

**MINUTES – HARB Regular Meeting  
June 1, 2020**

**MINUTES**

**HARRISBURG ARCHITECTURAL REVIEW BOARD  
REGULAR MEETING  
June 1, 2020  
VIRTUAL MEETING ON ZOOM PLATFORM**

**MEMBERS PRESENT:** AJ Jordan  
Trina Gribble, Vice Chair  
Anne Montgomery, Assistant Codes Administrator  
Camille Bennett  
Jeremiah Chamberlin

**MEMBERS ABSENT:** April Rucker  
Neil Heffelfinger

**STAFF PRESENT:** Frank Grumbine, Historic Preservation Specialist and Archivist  
Tiffanie Baldock, Senior Deputy City Solicitor

**OTHERS PRESENT:** Matt Long, Harrisburg Commercial Interiors  
Chris Bryce, Owner of 121 Locust Street

**CALL TO ORDER: 6:02 PM**

**APPROVAL OF MINUTES:**

Mrs. Bennett moved, and Mr. Chamberlin seconded the motion to Approve the May 4<sup>th</sup> minutes. The Board approved the motion to Approve minutes from the October meeting by unanimous vote (5-0).

**OLD BUSINESS:** N/A

**NEW BUSINESS:**

- 1. 121 Locust Street, filed by Harrisburg Commercial Interiors, to install a new deck on the 2<sup>nd</sup> floor rooftop and to install cementitious fiberboard on the rear of the 3<sup>rd</sup> floor.**

Mr. Grumbine gave a synopsis of the case report recommending the request be Approved with the following conditions:

1. The proposed deck and railing system must meet existing building code requirements.

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The case was represented by Matt Long, PO Box 10 Marysville, PA 17053 (aka “the Applicant”).

Mr. Jordan asked if the Applicant had anything to add to the proposal. The Applicant asked if there was a photo of the proposed railing included in the materials. Mr. Chamberlin and Mr. Jordan stated that there was no photo included. Mr. Jordan asked what the material the vertical members of the railing system would be composed of. The Applicant stated that the vertical members and railings of the new deck would be composed of composite aluminum with a cable system.

Mrs. Gribble asked that if new wood windows are part of the application. The Applicant stated that new wood windows are not part of the application. Mr. Jordan said he does not see any big issues with the proposal but was curious if the new addition will impact any historic materials. The Applicant stated that no historic materials will be impacted.

Mrs. Baldock stated that Chris Bryce entered the meeting. Mr. Jordan asked Mr. Bryce to state his name and address for the record. Christopher Bryce, 2901 North Front Street Harrisburg, PA. Mr. Bryce said he does not have anything specific to add to the discussion and that he has confidence in Matt to answer any questions. The Applicant stated that Mr. Bryce is the owner of the subject property.

Mr. Jordan opened the discussion for public comment. There were no comments.

Mr. Chamberlin moved; Mrs. Montgomery seconded the motion to Approve with conditions. The motion was adopted with a unanimous vote (5-0).

**2. 311 South Front Street, filed by Harrisburg Commercial Interiors, to install a deck, railing, staircase, and doorway on the side of the building.**

Mr. Grumbine gave a synopsis of the case report recommending the request be Approved with the following conditions:

1. The Applicant must paint the new deck and all wood components when appropriate.
2. Any anchor points for the proposed deck must only be made into mortar joints. The historic brick shall not be damaged by the installation of the addition.
3. The new handrail system must meet existing building Code Requirements.
4. The Applicant must work with the City’s floodplain administrator prior to construction.

The case was represented by Matt Long, PO Box 10 Marysville, PA 17053 (aka “the Applicant”)

Mr. Jordan asked the Applicant whether they had anything to add to the proposal. The Applicant stated that since the property is in the floodplain, they want to make the building more usable by adding the deck for a secondary access for the second-floor apartment and that the first floor will be for commercial use. Mr. Chamberlin stated that he appreciates the fact that the deck can be removed in the future if necessary without impacting historic materials.

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Mrs. Gribble had a question about replacing a window with a door on the side of the structure. The Applicant stated that a window would be removed to install a door and that there would be a section of brick removed to install the door. The Applicant stated that the new door will be composed of wood.

The Applicant stated that the architectural drawings do not show any detail for the balusters and was seeking advice from HARB regarding potential designs for the balusters. Mr. Chamberlin stated that he said he would prefer something more detailed than the typical 2x2 pressure treated balusters. The Applicant asked if the balusters used at the neighboring property would be acceptable and offered to go outside to try and show the detail of the design.

Mrs. Gribble asked Mr. Grumbine about the first condition and felt that it was not specific enough. Mr. Grumbine agreed and stated that he can amend the first condition to reflect a more specific time-period for painting.

The Applicant stated that the neighboring property used 1x6 pressure treated lumber which was cut and grooved for new balusters. Mr. Grumbine stated that the baluster the Applicant is referring to is similar to an hour-glass shape. Mr. Chamberlin stated that type of design is typical throughout many properties in the City's historic districts. Mrs. Gribble stated that she would not recommend the use of turned balusters and would like something more contextual to the period of the property.

Mr. Jordan asked if there were any additional questions about the materiality of the proposed deck. There were no additional comments. Mr. Jordan explained that the first condition needs to be amended to specify a timeline. Mr. Jordan reiterated the rest of the Planning Bureau's conditions of approval. The Applicant asked who the City's floodplain administrator is. Mr. Grumbine stated that Mr. Geoffrey Knight is the City's floodplain administrator.

Mrs. Montgomery asked if the Board has decided on the design of the balusters. The Applicant stated he will try to match the baluster design on the neighboring property. Mr. Chamberlin stated the Board can add a fifth condition to confirm the design of the balusters. The Applicant stated that he will submit a finalized photo of the proposed design of the balusters to the Planning Bureau. Mr. Chamberlin said that it is up to the Planning Bureau to confirm that the design of the balusters will match those shown in the meeting.

Mr. Grumbine asked the Board to restate the new condition. Mr. Jordan said that the Planning Bureau will confirm that the new balusters match the submitted photo by the Applicant.

Mrs. Bennett moved to Approve the proposal with additional conditions, Mr. Chamberlin seconded the motion to Approve. The motion was adopted with a unanimous vote (5-0).

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**OTHER BUSINESS:**

**1 Discussion on historic district guidelines.**

Mr. Chamberlin stated that a member of the community requested that HARB relaxes their requirement to submit eight hard copies of the applications to the Planning Bureau. Mr. Chamberlin stated Justin Heinly requested that the rules be relaxed given the changing environment of the pandemic. Mr. Grumbine said that Mr. Heinly is working to submit a COA application for the July meeting and has been in contact with him. Mrs. Baldock stated that most of the hard copies are for distribution to the Board members and that it is up to Mr. Grumbine to make the decision regarding the requirement for hard copies. Mrs. Baldock stated that the City needs at least a hard copy for file, but other than that the Board can work digitally if possible. Mr. Jordan said he appreciates the idea of going all digital but that it may not work if the Board is to meet again at City Hall. Mr. Chamberlin stated that Mr. Grumbine probably spends a fair amount of time printing and distributing paper copies. Mr. Grumbine stated that he spends sometimes up to two days printing, organizing, and distributing paper copies to HARB Board members to prepare for the meetings. Mrs. Gribble stated that she would rather the Planning Bureau spend the time doing something more beneficial to the community and is in favor of going all digital. Mr. Chamberlin stated that he thinks the public would prefer to go all digital, that way all the materials are visible by everyone. Mrs. Baldock stated that this is an issue with all the land use boards. Mr. Grumbine stated that he has been requiring the submission of all copies based on the uncertainty of when HARB meetings may be in person again. Mrs. Baldock stated that Mr. Grumbine can be flexible with the requests of the Applicants in how they submit their materials and that it is likely that HARB meetings will be virtual at least throughout the summer.

Mrs. Gribble asked Mr. Grumbine about the issue at 1102 Green Street. Mr. Grumbine stated that some original windows were replaced at the property and has been working to come to a resolution regarding the violation. Mrs. Gribble stated that she was contacted by a concerned resident about the replacement. Mr. Jordan stated that he recalls there being some vandalism at that property a while back. Mrs. Baldock asked Mr. Grumbine who owns the property. Mr. Grumbine replied that Wendell Hoover is who he has been in contact with regarding the violation. Mrs. Baldock stated that last year the Board already dealt with Mr. Hoover regarding a window violation. Mr. Grumbine said that the 2<sup>nd</sup> and 3<sup>rd</sup> floor windows were not original but the first floor windows were original and had been replaced.

Mrs. Gribble stated that the Board has lost a lot of momentum with writing the new historic district guidelines. Mr. Grumbine said that he has been working on the guidelines and has a couple chapters drafted and stated that working on the guidelines is very slow and takes a lot of time. Mr. Grumbine said if all the Board members have an electronic copy of their progress and could sent it to him, it would be helpful. Mrs. Bennett stated that she uploaded all her materials to the open document. Mr. Grumbine confirmed that she submitted her materials and that other members submitted materials in a Word document. Mr. Grumbine stated that the format is a matter of preference in how they work. Mrs. Baldock asked Mr. Grumbine if he could send her the document. He stated that he would send her the document. Mrs. Baldock stated that the City has limited resources for collaborative work and that there are other options. Mrs. Gribble stated that

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all the members were working in their own way. Mr. Grumbine said that if each Board member communicates with him regarding their progress on their chapters it would be helpful. Mr. Grumbine stated that he has been working on all other chapters that were not assigned to HARB Board members. Mr. Grumbine stated that Mrs. Gribble had sent him some progress and has it on his desktop. Mr. Grumbine said if all members can send him the most updated progress that they have it would help him populate the new guidelines.

Mr. Jordan stated that Board member Rucker sent an email to him trying to enter the HARB meeting but had issues and was unable to join the meeting.

Mrs. Gribble stated that she took part of PHMC's webinar about how COVID-19 has emphasized the importance of historic preservation and a community's sense of place. Mrs. Gribble emphasized that the pandemic has made it clear how important historic preservation is to the economic and social development of a community. Mrs. Gribble explained that it is important that the Board and the City continues to be engaging with the public. Mrs. Baldock stated that since the pandemic has occurred, the City has been more engaging with the public through various mediums that were never employed. Mrs. Baldock also stated that the City is currently working to redesign the website. Mr. Grumbine stated that prior to the pandemic he was actively working with Historic Harrisburg Association to hold various meetings and workshops to emphasize the importance of historic preservation. Mrs. Bennett stated that she also took part in the webinar.

Mr. Jordan stated that the following day is the Pennsylvania primary and urged everyone to vote.

**ADJOURNMENT: 7:03 PM**

Mr. Chamberlin moved, and Mrs. Gribble seconded the motion to adjourn. The motion was adopted by unanimous vote (5-0) and the meeting adjourned at 7:03 PM.