A meeting of the Upper Allen Township Historical Architectural Review Board was held on August 20, 2019 at the Upper Allen Township Municipal Building, 100 Gettysburg Pike, Mechanicsburg. Roll call was taken by Chairperson Botchie and the meeting was called to order at 7:20 p.m. once a quorum was established. Joseph Cooper, Kathryn Widmer Ressler and Frank Grottola were noted as absent.

APPROVAL OF MINUTES
Mr. Toner was asked to recite the Minutes from the previous meeting. Chair Botchie called for the approval of the Minutes of the June 18, 2019 meeting. Ms. Virginia LaFond made a MOTION to approve the Minutes from the June 18, 2019 meeting. The MOTION was seconded by Vice-Chair Natasha Adler. The MOTION carried unanimously (4-0).

NEW BUSINESS

A. Rkia Hall 240 Gettysburg Pike

Ms. Rkia Hall of 240 Gettysburg Pike has made an application for a Certificate of Appropriateness to replace the existing wood windows with vinyl/glass window on their property. Other work being completed at the property includes adding new fencing and replacing existing fencing.

The property, located at 240 Gettysburg Pike, is located within the Township’s Neighborhood Commercial (C-1) Zoning District and the Shepherdstown Municipal Historic District. This 3-story brick structure was built circa 1860 for hotel use. The property, often referred to as the Union Hotel, is the only property in the Township on the National Registry of Historical Places.

Ms. Hall stated that the current windows on the third floor are in dire need of repair, some have completely rotted away, and the selection of vinyl windows was made to further enhance the protection of natural elements and to have better energy efficiency in the future. Ms. Hall
also explained that the previous owner of the property has performed work on the windows in the past but that was many years ago which lead her to the decision of the vinyl replacements. Minor repairs have been attempted on the windows to prolong their life until a more permanent solution was agreed upon. Ms. Hall also explained that the reason she would like to replace the fence and extend the fence line is to add more privacy between her property and the neighboring property.

Chair Botchie asked what the intentions are for the property if work is completed. Ms. Hall explained that she has intentions of fixing the 3rd floor ballroom to make it suitable for larger event space and the library to use as a smaller event space.

Chair Botchie asked if this was going to be a phased project replacing all the windows of the property. Ms. Hall stated that she would like to focus on the 3rd floor windows and the attic windows mainly since those windows need the most attention. Chair Botchie and Mr. Matthew Taylor asked what manufacturers have been sought out for the replacement windows. Ms. Hall explained that she has been shopping around numerous different manufacturers to see which windows will match the custom openings that currently exist at the property as she has discovered the windows are not all the same size throughout.

Chair Botchie noted that his concern with the replacement windows is to make sure they not only meet historical requirements but also look professionally done, especially after hearing about the work that has been done to the current windows.

Ms. Virginia LaFond wanted to point out that there are craftsmen in the area who specialize in wooden windows for historical districts. She recognizes the cost associated with these specialized windows but when the property was purchased with intentions of restoration you must factor for those higher costs. Ms. Hall stated that she seeks vinyl replacements because she is concerned that in another 5-6 years they will need replacing again. Ms. LaFond stated that the type of wood being used should be carefully considered as she has windows in her home from the 1860s that are still in good shape. Ms. LaFond also asked for clarification on window locations regarding the pictures provided with Ms. Hall’s application. The pictures provided to the HARB Members for review were of the back-kitchen window to show evidence of former work done to the windows, which not need repair. The other pictures provided were of the third story windows to show evidence of wood rot.

Ms. LaFond asked how the condition of the wood-work on the outside of the windows. Ms. Hall explained upon investigating their conditions the entire wood framing of the windows is rotting away which is why she is leaning towards vinyl replacements.

Vice-Chair Natasha Adler asked if there were any consideration in color choices to help match the current look of the windows. Ms. Hall stated that at this time they were going for plain white. Ms. LaFond asked if anyone has scraped the white paint away from the existing windows to see if there were any other colors used. Ms. Hall said that she did not since the wood was so rotted that it fell apart in her hands. Mr. Taylor asked if Ms. Hall brought any samples with her to show to the HARB Members; she did not. Vice-Chair Adler asked how many windows Ms.
Hall is seeking to replace. She is seeking to replace the entirety of the third floor and the four (4) attic windows. Vice-Chair Adler wanted to clarify that the first and second floor windows are not being replaced. Ms. Hall stated that they are not, with exception of the kitchen window, as those windows are not as in bad a shape as the third floor.

Ms. LaFond asked for clarification on where the fence will be extended to. Ms. Hall explained that she would like to continue the extension to South York Street along the property line to give more privacy between all properties.

Chair Botchie asked Ms. Boyer if HARB was able to make a recommendation on the fencing tonight and table the window discussion until a sample or further detail were provided. Ms. Boyer stated that yes, a partial recommendation is acceptable.

No public comment was given.

Chair Botchie called for a motion. Ms. LaFond made a MOTION to recommend approval for the repair and extension of the existing fence line and to table the discussion on the window replacements until the next available meeting. Vice-Chair Adler seconded the MOTION. The MOTION carried unanimously (4-0).

**ADJOURNMENT**

There being no other business, Chairman Botchie adjourned the meeting at 8:26 p.m.