROCEDURES

OVERVIEW OF THE SHDC DESIGN REVIEW PROCESS

A Certificate of Approval (COA) must be obtained for any work that would alter the exterior of a property within any of Salisbury's historic districts. A COA may be obtained by submitting an application and supporting information to the Housing and Community Development Department for the City of Salisbury. An applicant may request a pre-application conference with the Commission to discuss the proposed work and solicit Commission feedback prior to submitting an application, if desired. All applications are inspected by the Housing and Community Development Department for completeness before being forwarded to the SHDC for review. The SHDC reviews the proposed work outlined in each application at their monthly public meetings and is required to either approve, approve with modifications, or deny each application within 45 days from the date the application is accepted as complete, unless an extension of this time period is agreed upon by the applicant and the Commission. If an application is denied by the commission, the applicant is prohibited from submitting substantially similar proposal for a period of one year.

No work on the exterior of a property within any of Salisbury's historic districts may begin until the COA is issued, regardless of whether a building permit is required. In cases where a building permit is required, the permit shall not be issued by the permitting office until the COA has been issued.

Procedures for Filing a COA Application



CERTIFICATES OF APPROVAL (COA)

DETERMINING WHETHER A COA IS REQUIRED

General maintenance work that does not involve the replacement or alterations of materials on the exterior of the property generally does not require a COA. This would include the painting of previously painted surfaces or the reattachment of a downspout, as well as minor landscaping work. Work performed on the interior of a property is not regulated by the SHDC.

Any exterior work that requires the alteration of existing features which has the potential to alter the appearance, as well as all projects involving demolition or new construction, requires submittal of an application for a COA. The Housing and Community Development Department and the SHDC will review your application and determine whether the work can be exempted from review at the administrative level or if the application must be presented and evaluated before the Commission at one of its regularly scheduled meetings. Applications for work which constitutes an in-kind replacement is most likely to be exempted as a result of administrative review, while work which is minor in scale and adheres to the guidance set forth by the Secretary of the Interior's Standards and the guidelines outlined in Section 4 of this document are most likely to be placed on the SHDC's Consent Docket. The Consent Docket is a form of SHDC review which is applicable when a proposed project cannot be exempted from review but conforms to all applicable guidelines and is therefore likely to be approved by the SHDC without further discussion.

When in doubt, contact the Neighborhood and Community Development Department early in your project planning process to determine if your project requires review!

Determine how your project will be reviewed:

STEP 1:

Is your property located within the Downtown, Newtown, or Camden Historic District?

Yes *- Proceed to Step 2*

No *- No COA is required*

STEP 2:

Does your project involve the replacement or removal of historic features?

Will the outside appearance of the property be changed?

Are you constructing a new building or addition?

Are you demolishing a structure?

Yes *- You must submit an application. Proceed to Step 3*

No *- No COA is required*

STEP 3: The Commission will decide the following:

Does the work constitute an in-kind replacement?

Is your work proposal in compliance with the Secretary of the Interior's Standards and these Design Guidelines?

Yes *- Your application may be exempted upon administrative review or placed on the consent docket, if the work is relatively minor.*

No *- Your application will be reviewed and discussed by the Commission at a regularly scheduled meeting.*

PROCEDURAL STEPS: OBTAINING A COA

All proposed work occurring at the exterior of any property within the Downtown, Newtown, or Camden Historic Districts requires submittal of an application for a COA. The process for obtaining a COA is as follows:

IMPORTANT: If the property is subject to a Maryland Historical Trust (MHT) easement, or if the project involves state or federal historic preservation tax credits, be sure to contact MHT staff prior to applying for a COA. Contact information for MHT staff can be found online: http://mht.maryland.gov/stafflist.shtml

Step 1: Apply for all other relevant building permits prior to submitting a COA application. The decisions rendered by the SHDC do not supersede any requirements set forth by the Zoning Ordinance or the fire, health, and safety regulations of the City of Salisbury.

Step 2: Complete the COA application (available in the office of the Housing and Community Development Department, located at 207 West Main Street, Salisbury, MD, as well as on the City's website: www.ci.salisbury.md.us). Required documentation includes:

a. A COA Permit Application Form with all fields completed.

b. Written Description of the Work Proposed – please include all proposed improvements.

c. A Site Plan, if applicable, showing the location of all proposed work.

d. Scaled and Measured Drawings and/or Plans – these may include plans and elevations, and should show the proposed alterations as well as relevant details on existing features. Alternatively, a scale mock-up of the proposed work may be provided.

e. Color Photographs.

All submitted photographs should be labeled with a description of the image's content.

For an existing structure, photographs of all elevations should be provided in addition to photographs of the area to be altered, as well as close-up photographs of architectural details, and photographs of the adjacent (neighboring) properties are required.

For a proposed new structure, photographs of the proposed building site and all adjacent properties must be submitted.

f. Samples of proposed materials and/or copies of the manufacturer's product literature or product specifications.

Step 3: Submit the completed application to the Housing and Community Development Department by emailing the completed application to Trish Warrington, Office Manager, at twarrington@salisbury.md. Digital applications may also be submitted on a CD, flash drive, or other digital media in person at 207 West Main Street. Once an application is received by the office it becomes public information. Applications must be submitted at least 30 days prior to the applicant's desired meeting date. Regular meetings of the SHDC occur on the fourth Wednesday of every month and are advertised on the City's website (www.ci.salisbury.md.us).

Step 4: The submitted application will be reviewed upon receipt and may be returned to the applicant for modifications if the Housing and Community Development Department determines that the project does not conform to existing code or zoning requirements or if the application does not include all of the relevant information necessary for the Commission's review. Additionally, an application may be returned to the applicant if an outstanding historic preservation ordinance violation on the property exists and has not been abated.

Step 5: The office, upon review and completion of all required documentation and application information shall notify the applicant of the next scheduled meeting wherein the application will be reviewed. Applicants whose projects are on the agenda are required to attend the meeting to describe the proposed work and answer questions as the project is being reviewed. You are encouraged to bring any additional resources you believe will support your COA application, including samples and mock-ups, as well as any additional information or documentation as requested.

Step 6: The SHDC may approve an application as submitted, may approve the application with modifications discussed and agreed upon during the course of the hearing, or may reject the application.

The Commission makes every effort to avoid the outright rejection of an application. If it appears during the course of a hearing that the application cannot be approved as submitted, the Commission will attempt to negotiate modifications to the proposed work to bring it into compliance with the applicable guidelines, or may suggest that the applicant withdraw and revise the application. In the event that an application is rejected, the applicant is barred from submitting an identical application for a period of one year unless the applicant can demonstrate that the structure has changed due to some casualty or the applicant can provide substantial new evidence pertaining to the proposal.

Step 7: In the event that an application is approved as submitted, a COA will be authenticated by the SHDC Chairman and Secretary and be promptly issued. No work may begin until the COA is filed with the Department of Building, Permits and Inspections and all relevant building permits are obtained.

In the event that an application is approved with modifications, those modifications will be specified on the COA and endorsed by the applicant's signature, and promptly issued. No work may begin until the COA is filed with the Department of Building, Permits and Inspections and all relevant building permits are obtained.

In the event that an application is rejected, a Certificate of Rejection (COR) will be authenticated by the Chairman and Secretary and promptly issued. The proposed work outlined in the application may not be conducted.

APPEALS

Any persons, firm, corporation, or other party aggrieved by a decision of the Commission has the right of appeal in the Circuit Court of Wicomico County. Appeals must be filed within 30 days of the date of the SHDC's final decision.

PRE-APPLICATION CONFERENCE

If you wish to discuss your proposed project with the Commission prior to submitting an application, a pre-application conference may be scheduled. This provides the applicant with the opportunity to solicit feedback from the Commission regarding the appropriateness of their application prior to completing project planning and preparing the necessary documentation.

The pre-application conference procedure is as follows:

1. Any prospective applicant may request a conference with the Commission prior to filing 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 supporting materials and documentation 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.

VIOLATIONS

Any person who violates section 17.52.080 of the Salisbury City Code by making unapproved visible change to a site or structure in any of Salisbury's historic districts shall be guilty of a municipal infraction and subject to a civil penalty. In the case of a continuous violation, each day that the violation continues shall constitute a separate violation. Immediately upon discovery of a violation, the Housing and Community Development Department shall issue a stop work order to the property owner. A fine of up to $500 per day that the property remains in violation may be issued.

In the event that unapproved work completed without a COA is reported to the Housing and Community Development Department, or is noted in the course of routine code enforcement patrols, a Corrective Action Letter will be issued, requiring the property owner to submit a COA application for the completed work. In the event that the property owner does not comply with the Corrective Action Letter, a fine of up to $500 per day that the property remains in violation may be issued.

DEMOLITION

The majority of buildings throughout all three of Salisbury's historic districts are considered contributing structures to the overall district. The loss of any contributing structure could have an adverse effect upon the district as a whole. Demolition is generally discouraged; however, it may be approved in certain situations.

An application for demolition of a historic structure may be approved if it meets the following conditions:

1. Such structure is a deterrent to a major improvement program which will be of substantial benefit to the city;
2. Retention of such structure would cause undue financial hardship* to the owner; or
3. Retention of such structure would not be in the best interest of the majority of the community.

*An undue financial hardship, as it pertains to historic preservation, exists when a building or structure cannot be adapted for use for any purpose and its required retention would constitute a "taking." Financial hardship is not dependent on the income or wealth of the applicant, nor is it applicable when the property's deteriorated condition is the result of willful neglect on the part of the owner.

DEMOLITION BY NEGLECT

Demolition by neglect is defined as the willful neglect in the maintenance and repair of a building or structure that does not result from a property owner's financial inability to maintain and repair the property. Property owners are expected to maintain their property in good condition and in compliance with Health and Safety codes. Willful neglect of a property in order to necessitate demolition of a property whose demolition would otherwise not be approved will be considered a violation of the Historic Preservation Ordinance. See Section 2 for additional information on violations.



The Salisbury Government Office Building.

PRESERVATION PROJECT PLANNING

DETERMINING PRESERVATION APPROACH

The SHDC and Salisbury's Housing and Community Development Department are dedicated to helping property owners maintain and improve their buildings throughout the City's three historic districts. The City and the SHDC encourage property owners to contact the Housing and Community Development Department early in your project planning for technical advice and other planning considerations, including sources of potential funding. Additional resources can be found in Appendix C.

Regular maintenance is the key to preserving the original design and historic features of your property. Preserving original building features through maintenance and repair saves money in the long run as compared to replacing deteriorated features and is better for individual property values and for the neighborhood as a whole. Protection and maintenance of existing historic features is the first preferred approach for treating historic properties. In situations where building features have deteriorated or suffered damage as a result of deferred maintenance or other factors, repair of those features is the next logical and most preferred option. Replacement should only be considered where the deterioration of significant features has progressed beyond the point where repairs are possible. When replacement of a historic feature is necessary, replacement parts should be of the same materials, design, scale, and detailing whenever feasible.

The following steps are recommended in considering a preservation approach for your project:

1. Identify the building's significant, character defining historic features. These would typically include historic windows, doors, trim, siding, woodwork, and other historic features. Understanding the architectural style of the building will help identify which building features are critical to the building's overall historic character. An architectural style guide can be helpful for this purpose and can be found in Section 3.
2. Determine the building's overall integrity. Understanding the building's historic integrity will help to determine the appropriate preservation approach. Guidance for assessing your property's integrity is discussed in greater detail in the following sections.
3. Protect and maintain significant historic features. Regular maintenance is the best way to preserve any building, old or new. Maintenance activities typically do not require a COA, provided that the exterior appearance is not altered.
4. Rehabilitate by repairing deteriorated historic features. Appropriate repairs are discussed in detail throughout Section 4.
5. Replace features that are beyond repair or which have been entirely lost. Only when a feature is deteriorated beyond repair, or is missing from the building entirely, should replacement be considered. "In-kind" replacement – in which the new feature is identical to the historic feature – is the preferred approach for replacement. Where in-kind replacement is not feasible, other options exist and are discussed in detail throughout Section 4 and discussed in greater detail in Appendix B

HOW THE COMMISSION'S DECISIONS ARE GUIDED

The SHDC is tasked with evaluating the historical appropriateness of proposed alterations to the exteriors of properties within each of Salisbury's historic districts as outlined by the City's Historic Preservation Ordinance and the Salisbury Historic District Commission Rules and Regulations.

The SHDC Rules and Regulations state that the Commission shall consider the following factors in its review of applications:

> a. The historic, cultural, archaeological and architectural significance of the site or structure and its relationship to the historic, cultural, archaeological or architectural significance of the surrounding area;
>
> b. The relationship of the exterior architectural features of the structure to the remainder of the structure and the surrounding area;
>
> c. The general compatibility of exterior design, scale, proportion, arrangement, texture, and materials proposed to be used, and;
>
> d. Any other factors which the Historic District Commission considers pertinent.

The Commission's evaluations are guided in part by the Secretary of the Interior's Standards for the Rehabilitation of Historic Properties, which are a set of guiding principles established by the National Park Service for the preservation and rehabilitation of historic properties. Salisbury's Historic Preservation Ordinance and the Commission's Rules and Regulations are based on the Standards for Preservation, while these guidelines are primarily based on the Standards for Rehabilitation (see Appendix C). More information on factors contributing to the Commission's decisions can be found in the following section.

Remember – coordinate with the Neighborhood and Community Development Department early in your project planning process.

FACTORS THE COMMISSION CONSIDERS

The SHDC considers several factors when reviewing COA applications, including the property's historical significance, its material integrity (how much of the original building materials are still in place), and how the project will affect or impact the appearance of the surrounding area.

Character Defining Features

The term "character defining features" refers to all of the individual components of a property which make up its overall historic character. These features include small-scale objects, such as the building's historic windows, doors, trim, and other details. Larger-scale features, like the building's overall shape, the arrangement of window and door openings, and its site and setting are also considered character defining features. These features are integral to a building's historic identity and should be retained and preserved. The SHDC will review each COA application and consider which of the building's elements are character defining and whether they may be negatively impacted by a proposed project.

Neighborhood Context

Alterations or new additions to buildings within the historic district will be reviewed by the Commission for their consistency with the historic design features of the existing building as well as for their contribution and compatibility with the Historic District as a whole. The context of a historic building is defined by historic and environmental features that make up the setting and collectively contribute to the district's overall identity and character.

More specifically, the Secretary of the Interior's Standards for Rehabilitation and Illustrated Guidelines for Rehabilitating Historic Buildings define a district or neighborhood setting as the area or environment in which a historic property is found, which may be an urban or suburban neighborhood or a natural landscape in which a building has been constructed.

Character defining features within the context of a neighborhood would include the buildings in the district, the relationship of those buildings to one and other, their scale and massing, setbacks, fence patterns, views, driveways and walkways, and street trees and plantings that come together to make up the overall setting. Loss of, or negative impact on, the character defining features of the neighborhood setting affects the historic integrity of the district as a whole.

For this reason, alterations to the front facade of properties within the historic district are the most scrutinized by the SHDC as they have the greatest potential to alter the appearance of the district as a whole. The SHDC has more flexibility in evaluating the appropriateness of alterations to less-visible sides and the rear of properties, as there is less potential for adverse effects to the district.

Contributing vs Non-contributing Properties

The historic district boundary defines an area which includes both contributing and non-contributing resources. Contributing resources include buildings that are of a historic age and retain enough of their original building features (think: windows, siding, doors, trim, etc.) to "read" as a historic building. Non-contributing buildings generally include non-historic buildings located within the district boundaries, and historic buildings whose historic integrity has been obliterated by a loss of original building features through inappropriate alterations. When reviewing COA applications, the Commission will determine whether a property is contributing or non-contributing based on the property's historic significance and its material integrity using a worksheet which can be found in Appendix F.

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.

Exterior alterations to non-contributing properties must still be assessed by the Commission for historical appropriateness because non-contributing buildings are still a part of the overall setting and neighborhood context. Alterations to non-contributing properties still have the potential to adversely affect the district as a whole and require a COA.





(Above) Non-contributing, contemporary buildings in the Downtown Historic District.

ASSESSING INTEGRITY

There are seven aspects of integrity which contribute to a historic property's overall significance: location, design, setting, materials, workmanship, feeling, and association. These aspects are used in assessing historic properties eligibility for listing in the National Register of Historic Places, but are also used by the SHDC in assessing whether a property is of historic significance and contributes to the district as a whole, and in turn, in evaluating the appropriateness of proposed projects throughout Salisbury's historic districts.

Additional guidance on evaluating a property's integrity is available online through the National Park Service: https://www.nps.gov/nr/publications/bulletins/nrb15/nrb15_8.htm.

While ultimately the determination of whether a building retains sufficient integrity to be considered a contributing resource is made by the SHDC, understanding your property's level of integrity will help you to determine the most appropriate approach to treatments – and those most likely to be approved.

High Integrity: A property with high integrity is one where the original design and historic materials remain largely intact. Preservation of the historic appearance is the preferred approach for treating properties with high integrity, however, rehabilitation may also be appropriate when some original features are in need of repair or replacement. These are properties where proposed alterations are required to be "strictly judged" by the Rules and Regulations of the SHDC.

Moderate Integrity: A property with moderate integrity is one that has only been partially altered but many of its historic features remain intact. A good, commonly seen example of a property with moderate integrity would be a commercial property where the first-floor storefront has undergone multiple alterations but the historic appearance of the upper floors remains intact. Another example would be a residence whose roof and siding has been replaced with modern materials but whose windows, doors, and other architectural details remain in place.

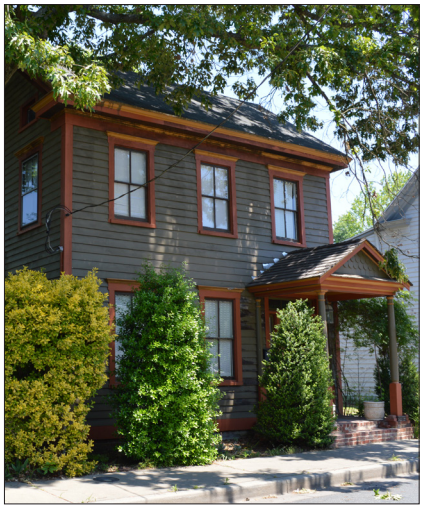
Several approaches may be appropriate for treating properties with moderate integrity. This may include restoring the property to its historic appearance based on historic photographs or other documentary evidence, if the project budget allows; or maintaining the appearance of the existing historic fabric while updating materials and features which have already been replaced with new features that are compatible with the building's overall design, and that of the district as a whole.

Low Integrity: In a property with low integrity, the building's form may be the only recognizable historic features as most materials and details have been lost, altered, covered, or replaced. An example would be a historic Foursquare whose roof, porch, windows, doors, and siding have all been replaced with modern materials.

Options for treating properties with low integrity include: maintaining the building "as-is," for example, replacing existing vinyl siding with new vinyl siding; restoring the property to its original historic appearance, if the budget allows and sufficient documentary evidence is available; and creating a new design for the building which is compatible with the surrounding properties in terms of mass, scaling, and design.

High Integrity





Moderate Integrity





Low Integrity



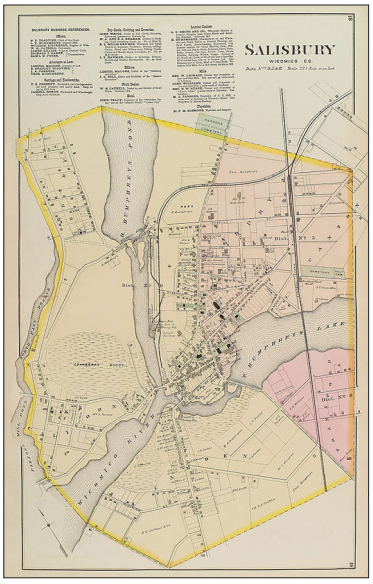


SECTION 3: SALISBURY'S HISTORICAL CONTEXT

HISTORY OF SALISBURY

OVERVIEW

Salisbury's history is closely linked to the history of Maryland's Eastern Shore. Salisbury was shaped by three chief elements: political divisions, its strategic location on the Wicomico River, and three disasters that changed the face of the City through rebuilding efforts. These factors contributed significantly to the economic sustainability of the City and the region. Transportation also played a key role - the arrival of the steamboat, railroad and the modern-day construction of Route 50 all helped to shape Salisbury's development. Today, Salisbury is the largest city on the eastern shore and the second largest port in Maryland.



1887 Map of Salisbury

Salisbury was formed in 1732 by an act of legislation introduced by John Caldwell to create a county seat for Somerset County. The Somerset Delegation, consisting of George Dashiell, Levin Gale and Allen Grancis, in addition to John Caldwell, presented that "There is a very convenient place for a town at the Head of the Wicomico River." Salisbury was established on fifteen acres of land located between the north and east branches of the Wicomico River, built around three milldams. By 1747, it was a prosperous town, and by the end of the 18th century had become a thriving commercial center.

As a result of its location on the Wicomico River and the primary north-south road of the Delmarva peninsula, Salisbury attracted commercial and industrial enterprises and continued to grow throughout the 19th century. By 1817, the Downtown area had begun to emerge. The development concentrated itself along Bridge Street (Main Street), Dividing Street (Division Street), and Church Street. Salisbury had started to develop to the north of this area, as well, although the complex network of streets in the Newtown Residential District wasn't fully developed until the mid-to late 19th century.

During the 19th century, Salisbury was an active seaport second only to the City of Baltimore and had been dubbed "The Hub Of Delmarva". The city was incorporated in 1854 and became a central "hot spot" for trade on the Eastern Shore as well as a gateway for settlers seeking land for new homesteads. By 1860, the railroad had reached Salisbury and the boundaries of the town had expanded well beyond the original 15-acre parcel, and the population neared 2000. In 1867, the State legislature passed a new constitution and formed Wicomico County from portions of Somerset and Worcester Counties. Salisbury became the seat of the new county and, as a result, grew in influence.

The 1860s, however, also ushered in difficult times in Salisbury - a fire in August of 1860 devastated the Downtown area, which comprised the majority of the town at that time. As a result, a building boom occurred north of the Downtown area, spurring the growth of the Newtown district. Fire struck the Downtown area again in 1886, and as a result of the two conflagrations, the majority of the City's earliest buildings were lost. New regulations requiring the use of brick and stone building materials for all new construction were put in place after the 1886 fire. The introduction of these durable materials replaced the more typical wood construction previously used in the City and helped to transform Salisbury into what we see today.

By the 1870s, an extensive railroad network was developing on the Eastern Shore, transforming Salisbury into a transportation hub. Salisbury's shipping capacity was simultaneously improved by dredging and other improvements to the Wicomico River. Shortly thereafter, a connection between Baltimore and the Eastern

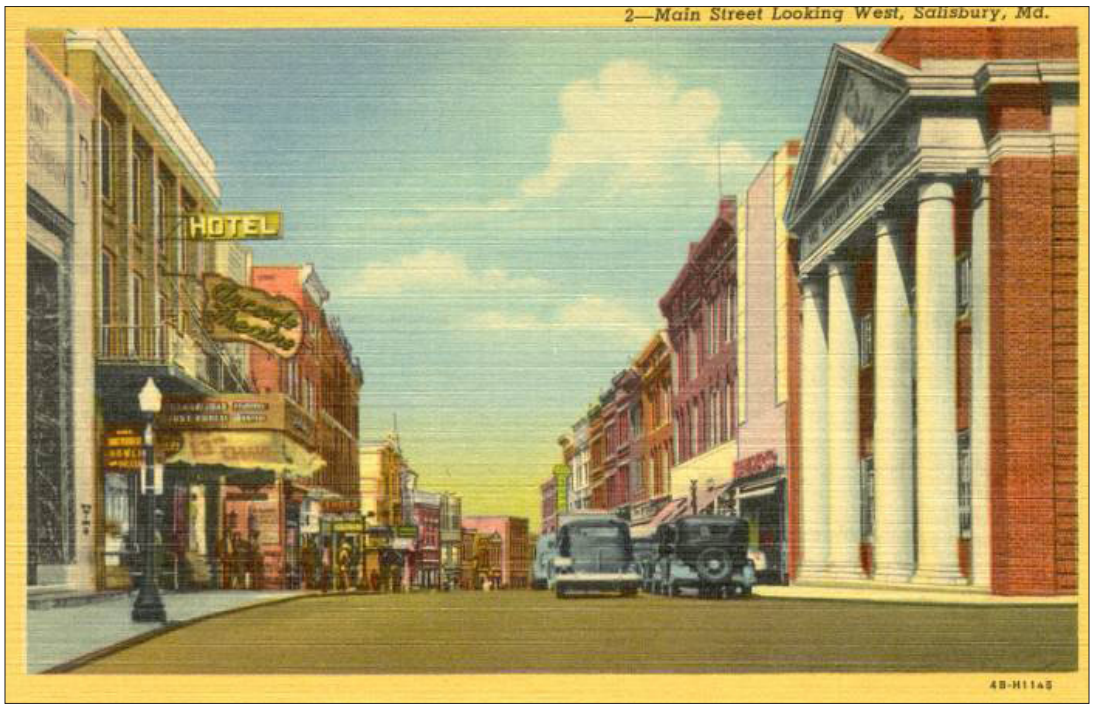
Shore was established, opening the region to the Northeast and expanding the operations of the freight yards in Salisbury. As a result, Salisbury would continue to grow in influence and experience a boom in building activities that would last through the early 20th century.

By 1877, the Downtown area continued to concentrate development along Main Street and Division Street. On the west end of Main Street, the buildings were more sparsely spread out. The Newtown neighborhood had evolved into a more complex network of streets and the Camden Historic District began to shape the southern portion of Salisbury where houses formed along Camden Avenue.

In 1888, Salisbury's government structure was changed from a Board of Town Commissioners to Mayor and Council, which had a great impact on its growth and development at the turn of the century. Most of the early sessions of the town government were devoted to planning and directing the rebuilding of Salisbury. Sewer lines were laid using terracotta pipe, and a water distribution system resulted in the installation of hydrants and attractive iron fountains.

The population of Salisbury by the turn of the century had grown significantly and so had business activity along Main Street with modern conveniences such as electricity, telephones and gas supplied by the City. In the 1920's, Main Street was extended east of Division Street and past the Courthouse.

When the automotive industry forged ahead in the 20th century with the mass production of cars and trucks the demand for better roads increased. The present U.S. Route 13, also known as Ocean Highway, ran directly through Salisbury until the east-west Ocean Gateway, U.S. Route 50, was completed allowing for the transport of products between the Eastern Shore and the western shore towns and cities. It also brought city dwellers to beach front communities beyond Salisbury, ultimately bypassing the City and its downtown area.



This vintage postcard view of Main Street shows buildings that are still present as well as buildings that have since been lost.

Downtown Historic District

The Downtown Historic District is the largest of Salisbury's three historic districts and encompasses the City's commercial center. 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.

During the 19th century, downtown Salisbury evolved a prominent area for trade on the water. Dock Street was created in the 1830's and provided access to both water and rail transport. A thriving commercial core began to take shape along what is now Main Street.

The late 1800's brought about significant change in the evolution of Salisbury's downtown historic district. In the 1860's, there was a fire that devastated the commercial core, which the City of Salisbury immediately restored. This was in part due to the establishment of Salisbury as the county seat of the newly formed Wicomico County.

In 1878, Wicomico had raised $25,000 for the construction of the County Courthouse, which was placed at the corner of East Main and Division Streets. The eclectic Victorian Courthouse, designed by architect E. M. Butz, combines Gothic, Romanesque and Second Empire styles with exuberant exterior patterned brick and stone decoration.

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.

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.

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.



View of the Main Street streetscape.



Storefronts are often changed to reflect evolving trends.

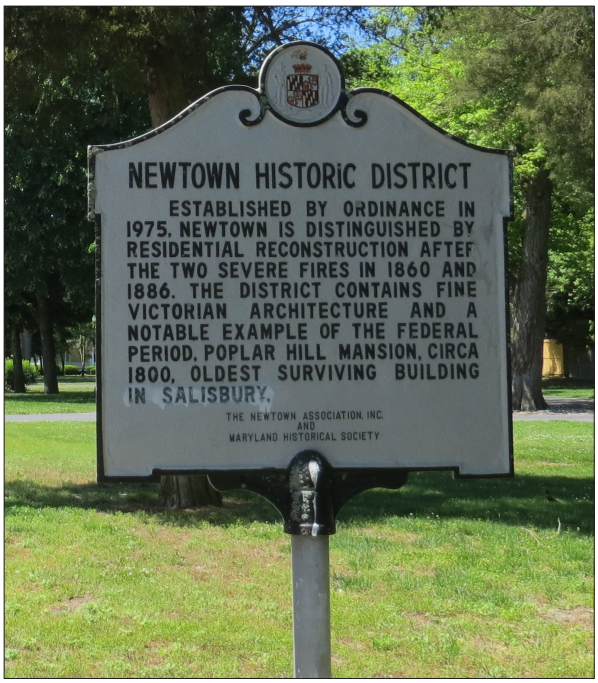
Newtown Historic District

Located just north of Ocean Highway (US Route 50), the Newtown Historic District is the older and larger of the two residential Historic Districts in Salisbury. The Newtown Historic District is Salisbury's earliest purely residential district, laid out slowly over time on lands subdivided from a large tract of land known as "Pemberton's Good Will" beginning in the mid-19th century, however, structures in Newtown date from as early as 1795 to the mid-20th century. The devastating fire which damaged multiple homes and businesses in 1860 provided the impetus for rapid development in the district at that time, as resident's interest in establishing a residential area that was separate from the City's commercial core increased.

Early development in Newtown was primarily along Broad and Division Streets. Isabella, Elizabeth, and William Streets were laid out for development following the Civil War on land subdivided from the grounds of the Poplar Hill mansion. Those streets were named for the children of the owners of the mansion, John and Sarah Huston. The area surrounding Oakdale Road was the last in the district to be developed, on land subdivided from a property known as the Oaks, beginning in the early 20th century.

Newtown consists primarily of residential properties, with a cluster of churches at the southern end of the district. The majority of the buildings in the district are large scale and fairly close to one another. Most are frame dwellings which are typically two-and-one-half stories tall and three to five bays wide. The streetscape features consistent setbacks and mature street trees, and most of the residences feature large front porches. A wide variety of 19th and 20th century architectural styles are represented in Newtown, including the Queen Anne, Greek Revival, Second Empire, Colonial Revival, Minimal Traditional, and Shingle Styles. The Foursquare building type, popular at the turn of the 20th century, is well represented.

The district is rich with architectural features associated with a variety of Victorian styles. These include gingerbread trim, colored glass windows as well as windows with diamond-shaped panes, leaded glass windows, shaped shingles, and other decorative woodwork.



The Newtown District was established in 1975.



Brick pavers at street crossings are common in the Newtown District.

Camden Historic District

The Camden Historic District is the smallest of the three districts and, like the Newtown Historic District, it developed over time and contains primarily residential buildings of an assortment of types and styles. The Camden Historic District is home to the first planned residential development in the City of Salisbury. This 1908 development was centered on North, South and Middle Boulevards and boasted sixty-foot-wide streets, with fifteen feet on each side of the road for sidewalks and plantings. Alleys were added so that driveways did not consume the front yards.

Camden Avenue was once the main highway between Salisbury and Princess Anne to the South and north to Delaware towns. After the fire of 1886, a City ordinance was established requiring sidewalks to be maintained in front of properties as well as the establishment of rights-of-way for various streets. As a result, what was then known as Camden Street was straightened and widened.

In 1909, the dam at South Division Street failed and washed away the bridge across the Wicomico River at Camden Avenue and all of the industrial operations in the area including the lumber and grain mills. At that time, the bridge was the sole connection between Camden and Downtown Salisbury. The Humphrey family, who owned the dam, decided against the reconstruction of the dam which led to a long-drawn- out debate between the City and Wicomico County. The County Commissioners ultimately undertook the financial responsibility for the reconstruction of two new bridges. Once the connection between Downtown and Camden was restored, Camden increasingly grew. Many of the homes that were constructed each maintained their own identity.

It was the location of the City's first known sanitary sewer, which was installed in 1887 to serve the homes of two prominent residents, L.W. Gunby and William P. Jackson. Mr. Gunby, in partnership with the Salisbury Auto Company, opened the City's first automotive sales and service facility on Camden Avenue in 1909. The district is also the home of Salisbury's first rowhomes, which were constructed on Camden Avenue and Camden Court in 1917.

The district is home to a wide variety of architectural styles, including Colonial Revival, Craftsman, Minimal Traditional, as well as Queen Anne and other Victorian styles. Most of the residences throughout the district were constructed around the turn of the 20th century and popular early 20th century building types, including the American Foursquare, are well represented. The district can be characterized by its medium density with consistent setbacks, wide streets, sidewalks with planting strips, and mature street trees.



These eclectic houses were constructed in the early 20th century.



The Camden District features wide streets and mature street trees.



The American Four-square house type is common in the Camden District.

ARCHITECTURAL STYLE GUIDE

INTRODUCTION

Architectural style is defined by a building's shape, proportion, materials and ornamental detailing. Few structures display all of the characteristics of a particular style and many buildings exhibit eclectic details from a mix of styles. Building type describes a structure's function and form. Building types, such as "American Foursquare," "rowhouse," or "twin" houses are sometimes associated with one or more architectural styles.

While the word "Victorian" is commonly used to describe an architectural style featuring heavy ornamentation, steeply pitched roofs and a proliferation of turned woodwork and polychrome finishes, the word actually refers to a period of time, the Victorian Era, which spanned the 1830s through the early 1900s and in which several architectural styles were popular. The Italianate, Gothic Revival, Queen Anne, Romanesque, and Stick and Shingle Styles are all styles which fall under the "Victorian" umbrella.



These eclectic dwellings feature stylistic elements from a range of Victorian styles, including Gothic Revival, Shingle, and Queen Anne.



The Gillis-Grier House, built 1887, is a high-style Queen Anne house in the Newtown District.



This vernacular example features Queen Anne elements including a complex roof form and applied surface ornamentation.

"Vernacular" architecture encompasses buildings constructed according to traditional methods of construction within a specific locality or for a particular group of people. These local variations in historic architectural styles often occurred when carpenter-builders and designers combined vernacular forms, pattern book designs and their own ideas. Often these structures are designed and built by individuals who were influenced by local climate, available building traditions, and contemporary architectural fashions and styles.

"High style" refers structures built according to the doctrines of a specific, readily identifiable, national or regional architectural style, such as Queen Anne or Stick Style and are designed by professional architects and builders or derived from architectural guidebooks. Designers of high style buildings were often strongly influenced by contemporary trends, fashions and academic principles.

While some high style examples can be found throughout all three districts, most of the buildings found in Salisbury are vernacular. These are buildings with details reflecting popular architectural stylistic influence from the period in which they were designed and constructed. Residential architecture in the Camden and Newtown Historic Districts presents both vernacular and high style examples, and the same is true of the commercial architecture in the Downtown Historic District.

BUILDING TYPES

Commercial Architecture of Salisbury



Two-Part Commercial Block (1850s-1950s)

The majority of historic commercial buildings in Salisbury are of two-part commercial block type. This building type is common throughout the United States and is typified by being two to four stories in height and having a horizontal division which splits the building into two distinct parts based on interior use – typically, public spaces such as storefront, lobbies, or restaurants at ground level and more private spaces, such as offices, meeting rooms, or living quarters on the upper stories. Nearly all of the building's in Salisbury's Downtown district are of the two-part commercial block building type.



Three-Part Commercial Block (1880s-1930s)

The three-part commercial block building type is similar to the two-part commercial block type; however, it is typified by having five or more stories and three horizontal divisions. It is analogous to the classical column, evoking a base, shaft, and capital. The first and top floors are more heavily ornamented than the middle floors, with the top floor typically featuring the heaviest application of ornamentation.



Enframed Window Wall (1900s-1940s)

The enframed window wall type is characterized by a centrally located window enframed by a wide and typically continuous border. These central window walls may span one or two stories, and this type may also include a horizontal division similar to the two-part commercial block. The type was popular in the early 20th century, and Salisbury's downtown features two Art Deco style examples.

Commercial Architecture (cont.)



Temple Front (1820s-1940s)

Temple front buildings have facades which mimic the temples of Greek and Roman antiquity. Rather than having been developed for commercial use as the other building types listed here, the temple front was most often used on religious, civic, and institutional buildings. A common exception is bank buildings, which, prior to the mid-19th century often had little in common with other commercial buildings in terms of appearance.



Vernacular Storefront (1850-1950)

The vernacular commercial storefront of the late 19th and early 20th centuries is found throughout Salisbury's Downtown Historic District. These storefronts commonly appear as the first-floor level of the two- and sometimes three-part commercial block. These storefronts typically feature large windows for the display of goods, with a bulkhead below the display windows, and a recessed main entrance.

The majority of vernacular commercial storefront buildings in Salisbury's Downtown Historic District have brick facades, some with stone detailing. Most feature ornamental details from various early 20th century architectural styles. Although construction of vernacular commercial storefront buildings began as early as 1850 and continued into the first half of the 20th century, the majority in Salisbury were constructed at the turn of the 20th Century.

Residential Architecture



American Foursquare

The American Foursquare was one of the most popular house types during the period spanning 1900 through the 1930s. Virtually every company in the business of producing and selling mail-order houses or plans advertised models of the American Foursquare. It was often promoted as the "most house for the least money."

The foursquare gets its name from its floor plan which typically featured four roughly square rooms on each floor and a side stairway. The type is easily recognizable, having a roughly square, blocky form and featuring a hipped or pyramid-shaped roof, often with a central dormer and a full-width front porch. They are typically two to two-and-a-half stories high and two or three bays wide, and often feature craftsman style details.



Bungalow

The bungalow is one of the most commonly found architectural forms in the United States dating from the 1900s through the 1940s. These one- and one-and-a-half-story dwellings were both economical and practical - they were both easy to build and fully customizable. Common characteristics include compact size, project eaves, multiple gables, asymmetrical facades, and low-pitched roofs with large dormers as well as full-width front porches integrated into the building's main roof. This building type is commonly associated with the Craftsman style and exposed rafter tails and other Craftsman elements are commonly found.



Homestead or Gable Front Type

The Homestead house is utilitarian, a vernacular descendant of both the nineteenth-century American farmhouse and the early 1800's Greek Revival "Temple House," with its pediment-like gable. The layout of the gable front type was well suited to narrow lots and the type is commonly found in urban neighborhoods and towns throughout the northeastern United States.

The house is square or rectangular, and topped by a simple gabled roof. The type was used both as simplified worker housing with an absence of stylistic details as well as more highly finished versions with applied ornamentation for the middle class.

Residential Architecture (cont.)





Single and Double Pile Type

The single pile house type, often called an I-House, are two stories high, two rooms wide and one room deep. These side-gabled buildings were commonly constructed of frame or brick, and were a popular and affordable form of vernacular housing throughout the eastern United states in the from about 1800 through 1930. The form was often modified with the addition of porches and rear ell additions. They may be found with applied ornamentation from any number of Victorian styles.

The double pile type is similar to the I-House except that they are two rooms deep. These house types typically feature a center hall and staircase, one of the most commonly found domestic floor plans in the United States. These houses were built in a variety of architectural styles throughout history including the Georgian and Federal styles as well as the Greek, Gothic, Colonial, and Classical Revival styles.



Gabled Ell House

The Gabled Ell House is a popular post-Civil War house type which was typically constructed using balloon frame or brick bearing wall construction. Typically two stories, the gabled ell house is constructed with a central mass with a gable front and an intersecting wing of the same height placed perpendicularly, giving the building an L shaped plan. The long wing of the house usually faces the road and typically includes a porch positioned at the juncture of the two wings. The long wing of the house was usually positioned to face the road, however, on narrow lots builders often turned the alignment so that the short wing faced the street.

A gable ell house may be ornamented with details from any of the Victorian era styles, particularly on the porch. The gable ends often have attic vents, decorative shingles, and variegated wall treatments.

ARCHITECTURAL STYLES

Gothic Revival buildings in Salisbury



Gothic Revival

The Gothic Revival style reached the height of its popularity during the 1830s and 1840s. Born of the Picturesque movement and popularized in the pattern books of Andrew Jackson Downing, it was the earliest of the Victorian styles to challenge classical norms. The movement abandoned the symmetry and order of Classicism in favor of asymmetry and variety in texture and color.

The style is typified by an asymmetrical plan and steeply pitched gables and pointed arches. Character defining features of the Gothic Revival style include an emphasis on verticality in proportions, a proliferation of "gingerbread" and scrolled woodwork detailing, and diamond-pane casement windows.

Italianate buildings in Salisbury



Italianate

The Italianate style was popular from the 1830s through the 1870s and is a romanticized interpretation of Italian villas found in the Tuscany, Umbria, and Lombardy regions. Its use continued into the early 20th century.

The style is typified by flat or low-pitched roofs with over-hanging eaves, bracketed cornices, squared towers, and narrow window openings with round or segmental arches, decorative hoods and protruding sills. Windows are typically two-over-two or one-over-one. The style emphasizes verticality in building proportions.

Italianate homes have rectangular, boxy plans with low pitched hipped roofs and overhanging eaves. Most Italianate homes are symmetrical in design, and some display box towers or center gables on the façade. Usually two stories, these dwellings often have small single-story entry porches supported on columns. There are residential examples of Italianate architecture in Newtown, and various commercial storefronts in Downtown Salisbury feature Italianate detailing.

Gothic Revival buildings in Salisbury







Italianate buildings in Salisbury









Romanesque Revival buildings in Salisbury



Romanesque Revival

The Romanesque Revival style was inspired by the medieval Romanesque architecture of France and Spain and was popularized by the work of architect Henry Hobson Richardson. Richardson developed the style in the Boston area in the 1870s, and the style gained popularity as a result of a monograph of his work which was published following his death in 1886.

The style was commonly used in large public and ecclesiastical buildings beginning in the 1880s. Romanesque structures are normally of masonry construction and feature rough-faced, rusticated stonework, towers with hexagonal roofs, round arches, squat columns, recessed windows, and carved ornamentation.

Queen Anne buildings in Salisbury



Queen Anne

The Queen Anne Style was the dominant style of domestic buildings in Maryland in the period spanning the 1880s through the 1900s. The style merged a variety of classical and medieval ornamentation. Richly decorated, the Queen Anne style is commonly brought to mind with the use of the generic "Victorian" label.

The Queen Anne style was successfully adapted to residential, commercial, and institutional uses. Queen Anne buildings are typically asymmetrical in plan, and feature turrets, window bays, towers, complex rooflines, decorated chimneys, and large and ornate porches. A variety of materials with contrasting textures, including brick, wood stone, slate, and tile were often combined to create a picturesque effect.

Romanesque Revival buildings in Salisbury





Queen Anne buildings in Salisbury





Second Empire buildings in Salisbury



Second Empire

The Second Empire style was inspired by the buildings of Paris, which had been redesigned dramatically during the country's Second Empire period which spanned 1852-1870 and coincided with the reign of Napoleon III. The style is similar in both form and detail to the Italianate, and was particularly popular in the United States during the building boom following the Civil War. The style was adapted to both symmetrical and asymmetrical floor plans and was used in both commercial and residential buildings.

The signature feature of the Second Empire style is the mansard roof, whose nearly vertical pitch allowed for more usable attic space than more steeply pitched roof types. Other hallmarks of the style include polychrome patterned slate shingles, prominent cornices, roof cresting, and rounded dormers.

Shingle Style buildings in Salisbury



Shingle

Loosely based on late medieval English forms, the Shingle Style is a distinctive American style first used in New England for summerhouses. Although it shares several traits with the Queen Anne Style, the Shingle Style differs with its predominant use of dark wood shingle treatment, sweeping rooflines with shallow eaves and a typically less complex form. Elements of the Colonial Revival style are also incorporated into the Shingle style, including gambrel roofs, Palladian windows, and classical columns.

The style is identified primarily by the widespread use of shingles, the style varied significantly in terms of its form. A number of houses in in Salisbury's residential historic districts utilized Shingle style details to create a vernacular iteration of the style.

Second Empire buildings in Salisbury



Shingle Style buildings in Salisbury





Stick Style buildings in Salisbury



Stick

The Stick style was influenced by European trends in the mid-19th century which revived interest in late medieval rustic country architecture. The style is centered on balloon frame construction and expresses truthfulness in its wooden construction through the use of conspicuous external wall treatments and joints. Stick Style buildings emphasize height with steeply pitched and intersecting gable roofs.

Decoration is two-dimensional expressing the structural and skeletal character of the building through purely decorative crisscrossing timbers, called "stickwork" for which the style was named in the mid-1900s. Stick style details are found in some of Salisbury's eclectic residential architecture.

English Tudor Revival buildings in Salisbury



English Tudor Revival

Its steeply pitched and side-gabled slate roofs, tall chimneys and decorative half-timbered wall surfaces reminiscent of countryside cottages in England describe the English Tudor Revival Style. Most versions are a combination of brick, rubble stone and half-timbering, although many examples are finished with stucco. The English Tudor Revival Style was one of several period revival styles that dominated domestic architecture and ready-made catalogs from the mid-1920's to the early 1930's.

Decorative half timbering on the upper stories is the signature feature of the English Tudor Revival style. Common elements also include asymmetrical plans, steep, front-facing peaked gables which may extend over entrances, and Tudor arches and ogee arched doorways. Narrow, multi-paned casement windows with leaded glass and diamond shaped panes, decorative brickwork including English and Flemish bond types, and decorated chimneys are other common features.

Stick Style buildings in Salisbury





English Tudor Revival buildings in Salisbury





Colonial Revival buildings in Salisbury



Colonial and Colonial Revival

The Colonial Revival style emerged in the 1880s following America's Centennial celebrations, which aroused civic pride and sought to restore order to what was perceived to be the Victorian excesses of American domestic architecture. The Colonial Revival style borrowed heavily from early American Georgian and Federal architecture. There are some examples of authentic Colonial architecture in Salisbury, Such as the Poplar Hill Mansion. After 1925, the restoration of Colonial Williamsburg and a rising interest in historic preservation greatly contributed to the popularity of this style. It was one of the predominant architectural styles in Maryland during the early twentieth century.

The Colonial Revival style often combined authentic colonial details with contemporary features on a more exaggerated scale than its 18th century models. The name "Colonial" actually encompasses several styles, all loosely associated with the revival of American and "old world" buildings.

Character defining features associated with the Colonial Revival style include symmetrical massing, a "colonial" entrance way with a decorative pediment and pilasters, and a main entry door topped by fanlights or rectangular transoms and flanked by side lights.

Classical Revival buildings in Salisbury



Classical Revival

The Classical Revival or Neoclassical style is based upon interpretations of classical Greek and Roman models, relying on order, symmetry and detail to create a composition of formal and symmetrical features. This style is adaptable to wood, brick and stone construction and popular in many regions of the nation. The Greek Revival style was a classical revival style popular in the late 18th and early 19th century.

Common character defining features of the classical revival style include overall symmetry, flat roofs with parapets, and entry porches with classical columns and triangular pediments, sometimes reaching two stories. Keystone lintels over windows and doors, moldings and cornices featuring dentils and modillions, dormers, and prominent curved or arched center windows on second stories are also common features.

Colonial Revival buildings in Salisbury







Classical Revival buildings in Salisbury





Craftsman Style buildings in Salisbury



Craftsman

The Craftsman style emerged at the very end of the 19th century and was heavily influenced by the English Arts and Crafts Movement, which emphasized a return to traditional handcraftsmanship and the use of natural materials. It became highly popularized through pattern books and magazine depictions and was the dominant style for small houses and the bungalow building type from the turn of the 20th century through the 1930s.

Craftsman Style dwellings often include deep overhanging eaves with exposed rafter tails, or widely overhanging eaves supported by large open brackets. Full or partial width porches which are integral to the main roof, gabled roofs, and double-hung windows, often grouped, with multiple panes in the top sash.

Art Deco and Art Moderne buildings in Salisbury



Art Deco and Art Moderne

The Art Deco style emerged in the 1920s and was popular throughout the 1930s. The Art Deco style is most easily identified by its architectural ornament, which includes stylize floral motifs and repetitive geometric forms incorporating sharp angles and segments of circles. Zigzags, chevrons and diamond patterns are typical and often are applied as decorative moldings or are integral to masonry patterns themselves. Rounded or angular corner windows are typical features and building entrances embellished with decoration extending to hardware and light fixtures reflect the style.

The Art Moderne style is a later evolution of Art Deco that emerged in the 1930s. The style is also known as "Streamline Moderne" and incorporates the machine aesthetic into architecture to emulate motion and efficiency. Art Moderne is also referred to as streamlined Moderne, and carries the aura of the futuristic. Common features include asymmetrical facades, a combination of rounded corners and angular shapes, the use of glass block, and the use of "porthole" window openings and metal railings.

Craftsman Style buildings in Salisbury





Art Deco and Art Moderne buildings in Salisbury





International Style buildings in Salisbury



International

The International Style emerged in the 1930s and remained popular through the 1950s and 1960s. Typically, International style buildings have little applied ornamentation. Character defining features of this style include a flat roof, asymmetrical facade, smooth wall surfaces, cantilevered projections, ribbon windows, and glass curtain walls.

Minimal Traditional buildings in Salisbury



Minimal Traditional

Minimal Traditional architecture emerged in the 1930s and produced small, affordable cottage-like dwellings. They often incorporated subtle influences from Colonial and the Revival styles while avoiding heavy ornamentation. The style was created by manufacturers and modern community builders who promoted and financed the construction of efficient, mass-produced and affordable houses. Many were constructed using FHA-insured loans and were constructed quickly to provide housing for servicemen following World War II.

Minimal Traditional structures are often single-story dwellings with side or cross-gables with little to no roof overhang. They have relatively flat wall surfaces and often feature attached or detached one and two car garages. Minimal Traditional features are sometimes mixed with Cape Cod and Ranch styles.

International Style buildings in Salisbury







Minimal Traditional buildings in Salisbury







SECTION 4: DESIGN GUIDELINES

INTRODUCTION

Within Salisbury is a rich array of human-scaled buildings that contribute to the integrity of the Downtown, Newton and Camden Historic Districts. Each historic district – Downtown, Newtown and Camden – in the City of Salisbury presents an opportunity to capitalize on its historic character and the quality of the resources they contain.

The following 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. The following sections contain universal guidance which pertains to all buildings in all of Salisbury's historic districts, as well as guidance which is particular to commercial properties, residential properties, and new construction.



View of Main Street in the Downtown Historic District.

MAINTENANCE

Regular maintenance is the key to preserving the original design and historic features of your property. Preserving original building features through maintenance and repair saves money in the long run as compared to replacing deteriorated features and is better for individual property values and for the neighborhood as a whole. Protection and maintenance of existing historic features is the first preferred approach for treating historic properties.

Property owners do not need to seek approval from the SHDC for general maintenance activities which do not require replacement of materials. Light cleaning (without use of abrasives or pressure), yardwork, and repainting of painted surfaces are all considered maintenance activities, however, **it is always best to ask if a COA is required** if you are unsure whether your maintenance activity will result in a change in appearance.

Often the simplest and cheapest approaches to maintaining historic buildings are overlooked in favor of high-tech methods which are more costly and complex. For example, periodic cleaning of masonry walls with mild soap and water and a bristle brush produces the same result and is more cost effective than high pressure washing or chemical cleaning techniques. The gentlest methods are most effective when they are applied pro-actively and regularly.

There are a wide range of maintenance activities that are recommended for historic buildings. A good starting place for additional information is Preservation Brief 47, "Maintaining the Exterior of Small and Medium Sized Historic Buildings," published by the National Park Service and available for reference here: https://www.nps.gov/tps/how-to-preserve/briefs/47-maintaining-exteriors.htm.



Regular maintenance is the best conservator of any building - old or new.

UNIVERSAL GUIDELINES

The following guidelines are universal and apply to all projects, within all of Salisbury's historic districts, whether commercial or residential.

Please see the following sections, Guidelines for Commercial Properties and Guidelines for Residential Properties, for additional guidelines specific to your property type.

General Guidelines

Guideline 1: Preserve Significant Historic Features

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

a. Avoid the removal of historic architectural features and materials. Historic architectural features include large scale characteristics, such as roof form and fenestration patterns; as well as small-scale features like moldings, brackets, columns, and other examples of skilled craftsmanship. A reasonable effort should be made to retain existing historic building materials, including brick and stone masonry, wood shingles and siding, stucco, etc.

b. Materials and additions which were installed at a later date than the original building construction which may have since gained significance should be retained.

Example: in a 19th century building with a 1920s Art Deco style storefront, both the upper stories which reflect the 19th century design, and the storefront, should be preserved.



This Art Deco style addition to the Old Wicomico County Courthouse has achieved significance in its own right and should be preserved.

Guideline 2: Repair Rather than Replace

a. Repair existing historic features wherever possible.

b. Use appropriate, approved technical procedures for cleaning, refinishing, and repairing historic materials. Make sure your contractor has experience with appropriate techniques.

Some cleaning methods and repair techniques can cause damage to historic building fabric and actually contribute to their deterioration over time. This hastens the need for replacement and results in increased costs. The gentlest methods available should generally be used, particularly when it comes to cleaning masonry surfaces.

Guideline 3: Restore Significant Historic Features

a. Whenever feasible, historic materials and details should be restored. Restorations of historic buildings should be completed under the direction of architects or professionals with specialized skill in building restoration and preservation.

b. Inappropriate coverings, such as vinyl siding applied over historic wood siding, should be removed and the underlying material repaired or replaced with siding which mimics the appearance of the historic material as closely as possible.

c. Non-historic alterations should be removed to restore the historic appearance. This may include re-opening infilled windows or replacing inappropriate vinyl porch posts with new turned wood posts to recreate the porch's historic appearance. Such changes should be supported by physical evidence, historic photographs or other documentary evidence. Where no evidence of the appearance of the original feature exists, a simple design consistent with the scale and massing of the building and surrounding area is generally preferred.

d. Historic alterations that have achieved significance in their own right should be retained.



Restoration involves repairing or replacing deteriorated or missing features to return a building to its appearance at a certain historical point in time.

Guideline 4: Make Sensitive Replacements

a. If replacement is required, replace as little historic material as possible with matching, compatible replacement materials.

b. Replacement parts should match the original as closely as possible in size, shape, detailing, and material.

Example: Replace individual damaged pieces of wooden board siding, leaving pieces in good condition in place.

Substitute Materials

Substitute materials are new materials or technology which are designed to simulate the appearance of a historic material.

Consider the use of substitute materials carefully. There are several situations in which modern substitute materials may be appropriate:

- When historic material is unavailable (for example, certain types of slate, or old growth lumber)
- Where historic craft techniques or skilled artisans are not available
- The historic feature has already been lost and little is known about its original appearance
- The historic material does not meet existing code requirements
- Substitute materials should only be used if they do not damage or alter the appearance of the historic resource.

For additional guidance on acceptable substitute materials, please see Appendix B.



Some materials, such as slate roofing shingles, may be difficult to replace in-kind. In some instances, replacement with a substitute material, such as synthetic slate shingles, is an appropriate solution.

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.

a. 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.

b. When permitted by law, fire escapes or fire towers should be placed at the rear or on a non-visible side of buildings

c. 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.

Best Choice:

Constructing an access ramp on the rear or side, rather than at the front entrance of a property.

Good Alternative:

Constructing an access ramp which is removable and does not damage existing historic features.

Not Appropriate:

Demolishing an existing historic porch or entry steps and installing a permanent ramp in its place.



In the above example, a means of egress has been sensitively added to the side of the building.



Positioning fire towers on non-primary facades, where allowed by code, is preferred.

Guideline 6: Adaptive Reuse

The reuse of historic buildings is encouraged; however, adaptations should be undergone sensitively to retain the building's historic character and significant features. For example, conversion of a single-family residence to a multi-unit apartment may require the addition of new exterior entrances. These should be designed sensitively and positioned on a non-visible façade whenever possible.

Adaptation of your historic building to a new use permitted by zoning code may result in conflicts with these guidelines. In most cases, designs which respect the historic integrity of the building while also accommodating new functions can be developed.

A pre-application conference is valuable in the planning stages of adaptive reuse projects. Coordinate with the SHDC to determine which characteristics are the most significant to the building and to minimize adverse impacts to the structure and the surrounding area.

a. Adhere to Salisbury's Zoning Code for permitted uses in your area.

b. It is preferable to retain a building's historic use whenever possible.

c. For buildings given a new function, retain the building's historic character. A residential building converted to a commercial use should retain the building's residential character.



Adapting buildings to compatible uses, such as the conversion of retail space to an art gallery, requires minimal intervention.

Exterior Walls

Guideline 7: Replacing Exterior Walls

a. Do not replace or rebuild major portions of exterior walls that could otherwise be repaired, or whose replacement would result in unnecessary new construction.

b. If it is necessary to replace damaged stone or brick, be selective and use material of similar size, color, and texture. Install replacement masonry in the original bond pattern and match the style of mortar joint.

Guideline 8: New Exterior Walls

a. For additions to existing structures, select building materials that are in keeping with materials used on the primary building.

b. For new construction, select building materials that are in keeping with materials used on the block.

c. For masonry walls, use bricks of similar size, color, and texture to those used historically. Concrete block and jumbo brick are not appropriate to the character of the Downtown Historic District.

d. Wood surfaces were historically painted. Unpainted wood surfaces are not historically appropriate, and are not durable.

Masonry

Stone and brick are among the most durable of building materials but they are susceptible to wearing effects with age. The natural color of the stone or brick can fade slightly and soot and dirt can accumulate on their surfaces. This fading process is viewed to be a beautification process that harmonizes between the colors of the buildings and the surrounding natural environment. Stone and brick should not be painted, as the resulting surface is neither as attractive nor as durable as the original, unpainted version. Once masonry has been painted, it is very difficult to restore it to its original appearance. Painting also limits its durability, attractiveness and low-maintenance benefits.

The mortar between the bricks and other masonry material may require repair in areas where the mortar is cracked or missing. Most often, the mortar can simply be re-pointed. In other cases, the structural integrity of a wall has weakened from movement or the surface deterioration of masonry units that entails a repair or replacement of masonry units. Replacing brick or other masonry material requires a selection that matches the size, color, and texture of the damaged or missing units.

Replacement mortar should be softer than the bricks, and no harder than the original mortar. Mortar is not an adhesive for bricks but serves to absorb the expansion and contraction of masonry during freezing and thawing periods. The appropriate mortar for masonry in most historic buildings given the average age of the building stock in the Newtown and Camden Historic Districts is most likely a mortar with low or no Portland cement content.



Detail of the Old Wicomico County Courthouse, undergoing a restoration in 2017.

Guideline 9: Cleaning Masonry Surfaces

For more information on cleaning masonry surfaces, refer to "Preservation Brief 1: The Cleaning and Waterproof Coating of Masonry Buildings" and "Preservation Brief 6: Dangers of Abrasive Cleaning to Historic Buildings," published by the National Park Service. These resources should be consulted before cleaning masonry surfaces.

a. Use the gentlest effective means possible. Do not use treatments that damage historic building materials.

b. A "like new" appearance is typically not appropriate for a historic building. Avoid cleaning more than necessary to protect building fabric.

Cleaning with water and a mild detergent and a stiff, bristle brush is effective for removing mild to moderate soiling on masonry surfaces. Chemical treatments may be considered if soap and water washing is not effective, or for the removal of graffiti. Cleaning tests should be conducted to determine the gentlest chemical means for the task at hand. Abrasive methods, including sandblasting and wire brushing, are damaging to masonry materials and should not be used.

Guideline 10: Repointing Masonry Surfaces

a. Repoint only where there is evidence of deterioration such as disintegrating mortar, cracks, loose bricks or masonry units, damp walls, or damaged plaster.

b. Use traditional repointing techniques or techniques recommended by historic preservation specialists to remove deteriorated mortar, such as hand raking, and to repoint joints. Avoid the use of electric saws to remove mortar from joints. Do not use synthetic caulking materials to point masonry joints. Avoid "scrub" coating methods to repoint, and do not apply stucco to brick or stonework surfaces to avoid repointing.

c. Match the historic mortar mix as closely as possible in terms of strength and color.

d. In general, historic mortar contains more lime and less Portland cement than modern mortar. Mortars with high Portland cement content have a greater compressive strength than that of historic brick which results in the spalling or cracking of the brick during freeze-thaw cycling. Soft brick requires a soft mortar.

e. Match the historic joint width and profile, including tooling.

Best Choice:

Spot-repointing using a compatible mortar and traditional methods, only where needed.

Good Alternative:

Repointing an entire masonry wall for a uniform appearance, using compatible mortar and traditional methods.

Not Appropriate:

Applying stucco to a wall surface to avoid the need to repoint. When done correctly, masonry repointing need only be conducted once every 50 to 100 years.

Guideline 11: Stucco Surfaces

Historic use of stucco is rare in Salisbury; however, the material does appear on some buildings within the Downtown Historic District.

a. Surfaces that have been stuccoed should remain stuccoed. Removing stucco can cause damage to the underlying masonry.

b. Do not apply new stucco to existing masonry surfaces in good condition. Application of stucco or synthetic stucco such as Dryvit, to surfaces in poor condition may be appropriate in some applications, particularly where the material would replace a non-contributing or inappropriately altered feature.



The Downtown Historic District has a variety of properties with masonry construction, including brick, stonework, and stucco facades.



Historic siding and associated trim is usually a character defining feature.

Siding

The historic material found on the exterior walls of a building is a character defining feature that should be preserved, maintained, repaired, rehabilitated, and restored whenever feasible.

Guideline 12: Preserve Historic Wood Siding

a. Maintain and preserve existing wood siding. Keep paint intact to preserve wood features.

b. Repair damaged wood siding by replacing in-kind only the affected boards or shingles. Keep sound material in place.

c. Do not replace sound historic siding material with new materials for the sake of convenience.

Guideline 13: Match Existing or Historic Siding

a. Where full-scale siding replacement is necessary, match the historic or existing siding on the building. Keep the details (width of wood boards, shingle size, corner and seam details, etc.) consistent with the historic appearance.

b. When replacing non-historic siding that was inappropriately applied, chose an appropriate replacement that is consistent with buildings of the type, period, and architectural style.

c. Do not cover historically uncovered masonry surfaces with siding. Siding applied to masonry surfaces has the potential to hold moisture and cause damage to the underlying wall.

Guideline 14: Synthetic Siding

Synthetic siding describes a siding product not made from natural materials. Vinyl, asphalt, and fiber cement board are the most commonly found synthetic siding types.

a. The use of new synthetic siding may be approved on a case by case basis if one or more of the following conditions are met.

b. Historic decorative details should not be removed or covered by synthetic siding. These details include but are not limited to cornices, window hoods, moldings, eaves, decorative shingles, and trim.

c. Synthetic siding may not be applied over historically uncovered masonry walls.

Painting

Although the SHDC does not regulate paint color, a building's color scheme, in part determined by paint choice, has a big impact on its overall appearance. The best approach for choosing one is to drive or walk through the neighborhood and note color combinations that you enjoy. Historic pattern books and style guides can provide additional inspiration.

Besides aesthetic appearance, paint can play a role in the durability of building materials. Paint is a protective coating for wood and metal surfaces, but can cause damage to masonry surfaces which were not intended to be coated.

Guideline 15: General Painting Guidance

a. Generally, wood surfaces should be painted.

b. Unpainted masonry surfaces should remain unpainted.

Guideline 16: Painting Masonry Surfaces

Removing paint from masonry can damage the underlying surface. Removing paint in good condition from masonry substrates is not recommended.

In some instances, soft historic brickwork was painted historically in order to increase its durability.

a. Painted brick surfaces should generally remain painted.

b. Damaged or deteriorated paint should be removed by hand only to the next stable layer prior to repainting. Paint that is well adhered should not be removed. If a painted masonry surface is in good condition and the paint is firm and not peeling, the building can be safely repainted.

c. Painting formerly unpainted masonry surfaces is discouraged, unless documentary evidence shows that the surface had been historically painted.



Painted masonry surfaces should remain painted and unpainted masonry surfaces should remain bare.

Best Choice:

Maintain painted masonry surfaces.

Leave unpainted masonry surfaces bare.

Good Alternative:

None! Removing paint from masonry surfaces in good condition is not recommended.

Not Appropriate:

Stripping paint in good condition from masonry surfaces using chemical or mechanical methods. Abrasive and chemical cleaning can damage the masonry surface.

Painting previously unpainted masonry surfaces.



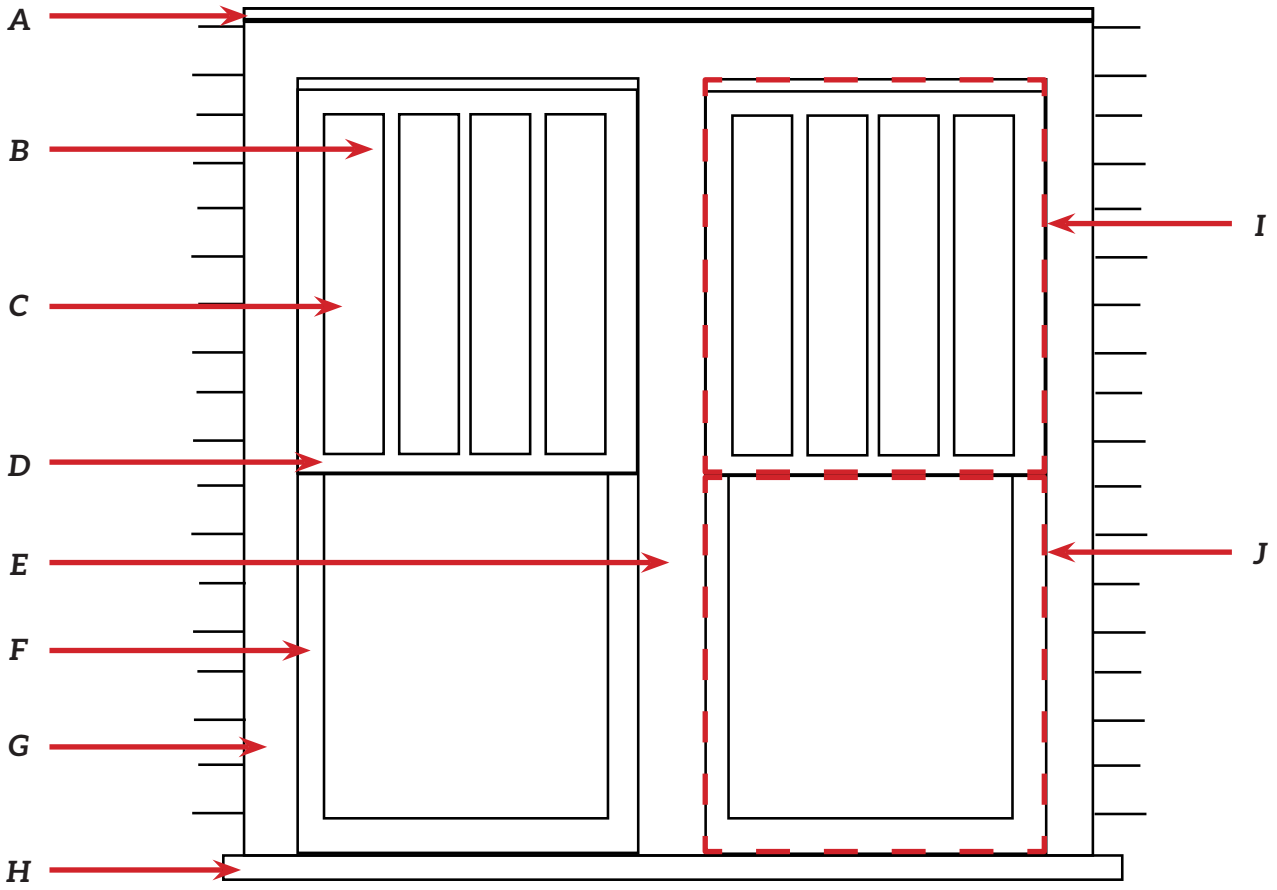
The Old Wicomico County Courthouse, undergoing a restoration in 2017.

Windows

Windows are one of the most important architectural elements of the building façade. The decorative elements of windows, such as the sash, muntins and sill, as well as the wood or masonry materials that surround them, are designed to complement the exterior detailing of the building. When properly maintained, historic wood windows can have a serviceable life of 150 years+, however in cases where neglect or other factors have necessitated their replacement, many suitable replacement options exist. While replacement in-kind is generally preferred, new wood windows are often not of the same quality as historic wood windows due to the unavailability of old growth lumber.

Vinyl windows are generally not manufactured in historic proportions and are not appropriate replacement windows for contributing historic properties. Wood, aluminum, aluminum clad wood, and fiberglass are potentially appropriate replacement materials and may be approved if the appearance is complimentary to the existing historic windows and architectural style. For additional information on substitute materials, see Appendix B.

While many windows are replaced under the guise of "energy efficiency," historic windows, when properly maintained and with appropriate storm windows, can be just as efficient as modern windows. Weather-stripping and caulking can be used to improve the thermal and acoustic performance of an existing window.



A - Hood Molding *C - Light or Pane* *E - Mullion* *G - Casing* *I - Upper Sash*

B - Muntin *D - Meeting Rail* *F - Stile* *H - Sill* *J - Lower Sash*

Guideline 17: Retain Historic Windows

a. Maintain or restore the historic shape, size, alignment, pattern, and details of existing historic windows, particularly those in upper stories of commercial properties. (For guidelines on storefront windows, see the Storefronts Guidelines in the following section).

b. Do not infill window openings or cover existing historic windows.

c. Consider reopening windows that are presently blocked, if your budget allows.

Guideline 18: New Window Openings and Infill

Altering window openings in historic facades alters the building's historic appearance significantly, and is typically not appropriate, but may be considered in some situations.

a. Avoid placing new openings on the front facade.

b. If new openings are required for additional light, consider placing them on the rear or side elevations of the building or installing a skylight on a non-visible roof slope.

c. Avoid infilling existing window openings on the front facade.

d. Where recent changes have altered historic window openings, restoration of the historic configuration and materials is encouraged.

Guideline 19: Shutters

a. Shutters should not be added unless it can be documented that they were an original feature of the building or were a common element on buildings of the same style and type.

b. Shutters must be appropriate to the size and scale of the window opening. They should be large enough to cover the entire window when closed, but should not cover any part of the surrounding wall.

c. Shutters must be of a style appropriate to the architectural details of the building to which they are applied.

d. Vinyl shutters are not typically appropriate on contributing buildings within the historic district.





Shutters should be sized to cover the windows if closed, even if they are not operable.

Doors

Certain styles of buildings have distinct types of doors. On many historic buildings doors stylistically complement the exterior detailing of the building. The original door with its frame and trim should be preserved.

If a replacement door is necessary, the new door should match the original as closely as possible in material, size and style. This includes any panels and windows that were present in the original door. Most contemporary door designs are not appropriate for homes built in the 19th and early 20th centuries. For additional information on substitute materials, see Appendix B. If a storm door is desired, it should be of a simple design with a large glass pane that reveals as much of the door behind it as possible.



A - Transom
B - Sidelight
C - Door Jamb
D - Casing
E - Lock Stile
F - Lockset
G - Sill

Guideline 20: Retain Historic Doors

a. Maintain and repair historic doors and historic door hardware.

b. Match new or replacement hardware to the original finish, type, and style.

c. Avoid surface applied kick plates, closers, padlocks, security hardware and other elements that are not compatible with the original hardware.

Guideline 21: Transoms and Sidelights

A transom is a window or series of windows located above a door or display window, while sidelights vertically flank doorways. Both should be preserved along with their character-defining elements that include trim work.

a. Preserve and maintain existing historic transoms and sidelights and trim.

b. Where the condition necessitates replacement, the new transom and/or sidelights should match the original character defining features of the arrangement including shape, proportion, scale, trim, and glass type.

c. Avoid filling, blocking, or otherwise removing or obscuring the transom and/or sidelights.

Guideline 22: New Door Openings

a. New openings in historic walls are generally discouraged.

b. Where new door openings are necessary, placement on a non-visible façade is encouraged.

c. Where a new door opening is required on the main elevation, they should be integrated with the overall fenestration pattern to compliment the building.

Guideline 23: 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.

Roofing and Chimneys

The roof is one of the prominent defining features of historic buildings. Historic roof shapes and elements such as chimneys, gables, dormers, and steeples are important character defining features. In the Downtown Historic District, many historic roofs are flat and therefore not visible from street-level. The most commonly observed roofing systems in the Camden and Newtown Historic Districts are shingles and built-up roof applications for pitched and flat roofs, respectively.

A roof's original shape and pitch should be retained. The construction of new dormers should be carefully considered so as to not compromise the original design of the house. If a dormer is added, its size, design, and placement should be in scale with the overall size of the building, its siding and roofing materials should match those on the rest of the house, and its window should be consistent with the existing windows on the house in style, orientation and material. Other alterations, such as roof decks, vents, skylights and mechanical and electrical equipment should be installed so that they are not visible from the public right-of-way and do not damage historic fabric.

Roof systems are selected and assembled to resist the environmental forces of nature such as rain, snow, wind, solar radiation and gravity loads. Roof gutters, and downspouts constitute a system where water is collected, transported and removed from the building. Neglect of or damage to any one of the roof components can keep this water-removal system from working properly and cause serious damage to the walls, ceiling, foundations and floors of the building.

Roof drainage is one of the most important elements of the roof system. Gutters and downspouts should be examined annually. Remove all rotted wood or rusted metal gutters and replace. Aluminum with a baked-on color finish does not rust as quickly as galvanized materials and requires less frequent painting.

Gutters and downspouts should be regularly cleaned and kept in good condition. Downspouts should be inconspicuously located on the exterior of the house and be compatible in color with that of the exterior of the building.



A variety of roof shapes are found throughout Salisbury's Historic Districts.

Guideline 24: Roofing Material

In-kind replacement of roofing materials is always preferable to replacement with a new material, however, this is not always feasible. Standing seam metal in copper, tin, or terne coated steel are traditional materials which can be replaced with new versions provided that they are flat and of a uniform color and texture. Asphalt, asphalt shingles, and mineral fiber slate may be appropriate substitutes for many traditional materials.

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.

Best Choice:

Replace a slate roof with new or salvaged slate.

Good Alternative:

Replace a slate roof with new synthetic slate shingles which mimic the texture and pattern of the historic slate roof.

Not Appropriate:

Replacing a slate roof with a new standing seam metal roof.

Guideline 25: Dormers

a. Maintain the size and shape of historic dormers, including historic details such as windows, trim, eaves, roof material, and siding.

b. The addition of new dormers should be avoided, but may be appropriate in some situations, particularly on non-visible elevations. New dormers should match existing dormers in style and configuration, or compliment the overall style of the building.

c. Dormers on additions must be consistent with existing historic dormers on the main body of the historic building. They should match in form, size, shape, and materials wherever possible.

d. The total overall width of any new dormer should not exceed one-half the roof width of which it is part.

Guideline 26: Skylights

Skylights have been used historically to bring light into the interior of buildings. The addition of skylights to increase natural lighting is vastly preferable to creating new window openings in a building's facade.

a. New skylights should not be visible from the public right of way.

b. Skylights should not exceed 10% of the floor area of the room in which they are located.

c. Flat-sloped skylights are recommended. Bubble or domed skylights are not historically appropriate.

d. Skylights should protrude no more than 6-8 inches above the surface of the roof

Guideline 27: Gutters and Downspouts

a. Replace damaged gutters and downspouts in-kind wherever possible. The system should be similar to the historic system. Replacement materials may be permitted; however, the size and profile of the replacement should match the historic feature as closely as possible.

b. New gutters and downspouts should match the existing historic drainage features found elsewhere on the building. New gutters and downspouts must not obscure important architectural details, such as cornice lines.

c. Downspouts should also always run vertically; orienting downspouts diagonally across roof planes and walls is strongly discouraged.

Guideline 28: Chimneys and Vents

a. Maintain existing chimneys. When repairs are necessary, match the existing materials, colors, shape, brick pattern, and details as closely as possible.

b. Avoid changing the height, massing, or scale of existing chimneys.

c. New vents should be placed in a location which is not visible from the public right of way.

d. New chimneys on new construction should be consistent with the height, massing, and proportions of chimneys found in the surrounding area.

Utilities and Mechanical Equipment

Guideline 29: Utilities

a. Place electric, telephone and cable services underground whenever possible.

b. Where underground placement is not possible, utilize the rear or a non-visible side of the property.

c. Exterior conduit and housing should be located inconspicuously, and if possible, the housing should be painted to match the exterior surface to which it is applied.

Guideline 30: Satellite Dishes

a. Satellite dishes should be installed in the rear or on a non-visible side elevation, in a location as inconspicuous as possible.

b. Satellite dishes should be installed in a manner which will minimize damage to historic building materials (ex: through a mortar joint rather than through a masonry unit).

Guideline 31: Solar Panels

a. Solar panels should be installed in a location that minimizes their visibility as much as possible. Flat roofs, and rear sloping roofs are the best candidates.

Landscape and Setting

Landscaping and site features are contributing features within Salisbury's historic districts. This includes trees and vegetation, as well as patios, decks, and swimming pools.

Salisbury's Historic Preservation Ordinance states that routine landscaping that does not have a material effect on the historic or architectural significance of a property is not subject to review by the SHDC. Major landscape alterations, however, are subject to SHDC approval and require a COA.



The landscape and setting on Main Street in the Downtown Historic District.



The landscape and setting on Elizabeth Street in the Newtown Historic District.

Guideline 32: General Landscaping

a. New decks, patios, swimming pools, and playground equipment requiring a permanent foundation should be situated in the rear of properties rather than at the front elevation. Where appropriate, these additions should be screened from view with landscaping or vegetation. Additions of this type require a COA.

b. Historic landscaping features should be maintained and preserved as any other historic feature on the property. The removal of historic landscaping features, including front lawns, hedge rows, and mature trees should be avoided.

Best Choice:

Maintain existing historic landscape features including lawns, patios, and planting arrangements.

Good Alternative:

Design new patios and planting arrangements to complement the existing historic features of the property.

Not Appropriate:

Replacing a lawn with gravel or synthetic landscaping materials such as Astroturf, or installing artificial plants and/or flowers for the sake of convenience.



The landscape and setting on North Street in the Camden Historic District.

Guideline 33: Walkways, Driveways, and Parking Lots

Walkways, driveways, and parking lots are integral features within all of Salisbury's historic districts. Their location, materials, and overall appearance on the property and within the streetscape is a historic feature that contributes to the district as a whole and should be retained and preserved.

Historic Districts where single-family residences are converted to multi-family. Within the Historic District are small surface parking areas for religious buildings and a few commercial properties. Surface parking areas are not contributing features, but impact the character of the historic district.

a. Avoid altering the original layout, size, dimensions, textures, and materials of historic walkways and driveways.

b. Walkways and driveways that have fallen into disrepair should be repaired rather than replaced wherever possible

c. Concrete is the recommended material for new sidewalk construction. The material and pattern of the exiting sidewalk within the block should be maintained.

d. Establishing a new pattern using concrete pavers, red or yellow brick may be appropriate if it is compatible with the historic quality of the street and will be reviewed on a case-by-case basis.

e. Sidewalks must provide curb cuts per code and ADA guidelines.

f. Historic walkways which have been lost or altered may be restored based on existing documentation of the original design, or if no documentation is available, a new feature may be designed to be compatible with the overall historic layout of the property. The new design should be compatible with the location, configuration, dimension, scale, materials, and color of the historic property and the surrounding district.

g. Walkway and driveway materials and colors should be consistent with those used historically, including brick, flagstone, and gravel. Concrete and asphalt are other options which are potentially appropriate.

h. Construction of new parking lots for subdivided residential properties should be avoided, or located at the rear or side of the property. Provide a landscaped buffer to screen the parking area from view. Plant material should be no more than 42" in height in order to screen the vehicles but still allow for visual access into and from the lots.

i. For commercial or institutional parking, the overall effect on the character of the surrounding area must be considered. Locate parking lots away from the primary elevations – the rear or side of the property is usually ideal. Provide a landscaped buffer to screen the parking area from view. Plant material should be no more than 42" in height in order to screen the vehicles but still allow for visual access into and from the lots.

Best Choice:

Maintain and restore existing historic walkways and driveways using like materials.

Restore lost circulation features by matching the historic feature based on documentary evidence.

Good Alternative:

Restore damaged or lost circulation features with new synthetic materials which mimic the appearance of historic materials (ex: stamped concrete to mimic materials appropriate to the style of the property).

Design new circulation features which are compatible with and are complimentary to the property's overall historic design

Not Appropriate:

Expanding a single-width driveway to a double-width or large driveway.

Converting front yards to parking areas.

Locating driveways in the front or side yard when there is an alley at the rear of the property.

Demolition of existing structures for the creation of surface parking lots.





Guideline 34: Fences, Retaining Walls, and Gates

Fences, walls, and gates define property boundaries and also provide privacy and security. Retaining walls are used to maintain and stabilize topography.

The majority of fences in Salisbury's residential historic districts are low and open. Wood picket fences are common, and some wrought iron fences are also found within the districts. Retaining walls are typically low and constructed of brick. Historic fences and walls are integral components of the overall property and should be maintained and preserved as character defining landscape features. New fences and walls should reflect and complement the style and materials of the predominant building on the lot and respect the overall architectural character of the streetscape.

Property owners looking to install a new fence must follow the requirements outlined in Salisbury's zoning code, which has certain height limitations depending on the location of the new fence.

When selecting designs for a new fence, you are encouraged to choose a pattern or design that does not detract from the character of the historic building. It is often best to err on the side of simplicity. In most cases, a simple picket fence is the most appropriate choice. Modern synthetic materials, such as vinyl and steel fences, may be appropriate on modern, non-contributing properties within the district provided that the scale and appearance is complimentary to the property and does not detract from the overall streetscape.

a. Maintain and preserve existing historic fences.

b. When replacement is necessary, in-kind replacements are the first choice. A simple fence in a style that compliments the surrounding architecture may also be appropriate.

c. Designs for new fences must be complimentary to the surrounding architecture, and must comply with existing zoning code.

d. Automatic security gates may be permitted, provided they are properly located and comply with existing zoning requirements. They must be appropriate to the design of any existing fence or the style of the historic building.



Historic iron fences are found in both the Newtown and Camden Historic Districts.

Best Choice:

Maintaining, repairing, or restoring an existing historic picket fence.

Installing a new picket fence, similar in style to other properties on the street.

Good Alternative:

Replacing a historic fence that is beyond repair with a new fence that matches the historic fence as closely as possible.

Installing a new steel or aluminum fence with a simple design and finish that is complimentary to the property and streetscape.

Not Appropriate:

Replacing a historic fence with incongruous materials, such as chain-link or concrete block, or constructing a new fence of non-historic, incongruous materials.



Low picket fences are common in both the Newtown and Camden Historic Districts.

Additions and New Construction

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. Additions to historic buildings should be designed and constructed so that the character of the original building is not adversely affected. This is also true for buildings that are not historic but are located within any of Salisbury's Historic Districts

Additions to original buildings may affect the appearance of the historic structure or character of the historic district as well as the external walls, roofing, drainage system and HVAC and other building services. New structural loads may be imposed on existing walls, especially if the new addition is more than one story high. Small additions typically include fire stairs, mechanical equipment, storage areas, decks, entryways, porches, etc.

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.



Historic additions should be maintained and preserved.

Guideline 35: Additions

Although it is not impossible to add a story or more to historic buildings, it is normally more difficult to avoid adverse impact to the building's original design, character, and detailing.

a. Consider the issue of structural strength and ability to carry another floor. This issue should be addressed by a qualified structural engineer.

b. Whenever possible, an addition should be placed at the rear of the main building.

c. Additions should be constructed in materials compatible with those used in the original building. This does not mean that the same materials have to be used.

d. Frame additions can be added to brick and stucco buildings successfully.

e. Additions should not duplicate the architecture and design of the main building but should pick up overall design "cues" from the main building, such as window proportions, overall massing and form, and type of ornamentation.

f. Avoid changes that obscure, damage or destroy significant characteristic features of an existing building or historic district.

g. New additions should be compatible with existing historic buildings in terms of scale, but should be visually different from the original to avoid creating a false historic appearance. Additions to historic structures should be identifiable as a new addition to an original building.

h. New additions should be subordinate to the main building. This can be achieved by making the addition smaller in scale than the main building, or by keeping the roofline or parapet below that of the main building.



This contemporary addition does not detract from the overall appearance of the historic building.

Guideline 36: New Construction

Building form is an important component of the streetscape, the largest element within the streetscape, and tends to command our attention most strongly. "Form" refers to the shape and massing of a building. Historic downtown commercial buildings, for example, often have a form that is boxy (rectangular), tall in proportion, and long or deep.

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 modern building at the center of this photograph fits with the general massing and rhythm of the streetscape.

GUIDELINES FOR COMMERCIAL PROPERTIES

Please see the preceding section, Universal Guidelines, for guidelines on Exterior Walls, Painting, Landscape and Setting, and Additions and New Construction; as well as for additional guidelines on Windows, Doors, Roofing and Chimneys, and Utilities and Mechanical Equipment.

The following guidelines are specific to commercial properties and apply to all buildings within Salisbury's Downtown Historic District. Some guidelines may be appropriate for commercial properties in converted residential buildings in the Newtown and Camden Historic Districts.

Commercial Facades

Much of the architectural streetscape in the Downtown Historic District is defined by the upper facades of its buildings. The upper facades provide rhythm and character to the street through their setback, fenestration (pattern of window openings), ornamentation and roof-line treatments.

The most distinguishing characteristic is decorative metal, brickwork or stonework found at the building parapets. The parapet is the portion of the upper façade wall that rises above the roof-line and often caps the building with decoration. In the Downtown Historic District, this brickwork is generally built out from the face of the building by several courses in a process known as corbelling.

Brickwork in the parapet or upper façade can also be indented in saw tooth or zigzag patterns or laid in various bond patterns. Stone or concrete may be used in a pattern or as a cap for the parapet and glazed brick tile in a different color is used to provide an accent. Several downtown buildings display the building's name or date (or both) in the parapet area.

Some downtown buildings, particularly non-retail structures, make use of decorative features that represent a particular architectural style. In these buildings, the upper facades display columns, pilasters, balconies, and stylized materials that are not found on other downtown buildings.



Commercial facades in the Downtown Historic District.

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 patten 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.

Guideline 38: Commercial Building Ornamentation

a. Maintain and restore character defining features of your commercial building. Character defining features include historic storefronts, transoms, sign boards, bulkheads, windows, cornices, and other architectural details.

b. Do not add arbitrary or conjectural ornamentation to the building. Replacement of missing historic features should be supported by documentary evidence to avoid creating a false historic appearance.

c. Maintain the original ornamental cap or cornice of the building. If replacement is required, in-kind replacement matching the historic element in design, scale, color, and material is recommended. Replacement materials, such as fiberglass, may be approved if the element's profile can be satisfactorily matched.

Best Choice:

Maintain, repair, or restore the existing historic cornice.

Good Alternative:

Reproduce a new cornice in fiberglass, matching the details of the historic cornice.

Not Appropriate:

Removing the cornice and stuccoing over the location.



Building ornamentation is a character defining feature of commercial properties.

Windows

Historically, buildings in the Downtown Historic District have windows on the upper floors. Most common was the use of simple double-hung windows in plain, lightly decorated walls. These windows were generally one-over-one wood frame sash in either rectangular or arched openings. Some buildings from the 1920's and 1930's used casement windows or group of double - hung windows in openings that were larger than those of earlier buildings. Window openings were generally plain, with simple stone lintels and sills.

Please see the preceding section, Universal Guidelines, for additional guidelines on Windows. For additional information on substitute materials, see Appendix B.

Guideline 39: Replacement Windows for Commercial Properties

a. Where window replacement is necessary, the new window should match the historic window in size, type, glazing pattern, and profile. The number of window panes and the approximate muntin and mullion profile should match the historic window.

b. Removable, snap-in, or "between the glass" muntins are not historically appropriate.

c. Vinyl windows are generally not manufactured in historic proportions and are not appropriate replacement windows for historic properties. Aluminum, aluminum clad wood, and fiberglass are appropriate replacement materials and may be approved if the appearance is complimentary to the existing historic windows and architectural style.

d. Maintain the historic window opening size and surrounding trim. Do not alter the size of the historic window opening to accommodate larger or smaller windows. Do not remove or cover surrounding trim, including wood and masonry details.

e. Maintain the window type. For example, do not replace operable windows such as double-hung windows with fixed windows.



The windows are a character defining feature of historic buildings.

Doors

Doors are an important design feature for buildings in the Downtown Historic District. Entrance features for these commercial buildings are often decorative wood or metal doors with ornamental door surrounds and steps with railings.

Please see the preceding section, Universal Guidelines, for additional guidelines on Doors. For additional information on substitute materials, see Appendix B.

Guideline 40: Replacing Commercial Doors

a. Where replacement is necessary, the new door should match the historic door in placement, size, type, and configuration wherever possible.

b. When restoring missing historic doors, use pictorial evidence to produce the replacements, if your budget allows. A salvaged replacement in the same style that fits the opening, or a new door in a complimentary style are also appropriate choices.

c. Where code compliance requires a specific, non-historic door configuration, err on the side of simplicity.

d. Maintain the historic door opening size and surrounding trim, including side lights and transoms. Do not alter the size of the opening to fit a smaller or larger door, unless required by code.

Storefronts

Storefronts in the Downtown Historic District are a character defining element of Salisbury's Main Street. Historic storefronts typically have one primary entrance with one or more secondary entries on the front, side or rear elevations. Storefront entries are typically recessed from the face of the building, providing additional space for display windows. In Salisbury, some buildings have main entrances located at the corners, providing maximum exposure to the entrance from one or more streets.

Storefronts are comprised of a bulkhead, transom, and pier with a recessed entrance and display windows. Traditional storefronts in Salisbury had tall wood doors with full glazing, either individually or in pairs. Often, the door had a glass transom above it. Secondary doors were simpler in design, most often used to provide access to the upper floor(s) or the rear of the building. A typical door had a full or half-light window or solid wood panels.



A - Cornice *C - Display Window* *E - Recessed Entrance*

B - Transom *D - Bulkhead* *F - Secondary Entrance*

Guideline 41: Storefront Entrances

a. Maintain existing recessed entries.

b. Preserve decorative elements in good condition, such as trim and other woodwork. Repair or replace in-kind decorative elements in poor condition.

c. Where historically recessed entries have been closed up and made flush with the façade, consider restoring the recess.

d. On buildings whose storefronts have been altered in recent history, restoration to its historic appearance, where documentary evidence exists, or a new design may be appropriate. Work with the SHDC early in the design process when designing new storefront entrances.

Guideline 42: Storefront Windows

a. Maintain the existing historic display windows where possible. Preserve the size, configuration of the historic windows.

b. Storefront windows should retain their historic material and be consistent with the prominent style of the building as much as possible. Many buildings in Salisbury's Downtown reflect multiple eras and architectural styles. Typically, the upper stories are more or less original to the building's historic appearance, while the street level has been altered, in many cases multiple times. Where a storefront retains only limited integrity, a new design may be appropriate. Consult the SHDC to determine the best approach for your building.

c. Retain the bulkhead or kickplate below the display windows. If replacement is necessary, match the historic profile and configuration as closely as possible.

d. Preserve or restore the storefront transom windows. Where the use of glass is not feasible, a dark, reflective surface is most appropriate.

Roofing and Chimneys

Please see the preceding section, Universal Guidelines, for additional guidelines on Roofing and Chimneys.

Guideline 43: Roof Shape and Slope

a. Preserve the historic shape and slope of the roof.

b. Roof shapes on additions should be consistent with the architectural style of the main building. For example, additions on buildings with flat roofs would generally have had a flat roof.

c. On new buildings, roof shapes should be consistent with those found historically throughout the district. Most buildings in the Downtown Historic District have flat roofs or flat parapets with roofs that slope away from the street. Roof types associated with residential properties, like gables and mansards, are inappropriate for the commercial district.



Most buildings in the Downtown Historic District are flat or sloped with a flat parapet.

Signs and Awnings

Construction of signs is subject to the City of Salisbury Sign Ordinance Chapter 17.216. Each sign is subject to review by the SHDC and recommendations are provided to the Department of Building, Permits & Inspections. Each sign will be reviewed for location, total sign area, size, height letters, and message.

The City's ordinance is explicit concerning types, sizes, and placement of signs. Flashing, moving, and swinging signs are prohibited, as are roof signs. Flood-lit signs are prohibited unless the lights are shielded from view. Obscene signs and those that resemble official traffic signs are also prohibited.



Historic signs should be preserved whenever possible.

Guideline 44: Preserve Historic Signs

a. Historic signs, such as those constructed directly into an architecture detail of the structure should be maintained, and may be restored if necessary.

b. 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.

c. 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.

a. Signs must not obscure or hide significant historic features or details. This includes windows, cornices, and architectural trim.

b. Projecting signs must be located no less than eight feet above the sidewalk.

c. Signs should be mounted to historic masonry buildings through the mortar joint, rather than through masonry units wherever possible.

d. Non-permanent painted or adhesive signs (for example, vinyl cling signs) may be installed on the interior of storefront windows or on the upper story windows of multi-story commercial buildings.

e. Signs shall not be placed above the roof-line of any building in the Downtown Historic District, as per the zoning ordinance.

f. Awning signs are permitted.

Guideline 46: Awnings

a. The bottom of awnings must hang no less than 7 feet above the pavement.

b. Awnings must fit the dimensions of the storefront. They should not obscure ornamental details or the historic signboard. The top edge should align with the top of the storefront transom or fall between the transom and storefront windows.

c. Awnings may provide suitable locations for signs. Lettering and logos may be added to the front face or to the drop flap.

Lighting and Utilities

Please see the preceding section, Universal Guidelines, for additional guidelines on Utilities and Mechanical Equipment.

Guideline 47: Mechanical Equipment

a. Rooftop mechanical systems should be positioned so as not to be visible from the street.

b. HVAC units if not located on a non-visible rooftop, should be located at a side or rear elevation and screened with fences and landscaping.

c. Avoid placing window air conditioning units in first-story windows or through-the-wall installations in storefronts.

Guideline 48: Lighting

Lighting is an important safety and security feature in any streetscape, residential or commercially oriented. Considerations must be made regarding the style, material, height, luminosity (brightness), and hue when upgrading or installing new lighting fixtures within any of Salisbury's historic districts. Historical lighting fixtures reflect the prevalent styles at the time of their installation and complement the streetscapes or buildings upon which they are installed.

The best practice is to maintain and preserve existing historic lighting features whenever possible. When lighting features are damaged beyond repair, or original features have been removed, replacement with complimentary fixtures is the best approach.

When selecting a lighting scheme, consider how the light will affect neighboring properties. When lighting fixtures are applied directly to a historic building, be sure that it is affixed in a manner that protects the historic building fabric and does not damage architectural features.

a. Preserve and retain historic light fixtures that contribute to the character of the historic district and subject property

b. Repair rather than replace damaged light fixtures

c. When replacement is unavoidable, use appropriate replacement materials which mimic the original design or are appropriate to the architectural style of the building in terms of materials, color, finish, size, scale, and design

Best Choice:

Maintain existing historic lighting fixtures.

Install new fixtures which are compatible with the property's architectural character in a manner that limits damage to existing historic features.

Good Alternative:

Replace damaged fixtures with new fixtures which are compatible with the property's architectural character in the same location as the original feature.

Replace damaged fixtures with new fixtures which are compatible with the property's architectural character in a new location different from the original feature in a manner that limits damage to existing historic features.

Not Appropriate:

Installation of new fixtures which are inappropriate to the building or district's character.

Installation of new fixtures in a manner that causes damage to existing historic features.

Installation of neon or flashing lights.

GUIDELINES FOR RESIDENTIAL PROPERTIES

Please see the preceding section, Universal Guidelines, for guidelines on Exterior Walls, Painting, Landscape and Setting, and Additions and New Construction; as well as for additional guidelines on Windows, Doors, Roofing and Chimneys, and Utilities and Mechanical Equipment.

The following guidelines apply to all residential buildings within Salisbury's Newtown and Camden Historic Districts, including those that have been converted to commercial use.

Residential Facades

Guideline 49: Façade Configuration

As described in Section 3's Architectural Style Guide, there are several building types associated with American residential architecture. These forms are often the most recognizable character defining feature. The building's overall form, as well as the facade's order and arrangement must be maintained.

a. Maintain the historic compositional principles of historic dwellings. Maintain large scale building elements such as the roof shape, order of bays, and symmetry or asymmetry.

b. Maintain the general historic layout of the façade, including the window and door pattern of the house. Avoid adding or removing openings on the front façade of the dwelling.

c. Maintain stylistic ornamentation. Avoid removing or replacing hallmark architectural features, such as trim and other woodwork.

Best Choice:

Maintain the existing historic façade configuration.

Restore the historic configuration of an altered dwelling based on physical evidence or historic photos of missing or changed features.

Good Alternative:

Alter the layout of historic dwelling to accommodate changing needs while maintaining as much of the original fabric and configuration as possible by locating as many alterations as possible in the rear of the property.

Make improvements to an altered dwelling by updating, but not necessarily restoring, missing or badly altered features. Use contemporary materials that are compatible and designed to harmonize with the building and surrounding area.

Not Appropriate:

Radically change the facade's configuration by infilling windows and creating new openings, adding in appropriate additions, or covering ornamental details.

Further compromise an altered dwelling by obliterating remaining features, including the building's form.

Guideline 50: Residential Building Ornamentation

a. Maintain and restore character defining features of your house. Character defining features include historic roof treatments, porches, doors, windows, cornices, trim, and other architectural details.

b. Do not add arbitrary or conjectural ornamentation to the building. Replace missing historic features only when supported by documentary evidence to avoid creating a false historic appearance.

Best Choice:

Repair damaged historic details, or replace them in kind.

Good Alternative:

Replace damaged historic details with new materials that mimic the historic ones as closely as possible.

Not Appropriate

Removing sound historic fabric, such as wood shingle, in favor of "maintenance free" modern replacements like vinyl siding. (Beware that in most cases, "maintenance free" equates to a shorter lifespan, requiring replacement much sooner than traditional materials.)



Building ornamentation is a character defining feature of residential properties.

Windows

In the Camden and Newtown Historic Districts, most houses possess double-hung windows framed in wood with glass that is either a single pane or true divided lights.

Please see the preceding section, Universal Guidelines, for additional guidelines on Windows.

Guideline 51: Replacement Windows for Residential Properties

a. Where window replacement is necessary, the new window should match the historic window in size, type, glazing pattern, and profile.

b. The number of window panes and the approximate muntin and mullion profile should match the historic window.

c. Removable, snap-in, or "between the glass" muntins are not historically appropriate.

d. Maintain the historic window opening size and surrounding trim.

e. Do not alter the size of the historic window opening to accommodate larger or smaller windows.

f. Do not remove or cover surrounding trim, including wood and masonry details.

g. Maintain the window type. For example, do not replace double-hung windows with new casement windows, or replace casement windows with fixed windows.

Guideline 52: Storm Windows

The installation of exterior storm windows is a preferred rehabilitation solution to enhance energy conservation. Exterior storm windows permit the retention of existing historic wooden windows and dramatically reduce their maintenance needs. A wooden sash with an exterior aluminum storm window can outperform a replacement unit with a thermal break and can be far more cost effective to install.

a. Maintain and preserve existing historic wood storm windows.

b. Install storm windows to compliment the original window. Meeting rails on storm windows shall line up with the window meeting rails.

c. Storm window framing may not obscure the window opening.

Doors

The front door serves as a focal point on the façade of a building. With grander buildings, more emphasis is placed on the entrance. When approaching a house, the building entrance should be obvious, as well as, the path leading to it.

Please see the preceding section, Universal Guidelines, for additional guidelines on Doors.

Guideline 53: Replacing Residential Doors

a. Where replacement is necessary, the new door should match the historic door in placement, size, type, and configuration wherever possible.

b. When restoring missing historic doors, use pictorial evidence to produce the replacements, if your budget allows. A salvaged replacement in the same style that fits the opening, or a new door in a complimentary style are also appropriate choices.

c. If replacement with a new door is unavoidable, chose one that mimics the size, scale, design, and texture of an appropriate historic door. Proportions and details should be in keeping with the building's architectural style.

d. Maintain the historic door opening size and surrounding trim, including side lights and transoms. Do not alter the size of the opening to fit a smaller or larger door, unless required by code.

Guideline 54: Storm and Screen Doors

a. Select a storm or screen door in a style typical of the period or style in which your building was constructed.

b. Wood storm and screen doors are typically the most appropriate, however, metal doors with a baked enamel finish in an appropriate style may also be approved.

c. The color should match the existing door sash or trim.

Porches, Porticoes, and Balconies

The Camden and Newtown Historic Districts are distinguished by their variety of porches. Their size and style range from single-story, single-bay porticos at the main entrance, to grand, multistory Neoclassical porches with columns and balconies. Individual features such as turned or sawn wooden balusters, pilasters, and entablature, along with size, scale, and placement of the porch are extremely important in defining the architectural style of the residence.

Most porches historically are constructed of wood and supported by brick piers. Rehabilitation efforts should incorporate the use of these materials. The use of a high quality hard wood or a select grade of softwood is recommended for porches, rather than pressure treated wood. High quality untreated hard wood, such as Red Oak, Mahogany, Yellow Poplar, and Sugar Maple; or select grade softwoods, such as Southern Pine or Douglas Fir when properly painted and cared for can outlast treated wood, which is usually made from an inferior grade of soft wood. It is recommended that embarking on a rebuilding project using quality materials that is phased is better than the use of unsuitable substitutes.

Porches may have lattice screens installed between the support piers. Historically, lattice was installed with battens running horizontally and vertically, rather than on a diagonal. Every effort should be made to retain as much of the original porch materials as possible. If a porch must be replaced, it should be built to its original configuration and set back distance from the street. For additional information on substitute materials, see Appendix B.



This porch has retained the majority of its historic materials.

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.

Guideline 56: Replacement Porches

a. If porch replacement is necessary in whole or in part, reconstruct it to match the historic porch in size, scale, and overall design. Where possible, detail and ornamentation should be replicated.

b. Use the same or similar materials wherever feasible.

c. Avoid applying decorative elements that are not appropriate to the style of the dwelling. Whenever possible, choose accurate details based on historic photographs or similar properties of the same period and style.



A variety of porches and entryways are found in Salisbury's residential districts.

Guideline 57: Porch Additions and Modifications

Enclosing or altering historic porches is generally discouraged, however, it may be appropriate if conducted in a manner that does not damage the porch's historic features.

a. When enclosing or adding screens to a historic porch, design the enclosure or screen detail to be recessed from the supporting posts and railings, so that the historic form of the porch is maintained and visible.

b. Additions to historic porches are generally not appropriate, but may be considered in special cases, including handicap accessibility concerns (see Guideline 5 for more guidance on accessibility).

Guideline 58: New Porches

a. A new porch may be added if the house belongs to a building type that typically featured a porch, and where they exist elsewhere in the district on similar buildings. The new porch should be designed in a similar style to those found on other buildings of the same type.

b. Yards must have sufficient space for the new porch to meet the setback requirement as established in Salisbury's zoning code.

Guideline 59: Awnings

a. Awnings are not typically appropriate additions to the front of buildings in the Newtown and Camden districts, but may be considered on a case by case basis.

b. Awnings may be appropriate on a rear elevation in some situations. When allowed, awnings must be installed to minimize damage to historic building materials (for example, through a mortar joint rather than through a masonry unit).



The integral porch is a character defining feature of Craftsman style dwellings.



This enclosed porch is still readable as a historic porch as its cornice and supports have been retained and are visually delineated from the infill.

Roofing and Chimneys

Please see the preceding section, Universal Guidelines, for additional guidelines on Roofing and Chimneys.

Guideline 60: Roof Shape and Slope

a. Preserve the historic shape and slope of the roof of the main house as well as historic outbuildings like garages and carriage houses.

b. Roof shapes on additions and outbuildings, including large sheds and garages, should be consistent with the architectural style of the main building. For example, a house with a hipped roof would likely have a garage with a hipped roof. A gable-roofed building would typically have additions with gable or shed roofs.

c. On new buildings, roof shapes should be consistent with those found in the surrounding area. Nearly every type of domestic roof type is present within the Newtown and Camden Historic Districts. The new design should be harmonious with the adjacent properties.



The roof shape and slope are character defining features of both residential and commercial properties.

Utilities and Mechanical Equipment

Please see the preceding section, Universal Guidelines, for additional guidelines on Utilities and Mechanical Equipment.

Guideline 61: Utilities

a. Central air-conditioning units should be located at a side or rear elevation and screened with fences and landscaping.

b. Window air conditioning units should be installed on a non-visible elevation whenever possible. Through-the-wall installations are discouraged (because they damage historic fabric and disturb the overall façade configuration), but may be allowed on a non-visible elevation.

Guideline 62: Signs for Residential Buildings

a. Signs for businesses located in converted residential properties should not overwhelm the facade. The building should still appear residential in form and character.

b. Freestanding signs located on the lawn are appropriate provided they comply with the City's zoning codes.

c. Plaque style signs may be mounted on the façade at the entryway, but should be installed to minimize damage to existing historic features. Signs may not cover historic details such as trim and moldings.

Garages and Outbuildings

Guideline 63: Maintain and Preserve Historic Outbuildings

a. Preserve the building's overall form and style. Avoid altering the shape, form, height, materials, and architectural elements.

b. Preserve, maintain, and repair as necessary distinctive features and characteristics such as wood cladding and trim, ornaments, original windows, and other character defining details.

c. Restore missing or altered features based on pictorial evidence, or in keeping with buildings of the same type, style, and period. If no evidence or precedent exists, create a simple design that is complimentary to the existing primary building and does not convey a false sense of history by utilizing arbitrary stylistic details not associated with the subject property's style.

d. Paint colors should be compatible with those of the primary building.

Guideline 64: Garage Conversions

a. When converting an existing garage to a new use, retain original details, including windows and doors as well as the building's overall form.

b. Additions to garages should follow the same guidance outlined in Guidelines 35 and 36, Residential Additions and New Construction, in the Universal Guidelines section.

Guideline 65: New Construction

a. The new garage shall be compatible with the primary building in terms of scale, massing, and style.

b. Pre-fabricated, non-permanent sheds are permitted in the rear of the property. They should be small in scale and congruous with the style of the primary building.



Garages and outbuildings should match the main building in terms of style and should be complimentary in terms of color.

APPENDIX A: GLOSSARY OF TERMS

GLOSSARY OF TERMS

INTERPRETATION OF PRESERVATION TERMS

These definitions apply to terms in the preceding text related to compliance with the Historic Preservation Ordinance.

"Alteration" shall mean any exterior change that would affect the historic, archaeological, or architectural significance of a designated site or structure, any portion of which is visible or intended to be visible from a public way, including, but not limited to, construction, reconstruction, restoration, removal, moving, or demolition.

"Appurtenances and Environmental Settings" shall mean all of the space of grounds and structures thereon which surrounds a designated site or structure and to which it relates physically or visually. Appurtenances and environmental settings shall include, but are not limited to, walkways and driveways (whether paved or unpaved), trees, landscaping, pastures, croplands, waterways, open space, setbacks, parks, public spaces, and rocks.

"Certificate of Approval" shall mean the official form indicating the Historic District Commission's affirmative action on a request to alter, repair, modify, renovate, construct, demolish or otherwise alter all or a portion of a historically designated property or structure.

"Construction" shall mean the erection of a new building, or structure upon a site.

"Demolition by Neglect" shall mean any willful neglect in maintenance and repair of a structure, other than the structure's appurtenances and environmental settings, that: (i) Does not result from financial inability to maintain and repair the structure; and (ii) Threatens to result in any substantial deterioration of the exterior features of the structure.

"Exterior Features" shall mean the architectural style, design, and general arrangement of the exterior of an historic structure, including the nature and texture of building material, and the type and style of all windows, doors, light fixtures, signs, or similar items found on or related to the exterior of an historic structure.

"Historic District" means an area in the city which is deemed to be of historic or architectural value, the boundaries of which shall be established in accordance with 17.52.030 of the Code of City of Salisbury.

"Integrity" Refers to the ability of a property to convey its historic significance through the retention of location, design, setting, materials, workmanship, feeling, and association.

"Ordinary Maintenance" shall mean work that does not alter the exterior fabric or features of a site or structure and has no material effect on the historical, archaeological, or architectural significance of the historical site or structure. Exterior features include the architectural style, design, and general arrangement of the exterior; the color, nature, and texture of building materials; and the type and style of all windows, doors, light fixtures, signs, and similar items found on, or related to the exterior of a designated historic structure or landmark. Basically, ordinary maintenance is that which will have no material effect on the historical, architectural, cultural, or archaeological value of the designated historic structure, site or landmark. This definition of ordinary maintenance applies, whenever appropriate, to the appurtenances and environmental setting of the property, as well as the building, structure or object itself. The following considered to be ordinary maintenance include:

1. Repair or replacement of roofs, gutters, siding, external doors and windows, trim, lights, and other appurtenant fixtures with the same materials of the same design.
2. Landscaping, except the removal of significant healthy trees.
3. Paving repair using the same materials of the same design.

"Reconstruction" shall mean the process of reproducing by new construction the exact form and detail of a vanished structure, or part thereof, as it appeared in a specific period of time.

"Restoring" shall mean the process of accurately recovering the form and details of a property as it appeared in a specific period of time by means of removal of later work or replacement of work from that period now missing or deteriorated beyond repair.

"Site" shall mean any location within any of Salisbury's historic districts, as well as any location of an event of historic significance or a structure, whether standing or ruined, which possesses documented historic, architectural, archaeological, or cultural significance. The term also includes natural land formations, appurtenances and environmental settings

"Structure" shall mean a combination of material to form a construction that is stable, including, among other things, buildings, stadiums, reviewing stands, platforms, staging, observation towers, radio towers, water tanks and towers, trestles, piers, paving, bulkheads, wharves, sheds, coal bins, shelters, fences and display signs.

DEFINITIONS OF ARCHITECTURAL TERMS

Alignment. The arrangement of objects along a straight line.

Appurtenances. An additional object added to a building; typically includes vents, exhausts hoods, air conditioning units, etc.

Baluster. An upright, often vase-shaped, support for a rail (e.g., on a stairway or porch).

Balustrade. A series of balusters with a rail.

Bargeboard. An ornately curved board attached to the projecting edges of a gable roof; sometimes referred to as verge boards.

Bay Window. An alcove of a room projecting from an outside wall and having its own windows.

Bracket. A supporting member for a projecting element or shelf sometimes in the shape of an inverted land sometimes as a solid piece or a triangular truss.

Belt course. A molding or course running horizontally along the face of a building. Belt course may be flat or projecting.

Building. A resource created principally to shelter any form of human activity, such as a house.

Bungalow. A small low house, usually one-story, with one or several porches; best known for craftsmanship (as in the Arts and Crafts movement) and for use of natural materials.

Bulkhead (Kickplate). A horizontal element or assembly at the base of a storefront parallel to a public walkway. The bulkhead (or Kick plate) provides a transition between the ground and storefront glazing area.

Capital. The top decorated member of a column or pilaster crowning the shaft and supporting the entablature.

Carpenter Gothic. Gothic Revival structures made of wood

and elaborately trimmed with "gingerbread" (ornately scrolled woodwork).

Clapboard. See weatherboard.

Classical. Pertaining to the architecture of ancient Rome and Greece.

Column. A slender upright structure, generally consisting of a cylindrical shaft, a base and a capital; usually a supporting or ornamental member in a building. See also: pillar:

Coping. The protective uppermost course of a wall or parapet.

Corbelling. A series of projections, each stepped out further than the one below it; most often found on brick walls and chimneystacks.

Corbelled. Furnished with a bracket or block projecting from the face of a wall to bear weight, generally supporting a cornice, beam, or arch.

Cornice. The continuous projection at the top of a wall. The top course or molding of a wall when it serves as a crowning member.

Course. A continuous row or layer of stones, tile, brick, shingles, etc. in a wall.

Dormer. A window set upright in a sloping roof. The term is also used to refer to the roofed projection in which this window is set.

Dentils. Small rectangular blocks in a series – like teeth – usually on a molding.

Door frame. The part of a door opening to which a door is hinged. A door frame consists of two vertical members called jambs and a horizontal top member called a lintel or head.

Double-hung window. A window with two sashes (the framework in which window panes are set), each movable by a means of cords and weights.

Eaves. The projecting overhang at the lower edge of a roof.

Eclectic. Composed of elements selected or chosen from several sources.

Entablature. In classical architecture, the part of a structure between the column capital and the roof or pediment; comprised of the architrave, frieze, and cornice.

Eyebrow Window. A small, curved window in an attic story.

Elevation. A mechanically accurate, "head-on" drawing of a face of a building or object, without any allowance for the effect of the laws of perspective. Any measurement on an elevation will be in a fixed proportion, or scale, to the corresponding measurement on the real building.

Façade. Front or principal face of a building, any side of a building that faces a street or other open space.

Fanlight. A semicircular or semielliptical window above a door.

Fascia. The flat band or board around the edge of a roof or a part of the entablature.

Fenestration. The arrangement of windows and other exterior openings on a building.

Finial. An ornament at the top of a spire, gable, or pinnacle.

Form. The overall shape of a structure (i.e., most structures are rectangular in form).

Frame. A window component. See window parts.

Gable. The portion, above each level, of an end wall of a building with a pitched or gambrel roof. In the case of a pitched roof this takes the form of a triangle. The term is also used sometimes to refer to the whole end wall.

Gable. The triangular wall segment at the end of a ridged roof.

Gallery. A roofed promenade extending along the wall of a building or a narrow balcony, usually having a railing or balustrade, along the outside of a building.

Gambrel. A ridged roof with two slopes on each side, the lower slope having the steeper pitch.

Gingerbread. Pierced curvilinear ornament executed with the jig saw or scroll saw, used under the eaves of roof. So called after the sugar frosting on German gingerbread houses.

Glazing. Fitting glass into windows and doors.

Half-Timbering. A wall construction in which the spaces between members of the timber frame are filled with brick, stone, or other material.

Head. The top horizontal member over a door or window opening.

Hipped roof. A roof with four uniformly pitched sides.

Hood molding. A large molding over a window, originally designed to direct water away from the wall; also called a drip molding.

In-Kind Replacement. To replace a feature of a building with materials of the same characteristics, such as material, texture, color etc.

Lancet. A narrow-pointed arch.

Leaded glass. Small panes of glass which are held in place with lead strips; the glass may be clear or stained.

Lintel. A beam over an opening in a wall or over two or more pillars.

Mansard roof. A roof that has two slopes on all four sides.

Mass or Massing. Building mass is established by the arrangement and proportions of its basic geometric components- the main block and side blocks, the roof and the foundation. Similarly massing helps create rhythm along the street, which is one of the appealing aspects of historic districts.

Masonry. Construction materials such as stone, brick, concrete block or tile.

Material. Material refers to the physical elements that were combined or deposited in a particular pattern or configuration to form a historic resource.

Medallion. An oval or circular design or carving.

Modillion. An ornamental bracket used in series under a cornice.

Module. The appearance of a single facade plane, despite being part of a larger building. One large building can incorporate several building modules.

Molding. A decorative band or strip of materials with constant profile or section designed to cast interesting shadows. It is generally used in cornices and as trim around window and door openings. A continuous decorative band that is either carved into or applied to a surface.

Muntin. A bar member supporting and separating panes of glass in a window or door.

Mullion. A vertical (often supporting) member separating windows, doors, or panels set in a series.

Neoclassical. A revival or adaptation of a classic style of architecture.

Order. Any of several specific styles of classical and Renaissance architecture characterized by the type of column used (e.g., Doric, Ionic, Corinthian, Composite, Tuscan).

Oriel. A large bay window, usually supported by a corbel or bracket.

Orientation. Generally, orientation refers to the manner in which a building relates to the street. The entrance to the building plays a large role in the orientation of a building. It should face the street.

Palladian window. A three-part window opening with a large arched central light and flanking rectangular side lights.

Panel. A sunken or raised portion of a door with a frame-like border.

Parapet. An upward extension of a building wall above the roofline, sometimes ornamented and sometimes in building a greater feeling of height or a better sense of proportion.

Pediment. A wide, low-pitched triangular section framed by a horizontal molding on its base and two sloping moldings on each of its side, surmounting the facade of a building in a classical style. Usually used as a crowning member of doors, windows and mantels.

Period of significance. Span of time in which a property attained significance.

Post. A piece of wood, metal, etc. usually long and square or cylindrical, set upright to support a building, sign, gate, etc.; pillar; pole.

Pilaster. A shallow column attached to a wall.

Pillar. A vertical supporting member in a building, may be ornamental.

Pitch. The angle of slope.

Portico. A large porch having a roof, often with a pediment supported by columns or pillars.

Preservation. The act or process of applying measures to sustain the existing form, integrity and materials of a building or structure and the site. It may include initial stabilization work as well as ongoing maintenance of the historic building materials.

Protection. The act or process of applying measures designed to affect the physical condition of a property by defending or guarding it from deterioration, or to cover or shield the property from danger or injury.

Quoin. An exterior masonry corner. Any of the stones used in forming the corner can also be called quoins. They are often large and dressed or arranged so as to form a decorative contrast with the adjoining walls.

Recessed Entry. An entry set back from the storefront. Historically, storefronts step in, towards the interior of the building at the entry point.

Reconstruction. The act or process of reproducing by new construction the exact form and detail of a vanished building, structure or object, or part thereof, as it appeared at a specific period of time.

Rehabilitation. The act or process of returning a property to a state of utility through repair or alteration which makes possible an efficient contemporary use while preserving those portions or features of the property which are significant to its historical, architectural and cultural value.

Renovation. The act or process of returning a property to a state of utility through repair or alteration, which makes possible a contemporary use.

Restoration. The act or process of accurately recovering the form and details of a property and its setting as it appeared at a particular period of time by means of the removal of later work or by the replacement of missing earlier work.

Sash. A frame in which the panes of a window are set. The sash may consist of one large pane of glass or may be subdivided into smaller panes by thin member called muntins or glazing bars.

Scale. A building's size in relation to other buildings- large, medium, small. Buildings which are similar in massing may be very different in scale.

Setback. A distance from a curb, property line, or structure within which building is prohibited, as defined in the municipal zoning ordinance. Also, an architectural device in which the upper stories of a tall building are stepped back from the lower stories.

Shaft. The main part of a column between the base and the capital.

Shape. The general outline of a building or its face.

Side light. A fixed sash located beside a door or window; often found in flanking pairs.

Sill. The lowest horizontal member in a frame or opening for a window or door. Also, the lowest horizontal member in a framed wall or partition.

Size. The dimensions in height and width of a building's face.

Stile. A vertical piece in a panel or frame, as of a door or window.

Stabilization. The fact or process of applying measures designed to reestablish a weather resistant enclosure and the structural stability of an unsafe or deteriorated property.

Storefront. The street level facade of a commercial building, usually having display windows. Typical storefront features include: kickplate, display windows, sign band, recessed entry, upper-story windows and cornice.

Streetscape. The character of the street, or how elements of the street from a cohesive environment.

Street wall. A wall of building facades that define the edge of a street.

Terracotta. A fine-grained, brown-red fired clay used for roof tiles and decoration.

Tracery. The cured mullions or bars of a stone-framed window. Also, ornamental work of pierced patterns in or on a screen or window.

Transom. A narrow horizontal window over a door or part of a door.

Turret. A small, slender tower usually at the corner of a building.

Transom. A small window or series of panes above a door, or another type of window such as a casement, double hung, or fixed window.

Vernacular. A building that does not have details associated with a specific architectural style; a simple building with modest detailing and form. Historically, factors often influencing vernacular buildings were things such as local building materials, local climate and building forms used by successive generations.

Visual continuity. A sense of unity or belonging together that elements of the built environment exhibit because of similarities among them.

Weatherboard. Clapboard; wooden siding.

Workmanship. The physical evidence of the crafts of a particular culture, people or artisan.

APPENDIX B: SUBSTITUTE MATERIALS

SUBSTITUTE REPLACEMENT MATERIALS

While the preferred method for treatment of historic properties emphasizes repairing original features to the greatest extent possible, and to replace historic features with like materials where repair is not possible, there are several instances in which utilizing substitute materials may be permissible. Substitute materials are new materials or technology which are designed to simulate the appearance of a historic material.

Situations in which the use of substitute materials may be appropriate include:

- When the historic material is unavailable (for instance, a particular type of slate, or old growth lumber)
- Where historic craft techniques or skilled artisans are not available
- When the historic feature has already been lost and little is known about its original appearance
- Where the historic material does not meet existing code requirements

Problems associated with using substitute materials include a lack of repairability, and a lack of durability and/or a shorter lifespan as compared to traditional materials. Some substitute materials are physically incompatible with existing historic building fabric and can trap moisture or cause damage to remaining historic fabric due to incompatible thermal expansion and contraction. Substitute materials should not be used to cover existing historic materials or features, and they should not be used to replace sound historic materials for the sake of convenience.

Substitute materials should only be used if they will not damage existing historic features and if they will not negatively alter the appearance of the historic resource. The new material should mimic the original in form, color, and perceived texture. The Commission will judge applications which propose the use of a substitute material in place of historic materials on a case-by-case basis and may approve or deny such materials based on each particular situation.

Factors that the Commission may consider when evaluating applications for the use of substitute materials include:

- Is the existing material historic?
- How durable is the new product vs. the old in the same environment?
- How similar is the new product in size, proportion, detail, profile, texture, and finish?
- Will the new product be physically compatible with the remaining materials?
- How much of the new material will be used?
- Where will the material be used?

The following outlines substitute materials commonly used in historic districts which may be appropriate for your proposed project. All projects at the exterior of any property in any of Salisbury's historic districts which involve replacement of elements require a COA. Remember – consult with the Housing and Community Development Department early and often to get feedback on your project proposals.

For additional information of using substitute materials in historic building, see the National Park Service's Preservation Brief 16: The Use of Substitute Materials on Historic Building Exteriors: https://www.nps.gov/tps/how-to-preserve/briefs/16-substitute-materials.htm.

Windows

The replacement of original windows with new windows is a common issue in historic districts throughout the country. While the best option is always to properly maintain and preserve your existing historic wood windows, when replacement is necessary there are several options available.

Wood

Replacement of an existing historic wood window with a new wood window matching the dimensions and configuration of the original is considered a replacement in-kind.

Aluminum Clad

Aluminum clad windows are wood windows with an aluminum facing on the trim, sashes, and muntins. Aluminum clad windows have been approved by the Commission for replacement of historic windows in cases where the historic windows are deteriorated beyond repair and where the replacements match the original in size, proportion, and configuration. Aluminum clad windows typically have an anodized or baked enamel finished and are not paintable, which is can be a drawback.

Vinyl Clad

Vinyl clad windows are similar to aluminum clad windows, in that they are wood windows with a vinyl facing. Vinyl clad windows may be appropriate for use in properties constructed in the mid-20th century, on non-visible elevations, and on non-contributing properties in Salisbury's historic districts. Like aluminum clad windows, vinyl clad windows are not paintable.

Vinyl

Vinyl windows are made of PVC (polyvinyl chloride) and are a commonly proposed replacement window. Vinyl windows are problematic for use in historic districts, however, as they are not available in proportions or finishes that are compatible with historic buildings. Because of the way the product is made, vinyl windows have narrow stiles and rails on the sashes which do not match the thicker proportions typically found in historic windows. Vinyl windows are not paintable, and are the least durable of the window types listed here. They tend to fade and warp with UV exposure and have a typical lifespan of only ten to fifteen years. Like vinyl clad windows, vinyl windows may be appropriate for use in properties constructed in the mid-20th century, on non-visible elevations, and on non-contributing properties in Salisbury's historic districts.

Composite/Fiberglass

Composite windows are made of a mix of materials, typically fiberglass and wood fibers. Fiberglass windows have a matte finish as compared to vinyl windows, and are available in proportions that mimic historic windows. Many composite windows are paintable, and are a good lower-cost option for residences in historic districts.

Doors

Like windows, properly maintaining and preserving historic doors is the preferred approach, particularly for the main entrance of a property. When a historic door needs to be replaced, it is typically due to deterioration, for increased security, or for code compliance. Replacement doors are manufactured in a wide variety of materials including wood, aluminum, steel, vinyl, fiberglass, and composites.

Metal and vinyl doors may be appropriate for non-visible elevations. For visible elevations, particularly, the main entry door, the replacement door should match as closely as possible the size, proportions, and configuration of the historic door that it is replacing.

Siding

Maintaining and preserving existing historic wood siding is the preferred approach in all of Salisbury's historic districts. In many cases when wood siding is in poor condition, spot replacements using in-kind materials to replace boards that are deteriorated beyond repair is the best approach. Only when the entirety of the siding on a building needs to be replaced should substitute materials be considered.

Vinyl siding is not an appropriate replacement material for wood siding, but may be appropriate for replacing existing vinyl, asbestos, or aluminum siding. Cement fiberboard, such as Hardie Plank, with a smooth finish to mimic planed and painted wood is also an appropriate replacement for existing vinyl, asbestos, or aluminum siding. Cement fiberboard may be approved for use on contributing properties in Salisbury's historic districts, however, the Commission will evaluate each application on a case-by-case basis. In all cases, the replacement siding should match the historic siding in terms of width, texture, and overall appearance.

Porch Materials

In Salisbury, most original porch materials are wood, however, brick, stone, and concrete were also historically used. Porch elements typically made of wood include columns, railings, balusters, floors, and decorative elements. While repairing and maintaining historic wood porches is the preferred approach, when it is necessary to replace a floor, column, or railing, some alternative material options exist.

Flooring

Composite flooring is a popular substitute material which is made from a mix of plastic and wood fibers. These materials are formed into planks to imitate wood decking and are installed in a manner similar to traditional wood planks. The product is sometimes available in a paintable finish.

Use of composite flooring is appropriate for rear decks and may be appropriate on front porches if the material closely matches the original in profile, dimension, and finish.

Columns and Railings

Fiberglass columns are available in a variety of shapes and sizes. Round and square profiles are available, as are columns that mimic the classical orders (Doric, Ionic, Corinthian, etc.), and they may even be found in designs mimicking the square, tapered columns found on Craftsman style bungalows. Similarly, fiberglass railings are available in a range of styles and profiles. Fiberglass columns and railings are typically more expensive than their wood counterparts, but may be a good alternative in some situations. A fiberglass replacement column or railing may be appropriate if it closely matches the design and proportion of the original columns.

Vinyl columns and railings are also widely available in a variety of designs and configurations. They are most commonly used for new construction and are most appropriate for buildings constructed in the mid-20th century or later. Like vinyl windows, vinyl porch columns and railings are susceptible to fading and warping as a result of UV exposure and have a relatively short lifespan. The dimensions of vinyl columns typically do not match historic proportions and their use on contributing buildings is discouraged and is not likely to be approved.

APPENDIX C: ADDITIONAL RESOURCES

Local Resources

City of Salisbury - Historic Property Information

(http://www.ci.salisbury.md.us/business/property-information/historic-property-information)
The Newtown Historic Neighborhood

(http://www.newtownhistoricdistrict.org/)

Wicomico County - Local Resources

(http://www.wicomicocounty.org/310/Local-Resources)

The Maryland Historical Trust - General Information

(http://mht.maryland.gov/)

Maryland Historical Trust - Financial Assistance Programs

(http://mht.maryland.gov/Financial.shtml)

National Park Service Preservation Briefs

(all of the below listed technical publications may be accessed at: https://www.nps.gov/tps/how-to-preserve/briefs.htm)

Assessing Cleaning and Water-Repellent Treatments for Historic Masonry Buildings

Repointing Mortar Joints in Historic Masonry Buildings

Improving Energy Efficiency in Historic Buildings

Roofing for Historic Buildings

Dangers of Abrasive Cleaning to Historic Buildings

The Preservation of Historic Glazed Architectural Terra-Cotta

Aluminum and Vinyl Siding on Historic Buildings

The Repair of Historic Wooden Windows

Exterior Paint Problems on Historic Woodwork

Rehabilitating Historic Storefronts

The Preservation of Historic Pigmented Structural Glass (Vitrolite and Carrara Glass)

The Repair and Thermal Upgrading of Historic Steel Windows

New Exterior Additions to Historic Buildings: Preservation Concerns

Preservation of Historic Concrete

The Use of Substitute Materials on Historic Building Exteriors

Architectural Character—Identifying the Visual Aspects of Historic Buildings as an Aid to Preserving their Character

Rehabilitating Interiors in Historic Buildings: Identifying and Preserving Character-Defining Elements

The Repair and Replacement of Historic Wooden Shingle Roofs

Repairing Historic Flat Plaster Walls and Ceilings

The Preservation and Repair of Historic Stucco

Preserving Historic Ornamental Plaster

Heating, Ventilating, and Cooling Historic Buildings—Problems and Recommended Approaches

The Preservation of Historic Signs

The Maintenance and Repair of Architectural Cast Iron

Painting Historic Interiors

The Repair, Replacement and Maintenance of Historic Slate Roofs

The Preservation and Repair of Historic Clay Tile Roofs

Mothballing Historic Buildings

Making Historic Properties Accessible

The Preservation and Repair of Historic Stained and Leaded Glass

Applied Decoration for Historic Interiors Preserving Composition Ornament

Understanding Old Buildings: The Process of Architectural Investigation

Appropriate Methods for Reducing Lead-Paint Hazards in Historic Housing

Removing Graffiti from Historic Masonry

Holding the Line: Controlling Unwanted Moisture in Historic Buildings

Preserving Historic Ceramic Tile Floors

The Maintenance, Repair and Replacement of Historic Cast Stone

The Preparation and Use of Historic Structure Reports

The Use of Awnings on Historic Buildings, Repair, Replacement and New Design

Preserving Historic Wood Porches

Maintaining the Exterior of Small and Medium Size Historic Buildings

Historic Decorative Metal Ceilings and Walls: Use, Repair, and Replacement

Secretary of the Interior's Standards and Guidelines

(all of the below listed publications may be accessed at: https://www.nps.gov/tps/standards.htm)

A History of The Secretary of the Interior's Standards

Standards for Preservation

Standards for Rehabilitation

Standards for Restoration

Standards for Reconstruction

Guidelines for the Treatment of Historic Properties

Guidelines for Rehabilitating Historic Buildings

Guidelines on Sustainability

APPENDIX D: SELECTED BIBLIOGRAPHY

SELECTED BIBLIOGRAPHY

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APPENDIX E: HISTORIC DISTRICT ORDINANCE

Chapter 17.52 - HISTORIC DISTRICTS—GENERAL PROVISIONS*

Sections:

Article I - Legislative Intent and General Provisions

17.52.010 - 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.

(Ord. 1916 § 1 (part), 2004)

17.52.020 - Definitions.

As used in this chapter, the following terms shall have the meanings indicated:

"Demolition" means and includes any willful neglect in the maintenance and repair of a structure, other than the structure's appurtenances and environmental settings, that:

1. Does not result from a financial inability to maintain and repair the structure; and

2. Threatens to result in a substantial deterioration of the exterior features of the structure.

"District" means a significant concentration, linkage, or continuity of sites, structures, or objects united historically or aesthetically by plan or physical development.

"Historic district" means an area in the city which is deemed to be of historic, archeological, or architectural significance, the boundaries of which shall be established in accordance with Section 17.52.030 of this chapter.

"Routine maintenance" means work that does not alter the exterior fabric or features of a site or structure and has no material effect on the historic, archeological, or architectural significance of the site or structure.

"Site" means the location of an event of historic significance or a standing or ruined structure that possesses historic, archeological, or cultural significance.

"Structure" means a combination of material to form a construction that is stable.

1. "Structure" includes buildings, stadiums, reviewing stands, platforms, stagings, observation towers, radio towers, water tanks and towers, trestles, bridges, piers, paving, bulkheads, wharves, sheds, coal bins, shelters, fences, and display signs visible or intended to be visible from a public way.
2. "Structure" also includes a natural land formation and an appurtenance and environmental setting.
3. "Structure" includes a part of a structure.

(Ord. 1916 § 1 (part), 2004)

17.52.030 - Establishment of boundaries.

A. Boundaries for historic districts shall be established by the city council in accordance with the procedure for establishment of zones set forth in Chapter 17.228 of this title. Such boundaries shall be shown on the official zoning map overlaying the existing zoning. These boundaries may be changed from time to time by the city council, and it shall not be necessary to show a mistake in the original boundaries or a change in the neighborhood.

B. The city council may also designate sites or structures deemed to be of historic, archeological or architectural significance by following the same procedures.

(Ord. 1916 § 1 (part), 2004)

17.52.040 - Application for permission to construct, alter, reconstruct, move or demolish.

A. Before a person may construct, alter, reconstruct, move, or demolish a site or structure located within an historic district, if any 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, the person shall file an application with the historic district commission.

B. An application filed under subsection A of this section shall be considered by the historic district commission and approved, modified or rejected by the commission.

C. An applicant may not resubmit an application that is identical to a rejected application for one year after the rejection.

D. The department of neighborhood services and code compliance may not grant a permit for a change to a site or structure located in a district until the historic district commission has acted on the application as provided under Section 17.52.120 of this chapter.

(Ord. 1976 (part), 2005; Ord. 1916 § 1 (part), 2004)

17.52.050 - Routine maintenance or landscaping not affected.

This chapter may not be interpreted to prevent routine maintenance or landscaping that does not have a material effect on the historic, archeological, or architectural significance of a designated site, structure, or district.

(Ord. 1916 § 1 (part), 2004)

17.52.060 - Enforcement.

A historic district commission may request that the department of neighborhood services and code compliance institute any of the remedies and penalties provided by law for any violation of an ordinance or resolution adopted under this chapter.

(Ord. 1976 (part), 2005: Ord. 1916 § 1 (part), 2004)

17.52.070 - Appointment.

The historic district commission shall be appointed by the mayor, with the advice and consent of the council. Members shall be appointed for terms of three years, except that, in making initial appointments, some appointments shall be established for less than three years in order that all appointments shall not expire at the same time. Members shall be eligible for reappointment. In the event of a vacancy on the commission, the mayor and council shall make an interim appointment for the remainder of the unexpired term.

(Ord. 1916 § 1 (part), 2004)

17.52.080 - Membership.

The historic district commission shall have a membership of seven persons, all of whom are residents of the city of Salisbury, all of whom are qualified by special interest, knowledge or training in such fields as history, architecture, preservation or urban design and who have knowledge of and have demonstrated an interest in the preservation of historic and architectural areas of the city. The city council shall establish and publicly adopt criteria for qualifying as a member of the commission.

(Ord. 1916 § 1 (part), 2004)

17.52.090 - Meetings.

A. All meetings of the commission shall be open to the public. Any person, or his duly constituted representative, shall be entitled to appear and be heard on any matter before the commission reaches a decision.

B. The commission shall keep a record of its proceedings and actions, which shall be on file for public view in the office of the secretary, and retained according to the file retention schedule of the city.

C. Notice of the commission's meetings shall be given in accordance with provisions for public notice established in the historic district's rules and regulations.

D. Four members shall constitute a quorum for all business.

(Ord. 1916 § 1 (part), 2004)

17.52.100 - Powers and duties.

A. The historic district commission shall have the following powers and duties in addition to any other powers and duties provided in this chapter:

    1. To review any application to construct, alter, reconstruct, move or demolish any site or structure within an historic district if any exterior changes are involved which would affect the historic, archeological, or architectural significance of the site or structure, any portion of which is visible or intended to be visible from a public way, and to approve, modify, or reject such application;

2. To direct studies, reports, and surveys to identify historically, culturally, archeologically, or architecturally significant landmarks, sites, structures, and districts that exemplify the cultural, social, economic, political, or architectural history of the city, state or nation;

3. To adopt and utilize in its review of applications for rehabilitation and new construction design guidelines and criteria for designated landmarks, sites, structures, and districts which are consistent with the U.S. Secretary of the Interior's Standards for the Treatment of Historic Properties, 1995. Guidelines may include design characteristics intended to meet the needs of particular types of landmarks, sites, structures, and districts, and may identify categories of changes that, because they are minimal in nature, do not affect historic, cultural, archeological, or architectural significance, and do not require review by the commission. Guidelines shall be presented to the mayor and city council for approval;

4. To adopt rules of procedure necessary in discharging its duties, provided that said rules:

   a. Are consistent with the general regulations for historic districts,

   b. Provide for appropriate public notice to interested local groups or neighbors of various classes of applications,

   c. Permit the commission to act in an advisory fashion in advance of requests for permits in order to encourage improvements, demolition and reconstruction in ways that will enhance the historic district, and

   d. Assure that bureaucratic requirements are minimized;

5. To appoint professional advisors.

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.

C. An historic district commission shall pass only on exterior features of a structure and shall not consider interior arrangement, nor shall it reject applications except with regard to the considerations set forth above.

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.

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 department of neighborhood services and code compliance 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.

F. Approval Under Certain Circumstances. In any case of any site or structure deemed to be valuable for its historic, archeological, or architectural significance to the neighborhood or area within which it exists, the commission may approve proposed construction, reconstruction, alteration, moving or demolition, despite the fact that the changes come within the provisions of subsection E of this section if:

1. The site or structure is a deterrent to a major improvement program which will be of substantial benefit to the city;

2. Retention of such structure would cause undue financial hardship to the owner; or

3. Retention of such structure would not be in the best interest of a majority of persons in the community.

G. In any case of any structure deemed to be valuable for the period of architecture it represents and important to the neighborhood or area within which it exists, a commission may file with the department of neighborhood services and code compliance of the city of Salisbury its approval of such application to demolish or alter such structure if any of the circumstances under which approval might have been given under the preceding sections are in existence and shall file approval if:

1. Such structure is a deterrent to a major improvement program which will be of substantial benefit to the city;

2. Retention of such structure would cause undue financial hardship to the owner; or

3. Retention of such structure would not be in the best interest of the majority of the community.

(Ord. 1976 (part), 2005; Ord. 1916 § 1 (part), 2004)

17.52.110 - Special powers.

A. The city of Salisbury shall have the right to accept and use gifts for exercise of a commission's functions, provided that such gifts shall be turned over to the city treasurer and be subject to the charter and laws of the city of Salisbury.

B. The commissions may designate the Maryland Historical Trust to make an analysis of and recommendation concerning the preservation of structures of historic, archeological or architectural significance within the city. Such report may include proposed boundaries of districts as well as identify and designate particular structures recommended to be preserved.

C. The commission shall have the right to petition the Salisbury-Wicomico County Planning and Zoning Commission for the designation of appropriate areas as historic districts.

D. The city of Salisbury may acquire architectural easements in connection with structures located in or adjacent to an historic district. Such easements shall grant to a commission, the residents of the historic district and the general public the perpetual right to have the exterior appearance of any

structure upon which it is applied retained in substantially the same character as when the easement took effect.

(Ord. 1916 § 1 (part), 2004)

17.52.120 - Approval or rejection of application; reapplication.

A. The commission shall file with the department of neighborhood services and code compliance its certificate of approval or rejection of all applications submitted to it for review. The commission shall set forth, in writing, its reason for approval, modification or rejection of an application.

B. No work shall begin until such certificate shall have been filed.

C. 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 in justifiable cause demonstrated.

D. In the case of rejection, such certificate shall be binding on the director of the department of neighborhood services and code compliance, and no permit shall be issued.

E. Failure of the commission to act within forty-five (45) days from the date an application is filed shall constitute approval unless an extension is agreed upon mutually by the applicant and the commission.

F. No new application for the same or similar work shall be filed within one year after such rejection, except in the event of a change in such structure arising from casualty.

(Ord. 1976 (part), 2005; Ord. 1916 § 1 (part), 2004)

17.52.130 - Appeals.

Any person or persons, jointly or severally, or firm or corporation or any person who is a resident and/or property owner of a district, aggrieved by a decision of the historic district commission shall have the right of appeal of that decision to the circuit court of Wicomico County.

(Ord. 1916 § 1 (part), 2004)

17.52.140 - Severability.

A. The provisions of this chapter are severable.

B. If any provision of this chapter is held unconstitutional by a court of competent jurisdiction, the decision of the court does not affect or impair any of the remaining provisions.

(Ord. 1916 § 1 (part), 2004)

Chapter 17.56 - CAMDEN HISTORIC DISTRICT

Sections:

17.56.010 - Purpose.

The city council has determined that the Camden area is of architectural and historical significance and contains structures of great historical value to the community, such as the Humphrey House, Red Gables and the house known as "Cricket Box." The district is established to protect against the destruction of these and other historic structures and sites within the area; to encourage uses which will lead to the continuance, preservation and improvement of the area; to prevent creation of environmental influences adverse to such purposes; and to assure that new structures and uses within the district will be in keeping with the character of this area, which has been determined to be worthy of preservation and enhancement.*

(Prior code § 150-120.1)

* Editor's note: The Camden historic district map is included at the end of this chapter.

17.56.020 - Historic district commission.

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

B. Any neighborhood association within the Camden historic district or any other interested organization may submit to the city council names of persons for consideration as members of the historic district commission.

(Ord. 1916 § 2, 2004: prior code § 150-120.2)

17.56.030 - Certificate of approval.

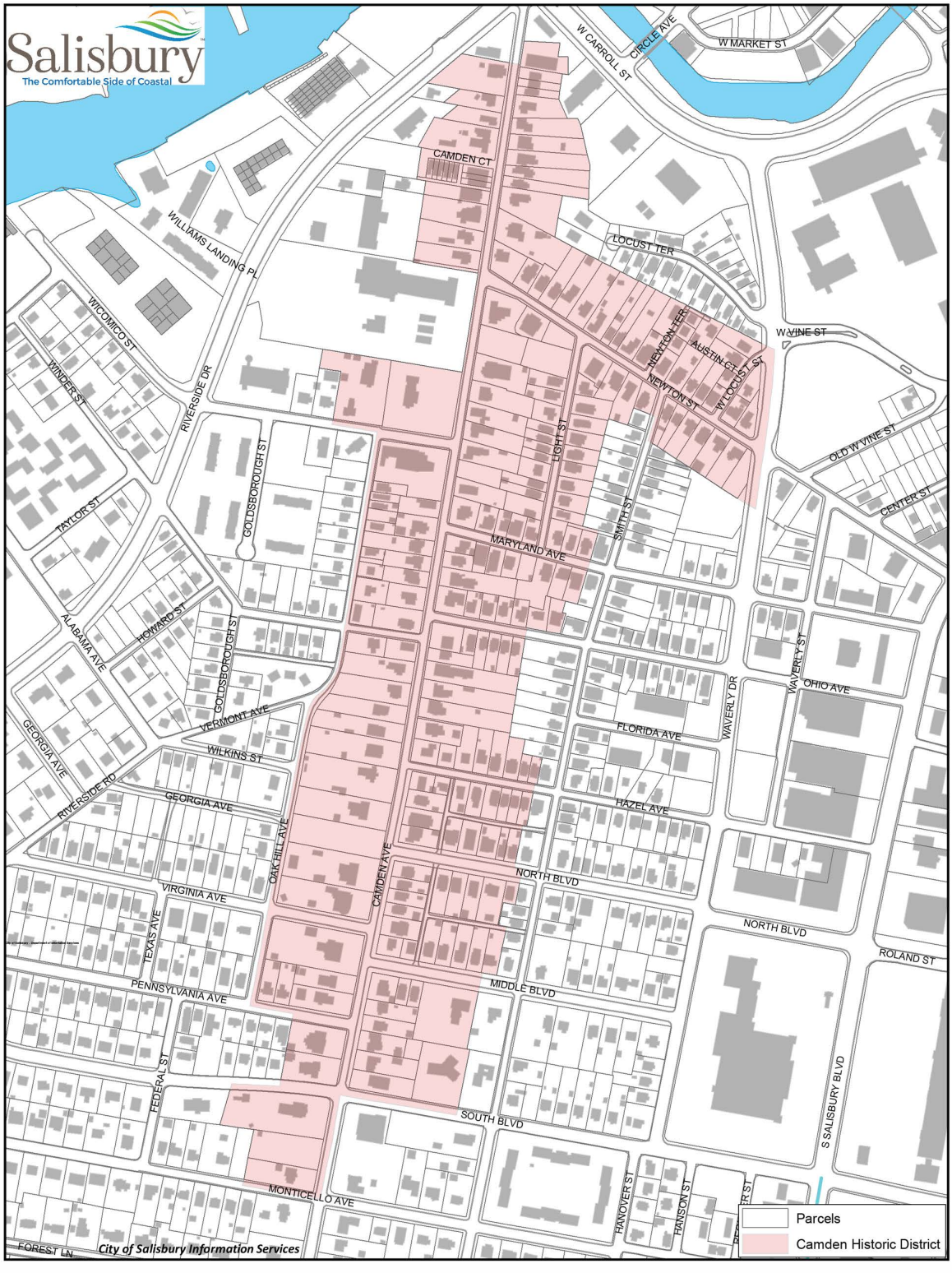
A. Prior to the construction, demolition, alteration or moving of any site or structure which may affect its exterior appearance, a certificate of approval issued in accordance with Chapter 17.52 of this title shall be obtained from the historic district commission.

B. No approval shall be required for routine maintenance or repair of any structure, including roof coverings and color of paint.

(Ord. 1916 § 3, 2004: prior code § 150-120.3)

17.56.040 - Use and development standards.

All uses and standards for development shall be the same as set forth for the underlying zoning district or districts.



Chapter 17.60 - DOWNTOWN HISTORIC DISTRICT

Sections:

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.*

(Prior code § 150-121)

* Editor's Note: The downtown historic district map is included at the end of this chapter.

17.60.020 - 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.

(Ord. 1916 § 4, 2004: prior code § 150-122)

17.60.030 - Certificate of approval.

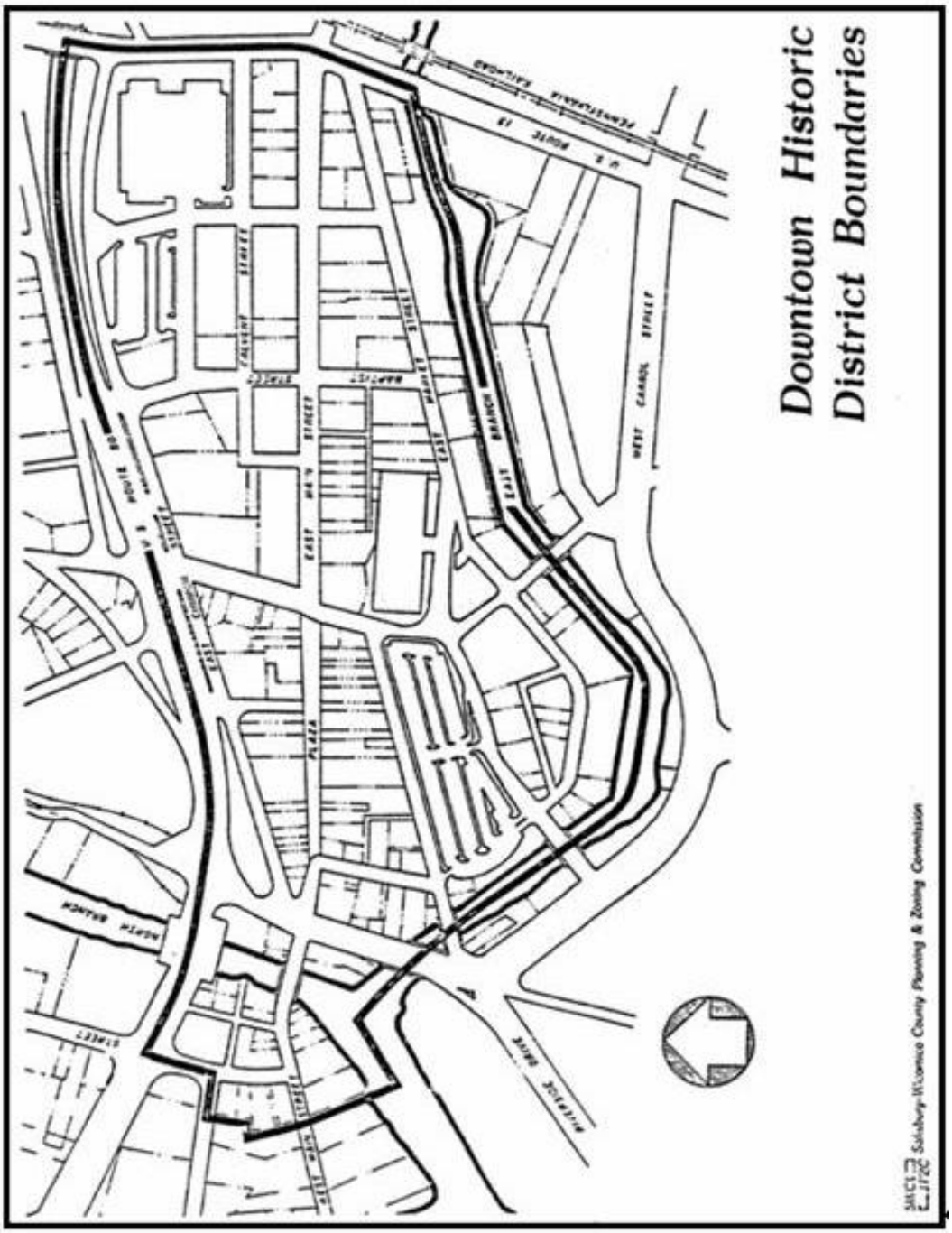
A. Prior to the construction, demolition, alteration, moving or painting of any site or structure which may affect its exterior appearance, a certificate of approval issued in accordance with Chapter 17.52 of this title shall be obtained from the historic district commission.

B. No approval shall be required for routine maintenance or repair of any structure, including roof coverings and color of paint.

(Ord. 1916 § 5, 2004: prior code § 150-123)

17.60.040 - Uses and development standards.

All uses and standards for development shall be the same as set forth for underlying zoning district or districts.



Chapter 17.64 - NEWTOWN HISTORIC DISTRICT

Sections:

17.64.010 - Purpose.

The city council has determined that the Newtown area has architectural and historical significance and contains many structures of great historical value to the community, such as Poplar Hill Mansion, the Dr. Lawry House and the Gillis Grier House. The district is established to protect against the destruction of these and many other historic structures and sites within the area; to encourage uses which will lead to the continuance, preservation and improvement of the area; to prevent creation of environmental influences adverse to such purposes; and to assure that new structures and uses within the district will be in keeping with the character of this area, which has been determined to be worthy of preservation and enhancement.*

(Prior code § 150-117)

* Editor's Note: The Newtown historic district map is included at the end of this chapter.

17.64.020 - Newtown 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 Newtown historic district.

B. Any neighborhood association within the Newtown historic district or any other interested organization may submit to the city council names of persons for consideration as members of the historic district commission.

(Ord. 1916 § 6, 2004: prior code § 150-118)

17.64.030 - Certificate of approval.

A. Prior to the construction, demolition, alteration, moving or painting of any site or structure which may affect its exterior appearance, a certificate of approval issued in accordance with Chapter 17.52 of this title shall be obtained from the historic district commission.

B. No approval shall be required for routine maintenance or repair of any structure, including roof coverings and color of paint.

(Ord. 1916 § 7, 2004: prior code § 150-119)

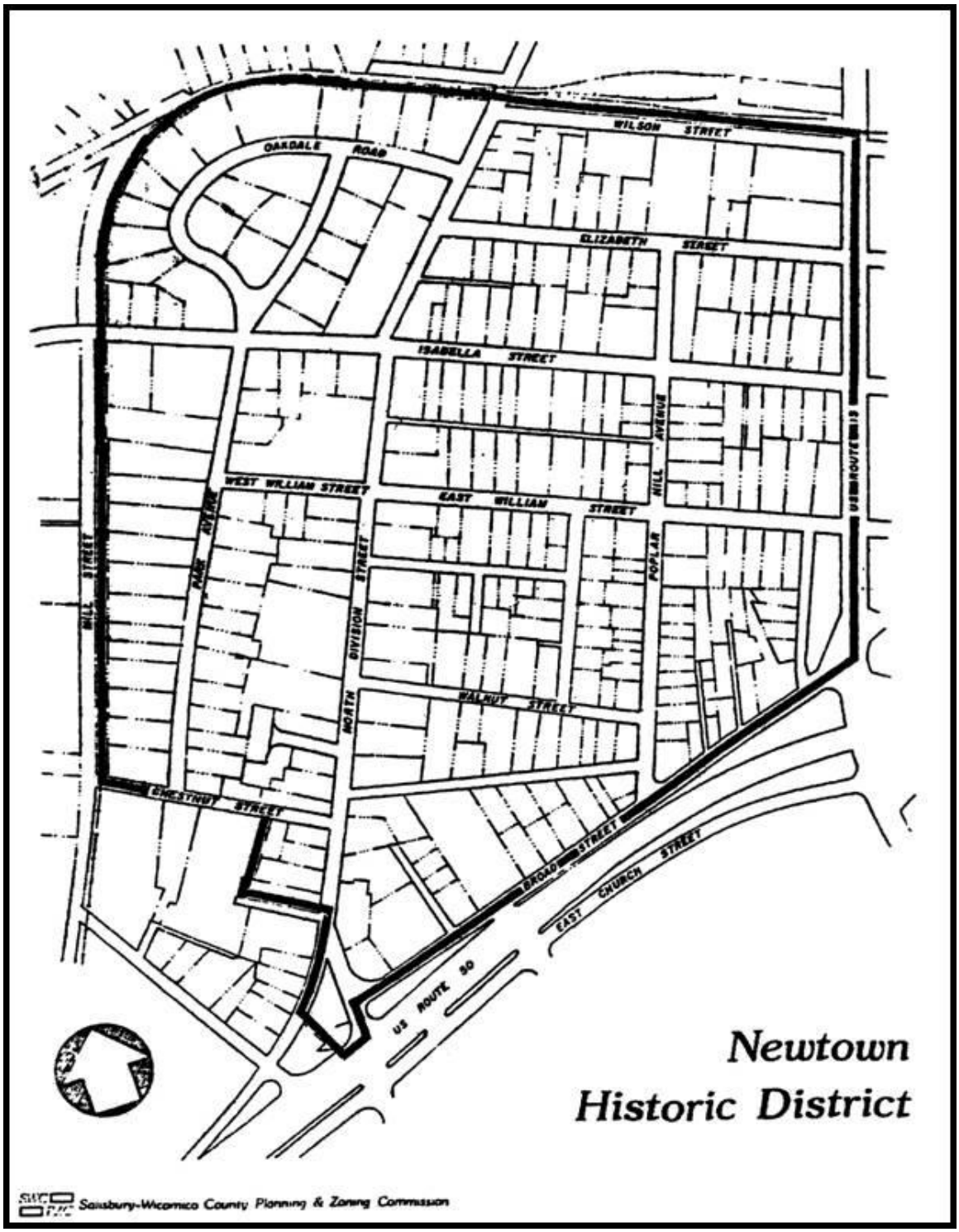
17.64.040 - Uses and development standards.

A. All uses and standards for development shall be the same as set forth for the underlying zoning district or districts.

B. In addition to those uses permitted in the underlying zoning district, bed and breakfast inns are permitted in the Newtown historic district by special exception.

(Prior code § 150-120)

(Ord. No. 2310, 1-26-2015)



Chapter 17.216 - SIGN STANDARDS

Sections:

17.216.010 - Purpose.

There is a significant relationship between the manner in which signs are displayed and public safety and the value and economic stability of adjoining property. The reasonable display of signs is necessary as a public service and necessary to the conduct of competitive commerce and industry. The purpose of this chapter is to establish minimum standards for signs in direct relationship to the functional use of property and to the intensity of development permitted within the zoning districts provided by this title. The purpose of this chapter is to further traffic safety as there is a significant relationship between outdoor advertising structures and traffic safety. Further, the very nature and changing character of outdoor advertising structures and the material displayed causes a hazard to traffic, a risk to safety of travelers and a detriment to public welfare. The purpose is to further the beautification of the city which, through the acts of the city and through the voluntary acts of its citizens, has been beautified, and the outdoor advertising structures currently existing in the city of Salisbury are aesthetically displeasing and are such that the number, height, size, etc., of these signs reduce the quality of life in the city of Salisbury and affect the health and welfare of the citizens of Salisbury.

(Prior code § 150-244)

17.216.020 - Definitions.

For clarification of this chapter, the following definitions are set forth herein and referenced in Section 17.04.120 to this chapter.

A. General.

"Face" means the surface of the sign upon, against or through which the message is displayed or illustrated on the sign.

"Flashing sign" means an illuminated sign on which the artificial or reflected light is not maintained stationary and constant in intensity and color. Any sign which revolves or moves, whether illuminated or not, shall be considered a flashing sign, excluding time, temperature and date indicators.

"Indirectly illuminated sign" means a sign where illumination is derived from an external artificial source, which source is so arranged that no direct rays of light are projected into an adjoining property or a public street, or the source of the illumination is from within the sign and such light source is not visible.

"Outdoor advertising structure spacing measurement" means five hundred (500) feet on the same side of the street measured by drawing lines perpendicular to the curbline from the closest point of two outdoor advertising structures and measuring the distance between the lines along the curbline.

"Sign" means any structure, display or device that is arranged, intended, designed or used as an advertisement, announcement, identification, description or direction to attract the attention of persons not on the premises on which the sign is located.

"Sign setback measurement" means setback for signs measured from the prevailing edge of the sign face.

"Sign surface area" means the area of a sign shall be computed as including the entire area within a regular rectangular geometric form or combination of regular rectangular geometric forms comprising all of the display area of the sign and including all of the elements of the matter displayed. The structural members shall not be included in the computation of surface area, unless the structural members are designed in such a manner as to form an integral part of the message or logo displayed.

1. Business Signs. Only one face of a freestanding sign shall be measured, provided that the faces are placed back-to-back not more than thirty (30) inches apart and are of the same dimensions.

Street Frontage Sign Area Measurement. For the purpose of determining total sign area permitted on a lot, "street frontage" shall mean frontage on any public thoroughfare regardless of whether it is owned and/or maintained by the city, county or state.

B. Type.

"Bulletin board" means a sign or permanent character, but with movable letters, words or numerals, indicating the names of persons associated with or events conducted upon or products or services offered upon the premises on which such sign is maintained.

"Business" means a sign attracting attention to a business, commodity, service or entertainment conducted, sold or offered on the same premises where the advertising occurs.

"Directional" means a sign not used for advertising, but giving directions only, for accommodations, services, traffic routing, industries, churches, schools, parks, historic buildings or features located in or adjacent to the city of Salisbury, and temporary directions to real estate projects.

"Directory sign" means a sign on a building or within a development on which names of businesses, offices or services are listed, either with or without arrows or directions.

"Instructional" means a sign conveying instructions with respect to the premises on which it is maintained, such as "entrance," "exit," "no trespassing," "danger" and similar signs.

"Outdoor advertising structure" means any structure which contains a sign, poster, panel, billboard, painted bulletin or any other structure, device, surface or display which advertises or displays any other message related to a business, profession, commodity, service or entertainment or event conducted, sold or offered elsewhere than on the premises where the advertising structure is located.

"Political" means a sign which is designed to influence the action of the voters either for the passage or defeat of a measure appearing on the ballot at any national, state or local election or which is designed to influence the action of the voters either for the election or defeat of a candidate for nomination or election to any public office at any national, state or local election.

"Temporary" means a sign erected for a specific period of time, but not to exceed six months in any calendar year, except as otherwise provided by this chapter.

"Trailer/portable" means a sign mounted on a vehicle licensed by the state of Maryland as a trailer, or a sign mounted onto a trailer or frame (with or without wheels), or a sandwich board or any other type intended to be portable and not structurally attached to the ground or a building.

C. Location.

"Ground" means a detached sign, which shall include any sign supported by uprights, pylons or braces placed upon or in the ground or supported by the ground and not attached to any building.

"Marquee" or "Soffit" means a sign affixed to, hung from or in a marquee or soffit, which may or may not have movable letters. A sign on or attached to any awning or canopy shall be considered a "marquee sign."

"Projecting" means a sign which projects beyond the building face more than eighteen (18) inches and uses the building as its main source of support.

"Roof" means a sign located and supported on top of a building or structure, which may have an open space below the bottom of the sign.

"Wall" means a sign painted upon or attached to or erected against the wall of a building or structure, with the exposed sign in a plane parallel to the plane of said wall and projecting not more than eighteen (18) inches for signs located more than seven feet six inches above the sidewalk or grade line and not more than four inches for signs located less than seven feet six inches above the sidewalk or grade line; also, signs attached to an ornamental mansard roof and/or canopy, provided that such signs shall not project more than eighteen (18) inches beyond the furthermost projection of such roof or canopy.

(Ord. 1612 (part), 1995; Ord. 1599 § 9, 1995; prior code § 150-245)

17.216.030 - Signs prohibited in all districts.

Signs prohibited in all districts shall be:

A. Signs which produce noise or sounds or emit visible smoke, vapor, particles or odor;

B. Signs with intermittent light resembling, or seeming to resemble, the flashing lights customarily associated with danger or such as are customarily used by police, fire and ambulance vehicles or for navigation purposes;

C. Signs located and so illuminated as to provide a background of colored lights to the extent that they may be confusing to motorists when viewed from normal approaching position of a vehicle at a distance of twenty-five (25) to three hundred (300) feet;

D. Signs in any location which obstruct the vision of motorists of traffic control devices, intersections or traffic movement;

E. Signs attached to trees or utility poles;

F. Signs attached to any vehicle parked permanently;

G. Signs which, taken as a whole, are obscene or profane as currently defined, described or determined by the United States Supreme Court and/or by the court of Appeals of Maryland;

H. Signs which are an imitation of or resemble an official traffic sign or signal or which bear the words STOP, GO, SLOW, CAUTION, DANGER, WARNING or similar words, which would adversely affect traffic.

(Ord. 1612 (part), 1995: prior code § 150-246)

17.216.040 - Signs prohibited in certain districts.

Flashing signs and animated signs are prohibited in all districts except CBD, commercial and industrial districts.

(Prior code § 150-247)

17.216.050 - Signs which may be erected in any districts.

Signs which may be erected in any district are as follows:

A. Signs of any size or shape may be erected by or under the direction of any governmental body or agency in any location for purposes of promotion, identification, direction, safety or convenience to the public;

B. Instructional signs not exceeding two square feet in area or three feet in height;

C. Name and address signs not exceeding one for each principal building or use on a premises and not exceeding two square feet in area;

D. Permanent subdivision identification signs which do not exceed twenty (20) square feet in surface area per face, limited to two faces, not exceeding one per main entrance and set back fifteen (15) feet from the curbline;

E. Temporary real estate signs indicating the sale, rental or lease of the premises on which it is located, with a maximum area of eight square feet, nonilluminated; provided that premises in the R-5, R-8, and R-10 zoned districts shall only display rental signs ninety (90) days prior to lease termination and shall be removed after the premises is rented;

F. Temporary development signs advertising the sale or rental of structures, which have a maximum surface area of sixty (60) square feet, limited to two faces, maximum height of fifteen (15) feet,

indirectly illuminated, and set back the distance from the street line that is required for the district in which the sign is located;

G. Temporary construction signs limited to one each for contractors, architects, financing, etc., nonilluminated and set back the distance from the street line that is required for the district in which it is located and permitted only while construction is in progress or such time as may be required by state or federal requirements for financing or by any other requirement for extended advertising of the program under which construction has been accomplished;

H. Memorial tablets or signs and historic markers, flags and insignias of bona fide civic, charitable, fraternal and welfare or religious organizations and national flags and flags of political subdivisions of the United States;

I. Signs erected by a utility company locating underground facilities or the location of a public telephone booth not exceeding two square feet;

J. One or more political campaign signs which, in aggregate, do not exceed a total of thirty-two (32) square feet in area, set back at least fifteen (15) feet from the curbline, on any privately owned lot, except where a building is located less than fifteen (15) feet from the curbline and, in that event, the setback is the lesser of fifteen (15) feet or the distance between the building and the curbline. Each such sign may not be erected more than ninety (90) days prior to the nomination, election or referendum and must be removed within seven days after the election or referendum, except that the candidates who won the primary may continue to display their signs until the final election.

K. Directional signs located within one mile of and limited to one sign for each use or location for which the directions are intended, and provided that:

1. Written permission is obtained from the property owner;
2. The sign is set back ten feet from the curbline;
3. The surface area does not exceed four square feet;
4. The sign is nonilluminated;
5. The sign is located a minimum of five hundred (500) feet from any other directional sign on the same side of the street;
6. The height does not exceed five feet.

L. Nonbusiness signs (which are not outdoor advertising structures as defined in Section 17.216.020) may be erected for a period not to exceed ninety (90) days in any calendar year by or for the owner or lawful occupant of any lot or structure which signs, in aggregate, do not exceed a total of six square feet in area, nonilluminated. Such signs must be set back at least fifteen (15) feet from the curbline on any lot or affixed to an occupied dwelling, structure or building, except where such dwelling, structure or building is located less than fifteen (15) feet from the curbline and, in that event, the setback is the lesser of fifteen (15) feet or the distance between the dwelling structure or building and the curbline.

(Ord. 1910, 2004; Ord. 1612 (part), 1995: prior code § 150-248)

17.216.060 - Signs which may be erected in R-5, R-8, R-8S, R-10 and R-10S residential districts.

Signs which may be erected in residential R-5, R-8, R-8S, R-10 and R-10S districts are as follows:

A. Signs as listed in Section 17.216.050;

B. One nonilluminated or indirectly illuminated identification sign not to exceed twenty (20) square feet in surface area, a maximum of five feet above grade and set back fifteen (15) feet from the curbline or five feet back from the sidewalk for each building devoted to the following uses: church,

school, firehouse, historic building, police station, care home and cemetery. In addition, a bulletin board is permitted, provided that the total of thirty (30) square feet is not exceeded by both the bulletin board and identification sign;

C. One nonilluminated sign not exceeding one square foot in area mounted flat against the exterior of the dwelling or set back ten feet from the curbline and not exceeding four feet in height;

D. One nonilluminated or indirectly illuminated sign not exceeding eight square feet in surface area, set back fifteen (15) feet from the curbline and a maximum of five feet above grade for a day-care center.

(Ord. 1612 (part), 1995: prior code § 150-249)

17.216.070 - Signs which may be erected in R-5A, RR-5A and R-8A residential districts.

Signs which may be erected in residential R-5A, RR-5A and R-8A districts are as follows:

A. Signs as listed in Section 17.216.050;

B. One temporary sign not exceeding thirty-two (32) square feet in area, nonilluminated, identifying a model unit in a townhouse or apartment project;

C. One nonilluminated or indirectly illuminated sign not exceeding two square feet in area identifying an ongoing management or rental office in an apartment or townhouse project or for a temporary sales office until all units have been sold;

D. One identification sign for a townhouse or apartment project not to exceed fifty (50) square feet in surface area, which may be reduced by the board of zoning appeals upon review of the site and size of projects. Such sign may be ground-mounted not to exceed five feet above grade and set back fifteen (15) feet from the curbline or may be a flat wall sign.

(Ord. 1612 (part), 1995: prior code § 150-250)

17.216.080 - Signs which may be erected in office and service residential district.

Signs which may be erected in the office and service residential district are as follows:

A. Signs as listed in Section 17.216.050;

B. One nonilluminated or indirectly illuminated wall sign not greater than four square feet in surface area attached to the front of a building;

C. One nonilluminated or indirectly illuminated ground sign identifying an office or service use not exceeding two square feet in surface area or six feet in height and set back fifteen (15) feet from the curbline.

(Ord. 1612 (part), 1995: prior code § 150-251)

17.216.090 - Signs which may be erected in office and service highway districts.

Signs which may be erected in the office and service highway districts are as follows:

A. Signs as listed in Sections 17.216.050 and 17.216.060(B);

B. Business signs as follows: The total area of all business signs on a lot shall not exceed one square foot for each linear foot of street frontage on a street twenty-five (25) feet or more in width. Permitted sign locations are ground, wall, projecting, marquee and soffit, as follows:

1. One ground sign not exceeding twenty-five (25) feet or more in height, fifty (50) feet in surface area per face, excluding time, temperature and weather indicator, and set back twenty (20) feet from the curbline. Where a lot has more than one frontage on a street twenty-five (25) feet or more in width, one additional ground sign may be permitted for the second street frontage, with a total surface area not to exceed fifty (50) square feet, provided than the total surface area of all faces for both ground signs does not exceed one hundred fifty (150) square feet. The height and setback shall be the same as that required for the first ground sign.
2. Marquee and soffit signs, which shall not exceed six square feet in surface area and shall not project more than twelve (12) inches beyond the marquee face or edge.
3. Wall signs not exceeding fifty (50) square feet in area.

C. In addition to the signs set forth in subsection (B) of this section:

1. Directory signs shall be as follows: fifteen (15) square feet in surface area per face, limited to two faces, six feet in height and set back fifteen (15) feet from the back of the curb.
2. Instructional Signs. No more than two information signs may be permitted adjoining a combination entrance-exit, provided that:
   a. The maximum height above grade shall not exceed three feet;
   b. The maximum surface area per face shall not exceed six square feet;
3. Temporary real estate signs not to exceed thirty-two (32) square feet in surface area, as follows: ten feet in height and set back twenty (20) feet from the curbline.

(Ord. 1612 (part), 1995: prior code § 150-252)

17.216.100 - Signs which may be erected in college and university district.

Signs which may be erected in the college and university district are as follows:

A. Signs as listed in Sections 17.216.070 and 17.216.090.

(Ord. 1612 (part), 1995: prior code § 150-253)

17.216.110 - Signs which may be erected in general commercial district.

Signs which may be erected in the general commercial district are as follows:

A. Signs as listed in Sections 17.216.050, 17.216.060(B) and 17.216.090(D);

B. Business Signs. The total area of all business signs on a lot shall not exceed four square feet for each linear foot of street frontage. Sign locations are ground, projecting, wall, roof and marquee, as follows:

1. Not more than one ground sign not exceeding one hundred (100) square feet per face, not exceeding thirty (30) feet in height and set back fifteen (15) feet from the curbline or property line if no curbline exists.
2. Not more than one projecting sign not exceeding ten square feet in surface area, no lower than eight feet above a sidewalk and extending no closer than two feet to the curbline or property line where no curbline exists.
3. Not more than two wall signs per wall. Wall signs shall not extend beyond the ends of the wall on which the signs are attached. Such signs shall not extend above the roofline, and the surface area of wall signs shall not exceed two square feet for each linear foot of building

width for the wall on which the signs are attached. The total surface area for both signs shall not exceed a total of two hundred (200) square feet.

4. Not more than two roof signs, which shall not exceed one hundred (100) square feet in total surface area, and shall not exceed an overall height of sixteen (16) feet above the roofline.

5. One temporary trailer/portable sign on a lot or parcel, not exceeding eight feet in height and ten feet in length, with a maximum surface area of sixty (60) square feet per face, for a period not to exceed thirty (30) days.

    a. Trailer signs shall be no closer than five hundred (500) feet apart on the same side of the street, with no more than three signs for every two thousand (2,000) feet on the same side of the street.

    b. Trailer signs shall be set back fifteen (15) feet from the curbline and shall not be placed in any parking space which is required to meet the minimum parking required for the business upon which the sign is located.

6. Not more than one marquee sign per street frontage no larger than one hundred fifty (150) square feet, no lower than eight feet above the sidewalks and no closer than two feet to the edge of the curbline or property line if no curbline exists;

C. Temporary real estate sign not to exceed thirty-two (32) square feet in surface area, ten feet in height and set back fifteen (15) feet from the curbline.

(Ord. 1612 (part), 1995; Ord. 1599 § 11, 1995; prior code § 150-254)

17.216.120 - Signs which may be erected in light business and institutional district.

Signs which may be erected in the light business and institutional district are as follows:

A. Signs as listed in Sections 17.216.050, 17.216.060(B) and 17.216.090(D);

B. Business Signs. The total area of business signs on a lot shall not exceed three square feet per linear foot of street frontage. Sign locations are ground, projecting, wall, marquee, soffit and projections, as follows:

1. One ground sign not exceeding fifty (50) square feet per face, not exceeding twenty-five (25) feet in height and set back fifteen (15) feet from the curbline;

2. Projecting signs not exceeding six square feet in surface area, extending no closer to the curbline than fifteen (15) feet and no closer than eight feet above a sidewalk or eighteen (18) feet above a public street, alley or driveway;

3. Wall signage not exceeding fifty (50) square feet in surface area per wall;

4. Marquee and soffit signs not exceeding six square feet in surface area and not projecting more than twelve (12) inches beyond the marquee face or edge.

(Ord. 1672 § 3, 1997; Ord. 1612 (part), 1995; prior code § 150-255)

17.216.130 - Signs which may be erected in regional commercial district.

Signs which may be erected in the regional commercial district are as follows:

A. Business Signs. The total area of business signs on a lot shall not exceed three square feet per linear foot of street frontage. Sign locations are ground, wall, projecting, marquee and soffit, as follows:

1. One ground sign not exceeding one hundred twenty-five (125) square feet per face, not exceeding thirty (30) feet in height and set back twenty (20) feet from all property lines;
2. Projecting signs not exceeding ten square feet in surface area, extending no closer to the curbline than fifteen (15) feet and no closer than eight feet above a sidewalk;
3. Wall signs not exceeding two square feet in surface area for each linear foot of building width or wall on which signs are located, not to exceed one hundred (100) square feet total sign surface area;
4. Marquee and soffit signs not projecting more than twelve (12) inches beyond the marquee faces or edges, extending no closer to the curbline than fifteen (15) feet and no closer than eight feet above a sidewalk.

B. In addition to the signs set forth in subsection (A) of this section:

1. Temporary real estate signs not to exceed thirty-two (32) square feet in surface area, ten feet in height and set back fifteen (15) feet from the curbline. For large parcels with more than two hundred fifty (250) feet of road frontage, the maximum size shall be sixty-four (64) square feet and fifteen (15) feet in height;
2. Instructional Signs. No more than two may be permitted adjoining a combination entrance/exit, provided that:
    a. The maximum height above grade shall not exceed three feet,
    b. The maximum surface area per face shall not exceed six square feet.

(Ord. 1612 (part), 1995; prior code § 150-256)

17.216.140 - Signs which may be erected in neighborhood business district.

Signs which may be erected in the neighborhood business district are as follows:

A. Signs as listed in Section 17.216.090.

(Ord. 1612 (part), 1995: prior code § 150-257)

17.216.150 - Signs which may be erected in central business district.

Signs which may be erected in the central business district are as follows:

A. Signs listed in Section 17.216.110, subject to the following:

1. Every redeveloped or newly developed property shall require a sign plan showing the overall design and treatment of nontemporary signs, which shall be submitted for approval as part of development approval required by Chapter 17.28 and Section 17.12.070.
2. Signs may be reduced in size or location by the downtown/riverfront development review committee and planning commission where such reduction in size or relocation will further the purpose of the central business district.

(Ord. 1612 (part), 1995; prior code § 150-258)

17.216.160 - Signs which may be erected in riverfront redevelopment multiuse district.

Signs which may be erected in the riverfront redevelopment multiuse district are as follows:

A. Signs as listed in Section 17.216.110, subject to the following:

1. Every redeveloped or newly developed property shall require a sign plan showing the overall design and treatment of signs, which shall be submitted for approval as part of development approval required by Chapter 17.104 and Section 17.12.070.
2. Signs may be reduced in size or location by the downtown/riverfront development review committee and planning commission where such reduction in size or relocation will further the purpose of the riverfront redevelopment multiuse district.

(Ord. 1612 (part), 1995; prior code § 150-259)

17.216.170 - Signs which may be erected in light industrial district.

Signs which may be erected in the light industrial district are as follows:

A. Signs as listed in Section 17.216.110, except that total surface area for all signs on a lot shall not exceed three square feet for each linear foot of street frontage.

(Ord. 1612 (part), 1995: prior code § 150-260)

17.216.180 - Signs which may be erected in industrial district.

Signs which may be erected in the industrial district are as follows:

A. Signs as listed in Section 17.216.110, except that total surface area for all business signs on a lot shall not exceed four square feet for each linear foot of street frontage.

(Ord. 1612 (part), 1995: prior code § 150-261)

17.216.190 - Signs which may be erected in shopping centers.

Signs which may be erected in shopping centers shall be in compliance with Section 17.212.080.

(Ord. 1612 (part), 1995)

17.216.200 - General provisions.

A. 1. No sign, unless excepted by these regulations, shall be erected, constructed, posted, painted, altered, maintained or relocated until a permit has been issued by the director of the department of building, housing and zoning. Before any permit is issued, an application provided by the director shall be filed with three sets of drawings and/or specifications as may be necessary to fully advise and acquaint the director with the location, construction, materials, manner of illumination and/or securing or fastening and the number of signs applied for. All signs shall be erected on or before the expiration of six months from the date of issuance of the permit; otherwise a new permit shall be required. Fees for sign permits shall be in accordance with the fee schedule adopted by ordinance, a copy of which is maintained in the office of the department of building, housing and zoning. Each sign requiring a permit shall be clearly marked with the permit number and name of the person or firm placing the sign on the premises.
2. Where the director of the department of building, housing and zoning determines that an application for a sign is either prohibited under Section 17.216.030 or is not permitted to be erected in its applicable district, the director shall deny the permit.
3. Any interested party may submit within thirty (30) days from the issuance or denial of the permit a written appeal to the board of zoning appeals, which shall promptly hear that appeal at a public

meeting. A majority vote of the board shall either affirm the decision of the director or shall reverse the decision.

B. The following signs do not require a permit as required in subsection (A) of this section; provided, they are in compliance with Section 17.216.030:

1. Public Signs. Signs erected by or required to be erected by any government agency;
2. Changing of copy on a bulletin beard, poster board, display easement, outdoor advertising structure or marquee;
3. Temporary (as defined in Section 17.216.020) instructional signs not exceeding two square feet in area or three feet in height;
4. Signs on trucks, buses or other vehicles while in use in the normal course of business;
5. Nonilluminated signs, not exceeding six square feet in area, with letters not exceeding one foot in height, painted, stamped, perforated or stitched on the surface area of an awning, canopy, roller curtain or umbrella;
6. Memorial tablets or signs and historic markers;
7. Flags and insignias of bona fide civic, charitable, fraternal and welfare or religious organizations and national flags and flags of political subdivisions of the United States; provided, there are no more than three flags, any one of which may not exceed twenty (20) square feet on any single lot;
8. Banners. One banner of no more than thirty-two (32) square feet in area for no more than fourteen (14) consecutive days in any year;
9. Permanent signs on vending machines and dispensers such as gasoline pumps;
10. Signs not exceeding two square feet locating utility facilities;
11. One or more political campaign signs which, in aggregate, do not exceed a total of thirty-two (32) square feet in area, set back at least fifteen (15) feet from the curbline, on any privately owned lot, except where a building is located less than fifteen (15) feet from the curbline and, in that event, the setback is the lesser of fifteen (15) feet or the distance between the building and the curbline;
12. Nonbusiness signs (which are not outdoor advertising structures as defined in Section 17.216.020) may be erected for a period not to exceed ninety (90) days in any calendar year by or for the owner or lawful occupant of any lot or structure which signs, in aggregate, do not exceed a total of six square feet in area, nonilluminated. Such signs must be set back at least fifteen (15) feet from the curbline on any lot or affixed to an occupied dwelling, structure or building, except where such dwelling, structure or building is located less than fifteen (15) feet from the curbline and, in that event, the setback is the lesser of fifteen (15) feet or the distance between the dwelling structure or building and the curbline;
13. Temporary (as defined in Section 17.216.020) real estate signs as specified in Section 17.216.050(E), which have a maximum area of eight square feet, nonilluminated;
14. Temporary (as defined in Section 17.216.020) construction signs as specified in Section 17.216.050(G);
15. Name and address signs not exceeding one for each principal business or use on a premises and not exceeding two square feet in area;
16. Temporary (as defined in Section 17.216.020) directional signs as specified in Section 17.216.050(K).

C. The following temporary signs or displays may be permitted upon written approval of the director of the department of building, permitting and inspections:

1. Signs advertising a special civic or cultural event such as a fair or exposition, play, concert or meeting, sponsored by a governmental or charitable organization;
2. Special decorative displays used for holidays, public demonstrations or promotion for nonpartisan civic purposes;
3. Special sales promotion displays, in districts where sales are permitted, including displays incidental to the opening of a new business.

D. Signs which are allowed to be lighted may be lighted; provided, that the light illuminating any sign shall be shaded, shielded or directed so that it shall not adversely affect surrounding properties or the vision of drivers or pedestrians on public or private rights-of-way or parking areas.

E. No business ground sign may be located closer than twenty-five (25) feet from a residentially zoned property, and no wall sign shall be placed on the side or rear of a building adjoining a residential district.

F. Wherever a use for which a business ground sign is permitted has frontage on more than one street, one additional ground sign may be permitted with a total surface area not to exceed one-half that which is permitted for the first ground sign.

G. Setbacks for signs shall be measured from the curbline where existing or proposed, except that wherever a city or state right-of-way fifteen (15) feet or more in width is maintained beyond the curbline, setbacks for all ground signs shall be no less than five feet from the right-of-way line.

H. Heights of signs shall be measured from the ground to the top edge of the rectangle enclosing the sign surface area, except for roof signs. Wherever the ground on which the sign is to be located is below the grade of the roadway for which the sign is designated to be viewed, the height of the sign shall be measured from the grade level of the curbline along such roadway.

I. No ground sign shall be located so as to substantially obstruct the view of a ground sign on adjoining property when viewed from a distance of two hundred (200) feet at any point four feet above the roadway grade of the traffic lane closest to the street property line.

J. No sign may be arranged or located in any district so that it interferes with traffic through glare, through blocking of reasonable sight lines for streets, sidewalks or driveways or through confusion with a traffic control device.

K. A sign advertising a nonconforming business or industrial use located in a residential district shall conform to the sign regulations set forth in Section 17.216.080.

L. In any district, the surface area of one ground sign may be increased by twenty-five (25) percent if the permitted wall sign surface area is reduced by fifty (50) percent.

(Ord. 2014, 2006; Ord. 1976 (part), 2005; Ord. 1886, 2003; Ord. 1612 (part), 1995; prior code § 150-262)

17.216.210 - Nonconforming signs.

A. A legally nonconforming sign, except outdoor advertising structures, shall be any sign which on the effective date of this title was lawfully existing, having been lawfully erected under any prior zoning or other ordinance pertaining to signs and having been lawfully maintained since that time, but which sign does not conform to the regulations for signs established by this chapter.

B. A lawful nonconforming sign, except outdoor advertising structures, may continue, provided that the owner and/or user can provide a notarized statement that the sign was constructed in accordance with state and local regulations in effect at the time of construction. Such statement shall contain:

1. The name and address of the owner of the sign and the owner of the property on which the sign is located;
2. The location of the sign in relation to existing or proposed buildings;

3. The size, height, setback and description of the sign;

4. The date of erection of the sign and the permit number, if applicable.

C. A nonconforming sign, except outdoor advertising structures, which is fifty (50) percent or more damaged or destroyed or becomes substandard under any applicable city code to the extent that the sign becomes a hazard or danger shall terminate and shall be removed within thirty (30) days from the date of notification for removal from the director of the department of building, permitting and inspections.

D. All outdoor advertising structures of whatever value in the central business district are nonconforming as of the date of enactment of this title, May 23, 1983, and by May 23, 1991, shall be removed or conform to the standards set forth in subsection E of this section.

E. All outdoor advertising structures of whatever number, size and value in the city of Salisbury, other than those in the central business district, are nonconforming as of August 13, 1990. By the later of January 1, 1994, or January 1st of the year following the tenth anniversary of the issuance of the last building permit for the outdoor advertising structure issued by the city prior to August 13, 1990, all outdoor advertising structures shall either be removed or conform to the following standards, which shall also apply to all existing outdoor advertising structures which, after August 13, 1990, are either replaced entirely or are reconstructed or repaired such that the cost of such reconstruction or repair exceeds fifty (50) percent of the replacement cost of the entire outdoor advertising structure at the time of such reconstruction or repair, as follows:

1. The number of outdoor advertising structures on a lot and the number of faces on any outdoor advertising structure may not be increased from the number which exists on such lot as of the date of final passage of this chapter.

2. Any outdoor advertising structure shall be set back twenty-five (25) feet from the curbline of all streets.

3. No outdoor advertising structure shall be located closer than one hundred (100) feet to either a city or county residential zoning district.

4. An outdoor advertising structure face shall be limited to one message per face and shall not exceed a total of one hundred (100) square feet in surface area, except for faces which, on August 13, 1990, exceeded three hundred sixty (360) square feet, exclusive of trim, which shall not exceed a total of three hundred (300) square feet in surface area.

5. All faces on any outdoor advertising structure shall be placed back-to-back.

6. Each outdoor advertising structure face shall be framed with trim work which shall be no smaller than six inches and no larger than one foot. The area of the trim shall not be considered in determining the total square footage of surface area.

7. No outdoor advertising structure face shall exceed a vertical dimension of fourteen (14) feet nor a total horizontal dimension of twenty-five (25) feet.

8. No outdoor advertising structure shall exceed twenty-five (25) feet in height.

9. The base of each outdoor advertising structure at ground level shall be surrounded at each of its base supports by a five-foot landscaped area consisting of flowering trees and evergreen shrubs. Each support pole shall be landscaped. The five-foot landscaped area shall be measured from the outside of said support pole entirely around said pole.

10. All outdoor advertising structures and faces shall be kept repaired and properly painted and maintained.

11. Each outdoor advertising structure shall comply with the licensing provisions of Section 17.216.240.

12. Any outdoor advertising structure existing outside the city limits which is annexed into the city limits after August 13, 1990, shall be considered to have existed on August 13, 1990.

13. No existing outdoor advertising structure which exists on August 13, 1990, shall be increased in size or height from the size and height that existed on August 13, 1990.
14. No illegal outdoor advertising structure may continue in existence, and the same shall be removed. This chapter does not make legal any illegal outdoor advertising structure.
15. Any sign, display or device allowed under this chapter may contain, in lieu of any other copy, any otherwise lawful noncommercial message that does not direct attention to a business operated for profit or to a commodity or service for sale and that complies with all other requirements of this chapter.
16. Any variances from the operation of the foregoing standards shall be pursuant to the provisions of Chapter 17.16, Article II, except that in addition to the criteria for approval contained in Chapter 17.16, Article II, the board of zoning appeals may also consider the following:
    a. Whether the strict application of the height and setback limitations will prevent the owner of the outdoor advertising structure from continuing the operation of the outdoor advertising structure;
    b. Whether the obligation of the owner of the outdoor advertising structure under any lease or advertising obligation which existed on April 24, 1989, extends beyond the date upon which the outdoor advertising structure is required to conform to the standards contained in this subsection E of this section;
    c. Whether for practical reasons it will be a hardship or unduly burdensome on the owner of the outdoor advertising structure to comply with the landscaping requirements contained in this subsection.

(Ord. 1976 (part), 2005; prior code § 150-263)

17.216.220 - Termination or change of use.

A. The advertising on the surface area of any sign advertising a business or service no longer located on the premises or a sign directing attention to a business or service no longer in operation shall be removed within thirty (30) days of the termination of such business or service.
B. Any sign advertising a business or service no longer located on the premises or a sign directing attention to a business or service no longer in operation, which is nonconforming in height, setback or surface area, shall conform with these regulations when used to advertise another business or service.

(Prior code § 150-264)

17.216.230 - Unusual signs and displays.

Applications for unusual signs or displays which give rise to questions of interpretation of these regulations may be referred by the director of the department of building, permitting and inspections to the board of zoning appeals for the purpose of interpretation by the board and recommendation for action on the application to the director.

(Ord. 1976 (part), 2005: prior code § 150-265)

17.216.238 - Sign permit fees.

All signs required by this chapter to have a permit shall pay a fee as set from time to time by the city council.

(Ord. 2013, 2006)

17.216.240 - Outdoor advertising structure license.

A. License Required. After December 31, 1990, it is unlawful for any person or entity to own an outdoor advertising structure within the city limits of the city of Salisbury unless the person or entity has a current annual license issued by the city of Salisbury for such outdoor advertising structure and the annual license fee has been paid to the city treasurer. A license is required for each outdoor advertising structure owned by such person or entity.

B. All applications for an outdoor advertising structure license shall be filed with the director of the department of building, permitting and inspections and shall state, under oath, the following:

   1. The name and address of the owner of the outdoor advertising structure and the name and address of the owner of the property on which the outdoor advertising structure is located;

   2. Whether the outdoor advertising structure was constructed in accordance with state and city regulations in effect at the time of construction;

   3. The approximate location of the outdoor advertising structure and the approximate location of buildings on the property where the outdoor advertising structure is located;

   4. The size, height, setback, type and number of faces on each outdoor advertising structure;

   5. The date of the construction of the outdoor advertising structure and the company number, state permit number and city building permit number, if any.

C. Any outdoor advertising structure which has not been licensed by the city of Salisbury or for which the license fee has not been paid by January 1st of each year, commencing January 1st, 1991, shall be removed within sixty (60) days of written notification of such failure sent by the director of the department of building, housing and zoning to the owner of the outdoor advertising structure or to the owner of the land upon which the outdoor advertising structure is located.

D. All outdoor advertising structure licenses shall expire on the last day of December of each year following January 1, 1991. All existing outdoor advertising structures must be licensed and the license fee paid by January 1, 1991.

E. Such license issued for an outdoor advertising structure shall be displayed on the lower right corner of the outdoor advertising structure. Each license shall contain the name of the owner of the outdoor advertising structure and the current address and phone number of the owner of the outdoor advertising structure.

F. The license fee for each outdoor advertising structure for the calendar year 2011 shall be fifty cents ($0.50) per square foot of sign surface area of such structure and hereafter the rate shall be set in the budget adopted annually by the city council of the city of Salisbury.

G. Any owner of an outdoor advertising structure and owner of land upon which an outdoor advertising structure is located which is not licensed as provided in this chapter or who violates any of the terms of this chapter after January 1, 1991, shall be guilty of a municipal infraction and, upon conviction thereof, shall be fined not more than four hundred dollars ($400.00) for each offense. Each day the outdoor advertising structure exists without a license or in violation of this chapter shall be a separate offense.

H. Any owner who violates the provisions of this chapter and is convicted of such violations two times for the same outdoor advertising structure shall have its license revoked and shall immediately remove the unlicensed outdoor advertising structure or the outdoor advertising structure that violates the terms of this chapter. Any owner of an outdoor advertising structure who fails to obtain its owner's license by January 1st of each year will be assessed a penalty of one hundred dollars ($100.00) per day for each day from January 1st until the license is obtained.

(Ord. 1976 (part), 2005; Ord. 1553, 1993; prior code § 150-265.1)

(Ord. No. 2107, 5-24-2010)

17.216.250 - Severability.

In the event that any portion of this chapter is held to be invalid, such invalidity shall not affect the other valid portions of this chapter.

(Prior code § 150-265.2)

APPENDIX F: CONTRIBUTING STATUS WORKSHEET

Salisbury Historic District Commission
Findings of Fact Framework for Contributing/Non-Contributing Determination

At the property known as (address) _____

And we having determined that the property is Contributing or Non-contributing

1) SHDC Guidelines – Page # _____

2) The historic, archaeological, or architectural significance of the site or structure and its relationship to the historic, archaeological, or architectural significance of the surrounding area;

3) The relationship of the exterior architectural features of the structure to the remainder of the structure and to the surrounding area;

4) The general compatibility of exterior design, scale, proportion, arrangement, texture, and materials proposed to be used;

5) Any other factors, including aesthetics, that the commission considers pertinent:

Structure Features	Contributing	Non-contributing	Not Applicable	Notes
Overall proportion of house				
Front Door				
Front door side lights				
porch layout				
porch flooring				
porch railings				
porch colums				
front steps				
bay window				
windows				
Shutters				
dormer windows				
basement windows				
stained glass windows				
storms on windows				
siding				
roof				
rear porch				
trim around windows				
facia				
soffit/eaves				
gutters				
Additions or Modifications				
Other 1				
Other 2				
Other 3				
Other 4				
Other 5				
Other 6				

Salisbury Historic District Commission
Findings of Fact Framework for Making a Motion

At the property known as (address) _____

Motion to: Approve as submitted Reject Approve w/Modifications

1) SHDC Guidelines – Page # _____

2) The historic, archaeological, or architectural significance of the site or structure and its relationship to the historic, archaeological, or architectural significance of the surrounding area;

3) The relationship of the exterior architectural features of the structure to the remainder of the structure and to the surrounding area;

4) The general compatibility of exterior design, scale, proportion, arrangement, texture, and materials proposed to be used;

5) Any other factors, including aesthetics, that the commission considers pertinent: