

Historic District Review Board

Regular Session Agenda

November 19, 2013

6:00 P.M.

1. Call to Order; Roll Call
2. Invocation and Pledge of Allegiance
3. Consent Agenda
 - A. Approval of Agenda Format
 - B. Approval of Minutes
4. New Business
 - A. 711 Tazewell Ave. – Adding gutters, adding windows, and replacing windows
 - B. 1 Pine St. – Repair window casings, Replace front doors
 - C. 619 Monroe Ave. – Second floor addition
 - D. 114 Peach St. – Addition
5. Old Business
6. Announcements
7. Adjourn



DRAFT
HISTORIC DISTRICT REVIEW BOARD
Regular Meeting
Town Hall
October 15, 2013
6:00 p.m.

At 6:01 p.m. Chairman David Gay, having established a quorum, called to order the Regular Meeting of the Historic District Review Board. In addition to David Gay, present were John Caton, Joe Fehrer, Terry Strub and Ted Warner. Also in attendance were Town Planner Rob Testerman, Assistant Town Clerk Amanda Hurley and Architect Leon Parham. There were no members of the public in attendance.

The Board observed a moment of silence which was followed by the recitation of the Pledge of Allegiance.

CONSENT AGENDA:

David Gay stated that a local builder had given him some photos of a house on Monroe Avenue and went on to state that the builder was looking for guidance. David Gay asked if the Board could talk about the procedures and add this item to the agenda. Since an application was not submitted, this item was discussed briefly at the end of the meeting.

Motion made by Terry Strub, seconded by Joe Fehrer, and unanimously approved to accept the agenda as presented.

The Historic District Review Board reviewed the minutes of the September 17, 2013 Regular Meeting.

Motion made by Joe Fehrer, seconded by John Caton, to approve the minutes of the September 17, 2013 Regular Meeting as presented. The motion was unanimously approved.

NEW BUSINESS:

A. 219 Jefferson Avenue – Addition of a dormer in rear of house

Rob Testerman explained that there were three existing dormers and the applicant was proposing to add one to the rear of the house. The dormer would be architecturally consistent with the character of the district. The applicant was proposing vinyl siding but it would match the existing and would be on the rear of the house which was not visible from the street. Rob Testerman pointed out that in 2006, there was an accessory building approved by the HDRB that had vinyl siding. Instead of a window, the applicant was proposing a glass French door and a platform with a handrail.

Ted Warner expressed his concern about the door height which was much taller than the windows. Rob Testerman explained that this dormer was proposed to be larger than the existing.

Motion made by Terry Strub, seconded by John Caton, to approve the addition of a dormer in the rear of the house at 219 Jefferson Avenue as presented. The motion was unanimously approved.

B. 309 Mason Avenue – Addition to rear of building

Rob Testerman explained that 309 Mason Avenue was a shop owned by Gary Williams and Mr. Leon Parham was present to answer any questions. The proposed addition on the rear of the building was approximately 400 square feet. There were no changes proposed for the front of the structure.

Joe Fehrer questioned if the addition would infringe on alley access and Mr. Parham stated that there was a 16' backyard beyond the alley.

David Gay asked about the concrete and Mr. Parham stated that it was an apron for runoff as there was an elevation issue there.

Motion made by Joe Fehrer, seconded by Terry Strub, to approve the addition on the rear of the shop at 309 Mason Avenue as presented. The motion was unanimously approved.

OLD BUSINESS:

There was no old business to discuss.

ANNOUNCEMENTS:

David Gay stated that a builder handed him photos of a house on Monroe Avenue and went on to state that the procedure for an applicant was to make a formal application and present it to the HDRB so the Board could proceed to give advice or guidance. David Gay presented the photos to the group pointing out that the house used to look like the two story one next door, but there was a fire and the second floor had to be removed. The owner was thinking about putting the same roof on the house as the one next door. There was a photo-shopped picture to depict this. David Gay stated that it was an improvement in some ways, but it was not aesthetically pleasing.

Ted Warner commented that the builder was probably trying to collaborate with someone on how to design something that would get approval from the HDRB.

Joe Fehrer stated that the homeowner could sketch something out, but if it was an engineering issue, it needed to be drawn up by an architect and went on to state that the builder needed to take that to Rob Testerman and Jeb Brady and run the application through the process. The Board agreed that things like that needed to be reviewed through the formal process.

Terry Strub commented that there was a bright yellow structure and fence at 517 Jefferson Avenue and it was visible from the condos. Rob Testerman stated that he would see if there was anything on file for the property and would also ride by and check it out.

Rob Testerman stated that he received clarification for the fees of the subscription for the National Alliance of Preservation Commissions and \$50 would cover the entire Board. The Board agreed that they preferred to receive hard copies of the subscription as opposed to digital copies.

Terry Strub asked if the chimney had been constructed at 621 Jefferson Avenue and Rob Testerman replied that it had not. However, the permit was still visible and there was still a lot of work going on. Rob Testerman explained that he was going to join Jeb Brady on final inspections to verify everything was built as it was approved.

Rob Testerman stated that he would be updating the Homeowner Brochures so they could be distributed.

Motion made by Joe Fehrer, seconded by David Gay, to adjourn the Historic District Review Board Regular Meeting. The motion was unanimously approved.

Chairman David Gay

Asst. Town Clerk

Historic District Review Board Staff Report

From: Rob Testerman
Date: November 13, 2013
Item: 4A – 711 Tazewell Ave.
Attachments: Application, Drawings, and Photos

Application Specifics

An application has been received from Gregory and Donna Kohler for an alteration to the existing accessory structure located at 711 Tazewell Avenue, Fig Street Inn. The proposal in front of the Board requests the addition of gutters to the accessory structure, as well as three new windows, and the replacement of three existing windows.

The applicant obtained a Certificate of Appropriateness in October of 2012, but the Certificate has since expired, there is also one variation from the original proposal regarding what is now proposed to be an egress window, the original approval was for a smaller window.

Discussion

- The proposed work is proposed to be done on what was previously used as a pool house, it is located in the rear of the structure, off of the street and can only be seen from the alley way.
- The roof and vinyl siding will remain as it is.
- The first photo and drawing show the east side of the building. There are currently four windows and a door on this side of the building. Two of the proposed windows will replace existing ones, also two windows will be covered over and the door will be covered and replaced with a third window.
- The next photo shows where there is currently no window on a wall, the applicant proposes to add an egress window to this wall.
- The third pair of photos shows the north elevation. The air conditioning unit will be removed, and the hole will be covered by siding. Two windows will be added as shown in the accompanying drawing.

Recommendation

The application is largely consistent with the original approval, and the newly proposed egress window does not conflict with any of the Historic District Guidelines. Staff recommends approval of the Certificate of Appropriateness.

MUNICIPAL CORPORATION OF CAPE CHARLES, VIRGINIA

Application for Historic District Review

Date: 11.6.13

Permit No.: _____

* (Attach plans)

Fee: \$50.00

Applicant: Gregory S. Kohler

Signature: [Signature]

Address: 711 Tazewell Avenue

Cape Charles, VA 23310

Telephone: 757.331.3133

Cell: 757.331.0864

Owner(s): Gregory S. - Donna Olney Kohler

Address: 711 Tazewell Avenue City: Cape Charles State: VA Zip: 23310

Contractor: Jesse Philpot

Address: _____ City: Eastville State: VA Zip: _____

Telephone: _____ Cell: 757.678.2887

Town License No.: _____ State License No.: _____

Location of Improvement: 711 Tazewell Avenue

Lot No.: _____ Block No.: _____ Lot Size: _____ Lot Area: _____

Type of Improvement: add gutters; add 3 windows; replace 3 windows

Proposed Use: bed-breakfast unit

Estimated Construction Costs: \$25,000

Dimension of Structure or Improvement:
Width: _____ Length: _____ Height: _____
Total Square Footage: _____

Structure of Improvement will be set back:
_____ from front property line
_____ from side property line
_____ from side property line on corner lot
_____ from rear property line
_____ from alley

Town Water Permit: _____ Town Sewer Permit: _____

CERTIFICATION OF APPLICANT

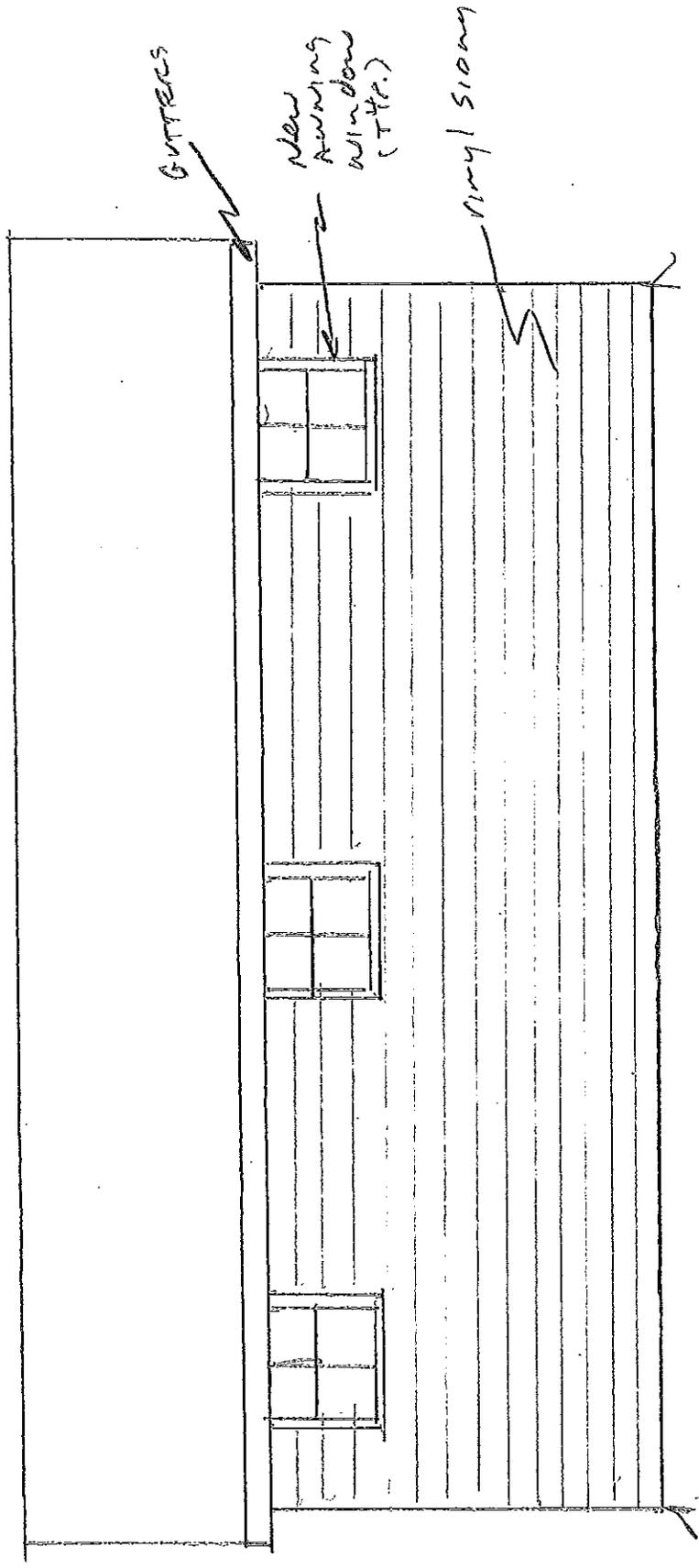
I hereby certify that I have the authority to make the foregoing application, that the information given is true and correct, and that the construction or improvements will conform to the regulations in the Virginia Statewide Building Code, all pertinent Town Ordinances, including fire, sewer, and water ordinances, and private building restrictions, if any, which may be imposed on the property by deed. Furthermore, I certify that the changes to the improvement before or during construction will be provided to the Zoning Administrator and Building Official before such changes are constructed.

Signature of Owner/Agent: [Signature]

Current

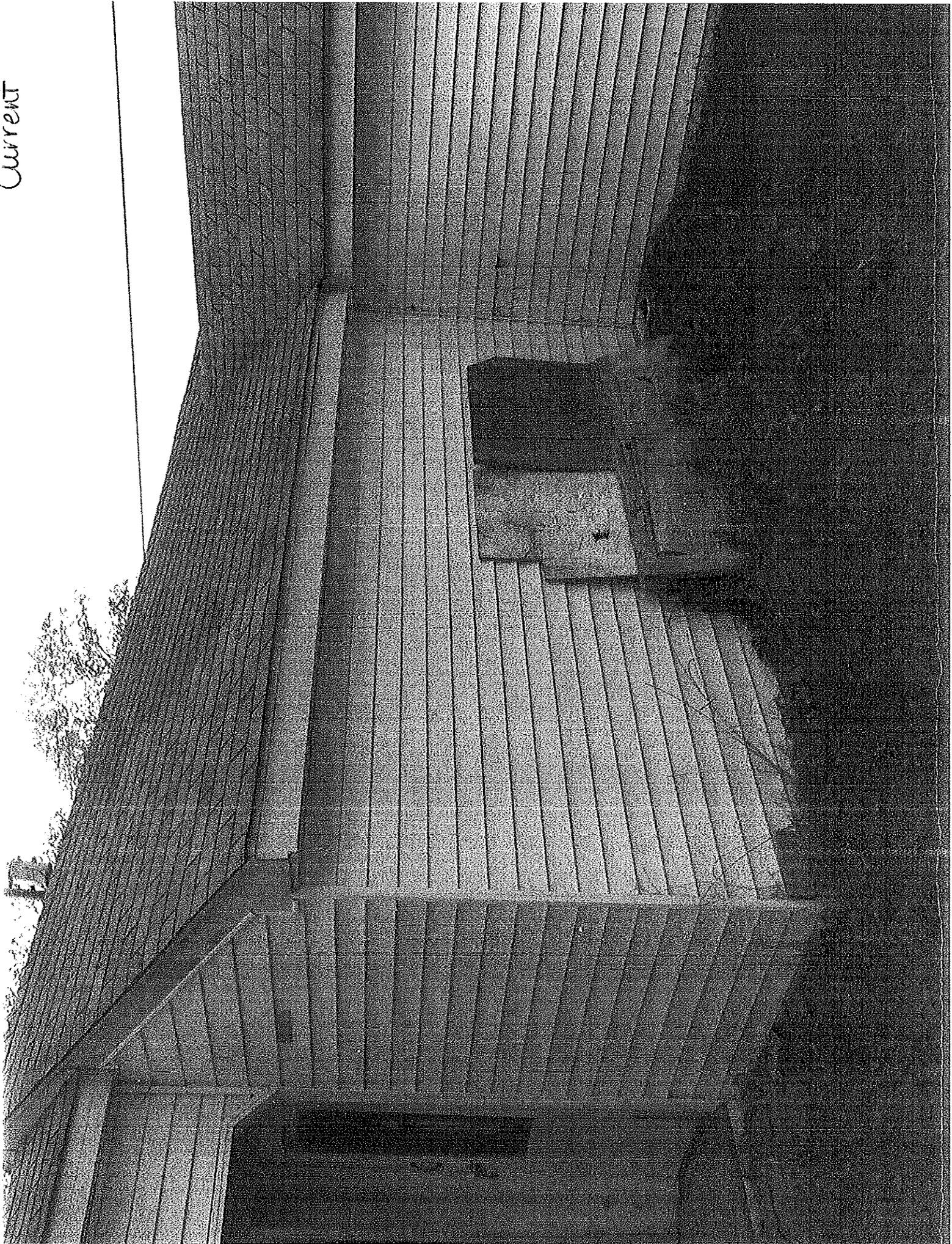


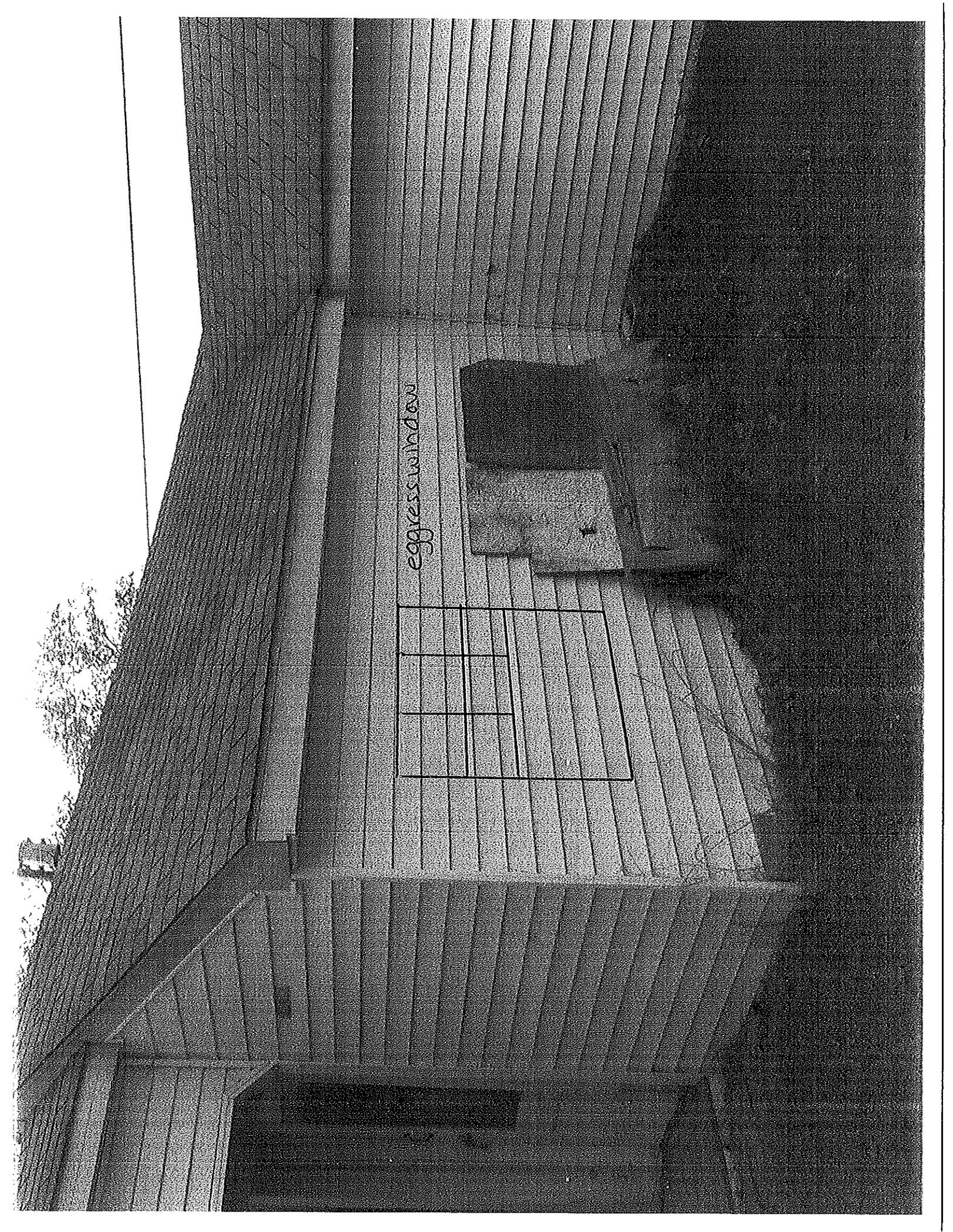
KATHERINE POOL HOUSE
711 TAZEWELL AVE



EAST ELEVATION

Current



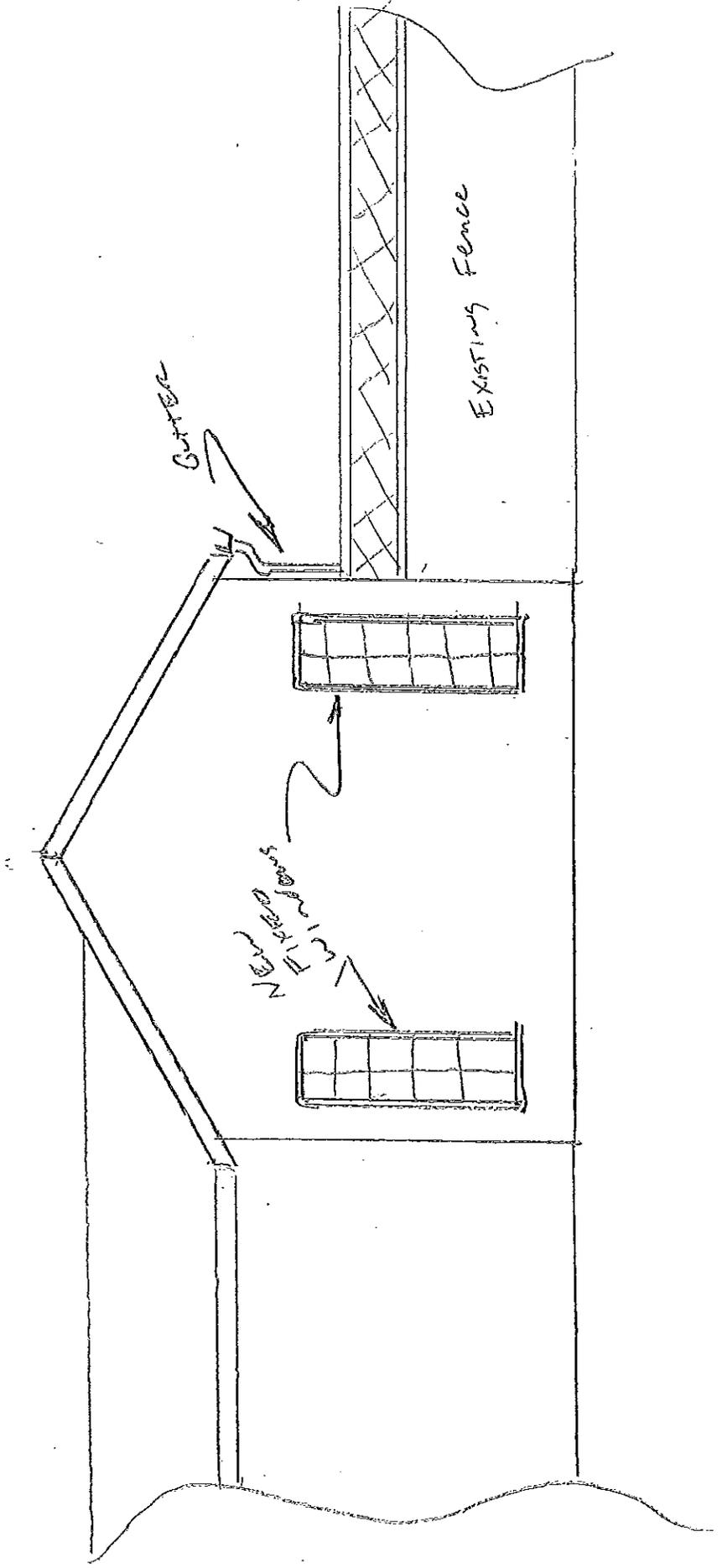


eggress window

Current



KATHLEEN POOL HOUSE
711 TAZEWELL AVE



North Elevation

Historic District Review Board Staff Report

From: Rob Testerman
Date: November 13, 2013
Item: 4B – 1 Pine Street
Attachments: Application, Submission Packet, Photo

Application Specifics

An application has been received from Mr. Bill Parr for an alteration and restoration to 1 Pine Street, located directly north of Kelly's Gingernut Pub. The proposed modifications include repair of the roof (which will not be visible), repair of the front window casings to their original dimensions, replacement of the front doors, rebuilding of the transoms above the doors, and removal of the paint on one of the two store fronts. Resizing of the window and door frames in the rear may be required as well; these alterations would only be visible from the alley.

Discussion

- The structure is listed as a contributing structure.
- Front window casings will be repaired to the original dimensions. Tempered storefront glass display windows are proposed. Restoring the window dimensions is consistent with the guidelines and storefront glass windows are consistent with the existing character of the commercial neighborhood.
- The front doors will be replaced with wood doors with single pane glass, similar to the front door at the Hotel Blue (photo attached for your reference). The existing southern door is oversized, thus the applicant is proposing a sidelight/door combination for that door. This is consistent with the guidelines as well as with the character of the buildings in the vicinity.
- The paint will be removed from the brick face with paint remover and the building washed and repointed. The guidelines recommend that the gentlest means possible be used to remove paint. Chemical methods that could damage masonry should not be used, and chemical cleaners should not be left on the masonry longer than recommended. Also, sandblasting and high-pressure water washes should not be used. As long as recommended methods are used, this is consistent with the guidelines.
- The applicant is also proposing to install fabric awnings, one per storefront, as shown in the attached drawing.
- The roof repair/replacement and rear window and door repair will be out of view from the street.

Recommendation

The proposed modifications to the storefront are consistent with the Historic District Guidelines, as long as appropriate paint removal and cleaning processes are used on the brick. Staff recommends approval of the Certificate of Appropriateness.

MUNICIPAL CORPORATION OF CAPE CHARLES, VIRGINIA
Application for Historic District Review

Date: Nov 5 2013 Permit No.: _____
* (Attach plans) Fee: \$50.00

Applicant: Bill Penn For Beach Town LLC Signature: [Signature]
Address: P.O. Box 629 Cape Charles, VA 23310
Telephone: 757-331-3782 Cell: 757-373-6198

Owner(s): Beach Town LLC
Address: PO Box 629 City: CC State: VA Zip: 23310

Contractor: OWNER
Address: SAME City: _____ State: _____ Zip: _____
Telephone: _____ Cell: _____
Town License No.: _____ State License No.: _____

Location of Improvement: #1 Pine Street
Lot No.: _____ Block No.: _____ Lot Size: _____ Lot Area: _____
Type of Improvement: SEE ATTACHED PROJECT SUMMARY
Proposed Use: _____
Estimated Construction Costs: _____

Dimension of Structure or Improvement: _____
Width: 33.74' Length: 34.08' Height: 15'+
Total Square Footage: 1189

Structure of Improvement will be set back:

- _____ from front property line
- _____ from side property line
- _____ from side property line on corner lot
- _____ from rear property line
- _____ from alley

Town Water Permit: YES Town Sewer Permit: YES

CERTIFICATION OF APPLICANT

I hereby certify that I have the authority to make the foregoing application, that the information given is true and correct, and that the construction or improvements will conform to the regulations in the Virginia Statewide Building Code, all pertinent Town Ordinances, including fire, sewer, and water ordinances, and private building restrictions, if any, which may be imposed on the property by deed. Furthermore, I certify that the changes to the improvement before or during construction will be provided to the Zoning Administrator and Building Official before such changes are constructed.

Signature of Owner/Agent: [Signature] Agent Beach Town LLC

PROJECT SUMMARY

#1 Pine Street

Cape Charles Virginia 23310

PROPERTY DESCRIPTION

Beach Town, LLC

Tax Map Number 83A3-2-1-62A

Being Part of CC Town Lot #62, Sea Cottage Addition

Zoning District: C-1 Commercial

Historic Overlay district Applies

Lot size: 1,400 square feet

Building size: 1,189 square feet

The property at #1 Pine Street is a single story all brick building that adjoins and shares the north wall of the Kellys Pub building. It is a Vernacular retail/commercial storefront design with 2 original storefront window casings that are boarded up, and 2 doors with over the door transom lights. The design includes a decorative cornice at the roofline on the front, and a step parapet down side wall which incorporates a brick chimney towards the rear of the building. The building is divided into two interior sections separated by a brick wall.

The building has not been used for many years. The flat metal roof is in very poor condition structurally and is leaking, and may require a complete removal and replacement. There is no functional wiring or heating. A full bathroom is present in the south side. The front window openings have been modified to accommodate smaller windows which have been boarded over. The brick face on south half of the front of the building has been painted on the lower area, but not at the roof line. The original window casings are intact. The brick structure of the rear wall

(West side of building) is also in poor condition and requires a substantial tear out and rebuild. The North wall exterior is being damaged by dumpsters placed by the Town as an unauthorized encroachment on the property. Discussions are now under way with the town manager and town council to relocate the dumpsters so that the wall can be repaired.

NARRATIVE SUMMARY OF THE EXTERIOR PROJECT

Repair the Roof: Contractors are now evaluating the most efficient approach to this aspect of the project. The roof is not visible except from a ladder. Either the framing and metal will be repaired and reconditioned, or it will be fully removed and replaced with the same framing and a new rubber membrane over insulated board type design, the same as the roof on the Kellys building.

The front window casings will be repaired to their original dimensions, (which are obvious both inside and out, interior trim is still in place and openings are original but studded with wood for boardup) with replacement of the steel lintels, and tempered storefront glass display windows will be installed per building code requirements. The 2 front doors will be replaced with wood doors with single pane glass very similar to the doors on the Hotel Blue building. The transoms above the doors will be rebuilt to the original design with glass replacement per building code.

The paint on the brick face will be removed with paint remover and the front of the building washed and re-pointed. The worst section of the brick on the rear wall will be dismantled and reassembled. Some nominal modification of the rear wall window and door openings is

anticipated for standard door opening sizes and windows suited to the new floor plans. The rear of the building is only visible from the alley which connects Pine Street to Harbor Avenue, and only from easterly travel in the alley.

REQUEST FOR ADMINISTRATOR APPROVAL

Pursuant to the review board section of the Cape Charles Historic District guidelines, a certificate of appropriateness is required for changes. The applicant submits that no changes are proposed to the character or design of the building. No changes which will affect the appearance of the building are proposed, only repair to its very obvious original design. The request is only for repair and replacement of the



original design. In accordance with the review board guidance documents, the administrator is requested to review the building and approve the issuance of the required building permits.



The brick under the cornice area on the south side front has been painted. The raw brick is a brown/tan color matches the Kellys Building brick.

The North side is in a traditional red brick color with no paint.





The original south side interior window opening has a wood insert that will be removed and replaced with a storefront display window. The steel



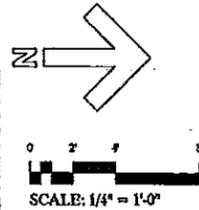
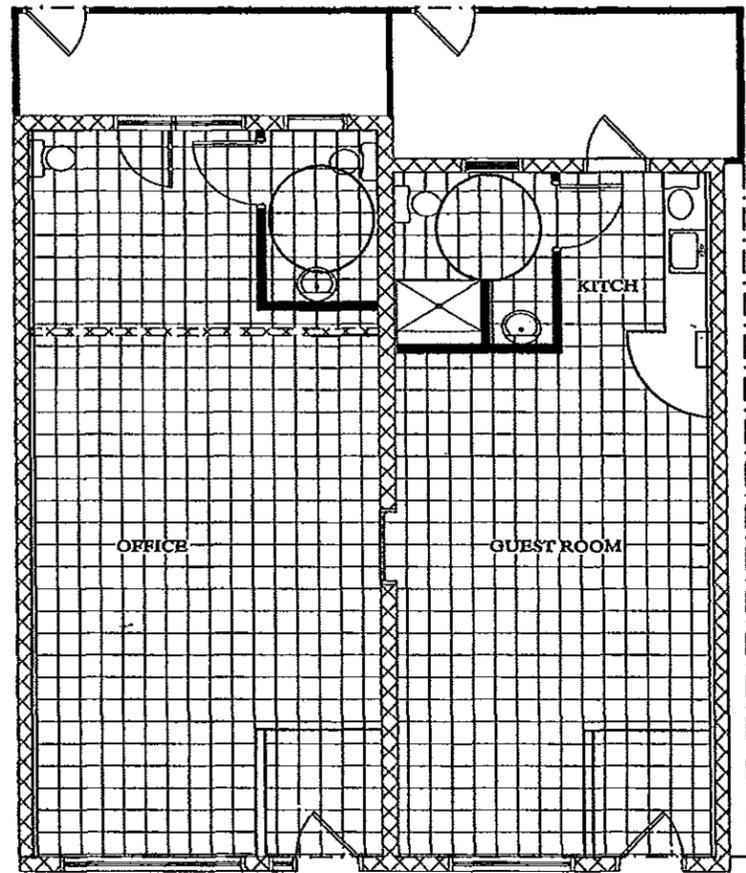
lintel will be replaced and the opening wood framed for glass installation.



PHONE 757 377 4222

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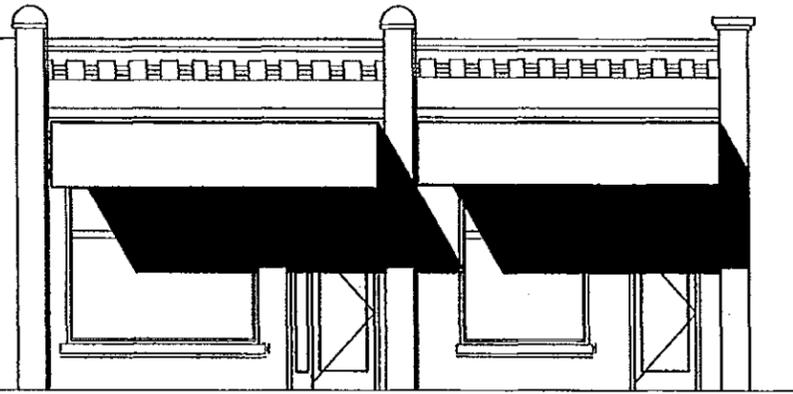
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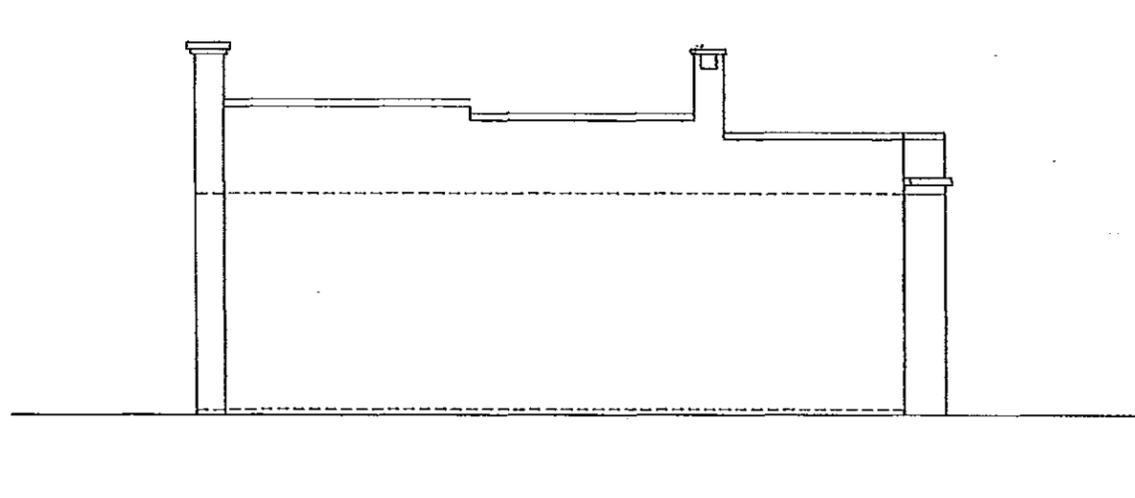
*(DRAFT FLOOR PLAN ONLY)
NOT FINAL*

FIRST FLOOR

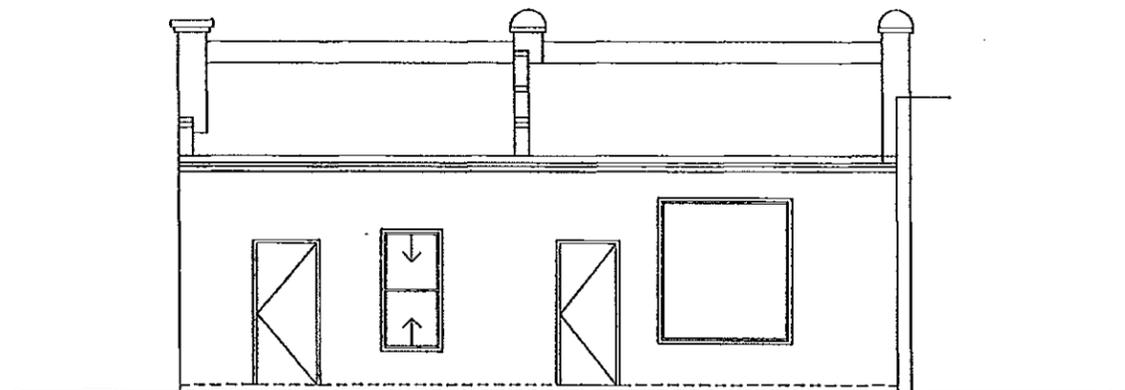
- REMOVE PAINT
- POINT MORTAR
- PROVIDE AWNINGS
- PROVIDE DOORS AND PLATE GLASS



FRONT (EAST) ELEVATION



SIDE (NORTH) ELEVATION



REAR (WEST) ELEVATION

1 Pine Street Cape Charles, VA

PRELIMINARY DESIGN



PARHAM

210 HARBOR AVENUE, CAPE CHARLES VIRGINIA 23310-3217
757.331.8133 ... rktek@verizon.net
PARHAM ARCHITECT, R.A., NCARB

201311

LP	11/6/13		SK-1
	as		

Historic District Review Board Staff Report

From: Rob Testerman
Date: November 13, 2013
Item: 4C – 619 Monroe Ave.
Attachments: Application, Drawings, Photos

Application Specifics

An application has been received from QS LLC representing Jim and Jocelyn Blanchard for an addition of a second floor bedroom to an existing home. The addition would be 35'x35' creating an additional 1200 sq. ft., the work would be done within the existing footprint of the home. The siding will be hardiplank.

Discussion

- The house is listed as a contributing structure.
- The siding is proposed to be a hardiplank siding, which is consistent with the guidelines.
- The proposed roof style is in keeping with the character of the historic district and can be found on at least one other example in the district (photo attached).

Recommendation

The proposed addition is consistent with the Historic District Guidelines and with the character of the surrounding neighborhood. Staff recommends approval of the Certificate of Appropriateness.

MUNICIPAL CORPORATION OF CAPE CHARLES, VIRGINIA

Application for Historic District Review

Date: 11/5/13
* (Attach plans)

Permit No.: _____
Fee: \$50.00

Applicant: QS LLC Signature: _____
Address: P.O. Box 1090 Cheriton, VA 23316 Cape Charles, VA 23310
Telephone: (757) 708-6404 Cell: _____

Owner(s): Jim and Jocelyn Blanchard
Address: 619 Monroe Ave. City: Cape Charles State: VA Zip: 23310

Contractor: QS LLC
Address: P.O. Box 1090 City: Cheriton State: VA Zip: 23316
Telephone: (757) 708-6404 Cell: (757) 615-0355
Town License No.: 13-0175 State License No.: 2705142263

Location of Improvement: 619 Monroe Ave.
Lot No.: _____ Block No.: _____ Lot Size: _____ Lot Area: _____
Type of Improvement: Bedroom
Proposed Use: Residential
Estimated Construction Costs: _____

Dimension of Structure or Improvement:
Width: 35 Length: 35 Height: 18'
Total Square Footage: 1200 ±

Structure of Improvement will be set back:

within existing footprint { _____ from front property line
_____ from side property line
_____ from side property line on corner lot
_____ from rear property line
_____ from alley

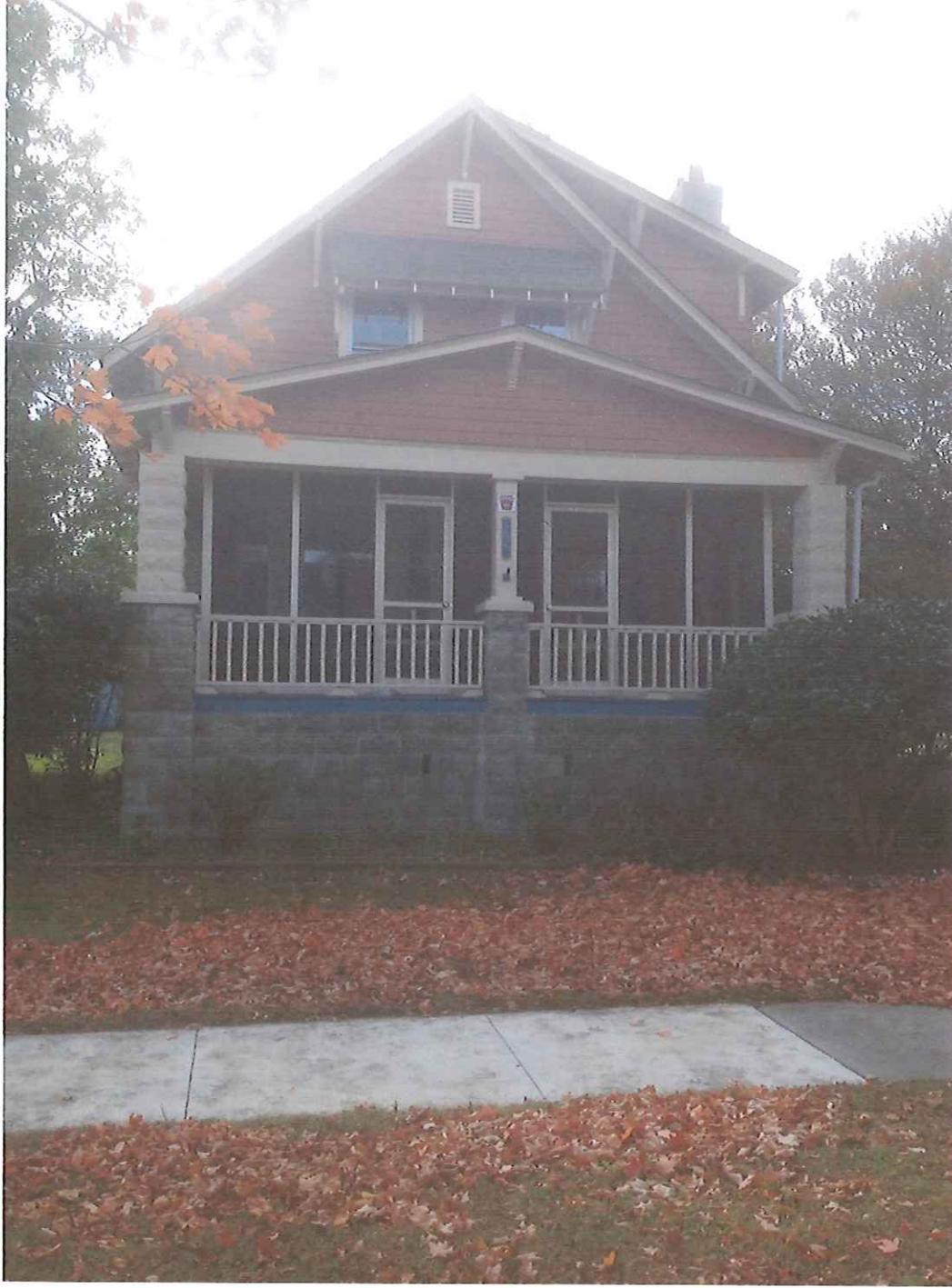
Town Water Permit: _____ Town Sewer Permit: _____

CERTIFICATION OF APPLICANT

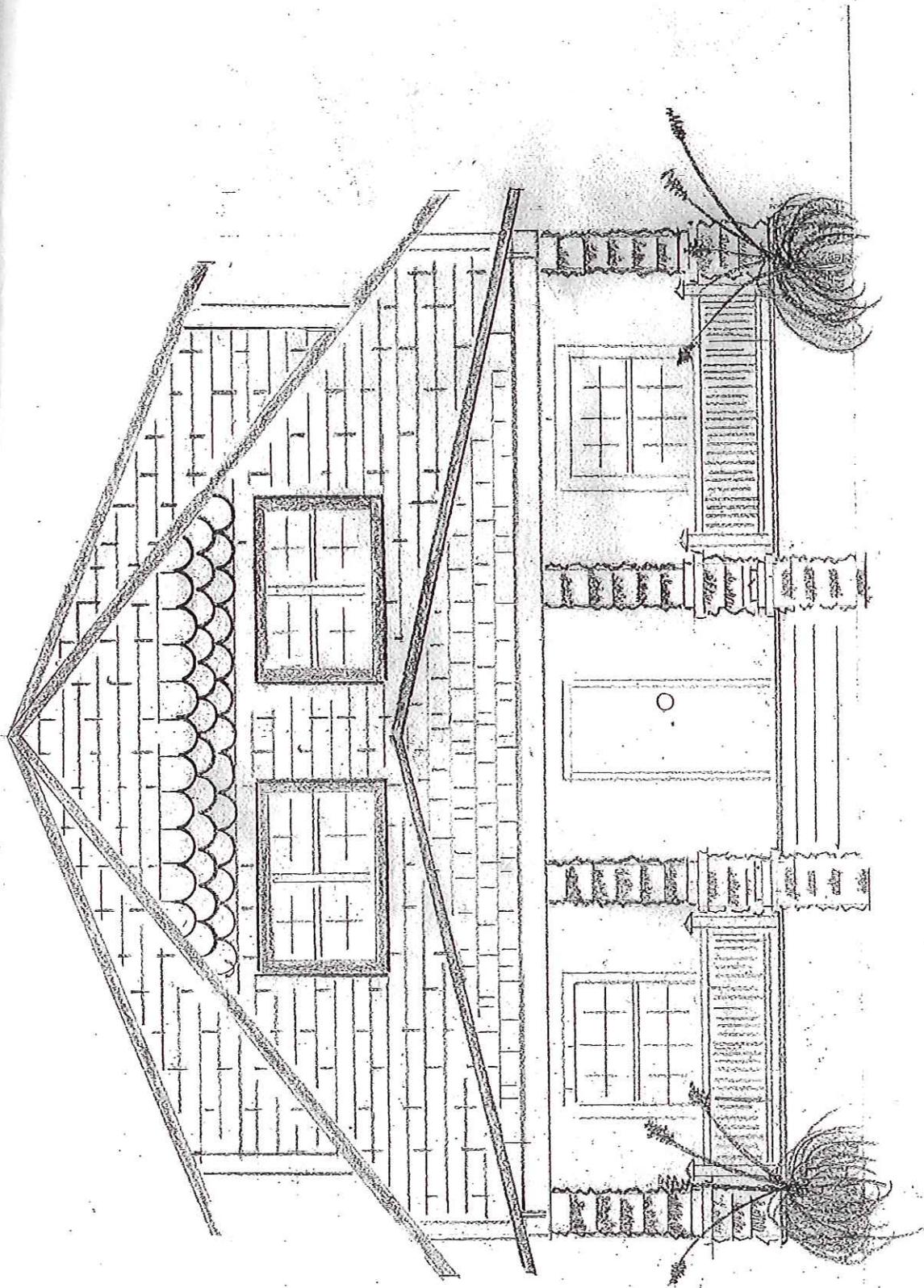
I hereby certify that I have the authority to make the foregoing application, that the information given is true and correct, and that the construction or improvements will conform to the regulations in the Virginia Statewide Building Code, all pertinent Town Ordinances, including fire, sewer, and water ordinances, and private building restrictions, if any, which may be imposed on the property by deed. Furthermore, I certify that the changes to the improvement before or during construction will be provided to the Zoning Administrator and Building Official before such changes are constructed.

Signature of Owner/Agent: _____









APPROVED BY:		DRAWN BY
SCALE:	DATE:	REVISED
DRAWING NUMBER		

Historic District Review Board Staff Report

From: Rob Testerman
Date: November 13, 2013
Item: 4D – 114 Peach Street
Attachments: Application, Drawings, Photos

Application Specifics

An application has been received from QS LLC representing Joe and Kim Fehrer for an addition on the second floor of the existing home. The addition is proposed to be in the rear of the home, out of view from the street. The proposed bathroom addition is to be 19'x7.5'.

Discussion

- The house is not listed as a contributing structure.
- The siding is proposed to be a hardiplank siding, which is consistent with the guidelines.
- The proposed addition is consistent in character of neighboring houses in the vicinity as shown in the photos.

Recommendation

The proposed addition is consistent with the Historic District Guidelines and with the character of the surrounding neighborhood. Staff recommends approval of the Certificate of Appropriateness.

MUNICIPAL CORPORATION OF CAPE CHARLES, VIRGINIA

Application for Historic District Review

Date: 11/5/13
* (Attach plans)

Permit No.: _____
Fee: \$50.00

Applicant: QS LLC Signature: _____
Address: P.O. Box 1090, Cheriton, VA 23316 Cape Charles, VA 23310
Telephone: _____ Cell: _____

Owner(s): Joe and Kim Fehrer
Address: 114 Peach St. City: Cape Charles State: VA Zip: 23310

Contractor: QS LLC
Address: P.O. Box 1090 City: Cheriton State: VA Zip: ~~23316~~ 23316
Telephone: (757) 708-6404 Cell: (757) 615-0355
Town License No.: 13-0175 State License No.: 2705142263

Location of Improvement: 114 Peach St.
Lot No.: _____ Block No.: _____ Lot Size: _____ Lot Area: _____
Type of Improvement: Add Bathroom
Proposed Use: Residential
Estimated Construction Costs: _____

Dimension of Structure or Improvement:
Width: 19 Length: 7.5' Height: 24'
Total Square Footage: 285

Structure of Improvement will be set back:

<u>30' +</u>	from front property line
<u>6' +</u>	from side property line
<u>23'</u>	from side property line on corner lot
<u>NA</u>	from rear property line
	from alley

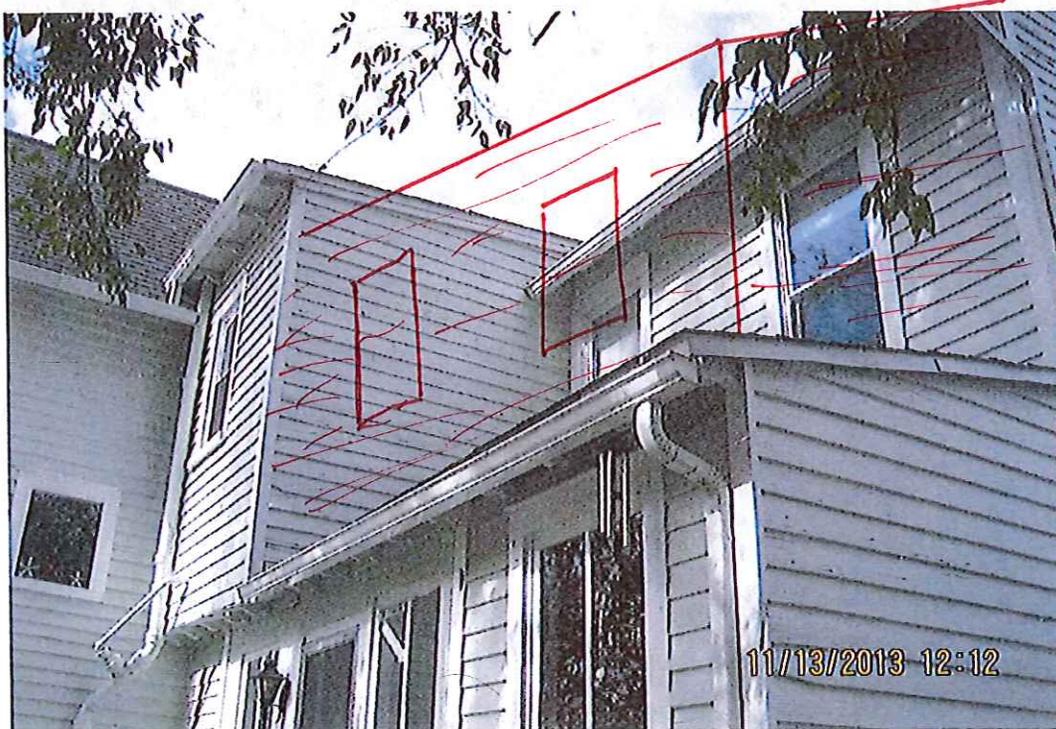
Town Water Permit: _____ Town Sewer Permit: _____

CERTIFICATION OF APPLICANT

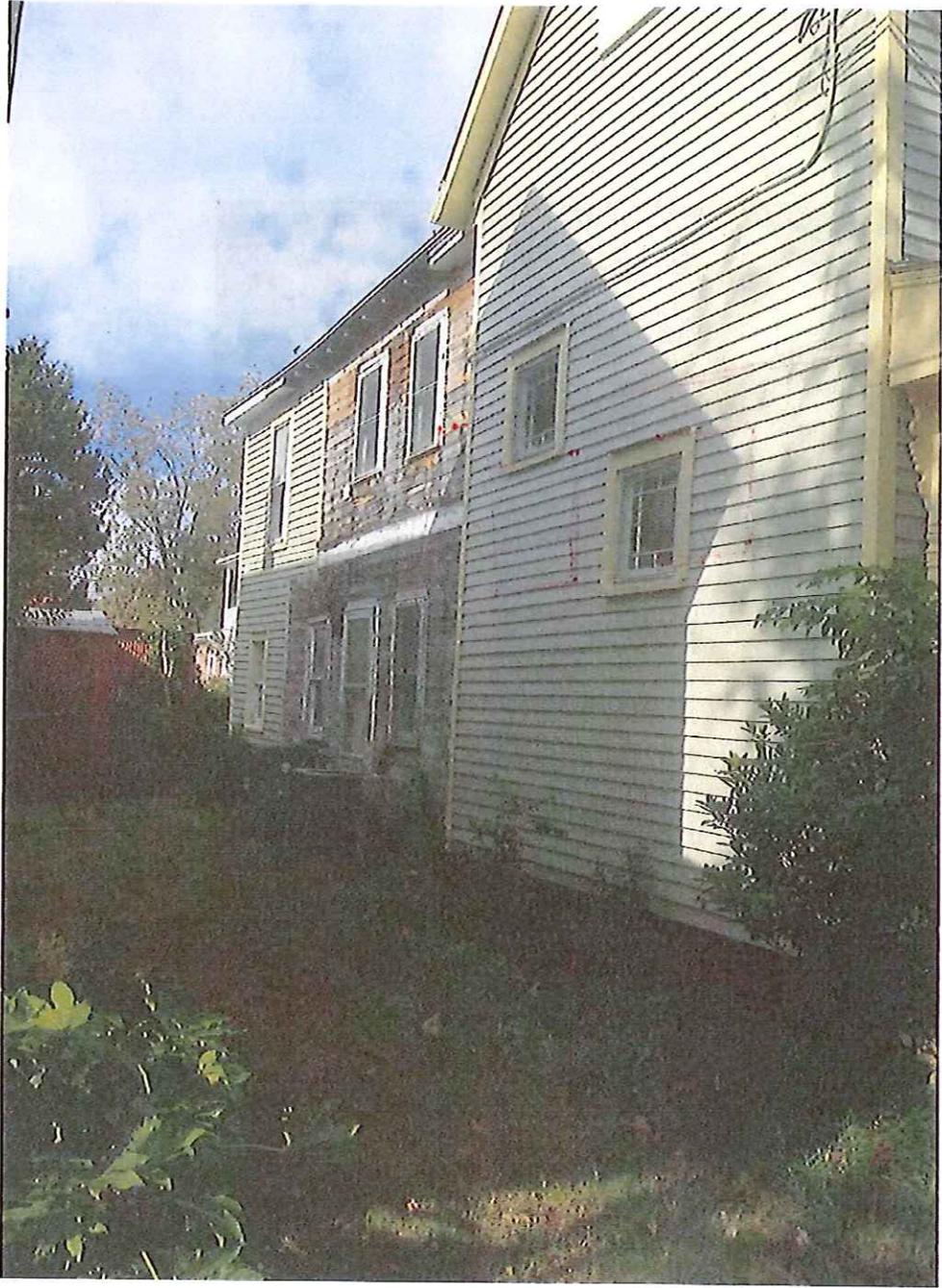
I hereby certify that I have the authority to make the foregoing application, that the information given is true and correct, and that the construction or improvements will conform to the regulations in the Virginia Statewide Building Code, all pertinent Town Ordinances, including fire, sewer, and water ordinances, and private building restrictions, if any, which may be imposed on the property by deed. Furthermore, I certify that the changes to the improvement before or during construction will be provided to the Zoning Administrator and Building Official before such changes are constructed.

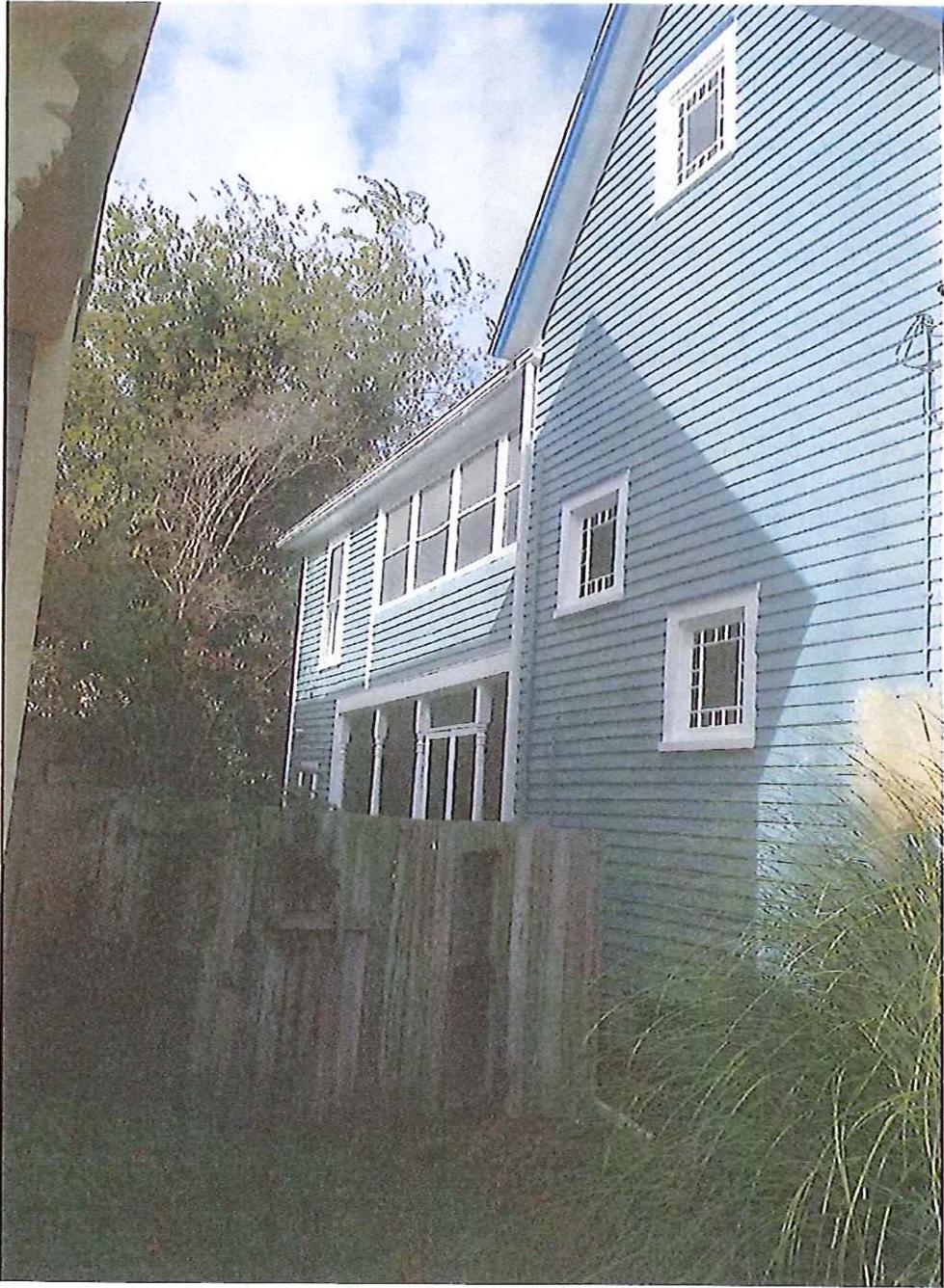
Signature of Owner/Agent: _____







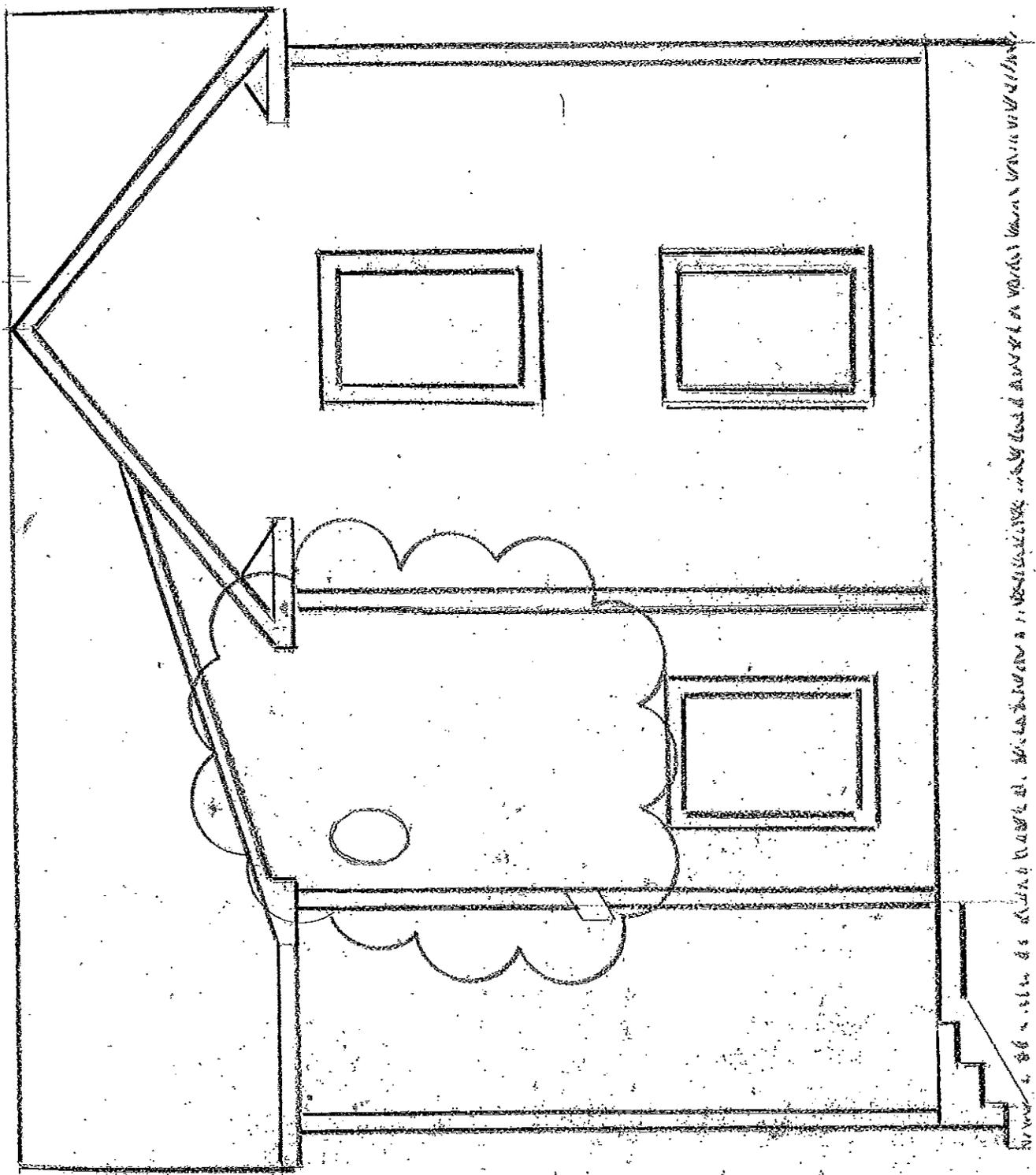








Hand-drawn architectural sketch of a two-story building with a gabled roof, multiple windows, and a decorative scalloped roofline.



Hand-drawn floor plan of a room with a gabled roof, three windows, and a scalloped partition.