



July 21, 2021

Historic Architectural Review Board Minutes

Troxell Council Chambers

Borough of Gettysburg

Chair Phil Goble called the Historical Architectural Review Board Meeting to order at 7:00 PM on Wednesday, July 21, 2021 in Troxell Council Chambers, 59 E. High Street. A quorum of six (6) Board Members was present. Those in attendance were **Board Members:** Chair Phil Goble, Vice-Chair Colleen Lingle; Second Vice-Chair Peggy Gustafson, Gary Shaffer, Joan Hodges, Gettysburg Building Code Official Clem Malot of PA Municipal Code Alliance, Director of Historic and Environmental Preservation Debra English, and Planning Management Assistant Karen Mesher; **Absent Board Member:** Jim McCabe; **Others in Attendance:** Powel Drozd, Property Owner, and Joe Edgar, Architect from Snyder's Residential Design LLC, both representing 165 N. Stratton Street; Scott English, Property Owner, representing 66-68 W. High Street.

Call Meeting to Order

Chair Phil Goble called the meeting to order via Zoom at 7:00 PM in Troxell Council Chambers and conducted a roll call of members in attendance. The following HARB members were **present:** Chair Phil Goble, Vice-Chair Colleen Lingle, Second Vice-Chair Peggy Gustafson, Gary Shaffer, Joan Hodges, and Building Code Official Clem Malot, and **absent:** Jim McCabe.

Introductions and HARB Review Procedures

Mr. Goble introduced the Board members and explained the procedures that would be followed during the meeting. He explained that only the Board members that were present at that meeting can vote on agenda topics and minutes. He noted that the Board serves as a recommending body to Borough Council, which makes the final decision concerning the issuance of Certificates of Appropriateness. He said that ***"HARB is a design review board only; and that each project must meet all other Borough ordinances and building code requirements prior to final approval through Borough Council."*** Borough Council will next meet on Monday, August 9, 2021.

Review of Agenda and Minutes

Chair Goble asked the Board to accept both the July 21, 2021 HARB Meeting Agenda as presented, and the June 16, 2021 HARB Meeting Minutes as submitted. Ms. Hodges made a **motion** to accept both the July 21, 2021 HARB Meeting Agenda as presented and the June 16, 2021 HARB Meeting Minutes as submitted. The motion was seconded by Vice-Chair Lingle and carried **6-to-0**.

HARB Business Meeting

July 21, 2021

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Public Comment for Items Not on the Agenda

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

Public Comment for Items on the Agenda

There were no public comments for items on the meeting agenda.

New Business: Applications for Review

A. COA-21-0081 CRITICAL PROJECT: 165 N. Stratton Street – Powel Drozd

Notice of Violation (NOV) was issued for the demolition of the existing rear decking and steps to the two rear apartment entrances; and proposed project would replace the demolished deck with an 8' x 34' deck composed of pressure treated lumber, dark gray TREX composite decking and white PVC spindles for a deck to be used by both apartments.

Director English gave background information and a brief project description as noted in her July 21, 2021 HARB Meeting Agenda. She said that the structure first appeared on the Sanborn Fire Insurance Maps in 1912 as a 2-story duplex frame dwelling with a one-story front porch, composition main roof, slate porch roof, a rear one-story porch with a composition roof, and a rear two-story frame structure with a shingled roof; and the Permit History for the property included the use as RRUOs since 2017, a 2018 Land Use Permit (LU-180207) issued to replace the porch floorboards, and the current Land Use application to replace the rear decking and steps to the two rear apartments.

Mr. Drozd, property owner, and Mr. Edgar, architect, gave a brief presentation and answered Board questions. Mr. Edgar said that the rear deck construction would use recycled materials from other jobs, and that the project is visible from Hazel Alley.

Chair Goble presented the *Proposed Findings of Fact* for the Critical Project at 165 N. Stratton Street. He said that this dwelling of high architectural integrity is a contributing structure located within the boundaries of the Gettysburg Historic District, is a sensitive building over 50 years old at the time of application as defined in the *Code of Ordinances Borough of Gettysburg/Gettysburg Historic District*, is visible from the public view way via both E. Water Street and Hazel Alley, and thus comes under the review right of this Board. He said that the proposed work for the rear decking and steps to the two rear apartment entrances is consistent with the *Secretary of the Interior Guidelines* and the *Gettysburg Design Guide for Rehabilitation* for decks and is compatible with the existing structure.

Mr. Malot made a **motion** to recommend that Borough Council issue a Certificate of Appropriateness for the rear deck replacement project at 165 N. Stratton Street as presented to the Board from the application dated July 9, 2021 with a project scope that is consistent with both the *Secretary of the Interior Guidelines* and the *Gettysburg Design Guide*. The motion was seconded by Vice-Chair Lingle and carried **6-to-0**.

The Board told the applicant that the project also required a building permit, and that work could not begin until after Council approval.

B. COA 21-0084 MAJOR PROJECT – 66-68 W. High Street – Scott & Debra English

Change the existing rear porch roof material from rubber to metal standing seam in a charcoal color; and perform maintenance to include repaint and repair existing shutters and wood windows, restore window hardware, repair and repaint the existing cupola and two rear basement doors.

Director English gave background information and a brief project description for the structure first known as the 'Gettysburg Academy' that was built in 1813, served as the birthplace of the Lutheran Theological Seminary at Gettysburg in 1826, was chartered by the Pennsylvania Legislature as Pennsylvania College of Gettysburg in 1832, served as a field hospital during the Civil War in 1863, used as a private residence and half hotel in 1932, and was last used as a private residence as noted in her July 21, 2021 HARB Meeting Agenda and attached materials. She said that the building first appeared on the Sanborn Fire Insurance Maps in 1886 as a two-story brick structure with a shingled roof, a 1 ½ -story frame summer kitchen and a one-story rear porch located off of the summer kitchen both having shingled roofs, and a 1 1/2-story carriage structure with a shingled roof. The Permit History for the property included a 2016 fence application, and the current COA-210084; and that there is a Land Use application pending for a Change of Use for a proposed Bed and Breakfast.

Mr. English, property owner, gave a brief presentation and answered Board questions. He said that he would like to replace the existing rubber roof on the rear 2nd story porch with a charcoal gray standing seam metal roof that is not visible from W. Wall Alley. He described the history of the roof, noting that his great grandfather replaced the cedar shake roof material with slate, changed the roof pitch and added a rear porch sometime between 1932 and 1934, sometime between 1992 and 1994 the rear 2nd story porch roof was rubber coated which is what needs to be repaired today. He told the Board that the roof pitch had changed as evidenced from inside of the attic; and stated that the rear porch roof is not visible from either W. High Street or from S. Washington Street, but that he would like to use historically compatible materials for its replacement. He stated that the remainder of the proposed project would involve routine maintenance to the wood window, to the shutters and shutter hardware, to the damaged basement doors, and to the wood cupola (which has a great view) that would be complimentary to the historic structure.

Chair Goble presented *The Proposed Findings of Fact* for the Major Project at 66-68 W. High Street. He said that this dwelling is a contributing structure located within the boundaries of the Gettysburg Historic District, is a sensitive building over 50 years old at the time of application as defined in the *Code of Ordinances Borough of Gettysburg/Gettysburg Historic District*, and that the rear porch roof is visible from the public view way via W. Wall Alley but not from W. High or S. Washington Streets, and thus comes under the review right of this Board. He said that the proposed work for the proposed porch roof replacement and outdoor maintenance of wood windows, wood shutters, wood cupola, and rear basement doors is complimentary to the character defining features of the historic structure of high architectural integrity and would maintain a distinctive appearance that is consistent with the *Secretary of the Interior Guidelines* and the *Gettysburg Design Guide*.

Ms. Gustafson made a **motion** to recommend that Borough Council issue a Certificate of Appropriateness for the rear porch roof from a rolled rubber material to a charcoal gray standing seam metal, and for the maintenance repair and repainting of the wood windows, wood shutters and hardware, wood cupola and rear basement doors at 66-68 W. High Street that is consistent with

Secretary of the Interior Guidelines as presented to the Board from the application dated July 12, 2021. The motion was second by Vice-Chair Lingle and carried **6-to-0**.

The Board told the applicant that the project also required a building permit, and that work could not begin until after Council approval.

Reports

A. Consent Agenda Requiring Board Administrative Approval Since Last Meeting:

- a. **COA 21-0070 MINOR PROJECT: 125 N. Stratton Street – Ronald G. Nicodemus**
Installation of an 8 x 8 foot shed (64 square feet) to the rear of the property set on concrete blocks. The shed will set five feet from the side property line, and 22 feet from the rear lot line and painted blue and white to match the house. The shed is screened by the stockade fence and landscaping and not visible from N. Stratton Street. All applications must meet the *Department of Interiors Historic Restoration Guidelines*.
- b. **COA 21-0069 MINOR PROJECT: 240 Steinwehr Avenue – Erika and Thomas Crist**
To rebuild structure from fire damage using all 'in kind' material type and style of material. Any change in type or style will require a full HARB review and approval and must meet the *Department of the Interiors Historic Restoration Guidelines*.
- c. **COA 21-0071 MINOR PROJECT: 22 Carlisle Street – Michelle Lenti – LeLe Bs Boutique**
Installation of 3 signs: portable 23" x 18" sign on railing with the lettering 'LeLe Bs Boutique', one previously approved 12.5 sq feet wall sign, and one portable 2 x 3-foot sign which must be located on sidewalk adjacent to business and must not obstruct the five-foot clear pedestrian passage at any time. Total sign allowance for this property 26.5 square feet and the total used to date is 21.5 square feet.
- d. **COA 21-0072 MINOR PROJECT: 0 Lefever Street – Gettysburg School District, Mark Grim**
To permit the erection of a 20' x 30' white commercial tent with no sides at Unity Park on June 30th to July 7th, 2021 for Civil War educational programs open to the public; and 75 folding chairs will be provided in and around the tent.
- e. **COA 21-0073 MINOR PROJECT: 301 Baltimore Street – Michael O. Hane**
To rebuild 'in-kind' wooden front porch, deck and steps 3-feet wide x 8-feet long. Two additional support beams will be added to meet code requirements by PMCA for the self-supporting porch. The handrail, spindles, and steps will be replaced in-kind with the same wood material and style. All construction must meet the *Department of Interiors Historic Restoration Guidelines*.
- f. **COA 21-0074 MINOR PROJECT: 17 Lincoln Square – 17 Lincoln Square Collectables - The LARK.**
Installation of one 30" x 48" wooden sandwich board sign painted front and back for 'Lark A Modern Marketplace'. All signage must meet the *Department of Interiors Historic Restoration Guidelines*.

- g. COA 21-0075 MINOR PROJECT: 35 York Street – The Lucky Paw**
Installation of one portable 2' x 3' chalkboard A-frame sign. All signage must meet the *Department of Interiors Historic Restoration Guidelines*.
- h. COA 21-0076 MINOR PROJECT: 21 Steinwehr Avenue – Mai Noodle House, Huang Yu Ping**
Install 30" x 47" aluminum composite hanging sign in white with burgundy and gold lettering and installed on existing pole and brackets on roof; one 3.59 square foot window sign; one 15.07 square foot window sign with vinyl lettering for 'Mai Noodle House', one 3' x 4' portable sign that must not block clear 5-foot pedestrian passage on sidewalk at any time. Total sign allocation is 5 feet, and total sign allocation used is 40.5 square feet.
- i. COA 21-0077 MINOR PROJECT: 43 South Street – Kevin Moore & Melissa Forbes**
Removal and installation of 61 linear feet of 48"-high cedar spaced picket fence along the edge of the back yard property line, and 8 linear feet of 72"-high cedar privacy fence along the northern edge of back yard property line. All applications must meet the *Department of Interiors Historic Restoration Guidelines*.
- j. COA 21-0078 MINOR PROJECT: 25 Chambersburg Street – John & Katherine Kramb**
One window sign with vinyl lettering 21.5" x 8.5", and one plastic portable A-frame sign 27" x 36". Total sign allocation is 24 square feet, and the total sign allocation used is 19 square feet.
- k. COA 21-0079 MINOR PROJECT: 402 York Street – Giovanni Cucuzza – La Bella Italia**
One 20' x 30' temporary tent in back of building for bike week for outdoor dining.

NOTE: HARB is a *design review board only*, each project must meet all other Borough Ordinances and Building code requirements.

Vice-Chair Lingle made the **motion** for the Board to administratively approve the presented Certificates of Appropriateness (COAs) since the June 16, 2021 HARB Business Meeting. The motion was seconded by Ms. Hodges and carried **6-to-0**.

B. Report of Chair – Chair Goble

Chair Goble reminded the Board of the importance of viewing the suggested webinars for Certified Local Government (CLG) Training credits; and to inform Director English of any credits earned. He asked the Board to email Director English with the addresses of any properties identified by members deserving of a "Thank You Exceptional Work" door hanger acknowledging exemplary care of the property; and encouraged all members to attend the HGAC Barn Tour in September. Chair Goble thanked Vice-Chair Lingle for her ten years of service as a HARB member and wished her well in her future endeavors; and this sentiment was echoed by all Board members.

Mr. Shaffer discussed the importance of fence review to properties located in the Historic District, and that any projects under consideration should abide by the Historic District ordinance

C. Report of Staff – *Debra English, Director of Historic and Environmental Preservation*

Director English discussed the items with the Board:

- Continue to review the master list of candidates for the upcoming Annual Historic Preservation Awards (match property candidate with award type based on Certificate of Appropriateness Levels) possibly slated for October 2021 and forward any information to her directly for review at the August HARB Meeting. The Board will review submitted pictures of possible candidates against the checklist at that meeting,
- Discussed the usage of HARB “Thank You for Your Support” hang tags, and to forward a list of any issued hang tag recipients to Director English,
- Asked HARB members to review HARB By-Laws for discussion at the August HARB Meeting,
- Asked HARB Members to forward any webinar training participation hours to Director English for her annual training records,
- Updated the Board the use/proliferation of satellite dishes in the Borough and noted that Borough Council would need to approve any ordinance updates or *Gettysburg Design Guide* updates; and that this discussion will be on the next HARB meeting agenda. She said that grant funding would be used for any changes, and the funding must be used within six months,
- HGAC Barn Tour (used as a training) on September 18, 2021.

Other Business

There was no other business before the Board at this time.

Public Comment

There was no public comment.

With no other business before the Board Ms. Hodges made the **motion** to adjourn, and it was seconded by Vice-Chair Lingle. The motion passed **6-to-0**. The meeting adjourned at 8:07 PM.

Respectfully submitted,

Karen M. Mesher, Planning and Management Assistant