



**Minutes
October 14, 2021**

The City of Salisbury Historic Preservation Commission met in a regular session at 5:15 p.m. on Thursday, October 14, 2021, at 217 South Main Street in the Council Chamber.

Present: Steve Cobb, Will James, Gene Goetz, Sue McHugh, Marcelo Menza, Jon Planovsky, Andrew Walker, Acey Worthy

Absent: Larry Richardson

Staff Present: Hannah Jacobson, Jenni Pfaff, Emily Vanek

CALL TO ORDER AND INTRODUCTIONS

The meeting was called to order by the Chairperson, Andrew Walker. Members introduced themselves.

PURPOSE AND PROCEDURE

The purpose and procedure of the meeting was presented by Chairperson, Andrew Walker.

**EX PARTE COMMUNICATION/
CONFLICT OF INTEREST OR APPEARANCE OF CONFLICT**

None. Emily Vanek was sworn in.

NEW CERTIFICATES OF APPROPRIATENESS

H-49-2021, 427 West Thomas Street; Dan Mikkelson, Agent/Applicant; Robert Harper, Owner (Parcel ID: 015 042)

Request

Repair rotted wood, install wood shingles or Hardie board siding.

Identification of Property

Emily Vanek made a staff presentation. She displayed the history of Certificates of Appropriateness for the property.

Staff Findings

Staff finds the following elements of the project to be not incongruous with the character of the West Square Local Historic District:

1. The applicant has proposed replacement of the plywood boards on the second story of the house. The applicant has brought forward two alternatives for the Commission's consideration: A) cedar shingles and B) Hardie Board. The first level of the house has stucco.

Alternative A - Cedar Shingles

2. Alternative A proposed by the applicant is the replacement of the plywood boards with cedar shingle siding. This proposal would change the appearance of the building, but is more consistent with the existing materials. The siding would be painted a color to match the rest of the house. According to Standard 3.2.4, new wooden shingles should be stained rather than painted.

Alternative B – Hardie Board

3. Alternative B proposed by the applicant is the replacement of the plywood boards with Hardie Board. The Hardie Board is a half inch thick, solid board that would retain the current appearance of the building, while changing the materiality. The Hardie Board would be painted to match the rest of the house. According to Standard 3.1.10, Hardie Board may be considered if the original material is not feasible, is installed in a traditional manner, and matches the original in width, thickness, profile, texture, grain, and color.

Staff Recommendation

Based on the preceding findings, staff recommends that the Commission approve Alternative A and Alternative B of H-49-2021 at the H.W. Palmer House located at 427 West Thomas Street, within the West Square Local Historic District (Parcel ID: 015 042) subject to the following conditions:

- 1) The applicant shall receive, prior to commencement of the work, all other required permits or permissions from governmental agencies;
- 2) Commission staff shall review and approve any revisions or deviations to any other portion of the as-submitted work that qualifies as a Minor Work, prior to commencement of that portion of the project.

Applicant Testimony

Dan Mikkelson was sworn in.

This house is included in this year's BlockWork program. Mr. Mikkelson is the site manager. He explained that the damage is located where the roof intersects the dormer, and that attention would

be focused in this area. Currently, plywood is installed there, which is not original. Two contractors recommended plywood/Hardie board and one recommended cedar shingles as a replacement. They will be retaining the trim and wood under the shingles. If using Hardie board, they will replace only the damaged wood, which will require the least amount of work.

In reply to questions from the Commission, Mr. Mikkelson said that shingles will only be installed on the dormer in front, under the windows.

Public Comment

None

Deliberation

The Commission learned that the entire upper floor is plywood. In discussing Alternative A – cedar shingles, the members agreed it would change the appearance of the house.

Discussion of Alternative B – Hardie board, centered on the fact that the material would be used to replace only the damaged portion, wouldn't change the appearance, and would be invisible from the street. Mr. Planovsky expressed concern that this option would be a temporary fix, and more would be required in the future. The members agreed that, if chosen, this option would be documented for any future owners.

The Commission had a discussion regarding the appearance of seams and flashing. Mr. Mikkelson reassured them that the existing flashing would be used, if undamaged.

Finding-of-Fact

Sue McHugh made the following MOTION, "I have reviewed the case and all presented testimony and facts and am familiar with the property in question and, therefore, move that the Commission find the following facts concerning HPC case #**H- 49-2021**

1. That Dan Mikkelson, agent for Robert Harper, owner, appeared before the Commission and sought a Certificate of Appropriateness for the property located at 427 West Thomas Street and designated within the West Square Local Historic District.
2. The proposed alternatives for the project is not incongruous as detailed in the application and staff findings numbers 1-3 and incorporated herein. The additional evidence provided suggested that the current material is plywood and not original to the home and was probably added several decades after the home was built, and that it is a non-historic material that is failing. The applicant also said the repair would be painted to match. We note that the repair is only limited to the front façade where the porch meets the dormer.
3. The findings are subject to the 2 conditions recommended by staff. An additional condition is that this repair is considered temporary and does not set a precedent for future work to the home."

Will James seconded the MOTION with all members present VOTING AYE. (8-0)

Roll Call: Steve Cobb (AYE), Will James (AYE), Eugene Goetz (AYE), Jon Planovsky (AYE), Andrew Walker (AYE), Sue McHugh (AYE), Acey Worthy (AYE) and Marcelo Menza (AYE).

Action

Sue McHugh continued, “I, therefore, move based on the testimony presented, the adopted Findings of Fact and the adopted Historic Design Standards that the Commission:

Approve Alternative B presented in H- 49-2021 subject to the conditions detailed in the Findings of Fact.

Will James seconded the MOTION with members present VOTING AYE (7) and NO (1).

Roll Call: Steve Cobb (AYE), Will James (AYE), Eugene Goetz (AYE), Jon Planovsky (NO), Andrew Walker (AYE), Sue McHugh (AYE), Acey Worthy (AYE) and Marcelo Menza (AYE).

H-50-2021, 300 West Thomas Street; Todd Werner, Applicant; KTW Holdings, LLC, Owner; (Parcel ID: 015 161)

Request

Demolish rear portion of building and build rear addition with metal roofing, Hardie board siding, wooden windows, and brick foundation.

Identification of Property

Emily Vanek made a staff presentation. She displayed the history of Certificates of Appropriateness for the property.

Staff Findings

Staff finds the following elements of the project to be not incongruous with the character of the West Square Local Historic District:

1. The applicant has requested approval to demolish the rear portion of the structure. This section is unstable and non-salvageable, according to the applicant. The interior support beams have rotted, the brick wall has large cracks and gaps, and the structure leans to the side. HPC approved demolition for the entire structure, with a 6-month delay, in November 2020.
2. After the rear portion is demolish, the applicant has requested approval to rebuild a 19’ by 31’ basement and main level addition, and a 17’ by 23’ third floor sleeper porch. The third floor would be the same size as the existing rear portion to keep the roof lines as existing. Although the property is a corner lot, the location of the addition is appropriate according to Standard 5.4.1, because it is located on the rear elevation of the building. The addition will not cover any character-defining elements of the structure and is not taller than the original structure, so the design meets Standards 5.4.2 and 5.4.3.

3. The materials for the proposed addition include brick for the foundation, Hardie Board planks for the siding, wooden windows, and standing seam metal roofing. The roof on the third floor would remain intact. The brick in the foundation and wooden windows are appropriate matches for the house, and both meet Standard 5.3.1. Cementitious siding may be reviewed on a case-by-case basis, according to Standard 5.3.2, if the material is used on a limited basis and has the physical properties of the material it is intended to mimic. The standing seam metal roofing was selected by the applicant to match the roofing of the front porch. This design for the roof meets Standard 5.4.8.
4. The applicant has requested approval to re-lay the driveway with concrete. According to Standard 4.2.10, driveway should be kept to their original size. The driveway would extend from the curb cut on West Thomas Street to the curb cut on South Jackson Street, through the existing porte cochere.

Staff Recommendation

Based on the preceding findings, staff recommends that the Commission approve H-50-2021 at the McCanless-Goodman-Yost House located at 300 West Thomas Street, within the West Square Local Historic District (Parcel ID: 015 161) subject to the following conditions:

- 1) The applicant shall receive, prior to commencement of the work, all other required permits or permissions from governmental agencies, including but not limited to a zoning permit from Development Services;
- 2) Commission staff shall review and approve any revisions or deviations to any other portion of the as-submitted work that qualifies as a Minor Work, prior to commencement of that portion of the project.

Applicant Testimony

Todd Werner was sworn in.

Mr. Werner stressed the importance of saving the house. He assured the members that he will follow guidelines and match the aesthetic of other houses in the vicinity, as well as salvage as much material as possible in the demolition. He plans to retain salvaged bricks for use in the lower level of the addition.

In response to questions, the applicant could not offer consistent estimates for dimensions of the addition, and did not have specific measurements or drawings.

Public Comment

None.

Deliberation

The Commission was in agreement that the demolition needs to happen, and the applicant assured them he would follow code during the procedure.

It was also agreed that rehabilitation of the home was a very positive thing, however, they would need additional information in the form of drawings and a materials list before a decision could be made on the addition.

Findings of Fact

Steve Cobb made the following MOTION, “I have reviewed the case and all presented testimony and facts and am familiar with the property in question and, therefore, move that the Commission find the following facts concerning HPC case #**H-50-2021**

- 1) That Todd Werner, owner/applicant, appeared before the Commission and sought a Certificate of Appropriateness for the property located at 300 West Thomas Street and designated within the West Square Local Historic District.
- 2) The proposed project requires more specificity in terms of design and engineering for us to make a decision about the appropriateness of the proposed replacement.
- 3) The findings are subject to Condition 1 recommended by staff and incorporated herein. The Commission approves the demolition of the addition in advance of receiving further engineering drawings and details in order for us to move forward with approval for the replacement.”

Jon Planovsky seconded the MOTION with all members present VOTING AYE. (8-0)

Roll Call: Steve Cobb (AYE), Will James (AYE), Eugene Goetz (AYE), Jon Planovsky (AYE), Andrew Walker (AYE), Sue McHugh (AYE), Acey Worthy (AYE) and Marcelo Menza (AYE).

Action

Steve Cobb continued, “I, therefore, move based on the testimony presented, the adopted Findings of Fact and the adopted Historic District Design Standards that the Commission:

- 1) Approve the demolition of the compromised three story addition at the rear of the structure.
- 2) Table H-50-2021 to a date certain 11/10/2021 to receive engineering drawings and materials specifications.

Jon Planovsky seconded the MOTION with all members present VOTING AYE. (8-0)

Roll Call: Steve Cobb (AYE), Will James (AYE), Eugene Goetz (AYE), Jon Planovsky (AYE), Andrew Walker (AYE), Sue McHugh (AYE), Acey Worthy (AYE) and Marcelo Menza (AYE).

H-51-2021, 513-515 West Monroe Street; Tawana and Dwight Cockerham, Owners/Applicants; (Parcel ID: 009 279)

Request

Demolition

Identification of Property

Emily Vanek made a staff presentation. She displayed the history of Certificates of Appropriateness for the property.

Staff Findings

Staff finds the following elements of the project to be not incongruous with the character of the West Square Local Historic District:

- 1) This structure suffered demolition by a major fire on Monday, July 19. The structure is severely deteriorated, and a demolition delay should be bypassed in order to protect the public's health and safety. The demolition should follow Standard 6.5.2 which states that the demolition should be quick and thorough, and that appropriate landscaping should be introduced to the property if it will remain vacant.

Staff Recommendations

Based on the preceding findings, staff recommends that the Commission approve H-51-2021 at the house located at 513-515 West Monroe Street, within the West Square Local Historic District (Parcel ID: 009 279) subject to the following conditions:

- 1) The applicant shall receive, prior to commencement of the work, all other required permits or permissions from governmental agencies;
- 2) Commission staff shall review and approve any revisions or deviations to any other portion of the as-submitted work that qualifies as a Minor Work, prior to commencement of that portion of the project.

Applicant Testimony

Steve Cobb was recused from the dais. He has spoken to the applicants and plans to provide public comment.

Tawana and Dwight Cockerham were sworn in. Steve Cobb was sworn in.

Mr. Walker expressed his sadness at the loss of the house and asked Mr. and Mrs. Cockerham if they wanted to add any comment. They did not.

Ms. McHugh asked about the item in the Guidelines regarding the HPC working to identify salvageable materials. Mr. Walker said HPC would most likely work with the Historic Salisbury Foundation (HSF) to salvage materials.

Public Comment

Mr. Cobb, as a member of the HSF Board of Directors, reported that HSF has been in contact with the sales agent for the Cockerhams to salvage material from the demolition.

Deliberation

No deliberation was needed.

Findings of Fact

Will James made the following MOTION, “I have reviewed the case and all presented testimony and facts and am familiar with the property in question and, therefore, move that the Commission find the following facts concerning HPC case #**H-51-2021**

- 1) That Tawana and Dwight Cockerham, owners/applicants, appeared before the Commission and sought a Certificate of Appropriateness for the property located at 513-515 West Monroe Street and designated within the West Square Local Historic District.
- 2) The proposed project is not incongruous as detailed in the application and staff findings number 1 and incorporated herein. Additional testimony was provided by Steve Cobb, of the Historic Salisbury Foundation.
- 3) The findings are subject to the 2 conditions recommended by staff and incorporated herein. As an additional condition, the owners are asked to continue contact with the Historic Salisbury Foundation and establish if any salvageable historic items are available in the remaining structure prior to demolition.”

Jon Planovsky seconded the MOTION with all members present VOTING AYE. (7-0)

Roll Call: Will James (AYE), Eugene Goetz (AYE), Jon Planovsky (AYE), Andrew Walker (AYE), Sue McHugh (AYE), Acey Worthy (AYE) and Marcelo Menza (AYE).

Action

Will James continued, “I, therefore, move based on the testimony presented, the adopted Findings of Fact and the adopted Historic Design Standards that the Commission approve forthwith for immediate demolition, H-51-2021 subject to the conditions detailed in the Findings of Fact.”

Sue McHugh seconded the MOTION with all members present VOTING AYE. (7-0)

Roll Call: Will James (AYE), Eugene Goetz (AYE), Jon Planovsky (AYE), Andrew Walker (AYE), Sue McHugh (AYE), Acey Worthy (AYE) and Marcelo Menza (AYE).

Steve Cobb was reinstated to the dais on a motion from Ms. McHugh.

H-52-2021, Lawyer’s Brick Row, 117 West Council Street; Bill Cameron, Applicant; Sherrill Cameron Law Building, LLC, Owner; (Parcel ID: 102 458)

Request

Install window.

Identification of Property

Emily Vanek made a staff presentation.

Staff Findings

Staff finds the following elements of the project to be not incongruous with the character of the Downtown Local Historic District:

- 1) The applicant has requested approval to install a window where there is evidence of a previously existing window. The wall has been bricked in where a door and window were located. The new window would match the other windows on the building in material, color, and method of operation. This window would fill the historic opening, which is appropriate according to Standard 3.3.8.

Staff Recommendation

Based on the preceding findings, staff recommends that the Commission approve H-52-2021 at the Lawyer Brick Row Building located at 117 West Council Street, within the Downtown Local Historic District (Parcel ID: 102 458) subject to the following conditions:

- 1) The applicant shall receive, prior to commencement of the work, all other required permits or permissions from governmental agencies;
- 2) Commission staff shall review and approve any revisions or deviations to any other portion of the as-submitted work that qualifies as a Minor Work, prior to commencement of that portion of the project.

Applicant Testimony

Bill Cameron was sworn in.

In reply to questions from the Commission, Mr. Cameron said the windows would be wood, and painted to match existing windows. There is an existing proposal to construct similar windows to match, and original windows have been found in the basement.

Public Comment

None.

Deliberation

The request is very straightforward and questions were answered during applicant's testimony. The Commission agreed to move to Findings of Fact.

Findings of Fact

Eugene Goetz made a MOTION, "I have reviewed the case and all presented testimony and facts and am familiar with the property in question and, therefore, move that the Commission find the following facts concerning HPC case #H-52-2021

- 1) That Bill Cameron, owner/applicant, appeared before the Commission and sought a Certificate of Appropriateness for the property located at 117 West Council Street, and designated within the Downtown Local Historic District.

- 2) The proposed project is not incongruous as detailed in the application and staff findings number 1 and incorporated herein. Additional testimony was provided by Mr. Cameron, and the fortunate discovery of original windows in the basement.
- 3) The findings are subject to the 2 conditions recommended by staff and incorporated herein.”

Jon Planovsky seconded the MOTION with all members present VOTING AYE. (8-0)

Roll Call: Steve Cobb (AYE), Will James (AYE), Eugene Goetz (AYE), Jon Planovsky (AYE), Andrew Walker (AYE), Sue McHugh (AYE), Acey Worthy (AYE) and Marcelo Menza (AYE).

Action

Eugene Goetz continued, “I, therefore, move based on the testimony presented, the adopted Findings of Fact and the adopted Historic Design Standards that the Commission approve H-52-2021 subject to the conditions detailed in the Findings of Fact.”

Jon Planovsky seconded the MOTION with all members present VOTING AYE. (8-0)

Roll Call: Steve Cobb (AYE), Will James (AYE), Eugene Goetz (AYE), Jon Planovsky (AYE), Andrew Walker (AYE), Sue McHugh (AYE), Acey Worthy (AYE) and Marcelo Menza (AYE).

H-53-2021, 114-116 West Innes Street; Lane Yates, Applicant; Yates Development, LLC, Owner; Jayden Yates, Agent (Parcel ID: 102 474)

Request

Install metal awnings and window planter boxes.

Identification of Property

Emily Vanek made a staff presentation. She displayed the history of Certificates of Appropriateness for the property.

Staff Findings

Staff finds the following elements of the project to be not incongruous with the character of the Downtown Local Historic District:

1. The applicant has requested approval to install metal awnings above the main level entry and windows and above each of the second level windows. Standard 4.7.14 states that metal awnings are typically not appropriate, but can be used if they are compatible with the historic character of the building.
2. Window planter boxes are proposed for under the main level windows. The planter boxes would be constructed of wood and painted to match the building.

Staff Recommendation

Based on the preceding findings, staff recommends that the Commission approve H-53-2021 at the Arcade Building located at 114-116 West Innes Street, within the Downtown Local Historic District (Parcel ID: 102 474) subject to the following conditions:

- 1) The applicant shall receive, prior to commencement of the work, all other required permits or permissions from governmental agencies;
- 2) Commission staff shall review and approve any revisions or deviations to any other portion of the as-submitted work that qualifies as a Minor Work, prior to commencement of that portion of the project.

Applicant Testimony

Jaden Yates was sworn in.

Mr. Yates had no comment. In reply to questions from the Commission, he said that the planter boxes would be self-supporting, extend out from the window and rest on the ground. Regarding the awnings, the applicant has decided to use aluminum instead of the previously approved canvas, since it would not fade in direct sunlight. Brackets are already attached to the brick, however, Mr. Yates could not answer the query from Commissioners on how the awnings would be attached and supported.

Public Comment

None

Deliberation

The Commission discussed the history of using metal awnings in the district. They decided more information was needed before a decision could be made.

Findings of Fact

Sue McHugh made the following MOTION, "I have reviewed the case and all presented testimony and facts and am familiar with the property in question and, therefore, move that the Commission find the following facts concerning HPC case #H-53-2021

- 1) That Jayden Yates, agent for Lane Yates, owner/applicant, appeared before the Commission and sought a Certificate of Appropriateness for the property located at 114-116 West Innes Street and designated within the Downtown Local Historic District.
- 2) The proposed project does not have enough information as currently detailed in the application and staff findings numbers 1-2 and incorporated herein. Additional testimony and evidence provided shows that this building has a history of metal awnings.
- 3) The findings are subject to the additional conditions established by the Commission that information needs to be supplied as to how the awnings are supported and where the brackets will be mounted. More specificity as to the planters needs to be provided."

Jon Planovsky seconded the MOTION with all members present VOTING AYE. (8-0)

Roll Call: Steve Cobb (AYE), Will James (AYE), Eugene Goetz (AYE), Jon Planovsky (AYE), Andrew Walker (AYE), Sue McHugh (AYE), Acey Worthy (AYE) and Marcelo Menza (AYE).

Action

Sue McHugh continued, “I, therefore, move based on the testimony presented, the adopted Findings of Fact and the adopted Historic Design Standards that the Commission table H-53-2021 to a date certain 11/10/2021 to gather the following additional evidence: how the awnings are supported and where the brackets will be mounted, and more detailed schematic regarding the planters.

Jon Planovsky seconded the MOTION with all members present VOTING AYE. (8-0)

Roll Call: Steve Cobb (AYE), Will James (AYE), Eugene Goetz (AYE), Jon Planovsky (AYE), Andrew Walker (AYE), Sue McHugh (AYE), Acey Worthy (AYE) and Marcelo Menza (AYE).

H-54-2021, Smith Huff House, 309 South Shaver Street, David and Susan Queen, Owners/Applicants; (Parcel ID: 019 141)

Request

Install prefabricated storage shed.

Identification of Property

Emily Vanek made a staff presentation.

Staff Findings

Staff finds the following elements of the project to be not incongruous with the character of the Brooklyn-South Square Local Historic District:

- 1) The applicant has requested approval to install a wooden, 28’ by 12’ prefabricated storage shed. The existing 20’ by 8’ shed will be removed and replaced with the new shed. The applicant has stated that they will paint the shed grey to compliment the house. Standard 3.6.6 states that prefabricated sheds are appropriate within the districts, if they are constructed of wood and have a shingle roof. Although the shed has a green, standing seam metal roof, the existing shed also has a metal roof.

Staff Recommendations

Based on the preceding findings, staff recommends that the Commission approve H-54-2021 at the Smith Huff House located at 309 South Shaver Street, within the Brooklyn-South Square Local Historic District (Parcel ID: 019 141) subject to the following conditions:

- 1) The applicant shall receive, prior to commencement of the work, all other required permits or permissions from governmental agencies, including but not limited to a zoning permit from Development Services;

- 2) Commission staff shall review and approve any revisions or deviations to any other portion of the as-submitted work that qualifies as a Minor Work, prior to commencement of that portion of the project.

Applicant Testimony

David Queen was sworn in.

Mr. Queen explained that the existing shed has structural issue and termites, resulting in the need for a replacement.

In reply to a questions, he said that the shed would be placed on bricks instead of a concrete pad to allow for air flow. The new shed will be placed in the back of the yard and the door will open onto grass.

Public Comment

None.

Deliberation

None needed.

Findings of Fact

Sue McHugh made the following MOTION, “I have reviewed the case and all presented testimony and facts and am familiar with the property in question and, therefore, move that the Commission find the following facts concerning HPC case #H-54-2021

- 1) That David Queen, owner/applicant, appeared before the Commission and sought a Certificate of Appropriateness for the property located at 309 South Shaver Street and designated within the Brooklyn-South Square Local Historic District.
- 2) The proposed project is not incongruous as detailed in the application and staff findings number 1 and incorporated herein. No additional evidence or testimony was provided.
- 3) The findings are subject to the 2 conditions recommended by staff and incorporated herein.”

Jon Planovsky seconded the MOTION with all members present VOTING AYE. (8-0)

Roll Call: Steve Cobb (AYE), Will James (AYE), Eugene Goetz (AYE), Jon Planovsky (AYE), Andrew Walker (AYE), Sue McHugh (AYE), Acey Worthy (AYE) and Marcelo Menza (AYE).

Action

Sue McHugh continued, “I, therefore, move based on the testimony presented, the adopted Findings of Fact and the adopted Historic Design Standards that the Commission approve H-54-2021 subject to the conditions detailed in the Findings of Fact.”

Jon Planovsky seconded the MOTION with all members present VOTING AYE. (8-0)

Roll Call: Steve Cobb (AYE), Will James (AYE), Eugene Goetz (AYE), Jon Planovsky (AYE), Andrew Walker (AYE), Sue McHugh (AYE), Acey Worthy (AYE) and Marcelo Menza (AYE).

HISTORIC LANDMARK APPLICATIONS

Applications are open, but there are none currently.

OTHER BUSINESS

Minor Works Report

The Minor Works report was approved.

Approval of Minutes

Minutes for September 9, 2021 were approved.

Historic Preservation Incentive Grants

The grant committee is waiting for two members from the Community Appearance Commission.

Standards Update Staff Report

Ms. Vanek shared the staff report memo and reviewed the subcommittee's findings with the Commission. Members discussed portions of the memo, including questions of contradictions in chapters regarding composite porch and deck flooring; discussion of scenarios of window replacement, more concise wording in the standard, as well as the seven year rule for window replacement; a discussion of styles of stamped concrete, and consideration of age and style of the house when considering the material. The process for approving the Update begins with draft edits, then public comment, a public hearing, and finally approval by City Council.

The memo is attached to the printed copy of the minutes.

Blockwork

The program is still recruiting volunteers, and will be located at the 600 and 700 blocks of South Ellis Street. Tuesday, October 19 will be Lowe's Red Vest Day and Saturday, October 23 will be the full work day. A sign-up form is available on the website: <https://salisburync.gov/Government/Community-Planning-Services/Urban-Design/BlockWork>

Two hour shifts are available from 8:00 am – 6:00 pm. Breakfast, lunch, drinks and snacks will be provided.

Next Meeting

Due to the Veteran's Day holiday, the next meeting will be held on Wednesday, November 10, 2021 at 5:15 pm.

ADJOURNMENT

The meeting adjourned at 8:30 p.m.

Andrew Walker, Chair

Jennifer Pfaff, Secretary