

**HISTORICAL ARCHITECTURAL REVIEW BOARD
MINUTES
TUESDAY, JANUARY 3, 2023**

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

Others Present: Steve Echternach, Borough Manager John Mroz
 Christine Moore, Admin. Asst. Talor Walsh
 Tim Rineer Andrew Jarboe
 Trina Rineer Eldon Stoltzfus
 Travis Jankowski

Call to Order and Pledge to the Flag: The meeting was held at the Strasburg Borough Municipal Offices, 145 Precision Avenue, Strasburg PA and was called to order at 7:00 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 January 10, 2023.

Public Comment: Borough Manager Steve Echternach was in attendance and thanked the members for serving the Borough by being on the board. He stated that the board needs to reorganize to meet the licensing requirements and added that the board can function as a five-member board until Borough Council fills the vacancies. He added that President Chiodo has stated that he would like to start looking at the HARB ordinance and begin dialogue between a possible ad-hoc committee of HARB members/stakeholders/citizens. He stated that the representative he talked with at the PA State Historic Preservation Office recommends historic guidelines.

Reorganization – consider motions to appoint a Chair and Vice Chair: A motion was made by Steve VanOrmer, seconded by Lori Troiano and passed unanimously to nominate and appoint Len Ferber as Vice Chair.

A motion was made by Steve VanOrmer, seconded by Lori Troiano and passed unanimously to nominate and appoint Ryan Weaver as Chair.

Consider a motion to approve the minutes of December 6, 2022: A motion was made by Tom Lainhoff, seconded by Lori Troiano and passed unanimously to approve the minutes of the December 6, 2022 meeting as printed.

Consider a motion regarding the application of 125 East Main Street for a mini split system: Andrew Jarboe, owner of 125 East Main Street, was in attendance and reviewed his application install a mini-split system. He stated that the unit will be tucked up against the back portion of the house and will have minimal piping on the side of the house as shown on the application.

A motion was made by Len Ferber, seconded by Tom Lainhoff and passed unanimously to recommend Borough Council approve the application of Paul Curcuruto, Andrew Jarboe and Lisa Jarboe, owners of 125 East Main Street, to install a mini-split system as submitted, noting that the unit will be tucked up against the house, it will have minimal piping, and the piping will match the house color if possible, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

Consider a motion regarding the application of 37 East Main Street to install a storm door:

Talor Walsh, owner of 37 East Main Street, was in attendance and reviewed his application to install a new storm door to the Main Street entrance. He stated that it appears there was a storm door there previously but there was not a storm door there when they purchased the home in 2018. He stated that the proposed storm door is an Anderson 4000 series full view glass storm door with antique brass hardware to match the wood door hardware. He provided the door specifications with his application and stated that it will be the same color as the other storm doors on his house.

A motion was made by Steve VanOrmer, seconded by Tom Lainhoff and passed unanimously to recommend Borough Council approve the application of Talor Walsh, owner of 37 East Main Street, to install a storm door on his house as presented, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

Consider a motion regarding the application of 229 Miller Street for replacement windows:

Tim and Trina Rineer, owners of 229 Miller Street, were in attendance and reviewed their application to replace the existing windows with a Harvey vinyl replacement window (replacement window specifications were provided with their application). They stated that they have the same windows on the back of their house and would like all the windows to be the same and the existing windows do not open. They submitted a photograph showing a North facing window with a storm window frozen on the inside. Trina Rineer stated that their house is right along the street and if a running car is parked on the street, the exhaust fumes come inside. They would like the replacement windows because of energy costs and stated that there are a lot of accidents in front of their house and if their house is damaged by a car accident that the insurance company would not repair the wooden windows. Trina Rineer stated that they previously received a quote to rebuild their windows and it was very expensive. She also stated that the storm windows are not in good condition.

Ryan Weaver stated that, as requested, he met with the property owners and inspected the property prior to the meeting and provided photographs of the windows to the members. He stated that the existing windows are wood windows with aluminum storm windows. He stated that the interior sashes are in bad shape but he believed the windows are repairable. He also stated that the ordinance has an economic hardship section.

Tom Lainhoff stated that the existing windows are original wooden windows with the old glass and he believed they could be reasonably repaired and last 100 years, replacement windows may only last 35 years, and HARB's charge is to retain the historic district. He also stated that their windows are valuable and asked that they be saved if they ever replace their windows.

Steve VanOrmer stated that he also viewed the property and stated that he believed the windows are in very good shape and offered to show them how to repair the windows themselves. He also

stated that a good storm window can make a tight seal comparable to a replacement window, which preserves their wooden windows.

A motion was made by Steve VanOrmer, seconded by Lori Troiano and passed unanimously to recommend Borough Council deny the application of Tim and Trina Rineer, owners of 229 Miller Street, to replace their windows with vinyl replacement windows as submitted, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 6.

Steve VanOrmer again offered his assistance to show them how the windows can be repaired or to find other solutions.

Consider a motion regarding the application of 10-14 South Decatur Street for renovations:

Travis Jankowski, representing the owners of the property at 10-14 South Decatur Street, and his architect Eldon Stoltzfus were in attendance and reviewed their final renovation application to reside the existing building in horizontal vinyl (previously had horizontal vinyl siding), repoint the original stone on the front and two sides of the original barn, add double mahogany doors in the front, replace the roof with shingles, rebuild the former awning over the front and side doors with metal roofs, install HVAC units at the back of the building, remove the chimney in the back of the building, and to add Azek trim around the windows (previously had aluminum trim). They stated that the chimney was not original, is separating from the building, and is inoperable. Steve VanOrmer stated that someone might be interested in the bricks from the chimney.

A motion was made by Len Ferber, seconded by Tom Lainhoff and passed unanimously to recommend Borough Council approve the application of BJBRR Enterprise LLC, owners of 10-14 South Decatur Street, for the renovations as presented, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9.

Other Business: Steve VanOrmer asked the staff to check into the missing railing at 104 Miller Street.

Public Comment: Talor Walsh, owner of 37 East Main Street, stated that he has been trying for four years to get a contractor to at least give him a quote for a repointing project at his home. He stated that the contractors look at the Borough's caring for bricks guide and state that they are not interested in working in Strasburg Borough due to the regulations. Tom Lainhoff stated that he will provide Mr. Walsh with the name of a masonry contractor tomorrow and Ryan Weaver will check with some masonry contractors. Mr. Walsh stated that he wants a reasonable option to fix his house and would like to have a few contractors and quotes to choose from. He added that we may need to consider revising the regulations.

Adjournment: A motion was made by Len Ferber, seconded by Tom Lainhoff and passed unanimously to adjourn the meeting at 8:00 p.m.

Respectfully Submitted,

Christine Moore
Administrative Assistant

February 7, 2023
HISTORICAL ARCHITECTURAL REVIEW BOARD
MINUTES
TUESDAY, MARCH 7, 2023

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

Others Present: Christine Moore, Admin. Asst. Jerry Gilbert

Call to Order and Pledge to the Flag: The meeting was held at the Strasburg Borough Municipal Offices, 145 Precision Avenue, Strasburg PA and was called to order at 7:00 p.m. by Chairman Ryan Weaver, followed by the salute to the flag.

Chairman Weaver 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 14, 2023.

Chairman Weaver welcomed new member Eldon Stoltzfus who was appointed to fill the Registered Architect position. He also announced that Pete Kingsley Jr. was appointed to fill the Building Inspector position but he contacted the office prior to the meeting to state that he was unable to attend this meeting.

Public Comment: None.

Consider a motion to approve the minutes of January 3, 2023: A motion was made by Len Ferber, seconded by Tom Lainhoff and passed unanimously to approve the minutes of the January 3, 2023 meeting as printed.

Consider a motion regarding the application of 4 South Decatur Street for a sign: Jerry Gilbert, new tenant at 4 South Decatur Street, was in attendance and reviewed her application for a sign for their retail shop they are opening at 4 South Decatur Street. She stated that they will be using the existing sign hooks that are on the front porch and will add a wooden border around the sign they submitted with their application.

A motion was made by Len Ferber, seconded by Steve VanOrmer to recommend Borough Council approve the application of the property owner Adaptable Resources Inc. and their tenant J & R Country Store to install the 1' X 6' lettered sign as submitted with the added wooden frame, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9. Motion carried with members Weaver, Ferber, VanOrmer, Troiano, and Lainhoff casting assenting votes. Member Stoltzfus abstained from voting because he is the owner of the property.

Chairman Ryan Weaver turned the meeting over to Vice Chairman Ferber because he is the applicant for the next two agenda items.

Consider a motion regarding the application of 211 Miller Street to replace a shed overhead door: Ryan Weaver, owner of 211 Miller Street, was in attendance and reviewed his

application to replace the overhead door on the shed on his property with the proposed steel door he submitted with his application. He noted and submitted a photograph showing the shed sits back approximately 275 feet from the road.

A motion was made by Steve VanOrmer, seconded by Tom Lainhoff to recommend Borough Council approve the application of Ryan and Denise Weaver, owners of 211 Miller Street, to replace the existing overhead door on the shed with the steel door as submitted on their application, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation 36 CFR 67 Standard Number 9. Motion carried with members Ferber, VanOrmer, Troiano, Lainhoff, and Stoltzfus casting assenting votes. Member Weaver abstained from voting because he is the owner of the property.

Consider a motion regarding the application of 148 East Main Street to install exterior HVAC equipment: Ryan Weaver, a Radicle Investments partner who owns 148 East Main Street, was in attendance and reviewed the application to install exterior HVAC equipment. He stated that they are replacing the failing oil heat unit with a ducted system with two outdoor units. The units will be placed near the chimney on the West side of the property and the conduit will be installed on the back side of the chimney and painted to match the building. Ryan Weaver stated that they would have preferred to install the units on the back of the building but there is no place for the units because of the parking lot and there is also no room to install it on the East side because of the tight driveway.

Eldon Stoltzfus stated he looked at the property and would have preferred it to be placed to the rear of the property and noted that there is a small brick sidewalk to the rear. Ryan Weaver stated that the brick sidewalk is used if someone parks in the parking lot to the rear of the house.

A motion was made by Tom Lainhoff, seconded by Lori Troiano to recommend Borough Council approve the application of Radicle Investments, owners of 148 East Main Street, to install exterior HVAC equipment 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 Ferber, VanOrmer, Troiano, Lainhoff, and Stoltzfus casting assenting votes. Member Weaver abstained from voting because he is the owner of the property.

Vice Chairman Ferber turned the chair back over to Chairman Weaver.

Consider a motion regarding the 2022 Certified Local Government annual report: The members reviewed the draft 2022 Certified Local Government annual report. A motion was made by Tom Lainhoff, seconded by Len Ferber and passed unanimously to accept the 2022 Certified Local Government annual report and forward it to Borough Council for their approval and submission.

Steve VanOrmer stated that he would be interested in attending future training with other members. Christine Moore reminded the members that if there is a training class they are interested in attending that has a registration fee they can contact the Borough Manager for approval for the Borough to pay the fee.

Status report on Historic Inventory Update: Tom Lainhoff stated that he completed his draft Historic Inventory update. He noted that he identified misidentifications and omissions from the

list and identified buildings by their construction style. The members thanked Tom Lainhoff for his work. Tom Lainhoff stated that some of his notes are typed and some are handwritten. Christine Moore offered office staff assistance with typing up his notes. Chairman Weaver asked Tom Lainhoff to submit his draft to the office by March 31, 2023 because Chairman Weaver he has been involved with a Borough ad-hoc committee who has reached out to the Historic Preservation Trust for volunteer assistance to update our inventory.

Chairman Weaver stated that he, as HARB Chairman, was asked to serve on the Borough's ad-hoc committee by President Chiodo and the other members are the Borough Manager, Mayor, Councilman Dave Carson, and Frank Grumbine with the PA Historic Museum Commission. He stated that the committee has had two meetings and they are currently reviewing the HARB Ordinance. He stated that the objective of the committee is to develop historic guidelines specific to Strasburg Borough to use as the basis for recommendations. He added that the standards are a part of the decision-making process but the guidelines should be the primary standard used for making recommendations. He added that the goal is to continue to promote preservation but to find a more moderate approach considering economics and the sentiment of the district. A goal is to incentivize owners to preserve the district and to create realistic paths. He stated it is early in the process and he believes HARB's input will be obtained when a draft is created. He also stated that the Borough is looking to apply for a PHMC grant for assistance with creating a draft of the guidelines.

Steve VanOrmer asked if all HARB members could share in the process and have input.

Len Ferber stated that he was not happy with Borough Council for overruling HARB's recommendation on windows. He added that he was a councilman for years and he never would have formed an ad-hoc committee without consulting the Board.

Lori Troiano stated that she feels like HARB is not being heard and asked that the entire Board be included in the update.

Tom Lainhoff requested HARB be copied on all minutes of the ad-hoc committee and stated that he believes it is a Sunshine Law issue, he has a right to be kept informed, and that committee needs to prepare minutes.

Eldon Stoltzfus stated that it was his understanding that the ordinance was being revised to remove the guidelines from the ordinance and to have the guidelines become a separate document to make it easier to update the guidelines. He added that he is a concerned community member and believes the guidelines should be taken out of the ordinance and then revised at a later time. He stated that he is concerned that the guidelines will be changed without HARB's input.

Chairman Weaver stated he appreciates the members and he will pass along the Board's concerns to the ad-hoc committee. He added that he wants to see the Borough returned to a sense of pride and togetherness for historic preservation as he saw in the original letters of support that were written when the district was originally established.

Other Business: The Borough Manager asked Christine Moore to solicit input from the members regarding a Historic Preservation Trust request for recommendations of barns to

include on an upcoming historic barn tour. She explained the criteria for submission and Tom Lainhoff suggested the barn at 246 Miller Street be considered for submission. The deadline for submissions is April 15, 2023 so this item will be discussed at the next meeting.

Public Comment: None.

Adjournment: A motion was made by Len Ferber, seconded by Tom Lainhoff and passed unanimously to adjourn the meeting at 8:20 p.m.

Respectfully Submitted,

Christine Moore
Administrative Assistant

**HISTORICAL ARCHITECTURAL REVIEW BOARD
MINUTES
TUESDAY, APRIL 4, 2023**

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

Others Present: Steve Echternach, Borough Manager John Mroz
 Christine Moore, Admin. Asst.

Call to Order and Pledge to the Flag: The meeting was held at the Strasburg Borough Municipal Offices, 145 Precision Avenue, Strasburg PA and was called to order at 7:00 p.m. by Chairman Ryan Weaver, followed by the salute to the flag.

Chairman Weaver announced that the meeting is being audiotaped and maintained until the minutes are approved.

Public Comment: None.

Consider a motion to approve the minutes of March 7, 2023: A motion was made by Len Ferber, seconded by Eldon Stoltzfus and passed unanimously to approve the minutes of the March 7, 2023 meeting as printed.

Conversation with Borough Manager regarding possible HARB Ordinance update: The Borough Manager apologized for not being able to attend last month's meeting. He stated that he is here on behalf of Borough Council and wanted to provide additional information regarding the possible HARB Ordinance update. He reminded the members that HARB is a recommending body, Borough Council is the approving body, and if a party appeals Council's decision it goes to the Court of Common Pleas and can go the Supreme Court if fully-appealed. He stated that is why Council, based on the Solicitor's recommendation, held over the stenographer at the December 2021 hearing to allow a local agency record if there were to be an appeal. He stated that in early 2022 he started talking to PHMC and he reviewed the CLG Annual Report that was approved by HARB and submitted to Borough Council. During the review, he discovered that HARB was not in compliance because the building inspector certification expired in 2013 and the architect license expired in 2021. He discussed this with the Borough Solicitor and PHMC. The PHMC was satisfied with the plan to appoint certified members to the board during the annual reappointment process and they would not consider it a violation because we had not received PHMC grant funds.

He went on to explain that the Borough Council President chose to appoint an ad-hoc committee with a minimum number of members to avoid violating the Sunshine Law. The committee has met twice and one item identified is the need for design guidelines. The Borough will apply for a CLG grant to assist in the drafting of design guidelines, which will provide a basis for reviewing applications for a consistent, reasonable recommendation. He also stated that, following other recent ordinance updates to keep costs down, the plan is to write the ordinance to reference a design guideline resolution. This would be a benefit because the guidelines can be changed by resolution without rewriting the ordinance. He added that the update will most likely not be ready for consideration until the first quarter of 2024 and the process will include HARB

and Council reviews. He also encouraged the members to agree to work toward a reasonable solution, which sets the district up to survive.

The Borough Manager also stated that the historic inventory needs to be updated every 10 years. Tom Lainhoff stated that he recently completed his update and will provide it to the Manager. The Borough Manager stated that the Historic Preservation Trust had offered to assist with the inventory and he will provide the draft to them for their review and will then be reviewed by HARB.

The Borough Manager stated that he is available if anyone has any questions or wants to provide information to the committee. He also added that information can be forwarded to the committee through the HARB Chairman. The Committee will continue to report their progress at Borough Council meetings.

Chairman Weaver stated that he is hoping for the return of the HARB sense of pride that existed when the HARB Ordinance was originally enacted.

Tom Lainhoff stated that he does not feel that HARB has a strong Councilmember advocate. He added that the guidelines need to be objective, not subjective. The Borough Manager assured HARB that Council and the Mayor are supportive but believe that the sustainability of HARB and the district is dependent upon creating positive change in the process.

The Borough Manager stated that, according to the PHMC representative, the Secretary of the Interior Standards are the bar and the guidelines are established by your community. He stated that he has copies of Harrisburg city and Titusville's guidelines and noted that before Frank Grumbine went to work for the state he worked for Harrisburg City and assisted with the writing of their guidelines.

Len Ferber thanked the Borough Manager for his research and for explaining the information to the Board. He added that he believed they are heading in the right direction.

Other Business: The Borough Manager stated that he and the property Maintenance Inspector will be inspecting 143 East Main Street this week.

The Borough Manager asked if the members had any other suggestions for submission to the historic barn tour. It was the consensus to submit 246 Miller Street, 313 Miller Street, and 202 Georgetown Road in Strasburg Township.

Public Comment: None.

Adjournment: A motion was made by Len Ferber, seconded by Tom Lainhoff and passed unanimously to adjourn the meeting at 8:10 p.m.

Respectfully Submitted,

Christine Moore
Administrative Assistant

**HISTORICAL ARCHITECTURAL REVIEW BOARD
MINUTES
TUESDAY, MAY 2, 2023**

Members Present: Ryan Weaver Steve VanOrmer
 Lori Troiano Tom Lainhoff
 Eldon Stoltzfus Pete Kingsley Jr.

Others Present: Steve Echternach, Borough Manager Joe Deevy
 Christine Moore, Admin. Asst. Bradley Book
 Kelly Osborne-Filson

Call to Order and Pledge to the Flag: The meeting was held at the Strasburg Borough Municipal Offices, 145 Precision Avenue, Strasburg PA and was called to order at 7:00 p.m. by Chairman Ryan Weaver, followed by the salute to the flag.

Chairman Weaver announced that the meeting is being audiotaped and maintained until the minutes are approved. He added that Len Ferber contacted the office prior to the meeting and stated that he was unable to attend the meeting.

Public Comment:

Dean and Diane Krout – 129 East Main Street – discuss possibility of tearing down existing barn and building a new one on rear of property: The Borough Manager stated that the applicant came into the office yesterday morning and requested the application be withdrawn because the application was misrepresented. The Borough Manager added that this is connected to a neighbor dispute and that the Property Maintenance Inspector will be inspecting the neighbor's property.

Consider a motion to approve the minutes of April 4, 2023: A motion was made by Tom Lainhoff, seconded by Eldon Stoltzfus and passed unanimously to approve the minutes of the March 7, 2023 meeting as corrected.

Consider a motion regarding the application of 113 West Main Street for HVAC equipment: Lori Troiano, owner of 113 West Main Street, was in attendance and reviewed her application to place an external HVAC unit on the ground on the side of her home. She stated that the unit will be placed as close as possible to the house and will be landscaped to minimize visibility. She also added that she is proposing to install the HVAC unit because she had been using window air conditioners but they are damaging her windows and she has been repairing her windows. She added that she is also submitting an application to upgrade the electric service but that is not visible.

A motion was made by Steve VanOrmer and seconded by Tom Lainhoff to recommend Borough Council approve the application of Lori Troiano, owner of 113 West Main Street, to install the HVAC equipment as applied, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation Standard 36 CFR 67 Standard Number 9. Motion carried with members Weaver, VanOrmer, Lainhoff, Stoltzfus and Kingsley casting assenting votes. Member Troiano abstained from voting because she is the owner of the property.

Other Business: The Borough Manager stated that he is going to recommend Borough Council consider future HVAC unit installation applications that are on the side or rear of the property and not mounted on the building to be administratively HARB approved. Tom Lainhoff added that this is something that can be included in the design guidelines.

Tom Lainhoff asked for an update regarding the status of the property maintenance inspection at 143 East Main Street. The Borough Manager stated that the property owner obtained an in-kind roof permit yesterday and she continues to work with the codes enforcement officials.

Public Comment: Bradley Book asked if mini-splits that are installed on the back of a house, not visible from the roadway, requires a HARB permit. The Borough Manager stated that work that is not visible from the roadway does not require a HARB permit.

Adjournment: A motion was made by Steve VanOrmer, seconded by Tom Lainhoff and passed unanimously to adjourn the meeting at 7:27 p.m.

Respectfully Submitted,

Christine Moore
Administrative Assistant

June 6, 2023 – Meeting Canceled

**HISTORICAL ARCHITECTURAL REVIEW BOARD
MINUTES
WEDNESDAY, JULY 5, 2023**

Members Present:	Ryan Weaver	Len Ferber
	Steve VanOrmer	Lori Troiano
	Eldon Stoltzfus	Pete Kingsley Jr.

Others Present:	Christine Moore, Admin. Asst.	Joel Phipps
	Amy Mendenhall	Josh Kreider
	Taylor Diclemente	Chris Beiler

Call to Order and Pledge to the Flag: The meeting was held at the Strasburg Borough Municipal Offices, 145 Precision Avenue, Strasburg PA and was called to order at 7:00 p.m. by Chairman Ryan Weaver, followed by the salute to the flag.

Chairman Weaver announced that the meeting is being audiotaped and maintained until the minutes are approved.

Public Comment: Joel Phipps, a masonry contractor with Wolfrock Outdoor Solutions, was in attendance and stated that he has recently completed the in-kind repointing at St. Michael's Lutheran Church and worked with Chairman Weaver. He wanted to attend the meeting to learn more about HARB and to introduce himself.

Consider a motion to approve the minutes of May 2, 2023: A motion was made by Len Ferber, seconded by Pete Kingsley Jr., and passed unanimously to approve the minutes of the May 2, 2023 meeting as printed.

Consider a motion regarding the application of 13 South Decatur Street for a sign: Amy Mendenhall, new salon owner tenant at 13 South Decatur Street, was in attendance for her application to replace the existing salon sign with a new sign and bracket at the same location as the previous sign. She stated that the sign will be double-sided gloss vinyl with a satin laminate on top that will not appear glossy. She provided a picture of her proposed sign and Steve VanOrmer suggested she consider a printed "frame" around the outside of the sign to make it look more historic. Eldon Stoltzfus stated that he prefers the sign bracket to not extend down onto the window.

A motion was made by Len Ferber, seconded by Pete Kingsley Jr., and passed unanimously to recommend Borough Council approve the application of property owner Bob Bachman and tenant Amy Mendenhall for 13 South Decatur Street for a replacement sign and bracket as presented, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation Standard 36 CFR 67 Standard Number 9.

Consider a motion regarding the application of 23 West Main renovations/replace windows and front door: Josh Kreider, with Northpointe Property Management, was in attendance to represent the owner. Chairman Weaver reviewed the details on the application and stated that the only items that are under HARB's review are the replacement windows and front door because we do not have jurisdiction over interior work or work that is not visible from the cartway. Mr. Kreider stated that they are seeking approval for this project because there are two small children who live there who have been peeling and eating the lead paint and have tested

positive for lead. Mr. Kreider stated that the work is being done through Lead Free Families. He stated that they are proposing to install vinyl replacement windows with 6/6 grids on the front instead of wooden windows because the delivery time to obtain wooden windows is 12 weeks and vinyl windows is 5 weeks and they are hoping to have this problem remedied in a timely manner.

Ryan Weaver stated that he conducted a site visit with the applicant to view the condition of the windows. Photographs were taken during the site visit and added to the application. Mr. Weaver stated that the windows could be repaired but he would support them being replaced with wooden windows matching the existing light configuration.

Ryan Weaver stated that the Secretary contacted Lancaster City to see how they handle window replacement requests when the applicant is doing lead abatement. Each member was given a copy of National Park Service regulations for lead abatement provided by Lancaster City which, in summary, are: 1) repair, and then 2) replace in kind if necessary.

Josh Kreider stated that his management company repainted some of the interior of the apartment but the young children keep picking at the paint and eating it. He also stated that some of the interior work is sanding and repainting existing trim. Steve VanOrmer stated that the same process could be done to the windows and asked if the applicant and their contractors were familiar with the process to strip lead paint from windows, to which Mr. Kreider stated that he did not know. Mr. Kreider also stated that windows open and close and he believes the house was tested for lead with an x-ray gun. Eldon Stoltzfus stated that the existing wooden windows could be dipped, reglazed, and painted. Steve VanOrmer stated that windows need to be maintained and failure of a property owner to maintain should not be a reason to ask for replacement windows.

Steve VanOrmer and Eldon Stoltzfus stated that no matter what happens with the application that the existing wooden windows should not be thrown away and should be either kept in the attic or donated to an organization who can reuse them.

The replacement door was discussed and Mr. Kreider provided a specification sheet of the door he was proposing to use which is a paneled steel entry door with 9 windows. The door they are proposing to remove is a paneled wooden door with four horizontal windows. Mr. Kreider stated that there are four entry doors on the front of the building and they are all different.

A motion was made by Len Ferber, seconded by Eldon Stoltzfus and passed unanimously to recommend Borough Council deny the application of Unique Rental Properties (Alvin King) for 23 West Main Street to replace the existing wooden windows and door with vinyl replacement windows and a steel door, noting that the fact that the property owner is not maintaining the property should not be an excuse to replace the historic features and adding that HARB members would support the replacement using wooden windows matching the same light configuration and a wooden door, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation Standard 36 CFR 67 Standard Number 6.

Mr. Kreider was advised that HARB is a recommending body and he can appeal the decision to Borough Council at their next meeting which is scheduled for July 11, 2023.

Consider a motion regarding the application of 119 West Main Street for a two-story addition: Chris Beiler, representing the contractor, and property owner Taylor Diclemente

were in attendance to review the application for 119 West Main Street for a two-story rear addition. Chairman Weaver read the description of the project submitted on the application.

Chris Beiler stated that they provided some material option upgrades for their client to consider including LP/hardiboard siding for the addition but added that they do need to keep the budget in mind. He also stated that the existing structure will stay the same except where they need to penetrate to build the addition and there will be a slight change to the side porch. He also noted that most of the project is tucked behind the existing house and the addition is stepped in from the original structure.

Steve VanOrmer and Eldon Stoltzfus stated that they are in favor of the siding upgrade to a fiber cement product because it will match the beauty of the existing house, will last longer than the vinyl, and vinyl needs to be powerwashed. Eldon Stoltzfus stated that his experience with LP is that it deteriorates fast because it is laminate on particle board.

Taylor Diclemente stated that the addition on the rear of the existing carriage house on their property has vinyl siding.

A motion was made by Len Ferber, seconded by Steve VanOrmer and passed unanimously to recommend Borough Council approve the application of Anthony and Taylor Diclemente, owners of 119 West Main Street, for two-story addition on the rear of the house as submitted, noting that HARB highly recommends the owners consider upgrading to a fiber cement siding, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation Standard 36 CFR 67 Standard Numbers 9 and 10.

Other Business: Ryan Weaver reminded the members that a "Save the Date" Training notice was sent to them for a Lancaster County Historic Preservation Summit that will be held on September 22, 2023. Additional information will be forwarded to the members when it is received by the office and members were reminded that the Borough will pay for registration fees if they choose to attend because this counts toward their required annual training.

Ryan Weaver also announced that the Borough received a \$20,000 Pennsylvania Historical and Museum Commission grant for the development of design guidelines.

Public Comment: Joel Phipps asked the members for their input on a project he was asked to look at for 14 West Main Street. He stated that it has existing brick and a brick façade and was considering adding a stone façade. Eldon Stoltzfus stated that his experience with the Old Bank building and the Iron Horse Inn that removing brick façade destroys the old brick. Eldon Stoltzfus added that it is his opinion that it would be hard to allow a stone façade to be installed over a brick façade on a brick building. Eldon Stoltzfus offered to meet with Mr. Phipps to show him the Old Bank Building's walls.

Adjournment: A motion was made by Steve VanOrmer, seconded by Pete Kingsley Jr. and passed unanimously to adjourn the meeting at 8:10 p.m.

Respectfully Submitted,

Christine Moore
Administrative Assistant

August 1, 2023 – Meeting Canceled

HISTORICAL ARCHITECTURAL REVIEW BOARD MINUTES

TUESDAY, SEPTEMBER 5, 2023

Members Present:	Len Ferber	Steve VanOrmer
	Lori Troiano	Eldon Stoltzfus
	Pete Kingsley Jr.	Tom Lainhoff (7:10 pm)
Others Present:	Christine Moore, Admin. Asst.	John Mroz
	Kristie Nies	Tim Nies
	David Fisher	Tammy Monko

Call to Order and Pledge to the Flag: The meeting was held at the Strasburg Borough Municipal Offices, 145 Precision Avenue, Strasburg PA and was called to order at 7:00 p.m. by Vice Chairman Len Ferber, followed by the salute to the flag. Ryan Weaver contacted the office prior to the meeting to advise that he was not able to attend. Vice Chairman Ferber announced that the meeting is being audiotaped and maintained until the minutes are approved.

Public Comment: Tim Nies introduced the new General Manager of the Strasburg Country Store & Creamery, Tammy Monko. She stated that she is in attendance to learn about HARB and the application process.

Consider a motion to approve the minutes of July 5, 2023: A motion was made by Eldon Stoltzfus, seconded by Lori Troiano, and passed unanimously to approve the minutes of the July 5, 2023 meeting as printed.

Consider a motion regarding the application of 21 West Main Street for renovations: Tim Nies, Kristie Nies, and their contractor, David Fisher were in attendance to review Donna Nies' application for: 1) Install rubber roof on lower, flat section and install shingles on the angled section; install flashing on the three windows touching the roof that is being replaced; replace three windows with vinyl replacement windows as a means of preventing further water intake. 2) Replace north side and west side facing windows with vinyl replacement windows. 3) Remove existing back deck and ramp with new design (same material). Ramp will enter from east side of building (per attached photo). Deck to be approximately 10' x 16'. 4) Install 6' stockade fence behind garage. Would involve replacing/repairing existing west side of fence approximately 38' x 50'. 5) Replace garage doors with two 10' x 6'9" insulated carriage house style doors and two person doors (per attached image). Requires reframing to accommodate doors. 6) Replace/reframe east garage door in kind. 7) Replace gutter and downspouts on garage with 5-inch standard seamless gutter to remediate water issues.

The project was discussed in detail. The discussion items are numbered to match the application. 1) The angled roof section on the East side could be either architectural shingles to match the existing main roof or rubber. The existing front metal porch roof will remain and is not part of the project. The north-facing window in the area of the angled roof section is not visible from the roadway and is not regulated by HARB. Kristie Nies asked if they could install storm windows and it was the consensus that the windows that are visible from the road can have storm windows installed but the windows cannot be replaced with vinyl replacement windows. Based on a comment from the applicant who stated that the existing windows do not open, Steve VanOrmer offered that HARB members can come to their house and show them how they can be

repaired. 2) Windows that are not visible from the roadway are not regulated by HARB. The East and West windows are visible from the roadway, are existing wooden windows, and cannot be replaced with vinyl replacement windows. The flashing on the shall be installed so it is not visible. 3) The existing wooden deck and ramp is proposed to be rebuilt in a different configuration using wood. The new wooden deck and ramp will be regulated by the building code and will need permits and inspections. 4) The 6' stockade fence will be built out of wood, and will be barely visible because it is behind the garage. 5) The garage doors are on the back garage and will be insulated steel garage-carriage house doors. They are proposing to replace the existing two 16' garage doors that are falling apart with two 10' insulated steel garage-carriage house doors and two man-doors. Steve VanOrmer suggested the doors have paneling, board and batten, and windows. Kristie Nies showed a picture of the garage door they planned to use and it was the consensus that they liked that proposal. 6) The east side garage door is proposed to be replaced in-kind. 7) The applicant is planning to use k-gutter gutter and downspouts on the garage. It was the consensus that this type of gutter and downspouts are acceptable since the garage is so far back from the road and is not on the front of the house. The applicant stated that they are also replacing the 1" fascia with 2" fascia on the garage to allow enough space to attach the gutter.

A motion was made by Steve VanOrmer, seconded by Pete Kingsley Jr., and passed unanimously to recommend Borough Council take the following action regarding the application of Donna Nies, owner of 21 West Main Street:

Approve: 1) the red metal angled roof section on the east side to be replaced with either a rubber roof or architectural shingles; 3) the existing wooden back deck can be replaced with the wooden deck as submitted; 4) the installation of the 6' wooden stockade fence as submitted; 5) replace the existing garage doors with 10' insulated steel garage doors with two side man doors as submitted with the suggestion to include 9-lite windows; 6) replace/reframe the east side garage door in kind; 7) install k-gutters, downspouts, and fascia on the garage.

Deny: 2) replacing the wooden windows on the East and West side with vinyl replacement windows.

These recommendations are in accordance with the Secretary of the Interior's Standards for Rehabilitation Standard 36 CFR 67 Standards Number 9 and 6.

Other Business: None

Public Comment: Tammy Monko asked if the members would be willing to review roof quotes she received for the Creamery. Members offered their assistance and she will contact a member directly to come out to review the quotes.

Tom Lainhoff asked the status of Judge Millen's historic marker and what location it would be placed. Christine Moore stated that the state put the historic marker project on hold and would verify with the Borough Manager on the proposed location. Tom Lainhoff added that he did not believe the marker should be installed at 111 West Main Street because that building does not positively represent the district.

Adjournment: A motion was made by Pete Kingsley Jr, seconded by Eldon Stoltzfus and passed unanimously to adjourn the meeting at 8:20 p.m.

Respectfully Submitted,

Christine Moore
Administrative Assistant

October 3, 2023 – Meeting Canceled

HISTORICAL ARCHITECTURAL REVIEW BOARD

MINUTES

TUESDAY, NOVEMBER 7, 2023

Members Present: Ryan Weaver Len Ferber
Steve VanOrmer Eldon Stoltzfus
Pete Kingsley Jr. Tom Lainhoff

Others Present: Steve Echternach, Borough Manager John Mroz
Christine Moore, Admin. Asst.

Call to Order and Pledge to the Flag: The meeting was held at the Strasburg Borough Municipal Offices, 145 Precision Avenue, Strasburg PA and was called to order at 7:00 p.m. by Chairman Ryan Weaver, followed by the salute to the flag. Chairman Weaver announced that the meeting is being audiotaped and maintained until the minutes are approved.

Public Comment: None.

Consider a motion to approve the minutes of September 5, 2023: A motion was made by Len Ferber, seconded by Eldon Stoltzfus, and passed unanimously to approve the minutes of the September 5, 2023 meeting as printed.

Because he is the applicant for the 144 East Main Street project, Ryan Weaver temporarily passed the Chair over to Vice-Chair Ferber for the next agenda item.

Consider a motion regarding the application of 144 East Main Street for renovations: Ryan Weaver, a Radicle Investments LLC partner, was in attendance to review the application for renovations to the white building that is behind 148 East Main Street. He provided the history of the property in that it was previously renovated in 2020 with the intention of moving the motel office to that building, businesses were then impacted during the covid shutdown, and they are now proposing to convert it into a handicapped-accessible guest suite.

The proposed exterior work is to eliminate the eastern steel/fiberglass exterior door that was installed to replace a window in the 2020 renovation and close in the space with siding to match the rest of the building. He stated the reason for closing off the doorway is that the existing plumbing is along the front wall and they are planning to construct the bathroom in that area. They are also planning to construct a pressure-treated wooden ramp/landing to make the remaining door handicapped-accessible.

A motion was made by Tom Lainhoff, seconded by Steve VanOrmer, and passed unanimously to recommend Borough Council approve the application as submitted for Radicle Investments LLC, owner of 144 East Main Street, which is in accordance with the Secretary of the Interior's Standards for Rehabilitation Standard 36 CFR 67 Standard Number 9.

The Chair was turned back over to Ryan Weaver.

Discussion regarding National Park Service Preservation Brief 16 – New guidance on the use of substitute materials: Copies of the National Park Service Preservation Brief 16 – new guidance on the use of substitute materials were provided to each member. The members discussed the document and the Borough Manager stated that training on the update will be provided by the state. The Borough Manager also stated that we are preparing to put the Design

Guidelines RFP out for proposals and the new guidance will be included by a professional in our Design Guidelines.

Discussion regarding outreach and community engagement: The members discussed the handout provided by the speaker at the Historic Preservation Trust Preservation Summit. The Borough Manager stated that there is a lot of information on the Borough website for residents. The members reviewed the Historic District Brochure that is provided to every new property owner in the Historic District. The members stated they were willing to assist with projects.

Other Business: The Borough Manager stated that a PHMC training class was held here on October 25, 2023 and the Historic Preservation Trust is working on coordinating volunteers to update our historic inventory.

Public Comment: None.

Adjournment: A motion was made by Tom Lainhoff, seconded by Eldon Stoltzfus and passed unanimously to adjourn the meeting at 8:00 p.m.

Respectfully Submitted,

Christine Moore
Administrative Assistant