

Approved

City of York Board of Architectural Review
Minutes
November 6, 2023

Members present:

Chairperson Beth Johnston
Quinn Witte
Gene Gaulin
Linda Lowman
Diane Hanlon
Amber Palmer

Members absent:

Missy Coleman

Others present:

Planning Director Breakfield
Planner Kim Womble
(See sign – in sheet)

Chairperson Beth Johnston called the meeting to order at 6:25 p.m.

Board of Architectural Review member Amber Palmer had a swearing – in ceremony immediately prior to the meeting.

The first item of business was approval of the draft Minutes from the October 2, 2023 meeting. Upon a Motion by Diane Hanlon, seconded by Gene Gaulin, the Board unanimously approved the draft Minutes as submitted.

The second item of business was consideration of a certificate of appropriateness (COA) application to replace the front door for the home located at 220 East Jefferson Street.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of facts regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application did comply with the HDCDS.

Upon a Motion by Diane Hanlon, seconded by Quinn Witte, the Board unanimously approved the application as submitted.

The third item of business was consideration of a certificate of appropriateness (COA) application for the monument and wall signage for Take 5 Car Wash to be located at 1109 East Liberty Street.

After discussion and upon a Motion by Gene Gaulin, seconded by Quinn Witte, the Board unanimously approved the application as submitted.

For the record it was noted that we received partial information for a project at 12 West Madison Street, but it was noted that the review could not occur because we had not received a COA application.

The fourth item of business was documentation of certificate of appropriateness applications.

The fifth item of business was an update regarding staff-approved certificates of appropriateness. Planner Kim Womble indicated that there were zero (0) staff-approved COA applications to report at this meeting.

There being no further business, the meeting was adjourned at 6:37 pm.

Respectfully submitted,

C. David Breakfield, Jr.
Planning Director

cc: File, Board of Architectural Review 11/6/2023
Dalton Pierce, City Manager