



**York Historical Architectural Review Board
Meeting Minutes
January 9, 2020**

Members in attendance included: Craig Zumbun (Chair), Dennis Kunkle (Vice-Chair), Ruth Robbins, Mark Skehan

Absent: Rebecca Zeller, Dave Redshaw, Robyn Pottorff, Joe Downing, Mark Shermeyer

Consultant: Christine Leggio, JMT Senior Architectural Historian/ HARB Consultant

AGENDA ITEM	DISCUSSION	ACTION/RESULT
Welcome and call to order	The meeting was called to order at 6:00 pm. The agenda was prepared by the HARB Consultant.	
Changes to the Agenda	The Board discussed adding the item to the agenda	The item was added to the agenda
Minutes of December 12, 2019		Mr. Skehan motioned to approve December 12, 2019 minutes. Mr. Kunkle seconded. Approved.
Cases	The following cases are approved and preliminarily reviewed with the recommended actions.	

Case #1 – 339 E Market Street: A request by Lauer Construction Services for the replacement of two existing windows with new windows on the property.

Discussion: The applicant noted that he would like to replace two windows on the rear of the property. The proposed replacements will match the appearance of the existing windows.

The Board asked whether the trim would be changed or if the sills would be wrapped and the applicant indicated that no wrapping or changes to the trim are proposed.

Motion: Mr. Kunkle motioned to approve the application as submitted. Ms. Robbins seconded.

Additional Discussion: None.

Vote: 4-0. The motion to approve the application as submitted is approved with all in favor.

Case #2 – 29 S George Street: A request by Jon Russo of Bortner Bros., Inc. for the replacement of the existing HVAC system, to include installation of equipment on a new concrete pad, on the property of Christ Lutheran Church.

Discussion: The applicants stated that the existing HVAC system uses steam heat and is old. They would like to replace the system with a gas unit. It will require installation of a concrete pad in the courtyard of the church. The proposed fence at the exterior of the equipment pad will generally match the existing fencing on the property. The installation can be screened with plantings.

The parish hall needs outside air due to fresh air code requirement. It is proposed to remove the upper sashes from two windows and replace them with louvered vents. The applicant noted that the louvers will only be visible from the courtyard and noted that this is the least invasive location to install vents. Other locations would require creating an opening in the masonry walls.

Mr. Skehan noted the consultant's recommendation to retain the removed upper sashes for potential future reinstallation. The applicant agreed that they could be stored.

Motion: Mr. Kunkle motioned to approve the application as presented with the addition of the requirement to retain and label the removed sash for potential future reinstallation, and Ms. Robbins seconded.

Additional Discussion: None.

Vote: 4-0 – Motion to approve the application as presented is passed with all in favor.

Case #3 – 422 W Market Street: A request by Margaret Reis for the replacement of three double hung windows on the property.

Discussion: The applicant noted that the proposed replacement windows are fibrex composite windows. Mr. Zumbrun asked whether the proposed window replacements would match the existing in terms of size, proportion, and configuration and the applicant confirmed that they are custom windows that will match the existing historic windows and presented a sample of the proposed window. No wrapping or changes to the trim are proposed and the applicant stated that the appearance from the street would be unchanged.

Motion: Mr. Skehan motioned to approve the application as submitted, and Mr. Kunkle seconded.

Additional Discussion: None.

Vote: 4-0. The motion is approved with all in favor.

Other Business: None.

Adjourning and next meeting **The meeting was adjourned by general consent at 6:15 pm the next scheduled meeting is set for Thursday January 23, 2020.**

Minutes recorded by Christine Leggio, JMT Senior Architectural Historian/HARB Consultant.

DRAFT