

HISTORICAL ARCHITECTURAL REVIEW BOARD

Meeting Minutes of Wednesday, June 24, 2026



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

Absent: Ms. Marcia Lincoln-Heinz, Member

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, July 15, 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 May 27, 2026, meeting. Ms. White seconded the motion, which was approved by the Board. Mr. King abstained as he was not at the meeting.

3. Applications Considered

The following applications were considered at the meeting:

26-020	30 N. Chancellor Street—Alterations
26-027	125 Court Street—Chimney and Stone Wall Repointing
26-028	113 Penn Street—Addition and Alterations to House, Addition to Carriage House
26-029	18 Penn Street —Repointing and Porch Deck Replacement
26-030	1 E. Washington Avenue—Annex Building Repairs
26-031	6 Barclay Court—Roof Replacement
26-032	144 N. Congress Street—New Fence
26-033	1 E. Washington Avenue—Alterations
26-034	110 N. Lincoln Avenue—Porch Repairs
26-035	22 E. Penn Street—Alterations
26-036	130 N. State Street—Storm Windows
26-037	115 Washington Avenue—Window Replacement
26-038	209 & 211 Court Street—Door Replacement
26-039	12 S. State Street—Siding Replacement

4. Application 26-020

30 N. Chancellor Street—Alterations

Applicant: Kelsey Gibson

The applicant seeks a Certificate of Appropriateness for site and exterior building improvements. Kelsey Gibson, Christopher Peters and Jessica Binda attended the meeting.

The Board considered the application in relation to Ordinance No. 594 of the Borough of Newtown Code and

The board discussed and approved lighting. As requested, two additional options were provided; the board chose the original colonial-style fixtures. For the three doors that will need to be replaced to make them accessible. The east door will be replaced in-kind as a 5 ft single leaf wood door. The existing frame and transom will remain. The north door will be replaced in kind in wood with a single row of sidelights. There is a chance the transom and frame can remain. The west door will be replaced in kind in wood with a single row of sidelights. Two metal replacement sash will be replaced by custom wood sash to match the existing original sash. The board approved these changes.

Noting all changes requested were made and citing Standards 6 and 9, Mr. Hutchinson made a motion to approve the application and revised plans as presented. Ms. White seconded the motion which was approved unanimously by the Board.

5. 26-027

125 Court Street Street—Chimney and Stone Wall Repointing

Applicant: Jane Peters

The applicant seeks a Certificate of Appropriateness for repointing the north chimney and wall. Jane Peters 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.*

The new mortar for both the brick chimney and the stone wall will be limed based and will match the existing. The slate cap of the chimney will be repaired and retained if possible; it will be replaced to match if necessary. The crack on the north-side stucco would be sealed due to minor water erosion and will be finished to match the existing color of the stucco.

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

6. 26-028

113 Penn Street—Addition and Alterations to House, Addition to Carriage House

Applicant: Phillips & Donovan Architects, LLC

The applicant seeks a Certificate of Appropriateness for additions and alterations to the House and Carriage House. Anna-Kate Payha and Gregg and Sara Bonstein 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.*

The porch will be reconstructed using historic photographs. The applicant was encouraged to go to the Newtown Historic Association for information on the history of the house and possible additional historic photographs. To recreate the original design, they are planning to use 10-12 inch tapered columns, turned spindles and mahogany decking. It was noted that 501 Washington appears to have a similar porch. Mr. Hutchinson noted that the girder of the porch is substantial and Ms. White noted the columns are large. These should be matched. The applicant stated that shutters survive in the garage. They will be repaired if possible or replaced in kind. The front door and fanlight appear original; they will be repaired and retained. No historic windows remain; they have all been replaced. After confirming with research, the applicant will likely replace them w/2-over-2 wood sash. It was emphasized that within the original house, the replacement windows need to be all wood, not clad.

The existing pole gutters will be repaired. Venting was discussed. Mr. Hutchinson suggested Cor-a-Vent. Dormers are proposed for the existing house and the new addition. The proposed design seemed too modern; it was suggested that they make them shed dormers with no transom and casement windows.

The proposed addition is the same height as the original height. This was done for structural reasons to tie the ridge of the addition to the ridge of the original house. The board suggested reducing the height of the addition as well as setting it back from the house by 6 inches on both sides to ensure that it is smaller and more diminutive than the original house. Concern was expressed that the addition seems large. It will be 30 feet long; the existing is 26 feet. The board asked to see the addition in context to ensure it doesn't overpower the scale of the house or the neighborhood.

The carriage house will be enlarged; it currently isn't long enough to accommodate a car. Discussion followed about the pent roof roofing material. With the complicated construction, it may need to be shingle rather than the proposed metal. A section for the new doors was requested. They are proposed to be Canyon Ridge insulated steel which is a wood product with a composite overlay.

In summary, the applicant was asked to resubmit detailed drawings for the porch, addition and garage, including: revised porch column sizes, dentil molding detailing, appropriate window types (2/2 wood), detailed porch ceiling/flooring, and documentation of original window conditions; research additional historic photos at Historical Association; offset both sides of addition by 1 foot and reduce its height; use wood windows in original house and wood-clad in addition; use CertainTeed Grand Manor shingles on main roof and Drexel standing seam on dormers; document existing window conditions with photos.

For the carriage house, repair/replace wood board and batten siding as needed (maximize repair, replace only as necessary), use wood shingles on roof instead of metal, and match fascia to existing; submit additional detailed drawings including a section of the new doors.

Ms. White made a motion to table the application. Mr. Hutchinson seconded the motion which was approved unanimously by the Board.

7. 26-029

18 Penn Street —Repainting and Porch Deck Replacement

Applicant: Gregory DeLuca

The applicant seeks a Certificate of Appropriateness for exterior building improvements. Gregory DeLuca 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*.

There was discussion about the proper material for the porch deck replacement using Ipe or mahogany wood. The boards should be tongue-and-groove. The proper treatment on both sides of the boards will help with longevity.

The brick will be repointed with a lime-based mortar, wheat color to match the existing. Ensure it is soft enough mortar so that it doesn't harm the brick. Keep the profile of the repointing narrow to match the existing.

Citing Standards 6, Mr. King made a motion to approve the application with wood, tongue and groove boards. Ms. Ritter seconded the motion which was approved unanimously by the Board.

8. 26-030

1 E. Washington Avenue—Annex Building Repairs

Applicant: Verindar Kaur

The applicant seeks a Certificate of Appropriateness for repairs to the annex including replacement roof and siding. Verindar Kaur, Chase Troudi and Carl Warner 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*.

This application remains open and needs to be closed for the new restaurant to open. Work is complete but recommendations by HARB were not implemented.

After much discussion about design solutions with compromises by HARB, it was requested that the applicant submit detailed drawings/specifications showing modified roof/cornice, overhanging eaves, and appropriate trim/frieze board as discussed. One idea suggested was to create a parapet wall on each side that will mimic the horizontal appearance of the existing cornice, with built up trims and frieze board. The applicant should review the June 2024 meeting minutes to ensure they follow the HARB recommendations from two years ago. Mr. King noted the siding that was installed is also problematic; Ms. White said recommendations about the siding are also included in the June 2024 minutes.

Kris Bauman emphasized the need for detailed professional drawings to document the proposed work properly. The next application also should include visual renderings of the building from the street view.

Mr. Hutchinson made a motion to table the application until proper detailed drawings compliant with HARB recommendations are submitted. Ms. White seconded the motion which was approved unanimously by the Board.

8. 26-031

6 Barclay Court—Roof Replacement

Applicant: Roof Wizards

The applicant seeks a Certificate of Appropriateness for replacing wood shingle roof with new wood. No one 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*.

Ms. White noted that the information submitted in the application was inconsistent.

As no one was there to answer questions, Ms. White made a motion to table the application. Mr. King seconded the motion which was approved unanimously by the Board.

9. 26-032

144 N. Congress Street—New Fence

Applicant: Eric Petroski

The applicant seeks a Certificate of Appropriateness for the installation of a new privacy fence at side yard and rear. Eric Petroski and Matt Hardigan attended the meeting via Zoom.

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*.

The proposed fence will be 6 feet high with the horizontal supports on the inside. After much discussion, it was determined that a shadow box fence would be more appropriate than a stockade fence as it would be softer than a hard, impenetrable wall of wood. The applicant agreed to change to a shadow box design.

Citing Standard 9, Mr. Hutchinson made a motion to deny the stockade fence as proposed with the recommendation that a wood shadow box fence be installed instead and that if the proposed wood fence is anything other than cedar, it needs to be painted. Ms. White seconded the motion which was approved unanimously by the Board.

10. 26-033

1 E. Washington Avenue—Alterations

Applicant: Verindar Kaur

The applicant seeks a Certificate of Appropriateness for a new entrance door and metal pergola. Verindar Kaur, Chase Troudi and Carl Warner 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*.

The discussion began with the request to replace the front door, addressing concerns about visibility for servers carrying trays. Because the door is historic, it was determined it should be modified rather than replaced.

Citing Standard 6, Mr. King made a motion to deny the installation of a new door with the recommendation that the existing wood door be retained and modified with glass substituted for the wood panels to improve visibility while maintaining the historic materials. Mr. Hutchinson seconded the motion which was approved unanimously by the Board.

The conversation then shifted to reviewing plans for a proposed pergola. This will be a permanent, free-standing structure with lights and fans. It will not be tied to the building. Ms. Gindhart let the board know that the proposed location will need to be revised and moved back from the street. While the submission said the pergola will be metal, Mr. Troudi said it would be wood.

After much discussion which included the concern that the proposed design is too modern and not appropriate for the historic district, Mr. Hutchinson made a motion to table the application for the pergola and asked for additional details including showing how the new posts and pergola will look integrated with the existing building. This should include a rendering of how the structure will look in relation to the existing building and the neighborhood. Mr. Hutchinson emphasized that the pergola may not be approved so encouraged the applicant to bring alternative designs including tables with umbrellas. Ms. White seconded the motion which was approved unanimously by the Board.

11. 26-034

110 N. Lincoln Avenue—Porch Repairs

Applicant: Ed Deitzel

The applicant seeks a Certificate of Appropriateness for the replacement of porch decking and stairs and possible repairs to the porch elements. Mr. Deitzel 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 Standard 6, Mr. Hutchinson made a motion to deny the application for the installation of PVC porch decking with the recommendation that the porch decking be replaced with mahogany, 1 x 4 tongue and groove boards and mahogany steps and risers and that the rest of the porch be repaired as required. Ms. Ritter seconded the motion which was approved unanimously by the Board.

12. 26-035

22 E. Penn Street—Alterations

Applicant: Matthew Ruple

The applicant seeks a Certificate of Appropriateness for demolition of a garage and construction of an addition and porch extension. Matthew Ruple 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*.

The Board expressed concerns about demolishing the existing garage as it represents an important character-defined feature of the property. They referred the applicant to the Joint Historic Commission for proper demolition review.

There was discussion about the proposed house addition that would extend 12.5 feet beyond the current property line, raising questions about scale and potential impact on neighboring properties. The discussion

clarified that the existing property has a non-conforming setback that would be continued with the addition, and that the new construction would be largely hidden from public view as it would be positioned behind an existing house.

Additional discussion followed about the plans for a railing on the back porch and a fence along the driveway to contain pets, with the group confirming that the proposed changes appear acceptable from a zoning and safety perspective

Ms. White made a motion to table the application pending review by the HPC and citing Standard 9, made a motion to approve the new railing and fence as presented. Mr. King seconded the motion which was approved unanimously by the Board.

13. 26-036

130 N. State Street—Storm Windows

Applicant: Rachelle Kosoff and Kevin McClay

The applicant seeks a Certificate of Appropriateness for the replacement of storm windows. The applicants attended the meeting via Zoom.

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 9, Mr. Hutchinson made a motion to approve the replacement of the aluminum storm window with new aluminum storm windows. Mr. King seconded the motion which was approved unanimously by the Board.

14. 26-037

115 Washington Avenue—Window Replacement

Applicant: Remodeling Concepts

The applicant seeks a Certificate of Appropriateness for the replacement of 11 first floor windows. Bill and Amy Avayou and Mark Lopergolo attended the meeting.

Mr. McAullife said the board recommends repair/restoring existing wood windows rather than replacement. He can recommend carpenters that are qualified to do this work. The applicant said the windows are inoperable and are leaking. The board thought that it was unlikely that the sash themselves are leaking but probably a problem from the roof or flashing at the window sill or lintel.

Citing Standard 6, Mr. Hutchinson made a motion to deny the application as presented with the recommendation that the wood windows be repaired rather than replaced. Ms. White seconded the motion which was approved unanimously by the Board.

15. 26-038

209 & 211 Court Street—Door Replacement

Applicant: Tiffany and Chris DiMedio

The applicant seeks a Certificate of Appropriateness for the replacement of 3 doors. No one 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*.

As the application was unclear and no one was there to answer questions, Ms. White made a motion to table the application. Mr. King seconded the motion which was approved unanimously by the Board.

16. 26-039

12 S. State Street—Siding Replacement

Applicant: Melinda Vallone

The applicant seeks a Certificate of Appropriateness to replace wood siding. Ms. Vallone 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*.

While the existing siding doesn't all match because of different building campaigns, it should be repaired rather than replaced. Hardie siding is appropriate for new additions but not for existing buildings.

Citing Standard 6, Mr. King made a motion to deny the application as presented with the recommendation that the siding be repaired rather than replaced. Ms. White seconded the motion which was approved unanimously by the Board.

17. Other Business

Sam Feldbaum attended the meeting for Ian Kelly of 194 North Chancellor Street which has an outstanding violation because windows were modified without proper approval. The board asked for the submission of an application with photos/drawings showing how the windows will be restored to their original configuration with appropriate wood trim and wood sash. The application should include documentation of the original window configuration with photographs.

18. Upcoming Meeting

The next HARB meeting is scheduled for Wednesday, July 22, 2026 in person and via Zoom.

19. Adjournment

On a motion by Mr. Hutchinson and seconded by Mr. King, the meeting was adjourned at 10:30 PM.