

**RESOLUTION NO. 2025-\_\_\_\_\_**

RE: CERTIFICATE OF APPROPRIATENESS UNDER THE  
PROVISIONS OF THE ACT OF THE PENNSYLVANIA  
LEGISLATURE 1961, JUNE 13, P.L. 282 (53  
SECTION 8004) AND BETHLEHEM ORDINANCE NO.  
3952 AS AMENDED.

WHEREAS, it is proposed to secure a COA to conduct various exterior  
renovations to the front, side and rear façades at 307 East Fourth Street.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of  
Bethlehem that a Certificate of Appropriateness is hereby granted for the proposal.

Sponsored by: (s)\_\_\_\_\_

(s)\_\_\_\_\_

ADOPTED BY COUNCIL THIS      DAY OF      , 2025.

(s)\_\_\_\_\_  
President of Council

ATTEST:

(s)\_\_\_\_\_  
City Clerk

## **HISTORIC CONSERVATION COMMISSION**

CASE #862 -- The Applicant proposes to conduct various exterior renovations to the front, side and rear façades at 307 East Fourth Street.

OWNER / APPLICANT: Kirkwood Equity Fund, LLC / Chad Jarrah

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The Commission upon motion by Mr. Chambers and seconded by Ms. Strasser adopted the proposal that City Council issue a Certificate of Appropriateness for the proposed work as presented, with modifications described herein:

1. The proposal to conduct various exterior renovations to the front, side and rear façades was presented by Chad Jarrah and Christine Ussler.
2. Existing brick masonry chimney to be carefully demolished to below roofline; resulting void to be patched with decking and underlayment in preparation for new roofing.
3. Appropriate details for new roofing at main roof and new dormers at front and rear include:
  - a. GAF Slateline non-architectural asphalt shingles in ‘Antique Slate’ color
  - b. during removal of existing roofing any damaged wood to be replaced in-kind, with new ice and water shield installed in all valleys and gutter edges and new underlayment installed over decking at remaining areas
  - c. new ridge vent detail to be installed under roof-cap shingles for proper ventilation
  - d. all valleys are open and lined with copper flashing, rather than woven closed with asphalt shingles
  - e. new metal drip edges to be installed and painted to match adjacent trim
  - f. new metal gutters are half-round and new metal downspouts are round
4. Appropriate details for new siding at front and rear façades as well as at new dormers include fiber cement lap siding with smooth finish and 7-inch reveal exposure in “Sage” or “Navajo Beige” color; existing siding at side façade to be gently power washed to avoid damage.
5. Appropriate details for new windows include:
  - a. Andersen 100 Series (or comparable) composite, double-hung, windows with 2-over-2 simulated divided lites at front and rear facades as well as at new dormers; color is “Off-White” or “Almond”
  - b. windows at front façade retain existing brick sills and lintels; otherwise, new window trim is composite with smooth surface, with sills and lintels that extend beyond window openings
  - c. front dormer includes at least one casement for emergency egress, but fabricated to resemble double-hung sash

6. Appropriate details for front entrance include:
  - a. repaint existing 6-panel entrance door
  - b. carefully remove existing emergency light fixture above entrance door as well as abandoned signage between entry-level windows to avoid damage to existing brick façade
  - c. new lantern style wall sconce to be installed adjacent to entrance door, with no conduits, raceways or junction boxes visible; incandescent light bulb is “warm white” or LED lighting is maximum 3000K in color temperature
7. Void at upper level of side façade (near front) resulting from removal of through-wall air-conditioner to be patched with stucco pigmented to match color of adjacent brick façade; similarly, voids at entry level of rear façade resulting from reconfigured entrance to be patched with stucco pigmented to match color of adjacent brick façade.
8. Appropriate details for new rear entrance include 6-panel Therma-Tru smooth fiberglass insulated entrance door with composite trim with smooth surface.

**Note:** The Applicant agreed to submit written specifications/cut sheets associated with proposed windows, doors and lighting fixture via City of Bethlehem (Planning Department) for final review by the Historic Officer, HCC Chair and Chief Building Inspector prior to installation.

The motion for HCC assessment of proposed details associated with proposed new signage was unanimously approved, with Mr. Chambers, Mr. Evans, Mr. Simonson and Ms. Strasser voting in favor of the motion. Based upon the oral report made by the Historic Officer and the presentation of the Applicant, the Commission found that the proposal adheres to Bethlehem Ordinance 1714.03 ‘Purposes of the Historic Conservation District’ and also to Historic Conservation Commission Design Guidelines (relevant sections concerning ‘New Construction’) and complies with the following Secretary of Interior’s Standard (SIS) for Rehabilitation:

- SIS 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 the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.

JBL: jbl

Date of Meeting: August 18, 2025

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By: Jet Lab  
Title: Historic Officer