

CITY OF ALLENTOWN

RESOLUTION

R90 - 2025

Introduced by the Administration on July 23, 2025

Certificate of Appropriateness for work in the Historic Districts:

806 Monroe St.

1022 Chew St.

931 Gordon 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:

- 806 Monroe St. (Richard Rotondo, Owner) – Infill door opening and restucco first floor and side.
- 931 Gordon St. (Brandon Yautz, Owner) – Replace slate steeple roof.
- 1022 Chew St. (Three Putt Ventures LLC, Owner) – Construct third-floor dormer addition at the rear.

WHEREAS, on June 2, 2025, 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	Х	
Ce-Ce Gerlach	Х	
Cynthia Y. Mota	Х	
Santo Napoli	Х	
Natalie Santos	Х	
Ed Zucal	Х	
Daryl Hendricks, President	Х	
TOTAL	7	0

THIS IS TO CERTIFY, That the above copy of Resolution No. 31082 was adopted by the City Council of Allentown on the 23rd day of July, 2025, and is on file in the City Clerk's Office.

City Clerk

HDC-2025-00033

Address: 806 Monroe Street

District: Old Allentown Historic District

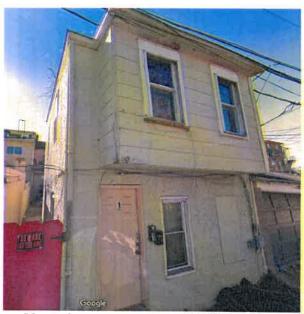
Owner: Richard Rotondo

Applicant: Owner

Proposal: Infill door opening and re-stucco first floor and side.

<u>Building Description:</u> 806 Monroe Street is a two-story stucco-faced dwelling with a shallow shed roof, built prior to 1932. A large portion of the second-floor projects from the face of the building and features two windows with flat lintels and trim.

<u>Project Description:</u> Retain door infill on first floor, which was infilled due to security concerns. Re-stucco first floor and side. Possible install shutters on windows facing Monroe Street which will comply with the historic design guidelines for shutters.



Monroe Street Elevation, April 2024 (Google Maps)



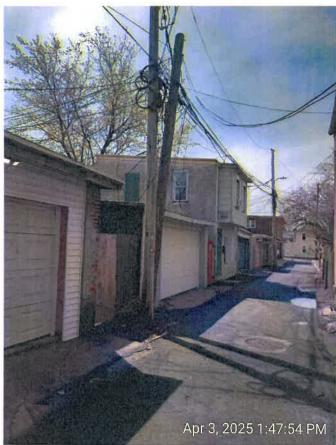
Monroe Street Elevation, April 2025 (City of Allentown)

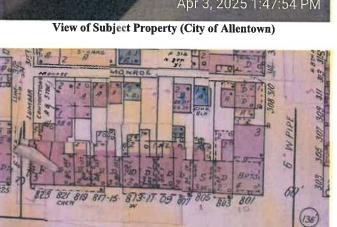


Side Elevation, April 2024 (Google Maps)

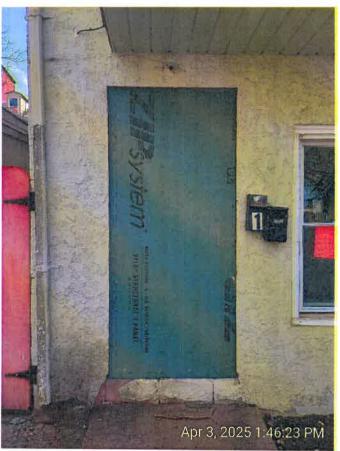


Side Elevation, April 2025 (City of Allentown)





1932 Sanborn Map (Library of Congress)



Proposed Door Infill Area (City of Allentown)

Applicable Guidelines:

Section 3.5 - Windows

3.5.21 Install new shutters only if shutters existed previously at the building. Historic photographs or shutter hardware remaining at walls or windows can indicate if shutters once existed. New shutters may not be appropriate for every architectural style or type of building.

Section 3.6 - Doors

- 3.6.9 Replace with durable alternate materials if in-kind replacement is not feasible. Composite wood doors and fiberglass doors are acceptable replacements if new doors match the original in size, style, configuration, detail, and appearance. However, these products are not recommended from a sustainability perspective. They have shorter lifespan and deteriorate when exposed to moisture, weathering, and temperature variation. For replacement doors, avoid metal doors (including metal doors that imitate paneled wood), as they do not have the same appearance and texture of historic wood. Avoid pre-hung doors (doors that are purchased already installed in a frame) when replacing a door, because these require the removal of historic fabric and can change the size of the opening.
- **3.6.10** Preserve the size of the existing door opening. New doors should be custom sized if necessary. Avoid enlarging or filling in original door openings to fit new stock sizes. This alteration will impact the historic character of the building. This action will also require a Building Permit because it changes the amount of enclosed space on a façade.

5/5/25 Observations & Comments: Infilling a doorway on a primary façade is not appropriate, as entry doors contribute to the composition of the primary façade. Removing a point of building egress may require approval by the Bureau of Building Standards and Safety, separate from HARB review. More information would be helpful to understand why door infill is the proposed solution; have other options been explored to maintain a secure entry?

Maintaining the stucco on the exterior walls of the building is appropriate; based on available imagery, the stucco has been in place since before 2008.

The application states the possibility of installing shutters along the Monroe Street elevation. More information would be required to review this item, such as evidence that shutters historically existed on the building. Refer to Guideline 3.5.21.

Staff Recommendation: Staff recommend denying.

5/5/25 Discussion:

Mr. Giovanni represented the application and presented the various work items proposed for the property, including a recent installation of an egress window on the side of the house, infilling the existing door along Monroe Street, and uncovering a first-floor window on Monroe Street.

Mr. Hart and Mr. Encelewski indicated that more information needs to be formally presented in the application, beyond discussion, including material for door infill, window construction (materiality, profiles, configuration), treatment of new/existing light fixtures, and mailbox. If shutters are desired, as they are listed in the application, evidence that they existed historically should be submitted.

Mr. Huber is inclined to approve as submitted. Mr. Jordan stated that everything in the application needs to be presented formally.

Action:

Mr. Encelewski moved to table the application presented on May 5, 2025, one month so that the applicant can formalize all aspects of the application. Mr. Hammond seconded the motion which carried with unanimous support and no abstentions.

6/2/25 Application Updates: The applicant provided the following clarifications on the scope of work:

- 1. Door (facing Monroe St): The door was within a 30" opening and was removed and framed using a double 2x4 header and 3-2x4 studs. The opening was insulated and covered with 3/4" ZIP plywood panel, and will be finished with mesh wire and stucco mortar to match existing finish of rest of property.
- 2. Window: First floor window that was covered was opened. Applicant discovered that a vinyl window was left in place, and no further work is planned for that window. The second-floor rear window that was removed will be replaced with a vinyl window that fits the same size opening.
- 3. Light Fixtures/Mailbox No light fixtures are being removed or added. New mailboxes will be attached to the front of the property in the same location as where the door was removed. These are basically the same that was there, but new. The applicant provided a proposed black mailbox.
- 4. Shutters The applicant hopes to put shutters on the building but is not necessary if HARB doesn't approve. Shutters would be placed on the 4 front windows only. The applicant does not have evidence that shutters existed previously and would be a new item to match typical homes in the area. The applicant provided a proposed vinyl product.

6/2/25 Staff Observation and Comments:

- 1. If removal of the front door is acceptable to the HARB, the proposed exterior finish to match the adjacent stucco is appropriate.
- 2. Maintaining the existing first floor window that was previously covered over is appropriate. All visible windows appear to be vinyl replacement windows. While new vinyl windows are not appropriate per the Guidelines, 3.5.12 states "If replacing a single window on a façade, replicate the existing windows of that façade."
- 3. The proposed mailbox is a simple design and is appropriate.
- 4. Per the Guidelines, shutters should not be added where there is no evidence they existed historically. Vinyl shutters are not appropriate.

6/2/25 Staff Recommendations:

If removal of the front door is acceptable, staff recommend approval with the following conditions:

- Stucco over door infill is installed as presented.
- Mailboxes are installed as presented.
- Shutters are not installed.

Presenters:

- Brandon Jones presented the application.
- Richard Rotondo represented the application.

Discussion:

The applicant clarified that the right side first floor window was covered by plywood by a previous owner. The current window existed behind the plywood. The door along Monroe Street has been removed and infilled, and the stoop is currently remaining. The applicant noted that he would prefer to remove the stoop, if appropriate. While the applicant would like to install shutters, the HARB discussed that that shutters can only be installed where they existed historically.

Action:

Mr. Hammond moved to approve the application presented on 6/2/2025 for the exterior work at 806 Monroe Street with the following conditions agreed to by the applicant, following sections of the Guidelines for Historic Districts: Chapter 3, Section 3.5 Windows, Section 3.6 Doors, and found circumstances unique to the property:

- Stucco over door infill is installed as presented.
- Mailboxes are installed as presented.
- Shutters are not installed.
- Stoop Monroe Street is removed.

Mr. Huber seconded the motion, which passed unanimously.

HDC-2025-00035

Address: 931 Gordon Street

District: Old Allentown Historic District

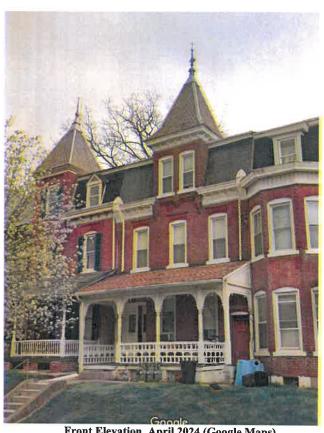
Owner: Brandon Yautz Applicant: JW Contractors

Proposal: Replace slate steeple roof

Building Description: This three story brick row is a composite of Queen Anne and Eastlake influences with a flat roof and spire of slate. The 1/1 sash windows have Eastlake lintels. The double glazed main entry has a transom.

Project Description:

Replace slate steeple roof with CertainTeed Carriage House Shingles, citing a current roof leak.





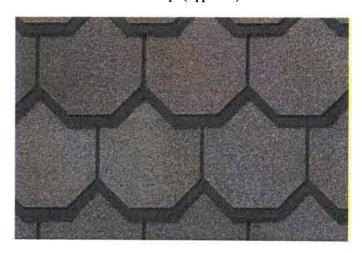


Steeple Roof at Subject Property and Neighbor (Applicant)





Streetscape (Applicant)



Projected Work Area- Steeple (Applicant)



Proposed Shingle – CertainTeed Carriage House Shingle (Applicant)

Current Steeple (Applicant)

Applicable Guidelines:

Section 3.1 - Roofs

- **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.

5/5/25 Observations & Comments: The slate steeple is a defining feature of the façade at 931 W. Gordon Street. Beveled and rectangular shingles create a dynamic pattern on the steeple.

While the proposed replacement product is of a similar beveled shape, replacement in-kind or with a synthetic slate would be appropriate. The size of the shingle also appears to be larger that the size of the slate shingle. More information would be helpful to understand if repairing the existing roof has been explored. If repair is not feasible, an appropriate alternative would be an alternative slate-look roof, such as GAF Slateline, or similar. Replacement materials should match the existing in color, pattern, shape, size, and profile.

Staff Recommendation: Staff recommend denying.

5/5/25 Discussion:

The roofing contractor for the project represented the application. Applicant states that he was not able to source materials to match the existing slate. Mr. Jordan asked if repair was considered. The HARB discussed the feasibility of repairing the existing slate with the applicant, and potential alternative materials if repair is not feasible. A repair in kind could have a longer lifespan and be more durable than an asphalt replacement. The applicant was amenable to exploring the feasibility of repair with the owner and proposing alternative materials and methods.

5/5/25 Actions:

Mr. Jordan moved to table the application presented on May 5, 2025, one month. Mr. Hart seconded the motion, which carried with unanimous support and no abstentions.

6/2/25 Updates: Staff did not receive materials to review prior to the 6/2/25 HARB Meeting; discussion to continue with applicant at meeting.

Presenters:

- Brandon Jones presented the application.
- Jaroslaw Werel represented the application.

Discussion:

The applicant brought a sample of the existing slate which fell off the steeple roof. He noted that he tried to reinstall slate shingles, which broke in the reinstallation process. While reviewing the existing steeple more closely, the slate towards the bottom of the steeple were observed to be in poor condition. The applicant brought samples for potential alternate materials, including the material proposed at the May 2025 HARB meeting, and GAF Slateline shingles. Mr. Jordan noted that the Slateline shingles were not consistent with the shaped slate- the current configuration of the slate installation is a combination of rows of rectangular/straight slates and rows of beveled/scalloped shingles.

If the current slate is beyond repair, the applicant proposes to use two styles of asphalt shingles to create a similar pattern as the current slate; however, the colors for the different shaped shingles are similar but not a complete match. Mr. Encelewski noted that maintaining the patterning of the shingles would be great and acknowledges that the slate appears to be in disrepair. Mr. Hart expressed concern about the loss of slate materials throughout the districts is a major issue but would defer to the board about the best alternate material. Ms. Shreier has concern about mixing two product types to replicate the pattern. Mr. Huber expressed that maintaining the pattern would be important to maintaining the character of the steeple and that it should be reflected in any replacement. Mr. Hammond preferred the shaped asphalt alternate material. Mr. Jordan said that there is evidence that the roof is in worse shape than anticipated and noted that the patterning of the existing roof is important across the board. The applicant noted that mixing two product types is physically possible and is open to a variety of options as recommended by the board.

Four rows of Slateline and four rows of Carriage House to replicate original detailing.

Action:

Mr. Jordan moved to approve the application presented on 6/2/2025 for steeple roof replacement at 931 Gordon Street with the following conditions agreed to by the applicant, following section of the Guidelines for Historic Districts: Chapter 3, Section 3.1 Roofs, and found circumstances unique to the property in the unique patterning of the existing steeple:

• The proposed GAF Slateline and the proposed Certainteed Carriage House shingles are used in a unique pattern to replicate the existing pattern of the slate roof using four courses of Certaineed Carriagie house shingles to one course of Slateline.

Phillip Hart seconded the motion, which carried with unanimous support and no abstentions.

HDC-2025-00046

Address: 1022 Chew Street

District: Old Allentown Historic District **Owner:** Three Putt Ventures LLC

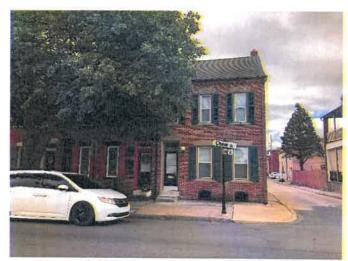
Applicant: Steward Gouck, Ignite Realty Group

Proposal: Construct a third-floor dormer addition at the rear of the house

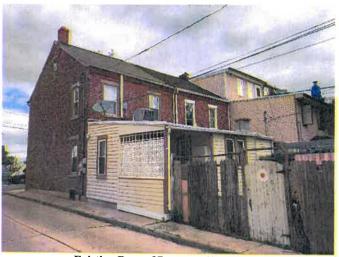
Building Description: This 2½-story brick row house, ca 1898 is Federal/Victorian in style with Eastlake influences. The gable roof has asphalt shingles, dentilated brick cornice and a single shared chimney. The windows are 1/1 sash with flat incised lintels. The main entry has a single 1/2 –lite door with a transom, and a stone stoop. There are basement window grilles visible.

Project Description:

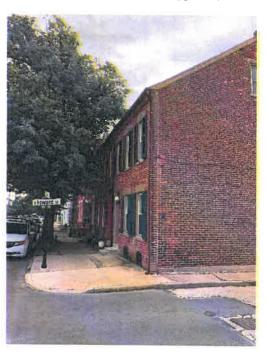
The proposed work is to construct a third-floor dormer addition at the rear of the house.

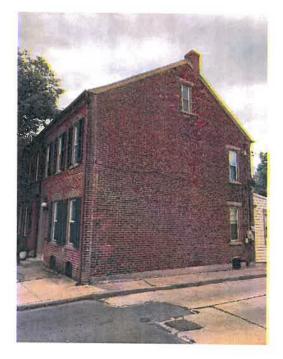


Existing Front Elevation (Applicant)



Existing Rear of Property (Applicant)





Existing Front Corner of Property (Applicant)

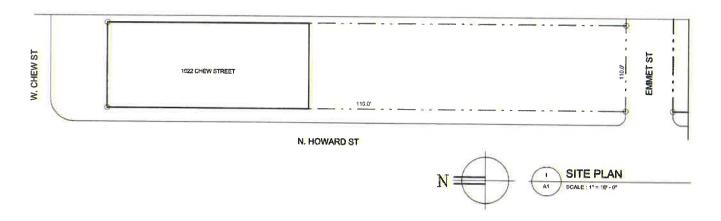


Existing Elevation along Howard St (Applicant)

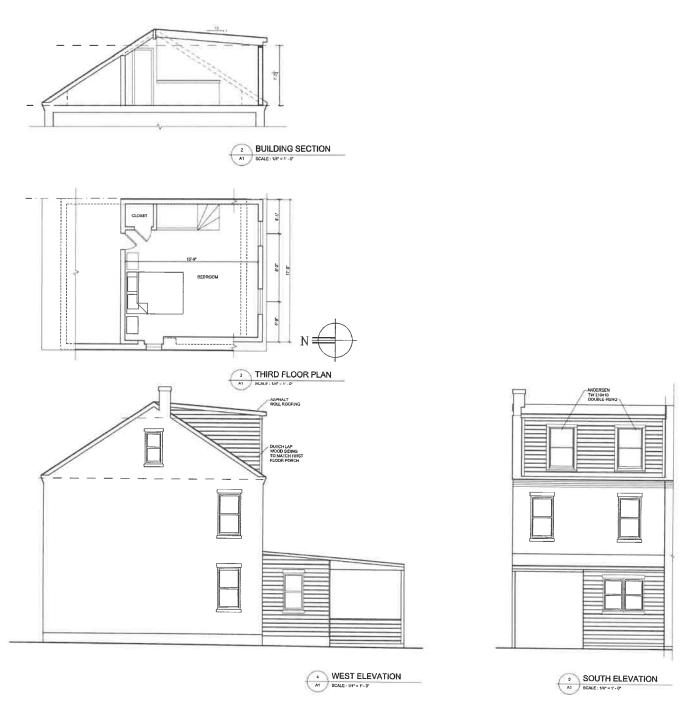


Existing Rear of Property (Applicant)

Existing Rear Elevation (Applicant)



Site Plan (Applicant)



Proposed Dormer Addition (Applicant)

Applicable Guidelines:

Section 3.5 – Windows

Section 4.1 – Additions to Existing Buildings

Observations & Comments:

Staff reference Guideline 4.1.9, "dormer additions should not overwhelm the historic roof and should be scaled to preserve the predominance of the original roof form. New dormers are inappropriately large if they span from end to end of the original roof or if they reach from eave to ridge, or if they occupy the majority of the roof slope's area. New dormers on primary façade are rarely appropriate" and 4.1.26 "Design new dormers to be compatible with the existing architectural style and window pattern of the main building. Locate new dormers on rear or side roof slopes to reduce visibility."

- A dormer addition at the rear of the building is an appropriate location. There would be some visibility from Howard Street, and from Zieglers Court at the rear. It is not clear if the dormer would be completely obscured from view along Chew Street, or if it would be only minimally visible.
- The proposed dormer does occupy a majority of the rear roof. It would be helpful to understand if it is possible to reduce the overall width and/or length of the dormer.
- The proposal indicates two windows in the dormer. The 1/1 configuration is in keeping with the other windows on the building. More information would be helpful, including the materiality of the window, and overall dimensions. It appears that the windows are larger than the existing second floor windows, which does not follow the typical proportion of windows in dormers, which is that dormer windows are smaller than primary windows.
- The proposed siding is wood Dutch lap siding to match the rear first floor area. Wood lap siding is appropriate per the Guidelines. Per the Guidelines, all wood elements are to be painted.
- Gutters and downspouts were not included in the application materials. More information would be helpful to understand if these elements are intended to be included, and if so, the materials and profiles of those items.

Staff Recommendation: Staff recommend approval with the following conditions:

- The dormer footprint is reduced in size in width and/or depth, so as to occupy less of the rear roof slope and be in a more similar proportion to other original dormers in the area.
- Window materiality is in keeping with the Guidelines.
- All wood elements are painted.
- Any proposed gutters and downspouts for the dormer are submitted for approval.

Presenters:

- Brandon Jones presented the application.
- Stewart Gouck represented the application.

Discussion:

The applicant stated that the dormer is not the full width of the roof – it is set off 18" from the Howard Street edge of the roof. There is an existing stair that influenced the dormer width. Any reduction in width would have to be taken from the Howard Street side. The applicant noted that the dormer would only be seen from a pedestrian standpoint and would only have limited visibility. The intent of the dormer is to create a more usable third floor in the building.

The HARB discussed that the dormer is appropriately placed on the rear roof slope. The dormer width is to the interior face of the party walls. The materiality of the windows could be wood, aluminum clad wood, or fiberglass. The gutter on the dormer would be a half round with a round downspout.

Mr. Hammond noted agreement with recommended staff conditions but removing the first condition about the reducing the size of the dormer. The board was in agreement that the size of the dormer is appropriate, given the stair location in the interior and nearby building configurations.

Action:

Mr. Hammond moved to approve the application presented on June 2, 2025, for the proposed dormer at 1022 Chew Street with the following conditions agreed to by the applicant, following sections of the Guidelines for Historic Districts: Chapters 3, Section 3.5 Windows and Chapter 4, Section 4.1 Additions to Buildings, and found circumstances unique to the property in the scaling of adjacent property rear dormers:

- o Window materiality is in keeping with the Guidelines; wood, aluminum clad wood, or fiberglass.
- o All wood elements are field or factory painted.
- Any proposed gutters and downspouts for the dormer are half round gutters and round downspouts, in keeping with the Guidelines, subject to staff approval.

Alex Encelewski seconded the motion, which carried with unanimous support and no abstentions.