

HISTORICAL ARCHITECTURAL REVIEW BOARD

Meeting Minutes of Wednesday, April 22, 2026



Time: 7:30 p.m.

Location: Hybrid - Newtown Borough Hall / Zoom

Present: Mr. James McAuliffe, Chair
Mr. Michael Hutchinson, Vice 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. Kris Bauman, Borough Council Liaison

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 Tuesday, May 20, 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

Mr. King made a motion to approve the minutes of the March 25, 2026 meeting. Ms. Lincoln-Heinz seconded the motion, which was approved by the Board. Mr. Hutchinson abstained as he was not at the meeting.

3. Applications Considered

The following applications were considered at the meeting:

- 26-013 130 N. State St.
- 26-014 135 Liberty St.
- 26-015 113 Greene St.
- 26-016 110 Lincoln Ave.

4. Application 26-013

130 N. State Street, residence

Applicant: Rachelle Kosoff and Kevin McClay

The applicant seeks a Certificate of Appropriateness for the replacement of windows and storms. Neither applicant 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*.

Citing Standard 6, Mr. King made a motion to deny the application as the windows appear to be original/historic and they should be repaired. Ms. White seconded the motion, which was approved unanimously by the Board.

5. Application 26-014

135 Liberty Street, residence

Applicant: Nicole Rodowicz

The applicant seeks a Certificate of Appropriateness for the replacement of a fence and gate to match existing. Ms. Rodowicz 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. Rodowicz clarified the specific details of the proposed gate and picket fence replacement.

Citing Standard 6, Ms. White made a motion to approve the application as submitted. Ms. Ritter seconded the motion, which was approved unanimously by the Board.

6. Applications 26-015

113 Greene Street

Applicant: Robin and Hugh Butler

The applicant seeks a Certificate of Appropriateness for the replacement of an existing deck. Ms. Butler 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. Butler confirmed that only the decking will be replaced; the rest of the deck will remain as is. The board agreed this deck has very limited visibility from the right of way, as it is behind the house.

Ms. Butler was told she also needs JHC approval to demolish the existing decking.

Citing Standards 9 and 10, Mr. Hutchinson made a motion to approve the application as presented, noting that the board has approved Trex in the past when it is in the back and not visible. Ms. White seconded the motion, which was approved unanimously by the Board.

7. Application 25-047

110 Lincoln Avenue, Residence

Applicant: Edward Deitzel

The applicant seeks a Certificate of Appropriateness for a sunroom addition at the rear of the house. Benjamin Phillips and Edward Dietzel 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. Phillips presented the sunroom addition at the rear of the house, with the only visible portion being the north facade from Lincoln Street. The meeting clarified that this was a separate application from a previous garage addition, though there was some confusion about the application process and whether changes to the garage should be reviewed. Mr. McAuliffe confirmed this application is for the addition to the house only.

Discussion covered architectural details including a shed roof with a bump out, and the use of fiber cement and trim boards to create a shadow line between the addition and existing structure. As far as the garage addition, more detailed construction drawings were still needed before final approval could be given. Mr. McAuliffe confirmed this by reading the HARB minutes from the February meeting where the garage was reviewed. The Board did not take exception to the proposed rectangular louver on the garage addition gable facing Lincoln Ave.

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

8. Other Business

Ms. Lincoln-Heinz asked Ms. Gindhart about the status of 194 North Chancellor Street where changes were made without permission. She stated the house is now for sale. Ms. Gindhart said she would discuss with Craig (Borough Manager) and Stan Cywinski (Inspector) to determine the status and next steps regarding enforcement including whether further violation notices or legal action is warranted.

9. Upcoming Meeting

The next HARB meeting is scheduled for Wednesday, May 27, 2026 in person and via Zoom.

10. Adjournment

On a motion by Mr. Hutchinson and seconded by Ms. White, the meeting was adjourned at 8:25 pm.

Respectfully submitted,
Margaret Newman, Recording Secretary