



HARB Meeting
July 31, 2025 @ 7:00 PM
This meeting is recorded for public record.

Carol Quigley, Chair
James Breen
Tom Clark
Matt Hazley
Joseph Martino
Marissa McCarthy
Dan Ritchie
Michael Wallacavage
Phillip Yocum
Thomas Dougherty, PC Liason

HARB Meeting:

A. Applications

1. 2025-22 18 W. Market St/Shannon K. McDonald-Law offices of Shannon K. McDonald
Proposed work: Signs
2. 2025-23 133 W. Market St/Krista McKillop
Proposed work: Exterior renovation & sign
3. 2025-24 301 W. Market St/Joe Tyrrell
Proposed work: Signs
4. 2025-25 20 W. Market St/Chris Mandeen
Proposed work: Door & Window replacement

B. Discussion Items

1. Approval of June 26, 2025 meeting minutes

C. Other Business

Visit www.west-chester.com for access to all attachments.

Agendas are posted to www.west-chester.com by noon 3 business days prior to the meeting.

PROPERTY ADDRESS: 18 W. Market
APPLICANT'S EMAIL: shannonk@mcdonaldddefense.com

Note: All projects must have the appropriate sections completed in its entirety and attached to this form. *Only attach the applicable sections.* The application number will be assigned by the Building & Housing Department.

- 1) This application is for (check all appropriate boxes):
- Section #1 – Sign
 - Section #2 – Canopy or Awning
 - Section #3 – Repair, replacement or alteration from original
(please supply photos or elevations of original)
 - Section #4 – Addition
(supply architectural elevations and site drawings, as well as photos of the existing structure)
 - Section #5 – New Construction
(supply architectural elevations and site drawings, as well as photos of buildings next to and around the site)
 - Section #6 - Demolition
- 2) Please indicate which items you are submitting with your application form. Do not submit originals, since they will be kept by the HARB for its official archives:
- Color or B/W Sketches
 - Old or Historic Photographs
 - Plot or Site Plans
 - Architectural Elevations
 - Photographs of the current existing site showing where changes are to be made, location of buildings and streetscape.


All sketches, elevations, and plans must be signed by the preparer(s)

The owner of this property and the applicant agree to conform to all applicable findings of the Borough of West Chester Historical and Architectural Review Board.

Applicant's name (print): Shannon K McDonald

Applicant's Signature:  Date: 6/23/25

Owner's Name (print): Project M LLC- Chris or Shannon Mandeem

Owner's Signature:  Date: 6/23/25

Note: Check with the Building and Housing office of the Borough of West Chester to see if you need a building permit as well as a Certificate of Appropriateness **before** you begin your project

SECTION #1 – SIGNS

(Attach a separate Section #1 for each of the signs you want to install)

Instructions: Provide color or black and white sketches of each sign and its message. Also show the proposed location and proportion to building façade. Attach photos of the streetscape and adjacent buildings.

Location of project: 18 W Market St

Name of business: Law Offices of Shannon K McDonald

Applicant's name: Shannon K McDonald

Applicant's address: 18 W Market St

Applicant's phone number: 267-702-0648 Applicant's email: shannonk@mcdonalddefense.com

Owner's name: Project M LLC

Owner's address: 18 W Market St

Owner's telephone number: [REDACTED]

1) Are you replacing an existing sign? modifying existing sign

2) How many signs do you wish to install? 1 additional

3) On how many facades? 1 X Front Side Back

4) X Hanging Sign Building-mounted Other

5) Give a thorough description of sign: Current sign is deteriorated- would like to repair with same colors and font. Would like to place second sign below, on existing hangers, with same colors but different font. See attached photos & proposed diagram.

6) Is there new illumination? No Fixture Type?
How will it be mounted?

7) Sign Dimensions: Height: 14 x Width: 22 x Depth: 1

8) If a hanging sign, what is the height from the sidewalk to the bottom of the sign? 6 foot existing
(Borough Code requires 8'-0 minimum to bottom of sign)

9) How will this sign be mounted? it will hang from current sign hanger, no changes to that.
(please note: any attachment to a masonry façade must be done through the mortar joints, NOT into the masonry).

10) If a hanging sign, describe the hanging bracket: black metal

11) If a hanging sign, is this an existing bracket: yes

12) Colors: match current colors (light gray with black font)

13) Message: modification to current add dates of law practice, new will say "Law Offices of Shannon K. McDonald est. 2011)

14) Lettering style: please note that the historic preference is for any "serif" type: Times new roman on new, match old to repair the prior sign (see attached)

Please be sure to attach sample of sign wording in chosen lettering style

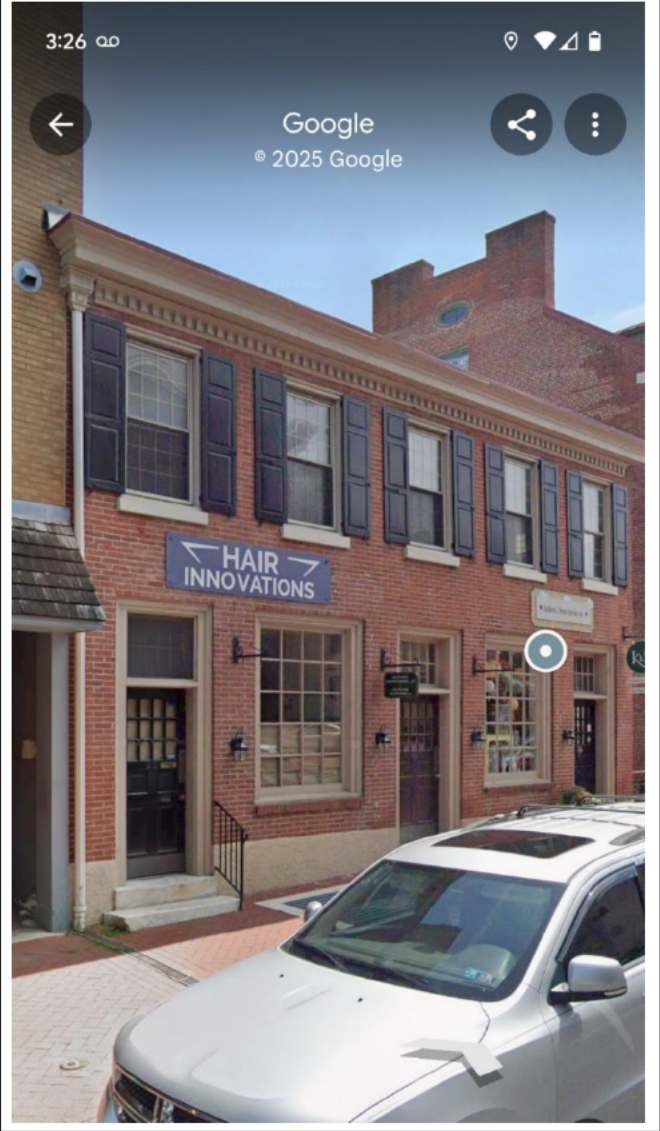
Current view from sidewalk- brick step 24 inches (pic. 1)



Current view looking left “up” W. Market (pic 2)



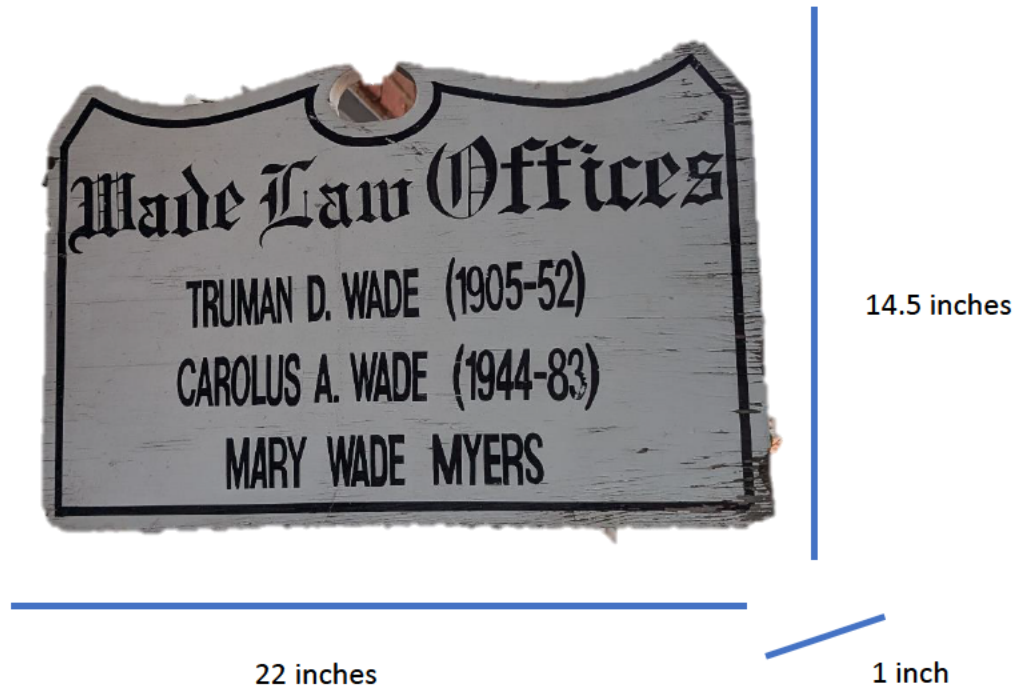
Current view looking right “down” at 22 W. Market (pic. 3)



Current sign (pic. 4)

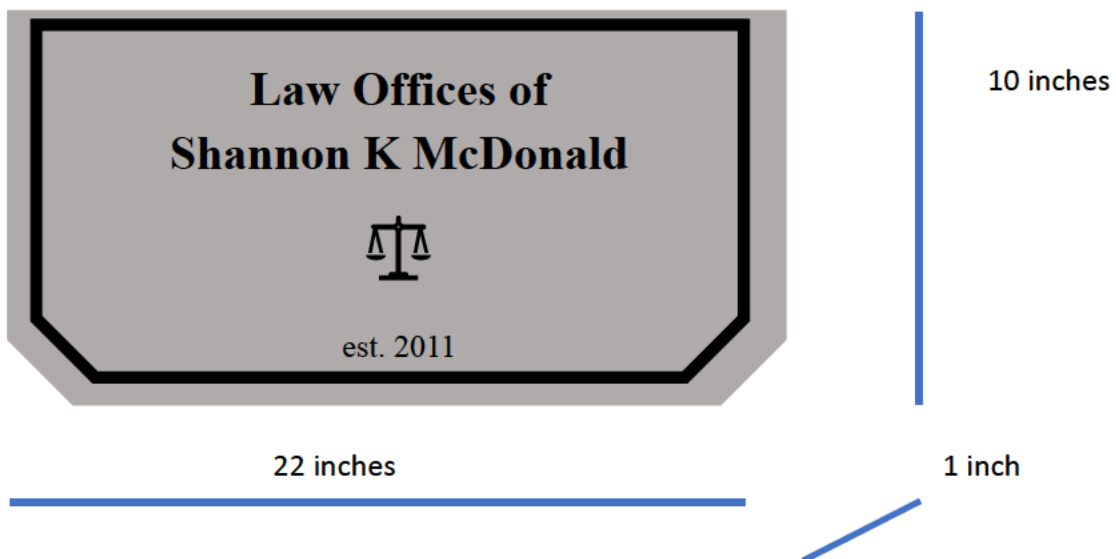


Current sign with measurements (fig 1)

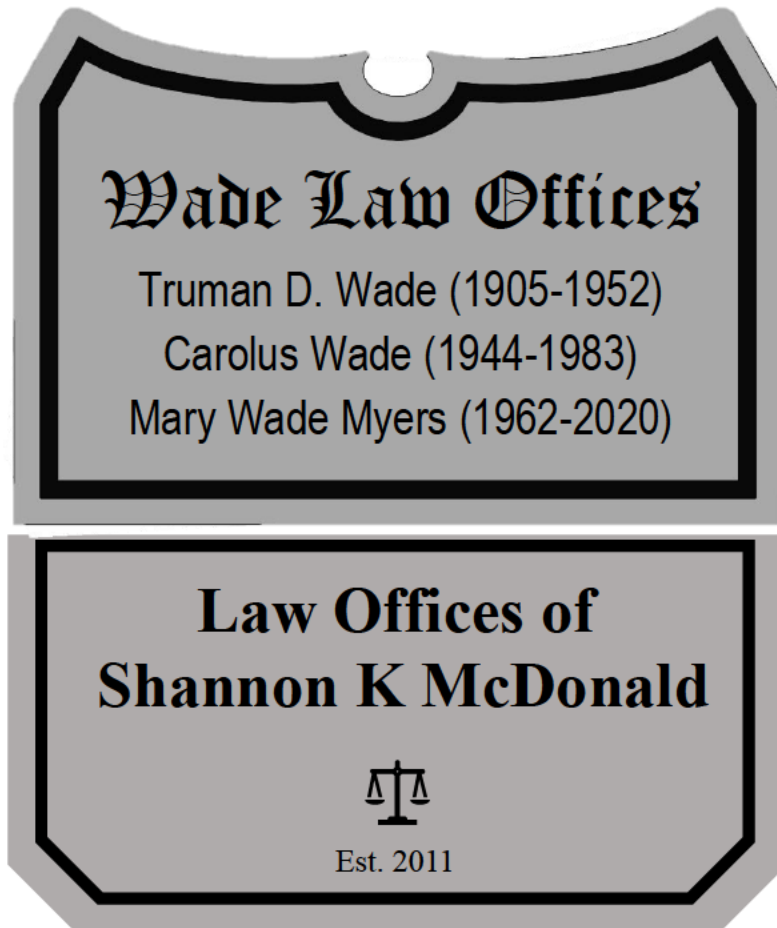


Note: Bottom of sign is 6 feet from brick sidewalk, width of sign is equal to brick step leading in the front door (see pic. 1)

Proposed new hanging sign (fig. 2)



Proposed total sign(fig. 3): “Wade Law Offices” sign remains, but is repaired (keeping same font, changing “Mary Wade Myers” to “Mary Wade Myers (1962-2020)”, hanging above new sign, as depicted, new sign is same gray as the one above, new sign font is Times New Roman, new sign dimensions: 22”long x10” tall x 1” wide. Lower sign will be hanging from already existing hooks, approximate 3/4 inch gap. (Fig. 1) Font will be black, sign coloring will match original sign, by taking to store to match paint color. Bottom edge of sign will be at 5 feet and 1.25 inches from ground, aligning with current sign (fig. 4)



Proposed streetscape (fig. 4)



SECTION #1 - SIGNS

(Attach a separate Section #1 for each of the signs you want to install)

Instructions: Provide color or black and white sketches of each sign and its message. Also show the proposed location and proportion to building façade. Attach photos of the streetscape and adjacent buildings.

Location of project: 133 W. Market St. West Chester, PA 19382

Name of business: True by Krissy

Applicant's name: Kristina McKillop

Applicant's address: [Redacted]

Applicant's phone number: [Redacted] Applicant's email: info@truebykrissy.com

Owner's name: Henry + Darlene Goldberg

Owner's address: [Redacted]

Owner's telephone number: [Redacted]

1) Are you replacing an existing sign? yes

2) How many signs do you wish to install? 1

3) On how many facades? 1 Front Side Back

4) Hanging Sign Building-mounted Other

5) Give a thorough description of sign: off-white metal sign with business logo, mounted to building. 18" diameter

6) Is there new illumination? N/A Fixture Type? mounted
How will it be mounted? screwed into building

7) Sign Dimensions: Height: 18" x Width: 18" x Depth: 1"

8) If a hanging sign, what is the height from the sidewalk to the bottom of the sign? _____
(Borough Code requires 8'-0" minimum to bottom of sign)

9) How will this sign be mounted? screwed into building
(please note: any attachment to a masonry façade must be done through the mortar joints, NOT into the masonry).

10) If a hanging sign, describe the hanging bracket: _____

11) If a hanging sign, is this an existing bracket: _____

12) Colors: off-white, gold tone & black

13) Message: business logo: True by Krissy

14) Lettering style: please note that the historic preference is for any "serif" type: business logo

Please be sure to attach sample of sign wording in chosen lettering style

DATE APPLICATION RECEIVED: 07/10/2025

APPLICATION NUMBER: 2025-23

SECTION #3 - REPAIR, REPLACEMENT OR ALTERATION

(Attach a separate Section #3 for each of the repairs, replacements or alterations you wish to make)

Instructions: Provide clear photographs showing the location of each proposed improvement, including photos of streetscape and the adjacent buildings. Provide architectural elevations and/or photographs clearly showing the location of the proposed work. Provide material specifications and manufacturer's pamphlets on the replacement materials proposed.

Name of business: True by Krissy

Applicant's name: Kristina McKillop

Applicant's address: [REDACTED]

Applicant's phone number: [REDACTED]

Owner's name: Hanny + Davere Goldberg

Owner's address: [REDACTED]

Owner's telephone number: [REDACTED]

1) Which element do you wish to change: Doors Windows Roofing Gutters
 Walls Steps Sidewalk Fence Trim Railing Porch or Balcony
 Other (specify) entry way

* paint only

2) On how many facades? 1 Front Side Back

3) What was the old is the material? turquoise + red paint

4) What is the proposed new material? new paint (Dover white - Sherwin-Williams)

5) How will it be installed? paint only

6) Are you using any historical materials? no

7) Is so, what and how?

8) What were the old dimensions? Height: _____ x Width: _____ Depth: _____

9) What are the new dimensions? Height: _____ x Width: _____ Depth: _____

10) What were the old colors? turquoise + red

11) What are the new colors? Sherwin Williams - "Dover White"

12) Why do you wish to make these changes? update for new business lease

DATE APPLICATION RECEIVED: 07/10/25

APPLICATION NUMBER: 2025-23

PROPERTY ADDRESS: 133 W. Market St. West Chester, PA 19382
APPLICANT'S EMAIL: info@truebykrissy.com

Note: All projects must have the appropriate sections completed in its entirety and attached to this form. Only attach the applicable sections. The application number will be assigned by the Building & Housing Department.

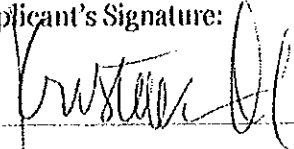
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 - Plot or Site Plans
 - Architectural Elevations
 - Photographs of the current existing site showing where changes are to be made, location of buildings and streetscape.


All sketches, elevations, and plans must be signed by the preparer(s)

The owner of this property and the applicant agree to conform to all applicable findings of the Borough of West Chester Historical and Architectural Review Board.

Applicant's name (print): Kristina McKillop

Applicant's Signature:  Date: 7/8/25

Owner's Name (print): LARRY & DARCIe GOLDBERG

Owner's Signature:  Date: 7/9/25

Note: Check with the Building and Housing office of the Borough of West Chester to see if you need a building permit as well as a Certificate of Appropriateness before you begin your project



133 W. MARKET STREET
WEST CHESTER, PA 19382

- REMOVE AWNING
- REMOVE CURRENT SIGN AND IRON BRACKET
- REMOVE OVERGROWN WEED
- AREAS TO BE PAINTED OVER THE EXISTING TEAL PAINT AND RED TRIM:
 - 1) front brick
 - 2) window trim
 - 3) doors
 - 4) entryway
 - 5) down spout

PAINT: SHERWIN WILLIAMS
“DOVER WHITE”

SW 6385
Dover White
Interior / Exterior
Locator Number: 261-C2





133 W. MARKET STREET
WEST CHESTER, PA 19382



(example)

STEEL SIGNAGE:
OFF-WHITE, WITH LOGO &
GOLD-TONE STEEL BRACET
(MOCK UP)



Home | Contacts | Contractors | Submittals | Details | Workflow | Fees | Conditions | Inspections | Other Requirements | Notes

Current processing time is 1 day (In review 1 day)

Project Name: Add Note

Project Description:

Permit Number:	COA-25-0016	Applicant:	Tyrrell, Joe
Initial Application Number:	REFERENCE-25-0665	Primary Contact:	Tyrrell, Joe ¹
Permit Type:	CERTIFICATE OF APPROPRIATENESS- SIGNS	Primary Contractor:	ELMARK SIGN CO ¹
Status:	<input type="text" value="UNDER REVIEW"/>	Last Activity:	07/14/2025 13:03
Process State:	Technically Complete	Last Inspection Date:	
Parent Permit:	<input type="text"/>	Initiated:	<input type="text" value="07/11/2025"/>
Assigned To:	User <input type="text"/>	Submitted:	<input type="text" value="07/11/2025"/> Application is 4 days old
Fast Track:	<input type="checkbox"/>	Completed:	<input type="text" value="07/14/2025"/> 4 of 4 submittals received, 4 of 4 submittals accepted.
Applied for Online:	<input checked="" type="checkbox"/>	Approved:	<input type="text"/> 2 of 3 (67%) steps approved.
		Ready:	<input type="text"/> \$0.00 paid (100%), \$0.00 due.
		Issued:	<input type="text"/>
		Finalized:	<input type="text"/> No inspections.
		Closed:	<input type="text"/> \$0.00 deferred fees due.
		Expires:	<input type="text" value="01/10/2026"/> Exp Override: <input type="checkbox"/>

Site Address

Site Address: Verify Address and Coordinates

Site City: Latitude:

State: Site Zip: Longitude:

Inspection Area:

Zone: Town Center

Primary Parcel:

Permit #: COA-25-0016 Status: UNDER REVIEW Contact: Tyrrell, Joe Site Address: 301 W MARKET ST
Type: CERTIFICATE OF APPROPRIATENESS- SIGNS Project Name: Signage 301 W Market Contractor: ELMARK SIGN CO WEST CHESTER, PA 19380

Name	Value
REASON FOR APPROPRIATENESS APPLICATION:*	Sign
LOCATION OF PROJECT:*	301 W Market St.
NAME OF BUSINESS:*	TS Executive Abstract
ARE YOU REPLACING AN EXSISTING SIGN:*	Yes
HOW MANY SIGNS DO YOU WISH TO INSTALL:*	3
HOW MANY FACADES WILL SIGN DISPLAY ON:*	Front
HANGING SIGN:	Yes
BUILDING MOUNTED:	Yes
OTHER:	Yes
IF OTHER PLEASE SPECIFY:	Side
GIVE A THOROUGH DESCRIPTION OF SIGN:	on attached proof
IS THERE NEW ILLUMINATION:	No
FIXTURE TEXT:	
SIGN DIMENSION HEIGHT:	30
SIGN DIMENSION WIDTH:	25
SIGN DIMENSION DEPTH:	0

Contact

Contractor: No Active:

First Name: Joe Middle Name: Last Name: Tyrrell

Display Name: Tyrrell, Joe

Primary Phone: [REDACTED] Primary Email: joe@tsexecutive.com

Portal Access Code: *3N17M-1GAMD

[Replace Photo](#)

Mailing Address

[REDACTED]

[Edit Address](#)

Physical Address

[Edit Address](#) [Copy Mailing Address](#)

[Save](#) [Reset](#) [Close](#) [Delete](#) [Audit](#) [Convert to Contractor](#) [Associations](#)

S.1

Directory & Hanging Signs

One 25" high x 30" wide x 6mm thick double-faced ACM sign with printed, gloss-laminated vinyl graphics. The sign will hang from two eye hooks on an existing scroll bracket extending from the exterior wall over the door. An additional scroll bracket will be mounted onto the bottom of the sign for extra support and stability.

One 18" high x 22" wide x 6mm thick double-faced ACM sign with printed, gloss-laminated vinyl graphics. The sign will hang from two eye hooks on an existing scroll bracket extending from the exterior wall over the door.

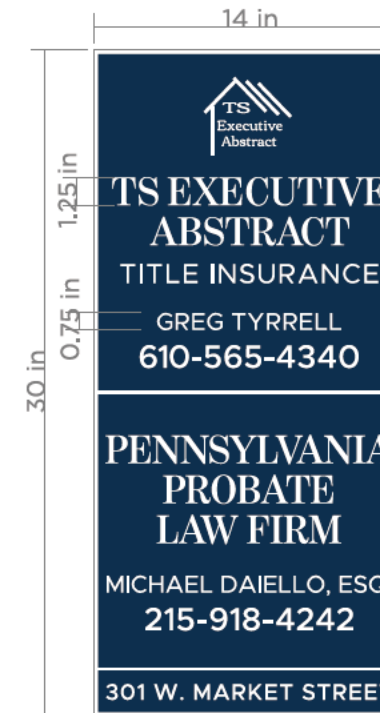
One 30" high x 14" wide x 6mm thick single-faced ACM sign with printed, gloss-laminated vinyl graphics. Sign will be mounted with VHB tape and silicone.



6 mm thick ACM with printed and gloss laminated vinyl graphics



6 mm thick ACM with printed and gloss laminated vinyl graphics



6 mm thick ACM with printed and gloss laminated vinyl graphics



The existing building sign will be removed, and the new sign will be installed in its place with VHB tape and silicone.



The new signs will be mounted to existing scroll brackets with new stainless steel hanging hardware. The larger hanging sign will be secured with an additional new scroll bracket at the bottom to prevent swinging.



Pantone 7463C

Application not yet complete

Project Name: [Add Note](#)

Project Description:

Permit Number:	COA-25-0017	Applicant:	Mandeen, Chris
Initial Application Number:	REFERENCE-25-0708	Primary Contact:	Mandeen, Chris !
Permit Type:	CERTIFICATE OF APPROPRIATENESS- REPAIR	Primary Contractor:	
Status:*	<input type="text" value="COMPLETENESS REVIEW"/>	Last Activity:	07/22/2025 08:08
Process State:	Pending	Last Inspection Date:	
Parent Permit:	<input type="text"/>	Initiated:	<input type="text" value="07/21/2025"/>
Assigned To:	User <input type="text"/>	Submitted:*	<input type="text" value="07/21/2025"/> ! Application is 2 days old
Fast Track:	<input type="checkbox"/>	Completed:	<input type="text"/> ! 3 of 3 submittals received, 1 of 3 submittals accepted.
Applied for Online:	<input checked="" type="checkbox"/>	Approved:	<input type="text"/> ! 0 of 3 (0%) steps approved.
		Ready:	<input type="text"/> ! \$0.00 paid (100%), \$0.00 due.
		Issued:	<input type="text"/>
		Finalized:	<input type="text"/> ! No inspections.
		Closed:	<input type="text"/> ! \$0.00 deferred fees due.
		Expires:	<input type="text" value="01/17/2026"/> Exp Override: <input type="checkbox"/>

Site Address

Site Address: [Verify Address and Coordinates](#)

Site City: Latitude:

State: Site Zip: Longitude:

[Replace Photo](#)

Contractor: Active:

First Name: Middle Name: Last Name:

Display Name:

Primary Phone: Primary Email:

Portal Access Code:

Mailing Address

711 South Matlack
West Chester, PA 19382

[Edit Address](#)

Permit #: COA-25-0017 Status: COMPLETENESS REVIEW Contact: Mandeem, Chris Site Address: 20 W MARKET ST
 Type: CERTIFICATE OF APPROPRIATENESS- REPAIR Project Name: Leaking door Contractor: WEST CHESTER, PA 19382

Name	Value
REASON FOR APPROPRIATENESS APPLICATION:*	Replacement or alteration from original
LOCATION OF PROJECT:*	18 W Market (First floor, side, alley access)
NAME OF BUSINESS:*	Project M, LLC
WHICH ELEMENTS DID YOU CHANGE:	Sealed door with transom into proper window
ON HOW MANY FACADES:	1
WHAT WAS THE OLD IS THE MATERIAL:	Wood and glass
WHAT IS THE PROPOSED NEW MATERIAL:	Wood and glass, brick below
HOW WILL IT BE INSTALLED:	Purchase from Chapman, installed by owner
ARE YOU USING ANY HISTORICAL MATERIALS:	not likely to be salvageable.
IF SO, WHAT AND HOW:	
WHAT WERE THE OLD DIMENSIONS:	105
WHAT ARE THE NEW DIMENSIONS:	80*47
WHAT ARE THE OLD COLORS:	goldenrod yellow
WHAT ARE THE NEW COLORS:	will match color
WHY DO YOU WISH TO MAKE THESE CHANGES:	The wall is water damaged due to the improv

Sealed door with transom into proper window to match building

The wall is water damaged due to the improper install and the glass slipping in the former door, door has been sealed since approx 1975,

Building first floor

(#18 W. Market, middle third)

Window
(another room)
80*47

Window
(same room)
80*47

Leaking door
(transom and
half window)
105*47

Brick wall

Corner to wider part of building

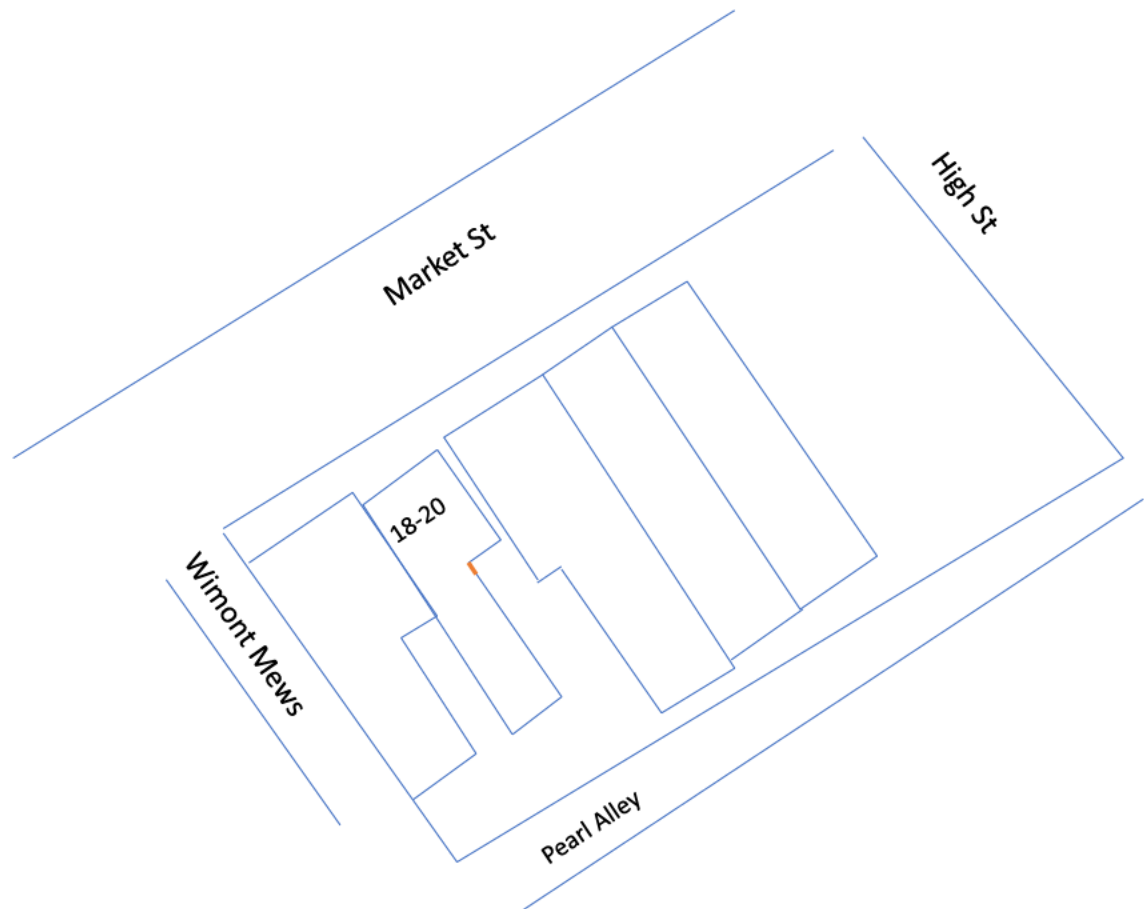
Concrete ground











HISTORICAL AND ARCHITECTURAL REVIEW BOARD
Borough of West Chester, Pennsylvania

Minutes

June 26, 2025

7:00 pm – Room 232 - Borough Hall

PRESENT: Carol Quigley-Chair, Joseph Martino-Vice Chair, Matthew Hazley,
Daniel Ritchie, Philip Yocum
Paul Edwards-Building Inspector

ABSENT: Thomas Dougherty, Marissa McCarthy, Michael Wallacavage, Thomas Clark

A. Applications:

1. 2025-18: 120 N. Church Street / Allison Owen-Turks Head Wines
Proposed work: Exterior Mechanical Equipment Installation

Findings; The applicant Allison Owen and her mechanical designer/contractor Matt Williamson of Sebastian & Sons were in attendance. Ms. Owen stated she is installing a new commercial kitchen at her Turks Head Wines tasting room and the kitchen requires a commercial exhaust system. The exhaust system is proposed to be located on the building exterior at the rear NW corner of the north facing wall.

Ms. Owens previously appeared at the May 29 HARB meeting for a preliminary review and submitted revised the final design documents based on comments provided at that meeting. The final exhaust duct design was described as follows:

- The 16-inch diameter ductwork has been relocated as requested to the recessed brick wall panel adjacent to the window (not on the corner pilaster).
- The ductwork has been simplified and rotated 90 degrees to reduce its visibility. The duct exits west to the rear alley.
- The exterior fan is mounted using standard brackets provided by the manufacturer.
- The fan and ductwork will be painted black.

The HARB reviewed the application in detail and made the following comments:

- The HARB complimented the applicant for the revisions addressing their previous comments.
- Discussion focused on whether to discharge the exhaust to the north or west. Points made for both options, eventually consensus was for the north discharge option (rotate 90-degrees).
- The ductwork mounting brackets were judged to be overly large and too exposed. Options for providing smaller, better concealed anchorage were discussed. Requested the designers to use equipment anchorage methods that would be less exposed and visually intrusive.
- Anchors into the brick wall must be installed in the mortar joints, not the face brick.
- The HARB was disappointed that a less visible, in-line vertical exhaust fan was not considered. The applicant said it was too expensive, 10%-15% more.

Motion; Brought Matthew Hazley to recommend Approval of a Certificate of Appropriateness for Application 2025-18 as submitted, with the following modifications and clarifications:

1. The final exhaust duct shall be rotated 90-degrees to discharge to the site's north side.
2. The system shall be installed using custom equipment mounting brackets that are concealed behind the fan and ductwork components to minimize the mounting system's visibility.
3. Anchorage of the mounting brackets to the brick wall will be installed in the mortar joints, not the face brick.
4. Exhaust system components will be painted black.

Seconded; Daniel Ritchie

Passed; Yes (Unanimously)

2. 2025-19: 233 W. Gay Street / Brandywine Valley HVAC

Proposed work: Exterior HVAC Equipment – Rectory Office

Findings; The project is for the installation of a new exterior HVAC condensing unit at the St. Agnes Rectory Building to serve the Rectory office. Carol Quigley appeared on behalf of the applicant, Brandywine Heating and Air Conditioning, to present the project. There was some confusion because the most recent June 25, 2025 design documents were not available for HARB review. Ms. Quigley provided clarification and described the final project as follows:

- Install one new exterior condensing unit on a ground mounted concrete pad.
- To conceal the electrical and mechanical equipment connections to the building, the piping and wiring will be routed through a new penetration in the exterior brick building wall, down low and directly behind the condensing unit.
- New shrubbery will be installed to fully conceal the condensing unit from public view.
- Two adjacent existing, large metal wall vents will be removed, and the openings infilled with matching brick and mortar. The new brick will be keyed into the existing brick wall.

The HARB reviewed the application in detail. Based on Ms. Quigley's clarification of the most recent design details, the proposed project was found to be well designed and appropriate.

Motion; Brought by Matthew Hazley to recommend Approval of a Certificate of Appropriateness for Application 2025-19 as submitted, with the following clarification:

1. The approval is based on the most recent design documents submitted on June 25, 2025.

Seconded; Philip Yocum

Passed; Yes (Unanimously – Ms. Quigley recused herself from voting)

3. 2025-20: 233 W. Gay Street / Brandywine Valley HVAC

Proposed work: Exterior HVAC Equipment – Choir Mezzanine

Findings; The project is for the installation of a new exterior HVAC condensing unit at the St. Agnes Church, to serve the choir mezzanine. Carol Quigley appeared on behalf of the applicant, Brandywine Heating and Air Conditioning, to present the project. Ms. Quigley described the final project as follows:

- Install one new exterior condensing unit on the west side of the St. Agnes Church Building, in front of two existing basement level windows.
- The condensing unit will be mounted at grade on a concrete pad.

- New shrubbery will be installed to fully conceal the condensing unit from public view.

The HARB reviewed the application in detail. There was some confusion regarding the mechanical piping and electrical wiring connections from the church to the condensing unit. No mention is made about this in the application. The existing church has stone exterior walls. Visible penetrations and/or surface routing of the piping is not appropriate on this distinctive building. Ms. Quigley reported she was told the connections would not be visible, but no details were provided to her. The HARB conjectured the connections could be routed below grade.

To keep the project on track, the HARB made a motion based on “concealed” connections. Should the actual design be different, the applicant will need to submit updated design details for further review.

Motion; Brought Matthew Hazley to recommend Approval of a Certificate of Appropriateness for Application 2025-20 as submitted, with the following clarification:

1. The approval is based on the most recent design documents submitted on June 25, 2025.

Seconded; Philip Yocum

Passed; Yes (Unanimously – Ms. Quigley recused herself from voting)

**4. 2025-21: 202 W. Market Street /
Alonzo Adams-Uptown Venture Group**

Proposed work: Front Door Change and Sign

Findings; The applicant, Alonzo Adams of the Uptown Venture Group, was in attendance to present the project. The HARB previously reviewed and approved work to install a new storefront window and trim at this property under Application 2025-16. The current application is for installation of a new front entrance door and a new sign. The proposed project was described as follows:

- Install a new wood entrance door in the existing wood door frame. The existing transom window above will be retained.
- The current door design documents were submitted at the meeting as a 3/4 single-lite door with a 1/4 height recessed lower wood panel. Home Depot, Builder’s Choice brand, 36 x 80-inch, Model #RV4621FIRCLI30
- The new sign is to be acrylic individual letters, pin-mounted to the new Azek frieze panel above the new storefront window.
- The message of the sign is “**REVIVEA – Health and Wellness**”
- No lighting for the sign is proposed or included in the application.

The HARB reviewed the application in detail and made the following comments:

- Ms. Quigley stated that originally the proposed door was full-glass, but was revised by the applicant to the 3/4 -lite design as presented in the supplemental documents submitted at the meeting.
- The HARB found the current door design to be appropriate.
- The HARB commented that the sign design was appropriate, the final sign size should be adjusted as needed to fit within the existing wall panel.
- No sign lighting is currently planned. The HARB commented that halo-lit individual sign letters or exterior gooseneck- type lighting fixtures may be

acceptable. The applicant would need to provide full details for future review and approval.

- Brick wall repairs above the front door should use the existing brick salvaged from the installation of the new storefront window.

Motion; Brought Joseph Martino to recommend Approval of a Certificate of Appropriateness for Application 2025-21 as submitted, including the revised door specification document provided at the June 26 HARB meeting, with the following clarifications:

1. The front door will be wood, 3/4-lite, with a 1/4-height recessed wood lower panel as presented at the meeting.
2. The sign design is approved as submitted. Final sign size shall be adjusted to fit within the new frieze panel above the storefront window as illustrated on the drawings.
3. The brick wall above the door, following door hood removal, shall be repaired and restored to match the existing brick and mortar joint construction.

Seconded; Carol Quigley

Passed; Yes (Unanimously)

B. Report from Planning Commission; The Planning Commission liaison provided the following project updates:

1. No Report for June

C. 2025 West Chester Town Tour; Carol Quigley reported the West Chester Town Tour held on June 12, was very well attended with nearly 200 tour participants. She thanked the HARB members for their continuing support of the town tour program.

D. Approval of the April 2025 meeting minutes

Motion; Brought by Matthew Hazley to recommend approval of the May 2025 meeting minutes.

Seconded; Carol Quigley

Passed; Yes (Unanimously)

E. Other Business;

1. No other business.

Motion to adjourn; by Philip Yocum

Seconded; by Carol Quigley

Passed; Yes (Unanimously)

June 2025 HARB minutes submitted by: Philip Yocum