

# **Historic District Review Board**

## **Regular Session Agenda**

**September 21, 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. Document Review
    1. Cape Charles Historic District Guidelines
    2. Zoning Ordinance Section 3
    3. Zoning Ordinance Section 8
    4. National Register Form for Cape Charles
5. **Old Business**
  - A. 114 Randolph – Garage addition – second floor (Information only)
6. **Announcements**
7. **Adjourn**

DRAFT  
Historic District Review Board  
Regular Session  
August 17, 2010

At approximately 4:40 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 Tom Bonadeo, Town Planner, Linda Carola, Asst. Town Clerk and one member of the public. Board Member Melvin Dudley was absent.

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 Dianne Davis, seconded by Bob Sellers and unanimously approved to accept the minutes of March 16, 2010.**

**OLD APPLICATIONS**

**NONE**

**NEW BUSINESS**

**A. 114 Randolph Ave.-Second Floor Garage Addition and Rear Porch Enclosure.**

Tom Bonadeo explained to the Board that there was a correction to the information included in the agenda packet and the proposed addition of a second floor to the existing garage does meet the height requirement. The average peak was the same on the house and garage and there would be no change in the footprint. The new roof pitch of 8 /12 will match the house. Mr. Bonadeo continued to review all of the specifics with the Board Members, adding that windows will be added to the east and west walls on the upper level of the garage, and there would be a bath with a shower on the second level along with closet space, and dormers will be added to the garage to match the house. Mr. Bonadeo reviewed the pictures with the members and once again stated that the height met the Zoning Ordinance requirements which do allow accessory buildings to have more than one floor. He added that the porch enclosure met the requirements of the ordinance as it was a rear porch and did not intrude into the setbacks and the enclosure would be finished to match the existing house.

Chairman Dunton asked the Board Members if they had any questions or concerns regarding the addition of a second floor to the existing garage. Board Member Dianne Davis asked if the second floor could be used as a rental, and Mr. Bonadeo explained there was no kitchen or heat source which prevents the second level being used as a rental and the Building Department governs the permit process for rentals. Mr. Leon Parham, agent for the applicant, stated the second floor would be used for building model trains.

Mr. Bonadeo suggested the application be reviewed in two parts, one being the garage addition and the other part being the porch enclosure.

**Garage Addition Part I.** Member Jan Neville stated if there was no height violation he was in agreement for approval. Mr. Bonadeo stated he and Mr. Parham would re-verify the height of the garage addition and further explained the remodel will enhance the property.

**Motion made by Jan Neville, seconded by Bob Sellers and unanimously approved to approve the renovations as presented for the addition of a second floor to the existing garage.**

**Porch Enclosure Part II.** Chairman Dunton asked the Board Members if they had any questions or concerns regarding the porch enclosure and the alternate porch addition. Mr. Bonadeo continued to review the plans with the Board Members.

**Motion made by Dianne Davis, seconded by Jan Neville and unanimously approved to approve the application as presented for the porch enclosure.**

## **B. Enforcement Review**

Chairman Russ Dunton stated that, beginning in September, he would like the Historic District Review Board Guidelines to be added to the agenda for the members to review each section, as time permits, and make any changes that may be needed. Mr. Bonadeo stated that, depending on changes made, approval may also have to be obtained from the Planning Commission. Chairman Dunton had three major concerns: i) no exposed concert block; ii) fences; and iii) vinyl siding. He continued to stress the use of "suitable substitute products." Mr. Bonadeo stated that he would present his major areas of concern in September.

The Board Members, along with Mr. Bonadeo, briefly discussed the several new houses under construction and found that people were purchasing the homes and doing renovations to the properties to live in, rather than to sell and make a profit. Chairman Dunton questioned the renovations being done by Patrick Hand to the building now known as "Blue." Mr. Dunton was concerned about the steel beams and Mr. Bonadeo

explained that the beams were a reflection of the original history of the building which could be considered an artifact, as suggested by Mr. Parham.

**Motion made by Dianne Davis, seconded by Jan Neville 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:** September 21, 2010  
**Item:** 4A Document Review  
**Attachments:** Zoning Ordinance Sections 3&8, National Historic Register Document. Please bring your Guidelines book

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## Application Specifics

There are at least four documents that make up the regulation for historic compliance in Cape Charles. The two sections of the Zoning Ordinance are the legal portion of the compliance. The Cape Charles Historic District Guidelines give the citizen and the review board direction and the National Historic District Application give a useful description for making new construction compatible with the historic.

All of these documents have been around for some time and are in need of review and modification. The zoning ordinance changes will be forwarded to the Planning Commission for action and the Historic District Guidelines will flow through similar channels to be modified. These will all require public input and approval by Town Council.

## Discussion

While reviewing the Guidelines it will be important to review the portions of the zoning ordinance related to Historic Compliance. In section 3, both the R-1 and C-1 Zones have a great deal of description on building mass, height as well as roof and window information.

When new construction is mixed near old construction the zoning ordinance also describes the neighborhood area for similar structures.

Section 8 of the ordinance describes the Historic District Overlay and should not require much change.

## Recommendation

~~Read and mark up the sections of the guidelines that may require discussion and modification.~~  
Read and review the enclosed zoning ordinance sections for suggested modification.

# Historic District Review Board Staff Report

**From:** Tom Bonadeo  
**Date:** September 21, 2010  
**Item:** 5A – 114 Randolph – Second Floor Garage Addition modification  
**Attachments:** Drawings

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## Application Specifics

An application has been received from Leon Parham as agent for Mr. and Mrs. Spagnulo for the addition of a second floor to their existing garage and the enclosure of the rear porch.

The package was approved with the exception that the height met the zoning ordinance regulations. After review with the architect it was determined that the building was in fact too tall.

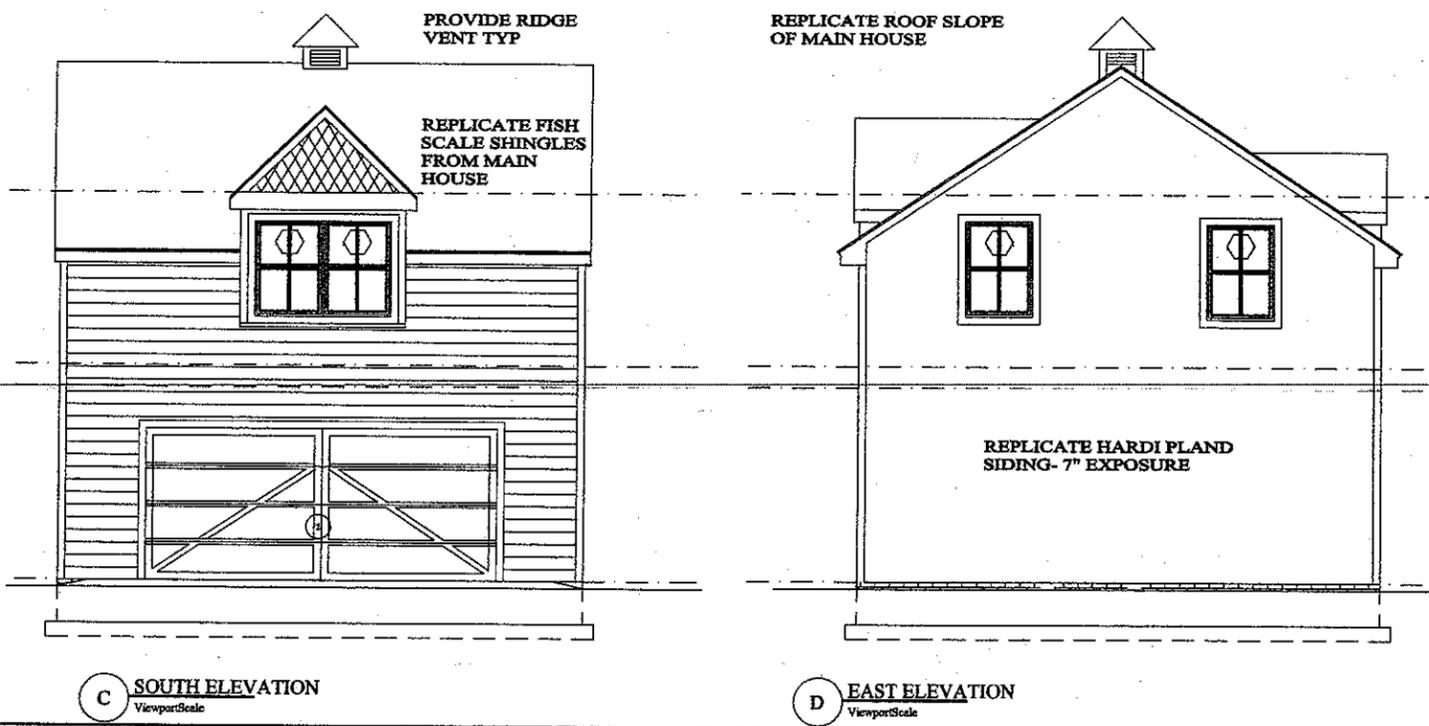
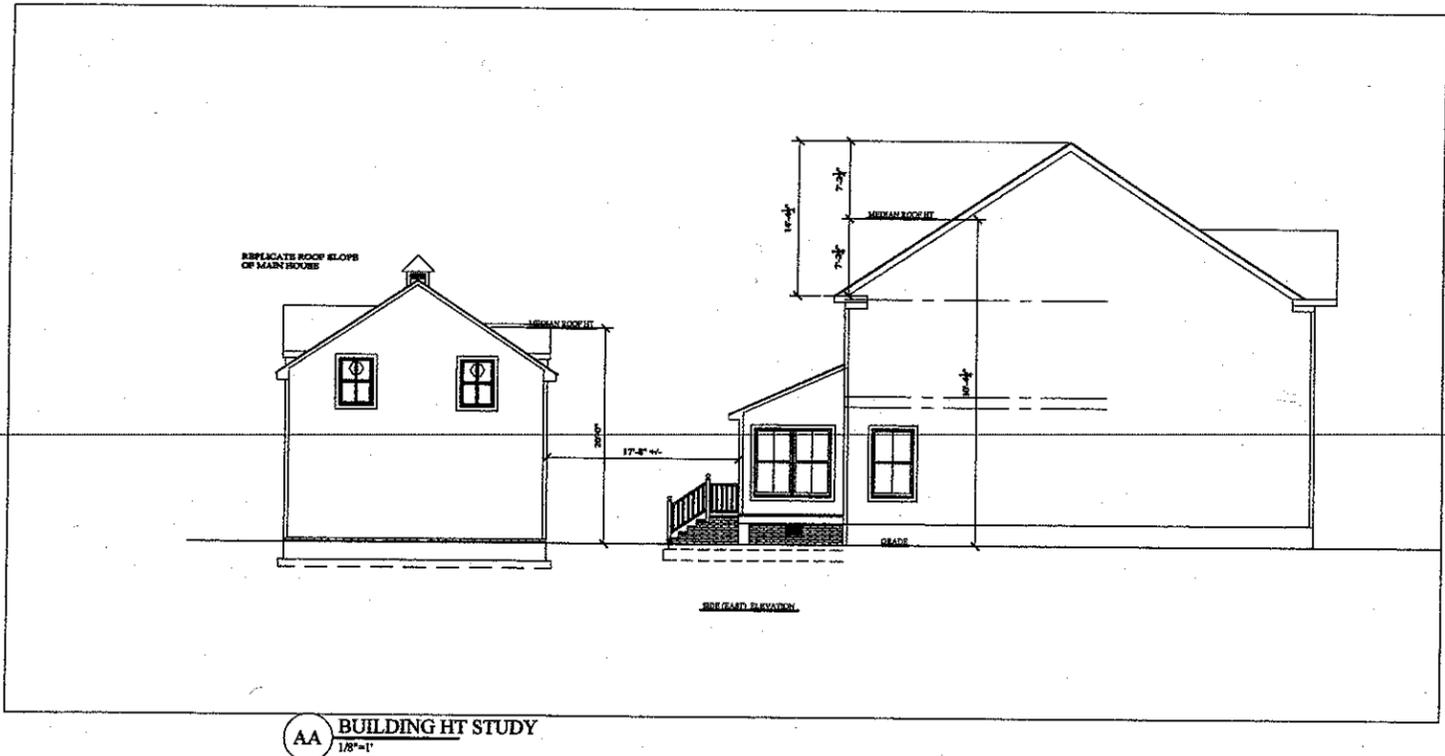
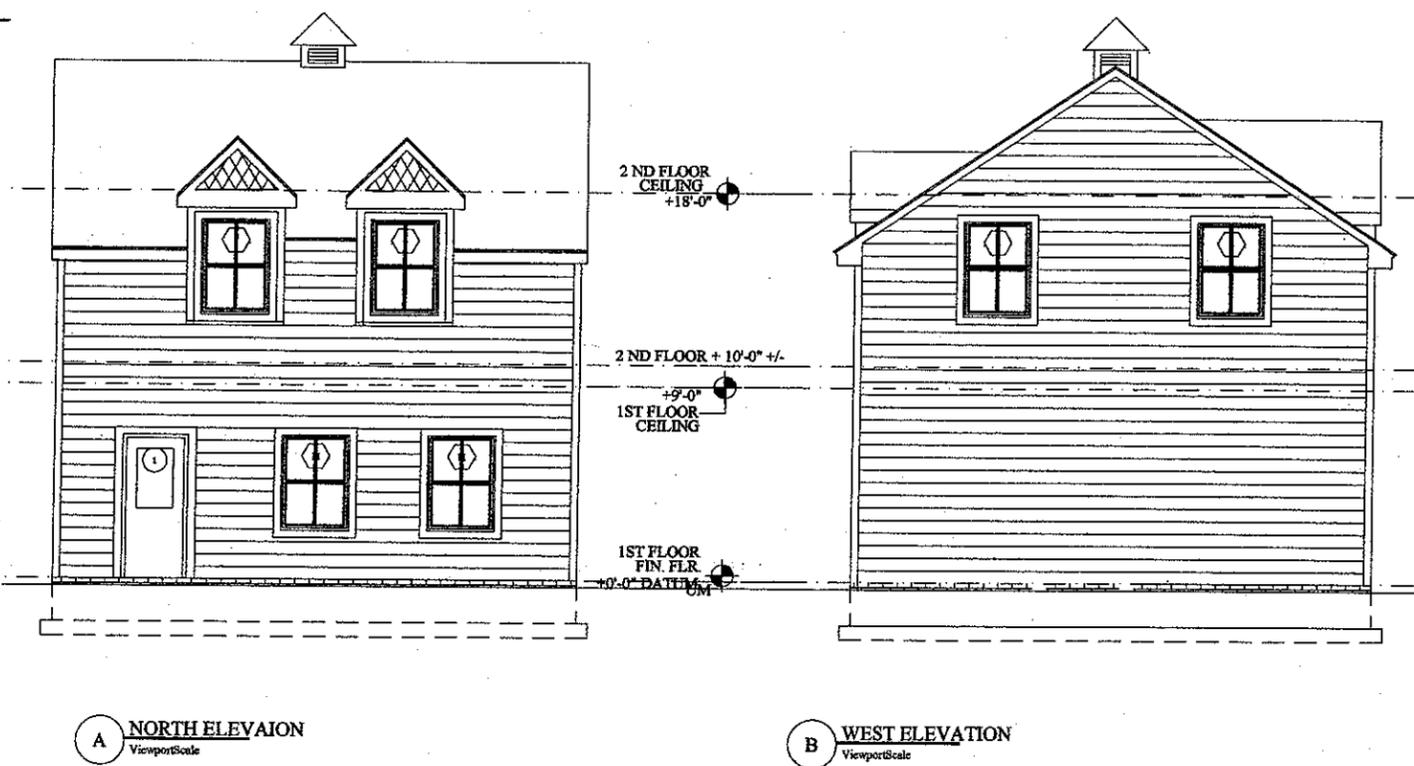
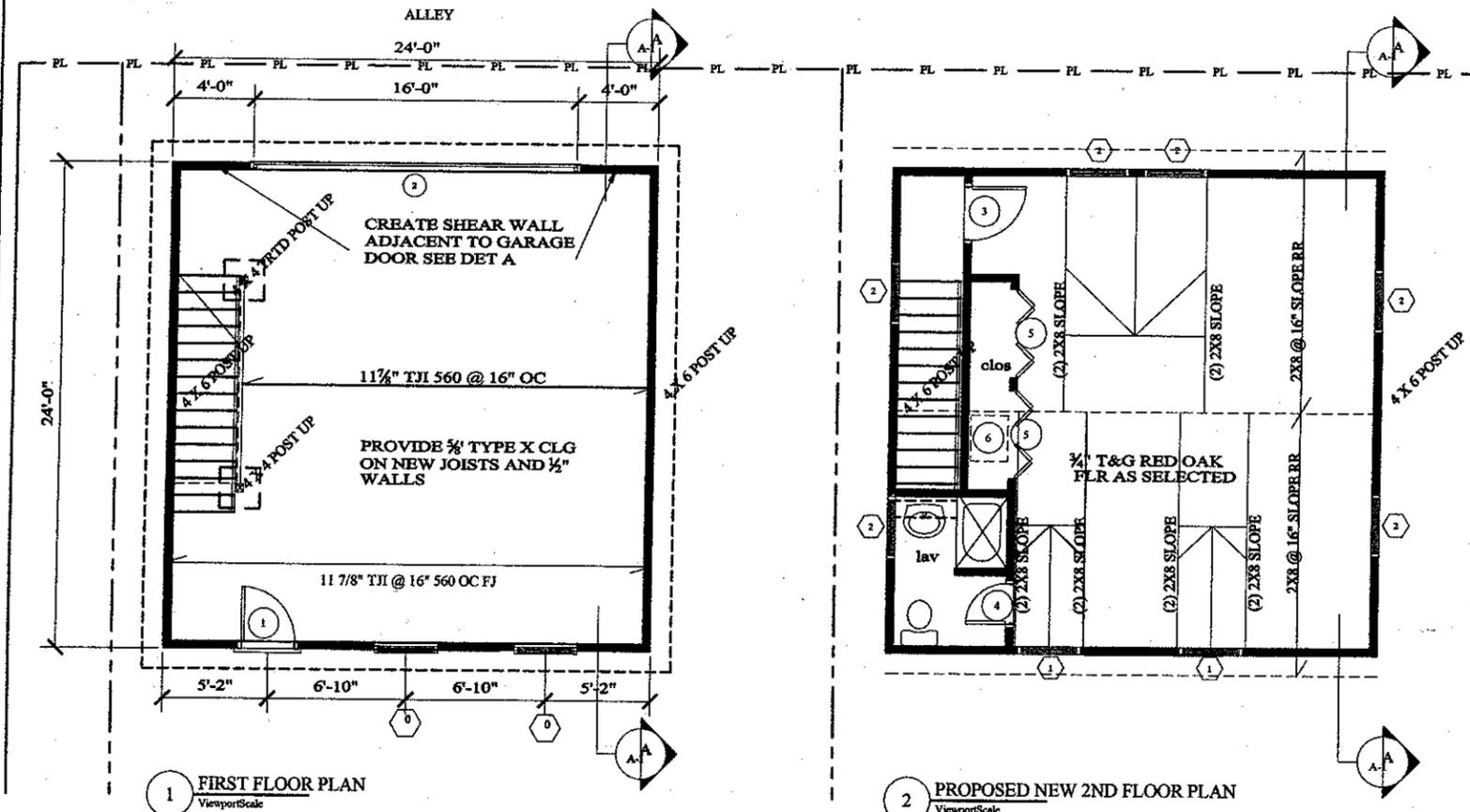
## Discussion

The Zoning Ordinance allows accessory buildings to have more than one floor. Where main structure possesses more than one story above grade, no accessory structure shall be higher than two-thirds the height of the main structure or twenty-four feet (24'), whichever is lesser. The plans show that the eave of the garage addition about 19 feet tall. The eave of the existing house is about 23.5 feet tall. To meet the requirement of the ordinance the eave of the garage addition should be no greater than 15.5 feet.

The architect modified the height and the resulting plans are attached for your information.

## Recommendation

FYI, no action required.



**PARHAM**

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LEON FULLER PARHAM, ARCHITECT, R.A., NCARB

**SPAGNUOLO RESIDENCE RENOVATION**  
114 RANDOLPH AVENUE, CAPE CHARLES, VA  
**GARAGE PLANS, ELEVATIONS, BUILDING SECTION**

LP	8/20/10		
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