

Historic District Review Board

Regular Session Agenda

May 17, 2016

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. Staff report: update on June 18th "Historic Cape Charles Old House Fair"; administrative approval of two projects.
5. Old Business
 - A. Historic District Guidelines revision review
6. Announcements
7. Adjourn



DRAFT
HISTORIC DISTRICT REVIEW BOARD
Regular Meeting
Cape Charles Civic Center
April 19, 2016
6:00 p.m.

At approximately 6:00 p.m. Chairman Joe Fehrer, having established a quorum, called to order the Regular Meeting of the Historic District Review Board (HDRB). In addition to Joe Fehrer, present were John Caton, David Gay, Sandra Salopek and Terry Strub. Also in attendance were Town Planner Larry DiRe and Event Coordinator Jen Lewis. Applicants for 418 Washington Avenue, 501 Tazewell Avenue and 114 Tazewell Avenue were also in attendance.

CONSENT AGENDA:

Motion made by David Gay, seconded by Sandra Salopek, to accept the agenda with one correction for Item D under New Business correcting 549 Randolph Avenue to 545 Randolph Avenue. The motion was unanimously approved.

The HDRB reviewed the minutes of the March 15, 2016 Regular Meeting.

Motion made by Sandra Salopek, seconded by David Gay, to accept the minutes of the March 15, 2016 Regular Meeting as presented. The motion was unanimously approved.

NEW BUSINESS:

A. 418 Washington Avenue –Modification to existing Certificate of Appropriateness to redesign enclosed room to screened porch

Applicant Ann Abraham stated that the application was for a redesign from an enclosed room to a screened porch with four-foot high walls and screening to a height of eight feet. Vinyl siding to match the current siding on the house was proposed.

Motion made by David Gay, seconded by Terry Strub, to approve the modification to the Certificate of Appropriateness for 418 Washington Avenue as proposed. The motion was unanimously approved.

B. 501 Tazewell Avenue – Siding, and relocate window and door openings

Larry DiRe provided updated plans and photographs to the Board. Applicant Jeb Johnson explained used the drawing to show the proposed work to include residing the house with 4 ½ inch reveal Hardie board, installing a new 20 inch square window and re-locating door and window openings on the north side of the building. The bathroom window would be changed to awning style windows in the existing hole.

There was further discussion about any future work and Joe Fehrer instructed Mr. Johnson to review this with Town Planner Larry DiRe before moving forward.

Motion made by Terry Strub, seconded by John Caton, to approve the application for 501 Tazewell Avenue as proposed. The motion was unanimously approved.

C. *114 Tazewell Avenue – Siding removal and re-siding*

Representative from Annon Construction proposed removing existing asbestos siding and re-siding the house with Hardie board. The applicant requested that a secondary elevation (east side wall) not seen from the street be excluded from the re-siding project. Photographs were provided that supported the request.

There was some discussion about roof work in the near future. Joe Fehrer instructed Annon Construction to review any future roof work with Town Planner Larry DiRe before moving forward.

Motion made by David Gay, seconded by Sandra Salopek, to approve the application for 114 Tazewell Avenue as proposed. The motion was unanimously approved.

D. *545 Randolph Avenue – chimney removal*

Larry DiRe stated that the applicant was not present but they were proposing to remove one chimney.

Motion made by John Caton, seconded by Terry Strub, to approve the application for 545 Randolph Avenue as proposed. The motion was unanimously approved.

OLD BUSINESS:

There was no old business to discuss.

ANNOUNCEMENTS:

Joe Fehrer stated that after reviewing the Registry of Historic Places he was surprised by the homes not listed. This was worth some review in the near future.

Joe Fehrer asked for an update on the Historic Cape Charles Old House Fair. The Board was informed there would be a meeting Thursday, April 21 at 11:00 a.m. The Board asked that Larry DiRe convey, at the meeting, that the Board was available should their assistance be needed. Larry DiRe reminded the Board that they would meet one more time before the event took place.

Joe Fehrer thanked Jen Lewis for filling in for the Town Clerk while staff changes took place.

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

Chairman Joe Fehrer

Event Coordinator

Historic District Review Board Staff Report

From: Larry DiRe 
Date: May 17, 2016
Item: 4A – update on June 18th “Historic Cape Charles Old House Fair”; administrative approval of two projects.
Attachments: None

Staff report and updates

On June 18th a group of local residents and several commercial interests will host the “Historic Cape Charles Old House Fair.” The Fair will consist of informational and craft workshops at the Civic Center (this is being billed as “Old House Academy” and will include classes on historic renovation tax credits, landscaping your historic house, and adaptive reuse of historic structures), an open house tour of several historic district properties, a street fair on Plum Street between Randolph and Tazewell Avenues, and a vendor\contractor’s fair. According to the organizers the event will be a ticketed one with tickets available for sale both event day and prior to the event. The Town government is not selling tickets, nor benefitting from ticket sales. Additional events will be occurring around town that day including merchant sidewalk sales on Mason Avenue, and a children’s program at the library.

Staff issued two administrative approvals this month for projects meeting the standards cited in Article VIII Sections 8.16 and 8.18.B.1 of the Zoning Ordinance. The first project involves the application of sign window coverings at Mosher Physical Therapy office located at 712 Randolph Avenue. The building is a contributing structure and the window coverings will not require a physical change or any structural impact to the building. The sign coverings will be applied to the glass only, allowing those inside the building to look out without obstruction and limiting the ability of those outside the building to look in. As such the window coverings are as impactful as any interior mounted drapery would be. The second project involves the replacement of several windows on a contributing residential property at 629 Tazewell Avenue. The windows schedule will remain the same and the property manager assured that the wooden window frames will remain intact. This project does not require a building permit or inspection. Staff will keep the project under observation because of the several parties involved (owner, contractor, property manager) and the chance for information to be confused in the process of communication between and among parties.

Historic District Review Board Staff Report

From: Larry DiRe 
Date: May 17, 2016
Item: 5A – Historic District Guidelines revision review
Attachments: Historic District Guidelines pages for revision

Discussion

The Historic District Review Board reviewed the Historic District Guidelines document over the past months. This month the revised sections are for review.

Item Specifics

The following pages' revisions are presented for review and comment. The full un-revised page can be found as the attachment.

Place site appurtenances, such as over-head wires, fuel tanks, utility poles and meters, antennae including satellite dishes, exterior mechanical units, and trash containers, where they are least likely to detract from the character of the site. The size and location of satellite dishes shall conform to the regulations of the Town Zoning Ordinance. (page 27)

Raising foundations is sometimes necessary or desirable. In those cases when the foundation is raised above the original height please remember the following: respect the height, contrast of materials, and texture of foundations on surrounding historic buildings in the district; distinguish the foundation from the rest of the building through the change of materials; consider the treatment of the junction between the foundation and the wall cladding material seen on surrounding historic buildings. (page 33, new element 1)

Combination groupings of different window types are found on structures throughout the district. They typically occur on Victorian-era, Colonial Revival, and bungalow houses. (page 38)

Use shutters only on windows that show evidence of their use in the past. Shutters should be wood (rather than metal or vinyl) and should be mounted on hinges. Shutters are generally inappropriate on bay windows and buildings with a combination of window type. (page 40)

...avoid enclosing porches on secondary elevations in a way that radically changes the historic appearance. When restoring a front porch, retain original porch features such as columns, porch floor and steps. (page 43)

Unless rotted beyond repair always retain wood as the dominant framing, cladding, and decorative material for Cape Charles historic buildings. (page 51)

In order to retain the architectural integrity of both the individual building and the district replace wood elements only when they are rotted beyond repair and such condition is documented by a licensed architect or engineer. (page 52, opening sentence to element 4)

Hard page break and heading for "Architectural Metals" section. (page 53)

Copper, lead, and tin can be cleaned. (page 54)

Decorative elements, trim, features, and special surfaces should be retained when adding synthetic siding. (page 55, element 3)

Synthetic siding that simulates wood may be used on new construction if the depth of the boards conforms to the typical depth of traditional siding. (page 55, element 5)

Do not use sandblasting or high-pressure water wash to remove paint from masonry, soft-metal, or wood. (page 56, element 2)

*For **residential buildings** (see pages 10 – 13 for description of various architectural styles), the color palette can differ according to architectural styles. (page 57)*

Recommendation

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

SITE FEATURES

Accessory Buildings

8 Due to high wind considerations and flood zone elevations, pre-fab metal buildings are strongly discouraged.

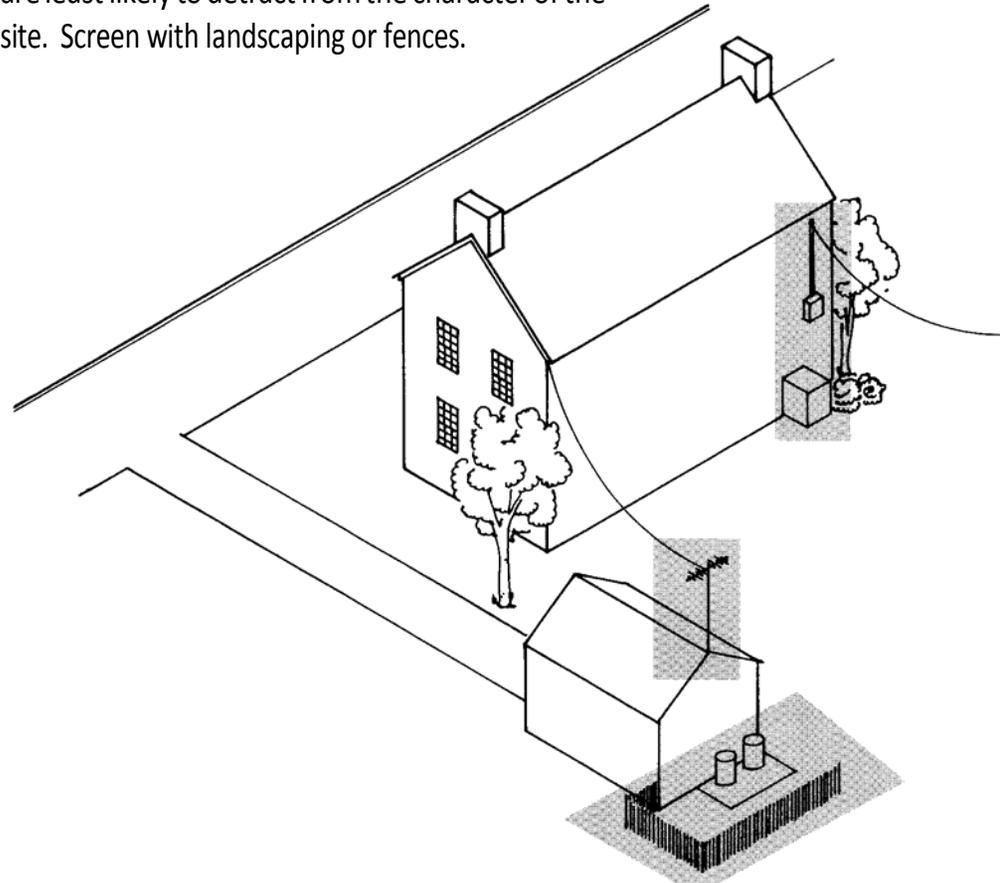
Outdoor Lighting

9 In residential areas, use lighting fixtures that are understated and complement the historic style of the building while providing subdued illumination. Cape Charles requires “dark sky” compliant lighting.

10 Coordinate lighting in private parking lots to match public light fixtures.

Modern Features

11 Place site appurtenances, such as overhead wires, fuel tanks, utility poles and meters, antennae including satellite dishes, exterior mechanical units, and trash containers, where they are least likely to detract from the character of the site. Screen with landscaping or fences.

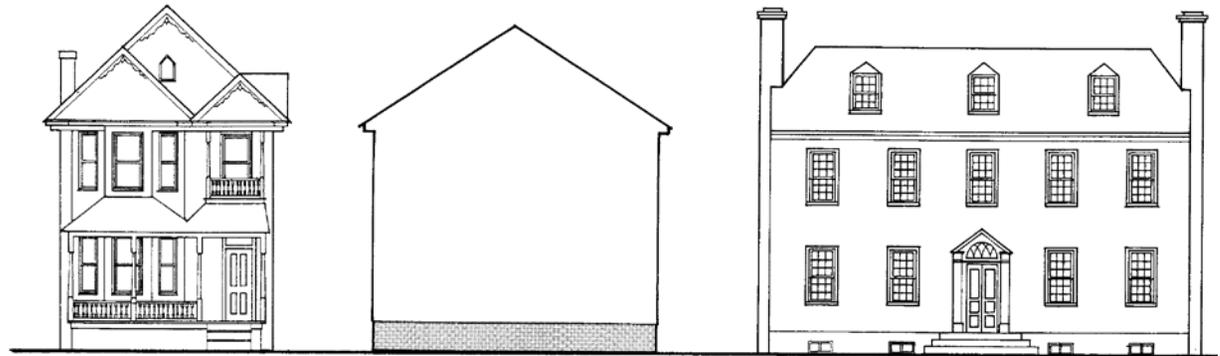


FOUNDATION

existing historic materials as closely as possible. Consider appropriate overall coverage for incompatible treatments.

2 Insure that water flows away from the foundation, and remove any vegetation that may damage the structure or foundation.

3 In new construction, distinguish the foundation from the rest of the building. Respect the height above grade of foundations on surrounding historic buildings.



WINDOWS AND DOORS

BUILDING ELEMENTS

Window and Door Types

Double-hung window sash, the most common type of window, vary by the number of panes in each sash. Georgian/Federal windows often are nine-over-nine sash. Two-over-two sash are found on Victorian-era houses, including the Queen Anne style. Six-over-six, nine-over-six, and six-over-one windows are found on early twentieth century Colonial Revival style houses. One-over-one and three-over-one sash are found on early twentieth century houses and on many vernacular dwellings. Inappropriate modern replacements for double-hung sash include one-over-one sash or a single pane with snap-in muntins.

Bay windows project from the wall and have multiple sides, each of which has a window. Bay windows can be on the first or the second floor and often are combined with a bay of the building. They are typical with Victorian-era styles.

Composite windows are groupings of different types of windows. They typically occur on Victorian-era, Colonial Revival, and bungalow houses.



Dormer windows project from the roof of the house, allowing light to enter and increasing floor and headspace. They are very common in the district.



Leaded or art glass windows contain patterned designs or depict scenes. Popular during the Victorian era and the early twentieth century, they appear in churches and on elaborately designed houses, where they often are located in transoms, in large compositions, or in stairwell walls.

Decorative windows in shapes like circles or diamonds often embellish gables or light stairwells. The sash can be fixed or patterned muntin bars. Residential doors typically have wood panels and in some styles also have glass panes. Variations in



WINDOWS AND DOORS

BUILDING ELEMENTS

evidence or old photographs. Do not use replacement windows or doors that substantially change the size, glazing pattern, finish, depth of reveal, appearance of the frame, or muntin configuration.

✓ Insure that caulk and glazing putty are intact and that water drains from the windowsills.

✓ Wood that appears to be in bad condition because of peeling paint or separated joints often can in fact be repaired. Attempt this repair before replacing the element.

✓ If a window or door opening is no longer needed, the glass should be retained and the back side frosted, screened, or shuttered so that it appears from the outside to be in use. Fix doors in place.

5 Avoid changing the number or location of windows or doors by cutting new openings or blocking in original openings.

6 Construct new windows and doors of wood or metal and match the style of the building. On storefronts, use painted wood or steel doors with large areas of glass. Extruded aluminum frames are not recommended for any windows or doors.

7 If exterior storm windows and doors are used, install them so that they do not damage the frames or obscure the windows or doors. Storm window divisions should match those of the original window.



✓ Use interior storm windows if possible, taking care to install them so that they can be maintained easily and so that they do not cause condensation.

✓ Improve thermal efficiency with weather stripping, storm windows and doors, caulking, interior shades, and, if appropriate for the building, blinds and awnings.

a If aluminum-frame storm windows and doors must be used, apply a zinc-chromate primer and paint them to match other trim.

8 Use shutters only on windows that show evidence of their use in the past. Shutters should be wood (rather than metal or vinyl) and should be mounted on hinges. Shutters are generally inappropriate on composite or bay windows.

9 Respect the ratio of walls to openings (windows and doors) evident on adjacent historic facades. Generally, historic buildings have more wall area than window area.

10 Place windows and doors on the facades of new buildings in a rhythm or pattern that relates to the way that openings are placed on historic buildings.

11 Use proportions (horizontal or vertical) that are similar to and compatible with the proportions of windows and doors on surrounding historic facades.

BUILDING ELEMENTS

4 Include porches on new residential construction. Nearly all of the district residences have porches, and new porches should reflect the size, height, and materials of porches on historic buildings on the street.

5 Replace porch elements or the porch itself only if the materials are too deteriorated to repair or are completely missing. New elements should match the original as closely as possible. Avoid replacing wooden steps with concrete or brick steps or wooden posts with decorative iron supports; also avoid adding “Colonial” decorative elements, such as broken pediments, columns, and pilasters, or replacing porch piers with a continuous foundation.

6 Avoid removing or adding entrances and porches important in defining the building’s overall historic character. Give more importance to visible front and side porches than to rear porches.

7 Do not enclose porches on primary elevations; avoid enclosing porches on secondary elevations in a way that radically changes the historic appearance.



Original porch



Inappropriately remodeled porch



Inappropriately removed porch



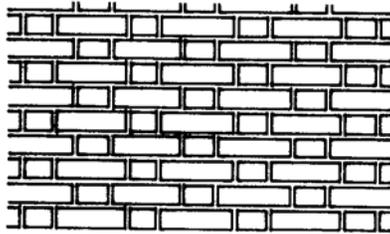
Inappropriately enclosed porch

MATERIALS

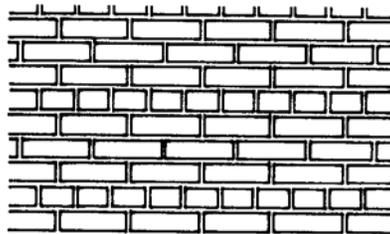
REPOINTING HISTORIC MASONRY

Old bricks are different from new bricks and the mortar, the material that makes the joints, has to be different as well. Appearance is not the only issue. An improper mortar mixture can damage historic brick. Professionals experienced in working with

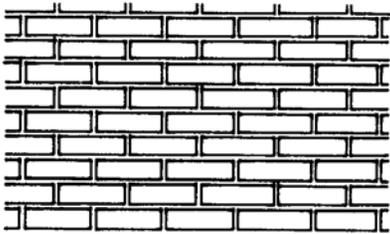
Brick Bond Patterns



Flemish bond



American bond (common bond)



running bond

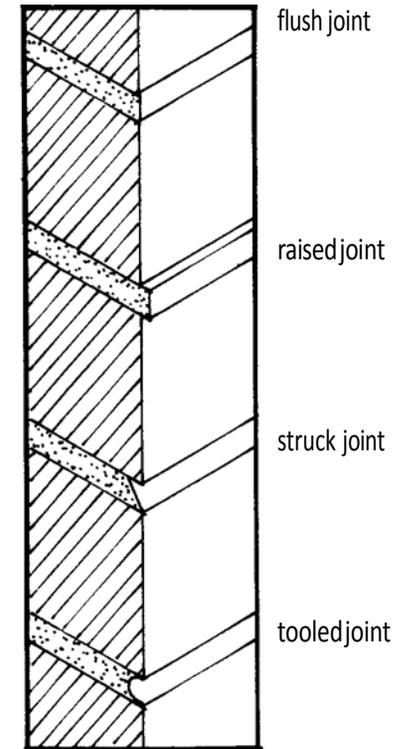
old masonry can guide you in appropriate repointing methods.

Strength. Do not repoint with mortar that is stronger than the original mortar and the brick itself. When brick expands and contracts with freezing and heating conditions, old mortar moves to relieve the stress. If a hard, Portland cement mortar is used, the mortar does not flex as much and the brick can crack, break, or spall.

Composition. Mortar of older brick buildings has a high lime and sand content. Replacement mortar should be composed primarily of lime (one part) and sand (two parts). Some Portland cement (ASTM C-150 Type 1) can be included in the lime portion for workability but should make up no more than 20 percent of the lime and cement combined. For newer buildings, decrease the lime content and increase the Portland cement content.

Appearance. Duplicate old mortar joints in width and profile (see drawings). Cut out old mortar to a depth of one inch. Repoint to match original joints and retain the original joint width.

Do not use “scrub” coating, in which a thinned,



Mortar Joints

low-aggregate coat of mortar is brushed over the entire masonry surfaces and then scrubbed off the bricks after drying, as a substitute for traditional repointing. Synthetic caulking compound also should not be used for repointing.

1 Retain wood as the dominant framing, cladding, and decorative material for Cape Charles’ historic buildings.

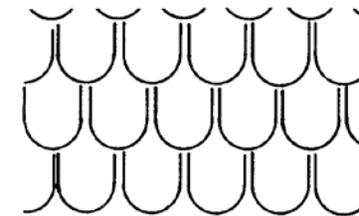
MATERIALS

character of the building. Repair rotted sections with new wood, epoxy consolidates, or fillers

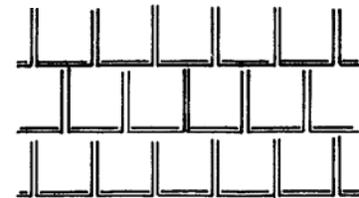
3 Consider using wood as the dominant cladding and decorative material for new construction. New wood surfaces should be painted rather than left with a natural finish.

4 Replace wood elements only when they are rotted beyond repair. Match the original in material and design or use substitute materials that convey the same visual appearance. Base the

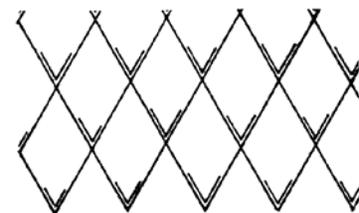
design of reconstructed elements on pictorial or physical evidence from the actual building rather than from similar buildings in the area.



fishscale

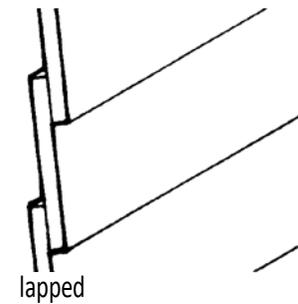


coursed

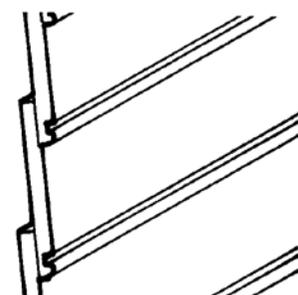


diamond

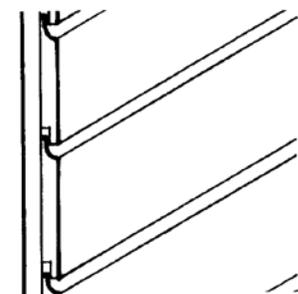
Wood Shingles



lapped



beaded



German or dropped
Wood Siding

ARCHITECTURAL METALS

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.

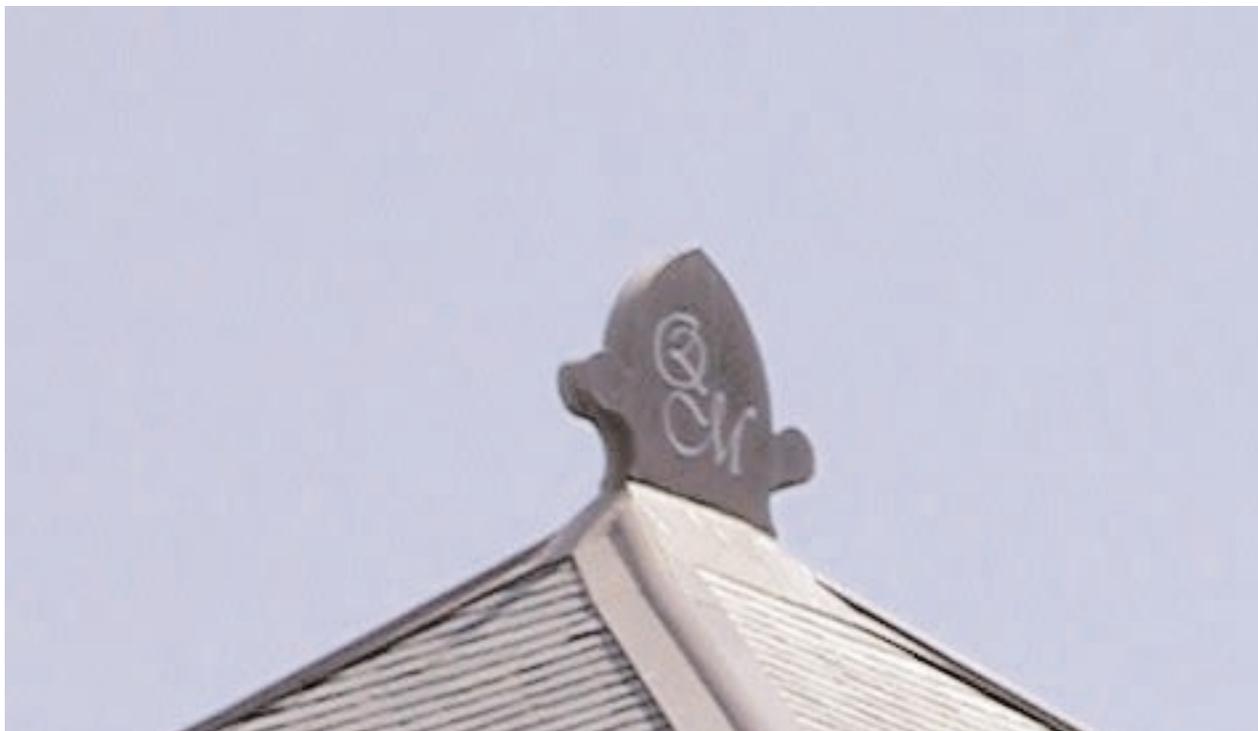
3 Repair or replace metals as necessary, using identical or compatible materials. Some metals are incompatible and should not be placed together without a separation material such as nonporous, neoprene gaskets or butyl rubber caulking.

✓ 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.

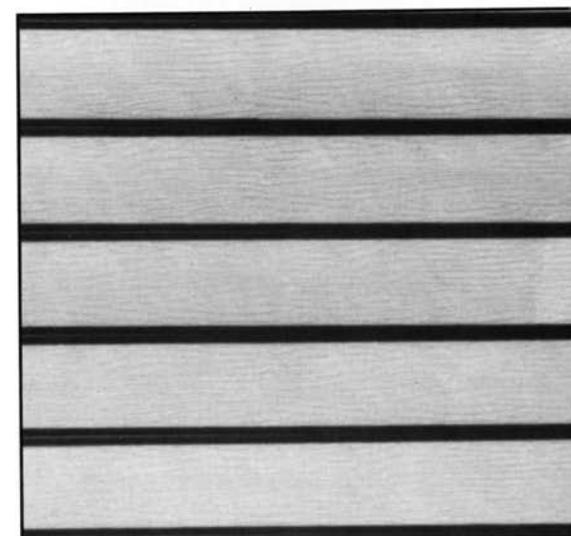
3 If synthetic siding is used, it should match the size, type, style, and surface appearance of the original material as closely as possible. Insure that any moisture, rot, or infestation problems are corrected before covering up these areas with synthetic materials. Decorative elements, trim, features, 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.

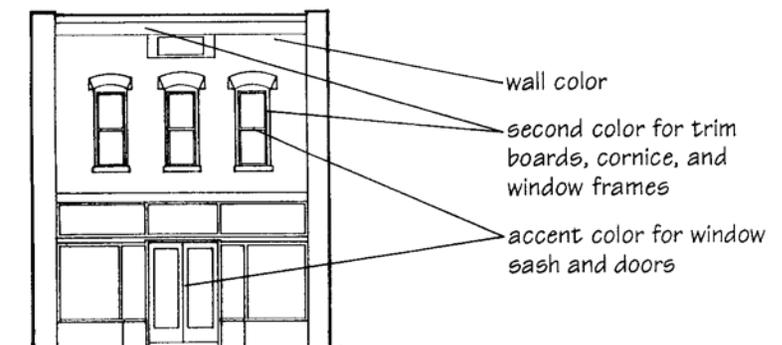
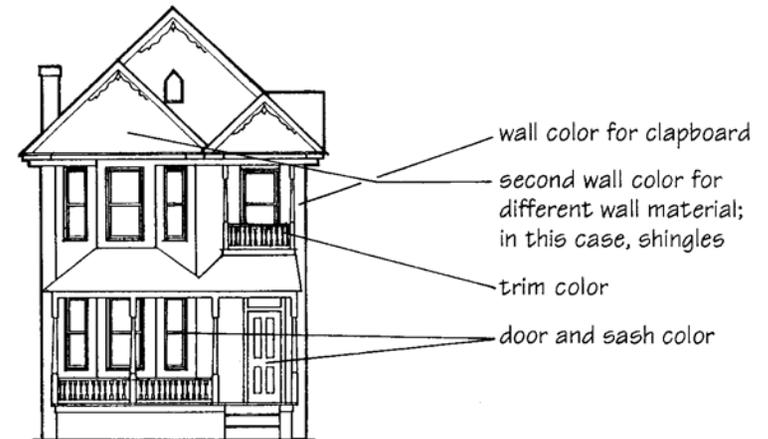
4 Choose colors that fit the style of the building and complement the overall color schemes on the street. Avoid using bright and obtrusive colors, too many colors, or a single color for the entire building.

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.