



BOROUGH OF NEWTOWN
HISTORIC ARCHITECTURAL REVIEW BOARD
Meeting Minutes of Wednesday, May 27, 2026

Time: 7:30 p.m.
Location: Hybrid - Newtown Borough Hall / Zoom
Present: Mr. James McAuliffe, Chair
Mr. Michael Hutchinson, Vice Chair
Ms. Judith Ritter, Member
Ms. Karen White, Member
Ms. Margaret Newman, Preservation Consultant
Mr. Kris Bauman, Borough Council Liaison (*via Zoom*)

Absent: Mr. Robert King
Ms. Marcia Lincoln-Heinz
Ms. Ana Gindhart, COA Administrator

1. Meeting Commencement

Mr. McAuliffe called the meeting to order. He explained that this Board's recommendations will go to Borough Council for review at their regular meeting at 7:00 pm on Tuesday, June 17, 2026, in Borough Hall at 30 N. Chancellor Street. Applicants were advised not to begin their projects until they have received final approval by Council and obtained the necessary permits. The review process for larger projects may take two (2) to three (3) meetings. It was noted that the HARB reviews applications using *The Secretary of the Interior's Standards for the Treatment of Historic Properties*, and these will be cited in the recommendations.

2. Approval of the Minutes

Mr. Hutchinson made a motion to approve the minutes of the April 22, 2026, meeting. Ms. White seconded the motion, which was approved by the Board.

3. Applications Considered

25-047	110 N. Lincoln Avenue—Alterations to the garage
26-013	130 N. State Street—Windows
26-017	111 Mercer Street—Porch floor replacement
26-018	33 S. State Street—Siding and fence
26-019	130 S. State Street—Demolition of a barn
26-020	30 N. Chancellor Street—Alterations
26-021	202 S. Chancellor Street —Windows
26-022	304 Edgeboro Drive—Reroofing
26-023	107 Mercer Street—Alterations
26-024	115 Washington Avenue—Replacement of 1 st floor windows
26-025	152 N. State Street—Addition
26-026	34 Liberty Street—Alterations

4. 25-047
110 N. Lincoln Avenue—Alterations to the garage
Applicant: Benjamin Phillips

The applicant seeks a Certificate of Appropriateness for changes to the garage including raising the roof and adding dormers. Mr. Phillips attended the meeting.

The Board considered the application in relation to Ordinance No. 594 of the Borough of Newtown Code and *The Secretary of the Interior's Standards for the Treatment of Historic Properties*.

Citing Standards 9 and 10, Mr. Hutchinson made a motion to approve the revised drawings. Ms. White seconded the motion, which was approved unanimously by the Board.

5. 26-013

130 N. State Street—Windows

Applicant: Rachelle Kosoff and Kevin McClay

The applicant seeks a Certificate of Appropriateness for the replacement of windows and storms. Neither applicant attended the meeting.

The Board considered the application in relation to Ordinance No. 594 of the Borough of Newtown Code and *The Secretary of the Interior's Standards for the Treatment of Historic Properties*.

Mr. Bauman explained that at the Council Meeting the applicant was asked to reapply by sending in a new application. Mr. McAuliffe said he gave the applicant names of contractors who restore windows. As the applicant hasn't yet submitted a new application, no action was taken.

6. 26-017

111 Mercer Street—Porch floor replacement

Applicant: Patricia Pugh

The applicant seeks a 1-year waiver to fix improperly installed porch floor. The applicant did not attend the meeting.

The Board considered the application in relation to Ordinance No. 594 of the Borough of Newtown Code and *The Secretary of the Interior's Standards for the Treatment of Historic Properties*.

A discussion occurred about the role HARB can play in allowing a waiver, it was determined that this is the role of Borough Council.

Citing Standard 6, Ms. White motions to deny the application with the recommendation to install tongue and groove mahogany flooring. Ms. Ritter seconded the motion, which was approved unanimously by the Board.

7. 26-018

33 S. State Street—Siding and fence

Applicant: Daniel Tang

The applicant seeks a Certificate of Appropriateness for the installation of new siding over existing stucco and the replacement of an existing fence. The applicant did not attend the meeting.

The Board considered the application in relation to Ordinance No. 594 of the Borough of Newtown Code and *The Secretary of the Interior's Standards for the Treatment of Historic Properties*.

Citing Standard 6, Mr. Hutchinson made a motion to deny the application as vinyl fencing is not appropriate for the historic district and with the recommendation that the stucco should be repaired rather than covered with new siding. Ms. Ritter seconded the motion, which was approved unanimously by the Board.

8. 26-019

130 S. State Street—Demolition of a barn

Applicant: Robert Amend

The applicant seeks a Certificate of Appropriateness for the demolition of a barn at rear of property. Mr. Amend attended the meeting.

The Board considered the application in relation to Ordinance No. 594 of the Borough of Newtown Code and *The Secretary of the Interior's Standards for the Treatment of Historic Properties*.

Mr. Hutchinson motioned to concur with the Newtown Joint Historic Commission decision and approve the

application. Ms. White seconded the motion, which was approved unanimously by the Board.

9. 26-020

30 N. Chancellor Street—Alterations

Applicant: Kelsey Gibson

The applicant seeks a Certificate of Appropriateness for site and exterior building improvements. Ms. Gibson and Don Main from Morotta/Main Architects attended the meeting.

The Board considered the application in relation to Ordinance No. 594 of the Borough of Newtown Code and *The Secretary of the Interior's Standards for the Treatment of Historic Properties*.

Mr. McAuliffe noted that the interior of the light wells and recessed curtain wall is not visible from the public right of way (Chancellor and Congress Streets). The architects explained the elements of the project including site lighting; new fencing; new leaders and gutters; the reconstruction of window light wells; the replacement of the curtain wall at the staff entrance; and the replacement of several doors. As far as windows are concerned, some will be repaired, others replaced in-kind, others will be replaced to match the historic and others will be replaced by louvers. In addition to fixing the inadequate drainage systems and making necessary exterior repairs and site improvements, the focus of this project is to update the heating and cooling systems of the building which no longer meet code. The changes to the windows at the basement level are mostly to accommodate this new system and allow it to be placed in the basement rather than on the roof. The two condensers that need to be placed on the roof will not be visible as they will mostly stand behind the parapet of a flat-roof section.

After much discussion about door configurations and the need to repair existing historic windows if they remain, Mr. Hutchinson made a motion to table the application with the request to bring back updated drawings which show the discussed offset door ideas for the three proposed new entrances and to show any extant historic windows being repaired rather than replaced. He also requested the architects review the lighting fixture choice to see if there are any that better reflect the Victorian style of the original building. Ms. Ritter seconded the motion which was approved unanimously by the Board.

10. 26-021

202 S. Chancellor Street —Windows

Applicant: Renewal by Andersen

The applicant seeks a Certificate of Appropriateness for the replacement of vinyl for new fibrex sash to match the existing light patterns. The applicant did not attend the meeting

The Board considered the application in relation to Ordinance No. 594 of the Borough of Newtown Code and *The Secretary of the Interior's Standards for the Treatment of Historic Properties*.

Citing Standard 6, Mr. Hutchinson made a motion to approve the application as submitted stating that the windows are a replacement in-kind and that because of the age of the house and the fact that it is a non-contributing building to the district, vinyl windows are being approved. Ms. White seconded the motion which was approved unanimously by the Board.

11. 26-022

304 Edgeboro Drive—Reroofing

Applicant: D. Scott Miller

The applicant seeks a Certificate of Appropriateness for the replacement in-kind of asphalt roofing on the house, garage and shed. The applicant did not attend the meeting

The Board considered the application in relation to Ordinance No. 594 of the Borough of Newtown Code and *The Secretary of the Interior's Standards for the Treatment of Historic Properties*.

Citing Standard 6, Mr. Hutchinson made a motion to approve the application for Timberline roofing for the house, garage and shed. Ms. Ritter seconded the motion which was approved unanimously by the Board.

12. 26-023

107 Mercer Street—Alterations

Applicant: Jenny Current

The applicant seeks a Certificate of Appropriateness for the restoration of windows, the replacement of fencing and backyard improvements. The applicant did not attend the meeting

The Board considered the application in relation to Ordinance No. 594 of the Borough of Newtown Code and *The Secretary of the Interior's Standards for the Treatment of Historic Properties*.

Mr. McAuliffe noted that HARB does not review landscape improvements.

Citing Standard 6, Ms. White made a motion to approve the application as presented. Ms. Ritter seconded the motion which was approved unanimously by the Board.

13. 26-024

115 Washington Avenue—Replacement of 1st floor windows

Applicant: Remodeling Concepts

The applicant seeks a Certificate of Appropriateness for the replacement of windows along the side and rear of the house. The applicant did not attend the meeting

The Board considered the application in relation to Ordinance No. 594 of the Borough of Newtown Code and *The Secretary of the Interior's Standards for the Treatment of Historic Properties*.

Mr. Hutchinson made a motion to table the application, requesting additional information including the scope of the work and the date of construction of the areas where the work will be completed. Ms. White seconded the motion which was approved unanimously by the Board.

14. 26-025

152 N. State Street—Addition

Applicant: Joel Petty

The applicant seeks a Certificate of Appropriateness for the construction of an addition to the rear of this twin. Mr. Petty attended the meeting

The Board considered the application in relation to Ordinance No. 594 of the Borough of Newtown Code and *The Secretary of the Interior's Standards for the Treatment of Historic Properties*.

Mr. Petty described the project which all agreed only part of the new addition will be visible from the Jefferson Street bridge. Mr. McAuliffe noted that the project is visible from a distance from Jefferson Street and obliquely from State Street. Discussion followed about window choice, light configurations and siding exposure.

Citing Standards 9 and 10, Mr. Hutchinson made a motion to approve the application noting the new addition will be clad in 6" Hardie board siding, smooth finish. The windows in the additions will be aluminum clad 2-over-2 Andersen, E series, not the 400 series proposed, and will have the appropriate 5/4x 4 trim with a 2" architectural sill. The new door will be wood, as proposed. Within the existing house, the new windows will be wood, 2-over-2. Ms. White seconded the motion which was approved unanimously by the Board.

15. 26-026

34 Liberty Street—Alterations

Applicant: Joel Petty

The applicant seeks a Certificate of Appropriateness for window and door changes. Mr. Petty attended the meeting.

The Board considered the application in relation to Ordinance No. 594 of the Borough of Newtown Code and *The Secretary of the Interior's Standards for the Treatment of Historic Properties*.

Mr. Petty described the project which relocates the kitchen which involves changing window and door openings. He also requested permission to remove a roof return that will interfere with a new door opening.

Citing Standards 9 and 10, Mr. Hutchinson made a motion to approve the application with the following changes: the new windows will be wood and the return of roof on the one story section will be removed. Ms. Ritter seconded the motion which was approved unanimously by the Board.

16. Other Business

Preliminary Discussion, 222 S. Chancellor Street—Construction of a sauna

Joel Petty presented the proposed sauna building which will go where the current shed stands. The board had no objections so he will send in an application.

17. Upcoming Meeting

The next HARB meeting is scheduled for Wednesday, June 24, 2026 in person and via Zoom.

18. Adjournment

On a motion by Ms. White and seconded by Ms. Ritter, the meeting was adjourned at 9:15 pm.