

Historic District Review Board

Cape Charles Civic Center – 500 Tazewell

Regular Session Agenda

November 15, 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 204 Washington Avenue – new construction of single-family dwelling
 - B. Application for Certificate of Appropriateness for 639 Monroe Avenue – demolition of rear utility room and new construction of rear addition bedroom and bath
5. Old Business
6. Announcements – National Register survey update meeting Tuesday December 20, 2016
7. Adjourn



DRAFT
HISTORIC DISTRICT REVIEW BOARD
Regular Meeting
Cape Charles Civic Center
September 20, 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 and Terry Strub. Sandra Salopek was not in attendance. Also in attendance were Town Planner Larry DiRe and Assistant Town Clerk Tracy Outten. The applicants and one other member 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 Terry Strub, seconded by John Caton, to accept the agenda as presented. The motion was unanimously approved.

The HDRB reviewed the minutes from the August 16, 2016 Regular Meeting.

Motion made by David Gay, seconded by John Caton, to accept the minutes of the August 16, 2016 Regular Meeting as revised. The motion was unanimously approved.

NEW BUSINESS:

A. *Application for Certificate of Appropriateness for 541 Randolph Avenue - new construction of front porch*

Applicant, William Wagner, gave an overview of the proposed plans. Mr. Wagner said they have made some beautifications inside the house and would like to do the same on the outside. The board discussed with the applicant burying the electrical cable and placement of the satellite per the HDRB guidelines.

Motion made by John Caton, seconded by Terry Strub, to approve the Application for the Certificate of Appropriateness for 541 Randolph Avenue. The motion was unanimously approved.

B. *Application for Certificate of Appropriateness for 230 Jefferson Avenue – new construction of front porch*

Contractor, Jeb Johnson, explained the plans and passed out more information in addition to his application. The board discussed the material being used. Joe Fehrer asked if the two doors would stay the same; Mr. Johnson said yes.

Motion made by Terry Strub, seconded by David Gay, to approve the Application for the Certificate of Appropriateness for 230 Jefferson Avenue. The motion was approved.

OLD BUSINESS:

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

Architect, Harry Bristow, RA, presented the board with new drawings showing the changes that were suggested at the August 16, 2016 meeting. The board agreed having the interior plans helps them understand the project more.

Motion made by David Gay, seconded by Terry Strub, to approve the Application for the Certificate of Appropriateness for 727 Tazewell Avenue as revised. The motion was approved.

ANNOUNCEMENTS:

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

The CAMP training will be held on Saturday, October 29th in the Civic Center. Joe Fehrer suggested extending an invitation to local realtors.

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: November 15, 2016
Item: 4A – 204 Washington Avenue – New Construction of single-family home
Attachments: Application, materials list, elevations, survey plat.

Application Specifics

An application has been received for a Certificate of Appropriateness from the property owner for new construction of a single-family home at 204 Washington Avenue (lot 108). The proposed building is a single-family home, built on a conforming size lot. The building footprint meets the setback\prevailing standard requirements of the zoning ordinance. This home is proposed to have vinyl siding and synthetic decking material for the front porch. Similar materials for new construction have been approved in the past and given the relatively limited development on that part of Washington Avenue should not be considered incompatible. The first-floor circular window, not common in the District, appears to provide natural lighting for the front door entranceway and stairway to the second floor.

Discussion

The applicant has presented a comprehensive set of elevation drawings, and a current survey plat. The building height limit, roof pitch, and front porch width conform to the zoning ordinance requirements and Guidelines. The applicant proposes a recessed side porch, facing west, while not common in the District, such a design is not expressly addressed in the Guidelines' Porch Section, but generally conforms to the intent of Guidelines.

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: 10/12/16

Permit No.: _____

* Please attach checklist items

Fee: \$100.00

Modification Fee: \$50.00

Special Meeting Fee: \$125.00

Applicant: Spencer Custis Signature: [Signature]
Address: 4005 Kensington Ave City: Richmond State: VA Zip: 23221
Telephone: 757-710-0728 Cell: 757-710-0728
Email: spenmc9@hotmail.com

Owner(s): Spencer Custis
Address: _____ City: _____ State: _____ Zip: _____
Telephone: _____ Cell: _____
Email: _____

Contractor: Eastern Shore Builders
Address: 6056 Seaside Rd City: Massachusetts State: VA Zip: 23413
Telephone: 757-710-0728 Cell: 757-710-0728
Email spenmc9@hotmail.com
Town License No.: _____ State License No.: 2705124711

Location of Improvement: 108 Washington Ave
Lot No.: 108 Block No.: _____ Lot Size: 40' x 140' Lot Area: 5,600 sq ft
Type of Improvement: New construction

Proposed Use: Residential
Estimated Construction Costs: 100,000

Dimension of Structure or Improvement:
Width: 28' Length: 63' Height: 33'
Total Square Footage: 2520 sq ft

Structure of Improvement will be set back:
30' from front property line
8 6' from side property line
N/A from side property line on corner lot
47' from rear property line
N/A 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: _____



204 Washington Avenue

House Size- 28' Wide by 55' Length with Double Front Porch

Siding – Certaineed Monogram Seagrass/Pacific Blue 5" lap with Sterling Gray Board and Batten

Front Door – Stain Grade Door

Shutters – Black

Foundation – Parged Block Wall

Decking – Trex

Roof- 30 year Dimensional Black; 12/10 pitch

Windows- White Vinyl 4 over 4

2/8 x 6/2 First floor, 2/8 x 5/2 second floor

10" fibercast columns white

White railing



FRONT ELEVATION
SCALE 1/8"=1'

DRAWN BY:
STRUCTURAL COORDINATOR:
ALL INFORMATION SUBJECT TO THE TERMS AND CONDITIONS OF THE AGREEMENT WITH THE CLIENT.
603.293.0771 OR 603.715.9589

CUSTIS BEACH HOUSE

DATE DRAWN
7/20/16
DATE REVISED
10/27/16

SHEET NO.:

1



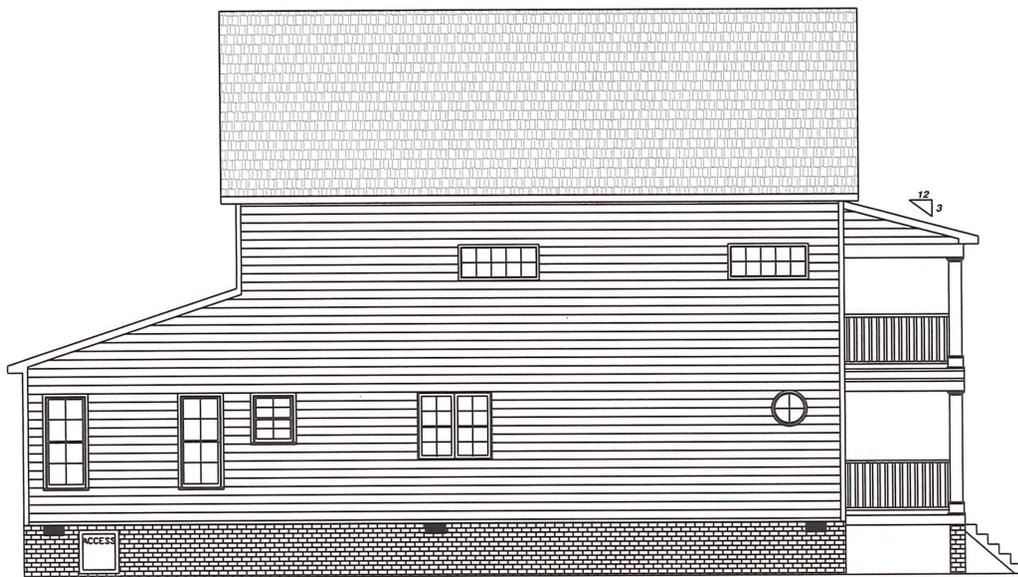
RIGHT ELEVATION
SCALE 3/16"=1'

DRAWN BY:
STRUCTURAL COORDINATOR:
RYAN COLLINS, DRAFTSMAN
904-270-2711 OR 904-775-8909

CUSTIS BEACH HOUSE

DATE DRAWN:
7/20/16
DATE REVISED:
10/27/16

SHEET NO.:
2



LEFT ELEVATION
SCALE 3/16"=1'

DRAWN BY:
WINDYBEE ASSOCIATES
ARCHITECTURAL DRAFTSMAN
1000 W. 10TH ST. SUITE 100
DENVER, CO 80202
303.733.1111

CUSTIS BEACH HOUSE

DATE DRAWN
7/20/16
DATE REVISED
10/27/16

SHEET NO.:
3



REAR ELEVATION
SCALE 3/16"=1'

DRAWN BY:
STRUCTURAL COORDINATOR:
CALLAHAN@STYLAND.COM
404-237-7771 06/16/2016

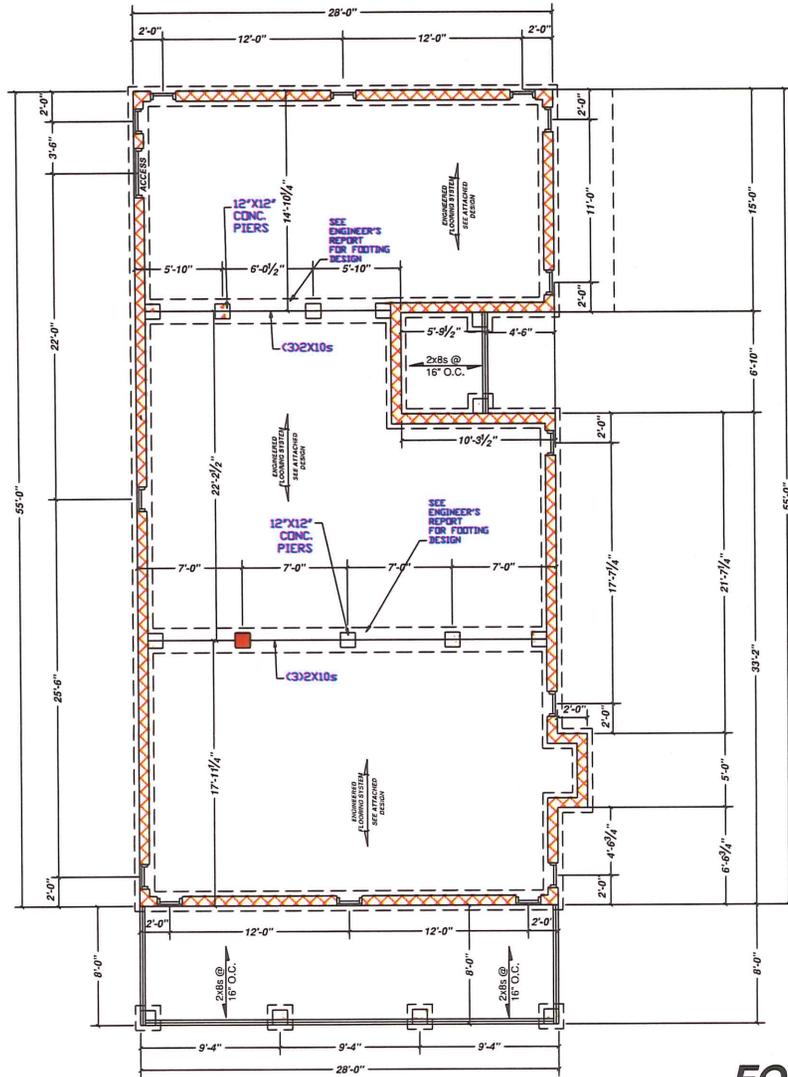
CUSTIS BEACH HOUSE

DATE DRAWN:
7/20/16
DATE REVISED:
10/27/16

SHEET NO.:

4

THIS PLAN IS DESIGNED UNDER IRC
2009 CODE.



FOUNDATION
SCALE 1/8"=1'

DRAWN BY:
STRUCTURAL COORDINATOR:
RYAN GELMAN, DRAFTSMAN
PH: 209-271-0828 FAX: 209-271-8889

CUSTIS BEACH HOUSE

DATE DRAWN:
7/20/16
DATE REVISED:
10/27/16

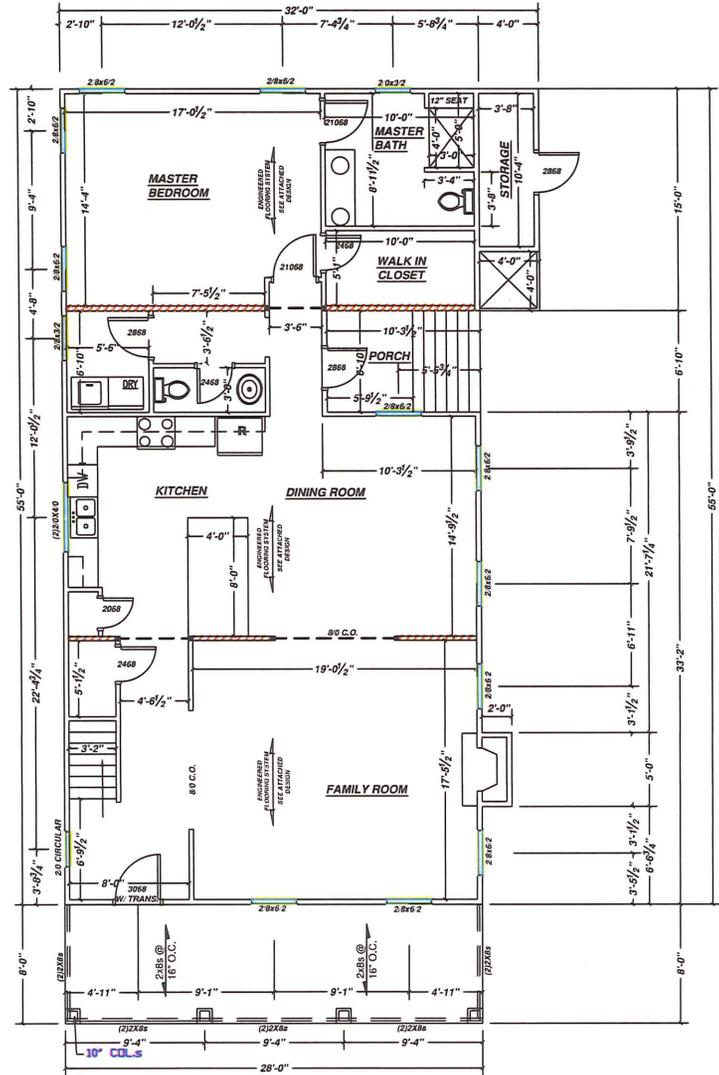
SHEET NO.:
5

THIS PLAN IS DESIGNED UNDER IRC 2009 CODE.

INTERIOR BEARING WALL
 9' CEILINGS—FIRST FLOOR
 8' CEILINGS—SECOND FLOOR
 LENGTHEN CASED OPEN JACKS TO 92 1/2" AS INDICATED.

NOTE:
 (2)2X8s HEADER OVER WINDOWS AND DOORS UNLESS OTHERWISE INDICATED.

KEEP JOISTS CLEAR OF TOILET AND SHOWER DRAIN



FIRST FLOOR
 SCALE 1/8"=1'

DRAWN BY:
 STRUCTURAL COORDINATOR:
 GALLAGHERSTYANCO.COM
 800.707.7177 OR 602.971.9999

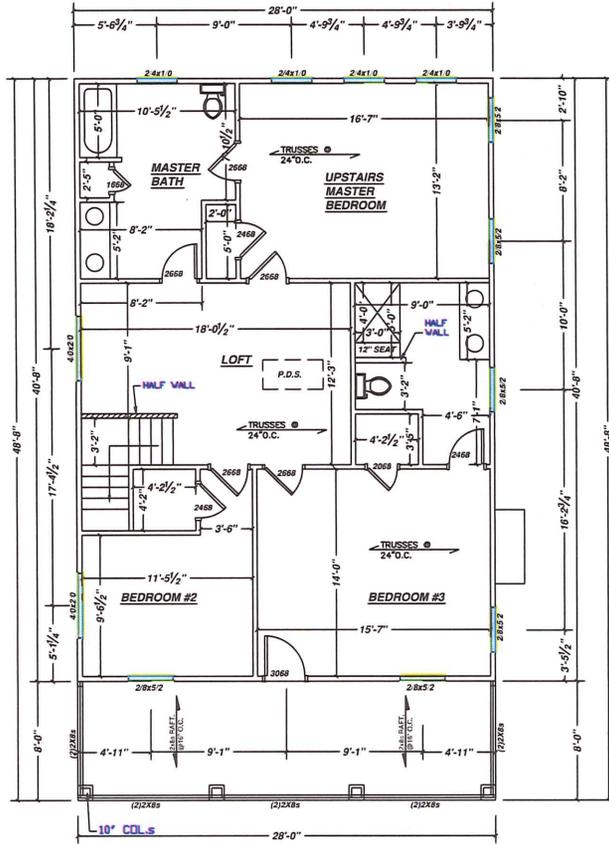
CUSTIS BEACH HOUSE

DATE DRAWN:
 7/20/16
 DATE REVISED:
 10/27/16
 SHEET NO.:

6

THIS PLAN IS DESIGNED UNDER IRC
2009 CODE.

NOTE:
-2x2x8# HEADER OVER WINDOWS
AND DOORS UNLESS OTHERWISE
INDICATED.



SECOND FLOOR
SCALE 1/8"=1'

DRAWN BY:
STRUCTURAL COORDINATOR:
CALLAGHANBYWALCO.COM
602.257.7771 08/02/16 09:59

CUSTIS BEACH HOUSE

DATE DRAWN:
7/20/16

DATE REVISED:
10/27/16

SHEET NO.:

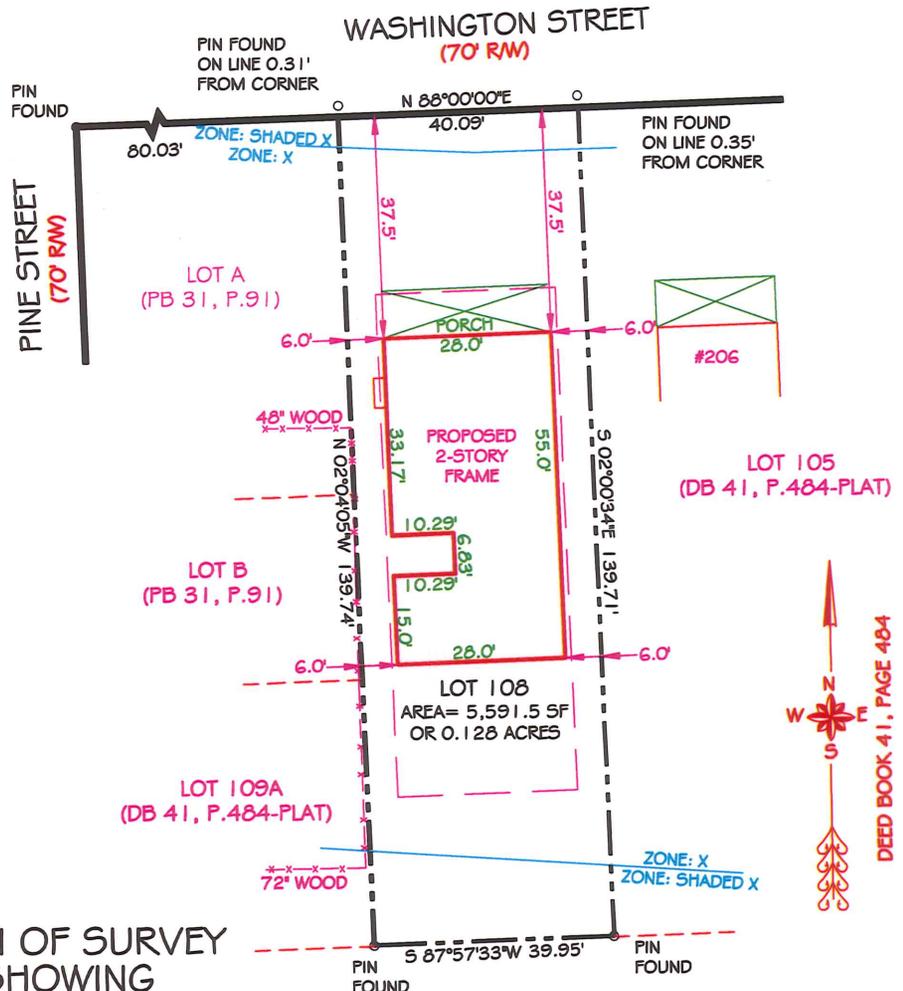
7

GENERAL NOTES:

1. TAX PARCEL: 83A3-1-108
2. OWNERS: CHARLES D. KINCANNON & THOMAS E. KAVOUNAS
3. SOURCE OF TITLE: INSTRUMENT #060002151
4. NO ENCROACHMENTS EXIST ON THIS PROPERTY
5. A SURVEY WAS PERFORMED ON THIS PROPERTY IN MARCH 2016 WITH A BOUNDARY CLOSURE WHOSE PRECISION EXCEEDS 1:10,000.
6. THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF A CURRENT TITLE REPORT AND MAY NOT SHOW ANY/ALL EASEMENTS OR RESTRICTIONS THAT MAY AFFECT SAID PROPERTY AS SHOWN OR WETLANDS, ENVIRONMENTAL HAZARDS, CEMETERIES AND UNDERGROUND STRUCTURES NOT OBSERVED DURING THE COURSE OF THE SURVEY.
7. ACCORDING TO THE FEDERAL EMERGENCY MANAGEMENT AGENCY (F.E.M.A.) FLOOD INSURANCE RATE MAP COMMUNITY PANEL NO. 51131C0295F, DATED 3-2-2015, THE PROPERTY SHOWN HEREON LIES IN FLOOD ZONES: X & SHADED X. FLOOD ZONE DETERMINATION IS BASED ON THE FLOOD INSURANCE RATE MAP AND DOES NOT IMPLY THAT THIS PROPERTY WILL OR WILL NOT BE FREE FROM FLOODING OR DAMAGE. FLOOD ZONE INFORMATION SHOWN HEREON IS NOT GUARANTEED AND WAS APPROXIMATELY SCALED FROM THE FEDERAL EMERGENCY MANAGEMENT AGENCY (F.E.M.A.) FLOOD INSURANCE RATE MAPS. FOR FURTHER INFORMATION AND TO CONFIRM THE FLOOD ZONE FOR THIS PROPERTY, CONTACT THE LOCAL COMMUNITY FLOOD OFFICIAL.
8. PLAT REFERENCES: DEED BOOK 41, PAGE 484
PLAT BOOK 31, PAGE 91
9. NO 911 ADDRESS ISSUED.

SURVEYOR CERTIFICATION

I, MARSHALL B. PARKS, A LICENSED LAND SURVEYOR, HEREBY CERTIFY THAT THIS PLAT WAS MADE BY ME AT THE REQUEST OF THE OWNERS AND THAT THIS SURVEY IS ENTIRELY WITHIN THE BOUNDARIES OF LAND COVERED BY THE DEED DESCRIBED HEREON AND THAT MONUMENTATION IS ACTUALLY IN PLACE OR WILL BE SET AT POINTS MARKED AS SHOWN HEREON AND THAT THEIR LOCATIONS ARE CORRECTLY SHOWN. THIS SURVEY IS CORRECT AND COMPLIES WITH THE MINIMUM PROCEDURES AND STANDARDS ESTABLISHED BY THE VIRGINIA BOARD FOR ARCHITECTS, PROFESSIONAL ENGINEERS, LAND SURVEYORS, CERTIFIED INTERIOR DESIGNERS, AND LANDSCAPE ARCHITECTS. THIS PLAT IS BASED ON A CURRENT FIELD SURVEY.



**PLAN OF SURVEY
SHOWING
PROPOSED IMPROVEMENTS
TO LOT #108
MAP OF CAPE CHARLES
CAPEVILLE DISTRICT
NORTHAMPTON COUNTY, VIRGINIA
MADE FOR: SPENCER CUSTIS
OCTOBER 15, 2016**

**ACCOMACK-NORTHAMPTON
SURVEYING & MAPPING**

16034 Melompin Road Blaxom Va 23306
Mail Address: P.O. Box 4 Modest Town, VA 23412
Phone: (757) 709-4192

DRAWN BY: PARKS	SCALE: 1" = 20'
CHKD BY:	BACK TRV BY: PARKS
DIGITAL FILE: 433 RESTIEN	JOB NUMBER: 433



DEED BOOK 41, PAGE 484

Historic District Review Board Staff Report

From: Larry DiRe 
Date: November 15, 2016
Item: 4B – 639 Monroe Avenue – rear demolition and new construction of bath and bedroom
Attachments: Application, materials list, project narrative, elevations, to scale lot drawing.

Application Specifics

An application has been received for a Certificate of Appropriateness from the property owner for removal of an existing utility room and new construction of a bath and bedroom. The existing building is a single-family home, built on a non-conforming size lot. The proposed new addition footprint meets the rear yard setback, but not the side yard setback as proposed. Any use of existing materials will allow the new construction footprint to match the existing setbacks. This addition is proposed to use Hardie board, at the same reveal as existing siding, and vinyl windows are proposed throughout. The roofing material is proposed thirty-year architectural shingles, at a 3x12 pitch. The addition is proposed to be 12' x 23'.

Discussion

The applicant has presented a detailed project narrative, comprehensive set of elevation drawings, and a current survey plat. The proposed synthetic siding materials are commonly used throughout the District on new construction. Proposed building height limit and roof pitch conform to the zoning ordinance requirements and Guidelines. The proposed window schedule is consistent throughout the new construction, and conforms to style found in the District.

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: 11/3/16

* Please attach checklist items

Permit No.: _____

Fee: \$100.00

Modification Fee: \$50.00

Special Meeting Fee: \$125.00

Applicant: William E Manning Signature: William E Manning
Address: 3146 Yarmouth Dr. City: Cape Charles State: VA Zip: 23310
Telephone: 757-286-1025 Cell: same
Email: _____

Owner(s): Amy Couch & Daniel Burkner
Address: 639 Monroe Ave City: Cape Charles State: VA Zip: 23310
Telephone: _____ Cell: _____
Email: _____

Contractor: William E Manning Construction LLC
Address: 3146 Yarmouth Dr. City: Cape Charles State: VA Zip: 23310
Telephone: same Cell: 757-286-1025
Email wemcont@yahoo.com
Town License No.: 16-0284 State License No.: 2705146732

Location of Improvement: 639 Monroe Ave
Lot No.: 231 Block No.: _____ Lot Size: _____ Lot Area: _____
Type of Improvement: Take off old utility room & Build a Bedroom & Bath 12x13
Proposed Use: single family home
Estimated Construction Costs: 20,000.00

Dimension of Structure or Improvement:
Width: 23' Length: 12' Height: 13'
Total Square Footage: 276

Structure of Improvement will be set back:
Back of home from front property line
3' on left side from side property line
3' on right side from side property line on corner lot
60' + from rear property line
60' + from alley

Town Water Permit: NA Town Sewer Permit: NA

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

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- 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: _____

William E. Manning

Addition 639 Monroe Ave. 11/4/16

[William E Manning Construction
LLC 3146 Yarmouth Dr. Cape
Charles VA. 23310

Wemcont@yahoo.com

757-286-1025

The list of material for 12x23 addition located 639 Monroe Ave.

The addition will consist of ,

A continue's 8"x 20" footer of 3000, PSI cement

A continue's 8" x 8 " x 16" C M U foundation (parged)

A 2" x 8" floor joist with ¾" T & G subfloor

2" x 4" wall construction the same height as existing walls.

7/16" O S B sheathing with house wrap covering.

2" x 8" ceiling joist

2" x 8 " Rafters

The pitch will be 3x12 on roof

The siding on outside will be James Hardie with the same exposure as existing siding.

The windows will be new construction vinyl with the same gril work to match existing windows.

The roof will be a black 30 year Arch. Shingle.

The corner post on the outside will be the same as existing in size.

The rear door will be a 9 light steel door

The owner will be painting the exterior siding and soffit to match the color of existing color on home. The soffit on addition will match the soffit on existing home as close as possible

The owner will be putting on the proposed 6'x13' P. T. deck.

The scope of work will begin with.

The obtaining of building permit and historic permit then

The removal of the old utility room and the siding on the back wall up to the height of the roof line. All trash will be placed in a dumpster, that will be located on the back of lot.

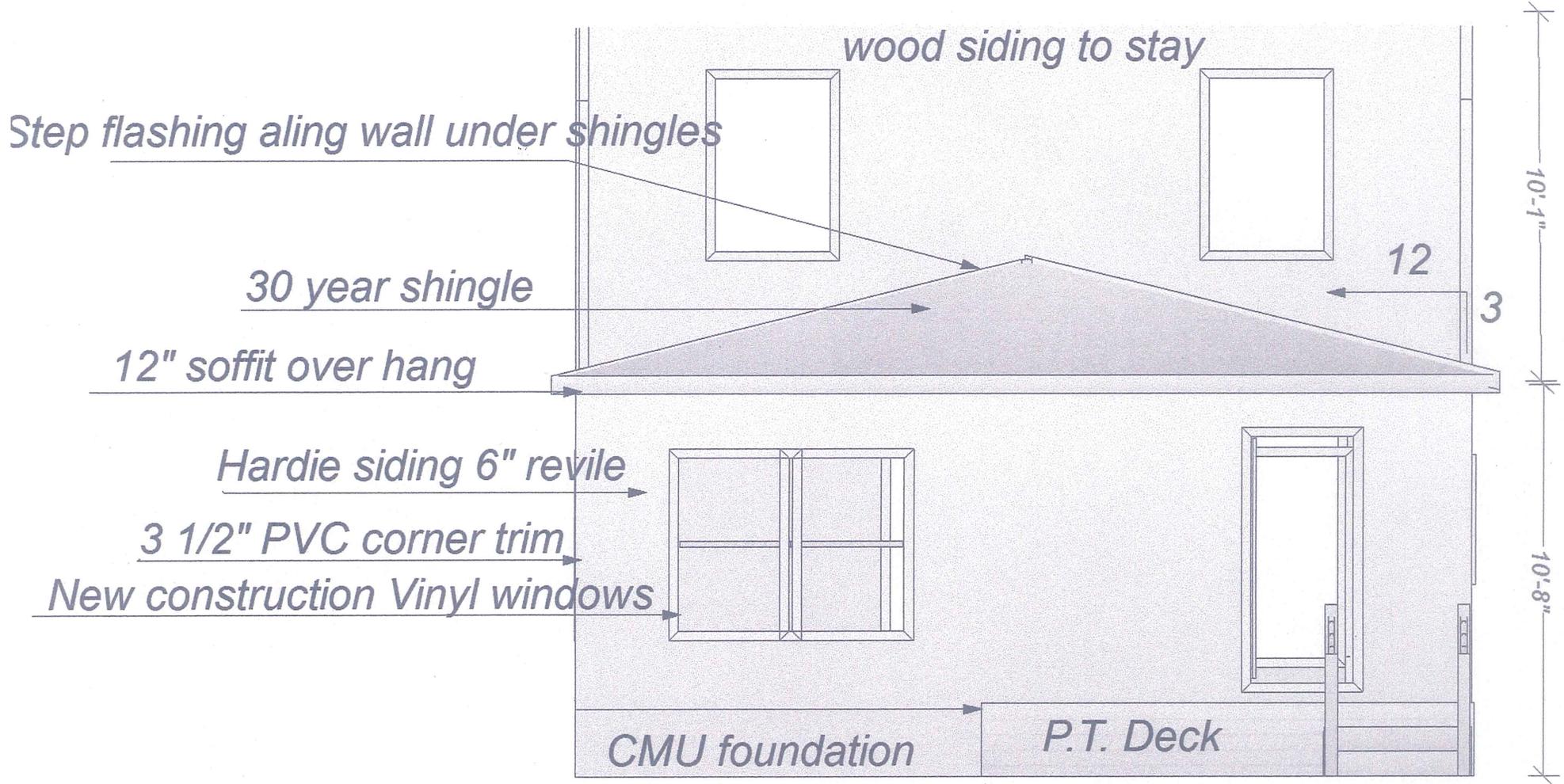
The alley will be used as access for the removal of all trash and delivery of all material to build addition .

Once the demo work is complete and all trash is removed the footer will be dug and poured.

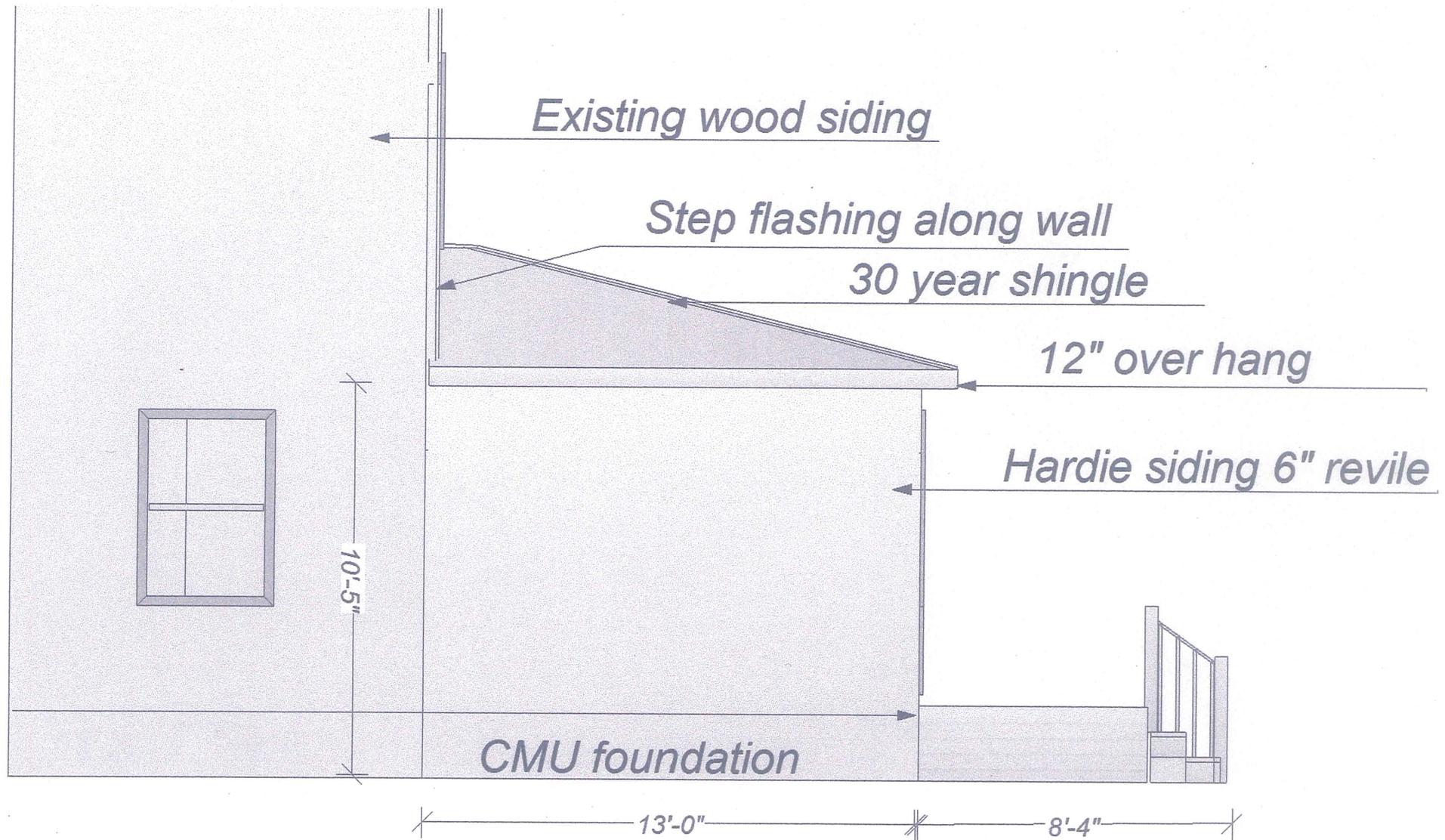
Once that is completed the block foundation will be put in. Once that is completed the framing will take place. After the framing is completed the window and door will be installed then the roof and siding will be installed. The owner will be completing the interior, painting outside and install of the proposed P.T. deck. All materials left over from job will be removed from job site as proposed jobs are completed.

Thanks ,

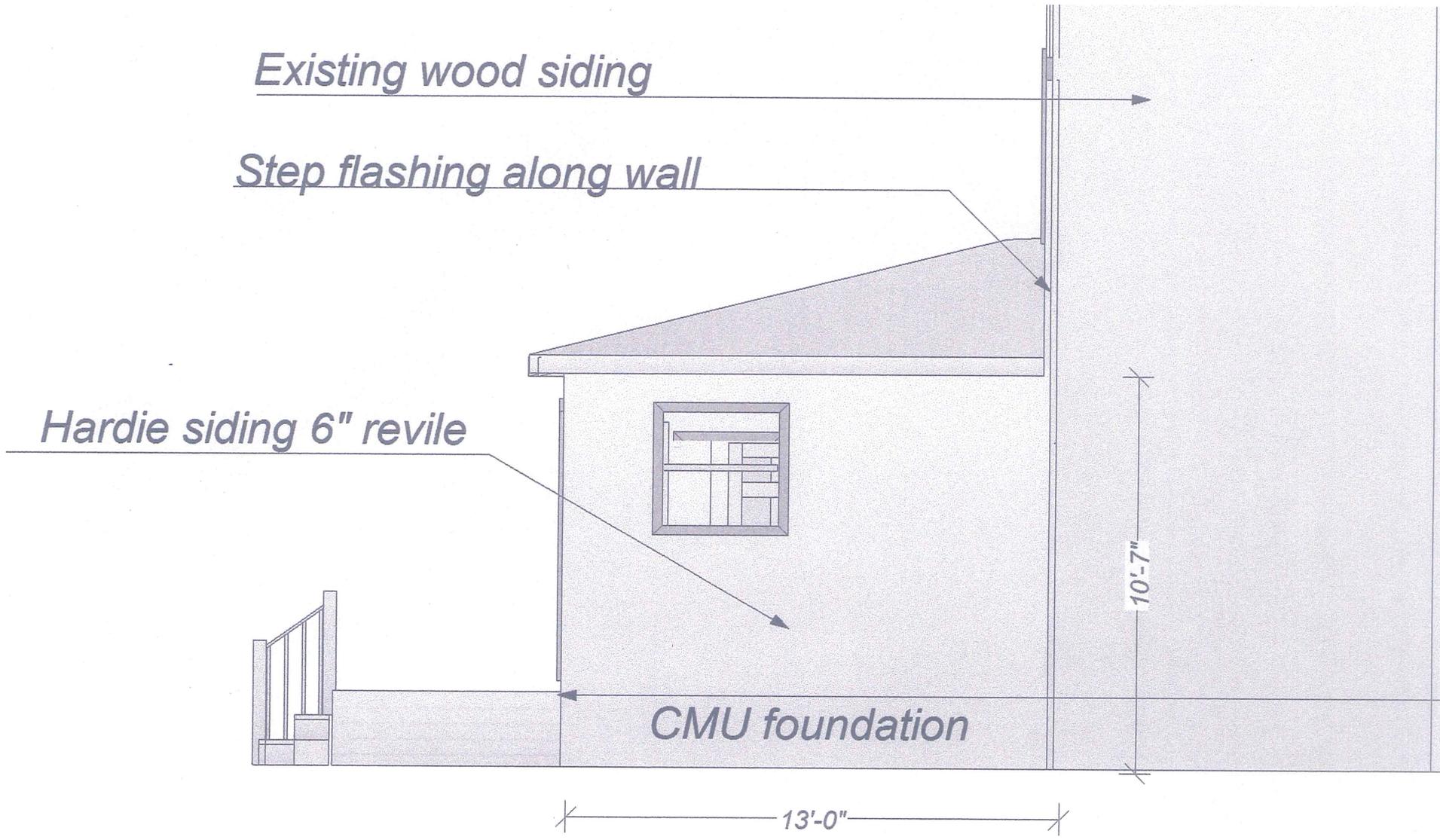
William E. Manning



*Back elevation
Scale 1/8 " = 1'-0"*



Left side elevation
Scale 1/8"=1'-0"



Existing wood siding

Step flashing along wall

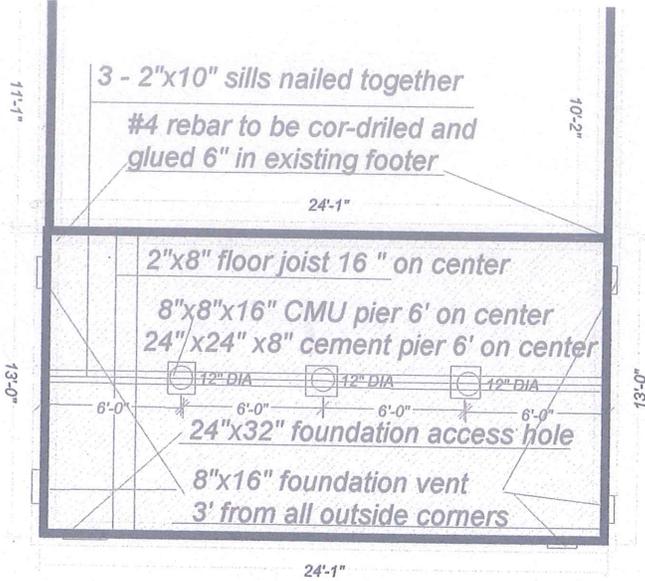
Hardie siding 6" revile

CMU foundation

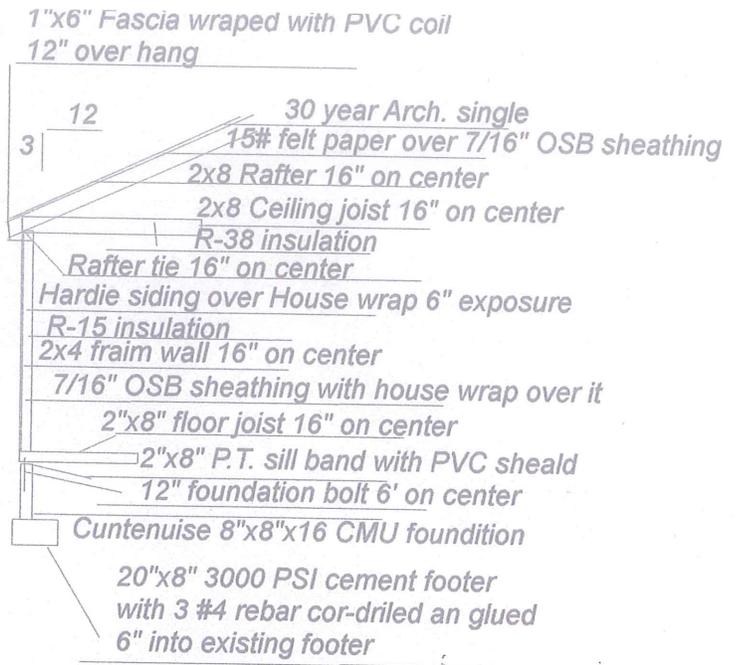
13'-0"

10'-7"

Right side elevation
Scale 1/8"=1'-0"



Foundation plan of new room
Scale 1/8"=1'-0"
502 Monroe Ave.



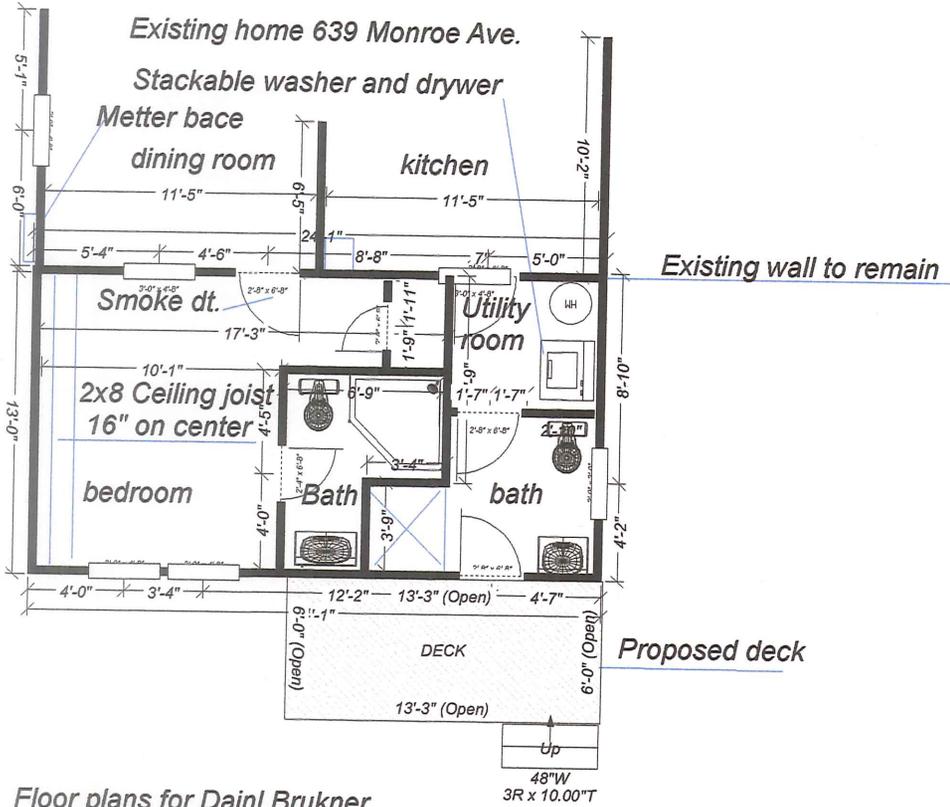
Framing detail

General notes

- 1- All sheathing will be nailed 8" in center and 6" to 4" along edges
- 2- Simkin rafter ties on all rafters nailed outside to top plate through sheathing
- 3 - All foundation bolts to be 12" x 1/2" Glvn.
- 4 - Existing siding will be taken off of lower back of existing home and flashing will be install along back wall where new roof ties in
- 5 - Windows are to be 30" x 66" 9 over one vinyl new construction tipe In bedroom. 36" x 36" 6 over 1 in utility room

Based on 2012 IRC

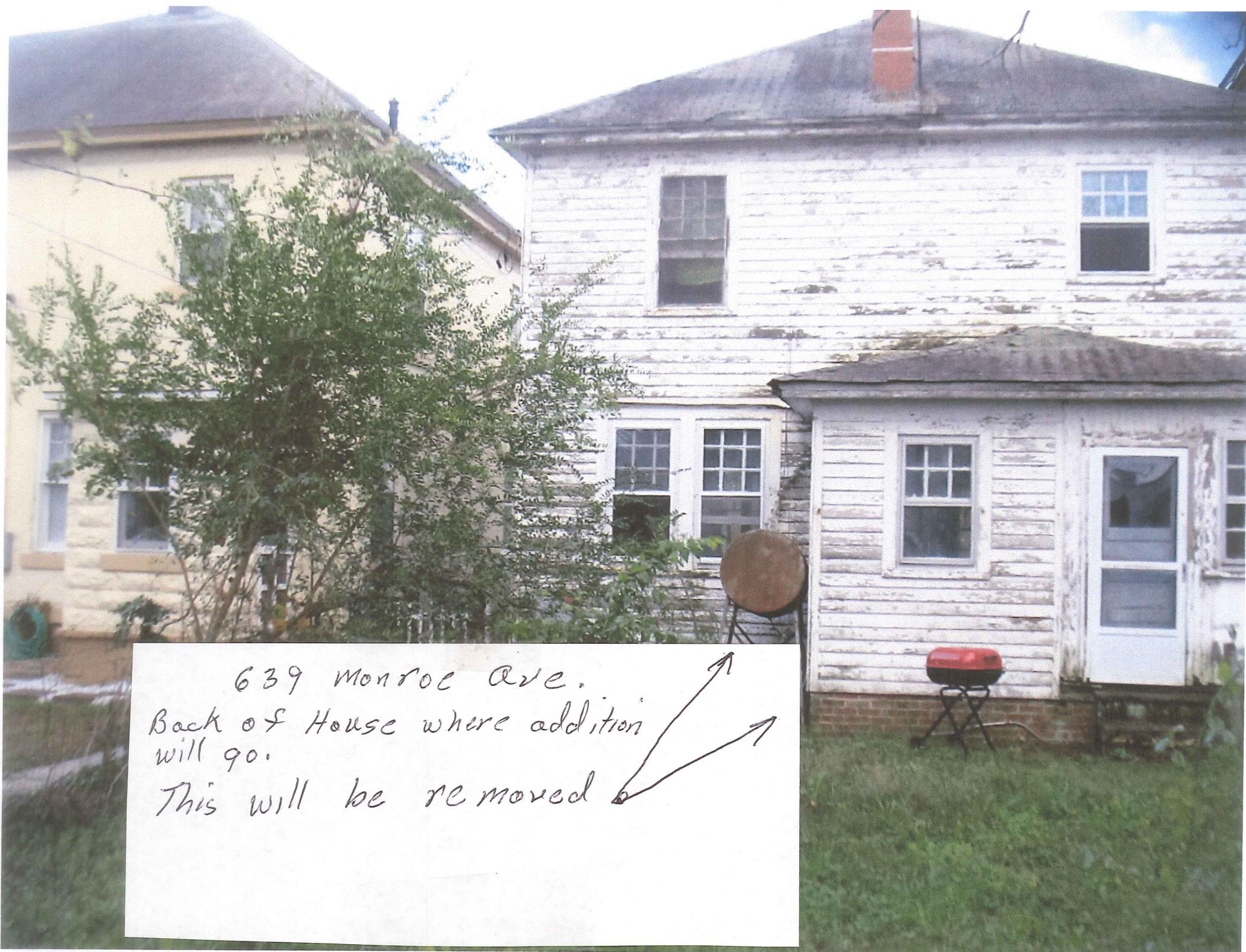
Use group classification	R-single family
construction type	VB
Floor live load	40 PSF
Deck live load	80 PSF
Roof live load	20 PSF
Attic live loat	20 PSF
Floor thermal resistance	R-19
Wall thermal resistance	R-15
Roof thermal resistance	R-38



Floor plans for Dainl Brukner
 Scale 1/8" = 1'-0"
 Contractor William E Manning
 Construction LLC.







639 Monroe Ave.
Back of House where addition
will go.
This will be removed

