

CITY OF BETHLEHEM

HARB CERTIFICATE OF APPROPRIATENESS

DATE: 1 December 2021

APPLICANT MUST ATTEND MEETING FOR CASE TO BE HEARD

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

Submit original plus 10 copies.

HARB MEETING MINUTES AND SUBMISSION

MEMBERS PRESENT

Beth Starbuck
Marsha Fritz
Connie Postupack
Michael Simonson
Fred Bonsall
Joe McGavin
Rodman Young
Diana Hodgson

VISITORS PRESENT

Helen Smith, 56 West Market Street
Ed Courrier, Bethlehem Press (Virtual attendance)
Alan Lowcher, BHDA
Will Carpenter, BHDA
Holly Sachdev, BHDA
Amber Donato, Moravian University
Sal Verrastro, Spillman Farmer Architects
Dave Aquadro, Marvin Windows
Brie Lisk, 443 Linden Street
Ron Richhart, Roof Tight Co.

MEMBERS ABSENT

STAFF PRESENT

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

The 1 December 2021 meeting of HARB was called to order by Chairperson, Beth Starbuck at 5:00 PM.

MINUTES

There were no comments on the 3 November 2021 Minutes. A motion was made by Diana Hodgson and seconded by Beth Starbuck to approve the minutes as submitted. The Minutes were approved unanimously as submitted.

Item #1: This application is a resubmittal from the HARB's 1 September 2021 meeting. The applicant/owner of the property located at 56 West Market Street proposes to replace a simple 5-inch-tall address/street number with a 7-inch-tall address/street number in accordance with the discussion at the 1 September 2021 HARB meeting.

Property Location: 56 West Market Street

Property Owner: Market Street Condominium Association

Applicant: Market Street Condominium Association

Proposed work: The applicant/owner of the property located at 56 West Market Street proposes to replace a simple 5-inch-tall address/street number with a 7-inch-tall address/street number in accordance with the discussion at the 1 September 2021 HARB meeting.

Character Defining Features: The new numbers are proposed to be located in the location of the existing numbers and above a segmental arched brick entry. This entry portal is located in an approximately eight-foot-tall brick wall with brick banding and a brick cap detail. The wall defines the courtyard of the condominium complex. The opening contains an ornamental wrought iron gate.

Discussion: The Historic Officer, Joe Phillips, gave an overview of the project and informed HARB that the Applicant previously appeared before them at the 1 September 2021 meeting and has come back to present the replacement of a simple 5-inch-tall address/street number with a 7-inch-tall address/street number in accordance with the discussion at the 1 September 2021 HARB meeting. The Applicant advised that the numbers would be of a serif font and would be black in color. Marsha Fritz thanked the Applicant for coming back and stated that she felt this simple solution would be better than the previously proposed sign.

The HARB agreed to recommend that the Bethlehem City Council issue a Certificate of Appropriateness for the replacement of a simple 5-inch-tall address/street number with a 7-inch-tall address/street number.

Motion: Marsha Fritz made a motion to approve the replacement of a simple 5-inch-tall address/street number with a 7-inch-tall address/street number, in accordance with the discussion

outlined above, the Guideline Citations outlined below, and with the following conditions.

1. The numbers shall be 5 inches to 7 inches in height
2. The numbers will be of a serif font and black in color
3. The attachment screws will be placed/located in the mortar joints between the brick and no attachments of any kind will be placed in the face of the brick

Second: Rodman Young

Result of vote: Seven of the eight members voted to approve the replacement of a simple 5-inch-tall address/street number with a 7-inch-tall address/street number, as per the motion. Michael Simonson abstained from voting because he arrived to the meeting after the majority of the presentation and discussion had taken place.

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 15: Signage: The HARB encourages signage that does not obscure or damage architectural features, identifies the business, complements the style of the building and is appropriately scaled for its location.

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 #2: The applicant/owner of the property located at 443 Linden Street proposes to replace the existing asphalt shingles and underlayment on the main portion of the home.

Property Location: 443 Linden Street

Property Owner: Doug & Brie Lisk

Applicant: Roof Tight Co.

Proposed work: The applicant/owner of the property located at 443 Linden Street proposes to replace the existing asphalt shingles and underlayment on the main portion of the home. The new shingles proposed are GAF Slateline in an English Grey color.

Character Defining Features: The two- and one-half story twin home structure has a cross-gabled roof with a street facing shed dormer. The shed dormer contains a six over six light double hung window. A brick chimney protrudes through the ridge of the roof at approximately the one third point of the width of the home. The existing gutters are k-type gutters with rectangular downspouts. The smooth, painted brick façade has relatively small six over six light double hung windows on the first and second floors which are asymmetrically placed and fitted with louvered shutters. A six-panel door is located to one side of a bracket supported, gabled front porch that is centered on the structure of the twin homes.

Discussion: The Historic Officer, Joe Phillips, gave an overview of the project. Beth Starbuck asked the applicant if she was intending to replace the gutters. The applicant advised that the replacement of the gutters and downspout was not in the proposed scope of work. The applicant also advised that flashing will be cut into the existing chimney. Beth Starbuck advised that the chimney flashing should be copper or lead coated copper. Marsha Fritz advised the applicant that HARB has for several years recommended using GAF Slateline shingles in the Antique Slate Color (or equal) as a replacement for slate or composition shingles and recommended that the color of the shingles should be Antique Slate in lieu of the English Grey color proposed in the application. Ms. Fritz advised that there is less color variation in the Antique Slate color and asked the applicant if she would consider changing the color. The applicant advised that the shingle order has been placed, but they are okay with the Antique Slate color and the contractor will try to revise the order in an attempt to secure the Antique Slate color shingles. However, this may not be possible since the Antique Slate color is not as readily available as the English Grey color. The applicant also advised that the English Grey shingles were ordered approximately three weeks ago and delivery is expected in approximately two weeks. The roof is currently leaking and the applicant would prefer not to wait another five to six weeks, or more, for the delivery of the Antique Slate color shingles. Marsha Fritz acknowledged that she understood, but requested that the applicant try to get the Antique Slate color shingles. The applicant agreed. Joe McGavin asked what the color of the neighbor's roof was. The applicant advised that the neighbor's roof was a brown color.

The HARB agreed to recommend that the Bethlehem City Council issue a Certificate of Appropriateness for the replacement of the existing underlayment and asphalt shingles on the main portion of the home with new GAF Slateline shingles.

Motion: Diana Hodgson made a motion to approve the replacement of the existing underlayment and asphalt shingles on the main portion of the home with new GAF Slateline shingles, in accordance with the discussion outlined above, the Guideline Citation outlined below, and with the following conditions.

1. The Applicant shall attempt to acquire and install the shingles in the Antique Slate color in lieu of the English Grey color proposed in the original Application, so long as the Antique Slate color is available in a reasonable timeframe that does not further jeopardize the already damaged and leaking roof.
2. All flashing material shall be copper or lead coated copper
3. Drip edge material shall be prefinished aluminum

Second: Fred Bonsall

Result of vote: The vote was unanimous to approve the replacement of the existing underlayment and asphalt shingles on the main portion of the home, 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 7: Roofing: The HARB encourages, Replacement of roofing materials when beyond repair, matching original color, pattern, material and texture

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 89 West Church Street proposes to replace all windows on the Historic Brethren's House.

Property Location: 89 West Church Street

Property Owner: Moravian University

Applicant: Spillman Farmer Architects

Proposed work: The applicant/owner of the property located at 89 West Church Street proposes to replace all windows on the Historic Brethren's House. The existing wood windows will be replaced with a closely matched wood replica of the existing window units.

Character Defining Features: This large four-story, German Colonial style, stone building with dual-pitched, side-gambreled roof, (short, flattened upper slope) double attic and roof porch was originally constructed in 1748 as housing for single Moravian men and workspace for their craft. At the time of construction, it was the largest stone structure in Pennsylvania. The dual pitched wood shake roof is adorned with shed dormers on the higher roof and gable dormers on the lower roof. The lower roof flares at the eaves to provide a moderately deep overhang for the rough-cut, ashlar stone walls. Window openings in the stone walls are created by the use of a combination of stone and brick relieving arches.

In 1815 the building was rebuilt for the Moravian Seminary for Women. It is now part of the music department.

The existing wood windows are primarily 6 over 6 light and are not the original windows from 1748. It appears that the existing windows were installed in the 1970's and are at least the third generation of windows in the building. From the information provided by the applicant, the existing 1748 windows were either altered or replaced in renovations that took place in 1815 during the conversion to the Young Ladies Seminary, in 1859 when the north façade windows were altered to match the West Hall addition, in 1964 and 1967 when the windows in the north and east elevations (and possibly the south elevation) were replaced and/or restored to modify the size and colors, and in the 1970's when the windows were restored to the colonial size and colors.

Discussion: The Historic Officer, Joe Phillips, gave an overview of the project. Beth Starbuck commented that at one point in time, the building had a stucco finish. The applicant verified this. The applicant advised that they are trying to be as historically accurate as possible and that most of the windows are six over six light, but two windows, at the rear of the building, are eight over eight light and will be replaced in kind. The applicant also stated that the materials adjacent to the windows will be

protected to the greatest extent possible during the window replacement project. The applicant advised that the existing windows condense on the inside and are therefore, rotting from the inside out. The windows also leak air and allow noise to penetrate the building, which is not conducive to using the spaces for the music department. Plexiglass interior panels were previously installed but do not allow the windows to open/operate and pose a potential safety problem. The proposed windows are simulated true divided light windows, which the applicant stated is important for energy efficiency and acoustic reasons. The new windows will have locking sash, which the existing windows do not have. The applicant also pointed out that The Secretary of Interior's Standards allow for low-e glass. The applicant prefers to use low-e glass, but stated that it is not imperative. Beth Starbuck questioned the size of the existing and proposed window muntins. The applicant advised that the proposed muntins are 7/8" wide to match the majority of the existing window muntins. Ms. Starbuck asked if the windows can be fabricated with six, individual lights in each sash. The applicant advised that they could, but that this reduced the acoustic value of the window, which is very important to the music curriculum. The applicant also advised that the width of the muntins would increase to 1-1/8" if individual, insulated lights are used in the fabrication of the windows. Ms. Starbuck asked what type of wood the windows would be fabricated from. The applicant advised that the window wood species will be pine that is prime coated entirely in the factory. The species of the window trim and sills will be mahogany that is painted in a color to match the existing trim and sills. Marsh Fritz commented that the lower rail of the upper sash appears to be deeper/wider than those on the existing windows. The applicant will field check the depth/width of the lower rails of the top and bottom sash. Michael Simonson commented that window #3 in the application materials better represents and more closely matches the sample window present at the meeting. Marsh Fritz advised that the greatest importance should be placed on what is appropriate to the 18th Century building. The applicant advised that the finish coat of paint will be applied in the field, after the windows are installed, and that this will approximate the look of the original putty glazed windows and muntin thickness. Connie Postupack questioned the reason for the visible brick above the windows and beneath the relieving arches and asked if the new trim should be shaped to cover this brick. HARB agreed that the new trim should not be shaped to cover this brick because, if it was, the trim would look too heavy and bulky over the window. Beth Starbuck asked the applicant if they had considered options for replacing the windows with single pane glass and storm windows. The applicant stated that if a storm panel were installed, it would need be installed on the interior of the window, and would need to be operable for code reasons. Ms. Starbuck commented that since the existing windows are not original, window replacement is acceptable, but that she recommended the use of clear glass without any low-e coating. The applicant agreed that they could concede to not using low-e glass. Marsha Fritz asked if all windows will be operable. The applicant responded that, for the most part, all new windows will be operable. Connie Postupack asked if all windows would be replaced in kind, in the same size, with the same number and configuration of lights. The applicant responded

in the affirmative and advised that the transom windows above the doors are the only windows that will not be replaced.

The HARB agreed to recommend that the Bethlehem City Council issue a Certificate of Appropriateness for the replacement of all windows on the Historic Brethren's House.

Motion: Beth Starbuck made a motion to approve the replacement of all windows on the Historic Brethren's House, in accordance with the discussion outlined above, the Guideline Citation outlined below, and with the following conditions.

1. The existing wood windows will be replaced with a closely matched Marvin Ultimate Wood Double Hung Window as represented by the sample that was present and reviewed at this meeting.
2. The window trim material will be mahogany with a bead detail as represented on the sample window.
3. The windows will be finish painted in the field to appear as if putty glazed.
4. The windows and window trim will be painted in a color to match the existing.

Second: Marsha Fritz

Result of vote: The vote was unanimous to approve the replacement of all windows on the Historic Brethren's House, as per the motion.

Guideline Citation:

Secretary of Interior Standards No.(s)

#2 The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.

#5 Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.

#6 Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

#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.

Bethlehem Historic District Design Guidelines

Page 10 Windows:

The HARB encourages:

- Regular window maintenance, repair, and repainting
- Installing interior or exterior storm windows
- If the applicant can demonstrate evidence of window deterioration requiring replacement, installing true divided light replacement windows with an exterior painted finish that match the material, historic size, shape, operation, muntin pattern, profiles, and detailing to the greatest extent possible

The HARB discourages:

- Decreasing, increasing or altering window size, shape or operation to allow for installation of stock window sizes or picture windows

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.

Old Business

1. At the November meeting, Marsha Fritz asked Joe Phillips to reach out to PHMC for guidance on the approval and use of composite materials, such as composite porch decking materials. Mr. Phillips advised that he had reached out to PHMC and he provided the HARB Members with a copy of Preservation Brief #16, The Use of Substitute Materials on Historic Building Exteriors, as well as a copy of another National Park Service document titled Evaluating Substitute Materials in Historic Buildings. In brief, PHMC advised that composite materials are acceptable in some cases where the scale, proportion, texture and other details match the original architectural element. However, review is stricter and more discerning when evaluating a primary building element on a primary façade.

New Business

1. Members of the Bethlehem Historic District Association attended the meeting and asked HARB for support in their endeavor to get UGI to cease the practice of installing gas meters in the front of historic structures. Beth Starbuck informed

the BHDA representative that HARB is sympathetic to their cause, but neither HARB or the City has any jurisdiction over UGI. Ms. Starbuck stated that the City of Reading seems to have been successful in providing guidelines/direction to the gas utility on acceptable locations and criteria for meter/equipment installation. BHDA stated that they will go to City Council to enlist their help in this cause and asked HARB if they would be willing to write a letter to City Council stating their support. HARB agreed to do this and asked Joe Phillips, Historic Officer, to prepare the letter.

2. HARB briefly reviewed and commented on the Draft Amendments to the HARB Ordinance that were previously prepared and circulated via email by Michael Simonson. All agreed that more time was needed to review the amendments in order to provide more detailed input. Beth Starbuck recommended that the revisions/amendments be taken in stages and asked all HARB Members to review the proposed amendments very carefully, especially the paragraphs proposed to be deleted, to be sure that items that should not be deleted are included and covered in other areas of the reorganized HARB Ordinance.
3. Beth Starbuck advised HARB that this would be her last meeting on the Board because a conflict has arisen that will make her unable to attend the Wednesday evening HARB Meetings. HARB members thanked her for her years of service and wished her the best.

There being no further business, upon a Motion by Connie Postupack, a Second by Beth Starbuck and a unanimous vote, the meeting was adjourned at 6:51 PM.

Respectfully Submitted,

A handwritten signature in black ink that reads "H. Joseph Phillips". The signature is written in a cursive, flowing style.

H. Joseph Phillips, AIA
Historic Officer