

## **CITY OF BETHLEHEM**

### **HARB CERTIFICATE OF APPROPRIATENESS**

**DATE: 2 June 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  
Diana Hodgson  
Connie Postupack  
Rodman Young  
Derrick Clark  
Fred Bonsall

#### **VISITORS PRESENT/Virtual Attendance**

Mike Simonson, City of Bethlehem,  
Chief Code Official  
Lori Christine Young, 72 E. Market Street

#### **MEMBERS ABSENT**

Derrick Clark  
Connie Glagola

#### **STAFF PRESENT**

H. Joseph Phillips, AIA, Historic Officer  
E-Mail:  
[jphillips@phillipsdonovanarchitects.com](mailto:jphillips@phillipsdonovanarchitects.com)

### **MINUTES**

There were no comments on the 7 April 2021 Minutes and the minutes were approved unanimously as submitted. The 2 June 2021 meeting of HARB was called to order by Chairperson, Beth Starbuck at 5:01 PM.

**Item #1:** The applicant/owner of the property located at 72 East Market Street proposes to replace lighting at the perimeter of the driveway/parking area, back steps and side porch, as well to add new lighting to the carriage house.

**Property Location:** 72 East Market Street

**Property Owner:** Lori & Rod Young

**Applicant:** Lori & Rod Young

**Proposed work:** The applicant/owner of the property located at 72 East Market Street proposes to replace lighting fixtures at the perimeter of the driveway/parking area, back steps and side porch, as well as to add new lighting to the carriage house. Referring to the driveway/parking area diagram on page 9 of the Application, lighting fixtures number one through five will be replaced in their existing location and lighting fixture number six will be moved slightly toward the carriage house entrance drive. The lighting at the back steps and side porch will also be replaced. On the Carriage House, one wall mounted lighting fixture will be added on the man door/entrance drive side and two wall mounted lighting fixtures will be added on the overhead door/Milton Street side.

**Character Defining Features:** This structure is a two- and one-half story residential structure with a side-gabled, red tile roof between masonry capped, parapeted end walls, with twin, symmetrical, flush chimneys. There is a decorative cornice with dentils or modillions. The center section of the cornice is capped with a metal balustrade at the roof-line. There are three gabled roof dormers centered on the second-floor windows. The double hung dormer windows have a decorative arched topped upper sash over a single light bottom sash. The building façade is comprised of smooth stucco with few elaborations or decorative elements. The three ranked, double hung windows are aligned horizontally and vertically. The second-floor windows are six over one light surrounded by trim with a keystone in the head and a heavy sill. The second-floor windows on the left and right side are fitted with shutters that are louvered on the lower three-quarters and have a solid flat panel with a moon cutout on the upper one-quarter. The central triple window that is centered over the entrance door below is ornamented with a decorative swag on an inset panel that is located between two large geometric corner blocks. The windows in this grouping are double hung with four over four lights and are proposed for replacement as part of the second Application. The first-floor windows to the left and right of the entrance door are groupings of three windows with a wider, centered six over one window and a narrower four over one window on either side of it. The window groupings are topped with and elliptical

fanlight transom window. There is an elliptical head with a keystone and geometric block over the fanlight windows. The centered, two-thirds glass, front door is flanked by elaborate sidelights and protected by a half-round, columned portico with a multi-piece entablature and dentil cornice.

**Discussion:** HARB Member Rodman Young recused himself from the proceedings and sat in the audience. The Historic Officer, Joe Phillips, gave an overview of the project. Beth Starbuck asked if the light posts would be short or tall. The applicant responded that all of the light posts would be short with the exception of light post number six, which would be tall. Marsha Fritz asked what the finish of the fixtures and posts would be and the applicant advised that the finish would be Olde Bronze as shown on the fixture cuts provided in the submission. Referring to page 4 of the submission, Diana Hodgson asked if the fixture located at the side door of the home would be replaced in its existing location. The applicant responded in the affirmative. The applicant further informed that there would be no new conduit added to this door and the existing conduit would be moved to be located tight against the edge of the door trim. Marsha Fritz asked that this fixture be located in its existing location at the height of the crossette between the door and the transom light. The applicant agreed. Furthermore, the existing fixture located on the soffit and to the left of this door at the corner of the roof will be removed. The applicant also informed that the conduit on the upper righthand side of the carriage house man door would be removed and a new lighting fixture would be located to the left of the man door. This new fixture will be fed with power through the wall from the inside of the carriage house and will not require any exposed conduit on the exterior of the carriage house. Diana Hodgson questioned the location of the new lighting fixtures at the side of the garage door. The applicant advised that one fixture would be added to each side of the garage door. Connie Postupack asked that these fixtures and the fixture adjacent to the man door of the carriage house be mounted at a height of approximately sixty inches, to the center of the box, above the finished floor of the carriage house. The applicant agreed. The applicant further informed that the top of the pole mounted fixtures adjacent to the driveway would be approximately thirty-nine inches above grade, except for fixture number six, which will have a post height of approximately eighty-four inches with a fixture on top of the post that measures approximately twenty-seven and one quarter inches.

**The HARB agreed to recommend that the Bethlehem City Council issue a Certificate of Appropriateness for the replacement of lighting at the perimeter of the driveway/parking area, back steps and side porch, as well the addition of new lighting to the carriage house.**

**Motion:** Diana Hodgson made a motion to approve the replacement of lighting at the perimeter of the driveway/parking area, back steps and side porch, as well the addition of new lighting to the carriage house as submitted and in accordance with the discussion outlined above.

**Second:** Connie Postupack

**Abstention:** Rodman Young

**Result of vote:** Rodman Young abstained from voting and the vote of the remaining HARB members was unanimous to approve the replacement of lighting at the perimeter of the driveway/parking area, back steps and side porch, as well the addition of new lighting to the carriage house, as per the motion.

**Item #2:** The applicant/owner of the property located at 72 East Market Street proposes to replace three vinyl windows on the second floor of the North side of the residence with new Andersen Woodwright, Double Hung, four over one simulated divided light windows.

**Property Location:** 72 East Market Street

**Property Owner:** Lori & Rod Young

**Applicant:** Lori & Rod Young

**Proposed work:** The applicant/owner of the property located at 72 East Market Street proposes to replace three vinyl windows on the second floor of the North side of the residence with new Andersen Woodwright, Double Hung, four over one simulated divided light windows.

**Character Defining Features:** This structure is a two- and one-half story residential structure with a side-gabled, red tile roof between masonry capped, parapeted end walls, with twin, symmetrical, flush chimneys. There is a decorative cornice with dentils or modillions. The center section of the cornice is capped with a metal balustrade at the

roof-line. There are three gabled roof dormers centered on the second-floor windows. The double hung dormer windows have a decorative arched topped upper sash over a single light bottom sash. The building façade is comprised of smooth stucco with few elaborations or decorative elements. The three ranked, double hung windows are aligned horizontally and vertically. The second-floor windows are six over one light surrounded by trim with a keystone in the head and a heavy sill. The second-floor windows on the left and right side are fitted with shutters that are louvered on the lower three-quarters and have a solid flat panel with a moon cutout on the upper one-quarter. The central triple window that is centered over the entrance door below is ornamented with a decorative swag on an inset panel that is located between two large geometric corner blocks. The windows in this grouping are double hung with four over four lights and are proposed for replacement as part of the second Application. The first-floor windows to the left and right of the entrance door are groupings of three windows with a wider, centered six over one window and a narrower four over one window on either side of it. The window groupings are topped with an elliptical fanlight transom window. There is an elliptical head with a keystone and geometric block over the fanlight windows. The centered, two-thirds glass, front door is flanked by elaborate sidelights and protected by a half-round, columned portico with a multi-piece entablature and dentil cornice.

**Discussion:** HARB Member Rodman Young recused himself from the proceedings and sat in the audience. The Historic Officer, Joe Phillips, gave an overview of the project. The applicant advised that the previous owner of the home had replaced the original wood windows with the currently existing vinyl windows. The applicant would like to remove the vinyl windows and replace them with wood windows that are more in keeping with the home's other wood windows. Marsha Fritz asked if the proposed paint colors of the windows and trim would match the existing colors and the owner responded in the affirmative.

**The HARB agreed to recommend that the Bethlehem City Council issue a Certificate of Appropriateness for the replacement of three vinyl windows on the second floor of the North side of the residence with new Andersen Woodwright, Double Hung, four over one simulated divided light windows.**

**Motion:** Fred Bonsall made a motion to approve the replacement of three vinyl windows on the second floor of the North side of the residence with new Andersen Woodwright, Double Hung, four over one simulated divided light windows as submitted and in accordance with the discussion outlined above.

**Second:** Diana Hodgson  
**Abstention:** Rodman Young  
**Result of vote:** Rodman Young abstained from voting and the vote of the remaining HARB members was unanimous to approve the replacement of three vinyl windows on the second floor of the North side of the residence with new Andersen Woodwright, Double Hung, four over one simulated divided light windows, as per the motion.

**Other Business:**

Beth Starbuck asked if the board members could agree on the Bylaws Amendments that she recommended and emailed to everyone. Marsha Fritz asked that HARB members consider reducing or tightening the replacement timeline for board members who cannot or do not attend meetings regularly. Beth asked Marsha to formulate her recommended language and email it to all board members so that it can be discussed at the next regularly scheduled meeting. Marsha agreed to do so.

Rod Young questioned the one-year term of the chair and vicechair person, wondering if the term should be increased to two or three years which has been the case on other boards that he has served on. Beth Starbuck advised that the City of Bethlehem prefers to appoint the officers to the board for a one-year term in January of each year.

There being no further business, a motion was made by Fred Bonsall and seconded by Dianna Hodgson that the meeting be adjourned at 5:37 PM. The vote was unanimous to adjourn the meeting.

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