

# **Historic District Review Board**

## **Regular Session Agenda**

**October 19, 2010**

**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. **541 Tazewell - Building Modifications**
    - i. **Front window and Front door reversal**
    - ii. **Rear window and Rear door reversal**
    - iii. **Addition of rear porch and ADA ramp**
5. **Old Business**
  - A. **Changes to the Guidelines and ordinance**
6. **Announcements**
7. **Adjourn**

DRAFT  
Historic District Review Board  
Regular Session  
September 21, 2010

At approximately 4:30 p.m., in the Town Council Chambers, 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 and Asst. Town Clerk Linda Carola. Board Member Melvin Dudley was absent with an excuse.

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

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

Chairman Dunton noted one correction to the minutes under New Business. Under B-Enforcement Review, "concert block" was changed to read "concrete block."

**Motion made by Dianne Davis, seconded by Bob Sellers, and unanimously approved to accept the minutes of August 17, 2010 as corrected noting the one change.**

## **NEW BUSINESS**

### **A. Cape Charles Historic District Guidelines**

Chairman Dunton stated that he felt there were two main issues to be addressed: i) differences between the Zoning Ordinance and the Historic District Guidelines; and ii) changes based on things that had happened since the guidelines were created. Mr. Dunton stated the current guidelines were copied from Smithfield and they did not address products that had been developed such as PVC trim board and cement board siding. He suggested the guidelines be modified to be in compliance with the Zoning Ordinance.

Mr. Dunton went on to state that he researched how other districts handled vinyl siding problems and explained that other districts did not deal with the problem because they have smaller districts with like homes. He further cited Portsmouth, Virginia, which had some of the same issues and explained that Portsmouth had divided the area into five separate districts with each district having its own set of guidelines. Mr. Dunton explained what was allowed and not allowed in each and further stated that no fake vinyl/aluminum shutters, or liquid siding are allowed in any of the Portsmouth districts.

Mr. Dunton explained to the board members that the Historic Guidelines for Cape Charles had some discrepancies: i) Zoning Ordinance states no aluminum or vinyl siding (in checking the Zoning Ordinance, aluminum or vinyl siding is not allowed in the Commercial District C-1, this is further clarified by the Town Planner later in the minutes); ii) Historic Guidelines allows a little leeway. Mr. Dunton reviewed page 19 of the Historic Guidelines with the board members stating all 10 Department of Interior Standards must be met when creating the guidelines for a Historic District. Mr. Dunton also discussed what material could be used for a "substitute material." He explained the standard set by the State for individuals applying for tax credits, for

repair or replacement, the following test must be met; i) retain and repair original material; ii) replace material with new material made out of the same thing; iii) replace the original fabric with a compatible substitute. Mr. Dunton explained this was the test, and it would be the board's decision.

Mr. Dunton asked the board members if they had a chance to review the guidelines, noting some discrepancies between the ordinance and guidelines. Mr. Dunton referred the board members to page 43, item 7, of the guidelines referring to "porches" and felt perhaps a word had been left out, stating it should read "do not enclose "front" porches on primary elevations." Further discussion continued regarding rear and side elevations and Mr. Bonadeo stated his interpretation of a "primary entrance" is the main entrance, being the front porch and agreed that item 7 needed clarification. Mr. Dunton referred the board members to page 49, last sentence, stating only brick or parged block will be used for the foundations of framed residences, and these were the only two choices. Mr. Bonadeo stated he would review all plans and then submit to the building department for review and approval.

Mr. Bonadeo suggested that the board review the guidelines and he would compare it to the ordinances for any discrepancies and follow all proper procedures for any changes. Mr. Bonadeo stated that he would present the proposed changes at each meeting for the board's review.

Mr. Bonadeo began by reviewing "aluminum siding," Section III of the Zoning Ordinance, and referred the board members to page 7, however Mr. Dunton interjected. Mr. Bonadeo made the clarification on the aluminum siding, stating that on page 6 of the Zoning Ordinance the reference to vinyl siding was for Single Family Residential District R-1, and Page 17, Article 3, stated that aluminum and vinyl siding would not be allowed in the Commercial District C-1. Mr. Bonadeo further explained that vinyl siding would be permitted in the Residential District as long as each individual clapboard was no wider than five inches. Mr. Dunton referred Mr. Bonadeo to page 55 of the guidelines, "Synthetic Siding," which allowed for the use of vinyl siding. Mr. Dunton had 2 samples of vinyl siding and proceeded to explain the different characteristics of each sample and suggested the Cedar Impressions sample (synthetic product) be better defined in the guidelines and a list of acceptable products needed to be developed. Further discussion continued regarding acceptable products.

Dianne Davis viewed the siding samples and questioned what was allowable for new construction, and what product, vinyl or aluminum siding, would be permitted.

Mr. Bonadeo asked the Board Members to submit a list of items that the board could have better control over in the guidelines which he would review, re-write and make recommendations for the board's review at the next meeting. Mr. Dunton had several items of concern: i) synthetic siding, stating what is a suitable substitute material and referred to page 55 of the guidelines and asked for additional clarification; ii) page 69 of the guidelines, "definitions" and "synthetic siding" needed to be addressed, with more specifics. Further discussion continued regarding synthetic siding.

Mr. Bonadeo stated that some of the interesting variations/corrections that would be recommended fell into a group of homes that were contributing structures in the National Historic District. He stated that there was a part of the town that was not in the National Historic District but was in an area classified as the Historic Overlay and recommended the homes that were contributing structures in the National Historic District be reviewed more stringently. Further discussion continued regarding this issue and Tom referred the members to the National

Register of Historic Places Registration Form, explaining two sections were left out of the form: i) a list of homes by address that were contributing/not contributing; and ii) group of photos. Further discussion continued regarding the National Register of Historic Places and he suggested consideration of re-districting the Historic District, but no positive response was received from the board members.

Dianne Davis questioned wrap-around-porches and were they allowed to be closed in? Discussion continued regarding secondary porches and side porches. Chairman Dunton referred Ms. Davis to page 42 of the guidelines, "porches," and explained the definition of "secondary porches."

Dianne Davis asked a question regarding demolition and thought any demolition would be by Demolition-By-Neglect; however, after reviewing Section 4.10 of the Zoning Ordinance, "Demolition Policy Guidelines," clarified some of her questions. She further questioned two properties that were demolished, and Mr. Bonadeo informed her that both properties were deemed unsafe and therefore demolished. Mr. Dunton explained to Ms. Davis that if a property was not deemed as unsafe (structurally sound); the property would be reviewed by the board for permission to demolish. If the property was deemed as unsafe, it could be demolished without the permission of the board and would be handled through the building department.

Mr. Bonadeo informed the board members he would review all of the suggestions and make recommendations at the next meeting. Mr. Bonadeo had expressed a concern regarding the re-writing of the Historic District Guidelines. Discussion continued regarding who had printed the original document. Mr. Bonadeo was given a contact name of David Phillips and would contact him regarding the printing of the revision of the Historic District Guidelines.

Mr. Bonadeo reviewed Item 5-A, 114 Randolph Ave., explaining the item was on last month's agenda when it was noted that the height of the building was not allowable; therefore, the architect revised the blueprint to meet the allowable height requirement. Mr. Bonadeo reviewed the change with board member Jan Neville.

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

---

**Linda Carola, Asst. Town Clerk**

---

**Russ Dunton, Chairman**

# Historic District Review Board Staff Report

**From:** Tom Bonadeo  
**Date:** October 19, 2010  
**Item:** 4A – 541 Tazewell – Modification to doors and windows  
**Attachments:** Photos and drawings

---

## Application Specifics

An application has been received from W. Brown Morton of Waterford, Virginia, to make some modifications to the Cassatt Cottage at 541 Tazewell Avenue. The modifications somewhat restore the home to nearer original configuration. Mr. Brown is under contract to purchase the home pending this application.

The modifications are:

1. Exchange the location of the existing entry door with the existing window in the south side of the house (front). This returns the window to its original configuration.
2. Move the front porch steps and associated railings to follow the door.
3. Exchange the rear door and window on the north side of the house (rear). The rear of the house in an addition to the original house and the exchange will make the installation of an ADA ramp better.
4. Add a 12' x 12' screen porch to the rear of the house to be aligned with the eastern edge of the existing house to meet the 5' side yard setback and following the existing gable roof.
5. The shed in the rear of the property is to be rebuilt but technically does not require Review Board approval.
6. The final item will be to construct an ADA ramp in the rear yard for access into the house. This ramp will run from the rear alley to the house along the eastern lot line. This will run in the side yard setback as it is considered the equivalent of steps. The ramp also does not technically require Board approval but is part of the overall package of modification to the property.

## Discussion

The Zoning Ordinance and Historic District Guidelines require review and approval prior to the modification to window and door openings. This house, as seen in the attached photograph (#1), did not have a door facing the street. There were two windows on that façade. The entry door was located on the west side of the building. The before and after photos (#2, #3, #4) show little change in the appearance of the street view before and after the proposed modification.

The same exchange on the rear of the house shows little change to the appearance but makes rear entry to the house in the middle of the kitchen, easier for ADA access. The photos for this exchange are #5 and #6.

The rear gable would be extended 12' to cover a screened in porch. The prospective owner is amenable to another roof style if required.

The prospective owner uses a wheelchair for mobility and requires a ramp for access to the first floor. This ramp will run along the property line from the house to the rear of the property and be accessed only from the alley.

The original building has changed greatly from photograph #1 to today. While these Cassatt Cottages are clearly recognizable as a group it would be difficult to ascertain the original configuration given their condition today.

The prospective owner proposes a "preservation" philosophy based on three criteria mentioned in the Secretary of the Interior's guidelines.

The preservation of the shed is of value in that it may be an original or nearly original structure and may contain some information about the early sewer system here in Town.

### **Recommendation**

Staff recommends the following:

1. Allow the front modification to restore the original front window and move the door to the old location of the window and to move the entry steps to follow the door.
2. Allow the rear modification to exchange the door and window to allow easier access to the kitchen area with future ADA changes.
3. Construct a rear addition of a screen porch the width of the rear and match the rear gable roof.
4. Approve the restoration of the existing shed.

## Tom Bonadeo

---

**From:** brownmorton3@gmail.com  
**Sent:** Tuesday, October 12, 2010 4:42 PM  
**To:** planner@capecharles.org  
**Subject:** Tom Bonadeo from Brown Morton. Attached images follow

W. Brown Morton III, Historic Preservation Consultant  
P.O. Box 158, Waterford, VA 20197  
(540) 687 1500, brownmorton3@gmail.com

Tom Bonadeo, Planner  
Municipal Building, 2 Plum Street  
Cape Charles, Virginia 23310

October 12, 2010

Dear Mr. Bonadeo:

This letter and its attachments represents my formal application to the Cape Charles Architectural Review Board for consideration of approval of the modifications I intend to make at 541 Tazewell Avenue, Cape Charles if I am successful in purchasing the property from Mr. and Mrs. Lawrence Veber in the very near future.

I would appreciate it if you would arrange for this to be possible at the October 19 meeting of the Board at 4:30 p.m. I will be in Cape Charles on that day and would like to attend the meeting.

Attached is an explanation of my intended modifications to the property and also some "before" and "after" images I have prepared for review.

I am also working on some simple one-quarter inch scale floor plans of the first and second floor for your review when I get down next week.

Last week, I had to have some further surgery on my left leg and thus am a bit behind in my drafting.

Yours sincerely,

W. Brown Morton III  
Proposed modifications to 541 Tazewell Avenue., Cape Charles, Virginia  
by W. Brown Morton III, Historic Preservation Consultant

Background:

541 Tazewell Avenue, Cape Charles, Virginia is one of six originally nearly identical houses built, most probably, in the Fall of 1885 and the Spring of 1886. It is believed that these houses were built as speculative model workers' housing by Alexander Cassatt, President of the New York, Philadelphia and Norfolk Railroad. All six of these houses survive. These houses are located at the East end of the North side of the 500 block of

Tazewell Avenue.

Cassatt also built additional, more elaborate, houses at the West end of the same block. These two groups of houses are known, locally, as Cassatt's Row. They are among the earliest structures in Cape Charles.

A photograph, dated May 30, 1886, now in the Hagley Museum in Wilmington, Delaware shows all six cottages as built. 541 Tazewell Avenue is the fourth of the six houses, counting from right to left. [See attached images.]

The houses were essentially two rooms on the ground floor and two rooms on the second floor, with a wooden picket fence in front and wooden sheds/outhouses in the rear of the 40' x140" lots bordering on an alley.

The original design of the houses, as seen in the Hagley photograph, show the houses as gable-end to the street with a single window bay on the ground floor and second floor; one directly above the other.

The entrance door was located on the West elevation of the houses under small roofs.

The ground floor of the house were covered in horizontal clapboards. The second floor was covered in "fish-scale, swan, cedar shingles.

Each house had a central brick chimney located between the two rooms.

#### Changes Over Time

All six houses have undergone changes over time. Front and side porches have been added; most have received later additions, doors and windows have been moved, and many have been covered in asbestos siding, hiding the original materials.

Nevertheless, the six houses retain a significant amount of original features and materials and are clearly identifiable as Cassatt Row houses.

#### 541 Tazewell Avenue

541 Tazewell Avenue is the fourth house west of Nectarine Street on the North side of Tazewell Avenue.

As is true of the other five, it has retained a high level of integrity, in spite of some major additions over time. The Cassatt core is clearly visible and can be made more so by some very modest changes to the present exterior configuration.

Early in its development, 541 Tazewell Avenue was enlarged by the construction of a two-story, West, addition to the original rear rooms. On this addition the horizontal claboard and "fish-scale" siding was replicated.

Later, ca. 1906, a one-story, frame, rear wing was added on the North.

Subsequently, an open, front porch was added on the South and the front room enlarged, on the ground floor only, by extending the front room on the ground floor to the West to the full extent of the front porch.

At this time, the original West entrance door and door frame was repositioned to the South front of the house, which had original been a window bay.

This widow bay and frame were repositioned ,West of their original location, into the South wall of the new

front room additional space.

In other words, the original front door and original front window still exist but were swapped out.

The interior of the house retains most of its original or early material except where the West side was enlarged.

The board and batten shed in the rear yard appears to be the 541 half of the double shed which can be seen in the Hagley photograph. It also appears to be the only early shed structure surviving on Cassatt's Row. It is derelict.

#### Proposed Preservation Philosophy for 541 Tazewell Avenue

1. Preserve, wherever possible, original or early material.
2. Preserve the present house in its present overall configuration.
3. Stabilize and preserve, if possible, the early shed.

#### Proposed modifications to 541 Tazewell Avenue

1. Reposition the surviving original ground floor window sash and frame to its original position on the ground floor as seen the Cassatt era Hagley photograph. [See attached images.]
2. Reposition the present front door and frame to the West end of the South front, where the Cassatt window is now. ...i.e. flip them. This would move the entrance door into the West end of the front room, nearer to its original location which no longer exists. [See attached images.]
3. Reposition the present front porch stairs and railings to have the stairs in front of the repositioned front door. [See attached images.]
4. Reposition [flip] the present door and window on the North side of the kitchen wing, aligning the door with the gable window above it. This will improve handicapped access issues on the interior in the kitchen. [See attached images.]
5. Construct a n approximately 12' x 12' screened porch with a gable roof on the rear of the kitchen wing.
6. Stabilize and rehabilitate the early shed.
7. Construct a handicapped ramp from the back yard to the kitchen immediately parallel to the present East fence.
7. On the interior, make the ground floor kitchen and bath handicapped accessible.
9. Install a small bathroom on the second floor.
10. Install central heat and air-conditioning.

## Tom Bonadeo

---

**From:** Brown Morton <brownmorton3@gmail.com>  
**Sent:** Tuesday, October 12, 2010 6:01 PM  
**To:** planner@capecharles.org  
**Subject:** Brown Morton's brief resumé

### **Brief Resumé: W. Brown Morton III**

**P.O. Box 158, Waterford, Virginia, 20197**

**Telephone:[Cell] (540) 687-1500, [Home]: (540) 882-3616**

**E-mail: [brownmorton3@gmail.com](mailto:brownmorton3@gmail.com), [WWW.brownmorton.com](http://WWW.brownmorton.com)**

W. Brown Morton III is an international historic preservation consultant and architectural conservator. He is Professor Emeritus of the University of Mary Washington, Fredericksburg, Virginia. He believes that the thoughtful management of historic sites and landscapes is central to successful human development in a balanced natural and cultural environment.

His international projects include the UNESCO mission to develop the stabilization program for the imperial city of Hué, Vietnam after the 1968 Têt offensive, the UNESCO international campaign to safeguard Borobudur in Indonesia and the preparation of the World Heritage List nomination for the Kathmandu Valley of Nepal.

In 1995-96 he spent a sabbatical year with the American Research Center in Egypt developing a conservation program for the late-15<sup>th</sup> century Bayt al-Razzaz palace in Cairo. He has also advised the Franciscan Custody of the Holy Land on the conservation of the Memorial of Moses at Mount Nebo in Jordan.

Brown Morton's work as an architectural conservator throughout the United States has included projects for the preservation of the New York State Capitol in Albany, the New York City Hall, the Philadelphia Museum of Art and the Cathedral of the Assumption in Louisville, Kentucky.

Morton is the co-author of The Secretary of the Interior's Standards for Historic Preservation Projects. He served as Chairman of the United States National Committee of ICOMOS (US/ICOMOS) from 1975 to 1979 and on the US/ICOMOS Executive Committee from 1975 to 1988.

He received his Bachelor of Architectural History from the University of Virginia School of Architecture, and completed his graduate studies in architectural conservation with the French Ministry of Cultural Affairs at the Ecole des Beaux Arts in Paris.

Brown Morton is also a priest of the Episcopal Church.

January, 2010

# General Image Collection

#1

back to result

ge  
%



Houses, Cape Charles, Virginia



Cape Charles, Va. 5,30,36.

Houses, Cape Charles, Virginia  
New York, Philadelphia, and Norfolk Railroad  
Houses  
1886-05-30  
1972.250  
1972250\_021.tif

Access to this item is provided for educational and research purposes only. The user assumes responsibility permission from the copyright holder to publish or distribute this image. If you would like more information, p pictorial@hagley.org

To purchase a high resolution copy of this image contact the Hagley Library Pictorial Collections Department

# General Image Collection

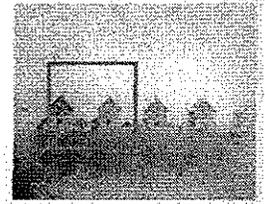
Search

[Link to this page](#)

[back to results](#) | [previous](#) | [next](#)

50.0%

Houses, Cape Charles, Virginia

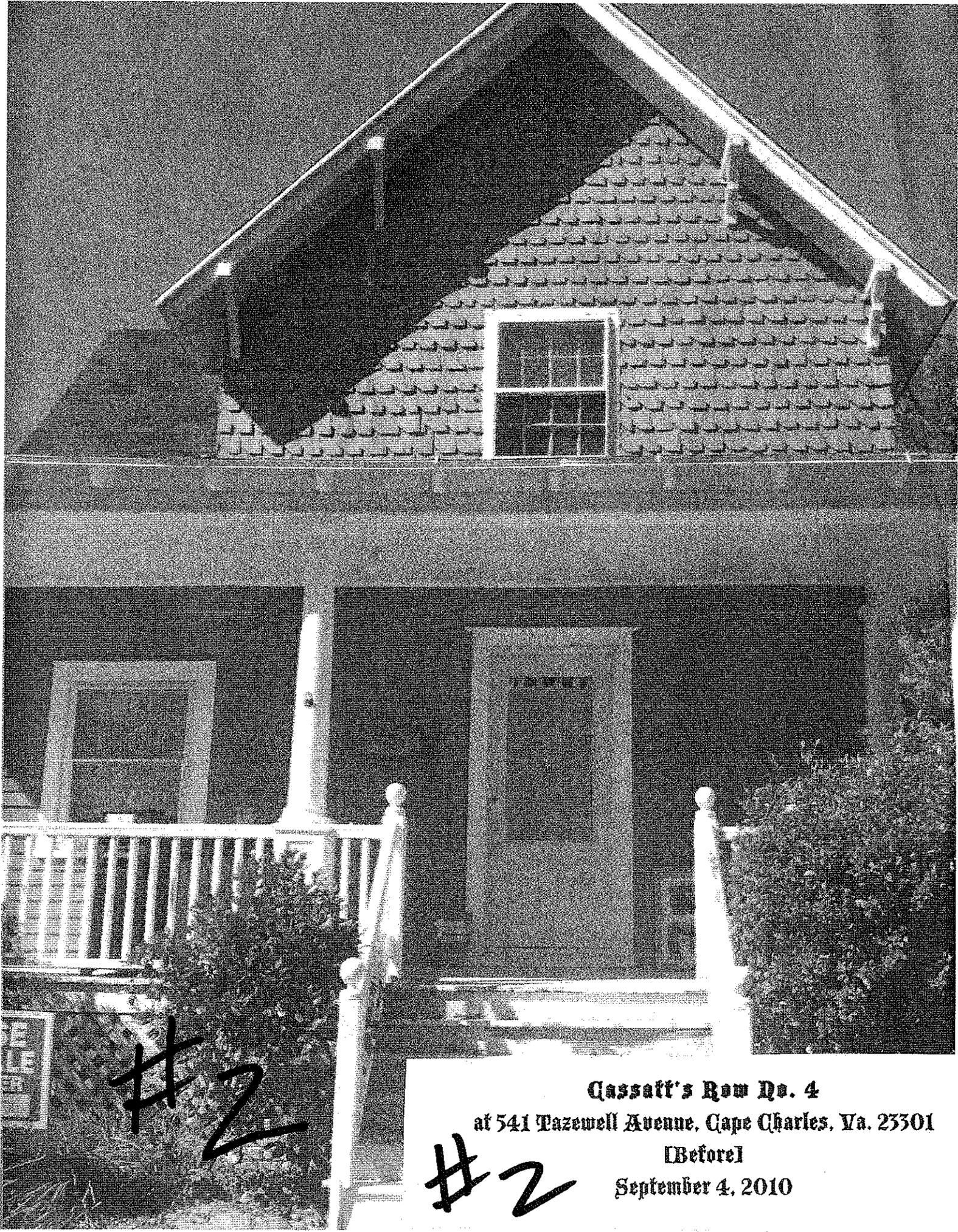


#1  
CLOSE UP

|                          |   |
|--------------------------|---|
| <b>Title</b>             | Houses, Cape Charles, Virginia  |
| <b>Corporate creator</b> | New York, Philadelphia, and Norfolk Railroad  |
| <b>Subject</b>           | Houses  |
| <b>Date</b>              | 1886-05-30  |
| <b>Accession number</b>  | 1972.250  |
| <b>Hagley ID</b>         | 1972250_021.tif   |
| <b>Rights</b>            | Access to this item is provided for educational and research purposes only. The user assumes responsibility for obtaining permission from the copyright holder to publish or distribute this image. If you would like more information, please contact <a href="mailto:pictorial@hagley.org">pictorial@hagley.org</a> |
| <b>Order prints</b>      | To purchase a high resolution copy of this image contact the Hagley Library Pictorial Collections Department at <a href="mailto:pictorial@hagley.org">pictorial@hagley.org</a> or call 302-658-2400 ext 276. Please reference Hagley ID number when ordering.   |
| <b>Type</b>              | image   |
| <b>Language</b>          | en  |

[Link to this page](#)

[back to results](#) | [previous](#) | [next](#)



#2

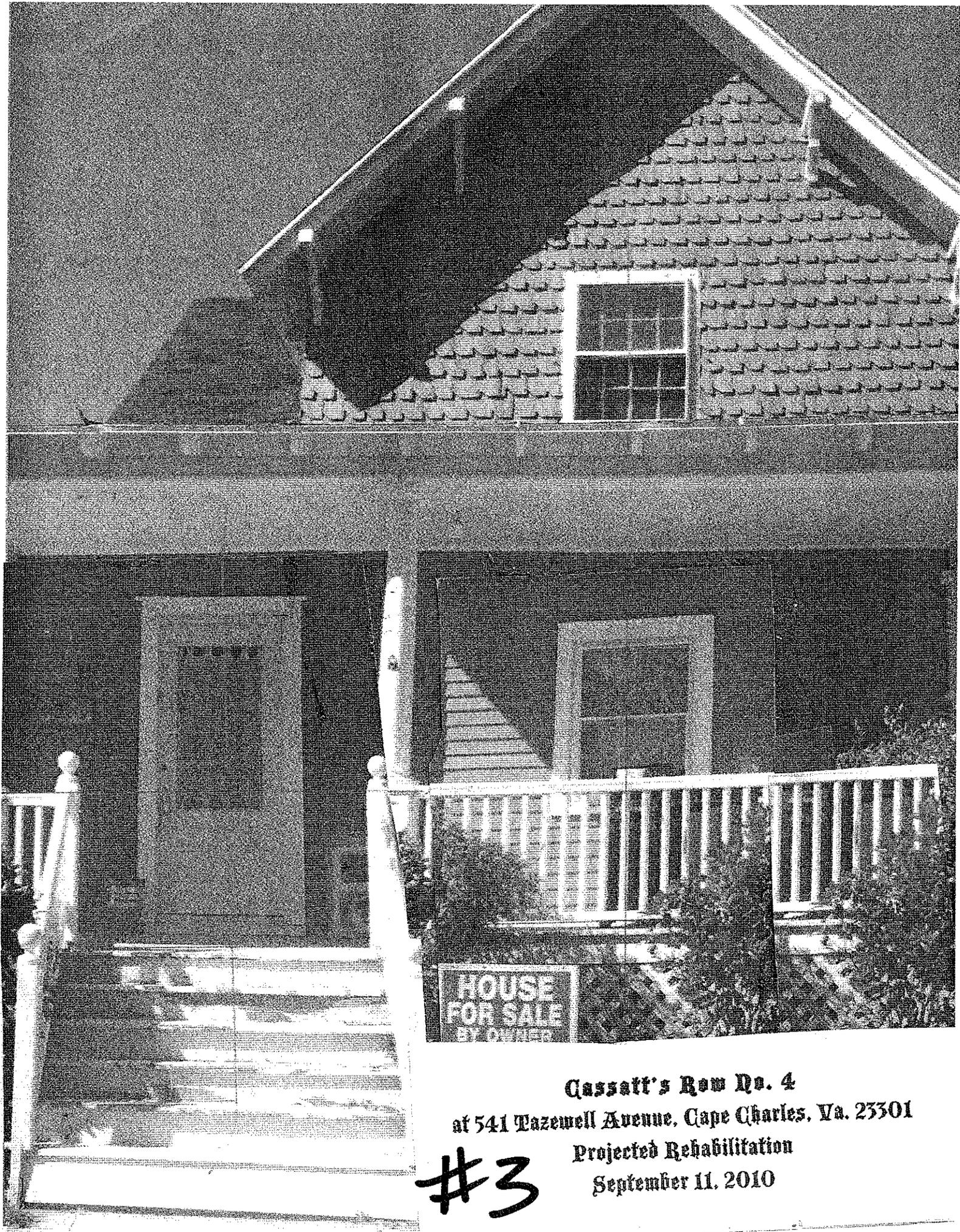
#2

**Cassatt's Row No. 4**

**at 541 Tazewell Avenue, Cape Charles, Va. 23301**

**[Before]**

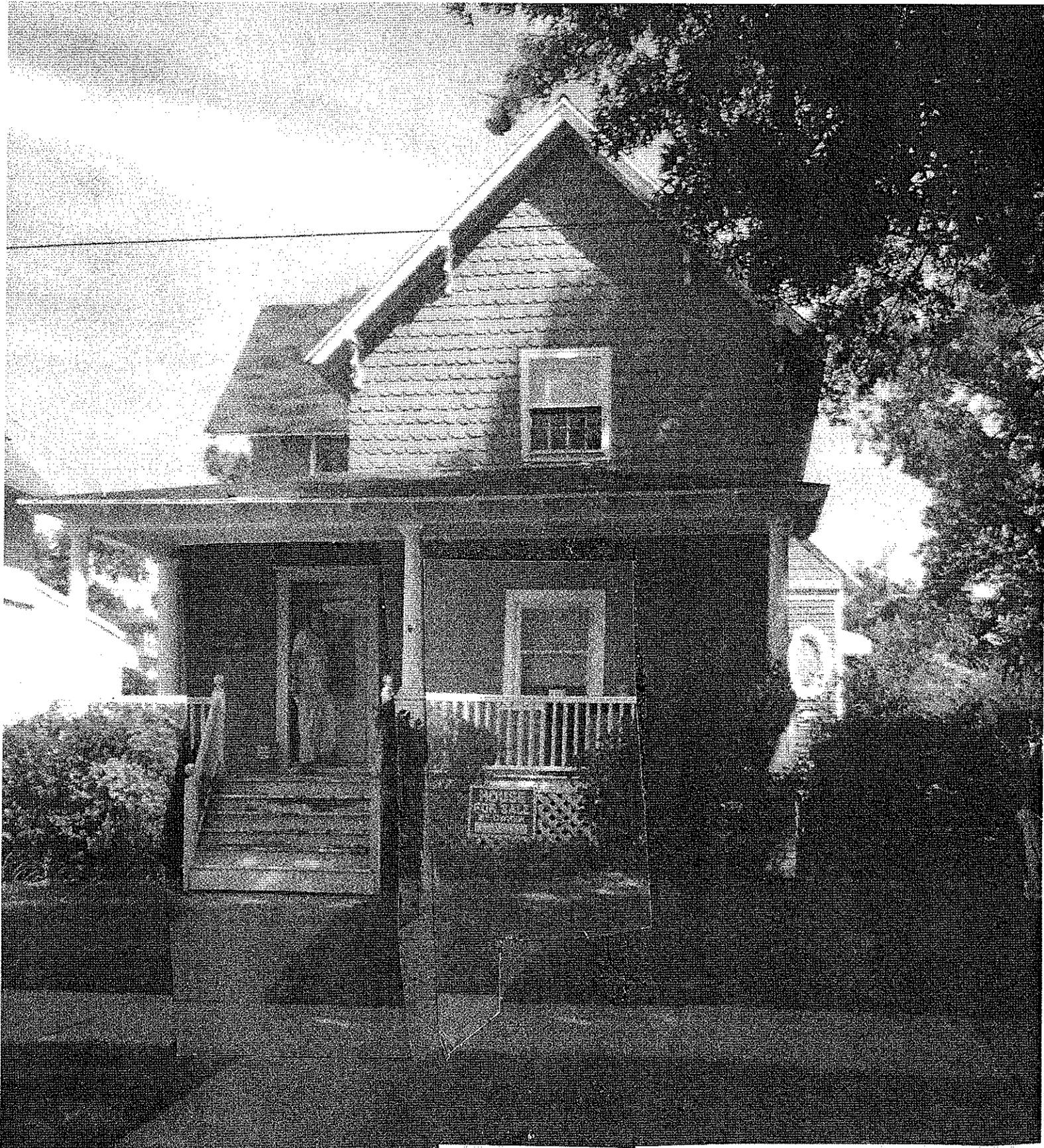
**September 4, 2010**



HOUSE  
FOR SALE  
BY OWNER

#3

**Cassatt's Row No. 4**  
**at 541 Tazewell Avenue, Cape Charles, Va. 23301**  
**Projected Rehabilitation**  
**September 11, 2010**



**Cassatt's Row No. 4**  
**at 541 Tazewell Avenue, Cape Charles, Va. 23301**  
**Projected Rehabilitation**  
**September 11, 2010**

**#4**

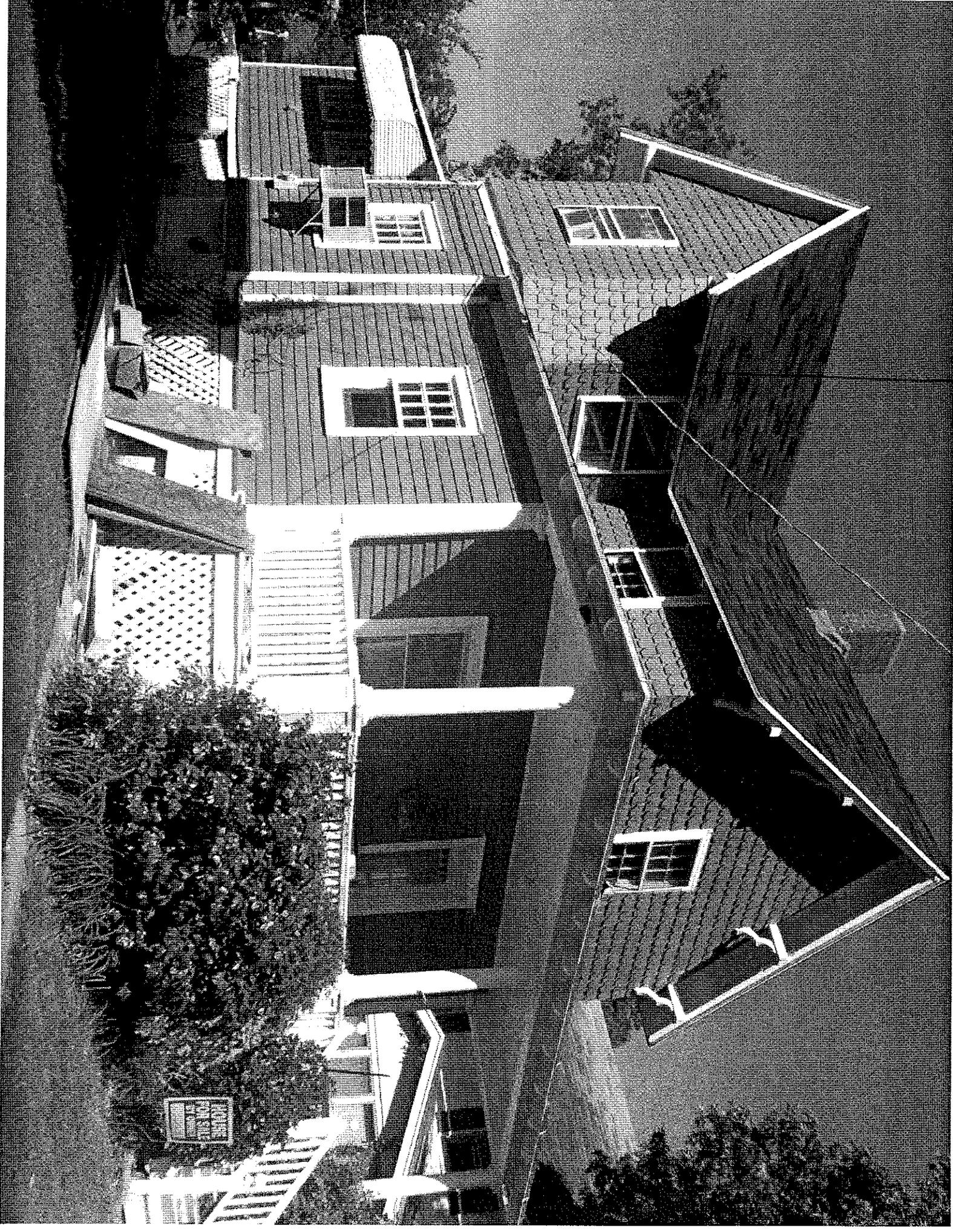


**Cassatt's Row No. 4**  
**at 541 Tazewell Avenue, Cape Charles, Va. 23301**  
**#5** (Before)  
**September 4, 2010**

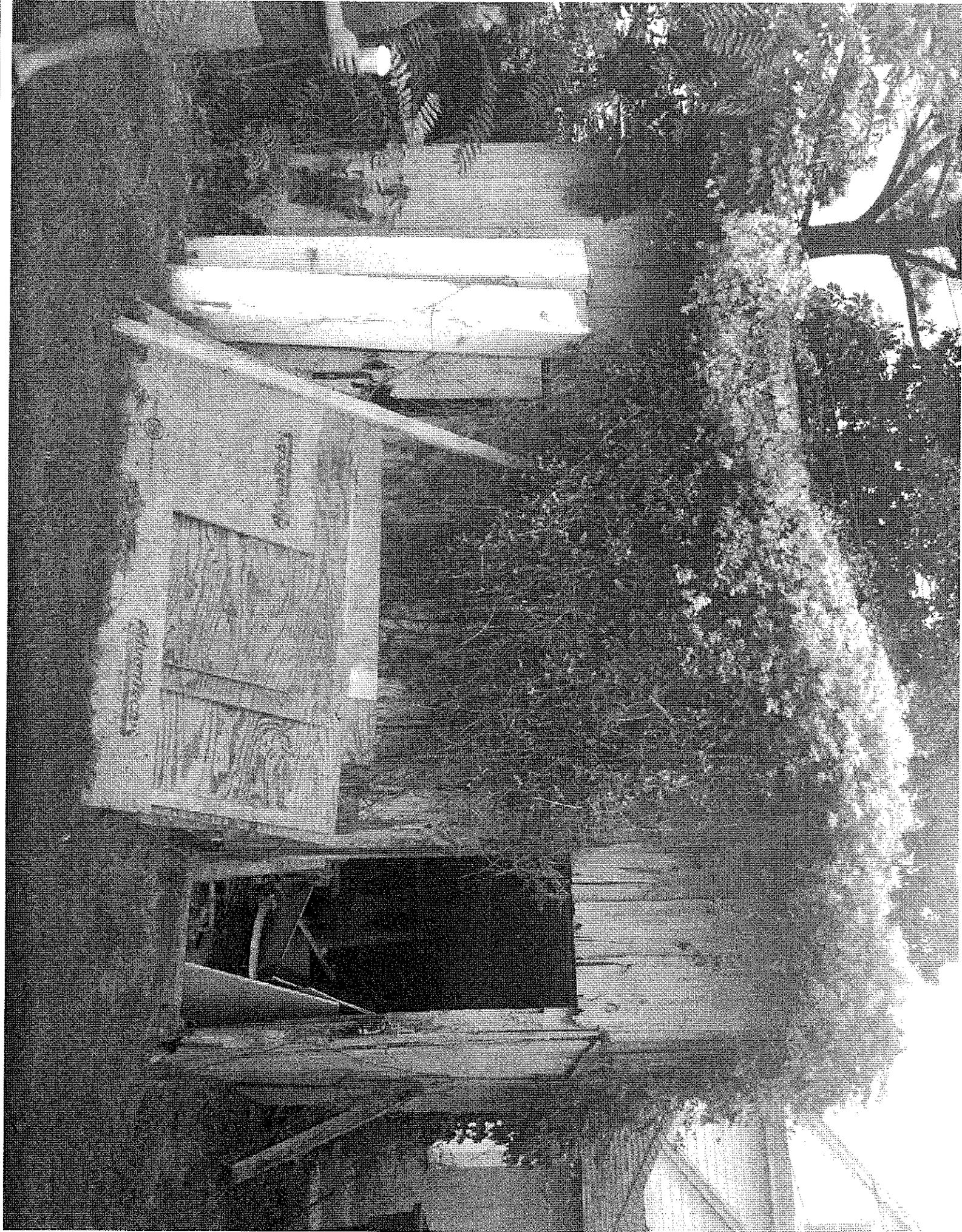


**Cassatt's Row No. 4**  
**at 541 Tazewell Avenue, Cape Charles, Va. 23301**  
**Projected Rehabilitation**  
**September 11, 2010**

#6



HOUSE  
FOR SALE



# Historic District Review Board Staff Report

**From:** Tom Bonadeo

**Date:** October 19, 2010

**Item:** 5A Document Review

**Attachments:** Zoning Ordinance Sections 3&8, National Historic Register Document. Please bring your Guidelines book

---

## Application Specifics

At last month's meeting, numerous changes to the historic district guidelines and zoning ordinance were discussed. Most of the changes discussed were to adjust the ordinance to take advantage of new materials developed since the ordinance originated and to reflect the changes in the district over the last ten years.

## Discussion

Some of the items discussed were:

1. Exposed cement blocks (CMU) – Recommend requiring all document to read that no exposed block is allowed. This will require a change to both the documents.
2. Define Primary Porch and the front porch, the porch facing the street.
3. Define synthetic products such as:
  - a. Cement siding
  - b. Vinyl shingle siding with wind loads >100mph
  - c. Azek or other synthetic trim boards
  - d. Synthetic
4. Clarify the language for the 80% porch rule with emphasis on the architectural style component.
5. Take out aluminum siding and vinyl siding is all zones?

## Recommendation

Review Section 3 of the zoning ordinance and keep a running list of changes.