



York Historical Architectural Review Board Meeting Minutes

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

MEMBERS PRESENT	MEMBERS ABSENT	STAFF PRESENT
Dennis Kunkle, Chair	Carlos Santiago	Nancy Griffin
Blake Gifford	Mark Skehan	Becky Zeller
Mark Shermeyer	Sarah O'Brien	
Craig Zumbrun, Vice Chair		

AGENDA ITEM	DISCUSSION	ACTION/RESULT
Welcome and call to order.		Mr. Kunkle called the meeting to order at 6:00 PM.
Changes to the agenda		No Changes.
Minutes of previous meeting		Mr. Zumbrun made a motion to accept Mr. Gifford 2nd. Unanimous.
Cases	The following case was considered as described below.	

Case #1 – 158 S. PERSHING AVE.

REPLACEMENT OF TWO DAMAGED WINDOWS ON THE SECOND STORY OF THE BUILDING. ONE WINDOW IS LOCATED ON THE LEFT SIDE OF THE ORIEL ON THE FRONT OF THE BUILDING AND THE OTHER ON THE SOUTH SIDE OF THE BUILDING. THE EXISTING WINDOWS ARE HISTORIC WOOD WINDOWS WITH 1/1 CONFIGURATION. THE REPLACEMENT WINDOWS WILL BE THE SAME DIMENSIONS AS THE EXISTING. INFORMATION ON THE MATERIAL AND CONFIGURATION OF THE NEW WINDOWS WAS NOT PROVIDED. THE BAY WINDOW IN FRONT OF THE BUILDING HAS DAMAGED WOOD/HOLES AND CANNOT BE REPAIRED. WE ARE REPLACING IT WITH THE SAME SIZE WINDOW 28x80. THE KITCHEN WINDOW IN UNIT 2 FRONT HAS LARGE GAPS AND NEEDS TO BE REPLACED. THIS WILL BE REPLACED WITH THE SAME WINDOW SIZE THAT IS DAMAGED 35x84. BOTH WINDOWS WILL BE TRIMLINE ALL WOOD WINDOWS. THESE WINDOWS ARE DOUBLE HUNG AND WILL FIT THE COMPLETE OPENING.

Discussion:

The applicant requested approval to replace two damaged wood windows, including one window within the oriel bay. A representative for the property manager appeared on behalf of the owner and explained that the owner intended to complete the work. The proposed replacement windows were identified as Trimline All Wood double-hung windows.

Board members expressed concern that only one window within the three-window oriel would be replaced, resulting in a noticeably inconsistent appearance. The consultant noted that requiring replacement of windows that are not damaged is inconsistent with Historic Preservation best practices. The Board also questioned whether the damaged windows could be repaired rather than replaced, noting that historic wood windows can often be restored by repairing deteriorated wood and replacing broken glass while retaining the original sash and frame.

After discussion, the Board concluded that repair should be attempted before replacement.

Next Steps:

City Council is on summer break project deemed approved with conditions.

Action:

Mr. Zumbrun made a motion to accept application with conditions; the applicant shall first attempt to repair the existing historic windows, including repair of deteriorated wood and replacement of broken glass where feasible, if repair is determined not to be feasible, replacement with custom-sized all-wood Trimline windows matching the existing dimensions and sash configuration is approved, existing storm windows shall be reinstalled over the replacement windows to maintain a consistent exterior appearance, Mr. Kunkle 2nd. Unanimous.

Case #2 – 238 E. POPLAR ST.

THE EXISTING MODERN PORCH, CONSTRUCTED OF WOOD WITH METAL RAILING, WILL BE DEMOLISHED. A NEW PORCH, CONSTRUCTED OF PRESSURETREATED WOOD, WILL PROVIDE ACCESS TO THE EXISTING ENTRANCE. TO AVOID OBSTRUCTING THE SIDEWALK, THE PORCH STAIRS WILL RUN PARALLEL TO THE STREET. A STAIR LIFT WILL BE INSTALLED ALONG THE EXTERIOR WALL.

Discussion:

The applicant requested approval to reconstruct the existing front porch and install an exterior stair lift to provide accessibility for the homeowner. The original proposal for a vertical platform lift was determined to be infeasible because of site constraints. The revised proposal included rebuilding the front porch with side access steps and installing a stair lift.

The Board discussed the importance of making the installation reversible and minimizing impacts to the historic building. Members requested additional details regarding the final design, including construction drawings showing the porch, stair lift, railings, and relationship to the existing gas meter. The Board also requested that the stair lift be supported by independent framing rather than attached directly to the historic masonry.

The Board acknowledged that accessibility improvements are required, accessibility cannot be provided on the rear of the building, and that the existing porch is not historic.

Next Steps:

City Council is on summer break project deemed approved with conditions.

Action:

Mr. Zumbrun made a motion to accept the application with conditions below. Kunkle 2nd. Unanimous.

Approve the application conceptually, subject to review and approval of final architectural and/or engineering drawings by the City's historic preservation consultant, with the following conditions:

- Accessibility improvements are approved because rear access is not feasible.
- The installation shall be fully reversible.
- Painted wood construction shall be used for the porch reconstruction.
- Railings shall be metal or aluminum designed to replicate the appearance of traditional iron railings.
- The stair lift shall be supported by independent framing and shall not damage or be directly attached to the historic masonry.
- Final construction details shall be reviewed by the City's consultant prior to permit issuance.

Other Business

Staff asked whether the World War II monument located on Continental Square had previously been reviewed by HARB during its installation.

Board members concluded that freestanding monuments and statues are generally exempt from HARB review under the City's ordinance and therefore likely would not have required approval.

The City Lancaster contacted staff regarding the installation of string lights within the HARB district, such as those located on Philadelphia Street near Central Market. Staff requested guidance from the board about whether temporarily lighting is typically approved by HARB.

The Board concluded that temporary string lighting suspended between buildings does not constitute a building or structure requiring HARB review. Members further commented that the lighting enhances the streetscape and improves pedestrian safety. The Historic Preservation consultant will respond to the Lancaster inquiry.

The Consultant requested guidance regarding increasing inquiries about murals within the Historic District.

The Board discussed previous mural projects and reaffirmed that HARB's review should focus on preservation issues, including methods of attachment to historic masonry and ensuring installations are reversible where appropriate. The Board agreed it should not regulate artistic style, subject matter, or paint colors, noting that paint colors have historically not been regulated because they can be changed over time.

Adjournment

Mr. Kunkle adjourned the meeting at approximately 6:42 PM.

The next meeting 7-23-26

Minutes recorded by Nancy Griffin.