



**York Historical Architectural Review Board Meeting Minutes**

November 13, 2025, | 101 S George St, York PA 17401

| MEMBERS<br>PRESENT                     | MEMBERS ABSENT                                              | STAFF PRESENT                                                                                   |
|----------------------------------------|-------------------------------------------------------------|-------------------------------------------------------------------------------------------------|
| Dennis Kunkle, Chair                   | Sarah O'Brien                                               | Nancy Griffin                                                                                   |
| Mark Shermeyer                         | Lauren McLane-Gross                                         |                                                                                                 |
| Mark Skehan                            | Carlos Santiago                                             |                                                                                                 |
| Craig Zumbrun, Vice<br>Chair           |                                                             |                                                                                                 |
| Blake Gifford                          |                                                             |                                                                                                 |
| AGENDA ITEM                            | DISCUSSION                                                  | ACTION/RESULT                                                                                   |
| <b>Welcome and call<br/>to order.</b>  |                                                             | <b>Mr. Kunkle called the<br/>meeting to order at<br/>6:00 PM.</b>                               |
| <b>Changes to the<br/>agenda</b>       |                                                             | <b>No Changes.</b>                                                                              |
| <b>Minutes of<br/>previous meeting</b> |                                                             | <b>Mr. Skehan made a<br/>motion to accept, Mr.<br/>Shermeyer 2<sup>nd</sup>.<br/>Unanimous.</b> |
| <b>Cases</b>                           | The following case<br>was considered as<br>described below. |                                                                                                 |

### **Case #1 – 1 S. GEORGE ST.**

WORK INVOLVES THE UNDER-GROUND COMFORT STATIONS/RESTROOMS ON THE SQUARE, ADJACENT TO 1 S GEORGE ST. EXISTING RAILINGS/BALLUSTRADES WILL BE REMOVED AND PLACED IN STORAGE. EXISTING OPENINGS/UNDERGROUND STAIRS WILL BE STABILIZED AND PARTIALLY INFILLED WITH CONCRETE. A METAL HATCH WILL BE INSTALLED, REPLACING THE EXISTING PLYWOOD HATCHES.

#### **Discussion:**

- Dylan Bauer, Royal Square Development
- Brad Fisher, representing engineering coordination with CS Davidson and the City

#### **Summary:**

The applicants presented a proposal on behalf of the city regarding deteriorated concrete balustrades located at the southeast quadrant of Continental Square. The structures are over the former underground comfort stations and have suffered extensive deterioration. Safety concerns and structural deficiencies were discussed.

#### **Key points:**

- Balustrades are **crumbling** and repair is estimated in the **six-figure range**.
- Winter freeze–thaw cycles continue to accelerate deterioration.
- Proposal is to **carefully remove the balustrades and bronze handrails**, store them **within the comfort stations**, and **seal the openings** with metal access panels.
- Storage is intended to **preserve** the historic pieces for potential future reuse/restoration.
- The underground area requires reliable access for city electrical systems.

- Work is hoped to be completed prior to First Night York.

Board comments noted that:

- Only the **balustrades and railings** fall under HARB jurisdiction.
- The elements are too degraded to remain exposed safely.
- Protected storage constitutes an act of preservation.

**Action:**

*Mr. Kunkle made a motion to accept the application as submitted, Mr. Skehan 2<sup>nd</sup>. Unanimous.*

**Case #2 – 323 W MASON AVE.**

PROPOSED DEVELOPMENT PROJECT- BASIC DESCRIPTION  
WE WOULD LIKE TO DEVELOP THIS 4 STORY BUILDING INTO 9-12 APARTMENT RENTALS.THE EXTERIOR WILL BE REHABILITATED IN THE FOLLOWING WAYS. MASONRY WILL BE CLEANED AND REPOINTED AS NECESSARY. STEEL WINDOWS— WILL BE REGLAZED AS NEEDED AND PAINTED WITH LINSEED OIL PAINT IN GRAPHITE BLACK. ORIGINAL GARAGE DOOR (ON THE RIGHT, ON THE SIDE FACING MASON AVE) WILL BE REGLAZED AND PAINTED TO MATCH WINDOW FRAMES. TWO PASSENGER DOORS ON MASON AVE WILL BE REPLACED AS FOLLOWS. LEFT SIDE DOOR WILL BE REPLACED WITH COMMERCIAL INSULATED STEEL DOOR WITH SIDE LITE AND GLASS TRANSOM ABOVE. ADDRESS 03230 WILL BE SHOWN IN TRANSOM IN GOLD LEAF BORDERED IN BLACK. DOOR AND FRAME PAINTED TO MATCH WINDOW FRAMES IN GRAPHITE BLACK. MIDDLE DOOR LOCATED IN FORMERLY INFILLED GARAGE DOOR WILL BE REPLACED WITH COMMERCIAL INSULATED STEEL DOOR. INFILL WILL BE REPLACED WITH MORE APPROPRIATE WOOD TO MATCH OTHER GARAGE DOOR. PAINTED TO MATCH WINDOWS. -WINDOW BETWEEN TWO GARAGE DOOR OPENINGS ON MASON AVE WILL HAVE INFILL REPLACED WITH MORE APPROPRIATE WOOD TO MATCH GARAGE DOOR ON RIGHT. PAINTED TO MATCH EFFECT OF THE PROPOSED CHANGE UPON THE GENERAL HISTORIC AND ARCHITECT" OF CULTURAL NATURE OF THE DISTRICT [1731.09(A) OF THE "CODIFIED ORDINANCES OF YORK, PENNSYLVANIA]:

**Discussion:**

**Applicant:**

Owner/developer (name unclear from audio)

**Summary:**

The applicant is redeveloping a four-story former printing building into apartments. Proposed work includes:

- Replacement of deteriorated **passenger door** with a commercial steel door.
- Repainting of an existing garage door.
- Possible adjustment of an **infill garage opening** to allow gas meters to be safely recessed from vehicle path.
- Discussion of existing metal windows and use of interior storms.
- Elevator restoration is underway.

Mr. Shermeyer recused himself due to prior involvement.

**Action:**

*Mr. Gifford made a motion to accept the application as submitted, Mr. Kunkle 2<sup>nd</sup>. Mr. Shermeyer recused.*

**Case # 3 - 311 S. GEORGE ST.**

WE ARE REMOVING AND REPLACING THE CONCRETE SIDEWALK IN FRONT OF OUR CHURCH. THEY ARE IN FROM THE TOP OF THE STONE STEPS TO THE ENTRANCE OF THE CHURCH. THIS DOES NOT INCLUDE THE PUBLIC SIDEWALK. NOT DOING ANYTHING WITH THE STONE STEPS.

**Discussion:**

**Applicant:**

**Peter Siwik, Parish Manager**

**Summary:**

**This was a pre-application discussion seeking guidance for an upcoming large-scale window replacement project affecting:**

- **Parish office building**
- **Rectory (309)**
- **Former school building and gym**
- **Approximately 60–70 windows**

**Notes:**

- **Many existing windows were poorly installed and undersized (“shimmed”).**
- **Parish intends to restore openings to their full historic dimensions.**
- **Some previous replacements used aluminum units by GRAM.**

**Board guidance:**

**Board provided acceptable categories for future application:**

- **Composite-clad wood windows**
- **Fiberglass windows**
- **Aluminum-clad wood**
- **Full fiberglass (e.g., Andersen Fibrex, Marvin fiberglass)**

**Unacceptable: Vinyl windows**

**Board encouraged restoring full-height openings and noted historic evidence of past entrance configurations.**

**No motion required. Applicant will return with a formal submission.**

**Action:**

*Does not need approval for concrete work. Discussion on windows that they will be installing and will come back for approval when ready to install.*

**Case # 4 - 2 S. GEORGE ST.**

NEW SIGNAGE PACKAGE FOR GRANDPA JOES CANDY SHOP MOVING INTO THIS STORE LOCATION. THE PROPOSED SIGN PACKAGE INCLUDES: 2 SETS OF ILLUMINATED CHANNEL LETTERS, AT A TOTAL OF 39 SQUARE FEET EACH. THESE WILL BE INSTALLED ON BOTH STORE FRONTS, AS THIS IS A CORNER LOT. VINYL GRAPHICS FOR PARTIAL COVERAGE OF THE WINDOWS AND DOORS ARE ALSO BEING PROPOSED FEATURING GRANDPA JOES BRANDING AND ADVERTISING.

**Discussion:**

**Applicant:**

**Dr. Schwartz, Stoner Graphix**

**Proposal:**

- **Channel-letter signage**
- **Vinyl window graphics on Market Street and South George Street façades**

**Original plan included internally illuminated channel letters, which are not permitted under HARB guidelines.**

**Applicant presented an alternate design:**

- **Reverse-halo (backlit) channel letters mounted to an ACM backer**
- **Window graphics may be placed inside the glass (no HARB jurisdiction)**

**Board agreed to approve the revised signage approach.**

**Motion: Approve the application as amended with:**

- **Reverse-halo (backlit) channel letters instead of internally illuminated letters**
- **Window graphics to be mounted inside the windows (if placed outside, they are subject to the approval as given)**

**Action:**

*Mr. Shermeyer made a motion to accept the application as amended with halo back lit with graphics on outside of window, Mr. Gifford 2<sup>nd</sup>. Unanimous.*

**Case # 5 – 41 E. PHILADELPHIA ST.**

HAPPY FACE ON THE DOOR AND PAULES IN THE WINDOW.

**Discussion:**

**Action:**

*Does not need HARB approval signs on inside of window.*

**Adjournment**

Mr. Kunkle adjourned the meeting at approximately 6:33 PM.

**The next meeting 12-11-25**

Minutes recorded by Nancy Griffin.