

# Historic District Review Board

## Regular Session Agenda

December 15, 2015

Cape Charles Civic Center – 500 Tazewell Avenue

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. Application 219 Tazewell – porch addition to rear of building
5. Old Business
  - A. Guidelines review – Architectural Metals; Synthetic Siding; Paint (pages 53 - 57)
6. Announcements
7. Adjourn



**DRAFT**  
**HISTORIC DISTRICT REVIEW BOARD**  
**Regular Meeting**  
**Cape Charles Civic Center**  
**November 18, 2015**  
**6:00 p.m.**

At approximately 6:00 p.m. Terry Strub, having established a quorum, called to order the Regular Meeting of the Historic District Review Board (HDRB). In addition to Terry Strub, present were David Gay and Sandra Salopek. Joe Fehrer and John Caton were not in attendance. Also in attendance were Town Planner Larry DiRe and Assistant Town Clerk Amanda Hurley. Applicants Steve and Christy Smith of 8 Peach Street and owners Steve and Theresa Loomis of 628 Washington Avenue were in attendance. There were three members of the public in attendance.

**CONSENT AGENDA:**

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

The HDRB reviewed the minutes of the October 20, 2015 Regular Meeting.

**Motion made by Sandra Salopek, seconded by David Gay, to accept the minutes of the October 20, 2015 Regular Meeting as presented. The motion was unanimously approved.**

**NEW BUSINESS:**

*A. 8 Peach Street – Addition to rear of building and façade improvements*

The proposed use of the commercial property was an eating and drinking establishment (brew-pub). Larry DiRe stated that the proposed addition of the cooler room to the rear of the building would change the building's footprint.

Applicant Christy Smith stated that they were proposing to install a walk-in cooler on the rear, install awnings on the front and replace the garage door.

Assistant Town Clerk Amanda Hurley read Chairman Joe Fehrer's submitted comments regarding 8 Peach Street (please see attached).

There was some discussion regarding screening the walk-in cooler which would be partially visible from Mason Avenue. The applicants stated that a beer garden would eventually be created which would provide screening for the cooler with shrubbery.

**Motion made by Sandra Salopek, seconded by David Gay, to approve the application for 8 Peach Street as proposed. The motion was unanimously approved.**

*B. 628 Washington Avenue – New single-family home construction*

Owners Steve and Theresa Loomis gave an overview of their project. The home would have vinyl shake siding and would be modeled after a craftsman style home.

David Gay pointed out that there was a lot of roof space and asked the owners if they had considered dormers. Mr. Loomis stated that they were not partial to dormers and adding them would also be cost prohibitive.

Assistant Town Clerk Amanda Hurley read Joe Fehrer's comments regarding 628 Washington Avenue (please see attached).

**Motion made by David Gay, seconded by Terry Strub, to approve the application for 628 Washington Avenue as proposed. The motion was unanimously approved.**

**OLD BUSINESS:**

*A. Guidelines review – cornices; masonry; wood (pages 48-53)*

David Gay stated that the cornices section of the guidelines was clear and maintained the integrity of the historic district.

There was some discussion regarding the masonry section and painting brick surfaces.

Assistant Town Clerk Amanda Hurley read Joe Fehrer’s comment regarding the wood section of the guidelines (please see attached). The Board agreed to add verbiage restating and reinforcing the replacement of wood.

**ANNOUNCEMENTS:**

Larry DiRe reported that the Architectural Survey Coordinator at the Virginia Department of Historic Resources (DHR) contacted him regarding the funds DHR received from the National Park Service for Hurricane Sandy damage. Additional funding was available and DHR was interested in using the funding to update and expand the nomination form for the Cape Charles Historic District and assist the HDRB with decision making. Funding was also available for an information workshop for the HDRB members and the public with an emphasis on disaster planning and management. DHR would completely cover the costs.

David Gay pointed out that the Rosenwald school was not in the historic district but suggested adding it to the register. Larry DiRe commented that there were several homes on Washington and Jefferson Avenues that should be added as well.

**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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Board Member Terry Strub

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Asst. Town Clerk

**Historic District Review Board Meeting  
Comments Submitted in Writing  
November 18, 2015**

Hi All,

I won't be able to make the HDRB meeting this Wednesday, the 18th; I'll be out of the area attending a two day planning conference. I do have a few comments regarding the applications and guideline review.

8 Peach St:

Some type of screening or solid fencing could be installed to cover the freezer box (depending on its finished appearance) at the rear of the building, from view from Mason Ave.

The continuous transom over the front door and plate glass windows, as shown in the "proposed" elevation drawings looks appropriate and in keeping with the guidelines. I'm going to assume the current windows and door configuration is likely not original to the building, so in my opinion the design as applied for meets the guidelines.

628 Washington St:

The roof area of the proposed house (I realize it's a Cape Cod style) has much more mass when viewed from the side elevations, than the structure overall, could this appearance be softened by the addition of several dormers? Perhaps two per side?

Depending on the type, and height, of the foundation this may change the visual effect of the large roof area V. what is shown on the elevation drawings.

Guidelines:

Under the section concerning "Wood"; the removal of wood trim and other wooden architectural elements from homes in the historic district is, in my opinion, one of the most pervasive problems we have. I therefore feel we should highlight or otherwise make clear that items number 1 and 4 in this section are to be taken literally, as written.

All the best,

Joe Fehrer

# Historic District Review Board Staff Report

From: Larry DiRe   
Date: December 15, 2015  
Item: 4A – 219 Tazewell Avenue – porch addition to rear of building  
Attachments: Application, drawings, and photos

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## Application Specifics

An application has been received for a Certificate of Appropriateness for 219 Tazewell Ave. The proposed work on the home includes the addition of a 200 square-foot porch to the rear of the building. The building is a contributing structure located on a conforming size lot.

## Discussion

- A new rear-facing porch is proposed as addition to the building's existing footprint. This addition will be ten feet in width, twenty feet in length, and twelve feet in height. The guidelines state that secondary porches on the side or rear of the building can be one or two stories. The guidelines state that more importance should be given to visible front and side porches than to rear porches (Building Element 6, page 43).
- The new rear porch addition is proposed to be screened and sided with hardie board siding. Both of those features conform to the Guidelines.
- The proposed addition will feature a standing-seam, hipped roof. The roofing materials and design conform to the Guidelines (Elements 2 and 3, page 35).

## Recommendation

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

**Application for Historic District Review**

Town of Cape Charles  
2 Plum Street  
Cape Charles, VA 23310  
757-331-2036 Fax: 757-331-4820  
[planner@capecharles.org](mailto:planner@capecharles.org)

Date: 12/4/15

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

\* Please attach checklist items

Fee: \$100.00

Modification Fee: \$50.00

Special Meeting Fee: \$125.00

Applicant: Sean Ingram/ QS LLC Signature: \_\_\_\_\_  
Address: P.O. Box 4090 City: Cheriton State: VA Zip: 23316  
Telephone: (757) 331-4560 Cell: (757) 708-6404  
Email: sean@ingramqs@gmail.com

Owner(s): Richard and Sarah Boehling  
Address: 13521 Trilithon Rd. City: Midlothian State: VA Zip: 23113  
Telephone: (804) 594-3509 Cell: \_\_\_\_\_  
Email: rboehling@getproductive.com

Contractor: QS LLC  
Address: P.O. Box 1090 City: Cheriton State: VA Zip: 23316  
Telephone: (757) 331-4560 Cell: (757) 708-6404  
Email: heatherbehrsqs@gmail.com  
Town License No.: 15-0173 State License No.: \_\_\_\_\_

Location of Improvement: 219 Tazewell Ave.

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

Type of Improvement: kitchen renovation/addition

Proposed Use: kitchen

Estimated Construction Costs: \$110,000

Dimension of Structure or Improvement:  
Width: 10 Length: 20 Height: 12'  
Total Square Footage: 200

Structure of Improvement will be set back:  
75' from front property line  
5' + from side property line  
10' + from side property line on corner lot  
50' from rear property line  
40' from alley

Town Water Permit: \_\_\_\_\_ Town Sewer Permit: \_\_\_\_\_

## Application for Historic District Review

Town of Cape Charles  
2 Plum Street  
Cape Charles, VA 23310  
757-331-2036 Fax: 757-331-4820  
[planner@capecharles.org](mailto:planner@capecharles.org)

### Applicant Checklist:

These items must be submitted to the Town Planner no later than 14 days prior to the Historic District Review Board meeting. The Historic District Review Board meets the third Tuesday of each month.

- Completed signed application
- Application fee payable to "Town of Cape Charles"
- Site plan for any project proposing to alter the principal or accessory building footprint
- Scale drawings drawn to an appropriate scale of the site depicting the affected property and all buildings/structures
- Photos of existing/current structure
- Photos illustrating proposed project
- Material list (if applicable) including building materials, product descriptions and specifications

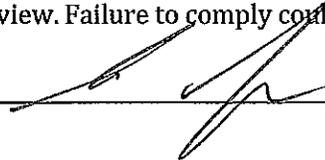
### CERTIFICATION OF APPLICANT

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.

I understand that delinquent real estate taxes must be paid before any permits will be issued per Cape Charles Town Code Sec. 66-4.

I acknowledge that I have received the checklist of items to be submitted to the Town Planner for Historic District Review Board review. Failure to comply could result in delayed application review.

Signature of Owner/Contractor: \_\_\_\_\_



Map Layers | Results | **Active Tools** | Tools | Export | Bookmarks

Measure ▶ ✖ ⌵

**Shape**

- Linear Distance
- Area

**Measurements**

show values change in real-time

Last Segment: 0  
Total Length: 0 Feet

[Save as Map Markup](#) Show Help

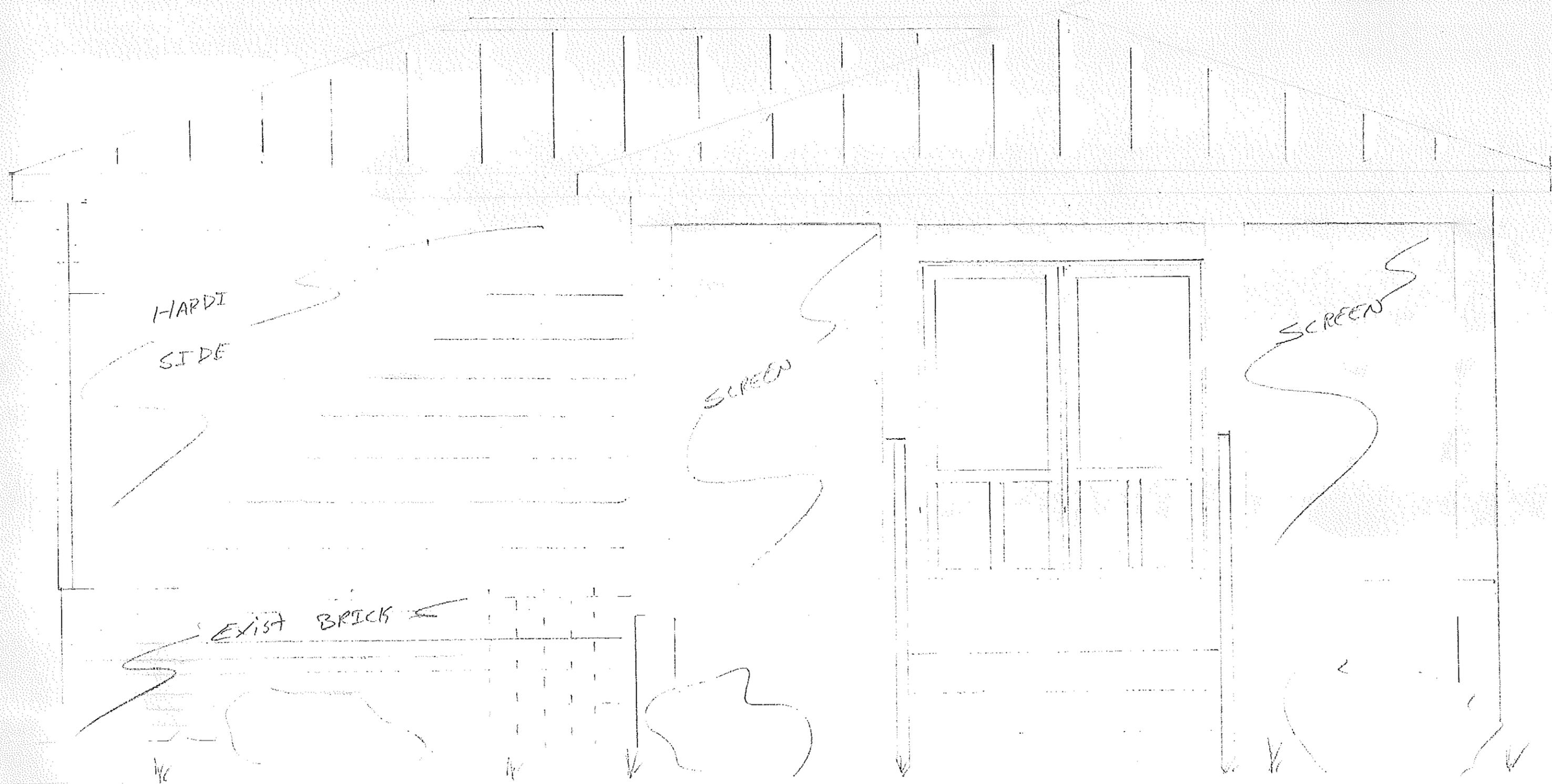


62.5 ft

Deg Min Sec ▲ Lat: 37° 16' 10.09"N Lon: 76° 01'

TAZEWELL AVE

ADDITION

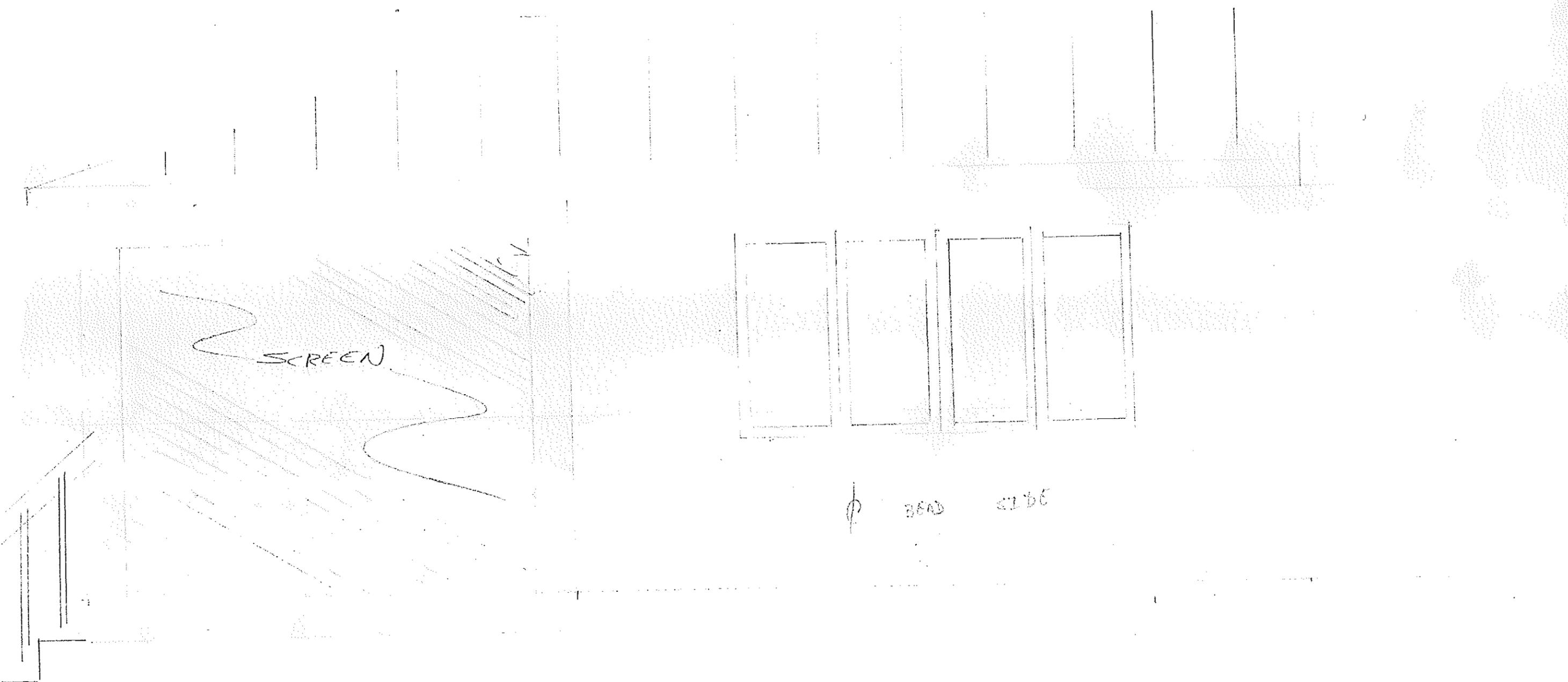


HARDI  
SIDE

SCREEN

SCREEN

EXIST BRICK



SCREEN

DOOR

# Historic District Review Board Staff Report

**From:** Larry DiRe   
**Date:** December 15, 2015  
**Item:** 5A – Guidelines update  
**Attachments:** Historic District Guidelines Architectural Metals, Synthetic Siding, and Paint

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## **Discussion**

The Historic District Review Board is doing an on-going review of the current Historic District Guidelines document. This month the Architectural Metals, Synthetic Siding, and Paint sections are for review (pages 53 – 57).

## **Recommendation**

Following discussion determine if updates are needed and provide direction to staff.

## MATERIALS

**5** Avoid using unpainted pressure-treated wood except for structural members that will be near the ground and outdoor floor decking.

✓ To test for rotten wood, jab an ice pick into the wetted wood surface at an angle and pry up a small section. Sound wood will separate in long fibrous splinters while decayed wood will separate in short irregular pieces. Alternatively, insert the ice pick perpendicular to the wood. If it penetrates less than 1/2 inch, the wood is solid; if it penetrates more than 1/2 inch, it may have dry rot. Even when wood looks deteriorated, it may be strong enough to repair with epoxy products.

✓ Wood requires constant maintenance. The main objective is to keep it free from water infiltration and wood-boring pests. Keep all surfaces primed and painted. As necessary, use appropriate pest poisons, following product instructions carefully. Recaulk joints where moisture might penetrate a building. Do not caulk under individual siding boards or window sills. This action seals the building too tightly and can lead to moisture problems within the frame walls and to failure of paint.

✓ Allow pressure-treated wood to season before

painting it. Otherwise, follow manufacturer's instructions for painting.

**1** Retain architectural metals used on historic properties. Cast iron, steel, pressed tin, copper, aluminum, bronze, galvanized sheet metal, and zinc are some of the metals that occur mainly in commercial storefronts, cornices, in decorative elements for elaborate turn-of-the-century residences, and fences.

## MATERIALS

**2** Clean metals using the gentlest means possible. Do not sandblast copper, lead, or tin. Do not remove the patina of a metal when it provides a protective coating and is also a significant finish such as on bronze or copper.

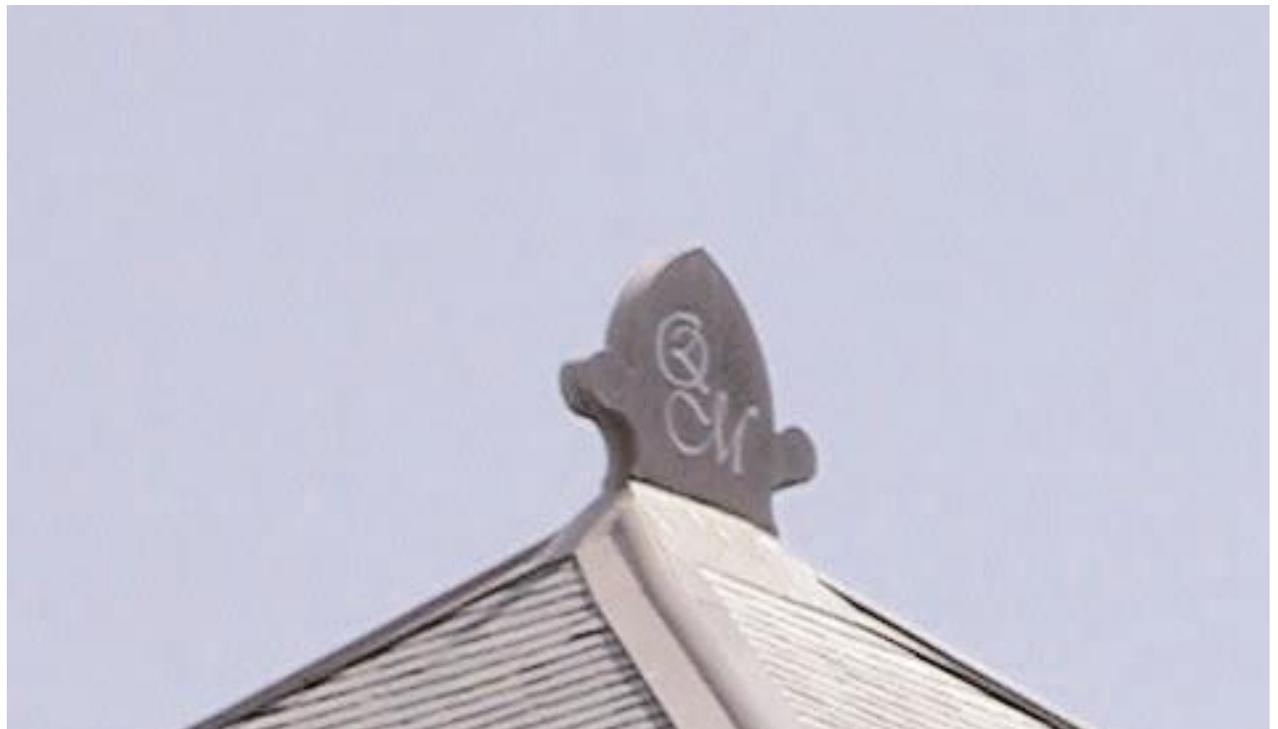
**3** Repair or replace metals as necessary, using identical or compatible materials. Some metals are incompatible and should not be placed together without a separation material such as nonporous, neoprene gaskets or butyl rubber caulking.

✓ Prepare for repainting by hand scraping or brushing with natural bristle brushes to remove loose and peeling paint. Removing paint down to the bare metal is not necessary, but removal of all corrosion is essential.

Clean cast iron and iron alloys (hard metals) with a low-pressure, dry-grit blasting (80 to 100

pounds per square inch) if gentle means do not remove old paint properly. Protect adjacent wood or masonry surfaces from the grit. Copper, lead, and tin can be cleaned with chemicals or heat.

✓ Aluminum, fiberglass, or wood can be considered for reconstructing missing metal elements if it is not technically or financially feasible to replace them with the original material.



# SYNTHETIC SIDING

**1** Avoid using synthetic materials to replace or cover the original materials, including siding, of buildings that contribute to the historic and architectural character of the district.

**2** Remove synthetic siding and restore original building material if possible.

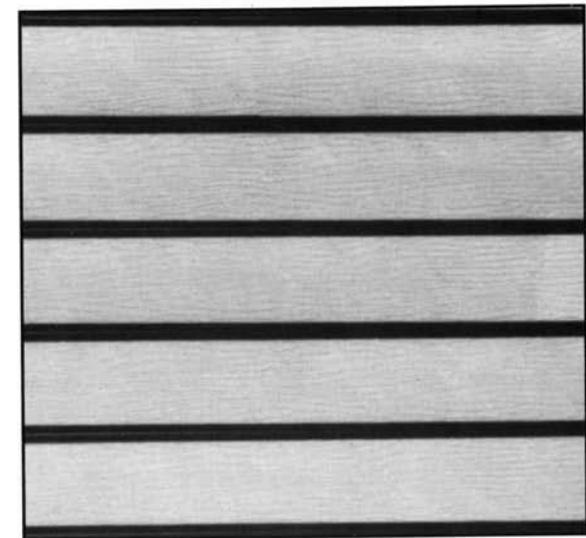
**3** If synthetic siding is used, it should match the size, type, style, and surface appearance of the original material as closely as possible. Insure that any moisture, rot, or infestation problems are corrected before covering up these areas with synthetic materials. Decorative elements, trim, features, and special surfaces should be retained when adding synthetic siding. Consideration should be given to retaining the original materials on the primary elevations of the building and using synthetic siding on secondary elevation of the building.

**4** Discourage the use of synthetic siding on new buildings within the historic district. Review the historic and architectural significance of surrounding buildings when determining the appropriateness of using synthetic siding on new buildings.

**5** Synthetic siding that simulates wood may be used on new construction only if real wood trim is used for windows, doors, cornices, corner-

boards, soffits and other decorative features and if the depth of the boards relates to the depth of traditional siding.

☞ Synthetic siding does not have the same patina, texture, or light-reflective qualities of original materials such as wood, brick, shingle, or stone. In addition to changing the appearance of a historic building, synthetic siding can make maintenance more difficult because it covers up potential moisture problems that can become more serious. And siding, one it dents or fades, needs painting just as frequently as wood.



True wood siding (top) has a depth and range of appearance that can never be matched by synthetic siding (bottom)

## DECORATIVE FEATURES

**1** Keep existing painted materials well painted. Do not paint masonry that is unpainted. Paint aluminum-frame storm doors or windows to match other trim.

Use the gentlest means possible to remove all dirt and loose paint. Do not use sandblasting or high-pressure water wash to remove paint from masonry, soft metal, or wood. Do not use open-flame torches to remove paint. They are a fire hazard.

**3** Use a high-quality paint and follow manufacturer's specifications for preparation and application.

✓ Prime surfaces if bare wood or metal is exposed or if you are changing types of paints, such as from oil-based to latex. Be sure to use metal primers when painting metal. Do not apply latex paint directly over oil-based paint as it might not bond properly and can pull off the old oil-based paint.

✓ Remove loose and peeling paint down to the next sound layer, using the gentlest means possible: hand scraping and hand sanding for wood and

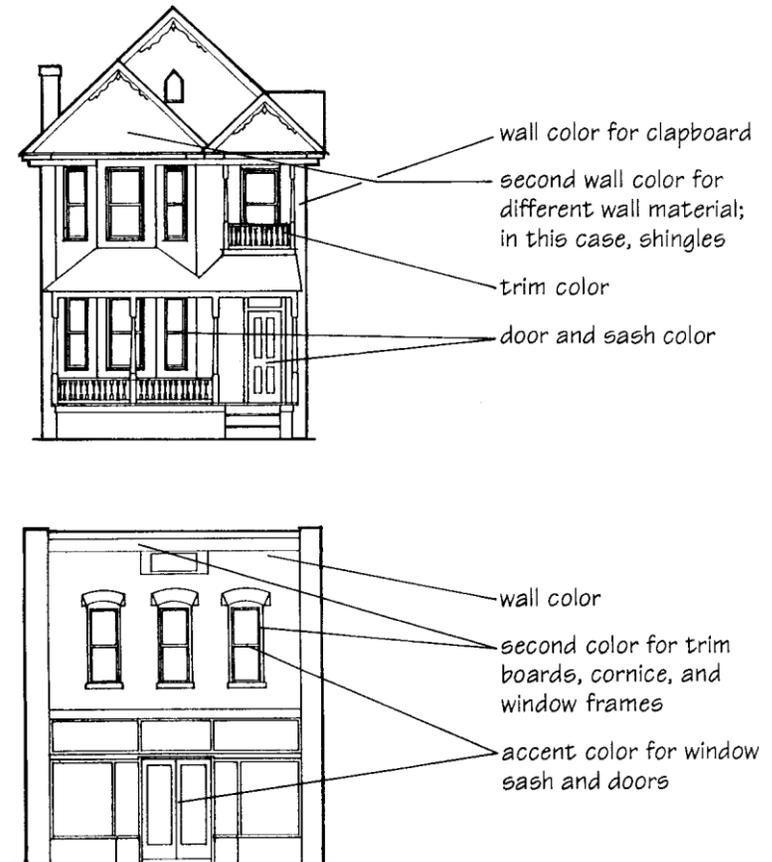
masonry and wire brushes for harder metals. A heat gun can be used on wood for heavy build up of paint. Take precautions when removing older paint layers since they may contain lead.

**4** Choose colors that fit the style of the building and complement the overall color schemes on the street. Avoid using bright and obtrusive colors, too many colors, or a single color for the entire building.

## COLOR PLACEMENT

Placed correctly, color accentuates details of the building. Generally for residential buildings, walls and trim can be painted contrasting colors, with doors and shutters a third, accent color. Individual small details should not be painted with additional accent colors. A fourth color for individual details or accents is not advised in most cases and may be appropriate only for very elaborate Queen Anne houses.

For commercial buildings, trim, including trim boards, cornices, storefront, and window framing should be painted the same color. The wall, if painted should be a contrasting color. The window sash and doors can be painted a different accent color from the walls and trim.



## DECORATIVE FEATURES

## COLOR SELECTION

For residential buildings, the color palette can differ according to architectural style:

**Georgian and Federal:** Shades of white or ivory are appropriate on the trim and cornice. Wall colors can be white or shades of gray or beige. Doors and shutters should be darker—black, greens, grays, or blues. Hardwood doors may have been varnished or grained instead of painted.

**Queen Anne:** Deep, rich colors such as greens, rusts, reds, and browns can be used on the exterior trim and walls of late Victorian-era houses. Keep in mind that some darker colors may chalk and fade more quickly than lighter colors. The important objective is to emphasize the many textures of these highly ornate structures. Shingles can be painted a different color from the siding on the same building. It is best to treat similar elements with the same color to achieve a unified rather than an overly busy and disjointed appearance. On very ornate houses, more colors can be used.

**Victorian (vernacular and vernacular cottage):** Same as Queen Anne style.

**Frame Vernacular Victorian:** Colors can be pale earth tones, such as light browns, tans, pinks, and grays. Trim, however, should be accented with a different shade of color. More ornate buildings can be painted with richer earth tones.

**Gothic Cottage:** Colors that are based on nature should be used, such as grays, yellows, and tans.

**Colonial Revival:** Softer colors should be used on these buildings, with the trim painted white or ivory, since this style reflects a return to classical motifs.

**Bungalows:** Natural earth tones and stains of white, tans, soft greens and browns, and grays are most appropriate for this style, using color to emphasize the many textures and surfaces.

**American Foursquare and Frame Vernacular:** Almost any combination of earth tones can be used on the wall, contrasted with one trim color. Sash and doors may be accented with either dark or light colors.