



**Special Meeting of the Historic Architectural Review Board (HARB)**  
**Borough of Gettysburg**  
**Minutes of January 31, 2018**  
*Approved February 21, 2018*

Vice-Chair Phil Goble called the Historic Architectural Review Board meeting to order at 7:00 PM on Wednesday, January 31, 2018. The meeting was held at the Borough Municipal Building, 59 East High Street. A quorum was present. Those in attendance were Board members: Gary Shaffer, Joan Hodges, Peggy Gustafson, and Colleen Lingle; Becky LaBarre, Director of Planning and Historic Preservation and Karen Mesher, Borough Management Assistant. Board members Jim McCabe and Gettysburg Building Code Official Clem Malot were absent. Also in attendance were: Tammy Myers, President of Gettysburg Heritage Center at 297 Steinwehr Avenue, Dave and Mindi Henson of Getty Peds at 39 N. Washington Street, and Doug and Katie Stephens of Horse Tours of Gettysburg, all representing 297 Steinwehr Avenue (formerly proposed for 930 John Avenue, Adams County Parcel #16015-0013---000); Shelly Knouse Owner of Fresh Boutique, representing 28 Chambersburg Street.

**Review of Agenda and Minutes**

Mrs. LaBarre stated that there was one addition/correction to the current meeting agenda: change "original doors and windows" to "historic doors and windows" in COA-18-0007, 7A under 'New Business: Applications for Review' on page 1.

Mrs. LaBarre **tabled** the January 17, 2018 meeting minutes until February 21, 2018.

**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.

**Old Business**

*Mr. Shaffer requested that Vice-chair Goble preside over tonight's meeting due to a minor medical issue that affected his hearing; whereby Mr. Goble assumed the role as chair.*

Mr. Goble introduced the Board members, and explained the procedures that would be followed during the meeting. He noted that an overhead projector will be used by Mrs. LaBarre during the meeting to enhance the applicants' presentations. He explained that only the Board members that were present at that meeting can vote on those 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. Borough Council will next meet on Monday, February 12, 2018.

**A. COA-18-0003, 297 Steinwehr Avenue (formerly proposed for 930 Johns Avenue) – Future Stake, Inc.**

MAJOR PROJECT: Construction of a new 30' x 48' x 10' pre-fabricated modular carriage barn with 10' lean-to port cohere to house Gettys Peds touring vehicles and the Victorian Carriage Company coaches with stalls for the resting of horses during the day only; located at the northwest corner of the lot, visible from the public way via Queen Street and Steinwehr Avenue; wood frame structure clad in vertical wood board and baton siding; dimensional shingle roof with two cupolas, barn doors, divided lite windows, etc. as presented in the revised application submitted January 29, 2018.

Mrs. LaBarre gave background information and a brief building description as noted in her January 31, 2018 Meeting Agenda. She said that this application was proposed at the January 17, 2018 business meeting for 930 Johns Avenue. She said that a revised application was submitted on January 29, 2018 for 297 Steinwehr Avenue. She said that the proposed construction is a major project for the northwest corner of the lot, and visible from the public way via both Queens Street and Steinwehr Avenue; and is therefore, reviewable by the Board. She said that the 30' X 48' X 10' pre-fabricated modular, pine wood-frame carriage barn with a 10' lean-to port cohere (car port in French) and asphalt shingles is proposed to house the Getty Peds touring vehicles, the Victorian Carriage Company carriages, and their resting horses that will be situated in stalls during the day. She said that the proposed structure would have wood windows and minimal lighting for security.

Ms. Myers gave a brief presentation and answered Board questions. She noted that eventual signage would be proposed per the Borough sign ordinance. She stated that the actual barn-like structure from Horizon Structures would be substantially smaller in size than the elevations provided by her contractor depicted, and only have four windows instead of the six shown on the drawing. She said that building would be constructed of uncoated natural pine wood, and would be used as an accessory building to the Gettysburg Heritage Center as a permitted use by right in the TC Tourist Commercial zoning district. She noted that the existing trees at the proposed location would remain, the depicted cupolas would be eliminated, and that the 10' lean-to will have Dutch doors for circulation. She said that the proposed position of the building on the lot would permit a second 10' lean-to as a possible future addition to the structure. She said that the depicted sky lights are not proposed for this time, but that they could be considered in the future. She noted that the loft area would be used for storage to replace that used by the existing shed.

Ms. Gustafson made a **motion** that the Board recommend that Borough Council issue a Certificate of Appropriateness for the proposed construction of a pre-fabricated modular barn on the northwest corner of the lot at 297 Steinwehr Avenue as submitted in the proposed materials and plans depicted in the revised application dated January 29, 2018 with any future building modifications including cupolas, skylights, and signage presented for review by the Board. The motion was seconded by Ms. Lingle and carried 5-to-0.

**New Business: Applications for Review**

**A. COA-18-0007, 28 Chambersburg Street – Shelley S. Knouse**

CRITICAL PROJECT: Removal of historic doors and windows on primary (north) façade and west façade of a sensitive building, several containing stained glass; install vinyl replacement windows in existing openings; Applicant's preference is to use plain one-over-one windows, but proposes to replace existing windows with stained glass with *Pro via Doors and Windows* "Endure Window – EN600 Series" and

“Signet Single Entry Door” as an alternative per materials submitted with the application on January 25, 2018.

Mrs. LaBarre gave background information and a brief building description as noted in her January 31, 2018 Meeting Agenda. She said that the proposed construction to a mid-19<sup>th</sup> Century building at 28 Chambersburg Street is a critical project visible from the public way via Chambersburg Street; and is therefore, reviewable by the Board. She said that the building appears on the 1886 Sanborn Maps as a two-and-a half-story residence that was later raised to three stories when it assumed commercial use as Chambersburg Street evolved. Twentieth-century alterations included removal of two windows on the first floor to provide a large divided lite display window and second entrance to the west. She provided the Board with several contemporary views of the building which houses the “Fresh Boutique” shop to depict the deteriorating conditions of the existing wood doors and windows. She said that the applicant would like to remove / replace several existing windows on the primary and west facades with vinyl stained glass *Endure Windows – EN600 Series* in the existing openings, and a fiberglass entry door to remedy heat loss and reinforce security.

Ms. Knouse gave a brief presentation and answered Board questions. She said that she assumed ownership of the property in late December, 2017, and discovered that the historic windows were not in plumb, rapidly deteriorating, and presenting many safety, heating and security challenges that need to be addressed quickly. She stated that she would like to maintain the integrity of this 19<sup>th</sup>-Century structure. She would like to also replace the front door with a more functional secure door. Mr. Shaffer discussed the use of interior and exterior storms to protect historic wooden windows, and indicated that they are used by many owners of historic structures in the Historic District to protect their windows. He suggested preserving the historic windows on the front and west façade’s, and to consider upgrading the roof in the future to maintain heat integrity with shingles and insulation. Ms. Hodges suggested rehabbing the top-half stained-glass portion of the windows, and possibly replacing their bottom halves to remedy their heat integrity. Ms. Gustafson suggested giving every apartment unit their own heat source/furnace to control heating costs. She noted that the building was previously occupied by Anne Faber and her family, and that they operated the Faber Candy Shop from that location. She also suggested using mahogany wood to rehab the windows. Mrs. LaBarre suggested a high-velocity type of mini-duct work specifically used for masonry buildings that would be cost-effective and facilitate use.

Ms. Knouse thanked the Board for their suggestions and requested they **table** her application, pending future amendments regarding window and door rehabilitation to her historic property, especially on the front and west facades, to remedy heating costs and maintenance issues.

## **Reports**

### **A. Administrative Approvals Since Last Meeting**

- **COA-18-0005, Philip & Rita Goble — 132 E. Middle Street**  
CRITICAL PROJECT: Erection of 6' tall privacy fence beside sensitive building, constructed of western red cedar with French Gothic pickets along west property line partially visible from public way via Zerfing Alley, with matching gate at eastern corner of house to tie into existing fence of neighboring property visible from public way via East Middle Street

- **COA-18-0006, HMR Partnership – 20 E. High Street (Explore & More)**  
CRITICAL PROJECT/REPLACEMENT-IN-KIND: Repairs to historic port cochere to stabilize roof and replace existing deteriorated rubber over metal roofing system with new Firestone EPDM 0.60 mil adhered rubber roof system with all necessary flashing, edgings, drains, and terminations.

#### **B. Pending Administrative Approval**

- **COA-17-0039, Tastie-Teas – 777 Baltimore Street, Suite 100**  
SIGN: Erection of \_\_\_\_ SF business sign
- **COA-17-0108, Artworks—30 York Street**  
SIGN: Erection of projecting \_\_\_\_SF business sign
- **COA-17-0135, 6 York Street – Gettysburg Hotel Investors (Starbucks)**  
SIGN: Install a 36" diameter shingle bracket non-illuminated projecting sign to the east of the existing storefront; install a 24" diameter hanging disk sign inside the west section of storefront window; and vertically etch 'Starbucks' into the glass to the left of the rear entry door (used primarily by Hotel guests).

#### **C. Report of Chair – Gary Shaffer, AIA**

Mr. Shaffer tabled his discussion until the February meeting.

#### **D. Report of Staff – Becky LaBarre, Director of Planning and Historic Preservation**

Mrs. LaBarre tabled her report until the February meeting.

#### **Other Business**

There was no other business.

#### **Public Comment**

There was no public comment.

With no other business before the Board, the Mr. Goble made the **motion** to adjourn, and it was seconded by Mr. Shaffer. The motion passed 5-to-0. The meeting adjourned at 8:07 PM.

Respectfully submitted,

Karen M. Mesher  
Borough Management Assistant