0 CITY OF READING, PENNSYLVANIA

MEMORANDUM

TO: HARB MEMBERS
FROM: AMY WOLDT JOHNSON
DATE: AUGUST 21, 2023
SUBJECT: AUGUST 22, 2023 MEETING AGENDA

The scheduled meeting of the Reading Historical Architectural Review Board will be held on Tuesday, August 22, 2023 at **6:30p.m. in the Penn Room** on the first floor of City Hall, 815 Washington St.

AGENDA

6:30 p.m. Call to order. Reading of the minutes of previous meetings.

6:35 p.m. ITEM #1 **407 Douglass St.**
Steve Schulze, Owner
Composite Index Rating: 84
Review request for the replacement of existing asphalt shingles with scalloped slate shingles at the Mansard and dormer roofs.

6:50 p.m. ITEM #2 **8 N. 4th St.**
Phillip Rollman, Owner
Composite Index Rating: 60
Review request for the installation of a 2' x 4' double sided projecting sign at the first floor storefront to read "DIVINE NUTRITION", with logo, in black letters on a white background with gold detailing.

7:05 p.m. ITEM #3 **625 N. 5th St.**
Jesse Landis, Owner
Composite Index Rating: 128
Review request for the replacement of straight edged slate shingles with CertainTeed Grand Manor asphalt shingles at the corner tower roof. (Violation – work has been completed.)

7:20 p.m. ITEM #4 Review applications approved by Staff:

a. 8 N. 4th St., Phillip Rollman, Owner
Installation of a sign depicting the hours of operation on the entrance door; installation of a sidewalk sign at the first floor storefront.

b. 708 Centre Ave., Public Stage & Company, Inc., Owner
Painting of exterior surfaces.

c. 915 N. 4th St., Isaac Morel, Owner
Replacement of the front porch roof in kind.

7:25 p.m. **Other Business**

- Preservation Officer's Report on Action Items:
  - 108 S. 6th St. – Vinyl window installed incorrectly in the bay window at the southern façade. Staff has sent a compliance letter.
  - 253 N. 5th 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. 11th St. – Standing seam roof approved by HARB but has ridges. Staff to investigate whether what was installed was approved by the HARB.
  - 306 S. 5th St. – City Council denied the owner's appeal on November 24th 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. 4th 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. 4th 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. 6th 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. 5th 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. 5th 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 9th 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. 5th 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. 5th 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 was 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 compliance letter and the owner has replied requesting to be able to appeal the HARB's decision. The appeal period is over and Staff is working with the owner to rectify the matter.
- 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. 5th 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. 4th St. – Several proposed alterations have not been completed according to HARB Resolution 08-18. From April 2021, Staff has worked with a property management company to correct the outstanding issues with the property. On May 11, 2022 Staff was informed that the property management company is no longer contracted by the owner to finish the rehabilitation project and Staff is now working with

representatives of the owner (Midfirst Bank) regarding other outstanding issues.

- 647 Bingaman St. – Staff is to investigate the installation of the first floor front window.
- 513 S. 5th 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. Staff is working with the owner and tenant to determine appropriate paint colors for the building and new paint color samples have been submitted.
- 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. 5th 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. 5th 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. 3rd 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.

- July and August 2022 HARB resolutions will be reviewed by Staff at the August 2023 HARB meeting.
- Education and Outreach Committee Report.
- Policy Committee Report.

8:00 p.m. **Adjournment**