



HISTORIC DISTRICT REVIEW BOARD

Regular Meeting
Cape Charles Town Hall
February 24, 2015
6:00 p.m.

At 6:03 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 and Sandra Salopek. David Gay and Terry Strub were not in attendance. Also in attendance were Town Planner Larry DiRe and Assistant Town Clerk Amanda Hurley.

CONSENT AGENDA:

Motion made by Sandra Salopek, seconded by John Caton, to accept the agenda as presented. The motion was unanimously approved.

The HDRB reviewed the minutes of the January 20, 2015 Regular Meeting and the January 27, 2015 Special Meeting.

Motion made by John Caton, seconded by Sandra Salopek, to accept the minutes of the January 20, 2015 Regular Meeting and the January 27, 2015 Special Meeting as presented. The motion was unanimously approved.

NEW BUSINESS:

A. *Administrative Matters*

Joe Fehrer stated that an election for Chair and Vice Chair was held each February, but the Board members present opted to postpone the election until the next meeting in hopes that all members would be in attendance.

Joe Fehrer stated that a slight change of meeting procedures was a possibility to consider in order to streamline future meetings. There was some discussion regarding agenda procedures, but some modifications would require a change to the By-Laws. John Caton and Sandra Salopek were in agreement that the moment of silence was not necessary. These matters would be discussed with the other members at the next meeting. Joe Fehrer stated that "Other Business" and "Announcements" as described in 7-1.8 and 7-1.9 of the HDRB By-Laws seemed redundant and suggested combining to "Administrative Matters." There was some discussion regarding Approval of Agenda Format.

Joe Fehrer stated that new home construction standards in the Historic District Guidelines were vague and suggested that Larry DiRe research other Virginia localities with Historic Districts to see what guidance they had for new construction. Joe Fehrer went on to state that he wouldn't want the guidelines so restrictive that they discouraged construction, but they needed to help preserve the integrity and character of the historic district while encouraging in-fill in the town.

Larry DiRe explained that there was a \$50.00 HDRB application fee for each applicant and asked the Board if a special meeting should necessitate an additional fee, especially if a builder did work outside of what was approved by the HDRB. The board was in agreement that an additional fee of \$100.00 was appropriate for a special meeting because there was additional cost in print materials, staff time and board members' time.

Larry DiRe commented that he had received an application for the March meeting and another was pending.

Larry DiRe stated that on Friday, he had spoken to two different people regarding Sears kit homes and he learned that there were Sears kit home enthusiasts who were interested in coming to Cape Charles. Larry DiRe asked the Board if they should promote the 8-9 Cape Charles Sears kit homes to potential enthusiasts who roamed the country looking for these homes. The Board was in agreement that the homes should be promoted and would begin that project in the coming months. Larry DiRe suggested the Cape Charles Museum could set up an exhibit on the Sears kit homes. Photos of the street view of each Sears kit home in Town would be provided to the Board.

Larry DiRe noted that he found a series of maps which may have been part of a larger tourist map project. There were overlay maps of the National Historic District compared to the Town's overlay district, a map of the Bed and Breakfasts in Town and several other maps that had potential for the Board.

Larry DiRe presented the 1989 National Register of Historic Places to the Board which encompassed the Historic District's contributing and noncontributing properties. Larry DiRe asked the Board if it would be beneficial to have the district reassessed again since more homes were now eligible due to their age. Larry DiRe recommended the Board talk to Code Official Jeb Brady regarding his list of code enforcement issues of a few contributing homes as they could lose their historic designation.

OLD BUSINESS:

There was no old business to discuss.

ANNOUNCEMENTS:

There were no announcements.

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

Chairman Joe Fehrer

Asst. Town Clerk