



York Historical Architectural Review Board Meeting Minutes

October 30, 2025, | 101 S George St, York PA 17401

MEMBERS PRESENT	MEMBERS ABSENT	STAFF PRESENT
Dennis Kunkle, Chair Mark Shermeyer Mark Skehan Lauren McLane- Gross Carlos Santiago	Sarah O'Brien Craig Zumbrun, Vice Chair Blake Gifford	Nancy Griffin
AGENDA ITEM	DISCUSSION	ACTION/RESULT
Welcome and call to order.		Mr. Kunkle called the meeting to order at 6:04 PM.
Changes to the agenda		No Changes.
Minutes of previous meeting		Mr. Skehan made a motion to accept, Mr. Shermeyer 2nd. Unanimous.
Cases	The following case was considered as described below.	

Case #1 – 103 N. NEWBERRY ST.

REMOVE EXISTING HALF ROUND GUTTERS AND DOWNSPOUTS ON FRONT OF BUILDING; REMOVE EXISTING WOOD FACE BOARD AND WOOD SOFFIT BOARD AND WOODEN CORNICE BECAUSE OF ROTTEN FACE BOARD AND SOFFITT BOARD; REMOVE ANY LOOSE OR BROKEN SLATES AND REPLACE WITH NEW SLATE; INSTALL NEW WOODEN FACEBOARD AND SOFFIT BOARD INSTALL NEW SEAMLESS ALUMINUM 6" HALF ROUND GUTTER AND DOWNSPOUTS; INSTALL NEW CROWN MOLDING TO REPLACE INDIVIDUAL CORNICE PIECES UNDER SOFFITT.

Discussion:

Board started the discussion stating the applicant looks like you are talking about in-kind replacement of the half round gutters and downspouts, in-kind replacement of the deteriorated face board with wooden cornice where they are rotted. Applicant replied yes. Replacing broken slate with new slate as close as you can get. For face board components we will accept a composite. It does not need to be wood if you want to use wood that is fine. You are wanting to replace individual corner pieces of your soffit. Are you talking about replacing the brackets. Applicant stated yes. The board would like the brackets you are going to replace with in-kind. Applicant replied yes with crown molding under them. Replace with composite or something like in-kind. Board suggested several companies. Applicant stated facia, gutters, and slate is the work being done.

Action:

Mr. Skehan made a motion to accept the application as submitted to replace brackets with crown molding composite bracket similar to original, Ms. Gross 2nd.

Case #2 – 20 N. PENN ST.

REPLACE WINDOWS TO PROVIDE A COST-EFFECTIVE UTILITY SOLUTION FOR CITIZENS OF YORK

Discussion:

The applicant described various window styles present on the building, including six-over-six and one-over-one configurations. Members discussed the visibility of Penn Street and alley façades, agreeing that the primary concern was the street-visible sides.

It was noted that the existing sills and frames will be retained, repaired, and repainted.

Front (Penn Street) and alley façades: Six-over-six simulated divided light windows to match existing configuration. South and west façades: One-over-one windows acceptable due to limited visibility. Frames and sills: Existing materials to be repaired and repainted. Product: Crystal PVC windows with external simulated divided lights, dark bronze finish.

Action:

Mr. Shermeyer made a motion to approve the replacement of existing windows with Crystal PVC windows with simulated divided lights, retaining and repairing existing frames and sills, as amended, Ms. Gross 2nd.
Unanimous.

Case #3 – 413, 417, 423 W. MARKET ST.

THE EXISTING BUILDINGS ROOF AND CONDITION ARE IN NEED OF REPAIR. THERE IS ONE METAL ROOF WITH MANY PATCHES TO STOP LEAKS. I PROPOSE TO DORMER EACH ROOF ADDING A FULL 3RD FLOOR TO THE EXISTING BUILDINGS AND BRING THE 2 MIDDLE BUILDINGS EVEN WITH THE BRICK BUILDING TO GIVE A BETTER FAÇADE TO THE NEIGHBORHOOD. ADDED LIGHTING IN OVER THE DOORWAYS TO SOFTEN THE AREA. BEFORE AND AFTER PICTURES OF THE FACE OF THE BUILDING WILL GIVE A BETTER LOOK INTO WHAT THIS SECTION NEEDS TO BE BROUGHT UP MODERN AND ELEGANT. PLAN DETAILS FOR THE NEW LAYOUT AFTER THE COMPLETION OF THE WORK TO THE BUILDINGS.

Discussion:

The applicant explained that the project involves dorming the existing roofs to create usable full-height floor space, without adding a new story in

structural terms. The buildings are in the rear alley and have limited visibility.

Board members discussed the process, noting that projects of this magnitude require planning and zoning review prior to final HARB approval. The applicant indicated prior experience completing similar dormer additions at other York properties.

The Board expressed general support for the concept, acknowledging the buildings' altered character and the potential for improvement. Members agreed that one-over-one Crystal PVC windows, like those previously approved, would be acceptable for these structures.

Action:

Mr. Shermeyer made a motion to table the application pending City Planning and Zoning review and submission of final permit drawings, with the Board expressing support for the concept of adding shed dormers and use of one-over-one Crystal PVC window, Mr. Skehan 2nd. Unanimous.

Case #4 – 45 S. QUEEN ST. – NO SHOW

FRONT DOOR INSTALLING A 36X81 METAL STORM SECURITY DOOR.

Discussion:

The applicants were not present. The Board noted that the proposed design featured ornate “frilly” decorative work inappropriate to the building’s architectural style. Members agreed that a simpler full-view or vertical-bar design would be acceptable and could be reviewed at staff level if resubmitted. Nancy Griffin reached out to applicant 10-31 and left a VM.

Action:

No formal vote required. The Board requested that staff contact the applicants to encourage resubmission of a simplified door design for administrative approval. Submit full door glass.

Case #5 – 462-464 W. MARKET ST.

18,000 SQUARE FOOT CONVERSION OF ABANDONED BUILDING INTO 15 APARTMENTS FOR LOW-INCOME, SENIOR LIVING. EXISTING DECORATIVE GLASS TRANSOM TO BE REHABILITATED. WINDOW SASH REPLACEMENT WILL BE SET INTO EXISTING FRAMES ON ALL BAY WINDOWS FACING WEST MARKET STREET.

Discussion:

Applicant: RB Development, Philadelphia (in partnership with the YCEA and RDA)

Architect: Mark Shermeyer, AIA

Proposal: Restoration and adaptive reuse of a long-vacant commercial building into 15 affordable senior apartments (efficiencies and one-bedrooms). Project includes façade restoration and new accessibility improvements.

Mr. Shermeyer presented plans to restore the front façade, including stonework, stained glass transoms, and new storefront infill within existing openings. An accessible ramp will be added at the main entrance. Windows will be replaced with Andersen A-Series simulated divided light units, consistent with historic tax credit standards.

The east and west façades include limited window re-openings or modifications; most are minimally visible from public rights-of-way.

The south façade (Mason Avenue) will be reconstructed with a stucco finish over new masonry. Rear windows will include ventilation grilles for the garage area.

The Board discussed parking limitations; zoning variances have been granted recognizing the building's context and senior-housing use. The project has received substantial local and federal funding support.

Action:

Ms. Gross made a motion to approve the plans as presented, including façade restoration, storefront reconstruction, new Andersen A-Series windows with simulated divided lights, and all related exterior work as outlined by the architect, Mr. Skehan 2nd. Unanimous.

Adjournment

Mr. Kunkle adjourned the meeting at approximately 7:45 PM.

The next meeting 11-13-25

Minutes recorded by Nancy Griffin.