MINUTES

**HARRISBURG ARCHITECTURAL REVIEW BOARD**

**REGULAR MEETING**

**October 7, 2019**

**THE MARTIN LUTHER KING, JR. CITY GOVERNMENT CENTER**

**PUBLIC SAFETY AUDITORIUM, ROOM 213**

**MEMBERS PRESENT:** Andrew Knee, Chair

Trina Gribble**,** Vice Chair

 Anne Montgomery, Assistant Codes Administrator

 Neil Heffelfinger

 Jeremiah Chamberlin

**MEMBERS ABSENT:** Camille Bennett

 April Rucker

**STAFF PRESENT:** Frank Grumbine, Historic Preservation Specialist and Archivist

 Tiffanie Baldock, Senior Deputy City Solicitor

**OTHERS PRESENT:** See attendance signature sheet

**CALL TO ORDER: 6:02 PM**

**APPROVAL OF MINUTES:**

Mrs. Montgomery moved, and Mrs. Gribble seconded the motion, to Approve the September 9th minutes. The Board approved the motion to Approve minutes from the September meeting by unanimous vote (5-0).

**OLD BUSINESS:** N/A

**NEW BUSINESS:**

1. **1308 North 3rd Street, filed by Dustin Malesich, to install an aluminum framed awning with a canvas cloth.**

Mr. Grumbine gave a synopsis of the case report recommending the request be Approved for the following reasons:

1. The awning will be in conformance with the commercial nature of North 3rd Street and will not detract from the facade of the structure.

2. The building has been severely altered where few remaining historic materials exist; therefore, no significant historic architectural features will be altered.

The case was represented by Dustin Malesich, 504 North 13th Street Harrisburg 17103, (aka “the Applicant”).

Mr. Knee asked Mr. Grumbine to confirm that there were no conditions for the recommendation for approval. Mr. Grumbine confirmed that there were no conditions recommended.

Mr. Knee asked the Applicant whether they had anything to add to the proposal. The Applicant stated that he had brought a sample of the material for the awning. Mr. Knee asked whether the awning would be attached to the brick veneer on the front. The applicant stated that it would be secured to the brick veneer.

Mr. Knee asked if there were any public comments regarding the case. There were no comments.

Mrs. Gribble moved, Mr. Chamberlin seconded the motion to Approve. The motion was adopted with a unanimous vote (5-0).

**2 116 & 124 Pine Street, filed by Bradley Jones of River & Pine, LLC, to install an internally illuminated sign between the two structures on Pine Street and to add a stair extension on the north elevation of 116 Pine Street.**

Mr. Grumbine gave a synopsis of the case report recommending the request be Approved with the following conditions:

1. The sign shall be contiguous in design and will only feature the proposed white text rather than two different fonts.

2. The proposed sign shall not exceed 60 square feet in area.

3. The Applicant shall receive approval from the Zoning Hearing Board for a variance/special exception for the sign.

4. The sign shall be anchored through mortar joints.

5. The design of the stair extension shall include brick such as a false water table, belt courses, or quoins to maintain architectural continuity with the primary structure.

The case was represented by Brad Jones of River and Pine, LLC (the property owner), 320 Market Street, Suite 273, Harrisburg, PA 17101; and Kathryn Sterner with ByDesign Consultants Inc. (the project architect) 620 Belvedere Street Carlisle, PA 17013 (aka “the Applicants”).

Mr. Grumbine stated that some of the conditions may be nullified due to the change in the sign design provided by the Applicant prior to the beginning of the meeting.

Mr. Knee asked the Applicant whether they had anything to add to the proposal. The Applicant stated that they wanted to create two different themes to reflect the interior design styles within the apartments. Mr. Chamberlin asked whether the font has changed. The Applicant stated that the font is the same on each side of the sign but the colors are different.

Mr. Knee stated that HARB cannot regulate color therefore the first condition may not be applicable. Mrs. Baldock agreed and stated that color cannot be regulated. Mr. Grumbine stated that he meant in the condition that the font should be the same not the color. Mr. Chamberlin stated that the white font is far more visible from a distance than the woodgrain font. The Applicants stated that only the letters will be illuminated, not the entire sign.

Mr. Knee stated that first condition needs to be removed. Mr. Grumbine acknowledged that he will remove the first condition.

Mr. Knee asked if there is corrugated aluminum between the two buildings. The Applicants stated that there is corrugated aluminum between the buildings but that the brackets of the sign will be fastened to the brick, not the aluminum seam.

Mr. Knee stated that there is a condition that the sign shall be anchored through mortar joints, and asked the Applicants whether this condition can be met. The Applicants stated that it would be tedious to perform, but it can be done. Mr. Heffelfinger stated that it likely won’t matter because of the size of the anchors that will be used for the sign will damage brick regardless.

Mr. Chamberlin said that most people would not notice the stair extension from the ground. Mr. Knee asked the Applicants if the entire extension would be composed of corrugated metal, the Applicant responded that it would be. Mrs. Gribble asked if the parapet will be extending, the Applicant said that the structure will be on top of the parapet due to the location of the existing stairs.

Mr. Knee stated he feels the proposed design of the stair extension is fine and does not need condition five from the Planning Bureau. Mr. Chamberlin stated that he has no strong opinion either way.

Mr. Knee opened up the discussion for public comment. There were no comments.

Mrs. Gribble moved to Approve with conditions two and three, Mrs. Montgomery seconded the motion to Approve. The motion was adopted with a unanimous vote (5-0).

**OTHER BUSINESS:**

1. **Discussion on historic district regulations and public outreach meeting on October 28th.**

Mr. Knee asked whether there were any other issues that need to be discussed. Marc Kurowski, 1421 North Front Street, Harrisburg, PA 17102, stated that he wanted to get the Board’s opinion on a specific issue. Mr. Knee asked Mrs. Baldock whether they had to make a motion to add the issue to the agenda.

Mr. Chamberlin moved, Mrs. Gribble seconded the motion to add Mr. Kurowski’s issue to the agenda. The motion was adopted with a unanimous vote (5-0).

Mr. Knee stated that the Board tried to meet the previous week to discuss the outreach meeting but were unable to do so due to legal issues, thus the discussion was postponed.

Mr. Knee stated that sections of the Power point are being developed for the event. Mr. Knee stated Mr. Jeb Stuart will discuss the history of historic districts, Mr. Grumbine will discuss the benefits of historic preservation, Mrs. Gribble will discuss typical issues the Board faces, and Mr. Knee will discuss issues regarding the historic district guidelines update.

Mr. Knee asked the Board who will be able to attend. Mr. Chamberlin stated that he is unaware of the event and doesn’t check his email. Mr. Heffelfinger said that he is unable to attend.

Mr. Knee asked if anyone was able to take notes at the meeting. Mrs. Montgomery volunteered and stated she would take notes.

Mrs. Baldock stated that if the Board is reviewing a document it must be printed out or be publicly viewable and stated that they can talk informally about the document but can’t agree to make any real changes. Mrs. Gribble stated that the Board is not altering a document and is just a working through a presentation.

Mr. Knee said the meeting is a public forum about historic preservation and community building hosted by Historic Harrisburg Association. Mr. Knee read the Power point slides and reviewed the progress that has been made by the presenters. Mr. Chamberlin suggested that there should be a section which covers what falls outside of HARB purview. Mr. Grumbine and Mr. Knee both stated that they have added many more slides to the presentation which will be included for the presentation.

Mr. Knee said that he feels it is important to have a discussion to solicit information about which districts are represented at the event. Mr. Chamberlin and Mr. Grumbine both agreed that it may be beneficial to have a paper survey for people who don’t feel comfortable speaking in public.

Mr. Knee asked Mr. Morrison of Historic Harrisburg Association whether HHA has the means to give a projected presentation. Mr. Morrison responded that they are able to project the presentation but HARB needs to bring their own computer.

Mrs. Gribble stated that she will provide a finalized version of the presentation via a PDF file for other board members to review. Mr. Knee stated that he would like a digital version for individuals to search their property in relation to historic districts. Mr. Grumbine stated that the Planning Bureau already has that tool. Mr. Knee said he wants to include it into the presentation.

Mrs. Gribble wanted to finalize the HARB’s new mission statement and goals. Mrs. Gribble read the mission statement and Mr. Chamberlin stated that it sounds correct. Mr. Knee said he also likes the mission statement. Mrs. Gribble said that she wants community members to understand the true purpose of HARB. Mr. Chamberlin said that the process of HARB approval should be reviewed at the meeting. Mr. Knee agreed and said that will be included in the presentation.

David Morrison stated that Jeb Stuart would be at the meeting and is willing to present. Mr. Morrison handed out a list of questions to consider and the HHA advertisement which was published in “The Burg” magazine. Mr. Morrison said that the outreach meeting is HARB’s program and that HHA is just helping to facilitate the program. Mr. Morrison said that HARB needs to retain the correct audience and have as much input as possible.

Mr. Knee encouraged the Board members to make announcements on social media to publicize the event. Mrs. Gribble stated that it would be beneficial to talk about the successes that HARB has facilitated. Mrs. Gribble read through the questions that Mr. Morrison had provided to make sure that the presentation is successful. Mrs. Gribble said that the Board needs to solicit feedback and then to use that information to update the guidelines.

Mr. Knee wants to discuss updating materiality of materials and wants to modernize the process of HARB and allow for the culture to be more progressive. Mr. Morrison said if windows should be a topic of itself, then HHA would be willing to have additional meetings regarding more specific preservation needs in the future. Mr. Knee said that they should discuss their schedule going forward for a timeline for the guidelines and would like to have an appendix for administratively approved materials to streamline the process for residents.

Mr. Knee asked Mr. Grumbine to find out if the Board can use the projector in the room to display the presentation. Mr. Grumbine said he will contact IT department and find out if they are able to use it.

Mr. Knee said there has been very little progress on the guideline revisions and beginning in November the Board will be reviewing each section in order. Mr. Knee said at the meeting he will limit public responses to two minutes to control the meeting and give time for everyone to speak. Mrs. Gribble said they can pass out cards for public comments. Mr. Heffelfinger said the Board should have a form on the website to gain input. Mrs. Baldock said a City employee can make an online form for input. Mrs. Gribble asked Mr. Grumbine if there is money in the Planning Bureau’s budget to pay for food at the event. Mr. Grumbine said it is unlikely that will happen, but is not sure.

Mr. Knee read several questions which he plans on soliciting information from attendees from the public event. Mrs. Montgomery said there should be a question about what people like about living in historic districts. Mr. Heffelfinger said there should be a question regarding civic pride. Mr. Knee said that he would like to solicit information regarding what residents feel about what makes Harrisburg unique.

Mrs. Gribble said there should be a proposed timeline presented. Mr. Knee said that he plans on stating that the guidelines should be completed by sometime mid next year. Mr. Chamberlin said a handout would be beneficial to trigger the memory of residents after the meeting to follow up with additional meetings.

**2. Discussion of foundation issue at 1417 North Front Street.**

Marc Kurowski, 1421 North Front Street, Harrisburg, 17102 was present as well as his neighbors Deb McClain and Linda Rutherford at 1417 North Front Street, Harrisburg, 17102. Mr. Kurowski passes out packets of photos regarding the situation at 1417 North Front Street.

Mr. Kurowski explained that during construction work at his house several years ago at 1421 North Front Street there had been damage to his neighbor’s foundation wall at 1417 North Front Street. He states that finally there has been a resolution from the insurance company and that they’re trying to fix the foundation wall before winter to avoid another cycle of freeze-thaw.

Mr. Kurowski asked if this is under the purview of HARB and secondly if they could rebuild the wall with CMU’s and parge the wall. Mr. Kurowski then stated he’s planning in installing a fence with screened landscaping which would eliminate the view of the wall from the street.

Mrs. Gribble stated that the first option should be replace in-kind, which would be a stone foundation. Mr. Knee stated the first recommendation would be to replace in-kind. Mrs. Gribble said the second option would be to build a CMU wall to install a field stone veneer.

Mr. Knee said the wall is within HARB’s purview since it is visible from the street. Mr. Grumbine stated that he had previously stated that he would administratively approve a CMU foundation faced with a field stone veneer. Mr. Knee stated that he personally prefers uniformity in design and would prefer to see the entire foundation wall to appear to be contiguous.

Mrs. Rutherford asked if the project would be approved, then winter comes, then would it be acceptable to finish the work once winter ends. Mr. Chamberlin said that would not be an issue given they approve other projects and allow a period of time to finish or paint. Mrs. McClain asked whether they would be able to be added to the November HARB agenda. Mr. Grumbine said he has many cases for next month’s agenda and since the deadline was last week, he can’t guarantee that he can add them to the next agenda.

**ADJOURNMENT: 7:32 PM**

Mr. Chamberlin moved, and Mrs. Gribble seconded the motion to adjourn. The motion was adopted by unanimous vote (5-0) and the meeting adjourned at 7:32 PM.