



HISTORIC DISTRICT REVIEW BOARD

Work Session

Cape Charles Civic Center

September 1, 2020

3:30 p.m.

At 3:30 p.m., Vice-Chairman Edward Wells, having established a quorum, called to order the Work Session of the Historic District Review Board (HDRB). In addition to Edward Wells, present was Michael Strub. Kerry Shackelford arrived after roll call. Herb Thom was not in attendance. There was one vacancy on the board. Also, in attendance were Town Planner Allyson Finchum, Deputy Clerk Tracy Outten, and the applicants. There were two members of the public in attendance.

ORDER OF BUSINESS:

- A. *Pre-Application for a Certificate of Appropriateness at 227 Madison Avenue – to construct a new single-family detached home.*

Bill Doughty, contractor, and Jeffrey Schroeder, owner, described the proposed new home.

Questions and discussion were as follows: (i) Michael Strub asked Bill Doughty if the same materials were used on homes he had previously built; no; (ii) Edward Wells said the board was facing another vinyl siding issue. There was much discussion on vinyl siding not being allowed per the Cape Charles Historic District Guidelines (CCHDG) page 57. Edward Wells asked if the applicant would consider using a hardie board siding. After conversing with the applicant, Bill Doughty answered no, that would put a strain on their budget. Discussion ensued on the cost difference. Bill Doughty disagreed with the board stating that vinyl siding was approved just last month for a new home. Allyson Finchum added that the CCHDG were clear on vinyl siding not being an approved material. Kerry Shackelford stated that at some point the board needed to start following the guidelines. Edward Wells informed the contractor and applicant that hardie siding was not the only approved siding material. Jeffrey Schroeder did not understand what the issue was since vinyl siding has been approved in the past; (iii) Kerry Shackelford said the board's intent was to review the material and point the applicant in the right direction and stressed that the applicant needed to look through the guidelines. Jeffrey Schroeder understood the board's intentions but wanted to express his viewpoint. Michael Strub said the CCHDG were not law. Kerry Shackelford understood but reiterated the guidelines were the only information the board had to use; and (iv) Kerry Shackelford said that the appearance of the back porch needed to be the same as the front porch. Bill Doughty informed him that the back porch was not visible, but the deck was. Kerry Shackelford asked if deck material was an approved composite material; yes.

- B. *Pre-Application for a modification to a Certificate of Appropriateness at 517 Madison Avenue – to replace windows on a single-family detached dwelling.*

Andrew McCoy, applicant, explained that a Certificate of Appropriateness was approved with one of the conditions being that the existing wood windows were to be maintained, but he would like to replace the original single pane wood windows with new double pane wood windows because they would be more energy efficient. He provided window specifications and an energy study for the proposed double pane windows.

Questions and discussion were as follows: (i) Edward Wells asked if an energy study was available for the existing windows; no; (ii) Andrew McCoy wanted the board to approved the modification based on the fact that the new windows would be more energy efficient. Kerry Shackelford said the original windows could be repaired. Andrew McCoy said that the windows did not meet code. Kerry Shackelford informed him that there was a historic exemption for homes that were in a historic district and reiterated that the original windows were not beyond repair. Andrew McCoy understood that but as a builder did not want to put in windows that were not good quality. Kerry Shackelford

referenced page 19 in the CCHDG, and Edward Wells added page 39; and (iii) Kerry Shackelford said the kitchen window could be administratively approved.

This application would not be heard again by the HDRB due to fact that the modified application for the windows was the same as the original application and did not include any new information.

Andrew McCoy thought that the HDRB was creating a hardship for the town.

C. *Pre-Application for a Certificate of Appropriateness at 504 Madison Avenue – to renovate and construct a rear two-story addition on a single-family detached dwelling.*

Andrew McCoy, applicant, described the proposed work to be done.

Questions and discussion were as follows: (i) Kerry Shackelford asked if the same siding would be used for additions; yes; (ii) There was much discussion about the roof line. Kerry Shackelford would look through the guidelines about roof line changes; (iii) Kerry Shackelford offered to do a site visit and look at the window on the Plum Street side; (iv) Kerry Shackelford said it looks like the porch would not be screened in; (v) Kerry Shackelford read the application in regards to the window jams, trim and sill being kept; (vi) Edward Wells asked the dimensions of the second-story rear addition; 12'x20"; and (vii) Kerry Shackelford asked if the existing foundation would be retained; yes.

D. *Pre-Application for a Certificate of Appropriateness at 333 Madison Avenue – to install a fence.*

Edmund Sabo, applicant, explained the fence to be put on the property.

Questions and discussion were as follows: (i) Kerry Shackelford asked the height of the fence; 48"; and (ii) Michael Strub wanted to make sure the information included in the application packet was exactly what would be installed. Edmund Sabo said yes, but the pressure treated wood could not be painted until it had dried.

OTHER BUSINESS:

- Allyson Finchum informed the board that future work sessions would include guideline updates.
- The HDRB Regular Meeting would be on Tuesday, September 22, 2020.

Motion made by Michael Strub, seconded by Edward Wells, to adjourn the September 1, 2020 Historic District Review Board Work Session at 5:30 p.m. The motion was unanimously approved.

Vice-Chairman Edward Wells

Planning Technician