



## M E M O R A N D U M

**TO: HARB MEMBERS**  
**FROM: AMY WOLDT JOHNSON**  
**DATE: OCTOBER 17, 2025**  
**SUBJECT: OCTOBER 21, 2025, MEETING AGENDA**

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The scheduled meeting of the Reading Historical Architectural Review Board will be held on Tuesday, October 21, 2025, at **6:30p.m. in the Penn Room** on the first floor of City Hall, 815 Washington St. The public is invited to attend in person or virtually. The public must register to speak by emailing [amy.johnson@readingpa.gov](mailto:amy.johnson@readingpa.gov) or via telephone at 610-655-6414 no later than 4:00pm on Monday, October 20, 2025. The meeting agenda can be viewed at the following link: [Historical Architectural Review Board \(HARB\) \(readingpa.gov\)](https://www.readingpa.gov/harb).

- To join from a computer, smartphone, or tablet: open the Zoom app or navigate to <https://zoom.us/join>, then enter the meeting ID (988 8538 5192) and passcode (592743).

### **AGENDA**

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|--------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>6:30 p.m.</b>         | Call to order. Reading of the minutes of previous meetings.                                                                                                                                                                                                                                                                                         |
| <b>6:35 p.m. ITEM #1</b> | <b>241 S. 5<sup>th</sup> St.</b><br><b>Highland Real Estate Group, Owner</b><br><b>Composite Index Rating: 50</b><br>Review proposal for the removal of 2 installed mini-split AC units from their current location above the first floor windows at the rear northern façade and their relocation at the ground level at the rear northern façade. |
| <b>6:50 p.m. ITEM #2</b> | <b>401 Oley St.</b><br><b>Paul Gibbs, Owner</b><br><b>Composite Index Rating: 124</b><br>Review proposal for the painting of exterior masonry surfaces and the front entrance door at the southern facade (violation – work has been completed).                                                                                                    |



**7:05 p.m. ITEM #3**

**536 S. 7<sup>th</sup> St.**

**Miriam Margarito, Owner**

**Composite Index Rating: 26**

Review proposal for the replacement of the existing 4' high wood fence with a 6' high white vinyl or a 6' high wood fence at the southern property line.

**7:20 p.m. ITEM #4**

**6 N. 11<sup>th</sup> St.**

**Marisol Corona, Owner**

**Composite Index Rating: 66**

Review request for the installation of one 48" wide x 52" high wall mounted sign to read "Corona Notary, TAXES, AUTO TAGS, BILL PAYMENTS, MONEY TRANSFERS, NOTARY", with logo, in blue and white letters on a white, blue and red background to be located at the southern façade and to include the 12" wide portion of the sign reading "NOTARY" to wrap around to the front façade of the building; installation of one 18" wide x 30" high wall mounted sign to read "Corona Notary, TAXES, AUTO TAGS, BILL PAYMENTS, MONEY TRANSFERS, IMMIGRATION FORMS, AUTO INSURANCE, TRANSLATOR, ITIN NUMBER", with logo, in blue and white letters on a white, and blue background to be located south of the front entrance door between the door and the window; installation of an 18 ¾" wide x 23 ¾" high vinyl cling sign to read "Corona Notary", with logo and the hours of operation in gray letters to be installed in the upper portion of the front entrance door.

**7:35 p.m. ITEM #5**

Review applications approved by Staff:

- a. 604 Laurel St., Ramon Proano, Owner  
Painting of exterior surfaces.
- b. 514 Bingaman St., Nelis Bautista, Owner  
Replacement of the wood window at the first floor front façade in in kind.
- c. 849 N. 3<sup>rd</sup> St., Mark Reppert, Owner  
Replacement of the deteriorated wood trim and cornice as necessary at the second floor front façade in kind, painting of exterior surfaces in kind.

**7:40 p.m.**

**Other Business**

- Preservation Officer's Report on Action Items:
  - 108 S. 6<sup>th</sup> St. – Vinyl window installed incorrectly in the bay window at the southern façade. Staff has sent a compliance letter.
  - 253 N. 5<sup>th</sup> St. – Demolition by Neglect, Property Maintenance Violation. The City Codes Office has installed black painted plywood in the window openings to help protect the building. Plans for interior renovations were approved by the Building and Trades Office on December 10, 2015.
  - 34 N. 11<sup>th</sup> St. – Standing seam roof approved by HARB but has ridges. Staff to investigate whether what was installed was approved by the HARB.
  - 306 S. 5<sup>th</sup> St. – City Council denied the owner's appeal on November 24<sup>th</sup> and the restoration of the front façade was to be completed within 180 days from Nov. 24, 2014 as per Council Res. No. 127-2014. Work has not been completed to date. Staff sent a compliance letter. As of 2017 there is a new owner. Staff has contacted a representative of the new owner regarding the ongoing violation.
  - 927 N. 4<sup>th</sup> St. – A temporary repair of the original terra cotta tiled roof was approved by the HARB for 100 days remains in place. Staff is to contact the roofing contractor to determine status.
  - 941 N. 4<sup>th</sup> St. – The original cedar shake shingles on the bay window were to be replaced in kind but instead were replaced with 3" vinyl siding in a cypress color which was not approved by the HARB. Staff is to send a violation letter.
  - 407 S. 6<sup>th</sup> St. – Work was not completed to HARB specifications. The Board concurred that the undertaken work may be approved if slightly modified. Staff is to discuss the removal of the installed medallions below the storefront window with the contractor.
  - 412 Windsor St. – Front entrance door remains in violation. Owner has submitted a proposed door that is appropriate. Staff is to work with owner to obtain compliance.
  - 837 Rose St. – Entrance steps constructed in violation, work has not been completed as per HARB Res. No. 74-

15. Staff sent a compliance letter but to date there has been no response. There is a new owner of the building. Staff is to send a new compliance letter.
- 21 S. 5<sup>th</sup> St. – The 90 day extension period for the temporary plywood covering of the dormer windows has expired and the plywood remains. This building has a new owner as of 2020.
  - 547 Bingaman St. – The HARB approved a half lite wood entrance door to replace the door installed in violation. The existing door has not been installed in compliance with HARB Resolution 25-16. Staff is to send a compliance letter.
  - 200 N. 5<sup>th</sup> St. – The green marble trim below the storefront window on the southern façade has been altered inappropriately and is not compliant with Resolution 91-14. HARB Discussed ongoing violations at the October 17, 2017 HARB meeting and has given the owner 6 months to present a proposal to address the violation and other proposed work. Staff met with the property owner on March 9<sup>th</sup> to discuss the replacement of windows and proposed repairs as per HARB Resolution No. 67-17. Staff has been in contact with the representative of the building in August 2018 regarding the revised Window Policy.
  - 821 N. 5<sup>th</sup> St. – Replacement of wood windows on the front façade with aluminum clad wood windows and the installation of vinyl windows on the southern façade were completed in violation and denied. The owner has not replaced the windows according to HARB Res. No. 67-16. Staff is to send a compliance letter.
  - 737 Madison Ave. – Modifications to the first floor front porch to install a vertical platform lift were not completed according to HARB Res. No. 03-17. Staff spoke with the representative of the owner regarding the work as completed. The representative of the owner stated that he will look into the matter and will discuss the work with the contractor.
  - 1023 N. 5<sup>th</sup> St. – Replacement of existing wood lattice at the first floor front porch has not been completed as per HARB Res. No. 23-17. Staff is to investigate and send a compliance letter.

- 422 Douglass St. – A black wrought iron door has been installed in violation at the basement level entrance at the eastern façade and was denied by the HARB as per Res. No. 18-17. Staff has sent a violation letter in July 2023 for a recently replaced wood balustrade at the first floor front porch and for non-compliance with the above. The owner addressed the railing but not the security door. Staff is to cite the owner for the security door.
- 914 Madison Ave. – The rear fence installed in violation has not been modified as per HARB Res. 30-17. Staff is to send a compliance letter.
- 551 Penn St. – The internally illuminated individually lettered sign installed in violation at the storefront has not been removed as per HARB Res. No. 29-17. Staff is to send a compliance letter.
- 321 N. 5<sup>th</sup> St. – The lower portion of the front façade was painted in violation and remains painted. Staff will investigate whether or not they are in compliance with Res. No. 09-18.
- 817 N. 4<sup>th</sup> St. – Several proposed alterations have not been completed according to HARB Resolution 08-18. Since April 2021, Staff has worked with a property management company hired by the owner (Midfirst Bank) to correct the outstanding issues with the property. In April 2024 the property was sold to a private owner whom replaced the third floor windows on the front façade. A violation letter and notice were sent and the owner is working through the HARB review process for both the replacement of the windows and other outstanding items that were not completed by the former owner.
- 647 Bingaman St. – Staff is to investigate the installation of the first floor front window.
- 513 S. 5<sup>th</sup> St. – Front entrance door was not replaced as per the resolution (elective work) and was painted in a color that was not approved. Staff is to investigate.
- 1164 Perkiomen Ave. – The paint color scheme denied by the HARB in HARB Res. No. 14-19 remains at the first floor storefront. New paint color samples were submitted in June 2024 but denied by Staff. Staff is working with the owner and tenant to determine appropriate paint colors for the building.

- 1334 Good St. – All of the work has not been completed as per Resolution No. 29-19. The owner was to return with a request for Financial Hardship for various items that are in violation. Staff is to send a compliance letter.
- 354 Penn St. – Approved signage was installed as per HARB Resolution No. 38-19 however additional signage may have been installed on the eastern façade. Staff made a site visit in May 2020 and found additional signage had been installed on the eastern façade that was not approved by the HARB. Staff is to contact the business owner.
- 1049 N. 5<sup>th</sup> St. – The entrance door installed in violation has been replaced with historically appropriate double entrance doors as per HARB Resolution No. 32-19. Painting of the doors requires review. The railing at the first floor front porch installed in violation remains in violation. Staff is to send a compliance letter.
- 331 Greenwich St. – Staff met with the owner on 4/6/21 to discuss proposed work to a rear porch and determined that HARB Res. No. 51-19 has not been complied with – the tile installed on the first floor front porch has not been removed. The owner informed Staff that due to COVID, they do not have the funds to bring the porch into compliance but are working on rectifying the issue. Staff attended a court hearing for the property on 5/20/21. The owner has been ordered to begin making necessary improvements to the property (both for the installed tile and other items) and to return to court once a month to show their progress. In July Staff approved the in kind repair and replacement of the rear second floor porch roof structure, the painting of exterior surfaces in kind, and the replacement of downspouts and gutters in kind. Staff attended a court hearing for the property on 10/26/21. The owner has secured a contractor and has started work on the property. Staff attended a court hearing for the property on 12/21/21 at which time it was determined that the owner had completed most of the work as listed above and removed the ceramic tile on the front porch that was in violation. However, the wood decking that was installed does not comply with

HARB Res. No. 51-19. Staff is to send a compliance letter.

- 146 S. 5<sup>th</sup> St. – The review of the front entrance steps was tabled (HARB Res. No. 58-19) but the applicant has not proceeded with researching the appropriate material for the partially completed entrance steps. Staff is to reach out to the applicant.
- 1114 Perkiomen Ave. – HARB Res. No. 56-19 was appealed to City Council on 2/5/20, the appeal (City Council Res. No. 40-2020) was not adopted and therefore the owner remains in violation of HARB Res. No. 56-19. Staff sent a compliance letter and received a response on July 29, 2021.
- 1023 Walnut St. – The construction of a roof over the first floor front porch was not completed according to the proposed plan as approved by the HARB as per HARB Res. No. 12-21 (April 2021). Staff is to send original plans to the HARB members for review of what was proposed and what was completed.
- 921 N. 3<sup>rd</sup> St. – The owner has not complied with HARB Res. No. 24-21 regarding the replacement of the front entrance doors. The tile installed in violation has been removed from the first floor front porch. Staff sent a compliance letter, the owner has responded, and Staff is to work with the owner regarding compliance.
- 819 N. 4<sup>th</sup> St. – The owner did not comply with HARB Res. No. 35-22 regarding reinstalling the rear fence panels so that the finished side of the fence is facing outward. The property has a new owner and Staff will be sending a non-compliance letter.
- Review of previous HARB resolutions by Staff.
- Education and Outreach Committee Report.
- Policy Committee Report.

**8:00 p.m.**

**Adjournment**