



January 18, 2017
Historic Architectural Review Board Minutes
Borough of Gettysburg
Approved March 15, 2017

Director of Planning and Historic Preservation Becky LaBarre called the Historical Architectural Review Board meeting to order at 7:00 PM on Wednesday, January 18, 2017. 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, Philip Goble, Peggy Gustafson, and Joan Hodges; and Karen Mesher, Borough Management Assistant. Board Members Jim McCabe, Colleen Lingle and Clem Malot, Borough Code Enforcement Officer were absent.

Reorganization

As customary during the first meeting of the year, the Board reorganized with a quorum present. Mrs. LaBarre opened the floor for nominations for chairman. Mr. Shaffer was nominated by Mr. Goble. An open discussion ensued, and the Board reviewed nominating procedures as outlined in *A Manual for Pennsylvania Historical Architectural Review Boards and Historical Commissions* by Michael R. Lefevre. There being no other nominations, Ms. Gustafson moved to close the nominations; seconded by Ms. Hodges. Ms. LaBarre called for a vote, and the motion carried 4-to-0.

Mr. Shaffer assumed his role as Chair and received nominations for vice chairman. Ms. Lingle nominated by absentee ballot Ms. Gustafson, who recused the nomination. Ms. Gustafson nominated Phil Goble; Mr. McCabe seconded. There being no other nominations, Ms. Gustafson moved to close the nominations; Ms. Hodges seconded. Mr. Shaffer called for a vote, and the motion carried 4-to-0. Mr. Goble agreed to serve as vice chairman. Mr. Shaffer asked for a motion to set the meeting date for the third Wednesday of every month pending holidays and major weather events. Mr. Shaffer called for a vote, and the motion carried 4-to-0.

Review of Agenda and Minutes

There were no additions or corrections to the meeting agenda. Mr. Goble made the **motion** to approve the minutes of the November 12, 2015 meeting. Seconded by Ms. Hodges. Motion carried 6-to-0. Mr. Goble made the **motion** to approve the minutes of the December 21, 2016 meeting. Mrs. Gustafson seconded the motion. The motion passed, 4 to 0.

Public Comment for Items Not on the Agenda

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

New Applications for Application for Certificates of Appropriateness

There were no new applications for Certificates of Appropriateness.

Reports

A. Administrative Approvals:

- **COA-16-81, Remax of Gettysburg – 19-23 Baltimore Street, The Village Vendors Shoppes. Alteration.** Installation of a 14 SF two-sided projecting hanging sign on existing bracket and 6.25 SF window decal sign.
- **COA-16-82, Justice Works Youth Care (Dan Heit) – 247 Baltimore Street, Escape Games. Alteration.** Installation of a twin-head LED emergency light in a dark colorway above principle entrance the primary (east) façade.
- **COA-16-83, Scott and Timbrel Wallace – 17 Lincoln Square, Lark Gifts. Alteration.** Erection of a 5.5SF painted plywood wall-mounted sign between windows on principal façade.
- **COA 17-01, Timely Place (Jon Shultz) - 150 North Third Street, Americana Souvenirs. Alteration.** Remove the existing roof shingles over the ramp area at the northwest corner of the building near the railroad tracks; replace it with a Fabral brand Rib 3 Plus metal roof system with all of the necessary flashings, snow guards, and accessories. The replacement material previously permitted via administrative approval uses the same materials/methodology previously approved for this property via COA-15-36 and COA-16-26.
- **COA-17-02, Wendy Chambers – 55 West Middle Street. Demolition.** Demolish the existing concrete block garage located at the rear of the property fronting West Zerfing Alley that was declared structurally unsound following a recent vehicular collision.

B. Pending Administrative Approvals

- **COA-17-03, S&W Development Corporation – 301 Steinwehr Avenue (Best Western). Alteration.** Erection of a 30SF projecting sign on the east façade, and a 19.65 wall sign on the south elevation.

C. Report of Director of Planning and Historic Preservation – Mrs. LaBarre

No report

D. Report of Chair – Mr. Shaffer

Mr. Shaffer discussed with the Board the perception of HARB, and how their role as stewards of the Historic District Ordinance relates to the Gettysburg business community. He said that the Board is committed to the task of preserving the Historic District while working with both residents and business owners when reviewing

applications; and to cite the ordinance and suggest alternatives to the applicant in order to reach a mutually acceptable outcome.

Other Business

Mrs. LaBarre discussed the following:

- A. 2017 Reading Assignment** - *A Manual for Pennsylvania Historical Architectural Review Boards and Historical Commissions* by Michael R. Lefevre (1998)
- B. Preservation Briefs/Technical Leaflet Binders** - reserve time at the end of the meetings to review
- C. 2017 HARB Training and Public Programming**
 - *Spring*: HARB Training – What the Heck is HARB?
 - *Summer*: HARB Training – Field Trip to Lititz, PA
 - *Fall*: HARB Training/Public Program – MID-MOD Madness: Understanding and Appreciating Recent Architecture
 - *Winter*: TBA

With no other business before the Board, the Board adjourned the meeting at 8:50 PM.

Respectfully submitted,

Karen M. Mesher
Borough Management Assistant