



LEO S. LUTZ

Mayor

EVAN M. GABEL

Solicitor

HEATHER ZINK

Borough Council President

MARK E. STIVERS

Borough Manager

## COLUMBIA BOROUGH HISTORICAL ARCHITECTURAL REVIEW BOARD

Paul W. Myers Council Chambers, 308 Locust Street, Columbia

May 10, 2023 | 7:00 PM

### FINAL AGENDA

*This meeting will be live streamed via the Borough's Facebook page as a convenience and is not meant to replace in-person participation in the meeting.*

- 1) Call to Order and Roll Call
- 2) Moment of Silence
- 3) Pledge to the Flag
- 4) Minutes for Approval – April 12, 2023, HARB Meeting
- 5) New Business
  - a) Consider motion to recommend to Borough Council for the COA – 305 Locust Street  
APPLICANT/OWNER: GK 315 Locust Street Apartments LLC c/o Cimarron Mgt  
AGENT: N/A  
CONTRACTOR: RPM Signs  
ALTERATION: Installation of a non-illuminated commercial business sign with “State Farm” logo and dimensional letters. Window and door vinyl signage to provide operating hours and services
- 6) Presentation of Administrative Approvals (information only) Listed Below (April)
  - i) 346 Maple Street – install siding-replace rubber roof-work on rear of dwelling
  - ii) 318 Maple Street – replace roof – shingles to shingles
  - iii) 419 N Third Street – replace wood windows w/vinyl- front of dwelling
- 7) Public Comments and Questions

**Civility and Decorum:** Borough officials and members of the public are expected to conduct themselves with civility and to accord each other a measure of dignity and respect. Shouting, foul language, personal insults, threats, and attacks or any conduct that disrupts the flow of business is out of order.
- 8) Other Business

9) Motion to Adjourn

***(Next Meeting, June 14, 2023)***

If you are a person with a disability wishing to attend this meeting and require an accommodation to participate in the meeting, please contact the Columbia Borough Office at (717) 684-2467 at least 24 hours prior to the meeting.

**BOROUGH of COLUMBIA COUNCIL  
HISTORICAL ARCHITECTURAL REVIEW BORAD  
MINUTES**

April 12, 2023, | 7:00 PM  
Paul W. Myers Council Chambers

1. Chairperson Lutz called the meeting to order at 7:00 PM.

**Board Members present:** Barley, Brandt, Carrigan, Architect Kerekgyarto, Lutz & Mountain.

**Staff Present:** Planning/Zoning Manager Cino  
Laurie Gerfin-Lutz, Administrative Assistant

2. Chairperson Lutz led a moment of silence.  
3. Chairperson Lutz led the pledge to the flag.  
4. Election of Officers for 2023

Motion to appoint Jonathan Lutz as Board Chairperson.

Motion by:	Second by:	Voice Vote:
M. Barley	A. Carrigan	All Favored – Motion Carried

Motion to appoint Peter Kerekgyarto as Board Vice Chairperson.

Motion by:	Second by:	Voice Vote:
A. Carrigan	N. Mountain	All Favored – Motion Carried

5. Minutes for Approval.

Motion to approve minutes for the January 11, 2023, and March 08, 2023, meeting.

Motion by:	Second by:	Voice Vote:
B. Brandt	P. Kerekgyarto	All Favored – Motion Carried

6. New Business

Motion to consider agenda item 6A COA 154 South Fifth Steet and 6B COA 156 South Fifth Street together.

Motion by:	Second by:	Voice Vote:
B. Brandt	P. Kerekgyarto	All Favored – Motion Carried

a) COA – 154 South Fifth Street

APPLICANT/OWNER: Lancaster County Land Bank Authority  
AGENT: N/A  
CONTRACTOR: S A Way Plumbing & Heating  
ALTERATIONS: Demolish single family dwelling

b) COA – 156 South Fifth Street

APPLICANT/OWNER: Lancaster County Land Bank Authority  
AGENT: N/A  
CONTRACTOR: S A Way Plumbing & Heating  
ALTERATIONS: Demolish single family dwelling

Sean Krumpe, a representative from the Lancaster County Land Bank Authority, was present and provided details on the current condition of the properties and the planned demolition. The Board asked clarification questions on the project that Sean was able to provide or stated they were issues that would be addressed post demolition.

Motion to approve COA 154 South Fifth Street and COA 156 South Fifth Street for demolition.

<b>Motion by:</b>	<b>Second by:</b>	<b>Voice Vote:</b>
A. Carrigan	N. Mountain	All Favored – Motion Carried

7. Presentation of Administrative Approvals (information only) Listed Below (March)

- I) 339 N Second Street – replace roof – shingles to shingles
- II) 318 Maple Street – replace roof – shingles to shingles
- III) 552 Chestnut Street – replace wood windows w/vinyl-same panes-no capping-lead safe program
- IV) 401 Walnut Street – strip/paint front door and wood surround – previously painted – in-kind materials
- V) 315 Union Street – replace flat/peak/porch/flashing/vents roof – in-kind materials.

Board Member Brandt asked if this project would need to come before the Board. Planning & Zoning Manager Cino will review and get back to him.

Board Member Carrigan asked questions on the requirements to paint in the Historic District. Manager Cino responded that a permit is required but the color of paint is not regulated.

8. Public Comments and Questions

9. Other Business

Board Member Brandt led a discussion on a presentation at the last meeting that drew attention to discrepancies in the Borough’s ordinance concerning painting and masonry work in the Historic District.

Motion to direct staff and Council to research and consider amending the ordinance.

<b>Motion by:</b>	<b>Second by:</b>	<b>Voice Vote:</b>
B. Brandt	M. Barley	All Favored – Motion Carried

Manager Cino discussed the Borough’s new CLG status, and the relationship being built with our SHIPO representative in Harrisburg. She suggested having the SHIPO representative attend a meeting for introduction and information purposes.

10. Motion to adjourn the meeting at 7:28 PM.

<b>Motion by:</b>	<b>Second by:</b>	<b>Voice Vote:</b>
P. Kerekgyarto	A. Carrigan	All Favored – Motion Carried

**MOTIONED AND APPROVED** this 10<sup>th</sup> day of May 2023, by the Historical Architectural Review Board of the Borough of Columbia, Lancaster County, Pennsylvania, in lawful session duly assembled.

**BOROUGH OF COLUMBIA, LANCASTER COUNTY, PENNSYLVANIA**

**By:**

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Jonathan Lutz, Chairperson of the Board



**LEO S. LUTZ** Mayor  
**HEATHER ZINK** Borough Council President  
**EVAN M. GABEL** Solicitor  
**MARK E. STIVERS** Borough Manager

**AGENDA DATE:** May 9, 2023

**TO:** Historic Architecture Review Board

**RE:** HARB COA for 305 Locust Street  
Permit No.230101/Account No.1107757100000

**FROM:** Sharon Cino, Planning & Zoning Manager  
**VIA:** Mark E Stivers, AICP, Borough Manager

**TITLE:** Consideration of a Certificate of Appropriateness (COA) to install a non-illuminated commercial business sign

**OWNER/APPLICANT:** GK 315 Locust Street Apartments, LLC  
C/O: Cimarron Management  
430 Walnut Street  
Columbia, PA 17512

**Contractor:** RPM Signs  
631 S. 17<sup>th</sup> Street  
Harrisburg, PA 17104

**PROJECT DESCRIPTION:** Installation of a non-illuminated commercial business sign with “State Farm” Logo and dimensional letters. Window and door vinyl signage to provide operating hours and services.

**PROPERTY DESCRIPTION:** The property was established circa 1880. The historic style is Romanesque Commercial. The newly renovated property now home to the Flats @315 is a (3) story mixed use building with two apartments on the upper floors and 1,200 square feet of ground floor commercial retail space.

**SECRETARY OF THE INTERIOR STANDARDS THAT APPLY:** 9

- (9) New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.



**STAFF RECOMMENDATION:** Staff recommends approval of the COA to install a commercial non-illuminated business sign at the property 305 Locust Street.



# Application for HARB Review

APR 26 2023

4/26/23  
Date of Application

**Check List:** Your completed application should include:

<input type="checkbox"/> Plot Plan Drawings	<input type="checkbox"/> Brochure or Catalog Cut
<input type="checkbox"/> Elevation Drawings	<input type="checkbox"/> Material Sample
<input type="checkbox"/> Photographs	<input type="checkbox"/> Other (specify): _____

**PLEASE PRINT OR WRITE LEGIBLY**

1. **Owner's Name:** Cimaron Management  
 If applicant is not the equitable owner of the property, indicate:  
 Owner's Agent/Representative       Other \_\_\_\_\_  
 Letter Submitted by Property Owner, authorizing Agent/Representative to act: \_\_\_\_\_

Street Address: 430 Walnut St

Mailing Address (if different): \_\_\_\_\_

City: Columbia State: PA Zip: 17512

Phone (daytime): 717-278-7979 Email: \_\_\_\_\_

2. **Street Address of Property to be Reviewed** (if different): 305 Locust Street - Columbia PA 17512

3. **Contractor's Name:** RPM Sign

Street Address: 631 S. 17th St Harrisburg PA 17104

Mailing Address (if different): \_\_\_\_\_

City: Harrisburg State: PA Zip: 17104

Phone (daytime): 717-257-9885 Email: mfarnes@rpmsignsolutionslighting.com

4. **Architect/Engineer** (if applicable): \_\_\_\_\_

Street Address: \_\_\_\_\_

Mailing Address (if different): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone (daytime): \_\_\_\_\_ Email: \_\_\_\_\_

5. **Property Use** (Check all that apply):

- Single Family Residence
- Multi-Family Residence
- Office
- Commercial/Retail
- Industrial
- Institutional
- Vacant

**Particular Building Type:**

- single, detached
- duplex
- row
- apartment building
- warehouse
- other: \_\_\_\_\_

**Property Data** (if unknown, leave blank)

1. Date building constructed:

2. Date of additions/alterations:

**Applicant, complete back** 



6. **Proposed Alteration(s), Demolition or New Construction (list each item separately):**

Example: 1. replace existing front door with wood four-panel door  
2. install storm door

Installing business identification signage  
- non illuminated "State Farm" with logo - dimensional letters  
- Window/Door vinyl indicating operating hours and services

7. **Costs**

Estimate the total cost of the alteration(s): \$2000

8. **Date of Review**

Date of meeting at which application will be reviewed: 5/10/23

I, the undersigned, understand that any work affecting existing ordinances must be in compliance with those ordinances, that major work is subject to inspection, that new structures require a Certificate of Occupancy upon completion, that any misrepresentation of the proposed work is cause for withdrawal of the work permit, and any work beyond the scope of the work permit is cause for a Civil Action Complaint. The minimum penalty as prescribed by the Pennsylvania Municipalities Planning Code is \$500.00.

9. **Signature of applicant:**

Date: 4/28/23

10. **Signature of Building Official:**

Zoning

Date: 5/1/2023

Applicant was given:

- Pink Placard (to be prominently displayed by applicant on the property where the alterations are proposed)
- Meeting Notice (provides applicant with date, time, and location of meeting at which application will be reviewed)

### Official Use Only

Date of site visit: \_\_\_\_\_

**Property Description** (building inventory data sheet)

Historic Function: \_\_\_\_\_ Particular Type: \_\_\_\_\_ Current Function: \_\_\_\_\_

Architectural Style: \_\_\_\_\_

Exterior Materials: \_\_\_\_\_

Structural System: \_\_\_\_\_ Foundation: \_\_\_\_\_

Bays: \_\_\_\_\_ Stories: \_\_\_\_\_

Roof Pitch: \_\_\_\_\_ Roof Materials: \_\_\_\_\_ Roof/Wall Junction: \_\_\_\_\_

Dormers: \_\_\_\_\_ Chimney: \_\_\_\_\_

Porch: \_\_\_\_\_ Porch Support: \_\_\_\_\_

General Condition: \_\_\_\_\_ Integrity: \_\_\_\_\_

Field Notes: \_\_\_\_\_

## Letter of Authorization

To Whom it may concern:

As Owners/Representatives of the property located at

305 Locust Street  
Columbia PA 17512

I grant permission for Everbrite, LLC and its authorized agents to install signage at the above location.

Everbrite and its authorized agents may also secure any necessary permits for the signage and City/County that this property is located

Sincerely

Signed: \_\_\_\_\_

Doon Murphy

Date: \_\_\_\_\_

4/3/2023

Printed Name : \_\_\_\_\_

Doon Murphy

Title: \_\_\_\_\_

PRESIDENT

Phone: \_\_\_\_\_

717-278-7979

Property owner

Name: \_\_\_\_\_

LIMANROJ MANAGEMENT

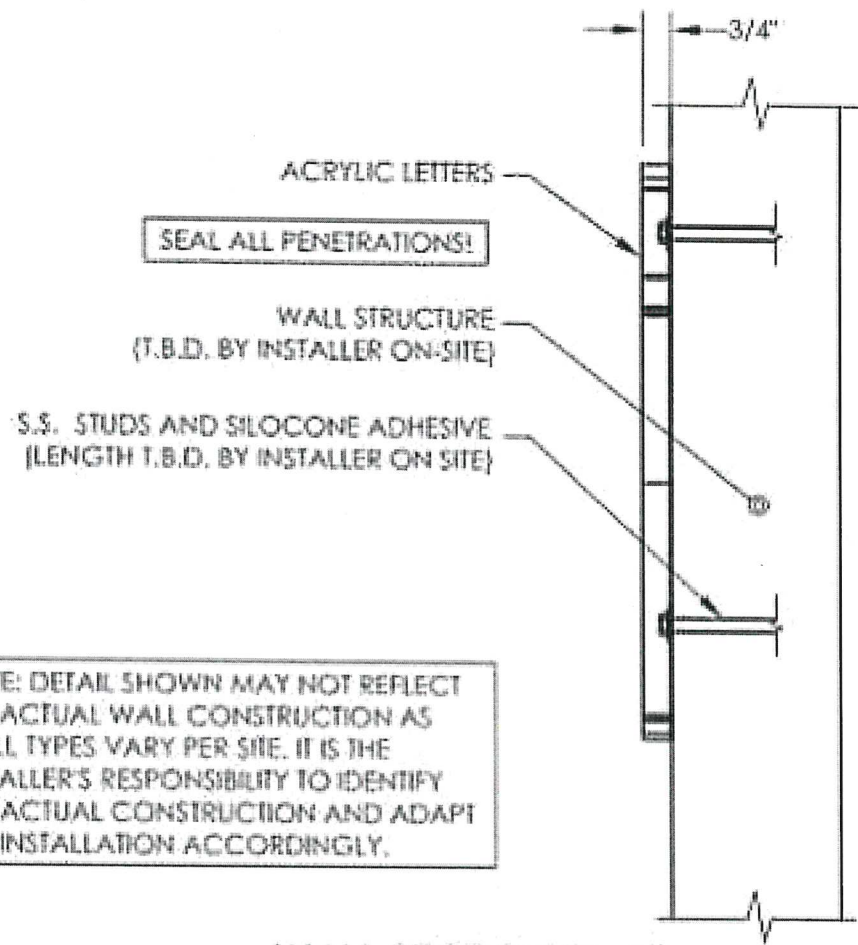
Address \_\_\_\_\_

430 WALNUT ST.

COLUMBIA, PA 17512

Phone Number \_\_\_\_\_

717-278-7979



SEAL ALL PENETRATIONS!

ACRYLIC LETTERS

WALL STRUCTURE  
(T.B.D. BY INSTALLER ON-SITE)

S.S. STUDS AND SILOCONE ADHESIVE  
(LENGTH T.B.D. BY INSTALLER ON SITE)

3/4"

NOTE: DETAIL SHOWN MAY NOT REFLECT THE ACTUAL WALL CONSTRUCTION AS WALL TYPES VARY PER SITE. IT IS THE INSTALLER'S RESPONSIBILITY TO IDENTIFY THE ACTUAL CONSTRUCTION AND ADAPT THE INSTALLATION ACCORDINGLY.

WALL SECTION "A-A"





BEFORE



AFTER

Like a good neighbor,  
State Farm is there.

WS4A-1 - 2.1" COPY

Providing Insurance and  
Financial Services

WS4B-1 - 2.1" COPY

Auto • Home • Life

WS4D-1 - 2.76" COPY

• Health • Business

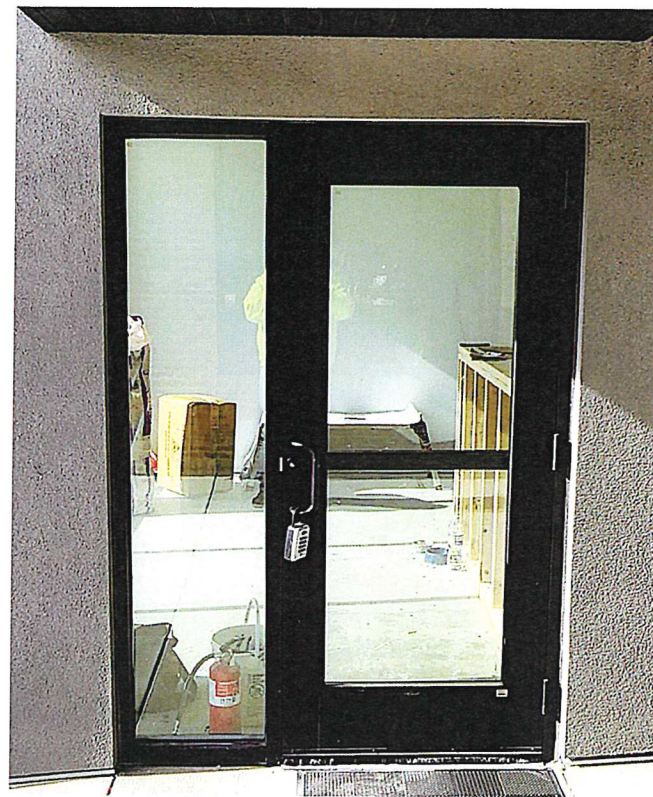
WS4E-1 - 2.76" COPY



**DISCLAIMER:** Renderings are for graphic purposes only and not intended for actual construction dimensions. For windload requirements, actual dimensions and mounting detail, please refer to engineering specifications and install drawings. These drawings and designs are the exclusive property of Everbrite LLC Use of, or duplication in any manner without express written permission of Everbrite LLC is prohibited.

Customer: State Farm		Description: WINDOW VINYLs	Customer Approval: Graphics and colors on file will be used unless otherwise specified by customer. Please review drawing carefully. By signing below, you agree to graphics as shown above, and to location of sign as shown. Please return signed copy back to Everbrite.	
Project No: 482588	Scale:			
Date: 3/15/23	Drawn By: AK	Revised: 03/22/23	CUSTOMER SIGNATURE _____ DATE _____	
Location & Site No: 305 LOCUST ST COLUMBIA, PA		Revised:	LANDLORD SIGNATURE _____ DATE _____	
SF99681				





BEFORE



AFTER



- Install vinyl to the OUTSIDE of the glass on door
- Bottom of agents name approx. 60" from grade with 2.5" blank space below SF Logo & above name.
- If imprint fall on door handle move to avoid this.
- All left justified.
- Agent to confirm imprint.

		<p><b>DISCLAIMER:</b> Renderings are for graphic purposes only and not intended for actual construction dimensions. For windload requirements, actual dimensions and mounting detail, please refer to engineering specifications and install drawings. These drawings and designs are the exclusive property of Everbrite LLC Use of, or duplication in any manner without express written permission of Everbrite LLC is prohibited.</p>	
Customer: State Farm		Description: DOOR VINYL	
Project No: 482588	Scale:	Customer Approval: Graphics and colors on file will be used unless otherwise specified by customer. Please review drawing carefully. By signing below, you agree to graphics as shown above, and to location of sign as shown. Please return signed copy back to Everbrite.	
Date: 3/15/23	Drawn By: AK		
Location & Site No: 305 LOCUST ST COLUMBIA, PA		Revised: 03/22/23	CUSTOMER SIGNATURE _____
SF99681		Revised:	DATE _____
			LANDLORD SIGNATURE _____
			DATE _____





BEFORE



AFTER

24 3/8"



--15"H Non-Illuminated Red Acrylic Logo State Farm Flush Mount

-- 12.6 Sq ft



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Customer: State Farm		Description: DOOR VINYL	Customer Approval: Graphics and colors on file will be used unless otherwise specified by customer. Please review drawing carefully. By signing below, you agree to graphics as shown above, and to location of sign as shown. Please return signed copy back to Everbrite.	
Project No: 482590	Scale:			
Date: 3/15/23	Drawn By: AK	Revised:	CUSTOMER SIGNATURE _____	DATE _____
Location & Site No: 305 LOCUST ST COLUMBIA, PA		Revised:	LANDLORD SIGNATURE _____	DATE _____
	SF99681			