

**HISTORICAL AND ARCHITECTURAL REVIEW BOARD  
MEETING MINUTES  
September 22, 2015**

**Present:** Sam McGinley, Tamara Schuster, Megan Tooker, Pat Long,  
Walt Schneider,

**Absent:** Alan Uhler, Robert Lingenfelter,

**Staff Present:** Don Holderman, Assistant Borough Manager

**Guests:** Nicole & Terry Summers; Lydia Kroeker

---

**Call to Order:**

- S. McGinley called the meeting to order at 8:30 AM.

**Additions/Corrections to the Agenda:**

- None.

**Declaration of Conflict of Interest:**

- None.

**Declaration of Ex Parte Communication:**

- None.

**Approval of Minutes:** W. Schneider made a motion to approve the meeting minutes of September 8, 2015. T. Schuster seconded the motion. The projects did not go to the September 8th Council meeting so the date needs changed to September 21st. A voice vote was unanimous to accept the minutes as corrected.

**Project Review and Public Comments:**

**Project Review #1**

**131/133 South Allegheny Street (Faith Centre)**

**Represented by:** Nicole & Terry Summers representing the Faith Centre

**Description of Proposed Work:** Replace Windows

**HARB Discussion:** They need to replace the facade' windows on the second and third floor of the building. There is rot and they are loose and it is a safety concern. The windows are arched on the outside. The exterior is a brick color. They would replace the windows with wood windows that would be custom built by Sequel Manufacturing. The representative is out of York and does work on a lot of windows in historic districts. There are eight windows that would be replaced because they don't own the whole building. Mr. Schneider suggested contacting the neighbors about replacing their windows because it may result in a better price but they did not feel the neighbor would be willing to replace windows. They would like to move quickly before cold weather comes.

**HARB Recommendation:** T. Schuster made a motion to accept the project at 133 South Allegheny Street of replacing the windows with the Sequel Manufacturing Custom Made Wood Windows that will be

painted Brick Red; the arches will be maintained. W. Schneider seconded the motion. A windows evaluation form will be provided for them to fill out. A copy of the window shop drawing should be provided to the Borough for the file. HARB members approved the motion for recommendation to Borough Council at their meeting of October 5, 2015. A permit is not required for replacing window in-kind, but if there is rotting of the headers a permit would be required.

## **Project Review #2**

### **390 East Linn Street**

**Represented by:** Lydia Kroeker

**Description of Proposed Work:** Replace existing limestone front step with ten (10) concrete steps.

**HARB Discussion:** The front steps are the primary access point to their house. The other access is narrower and steeper. The steps are in bad repair. Most of them are the original steps. They are cracking and chunks are falling off. They would like to replace the steps with wider concrete steps - 6' wide. The current steps are 3' wide. They would like the steps to be centered on the wooden porch steps. They would like to reuse the railing. W. Schneider informed them they would need a permit to do the work.

**HARB Recommendation:** W. Schneider made a motion to approve the project. T. Schuster seconded the motion. It is recommended that the steps be dyed to match the retaining wall.

W. Schneider amended his motion to approve the project with the stipulation that the concrete be dyed to match the retaining wall as closely as possible. W. Schneider stated the normal length of a stair is 11" with a 7" rise. P. Long seconded the motion. HARB members approved the amended motion for recommendation to Borough Council at their meeting of October 5, 2015.

HARB members approved the original motion for recommendation to Borough Council at their meeting of October 5, 2015.

### **Administrative Approval:**

- None

### **Information/Discussion Items:**

- None

### **Old Business:**

- It was recommended that HARB look at previous year projects at the first meeting in January and develop a consistent set of awards. Some suggested awards were an award for a commercial project; a new construction in the Historic District - residential or commercial; best window replacement; best signage; etc.

### **New Business:**

- None.

### **Adjournment:**

- With no further business to come before HARB, W. Schneider made a motion to adjourn the September 22, 2015 meeting. P. Long seconded the motion. The meeting was adjourned at 9:10 a.m.