

February 19, 2014
Historic Architectural Review Board Minutes
Borough of Gettysburg

Chairman Gary Shaffer called the Historic Architectural Review Board meeting to order at 7:05 p.m. on Wednesday, February 19, 2014. The meeting was held at the Borough Municipal Building, 59 East High Street. A quorum was present. Those in attendance were: Board members Philip Goble, Peggy Gustafson, Joan Hodges, Colleen Lingle, Jim McCabe and Aubrey Burkholder, Borough Code Enforcement Officer; and Scott Dellett, Borough Planning Director. Also in attendance were: Dwayne Piper, representing 221 South Washington Street, Robert Sharrah, representing 297 Steinwehr Avenue; Dave and Kathy Reid, representing 400 Baltimore Street; and Peter Miele, a Shippensburg University student.

Review of Agenda and Minutes

There were no additions or corrections to the meeting agenda. Mr. Goble moved to approve the minutes of the January 15, 2014 meeting. Ms. Lingle seconded the motion. The motion passed, 7 to 0.

Public Comment for Items Not on the Agenda

There were no public comments for items not on the meeting agenda.

Application for Certificates of Appropriateness

Mr. Shaffer introduced the members and explained the procedures that would be followed during the meeting. He noted that the Board serves as an advisory group to Borough Council, which makes final decisions concerning the issuance of Certificates of Appropriateness. Borough Council will next meet on Monday, March 10, 2014.

Mr. Dellett suggested the Board move Item B to first application to review since the representative of the first applicant had not arrived.

B. Dale and Dorothy Piper, 221 South Washington Street.

Mr. Dellett presented the background information on the application, as depicted in the Board Memorandum dated February 18, 2014:

DESCRIPTION

The applicant requests a Certificate of Appropriateness for the following work:

- Replace vinyl siding that was installed on the exterior in the mid-1990s with a more authentic-looking siding made of fiber cement.

- Install a door hood above the front door.

BUILDING HISTORY

A 1½-story structure with a back porch originally appeared on the 1896 Sanborn Insurance Fire Maps. That structure was set back from the front property line. A two-story structure closer to South Washington Street appeared on the 1907 Sanborn map, which could indicate the front section of the building was added during between that time period. The property is adjacent to the John Hopkins House on 219 South Washington Street.

SECRETARY OF THE INTERIOR'S GUIDELINES FOR THE TREATMENT OF HISTORIC PROPERTIES

The following are recommendations for reconstruction of a building's exterior:

- Reconstructing a non-surviving building to depict the documented historic appearance. Although traditional building materials such as masonry, wood, and architectural metals are preferable, substitute materials may be used as long as they recreate the historical appearance.
- Re-creating the documented design of exterior features such as the roof shape and coverings; architectural detailing; windows; entrances and porches; steps and doors; and their historic spatial relationships and proportions.
- Reproducing the appearance of historic paint colors and finishes based on physical and documentary evidence.

The following are not recommended for a reconstruction of a building's exterior, according to the Secretary of the Interior's guidelines:

- Reconstructing features that cannot be documented historically or for which inadequate documentation exists.
- Using substitute materials that do not convey the appearance of the historic building.
- Omitting a documented exterior feature; or re-building a feature, but altering its historic design.
- Using inappropriate designs or materials that do not convey the historic appearance, such as aluminum storm and screen window combinations.
- Using paint colors that cannot be documented through research and investigation to be appropriate to the building or using other undocumented finishes.

- Failing to explain that the building is a reconstruction, thus confusing the public understanding.

GETTYSBURG DESIGN GUIDE

The Gettysburg Design Guide provides guidelines for placement of artificial siding on a historic building:

In general, four circumstances warrant the consideration of substitute materials and three basic criteria must be met before substitute materials are considered:

1. Circumstances That Warrant the Consideration of Substitute Materials:

- The unavailability of historic materials.
- The unavailability of skilled craftsmen.
- Inherent flaws in the original materials.
- Code-required changes.

2. Criteria for Considering Substitute Materials

- Substitute materials must be compatible with the historic materials in appearance.
- The physical properties of substitute materials must be similar to those of the historic materials or the substitute materials must be installed in a manner that tolerates differences in physical properties.
- Substitute materials must meet basic performance expectations over time. This begins with the selection of qualified, experienced fabricators that tolerates differences in physical properties.

If, although thorough consideration of all options, it is determined that artificial siding is required, these guidelines must be followed:

- The artificial siding should match the historic siding in size, profile, proportion and general appearance.
- “Wood” graining is never evident on properly treated wood siding, so it should not be visible on new artificial siding.
- Place the new siding so that historic wood trim (corner boards, cornices, windows and door trim, crowns and lintels) and decorative elements (brackets, architraves) remain fully visible. If the elements must be replaced, replace them with elements that match the original in material, size, profile, proportion and general appearance.

- Artificial siding should be installed so that it can be removed in the future with minimal damage to the historic materials of the building.
- Allow the original siding to remain beneath the artificial siding. Provisions must be made to assure adequate ventilation for the preservation of the historic siding and underlying structure. This will maintain the future possibility of returning the building to its historic appearance.
- The color of the artificial siding must be appropriate to the age and style of the building.

Mr. Piper said the first application was to remove the existing vinyl siding and replace with cement board siding. He said once the vinyl siding is removed, it will expose plywood. Mr. Piper wishes to use a hardie board, 7¼ inch with a six-inch reveal in a brownish color.

The second application, Mr. Piper said, is to install a door hood similar to one at the Farnsworth House. The work will occur at the same time because it makes sense from a construction standpoint.

Mr. Shaffer said the Board would discuss the two projects together and have two motions. The proposals tend to be in line with Secretary of Interior standards, he added.

Ms. Hodges said the building did not have a door hood. Mr. Piper agreed; he did not have any historic photos of the building. Mr. Shaffer said the Board has approved door hoods and porches based on scale and appropriateness to the building. Mr. Piper said scale was important to him. He noted he was buying another property on South Washington Street in a couple weeks. Mr. Piper said he wants to work with the Board to do what is right.

Mr. McCabe said he did not have a problem with either of the project as long as they are at scale.

Ms. Gustafson said she agreed with Mr. McCabe regarding the door hood being at scale. She applauded Mr. Piper with using cement board. She asked if the applicant would use smooth cement board; Mr. Piper said he would.

Ms. Lingle asked about the type of material for the door hood. Mr. Piper said the door hood would be painted wood.

Mr. Goble said he did not have a problem with the proposed windows in the previous application.

Ms. Gustafson asked if Mr. Piper if she would replace windows in kind. Mr. Piper said if the Board had photos of the building, he would replicate them.

Mr. Shaffer presented the Findings of Fact:

- The building at 221 South Washington Street is a sensitive building, as defined in Chapter 11 of the Borough Code of Ordinances, Historic Districts (Historic District Ordinance). A sensitive building is defined as any building that has been standing for at least 50 years at the time of application, even though it has been considerably modified and certain sites of later historic significance or buildings that the Board has determined to be exemplary of later architectural styles.
- The building is a contributing structure to the Gettysburg Battlefield National Register Historic District.
- The proposed work constitute a permanent change, making this proposal a critical project, which is defined in the Historic District Ordinance as "A project involving demolition of all or part of any building or change in configuration and rhythm of any building as a whole, or any alteration to a sensitive building."
- The applicant is proposing an alternate material on the exterior of the building, which under the Secretary of Interior guidelines is acceptable if there is alternate siding on the building.
- The door hood is correct in style and scale to the building and its simplicity.

Mr. Shaffer said he was looking for a motion that Borough Council issue a Certificate of Appropriateness for the application for the replacement of vinyl siding with fiber cement as submitted. Mr. Goble made the motion; Mr. McCabe seconded. The motion passed, 7-to-0.

Mr. Shaffer said he was looking for a motion that Borough Council issue a Certificate of Appropriateness for the application for the installation of the door hood as submitted. Mr. Goble made the motion; Ms. Lingle seconded. The motion passed, 7-to-0.

Mr. Piper asked about painting the exterior of a building. Mr. Shaffer said wood or other alternate materials would not need approval from the Board; painting of masonry is required of the Board.

A. Future Stake, Inc., 297 Steinwehr Avenue

Mr. Dellett presented the background information on the application, as depicted in the Board Memorandum dated February 18, 2014:

DESCRIPTION

The applicant requests a Certificate of Appropriateness to replace the existing white rectangular aluminum clad columns with 24-inch round white columns.

BUILDING HISTORY

The building has operated as the American Civil War Wax Museum & Gettysburg Gift Center for more than 50 years. After immigrating to the United States from Poland during World War II, C. M. Uberman, founding owner and operator, opened the National Civil War Wax Museum on April 19, 1962. The property is under new ownership and interior renovations are proposed for the building to reopen as the Gettysburg Heritage Center. Construction of the building took place about the same time when the Steinwehr Avenue corridor changed into a strip development during the 1950s and 1960s.

Mr. Sharrah said four rectangular aluminum clad columns are being replaced with 24-inch circular white smooth columns. He added they will be additional façade changes in the future.

Mr. McCabe said the columns will be wider, which will be good for the building.

Ms. Gustafson asked about the material of the column; Mr. Sharrah said he did not know. Mr. Shaffer said he would use the term fiber cement; it is not plastic.

Mr. Shaffer presented the Findings of Fact:

- The building at 297 Steinwehr Avenue is a sensitive building, as defined in Chapter 11 of the Borough Code of Ordinances, Historic Districts (Historic District Ordinance). A sensitive building is defined as any building that has been standing for at least 50 years at the time of application, even though it has been considerably modified and certain sites of later historic significance or buildings that the Board has determined to be exemplary of later architectural styles.
- The proposed work constitute a permanent change, making this proposal a critical project, which is defined in the Historic District Ordinance as "a project involving demolition of all or part of any building or change in configuration and rhythm of any building as a whole, or any alteration to a sensitive building."
- The proposal is a highly visible change to a building located in the Historic District as extended to the Borough's border on Steinwehr Avenue.
- The neo-colonial building has a mixture of elements; the portico could have either rectangular or circular columns.

Ms. Gustafson made the motion that Borough Council issue a Certificate of Appropriateness for the application for the replacement of the columns as submitted. Ms. Lingle seconded the motion. The motion passed, 7-to-0.

Mr. Shaffer recused himself as he has a fiduciary relationship with the following applicants. Ms. Gustafson assumed the role of chairman.

C. Dave and Kathy Reid, 400 Baltimore Street

Mr. Dellett presented the background information on the application for alterations, as depicted in the Board Memorandum dated February 19, 2014:

DESCRIPTION

The applicant requests a Certificate of Appropriateness for the following:

- Construct an accessible ramp at the rear of the building;
- Remove an existing window and install a new three-foot-wide entry door for an accessible entrance;
- Remove one door to the south side sun room and install a new window with a "wood/PVC" panel;
- Remove one window on the North elevation to the rear of the first-floor of the building; infill opening with a wood frame, brick veneer fall and recess the new face brick infill to show the outline and profile of the former window; and
- Install a new exhaust fan vent through the second-floor roof at the rear of the building, near the Northeast corner.

BUILDING HISTORY

Based on a review of the Sanborn Fire Insurance Maps and deeds, the property was once part of the Hoke-Winnebrenner House, 404 Baltimore Street. The 2 1/2-story Prairie-Style residence first appeared on the 1924 Sanborn Fire Insurance Maps. The rear garage on the property was first depicted on the 1931 Sanborn Fire Insurance Maps.

SECRETARY OF THE INTERIOR'S GUIDELINES FOR THE TREATMENT OF HISTORIC PROPERTIES

The following are recommendations for accessibility considerations:

- Identifying the historic building's character-defining spaces, features, and finishes so that accessibility code-required work will not result in their damage or loss.
- Complying with barrier-free access requirements, in such a manner that character-defining spaces, features, and finishes are preserved.
- Working with local disability groups, access specialists, and historic preservation specialists to determine the most appropriate solution to access problems.

- Providing barrier-free access that promotes independence for the disabled person to the highest degree practicable, while preserving significant historic features.
- Designing new or additional means of access that are compatible with the historic building and its setting.

The following are not recommended, according to the Secretary of the Interior's guidelines:

- Undertaking code-required alterations before identifying those spaces, features, or finishes which are character-defining and must therefore be preserved.
- Altering, damaging, or destroying character-defining features in attempting to comply with accessibility requirements.
- Making changes to buildings without first seeking expert advice from access specialists and historic preservationists, to determine solutions.
- Making access modifications that do not provide a reasonable balance between independent, safe access and preservation of historic features.
- Designing new or additional means of access without considering the impact on the historic building and its setting.

The following are recommendations for windows:

- Identifying, retaining, and preserving windows—and their functional and decorative features—that are important in defining the overall historic character of the building. Such features can include frames, sash, muntins, glazing, sills, heads, hoodmolds, panelled or decorated jambs and moldings, and interior and exterior shutters and blinds.
- Conducting an in-depth survey of the condition of existing windows early in preservation planning so that repair and upgrading methods and possible replacement options can be fully explored.
- Stabilizing deteriorated or damaged windows as a preliminary measure, when necessary, prior to undertaking appropriate preservation work.
- Protecting and maintaining the wood and architectural metals which comprise the window frame, sash, muntins, and surrounds through appropriate surface treatments such as cleaning, rust removal, limited paint removal, and reapplication of protective coating systems.

- Making windows weathertight by re-caulking and replacing or installing weatherstripping. These actions also improve thermal efficiency.
- Evaluating the existing condition of materials to determine whether more than protection and maintenance are required, i.e. if repairs to windows and window features will be required.
- Repairing window frames and sash by patching, piecing-in, consolidating or otherwise reinforcing them using recognized preservation methods. The new work should be unobtrusively dated to guide future research and treatment.

The following are not recommended, according to the Secretary of the Interior's guidelines:

- Altering windows or window features which are important in defining the historic character of the building so that, as a result, the character is diminished.
- Changing the historic appearance of windows by replacing materials, finishes, or colors which noticeably change the sash, depth of reveal, and muntin configuration; the reflectivity and color of the glazing; or the appearance of the frame.
- Obscuring historic window trim with metal or other material.
- Replacing windows solely because of peeling paint, broken glass, stuck sash, and high air infiltration. These conditions, in themselves, are no indication that windows are beyond repair.
- Failing to stabilize a deteriorated or damaged window until additional work is undertaken, thus allowing further damage to occur to the historic building.
- Failing to provide adequate protection of materials on a cyclical basis so that deterioration of the window results.
- Retrofitting or replacing windows rather than maintaining the sash, frame, and glazing.
- Failing to undertake adequate measures to assure the protection of historic windows.
- Failing to protect the historic glazing when repairing windows.
- Removing material that could be repaired, using improper repair techniques, or failing to document the new work.
- Failing to reuse serviceable window hardware such as brass sash lifts and sash locks.

GETTYSBURG DESIGN GUIDE

The Gettysburg Design Guide provides guidelines for accessibility:

Historically, buildings and landscapes were not designed to be readily accessible for people with disabilities. With the passage of the Americans with Disabilities Act, access to properties open to the public is a civil right. The goal is to provide barrier-free access that promotes independence for disabled persons to the highest degree practicable while preserving significant features of the historic resource. Building accessibility for individuals with disabilities can be achieved without compromise to historic materials or to character-defining elements of historic buildings and sites. Each case is individual, but the guidelines below should be followed:

- Seek to provide barrier free access that promotes independence for disabled persons to the highest degree practicable while preserving historic features.
- The design of new ramps should be compatible with the original structure and the overall site.
- Compatibility can be achieved through appropriate location. Ramps and elevators should be located on rear or secondary walls.
- Increase the compatibility of new ramps by constructing them of materials equal to or similar to the materials of adjacent stairs and walks.
- Consider providing barrier-free access through removable or portable ramps, if installing permanent ramps would damage distinctive historic features.
- Utilize landscaping elements to shield ramps and elevators.

Below is the process of implementing accessibility modifications:

- Review the historical significance of the property and identify character-defining features. Alteration of these features should be avoided when making changes or additions for accessibility.
- Assess the existing and required levels of accessibility. Identify all barriers in the structure and on the site. Review all local codes, State and Federal laws.
- Evaluate accessibility options within a preservation context. The goal is to provide a high level of accessibility with minimal impact on the historic property.

The Gettysburg Design Guide provides guidelines for windows and doors:

New window and door openings tend to destroy the rhythm and balance of historic buildings and their historic materials. For these reasons, creating a new opening is a last-resort alteration and new openings should never be added to the walls of buildings that are visible to the street.

The following are options for new window and door openings:

- Locate the new opening on a wall that is not visible from a public street or alley.
- Locate the new opening on a side or rear elevation shielded from public view.

The following should always occur in creating new openings for windows and doors:

- Create new openings only in locations that will minimize the loss of historic materials and features.
- Create new openings that are compatible in size, scale, shape, proportions and massing to the wall and the overall building.
- Document the original condition of the building and save removed historic materials for later use.

Ms. Gustafson said the Board would address the alteration application first.

Mr. Shaffer said the work is on the northern and eastern side of the property, which is visible to the alley.

Mr. McCabe asked about the set-down area to the right of the access ramp. Mr. Shaffer said as you come out from the kitchen, there is a three-inch setdown. There will be a three-inch overbuilt, which would keep the historic columns intact, he added. The landing has to be at floor level, Mr. Shaffer said.

Ms. Gustafson asked if the chimney would disappear. The chimney would remain because it is part of the heating system.

Ms. Gustafson presented the Findings of Facts:

- The building at 400 Baltimore Street is a sensitive building, as defined in Chapter 11 of the Borough Code of Ordinances, Historic Districts (Historic District Ordinance). A sensitive building is defined as any building that has been standing for at least 50 years at the time of application, even though it has been considerably modified and certain sites of later historic significance or buildings that the Board has determined to be exemplary of later architectural styles.

- The building is a contributing structure to the Gettysburg Battlefield National Register Historic District.
- The proposed work constitute a permanent change, making this proposal a critical project, which is defined in the Historic District Ordinance as “A project involving demolition of all or part of any building or change in configuration and rhythm of any building as a whole, or any alteration to a sensitive building.”

Ms. Lingle made the motion that Borough Council issue a Certificate of Appropriateness for the application for the alterations as submitted. Ms. Lingle seconded the motion. The motion passed, 6-to-0, with one abstention.

Mr. Dellett presented the background information on the application for demolition of the two-car garage, as depicted in the Board Memorandum dated February 19, 2014:

GETTYSBURG DESIGN GUIDE

The following discusses outbuildings, which includes garages:

Outbuildings that remain in the Borough contribute to the understanding of the Borough’s history and character. Many outbuildings reflect the style of the main building on the property. Well into the first half of the 20th Century, many garages were built with detailing to match the residence. Siding, brackets, ornament, rooftop structures or even the overall shape of the structure, were duplicated to strengthen the relationship between the main building and secondary building.

Outbuildings that date to the construction of the original property reflect an important part of the overall design concept for the property and should be retained. As some properties evolved over time, outbuildings were constructed to accommodate new uses. This practice illustrates the evolution of the property and such structure may also be significant.

Outbuildings are significant if:

- The outbuilding dates to the original construction of the property.
- The outbuilding was constructed after the main building on the site, but was erected to house a function important to the use of the overall property, or if it illustrates an event or personage important to the overall property.
- The outbuilding is a good example of a style of architecture or method of construction, or if it incorporates distinctive characteristics of form, style or detailing.
- The outbuilding possesses a strong relationship in form, style, detailing, use or association with other structures or uses of the site.

Because outbuildings are often important components of the overall property, removing them from the site should be avoided. Property owners should consider the relationship

between the outbuildings and other buildings and site elements, the view that will result in the removal of the building and the overall condition of the building. If the outbuilding is a significant part of the property, demolition should only be considered if at least half of the structure is beyond repair.

Mr. Shaffer said the garage was originally to remain, but the applicant cannot meet parking and loading requirements with the garage intact. The garage creates a blind spot for vehicles coming in and out, which presents a safety hazard and demolition of the garage will enable the applicant to meet parking and loading requirements, he added. The garage is a mixed material of cinder block, four feet closest to the alley is a decorative block, Mr. Shaffer said.

Mr. McCabe asked if the intent is to pave the back yard. Mr. Shaffer said the paving will generally be in the same area that is presently paved.

Ms. Gustafson said she has mixed emotions regarding the proposal. The end of the garage is charming; however there are traffic issues with the alley. She understands the applicants' predicament. Mr. Shaffer said the applicant cannot lease the adjacent School District parking lot because of liability.

Mr. McCabe said the Board has to be careful about tearing any structure down. He added will accept this application, but with reservations. Ms. Gustafson said she would rather have a business with no garage than an empty building. Ms. Lingle said she does not like demolition of a structure, but noted the garage is not part of the original building.

Mr. Goble made the motion that Borough Council issue a Certificate of Appropriateness for the application for the demolition of the garage as submitted. Ms. Lingle seconded the motion. The motion passed, 6-to-0, with one abstention.

Mr. Shaffer assumed the role as chairman.

Other Business

Columbia Gas

Mr. Dellett discussed the proposal by Columbia Gas to relocate meters outside of buildings in the Historic District as part of a service upgrade to install moderate-pressure mains. He distributed pictures to the Board of properties on East High Street and Steinwehr Avenue and presented examples of the type of meters proposed by Columbia Gas. After a discussion of the issue, Mr. Shaffer asked Columbia Gas to present options to Mr. Dellett and to address the individual meter locations administratively. Mr. Dellett said if there are problematic locations on certain properties, he would ask the Board for guidance.

Historic Preservation Awards

Mr. Dellett asked if there are Board members who wish to work on the award to meet. Ms. Lingle said she has been involved in the Awards. Mr. Dellett discussed the different award categories and criteria. The first order is to go through applications over the past two years, noting that the project at 339 Carlisle Street was not eligible until completion of the project. Mr. Shaffer said projects are limited to properties in the Historic District. Ms. Gustafson, Ms. Lingle and Ms. Hodges volunteered to work on the awards.

Training Sessions

Ms. Lingle said she planned to attend a historic trade and renovation show in King of Prussia on March 2, which could meet the requirement for Board training. Ms. Gustafson suggested having a book on window replacement that could assist applicants in their projects.

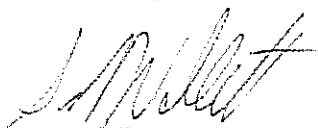
CLG Grant Application

Mr. Dellett provided a letter from Preservation Pennsylvania for a CLG Grant to the Historic and Museum Commission. The Borough is serving as the applicant community along with Mercersburg and Bellefonte boroughs. Council agreed to support and serve as sponsor of the application. Preservation Pennsylvania completed the application and submitted to PHMC earlier in the day. If awarded, the grant would offer a number of services, geared to the needs of the individual boroughs. The project would start in August, if awarded. Mr. Dellett said the grant provides an opportunity to gain technical assistance by Preservation Pennsylvania on issues related to the Historic District. Mr. Shaffer said Preservation Pennsylvania approached the Borough to pursue the pilot program because of the good track record in historic preservation.

Mr. Dellett said a letter from Adams County President Judge Michael George regarding development of the District Justice office on East Middle Street into a court complex was included in the meeting binders.

The Board adjourned the meeting at 8:40 p.m.

Respectfully submitted,



Scott Dellett, AICP
Borough Planning Director