

# Historic District Review Board

## Regular Session Agenda

August 19, 2014

Cape Charles Civic Center

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. Harbor Area Review Board Appointment
  - B. 328 Randolph Ave. - Renovation
5. Old Business
6. Announcements
7. Adjourn



**DRAFT**  
**HISTORIC DISTRICT REVIEW BOARD**  
**Regular Meeting**  
**Town Hall**  
**June 17, 2014**  
**6:00 p.m.**

At 6:00 p.m. 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, David Gay, Sandra Salopek and Terry Strub. Also in attendance were Town Planner Rob Testerman and Assistant Town Clerk Amanda Hurley.

The Board observed a moment of silence which was followed by the recitation of the Pledge of Allegiance.

**CONSENT AGENDA:**

**Motion made by Terry Strub, seconded by David Gay, to accept the agenda as presented. The motion was unanimously approved.**

The Historic District Review Board reviewed the minutes of the March 18, 2014 Regular Meeting.

**Motion made by David Gay, seconded by John Caton, to approve the minutes of the March 18, 2014 Regular Meeting as presented. The motion was unanimously approved.**

**NEW BUSINESS:**

**A. 209 Jefferson Ave -Siding**

Rob Testerman stated that the original application was submitted September 2013 for a rear addition and deck. The applicants had originally applied for the hardi-plank siding, but were proposing vinyl instead. Rob Testerman passed around a sample of the siding that he received from the contractor and explained that the insulated vinyl siding was the same of that approved at the last HDRB meeting for 368 Tazewell Avenue. The guidelines stated that synthetic material to replace or cover the original materials should be avoided on buildings that contributed to the historic and architectural character of the district, however 209 Jefferson Avenue was not listed as a contributing structure. The guidelines also stated that if synthetic siding was used, it should match the size, type, style and surface appearance of the original material as closely as possible. Rob Testerman presented a few color photos of the home to the Board.

Joe Fehrer asked what the age of the home was. Rob Testerman stated that it was unknown because the register did not list the homes on that block of Jefferson Avenue.

The Board was in agreement that the proposed vinyl siding would be more appealing than the current siding and would be more consistent with the neighboring homes.

Terry Strub questioned what would happen to the shutters. The Board agreed that the home should keep the shutters for consistency in the neighborhood. Rob Testerman stated that he would inquire with the applicant and let the Board know.

**Motion made by David Gay, seconded by Terry Strub, to approve the application for vinyl siding at 209 Jefferson Avenue as presented subject to correction of any moisture, rot or infestation problems on the existing structure prior to covering with synthetic material, per guideline suggestions. The motion was unanimously approved.**

**OLD BUSINESS:**

There was no Old Business to discuss.

**ANNOUNCEMENTS:**

Rob Testerman stated that work was underway on the old school. Charon Ventures, LLC had applied for demolition permits with the Code Official. Rob Testerman and the Virginia Department Of Transportation (VDOT) were currently addressing comments on the site plan, specifically erosion and sediment control and VDOT's requirements for site access.

There was much discussion regarding the drainage issue at the corner of Plum Street. Rob Testerman stated that a section of curb and gutter at the intersection of Plum Street and Madison Avenue would be replaced as a VDOT requirement. Rob Testerman noted that this would not necessarily resolve the storm water ponding issues.

David Gay expressed his concern of the underground oil tank and Rob Testerman stated that it would be addressed.

Joe Fehrer mentioned that there were cats living under the school and inquired about closing off the foundation as part of the building permit. Rob Testerman stated that that would be the purview of the Code Official.

Rob Testerman stated that, during construction, the playground parking area would be closed off.

Joe Fehrer asked Rob Testerman to keep the Board informed of the project as it moved forward and also pointed out that the developer invited the Board to take a walk through of the school before renovations began. Rob Testerman stated that he would email the developer.

Rob Testerman commented that construction of the new home that was approved last month was underway at 368 Tazewell Avenue. The board agreed that the home looked very nice and the infill looked great.

Joe Fehrer pointed out that the ramp and stairs were completed at the Cape Charles Civic Center at 500 Tazewell Avenue.

**Motion made by Sandra Salopek, seconded by David Gay, to adjourn the Historic District Review Board Regular Meeting. The motion was unanimously approved.**

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Chairman Joe Fehrer

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Asst. Town Clerk

# Historic District Review Board Staff Report

From: Rob Testerman  
Date: August 11, 2014  
Item: 4B – 328 Randolph Avenue  
Attachments: Application, photos

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## Application Specifics

An application has been received for an amendment to a Certificate of Appropriateness from Mr. Scott Ward for 328 Randolph Ave. The work has already begun on the home, and a stop work order was issued for the exterior work until such time when HDRB approval was granted. The owner was told that the work to the interior of the house could continue, as well as painting of the siding.

## Discussion

- As can be seen in the photos, the house has been elevated with concrete block. Although the house itself is not new construction, the guidelines state that the foundation should be distinguished from the rest of the building. It is also generally recommended that one should not create a false sense of historic development. As this house previously sat at grade, staff feels that the new foundation is adequate.
- The windows and doors are being replaced. The windows are being replaced with a two-over-two window, as was originally constructed on the house. The new door can be seen in the attached photos
- New windows and a new windows walk are being constructed on the rear of the house.
- A new porch is proposed for the second floor, above the existing front porch. The guidelines state that secondary porches on the side or rear of the building can be one or two stories. The guidelines do not address a proposed second story porch on the front of the house.
- The bay window/bump out on the west side of the house is proposed to be extended upward to the second floor as well.
- A new back deck which runs the length of the house, and will be 15 feet deep is proposed for the rear yard. The guidelines state that the board should give more importance to visible front and side porches than to rear porches.

## Recommendation

Review the attached materials and discuss any questions or concerns regarding the application. Decide whether the board feels that a Certificate of Appropriateness is appropriate for the application.

MUNICIPAL CORPORATION OF CAPE CHARLES, VIRGINIA  
Application for Historic District Review (CCHDR)

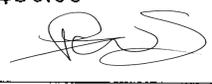
Date: \_\_\_\_\_

Permit No.: \_\_\_\_\_

\* (Attach plans)

Fee: \$50.00

Applicant: \_\_\_\_\_

Signature:  \_\_\_\_\_

Address: \_\_\_\_\_, Cape Charles, VA 23310

Telephone: \_\_\_\_\_ Cell: \_\_\_\_\_

Owner(s): \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Contractor: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Cell: \_\_\_\_\_

Town License No.: \_\_\_\_\_ State License No.: \_\_\_\_\_

Location of Improvement: \_\_\_\_\_

Lot No.: \_\_\_\_\_ Block No.: \_\_\_\_\_ Lot Size: \_\_\_\_\_ Lot Area: \_\_\_\_\_

Type of Improvement: \_\_\_\_\_

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:  \_\_\_\_\_





**Original Photo (matching same windows) - Planning on increasing the panes frame piece to widen the look to match the originals perfectly . It will be milled on site or sent to local sawmill for milling - will just be an outer frame piece to match the 1 inch cross frame. "it will look terrific." "as you can tell the house already looks happier "chuckling."**



**New windows/back Widows Walk - A number of homes sited have similar "widow walks". Any adjustments, recommendations from HRB we will redily complied with.**

We have reclaimed alot of the original window fram pieces - we will restore and reinstall all that we have - Keith has already milled the replacement piece matching perfectly to the original ones that were not salvagable.



3 Location Map  
Scale: 1/2" = 1'-0"



2 Existing House  
Scale: 1/2" = 1'-0"

**PROJECT DIRECTORY**

**OWNER**

SCOTT & CATHERINE WARD

**ARCHITECT**

DAVID D. QUILLIN, AIA, LEED AP  
5705 WATERSIDE DRIVE  
BERLIN, MD 21811

**CONTRACTOR**

TBD

7/10/14 50% Schematic Design

Note: Do not scale drawings. Contact Architect for any errors, omissions, or clarification before proceeding with work.

**Scope of Work**

- Renovation of an existing Single Family Residence
- Conditioned Space
 

First Floor Level:	1165sf
Second Floor Level:	944sf
Total Square Footage:	2109sf
- Construction type: VB

**Site Information**

Map:  
Grid:  
Parcel:  
Subdivision:  
Lot:  
Plat #:  
County:

Size:        acres

FEMA Flood Zone:

Proposed Renovations to the  
**WARD RESIDENCE**  
328 Randolph Street  
Cape Charles, VA

**Code Information**

Applicable Codes  
2009 Virginia Uniform Statewide Building Code, references:  
2009 International Residential Code  
2009 International Energy Conservation Code  
2008 NFPA 70 National Electrical Code

**Zoning Data**

Zoned:

Setbacks:

Front yard setback:	Required:	0'
	Min. Actual:	0'
Side yard setback:	Required:	0'
	Min. Actual:	0'
Rear yard setback:	Required:	0'
	Min. Actual:	0'
Max. building height:	Required:	0'
	Actual:	0'

**General Notes**

- Refer to Specifications for all work
- General Contractor shall verify all dimensions and conditions at the job site before starting work and shall notify Architect of any discrepancies or errors.
- Plan dimensions are to face of framing unless noted otherwise.
- Written dimensions take precedence over scaled dimensions. Do not scale drawings.
- Specific details and notes shall have precedence over general details and notes.
- The Contractor is solely responsible for all safety regulations, programs and precautions related to all work on this project.
- The Contractor is solely responsible for the protection of persons and property either on or adjacent to the project and shall protect same against injury, damage or loss.
- These drawings and specifications are the property and copyright of the Architect and shall not be used on any other work except by agreement with Architect.

**Abbreviations**

aff	Above Finished Floor
approx.	Approximate
arch	Architect (ural)
bm	Beam
blk	Block
bd	Board
cab	Cabinet
clg	Ceiling
clg ht	Ceiling Height
ctr	Center
clr	Clear (ance)
conc.	Concrete
c.m.u.	Concrete Masonry Unit
cont.	Continuous
dia.	Diameter
dim.	Dimension
dr	Door
dwg	Drawing
elev.	Elevation
eq.	Equal
(e)	Existing
ext	Exterior
fin.	Finished
f.e.	Fire Extinguisher
ftr	Floor(ing)
fluor	Fluorescent
ga.	Gauge
galv.	Galvanized
G.C.	General Contractor
gyp. bd	Gypsum Board
H.C.	Handicapped
HVAC	Heating, Venting, Air Conditioning
ht	Height
hb	Hose Bib
hw	Hot Water
in.	Inch
matl	Material
max	Maximum
min	Minimum
misc	Miscellaneous
nom	Nominal
N.I.C.	Not in Contract
o.c.	On Center
opp	Opposite
pvc	Polyvinyl Chloride
r	Radius
rev.	Revised
r.o.	Rough Opening
sim.	Similar
sq.	Square
s.s.	Stainless Steel
std.	Standard
t.o.	Top of
typ.	Typical
u.n.o.	Unless Noted Otherwise
vert.	Vertical
v.i.f.	Verify in Field
wd	Wood
wwf	Welded Wire Fabric

1 Aerial Perspective  
Scale: 1/2" = 1'-0"

Ward Residence Renovation  
328 Randolph Street  
Cape Charles, VA

DAVID D. QUILLIN, AIA      ARCHITECT  
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BERLIN, MD. 21811  
TELEPHONE (410) 629 1464  
ddqarch@comcast.net

Date    07-10-14  
Job #    1404  
Scale    No Scale  
Title    Title Sheet

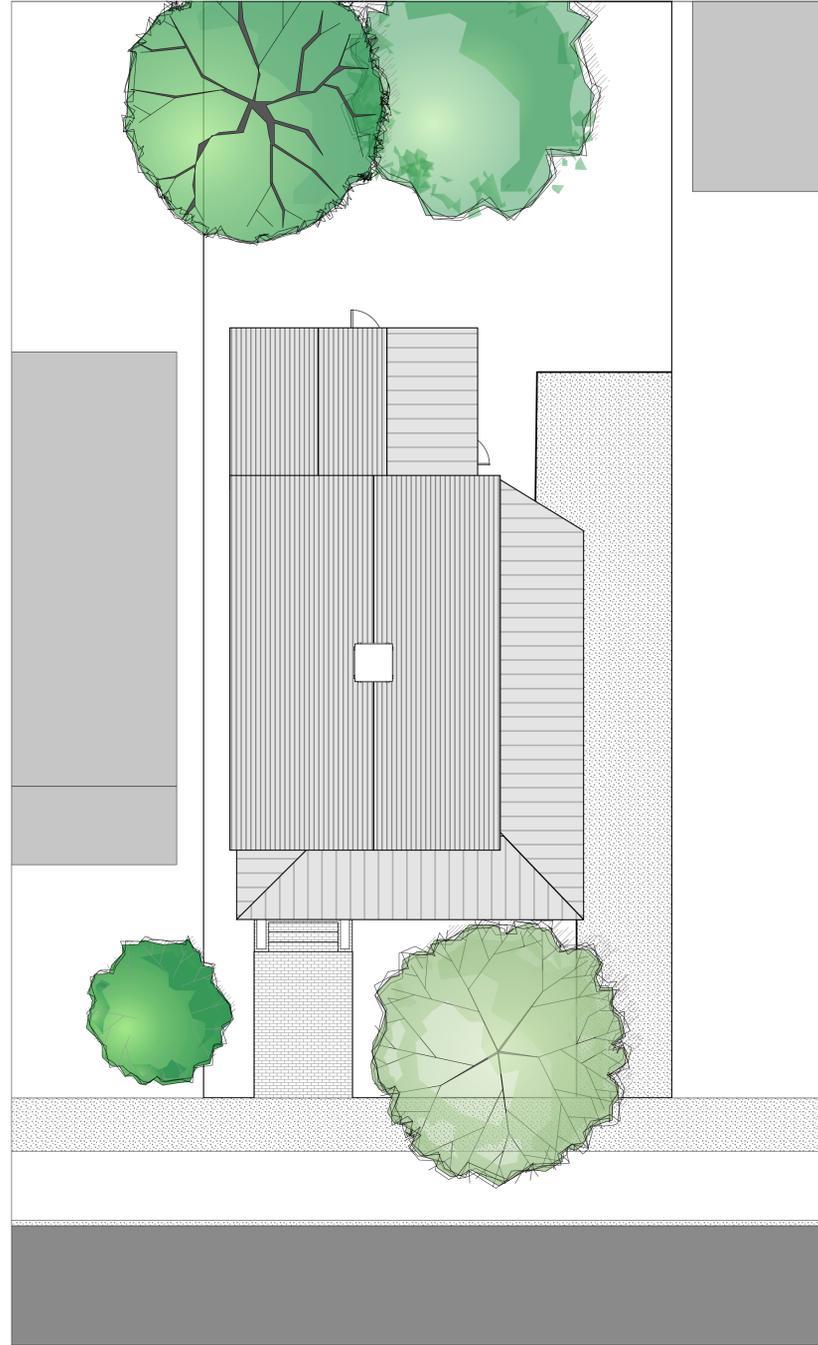
**A00**

**Drawing Index**

- A00 Title Sheet
- A01 Site Plan
- A10a Plans Scheme A
- A10b Plans Scheme B
- A30a Sections Scheme A
- A30b Sections Scheme B
- A40a Elevations Scheme A
- A40b Elevations Scheme B
- A90a Aerial Perspectives Scheme A
- A90b Aerial Perspectives Scheme B
- A91a Aerial Perspectives Scheme A
- A91b Aerial Perspectives Scheme B

Note: Do not scale drawings. Contact Architect for any errors, omissions, or clarification before proceeding with work.

Note: Site data is approximate only, as no survey has been provided.



**Ward Residence Renovation**  
 328 Randolph Street  
 Cape Charles, VA

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 ddqarch@comcast.net

Date 07-10-14  
 Job # 1404  
 Scale Varies  
 Title Site Plan

**A01**

Note: Do not scale drawings. Contact Architect for any errors, omissions, or clarification before proceeding with work.



New cupola with motorized awning windows to exhaust hot air  
 New low wall in attic around opening to hallway below

2 Section  
 A30a Scale: 1/4" = 1'-0"

1 Section  
 A30a Scale: 1/4" = 1'-0"

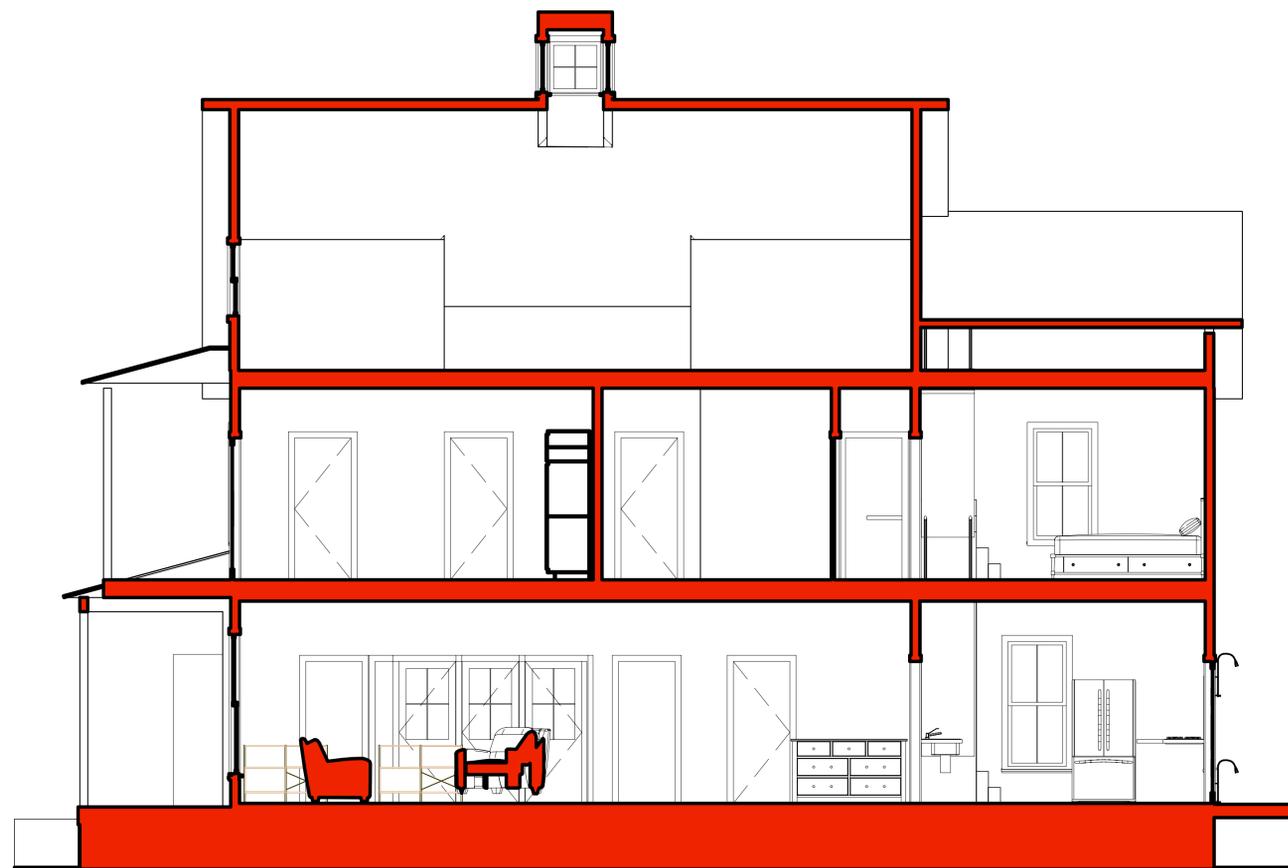
Ward Residence Renovation  
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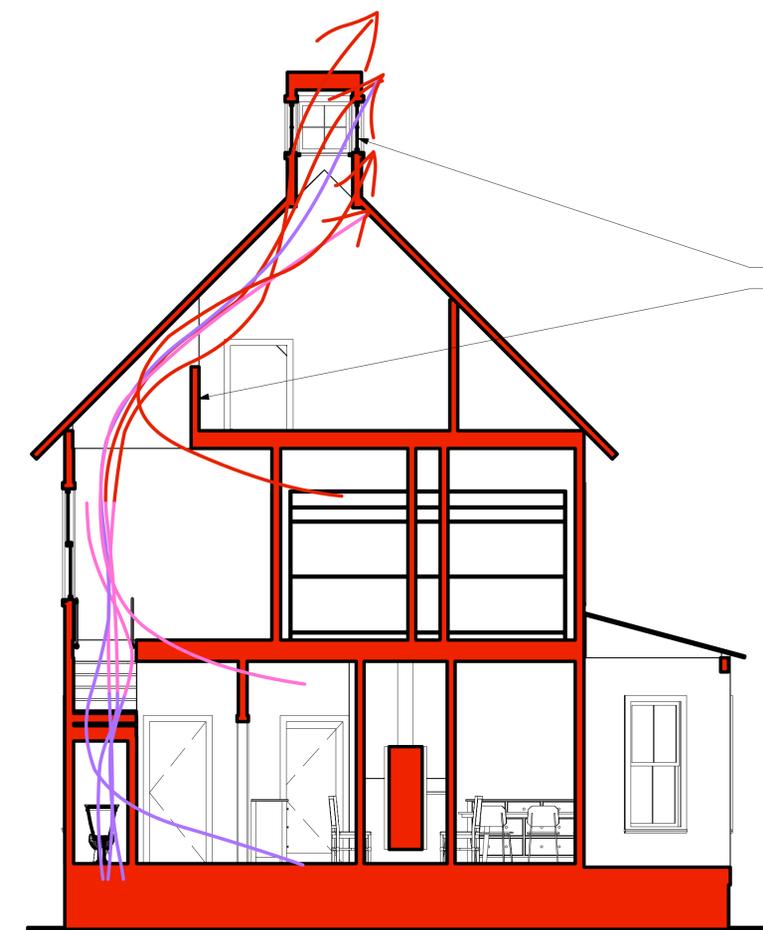
Date 07-10-14  
 Job # 1404  
 Scale 1/4" = 1'-0"  
 Title Sections Scheme A

A30a

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2 Section  
A30b Scale: 1/4" = 1'-0"



New cupola with motorized awning windows to exhaust hot air  
New low wall in attic around opening to hallway below

1 Section  
A30b Scale: 1/4" = 1'-0"

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Date 07-10-14  
Job # 1404  
Scale 1/4" = 1'-0"  
Title Sections Scheme B

A30b

**Catherine's(Wife) Favorite rendering, however it bears to mention that if approved it was not the intention to add a roof line - only the open decks, which is typical of a 2nd floor balcony for the time period on the water towns.**

**We think the original builders couldn't afford the additional material for the 2nd floor bump out, we've sited countless double bump outs - we think it would match with the other and really restore this amazing Folk Vic... to the original structure.**



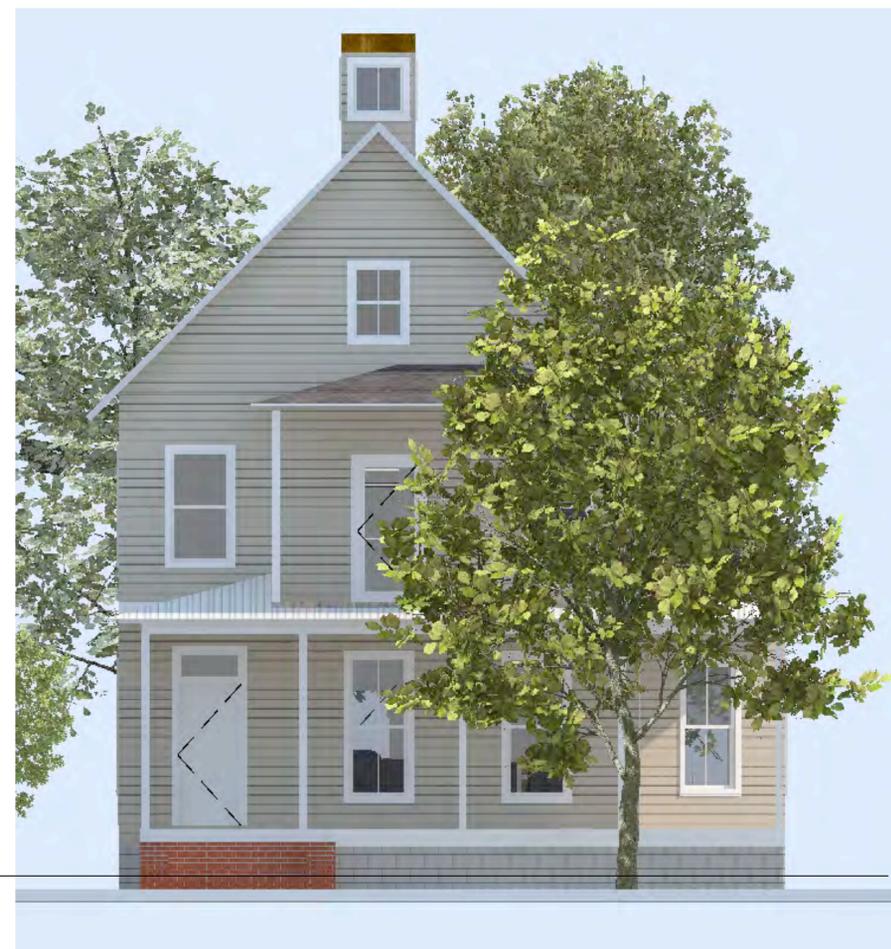
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Date 07-10-14  
Job # 1404  
Scale 1/4" = 1'-0"  
Title Elevations Scheme A

A40a

Note: Do not scale drawings. Contact Architect for any errors, omissions, or clarification before proceeding with work.



Ward Residence Renovation  
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Cape Charles, VA

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Date 07-10-14  
Job # 1404  
Scale 1/4" = 1'-0"  
Title Elevations Scheme B

A40b



**Adding a Deck on the back over looking a customed victorian garden being designed by a Master Gardener locally.**

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Date 07-10-14  
Job # 1404  
Scale No Scale  
Title Aerial Views Scheme A

**A90a**



**My Favorite rendering (cheaper and looks just as good) although the 2nd floor bump out would look great in this one as well. I do think the roof line in the front standalone 'widows walk' is appropriate for the timeline and a Front single balcony.**

**Ward Residence Renovation**  
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Date 07-10-14  
Job # 1404  
Scale No Scale  
Title Aerial Views Scheme B

**A90b**

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Ward Residence Renovation  
328 Randolph Street  
Cape Charles, VA

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Date 07-10-14  
Job # 1404  
Scale No Scale  
Ground Views Scheme A

A91a

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Ward Residence Renovation  
328 Randolph Street  
Cape Charles, VA

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ddqarch@comcast.net

Date 07-10-14  
Job # 1404  
Scale No Scale  
Title Ground Views Scheme B

A91b

**In Summary:**

**We will maintain the original look and feel of the house within the budgetary limits and the HRB recommendation and approvals.**

**- Sad thing about this property (not so much now) was the extended time it remained unfinished - when the portions of the the foundation failed water was entering over the bump out and the back lower roofline - this cause havoc inside without proper ventilation etc... all of the previous owners efforts were ruined by water and or microbes... It has been fully gutted to remove and fix damages inside.**

**- We anticipate solutions by October 7 or sooner with the rate of repairs and my Master Carpenter Keith's good care.**

**I humbly ask your full support of one or all of the renderings. The house will be an amazing addition to the wonderful town of Cape Charles and CJ and I are very much looking forward to our retirements and much more time down on the cape in the coming years.**

**I can be reached at 540.847.1777 for any questions and available for face to face meetings if need be. I am a fan of online video meetings of which I would absorb the cost if the board would like to stream line our request and need a meeting.**

**Thank you and kind regards,**

**Scott Ward**

