

# **Historic District Review Board**

## **Regular Session Agenda**

**February 15, 2011**

**4:30 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. **6 Randolph – Window removal and rear addition replacement**
  - B. **Election of Officers**
5. **Old Business**
  - A. **None**
6. **Announcements**
7. **Adjourn**

DRAFT  
Historic District Review Board  
Regular Session  
January 18, 2011

At approximately 4:35 p.m., in the Town Council Chamber, Chairman Russ Dunton, having established a quorum, called to order the Regular Session of the Historic District Review Board. In addition to Chairman Dunton, present were Jan Neville, Bob Sellers, and Dianne Davis. Also present were Town Planner Tom Bonadeo, Asst. Town Clerk Linda Carola and two members of the public. Chairman Dunton stated the board had one vacancy.

Dianne Davis led the Invocation and all recited the Pledge of Allegiance.

**Motion made by Dianne Davis, seconded by Bob Sellers, and unanimously approved to accept the agenda as presented.**

**Motion made by Jan Neville, seconded by Bob Sellers and unanimously approved to accept the minutes of November 16, 2010.**

**NEW BUSINESS**

**A. 113 Tazewell Avenue – Addition and Restoration**

Mr. Bonadeo informed the board that Mr. Leon Parham was present representing the owner. Mr. Bonadeo reviewed the plans and pictures with the board explaining that a complete application had been received for an addition and restoration and added that a previous owner had started work on the house and had removed the “original” addition. The board discussed the addition as follows: i) The new addition will be slightly wider; ii) The addition will be two stories and have a standing seam metal roof. There was some discussion regarding the pitch and slope of the roof; iii) There will be a first floor deck with a roof; iv) The addition meets all setbacks and ordinance requirements. The board went on to discuss the restoration as follows: i) The windows will be replaced with Marvin Infinity windows and will be a whole window replacement; ii) The front porch will be replaced with tongue and groove material and the rear deck will be floored to match; iii) The siding on the addition will be smooth hardi-plank and the front porch rails will be refinished.

Chairman Dunton asked the board if they had any questions or concerns. Dianne Davis questioned the original addition and Mr. Bonadeo stated the original addition was there in 1931. Further discussion continued regarding the original addition and photos were distributed to the board members for review. Mr. Bonadeo further clarified there was an addition with a porch and this restoration will be very close to the original. Jan Neville questioned the roof slope and Mr. Parham explained that the standing seam meets the slope requirements.

**Motion made by Bob Sellers, seconded by Jan Neville and unanimously approved the addition and restoration as proposed.**

Mr. Bonadeo indicated he will be sending a letter regarding coverage, indicating the entire back yard is hardscape; meaning decks and houses, and must be careful how much of the lot is covered for drainage, as to not to interfere with the Chesapeake Bay Preservation Act.

## **B. 6 Tazewell Avenue – Addition and Modification**

Mr. Bonadeo stated the owner was present to help answer any questions and distributed a copy of the Anderson Technical Spec for the 4-Panel Gliding Patio Doors to the board members for review, indicating this spec does not have the divided lights, in keeping with the style of windows for this type of house. Mr. Bonadeo reviewed the application and plans with the board members stating: i) Replacement of two existing windows with four doors facing the rear yard; ii) Modification of the existing rooms on the rear of the house from one story with a second floor porch to a two story addition ; iii) Siding to match the existing house; iv) Roofing to match the existing roof; v) Foundation will be modified from brick piers to solid brick; iv) A deck will be added on the rear of the house outside the four doors. Mr. Bonadeo also indicated the work may be completed in phases. Further discussion continued regarding: i) The four panel doors stating they will not have the divided lights but will be straight glass; ii) Roof pitch was discussed, asking what is the minimum pitch size needed for nailed down shingles, as the roof addition appears to be a very low pitch, suggesting roofing type and function should be reviewed and suggested a metal roof may be more appropriate; iii) The footprint will remain the same although the foundation will change due to the extra load on the second floor; iv) No plot plan was required because there are no setback issues; v) The second floor of the addition contains no window openings. Mr. Bonadeo suggested a few minor modifications: i) A window for the upstairs, to break up the solid wall in the back and in keeping with the look of the Historic District; ii) Four panel door not having dividing lights. Considerable discussion continued regarding a window for the second floor addition. Chairman Dunton stated there are two changes: i) Putting in the doors; ii) The addition in the rear. Chairman Dunton suggested each item be addressed separately and asked if any of the board members had any questions or concerns regarding the doors and there were no objections. Chairman Dunton addressed the two story addition with a blank wall with no window and asked the board's opinion on the window. Dianne Davis indicated she would like to see a window and the other board members thought it would be nice but not necessary since you could not see the window. The owner indicated she would do what was necessary, however to purchase a window would be an additional expense.

**Motion made by Jan Neville, seconded by Bob Sellers and unanimously approved to accept the plan as presented and give the applicant the option to add a window if she should decide to do so.**

Further explanation was given to the owner regarding the window and in keeping with the Historic District look, but also relaying it was not a Historic District requirement.

Discussion continued between the board members regarding the number of properties in town being purchased and restored indicating the market is picking up. Dianne Davis asked Mr. Bonadeo the definition of BMP, to which he replied Best Management Practices, actually meaning "a place where a pond holds water," citing the pond next to the Dollar General Store on Route 13 as an example.

**Motion made by Dianne Davis, seconded by Bob Sellers and unanimously approved to adjourn the Historic District Review Board Meeting.**

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Linda Carola, Asst. Town Clerk

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Russ Dunton, Chairman

# Historic District Review Board Staff Report

**From:** Tom Bonadeo  
**Date:** February 15, 2011  
**Item:** 4A – 6 Randolph – Window removal and rear addition replacement  
**Attachments:** Plans, pictures and application

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## Application Specifics

A complete application has been received for the complete removal of a window stone sill and rowlock on the east side of the house. This opening is planned to be filled with brick. The application also includes the removal and replacement of the existing rear addition (6x14) but with a larger footprint (12x19.5).

## Discussion

The addition will meet the following requirements of the ordinance:

1. The addition will not obstruct the side yard setbacks.
2. The separation will be greater than 15 feet to any accessory building.
3. The addition will be of contrasting material so as to separate it from the design and material of the original structure as required in the Secretary's Guidelines. The addition will be sided with Hardi-Plank siding matching the current siding.
4. The addition will use the same roofing as the existing house.
5. The foundation of the addition will be block and brick in keeping with the ordinance.

The following restoration will be done to the original house.

1. The second last window on the west side of the house would be removed in its' entirety and closed in with brick.

~~The existing rear addition is not the original rear porch. It is poor shape due to water damage and requires replacement. The applicant proposes to enlarge the addition replacing the existing foundation with a like brick one. No detailed information is supplied about the new window sizes or types. The existing house windows are double hung, one over one. These original windows are taller than they are wide and it would be appropriate for the replacements to have the same orientation. No door style is specified. A panel door with light would be appropriate and flush doors are not allowed by ordinance. Steps could be wood and a stoop may be required to meet building code.~~

The Historic District Guidelines, on page 40 suggest, "If a window or door opening is no longer needed, the glass should be retained and the backside frosted, screened, or shuttered so that it appears from the outside to be in use. Fix doors in place." Avoid changing the number or location of windows or doors by cutting new openings are blocking in original openings. The attached copy of page 40 shows a mismatched bricked opening. It is possible to replace brick with matching brick from the same house and match mortar joint size and color so that the opening closure is not obvious.

**Recommendation**

Review the plans and pictures and discuss the application. Staff recommends approval of the application to replace the existing back porch as proposed. The preferred method for dealing with unneeded windows is to frost the glass and/or cover the outside with shutters rather than attempt to completely close in the opening with replacement brick. Staff recommends that if the window is not needed that the preferred method would be to leave the sill in place, fill the opening with brick that is slightly recessed and complete the installation with shutters as though the window still existed.

MUNICIPAL CORPORATION OF CAPE CHARLES, VIRGINIA

Application for Historic District Review

Date 2/9/11 Permit No. \_\_\_\_\_  
 \*(Attach plans) Fee: \$50.00  
 Applicant David Gomer Signature [Signature]  
 Address 629 Tazewell Ave Cape Charles, VA 23310 Telephone 647-1001

Owner SAME City \_\_\_\_\_ State \_\_\_\_\_ ZIP Code \_\_\_\_\_  
 Address \_\_\_\_\_

Contractor SAME City \_\_\_\_\_ State \_\_\_\_\_ ZIP Code \_\_\_\_\_  
 Address \_\_\_\_\_  
 Town License No. \_\_\_\_\_ State License No. \_\_\_\_\_

Location of Improvement 6 Randolph  
 Lot No. \_\_\_\_\_ Block No. \_\_\_\_\_ Lot Size \_\_\_\_\_ Lot Area \_\_\_\_\_  
 Type of Improvement brick up 1 side window @ build 12x19 1/2 porch room  
 Proposed Use sun porch  
 Estimated Construction Costs \_\_\_\_\_

Dimension of Structure or Improvement Width 12' Length 19 1/2' Height 15'  
 Total Square Footage \_\_\_\_\_

Structure or Improvement will be set back  
n/a from front property line  
17' from side property line east  
21' from side property line on corner lot west  
85' from rear property line  
80' 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]

**Dave and Virginia Gomer** 09-08 68-7254/2514 230  
 629 Tazewell Avenue  
 Cape Charles, VA 23310  
 757-331-4305

PAY TO THE ORDER OF Town of Cape Charles \$ 50.00  
fifty dollars 2/9 20 11  
no/100 DOLLARS

**Shore Bank**  
 Cape Charles, Virginia 23310

FOR 6 Randolph [Signature] MP

owner, or contractor to  
 issuance of a building  
 ilding at 2 Plum Street in

Dave Gomer  
629 Tazewell Ave.  
Cape Charles, VA. 23310  
757-647-1001

2/9/11

## 6 Randolph Avenue

My plans are to:

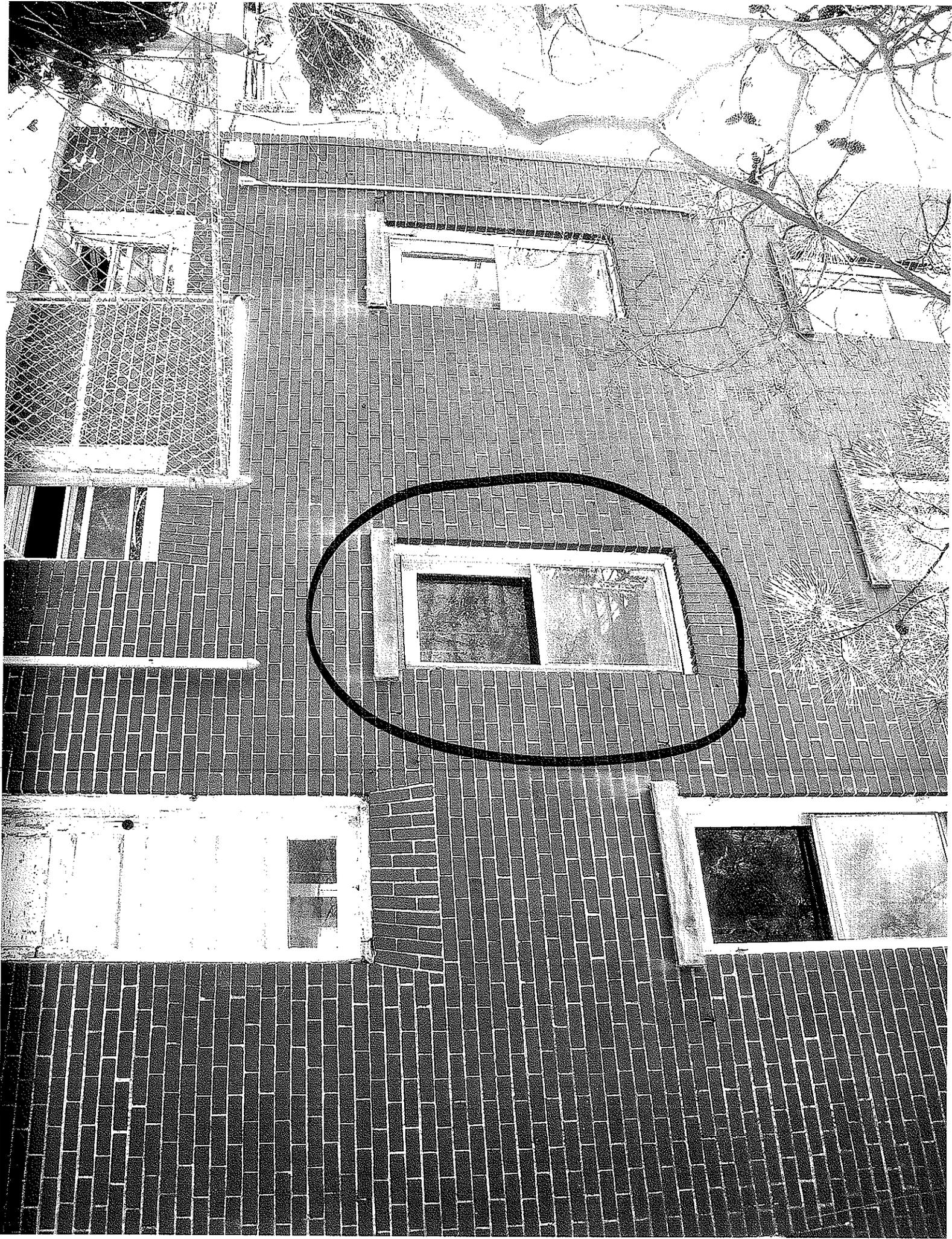
- 1.) Close off the second to last southern first floor side window with matching brick and mortar. The stone sill and keystone will be removed as well.
- 2.) Remove and replace 6' x 14.5' enclosed porch with a 12' x 19.5' enclosed porch. The new structure will have a block and brick skirt like the existing one and have a similar Hardy board siding exterior. The roof will be the same shingle as the existing roof and the same pitch. Because it will be the same height in front, the rear elevation will come up roughly one foot. This will actually be where the 1930s roofline was.

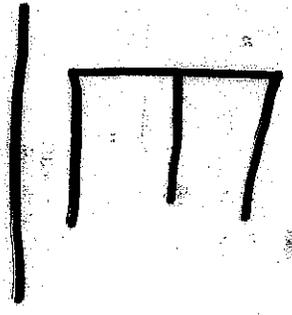
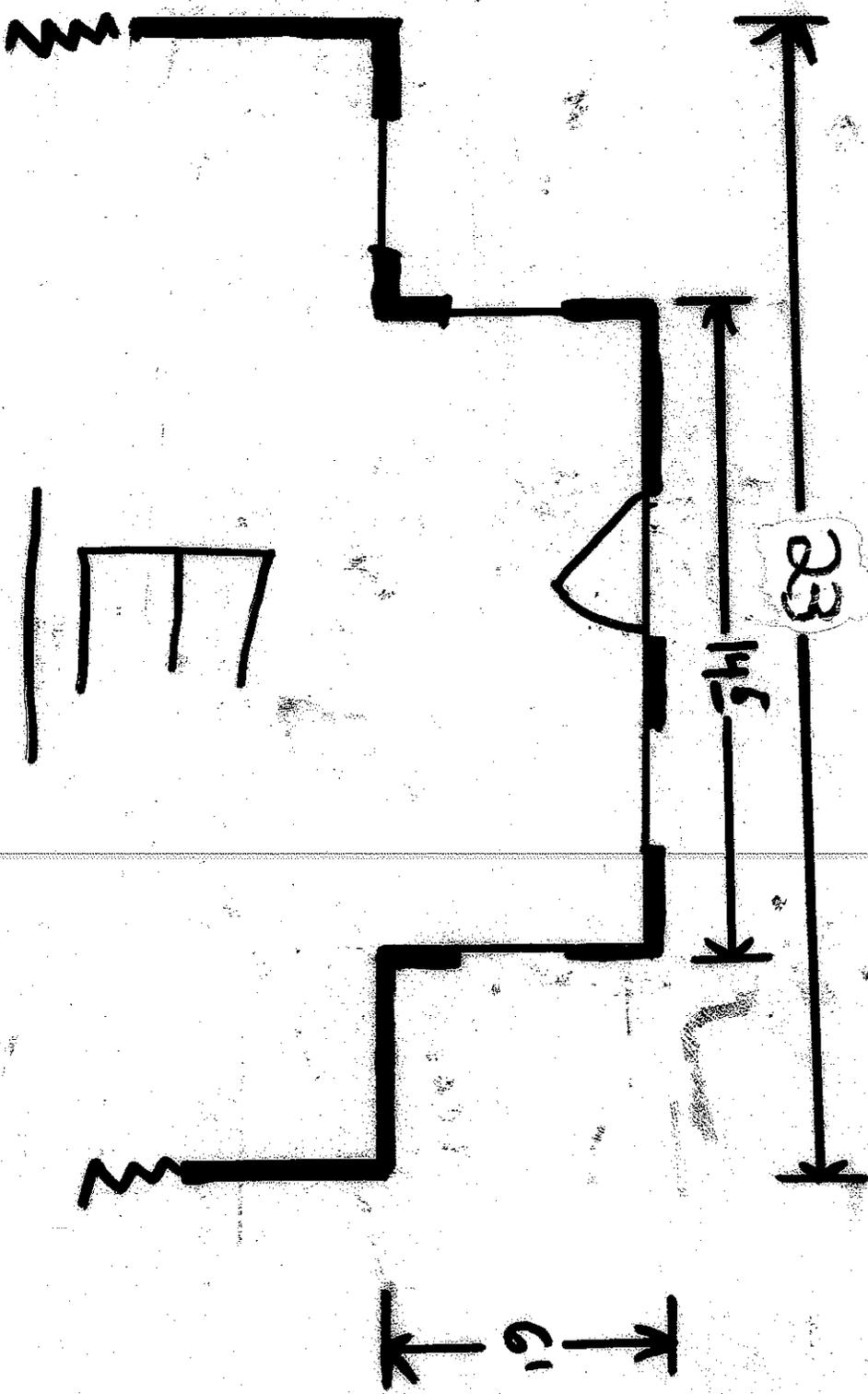
### KEY FOR ATTACHMENTS

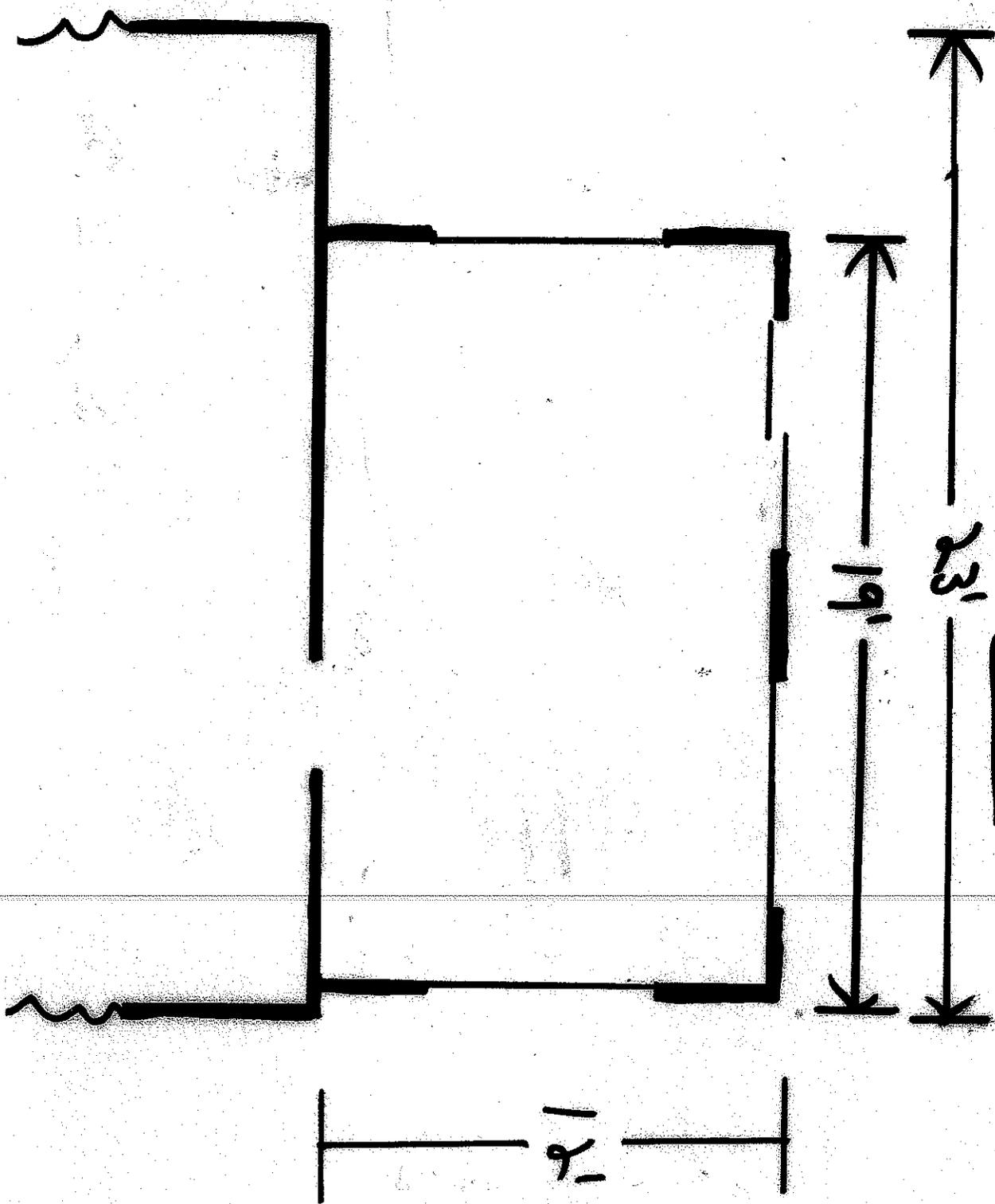
- Red Stripe = Brick
- Blue = Window / Door
- All scale is  $\frac{1}{4}'' = 1'$
- E = Existing
- P = Proposed
- Squiggly line = break in rest of existing structure

Thanks for your consideration.

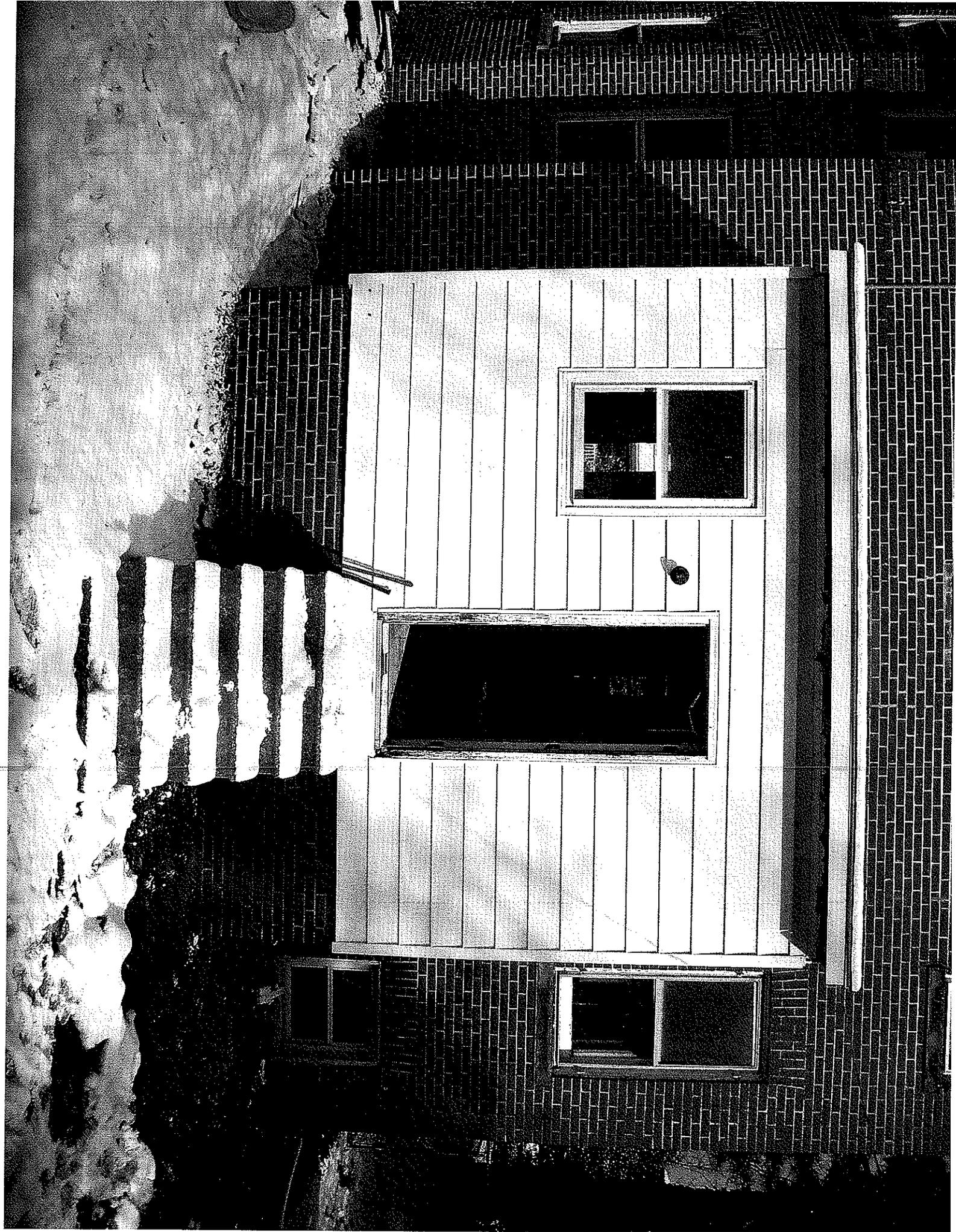


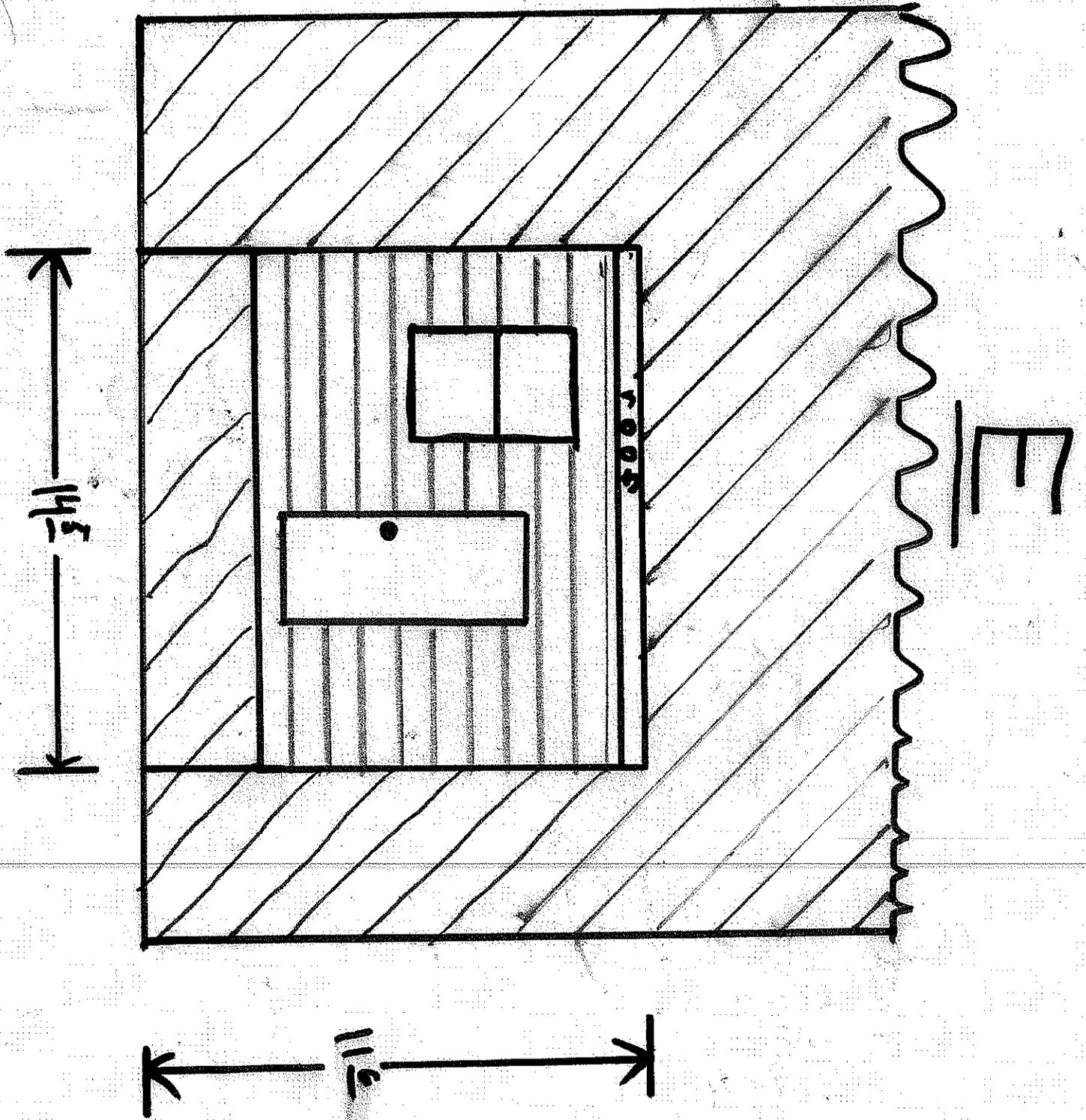


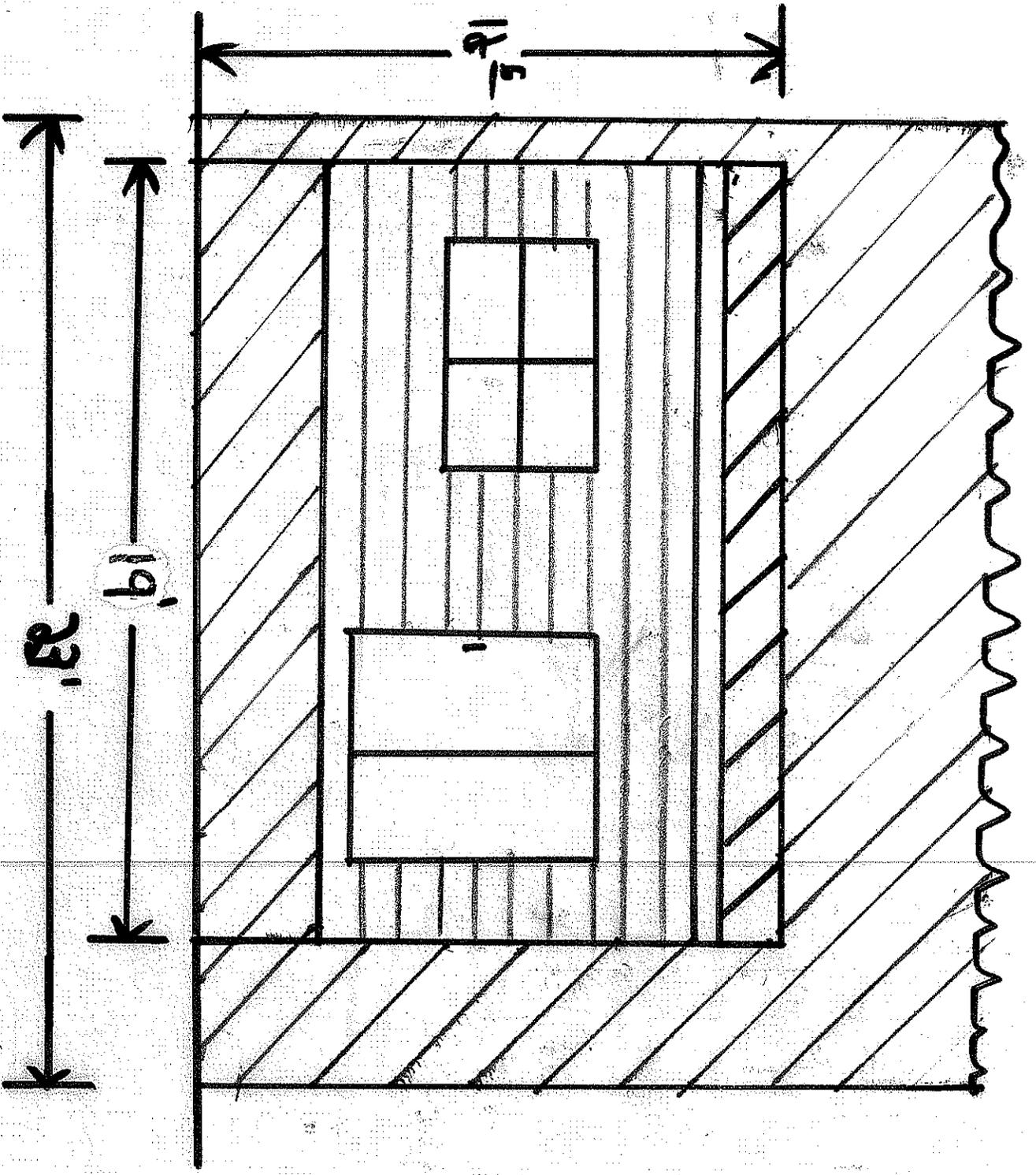




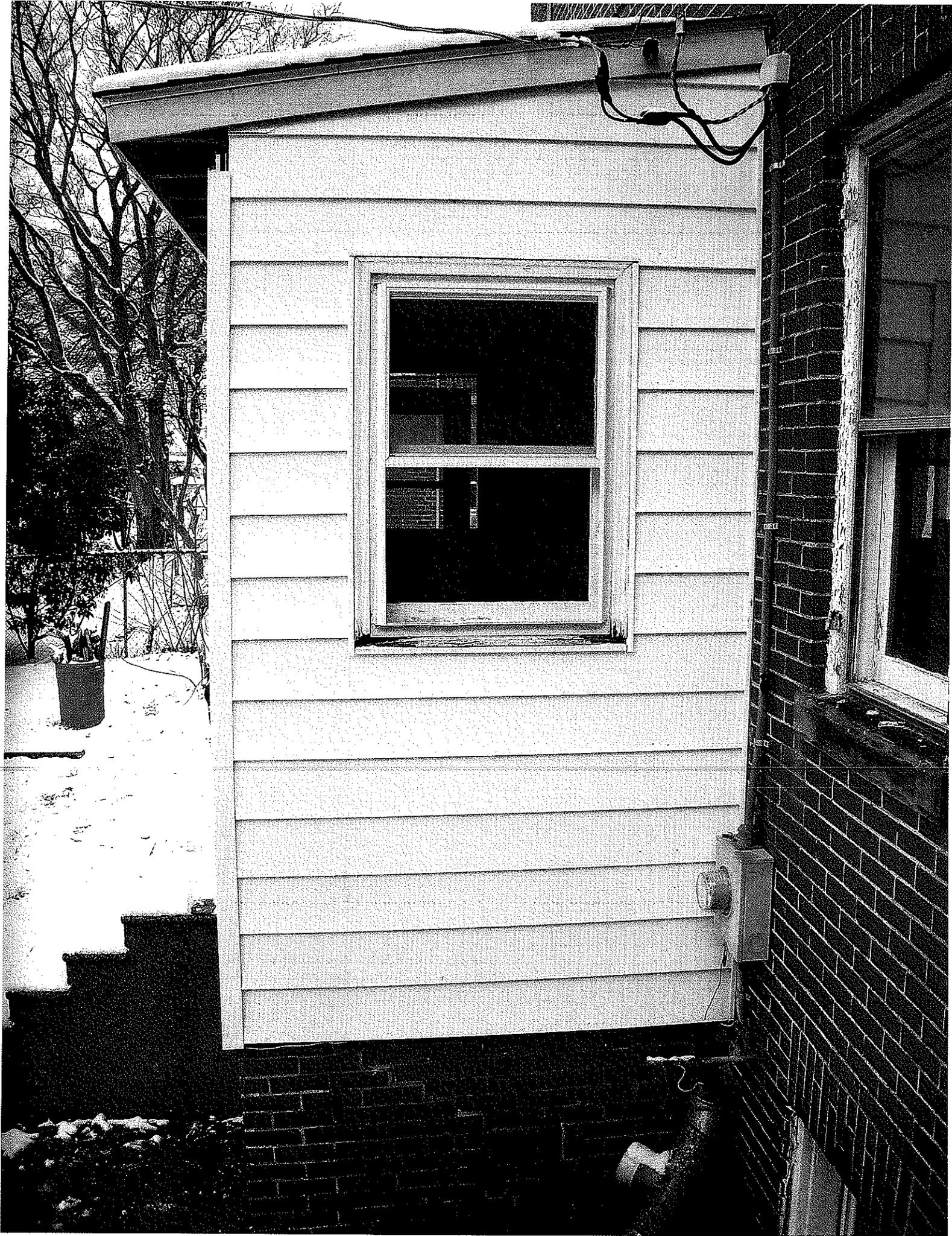
P

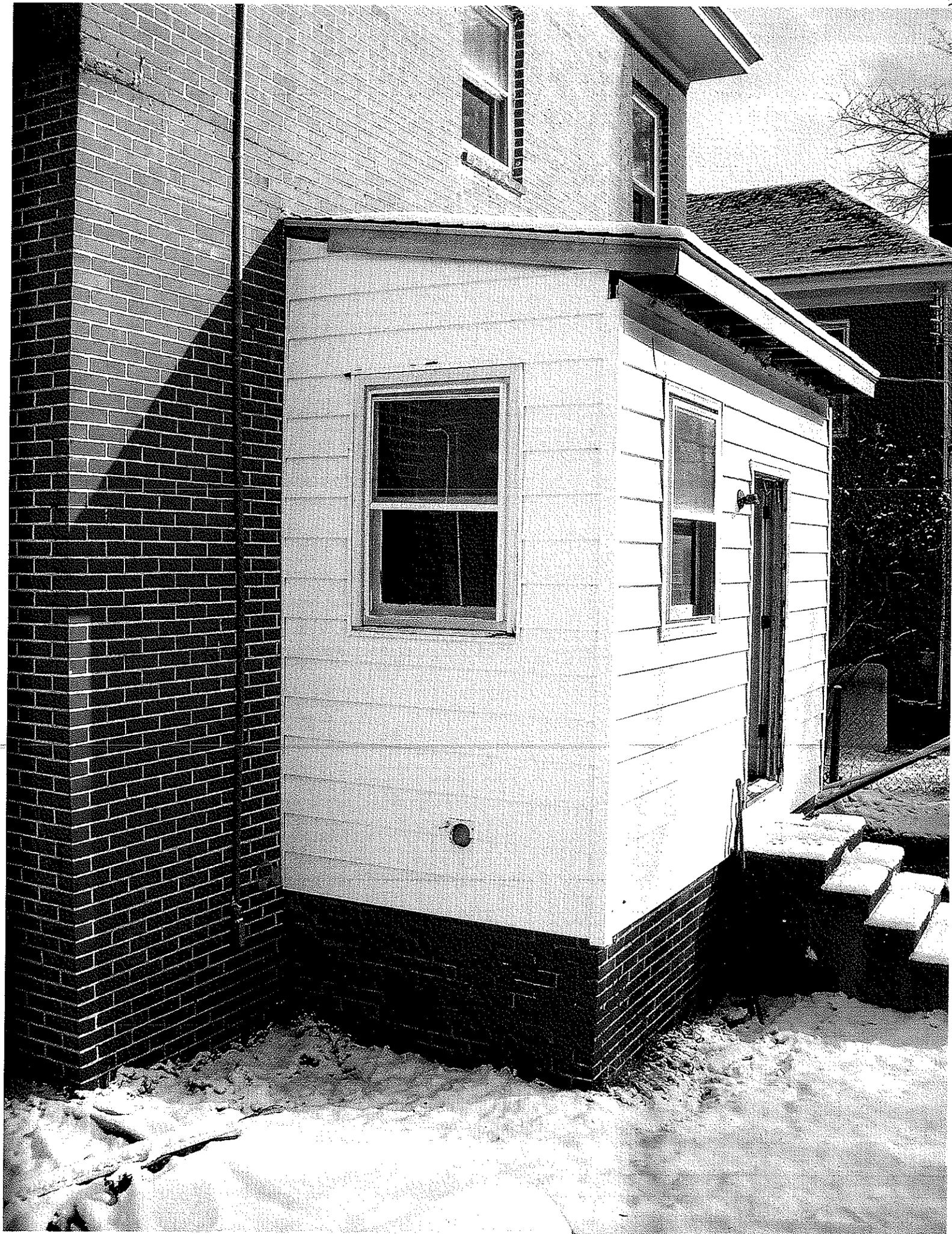


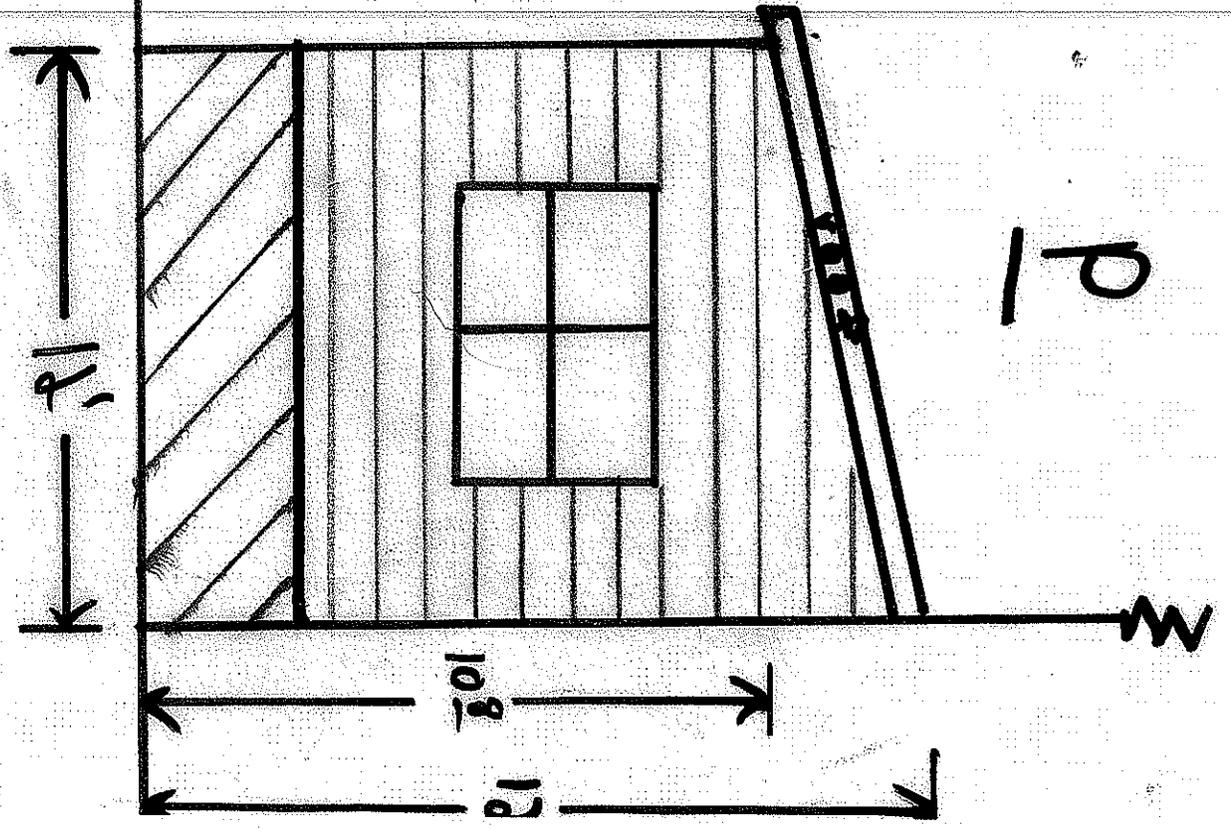
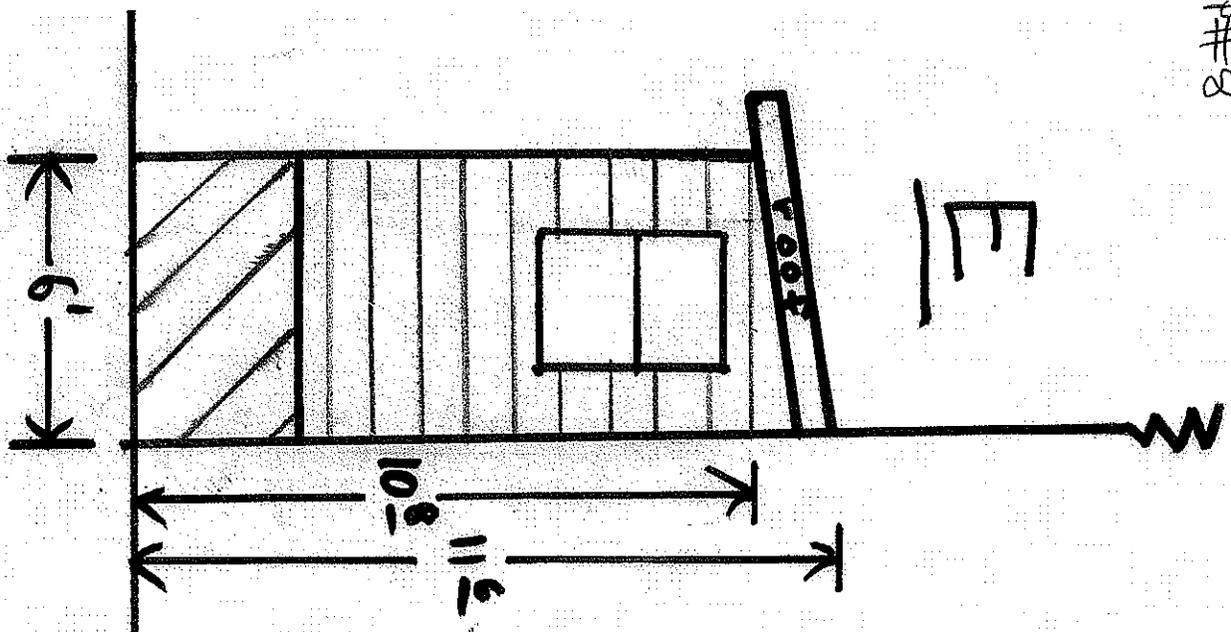


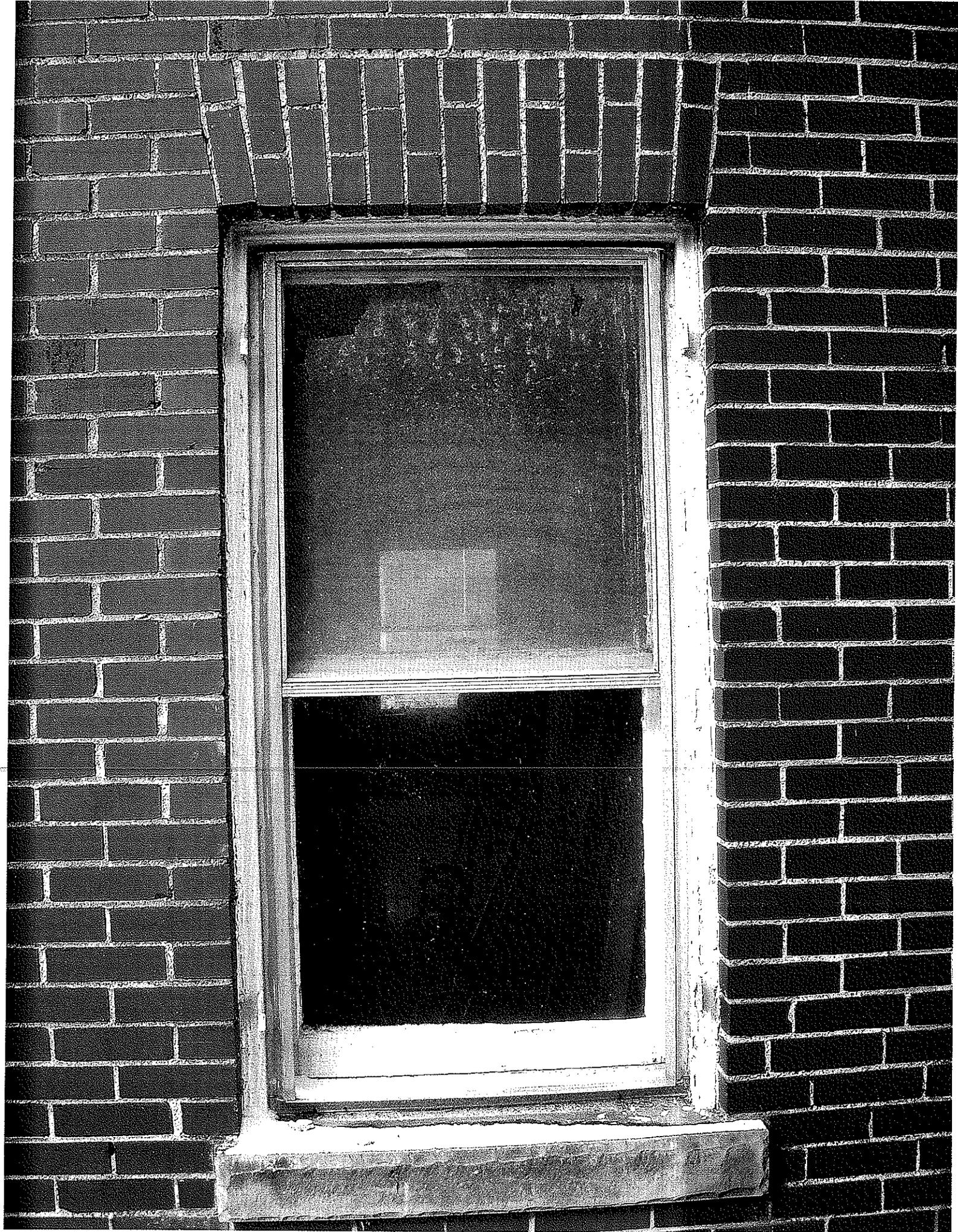


P1









Window to be removed