



HISTORIC DISTRICT REVIEW BOARD

Regular Meeting
Cape Charles Civic Center
June 16, 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, David Gay, Sandra Salopek and Terry Strub. John Caton was not in attendance. Also in attendance were Town Planner Larry DiRe and Assistant Town Clerk Amanda Hurley. The applicant and contractor for 600 Pine Street were also in attendance. There was one member of the public 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 May 19, 2015 Regular Meeting.

Motion made by Sandra Salopek, seconded by David Gay, to accept the minutes of the May 19, 2015 Regular Meeting as presented. The motion was unanimously approved.

NEW BUSINESS:

A. 600 Pine Street – Residential Elevator

Property owner Mr. Steven Lang and the contractor of J. Street Construction explained that an elevator was proposed to be constructed on the rear of the home. The shaft would match the home's existing hardiplank siding, would have a row of block around the bottom and would have an A roof. The elevator doors would open into the house on the garage floor (ground floor), first floor and second floor.

Motion made by David Gay, seconded by Terry Strub, to approve the application for 600 Pine Street as proposed. The motion was unanimously approved.

B. Historic Homes Tour – proposed September 26, 2015

The HDRB had expressed interest in promoting a tour of various homes in the historic district, especially the Sears kit homes. Staff had contacted other Town departments and the Cape Charles Museum regarding the proposed tour date of September 26, 2015. It did not conflict with any other events.

Terry Strub questioned the organization of the event, specifically ticket sales and advertising.

Larry DiRe stated that he hoped the Cape Charles Museum would partner with the HDRB and went on to state that there was a new town map available and the home tour could potentially be included on that.

The HDRB was in agreement that the date of September 26, 2015 was appropriate for the historic homes tour.

OLD BUSINESS:

A. Satellite Dish Ordinance – Mr. David Lettkeman presentation

Larry DiRe stated that Mr. David Lettkeman was available via Skype. The Civic Center was currently unable to accommodate the Skype feature, so the HDRB moved the meeting to the Town Hall.

At the May 19, 2015 HDRB meeting, the Board tasked staff with contacting a professional involved with satellite dish/antennae installation to speak to the Board regarding location and installation as it pertained to device placement on facades in the Historic District.

Mr. David Lettkeman was the Governmental Association Liaison for Dish Network. Mr. Lettkeman gave a brief overview of Over-the-Air Reception Devices (OTARD) rule of the U.S. Federal Communications Commission (FCC).

David Gay stated that he had heard from some installers that they couldn't put a satellite dish on the roof of a house because they didn't have tall enough ladders. David Gay went on to state that many homes had satellite dishes installed on the front porch roof which created a problem with the historic integrity and asked if this was something the Board could restrict. Mr. Lettkeman stated that the company had access to 40' ladders and competitors probably had something similar, but stated that roof penetration was discouraged due to possible damages but typically, dishes were installed on porch roofs because they were not over a direct living area.

Joe Fehrer stated that it was not the Board's intent to restrict satellite dishes, but to maintain the historic integrity and aesthetic value of properties. Mr. Lettkeman stated that the FCC precluded the charge of any fees such as permits due to the unreasonable delay clause but, it was the Board's right to restrict placement provided a line of sight could be obtained and to require a customer to notify the Town of their intent to install a dish.

David Gay questioned alternative options of placement. Mr. Lettkeman stated that a metal pole could be supplied and put in the ground as an alternative placement of the satellite dish, although this was discouraged due to possible damage to underground utilities. Poles were limited to 8' in height; 5' above ground and 3' below.

David Gay questioned non-working dishes which were left on structures. Mr. Lettkeman stated that once a dish was installed on a structure, it became part of the property, but the Board had the recourse to address the property owner regarding the removal of the satellite dish.

Mr. Lettkeman commented on the draft Zoning Ordinance Section 4.9 stating that the antenna safety hazard text needed more depth and needed to be clearly defined. He also noted that the location of the dish needed to be more clearly defined with the HDRB's preference of dish location, i.e. rear roofline of structure and backyard. Mr. Lettkeman expressed the importance of communication and education to residents. Terry Strub suggested including a notice in the utility bills.

There was much discussion regarding the satellite dish presentation.

B. Foundation Elevation Section Draft

At the May 19, 2015 meeting, the HDRB expressed interest in including language in the Foundation section addressing elevating structure and how the newly elevated foundation should appear. The goal of this section was to ensure that materials and appearance were compatible with the original foundation, or if not then compatible with the foundations of surrounding historic buildings. Staff compiled the following draft language: "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.”

Motion made by David Gay, seconded by Sandra Salopek, to approve the draft foundation elevation section in the Historic District Guidelines as presented and included as item number 1 and renumbering the existing items as numbers 2, 3 and 4. The motion was unanimously approved.

C. Guidelines Update

The next section of the on-going review of the current Historic District Guidelines was the roof section.

The Board tasked staff with adding language to item number 6 regarding solar panels to be reviewed at the next HDRB meeting.

D. Application Form Revision

The HDRB application had been revised for the Board’s approval which included a checklist section and fee schedule reflecting increases which would be approved by the Town Council as part of the fiscal year 2016 budget process.

David Gay suggested adding language regarding delinquent utility bills in the certification statement regarding delinquent real estate taxes.

Motion made by Terry Strub, seconded by David Gay, to approve the revised Historic District Review Board application as presented. The motion was unanimously approved.

ANNOUNCEMENTS:

Joe Fehrer thanked Larry DiRe and Amanda Hurley for their efforts in preparing the HDRB application and checklist and the guidelines updates.

Larry DiRe reported that a French door had been installed on the second floor porch of 234 Tazewell Avenue. The HDRB had previously approved the application for a single door to match the first floor door. The contractor and property owner had both been mailed zoning violation letters. The Board would most likely be reviewing 234 Tazewell Avenue at the July HDRB meeting.

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

Chairman Joe Fehrer

Asst. Town Clerk