



## HISTORIC DISTRICT REVIEW BOARD

Regular Meeting  
Cape Charles Civic Center  
March 17, 2015  
6:00 p.m.

At 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 Amanda Hurley. Applicants for 205 Jefferson Avenue and 638 Tazewell Avenue were also in attendance.

### CONSENT AGENDA:

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

The HDRB reviewed the minutes of the February 24, 2015 Regular Meeting.

**Motion made by John Caton, seconded by Terry Strub, to accept the minutes of the February 24, 2015 Regular Meeting as presented. The motion was unanimously approved.**

### NEW BUSINESS:

*A. 205 Jefferson Avenue – Rear yard deck and screened-in porch*

Joe Fehrer invited the applicants to give an overview of their project. Ms. Mosteller stated that they were proposing to build a deck and screened-in porch which would someday be a sunroom.

Mr. Mosteller asked the Board what the process would be if funding became available to build the knee wall up to the bottom of the windows. Joe Fehrer stated that the Board wouldn't want to approve something in which the applicant got into a situation where they would have to come back to the Board seeking amends.

David Gay questioned the water drainage on the deck if there was a knee wall.

Sandra Salopek asked that the applicants bring back their window schedule when they were ready to begin the next phase.

**Motion made by David Gay, seconded by John Caton, to approve the addition of the rear deck and screened-in porch as presented with the inclusion of knee walls built to window sill height provided there was a visible means of proper water drainage. The Board also requested the window detail be submitted to the Town Planner no later than October 1, 2015. The motion was unanimously approved.**

*B. 638 Tazewell Avenue – Window replacement, chimney removal and rear porch reconstruction*

The applicant was proposing the following: i) Removal of two of the three non-functioning chimneys. One would remain; ii) Removal of one large window on the west side of the structure and replace with three smaller windows; iii) Removal of one large window on the east side of the structure and replace with three smaller windows; iv) Reduction in size of the front facing attic window; and v) addition of second floor rear facing porch above existing porch.

Applicant Wendi White described the proposed changes.

Joe Fehrer stated that the Board strived to maintain current visual appearance and historic integrity of homes within the historic district and went on to state that he could not support decreasing the size of the attic windows because they were architectural elements.

David Gay stated that it would be helpful if the Board had the final elevations.

Ms. White mentioned that she wanted to change all the windows to a decorative square pane over a clear glass pane and also wanted to have single shutters on the front versus the existing double shutters. The Board was in agreement that the shutters were a visual element and should remain as they were. If the shutters were in disrepair, they needed to be replaced with wood shutters of the same size and configuration. David Gay stated that the double shutters gave the house uniqueness.

Ms. White described the open second story rear porch.

Joe Fehrer confirmed that the applicant was retaining the eave overhang detail.

**Motion made by David Gay, seconded by Terry Strub, to approve the application for 638 Tazewell Avenue for the removal of rear and central chimneys, removal of one large window on east side and one large window on west side and addition of second floor rear porch above existing with the conditions that the windows and shutters be retained and preserved when possible and remain in original size, configuration and material, no more than three small square windows be added on east and west sides, window schedule and design to be submitted to the Town Planner when available and the final elevations provided to the HDRB when available. The HDRB reserved the right to make suggestions once final elevations were received. The motion was unanimously approved.**

#### **OLD BUSINESS:**

Joe Fehrer stated that an election for Chair and Vice Chair was to be held every February, but since there were Board members absent from the February meeting, it was agreed that the election would be postponed until the March meeting when all the members could be present.

**Motion made by David Gay, seconded by John Caton, to elect Joe Fehrer as Chairman of the Historic District Review Board. The motion was unanimously approved.**

**Motion made by Sandra Salopek, seconded by David Gay, to elect John Caton as Vice Chairman of the Historic District Review Board. The motion was unanimously approved.**

Joe Fehrer stated that a few procedural changes were proposed at the February meeting and stated that March 24, 2015 was a tentative date for the Board to meet to review and discuss procedural changes, new construction guidelines within the historic district, rate schedule for historic applications, revisit the Sears kit homes discussion and discuss paint colors.

Terry Strub commented on the homeowner brochures which had been updated several months ago and recommended they be taken to the real estate offices for the realtors to distribute to prospective home buyers.

Larry DiRe pointed out that another item for discussion at the next meeting was whether prospective owners could approach the Board with questions.

David Gay commented that if applicants had provided the architectural drawings when they met with the Board, decisions could be made but, tonight both applications seemed to be works in progress.

**ANNOUNCEMENTS:**

There were no announcements.

**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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Chairman Joe Fehrer

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Asst. Town Clerk