

Historic District Review Board

Regular Session Agenda

October 15, 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. 219 Jefferson Avenue – Addition of a dormer in rear of house
 - B. 309 Mason Avenue – Addition to rear of building
5. Old Business
6. Announcements
7. Adjourn



DRAFT
HISTORIC DISTRICT REVIEW BOARD
Public Hearing and Regular Meeting
Town Hall
September 17, 2013
4:30 p.m.

At 4:30 p.m. Chairman David Gay, having established a quorum, called to order the Public Hearing of the Historic District Review Board. In addition to David Gay, present were John Caton, Joe Fehrer and Terry Strub. Ted Warner was absent. Also in attendance were Town Planner Rob Testerman and Assistant Town Clerk Amanda Hurley. 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.

David Gay read the public hearing advertisement announcing that the evening's Public Hearing was to hear public comment regarding the proposed modifications to the HDRB By-Laws.

PUBLIC COMMENTS:

There were no comments from the public nor any written comments submitted prior to the meeting.

CONSENT AGENDA:

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

The Historic District Review Board reviewed the minutes of the August 20, 2013 Regular Meeting.

Terry Strub noted two typographical errors on page five.

Motion made by Terry Strub, seconded by John Caton, to approve the minutes of the August 20, 2013 Regular Meeting as amended. The motion was unanimously approved.

NEW BUSINESS:

A. 209 Jefferson Avenue

Rob Testerman explained that the applicant had submitted two different drawings that they were considering and stated that the two proposals were similar and both would occupy the same footprint. In proposal A, the applicant was proposing to construct a full living room addition on the rear and in proposal B, the applicant was proposing to construct an enclosed screened in porch on the rear. The following installations were included in Proposal A: i) four double hung windows with one on the west side of the addition and three on the rear of the addition; ii) a glass sliding door on the rear; and iii) a side door on the east side of the addition which would include a window on the upper half of the door. The following installations were included in Proposal B: i) three double hung windows with one on the west side of the addition and two on the rear; ii) a section of the rear addition would be a covered porch with a door exiting into the rear yard; and iii) a side door on the east side of the addition which would include a window on the upper half of the door. Rob Testerman explained that the applicant clarified that the new windows would be the six over six like what was on the existing house. The siding, building materials and roof pitch would match the existing. Rob Testerman pointed out that the guidelines stated porches should not be enclosed, but it was referring to existing porches on contributing structures and this was not a contributing structure, so he did not feel it conflicted with the guidelines.

David Gay commented that he had talked to Tom Bonadeo in the past and he had informed David Gay that you could screen in a porch, but could not build a solid wall or half wall because it changed the look. David Gay went on to state that screened in porches were traditional and this application did not appear to hurt anything historic.

Rob Testerman reminded the Board that a couple months ago, they had approved the rear porch enclosure at 114 Randolph Avenue.

Rob Testerman stated that as long as there were no other objections, staff recommended approval of the application as neither proposal seemed to conflict with the guidelines.

Motion made by Joe Fehrer, seconded by John Caton, to approve Plan A as presented per the applicant's request. The motion was unanimously approved.

Motion made by Terry Strub, seconded by John Caton, to approve alternate Plan B as presented per the applicant's request. The motion was unanimously approved.

OLD BUSINESS:

David Gay asked Rob Testerman how the construction and chimney replacement was going on the house they approved previously at 621 Jefferson Avenue. Rob Testerman replied that he checked on the structure periodically but, as of 9/16 there was still no chimney. Rob Testerman stated that he would ask Code Official Jeb Brady about the time frame for the construction of the chimney.

B. HDRB By-Laws Change:

Rob Testerman explained that the version of the By-Laws that was sent to the Board last month included a small change that was discussed at the 8/20 meeting, but everything else remained the same. Rob Testerman pointed out that two versions were included in the packet. The first draft included the tracked changes on the old version and the second draft was the new version with all the changes.

John Caton asked if Town Council reviewed and approved the HDRB By-Laws. David Gay stated that an attorney had reviewed the By-Laws. Rob Testerman stated that Town Council did not do a formal review of the By-Laws but reviewed and provided comments via email. David Gay commented that the time change made the HDRB consistent with other Boards and Commissions.

Motion made by John Caton, seconded by Terry Strub, to approve the HDRB By-Laws as presented. The motion was unanimously approved.

ANNOUNCEMENTS:

Rob Testerman stated that he was waiting on clarification for the fees of the subscription for the National Alliance of Preservation Commissions. On the website, it stated that an individual membership fee was \$35 and municipalities with a population of 5K or less was a \$50 membership fee and Rob Testerman wanted to verify that the \$50 fee included all Board members.

Terry Strub asked about the publications and Rob Testerman stated that there would be a monthly or bi-monthly newsletter mailed to everyone and there were other documents available on the website and possibly a forum.

Rob Testerman stated that earlier in the month he had emailed the Board information on a Historic Preservation Conference in Roanoke and explained that it was for informational purposes, as the budget did not permit all the Board members to attend.

Motion made by Terry Strub, seconded by Joe Fehrer, 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: October 9, 2013

Item: 4A – 219 Jefferson, Addition

Attachments: Application, Survey, Drawings, and Photos

Application Specifics

An application has been received from Mr. John Polizos for the addition of a dormer on the rear of their house at 219 Jefferson Avenue. The proposed dormer would be 7'7" wide x 13' long and 8' tall. The dormer is proposed to have French doors installed on them. The proposal calls for vinyl siding. In front of the dormer will be a small platform with a metal handrail.

Discussion

- The existing home is not a contributing structure.
- The existing house currently has dormers on the three other sides of the roof (south, east and west). The addition of a dormer in the rear would be architecturally compatible with the character of the district as dormers are quite common in the district.
- Although synthetic siding such as vinyl siding is not generally the preferred material, it would be acceptable in this instance. The siding will match the color of the existing house. Also, the dormer will not be visible from the street, as it is on the rear of the house, and in 2006, the HDRB approved an accessory building on this same lot that used vinyl siding, it was deemed appropriate because it would not be visible from the street.

Recommendation

For the reasons listed above, staff recommends approval of the Certificate of Appropriateness.

MUNICIPAL CORPORATION OF CAPE CHARLES, VIRGINIA

Application for Historic District Review

Date: 9/26/2013
* (Attach plans)

Permit No.: _____
Fee: \$50.00

Applicant: John Z Polyzos Signature: John Z Polyzos
Address: 219 Jefferson Avenue, Cape Charles, VA 23310
Telephone: 410 507 1467 Cell: 410 507 1467
05 4159

Owner(s): As Above
Address: _____ City: _____ State: _____ Zip: _____

Contractor: As Above
Address: _____ City: _____ State: _____ Zip: _____
Telephone: _____ Cell: _____
Town License No.: _____ State License No.: _____

Location of Improvement: 219 Jefferson Ave Cape Charles VA 23310
Lot No.: 98 Block No.: _____ Lot Size: _____ Lot Area: _____
Type of Improvement: ADD DOWNY REAR OF HOUSE
Proposed Use: _____
Estimated Construction Costs: 600

Dimension of Structure or Improvement:
Width: 7-7" Length: 13' Height: 8'
Total Square Footage: _____

Structure of Improvement will be set back:

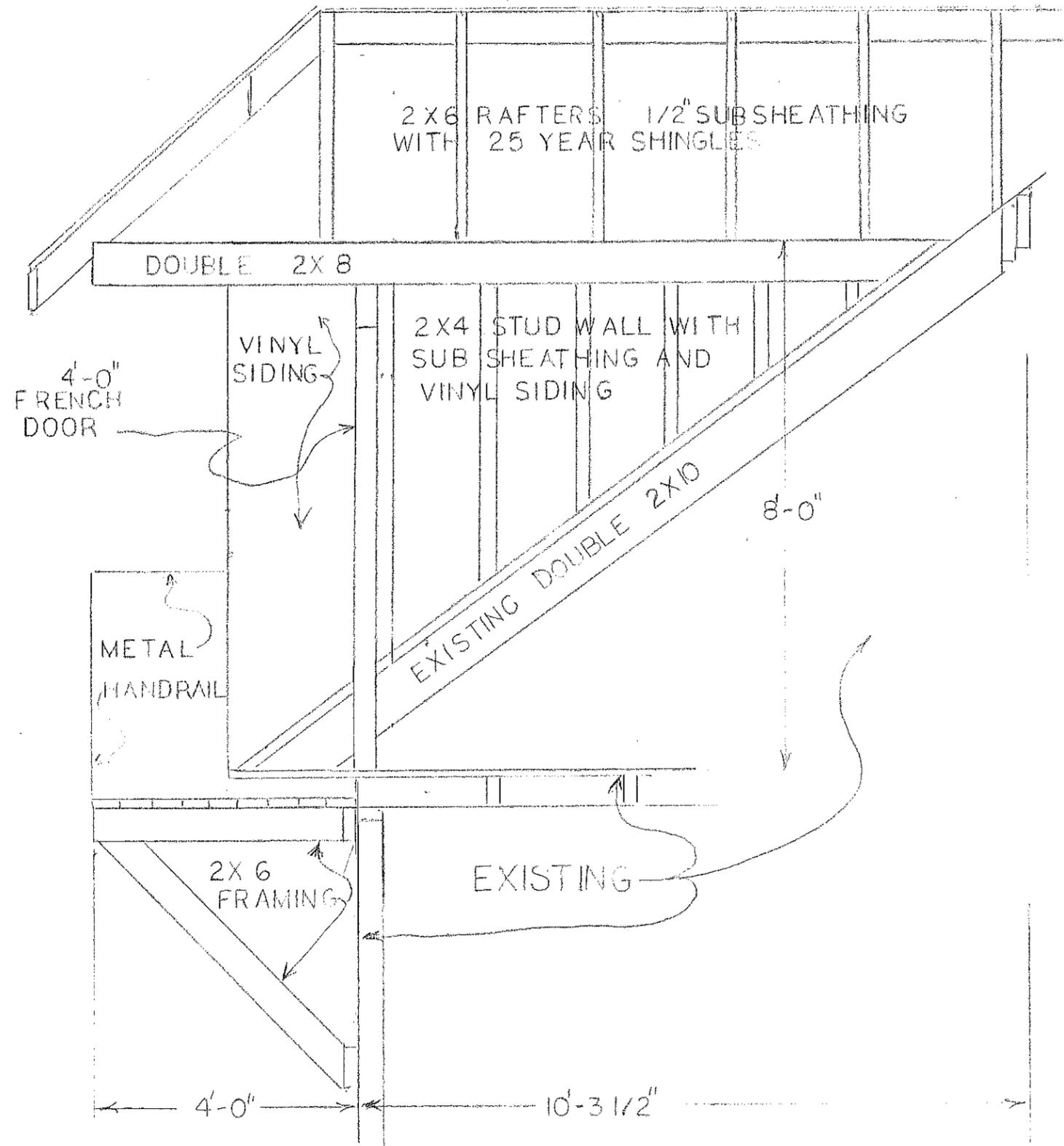
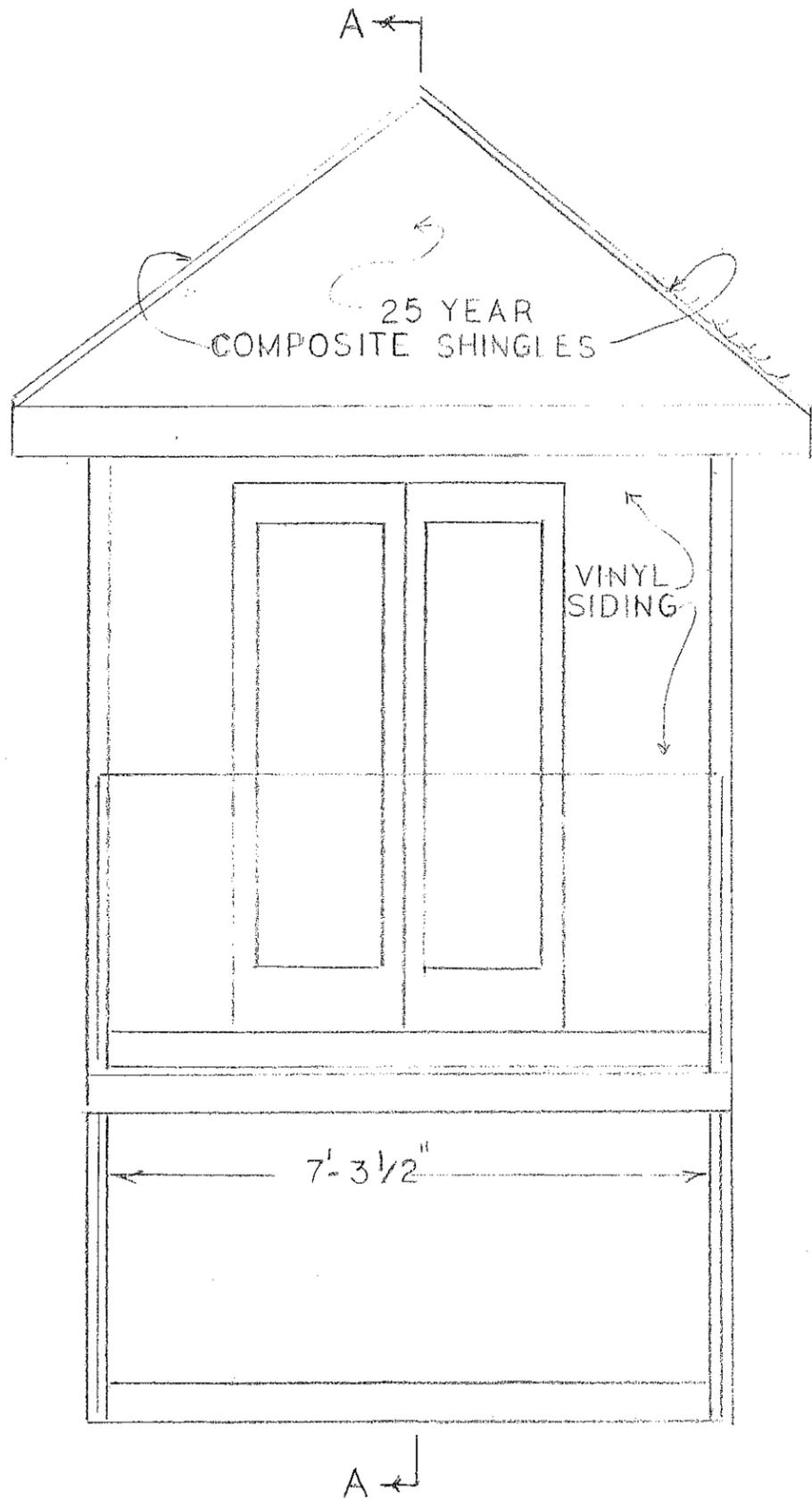
<u>N/A</u>	from front property line
<u>N/A</u>	from side property line
<u>N/A</u>	from side property line on corner lot
<u>N/A</u>	from rear property line
<u>N/A</u>	from alley

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: John Z Polyzos 9/27/2013

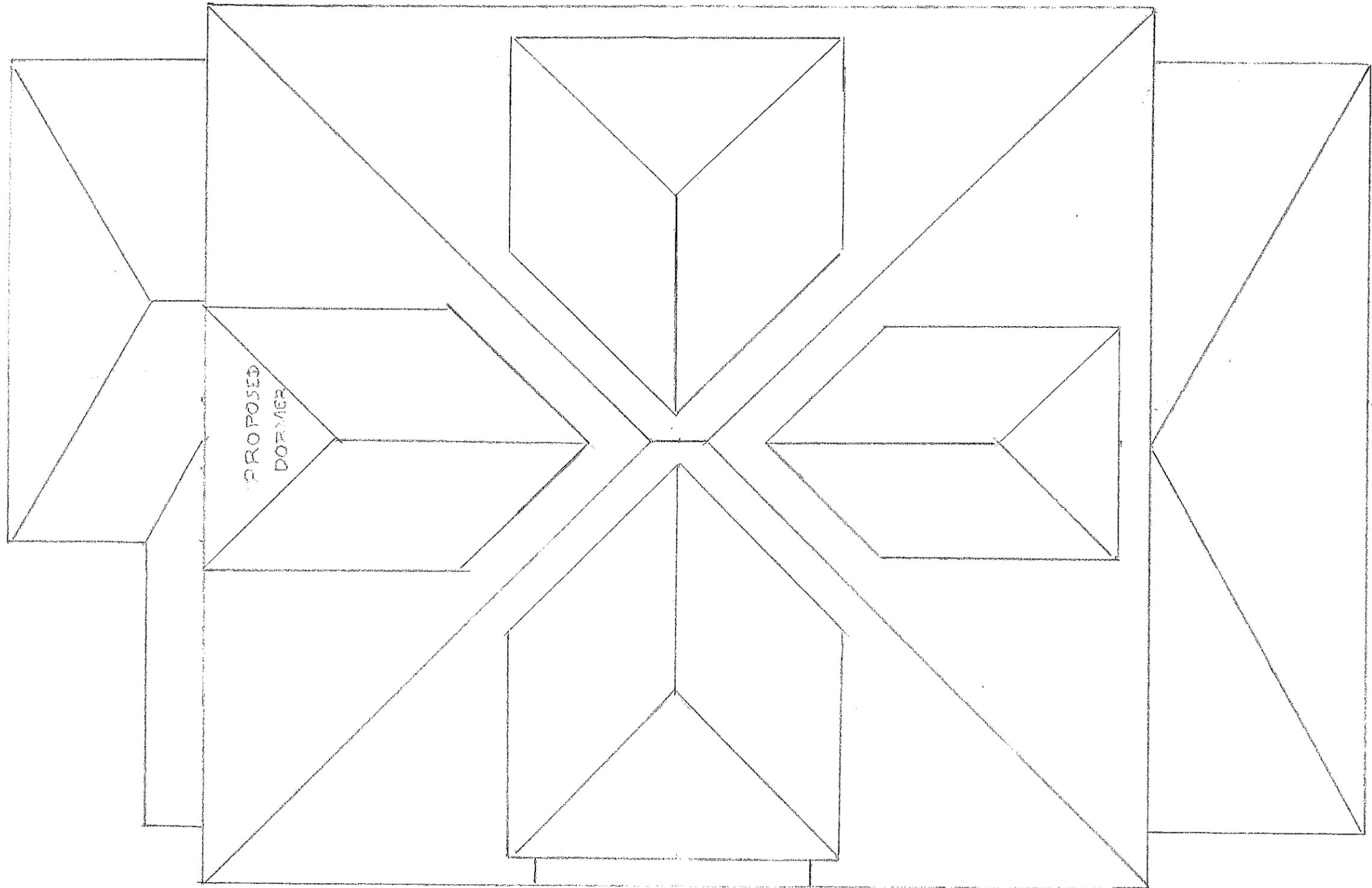


AA

PROPOSED DORM
REAR or NORTH SIDE

AERIAL VIEW

EAST



PROPOSED
DORMER

REAR

210
FRONT

WEST



10/09/2013 10:11

Historic District Review Board Staff Report

From: Rob Testerman

Date: October 9, 2013

Item: 4B – 309 Mason, Addition

Attachments: Application, Drawings, and Photos

Application Specifics

An application has been received from Mr. Gary Williams for an addition on the rear of shop at 309 Mason Avenue. The proposed one story addition would extend 23'6" in the rear of the building, and provide the applicant with approximately 400 additional square feet of space. The rear will have two new exterior outward opening doors.

Discussion

- The existing shop is listed as a contributing structure
- The bulk of the work is proposed for the rear of the building, only visible from the alleyway.
- On the storefront, the existing scupper and leader is to remain (repaired as required), the existing permastone is to remain, the existing awning cover is to remain, the leaded glass, door and storefront are to remain, and be protected during constructed, and the existing door is to be refurbished as required.

Recommendation

Because the proposed addition is in the rear of the shop, not visible from the street, and the area that is visible from the street is remaining virtually unaltered, staff recommends approval of the Certificate of Appropriateness

MUNICIPAL CORPORATION OF CAPE CHARLES, VIRGINIA

Application for Historic District Review

Date: 9-25-13

Permit No.: _____

*(Attach plans)

Fee: \$50.00

Applicant: LEON PARKER

Signature: [Signature]

Address: 210 HARBOUR AVE

Cape Charles, VA 23310

Telephone: 757 331 8133

Cell: 757 331 0591

Owner(s): GARY WILLIAM

Address: 8 MINCHEN CT City: C.C. State: VA Zip: 23310

Contractor: SEAN INGRAM

Address: _____ City: _____ State: _____ Zip: _____

Telephone: _____ Cell: _____

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

Location of Improvement: 309 MASON DR

Lot No.: 611C Block No.: _____ Lot Size: 14.93x 140 Lot Area: 2090.2

Type of Improvement: RENOVATION & ADDITION

Proposed Use: _____

Estimated Construction Costs: _____

Dimension of Structure or Improvement: ADDITION 400' EXIST. 1190'

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
- 16' _____ from alley

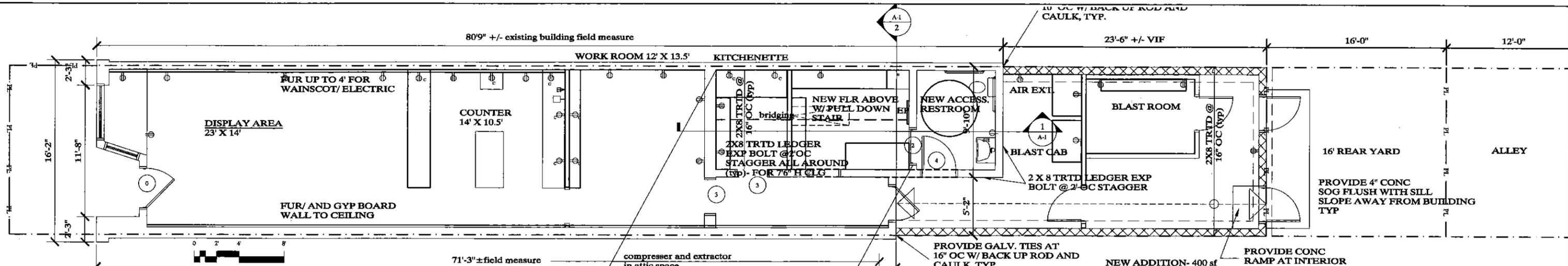
Town Water Permit: _____

Town Sewer Permit: _____

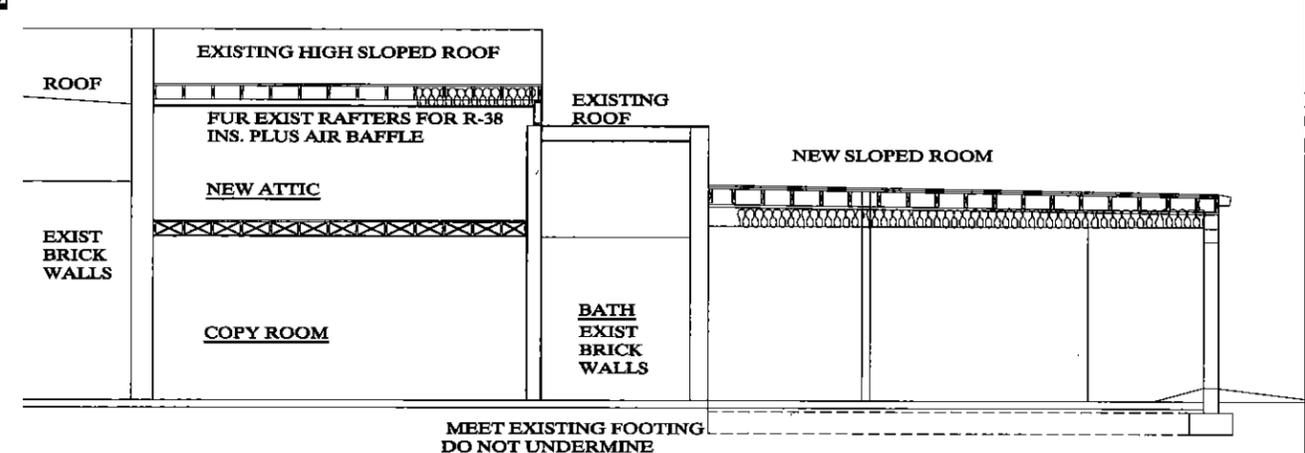
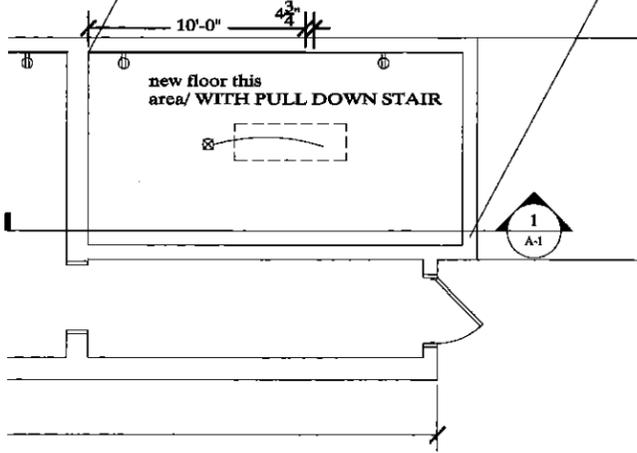
CERTIFICATION OF APPLICANT

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: _____



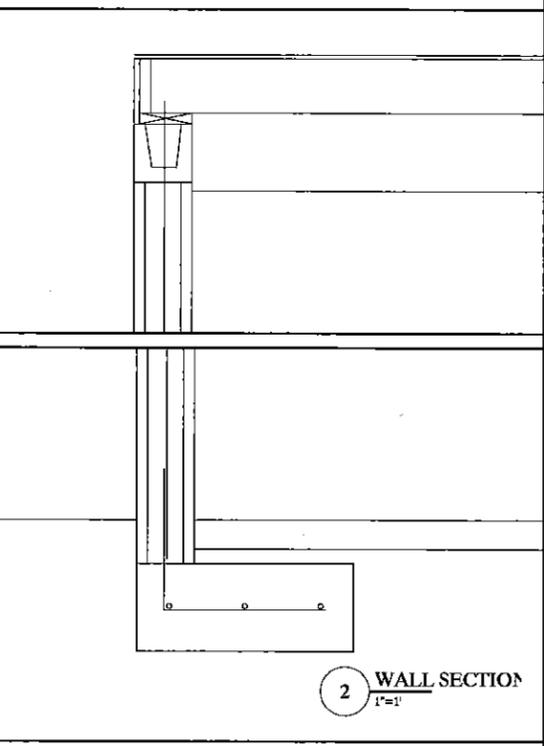
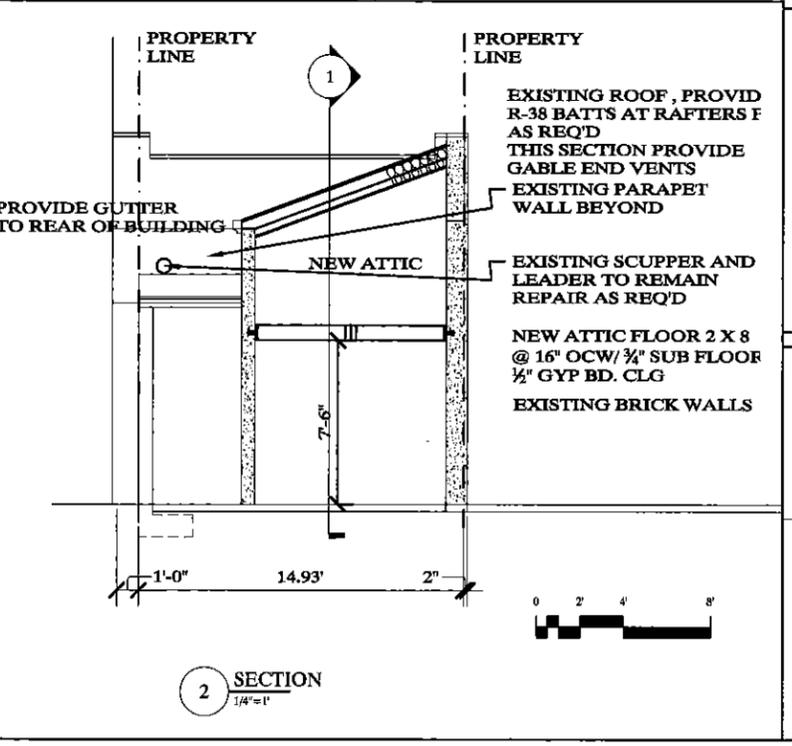
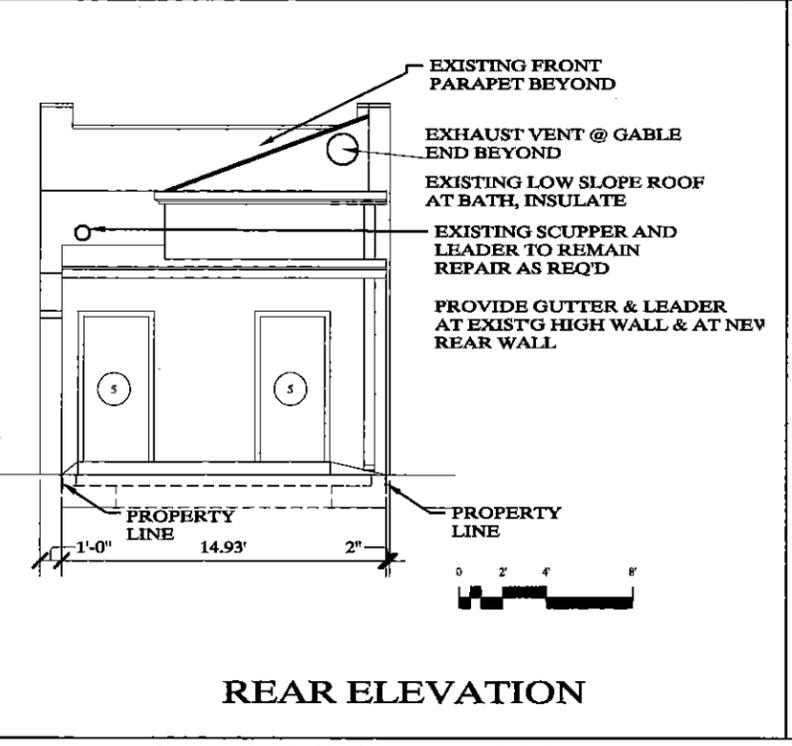
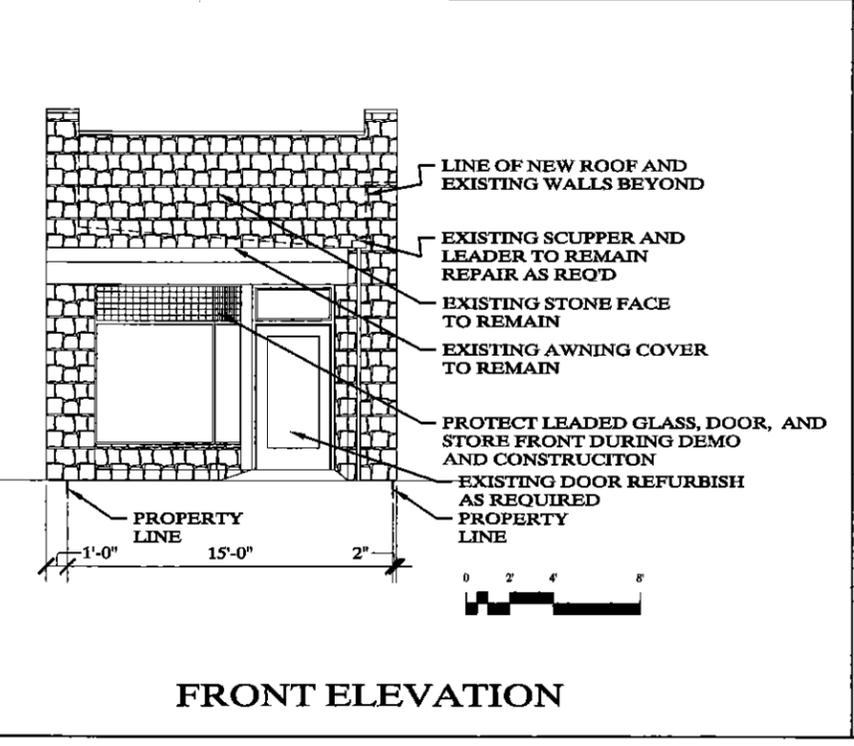
ROOM FINISH NOTES:
 FLOOR- PATCH FLOOR AS REQUIRED, EDGES, FRONT WINDOW AREA, AND DAMAGE AS REQUIRED. SEAL AND PREPARE FLOOR FOR EPOXY PAINT THROUGHOUT PAINT WITH "GARAGE" FLOOR TYPE PAINT WITH COLOR CHIPS AS SELECTED. PROVIDE FRAME RAISED FLOOR IN FRONT WINDOW LEVEL WITH WINDOW FRAME. PROVIDE DROPPED CLG AS SHOWN, LEVEL AT TOP OF LEADED GLASS TRANSOM.
WALLS:
DISPLAY AREA- WEST- FUR AND GYP BOARD FOR PAINTED WAINSCOT 4' HIGH. CLEAN AND SEAL BRICK ABOVE TO NEW CEILING. EAST- FULL HEIGHT FUR AND GYP BOARD. SOUTH- REFINISH EXISTING WOOD TRIM, PROVIDE GYP BOARD FOR PAINT
COUNTER AREA- PROVIDE 4" SPACE FOR DUCT FORM LAZER TO EQUIPMENT IN WORK ROOM.
WORK ROOM AND PREP ROOM- NEW WALLS TO BE GYP BOARD FOR PAINT. PROVIDE 4" DUCT UP THROUGH WALL TO ATTIC AND BACK TO MECHANICAL LOFT TO BACK WALL.
ETCH ROOM- FUR AND GYP BOARD, WITH MASONITE SMOOTH SIDE OUT ON WALLS AND CEILING. PROVIDE 4" HOLE FOR HOSE FROM EXTRACTOR IN MECHANICAL LOFT ABOVE. PROVIDE HOLE FOR AIR HOSE TO MASK.
SMALL ETCH - FUR AND GYP BOARD FOR PAINT WALLS AND HIGH CLG
ACCESS BATH ROOM- FUR AND GYP BOARD FOR PAINT WALLS AND CLG



FIRST FLOOR AND ROOF FRAMING PLAN

NEW ATTIC PART PLAN

SECTION AT NEW ATTIC AND ADDITION

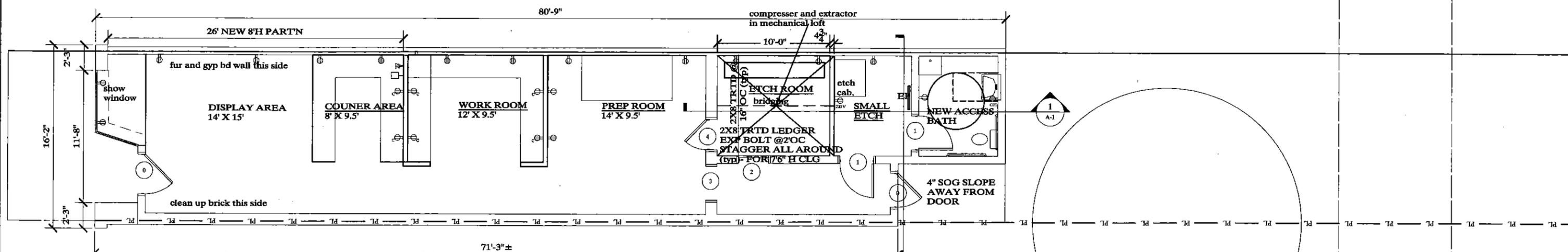


FRONT ELEVATION

REAR ELEVATION

SECTION 2

WALL SECTION 2



FIRST FLOOR AND ROOF FRAMING PLAN

ROOM FINISH NOTES:

FLOOR- PATCH FLOOR AS REQUIRED, EDGES, FRONT WINDOW AREA, AND DAMAGE AS REQUIRED. SEAL AND PREPARE FLOOR FOR EPOXY PAINT THROUGHOUT PAINT WITH "GARAGE" FLOOR TYPE PAINT WITH COLOR CHIPS AS SELECTED. PROVIDE FRAME RAISED FLOOR IN FRONT WINDOW LEVEL WITH WINDOW FRAME. PROVIDE DROPPED CLG AS SHOWN, LEVEL AT TOP OF LEADED GLASS TRANSOM.

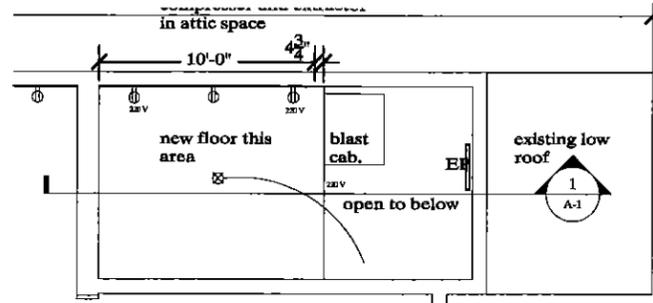
WALLS:

DISPLAY AREA- WEST- FUR AND GYP BOARD FOR PAINT. EAST- FULL LENGTH BRICK-CLEAN, SCRAPE, POINT AS NEEDED, SEAL NORTH- FULL LENGTH BRICK-CLEAN, SCRAPE, POINT AS NEEDED, SEAL SOUTH- REFINISH EXISTING WOOD TRIM, PROVIDE GYP BOARD FOR PAINT

COUNTER AREA- PROVIDE 4" SPACE FOR DUCT FORM LAZER TO EQUIPMENT IN WORK ROOM. **WORK ROOM AND PREP ROOM-** NEW WALLS TO BE GYP BOARD FOR PAINT. PROVIDE 4" DUCT UP THROUGH WALL TO ATTIC AND BACK TO MECHANICAL LOFT TO BACK WALL.

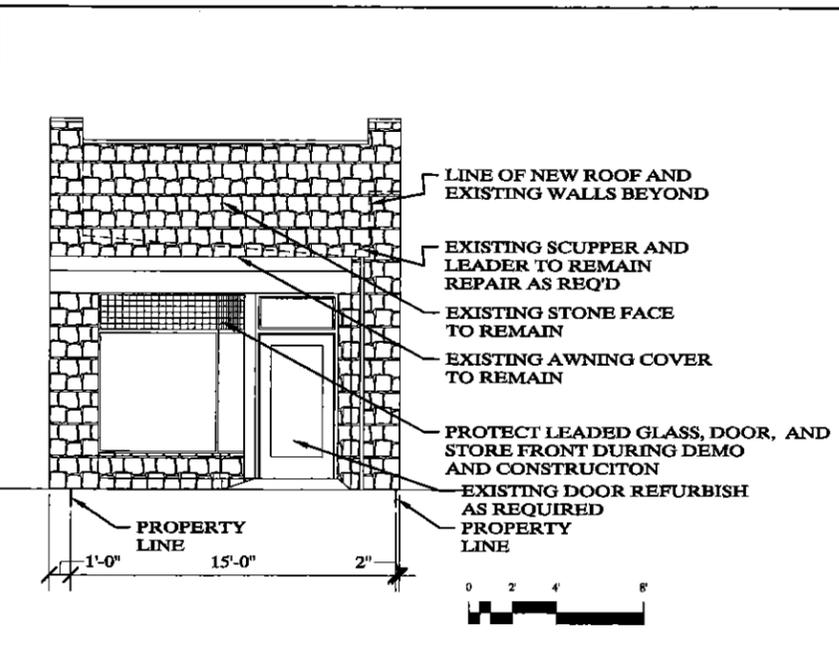
ETCH ROOM- FUR AND GYP BOARD, WITH MASONITE SMOOTH SIDE OUT ON WALLS AND CEILING. PROVIDE 4" HOLE FOR HOSE FROM EXTRACTOR IN MECHANICAL LOFT ABOVE. PROVIDE HOLE FOR AIR HOSE TO MASK.

SMALL ETCH - FUR AND GYP BOARD FOR PAINT WALLS AND HIGH CLG
ACCESS BATH ROOM- FUR AND GYP BOARD FOR PAINT WALLS AND CLG

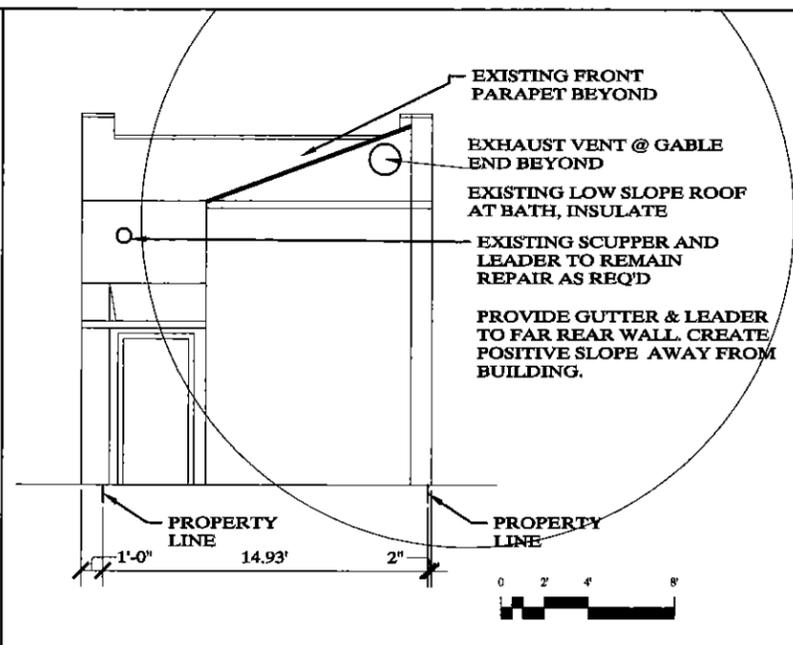


MECHANICAL LOFT PART PLAN

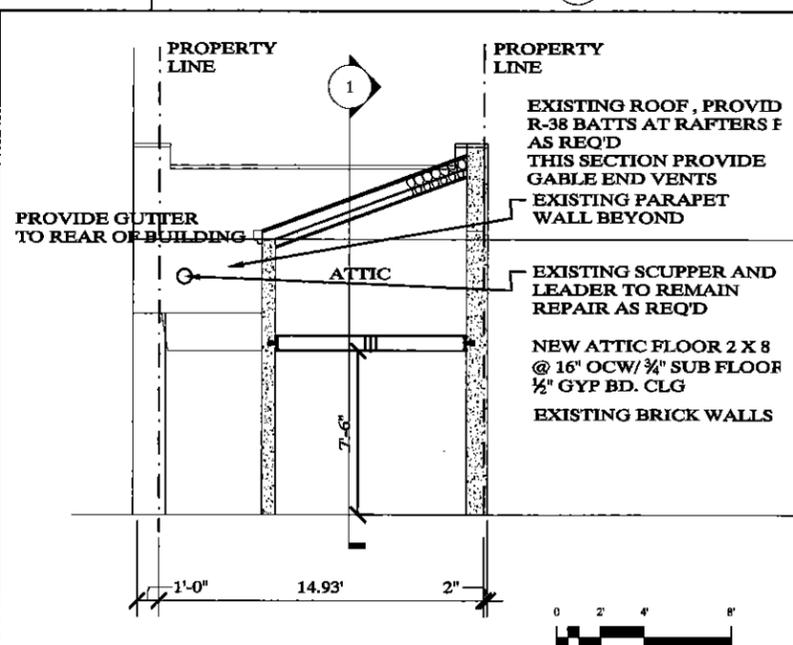
1 SECTION AT MECHANICAL LOFT
3/8"=1'



FRONT ELEVATION



REAR ELEVATION



2 SECTION
1/4"=1'



10/09/2013 10:05

309
MASON



10/09/2013 10:06