

**CITY OF BETHLEHEM**

**HARB CERTIFICATE OF APPROPRIATENESS**

**DATE: 6 February 2019**

**APPLICANT MUST ATTEND MEETING FOR CASE TO BE HEARD**

**Deadline for submittals is by noon, two weeks prior to the next scheduled meeting.**

Submit original plus 10 copies.

**HARB MEETING MINUTES AND SUBMISSION**

MEMBERS PRESENT

Fred Bonsall  
Marsha Fritz  
Connie Glagola  
Connie Postupack  
Phil Roeder  
Derrick Clark  
Genevieve Marcon  
Diana Hodgson  
Beth Starbuck

VISITORS PRESENT

Jackie Parks, MKSD Architects/Moravian Coll.  
Jill Hewes, MKSD Architects/Moravian College  
Amber Donato, Moravian College  
Mark Reed, Moravian College  
Stephen Pallone, 225 East Wall Street  
Ed Courier, Bethlehem Press

MEMBERS ABSENT

STAFF PRESENT

H. Joseph Phillips AIA, Historic Officer  
E-mail: [jphillips@phillipsdonovanarchitects.com](mailto:jphillips@phillipsdonovanarchitects.com)

MINUTES:

There was no action on Minutes from previous meetings. The 6 February 2019 meeting of HARB was called to order by Chairperson Fred Bonsall at 4:00 pm.

**ITEM #1:** Election of Officers for 2019.

The HARB, upon motion by Marsha Fritz and seconded by Connie Postupak, unanimously approved Mr. Fred Bonsall to serve as HARB Chair.

The HARB, upon motion by Marsha Fritz and seconded by Connie Postupak, unanimously approved Mr. Phil Roeder to serve as HARB Vice Chair.

**ITEM #2:** The applicant proposes to install a new, freestanding garden shed at the Northeast corner of the rear of the property located at 225 East Wall Street.

**Property Location:** 225 East Wall Street

**Property Owner:** Stephen Pallone

**Address:** [REDACTED]

**Email:** [REDACTED]

**Phone:** [REDACTED]

**Applicant:** Same as above.

**Address:**

**Email:**

**Phone:**

**Proposed work:** The applicant proposes to install a new, freestanding garden shed at the Northeast corner of the rear of the property. The proposed "Dutch Barn" style, single story shed will be 8' wide by 12' long by 10' tall. The shed will be placed on a flat crushed stone pad. The shed is proposed to be finished on the exterior with sandstone colored vinyl siding, red trim, and gray window shutters.

**Guideline Citation:** Secretary of Interior Standards No.(s) #9 & #10

**Evaluation, Effect on Historic District, Recommendations:** No negative impact to the historic district.

**Discussion:** The applicant gave an overview of the proposed shed and the proposed location on the site as shown on the Application for COA. Marsha Fritz asked what color was proposed for the roof shingles and the applicant responded gray as shown on the picture attached to the Application. Genevieve Marcon asked if the shed would be site built or purchased off-site and delivered to the site. The applicant responded that the shed would be built off-site and delivered to the site. Marsha Fritz questioned whether both the shingles and shutters would be gray and the applicant answered in the affirmative. She further questioned what the material of

the doors would be. The applicant responded that they would be PVC. Marsha Fritz stated that the doors should be gray in color to match the siding or shutter color. Beth Starbuck asked Phil Roeder how often sheds, and particularly vinyl sided sheds, are approved in the historic district. Phil Roeder responded that they are not often approved or even submitted because most homes have garages. This home/property does not have a garage. Marsha Fritz objected to the gambrel roof form and stated that she prefers a gable or "A" roof form. She further stated that she was okay with the vinyl siding since the building is a temporary structure and can be easily removed from the site. Beth Starbuck added that the main house was constructed in approximately 1946, is a more modern home, and was not an historic contributor. Marsha Fritz stated that she did not see a need to install window shutters on the shed since a colored shutter would only draw more attention to a utilitarian building that should not have attention drawn to it.

**The HARB agreed to recommend that the Bethlehem City Council issue a Certificate of Appropriateness for the application to install a new, freestanding garden shed at the Northeast corner of the rear of the property.**

**Motion:**

Marsha Fritz made a motion to approve the new garden shed installation with the following conditions.

1. The shed will be a temporary structure installed on a crushed stone pad and without a permanent foundation.
2. The shed will be the size and located as shown in the Application for COA.
3. The gambrel roof will be changed to a gable or "A" roof with a minimum roof pitch of 6 on 12 to approximately match the roof pitch of the main house.
4. The window shutters will be eliminated and not installed on the shed.
5. The vinyl siding color will be Sandstone as shown in the Application for COA.
6. The building trim will be red, as shown in the Application for COA, to approximately match the color of the brick on the main house.
7. The doors will be gray to match the Sandstone siding or other gray color sample included in the Application for COA.
8. The window frames and trim shall be painted red.
9. The roof shingles shall be dark gray in color.

**Second:**

Phil Roeder

**Result of vote:** The vote was unanimous to approve the new garden shed installation as per the motion at 225 E. Wall St.

**Item #3:** The Applicant proposes to replace windows, exterior tile flooring, existing door hardware, signage on the entrance doors, and the awning at 428-444 Main St. (Moravian Book Shop).

**Property Location:** 428 – 444 Main Street (Moravian Book Shop)

**Property Owner:** Moravian College

**Address:**

**Email:**

**Phone:**



**Applicant:** Amber Donato

**Address:** Same as above.

**Email:** Same as above.

**Phone:** Same as above.

**Building Description:** This structure is a 3-bay, 2-story building with storefront windows on the first floor and 1 over 1 double-hung windows on the second floor. The original building was constructed circa 1940 as an automobile showroom and consisted of terra cotta finish over framing of vast glass areas on both floors. In the 1950's it was altered to a "colonial" finish and used as a furniture store. In 1983 the building was altered to Victorian Revival for specialty shops. The building is currently being renovated to house brewery and deli tenants in addition to the Moravian Book Shop.

**Proposed Work:** The Applicant proposes to replace windows, exterior tile flooring, existing door hardware, signage on the entrance doors, and the awning as follows.

1. Window Replacement: Replace existing storefront with aluminum bi-folding windows.
2. Tile Floor Replacement: Replace existing quarry tile with new porcelain tiles to create Moravian Star Image.
3. Tenant Signage: (Entry Doors) Lost Tavern Brewery and Dave's Deli will be occupying the space. Their respective logos will be applied to one of the glass panes on the existing entry doors.
4. Tenant Signage: (Building Signs) Existing hanging signage on the building will be replaced. Signage will identify the Book Shop, as well as the tenants, Lost Tavern Brewery and Dave's Deli.
5. Exterior Wood Door Stain: Moravian College is proposing to stain the front entry doors instead of painting them. The existing double doors into 444 property are stained. The

existing single doors into the 428 property are painted. The applicant is proposing to unify the façade by having all of the doors stained.

6. Existing Door Hardware: Existing door hardware will be removed at the northern entrance. This door will become “exit only”.
7. Awning Color: The applicant is proposing to use the “Silver Tweed Tempotest 47” fabric by the Miami Corporation.

**Guideline Citation:** Secretary of Interior Standards No.(s) #9 & #10

**Evaluation, Effect on Historic District, Recommendations:** No negative impact to the historic district.

**Discussion – Item #3-1:** The applicant gave an overview of item number one (1) window replacement and presented a sample of the proposed window frame. Fred Bonsall asked why they were proposing four (4) panes for the bi-folding windows and not three (3) panes to match the window rhythm on the right side of the building. The applicant responded that the twelve-foot-wide opening is too wide for three (3) bi-folding panes. Marsha Fritz asked the applicant if they would consider replacing the windows on the right side of the building façade with four (4) panes to match the rhythm of proposed bi-folding windows on the left side of the façade. The applicants agreed.

**The HARB agreed to recommend that the Bethlehem City Council issue a Certificate of Appropriateness for the application to replace windows at 428-444 Main St. (Moravian Bookstore).**

**Motion:** Phil Roeder made a motion to approve replacing windows on the left side of the building as shown in the application with the following conditions.

1. The existing windows on the right side of the building (Currently three (3) panes.) shall also be removed and replaced with four (4) panes of glass to match the rhythm and frame profile of the new aluminum bi-folding windows to be installed on the left side of the building façade.
2. The window frames will be painted blue to match the color of the building’s trim.

**Second:** Marsha Fritz

**Result of vote:** The vote was unanimous to approve replacing windows as per the motion.

**Discussion – Item #3-2:** The applicant gave an overview of item number two (2) exterior tile flooring replacement and presented samples of the proposed tile materials in the three colors to be installed. The applicant advised that the 12" x 24" slate-look porcelain tiles in the Public Right of Way are being replaced in coordination with the City's Engineering Department. Marsha Fritz asked how large the tiles located in the covered entrance would be. The applicant responded that the tiles in the covered entrance alcove would be 3" x 3". The dark gray, light gray, and cream-colored tiles will surround a 6'-6" medallion made with the same tiles that are water jet cut to make the text and Moravian star. The grout color will be a shade in between the dark and light gray colored tiles. Marsha Fritz asked if the tile pattern would continue into the interior of the tenant space. The applicant responded that it would not.

**The HARB agreed to recommend that the Bethlehem City Council issue a Certificate of Appropriateness for the application to replace exterior tile flooring at 428-444 Main St. (Moravian Bookstore).**

- Motion:** Beth Starbuck made a motion to approve replacing exterior tile flooring as shown in the application with the following conditions.
1. All tile and grout materials will be frost-proof.
- Second:** Marsha Fritz
- Result of vote:** The vote was unanimous to approve replacing exterior tile flooring as per the motion.

**Discussion – Item #3-3:** The applicant gave an overview of item number three (3) tenant signage (entry doors). Beth Starbuck asked if this was the only signage that would be located on the glass doors. The applicant replied in the affirmative. Fred Bonsall asked if the signage would be vinyl. The applicant confirmed that the signage would be of a vinyl material that is applied to the glass and is removable.

**The HARB agreed to recommend that the Bethlehem City Council issue a Certificate of Appropriateness for the application for Tenant Signage (entry doors) at 428-444 Main St. (Moravian Bookstore).**

- Motion:** Beth Starbuck made a motion to approve the installation of Tenant Signage on the entry doors as shown in the application with the following conditions.

1. No part of the graphics or text shall be brilliant white, but shall be a creamy white, off white, or light gray.

**Second:** Diana Hodgson

**Result of vote:** The vote was unanimous to approve installation of Tenant Signage on the entry doors as per the motion.

**Discussion – Item #3-4:** The applicant gave an overview of item number four (4) tenant signage (building signs). Fred Bonsall raised a concern about the height of the bottom or lowest portion of the hanging signs. Phil Roeder advised that the lowest portion of the sign would be at 8'-0" which is acceptable. Marsha Fritz questioned which existing bracket would be used to hang the new signs from. After some discussion, it was agreed that the new signs would be hung from the bracket to the right or south of the existing entrance alcove. It was also discussed and agreed that the sign bracket to the left or north of the entrance alcove would be removed from the building. Diana Hodgson asked if the new Moravian Book Shop sign would be rectangular instead of slightly arched like the present sign. The applicant replied in the affirmative. Joe Phillips advised that there was also an existing sign hanging in the center of the entrance alcove that identified an Accountant Tenant and the Book Shop and asked the applicant if this sign was also going to be replaced. The applicant replied that they would like to replace this sign as well, but it was not part of this submission. After some discussion about this additional sign, the applicant agreed to take some time to study the design of this sign and come before the HARB with a separate application at a later date.

**The HARB agreed to recommend that the Bethlehem City Council issue a Certificate of Appropriateness for the application for Tenant Signage (building signs) at 428-444 Main St. (Moravian Bookstore).**

**Motion:** Marsha Fritz made a motion to approve the installation of Tenant Signage, hung from the building, as shown in Exhibit 4A of the application with the following conditions.

1. New signs shall be hung from the existing "artistic" sign bracket that is to the right (South) of the entrance alcove. This is the bracket that the existing Moravian Book Shop sign is currently hanging from.
2. The sign background color shall be coal black. The letters and pinstriping on the signs will be carved into the signs. The lettering shall be a Serif style and be painted silver. The

pinstriping around the perimeter of the sign will be silver in color to match the lettering.

3. The signs will be double sided with the same design and text on both sides.
4. The bottom of the sign shall be tide back to the building with a nice chain to control it from excessive swinging.
5. The empty sign bracket to the left (North) of the entrance alcove shall be removed from the building. Any resulting holes from the sign bracket mounting hardware will be patched and painted.

**Second:** Derrick Clark

**Result of vote:** The vote was unanimous to approve installation of the hanging Tenant Signage as per the motion.

**Discussion – Item #3-5:** The applicant gave an overview of item number five (5), Exterior Wood Door Stain. The applicant advised that the existing double doors into the 444 property are stained and the existing single doors into the 428 property are painted. The applicant is proposing to unify the façade by having all doors stained. The applicant showed HARB a physical sample of the proposed door material. Diana Hodgson asked if the clear finish on the doors would be a satin finish. The applicant replied in the affirmative.

**The HARB agreed to recommend that the Bethlehem City Council issue a Certificate of Appropriateness for the application to apply a stain finish to the exterior wood entry doors at 428-444 Main St. (Moravian Bookstore).**

**Motion:** Genevieve Marcon made a motion to approve the application of stain to all exterior wood entry doors as shown in Exhibit 5A of the application with the following conditions.

1. All doors will receive a final coat of clear satin finish.

**Second:** Beth Starbuck

**Result of vote:** The vote was unanimous to approve the application of stain to all exterior wood entry doors as per the motion.

**Discussion – Item #3-6:** The applicant gave an overview of item number six (6), Existing Door Hardware. The existing door hardware on the pair of doors on the North side of the entrance



alcove will be eliminated from the exterior or pull side of this pair of doors. The existing hardware will be retained in storage in the event that it needs to be reinstalled in the future. The current plans call for this door to be an exit only. Therefore, to avoid any confusion to patrons, there will not be any hardware installed on the exterior side of these doors. Marsha Fritz asked where the exit only sign will be located for this pair of doors. The applicant advised that an "Exit Only" sign will be located on the interior of the building and not on the doors.

**The HARB agreed to recommend that the Bethlehem City Council issue a Certificate of Appropriateness for the application for elimination of door hardware on the exterior side of the pair of doors on the North side of the entrance alcove at 428-444 Main St. (Moravian Bookstore).**

**Motion:** Genevieve Marcon made a motion to approve the elimination of door hardware on the exterior side of the pair of doors on the North side of the entrance alcove as shown in Exhibit 6A of the application with the following conditions.

1. The pair of doors will be exit only and a sign stating such will be located on the interior of the building, just inside these doors and clearly visible from the exterior.
2. The existing door hardware will be retained in storage in the event that it will need to be reinstalled in the future.
3. **Second:** Marsha Fritz

**Result of vote:** The vote was unanimous to approve the elimination of door hardware on the exterior side of the pair of doors on the North side of the entrance alcove as per the motion.

**Discussion – Item #3-7:** The applicant gave an overview of item number seven (7), Awning Color. That applicant stated that they had previously been before HARB and at that time a light blue awning color had been approved. This approved blue fabric color was installed on the building. However, after installation, the applicant had second thoughts about whether or not it was the appropriate color. The applicant asked HARB for their opinion on the color and the general consensus was that the blue color was not the correct or appropriate color. Both Fred Bonsall and Marsha Fritz advised that they had gotten calls from concerned residents questioning the appropriateness of the blue awning fabric. Diana Hodgson felt that, with its' new blue color scheme and blue awnings, the building seems very blue and needs something to tone it down. The applicant then proposed that the awning fabric be changed from the existing

light blue to Silver Tweed Tempotest 47 by Miami Corporation. The applicant presented a sample of this fabric and HARB received it favorably.

**The HARB agreed to recommend that the Bethlehem City Council issue a Certificate of Appropriateness for the installation of Silver Tweed Tempotest 47 awning fabric in place of the existing light blue awning fabric at 428-444 Main St. (Moravian Bookstore).**

**Motion:** Genevieve Marcon made a motion to approve the installation of Silver Tweed Tempotest 47 awning fabric by the Miami Corporation in place of the existing light blue awning fabric in accordance with the sample presented by the applicant.

**Second:** Diana Hodgson

**Result of vote:** The vote was unanimous to approve installation of Silver Tweed Tempotest 47 awning fabric as per the motion.

**ITEM #4:** Phil Roeder advised that the next Historic Conservation Commission Meeting will be held on 25 February 2019 at 6:00 PM. He asked that everyone please take note of the new meeting time.

There being no further business, the meeting adjourned at 5:14 PM.

Respectfully Submitted,



H. Joseph Phillips, AIA  
Historic Officer