

**January 5, 2016 – Meeting Canceled**



Board to review to ensure that it will not damage the bricks, how is it removed, and how long the sign will remain intact.

Chris Lainhoff stated that they need to discuss allowable sign size with the Zoning Officer. Tom Lainhoff stated that he liked the idea of the additional sign on the side of the building to draw customers from the Square.

Chris Lainhoff asked what wattage she was proposing for the lights, noting that this was a concern because she is proposing five lights. It was the consensus that she may want to consider reducing the number of lights to three lights to which the applicant agreed because it will be less expensive and is still an odd number.

Christine Graham stated that the application also includes painting the front door black, to which the members agreed looked good with the proposed sign and hours proposed for on the door glass.

Chris Lainhoff made a motion, seconded by Beth Gunnion and passed unanimously to recommend Borough Council accept the application of Nick Whiteford, owner of 17 West Main Street, to install the new signage shown on the application as presented with the change that it will include three lights on the front sign, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

**204 MILLER STREET – Replace garage door:** Lloyd Stoltzfus, new owner of 204 Miller Street, was in attendance and reviewed his application to replace the existing metal garage door because it was damaged by the tenant backing into it. Mr. Stoltzfus stated that he is proposing a garage door with decorative hinges and handles.

Chris Lainhoff stated that some of the decorative hinges tend to look more fake because the decorative ones are positioned where they wouldn't have actually been for real use and asked Mr. Stoltzfus if he would be agreeable to not include the fake hinges, to which Mr. Stoltzfus agreed.

Chris Lainhoff made a motion, seconded by Dale Kaufman and passed unanimously to recommend Borough Council accept the application of Lloyd Stoltzfus, owner of 204 Miller Street, to replace the existing metal garage door with an identical replacement white metal garage door, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

**APPROVAL OF 2015 ANNUAL REPORT:** Len Ferber made a motion, seconded by Chris Lainhoff and passed unanimously to approve the 2015 HARB Annual Report and forward it to Borough Council and PHMC.

**OTHER BUSINESS:** Tom Lainhoff stated that there is a historic home tour in Valley Forge this weekend and members can attend to count toward their required annual training.

Beth Gunnion also stated that she and Christine Shipman will be attending the Historic Resource Inventory database computer training at the Lancaster County Government center next Tuesday, February 9, 2016.

Tom Lainhoff reported that the Zoning Officer sent second enforcement notices to 106 East Main Street, 23-29 West Main Street and one on North Fulton Street. Tom explained that he encouraged the Zoning Officer to require the property owners at least provide written estimates from contractors to show that they are at least working on preparing for the improvements when the weather improves.

Tom Lainhoff stated that he filed a formal citizen complaint regarding the deteriorating condition of 8-10 East Main Street to the Borough Office for follow-up and enforcement. He stated that a majority of the deficiencies are to the rear of the property and are not subject to HARB review. Tom Lainhoff reminded the members that property maintenance charges were filed and awarded a few years ago against that owner that required him to make repairs. Dale Kaufman stated that he supports Tom Lainhoff's complaint and that something needs to be done regarding this property.

Chris Lainhoff made a motion, seconded by Beth Gunnion and passed unanimously that HARB is concerned and officially requesting to have the Zoning Officer and/or Building Inspector inspect the property at 8-10 East Main Street and proceed with enforcement regarding items that are regulated by HARB which include the deteriorating barn roof, coupola, deterioration of the shed on the west side and masonry repointing.

Chris Lainhoff stated that he noticed a large 6 multi-unit electric service box (almost the size of a refrigerator) was recently installed on the side to the front in a highly visible location on a building on West Main Street. He said he was told by the contractor that PP&L required them to install it in that location and that they were not permitted to install it in the previous location which was to the rear of their building. He said he brought it to the Borough's attention for follow-up and during the Borough's follow-up, they were informed by the contractor that worked on this project with PP&L that it was installed at the location that the contractor wanted it because there was an existing line at that location and it was less expensive than running the line and a trench to the rear of the property. It was the consensus that HARB does not want to begin reviewing single meter boxes but Chris Lainhoff stated that HARB needs to decide if they want to review large or multi-unit meter boxes.

**PUBLIC COMMENT:** None.

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

Respectfully Submitted,

Christine D. Shipman  
Administrative Assistant

**March 1, 2016 – Meeting Canceled**

**HISTORICAL ARCHITECTURAL REVIEW BOARD  
MINUTES  
TUESDAY, APRIL 5, 2016**

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

Others Present:        Christine Shipman                         Dave Enterline  
                                 Eldon Stoltzfus                             Brandon Stoltzfus

**CALL TO ORDER AND PLEDGE TO THE FLAG:** The meeting was called to order at 7:30 p.m. by Chairman Tom Lainhoff, followed by the salute to the flag. It was announced that the meeting was being audiotaped to assist in the preparation of the minutes. Tom Lainhoff stated that the HARB recommendations from this meeting will be voted on at the next Borough Council meeting which is scheduled for April 12, 2016.

**PUBLIC COMMENT:** None.

**MINUTES OF FEBRUARY 2, 2016:** Len Ferber made a motion, seconded by Beth Gunnion and passed unanimously to approve the minutes of the February 2, 2016 meeting as printed.

**2 EAST MAIN ST – Addition for stair tower and second floor office:** Eldon Stoltzfus and Brandon Stoltzfus were in attendance and reviewed their application for a stair tower and second floor office addition. Eldon Stoltzfus stated that they want to utilize the third floor for office use and need to have two means of egress out of the third floor so they have to add a stair tower. They are also proposing to construct a second floor office addition above the donut shop. Plans detailing the project and the proposed exterior materials were submitted and reviewed. Eldon Stoltzfus explained that they are proposing hardi-plank siding and the color will match the existing trim.

Chris Lainhoff asked about the East side of the addition and Eldon Stoltzfus stated that it sits right on the property line and the IBC requires a 2 hour fire rating on that wall so only very small windows would have been permitted so they are not proposing any new windows on the East Side but the existing first floor windows are permitted to remain.

The roofing materials were discussed and Eldon Stoltzfus stated that the flat roofs will be rubber roofing material and the other roofs will have shingles that match the hair salon roof, which is a dark hue architectural style shingle.

Dale Kaufman made a motion, seconded by Len Ferber and passed unanimously to recommend Borough Council accept the application of Adaptable Resources Institute LLC, owner of 2 East Main Street, to construct an addition for a new stair tower and extend the existing stair to the third floor and an additional second floor office at the rear as shown on the plans and application submitted, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

**123 MILLER ST – Remove existing concrete walkway and install flagstone walkway:**

David Enterline, contractor representing the owner of 123 Miller Street, was in attendance and reviewed the application to replace the existing concrete walkway and install a flagstone walkway. A detailed application, plans and photographs were submitted and reviewed.

Chris Lainhoff made a motion, seconded by Dale Kaufman and passed unanimously to recommend Borough Council accept the application of David Enterline, contractor for Brandon Stanchock who owns 123 Miller Street, to remove the existing concrete walkway and install a flagstone walkway from the driveway to the door as applied, which is in accordance with the Secretary of the Interior’s Standards for Rehabilitation 36 CFR 67 Standard Number 9.

**17 WEST MAIN ST – Emergency lighting and additional goose neck sign light for second sign on East end of building (if approved by the Zoning Hearing Board):** This application was withdrawn by the applicant because the contractor was too far in the project to make the changes.

**REVIEW HARB ORDINANCE:** Solicitor Bill Crosswell’s March 24, 2016 letter and marked up HARB Ordinance were reviewed. Tom Lainhoff noted that the Solicitor is correct that the name of the board is actually Historical Architectural Review Board.

The Solicitor’s suggestion for revising Section 600 was discussed. It was the consensus that the Solicitor’s suggestion in his letter to add #5 and #6 are redundant and mentioned elsewhere in the ordinance. His suggestion to include the ability for Borough Council to determine additional activities which are not to be regulated by HARB by resolution was discussed and Tom Lainhoff stated that the ordinance is reviewed every 10 years and suggests that any such changes be made during those reviews by ordinance changes instead of allowing portions to be changed by resolution, and that was agreed by all the members. Chris Lainhoff stated that he has recently learned of some new heating options for roof-mounted solar barrels and is now recommending that HARB’s original suggestion to not require a Certificate of Appropriateness for heating and air conditioning units (Section 600.4) be removed.

The Solicitor’s recommendation to have the HARB Ordinance enforceable as a civil proceeding rather than a criminal proceeding was discussed and agreed that since the property maintenance ordinance is regulated by a criminal proceeding that this ordinance should be regulated by a civil proceeding.

Chris Lainhoff made a motion, seconded by Dale Kaufman and passed unanimously to recommend Borough Council regulate the HARB Ordinance by civil proceeding and to accept the changes as recommended by the Solicitor as drafted with the exception to change Section 600 as follows:

**Section 600. Actions Not Requiring Certificate of Appropriateness**

Activities not regulated by the HARB ~~include, but are not limited to the following:~~

1. Painting of exterior wooden surfaces
2. Temporary banners and/or signs (on display for a cumulative total of 30 calendar days or less per calendar year).
3. Satellite dishes (regulated by Zoning Ordinance).
4. ~~Heating and air conditioning units~~

~~Please contact the Designated Staff member regarding any questionable activities.~~

In the event of any uncertainty as to the activities to be regulated by the HARB under the provisions of this Ordinance, the Designated Staff Person shall make the initial determination whether a particular activity is regulated by the HARB. The determination of the Designated Staff Person may be appealed to Borough Council.

**OTHER BUSINESS:** Tom Lainhoff asked for an update regarding the enforcement notices at 106 East Main Street, 23-29 East Main Street and 8-10 East Main Street. Christine Shipman reported that Pete Kingsley Jr. was recently appointed as the Borough's Property Maintenance Inspector and Historic District Building Inspector and reported the following:

\* 106 East Main Street submitted an email stating that they intend to work on the project beginning in July 2016. Tom Lainhoff noted that they did not comply with the enforcement notice which stated they were to provide written estimates and asked that Pete Kingsley Jr. be asked to follow up on this.

\* 23-29 East Main Street stated in writing that they would complete the work by April 15, 2016. It was noted that we do not believe any work has yet begun and Pete Kingsley Jr. should be ready to respond if the project is not completed as promised.

\* 8-10 East Main Street – The property owner has been cooperating with the Borough and the Borough entered into an agreement with a structural engineer to inspect the property.

**PUBLIC COMMENT:** None.

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

Respectfully Submitted,

Christine D. Shipman  
Administrative Assistant



**HISTORICAL ARCHITECTURAL REVIEW BOARD  
MINUTES  
TUESDAY, MAY 3, 2016**

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

Others Present:        Christine Shipman                              Mervin Beiler  
                                 Matt Buckwalter                              Kent Mylin  
                                 Frank Morris                              Elizabeth Morris

**CALL TO ORDER AND PLEDGE TO THE FLAG:** The meeting was called to order at 7:30 p.m. by Chairman Tom Lainhoff, followed by the salute to the flag. It was announced that the meeting was being audiotaped to assist in the preparation of the minutes. Tom Lainhoff stated that the HARB recommendations from this meeting will be voted on at the next Borough Council meeting which is scheduled for May 10, 2016.

**PUBLIC COMMENT:** None.

**MINUTES OF APRIL 5, 2016:** Len Ferber made a motion, seconded by Chris Lainhoff and passed unanimously to approve the minutes of the April 5, 2016 meeting as printed.

**109 MILLER ST – Fence and 8’ x 12’ dog house:** Mervin Beiler, owner of 109 Miller Street, was in attendance and reviewed his application for a fence and an 8’ x 12’ dog house/shed. Photos of the fence and shed were provided and reviewed.

Steve VanOrmer made a motion, seconded by Len Ferber and passed unanimously to recommend Borough Council accept the application of Mervin Beiler, owner of 109 Miller Street, to install a fence and an 8’ x 12’ dog house/shed 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.

**117 MILLER ST – Remove existing vinyl kitchen window, create smaller opening using bricks found on the property, install new vinyl replacement window approximately 30” shorter than previous window and paint existing front porch roof:** Matt Buckwalter, potential buyer for 117 Miller Street as well as his builder, Kent Mylin, were in attendance and reviewed their application to shorten the kitchen window because the window extends below the kitchen counter and to repaint the existing metal front porch roof the same color as it is currently (red). Mr. Myers stated that the existing vinyl window is 64 ¼” x 31” and the proposed shortened window opening would utilize approximately 5 courses of brick and be 46 ¼” x 31”.

Steve VanOrmer stated that this is a common problem found in historic houses and he has experienced it personally and accommodated for it in four that he has owned. He said that what he has done was to panel the inside of the window and make a partition, which does not create any problem or mess and eliminates the need to drastically change the exterior window profile. Chris Lainhoff stated that he believes there are easier ways to address the problem than as applied for and noted that even with using bricks found on the site, they might not have been

bricks from the house and the masonry change would be very evident and hard to blend, in addition to the window profiles not matching on the original part of the house. Chris Lainhoff and Steve VanOrmer offered to provide photographs and/or site visits to Mr. Buckwalter and Mr. Mylin to show them how they have seen this addressed, to which Mr. Buckwalter and Mr. Mylin were appreciative. Tom Lainhoff asked Mr. Buckwalter if he would be willing to withdraw his application to change the window opening and consider other options for addressing the counter height higher than the window, to which Mr. Buckwalter agreed that he would withdraw his application. Mr. Buckwalter stated that there are several existing vinyl replacement windows that are in need of being replaced and Tom Lainhoff stated that replacing an existing vinyl replacement window with a matching vinyl replacement window is an in-kind replacement and that permit can be issued by the office without coming to a meeting. Mr. Buckwalter was also advised that repainting the existing metal roof the same color was also an in-kind replacement and no permit was needed for that work.

**39 EAST MAIN ST – Remove aluminum siding, paint shingles sage green and trim bone white/gold with an accent of terra cotta:** Frank and Elizabeth Morris, owners of 39 East Main Street, were in attendance and reviewed their application to remove the aluminum siding, paint the shingles sage green and the trim bone white/gold with an accent of terra cotta. Tom Lainhoff applauded Mr. & Mrs. Morris for the work they are doing on the home. Mr. Morris also stated that he has some historic hardware he would like to install and showed examples of what he would like to install. He also explained that they would also like to install a custom made wooden storm door to protect their existing front door. Tom Lainhoff encouraged them to consider having ultraviolet glass installed to reduce the adverse effect and heat that could damage the existing door and Steve VanOrmer suggested they consider using paint grade mahogany wood for the longevity of the door. Mr. Morris then asked about reinstalling four sets of existing second floor shutters that they found on site and stated that they would like to purchase matching shutters to complete the house.

A future project discussed was to reconstruct the original porch that was on the home (as shown in historical photographs) and/or remove the rod iron pillars and install wooden columns. Chris Lainhoff encouraged them to investigate how they would like to proceed and come back to a future meeting to discuss specific options. Steve VanOrmer suggested that if they choose to just replace the rod iron with the wooden columns at this time that they may want to consider matching the wooden posts as shown on the historical photographs so they would be further ahead if they wanted to reconstruct the original porch in the future.

Tom Lainhoff made a motion, seconded by Len Ferber and passed unanimously to recommend Borough Council accept the application of Frank and Elizabeth Morris, owners of 39 East Main Street, to remove the aluminum siding, paint the shingles sage green and trim bone white/gold with an accent of terra cotta, to reinstall the original shutters and search for matching ones to fill in the missing locations, to install the antique door hardware as presented and to install a custom made wooden storm door, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standards Number #6 and #9.

**OTHER BUSINESS:** Tom Lainhoff thanked the Borough Manager for providing the update regarding the structural engineer's inspection at 8-10 East Main Street and stated that he would contact the Borough Manager to ensure the remaining repairs previously identified for this property will also be addressed.

Tom Lainhoff reminded the members that the revised HARB Ordinance will be considered by Borough Council at their meeting on May 10, 2016, and stated that he will be in attendance to discuss the proposed changes and encouraged other members' attendance as well.

**PUBLIC COMMENT:** None.

**ADJOURNMENT:** Chris Lainhoff made a motion, seconded by Beth Gunnion and passed unanimously to adjourn the meeting at 8:25 p.m.

Respectfully Submitted,

Christine D. Shipman  
Administrative Assistant

**HISTORICAL ARCHITECTURAL REVIEW BOARD  
MINUTES  
TUESDAY, JUNE 7, 2016**

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

Others Present:         Ed Jones                                     Clair Denlinger

**CALL TO ORDER AND PLEDGE TO THE FLAG:** The meeting was called to order at 7:30 p.m. by Chairman Tom Lainhoff, followed by the salute to the flag. It was announced that the meeting was being audiotaped to assist in the preparation of the minutes. Tom Lainhoff stated that the HARB recommendations from this meeting will be voted on at the next Borough Council meeting which is scheduled for June 14, 2016.

**PUBLIC COMMENT:** None.

**MINUTES OF MAY 3, 2016:** Steve VanOrmer made a motion, seconded by Len Ferber and passed unanimously to approve the minutes of the May 3, 2016 meeting as printed.

**313 MILLER ST – Wooden storm door:** Ed Jones, owner of 313 Miller Street, was in attendance and reviewed his application to install a wooden storm door on the front of his house. He said the top 2/3 of the door will be one piece of glass and he will paint the door the same color as the main door (which is the same color as the shutters and the back door as well). The bottom of the storm door will match the main door.

Len Ferber made a motion, seconded by Beth Gunnion and passed unanimously to recommend Borough Council accept the application of Ed & Lorena Jones, owners of 313 Miller Street, to approve the installation of a wooden storm door as presented, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

**239 MILLER ST – Replace barn roof:** Clair Denlinger, owner of 239 Miller Street, was in attendance and reviewed his application to replace the barn roof using bronze colored AB Martin ABM panels. He provided a brochure of the proposed material and color. Mr. Denlinger also applied to replace a concrete pad but was previously advised by the staff and the Board confirmed that it is not visible from the roadway and is not necessary to be reviewed by the Board.

Chris Lainhoff made a motion, seconded by Dale Kaufman and passed unanimously to recommend Borough Council accept the application of Clair and Barbara Denlinger, owners of 239 Miller Street, to replace the barn roof as presented, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

**20 WEST MAIN ST – Barber pole:** Steve VanOrmer stated that he is the contractor and will be representing the applicant. He stated that a barber pole was previously approved and he is proposing to replace that pole in the same location with a barber pole as shown in the historical

photographs. He noted that the existing barber pole was poorly made and has already rotted at the base.

Dale Kaufman made a motion, seconded by Len Ferber to recommend Borough Council accept the application of Amy Keller, tenant at 20 West Main Street, to replace the existing barber pole with a historically correct replacement, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9. Members Tom Lainhoff, Ferber, Gunnion, Chris Lainhoff and Kaufman cast assenting votes. Member VanOrmer abstained from voting because he is the contractor for this project.

**OTHER BUSINESS:** Tom Lainhoff provided a brief update on the Property Maintenance enforcement at 8-10 East Main Street.

**PUBLIC COMMENT:** Mr. Denlinger asked for the Board's opinion regarding replacing his siding at 239 Miller Street because he has some boards that need to be replaced. The Board outlined various options and offered to take a look at it for him, if he wished. Mr. Denlinger will be in contact with the office if he chooses to follow up with the offer.

**ADJOURNMENT:** Beth Gunnion made a motion, seconded by Dale Kaufman and passed unanimously to adjourn the meeting at 7:50 p.m.

Respectfully Submitted,

Tom Lainhoff  
HARB Chairman



**ADJOURNMENT:** Chris Lainhoff made a motion, seconded by Beth Gunnion and passed unanimously to adjourn the meeting at 8:05 p.m.

Respectfully Submitted,

Christine D. Shipman  
HARB Secretary

**HISTORICAL ARCHITECTURAL REVIEW BOARD  
MINUTES  
TUESDAY, JULY 26, 2016**

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

Others Present:        Christine Shipman                     Sunny Raja  
                               Ben & Naomi Smoker

**CALL TO ORDER AND PLEDGE TO THE FLAG:** The meeting was called to order at 7:30 p.m. by Chairman Tom Lainhoff, followed by the salute to the flag. It was announced that the meeting was being audiotaped to assist in the preparation of the minutes. Tom Lainhoff stated that the HARB recommendations from this meeting will be voted on at the next Borough Council meeting which is scheduled for August 9, 2016.

**PUBLIC COMMENT:** None.

**MINUTES OF JULY 5, 2016:** Len Ferber made a motion, seconded by Beth Gunnion and passed unanimously to approve the minutes of the July 5, 2016 meeting as printed.

**132 MILLER ST – Repointing:** Ben and Naomi Smoker, owners of 132 Miller Street, were in attendance and reviewed their application to repoint their entire home which includes grinding out all mortar joints to about  $\frac{3}{4}$ " to 1", pressure washed and repointed with customer's choice of color using Lehigh Type N Mortar and to include using vacuum when grinding and cleanup.

Tom Lainhoff stated that he has the following concerns:

- \* It is hard to find a good repointing contractor who can install the mortar correctly and to not get the mortar all over the bricks.
- \* The power grinders that contractors use grind away some of the brick in addition to the mortar and leave the joints larger than they were originally.
- \* Spot repointing often does not look good because the mortar color is not accurately matched.
- \* Using mortar with Portland cement is too hard and can cause long-term damage.
- \* The existing lime mortar is deteriorating because there is moisture getting in from somewhere and unless that problem is found and corrected, the mortar deterioration problem will happen again.

Chris Lainhoff stated that he has the following concerns:

- \* He doesn't believe the entire house needs to be repointed and that approximately 75% of the mortar is intact and it only needs spot repointing
- \* The type of mortar they are proposing to use isn't breathable and if they put the hard Lehigh Portland cement on the outside of the existing lime mortar, it will damage the existing mortar and cause spalling of bricks.
- \* The National Parks Society Preservation Brief #2 calls for repointing to use nothing higher than a Type O mortar (which refers to the amount of lime/Portland/sand in the mortar). A Type N mortar contains more Portland than the Type O and is not recommended to be used



according to the NPS. Chris Lainhoff further explained problems with the NPS formula for repointing mortar and stated that it is common knowledge that it contains too much sand and will not last if mixed using the high sand content, to which Mr. Smoker stated that his contractor agrees.

- \* Utilizing the wrong mortar can cause the plaster to come off the inside of the walls and to form salt effervescence.

- \* Lancaster LimeWorks and Pennsylvania LimeWorks are locally available affordable products that are premixed with the correct type and amount of lime, sand and color.

- \* The HARB Ordinance is to preserve the buildings and use compatible materials, and Lehigh Portland cement is not.

Mr. Smoker stated that both contractors he received quotes from come highly recommended and that they said lime mortar does not hold up as long as Lehigh Portland and they both recommended using the Type N mortar. He also stated that he has seen the mortar deteriorate over the previous 4-5 years and that his neighbor's property at 128 Miller Street was repointed in 1978 using Type N mortar. Mr. Smoker stated that the color of the mortar he would choose would be the one closest to the original color, which is a brown sand color. He also stated that he wanted the entire house to be repointed at the same time because 1) they are trying to be proactive before there is structural damage, 2) they want a uniform, clean look and 3) setup time and expense is saved if the entire structure is done at the same time verses multiple trips over the years for spot repointing. A letter submitted by Mr. and Mrs. Smoker today outlining this request was provided to each of the members.

Tom Lainhoff stated that his house at 28 East Main Street was built in 1793 and was built using pure lime mortar and remains intact. He stated that he believed they needed to find out where the moisture was coming in to truly address the problem.

Dale Kaufman stated that he has never personally seen damage done by repointing using the wrong mortar but he has read about it and suggests that the Board do homework and develop a list of masonry contractors who have done quality spot repointing.

Mr. Smoker stated that his contractor is also suggesting that the bricks have a breathable sealer installed after the repointing but he did not have any additional information regarding the type of sealer, how long after the repointing is completed would the sealer be installed or how often the sealer is supposed to be reapplied. Tom Lainhoff stated that the Board would need additional information regarding the sealer before that recommendation could be made and Mr. Smoker stated that he would obtain additional information and come back to a future meeting if he chose to pursue the sealer.

Tom Lainhoff read the entire scope of work proposed by Mr. Smoker's contractor and stated that an additional item he is concerned with is the pressure washing of the mortar joints after they have been ground out, noting that would put additional water behind the bricks and suggested cleaning out the joints with air. Mr. Smoker stated that he was also previously concerned with this and would advise his contractor that he did not want them pressure washed but blown out with air instead.

Len Ferber made a motion, seconded by Dale Kaufman to recommend Borough Council accept the application of Ben and Naomi Smoker, owners of 132 Miller Street, to approve the

repointing as specified in the contract submitted from J&J Restoration with the change that after the mortar joints have been ground out that they be air blown out instead of pressure washed, the mortar color will match the original brown sand color, and it will not be sealed, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 6. The motion carried 4-2 with members Ferber, Kaufman, Gunnion and Measel casting assenting votes. Member Chris Lainhoff cast a dissenting vote because he doesn't recommend this type of mortar to be used, it is not what is called for in the Preservation Brief, and the entire building does not need to be repointed. Member Tom Lainhoff cast a dissenting vote because he believes they need to find out what is causing the underlying moisture problem.

Dale Kaufman stated that we need to get a list of contractors who are qualified and willing to use the lime mortar we are suggesting to be used.

Ben Smoker offered to ask J&J Restoration to provide a list of locations of their good repointing projects.

**144 EAST MAIN ST – Roof drains:** Sunny Raja, owner of the motel at 144 East Main Street, was in attendance and reviewed his application to install a roof drain above each room which will be visible from the west side of the building. A photograph of an existing drain on the front of the building they are proposing to duplicate was submitted. Mr. Raja noted that it is an approximate 3" PVC pipe that is painted red to match the building.

Mr. Raja stated that the front two rooms already have the drains installed and they work well and he provided photographs showing how they would be installed. He stated that years ago he had hoped to replace the roof but the cost is approximately \$75,000 and he did not have the funds for that improvement. Mr. Raja stated that the water ponds on the existing roof and currently he has to put sump pumps on the roof to drain it. When asked, Mr. Raja stated that there is approximately 18" of space between the motel room ceiling and the roof and that is the area he is proposing to put the drain pipe from the middle of the roof to the west wall and down the outside approximately between every air conditioning unit.

Dale Kaufman made a motion, seconded by Len Ferber and passed unanimously to recommend Borough Council accept the application of Raja Ranisa Investor LLC, owner of 144 East Main Street, to install the roof drains as proposed along the west wall, matching the drain pipe on the front of the building that will be painted the same color as the wall, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

Christine Shipman informed Mr. Raja that he will also need to meet with the Borough Manager and Borough Engineer to review the stormwater impacts and she will check with the Building Inspector and advise him what building permits are necessary to which Mr. Raja stated he understood.

**OTHER BUSINESS:** Len Ferber stated that the Odd Fellows building has a cellular tower transformer in the basement and it is necessary for them to install an air conditioning unit to control the temperature. He stated that a small hole will be cut in the existing plywood for ventilation but it will not be visible from the roadway. It was the consensus that since it is not visible from the roadway, a HARB permit is not necessary.

Tom Lainhoff stated that he was concerned that the owner of 10 East Main Street did not yet apply to HARB for the improvements that are outlined in the condemnation notice and that the property owner's September deadline would be impossible to keep if they haven't yet even applied to HARB. Christine Shipman will pass along the concern to the Borough Manager.

Christine Shipman provided a copy of the proposed HARB Ordinance which is being considered at the August 9, 2016 Borough Council meeting.

**PUBLIC COMMENT:** None.

**ADJOURNMENT:** Dale Kaufman made a motion, seconded by Beth Gunnion and passed unanimously to adjourn the meeting at 8:55 p.m.

Respectfully Submitted,

Christine D. Shipman  
HARB Secretary

**August 2, 2016 – Meeting Canceled**



mortar joint and using a hand tool to pop out the remaining mortar (not grinding the bricks) and Mr. Morrison agreed with his directions.

As required by the repointing permit, Mr. Morrison will complete a sample repointing area for the Board to approve prior to continuing with the project on the East wall where he already began grinding out the mortar.

Tom Lainhoff explained to Mr. Carter that since he is now proposing to keep the side entrance shed and replace the roof in kind, the projects are pre-approved activities and no motion is necessary tonight. Appropriate permits will be prepared by the staff and available for him to pick up in the office tomorrow.

Speaking as Heritage Society Members, Tom and Chris Lainhoff asked if they were removing any of the interior features such as the second floor fireplace, woodwork and staircase. Cliff Carter was very agreeable to discuss this and stated that the woodwork and staircase are remaining but the second floor fireplace and chimney breast needs to be removed due to structural reasons. Chris Lainhoff asked if Mr. Carter would be willing to allow him to photo document these features and Mr. Carter stated that they were welcome to come in any time.

**OTHER BUSINESS:** None.

**PUBLIC COMMENT:** None.

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

Respectfully Submitted,

Christine D. Shipman  
HARB Secretary

**HISTORICAL ARCHITECTURAL REVIEW BOARD  
MINUTES  
TUESDAY, OCTOBER 4, 2016**

Members Present:     Tom Lainhoff                             Len Ferber  
                                 Beth Gunnion                             Dave Measel

Others Present:        Christine Shipman                     Joe Deevy  
                                 Brian McNamara                     Sharon McNamara

**CALL TO ORDER AND PLEDGE TO THE FLAG:** The meeting was called to order at 7:30 p.m. by Chairman Tom Lainhoff, followed by the salute to the flag. It was announced that the meeting was being audiotaped to assist in the preparation of the minutes. Tom Lainhoff stated that the HARB recommendations from this meeting will be voted on at the next Borough Council meeting which is scheduled for October 11, 2016. Tom Lainhoff stated that Steve VanOrmer was absent due to a family emergency.

**PUBLIC COMMENT:** None.

**MINUTES OF SEPTEMBER 6, 2016:** Len Ferber made a motion, seconded by Beth Gunnion and passed unanimously to approve the minutes of the September 6, 2016 meeting as printed.

**11 EAST MAIN ST – Sign:** Sharon and Brian McNamara, new tenants for the property at 11 East Main Street, were in attendance and reviewed their application for a sign. Len Ferber stated that he would be abstaining from voting on this application because he is the property manager for this property.

Tom Lainhoff stated that the preliminary sign was reviewed at last month's meeting and Mrs. McNamara stated that they are proposing the sign exactly the same as previously reviewed. The sign will be made out of cedar and will have a sand carved background with raised lettering.

Beth Gunnion made a motion which was seconded by Dave Measel to recommend Borough Council accept the application of Sharon McNamara, tenant of 11 East Main Street, to install the Gray Vervain House of Earthen Goods sign as submitted, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9. The motion carried with members Lainhoff, Gunnion and Measel casting assenting votes. Member Ferber abstained from voting because he is the property manager.

**OTHER BUSINESS:** Joe Deevy, owner of 115 East Main Street, was in attendance and submitted his application for a 14' x 24' storage shed to the rear of his property. The application was briefly discussed and it was the consensus that it will be visible from the roadway and will be placed on next month's agenda.

Len Ferber stated that he was asked by the I.O.O.F. to verify that they would need to apply to replace two windows that are visible from the roadway. It was the consensus of the members that they do need to apply and come to a meeting and Mr. Ferber stated he will relay that information.

Tom Lainhoff stated that he is planning to meet with the Borough Manager to discuss the progress at 8-10 East Main Street. He also stated that the repointing sample area has not yet been completed and noted that there is only approximately 6 weeks left this year that they will be able to do the masonry work before the weather turns bad.

Len Ferber stated that he will be out of town and unable to attend the next meeting on November 1, 2016.

**PUBLIC COMMENT:** None.

**ADJOURNMENT:** Len Ferber made a motion, seconded by Beth Gunnion and passed unanimously to adjourn the meeting at 8:10 p.m.

Respectfully Submitted,

Christine D. Shipman  
HARB Secretary



**HISTORICAL ARCHITECTURAL REVIEW BOARD  
MINUTES  
TUESDAY, NOVEMBER 1, 2016**

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

Others Present:       Christine Shipman                     Joe Deevy  
                               Henry Benner

**CALL TO ORDER AND PLEDGE TO THE FLAG:** The meeting was called to order at 7:30 p.m. by Chairman Tom Lainhoff, followed by the salute to the flag. It was announced that the meeting was being audiotaped to assist in the preparation of the minutes. Tom Lainhoff stated that the HARB recommendations from this meeting will be voted on at the next Borough Council meeting which is scheduled for November 8, 2016.

**PUBLIC COMMENT:** None.

**MINUTES OF OCTOBER 4, 2016:** Dave Measel made a motion, seconded by Beth Gunnion and passed unanimously to approve the minutes of the October 4, 2016 meeting as printed.

**115 EAST MAIN ST – Shed:** Joe Deevy, owner of 115 East Main Street, was in attendance and reviewed his application for a shed that he discussed with the board at last month's meeting. Steve VanOrmer asked if Mr. Deevy was seeking approval for both door options shown on his application which were the roll-up and the swinging doors. Mr. Deevy stated that he preferred just the roll up door because of being able to open it when there is snow on the ground and the problem with the doors possibly becoming uneven if the shed settled.

Steve VanOrmer made a motion, seconded by Beth Gunnion and passed unanimously to recommend Borough Council accept the application of Joseph and Laura Deevy, owners of 115 East Main Street, to place a 14' x 24' storage shed as applied with the roll-up door with carriage house styling, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

**124 SOUTH DECATUR ST – Street lamp and post:** Henry Benner, representing the Strasburg Heritage Society who is the owner of the Shroy House at 124 South Decatur Street, was in attendance and reviewed their application to place a historic Strasburg street lamp in front of the Shroy House. He explained that the street lamp is a true Strasburg street lamp that was purchased for \$300 approximately 60 years ago at a public auction for John Homsher. This street lamp is being donated to the Heritage Society by the Breuninger family who would like it to be installed along the street in front of the Shroy House. Tom Lainhoff stated that the post will actually be 6" at the base and is also being donated. Mr. Benner stated that the location the post in the sidewalk will still allow a 3' 4" passing area for a wheelchair on the sidewalk.

Dale Kaufman made a motion, seconded by Dave Measel and passed unanimously to recommend Borough Council accept the application of the Strasburg Heritage Society, owners of 124 South Decatur Street, to place a street lamp and post as presented, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

**OTHER BUSINESS:** Tom Lainhoff stated that there have been problems with the quality of the contractor's repointing work at 8-10 East Main Street and that in fact the Borough Manager has issued a cease and desist work order for the repointing. Tom Lainhoff asked for the status of the project and Christine Shipman advised him that the Borough Manager is the main contact for this project and that they could contact her for additional information. She also stated that the Borough Manager met with Borough Council member David Dunn regarding this issue and he was going to be contacting Tom Lainhoff directly. Tom Lainhoff stated that he has also previously been given permission to contact the Building Code Inspector. Tom Lainhoff stated that very little work has been done on the property and that is visible because of the exact same pile of unused building materials that has laid out back for several weeks.

Tom Lainhoff asked if the contractors are licensed to work in Pennsylvania and Christine Shipman stated that is not regulated by the Borough.

Tom Lainhoff provided the following contact information for a good masonry contractor who could possibly provide guidance regarding the poor repointing job: Degrunchy's Limeworks, 266 Rock Hill Rd, Quakertown, PA 18951, Phone: 215-536-6706.

**PUBLIC COMMENT:** None.

**ADJOURNMENT:** Dale Kaufman made a motion, seconded by Tom Lainhoff and passed unanimously to adjourn the meeting at 8:10 p.m.

Respectfully Submitted,

Christine D. Shipman  
HARB Secretary

**HISTORICAL ARCHITECTURAL REVIEW BOARD  
MINUTES  
TUESDAY, DECEMBER 6, 2016**

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

Others Present:         Christine Shipman                 Sunny Raja

**CALL TO ORDER AND PLEDGE TO THE FLAG:** The meeting was called to order at 7:30 p.m. by Chairman Tom Lainhoff, followed by the salute to the flag. It was announced that the meeting was being audiotaped to assist in the preparation of the minutes. Tom Lainhoff stated that the HARB recommendations from this meeting will be voted on at the next Borough Council meeting which is scheduled for December 13, 2016.

**PUBLIC COMMENT:** None.

**MINUTES OF NOVEMBER 1, 2016:** Beth Gunnion made a motion, seconded by Dave Measel and passed unanimously to approve the minutes of the November 1, 2016 meeting as printed.

**144 EAST MAIN ST – Sign and handicap ramp:** Sunny Raja, owner of 144 East Main Street, was in attendance and reviewed his application for a handicap ramp on the existing motel office building to the rear of the property and a Notary and Tag sign.

He provided three photos of proposed sign designs he found on the internet. Chris Lainhoff stated that he personally liked the design of the Hidden Brook Farm sign and suggested that Mr. Raja consider including a raised border and a matte finish. Mr. Raja was also suggested to either work with a sign designer or design a sign himself which the proposal will be reviewed at a future HARB meeting. Tom Lainhoff suggested using some of the same design elements in the existing Carriage House Motor Inn sign so that customers may realize that it is on the same property. Mr. Raja was also advised that he should designate where he would like the sign to be placed and work with the Zoning Officer to determine the sign size that would be allowed. Mr. Raja also stated that he would like the sign to be lit with a light from the ground and the members suggested hiding the light in the shrubbery but advised Mr. Raja that if the light fixture is visible from the roadway that it would need to be reviewed by HARB. Since a specific sign design was not provided at this meeting, Mr. Raja was in agreement with this item being tabled for action at a future meeting.

Mr. Raja submitted three designs he found on the internet for handicap ramps. It was noted that the motel office sits very far back from the roadway (approximately 300 feet back) and is partially blocked by the existing motel. Because of its minimal visibility, Chris Lainhoff stated that he would be in favor of allowing Mr. Raja to proceed with whatever design meets the building code regulations as long as it is made out of wood. Chris Lainhoff stated that some good examples of wooden handicap ramps are those at Pizza City and the Iron Horse Inn.

Mr. Raja also submitted photographs of handicapped parking space designation signs and markings and stated that they will be located behind the existing motel. It was the consensus that those signs are not visible from the roadway they are not subject to HARB review.

Chris Lainhoff made a motion, seconded by Dale Kaufman and passed unanimously to recommend Borough Council accept the application of Sunny Raja, owner of 144 East Main Street, to construct a wooden handicap ramp at the main door of the office at the back of the parking lot, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

**OTHER BUSINESS:** Tom Lainhoff stated that Beth Gunnion has chosen to not seek reappointment to the Board. Beth was thanked for her service to the Board over the years.

**PUBLIC COMMENT:** None.

**ADJOURNMENT:** Chris Lainhoff made a motion, seconded by Beth Gunnion and passed unanimously to adjourn the meeting at 8:15 p.m.

Respectfully Submitted,

Christine D. Shipman  
HARB Secretary