

LEWISBURG HISTORICAL and ARCHITECTURAL REVIEW BOARD

The Lewisburg Historical and Architectural Review Board thanks you for supporting the preservation and restoration of the Lewisburg Historic District. We are excited about the number of people working on and planning projects and we hope we can help you.

The Board has designated the first 15 minutes of each meeting as a time to answer questions and provide consultation to persons in the planning stage of a project. The Board is composed of an architect, appraiser, construction professionals and others with specific areas of expertise in preservation. We urge you to utilize the Union County Historical Society, located in the Union County Court House.

When completing the attached application, please fill out all sections. In all cases, photographs of your building, drawings, product brochures or photographs of the product on another building will greatly aid in evaluating your application.

For sign projects, we need a photograph or drawing indicating proposed placement on the building, size, shape and color samples or an artist's rendering of the proposed sign.

If you have additional questions, please attend our next meeting. The Board meets at 5:00PM, on the second Tuesday of each month in the Lewisburg Borough Council Chambers, 55 South Fifth Street. Thank you in advance for your cooperation.

WHAT IS THE HISTORIC DISTRICT?

The Pennsylvania Municipalities Planning Code makes provision for the designation of historic district within municipalities. By Ordinance, dated June 26, 1985, the Lewisburg Borough Council created an historic district in Lewisburg. The boundaries are contained in the Historic Ordinance and generally encompass the growth areas in Lewisburg through the 1880's.

WHAT IS THE PURPOSE OF THE HISTORIC DISTRICT?

The purpose of the historic district is to protect "... the portions of the Borough which recall the rich and architectural and cultural heritage of the Borough and the Commonwealth of Pennsylvania, awakening in the people of the Borough and interest in the historic past and promoting the general welfare, education and culture of the Borough..." The Ordinance proposes to accomplish this purpose by "regulating the use and appearance of private property in order to protect the distinctive historical, architectural or aesthetic character of the historic district and regulating the erection, reconstruction, alteration, restoration, demolition and razing of buildings and structures within the historic district for the cultural and aesthetic benefit of the Borough."

WHAT IS THE HISTORICAL AND ARCHITECTURAL REVIEW BOARD?

The Historical and Architectural Review Board (HARB) is a seven-member committee appointed by the Lewisburg Borough Council. The Board is responsible for reviewing plans for new construction and changes to the exterior of structure within the Historic District and making recommendations to the Borough Council on whether a Certificate of Appropriateness should be issued. A Certificate of Appropriateness is required to obtain a Building Permit, Zoning Permit or both, before making exterior changes that are visible from the streets.

WHO IS ON THE BOARD?

The Board consists of seven members, including a registered architect, a licensed real estate broker and a builder. The remaining members are persons with knowledge of and an interest in the preservation of the Historic District. The diverse backgrounds of the members of the Board help ensure that the interests to both the applicant and the Historic District are met.

WHAT DOES THE BOARD CONSIDER WHEN REVIEWING AN APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS?

- The Board will consider the effect of the proposed change upon the general historic and architectural nature of the district and the appropriateness of exterior architectural features that can be seen from the street.
- The general design, arrangement, texture, material, scale and mass of the building or structure and the relocation of such factors to similar features of buildings or structure in the district are important.
- Every reasonable effort should be made to use a structure for its original intended purpose or to provide a compatible use, which will require minimum alteration to the structure and its environment.
- Rehabilitation work should not destroy the distinguishing qualities or character of the structure and its environment. If the removal or alteration of historic material or architectural features should be deemed necessary, the removal should be held to an absolute minimum.
- In the event replacement of architectural features is necessary, every effort should be made to match the material being replaced in composition, design, texture and other visual qualities. While the Board will be sensitive to the cost of the proposed change, the Board lacks the authority to waive established guideline solely because of financial considerations.
- Distinctive stylistic features or examples of skilled craftsmanship should be treated with sensitivity. When siding recommended by the Board is being installed, care should be taken not to cover but to preserve all architectural details.

- Changes that may have taken place in the course of time are evidence of the history and development of the structure and its environment. These changes may have acquired significance in their own right and this significance should be recognized and respected. All structures should be recognized as products of their own time. Alterations to create an earlier appearance will be discouraged.
- Contemporary design for additions to existing structures or new construction will not be discouraged if such design is compatible with the size, scale, material and character of the neighborhood or its environment.

HOW DO I OBTAIN A CERTIFICATE OF APPROPRIATENESS?

You must file an application with the Zoning Officer. Application should be made **no later than the last working day of the month prior to the Board's regular meetings**, which are scheduled for the second Tuesday of each month, at 5:00 PM in the Borough Building, located at 55 South Fifth Street. **You or your representative must attend this meeting.** If the proposed work is in keeping with the historical character of the district, the Board will recommend to the Borough Council that a Certificate of Appropriateness be issued. The Borough Council meets on the third Tuesday of each month at 7:00 PM at 55 South Fifth Street.

After the Borough Council has made a decision, the application is sent back to the Zoning Officer and/or Code Officer and the appropriate permit(s) will be issued.

WHEN DO I NEED A CERTIFICATE OF APPROPRIATENESS?

A certificate of Appropriateness is required if you are planning new construction, demolition of an existing structure, the addition of a sign, or changes to the exterior of a building within the Historic District of Lewisburg Borough.

CONTACT: Zoning Officer or Central Keystone Council of Governments

WHEN DO I NEED A ZONING PERMIT?

Zoning permits are required before the erection of signs, additions, new homes, principle structures, accessory structures, etc. The establishment of businesses and home occupations also require permits.

CONTACT: Zoning Officer

WHEN DO I NEED A BUILDING PERMIT?

Building permits are required for all new construction. For existing construction you may need a permit if you are: (1) building or installing a patio, deck, garage, accessory building or swimming pool; (2) adding or changing rooms, windows or other wall openings or converting a garage to livable area; (3) replacing or repairing a roof, porch, foundation, or the siding; (4) demolishing any structure or part of a structure that may affect the existing building; or (5) when utilities need to be capped or removed.

CONTACT: Central Keystone Council of Governments