

"ORIGINAL" RGVN 12.17.2025
HARB 01.07.2026

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS (COA)

Building address 55 EAST CHURCH STREET
Owner of building _____
Owner's email & mailing address _____ ARCHITECTURE
Phone _____ Applicant's email & _____
22 South Second Street Emmaus Pa 18049
Street and Number City State Zip Code

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 checked="" type="checkbox"/> Trim and decorative woodwork | <input type="checkbox"/> Skylights |
| <input checked="" type="checkbox"/> Siding and Masonry | <input type="checkbox"/> Metal work |
| <input checked="" type="checkbox"/> Roofing, gutter and downspout | <input type="checkbox"/> Light fixtures |
| <input type="checkbox"/> Windows, doors, and associated hardware | <input 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 checked="" 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.

SEE ATTACHED SHEET FOR PROJECT DESCRIPTION

5. **APPLICANT'S SIGNATURE**  DATE: 12/17/2025
OWNER'S SIGNATURE  DATE: 12/17/2025



SAMANTHA CIOTTI FALCONE
AIA, LEED AP, Principal

December 17, 2025

CITY OF BETHLEHEM
ATTN: Historic Architectural Review Board
10 East Church Street
Bethlehem, PA 18018

RE: Description of Work for COA Application/HARB Review of 55 East Church Street

To Whom It May Concern:

We request that this project be added to the agenda for the January 7, 2026, HARB Review Meeting. Our application and supporting documents are attached to this letter.

The renovation/addition to be completed at 55 East Church Street for Owners Jill and Robert Ammerman includes several parts. Primarily, it is an accessibility upgrade to the existing residence to install an elevator and associated shaft within the existing back stairwell. The owner is also expanding the rear porch in the backyard to allow access to a cedar hot tub in the backyard that is not visible from the street. The yard is fenced with existing stained wood fencing that consists of a solid lower panel and latticed upper panel.

The elevator shaft will mostly be concealed within the home, maintaining as much of the internal structure as is possible. The elevator shaft will extend up through the existing rear roof, behind the main gables of the home and will not be visible from East Church Street. The extension vertically will have siding to match the existing home, painted "white" to match the existing house paint. The roof will be covered with asphalt shingles in an architectural style that matches the rest of the rear home roof areas, asphalt shingles that look like slate tiles. Gable trim will match existing and be painted "gray" to match the window and roof trim throughout the rest of the house. Gutters and downspouts will be chosen to match existing copper materials. The intent is for the addition to blend seamlessly into the existing house and rooflines. The main masonry and sided walls of the main house will not be affected by this addition, only protruding above roof level.

The existing rear entry to the backyard will be renovated as well as part of this project to make the entrance a safer condition for the owners. The roof structure and gutters are to remain in place as is in this area. The new infill walls are to be clad with wood or cementitious shake siding primed/painted "white" to match the existing residence. The deck platform will be extended to allow access to a cedar hot tub. Reinforced guard rails and handrails will be included to allow safe access to the stairs and hot tub. The deck will not be visible to the side street or alley way due to the existing stained wood perimeter fence (54" +). The deck materials will be either "stained" colored composite or primed and painted wood. If it is painted, color to be "white" to match the existing porch flooring. Composite options are also being considered, we are

SCFARCHITECTURE,LLC

recommending "gray" woodgrain to match the trim color. New posts/exposed posts are to be painted "white" to match the house.

Paint chips for "white" and "gray" are included in this submission.

Material samples will be brought to the HARB meeting for discussion.

Siding material choice: Cementitious Siding or Wood Siding

Roofing Material choice: Asphalt shingles to match existing, Slateline Shingles by GAF – Antique Slate or English Gray

Paint Choices: Paint chips will be submitted.

Decking: Composite or Wood Porch Flooring

Please contact our office if there are any questions or concerns with this application. Thank you in advance for your consideration.

Respectfully submitted,

SCF ARCHITECTURE, LLC

A handwritten signature in blue ink, appearing to read 'S. Ciotti', with a stylized flourish extending to the right.

Samantha Ciotti Falcone, AIA, LEED AP

CC: Owners, Jill + Robert Ammerman
City of Bethlehem, HARB

**Historic Architectural Review Board
Photographs for COA Application of
55 East Church Street**







