

**HISTORIC ARCHITECTURAL REVIEW BOARD
MINUTES
THURSDAY, JANUARY 26, 2012**

Members Present: Tom Lainhoff Steve VanOrmer
Len Ferber Chris Lainhoff
H. Dale Kaufman David Measel
Beth Johnson

Others Present: Christine Drennen, Administrative Assistant
Don Lennon

CALL TO ORDER AND PLEDGE TO THE FLAG: The meeting was called to order at 7:15 P.M. by Tom Lainhoff, followed by the salute to the flag. It was announced that the meeting was being audiotaped to assist in the preparation of the minutes. Tom Lainhoff stated that the HARB recommendations from this meeting will be voted upon at the next Borough Council meeting which is scheduled for February 14, 2012.

PUBLIC COMMENT: None.

REORGANIZATION: Len Ferber made a motion to nominate Tom Lainhoff as Chairman. Dale Kaufman seconded the motion. Motion carried with members VanOrmer, Ferber, Chris Lainhoff, Kaufman, Measel and Johnson casting assenting votes. Member Tom Lainhoff abstained from voting.

Dale Kaufman made a motion to nominate Len Ferber as Vice Chairman. Steve VanOrmer seconded the motion. Motion carried with members Chris Lainhoff, Tom Lainhoff, Kaufman, VanOrmer, Measel and Johnson casting assenting votes. Member Len Ferber abstained from voting.

Chairman Tom Lainhoff recognized and welcomed two new members, Beth Johnson and David Measel.

MINUTES OF DECEMBER 15, 2011: Chris Lainhoff made a motion, seconded by Len Ferber and passed unanimously to approve the minutes of the December 15, 2011 meeting as corrected.

17 WEST MAIN ST – Handicap ramp: Don Lennon, Strasburg Properties General Manager, was in attendance and reviewed their application for a handicap ramp on the rear of the property. He stated that they are required to install handicap ramps. It was noted that an identical application will be considered next for a handicap ramp at 21 West Main Street. Chris Lainhoff stated that he looked at the properties and they could not be moved more behind the structures and he and Dale Kaufman stated that they are proposing the ramps in good locations. Don Lennon asked if composite material would be considered. Chris Lainhoff stated that composite is very expensive and that pressure treated wood that is weathered approximately 6 months before it is painted a color to tie into the building would be appropriate for the visible parts of the ramp. He also stated that mahogany is also a good alternative and is less expensive than composite. It was the consensus that a painted composite material could be used for the floor boards because they would not be visible from the roadway. Since only construction plans were provided and not a conceptual drawing of what the proposed ramp would look like, Chris Lainhoff provided a drawing of a previously approved railing for Pizza City at 6 East Main Street and asked if Mr. Lennon would consider a similar design to which Mr. Lennon agreed.

Dale Kaufman also suggested planting trees or shrubs along the building to soften the appearance which Don Lennon also agreed. There was extensive discussion between the board and the applicant regarding construction details.

Len Ferber made a motion, seconded by Beth Johnson and passed unanimously to recommend Borough Council approve Strasburg Properties' application for a handicap ramp at 17 West Main Street, to approve the ADA accessible ramp as submitted with materials to be pressure treated wood, hardwood or cedar on all side railings, and that the treads can be pressure treated wood, hardwood, cedar, trex or composite material similar to trex, painted a color to coordinate with the approved colors of the building, handrail must be metal as required by ADA 1 ½" aluminum and suggest to add additional spindle posts either 4" or closer as required by code and to construct similar to the design previously approved for 6 East Main Street and as attached to the application with their final design to be submitted for approval, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

Steve VanOrmer stated that he can provide them with the pattern for the design provided. Spindle separation was discussed and Steve VanOrmer suggested the space be 2" and Dale Kaufman thought that would be too close and is stricter than required by code. Steve VanOrmer suggested they look at other spindles in town and replicate traditional porch railing spacing. Tom Lainhoff suggested looking at railings such as at 21 West Main or the bed and breakfast. Chris Lainhoff stated that they don't want the spacing too far apart because it makes it look like it is missing spindles. He stated that as a general rule if the spacing is twice the width of the spindles the spacing is too far apart.

Steve VanOrmer also stated that the custom spindle turnings could be matched to those on the front and stated that there is an Amishman at the other end of town that does reasonably priced custom spindle turning.

21 WEST MAIN ST – Handicap ramp: It was noted that this is an application for the same handicap ramp on 21 West Main Street by the same applicant.

Len Ferber made a motion, seconded by Dale Kaufman and passed unanimously to recommend Borough Council approve Strasburg Properties' application for a handicap ramp at 21 West Main Street, to approve the ADA accessible ramp as submitted with materials to be pressure treated wood, hardwood or cedar on all side railings, the treads can be pressure treated wood, hardwood, cedar, trex or composite material similar to trex, paint color to coordinate with approved colors of the building, handrail must be metal as required by ADA 1 ½" aluminum and suggest to add additional spindle posts either 4" or closer as required by code and to construct similar to the design previously approved for 6 East Main Street and as attached to the application with their final design to be submitted for approval, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

It should also be noted that the additional comments regarding spacing apply to this application as well.

Chairman Lainhoff stated that he and Chris Lainhoff attended a presentation about Federal investment tax credits for historic preservation. He stated that the program is for up to a \$17,000 tax credit for major preservation work. Major preservation work is defined as the amount of work being equal to the assessed value of the building and that the project needs to be approved prior to the commencement of the work. He stated that the assessment for the three story brick building is \$85,000 and stated that this could be of benefit to them and will provide them with some additional information.

REVIEW 2011 CLG ANNUAL REPORT: The members reviewed the 2011 CLG annual report and will provide their training information for inclusion. It was the consensus to forward the report to Borough Council for their approval prior to submission to the State.

OTHER BUSINESS: Chairman Lainhoff stated that Henry Miller submitted an apology letter for the manner in which he was addressed at the December 13, 2011 Borough Council meeting.

111 EAST MAIN STREET: Alternative suggestions were discussed regarding ways that the HARB could assist the owners of 111 East Main Street in bringing their property up to the standards required by the Borough's Building Maintenance Ordinance. Board members will explore these options further and Chairman Lainhoff will discuss them with the property owners before our February meeting.

11 EAST MAIN STREET: Chairman Lainhoff reported that the new tenant for 11 East Main Street contacted the Borough Office regarding transferring her approved sign from 19 East Main Street to the existing brackets at 11 East Main Street. He reported that the staff decided and advised the tenant that the approved sign could be moved to their new location.

PRESERVATION TRUST NOMINATION: Len Ferber made a motion to nominate Tom and Chris Lainhoff for a Preservation Trust award for their restoration work on the Shroy House, 126 East Main Street and for their work in progress at 120 East Main Street, noting that we are extremely satisfied with their work. Steve VanOrmer seconded the motion. Motion carried with members Ferber, Johnson, Kaufman, Measel and VanOrmer casting assenting votes. Members Tom Lainhoff and Chris Lainhoff abstained from voting.

Members from the board offered to assist Christine Drennen in the preparation of the paperwork for the nomination.

8-10 EAST MAIN STREET: Chairman Lainhoff stated that there are broken front windows, sash that needs to be repaired and broken spouting at 8-10 East Main Street. Christine Drennen was asked to contact the owner.

12 WEST MAIN STREET: Chairman Lainhoff reported that they installed a shiny waterproof coating on the west side of this brick house and that the work was done without a permit. He stated that he was concerned that when the waterproofing deteriorates that water will freeze and break the bricks apart and asked that this matter be discussed at the next meeting.

PUBLIC COMMENT: None.

ADJOURNMENT: Dale Kaufman made a motion, seconded by David Measel and passed unanimously to adjourn the meeting at 9:10 pm.

Respectfully submitted,

Christine D. Drennen
Administrative Assistant

**HISTORIC ARCHITECTURAL REVIEW BOARD
MINUTES
THURSDAY, FEBRUARY 23, 2012**

Members Present: Tom Lainhoff Len Ferber
 Chris Lainhoff H. Dale Kaufman
 David Measel Beth Johnson

Others Present: Christine Drennen, Administrative Assistant
 Sue Stirba

CALL TO ORDER AND PLEDGE TO THE FLAG: The meeting was called to order at 7:15 P.M. by Tom Lainhoff, followed by the salute to the flag. It was announced that the meeting was being audiotaped to assist in the preparation of the minutes. Tom Lainhoff stated that the HARB recommendations from this meeting will be voted upon at the next Borough Council meeting which is scheduled for March 13, 2012.

PUBLIC COMMENT: None.

MINUTES OF JANUARY 26, 2012: Len Ferber made a motion, seconded by Dale Kaufman and passed unanimously to approve the minutes of the January 26, 2012 meeting as printed.

2 WEST MAIN ST – Sign: Sue Stirba, new tenant for an antiques shop at 2 West Main Street, was in attendance and reviewed her application for a sign. She stated that she would like to amend her application to be for a wooden sign that will be painted. She stated that the sign will go over her front door on West Main Street.

Dale Kaufman made a motion, seconded by Chris Lainhoff and passed unanimously to recommend Borough Council approve Sue Stirba's application for a sign at 2 West Main Street as amended, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

OTHER BUSINESS:

PROPOSED PUC GAS METER REGULATION CHANGE: Tom Lainhoff prepared a response regarding the proposed PUC gas meter regulation change and it was reviewed by the members. Dale Kaufman made a motion, seconded by Beth Johnson and passed unanimously to approve the proposed PUC gas meter regulation response letter with the grammatical changes as noted for Borough Council's consideration to be forwarded to the PUC.

111 EAST MAIN STREET: Tom Lainhoff stated that he talked to the property owner about the possibility of a service project for necessary repairs to the property and they stated that they would cooperate. Len Ferber stated that a licensed contractor would need to oversee the work and Tom Lainhoff stated that he would be willing to fill that position. The uniqueness of the needs of the tenant and property owners was discussed.

Len Ferber made a motion to approach Council to request to allow HARB to lead a community project for repairs to 111 East Main Street. Dave Measel seconded the motion. Motion carried with members Tom Lainhoff, Chris Lainhoff, Ferber, Kaufman and Measel casting assenting votes. Member Johnson cast a dissenting vote because she was not in favor of the precedence it would set.

Christine Drennen was asked to investigate the CLG Grant requirements and if those funds could be applied to such a project.

Dale Kaufman asked if the owners had investigated a Strasburg Restoration & Preservation loan to which Tom Lainhoff replied that there are low interest loan funds available and that he would discuss those options with the property owner.

8-10 EAST MAIN STREET: Christine Drennen reported that she contacted the property owner about the broken windows, broken sash and missing downspout on February 6, 2012 and the property owner indicated that he had a contractor in the area that day and would have him complete the repairs. Tom Lainhoff stated that as of today the repairs have not yet been made. It was the consensus of the members to have Christine Drennen send the property owner a letter notifying him of the necessary repairs and to provide photographs of the building.

PROPERTY MAINTENANCE ORDINANCE: Len Ferber reported that the Borough is considering adopting the Property Maintenance Code and had some concerns. Tom Lainhoff stated that the code needed to be applied appropriately to Historic properties. Dale Kaufman stated that he thought it was a good idea and recommended the Borough implement the ordinance requiring regular inspections rather than having it be on a complaint basis, which puts neighbor verses neighbor.

PUBLIC COMMENT: None.

ADJOURNMENT: Dale Kaufman made a motion, seconded by Beth Johnson and passed unanimously to adjourn the meeting at 7:55 pm.

Respectfully submitted,

Christine D. Drennen
Administrative Assistant

March 22, 2012 – Meeting Canceled

**HISTORIC ARCHITECTURAL REVIEW BOARD
MINUTES
THURSDAY, APRIL 26, 2012**

Members Present: Tom Lainhoff Len Ferber
 Chris Lainhoff H. Dale Kaufman
 David Measel Beth Johnson
 Steve VanOrmer

Others Present: Michelle Kime Liz Marvin
 Glenn Nolt

CALL TO ORDER AND PLEDGE TO THE FLAG: The meeting was called to order at 7:15 P.M. by Tom Lainhoff, followed by the salute to the flag. It was announced that the meeting was being audiotaped to assist in the preparation of the minutes. Tom Lainhoff stated that the HARB recommendations from this meeting will be voted upon at the next Borough Council meeting which is scheduled for May 8, 2012.

PUBLIC COMMENT: None.

MINUTES OF FEBRUARY 23, 2012: Len Ferber made a motion, seconded by David Measel and passed unanimously to approve the minutes of the February 23, 2012 meeting as printed.

15-17 SOUTH DECATUR ST – Recoat standing seam metal roof or replace roof: Glenn Nolt, property owner, was in attendance and stated that he purchased a sample of the rubber coating material and applied a sample area on the rear of his house but he did not like the color because it was too pink and he wanted a more reddish color. He tried to have the color changed at a paint store but they were unable to change the color regardless of how much brown they added. Mr. Nolt stated that he liked the painting option and would like to consider other darker colors such as brown, red or green. Mr. Nolt's second option if he cannot locate a coating color he likes would be to install Tamko asphalt dimensional shingles to match the garage. Mr. Nolt added that he was considering a third option of a cedar roof. Tom Lainhoff stated that a cedar roof is possible for the main house but that the porch roof does not have enough slope on it for a cedar roof. After brief discussion, Mr. Nolt stated that his first preference is to coat the existing metal roof and noted that the coating carries a lifetime guarantee.

Chris Lainhoff made a motion, seconded by Dale Kaufman and passed unanimously to recommend Borough Council approve Glenn Nolt's application for 15-17 South Decatur Street as amended, to repaint the existing metal roof using a GACO Western paint in a darker muted color such as brown, red or green which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

21 WEST MAIN ST – Sign and lettering for windows: Liz Marvin and Michelle Kime, new tenants an upscale clothing consignment shop at 21 West Main Street, were in attendance and reviewed their sign application. Ms. Marvin stated that she had an existing sign but based on information received from the Zoning Officer, they have decided not to pursue the hanging sign but rather a painted sign on the windows and an open flag. Chris Lainhoff stated that the Borough Office can check with the Zoning Officer regarding the information he gave her about sign regulations.

Chris Lainhoff made a motion, seconded by Len Ferber and passed unanimously to recommend Borough Council approve Liz Marvin's application for a sign and/or window lettering at 21 West Main Street as submitted, subject to Zoning approval, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

DISCUSS POSSIBILITY OF CHANGING MONTHLY MEETING DATE: Tom Lainhoff stated that this item is an item that was originally discussed at the March 29, 2012 Joint Borough Council/HARB meeting and would be to reduce the amount of waiting time for Borough Council final approval to HARB recommendations. Tom Lainhoff stated that he has discussed the matter with Christine Drennen and Lisa Boyd and if HARB meets the Thursday before a Council meeting, it does not allow enough time to prepare all of the necessary paperwork and allow the applicant to request to be on the Council agenda if they disagree with HARB's recommendation. It was suggested to meet the first Tuesday of each month because Council meets the second Tuesday of each month and that the meeting room is available. Tom Lainhoff added that since the HARB meetings are already advertised for 2012 and it is costly to readvertise the meetings that any meeting change would be put into effect at the beginning of 2013. The possibility of changing the start time was also briefly discussed. It was the consensus to vote on this matter at next month's meeting.

OTHER BUSINESS: Chris Lainhoff reported that the Borough office received two complaints for work being done in the Historic District without a permit. He stated that pictures are available for the garage doors at 308 Miller Street and they are the same and that no changes were made. The second complaint was that replacement windows were installed in the small barn to the rear of 15 Miller Street. Based on available photographs, it appears that wooden sash was replaced with what appears to be vinyl sash and that no application was submitted. Christine Drennen was asked to contact the property owner and ask them to attend the next meeting.

PUBLIC COMMENT: None.

ADJOURNMENT: Dale Kaufman made a motion, seconded by Len Ferber and passed unanimously to adjourn the meeting.

Respectfully submitted,

Christine D. Drennen
Administrative Assistant

just between the panes of glass that if you stand across the street it looks like a sheet of glass and not divided light. Chris Lainhoff asked Mr. Heiser if he would be willing to have the application tabled to allow them to research other window options to which Mr. Heiser agreed, adding that he would like the windows installed by September.

Chris Lainhoff made a motion, seconded by Len Ferber and passed unanimously to table the application of Don Heiser for replacement windows at 103 West Main Street to allow time to research other window options, which was agreeable by the applicant.

212 MILLER ST – Change paint color of shutters: Dan and Steph Kulp, property owners of 212 Miller Street, submitted an application to change the paint color of their shutters to a forest green color and submitted a paint sample.

Len Ferber made a motion, seconded by Beth Johnson and passed unanimously to recommend Borough Council approve Dan and Steph Kulp's application for 212 Miller Street as submitted to change their front window shutter color to forest green as provided on the sample, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

112 WEST MAIN ST – Remove windows from east façade of previously approved addition: Dennis Peters, contractor for the property owners at 112 West Main Street, was in attendance and stated that they received Zoning Hearing approval Monday evening to construct the addition closer to the side property line. He stated that he is at this meeting because the property owner changed their mind and no longer want the two windows that are in closets that were previously approved for the addition on the right side and want to save the \$600.00 cost of those windows.

Chris Lainhoff stated that he is concerned that removing the windows goes against the National Park Service Standard #9 which states that new work shall be different from old but compatible with size, massing and window balance. He is concerned with the expanse of siding and that HARB tries to avoid approving blank walls.

Chris Lainhoff added that they were concerned with the vines growing on the home because they can damage the structure and Mr. Peters stated that he would pass that information onto the homeowner.

Len Ferber stated that he would be more concerned if the wall were longer. David Measel stated that if the property were his that he would install the windows for balance but he is ok with it if the owners do not want to install them.

Chris Lainhoff made a motion to recommend Borough Council deny James Lane's application for 112 West Main Street to remove the two windows that were previously approved because including the windows is in better fitting with the Standards and our Ordinance. Beth Johnson seconded the motion. Motion carried with members Chris Lainhoff, Beth Johnson and Tom Lainhoff casting assenting votes. Members Len Ferber and David Measel voted against the motion with member Len Ferber stating that he believed that the design of the overall addition is nice and does not believe deleting two windows goes against balance. Member Tom Lainhoff stated that he believed the change in the design will detract from the design as originally approved and the original approval was in better conformance with the Standards.

213 MILLER ST – Pool: Doug and Toni Williams, property owners of 213 Miller Street, were in attendance and reviewed their application to install an above ground 24' diameter by 52" high

pool. Chris Lainhoff asked if they were planning to install a fence to which Mr. Williams stated that a fence was not necessary as long as the sides of the pool were at least 4' high and if the ladder is removable. Chris Lainhoff suggested that they could consider installing a section of fence for privacy similar to the other section of fence they have near their side door.

Chris Lainhoff made a motion, seconded by David Measel and passed unanimously to recommend Borough Council approve Doug and Toni Williams' application for 213 Miller Street as submitted to install a 24' diameter by 52" high above ground pool which will be located at the back of their property, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 10.

DISCUSS POSSIBILITY OF CHANGING MONTHLY MEETING DATE: Tom Lainhoff stated that this was discussed at last month's meeting to consider changing the HARB monthly meeting date to the first Tuesday of each month beginning in January 2013 to reduce the amount of time between the HARB and Council meetings for an application to receive approval. It was stated that we are keeping the meeting dates as previously advertised for the remainder of 2012 because of the cost to readvertise the meetings. Tom Lainhoff also suggested changing the meeting start time beginning in 2013 to 7:30 p.m. and that was agreed by the members.

Tom Lainhoff made a motion, seconded by Len Ferber and passed unanimously to change the HARB meeting to the first Tuesday of each month beginning at 7:30 p.m. and to make that change effective January 2013.

OTHER BUSINESS: Chris Lainhoff stated that some cleanup at 54 West Main Street has begun since it was taken over by the bank but noted that there are still items that needed to be addressed including the vines on the building (which can cause severe damage), a shutter needs to be repaired before it falls off and there is rotten cornice woodwork. It was also noted that a Council member reported at there are squirrels getting into the house. Chris Lainhoff made a motion, seconded by Len Ferber and passed unanimously to have the staff send a letter to the bank advising them of the necessary improvements at 54 West Main Street and to offer that representatives from HARB would be willing to meet with bank representatives to discuss the work.

Christine Drennen reported that HARB had made a motion in January 2012 to nominate Tom Lainhoff and Chris Lainhoff for their historic preservation work in progress. However, after review of the Preservation PA and Historic Preservation Trust applications, it was discovered that nominations need to be for completed projects only so an application will be submitted in the future when the projects are completed.

PUBLIC COMMENT: None.

ADJOURNMENT: Chris Lainhoff made a motion, seconded by Len Ferber and passed unanimously to adjourn the meeting at 8:20 p.m.

Respectfully submitted,

Christine D. Drennen, Administrative Assistant

**HISTORIC ARCHITECTURAL REVIEW BOARD
MINUTES
THURSDAY, JUNE 28, 2012**

Members Present: Tom Lainhoff Len Ferber Chris Lainhoff
 Beth Johnson Dale Kaufman

Others Present: Christine Drennen, Admin. Asst.
 Don Heiser

CALL TO ORDER AND PLEDGE TO THE FLAG: The meeting was called to order at 7:15 P.M. by Chairman Tom Lainhoff, followed by the salute to the flag. It was announced that the meeting was being audiotaped to assist in the preparation of the minutes. Tom Lainhoff stated that the HARB recommendations from this meeting will be voted upon at the next Borough Council meeting which is scheduled for July 10, 2012. Christine Drennen stated that David Measel had previously notified the office that he was unable to attend the meeting.

PUBLIC COMMENT: None.

MINUTES OF MAY 24, 2012: Len Ferber made a motion, seconded by Chris Lainhoff and passed unanimously to approve the minutes of the May 24, 2012 meeting as printed.

103 WEST MAIN STREET – Replace existing capped wood windows on South and West sides with vinyl replacement windows and change color from brown to white: Chris Lainhoff stated that he called around to replacement window companies and was unable to locate a brown vinyl replacement window but was able to locate a brown aluminum replacement window. He apologized that he did not provide this information to the applicant prior to this meeting.

Don Heiser stated that he wanted to clarify his application because it says that the existing windows are capped and clarified that only the exterior frame is capped and that he intends to leave that capping on.

Chris Lainhoff stated that HARB has not been approving the type of window Mr. Heiser is proposing to use and added that he realized the building was remodeled in 1964 prior to Mr. Heiser's ownership of the building. Chris Lainhoff added that our ordinance tells us to respect the changes that are made and to keep the changes in place if the building is not being restored. He also said that HARB would want divided light windows and that Mr. Heiser is proposing to only have a grid between the glass, which would make the window look like a full sheet of glass instead of having the divided lights.

The number of windows that need to be replaced in the building was discussed and Don Heiser stated that there are approximately 70 windows in 101-103 West Main Street and that approximately 50 have already been replaced and he is seeking approval to replace the remaining windows. Chris Lainhoff stated that the remaining windows he wants to replace are the most highly visible windows from the roadway, 12 on the side and 11 on the front. He added that regarding windows that are visible from the street, during the 1964 renovation that 5 windows were replaced on the front of 101 West Main Street as well as the east side and this application is to address the remaining 23 windows that are highly visible from the street.

Dale Kaufman stated that he would want divided lights on the windows and that the Board has approved simulated divided lights in the past which is a mullion applied to the outside and inside as well as the divider between the glass. He also suggested that installing storm windows would be more efficient and come in any color.

Don Heiser stated that the existing wooden windows are rotten and need to be replaced and that he is looking to apply for a rebate for purchasing energy efficient windows and that in order to qualify for the rebate, he needs to purchase the windows by June 30, 2012, and that storm windows would not qualify for the rebate. Mr. Heiser provided brochures of Harvey windows, the Majesty and the Classic. Discussion regarding the replacement windows continued and it was clarified that the Harvey Majesty window is a wood window that is clad in aluminum which comes in many colors, including a chocolate brown color. The Harvey Classic window is a vinyl replacement window that is also available in a chocolate brown color and that the color is throughout the vinyl. Mr. Heiser stated that he has used the Harvey Majesty window in the past and that his experience is that if the window is opened and closed a lot that the aluminum comes off and needs to be repaired.

Chris Lainhoff noted that none of the existing windows are original to the construction of the building and that all are part of a remodel. Chris Lainhoff asked Mr. Heiser if he were permitted to use brown aluminum clad windows with mullions (simulated divided lights) on the outside, inside and between the glass if Mr. Heiser would agree if such a motion were made. Mr. Heiser stated that he would be willing to agree with such a motion but that he is not sure what his partner would say and that he preferred only the divider between the glass.

Steve VanOrmer asked Mr. Heiser since he is getting a rebate towards the purchase of the windows, would he be willing to consider a window upgrade for a better appearance? Mr. Heiser stated that the window he originally proposed compared to the Harvey Majesty is already \$100 more per window and added that the dividers will cost even more.

Steve VanOrmer stated that the Board previously approved the Harvey Majesty replacement windows with simulated divided lights for 251 Miller Street and added that they have a good street appeal. Don Heiser stated that he could consider that window.

Chris Lainhoff made a motion to recommend Borough Council accept the application of Orlena Heiser for 103 West Main Street and to allow the installation of 11 windows on the front and 12 windows on the West Side in Harvey Majesty replacement windows in the color bronze with simulated divided lights which is a mullion grid on the outside, inside and in between the glass, with the divided light configuration to match the existing windows regarding the number of panes of glass, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9. Len Ferber seconded the motion. Discussion on the motion was called.

Dale Kaufman stated that Lezzer Lumber on Marietta Avenue carries a window he recently became familiar with which is a fibrex window and made by Anderson Window. He stated that it looks like wood and has a baked on enamel finish and has simulated divided lights and is available in many colors, he asked if Mr. Heiser would want to consider this window as an alternative and price compare. Dale Kaufman proposed an amendment to the motion to include the Anderson Fibrex window as an alternative. Following discussion, Dale Kaufman withdrew his amendment motion.

Chris Lainhoff offered an amendment to the motion to include any simulated divided light window manufactured by any maker that is comparable to the Harvey Majesty window in bronze

(color to match existing brown windows on the front of 101 West Main Street), to allow the applicant to shop around to other manufacturers for price comparison. Dale Kaufman seconded the motion. Amendment motion failed with member Kaufman casting an assenting vote and members Tom Lainhoff, VanOrmer, Johnson, Chris Lainhoff and Ferber casting dissenting votes with member Ferber stating because he wants to review the manufacturer and specific line of window chosen and because he is unfamiliar with the fibrex material.

Len Ferber made a motion, seconded by Beth Johnson and passed unanimously to recommend Borough Council approve the application of Orlena Heiser for 103 West Main Street, to allow them to replace 23 windows using the applicant's submitted brochure for a Harvey Majesty replacement window line which is a wood window clad in metal in the bronze color or a comparable wood frame window of the same quality with a metal frame in bronze as long as it is comparable to the Harvey Majesty line, simulated divided lights, and matching the existing window pane configuration, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

Dale Kaufman stated that Lancaster City's HARB only approves wooden windows and does approve windows with a baked on finish and provided a listing of the windows they approve for our information.

39 EAST MAIN ST – Remove aluminum siding to reveal original wood shingles: Tom Lainhoff stated that the applicants contacted him prior to the meeting and advised that they were unable to attend the meeting. Tom Lainhoff agreed to represent them for the application. Tom Lainhoff recused himself from the seat of Chairman and turned the meeting over to the Vice Chair, Len Ferber.

Tom Lainhoff stated that they intend to begin this project as an exploratory project and remove the aluminum siding to reveal the original wood shingles on the rear and under the inset side porch.

Chris Lainhoff made a motion to recommend Borough Council approve the application for Frank and Elizabeth Morris for 39 East Main Street to remove the aluminum siding from the second floor and attic area of the house to reveal the painted shingle siding and to also approve any necessary in-kind repairs associated with the project, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 6. Motion carried with members Ferber, Chris Lainhoff, Johnson and Kaufman casting assenting votes. Member Tom Lainhoff abstained from voting because he was representing the applicant.

Len Ferber turned the Chair back over to Tom Lainhoff.

OTHER BUSINESS: Chris Lainhoff stated that he believed the Board needs to discuss the replacement window matter and have a standard of what would be acceptable. Dale Kaufman stated that he will contact window companies and obtain samples. It was the consensus to have this matter on a future agenda.

111 East Main Street – Christine Drennen reported that a formal zoning complaint was filed and the Zoning Officer was out and obtained photographs to prepare to send a violation notice but it was not yet sent because we were just notified that a local church plans on taking on the project and begin the work soon.

6 East Main Street – Christine Drennen reported that 6 East Main Street recently submitted architecturally sealed plans for the permanent hand railing.

54 West Main Street – Christine Drennen reported that the Zoning Officer issued an enforcement notice.

Tom Lainhoff stated that there has been a lot of information in the newspaper recently regarding property maintenance.

Len Ferber asked about a fence that is being removed between the Strasburg Family Eye Care and 213 West Main Street. Christine Drennen was asked to check into that to see which property the fence is on.

PUBLIC COMMENT: None.

ADJOURNMENT: Len Ferber made a motion, seconded by Chris Lainhoff and passed unanimously to adjourn the meeting at 8:40 P.M.

Respectfully Submitted,

Christine D. Drennen
Administrative Assistant

July 26, 2012 – Meeting Canceled

**HISTORIC ARCHITECTURAL REVIEW BOARD
MINUTES
THURSDAY, AUGUST 23, 2012**

Members Present: Tom Lainhoff Beth Johnson Dale Kaufman
Steve VanOrmer

Others Present: Christine Drennen, Admin. Asst.
Steve Echternach

CALL TO ORDER AND PLEDGE TO THE FLAG: The meeting was called to order at 7:15 P.M. by Chairman Tom Lainhoff, followed by the salute to the flag. It was announced that the meeting was being audiotaped to assist in the preparation of the minutes. Tom Lainhoff stated that the HARB recommendations from this meeting will be voted on at the next Borough Council meeting which is scheduled for September 11, 2012. Christine Drennen stated that Len Ferber and Chris Lainhoff had previously notified the office that they were unable to attend the meeting.

PUBLIC COMMENT: None.

MINUTES OF JUNE 28, 2012: Dale Kaufman made a motion, seconded by Beth Johnson and passed unanimously to approve the minutes of the June 28, 2012 meeting as printed.

24-26 SOUTH DECATUR ST – Repaint different color: Steve Echternach was in attendance and stated that he intended to repaint the same color and had his painter begin using some primer he had on hand that was used for another property. When the painter tried to reapply the original color white paint over the primer, the tan colored primer was still visible and would have required him to apply multiple coats of white paint to cover the tan primer. After seeing the tan color on the building, he decided he liked the historic tan color and is applying to change the window frame color to Glidden Historic Tan (which is the same as on 16/18 South Decatur Street), and to keep the other paint colors the same (window sashes white and the shutters black).

Steve VanOrmer made a motion, seconded by Beth Johnson and passed unanimously to recommend Borough Council accept the application of Steve Echternach as submitted for 24/26 South Decatur Street to change the window frame paint color to Glidden Historic Tan, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

Steve Echternach asked the Board to consider a pre-approved painting palette.

Discuss Pre-Approvd Paint Color Palette: As requested, the Board discussed the possibility of establishing a pre-approved paint color palette. Options for a pre-approved paint color palette discussed included having a photo book showing painting schemes of good examples of colors to use for specific types of houses or using specific companies' historic paint brochures. Dale Kaufman stated that another alternative was to not regulate paint color. This matter will be discussed again at the next meeting.

120 EAST MAIN ST – Restore gable end siding above attic floor levels and pent eaves: In light of member absenses, Tom Lainhoff withdrew his application and will have it considered at next month's meeting.

OTHER BUSINESS:

Replacement Windows Discussion: Following Lancaster City's policy, Tom Lainhoff suggested proposing a flat blanket statement that the Board will not approve replacement windows for existing good quality windows or original windows with vinyl clad, aluminum clad or composition windows. He added that the first recommendation for windows should be to have them repaired. If the windows are beyond repair, the Board should develop a list of different types of wooden replacement windows could be considered.

PUBLIC COMMENT: None.

ADJOURNMENT: Dale Kaufman made a motion, seconded by Beth Johnson and passed unanimously to adjourn the meeting at 8:30 P.M.

Respectfully Submitted,

Christine D. Drennen
Administrative Assistant

**HISTORIC ARCHITECTURAL REVIEW BOARD
MINUTES
THURSDAY, SEPTEMBER 27, 2012**

Members Present: Tom Lainhoff (7:17 pm) Beth Johnson Dale Kaufman
Len Ferber Chris Lainhoff (7:17 pm) Dave Measel

Others Present: Christine Drennen, Admin. Asst. Derric Krout
Mark Combs Adam Rothfus
Dean Krout Diane Krout
Toni Williams Doug Williams
Florence Hoogerwerff Eric Fry
Christine Fry Amy Keller
Stephanie Eshleman

CALL TO ORDER AND PLEDGE TO THE FLAG: The meeting was called to order at 7:15 P.M. by Vice Chairman Len Ferber, followed by the salute to the flag. It was announced that the meeting was being audiotaped to assist in the preparation of the minutes. Tom Lainhoff stated that the HARB recommendations from this meeting will be voted on at the next Borough Council meeting which is scheduled for October 9, 2012.

PUBLIC COMMENT: None.

MINUTES OF AUGUST 23, 2012: Beth Johnson made a motion to approve the minutes of the August 23, 2012 meeting as printed. Dale Kaufman seconded the motion. Motion carried with members Tom Lainhoff, Johnson and Kaufman casting assenting votes. Members Measel, Ferber and Chris Lainhoff abstained from voting because they were not in attendance at that meeting.

210 MILLER – Flagstone porch: Adam Rothfus, owner of 210 Miller Street, was in attendance and stated that he wanted to install a flagstone porch and to amend his application to include a request to repaint the shutters and front door Olympia paint color Walnut Grove.

Len Ferber made a motion, seconded by Dave Measel and passed unanimously to recommend Borough Council accept the amended application of Adam & Kara Rothfus, owners of 210 Miller Street, to change the paint color of the door and shutters to Olympia paint Walnut Grove and to install a flagstone porch and steps to be constructed of Pinnacle Stone Products LLC's Brandywine Ledge stone as submitted, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

129 EAST MAIN ST – Replace tin on porch roof, replace spouting, replace tin on barn roof: Derric Krout was in attendance and reviewed his application to 1) install a standing seam tin roof on his porch roof, 2) replace barn tin roof on barn, and 3) replace existing K style spouting on his house in a different color.

Chris Lainhoff stated that for the porch roof, because of the hips, the installer can install one of three ways which include a wide capped corner, a smaller capped corner or seam the tin around the corner and suggests either the smaller cap or seamed, to which Mr. Krout agreed would look the best.

Chris Lainhoff made a motion, seconded by Beth Johnson and passed unanimously to recommend Borough Council accept the application of Derric Krout for 129 East Main Street to

replace the tin on the barn roof with Everlast roofing bronze barn tin, replace the tin on the front porch roof with burnished slate standing seam roof and to replace the existing K style gutters with K style gutters in a taratone color as submitted, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

127 EAST MAIN ST – Open sided shed to park recreational vehicle under: Mark Combs, owner of 127 East Main Street, was in attendance along with his contractor, Derric Krout, and they reviewed the application to install a tin roof on an open shed they are building to park a recreational vehicle under. Mr. Combs stated that the shed is not permanent because he intends to renovate the barn in the future and that he just wanted something to park his recreational vehicle under until the barn renovation project is completed. The color of the roof was discussed and Mr. Combs stated that he would like a Synergy metal roof color 127 Red.

Len Ferber made a motion, seconded by Beth Johnson and passed unanimously to recommend Borough Council accept the application of Mark Combs, owner of 127 East Main Street, to install a metal Synergy 127 red roof on the open shed, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

213 MILLER ST – Cap all window frames in poly coated aluminum, same color: Douglas and Toni Williams, owners of 213 Miller Street, were in attendance and stated that they wanted to cap all of their window frames in poly coated aluminum so they don't have to paint them. Tom Lainhoff stated that this type of request has not been previously approved. Mr. Williams stated that he looked and there are 13 other houses with capped windows and asked how they obtained permission. Chris Lainhoff stated that capping wooden windows has not been permitted and if there are aluminum capped windows that they were either done prior to the Historic District or the work was done without a permit and attempted to explain why capping wooden windows was not permitted. Chris Lainhoff added that if work is seen being done in the Historic District without a permit, a call is placed to the Borough Office who then comes out and issues a stop work order until proper permits are obtained.

Mr. Williams stated that he would just do the work without asking for a permit and both he and Mrs. Williams left the meeting.

Tom Lainhoff stated that he wished Mr. & Mrs. Williams would have stayed to discuss the request because he would have informed them that capping wooden windows can allow moisture to get behind the aluminum and then rot the wood.

Tom Lainhoff made a motion, seconded by Chris Lainhoff and passed unanimously to table the application of Douglas and Toni Williams until such time that they want to come back to a meeting to discuss their request because they left the meeting prior to the application being discussed.

Dale Kaufman stated that he believes their windows are in good condition and noted that they are protected by an overhang. He added that this is a very well preserved house.

Chris Lainhoff noted that he recalled one previous application being denied to aluminum cap wooden windows when they came to a meeting after being issued a stop work order.

117 EAST MAIN ST – Change color of front exterior doors: Eric and Christine Fry, owners of 117 East Main Street, were in attendance and stated that they wanted to change the paint color on their front doors to a Valspar burgundy red paint color.

Chris Lainhoff made a motion, seconded by Len Ferber and passed unanimously to recommend Borough Council accept the application of Eric and Christine Fry, owners of 117 East Main Street, to change the paint color of the front doors to Valspar burgundy red, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

318 & 320 MILLER ST – Storm doors: Florence Hoogerwerff, owner of 320 Miller Street, was in attendance to review the joint application with her adjoining neighbor, Larry and Susan Royer at 318 Miller Street, to install matching wooden storm doors. She provided a picture of the storm door, which she stated will be made from Spanish Cedar and is a wooden door with 15 light glass panes, which they will paint to match the same color as their existing doors.

Len Ferber made a motion, seconded by Chris Lainhoff and passed unanimously to recommend Borough Council accept the application of Larry & Susan Royer and John & Florence Hoogerwerff of 318 and 320 Miller Street, respectively, to install wooden 15 light storm doors as submitted which will be painted to match the existing doors, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

Florence Hoogerwerff noted that when she moved into her house that the windows on the back of the house were capped in aluminum and that they were infested with termites and bugs and that it was a lot of work to repair the damage. She added that she was glad that the board did not grant permission to cap wooden windows because of the damage that it causes.

20 WEST MAIN ST – Replace window on second story: Amy Keller, owner of 20 West Main Street, was in attendance and reviewed her application to replace one bad window on the second story on the west gable.

Tom Lainhoff stated that after last year's meeting when she applied for a similar request, he and Chris Lainhoff visited the site at the owner's request. He stated that they opened some of the windows that her painter had painted shut and that the Board recommended her to install storm windows. Tom Lainhoff noted that when he went to her barber shop to have his hair cut recently that he noticed that the painter had again painted the windows shut to which Ms. Keller agreed did occur. Tom Lainhoff stated that HARB has not previously approved vinyl replacement windows.

Tom Lainhoff stated that at a recent Central Pennsylvania Preservation Society meeting, he saw a presentation for interior or exterior storm windows made by a local company that have a very slim profile and are either double or triple track and are operational and energy efficient. He stated that he talked to the manufacturer, Quanta Technologies, and the contractor price per storm window is \$100-\$125 per window for standard window sizes in most Strasburg homes.

Dale Kaufman stated that he installed triple track storm windows on his home and that because of the air space, they provide better insulation than replacement windows and that he has realized great energy savings. Tom Lainhoff added that a vinyl replacement window would need to be replaced again before the energy savings would be realized.

Chris Lainhoff noted that painting of the window frame would still need to be done if replacement windows were installed and noted that actually a little less painting would be needed if storm windows were installed because of the way they are mounted. He also noted that the seal around replacement windows is not always air tight. Chris Lainhoff stated that the windows that she has on the front of the house are in good condition and he recommends her installing storm windows as previously approved.

Dale Kaufman noted that Lancaster City and other Historic Districts do not allow vinyl replacement windows. He also stated that the value of homes in Strasburg is increased because they are in the Historic District.

Amy Keller stated that the only window she wished to apply for was the Harvey Classic vinyl replacement window, which is the same line that Borough Council previously approved for Don Heiser at 101-103 West Main Street.

Dale Kaufman made a motion, seconded by Beth Johnson and passed unanimously to recommend Borough Council deny the application of Amy Keller, owner of 20 West Main Street, for a replacement window on the second floor with a Harvey Classic vinyl replacement window but added that consideration would be given to approving a replacement wooden window, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 2.

The members explained to Ms. Keller that as a Historic Architectural Review Board, they have to vote and abide by the U.S. Department of the Interior National Park Service Standards for Rehabilitation.

120 EAST MAIN ST – Restore gable end siding above attic floor levels and pent eaves:

Tom Lainhoff stated that he and Chris Lainhoff are the contractors and Beth Johnson is the property owner for this application. Tom Lainhoff passed the chair over to Len Ferber.

Chris Lainhoff reviewed Beth Johnson's application for 120 East Main Street, stating that the siding will be vertical reused pine barn siding, tongue and grooved (not beaded). He reviewed the evidence for the pent eaves is that there is a series of notches that are far too close to be vertical studs for horizontal siding. The simple box cornice with 7" wide crown molding around the top and pent eaves will be replaced. They also plan to replace the gutter with half round galvanized steel, painted to match the trim (Congress Hall Red), as well as paint the cornice and siding above the pent eaves Congress Hall Red. He added that they will come back in the future to apply for cedar shingles.

Dale Kaufman made a motion to recommend Borough Council accept the application of Beth Johnson, owner of 120 East Main Street, to restore the gable end siding above the attic floor levels and pent eaves as described, as well as the half round gutters which will be painted Congress Hall Red and paint the cornice and siding Congress Hall Red, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 6. Dave Measel seconded the motion and motion carried with members Ferber, Measel and Kaufman casting assenting votes. Members Tom Lainhoff, Chris Lainhoff abstained from voting because they are the contractors and Beth Johnson abstained from voting because she is the applicant.

Len Ferber passed the chair back to Tom Lainhoff.

JANUARY 2013 MEETING DATE DISCUSSION: It was the consensus of the members that because of the meeting date conflict in January 2013 where the first Tuesday falls on New Years' Day that the January 2013 meeting be held on the first Thursday, and that precedence shall be set for all future holiday conflicts.

REPLACEMENT WINDOWS DISCUSSION: Dale Kaufman provided a list of windows that Lancaster City approves and noted that they only permit replacing wooden windows with

wooden windows. He added that their list specifically states that vinyl, aluminum-clad, vinyl-clad and composite replacement windows are not approved by HARB and that he recommends Strasburg's HARB to adopt the same policy. It was discussed that this would eliminate the previously-approved Harvey Majesty window, and it was agreed that because the exterior of that window is aluminum clad wood that it should also not be permitted.

Chris Lainhoff noted that the Board does not approve vinyl fences, plastic decking or vinyl siding (except in cases of in kind replacement) and that the same policy should be in place for windows.

Dale Kaufman noted that the replacement wooden windows come with a baked on enamel finish that is warranted for 15-20 years.

Dale Kaufman and Chris Lainhoff clarified that this policy does not endorse replacing existing wooden windows in good condition which should be repaired and not replaced. Dale Kaufman stated that repairing wooden windows in good condition is also Lancaster City's policy and read a write-up written by their Historic Preservation Specialist, Suzanne Stallings.

Chris Lainhoff made a motion, seconded by Dave Measel and passed unanimously to adopt Lancaster City's Historic District policy regarding replacement windows in that existing wood windows are to be retained whenever possible if they can be repaired and if they are deemed to be too deteriorated, they can be replaced with wooden windows (not vinyl, not vinyl clad, not aluminum clad and not composite replacement windows), and adopt the list of wooden window replacement supplier's list and while we are not limiting the use of only these contractors, that we will pass along the list of contractors who repair wooden windows to interested applicants.

Len Ferber stated that this policy follows the Secretary of the Interior's Standards for Rehabilitation as adopted by the National Park Service, of which HARB Boards are required to base their recommendations. Len Ferber specifically read from a section of the Standards regarding windows, which states it is not recommended to "Replace and entire window when repair of materials and limited replacement of deteriorated or missing parts are appropriate."

It was the consensus of the members to request to be placed on the Borough Council's October 9, 2012 agenda to explain the policy. Tom Lainhoff stated that he and Chris Lainhoff will be out of town for his daughter's wedding and are unable to attend the October 9, 2012 meeting. Dale Kaufman agreed to attend the meeting and present this information on HARB's behalf and other members were encouraged to attend.

PRE-APPROVED COLOR PALETTE DISCUSSION: It was the consensus to table this matter until a future meeting. Chris Lainhoff did state that such an amendment would require the ordinance to be rewritten, which would cost money to be advertised.

OTHER BUSINESS: Stephanie Eshleman asked when the green shutters on 116 East Main Street were going to be repainted the correct color. Christine Drennen stated that the office has contacted the owner previously regarding this matter and that it is our understanding that this property may be going to sheriff's sale in the near future.

Stephanie Eshleman also asked about the property at 105 East Main Street who installed a fence without obtaining a permit. This property owner was also previously contacted by the Borough Office but will be recontacted.

Tom Lainhoff asked if minutes were available for the Property Maintenance Committee, noting that he read about it in the Zoning Officer's report. Christine Drennen stated that she would check with the Borough Manager regarding this matter.

Chris Lainhoff stated that they met with the contractor who was repointing 115 West Main Street and he agreed to use the Pennsylvania Limeworks mortar as allowed by the in-kind permit. Chris Lainhoff added that this contractor did an excellent job while repointing and added that it was one of the best repointing jobs he has seen done in town. However, Chris reported, the contractor is not a masonry contractor but rather an art teacher who is the nephew of the homeowner.

Dale Kaufman suggested considering developing a list of masons who have done good repointing work to provide to interested property owners.

PUBLIC COMMENT: None.

ADJOURNMENT: Dale Kaufman made a motion, seconded by Dave Measel and passed unanimously to adjourn the meeting at 9:25 P.M.

Respectfully Submitted,

Christine D. Drennen
Administrative Assistant

October 18, 2012 – Meeting Canceled

**HISTORIC ARCHITECTURAL REVIEW BOARD
MINUTES
THURSDAY, NOVEMBER 15, 2012**

Members Present: Tom Lainhoff Beth Johnson
 Len Ferber Chris Lainhoff

Others Present: Bruce Ryder Andrew Nauman

CALL TO ORDER AND PLEDGE TO THE FLAG: The meeting was called to order at 7:15 P.M. by Chairman Tom Lainhoff, followed by the salute to the flag. It was announced that the meeting was being audiotaped to assist in the preparation of the minutes. Tom Lainhoff stated that the HARB recommendations from this meeting will be voted on at the next Borough Council meeting which is scheduled for December 11, 2012. Tom Lainhoff announced that Steve VanOrmer had previously notified the office that he would be unable to attend the meeting due to a scheduled medical procedure.

PUBLIC COMMENT: Bruce Ryder stated that he was concerned with a limited pre-approved color palette because years ago he lived in Florin and a local paint contractor there used the same shade of blue on many houses which he didn't want to happen in Strasburg. He suggested that a wider color palette with several shades be considered. Tom Lainhoff stated that his desire was to simplify the process by creating a color photograph notebook of a dozen or more nicely painted houses in Strasburg which lists the paint colors for people to see appropriate color combinations. Mr. Ryder stated that an odd paint color combination but is not a permanent change. Tom Lainhoff added that paint on a surface is better than an unpainted surface.

MINUTES OF SEPTEMBER 27, 2012: Len Ferber made a motion, seconded by Chris Lainhoff and passed unanimously to approve the minutes of the September 27, 2012 meeting as printed.

43 EAST MAIN ST – Fence: Andrew Nauman, owner of 43 East Main Street, was in attendance and reviewed his application for a picket fence. Tom Lainhoff stated that it is suggested that the fence be painted.

Chris Lainhoff made a motion, seconded by Beth Johnson and passed unanimously to recommend Borough Council accept the application of Andrew and Shelby Nauman, owners of 43 East Main Street, for the installation of a 4' high gothic style picket fence around their property as submitted, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

124 SOUTH DECATUR ST – Reinstall original shutters, remove asbestos siding, remove exterior storm windows and install interior storm windows, remove storm door: Tom Lainhoff stated that because they are the contractors of record for this project, even though they are not a fiduciary interest, they are tabling this application until the next meeting.

120 EAST MAIN ST – Replace current fiberglass roof with cedar and install wooden shutters on the first floor windows: Tom Lainhoff stated that because they are the contractors of record for this project and Beth Johnson is the owner, they are tabling this application until the next meeting.

PRE-APPROVED COLOR PALETTE DISCUSSION: Chris Lainhoff noted that beginning in 2013 that HARB is changing its meeting date to reduce the amount of time between

application and approval. However, he is still in favor of seeing if an amendment could be made to the ordinance to allow a project to begin if the owner agreed with HARB's recommendation rather than having to wait for Borough Council's approval.

Another concern Chris Lainhoff expressed was if a color palette were pre-approved that a property owner could utilize the pre-approved colors and paint polka dots or a design on their house. Tom Lainhoff again suggested having photographs of properties showing appropriate color schemes.

Tom Lainhoff asked if Borough Council could advise if they would be willing to spend money to amend the ordinance to create the pre-approved paint color palette and/or to change the approval process.

OTHER BUSINESS: None

PUBLIC COMMENT: None.

ADJOURNMENT: Len Ferber made a motion, seconded by Beth Johnson and passed unanimously to adjourn the meeting.

Respectfully Submitted,

Christine D. Drennen
Administrative Assistant

**HISTORIC ARCHITECTURAL REVIEW BOARD
MINUTES
THURSDAY, DECEMBER 20, 2012**

Members Present: Tom Lainhoff Beth Johnson Steve VanOrmer
 Len Ferber Chris Lainhoff Dave Measel
 Dale Kaufman

Others Present: Scott Johnson

CALL TO ORDER AND PLEDGE TO THE FLAG: The meeting was called to order at 7:15 P.M. by Chairman Tom Lainhoff, followed by the salute to the flag. It was announced that the meeting was being audiotaped to assist in the preparation of the minutes. Tom Lainhoff stated that the HARB recommendations from this meeting will be voted on at the next Borough Council meeting which is scheduled for January 8, 2013.

PUBLIC COMMENT: None.

MINUTES OF NOVEMBER 15, 2012: Len Ferber made a motion, seconded by Dale Kaufman and passed unanimously to approve the minutes of the November 15, 2012 meeting as printed.

11 ½ WEST MAIN ST – Painting and sign: Scott Johnson, tenant and business owner of OCB Cakes at 11 ½ West Main Street, was in attendance and reviewed his application to repaint the window frames black and the wooden shingled overhang either brown, ebony or whitewash from the existing weathered wood gray color. He is proposing to repaint them instead of risking damaging the shingles by pressure washing. He is also proposing to carry the same maroon color as the winery across the top. The only color change is to change the downstairs window and door frame color to black. He is also proposing window boxes and shutters, carrying over the same style and color scheme as the winery. Tom Lainhoff stated that there was a previous design approved by HARB for the property owner that included an awning that HARB did really like. Mr. Johnson stated that he believed the permit for those improvements had expired and that it is no longer a project the owner had planned to pursue. Chris Lainhoff stated that wooden louvered shutter would look more appropriate if he wanted to consider pursuing shutters. Steve VanOrmer stated that some members may have resources to locate shutters that could be used.

Steve VanOrmer stated that he would like to see a conceptual drawing of the proposal and offered to take pictures and develop different options to be considered at a future meeting. Mr. Johnson stated that it needs to be at least 45 degrees outside in order for them to paint and that he couldn't paint until February or March so he was not opposed to the painting portion being tabled.

Mr. Johnson then reviewed his application for a sign, stating that he needed to better advertise his business name so that his previous clientele knows where he is located. Chris Lainhoff asked about the sign and Mr. Johnson stated that it will most likely be a vinyl overlay on the existing sign but will not appear to be shiny. Chris Lainhoff also stated that adding a dark colored piece of molding around the sign will make it look much better instead of a piece of plywood with a sticker on it. Some discussion regarding what he wanted to include on the sign continued, and Mr. Johnson stated that he was considering including OCB with the word cakes printed in larger print and either coffee shop or Java Junction.

Tom Lainhoff encouraged Mr. Johnson to work with the Zoning Officer to have his sign be as large as possible. Mr. Johnson stated that he has been previously advised by the staff to work with the Zoning Officer to determine the amount of square footage allowed for his sign. Mr. Johnson was advised that in addition to the HARB permit, a Zoning permit is also necessary which regulates the size and placement.

Dale Kaufman made a motion, seconded by Len Ferber and passed unanimously to recommend Borough Council accept the application of Strasburg Properties LLC/Scott Johnson for signs at 11 ½ West Main Street and to table the painting portion of the application, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

318 MILLER ST – Change paint color of front door and storm door: Tom Lainhoff reported that Larry and Susan Royer called and reported that they were unable to attend this meeting and asked if their application could be considered in their absence with the information they provided.

Len Ferber made a motion, seconded by Dale Kaufman and passed unanimously to recommend Borough Council accept the application of Larry and Susan Royer, owners of 318 Miller Street to paint the front door and storm door Amherst Gray as applied, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

Tom Lainhoff recused himself and Chris Lainhoff for the next two applications because they are the volunteer contractors for 124 South Decatur Street and the contractors for 120 East Main Street. Tom Lainhoff turned the Chair over to Vice Chair, Len Ferber.

124 SOUTH DECATUR ST – Reinstall original shutters, remove asbestos siding, remove exterior storm windows and install interior storm windows, remove storm door: Tom and Chris Lainhoff, volunteer contractors for the Strasburg Heritage Society, reviewed their application for 124 South Decatur Street to 1) reinstall the original shutters, 2) remove asbestos siding, 3) remove front storm door, and 4) remove the exterior storm windows and install interior storm windows.

Dale Kaufman made a motion to recommend Borough Council accept the application of Strasburg Heritage Society for 124 South Decatur Street to 1) reinstall the original shutters, 2) remove asbestos siding, 3) remove front storm door, and 4) remove the exterior storm windows and install interior storm windows, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9. Dave Measel seconded the motion. Motion carried with members Johnson, VanOrmer, Ferber, Kaufman and Measel casting assenting votes. Members Tom Lainhoff and Chris Lainhoff abstained from voting because they are the volunteer contractors.

Beth Johnson recused herself from voting on this application because she is the owner.

120 EAST MAIN ST – Replace current fiberglass roof with cedar and install wooden shutters on the first floor windows, stone driveway, fence: Chris Lainhoff, contractor for Beth Johnson who is the owner of 120 East Main Street, reviewed their application to: 1) replace the asphalt roof with cedar shingles, 2) reproduce the missing first floor shutters which are a solid two panel shutter copying the shutter from the same time period and size on 326 Miller Street which will be made from mahogany and painted the same Finaren & Haley Congress Hall Red paint, 3) install a stone driveway along the west side of the house, using the same crushed brown river stone at 9 Miller Street, and 4) install a hand split picket fence which will be painted

with a white stain along the west property line across the rear property line to meet up with the neighbor's fence on the East side.

Dale Kaufman made a motion to recommend Borough Council accept the application of Beth Johnson for 120 East Main Street to 1) replace the asphalt roof with cedar shingles, 2) reproduce the missing first floor shutters which are a solid two panel shutter copying the shutter from the same time period and size on 326 Miller Street which will be made from mahogany and painted the same Finaren & Haley Congress Hall Red paint, 3) install a stone driveway along the west side of the house, using the same crushed brown river stone at 9 Miller Street, and 4) install a hand split picket fence which will be painted with a white stain, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9. Steve VanOrmer seconded the motion. Motion carried with members VanOrmer, Ferber, Kaufman and Measel casting assenting votes. Members Tom Lainhoff and Chris Lainhoff abstained from voting because they are the contractors and Beth Johnson abstained from voting because she is the property owner.

OTHER BUSINESS: Tom Lainhoff reported that the Zoning Officer sent an enforcement notice to the owner of 111 East Main Street. He reported that the property owner contacted the Borough to have him call her regarding needing the name of a contractor to assist with repairs to the front porch. He reported that he attempted to contact her twice and today he talked to the husband of the property owner and he provided them that information, but the husband was unaware of the enforcement notice. Tom Lainhoff reported that as of today, the only work that has been done to 111 East Main Street was to remove the shutter that was falling off the building. He added that the enforcement notice gave them until December 23, 2012 to complete the work and that if the work is not completed, it is up to the Borough to pursue enforcement.

Tom Lainhoff also stated that a newly revised Property Maintenance Ordinance will be considered by Borough Council and it requires a formal written complaint and that he believes it addresses only exterior public safety issues. Tom Lainhoff expressed concern regarding the condition of 114 South Fulton Street, noting that there is a large hole in the roof and pump jacks that were being used to hold up the roof have been in place for so long that there are rust stains on the wood from the pump jacks. He reported that, as a resident, he filed an official complaint for a property maintenance violation. The staff was asked to provide a copy of the proposed ordinance to the members.

Tom Lainhoff also reported that he saw the window was installed at 20 West Main Street and that the property owner stated that she believed she paid for the window that should have matched those at 103 West Main Street but that she believed the contractor installed the wrong window. Tom Lainhoff reported that this was an application that was approved by Borough Council and that the homeowner was going to follow up with her contractor.

Tom Lainhoff stated that while he realizes that times are economically tough, he and Dale Kaufman echoed that a little bit of maintenance can save thousands of dollars in repairs.

Chris Lainhoff reported that they completed running all of the mill work for the hand railing at 6 East Main Street and it is now up to the contractor to install. Steve VanOrmer stated that he had volunteered to do the mill work but due to his health issues, all of the work was completed by Chris Lainhoff.

Steve VanOrmer expressed concern regarding the deteriorating condition of 28 Miller Street. Chris Lainhoff made a motion, seconded by Dale Kaufman and passed unanimously to request the Zoning Officer send an enforcement notice to the owner of 28 Miller Street asking for a

timeline of when the project will be completed and detailing a list of the necessary improvements. Steve VanOrmer noted that the longer this project is delayed, the costlier the improvements will become and the less likely that the property will be able to be repaired.

Chris Lainhoff noted that 101 East Main Street is in need of repairs in that the shutters are falling apart and the summer kitchen out back has a possible hole in the roof and fear that the summer kitchen will fall down. He noted that it has been for sale for a number of years and suggested that a property maintenance enforcement notice be issued. Chris Lainhoff made a motion, seconded by Dale Kaufman and passed unanimously to authorize the staff to review the condition of 101 East Main Street and to begin informal action regarding the necessary repairs.

PUBLIC COMMENT: None.

ADJOURNMENT: Dale Kaufman made a motion, seconded by Chris Lainhoff and passed unanimously to adjourn the meeting.

Respectfully Submitted,

Christine D. Drennen
Administrative Assistant