

HISTORICAL ARCHITECTURAL REVIEW BOARD

Meeting Minutes of Wednesday, August 26, 2026



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

Absent: Mr. Kris Bauman, Borough Council Liaison

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 Wednesday, September 16, 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. White made a motion to approve the minutes of the August 12, 2026 special meeting. Ms. Ritter seconded the motion, which was approved by the Board. Mr. Hutchinson and Mr. King abstained as they were not at the meeting.

3. Applications Considered

The following applications were considered at the meeting:

- 26-028 113 Penn Street—Addition and Alterations to House, Addition to Carriage House
- 26-030 1 E. Washington Avenue—Annex Building Repairs
- 26-033 1 E. Washington Avenue—New Pergola
- 26-042 194 N. Chancellor —Window Replacement
- 26-047 153 N. Congress Street—Building Repairs
- 26-048 125 N. Lincoln Avenue—Porch
- 26-049 101 S. State Street—Signs
- 26-050 110 Jefferson St.—Addition
- 26-051 10 S. State St.—Sign
- 26-052 219 Court St.—Signs
- 26-053 313 Washington Ave.—Addition

4. 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 John Charles 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 began the discussion by stating he has been assisting Ms. Payha to develop the drawings. Ms. Newman questioned the diagonal siding on the sidewalls of the new dormers on the addition. Ms. Payha said she

found an example of this on Court Street and did it here to differentiate the new construction from the old. Mr. Hutchinson said he saw this in Colonial Williamsburg but agreed it was an unusual detail for Newtown. Ms. Newman then stated that the applicant had made all the changes requested by HARB.

Ms. White asked about the height of the new addition, confirming it was in fact reduced as requested. Mr. Charles confirmed it was and then measured the drawings, confirming it was at least 17 ½ inches lower.

The porch columns were discussed. Although HARB asked for wood in the previous meeting, a discussion ensued about the pros and cons of the use of Permacast columns on the front of the building. For longevity, the architect wants to use Permacast. Mr. Hutchinson felt that as the columns were to be painted, it would be impossible to tell the difference between wood and Permacast. A discussion ensued about whether the new porch should be considered a new addition and what overarching preservation philosophy should guide its design. The architect felt that the new porch was an addition and therefore a “rehabilitation” which would make the use of new materials allowable. Ms. Newman argued it was a “reconstruction” and in looking over the Standards for Reconstruction from the Secretary of the Interior, she noted that Standard 4 emphasized the need to replicate the historic appearance of the reconstructed feature over the need for the use of historic materials. Mr. McAuliffe reiterated: reconstruction is new construction done to replicate the historic appearance.

Citing Standards 6, 9 and 10 of the Standards for Rehabilitation and Standard 4 of the Standards for Reconstruction, Ms. White made a motion to approve the application as submitted conditioned upon: the siding on the dormers be changed to horizontal rather than diagonal, that the 17-18” dimension be added at the new addition, confirming that its roofline is well-below the original and that Permacast be allowed for the columns of the new reconstructed porch. Mr. King seconded the motion. Ms. Lincoln-Heinz voted against the motion while the rest of the board voted to approve. The motion passed.

5. 26-030

1 E. Washington Avenue—Annex Building Repairs

Applicant: Verindar Kaur

The applicant seeks a Certificate of Appropriateness for repairs to the annex. Verindar Kaur 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*.

With the submitted drawings still not meeting the requirements for HARB approval, Mr. Hutchinson made a motion to table the application for more information and for new drawings that meet the previously stated requirements. Ms. White seconded the motion which was approved unanimously by the Board.

Mr. McAuliffe asked Ms. Kaur to have the architect call him directly for help revise the drawings to include the requested horizontal fascia and frieze board detail. Mr. King also asked that the issues with the siding be addressed in the resubmission.

6. 26-033

1 E. Washington Avenue—New Pergola

Applicant: Verindar Kaur

The applicant withdrew the application from consideration.

7. 26-042

194 N. Chancellor —Window Replacement

Applicant: Ian Kelly

The applicant seeks a Certificate of Appropriateness to correct unapproved window replacements. Sam Feldbaum and Ian Kelly 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. Feldbaum confirmed that they were able to determine the size of the original windows and the new wood windows will match them in dimension, material and profile. Ms. Newman confirmed that the original application states that the new window trim and new siding will match what was there before. Mr. Feldbaum and Mr. Kelly agreed all new features will match what was there.

Citing Standards 5 and 6, Ms. Lincoln-Heinze made a motion to accept the application as presented conditioned upon the need for the siding and window trim to match what was there originally. Ms. White seconded the motion which was approved unanimously by the Board.

8. 26-047

153 N. Congress Street—Building Repairs

Applicant: Jackie Borzio

The applicant seeks a Certificate of Appropriateness to replace the wood siding and shingles, replace the porch windows and trim and restore a guardrail at the front dormer. Jackie Borzio 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. Borzio said the siding of the house and the porch windows are deteriorated and the owners are looking to replace them with maintenance free materials. Mr. McAuliffe noted that for buildings in the historic district, the original and historic materials should be repaired first and only when the level of deterioration is beyond repair will replacement be allowed. Because of this, both the windows and siding should be repaired.

There followed a discussion about the guardrail at the dormer. Photographic evidence from the property surveys confirm that there was a solid balustrade or low wall that existed in the original survey with a simple metal guardrail in the later. The board asked Ms. Borzio to do more research and come up with some options for replacing the guardrail.

Stating that repair is appropriate rather than replacement, Mr. Hutchinson moved to table the application. Ms. Lincoln-Heinz seconded the motion which was approved unanimously by the Board.

9. 26-048

125 N. Lincoln Avenue—Porch

Applicant: Robert and Edith Celeste

The applicant seeks a Certificate of Appropriateness to repair a fallen pent roof and replace the front porch roof and decking. Bob Celeste 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. Celeste introduced his project stating that the pent roof will be reinstalled with only limited repairs required, the porch roof will be replaced with standing seam metal and porch flooring will be replaced with Douglas fir. Discussions followed. Mr. Celeste confirmed that any repairs required for the pent roof will be done in wood. The board emphasized that the standing seams of the new metal roof should not exceed 1" and discussed the appropriate way to install the roof including the hip roof detail. The porch decking was also discussed and the board stated that mahogany is more appropriate than fir.

Citing Standard 6, Ms. Lincoln-Heinz made a motion to approve the application as presented with the recommendation that the porch deck be replaced with mahogany rather than Douglas fir, that the standing seams of the new metal roof will not exceed 1" and will be installed with a receptor channel at the walls of the house and that a slip piece will be added at the connection of the roof hip which will be the same profile and height as the standing seams. Ms. White seconded the motion which was approved unanimously by the Board.

10. 26-049

101 S. State Street—Signs

Applicant: Derek Little

The applicant seeks a Certificate of Appropriateness to install new signage. Derek Little 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*.

After confirming that the applicant will use the existing hangers and citing Standards 9 and 10, Ms. White made a motion to approve the application as presented. Ms. Ritter seconded the motion which was approved unanimously by the Board.

11. 26-050

110 Jefferson St.—Addition

Applicant: Joel Petty

The applicant seeks a Certificate of Appropriateness to construct an addition at the rear of the house. Joel 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 confirmed that the roof of the new addition was changed from a gable to a shed to maintain the visibility of the existing rear window as requested by JHC.

Citing Standards 9 and 10, Ms. Lincoln-Heinz made a motion to approve the application as presented. Ms. Ritter seconded the motion which was approved unanimously by the Board.

12. 26-051

10 S. State St.—Sign

Applicant: Barbara Brucker

The applicant seeks a Certificate of Appropriateness to install new signage. Barbara Brucker 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 applicant will reuse the existing hardware and confirmed that the new sign is smaller than the previous.

Citing Standards 9 and 10, Ms. Lincoln-Heinz made a motion to approve the application as presented. Ms. White seconded the motion which was approved unanimously by the Board.

13. 26-052

219 Court St.—Signs

Applicant: Kati Sowiak

The applicant seeks a Certificate of Appropriateness to install new signage. Kati Sowiak 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 directional signage is outside the purview of HARB and only the parking and welcome sign are to be reviewed. The applicant and the board discussed the design choices including whether the sign should be white with black lettering rather than black with white. Mr. King suggested a black-on-white color scheme to better complement the building's aesthetic. The group discussed parking reserve signage requirements, with Ms. Gindhart clarifying that informational signs must be less than one square foot to be exempt from zoning permits.

Ms. White tabled the application asking Ms. Sowiak to discuss zoning requirements with Ms. Gindhart before reapplying. Ms. Lincoln-Heinz seconded the motion which was approved unanimously by the Board.

14. 26-053

313 Washington Ave.—Addition

Applicant: Joel Petty

The applicant seeks a Certificate of Appropriateness to add a second floor to the existing mudroom. Joel 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 explained the project confirming that the loss of shed roof was approved by JHC. Gutters will be added to preserve the eave. The siding will be cedar to match the existing. Mr. Hutchinson stated that he didn't like the band between the new construction and the existing. Mr. Petty agreed, stating he added it to differentiate the different construction campaigns. Mr. Petty also stated that the front porch decking is deteriorated and he planned to submit a new application for its replacement.

Citing Standards 6, 9 and 10, Mr. Hutchinson made a motion to approve the application noting that the band between the sections can be eliminated because the addition will be differentiated as new because the new siding will always look different from the old because of its age and patina. He also added that because of the deterioration of the porch decking, HARB will allow it to be replaced in kind from mahogany to mahogany. Ms. Lincoln-Heinz seconded the motion which was approved unanimously by the Board.

15. Other Business

Mr. King said that the Newtown Historic Association is receiving backlash over delays at the Brick Hotel. He suggested a clear distinction be made between HARB's role versus the Newtown Historic Association's responsibilities. He agreed to investigate and suggest viable solutions to clarify the public's misunderstanding that the Newtown Historic Association is not HARB.

The definition of "replacement in kind" was discussed and whether materials to be replaced were to match the existing or had to go back to the original materials. After back and forth, it was determined that this may have to be clarified in the ordinance with the help of liaison, Kris Baumann. Councilor Warren suggested that HARB draft definition language for review by the Borough.

16. Upcoming Meeting

The next HARB meeting is scheduled for Wednesday, September 23, 2026 in person and via Zoom.

17. Adjournment

On a motion by Mr. Hutchinson and seconded by Ms. Lincoln-Heinz, the meeting was adjourned at 9:15 PM.