

Borough of Carlisle
Historical and Architectural Review Board

Meeting Minutes – December 1, 2025

Members present: Thomas Easterly, Chair; Ed Hazel, Vice Chair; Alyssa DeBlasio; Joshua Dourte; Doug Heineman; and Martin Siefering

Members not present: Jordon Holley

Staff Members present: Jared Woolston, SCEP Director; and Jim Sutter, Senior Planner

The meeting was called to order at 5:30 p.m.

Approval of Minutes:

Meeting Minutes – November 3, 2025 Regular Meeting

Mr. Heineman moved the November 3, 2025 regular meeting minutes be approved as presented. Mr. Siefering seconded the motion. The motion passed on a unanimous voice vote.

Regular Agenda:

- 1. Consideration of a request for a Certificate of Appropriateness from Cumberland County for the property located at 1 Courthouse Square to replace an existing slate roof in-kind.**

No representative of the Applicant was in attendance, but a sample of the slate tile to be used was previously provided to staff. Mr. Woolston indicated staff finds the proposal acceptable

Mr. Hazel moved that the Board recommend Council approve the request for a Certificate of Appropriateness from Cumberland County for the property located at 1 Courthouse Square to replace an existing slate roof in-kind. Mr. Heineman seconded the motion. The motion passed on a unanimous voice vote.

- 2. Consideration of a request for a Certificate of Appropriateness from Linda Shover for the property located at 47 South East Street to replace a standing seam roof in-kind.**

Jeff Strickland, contractor for the Applicant, appeared before the Board to present the request. He stated his client has expressed a preference

for the color to be slate gray and showed a sample to the HARB members. Mr. Woolston noted the HARB should focus more on the material used but recommended that a light color be used. Ms. DeBlasio agreed, noting that darker colors have an impact on heat.

Mr. Strickland noted the chimney is also in need of repairs and asked if those repairs are also under the jurisdiction of the HARB. Mr. Woolston stated that if it can be seen from the street it should be reviewed by the HARB but stated it is up to their discretion. He noted the current request can be amended to consider these repairs in the interest of not forcing the Applicant to return. A discussion ensued on the structure's existing chimney and roof issues.

Mr. Easterly suggested amending the request to require the applicant to follow best practices for the chimney and roof repair. It was the consensus of the Board that this would be acceptable.

Mr. Siefering moved that the Board recommend Council approve the request for a Certificate of Appropriateness from Linda Shover for the property located at 47 South East Street to replace a standing seam roof in-kind and to complete chimney and roof repairs subject to following the latest best practices outlined by the Secretary of the Interior. Mr. Heineman seconded the motion. The motion passed on a unanimous voice vote.

3. Consideration of a request for a Certificate of Appropriateness from Dickinson College for the property located at 275 West Louther Street to replace an existing natural wood roof with a synthetic wood roof.

No representative of the Applicant was in attendance, but samples of the synthetic wood tile to be used was previously provided to staff. Mr. Woolston noted the location of the replacement is highly visible, but that staff finds the materials acceptable. He noted the samples provided are high quality and have a nice texture. Mr. Siefering expressed that the proposed materials are likely more expensive than natural wood tiles.

Mr. Dourte moved the Board recommend Council approve the request for a request for a Certificate of Appropriateness from Dickinson College for the property located at 275 West Louther Street to replace an existing natural wood roof with a synthetic wood roof. Mr. Siefering seconded the motion. The motion passed on a unanimous voice vote.

December 1, 2025

There being no further business, the Board adjourned at 5:42 p.m.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "Jim Sutter", is written over a light blue rectangular background.

Jim Sutter, Senior Planner