

**HISTORIC ARCHITECTURAL REVIEW BOARD
MINUTES
THURSDAY, JANUARY 25, 2007**

Members Present: Steve VanOrmer Beth Johnson
 Dale Kaufman Len Ferber
 Cheryl Hershey Florence Hoogerwerff

Others Present: Christine Drennen Peter & Doreen Fabulian
 Carole Wilson, LCPC Nina Evangelista
 May Gaynor Terry Taylor
 Cliff Carter Jeff Taylor

CALL TO ORDER AND PLEDGE TO THE FLAG: The meeting was called to order at 7:15 P.M. by Chairman, Steve VanOrmer, followed by the salute to the flag. It was announced that the meeting was being audiotaped to assist in the preparation of the minutes. It was stated that Tom Lainhoff was unable to attend tonight's meeting due to an unforeseen need at his employment but that he had provided his written comments for use during the meeting.

PUBLIC COMMENT: May Gaynor asked if she would be allowed to speak later during specific agenda items and Steve VanOrmer stated that she could.

REORGANIZATION: Steve VanOrmer made a motion to nominate Tom Lainhoff as Chairman, adding that he had previously verified that he was willing to serve in this capacity. Len Ferber seconded the motion and passed unanimously.

Beth Johnson made a motion, seconded by Dale Kaufman and passed unanimously to nominate Steve VanOrmer as Vice-Chairman.

MINUTES OF DECEMBER DECEMBER 7, 2006: Len Ferber made a motion, seconded by Florence Hoogerwerff and passed unanimously to approve the December 7, 2006 meeting minutes with the additions suggested by Tom Lainhoff after they are verified that they are in the recording.

8-10 EAST MAIN STREET – Demolish Barn: Steve VanOrmer read Tom Lainhoff's comments regarding 8-10 East Main Street stating that despite the fact that Justice Hamilton twice warned Cliff Carter about maintaining an attractive nuisance and HARB's reminder about this condition at the December meeting, nothing has been done to date to secure the barn and that unless this is done without further delay, he recommended that the Borough move immediately to follow suit.

Cliff Carter was present and hand submitted a letter dated January 23, 2007 stating his desire to replacing the back half of the barn with plywood and covered with shingles, repair the roof trusses and rafters, replacing the damaged corner post, repairing and closing up the doors and windows and to install spouting on both sides of the roof. Following discussion, Mr. Carter also agreed to repair the coupola.

Len Ferber made a motion, seconded by Dale Kaufman and passed unanimously to approve the revised application by the letter from Clifton T. Carter dated January 23, 2007 for the repairs to the barn in the rear of 8-10 East Main Street to replacing the back half of the barn with plywood and covered with shingles, repair the roof trusses and rafters, replacing the damaged corner post, repairing and closing up the doors and windows making the side doors and windows non-functioning and windows with plywood on side to appear as normal from exterior, to repair/install spouting on both sides of the roof, repair existing siding with boards found inside the barn and to repair and paint the coupola, which is in

accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 6.

Mr. Carter was thanked for his willingness to cooperate with the Borough by amending this application to repair the barn rather than to demolish it.

314 MILLER STREET – Replace front porch support posts and install handrail at side porch: The applicants Jeffrey & Theresa Taylor, owners of 314 Miller Street, were present and reviewed their application to replace the front porch support posts with a “permapost” material with tuscan base and install a handrail also using “permaporch” railings at the side porch. Steve VanOrmer stated that the existing front posts are good wooden pine posts only rotted a few inches from the base. He suggested removing the rotted section of the posts (approximately 6”), replacing with a block of treated lumber and then apply a thin redwood box molding with additional molding on the top edge to hide the joint. The railing for the side porch was discussed and it was the consensus to use wood materials with one of the support posts in the ground and the other attached to the house, vertical boards and 2 X 2 square ballisters. Steve VanOrmer stated that using KILZ primer on treated wood only dried a few months can be painted with a water based latex paint. It was the consensus of the applicants and the members that these repairs retain the historic wood features and is also a more cost-effective repair.

Dale Kaufman made a motion, seconded by Florence Hoogerwerff and passed unanimously to approve the application of Jeffrey and Theresa Taylor, owners of 314 Miller Street to repair the wood porch posts and to construct a railing on the side entry using pressure treated wood or redwood, painted white, rather than the vinyl railing system originally applied for utilizing similar detailing to that shown on the application, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

11 SOUTH DECATUR STREET – Sign: Doreen Fabulian, future proprietor of the shop owned by Bob Bachman at 11 South Decatur Street, was present and reviewed her application for a sign. A sample printed on paper was provided and copied to the members. The applicant stated that it is a vinyl sheet decal applied to a material called dibond that looks like wood. It was the consensus of the applicant and the members that a high gloss vinyl looking sign is not desired and the applicant agreed to relay that concern to the sign maker.

Len Ferber made a motion, seconded by Dale Kaufman and passed unanimously to approve the application of Doreen Fabulian, proprietor and Bob Bachman owner to install a sign to the existing post following the sample submitted and as presented on the application, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

49 EAST MAIN STREET – Replace front porch flooring and painting: At the request of the applicant who was unable to attend this meeting, this application will be tabled until a future meeting.

243 MILLER STREET – Replace barn roof with aluminum edging and replace gutters: Larry and Pauline Shurr, owners of 243 Miller Street, were present and reviewed their application for repairs to the barn roof.

Len Ferber made a motion, seconded by Beth Johnson and passed unanimously to approve the application of Larry and Pauline Shurr, owners of 243 Miller Street, to tear off one layer of existing roofing material from entire barn roof, install one ice and water shield above eave area, install 30 pound underlayment felt, install Certainteed Hattaras fiberglass self-seal shingles to match the house roof, install ODE aluminum edging, remove existing gutters, install white aluminum 6” half round gutters and 4” downspouts,

installed with white aluminum #12 shanks and 6” circles spaced 24” apart, which is in accordance with the Secretary of the Interior’s Standards for Rehabilitation 36 CFR 67 Standard Number 9.

2006 YEAR END REPORT: Len Ferber made a motion, seconded by Dale Kaufman and passed unanimously to forward the 2006 HARB Year End Report to Borough Council.

REVIEW OF DRAFT BYLAWS: The draft bylaws including revisions suggested by Borough Council were reviewed. In response to a question raised by Mayor Ryder, Tom Lainhoff’s written comments suggested the following revision to Article X.1.C as follows:

Make proposals to the Borough Council for the creation of historic preservation ordinances and/or their revision as may be required to ~~implement the goals of an historic preservation plan~~ **preserve and protect the cultural, historical and architectural assets of the Borough.**

Len Ferber made a motion, seconded by Cheryl Hershey and passed unanimously to forward the revised bylaws back to Borough Council for their consideration.

REVIEW OF SUBDIVISION AND LAND DEVELOPMENT ORDINANCE: Steve VanOrmer stated that on Page 51 of the Subdivision and Land Development Ordinance, it references section 402.05.09 which does not exist.

The following suggestions were made:

- * Add to Section 102.09 – ensure that new construction is compatible with existing buildings and neighborhoods
- * Article I, Section 102 insert new section following 102.05 – Securing the preservation and protection of cultural, historical and architectural features.
- * Section 104.06 – add ...or demolish any building upon the land...
- * Define historic resource – any building, structure, site or object that is part of or constitutes a historic property.
- * Define historic property – area of land containing a single or group of historic resources
- * Require preliminary and final plans to show existing buildings and the planned disposition of those buildings.

It was the consensus to have Carole Wilson review the existing Ordinance and provide her suggestions for revisions. Members were asked to also review the Model Ordinance she provided to pick out sections to recommend for inclusion in the update.

OTHER BUSINESS:

Main/Miller/Lancaster Avenue Intersection: May Gaynor mentioned the Main/Miller/Lancaster Avenue intersection and Carole Wilson stated that Section 106 requires PennDOT to allow HARB to review the plans. Carole Wilson stated that HARB can require (and it has been done in other municipalities such as Millersville) black lantern light posts, a planting area and a more historic looking traffic signal. It was the consensus that HARB members want to be involved in the review of the plans for this intersection.

Grants: May Gaynor stated that she provided the secretary with some recent articles and highlighted that one mentioned the Urban Enhancement Fund applications that were funded in 2006. She encouraged the members to explore this grant and possibly consider this as a funding source for the historic markers. Mrs. Gaynor also stated that the Tree Committee is receiving grant assistance from PSAB and Emily Hornyak from the County and encouraged HARB to pursue these options as well. Lastly, Mrs. Gaynor

mentioned that HACC is teaching a class for writing and funding grants and suggested that Tom Lainhoff may be interested in attending.

Signs: Len Ferber stated that he would like the Borough to enforce the sign ordinance more stringently, stating that there were 15 signs around town on Sunday for the Keystone Custom Homes development. Len Ferber made a motion, seconded by Beth Johnson and passed unanimously to ask Borough Council to enforce the Sign Ordinance specifically noting that Keystone Custom Homes has been a recent violator.

Most Endangered Historic Places: The Borough Manager provided an e-mail to the HARB asking for suggestions to send to the Historic Preservation Trust of Lancaster County for the most endangered historic places. It was the consensus to submit the home at 8-10 East Main Street and 236 Miller Street and Florence Hoogerwerff volunteered to submit this information on behalf of HARB.

PUBLIC COMMENT: May Gaynor stated that the Planning Commission began their review of the Subdivision and Land Development Ordinance. She expressed her concern that the Planning Commission is considering allowing a subdivision of less than 3 lots to go straight to final plan and was concerned with the potential impacts on the Historic District. Christine Drennen stated that the current language is that any development of 5 lots or less can go straight to Final Plan unless other criteria requires the submission of both Preliminary and Final Plan. She further explained that the Planning Commission is recommending any development of 3 lots or less could apply straight to final plan (actually reducing the number from 5 lots). In addition, the developer is required to process both Preliminary and Final Plans if other criteria are met, including the Stormwater Ordinance, which is required to be addressed if impervious surface of 1,000 square feet or greater is proposed.

ADJOURNMENT: Len Ferber made a motion, seconded by Florence Hoogerwerff and passed unanimously to adjourn the meeting at 9:30 P.M.

Respectfully submitted,

Christine D. Drennen
Administrative Assistant

**HISTORIC ARCHITECTURAL REVIEW BOARD
MINUTES
THURSDAY, FEBRUARY 22, 2007**

Members Present: Tom Lainhoff Steve VanOrmer
 Beth Johnson Dale Kaufman
 Cheryl Hershey Florence Hoogerwerff

Others Present: Christine Drennen Robert Winters
 Carole Wilson, LCPC May Gaynor

CALL TO ORDER AND PLEDGE TO THE FLAG: The meeting was called to order at 7:15 P.M. by Chairman, Tom Lainhoff, followed by the salute to the flag. It was announced that the meeting was being audiotaped to assist in the preparation of the minutes. Steve VanOrmer and Christine Drennen stated that Len Ferber had contacted them prior to the meeting and stated that he was unable to attend this meeting because he had to attend a real estate closing.

PUBLIC COMMENT: May Gaynor provided copies of prior newspaper articles regarding the subdivision of 236 Miller Street to remind the members why she is concerned with the recommendations of the Planning Commission regarding subdivisions of less than 3 lots. She asked HARB to suggest to the Planning Commission that all subdivisions be required to go through Preliminary and Final Plan processes.

MINUTES OF JANUARY 25, 2007: Steve VanOrmer made a motion, seconded by Dale Kaufman and passed unanimously to approve the minutes of January 25, 2007 as printed.

49 EAST MAIN STREET – Replace front porch flooring & painting: Robert Winters, owner of 49 East Main Street, was present and reviewed his application, adding that he was considering using a composite porch flooring material and asked for suggestions from the Board . Dale Kaufman provided information on a composite material that is tongue and groove and comes primed and ready to paint. Following discussion, it was unclear if the material is available in a smooth finish to replicate the flooring on the porch.

Tom Lainhoff stated that he researched tongue and groove flooring and found that the cheapest material, which he added is highly rot resistant, is mahogany. The middle priced material is cedar and the most expensive is composite (almost 2 times the cost). Mr. Lainhoff added that the Secretary of the Interior’s standards first ask for the same materials to be used and then to consider replacement materials where the actual materials are cost prohibitive or not available. Mr. Winters was also reminded that even the composite material requires repainting. The primer to be used on the wood was discussed and recommended either Kilz 2 or Impervo.

Steve VanOrmer made a motion, seconded by Beth Johnson and passed unanimously to approve the application of Robert and Betty Winters, owners of 49 East Main Street to replace the porch floor with a cedar or mahogany wood deck floor which is less expensive than a composite material and does not affect its longevity, which is in accordance with the Secretary of the Interior’s Standards for Rehabilitation 36 CFR 67 Standard Number 9.

Dale Kaufman made a motion, seconded by Florence Hoogerwerff and passed unanimously to approve the application of Robert and Betty Winters, owners of 49 East Main Street to repaint with the paint colors as submitted, which is in accordance with the Secretary of the Interior’s Standards for Rehabilitation 36 CFR 67 Standard Number 9.

REVIEW OF SUBDIVISION AND LAND DEVELOPMENT ORDINANCE: It was the consensus to table this item since the Planning Commission is considering a different route for the update of this ordinance.

REVIEW OF HARB BYLAWS: Carole Wilson stated that some of the grants that a Certified Local Government can receive is for educational brochures, sponsoring a trade show for historic property homeowners to know the proper way to restore/maintain their homes and to conduct an inventory.

Carole Wilson stated that the Borough Council was concerned with several sections of the HARB Bylaws including membership, attendance, design guidelines, designated person, expenditures for services and functions and duties. Carole provided a new marked up set of simplified bylaws referencing the Ordinance where applicable and addressing the areas of concern.

It was discussed that Borough Council asked HARB to verify that the membership requirement in the Ordinance is met, specifically because one member fills both requirements for a registered architect and a building inspector. Carole Wilson stated that she checked with Michel Lefevre of the PA Historic and Museum Commission and he stated that he felt this was satisfactory as long as the member is qualified. Dale Kaufman stated that he is familiar with the building codes, taken classes and is certifiable as a building inspector. Carole Wilson added that by not having the Borough's third party Building Inspector appointed as a member to HARB, this saves the Borough an expense by not having to pay him to attend the meetings but that the Board always has access to the third party Building Inspector through the Secretary.

Dale Kaufman made a motion, seconded by Steve VanOrmer and passed unanimously to approve the revised bylaws as submitted and as recommended by Carole Wilson including any additional minor revisions to be e-mailed to the Secretary to be distributed to the members and Borough Council prior to the February 27, 2007 Council meeting with all Borough board members.

OTHER BUSINESS: Dale Kaufman stated that it would be good if the Borough could connect with other local Historic Review Boards for trainings.

Christine Drennen reported that Cliff Carter was advised the process he needs to follow in order to receive his building permit for the repairs to the barn. Tom Lainhoff asked Christine Drennen to have the owner provide a timeframe on the permit and to encourage him to proceed to limit his liability at this property.

PUBLIC COMMENT: None.

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

Respectfully submitted,

Christine D. Drennen
Administrative Assistant

**HISTORIC ARCHITECTURAL REVIEW BOARD
MINUTES
THURSDAY, MARCH 22, 2007**

Members Present: Tom Lainhoff Steve VanOrmer
Beth Johnson Dale Kaufman
Cheryl Hershey Florence Hoogerwerff
Len Ferber

Others Present: Christine Drennen, Administrative Assistant
May Gaynor
Jeff Smoker
Kim Brotzman

CALL TO ORDER AND PLEDGE TO THE FLAG: The meeting was called to order at 7:15 P.M. by Chairman, Tom Lainhoff, followed by the salute to the flag. It was announced that the meeting was being audiotaped to assist in the preparation of the minutes.

PUBLIC COMMENT: None.

MINUTES OF FEBRUARY 22, 2007: Steve VanOrmer made a motion, seconded by Len Ferber and passed unanimously to approve the minutes of February 22, 2007 as submitted.

251 MILLER STREET – Reside West & South sides of barn to omatch previous renovation, paint barn, replace basement windows, fence on West side of house to match East side, repoint foundation of house: Jeff Smoker, owner of 251 Miller Street, was present and explained his application.

Mr. Smoker explained that he planned the following improvements:

Barn Renovations:

- * Residing of West & South sides - they will remove the old siding on the West and South sides (South side not visible from the street) and put on siding to match the East and North sides which is a rough cut 1 x 10 pine channel rustic board (also called reverse batton).
- * Windows – they will be replaced with barn sash windows
- * Northern door on the West side - will be a wooden Dutch door similar to that installed on the North side.
- * Southern door on the West side – will be either a wooden swinging door or a roll track door
- * All hinges will be replaced with strap hinges

Repointing Foundation of House: Mortar will match the repointing previously done on the stone pillars (has more tan than gray).

Fence: Will match the fence on the East side of the house and will begin on the West side of the porch and extend to the property line and then continue back towards the evergreens.

Replace Basement Window (on East side of house): Will be a wood sash, true divided 9 light, double pane glass window. Mr. Smoker stated that this window is being made for him by a friend but added that there is an Amish man who makes wooden windows who lives on Old Dam Road close to Nickel Mines would be a resource for others.

Paint Barn: Mr. Smoker asked the board for suggestions and options discussed were to:

- 1) let the pine board weather and not paint or stain at all
- 2) white wash or transparent stain to match color of house trim
- 3) weathering stain
- 4) paint beige/buff color (same as house trim)

Dale Kaufman made a motion, seconded by Len Ferber and passed unanimously to approve the application of Jeff & Joanna Smoker, owners of 251 Miller Street to paint the barn with either an weathering/age stain or a light color that will match the house trim color, replace the basement window as discussed with true divided lights, replace siding on the West side of the barn to match previous renovations, repoint foundation of the house to match the mortar color of the stone on the entry steps and to install a fence on the West side of the house to match the fence on the East side of the house, replace hinges with strap hinges and to not destroy the boards he is removing from the barn for possible reuse elsewhere, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

308 MILLER STREET – Sign and paint barn: Jeff Smoker, co-owner of 308 Miller Street, was present and explained his application for a sign and to paint the barn. He stated that the drawing submitted for the sign shows a 24" X 24" sign but after talking with the Zoning Officer, only a 3 square foot sign is permitted and the size will be reduced to comply with this requirement. He stated that the sign will be a two-sided sign and that he plans to re-use the existing sign post on the property after he cuts back the evergreen. He explained that the top and bottom of the sign has a raised trim piece and has recessed parallel grooves. Regarding the painting of the barn, he explained that it is constructed of the same material that his barn at 251 Miller Street is and painting/staining options were discussed in detail under that agenda item.

Len Ferber made a motion, seconded by Steve VanOrmer and passed unanimously to approve the application of Jeff, Justin and James Smoker, co-owners of 308 Miller Street for a 3 square foot sign to be painted charcoal background and white lettering or green background with gold lettering or other color as presented and to paint the barn a silvery gray or off-white translucent stain, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

Mr. Smoker asked the Board's opinion regarding a future application for a standing seam roof similar to that over the porch. It was the consensus that a standing seam roof is an upgrade to the existing roof and would be considered. Steve VanOrmer stated that he was very impressed with the work that was done when they installed the standing seam roof on his barn at 251 Miller Street. Mr. Smoker agreed to provide the Borough with business cards for that contractor.

47 EAST MAIN STREET – Porch repair, replace tin roof with raised seam metal roof: Kim Brotzman, owner of 47 East Main Street, was present and explained her application to remove the two sets of steps and install one 6' wide step in the middle, and to replace the roof on the porch and to replace the skirt board and porch deck with composite boards. She stated that she checked the stability of the porch posts and decided that she is not planning to replace them at this time. Tom Lainhoff stated he also checked the porch posts and agreed that they are not rotten and do not need replaced.

Board members provided the applicant with information regarding using real wood instead of composite and added that both materials need to be painted, wood will last a long time and the composite is more expensive. Following discussion, Mrs. Brotzman agreed to install mahogany wood porch floor that will be stained, expose the brick pillars behind the skirting on the porch and repoint the bricks a buff color, install a vinyl lattice to be spray painted a flat color framed with pressure treated wood and set behind the

fascia and between the brick pillars to prevent animals from getting in under the porch, replace the gutters and downspouts with half round and to replace the two smaller steps to the porch with one 6' wide step with the steps to be stained mahogany and the remaining wood to be painted white.

Len Ferber made a motion, seconded by Steve VanOrmer and passed unanimously to approve the application of Kimberly Brotzman, owner of 47 East Main Street to replace all rotted wood on porch with wood, remove the skirting from the porch, replace porch decking with mahogany, replace steps with one 6' step in the middle with the risers to be stained mahogany and the remaining wood on the steps to be painted white, repair the existing brick sidewalk with a pattern to be determined by the owner, install a framed lattice critter stop behind the porch preferably constructed out of wood but can be vinyl spray painted to appear less glossy, repoint the bricks with tan or off white mortar and to replace gutters and downspouts with half round, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9. The applicant will obtain an estimate on a standing seam roof which will be applied for and considered at a future meeting.

OTHER BUSINESS:

September 2007 Meeting Date: Christine Drennen explained that the September 2007 meeting date is advertised and scheduled for the 3rd Thursday of the month (October, November and December are purposefully scheduled for the 3rd Thursday of the month rather than the 4th Thursday of the month to avoid conflicts with holidays). She asked for the members' opinion if the meeting date should remain the 3rd Thursday (September 20, 2007) or if it should be changed and readvertised for the 4th Thursday (September 27, 2007). It was the consensus of the members to table this matter until a future meeting to allow members to check their schedules.

Approval of Annual HARB Letter: Christine Drennen provided a draft of a revised annual Historic District reminder letter to be sent to all property owners in the Historic District. Len Ferber made a motion, seconded by Beth Johnson and passed unanimously to authorize the letter to be sent as drafted.

HARB Bylaws and CLG Application: Tom Lainhoff reported that Borough Council approved the HARB bylaws at their meeting on March 13, 2007 and authorized the submission of an application to become a Certified Local Government. Christine Drennen will work with Carole Wilson to develop a draft of the application for review at a future meeting. All members were reminded that they needed to prepare a HARB resume for inclusion with the application.

113 West Main Street: Steve VanOrmer stated that the owner of 113 West Main Street contacted him and asked for direction for a future application to replace the front door, noting that the existing front door is metal. Some suggestions provided were to install a solid wood door with 6 panels and to install 3 lights of glass across the top in the transom or to install a wooden door with true divided lights. Tom Lainhoff and Dale Kaufman agreed to look at the property and provide additional suggestions.

Subdivision and Land Development Ordinance: Tom Lainhoff stated that copies of the Pottstown Borough Subdivision and Land Development Ordinance as well as their Zoning Ordinance were provided to members for their review. He added that these are being used as a model for the update of the Ordinance. Members were asked to review the Ordinance for review at a future meeting.

PUBLIC COMMENT: May Gaynor asked HARB's position regarding the intersection of Main/Miller and Lancaster Avenue. Tom Lainhoff and Len Ferber stated that they wished the intersection could go back to the way it was. Len Ferber added that in the years he ran ambulance, there were very few accidents at that location. Dale Kaufman suggested one component could be an island constructed of a material other than just concrete with a curb and a very low maintenance ground cover. Christine

Drennen stated that the Borough Council intends to provide a map for board members to provide comments on but that the preparation of the map was delayed so the engineer could complete plans for the Route 896 Relocation Project.

ADJOURNMENT: Len Ferber made a motion, seconded by Steve VanOrmer and passed unanimously to adjourn the meeting at 9:25 P.M.

Respectfully submitted,

Christine D. Drennen
Administrative Assistant

**HISTORIC ARCHITECTURAL REVIEW BOARD
MINUTES
THURSDAY, APRIL 26, 2007**

Members Present: Tom Lainhoff Steve VanOrmer
Dale Kaufman Cheryl Hershey
Florence Hoogerwerff Len Ferber
Beth Johnson (7:30 PM)

Others Present: Christine Drennen, Administrative Assistant
Carole Wilson, LCPC
David Hindman
Donald & Yvonne Bowman
John & Irene Sigler
Chris Lainhoff
Nancy Lane
Joe & Bonnie Anderson
Ann Schein

CALL TO ORDER AND PLEDGE TO THE FLAG: The meeting was called to order at 7:15 P.M. by Chairman, Tom Lainhoff, followed by the salute to the flag. It was announced that the meeting was being audiotaped to assist in the preparation of the minutes.

PUBLIC COMMENT: None.

MINUTES OF MARCH 22, 2007: Len Ferber made a motion, seconded by Steve VanOrmer and passed unanimously to approve the minutes of March 22, 2007 as submitted.

51 EAST MAIN STREET – Replace porch posts with fluted posts & replace existing step with brick step: Joe and Bonnie Anderson, owners of 51 East Main Street, were present and explained their application to replace the front porch posts with wood tapered fluted posts and to replace the existing step with a brick step. The posts are 8’ tall and are 8” round at the bottom and 6” round at the top. The small square part at the top of the post where it connects to the porch is made of a composite material. Joe and Bonnie Anderson brought the post to the meeting to be reviewed by the board.

Len Ferber made a motion, seconded by Florence Hoogerwerff and passed unanimously to approve the application of Joe & Bonnie Anderson, owners of 51 East Main Street, to replace the two front porch posts with fluted wood posts as presented tonight with a synthetic top and cap, posts and caps to be painted the same color as the existing posts and to include reconstruction of the roof to match the picture as presented, which is in accordance with the Secretary of the Interior’s Standards for Rehabilitation 36 CFR 67 Standard Number 9.

317 MILLER STREET – Install additional garage door to barn: J. Donald and Yvonne Bowman, owners of 317 Miller Street, were present and explained their application to install an additional garage door to the barn and provided an edited picture showing what the barn would look like with the additional door installed. They explained that the garage sits approximately 75’ back from the road.

Steve VanOrmer made a motion, seconded by Len Ferber and passed unanimously to accept the application of J. Donald and Yvonne Bowman as submitted to install an additional garage door on the barn to match the existing door and to save the boards and hardware in the barn, which is in accordance with the Secretary of the Interior’s Standards for Rehabilitation 36 CFR 67 Standard Number 9.

225 MILLER STREET – Reside garage on two sides with aluminum siding to match existing two sides and repair windows: Dave Hindman, owner of 225 Miller Street, was present and explained his application to reside the garage on two sides with aluminum siding to match the existing two sides and to repair the wood around the windows and to repaint. Mr. Hindman stated that he plans to screw lathe on over the asbestos siding and then install the aluminum siding over top.

Len Ferber made a motion, seconded by Florence Hoogerwerff and passed unanimously to approve the application of Dave Hindman, owner of 225 Miller Street to reside the garage with aluminum siding on two sides and to repair the wood around the windows and to repaint the same color (white), which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

121 WEST MAIN STREET – Replace skylight window with dormer to match front dormer on the house: Ann Schein, representing the owner who is her daughter, Suzi Knowles, was present and explained the application to replace the leaking skylight window on the East side with a dormer to match the dormer on the front of the house. Following discussion, Ann Schein agreed to amend the application to indicate that either both skylights (East and West side) or one skylight (East side) would be converted to a dormer window to match the existing front window.

Len Ferber made a motion, seconded by Steve VanOrmer and passed unanimously to approve the application of Greg and Suzi Knowles to remove the skylights and replace with a matching dormer to that on the South Side and that the application was amended to include the East side window now and the West side window in the future if needed and that the same roofing materials and paint colors will be used, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

246 MILLER STREET – Demolition of shed to allow for future addition to home: John and Irene Sigler, owners of 246 Miller Street, were present and stated that they requested to withdraw their demolition application. Tom Lainhoff stated that he did meet with the applicants to review possible options. Mr. Sigler stated that they want to install an addition large enough to include a laundry room and a full bathroom since they currently only have one bathroom. Mr. Sigler asked if HARB members would be receptive to a plan to remove the existing shed and install an addition that would use similar façade materials including reusing materials where possible and to preserve the form and roofline of the shed as it was visible from Miller Street in the new addition.

It was the consensus of the members to encourage the owners of 246 Miller Street to continue their planning as presented including reusing the same type of materials and same architectural features as currently exist on the shed for the new addition.

112 WEST MAIN STREET – Replace sections of fence to match existing fence: Nancy Lane, owner of 112 West Main Street, was present and explained her application to remove the wooden sections of the fence enclosing her rear yard and to replace them with the same type of fence material used in the remaining sections of the fence. Mrs. Lane stated that they installed the newer sections of fence a couple of years ago and did not know that she needed a permit. It was the consensus of the members that this type of fence material would be approved since this fence encloses the rear yard and is not attached to the house and because it is matching the remaining sections of the fence.

Steve VanOrmer made a motion, seconded by Dale Kaufman and passed unanimously to approve the application of James and Nancy Lane, owners of 112 West Main Street to replace sections of fence to

match the remaining sections of fence in the rear yard, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

126 EAST MAIN STREET – Replace roof, remove German siding to expose earlier siding, expose first floor East window & replace casing on two second floor windows: Tom Lainhoff passed the chairmanship to Steve VanOrmer, the vice chair, because he is the contractor on this application. The contractor for this application, Chris Lainhoff, explained the application in detail. He stated that they are attempting to make the 48 inch long red oak shingles but he is having a difficult time locating appropriate logs. If the shingles cannot be made, 24 inch cedar shingles will be used with an 8 inch exposure. He also explained that the German siding will be removed from the east, west and south (rear) sides of the building exposing the earlier random width horizontal board siding already exposed on the Main street side of the home. Deteriorated siding will be repaired or replaced with matching siding and all corner boards will probably have to be replaced. A first floor East window will be exposed during the removal of the German siding and the casing will have to be repaired due to deterioration, a new shutter reproduced and new butt hinges will be reproduced. The Main Street side window has a 6 over 6 sash configuration and if they are proposing a different configuration for the East window, they will reapply to HARB. The exterior casing on two second floor windows will be reworked and new casings installed because of the removal of the later siding. Lastly, Chris Lainhoff stated that they will reapply to a future HARB meeting for the painting/staining of the earlier siding. Chris Lainhoff was praised by the members for his detailed application.

Len Ferber made a motion to approve the improvements outlined in application of Beth Johnson, owner of 126 East Main Street, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Numbers 6 and 9. Dale Kaufman seconded the motion. Members VanOrmer, Kaufman, Hershey, Hoogerwerff and Ferber cast assenting votes. Members Johnson and Lainhoff abstained from voting because they are the owner and contractor.

Steve VanOrmer passed the chair back to Tom Lainhoff.

135 EAST MAIN STREET – Sign: Rick Waller, owner of 135 East Main Street, was present and explained his application for a sign for the Iron Horse Inn. He stated that the sign originally hung from the porch but that does not meet the Zoning Ordinance height requirements so they are proposing to move the sign up on the roof. He stated that lighting will be pointed up to the sign from the roof and that the light will be turned off when the business is closed. They are also proposing a sign that says "Conestoga Waiting Room" to replicate the sign as shown on the old photograph. The sign materials are described in the application (6/4 Spanish Cedar laminated with urethane glue for waterproofing and carved lettering finished with gold leaf) and the holder will be black wrought iron. Mr. Waller stated that the size will be reduced from the size stated in the application to 15 square feet to comply with Zoning requirements.

Beth Johnson made a motion, seconded by Dale Kaufman and passed unanimously to approve the sign application of Rick and Denise Waller for a sign at the Iron Horse Inn at 135 East Main Street as described in their application, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

REVIEW OF CERTIFIED LOCAL GOVERNMENT APPLICATION: Carole Wilson and Christine Drennen provided a draft of a completed CLG application for review. It was the consensus of the members to submit the application as drafted and to have members submit their resumes within a week.

OTHER BUSINESS:

September 2007 Meeting Date: It was the consensus of the members to keep the September 2007 meeting date as September 20, 2007 as originally advertised.

Review of Main/Miller/Lancaster Avenue Intersection Plan: Carole Wilson stated that Millersville Borough had a historic looking traffic light installed and we need to decide what we want and to pursue that with PennDOT because they do have provisions to install a more historic looking intersection.

Dale Kaufman stated that the Tree Committee did review this intersection as well and will be forwarding their recommendations which include planting beds including trees outside of the sight triangle and possibly a cobblestone divider. HARB members also suggested the possibility of a brick divider.

Steve VanOrmer stated that he did not like the idea of the fountain being placed in front of the Swan Hotel because the Swan Hotel building itself is a treasure to be showcased. Rather, he suggested a brick walkway and to move the median over to have the additional space to allow room for a brick walkway to the intersection. Carole Wilson stated that the addition of the sidewalk to the intersection also serves as a traffic calming measure. She also suggested installing stamped concrete to designate the pedestrian walkway across the traffic lane.

Len Ferber stated that he does not like the current configuration of the intersection and in his opinion was confusing and more dangerous with this new design than before. The members discussed what entity is requiring the intersection upgrade and Steve VanOrmer stated that it was his understanding that after the State looked at the intersection and traffic counts, they wondered how it had remained in its current configuration for so long and that the stop sign is a temporary fix in anticipation for the long-term signalized intersection.

It was the consensus that the members liked the appearance of the lights used in Millersville. Tom Lainhoff expressed his concern that the lights make the overall height of this so much higher. It was decided that it is probably mandatory to illuminate a signalized intersection.

Steve VanOrmer stated that Mifflinburg has nice lamp posts with lanterns that are very appealing. Carole Wilson suggested obtaining pictures of their lamp posts as well as standards in other towns that are appealing.

Len Ferber made a recommendation to convey the thoughts to Borough Council and between now & next meeting to come up with further ideas. Tom Lainhoff stated that he would meet with the Police Chief to find out the requirements for items such as traffic lights and lighting. Carole Wilson also suggested contacting Susan Zacher at PHMC who deals with transportation projects.

Tom Lainhoff stated that he had previously discussed the intersection with the Police Chief who encouraged HARB members pursue what options are available in the intersection and provide their recommendation on how to proceed.

Dale Kaufman suggested combining HARB and Tree Committee recommendations to develop a rendering of the intersection being proposed.

Other proposed intersections were discussed and it was the consensus that even though they are located outside of the Historic District, the intersection designs should match.

WORKSHOP/CONFERENCE DISCUSSION: The possibility of holding a workshop was discussed. Carole Wilson agreed to develop some ideas and report back at a future meeting. Tom Lainhoff suggested holding the meeting in a room at the Railroad Museum.

OTHER BUSINESS: Based on a recommendation from Tom Lainhoff, Len Ferber made a motion seconded by Steve VanOrmer and passed unanimously to delete public comment from the beginning of the meeting. It was stated that this still allows for one opportunity for public comment at the end of the meeting. Steve VanOrmer stated that attendees with comments regarding a specific agenda item are on the agenda and applications are discussed prior to taking action.

Len Ferber distributed tax credit information he received while attending a recent class. He summarized the information stating that there are very few tax credits available for historic restorations.

PUBLIC COMMENT: None.

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

Respectfully submitted,

Christine D. Drennen
Administrative Assistant

**HISTORIC ARCHITECTURAL REVIEW BOARD
MINUTES
THURSDAY, MAY 24, 2007**

Members Present: Tom Lainhoff Steve VanOrmer
Dale Kaufman Cheryl Hershey
Florence Hoogerwerff Len Ferber (7:40 P.M.)
Beth Johnson

Others Present: Christine Drennen, Administrative Assistant
May Gaynor
Gary & Sue Roberts
Mark & Suzanne Combs

CALL TO ORDER AND PLEDGE TO THE FLAG: The meeting was called to order at 7:15 P.M. by Chairman, Tom Lainhoff, followed by the salute to the flag. It was announced that the meeting was being audiotaped to assist in the preparation of the minutes.

PUBLIC COMMENT: None.

MINUTES OF APRIL 26, 2007: Steve VanOrmer made a motion, seconded by Beth Johnson and passed unanimously to approve the meeting minutes from April 26, 2007 as submitted.

127 EAST MAIN STREET – Mailbox, window boxes, porch light: Mark and Suzanne Combs, owners of 127 East Main Street, were present and reviewed their application to install a mailbox, window boxes and an antique porch light. The placement of the mailbox was discussed with a consensus that it may be placed on the same side as the porch light with the top of the mailbox level with the top of the hand railing.

Dale Kaufman made a motion, seconded by Steve VanOrmer and passed unanimously to approve the application of Mark and Suzanne Combs, owners of 127 East Main Street, to install a mailbox, window boxes and antique green glass porch light as presented, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

201 WEST MAIN STREET – Fence: Gary and Sue Roberts, new owners of 201 West Main Street, were present and explained their application to install a fence in the rear yard for the safety of their small dogs. The proposed fence is a pressure treated fence and Steve VanOrmer stated that this type of wood can be painted after dried 4-6 weeks and applying a water-based primer such as Kilz 2 and then painted with a water base paint. The applicant also expressed the desire to paint the existing gazebo white to match the proposed fence.

Steve VanOrmer made a motion, seconded by Dale Kaufman and passed unanimously to approve the application of Gary and Sue Roberts, owners of 201 West Main Street, to install a pressure treated fence in the rear yard as presented and to paint the fence white after the pressure treated wood has dried and to paint the existing gazebo white, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

REVIEW OF MAIN/MILLER/LANCASTER AVENUE INTERSECTION PLAN: Steve VanOrmer provided photographs of the existing intersection which he edited using PhotoShop to show some possible improvements such as a brick sidewalk around the Swan Hotel corner from Miller Street to Lancaster Avenue and an island. It was the consensus that all members liked the proposed sidewalk.

Installing a replica fountain was previously suggested by the Tree Committee and it was the consensus that a fountain is not appropriate at this location and if it were done, it should be placed in the area of the Square where it originally was located. It was also the consensus that the Swan Hotel will be a focal point when it is completely restored.

Steve VanOrmer stated that he talked with the Police Chief regarding the following items:

- * Unsure if the triangle could have shrubbery due to sight obstruction issues – proposed plantings are being reviewed by the Tree Committee.
- * Police Chief is in agreement with the proposed sidewalk
- * Pedestrian crossing areas are encouraged.
- * Police Department is very interested in pushing to obtain to best intersection possible.
- * Timing of light cycles is based on a disabled person crossing the road.

It was the consensus that members should obtain pictures of desired elements for inclusion in the intersection. Dale Kaufman offered to obtain pictures of the traffic signal at F&M College.

Steve VanOrmer stated that it was his opinion that all lights proposed for the ends of the town should be the same proposed for this intersection.

Len Ferber asked the staff to investigate the proposed location of the controller box for the signals. It was suggested that the light standards not be centered in the sidewalk.

It was the consensus to have members review the proposals and a final recommendation will be forwarded to the Planning Commission at HARB's next meeting because Christine Drennen stated that the Tree Committee meeting in May was postponed and that the Borough Manager stated that the Planning Commission will not be reviewing recommendations on the intersection until its July meeting.

OTHER BUSINESS:

Public Comment: Tom Lainhoff stated that at the last meeting, in an effort to streamline meetings, a motion was made to limit public comment at the beginning of the meeting. Since then, Christine Drennen provided the members with information directing them to always allow public comment prior to a motion. Tom Lainhoff stated that he plans to ask for public comment at the beginning of the meeting for items relating to agenda items and then allow other comments at the end of the meeting. Christine Drennen also cautioned members if an item comes up under other business not specifically listed on the agenda and a motion is desired, public comment would need to be allowed prior to a vote.

Certified Local Government Application: Members were reminded that they needed to submit their resumes for inclusion with the application. Tom Lainhoff stated that a possible item to seek grant funds for in the future would be to obtain seismic monitors to determine the large truck traffic impact on historic homes.

Keystone Signs: Len Ferber complained about Keystone Custom Homes placing signs throughout town which are in violation of the Zoning Ordinance. Christine Drennen stated that another complaint was recently received and this issue was being turned over to the Zoning Officer.

8-10 East Main Street: Tom Lainhoff stated that the work is complete on the barn at 8-10 East Main Street. Christine Drennen added that the owner requested a final Building Code inspection. While we want to thank the owner for completing the work on the barn, Tom Lainhoff stated that he is very

concerned regarding several issues relating to the structural soundness of the house and that this was previously relayed to the owner, the office staff and the Police.

Specific items of concern were discussed including:

- * Need to remove destructive ivy and trumpet vines on building damaging the brick and mortar
- * Repointing needed (mortar is coming out of joints)
- * Bricks are falling loose
- * Back wall of flower shop collapsing
- * Exterior chimney is separating from the building
- * Wooden surfaces without paint
- * Aluminum siding installed over original millwork – water can get behind the aluminum

and cause deterioration.

Overall, the members are concerned that the lack of maintenance to this very significant historic building. It was discussed that the members are willing to proceed how ever Borough Council wishes to proceed – either through the HARB Ordinance, Property Maintenance or both. Tom Lainhoff will draft a letter outlining the violations and areas of concern to be reviewed at the next meeting.

Continuing Education: Florence Hoogerwerff asked about the 8 annual hours of required training for members. She stated that she has located an on-line historic preservation class but the cost is \$600.00 of which she is willing to pay for the portion that is not paid for by the Borough. Christine Drennen was asked to verify with the Borough Manager the maximum amount that would be covered by the Borough for the required training classes.

PUBLIC COMMENT: None.

ADJOURNMENT: Dale Kaufman made a motion, seconded by Steve VanOrmer and passed unanimously to adjourn the meeting at 8:35 P.M..

Respectfully submitted,

Christine D. Drennen
Administrative Assistant

Miller Street, Chuck Buckwalter. Tom Lainhoff suggested that they also consider installing a chimney cap and to check the chimney's flashing and Steve VanOrmer suggested verifying that the bricks inside are pointed with the correct mortar to reduce the chance of this problem occurring again. Christine Drennen stated that she also provided the contractor with the Strasburg Borough Care of Bricks guide.

Len Ferber made a motion, seconded by Dale Kaufman and passed unanimously to approve the application of Elizabeth Borcharding, owner of 22 Miller Street for spot repointing on the West gable end noting that the contractor is experienced with repointing historic buildings in Strasburg Borough, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

128 MILLER ST – Repair and/or replace wood shake shingles on porches and main roof: John Sigler, representing the owners David and Marsha Bowen of 128 Miller Street, was present and explained their application stating that the owners asked him to report that if replacement is necessary, they have decided to install wood shingles instead of the previously-applied for asphalt shingles.

Steve VanOrmer made a motion, seconded by Len Ferber and passed unanimously to accept the revised application of David and Marsha Bowen, owners of 128 Miller Street, to accept their proposal to repair or replace the roof shingles with wood shingles, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

126 MILLER ST – Fence and replace garage door: Brian Keller, owner of 126 Miller Street, was present and explained their application to install a picket fence to be painted white from the Northeast corner of their property across the driveway and ending at the existing split rail fence. He added that this fence will be painted white and will match the existing picket fence on their property. They also plan to replace their existing steel garage door with a carriage style door as presented.

Len Ferber made a motion, seconded by Steve VanOrmer and passed unanimously to approve the application of Brian and Paula Keller, owners of 126 Miller Street, to construct a cedar picket fence, painted white, from the Northeast corner of the house extending across the driveway and abutting the existing split rail fence, and that the fence to be like the existing picket fence and to replace a steel garage door with a carriage style door as submitted in the application, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

310 MILLER ST – Fence: Chad Harnish, owner of 310 Miller Street, was present to review their application for a fence and provided additional photographs taken from the road of the actual fencing material and its approximate placement. The proposed fencing is a 4' off-white PVC fencing. Steve VanOrmer asked Mr. Harnish if the fence had a shiny finish and Mr. Harnish stated that it did not. It was the consensus of the members that since this is a new home and the proposed fence will be in the back yard, the proposed PVC fencing material would be acceptable. Mr. Harnish added that they will install plantings around the fence to minimize its visibility from the street and that they plan to proceed with Option "b" as explained on their application to install the fence across the driveway and from the Northeast corner of the house towards the back of the property.

Len Ferber made a motion, seconded by Florence Hoogerwerff and passed unanimously to approve the application of Chad and Anne Harnish, owners of 310 Miller Street, to install a 4' off-white PVC fence as indicated on their application, using Option "b" from the Northeast corner of the house towards the back of the property and across the driveway, noting that the home is a newer style home and the fence will be located in the rear yard, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

246 MILLER ST – Addition: John and Irene Sigler, owners of 246 Miller Street, were present and reviewed their application for an addition. Tom Lainhoff stated that he and Steve VanOrmer met with the applicants to discuss this application. Steve VanOrmer asked what windows were proposed and Mr. Sigler stated that they would be 6 over 6 and if possible they would reuse the existing windows or locate other old 6 over 6 windows.

Len Ferber made a motion, seconded by Florence Hoogerwerff and passed unanimously to approve the application of John and Irene Sigler, owners of 246 Miller Street, including the following items submitted with their application: Attachment 1 (East elevation drawing), Attachment 2 (West elevation drawing) and Attachment 3 (outline specifications from Earl King, Inc. General Contractor) with the option up to the applicant of either replacing the windows or locating older 6 over 6 windows, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

15 MILLER ST – Log repair: Karl Collison, contractor for the owners, Patricia Cameron/Droz and Gail Cameron, was present and reviewed their application to repair logs on the West wall. Tom Lainhoff stated that he and Steve VanOrmer had met previously with the contractor to discuss the proposed work. Mr. Collison stated that he had planned to removed the rotted material and replace with White Oak green cut lumber and will use an axe to make the logs appear the same as the others. He added that the existing chinking and mesh will be removed, insulation will be added and then the area will be remeshed, perma-chinked and that it should be weathered and gray in appearance in a year at which time it will be coated with a preservative. He stated that in order for him to determine the cost of the improvement for the owner, he will repair the bottom log first. Steve VanOrmer stated that following HARB's commitment to preserve whatever is possible, he suggested a method for patching the logs and added that the repair should be done with old wood and not green wood because the green wood would shrink and not provide a good joint. Tom Lainhoff stated that following the National Park Service historic designations of either Not Contributing, Contributing or Landmark, this property is a Landmark.

Steve VanOrmer made a motion, seconded by Dale Kaufman and passed unanimously to accept the application of Patricia Cameron/Droz and Gail Cameron, owners of 15 Miller Street, to repair the logs as submitted and discussed with the applicant and HARB members reviewing the project upon the completion of the first log prior to continuing, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 6.

46 WEST MAIN ST – Replace windows and add stucco finish to reduce window height due to installation of interior ceiling; remove overhead doors and replace with windows, French doors and masonry wall; placement of heat pump condensers to be screened with shrubs: Ken Johnson and George Desmond representing Wesley United Methodist Church were present and reviewed the application for the removal of the single pane windows and the installation of vinyl casement fixed windows with integral mullions and approximately 18" above each new window will be a stucco finish to allow for duct work and new suspended acoustical ceiling internally installed. The application also calls for the removal of existing non-insulated overhead doors to be replaced with a combination of windows (vinyl, casement), French doors and a portion of new masonry wall below the window line, placing heat pump condensers along the West side of the building to be screened from the road with shrubs. Specifications on the windows and detailed plans showing the proposals were also submitted as part of the application.

Len Ferber made a motion, seconded by Dale Kaufman and passed unanimously to approve the application of the Wesley United Methodist Church for improvements to the building located at 46 West Main Street based on the application, specifications and drawings submitted, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

37 EAST MAIN ST – Replace barn roof, replace front porch deck to be painted same color, repair & replace bricks and mortar on West side of house as needed: Cheryl Hershey, owner of 37 East Main Street, was present and reviewed her application to:

1. Replace the asbestos cement roofing on the barn with architectural shingles same as on the house (photographs were submitted)
2. Replace front porch deck with new wood (mahogany or cedar) to be painted the same light grey (photographs were submitted)
3. Repair and replace some bricks and mortar on the West side of the house with the proposed Lehig cement mortar to be Ivory 12B according to the brochure.

The porch floor was discussed and mahogany was suggested for the porch flooring because of its ease of painting. Also discussed was the need to paint the top, bottom and inside the tongue and grooves to eliminate the problem she is currently experiencing where she repainted the top and the bottom was probably not properly painted which causes the existing pine boards to buckle.

The brick and mortar problem was discussed and it was the suggestion that the cause of the problem needed to be determined prior to repairs. The applicant agreed to table Item #3 relating to the repair and replacement of bricks and repointing pending further review.

Len Ferber made a motion to approve the application of Cheryl Hershey, owner of 37 East Main Street to replace the asbestos cement roofing on the barn with architectural shingles to match the house and to replace the front porch decking with 13/16 mahogany or cedar to be painted light grey and to table the repair and replacement of bricks and mortar pending further review. Dale Kaufman seconded the motion. Members Ferber, Hoogerwerff, Kaufman, Lainhoff and VanOrmer cast assenting votes. Member Hershey abstained because she is the applicant. Motion carried.

REVIEW OF MAIN/MILLER/LANCASTER AVENUE INTERSECTION: Tom Lainhoff stated that he would object to a signal standard being installed in front of the Swan Hotel because of its historic importance. Instead, it was suggested that either the signal could reach out from the opposite side of the street or use less-intrusive free standing signal poles.

Paula Stanley stated that twice she was almost hit in this intersection since the temporary improvements. She stated that the problem is when you come east on Miller Street and turn left onto Lancaster Avenue and the traffic traveling west on West Main Street does not slow down and she added that she is unsure who has the right-of-way.

May Gaynor stated that the Comprehensive Plan has provisions to lessen the traffic in town (for example, improvements to Edisonville Road) and with the traffic reduction methods outlined in the Comprehensive Plan, she believed that the intersection may no longer warrant a traffic signal.

Dale Kaufman relayed the suggestions from the Shade Tree Committee to install double edged cobblestone with a low ground cover in the center island and to have vertical curb, 3 October Glory maples and ground cover on the North island. He relayed that the Tree Committee liked the suggestion of the brick sidewalk around the Swan.

Penny D'Alessandro suggested decreasing the width of the entire intersection.

Len Ferber suggested having PennDOT representatives attend a future meeting to discuss what is permissible in this intersection regarding the traffic signals. He adding that he does not believe a signal is warranted either using the current traffic study or a reduced traffic count after the traffic lessening improvements outlined in the Comprehensive Plan have been completed.

Len Ferber made a motion, seconded by Steve VanOrmer and passed unanimously to forward the following recommendation to Borough Council and the Planning Commission regarding the intersection of Main/Miller/Lancaster Avenue:

It is of the highest concern of HARB that the Main/Miller/Lancaster Avenue intersection be constructed with utmost attention to the details which would enhance the historic character of our town. In this regard, we recommend the following:

1. The inclusion of a sidewalk following the perimeter of the proposed intersection around the Swan Hotel. This could easily be included by eliminating the small island at the entrance to Miller Street and using that space for the sidewalk passing the southeast corner of the Swan Hotel. This proposal is supported by the Police Chief. The sidewalk should be constructed of red brick laid in sand as it is in the Square (NOT a concrete brick, or any kind of poured, molded faux brick). The sidewalk should match the sidewalk of the adjoining property in a complimentary pattern and color. All cutouts for driveways and pedestrian walks should also be laid in brick, so as to maintain the visual flow, without breaks at each cutout. Construction should allow that the property owner could continue the same design on Lancaster Avenue either at the same time or in the future, greatly enhancing and complimenting the historically significant Swan Hotel.

2. For the center island, follow the recommendation of the Tree Committee for a double edged cobblestone with plantings. If a planting area is not permissible, a mountable brick area with bricks to match the sidewalk is recommended.

3. Requesting discussion with PennDOT to discuss why a traffic signal is necessary and traffic signal options (either no signal, free-standing poles or a traffic signal with a crossbar not installed in front of the Swan Hotel).

ENFORCEMENT ACTION – 8-10 EAST MAIN STREET: Dale Kaufman made a motion, seconded by Florence Hoogerwerff and passed unanimously to recommend to Borough Council to proceed with enforcement action regarding the brick building located at 8-10 East Main Street. Tom Lainhoff will provide a written report with pictures detailing the deficiencies and stated that both Cliff and Chase Carter were previously personally notified that the repairs needed to the barn were minimal compared to the work needed to the front brick house but nothing has yet been done. Tom Lainhoff also stated that the deterioration of the rear wall calls for inspection by the Borough.

OTHER BUSINESS:

Preserve America Communities Program – Tom Lainhoff stated that he and Christine Drennen received information regarding this program which, if designated, provides for availability of grant funds. He added that the PHMC has interns available to assist with the application process. Tom Lainhoff stated that he will further investigate the program and provide a recommendation for consideration at the next meeting. Christine Drennen reviewed the information provided to the members regarding the Historic Preservation conference she attended.

PUBLIC COMMENT: May Gaynor stated that many transportation plans are currently being reviewed (such as the improvements to Route 896 from Route 30) and added that she believed now is the time to look at the traffic problems in the Borough. She added that she believed in order to solve other problems, the traffic problem needs to be addressed and that there are agencies willing to assist the Borough.

ADJOURNMENT: Dale Kaufman made a motion, seconded by Florence Hoogerwerff and passed unanimously to adjourn the meeting at 9:45 P.M..

Respectfully submitted,
Christine D. Drennen, Administrative Assistant

**HISTORIC ARCHITECTURAL REVIEW BOARD
MINUTES
THURSDAY, JULY 26, 2007**

Members Present: Tom Lainhoff Steve VanOrmer
Dale Kaufman Cheryl Hershey
Florence Hoogerwerff Len Ferber
Beth Johnson

Others Present: Christine Drennen, Admin. Asst. May Gaynor
Carole Wilson, LCPC Clair Denlinger
David Bowen Doreen Fabulian
Cory Trimble Lisa Seccamanie
Tom Seccamanie Jr. Melvin Esh
Tracy Leed Magargle

CALL TO ORDER AND PLEDGE TO THE FLAG: The meeting was called to order at 7:15 P.M. by Chairman, Tom Lainhoff, followed by the salute to the flag. It was announced that the meeting was being audiotaped to assist in the preparation of the minutes. Chairman Lainhoff advised all applicants that any decisions tonight are recommendations and will be acted on by Borough Council at their meeting on August 14, 2007.

PUBLIC COMMENT: May Gaynor asked for permission to comment during the Main/Miller/Lancaster Avenue intersection discussion and Tom Lainhoff agreed to allow public comment during that agenda item.

MINUTES OF JUNE 28, 2007: Steve VanOrmer made a motion, seconded by Florence Hoogerwerff and passed unanimously to approve the meeting minutes of the June 28, 2007 meeting as submitted.

128 MILLER ST – Repair and/or replace wood shingles on porches and main roof: Dave Bowen was present and stated that his application was incorrectly verbally amended by his representative last month. What he wanted amended was that the existing shingles were not wood shake shingles but rather simply wood shingles and that he was seeking approval to replace with either wood shingles or conventional dark gray asphalt shingles. He stated that this house is up for sale and that he will most likely be leaving money in escrow and that the new buyer will decide which way to proceed.

Steve VanOrmer made a motion to approve the application of David Bowen, owner of 128 Miller Street, to replace the existing wood shingles with either wood shingles or conventional charcoal dark gray or a variation of black asphalt shingles as submitted on the 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 and motion carried with members VanOrmer, Kaufman, Hershey, Hoogerwerff, Ferber and Johnson casting assenting votes. Member Lainhoff cast a dissenting vote because sufficient information regarding the conventional shingle was neither submitted nor available.

239 MILLER ST – Replace asbestos shingles from front porch roof & replace with architectural shingles to match house roof. Replace white ogee spouting with round white spouting on front porch and house: Clair Denlinger, owner of 239 Miller Street, was present and explained his application adding that the spouting would be aluminum half round.

Len Ferber made a motion, seconded by Dale Kaufman and passed unanimously to approve the application of Clair and Barbara Denlinger, owners of 239 Miller Street, remove the asbestos shingles

from the front porch roof and replace with 50 year architectural shingles to match the house roof (weathered wood Tamlco) and to replace white ogee spouting with 5" half round white aluminum spouting on the front porch and house, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

332 MILLER ST – Aluminum siding on house dormer & garage dormer – same color as existing paint: Tracy Leed Magargle was present and amended her application to install vinyl siding (instead of the originally applied for aluminum) and clarified that it is for the gable ends. She added that she is pursuing vinyl siding because it is low maintenance, cheaper and it is not safe for her to get up there to paint due to the power lines.

The proposed siding is a 4" double lap Certainteed vinyl siding. The applicant added that they are also proposing to install vinyl coated aluminum over the existing wooden window frames and that the vinyl siding would be installed over top of the original wood siding. Len Ferber stated that aluminum siding was used in 1953 and 1954 and it would not be uncommon to have used aluminum siding when this house was originally built. Tom Lainhoff stated that covering the original wood does not guarantee its preservation because moisture can get under the siding and hide the damage being done.

Len Ferber made a motion to approve the application of Tracy Leed Magargle, owner of 332 Miller Street, to replace the siding on the gable ends with 4" double lap Certainteed vinyl siding up to but not covering the soffit, installed to match the curvature of the original wood, matching the existing color, and to cover the rake boards with vinyl coated aluminum, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9. Florence Hoogerwerff seconded the motion and carried with members VanOrmer, Hershey, Hoogerwerff, Ferber and Lainhoff casting assenting votes. Members Kaufman and Johnson cast dissenting votes.

26 WEST MAIN ST – Gate and fence: Doreen Fabulian, owner of 26 West Main Street, was present and reviewed her application for a wooden gate that will be visible from the roadway and a vinyl privacy fence that is not visible from the roadway.

Len Ferber made a motion, seconded by Dale Kaumfan and passed unanimously to approve the application of Peter and Doreen Fabulian, owners of 26 West Main Street, to install a 6' wooden gate to be painted white and a vinyl fence that is not visible from the roadway as submitted, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

116 EAST MAIN ST – Porch, replace shingles on back roof, repair/replace gutters with copper, repair/replace shutters with same, replace window ledges: Thomas and Lisa Seccamanie Jr. were present and reviewed their application for their property at 116 East Main Street.

The repairs to the back porch roof were discussed and since it is not visible from the roadway it does not fall under review by HARB. The repairs to the damaged wood on the window sills were discussed and the applicant will remove the rotted wood and will repair/replace/face with a new mahogany or cedar board. The shutters will be all replaced on the house with Mr. Seccamanie noting that he has several old ones in the attic which will be repaired to use or replacements will be made to match existing. Adding a piece of non-visible flashing to the top of the shutter was suggested to preserve the shutters. The gutters were discussed and Mr. Seccamanie stated that the house was built in 1880 and that half round copper downspouts would have been used during that time period and that is what he is applying to install. Lastly, Mr. Seccamanie is proposing to build a front porch to be painted white, duplicate the original

porch as closely as possible as shown on the submitted old photograph. Tom Lainhoff offered to provide full scale details of the original porch by measuring the markings on the bricks and using the photograph.

The replacement of the lamp post that came down during a recent storm will be submitted on a future application because Mr. Seccamanie is proposing a different post than was previously installed.

Len Ferber made a motion, seconded by Steve VanOrmer and passed unanimously to accept the application of Thomas J. Seccamanie Jr. to duplicate the original front porch as closely as possible per the photograph; repair/replace gutters with half round copper gutters; repair/replace/duplicate existing shutters; and repair window sills with the rotted wood being removed and to repair/replace/face with a new mahogany or cedar board as necessary, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Numbers 6 and 9.

56 EAST MAIN ST – Replace existing sunroom on rear of house: Cory Trimble with William J. Patrick Inc. was present to represent Mark and Sue Francis, owners of 56 East Main Street and stated that the addition will be barely visible from the roadway because the addition is set in from the side of the house and is far back on the lot. The stairs will be constructed of pressure treated wood. The contractor was complimented for the good job of blending of the sunroom addition onto the existing house.

Dale Kaufman made a motion, seconded by Len Ferber and passed unanimously to accept the application of Mark and Sue Francis, owners of 56 East Main Street to approve the removal of the existing sunroom on the rear of their home to be replaced with a new sunroom per the submitted drawings including a metal roof, fiber/cement siding and colors as submitted to match existing house, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

REVIEW OF MAIN/MILLER/LANCASTER AVENUE INTERSECTION: Tom Lainhoff stated that he discussed this with the Borough Manager and she stated that PennDOT was contacted and they would not come out because this project is so far in the future and because a signal is not yet mandated. Steve VanOrmer stated that the suggested improvements could even be used with the currently existing stop sign configuration.

May Gaynor stated that she believed if we work together for traffic reducing efforts and explore all options in our Comprehensive Plan, the County and with the Route 30 improvements that the light can be eliminated. Christine Drennen stated that the timeframe for the light is approximately 2 years and that the traffic reducing improvements that Mrs. Gaynor is suggesting will probably take longer than that to complete.

It was the consensus of the Board to approve the drawing submitted by the Shade Tree Committee which includes the recommendations from HARB and to recommend hiding any wires that can be hidden.

It was also the consensus of the Board to request a joint meeting with PennDOT and Borough representatives (HARB, Shade Tree, Planning Commission, Council and any concerned citizens) to discuss the improvements to the intersection and that HARB would like a response to this request.

OTHER BUSINESS: Tom Lainhoff reported that the Certified Local Government application has been submitted.

A copy of the enforcement notice sent to the owner of the property located at 8-10 East Main Street was provided to the members. It was the consensus that because a HARB application is necessary for any of the necessary repairs, an immediate response letter to the property owner notifying him that the timeframe

referenced in the Enforcement Notice to commence repairs means that the only thing to be done by the August 9th deadline referenced in the letter is to submit a HARB application for the repairs.

Carole Wilson will provide a one page sheet with information regarding the Secretary of the Interior's Standards for Rehabilitation to be available to the public at the meetings.

It was the consensus to have the Secretary send friendly repair reminder notices and information regarding the Lancaster County Redevelopment Authority program and offer our assistance in completing the applications to:

- * the owner of the property at the corner of Clearview Drive and Miller Street - paint is peeling and bare wood is exposed.

- * the owner of a home on Miller Street which has fish scale siding on the gable ends - repairs and repainting needed.

May Gaynor stated that she had previously talked with Amos Beiler and he offered his assistance with his expenses being reimbursed for properties in need.

Tom Lainhoff expressed his concern that a Zoning permit was issued to demolish a barn in the Historic District which was later changed to only driveway improvements. Christine Drennen explained that the application to demolish the barn was changed by the property owner because they decided not to go through the HARB approval process for demolition and proceed only with the driveway improvements. She added that even though the permit was originally issued by the Zoning Officer, no permits are issued to the applicants until all necessary permits such as HARB or Building are approved.

Len Ferber stated that he is not able to attend the August 23, 2007 meeting because he will be on a mission project building houses in the South.

It was brought to the Secretary's attention that the sign at 15 West Main Street was placed without obtaining a permit.

PUBLIC COMMENT: None

ADJOURNMENT: Cheryl Hershey made a motion, seconded by Florence Hoogerwerff and passed unanimously to adjourn the meeting at 9:45 P.M..

Respectfully submitted,

Christine D. Drennen
Administrative Assistant

**HISTORIC ARCHITECTURAL REVIEW BOARD
MINUTES
THURSDAY, AUGUST 23, 2007**

Members Present: Tom Lainhoff Dale Kaufman
Cheryl Hershey Florence Hoogerwerff
Beth Johnson

Others Present: Christine Drennen, Admin. Asst.
Dale Long Chris Lainhoff
Jeanette Pinker Keith Pinker
Cliff Carter May Gaynor

CALL TO ORDER AND PLEDGE TO THE FLAG: The meeting was called to order at 7:15 P.M. by Chairman, Tom Lainhoff, followed by the salute to the flag. It was announced that the meeting was being audiotaped to assist in the preparation of the minutes. Chairman Lainhoff advised all applicants that any decisions tonight are recommendations and will be acted on by Borough Council at their meeting on September 11, 2007. Christine Drennen stated that Len Ferber contacted her prior to the meeting and stated that he was unable to attend the meeting because he would be in Mississippi to build houses as part of a mission trip.

PUBLIC COMMENT: None.

MINUTES OF JULY 26, 2007: Beth Johnson made a motion, seconded by Cheryl Hershey and passed unanimously to approve the meeting minutes of the July 26, 2007 meeting as corrected.

106 SOUTH DECATUR STREET – Install brick patio with wall on North corners of patio: Dale Long, owner of 106 South Decatur Street, was present and reviewed his application to install a brick patio at the back of the house with the North corners of the patio having a 28” high wall with a flagstone cap. Mr. Long stated that he had not finalized his decision if the wall would be constructed of limestone or brick because both are actually used on his house and after discussion he decided to pursue the brick wall.

Florence Hoogerwerff made a motion, seconded by Beth Johnson and passed unanimously to approve the application of Dale Long, owner of 106 South Decatur Street, to install a brick patio with a brick wall and flagstone cap to the rear of the home, which is in accordance with the Secretary of the Interior’s Standards for Rehabilitation 36 CFR 67 Standard Number 9.

55 EAST MAIN ST – Replace raised seam metal roof with same – color change from aluminum to charcoal: Chris Lainhoff was in attendance representing the owners, Penny and Tony D’Alessandro and added that application is to replace the metal roof on the roof of both the house and addition and that the only change is a color change from aluminum to charcoal. A color chart was provided and reviewed.

Dale Kaufman made a motion, seconded by Florence Hoogerwerff and passed unanimously to approve the application of Penny & Tony D’Alessandro, owners of 55 East Main Street, to replace the raised seam metal roof with the same but to change the color from aluminum to charcoal, which is in accordance with the Secretary of the Interior’s Standards for Rehabilitation 36 CFR 67 Standard Number 9.

15 WEST MAIN – Sign: Jeanette and Keith Pinker were in attendance to review their application for a sign. Mrs. Pinker stated that since her original application, she was advised by the Zoning Officer that

she may only have one sign and she is proposing to use the 1' X 6' sign that was constructed from antique cabinet doors and place it above her front door.

Dale Kaufman made a motion, seconded by Cheryl Hershey and passed unanimously to approve the application of Jeanette Pinker, proprietors of Paws for a Second at 15 West Main Street, to place the proposed sign at the front door using the design and colors as proposed, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

8-10 EAST MAIN ST – Remove vines from exterior surface and repair bricks and mortar; inspect & repair roof as necessary; repair Carriage building roof and structure as needed; repair & replace spouting on both buildings as needed; remove weeds and debris from entire property: Tom

Lainhoff noted that some of the vines have already been removed from the structure and that the weeds and debris around the property have already been cleaned up and thanked Mr. Carter for his quick response to the Zoning Officer's Enforcement Notice.

Tom Lainhoff stated that the bricks on the corners of the property are falling out and noted that the damage to these areas is mostly because the downspouts at three of the corners were not connected to spouting and the only connected downspout on the Northwest corner was turned so that water was coming back to the building possibly washing out the foundation. Mr. Lainhoff stated that Chris Lainhoff turned that downspout to eliminate additional damage and Mr. Carter thanked him for that. In addition, Tom Lainhoff outlined the following structural problems:

- * Chimney is pushing out from the building – unknown what is causing the problem

- * Repointing on visible sides of building needs to be done according to HARB specifications and suggest that work on the South wall be done same for consistency. Tom Lainhoff stated that he had received a preliminary estimate for the brick and mortar repair and it was a six figure estimate.

- * The aluminum flashing that was installed approximately 5 years ago without a permit needs to be removed and the then exposed exterior trim repainted.

Cliff Carter stated that obviously all spouting needs to be repaired and/or replaced and was in agreement with the list of necessary repairs.

Mr. Carter was asked for a timeline for completing the work and he stated that the remaining vines would be removed within the next 2 weeks, clean up the outside, repair roof, flashing, downspouts and then the other work as soon as he is able to obtain a contractor. Mr. Carter also stated that only the aluminum that was installed over the trim that is visible from the street will be removed. In summary, Mr. Carter stated that the majority of the work will be completed within the next 6 months.

Dale Kaufman stated that the structures on this property are historically significant and that we appreciate the owner's willingness to complete the needed repairs.

Dale Kaufman made a motion, seconded by Cheryl Hershey and passed unanimously to approve the application of Cliff Carter, owner of 8-10 East Main Street, to approve the in-kind repairs listed on his application with the addition of the following: removing the aluminum covering the wood from the North, West and East sides of the building, repair and/or replace in kind all damaged wood on the exterior and to repaint all exterior trim as required; repointing is to be done using the method outlined in the Strasburg Borough Care of Bricks Guide and must include a sample area of the mortar to be approved; and clarifying that the brick repairs include the repairs to the chimney, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

REVIEW OF SUBDIVISION & LAND DEVELOPMENT ORDINANCE: The timetable for recommendations for immediate changes to the Subdivision and Land Development Ordinance was

reviewed in that the Planning Commission would like recommendations by their October 1, 2007 meeting. Members were asked to come prepared to discuss this at the September 20, 2007 HARB meeting. Carole Wilson has again offered to review the document and provide her recommendations to which she will be asked to track her changes. The marked up document will be e-mailed to the members when received.

OTHER BUSINESS: Dale Kaufman stated that it would be beneficial to applicants if a contact list were available that contains contractors who have successfully completed work in the Historic District. Tom Lainhoff stated that he will develop a list (suggestions are welcome) and provide it to Mr. Carter to aid him in locating a masonry contractor.

Christine Drennen was asked to follow up on a door change that was done without a permit at 43 East Main Street.

Tom Lainhoff stated that the recommendations for the Main/Miller/Lancaster Avenue intersection will be forwarded to the Planning Commission for their review at their September 10, 2007 meeting. Members are encouraged to attend.

Christine Drennen was asked to follow up on the letters that were to be sent to two properties on Miller Street where repairs are needed and provide grant/loan information from the Lancaster County Housing & Redevelopment Authority.

Christine Drennen stated that the 275th Anniversary Committee has been meeting on the second Monday of the month at 7 P.M. and encouraged members to participate if they are interested.

PUBLIC COMMENT: None.

ADJOURNMENT: Dale Kaufman made a motion, seconded by Florence Hoogerwerff and passed unanimously to adjourn the meeting at 8:10 P.M..

Respectfully submitted,

Christine D. Drennen
Administrative Assistant

**HISTORIC ARCHITECTURAL REVIEW BOARD
MINUTES
THURSDAY, SEPTEMBER 20, 2007**

Members Present: Tom Lainhoff Steve VanOrmer
Cheryl Hershey Beth Johnson
Dale Kaufman Len Ferber

Others Present: Christine Drennen, Admin. Asst.
Mike Morrow
Joshua Kiehl

CALL TO ORDER AND PLEDGE TO THE FLAG: The meeting was called to order at 7:15 P.M. by Chairman, Tom Lainhoff, followed by the salute to the flag. It was announced that the meeting was being audiotaped to assist in the preparation of the minutes. Chairman Lainhoff advised all applicants that any decisions tonight are recommendations and will be acted on by Borough Council at their meeting on October 9, 2007. Christine Drennen reported that Florence Hoogerwerff had contacted her and stated that she was unable to attend because she was in the hospital.

PUBLIC COMMENT: None.

MINUTES OF AUGUST 23, 2007: Dale Kaufman made a motion, seconded by Beth Johnson and passed unanimously to approve the meeting minutes of the August 23, 2007 meeting as corrected.

104 MILLER STREET – Repainting different color, replace front porch roof shingles with cedar shakes, replace existing gutters with half round gutters and round downspouts, replace existing tan storm windows with white aluminum to match trim: Mike Morrow, owner of 104 Miller Street, was present and reviewed his application to:

- 1) Repainting different colors (body/main – Benjamin Moore Hawthorne Yellow; shutters, front and side doors, accent – Benjamin Moore Great Barrington Green; soffit, fascia and window trim – Behr Icy Tundra/bright white);
- 2) Replace existing tan gutters with white half round gutters and white round downspouts;
- 3) Replace front porch roof shingles with cedar shakes (actually wood shingles), remove block foundation and replace with 6” x 6” wood posts wrapped with lattice detail to match existing and to replace the remaining components in kind; and
- 4) Replace existing tan storm windows with white aluminum to match trim

Steve VanOrmer disclosed that he talked with the applicant about these improvements.

Mr. Morrow added that all moldings and details on the existing porch will be replaced in kind. In addition, he stated that the existing posts and rails would be retained. Discussion regarding the lattice detailing took place and the applicant agreed to build frames for the lattice and to install set back from the front face of the posts.

Steve VanOrmer and Cheryl Hershey cautioned Mr. Morrow that the yellow paint color he is proposing for the body of the house may appear very bright when applied to a large surface and suggested that he may want to purchase a quart of paint to see if the resulting color is what he desired.

Dale Kaufman made a motion, seconded by Beth Johnson and passed unanimously to approve the application of Mike Morrow, owner of 104 Miller Street, to approve the repainting of the house with the colors as presented, to replace the existing gutters and downspouts with half round gutters and round

downspouts, to replace the existing asphalt shingles on the porch roof with wooden shingles, replace the porch block foundation with wooden posts, frame lattice and install setback from the front face of the posts, replace remaining components of porch in kind (including wooden moldings), and to replace existing tan exterior storm windows with white aluminum exterior storm windows, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

43 EAST MAIN ST – Replace front door: Andrew & Shelby Nauman, owners of 43 East Main Street, submitted an application to replace their front door. The applicants submitted a letter which stated that they were unable to attend the meeting due to work conflicts. In their letter, they explained that while replacing the wood trim that was previously approved, it was discovered that the door frame for the steel door was rotten and needed replaced. The replacement door is a steel door without windows and will be painted the previously-approved color.

Steve VanOrmer made a motion, seconded by Dale Kaufman and passed unanimously to approve the application of Andrew & Shelby Nauman, owners of 43 East Main Street, to replace the steel front door as stated on their application with a recommendation that the owners consider installing a wooden door when a future door replacement is necessary, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

REVIEW OF SUBDIVISION AND LAND DEVELOPMENT ORDINANCE: Carole Wilson's memorandum dated September 14, 2007 regarding proposed changes to the Subdivision and Land Development Ordinance was reviewed in detail and Len Ferber made revision suggestions. Len Ferber made a motion, seconded by Steve VanOrmer and passed unanimously to approve the list of suggested changes, as drafted by Carole Wilson and as amended, to the Subdivision and Land Development Ordinance for the Planning Commission.

OTHER BUSINESS: Steve VanOrmer stated that in the future he would like to discuss amending the Historic District Ordinance to at least provide for dialog with applicants before pre-approved permits are issued for in-kind replacements for non-historic materials.

Tom Lainhoff stated that a future goal is to have a storage area in or around the Borough for the recycling of historic building materials. These materials could be provided to Borough residents at either a minimal fee or no fee. This historic material storage area would help by not having these materials end up in a landfill, assist residents with being able to locate the materials and to keep the materials in town.

Tom Lainhoff stated that surveys documenting the historic resources outside the Historic District and on documenting the outbuildings in the Historic District are needed.

In order to address the membership qualification issue, Steve VanOrmer stated that he is not interested in pursuing to become a Building Inspector. Additional conversation regarding this matter took place and it was the consensus to have the staff inquire of the Personnel Contacts if a family member of a current Board member would be considered for appointment and if the Borough would be willing to pay for the testing for a future member to become a Certified Building Inspector.

Len Ferber stated that there are Martin Auction signs placed in violation of the Zoning Ordinance at two locations in the Borough and asked that the Zoning Officer follow up on this.

PUBLIC COMMENT: Joshua Kiehl, a tenant at 23 East Main Street, was in attendance and stated that he works at an architectural firm in Chadds Ford and was interested in the duties of the Board. He added that he will submit a letter of interest to be considered for a future appointment to the Board.

ADJOURNMENT: Dale Kaufman made a motion, seconded by Steve VanOrmer and passed unanimously to adjourn the meeting at 8:10 P.M..

Respectfully submitted,

Christine D. Drennen
Administrative Assistant

**HISTORIC ARCHITECTURAL REVIEW BOARD
MINUTES
THURSDAY, OCTOBER 18, 2007**

Members Present: Steve VanOrmer Cheryl Hershey
 Beth Johnson Dale Kaufman
 Len Ferber Florence Hoogerwerff

Others Present: Christine Drennen, Admin. Asst.
 Carole Wilson, LCPC

CALL TO ORDER AND PLEDGE TO THE FLAG: The meeting was called to order at 7:15 P.M. by Vice Chairman, Steve VanOrmer, followed by the salute to the flag. It was announced that the meeting was being audiotaped to assist in the preparation of the minutes.

PUBLIC COMMENT: None.

MINUTES OF SEPTEMBER 20, 2007: Len Ferber made a motion, seconded by Beth Johnson and passed unanimously to approve the meeting minutes of the September 20, 2007 meeting as printed.

318 MILLER STREET – Repaint shutters (change color to Williamsburg Blue): The application submitted by Larry and Susan Royer of 318 Miller Street to change the color of their shutters to Williamsburg Blue was reviewed.

Len Ferber made a motion, seconded by Dale Kaufman and passed unanimously to approve the application of Larry and Susan Royer, owners of 318 Miller Street, to approve the change in paint color for their shutters to Williamsburg Blue, which is in accordance with the Secretary of the Interior’s Standards for Rehabilitation 36 CFR 67 Standard Number 9.

OTHER BUSINESS:

Steve VanOrmer stated that while reviewing the Borough Council minutes from October 9, 2007, he read that the Council approved to authorize the Engineer to conduct some very preliminary investigation into placing the utility lines in the Historic District underground. It was the consensus of the members that they support Borough Council’s decision to preliminarily investigate placing the utilities underground in the Historic District.

Carole Wilson commented on Steve VanOrmer’s comment from the last meeting where he stated that in the future he would like to discuss amending the Historic District Ordinance to at least provide for dialog with applicants before pre-approved permits are issued for in-kind replacements for non-historic materials. She stated that all Historic District Ordinances allow in-kind replacements. It was the consensus of the members that when a pre-approved application is submitted for an in-kind replacement of non-historic materials that the Secretary ask the applicant if they would be willing to talk to a HARB member to discuss other options. This is not to be done to offend any applicant but rather to offer advice and possibly find a less expensive and/or longer lasting repair if they would be willing to talk to a HARB member.

Completing a complete inventory of historic structures and updating the Historic District inventory was discussed. Steve VanOrmer asked that this item be placed on the next meeting agenda and Carole Wilson stated that she has grid maps printed to aid in completing the inventory that she will bring to the next

meeting. It was the consensus that the best time of year to take these pictures is in the winter when the leaves are off the trees.

Regulating historic structures outside the Historic District was discussed. Carole Wilson stated that the fastest way would be if a Historic Structure Overlay Zone was added in the Zoning Ordinance. She added that requests for changes or demolition to these structures would be regulated by a board other than HARB.

PUBLIC COMMENT: None.

ADJOURNMENT: Dale Kaufman made a motion, seconded by Len Ferber and passed unanimously to adjourn the meeting at 8:10 P.M..

Respectfully submitted,

Christine D. Drennen
Administrative Assistant

**HISTORIC ARCHITECTURAL REVIEW BOARD
MINUTES
THURSDAY, NOVEMBER 15, 2007**

Members Present: Tom Lainhoff Steve VanOrmer
 Cheryl Hershey Beth Johnson
 Len Ferber Florence Hoogerwerff

Others Present: Christine Drennen, Admin. Asst.
 Carole Wilson, LCPC
 Naomi Smoker
 Ben Smoker
 Sherri Groff
 Bob Winters

CALL TO ORDER AND PLEDGE TO THE FLAG: The meeting was called to order at 7:15 P.M. by Chairman, Tom Lainhoff, followed by the salute to the flag. It was announced that the meeting was being audiotaped to assist in the preparation of the minutes. Christine Drennen stated that Len Ferber had contacted her and stated that he was unable to attend the meeting because he was in Las Vegas attending a Realtor's National Conference.

PUBLIC COMMENT: None.

MINUTES OF OCTOBER 18, 2007: Steve VanOrmer made a motion, seconded by Florence Hoogerwerff and passed unanimously to approve the meeting minutes of the October 18, 2007 meeting as printed.

49 EAST MAIN STREET – Wooden arbor: The applicant, Robert Winters, was in attendance and explained his application to install a wooden arbor in front of his house made of red fir and pine and to be painted white.

Tom Lainhoff stated that having an arbor at the entrance to your home is not historically accurate and is an intrusion for the streetscape. He added that arbors are normally found at the entrance to a garden. Steve VanOrmer agreed that the arbor is not historically accurate but is not attached to the house. Carole Wilson stated that she is not sure if arbors can be regulated under the Borough's Ordinance and the Historic District Regulations because it is not a structure as defined by our Ordinance. Steve VanOrmer asked Mr. Winters if he was willing to allow the Board to table the application to allow for additional research. Mr. Winters agreed to the application being tabled and was thanked by the Board members for his understanding and cooperation.

Steve VanOrmer made a motion, seconded by Florence Hoogerwerff and passed unanimously to table the application of Robert Winters, owner of 49 East Main Street, to install a wooden arbor pending further review and discussion with the understanding that this would be reconsidered at the January 2008 meeting.

132 MILLER STREET – Fence: Ben and Naomi Smoker, owners of 132 Miller Street, were present and explained their application to install a picket fence along part of the west side of the property boundary. Mr. Smoker added that the fence will be 4' tall at the post and 3 ½' tall at the lowest point (it is in a concave shape between the posts).

Steve VanOrmer stated that normally fences are painted to match the house (after an appropriate drying time). Because the applicant was looking for something that requires less maintenance than paint, Mr. VanOrmer suggested a transparent stain so the pine posts would match the cedar pickets. The applicant agreed and stated that he was considering staining the pine posts with a cedar stain to match the cedar pickets.

Steve VanOrmer made a motion, seconded by Cheryl Hershey and passed unanimously to accept the application of Ben S. Smoker, owner of 132 Miller Street, to install a picket fence along approximately 100' of the west property boundary as submitted with the recommendation of using a transparent stain in a complimentary color, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

6 SOUTH DECATUR STREET – Sign: Sherri Groff, tenant for 6 South Decatur Street, was present and explained her application to install a new sign for her beauty salon. She stated that it is necessary for her to increase the height of the sign from the previous sign because cars were often hitting the sign and post. Steve VanOrmer stated that he discussed this application with the applicant just prior to the meeting and he suggested an off-white colored 6" X 6" post instead of the burgundy colored post originally submitted. Also suggested was the installation of a curb stop so the vehicle tires would be stopped before hitting the sign. It was the consensus of the members that they liked the black metal bracket holding the sign and Steve VanOrmer stated that the black line proposed around the sign makes it look like it is framed and gives it a historic appearance. The applicant stated that the post will be a 10' post with 2' of the post being cemented into the ground.

Steve VanOrmer made a motion, seconded by Beth Johnson and passed unanimously to approve the application of Sherri Groff for the sign as proposed at 6 South Decatur Street with a cream colored 6" X 6" post and to begin a champfor approximately 2' up from the ground and continue the whole way to the top of the post, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

DEVELOP PLAN FOR HISTORIC INVENTORY UPDATE: Carole Wilson brought grid maps for the entire Borough and a CD containing a historic inventory form created by the GIS Department pre-loaded with drop-down selections and property information to aid in completing the historic inventory. It was the consensus of the HARB members that they will only be doing the historic inventory for the Historic District. Carole Wilson stated that she would find out how to link pictures into the inventory and how many pictures could be linked. Carole Wilson stated that the State program only allows one picture to be linked and the picture should show both the side and front.

Carole Wilson stated that she is available to assist whoever Council would appoint to complete a historic inventory of structures outside the Historic District if Council decides to have them inventoried in the future.

It was the consensus that when the members go out to take pictures and begin the inventory that the Police Department should be notified, the members should wear a name badge provided by the Borough and possibly advertise in the Strasburg Weekly News. Christine Drennen will print out blank historic inventory forms for members to use and Tom Lainhoff will look through the dropdown lists and narrow down the choices based on the types of structures in our town.

Tom Lainhoff stated that Chris Lainhoff has a pictorial database started and that he will provide an overview to the members at the next meeting. Members asked if a laptop and projector could be available

for use during the inventory review and suggested that if these items needed to be purchased that possibly a grant could be pursued or to ask Borough Council to consider providing.

It was the consensus that the following people will photograph and begin the inventory sheets on the following streets:

Beth Johnson & Cheryl Hershey – East Main Street
Steve VanOrmer and Florence Hoogerwerff – Miller Street
Tom Lainhoff – West Main and South Decatur Streets

HARB TRAINING: Carole Wilson stated that the time spent training on how to complete the historic inventory tonight will count towards HARB training. The members agreed that the suggestion of attending other municipality's HARB meetings as training was a good idea.

OTHER BUSINESS: Carole Wilson stated that she will review the applicability of the Historic District Ordinance to the review of the arbor and provide her recommendation.

Carole Wilson stated that Strasburg Borough's HARB does a very good job, are personable, friendly, we have great resources and we work well together.

Tom Lainhoff stated that Strasburg Restoration & Preservation received an Urban Enhancement Grant to develop a revolving fund for historic building restoration.

Tom Lainhoff brought up the question raised by Christine Drennen if HARB would review banners that are being discussed by the 275th Anniversary Committee to be placed on the telephone poles. It was the consensus that since the Zoning Ordinance defines temporary banners as those being up for less than 30 days and the HARB Ordinance says that only temporary banners are not reviewed, that these banners should be reviewed by HARB.

Also discussed was a question posed by Christine Drennen from the owner of 214 Miller Street regarding if HARB would consider allowing him to replace his slate roof with a slate-looking asphalt shingle that is also on his garage and the rear of his house. Christine Drennen was asked to notify the property owner that all requests are considered and that he should apply and attend a future meeting.

PUBLIC COMMENT: None.

ADJOURNMENT: Cheryl Hershey made a motion, seconded by Beth Johnson and passed unanimously to adjourn the meeting at 9:27 P.M..

Respectfully submitted,

Christine D. Drennen
Administrative Assistant

**HISTORIC ARCHITECTURAL REVIEW BOARD
MINUTES
THURSDAY, DECEMBER 20, 2007**

Members Present: Tom Lainhoff (7:45 pm) Steve VanOrmer
Cheryl Hershey Beth Johnson
Len Ferber Florence Hoogerwerff

Others Present: Christine Drennen, Admin. Asst.
Ann D'Alessandro-Zuck
Lisa Frankford
Karl Collison

CALL TO ORDER AND PLEDGE TO THE FLAG: The meeting was called to order at 7:15 P.M. by Vice Chairman, Steve VanOrmer, followed by the salute to the flag. It was announced that the meeting was being audiotaped to assist in the preparation of the minutes.

PUBLIC COMMENT: None.

MINUTES OF NOVEMBER 15, 2007: Beth Johnson made a motion, seconded by Florence Hoogerwerff and passed unanimously to approve the meeting minutes of the November 15, 2007 meeting as printed.

19/21 SOUTH DECATUR STREET – Wooden shutters painted the color “Evergreen Bough” by Behr: The applicant, Ann D'Alessandro-Zuck, was in attendance and explained her application to install wooden shutters which will be painted the color “Evergreen Bough” by Behr.

Cheryl Hershey made a motion, seconded by Florence Hoogerwerff and passed unanimously to approve the application of Ann D'Alessandro-Zuck and Charles Zuck to install wooden shutters to be painted the color “Evergreen Bough” by Behr on the house at 19/21 South Decatur Street, which is in accordance with the Secretary of the Interior’s Standards for Rehabilitation 36 CFR 67 Standard Number 9.

11 SOUTH DECATUR STREET – Sign: The applicant, Lisa Frankford, was in attendance and reviewed her application to place a 27” X 33” sign as submitted on her business located at 11 South Decatur Street. She added that the sign will be made out of a material which looks like wood when it is painted.

Len Ferber made a motion, seconded by Beth Johnson and passed unanimously to accept the application of Lisa Frankford as submitted to install a 27” X 33” sign at her business located at 11 South Decatur Street with the design and colors as submitted, which is in accordance with the Secretary of the Interior’s Standards for Rehabilitation 36 CFR 67 Standard Number 9.

15 MILLER STREET – New Two car garage construction and renovation of barn exterior: Karl Collison, representing the applicant Patricia Cameron/Droz, was in attendance and reviewed the application to add a new two-car garage to the existing barn. Mr. Collison stated that he is not the contractor for the project. He added that the only view of the new garage that will be visible is the Left side elevation as shown on their application and that the siding now being requested is wide board & batton rather than the vinyl siding and that the new window that is shown on the application will be eliminated because of the driveway to the neighboring apartments. Steve VanOrmer disclosed that he has discussed the application with Mr. Collison prior to the meeting.

The following suggestions were submitted by the members and agreed upon by the applicant:

- * An approximate 4” offset will be used to delineate the original barn from the new construction.
- * The wide board & batton will be installed over the entire barn structure.
- * Half-round spouting will be used.
- * New shingles will be installed on the entire barn structure.
- * 1X4 trim not to be covered in vinyl will be installed on the gable end to replace the missing dripedge.
- * The soffit on the new garage portion can be vinyl to allow for ventilation and will be barely visible.
- * Windows will be re-trimmed with 1 X 4 wooden trim.

Len Ferber made a motion, seconded by Tom Lainhoff and passed unanimously to accept the application of Patricia Cameron/Droz of 15 Miller Street as submitted by Karl Collison to construct a new two-car garage and for the renovation of the existing barn as submitted by Cooper Homes with the following changes: siding will be not be vinyl but rather wide board & batton; windows will be trimmed out as closely to existing in wood, suggesting 1 X 4; no new window will be installed on the west side; ½ round gutters will be used; for the side elevation wall on the new addition, it should be stepped in approximately 4” on the West side; only recommend that the owner consider improving the foundation of the existing structure, which is in accordance with the Secretary of the Interior’s Standards for Rehabilitation 36 CFR 67 Standard Number 9.

Steve VanOrmer complimented Mr. Collison for his fine work that is being done for the restoration of this log building. Tom Lainhoff echoed this compliment and asked that the Board’s appreciation for the quality work be conveyed to the owners.

OTHER BUSINESS: Tom Lainhoff stated that following last month’s meeting, Carole Wilson researched if HARB had authority to regulate an arbor and stated that it is within our jurisdiction to review items such as arbors, fences, etc. It was the consensus of the members to have the secretary forward a letter to the applicant for the arbor discussed at the October meeting notifying him of Carole Wilson’s decision.

Christine Drennen noted that this is Beth Johnson’s last meeting because she chose not to seek reappointment to HARB to allow to Borough Council to appoint a Building Inspector. Beth Johnson was presented with a poinsettia and all members expressed their thanks and appreciation to Beth for serving on HARB.

PUBLIC COMMENT: None.

ADJOURNMENT: Steve VanOrmer made a motion, seconded by Beth Johnson and passed unanimously to adjourn the meeting at 8:55 P.M..

Respectfully submitted,

Christine D. Drennen
Administrative Assistant