



**York Historical Architectural Review Board  
Meeting Minutes  
October 8, 2020**

Members in attendance included: Craig Zumbrun (Chair), Dennis Kunkle (Vice-Chair), Joe Downing, Mark Skehan, Mark Shermeyer, Ruth Robbins

Absent: Robyn Pottorff,

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

<b>AGENDA ITEM</b>	<b>DISCUSSION</b>	<b>ACTION/RESULT</b>
<b>Welcome and call to order</b>	The meeting was called to order at 6:00 pm.  The agenda was prepared by the HARB Consultant.	
<b>Changes to the Agenda</b>	--	--
<b>Minutes of September 24, 2020</b>	--	Motion to approve was made by Mr. Kunkle and seconded by Mr. Skehan. The minutes were approved with all in favor.
<b>Cases</b>	The following cases were presented.	The following applications were approved and tabled as described below.

**Case #1 - 320 E Market Street:** A request by the YWCA York for the replacement of 67 existing windows and the front door on the property.

**Discussion:** The applicant described that the proposed project will involve the replacement of 67 windows on the property with new, composite windows. The applicant noted that the windows were approved by HARB for use on another, similar project within the historic district. It was noted that the existing windows are wood sashes with storm windows. The window installer's representative noted that it would be difficult to reproduce the existing window in an all-wood sash, and Mr. Shermeyer noted that much of the lumber available today is usually a faster growth of inferior strength as compared to historic old growth lumber.

Mr. Shermeyer asked whether the replacements would be simulated divided lights and whether the frame, brickmold, and trim would be retained. The applicant confirmed and noted that none of the framing or trim would be wrapped or capped with any material, and that it would be scraped and repainted in the spring. It was also noted that the windowpane configuration would be replicated.

The Board noted that the proposal for the windows is appropriate.

Regarding the door, the applicant noted that the transom would be restored. The existing solid wood door will be replaced with a new door with eight lights and an arched motif. It was also noted that repairs to the masonry columns flanking the door would be made as needed.

Mr. Shermeyer noted that the design of the door is not appropriate to the character of the building. He noted that the paneling on the original doors match and are aligned to paneling in the door jamb, which is a classical element and a very deliberate decision made by the building's architect. He noted the building is high-style Georgian Revival. He noted that it would be most appropriate to keep the overall design of the three-paneled, solid wood door but combine the two upper panels into one divided light opening. He noted that the size of the lights should match the sizes of the lights in the windows.

Mr. Skehan asked whether it would be appropriate to convert the central panel in the designs to a divided-light opening, and Mr. Shermeyer noted that historically, they would have been likely to combine the two upper panels rather than alternating solid and open panels.

The applicant indicated that new drawings showing a revised concept would be resubmitted for further review.

**Motion:** Mr. Shermeyer moved to approve the proposal for the replacement of the windows as submitted, with composite windows matching the existing size and configuration of the historic windows and with no alterations to the window frames and moldings other than repainting, and to table the proposal for the replacement of the door pending submittal of drawings showing the revised configuration for further review.

**Additional Discussion:** N/A

**Vote:** 6-0; the application was approved and tabled with all in favor.

**Case #2 -122 S Pine Street:** A request by Wayne Freed for the replacement as needed of existing slate shingles on the roof of the bay window on the property.

**Discussion:** The applicant was not present. The Board reviewed the submitted photographs and noted that the roof appears to need more attention than just spot repairs, as proposed.

**Motion:** Mr. Zumbrun motioned to table the application due to the lack of sufficient information to determine whether the proposed repairs are appropriate. Mr. Shermeyer seconded.

**Additional Discussion:** N/A

**Vote:** 6-0; the motion to table is approved with all in favor.

**Case #3 -301 W Philadelphia Street:** A request by Josh Lutz for the installation of HVAC equipment on a concrete pad in the yard of the property.

**Discussion:** The applicant indicated that the proposed work would consist of upgrading the existing HVAC equipment. The ductwork will either be reused or replaced in the same location. The new equipment will be approximately the same size as the existing equipment, a few inches larger overall. A vinyl fence is proposed to screen the equipment from view.

Mr. Shermeyer noted that vinyl wouldn't be appropriate, and Mr. Zumbrun noted that wood or composite would be a good choice. Mr. Shermeyer noted that a straight or dog-eared wood fence, painted or stained, would be most appropriate. The applicant indicated that they would be willing to install a wood, rather than vinyl fence.

**Motion:** Mr. Kunkle motioned to approve the application as presented with the stipulation that the proposed fencing shall be a wood fence, with solid or dog-eared planks. Ms. Robbins seconded.

**Additional Discussion:** N/A

**Vote:** 6-0; the motion to table is approved with all in favor.

**Case #4 -634 S George Street:** A request by the YWCA York for the addition of three new window openings on the second story of the property.

**Discussion:** The applicant explained that the interior of the building is being partitioned to provide additional bedrooms to provide quarantine space, if needed in the home. The new windows are needed to provide light, ventilation, and egress for the newly made rooms. The replacement windows will match the existing, which are composite replacements on the façade that is visible from Cottage Place and vinyl replacements on the façade that faces another building. The composite and vinyl windows were approved by HARB and installed around 2015.

Mr. Shermeyer noted that he would be comfortable with the proposal as long as the new windows match the size and profile of the existing windows, and that they line up visually on the exterior. The design of the head trim and sills could either match the existing windows or be very simple as long as the window frames line up with their neighbors.

**Motion:** Mr. Kunkle motioned to approve the application as presented with the stipulation that the new windows align with the current configuration of the existing windows. Mr. Skehan seconded.

**Additional Discussion:** N/A

**Vote:** 6-0; the motion to approve the application is approved with all in favor.

**Other Business:** N/A

**Adjourning and next meeting**      **The meeting was adjourned at 6:55 pm the next scheduled meeting is set for Thursday October 22, 2020.**

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