



**York Historical Architectural Review Board Meeting Minutes**

January 22, 2026, | 101 S George St, York PA 17401

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

**Case #1 – 103 N. NEWBERRY ST. - TABLED**

REMOVE TWO STREET FACING WINDOWS, 1<sup>ST</sup> FLOOR AND INSTALL ONE LARGE FIXED WINDOW. INSTALL WHITE COMPOSITE WINDOW HAVE BEEN APPROVE BY HARB FOR PREVIOUS PROJECTS.

**Discussion:**

- Board expressed concern that combining two vertically proportioned windows into a single horizontal opening would alter the historic façade proportions and disrupt the rhythm of the rowhouse.
- The building is historically residential with three vertical bays; altering this configuration conflicts with design guidelines.
- Board emphasized preservation of vertical window proportions and overall historic character.
- Applicant advised that structural changes would require engineered plans and professional design drawings.
- Board encouraged consultation with a design professional and review of York City Historic Design Guidelines.
- Board acknowledged that a historically appropriate storefront *may* be possible if properly designed, but current proposal lacked sufficient detail.

**Action:**

*Mr. Skehan made a motion to table, pending submission of professionally prepared drawings demonstrating a historically appropriate design consistent with façade proportions. Mr. Shermeyer 2<sup>nd</sup>. Unanimous.*

**Case #2 – 29 S. QUEEN ST.**

FIRE DAMAGED BASEMENT LEVEL FACADE WINDOW. WINDOW FRAME WILL BE REPAIRED TO RETAIN HISTORIC TRIM AND THE WINDOW REPLACED.

**Discussion:**

- Fire damage required immediate repair.
- Replacement windows will match existing approved windows.
- Restoration of remaining original wood trims where feasible.
- Applicant noted prior positive experience with certificate of appropriateness process.

**Action:**

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

**Case #3 – 305, 309, 311 S. GEORGE ST.**

REPLACE EXISTING DETERIORATED WINDOW UNITS AT THE CHURCH AND RETURNED TO THEIR ORIGINAL HISTORIC OPENING SIZES AND PROPORTIONS.

**Discussion:**

- Many existing windows are non-original vinyl or infilled with plywood.
- Board acknowledged budget constraints for large-scale window replacement.
- Proposed windows to match original opening sizes and grid patterns.
- Simulated divided lights required where historically appropriate.
- Existing panel mullions and frames in gymnasium windows to be retained and restored.
- No full exterior wrapping of historic wood frames; flashing permitted as necessary.

**Action:**

*Mr. Zumbrun made a motion to accept the application original openings are restored Simulated divided lights match existing patterns historic frames and mullions are retained and restored where present no full wrapping of historic frames; appropriate flashing allowed, Mr. Shermeyer 2<sup>nd</sup>. Unanimous.*

**Adjournment**

Mr. Kunkle adjourned the meeting at approximately 6:39 PM.

**The next meeting 2-12-26**

Minutes recorded by Nancy Griffin.