

Historic District Review Board

Cape Charles Civic Center – 500 Tazewell

Regular Session Agenda

September 20, 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. Application for Certificate of Appropriateness for 541 Randolph Avenue – new construction of front porch
 - B. Application for Certificate of Appropriateness for 230 Jefferson Avenue – new construction of front porch
5. Old Business
 - A. Application for Certificate of Appropriateness for 727 Tazewell Avenue – new construction of single-family dwelling
6. Announcements
7. Adjourn



DRAFT
HISTORIC DISTRICT REVIEW BOARD

Regular Meeting
Cape Charles Civic Center
August 16, 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 Assistant Town Clerk Tracy Outten. The applicants and three other members of the public were in attendance.

Chairman Joe Fehrer started the HDRB Regular meeting with a moment of silence and the recitation of the Pledge of Allegiance.

CONSENT AGENDA:

Motion made by Sandra Salopek, seconded by Terry Strub, to accept the agenda items added under Old Business by Joe Fehrer. The motion was unanimously approved.

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

The HDRB reviewed the minutes from the July 19, 2016 Regular Meeting.

Motion made by Terry Strub, seconded by John Caton, to accept the minutes of the July 19, 2016 Regular Meeting as presented. The motion was unanimously approved.

NEW BUSINESS:

A. *Application for modification to Certificate of Appropriateness for 727 Tazewell Avenue - new construction of single-family dwelling*

Representative for Schneider Custom Builder, James Bryce, presented the proposed plans for 727 Tazewell Avenue and asked the Historic District Review Board if they had suggestions. After much discussion on the proposed Bay Windows, the Board decided to wait for the applicant to send the revised plans before approving the application.

Motion made by David Gay, seconded by Terry Strub, to continue review of the Application for the Certificate of Appropriateness for 727 Tazewell Avenue when the revised plans are received. The motion was approved.

B. *Application for Certificate of Appropriateness for 718 Randolph Avenue – new construction of rear addition two story, mixed office/commercial with residential above to contributing commercial structure, exterior stairway*

Applicant, John Huchler, explained the plans. The Board briefly discussed the application.

Motion made by Sandra Salopek, seconded by David Gay, to approve the Application for the Certificate of Appropriateness for 727 Tazewell Avenue. The motion was approved.

OLD BUSINESS:

A. Recommended paint palettes

The Board decided not to have suggested exterior paint palettes; but revisions are being made in the guidelines. Joe Fehrer has been working on a draft.

B. Tree Removal

Joe Fehrer stated a tree had been cut down on Monroe. His concern was if citizens know the Town has a tree ordinance. He would like to add a tree removal guideline to the Historic District Review Board Guidelines.

C. 638 Tazewell Avenue Certificate of Appropriateness

Joe Fehrer is concerned that the applicant has not finished the remodel as per the approval for the Certificate of Appropriateness for 638 Tazewell Avenue. Town Planner Larry DiRe is contacting the owners.

ANNOUNCEMENTS:

Larry DiRe announced the Town had deemed 616 Nectarine inhabitable and it will be demolished without an application to the HDRB.

Motion made by Joe Fehrer, seconded by David Gay, for Town Code Official and Town Planner administrative authority the do what is deemed an appropriate action for 616 Nectarine Street. The motion was unanimously approved.

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

Chairman Joe Fehrer

Assistant Town Clerk

Historic District Review Board Staff Report

From: Larry DiRe 
Date: September 20, 2016
Item: 4A – 541 Randolph Avenue – new front porch
Attachments: Application, drawings, photos, project narrative and materials list

Application Specifics

An application has been received for a Certificate of Appropriateness for 541 Randolph Avenue. The property is a non-contributing structure, ranch-style home on a conforming size lot.

Discussion

- The Guidelines discuss removing and building porches. The proposed porch meets the size, scale and similar materials required, no additional entrances will be made, and the front setback meets the prevailing standard of the neighboring house. (Building Elements 1 through 7, pages 42 and 43).

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

Date: 9/7/2016

* Please attach checklist items

Permit No.: _____

Fee: \$100.00

Modification Fee: \$50.00

Special Meeting Fee: \$125.00

Applicant: KATHRYN + William Wagner

Signature: [Handwritten Signature]

Address: 3400 Green Holly Crest City: _____

State: VA Zip: 23452

Telephone: 757 631 9009

Cell: 757-404-5627

Email: Premiere@aol.com

Owner(s): Same as Above

Address: _____ City: _____ State: _____ Zip: _____

Telephone: _____ Cell: _____

Email: _____

Contractor: Dawn Construction, Inc / TA KBM Interiors & Exteriors

Address: 3144 Kline Dr City: Virginia Beach State: VA Zip: 23452

Telephone: 757-340-2127 Cell: 757-735-9199

Email: meadowswil@cox.net

Town License No.: 2016-139363-R State License No.: 2705075492

Location of Improvement: 541 Randolph Ave.

Lot No.: 458 Block No.: 5 Lot Size: _____ Lot Area: _____

Type of Improvement: Front Porch Addition

Proposed Use: Residential

Estimated Construction Costs: \$11,000

Dimension of Structure or Improvement:

Width: 24 Length: 10 Height: 15ft (same as house)

Total Square Footage: 240

Structure of Improvement will be set back:

Behind neighboring property from front property line

from side property line

from side property line on corner lot

from rear property line

from alley

Per:

Town

Planner

NOT needed -

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

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"
- ^{not needed} 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

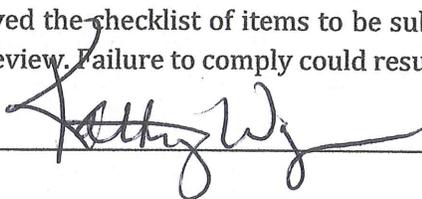
CERTIFICATION OF APPLICANT

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: _____



General Notes:

1. Prior to start of work remove existing electrical service from front of existing gable end at front of house. A new electrical service will have to be installed upon completion of the porch roof.
2. Remove the existing concrete block steps at front and side entry's as required to install the new deck.
3. The porch addition is approximately 24' x 10' with the control dimension layout lines being the outside width of the existing house (the 24'± dimension) and the 10' control layout line dimension being the distance from the front wall line out 10' towards Randolph Avenue. This 10' line is the outer line formed by the 5/4 deck board 1" overhang as reflected on the drawings as "Edge of Porch Deck Layout Line."
4. All lumber is to be southern yellow pine #2.
5. All lumber for the deck will be pressure treated for exterior use.
6. The 4 porch columns will be 5" round tapered prefabricated columns.
7. Floor and ceiling joist to be 16" O.C.
8. Piers (footing columns) to be 4 x 4.
9. Piers to be connected to concrete footings w/ 1/2 cast in place anchor bolts connected to the 4 x 4 with approved galvanized steel connector manufactured by Simpson, Strong-Tie Zmax galvanized 1/2 base. Joist hangers will be Simpson, Strong-Tie, 2" x 6" Zmax galvanized double sheer face mounted.
10. Top of footing will be a min. of 6" below existing grade.
11. Footing minimum size will be 16"x16"x 8" 4000PSI
12. 4 x 4 piers to be connected to beams and/or skirts with lag bolts.
13. Top of all hand rails will be 36" above deck.
14. The maximum distance from the top of the deck to the bottom rail will be 4".
15. Fasteners will be 3" galvanized ring shank nails, the joist hangers will be installed using Simpson Strong-Tie 8 D x 1 1/2" S.C.N.

City Inspections Required:

1. Prior to pouring concrete footings.
2. Upon completion of floor framing and prior to deck board installation.
3. Upon final completion.

Building Materials List

1. 16" x 16" x 8" concrete footings (9 ea)
2. Anchor bolts (9ea).
3. 4x4 foundation column (7ea- 8' long).
4. Simpson Strong-Tie Zmax galvanized ½ base hold down clips (9 ea).
5. Floor Joist 2 x 6 – 16' long (20 ea).
6. Joist Hangers Simpson Strong-Tie 2" x 6" (60 ea).
7. 5/4 x 5" deck boards, 10' long, (60 pcs)
8. Stair stringers – 4 steps each - (2 pairs).
9. 2 x 8 deck skirts – 16' long, (10 pcs) .
10. 2 x 4 top and bottom hand rail (125 LF).
11. Rail pickets (selected by owner) 3per LF (180 ea.).
12. 4 – prefab columns with cap & base.
13. 1-box of 3" galvanized ring shank nails.
14. 1-box Simpson Strong-Tie 8D 1 ½" S.C.N.

Roofing and Ceiling

1. 2 x 6 16' long (44 pcs), 10' long (8 pcs)
2. ½" OBS or CDX roof deck & gable ends 4 x 8 x ½, (17 pcs).
3. Roll #15 felt (1ea).
4. Roofing shingles (4 squares).
5. Small gable vent (1ea).
6. 2 x 4 x 8' long (25 pcs).
7. Siding, selected by the owner (1square).
8. Fascia wrap, (1 roll).
9. Soffit to match existing, (1square).
10. Porch panel (vinyl bead board soffit) (240 sf).
11. White exterior latex paint (2 gal).
12. White exterior latex primer (2 gal).
13. Light fixture/fan, selected and provided by the owner (1ea).
14. 1 Box of 50' #12-2 wire electrical wire.
15. Ceiling fan/light electrical box (1ea).



541

DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL REGULATION
COMMONWEALTH OF VIRGINIA

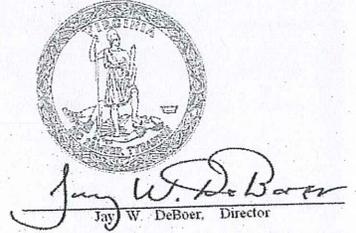
EXPIRES ON
04-30-2017

9960 Mayland Dr., Suite 400, Richmond, VA 23233
Telephone: (804) 367-8500

NUMBER
2705075492

BOARD FOR CONTRACTORS
CLASS A CONTRACTOR
CLASSIFICATIONS CIC HIC

DAWN CONSTRUCTION INC
3144 KLINE DRIVE
VIRGINIA BEACH, VA 23452



ALTERATION OF THIS DOCUMENT, USE AFTER EXPIRATION, OR USE BY PERSONS OR FIRMS OTHER THAN THOSE NAMED MAY RESULT IN CRIMINAL PROSECUTION UNDER THE CODE OF VIRGINIA.

(SEE REVERSE SIDE FOR NAME AND/OR ADDRESS CHANGE)

2016 PHILIP J. KELLAM COMMISSIONER OF THE REVENUE CITY OF VIRGINIA BEACH 2016
CERTIFICATE OF BUSINESS LICENSE



NAME AND ADDRESS	CERTIFICATE NUMBER	LOCATION OF BUSINESS		
		MONTH	DAY	YEAR
DAWN CONSTRUCTION INC KBM INTERIORS & EXTERIORS 3144 KLINE DRIVE VIRGINIA BEACH VA 234520000	2016-139363-R	3144 KLINE DRIVE VIRGINIA BEACH VA 23452		
	PLEASE REFER TO THIS NUMBER IN ALL CORRESPONDENCE	DATE ISSUED		
	BUSINESS ORIGINATION DATE	02	12	2016

CERTIFICATE EXPIRES: December 31, 2016

THIS CERTIFICATE MUST BE AVAILABLE FOR INSPECTION AND IS NONTRANSFERABLE

Dear Taxpayer:

Thank you for your payment on your Virginia Beach Business License. Attached is a receipt of your payment and your Business License Certificate. **ALL CERTIFICATES MUST BE AVAILABLE FOR INSPECTION.** If you have questions concerning your business license, contact the Business Revenue Division by electronic mail at business@VBgov.com; by facsimile at 757.385.4183; by telephone at 757.385.4515; or at City Hall from 8:00 a.m. - 5:00 p.m. weekdays. Please contact me personally if you have additional questions or suggestions on how I may better serve you.

Sincerely,

Philip J. Kellam, Commissioner

CERTIFICATE NUMBER: 2016-139363-R

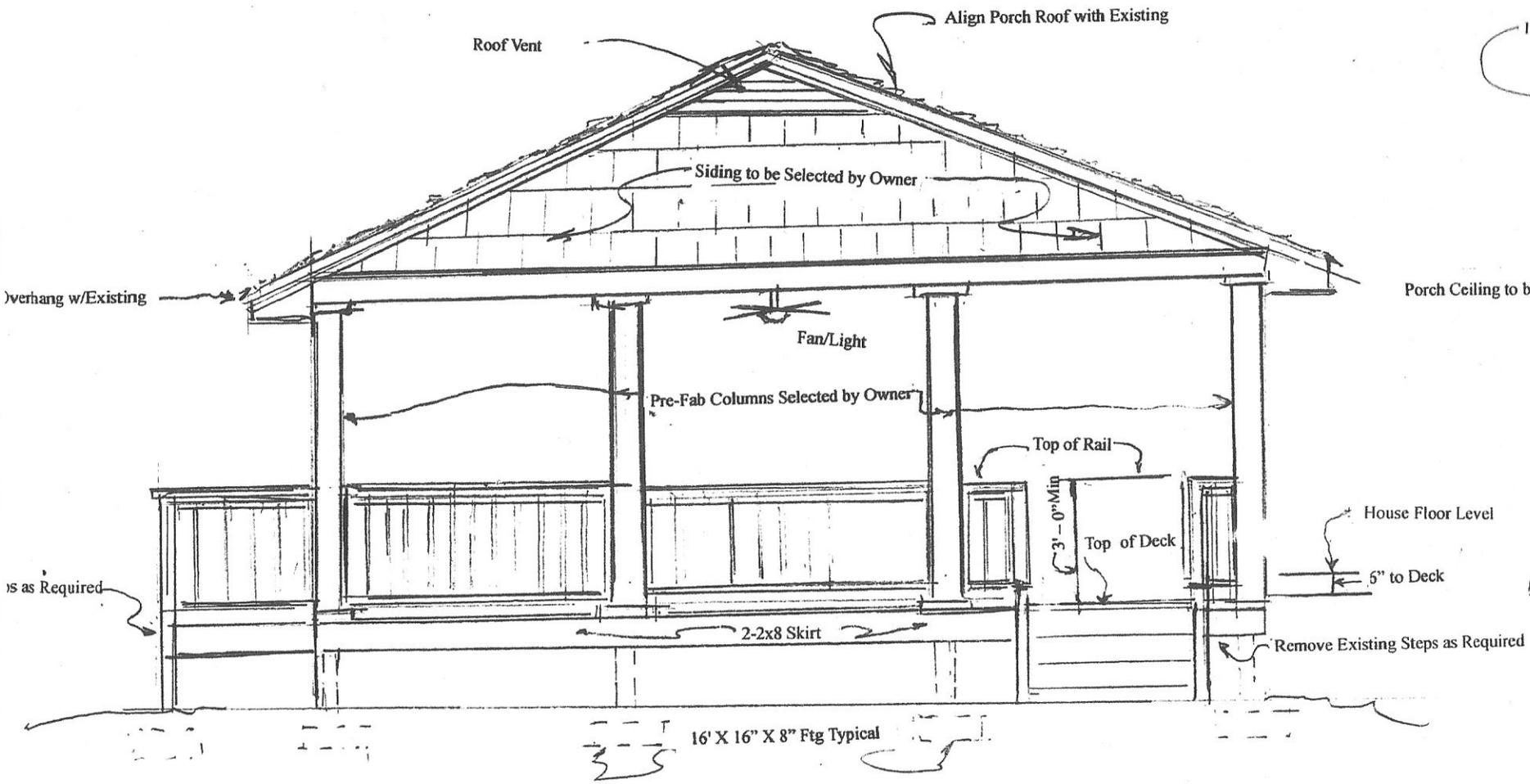
Amount Due: \$ 0.00

Amount Paid: \$ 331.08

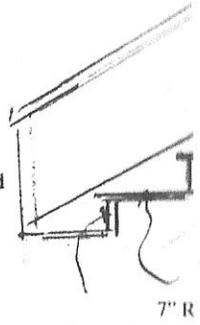
LICENSE NUMBER:

025282-1520

Save time, visit online at www.VBgov.com/cor



2 x
1/2" CDX Plywood D
Ro

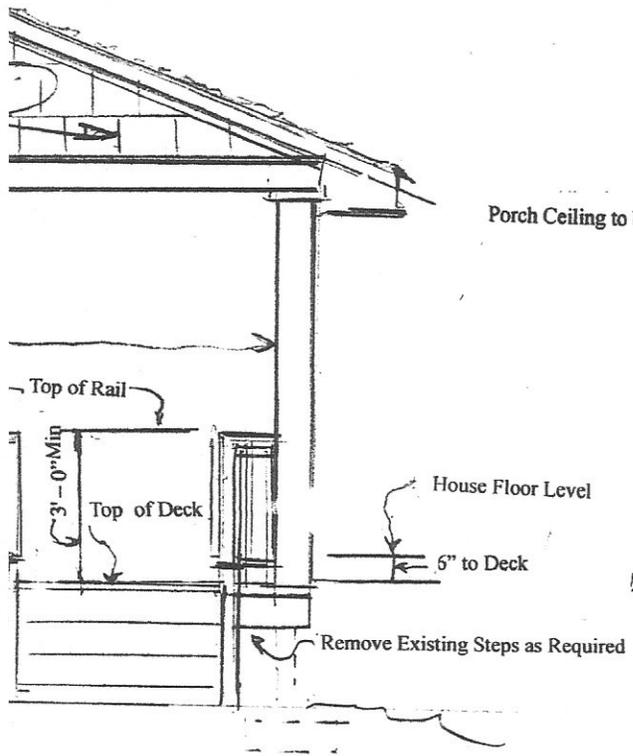


FRONT ELEVATION

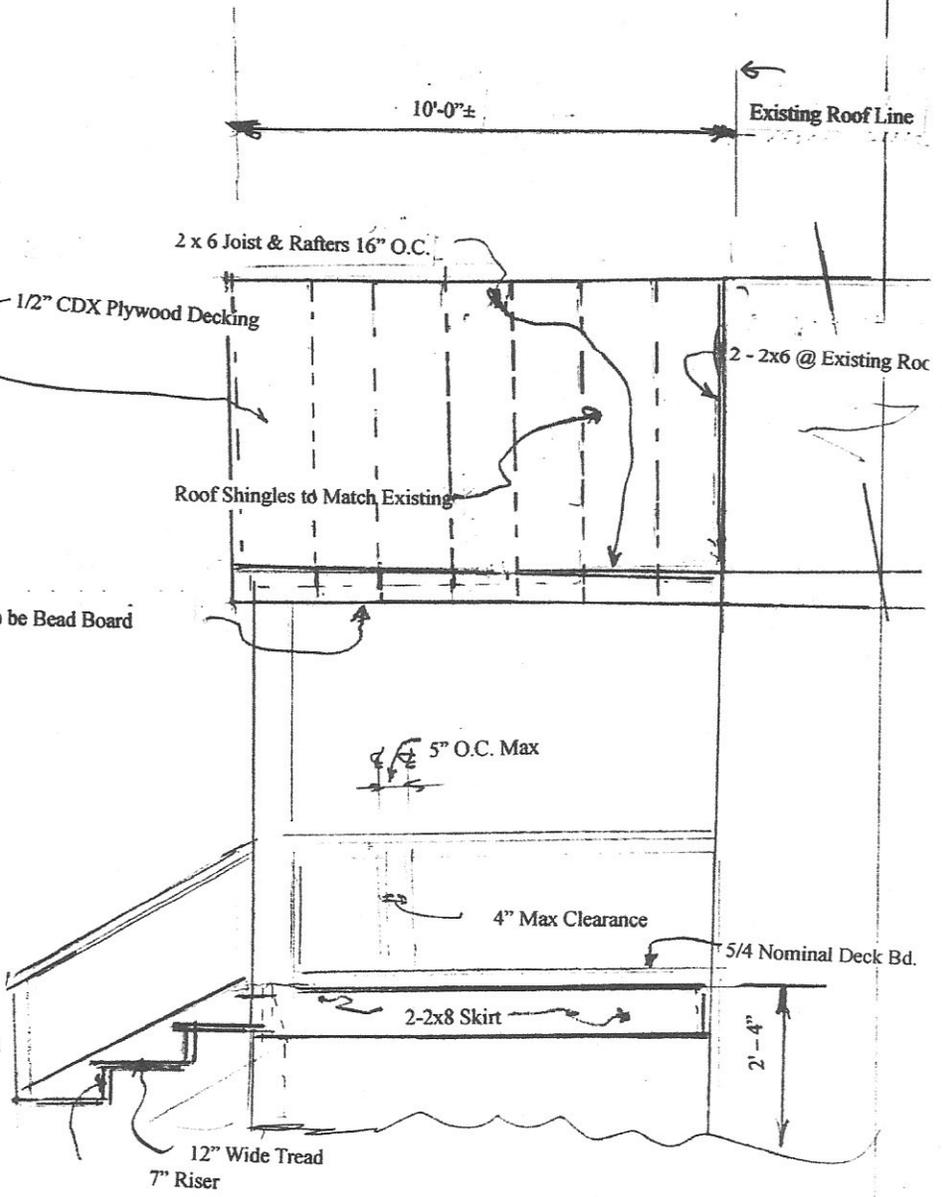
SCALE: 1/4" = 1'-0"

Owr
Loca

Arch Roof with Existing



Porch Ceiling to be Bead Board

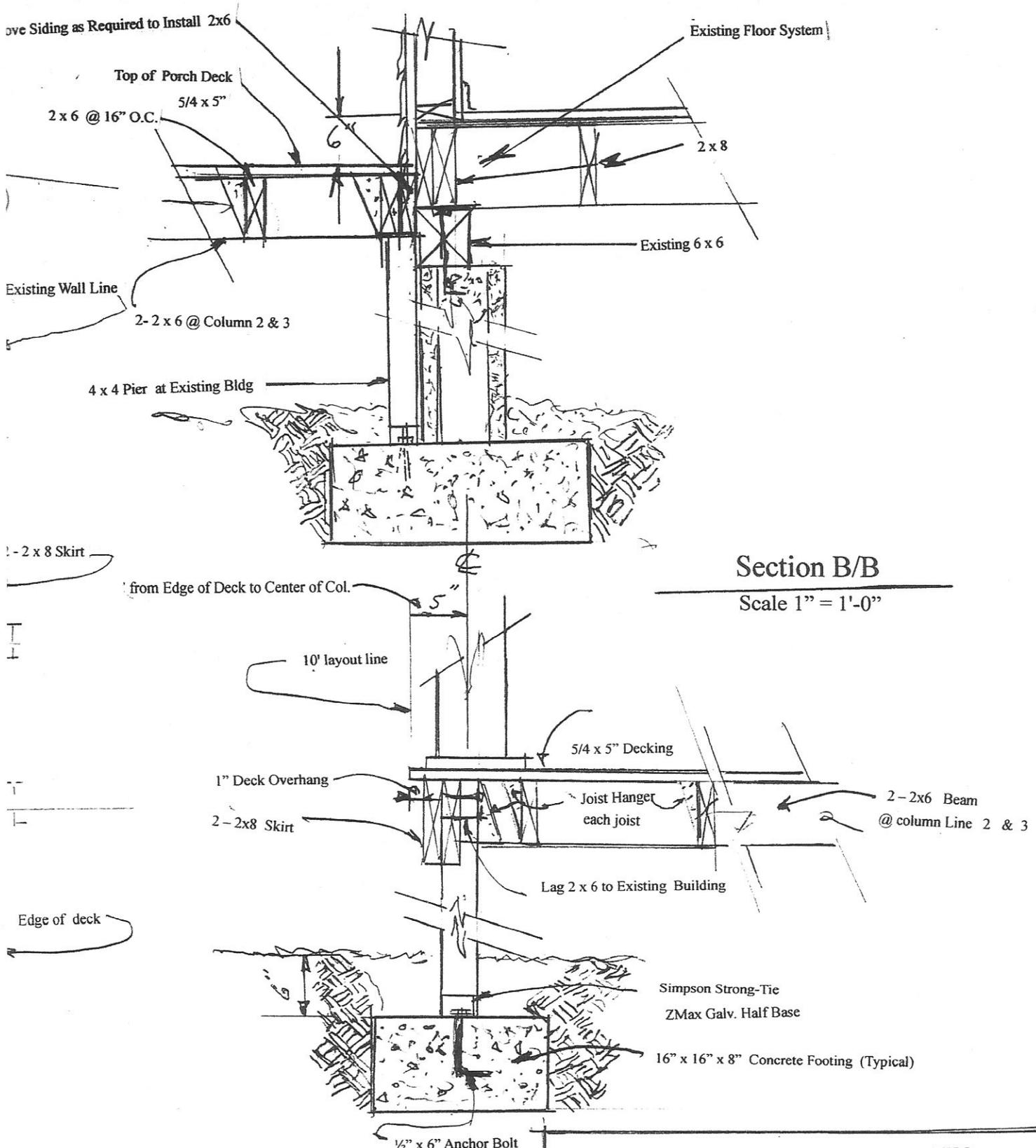


RIGHT SIDE VIEW

Owner: **William & Kathryn Wagner**

Location: **541 Randolph Ave.
Cape Charles, VA 23310**

Date: **August 12, 2016**



Section B/B

Scale 1" = 1'-0"

Section A/A

Scale 1" = 1'-0"

Owner: William & Kathryn Wagner

**Location: 541 Randolph Ave.
Cape Charles, VA 23310**

Date: August 12, 2016

Remove Siding as Required to Install 2x6

Top of Porch Deck

2 x 6 @ 16" O.C. 5/4 x 5"

Existing Building

Existing Wall Line

2-2 x 6 @ Column 2 & 3

4 x 4 Pier at Existing Bldg

4'-0"±

8'-0"±

8'-0"±

8'-0"±

New Deck to Cover Existing Stairs

Existing Footing

2-2 x 6 @ Existing Floor

2 x 6 - 16' O.C. Typical

2-2 x 6 Beam

Joist Hanger at Each End of Joist (Typical)

2-2 x 8 Skirt

from Edge of Deck to Center of

4 x 4 Column (Typical)

Lag to 2-2 x 6

5/4 Deck Boards (Typical)

4'-0" 2'-0"

1" Deck Overhang

2-2x8 Skirt

Edge of Porch Deck Layout Line

16" x 16" x 8" Concrete Footing (Typical)

2-2 x 8 Skirt

Edge of deck

24'-0"

To Fit Existing Building

0-0'

10

6'

Historic District Review Board Staff Report

From: Larry DiRe 
Date: September 20, 2016
Item: 4B – 230 Jefferson Avenue – Rebuild front porch
Attachments: Application, drawings, photos

Application Specifics

An application has been received for a Certificate of Appropriateness for 230 Jefferson Avenue. The proposed work is rebuilding a front porch on a non-contributing structure, brick ranch house, on a conforming size corner lot.

Discussion

- The Guidelines discuss removing and rebuilding porches. This project involves removal/demolition of the existing brick porch and rebuilding it. The rebuilt porch will be of brick exterior to match the home. Porch columns are proposed to be of composite material, and brick pavers are proposed for the new flooring. Currently the existing porch floor is tiled. The proposed porch meets the size, scale and similar materials required, no additional entrances will be made, and the front yard setback meets the Residential -1 district requirements. The porch is proposed to be screened in. (Building Elements 1 through 7, pages 42 and 43).

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

Date: 9-13-2016

Permit No.: _____

* Please attach checklist items

Fee: \$100.00

Modification Fee: \$50.00

Special Meeting Fee: \$125.00

Applicant: Johnson Southern Builders Signature: J. S. F. Johnson

Address: _____ City: _____ State: _____ Zip: _____

Telephone: _____ Cell: _____

Email: _____

Owner(s): Tyrone + Pat Beach

Address: 230 Jefferson Ave. City: Cape Charles State: VA Zip: 23310

Telephone: ~~331-2664~~ Cell: ~~650-6993~~ 215-313-8460

Email: _____

Contractor: Johnson Southern Builders LLC

Address: 5106 Magatha Rd City: Cape Charles State: VA Zip: 23310

Telephone: 331-2664 Cell: 650-6993

Email: johnsonsouthernbuilders@gmail.com

Town License No.: _____ State License No.: _____

Location of Improvement: 230 Jefferson Ave.

Lot No.: _____ Block No.: _____ Lot Size: _____ Lot Area: _____

Type of Improvement: _____

Proposed Use: Front Porch Extension

Estimated Construction Costs: 30,000

Dimension of Structure or Improvement:

Width: 8' Length: 24' Height: 7'-8'

Total Square Footage: 192 sqft

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: _____

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

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

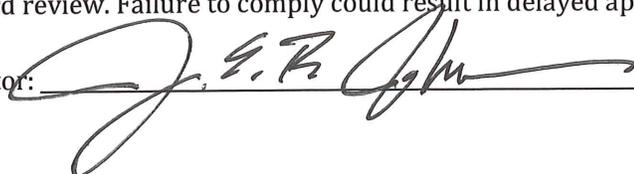
CERTIFICATION OF APPLICANT

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.

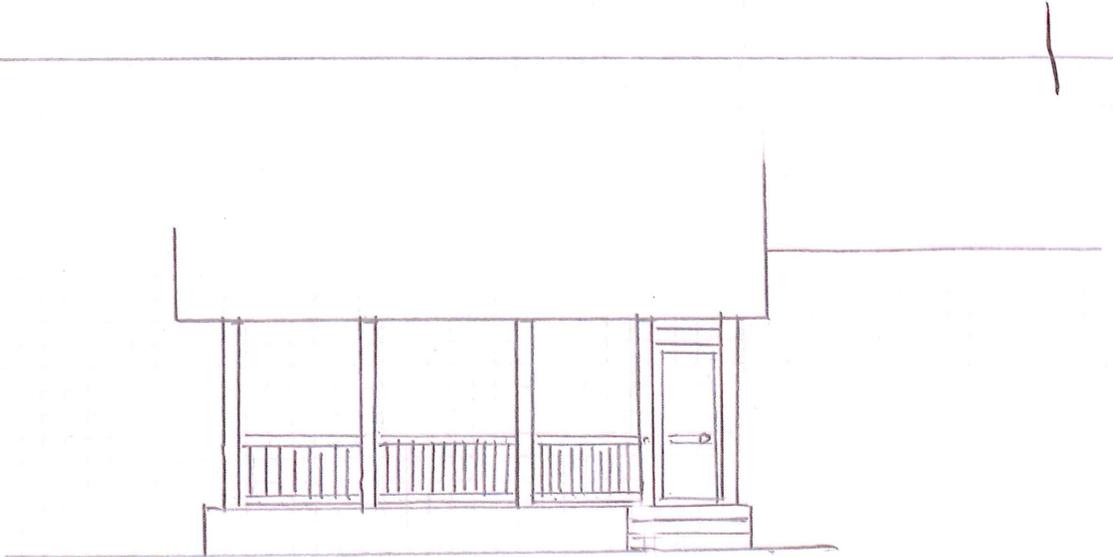
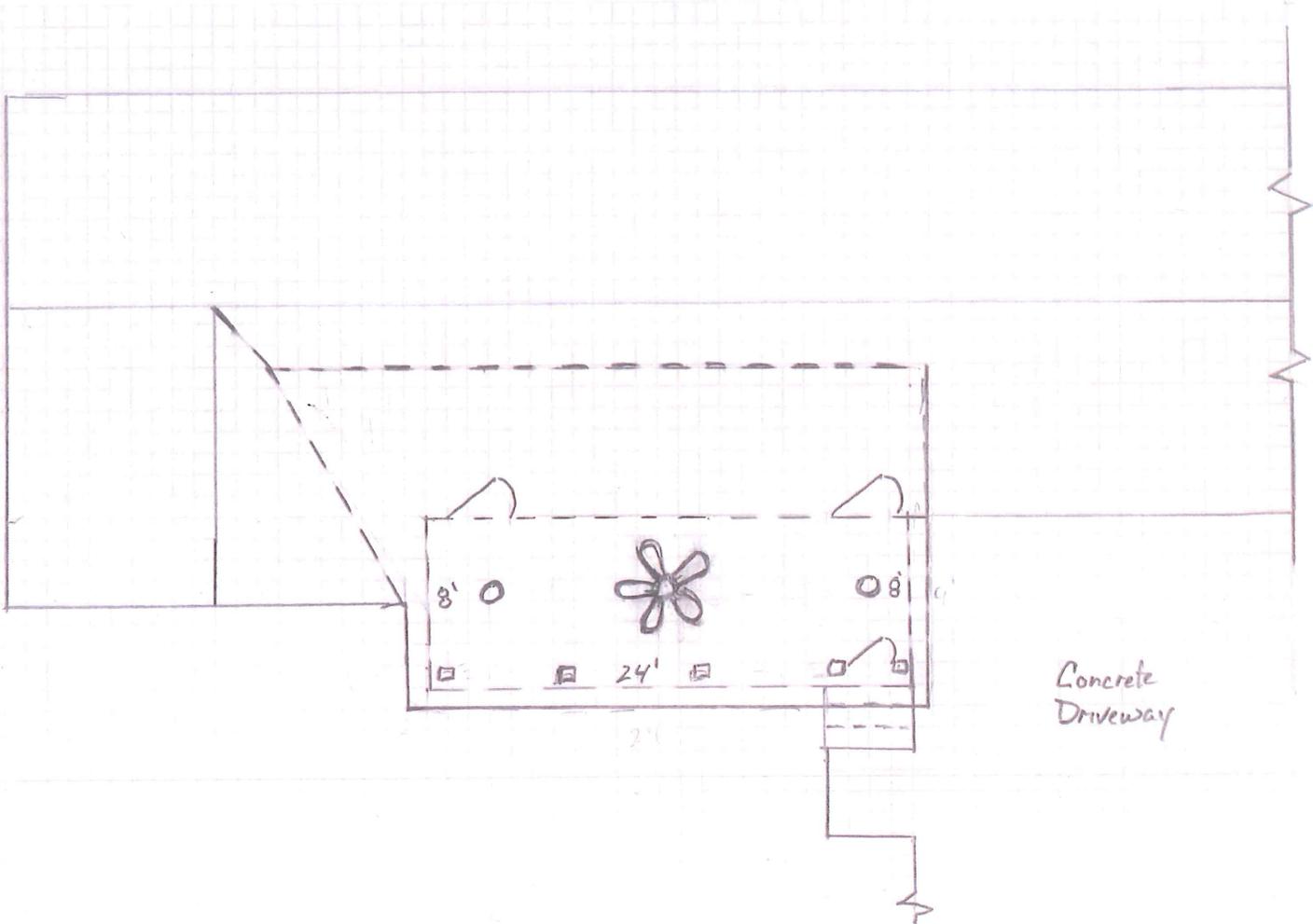
Signature of Owner/Contractor: _____



6500 Commonwealth Drive
Roanoke, Virginia 24018
540/989-1236
800/274-4424
FAX 540/989-1215



2861 Crusader Circle
VA Beach, VA 23453
757/368-5557
888/316-8513
FAX 757/368-8199





Historic District Review Board Staff Report

From: Larry DiRe 
Date: September 20, 2016
Item: 5A – 727 Tazewell Avenue – New Construction of single-family home
Attachments: Supplemental materials.

Application Specifics

An application for a Certificate of Appropriateness was received from the property owner for new construction of a single-family home at 727 Tazewell Avenue. The proposed building is a single family home, built on a non-conforming size lot (40' x 132.5' – 5300 square feet). The overall building and improvement footprint is 30' x 76' (2280 square feet), with the structure proposed to be three stories (39 feet in height), and 3405 total square feet. There are no contributing structures in the 700-block of Tazewell Avenue. Most of the homes in that block and the neighboring house facing Fulcher Street do not have a full front porch. This building shows a front porch at just twenty-four feet (80%), as allowed in the Guidelines and zoning ordinance (Article III Section 3.2.1.5.) A large, vacant commercial property is directly across the street. The building footprint meets the setback\prevailing standard requirements of the zoning ordinance. This structure will have vinyl siding and clad casement windows.

At the August 16th meeting, the Board requested revised drawings showing window alignment and options to the glass-block configuration. Pending those supplemental materials, the Board motioned to continue review of this application. The supplemental materials were submitted in early September.

Discussion

The applicant has provided a supplemental set of comprehensive elevation drawings, which are attached to this staff report.

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.

PELLICER HISTORICAL REVIEW NOTES - RESPONSE CHANGES DESCRIPTIONS

August 29, 2016

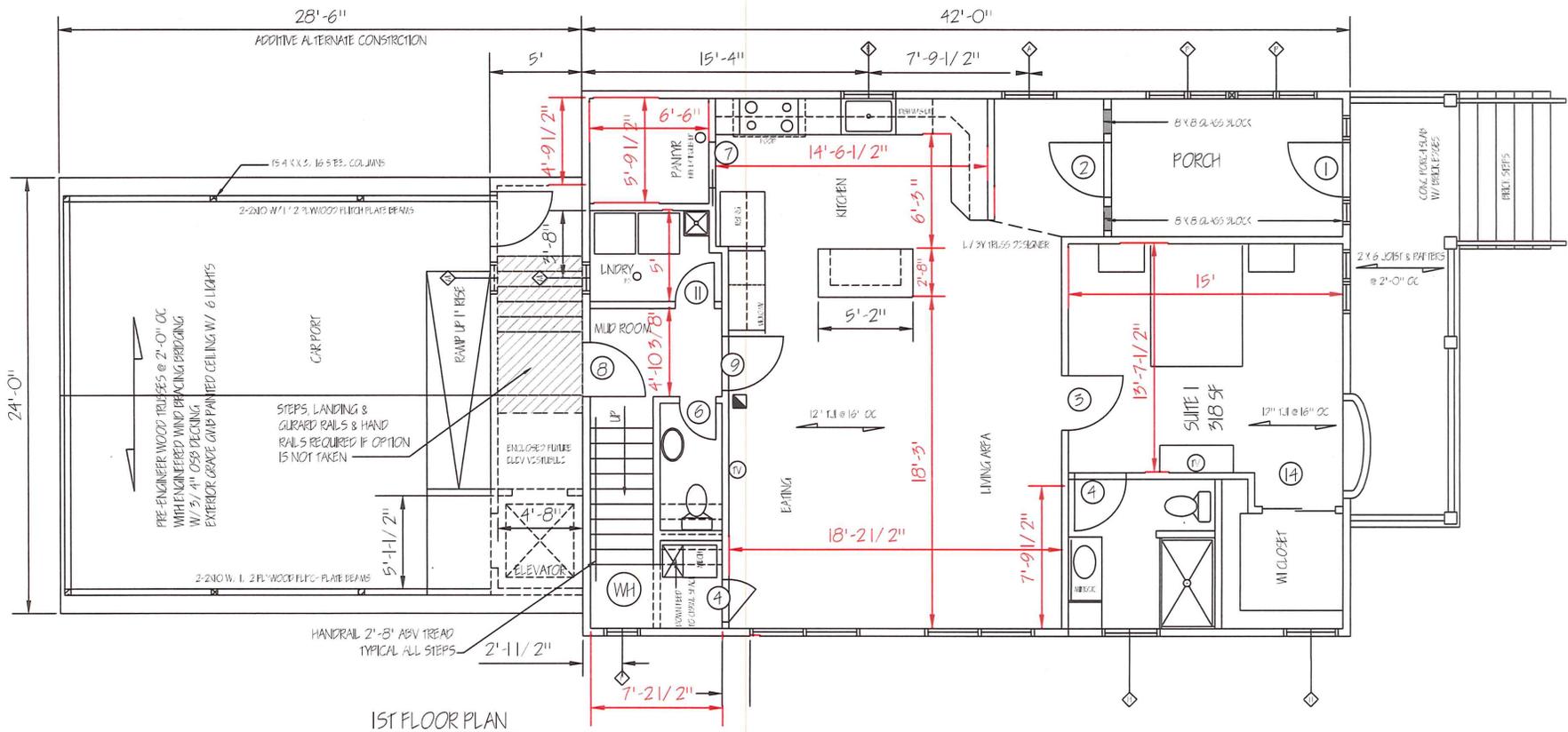
- 1. GLASS BLOCK DELETED ON INSIDE LOT LINE ELEVATION** – Changed to a pair of operable double Casement windows with single lite sashes, each with clear insulated glass.
- 1. TAZEWELL BAY WINDOWS** – First and Second floor windows shifted to be symmetrical with each other and on the centerline of the front elevation. The casement window has to remain because it is a building code emergency egress size that is required for a window in bedrooms.
- 2. WINDOWS ON EAST ELEVATION (FULCHER)** – What was shown had not changed. The location of this assembly of window forms the outer wall of a recessed porch with a view on to Fulcher. The configuration is a pair of operable single lite double casements on each side of a vinyl clad structural column with a horizontal guard rail at 42" above the floor level. There is a pair of fixed single lite double casements with tempered glass on each side of the column below the guard rail. All window, column and guardrail finishes will match to provide a uniform color unit.

Hunter Bristow, RA
Architect



INTERIOR SIDE ELEVATION
 SCALE: 3/16" = 1'-0"

2- DOUBLE SINGLE LITE CASEMENT WINDOWS TO RPLACE GLASS BLOCK
 PELLICER HISTORICAL REVIEW NOTES - GLASS BLOCKS



1ST FLOOR PLAN
SCALE: 1/4" = 1'-0"

1

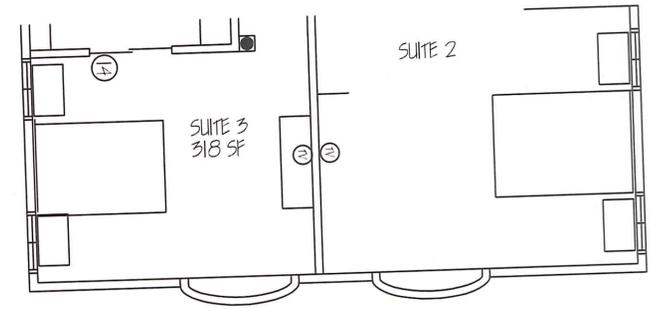
2- DOUBLE SINGLE LITE CASEMENT WINDOWS TO REPLACE GLASS BLOCK
PELLICER HISTORICAL REVIEW NOTES - GLASS BLOCKS

ARCHITECTURAL GRADE ASPHALT/FIBERGLASS SHINGLES
 7" BASE ALUMINUM VENT
 WITH INSECT SCREEN, TYPICAL

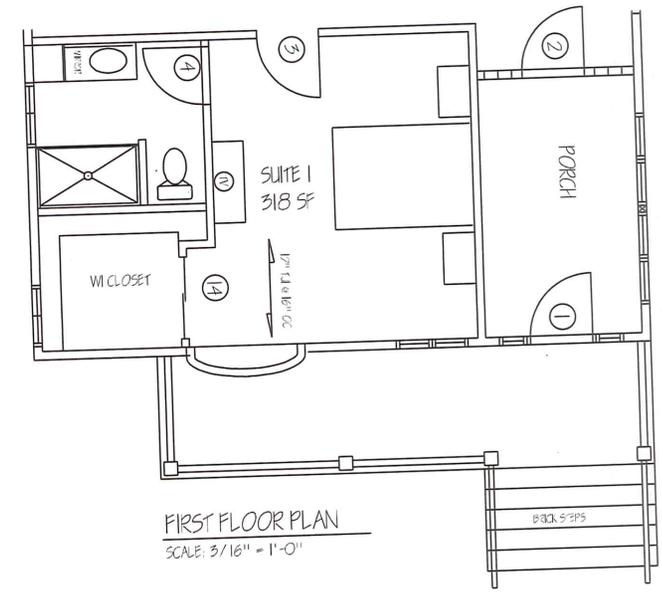


TAZEWELL ELEVATION
 SCALE: 3/16" = 1'-0"

2



2ND FLOOR PLAN
 SCALE: 3/16" = 1'-0"



FIRST FLOOR PLAN
 SCALE: 3/16" = 1'-0"

SYMMETRICAL BAY WINDOWS AND OPERABLE WINDOW - CENTERED
 PELLICER HISTORICAL REVIEW NOTES - BAY WINDOWS

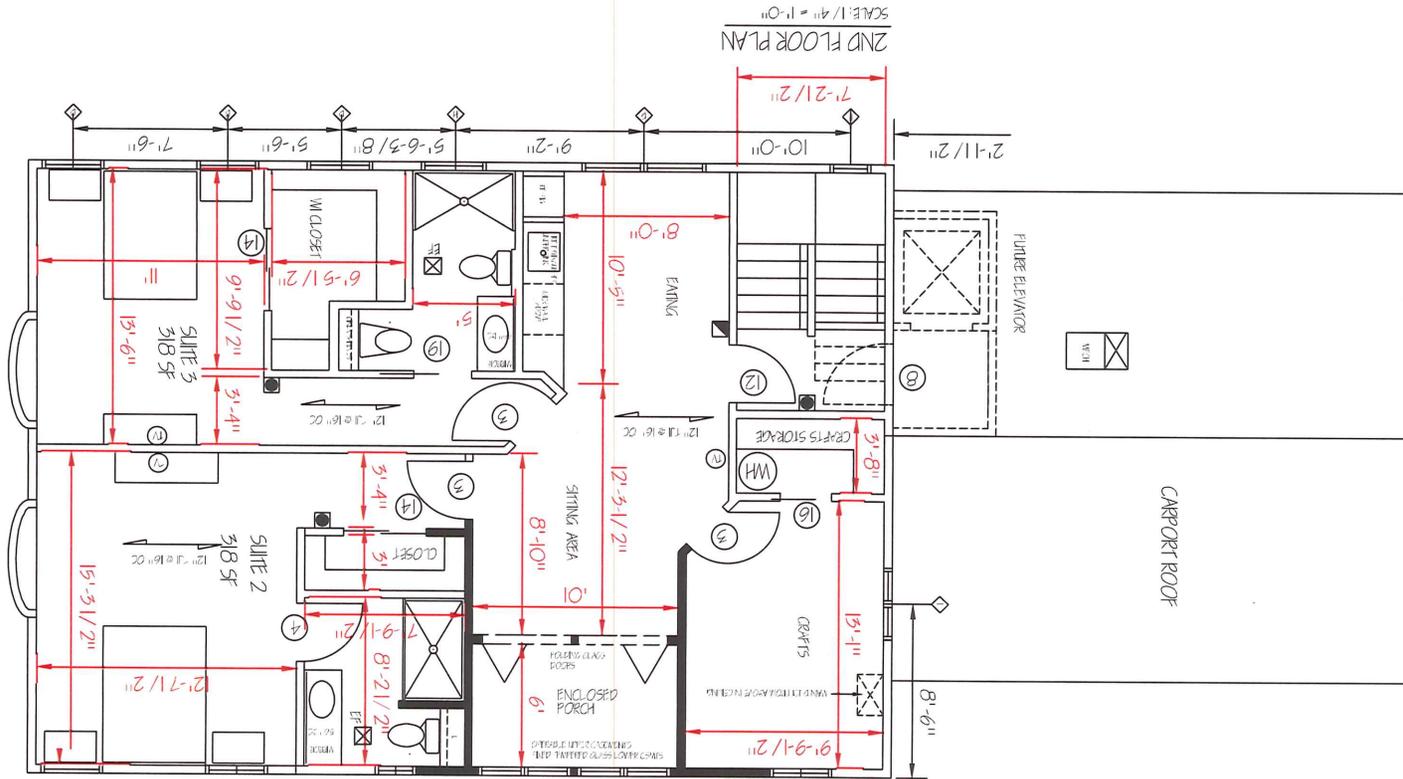


FULCHER ELEVATION
 SCALE: 1/4" = 1'-0"

PAIRED OPERABLE CASEMENT WINDOWS OVER PAIRED FIXED CASEMENTS
W/ VINYL WRAPPED STRUCTURAL COLUMN AND GUARDRAIL FOR PORCH

PELLICER HISTORICAL REVIEW NOTES -WINDOWS ON EAST ELEVATION

3



2ND FLOOR PLAN
SCALE: 1/4" = 1'-0"

3

PELICER HISTORICAL REVIEW NOTES - WINDOWS ON EAST ELEVATION
PAIRED OPERABLE CASEMENT WINDOWS OVER PAIRED FIXED CASEMENTS
W/ VINYL WRAPPED STRUCTURAL COLUMN AND GUARDRAIL FOR PORCH