

**HISTORICAL ARCHITECTURAL REVIEW BOARD  
MINUTES  
TUESDAY, JULY 7, 2020**

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

Others Present:        Lisa A. Frankford                             Tinamarie Villane

**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 14, 2020.

**PUBLIC COMMENT:** None.

**MINUTES OF JUNE 2, 2020:** A motion was made by Len Ferber, seconded by Steve VanOrmer and passed unanimously to approve the minutes of the June 2, 2020 meeting as printed.

**9 EAST MAIN STREET – Sign:** Lisa A. Frankford, tenant of lease for New Creations Studio, Inc. at 9 East Main Street, was in attendance and reviewed her application to hang a 54” by 20” sign on the existing chains.

A motion was made by Chris Lainhoff, seconded by Dale Kaufman and passed to recommend Borough Council approve the application of Lisa A. Frankford, tenant of lease for New Creations Studio, Inc. at 9 East Main Street, to approve the 54” x 20” sign as submitted, which is in accordance with the Secretary of the Interior’s Standards for Rehabilitation 36 CFR 67 Standard Number 9. Members Tom Lainhoff, VanOrmer, Chris Lainhoff, Troiano and Kaufman cast assenting votes. Member Ferber abstained from voting because he was involved with the leasing of the building.

**22 MILLER STREET – Replace attic window:** Tinamarie Villane, owner of 22 Miller Street, was in attendance and reviewed her application to replace the attic window. She stated that she actually already replaced the window about a year ago and at that time the window supplier advised her that she did not need a permit but he did not put that in writing. She also stated that she was contacted by the Borough Office and advised that it was noticed that the window was replaced without a permit and that she needed to apply for a permit and was provided with the language in the HARB ordinance regarding window replacements. The detailed wooden window was replaced with a one over one vinyl window.

Chris Lainhoff reiterated that the ordinance requires that existing wooden windows are to be repaired and if they are not able to be repaired that they are to be replaced in-kind with another wooden window and that is what is required by the Secretary of the Interior’s Standards. He added that our Ordinance does not allow for the replacement of a historic, detailed, wooden window with the vinyl window that she used. He added that replicating the detailed top portion

of the window is not easy. He added that when she recently disposed of the window, he saw the lower portion of the window sitting out for the trash but the upper portion of the window had already been taken by someone else. He retained the lower sash to give back to the owner to use to recreate the upper sash. He stated that the lower sash was in pretty bad shape and the bottom rail was rotted and needed to be replaced and the rot extended into the side pieces but that could have been replicated.

Lori Troiano asked if her neighbor might have something stored in their basement from when they may have removed their window.

Steve VanOrmer stated that because we have the bottom sash and pictures of the top sash that someone who knew what they were doing could replicate the window.

Dale Kaufman stated that he would like to go back on the contractor for this, it isn't what we would want but she already replaced the window, and the replacement window matches the window on the other side of the duplex. He added that she already spent over \$1,000 to replace the window.

Chris Lainhoff stated that the window she replaced was a very distinctive window. He added that we have an Ordinance that we are required to enforce and reminded the members that the Borough is currently pursuing legal action to have another property in the Historic District put back in wooden sash windows. He also stated that we need to be consistent in our decisions.

Chris Lainhoff stated that the owner can send a letter to the organization that manages the PA Contractor Licenses stating that she was not provided with the correct information regarding needing a permit. He does not believe the licensing organization penalizes contractors for this type of thing. He is also recommending that the Borough send a letter.

Steve VanOrmer stated that the Board has to make a recommendation based on our ordinance and that the owner can appeal the decision to Borough Council. He added that the Board does not like to deny requests because it creates animosity but we are required to make decisions based on our Ordinance and the Standards for Rehabilitation.

Chris Lainhoff thanked Ms. Villane for being so kind and polite with the Board at this meeting.

Len Ferber stated that the owner could try to take this case against the contractor to the District Justice to have her money refunded. The members reviewed the invoice that she provided for the window replacement and stated that they believe the amount he charged her for one window was extremely high.

A motion was made by Len Ferber, seconded by Tom Lainhoff and passed unanimously to recommend Borough Council deny the application of Tinamarie Villane, owner of 22 Miller Street to replace the existing attic window with a vinyl window as proposed, and request the Borough's Solicitor send a letter to the contractor stating that he was at fault for advising that no permit was required and require him to either replace the window with a proper wooden window or refund her money, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

Chris Lainhoff stated that he contacted the office when he found the lower sash and asked the staff to recommend to the homeowner to consider posting something on Next Door or another social media site to ask if someone picked up the upper sash. She stated that she did post something on a reuse-it website. Chris Lainhoff offered to assist her with posting something on Next Door to get it back and noted that offering a small reward for its return would be cheaper than having it remade. Lori Troiano also suggested checking with her neighbors.

**OTHER BUSINESS:** Tom Lainhoff stated that a friendly letter was sent out to 28 Miller Street.

**PUBLIC COMMENT:** None.

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

Respectfully Submitted,

Christine D. Shipman  
Administrative Assistant