

## ALLENTOWN HISTORIC PRESERVATION REVIEW COMMISSION

Minutes for January 19, 2020

The regular Meeting of the Allentown Historic Preservation Review Commission was called to order by Chairwoman Jan Meerwarth at 7:00 PM.

### SALUTE TO FLAG

### COMPLIANCE STATEMENT:

In compliance with the Open Public Meetings Act, Chapter 231, P. L. 1975, Section 5, adequate notice has been given of this meeting by posting a Notice in a public place and by transmitting a notice in two newspapers, The Trenton Times and the Asbury Park Press as required by law.

**OATH OF OFFICE:** Laurie Gavin read the oath of office to all reappointed members. Members received a copy of the oath prior to the meeting and will submit signed copies to the Chair.

### ROLL CALL:

Present: Allison Arnone, Jan Meerwarth, Brian Mojta, Frank Cincotta, Suzanne Smith, Nancy Tindall, Wil Borkowski, Kurt Wayton, David Bamford, Cindy Malsbury

Absent excused: Ed Dallas

Council Liaison present: Mayor Thomas Fritts

### MINUTES

Minutes from the November 19 meeting will be delayed until the next meeting

### OFFICERS

Nomination for Chair: Jan Meerwarth

Motion: Allison Arnone

Second: Kurt Wayton

Nancy Tindall moved to close nominations

Second: Kurt Wayton

A Voice Vote was taken

Ayes: all present

Nays: none

The Motion passed.

Nomination Vice Chair: Frank Cincotta

Motion: wil Borkowski

Second: Brian Mojta

Nancy Tindall moved to close nominations

Second: Kurt Wayton

A Voice Vote was taken

Ayes: all present

Nays: none

The motion passed.



Nomination for Secretary: Kurt Wayton  
Motion: Allison Arnone  
Second: Wil Borkowski  
Nancy Tindall moved to close the nominations.  
Second: Kurt Wayton  
A voice vote was taken  
Ayes: all present  
Nays: none  
The motion passed.

**APPROVAL OF 2021 CALENDAR: THIRD THURSDAY OF THE MONTH at 7p**

**Motion to approve the 2021 meeting schedule:** Nancy Tindall

**Second:** Wil Borkowski

A Voice Vote was taken

Ayes: all present

Nays: none

The motion passed.

**PUBLIC PARTICIPATION:** *(3) minutes per person on agenda items only.*

- Public Participation. None.

**APPLICATIONS:**

1. **Sign. 49 South Main St. Henry Wikoff.** Applicant was not present. Application was for a sign for a gallery business that will be located in the first floor of a residence. The style of the sign was endorsed. The Committee would like to see information about bracket, mounting hardware and mounting height. A sketch rendering was suggested. Material is painted wood.
2. **Penn Reach, Inc. Medical Group Home Building. 21 Waker Ave.** Applicant was not present. Application was for a new group home located on a vacant parcel of land between two properties on Waker Avenue. No sidewalks are planned on Waker Avenue in this location. The group reviewed and discussed materials provided. The following recommendations were made:
  - a. Replace Vinyl Cedar Impressions, Phypon and Asek trim with wood or HardiBoard siding and shutters either just the front façade or full envelope. Omit panels shadow boxes beneath windows.
  - b. Omit "J" channels at windows and corners on the front façade.
  - c. Omit shutters since they are not the proper scale and are not functional.
  - d. HPRC will provide an alternate or example of a supplier (i.e. CertainTeed).
  - e. Latest drawings are from January 6, 2021.
  - f. The Committee requested information about lighting options. Lighting should follow Historic District Design Guidelines.
  - g. The Committee requested a meeting with owner to understand the rationale for the property setback.
  - h. The Committee requested a site plan to understand the setback and parking.
  - i. Recommend considering planting in front of the parking area to obscure view of parking lot.

**OLD BUSINESS:**

1. Update on **Historic Marker**: Allison Arnone will send proposed text to Reverend Smart for review.
2. Update on **HP Ordinance and Design Guidelines**: Mayor Fritts spoke with J Meerwarth, Michele Donato, A Arnone. The next Borough Council meeting will be a discussion of the content. The following meeting will be the first reading. Michele Donato will give Counsel an opportunity for questions. The third meeting will focus on new ordinances. The public invited to participate.
3. **Village History Sign** in Sensi Park. No further discussion within Borough Council about where it stands. Mayor Fritts will follow up with Councilman Strovinsky.
4. **TAP grant** application was submitted and included recommendations of a variety of committees. Funds were added to the request to include signage (Gateway signs and wayfinding). TAVI is no longer involved in the Gateway Signage project.
5. **Update on Historic Preservation Ordinance and Design Guidelines**:  
Jan Meerwarth and Allison Arnone updated the group on the status of the Historic Preservation Ordinance, Design Guidelines and Land Use Development Regulations. Allison and Jan led three meetings with Borough Council members describing the HP Ordinance and Design Guidelines. The meetings went well, no major issues or concerns. Michele Donato will provide an overview of the three documents during the January 19 Borough Council meeting for discussion.

**New Business:**

- **None**

There being no further business, Chairperson Meerwarth declared the meeting adjourned at approximately 8:25 pm.

Motion to adjourn: David Bamford

Second: Wil Borkowski

Respectfully submitted by Allison Arnone, Secretary