

January 3, 2013 – Meeting Canceled

**HISTORIC ARCHITECTURAL REVIEW BOARD
MINUTES
TUESDAY, FEBRUARY 5, 2013**

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

Others Present: Christine D. Drennen, Admin. Asst.
 Harold & Patricia Sangrey
 Amy Soper

CALL TO ORDER AND PLEDGE TO THE FLAG: The meeting was called to order at 7:30 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 February 12, 2013.

PUBLIC COMMENT: None.

REORGANIZATION: Steve VanOrmer made a motion, seconded by Dale Kaufman and passed unanimously to reappoint Tom Lainhoff as Chairman and Len Ferber as Vice Chairman for 2013.

MINUTES OF DECEMBER 20, 2012: Len Ferber made a motion, seconded by Chris Lainhoff and passed unanimously to approve the minutes of the December 20, 2012 meeting as printed.

209 MILLER ST – Vinyl Replacement Windows: Harold and Patricia Sangrey, owners of 209 Miller Street, were in attendance and reviewed their application for 10 vinyl replacement windows (4 on the East side and 6 on the West side). They stated that they have new neighbors who have been burning a new wood stove and that they have a terrible smoke problem in their house and want to replace these windows because they are worn out. Mrs. Sangrey stated that their contractor has advised them that they can keep the existing basement windows intact and that he will be installing a second window inside the house for an additional barrier. She distributed a brochure for a Harvey tribute vinyl replacement window that they would like to use. Mrs. Sangrey also stated that they are asking Borough Council to make an ordinance which would prohibit burning firewood when houses are less than 100 yards apart.

Steve VanOrmer asked if they had any problems heating their house to which Mrs. Sangrey stated that they did not. Mr. and Mrs. Sangrey stated that they cannot lock some of their existing wooden windows and that smoke comes in them. Steve VanOrmer stated that he was confused how they didn't have any problems heating their house but were getting smoke in their house to which Mrs. Sangrey then stated that there is a window in the living room that has a draft.

Mrs. Sangrey stated that their existing storm windows on the house are approximately 3 years old. Chris Lainhoff stated that a good storm window that is properly installed and caulked should keep the smoke out. Mrs. Sangrey stated that everyone is telling them that they should replace their windows and that they did have their contractor recaulk, using 10 tubes of caulk, around their windows, but they still have a problem with smoke. She went on to say that the smoke comes in their kitchen vent, dryer vent and front door mail slot, which is behind a storm door. She stated that they have soot in their house and have soot particles on the inside window sill for a replacement window on the rear of the house, and that their contractor has said he needs to recaulk around that replacement window when it gets warmer. Their contractor is also going to install new gaskets around their doors.

Steve VanOrmer expressed his concern that these replacement windows will not solve their smoke problem. Chris Lainhoff explained that replacement windows fit into a hole in the house and that if they are not properly sealed between the sash and the frame that their problem may actually worsen. He added that if they are seeing soot in their house, that the storm windows may not be installed correctly. Additionally, Chris Lainhoff stated that their existing windows' locks can be made to function and that repairing their existing windows will be less expensive and will last 100 more years whereas replacement windows will not.

Mrs. Sangrey stated that they are only 35 feet away from their neighbor who is burning firewood for heat and that he is using cheap firewood that he is getting for free.

Dale Kaufman stated that his neighbor uses a pellet stove and is only 15 feet away from his house and that he has never had a problem with smoke.

Mrs. Sangrey stated that their windows' ropes break frequently and that their carpenter fixes them and then they need to be repainted. Chris Lainhoff stated that he is very familiar with repairing window ropes and that they should last a long time when repaired.

Chris Lainhoff stated that he was advised by Christine Drennen that the office has offered for the Borough's Building Code Inspector to come out to the Sangrey's house for free to see if he can make a recommendation on how to remedy the problem of the smoke getting into their house, and asked if they were willing to take the Borough up on their offer.

Mrs. Sangrey stated that the Borough allowed Mr. Heiser to install vinyl replacement windows as well as the Lefevers to install Harvey windows and that is what she wanted. She added that she was advised that Act 70 says that they can replace their windows if it is exactly what you have. Chris Lainhoff stated that he was unaware of Act 70 but explained that their house is in Strasburg's Historic District, which is regulated by Act 67 and regulations by the National Park Service which allow for in kind replacements meaning that wood windows could be replaced with wood windows if they are beyond repair.

Christine Drennen stated that in addition to the Building Inspector, she has also offered for a member of HARB to assist the Sangrey's in determining the location that the smoke is getting into their house. She added that she told them that sometimes there are gaps around windows, and that a HARB member would be happy to inspect their windows and offer their advice.

Chris Lainhoff asked what kind of heat the Sangreys use, to which they stated they use oil. Chris Lainhoff stated that they also heat with oil and that sometimes they have experienced a down draft at their house. He added that HARB does not approve plastic windows or any more plastic fences, or vinyl or aluminum siding (except in kind repairs) or capping of wood. He explained that HARB has adopted Lancaster City's policy regarding windows which states 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). Chris Lainhoff stated that with other requests, HARB has gone and looked at the windows for the homeowners and given their advice on how the windows can be reworked.

Mrs. Sangrey asked how their neighbors across the street got replacement windows. Chris Lainhoff stated that he was unsure what property she was referring to but would be happy to look into it.

Tom Lainhoff stated that he was willing to come and look at the Sangrey's windows to help see if he can determine where the smoke is coming in and that vinyl windows will not last and will need to be replaced again within a generation because they cannot be repaired. He added that an independent inspection by either the Building Inspector and/or HARB Members may help their application to Council. Len Ferber stated that he was concerned about the Sangrey's problem and asked if we could set up a meeting to do a site visit to help them.

Mr. and Mrs. Sangrey then got up and left the meeting.

Chris Lainhoff made a motion, seconded by Len Ferber and passed unanimously to table the application of Harold and Patricia Sangrey because they left the meeting before the Board had an opportunity to make a motion regarding their application and noted that they refused the assistance of the Borough's Building Inspector as well as HARB members.

21 WEST MAIN ST – Sign: Amy Soper, new commercial tenant at 21 West Main Street, was in attendance and reviewed her application and drawing for a painted sign on the window of her shop. She stated that the painted sign will be 18" in diameter.

Len Ferber made a motion, seconded by Dave Measel and passed unanimously to recommend Borough Council accept the application of Amy Soper, commercial tenant at 21 West Main Street, for her 18" diameter sign as submitted which will be painted on the window, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

Ms. Soper then asked if HARB would consider the installation of an awning to which it was the consensus that a traditional awning would be considered. Ms. Soper stated that she will look into awnings and come back to a future meeting for its consideration.

2012 ANNUAL REPORT: The 2012 draft Certified Local Government Program HARB Annual report was reviewed.

Chris Lainhoff made a motion, seconded by Dave Measel and passed unanimously to accept the 2012 Certified Local Government Program HARB Annual Report as amended and submit it to Borough Council.

OTHER BUSINESS: None.

PUBLIC COMMENT: None.

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

Respectfully Submitted,

Christine D. Drennen
Administrative Assistant

**HISTORIC ARCHITECTURAL REVIEW BOARD
MINUTES
TUESDAY, MARCH 5, 2013**

Members Present: Tom Lainhoff Beth Johnson Steve VanOrmer
Chris Lainhoff Dale Kaufman

Others Present: Christine D. Drennen, Admin. Asst.
Derric Krout

CALL TO ORDER AND PLEDGE TO THE FLAG: The meeting was called to order at 7:30 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 March 12, 2013. It was announced that Dave Measel reported at the last meeting that he would be unable to attend this meeting.

PUBLIC COMMENT: None.

MINUTES OF FEBRUARY 5, 2013: Steve VanOrmer made a motion, seconded by Chris Lainhoff and passed unanimously to approve the minutes of the February 5, 2013 meeting as printed.

129 EAST MAIN ST – Enclose back side of wraparound porch: Derric Krout, son of the owners of 129 East Main Street, was in attendance and reviewed his application to enclose the back side of his wraparound porch. The East side of the porch will be visible from the roadway. Mr. Krout stated that he found a door in the garage that he would like to reuse and has wooden panes on the bottom and glass on the top. He stated that he planned to use some of the existing siding that he is removing from the rear of the house to use on the side of the house around the door.

Chris Lainhoff made a motion, seconded by Dale Kaufman and passed unanimously to recommend Borough Council accept the application of Derric Krout of 129 East Main Street, to enclose the back portion of his wraparound porch, with the enclosure not to extend beyond the East wall of the main house, the enclosure will have a wooden door (paneled on the bottom and glass on the top) on the side and will either match the existing vinyl siding or install wooden German siding, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

OTHER BUSINESS:

28 MILLER STREET: Tom Lainhoff announced that a letter was sent to the owner asking for a definite timeline for making the improvements. Christine Drennen stated that the owner has submitted a written timeline which states that the porch will be finished by the end of June 2013 and the painting by the end of July 2013. It was the consensus of the members that Christine Drennen should remind her that the repairs are to be done in kind, noting that the

rounded porch and rounded spouting are a unique quality to her home. Steve VanOrmer offered to assist them with advice for the project if needed.

Tom Lainhoff reported that he and Dale Kaufman attended the February 12, 2013 Borough Council meeting when 209 Miller Street was discussed. He stated that he appreciated Council's support of HARB and their advice given to the homeowners regarding problems replacement windows can have.

Chris Lainhoff suggested the members do an annual photographic inventory of each of the houses in the Historic District which would document when changes occur to a property. It was the consensus that this is a good idea and Dale Kaufman offered to make up a schedule for consideration at the next meeting.

PUBLIC COMMENT: None.

ADJOURNMENT: Dale Kaufman made a motion, seconded by Beth Johnson and passed unanimously to adjourn the meeting at 8:20 P.M.

Respectfully Submitted,

Christine D. Drennen
Administrative Assistant

**HISTORIC ARCHITECTURAL REVIEW BOARD
MINUTES
TUESDAY, APRIL 2, 2013**

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

Others Present: Christine D. Drennen, Admin. Asst.
 Harold Sangrey
 Patricia Sangrey
 Richard P. Nuffort, Zimmerman, Pfannebecker, Nuffort & Albert

CALL TO ORDER AND PLEDGE TO THE FLAG: The meeting was called to order at 7:30 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 April 9, 2013.

PUBLIC COMMENT: None.

MINUTES OF MARCH 5, 2013: Chris Lainhoff made a motion, seconded by Len Ferber and passed unanimously to approve the minutes of the March 5, 2013 meeting as corrected.

209 MILLER ST – Replacement windows: Harold and Patricia Sangrey, owners, together with their attorney, Richard Nuffort, were in attendance for the review of their application for vinyl replacement windows.

Tom Lainhoff reviewed the history of this application: This application was discussed at the February 5, 2013 HARB meeting and that Mr. and Mrs. Sangrey applied for vinyl replacement windows on the sides of their home. They desired the windows because there was a significant wood smoke problem because a new neighbor was burning firewood for heat and that the smoke was getting into Mr. and Mrs. Sangrey's home. The smoke problem was discussed and the members expressed their concerns with vinyl replacement windows, and offered their volunteer assistance as well as the Borough's Building Inspector's volunteer service to look at the windows to ascertain a solution. The Board's concerns regarding vinyl replacement windows, both from a historic and lack of longevity standpoint were discussed. After an approximate 15-20 minute conversation, Mr. and Mrs. Sangrey left the meeting prior to a motion being made regarding their application. At that time, their application was tabled because the owners were no longer in attendance to discuss the application. On February 12, 2013, Mr. and Mrs. Sangrey attended a Strasburg Borough Council meeting and restated their problem and asked that Council to either remove the smoke problem or allow them to install vinyl replacement windows on the sides of their home. Council discussed the matter and considered new information such as the neighbors installed a chimney liner and are now burning seasoned wood. Council did not take any action on the ordinance they requested which would prohibit wood burning if there is less than 100 yard separation between houses. Mr. Lainhoff stated that at that Council meeting, Jim Kiscaden and

Cindy Baker expressed their concern that vinyl replacement windows would not eliminate the smoke getting into their home. Jim Kiscaden suggested caulking their existing storm windows when the weather is warmer and re-offered the volunteer assistance of both HARB and the Building Inspector.

Tom Lainhoff asked Mr. and Mrs. Sangrey if they had any new information they would like to present. Richard Nuffort, attorney representing the Sangreys, asked to speak on behalf of his clients. He stated that his clients want to be a problem solver, not a problem creator. He complimented the Borough for their detailed minutes. Attorney Nuffort stated that this is not a smoke issue and that his clients believe that the new windows will help their problem, and they understand that it is not a guarantee that it will or will not, but it is their desire to have the vinyl replacement windows. Additional comments raised by Attorney Nuffort in asking HARB to approve their request for vinyl replacement windows included:

1. The home is a 20th Century brick house that was built in 1929.
2. The homes in the neighborhood are not historic.
3. Many homes in the neighborhood have replacement windows.
4. They are only proposing to replace their side windows, and they intend to keep the storm windows.
5. He believed the vinyl replacement windows will not change the appearance from the street, and noted that the Borough's ordinance states that the "visual" appearance shall not be changed.
6. This is not Williamsburg.
7. The owners no longer wish to paint.
8. Our ordinance states that HARB should make a reasonable recommendation.
9. The vinyl replacement windows won't harm the neighborhood.

Tom Lainhoff clarified two items stated by Attorney Nuffort in that his clients don't know if the new vinyl replacement windows will solve their smoke problem and that it is not an economic need. Attorney Nuffort stated that they do not know if it will solve the problem and their request is not based on an economic need but solely their desire for the vinyl replacement windows.

Chris Lainhoff asked if the request was because of the windows being deteriorated and Attorney Nuffort stated that there are some rope repairs needed.

Tom Lainhoff again offered the Borough's volunteer service to look at the windows because they want to help the owners solve their problem and also want to see the windows to determine if there is a need to replace them. Tom Lainhoff stated that the Borough's Ordinance is clear that the windows should be repaired and not replaced.

Attorney Nuffort stated that an additional reason to install the vinyl replacement windows is that they are energy efficient. Tom Lainhoff stated that the vinyl replacement windows have a shelf life and won't last as long as the original windows. He added that if the existing windows were repaired and caulked, they would provide 90-95% as much of energy savings compared to the replacements, which considering the cost of the replacements at a cost of \$600 per window, repairing would be less expensive.

Steve VanOrmer stated that the Board adopted a policy regarding window replacements in November 2012 which states that wooden windows should be repaired and if could not be repaired as deemed by an inspection of HARB, they would need to be replaced with wooden windows. Attorney Nuffort stated he was aware of the policy.

Chris Lainhoff stated that there are wooden replacement windows available with double insulated glass which come with a baked on enamel finish which is warranted for 15-20 years, which would eliminate their need to be painted for that length of time. He added that storm windows extend the amount of time needed between paintings.

Dale Kaufman stated that their home is a very nice, significant, notable American Foursquare structure in the district that is very visible on both sides. He agreed that there are some newer construction structures in the neighborhood that are non-contributing to the District. He added that our Ordinances are written according to the State's Preservation Standards and he has 30 years of experience on the Board. He added that all of the HARB members live in the District and in terms of property values, the entire District benefits from it being preserved. He added that having the existing windows repaired and the storm windows will provide a better insulation value compared to the vinyl replacement windows. He also stated that such a modification to this quality house would depreciate their property value. Another disadvantage expressed by Dale Kaufman regarding the vinyl replacement windows is that window air conditioners cannot be easily installed and that if damaged, the windows cannot be repaired.

Attorney Nuffort stated that considering the neighborhood, he believed the visual effect of the vinyl replacement windows would be negligible. He also stated that he asked the Board to be reasonable with their review.

Tom Lainhoff stated that the standards that the Board is required to make recommendations based on do not permit them to approve the removal of wooden windows to be replaced with vinyl replacement windows that are visible from the roadway.

Chris Lainhoff explained in detail the National Park Service Standards for Rehabilitation, which are the standards that HARB must make their recommendation based on, and cited the following:

- 1) Standard #2 states that "The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided."
- 2) Standard #5 states that "Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
- 3) Standard #6 states that "Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
- 4) Standard #9 states in part that "New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property."

Chris Lainhoff added that the vinyl windows would not look the same as wooden windows because they have a sheen and do not have the wood texture. Additionally, he stated that no visible vinyl has been permitted in the District, neither for capping, fencing, windows or siding.

Dale Kaufman stated that windows are an important design feature of a house and the precedent of allowing vinyl replacement windows would destroy the District.

Chris Lainhoff stated that the regulations need to be applied equally because if the vinyl replacement windows were permitted on this house, it would set a precedent that St. Michael's or any other property could apply to replace their significant windows as well. In response to the Attorney's comment that the houses in their neighborhood are not significant, he stated that the entire District is important and noted that there is a house by the Jaycee Park that is 200 years old and that there are some older and some newer homes throughout the entire District but not all are contributing.

Steve VanOrmer stated that since their home stands out as a nicer building in their neighborhood, that should be a more compelling reason for it to be preserved.

Len Ferber asked if the tarp that they have on two of their side windows helps keep out the smoke. Mrs. Sangrey stated that the tarp and plastic on the inside has fixed the smoke problem in their living room and bedroom.

Mrs. Sangrey stated that the smoke problem has also been eliminated in their basement because they installed vinyl replacement windows behind the existing windows.

Len Ferber asked if a window restorer has looked at their windows? Mrs. Sangrey stated that a gentleman from Keener Insulation could not install more insulation but stated that he believed they needed new windows. Len Ferber stated that he would recommend a professional historic window restorer look at their windows because having them repaired would be less expensive and the Board sincerely wants to help them solve their problem of getting smoke in their home.

Mrs. Sangrey asked if they could install vinyl replacement windows behind the existing windows like they did in the basement. Steve VanOrmer stated that would not require a HARB permit but suggested that they rather consider installing interior storm windows and having their existing wooden windows repaired, which would ultimately provide them with a triple barrier against the smoke, at a fraction of the cost. Chris Lainhoff reviewed an interior storm window brochure that was distributed for their consideration.

Chris Lainhoff stated that a problem with their wooden windows could simply be a paint buildup problem, noting that they assisted another property owner in the Historic District with getting her wooden windows properly functioning. He added that a vinyl replacement window would extend into the living quarters and would look funny and be expensive to try to make fit and look appropriate from the inside.

Tom Lainhoff stated that their windows could be made to work and based on what he can see from the road, he believes them to be the original windows in the home.

Chris Lainhoff stated that he did not want to have to deny their application for the vinyl replacement windows and asked Mr. and Mrs. Sangrey if they would consider either withdrawing or modifying their application. Mrs. Sangrey stated that they wanted a motion based on their submitted application.

Chris Lainhoff made a motion, seconded by Dale Kaufman and passed unanimously to recommend Borough Council deny the application of Harold and Patricia Sangery of 209 Miller Street, to install vinyl replacement windows on the sides of their home and remove the existing wooden windows, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standards Number 2, 5, 6 and 9, but continues to offer their assistance to look at their windows to make them more operable and suggests them getting a second opinion to have their existing windows repaired and consider interior storm windows.

Steve VanOrmer replied to a prior comment by Mrs. Sangrey where she said that the ropes break when they have had them repaired in the past, the ropes are now repaired with a nylon rope which would not deteriorate like the old cotton ropes.

Tom Lainhoff apologized that this process has been difficult for Mr. and Mrs. Sangrey and asked that they consider some of the options discussed. He reiterated his volunteer offer to take a look at their windows.

Mrs. Sangrey stated that they didn't have a problem until their new neighbors began burning firewood. Attorney Nuffort stated that he did send a letter to the owners of 211 Miller Street citing a private nuisance law. He also asked the Board if the owner of 211 Miller Street had obtained a permit for his chimney cap. Chris Lainhoff stated that this will be checked into.

OTHER BUSINESS: Tom Lainhoff reported that 105 East Main Street has cleaned off their porch and that as of this evening, the porch at 111 East Main Street was being cleaned off. He thanked Council for having the Zoning Officer follow up on these violations.

Annual Photographic Inventory – Chris Lainhoff stated that this item was discussed at last month's meeting. The following road assignments were given to the members to photograph before the leaves get on the trees (two photographs of each house showing both corners and any outbuildings):

Dave Measel, Len Ferber and Steve VanOrmer – Miller Street
Dale Kaufman and Chris Lainhoff – West Main Street
Tom Lainhoff – East Main Street
Beth Johnson – South Decatur Street

Christine Drennen was asked to make official badges for each member to wear when conducting the survey and to put the information on the Borough's website.

PUBLIC COMMENT: None.

ADJOURNMENT: Dale Kaufman made a motion, seconded by Chris Lainhoff and passed unanimously to adjourn the meeting at 9:10 P.M.

Respectfully Submitted,

Christine D. Drennen
Administrative Assistant

**HISTORIC ARCHITECTURAL REVIEW BOARD
MINUTES
TUESDAY, MAY 7, 2013**

Members Present: Tom Lainhoff Steve VanOrmer Chris Lainhoff
Dale Kaufman Dave Measel Beth Johnson
Len Ferber (8:30 pm)

Others Present: Christine D. Drennen, Admin. Asst. Brad Shue
Tom Lamontagne Lori Troiano
Joann & Bob Greaser Dan, Steph & Matthew Kulp

CALL TO ORDER AND PLEDGE TO THE FLAG: The meeting was called to order at 7:30 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 May 14, 2013.

PUBLIC COMMENT: None.

MINUTES OF APRIL 2, 2013: Chris Lainhoff made a motion, seconded by Beth Johnson and passed unanimously to approve the minutes of the April 2, 2013 meeting as amended.

130 EAST MAIN ST – Fence: Brad Shue, owner of 130 East Main Street, was in attendance and reviewed his application for a 3 foot high wooden picket fence along the East side walkway of his house. He stated that the fence will be a single 45 degree angle wooden picket that will be solid stained to match his existing fence in his rear yard.

Beth Johnson made a motion, seconded by Steve VanOrmer and passed unanimously to recommend Borough Council accept the application of Bradley & Kellie Shue of 130 East Main Street to install a single 45 degree angle 3 foot high wooden picket fence along his Eastern walkway as submitted, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

212/214 MILLER ST – Fence: Tom Lamontagne, owner of 214 Miller Street as well as Dan, Steph and Matthew Kulp, owners of 212 Miller Street, were in attendance and reviewed their application for a vinyl fence addition they installed. Tom Lainhoff stated that the Borough Office received a complaint that the fence was installed without a permit and HARB review and that is why he was contacted. Mr. Lamontagne stated that he paid for the fence to be installed and that it begins on his property, runs along the property line and a tiny part connects to the Kulp's property. Mr. Lamontagne stated that he installed the fence to match his existing fence that he installed in 2002 when he installed his pool and he didn't realize he needed a HARB permit. Mr. Lainhoff stated that the permit that was issued in 2002 was issued in error. Tom Lainhoff stated that he was concerned with the precedent that would be established regarding this fence. Dale Kaufman noted that the fence is located in the rear of the property and suggested

that plantings could soften its appearance. Dale Kaufman and Steve VanOrmer stated that a fence is not as significant as a change to a historic structure.

Mrs. Kulp stated that she believed that different fencing materials on the sides of the driveway would not look attractive. Mr. Lamontagne stated that if he would have known that HARB regulations extend into the back yard and that his previous fence permit was issued in error, he would have installed what the Board wanted but he installed this fence to match his existing fence and it cost \$3,000.

Dale Kaufman made a motion to table the application of Tom Lamontagne of 214 Miller Street and Dan & Steph Kulp of 212 Miller Street, seconded by Steve VanOrmer and passed unanimously.

305 MILLER ST – Shed: Joanne & Robert Greaser, owners of 305 Miller Street, were in attendance and reviewed their application for a 12' x 28' shed at the East side/rear of their property. They noted that the shed is behind a planting bed with trees and bushes, the garage door will not face the roadway, and the end that faces the roadway will not have any windows. They added that the siding, shutters and roof will match their existing house.

Chris Lainhoff made a motion, seconded by Dale Kaufman and passed unanimously to recommend Borough Council accept the application of Joanne & Robert Greaser of 305 Miller Street to place a 12' x 28' shed on their Eastern property line and that the siding, shutters and roofing will match the house in materials and color, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Numbers 9 and 10.

113 WEST MAIN ST – Replace Door and Repaint Different Colors: Lori Troiano, owner of 113 West Main Street, was in attendance and reviewed her application to repaint her door, shutters and trim different colors and to replace her front door. Ms. Troiano originally applied to replace her existing steel door with a fiberglass door but wanted to install an appropriate period door for her house so she amended her application accordingly. Tom Lainhoff stated that he has some contact information for salvaged material and agreed to provide that information to Ms. Troiano for her consideration. The paint colors Ms. Troiano chose are Glidden Colonial Red for the door, Green Grove for the shutters and Onionskin Tan for the trim.

Ms. Troiano also stated that the homeowner prior to her stated that she had made the stained glass piece that is in her transom and that she desired to remove that and reinstall regular glass to match her adjoining neighbor, which would be historically correct.

Chris Lainhoff made a motion, seconded by Len Ferber and passed unanimously to recommend Borough Council accept the amended application of Lori Troiano of 113 West Main Street to replace her existing steel door with a wooden door which will be either solid paneled, small panes as pictured in the Strasburg Historic Photo Book, or a large pane glass door, to repaint the house in the color scheme provided, to reinstall the wooden shutters that are temporarily down for repairs and to reinstall regular glass in her transom, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Numbers 9 and 6.

138 EAST MAIN ST – Demolish Shed: Jake Fisher, owner of 138 East Main Street, was not in attendance so it was the consensus to table the application and to have the Secretary contact him and notify him to attend the next meeting.

OTHER BUSINESS: None.

PUBLIC COMMENT: None.

ADJOURNMENT: Dale Kaufman made a motion, seconded by Chris Lainhoff and passed unanimously to adjourn the meeting at 9:00 P.M.

Respectfully Submitted,

Christine D. Drennen
Administrative Assistant

**HISTORIC ARCHITECTURAL REVIEW BOARD
MINUTES
TUESDAY, JUNE 4, 2013**

Members Present: Tom Lainhoff Steve VanOrmer Chris Lainhoff
 Dave Measel Beth Johnson

Others Present: Brandon Stanchock Richard & Ruby Mentzer
 Bradley Klunk Nate & Amy Smoker
 Jake Fisher Harold & Pat Sangrey

CALL TO ORDER AND PLEDGE TO THE FLAG: The meeting was called to order at 7:30 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 June 11, 2013. It was announced that Len Ferber had notified the office prior to the meeting that he was unable to attend because he was at a state realtors meeting in Harrisburg.

PUBLIC COMMENT: None.

MINUTES OF MAY 7, 2013: Chris Lainhoff made a motion, seconded by Beth Johnson and passed unanimously to approve the minutes of the May 7, 2013 meeting as submitted.

138 EAST MAIN ST – Demolish shed: Jake Fisher, owner of 138 East Main Street, was in attendance and reviewed his application to demolish a block shed to the rear of his property. Chairman Lainhoff explained that we were considering this application after the fact, as the building has already been demolished without a permit. He reminded Mr. Fisher that at a prior HARB meeting (May 26, 2011) it was made clear that future changes to the garage – including demolition – would require HARB approval.

Chris Lainhoff said that after the demolition of the shed, it was pointed out to him that two vinyl replacement windows had been installed at the attic level on the west gable. He asked Mr. Fisher about these windows and he admitted that yes, he had installed them, again without a permit.

Chris Lainhoff made a motion, seconded by Beth Johnson and passed unanimously to recommend Borough Council accept the application of Jake Fisher, owner of 138 East Main Street to demolish the garage but that the applicant be required to remove the vinyl windows in the house and replace them with wooden windows, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 6.

Chris Lainhoff offered that the Strasburg Heritage Society had a supply of appropriate wooden sash and that Mr. Fisher could select what he needed from them without charge.

211 MILLER ST – Chimney cap, fence, remove shed, remove storm windows, remove vinyl soffit and fascia to expose wood and repaint white: Nate and Amy Smoker, owners of 211 Miller Street, were in attendance and reviewed their application.

Chairman Lainhoff said that unless the applicants or the other HARB members objected, he would like to consider the items on the application slightly out of order, moving the demolition of the building directly behind the house to the end of the list. There were no objections, and the other five items on the application were considered and unanimously praised.

Chris Lainhoff made a motion, seconded by David Measel and passed unanimously to recommend Borough Council accept the application of Nate and Amy Smoker of 211 Miller Street to install a chimney cap, install a wooden picket fence, repaint the wood windows white, remove storm windows, and to remove vinyl soffit and fascia to expose the wood and repaint white, which is in accordance with the Secretary of the Interior’s Standards for Rehabilitation 36 CFR 67 Standard Number 9.

The demolition request, on the other hand, led to extensive discussions. The Smokers wish to demolish the building principally because it obstructs their view of their back yard and the fields beyond, and because they have no particular use for it. As it was pointed out, however, the building, formerly part of a commercial greenhouse, is contemporary with the house in front of which it sits, has at least some aesthetic and architectural merit, and is a visible reminder of the commercial function once served by many of the properties in Strasburg. These factors make this building a contributing component of the historic district. Moreover, the building is structurally sound and not in need of repair.

Chris Lainhoff pointed out that Article VI, Section 600, of Strasburg’s Historic District Ordinance, is quite specific. This section reads, in part, “HARB is to be guided by the following *Standards* when reviewing activities that are regulated by this part.” Standard 2 states that “The historic character of a property shall be retained and preserved. The removal of historic features or alteration of features and spaces that characterize a property shall be avoided.” Section 601 of this same article goes to state that “In determining the recommendations to be made to Borough Council concerning the issuance of a Certificate of Appropriateness, HARB shall consider **only** (emphasis added) those matters that are pertinent to the preservation of the historical and/or architectural aspect and nature of the building, structure, site, area, or district, certified to have historical significance”

Although every member of HARB had sympathy for the wishes of the Smokers in this matter, Chris Lainhoff made a motion, seconded by Steve Vanormer and passed unanimously to recommend Borough Council deny the request of Nate and Amy Smoker to demolish the masonry structure behind their house, which is in accordance with the Secretary of the Interior’s Standards for Rehabilitation 36 CFR 67 Standard Number 2.

123 MILLER ST – Shed addition on back of garage and patio: Brandon Stanchock, owner of 123 Miller Street, was in attendance and reviewed his application to construct a shed addition on the back of his garage and to build a patio.

After a brief discussion of the scale of the proposed shed relative to the plot plan submitted with the application, and a clarification that the vertical siding on the shed would be wood, a motion was made by Steve Vanormer, seconded by Beth Johnson and passed unanimously to recommend Borough Council accept the application of Brandon Stanchock of 123 Miller Street, to for a shed addition on the back of the garage and a patio as submitted , which is in accordance with the Secretary of the Interior’s Standards for Rehabilitation 36 CFR 67 Standard Number 9.

107 MILLER ST – Repaint stucco, soffit and trim to match back of house and barn (light gray with white trim): Richard and Ruby Metzner, owners of 107 Miller Street, were in attendance and reviewed their application to repaint the stucco soffit and trim to match the back of the house and barn, which is a light gray with white trim.

Chris Lainhoff made a motion, seconded by Steve VanOrmer and passed unanimously to recommend Borough Council accept the application of Richard and Ruby Mentzer, owners of 107 Miller Street, to repaint the stucco, soffit and trim to match the back of the house and barn (light gray with white trim), which is in accordance with the Secretary of the Interior’s Standards for Rehabilitation 36 CFR 67 Standard Number 9.

201 SOUTH DECATUR ST – Replace sign (same size): Bradley Klunk, a trustee of the First Presbyterian Church of Strasburg at 201 South Decatur Street, was in attendance and reviewed the application to replace the sign for the church and that it would be the same size and use the existing lighting.

Brad Klunk clarified that the base for the new sign would be new brick, not “faux brick” as noted on the estimate from Sign*A*Rama.

Dave Measel made a motion, seconded by Steve VanOrmer and passed unanimously to recommend Borough Council accept the application of First Presbyterian Church, of 201 South Decatur Street to replace the sign using the existing lighting as submitted, which is in accordance with the Secretary of the Interior’s Standards for Rehabilitation 36 CFR 67 Standard Number 9.

104 MILLER ST – Change paint color of house and barn (body: Sensous Gray, doors: Toile Red): Michael and Kerrie Morrow, owners of 104 Miller Street, submitted their application to change the paint color of their house and barn to Sensous Gray and the doors Toile Red and to paint the metal roof on the barn light gray.

Beth Johnson made a motion, seconded by Chris Lainhoff and passed unanimously to recommend Borough Council accept the application of Michael and Kerrie Morrow of 104 Miller Street to change the paint color of the house and barn to Sensous Gray for the body, Toile Red for the doors and to paint the metal roof on the barn light gray, which is in accordance with the Secretary of the Interior’s Standards for Rehabilitation 36 CFR 67 Standard Number 9.

OTHER BUSINESS: Chris Lainhoff mentioned that 101 East Main Street, the historic Cross Keys Hotel was now under contract to sell, a move that was stimulated, at least in part, by the Borough issuing an enforcement notice.

He also said that the work of repainting 111 East Main Street had begun and hopefully would continue to completion.

PUBLIC COMMENT: None.

ADJOURNMENT: Dave Measel made a motion, seconded by Chris Lainhoff and passed unanimously to adjourn the meeting at 9:30 P.M.

Respectfully Submitted,

Thomas A. Lainhoff
Chairman

July 2, 2013 – Meeting Canceled

**HISTORIC ARCHITECTURAL REVIEW BOARD
MINUTES
TUESDAY, AUGUST 6, 2013**

Members Present: Tom Lainhoff Steve VanOrmer Chris Lainhoff
 Dave Measel Dale Kaufman

Others Present: Christine D. Drennen, Admin. Asst.
 Tom Lamontagne
 Suzanne Combs

CALL TO ORDER AND PLEDGE TO THE FLAG: The meeting was called to order at 7:30 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 August 13, 2013. It was announced that Len Ferber and Beth Johnson had notified the office prior to the meeting that they were unable to attend.

PUBLIC COMMENT: None.

MINUTES OF JUNE 4, 2013: Chris Lainhoff made a motion, seconded by Dave Measel and passed unanimously to approve the minutes of the June 4, 2013 meeting as submitted.

127 EAST MAIN ST – Repaint different colors and storm door: Suzanne Combs, owner of 127 East Main Street, was in attendance and reviewed her application to repaint her house as follows: shutters onyx black, siding old driftwood gray and trim swiss coffee and to install a full glass storm door.

Chris Lainhoff suggested an option instead of the black to use Martin Senior Market Square Tavern Green, to which Mrs. Combs liked as a possibility. Tom Lainhoff mentioned that glass only storm doors on her side of the street can create a mini greenhouse effect and warp the door. He suggested using a screen door in the summer or having low e glass.

Dale Kaufman made a motion, seconded by Chris Lainhoff and passed unanimously to recommend Borough Council accept the application of Mark & Suzanne Combs, owners of 127 East Main Street to repaint their house different colors as discussed and to install a storm door, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

214 MILLER ST – Fence: Tom Lamontagne, owner of 214 Miller Street, was in attendance and reviewed his application.

Tom Lainhoff noted that this change does not affect the house structure and comes off the back of the house and that a similar request was previously approved on West Main Street. Steve VanOrmer stated that he agrees with Tom Lainhoff but emphasizes that this is an extension of a fence that is matching a pre-existing fence on his property.

Dale Kaufman made a motion, seconded by Chris Lainhoff and passed unanimously to recommend Borough Council accept the application of Tom Lamontagne of 214 Miller Street to install a fence which matches his existing fence on his property and is set back from the roadway, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

Because they are the contractors for the project, Tom Lainhoff and Chris Lainhoff recused themselves and Tom Lainhoff passed the chair over to Steve VanOrmer.

120 EAST MAIN ST – Addition: Tom and Chris Lainhoff were in attendance and reviewed the application for Beth Johnson of 120 East Main Street for an addition to the back of the house and a handrail on the front of the house. Tom Lainhoff explained that the property owner has decided to put the addition project on hold but wished the application be reviewed. Tom Lainhoff explained that the proposed addition is for a first floor bathroom and to move the kitchen out of the main part of the home and for a laundry and storage on the second floor. The details of the addition are:

- Will be 1 ½ stories in height, 12' x 25'.
- The roof will extend 5' beyond the western wall on the first floor of the addition.
- The east wall will be in line with the east wall of the main house.
- The roof will be covered with cedar shingles.
- The siding will be wooden, horizontal clapboard (cedar, cypress or reclaimed pine siding).
- All the trim on the addition as well as the cellar entrance will be made of mahogany.
- It will have single pane wooden windows, wooden shutters and the entrance door will be mahogany.
- The concrete block foundation will be covered with a true stone veneer.
- The chimney will be laid out of antique brick.
- Half round galvanized gutters will be utilized and painted to match the trim color.
- The siding and trim will be painted to match the color of the trim on the main house, "Congress Hall Red."
- The addition will connect to the main house through the existing back door on the first floor, and a window on the second floor will be turned into a door to access the loft.
- The gutters of the addition as well as those on the main house will all flow into an old stone well on the property, mitigating any water runoff from the entire house.

The handrail was then discussed, and it will be a wooden handrail in the design submitted and will be painted to match the trim color of the house.

A motion was made by Dale Kaufman, seconded by Dave Measel and passed unanimously to recommend Borough Council accept the application of Beth Johnson for her house at 120 East Main Street, for the addition as applied and described as well as the wooden handrail to the front door which will be painted the same color as the trim, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

101 EAST MAIN ST – Fence and summer kitchen roof: Donald Harden, new owner of 101 East Main Street, submitted his application to install cast iron antique fencing and to reroof the summer kitchen using either wood shakes or a standing seam dark green metal roof. Chris Lainhoff agreed to represent Mr. Harden’s application, adding that they are also proposing other in kind repairs to the summer kitchen.

Dale Kaufman made a motion, seconded by Steve VanOrmer and passed unanimously to recommend Borough Council accept the application of Donald Harden, owner of 101 East Main Street, to install cast iron fencing as submitted and to replace the roof on the summer kitchen with either wood shake or dark green standing seam metal roof as well as other in kind repairs including spouting, which is in accordance with the Secretary of the Interior’s Standards for Rehabilitation 36 CFR 67 Standard Number 9.

Steve VanOrmer turned the chair back over to Tom Lainhoff.

OTHER BUSINESS: None.

PUBLIC COMMENT: None.

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

Respectfully Submitted,

Christine D. Drennen
Administrative Assistant

**HISTORIC ARCHITECTURAL REVIEW BOARD
MINUTES
TUESDAY, SEPTEMBER 3, 2013**

Members Present: Tom Lainhoff Len Ferber Steve VanOrmer
Chris Lainhoff Beth Johnson

Others Present: Christine D. Drennen, Admin. Asst.
Lisa Horn

CALL TO ORDER AND PLEDGE TO THE FLAG: The meeting was called to order at 7:30 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 10, 2013. It was announced that Dave Measel had notified the office prior to the meeting that they were unable to attend.

PUBLIC COMMENT: None.

MINUTES OF AUGUST 6, 2013: Len Ferber made a motion, seconded by Chris Lainhoff and passed unanimously to approve the minutes of the August 6, 2013 meeting as submitted.

122 WEST MAIN ST – Replace storm door: Lisa Horn, owner of 122 West Main Street, was in attendance and reviewed her application to replace her front storm door with a full glass wineberry colored storm door which will match the color of her existing front door.

Len Ferber made a motion, seconded by Beth Johnson and passed unanimously to recommend Borough Council accept the application of Lisa and Gerry Horn, owners of 122 West Main Street to install a wineberry colored Anderson series 3000 full glass storm door, with or without the screen, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

OTHER BUSINESS: Tom Lainhoff reported that some repair work has been done at 111 East Main Street but is proceeding at a slow pace. It was the consensus of the Board to have the secretary send the owner a friendly letter thanking them for the work done to date and ask for an update on the anticipated completion date.

PUBLIC COMMENT: None.

ADJOURNMENT: Chris Lainhoff made a motion, seconded by Beth Johnson and passed unanimously to adjourn the meeting at 7:55 P.M.

Respectfully Submitted,

Christine D. Drennen
Administrative Assistant

**HISTORIC ARCHITECTURAL REVIEW BOARD
MINUTES
TUESDAY, OCTOBER 1, 2013**

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

Others Present: Christine D. Drennen, Admin. Asst.
 Steve Young
 Cliff Carter
 JoAnn Eshleman

CALL TO ORDER AND PLEDGE TO THE FLAG: The meeting was called to order at 7:30 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 October 8, 2013.

PUBLIC COMMENT: None.

MINUTES OF SEPTEMBER 3, 2013: Steve VanOrmer made a motion, seconded by Len Ferber and passed unanimously to approve the minutes of the September 3, 2013 meeting as submitted.

208 WEST MAIN STREET – Renovations: Steve Young, new owner of 208 West Main Street, was in attendance and reviewed his application to install a stone or macadam driveway, parge a small (approximately 2' x 4') section of the west wall in a color to match the siding color, to replace the porch roof with a new shingled roof (same as existing shingle color), install a rear patio, repaint the porch, remove siding and roof on existing garage and replace with wood siding and metal roofing, repaint windows as needed, replace front store window with two wood windows to match existing style of other windows and replace two front doors with normal height doors to match period style.

Each item was reviewed in detail. Mr. Young stated that he was proposing the roofing for the garage to be metal colored and Tom Lainhoff suggested that he may want to consider a baked on paint finish because it lasts longer and isn't as reflective. Discussion regarding the replacement of the store window included questions on what would be done with the extra space surrounding the windows. Mr. Young stated that the windows he is proposing would be wooden simulated divided light with true mullions as per the HARB specifications and because of the varied window sizes existing on the building, it was suggested that he use either 9 over 6 or 6 over 6 windows.

The door replacements were then discussed. Mr. Young stated that he was proposing them to be replaced because they are a little shorter than the average door (due to the detailed transom) and he was concerned with the security of the doors because they use a skeleton key. He stated that

these would not be the primary used doors for the home. It was the consensus of the members that the old doors and transoms are part of the home's character. Mr. Young agreed to retain the existing doors and to consider installing dead bolts for security.

Tom Lainhoff expressed his thanks to Mr. Young for his willingness to work with the Board and that he liked the upgrades Mr. Young is proposing.

Mr. Young added that he would like to add spindles to the porch railings, and submitted some samples of photographs of spindles across the street he would like to be considered. He also stated that he has some old spindles in the basement and Steve VanOrmer stated that he could provide Mr. Young with some contacts that can duplicate the existing spindles.

Len Ferber made a motion, seconded by Dave Measel and passed unanimously to recommend Borough Council accept the application of Steve Young of WY Enterprises LLC, owner of 208 West Main Street to install either a macadam or stone driveway as allowed by Zoning, to parge a 2' x 4' section on the west wall with a color to match the siding, to replace the porch roof with the same colored shingles, to install a patio with pavers as applied, to repaint the porch white with either a blue or white ceiling, to repair the garage with wooden siding similar to t-111 siding and the roof to be replaced with a metal 36" panels either metal in color or painted, to repaint the windows white, to replace the store window with two wood simulated divided light symmetrical windows similar to the other windows on the house possibly in a 9 over 6 configuration, to retain the front doors and to add spindles on the side porch per Building Code using the pattern of the original spindles found in the house which will be duplicated, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

10-14 SOUTH DECATUR STREET – Roof: Cliff Carter, owner of 10-14 South Decatur Street, was in attendance and reviewed his application to replace or cover the metal roof with gray asphalt corrugated roof material. Mr. Carter brought more information about the product he wished to use.

When asked, Mr. Carter stated that the existing roof is not leaking but is visually in need of repair.

Tom Lainhoff stated that corrugated roof is not a traditional roof for Strasburg and Steve VanOrmer stated that it would be less expensive for him to repaint his existing metal roof.

Mr. Carter withdrew his application to install the corrugated grey asphalt roof and decided to repaint his existing metal roof in a similar color to what it is now.

230 MILLER STREET – Shutters: JoAnn Eshleman, owner of 230 Miller Street, was in attendance and reviewed her application to remove the wooden shutters from her home and install vinyl shutters. She stated that they installed vinyl siding 30 years ago when they purchased the home and have repainted the wooden shutters, which are screwed onto the building, twice during that time. She stated that her painter advised her that some of the shutters are not repairable and that the replacement wooden shutters are cost prohibitive because they are \$375 a pair the total cost of the vinyl shutters was \$1,700.

Chris Lainhoff stated that wood normally needs to be repainted every 5-6 years. He also stated that vinyl shutters do not last, that the color fades and that her existing wooden shutters have lasted 100 years.

Mrs. Eshleman stated that some of the shutters are repairable and that she does have some other shutters in storage. Steve Young stated that he had some extra shutters that she could have. Len Ferber stated that he had some old shutters that might be the correct size.

Mrs. Eshleman agreed to withdraw her application for vinyl shutters and to repair her existing shutters or find wooden replacement shutters.

OTHER BUSINESS: Tom Lainhoff reported that some repair work has been done at 111 East Main Street.

Tom Lainhoff stated that the November meeting is scheduled for Election Day and that he is unavailable to attend a meeting that date. Len Ferber stated that he was also unavailable that date. It was the consensus that if any applications are submitted for the November meeting, that the meeting should be rescheduled and advertised for Thursday, November 7, 2013, at 7:30 p.m.

PUBLIC COMMENT: None.

ADJOURNMENT: Dale Kaufman made a motion, seconded by Len Ferber and passed unanimously to adjourn the meeting at 9:00 P.M.

Respectfully Submitted,

Christine D. Drennen
Administrative Assistant

November 5, 2013 – Meeting Canceled

**HISTORIC ARCHITECTURAL REVIEW BOARD
MINUTES
TUESDAY, DECEMBER 3, 2013**

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

Others Present: Bruce L. Ryder Alexis Houge Troy Houge

CALL TO ORDER AND PLEDGE TO THE FLAG: The meeting was called to order at 7:30 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 10, 2013.

PUBLIC COMMENT: None.

MINUTES OF OCTOBER 1, 2013: Len Ferber made a motion, seconded by Chris Lainhoff and passed unanimously to approve the minutes of the October 1, 2013 meeting as submitted.

14 SOUTH DECATUR STREET – Sign: Alexis Houge, new tenant at 14 South Decatur Street for a shop called Little Things, was in attendance and reviewed her sign application. A temporary sign is currently installed and the applicant stated that they wished to use the same sign but do some additional detailing and black outline of the words to make it more visible.

Len Ferber made a motion, seconded by Dave Measel and passed unanimously to recommend Borough Council accept the application of Alexis Houge, tenant at 14 South Decatur Street to install a wooden sign as applied, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

28 WEST MAIN STREET – Lattice around front and side porches: Bruce L. Ryder, owner of 28 West Main Street, was in attendance and reviewed his application to install lattice around the front and side porches to keep cats out from under them. He stated that he wished to fabricate the lattice and attach it to the surface. A sketch showing the design he planned to use for the section closest to the street where there is an approximate 12 inch gap between the bottom board and the ground, using 1 1/8" x 1/4" wooden strips. For the north side where he has the pachysandra, he wished to use a dark colored pre-made plastic lattice (because the area stays damp) that will be attached to the bottom of the skirting and not visible from the road because it will be hidden by the pachysandra. No lattice is needed on the west end because there is a brick pier that supports the porch and does not have an opening. It was the consensus of the members that the lattice for the north side will not be visible from the roadway and does not require HARB approval.

Following discussion on the type of wood to use to have the best longevity, Steve VanOrmer suggested using white oak or redwood and Chris Lainhoff suggested using mahogany.

Chris Lainhoff made a motion, seconded by Beth Johnson and passed unanimously to recommend Borough Council accept the application of Bruce and Bobbe Ryder, owners of 28 West Main Street, to install a wooden lattice along the east side of the porch from the bottom of the skirting to the ground, to be painted to match the existing red trim color of the house skirting, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

OTHER BUSINESS: None.

PUBLIC COMMENT: None.

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

Respectfully Submitted,

Christine D. Drennen
Administrative Assistant