

**HISTORICAL ARCHITECTURE REVIEW BOARD
BELLEFONTE BOROUGH
MEETING MINUTES**
January 9, 2024, 2023 - 8:30 a.m.
236 West Lamb Street, Bellefonte, PA 16823
www.bellefonte.net

CALL TO ORDER:

The January 9, 2024 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* due to hazardous weather.

MEMBERS PRESENT: Amy Kelchner
Megan Tooker
Maria Day
Marc McMaster
Philip Ruth
Mike Leakey
Walt Schneider (joined the meeting late at around 9:30am)

ABSENT: Sam McGinley
Gay Dunne

STAFF MEMBERS: Gina Thompson, HARB Administrator

GUESTS: Randy Bracbhbill

Additions / Corrections to the Agenda: NONE

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

Approval of the HARB meeting minutes: McMaster motioned to approve the minutes of the October 10, 2023 meeting. Leakey seconded. There was no discussion. Motion carried.

New Business: Borough Council approved reappointments of Megan Tooker and Maria Day to HARB. This is a four-year term, beginning 1/1/2024 and expiring 12/31/2027.

Public Comment: NONE

Project Review: NONE

Administrative Approvals:

- 236 Match Factory Place – business sign (issued 10/6/2023)
- 109 N. Allegheny (Vape Depot) – business sign (issued 10/18/2023)

- **420 E. Linn Street** – front door re-paint (issued 10/24/2023)
- **315 Stoney Batter (Knights of Columbus)** – sign for organization (issued 10/24/2023)
- **126-128 N. Spring Street** – shingle roof replacement (issued 10/26/2023)
- **423 N. Allegheny** – exterior paint (issued 11/21/2023)
- **129 W. High Street (High Street Shops)** – replace two front windows (issued 12/29/2023)
- **243 N. Allegheny** – repair rotting wood on porch, replace porch roof with standing seam metal. (issued 12/29/2023)
- **133 N. Allegheny Street (Bellefonte Art Museum)** – art installation (issued 12/12/2023)
 - Discussion regarding validity of historical claims within the Borough. How can HARB and the Borough ensure that historical claims are accurate and verified.
 - It was questioned if the Art Museum building was actually verified as a stop on the Underground Railroad.

Information/Discussion Items:

- Discussion regarding Administrative Approvals
- **127 W Bishop (The Waffle Shop)** – Applied on 11/17/23. Submitted by Sekula Signs. The application is on hold because the signs include internally illuminated signs, which are not permitted.

Old Business: NONE

New Business: **225 W. Lamb** – blue metal roof installed without HARB approval. I did eventually get information from Solar Shield about the roof. It was installed over top of the shingle roof, and the shingles were not removed. Recommendation on how to proceed with this project.

- It was decided that HARB will not approval this project
- Discussion regarding holding homeowners and contractors accountable for work completed without HARB approval.
- There is no strong enforcement policy in place which makes it difficult to hold homeowners and contractors accountable.
- Walt was able to discuss past situations where citations were issued for non-compliance. It was discussed that HARB/the Borough could consider instating a licensure process for contractors doing work in the Borough. This could be a feasible solution to make it so homeowners are not held responsible, but contractors are.

Adjournment: With no other business to come before HARB, the meeting adjourned at 10:20am.

**HISTORICAL ARCHITECTURAL REVIEW BOARD
BELLEFONTE BOROUGH
MEETING MINUTES
January 23, 2024, 2023 - 8:30 a.m.
236 West Lamb Street, Bellefonte, PA 16823
www.bellefonte.net**

CALL TO ORDER:

The January 23, 2024 regular meeting of the Bellefonte Borough Historical Architecture Review Board (HARB) was called to order at 8:34 a.m. Members met *virtually via ZOOM*.

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

ABSENT: Sam McGinley
Megan Tooker
Marc McMaster

STAFF MEMBERS: Gina Thompson, HARB Administrator

GUESTS: Joanne Tosti-Vasey
Chuck Divey, Solar Shield

Additions / Corrections to the Agenda: None

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

Approval of the HARB meeting minutes:

Day motioned to approve the minutes of the January 9, 2024 meeting. Kelchner seconded. There was no discussion. Motion carried.

Public Comment: None

Project Review:

225 W. Lamb Street – retroactive review of metal roof installation

- On August 22, 2023 it was noticed that a new roof was installed on the house. The shingle was replaced with a blue, corrugated metal roof. This roof was not approved by HARB. A letter to the homeowner was sent on that same day. The homeowner brought in a paper application and payment, but did not have any

information about the roof. He said that the contractor, Solar Shield, was supposed to get all the required permits for the project. I was told to contact Solar Shield to get that information. It took a while to get the product information from Solar Shield, but they were responsive and accommodating.

- Chuck Divey from Solar Shield was present to discuss the project.
- Homeowner, Michael Irvin, is unable to attend the meeting.
- Gina agreed to send Mr. Divey the minutes from this meeting and any applicable Borough ordinances for his review.

Schneider motioned to deny the application. Seconded by Dunne. Discussion included board members highlighting reasons for the denial of the application including color, materials and historical appropriateness. It was also discussed that it is the responsibility of both the homeowner and the contractor to follow area ordinances and regulations before installation of roofs or other property projects, and it was also mentioned that if HARB denies a project application, the project goes to Borough Council for final approval or denial, and a project can be retro-actively approved in that process. Roll call vote. (Yay = vote to deny the application). Motion to deny the application carried.

Members	Alternates
Sam McGinley, Chair AB	Gay Dunne yay
Megan Tooker AB	Robert Wagner (CRCA) AB
Walt Schneider yay	Amy Kelchner yay
Mike Leakey yay	
Marc McMaster AB	
Maria Day yay	
Philip Ruth yay	

408 E. Linn Street – retroactive review of window installation

- On January 3, 2024, Gina noticed that new windows were being installed in the front of the house, without prior HARB approval. Gina reached out to the homeowners via email on that same day and asked that they retroactively apply to HARB for review of the windows. The homeowners submitted the application within a few days.
- The two windows are Anderson 400 Series Casement and 400 Series Picture. Additional information is included in tonight's packet.
- The house was built in 1955.
- Homeowners, Liza and Matt Kelleher, were unable to attend the meeting.
- The contractor is Long Run Enterprise of Mill Hall.

Ruth motioned to deny the window installation. Seconded by Day. Discussion included HARB members discussing that the windows are not historically appropriate, and the style does not match the time period for the structure. A member asked if this house was part of the 1992 Historical District Expansion and Gina was not sure if it was included in that expansion or not. Roll call vote. Motion to deny the window installation carried.

Members		Alternates	
Sam McGinley, Chair	AB	Gay Dunne	<i>yay</i>
Megan Tooker	AB	Robert Wagner (CRCA)	AB
Walt Schneider	<i>yay</i>	Amy Kelchner	<i>yay</i>
Mike Leakey	<i>yay</i>		
Marc McMaster	AB		
Maria Day	<i>yay</i>		
Philip Ruth	<i>yay</i>		

Administrative Approvals: NONE

Old Business:

- 133 N. Allegheny Street (Bellefonte Art Museum) – art installation Lori Fisher, Deputy Director at the Bellefonte Art Museum (BAM), sent Gina an email after the last HARB meeting on 1/9/2024 addressing the concerns about the information regarding the Linn House's involvement with the Underground Railroad (UGRR). She would like to amend the verbiage on the art installation to remove information on the UGRR. The sculpture design will remain the same, but the verbiage will be updated as such:

This public art project and public art in general adds meaning to our town and uniqueness to our community. We gain value through public art - cultural, social, and economic value. Having this public art piece achieves one of the Bellefonte Art Museum's major missions - making the arts accessible to all.

The Underground Railroad occupies an important place in American History and in the local history of Bellefonte. This history serves as the inspiration for the "North Star" sculpture installation at the Bellefonte Art Museum. This North Star quilt pattern represents Polaris, or more commonly known as the North Star, which played a key role in helping freedom seekers find their way - a beacon to true north and freedom.

Please see the included email correspondence with Lori Fisher. Gina informed her that since this was an administrative approval and the sculpture design was not changing, she did not need to reapply. Gina does not think this needs formal HARB approval, as the verbiage is not the preuve of HARB.

New Business: NONE

Information / Discussion Items:

- Update on Jessica Stuck and Phili Wu from Landmarks - SGA will be here on Friday, January 26 to conduct a site walkthrough and also look at physical documentation that Gina has at the office. Landmarks SGA intends to hold their first Public Meeting sometime end of February, TBD.

- Gina is working on the 2023 CLG reporting. If a member has attended any professional development in the last year related to historic preservation, please send Gina that information and she will include it on our report.
- Gina hasn't had a chance to talk with Frank Grumbine at PHMC about standards for Administrative Approvals or HARB involvement in evaluating accuracy of published historical information. He is scheduled to visit on February 14, so if Gina doesn't talk to him before them, we will discuss these items at his site meeting.
- Amy Kelchner suggested a public education campaign to help the community and homeowners understand the point and importance of having a Historical Review Board in an area to help preserve historical structures.

Adjournment:

With no other business to come before HARB, the meeting adjourned at 9:44am.

**HISTORICAL ARCHITECTURAL REVIEW BOARD
BELLEFONTE BOROUGH
MEETING MINUTES
April 9, 2024, 2023 - 8:30 a.m.
236 West Lamb Street, Bellefonte, PA 16823
www.bellefonte.net**

CALL TO ORDER:

The April 9, 2024 regular meeting of the Bellefonte Borough Historical Architecture Review Board (HARB) was called to order at 8:34 a.m.

** The recorder failed to record the meeting, except for the first 19 minutes. These minutes are a reflection of Ms. Thompson's notes and the best that can be done with the lack of recording.*

MEMBERS PRESENT: Sam McGinley
Amy Kelchner
Philip Ruth
Gay Dunne
Marc McMaster

ABSENT: Walt Schneider
Megan Tooker
Mike Leakey
Maria Day

STAFF MEMBERS: Gina Thompson, HARB Administrator

GUESTS: Frank Grumbine, PHMC Coordinate
Joanne Tosti-Vasey, Councilmember

Approval of the HARB meeting minutes:

Dunne motioned to approve the minutes of the January 23, 2024 meeting. McMaster seconded. There was no discussion. Motion carried.

Public Comment: None

Additions / Corrections to the Agenda: None

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

Project Review: None

Administrative Approvals:

- *121-123 N. Allegheny Street – roof repair, shingle to shingle
- 243 N. Allegheny Street – sidewalk replacement

- **429 N. Spring Street** – wall cap for ventilation
- ***140 W. High Street** – rear roof replacement
- **120 S. Water Street (Studio 120 Bellefonte)** – exterior paint
- **120 S. Water Street (Studio 120 Bellefonte)** – business sign
- ***102 S. Allegheny Street (Courthouse)** – fencing
- **105 N. Allegheny Street (Pap's Antiques & More)** – temporary signs 22" X 29"
Discussion from Ms. Thompson about the temporary solution until a permanent sign can be put in place. Business owner has limited funds but wants to have a nice sign and is looking into options and costs.
- ***113 S. Spring Street** – shingle roof replacement
- **126 S. Allegheny Street (Magpie's Nest)** – business sign
- **349 E. Curtin Street** – shingle roof replacement
- ***130 S. Allegheny Street** – door and transom window replacement

** These projects require a building permit from Centre Region Code Administration and have been indicated on the issued COA.*

Old Business:

- **133 225 W. Lamb Street** – retroactive review of metal roof installation
- **408 E. Linn Street** – retroactive review of window installation.

Ms. Thompson reported that Council approved both of the above projects after a lengthy discussion.

New Business: None

Information / Discussion Items:

Ms. Thompson recapped the February 27, 2024 Historic Design Guidelines Public Meeting. Discussion from HARB included future education outreach options and making themselves more accessible to the public for reviews and guidance. HARB would like to be seen more as a advisory group that can help the public with projects and not an authoritative, punitive group that is looking to point out what is not being done correctly.

Thompson discussed some outreach efforts she has implemented since starting: updating the website, reaching out to new homeowners, fielding inquiries of potential buyers, working with Centre Region Code, etc.

Frank Grumbine from PHMC was present at the meeting. He discussed the standards for Administrative Approvals, the education outreach, and having HARB meetings that are more accessible to the public and to applicants. HARB did not get a chance to discuss the historic tablets and historical accuracy of information.

Adjournment:

With no other business to come before HARB, the meeting adjourned approximately 10:00 a.m.

**HISTORICAL ARCHITECTURAL REVIEW BOARD
BELLEFONTE BOROUGH
MEETING MINUTES
May 28, 2024 - 8:30 a.m.
236 West Lamb Street, Bellefonte, PA 16823
www.bellefonte.net**

(The sound is still TERRIBLE for meetings

CALL TO ORDER:

The May 28, 2024 regular meeting of the Bellefonte Borough Historical Architecture Review Board (HARB) was called to order at 8:34 a.m.

MEMBERS PRESENT: Sam McGinley
Amy Kelchner
Gay Dunne
Marc McMaster
Megan Tooker
Walt Schneider

ABSENT: Mike Leakey
Maria Day
Philip Ruth

STAFF MEMBERS: Gina Thompson, HARB Administrator

GUESTS: Joanne Tosti-Vasey
Debbie Cleeton
Tom Songer - Bellefonte Waterfront
Tommy Songer - Bellefonte Waterfront
Peter Laucks – Bellefonte Waterfront
A.J. Laucks - Bellefonte Waterfront
Jacob Dorminy – 425 N. Spring Street

Approval of the HARB meeting minutes:

Dunne motioned to approve the minutes of the April 9, 2024 meeting. Schneider seconded. There was no discussion. Motion carried.

Public Comment:

Joanne Tosti-Vasey spoke regarding enforcement of feather signs and lights in the Historic District.

Additions / Corrections to the Agenda: N/A

Declaration of Conflict of Interest / Declaration of Ex Parte Communication: N/A

Project Review:

- **High Street / Dunlop Street (Bellefonte Waterfront Project)** – Revision to 2022 project:
 - combines the proposed Building 2 and Building 3 into a single building for a parking garage, commercial space, and condominiums. Please see applicant's presentation for more information and visuals of project.
 - Revised from 3 lots/3 buildings to 2 lots/2 buildings
 - Parking garage will have 6 levels, 2 levels will be parking with 297 parking spaces, 1 level will be commercial space, and 3 levels will be 2-3 bedroom residential condominiums (each condo will be a custom design).
 - Each condo will have a parking space in the garage.
 - The hotel will have 90 rooms, and will offer a rooftop lounge and a farm to table restaurant with both indoor and outdoor seating.
 - The project has 3 letters of intent for the commercial space.
 - The project is hoping for groundbreaking next year, with an opening in 2026 (approximately 15 months to build the project).
 - Peter Laucks, Laucks Architects, PC, was present to discuss the project.

*Motion by Schneider to approve the project revision. Second by Tooker.
Discussion included questions and comments regarding the project design.*

Added by Ms. Thompson:

Members expressed concerned about the visual aesthetic of the new building. The praised the architect and developer for the hotel design complementing the historic character and architecture of the downtown, and felt that the new building design was much more urban and modern looking, not incorporating those same historic features. There was also concern about massing and the overall height of the building. Mr. Laucks stated that the height could be a maximum of 75 feet, measured from height of ceiling. HARB asked Ms. Thompson to confirm this with Council minutes when this amendment was passed. Members agreed that the new building location helped with the massing of the Gamble Mill. Mr. Laucks and Mr. Songer were agreeable to exploring alternative designs that featured more historic architecture, similar to the hotel design.

Motion to table this project approval pending more information from Council regarding building heights and pending alternative design options of the new building to reflect a more historic look. Motion to table carried.

- **425 N. Spring Street (Tatterson)** – Replace deck and a few pavers.
 - Deck will have the same footprint and design as current deck. Small material changes, building techniques, and aesthetic features. Deck will look similar to current. Painting will occur after the recommended drying period of the lumber manufacturer.
 - Jacob Dorminy, contractor for project, will present to discuss the project.

*Schneider motioned and Dunne seconded to approve this project as presented.
Motion carried. The project will go to Council for final approval.*

- **127 W. Bishop Street (Waffle Shop)** – Bellefonte mural project. See presentation for project description.

Schneider motioned and Kelchner seconded to approve a mural project at 127 W. Bishop Street.

Added by Ms. Thompson:

Discussion reflected that HARB does not review the subject matter of the mural, only the placement and attachment method of the mural. There were no concerns with the mural being placed on the Waffle Shop exterior wall. Although HARB does not review the subject matter, members complementing the mural design and felt it would be a great addition to the community. Motion carried.

Administrative Approvals:

- **106 E. Bishop (Hofbrau) – shingle to shingle roof replacement**
 - Replacement of existing shingles: GAF Timberline HDZ, High-Definition Lifetime. Color: charcoal.
- **207 W. Linn Street (Harvey) – shingle to shingle roof replacement**
 - Replacement of existing shingles with Owens Corning True Definition, color: Estate Gray. Owens Corning Weatherlock Ice 3 Water Guard and Pro-armor Synthetic Felt for airtight house.
- **409 W. High Street (Blink) – business sign**
 - 36 x 24 black sign and housing with reversed white lettering and two green accent colors. Sign would be softly illuminated from the above hanger channel. Signage will be mounted perpendicularly with two supports (not flush) to the area above the door and below the top window. Materials: aluminum, carbon Steel supports.
- **111 E. High Street (Killian) – Re-paint front of building, sans brick**
 - Use same three historic color: Teal Stencil, Classical White, New London Burgundy.
 - Contracted with RomanWorx, Dominick Romanini, for services. Clean and repair and cure mortar.
- **236 W. Lamb Street (Bellefonte Borough) – Exterior paint of trim and garage**
- **243 N. Allegheny (Bratton) – deck replacement**
 - Replace decking on rear porch, deck and wood stair treads. Roughly 12' x 18' pressure treated deck, extending from the original approximately 9.5' X 6.5' rear porch. The current decking boards and railings are rotten.

Replace with composite decking (Veranda Stone Gray) and wood railings with white PVC railings (Veranda Traditional).

- **127 W. Bishop Street (Waffle Shop) – three non-illuminated business signs**
 - Originally submitted late 2023 but were internally illuminated. None of the sizes or designs have changed, but signs will no longer be internally illuminated. Colors: Orange, brown white, aluminum channel letters
 - One set of 1'-8" H and ½" cut out acrylic letters on the 2'-6" H x 11'-9" W alupanel background
 - One set of channel letters 9" W individually reading: Breakfast, Brunch, Lunch
 - One set of channel letters 3' H x 8'-6" W aluminum background and 5'-0" diameter

These projects require a building permit from Centre Region Code Administration and have been indicated on the issued COA.

Old Business: NONE

New Business: NONE

Information / Discussion Items:

- Section 106 review, Mill Street Bridge – any questions?
- Email inquiry from Councilwoman, Johanna Sedgwick about the Gatehouse at 334 East Howard St. at the Union Cemetery regarding easement and Frank Grumbine's response.
- Discuss moving HARB review meetings to evenings. This will allow applicants that work during the day not to have to take time off work to attend, and also provide more accessibility to public to attend meetings. (This was advised by Frank Grumbine at the last meeting.) There was no decision made at tonight's meeting.
- Meeting minutes from Centre County Courthouse Concrete Coloration – 5-23-24

Adjournment:

Schneider motioned and Dunne seconded to adjourn the meeting. With no other business to come before HARB, the meeting adjourned at 9:59am.

**HISTORICAL ARCHITECTURAL REVIEW BOARD
BELLEFONTE BOROUGH
MEETING MINUTES
July 9, 2024 - 8:30 a.m.
236 West Lamb Street, Bellefonte, PA 16823
www.bellefonte.net**

CALL TO ORDER:

The July 9, 2024 regular meeting of the Bellefonte Borough Historical Architecture Review Board (HARB) was called to order at 8:39 a.m.

MEMBERS PRESENT: Sam McGinley (virtual)

Amy Kelchner

Philip Ruth

Gay Dunne

Marc McMaster

Walt Schneider (virtual)

Mike Leakey

Megan Tooker

ABSENT: Maria Day

STAFF MEMBERS: Gina Thompson, HARB Administrator

GUESTS: Joanne Tosti-Vasey

Jessica Stuck, SGA Landmarks (virtual)

Wendi McNichols, 378 E Curtin

Approval of the HARB meeting minutes:

Dunne motioned to approve the minutes of the May 28, 2024 meeting. Schneider seconded. There was no discussion. Motion carried.

Public Comment: NONE

Additions / Corrections to the Agenda:

- Discussion on Waterfront Building 2 design (add to Information/Discussion Items)
 - While discussion was meant to happen during later in the meeting, there was quick mention of feedback for developer and architect: Soften the facade to better fit the historic context of the downtown, much like they did with the hotel. Also that there is concern about massing.

Declaration of Conflict of Interest / Declaration of Ex Parte Communication:

Megan Tooker is the owner of 177 E. Curtin Street and will present the project, but abstain from voting.

Project Review:

- **378 East Curtin (informal, via Zoom) – external modifications from prospective buyer**
 - Wendi McNichol, prospective homeowner, was present to discuss the project
 - No approval needed at this time – this was a discussion regarding potential modifications if the property is purchased by the prospective buyer
 - Kitchen discussion (it was noted that HARB does not have jurisdiction over any modifications other than exterior.
 - Windows – it was commented that removing the windows would be considered “an adverse effect/destroying a defining feature of the house” – and the windows are visible from the road (east side of the house)
 - Wall removal (no HARB jurisdiction but HARB can offer suggestions)
 - Other possible modifications mentioned:
 - Dining room
 - Add a deck/4 season room
 - Addition with a bedroom/bath/office
 - Garage – it was noted that most garages in this neighborhood are detached or in the rear/set back from the house. Stylistically, attaching a garage to the house would be more difficult to fit within HARB standards and requirements.
 - Consensus: (5 main areas of concern)
 - Windows – are a concern
 - Interior – homeowner can do as he/she wishes
 - Addition – shouldn’t be an issue
 - Swimming pool (inground/fence)
 - Fence would need to be wrought iron or wood
 - Garage – will be a challenge, and is a big concern for the prospective buyer
 - Setback requirements are 5 ft from the side and 20ft from the rear of the property line on Church Lane
 - It was suggested that the prospective buyer work with a builder/designer who has experience with historic homes
- **177 East Curtin (Tooker) – Replacement of existing deck in rear of house.**
 - Existing deck is pressure-treated wood and in poor condition.
 - Proposed deck is slightly larger with bamboo wood decking material and white aluminum railings with a matching bamboo wood drink rail.
 - Megan Tooker, homeowner, was present to discuss the project.

Schneider motioned and Kelchner seconded to approve this project as presented. Discussion included a question regarding any changes to the existing structures. Homeowner mentioned that due to settling, there will be one step

added outside of the kitchen to bring the deck down to the level of the existing deck. Schneider reminded applicant that she will need a building permit for project. Motion carried unanimously with one abstain from Megan.

Administrative Approvals: (Not discussed in this meeting)

- * **127 East High Street (Centre Co) – Replacement of existing shingles with GAF**
 - Timberline HDZ SG shingles in similar color.
- * **210 West Church Lane (Witherite) – Replace the existing failing deck.**
 - Deck will be rebuilt with pressure treated lumber and have the same footprint and design as current deck. Will be 4' X 4' and 40" tall with five steps. Bottom will be finished with Lattice and deck will have a protection stain.
- * **125 North Allegheny Street (Masonic Building) – Replace and dispose of existing shingles.**
 - Supply and install Atlas Roofing System. Install EPDM on upper 3rd story low sloped roof and the lower 1st story low sloped roof areas.
- **111 East High Street (Vincent-Killian) – Construct gate to prevent people from entering the courtyard illegally.**
 - Gate will be wooden slat, six foot high, attached to 9'-2" existing brick wall and will be twelve feet in length.
- * **125 North Potters Street (Deibler) - Remove existing shingle and replace with Certainteed Landmark Lifetime shingles.**
 - Color to be similar to current shingle.

** These projects require a building permit from Centre Region Code Administration and have been indicated on the issued COA.*

Old Business: (not discussed in this meeting – will be discussed at the next meeting)

- Waffle Shop Mural – Mural location and application approved at 5/28/2024 meeting and approved by Borough Council at 6/17/2024 meeting. Discussion about historical accuracy of content.

New Business: NONE

Information / Discussion Items:

- (via Zoom) Draft of the updated Historic Design Guidelines
 - Address for the Bellefonte Borough office has changed to 301 N. Spring Street
 - A question was raised regarding if there should be a sentence stating that Borough Council is required to have a HARB as part of the CLG.

- It was suggested that more sample pictures be included of the different period styles to help homeowners identify which period style house/structure they own
- It was suggested that the draft document be sent to Frank Grumbine for review (PHMC) (with suggestions/corrections/feedback included)
- There was a discussion regarding the map. It was suggested to make the map bigger to make it more accessible.
- Suggestions:
 - add more resources (list of resources)
 - add QR codes
 - Have a 2nd public meeting at the end of August
 - Send any suggestions/feedback/corrections to Gina and she will forward to Jessica.
- Resources for historic storm window replacement (Not discussed)

Adjournment:

With no other business to come before HARB, the meeting adjourned at 10:09am.

**HISTORICAL ARCHITECTURAL REVIEW BOARD
BELLEFONTE BOROUGH
MEETING MINUTES
July 23, 2024 - 8:30 a.m.
LARGE ROOM, 1st FLOOR
301 N. SPRING STREET
BELLEFONTE, PA 16823
www.bellefonte.net**

CALL TO ORDER:

The July 23, 2024 regular meeting of the Bellefonte Borough Historical Architecture Review Board (HARB) was called to order at 8:30 a.m.

MEMBERS PRESENT: Sam McGinley
Amy Kelchner
Philip Ruth
Gay Dunne
Marc McMaster
Walt Schneider
Megan Tooker

ABSENT: Maria Day
Mike Leakey

STAFF MEMBERS: Gina Thompson, HARB Administrator

GUESTS: Joanne Tosti-Vasey
Mark Wolfe
Mark A. (last name illegible)

Approval of the HARB meeting minutes:

Schneider motioned to approve the minutes of the July 9, 2024 meeting. Dunne seconded. There was no discussion. Motion carried.

Public Comment: NONE

Additions / Corrections to the Agenda:

- Frank Grumbine will join the meeting to discuss the Draft Design Guidelines.

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

Project Review:

- **127 East Curtin Street –build a 22' x 24' 2-car garage off Ardell Lane**
 - Garage will have three windows, 1 main door and two garage doors on a cement pad, 6-inches thick.
 - Siding will be T111 and colors to match house and shed on property.

- Walls will be 10' high with shingle roofing with 4/12 pitch.

Schneider motioned to approve the above listed project. Dunne seconded. Discussion included members commenting that the siding material, T1-11, is inappropriate for the size/permanence of the structure (garage, as opposed to shed). The siding should instead be complimentary in detail and material to the carriage house. Instead of T1-11, use a Hardy horizontal plank for the siding, similar in width/reveal to the carriage house. Vinyl would not be appropriate.

Schneider amended the motion to approve the project as presented with the modification to Hardy Horizontal Plank as opposed to the T111 Siding. There was discussion regarding the windows. Windows should match in style and material to carriage house: six over six, composite or hardy. Vinyl is not an appropriate material. Motion to approve the amended project carried. The project will be presented to Council for approval on August 5th.

Administrative Approvals:

(From the last meeting agenda – not discussed during the last meeting.)

- * **127 East High Street (Centre Co) – Replacement of existing shingles** with GAF Timberline HDZ SG shingles in similar color.
- * **210 West Church Lane (Witherite) – Replace the existing failing deck.**
 - Deck will be rebuilt with pressure treated lumber and have the same footprint and design as current deck. Will be 4' X 4' and 40" tall with five steps. Bottom will be finished with Lattice and deck will have a protection stain.
- * **125 North Allegheny Street (Masonic Building) – Replace and dispose of existing shingles.**
 - Supply and install Atlas Roofing System. Install EPDM on upper 3rd story low sloped roof and the lower 1st story low sloped roof areas.
- **111 East High Street (Vincient-Killian) – Construct gate to prevent people from entering the courtyard illegally.**
 - Gate will be wooden slat, six foot high, attached to 9'-2" existing brick wall and will be twelve feet in length.
- * **125 North Potters Street (Deibler) - Remove existing shingle and replace with Certainteed Landmark Lifetime shingles.**
 - Color to be similar to current shingle.

New as of 7/9/2024

- **223 North Spring Street – shingle to shingle roof replacement.**
 - On 7/15/2024 I noticed roof work being done without any prior HARB approval. I spoke with the contractors and homeowner. They were responsive and submitted the application within hours. The roof project is a shingle-to-shingle roof replacement. Shingles are Owens Corning TruDefinition, color: Williamsburg Gray. Gutters and downspouts will also be replaced.

- **441 North Spring Street – installation of 2 outdoor heat pump units**
 - Breeze Easy HVAC Company will be installing 2 outdoor heat pump units on the ground for central air and heat.
 - Approval for two locations: Below the fire escape, located on the rear (west) side of the house or on the south side of the house. Contractor prefers first option. Shrubbery will be placed around the units for shielding from public view.
 - HVAC unit dimensions: 40 inches high X 35-1/2 inches wide X 35-1/2 inches deep.
 - There will be 2 units (one for the first floor and one for the second floor).
 - There will be 3.5-inch cover guard to cover, or hide, any lines or power that is run to the exterior.
 - Use brown or grey to match, or blend in, with the exterior of the house.

** These projects require a building permit from Centre Region Code Administration and have been indicated on the issued COA.*

Old Business:

- **Waffle Shop Mural** – Mural location and application approved at 5/28/2024 meeting and approved by Borough Council at 6/17/2024 meeting. Discussion about historical accuracy of content.
 - Phil Ruth commented that he doesn't feel HARB has any jurisdiction over content of murals within the historic district. He didn't find any precedent for HARB weighing in on historical content of murals.
 - Phil Ruth also commented that he asked the artist if they had communicated with the Mills family and or the family of Donna King (in the back holding a lantern) and the artist did not communicate with either family. It was noted that there are actual pictures of William Mills and the person depicted as William Mills in the mural is not an accurate representation of William Mills. It was noted that History cannot be "imaginary" – and there is a duty to keep history accurate.
 - It was also noted that there is a distinction between art and history. Art isn't always an accurate depiction of fact, but art can be interpreted by the artist.
- **Draft of the updated Historic Design Guidelines** – comments due by July 26th
 - Frank Grumbine was present at the meeting to offer and discuss feedback regarding the Historic Design Guidelines.

(There were 5 minutes of silence in the recording during the beginning of Frank's comments, from 26:18-31:48. The recording picked back up with Walt's comments regarding "non contributing buildings".)

- Discussion regarding "non-contributing buildings":

- What is the definition of a “non-contributing building”?
 - A building that was historically significant but has been compromised to the point where there is nothing historically accurate in the structure.
 - Another factor could be that a building is on a historical property – but does not fit in to or match the period of significance. Is the building a part of the story or history that you are trying to preserve?
 - It was noted there was a big effort in 1992 to expand the historic district to include many more historic structures but the proposal was denied by Borough Council.
 - It was suggested to table this conversation due to technology issues
 - It was noted that “contributing vs non contributing” could be confusing for homeowners.
 - The discussion was tabled to another meeting.

New Business: NONE

Information / Discussion Items:

- **Resources for historic storm window replacement.**
 - A gentleman that owns a historic house outside of the Borough stopped by to ask if HARB any resources for local companies that do storm window replacements. He's having difficulty finding a window company that does storm windows at all. He'd like to keep his original wood windows, but replace the storm windows.
 - Members did not have any insight or resources for replacing storm windows.
- **Waterfront Development - Building #2 design** – any further thoughts?
 - There was no discussion on this item.
- **125 N. Allegheny (Masonic Building) – Brick work approved by HARB on 9/27/2022.**
 - Same work is being done to the other side of the building.
 - The same historical procedures as done previously.
 - Nick Raimando is the Contractor for the project.
<https://www.raimondo.com/>
 - Project will continue as funding allows.
- **Administrative Approval Provisions** – any updates or changes to this document?

Adjournment:

With no other business to come before HARB, Schneider motioned to adjourn, seconded by McMaster. The meeting adjourned at 9:31am.

HISTORICAL ARCHITECTURAL REVIEW BOARD
BELLEFONTE BOROUGH
MEETING MINUTES
August 13, 2024 - 8:30 a.m.
Small Meeting Room, 1st FLOOR
301 N. Spring Street
Bellefonte, PA 16823
www.bellefonte.net

CALL TO ORDER:

The August 13, 2024 regular meeting of the Bellefonte Borough Historical Architecture Review Board (HARB) was called to order at 8:33 a.m.

MEMBERS PRESENT: Amy Kelchner
Philip Ruth
Marc McMaster
Megan Tooker
Maria Day
Walt Schneider – virtual attendance

ABSENT: Mike Leakey
Gay Dunne
Sam McGinley

STAFF MEMBERS: Gina Thompson, HARB Administrator

GUESTS: Joanne Tosti-Vasey
Frank Grumbine – virtual attendance

Approval of the HARB meeting minutes:

McMaster motioned to approve the minutes of the July 23, 2024 meeting. Ruth seconded. There was no discussion. Motion carried.

Public Comment: None

Additions / Corrections to the Agenda: None

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

Project Review: No projects to review

Administrative Approvals:

- **359 East Curtin (Rooker)** – shingle to shingle roof replacement. Replace shingle roof on both house and carriage house. Replace with: Owens Corning. TruDefinition Duration architectural shingles. Colors for consideration: Peppercorn, Williamsburg Grey, Driftwood, Teak, and Estate Grey. Contractor: Starway Roof System, 126 Hoy Road, Howard PA 16841

- **217 North Allegheny (Riffles and Runs B&B)** - Replace existing tongue & groove wooden porch floor with new flooring, also tongue and groove. Repaint with current color (blue).
- **306 East Linn (Serpi)** - Exterior paint of house. Main Body: Gilded Glamor MQ2-06 Behr; Varnished Ivory MQ3-40 Behr; Trim Primary: Night Blooming Jasmine YL-W10 Behr; Trim Secondary: Wine Not MQ1-02 Behr; Window Sash: Vine Leaf N400-7 Behr; Porch Columns: Night Blooming Jasmine YL-W10 Behr; Porch Balusters: Night Blooming Jasmine YL-W10 Behr; Porch Decking: Gilded Glamor MQ2-06 Behr
- **352 East Curtin (Nastase)** – Scrape and paint wooden porch. Banisters and balusters will be painted white and floor will be painted light gray. Repair of porch boards may be necessary.
- **430 East Linn (King)** - Replacement of existing shingles with Owens Corning Duration, color: Onyx Black.

Information / Discussion Items:

- **Match Factory / APS Historical Marker** – Thompson reported on working with American Philatelic Society and PHMC to relocate the PHMC Historical Marker for the Match Factory to allow APS to install directory signage for tenants.

Old Business:

- HARB Review of Draft of the updated Historic Design Guidelines
 - Frank Grumbine attended the meeting virtually to discuss revisions to the draft design guidelines. There was lengthy discussion about various revisions: the need to eliminate the confusing language of the National Registrar contributing vs noncontributing as it relates to the local historic district, the use of substitute materials, the HARB review process including administrative approvals, the need for more Bellefonte specific illustrations/photographs/examples.
 - Thompson will send draft revision to Jessica Stuck from Landmarks SGA. Once the draft guidelines are revised, HARB will review them again.
 - Thompson will work with PHMC on an extension for the grant as the deadline is September 30, 2024.
 - Discussion included the need for education once the guidelines are finalized and published. Schneider suggested that Thompson hold a virtual workshop with the Centre County Realtors Association as well as create “how to” videos and a “HARB bootcamp” video, with assistance from Centre Region Code Administration staff.
 - It was suggested by HARB/Grumbine that Bellefonte Borough update its National Registration Nomination.

New Business: None

Adjournment:

With no other business to come before HARB, Day motioned to adjourn, seconded by Schneider. The meeting adjourned at 9:42am.

**HISTORICAL ARCHITECTURAL REVIEW BOARD
BELLEFONTE BOROUGH
MEETING MINUTES**
November 12, 2024 - 8:30 a.m.
Small Meeting Room, 1st FLOOR
301 N. Spring Street
Bellefonte, PA 16823
www.bellefonte.net

CALL TO ORDER:

The November 12, 2024 regular meeting of the Bellefonte Borough Historical Architecture Review Board (HARB) was called to order at 8:30 a.m.

MEMBERS PRESENT: Philip Ruth
Marc McMaster
Megan Tooker
Maria Day
Gay Dunne
Amy Kelchner

ABSENT: Mike Leakey
Walt Schneider
Sam McGinley

STAFF MEMBERS: Gina Thompson, HARB Administrator

GUESTS: Joanne Tosti-Vasey

Approval of the HARB meeting minutes:

Kelchner motioned to approve the minutes of the August 13, 2024 meeting. Ruth seconded. There was no discussion. Motion carried.

August 27th, September 10th, September 24th, October 8th, October 22nd meetings canceled.

Public Comment:

Joanne Tosti-Vasey reported that a Presbyterian Church in the borough has an internally lighted sign. Gina said she would look into it.

Additions / Corrections to the Agenda:

- Gina commented that several members terms are expiring at the end of the year. Sam and Walt's terms are up at the end of this year. Gina requested to add a motion to the agenda to do conditional approval of both members, pending acceptance of the nomination by both.

Dunne motioned to add conditional approval of these members to tonight's agenda.

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

Project Review: None

Administrative Approvals:

- **125 North Potter Street (Deibler)** - COA issued 10/10/2024: Replace existing decks (two) and stairs (one) using pressure treated lumber. Decks/stairs will not be painted and will maintain same footprint and design as current deck, with small modifications for Code compliance.
- **201 North Spring Street (Bellefonte Presbyterian Church)** – COA issued on 11/1/2024: Installation of new mini-split system heat pumps, with ten (10) indoor units and two (2) outdoor units. Outdoor units will be located on the west side of the Education Building, not visible from North Spring Street.
- **117 North Thomas Street (Kaphart)** – COA issued on 11/4/2024: Replace garage roof with new shingle roof: Timberline HDZ shingles. LayerLock Technology and StainGuard Plus Algae Protection.

Information / Discussion Items:

- **Reviewed Historic District Design Guidelines** – Gina sent to HARB via email on 10/25/2024. 2 revision updates
 - Landmarks sent 2nd revision to Gina 11/8/2024 – this includes PHMC annotated comments that were not included in the 10/25/2024 revision.
 - Is HARB OK with the guidelines in Parts 3 thru 5.
 - Jessica will gather additional photographs when she comes out for the public meeting. If there are any photographs HARB has or properties HARB thinks Landmarks should include as good representations.
 - Windows and roofs are the features that are objected to the most. It was suggested that these headings be bolded or highlighted to draw more attention to those headings.
 - There were several suggestions for additions and clarifications in the guidelines.
 - There was a discussion regarding the purpose of this document and how the guidelines will be used by HARB and the public.
 - There was a discussion regarding finding a balance between historic preservation and maintaining a building's structural integrity. Sometimes it is best to restore a building using unapproved or historically inaccurate materials rather than allowing a building to deteriorate because a property

owner cannot afford to or is unable to meet HARB guidelines and specifications.

Old Business:

- **10/3/2024 Email update to HARB** – includes Administrative Approvals from August 13, 2024 through October 3, 2024.

New Business:

- **Public meeting** – There will be a public meeting for a presentation on the updated Bellefonte Borough Historic Design Guidelines on Tuesday, November 19 from 6 – 7:30 p.m. in the Large Meeting Room of 301 N. Spring Street.
- **Conditional approval of new/reappointed members** - members voted to conditionally approve Sam McGinley and Walt Schneider for reappointment to HARB.

McMaster moved and Kelchner seconded to conditionally approve the above listed members for reappointments. Motion carried.

Adjournment:

With no other business to come before HARB the meeting adjourned. There was no motion or second to adjourn. The meeting adjourned at 10:05am.



CANCELED: HARB meeting for October 8, 2024

From Gina Thompson <gthompson@bellefontepa.gov>

Date Thu 10/3/2024 10:40 AM

To amy kelchner <amykbrennand@comcast.net>; Gay Dunne <gddunne@comcast.net>; Marc McMaster <Marc@marcmcmaster.com>; Maria Day <miaday203@gmail.com>; Megan Tooker <mwtooker@gmail.com>; Michael Leakey <mleakey@hl-architects.com>; Phillip Ruth <philruth1@gmail.com>; Robert Wagner <rwagner@centreregioncode.org>; Samuel McGinley <smcginleyjr@gmail.com>; Walter Schneider <wgms@crcog.net>

Cc Gina Thompson <gthompson@bellefontepa.gov>; Ralph Stewart <rstewart@bellefontepa.gov>; Julie Brooks <jbrooks@bellefontepa.gov>; Kent Bernier <Kbernier@bellefontepa.gov>; Melissa McCullough <mmccullough@bellefontepa.gov>; Frank Grumbine <fgrumbine@pa.gov>; Donald Holderman <dholderman@bellefontepa.gov>

Hi HARB,

We will not meet this coming Tuesday, October 8. There are no projects for review.

A few updates:

- PHMC has extended all of their FY22 CLG grants until 12/31/24. The Amendments are running through the commonwealth signature process, and should be receiving a signed document as soon as possible.
- I submitted the executed renewed CLG Master Grant Agreement to PHMC for the next contract period: January 1, 2024 through December 31, 2029.
- Jessica Stuck from Landmarks SGA has not gotten back to me with the HARB revisions on the draft guidelines that were discussed at the August 13, 2024 HARB meeting. After I sent her the revision email on 8/13, I didn't hear from her. I then pinged her on August 30 and she responded that she should have the draft within the next couple of weeks. I pinged her again on September 20. The email was read but I have not received a response. I have been in communication with Frank Grumbine about Landmark's deliverables and lack of follow-up. I'm not sure if there's anything to be done, except to be patient and work with them to finish out the contract / guidelines.
- If you haven't yet heard, Don Holderman is retiring as Assistant Borough Manager after 17 years of service. His last day is tomorrow, October 4. We will miss him very much!

Administrative Approvals since the last meeting in August are below. Please feel free to reach out if you have questions about any of them. The next scheduled meeting is October 22nd. It may be worth meeting even if we don't have projects to review - just to touch base and discuss on-going historic district projects.

Thanks, everyone! Let me know if you need anything.

~ Gina

Administrative Approvals since August 13, 2024

- **421 North Spring (Harvey)** – COA issued 8/14/2024: Replacement of existing shingles with Owens Corning Duration, color: Estate Gray
- **126 West Bishop (PA Rural Water Association)** – COA issued 8/21/2024: Replace gutters and downspouts with new white gutters. Re-shingle front porch roof with matching color architectural shingles. Add porch rain gutter.
- **138 West Bishop (PWRA)** – COA issued 8/21/2024: Replace gutters and downspouts with new white gutters. Re-shingle roof with Owens Corning 50-year architectural shingle, color: Onyx Black
- **128-130 West Bishop (PWRA) – COA issued 8/21/2024**: Replace gutters and downspouts with new white gutters. Re-shingle roof and front porch roof with Owens Corning 50-year architectural shingle, color: Onyx Black
- **124 South Allegheny (Herlocher)** – COA issued 8/22/2024: Replace existing vinyl white windows with Pella Lifestyle Series Double-Hung Aluminum EnduraClad Wood Exterior windows. Color: brown 32 windows in total, 19 exterior – front side and back of building
- **102 South Allegheny (CC Courthouse)** – COA issued 8/23/2024: Exterior repairs and maintenance. All work is being done in kind and/or to match existing. Physical samples and brochures on file as the Borough office
 - Replace front stair nosing in front of monument
 - Replace caulking on front steps
 - Replace expansion joints
 - Replace caulking around doors and windows
 - Paint stucco portion of building
 - Painting of columns
 - Refinish front entrance doors
- **329 East Curtin Street (Envinity Inc. / Rohledder)** – COA issued on 9/3/2024: Envinity Inc. to install 7.65 kW DC grid-tied roof mounted solar array consisting of (18) Q Cells Q.Tron Black 425watt solar modules and (18) Enphase IQ8M microinverters. Placement will be on gable roof of garage, facing South toward main house.
- **104 N Allegheny (Bellefonte Brick Studio)** – COA issued on 9/4/2024: Business sign for Bellefonte Brick Studio. Size: 2' x 12' | Colors: Black, white, red. Description: raised lettering “Bellefonte Brick Studio” in black with red “Brick” logo. Materials: Aluminum with composite plastic core with 3D lettering. Location: Above window where previous sign was installed. Maker: The Sign Stop, State College PA.
- **329 East Curtin Street (Rohledder)** – COA issued on 9/6/2024: Roof: Existing gray shingles will be replaced with Owens Corning Duration, color: Desert Rose. Siding: Existing aluminum on the house and vinyl on the garage will be replace with LP® Smartside® Expertfinish® siding.
- **302 East Curtin (Maness)** – COA issued on 9/20/2024: Replacement of 14 windows on the first, second and attic levels. Current windows are not original: aluminum / vinyl from appox.1980s replacement. House photos from 1930's and 1950's show double hung windows with single panes above and below: This configuration will be maintained as will all window opening sizes. Window frame thickness will be slightly narrower than existing replacement windows - approx. 1/4"". Color will be white. Contractor: R.W. Johnson Home Improvements to install Alside Mezzo window as in attachments.

**HISTORICAL ARCHITECTURAL REVIEW BOARD
BELLEFONTE BOROUGH
MEETING MINUTES**
December 10, 2024 - 8:30 a.m.
Large Meeting Room, 1st FLOOR
301 N. Spring Street
Bellefonte, PA 16823
www.bellefonte.net

CALL TO ORDER:

The December 10, 2024 regular meeting of the Bellefonte Borough Historical Architecture Review Board (HARB) was called to order at 8:36 a.m.

MEMBERS PRESENT:

Members	Alternates	Guests
Sam McGinley, Chair (ABSENT)	Gay Dunne	
Megan Tooker	Robert Wagner (CRCA) (ABSENT)	
Walt Schneider (ABSENT)	Amy Kelchner (Via ZOOM)	
Mike Leakey		
Marc McMaster (ABSENT)		
Maria Day		
Philip Ruth		

STAFF MEMBERS: Gina Thompson, HARB Administrator

GUESTS: Joanne Tosti-Vasey
Tom Songer – Bellefonte Waterfront Association
Tommy Songer – Bellefonte Waterfront Association
Peter Laucks – BWA, Laucks Architects
Stephen Beckerman – 231 W. Linn Street
Hope Boylston – 231 W. Linn Street
Logan Witherite – 231 W. Linn Street

Approval of the HARB meeting minutes:

Dunne motioned to approve the minutes of the November 12, 2024 meeting. Ruth seconded. Discussion included asking to add Amy Kelchner as present. Motion carried.

Public Comment:

- NONE

Additions / Corrections to the Agenda:

- NONE

Declaration of Conflict of Interest / Declaration of Ex Parte Communication:

- NONE

Project Review:

- **231 West Linn Street (*informal review*)** – Rebuild the roof of the barn on the north facing (alley) side. Would like to avoid replacing the two dormers, as they are in poor condition, and redo the roof as a flat surface, to match the south facing side. Barn can be observed from Church Lane, which dead ends just beyond the barn.
 - Homeowners, Hope Boylston & Stephen Beckerman, were present to discuss the project.
 - HARB discussed the project and agreed that final approval can be through administrative approval.
- **High Street / Dunlop Street (Bellefonte Waterfront Project)** – Revision to May 28, 2024 HARB meeting, which combined the originally proposed Building 2 and Building 3 into a single building for a parking garage, commercial space, and condominiums. HARB tabled project and requested alternative design options of the new building to reflect a more historic look.
 - *Peter Laucks, Laucks Architects, PC, was present to discuss the project.*
 - *Tom Songer, HAMCO Mgmt, was also present to discuss the project.*
 - *The redesign was presented and discussed.*
 - Building 1 - the hotel - will have:
 - 93 rooms
 - 4 floors and a lobby
 - A restaurant on the first floor
 - A rooftop lounge
 - Building 2 – the condo unit – will have:
 - Retail space (1st floor)
 - Parking garage (2nd & 3rd floors)
 - There will also be 80 surface parking spaces off Dunlop Street
 - 48 condominium units (2-3 bedroom units)
 - Each unit will have a private elevator to get to the parking garage
 - Condos will be fully customizable
 - A condominium association
 - Retail space letters of intent from:
 - Big Spring Spirits
 - Miska Jewelers
 - Burkholders Market

- HARB members expressed concern about traffic in the area and pedestrian safety.
- It was noted that HARB is not responsible to manage traffic flow for a project. The Planning Commission will review traffic patterns and flow and approve as needed. HARB is responsible to review and approve building design and aesthetics.
- There was further discussion of the project, most of it unintelligible.
- HARB members discussed needing more information/more site plan views of the project – a more cohesive presentation of the re-design/renderings.
- HARB tabled this project again pending further information/renderings.

Dunne moved to table the project pending further review. Day seconded. Motion to table carried.

Administrative Approvals:

- **127 W Curtin Street (Chichester)** – Replacement of existing shingles with Owens Corning True Definition, 4-year shingle, color: Brownwood.
- **100 N. Allegheny Street (Brother's Pizza)** – business signage for the new restaurant (a pub – “The Courthouse Pub”).

Information / Discussion Items:

- There was a discussion regarding administrative approvals.

Old Business:

- **FINAL DRAFT Historic District Design Guidelines** – Gina sent to HARB via email on 12/3/2024. Review and make recommendation to approve.

Dunne motioned to approve the Historic District Design Guidelines Final Draft. Day seconded. Motion to approve carried.

New Business:

- **HARB meeting dates for 2025**

Adjournment:

With no other business to come before HARB the meeting adjourned. The meeting adjourned at 10:11am.