

CITY OF BETHLEHEM

HARB CERTIFICATE OF APPROPRIATENESS

DATE: 3 September 2025

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
Nik Nikolov

VISITORS PRESENT

John Guranich & Sage Rosenberry, 441 High Street
Dennis Murphy, 36 East Wall Street
Michelle Schultz & Frank Filiziotto, Bethlehem Historic District Association
Ed Courier, Bethlehem Press

MEMBERS ABSENT

Rodman Young

STAFF PRESENT

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

The 3 September 2025 meeting of HARB was called to order by Chairperson, Connie Postupack at 5:00 PM.

MINUTES

There were no comments on the 13 August 2025 Minutes and upon a Motion by Diana Hodgson and a Second by Joseph McGavin, the Minutes were approved unanimously as submitted.

Item #1: The applicant/owner of the property located at 441 High Street proposes to replace the existing roof shingles on the rear portion of the roof.

Property Location: 441 High Street

Property Owner: John Guranich

Applicant: Alan Kunsman Roofing and Siding Inc.

Proposed work: The applicant/owner of the property located at 441 High Street proposes to replace the existing 3-tab asphalt roof shingles on the rear portion of the roof. Option #1 proposes GAF Timberline Architectural Shingles as the replacement shingles and Option #2 proposes GAF Slateline Designer Shingles as the replacement shingles. New aluminum drip edge will be installed at the perimeter of the roof and new copper chimney flashing and standard vent pipe flanges will be installed. The rear of the home, where the proposed work is located, incorporates simplified detailing and the hip roof with centered gable dormer is visible at a distance from Milton and East Wall Streets, and is not visible from High Street.

Character Defining Features: The two-story multi-home building is topped with a slate shingled, cross gable roof facing High Street. There is also a slate shingled pent roof located at the second-floor line and captured by tower elements at each end, as well as the middle of the building. The middle tower element is roofed with a street facing gable with half-timber detailing and stucco infill. The end towers have an open porch at the upper level and are topped with a slate shingled hip roof. There are hipped roofed dormers centered between the tower elements. The dormer and gable end windows are 6 over 1 lite double hung. The second-floor windows are 9 over 1 lite double hung windows with a shallow brick arched at the head and heavy sills. The first-floor bay windows are 10 over 1 lite double hung. The first floor of the building is raised above the sidewalk by brick stairs and a brick landing.

Discussion: The Historic Officer, Joe Phillips, gave an overview of the project based on the Application package. The Applicant advised that they were before HARB with two options for reroofing. Option #1 proposes GAF Timberline Architectural Shingles as the replacement shingles and Option #2 proposes GAF Slateline Designer Shingles as the replacement shingles. The Applicant further stated that the roof in question is only visible from the south side of Wall Street. He has lived at his residence for over fifty years, and he would like to keep the cost of reroofing down as much as possible. He pointed out that the GAF Slateline shingles cost 50% more than the GAF Timberline shingles. Mr. Phillips stated that if HARB approves the Timberline architectural shingles, the color should match the shingles on the neighbor's adjacent roof. Michael Simonson asked how old the neighbor's

roof is. The Applicant estimated it to be approximately 20 years old. Diana Hodgson stated that she would prefer to see the GAF Slateline shingles in the Antique Slate color. Nik Nikolov asked if the roof is not visible from a public way, then does HARB even have jurisdiction. Mr. Phillips confirmed that the roof is visible from Wall Street. Diana Hodgson stated that if other adjacent roofs will need to be replaced in the future, then they should all look the same and be GAF Slateline shingles in the Antique Slate color. Nik Nikolov stated that there is not necessarily a need to use Slateline shingles if HARB has approved Timberline shingles in the past. Mr. Nikolov is sensitive to the owner's overall cost of the proposed roof replacement. Joe McGavin asked if HARB had approved Timberline shingles on any past applications. Mr. Phillips stated that Timberline shingles may have been approved in the past but does not remember the particulars of any projects that Timberline shingles may have been used on.

The HARB agreed to recommend that the Bethlehem City Council issue a Certificate of Appropriateness to replace the existing roof shingles with new GAF Slateline Shingles in the Antique Slate color.

Motion: Diana Hodgson made a motion to approve replacement of the existing roof shingles with new GAF Slateline shingles in the Antique Slate color, in accordance with the discussion outlined above, the Guideline Citation outlined below, and with the following conditions.

1. Applicable permits shall be secured by the Applicant prior to any work taking place.
2. Color of aluminum drip edge to match existing trim
3. Chimney flashing to be real copper.

Second: Connie Postupack

Result of vote: The vote was four yes and one no to approve replacement of the existing roof shingles with new GAF Slateline shingles in the Antique Slate color, as per the motion. The roll call vote results are as follows.

Connie Postupack	Yes
Diana Hodgson	Yes
Joseph McGavin	Yes
Michael Simonson	Yes
Nik Nikolov	No

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
- 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

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 proposes to relaunch the Plaque Program with a newly designed brass plaque.

Property Location: Various throughout the Historic District

Property Owner: Various throughout the Historic District

Applicant: Bethlehem Historic District Association

Proposed work: The applicant proposes to relaunch the Plaque Program with a newly designed brass plaque. The Bethlehem Historic District Association is seeking approval from HARB for the new plaque design. This is in an effort to get the current 65 plaque

owners to switch to the new brass plaques. If approved, the brass plaque will then be the standard for new plaques going forward.

Character Defining Features: The proposed 7" x 10", ¼" thick plaque will be manufactured of brass with a black "leatherette" background, raised border, and raised lettering.

Discussion: The Historic Officer, Joe Phillips, gave an overview of the project based on the Application package. The Applicant advised that Bethlehem Historic District Association (BHDA) is in the beginning of their process to elevate and celebrate the city's historic structures. They would like to replace the current wooden plaques from the late 1970's and early 1980's with the bronze plaque proposed in the Application. There are currently 65 wooden plaques in place on historic structures. Some of these existing plaques have a number on them that corresponded to a written document that provided a description of the structure's significance and history. Unfortunately, this written document and information have been lost. In addition to bronze, BHDA has also explored wood and slate replacement plaques. However, they have come back to bronze. They prefer the oval shape, but the plaques could be made in any shape. Connie Postupack asked if the holes for the attachment screws can be placed to line up with the attachment holes on the existing plaques and with the mortar joints of the structure. The Applicant advised that the proposed holes line up with the holes on the existing plaque, however, each plaque can be customized for a specific structure. Michael Simonson asked if the numbers that correspond to historic information will remain on the plaque. The Applicant advised that no number (with the exception of the structure's date) will be included on the new plaque. The Applicant advised that some owners would like BHDA to establish a way to add the original structure owner's name to the plaque. Michael Simonson asked where additional text/information would be located on the plaque. The Applicant advised that a family name could replace the "Historic Structure" text located at the bottom of the plaque and that a separate plaque could be installed to contain additional historic information. Mr. Simonson asked if a family name would be in any way confusing to a mail carrier. Nik Nikolov asked if the name would be of historic significance and whether or not it could be located on a separate plaque. The Applicant agreed that a name and other information could be located on a separate plaque. Joe McGavin asked if the historic information database could be rebuilt so that identification numbers could remain on the new plaques. The Applicant advised that they have a database of 407 structures but would need the help of owners to rebuild the historic information database. Mr. Simonson stated that a QR code could be used in lieu of the previous number system. Diana Hodgson asked if the number on the plaques was the date of the structure or the street number. The Applicant advised that it is the construction date of the structure. Ms. Hodgson asked if replacement of existing plaques would be voluntary or required. The Applicant advised that plaque replacement will be voluntary. Joe McGavin asked if owners would be required to pay for the new plaques and the Applicant responded in the affirmative. Diana Hodgson asked what the cost would be, and the Applicant advised that the cost of the new plaque would be approximately \$400.00. Mr. Phillips asked if BHDA had considered a painted, cast aluminum plaque to help reduce the cost. The Applicant advised that they have discussed many options but feel that the bronze plaque is very attractive. Connie Postupack stated

that the bronze plaque will hold up and last over time. Mr. Phillips advised that another Application later on the Agenda is for a historic information plaque. Diana Hodgson feels that a separate plaque for historic information is a good idea and asked if city retailers and businesses will also be able to purchase plaques. The Applicant responded in the affirmative. Joe McGavin reiterated that he likes the idea of having numbers on the plaque that corresponds to a written document of historic information. The Applicant suggested that a number on the plaque would not be required since any information would likely be tied/related to the building address. Michael Simonson asked if all 65 properties with current plaques are part of a walking tour. The Applicant advised that there is not really a formal walking tour of the Historic District neighborhood. Nik Nikolov suggested that, if historic information is made available, there should be a way to access it without the use of technology or Wi-Fi. Mr. Nikolov loves the plaque but feels the cost may be prohibitive and should not be technology dependent. Mr. Nikolov also asked if the new plaques should be color coded to refer/relate to some of the other existing plaques located in the city. Diana Hodgson asked if grants could cover the cost of the new plaques. The Applicant responded in the affirmative and feels that BHDA will be able to overcome any cost concerns. Connie Postupack asked if a property would get a second plaque if it has a second structure located on it. The Applicant advised that the "Plaque Committee" would review this on a case-by-case basis and it would likely depend on whether each structure had a separate address and whether or not both structures were built in the same year. Michael Simons feels that after the overall plaque design is approved by HARB and BHDA provides HARB with a list of eligible properties, these individual properties can be approved for a plaque installation administratively without appearing before HARB. The Applicant agreed with this and confirmed that they will be able to provide HARB with a list of eligible properties. Nik Nikolov asked if the general public has been given the opportunity to participate in the planning for the new plaque. The Applicant advised that they have not, but the general public will be included moving forward now that BHDA has received HARB's initial input. Michael Simonson suggested that the Application be tabled and that the Applicant provide HARB with a finalized standard plaque design and a list of the 65 structures with existing plaques. Mr. Nikolov requested that the Applicant also provide the material, type, finish, and design of the attachment hardware. Mr. Simonson stated that the Applicant should return with designs for all proposed plaque options, such as various plaques that would include the date only, a building or family name, historical information, etc. The Applicant agreed to return with options and a current spreadsheet showing the 65 structures with existing plaques. Diana Hodgson asked the Applicant to be clear if any of the plaque information and instructions will be different for structures with existing plaques and structures that do not currently have plaques. Mr. Phillips asked if anything would really be different for structures currently with or without plaques and feels that it would be helpful and clearer if the plaques and information are the same for both cases.

HARB tabled any action on this Application and asked the Applicant to return at future meeting with additional information.

Motion: Michael Simonson made a motion to table any action on this Application, in accordance with the discussion outlined above,

the Guideline Citation outlined below, and with the following conditions.

1. The Applicant return to a future HARB meeting with additional information.

Second: Nik Nikolov

Result of vote: The vote was unanimous to table any action on this Application, 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

Pages 14 & 15: Signs & Awnings

- Signs should be compatible to scale of the building, adjacent buildings, the streetscape and adjacent signage
- Ambient street or storefront lighting is preferred to the installation of additional lighting

The HARB encourages,

- Signage that does not obscure or damage the architectural features, identifies the business, complements the style of the building, and is appropriately scaled for its location
- Sign design and color that reflects the architectural characteristics with materials that are consistent with the historic character of the building
- Serif-style lettering, subtle logos, and borders at the perimeter of signs located at Victorian storefronts
- Incised lettering in lieu of raised lettering at signage
- Existing ambient streetlight or storefront lighting in lieu of additional lighting whenever possible
- Signage lighting styles that are consistent with the character of the historic building including location, orientation, and brightness
- Installing signage or awning designs that are sympathetic to the style of the a building and in a manner that minimizes damage to historic features including installing fasteners at mortar joints and not stone faces

The HARB discourages,

- Signage that obstructs views into the store through storefront windows and glazing or architectural features
- Exposed conduit, boxes or raceways for signage or lighting
- New billboards, internally illuminated box signs, LED reader boards, flashing or changeable message signs, neon signs
- Contemporary or glossy awning materials such as, vinyl, plastics or leatherette: internally illuminated awnings; and waterfall awnings

Item #3: The applicant/owner of the property located at 36 East Wall Street proposes to remove the slate roofing that fronts on Wall Street and replace it with GAF Slateline Shingles in the English Gray Slate color.

Property Location: 36 East Wall Street

Property Owner: Dennis & Sheri Murphy

Applicant: Dennis & Sheri Murphy

Proposed work: The applicant/owner of the property located at 36 East Wall Street proposes to remove the slate roofing that fronts on Wall Street and replace it with GAF Slateline Shingles in the English Gray Slate color. New copper chimney flashing will also be installed.

Character Defining Features: The two-story home, constructed in the 1860's, has a cross-gabled roof penetrated by a brick chimney on the left. The gutters are half round and the downspouts are round. Both are copper. The three-bay façade below the roofline is of smooth brick with window openings containing two over two lite double hung windows with heavy heads and sills. The second-floor windows are fitted with louvered, operable shutters and the first-floor windows are fitted with paneled, operable shutters. The entrance door is asymmetrically located to the right of the façade, is accessed by marble steps, with wrought iron handrails. A shallow hood is located over the door and transom opening and is supported by brackets on each end that align with the wide doorjamb trim. The 4-panel painted wood door has radiused top panels.

Discussion: The Historic Officer, Joe Phillips, gave an overview of the project based on the Application package. The Applicant advised that they received HARB approval back in 2007 to replace the shingles on their back roof with the same shingles proposed in this Application. Diana Hodgson asked if the English Gray color was used on the back roof. The Applicant advised that the Application included a typographical error and the color of the shingles used on the rear roof and proposed as part of this Application is and will be Antique Slate.

The HARB agreed to recommend that the Bethlehem City Council issue a Certificate of Appropriateness to replace the existing slate roofing with GAF Slateline Shingles in the Antique Slate Color.

Motion: Michael Simonson made a motion to approve replacement of the existing slate roofing with GAF Slateline Shingles in the Antique Slate Color, in accordance with the discussion outlined above, the Guideline Citation outlined below, and with the following conditions.

1. Applicable permits shall be secured by the Applicant prior to any work taking place.
2. Chimney flashing to be real copper.

Second: Diana Hodgson

Result of vote: The vote was unanimous to approve replacement of the existing slate roofing with GAF Slateline Shingles in the Antique Slate Color, 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

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 36 East Wall Street proposes to install a 12"x16" bronze plaque on the front façade to commemorate Joseph H. Traeger and his contributions to the City of Bethlehem.

Property Location: 36 East Wall Street

Property Owner: Dennis & Sheri Murphy

Applicant: Dennis & Sheri Murphy

Proposed work: The applicant/owner of the property located at 36 East Wall Street proposes to install a 12"x16" bronze plaque on the front façade to commemorate Joseph H. Traeger and his contributions to the City of Bethlehem.

Character Defining Features: The two-story home, constructed in the 1860's, has a cross-gabled roof penetrated by a brick chimney on the left. The gutters are half round and the downspouts are round. Both are copper. The three-bay façade below the roofline is of smooth brick with window openings containing two over two lite double hung windows with heavy heads and sills. The second-floor windows are fitted with louvered, operable shutters and the first-floor windows are fitted with paneled, operable shutters. The entrance door is asymmetrically located to the right of the façade, is accessed by marble steps, with wrought iron handrails. A shallow hood is located over the door and transom opening and is supported by brackets on each end that align with the wide doorjamb trim. The 4-panel painted wood door has radiused top panels.

Discussion: The Historic Officer, Joe Phillips, gave an overview of the project based on the Application package. The Applicant described the significance of Joseph H. Traeger who fought in the battle of Gettysburg and was influential and involved in city business. This home dates back to the 1850's and was the first Federal Style home on the block. Furthermore, he stated that the size of the bronze plaque had been reduced to 12" x 14". The Applicant plans on removing the existing wooden date plaque from his home and installing the new plaque in its place. Diana Hodgson asked if the Applicant would consider installing a new date plaque that is being proposed by the Bethlehem Historic District Association. The Applicant responded, maybe, and that he couldn't commit to this at the moment. Ms. Hodgson asked if the proposed plaque has been ordered and the Applicant advised that it

has not yet been ordered. Joe McGavin asked if the attachment holes are aligned with mortar joints. The Applicant responded that he will make a template of the mortar joints and provide the template to the plaque manufacturer so that the attachment holes are aligned with the mortar joints. Joe McGavin asked why the proposed plaque location was not to the right of the entrance door. The Applicant advised that a new lighting fixture, previously approved by HARB, will be installed in that location to the right of the entrance door. Mr. McGavin asked if the lighting fixture would be located on the brick surface and the Applicant responded in the affirmative and noted that any attachment hardware will be located in the mortar joints and not in the face of the brick. Connie Postupack reminded the Applicant that BHDA will soon have completed designs/templates for various types of plaques, including those containing historic information. Joe McGavin would like to see consistent-looking plaques on all historic structures. Mr. Phillips agreed but reminded everyone that the BHDA plaque program is voluntary and not mandatory. Nik Nikolov stated that the proposed plaque is architecturally complimentary in style, color, and proportion. However, Mr. Nikolov feels that the Applicant should coordinate the design of his plaque with the plaque design(s) being developed by BHDA. Ms. Postupack agrees with Mr. Nikolov. Mr. Nikolov questioned if someone will be the solicitor for the content of the text to be included on future informational plaques. Mr. Phillips stated that he doesn't think that anyone should tell people what information they should or should not include on their informational plaque as long as the information specifically relates to the history of the structure and is not rude, vulgar, or otherwise offensive. Michael Simonson advised the Applicant that current zoning regulations limit the size of a "sign" on a structure to 12" x 12". Connie Postupack asked the Applicant to talk to and coordinate his plaque with BHDA. Ms. Postupack also suggested that the Applicant confirm that the size of the font/text is readable when the plaque is manufactured at its actual size. Mr. Phillips stated that he hopes that BHDA will come back to HARB with suggestions for appropriately sized plaques for historic properties that can then be reviewed and approved by zoning. Mr. Simonson agreed that he would review plaque sizing with the zoning officer to confirm the current size restrictions and determine the process to have the size changed, if necessary, for a plaque that is appropriately sized for a historic structure. Diana Hodgson suggested that the Applicant may be able to save on the cost of his plaque if he coordinates with the foundry that will produce the BHDA plaques.

The HARB agreed to table any action on this Application pending further zoning research regarding the size and location for a plaque located on a historic structure.

Motion:

Michael Simonson made a motion to table any action on this Application pending further zoning research regarding the size and location for a plaque located on a historic structure, in accordance with the discussion outlined above, the Guideline Citation outlined below, and with the following conditions.

1. Michael Simonson will review size and location of a plaque located on a historic structure with the zoning officer.

Second: Diana Hodgson

Result of vote: The vote was unanimous to table any action on this Application pending further zoning research regarding the size and location for a plaque located on a historic structure, as per the motion.

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

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Bethlehem Historic District Design Guidelines

Pages 14 & 15: Signs & Awnings

- Signs should be compatible to scale of the building, adjacent buildings, the streetscape and adjacent signage
- Ambient street or storefront lighting is preferred to the installation of additional lighting

The HARB encourages,

- Signage that does not obscure or damage the architectural features, identifies the business, complements the style of the building, and is appropriately scaled for its location
- Sign design and color that reflects the architectural characteristics with materials that are consistent with the historic character of the building
- Serif-style lettering, subtle logos, and borders at the perimeter of signs located at Victorian storefronts
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- Installing signage or awning designs that are sympathetic to the style of the a building and in a manner that minimizes damage to historic features including installing fasteners at mortar joints and not stone faces

The HARB discourages,

- Signage that obstructs views into the store through storefront windows and glazing or architectural features
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- New billboards, internally illuminated box signs, LED reader boards, flashing or changeable message signs, neon signs
- Contemporary or glossy awning materials such as, vinyl, plastics or leatherette: internally illuminated awnings; and waterfall awnings

New Business

World Heritage Plaque

Michael Simonson read into the record the attached email, dated 2 September 2025, from Stephanie Augello that provides information regarding the change in location for the installation of the World Heritage Plaque.

There being no further business, upon a Motion by Connie Postupack, a Second by Diana Hodgson, the meeting was adjourned at 6:41 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