

Ray O'Connell, President  
Julio A. Guridy, Vice President  
Joseph Davis  
Jeanette Eichenwald  
Jeff Glazier  
Daryl Hendricks  
Cynthia Y. Mota



Allentown City Council  
435 Hamilton Street  
Allentown, Pa. 18101  
AllentownPa.Gov

Facebook: Allentown City Council

**COUNCIL MEETING**  
**May 20, 2015**  
**COUNCIL CHAMBERS**

**Budget and Finance Committee 5:15 PM**

**B26 Fees for Delinquent Accounts**

Amending Article 394, Fees for Delinquent Accounts, by adding fees associated with the Real Estate Tax Sale Law and certain penalties, interest and fees for the collection of delinquent real estate taxes.

**Monthly Financials**

Audit Update

**Parks and Recreation Committee 5:45 PM**

**Bill 28 Jordan Park Playground**

Amending the 2015 General Fund and Capital Fund Budgets to provide for supplemental appropriation of \$70,000 to provide funds to purchase and install playground equipment and related site amenities at Jordan Park for the June 23, 2015 community build project, the funds are a result of a grant.

Update: Summer Programs and Events

**The Public Hearing on the Sacred Heart Rezoning has been rescheduled for June 17<sup>th</sup> at 6:30 PM**

**Community and Economic Development Committee – 6:45 PM**

**B27 PLA Study**

Amending the 2015 Capital Project Fund Budget to provide for a transfer of Seven Thousand Three Hundred Thirty One and Fifty Two Cents (\$7,331.52) from Capital Project 1635 (Old Allentown Streetscape) to Capital Project 1641 (Arts Districts Enhancements) for a Project Labor Agreement Study, prior to project bidding.

**COUNCIL MEETING – 7:00 PM**

**1. Invocation:** Psy Kolawole Soname, RCCG Living Spring International

**3. Roll Call**

**4. Courtesy of the Floor**

**Courtesy and Privilege of the Floor Rules**

Please observe the Rules of Council when addressing the body. A full copy of Council Rules can be found on the city website or by email if you contact Council office.

There are multiple opportunities to address Council. Individuals can speak during Courtesy of the Floor (addressing items not on the agenda) and during Bills and Resolutions on Final Passage and Introduction. When given the Floor, please go to the podium and state your name and address. All remarks must be directed towards the presiding officer or council as a body; not a particular Council member or elected official, the audience or city staff. Unless otherwise determined, individuals shall have three minutes to address council and individuals representing a bona-fide group shall have five minutes. Privilege of the Floor will not be extended for personal insults or personal attacks on any individual, name calling or other behavior that is inconsistent with the purpose and intent of conducting official business. Please address council as a body. Refrain from using offensive language, cursing and making noises while other people are speaking. Act with decorum. Remove your hat and turn cell phones off.

5. Approval of Minutes: May 6, 2015

**6. Old Business**

**7. Communications**

United Youth Survey – Mr. Frassetto

**8. REPORTS FROM COMMITTEES:**

**Budget and Finance: Chairperson Glazier**

**Public Safety: Chairperson Eichenwald**

**Community and Economic Development: Chairperson Guridy**

**Parks and Recreation: Chairperson Mota**

**Public Works: Chairperson Davis**

**Human Resources, Administration and Appointments: Chairperson Hendricks**

**Rules, Chambers, Intergovernmental Relations and Strategy: Chairperson O’Connell**

**OTHER COMMITTEE REPORTS: These are listed here on your agenda if you want to give a report:**

**City Controller’s Report**

**Managing Director’s Report – Information Systems Management**

**9. APPOINTMENTS:**

<b>Margo Hobbs</b>	<b>Public Arts Committee</b>	<b>01/01/2018</b>
<b>Allan Messinger</b>	<b>EAC</b>	<b>01/01/2017</b>
<b>Ellen Roberts</b>	<b>HARB</b>	<b>03/27/2018</b>

**10. ORDINANCES FOR FINAL PASSAGE (To be Voted On):**

**B26 Northeast Revenue Fee Schedule**

**Budget and Finance**

Approves Penalties, Interests and Fee Schedule for the collection of Delinquent Real Estate Taxes.

**B27 PLA Study**

**CEDC**

Amending the 2015 Capital Project Fund Budget to provide for a transfer of Seven Thousand Three Hundred Thirty One and Fifty Two Cents (\$7,331.52) from Capital Project 1635 (Old Allentown Streetscape) to Capital Project 1641 (Arts Districts Enhancements) for a Project Labor Agreement Study, prior to project bidding.

**B28 Jordan Park Playground Build**

**Parks and Recreation**

Amending the 2015 General Fund and Capital Fund Budgets to provide for supplemental appropriation of \$70,000 to provide funds to purchase and install playground equipment and related site amenities at Jordan Park for the June 23, 2015 community build project. The funds are a result of a grant reimbursement.

**11. RESOLUTIONS FOR FINAL PASSAGE (To be Voted On): None**

**12. ORDINANCES FOR INTRODUCTION (To be referred to Committee with public comment prior to referral)**

**13. RESOLUTIONS FOR INTRODUCTION (Can be voted on or Referred to Committee):**

**R23 Certificates of Appropriateness (to be voted on)**

325 N. 9th Street, 1028 W. Linden Street, 348 N. 9th Street, 38 N. 12th Street, 630 N. 6th Street, 1520 W. Chew Street, 30 N. 11th Street

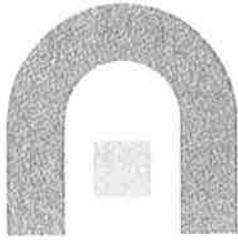
**R24 Seat Wall and Stairs on 7th Street, Four City Center Encroachment (to be voted on)**

Authorizes encroachment of seat wall and stairs on 7<sup>th</sup> Street, Four City Center

**14. NEW BUSINESS**

**15. GOOD AND WELFARE**

**16. ADJOURN**



Allentown  
City without limits.

**Ed Pawlowski, Mayor**  
City of Allentown  
435 Hamilton St, 5th Floor  
Allentown, PA 18101-1699  
Office 610.437.7546  
Fax 610.437.8730  
Ed.Pawlowski@allentownpa.gov

**TO:** Michael Hanlon  
City Clerk

**FROM:** Ed Pawlowski *EP*  
Mayor

**DATE:** April 30, 2015

**SUBJECT:** Authorities, Boards, Commissions Appointments

Mayor Pawlowski has approved the following appointment for City Council's consideration.

<u>Name</u>	<u>Authority/Board/Commission</u>	<u>Term to Expire</u>
Margo Hobbs	Allentown Public Arts Committee	01/01/2018

Ms. Hobbs resume form is attached for your review. Thank you.

EP/kal

Attachments

RECEIVED

APR 13 2015

**REQUEST FOR APPOINTMENT**

**DATE** 6 April 2015 **MAYOR'S OFFICE**

**AUTHORITY, BOARD OR COMMISSION YOU ARE REQUESTING APPOINTMENT TO:** Public Arts Committee

**NAME:** Margo Hobbs

**HOME ADDRESS:** 701 Harrison St., Apt. 329, Allentown, PA 18103

**BUSINESS**

**ADDRESS:** Muhlenberg College, Art Dept., 2400 Chew St., Allentown, PA 18104

**TELEPHONE NO. (RESIDENCE)** 610-504-6936 **BUSINESS** 484-664-3902

**EMAIL:** margo.hobbs@muhlenberg.edu

**PRESENTLY EMPLOYED BY:** Muhlenberg College

**JOB**

**TITLE:** Associate Professor, Art History and Chair, Art Dept.

**EMPLOYMENT (Prior):** University of Vermont

**EDUCATION:**

<b>HIGH SCHOOL GRADUATE:</b>	<u> X </u> <b>YES</b>	<u>      </u> <b>NO</b>
<b>COLLEGE OR UNIVERSITY GRADUATE</b>	<u> X </u> <b>YES</b>	<u>      </u> <b>NO</b>
<b>DEGREE/FIELD OF STUDY</b>	<u>Ph.D., Art History</u>	

**CURRENT MEMBERSHIP IN ORGANIZATIONS AND OFFICES:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**PAST ORGANIZATIONAL MEMBERSHIP AND OFFICES HELD:**

\_\_\_\_\_

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DO YOU LIVE IN THE CITY OF ALLENTOWN:  YES  NO

HAVE YOU EVER BEEN ARRESTED?

No

IF SO, WHY?

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DO YOU HAVE A SIGNIFICANT "BUSINESS" OR "PROPERTY" INTEREST IN ALLENTOWN? PLEASE EXPLAIN:

No

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ARE YOU A REGISTERED VOTER:  YES  NO

WHY ARE YOU INTERESTED IN THIS APPOINTMENT? BE SURE TO INCLUDE WHAT VALUE YOU WILL BRING TO THE BOARD: I am interested in the role that art can play in the current and future plans and visions for a revitalized Allentown. I believe public art can be instrumental in reaching diverse communities and bringing them together. I have written and lectured on public art, and teach contemporary art at Muhlenberg College: my communication skills as an educator and my art historical training will be valuable assets to the committee.

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DO YOU ANTICIPATE A CONFLICT OF INTEREST BY SERVING AS A MEMBER OF AN AUTHORITY, BOARD OR COMMISSION:  YES  NO

IF YES, EXPLAIN: \_\_\_\_\_

IF YOU ARE BEING CONSIDERED FOR REAPPOINTMENT, PLEASE INDICATE HOW MANY TERMS YOU HAVE SERVED \_\_\_\_\_ AND THE YEAR YOU WERE FIRST APPOINTED \_\_\_\_\_.

**NOTE: This information will be used for making appointments to authorities, boards and commission and in the event you are appointed/reappointed, it may be used as a news release to identify you to the community.**



Signature

4.7.18  
Date

**Please forward this request for appointment, along with a resume to:**

**Mayor'S Office  
City Hall  
435 Hamilton Street  
Allentown, PA 18101**

MARGO M. HOBBS  
Associate Professor, Art History  
Art Department, Muhlenberg College  
484.664.3902  
[Margo.Hobbs@muhlenberg.edu](mailto:Margo.Hobbs@muhlenberg.edu)  
@MargoHobbs712

#### EDUCATION

PhD, Art History, 1998. Northwestern University, Evanston, IL.  
MA, Modern Art History, Theory, and Criticism, 1992. School of the Art Institute of Chicago, Chicago, IL.  
BA, Liberal Arts, 1985. St. John's College, Annapolis, MD.

#### CURRENT POSITION

2013- Chair of the Art Department, Muhlenberg College, Allentown, PA.  
2012- Associate Professor, Art History. Art Department, Muhlenberg College, Allentown, PA.  
2008-2012 Assistant Professor, Art History. Art Department, Muhlenberg College, Allentown, PA.

#### PUBLICATIONS: BOOK

*American Graffiti*. London: Parkstone Press, 2009.

#### PUBLICATIONS: BOOK CHAPTER

"*The Blatant Image and the Question of Pleasure.*" *Queer Theory and Visual Culture: Rethinking Identity and the Sexed Body*, Jongwoo Jeremy Kim and Christopher Reed, eds. Anthology under contract with Ashgate Press.

#### PUBLICATIONS: REFEREED AND PEER-REVIEWED JOURNALS

"Clones for a Queer Nation: George Segal's *Gay Liberation* and Temporality." *Art History* 35, no. 4 (2012): 796-815.  
"Linda Stein's Fluidity of Gender (2009-2010)." *Sex Roles: A Journal of Research* 65, no. 7 (2011): 647-50.  
<http://www.springerlink.com/openurl.asp?genre=article&id=doi:10.1007/s11199-011-9973-9>  
"The Times Square Show." *Xcp: Street Notes*. Special issue, "Urban Feel," Blagovesta Momchedjikova, ed. (Spring 2010):  
<http://people.lib.ucdavis.edu/~davidm/xcpUrbanFeel/streetnotes.html>

Guest editor, "Lesbians and Art" special issue. "Editor's Introduction: Lesbian Art and Art by Lesbians" and "DIY Identity Kit: The Great American Lesbian Art Show." *Journal of Lesbian Studies* 14, no. 2-3 (2010): 119-23, 260-82.

"'Lesbians Are Not Women': Feminine and Lesbian Sensibilities in Harmony Hammond's Late-1970s Sculpture." *Journal of Lesbian Studies* 12, no. 4 (2008): 435-54.

"Dear Sisters: The Visible Lesbian in Community Arts Journals." *GLQ: A Journal of Lesbian and Gay Studies* 12, no. 3 (Spring 2006): 405-23.

"Agreeable Objects and Angry Paintings: 'Female Imagery' in Art by Hannah Wilke and Louise Fishman, 1970-1973." *Genders* no. 43 (Spring 2006): genders.org.

"Finding the Phallus in Female Body Imagery." *n.paradoxa* 11 (January 2003): 49-60.

#### PUBLICATIONS: CATALOG ESSAYS

*Beautiful People: Andy Warhol, Muhsana Ali, Josh Lehrer*. Allentown: Martin Art Gallery, Muhlenberg College, 2012.

*Cities of Peace*. Allentown: Martin Art Gallery, Muhlenberg College, 2011.

"Body-swapping, Empowerment, and Empathy: Linda Stein's Recent Sculpture." *Body-swapping Armor: New Works by Linda Stein*. New York: Flomenhaft Gallery, 2009.

"Kathy Marmor, *Kitchen Science*." *Contact Sheet: The Light Work Annual*, no. 127 (2004): 40.

#### PUBLICATIONS: REVIEWS

*Adrian Piper: Race, Gender, and Embodiment* by John Bowles; *Enacting Others: Politics of Identity in Eleanor Antin, Nikki S. Lee, Adrian Piper, and Anna Deveare Smith* by Cherise Smith. *Signs* 38, no. 1 (Autumn 2012): 235-9.

"The Queer Biennial," *Art Pulse* 3, no. 4 (Summer 2012): 56-7.

"!Women Art Revolution." *Films for the Feminist Classroom* 3.2 (Fall 2011): [http://www.signs.rutgers.edu/issue\\_3-2.html](http://www.signs.rutgers.edu/issue_3-2.html)

#### CONFERENCE PAPERS

"Applying Digital Research Tools to Feminist Art," Women's History in the Digital World Conference. Bryn Mawr College. 22-23 March 2013.

"Publishing Feminist Erotica." Popular Culture/American Culture Association Conference. Boston, MA. 11-14 April 2012.

"Representing the Female Body, Resisting the Male Gaze." National Women's Studies Association 32<sup>nd</sup> Annual Conference. Atlanta, GA. 10-13 November 2011.

"*The Blatant Image* and the Feminist Gaze." 2<sup>nd</sup> Annual Feminist Art History Conference. American University, Washington, DC. 4-6 November 2011.

"Making Space for Feminist Erotica." Northeast Modern Language Association Conference. Rutgers University, New Brunswick, NJ. 6-10 April 2011.

- “Lesbian Separatism in *Cowrie* and *Dyke*.” Modernist Studies Association Conference. Victoria, British Columbia. 11-14 November 2010.
- “The Times Square Show.” Mid-Atlantic Popular/American Culture Association Conference, Baltimore, MD. 28 October 2006.
- “Graffiti Art in 1983: From Subway to Post-.” New York City in Motion Conference, New York Institute of Technology, New York, NY. 10 March 2006.
- “Clones for a Queer Nation: George Segal’s *Gay Liberation* on Christopher Street.” College Art Association 94<sup>th</sup> Annual Conference, Boston, MA. 23 February 2006.
- “ ‘Dear Sisters’: The Visible Lesbian in Community Arts Journals,” College Art Association 90<sup>th</sup> Annual Conference, Philadelphia, PA. 22 February 2002.
- “Looking Elsewhere: Lesbian Invisibility and the Problem of the Male Gaze,” Barnard Feminist Art History Conference, New York, NY. 10 November 2001.
- “Feminist/Feminine/Lesbian Sensibilities, 1979-1980: *The Dinner Party* and ‘The Great American Lesbian Art Show’,” Midwest Art History Society Conference, Minneapolis, MN. 7 April 2001.
- “Constructing a Lesbian Diaspora: The Great American Lesbian Art Show,” College Art Association 88<sup>th</sup> Annual Conference, New York, NY. February 2000.
- “Feminist/Feminine/Lesbian Sensibilities, 1979-1980: *The Dinner Party* and ‘The Great American Lesbian Art Show’,” Berkshire Women’s History Conference, Rochester, NY. June 1999.

#### INVITED SCHOLARLY PRESENTATIONS

- “Public Art and the Campus Community: Beverly Pepper’s *Thel* and Its Constituencies at Dartmouth College.” Sculpture and Its Publics lecture series, Fannie and Alan Leslie Center for the Humanities, Dartmouth College, Hanover, NH. 19 November 2003.
- “Finding the Phallus in Female Body Imagery,” Webster University, St. Louis, MO. 3 May 2001.

#### ARTIST PROFILES AND ENCYCLOPEDIA ENTRIES

- Biographical entry: Bertha Honoré Palmer. *Women Building Chicago 1790-1990: A Biographical Dictionary*. Adele Hast and Rima Lunin Schultz, eds. Bloomington: Indiana University Press, 2001.
- Biographical entries: Lynda Benglis, Mary Miss, Yvonne Rainer. *Dictionary of Women Artists*. Delia Gaze, ed. London: Fitzroy Dearborn Publishers, 1997.
- Artist profile: Treasure Smith. *High Performance* 15 (Summer/Fall 1992): 46.

#### COMMUNITY PRESENTATIONS

- “Akan Gold Weights: Cultural Connections.” Antiquarian and Numismatic Society of Philadelphia. 7 February 2014.

- “We’re *All* Graffiti Artists: *Wild Style* and the Emergence of Hip-Hop Culture.” BSA’s Black History Re-mix, Muhlenberg College, Allentown, PA. 10 February 2011.
- “Poetry and Abstract Art after World War II.” Allentown Art Museum, 28 October 2010.
- “The Halo in Art.” Institute for Jewish-Christian Understanding First Friday Lecture. Muhlenberg College, Allentown, PA. 4 December 2009.
- “A Force for Change.” Allentown Art Museum. 7 October 2009.
- “Look Away, Dixie Land: Kara Walker’s Provocations.” Robert Hull Fleming Museum of Art, University of Vermont, Burlington, VT. 4 April 2007.
- “Graffiti Art.” American Art Reading Group, Naples Museum of Art, Naples, FL. February 2006.
- “Public Art: Monuments and Controversies.” Helen Day Art Center, Stowe, VT. July 2005.
- “Pop Art: Warhol in Context.” Brattleboro Museum, Brattleboro, VT. 16 January 2005.
- Panelist, “Burlington Sculpture Worth Saving” Symposium, University of Vermont, Burlington VT. 22 September 2004.
- “One Man’s Kitsch.” Alumni Reunion, University of Vermont, Burlington, VT. 30 May 2003. Also presented to the External Board of Advisors for Arts and Sciences, University of Vermont, Burlington, VT. 25 April 2003.
- “Pop Art: Warhol in Context.” “Andy Warhol Work and Play” lecture series, Robert Hull Fleming Museum, University of Vermont, Burlington, VT. 9 April 2003.
- “Public Sculpture.” Elder Education Enrichment Institute, Burlington, VT. 14 March 2003.
- “Graffiti Art from Street to Gallery.” Elder Education Enrichment Institute, Burlington, VT. 7 February 2003.
- “Process, Practice, Praxis: New Art at Notre Dame.” Wood Street Gallery, Chicago, IL. 4 March 2000.
- “Understanding Modern Art.” Forever Learning Institute, South Bend, IN. 27 October 1999.

#### MUHLENBERG COLLEGE SERVICE

Budget Advisory Committee, Humanities 2014  
 Director, Humanities Seminar, Fall 2013-  
 Dana Scholars Advisory Board, Fall 2013-  
 Center for Ethics Advisory Board, Fall 2010-  
 Academic Judiciary Board, 2010-2013  
 Faculty Development and Scholarship Committee, 2010-2013  
 Film Studies Search Committee, Spring 2009

#### PROFESSIONAL AFFILIATIONS

College Art Association, Radical Art Caucus, Queer Caucus for Art

## GRANTS

Wilson Fund Publication Grant. 2012.

Faculty Center for Teaching Summer Grant. 2012.

Nominated to apply to NEH Summer Stipend, College of Arts and Sciences, University of Vermont. December 2003.

Instructional Incentive Grant, Center for Teaching and Learning, University of Vermont, Summer 2003.

Dean's Faculty Development Fund, College of Arts and Sciences, University of Vermont. March 2005, June 2007.

Dean's Discretionary Fund, College of Arts and Sciences, University of Vermont, May 2002, March 2003, December 2005.

## FULL-TIME TEACHING POSITIONS

2001-2008	Assistant Professor, Art History. Department of Art. University of Vermont, Burlington, VT.
2000-2001	Visiting Assistant Professor, Art Department. Illinois State University, Normal, IL.
1999-2000	Visiting Assistant Professor, Department of Art, Art History, and Design. University of Notre Dame, South Bend, IN.
1998-1999	Visiting Assistant Professor, Department of Art and Art History. Bucknell University, Lewisburg, PA.

## PART-TIME TEACHING EXPERIENCE

Fall 1996, 1997-1998	Part-time faculty, School of the Art Institute of Chicago.
Spring 1995, Spring 1996, Fall 1996	Instructor, University College. Northwestern University.
Summer 1996, 1997	Instructor, Northwestern University Summer School.
1993-1994	Teaching Assistant, Department of Art History, Northwestern University.
1991-1992	Teaching Assistant, Department of Modern Art History, Theory, and Criticism. School of the Art Institute of Chicago.

## GRADUATE FELLOWSHIPS

University Scholarship, Northwestern University, 1993-1994, Winter 1995.

Andrew W. Mellon Preceptor, Northwestern University, 1992-1993

Alumni Merit Scholarship, School of the Art Institute of Chicago, 1990-1992.

RELATED EMPLOYMENT EXPERIENCE

October 1991-August 1992

Publications Department, Art Institute of Chicago.  
Research assistant to Joan Simon, editor, *Bruce Nauman, Exhibition Catalogue and Catalogue Raisonné* (Walker Art Center, 1994).

June-August 1992,  
May-August 1991

Publications Department, Art Institute of Chicago.  
Research assistant, *Chicago's Dream, a World's Treasure* (AIC, 1993); "From the Archives: Photographs of the Art Institute of Chicago, 1893-1933," *Museum Studies* 19, 1.

September-December 1990

Abel Joseph Gallery, Chicago, IL. Gallery assistant.

April 1986-May 1990

Sena Galleries East, Santa Fe, NM. Gallery assistant,  
business manager, registrar.

REFERENCE

MAY 25 2012

REQUEST FOR APPOINTMENT

MAYOR'S OFFICE

DATE May 25 2012

AUTHORITY, BOARD OR COMMISSION YOU ARE REQUESTING APPOINTMENT TO:

Environmental Advisory Board

NAME: Allan H. Singer

HOME ADDRESS: 1522 W. Highland St.

BUSINESS ADDRESS:

TELEPHONE NO. (RESIDENCE) 610-434-6812 BUSINESS

EMAIL:

PRESENTLY EMPLOYED

BY: Retired

JOB TITLE:

EMPLOYMENT

(Prior): Allentown School District

EDUCATION:

HIGH SCHOOL GRADUATE:

COLLEGE OR UNIVERSITY GRADUATE  YES  NO

DEGREE/FIELD OF STUDY  YES  NO

German

CURRENT MEMBERSHIP IN ORGANIZATIONS AND OFFICES:

Allentown Garden Club,

DNC, NEA PSEA Retired,

Center City CHESS CLUB, US CHESS

Federation CHEAR Water Action Comm

NRDC (frequent contributor)

PAST ORGANIZATIONAL MEMBERSHIP AND OFFICES

HELD: AEA PR+R Committee chair

Allentown Educators C.U. Chair Supervisors

DO YOU LIVE IN THE CITY OF ALLENTOWN:  YES  NO

HAVE YOU EVER BEEN ARRESTED?

No

IF SO, WHY?

DO YOU HAVE A SIGNIFICANT "BUSINESS" OR "PROPERTY" INTEREST IN ALLENTOWN? PLEASE EXPLAIN:

Home owner

ARE YOU A REGISTERED VOTER:  YES  NO

WHY ARE YOU INTERESTED IN THIS APPOINTMENT? BE SURE TO INCLUDE WHAT VALUE YOU WILL BRING TO THE BOARD:

I want to make environmental progress in the city. I pushed to move snowing in the parks back from stream banks. I admire the plantings in traffic island i.e. Lehigh and Jefferson Off and Lehigh

DO YOU ANTICIPATE A CONFLICT OF INTEREST BY SERVING AS A MEMBER OF AN AUTHORITY, BOARD OR COMMISSION:  YES  NO

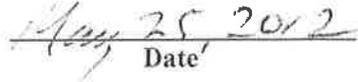
IF YES, EXPLAIN: \_\_\_\_\_

*Little efforts such as these have a dramatic effect on the appearance and on street on the environment in the city at minimal cost.*

**IF YOU ARE BEING CONSIDERED FOR REAPPOINTMENT, PLEASE INDICATE HOW MANY TERMS YOU HAVE SERVED \_\_\_\_\_ AND THE YEAR YOU WERE FIRST APPOINTED \_\_\_\_\_.**

**NOTE: This information will be used for making appointments to authorities, boards and commission and in the event you are appointed/reappointed, it may be used as a news release to identify you to the community.**

  
Signature

  
Date

**Please forward this request for appointment, along with a resume to:**

**Mayor's Office  
City Hall  
435 Hamilton Street  
Allentown, PA 18101**

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## ARTICLE 177 ENVIRONMENTAL ADVISORY COUNCIL

- 177.01 Purpose
- 177.02 Establishment; Composition
- 177.03 Chairman; Compensation
- 177.04 Powers and Duties
- 177.05 Annual Report

Created by Ordinance 14566 on February 8, 2008, 14802 §1 6/25/2010 allowed the Council to elect their chair; 14907 7/22/2011 provided for a report to be submitted to Council no later than the second meeting in March. )

### 177.01 PURPOSE

Allentown City Council and the Administration of the City of Allentown deem it to be in the best interest and the general welfare of the citizens and residents of the City of Allentown to be advised as to environmental issues within the City of Allentown; to encourage sustainable design and the use of renewable energies, the protection and preservation of natural resources within the City of Allentown and maintaining possible uses of open land in the City of Allentown; and creating inventories of natural areas with unique features within the City of Allentown. (14566 2/8/2008)

### 177.02 ESTABLISHMENT; COMPOSITION

The Environmental Advisory Council shall be composed of seven (7) residents of this City, two (2) of whom shall be appointed by Council.

- 1) Five (5) Council members shall be appointed by the Mayor, with the approval of City Council;
- 2) Council members' terms of office shall expire on the first Monday in January following the last year of their term in office;
- 3) Duly appointed Council members shall serve a term of three (3) years, except that initial appointments shall be so staggered that the terms of approximately one-third of the membership shall expire each year;
- 4) A member of the Allentown Planning Commission is to be a liaison to the Environmental Advisory Council. The Planning Commission member, as liaison, is to be in a non-voting capacity with the Environmental Advisory Council, and the liaison to the Environmental Advisory Council is to be selected by the Chairperson of the Allentown Planning Commission. (14566 2/8/2008)

### 177.03 CHAIRMAN; COMPENSATION

The Chairperson of the Council shall be elected by the Environmental Advisory Council at their first meeting held in each calendar year. Environmental Advisory Council members shall receive no compensation for their services.

The Environmental Advisory Council is to be advisory to and shall coordinate its activities with the elected officials, Planning Commission and other such local governmental agencies. (14566 2/8/2008; 14802 §1 6/25/2010)

### 177.04 POWERS AND DUTIES

- 1) Identify environmental problems, research solutions, and make recommendations to Allentown City Council and City of Allentown Departments and Administration;
- 2) Recommend plans and programs to the appropriate agencies for the promotion and conservation of the natural resources and for the protection and improvement of the quality of the environment within the City of Allentown and its surrounding areas;
- 3) Make recommendations as to the possible use of open land areas and/or environmentally sensitive lands within the City of Allentown and its surrounding areas;
- 4) Promote community environmental programs;

5) Keep an index of all open areas, publicly or privately owned, including, but not limited to, flood prone areas, swamps, and other unique natural areas;

6) Advise the appropriate local governmental agencies in the acquisition of property, both real and personal;

7) Review subdivision and land development plans as appropriate;

8) To assist in the creation of and maintain an environmental map of the City Of Allentown and its surrounding areas;

9) Advise Allentown City Council and City of Allentown Departments and Administration upon issues of energy conservation;

10) To undertake such environmental tasks as requested by Allentown City Council and City of Allentown Departments and Administration. (14566 2/8/2008)

#### **177.05 ANNUAL REPORT**

The Environmental Advisory Council shall keep records of its meetings and activities, and shall make an annual report which shall be printed in the annual municipal report (if applicable) or otherwise made known and available. Minutes of each meeting shall be forwarded to Allentown City Council and the City of Allentown Administration. The annual report shall be presented to City Council at a public meeting, no later than the second meeting in March. (14566 2/8/2008; §14907 07/20/11)

The Environmental Advisory Board shall prepare a written report of the year's activities, a (1) one year plan and long term goals and scenarios using a template provided by City Council. The report shall be given to the Mayor and shall be presented to Allentown City Council at a public meeting. (The annual report shall be presented to City Council at a public meeting, no later than the second meeting in March. (14566 2/8/2008; 14907 7/22/2011)

### **ARTICLE 178**

#### **ALLENTOWN NEIGHBORHOOD IMPROVEMENT ZONE DEVELOPMENT AUTHORITY**

##### **178.01 DECLARATION OF POLICY**

It is hereby declared to be the policy of the City of Allentown to promote the health, safety, morals, employment, business opportunities and general welfare of the people of the City of Allentown by providing for the creation of an industrial and commercial development authority for the specific purposes of alleviating unemployment, maintaining employment at a high level, eliminating and preventing blight, promoting public and private infrastructure, promoting and encouraging retail establishments and the use of urban and commercial centers, and the acquisition, construction and improvement of public facilities, as well as creating and developing business opportunities by the construction, improvement, rehabilitation, revitalization and financing of industrial, commercial, manufacturing, and research and development enterprises.

##### **178.02 INTENTION TO ORGANIZE**

The Council of the City of Allentown does hereby signify its intention and desire to organize and form an industrial and commercial development authority under and by virtue of the Economic Development Financing Law of 1967, P.L. 251, as amended (the "Financing Law").

##### **178.03 TITLE**

The name of the authority shall be the Allentown Neighborhood Improvement Zone Development Authority (the "Authority").

##### **178.04 POWERS**

The Authority shall have all the powers and authority granted to an industrial and commercial development authority pursuant to the Financing Law, which shall include but shall not be limited to acquiring, holding, constructing, improving, maintaining, owning, financing and leasing, either in the capacity of lessor or lessee, industrial, specialized or commercial

development projects and serving as successor contracting authority to the Allentown Commercial and Industrial Development Authority (ACIDA) for purposes of administering, providing financing for and undertaking all other activities related to the Allentown Neighborhood Improvement Zone (NIZ) established pursuant to the law governing Neighborhood Improvement Zones, Article XVI-B of the Pennsylvania Fiscal Code, 72 P.S. Section 1, *et seq.* In its role as successor to ACIDA for purposes of administering the NIZ, the Authority's powers shall be limited to development activities within the NIZ. The Authority may, among other things, assume or issue debt to refinance debt issued by ACIDA for NIZ-related projects and acquire NIZ-related assets held by ACIDA.

**Article 179**  
**Additional Authorization for**  
**Employment in the Department of Police**

**Section 179.01 – Authorization to fill without competition.**

Entry level positions in the competitive class in the Department of Police can be filled without regard to the Civil Service examination and grading requirements contained in the Third Class City Code and Civil Service Rules for police when in the determination of the Mayor conditions affecting public safety exist which require the Appointment of certified police officers without competition. (15190 § 3/04/15)

The Civil Service Board shall then certify individuals to fill such positions without competition regardless of whether or not a current competitive eligibility list for police officers is in existence. The qualifications for such positions shall be established by the Civil Service Board. Such positions shall be included in the competitive class upon hiring notwithstanding that the position is filled without competition. (15190 § 3/04/15)

This provision shall be in addition to the current rules and regulations for the hiring of entry level police officers.

**Section 179.02 – Qualifications**

The Board shall establish the qualifications for police officer positions to be filled without competition that shall include at a minimum:

The applicant must hold current certification as a police officer by the Commonwealth of Pennsylvania under the Municipal Police Officer Education and Training Program pursuant to 53 P.S. § 740, as amended, or must be certified by another state whose certification is recognized by the Commonwealth of Pennsylvania or have successfully completed Act 120 qualification training and be able to obtain Pennsylvania municipal police officer certification. (15190 § 3/04/15)

**Section 179.03– Recruitment.**

At the request of the Chief of Police, the Civil Service Board shall conduct a recruitment to fill a requested number of police officer positions without competition. Upon the close of an appropriate period of recruitment, those applicants who meet the minimum qualifications for the position will be certified to the Chief of Police in ranked in alphabetical order. (15190 § 3/04/15)

**Section 179.04 – Selection.**

Upon receipt of a certified list, the Chief of Police may fill any number of vacancies in the certified positions by selection from among the certified applicants on the list. The Chief of Police should rely upon the background investigation of the applicant including prior employment, relevant education, prior experience and character, with consideration given to the specific requirements of the Department of Police. The Chief of Police may also rely on the other relevant information or examination data which the Civil Service Board may supply. However, all applicants are subject to Automatic Disqualification as set forth in Rule I Section 5 of the Civil Service Rules.

**Section 179.05 – Probation.**



REQUEST FOR APPOINTMENT

DATE \_\_\_\_\_

AUTHORITY, BOARD OR COMMISSION YOU ARE REQUESTING APPOINTMENT  
TO: HISTORICAL ARCHITECTURAL REVIEW BOARD

NAME: ELLEN ROBERTS

HOME  
ADDRESS: 29 N. FULTON STREET, A'TOWN 18102

BUSINESS  
ADDRESS: N/A

TELEPHONE NO. (RESIDENCE) 610-657-9295 BUSINESS N/A

EMAIL: ellenroberts@rcn.com

PRESENTLY EMPLOYED  
BY: RETIRED

JOB  
TITLE: \_\_\_\_\_

EMPLOYMENT  
(Prior): FRIENDS OF THE ALLENTOWN PARKS

EDUCATION:  
HIGH SCHOOL GRADUATE:  YES  NO  
COLLEGE OR UNIVERSITY GRADUATE  YES  NO  
DEGREE/FIELD OF STUDY HISTORY / FRENCH

CURRENT MEMBERSHIP IN ORGANIZATIONS AND  
OFFICES: \_\_\_\_\_

WEST PARK CIVIC ASSOCIATION  
GRACE EPISCOPAL CHURCH (CLERK OF VESTRY)  
ALLIANCE FRANÇAISE

PAST ORGANIZATIONAL MEMBERSHIP AND OFFICES HELD: \_\_\_\_\_

HABITAT FOR HUMANITY OF L.V.  
BOARD MEMBER / PR CHAIR  
CO-FOUNDER / PRESIDENT LIBRARY AREA  
NEIGHBORHOOD ASSOC. (LANA)

DO YOU LIVE IN THE CITY OF ALLENTOWN:  YES  NO

HAVE YOU EVER BEEN ARRESTED?

NO

IF SO, WHY?

DO YOU HAVE A SIGNIFICANT "BUSINESS" OR "PROPERTY" INTEREST IN ALLENTOWN? PLEASE EXPLAIN:

I LIVE NEAR WEST PARK & AM ACTIVELY INVOLVED IN WPCA. MY PROPERTY IS OWNER-OCCUPIED 2-UNIT RESIDENCE (BUSINESS PROPERTY).

ARE YOU A REGISTERED VOTER:  YES  NO

WHY ARE YOU INTERESTED IN THIS APPOINTMENT? BE SURE TO INCLUDE WHAT VALUE YOU WILL BRING TO THE BOARD:

I HAVE A LIFE-LONG INTEREST IN HISTORICAL PROPERTIES AND PRESERVING THEIR UNIQUE CHARACTER. I HAVE LIVED IN SEVERAL OLD HOMES (ONE A 1752 FARMHOUSE)

DO YOU ANTICIPATE A CONFLICT OF INTEREST BY SERVING AS A MEMBER OF AN AUTHORITY, BOARD OR COMMISSION:  YES  NO (over)

IF YES, EXPLAIN:

IF YOU ARE BEING CONSIDERED FOR REAPPOINTMENT, PLEASE INDICATE  
HOW MANY TERMS YOU HAVE SERVED \_\_\_\_\_ AND THE YEAR YOU  
WERE FIRST APPOINTED N/A.

NOTE: This information will be used for making appointments to authorities, boards and  
commissions and in the event you are appointed/reappointed, it may be used as a  
news release to identify you to the community.

Ellen S. Roberts  
Signature

4/24/15  
Date

Please forward this request for appointment, along with a resume to:

City Council's Office  
City Hall  
435 Hamilton Street  
Allentown, PA 18101

**ELLEN ROBERTS**

29 North Fulton Street  
Allentown, PA 18102  
ellenroberts@rcn.com  
610-657-9295

**Communications Professional**

Excellent written and oral communication skills, strong organizational and project-management ability, effective interpersonal skills and personal commitment to promoting organizational goals.

- 2010 – 2014**    **FRIENDS OF THE ALLENTOWN PARKS**  
**Program Administrator**  
Coordinated membership, volunteer and memorial programs; assisted executive director with fund-raising and public relations activities; created publications, marketing materials and web copy; recorded board minutes; recruited and supervised interns and volunteers.
- 2006 – 2010**    **MARKETING PARTNERS**  
**Copywriter/Editor**  
Wrote and edited marketing materials including newsletters, brochures, direct-mail pieces, web copy, ads and news releases; collaborated on award-winning promotional projects that increased clients' profitability, name recognition and membership goals.
- 2004 – 2006**    **BAUM SCHOOL OF ART**  
**Communications Coordinator**  
Assisted development director in fund-raising activities including preparation of grant proposals, coordination of special events and donor recruitment; assisted educational director with creation of marketing materials, news releases, correspondence and advertising campaigns.
- 1998 – 2001**    **BATES ASSOCIATES (ATLANTA)**  
**Public Relations Account Manager**  
Managed clients' public relations activities by producing newsletters, marketing materials, brochures, advertisements, reader surveys and news releases; coordinated special events; oversaw media placement and tracked resulting coverage.
- 1991 – 1998**    **WORDWRIGHT**  
**Freelance Writer**  
Researched, wrote and edited newsletters, brochures, magazine articles, ad copy and marketing materials for local corporate, educational and not-for-profit clients.
- 1987 – 1991**    **LEHIGH COUNTY**  
**Public Information Director**  
Directed public information function for county government, including media relations, newsletters and promotional materials; managed speakers' bureau and informational campaigns.
- 1984 – 1987**    **QUAKERTOWN FREE PRESS**  
**News Reporter and Feature Writer**  
Reported on municipal, political and community news for daily regional newspaper; developed human interest stories; wrote columns; served as community news editor.

**ELLEN ROBERTS**

**EDUCATION**

**WILSON COLLEGE**, Chambersburg, PA  
**Bachelor of Arts** – History/French

**CEDAR CREST COLLEGE**, Allentown, PA  
**Certification** – Advanced French-English Translation

**COMMUNITY**

**West Park Civic Association** – special events and garden maintenance volunteer

**SERVICE**

**Grace Episcopal Church** – vestry member and clerk, pastoral care and garden volunteer

**Habitat for Humanity** – former board member/public relations chair

**Alliance Française** – participant in French cultural and linguistic organization

ORDINANCE NO.

FILE OF CITY COUNCIL

May 6, 2015

BILL NO. 26 – 2015

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An Ordinance

Amending Article 394, Fees for Delinquent Accounts, by adding fees associated with the Real Estate Tax Sale Law and certain penalties, interest and fees for the collection of delinquent real estate taxes as a result of the contract with Northeast Revenue.

WHEREAS, it is necessary and prudent for the City of Allentown to recover promptly its levied and unpaid delinquent real estate taxes, and if necessary, to accomplish such recovery through legal proceedings; and

WHEREAS, the Municipal Claims and Tax Liens Act, 53 P.S. §7101, et seq. (the "MCTLA"), authorizes the addition of interest, costs, charges, expenses and fees, including residents reasonable attorney fees, to the total payable with respect to unpaid taxes; and

WHEREAS, the City of Allentown has determined that it is in the best interest of all taxpayers and residents to enforce the payment of delinquent real estate taxes; and

WHEREAS, the City of Allentown has determined that the addition of interest, costs, charges, expenses and fees to the total payable with respect to unpaid taxes is reasonable and just;

NOW THEREFORE, BE IT ORDAINED BY THE City Council of the City of Allentown that the following is adopted:

Section One: That Article 394.02, Schedule of Fees be amended to include the following:

**394.02 SCHEDULE OF FEES**

A. **Administrative Charge.** Any administrative fee incurred for mailing the notice of delinquency, not to exceed Fifty (\$50) Dollars, being a cost of collection under the Municipal Claims and Tax Liens Act, shall be assessed. (14279 §1 4/22/05)

B. **Interest.** Interest will be assessed upon all delinquent real estate taxes and/or municipal claims at a rate of ten (10%) percent per annum. (14279 §1 4/22/05)

**C. Assessment of Legal Fees for Portnoff, 2012 and prior**

1. In accordance with Section One of the Municipal Claims and Tax Liens Act, the municipality hereby approves that the collection of delinquent real estate taxes and municipal claims shall be compensated for attorneys' fees in accordance with the fee schedule set forth below. (14279 §1 4/22/05)

2. The City hereby approves the following schedule of attorney fees for services in connection with the

collection of accounts, which is hereby determined to be fair and reasonable compensation for the services set forth below, all in accordance with the principles set forth in Section 3(a.1) of the Municipal Claims Law as added by Act No. 1 of 1996 (the "Act"):

<b>Legal Services</b>	<b>Fee for Services</b>
Initial review and sending first demand letter	\$160
File lien and mailing second demand letter	175
Prepare Writ of Scire Facias	175
Obtain Re-issued Writ	30
Prepare and mail letter under Pennsylvania R.C.P. §237.1	30
Prepare Motion for Alternate Service	175
Prepare Motion for Summary Judgment and Related Judgment	175
Prepare Writ of Execution	800
Attendance at Sale; Review Schedule of Distribution and Resolve Distribution Issues	400
Continue Sheriff Sale	50
Petition to Assess Damages	50
Petition for Free and Clear Sale	400
Prepare Bankruptcy Proof of Claim	100
Handling Fee for Returned Check	30
Handling Fee to Issue Refund Check	20
Bookkeeping Fee for Payment Plan of more than three (3) payments (14279 §1 4/22/05)	50

Services not covered above: An hourly rate ranging from \$60 to \$225 per hour

3. There shall be added, to the above amounts, the reasonable out-of-pocket expenses of counsel in connection with each of these services, as itemized in the applicable counsel bills, which shall be deemed to be part of the fees.

4. The amount of fees determined, as set forth above, shall be added to the City's claim in each account. (13777 §1 9/3/99)

**D. Assessment of Legal Fees for Northeast Revenue Services, current**

<b>Legal Services</b>	<b>Fee for Services</b>
Open File and Issue Legal Demand Letter	\$140.00
File Lien and Send Second Demand Letter	\$160.00
Prepare and File Writ of Scire Facias	\$160.00
Obtain Re-Issued Writ	\$25.00
Prepare and Mail Correspondence per Pa. R.C.P. §237.1	\$25.00
Prepare Motion for Alternate Services	\$160.00
Prepare and File Default Judgment	\$160.00

Prepare and File Writ of Execution	\$700.00
Attendance at Sale; Review Schedule of Distribution and Resolve Distribution Issues	\$350.00
Continue Sheriff Sale	\$20.00
Petition to Assess Damages	\$45.00
Petition for Free and Clear Sale	\$350.00
Bankruptcy Proof of Claim	\$90.00
Handling Fee for Returned Check	\$25.00
Handling Fee to Issue Refund Check	\$20.00
Services not covered above:	At an hourly rate
	between \$60 -
	\$200 per hour

**There will be added to the above amounts the reasonable out-of-pocket charges, costs, expenses, and fees such as, but not limited to, postage, title searches, prothonotary fees and sheriff fees.**

In addition to the authorization for the collection of taxes and institution of tax sales authorized by the Real Estate Tax Sales Law ("RETSL"), 72 P.S. §5860.201 et seq., the Lehigh County Tax Claim Bureau is appointed as alternative collector and is authorized and directed to file liens for existing delinquent real estate taxes with the Prothonotary of Lehigh County in accordance with the provision of the Municipal Claims and Tax Liens Act, 53 P.S. §7101, et seq.

In accordance with the MCTLA and RETSL, interest shall be charged on taxes so returned from and after but not before the first day of the month following the return. Interest shall be charged at a rate of nine per centum (9%) per annum;

Pursuant to Section 7106 of the MCTLA, it is hereby established that the reasonable charges, expenses and fees incurred in the collection of any delinquent account under the MCTLA are hereby fixed at five percent (5%) of the total amount of the delinquent taxes (including interest and penalties), and that additional reasonable attorney's fees incurred in the collection of any delinquent taxes shall be fixed at one percent (1%) of the total amount of the delinquent taxes (including interest and penalties), and that said charges for attorney's fees and for all charges, expenses and fees set forth herein, shall be paid to the County of Lehigh through the Lehigh County Tax Claim Bureau in lieu of payment of commission pursuant to Section 207 of RETSL;

The proper officials of the City of Allentown are hereby authorized and empowered to take such additional action as they may deem necessary or appropriate to implement this Ordinance.

SECTION TWO: If any section, clause, provision or portion of this Ordinance shall be held invalid or unconstitutional by and Court of competent jurisdiction, such decision shall not affect any other section, clause, provision or portion of this Ordinance so long as it remains legally enforceable minus the invalid portion. The City of Allentown reserves the right to amend this Ordinance or any portion thereof from time to time as it shall deem advisable in the best interest of the promotion of the purposes and intent of this Ordinance, and the effective administration thereof.

SECTION THREE: That this Ordinance will take effect ten (10) days after final passage.

SECTION FOUR: That all Ordinances inconsistent with the above provisions are repealed to the extent of their inconsistency.

**What Department or bureau is Bill originating from? Where did the initiative for the bill originate?**

Finance and Law.

**Summary and Facts of the Bill**

It is to authorize a supplemental approach to collecting delinquent real estate taxes and recovering costs for the City, as a direct result of changes at the Lehigh County Tax Claim Bureau. Currently the City and its collector, Northeast Revenue, uses the Municipal Claims and Tax Liens Act of 1923. If this bill is adopted, the City and Northeast Revenue will be able to also use/invoke the Real Estate Tax Sale Law.

**Purpose – Please include the following in your explanation:**

**What does the Bill do – what are the specific goals/tasks the bill seek to accomplish**

**What are the Benefits of doing this/Down-side of doing this**

**How does this Bill related to the City's Vision/Mission/Priorities**

Beginning January 1, 2015, Northeast Revenue became Lehigh County's delinquent real estate tax agent on behalf of the Lehigh County Tax Claim Bureau and began collecting taxes for Lehigh County and its schools districts and municipalities simultaneously under the Real Estate Tax Sale Law (RETL) and the Municipal Claims and Tax Liens Act (MCTLA). The new tax collection system which is called the hybrid model utilizes the benefits of each act by utilizing the acts in conjunction with each other.

Prior to Lehigh County engaging Northeast Revenue, the City has only been using the MCTLA. This new Ordinance will allow Northeast Revenue to choose whether to use MCTLA or RETSLA. They can choose the one that is most efficient to collect the amounts due and owed to the City in the quickest fashion. In effect, it will increase the amounts collected on behalf of the City.

**Financial Impact – Please include the following in your explanation:**

**Cost (Initial and ongoing)**

**Benefits (initial and ongoing)**

It will benefit the City by allowing for increased collections and recovery of costs of collection. It will allow for more efficient collection of delinquent real estate taxes.

According to our Revenue and Audit Manager, the research indicates the proposed legislation would allow the City to be able to have the best of both worlds as it concerns the two tax collection acts. It seems as if the benefit of the RETSL is that the claims are paid or disposed of in a timely manner. The benefit of the MCTLA is that the City would receive 100 percent of the tax and penalty due to us, whereas the City had to sacrifice 5 percent to the tax claim bureau under RETSL. It appears that under the hybrid model, the City would be able to collect 100 percent of the tax due to us, and hopefully get the tax claims paid off by scheduling upset sales in a prompt manner.

**Funding Sources – Please include the following in your explanation:**

**If transferring funds, please make sure bill gives specific accounts; if appropriating funds from a grant list the agency awarding the grant.**

None are necessary

**Priority status/Deadlines, if any**

NA

**Why should Council unanimously support this bill?**

It will provide for better collection of delinquent real estate taxes and better collection revenues.

ORDINANCE NO.

FILE OF CITY COUNCIL

BILL NO. 27 - 2015

May 6, 2015

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AN ORDINANCE

Amending the 2015 Capital Project Fund Budget to provide for a transfer of Seven Thousand Three Hundred Thirty One and Fifty Two Cents (\$7,331.52) from Capital Project 1635 (Old Allentown Streetscape) to Capital Project 1641 (Arts Districts Enhancements) for a Project Labor Agreement Study, prior to project bidding.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ALLENTOWN:

SECTION ONE: That City Council authorizes a transfer within the Capital Project Fund in the amount of Seven Thousand Three Hundred Thirty One and Fifty Two Cents (\$7,331.52).

SECTION TWO: That City Council authorizes a transfer from within the Capital Project Fund in the following manner:

**FROM ACCOUNT**

001-09-1635-0201-46	\$7,331.52
Community Development	
Old Allentown Streetscape	

**TO ACCOUNT**

001-09-1641-0201-46	\$7,331.52
Community Development	
Art District Enhancements	

SECTION THREE: That this Ordinance will take effect ten (10) days after final passage.

SECTION FOUR: That all Ordinances inconsistent with the above provisions are repealed to the extent of their inconsistency.

- What Department or bureau is Bill originating from? Where did the initiative for the bill originate?

*Bill Origination: Bureau of Planning and Zoning, Department of Community and Economic Development*

*Initiative: Arts District Enhancements*

- Summary and Facts of the Bill:

*The proposed Ordinance transfers funds from the capital project Old Allentown Streetscape Enhancements, to another Arts District Enhancements.*

- Purpose

- What does the Bill do – what are the specific goals/tasks the bill seeks to accomplish?
- What are the Benefits of doing this/Down-side of doing this.
- How does this Bill related to the City's Vision/Mission/Priorities

*The Arts District Enhancements will enhance the 6<sup>th</sup> Street Streetscape between Hamilton and Linden Streets. A preliminary activity prior to bidding the project's construction, is ascertaining whether a Project Labor Agreement (PLA) will be required. The transferred funds will be used to purchase professional services establishing whether the PLA will be required.*

*The completion of the Arts district improvements will further downtown development, leverage other district and downtown activities, and is included within the recently completed Downtown Allentown Plan.*

- Financial Impact

- Cost (Initial and ongoing):
- Benefits (initial and ongoing):

*Cost: The PLA study cost is \$7500*

*Benefits: Ascertaining the need for the PLA is a step needed prior to bidding.*

- Funding Sources

*Capital funds will be transferred between established capital projects.*

- Priority status/Deadlines, if any:

*As soon as possible.*

- Why should Council unanimously support this bill?

*It's a step needed prior to implementing the Arts District Enhancements, which furthers downtown development, leverages other district and downtown activities and is included within the recently completed Downtown Allentown, and Comprehensive Plans.*

ORDINANCE NO.

FILE OF CITY COUNCIL

BILL NO. 28 – 2015

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MAY 6, 2015

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AN ORDINANCE

Amending the 2015 General Fund and Capital Fund Budgets to provide for supplemental appropriation of \$70,000 to provide funds to purchase and install playground equipment and related site amenities at Jordan Park for the June 23, 2015 community build project. The funds are a result of a grant reimbursement.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ALLENTOWN:

SECTION ONE: The City Council authorizes an increase to the unappropriated balance of the 2015 General Fund in the amount of \$9,385.00 and the 2015 Capital Fund in the amount of \$60,615.00 reflecting receipt of monies from a grant reimbursement.

SECTION TWO: That City Council authorizes a supplemental appropriation from the unappropriated balances of the General Fund and the Capital Fund to the parks and Recreation Department as follows:

000-08-0905-0002-46 (Other Contract Services)	\$ 9,385.00
001-08-2204-1510-68 (Operating Materials and Supplies)	60,615.00

SECTION THREE: That this Ordinance will take effect ten (10) days after final passage.

SECTION FOUR: That all ordinances inconsistent with the above provisions be repealed to the extent of their inconsistency.

- **What Department or bureau is Bill originating from? Where did the initiative for the bill originate?**

Parks & Recreation

- **Summary and Facts of the Bill**

The bill reflects the receipt of a \$70,000 grant from DCNR...

- **Purpose – Please include the following in your explanation:**
  - **What does the Bill do – what are the specific goals/tasks the bill seek to accomplish**
  - **What are the Benefits of doing this/Down-side of doing this**
  - **How does this Bill related to the City’s Vision/Mission/Priorities**

This bill will provide funds to purchase and install playground equipment and related site amenities at Jordan Park related to the June 23, 2015 community build project.

- **Financial Impact – Please include the following in your explanation:**
  - **Cost (Initial and ongoing)**
  - **Benefits (initial and ongoing)**

These funds will offset the cost of playground equipment and construction materials and supplies related to the project.

- **Funding Sources – Please include the following in your explanation:**
  - **If transferring funds, please make sure bill gives specific accounts; if appropriating funds from a grant list the agency awarding the grant.**

This bill is appropriating \$70,000 in funds from a DCNR Community Conservation Partnerships Program grant and allocating \$9,385.00 to 000-08-0905-002-46 and \$60,615 to 001-08-2204-1510-68.

- **Priority status/Deadlines, if any**

As soon as the bill is passed funds will be used to complete the Jordan Park playground project.

- **Why should Council unanimously support this bill?**

The Jordan Park Playground Community Build is an integral component of the upcoming Pennsylvania Municipal League Annual Conference. A community playground build day has been scheduled that will involve hundreds of conference attendees and members of the community who will be at Jordan Park June 23<sup>rd</sup> building the playground and completing a variety of other projects in the park.



CITY OF ALLENTOWN

23

RESOLUTION

R – 2015

*Introduced by the Administration on May 20, 2015*

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Certificates of Appropriateness for work in the Historic Districts

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**Resolved by the Council of the City of Allentown, That**

**WHEREAS**, Certificates of Appropriateness are required under the provisions of the Act of the General Assembly of the Commonwealth of Pennsylvania No. 167, June 13, 1961 (P.L. 282) and City of Allentown Ordinance No. 12314; and

**WHEREAS**, the following owners and/or applicants propose exterior alterations of the listed properties as indicated on the attached Case Reports:

325 N. 9<sup>th</sup> Street  
Derrick Davis

1028 W. Linden Street  
Alessandro Ferriolo/Giuseppa Ferriolo

348 N. 9<sup>th</sup> Street  
Timothy & Amy Driscoll

38 N. 12<sup>th</sup> Street  
Judith Small & Sydney Small

630 N. 6<sup>th</sup> Street  
Allentown School District/City of  
Allentown, Christy Alvord

1520 W. Chew Street  
Vincent & Margaret Pastore

30 N. 11<sup>th</sup> Street  
Yonelle Baptiste/Christian Morales

**WHEREAS**, on May 4, 2015, the Allentown Historical Architectural Review Board recommended approval of the above applications or offered modifications, which were subsequently accepted by the property owners, to City Council; and

**WHEREAS**, after reviewing the above-mentioned HARB Case Reports, it is the opinion of City Council that the proposed work is appropriate.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the City of Allentown that Certificates of Appropriateness are hereby granted for the above referenced work.

**CITY OF ALLENTOWN**  
**Historical Architectural Review Board**  
**FINAL REVIEW SHEET**  
**May 4, 2015**

**Case # HDC-2015-00011** - Proposal to do facade restoration

**Property located at:** 325 N. 9<sup>th</sup> Street  
**Old Business Agenda #1**  
**Historic District:** Old Allentown  
**Case #HDC-2015-00011**  
**Meeting date:** May 4, 2015

**Property Owner:** Derrick Davis  
**Address:** 325 N 9<sup>th</sup> St, Allentown PA 18102-3256  
**Applicant:** same  
**Applicant's Address:** same

**Building description, period, style, defining features:** This structure is a 3 bay, 3 story end of row house with a Mansard roof with front wall dormer, projecting cornice, East Lake lintels over 1 over 1 double hung windows with Victorian upper sash. The house dates from c. 1885 and is East Lake in style. The 1<sup>st</sup> floor rear has a frame porch with decorative wood corner brackets at the porch posts and wood posts. There is a wood fence from the back porch to the three car garage.



**Proposed alterations:** It is proposed to do facade restoration.

1. Repoint front and side brick to match original construction method with proper mortar.
2. Replace existing flat roof with TPO roofing.
3. Replace existing roofing flashing with raw galvanized material (unfinished)
4. Replace existing asphalt shingles with new slate roofing material
5. Strip and seal front door leaving a natural finish
6. Replace damaged wood trim and cornice in kind and repaint all wood trim with approved painting scheme.
7. Install shutters sealed with a natural finish
8. Glaze in side porch to create a side entrance/mudroom and dining area.

**Background:** Per HARB Case HDC-2013-43, heard on August 5, 2013

Approved Alterations:

1. The small area of inappropriate stucco will be removed and the historic brick restored.
2. The Historic Consultant and Mr. Hartney will work with the applicant to restore and repoint the brick following Preservation Brief #2.
3. The fence that has been installed on the 1<sup>st</sup> floor porch to protect the property from vandals may remain until 323 N 9<sup>th</sup> St becomes occupied. The fence must then be removed. The fence on the historic porch is being allowed because of the mitigating circumstances of the adjacent vacant building.

Per HARB Case 2011-21, heard on May 2, 2011;

Approved Alterations:

1. Install panel shutters on 1<sup>st</sup> floor and louvered shutter on the 2<sup>nd</sup> floor windows.

2. Install an appropriate light fixture.

Per HARB Case 2004-19, heard on April 1, 2004;

Approved Alterations:

1. Replacement of side porch balustrade and gate (similar to 143 N 10<sup>th</sup> St) – prior violation.
2. Replacement of concrete stoop with red brick and blue stone.
3. Installation of 9 pairs of shutters and hardware, louvered on 2<sup>nd</sup> floor, paneled on 1<sup>st</sup> floor, on front & side.
4. Installation of black metal light fixture with white round globe at front.
4. Installation of bronze oval OAPA date plaque.

Per HARB Case 2004-07, heard on March 1, 2004;

Approved Alterations:

1. Replacement of two sets of garage doors with one larger paneled steel overhead door of the same height, including the removal of the brick pier between the door openings.

Per HARB Case 2004-04, heard on Feb. 2, 2004;

Approved Alterations:

1. Replacement of three wooden garage doors with raised panel steel doors to match other garage doors used in the block.

Per HARB Case 2003-02, heard on April 7, 2003 – violation case;

Approved Alterations:

1. Installation of a new wooden railing using 2x2 balusters with a thicker decorative top rail and a bottom rail, in pine, painted to match the 2<sup>nd</sup> story railing.
2. Case is a result of violation, given 60 days to correct the violation.
3. Non-compliance violation letter sent by certified mail on Nov. 6, 2003, no note of compliance in file.

**Violations:** n/a

**Guideline Citation: SIS 9.** New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment. **SIS 6.** Deteriorated features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. **Allentown**

**Guidelines for Historic Districts:** Chapter 5. Guidelines for Existing Buildings and Structures, 1. Repairs, Replacement and Alternate Materials; 2. Historic Masonry 3. Roofing 4. Walls, Siding and Trim 5. Windows 6. Doors 9. Color

**Evaluation, effect on historic district, recommendations:** The majority of the work proposed is historically appropriate with some exceptions/issues to be discussed:

1. Repointing of the front and side- The two facades have different brick and mortar appearance. The side is common brick with wider mortar joints and the front is a re-pressed brick with a thin "butter" joint. Care must be taken with the front repointing to not damage the existing brick – no grinders should be permitted for cleaning out the existing mortar joints. The side repointing may not be necessary, but if it is the proposed approach is appropriate.
2. The new roof flashing should not be left "raw". Copper or Lead coated copper might be a better choice for the ridge caps or the galvanized caps should be painted. Typically Tinner's red or green would have been used for the painted caps.
3. The proposed new shutters are to have a natural finish- These should be painted. Historically shutters were painted. Varnished or clear finishes are not durable in exposed conditions – the finishes will fail much earlier than paint finishes.
4. It is proposed to enclose the side porch and create a rear entry, but no drawings have been provided as to how this would be designed. The existing wood trim details and posts must remain. It is recommended to install wood panels at the bottom of the new enclosure (to railing height) and divided lights above and behind the posts and decorative wood work. Drawings will need to be submitted to fully understand the proposed design for the enclosure.

**Discussion:** The HARB was in support proposed work. Some questions were raised in regard to staining the wood shutters and it was pointed out that should be painted. However it was agreed that it was appropriate to stain the entry door since it was in a protected location and many historical doors were stained with a clear finished. Also, clarifications on the raw flashing were discussed. Mr. Davis description of the material did not convince the Board that it would develop an appropriate patina. Mr. Davis was asked to provide specifications for the flashing to help with the decision. Most of the discussion addressed the back porch. Mr. Davis proposed to enclose it. The Board received a drawing at the meeting. The HARB thought the enclosure would be appropriate if the new glass and wood wall were positioned to the inside of the existing porch woodwork and railing so they were visible to the exterior.

**Motion:** The HARB upon motion by Mr. Berner and seconded by Mr. Huber adopted the proposal that City Council issue a Certificate of Appropriateness for the proposed work described herein:

1. The proposal to do facade restoration at 325 N. 9<sup>th</sup> Street was presented by Derrick Davis.
2. The front and side brick will be repointed to match original construction method with proper mortar.
3. The existing flat roof will be replaced with a light grey EPDM roofing.
4. The existing asphalt shingles will be replaced with new slate roofing material
5. The front door will be stripped and sealed leaving a natural finish
6. The damaged wood trim and cornice will be replaced in kind and all wood trim will be repainted.
7. Shutters will be installed but they must be painted.
8. The side porch may be enclosed to create a side entrance/mudroom and dining area as per sketch provided at the meeting except that the glass panels must be installed to the inside of the decorative porch woodwork and railing. A painted panel will be installed at bottom of new enclosure system behind the railing.
9. The existing roof flashing may be replaced with new galvanized metal. Specifications for the material must be submitted to the Historic Officer.
10. The proposal to recommend a COA was unanimously approved. (6-0; motion carried; *Berner, Brobst, Fillman, Huber, Jackson, Sell*)

**CITY OF ALLENTOWN  
Historical Architectural Review Board  
FINAL REVIEW SHEET  
May 4, 2015**

**Case # HDC-2015-00012** - Proposal to restore front steps with bricks and bluestone and add iron railing.

**Property located at:** 1028 W Linden Street  
**Agenda #1**  
**Historic District:** Old Allentown  
**Case #HDC-2015-00012**  
**Meeting date:** May 4, 2015

**Property Owner:** Alessandro Ferriolo  
**Address:** 25-19 43<sup>RD</sup> St Apt. 2R, Astoria NY  
11103-2511  
**Applicant:** Giuseppa Ferriolo  
**Applicant's Address:** same

**Building description, period, style, defining features:** This structure is a 3-story brick row home with a mansard roof and large, 2-story oriel window with a tower roof with metal ridge cresting and finial, and slate shingles. The entry has a pair of wood doors, each with a ½-light over horizontal panels; there is a transom above the doors, and an "Allentown" porch roof with a cyma-curve profile above the entry. The building was constructed between 1891-1897 (Sanborn maps) and has Queen Anne and Eastlake features. There is a dilapidated set of wood stairs with wood railing leading to the entry.



**Proposed alterations:** It is proposed to restore front steps with bricks and bluestone and add iron railing.

**Background:** HARB case #83-81

Applicant proposes to replace deteriorated insulbrick on rear and west side of property with double 4" smooth aluminum siding. Applicant is handicapped and desires a maintenance-free solution to his problem.

HARB case #2012-1

Approved Alterations: 1) Victorian light dormer window and window with stained glass will be retained and repaired as proposed. 2) The other windows may be replaced with beige vinyl windows that fit the existing opening exactly and match the style of the existing. 3) The cedar and slate shingles on the bay window and bay window tower roof will be replaced in-kind matching the existing as closely as possible.

**Violations:** n/a

**Guideline Citation:** **SIS 9.** New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment. **SIS 6.** Deteriorated features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials.

**Allentown Guidelines for Historic Districts:** Chapter 5. Guidelines for Existing Buildings and Structures, 1. Repairs, Replacement and Alternate Materials; 7. Porches and Stoops

**Evaluation, effect on historic district, recommendations:** The existing wood steps and railing are not historically appropriate. The proposed "restoration" of the steps leading to the entry is historically appropriate, however the dimensions are not up to code (risers are indicated to be 9.25"). The drawing shows 1 less riser and tread than currently existing. Having 5 risers instead of 4 should resolve the height issue. Pending proper design, the use of brick and bluestone is appropriate as is the metal handrail if the details are traditional. Those details include a shaped handrail with "lamb's tongue" termination, square balusters and posts. The neighboring handrail is appropriate and is a good model to follow. A sample of the brick should be requested to be sure the brick is appropriate for the house.

**Discussion:** The Board approved the proposed work but made the applicant aware that the proposed number of risers did not comply with building code. One additional riser would be necessary. The Board reminded the applicant that a building permit would be necessary, and drawings with the proper number of risers must be submitted with the application.

**Motion:** The HARB upon motion by Mr. Berner and seconded by Mr. Huber adopted the proposal that City Council issue a Certificate of Appropriateness for the proposed work described herein:

1. The proposal to restore front steps with bricks and bluestone and add iron railing at 1028 W Linden Street was presented by Giuseppe Ferriolo.
2. The new front step may be constructed of brick and bluestone as proposed and the brick of risers will be visible.
3. The iron railing will have square posts and traditionally shaped handrail.
4. The proposal to recommend a COA was unanimously approved. (6-0; motion carried; *Berner, Brobst, Fillman, Huber, Jackson, Sell*)

**CITY OF ALLENTOWN  
Historical Architectural Review Board  
FINAL REVIEW SHEET  
May 4, 2015**

**Case # HDC-2015-00013-** Proposal to replace two vinyl windows with aluminum clad wood windows casement type. Propose vinyl casement type windows with integral transom above - as one single replacement unit. Masonry wall to be totally reconstructed with similar brick, mortar, mortar lines and window openings due to vehicle impact accident.

**Property located at:** 348 N 9<sup>th</sup> Street

**Agenda #2**

**Historic District:** Old Allentown

**Case #HDC-2015-00013**

**Meeting date:** May 4, 2015

**Property Owner:** Timothy & Amy Driscoll

**Address:** 5115 Meadowview Dr, Macungie PA 18062

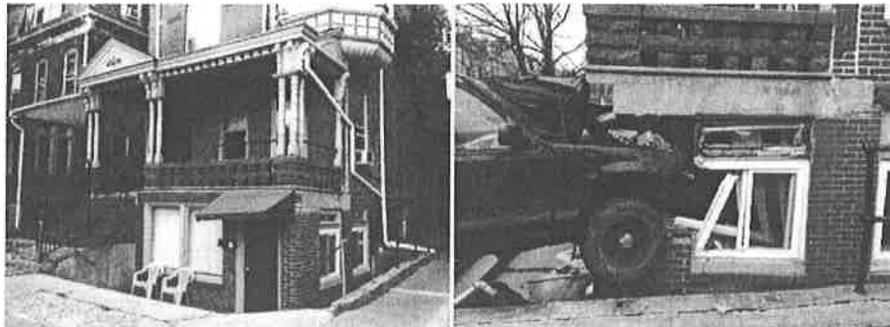
**Applicant:** same

**Applicant's Address:** same

**Building description, period, style, defining features:** This 3-story brick single home is a Queen Anne porch house with Eastlake influences, ca. 1895. It is very ornate and displays a variety of features. The mansard roof is slate and to the left of the roof is a dormer with a pedimented roof, bracketed eaves, a finial atop the peak, and an arched window. There is an octagonal turret on the right corner of the house and full front porch with unique double and triple posts. The front porch is concrete with coursed ashlar stone railings.

The basement level was converted to commercial use. There is an outside entrance to the basement at the northeast, with picture windows on the east. There are casement windows at the north, along the Linden St. façade; these windows have transoms above that may have been original to the former basement design.

A truck crashed into the corner of the porch and destroyed the brick corner and door and damaged the north and east windows.



**Proposed alterations:** There is an open COA dating from a 2012 violation that required the replacement of the vinyl sliding windows installed without approval with aluminum clad wood casement windows. The applicant currently is requesting approval for aluminum clad casement windows with integral transom to be installed on the east and north facades. The masonry wall is to be totally reconstructed with brick similar to the existing with the same window and door openings. The mortar and mortar joints are proposed to match the existing.

**Background:** HARB Case # 2011-39 Heard on June 27, 2011

Approved Alterations: 1. Removal of all railing systems on main steps and on steps to first floor apartment. 2. Installation of square stock wrought iron railing on both sides of the main entrance steps. 3. Installation of a wrought iron square stock railing system on the north elevation that will start at the existing railing system and proceed to the front of the steps to the lower apartment and then transition down the steps. 4. Allow the existing vertical metal pipe railing on the porch to remain.

HARB Case #1984-62 – Heard on September 19, 1984 Vote: 6-0-1

Certificate of Appropriateness was issued to replace front porch columns to match original; install 4" smooth vinyl siding to replace old corroded aluminum siding on rear; and install three replacement operable windows for currently inoperable windows on former 1<sup>st</sup> floor storefront.

HARB Case #1987-28 -- TABLED 6/29/87

Proposed: Applicant wishes to install air conditioner in basement front window of property to control humidity problem. May require alteration of window or glass. Further details to be provided at meeting.

**Violations:** 6/6/13 - Removed side basement apartment windows and replaced with slider windows also replaced rear 2<sup>nd</sup> floor porch railing. (AKA – 408 N 8<sup>th</sup> St & 409 N Refewal St)

7/29/12 - Removed 3<sup>rd</sup> floor arched window. (AKA – 408 N 8<sup>th</sup> St & 409 N Refewal St)

**Guideline Citation: SIS 9.** New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment. **SIS 6.** Deteriorated features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. **Allentown**

**Guidelines for Historic Districts:** Chapter 5. Guidelines for Existing Buildings and Structures, 1. Repairs, Replacement and Alternate Materials; 2. Historic Masonry 4. Walls, Siding and Trim 5. Windows

**Evaluation, effect on historic district, recommendations:** The proposed changes to the open COA are not historically appropriate. The window openings that are under review are visually prominent and located on primary streets (9<sup>th</sup> and Gordon). The historic design guidelines do not allow vinyl windows on primary facades. The windows should be replaced with either aluminum clad wood casements with transom (integral would be acceptable) or aluminum clad wood double hung windows filling the entire opening to the top and without transoms. On the front (9<sup>th</sup> St) the proportions of 3 double-hung windows with 4" +/- mullions between would be preferable to two given the vertical proportions of the windows in the main levels of the house. On the Gordon St. façade two double hung windows with 4" mullion between are recommended. The color of the aluminum cladding should blend with the house colors and not be white. A sample of the color and manufacturer spec should be submitted for review by the consultant or staff. (Possible cost effective manufacturers include Jeld-Wen, Harvey Industries, and Trimline). If possible, brick should be salvaged from the accident and used in the repair of the masonry wall, and all new brick should match as close as possible.

**Discussion:** The applicant clarified that his intention was to install aluminum clad wood casement windows and not vinyl. The HARB recommended aligning the top sashes of the new windows on the side façade so that the two windows were the same size. The area above the taller window will be infilled with wood. There was a brief discussion of the new metal railings needed. It was recommended that the railing on the upper section of the stair be used as a model for the new railings needed.

**Motion:** The HARB upon motion by Mr. Huber and seconded by Mr. Berner adopted the proposal that City Council issue a Certificate of Appropriateness for the proposed work described herein:

1. The proposal to replace two windows and reconstruct the masonry wall at 348 N 9<sup>th</sup> Street was represented by Tim Driscoll.
2. Aluminum clad casement windows with integral transom will be installed on the east and north facades. This is consistent with the open COA dating from a 2012 violation that required the replacement of the vinyl sliding windows installed without approval with aluminum clad wood casement windows.
3. The masonry wall will be totally reconstructed with brick matching the existing as closely as possible and with the same window and door openings. The mortar and mortar joints will match the existing.
4. The old railings will be replaced with new wrought/cast iron that matches the existing.
5. All the existing railings will be painted.
6. The upper section of the railings will be used for as a model for the replacements.
7. The proposal to recommend a COA was unanimously approved. (6-0; motion carried; *Berner, Brobst, Fillman, Huber, Jackson, Sell*)

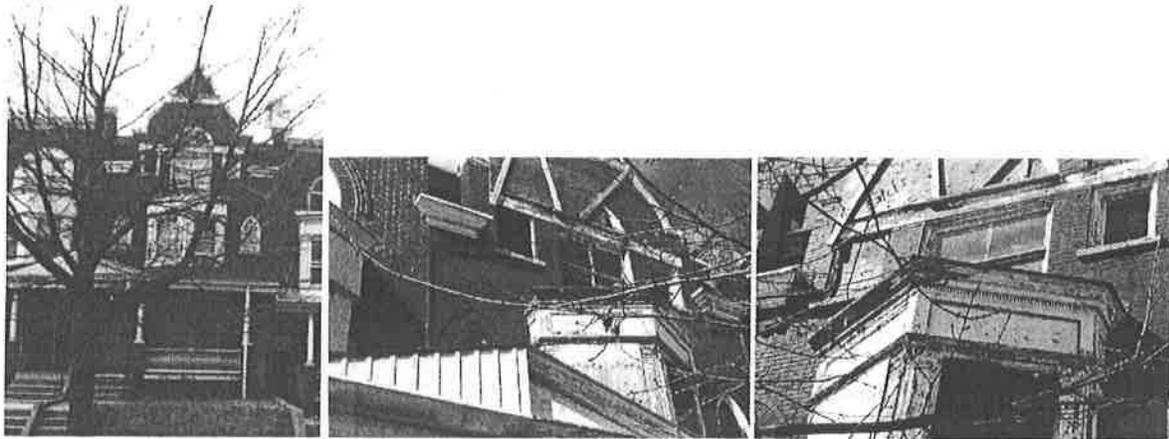
**CITY OF ALLENTOWN  
Historical Architectural Review Board  
FINAL REVIEW SHEET  
May 4, 2015**

**Case # HDC-2015-00014** - Proposal to replace windows.

**Property located at:** 38 N. 12<sup>th</sup> Street  
**Agenda #4**  
**Historic District:** Old Allentown  
**Case #HDC-2015-00014**  
**Meeting date:** May 4, 2015

**Property Owner:** Judith Small & Sydney Small  
**Address:** 132 Susquehanna Trl, Allentown,  
PA 18104-8584  
**Applicant:** same  
**Applicant's Address:** same

**Building description, period, style, defining features:** This 3-story brick row house, ca 1895, is a Queen Anne Porch house with a mansard roof, large Flemish dormer with round arched window, second floor angular oriel window, pointed arched windows, full front porch with shared gable, and rear ell. The house is in deteriorated condition and the Flemish dormer appears to be structurally unstable.



**Proposed alterations:** It is proposed to replace windows. Front window replacement to be determined. Back and side windows replaced with vinyl. It is also proposed to repaint brick in front, replace back door with 1/2 glass, 2 panel and repair/replace boards on porch.

**Staff Approvals:** 4/2/15 – Re-roofing: Flat roof only, cannot be seen from street

**Background:** HARB Case No. 2011-51 heard on November 7, 2011 -- No motion taken. Case was withdrawn. Applicant will reapply when renovation specifications are known.

HARB Case No. 1979-46, heard on August 6, 1979 a Certificate of Appropriateness was denied to install aluminum capping on the wood trim of the façade.

**Violations:** 7/11/11 - Portions of the front façade have been boarded up due to structural deficiencies in the front wall that is causing it to collapse.

**Guideline Citation:** **SIS 9.** New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment. **SIS 6.** Deteriorated features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. **Allentown**

**Guidelines for Historic Districts:** Chapter 5. Guidelines for Existing Buildings and Structures, 1. Repairs, Replacement and Alternate Materials; 2. Historic Masonry 3. Roofing 4. Walls, Siding and Trim 5. Windows 6. Doors 9. Color

**Evaluation, effect on historic district, recommendations:** The front windows must be either restored or replaced with wood, or aluminum clad wood windows to meet Allentown's historic district design guidelines. Most of the windows would be appropriate with 1/1 double-hung sashes, however,

if the pointed arched arch sashes and round arch sashes at the upper level still remain it is recommended to try to salvage them. It appears they may still be extant. Historic wood can be remarkably rot resistant and salvaging them will likely be the least costly option.

Vinyl window replacements at the rear of the house would meet the historic design guidelines if they fit the existing openings exactly without blocking.

Replacement of wood porch elements that have rotted should be done so in-kind, and repair of any of the front façade's wood work should be done carefully and potentially by a professional.

If the existing brick is painted already, it could be painted again, however, the brick joints appear to need repointing and should be repointed before the brick is repainted. It might also be an option to not repaint and to leave the existing red paint to gradually flake off. A gently pressure washing could encourage the natural paint removal process (max pressure 400 psi). Consultation with Preservation Brief #2 is recommended.

The new door at the rear is acceptable as described but an actual specification should be clarified/provided (1/2 light over 2 panel door).

**Discussion:** The Board was very sympathetic with the applicant. This project represents a significant undertaking for the applicant. The Board clarified that sizes of window openings cannot be changed and windows cannot be replaced with vinyl. Either they are repaired or replaced in kind. The current windows are wood. An acceptable replacement would be aluminum clad windows in the same size and shape as the existing. Also, the Board stressed the importance of properly repairing all wood paneling and trim on the facade. There is rot at several locations. Wood, where damaged, can be repaired or replaced in kind with similar wood paneling or wood trim.

**Motion:** The HARB upon motion by Mr. Sell and seconded by Mr. Brobst adopted the proposal that City Council issue a Certificate of Appropriateness for the proposed work described herein:

1. The proposal to replace windows at 38 N. 12<sup>th</sup> Street was represented Judith & Sydney Small
2. The front windows will be repaired in kind or replaced with aluminum clad windows.
3. The rear and side windows may be replaced with vinyl of the same type and configuration if they fit the size of the existing openings.
4. The brick in front will be repaired and the house at 38 N 12<sup>th</sup> St will be used as a reference for the repair work. It is also recommended that Preservation Brief #2 on brick repair and restoration, available online from the National Park Service, be consulted.
5. The back door will be replaced with 1/2 glass, 2 panel door.
6. The porch deck and other wood elements, if rotted, will be replaced in-kind.
7. At the rear smooth vinyl siding or Hardie Plank fiber cement siding will be used. No vertical aluminum siding may be used to cover the wood.
8. The proposal to recommend a COA was unanimously approved. (6-0; motion carried; *Berner, Brobst, Fillman, Huber, Jackson, Sell*)

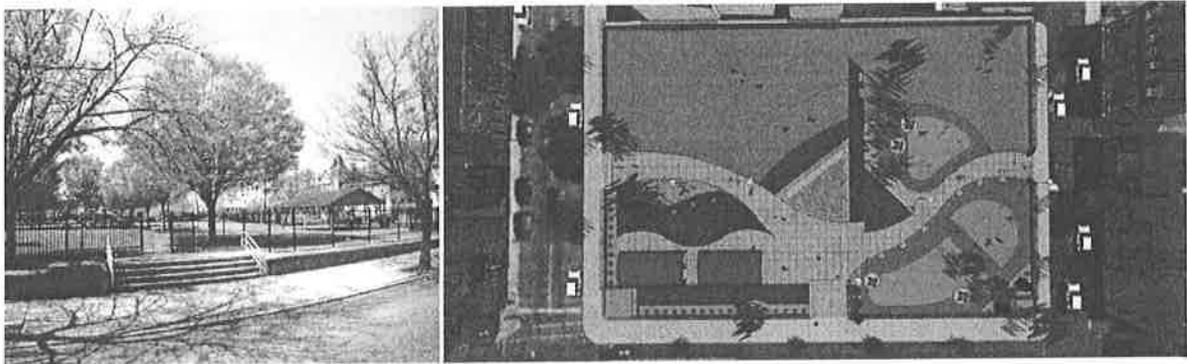
**CITY OF ALLENTOWN**  
**Historical Architectural Review Board**  
**FINAL REVIEW SHEET**  
**May 4, 2015**

**Case # HDC-2015-00016** - Proposal to redevelop Stevens Park and construct two new pavilions.

**Property located at:** 630 N. 6<sup>th</sup> Street  
**Agenda #5**  
**Historic District:** Fairgrounds  
**Case #HDC-2015-00016**  
**Meeting date:** May 4, 2015

**Property Owner:** Allentown School District  
**Address:** 30 S. Penn St, Allentown, PA 18102  
**Applicant:** City of Allentown, Christy Alvord  
**Applicant's Address:** 435 Hamilton St.,  
Allentown, PA 18101

**Building description, period, style, defining features:** The property is a corner city park that includes grassy areas, jungle gym, and a paved/gravel area with pavilion and basketball hoop. According to Sanborn map of 1897, this site was the former location of the 10<sup>th</sup> Ward Public School. There is an existing simple gable roofed pavilion dating possibly from 1970-1980.



**Proposed alterations:** Redevelopment of Stevens Park and the construction of two new pavilions. The new pavilions have segmentally arched roofs and wood or steel posts and beams and curved rafters. The roofing appears to be standing seam metal. The roofs are red and the posts and structure blue.

**Guideline Citation: SIS 9.** New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment. **Allentown Guidelines for Historic Districts:** Chapter 5. Guidelines for Existing Buildings and Structures, 1. Repairs, Replacement and Alternate Materials

**Evaluation, effect on historic district, recommendations:** In discussion with Alan Salinger, it was decided that the only item the HARB could review in this proposed redevelopment was the new pavilions. The new pavilions are historically compatible with the park and the surrounding neighborhoods. The existing fence is a black metal fence with spear topped balusters. It doesn't appear that the fence will be changed.

**Discussion:** The applicant indicated that if funds are not sufficient only one pavilion would be constructed. In that case, the pavilion will be located at about the center of the two currently proposed. Also, Milagros Canales, part of the audience, brought to the HARB's attention that the park lighting has not been submitted for review and that there are concerns that the proposed lighting is too contemporary in design. The HARB suggested the applicant send the specifications of the lighting to the consultant for review. The HARB thought that the lighting would need to be approved.

**Motion:** The HARB upon motion by Mr. Brobst and seconded by Mr. Berner adopted the proposal that City Council issue a Certificate of Appropriateness for the proposed work described herein:

1. The proposal to redevelopment of Stevens Park and construct two new pavilions at 630 N. 6<sup>th</sup> Street was represented Christy Alvord.
2. The new pavilions have segmentally arched roofs and wood or steel posts and beams and curved rafters. The roofing appears to be standing seam metal. The roofs are red and the posts and structure blue.
3. The proposal to recommend a COA was unanimously approved. (6-0; motion carried; *Berner, Brobst, Fillman, Huber, Jackson, Sell*)

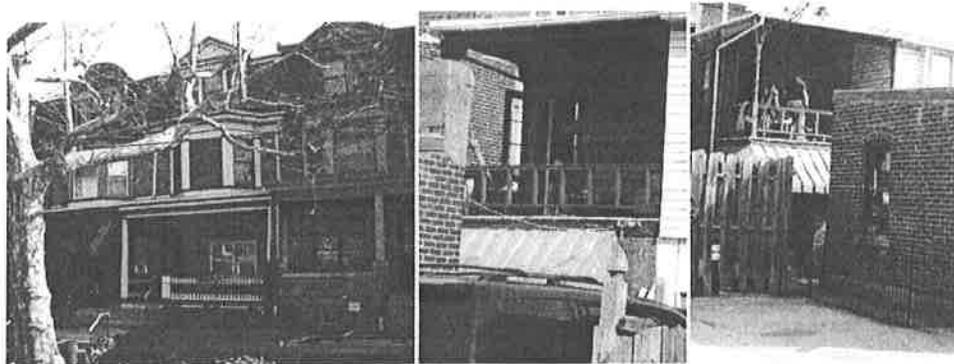
**CITY OF ALLENTOWN**  
**Historical Architectural Review Board**  
**FINAL REVIEW SHEET**  
**May 4, 2015**

**Case # HDC-2015-00017** - Proposal to add a rear addition to enlarge the kitchen

**Property located at:** 1520 W. Chew Street  
**Agenda #6**  
**Historic District:** West Park  
**Case #HDC-2015-00017**  
**Meeting date:** May 4, 2015

**Property Owner:** Vincent & Margaret A. Pastore  
**Address:** 1520 Chew Street, Allentown, PA 18104  
**Applicant:** Stellar Construction / Geno  
**Applicant's Address:** PO Box 52, Schnecksville, PA 18078

**Building description, period, style, defining features:** This 3-story brick row house, ca 1910 is a Queen Anne porch house with mansard roof with pedimented dormer with triple double-hung windows, a second floor oriel windows and full front porch with wood turned balustrade. The house has a rear ell with first and second floor porches.



**Proposed alterations:** It is proposed to add a rear addition to enlarge the kitchen. The existing rear porch is to be enclosed with new wood framing and foundations. A new post will be added to the 2<sup>nd</sup> floor to match the existing. A new 36" high wood railing with square balusters and painted will be added. New horizontal cement board siding with smooth face and 5" +/- exposure will be added and painted. The existing metal awning will be removed. A new replacement window to match the existing opening and a new single French door will be added to the 1<sup>st</sup> floor south elevation. New horizontal cement board siding with smooth face and 5" +/- exposure will be added and painted on the west elevation along with a new double-hung Andersen window when the existing rear porch is enclosed.

**Guideline Citation: SIS 9.** New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment. **SIS 6.** Deteriorated features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. **Allentown Guidelines for Historic Districts:** Chapter 6. Guidelines for Additions in Historic Districts, 1. Relationships to Context of Existing Building 2. Height, Width and Rhythm 3. Accessibility 4. Materials and Features

**Evaluation, effect on historic district, recommendations:** The proposed alterations, all at the rear of property, are historically appropriate. The material of the proposed new rear windows should be determined. Aluminum clad wood is recommended but vinyl could be used as per the design guidelines. Can the existing wood column currently supporting the porch from below, at the corner, be utilized as the new post to be installed at the balcony? The existing metal awning is one of the

most unusual and attractive metal awnings I have seen. Salvaging should be considered. The APL warehouse might be a good repository for it.

**Discussion:** The HARB was generally in support of the proposed work. There was a discussion of the design of the new balustrade on the second floor. It is decided that a new 36" high painted wood railing with square balusters would be historically appropriate. All other aspects of the project were thought to be appropriate as defined in the application.

**Motion:** The HARB upon motion by Ms. Jackson and seconded by Mr. Sell adopted the proposal that City Council issue a Certificate of Appropriateness for the proposed work described herein:

1. The proposal to add a rear addition to enlarge the kitchen at 1520 W. Chew Street was represented by Geno Rimensell of Stellar Construction.
2. The existing rear porch will be enclosed with new wood framing and foundations. A new post will be added to the 2<sup>nd</sup> floor to match the existing.
3. A new 36" high painted wood railing with square balusters and traditional top and bottom rails will be installed on the second floor porch.
4. New painted horizontal cement board siding with smooth face and 5" +/- exposure will be used for the siding on the new enclosure.
5. The existing metal awning will be removed.
6. A new replacement window to match the existing opening, a new single French door, a new double-hung Andersen will be installed on the first floor as proposed.
7. The proposal to recommend a COA was unanimously approved. (6-0; motion carried; *Berner, Brobst, Fillman, Huber, Jackson, Sell*)

**CITY OF ALLENTOWN**  
**Historical Architectural Review Board**  
**FINAL REVIEW SHEET**  
**May 4, 2015**

**Case # HDC-2015-00018** - Proposal to repair porch steps and install railing

**Property located at:** 30 N 11th Street  
**Agenda #7**  
**Historic District:** Old Allentown  
**Case #HDC-2015-00018**  
**Meeting date:** May 4, 2015

**Property Owner:** Yonelle Baptiste  
**Address:** 102 Weekawken Ave, North  
Middletown NJ 07748  
**Applicant:** Christina Morales  
**Applicant's Address:** 47 E. Lexington St.,  
Allentown, PA 18103

**Building description, period, style, defining features:** This structure is a 2-1/2 story brick row home with a gable roof with single dormer, full front porch with turned posts and wood railings, 1 over 1 double hung windows, shaped wood headers, and covered wood cornice. The existing porch has a wood floor and concrete steps with bull nosed treads. The house dates from the late 19<sup>th</sup> century and is East Lake Queen Anne in style.



**Proposed alterations:** It is proposed to repair porch steps and install railing. Repair concrete pad/sidewalk.

**Background:** HARB Case #209-47, heard on June 1, 2009

**Approved Alterations:** To replace the front façade wooden 1/1 sash windows on the 1<sup>st</sup> and 2<sup>nd</sup> floors with vinyl 1/1 sash windows.

**Violations:** May 8, 1995 – Alteration to the porch railing

**Guideline Citation:** **SIS 9.** New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment. **SIS 6.** Deteriorated features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. **Allentown**

**Guidelines for Historic Districts:** Chapter 5. Guidelines for Existing Buildings and Structures, 1. Repairs, Replacement and Alternate Materials; 7. Porches and Stoops

**Evaluation, effect on historic district, recommendations:** The proposed alterations are historically appropriate as long as the concrete pad repair work does not disturb the wood porch details, including the fascia with drilled diamond patterns. The existing concrete steps are historically appropriate and should be retained if possible. If they need to be replaced they should be replaced in kind with the same large bull-nose tread detail.

**Discussion:** The current steps are uneven and are sinking towards the back. The HARB agreed that new steps could be installed but they would need to have a round nose and even risers. A foundation

will be necessary to prevent them from sinking again. To make the risers even, the top concrete step will need to be cut into the existing wood fascia of the porch. The applicant also proposed installing a trough to receive the downspout on the side of the steps to divert the rain water to the street.

**Motion:** The HARB upon motion by Mr. Brobst and seconded by Ms. Jackson adopted the proposal that City Council issue a Certificate of Appropriateness for the proposed work described herein:

1. The proposal to repair porch steps, install railing and repair concrete pad/sidewalk at 30 N 11th Street was represented Yonelle Baptiste.
2. The concrete pad repair work shall not disturb the wood porch details, including the fascia with drilled diamond patterns, however, the fascia may be carefully trimmed at the top of the new steps.
3. The existing concrete steps will be replaced in-kind with the same large bull-nose tread detail and full foundation.
4. A depression to carry roof water from the downspout to the curb may be installed in the new sidewalk as proposed.
5. The proposal to recommend a COA was unanimously approved. (6-0; motion carried; *Berner, Brobst, Fillman, Huber, Jackson, Sell*)



CITY OF ALLENTOWN

No. 24

RESOLUTION

R - 2015

*Introduced by the Administration on May 20, 2015*

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**Authorizes encroachment of seat wall and stairs on 7<sup>th</sup> Street, Four City Center**

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***Resolved by the Council of the City of Allentown, That***

**WHEREAS**, Article 903.02, of the Codified Ordinances of the City of Allentown, relating to Permanent Obstructions, specifies the criterion and the conditions under which permissible encroachments such as steps, porches, planters, fences, building projections, and service structures shall be permitted in the public-right-of-way; and

**WHEREAS**, permissible encroachments may not exceed 1/3 of the sidewalk area measured from the property line and may not reduce the width of the abutting sidewalk to less than five feet; and

**WHEREAS**, permanent obstructions not permitted under the above criterion or approved by the Bureau of Building and Standards, may be permitted upon the expressed approval of Council in the form of a resolution; and

**WHEREAS**, such encroachments shall not impede or endanger the free flow of pedestrian or vehicular traffic; adversely affect the passage of light or air to adjoining properties; adversely affect in any other manner the health, safety or welfare of adjoining property owners or the public in general; or represent a significant variance from the number or size of encroachments existing in the immediate block area; and

**WHEREAS**, the Property Owner Allentown Improvement Neighborhood Zone is granting permission to install seat wall and stairs on 7<sup>th</sup> Street, Four City Center, in the public right-of-way, which was denied by the Administration as it encroached more than one third (1/3) into the right-of-way; and

**WHEREAS**, Allentown City Council finds that the proposed encroachment will not substantially impact the public-right-of-way.

**NOW, THEREFORE, BE IT RESOLVED** that the Council of the City of Allentown approves said encroachment and directs the Mayor to enter into an agreement on behalf of the City allowing the encroachment.

- **What Department or bureau is Bill originating from? Where did the initiative for the bill originate?**

Permanent Encroachment for seat wall and stairs on 7<sup>th</sup> Street - Four City Center

- **Summary and Facts of the Bill**

There is a 15' public right of way at the location, the seat walls and stairs encroach more than 1/3 of that area.

- **Purpose – Please include the following in your explanation:**
  - **What does the Bill do – what are the specific goals/tasks the bill seek to accomplish**
  - **What are the Benefits of doing this/Down-side of doing this**
  - **How does this Bill related to the City's Vision/Mission/Priorities**

The walls are required to maintain grades for ADA accessibility into the retail entrances as well as the stair tower egress point on 7<sup>th</sup> Street.

- **Financial Impact – Please include the following in your explanation:**
  - **Cost (Initial and ongoing)**
  - **Benefits (initial and ongoing)**

no cost to City

- **Funding Sources – Please include the following in your explanation:**
  - **If transferring funds, please make sure bill gives specific accounts; if appropriating funds from a grant list the agency awarding the grant.**

N/A

- **Priority status/Deadlines, if any**

N/A

- **Why should Council unanimously support this bill?**

The wall and stairs will enable safe pedestrian travel to the retail entrances and access onto 7<sup>th</sup> Street along with handicap assessibility.

- **Committee Action**

- **Public Comments**

- **Body/Text of the Bill**

- **Exhibits**



ENCROACHMENT APPLICATION

ORDINANCE #13066

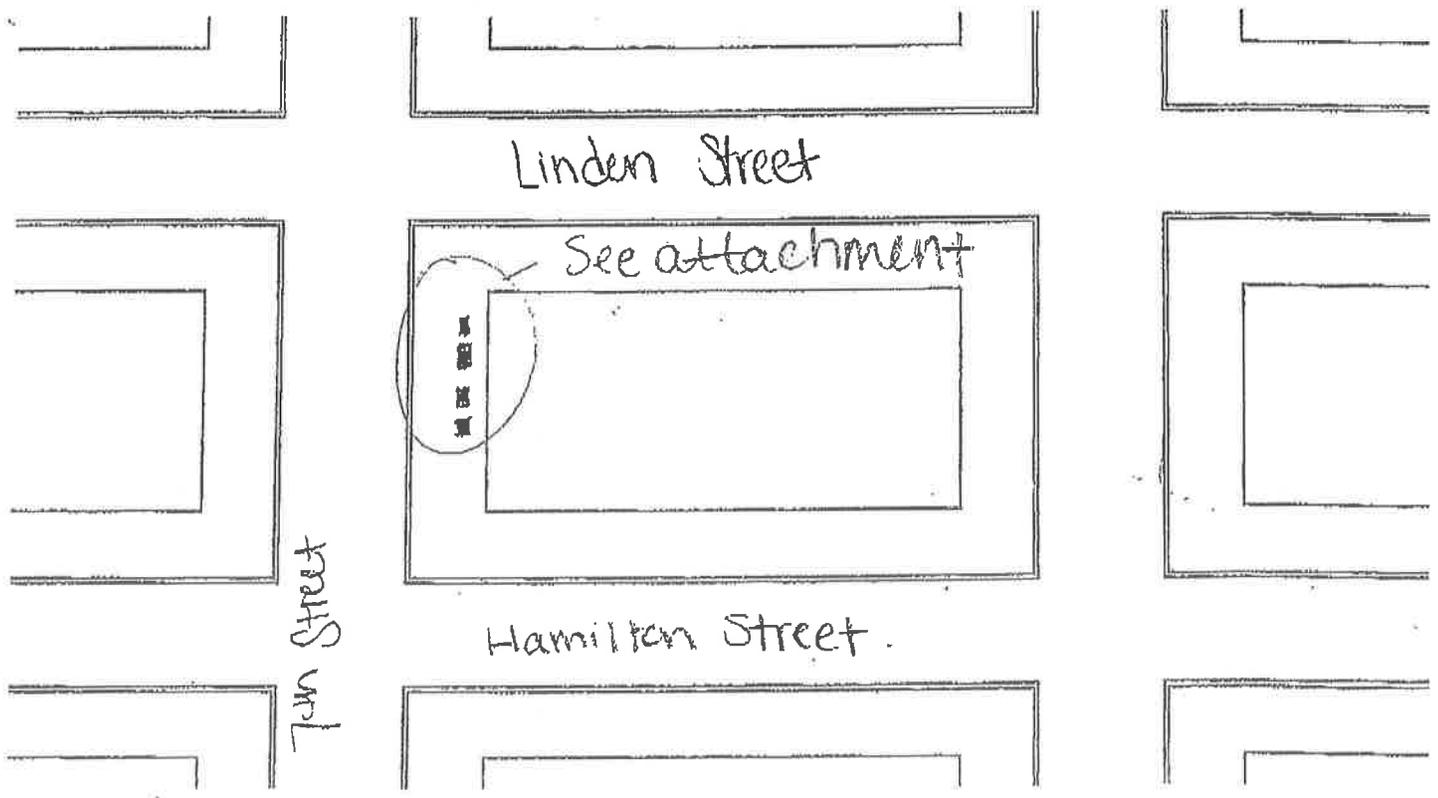
PERMANENT X  
TEMPORARY \_\_\_\_\_  
APPLICATION DATE 4/30/15

PERMIT NO. \_\_\_\_\_  
DATE ISSUED \_\_\_\_\_  
FEE PAID \_\_\_\_\_

INFORMATION BEING FAXED TO THE PARKING AUTHORITY FAX (610) 437-7614  
PLEASE PRINT OR TYPE CLEARLY WITH BLUE OR BLACK INK

ADDRESS OF ENCROACHMENT: 7th Street 21-47N. 7th Street  
TIME PERIOD APPLIED FOR: Permanent  
TYPE OF ENCROACHMENT: Seat walls & stairs  
IF DUMPSTER OR SCAFFOLDING: \_\_\_\_\_  
NAME OF SUPPLIER: \_\_\_\_\_ PHONE: \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
NAME OF PROPERTY OWNER: Four City Center OP, LP PHONE \_\_\_\_\_  
ADDRESS: 645 W Hamilton St, Suite 600, Allentown PA 18101  
NAME OF APPLICANT: North Star Construction Maint PHONE: 610 395 7005  
ADDRESS: 645 W. Hamilton St Suite 208, Allentown PA 18101  
APPLICANT'S SIGNATURE \_\_\_\_\_

ALL APPLICATION TO BE ACCOMPANIED BY A MEASURE SKETCH BELOW



ROUTING SHEET

BUREAU OR DIVISION	DATE REC'D.	DATE REVIEW COMPLETED	DATE APPROVED	*DATE REJECTED
<i>MCB</i> HARB	5/7/15	5/7/15	5/7/15	
<i>EB</i> ENG.	5/1/15	5/1/15	5/1/15 *	
<i>BA</i> INSP.	5-7-15	5-7-15	5-7-15	
<i>T</i> TRAFFIC	5-11-15	5-11-15	5-11-15	
<i>Bm</i> OTHER Zoning	5-7-15	5-7-15	5-7-15	

UPON COMPLETION OF REVIEW BY THOSE BUREAUS/DIVISION/AGENCIES CHECKED ABOVE, RETURN THE APPLICATION TO THE DIRECTOR OF CODE ENFORCEMENT (BUILDING STANDARDS AND SAFETY - INSPECTION DIVISION). IF REJECTED MANAGER OF BUREAU/DIVISION/AGENCY IS TO ATTACH MEMO EXPLAINING REASONS.

IF REJECTED OR NOT PERMITTED IN ACCORDANCE WITH THE ORDINANCE, FORWARD TO CITY CLERK FOR ACTION BY CITY COUNCIL.

APPROVED  REJECTED

*Craig Messinger/MAC*  
DIRECTOR, COMMUNITY DEVELOPMENT OR DESIGNEE

5-11-15  
DATE

\* NEEDS COUNCIL APPROVAL - MORE THAN 1/3 OF RIGHT OF WAY.  
(15'-R.O.W.)

# Linden St

7m Street



4CC