

Historic District Review Board

Regular Session Agenda

January 21, 2014

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. 207 Mason Avenue – Door replacement
 - B. 500 Tazewell Avenue – Handicap Ramp & stairs
5. Old Business
6. Announcements
7. Adjourn



DRAFT
HISTORIC DISTRICT REVIEW BOARD
Regular Meeting
Town Hall
November 19, 2013
6:00 p.m.

At 6:00 p.m. Vice Chairman Joe Fehrer, having established a quorum, called to order the Regular Meeting of the Historic District Review Board. In addition to Joe Fehrer, present were John Caton, Sandra Salopek and Terry Strub. Chairman David Gay was not in attendance. Also in attendance were Town Planner Rob Testerman, Assistant Town Clerk Amanda Hurley, and applicants Sean Ingram, Greg Kohler and Bill Parr. There was one member 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:

Rob Testerman explained that he had received an application on Wednesday for 555 Mason Avenue. Typically a late application would be added to the next month's agenda however, the owner had a potential business opportunity for the building and was concerned that if the application was pushed off another month, the interested party would walk.

Rob Testerman noted that the Board could amend the agenda to add the application if they chose to hear it tonight.

Motion made by Terry Strub, seconded by John Caton, to add 555 Mason Avenue as item E under New Business and unanimously approved to accept the agenda as amended.

The Historic District Review Board reviewed the minutes of the October 15, 2013 Regular Meeting.

Motion made by Terry Strub, seconded by John Caton, to approve the minutes of the October 15, 2013 Regular Meeting as presented. The motion was unanimously approved.

NEW BUSINESS:

A. 711 Tazewell Avenue – Adding gutters, adding windows, and replacing windows

Rob Testerman explained that the application was an alteration to an existing accessory structure at the Fig Street Inn. The proposal included the addition of gutters, three new windows and replacement of existing three windows. The original application was given a Certificate of Appropriateness in October 2012 however, it expired October 2013. Also, one of the windows was originally proposed to be a small window, but was now proposed to be an egress window since the building code requirements changed.

Motion made by Terry Strub, seconded by John Caton, to approve the application for 711 Tazewell Avenue as presented. The motion was unanimously approved.

B. 1 Pine Street – Repair window casings, replace front doors

Rob Testerman explained that he received an application from Bill Parr for repair of the roof, repair of the front window casings, replacement of the front doors, rebuilding of the transoms and removal of the paint on one of the two storefronts. The building was listed as a contributing structure.

Bill Parr stated that the restoration would be an exact reproduction to keep the building as original as possible.

Sandra Salopek questioned the use of the building and Mr. Parr stated that the north unit would be a hotel room and the south unit would be an office, but eventually a hotel room.

Motion made by Sandra Salopek, seconded by Terry Strub, to approve the application for 1 Pine Street as presented. The motion was unanimously approved.

C. 619 Monroe Avenue – Second floor addition

Rob Testerman explained that he received an application from Quality Structure, LLC representing Jim and Jocelyn Blanchard for a second floor addition. The construction would be done within the existing footprint of the home and the siding was proposed to be hardy plank. The home was listed as a contributing structure.

Sean Ingram explained that the house was originally a brick four square, but after a fire the home was converted into a rancher.

Motion made by John Caton, seconded by Sandra Salopek, to approve the application for 619 Monroe Avenue as presented. The motion was unanimously approved.

D. 114 Peach Street – Addition

Joe Fehrer stated that he would recuse himself from Item D since he was the owner of the property.

Rob Testerman explained that he received an application from Quality Structure, LLC representing Kim and Joe Fehrer for a rear addition on the second floor of the existing home. The home was not listed on the register as a contributing structure. It seemed to have been missed as it should have been on the register. The addition was proposed to have hardy plank siding to match the existing siding and the roof shingles would match the existing.

Motion made by Terry Strub, seconded by John Caton, to approve the application for 114 Peach Street as presented. The motion was unanimously approved with Joe Fehrer abstaining from the vote.

E. 555 Mason Avenue, Unit B – Replacing garage door with storefront window

Rob Testerman stated that he received an application from Filler Up Properties LLC for the removal of a garage door and the addition of a storefront window to match the existing. The building was listed as a contributing structure, however there were additions built in the 1950's. The wall under the new replacement window would be built to match the existing façade. Rob Testerman stated that a hair salon was potentially relocating to the building.

Joe Fehrer suggested that the Board could state in the motion that they would like to see the bottom of the new window match the opposite side. The Board was in agreement that the replacement of the garage door with a window would be an improvement.

Motion made by Terry Strub, seconded by John Caton, to approve the application for 555 Mason Avenue Unit B with the stipulation that the replacement wall under the new window be built to match the existing façade. The motion was unanimously approved.

OLD BUSINESS:

Rob Testerman spoke with Jeb Brady about the chimney at 621 Jefferson Avenue. Jeb Brady stated that he did not have a timeframe for the chimney construction, but would ask the owners.

ANNOUNCEMENTS:

Rob Testerman reported the following: i) The Alliance subscription had been paid. Hard copies of the subscriptions would be mailed to the Town Hall; ii) Ted Warner resigned and was replaced by Sandra Salopek. The Historic District Review Board (HDRB) By-Laws and Ordinance stated that when possible, the Board should have a member who served on the Planning Commission. Sandra Salopek was the Planning Commission representative who was appointed to the HDRB by Town Council; and iii) The homeowner brochures were updated and distributed with every tax bill. Rob Testerman suggested distributing some to real estate offices and contractors.

Sandra Salopek asked if the business La Mer was legal since it was in a home on the corner of Randolph Avenue and Peach Street. Rob Testerman stated that the business owners would have had to get zoning clearance and complete a requirements checklist for a home occupation. Sandra Salopek asked if that had to be brought to the Board. Rob Testerman explained that it would only be brought to the Board if they were making alterations to the exterior of the building. Some minor alterations could be approved administratively. Rob Testerman also pointed out that the uses of a building were not under the purview of the HDRB.

Motion made by John Caton, seconded by Terry Strub, to adjourn the Historic District Review Board Regular Meeting. The motion was unanimously approved.

Vice Chairman Joe Fehrer

Asst. Town Clerk

Historic District Review Board Staff Report

From: Rob Testerman
Date: January 13, 2014
Item: 4A – 207 Mason Avenue
Attachments: Application, Drawings, and Photos

Application Specifics

An application has been received from Mr. Wang for an alteration to the existing approved plan. Previously, second and third floor additions were approved by the Planning Commission and the Historic District Review Board. The existing approved plans have a single door retail entryway.

The applicant wishes to replace the single door with a double door entryway. This would widen the existing entryway, and reduce the size of the storefront window on the east side of the building. The plans show single pane glass doors to be used.

Discussion

- All other aspects are to remain as shown on the elevation dated 10/19/10.
- The guidelines do not mention either the use, or the discouraging of use of double doors on store fronts. There are currently four other storefronts in the commercial district (Mason Ave., Strawberry St. and Peach St.) with double doors. These are Hotel Cape Charles, a vacant building next door to the Wilson Building, Stage Door Gallery and the Betis Building (Coldwell Banker)

Recommendation

Discuss the application and determine if the proposal is in keeping with the character of the surrounding historic commercial area, in order to issue a Certificate of Appropriateness, if suitable.

MUNICIPAL CORPORATION OF CAPE CHARLES, VIRGINIA

Application for Historic District Review

Date: 01/07/2014
* (Attach plans)

Permit No.: _____
Fee: \$50.00

Applicant: MENG QIN WANG
Address: 207 MASON AVE
Telephone: 767-531-5060

Signature: _____
Cape Charles, VA 23310
Cell: _____

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

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

Location of Improvement: 207 MASON AVE
Lot No.: _____ Block No.: _____ Lot Size: _____ Lot Area: _____
Type of Improvement: CHANGE FROM SINGLE TO DOUBLE DOORS 1ST FLOOR LEVEL
Proposed Use: _____
Estimated Construction Costs: _____

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

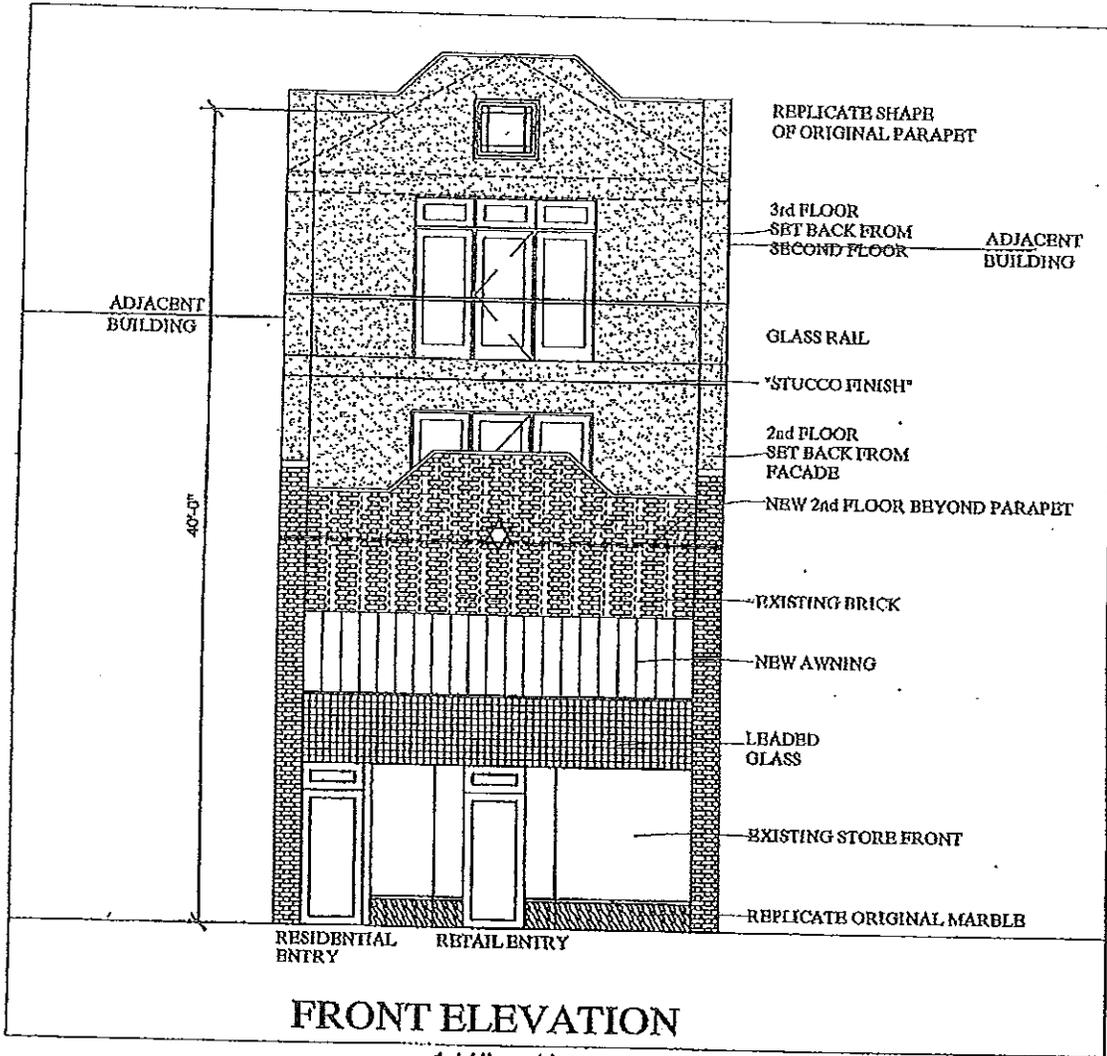
Town Water Permit: _____ Town Sewer Permit: _____

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: Meng Qin Wang

CODB & ZONING NOTES
 CAFE CHARLES ZONING DISTRICT C1
 EXISTING USE- M- COMMERCIAL 1 STORY
 PROPOSED USE MIXED- 1ST FLOOR- M COMMERCIAL
 2ND AND 3RD FLOORS- R3- 1&2 FAMILY RESIDENTIAL

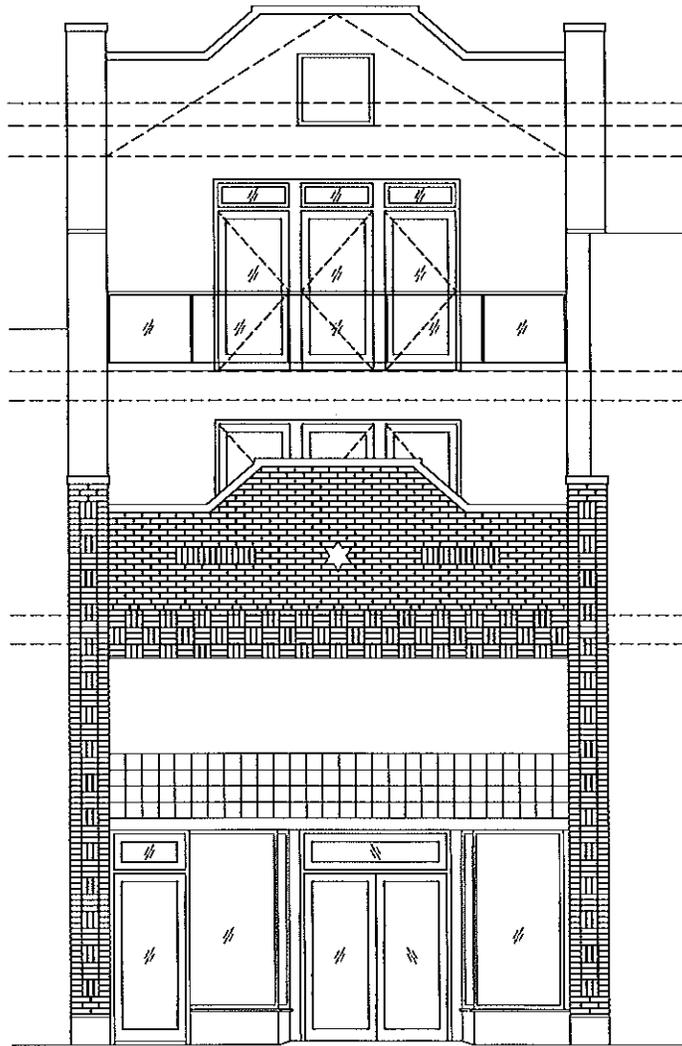


1/4"=1'

venue

AND SECTION

LP	10/19/10		SK-1
20105	1/8"=1'		



ELEVATION

1/8" = 1'-0"



TWO OF FOUR EXISTING DOUBLE DOOR ENTRANCES IN COMMERCIAL DISTRICT

Historic District Review Board Staff Report

From: Rob Testerman
Date: January 14, 2014
Item: 4B – 500 Tazewell
Attachments: Application, Drawings, and Photos

Application Specifics

This application is for a Town owned property, 500 Tazewell, the former library building. The building is being outfitted to be used, in part, as a meeting place for the Town's Boards and Town Council. In order to make the building ADA compliant, a handicap ramp is required.

The ramp is proposed to be on the east side of the building.

Discussion

- Of the two plans shown on the elevation attachment, the Town has opted for "Option A", which includes a plank fence, to be made of a vinyl/pvc material, wooden decking for the floor of the ramp, and metal handrails.
- A new entry way will be required on the east side of the building, at the top of the landing of the ramp/stairs. A four panel exterior door, similar to the existing front doors will be used.
- The ramp will extend approximately seven feet off the side of the building.
- The guidelines do not mention standards for handicap ramps or stair railings

Recommendation

Discuss the application and determine if the proposal is in keeping with the character of the surrounding historic area, in order to issue a Certificate of Appropriateness, if suitable.

MUNICIPAL CORPORATION OF CAPE CHARLES, VIRGINIA

Application for Historic District Review

Date JANUARY 6, 2014
*(Attach plans)

Permit No. _____
Fee: \$50.00

Applicant TOWN OF CAPE CHARLES Signature [Signature]
Address 2 PLUM STREET Cape Charles, VA 23310 Telephone 757.331.3259

Owner SAME
Address _____ City _____ State _____ ZIP Code _____

Contractor _____
Address _____ City _____ State _____ ZIP Code _____
Town License No. _____ State License No. _____

Location of Improvement 509 TABERNELL AVENUE
Lot No. 476 Block No. _____ Lot Size 46 x 140 Lot Area _____
Type of Improvement CHANGE OF USE
Proposed Use MEETING SPACE REC AREA
Estimated Construction Costs 40 K

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

Structure or 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] 01/06/2014

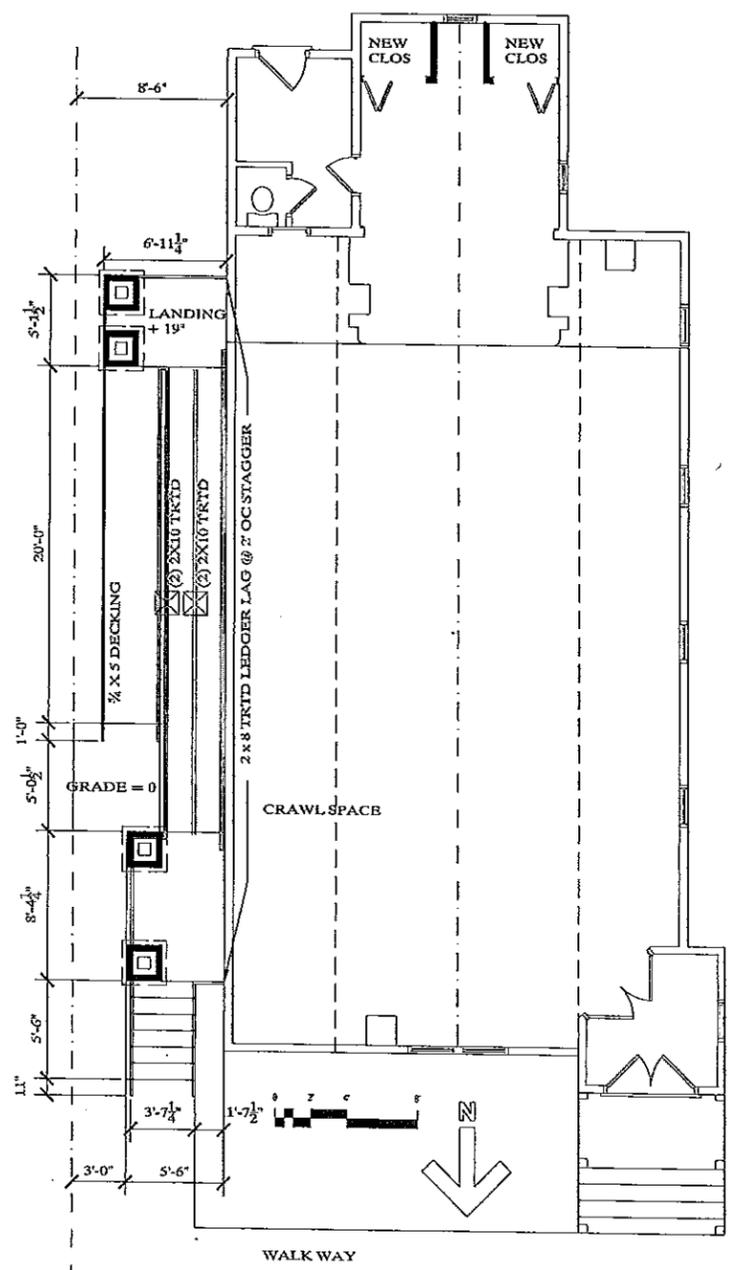
BUILDING PERMIT

Issuance of a Certificate of Appropriateness in itself does not permit the applicant, owner, or contractor to proceed with the improvements noted above. Improvements can proceed only after issuance of a building permit from the Cape Charles Building Official, whose office is in the Municipal Building at 2 Plum Street in Cape Charles and who can be reached at 757-331-2176.

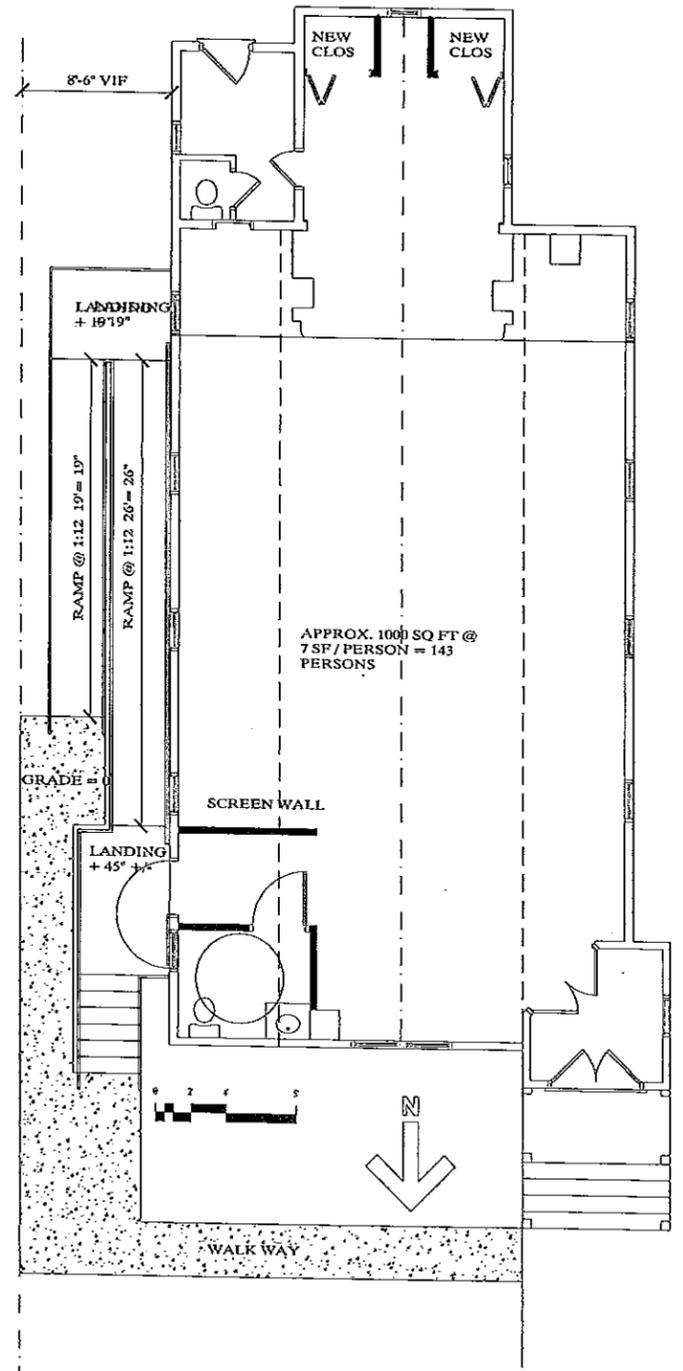
Date Approved _____ Date Denied _____

Zoning Administrator _____

PROVIDE 16" X 16" CMU PIER W/ 4" BRICK VENEER TO MATCH EXISTING AT EXPOSED FACE. GROUT SOLID, PROVIDE STRAP THROUGH FOOTING, AND PIER. FOOTING TO BE 2'-6" X 2'-6" X 1' DP CONC W/ 3-#5 EA WAY BOT. BEAR ON UNDISTURBED EARTH.



FOUNDATION PLAN



FIRST FLOOR PLAN



PARHAM

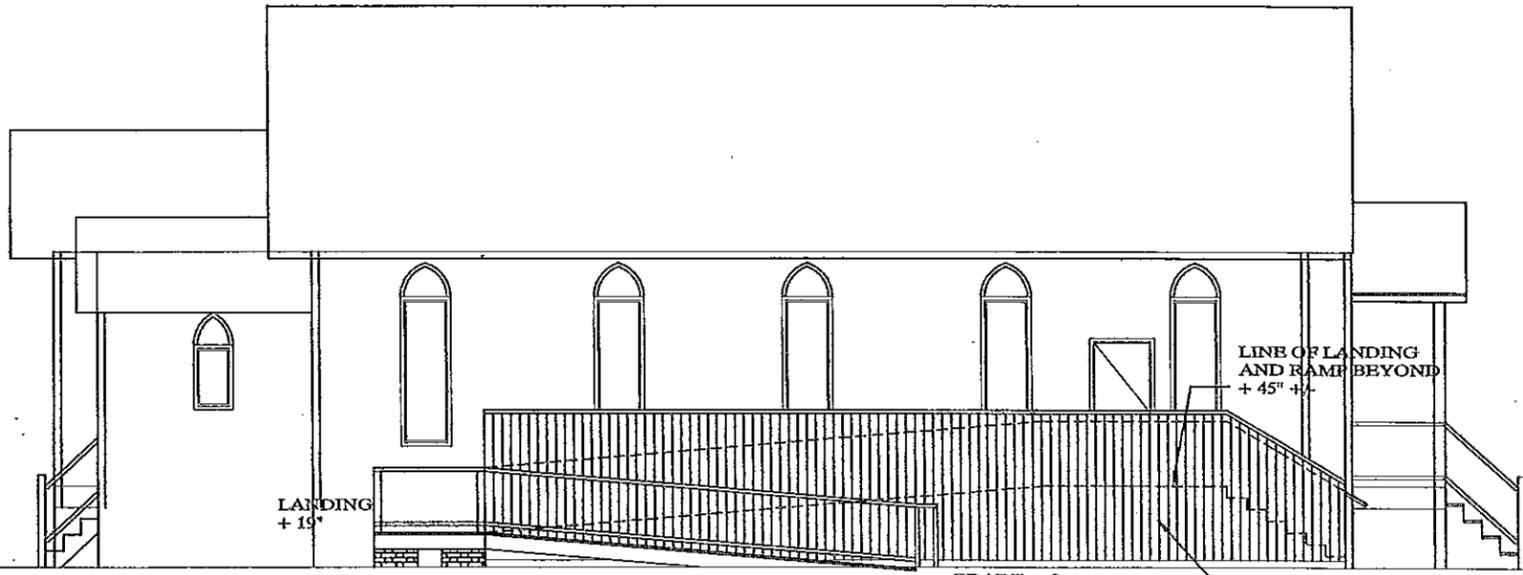
210 HARBOR AVENUE, CAPE CHARLES VIRGINIA 23310-3217
757.331.8133 ... rkitek@verizon.net
LEON FULLER PARHAM, ARCHITECT, R A, NCARB

500 TAZEWELL AVENUE, CAPE CHARLES, VA
RENOVATION

PROPOSED ACCESS RAMP PLANS & DETAILS

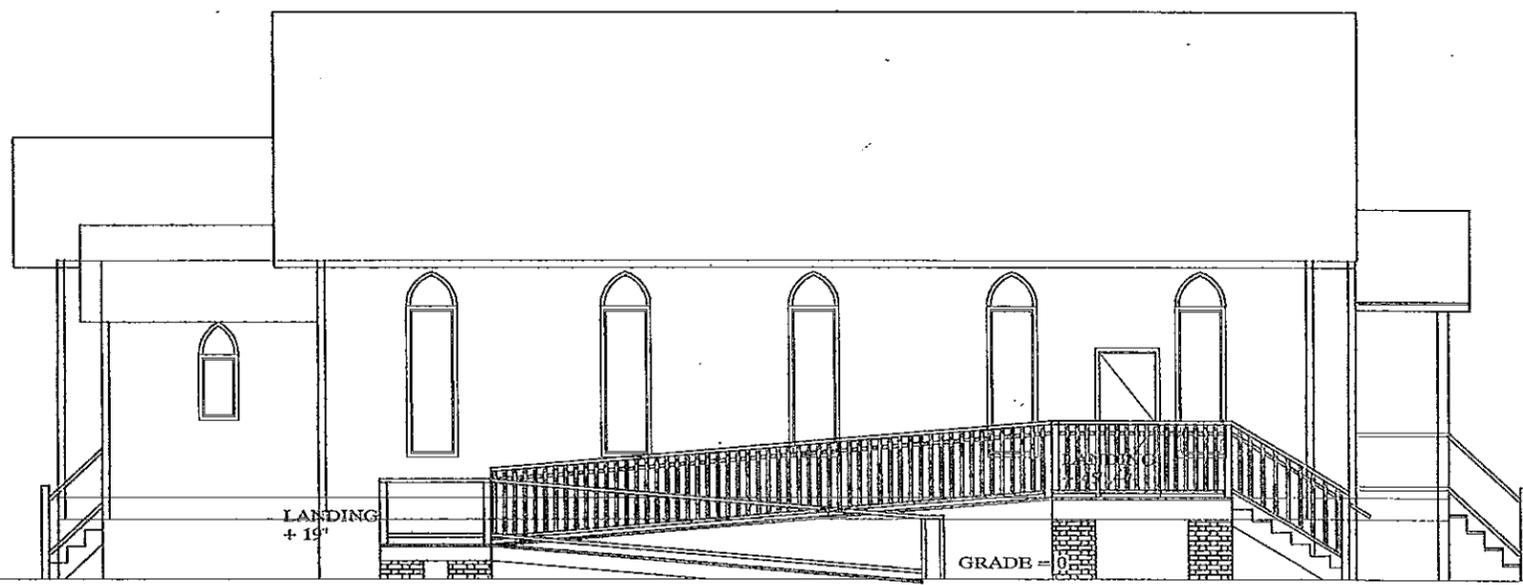
201309

LP	12/4/13		
	1/4"=1'		A-1



A

PLANK FENCE AND OPEN RAIL



B

OPEN RAIL



PARHAM

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

500 TAZEWELL AVENUE, CAPE CHARLES, VA
 RENOVATION

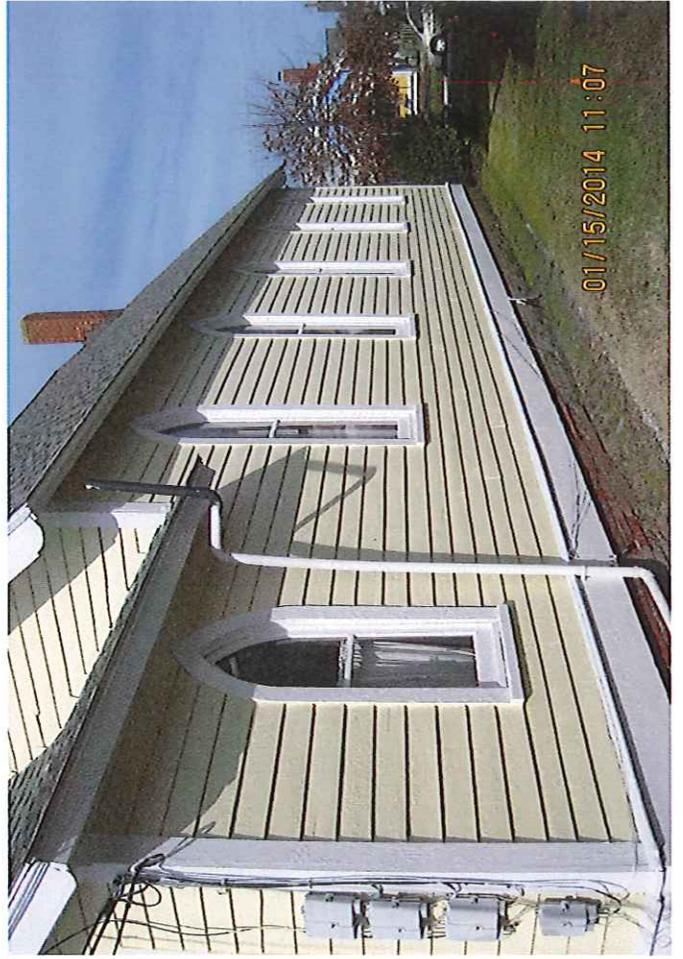
RAMP ELEVATION ALTERNATES

201309

LP	12/4/13		
	1/4"=1'		A-2



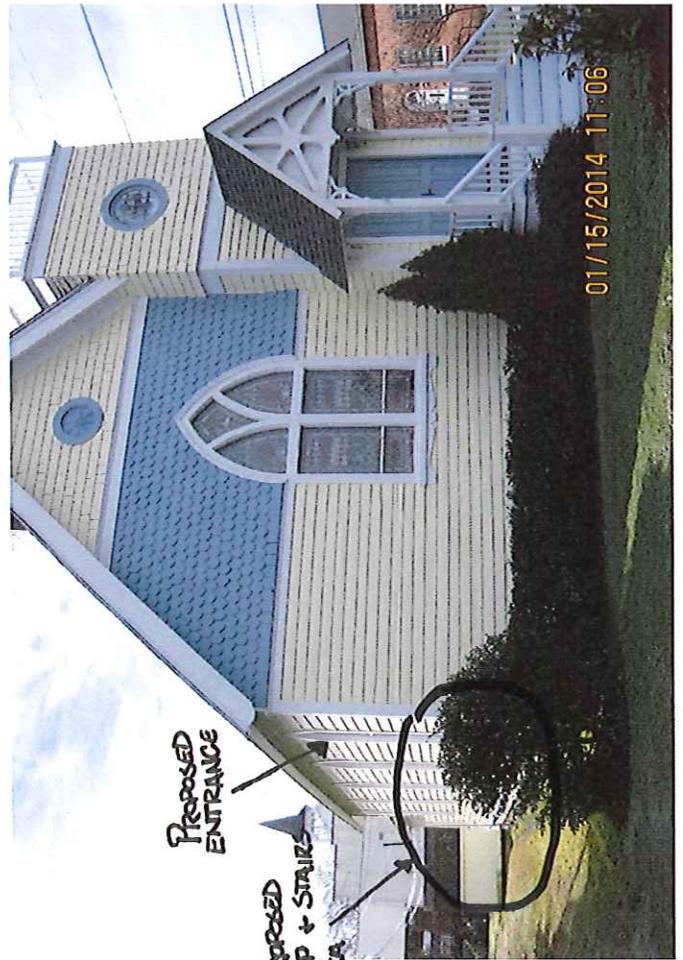
01/15/2014 11:07



01/15/2014 11:07



01/15/2014 11:06



01/15/2014 11:06

Proposed
ENTRANCE

Proposed
RAMP + STAIRS
AREA