



Time: 7:30 p.m.

Location: Hybrid - Newtown Borough Hall / Zoom

Present: Mr. James McAuliffe, Chair  
Mr. Robert King, Member  
Ms. Marcia Lincoln-Heinz, Member  
Ms. Judith Ritter, Member  
Ms. Karen White, Member  
Ms. Ana Gindhart, COA Administrator (*via Zoom*)  
Ms. Margaret Newman, Preservation Consultant

Absent: Mr. Michael Hutchinson, Vice Chair  
Mr. Kris Bauman, Borough Council Liaison

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### 1. Meeting Commencement

Mr. McAuliffe called the meeting to order. He explained that this Board's recommendations will go to Borough Council for review at their regular meeting at 7:00 pm on Wednesday, April 15, 2026, in Borough Hall at 30 N. Chancellor Street. Applicants were advised not to begin their projects until they have received final approval by Council and obtained the necessary permits. The review process for larger projects may take two (2) to three (3) meetings. It was noted that the HARB reviews applications using *The Secretary of the Interior's Standards for the Treatment of Historic Properties*, and these will be cited in the recommendations.

### 2. Approval of the Minutes

*Ms. White made a motion to approve the minutes of the February 25, 2025 meeting. Ms. Ritter seconded the motion, which was approved by the Board. Mr. King abstained as he was not at the meeting.*

### 3. Applications Considered

The following applications were considered at the meeting:

26-004 159 N. State St.  
26-011 422 Washington Ave.  
26-012 222 S. Chancellor St.

### 4. Application 26-004

#### 159 N. State Street—Additions

**Applicant: Mike Hutchinson**

The applicant seeks a Certificate of Appropriateness for porch repairs at the existing building and the construction of additions behind it. Co-owner David Callan and Architect Jeff Harris attended the meeting.

The Board considered the application in relation to Ordinance No. 594 of the Borough of Newtown Code and *The Secretary of the Interior's Standards for the Treatment of Historic Properties*.

Mr. Harris explained the changes that had been made to the project since the previous application per the request of HARB. The first addition has been set back from the original 1.5 feet making the whole addition 1.5 ft. narrower. Because of this, the peak of the roof of this first section has also been reduced. At the garage, they eliminated one of the dormers and made the remaining two significantly smaller. They also simplified the design of the garage doors. The new windows in the additions are now 1-over-1 and thus

differentiated from the historic. They also made changes to the connector. They reduced the pitch of its lower roof and lowered the upper roof by a foot and made it more transparent with glass.

Mr. McAuliffe thinks these adjustments to the design have helped make the new additions more in character with the historic. Ms. White agreed especially with the changes to the garage dormers and doors. She suggested that the garage doors could be even simpler ensuring the garage reads as an accessory building rather than a dominant design feature. Mr. McAuliffe agreed. Ms. Newman suggested maybe removing the windows in the doors would help. The applicants agreed to this change. The doors will be simple “barn doors,” or will have simple flat panels

Mr. McAuliffe went through the materials proposed for the new additions and confirmed they are all appropriate.

*Citing Standards 9 & 10, Ms. White made a motion to approve the application subject to the garage doors being replaced with simpler “barnlike” doors. Ms. Lincoln-Heinz seconded the motion, which was approved unanimously by the Board.*

**5. Application 26-011**  
**422 Washington Avenue—Fence**  
**Applicant: Dianne Zide**

The applicant seeks a Certificate of Appropriateness for the replacement of an existing fence. Dianne Zide attended the meeting.

The Board considered the application in relation to Ordinance No. 594 of the Borough of Newtown Code and *The Secretary of the Interior’s Standards for the Treatment of Historic Properties*.

Ms. Zide confirmed the fence will be dog-eared pickets, straight across with gothic posts making the new fence slightly more decorative than what is there. Ms. White asked for confirmation that the finish side of the fence is on the outside. Ms. Zide verified this.

There was a discussion about the number of gates and Ms. Zide confirmed that she is removing one gate along the side.

*Citing Standards 9 & 10, Mr. King made a motion to approve the application as presented reiterating that the finish side of the fence must be on the outside. Ms. Lincoln-Heinz seconded the motion, which was approved unanimously by the Board.*

**6. Application 26-012**  
**222 S. Chancellor Street—Construction of a new garage**  
**Applicant: Joel Petty**

The applicant seeks a Certificate of Appropriateness for the construction of a new 1 ½ story frame garage/studio. Joel Petty attended the meeting.

The Board considered the application in relation to Ordinance No. 594 of the Borough of Newtown Code and *The Secretary of the Interior’s Standards for the Treatment of Historic Properties*.

Mr. Petty described the project, confirming that nothing has changed with the design of the new garage since the previous review only that more detail has been provided including the section per HARB request.

Mr. McAuliffe went through the materials proposed for the new building and confirmed they are all appropriate.

*Citing Standards 9 & 10, Ms. White made a motion to approve the application as presented. Ms. Ritter seconded the motion, which was approved unanimously by the Board.*

Mr. Petty asked about building a sauna on the property instead of rebuilding the existing shed. He brought in a kit building that his client had found to get HARB's reaction. It is a faux log building of cedar. HARB thought something like this would be OK if the crisscross exposed ends of the logs were removed.

**7. Other Business**

Ms. White brought to Ms. Gindhart's attention that 33 South State St. had replaced the existing siding with vinyl. Ms. Gindhart will send someone out to review.

**8. Upcoming Meeting**

The next HARB meeting is scheduled for Wednesday, April 22, 2026 in person and via Zoom.

**9. Adjournment**

On a motion by Ms. White and seconded by Mr. King the meeting was adjourned at 7:55 pm.

Respectfully submitted,  
Margaret Newman, Recording Secretary