



York Historical Architectural Review Board Meeting Minutes

August 27, 2026, | 101 S George St, York PA 17401

MEMBERS PRESENT	MEMBERS ABSENT	STAFF PRESENT
Dennis Kunkle, Chair Blake Gifford Mark Shermeyer Sarah O'Brien Mark Skehan Craig Zumbrun, Vice Chair-via teams Lauren Mclane- Gross	Carlos Santiago	Nancy Griffin Becky Zeller
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. Shermeyer made a motion to accept Mr. Gifford 2nd. Unanimous.
Cases	The following case was considered as described below.	

Case #1 – 172 S. PINE ST.

New 10 x 4 rear porch to replace existing, non-historic porch that was damaged in a fire. The new porch will be constructed of pressure-treated glulam beams with wood picket railing.

Discussion:

This case was discussed at the 7/23/26 meeting, however there was no quorum. The case is being presented for a vote only.

Next Steps:

The Certificate of Appropriateness will be presented at the City Council Meeting on 9/1/26.

Action:

Mr. Gifford made a motion to accept the application as submitted, Ms. O'Brien 2nd. Unanimous

Case #2 – 1 S. GEORGE ST

Installation of mural on the south and east elevations of the building.

Discussion:

A representative of Royal Square Construction and Development presented an application requesting approval to install two murals on the south and east façades of 1 South George Street, associated with the Mural Arts Hotel project.

The representative explained that the fourth and fifth floors were reconstructed years after the original building and that the proposed murals would be located on the south and east walls. The Board discussed the visibility of the walls. The murals will not be visible from Continental Square.

Next Steps:

The Certificate of Appropriateness will be presented at the City Council Meeting on 9/1/26.

Action:

Ms. O'Brien made a motion to accept the application as submitted, Mr. Shermeyer 2nd. Unanimous

Case #3 - 35 N PENN ST

Installation of roof-mounted 12-panel solar system on the front and rear roof planes of the building's gable roof. A 3.8kw inverter will also be installed.

Discussion:

The applicant was not present. The Board discussed the application, which had previously been placed on the agenda but had not been heard because the applicant did not appear.

Staff confirmed that there had been communication with the applicant. The Board discussed whether to continue carrying the item on future agendas without confirmation from the applicant.

Next Steps:

The application will not be placed on the agenda until the applicant or a representative confirms that they wish to proceed. The consultant will contact the applicant.

Action:

Ms. O'Brien made a motion to table the application until the applicant confirms their attendance at a meeting. Mr. Skehan 2nd. Unanimous.

Case #4 - 105 SPRINGETSBURY AVE.

Window replacement and rear addition construction.

Discussion:

The applicant presented a proposal involving restoration and rehabilitation of a historic residential property constructed in approximately 1905. The applicant explained that the property had undergone significant modifications, particularly during a 1947 renovation that converted the building into two apartments.

The goal of the project is to restore the property to a more historically appropriate appearance while reconstructing the rear addition. Proposed work includes window replacement and modifications to the side and rear elevations to improve their appearance and better reflect the architectural character of the original structure.

The Board discussed the proposed window work and exterior modifications. The applicant indicated that the project is intended to retain and restore as many historic features as practical.

Next Steps:

The Certificate of Appropriateness will be presented at the City Council Meeting on 9/1/26.

Action:

Mr. Skehan made a motion to accept the application as submitted, Mr. Shermeyer 2nd. Unanimous

Case #5 - 110 N. GEORGE ST.

Replacement of existing wood windows on the south, north and west elevations.

Discussion:

Representatives of the property owner and condominium association presented an application for replacement of windows on the side and rear elevations of the building.

The applicant explained that many of the existing windows had been replaced during earlier rehabilitation work and that numerous windows are

now deteriorated. Several windows have been covered with boards because of their condition.

The applicant stated that the building has undergone substantial exterior maintenance, including extensive repointing, and that access to the exterior is difficult because access to the sides of the building is only possible from the roof and materials cannot be moved efficiently through the building. The applicant therefore proposed performing the window replacement from the interior.

The proposal calls for vinyl replacement windows intended to match the configuration of the existing windows. Due to the size of several windows, some of the largest units would need to be divided into three sections, with the upper section being fixed, then a traditional double hung window below it.

The applicant also proposed aluminum wrapping of existing windowsills, jambs, and headers. Board members discussed concerns regarding wrapping historic wood because moisture can become trapped behind the material and contribute to deterioration. The board recommended replacing deteriorated wood with composite pieces rather than wrapping the wood. The applicant stated that the contractor's scope includes removal and replacement of deteriorated material and that composite materials could be considered where appropriate.

The Board also discussed the visibility of the windows from public streets and ways, including the parking garage and an alley. The applicant noted that most of the windows are not visible from public streets, while a limited number of fourth-floor windows have some visibility from George Street. The board did not feel that visibility from the rear "Trash Alley" or the parking garage should be considered.

The Board discussed the proposed window color. The applicant initially proposed white vinyl windows but indicated a willingness to use an almond or other subdued color more consistent with the existing appearance of the building.

Next Steps:

The Certificate of Appropriateness will be presented at the City Council Meeting on 9/1/26.

Action:

Mr. Gifford made a motion to accept Ms. Obrien 2nd with the following conditions/comments:

- Use composite material, where feasible, for replacement of deteriorated wood sills or trim.
- Explore a darker or more subdued window color, such as almond or a similar shade, rather than stark white.

The Board noted that although vinyl windows are not typically approved, the approval was based on the limited visibility of the affected windows from public streets and the applicant's willingness to consider a more appropriate window color.

Case #6 - 29 & 31 S. QUEEN ST.

Replacement of handrails and installation of basement window grilles.

Discussion:

The applicant presented a proposal to replace existing exterior handrail and window security bars.

The existing components were described as deteriorated and likely dating from alterations made several decades ago. The applicant proposed new elements that would complement existing architectural features while providing improved security and safety.

The Board reviewed the submitted drawings and noted the recommendation of the applicant's consultant that the proposed alterations were appropriate.

Next Steps:

The Certificate of Appropriateness will be presented at the City Council Meeting on 9/1/26.

Action:

Ms. O'Brien made a motion to accept the application as submitted, Mr. Gifford 2nd. Unanimous

Case #7 - 232 N. GEORGE ST.

Replacement of five wood windows on east elevation.

Discussion:

The applicant was not present when the case was initially called. The Board agreed to return to the matter if the applicant arrived later.

At the end of the meeting, the item was subsequently discussed for tabling. The Board agreed to table the application until the September meeting, or until the applicant or representative communicates regarding whether they wish to proceed.

Next Steps:

The consultant will contact the applicant to confirm their attendance at the 9/10/26 board meeting.

Action:

Ms. Gross made a motion to table Mr. Shermeyer 2nd. Unanimous.

Case #8 - 318-322 E. POPLAR ST

Creation of three 36x48 window openings on west elevation and installation of vinyl windows.

Discussion:

The applicant presented a proposal to reopen three existing openings on the first floor of the rear/side elevation of the building and install windows.

The applicant explained that the openings had previously contained windows but had subsequently been closed. The proposed windows would serve bedrooms associated with the residential units.

The Board discussed the location of the windows and their limited visibility from the public way. The Board also discussed the use of vinyl versus composite windows and recommended that the applicant investigate composite options, including the Anderson 100 Series, where financially feasible.

Next Steps:

The Certificate of Appropriateness will be presented at the City Council Meeting on 9/1/26.

Action:

Mr. Gifford made a motion to accept. Ms. Gross 2nd, with a recommendation that the applicant investigate composite window options. Unanimous.

Case #9 - 340 E. MARKET ST.

Replacement of wood fence with new, 6' vinyl fence.

Discussion:

A representative of Future Solutions Fence presented an application on behalf of Asbury Church to replace an existing deteriorated wooden fence.

The proposed fence would be approximately six feet high and constructed of vinyl with steel-reinforced posts. The proposed color, described as an adobe/dark tan-gray tone, was discussed and considered compatible with the surrounding materials.

Next Steps:

The Certificate of Appropriateness will be presented at the City Council Meeting on 9/1/26.

Action:

Mr. Skehan made a motion to accept the application as submitted, Ms. Gross 2nd. Unanimous

Case #10 - 39 S. BEAVER ST.

Repair and replacement of existing EPDM roof and installation of 42" metal safety railing around the edge of roof.

Discussion:

Representatives presented a proposal associated with a roof restoration project at the Verizon facility.

The project involves installation of safety railing around portions of the roof perimeter. The front parapet is approximately 60 inches high and therefore does not require railing in that location. On the remaining sides, the proposed railing would be set back from the parapet sufficiently so that it is not visible from the surrounding streets where possible.

The proposed railing is approximately 42 inches high and would consist of pipe railing mounted in weighted bases. No penetration of the roof would be required.

The Board discussed railing color. The applicant presented several options and indicated that a light gray color would provide the least visual impact.

Next Steps:

The Certificate of Appropriateness will be presented at the City Council Meeting on 9/1/26.

Action:

Ms. Gross made a motion to accept application, with the condition that the railing color is grey. Mr. Gifford 2nd, Ms. O'Brien abstained.

Administrative Approvals

The consultant presented the list of administrative approvals completed in August.

56 S NEWBERRY ST – In-kind repair of storefront window after vandalism damage.

104 S. PERSHING AVE – Removal of existing deteriorated wood and framing on the oriel window and replacement with in-kind materials. Repainting of entire façade.

The project was originally proposed as a non-in-kind replacement. Due to timing concerns, the applicant revised the proposal to an in-kind replacement of the panel, trim, and related elements, allowing staff approval.

335 W PHILADELPHIA ST – In-kind repair of rear steps to meet code requirements.

337 & 343 W MARKET ST – Installation of vinyl signage on storefront glass and modern side window. The signage is larger than normally permitted by HARB guidelines but was considered temporary, reversible, and did not advertise a commercial product or service. A sign permit is also required.

375 W Philadelphia ST – EXEMPT – Installation of standing seam metal roof on rear ell addition. Work is not visible from the public right-of-way.

52 W. PHILADELPHIA ST – EXEMPT Installation of temporary banner is exempt. Consultant is continuing to work with applicant on approvable signage and a new door.

124 S. NEWBERRY ST – In-kind replacement of wood fence.

Administrative Procedures

Staff discussed a new process for managing HARB applications and agendas. Applicants will be contacted regarding their cases and will be expected to respond before an item is placed on a future agenda. This is intended to reduce instances of applications remaining on the agenda when applicants are not prepared to proceed. The consultant will handle application reviews, applicant communication, agenda creation, COA completion, and meeting minute review.

Staff will continue preparing copies of materials for Board members, and preparing meeting minutes.

Other Business/Public Comment

An opportunity for public comment was provided. No additional public comment was recorded.

Adjournment

Mr. Kunkle adjourned the meeting at approximately 6:57 PM.

The next meeting 9-10-26

Minutes recorded by Nancy Griffin.