

City of Bethlehem, Pennsylvania

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS (COA)

Building address 306 S. New Street
 Owner of building Greenway One Inc. Phone [REDACTED]
 Owner's email & mailing address [REDACTED]
 Applicant Bartush Signs % Community Services Phone: [REDACTED]
 Applicant's email & mailing address 302 North Washington St. Allentown
 Street and Number [REDACTED] State PA Zip Code 17961

APPLICANT MUST ATTEND MEETING FOR CASE TO BE HEARD.
USE THE CHECKLIST ON THE BACK OF THIS APPLICATION TO ENSURE YOUR SUBMISSION IS COMPLETE.

Application form, photographs, and drawings must be submitted (see attached for deadline) prior to the regular scheduled meeting in order to be placed on the agenda for the next meeting.

1. PHOTOGRAPHS - Photographs of your building and neighboring buildings **must accompany** your application.

2. TYPE OF WORK PROPOSED - Check all that apply. Please bring any samples or manufactures specifications for products you will use in this project:

- | | |
|--|---|
| <input type="checkbox"/> Trim and decorative woodwork | <input type="checkbox"/> Skylights |
| <input type="checkbox"/> Siding and Masonry | <input type="checkbox"/> Metal work |
| <input type="checkbox"/> Roofing, gutter and downspout | <input type="checkbox"/> Light fixtures |
| <input type="checkbox"/> Windows, doors, and associated hardware | <input checked="" type="checkbox"/> Signs |
| <input type="checkbox"/> Storm windows and storm doors | <input type="checkbox"/> Demolition |
| <input type="checkbox"/> Shutters and associated hardware | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Paint (Submit color chips - HARB only) | |

3. DRAWINGS OF PROPOSED WORK - Required drawings **must accompany** your application. Please submit **ONE ORIGINAL AND TEN (10) COPIES OF DRAWINGS, PHOTOGRAPHS, APPLICATION FORM, AND ANY SPECIFICATIONS**

- ☐ Alteration, renovation, restoration (1/4 or 1/8"=1'0" scale drawings required IF walls or openings altered.)
☐ New addition (1/4" or 1/8"=1'0" scale drawings: elevations, floor plans, site plan)
☐ New building or structure (1/4" or 1/8"=1'0" scale drawings: elevations, floor plans, site plan)
☐ Demolition, removal of building features or building (1/4" or 1/8"=1'0" scale drawings: elevation of remaining site and site plan)
☐ A scale drawing, with an elevation view, is required for all sign submittals

4. DESCRIBE PROJECT - Describe any work checked in #2 and #3 above. Attach additional sheets as needed.

Install (2) Panned Alum signs on wall
 Install Vinyl on windows

as per supplied drawings

5. APPLICANT'S SIGNATURE

Glendy Kern

DATE:

X OWNER'S SIGNATURE

[Signature]

DATE:

8/25/25



LETTER OF AUTHORIZATION

This letter shall serve as an authorization for Bartush Signs and their subcontractors to act as our agent when applying for the necessary municipal approvals and permits, and for the installation of signs for the property located at: 306 South New St, Bethlehem PA 18015

Owner or Owner's Representative (print): Erik Turner, VP, Director of Facilities

Owner or Owner's Representative (signed): *Erik Turner*

Community Bank N.A.

A large black rectangular redaction box covering the signature area of the Community Bank N.A. representative.