

January 7, 2020 – Meeting Canceled

**HISTORICAL ARCHITECTURAL REVIEW BOARD
MINUTES
TUESDAY, FEBRUARY 4, 2020**

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

Others Present: Christine D. Shipman John Mroz
 Ryan Dagen

CALL TO ORDER AND PLEDGE TO THE FLAG: The meeting was called to order at 7:30 p.m. by Chairman Tom Lainhoff, followed by the salute to the flag. 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 11, 2020. Tom Lainhoff stated that his hearing aids are being repaired and he asked Len Ferber to run tonight's meeting.

PUBLIC COMMENT: Ryan Dagen asked if the Borough had a sidewalk program and stated that in another town he previously lived in had a program that provided financial incentives to have the same sidewalks through town, which made it very walkable. He added that there are some sidewalks in town that need repaired. Mr. Dagen was advised that the Borough does have sidewalk specifications and owners may choose to install either concrete or brick. He was also advised that he may contact the Borough Manager with sidewalk complaints. Chris Lainhoff added that the Borough Manager periodically inspects the sidewalks and notifies the owners of violations.

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

MINUTES OF DECEMBER 3, 2019: A motion was made by Tom Lainhoff, seconded by Ryan Weaver and passed unanimously to approve the minutes of the December 3, 2019 meeting as printed.

141 EAST MAIN STREET – Renovations: Ryan Dagen, owner of 141 East Main Street, was in attendance and reviewed his application. Mr. Dagen was thanked for his thorough application and he reviewed the prospective drawings and plans. He stated that they are trying to create an event space for 20-25 people and a side entrance for the event space where the midwife business used to be. He noted that the side entrance had to be designed to be turned on an angle because of the existing PP&L pole. He added the following additional information regarding his application: the new garage door will be insulated, the siding on the rear garage will be a vertical metal board and batten with hidden fasteners that will match the siding on the front of the building, the new entryway will have cedar siding to match the cedar stain on the front of the building (the perspective drawing didn't have the option to show the siding a cedar color), the door will match the door on the front of the building, and the existing vinyl windows they are replacing on the second floor are a cream color and they want the new ones to be white. He also stated that he is applying to change the roofline on the main building to get away from the barn

look. He added that he is working with the Borough regarding the event space and parking permits.

The members reviewed the application and each offered individual input. They were in favor of the proposed changes except changing the roofline on the main building and wanted to retain the original gambrel roofline and brick on the gable ends. Ryan Dagen agreed to amend his application to retain the original gambrel roofline and brick on the gable ends.

The applicant's desire to replace the existing one over one light vinyl windows with six over six light vinyl windows was discussed. Chris Lainhoff stated that he was unable to locate any documentation on what type of window (light configuration) was previously on the building. Steve VanOrmer stated that six over six light is a timeless historic configuration.

Steve VanOrmer and Lori Troiano stated that they felt the design for new entryway was modern looking and would have liked it to look like the front entrance.

A motion was made by Chris Lainhoff, seconded by Ryan Weaver and passed unanimously to recommend Borough Council accept the amended application of Ryan Dagen, owner of 141 East Main Street, for the following renovations: 1) garage at the rear of the building: to make the renovations as presented in the 3-D rendering to replace the tan siding with vertical metal board and batten to match the siding that was previously approved for the front of the building, replace the garage door with the garage door as shown, to rework the roofline and install two gooseneck lamps as presented, 2) construct a small addition to serve as the entryway for the event space to include: possibly pulling the cantilevered roof in, to use brick or limestone for the windwall instead of the stone as shown on the drawing, to use cedar siding where wood is shown on the drawing to match the cedar stain on the front of the building, and install two gooseneck lamps, 3) for the main building: use brick or limestone instead of the stone shown on the drawing to replace the railroad ties for the garden area, to replace the existing six vinyl second floor windows with vinyl six over six light windows, and to retain the original gambrel roofline and brick on the gable ends of the building as agreed to by the applicant at the meeting, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Numbers 9 and 10.

APPROVAL OF 2019 CLG ANNUAL REPORT: A motion was made by Tom Lainhoff, seconded by Ryan Weaver and passed unanimously to accept the 2019 CLG Annual Report as presented and forward it to Borough Council for final approval before being submitted to the PA Historical and Museum Commission.

OTHER BUSINESS: Tom Lainhoff stated that he will be attending a three-day cemetery training class in March and encouraged others to contact him if they are interested in attending.

PUBLIC COMMENT: None.

ADJOURNMENT: A motion was made by Steve VanOrmer, seconded by Tom Lainhoff and passed unanimously to adjourn the meeting at 8:50 p.m.

Respectfully Submitted,

Christine D. Shipman, Administrative Assistant

**HISTORICAL ARCHITECTURAL REVIEW BOARD
MINUTES
TUESDAY, MARCH 3, 2020**

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

Others Present:	Christine D. Shipman	Bob Templeton
	Dave DiFranco	Kevin Adams
	Rick Waller	Denise Waller

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 March 10, 2020

Tom Lainhoff reported that the owner of 329 Miller Street contacted the office prior to the meeting and asked that their application be withdrawn because they decided to repair their existing wooden windows after they met with Chris Lainhoff, the Borough Manager and Council President to review the condition of their windows.

Tom Lainhoff also reported that he was requested to meet with the owner and view the condition of the windows at 51 East Main Street and he will provide his findings under that agenda item.

PUBLIC COMMENT: None.

MINUTES OF FEBRUARY 4, 2020: A motion was made by Len Ferber, seconded by Dale Kaufman and passed unanimously to approve the minutes of the February 4, 2020 meeting as printed.

148 EAST MAIN STREET - Windows: Kevin Adams, representing Radicle Investments LLC who owns 148 East Main Street, was in attendance and reviewed his application. On October 1, 2019, he received HARB approval to replace the existing wooden windows with wooden 6 over 6 simulated divided light windows that look just like the existing windows. He is now applying to install vinyl windows on the left side (East) side of the new office building. He stated that he is requesting vinyl replacement windows because of the additional maintenance involved with taking care of wooden windows and stated that this building was an old garage. He added that he recently discovered that one of the two windows on the East side is already vinyl. Tom Lainhoff will meet with Mr. Adams to verify that one of the existing windows is vinyl and if it is, that one can be replaced in-kind.

Mr. Adams stated that the windows on the West side of the building are not visible from the roadway and Tom Lainhoff showed a picture that he took from the sidewalk with his cell phone that showed that those windows are visible from the roadway.

Chris Lainhoff read Section 503 of the Historic District Ordinance regarding windows which is the regulation on how HARB must act regarding existing wooden windows.

Dale Kaufman stated that windows are a significant part of a building.

A motion was made by Chris Lainhoff, seconded by Steve VanOrmer and passed unanimously to recommend Borough Council deny the application of Radicle Investments LLC, owner of 148 East Main Street, to replace the two windows on the East gable end of the office building with vinyl replacement windows, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

51 EAST MAIN STREET – Windows: Dave DiFranco, owner of 51 East Main Street, was in attendance and reviewed his application to remove all of the storm windows and to replace the existing wood windows with exact type of wood windows. He stated that he found the best wooden window he could find which is a Pella custom window with matching true divided lights at a cost of \$1,250.00 per window.

Tom Lainhoff stated that, as required by the HARB Ordinance Window Section 503, the owner of 51 East Main Street asked him to review the condition of his windows to determine their condition. He met with the owner and stated that he believes the front windows are the original windows and that they have all the necessary hardware and old glass and just need to be repaired. He added that the existing latches have been heavily painted over the years. He did agree that the storm windows could be removed and the owner could consider other storm window options that do open such as interior or triple track.

Mr. DiFranco stated that it is hard to open the windows and that he needs two people to open the window (one to hold the latch and one to lift the window) and that he cannot open the storm windows. He stated that, per code, a bedroom needs to have two forms of egress (a door and an operable window that can be opened without special effort) so that a person could get out of the house if there is a fire. He stated that this cannot currently be done and he is concerned about safety.

Mr. DiFranco stated that he would prefer to repair the existing wooden windows but he is worried about safety.

Dale Kaufman stated that replacing his existing storm windows would be covered under an in-kind repair/replacement permit. He also stated that a big problem with windows is painting contractors who put on too much paint.

Chris Lainhoff stated that the HARB Ordinance allows for existing wooden windows to be replaced with wooden windows only if the existing wooden windows are too deteriorated to be repaired and these windows can be repaired so HARB cannot approve to replace them.

Mr. DiFranco stated that he was working on another option.

A motion was made by Chris Lainhoff, seconded by Dale Kaufman and passed unanimously to recommend Borough Council take the following action regarding the application of Dave DiFranco, owner of 51 East Main Street: to approve the removal of the existing storm windows but to deny the request to remove the original existing wooden windows and replace with Pella true divided light

wooden windows because it doesn't appear that the existing wooden windows are in need of being replaced and just need to be repaired, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Numbers 2, 6, and 9.

122 SOUTH DECATUR STREET – Renovations and sign: Chris Lainhoff, applicant for the Heritage Society's property at 122 South Decatur Street, was in attendance and reviewed his application to 1) change the shape and design of the previously-approved sign, 2) replace the cedar roof in kind, 3) repair the front cornice, 4) brick infill where the bay window was removed in 2010, 5) complete the final three feet of the chimney for the original cooking fireplace, 6) shift the back porch back to its original position and remove a later layer of siding on the gable end. A detailed description of each project was included in the application.

A motion was made by Len Ferber, seconded by Steve VanOrmer to recommend Borough Council accept the application of the Strasburg Heritage Society, owner of 122 South Decatur Street, to approve the renovations and sign as submitted, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Numbers 6 and 9. Motion carried with members Tom Lainhoff, Ferber, VanOrmer, Troiano, and Kaufman casting assenting votes. Member Chris Lainhoff abstained from voting because he was the applicant.

OTHER BUSINESS: Tom Lainhoff stated that the owner of 8-10 East Main Street continues to consult with him and Chris Lainhoff regarding restoration details for the building.

Tom Lainhoff stated that he noticed in the Zoning Officer's report that 2 Miller Street got a permit for an ice cream shop and noted that they have not yet submitted a sign application. Steve VanOrmer stated that he has been working with the Zoning Officer regarding how many square feet of signage will be permitted on the building.

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
Administrative Assistant

April 7, 2020 – Meeting Canceled

May 5, 2020 – Meeting Canceled

**HISTORICAL ARCHITECTURAL REVIEW BOARD
MINUTES
TUESDAY, JUNE 2, 2020**

Members Present:	Tom Lainhoff	Len Ferber
	Steve VanOrmer	Chris Lainhoff (via Zoom)
	Lori Troiano (via Zoom)	Dale Kaufman (via Zoom)
	Ryan Weaver (via Zoom)	

Others Present:	Christine D. Shipman	F. Steven Echternach
	Sherry Fleischut	Nadine Echternach
	Mike Bewley	Jan Bewley
	Chester Millisock	Justin Miller
	Christa Miller (via speakerphone)	

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. Due to COVID-19 and during this emergency declaration, it was noted that this meeting was being held with some members participating via Zoom, which is in accordance with Act 15 of 2020 which states that a physical quorum is not required but a quorum is still required which includes members participating remotely.

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 9, 2020.

Each agenda item was assigned a specific time and the applicants were brought into the meeting individually to reduce the amount of people that were in the building at one time. Only the staff members and on-site board members attended the entire meeting in person.

Tom Lainhoff stated that the agenda items were allocated times on the agenda and if one item runs longer than their allowed time that the board will need to table that item and finish the review at the next meeting.

PUBLIC COMMENT: None.

MINUTES OF MARCH 3, 2020: A motion was made by Len Ferber, seconded by Steve VanOrmer and passed unanimously to approve the minutes of the March 3, 2020 meeting as printed.

2 MILLER STREET – Sign: Sherry Fleischut, tenant of lease Son's Ice Cream at 2 Miller Street, was in attendance and reviewed her application to retain the existing 18" x 24" aluminum sign that she hung up and received Zoning approval as a temporary sign.

Tom Lainhoff stated that he was concerned with the future signs that could be proposed for this building. Steve VanOrmer stated that this sign application meets our ordinance.

Tom Lainhoff stated that HARB traditionally recommends a wooden frame border around a sign. Steve VanOrmer stated that he is a neighbor to the property and, with the owner's permission, would be willing to assist them with adding the wooden frame and anchoring the sign to the building. Sherry Fleischut stated that she agreed to add the wooden frame border around the sign and would work with Mr. VanOrmer.

A motion was made by Len Ferber, seconded by Ryan Weaver and passed unanimously to recommend Borough Council approve the application of Sherry Fleischut, tenant of lease for Son's Ice Cream at 2 Miller Street, to approve the 18" x 24" aluminum sign as proposed with the addition of a wooden border, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

236 MILLER STREET – Replace asphalt shingle roof on barn with metal roof: Nadine Echternach, owner of 236 Miller Street, was in attendance and reviewed their application to replace the asphalt shingle roof on their barn with a metal roof. Their application stated that they like the look of a metal roof and they believe the original roof on the barn may have been metal because there was a large amount of old metal roofing when they bought the house. She stated that they would like to install a metal barn roof that will look similar to the barn roof that HARB approved in June 2016 for the barn across the street from their house at 239 Miller Street.

Steve VanOrmer asked if they considered a raised seam metal roof and Nadine Echternach stated that they did not. Chris Lainhoff agreed that a standing seam metal roof would be better but noted that this board previously approved the standard barn roof for a barn that is right across the street from their house.

Responding to a question raised by Lori Troiano, Nadine Echternach stated that the roof on the side structure of their barn will also have the metal roof installed.

Steve VanOrmer stated that he is really happy to see them retaining and maintaining the barn because a developer wanted to tear down the barn years ago.

A motion was made by Len Ferber, seconded by Chris Lainhoff and passed unanimously to recommend Borough Council approve the application of Sam and Nadine Echternach, owners of 236 Miller Street to replace the existing asphalt shingle roof on the barn with metal barn roofing as proposed, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

309 MILLER STREET – Install cedar shake siding from the square to the roof on the west side of the house, install 6" round spouting, redo front walk with brick stamped concrete:

Mike and Jan Bewley, owners of 309 Miller street, were in attendance and reviewed their application to 1) install cedar shake siding from the square to the roof on the West side of the house, 2) install 6" round spouting, and 3) redo the front walk with brick stamped concrete. Mike Bewley stated that they did remove the asbestos siding off of the square to the roof on the West side and the vertical board siding is currently exposed. He added that the window is not flush with the siding.

Chris Lainhoff asked Mr. Bewley if he wanted to install cedar shakes or cedar shingles, explaining the difference that shakes are rough and hand split. Mike Bewley stated that he wanted to install cedar shingles. Chris Lainhoff stated that the building was originally covered

with asbestos shingles and their application to install the cedar shingles is a lateral/upgrade improvement to what existed on the building. Chris Lainhoff suggested they also consider retaining the vertical board siding or add another layer of board siding on that section and offered his assistance to meet with the owners on-site to discuss the project in more detail. Chris Lainhoff provided a historic photograph of the property. Chris Lainhoff stated that the drip edge on both sides of the building should be retained and noted that it is a surviving possible original element of the structure. Mike Bewley stated that they will keep the drip edge and was willing to amend their application to include the second option of adding another layer of board siding and is willing to meet with Chris Lainhoff to discuss his suggestion.

Steve VanOrmer and Tom Lainhoff stated that the Landisville Mennonite Meeting House log structure has pent eaves with vertical boards at the top.

The 6" round spouting was discussed and Mr. and Mrs. Bewley stated that they are applying for 6" half round spouting, gutters and downspouts. Steve VanOrmer suggested that when they shop for the material that they consider something stronger than aluminum because his neighbor's aluminum spouting was damaged/destroyed by snow and ice because that material is just not strong enough. Mike Bewley stated that they are also planning to add snowbirds to their metal roof.

The existing brick sidewalk was discussed and Tom Lainhoff stated that it looks like it does because it was not properly installed. Mike Bewley stated that they were aware of that and added that they wanted to replace it with concrete because the old bricks are slippery. Jan Bewley also stated that their corner is also a school bus stop and that she was also concerned with the slippery bricks. They also stated that their sidewalk going up Cambridge Drive is concrete.

Steve VanOrmer stated that he also has a brick sidewalk and he likes his brick sidewalk because of the historic look and because he can use salt on it (salt will damage concrete). He also said he sprays his every other year with Spray and Forget to control moss.

Tom Lainhoff stated that the slipperiness would be reduced and it would drain properly if the brick sidewalk was properly relaid with the compacted layers of stone and the bricks set in stone dust.

A motion was made by Chris Lainhoff, seconded by Lori Troiano and passed unanimously to recommend Borough Council accept the application of Mike and Jan Bewley, owners of 309 Miller Street, to approve their application with the previously-noted addition to their application to: 1) retain the drip edge molding and for the square to the roof on the West side of the house the option of either retaining the vertical board siding/replicating an additional layer or to install the cedar shingle siding, 2) install the 6" round spouting as proposed, and 3) redo the front walk with a stamped brick concrete sidewalk as proposed, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

122 EAST MAIN STREET – Replace existing wood front door with a fiberglass door with brick mould and remove existing screen door: Chester Millisock, owner of 122 East Main Street, was in attendance and reviewed his application to replace the existing wood door with a

fiberglass door with brick mould and to remove the existing screen door. Chester Millisock stated that the existing wooden door is not installed correctly and doesn't function properly.

Chris Lainhoff stated, and Chester Millisock agreed, that the existing door is a paneled wood door with a half-moon window that is divided into smaller panes. Chris Lainhoff stated that the door is probably a wooden door that was installed in the 1960's and that replacing the door with a more appropriate wooden door would be better than a fiberglass door.

Tom Lainhoff stated that the door looks like it is a good, solid door and that the problem is with how the door is installed. He added that a new door would require the house to be cut into to make the house fit the new door frame.

Steve VanOrmer stated that it would be less expensive for them to have the existing door repaired and rehung.

Chester Millisock agreed to have a contractor look at the door to have it repaired and rehung and to remove replacing it from his application tonight. Steve VanOrmer offered for a Board member to meet with him to give suggestions because a contractor may try to sell him more work than necessary. Chester Millisock stated that the members can contact them to schedule the site visit to assist him with options to repair his existing wooden front door.

Tom Lainhoff offered to table the application to allow him to look at his options but Chester Millisock stated that he would like to have the Board consider his request to remove the storm door. Steve VanOrmer stated that if he decides to repair and rehang his existing wooden door that would be covered by an in-kind repair permit and that he would not have to come back to a meeting for that work.

A motion was made by Chris Lainhoff, seconded by Steve VanOrmer and passed unanimously to recommend Borough Council approve the amended application of Chester Millisock, owner of 122 East Main Street to remove the existing front storm/screen door, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

30 WEST MAIN STREET – Replace current porch spindles and handrail, which will be painted: Justin Miller, owner of 30 West Main Street, was in attendance and his wife, Christa Miller was on speakerphone.

Tom Lainhoff reviewed the synopsis of the events that took place regarding this project that was prepared by the Borough Manager. In summary, the owners began the work without obtaining permits after being advised by their neighbor to contact the Borough Manager to check on the HARB regulations before they began.

Justin Miller stated that he did not obtain the necessary permits before he did the work and that he only got rid of about 20 ruined original spindles but he does have the rest of the original material from the porch. When asked, he stated that he removed the original porch with a hammer. Chris Lainhoff stated that his removal technique is why the original materials were more damaged and if he would have come to the Board before beginning the work, he would have more of the original materials in good shape.

Justin Miller stated that he contacted Musselman's Lumber and they quoted him \$1200 to replicate only the original railing. Steve VanOrmer stated that HARB members have other resources available that he can obtain quotes from other sources, noting that there are computerized machines that make the process easier.

Chris Lainhoff noted that as documented on the photographs from Google Maps and the Borough's photo documentation from March 2019, the original railing was in good shape but there is a lot of peeling paint on the house.

Justin Miller stated that he is willing to fix the porch and asked if he could use vinyl or to keep the materials that he already purchased and began to install. Justin Miller agreed that the replacement materials he purchased and began reinstalling do not match what his original porch looked like before he took it down. Justin Miller did state that his house has aluminum siding. The members explained that the original porch was made of wood and had historic-looking features and the Standards for Historic Rehabilitation that HARB must act under are very specific. A copy of the Secretary of the Interior's Standards for Rehabilitation was provided to the applicant, and Standards # 5, #6 were reviewed.

Steve VanOrmer stated that if they would have applied to the Board before beginning the work that the Board would have most likely voted to have them repair their existing porch. He also stated that they have a gem property. He added that if there were sections that could not be repaired, they would have been required to have new matching wooden spindles and railing made. He also reiterated that the members have resources that we can suggest to provide owners with options to obtain the needed materials. Steve VanOrmer added that the members of the Board are volunteers who have a passion to restore our town and keep it historic.

Tom Lainhoff asked if Justin Miller was willing to replicate the porch that he took down and added that the Board cannot issue a Certificate of Appropriateness for the work that he began because it does not look the same. Justin Miller stated that he is willing to do what it takes to make it right.

Christa Miller asked if they can use an indoor wooden handrail and purchase bigger wooden spindles, adding that 27 Miller Street has the same spindles that they originally purchased. Chris Lainhoff stated that each property is evaluated individually based on what currently exists. He added that he wants to assist the applicants with obtaining quotes from other vendors to make the repair/replacement less of a financial burden.

Steve VanOrmer asked Justin Miller if he was willing to withdraw his application and agree to work with HARB to restore the porch back to its original design and material. Christa Miller asked if they had to remove the railing that they already have installed, noting that they have children. Steve VanOrmer stated that the railing that they installed without a permit can stay up until they are ready to replace it with the restored railing. Tom Lainhoff added that the applicants can show good faith effort by starting to restore the end sections. Chris Lainhoff suggested offering a motion to state that the restoration of the original porch is to be done within one year and if it is not complete within one year that they will come back to a HARB meeting to review the progress. Justin and Christa Miller both agreed to amend their application to restore the porch.

A motion was made by Chris Lainhoff, seconded by Steve VanOrmer and passed unanimously to recommend Borough Council approve the amended application of Justin and Christa Miller, owners of 30 West Main Street to restore the porch railing back to the condition it was before they removed it, noting that they are to retain the original elements that they have from the original porch and repair them and replicate the missing elements to match the old in design, color, texture, and other visual qualities, with the caveat that the work has to be completed by showing a good faith effort and if the work is not completed in one year that the applicants will come back to a HARB meeting to review the progress, noting that the members will offer their assistance on resources to assist the owners so the project can be as cost efficient as possible, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Numbers #5 and #6.

Justin Miller asked what work he could begin doing until this is approved by Borough Council and Tom Lainhoff stated that he could begin cleaning up the original materials to restore the porch. Tom Lainhoff reminded Justin Miller that HARB is a resource and can also give him guidance on how to clean them up.

OTHER BUSINESS:

28 MILLER STREET: At the request of Chris Lainhoff, the Secretary provided photographs of 28 Miller Street to the members. Chris Lainhoff noted that we have worked with this property owner in the past regarding needed repairs and her son has slowly worked on some areas but other areas are deteriorating. Dale Kaufman stated that we should suggest that she reapply to the Lancaster County Housing and Redevelopment Authority for possible financial assistance. It was also stated that we should also suggest the Strasburg Restoration and Preservation loan program.

A motion was made by Chris Lainhoff, seconded by Dale Kaufman and passed unanimously to recommend the Borough to reach out to this property owner and remind her of the responsibilities to maintain the property. Chris Lainhoff will contact the Borough Manager to discuss if a friendly-first approach could be used for Ordinance enforcement.

Dale Kaufman noted that the deterioration is progressing quickly on this property and it will only get more expensive to repair if they wait to make the needed repairs.

22 MILLER STREET: Chris Lainhoff provided photographs of the upper window that was replaced at 22 Miller Street without a permit. He stated that he just happened to notice the change recently when he was looking something else up on Google Maps. He stated that the mutton profile of the sash was removed and a replacement window was installed sometime between October 2018 and September 2019 per the Google Maps dates. The historic photographs that were taken by the Secretary in 2019 will also be reviewed.

Following our normal process, it was the consensus of the members have the appropriate Borough staff person contact the property owner and advise that they need to apply for a permit for the work they did without a permit. Chris Lainhoff asked if the owner could be asked right away if they still have the original sash and if they do have it to instruct them that they are to keep it. If the owners are not willing to voluntarily apply for a permit, at next month's meeting the Board can recommend Borough Council proceed with enforcement.

148 EAST MAIN STREET: Tom Lainhoff stated that the Borough Manager sent an email stating that the owners are possibly going to appeal the enforcement notice.

PUBLIC COMMENT: None.

ADJOURNMENT: A motion was made by Tom Lainhoff, seconded by Len Ferber and passed unanimously to adjourn the meeting at 9:55 p.m.

Respectfully Submitted,

Christine D. Shipman
Administrative Assistant

**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
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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

**HISTORICAL ARCHITECTURAL REVIEW BOARD
MINUTES
TUESDAY, AUGUST 4, 2020**

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

Others Present:	Christine Shipman	Kimberly Pantano
	Deb Pantano	Michael Ensslen

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 August 11, 2020.

PUBLIC COMMENT: None.

MINUTES OF JULY 7, 2020: A motion was made by Len Ferber, seconded by Steve VanOrmer and passed unanimously to approve the minutes of the July 7, 2020 meeting as printed.

318 MILLER STREET – Shutters: Susan Royer, owner of 318 Miller Street, attended the meeting via conference call due to a medical condition. She contacted the office earlier today and asked if she could add replacing the asphalt shingle roof on their garage with a metal roof to the agenda because they have a tree that they love in the back yard that drops branches and damages the garage roof and it will be easier to replace metal panels in the future. On her application, she stated that she is replacing old vinyl louvered shutters with solid wooden shutters that they found that were the correct size. She also stated that she knew that typically louvered shutters were appropriate on the second floor but the wooden shutters that they found in the correct size were solid wooden shutters.

Tom Lainhoff stated that he and Chris Lainhoff have a supply of louvered shutters and if she provided them with the measurements for their windows that they could look and see if they had any that they would give to them for free. Mrs. Royer stated that their shutters are 15” wide and 55 1/2” high.

During the meeting, Mrs. Royer texted over three pictures of metal roofs in town that they would like considered. She stated that she preferred the first option, which is a standing seam metal roof, but her contractor said that he does not have the special tool that is needed to install that type. Steve VanOrmer suggested that her contractor check with AB Martin because they have a standing seam metal roofing material that does not require the special tool.

A motion was made by Len Ferber, seconded by Steve VanOrmer and passed unanimously to recommend Borough Council accept the application of Larry and Susan Royer, owner of 318 Miller Street, to approve the replacement of the vinyl shutters with the wooden shutters as applied and to

approve any of the three metal roof designs she submitted for their garage, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

11 SOUTH DECATUR STREET – Sign: Kimberly Pantano, tenant of lease for Shear Fade at 11 South Decatur Street, was in attendance and reviewed her application to hang a new wooden 24” x 28” sign for her barber shop/salon from the existing sign post.

A motion was made by Len Ferber, seconded by Ryan Weaver and passed unanimously to recommend Borough Council accept the application of Kimberly Pantano, tenant of lease for Shear Fade at 11 South Decatur Street, to approve the 24” x 28” wooden replacement sign as submitted, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

333 MILLER STREET – Porch replacement: Michael Ensslen, owner of 333 Miller Street, was in attendance and reviewed his application to replace the posts and remove the railing and head trim. Ryan Weaver stated that the railings are not needed if his porch is less than 30” off the ground. Mr. Ensslen provided detailed photographs of the proposed project with his application and stated that the house was built in 1997 and is not historic. Tom Lainhoff stated that the siding and trim on this house are vinyl.

A motion was made by Len Ferber, seconded by Ryan Weaver and passed unanimously to recommend Borough Council accept the application of Michael and Heather Ensslen, owners of 333 Miller Street, to approve the application to replace the porch as submitted, noting that the porch components are being replaced with the in-kind character materials of the home and are acceptable considering the age of the home, 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 it is his opinion that the houses at 331, 333, 335 and 337 Miller Street could be considered non-contributing for a future amendment to the Historic District Ordinance.

Ryan Weaver stated that he was in attendance at the July 14, 2020 Borough Council meeting and they removed the portion of the Certificate of Appropriateness for 22 Miller Street that included having the Borough Solicitor contact the contractor. Christine Shipman stated that this Certificate of Appropriateness will be reconsidered at a future Council meeting because the applicant was told that the item was being tabled. She will notify the HARB members when this application is being reconsidered.

PUBLIC COMMENT: None.

ADJOURNMENT: A motion was made by Len Ferber, seconded by Steve VanOrmer and passed unanimously to adjourn the meeting at 8:15 p.m.

Respectfully Submitted,

Christine D. Shipman
Administrative Assistant

**HISTORICAL ARCHITECTURAL REVIEW BOARD
MINUTES
TUESDAY, SEPTEMBER 1, 2020**

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

Others Present:	Christine Shipman, Admin. Asst.	Hayden Weaver
	John Hershey	Jonathan Leventry
	Patrick Meck	Bruce Cook

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 8, 2020.

Public Comment: None.

Minutes of August 4, 2020: A motion was made by Len Ferber, seconded by Lori Troiano and passed unanimously to approve the minutes of the August 4, 2020 meeting as printed.

48 East Main Street – Replace house roof and outbuilding roof and cupola: John Hershey, owner of 48 East Main Street, was in attendance for the meeting and reviewed his application to replace the existing outbuilding roof presently consisting of both “Century” and worn cedar shake materials. He is proposing to install new cedar shakes 9.5 square cedar premium heavy tapersawn 18” x 7/8” teal gold band mill, 7 ½” exposure and to replace the existing cupola with a new Yorktown model cupola as submitted. They are also proposing to replace the existing “Century” roof materials on the house with 19 square cedar premium heavy tapersawn 18” x 7/8” teal gold band mill, 7 ½” exposure. Mr. Hershey stated that the cupola will be made of wood.

A motion was made by Len Ferber, seconded by Lori Troiano and passed unanimously to recommend Borough Council accept the application of John Hershey and Doug Zander, owners of 48 East Main Street, to approve the roof replacements with the cedar shakes as described and to replace the cupola on the rear shed, which is in accordance with the Secretary of the Interior’s Standards for Rehabilitation 36 CFR 67 Standard Number 9.

49 East Main Street – Replace windows: Jonathan Leventry, owner of 49 East Main Street, and his contractor Bruce Cook, were in attendance and reviewed the application to replace the rotten wooden windows with vinyl double pane windows. Bruce Cook stated that they could use parts from the windows to just keep the original windows on the front. He also stated that they windows have the antique glass but a few panes are broken. Bruce Cook stated that one window sash and frame is completely deteriorated.

Tom Lainhoff stated that he received permission from the neighbor to go on the neighbor's property to view the condition of the windows a little closer and he saw that the part of the windows that is damaged are the frames. He added that our Ordinance requires existing wooden windows to be replaced with wooden windows if they are deemed to be too deteriorated to be repaired after a site visit by HARB. He also stated that they do not have to use antique glass but they can use some antique glass panes from rear windows to replace the broken panes, if desired. He reminded the applicants that the windows that are not visible from the sidewalk are not regulated by this board.

Tom Lainhoff stated that he personally has some 2 over 2 wooden windows that they bought and used the glass out of them for another project and that if they are the right size, Mr. Leventry and Mr. Cook could have them for free.

Chris Lainhoff stated that the first step for this application is to see if the owner is willing to schedule a site visit with some HARB members for them to view the condition of the windows to determine if they can be repaired. He reminded the applicants that HARB members are happy to assist with showing them how the windows can be repaired.

Jonathan Leventry stated that he was willing to table the application to allow for a site visit to determine if the windows can be repaired.

A motion was made by Len Ferber, seconded by Dale Kauffman and passed unanimously to table the application of Jonathan Leventry to replace the windows at 49 East Main Street.

14 West Main Street – Install vinyl siding on frame addition: The applicant, John Bachman, emailed the Secretary and stated that he was withdrawing the application because the property is under agreement to be sold.

OTHER BUSINESS: Patrick Meck, owner of 105/107 West Main Street, stated that he contacted the office after the submission deadline to attend this meeting but wanted to discuss his plan to replace the roof on both properties. He stated that one side is asphalt shingle and the other side is metal and he would like to have the entire roof be fiberglass. The request was discussed and he will submit his application for the next meeting.

Hayden Weaver was introduced and he stated that he was in attendance as part of a homeschool civics class and he will be preparing a report about the meeting.

Tom Lainhoff asked Dale Kaufman for an update regarding his contact with the owners of 144 East Main Street regarding the enforcement action. Dale Kaufman stated that he talked with Jeremy Peifer who stated that they had ordered the windows because they did not think the vinyl windows would be a problem and they had to install the windows before they finished the siding because they wanted to get the building to a usable state. Dale Kaufman stated that it is his opinion that the building is not a significant structure and is not highly visible but he does understand that they defied Council's Certificate of Appropriateness by installing the vinyl windows. Dale Kaufman stated that he wanted to talk to this Board about this at the August meeting but he missed the meeting. Dale Kaufman stated that he believes we need to consider other materials for future Ordinance updates.

Tom Lainhoff stated that the last thing he knew was the property owner had proposed to change out the vinyl windows with a wooden replacement window with plastic grids that can come off and he was disappointed that three months had passed with no progress. Chris Lainhoff stated that when this first started, he advised the property owner that if the wooden window with the removable plastic grids was the window they wanted to use that they should apply and come back to a HARB meeting for the entire Board to vote on the window because it was not the window that was approved on the previous Certificate of Appropriateness.

The members discussed this matter in detail and Steve VanOrmer stated that our ordinance is clear regarding how HARB has to vote on replacement windows. Ryan Weaver stated that some of our members can repair anything and stated that we do need to keep in mind that not all contractors and property owners can do the same and we may need to allow them to be replaced in kind rather than repaired depending on their condition. Chris Lainhoff and Tom Lainhoff stated that this Board's recommendations need to be consistent.

Tom Lainhoff stated that the HARB Ordinance was last updated in 2016 and is recommended to be updated every 10 years and building materials can be evaluated and reconsidered during that update.

Christine Shipman reminded the members that the Certificate of Appropriateness for 22 Miller Street will be reconsidered at the September 8, 2020 Council meeting.

PUBLIC COMMENT: None.

ADJOURNMENT: A motion was made by Steve VanOrmer, seconded by Len Ferber and passed unanimously to adjourn the meeting at 9:05 p.m.

Respectfully Submitted,

Christine D. Shipman
Administrative Assistant

**HISTORICAL ARCHITECTURAL REVIEW BOARD
MINUTES
TUESDAY, OCTOBER 6, 2020**

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

Others Present: Christine Shipman, Admin. Asst. Patrick Meck
 Hayden Weaver Matthew Kulp
 Jeremy Peifer 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.

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 13, 2020. It was announced that Steve VanOrmer was not able to attend the meeting due to a family emergency.

Public Comment: None.

Minutes of September 1, 2020: A motion was made by Len Ferber, seconded by Dale Kaufman and passed unanimously to approve the minutes of the September 1, 2020 meeting as printed.

239 Miller Street – Replace portion of siding: Clair Denlinger, owner of 239 Miller Street, was in attendance and reviewed his application to replace the 100-year old siding on a portion of the west side of the house with a product that he believes looks exactly the same as wood but is made of fly-ash. He stated that he chose this material because it is rot and insect proof and provided information regarding the product with his application. He stated that he is tired of the bugs, rot, and painting and that he does not believe you will not be able to tell it isn't wood from the street. He stated that the only reason his house looks good now is because the siding is caulked and painted but there is deterioration. Mr. Denlinger stated that he already replaced the south side of his house with this material and is very happy with it.

Tom Lainhoff stated that from the road, his siding appears to be in good shape and stated that our Ordinance requires the historic fabric to be preserved if it can be repaired. Chris Lainhoff read from the Secretary of the Interior's Standards for Rehabilitation, Standard #6 which states: Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

Dale Kaufman stated that he is only proposing to replace the siding on the rear addition of the house and would be a small thing to accept to make him happy and us happy. Chris Lainhoff asked Dale Kaufman if, hypothetically, he would propose to install that siding on his house. Dale Kaufman stated that Chris's house is on the street and that Chris would not propose to use

that material. Dale Kaufman also stated that Mr. Denlinger spends and has spent a large amount of time and effort to keep his property looking very nice.

Ryan Weaver stated that he believes the proposed material is the same texture, design and other visual qualities as wood. He also stated that we do not want to encourage property owners to not maintain their property and that we need to look at the standards.

Lori Troiano asked how much of the siding is deteriorated to the point of needing to be replaced. Clair Denlinger stated that he could not put a percentage on the amount of deterioration and stated that it is some parts of the boards.

Clair Denlinger stated that if he would just replace the sections of boards that are rotten that it will not look the same as the rest of the siding because the old siding is rough from paint buildup.

Chris Lainhoff stated that caulk and paint are regular maintenance materials. He added that when he bought his house on East Main Street in 2017, it needed to be painted but even with his boards not having paint on them that he did not have rotten boards. He also stated that the German Siding has many different styles and if we allow this material to be used for this application that we would have to allow this same material to be used for other properties and it might not match other people's siding.

Tom Lainhoff stated that this house sits back approximately 35' back and asked the board what would happen if the next applicant wants to replace the siding up to the front corner of their siding?

Len Ferber asked Clair Denlinger if he would be willing to allow the board to table the application and to schedule an appointment for members of the board to just come and see the condition of the existing siding. Clair Denlinger stated that he had wanted to do the work this Fall but was willing to allow the application to be tabled and to schedule the site visit. Chris Lainhoff thanked Mr. Denlinger for having such a beautiful property. Len Ferber agreed to coordinate the site visit.

A motion was made by Len Ferber, seconded by Dale Kaufman and passed unanimously to table the application of Clair and Barbara Denlinger at 239 Miller Street, to allow HARB members to make an appointment with the owner to come and see the condition of the siding.

105-107 West Main Street – Replace roof: Patrick Meck, owner of 105-107 West Main Street, was in attendance and reviewed his application to replace the metal roof on 105 West Main Street with fiberglass shingles in order to have a seamless pitch. Chris Lainhoff asked if Mr. Meck would consider replacing the fiberglass shingle side at 107 West Main Street with metal to have the entire roof as a metal roof. Chris Lainhoff stated that the precedence has been set that roofs are an architectural feature that has to be replaced because they wear out. Patrick Meck stated that he was willing to consider both options and that he would like it to be in the colonial slate color.

A motion was made by Chris Lainhoff, seconded by Len Ferber and passed unanimously to approve the amended application of Patrick Meck, owner of 105-107 West Main Street, to replace the roofs on 105-107 West Main Street to either both be fiberglass shingles or a metal

roof to match the existing roof at 105 West Main Street so the whole building has the same roofing material, in the colonial slate color as submitted, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

OTHER BUSINESS:

Jeremy Peifer was in attendance to discuss the windows at the Carriage House Motor Inn, 144 East Main Street. He stated that he would like to move towards a solution and understands that mistakes were made. Chris Lainhoff stated that at the beginning of June, Lisa Boyd had emailed him information regarding the replacement windows that Jeremy Peifer was proposing and they were not an in-kind replacement so he advised Mr. Peifer that he would need to apply to HARB for the windows. Jeremy Peifer asked if an arborvitae could be planted to block the windows and Chris Lainhoff stated that is a question he would need to raise to Council. Jeremy Peifer distributed a pamphlet describing the wooden replacement windows they were planning to apply for. Chris Lainhoff stated that he should apply to the next HARB meeting and that he, personally, would vote for them.

Len Ferber stated that a hand railing is needed for one of his tenants at 11 East Main Street for safety concerns. He stated that there is not a railing there and he would propose to match the other hand railings on the building. He was advised to apply at the next meeting for this request.

Christine Shipman stated that the Borough Manager asked her to obtain HARB's recommendation regarding the Deckman Subdivision for Lots 2 and 3 that was discussed at last night's Planning Commission meeting. She provided the members with a copy of the plan showing the proposed subdivision to create two lots at the end of Sunset Avenue but not make any changes to the remaining R-H lot at 308 Miller Street. The members agreed that the portion the developer is subdividing to create the two lots at the end of Sunset Avenue would not be in the Historic District. Chris Lainhoff expressed his concern that if the developer comes back to develop Lot 1 that it would no longer be a Historic District lot but is visible from Miller Street.

A motion was made by Chris Lainhoff, seconded by Len Ferber and passed unanimously that Lots 2 and 3 the end of Sunset Avenue for the Deckman Property subdivision at 308 Miller Street are not visible from the street and therefore are not a HARB issue but noted that if the developer chooses to develop Lot 1 in the future, Lot 1 could be a HARB issue and visible from the road but the subdivision could be removing it from the R-H District.

PUBLIC COMMENT: None.

ADJOURNMENT: A motion was made by Len Ferber, seconded by Chris Lainhoff and passed unanimously to adjourn the meeting at 8:55 p.m.

Respectfully Submitted,

Christine D. Shipman
Administrative Assistant

**HISTORICAL ARCHITECTURAL REVIEW BOARD
MINUTES
TUESDAY, NOVEMBER 3, 2020**

Members Present: Tom Lainhoff (7:32 pm) Len Ferber
 Lori Troiano Ryan Weaver
 Chris Lainhoff (7:32 pm)

Others Present: Christine Shipman, Admin. Asst. John Mroz
 Jeremy Peifer Clair Denlinger
 Andrew Nadu Jesse McBride
 Esther McBride Jeremy Peifer
 Shiloh Peifer

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.

Vice Chairman 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 November 10, 2020. It was announced that Steve VanOrmer was not able to attend the meeting due to a family emergency. Tom Lainhoff arrived and Len Ferber turned the meeting over to him.

Public Comment: None.

Minutes of October 6, 2020: A motion was made by Len Ferber, seconded by Ryan Weaver and passed unanimously to approve the minutes of the October 6, 2020 meeting as printed.

239 Miller Street – Replace portion of siding: Tom Lainhoff reported that he, Len Ferber, and Ryan Weaver attended a site visit with the owner, Clair Denlinger, to view the condition of the wooden siding at 239 Miller Street. It was noted that this was not a quorum of the Board and complied with the Sunshine Act. He noted that Mr. Denlinger did previously install the composite material on the rear of his house (that is not visible from the road) and that most people would not know the difference between that material and wood.

Tom Lainhoff stated that he asked the owner where it was deteriorated and he stated that he wouldn't know until the siding is removed. Tom Lainhoff read from the Secretary of the Interior's Standard for Rehabilitation Standard #6 which states in part 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..." and stated that the standards do not address proactive work and that no damage was visible.

Tom Lainhoff, Len Ferber, and Ryan Weaver all stated that they viewed the side of the house that the owner wants to replace the wooden siding with the composite material and no deterioration is visible because the owner takes such good care of the house and there is no Standard that can be applied to allow the replacement. They all commended the owner for taking such good care of the property.

Len Ferber noted that there was an area where the wooden siding was replaced when the kitchen was remodeled to replace two windows with one window over the kitchen sink. Clair Denlinger stated that he believed the addition was put on in the 1920's and the kitchen window was remodeled in the 1950's.

Chris Lainhoff stated that the wooden siding still holding up is a good example of a historic material lasting a long time. He added that the product the applicant presented does look good, but it solves a problem that doesn't exist, and creates precedence for future applicants.

Clair Denlinger stated that he did have to replace underlayment and sheathing boards on the back of the house when he replaced that siding.

A motion was made by Chris Lainhoff, seconded by Lori Troiano and passed unanimously to recommend Borough Council deny the application of Clair and Barbara Denlinger, owners of 239 Miller Street, to replace the wooden siding on the West side rear addition of the house with the composite material presented because no deterioration of the existing wooden siding was visible on the site visit to justify the replacement, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 6.

148 East Main Street – Replace vinyl windows with wooden windows: Jeremy Peifer, representing Radicle Investments at 148 East Main Street, was in attendance and reviewed his application to replace the vinyl windows with wooden windows. He submitted a quote with his application detailing the windows and the only change is that the measurements of the windows are 25.375 wide instead of the 29.375 window that was shown on his original submittal. He provided an updated copy of the quotation to be added to his application. He stated that there are ten windows that were originally replaced, seven on the West side and three on the East side. He stated that the three on the East side were originally vinyl and he is asking for permission to keep those three as vinyl. Mr. Peifer is hoping that with this application and replacing the windows with wooden windows that this will satisfy Borough Council's enforcement action from May 12, 2020.

Tom Lainhoff noted that the proposed windows have removable wooden grills and stated that the grills should be glued in place so they don't fall off.

A motion was made by Len Ferber, seconded by Ryan Weaver and passed unanimously to recommend Borough Council approve the application of Radicle Investments, owner of 148 East Main Street, to replace the seven vinyl windows with wooden windows on the West side as submitted and to glue the wooden grills in place and to maintain the three vinyl windows on the East side, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 6.

109 Miller Street – Remove aluminum siding and 1) restore/repoint the brick on the original structure, and 2) install vinyl siding on the rear addition: Jesse and Esther McBride, owners of 109 Miller Street, were in attendance and reviewed their application to remove the aluminum siding to expose the brick, repair/repoint the brick as needed, and recover the back of the house with siding. It was noted that they have hail damage on their existing aluminum siding.

Tom Lainhoff stated that he wanted to warn them that they might find openings under the siding for two front doors and a window. Chris Lainhoff suggested that if they receive approval that they might want to start to remove the siding around the front door so if they do find the openings that they have time to review their options.

Chris Lainhoff noted that this is an insurance claim and stated that insurance companies and contractors have told other property owners that they cannot get the aluminum siding to replace it in-kind. He stated that it is possible to get aluminum siding and we have provided supplier information to other contractors. He added that he believes aluminum siding is more maintainable over time (vinyl shatters and cracks), and that the aluminum is a better product. He did state that vinyl siding has been approved as a replacement material for aluminum siding in the past and the addition where they are proposing to install the vinyl is far back from the road. Ryan Weaver stated that if they do use vinyl siding that they should make sure their contractor installs the laps of the vinyl siding so as to not be visible from the road.

Tom Lainhoff stated that most masonry buildings do not need to be completely repointed and just require spot repointing.

Chris Lainhoff reviewed the repointing permit process in that it involves 1) a HARB member site visit with the contractor and/or owners to agree on a pre-mixed sand and lime mortar (no Portland cement) and then 2) the contractor prepares a small sample area to demonstrate the removal and installation technique which is then reviewed by a HARB member.

A motion was made by Chris Lainhoff, seconded by Lori Troiano and passed unanimously to recommend Borough Council approve the application of Jesse and Esther McBride, owners of 109 Miller Street, to either 1) replace all of the siding on the main house and rear addition with either vinyl or aluminum to match the existing, or 2) replace the siding on the rear addition with either vinyl or aluminum to match the existing and expose the original brick walls on the main house and repair/spot repoint following the repointing permit process outlined in the HARB Ordinance, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

128 East Main Street – Take down/rebuild brick gable of the building and replace chimney: Andrew Nadu, contractor for 128 East Main Street, was in attendance and reviewed his application to take down and rebuild the West wall brick gable of the building and replace the chimney because the wall has a large bow/bulge in it from the weight from the design of the interior brick chimney. He is proposing to use a double-walled stainless liner on the inside of the wall and replace the chimney in the same location on the top of the building. Mr. Nadu stated that he is able to pull the bricks apart with his hands in the attic.

Chris Lainhoff stated that, following the normal procedure for a repointing permit, a site visit is necessary before the work begins and a preparation of a sample area and that that the interior stainless chimney liner is not visible from the roadway and not under HARB's jurisdiction.

Andrew Nadu stated that the homeowner asked if we would permit the use of Portland cement to save on the installation cost. Chris Lainhoff stated that since Mr. Nadu said he is able to pull the bricks apart with his hands in the attic that it is probably lime mortar but a site visit would be

necessary to be sure. Chris Lainhoff explained the dangers of utilizing Portland cement on parts of the same building that has lime mortar and the cracking that can occur because the Portland does not expand and move like lime mortar. Mr. Nadu stated that he advised the homeowner that he may need to use lime and sand mortar and will advise her of the information he received tonight.

A motion was made by Chris Lainhoff, seconded by Len Ferber and passed unanimously to recommend Borough Council approve the application of Andrew Nadu, contractor for 128 East Main Street, as submitted with the conditions that the chimney be relaid in the existing location with veneer and not stucco and, unless the site visit shows a different existing mortar, for the applicant to use sand and lime mortar and follow the repointing permit process outlined in the HARB Ordinance, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 6.

11 East Main Street – Install handrail: Len Ferber, representing the owner of 11 East Main Street, was in attendance and reviewed his application to install a handrail at the entrance to match the other existing handrails on the building. He stated that the handrail is not required by Building Code but the tenant requested the handrail for safety reasons for her customers.

A motion was made by Chris Lainhoff, seconded by Lori Troiano and passed to recommend Borough Council approve the application of IOOF Lodge, owner of 11 East Main Street, as submitted to install a handrail to match the handrails on the other three front entrances on the same building, 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, Troiano, Weaver and Chris Lainhoff casting assenting votes. Member Ferber abstained from voting because he was representing the applicant.

Other Business:

Len Ferber stated that because he is an adjoining property owner, he received a letter that the developer was planning to demolish the house at 1533 Village Road in Strasburg Township to build a development. He stated that is outside of the Borough but it is covered by Strasburg Township's Historic Resource Ordinance. He stated that Strasburg Township has meetings on November 9, 2020 and December 7, 2020 and encouraged members to attend.

PUBLIC COMMENT: None.

ADJOURNMENT: A motion was made by Len Ferber, seconded by Ryan Weaver and passed unanimously to adjourn the meeting at 8:45 p.m.

Respectfully Submitted,

Christine D. Shipman
Administrative Assistant

**HISTORICAL ARCHITECTURAL REVIEW BOARD
MINUTES
TUESDAY, DECEMBER 1, 2020**

Members Present: Tom Lainhoff Len Ferber
 Lori Troiano Ryan Weaver
 Chris Lainhoff Steve VanOrmer (7:35 pm)

Others Present: Christine Shipman, Admin. Asst.

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.

Chairman 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 8, 2020.

Public Comment: None.

Minutes of November 3, 2020: A motion was made by Len Ferber, seconded by Ryan Weaver and passed unanimously to approve the minutes of the November 3, 2020 meeting as printed.

122 East Main Street – Replace front door: Tom Lainhoff stated that the applicant contacted the office prior to the meeting and asked that the application be tabled until a future meeting because their doorway is a different width than they thought and they need to choose a different door.

11 West Main Street – Replace windows: Tom Lainhoff stated that additional information is needed to consider this application and noted that the applicant was not in attendance.

Tom Lainhoff stated that the windows above the bakery that they are proposing to replace with vinyl windows are existing wooden windows.

A motion was made by Chris Lainhoff, seconded by Len Ferber and passed unanimously to table the application of Farrell Whiteford for 11 West Main Street because the applicant was not in attendance, additional information is needed for the windows they are proposing to use, and asked the secretary to remind the applicant of Section 503 of the HARB Ordinance regarding existing wooden windows and to advise them that the precedent they referenced on their application about the windows over the winery being vinyl windows does not carry weight with this application.

Other Business:

Len Ferber stated that he and Lori Troiano attended Strasburg Township's Zoning Hearing regarding the house demolition application for 1533 Village Road in Strasburg Township. He stated that at that meeting, they developer stated that they had an authority view the property and stated that the house has lost its historic significance and had to be demolished. He added that they also stated the property was unfit but does currently have tenants living in the house. Len

stated that he recommended an on-site visit and he provided deeds for the property going back to 1780. He stated that the project will be next considered by the Strasburg Township Supervisors on December 7, 2020 and encouraged other members to attend.

Tom Lainhoff stated that, in light of the rise in illness, that beginning in January we go back to having some members attend via Zoom and schedule applicants 20 minutes apart. It was the consensus of the members to follow his recommendation.

PUBLIC COMMENT: None.

ADJOURNMENT: A motion was made by Chris Lainhoff, seconded by Dale Kaufman and passed unanimously to adjourn the meeting at 8:05 p.m.

Respectfully Submitted,

Christine D. Shipman
Administrative Assistant