



**York Historical Architectural Review Board Meeting Minutes**

April 9, 2026, | 101 S George St, York PA 17401

<b>MEMBERS PRESENT</b>	<b>MEMBERS ABSENT</b>	<b>STAFF PRESENT</b>
Dennis Kunkle, Chair Mark Shermeyer Craig Zumbrun, Vice Chair Carlos Santiago Sarah O'Brien	Lauren McLane-Gross Mark Skehan Blake Gifford	Nancy Griffin Becky Zeller – consultant

<b>AGENDA ITEM</b>	<b>DISCUSSION</b>	<b>ACTION/RESULT</b>
<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 – 137-145 W. PHILADELPHIA ST.**

Installation of new AC outdoor condenser along the rear (north) elevation of the building on a composite pad. Electrical disconnect will be located on the exterior wall.

**Discussion:**

- Condenser will have minimal visibility from the public right-of-way
- Located on a secondary elevation

**Action:**

Mr. Shermeyer made a motion to accept the application as submitted Ms. O'Brien 2<sup>nd</sup>. Unanimous.

**Case #2 – 215-227 S. BEAVER ST.**

In-kind replacement of existing exterior condensing units of the roof of the school and on grade between the school and the church.

**Discussion:**

- Units to remain in same general size and location
- Visibility and impact minimal
- Work consistent with existing conditions

**Action:**

Ms. O'Brien made a motion to accept the application as submitted Mr. Shermeyer 2<sup>nd</sup>. Unanimous.

**Case #3 – 464 W. PHILADELPHIA ST.**

Furnish and install an ADA compliant VPL vertical platform lift and wooden overlay on existing porch.

**Discussion:**

- Necessary for accessibility. Accessibility cannot be provided on a secondary elevation as the accessible parking space is in the front of the building along the street.
- Installation is reversible with no damage to historic structure.

**Action:**

Mr. Zumbrun made a motion to accept the application as submitted with noting, work is reversible, no damage to historic fabric, necessary for accessibility Mr. Shermeyer 2<sup>nd</sup>. Unanimous.

**Case #4 – 215 S. PINE ST.**

Replacement of existing vinyl siding with new vinyl siding. Replacement of two original 2/2 wood double-hung windows on the rear elevation with new Wincor aluminum double-hung windows.

**Discussion:**

- Building was inappropriately altered with vinyl windows and vinyl siding over the original brick in the past. The proposed work is to repair these existing conditions.
- The work is required to make the building safe and weather tight to receive an occupancy permit.
- The replacement windows are minimally visible from public alley.
- Replacement windows are approved despite not matching the historic configuration. The vinyl siding is inappropriate for the Historic District but is being allowed since vinyl siding is already present on the building. This approval is not meant to set a precedent and is only allowed because of the condition and prior alterations to the building.

**Action:**

Ms. O'Brien made a motion to accept the application as submitted with conditions:

- Approval does not set precedent
- Recognition that structure has been substantially altered
- Work is necessary for stabilization

Mr. Shermeyer 2<sup>nd</sup>. Unanimous.

- Administrative / Procedural Discussion
- Application Materials & Process Improvements
- Board requested clear, concise application packets, including:
  - Photos
  - Relevant drawings
  - Material specifications
- Preference for printed photos in addition to digital displays
- Emphasis on complete submissions to reduce meeting time
- Consultant Role
- Consultant to:
  - Provide recommendations and analysis
  - Answer board questions when needed
  - Avoid over-participation to maintain impartiality
- Board may request clarification or expert opinion during discussion
- Communication with Applicants
- Applicants should receive:
  - Consultant recommendations prior to meetings
  - Clear expectations for submissions
- Early communication encouraged to avoid incomplete or inappropriate applications
- Documentation & Recordkeeping
- All materials organized by:
  - Date
  - Property address
- Files include:
  - Applications
  - Photos
  - Minutes
  - Certificates of Appropriateness (COAs)

- Resolutions
  - Future Considerations
  - Some in-kind replacements (e.g., HVAC) may qualify for staff-level review rather than full board review

### **Adjournment**

Mr. Kunkle adjourned the meeting at approximately 6:44 PM.

### **The next meeting 4-23-26**

Minutes recorded by Nancy Griffin.