



MEMORANDUM

TO: HARB MEMBERS
FROM: AMY WOLDT JOHNSON
DATE: NOVEMBER 17, 2015
SUBJECT: NOVEMBER 17, 2015 MEETING AGENDA

The scheduled meeting of the Reading Historical Architectural Review Board will be held on Tuesday, November 17, 2015 at **6:30p.m. in the Penn Room** on the first floor of City Hall.

AGENDA

- 6:30 p.m.** Call to order. Reading of the minutes of previous meetings.
- 6:35 p.m. ITEM #1** **21 S. 5th St.**
Glenn Rigg, Owner
Composite Index Rating: 48
Review proposal for the removal of the front dormer window and replacement of the existing standing seam tin roof with a standing seam metal roof system.
- 6:50 p.m. ITEM #2** **239 S. 5th St.**
Berks Counseling Center, Owner
Composite Index Rating: 54
Review proposal for the installation of a 4' high black commercial grade aluminum fence with two 4' wide gates adjacent to the rear southern and eastern facades.
- 7:05 p.m. ITEM #3** **443 Windsor St.**
Pat Sarvini, Owner
Composite Index Rating: 66
Review proposal for the replacement of existing asphalt architectural shingles with scalloped composite shingles in the color "Red Rock" at the turret roof.



7:20 p.m. ITEM #4

421 Windsor St.

Holy Spirit Lutheran Church, Owner

Composite Index Rating: 78

Review proposal for the replacement of existing red scalloped asbestos shingles with scalloped composite shingles in the color "Red Rock" at the turret roof.

7:35 p.m. ITEM #5

Review applications approved by staff:

- a. 924 N. 5th St., Earll Meyer, Owner
Repair in kind of the wood cornice at the first floor front porch.
- b. 1024 N. 4th St., Owen Financial, Owner
Replacement of the first floor front porch decking and railing in kind to match the original porch decking and railing in material and design.

7:40 p.m.

Other Business

- Preservation Officer's Report on Action Items:
 - 732 Madison Ave. – Court Hearing held March 30, 2015. The Preservation Officer is working with the owner regarding compliance.
 - 1024 N.4th St. – Staff met with a contractor for the current owner and the porch decking and railing that were replaced in violation will be replaced in kind to the original condition.
 - 612 Franklin St. – Emergency removal of stucco complete – reapplication of stucco not complete. Staff discussed the issue with the City's Law Office and they are investigating.
 - 108 S. 6th St. – Vinyl window installed incorrectly in the bay window at the southern façade. Staff to meet with owner.
 - 132 S. 5th St. – Panel to be painted black at the bottom of the first floor storefront window as per Resolution 04-14. Staff spoke with the owner and he will paint the panel black by November 18, 2015.
 - 621 N. 5th St. – Installation of asphalt shingles not done according to Resolution 10-14. Staff to send violation 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.

- 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.
- 842 Centre Ave. – Contractor was to investigate and report on the condition of the original façade material beneath the existing siding before new siding was installed. Staff is to investigate.
- 450 S. 7th St. – Owner was to complete the replacement of vinyl windows with Trimline, two over two, double hung primed wood windows with a simulated divided light. Violation letter to be sent that the deadline for completing the work is 6 months past due.
- 620 S. 7th St. – Replacement of the rear porch railing – elective work but the top and bottom rail of the railing have not been installed as per the resolution. Staff will discuss with the owner.
- 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. 24th as per Council Res. No. 127-2014. Work has not been completed to date. Staff is to send a violation letter stating that work is 6 months past due.
- 53 S. 6th St. – Staff to determine if signage was installed correctly as per HARB Res. No. 59-14. If necessary, a letter is to be sent to request that signage not installed on the storefront windows, be set back two feet from the window.
- 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.
- 947 N. 4th St. – Staff to investigate whether the approved installation of vinyl siding at the bay window and rear of the home was done correctly.
- 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 contact the contractor and if necessary, send a violation letter.
- 108 S. 5th St. – Proposed brick wall at the rear of the property may not have been completed as

proposed. Approved wrought iron element was not installed. Staff to investigate.

- 406 Douglass St. – Staff to investigate whether storm windows at the transom windows on the front façade were approved – Staff has determined that as per **Resolution No. 12-15** the installation of storm windows at the stained glass transoms were approved by the HARB. The roof constructed in violation over the rear entrance was not approved as per HARB Resolution 92-14. However, the owner proceeded to complete the construction of the roof. Staff is to send a violation letter.
- 633 S. 6th St. – Staff to investigate the history of the alterations made in violation and report on City Council's decision regarding the appeal hearing.
- Board members report on February, 2015 HARB resolutions. Distribution of March, 2015 HARB Resolutions for review by HARB members.
- Meeting Minutes.
- Real Estate Weekly Ad for the Heights C. D.
- Gas Meter Placement in Historic Districts.
- Education and Outreach Committee Report.
- Policy Committee Report.
- HARB By-laws amendment.

8:15 p.m.

Adjournment