

CITY OF BETHLEHEM

HARB CERTIFICATE OF APPROPRIATENESS

DATE: 7 January 2026

APPLICANT MUST ATTEND MEETING FOR CASE TO BE HEARD

Deadline for submittals is by noon, three weeks prior to the next scheduled meeting.

Applications for demolition and new construction must be submitted four weeks prior to the next scheduled meeting.

Submit original plus 10 copies.

HARB MEETING MINUTES AND SUBMISSION

MEMBERS PRESENT

Connie Postupack
Diana Hodgson
Michael Simonson
Joe McGavin

VISITORS PRESENT

Carlisle Krakowski, 443 Center St.
Michael Domitrovits, Plantique, 443 Center St.
Jill & Robert Ammerman, 55 East Church Street
Samantha Falcone, 55 East Church Street
Bruce Campbell, 441 Linden Street
Ed Courier, Bethlehem Press

MEMBERS ABSENT

Rodman Young
Nik Nikolov

STAFF PRESENT

H. Joseph Phillips, Historic Officer
E-Mail: jphillips@phillipsdonovanarchitects.com

The 5 December 2025 meeting of HARB was called to order by Chairperson, Connie Postupack at 5:00 PM.

MINUTES

There were no comments on the 3 December 2025 Minutes and upon a Motion by Diana Hodgson and a Second by Joe McGavin, the Minutes were approved unanimously as submitted.

Item #1: Election of Officers for 2026

The HARB, upon motion by Diana Hodgson and second by Connie Postupack, unanimously approved Joe McGavin to serve as HARB Chair.

The HARB, upon motion by Diana Hodgson and second by Connie Postupack, unanimously approved Rod Young to serve as HARB Vice Chair.

Connie Postupack agreed to serve as Chairperson for the 7 January 2026 meeting.

Item #2: The applicant/owner of the property located at 443 Center Street Wall proposes to construct a 250 S.F. raised bluestone and clay brick patio off of the West side of the residence, install a 2'-0" high retaining wall around the patio that is faced with clay brick and capped with bluestone, install a 67 S.F. bluestone and clay brick pad off of the West side of the property, and install new plantings in the rear yard.

Property Location: 443 Center Street

Property Owner: Carlisle & Andrew Krakowski

Applicant: Michael Domitrovits, Plantique

Proposed work: The applicant/owner of the property located at 443 Center Street Wall proposes to construct a 250 S.F. raised bluestone and clay brick patio off of the West side of the residence, install a 2'-0" high retaining wall around the patio that is faced with clay brick and capped with bluestone, install a 67 S.F. bluestone and clay brick pad off of the West side of the property, and install new plantings in the rear yard.

Character Defining Features: This structure is a two- and one-half story stone dwelling with a cross gabled slate roof punctuated by an intersecting gable roof and gable roofed dormers. The façade, on the opposite side of the intersecting gable roof, is punctuated by an angled stone bay. Defining features include 1-over-1 double-hung windows with heavy sills. Some of the windows have arched brick heads. The house is generously adorned with ornate scrollwork and trim in the upper portions of the gable roofs and rake boards. There is a wraparound, hipped roof porch punctuated by a gable roofed entrance element facing the street. The gable end, porch posts, brackets, soffits, and rake trims are beautifully detailed with built up wood trims and cutouts. The slate porch roof is fitted with pole gutters and round downspouts. The perimeter of the property is bordered by a low, black, wrought iron fence with a gate at the entrance sidewalk.

Discussion: The Historic Officer, Joe Phillips, gave an overview of the project based on the Application package. Mike Simonson asked if the proposed small 6'-0" x 13'-6" patio area was raised and the Applicant advised that it was not and would be level with the surrounding grade and walkway surfaces. Mr. Simonson asked if the red stone area was at the sloped, lower grade and the Applicant responded in the affirmative. Diana Hodgson asked if the existing fence was to remain and the Applicant responded in the affirmative. Ms. Hodgson asked Mr. Simonson if the Application needed to be submitted to and reviewed by the Zoning Department. Mr. Simonson advised that the overall plan does not need to be submitted for zoning review, but a building permit is required for the proposed retaining wall.

The HARB agreed to recommend that the Bethlehem City Council issue a Certificate of Appropriateness to construct a 250 S.F. raised bluestone and clay brick patio off of the West side of the residence, install a 2'-0" high retaining wall around the patio that is faced with clay brick and capped with bluestone, install a 67 S.F. bluestone and clay brick pad off of the West side of the property, and install new plantings in the rear yard.

Motion: Michael Simonson made a motion to approve construction of a 250 S.F. raised bluestone and clay brick patio off of the West side of the residence, installation of a 2'-0" high retaining wall around the patio that is faced with clay brick and capped with bluestone, installation a 67 S.F. bluestone and clay brick pad off of the West side of the property, and installation of new plantings in the rear yard, in accordance with the discussion outlined above, the Guideline Citation outlined below, and with the following conditions.

1. Applicable building permits shall be secured by the Applicant for the construction of the proposed retaining wall prior to any work taking place.

Second: Joseph McGavin

Result of vote: The vote was unanimous to approve construction of a 250 S.F. raised bluestone and clay brick patio off of the West side of the residence, installation of a 2'-0" high retaining wall around the patio that is faced with clay brick and capped with bluestone, installation a 67 S.F. bluestone and clay brick pad off of the West side of the property, and installation of new plantings in the rear yard, as per the motion.

Guideline Citation: Secretary of Interior Standards No.(s)

#9 New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work

shall be differentiated from the old and will be compatible with historic materials, features, size, scale and proportion, and massing to protect the integrity of the historic property and its environment.

#10 New additions and adjacent or related new construction will be undertaken in such manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Bethlehem Historic District Design Guidelines

Page 13: Site Elements

Site elements frame the architecture along a streetscape. In some areas, **established features such as, sidewalks, street trees, walls, fences, gates, walkways, patios, and driveways** provide a consistent setting that is unique to a neighborhood. It is encouraged that property owners develop an understanding of the environmental characteristics of their immediate surroundings and allow that understanding to direct their design. This will allow a more compatible relationship between a property and its neighborhood.

Modern landscape features, equipment and small structures include pergolas, arbors, gazebos, fountains, sculptures, pools, play equipment, air conditioner condensers, generators, ground mounted solar collectors, electric and gas meters, cable hook-ups, satellite dishes, trash collection bins, garages, tool and garden sheds, play houses, dog houses, and wall mounted awnings.

The HARB encourages,

- Keeping views of historic buildings open to the street, rather than obscuring views with new structures
- Front yard development with traditional, simple arrangements, similar to neighboring properties
- Screening landscape features, play equipment, small structures, and ground mounted equipment that might be visible from the public way with either dense planting, a wall or solid fencing
- Retaining, repairing, and maintaining historic paving materials such as, brick and slate sidewalks and walkways
- Minimizing the amount of paving on a site, including installing narrow parking strips instead of full-width driveways
- Installing brick or stone patios instead of raised decks
- Designing small structures, including garages and sheds, that are visible from the public right-of-way to be compatible with the design and historic materials (walls and roof) of the existing main building
- Maintaining historic fences, walls, and gates, including regular repainting of wood and metal elements
- Installing fences and gates with a painted finish that compliments the property, with posts facing towards the interior of a property
- Installing natural stone walls or piers with either a stone or cast stone cap that compliments the property

The HARB discourages,

- Pre-manufactured sheds, particularly those with metal or vinyl wall cladding
- Placing parking areas in the front yards of residences
- Installing asphalt at walkways
- Installing colored or stamped concrete
- Installing cast stone pavers or walls
- Blocking views to principal elevations of historic buildings and settings with tall, solid fences; solid walls; or dense plantings and foliage
- Installing non-traditional fencing materials such as vinyl
- Installing stockade fencing
- Installing chain link fencing
- Cast stone walls in lieu of natural stone

Evaluation, Effect on Historic District, Recommendations: The proposed work conforms with the intent of the Secretary of the Interior’s Standards for Rehabilitation and the Bethlehem Historic District Design Guidelines and will have no negative impact to the historic district.

Item #3: The applicant/owner of the property located at 441 Linden Street proposes to install GAF Slateline Shingles in the Antique Slate color, install 3 sets of wood shutters on the Linden Street facing façade, and paint the front door.

Property Location: 441 Linden Street

Property Owner: Campbell Real Estate Holdings

Applicant: Bruce Campbell

Proposed work: The applicant/owner of the property located at 441 Linden Street proposes to install GAF Slateline Shingles in the Antique Slate color, install 3 sets of wood shutters on the Linden Street facing façade, and paint the front door. The front door and shutters will be painted Black Evergreen. The Applicant proposes to use fixed, non-operable, salvaged shutters of a size, height and width, appropriate for the existing window openings. The shutters will be fixed to the existing aluminum siding cladding. However, appropriate shutter hardware will be added to give the appearance of operable shutters. A raised panel shutter is proposed for the first floor window and louvered shutters are proposed for the two second floor windows.

Character Defining Features: The Linden Street frontage, where the work is proposed, is characterized by a 2-story residence with an aluminum, horizontal sided facade. The residence, which is topped by a cross-gabled asphalt shingle roof, is on the left side of a twin home that shares a gable roofed front porch that is supported by wood brackets. Rainwater is conveyed to grade by an aluminum ‘K’ style gutter and rectangular downspout. The first and second floor windows are six over six lite double hung windows that appear to be fitted with exterior storm windows and are without any exterior perimeter trim. The six-panel front door is located on the right side of the residence, is raised above grade approximately five risers, and is accessed from a concrete landing that

is shared with its neighbor to the right. The neighbor's façade consists of smooth brick that have been painted.

Discussion: The Historic Officer, Joe Phillips, gave an overview of the project based on the Application package. Connie Postupack asked if the work to the shared front porch included painting both sides. The Applicant advised that they are willing to paint both sides of the porch structure if the neighboring owner is agreeable and gives them permission. Joe Phillips offered to view the proposed salvaged shutters with the Applicant at the Architectural Antiques shop in Bedminster, PA prior to the Applicant purchasing them. The Applicant agreed to call Mr. Phillips to arrange a time to meet. Connie Postupack asked if both the front door and the shutters would be painted Black Evergreen and the Applicant responded in the affirmative. Diana Hodgson asked if the existing gutters and downspouts would be reused and the Applicant responded in the affirmative.

The HARB agreed to recommend that the Bethlehem City Council issue a Certificate of Appropriateness to install GAF Slateline Shingles in the Antique Slate color, install 3 sets of wood shutters on the Linden Street facing façade, and paint the front door.

Motion: Joseph McGavin made a motion to approve renovations to install GAF Slateline Shingles in the Antique Slate color, install 3 sets of wood shutters on the Linden Street facing façade, and paint the front door, in accordance with the discussion outlined above, the Guideline Citations outlined below, and with the following conditions.

1. Applicable permits shall be secured by the Applicant prior to any work taking place.
2. Final salvaged shutter selection shall be reviewed by the Applicant with the Historic Officer.

Second: Diana Hodgson

Result of vote: The vote was unanimous to approve renovations to install GAF Slateline Shingles in the Antique Slate color, install 3 sets of wood shutters on the Linden Street facing façade, and paint the front door, as per the motion.

Guideline Citation: Secretary of Interior Standards No.(s)

#9 New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with historic materials, features, size, scale and proportion, and massing to protect the integrity of the historic property and its environment.

#10 New additions and adjacent or related new construction will be undertaken in such manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Bethlehem Ordinance 1714.03 Purposes of Historic Conservation District – It is the purpose and intent of the City of Bethlehem to promote, protect, enhance, and preserve historical resources and traditional community character for the educational, cultural, economic, and general welfare of the public through the preservation, protection, and regulation of buildings and areas of historical interest or importance within the City.

Bethlehem Historic District Design Guidelines

Page 7: Roofing

The HARB encourages,

- Replacement of roofing materials when beyond repair, matching original color, pattern, material, and texture
- Replacement roof materials or new materials for additions and new construction that are sympathetic in appearance to historic materials
- Retention of decorative roof elements such as chimneys, cupolas, cresting, finials, eaves, and cornices
- Maintaining existing roof forms and heights for existing buildings or additions and using sympathetic roof forms and heights for new construction
- Retaining built-in gutters and open valley flashing
- Installing shingle caps along ridge or extending vents continuously to end of ridge
- Painting drip edges to match adjacent trim
- Installing half-round gutters and plain round downspouts
- Installing flashing on top of cornices to prolong their longevity, painted to match cornice color

The HARB discourages,

- Adding or altering rooftop features at areas visible from a public way that change a roof configuration, such as skylights, television antennae or dishes, solar collectors, mechanical equipment, roof decks, chimney stacks, and dormer windows
- Adding new features that are out of character, scale, materials, or detailing to the historic building
- Altering, enclosing, or removing historic eaves and cornices

Page 8: Paint

The HARB encourages,

- Hand washing with mild detergent and bristle brush, hand scraping, and hand sanding

The HARB discourages,

- Rotary tools – disks can leave circular marks and wires can tear into the surface
- Heat guns and heat plate – can ignite paint or underlying surface if left in one location too long

- Chemical paint removers – can raise grains, be expensive, and potentially volatile; runoff can be hazardous
- Flame tools, blow torches to soften paint – smoldering sparks can potentially start a fire; lead components in paint can vaporize and create highly toxic fumes
- Sandblasting – can be abrasive to surface, wear away protective exterior coating and raise the wood grain
- High-pressure water wash – forces water into open joints affecting interior finishes and structural framing; can be abrasive to exterior surface and raise the grain

Page 10: Shutters

The HARB encourages,

- Maintaining historic shutters
- Installing new shutters where they existed historically
- Operable shutters with smooth, paintable finish
- Shutters and operable shutter hardware, including hinges, hasps, and dogs, of the appropriate style for the building and location
- Appropriately sized and shaped shutters for the window opening, fitted to cover the window when closed

Evaluation, Effect on Historic District, Recommendations: The proposed work conforms with the intent of the Secretary of the Interior’s Standards for Rehabilitation and the Bethlehem Historic District Design Guidelines and will have no negative impact to the historic district.

Item #4: The applicant/owner of the property located at 55 East Church Street proposes to construct renovations and additions to install an elevator and associated shaft within the existing rear stairwell, expand the rear porch, and install new copper gutters & downspouts.

Property Location: 55 East Church Street

Property Owner: Jill & Robert Ammerman

Applicant: Samantha Ciotti Falcone, SCF Architecture

Proposed work: The applicant/owner of the property located at 55 East Church Street proposes to construct renovations and additions to install an elevator and associated shaft within the existing rear stairwell to enhance the home’s accessibility, expand the rear porch to allow access to a cedar hot tub, and install copper gutters & downspouts on the new elevator shaft. The elevator shaft will be mostly concealed with the home, but will extend above the existing rear roof. Handrails and guardrails will be installed for safety at the porch stair and hot tub. The proposed materials are as follows:

Siding (on exposed elevator addition): Cementitious painted gray to match existing window and roof trim

Gabel Trim: To match existing and painted gray to match existing window and roof trim

Roofing: GAF Slateline Shingles in Antique Slate color

Porch Decking: Composite (stained gray woodgrain or prefinished)

Porch Posts: Pressure treated wood posts wrapped in cellular PVC and painted white

Character Defining Features: The School & Wesley Street frontages, where the work is proposed, is characterized by a 2-1/2 story residence with a combination of a smooth brick façade painted white and horizontal siding painted white. Windows are primarily one over one lite double hung with heavy sills and brick arched head. The windows are topped with a solid, smooth, painted, arched infill panel or trim. The asphalt shingled roof is comprised of intersecting gables, hipped ends, and a hip roofed tower at the interior corner of the roof's intersection gables. Rainwater is conveyed from the main roofs to grade by way of built in pole gutters with copper downspouts. The existing rear porch is one story topped with a simple single sloping shed roof. Rainwater is collected from the porch roof by half round copper gutters and conveyed to grade by round copper gutters. There is a pair of single lite casement windows topped with 4 lite transoms located on the enclosed porch façade.

Discussion: The Historic Officer, Joe Phillips, gave an overview of the project based on the Application package. Diana Hodgson asked if the new elevator would be located in an existing stair shaft and the Applicant responded in the affirmative. Ms. Hodgson asked if any of the brick façade will be disturbed as part of the renovations and the Applicant advised that no brick will be disturbed. Connie Postupack asked if the new elevator addition will be visible from Church or School Streets and the Applicant advised that it would not be visible from the streets. Michael Simonson asked where the elevator equipment would be located and the Applicant advised that the elevator is a machine room-less and pit-less elevator and the equipment is all self-contained in the shaft. Connie Postupack asked if the installation of the elevator would allow the stair to be maintained and continue to be used. The Applicant advised that the elevator is proposed to be located in the rear "servants" stair and this stair would no longer be functional for use. The elevator will run from the basement level to the third floor. Diana Hodgson asked if the exposed portion of the elevator addition will be clad in siding. The Applicant responded in the affirmative and advised that the siding would be a Hardi composite, cementitious siding with a smooth finish. Michael Simonson asked if the Applicant was proposing to repaint the whole house and the Applicant advised that they would like to repaint the house at some point, but it may not be as part of the elevator project. Mr. Simonson suggested that the Application be amended to include repainting of the entire house in colors to match the existing. The Applicant agreed to the amendment and advised that the colors are Sherwin Williams colors SW 6021 Dreamy White and SW 7075 Web Gray. Connie Postupack asked how old the existing roof shingles are. The Applicant does not know the exact age. Joe Phillips asked the Applicant if they were to replace the existing shingles, what color they would choose. The Applicant advised that they would choose GAF Slateline shingles in the Antique Slate color. Diana Hodgson asked if the Applicant is proposing the use of composite decking and the Applicant responded in the affirmative and further noted that the decking is not visible from the street. Michael Simonson asked the Applicant to be sure that a nice edge detail at the perimeter of the porch is incorporated into the new decking. Diana Hodgson asked what materials will be used for the porch posts. The Applicant advised that the two new porch posts will be pressure treated wood wrapped with cellular PVC and they will have a capital and base detail. The Applicant further advised that the existing

copper gutters and downspouts will be repaired as required and reused. New copper gutters and downspouts will be installed on the elevator addition. The Applicant will also be installing a new Historic District Plaque on the Church Street façade. Mr. Phillips suggested that the siding and trim on the new elevator addition be painted gray so that it fades into the color of the roof shingles and becomes less noticeable. The Applicant agreed. The paint color will be Sherwin Williams SW 7075 Web Gray.

The HARB agreed to recommend that the Bethlehem City Council issue a Certificate of Appropriateness to construct renovations and additions to install an elevator and associated shaft within the existing rear stairwell, expand the rear porch, install new copper gutters & downspouts on the addition, and repaint the whole house.

Motion: Diana Hodgson made a motion to approve construction of renovations and additions to install an elevator and associated shaft within the existing rear stairwell, expand the rear porch, install new copper gutters & downspouts on the addition, and repaint the whole house, in accordance with the discussion outlined above, the Guideline Citations outlined below, and with the following conditions.

1. Applicable permits shall be secured by the Applicant prior to any work taking place.
2. Paint colors to be Sherwin Williams SW 6021 Dreamy White and SW 7075 Web Gray.

Second: Michael Simonson

Result of vote: The vote was unanimous to approve construction of renovations and additions to install an elevator and associated shaft within the existing rear stairwell, expand the rear porch, install new copper gutters & downspouts on the addition, and repaint the whole house, as per the motion.

Guideline Citation: Secretary of Interior Standards No.(s)

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Bethlehem Historic District Design Guidelines

Page 7: Roofing

The HARB encourages,

- Replacement of roofing materials when beyond repair, matching original color, pattern, material, and texture
- Replacement roof materials or new materials for additions and new construction that are sympathetic in appearance to historic materials
- Retention of decorative roof elements such as chimneys, cupolas, cresting, finials, eaves, and cornices
- Maintaining existing roof forms and heights for existing buildings or additions and using sympathetic roof forms and heights for new construction
- Retaining built-in gutters and open valley flashing
- Installing shingle caps along ridge or extending vents continuously to end of ridge
- Painting drip edges to match adjacent trim
- Installing half-round gutters and plain round downspouts
- Installing flashing on top of cornices to prolong their longevity, painted to match cornice color

The HARB discourages,

- Adding or altering rooftop features at areas visible from a public way that change a roof configuration, such as skylights, television antennae or dishes, solar collectors, mechanical equipment, roof decks, chimney stacks, and dormer windows
- Adding new features that are out of character, scale, materials, or detailing to the historic building
- Altering, enclosing, or removing historic eaves and cornices

Page 8: Exterior Woodwork & Siding

The HARB encourages,

- Regularly maintaining and repainting exterior woodwork including repainting, and addressing potential areas of moisture including clogged gutters and downspouts, groundwater, leaky pipes, and interior condensation
- Retaining decorative woodwork since it is a character defining element that can be difficult to replace
- Repairing smaller areas of deterioration by reinforcing or patching – small cracks and checks can be repaired with an exterior wood filler, glue, or epoxy – Loose elements can be refastened with nailing or drilling and screwing
- Selectively replacing deteriorated wood elements that are beyond repair with wood pieces that match the size, profile, exposure and pattern, and character of the

historic wood element – Wood filler in the joints between the new and old wood will help provide a smooth finish

- Large scale or significant replacement of exterior wood siding with paintable material that match the size, profile, exposure, pattern, and character of the historic wood

The HARB discourages,

- Removing or encapsulating with vinyl or aluminum siding, trim, decorative features, and trim elements such as brackets, spindles, cornices, columns, posts, etc.
- Vinyl or aluminum siding over wood, brick, stone or stucco
- Wood grained, wavy edged, vertical and textured plywood simulated siding
- Installing non-wood trim

Page 8: Paint

The HARB encourages,

- Hand washing with mild detergent and bristle brush, hand scraping, and hand sanding

The HARB discourages,

- Rotary tools – disks can leave circular marks and wires can tear into the surface
- Heat guns and heat plate – can ignite paint or underlying surface if left in one location too long
- Chemical paint removers – can raise grains, be expensive, and potentially volatile; runoff can be hazardous
- Flame tools, blow torches to soften paint – smoldering sparks can potentially start a fire; lead components in paint can vaporize and create highly toxic fumes
- Sandblasting – can be abrasive to surface, wear away protective exterior coating and raise the wood grain
- High-pressure water wash – forces water into open joints affecting interior finishes and structural framing; can be abrasive to exterior surface and raise the grain

Page 12: Porches

The HARB encourages,

- Identifying deteriorated elements, finding and correcting sources of deteriorated elements, such as deteriorated, cracked blocked, inappropriately hung, broken or missing gutters or downspouts
- Replacing only those parts which cannot be repaired – in some instances, such as columns and posts, the base can be replaced at a fraction of the cost without replacing the entire column or post
- Repairing or replacing deteriorated or missing materials with similar new materials – avoid replacement of a wood railing with a metal or vinyl railing system
- Replacing only the original elements that cannot be repaired using elements of the same material, size, profile, and other visual characteristics
- Rebuilding a porch with appropriate documentation
- If a substantial portion of the porch is deteriorated and cannot be repaired or replicated, or if a porch is missing, creating a simplified design using stock lumber

and moldings that convey similar visual characteristics as the original porch, duplicating the dimensions and materials but not necessarily the detailing

- Painting porches regularly to preserve the wood with a finish that complements the architectural characteristics of the house – Refer to page 8 for additional information regarding painting
- Installing wood tongue and groove flooring at porches

The HARB discourages,

- Replacing wood porch posts and railings with metal
- Replacing wood steps with concrete or brick – wood steps are typically appropriate for wood porches
- Enclosing porches that are visually prominent from the streetscape
- Encasing historic porch elements in aluminum or vinyl
- Using “natural” or stained wood at a porch: this is generally not appropriate for a porch on a painted historic building
- Installing a deck that is visually prominent from the streetscape – railings are not always required for decks below a certain height

Evaluation, Effect on Historic District, Recommendations: The proposed work conforms with the intent of the Secretary of the Interior’s Standards for Rehabilitation and the Bethlehem Historic District Design Guidelines and will have no negative impact to the historic district.

There being no further business, upon a Motion by Michael Simonson, a Second by Connie Postupak, the meeting was adjourned at 5:52 PM.

Respectfully Submitted,



H. Joseph Phillips, AIA
Historic Officer