



CITY OF ALLENTOWN

30797

RESOLUTION

R28 – 2024

Introduced by the Administration on February 21, 2024

Certificate of Appropriateness for work in the Historic Districts:

- 503 W. Allen St.
- 433 N. 8th St.
- 23 N. 12th St.

Resolved by the Council of the City of Allentown, That

WHEREAS, Certificates of Appropriateness are required under the provisions of the Act of the General Assembly of the Commonwealth of Pennsylvania No. 167, June 13, 1961 (P.L. 282) and City of Allentown Ordinance No. 12314; and

WHEREAS, the following properties whose respective owners applied for and were granted approval by the Allentown Historic Architectural Review Board (HARB) to undertake specific exterior alterations on said properties as indicated in the attached Final Review Reports, which form part of this resolution:

- 503 W. Allen St. (Ana Thomas, Owner) – Replace 2nd story windows and framing.
- 433 N. 8th St. (Carole Leconte, Owner) – Replace seven windows.
- 23 N. 12th St. (Rosa Ramos, Owner) – replace roof.

WHEREAS, on February 5, 2024, the Allentown HARB recommended approval of the above applications, or offered modifications which were subsequently accepted by the property owners, to City Council; and

WHEREAS, after reviewing the attached final review reports, it is the opinion of City Council that the proposed work is appropriate.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Allentown that Certificates of Appropriateness are hereby granted for the above referenced work.

	Yea	Nay
Candida Affa	X	
Ce-Ce Gerlach	X	
Daryl Hendricks	X	
Santo Napoli	X	
Natalie Santos	X	
Ed Zucal	X	
Cynthia Y. Mota, President	X	
TOTAL	7	0

THIS IS TO CERTIFY, That the above copy of Resolution No. 30797 was adopted by the City Council of Allentown on the 21st day of February, 2024, and is on file in the City Clerk's Office.



City Clerk

**Historical Architectural Review Board
COA Final Review Sheet**

HDC-2024-00004

Address: 23 N 12th Street

District: Old Allentown Historic District

Owner: Rosa Ramos

Applicant: Alexander Clark

Proposal: Replace roof

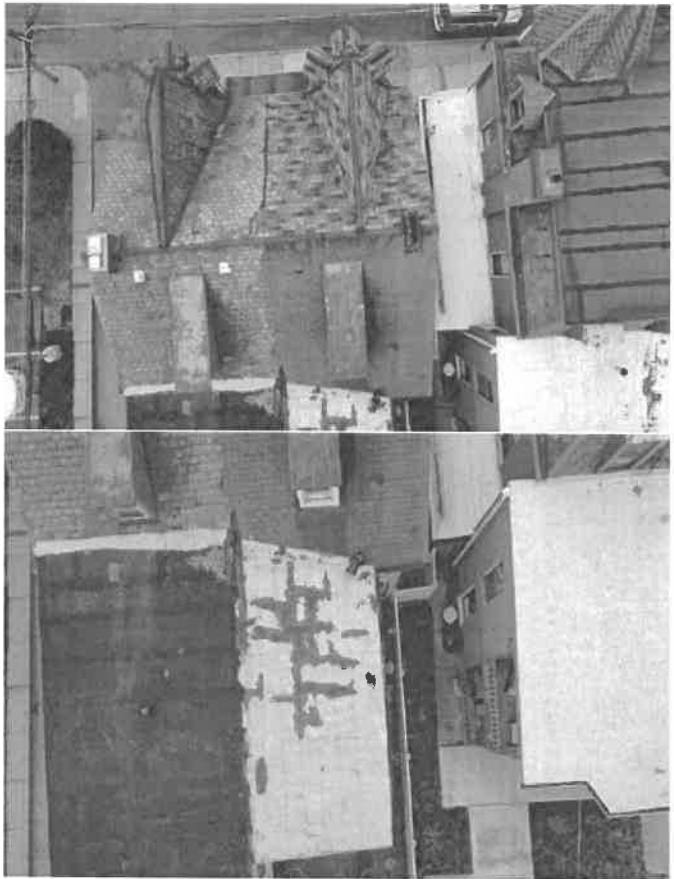
Building Description: This structure is a 2 ½ story, semi-detached frame dwelling with a variety of non-original sidings, gable roof with front corner tower-roof with 3 small dormers, rear shed-roofed dormer, rolled metal ridge caps and finial on the tower roof, 2-story front bay, 1 over 1 double hung windows, and shared front entry porch and curved roof. There is a rear 2 story ell with lower sloped shed roof. The ell is not visible from the front and barely visible from the rear. The house dates from the late 19th century and is altered Queen Anne in style.

Project Description:

This application proposes to remove the existing roofing and replace with EPDM rubber and GAF Timberline Slateline shingles in Antique Slate color.



**Front of 23 N 12th Street
(applicant)**



**Current roof condition
(applicant)**

Applicable Guidelines:

Chapter 3.1 – Roofs

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3.1.1 Inspect roofing systems regularly. Water infiltration through the roof can ultimately damage historic features throughout a building. Identify any broken shingles, exposed sheathing or substrate, damaged or missing flashing, or areas of ponding water for repair. Inspections can be conducted from the ground using binoculars if roof access is difficult. Inspect building interiors for signs of water infiltration. Clear gutters and drainage systems regularly.

3.1.2 Keep historically painted metal roofs well painted to preserve the metal below. Paint acts as a protective layer to prevent the sheet metal from weathering.

3.1.3 Repair and restore original and historic roofing materials whenever possible. Evaluate the condition and cost of repair of original materials before removing and replacing them. Targeted areas of repair or localized in-kind replacement may be the most effective and low-cost solution.

3.1.4 Repair and replace deteriorated flashing or fasteners with materials that are compatible with the roofing material. Roof problems are often caused by failure of these components rather than the historic roofing material.

3.1.5 Preserve architectural features that give the roof its unique and building-specific character—such as dormers, turrets, chimneys, cornices, rolled ridge flashing, cresting, and finials. Repair and restore features; replace in-kind only when necessary.

3.1.6 Replace historic roofing materials in-kind whenever possible if severe deterioration makes a full replacement necessary. Replacement material should match the original in material, dimension, shape, profile, color, pattern, exposure, and overall appearance.

3.1.7 If in-kind replacement is not feasible, replace historic roofing materials with alternate materials that resemble the original as closely as possible. Roof replacement should be sensitive to the original appearance. Replacement materials should match roof slopes or shape.

3.1.8 Replace non-historic roofing materials in-kind or with recommended alternates. If the original material is documented, restoration of the original material is also an appropriate option but is not required. Original roofs may have been replaced long ago, yet asphalt shingles and similar alterations are still considered impacts to the overall appearance. Replacement materials should match the existing in color, pattern, shape, and profile. Greater flexibility is possible with non-historic roofing and using durable high-quality replacements is recommended.

3.1.9 Consider roof ventilation alternatives carefully. Ventilation options are approved on a case by case basis and can include ridge vents, louvered vents, or soffit vents. Proper ventilation may extend the life of a roofing system, but in some cases it can lead to condensation problems with long-term effects on the roofing materials and structural components. Refer to [Chapter 3.8 Mechanical and Utility Equipment](#) for related guidelines about roof vents.

3.1.10 *Recommendation Only:* Proposed repairs or replacement of flat roofs that are not visible from the public right-of-way do not require staff approval or HARB review for a Certificate of Appropriateness. Recommended materials for flat roofs include fluid-applied membranes and modified bitumen membranes.

Observations & Comments: Google Streetview from 2014 shows slate roofing on the gable roof and tower roof but the later satellite views shows replacement shingle roofing. Rolled metal ridge caps are still on the roof. Replacement of existing asphalt shingles on the gable roof and tower roof with new GAF Slateline shingles in the Antique Slate color would be historically appropriate. New or refurbished rolled metal ridge caps should be installed on the roof edges of the tower roof and dormers. The existing historic finial must be retained, repaired in needed, and reinstalled. It is recommended to paint the rolled ridge caps and finial in a matching red color (Tinner's Rd)

The rear ell has a lower sloped roof which is not visible from N 12th Street or Court St. Replacement of existing membrane roof with new EPDM on this roof and the shed-roofed rear dormer is appropriate.

Staff Recommendation: Recommend approval as submitted with the condition that metal rolled ridge caps are refurbished and reinstalled or replacement in-kind. The finial must be retained, repaired, and reinstalled.

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Discussion: There was a discussion of the current inappropriate asphalt shingle roof. It was discovered that there was a COA in 2022 to replace historic slate with new GAF Slateline shingles in the Antique Gray color. Clearly the approved Slateline shingle was not utilized. The current proposal was to use the appropriate GAF Slateline shingle in Antique Slate color. The applicant agreed to refurbish the existing rolled metal ridge caps and finial. The discussion also included gutter after the applicants said they would also be replacing gutter. The current gutter installation was poorly done. Mr. Huber asked that the gutter be properly installed with hangers installed on the bottom edge of the sheathing and that half round gutter and round down spout be used. The last items of discussion were the juncture between the new shingle roof and the neighboring slate shingle roof and snow catchers. The applicant proposed to use a shingled cap at the property line which was supported by the HARB. He agreed to reinstall snow catchers.

Actions: Mr. AJ Jordan moved to approve, with conditions, the application presented on February 5th, 2024, to replace the roofing at 23 N 12th St with new GAF Slateline shingles, pursuant to Chapter 3.1. The following conditions were agreed to by the applicant:

- The existing metal rolled ridge caps will be refurbished and reinstalled or replaced in-kind
- The finial will be retained, refurbished, and reinstalled.
- Half round gutter will be installed with hangers appropriately mounted at the bottom of the sheathing
- Snow catchers will be retained and reinstalled
- A shingled cap will be installed at the joint between the neighboring roofs.

Mr. Huber seconded the motion, which carried with unanimous support.

**Historical Architectural Review Board
COA Final Review Sheet**

HDC-2024-00008

Address: 433 N. 8th Street

District: Old Allentown Historic District

Owner: Carole Leconte

Applicant: Scott Doughman

Proposal: replace 7 windows

Building Description: This structure is a 2 bay, 3 story semi-detached brick dwelling with Mansard roof with dormers, corner tower with hipped roof, decorative corbeled brick and terracotta details, 1 over 1 double hung windows with segmental arches, carved arched headers and trim, round arched windows in the upper level of the corner tower, and original double entry doors. The side and rear of the home have been covered with red brick. The house dates from the late 19th century and is East Lake Queen Anne in style. The house has a high level of historic integrity.

Project Description:

This application proposes to replace 7 windows. The two windows on the front façade will be replaced with Andersen 400 series wood windows matching the existing in color and size. The remaining existing wood windows will be replaced with Andersen 100 windows in fibrex.



**Front façade of 433 N. 8th Street, 2023.
(Google StreetView)**



**Side of 433 N. 8th Street, 2023.
(Google StreetView)**

**Historical Architectural Review Board
COA Final Review Sheet**



**Front windows of 433 N. 8th Street
(Applicant)**



**Side window of 443 N 8th Street
(Applicant)**

Applicable Guidelines:

Chapter 3.5 – Windows

3.5.1 Retain and preserve historic windows and all associated components whenever possible, including window sash, frame, hardware, lintel, sill, trim, hood, shutters, and glazing (glass). Retain original windows in type, shape, size, operation, and material. Preserve existing glazing including stained glass as a distinctive feature of the window.

3.5.2 Keep historic wood windows in good condition by maintaining sound layers of paint at exterior and interior surfaces. Where wood has been exposed by paint failure, clean with the gentle methods possible and using lead-safe practices prior to repainting. Scrape peeling or flaking paint using hand tools down to the next sound layer of paint and ensure that the surface is clear of dirt and debris before priming and repainting.

3.5.3 Maintain operable windows, which have inherent energy-efficient advantages for air circulation. Remove paint that has sealed a window closed from the exterior and/or interior.

3.5.4 Inspect and test hardware. Ensure sash locks bring sashes together tightly to keep windows watertight.

3.5.5 Consider weatherization improvements that have minimal impact to historic fabric including sealing or recaulking around exterior and interior trim, installing weatherstripping, and installing storm windows (either exterior or interior) to improve energy efficiency.

3.5.6 Install storm windows customized to fit each window frame properly. Wood and aluminum materials are appropriate. The horizontal rails should align with window sashes. Window finishes should match the window trim or blend with the color scheme of the building. Interior storm windows may be recommended for windows with distinctive lites, artistic glazing, or irregular shapes to preserve the exterior appearance.

3.5.7 Repair, restore, and reuse original windows prior to replacing them. Where one component of a window is deteriorated or broken, repair or replace the individual piece rather than replace the entire window unit. Repair or selectively replace in-kind existing hardware to ensure window operability, including sash cords, weights, and pulleys. Repaired windows have been shown to achieve energy performance levels comparable to replacement windows.

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3.5.8 Replace windows in-kind if original windows are deteriorated beyond feasible repair. Wood is the preferred material for most replacement windows. Replacement windows should match the original as closely as possible in material, size, type, operation, profile, and appearance. Replicate the existing dimensions of glazing, configuration of muntins, or unique decorative lites. Match sash and frame thickness and window depths. For existing nonoriginal windows, it is preferred to replace with wood windows rather than new alternate materials.

3.5.9 Replace windows with alternate materials if in-kind replacement is not feasible. Replacement windows must match the original as closely as possible in type, size, operation, profile, appearance, and configuration of lites and muntins. Aluminum-clad wood windows are an appropriate alternate because they can replicate the original appearance and material. Composite wood or fiberglass windows with paintable exterior surfaces can be appropriate alternates if they match the original appearance, but are not recommended from a sustainability perspective. Vinyl windows are not appropriate due to short lifespan, poor performance, and inability to match historic profiles.

3.5.10 Preserve the ratio of window openings to solid wall surfaces. Increasing or reducing openings can impact the proportions of a facade and can look out of place within the larger streetscape. Changing the size of openings will also require a Building Permit because it changes the amount of enclosed space on a facade.

3.5.11 Retain the historic pattern of window openings (fenestration pattern), especially on primary facades. Avoid inserting new windows into a facade or infilling existing windows. The position, number, and arrangement of windows defines the rhythm of a facade and can be a character-defining feature of an architectural style or a type of building use. If creating new openings or infilling existing ones is necessary for a project such as an adaptive reuse, locate openings on side or rear facades.

3.5.12 If replacing a single window on a facade, replicate the existing windows of that facade.

3.5.13 Replace single-pane glazing in-kind whenever possible. Install double-glazed windows with simulated divided lights only upon consultation with Staff/HARB. Replicate the dimensions, details, and appearance of the original window. Simulated divided light muntins should be attached to the window exterior, not sandwiched between the panes of glass.

3.5.14 Avoid reflective glazing in restored or new windows. Reflective glazing makes a window's lites and muntins difficult to see and alters the visual impact from the street. This change makes alterations in the historic district more conspicuous. Clear (non-tinted) and non-reflective glazing and low-e coatings are appropriate.

3.5.15 Replace deteriorated window trim or decorative elements only as necessary to match the size, profile, and material of the original elements. For window lintels or hoods that project from the facade plane and are vulnerable to water collection, consider installing of metal drip edges to shed water away from windows. Copper is recommended and should be left to weather naturally; aluminum is acceptable and should be painted to match surrounding materials. Avoid encasing wood sills with metal or vinyl, as this will trap moisture and may cause more damage

Observations & Comments: The reason for replacing the historic window sashes is not evident or stated. The wood window sashes appear to be in good condition. The aluminum storm windows appear to be old. Ideally the windows, front and front corner in particular (windows 1, 2, and 3), should be retained, repaired as needed, weights and ropes repaired if needed, perimeter of frames caulked, and new energy efficient storm windows installed. The energy efficiency of a restored historic wood window with new storm window is roughly equivalent to a new insulated glass window.

Replacement of windows on the rear of the building could be considered if they are not visible from the public right-of-way. It appears the rear of the building is not visible.

Photos for windows 5, 6, 7 were not provided for my review. It is not clear where window #4 is located and whether it is visible from the public R-O-W.

Staff Recommendation: It is recommended to not approve the window sash replacement at the front and front corner of the building. It is recommended to approve the repair of the existing wood windows at the front and front corner of the

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building and the installation of new aluminum storm windows in a color that matches or blends with the trim; or the installation of interior storm windows.

Discussion: The applicant informed the HARB the owner was no longer looking to replace the front and side windows, just the rear windows. There was a discussion about whether the rear windows were visible from the public right-of-way. After some investigation it was concluded they were not visible. After additional discussion it was decided a COA should be issued with the condition that windows on the front and side were excluded for the application and the windows on the rear were outside of the HARB purview since they were not visible.

Action: Mr. AJ Jordan moved to approve, with conditions, the application presented on February 5th, 2024, to replace the historic windows and framing with new aluminum-clad wood windows and wood framing, pursuant to Chapter 3.5, sections 3.5.8, 3.5.9, 3.5.15. The following conditions were agreed to by the applicant:

- The exterior trim will be 1” thick, flat, rot resistant wood (not pressure-treated and not capped in aluminum)
- The sill will be a 4”-5” above the roof surface to the bottom and would be appropriately flashed from under the sill to the roof
- The sill would be 3”-4” thick and made of rot resistant wood (not pressure treated and not capped in aluminum)
- The carved arched header piece will be reinstalled
- The unique “keystone” details will be replicated
- The window replacements are aluminum clad wood as proposed

Mr. Encelewski seconded the motion, which carried with unanimous support.

**Historical Architectural Review Board
COA Final Review Sheet**

HDC-2023-00096

Address: 503 W. Allen Street

District: Old Fairgrounds Historic District

Applicant: Anna Thomas, Endicon, Inc., owner

Proposal: Replace second-story windows and framing

Building Description:

This 3-story brick twin house, ca 1895 is a porch house and has a combination of roof lines with slate shingles and a single chimney. There is an iron fence at the side and rear. The windows are 2/2 sash with Italianate lintels. The main entry is a single door on a concrete porch with iron railing.

Project Description:

The second-story front façade windows and framing has been removed without a certificate of appropriateness and are currently in violation, though no formal notice has been sent. This application proposes to replace the historic windows and framing with new aluminum-clad wood windows and wood framing.



**Front façade of 503 W. Allen Street, 2019.
(Google StreetView)**



**Photo showing the windows and framing to be replaced.
(Google StreetView)**

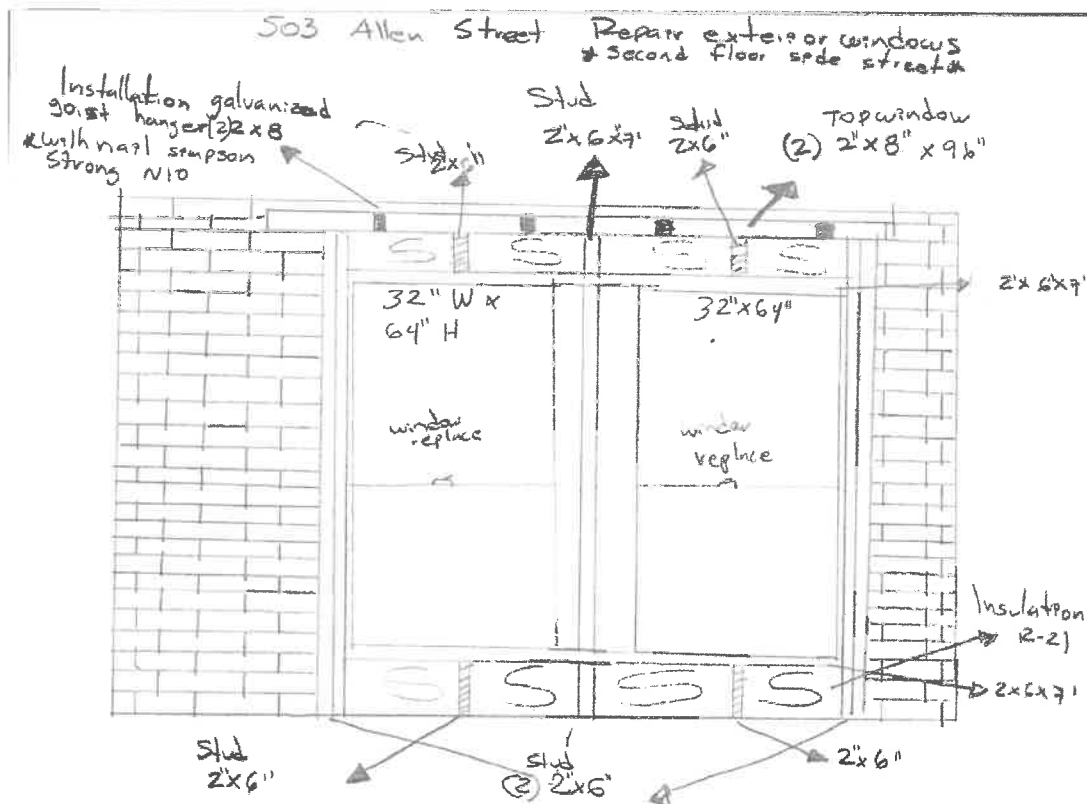
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**Front façade with windows removed and boarded, 2023.
(Applicant)**



**Proposed aluminum clad window.
(Applicant)**



**Drawing of window replacement showing interior view.
(Applicant)**

Applicable Guidelines:

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Chapter 3.5 – Windows

3.5.7 Repair, restore, and reuse original windows prior to replacing them. Where one component of a window is deteriorated or broken, repair or replace the individual piece rather than replace the entire window unit. Repair or selectively replace in-kind existing hardware to ensure window operability, including sash cords, weights, and pulleys. Repaired windows have been shown to achieve energy performance levels comparable to replacement windows.

3.5.8 Replace windows in-kind if original windows are deteriorated beyond feasible repair. Wood is the preferred material for most replacement windows. Replacement windows should match the original as closely as possible in material, size, type, operation, profile, and appearance. Replicate the existing dimensions of glazing, configuration of muntins, or unique decorative lites. Match sash and frame thickness and window depths. For existing non-original windows, it is preferred to replace with wood windows rather than new alternate windows.

3.5.9 Replace windows with alternate materials if in-kind replacement is not feasible. Replacement windows must match the original as closely as possible in type, size, operation, profile, appearance, and configuration of lites and muntins. Aluminum-clad wood windows are an appropriate alternate because they can replicate the original appearance and material. Composite wood or fiberglass windows with paintable exterior surfaces can be appropriate alternates if they match the original appearance, but are not recommended from a sustainability perspective. Vinyl windows are not appropriate due to short lifespan, poor performance, and inability to match historic profiles.

3.5.15 Replace deteriorated window trim or decorative elements only as necessary to match the size, profile, and material of the original elements. For window lintels or hoods that project from the façade plane and are vulnerable to water collection, consider installing metal drip edges to shed water away from windows. Copper is recommended and should be left to weather naturally; aluminum is acceptable and should be painted to match surrounding materials. Avoid encasing wood sills with metal or vinyl, as they will trap moisture and may cause more damage.

Observations & Comments:

Staff notes that the building description from the time the district was designated describes the front façade windows as two-over-two double-hung sash windows with Italianate lintels. Staff suggests that the description is incorrect and contends that the building has Queen Anne features and that the windows were likely one-over-one double-hung sash windows.

At the time the applicant submitted the application, the second-story windows and framing had been removed without permits or a certificate of appropriateness. The drawing included in the application shows the interior framing and proposed window replacement. Staff initially rejected the drawing and requested an exterior drawing showing the framing and masonry opening; however, the applicant again provided the same drawing of the interior framing. Staff finds that the HARB cannot properly review the proposed scope of work without a drawing that shows the exterior framing, noting that the decorative trim below the lintel and the center mullion have been removed and should be recreated to their original dimensions and appearance to comply with Guideline 3.5.15.

If all exterior framing and trim is replicated to match the historic, staff finds the proposed aluminum-clad wood sash windows to be appropriate, provided they are the same dimensions as the historic windows.

Staff further notes that the façade has paint and roofing tar on the brick that should be removed to bring the property into compliance.

Staff Recommendation:

Denial, owing to incompleteness, with the comment that a scaled elevation drawing of the exterior framing, trim, and masonry opening be submitted for HARB review.

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Discussion: The applicants circulated a drawing that had not been received prior to the meeting. The drawings was a scaled drawing with more information although not all details described. The discussion focused mostly on those details. The type of trim over the dimension lumber frame, the location of the sill above the roof surface, the type of sill, and the arched header board. Ms Zacarias ultimately communicated that the arched header piece had not been thrown away and they still had it. This was welcome news. The following conditions were discussed: the trim would be 1” thick flat, rot resistant wood (not pressure-treated and not capped in aluminum); the sill will be a 4” above the roof surface to the bottom and would be appropriately flashed from under the sill to the roof; the sill would be 3”-4” thick and made of rot resistant wood (not pressure treated or capped in aluminum); the carved arched header piece will be reinstalled; and the unique “keystone” details will be replicated. The window replacement spec was reviewed prior to the motion and found to meet the Guidelines for Historic Districts.

Actions:

Mr. AJ Jordan moved to approve, with conditions, the application presented on February 5th, 2024, to replace the historic windows and framing with new aluminum-clad wood windows and wood framing, pursuant to Chapter 3.5, sections 3.5.8, 3.5.9, 3.5.15. The following conditions were agreed to by the applicant:

- The exterior trim will be 1” thick, flat, rot resistant wood (not pressure-treated and not capped in aluminum)
- The sill will be a 4”-5” above the roof surface to the bottom and would be appropriately flashed from under the sill to the roof.
- The sill would be 3”-4” thick and made of rot resistant wood (not pressure treated and not capped in aluminum).
- The carved arched header piece will be reinstalled.
- The unique “keystone” details will be replicated.
- The window replacements are aluminum clad wood as proposed.

Mr. Encelewski seconded the motion, which carried with unanimous support.