

**HISTORICAL ARCHITECTURAL REVIEW BOARD
MINUTES
THURSDAY, JANUARY 3, 2019**

Members Present:	Tom Lainhoff Lori Troiano	Chris Lainhoff Steve VanOrmer
Others Present:	Christine Shipman Stephanie Eshleman Rick Waller Fred Lauzus	Greg Eshleman Chase Eshleman Denise Waller Keith Andrew

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. Tom Lainhoff announced that the meeting is being audiotaped and maintained until the minutes are approved and that the HARB recommendations from this meeting will be voted on at the next Borough Council meeting that is scheduled for January 8, 2019.

PUBLIC COMMENT: None.

REORGANIZATION: A motion was made by Steve VanOrmer, seconded by Lori Troiano and passed unanimously to reappoint Tom Lainhoff as Chairman.

A motion was made by Chris Lainhoff, seconded by Steve VanOrmer and passed unanimously to reappoint Len Ferber as Vice Chairman.

MINUTES OF NOVEMBER 6, 2018: A motion was made by Chris Lainhoff, seconded by Steve VanOrmer and passed unanimously to approve the minutes of the November 6, 2018 meeting as printed.

131 EAST MAIN R STREET – Replace front door: Greg and Stephanie Eshleman, owners of 131 East Main Street, were in attendance and reviewed their application to replace the front porch, siding and storm door because they were damaged when a dump truck hit their house.

Stephanie Eshleman reviewed the process they have gone through to try to find a contractor to quote the job and to be the main contact for the entire project, which was requested from the insurance adjuster. She reviewed the proposal submitted by Smucker's and stated that they were proposing to use colonial porch posts which were similar to other houses on the street because posts to match their existing posts are not a stock material available because theirs were handmade by the previous owner. The uniquely detailed brackets were also discussed and Steve VanOrmer stated that the posts, brackets, railing and other pieces could be replicated by a millwork shop.

Chris Lainhoff provided a photograph of the porch from 100 years ago and it looked the same as it did before the accident and stated that their porch was attractive the way it was because it didn't match all of the other porches. He suggested that if the original parts could be repaired that it would probably last longer because the old wood lasts longer. Stephanie Eshleman stated that the restoration company cleaned up the broken pieces when they came to reinforce the porch.

Chris Lainhoff suggested having the metal feet on the bottom of the porch posts because it minimizes the contact of the porch to the floor and reduces rotting.

It was the consensus of the members that it is preferred to replace the porch posts, railing and brackets to match what was there before the accident and Greg and Stephanie Eshleman agreed. Chris Lainhoff suggested checking with the contractor to see if they could purchase the in-kind materials from a millworking shop.

Stephanie Eshleman stated that they have had a lot of problems with the paint peeling on their porch floor over the last several years and that they have tried many different types of paint and that is why they were requesting Azek for the porch floor. Chris Lainhoff stated that an alternative to Azek is a product called Aeratis, which is wider, can be shaped, and doesn't have as much of the fake-looking woodgrain. He added that porch floors were always painted and Aeratis can be tongue and grooved and painted.

Steve VanOrmer stated that he believes the Azek samples they brought looks like plastic, would be slippery and has a uniform grain pattern and he prefers the appearance of the Aeratis product.

Stephanie and Greg Eshleman stated they just noticed the plans show using Azek for the fascia and that is not what they wanted to use, that they wanted the fascia to be wood.

The siding was discussed and Stephanie Eshleman stated that the aluminum siding on the front was damaged and they cannot match the siding to just repair sections so they are proposing to replace the aluminum siding on the entire house with vinyl siding. She noted that this was handled as an in-kind replacement in the past.

Stephanie Eshleman stated that the insurance company is requiring front step to be replaced with two steps because the previous one step was too high.

The replacement of the storm door with a full glass storm door was discussed.

A motion was made by Chris Lainhoff, seconded by Steve VanOrmer and passed unanimously to recommend Borough Council accept the application of Stephanie and Gregory Eshleman, owners of 131 East Main Street, to replicate the porch above the floor as it was before the accident, insisting on in-kind materials and workmanship and to replace the existing wooden porch floor with the Aeratis product which is available from Ironstone Building Materials that will be painted and to replace the fascia and trim below with wood and to replace the steps with two steps made of wood, to approve the replacement of the storm door as submitted, to approve the replacement of the aluminum siding with vinyl siding as submitted, and to approve the replacement of the gutters and downspouts in-kind which are half round and will be painted to remove the shiny appearance, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

OTHER BUSINESS: Keith Andrew, the owner of the A Find in Time shop that is moving from 11 East Main Street to 17 West Main Street, was in attendance to brainstorm with the board regarding his sign placement. He stated that he did contact the Zoning Officer and is waiting for his reply regarding the maximum allowable sign size for 17 West Main Street.

The members suggested that Mr. Andrew hold the sign up under the center lights on the front of the building to see what it would look like.

Chris Lainhoff reported that Bruce Ryder advised him that 8-10 East Main Street was accepted into the Redevelopment Authority's Blighted Property program and the next step is for them to work with the current owner for 3-6 months to get him to make the repairs. He added that since the property was accepted into the program, any new buyer is required to make the same improvements and the Borough is reviewing the Demolition by Neglect portion of the HARB Ordinance.

Chris Lainhoff also stated that it was decided at the last Borough Council meeting that the Borough Staff will attempt to contact prospective buyers regarding property issues after we are advised of a pending sale by settlement companies.

PUBLIC COMMENT: None.

ADJOURNMENT: A motion was made by Tom Lainhoff, seconded by Steve VanOrmer and passed unanimously to adjourn the meeting at 9:45 p.m.

Respectfully Submitted,

Christine D. Shipman
HARB Secretary

**HISTORICAL ARCHITECTURAL REVIEW BOARD
MINUTES
TUESDAY, FEBRUARY 5, 2019**

Members Present: Tom Lainhoff Len Ferber
 Dale Kaufman Lori Troiano
 Steve VanOrmer

Others Present: Christine Shipman Keith Andrew

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. Tom Lainhoff announced that the meeting is being audiotaped and maintained until the minutes are approved and that the HARB recommendations from this meeting will be voted on at the next Borough Council meeting that is scheduled for February 12, 2019.

PUBLIC COMMENT: None.

MINUTES OF JANUARY 3, 2019: A motion was made by Steve VanOrmer, seconded by Lori Troiano and passed unanimously to approve the minutes of the January 3, 2019 meeting as printed.

43 EAST MAIN R STREET – Replace porch light, mailbox and window boxes: The applicant contacted the Borough Office prior to the meeting and asked if their application could be tabled until the next meeting due to a scheduling conflict.

17 WEST MAIN R STREET – Signs: Keith Andrew, new tenant at 17 West Main Street, was in attendance and reviewed his application to move his existing sign from 11 East Main Street to 17 West Main Street. He is proposing to mount it above the front doorway and it is illuminated by the existing lights on the building. He is also considering seeking approval for a second sign on the East side of the building which would be similar to the type of sign that the previous tenant, Zole, had on the building. He reminded the members that the previous sign was a non-shiny decal that gets applied to the brick to make it look like it was painted. If he decides to pursue Zoning approval for the second sign, it would be a decal to look just like his sign on the front of the building.

A motion was made by Len Ferber, seconded by Dale Kaufman and passed unanimously to recommend Borough Council accept the application of Strasburg Properties, owners of 17 West Main Street, to approve the signs as applied for A Find in Time, which is in accordance with the Secretary of the Interior’s Standards for Rehabilitation 36 CFR 67 Standard Number 9.

43 WEST MAIN R STREET – HVAC unit and conduit: Dale Kaufman, owner of 43 West Main Street, was in attendance and reviewed his application to install a ductless HVAC system with conduit that runs on the West side of his home. He is proposing a design that has minimum impact on his home with one of the horizontal lines low to the ground which will be partially blocked by the ivy and the vertical lines located in the least-visible locations possible, noting that one of the vertical lines is hidden behind the chimney. The plans were reviewed and Steve

VanOrmer suggested another option, if it works with the system, is to run the conduit that is closest to the road next to the downspout.

A motion was made by Len Ferber, seconded by Lori Troiano to recommend Borough Council accept the application of Dale & Stephanie Kaufman, owners of 43 West Main Street, to approve the installation of the HVAC system and conduit lines at the applicant's discretion on the West side of the home, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9. Motion carried with members Lainhoff, Ferber, Troiano and VanOrmer casting assenting votes. Member Kaufman abstained from voting because he is the applicant.

APPROVAL OF 2018 ANNUAL REPORT: A motion was made by Len Ferber, seconded by Dale Kaufman and passed unanimously to accept the 2018 annual report and forward it to Borough Council.

OTHER BUSINESS: Tom Lainhoff stated that an upcoming free training opportunity for the members to consider is a presentation he is doing at the February 18, 2019 Heritage Society Meeting entitled "*Taverns, Tipping Houses, and other Places of Public Enjoyment: Three Centuries of Drinking in Strasburg, 1729 - 2019.*"

Tom Lainhoff asked for an update regarding the property at 8-10 East Main Street, noting that HARB had prepared a list of maintenance issues that was forwarded to Borough officials in November of 2018. Christine Shipman will forward this request to the Borough Manager and Mayor but did state that the Borough Manager and Mayor did compare this list in detail to a list prepared by the Redevelopment Authority to ensure that all items were included on the Redevelopment Authority's list.

Dale Kaufman stated that he will prepare a list of properties that are in need of being repainted and bring the list to the next meeting.

PUBLIC COMMENT: None.

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

Respectfully Submitted,

Christine D. Shipman
HARB Secretary

March 5, 2019 – Meeting Canceled

**HISTORICAL ARCHITECTURAL REVIEW BOARD
MINUTES
TUESDAY, APRIL 2, 2019**

Members Present: Tom Lainhoff Len Ferber
 Steve VanOrmer Chris Lainhoff
 Ryan Weaver

Others Present: Christine Shipman Marcia Andersen
 Ken Andersen Kimberly Berkich
 Ken Berkich

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. Tom Lainhoff announced that the meeting is being audiotaped and maintained until the minutes are approved and that the HARB recommendations from this meeting will be voted on at the next Borough Council meeting that is scheduled for April 9, 2019.

PUBLIC COMMENT: None.

MINUTES OF FEBRUARY 5, 2019: A motion was made by Len Ferber, seconded by Ryan Weaver and passed unanimously to approve the minutes of the February 5, 2019 meeting as printed.

43 EAST MAIN STREET – Replace porch light, mailbox and window boxes: Ken and Marcia Andersen, owners of 43 East Main Street, were in attendance and reviewed their application to replace the porch light, mailbox and window boxes with the designs that they submitted with their application.

A motion was made by Chris Lainhoff, seconded by Len Ferber and passed unanimously to recommend Borough Council accept the application of Marcia and Ken Andersen, owners of 43 East Main Street, to replace the porch light, mailbox and window boxes on the first and second floors as applied or to use a different wooden mailbox they may choose, which is in accordance with the Secretary of the Interior’s Standards for Rehabilitation 36 CFR 67 Standard Number 9.

11 EAST MAIN STREET – Signs and oversized Strasburg Adirondack chair: Kimberly and Ken Berkich, new proprietors for an artisan retail shop at 11 East Main Street, were in attendance and reviewed their application for signs and an oversized Strasburg Adirondack chair. Mrs. Berkich stated that they are also considering a wooden train playset instead of the Adirondack chair.

Tom Lainhoff stated that HARB does not regulate items that are not affixed to the ground, not affixed to a structure or patio furniture so the chair or playset are not under HARB pervue.

Steve VanOrmer suggested having their main sign be as large as possible so it can be seen by potential customers instead of having multiple small signs. Tom Lainhoff stated that she can also put items in her display window to draw in customers.

Based on the conversation, Mrs. Berkich decided to proceed with one larger sign above the store window.

A motion was made by Chris Lainhoff, seconded by Ryan Weaver to recommend Borough Council accept the application of Kimberly Berkich, tenant at 11 East Main Street, to approve up to a 10 square foot oval sign as proposed that will be installed above the store window, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9. Motion carried with members Tom Lainhoff, VanOrmer, Chris Lainhoff and Weaver casting assenting votes. Member Ferber abstained from voting because he is the rental agent for the property.

OTHER BUSINESS: Tom Lainhoff provided an update from Mayor Bruce Ryder regarding the property at 8-10 East Main Street. He stated that a Lancaster County judge recently awarded the Borough reimbursement of \$28,000 in legal fees. He also stated that he was advised that the Vacant Property Reinvestment Board was preparing for its second blight determination, as required, but the property owner requested a hearing, which will be held on April 18, 2019.

Chris Lainhoff publicly thanked and commended Bruce Ryder for all of his hard work with this project and stated that the list that is posted on the property is a very good and detailed list.

The newest member, Ryan Weaver, was welcomed to the Board.

PUBLIC COMMENT: None.

ADJOURNMENT: A motion was made by Chris Lainhoff, seconded by Len Ferber and passed unanimously to adjourn the meeting at 8:40 p.m.

Respectfully Submitted,

Christine D. Shipman
HARB Secretary

**HISTORICAL ARCHITECTURAL REVIEW BOARD
MINUTES
TUESDAY, MAY 7, 2019**

Members Present:	Tom Lainhoff	Len Ferber
	Steve VanOrmer	Chris Lainhoff
	Lori Troiano	Dale Kaufman
Others Present:	Christine Shipman	Don Heiser
	Rick Waller	Denise Waller
	Chester Millisock	Colleen Eichelberger
	Stephanie Eshleman	Greg Eshleman
	John Drouillard	Cheryl Drouillard
	Patrick Meck	

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. Tom Lainhoff announced that the meeting is being audiotaped and maintained until the minutes are approved and that the HARB recommendations from this meeting will be voted on at the next Borough Council meeting that is scheduled for May 14, 2019.

PUBLIC COMMENT: None.

MINUTES OF APRIL 2, 2019: A motion was made by Len Ferber, seconded by Steve VanOrmer and passed unanimously to approve the minutes of the April 2, 2019 meeting as printed.

105 WEST MAIN STREET – Replace or repair approximately 10 windows: Don Heiser, owner of 105 West Main Street, and his business partner Patrick Meck, were in attendance and reviewed their application. Tom Lainhoff stated that, at Don Heiser’s request, he met with Don Heiser and inspected the windows prior to the meeting. Tom Lainhoff stated that the windows are wooden windows that Don Heiser said were replaced when he bought the property in 1997. Mr. Heiser stated that since he met with Tom Lainhoff, he researched wooden replacement windows and found out that it takes 10-12 weeks to get the windows and that the existing windows are rotten, leaking and causing damage inside his building. After learning of the long order time and wanting to have the entire building all match, Mr. Heiser has decided that he would like to use vinyl replacement windows for all 14 windows that are visible from the road.

Mr. Heiser stated that the wooden replacement windows that were put in approximately 1997 were Anderson windows and he painted them three times since he owned the property but they didn’t hold up. He stated that they are single pane glass wooden windows with true divided lights. He stated that he did some research and found out that style of window from that time period failed.

Tom Lainhoff stated that when he inspected the windows with Mr. Heiser, he did see that the sills and the lower portion of the window jambs/sash are deteriorated. He stated that he believed the problem was that the aluminum storm window drain holes were clogged and were capturing

and holding water too long. He also stated that two of the windows are original 6 over 6 wooden windows that should be repaired.

Don Heiser stated that the wooden replacement windows were installed by the prior owner as part of the negotiation of his purchase of the property. He also stated that the adjoining house, 107 West Main Street, has vinyl replacement windows that were installed prior to his ownership of the property. When asked about the light configuration of the windows, Mr. Heiser stated that the vinyl replacement windows could be double insulated glass with a 6 over 6 light configuration with the grids between the glass and he can get the windows in stock in two weeks.

Chris Lainhoff stated that our ordinance is specific regarding wooden windows and read Section 503 which states that existing wooden windows are to be retained whenever possible if they can be repaired and only allows replacement with wooden windows if they are too deteriorated to be repaired. Tom Lainhoff stated that this section of our ordinance matches Lancaster City's ordinance and does not give this Board the authority to approve anything other than repairing the windows or, if deemed necessary, to replace wood windows with wood windows.

Lori Troiano asked if the storm windows could be repaired to give Mr. Heiser more time to get the appropriate windows in stock. Mr. Heiser stated that they are repaired and are working as well as they can. Chris Lainhoff stated that the window deterioration occurred over a long period of time.

Chris Lainhoff offered the Board's assistance in researching other wood replacement window suppliers and will provide the information to Mr. Heiser to review, to which Mr. Heiser was agreeable. Tom Lainhoff stated that replacing the unrepairable replacement wood windows for wood windows is an in-kind repair and covered under the permit that Mr. Heiser already has but noted that the original six over six windows can be repaired and need to be retained. Chris Lainhoff stated that the sills need to be pitched properly to allow the water to run out and the drain holes on the storm windows need to be kept clear.

Based on the offer to assist in researching other wood replacement window suppliers, Mr. Heiser stated that he was agreeable to table the application. Chris Lainhoff thanked Mr. Heiser for considering this option.

A motion was made by Steve VanOrmer, seconded by Chris Lainhoff and passed unanimously to table the application of Donald and Orlena Heiser, owners of 105 West Main Street, to repair or replace the windows.

54 WEST MAIN STREET – Replace shed and porch roof: John and Cheryl Drouillard, owners of 54 West Main Street, were in attendance and reviewed their application to replace the shed and their house porch roof.

Tom Lainhoff stated that the shed they are proposing to replace is a deteriorated modern structure and that the applicant completed the criteria for review for demolition. Chris Lainhoff noted that this structure deteriorated under the previous property ownership. Mr. Drouillard stated that the shed they are proposing is similar to the photograph he submitted with the following changes: the siding will match the addition on their house and will be horizontal, there will not be a garage door or windows above the garage door, the roof gable will be turned to face the road and it will not have a coupola.

Steve VanOrmer stated that the roof pitch of the shed should be steep to match the roof pitch on their house and Chris Lainhoff noted that the roof pitch on the photograph they submitted is a steep roof pitch.

Mr. Drouillard stated that for the house porch roof replacement, the existing roof is cedar shingles that need to be replaced but their insurance company does not want them to put wood shingles back on. He also stated that he would like to install the metal roof and he received property maintenance violations and penalties in the past regarding moss growing on the cedar shingles. Tom Lainhoff apologized for the harsh tone of the property maintenance letter and stated that he would like to have different levels of violation letters sent to property owners that begin with a nice letter.

Chris Lainhoff stated that for the metal roof, HARB prefers standing seam roofs like the old standing seam metal roofs with a small cap. He added that he likes the photograph submitted by the applicant for how they are proposing to wrap the metal roof around the corner.

A motion was made by Len Ferber, seconded by Chris Lainhoff and passed unanimously to recommend Borough Council accept the application of John and Cheryl Drouillard, owners of 54 West Main Street, to approve the demolition under Section 504.2.e and 504.2.f, the demolition of a 24' x 20' shed and noted that the owners have demonstrated sufficient evidence to support its demolition.

A motion was made by Len Ferber, seconded by Dale Kaufman and passed unanimously to recommend Borough Council accept the application of John and Cheryl Drouillard, owners of 54 West Main Street, to replace the demolished shed with a 14' x 20' shed as shown in the photograph with the following changes: the eve will be facing the street, there will not be a garage door or windows above the garage door, there will not be a coupola, the siding will be horizontal hardiboard and the house porch roof will be standing seam as discussed at the meeting, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

122 EAST MAIN STREET – Fence: Chester Millisock, owner of 122 East Main Street, and Colleen Eichelberger were in attendance and reviewed their application to install a fence. Colleen Eichelberger stated that the privacy fence portion is a standard stockade fence with a picket top and the shorter picket fence will have an approximate 2" opening between the pickets. She showed a picture of the fence she is proposing from a photograph on her phone and will forward the photograph to be included with her application.

Colleen Eichelberger stated that the fence on the sides will have to be installed backwards because the neighbors will not let them or their contractor on their property. She stated that she will spraypaint both sides of the fence sections before they are installed.

A motion was made by Steve VanOrmer, seconded by Dale Kaufman and passed unanimously to recommend Borough Council accept the application of Chester Millisock, owner of 122 East Main Street, to install a fence as proposed, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

Colleen Eichelberger then asked for the Board's input regarding her porch because chunks of wood came out of it when she recently pressure washed the porch. Tom Lainhoff stated that she

can replace the wooden boards on the porch with wood after she obtains an in-kind repair/replacement permit, which does not require attending a meeting. Tom Lainhoff suggested they consider using mahogany wood because of its longevity.

131 EAST MAIN STREET – Replace aluminum shingles with asphalt shingles and discuss leaving post railings and brackets on the new porch in natural cedar instead of being painted:

Stephanie and Greg Eshleman, owners of 131 East Main Street, were in attendance and reviewed their application.

Chris Lainhoff stated that with their sun exposure, the cedar will not hold up without being painted and he stated that he witnessed this first hand with a cedar door on East Main Street that was clear coat painted every two years but it still did not hold up. Stephanie Eshleman stated that since she submitted her application more sections of the porch were installed that are not made of cedar so it will not match if she leaves the cedar unpainted so she asked to remove that request from her application.

A motion was made by Dale Kaufman, seconded by Len Ferber and passed unanimously to recommend Borough Council accept the application of Stephanie and Greg Eshleman, owners of 131 East Main Street, to replace the aluminum shingles with asphalt shingles as proposed, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

7 EAST MAIN STREET – Replace door: Len Ferber, rental agent for the owners of 7 East Main Street, was in attendance and reviewed his application to replace the second floor exit door and storm door at the fire escape that were damaged during the fire with a code required steel door and storm door. He provided photographs of the doors he is proposing to be added to his application.

A motion was made by Chris Lainhoff, seconded by Lori Troiano to recommend Borough Council accept the application of I.O.O.F., owners of 7 East Main Street, to replace the existing storm door with the storm door proposed per the submitted photograph and to install a code-compliant steel door behind the storm door, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9. Motion carried with members Tom Lainhoff, VanOrmer, Chris Lainhoff, Troiano and Kaufman casting assenting votes. Member Ferber abstained from voting because he is the rental agent and applicant for 7 East Main Street.

OTHER BUSINESS: None.

PUBLIC COMMENT: None.

ADJOURNMENT: A motion was made by Chris Lainhoff, seconded by Len Ferber and passed unanimously to adjourn the meeting at 9:18 p.m.

Respectfully Submitted,

Christine D. Shipman
HARB Secretary

June 4, 2019 – Meeting Canceled

**HISTORICAL ARCHITECTURAL REVIEW BOARD
MINUTES
MONDAY, JUNE 10, 2019**

Members Present: Tom Lainhoff Len Ferber
Steve VanOrmer Chris Lainhoff
Ryan Weaver Dale Kaufman

Others Present: Lisa M. Boyd, Borough Manager
Don Heiser
Patrick Meck

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. Tom Lainhoff announced that the meeting is being audiotaped and maintained until the minutes are approved and that the HARB recommendations from this meeting will be voted on at the next Borough Council meeting that is scheduled for June 11, 2019.

PUBLIC COMMENT: None.

MINUTES OF MAY 7, 2019: A motion was made by Len Ferber, seconded by Dale Kaufman and passed unanimously to approve the minutes of the May 7, 2019 meeting as printed.

105 WEST MAIN STREET – Replace or repair approximately 10 windows: Don Heiser, owner of 105 West Main Street, and his business partner Patrick Meck, were in attendance and reviewed their application. Tom Lainhoff stated that at the end of the last meeting, HARB offered to provide contact information for an additional wood window supplier. Don Heiser stated that he did not receive the information and Tom Lainhoff provided a printout of an email that Chris Lainhoff sent on May 10, 2019 to the email address they provided at the May 7, 2019 meeting but Mr. Meck stated that he had looked in his emails several times and did not receive it. Chris Lainhoff stated that he sent the email as soon as he received the information he requested from the company. Tom Lainhoff stated that he wished that Mr. Heiser had contacted him to advise that they did not receive the email.

Chris Lainhoff stated that he re-contacted the company today and he received specifications and price range for a custom Spanish cedar sash, with a turnaround of approximately 2-4 weeks. He stated that the cost is \$105-\$125 per sash and if you replace both sash on the window, the cost is \$210-\$250 per window.

Chris Lainhoff stated that he did look at the windows today from the road and they were more visible because some of the storm windows were up because of air conditioners. He stated that his view of the windows from the sidewalk, it appeared to him that the windows could be repaired. Chris Lainhoff stated that it appeared to him that possibly some of the upper sash look to be a lot older than the lower sash and are of different sizes and he believes maybe just the lower sash was replaced before Mr. Heiser purchased the property.

Steve VanOrmer reminded the applicant that repairing the windows in kind, as discussed, is covered under the in-kind permit that Mr. Heiser already has for this property.

Steve VanOrmer stated that another option Mr. Heiser could consider would be to apply to restore all of the windows to be what he believes was originally there, which was 6 over 6.

Patrick Meck stated that he received conflicting information from contractors, one said that the windows could be repaired in a short amount of time and another said it would take 30-40 days. Mr. Meck said that their regular contractor was not in favor of repairing the windows because he did not believe it would hold up long-term and because he believed there was already too much damage. Chris Lainhoff stated that his view of the windows from the street appear that they can be repaired but noted that he has not inspected the windows up close and from the inside.

Chris Lainhoff stated that replacement vinyl windows are normally installed between the existing wooden jambs and the contractor would still need to repair any rotted wood casing to install the vinyl replacement window. Chris Lainhoff reviewed the deterioration that was visible from his standpoint on the sidewalk.

Tom Lainhoff stated that the application that was submitted states to replace or repair 10 windows and does not state vinyl replacement windows. Don Heiser stated that, as discussed at the last meeting, he wished to amend his application to state to replace 10 windows with vinyl replacement windows.

Tom Lainhoff read Section 503 of the HARB Ordinance, which was adopted by Borough Council on August 9, 2016 to match the section in Lancaster City's HARB Ordinance, which states that "existing wooden windows are to be retained whenever possible if they can be repaired and only allows replacement with wooden windows if they are too deteriorated to be repaired." He stated that this section of the HARB Ordinance does not allow HARB to recommend approving to replace existing wooden windows with vinyl replacement windows. Chris Lainhoff stated that the ordinance does not state "original" wooden windows because it would be impossible to prove if a window was an original wooden window unless there is photographic proof from the day the building was constructed.

Don Heiser asked if he is allowed to use insulated glass if he is able to find a cost-effective, good looking wooden window? Tom Lainhoff stated that insulated glass is permitted because new wooden windows use modern glass anyway, and glass is not specified in the ordinance. Chris Lainhoff added that in-kind wooden replacement windows have true divided lights, individual panes of glass, the glass gets glazed into place and they get painted.

Steve VanOrmer stated that the work that the Board has done with researching options to repair his existing wooden windows was done to help the property owner come up with a cost-effective option to repair his windows.

Mr. Meck stated that they have not found a viable solution other than using vinyl replacement windows. Steve VanOrmer stated that the option that Chris Lainhoff found is a cost-effective, viable solution and Mr. Heiser asked how this option could be \$1,000 less per window compared to the Anderson wooden window? Chris Lainhoff stated that the option he found is an Amish manufacturer. Tom Lainhoff stated that his older son works for Pella and their wooden windows cost more than the local Amish manufacturer (even though the Amish manufacturer would use a better quality of wood) because companies like Pella have large factories and have to shut down

a vinyl line to make a small batch of wooden windows (hence the reason for the delay). Chris Lainhoff added that the cheaper option still needs to be trimmed to fit, install locks and painted.

Don Heiser stated that the existing building already has replacement windows and he would like the entire building to match. Chris Lainhoff stated that the building is a duplex, with a separate address, and having the windows match is not going to tie the two sides together because it already has differences including different siding and roof.

Tom Lainhoff noted that the application does not specify what type of replacement windows he would like to use and Don Heiser stated he was originally proposing wood but he would like to amend his application to state vinyl replacement windows.

The Borough Manager stated that other boards have allowed applicants to amend their applications. Don Heiser will leave the information regarding the vinyl replacement window he wishes to use with the Borough Manager.

A motion was made by Tom Lainhoff, seconded by Chris Lainhoff and passed unanimously to allow the application of Donald and Orlena Heiser, owners of 105 West Main Street, to be amended to state that they are applying to replace the 10 windows (3 on the front and 7 on the east side of 105 West Main Street) with vinyl replacement windows.

A motion was made by Chris Lainhoff, seconded by Steve VanOrmer and passed unanimously to recommend Borough Council deny the amended application of Donald and Orlena Heiser, owners of 105 West Main Street, to replace 10 windows as listed in the application with a vinyl replacement as submitted, because it does not comply with Section 503 of the Strasburg Borough Historic District Ordinance that was enacted by Borough Council on August 12, 2016, which states that existing wooden windows are to be retained whenever possible if they can be repaired and only allow replacement of wooden windows if they are too deteriorated to be repaired, which is the same as Lancaster City's Ordinance and also notes that it is also unknown when all of the wooden windows that are proposed to be replaced were installed because they are of different construction and also conflicts with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 6 (which states that deteriorated historic features shall be repaired rather than replaced where the severity of the deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture and other visual qualities where possible materials, replacement of missing features shall be substantiated by documentation by physical or pictorial evidence) and from what we can see most of the deterioration is not within the windows but in the casing around the windows with the exception of a few that were noted by Chris Lainhoff during the discussion at this meeting.

Chris Lainhoff stated that the Board's offer of assistance continues and offered to come out and take a closer look at the windows. He also noted that he has also forwarded contact information for Dusty Hoffman, who is a historic wooden-framed window repair contractor.

OTHER BUSINESS: None.

PUBLIC COMMENT: None.

ADJOURNMENT: A motion was made by Len Ferber, seconded by Chris Lainhoff and passed unanimously to adjourn the meeting at 8:34 p.m.

Respectfully Submitted,

Lisa M. Boyd
Borough Manager

**HISTORICAL ARCHITECTURAL REVIEW BOARD
MINUTES
TUESDAY, JULY 2, 2019**

Members Present: Tom Lainhoff Len Ferber
 Steve VanOrmer Ryan Weaver
 Lori Troiano

Others Present: Christine D. Shipman Rick & Denise Waller
 John Mroz Jeremy Peifer

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. Tom Lainhoff announced that the meeting is being audiotaped and maintained until the minutes are approved and that the HARB recommendations from this meeting will be voted on at the next Borough Council meeting that is scheduled for July 9, 2019.

PUBLIC COMMENT: None.

MINUTES OF JUNE 10, 2019: A motion was made by Len Ferber, seconded by Steve VanOrmer and passed unanimously to approve the minutes of the June 10, 2019 meeting as printed.

144 EAST MAIN STREET – Replace front sign: Jeremy Peifer, co-owner of 144 East Main Street, was in attendance and reviewed their application to replace the previous Carriage House sign with a new sign. He stated that the sign was already installed and apologized for the misunderstanding in not obtaining the necessary permits before it was installed. It was noted that the new sign does have a frame around it and is a good looking sign.

A motion was made by Len Ferber, seconded by Ryan Weaver and passed unanimously to recommend Borough Council accept the application of Radicle Investments c/o Carriage House, owners of 144 East Main Street, to replace the front sign as submitted, which is in accordance with the Secretary of the Interior’s Standards for Rehabilitation 36 CFR 67 Standard Number 9.

135 EAST MAIN STREET – Extend external stair well on the West side to the third floor and paint the West side exterior brick to match the brick color on the South side: Richard and Denise Waller, owners of 135 East Main Street, were in attendance and reviewed their application to extend the external stair well on the West side to the third floor (as required by code for a second egress point since they are renovating the second and third floors into office areas) and to paint the West side exterior brick to match the brick color on the South side.

Mr. Waller stated that the architect’s plan shows the stair well extension to be constructed of wood, which matches the existing stair well. Steve VanOrmer suggested that the stair well be painted to match the trim and Mr. Waller agreed that he liked that idea.

The painting of the brick was discussed and it was the consensus that this is a HARB-regulated item because this is masonry painting and the ordinance only doesn’t require a permit for

painting of exterior wooden surfaces. It was discussed that the brick on the West side of the building is the faux-brick and will not be negatively affected by paint.

A motion was made by Ryan Weaver, seconded by Len Ferber and passed unanimously to recommend Borough Council accept the application of Richard and Denise Waller, owners of 135 East Main Street, to extend the external stair well on the West side to the third floor and to paint the West side exterior brick to match the brick color on the South side, as submitted, 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 the Board may want to consider a possible future Ordinance amendment to address sign changes.

Tom Lainhoff gave an update regarding the progress by the Vacant Property Reinvestment Board regarding 8-10 East Main Street.

PUBLIC COMMENT: John Mroz stated that he is a resident of Heritage Strasburg and was at this meeting to learn more about the Board and to be informed about his community.

ADJOURNMENT: A motion was made by Len Ferber, seconded by Steve VanOrmer and passed unanimously to adjourn the meeting at 8:22 p.m.

Respectfully Submitted,

Christine D. Shipman
Administrative Assistant

**HISTORICAL ARCHITECTURAL REVIEW BOARD
MINUTES
TUESDAY, AUGUST 6, 2019**

Members Present: Len Ferber Dale Kaufman
 Ryan Weaver Lori Troiano

Others Present: Christine D. Shipman Richard Weymer
 John Mroz Beth Weymer

CALL TO ORDER AND PLEDGE TO THE FLAG: The meeting was called to order at 7:30 p.m. by Vice Chairman Len Ferber, followed by the salute to the flag. Len Ferber announced that the meeting is being audiotaped and maintained until the minutes are approved and that the HARB recommendations from this meeting will be voted on at the next Borough Council meeting that is scheduled for August 13, 2019.

PUBLIC COMMENT: None.

MINUTES OF JULY 2, 2019: A motion was made by Dale Kaufman, seconded by Ryan Weaver and passed unanimously to approve the minutes of the July 2, 2019 meeting as printed.

316 MILLER STREET – Roof over side door: Richard and Beth Weymer, owners of 316 Miller Street, attended and reviewed their application to install a roof over the existing door on the East side of the house. Mr. Weymer reviewed the detailed plans that they submitted with their application.

A motion was made by Dale Kaufman, seconded by Lori Troiano and passed unanimously to recommend Borough Council accept the application of Richard and Beth Weymer, owners of 316 Miller Street, to install a roof over the existing door on the East side of the house as detailed in their application, which is in accordance with the Secretary of the Interior’s Standards for Rehabilitation 36 CFR 67 Standard Number 9.

7 SOUTH DECATUR STREET – Replace signs: The applicant contacted the office and advised that they would like to attend next month’s meeting. A motion was made by Ryan Weaver, seconded by Lori Troiano and passed unanimously to table the application to replace the signs at 7 South Decatur Street because the applicant was not in attendance for the meeting.

OTHER BUSINESS: The members discussed the Vacant Property Reinvestment Board update regarding 8-10 East Main Street.

PUBLIC COMMENT: None.

ADJOURNMENT: A motion was made by Dale Kaufman, seconded by Ryan Weaver and passed unanimously to adjourn the meeting at 7:42 p.m.

Respectfully Submitted,

Christine D. Shipman, Administrative Assistant

**HISTORICAL ARCHITECTURAL REVIEW BOARD
MINUTES
TUESDAY, SEPTEMBER 3, 2019**

Members Present: Tom Lainhoff Dale Kaufman
Ryan Weaver Lori Troiano
Chris Lainhoff

Others Present: Christine D. Shipman Bruce Ryder
John Mroz Chad Snyder
Sue Stirba Tony D'Alessandro
Eldon Stoltzfus Charles F. Snyder Jr.
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. Tom Lainhoff announced that the meeting is being audiotaped and maintained until the minutes are approved and that the HARB recommendations from this meeting will be voted on at the next Borough Council meeting that is scheduled for September 10, 2019.

PUBLIC COMMENT: None.

MINUTES OF AUGUST 6, 2019: A motion was made by Dale Kaufman, seconded by Lori Troiano and passed unanimously to approve the minutes of the August 6, 2019 meeting as printed.

7 SOUTH DECATUR STREET – Signs: Charles F. Snyder Jr. and Chad Snyder, owners of Bachman Snyder Funeral Home at 7 South Decatur Street, attended and reviewed their application to replace the Bachman Funeral Home signs with Bachman Snyder Funeral Home signs. They stated that the signs were already installed and apologized for the misunderstanding in not obtaining the necessary permits before it was installed. It was noted that the new signs are very attractive signs.

A motion was made by Dale Kaufman, seconded by Ryan Weaver and passed unanimously to recommend Borough Council accept the application of Bachman Snyder Funeral Home, owners of 7 South Decatur Street, replace the signs as submitted, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

8-10 EAST MAIN STREET – Renovations: Tom Lainhoff reported that the Lancaster County Redevelopment Authority's Vacant Property Reinvestment Board (VPRB) accepted 8-10 East Main Street into their program, worked with the property owner, and obtained property appraisals taking the necessary repairs into consideration. After trying to sell the property privately, the property owner accepted selling the property through the VPRB. Dale Kaufman stated that he is representing the Lancaster County Redevelopment Authority at this meeting. Tom Lainhoff stated that he has worked with Bruce Ryder, engineers, the Zoning Officer, Code Enforcement Officer and the Borough Manager on this project.

Eldon Stoltzfus was in attendance and stated that he has a signed agreement in place with the VPRB to purchase the property and wants to repair the building and bring it back to being a usable property. He stated that he has been involved in historic restorations of 2 East Main Street and several properties in other towns. Eldon Stoltzfus's son, Brandon Stoltzfus, was also in attendance.

The Board reviewed the Building Code Plans that Mr. Stoltzfus submitted detailing the scope of work he is planning for the building. Mr. Stoltzfus stated that in addition to the submitted information, he would also like to take down the garage that is attached to the barn.

The repointing was discussed and Mr. Stoltzfus stated that his mason is planning to take a mortar sample from inside the brick cavity and have it analyzed. Chris Lainhoff advised Mr. Stoltzfus of the Board's permit process for repointing and stated that it should be a lime-based product without Portland cement. Mr. Stoltzfus stated that he would review the HARB permit process for repointing and contact the office after the mortar sample has been analyzed. Chris Lainhoff stated that there is a section of original mortar to the right and left of the door at 8 East Main Street. Because so much of the pointing has been damaged over the years, HARB will not require that repointed joints be ruled under an in-kind permit. Should the mason choose to use ruled joints, they should be true ruled joints where the mason holds the straight edge up and runs a straight line through the center.

The "shed-like" structure on the West side of the building next to the alley was discussed. Mr. Stoltzfus stated that he would like to remove it. Tom Lainhoff stated that the door and anything else he finds behind the shed-like addition should be retained and Mr. Stoltzfus stated that he will review what he finds behind it and come back to a future meeting if necessary.

Chris Lainhoff discussed the cornice work that is proposed and stated that, according to Preservation Standards, it should not be all torn off and replaced in kind. Instead, he stated, only the rotten areas should be replaced, in kind, by splicing in new matching sections.

Replacing the slate roof on the pent eave was discussed and Mr. Stoltzfus stated that he is proposing to replace it with a standing seam metal roof to match the rest of the building. The historic standing seam metal roof was discussed and Mr. Stoltzfus stated that his contractor is familiar with and will be installing the material with historic hipped corners and folds.

Mr. Stoltzfus stated that they do have a budget for the project and just found out the cost to remove the asbestos from the building so some of the improvements will have to be delayed until the future due to budget constraints.

Tom Lainhoff stated that Restoration Key Note #2 on Plan Page A-5 also applies to the East End and the Barge Board and reminded the applicant that everything visible from the road (East end, West end and North side) are regulated by HARB.

Chris Lainhoff stated that they may also find detailed cornice under the roof over the store front and that he believed it would look similar to the cornice at 11 South Decatur Street.

Mr. Stoltzfus stated that the front transom on 8 East Main Street will remain as it is. Both the door frame and door on 8 East Main are original and should also be retained.

Tom Lainhoff stated that the chimney on the West End above 8 East Main will need to be repaired. Tom Lainhoff suggested that they consider removing the chimney that is in the alleyway, noting that it is pulling away from the building and is in danger of falling.

Rebuilding the chimney that was removed from the East End above 10 East Main Street was discussed. Mr. Stoltzfus stated that he was not aware of that requirement and Bruce Ryder and Tom Lainhoff stated that this is one of the required improvements and was included on the list from the VPRB. Bruce Ryder stated that the contractor did install blocks and rebar to support the reinstallation of the chimney top on the roof. Bruce Ryder will forward pictures of the chimney before it was removed for them to use to rebuild a matching replacement. Bruce Ryder will also forward a copy of the HARB-required improvement list and a copy of the list that was attached to the VPRB purchase agreement to Mr. Stoltzfus.

Removing the “garage” addition to the barn was discussed. Chris Lainhoff stated that, for reasons of clarity in discussing this addition to the barn, it should be noted that it was built in two different phases. The original portion, on the east side, was a lean-to carriage or wagon shed that was built some time prior to the early 1890s. The garage addition, which extended toward the building to the west, was built in the 20th century. He stated that he would be agreeable to removing the portion of the garage that extends toward 6 East Main Street but that he felt that historically the portion that extends to the North should remain. Mr. Stoltzfus stated that this is one part of the project that will take place a few years from now and is not shown on the submitted plans. Mr. Stoltzfus stated that he was proposing to remove the garage to make room for a construction dumpster and to provide parking for the building. He did not believe that cars could use it for parking because they would not be able to open their doors due to the columns.

Dale Kaufman stated that he wants us to work with Mr. Stoltzfus and applauds him for tackling this project.

Tom Lainhoff noted that there are some items shown on the plans which are not in agreement with Historic District Regulations such as using plastic on the East gable. He added that any change to the structure that is visible from the road would either need to have individual approval or be an in-kind repair/replacement with the same materials, design, texture, and other visual qualities as the element to be replaced.

A motion was made by Chris Lainhoff, seconded by Dale Kaufman and passed unanimously to recommend Borough Council accept the application of Adaptable Resources, applicants for 8-10 East Main Street, to:

1. Construct rear addition and handicap ramp as submitted;
2. Approve replacing the existing slate, standing seam and asphalt roofing with a traditional standing seam metal roof with the color to be determined by the applicant;
3. Replacing the bottom right window on the North façade on 8 East Main and the window on the bottom left of the West wall with double insulated, painted, wooden 1/1 or 12/12 sash to match the 1/1 or 12/12 sash elsewhere on the building and frames for these windows shall match the exterior appearance of the other original windows on the back and west ends of the building;
4. Rebuild the chimney top on the East end above 10 East Main matching the style shown in the photograph that was taken before it was removed;
5. Repair the West gable chimney at 8 East Main;

6. Remove or repair the 8 East Main furnace chimney on the alley;
7. Do not rebuild the chimney on the rear of the “L” behind 8 East Main;
8. May remove the shed-like addition on the alley side of 8 East Main but retain the what is behind it (including door and door frame);
9. In kind repairs:
 - a. Repoint as much as required by the Borough to stabilize and desired to remove Portland mortar using a mortar mix using lime and sand mortar but not Portland cement. It was noted that the pre-approved repointing permit process includes necessary inspections and site visits to confirm removal and installation techniques;
 - b. Retain as much of the original wooden trim as possible and replace only rotted sections with in-kind wooden trim. This includes the Barge Board on the West side of 10 East Main and all woodwork on the visible part of 8 and 10 East Main, including the rear “L”;
 - c. Repair the concrete sidewalk and concrete stoops to both 8 and 10 East Main, noting that concrete that is poured up to a structure traps moisture so a small gap should be left and/or expansion material be inserted to separate the concrete from touching the historic masonry parts of the building;
 - d. Replace the galvanized steel gutters and downspouts in kind, which will be painted in a color selected by the owner;

which is in accordance with the Secretary of the Interior’s Standards for Rehabilitation 36 CFR 67 Standards Number 6 and 9.

Tom Lainhoff encouraged Mr. Stoltzfus to come back to future meetings and noted that the Board is here to help.

Mr. Stoltzfus stated that he welcomes any old photographs of the property. He also advised that they will be retaining materials removed from the property on-site. He stated that he does not yet have a settlement date and has not heard from the VPRB since he signed the agreements. Dale Kaufman stated that he will check with the VPRB regarding the status and report back to Mr. Stoltzfus.

Chris Lainhoff thanked Bruce Ryder for all of his work that got the property to this point.

OTHER BUSINESS: None.

PUBLIC COMMENT: None.

ADJOURNMENT: A motion was made by Chris Lainhoff, seconded by Ryan Weaver and passed unanimously to adjourn the meeting at 9:25 p.m.

Respectfully Submitted,

Christine D. Shipman
Administrative Assistant

**HISTORICAL ARCHITECTURAL REVIEW BOARD
MINUTES
TUESDAY, OCTOBER 1, 2019**

Members Present: Tom Lainhoff Dale Kaufman
 Len Ferber Ryan Weaver
 Chris Lainhoff Lori Troiano

Others Present: Christine D. Shipman John Mroz
 Tim Nies Kevin Adams

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. Tom Lainhoff announced that the meeting is being audiotaped and maintained until the minutes are approved and that the HARB recommendations from this meeting will be voted on at the next Borough Council meeting that is scheduled for October 8, 2019.

PUBLIC COMMENT: None.

MINUTES OF SEPTEMBER 3, 2019: A motion was made by Len Ferber, seconded by Dale Kaufman and passed unanimously to approve the minutes of the September 3, 2019 meeting as printed.

21 WEST MAIN STREET – Sign: Tim Nies, proprietor of 21 West Main Street, was in attendance and reviewed his application to change the sign at his business. He stated that the old sign fell down and one of his customers made the one that is already installed. Mr. Nies stated that he wants to add a small, approximately 1 foot round, simulated bicycle wheel that will be hung from the bottom of the existing sign.

A motion was made by Dale Kaufman, seconded by Ryan Weaver and passed unanimously to recommend Borough Council accept the application of Barebones Bicycle and Fitness, tenant at 21 West Main Street, to replace the sign as submitted with the future alteration of adding the small simulated bicycle wheel that will be hung from the bottom of the existing sign, which is in accordance with the Secretary of the Interior’s Standards for Rehabilitation 36 CFR 67 Standard Number 9.

148 EAST MAIN STREET – Renovations: Kevin Adams, co-owner of 148 East Main Street, was in attendance and reviewed his application to convert the building to the rear of 148 East Main Street into an office and laundry for the Carriage House Motor Inn at 144 East Main Street. He stated that they already received Zoning approval through a Zoning Hearing for the use. The renovations detailed on the application were to remove the front room attachment, install a double glass door in the front, replace the roof with a tin roof similar to the motel, replace the siding with white board and batten siding and to replace the windows where necessary.

Tom Lainhoff stated that he did visit the property and of the 19 windows on the building, 15 are wooden windows and 4 are vinyl. Mr. Adams stated he did not believe the windows were visible from the road but the photographs submitted showed that some of the windows are visible.

Mr. Adams explained the project in more detail stating that the existing door that faces the road will be framed over, the windows to the left of the door will be replaced and the windows on the right side will be removed and a double commercial door will be installed, and a handicap ramp will be installed. He added that they will match the board and batten siding and the roof of the motel.

Dale Kaufman noted that the building does sit back off of the roadway.

Chris Lainhoff stated that the HARB Ordinance is very specific regarding replacing existing wooden windows and that they are to be replaced with wooden windows. He suggested reusing some of the wooden windows that are being removed to possibly replace other wooden windows on the structure that may not be in as good of condition. He also suggested using a wide single door instead of the double glass doors.

Mr. Adams stated that the single-paned windows are not energy efficient. Chris Lainhoff stated that they could add interior or exterior storm windows to the windows which will make them energy efficient. Tom Lainhoff noted that they already have storm windows on some of the windows on the structure. Chris Lainhoff stated that another option is to replace the windows with wooden 6 over 6 divided light, double pane windows, to which Mr. Adams agreed would be a good option. Chris Lainhoff noted that since there is very little information provided with the application that he would like to see a brochure or more details regarding the wooden windows they decide to use.

When asked, Mr. Adams stated that they are proposing to remove the aluminum shutters from the building to match the look of the Carriage House.

The board and batten siding was discussed and Mr. Adams stated that they wanted to use vinyl siding. Tom Lainhoff stated that the existing siding on the building is center-beaded tongue and groove wood siding and he thought Mr. Adams said that they wanted to match the board and batten siding used on the Carriage House Motor Inn and that building has wooden siding. Mr. Adams stated that they only wanted to match the look of the Carriage House and didn't want something they would have to maintain and did not realize that HARB regulated materials. Chris Lainhoff stated that metal, hardiboard or wood would be historically-acceptable siding options and read from the Secretary of the Interior's Standards for Rehabilitation that states that materials are regulated. Dale Kaufman and Ryan Weaver stated that hardiboard is very low maintenance and that it can be made with the color baked in, which lasts a long time before it needs to be painted. Mr. Adams stated that instead of vinyl that he would consider using metal or hardiboard but that he needs to check with his partner to see if he would be agreeable and if he was not agreeable that they would appeal HARB's decision to Council. When asked, Mr. Adams stated that they are not looking to begin this project until January. Since they are not looking to begin the project immediately, Chris Lainhoff asked if Mr. Adams would be willing to table the application to allow him to research the siding options and discuss it with his partner and Mr. Adams stated that he was not agreeable to tabling the application.

A motion was made by Len Ferber, seconded by Dale Kaufman and passed unanimously to recommend Borough Council approve the application of Radicle Investments LLC, owners of 148 East Main Street for the renovations to the rear building which include removing the front room attachment; install a single or double glass door on the front; replace the roof with a tin

roof similar to the Carriage House Motor Inn; replace the siding with white vertical board and batten metal, wood or hardiboard (not vinyl); and replace the existing wooden windows with wooden 6 over 6 simulated divided light windows that look just like the existing windows (and the applicant will submit a brochure or information regarding the wooden replacement windows when they apply for the Building Permit), which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

OTHER BUSINESS: Dale Kaufman stated that there are some houses around town that need to be painted. He asked if a friendly letter could be sent to them, noting that encouraging people to paint will save people money in the long run because it will reduce the amount of damage that occurs to the unpainted surfaces. Mr. Kaufman will contact the Borough Manager to provide the list and discuss his request for a friendly letter to be mailed.

PUBLIC COMMENT: None.

ADJOURNMENT: A motion was made by Dale Kaufman, seconded by Chris Lainhoff and passed unanimously to adjourn the meeting at 8:35 p.m.

Respectfully Submitted,

Christine D. Shipman
Administrative Assistant

**HISTORICAL ARCHITECTURAL REVIEW BOARD
MINUTES
TUESDAY, NOVEMBER 5, 2019**

Members Present: Tom Lainhoff Dale Kaufman
Ryan Weaver Steve VanOrmer
Chris Lainhoff Lori Troiano

Others Present: Christine D. Shipman

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. Tom Lainhoff announced that the meeting is being audiotaped and maintained until the minutes are approved and that the HARB recommendations from this meeting will be voted on at the next Borough Council meeting that is scheduled for November 12, 2019.

PUBLIC COMMENT: None.

MINUTES OF OCTOBER 1, 2019: A motion was made by Chris Lainhoff, seconded by Dale Kaufman and passed unanimously to approve the minutes of the October 1, 2019 meeting as printed. Tom Lainhoff thanked Christine Shipman for doing an exemplary job and asked that it be included in the minutes.

122 SOUTH DECATUR STREET – Sign: Chris Lainhoff, representing the Strasburg Heritage Society, was in attendance and reviewed his application for an approximate 2' x 2' wooden sign with a wooden back band and a wooden post to be erected at 122 South Decatur Street.

A motion was made by Steve VanOrmer and seconded by Lori Troiano to recommend Borough Council accept the application of Strasburg Heritage Society, owner of 122 South Decatur Street, to install a new double sided sign and post, four square feet per side, that will be made out of wood and hand painted, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9. Motion carried with members Tom Lainhoff, Kaufman, Weaver, VanOrmer and Troiano casting assenting votes. Member Chris Lainhoff abstained from voting because he is representing the Heritage Society for this application.

106 EAST MAIN STREET – Lamp post: Chris Lainhoff, owner of 106 East Main Street, was in attendance and reviewed his application to install a lamp post by the sidewalk leading to the back porch and submitted photographs of what he was proposing. He added that the post will be painted white and have a lamplighter ladder bar.

A motion was made by Ryan Weaver and seconded by Lori Troiano to recommend Borough Council accept the application of Chris and Kyle Lainhoff, owners of 106 East Main Street, to install a lamp post by the sidewalk leading to the back porch as submitted, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9. Motion carried with members Tom Lainhoff, Kaufman, Weaver, VanOrmer and Troiano casting assenting votes. Member Chris Lainhoff abstained from voting because he is the applicant.

OTHER BUSINESS: Dale Kaufman stated that he has not yet talked to the Borough Manager about the friendly maintenance letter that he is requesting to be sent to owners of houses that need to be painted.

PUBLIC COMMENT: None.

ADJOURNMENT: A motion was made by Dale Kaufman, seconded by Ryan Weaver and passed unanimously to adjourn the meeting at 7:45 p.m.

Respectfully Submitted,

Christine D. Shipman
Administrative Assistant

**HISTORICAL ARCHITECTURAL REVIEW BOARD
MINUTES
TUESDAY, DECEMBER 3, 2019**

Members Present: Tom Lainhoff Dale Kaufman
 Ryan Weaver Steve VanOrmer
 Chris Lainhoff Lori Troiano

Others Present: Christine D. Shipman Paula Stanley
 Sharon Fisher Donald Fisher
 John Mroz Jerry Keba
 Steve Hixson Ellen Hixson

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. Tom Lainhoff announced that the meeting is being audiotaped and maintained until the minutes are approved and that the HARB recommendations from this meeting will be voted on at the next Borough Council meeting that is scheduled for December 10, 2019.

PUBLIC COMMENT: None.

MINUTES OF NOVEMBER 5, 2019: A motion was made by Lori Troiano, seconded by Steve VanOrmer and passed unanimously to approve the minutes of the November 5, 2019 meeting as printed.

322 MILLER STREET – Garage Renovations: Paula Stanley, owner of 322 Miller Street, was in attendance with Sharon and Donald Fisher and reviewed her application for renovations to her garage. She is proposing to remove the three existing garage doors, modify the opening, and install new overhead garage doors. The door trim and siding will need to be modified and she attached product literature and a front elevation drawing.

Dale Kaufman stated that he liked the application and noted that it will function well. Steve VanOrmer recommended they keep the old nine over nine windows.

A motion was made by Dale Kaufman, seconded by Ryan Weaver and passed unanimously to recommend Borough Council accept the application of Paula Stanley, owner of 322 Miller Street, for the garage renovations as shown on her application, which is in accordance with the Secretary of the Interior’s Standards for Rehabilitation 36 CFR 67 Standard Number 9.

213 MILLER STREET – Roof and Dormer Siding: Jerry Keba, owner of 213 Miller Street, was in attendance with Steve and Ellen Hixson and reviewed his application to remove the asbestos roofing down to the decking, replace decking as needed, install white drop edge on the rakes and eaves, install GAF Timberline black HD shingles, and to install siding on the dormers. Mr. Keba stated that the dormer siding is necessary because the existing siding will break when they install the new roof.

Tom Lainhoff recommended they keep the ridge caps if they can get them off without breaking them. He also noted that because of the type of material on the existing roof, it cannot be replaced in-kind and that he believed he chose the best option.

Tom Lainhoff noted that the existing siding is asbestos and cannot be replaced in-kind.

Mr. Keba stated that they plan to replace the house siding in the future and they would like put the material on the dormers that would be approved in the future for the remainder of the house.

Chris Lainhoff stated that when they proceed to replace the siding on the body of the house, it is not necessary to expose the original siding but he is asking that any original siding remain intact and be covered again so it will remain for a possible future restoration.

Chris Lainhoff stated that it is also his recommendation for them to not install the ledger board that runs the rake of the roof because it does not have a purpose. He is also recommending that the clapboard match and blend in with the existing siding on the first floor. He noted that the existing asbestos siding on the house will last a long time and is a good quality material.

A motion was made by Chris Lainhoff, seconded by Dale Kaufman and passed unanimously to recommend Borough Council accept the application of Jerry Keba, owner of 213 Miller Street, for the siding for the dormers to use either a concrete hardiboard-like product either to match the provided photograph of the dormer, to match the first floor siding, or use a clapboard style vinyl siding and to replace the roof as presented with GAF Timberline black shingles, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

OTHER BUSINESS: None.

PUBLIC COMMENT: None.

ADJOURNMENT: A motion was made by Steve VanOrmer, seconded by Dale Kaufman and passed unanimously to adjourn the meeting at 8:12 p.m.

Respectfully Submitted,

Christine D. Shipman
Administrative Assistant