

**HISTORIC ARCHITECTURAL REVIEW BOARD  
MINUTES  
TUESDAY, JANUARY 6, 2015**

Members Present:     Len Ferber                             Chris Lainhoff  
                              Steve VanOrmer                         Beth Gunnion

Others Present:       Jeffrey Mills                             Ryan Dagen

**CALL TO ORDER AND PLEDGE TO THE FLAG:** The meeting was called to order at 7:30 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. The HARB recommendations from this meeting will be voted on at the next Borough Council meeting which is scheduled for January 13, 2015.

**PUBLIC COMMENT:** None.

**MINUTES OF DECEMBER 2, 2014:** Steve VanOrmer made a motion, seconded by Beth Gunnion and passed unanimously to approve the minutes of the December 2, 2014 meeting as printed.

**REORGANIZATION:** Steve VanOrmer made a motion to re-elect the same officers for 2015 and nominated Tom Lainhoff as Chairman and Len Ferber as Vice Chairman, seconded by Beth Gunnion and passed unanimously.

**2 EAST MAIN STREET – Sign:** Jeff Mills, tenant at 2 East Main Street, was in attendance and reviewed his sign application. A copy of the proposed sign was submitted.

Steve VanOrmer asked if Mr. Mills would consider having a frame/raised border around the outside of his sign because that is a more traditional for signs. Chris Lainhoff added that it is not required but is suggested and would match the other signs that will be going on the building. Mr. Mills stated that he likes the shape of his proposed sign and Chris Lainhoff stated that if he chose to add the raised border, it could still be the same shape. Mr. Mills stated that under his lease agreement, he is limited to a 24” x 18” sign. Chris Lainhoff asked about the finish on the sign, stating that the Board’s preference that it not be reflective but should appear to be hand painted. Mr. Mills stated that the sign bracket is a black matte finish.

Chris Lainhoff made a motion, seconded by Beth Gunnion and passed unanimously to accept the application of Eldon Stoltzfus and Jeffrey Mills for 2 East Main Street Rear for the installation of a 24” x 18” sign and black matte finish post as presented, with or without a raised border, with size and location being determined by the Zoning Ordinance, which is in accordance with the Secretary of the Interior’s Standards for Rehabilitation 36 CFR 67 Standard Number 9.

**101 EAST MAIN STREET – Roof, cornice, pent eaves, gutters, chimneys, attic window, siding and paint removal:** Chris Lainhoff stated that he is representing the applicant because he is one of the contractors for the project. He reviewed the application and the detailed list of work submitted with the application which include cedar roof, cornice, pent eaves, gutters, chimneys, attic windows, remove shingle siding and brick paint.

Steve VanOrmer made a motion to accept the application of Don Harden, owner of 101 East Main Street for the roof, cornice, pent eaves, gutters, chimneys, attic window, siding and paint removal as submitted, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 6. Beth Gunnion seconded the motion. Motion carried with members VanOrmer, Gunnion and Ferber casting assenting votes. Member Chris Lainhoff abstained from voting because he is one of the contractors for the project.

**OTHER BUSINESS:** Ryan Dagen stated that he and his wife recently purchased 141 East Main Street and that they are putting in a coffee shop and café and will be doing some exterior work in the future and wanted to attend a meeting to understand the application process. Chris Lainhoff stated that they have a few photographs of that property when it was a service station in the 1960's and offered to forward them to Mr. Dagen. Chris Lainhoff stated that prior to the existing structure on that property, it was a two-story log house in the early 20<sup>th</sup> century with a blacksmith shop attached to the side. It is his assumption that the two-story log house was demolished and the present structure constructed in the 1950's.

Mr. Dagen stated that one of the things they anticipate needing to change is the 1980's awnings with some other type of awning. He stated that an awning is necessary due to the windows. Chris Lainhoff stated that since this is not a significant historic structure that it was his opinion that they should be able to replace those awnings with some other type of awning but suggested Mr. Dagen officially apply and attend a meeting to discuss the scope of the project and receive direction.

**PUBLIC COMMENT:** None.

**ADJOURNMENT:** Chris Lainhoff made a motion, seconded by Beth Gunnion and passed unanimously to adjourn the meeting at 8:08 p.m.

Respectfully Submitted,

Christine D. Drennen  
Administrative Assistant

**HISTORIC ARCHITECTURAL REVIEW BOARD  
MINUTES  
TUESDAY, FEBRUARY 3, 2015**

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

Others Present:       Christine D. Drennen             John Hershey  
                             Doug Zander

**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. The HARB recommendations from this meeting will be voted on at the next Borough Council meeting which is scheduled for February 10, 2015. Chris Lainhoff contacted the office prior to the meeting and advised that he would be unable to attend due to an illness.

**PUBLIC COMMENT:** None.

**MINUTES OF JANUARY 6, 2015:** Len Ferber made a motion, seconded by Beth Gunnion and passed unanimously to approve the minutes of the January 6, 2015 meeting as printed.

**48 EAST MAIN STREET – Fence and change paint color of front door:** John Hershey and Doug Zander, owners of 48 East Main Street, were in attendance and reviewed their application to reinstall a picket fence that previously existed on the property and to change the paint color of the front door to Benjamin Moore’s Williamsburg color called Massicot (CW-380).

Steve VanOrmer made a motion, seconded by Dale Kaufman and passed unanimously to accept the application of John Hershey & Doug Zander, owners of 48 East Main Street to install the picket fence and to repaint the front door Benjamin Moore Massicot (CW-380) as applied, which is in accordance with the Secretary of the Interior’s Standards for Rehabilitation 36 CFR 67 Standard Number 9.

**REVIEW 2014 ANNUAL REPORT:** The draft 2014 annual report was reviewed and the members thanked Christine Drennen for doing a good job putting the draft together.

Len Ferber made a motion, seconded by Dave Measel and passed unanimously to accept and forward the 2014 Annual Report to Borough Council and PHMC.

**REVIEW ORDINANCE:** The members reviewed the draft HARB Ordinance which includes all of the suggested revisions discussed at previous meetings. Additional changes were suggested and will be reviewed again at the March meeting. Dale Kaufman added that he believes having a Historic District draws businesses and has a positive economic impact on the community.

**OTHER BUSINESS:** None.

**PUBLIC COMMENT:** None.

**ADJOURNMENT:** Len Ferber made a motion, seconded by Dale Kaufman and passed unanimously to adjourn the meeting at 8:35 p.m.

Respectfully Submitted,

Christine D. Drennen  
Administrative Assistant

**HISTORIC ARCHITECTURAL REVIEW BOARD  
MINUTES  
TUESDAY, MARCH 3, 2015**

Members Present: Tom Lainhoff Dale Kaufman  
Chris Lainhoff Steve VanOrmer

Others Present: Craig Johnson Ryan Dagen

**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 10, 2015.

**PUBLIC COMMENT:** None.

**MINUTES OF FEBRUARY 3, 2015:** Steve VanOrmer made a motion to approve the minutes of the February 3, 2015 meeting as printed. Dale Kaufman seconded the motion. Motion carried with members Tom Lainhoff, Dale Kaufman and Steve VanOrmer casting assenting votes. Member Chris Lainhoff abstained from voting because he was not in attendance for the meeting.

**135 MILLER STREET – Garage renovation an screening for an air conditioning unit:**

Craig Johnson, prospective buyer for 135 Miller Street, was in attendance and reviewed his application to install an air conditioning exchange unit on the east side of the house and to renovate the garage to frame off a portion to be utilized as a sewing room.

Tom Lainhoff stated that he believed the existing bushes on the east side of the house would screen the air conditioning unit and if he were to install lattice, he believed it would draw more attention to the area.

For the garage renovation, it was noted that Mr. Johnson is proposing two alternatives for the project and Tom Lainhoff stated that if he chose to go with closing off the east opening and filling in with decorative block that he may have a difficult time locating the same blocks. Tom Lainhoff stated that he preferred the option of having a matching door constructed to replace the newer-style door that is there now.

Chris Lainhoff made a motion, seconded by Dale Kaufman and passed unanimously to accept the application of Craig and Loraine Johnson, prospective buyers of 135 Miller Street, to install an air condenser beside the chimney on the east side of the home per the drawing and to relocate the existing east garage door to the center garage door opening and repair that garage door and the existing western garage door and then to either have a matching garage door made for the eastern opening or fill in the eastern-most opening with either a decorative concrete block and window and door to match the period of the house, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

Mr. Johnson stated that he has future plans to build an addition onto the rear of the property and the members encouraged them to come to the Board to discuss the project when they are ready to begin thinking about that project.

**141 EAST MAIN STREET - Renovations:** Ryan Dagen, new owner of 141 East Main Street, was in attendance and reviewed his plans that were submitted.

The handicapped ramp was discussed and details were provided with the application. Handrailings were discussed and Mr. Dagen stated that he was considering wrought iron for a hand railing. Tom Lainhoff stated that the building was previously a blacksmith shop and that he believed using wrought iron would be a good idea but that the specific design of the railing would need to be approved.

Mr. Dagen stated that they desired to remove the existing canopy/awning from the building and would like to install an awning similar to that of the Winery and included details for that with their application. Chris Lainhoff suggested casing 4 x 4 posts and use base molding. Chris Lainhoff provided a sketch utilizing the pent roof that Mr. Dagen stated he would like to use. Chris Lainhoff asked if Mr. Dagen's architect could create 3-D drawings and stated that those types of drawings are easier to see what the entire project would look like. Mr. Dagen stated that he would check with his architect. Discussion regarding the details of the porch ensued and Chris Lainhoff encouraged him to look at other historic porches in town and develop a plan for what he would like.

The fence was reviewed and it was the consensus of the members that the location he is proposing for the fence is barely visible from the roadway.

Mr. Dagen stated that they are reviewing their sign design and will come back to a future meeting for its approval. The shop will be named either Speckled Hen or the Speckled Hen.

Exterior painting was discussed and the members explained to Mr. Dagen that under the current ordinance, he can choose a color he prefers and bring it to the board for approval. Mr. Dagen stated that they are considering painting the brick. Chris Lainhoff stated that normally painting bricks in the historic district would be discouraged but did recognize that this structure is not a historic structure. Chris Lainhoff added that painting brick would create a long term maintenance issue. Mr. Dagen stated that they are not sure what they plan to do yet.

Mr. Dagen stated that a patio area is proposed but at this time he is not sure if they will use stone or stamped concrete.

Mr. Dagen will finalize details for the remaining items for the project and come back to a future meeting for those approvals.

Chris Lainhoff made a motion, seconded by Dale Kaufman and passed unanimously to approve the application of Ryan and Janae Dagen, owners of 141 East Main Street, to replace the two front doors and reopen the current window on the side of the building turning it back into a door, installing either full light or 3/4 light fiberglass wood grain commercial style doors to be painted

a color to be determined at a future meeting, to restore the west side window by removing the paint that is currently applied to the glass, to install a six foot tall wooden fence and gate to enclose the dumpster receptacles at the rear of the property, to install a concrete ramp leading up to the double front doors in the current parking area and to replace the current raised bed garden along the west side of the building with an ADA-compliant ramp and a set of stairs leading towards the north, to construct a ramp made of concrete and will later be veneered with a true stone veneer to be approved at a future meeting, install a transom above the double front doors where there is currently just siding, 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:** Dale Kaufman made a motion, seconded by Chris Lainhoff and passed unanimously to adjourn the meeting at 9:30 p.m.

Respectfully Submitted,

Christine D. Drennen  
Administrative Assistant

**HISTORIC ARCHITECTURAL REVIEW BOARD  
MINUTES  
TUESDAY, APRIL 7, 2015**

Members Present: Tom Lainhoff Dale Kaufman  
Chris Lainhoff Beth Gunnion  
Dave Measel Steve VanOrmer (7:38 pm)  
Len Ferber (7:38 pm)

Others Present: Christine Drennen Mike Gibbons  
Eldon Stoltzfus Kelsey Perry  
Ryan Dagen

**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 14, 2015.

**PUBLIC COMMENT:** None.

**MINUTES OF MARCH 3, 2015:** Chris Lainhoff made a motion, seconded by Dale Kaufman and passed unanimously to approve the minutes of the March 3, 2015 meeting as printed.

**106 WEST MAIN STREET – Sign:** Mike Gibbons, new proprietor for a used car lot at 106 West Main Street, was in attendance and reviewed his application to vinyl wrap the existing sign with his logo. Pictures of the proposed sign were submitted with the application. Mr. Gibbons stated that the sign material is not reflective.

Chris Lainhoff stated that the Board usually recommends a raised border around the sign because it makes the sign look more historic. Mr. Gibbons stated that he would consider including a border.

Chris Lainhoff made a motion, seconded by Dale Kaufman and passed unanimously to accept the application of Mike Gibbons and Synergy Auto Sales LLC, 106 West Main Street, to wrap the existing sign as proposed, which is in accordance with the Secretary of the Interior’s Standards for Rehabilitation 36 CFR 67 Standard Number 9.

**2 SOUTH DECATUR STREET – Brick paver patio:** Eldon Stoltzfus, owner of 2 South Decatur Street, was in attendance and reviewed his application for a 150 square foot patio in front of Sugar on Top using the same brick pavers they are installing for their sidewalk. He brought in a sample brick paver that he is planning to use and stated that Strasburg Masonry said this is the closest match to the brick pavers in the Square.

Dale Kaufman made a motion, seconded by Len Ferber and passed unanimously to approve the application of Eldon Stoltzfus, owner of 2 South Decatur Street for the patio/paved area using the



brick pavers as applied, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

**141 EAST MAIN STREET – Exterior painting, doors, awnings/porch roof, signs, lighting:**

Ryan Dagen, owner of 141 East Main Street, was in attendance and reviewed his application which includes: 1) exterior painting of doors, trim and woodwork, 2) replacement of aluminum front doors with commercial steel or fiberglass doors, 3) Removing fabric awnings and metal framing and installing framed in pent roof, reverse gable peak over the front double doors and charcoal gray standing seam metal roofing, 4) Sign structure (sign will be the same size as existing and design will be finalized and approved at a future meeting), and 5) exterior lighting. Mr. Dagen would like to come back to a future meeting for the sign, patio and handicap ramp. All of the details for these improvements are included in the application. Mr. Dagen added that they are hoping to change the sign lighting from being on the ground shining up to above shining down on the sign. Steve VanOrmer suggested they consider using warm light. He added that as discussed at last month's meeting, the porch posts will be wood and either wrapped 4" x 4" posts or 6" x 6" with something added to the bottom or top. Steve VanOrmer also suggested he consider chamfered posts. Chris Lainhoff suggested they consider the sign to be a painted sign with a raised border.

Len Ferber made a motion, seconded by Dale Kaufman and passed unanimously to approve the application of Ryan & Janae Dagen, owners of 141 East Main Street, for the exterior painting using the submitted colors, doors, pent roof, metal roof, sign structure and exterior lighting as submitted using the rendering dated 4/6/2015, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

**REVIEW OF HARB ORDINANCE:** Tom Lainhoff stated that he researched sample wording in other Pennsylvania Ordinances for a definition of in-kind replacement. He stated that it is not something that is included in most ordinances but that he believes would be good to include. He found the following two definitions:

Chalfont Borough: The replacement in kind reproduces the exact form of a part or detail of a building. There is no change in the material or design of the details in question.

Lancaster City: In-kind replacement means the replacement materials or components shall be of the same design, material, texture, color and other visual qualities as the element to be replaced. Tom Lainhoff suggested if the Lancaster City definition is chosen to consider striking the word "color."

It the consensus of the members to follow Bryan Van Sweden's suggestion to delete Section 702.6, to include Lancaster City's in-kind replacement definition and to have the Secretary prepare a complete copy of the Ordinance for the next HARB meeting for their review and final recommendation to Borough Council.

**OTHER BUSINESS:** None.

**PUBLIC COMMENT:** None.

**ADJOURNMENT:** Chris Lainhoff made a motion, seconded by Dale Kaufman and passed unanimously to adjourn the meeting at 8:30 p.m.

Respectfully Submitted,

Christine D. Drennen  
Administrative Assistant

**HISTORIC ARCHITECTURAL REVIEW BOARD  
MINUTES  
TUESDAY, MAY 5, 2015**

Members Present:	Tom Lainhoff	Len Ferber
	Chris Lainhoff	Beth Gunnion
	Dave Measel	Dale Kaufman
Others Present:	Christine Drennen	Diane Flath
	Ben & Naomi Smoker	Ryan Dagen
	John & Cheryl Drouillard	Paul Bomba
	Scott & Joanna Johnson	

**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 12, 2015. Steve VanOrmer notified the office prior to the meeting that he would be unable to attend due to family reasons.

**PUBLIC COMMENT:** None.

**MINUTES OF APRIL 7, 2015:** Len Ferber made a motion, seconded by Dave Measel and passed unanimously to approve the minutes of the April 7, 2015 meeting as printed.

**122 EAST MAIN STREET – Remove shutters, exterior painting, install lattice under porch:** Diane Flath, owner of 122 East Main Street, was in attendance and reviewed her application to remove the plastic shutters, exterior painting and to install lattice under the porch. The application includes several in-kind repair/replacement projects which include: 1) Repair the metal roof on top of the dormer and repaint the same white; 2) replace old upper roof in the back of the house with the same type; 3) repair chimney flashing; 4) repair roof molding upper right front of house; 5) replace old front steps; 6) replace basement windows along the driveway; and one non-visible improvement which is to put plexiglass behind the basement window grates to keep out weather.

Dale Kaufman made a motion, seconded by Chris Lainhoff and passed unanimously recommend Borough Council accept the application of Diane Flath, owner of 122 East Main Street, to 1) Remove existing plastic shutters and not replace them; 2) Change the paint colors using Benjamin Moore paints: porch and porch steps – “Ashland Slate,” house body – “Mesa Verde Tan,” trim – “White Dove,” front door – “Classic Burgundy,” and paint the garage and trim the same colors of the house; 3) install lattice under the porch; and 4) In-kind repair/replacements with same materials, which is in accordance with the Secretary of the Interior’s Standards for Rehabilitation 36 CFR 67 Standard Number 9.

**132 MILLER STREET – Replace shed:** Ben and Naomi Smoker, owners of 132 Miller Street, were in attendance and reviewed their application to remove the existing shed and replace it with the same size shed. Mr. Smoker stated that the existing shed has a door and two windows and

the new shed will also have a door and two windows. He is proposing that the new shed will have German siding like their existing garage and will also be painted the same colors as the garage.

Dale Kaufman made a motion, seconded by Beth Gunnion and passed unanimously to approve the application of Ben & Naomi Smoker, owners of 132 Miller Street to replace the existing shed with the new shed as applied, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

**54 WEST MAIN STREET – Replace addition:** John and Cheryl Drouillard, owners of 54 West Main Street, were in attendance and reviewed their application to remove the existing addition on the rear of their home and replace it with a new addition. Tom Lainhoff stated that he and Steve VanOrmer met with the owners, at the owner's request and as encouraged in the HARB Ordinance, to provide them with some non-binding guidance. Tom Lainhoff stated that the owners were already advised that they would need to work with the Zoning Officer regarding lot coverage and that he advised the owners that they should consider an addition using the same footprint but the proposed addition is larger. Tom Lainhoff explained that the existing addition is 221 square feet with an additional 72 square feet for a shed addition and the proposed addition is 684 square feet. If necessary for lot coverage, Mr. Drouillard stated that he could remove some of the existing driveway and return it to lawn.

Mr. Drouillard reviewed the details on their application which included that the windows will match the windows on the existing house (9 over 1 on the first floor and 6 over 1 on the second floor), siding will be planked harde board to match the existing wood siding, the house will be painted Benjamin Moore colors: siding – "Brickhouse Tan," trim – "Harwood Putty," shutters – "Mopoard Black," and to install matching wooden shutters from Timberline Shutters.

The soffits on the existing house will also be replaced in kind with mahogany and painted to match the existing. Mr. and Mrs. Drouillard stated that they have been damaged by squirrels.

Chris Lainhoff stated that he would have liked to have seen a smaller addition but the visibility of the proposed addition from the cartway is not as significant as the view from the rear yards of the adjoining properties. Chris Lainhoff and Tom Lainhoff both stated that they did like the applicant's choice of materials and design.

Dale Kaufman made a motion to recommend Borough Council accept the application of John & Cheryl Drouillard, owners of 54 West Main Street, to replace the addition on the rear of their home as applied, with the condition that photographs of the existing addition be submitted to the Borough Office, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9. Chris Lainhoff seconded the motion. Motion carried with members Ferber, Chris Lainhoff, Gunnion, Measel and Kaufman casting assenting votes. Member Tom Lainhoff voted against the motion because he believes the scale of the addition is out of proportion to the main building.

**141 EAST MAIN STREET – Sign and patio:** Ryan Dagen, owner of 141 East Main Street, was in attendance and reviewed his application for a sign and a cement patio. Mr. Dagen stated

that they would like to have planters as a barrier around the patio area to keep children safe because of the close proximity to the roadway. Photographs of ideas for their barriers were provided with their application as attachments and they stated that they were adding an additional barrier along the one side of the patio. Mr. Dagen stated that they were considering the barrier to have either stone or brick veneer and he preferred stone and he liked the idea Chris Lainhoff suggested of having the stone capped on top. Mr. Dagen reviewed the sign details for the proposed sign.

Chris Lainhoff made a motion, seconded by Dave Measel and passed unanimously to recommend Borough Council accept the application of Ryan and Janae Dagen, owners of 141 East Main Street, to install a dark walnut stained wooden sign with white letters and some color on the hen as presented with the possibility of raised letters or logo and for a 19' X 27' concrete patio with stone veneer covered planters as presented around two sides of the patio, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

**9 EAST MAIN STREET – Sign:** Scott and Joanna Johnson, new proprietors for 9 East Main Street, were in attendance and reviewed their sign application. Len Ferber excused himself from this discussion because he is the rental agent for the property. Mr. Johnson stated that they are proposing to replace the existing signs with new signs for their business and that they are proposing less square footage of signage than existing. He added that some of the signs they would like are for parking directional signs because their parking and handicapped parking space is located to the rear of their building. Len Ferber stated that the parking directional signs are required by ADA. Mr. Johnson stated that he would like one of the parking directional signs to be mounted on the building of 11 East Main Street. Chris Lainhoff stated that he cannot apply to this board for a sign to be installed on someone else's property.

Chris Lainhoff stated that, as usual, they suggest a raised border for hanging signs, to which Mr. Johnson stated that he would consider that option.

Chris Lainhoff made a motion to recommend Borough Council accept the application of Scott and Joanna Johnson, proprietors for 9 East Main Street, to install the hanging sign as proposed, with or without a raised border, and the signs which will be painted on their windows as shown in Drawing "B" with their application, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9. Dale Kaufman seconded the motion. Motion carried with members Tom Lainhoff, Chris Lainhoff, Gunnion, Measel and Kaufman casting assenting votes. Member Feber abstained from voting because he is the rental agent for the property.

Tom Lainhoff turned the chair over to the Vice Chairman, Len Ferber, because he is the contractor for the next application.

**120 EAST MAIN STREET – Addition:** Chris Lainhoff, contractor for the project at 120 East Main Street, was in attendance and reviewed the application for an addition. He stated that this is the same addition that was previously approved by the board on August 6, 2013, and the only change is the addition will now be 16' wide instead of 12' wide.

Dale Kaufman made a motion to recommend Borough Council accept the application of Beth Gunnion, owner of 120 East Main Street, for the 16' wide addition as proposed and as shown on the detailed drawings, 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 Measel, Kaufman and Ferber casting assenting votes. Members Beth Gunnion, Tom Lainhoff and Chris Lainhoff abstained from voting because they are the owner and contractors, respectively.

Len Ferber turned the chair back over to Tom Lainhoff.

**10 MILLER STREET – Cucumber pump:** Chris Lainhoff was in attendance representing the applicant, Steve VanOrmer, owner of 10 Miller Street to place a reproduction historic cucumber pump. Mr. VanOrmer submitted a photograph of the cucumber pump he would like to place in his front kitchen garden and stated it would be finished in weathered gray.

Dale Kaufman made a motion to recommend Borough Council accept the application of Steve VanOrmer, owner of 10 Miller Street, to place a reproduction historic cucumber pump as applied, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9. Dale Kaufman seconded the motion. Motion carried with members Tom Lainhoff, Measel, Kaufman, Gunnion and Ferber casting assenting votes. Member Chris Lainhoff abstained from voting because he was representing the applicant.

**REVIEW OF HARB ORDINANCE:** Tom Lainhoff stated that the board has been working on updating this Ordinance since last year with the goal of making the process easier for residents and that most of what we do is mandated by the structure of historic districts. Some proposed changes to the ordinance include not regulating paint colors, pre-approving storm doors, and not regulating small sheds in the rear yard. Tom Lainhoff added that the Board has also previously changed the meeting date to one week prior to the Borough Council meeting to shorten the time an applicant needs to wait for a permit. The marked up ordinance was reviewed by all members.

The members discussed the process to update the inventory of historic district buildings. It was the consensus to remove Exhibit "A" from the ordinance and change Section 300.2 to reference the inventory so it can be updated separately from the ordinance.

Chris Lainhoff made a motion, seconded by Beth Gunnion and passed unanimously to authorize the draft ordinance be forwarded to Bryan VanSweden from the Pennsylvania Historic Museum Commission for his input and if he suggests no major changes, to forward it to Borough Council for their review and enactment.

**OTHER BUSINESS:** None.

**PUBLIC COMMENT:** Paul Bomba of 16 Miller Street, was in attendance and stated that he is seeking advice on a future project. Chris Lainhoff stated that individual members from HARB, but not a quorum, can meet with him to discuss the project and provide their personal non-binding opinions for his consideration and then he can apply to the entire board at a future meeting for action.

**ADJOURNMENT:** Len Feber made a motion, seconded by Dave Measel and passed unanimously to adjourn the meeting at 9:13 p.m.

Respectfully Submitted,

Christine D. Shipman  
Administrative Assistant

**HISTORIC ARCHITECTURAL REVIEW BOARD  
MINUTES  
TUESDAY, JUNE 2, 2015**

Members Present:	Tom Lainhoff Steve VanOrmer	Chris Lainhoff Dave Measel
Others Present:	Christine Shipman Mike Bewley Robin Stermer Ryan Dagen	Nadine Curren Jan Bewley Nick Whiteford

**CALL TO ORDER AND PLEDGE TO THE FLAG:** The meeting was called to order at 7:38 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 9, 2015. Len Ferber and Beth Gunnion notified the office prior to the meeting that they would be unable to attend.

**PUBLIC COMMENT:** None.

**MINUTES OF MAY 5, 2015:** Chris Lainhoff made a motion, seconded by Dave Measel and passed unanimously to approve the minutes of the May 5, 2015 meeting as printed.

**128 MILLER STREET – Roof:** Nadine Curren, owner of 128 Miller Street, was in attendance and reviewed her application to replace the existing cedar shingle roof with architectural grade fiberglass shingles. Mrs. Curren provided a Tamco brochure and samples of the available colors and stated that she liked the Aged Wood color.

Steve VanOrmer made a motion, seconded by Dave Measel and passed unanimously recommend Borough Council accept the application of Jack and Nadine Curren, owners of 128 Miller Street, to replace the existing cedar shingle roof with Tamco architectural grade fiberglass shingles in the aged wood classic heritage color, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

**21 WEST MAIN STREET – Fence:** Nick Whiteford, owner of 21 West Main Street, and Robin Stermer were in attendance and reviewed their application to install a 6 foot high fence between their property and 23/29 West Main Street and were willing to discuss fencing options. Mr. Whiteford stated that he preferred something that would be lower maintenance and members suggested he consider white stain on a wooden fence because it lasts longer than paint. The location of the fence was discussed and Mr. Whiteford stated that he wanted it along the property line. Tom Lainhoff stated that an option for Mr. Whiteford to consider is that the portions of fence that is not visible from the roadway could be made from material other than wood. Mr. Whiteford stated that he would use wood for the entire fence. He added that he may consider a shorter fence for a portion of fence in the rear yard and that he will come back to a future meeting if he chooses to pursue that option if it is visible from the roadway.



Chris Lainhoff made a motion, seconded by Steve VanOrmer and passed unanimously to recommend Borough Council accept the application of Nick Whiteford, owner of 21 West Main Street, to install a 6' high wooden fence that will follow the property line and will be either painted or stained white, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

**309 MILLER STREET – New garage door, new roof, enclose old window wells, expose logs on west side of house:** Mike & Jan Bewley, owners of 309 Miller Street, were in attendance and reviewed their application to 1) install a new garage door in a carriage style that will be red, 2) new roof which will be either wooden shingles or a standing seam metal roof (which will match the existing roof on the back section), 3) enclose old window wells, and 4) expose logs on the west side of the house.

Their application was reviewed in detail and they stated that for the garage door, they would like to install the same style at 16 Miller Street. The roof was also discussed and members were in agreement that either a 24" wooden shingle or standing seam metal roof would be appropriate. Enclosing the old window wells was discussed and the members encouraged the owners to do some additional research to ensure that the window wells aren't needed for ventilation, to which the applicants agreed they would do some additional investigation before they proceed. Exposing the logs on the west side of the house was then discussed and Tom Lainhoff stated that when the previous owner exposed the logs, they appeared very fresh and did not appear as though they had been previously exposed. They also discussed the fact that the logs are not very thick and it may create an insulation problem for them if they are exposed. Chris Lainhoff suggested they consider doing some selective poking and prodding of the western wall and peel back the layers of the siding to see what is underneath to come up with a plan to proceed, to which the applicants agreed was a good plan.

Chris Lainhoff made a motion, seconded by Dave Measel and passed unanimously to recommend Borough Council accept the application of Mike and Jan Bewley, owners of 309 Miller Street, to 1) replace the existing garage door with a red garage door to match that at 16 Miller Street; 2) replace the tin roof on the main house with either a standing seam metal roof to match the existing metal roof on the back addition or to use 24" cedar shingles, 3) remove the cement board siding above the square on the front portion of the house and to use that material to patch the area where the siding is missing on the gable end, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

**141 EAST MAIN STREET – Sign and handrail:** Ryan Dagen, owner of 141 East Main Street, was in attendance and reviewed his application for a temporary sign that would look just like the previously-approved sign only this one would be made of vinyl and for the hand rail for the ramp on the west end of their building. Mr. Dagen stated that they are seeking permission for a temporary sign in case they are not able to get their permanent sign constructed in order for them to open. He added that if it becomes necessary for them to install a temporary sign, they would need it to be hung for longer than the pre-approved temporary sign timeframe of 30 days. Regarding the railing, Mr. Dagen stated that he liked the appearance of the handrail at Pizza City at 6 East Main Street and he was seeking permission to replicate that railing and paint it white. Mr. Dagen stated that they originally wanted to delay installing the second handicapped entrance

but they recently became aware of a regulation that may require them to have both entrances be handicapped-accessible.

Chris Lainhoff made a motion, seconded by Dave Measel and passed unanimously to recommend Borough Council accept the application of Ryan and Janae Dagen, owners of 141 East Main Street, to 1) install a temporary sign using the same design as approved at the May 5, 2015 meeting and that this temporary sign would be made of vinyl and will be in place for a maximum of 90 days until they can get their previously-approved sign constructed, and 2) a wooden handrail that will be painted white to match the one at 6 East Main Street to be installed on the previously-approved handicapped ramp on the west end of the building, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

**REVIEW OF HARB ORDINANCE:** The comments provided by Bryan Van Sweden from the PHMC were reviewed. The members discussed his comments regarding storm windows and will do additional research and come back to next month's meeting with a recommendation. Following the final review at the July HARB meeting, the draft ordinance will be forwarded to Borough Council for their review.

**OTHER BUSINESS:** None.

**PUBLIC COMMENT:** None.

**ADJOURNMENT:** Chris Lainhoff made a motion, seconded by Steve VanOrmer and passed unanimously to adjourn the meeting at 9:35 p.m.

Respectfully Submitted,

Christine D. Shipman  
Administrative Assistant

July 7, 2015 – Meeting Canceled

**HISTORIC ARCHITECTURAL REVIEW BOARD  
MINUTES  
TUESDAY, AUGUST 4, 2015**

Members Present:	Tom Lainhoff	Len Ferber
	Dale Kaufman	Beth Gunnion
Others Present:	Christine Shipman	Rachael Whitfield
	Richard Carey	Linda Carey
	Richard Deevy	

**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 11, 2015. Steve VanOrmer notified the office prior to the meeting that he was unable to attend.

**PUBLIC COMMENT:** None.

**MINUTES OF JUNE 2, 2015:** Len Ferber made a motion, seconded by Beth Gunnion and passed unanimously to approve the minutes of the June 2, 2015 meeting as printed.

**115 EAST MAIN STREET – Chimney and chimney cap:** Joseph Deevy, owner of 115 East Main Street, was in attendance and reviewed his application to tear down the existing chimney down to the roofline and reuse the brick with new mortar to match existing as closely as possible and to install a black chimney cap.

Tom Lainhoff stated that historically the chimney would have been the same size the whole length and not had the change in size that the existing chimney has. Mr. Deevy stated that he has a 1800's photograph of his home and he will look at that photograph and try to determine the configuration of the chimney and follow that configuration if it is visible or will replace it in the same configuration as existing, to which the members agreed.

Dale Kaufman made a motion, seconded by Beth Gunnion and passed unanimously recommend Borough Council accept the application of Joseph & Laura Deevy, owners of 115 East Main Street, to rebuild the chimney, install a stainless liner, and install a black chimney cap, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

**141A EAST MAIN STREET – Sign:** Rachael Whitfield, business owner at 141A East Main Street, was in attendance and reviewed her application to replace her vinyl sign with a horizontal all matte PVC sign done in layers that is similar to Althouse Martin's sign and will appear hand painted like Speckled Hen's sign. She is proposing to install the sign on pressure treated wooden 4x4 posts that will be stained.

Dale Kaufman made a motion, seconded by Beth Gunnion and passed unanimously to recommend Borough Council accept the application of Rachael Whitfield, business owner at 141A East Main Street, to install a sign as submitted on her application, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

**11 EAST MAIN STREET – Change paint color of front door and sign:** Richard and Linda Carrey, business owners at 11 East Main Street, were in attendance and reviewed their application to 1) change the paint color of the front door to burgundy and 2) install a sign. Mr. Carrey stated that he wanted to install a decal on the front windows for his sign and have two LED lights shining on it. Len Ferber stated that he was involved in leasing the building but was not personally involved with the applicant for the sign.

Beth Gunnion made a motion, seconded by Dale Kaufman and passed unanimously to recommend Borough Council accept the application of Tamanend Winery, business located at 11 East Main Street, to change the paint color of the front door to burgundy and to install a decal sign on the windows with two LED lights shining on it, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

**REVIEW OF HARB ORDINANCE:** The comments provided by Carol Hickey and Shirlie OLeary from the Historic Preservation Trust were reviewed and incorporated into the draft ordinance.

Len Ferber made a motion, seconded by Beth Gunnion and passed unanimously to forward the draft revised HARB Ordinance to Borough Council for their consideration. HARB members agreed to attend the August 11, 2015 Council meeting to answer questions they may have regarding the ordinance.

**OTHER BUSINESS:** None.

**PUBLIC COMMENT:** None.

**ADJOURNMENT:** Dale Kaufman made a motion, seconded by Len Ferber and passed unanimously to adjourn the meeting at 8:30 p.m.

Respectfully Submitted,

Christine D. Shipman  
Administrative Assistant

**HISTORIC ARCHITECTURAL REVIEW BOARD  
MINUTES  
TUESDAY, SEPTEMBER 1, 2015**

Members Present:     Tom Lainhoff                     Beth Gunnion  
                                 Steve VanOrmer                     Dave Measel

Others Present:        Christine Shipman                     Elam S. King

**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 8, 2015. Len Ferber notified the office prior to the meeting that he was unable to attend.

**PUBLIC COMMENT:** None.

**MINUTES OF AUGUST 4, 2015:** Beth Gunnion made a motion, seconded by Steve VanOrmer and passed unanimously to approve the minutes of the August 4, 2015 meeting as printed.

**102/104 EAST MAIN STREET – Replace exterior storm doors, install shutters, cedar shakes on front door entrance roofs, and change exterior paint colors:** Elam S. King, owner of 102/104 East Main Street, was in attendance and reviewed his application to replace the exterior storm doors, install shutters that were originally on the house, replace the shingles on the front door entrance roofs with cedar shakes, and change exterior paint colors. He stated that he originally applied to install full glass wooden glass storm doors but when he researched them, he found that the full glass wooden storm doors aren't very sturdy and provided a picture of a full glass metal framed storm door instead. Mr. King also stated that since he submitted his application, he has changed his mind on what paint colors he wanted to use and submitted a rendering of the colors he chose which were: Sherwin Williams Woodstock Tan (HC-20) for siding, Powder Sand (2151-70) for trim, Hale Navy (HC-154) for shutters, either Hale Navy (HC-154) or white for front doors, and white storm doors.

Steve VanOrmer made a motion, seconded by Beth Gunnion and passed unanimously recommend Borough Council accept the application of Elam S. King, owner of 102/104 East Main Street, to install full glass metal-framed storm doors, to reinstall the old wooden shutters, to replace the shingles on the front door entrance roofs with cedar shakes and to change the exterior paint colors as follows: Sherwin Williams Woodstock Tan (HC-20) for siding, Powder Sand (2151-70) for trim, Hale Navy (HC-154) for shutters, either Hale Navy (HC-154) or white for front doors, and white storm doors, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

**REVIEW OF HARB ORDINANCE:** Tom Lainhoff reported that at the last Borough Council meeting, Council member Bruce Ryder stated that he had some comments for HARB to consider

and the HARB Ordinance was tabled at the meeting. He then reported that he and Bruce Ryder met and a revised draft ordinance was provided to the members tonight for their consideration.

The following changes were incorporated into the draft ordinance:

1. Delete the definition for Certified Staff because it is no longer referenced in the ordinance.
2. Section 500 - Add that painting or sealing of masonry structures requires a certificate of appropriateness and move the sentence that states "Painting of exterior wooden surfaces does not require HARB review or a permit" to the end of this section.
3. Section 501.1(a) – No change needed in the ordinance but the board will develop standard conditions regarding pre-approved activities to be provided to applicants (such as a sheet describing the appropriate selection of a storm window). Christine Shipman will check with Lancaster City to see if they have pre-approved conditions we could use as a template.
4. Section 501.2(d) – Delete section because the preservation brief does not refer to masonry structures and painting wooden surfaces does not require a permit.
5. Section 501.2(e) – Delete temporary banners because this section relates to pre-approved activities that require a permit and temporary banners are not HARB regulated. To properly record that temporary banners do not require a permit, in Section 502 Signs, move the word "permanent" to state that "No permanent sign or advertising display of any kind shall be erected...until a Certificate of Appropriateness has been obtained."
6. Section 501.2(g) change "less than" to "not greater than"
7. Section 501.2(h) Add entire section to address repointing.
8. Section 503.2 – correct spelling to "that"
9. Section 503.5(a) – correct spelling to "complied"
10. Section 600 – Add sentence: "Property" as used in this Section shall apply to buildings and structures.
11. Section 703.3(g) – Delete this section because comments are not provided on the Certificate of Appropriateness.
12. Section 704.4(b) and (c) – Switch (b) and (c) which are two of the options for Council when considering a Certificate of Appropriateness. For each Certificate of Appropriateness, Council has three options: 1) Approve HARB's recommendation to issue a Certificate of Appropriateness, 2) Deny the Certificate of Appropriateness, or 3) Approve a Certificate of Appropriateness with conditions set by Council.

Beth Gunnion made a motion, seconded by Dave Measel and passed unanimously to forward the draft revised HARB Ordinance to Borough Council for their consideration. Tom and Chris Lainhoff stated that they were unable to attend the next Council meeting on September 8, 2015 when it will be discussed because they will be out of town.

**OTHER BUSINESS:** None.

**PUBLIC COMMENT:** None.

**ADJOURNMENT:** Beth Gunnion made a motion, seconded by Dave Measel and passed unanimously to adjourn the meeting at 8:40 p.m.

Respectfully Submitted,

Christine D. Shipman  
Administrative Assistant



**HISTORIC ARCHITECTURAL REVIEW BOARD  
MINUTES  
TUESDAY, OCTOBER 6, 2015**

Members Present: Tom Lainhoff (7:35 pm) Len Ferber  
Beth Gunnion Steve VanOrmer (7:35 pm)  
Dave Measel Chris Lainhoff (7:35 pm)

Others Present: Christine Shipman Lee Potts  
Benuel Fisher J. Donald Bowman

**CALL TO ORDER AND PLEDGE TO THE FLAG:** The meeting was called to order at 7:30 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. Len Ferber stated that the HARB recommendations from this meeting will be voted on at the next Borough Council meeting which is scheduled for October 13, 2015.

**PUBLIC COMMENT:** None.

**317 MILLER STREET – Replace house roof and porch roof:** J. Donald Bowman, owner of 317 Miller Street, was in attendance and reviewed his application to replace the house roof that is currently slate but is deteriorated and unable to be repaired any more. He stated that he desired to install the same architectural shingles that are on the back of the house on the front of the house. He is also applying to replace the existing rolled metal porch roof with a standing seam metal roof that will have a lip gutter to aid in water flow. Chris Lainhoff stated that the hip return should have a standing seam and not capped and be a true standing seam. Mr. Bowman stated that the existing half round copper gutter will be reinstalled and the copper top on the roof peak will be reinstalled as well.

Chris Lainhoff stated that synthetic slate is also an option to which Mr. Bowman stated that he had researched that product and it would increase the project cost approximately \$10,000 but if he had the additional funds he would prefer to utilize that product.

Len Ferber turned the chair over to Chairman Tom Lainhoff.

Len Ferber made a motion, seconded by Beth Gunnion and passed unanimously recommend Borough Council accept the application of J. Donald and Yvonne M. Bowman, owners of 317 Miller Street, to 1) replace the existing slate house roof with architectural shingles as submitted or to install synthetic slate and 2) replace the porch roof with a standing seam metal roof with true standing seams as discussed, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

**MINUTES OF SEPTEMBER 1, 2015:** Beth Gunnion made a motion to approve the minutes of the September 1, 2015 meeting as printed. Members Tom Lainhoff, Gunnion, VanOrmer and Measel cast assenting votes. Members Chris Lainhoff and Len Ferber abstained from voting because they were not in attendance for the meeting.

**1 MILLER ST – Replace door:** Benuel Fisher, owner of 1 Miller Street, was in attendance and reviewed his application to replace the east side wooden door with a fiberglass door. Mr. Fisher stated that the existing door is a door for an apartment and is in need of repair. Mr. Fisher stated that the existing metal storm door could either stay or he would consider replacing it. Chris Lainhoff provided Mr. Fisher with details about a more desirable replacement storm door to consider and Mr. Fisher was not sure how he wished to proceed. When asked about his original application to replace the main door, Mr. Fisher stated that he was actually replacing the door and the frame. Tom Lainhoff stated that the frame change makes it a more visible change and the replacement door frames are not as durable as the original door frames.

Steve VanOrmer stated that he did not feel he had enough information regarding the condition of the door and that the goal of HARB is to retain as many original features of a house as possible. He asked Mr. Fisher if he would be willing to have his application tabled and allow a couple of HARB members to meet with him on his property to inspect the door to determine if it is an original door or if it was already a replacement door, to which Mr. Fisher agreed. Mr. VanOrmer added that it was possible that the HARB members could advise him of a good way to repair his existing door which would allow him to make the repair quicker and cheaper. Mr. Fisher stated that the members could meet him at his property at 8 am on Thursday, October 8, 2015. The members were reminded that no more than three members could meet with Mr. Fisher because of the Sunshine Act.

Steve VanOrmer made a motion, seconded by Chris Lainhoff and passed unanimously to table the application of Benuel K. Fisher.

**102 MILLER ST – Install chimney cap:** David Measel, owner of 102 Miller Street, was in attendance and reviewed his application for a chimney cap.

Steve VanOrmer made a motion to recommend Borough Council accept the application of David Measel and Ken Nguyen, owners of 102 Miller Street, to install a chimney cap as submitted, which is in accordance with the Secretary of the Interior’s Standards for Rehabilitation 36 CFR 67 Standard Number 9. Members Tom Lainhoff, Chris Lainhoff, Ferber, Gunnion and VanOrmer cast assenting votes. Member Dave Measel abstained from voting because he is the applicant.

**REVIEW OF HARB ORDINANCE:** The draft HARB Ordinance, which includes comments from Bruce Ryder, was distributed to all members for their review. Each comment was reviewed in detail and accepted as submitted with the following changes:

1. Section 401. – Change to state “but not necessarily the Borough Building Inspector.”
2. Section 403 – This section needs to be reworded to reflect the current practice.
3. Section 502 – Delete entire existing section 502.2 and make existing Section 502.2(a) to be Section 502.2 and add 502.5 to state “Replication of historic signage can be considered.”

4. Section 505 – Review this section and NPS Preservation Brief #31 to see if a list of uncorrected deficiencies can be developed.
5. Section 901 – Detail the sequence of events involved with enforcement in that 1) HARB recommendation for enforcement, 2) Council approves the enforcement and 3) The authorized representative files the enforcement.
6. Section 901 (a) Add “painting or sealing of masonry structures”
7. Add new section:  
Section \_\_\_\_ . Actions Not Requiring Certificate of Appropriateness  
Activities not regulated by the HARB include, but are not limited to the following:
  1. Painting of exterior wooden surfaces
  2. Temporary banners and/or signs (on display for a cumulative total of 30 calendar days or less per calendar year).
  3. [anything additional we wish to specifically list?]Please contact the Designated Staff member regarding any questionable activities.
8. Incorporate existing window policy into the Ordinance

Regulating satellite dishes was discussed and Len Ferber stated that they are regulated under the Zoning Ordinance and do not need to be addressed in the HARB Ordinance.

Lee Potts stated that he desired for the ordinance to be less restrictive regarding replacement windows to allow for easier maintenance and cleaning, adding that the wooden window is not visible behind his existing storm windows that are permitted.

Tom Lainhoff stated that HARB has an existing policy regarding windows that 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. He added that windows are an important feature of a house and were in place when the house achieved its original form. Tom Lainhoff stated that some people could see the difference behind the storm window and that under the proposed ordinance, storm windows could be installed or removed without HARB review. He also stated that replacement windows do not last and cannot be repaired and that HARB’s responsibility extends beyond the current owners and that most existing wooden windows can be repaired and continue to be used indefinitely.

Lee Potts asked if the ordinance could be modified to only apply to some windows because there are differences in windows. Bruce Ryder agreed that it would be hard to write an ordinance with flexibility and if modern windows are allowed, HARB is not doing what the ordinance is written to preserve.

The National Park Service “Standards,” of which all HARB recommendations are based on were discussed and it was pointed out that Standard #2 specifically states “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.” and that Standard #5 and #6 also speak to the preservation of existing windows.

Bruce Ryder noted that HARB has the obligation to make a recommendation based on the “Standards” and that the Council makes the decision and is the body that has the authority to make special considerations. Tom Lainhoff stated that prior Council President Jim Kiscaden made a statement in a public meeting that replacing original wooden windows in the historic district would never be approved.

Bruce Ryder advised Lee Potts that he could express his concern to Borough Council when they consider the ordinance but this change could go against the legislation that regulates historic districts.

It was the consensus of the members that the areas that need revised will be discussed at the November 3, 2015 HARB meeting and a revised draft will be submitted to Council for their consideration at their November 10, 2015 meeting.

**OTHER BUSINESS:** None.

**PUBLIC COMMENT:** None.

**ADJOURNMENT:** Steve VanOrmer made a motion, seconded by Beth Gunnion and passed unanimously to adjourn the meeting at 9:38 p.m.

Respectfully Submitted,

Christine D. Shipman  
Administrative Assistant

November 3, 2015 – Meeting Canceled

**HISTORIC ARCHITECTURAL REVIEW BOARD  
MINUTES  
TUESDAY, DECEMBER 1, 2015**

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

Others Present:        Christine Shipman                 Steve Young  
                               William Hutchinson                 Lenore Hutchinson

**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 8, 2015.

**PUBLIC COMMENT:** None.

**MINUTES OF OCTOBER 6, 2015:** Len Ferber made a motion, seconded by Dave Measel and passed unanimously to approve the minutes of the October 6, 2015 meeting as printed.

**138 WEST MAIN ST – Board and batten siding on sheds, install fence and painting:** Steve Young, new owner of 138 West Main Street, was in attendance and reviewed his application to 1) replace the shed siding with 1x8 pine board and batten siding and to add the same board and batten to the east side of the carport, 2) add a single row of wooden fence on the 136 West Main Street property line from the rear of the property to the beginning of the shed, and 3) to paint the second floor windows the same as the first floor windows. Tom Lainhoff stated that the shutters on the first floor of his house are some of the only remaining original 18<sup>th</sup> Century shutters in Strasburg and encouraged Mr. Young to continue to preserve them.

Len Ferber made a motion, seconded by Dave Measel and passed unanimously to recommend Borough Council accept the application of SEY Enterprises LLC, owner of 138 West Main Street, to 1) replace the shed siding with 1x8 pine board and batten siding and to add the same board and batten to the east side of the carport, 2) add a single row of wooden fence on the 136 West Main Street property line from the rear of the property to the beginning of the shed, and 3) to paint the second floor windows the same as the first floor windows, which is in accordance with the Secretary of the Interior’s Standards for Rehabilitation 36 CFR 67 Standard Number 9.

**26 WEST MAIN ST – Painting and stain the garage:** William and Lenore Hutchinson, new owners of 26 West Main Street, were in attendance and reviewed their application to repaint the woodwork using the existing cream and red colors and to add a green accent color. They are also proposing to stain the garage and to replace the existing garage and post lights with lights that match the existing black lights on the house. Lenore Hutchinson stated that she will come back to a future meeting for a fence.

Len Ferber made a motion, seconded by Dave Measel and passed unanimously to recommend Borough Council accept the application of William and Lenore Hutchinson, owners of 26 West Main Street, to repaint the woodwork using the existing cream and red colors and to add a green accent color, to stain the garage and to replace the existing garage and post lights with lights that match the existing black lights on the house, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

**REVIEW OF HISTORIC DISTRICT ORDINANCE:** The draft Historic District Ordinance, which includes changes discussed at last month's meeting, was distributed to all members for their review. The changes were reviewed in detail.

Len Ferber made a motion, seconded by Dale Kaufman and passed unanimously to forward the revised Historic District Ordinance to Borough Council for consideration at their December 8, 2015 meeting.

**OTHER BUSINESS:** Dale Kaufman officially registered a property maintenance complaint regarding 23-29 West Main Street noting the following deficiencies: needs painted, brick doorsteps are falling apart and the storm windows and windows are falling apart. This violation will be passed onto the Zoning Officer for enforcement. Christine Shipman also reported that the Zoning Officer will also be following up on the property maintenance violations for 106 East Main Street.

Len Ferber congratulated Beth Gunnion, Tom Lainhoff and Chris Lainhoff for receiving awards at the Historic Preservation Trust banquet. Beth Gunnion received a C. Emlen Urban Award for Restorative and Adaptive Reuse for the restoration of the Catherine Barge Tavern at 120 East Main Street. Tom and Chris Lainhoff each received a Master Craftsman award.

**PUBLIC COMMENT:** None.

**ADJOURNMENT:** Dale Kaufman made a motion, seconded by Len Ferber and passed unanimously to adjourn the meeting at 8:40 p.m.

Respectfully Submitted,

Christine D. Shipman  
Administrative Assistant