

**HISTORICAL ARCHITECTURE REVIEW BOARD  
BELLEFONTE BOROUGH  
MEETING MINUTES**

**March 13, 2018 - 8:30 a.m.  
236 West Lamb Street, Bellefonte, PA 16823  
[www.bellefonte.net](http://www.bellefonte.net)**

**CALL TO ORDER:**

The March 13, 2018 regular meeting of the Bellefonte Borough Historical Architecture Review Board (HARB) was called to order by Mr. McGinley at the Bellefonte Borough Municipal Building at 8:30 a. m.

**ROLL CALL:**

**MEMBERS PRESENT:** Sam McGinley  
Maria Day  
Pat Long  
Robert Wagner  
Mack Mahan  
Robert Lingenfelter  
Gay Dunne (non-voting)

**EXCUSED:** Megan Tooker  
Alan Uhler

**STAFF MEMBERS:** Shannon Wright, HARB Administrator

**GUESTS:** Keith Karper  
Aaron Barto

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**ADDITIONS /CORRECTIONS TO THE AGENDA:**

None.

**DECLARATION OF CONFLICT OF INTEREST:**

None.

**DECLARATION OF EX PARTE COMMUNICATION:**

None.

**APPROVAL OF THE MINUTES:**

**Ms. Long moved to approve the Minutes of the February 27, 2018 HARB Meeting;**  
**Mr. Wagner seconded the motion;**  
**Motion carried.**

**PROJECT REVIEW AND PUBLIC COMMENTS:**

**100 W. Allegheny Street**

The architect, Keith Karper, presented the project before HARB and stated that the project is almost ready for bidding. The site plan will be reviewed administratively when it is received. They are ironing out a few minor Code issues. The Elementary school will have a small addition with the added ADA access. The primary entrance at this part of the site being the ground floor, they will be connected at the ground floor and will be able to connect with the first and second floors as well. They are looking to match the brick as best as possible. They presented a mock up. It will be coming from the factor preblended. The brick is a pretty close match. The older brick is weathered so over time the new brick will blend even better. Cast stone will also need to be matched and some accents shown will also be used. The brick patterning will also be matched.

There are a few areas of the building where there are no windows but a relief and that will be matched on the one side. There used to be windows but because of Code, you could not have windows along that wall. The windows that will be replaced will be low profile aluminum. That is the best bet to match what is there already. Color will match, which is painted white. The other components include hollow metal doors, proposed as well, which will be painted steel. There are other doors at the site as well.

Light fixtures will be needed as well. The first-floor level will have a light which would mimic the wall mounted fixtures in place now.

**Mr. Wagner moved to approve the design as presented;**  
**Ms. Long seconded the motion;**

There is parking already at the site with off-street and paved area. There is a site plan forthcoming. It was recently surveyed, per the Mr. Barto. The site will include paving and signage. There are only two windows in the new section. The mullions were measured about an inch and half and he is trying to match them as closely as possible with the size and pattern. There is a one-foot offset on either side and that is what is being matched.

Mr. Wagner inquired about handrails and guardrails. There will be metal handrails down the ramp. There is a chance that the ramp may be eliminated. The main floor level is one-foot floor above the existing ground floor level. The reason is because the paving slopes toward the building, i.e. stormwater management. There is a cutoff wall and a set up steps. If they have to fire rate it will eliminate the windows. They are trying to avoid doing that. There is not a lot of room to slide over because of the elevator shaft. Civil engineers will be consulted regarding the grading. Trench drains will be needed to control runoff water. The railings can be matched to what is already existing on the building. An off-red color was used.

Discussion was held regarding whether the site plan could be administratively approved, or whether the project needed to come back with the site plan. A motion amendment was considered. The plan could be emailed when available. Mr. Karper stated that this would probably be available in the next couple of days.

Motion was amended to review the site plan when available, making it an administrative approval item.

**Ms. Long seconded the amendment;**

Handrails were discussed. There are two going down each side of the steps. It is a painted pipe rail. They are not showing some of the railing on the renderings. Since the area is an elevated area, rails may not be necessary. If there is a ramp, there cannot be windows. If the railing is needed, the project will have to come back to HARB.

Ms. Day also suggested, as an amendment to the motion, that the windows should also be the ones on the architectural elevations, for clarification.

**Motion carried.**

**ADMINISTRATIVE APPROVAL:**

None.

**INFORMATION/DISCUSSION ITEMS:**

**St. John's** - They want to replace the entire set of steps on the side of the building and put in new ones. They all need to meet Code. It was mentioned if it all needed to be replaced or could they just do a portion. Ms. Wright stated that it all needed to be replaced so she does not think there is another option. She recommended that they speak with Code before submitting to HARB. Per code, the railing will be new and not an in-kind replacement.

Ms. Dunne stated that she cannot look at what was presented and understand that it would look good with whatever new materials are brought in. She offered that colors change a great deal and the new block may not fit with the old. It was conveyed to Ms. Wright that they are trying to match as close as possible with what is there now. Mr. McGinley stated that he would like her to let them know that HARB needs to see the materials, color scheme and what the railing is going to look like.

Ms. Long wanted to know how they got to HARB without a site plan, speaking of the Elementary school project. She also mentioned HARB had not seen the project before. Ms. Wright confirmed that this project has come before HARB as an information/discussion before and they have been working with her very closely, i.e. brick pattern, etc. Ms. Wright does not think that enough information is being submitted with applications, however, and she must go back and ask for more information and the she receives push back. Perhaps the application needs to be amended, to include items like a site plan. It may be useful to compile a scope of project list. Mr. Wagner stated that he would like to send residents back to HARB if something is changed at the Code level. Alternatives would also like to be explored. Ms. Long is referring to

the food bank door project. The questions need to be asked and she liked the check list idea. Different ideas were bounced around for application check list items. Ms. Wright will formulate a checklist. The applications and other information are available on line. She will bring some ideas back to HARB members.

### **OLD BUSINESS:**

**Newsletter** –The newsletter in the packet is from last year. Ms. Wright wanted HARB’s recommendation as to what would be most beneficial to include. She asked for thoughts on what should go in the newsletter. She will include information on the Old House Fair. She needs to have the segment written by April 1. Members offered that something should be written to residents that if you are in the historic district and are doing an outside improvement project, it needs to go through HARB. Ms. Wright stated that last summer she happened upon projects that were not received through the HARB process. They told her that it was an in-kind replacement. If all projects come through Ms. Wright, she will know about the project and will not have to approach the residents regarding if they are permitted or not. Ms. Dunne offered that the Borough wishes for people to contact HARB first and provide information to Ms. Wright. Mr. Wagner used the slogan “call before you dig” and made reference “call before you paint” i.e. HARB. Clarifying to the public that they may not HAVE to come through the HARB board is key; it depends on the project.

The Old House Fair will have a HARB panel. She is also on the committee now as well. The fair June 8 and 9, 2018. It has been advertised but not too much. Centre County Historical Society is the hosting website for the Old House Fair. HARB members can attend free of charge compliments of the Borough. Members should let Ms. Wright know if they wish to attend.

The metal roof sales person was discussed briefly. Proactivity relative to discourage this type of contract signing should be addressed, per Ms. Long. This would prevent compromising historical structures and protecting them from the Solar Shield flat metal roofs.

**HARB v. Historical District Tour** – tabled due to weather

**To Do List** – Some items were touched on. Bylaws will need to be updated regarding alternates voting. Code members are not alternates but members of the HARB board. Quorum is always 4, or 3 members and 1 alternate. The Code seat counts as one. (talking amongst members).

Mr. McGinley asked for the topic to be presented at the next meeting.

### **NEW BUSINESS:**

Secretary of the Interior’s standards were discussed. Mr. Mahan offered that when alterations are made, every effort is made possible to make as much of that alteration compatible and consistent with the existing architectural character of the property (9). He mentioned “differentiating from the old work” and this came up at the Freight Building and the Gamble Mill. They indicated that the new work is differentiated from the older work and is going to be totally different. Input was asked for by members of HARB. Mr. McGinley explained that the architects on those projects were both on HARB at one time. He opined that it is case by case and what makes the most sense. Mr. Mahan suggested that the changes should have some character to bring it in to the total complex. An ideal of a glass tower with an elevator does not appeal to him. The guardrails

at the freight station do not appeal to Mr. Wagner and thinks they will be an eye sore. Ms. Wright interjected that there are two schools of thought in historical preservation. She thinks that this argument represents that. There is one that feels that the old and new should be mixed to show differentiation and others think that the original character should be preserved.

Appropriateness was discussed. Mr. Lingenfelter discussed the Gamble Mill and he stated that he is not sure how he feels about it. It is a landmark of the Borough that will have a glass tower next to it. Ms. Wright will send some example of mixing brick and the glass like they wish to do and some educational information on each school of thought. The new owners have talked with PHMC and are interested in doing the historical tax credits, so they are having the conversations they need to have. (discussion among HARB members).

**ADJOURNMENT:**

With no other business to come before HARB,

**Mr. Mahon moved to adjourn;  
Ms. Long seconded the motion;  
Motion carried.**

Meeting adjourned at 9:28 a.m.