

**HISTORICAL ARCHITECTURE REVIEW BOARD  
BELLEFONTE BOROUGH  
MEETING MINUTES  
January 10, 2023 - 8:30 a.m.  
236 West Lamb Street, Bellefonte, PA 16823  
[www.bellefonte.net](http://www.bellefonte.net)**

**CALL TO ORDER:**

The January 10, 2023, regular meeting of the Bellefonte Borough Historical Architecture Review Board (HARB) was called to order at 8:30 a.m. Members met *virtually* via Zoom.

**MEMBERS PRESENT:** Sam McGinley  
Philip Ruth  
Gay Dunne  
Mike Leakey  
Maria Day  
Walt Schneider  
Amy Kelchner

**ABSENT:** Megan Tooker  
Pat Long (*joined at 8:57 a.m.*)

**STAFF MEMBERS:** Gina Thompson, HARB Administrator

**GUESTS:** Randy Brachbill  
Joanne Tosti-Vasey  
Tom Ventura

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**New Business:** Welcome Amy Kelchner to HARB. Amy is an alternate on the Board. Ms. Kelchner offered some details of her background and qualifications.

**Additions / Corrections to the Agenda:** None

**Declaration of Conflict of Interest / Declaration of Ex Parte Communication:** None

**Approval of the HARB meeting minutes:** *Schneider motioned to approve the minutes of the December 13, 2022 meeting. Dunne seconded. There was no discussion. Motion carried.*

**Public Comments:** None

**Project Review**

- **348 E. Curtin Street** - Conversion and restoration of existing duplex to single family home. Exterior approval requested for:

- Street Facing - new wooden windows, cutting brickwork to accommodate increasing size of incorrect 1980s windows to match correct size of originals. Gird pattern 2 over 1.
- Sides and Rear - new vinyl windows, matching color and exterior raised grid pattern of front wooden windows. Increasing size of incorrect 1980s windows to match correct size of originals.
- Color approval - exterior is mismatched brick, which has previously been painted (both bricks and jointing.) Approval requested repaint full exterior of the property in accordance with attached paint schedule.

Please see application materials for more detailed information of these projects:

<https://www.dropbox.com/scl/fo/0qafs01386h5zzw081zgm/h?dl=0&rlkey=cia7nrupp9wbypscj9rrph2ux>

The property owner, Tom Ventura, was present to discuss the project.

*Schneider motioned and Day seconded to approve the window project as presented. No questions, but a Ms. Day made a few comments and suggestions regarding the project details. Motion carried unanimously. The project will go to Borough Council for final approval.*

*Schneider motioned and Leakey seconded to approve the painting project as presented. Several members made comments and suggestions about the type of paint to use.*

**Administrative Approvals:** None

**Old Business**

- Bellefonte Borough 2023 Meeting Dates (in packet)
- Meeting: Virtual or in-person?
  - There was a general discussion regarding holding meetings in person or virtually. The general consensus was that virtual meetings are more convenient for board members and residents, as meeting participants do not have to travel or take off work to attend the meetings. The meetings will stay virtual for the time being.

**Information/Discussion Items**

- Member Walt Schneider discussed a small sinkhole issue in Patton Township. He would like to remind homeowners to be sure to check their insurance policies to be sure that the policies include sinkhole/flood coverage.
- Ms. Thompson shared that the Historic Preservation Awards of Centre County are coming up on January 22, 2023 at 3pm at the Match Factory. The event is free, but does require an RSVP. There are 2 Bellefonte awards being presented to the Gamble Mill and the Bellefonte Art Museum.

**Adjournment:** With no other business to come before HARB, meeting adjourned at 9:00am.

**HISTORICAL ARCHITECTURE REVIEW BOARD  
BELLEFONTE BOROUGH  
MEETING MINUTES  
January 24, 2023 - 8:30 a.m.  
236 West Lamb Street, Bellefonte, PA 16823  
[www.bellefonte.net](http://www.bellefonte.net)**

**CALL TO ORDER:**

The January 24, 2023, regular meeting of the Bellefonte Borough Historical Architecture Review Board (HARB) was called to order at 8:30 a.m. Members met *virtually* via Zoom.

**MEMBERS PRESENT:** Sam McGinley  
Philip Ruth  
Gay Dunne  
Mike Leakey  
Walt Schneider  
Amy Kelchner

**ABSENT:** Megan Tooker  
Pat Long (*joined at 8:57 a.m.*)  
Maria Day

**STAFF MEMBERS:** Gina Thompson, HARB Administrator

**GUESTS:** Jennilyn Schuster  
Alex Hall  
Joanne Tosti-Vasey

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**Additions / Corrections to the Agenda:** None

**Declaration of Conflict of Interest / Declaration of Ex Parte Communication:** None

**Approval of the HARB meeting minutes:** *Ruth motioned to approve the minutes of the January 11, 2023 meeting. Mike Leakey seconded. There was no discussion. Motion carried.*

**Public Comments:** None

**Project Review**

**DBI (Downtown Bellefonte INC) Mural Project**

- Downtown Bellefonte Inc. (DBI) is working with A.H. Public Spaces Consulting, LLC <https://www.ahconsultingllc.com/> on a mural project in the downtown.

- Jennilyn Schuster from DBI, and Alex Hall, the consultant with A.H. Public Spaces were present to discuss the project.
- They are hoping to complete the project this year.
- HARB is asked to review the draft Property Owner Agreement between DBI and the (potential) property owner. Included the DRAFT Property Owner Agreement and an email with notes/comments from the Consultant on the project. DBI will also have
- Rod Beard will review the agreement before it is finalized.
- Edits: No content change, but combine the Maintenance Agreement into one number bullet.

#### **G. Thompson notes form meeting:**

- Because the Borough ordinance specifies maintenance responsibility, the maintenance agreement between DBI and Property Owner should be clear and approved by Zoning.
- There's a 10-year agreement between DBI and Property Owner, at which time DBI can approach to renew agreement. Could add an addendum for removal of mural or it can be added later.
- Daily wear and tear don't constitute maintenance.
- Murals are relatively maintenance free, until time of removal.
- There is an anti-graffiti coat that can be applied to murals, but it is more costly and, in most cases, unnecessary. Data suggests that murals don't get vandalized – they are seen as welcome public art and adds to the character of the community. Create placemaking opportunities.
- Considerations that went into the location choices: Future potential for activation (like outdoor dining, etc.), foot traffic, public accessibility (murals are meant to be touched and photographed), conditions of walls (all locations have already been painted) and amount/condition of windows.
- There will be a Property Owner Agreement with all three locations, but only one will be chosen for the mural location.
- HARB will be asked to review the Creative Brief that is compiled by the mural committee and community stakeholders. This document is used by the Consultant to generate ideas for a mural design for the community.

*Schneider motioned and Gay Dunne seconded to accept the document as presented but with the noted changes. Discussion included several members asking for clarification of terms and agreements of the mural project. It was clarified that the project organizers have extensive experience with painting murals in Historic Districts and they are very familiar with the process. The motion was passed unanimously.*

The motion passed and the project will go before Council at the next meeting February 6<sup>th</sup>, 2023. The mural committee will be updated at their scheduled February 7<sup>th</sup> meeting.

#### **Administrative Approvals**

- 127-129 N. Spring Street – Emergency stone wall demolition
  - It was asked if the stone could be made available for use. One issue mentioned is where the stone could be stored for future use.

**Old Business:** None

**New Business:** None

**Information/Discussion Items**

- 108 S. Ridge Street – A certified letter was sent about the roof replacement at this property that didn't come before HARB. Letter was sent on 1/19/2023.

**Adjournment**

- With no other business to come before HARB, meeting adjourned at 9:08am.

**HISTORICAL ARCHITECTURE REVIEW BOARD  
BELLEFONTE BOROUGH  
MEETING MINUTES  
February 28, 2023 - 8:30 a.m.  
236 West Lamb Street, Bellefonte, PA 16823  
[www.bellefonte.net](http://www.bellefonte.net)**

**CALL TO ORDER:**

The February 28, 2023, regular meeting of the Bellefonte Borough Historical Architecture Review Board (HARB) was called to order at 8:30 a.m. Members met *virtually* via Zoom.

**MEMBERS PRESENT:** Sam McGinley  
Philip Ruth  
Gay Dunne  
Walt Schneider  
Megan Tooker  
Amy Kelchner  
Pat Long

**ABSENT:** Mike Leakey  
Maria Day

**STAFF MEMBERS:** Gina Thompson, HARB Administrator

**GUESTS:** Tom Ventura  
Virginia DiRienzo  
Shawn Ulery  
Jim Boris  
Randy Brachbill  
Joanne Tosti-Vasey

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**Additions / Corrections to the Agenda:** None

**Declaration of Conflict of Interest / Declaration of Ex Parte Communication:** None

**Approval of the HARB meeting minutes:** *Dunne motioned to approve the minutes of the January 24, 2023 meeting. Long seconded. There was no discussion. Motion carried.*

**Public Comment:** None

**Project Review**

**106-108 W. Bishop Street – Full building renovation:**

- *Tom Ventura, property owner, was present to discuss the project.*
  - o Replace existing 2nd & 3rd floor windows with 2/1 wooden replacements.
  - o Restore/rehabilitate existing windows and doors on first floor.
  - o Paint schedule for windows, doors, trim work and cornice.
  - o Application materials, including window worksheets, can be found online:

<https://www.dropbox.com/sh/t6jw4shk2ogz8zc/AAB4CSMkIVKsA9OkSASV69Nia?d=0>

*Schneider motioned and Dunne seconded to approve the project as presented. Discussion included clarifications of the project details. Motion carried.*

**234 Locus Lane (carriage house at 233 N. Allegheny) - Improve the curb appeal of the carriage house:**

- *Virginia DiRienzo, homeowner, was present to discuss the project.*
  - o Replace roof, add soffits & fascia
  - o Replace garage door - metal/paneled/no windows
  - o Replace entry doors
  - o Add entry awnings in standing seam metal roof - copper color to match main house
  - o Repaint block to match house color scheme
  - o Add shutters

*Ruth motioned and Dunne seconded to approve the project as presented. Discussion included clarifications of the project details. Motion carried.*

**233 N. Allegheny – porch rehab project (first presented to HARB in 2019):**

- *Virginia DiRienzo, homeowner, was present to discuss the project.*
  - o Replace front porch posts/railing to match other porches and balconies on the house.
    - o Railing will be appropriate pattern and existing 2 square columns will be replaced by 4 posts and brackets along with 2 half posts affixed to the brick. This will make the front porch consistent with side porch, which is original to the home. Color will not be changed.

*Ruth motioned and Dunne seconded to approve the project as presented. Discussion included clarifications of the project details. Motion carried.*

**Administrative Approvals**

- **201 W. High St.** – Repairing 15 windows on the 3rd floor. Repair sash and window weights and replace glass with insulated glass. All paint colors will be matched to existing color schemes color on the windows.
- **105 E. Curtin** - Remove and restore existing double exterior doors to original wood

finish. Recondition existing hardware. Door handle has mortise lock body that may not be able to be restored to functionality. If so, it will be replaced with a period piece.

- **102 S. Allegheny (Courthouse)** - Install Alpine PD 30 copper snowguards on approximately 15 squares of roof, 12 guards per square. Clean area at snowguard with water flux mixture and solder on new guard. Hose down roof with water daily to remove soldering flux.
- **315 Stoney Batter (Knights of Columbus)** - Replace wooden fence from Knights of Columbus Building around grotto and towards the entrance driveway. Replacement fence will be an exact replacement.
- **219 S. Water Street (Snowy Dreams, LLC)** - Approved for a wooden fence approximately 3 ft tall along the front side of the property and along the wall for a children's area. Wooden fence may be painted to match color scheme or business or kept natural. Vinyl fence would be permitted if temporarily installed and cost of wood is prohibitive.

### **Old Business**

- **127-129 N. Spring Street** – the stone from the wall demolition was saved and is being stored at Musser Lane. Ms. Thompson reported that much of the stone had heavy concrete attached to it, so it's not clear how useful it will be to the Borough.
- **108 S. Ridge Street** - I sent a certified letter about the roof replacement that didn't come before HARB. Letter was sent on 1/19/2023. The deadline to apply was 2/20/23 and I have not heard from the homeowner.
  - It was clarified that Code does enforcement for HARB.
  - Protocol for enforcement was discussed and clarified.
- **217 N. Allegheny Street (Verizon Building)** – An entire roof replacement of the shingle to a EcoStar rubber roof was administratively approved and presented to HARB at the December 13, 2022 meeting. At that meeting, some HARB members weren't in agreement with the administrative approval and asked Ms. Thompson to get more information on why the entire slate roof needed to be replaced, and why it had to be replaced with the EcoStar rubber rather than another slate roof.
  - Jim Boris and Shawn Ulery were present to speak about the project and to explain why they requested that the entire slate roof be replaced with the EcoStar rubber roofing material rather than replacing sections of the roof as needed.
  - They explained that the project was completed in the most economical and historically accurate way possible. It is easier to get funding for full replacement projects (capital money) vs. repair projects (expense money). If they patch the roof rather than replace, they may not get the same funding.



- Ms. Thompson clarified that other historical buildings in the district had been approved for the EcoStar rubber roofing, which is why she offered the administrative approval for this project. A member clarified though that those roofs were not a slate to EcoStar rubber replacement but a shingle to EcoStar rubber (i.e.- Train Station).
- A member offered the perspective that the main issue with approval of this project is that it goes against the Secretary of Interior Standards, and not going against those standards is one of the main responsibilities of this board.
- Mr. Schneider asked if Verizon had a roofer knowledgeable in slate roofs on the roof to look at the damage and potential fixes. They had not. Mr. Schneider opined that would be wise as it's possible the roof could be repaired in the sections that are needed and not an entire replacement.

*Schneider motioned and Long seconded to rescind the administrative approval of this project and deny the project as presented. The motion carried unanimously. The project will go before the Bellefonte Borough Council for further review.*

**New Business:** None

**Information/Discussion Items**

- Ms. Long mentioned that she attended a continuing ed seminar. She said it was a very informative seminar. She also mentioned that many of the HARB's present had final say and approval over projects – their approvals did not get presented to any other government boards for final approval. She will email Ms. Thompson information on the seminar.

**Adjournment:** With no other business to come before HARB, meeting adjourned at 10:03am.

**HISTORICAL ARCHITECTURE REVIEW BOARD  
BELLEFONTE BOROUGH  
MEETING MINUTES  
March 14, 2023 - 8:30 a.m.  
236 West Lamb Street, Bellefonte, PA 16823  
[www.bellefonte.net](http://www.bellefonte.net)**

**CALL TO ORDER:**

The March 14, 2023, regular meeting of the Bellefonte Borough Historical Architecture Review Board (HARB) was called to order at 8:30 a.m. Members met *virtually* via Zoom.

**MEMBERS PRESENT:** Philip Ruth  
Gay Dunne  
Megan Tooker  
Amy Kelchner  
Pat Long  
Mike Leakey

**ABSENT:** Sam McGinley  
Maria Day  
Walt Schneider  
Robert Wagner

**STAFF MEMBERS:** Gina Thompson, HARB Administrator

**GUESTS:** Shawn Ulery  
Jim Boris  
Joanne Tosti-Vasey

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**Additions / Corrections to the Agenda:** None

**Declaration of Conflict of Interest / Declaration of Ex Parte Communication:** None

**Approval of the HARB meeting minutes:** *Long motioned to approve the minutes of the February 28, 2023 meeting. Ruth seconded. There was no discussion. Motion carried.*

**Public Comment:** None

**Project Review**

**217 N. Allegheny Street (Verizon Building)** – Replacement of entire slate roof with real slate, not synthetic. Jim Boris and Shawn Ulery were present to speak about the project.

*Dunne motioned and Tooker seconded to approve the project as presented. Discussion included clarifications of the project details. Motion carried.*

Additional notes provided by Ms. Thompson:

To clarify, the entire roof will be replaced, not just the damaged parts of the roof. The roof will be replaced with slate, not synthetic rubber slate as previously submitted. The roof replacement will cost approximately \$55,000 and was approved by Verizon.

The EPDM roofing on the low roof was previously approved.

**Administrative Approvals: None**

**Old Business:** CLG Grant for Design Guidelines update

**New Business:** None

**Information/Discussion Items:** None

**Adjournment:** With no other business to come before HARB, meeting adjourned at 8:54 am.

**HISTORICAL ARCHITECTURE REVIEW BOARD  
BELLEFONTE BOROUGH  
MEETING MINUTES  
April 11, 2023 - 8:30 a.m.  
236 West Lamb Street, Bellefonte, PA 16823  
[www.bellefonte.net](http://www.bellefonte.net)**

**CALL TO ORDER:**

The April 11, 2023, regular meeting of the Bellefonte Borough Historical Architecture Review Board (HARB) was called to order at 8:30 a.m. Members met *virtually* via Zoom.

**MEMBERS PRESENT:** Sam McGinley  
Philip Ruth  
Amy Kelchner  
Pat Long  
Mike Leakey

**ABSENT:** Maria Day  
Megan Tooker  
Gay Dunne

**STAFF MEMBERS:** Gina Thompson, HARB Administrator

**GUESTS:** William (Bill) Tressler  
Randy Brachbill  
Joanne Tosti-Vasey

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**Additions / Corrections to the Agenda:** None

**Declaration of Conflict of Interest / Declaration of Ex Parte Communication:** None

**Approval of the HARB meeting minutes:** *Schneider motioned to approve the minutes of the March 14, 2023 meeting. Leakey seconded. There was no discussion. Motion carried.*

**Public Comment:** None

**Project Review**

**107 E. Linn Street – Roof Replacement**

- Replace current roof with a standing seam painted metal roof on main house with copper gutters and downspouts, including snow rail.
- No work will be done to the house addition at this time.
- William Tressler, property owner, was present to discuss the project.
- Contractor: MIDTECH Standing Seam LLC.

*Schneider motioned and Ruth seconded to approve the project as presented. Discussion included clarifications of the project details. Motion carried unanimously.*

Additional notes provided by Ms. Thompson:

Gutters will be half round. In the meeting Mr. Tressler misspoke about the color of the metal roof. The color choice for the roof will be Burnished Slate, as indicated on the application. The roof will be heavy gauge. Mr. Tressler gave a brief history of the property and the repairs done and still needed.

**148 Saint Paul Street – Wood fence**

- Fence will be between 5-6 feet in height and approximately 95 feet in length, with flat or dog-eared pickets. Intend to match existing fences on nearby properties.
- Ann Whittman, home owner, was not able to be present to discuss the project because of a time conflict with her job.

*Schneider motioned and Leakey seconded to approve the project as presented. Discussion included clarifications of the project details. Motion carried unanimously.*

**301 N. Spring Street – Ground mounted sign for tenants of Armory building.**

- Details: Size: 5' x 8'; 2-sided Color(s): Black and White; Material: Metal; Maker & Contact Info: Bob Bowersox, Victorian Signs.
- Placement on building: Front yard of Spring Street side of building, near sidewalk. (See mock up for location)

*Schneider motioned and Long seconded to approve the project as presented. Discussion included clarifications of the project details. Motion carried unanimously.*

Additional notes provided by Ms. Thompson:

Ms. Kelchner brought up the suggestion of using branding colors. This was not what was presented and therefore HARB only approved what was presented.

**301 N. Spring Street – exterior ADA ramps – Spring Street and Lamb Street**

- The Spring Street back door ramp is hardly visible from the road. A photo of the ramp was provided.
- Mike Leakey, architect for project, was present to discuss the details. Leakey presented a rendering of the Lamb Street ramp, which shows an extension of the sidewalk to accommodate ADA accessibility.

*Schneider motioned and Long seconded to approve the project as presented. Discussion included clarifications of the project details.*

*The motion was amended by Schneider to recommend to the Borough that the railing be either powder coated black, or that a black iron railing be installed. Motion to amend was seconded by Long. Mike Leakey abstained from the vote. Amended motion carried unanimously.*

**Administrative Approvals**

- **134 W. Curtin** – Replacement of shingles with Owens Corning True Definition Duration Lifetime shingle. Color: Slatestone Gray
- **204 W. Linn** – Repair of existing retaining wall. Wall will be repaired to original position and condition. Stones in the wall will be removed and then reused in the existing wall.
- **311 S. Spring** – Shingle roof replacement. Timberline HDZ shingles (50-year warranty). Color will be Fox Hollow Gray to closely match the existing roof.
- **236 W. Lamb** – exterior paint; doors and trim to be painted black.

**Old Business:** NONE

**New Business:** NONE

**Information/Discussion Items:** NONE

**Adjournment:** With no other business to come before HARB, meeting adjourned at 9:04am.

**HISTORICAL ARCHITECTURE REVIEW BOARD  
BELLEFONTE BOROUGH  
(DRAFT) MEETING MINUTES  
May 23, 2023 - 8:30 a.m.  
236 West Lamb Street, Bellefonte, PA 16823  
[www.bellefonte.net](http://www.bellefonte.net)**

**CALL TO ORDER:**

The May 23, 2023, regular meeting of the Bellefonte Borough Historical Architecture Review Board (HARB) was called to order at 8:30 a.m. Members met *virtually* via Zoom.

**MEMBERS PRESENT:** Sam McGinley  
Philip Ruth  
Amy Kelchner  
Pat Long  
Maria Day  
Gay Dunne

**ABSENT:** Walt Schneider (Joined at 50 min into the meeting)  
Megan Tooker  
Mike Leakey

**STAFF MEMBERS:** Gina Thompson, HARB Administrator

**GUESTS:** Dave Provan  
Katherine Thatcher  
Chris Taylor  
Heather Cowher  
Chris Morelli  
Randy Brachbill  
Joanne Tosti-Vasey

**Additions / Corrections to the Agenda:**

- 421 E. Curtain Street – Porch Remodel on the residence

**Declaration of Conflict of Interest / Declaration of Ex Parte Communication:** None

**Approval of the HARB meeting minutes:** *Pat Long motioned to approve the minutes of the May 9<sup>th</sup>, 2023 meeting. Maria Day seconded. There was no discussion. Motion carried.*

**Public Comment:** None

**Project Review**

**421 E. Curtain Street** – Partial porch demolition and remodel. Craftsman style that was recommended by HARB in 2013 review of carport project. Porch will have stone veneer columns, tapered square columns above stone, flagstone – concrete porch deck, concrete steps. Roof will not be disturbed.

- Dave Provan, home owner, was present to discuss and present the project.
- The porch roof is a terne plate. Terne plate is a form of tinplate: a thin steel sheet coated with an alloy of lead and tin.
- Any columns that will be used will match the existing columns. Concrete block with stone veneer.
- HARB did approve phase 1 of this project in 2013.

*Kelchner motioned and Dunne seconded to approve the project as presented. Discussion included clarifications of the project details. Roll Call vote. The motion carried unanimously. This project will be presented to Borough Council for final approval.*

**114 North Allegheny Street – (RE-REVIEW)**

- Albert Drokba, project architect, wasn't able to attend the meeting.
  - 112 – Install new black metal lattice balcony dividers

*Schneider motioned and Day seconded to approve the black metal lattice balcony dividers (112) as presented. Discussion included clarifications of the project details. The motion to approve the dividers carried unanimously.*

- 106 – New black canvas installed on existing awning frame
- 108 – Paint existing walls and replace entry door
- 114 – Replace existing awning with similar and clean the existing metal.

*Schneider motioned and Kelchner seconded to approve the 3 above listed projects (106, 108, 114) as presented. Discussion included clarifications of the project details.*

**438 E Curtin Street – (RE-REVIEW) Replace current roof with a black metal shake roof.**

- Chris and Kate Taylor, homeowners, were present to discuss the project.
- Color: charcoal. Manufacturer: TEK; Stone coated steel roofing system.
- It is important to note that the roof on the property is actively leaking.
- Additional information:
  - Actual Length = 52.5"
  - Actual width = 14"
  - Coverage length = 50"
  - Coverage width = 12.5"
  - Panels per square = 22.5

*Schneider motioned and Dunne seconded to approve the project as presented, but with the note that this type of roof is not a precedent and that the board is not*



*making a blanket approval of this type of roof for any other historic structure going forward by this motion.*

*Discussion included clarifications of the project details, including shading created by the reveal and profile dimensions. It was mentioned that this house has been historically altered and would make a good candidate for a roof of this nature. Roll call vote. The motion carried with one nay, Maria Day. This project will be presented to Borough Council for final approval.*

**375 E. Curtin – Replace rotting 22-year-old, painted cedar picket fence (HARB approved in 2001).**

- Replace with 4' black powder coated aluminum fence.
- Betty Fenity, homeowner, could not attend the meeting due to work conflict.

*Schneider motioned and Dunne seconded to approve the project as presented. Discussion included clarifications of the project details. Roll Call vote. The motion carried unanimously. This project will be presented to Borough Council for final approval.*

**120 Dunlop Street – business sign(s) – My Fancy Rubbish**

- Heather Cowher, business owner, was present to discuss the project.

*Day motioned and Ruth seconded to approve the project as presented. Discussion included clarifications of the project details. The motion to approve the project carried unanimously.*

**Administrative Approvals**

- **144 S. Allegheny Street – exterior wash of brick and windows.**

**Old Business:** NONE

**New Business:** NONE

**Information/Discussion Items:**

Ms. Thompson is working on getting the RFP out for the design guidelines re-do for the grant from PHMC, (the CLG Grant). The grant only awarded \$15,000 as opposed to the \$25,000 that was requested, but staff feels this amount is still entirely sufficient for the project.

Ms. Thompson will be on vacation from June 14 through the second week of July. She will be available remotely for emergency projects and to answer emails and phone calls. She is requesting HARB consider cancelling the June 27<sup>th</sup> and July 11<sup>th</sup> meetings. Ms. Thompson will publicize that those 2 meetings are cancelled.

**Adjournment:** With no other business to come before HARB, meeting adjourned at 9:45am.

**HISTORICAL ARCHITECTURE REVIEW BOARD  
BELLEFONTE BOROUGH  
(DRAFT) MEETING MINUTES  
June 12, 2023 - 8:30 a.m.  
236 West Lamb Street, Bellefonte, PA 16823  
[www.bellefonte.net](http://www.bellefonte.net)**

**CALL TO ORDER:**

The June 12, 2023, regular meeting of the Bellefonte Borough Historical Architecture Review Board (HARB) was called to order at 8:30 a.m. Members met *virtually* via Zoom.

**MEMBERS PRESENT:** Sam McGinley, Chair  
Walt Schneider  
Amy Kelchner  
Pat Long  
Gay Dunne  
Megan Tooker  
Philip Ruth

**ABSENT:** Maria Day  
Mike Leakey

**STAFF MEMBERS:** Gina Thompson, HARB Administrator

**GUESTS:** Joanne Tosti-Vasey  
Phil Breidenbaugh  
David McGoron

**Additions / Corrections to the Agenda:** None

**Declaration of Conflict of Interest / Declaration of Ex Parte Communication:** None

**Approval of the HARB meeting minutes:** *Schneider motioned to approve the minutes of the May 23<sup>th</sup>, 2023 meeting. Long seconded. There was no discussion. Motion carried.*

**Public Comment:** None

**Project Review**

**140 W. High Street / 110 S. Spring Street – Install low retaining wall along property line at back of parking lot**

- (adjacent to WCTU Hall), wall will be replaced by a 6-foot-high picket fence approximately 3 feet behind the wall. Space between the wall will be landscaped and three 2-foot-wide lattice panels will be affixed to the fence with roses planted

in front of the lattice to break up the solid look of the fence. This project is necessary to stop the flow of foot traffic and vehicle trespass resulting from the apartment in the neighboring building.

*Schneider motioned and Long seconded to approve the project as presented, with the specification that the fence should be stained white. Discussion included clarifications of the project details. Roll Call vote. The motion carried unanimously. This project will be presented to Borough Council for final approval.*

**214 N. Allegheny Street - Paint a mural landscape on the exterior wall of the library, facing north.**

- Phil Bartlebaugh, was present to discuss the project.
- This is intended to provide an aesthetic view from guest rooms of the Bellefonte Bed & Breakfast.
- This is partially visible from the sidewalk along Allegheny Street.
- Approximate size is app 6ft x 15ft.
- Currently it is a mixed texture, multi white/off.

*Schneider motioned and Long seconded to approve the project as presented. Discussion included clarifications of the project details.*

*Schneider motioned to amend the previous motion to give authority to Ms. Thompson to administratively approve the means, methods and design. Ruth seconded. Roll Call vote. The motion carried unanimously. This project will be presented to Borough Council for final approval.*

**420 E. Linn Street – Replace current wood siding with James Hardie Board Siding.**

- The owner was not present to discuss the project.
- Will be using same width as present wood siding (7”).
- Propose use “Select Cedarmill” (natural cedar lock texture) and Dried Eucalyptus color.
- All white wood on house (soffit, fascia, etc.) will be white Azek.

*Schneider motioned and Long seconded to approve the project as presented. Discussion included clarifications of the project details. Roll Call vote. The motion carried unanimously. This project will be presented to Borough Council for final approval.*

**Administrative Approvals**

- **325 E. Curtin Street** – Build a 2-foot-high stone retaining/landscaping wall at rear of property. Wall will be 5 feet away from Ardell Lane and run along the width of the property. Wall is behind any existing utility poles on Ardell Lane. There will be a mulch bed and five shrubs as a border at the top of the retaining wall, and gravel at the base up to Ardell Lane. Colors to be used are Dakota Blend, Harvest Blend, and Pewter Blend

- **111-113 E. High Street** – Paint rear window and door trim that is currently unpainted and aging. Includes 8 window casing, soffits, and back door frame. Process: surfaces will be cleaned, repaired and spot primmed, painted with 2 coats of Superpaint. Use same color as trim on front of building: Sherwin Williams Classical White (SW-2829).
- **128 W. Howard (Trinity UMC)** – Complete shingle roof replacement with same color (or match as close to) current shingles. True Definition by Owens Corning. Color Onyx Black. \*\*\* If product information changes, please notify Gina Thompson, HARB Administrator, of the change.
- **245 W. Linn Street Rear** – Replace current shingles with Owens Corning TruDefinition Duration shingles, color: Brownwood. Also replace two skylights and make repairs to the roof as necessary.
- **166 E. Linn Street** – Replace shingles on 100% of roof. Current shingles are no longer effective and several areas are leaking into the attic during rain. Replacement shingles: GAF Timberline HDZ, color: Weathered Wood.

**Old Business:** NONE

**New Business:** NONE

**Information/Discussion Items:**

Ms. Thompson thanked board members and applicants for their flexibility in changing the meeting date.

Ms. Thompson will be on vacation from June 14 thru the second week of July. She will be available remotely for emergencies. She is requesting HARB consider cancelling the June 27<sup>th</sup> and July 11<sup>th</sup> meetings. Ms. Thompson will publicize that those 2 meetings are cancelled.

**Adjournment:** With no other business to come before HARB, meeting adjourned at 9:00am.

**HISTORICAL ARCHITECTURE REVIEW BOARD  
BELLEFONTE BOROUGH  
MEETING MINUTES  
May 9, 2023 - 8:30 a.m.  
236 West Lamb Street, Bellefonte, PA 16823  
[www.bellefonte.net](http://www.bellefonte.net)**

**CALL TO ORDER:**

The May 9, 2023, regular meeting of the Bellefonte Borough Historical Architecture Review Board (HARB) was called to order at 8:30 a.m. Members met *virtually* via Zoom.

**MEMBERS PRESENT:** Sam McGinley  
Philip Ruth  
Amy Kelchner  
Mike Leakey  
Maria Day  
Gay Dunne  
Walt Schneider

**ABSENT:** Pat Long  
Megan Tooker

**STAFF MEMBERS:** Gina Thompson, HARB Administrator

**GUESTS:** Albert Drobka  
Joy Vincent-Killian  
Richard Killian  
Jogender Singh  
Marin Granteed  
Ed (from Hazel)  
Chris & Kate Taylor  
Joanne Tosti-Vasey  
Randy Brachbill  
Chris Morelli

**Additions / Corrections to the Agenda:** None

**Declaration of Conflict of Interest / Declaration of Ex Parte Communication:** None

**Approval of the HARB meeting minutes:** *Ruth motioned to approve the minutes of the April 11, 2023 meeting. Kelchner seconded. There was no discussion. Motion carried.*

**Public Comment:** None

## **Project Review**

### **113 E High Street – Demolition of rear Garage**

Joy Vincent-Killian, property owner, was present to discuss the project.

- The building has been deemed a health and safety issue due to the structure being unstable.
- It was asked if the bricks can be saved to be used in another structure.
- Christopher Kunes is the contractor, who also worked on the demolition of the garage adjacent.

*Schneider motioned and Dunne seconded to approve the project as presented. Discussion included clarifications of the project details. This motion was rescinded.*

*Schneider made a motion to approve the demolition of the structure on the grounds of structural safety, with 2 conditions: condition 1 – the bricks be saved, condition 2 – the applicant within 90 days comes back to HARB with a proposed structure to create a streetscape off East Pike that would be reminiscent of something that would be period-esque, to replace the structure. Dunne seconded the motion. Roll call vote. Motion carried unanimously. The project will go to Borough Council for approval.*

### **114 North Allegheny Street – Replace door to the interior stairwell, paint existing exterior wood siding, and install stone tile floor at entry. Replace balcony partitions with black aluminum metal fence panel, installed vertically.**

- Albert Drokba, project architect, was present to discuss the project.

*Schneider motioned and Leakey seconded to approve the doorway as presented. Discussion included clarifications of the project details. Motion carried unanimously.*

*Schneider motioned and Ruth seconded to approve the balcony partitions as presented. Discussion included clarifications of the project details, and comments that this is a security and privacy issue.*

*Schneider motioned to table this project. Dunne seconded. Motion to table for 2 weeks carried unanimously.*

### **141 South Allegheny Street – Install HVAC system with exterior unit.**

- Marin Granteed, Director of Verizon Nation, and a representative from Hazel were both present to discuss the project.
- Exterior unit would be installed on the building side that faces Bishop Street.

*Schneider motioned seconded to approve the project as presented, with the addition of a black iron screen. Discussion included clarifications of the project details.*

*Schneider amended his motion to have the applicant work with HARB on the precise placement of the exterior unit and lines. Day seconded. Roll call vote. Motion carried unanimously.*

**438 E Curtin Street – Replace current roof with a black metal shake roof.**

- Color - Charcoal; Manufacturer: TEK; Stone coated steel roofing system
- Chris and Kate Taylor, homeowners, were present to discuss the project.
- There were questions about materials and the weight of the new roof. It was clarified that the proposed roofing material is more lightweight than traditional roofing materials.
- The roof was last replaced in 1998.

*Schneider motioned and Kelchner seconded to approve the project as presented. Discussion included clarifications of the project details.*

*Schneider motioned to table pending additional information. Day seconded. Motion to table carried. Applicant will return with information on dimensions on reveal and profile.*

**114 North Allegheny Street (Mini Mart) – Business Sign**

- Jogender Singh, business owner, was present to discuss the project.

*Schneider motioned and Ruth seconded to approve the project as presented. Discussion included clarifications of the project details. Roll call vote. Motion carried unanimously.*

**Administrative Approvals**

- **129 E. Linn** – Exterior paint of house
  - Rockwood Blue Green, SW 2811, Rockwood Sash Green, Rockwood Shutter Green, Pure white (see application for specific color schedule)
- **163 E. Linn** – roof and porch repair
  - 1) Remove existing rolled salvage edge, tin and rubber roof materials on porch and pay window and replace with new plywood deck and flexion 50 mil single pL7 membrane to stop water damage to ceiling beams, columns, rails and floor on porch and living room ceiling.
  - 2) Repair porch ceiling, columns, beams railings and flooring with materials and colors to match existing. Repair ceiling in living room.
- **S. Spring Street** – Shingle roof replacement.
  - The black EPDM rubber roof is being replaced with a white TPO rubber roof, and the roof edge and existing terra cotta will not be disturbed.
- **102 S. Allegheny Street (County Courthouse)** – pressure wash to clean the existing roof membrane.
  - Apply a water-based primer to the existing EPDM membrane.

- Install AlphaGuard Bio base coat with a polyester reinforcing fabric.
- Install AlphaGuard top coat as the final coating.

**Old Business:** NONE

**New Business:** NONE

**Information/Discussion Items:** NONE

**Adjournment:** With no other business to come before HARB, meeting adjourned at 10:08am.



**HISTORICAL ARCHITECTURE REVIEW BOARD  
BELLEFONTE BOROUGH  
(DRAFT) MEETING MINUTES  
May 23, 2023 - 8:30 a.m.  
236 West Lamb Street, Bellefonte, PA 16823  
[www.bellefonte.net](http://www.bellefonte.net)**

**CALL TO ORDER:**

The May 23, 2023, regular meeting of the Bellefonte Borough Historical Architecture Review Board (HARB) was called to order at 8:30 a.m. Members met *virtually* via Zoom.

**MEMBERS PRESENT:** Sam McGinley  
Philip Ruth  
Amy Kelchner  
Pat Long  
Maria Day  
Gay Dunne

**ABSENT:** Walt Schneider (Joined at 50 min into the meeting)  
Megan Tooker  
Mike Leakey

**STAFF MEMBERS:** Gina Thompson, HARB Administrator

**GUESTS:** Dave Provan  
Katherine Thatcher  
Chris Taylor  
Heather Cowher  
Chris Morelli  
Randy Brachbill  
Joanne Tosti-Vasey

**Additions / Corrections to the Agenda:**

- 421 E. Curtain Street – Porch Remodel on the residence

**Declaration of Conflict of Interest / Declaration of Ex Parte Communication:** None

**Approval of the HARB meeting minutes:** *Pat Long motioned to approve the minutes of the May 9<sup>th</sup>, 2023 meeting. Maria Day seconded. There was no discussion. Motion carried.*

**Public Comment:** None

**Project Review**

**421 E. Curtain Street** – Partial porch demolition and remodel. Craftsman style that was recommended by HARB in 2013 review of carport project. Porch will have stone veneer columns, tapered square columns above stone, flagstone – concrete porch deck, concrete steps. Roof will not be disturbed.

- Dave Provan, home owner, was present to discuss and present the project.
- The porch roof is a terne plate. Terne plate is a form of tinplate: a thin steel sheet coated with an alloy of lead and tin.
- Any columns that will be used will match the existing columns. Concrete block with stone veneer.
- HARB did approve phase 1 of this project in 2013.

*Kelchner motioned and Dunne seconded to approve the project as presented. Discussion included clarifications of the project details. Roll Call vote. The motion carried unanimously. This project will be presented to Borough Council for final approval.*

**114 North Allegheny Street – (RE-REVIEW)**

- Albert Drokba, project architect, wasn't able to attend the meeting.
  - 112 – Install new black metal lattice balcony dividers

*Schneider motioned and Day seconded to approve the black metal lattice balcony dividers (112) as presented. Discussion included clarifications of the project details. The motion to approve the dividers carried unanimously.*

- 106 – New black canvas installed on existing awning frame
- 108 – Paint existing walls and replace entry door
- 114 – Replace existing awning with similar and clean the existing metal.

*Schneider motioned and Kelchner seconded to approve the 3 above listed projects (106, 108, 114) as presented. Discussion included clarifications of the project details.*

**438 E Curtin Street – (RE-REVIEW) Replace current roof with a black metal shake roof.**

- Chris and Kate Taylor, homeowners, were present to discuss the project.
- Color: charcoal. Manufacturer: TEK; Stone coated steel roofing system.
- It is important to note that the roof on the property is actively leaking.
- Additional information:
  - Actual Length = 52.5"
  - Actual width = 14"
  - Coverage length = 50"
  - Coverage width = 12.5"
  - Panels per square = 22.5

*Schneider motioned and Dunne seconded to approve the project as presented, but with the note that this type of roof is not a precedent and that the board is not*

*making a blanket approval of this type of roof for any other historic structure going forward by this motion.*

*Discussion included clarifications of the project details, including shading created by the reveal and profile dimensions. It was mentioned that this house has been historically altered and would make a good candidate for a roof of this nature. Roll call vote. The motion carried with one nay, Maria Day. This project will be presented to Borough Council for final approval.*

**375 E. Curtin – Replace rotting 22-year-old, painted cedar picket fence (HARB approved in 2001).**

- Replace with 4' black powder coated aluminum fence.
- Betty Fenity, homeowner, could not attend the meeting due to work conflict.

*Schneider motioned and Dunne seconded to approve the project as presented. Discussion included clarifications of the project details. Roll Call vote. The motion carried unanimously. This project will be presented to Borough Council for final approval.*

**120 Dunlop Street – business sign(s) – My Fancy Rubbish**

- Heather Cowher, business owner, was present to discuss the project.

*Day motioned and Ruth seconded to approve the project as presented. Discussion included clarifications of the project details. The motion to approve the project carried unanimously.*

**Administrative Approvals**

- **144 S. Allegheny Street – exterior wash of brick and windows.**

**Old Business:** NONE

**New Business:** NONE

**Information/Discussion Items:**

Ms. Thompson is working on getting the RFP out for the design guidelines re-do for the grant from PHMC, (the CLG Grant). The grant only awarded \$15,000 as opposed to the \$25,000 that was requested, but staff feels this amount is still entirely sufficient for the project.

Ms. Thompson will be on vacation from June 14 through the second week of July. She will be available remotely for emergency projects and to answer emails and phone calls. She is requesting HARB consider cancelling the June 27<sup>th</sup> and July 11<sup>th</sup> meetings. Ms. Thompson will publicize that those 2 meetings are cancelled.

**Adjournment:** With no other business to come before HARB, meeting adjourned at 9:45am.

**HISTORICAL ARCHITECTURE REVIEW BOARD  
BELLEFONTE BOROUGH  
(DRAFT) MEETING MINUTES  
June 12, 2023 - 8:30 a.m.  
236 West Lamb Street, Bellefonte, PA 16823  
[www.bellefonte.net](http://www.bellefonte.net)**

**CALL TO ORDER:**

The June 12, 2023, regular meeting of the Bellefonte Borough Historical Architecture Review Board (HARB) was called to order at 8:30 a.m. Members met *virtually* via Zoom.

**MEMBERS PRESENT:** Sam McGinley, Chair  
Walt Schneider  
Amy Kelchner  
Pat Long  
Gay Dunne  
Megan Tooker  
Philip Ruth

**ABSENT:** Maria Day  
Mike Leakey

**STAFF MEMBERS:** Gina Thompson, HARB Administrator

**GUESTS:** Joanne Tosti-Vasey  
Phil Breidenbaugh  
David McGoron

**Additions / Corrections to the Agenda:** None

**Declaration of Conflict of Interest / Declaration of Ex Parte Communication:** None

**Approval of the HARB meeting minutes:** *Schneider motioned to approve the minutes of the May 23<sup>th</sup>, 2023 meeting. Long seconded. There was no discussion. Motion carried.*

**Public Comment:** None

**Project Review**

**140 W. High Street / 110 S. Spring Street – Install low retaining wall along property line at back of parking lot**

- (adjacent to WCTU Hall), wall will be replaced by a 6-foot-high picket fence approximately 3 feet behind the wall. Space between the wall will be landscaped and three 2-foot-wide lattice panels will be affixed to the fence with roses planted

in front of the lattice to break up the solid look of the fence. This project is necessary to stop the flow of foot traffic and vehicle trespass resulting from the apartment in the neighboring building.

*Schneider motioned and Long seconded to approve the project as presented, with the specification that the fence should be stained white. Discussion included clarifications of the project details. Roll Call vote. The motion carried unanimously. This project will be presented to Borough Council for final approval.*

**214 N. Allegheny Street - Paint a mural landscape on the exterior wall of the library, facing north.**

- Phil Bartlebaugh, was present to discuss the project.
- This is intended to provide an aesthetic view from guest rooms of the Bellefonte Bed & Breakfast.
- This is partially visible from the sidewalk along Allegheny Street.
- Approximate size is app 6ft x 15ft.
- Currently it is a mixed texture, multi white/off.

*Schneider motioned and Long seconded to approve the project as presented. Discussion included clarifications of the project details.*

*Schneider motioned to amend the previous motion to give authority to Ms. Thompson to administratively approve the means, methods and design. Ruth seconded. Roll Call vote. The motion carried unanimously. This project will be presented to Borough Council for final approval.*

**420 E. Linn Street – Replace current wood siding with James Hardie Board Siding.**

- The owner was not present to discuss the project.
- Will be using same width as present wood siding (7”).
- Propose use “Select Cedarmill” (natural cedar lock texture) and Dried Eucalyptus color.
- All white wood on house (soffit, fascia, etc.) will be white Azek.

*Schneider motioned and Long seconded to approve the project as presented. Discussion included clarifications of the project details. Roll Call vote. The motion carried unanimously. This project will be presented to Borough Council for final approval.*

**Administrative Approvals**

- **325 E. Curtin Street** – Build a 2-foot-high stone retaining/landscaping wall at rear of property. Wall will be 5 feet away from Ardell Lane and run along the width of the property. Wall is behind any existing utility poles on Ardell Lane. There will be a mulch bed and five shrubs as a border at the top of the retaining wall, and gravel at the base up to Ardell Lane. Colors to be used are Dakota Blend, Harvest Blend, and Pewter Blend

- **111-113 E. High Street** – Paint rear window and door trim that is currently unpainted and aging. Includes 8 window casing, soffits, and back door frame. Process: surfaces will be cleaned, repaired and spot primmed, painted with 2 coats of Superpaint. Use same color as trim on front of building: Sherwin Williams Classical White (SW-2829).
- **128 W. Howard (Trinity UMC)** – Complete shingle roof replacement with same color (or match as close to) current shingles. True Definition by Owens Corning. Color Onyx Black. \*\*\* If product information changes, please notify Gina Thompson, HARB Administrator, of the change.
- **245 W. Linn Street Rear** – Replace current shingles with Owens Corning TruDefinition Duration shingles, color: Brownwood. Also replace two skylights and make repairs to the roof as necessary.
- **166 E. Linn Street** – Replace shingles on 100% of roof. Current shingles are no longer effective and several areas are leaking into the attic during rain. Replacement shingles: GAF Timberline HDZ, color: Weathered Wood.

**Old Business:** NONE

**New Business:** NONE

**Information/Discussion Items:**

Ms. Thompson thanked board members and applicants for their flexibility in changing the meeting date.

Ms. Thompson will be on vacation from June 14 thru the second week of July. She will be available remotely for emergencies. She is requesting HARB consider cancelling the June 27<sup>th</sup> and July 11<sup>th</sup> meetings. Ms. Thompson will publicize that those 2 meetings are cancelled.

**Adjournment:** With no other business to come before HARB, meeting adjourned at 9:00am.

**HISTORICAL ARCHITECTURE REVIEW BOARD  
BELLEFONTE BOROUGH  
(DRAFT) MEETING MINUTES  
Aug 8, 2023 - 8:30 a.m.  
236 West Lamb Street, Bellefonte, PA 16823  
[www.bellefonte.net](http://www.bellefonte.net)**

**CALL TO ORDER:**

The FIRST MEETING of the August 8<sup>th</sup>, 2023, regular meeting of the Bellefonte Borough Historical Architecture Review Board (HARB) was called to order at 8:30 a.m. Members met *virtually* via Zoom.

***\*This meeting was interrupted by a power outage. The second half of the meeting was rescheduled and members met to complete the meeting on 8/15.***

**MEMBERS PRESENT:** Sam McGinley, Chair  
Walt Schneider  
Amy Kelchner  
Pat Long  
Gay Dunne  
Megan Tooker  
Mike Leakey  
Maria Day

**ABSENT:** Philip Ruth

**STAFF MEMBERS:** Gina Thompson, HARB Administrator

**GUESTS:** Kieron Cook  
Tom Ventura  
Theresa Reis  
Alex Hall

**Additions / Corrections to the Agenda:** None

**Declaration of Conflict of Interest / Declaration of Ex Parte Communication:** None

**Approval of the HARB meeting minutes:** *Schneider motioned to approve the minutes of the June 12<sup>th</sup>, 2023 meeting. Long seconded. There was no discussion. Motion carried.*

**Public Comment:** None

**Project Review**

**384 E. Linn Street – exterior window and door replacement.**

- Kieron Cook from State College Design and Construction was present to discuss the project.

*Long motioned and Tooker seconded to approve the project as presented. Discussion included clarifications of the project details, including discussion about making the door a double wide, sliding glass door.*

*The motion was amended to read: the rear door should include the trim detail from the front of the house. Roll Call vote. The motion carried unanimously.*

#### **435 N. Spring Street - Add L-shaped porch to cover the front of entrance.**

- Theresa Reis, property owner, was present to discuss the project.
- Replace cement with new cement as base for porch. Posts to support a steel metal roof to match the garage roof.
- The construction company is Yoder Brothers

*Schneider motioned and seconded to approve the project as presented. Discussion included clarifications of the project details, including standing seam vs. metal roofing.*

*Motion to approve the project as presented, with the change that the roof on the porch be an asphalt shingle to match the shingle on the house. Roll Call vote. The motion carried unanimously.*

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### **MEETING PART 2 – AUGUST 15, 2023, to make up for internet connection during August 8<sup>th</sup> meeting.**

#### **CALL TO ORDER:**

The *SECOND MEETING* of the August 8<sup>th</sup>, 2023, regular meeting of the Bellefonte Borough Historical Architecture Review Board (HARB) was called to order at 8:30 a.m. on August 15, 2023. Members met *virtually* via Zoom.

**MEMBERS PRESENT:** Sam McGinley, Chair  
Walt Schneider  
Amy Kelchner  
Pat Long  
Gay Dunne  
Philip Ruth

**ABSENT:** Megan Tooker  
Mike Leakey  
Maria Day

**STAFF MEMBERS:** Gina Thompson, HARB Administrator

**GUESTS:** Tom Ventura  
Alex Hall



### **Project Review – (continued)**

#### **469 E. Curtin Street – Owner is undertaking a complete interior and exterior renovation of the subject property.**

- Tom Ventura, property owner, was present to discuss the project.
- Requesting HARB approval to:
  - replace existing windows with new wooden windows (same style/grid patterns)
  - paint all trim work and doors
  - add gutters and downspouts
  - add deck to rear of the home and replace accent roof(s)

- Link to application materials:

<https://www.dropbox.com/scl/fo/mpavhkhuhizem2ic7siaa/h?rlkey=7h9e4284suy78m6hbghc3hbc&dl=0>

*Schneider motioned and Kelchner seconded to approve the project as presented.*

*Dunne motioned to amend the motion to cover only the rehabilitation part of the project, and discuss the deck as a separate motion. Second by Ruth. Motion to amend the motion carried with one Nay vote by Schneider. The deck will not be discussed in this presentation.*

*Discussion included clarifications of the project details. The amended motion to approve the rehabilitation projects carried unanimously.*

*Schneider motioned and Dunne seconded to approve the deck project as presented. Discussion included clarifications of the project details.*

*Schneider then amended his motion to make the approval for the deck as a free-standing structure. Dunne seconded the amended motion. The amended motion to approve the deck project carried unanimously.*

### **Administrative Approvals**

- **217 N. Allegheny Street (Verizon Building)** – Exterior site upgrades and maintenance, including: repairs to existing doors and windows, repair and paint the existing cornice woodwork to match the existing, repointing brickwork as needed, etc. Windows will not be replaced as part of this COA.
- **214 N. Allegheny Street (Bellefonte Bed & Breakfast)** – mural design for the exterior shared wall of library and Bellefonte Bed & Breakfast. CCLHM Executive Director, Denise Sticha, has approved of the design.

- **251 N. Allegheny Street (Setaro)** – Replace iron railing on front balcony to be period correct. Current railing was not original to house when built in 1879. Install roof finials that were originally on the house when built.
- **460 E. Linn Street (Taylor)** – replace all gutters and downspouts, install leaf filter on gutters. Current gutters are K-style and will be replaced with K-style.
- **223 E. Curtin Street (Simplicity Bed & Breakfast)** – 24” round wood sign, green and black to match house colors. Mounted to 4x4 black wood post (same as fence and light posts) and placed on the front yard, left side of property
- **203 N. Spring Street (Bellefonte Presbyterian Church)** - In-kind replacement of existing asphalt shingles, and gutters and downspouts. The South building (beside the parking lot) has three-tab asphalt shingles and the North building has architectural asphalt shingles. Roof shall be uniform with architectural shingles. All existing 'K"- Gutters and rectangular downspouts shall be replaced with eggshell gutters and downspouts to match the existing, including soffits and fascias.

#### **Old Business:**

- DBI Mural Project – Alex Hall from A H Public Spaces Consulting, LLC was present to give updates on the mural project.
  - The project site is located at 123 S Allegheny Street
  - The life span of the project is expected to be around 25 years.
  - The 3-phase project is progressing on schedule and is slated to be completed in late 2023, weather pending.
  - There will be a dedication of the new mural upon completion.
  - 35 artists applied and 3 artists have been selected to move on to Phase II
  - They should get approval from the property owner in late August/early September and be ready to get approvals from the Borough at that point.
  - The mural committee is asking HARB board members to please keep information, especially the design, confidential, as the organizers would like the final design to be a surprise for the community.

#### **New Business:** NONE

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

- 128 W. Howard (Trinity UM Church) – gutter replacement update
  - The church removed their Half Rounds and replaced them with K Style
  - This issue was addressed – and the church is removing the K Style gutters and re-replacing them back to half rounds
  - Gina did notice that other properties in the area do have K Style gutters – and she would like to encourage board members to consider this issue.

**Adjournment:** With no other business to come before HARB, the second half of this meeting adjourned at 9:18am.

**HISTORICAL ARCHITECTURE REVIEW BOARD  
BELLEFONTE BOROUGH  
(DRAFT) MEETING MINUTES  
September 12, 2023 - 8:30 a.m.  
236 West Lamb Street, Bellefonte, PA 16823  
[www.bellefonte.net](http://www.bellefonte.net)**

**CALL TO ORDER:**

The September 12, 2023, regular meeting of the Bellefonte Borough Historical Architecture Review Board (HARB) was called to order at 8:30 a.m. Members met *virtually* via Zoom.

**MEMBERS PRESENT:** Sam McGinley, Chair  
Amy Kelchner  
Pat Long  
Gay Dunne  
Megan Tooker  
Mike Leakey  
Maria Day  
Philip Ruth

**ABSENT:** Walt Schneider

**STAFF MEMBERS:** Gina Thompson, HARB Administrator

**GUESTS:** Alex Hall, DBI Mural Project  
Frank Grumbine, PHMC Regional Rep  
Joanne Tosti-Vasey

**Additions / Corrections to the Agenda:**

- DBI Mural Project is being added to tonight's meeting agenda. Alex Hall is present to discuss the project.

**Declaration of Conflict of Interest / Declaration of Ex Parte Communication:** None

**Approval of the HARB meeting minutes:** *Dunne motioned to approve the minutes of the August 8, 2023 meeting. Kelchner seconded. There was no discussion. Motion carried.*

**Public Comment:** None

**Project Review:**

**123 S. Spring Street (VFW) – Removal of damaged and falling brick**

- above solder course on front of the building.
- Top cap to be replaced with new flashing.

- Replace where applicable.
- Exterior to be painted at later date
- HARB suggested going back to the property owner to get more information about the project.

### **Administrative Approvals:**

- **380 Phoenix Avenue** – Ground mounted sign of tenants for the Phoenix Plaza
  - Size: 102” tall x 59” wide
  - Materials and description: Iron frame is black. Individual tenant names colors to match those on building.
  - Located by parking lot in grass area (Matt Auman confirmed location is not in right-of-way)
  - Maker: Village Craft Iron, Brian Mannino
  
- **363 E. Linn Street** – Exterior paint of house. Brick will not be painted.
  - Trim (Primary) – Downing Slate SW 2819
  - Trim (Secondary) – Rockwood Sash Green SW 2810
  - Brackets/Corbels – Rookwood Red SW 2802 and Rookwood Amber SW 2817
  - Window Sash – Downing Sand SW 2822
  - Shutters – Black Majic SW 6991
  - Exterior Doors – Rookwood Amber SW 2817
  - Porch Ceiling - Rookwood Shutter Green SW 2809
  - Porch Columns / Posts - Downing Slate SW 2819
  - Porch Decking – Rookwood Shutter Green SW 2809
  - Soffits - Downing Sand SW 2822
  - Backside addition - Rookwood Blue Green SW 2811
  
- **147 S Thomas Street** – Replacement of railroad ties with Rockwood retaining wall.
  - The wall will be between 20-24 inches in height. The blocks will be mix of the Premier 6 and Premier 8 stone.
  
- **134 W. Curtin Street** – Replacement of shingles with Owens Corning True Definition
  - Duration Lifetime shingle. Color: Cobblestone Gray.

### **Old Business:**

- CLG grant to update Design Guidelines – A RFP was advertised in the local paper. RFPs are due by September 25 at 4pm and will be opened during our September 26 HARB meeting. Gina included the advertisement and a copy of the RFP.

### **New Business:**

- Frank Grumbine, Central PA regional coordinator from PHMC, is here to do an overview of how to conduct HARB reviews. This includes referencing the

Secretary Standards for Rehabilitation when reviewing projects and staying away from subjective language. A copy of the Standards is included in tonight's packet.

- HARB will return to in-person meetings starting September 26, 2023. Remote calling in is permitted but should not be abused. If repeated in-person absences persist the HARB member may be asked to step down.
  - Several members discussed their concerns about returning to in person meetings because they do not have assurance that all persons attending the meeting would be vaccinated. A member suggested instating a vaccine policy to attend meetings. Another member discussed using social distancing during meetings. It was finally suggested that meetings can be hybrid going forward.

**Information/Discussion Items:**

**225 W. Lamb Street** – metal roof without HARB approval

- The property owner did submit an application but it was not complete. It did not include photos or product information. The homeowner didn't have any information. Solar Shield did the work. Gina received a local contact from Solar Shield to get additional information.

**434 N. Spring Street** – roof without HARB approval

- Gina sent a letter on August 2, 2023 with a deadline of August 31, 2023 to submit an application for the roof replacement that was done without prior HARB approval.
- Gina did not get a response by the deadline.
- Discussion regarding if HARB should enforce the ordinance using Centre Region Code.

**Gutters – half round vs. K style** (\*Tabled to next meeting)

- Does HARB want to require that all historic properties use half round gutters when doing replacements, regardless of whether there are already K-style gutters on the structure? (i.e. – Presbyterian Church)

**Adjournment:** With no other business to come before HARB, the meeting adjourned at 10:30am.

**HISTORICAL ARCHITECTURE REVIEW BOARD  
BELLEFONTE BOROUGH  
(DRAFT) MEETING MINUTES  
September 26, 2023 - 8:30 a.m.  
236 West Lamb Street, Bellefonte, PA 16823  
[www.bellefonte.net](http://www.bellefonte.net)**

**CALL TO ORDER:**

The September 26, 2023, regular meeting of the Bellefonte Borough Historical Architecture Review Board (HARB) was called to order at 8:30 a.m. Members met *in person*.

**MEMBERS PRESENT:** Sam McGinley, Chair  
Amy Kelchner  
Gay Dunne  
Megan Tooker  
Mike Leakey  
Philip Ruth  
Walt Schneider

**ABSENT:** Maria Day  
Pat Long (RESIGNED)

**STAFF MEMBERS:** Gina Thompson, HARB Administrator

**GUESTS:** Joanne Tosti-Vasey  
Julie Brooks  
Marc McMaster

**Additions / Corrections to the Agenda:**

- Email from Amy about the Trinity Roof (discussion on gutters)

**Declaration of Conflict of Interest / Declaration of Ex Parte Communication:** None

**Approval of the HARB meeting minutes:** *Schneider motioned to approve the minutes of the September 12, 2023 meeting. Dunne seconded. There was no discussion. Motion carried.*

**Project Review:**

**123 S. Spring Street (VFW) – Removal of damaged and falling brick**

- above solder course on front of the building.
- Top cap to be replaced with new flashing.
- Replace where applicable.
- Exterior to be painted at later date

- Gina sent photos of the VFW to HARB on 9/19. They show that the brick was originally red and has been painted yellow. The paint is peeling all over the building and is in bad shape. The recommendation would be to scrape/remove the paint before adding another layer and if permitted to re-paint, to use a high-quality latex paint that won't be as susceptible to peeling in the future. Cleaning the brick and adding a primer first is recommended.
- Photos can be found here:  
[https://bellefontepamy.sharepoint.com/:f/g/personal/gthompson\\_bellefontepa\\_go\\_v/Eimjs\\_pKRO5Gssvw6rBbGdsBMPU9\\_90RfFdyhy85d0E2g?e=LbPa8C](https://bellefontepamy.sharepoint.com/:f/g/personal/gthompson_bellefontepa_go_v/Eimjs_pKRO5Gssvw6rBbGdsBMPU9_90RfFdyhy85d0E2g?e=LbPa8C)

*Leakey motioned to table until a representative from the VFW can be present at a meeting to discuss the project. Dunne seconded. No discussion. Motion to table carried.*

### **Administrative Approvals:**

- 102 S. Allegheny Street (Courthouse) – retaining wall and sidewalks
- 109 E. Bishop (Elisabeth Joseph Jewelers) – Business sign
- 251 N. Allegheny (Setaro) – Shed reconstructions in place of former outhouse
- 222 W. High Street (Bush Arcade) – shingle to shingle replacement
- 464 E. Curtin Street (White) – exterior paint (brick will not be painted)
- 120 E. Cherry (Herlocker) – shingle to shingle replacement
- 410 N. Allegheny (Tressler) – shingle to shingle replacement

### **Old Business:**

- **128 W Howard Street (Trinity Church)** – see Amy Kelchner's email regarding the gutter replacement and installation and cost.
  - There was an extensive discussion regarding procedures for enforcement.
- **225 W. Lamb Street** – metal roof without HARB approval
  - Gina reached out to Solar Shield on 9/20/2023 and talked to a representative there. She explained the situation and asked that product information and spec information be emailed. Gina is waiting for that information.
- **434 N. Spring Street** – roof without HARB approval.
  - Gina sent a letter on August 2, 2023 with a deadline of August 31, 2023 to submit an application for the roof replacement that was done without prior HARB approval.
  - The property owner did not respond by the deadline. Can HARB enforce the ordinance using Centre Region Code?
  - It was determined that this matter would be discussed at a later time.

### **New Business:**

- Pat Long resignation (sent Sam McGinley a letter)
  - A note of thanks will be sent to Pat to thank her for her service to the board.
- Marc McMaster, Real Estate Broker with Re/Max Centre Realty
  - Resume and volunteer application included in packet
  - Recommend approval for open real estate broker seat on HARB

*Schneider motioned and Dunne seconded to approve Marc McMaster to fill the Real Estate Broker Seat on the Board. No discussion. Motion carried. The recommendation will go for final approval by Council at their next meeting.*

- Opening of CLG proposals to update Design Guidelines
  - Budget of \$15,000
  - Timeline of 1 year to completion
  - There were 4 proposals
    - Carmina Wood Design - \$14,850
    - Design by CBL – Total Cost not to exceed \$15,000
    - Landmarks SGA - \$14,370
    - McKissick Arcitecture - \$14,900
  - The proposals will be reviewed and discussed at the next meeting.

**Information/Discussion Items:**

- Gutters – K-style vs. Half rounds
  - There was an extensive discussion regarding HARB procedures and enforcements.

**Added by Gina:**

HARB recommended annual education for Council – an overview of the purpose of HARB and what HARB does and doesn't review, how the process works, etc. Some ideas of education were to have Frank Grumbine give an overview for Council (similar to what he did before but going into more detail since he got the basics out of the way) and have CNET record it so it would be available to the public to view at their convenience.

**Public Comment:**

**Added by Gina:**

Joanne Tosti-Vasey spoke about the porch addition at 435 N. Spring Street that was approved by HARB on August 8, 2023. The application did not have detailed plans of materials or drawings, but HARB approved the porch addition, with one nay vote.

Marc McMaster gave a brief introduction and expressed his interest in serving on the HARB board.

**Adjournment:**

With no other business to come before HARB, the meeting adjourned at 9:35am.



**HISTORICAL ARCHITECTURE REVIEW BOARD  
BELLEFONTE BOROUGH  
(DRAFT) MEETING MINUTES  
October 10, 2023 - 8:30 a.m.  
236 West Lamb Street, Bellefonte, PA 16823  
[www.bellefonte.net](http://www.bellefonte.net)**

**CALL TO ORDER:**

The October 10, 2023, regular meeting of the Bellefonte Borough Historical Architecture Review Board (HARB) was called to order at 8:30 a.m. Members met *in person*.

**MEMBERS PRESENT:** Mike Leakey  
Philip Ruth  
Walt Schneider  
Gay Dunne  
Megan Tooker

**ABSENT:** Maria Day  
Amy Kelchner  
Sam McGinley  
Marc McMaster

**STAFF MEMBERS:** Gina Thompson, HARB Administrator  
Julie Brooks, Asst. Public Works Superintendent

**GUESTS:** Joanne Tosti-Vasey  
Tom Ventura

**Additions / Corrections to the Agenda:**

- Resolution for Pat Long's Service to HARB

**Declaration of Conflict of Interest / Declaration of Ex Parte Communication:** None

**Approval of the HARB meeting minutes:** *Ruth motioned to approve the minutes of the September 26, 2023 meeting. Schneider seconded. There was no discussion. Motion carried.*

**Public Comment:** NONE

**Project Review:**

**348 E. Curtin Street – Rebuild garage off alleyway of the property**

- Width to remain the same, however, will go deeper onto property to accommodate modern vehicles.
- Existing foundation in poor condition, so will be removed and rebuilt.

- Colors to match house.

Tom Ventura, property owner, was present (virtually) to discuss the project.

*Schneider motioned to approve the project with 2 conditions:*

- 1. The siding should be HardiePlank (non-combustible) siding – or equivalent*
- 2. A survey shall be conducted to establish/identify property lines*

*Gay seconded.*

*Discussion included an extensive discussion regarding the project specifications. It was clarified that the zoning was already conditionally approved for this project.*

*Thompson notes:*

- *Part of the project includes re-doing the stairs in the rear yard that lead to the back alley and previous garage. They are currently crumbling concrete and will be poured concrete slabs.*
- *The remains of the original garage foundation will be excavated and there will be a gable roof that can be accessed from the rear yard (due to slope of yard).*
- *Mr. Schneider suggested the HardiePlank siding the proposed vinyl because it will hold up better against the earth/hillside and potential water and weathering issues. Given that the garage is close to the property line, having a noncombustible material is preferred.*

### **123 S. Spring Street (VFW) – Removal of damaged and falling brick**

- Above soldier course on front of the building.
- Top cap to be replaced with new flashing.
- Replace bricks where applicable.
- Exterior to be painted at later date
- Gina sent photos of the VFW to HARB on 9/19. They show that the brick was originally red and has been painted yellow. The paint is peeling all over the building and is in bad shape. The recommendation is to scrape/remove the paint before adding another layer and if permitted to re-paint, to use a high-quality latex paint that won't be as susceptible to peeling in the future. Cleaning the brick and adding a primer first is recommended.
  - Photos can be found here:  
[https://bellefontepamy.sharepoint.com/:f:/g/personal/gthompson\\_bellefontepa\\_gov/Eimjs\\_pKRO5Gssvw6rBbGdsBMPU9\\_90RfFdyhy85d0E2g?e=LbPa8C](https://bellefontepamy.sharepoint.com/:f:/g/personal/gthompson_bellefontepa_gov/Eimjs_pKRO5Gssvw6rBbGdsBMPU9_90RfFdyhy85d0E2g?e=LbPa8C)

Eric Williams, contractor for the project, was present to discuss this project.

*Leahey motioned to approve the project with a concrete cap. Ruth seconded. Discussion included extensive discussion regarding brick, colors, material, etc. Motion to approve carried unanimously.*

*Thompson notes:*

- *It was discussed that the cap is a character defining feature of the building, therefore it should be replaced with concrete, as that is the material there currently, rather than metal.*
- *Mr. Williams clarified that this review does not include the future painting of the brick. He is not sure if and when that would be done, only that it was mentioned by the Commander of the VFW.*
- *Mr. Williams notes that the type of brick that presented was recommended by an engineer.*
- *HARB requested that Mr. Williams save the brick that is in good shape.*
- *Mr. Schneider reminder Mr. Williams that a building permit from Centre Region Code is required.*

**Administrative Approvals: NONE**

**Information/Discussion Items:**

- Marc McMaster's appointment to HARB was approved by Council. Welcome Marc!
- National Parks Service official update on Preservation Brief #16: The Use of Substitute Materials on Historic Building Exteriors
  - Attached is the Brief #16 and the email from Frank Grumbine

*Thompson notes:*

- *Mr. Scheider asked if the NPS Preservation Briefs could be made available on the HARB website. Ms. Thompson said that there were a few links already there for NPS information but that she can make sure the updated one is on there, since it is the most pertinent to projects that are done in the Historic District.*

**Old Business: NONE**

**New Business:** Review CLG proposals to update the Bellefonte Historic Design Guidelines.

*Mr. Schneider asked for Ms. Thompson's top two recommendations. Those two were McKissick Architecture (Harrisburg), experienced but not local and Designs by Architecture, LLC (Bellefonte), not experienced but local to Bellefonte. Thompson also noted that Landmarks was equally as impressive, but Carmina Wood was not in state, so she didn't consider them. Discussion included members expressing their opinions on the various proposals and which company can best serve Bellefonte. Members expressed their top pick was Landmarks because of their extensive experience in developing historic design guidelines. It was asked if references were included as part of the proposal package and it was stated that references were not required or included. It was noted that the project needs to be finalized by September 2024, so the timeline is a consideration in not delaying the contract award further.*

*Ruth motioned to award the contract to Landmarks SGA, LCC. Seconded by Dunne. Motion carried unanimously to award the contract to Landmark.*

**Adjournment:** With no other business to come before HARB, the meeting adjourned at 9:25am.