

# **Historic District Review Board**

## **Regular Meeting & Work Session Agenda**

**Cape Charles Civic Center**

**October 20, 2020 6:00 P.M.**

1. Call to Order; Roll Call
  - A. Roll call and establish a quorum
2. Invocation and Pledge of Allegiance
3. Public Comment
4. Consent Agenda
  - A. Approval of agenda format
  - B. Minutes
5. Unfinished Business
6. New Business
  - A. Pre-Application for a Certificate of Appropriateness to construct an accessory structure and to install a fence at 301 Madison Avenue – tax map #83A1-1-195.
  - B. Pre-Application for a Certificate of Appropriateness to renovate the exterior gables on a duplex at 549/551 Monroe Avenue – tax map #83A3-1-255.
  - C. Certificate of Appropriateness to construct a two-story garage at 10 Randolph Avenue – tax map #83A3-2-2-78.
7. Other Business
  - A. Historic Preservation Plan
8. Announcements
9. Close Regular Meeting and move to Work Session
10. Order of Business
  - A. Cape Charles Historic District Guidelines update
11. Adjourn



## **DRAFT HISTORIC DISTRICT REVIEW BOARD**

**Regular Meeting  
Cape Charles Civic Center  
August 18, 2020  
6:00 p.m.**

At 6:00 p.m., Chairman Kerry Shackelford, having established a quorum, called to order the Regular Meeting of the Historic District Review Board (HDRB). In addition to Kerry Shackelford, present were Herb Thom and Edward Wells. Michael Strub 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.

Kerry Shackelford started the HDRB Regular meeting with a moment of silence and the recitation of the Pledge of Allegiance.

### **PUBLIC COMMENT:**

There were no public comments to be heard nor any written comments submitted prior to the meeting.

### **CONSENT AGENDA:**

**Motion made by Michael Strub, seconded by Herb Thom, to accept the agenda as presented. The motion was approved by unanimous vote.**

**Motion made by Edward Wells, seconded by Herb Thom, to accept the minutes from the Historic District Review Board July 21, 2020 Special Meeting as presented. The motion was approved by unanimous vote.**

### **UNFINISHED BUSINESS:**

A. *Application for a Certificate of Appropriateness at 324 Jefferson Avenue – to renovate the exterior on a single-family detached dwelling.*

Tracy and Jay Meadows, applicants, did not have any additional information to add to the submitted application. Kerry Shackelford asked about the back porch. Allyson Finchum said an email from the applicants was included in the agenda packet stating that the rear porch was removed from consideration.

Discussion was as follows: (i) Kerry Shackelford asked if the applicants had looked at dormers around this town; yes; (ii) Edward Wells wanted to know if the windows had been finalized. Jay Meadows answered yes, the information was included with the application. Kerry Shackelford added that only standard information was included not the exact model. Jay Meadows explained that the trim and casings would stay the same; (iii) Herb Thom asked if the dormer had been changed since the previous meeting. Kerry Shackelford answered that it was a standard gable dormer; (iv) Edward Wells wanted to know if the front porch would stay the same and if all windows were being taken out. Jay Meadows said they were making it an open porch; (v) Kerry Shackelford said the submitted drawings showed a hip roof so that was what would be approved, and any changes needed to come back to the board; (vi) Edward Wells asked if a permit to remove the chimney was issued; yes. and (vii) Edward Wells asked if vinyl was being replaced. Jay Meadows answered yes, unless it was not allowed then it would stay the same. Kerry Shackelford added that if the vinyl was removed, the original siding should be restored if possible. Tracy Meadows said the original siding may have fire damage. There was much discussion about allowing vinyl to be removed and setting a precedence. Kerry Shackelford informed the applicants that a hardie siding product could be use. Jay Meadows stated they wanted something low maintenance and that siding product needed to be painted every year. Edward Wells informed the applicants that his house had hardie siding and he had not painted it

and added that it comes with a warranty.

**Motion made by Kerry Shackelford, seconded by Michael Strub, to approve the application for the Certificate of Appropriateness at 324 Jefferson Avenue to renovate the exterior on the single-family dwelling with the following conditions: (i) pictures and an evaluation needed to be provided to the board to determine the condition of the original siding; and (ii) the dormer siding needed to be changed. The motion was approved by unanimous vote.**

Alyson Finchum asked for clarification on the approved windows. Jay Meadows answered 3/1 with simulated divided lites.

#### **NEW BUSINESS:**

A. *Application for a Certificate of Appropriateness at 106 Bay Avenue – to remove existing vinyl siding and replace with alternative siding on a single-family detached home.*

Howard Thibodeau, applicant, gave an overview of the proposed work to be done and showed a sample of the siding to be used if approved. He added that the proposed siding was acceptable in historic Williamsburg and Charleston.

Much discussion ensued on preserving the original siding.

**Motion made by Herb Thom, seconded by Edward Wells, to defer the application for the Certificate of Appropriateness at 106 Bay Avenue to remove the existing vinyl siding and replace with alternative siding on the single-family dwelling until the condition of the original siding was discovered. The motion was approved by unanimous vote.**

B. *Application for a Certificate of Appropriateness at lot 27 on Tazwell Avenue (tax map #83A4-1-27) – to construct a new single-family detached dwelling.*

Bill Doughty, contractor, described the proposed new home. He showed samples of the proposed cedar shake siding.

Discussion was as follows: (i) Kerry Shackelford informed him that the board was asking applicants to put a thicker nosing on windowsills; and (ii) Herb Thom asked if the back porch was visible to determine the screen placement. Kerry Shackelford said it would not be visible.

**Motion made by Michael Strub, seconded by Edward Wells, to approve the application for the Certificate of Appropriateness for lot 27 on Tazewell Avenue to construct a new single-family dwelling as presented. The motion was approved by majority vote with Herb Thom opposing and Kerry Shackelford abstaining.**

#### **OTHER BUSINESS:**

- Allyson Finchum suggested having pre-application meetings before the regular meeting. She also suggested the board meet twice a month rather than once a month so questions could get answered.
- Kerry Shackelford would like to schedule work sessions to continue updating the guidelines.

#### **ANNOUNCEMENTS:**

- Allyson Finchum informed the HDRB that Tracy Outten was now the Planning Technician.

**Motion made by Herb Thom, seconded by Michael Strub, to adjourn the August 18, 2020 Historic District Review Board Regular Meeting at 7:31 p.m. The motion was unanimously approved.**

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Chairman Kerry Shackelford

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Deputy Clerk

DRAFT





**DRAFT**  
**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.**

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Chairman Kerry Shackelford

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Planning Technician



**DRAFT**  
**HISTORIC DISTRICT REVIEW BOARD**  
**Regular Meeting**  
**Cape Charles Civic Center**  
**September 22, 2020**  
**6:00 p.m.**

At 6:00 p.m., Chairman Kerry Shackelford, having established a quorum, called to order the Regular Meeting of the Historic District Review Board (HDRB). In addition to Kerry Shackelford, present were Michael Strub, Herb Thom, and Edward Wells. There was one vacancy on the board. Also, in attendance were Town Planner Allyson Finchum, Planning Technician Tracy Outten, and the applicants. There were three members of the public in attendance.

Kerry Shackelford started the HDRB Regular meeting with a moment of silence and the recitation of the Pledge of Allegiance.

**PUBLIC COMMENT:**

There were no public comments to be heard nor any written comments submitted prior to the meeting.

**CONSENT AGENDA:**

**Motion made by Herb Thom, seconded by Edward Wells, to accept the agenda as presented. The motion was approved by unanimous vote.**

**UNFINISHED BUSINESS:**

There was no unfinished business.

**NEW BUSINESS:**

- A. *Application for a Certificate of Appropriateness at 333 Madison Avenue – to install a fence.*  
Edmund Sabo, applicant, described the proposed fence to be installed.

Questions and discussion were as follows: (i) Edward Wells was concerned about the fence facing the front of the property. Michael Strub said that it was inline and common within the area. Kerry Shackelford interpreted that the Cape Charles Historic District Guidelines (CCHDG) did not allow fences in front of the home. He added that the CCHDG did not give the board much guidance. Allyson Finchum informed the board that an excerpt from the zoning ordinance and the CCHDG page 21 were included as attachments to the staff report; (ii) Edward Wells said the landscaping would look nice; and (iii) Kerry Shackelford said the materials were appropriate.

**Motion made by Michael Strub, seconded by Herb Thom, to approve the application for the Certificate of Appropriateness at 333 Madison Avenue to install a fence as presented. The motion was approved by unanimous vote.**

- B. *Application for a Certificate of Appropriateness at lot 227 on Madison Avenue – to construct a new single-family detached dwelling.*  
Jeffrey and Linda Schroeder, applicants, informed the board of the following amendments to the application: (i) 7" hardie plank siding was now proposed; (ii) the porch roof would be bead board; and (iii) the rear porch screening would be on the inside.

**Motion made by Edward Wells, seconded by Michael Strub, to approve the application for the Certificate of Appropriateness at 227 Madison Avenue to construct a new single-family dwelling with the following amendments: (i) hardie plank siding with a 7" exposure be used; and (ii) the**

**front and back porches would have a bead board ceiling, the screens would be on the inside of the railings, and the railings would be alike.. The motion was approved by unanimous vote.**

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

Andrew McCoy, applicant, described the proposed renovation and rear addition.

Discussion was as follows: (i) Kerry Shackelford informed him that more information and details were needed for the doors, porches, windows, foundation, and roof line; and (ii) Edward Wells said there needed to be a differentiation between the addition and existing.

**Motion made by Michael Strub, seconded by Herb Thom, to defer the application for the Certificate of Appropriateness at 504 Jefferson Avenue to renovate and construct a rear two-story addition on the single-family dwelling until the October Historic District Review Board Meeting. The motion was approved by unanimous vote.**

**OTHER BUSINESS:**

- Allyson Finchum discussed which administrative approvals could be granted in the historic district. The board wanted to review all accessory structures, fences, and roofs if a different material was proposed. Allyson Finchum suggested that the zoning ordinance be amended to fix some issues.
- Kerry Shackelford would like the board to review Paul Grossman's Guiding Principles. (Please see attached.)

**ANNOUNCEMENTS:**

There were no announcements.

**Motion made by Herb Thom, seconded by Edward Wells, to adjourn the September 22, 2020 Historic District Review Board Regular Meeting at 7:37 p.m. The motion was unanimously approved.**

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Chairman Kerry Shackelford

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Planning Technician



## PRE-APPLICATION INFORMATION FORM

Town of Cape Charles  
2 Plum Street  
Cape Charles, VA 23310  
757-331-2036 Fax: 757-331-4820  
[planner@capecharles.org](mailto:planner@capecharles.org)

### APPLICANT INFORMATION

Name: FRANK + ANDREA GIARDINA

Mailing Address: 301 MADISON AVE., CAPE CHARLES, VA 23310

Phone Number: 484-919-5518 Email: FVGIARDINA@AOL.COM

### PROJECT SUMMARY

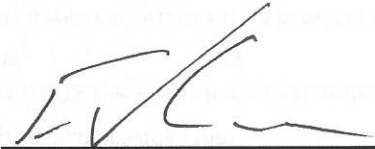
Address of Project: 301 MADISON AVE., CAPE CHARLES, VA 23310

Application Type (rezoning, variance, etc.): ACCESSORY STRUCTURE AND FENCE

Total Acreage of Project: N/A

Detailed Description (Include proposed use(s) and square footage of floor area for each use):

- ① PROPOSED ONE-STORY ACCESSORY STRUCTURE OF 252 SQUARE FEET TO BE USED AS A GARAGE/SHED FOR STORAGE ONLY.
- ② FENCE ALONG THE FRONTAGE OF PROPERTY ALONG MADISON AVE.  
\* SEE ATTACHED SUPPORTING DOCUMENTATION AND COVER NOTE.

Signature of Applicant: 

Date: 10/6/2020

For Internal Use Only:

Pre-Application Meeting Date: \_\_\_\_\_

Staff Printed Name: \_\_\_\_\_ Signed: \_\_\_\_\_

HDRB Rep Printed Name: \_\_\_\_\_ Signed: \_\_\_\_\_

***Frank and Andrea Giardina  
301 Madison Avenue  
Cape Charles, VA 23310***

October 7, 2020 via email

To: Cape Charles Planning & Zoning Dept.

Re: Pre-Application Information Form attached

**Overall concept of project:**

- 1) To place a one-story accessory structure of 252 square feet on the back of the property to be used as a garage/shed for storage only. The dimensions of the one-story accessory structure will be 14' wide X 18' long and placed 15' from the existing home with a 2' setback along the rear yard lot line and 10' setback along the side yard lot line. The front of the one-story accessory structure will be 37' to the street. We have attached a copy Pre-Application meeting minutes from 3/9/20 and 4/7/20 where we had reviewed several items, one of which had referenced the zoning requirements for a One-Story Accessory Structure that is less than 256 square feet that noted that this would not need to go through the Historic District Review Board and simply require the Application for Zoning Clearance to show where the accessory structure would be placed on the property. We have included a copy of a Application for Zoning Clearance form which we submitted on 9/10/20 which included all of the details for the accessory structure along with the plat plan showing the total square footage calculations (which show we can have up to 268 SF for a structure), an illustration of where the accessory structure would be placed and a rendering of what the one story accessory structure would look like. The response to our Application for Zoning Clearance form was this would be required to be submitted to the HDRB on a Pre-Application Information Form. We are asking the HDRB to review this request and let us know what more is required for us to have this 252 square foot one-story accessory structure built. All of the attachments should show the necessary details for this structure. We have met all of the various zoning requirements including setbacks and heights for this size accessory structure.
- 2) To install a black metal fence on the front of the property along Madison Ave. This fence will be inside of the lot lines as drawn on the attached plat plan. We have also attached an image and description of the fence style and material. We did submit this on an Application for Zoning Clearance form on 8/17/20, but were instructed to submit again to the HDRB on a Pre-Application Information Form.

Giardina  
301 Madison Ave.  
Cape Charles, VA 23310

252 SF One-Story Accessory Structure garage/shed for storage only.  
Description of materials to be used.

“Gable” style garage  
18' wide x 14' deep  
94" tall walls  
“SmartSide” primed wood siding (not painted)

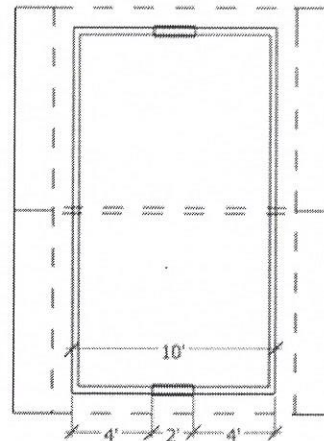
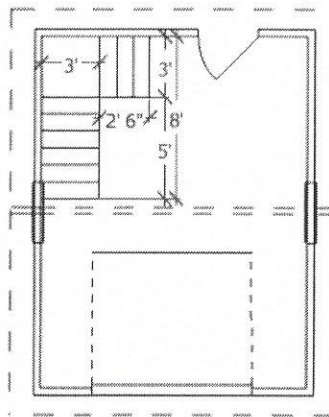
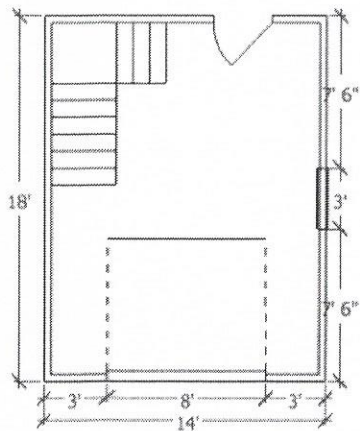
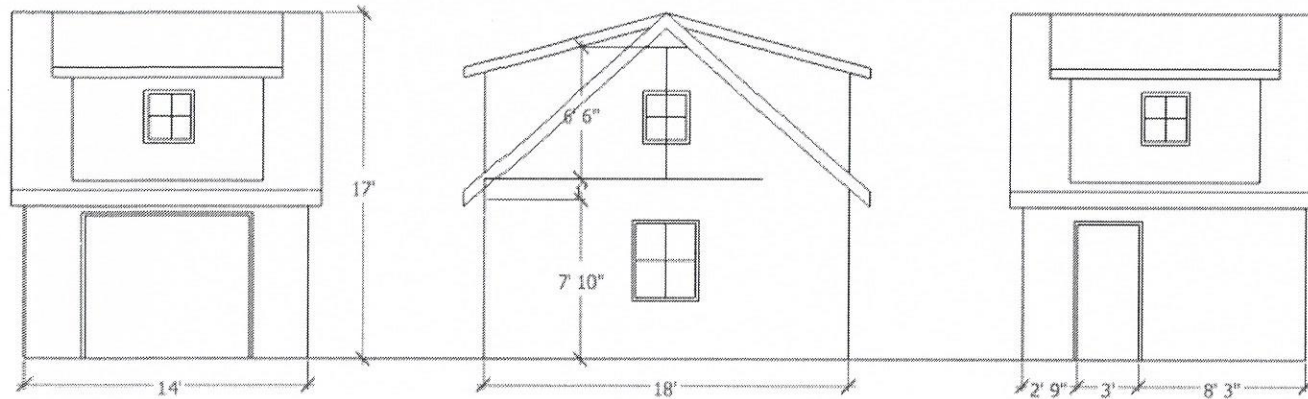
To be built on existing slab

Construction to include:

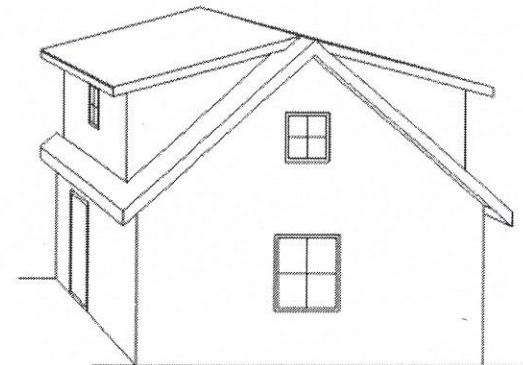
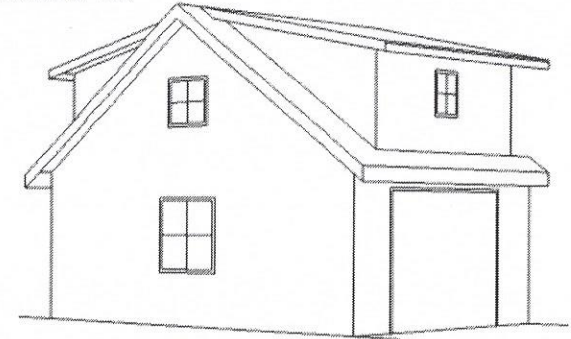
- 2x4 Wall studs, 16”oc
- Rafters, 24”oc
- 7/16" OSB roof sheathing
- Felt paper
- Architectural shingles (to match house - Certaineed Landmark Architectural shingle - color is "Colonial Slate".)
- Soffit vents under the eaves and a Ridge vent at the peak
- 36” House door
- Garage door, 8’ wide x 7’ tall, White non-insulated, with windows
- 12/12 Roof pitch
- (5) Sash windows, 28” wide x 38” tall - (4 on all sides of attic level and one on the same side as entry door)
- Full loft
- “L” Shaped stairs - internal to attic area
- (2) 12’ Dormers with windows
- Soffit vents under the eaves and a ridge vent at the peak.



GIARDINA  
301 MADISON AVE.  
CAPE CHARLES, VA 23310



Construction Includes but not limited to:  
\*measurements/placements of doors &  
windows are approximate\*  
-2x4 Framed Walls  
-Concrete Slab with Footers  
-2x10 Floor Joists 16" O.C.





# GARAGE PLACEMENT

## SURVEYORS CERTIFICATION

I, CRAIG P. CROCKETT, 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.

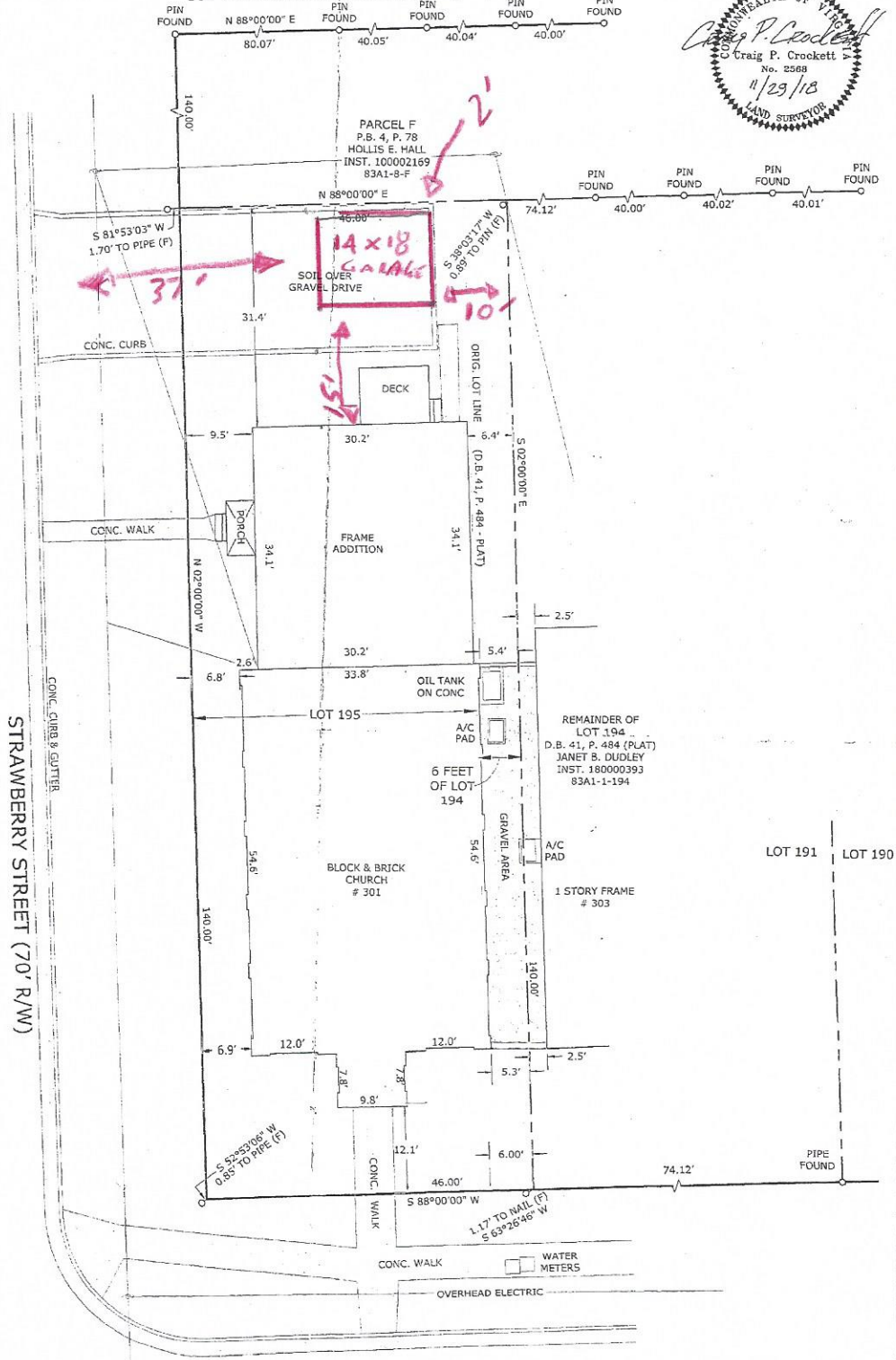
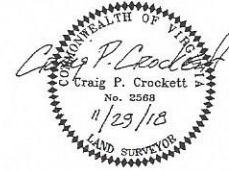
## GENERAL NOTES:

- OWNERS: SONYA F. HALL, DEBORAH S. HALL, & WAYNE A. HALL
- SOURCE OF TITLE: INST. 1800003670
- TAX PARCEL: 83A1-1-195
- A SURVEY WAS PERFORMED ON THIS PROPERTY IN OCTOBER 2017 WITH A BOUNDARY CLOSURE WHOSE PRECISION EXCEEDS 1:10,000.
- 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.
- ACCORDING TO THE FEDERAL EMERGENCY MANAGEMENT AGENCY (F.E.M.A.) FLOOD INSURANCE RATE MAP COMMUNITY PANEL NO. 51131C295F, DATED 03-02-15, THE PROPERTY SHOWN HEREON LIES IN FLOOD ZONE X.
- PLAT REFERENCES:  
D.B. 41, P. 484 (PLAT)  
P.B. 4, P. 78
- AREA: 6,440 SQ. FT. (0.148 AC.)

## APPROVED

*Larry Dine* 11/28/18  
LARRY DINE  
DIRECTOR OF PLANNING  
CAPE CHARLES, VA.

## JEFFERSON AVENUE (70' R/W)

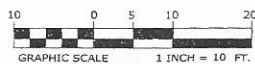


PHYSICAL SURVEY  
LOT 195  
& THE WESTERMOST 6' OF  
LOT 194

MAP OF THE TOWN OF  
CAPE CHARLES

CAPEVILLE DISTRICT  
NORTHAMPTON COUNTY, VIRGINIA

SCALE: 1" = 10' NOVEMBER 26, 2018



## MADISON AVENUE (70' R/W)

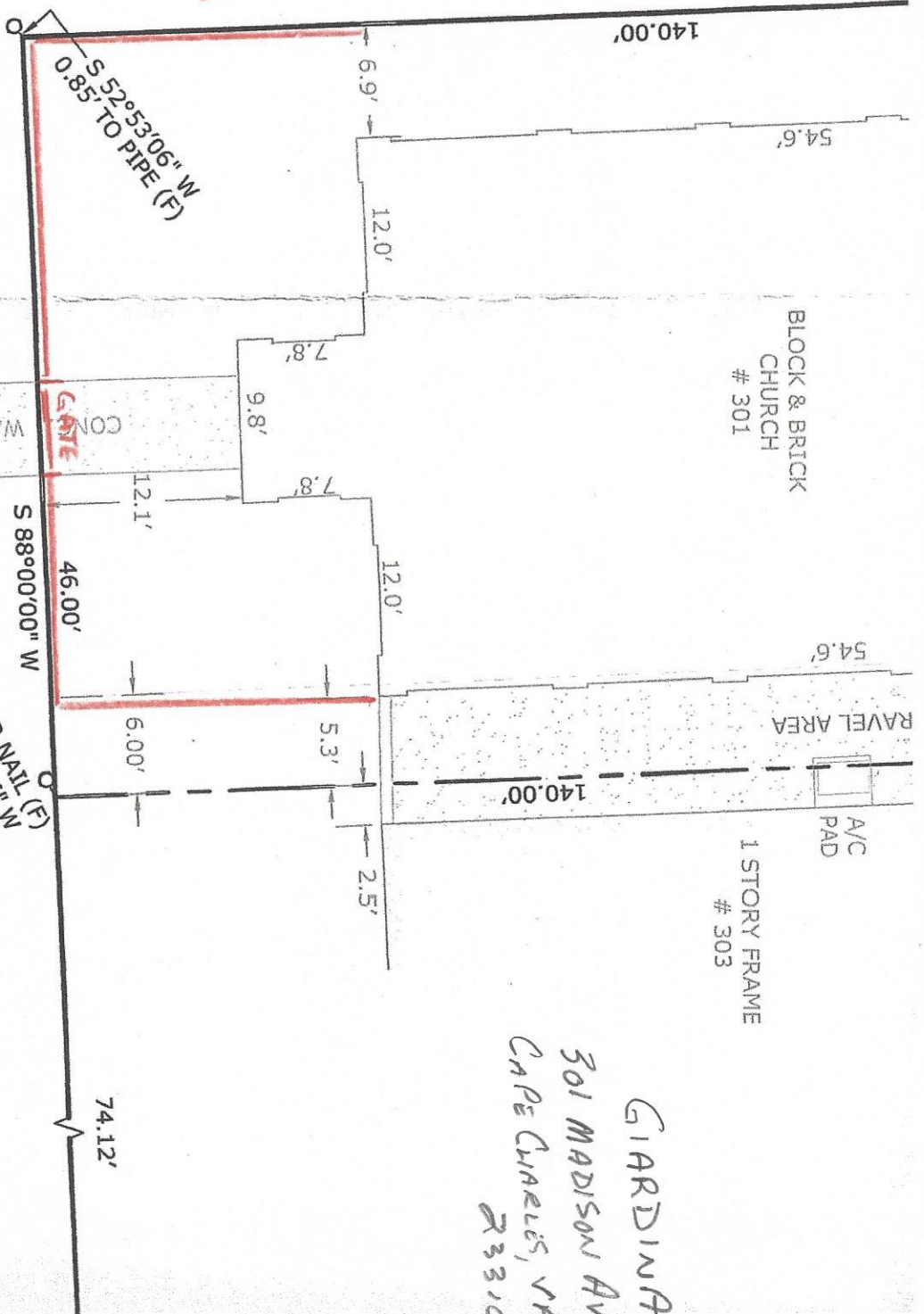


**POINT NORTH**  
POINT NORTH SURVEYING LLC  
P.O. Box 701, Onley, VA 23418  
(757) 709-3008  
pointnorthsurveying@gmail.com  
DRAWN BY: CROCKETT FIELD BOOK: 18, P. 6  
CHECKED BY: CROCKETT PLAT NO: 18010

RY STREET (70' R/W)

RED LINE IS WHERE

4' HIGH FENCE AND GATE WILL GO  
(SEE ATTACHED)



GARDIN  
301 MADISON AVE  
CAPE CHARLES, VA  
23310

MADISON AVENUE (70' R/W)

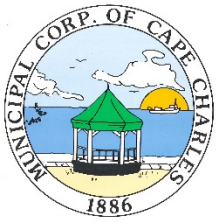
POINT

A  
2018

# Gilpin Oasis 4-ft H x 6-ft W Black Steel Flat-Top Decorative Fence Panel

- 48-in high x 72-in wide x 4-in spindle spacing Oasis fence, black
- Oasis fence 48-in installed height
- Steel fence with welded construction
- Assembled fence panel consists of top, middle and bottom crossrail, spindles and scrollwork
- 1-1/4-in wide crossrails, 1/2-in square tube spindles





*Municipal Corp. of*  
***Cape Charles***

## **Pre-Application Meeting Minutes**

**Project Address:** 301 Madison Avenue

**Project Description:** Addition of Accessory Structure to property

**Pre-Application Meeting Date:** 3/9/20

**Attendees:**

|    | <b>Name</b>    | <b>Title</b>                           | <b>Contact Information</b>                                                |
|----|----------------|----------------------------------------|---------------------------------------------------------------------------|
| 1. | Paul Grossman  | TownPlanner–<br>coordination role only | <a href="mailto:Grossman51@aol.com">Grossman51@aol.com</a> , 804-499-0118 |
| 2. | Jeb Brady      | Code Official                          | codeofficial@capecharles.org                                              |
| 3. | Frank Giardina | Applicant/Owner                        | <a href="mailto:fvgiardina@aol.com">fvgiardina@aol.com</a> , 484-919-5518 |
| 4. |                |                                        |                                                                           |

The applicant came into town offices to discuss his proposal for adding an accessory structure to his property at 301 Madison. The following requirements were reviewed with the applicant;

**Town of Cape Charles, ARTICLE II, General Provisions**

**Section 2.9 Definitions [revised 02-06-20]**

**ACCESSORY USE**, except as otherwise provided in the zoning district regulations, an accessory use is: 1. a use which is conducted on the same zoning lot as the principal use to which it is related, whether located within the same building or as an accessory structure, or as an accessory use of land, or which is conducted on a contiguous lot in the same ownership, and 2. clearly incidental to, and customarily found in connection with, such principal use, and 3. operated and maintained substantially for the benefit or convenience of the owners, occupants, employees, customers, or visitors of the zoning lot with the principal use.

**BUILDING, ACCESSORY** means a subordinate and separate building located upon the same lot occupied by the main structure or where a main structure was previously located. Accessory buildings shall not be used as dwelling units, unless a conditional use permit is issued for an accessory dwelling.

**ATTIC** shall be considered a part of a building that is immediately below and wholly or partly within the roof framing.

**STORY** is that portion of a building included between the surface of any floor and the surface of the floor above it, then the space between the floor and the ceiling above it, and including those basements used for principal use.

**STORY ABOVE GRADE** is any story having its finished floor surface entirely above grade plane, except that a basement shall be considered as a story above grade plan where the finished



surface of the floor above the basement is: 1. More than 6 feet above grade plane; or 2. More than 6 feet above the finished ground level for more than 50% of the total building perimeter; or 3. More than 12 feet above the finished ground level at any point.

### **Town of Cape Charles, ARTICLE III, District Regulations**

#### **Section 3.2, Single Family Residential District R-1**

##### **B. Permitted Uses.**

The following uses are permitted by right:

1. Single-family dwellings
2. Churches and places of worship
3. Parks and playgrounds

##### **4. Accessory buildings**

### **ARTICLE IV, General Regulations Applicable to All Districts**

#### **Section 4.2, Exceptions to the Regulations**

E. Accessory Buildings. The following restrictions shall apply to accessory buildings located in residential districts.

1. The accessory building shall not be located in a front or side yard.
2. The accessory building shall not be closer than five feet (5') to any alley line.
3. **The accessory building shall not be closer than two feet (2') to any side or rear lot line.**
4. The accessory building shall not be closer than fifteen feet (15') from the main building.
5. **A two-story building shall not be located any closer than five feet (5') to any lot line.**
6. The sum of the footprint square footage (SF) of all buildings on the lot shall be less than 50% of the total lot SF.
7. Where total lot frontage on one (1) or more lots owned by the same party is less than eighty feet (80'), the sum of the footprint of all accessory buildings shall be less than the footprint of the primary residence or 550 SF whichever is lesser.
8. Where total lot frontage of one (1) or more lots owned by the same party is greater than or equal to eighty feet (80'), the sum of the footprint of all accessory buildings shall be less than the footprint of the primary residence or 660 SF, whichever is lesser.
9. **Where the main structure possesses no more than one story above grade, no accessory structure shall be higher than the main structure.**
10. **Where the main structure possesses more than one story above grade, no accessory structure shall be higher than two-thirds the height of the main structure or twenty-four feet (24'), whichever is lesser.**
11. Temporary Family Health Care Structures are only allowed per § 15.2-2292.1 of the Code of Virginia.
12. The total footprint area of all accessory building lot coverage shall not exceed seven (7) percent and no one accessory building shall have an area greater than twelve-hundred (1,200) square feet in the Residential Estate District.
13. Non-conforming lots smaller than fifty-six hundred (5,600) square feet in the R-1 District the total footprint area of all accessory building lot coverage shall not exceed ten (10) percent.

#### **Exterior Materials**

Applicants are encouraged not to use T-111 as exterior covering as the historical nature of the town is horizontal siding.

## **Permitting**

2015 Virginia Construction Code

Chapter 1, Administration

Section 108, Application for Permit

Paragraph 108.2 **Exemptions form application for permit**

2. One-story detached structures used as tool and storage sheds, playhouses or similar uses, provided the building area does not exceed 256 sq ft and the structures are not classified as a Group F-1 or H occupancy.

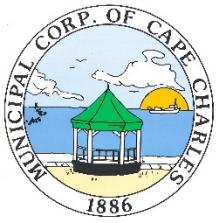
2 story would require permit.

Any covered deck would be considered edge of structure on residence. [Reference Article III, Section 3.2, Paragraph I, Development Standards, item 5 Porches: Porches on the side and rear of the house are also permitted. All porches must meet setback regulations.]

Zoning Clearance Form needed with plat showing dimensions and setbacks, along with drawing of structure.

Written: Paul Grossman

Reviewed and approved by Jeb Brady



*Municipal Corp. of  
Cape Charles*

## Pre-Application Meeting Minutes

**Project Address:** 301 Madison Avenue

**Project Description:** Renovations to building

**Pre-Application Meeting Date:** 4/7/20 Telephone Conference [and post meeting follow-up]

**Attendees:**

|    | Name           | Title                                  | Contact Information                                                            |
|----|----------------|----------------------------------------|--------------------------------------------------------------------------------|
| 1. | Paul Grossman  | TownPlanner–<br>coordination role only | <a href="mailto:Grossman51@aol.com">Grossman51@aol.com</a> , 804-499-0118      |
| 2. | Jeb Brady      | Code Official                          | <a href="mailto:codeofficial@capecharles.org">codeofficial@capecharles.org</a> |
| 3. | Frank Giardina | Applicant/Owner                        | <a href="mailto:fvgiardina@aol.com">fvgiardina@aol.com</a> , 484-919-5518      |
| 4. |                |                                        |                                                                                |

In review of the application submitted, a number of open items and questions needed to be resolved. A conference call was initiated and items discussed are presented below.

1. For the church windows: Applicants preference is to have both the tops and bottoms clear glass.
2. For the Side deck and back deck: Applicants intention is to run the boards perpendicular to the house. We prefer to use the type of wood that exists now on both decks which is premium wood deck boards
3. For the sliding door on the back of the house. **A spec sheet for the specific sliding door is needed to be provided at this time. Actual manufacturer selection is not required. [Applicant has provided spec details]**
4. Regarding the front door. **A spec sheet for the front sliding door is needed to be provided at this time. Actual manufacturer selection is not required.**
5. For the roof over the back deck.  
**A roof over the deck will convert this structure into a porch. A porch must meet all setback requirements. Variances will not be approved.**



A question was asked as to whether a pergola style shade structure be equivalent to a roof and whether this impacts the setback requirements. **A pergola (not defined in our ordinance) is typically a freestanding structure formed by two rows of vertical posts or columns to support an open framework of beams and cross rafters, and is not considered a roof.**

**An overview of all setbacks and other requirements associated with proposed changes in this application is provided as an attachment.**

6. Regarding the accessory building/garage. This would be under 256 Square Feet and not be required to go through the HDRB & this application. Am I correct on this? **You do not need to work with Jeb on the design. With a one story under 256 SF accessory structure, no building permit or design is required. However, a zoning clearance form will be needed to ensure setbacks are maintained.**

Written: Paul Grossman

Reviewed by Cela Burge

Reviewed and approved by Jeb Brady

### Attachment

#### A. Enlargement of Rear Deck

The deck is considered a structure.

#### Setbacks Requirements

Per ordinance Article III

b. Side yard. Each main structure shall have a minimum side yard setback of 5 feet.

c. Rear yard. Each main structure shall have a minimum rear yard setback of 25 feet.

d. Corner Lots. Each main structure shall have a minimum side street setback of 5 feet. In built up neighborhoods, the prevailing setback shall be the standard to which new housing must conform where possible.

Per Ordinance Article IV, Section 4.2 Exceptions to the Regulations

F. Projections Allowed in Required Setbacks. No building or structure, or addition thereto, shall extend into a required setback area or yard area, except chimneys, heating and cooling equipment, **structures less than sixteen (16) inches in height as measured from finished ground elevations**, and steps may extend into such setback or yard area other than front yard setback.

Using the applicant's measurement of 31' from rear property line to house, the existing rear deck (8' x 10' x 24") is considered non-conforming (extending 2' into the rear setback) but is acceptable if left as is. However, any changes to the design (e.g., enlargement) will be required to conform to current setback requirements. If the applicant desires to enlarge, for any portion that extends into the rear setback, the deck needs to drop below 16" in height.

## B. Side Porch on Strawberry Street

### Setbacks Requirements

Per ordinance Article III

5. Porches on the side and rear of the house are also permitted. All porches must meet setback regulations.

b. Side yard. Each main structure shall have a minimum side yard setback of 5 feet.

Per Ordinance Article IV, Section 4.2 Exceptions to the Regulations

F. Projections Allowed in Required Setbacks. No building or structure, or addition thereto, shall extend into a required setback area or yard area, except chimneys, heating and cooling equipment, structures less than sixteen (16) inches in height as measured from finished ground elevations, **and steps may extend into such setback** or yard area other than front yard setback

## C. Accessory Building (one story, < 256 SF)

### Setback and Other Requirements

Per ordinance Article IV

3. The accessory building shall not be closer than two feet (2') to any side or rear lot line.

4. The accessory building shall not be closer than fifteen feet (15') from the main building.

[BUILDING, MAIN means the principal structure or the principal building on a lot or the building or the principal building housing the principal use on a lot.]

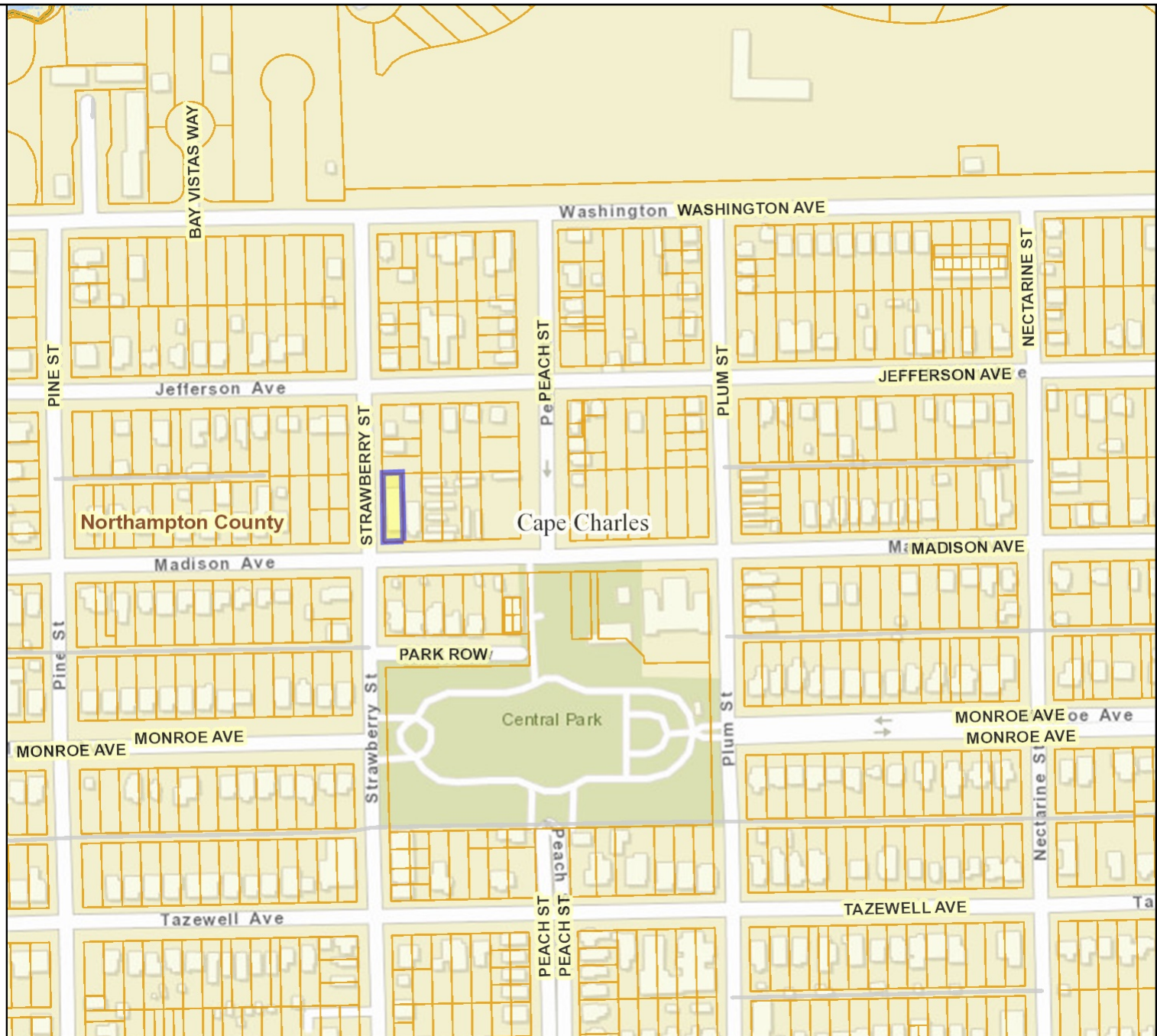
6. The sum of the footprint square footage (SF) of all buildings on the lot shall be less than 50% of the total lot SF.

7. Where total lot frontage on one (1) or more lots owned by the same party is less than eighty feet (80'), the sum of the footprint of all accessory buildings shall be less than the footprint of the primary residence or 550 SF whichever is lesser

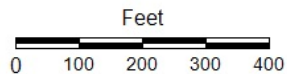
# Northampton County, Virginia

## Legend

- County Boundaries
- Town Names
- Route Numbers
- Road Labels
- Parcels
- Driveways



Map Printed from Northampton  
<http://northampton.mapsdirect.net/>



**Title: 301 Madison Avenue**

**Date: 10/8/2020**

*DISCLAIMER: This drawing is neither a legally recorded map nor a survey and is not intended to be used as such. The information displayed is a compilation of records, information, and data obtained from various sources, and Northampton County is not responsible for its accuracy or how current it may be.*





## CERTIFICATE OF APPROPRIATENESS APPLICATION

Town of Cape Charles  
2 Plum Street  
Cape Charles, VA 23310  
757-331-2036 Fax: 757-331-4820  
[planner@capecharles.org](mailto:planner@capecharles.org)

### PERMIT CHECKLIST - all documents can be emailed to the above email

- |                                                                                 |                                                                                                                                                                           |
|---------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> Completed application                       | <input checked="" type="checkbox"/> Photos/elevations of existing structure                                                                                               |
| <input checked="" type="checkbox"/> Letter of intent clearly explaining project | <input checked="" type="checkbox"/> Photos/elevations of proposed project                                                                                                 |
| <input type="checkbox"/> Existing site plan or survey                           | <input checked="" type="checkbox"/> Proposed materials/spec sheets, samples                                                                                               |
| <input type="checkbox"/> Proposed site plan or survey (if applicable)           | <input type="checkbox"/> Payment of fees (new construction >2,000 square feet \$500; new construction up to 2,000 square feet \$300; all other \$150; modification \$250) |

### PROPERTY INFORMATION

Name of Project: Gable siding replacement  
Property Address: 549/551 Monroe Avenue; Cape Charles, VA 23310  
Brief Description of Project: Replace missing/damaged vinyl 1/2 round w/cedar 1/2 round  
Zoning District: \_\_\_\_\_ Current Use: \_\_\_\_\_ Proposed Use: \_\_\_\_\_

### OWNER INFORMATION

Name and Company: Deborah Glover and Anne Vantine (co-owners)  
Mailing Address: 3405 Fort Lyon Drive; Woodbridge, VA 22192  
Phone Number: 703-565-7647 or 202-320-0949 Email: capecharleshouse@gmail.com

### APPLICANT INFORMATION

☐ check here if applicant is owner

Name: Deborah Glover and Anne Vantine (co-owners)  
Mailing Address: 3405 Fort Lyon Drive; Woodbridge, VA 22192  
Phone Number: 703-565-7647 or 202-320-0949 Email: capecharleshouse@gmail.com

\*\*\*\*\*202-320-0949 Anne\*\*\*\*\*

### 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.

Signature of Applicant: *Deborah Glover* agent/for Date: 10/08/2020  
*Contractor*

**Note: There is a required 30-day wait period between approval of a Certificate of Appropriateness and issuance of the permit for construction.**

**Town of Cape Charles Planning & Zoning Department**  
2 Plum St. • Cape Charles, VA 23310 • 757-331-2036 • [capecharles.org](http://capecharles.org)

**Letter of Intent for Exterior restoration of  
549/551 Monroe Avenue; Cape Charles, VA 23310**

Our goal is to complete the project that we had a permit for but for a variety of reasons took much longer than desired or anticipated to put new siding on the front of our duplex (with a goal to complete the remaining three sides as we are able financially). What is left to complete and is the reason for this letter is putting up wood cedar ½ round siding in the gables of the front and back of the house and above the four dormer windows on the roof. We had intended to put green Hardie board all of the way up to the top but was advised by our contractor that the town wanted us to put up ½ round siding in the gables because there were ½ rounds in the gables before. With that in mind, we were going to just repair the vinyl ½ rounds currently there but we could not get product that would match what had been used and it had been installed incorrectly so even if they found enough product, they would have to replace all of the vinyl. Not being a fan of vinyl, we instead opted for real cedar ½ round siding. Our contractor advised us that it didn't matter what the material used was so long as it is shaped as ½ rounds. It was more expensive and took us longer than planned to get the cedar product delivered to us, but we feel strongly that it is a more durable product, more historically accurate and definitely more aesthetically pleasing so were willing to wait for it and to spend more for it. When the cedar was finally delivered, our contractor could not get the labor needed to install it. In the meantime, even more of the gable siding has blown off and are damaged.

Now that the summer rental season has ended and we have a new contractor able and willing to begin the installation right away, we'd respectfully like to request that we be allowed to finish the project that was started as soon as possible so we don't risk further water damage to the house.

We are including pictures of the cedar ½ round planks and a picture of a similar house to show what we hope the finished product will look like.

Thank you so much for your time and efforts on our behalf.

Deborah Glover

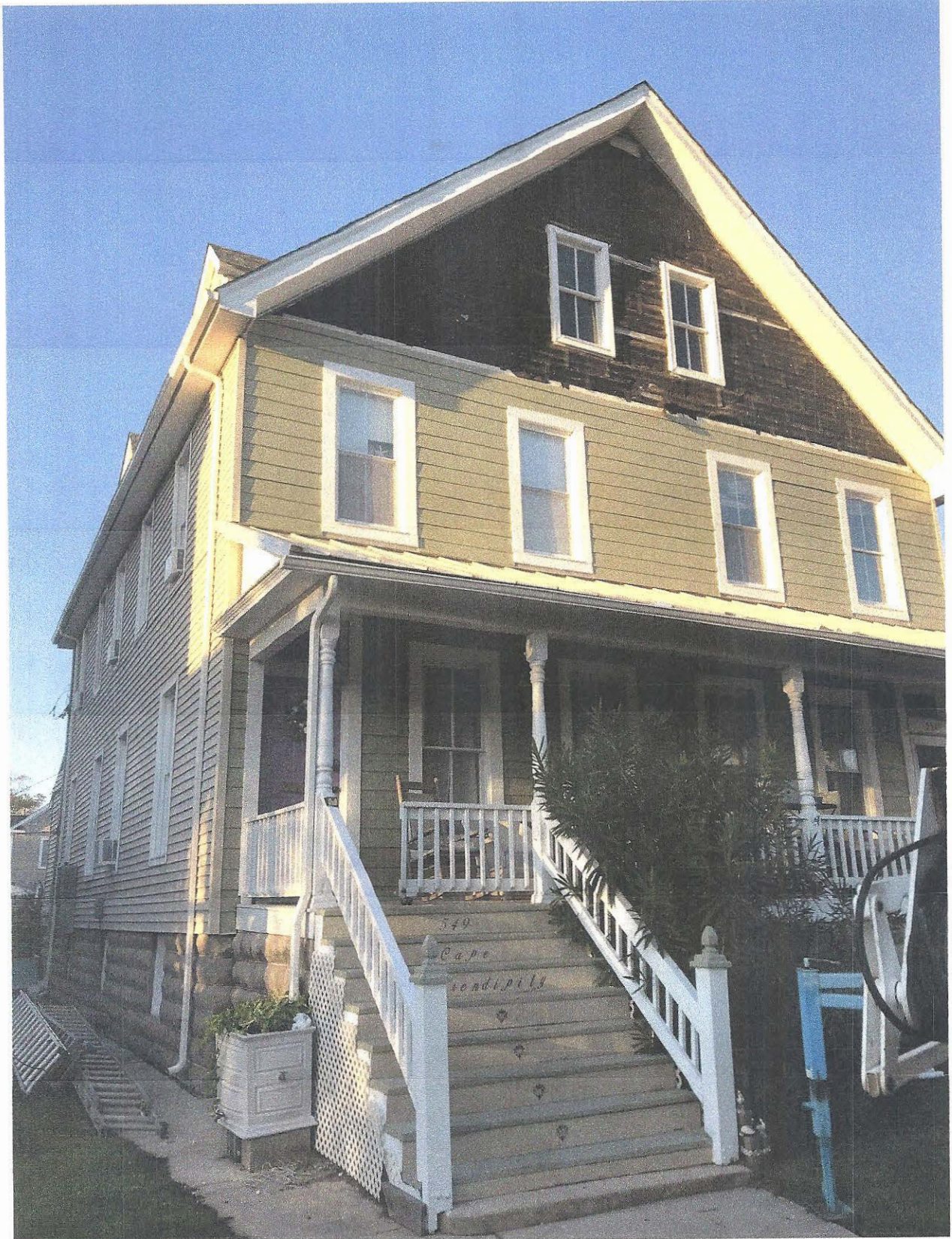
and

Anne Vantine

331- 3259 Jeb



View of the house showing a where the gables will be installed





A depiction of what we are hoping the cedar will look like on our duplex with the Hardie siding





Picture of the siding that we have on hand ready to install

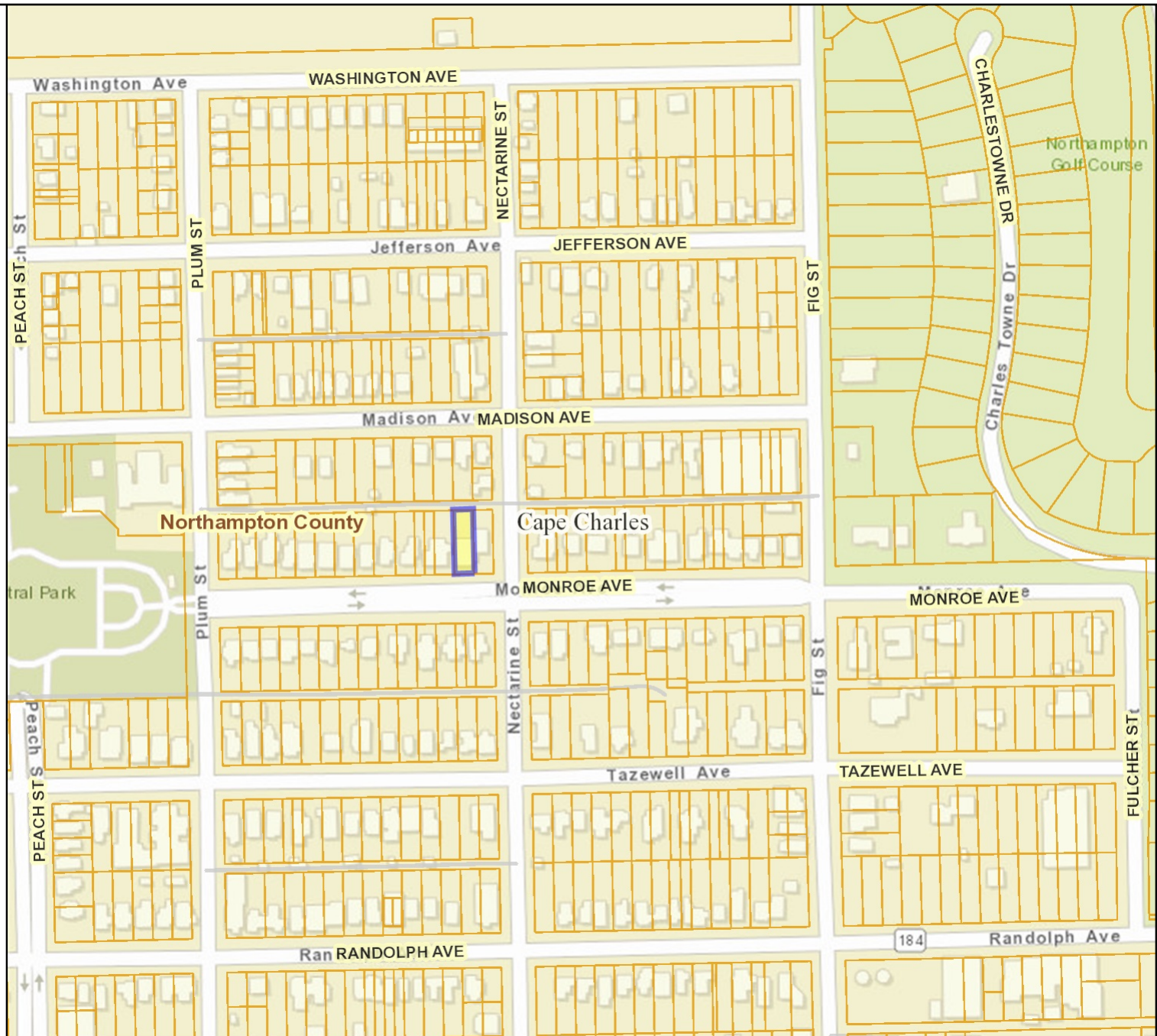




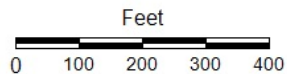
# Northampton County, Virginia

## Legend

-  County Boundaries
-  Town Names
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-  Road Labels
-  Parcels
-  Driveways



Map Printed from Northampton  
<http://northampton.mapsdirect.net/>



**Title: 549-551 Monroe Avenue**

**Date: 10/13/2020**

*DISCLAIMER: This drawing is neither a legally recorded map nor a survey and is not intended to be used as such. The information displayed is a compilation of records, information, and data obtained from various sources, and Northampton County is not responsible for its accuracy or how current it may be.*



# HISTORIC DISTRICT REVIEW BOARD

## STAFF REPORT

Meeting Date: October 20, 2020

Item #: 6C

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|                              |                                        |
|------------------------------|----------------------------------------|
| <b>Prepared By:</b>          | Planning Staff                         |
| <b>Site Address:</b>         | 10 Randolph Ave (Tax Map #83A3-2-2-78) |
| <b>Applicant:</b>            | Lysa and Clayton Newman                |
| <b>Owner:</b>                | Lysa and Clayton Newman                |
| <b>Proposed Development:</b> | Construction of a two-story garage     |

### **Current Zoning:**

Single-Family Residential (R-1): This zoning district is intended to provide quiet, medium density, single-family residential development plus provide open areas where similar residential development appears likely to occur.

Historic District Overlay: The purpose of this district is to provide for protection against destruction or encroachment upon historic areas, buildings, monuments, or other features, or buildings and structures of recognized architectural significance which contribute or will contribute to the cultural, social, economic, political, artistic, or architectural heritage of the Town of Cape Charles and the Commonwealth of Virginia. It is the purpose of the district to preserve the designated historic areas and historic landmarks and other historic or architectural features, and their surroundings within a reasonable distance, from destruction, damage, defacement, and obvious incongruous development or uses of land and to ensure that buildings, structures, streets, walkways, or signs shall be erected, reconstructed, altered, or restored so as to be kept architecturally compatible with the character of the general area in which they are located and with the historic buildings or structures within the district.

### **Description of Proposed Project:**

The subject property is a lot with an existing single-family dwelling located on site. An application was submitted to construct a four-hundred and forty (440) square foot two-story detached garage behind the residence.

The lot is a corner lot on Randolph and Harbor Avenues. The two-story detached garage is proposed for placement on the footprint of a previous detached garage that was located in the rear of the property with an entry from Harbor Avenue and does not extend beyond the front façade of the



principal dwelling into the front yard at any point. One of the side property lines is considered a street side and the garage will be visible from Harbor Avenue.

The materials are proposed as follows:

- Siding – HardiePlank Lap Cedarmill (Color to match existing residence)
- Trim – Azek Trim Board Painted
- Roof – IKO Architectural Asphalt Shingles (Charcoal to match the existing residence)
- Windows – Anderson Windows 400 Series Woodright Double-Hung (Grid to match the existing residence)
- Doors:
  - Garage – C.H.I. Overhead Doors – Carriage Collection White Steel Overlay with Madison Window Inserts
  - Side Door – Therma Tru Doors – Full Lite
- Railing – American Porch – Square Baluster

**National Register/Historic District Guidelines/Ordinances:**

This dwelling is not located in the National Register of Historic Places.

The Historic District Guidelines and new-construction or addition projects:

The major intent of in-fill development should be that of a good neighbor, respect for the site, sensitivity to the historic homes in the neighborhood and taking into account the overall character of the neighborhood (p. 22). In-fill buildings must be compatible with the distinctive architectural character of the district (p. 22). The height, form, massing, proportion, size, scale, and roof shape should first be reviewed when considering the overall compatibility of the proposed structure (p. 22). Design new buildings so that they are compatible with but discernible from historic buildings in the district (p. 23). New buildings should be compatible with the size, scale, color, material and character of the District, sub-area or block (p. 23). It is essential that new construction in the Historic District reflect the integrity of design details and materials which help form the District's character (p. 23).

The Historic District Guidelines state the following for roofs:

For new construction, respect the roof type, materials, form, and slope of roofs of nearby historic buildings (p. 37). Do not add new elements such as vents, sky-lights, or additional stories that would be visible on the primary elevations of the building (p. 37).

The Historic District Guidelines state the following for windows and doors:

Particular attention should be given to the spacing, placement, scale, orientation, and size of window and door openings as well as the design of the doors and windows themselves (p. 22). Select windows and doors for proposed new buildings that are compatible in material, subdivision, proportion, pattern, and detail with the windows and doors of surrounding buildings that contribute to the special character of the district (p.23). Windows and doors should be placed in a manner that is harmonious with the District, subarea or block (p. 23). For new construction, use window and door

styles that relate to those found in the district (p. 39). Windows styles vary by sash design primarily, but elements such as sills, lintels, decorative caps, and shutters should also be respected (p. 39). Double-hung window sash, the most common type of window, vary by the number of panes in each sash (p. 40). Inappropriate modern replacements for double-hung sash include one-over-one sash or a single pane with snap-in muntins (p. 40). Construct new windows and doors of wood or metal and match the style of the building (p. 42). Respect the ratio of walls to openings (windows and doors) evident on adjacent historic facades (p. 42). Place windows and doors on the facades of new buildings in a rhythm or pattern that relates to the way that openings are placed on historic buildings (p. 42). Use proportions (horizontal or vertical) that are similar to and compatible with the proportions of windows and doors on surrounding historic facades (p. 42).

The Historic District Guidelines state the following for siding and trim:

The selection of appropriate exterior materials and finishes depends on the understanding of the compatibility of proposed materials and finishes in composition, pattern, texture, color, and sheen (p. 22). The selection of materials and textures for a new building should be compatible with and complement neighboring buildings (p. 23). Synthetic sidings such as vinyl, aluminum and synthetic stucco-like finishes are not historic cladding material in the District and their use will not be allowed (p. 23). New construction should not attempt to create features that would create a false historical appearance (p. 23). New construction should incorporate materials similar to those used traditionally in the historic structures in the area (p. 23). Materials used in new construction should be in units similar in scale to those used historically (p. 23). Consider using wood as the dominant cladding and decorative material for new construction (p. 54). Synthetic sidings such as vinyl, aluminum and stucco-like material are not historic cladding materials and do not contribute to the historic and architectural character of the district (p. 57). The use of synthetic siding such as HardiPlank or similar on new buildings within the historic district is allowed (p. 57). Review the historic and architectural significance of surrounding buildings when determining the weather exposure of siding on new buildings (p. 57). Siding that simulates wood may be used on new construction if the depth of the siding (boards) conforms to the typical depth of traditional siding (p. 57). The use of synthetic siding on contributing structures will only be permissible if the structure is currently clad in vinyl, aluminum, and stucco-like siding and is the subject of a major addition (p. 57). The definition of synthetic siding is as follows: “any siding made of vinyl, aluminum, or other metallic material to resemble a variety of authentic wood siding types.”

**Recommendation:**

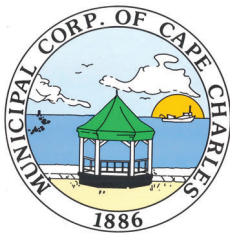
The zoning ordinance requires the proposed structure to be located at least five feet from property lines abutting an alley. The garage must be slightly moved to accommodate the setback. If this causes any change to the structure, the applicant must submit a modification for reassessment by the Historic District Review Board.

Review the attached materials and discuss any questions or concerns regarding the application. Decide whether the Board finds that a Certificate of Appropriateness is approvable for the application.

**Attachments:**

Attachment 1 – Application and Documents

Attachment 1 – Location Map



## CERTIFICATE OF APPROPRIATENESS APPLICATION

Town of Cape Charles  
2 Plum Street  
Cape Charles, VA 23310  
757-331-2036 Fax: 757-331-4820  
[planner@capecharles.org](mailto:planner@capecharles.org)

### PERMIT CHECKLIST - all documents can be emailed to the above email

- |                                                                                  |                                                                                                                                                                                      |
|----------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> Completed application                        | <input checked="" type="checkbox"/> Photos/elevations of existing structure                                                                                                          |
| <input checked="" type="checkbox"/> Letter of intent clearly explaining project  | <input checked="" type="checkbox"/> Photos/elevations of proposed project                                                                                                            |
| <input checked="" type="checkbox"/> Existing site plan or survey                 | <input checked="" type="checkbox"/> Proposed materials/spec sheets, samples                                                                                                          |
| <input checked="" type="checkbox"/> Proposed site plan or survey (if applicable) | <input checked="" type="checkbox"/> Payment of fees (new construction >2,000 square feet \$500; new construction up to 2,000 square feet \$300; all other \$150; modification \$250) |

### PROPERTY INFORMATION

Name of Project: Newman Garage  
Property Address: 10 Randolph Ave, Cape Charles VA 23310  
Brief Description of Project: Detached garage with finished space above  
Zoning District: \_\_\_\_\_ Current Use: n/a Proposed Use: Personal

### OWNER INFORMATION

Name and Company: Lysa and Clayton Newman  
Mailing Address: 10 Randolph Ave, Cape Charles VA 23310  
Phone Number: 603-686-0884 Email: lysanewman@gmail.com/chnewman@n

### APPLICANT INFORMATION

☒ check here if applicant is owner

Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

\*\*\*\*\*

### 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.

Signature of Applicant: Inewman Inewman  
2020.09.28 17:45:10 -04'00' Date: 9.28.2020

**Note: There is a required 30-day wait period between approval of a Certificate of Appropriateness and issuance of the permit for construction.**

**Town of Cape Charles Planning & Zoning Department**  
2 Plum St. • Cape Charles, VA 23310 • 757-331-2036 • [capecharles.org](http://capecharles.org)



To: Cape Charles Planning Dept.

Fr: Lysa and Clayton Newman

This letter shall serve as the letter of intent to build a garage structure on our property at 10 Randolph Ave, Cape Charles VA 23310.

Our intent, per the attached application, is to build a 2-story garage with a ground floor finished garage and finished space above. This for personal use and an extension of space for our existing home. We propose to build the structure on the footprint/same location of the previous garage. Our intent is to include a concrete driveway pad in the same location as an existing dirt/gravel drive and existing poured apron off the entry from Harbor Ave.

The garage plans were done by the same architect (brooks Ballard of Home Patterns) that designed the main house which was built in 2005. Home Patterns specializes in Craftsman inspired homes and plans designed to fit seamlessly in historic districts and existing communities. All materials and design elements for the garage will match and complement those on the main house.

We would like to seek approval asap in order to get contractor commitments and hopefully begin construction in Q4 2020 or Q1 2021.

Our adjacent neighbors are:

Roberta Newman/Chuck Little - 8 Randolph Ave, Cape Charles VA 23310 757-331-3151

Please reach out to either of us with any questions – thank you.

Clayton Newman

Lysa Newman

571-233-5301

603-686-0884

THIS IS TO CERTIFY THAT ON AUGUST 30, 2005, WE SURVEYED THE PROPERTY SHOWN ON THIS PLAT AND THAT THE TITLE LINES AND PHYSICAL IMPROVEMENTS ARE SHOWN ON THIS PLAT. THE IMPROVEMENTS STAND STRICTLY WITHIN THE TITLE LINES AND THERE ARE NO ENCROACHMENTS OR VISIBLE EASEMENTS EXCEPT AS SHOWN.

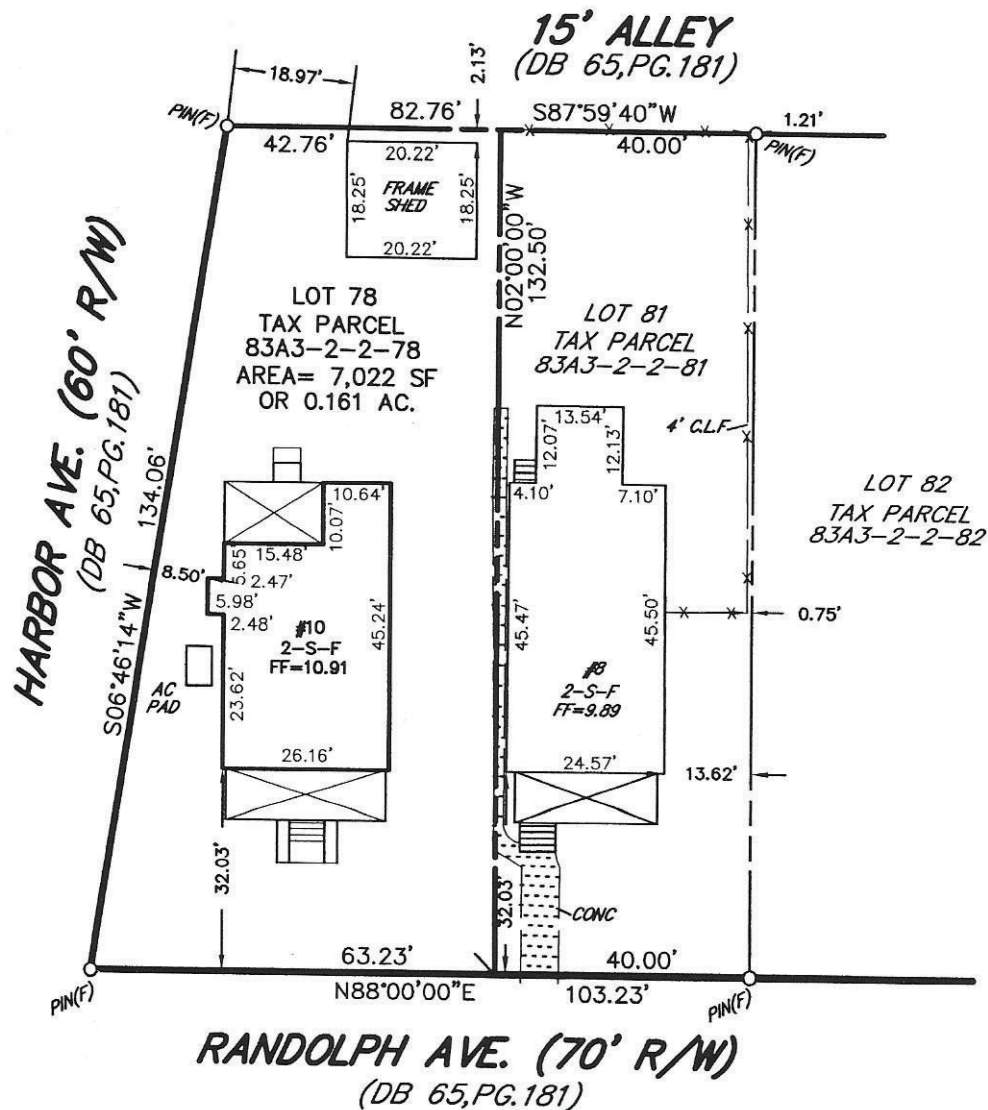
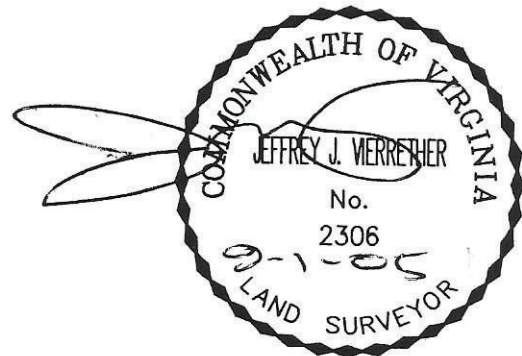
**NOTES:**

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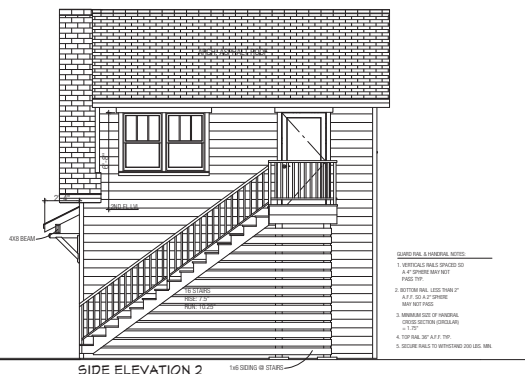
THIS PROPERTY APPEARS TO FALL IN  
FLOOD ZONE(S) A5 (EL9)  
COMMUNITY NO. 510106

PANEL 1B DATED: FEB 2, 1983

FLOOD ZONE DETERMINATION IS BASED ON THE FLOOD INSURANCE RATE MAPS AND DOES NOT IMPLY THAT THIS PROPERTY WILL OR WILL NOT BE FREE FROM FLOODING OR DAMAGE.

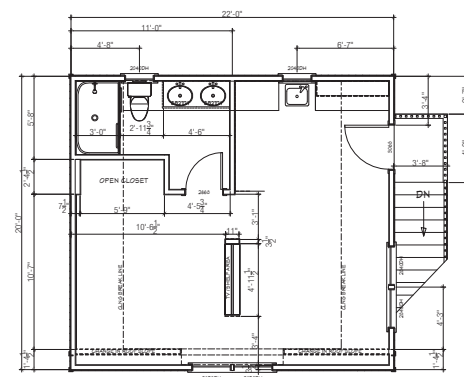
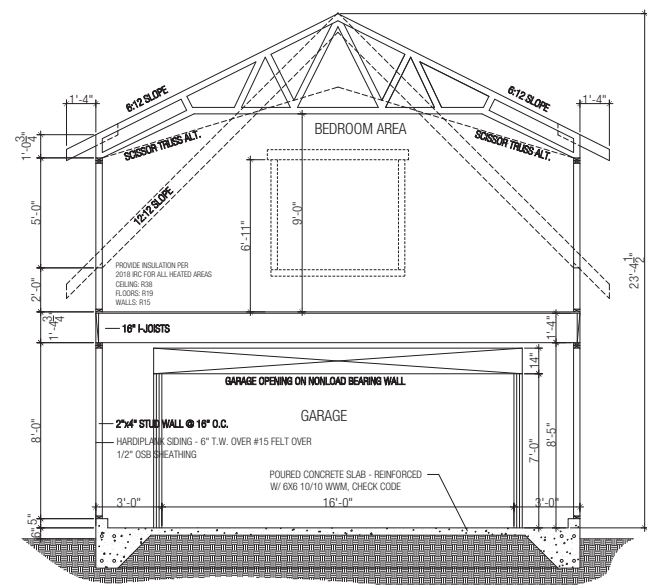


PHYSICAL SURVEY  
FOR  
**LOT 78**  
**#10 RANDOLPH AVENUE**  
BLOCK 2  
THE SEA COTTAGE ADDITION  
TO THE TOWN OF CAPE CHARLES  
(DB 65, PG.181)



**QUAD RAIL & HANDRAIL NOTES:**

1. VERTICALS RAILS SPACED SO A 4" SPHERE MAY NOT PASS THRU.
2. BOTTOM RAIL, LESS THAN 2" A.F.F. SO A 2" SPHERE MAY NOT PASS
3. MINIMUM SIZE OF HANDRAIL CROSS SECTION (CIRCULAR) = 1.75"
4. TOP RAIL 36" A.F.F. THRU.
5. SECURE RAILS TO WITHSTAND 200 LBS. MAX.



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G1

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$$1/4^{\circ}=1^{\circ}-0^{\circ}$$


$$3/8'' = 1'-0''$$

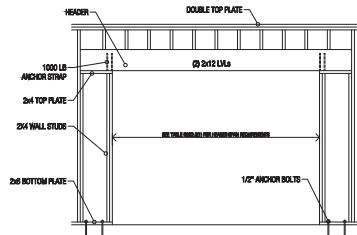
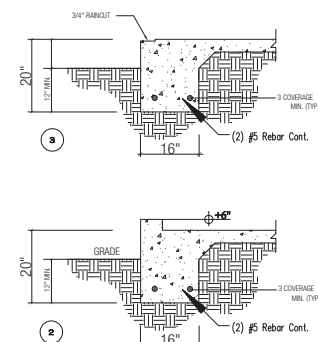

N.T.S.



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| 1/4"=1'-0" |
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$$3/8"=1'-0"$$


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| 1/4"=1'-0" |
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$$3/4^n = 1 - 0^n$$

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Revisions/Additions By Others:

Date of Issue: 1/21/2020

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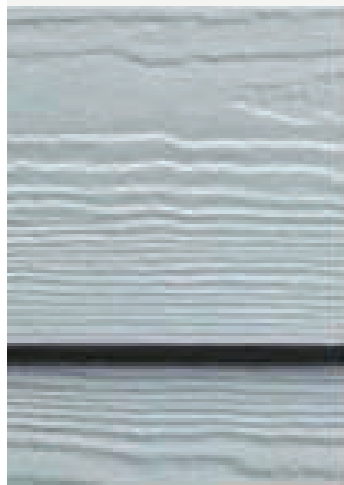
G2



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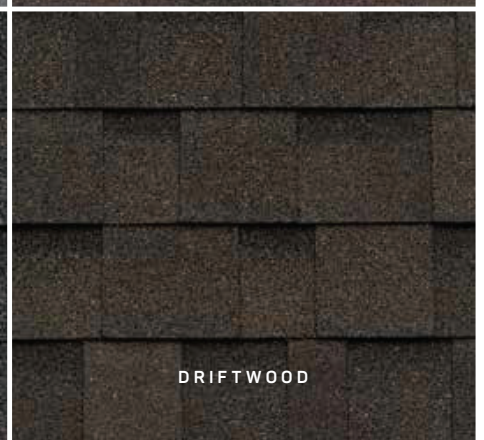
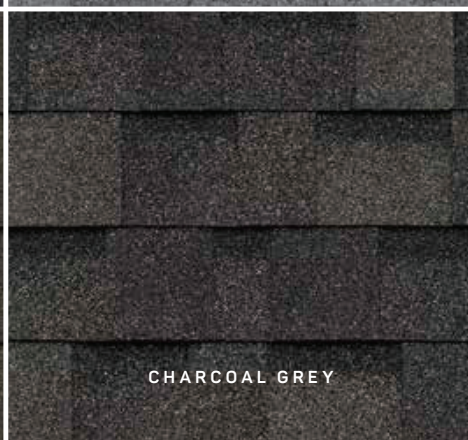
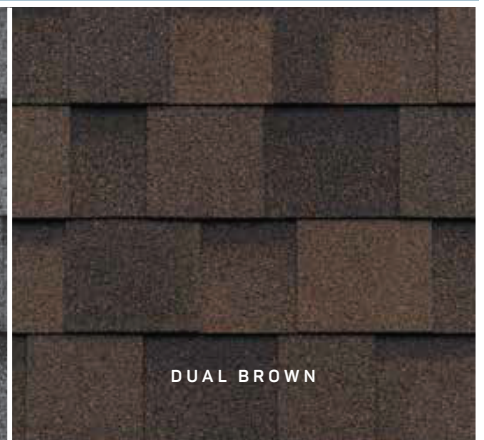
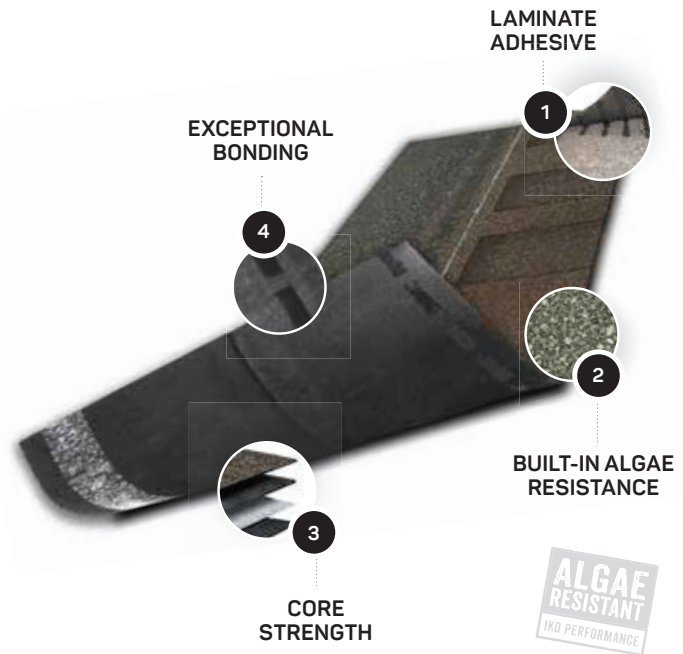


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- 1 LAMINATE ADHESIVE.** Five strips of our tough, construction-grade adhesive are used to laminate the shim to the tooth.
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|                                                   |                    |
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| Limited Warranty <sup>1</sup>                     | Limited Lifetime   |
| Iron Clad Protection <sup>1</sup>                 | 10 Years           |
| Limited Wind Warranty <sup>1</sup>                | 110 mph (177 km/h) |
| Limited High-Wind Warranty Upgrade <sup>1,2</sup> | 130 mph (210 km/h) |
| Blue-Green Algae Resistant <sup>1</sup>           | Yes                |

## PRODUCT SPECIFICATIONS<sup>3</sup>

|                                                  |                                              |
|--------------------------------------------------|----------------------------------------------|
| Length                                           | 40 7/8 in (1038 mm)                          |
| Width                                            | 13 3/4 in (349 mm)                           |
| Exposure                                         | 5 7/8 in (149 mm)                            |
| Coverage per Bundle                              | 33 1/3 ft <sup>2</sup> (3.1 m <sup>2</sup> ) |
| (3 bundles = 1 full square = 100 sq ft coverage) |                                              |

## STANDARDS<sup>4</sup>

ASTM D3462, ASTM D3018, ASTM D3161 – Class F,  
ASTM D7158 – Class H, ASTM E108/UL 790 – Class A.

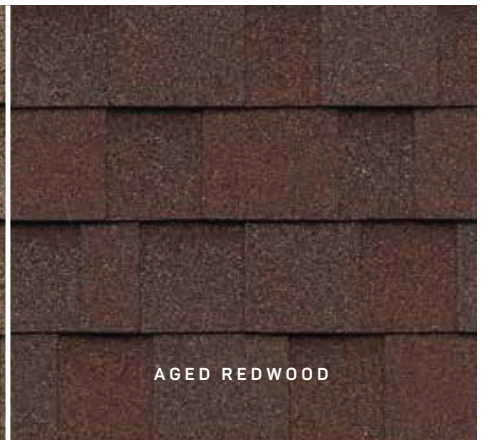
<sup>1</sup>See Limited Warranty at [IKO.com](http://IKO.com) for complete terms, conditions, restrictions and application requirements. Shingles must be applied in accordance with application instructions and local building code requirements. <sup>2</sup>High-wind application is required. <sup>3</sup>All values shown are approximate. <sup>4</sup>Products are developed with reference to these standards.



HARVARD SLATE



EARTHTONE CEDAR



AGED REDWOOD



BEACHWOOD<sup>5</sup>

**IMPORTANT!** To ensure complete satisfaction, please view several full-size shingles and an actual roof installation prior to final color selection as the shingle swatches and photography shown online, in our brochures and in our app may not accurately reflect shingle color and do not fully represent the entire color blend range, nor the impact of sunlight.

<sup>5</sup>Limited availability in U.S.



# PRO4 INTEGRATED ROOFING ACCESSORIES

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| DECK PROTECTION                                                                                                                                                                                                                                                                                                                              | SYNTHETIC UNDERLAYMENT                                                                                                                                                                                                                                                | ROOF STARTERS                                                                                                                                                                                                                                                             | CAPPING SHINGLES                                                                                                                                                                                                                                                     |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>1. IKO GoldSeam™ Roof Sealing Tape</b></p> <p><b>1a.</b> Apply where the fascia and eaves meet.</p> <p><b>1b.</b> Apply over seams when sealing the deck using synthetic underlayment.</p> <p><b>StormShield®</b></p> <p><b>1c.</b> Apply under shingled roofs to prevent water infiltration due to ice dams and wind-driven rain.</p> | <p><b>2. Stormtite®</b></p> <p>It's IKO's economical synthetic underlayment choice. Stronger than conventional felts, Stormtite installs easily, even in cool weather, due to its light weight. Stormtite is the perfect combination of strength and flexibility.</p> | <p><b>3. Leading Edge Plus™ or EdgeSeal®</b></p> <p>Apply starter shingles with IKO's own high-strength thermally activated sealant or use the double-sided starter roll at eaves and rakes to help ensure wind resistance at that critical first course of shingles.</p> | <p><b>4. Hip and Ridge Hip &amp; Ridge 12™</b></p> <p>These perforated traditional hip and ridge shingle offerings are available in colors that pair with our most popular laminate shingles. Installation is super easy by simply bending and nailing in place.</p> |



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DOORVISIONS



## Product Summary

Model 5332

### Size

Width: 16' 0" X Height: 7' 0"

### Products

Carriage Collection : Overlay Carriage House

### Style

Steel Overlay

### Design

32

### Thermal Requirements / Construction

R-10.29 / 2-1/2" Heavy Duty Wood Grain Poly Trim Boards On Steel Base Door Polystyrene Insulation - 1-13/16" Thick

### Color

Solid Colors : White

### Windows

Window Inserts : Madison

**Please Note:** These woodtones, colors, and door panels are to be used as an indication only. Some sizes not available in all models and configurations. Refer to your local C.H.I. Dealer for the exact look of your garage door and availability.



## Smooth-Star®



Full Lite Flush-Glazed | Style No. S2600



3.8 (12) [Write a review](#)

8 Available Sizes > 



VIEW ON HOME





**PRODUCT CATEGORIES**



 **HOME**

**SHOP BY SIZE**

**4" WOOD BALUSTRADE**

**1 5/8" SQUARE BALUSTER**



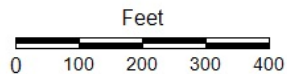
# Northampton County, Virginia

## Legend

- County Boundaries
- Town Names
- Route Numbers
- Road Labels
- Parcels
- Driveways



Map Printed from Northampton  
<http://northampton.mapsdirect.net/>



## Title: 10 Randolph Avenue

Date: 9/29/2020

*DISCLAIMER: This drawing is neither a legally recorded map nor a survey and is not intended to be used as such. The information displayed is a compilation of records, information, and data obtained from various sources, and Northampton County is not responsible for its accuracy or how current it may be.*





# HISTORIC DISTRICT REVIEW BOARD

## STAFF REPORT

Meeting Date: October 20, 2020

Item #: 7A

**Prepared By:** Planning Staff

**Topic:** Current Public Perceptions of Historic Preservation in Cape Charles, Virginia

### **Background on Historic Preservation Plan**

In 1994, John Milner Associates, Inc. was retained by the Town of Cape Charles and the Virginia Department of Historic Resources to prepare a preservation plan for the town. In Cape Charles, the town's historic resources had already been surveyed and a National Register Historic District had been created (1989). At the time, the town had no local historic district and, consequently, no historic district ordinance. There was mixed sentiment within the citizenry as to the benefits of additional zoning requirements pertaining to preservation. The fundamental premise of the plan was that economic development was the most critical need of the town, that the improvement of the town's physical character was important to any economic development scenario, and that historic preservation was the central element in enhancing the town's physical character. As a result of the Planning Commission's acceptance of the preservation plan (1996), some of the plan's intentions and recommendations included the following:

- Intent on strengthening community character of Cape Charles' commercial and residential neighborhoods, not strictly upon historic preservation. Town could choose to interpret it in very strict manner or the town could interpret the ordinance in a very loose and flexible manner.
- Design review process requires some level of design guidelines. The level of flexibility of the review process would therefore ultimately be determined by the community through consensus decisions reached by the town's elected representatives.
- Creation of a demolition ordinance.
- A draft ordinance creating the historic district overlay was provided as an appendix (not accepted by PC but becoming a separate activity to follow in time)

Town Council's adoption of 1999 Comprehensive Plan included under Adopt Land Use goals:

- implement Preservation Plan recommendations
- establish historic overlay as part of ordinance
- infill development should enhance character of historic area.
- review codes on demolition

Also included was a Historic District map that came from the National Register's boundary outline of the town with a meandering northern town boundary line.

In December of 2001, Town Council adopted Article VIII, Historic District Overlay. In addition, Cape Charles Historic District Guidelines were adopted, along with a town historic district map that enveloped the boundaries of the map contained in the National Register and extended the northern boundary. In January 2002, members were assigned to the Historic District Review Board.

### **Current Perceptions of Historic Preservation**

During the January 26, 2019 Town Council strategic planning session, the Town Manager proposed a new preservation plan based in current town conditions, reasonable expectation of change over time and informed by current preservation search literature and professional articles. Town Council accepted that review. The Town contracted with Thomas Hall and Sheri Shuck of Christopher Newport University (Public History Center) to undertake this effort. The project was broken into three phases:

- Phase 1, Literature Search
- Phase 2, Surveys
- Phase 3, Survey Analysis and delivery of results, delivered July 15, 2020

As reported in the final document, the study used data from public sources as well as three large, separate surveys: an in-person survey conducted on the streets of the town in the summer of 2019, a survey to over 1,100 utility customers mailed during October 2019, and a Facebook survey conducted by the town in the last three months of 2019. Survey questions for the in-person and mailed survey were designed based on an information gathering process that encompassed the first half of 2019.

Summarized in the final report's Introduction/Executive Summary, the key findings of the analysis of public perception of historic preservation are as follows:

- Cape Charles residents generally value the historic nature of their town's built infrastructure, and generally believe that this creates both pecuniary and nonpecuniary value
- Residents, especially those with higher educations and women, are more likely to believe the town's essential nature is primarily historic, as opposed to a beach community
- Tourists value the town's beach, but also believe Cape Charles should repair derelict buildings and should help lower income residents make historically appropriate repairs
- Although many believed that preservation was valuable, there was less agreement with the role of the government in financing it. One of our policy recommendations is to create an ad hoc committee with representatives from the town, contractors, potential donors, and lower income residents to discuss this problem and to derive solutions that will be acceptable to most constituencies. Additional policy recommendations are contained in the conclusion of the report.

### **Recommendation**

The Historic District Review Board review the document "Public Perceptions of Historic Preservation in Cape Charles, Virginia" dated July 15, 2020 and provide any comments and/or recommendations to Town Council.

### **Attachments**

Public Perceptions of Historic Preservation in Cape Charles, Virginia, July 15, 2020





# Public Perceptions of Historic Preservation in Cape Charles, Virginia

Thomas Hall

Associate Professor of Finance & Economics,  
Joseph W. Luter, III School of Business,  
Christopher Newport University

Sheri Shuck

Professor of History  
Director, Public History Center  
Christopher Newport University

*July 15, 2020*

## *Introduction/Executive Summary*

This report was partially funded by the Town of Cape Charles, and the authors are grateful for its support. We were engaged to research public attitudes about historic preservation among the residents and visitors of Cape Charles (hereafter, generally CC). To address these issues, the study uses data from public sources as well as three large, separate surveys: an in-person survey conducted on the streets of the town in the summer of 2019, a survey to over 1,100 utility customers mailed during October 2019, and a Facebook survey conducted by the town in the last three months of 2019. Survey questions for the in-person and mailed survey were designed based on an information-gathering process that encompassed the first half of 2019.

The purpose of the report is not to set priorities or establish policy, and it makes no implied or explicit guarantee of accuracy related to current conditions. The report uses data obtained from surveys conducted by the Public History Center as well as data provided by third parties (e.g., the United States Census and a Facebook survey conducted by CC) to understand public opinion concerning historic preservation in CC.

The key findings of the analysis are as follows:

- Cape Charles residents generally value the historic nature of their town's built infrastructure, and generally believe that this creates both pecuniary and nonpecuniary value
- Residents, especially those with higher educations and women, are more likely to believe the town's essential nature is primarily historic, as opposed to a beach community
- Tourists value the town's beach, but also believe CC should repair derelict buildings and should help lower income residents make historically appropriate repairs
- Although many believed that preservation was valuable, there was less agreement with the role of the government in financing it. One of our policy recommendations is to create an

*ad hoc* committee with representatives from the town, contractors, potential donors, and lower income residents to discuss this problem and to derive solutions that will be acceptable to most constituencies. Additional policy recommendations are contained in the conclusion of this report.

Overall, people who live in Cape Charles full time, those who own property here but spend substantial time elsewhere, and tourists and workers who have an economic relationship with the town generally believe that its history should be preserved, and this creates an opportunity for policy makers to develop mechanisms and frameworks that will achieve this goal.





# Public Perceptions of Historic Preservation in Cape Charles, Virginia

## I. Introduction

This study was commissioned by the Town of Cape Charles, Virginia (hereafter, generally referred to as “CC”) in order to obtain and analyze survey data related to public perceptions of historic preservation, specifically in the historic overlay of the town.

## II. Motivation and Process

In late 2018, the Public History Center was contacted by then-Town Manager Larry DiRe to assist Cape Charles with its historic preservation plan, which was widely perceived as outdated and in need of improvement. Based on further discussions with him, we agreed to undertake a three-phase process to provide information for policy makers about public opinions concerning the value of historic preservation and the best ways to regulate and guide relevant behavior.

Phase 1 involved research on how best to gather relevant information and perspectives from the broader public. In March through May of 2019, we led a number of charrettes and meetings with various constituencies, and conducted an informal online survey (using Qualtrics) of town leaders to obtain information about what topics and issues would be most appropriate for public surveys. We also conducted a literature review (appended at the very end of this document) of two disciplines that were intellectually adjacent to town planning and historic preservation, documenting a decade or so of relevant research from academic historians and economists.

Much of the work during Phase 1 was donated in-kind by the Public History Center; thus, CNU partially funded this report. We attended two national conferences (Main Street and the



Urban Land Institute) relating to historic preservation. We contributed many hours of research work on a pro-bono basis as a benefit to the community.

What resulted from the information gathering conducted during Phase 1 of the project? Many issues came up in the course of not only (1) the literature review, but also (2) in the charettes and focus group meetings that took place in the first half of 2019. In fact, there was substantial overlap between them.<sup>1</sup> In the literature review, we found a number of academic papers that related how historical structures can drive economic activity and create value. Living on the Virginia Peninsula, we knew from first-hand experience that history can create demand for tourism and this is a key economic driver in much of Hampton Roads. Therefore, one goal of the mailed and in-person surveys would be to understand how the public views the economic implications of the historical legacy of built structures in Cape Charles.

Of course, some vexing issues that came up in the March 4 meeting and the May 9 meeting would not be amenable to inclusion on a brief survey sent out to the general public. Two of these stand out: process and elements. Should applications for renovation or new construction go through a two-stage process? How can we ensure consistency in the application of guidelines? Will the town council support the decisions of the HDRB? Which specific design elements should be addressed: porches, windows, paint color, chimneys, satellite dishes, etc.? These issues are not very applicable to broad surveys of the public that may not have a lot of information or strongly-felt opinions on process or specific architectural elements. They were sometimes covered in open-ended comments on the mailed survey, as well as a brief, small-sample Qualtrics survey of the March 4 meeting participants (presented in Appendix A).

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<sup>1</sup> This can be revealed by reading the literature review, and then comparing it to the discussion that took place on May 7, 2019 at a joint meeting between the Town Council and the Historic District Review Board (HDRB). For a summary of the discussion during that meeting, please see Appendix A, Table A-3. Items indicated in red text in that table directly informed the wording of both the in-person survey and the mailed survey conducted during the second half of 2019.

**Three major lines of inquiry** stood out, however, as quite appropriate for survey-based information gathering from the general public:

- **First**, what is the essential nature of Cape Charles: does the fundamental character of the community derive from its beach or from its historic town center? This issue came up during the charettes, and seemed to be a central question driving whether and how preservation should be pursued by the policy-makers of the town.
- **Second**, what economic value does the public associate with the historic charm and atmosphere created by the built legacy of the structures in the town? Our literature review and charettes both indicated that “history” has an innate, fundamental, intrinsic worth, but it can also drive pecuniary property values. We felt that the policy-makers of Cape Charles would appreciate a detailed understanding of public views on this issue.
- **Third**, assuming that preservation was a goal worthy of pursuing, how would resources be allocated appropriately to it? Many homeowners in Cape Charles have relatively high household incomes, but a substantial number do not. Houses fall into disrepair, some are abandoned, and a few become derelict and are demolished. Indeed, on 12 March, 2019, the Town Manager had emailed us pictures of two structures about which he was concerned. Others in the various charettes expressed concerns about this issue.

We sought information from three basic categories of people: those who live in Cape Charles full time, those who own property here but also spend much time elsewhere, and those who have an economic relationship with the town—e.g., as workers or tourists—but do not live there. The first category includes those who interact most intimately with the historic nature of the town; they do not divide their residential loyalties with other jurisdictions, and also benefit from the maximum exposure to its charm and nonpecuniary value over the course of a year. They would also be the



Derelict Houses in Danger of Demolition, (Larry Dire, March 2019)

ones who would likely face the highest financial burden from any publicly-funded effort to preserve derelict structures that are not being maintained by homeowners. The second constituency has a substantial stake in the community, but because they split their time with other locations, they may not have the same level of motivation to become personally involved in the hard work that preservation might entail. The third category is likely drawn to CC as a labor market or tourist destination, both for the beach and for the historic charm of its neighborhoods. They are likely to face the lowest direct stakes in terms of subsidies or community financing for preservation. (If landlords pass on fees used to subsidize preservation in the form of higher rental costs, however, they might be indirectly involved in financing it.)

To develop a better understanding about how groups evaluated the three items of inquiry, we designed both an in-person survey that was conducted during the height of the tourist season, as

well as a written survey that was distributed to all of the town’s utility customers.<sup>2</sup> The in-person survey was designed as a brief encounter with the respondent—we did this because survey methodology shows there is a finite limit to the amount of time people will linger before they cut the survey short, leading to an issue called survey attrition. We conducted it during the summer months, when peak tourist season meant we would have access to visitors of the town. Indeed, for this survey, which we conducted on Main Street, on the beach, and in Central Park, less than a fifth of the respondents reported that the zip code of their primary residence was 23310. This survey contained five questions, relating to why the respondent was in town, their opinions about derelict structures, and one question about whether the town should handle the issue of paying for preservation. We also inferred their gender. We faced some difficulties because cell phone service was spotty in some places, but were able to obtain several dozen usable responses from this effort.

Because the mailed survey was a longer, written instrument, it delved into much more detail about the three major issues. We were also able to obtain more demographic information, which helped provide the data we will use below for the regression analysis. The first eight questions of the survey were Likert-style questions, which are familiar to anyone who has ever had to decide whether they “strongly agree,” “agree,” “disagree,” or “strongly disagree” with a given statement. (“Neutral” is the fifth response.) We began with questions about the fundamental character of the community—beach town or historic district—and obtained information about public perceptions of how historic preservation creates economic value and whether it is worthy of investment. But the thorny issue of how to finance it, especially for private residences with low household income, constituted the third set of items. We also collected demographic information concerning education, zip code of primary residence, gender, age, ethnicity, and income.

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<sup>2</sup> Survey questions are contained in Appendix B.



Because many utility customers pay on an automated basis and often discard the hard-copy envelopes that contain the utility bills, we decided it would be best to not use the standard mailing techniques and instead placed the CNU logo on the outside envelope and printed the survey on CNU letterhead; this resulted in a very high response rate.<sup>3</sup> We were grateful to the town's dedicated public servants for providing access to CC utility customers addresses and for helping with the onerous practice of stuffing over a thousand surveys and self-addressed stamped return envelopes.

In Phase 3, we hand-entered data on all responses from the 365 hard copy mailed survey forms we received. A few issues arose regarding people who provided spurious or unusable data for different questions.<sup>4</sup> We analyzed the data, resulting in the report you are now reading.



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<sup>3</sup> As part of Phase 2, we were required to obtain 300 survey responses, and were happy to report that we delivered about 150% of this number, actually obtaining 448 completed surveys: 83 from the in-person effort in the summer, and 365 mailed replies (out of about 1,100 utility billing addresses polled). This corresponds to a very high response rate of about 33%).

<sup>4</sup> These are discussed in Appendix D: Data Notes

### III. Cross-Tabs and Descriptive Statistics

#### A. Mailed Survey

##### 1. Overview

The survey was mailed on October 15, and we received 365 returned survey forms. Appendix D contains information on how the data were “cleaned” for analysis as well as the number of responses for each survey item. That number varied, anywhere from a low of 316 (year born) to a high of 364 (the Likert question regarding new construction). Table 1 presents the number of responses for the various Likert-style questions. For these items, and throughout this study, a score of 5 corresponds to “strongly agree” and a score of 1 corresponds to “strongly

**Table 1: Summary of Likert-Style Items**

| Survey Items                                                                                                                                                                              | Usable Responses | Mean | Standard Deviation |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|------|--------------------|
| Q1. Cape Charles is primarily a <i>beach community</i> that also has a historic town center.                                                                                              | 356              | 3.23 | 1.35               |
| Q2. Cape Charles is primarily a <i>historic town</i> that also has a beach.                                                                                                               | 359              | 3.73 | 1.22               |
| Q3. Owners of real estate in the historic district (“overlay”) should conform to their property’s historic look and feel when making <i>renovations and repairs</i> .                     | 362              | 3.97 | 1.06               |
| Q4. <i>New construction</i> in the historic district of Cape Charles should conform to the look and feel of neighboring homes and buildings.                                              | 364              | 4.18 | 0.99               |
| Q5. The charming, historic nature of the town’s homes and buildings contributes to property values of real estate in Cape Charles.                                                        | 362              | 4.28 | 0.97               |
| Q6. To reduce demolition of derelict buildings, the Town of Cape Charles should establish a fund that can help low income homeowners make historically accurate repairs and improvements. | 363              | 2.83 | 1.36               |
| Q7. Such a fund should be financed from fines levied against property owners who do not conform to the historic preservation zoning guidelines.                                           | 359              | 2.50 | 1.40               |
| Q8. Cape Charles should restrict the amount of new development in areas near the historic center to preserve the small-town nature of the community.                                      | 358              | 3.34 | 1.40               |

disagree.” Thus, the average score shows the level of agreement with the statement. With a score of 5 indicating strong agreement and a score of 1 indicating strong disagreement, any average score greater than 3 would suggest general agreement in the community, with higher scores corresponding to more agreement. The range of responses is reflected by the standard deviation, such that smaller standard deviations correspond to more agreement about how to assess the statement.

As Table 1 indicates, on the whole, the respondents to the mailed survey had a somewhat stronger agreement with CC being primarily a *historic town*, with the importance of the *beach* being secondary. The higher score for Q2 than Q1 supports this, although the numbers are close enough that the difference is not of a very large magnitude.

The statement with the strongest support (Q5, with an average [mean] score of 4.28) was about the value that derives from the historic charm of the town’s homes and buildings. Other statements with very strong support were that renovations and repairs (Q3) and new construction (Q4) should conform to the historic look and feel of the property and the neighborhood.

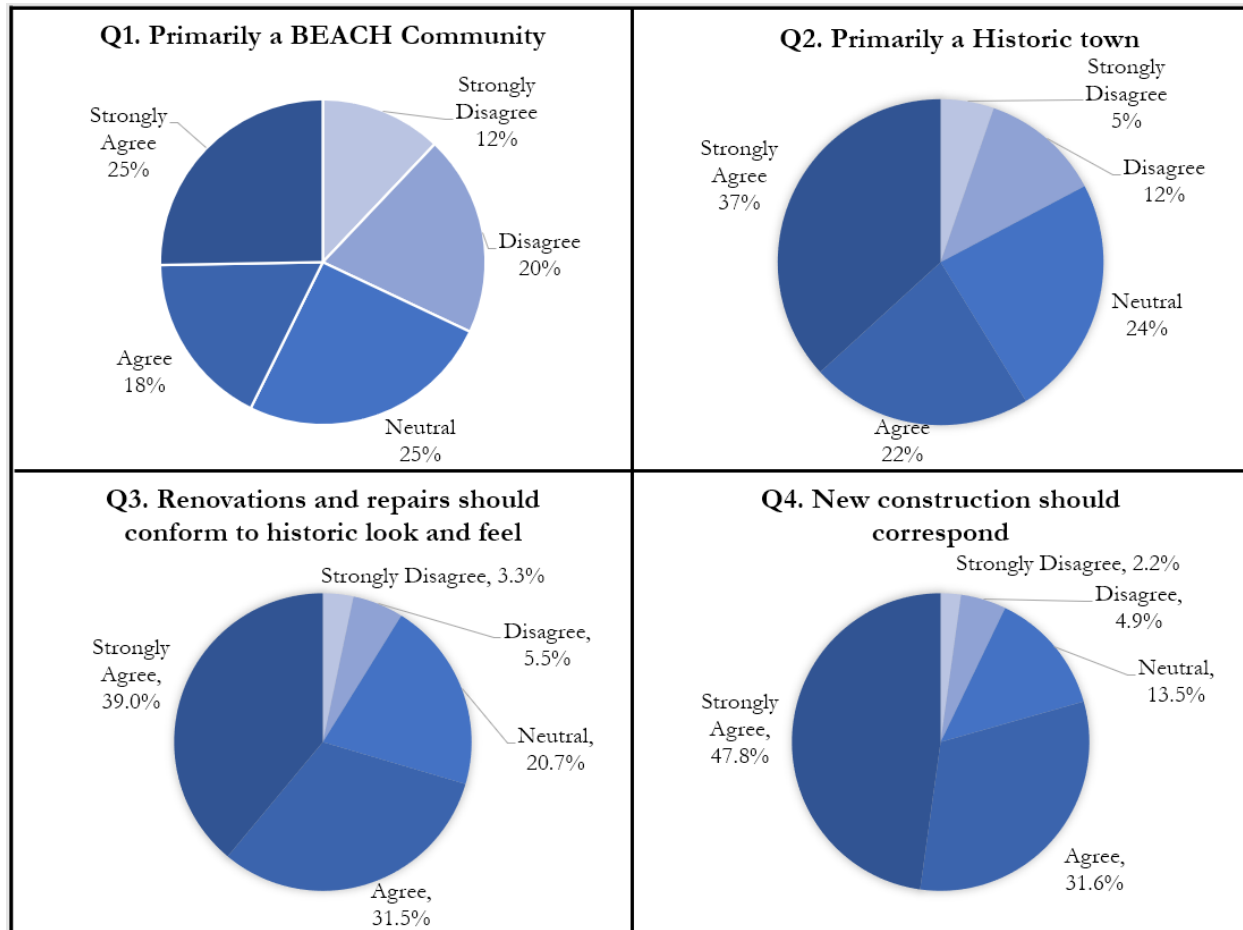
The survey items with the lowest agreement (average values between 2.50 and 3.34) and highest dispersion or differences of opinion (indicated by higher standard deviations) related to the survey items measuring how CC might fund public support for historically consistent renovations. As we will see below, both visitors and CC residents felt that derelict historic structures should be renovated rather than demolished, but there was not a clear consensus on how to provide resources for this. We will explore this finding in more detail, below.

## **2. Answer Distributions**

In this section, we show using pie charts and other graphics how the survey answers were distributed. As Table 1 indicated, among the Likert scale questions, the strongest agreement was for Q5 (the fact that charm creates value), whereas the strongest disagreement was for Q7 (assessing

fees for violations of historic ordinances to finance a public fund designed to help lower income homeowners make consistent renovations and repairs). Here we delve into the findings for the Likert-scale questions as well as the other items on the mailed survey.

**Figure 1: Likert-Scale Responses for Items Q1 – Q4**



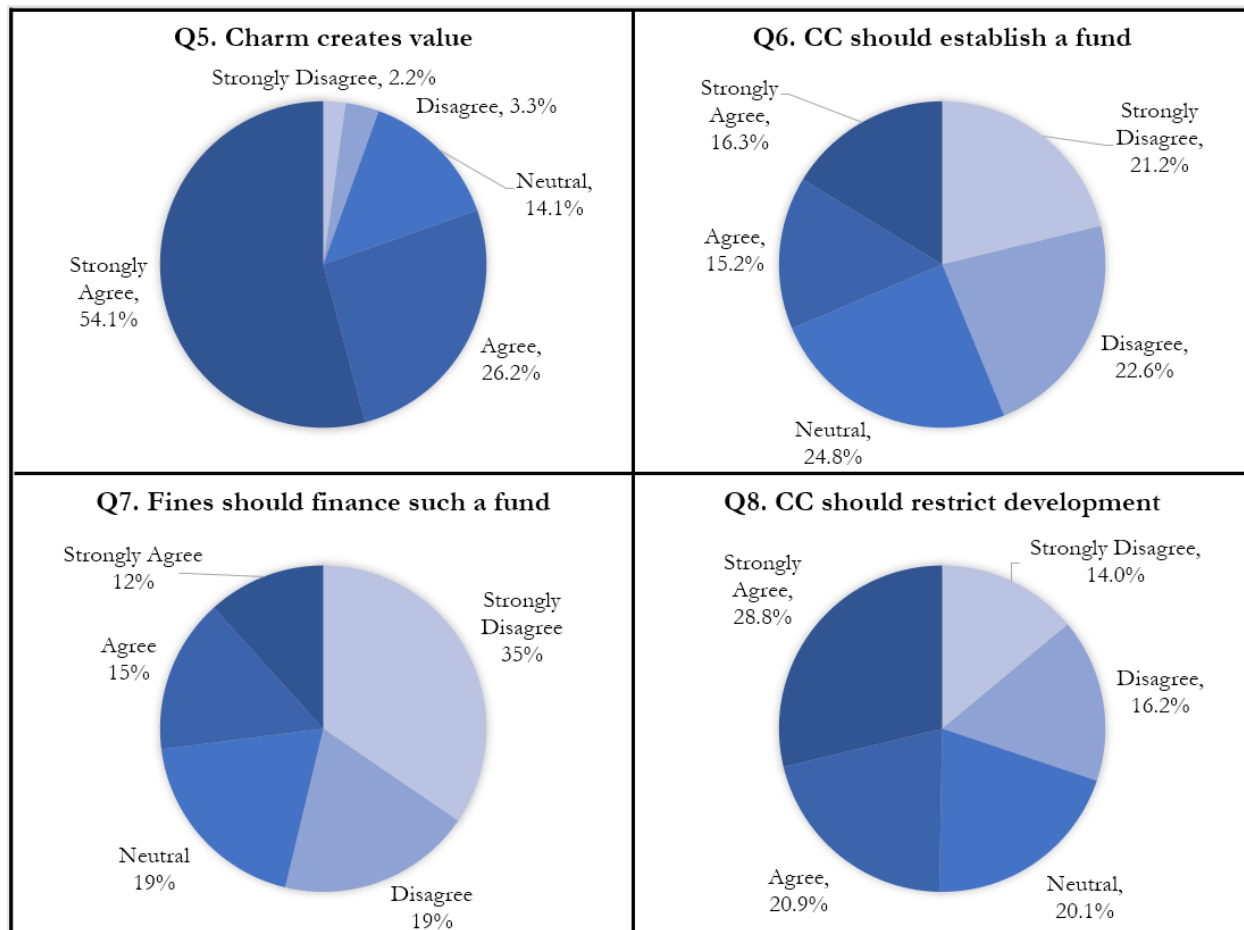
The first four Likert-scale questions are detailed in Figure 1. Consistent with Table 1, the figure shows that there was less support for the idea that CC is primarily a beach community (agree and strongly agree amounted to 43% of responses) and more support for the idea that CC is primarily an historic town (59%). For Q3, 70.5% of respondents either agreed or strongly agreed



that renovations and repairs should correspond to the structure’s historic look and feel. In terms of new construction, respondents were even more likely to support (79.4%) this statement.

Results for items Q5 through Q8 are depicted in Figure 2, below. The figure again supports the findings from Table 1. For example, a very solid majority (80.3%) of respondents agreed or strongly agreed with the statement that, “The charming, historic nature of the town’s homes and buildings contributes to property values of real estate in Cape Charles.”

**Figure 2: Likert-Scale Responses for Items Q5 – Q8**

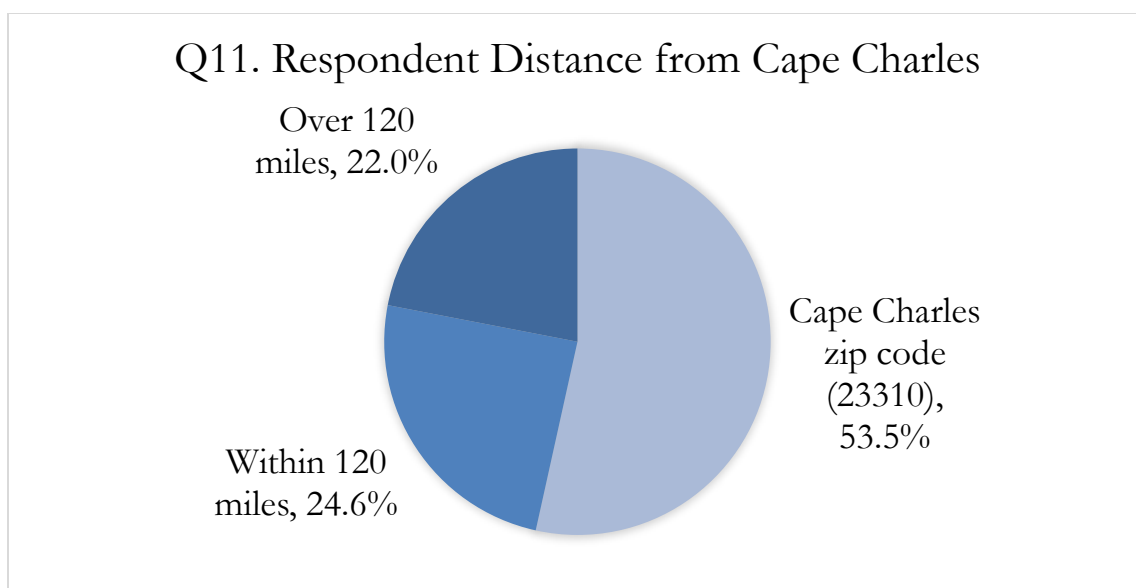


More variation in sentiment occurred for the various questions related to financing a fund to help lower-income residents comply with historic codes for renovations and repairs. Combining the responses “strongly agree” and “agree” for Q6 and Q7 yielded totals of only 31.5% and 27%. About half of the respondents (49.7%) were in agreement or strong agreement with Q8, which related to restricting development in the historic center.

We now turn to items Q9 through Q15. The first of these related to the highest level of education completed. We found that an astounding 86.6% had obtained a Bachelor’s degree and, of those, 49.6% had additionally obtained an advanced or graduate degree. This is a very high number, given that only 11% of the Virginia population has a bachelor’s degree or better (U.S. Census). A further 10.6% had done some college work, and a high school diploma or GED was the highest educational achievement for only 2.8% of the sample, corresponding to 10 respondents out of the 357 who answered this question.

A little over half of the respondents (52.9%) indicated female gender, with 47.1% indicating male gender. (For data on non-response and “other” answers, see Appendix C).

Figure 3: Zip Code Analysis





Survey item Q11 asked respondents for the “zip code of your primary residence,” and as Appendix C indicates, we obtained 346 usable responses. We calculated the distance between the indicated zip code’s location and that of Cape Charles, which is in 23310.<sup>5</sup> Just over half of respondents indicated CC was their primary residence; a further quarter or so lived within about two hour’s drive of the town. About 22% lived further than 120 miles away.

To confirm respondent location, each response came in an envelope, and many of these had an identifying postmark that generally was legible enough to infer the state through which the letter came. Analyzing the 339 readable postmarks showed that the vast majority (83.8%) were from Virginia, accounting for 284 responses. The other state postmarks were, in order, Maryland (16), Pennsylvania (13), Delaware (11), North Carolina (6), Florida (2), New Jersey (2), and Ohio (2). One envelope came from each of the following states: Connecticut, Nevada, and Wyoming.

The survey item (Q12) with the lowest response rate was age, but we still obtained 316 usable responses. The age demographic profile of the mailed survey was rather high. Almost a third (29.4%) of the respondents were in their 70s or older, with another third or so (33.9%) in their 60s. About 23.4% were in their fifties, and only 13.3% were younger than that. This reflects a substantial difference from the Facebook survey demographic, discussed further below, which unsurprisingly corresponded to a younger population.

Survey item Q13 asked the respondent to choose all terms that apply relating to their ethnic identity. In this case, the sample skewed very White, chosen by about nine in ten respondents. Only 4% identified as Black, and Asian and Hispanic were indicated by 1.7% of the sample.

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<sup>5</sup> Each zip code was associated with a latitude and longitude using a freely available online directory (<http://federalgovernmentzipcodes.us/>). To assess distance between the Cape Charles zip code (23310) and that of the respondent, we used the Haversine formula, which adjusts for the curvature of the earth, and is described by:

$d_{lon} = lon2 - lon1$

$d_{lat} = lat2 - lat1$

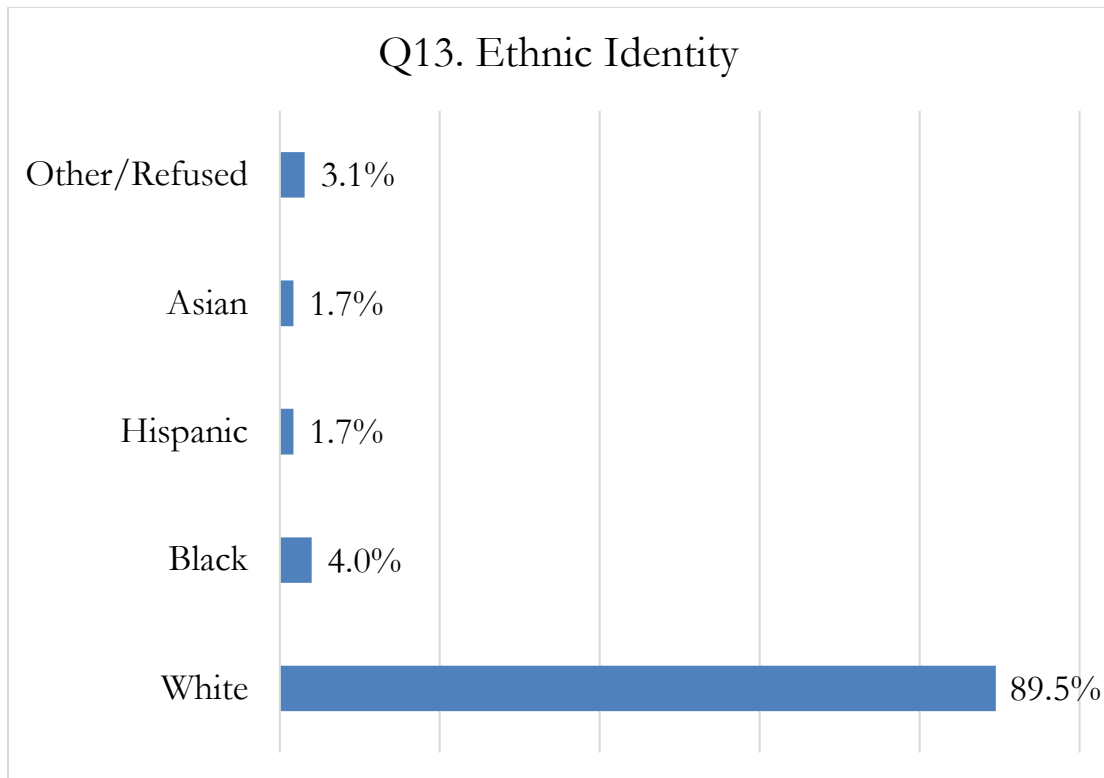
$a = (\sin(d_{lat}/2))^2 + \cos(lat1) * \cos(lat2) * (\sin(d_{lon}/2))^2$

$c = 2 * \text{atan2}(\sqrt{a}, \sqrt{1-a})$

$d = R * c$  (where R is the radius of the Earth).



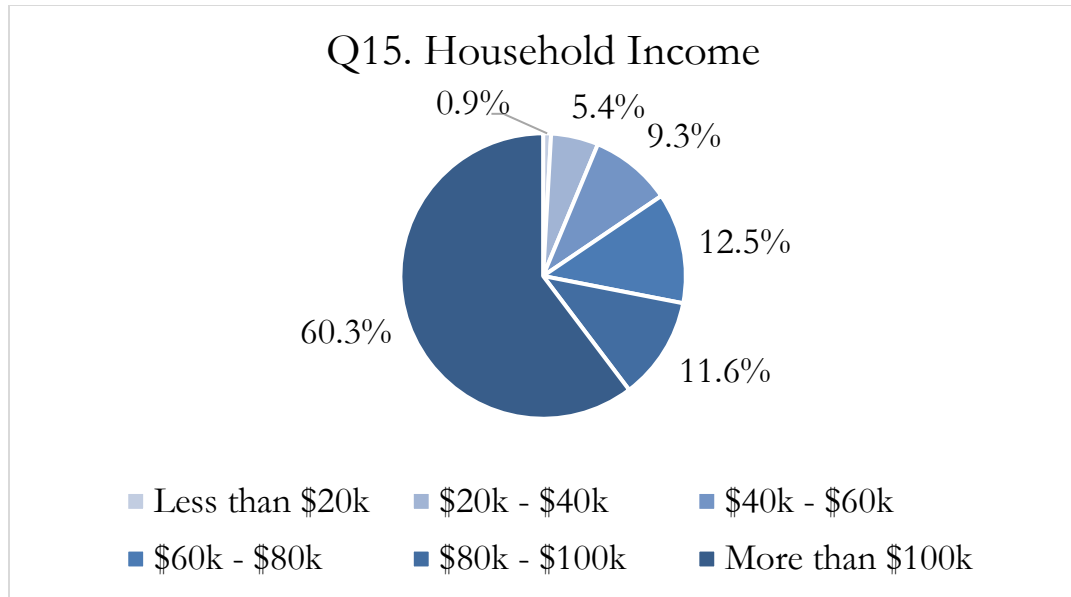
Figure 4: Low Racial Diversity of Sample



The final closed-end item (Q15) of the survey related to household income, with responses indicated in Figure 5 on the next page. Again, the respondent population was not representative of Virginia; the majority (60.3%) of the sample reported household incomes above \$100,000 per year. This compares to only about 35.8% of households at that income level based on 2018 U.S. Census data for the state of Virginia.

Overall, the “median” mailed survey respondent was a white female who lived in Cape Charles, had a high income, agreed that the historic charm of the town created value, and favored its preservation whether for repairs or for new construction. We will delve into these data much deeper in the regression analysis, below.

Figure 5: Respondents Reported Very High Incomes



## B. In-Person Survey

In contrast to the 15 items on the mailed survey, the in-person survey we conducted only contained 5 questions; we asked so few questions in order to limit survey fatigue (i.e., people ending the survey before it was over). Table 2 provides summary statistics for the Likert-style questions.

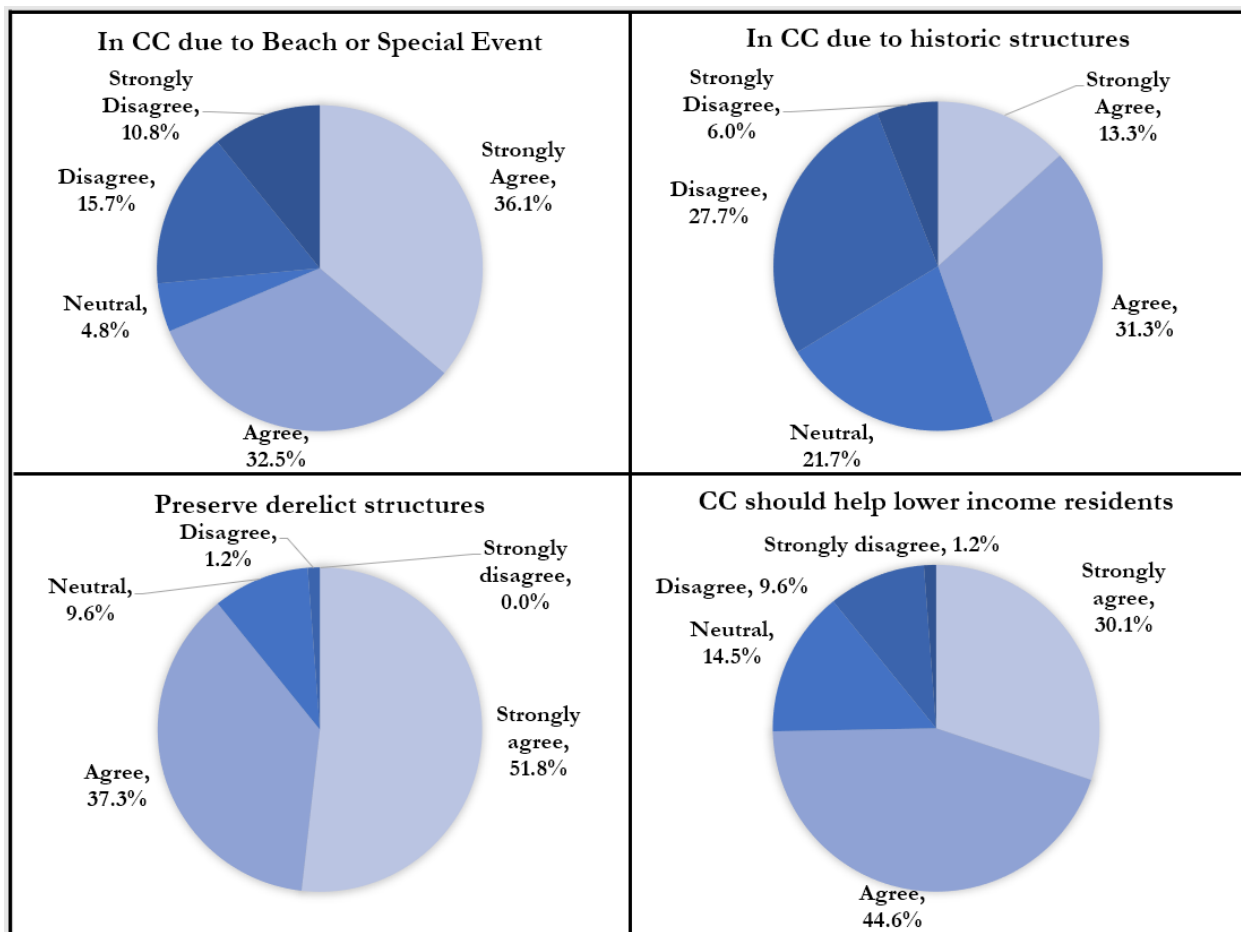
Figure 6 provides a summary of the questions in the form of pie-chart graphics.

Table 2: Responses from In-Person Survey

| Items from in-person survey                                                                               | # of Responses | Average | 1s | 2s | 3s | 4s | 5s |
|-----------------------------------------------------------------------------------------------------------|----------------|---------|----|----|----|----|----|
| Q1. I am in Cape Charles primarily because of the beach or a special event.                               | 83             | 3.67    | 9  | 13 | 4  | 27 | 30 |
| Q2. I am in Cape Charles primarily because of the historic nature of the houses and other buildings.      | 83             | 3.18    | 5  | 23 | 18 | 26 | 11 |
| Q3. Derelict historic buildings in Cape Charles should be repaired and renovated as opposed to torn down. | 83             | 4.40    | 0  | 1  | 8  | 31 | 43 |
| Q4. Cape Charles should help lower income residents to make historically accurate repairs to their homes. | 83             | 3.93    | 1  | 8  | 12 | 37 | 25 |

As with the mailed survey, a value of 5 corresponded to “strongly agree” and a value of 1 corresponded to “strongly disagree,” so higher average scores indicate stronger agreement with the sentiment. Table 2 (previous page) shows that the survey item that received the highest agreement (score of 4.40) related to preservation of derelict structures. There was also a strong belief (3.93) that the town should, “help lower income residents to make historically accurate repairs to their homes.” The other two questions related to the reason the respondent was in CC. Many agreed (3.67) that they were in town for a special event, likely an evening concert given the dates on which the survey was conducted (August 24 and August 31). Fewer were in town due to the historic nature of the town’s buildings, which is not surprising given the zip code analysis, discussed next.

**Figure 6: Likert-Style Responses from In-Person Survey**

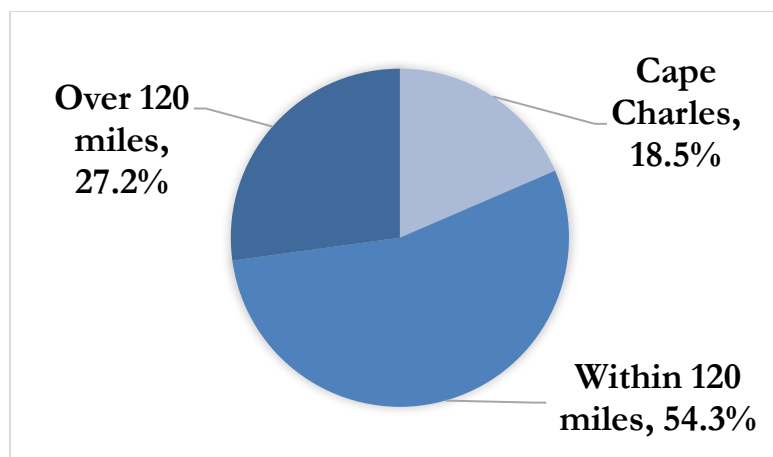




August, 2019 In-Person Survey Conducted in Central Park

In addition to the four Likert-style questions, we also collected data on respondent primary residence location (using zip code); the survey administrator assessed and recorded gender data. We found that, unlike the mailed survey, respondents were primarily from out of town, as fewer than one in five lived in CC. In terms of gender, the survey was essentially evenly split between men (51%) and women (49%).

Figure 7: In-Person Survey Distance Using Zip Code





## C. Facebook Survey

In the late fall of 2019, town authorities conducted an online survey using Facebook concerning public perceptions as part of the comprehensive plan initiative. That survey touched on a wide variety of issues; two questions, however, are relevant to the present study.

First of all, respondents were asked to assess the importance of several items related to preservation. (The question wording was, “Preservation - On a scale of 1 (little or no importance) to 5 (highest importance) please rate the following.”) The results are indicated in Table 3, which shows that the most agreement (highest score) was for preservation and enhancement of the public beach. The low number of observations for this item, however, calls into question the reliability of this finding. Another item relevant to our study includes the level of respondent support

**Table 3: Ranking Preservation Goals**

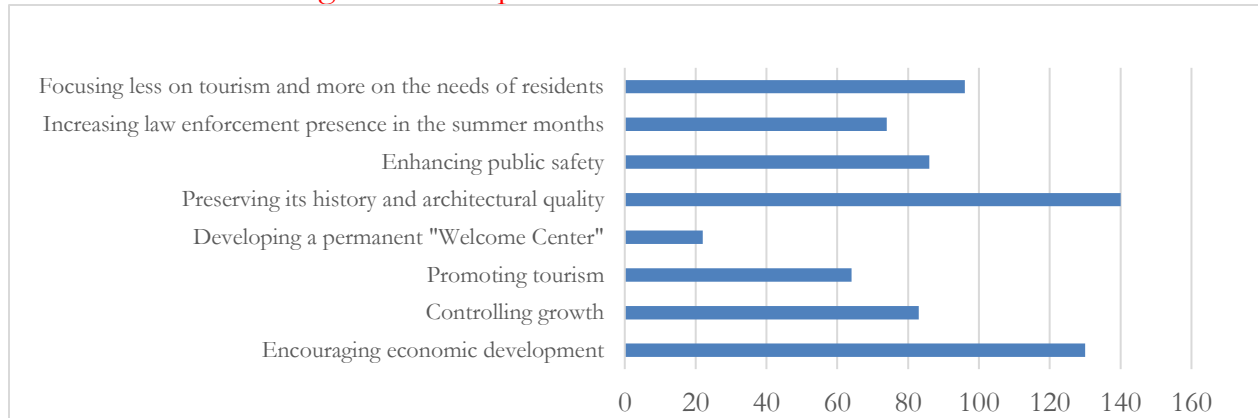
| Items from CC Facebook survey                                                | # of Responses | Average | 1s | 2s | 3s | 4s | 5s  |
|------------------------------------------------------------------------------|----------------|---------|----|----|----|----|-----|
| Preservation of the town's image as a "family centered" beach town community | 214            | 4.35    | 8  | 4  | 28 | 40 | 134 |
| Preservation of the town's image as a historic railroad town                 | 213            | 3.39    | 24 | 25 | 59 | 54 | 51  |
| Preservation and enhancement of the Historic District                        | 211            | 4.18    | 8  | 9  | 29 | 57 | 108 |
| Preservation and enhancement of the Town's Central Park                      | 213            | 4.26    | 5  | 8  | 24 | 66 | 110 |
| Preservation and enhancement of the Town's public beach                      | 51             | 4.80    | 0  | 0  | 1  | 8  | 42  |
| Preservation and enhancement of the Town's Welcome Center                    | 211            | 3.41    | 19 | 19 | 75 | 53 | 45  |
| Preservation and enhancement of the Town's deep-water harbor                 | 212            | 4.34    | 5  | 10 | 21 | 48 | 128 |
| Preservation and enhancement of the Town's retail center                     | 213            | 4.20    | 4  | 7  | 32 | 69 | 101 |
| Preservation and enhancement of the Town's open spaces                       | 213            | 4.34    | 2  | 5  | 31 | 56 | 119 |

for the historic district (4.18). As a reminder, any score above 3.0 constitutes agreement (on average across the sample). This means that survey respondents generally agreed with preserving and enhancing the historic district.

Second, respondents were asked to provide guidance on the comprehensive plan. The question was worded, “As it plans for the future, what should Cape Charles Comprehensive Plan focus on? Please only check your top 5 concerns).” Figure 8 provides results of these answers.

Again, preservation is revealed an important goal of the community since the answer with the most responses was, “Preserving its history and architectural quality” with 140 respondents indicating this as one of their top five goals for the comprehensive plan.

Figure 8: Comprehensive Plan should focus on:



### III. Representativeness: Comparing the Surveys

Each of the survey techniques (mailed, in-person, Facebook) have advantages. Our mailed survey had a very high response rate (about one-third, which is far in excess of the 5% or less standard response rate to mailed surveys in general). It also allowed a lengthy, detailed set of questions to be considered and completed at the leisure of the respondent. The in-person survey was very important for obtaining information from tourists and others without CC addresses. The Facebook survey had the advantage of being publicly available to everyone, not just utility customers and not just those that happened to meet a survey administrator during the summer concert season. Taken as a whole, the three surveys took place during a lengthy period, from late August through November. In this section of the study, we present data on the similarities and differences among the surveys in terms of respondent age, gender, and location.

In terms of age, the Facebook survey used rough categories; the mailed-in survey which simply asked for the year the respondent was born, giving a precise year rather than an age range. Nevertheless, we can infer that the Facebook respondents were younger on average, as indicated in

Table 4. About one-quarter of the online survey sample was younger than fifty; just under half were in their 60s or older. The majority of the mailed survey was in the oldest of the three Facebook age cohorts, but that group included only just under half of the Facebook respondents.

**Table 4: Age of Respondents in Facebook vs. Mailed Survey**

| Facebook Age Cohort | Mailed Survey | Facebook Survey |
|---------------------|---------------|-----------------|
| 60 or older         | 63.29%        | 49.76%          |
| 50s                 | 23.42%        | 24.64%          |
| Younger than 50     | 13.29%        | 25.59%          |

In terms of gender, both the mailed and in-person surveys were more or less balanced. The Facebook survey did not contain an item related to gender. In the mailed survey, about 53% of the respondents were female, whereas in the in-person survey about 49% were female.

All three surveys collected data about location or ownership of property in CC, so we can compare the samples of each. Most (79%) of the Facebook respondents owned a home in CC, whereas only 40% lived in CC full-time. Another fifth (21%) lived in CC part-time. This means that about 40% of the respondents were tourists or others who did not live in CC. The mailed survey also reflected geographic diversity. As reported above, when asked for the zip code of their primary residence, a little over half were “locals” who provided the CC zip code (23310); about a quarter lived “near” and provided a zip code within two hours drive or so; the remaining 22% provided a “far” zip code located more than 120 miles from town. Regarding the in-person survey, zip codes were more likely to be from outside of CC. Less than one fifth were locals, over half lived within two hours, and a little over one quarter (27%) lived further away than that.





## IV. Statistical Analysis

In this section, we employ statistical analysis of the data we have gathered, in order to provide deeper perspectives into how the three fundamental constituencies of the public think about the three lines of inquiry introduced at the start of the study. As a reminder, the key research questions can be briefly summarized as: beach vs. history, history is valuable, how to pay for preservation? The three distance-based constituencies were local, near, and far.

### A. Analysis of In-Person Survey Data

This section assumes a knowledge of some statistics, including correlation, p-values, and multiple regression analysis. We will summarize the findings below for readers who are less familiar with these methods.

We compared three survey items from the in-person survey (Q1—here because of the beach, Q2—CC should preserve derelict buildings, Q3—CC should help pay for lower income preservation) to the distance information embedded in the zip code of the respondent’s primary residence. We found four relationships that were statistically significant.

The first significant finding was that people who thought CC should help lower income households were also more likely to believe that CC should preserve derelict structures. This might reflect a more collectivist orientation or view of society being important vis-à-vis a more individualistic ethos. Second, we found that the three location categories (*local* or in CC [Zip Code is 23310], *near* CC [within 120 miles], and *far* from CC [more than 120 miles]) were related to some of the opinion items. Of these three groups (in CC, near CC, far from CC), those living in the town were less likely to support the idea that CC should preserve historic structures and they were also less likely to believe that CC should help lower income households repair them. In addition, we found that respondents in the “near” category (within 120 miles) were more likely to support the

idea that CC should help lower-income residents with historic preservation costs compared to those in the “local” or “far” categories.

## **B. Analysis of Mailed Survey Data**

For this section of the report, we analyzed the relationships between the Likert-style opinion data obtained in the first part of the survey against the demographic information obtained in the second half of the survey.

In terms of raw correlations between variables, we found quite a few that had statistical significance. Unsurprisingly, Q1 (primarily a beach) was negatively correlated with Q2 (primarily historic). Other findings were more interesting, such as the fact that emphasis on CC as a beach community was negatively correlated with almost every other Likert-style opinion, including Q3, Q4, Q5, Q6, Q7, and Q8. These findings were highly statistically significant, with p-values ranging from less than 1% to about 4%, considered strong enough to be published in good-quality academic journals. Clearly, and perhaps unsurprisingly, people who more highly valued the beach were less likely than others to value historic preservation. In terms of questions Q3 (charm drives value), Q4 (new construction), and Q5 (repairs), many people agreed with most of these statements. The third item of inquiry—how to pay for preservation—was the most interesting, and was encapsulated in Q6 (endowed fund) and Q7 (fees).

Among the demographic variables (Q9 – Q15), we found that females generally had lower education and lower income, which is not surprising given that educational and professional opportunities were limited for women during the decades in which many older Cape Charles residents would have been in their peak earning or learning years. We also found that incomes of people who indicated CC was their primary residence were somewhat lower compared to people who provided a primary residence outside of the town. This could be driven by the fact that very

wealthy respondents had additional properties outside of town, and therefore reported a primary residence outside of CC.

We performed some multiple regression analysis<sup>6</sup> on the Likert-scale opinion items, to determine if any demographic values (age and education) were associated with the strength of various opinions. Results are in Table 5. Given there was substantial agreement on items Q3 (repairs), Q4 (new construction), and Q5 (charm drives value), we do not report full results for estimations using these as dependent variables. One consistent finding was that women expressed stronger agreement with Q5; they clearly associated historic charm with pecuniary property value.

A number of other results reported in Table 5 reflected statistically significant relationships. The strongest evidence is indicated by three stars, which is reported three times on the table. More highly educated respondents (those with a graduate degree) were *significantly less likely* to believe that CC is primarily a beach community. This is controlling for gender, domicile, income level, and age. Using the same controls, women were *more likely* to believe that CC is “primarily a historic town that also has a beach.” Finally, respondents with a household income of \$100,000 or more were less likely to agree that the town should establish an endowment to support preservation. This finding is interesting because people in this income group are not less likely than others to agree that the charming, historic nature of homes in CC contributes to property values.

Some other relationships were less strong, but still statistically significant (indicated by either \*\* or \* on the table). Respondents from high income households and who were older were less likely to agree that CC is primarily a beach community. Older respondents also were more likely to agree the town is primarily historic in nature. High educational achievement also is associated with a

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<sup>6</sup> Given that the dependent variables were categorical, taking the values of 1 through 5, we began by estimating negative binomial models. But the STATA software package we were using was not able to resolve an issue relating to concavity, so we report here results from ordinary least squares estimation. It goes beyond the scope of this report to investigate this issue further, but we hope to do so in the future in a more detailed statistical analysis of the data.

**Table 5: Multiple Regression Results**

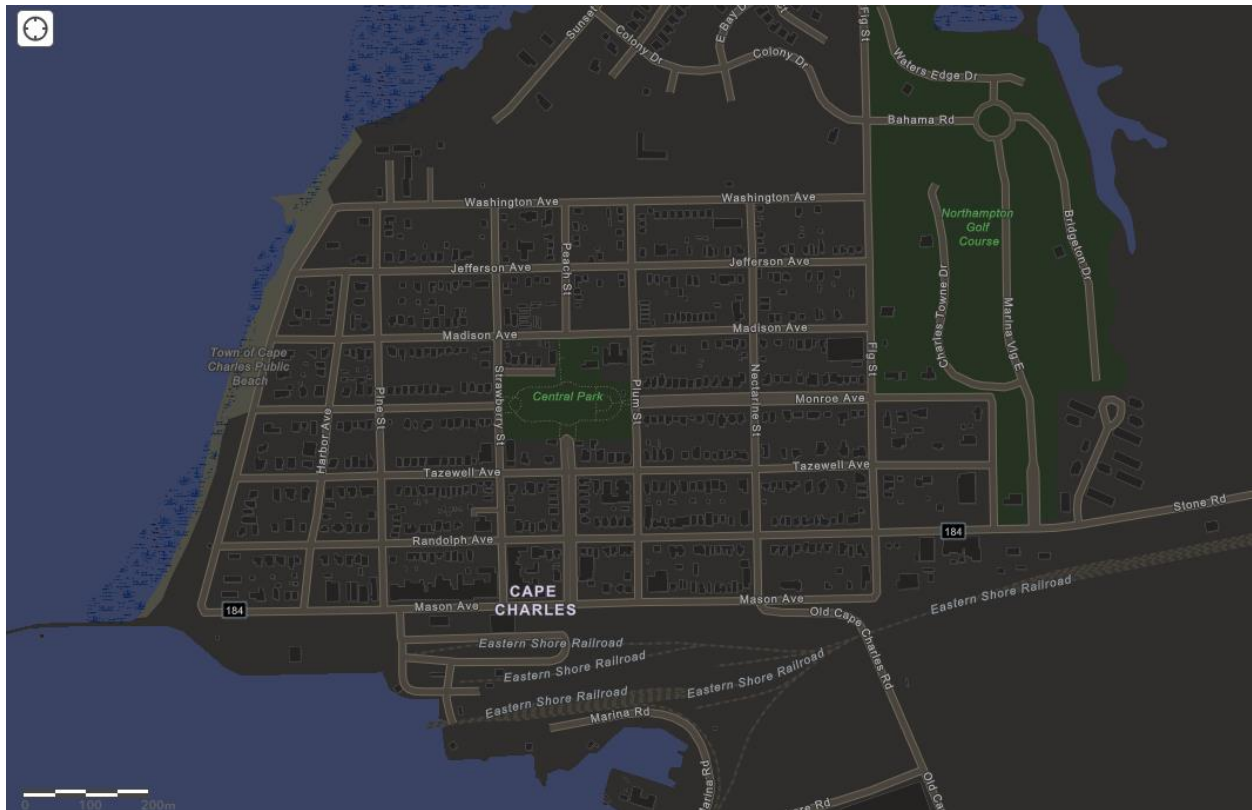
The table reports coefficients and T-values (in parentheses) for OLS regressions using categorical variables Q1, Q2, Q6, Q7, and Q8 taking the value of “1” for strong disagreement and “5” for strong agreement. Independent variables were dummies for graduate degree, female, local domicile, nearby domicile, and high income. Age was calculated as 2019 minus year born.

| Dependent Variable:                  | Q1                            | Q2                          | Q6                  | Q7                             | Q8                |
|--------------------------------------|-------------------------------|-----------------------------|---------------------|--------------------------------|-------------------|
| Highly Educated<br>(Grad degree = 1) | -0.46***<br>(-2.84)           | 0.22 <sup>†</sup><br>(1.50) | 0.34**<br>(2.10)    | 0.16<br>(0.92)                 | 0.01<br>(0.05)    |
| Female<br>(=1)                       | -0.24 <sup>†</sup><br>(-1.48) | 0.55***<br>(3.64)           | 0.15<br>(0.94)      | -0.07<br>(-0.43)               | 0.33*<br>(1.58)   |
| Local<br>(Zip 23310 = 1)             | -0.05<br>(-0.12)              | -0.06<br>(-0.18)            | -0.18<br>(-0.47)    | -0.66 <sup>†</sup><br>(-1.61)  | -0.43<br>(-1.05)  |
| Near<br>(Zip within 120 miles = 1)   | -0.08<br>(-0.21)              | 0.13<br>(0.37)              | -0.01<br>(-0.98)    | -0.643 <sup>†</sup><br>(-1.56) | -0.06<br>(-0.14)  |
| High income<br>(>\$100k = 1)         | -0.30*<br>(-1.66)             | -0.01<br>(-0.03)            | -0.55***<br>(-3.06) | -0.33*<br>(-1.70)              | 0.15<br>(0.76)    |
| Age                                  | -0.02**<br>(-2.48)            | 0.01*<br>(1.85)             | -0.002<br>(-0.39)   | 0.002<br>(0.32)                | 0.002<br>(0.26)   |
| Obs.                                 | 267                           | 268                         | 272                 | 270                            | 270               |
| R <sup>2</sup>                       | 6.43%                         | 6.85%                       | 5.34%               | 2.51%                          | 3.54%             |
| F-Test                               | 2.98***                       | 3.20***                     | 2.49*               | 1.13                           | 1.61 <sup>†</sup> |

Note: T-statistics in parentheses. Levels of significance at the 1%, 5%, 10%, and 15% levels are denoted by \*\*\*, \*\*, \*, and <sup>†</sup>, respectively

stronger belief in a fund to help low income households make repairs. Higher income respondents were less likely than others to support fees levied against guideline violations. Women were more likely to agree that new development should be restricted in the historic core of CC.

Finally, a few relationships are worth noting, but at only a 15% level of significance (denoted by a <sup>†</sup> on the table); they are more tenuous. There was some evidence that more educated respondents believed that CC is primarily a historic town. Compared with the few respondents that reported primary residence zip codes more than 120 miles from CC, those in and near the town were less likely to support establishment of an endowment for repairs in lower income households.





There were only a small number (15) of such respondents, and perhaps they were of very high incomes so that they did not feel they would notice a burden of higher fees.

## V. Summary, Conclusion and Policy Recommendations

The study opened with a discussion of three different areas of inquiry and three different constituencies. In this final section of the report, we provide an overview of our central findings, and make some policy suggestions.

### A. Summary of Major Findings

We summarize our findings in Figure 9 on the next page, which presents a matrix of overall opinions as well as how different groups varied along the three key research questions. Overall, there was strong support for the historic character of the town, and highly educated respondents and women were even more likely to agree this was even more important than the beach. In addition, there was strong general agreement that the historic look and feel of structures in the community was important and created value. The comments left by respondents to the various surveys also generally supported the historical nature of the town and believed it was valuable, in either a pecuniary or nonpecuniary sense.

The third research issue, however, exhibited the least level of consensus. Highly educated respondents were more likely to favor the creation of an endowment or fund to help support historically accurate repairs for lower income residents (survey item Q6), but respondents with higher incomes did not agree. For the subset of 110 mailed survey respondents with *both* high incomes *and* graduate degrees, there was almost an even split on item Q6, with an average score of 2.95, slightly higher than the score of 2.86 for those who had one or none of these characteristics.

**Figure 9: Summary Matrix**  
*Policy-Relevant Opinions Regarding Historic Preservation in CC*

| <i>Research Questions →</i>                                     |                                                                          | <i>Fundamental character of town: beach or history?</i>                                                                                                                                                                                         | <i>Does the town's historic charm create economic value?</i>                                                                                               | <i>How should we attract resources to preserve integrity of the built environment?</i>                                                                                                            |
|-----------------------------------------------------------------|--------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b><i>Beliefs and findings common to all constituencies</i></b> |                                                                          | <b>More agreement that the town is primarily historic than a beach community, especially highly educated and women</b>                                                                                                                          | <b>High levels of agreement that charm creates value, and that both new construction and repairs and renovations should preserve it</b>                    | <b>Differing opinions, with highly educated more likely to support a fund to help low income homeowners make historically accurate renovations; higher income less likely to agree with this.</b> |
| <b>Beliefs of the Different Constituencies</b>                  | <i>Constituency #1: Primary residence located in CC zip code</i>         | On average, agreed history was more important than beach                                                                                                                                                                                        | On average, agree that town's charm enhances property values                                                                                               | Complicated and difficult to summarize; disagreement on how best to do this                                                                                                                       |
|                                                                 | <i>Constituency #2: Live within 120 miles of CC</i>                      | Neither more or less likely to value the beach over the historic nature of the town.                                                                                                                                                            | Somewhat tenuous evidence this group is <i>more</i> likely to believe charm creates value, even compared to the other two groups                           | Highest average belief that derelict structures should be repaired and renovated, based on in-person survey                                                                                       |
|                                                                 | <i>Constituency #3: Economic relationship with town (e.g., tourists)</i> | Tourists queried in the in-person surveys generally believed in the importance of the beach, for obvious reasons. Yet non-locals were <i>more likely</i> than locals to feel that derelict structures should be repaired rather than torn down. | Even more likely than other two groups to believe that derelict structures should be repaired, consistent with the belief that preservation creates value. | Strong belief that the town should help low-income residents with historically accurate repairs.                                                                                                  |





## **B. Policy Recommendations**

We were engaged to help the town's leaders understand public opinion about historic preservation in Cape Charles to foster the creation of updated preservation plan. Unsurprisingly, the overall public—and various constituencies within it—has different notions and opinions about general values and specific ideas relating to preservation. It would not have been meaningful to ask, for example, detailed questions about construction approval processes or detailed architectural features that will form an integral part of any historical preservation plan, zoning ordinance, or guidelines.

Our recommendations for an updated historic preservation plan are forward-looking, and take into account the current situation as well as likely future developments. The public strongly agreed that preservation was important, so our first recommendation is for the town's policymakers to take these sentiments seriously. One interesting comment from a resident was that the town would not have survived its economic downturn a few decades ago had not the historic nature of the town drawn newcomers.

Second, the town is about to be built out, with fewer and fewer vacant lots. The existing desire for more workforce housing might accelerate. Therefore, another policy recommendation we have is to allow these sorts of changes, but to apply, for example, form-based codes that guide the overall appearance of structures but do not dictate how they can be used by property owners or residents. On this front, it will be difficult to balance the advantages that come from the removal of property rights restrictions against the desires of some current homeowners to promote year-round residents as opposed to vacationers.

Finally, we suggest that the town engage in a process of education that will help both business owners and residents understand and conform to any new guidelines, and help them take advantage of any subsidies or tax credits that might be helpful. Given the differences of opinion

about the best methods to subsidize and support repairs that preserve the look and feel of households with lower incomes, we would suggest further study on this front, and perhaps the creation of a blue ribbon panel or *ad hoc* advisory committee consisting of community leaders, contractors, potential donors, fundraisers, and lower income residents.

Cape Charles possesses a valuable, historic built environment. Although certain controversies have developed regarding some processes associated with the historic review system, the town has a deep well of highly educated, sophisticated, and experienced residents that we feel will continue to guide the development of the town toward policies that will preserve and protect this important legacy.



## Appendix A: Comments from Phase 1 Meetings and Surveys

To obtain public perceptions that would inform the questions and wording for the mailed and in-person surveys, we conducted a number of charettes or public input sessions during the spring of 2019. We produce here the comments that were made, per notes taken at the meetings.

### *1. General public Meeting on 4 March, 2019*

On this date, Dr. Sheri Shuck presented a PowerPoint lecture with a number of audience participation questions designed to motivate discussion about historic preservation. A summary of that meeting is located as Figure A-1.

### *2. Qualtrics Online Follow-Up Survey from 4 March, 2019 meeting*

Each attendee of the March 4 meeting that provided an email address received a follow-up survey via email. The responses to the questions were as indicated in Table A-1. For this meeting<sup>7</sup> we conducted a paper survey, as well as an online follow-up, each of which are reported below. Ten questions were posed to the respondents, along with two Likert-scale questions with responses located in Table A-1.

### *3. Joint Meeting on 7 May, 2019: CC Planning Commission and Historic District Review Board*

During this meeting, we gathered information in two ways. We distributed paper copies of a brief survey with results indicated in Table A-2. We also took notes on a 2-foot-by-3-foot pad of easel-mounted paper. The comments are contained in Table A-3. These comments were very helpful in motivating the surveys we conducted in the second half of 2019. Comments indicated in red from Table A-3 were directly used to motivate survey items in the mailed survey and the in-person survey conducted in the second half of 2019.

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<sup>7</sup> Available at: <https://capecharles.municipalcms.com/files/documents/HistoricDistrictReviewBoardMinutes05-07-19121008062619PM1701.pdf>

## Figure A-1: Summary of March 4 Meeting

### Notes from March 4, 2019 Cape Charles open meeting

The meeting began with the presentation from Dr. Shuck, after a kind introduction from Mr. Zach Ponds. The following description follows somewhat from the formal content Dr. Shuck's presentation, but the major focus of taking notes was to capture voices from the various community members in attendance (see photos at end of the document for a visual impression of the attendees.)

Dr. Shuck mentioned that “restoration” is distinct from “rehabilitation” which is in turn distinct from adaptive use. An example of restoration would be to tear off aluminum siding, or replace a second floor or to jack a house up so its elevation increases. Rehabilitation involves adaptive use, including modern plumbing, kitchen appliances, a focus on energy efficiency and HVAC installation. Adaptive use was pioneered by the National Trust for Historic Preservation, including compliance with the Americans with Disabilities Act—purists dislike this. “Preservation” is an approach that would not include modern plumbing, for example.

What motivates preservation? One reason is that historic buildings become an asset to the community, similar to the role played by the beach and the harbor. Nostalgia is another motivation; people value authenticity (as opposed to a reproduction). This goes beyond just physical structures, and could include trying to preserve the tree scape or to improve the beach.

Many comments were made by participants in the meeting, with a free-flowing discussion that took place after the end of Dr. Shuck's prepared remarks. Someone mentioned that there used to be more civic activity around the historical legacy of the town. For example, there was once an annual event similar to Richmond's Bellevue Garden Walk. On a given Sunday in April, people would be able to tour homes—just for the community, it wasn't advertised to the general public. Also, there was once more participation in the Virginia state garden tour.

According to a recent real estate market study, about 1/3 of historic homes are owned today by people who don't live here. About 486 homes are not owner-occupied.

There was discussion about the essential nature of Cape Charles—is it a historic district with a beach, or a beach town with a set of historic buildings? The story in broad strokes is that when the railroad went away, the town fell into disrepair. Dr. Hall (also of the Public History Center at CNU) raised the question of trying to find similar towns elsewhere that could help act as a blueprint for a Cape Charles preservation plan. One knowledgeable member of the audience suggested Cape May of New Jersey might be a good comparison.

Dr. Shuck mentioned that one idea going forward would be a biographical approach to telling the history of select houses, using archives and oral history.

Some other issues that were discussed included motivating people to take history more seriously through education about zoning. Cape Charles was characterized as being “income separated” with some wealthy people, but others who were more resource-constrained. Similarly, some structures were not built solidly, and often are torn down. Historical restoration is expensive, and not every aspect of the built environment will be able to attract investors and/or warrant careful preservation.

Some in the room lamented the fact that some old structures have been torn down that could easily be saved. For example, the beautiful Mansard Hotel and a grocery store with doors that opened at an angle to the street have been lost. Every department in the town might not have the full picture or be on the same page when it comes, for example, to misaligned incentives—people who are focused on engineering might be tempted to declare a building unsafe even if it could be saved with proper resources, but if there is a lack of historical appreciation, it might be difficult to balance safety against history. Town Manager Larry DiRe mentioned that 38 structures have been demolished since 2002, and that two more are in imminent danger (see photos at the end of this document). One person mentioned the well-known preservation cases related to Grand Central Station and Madison Square Gardens. Even in Cape Charles, property owners must comply with preservation guidelines.

A brochure with a walking tour of Cape Charles was mentioned as well. One person raised the issue as to how extensive should historic protections be—should someone have to apply for a permit to paint their house a certain color, for example? Sometimes it is hard to get people to agree. The Rosenwald School is not in the historic district, but there was talk of preserving it for some community-centered adaptive use. There was discussion about the extent of the “overlay” and it was mentioned that some houses are certified and some are not. People also discussed the idea of keeping the grid-based circulation pattern of traffic. A review of the Harbor district was also mentioned as something to be planned in the future. Also, the 40 acres that used to be the railroad—the community needs to think hard about this.

Finally, someone mentioned that the preservation plan should be a reminder to ourselves (the people of the Cape Charles area), of where we came from AND also serve to educate newcomers.



**Table A-1: Qualtrics Follow-Up Survey from March 4 Meeting**

| Survey Item                                                                                                                                                                                                                        | Responses                                                                                                                                                                                                                                                                                                                                                                       |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Thank you for attending the meeting on March 4. We would like to follow it up by offering a chance for you to weigh in regarding several issues that were discussed.<br>The first question is: How did you hear about the meeting? | Cape Charles morning news - computer                                                                                                                                                                                                                                                                                                                                            |
|                                                                                                                                                                                                                                    | Council meeting and town newsletter/Facebook                                                                                                                                                                                                                                                                                                                                    |
|                                                                                                                                                                                                                                    | email from the Town staff                                                                                                                                                                                                                                                                                                                                                       |
|                                                                                                                                                                                                                                    | From the Town                                                                                                                                                                                                                                                                                                                                                                   |
|                                                                                                                                                                                                                                    | Gazette, Cape Charles Happenings, Mirror                                                                                                                                                                                                                                                                                                                                        |
|                                                                                                                                                                                                                                    | HRB board                                                                                                                                                                                                                                                                                                                                                                       |
|                                                                                                                                                                                                                                    | I did not hear about the meeting. Had I heard, I would have been present.                                                                                                                                                                                                                                                                                                       |
|                                                                                                                                                                                                                                    | I did not.                                                                                                                                                                                                                                                                                                                                                                      |
|                                                                                                                                                                                                                                    | I happen to go on the town website and opened an agenda for the regular town council meeting and saw this was the agenda.                                                                                                                                                                                                                                                       |
|                                                                                                                                                                                                                                    | I never heard about the meeting, unfortunately.                                                                                                                                                                                                                                                                                                                                 |
|                                                                                                                                                                                                                                    | Internet                                                                                                                                                                                                                                                                                                                                                                        |
|                                                                                                                                                                                                                                    | local newsletter                                                                                                                                                                                                                                                                                                                                                                |
|                                                                                                                                                                                                                                    | Neighbor                                                                                                                                                                                                                                                                                                                                                                        |
|                                                                                                                                                                                                                                    | Never did                                                                                                                                                                                                                                                                                                                                                                       |
|                                                                                                                                                                                                                                    | Out of town, did not attend meeting                                                                                                                                                                                                                                                                                                                                             |
|                                                                                                                                                                                                                                    | This is my second pass at this survey so I shouldn't be counted as an extra individual. See below for comments.                                                                                                                                                                                                                                                                 |
|                                                                                                                                                                                                                                    | Through the Town Planner & Town Manager.                                                                                                                                                                                                                                                                                                                                        |
| What did you expect from the meeting, and did it meet or exceed your expectations?                                                                                                                                                 | Town email                                                                                                                                                                                                                                                                                                                                                                      |
|                                                                                                                                                                                                                                    | word of mouth                                                                                                                                                                                                                                                                                                                                                                   |
|                                                                                                                                                                                                                                    | could not be there preserving the way of life- including the buildings                                                                                                                                                                                                                                                                                                          |
|                                                                                                                                                                                                                                    | A bunch of 80-year-old people that can't handle change/of course not.                                                                                                                                                                                                                                                                                                           |
|                                                                                                                                                                                                                                    | Came into meeting without any expectations since agenda/content was not known. Expected to hear more about plans/steps for updating the preservation plan.                                                                                                                                                                                                                      |
|                                                                                                                                                                                                                                    | direction on how to set a vision and develop a strategy                                                                                                                                                                                                                                                                                                                         |
|                                                                                                                                                                                                                                    | Expected on overview on the preservation process and possible next steps as it pertains to Cape Charles. The meeting totally met my expectations.                                                                                                                                                                                                                               |
|                                                                                                                                                                                                                                    | Hoped to hear a plan for protecting historic resources                                                                                                                                                                                                                                                                                                                          |
|                                                                                                                                                                                                                                    | I expected that we would discuss our Town's existing Preservation Plan and next steps to updating it; however, I was very glad to see that we started with a basic preservation primer! So, in that way, my expectations were exceeded.                                                                                                                                         |
|                                                                                                                                                                                                                                    | I had hoped to learn about the various types of buildings in Town and how they contribute to the Historic District                                                                                                                                                                                                                                                              |
|                                                                                                                                                                                                                                    | It certainly met my expectations                                                                                                                                                                                                                                                                                                                                                |
|                                                                                                                                                                                                                                    | It exceeded my expectations. I expected to be told what had already been decided.                                                                                                                                                                                                                                                                                               |
|                                                                                                                                                                                                                                    | More history of Cape Charles historic buildings                                                                                                                                                                                                                                                                                                                                 |
|                                                                                                                                                                                                                                    | n/a                                                                                                                                                                                                                                                                                                                                                                             |
|                                                                                                                                                                                                                                    | n/a                                                                                                                                                                                                                                                                                                                                                                             |
| What do you think are the main elements that should be included in the updated historic preservation plan for Cape Charles?                                                                                                        | NA                                                                                                                                                                                                                                                                                                                                                                              |
|                                                                                                                                                                                                                                    | necessary steps to move forward - information was well presented but folks were looking for action steps                                                                                                                                                                                                                                                                        |
|                                                                                                                                                                                                                                    | All you have to do is look at the dilapidated buildings around Mason Ave. and on the way to Bay Creek and you have all the history you need.                                                                                                                                                                                                                                    |
|                                                                                                                                                                                                                                    | exterior preservation of existing structures, new structures fitting into existing design, out buildings fitting into the design of structures on the property.                                                                                                                                                                                                                 |
|                                                                                                                                                                                                                                    | Historical preservation of the existing homes. Cape Charles is in the process of becoming Disney-fied. Bright houses, expanded to more floors, residences over garages. Brick buildings downtown that have none of the original character!                                                                                                                                      |
|                                                                                                                                                                                                                                    | I sincerely hope we stop "demolition by neglect." I would like to see all the contributing homes remain and not be demolished. Hopefully the plan could help homeowners determine the age and historic significance of their home, appropriate ways to improve existing structures, appropriate paint colors and painting guidelines, and appropriate materials. It should also |



|                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                                                                                                                   | contain information on how to obtain financing for such renovations (if available). The Town should offer some sort of recognition or reward for appropriate improvements.                                                                                                                                                                                                                                                             |
|                                                                                                                                                                                                                                                                   | it should be more prescriptive and reduce chances for the review board to have to make subjective decisions.                                                                                                                                                                                                                                                                                                                           |
|                                                                                                                                                                                                                                                                   | More respect and cooperation by the Town for the Historic District Review Board                                                                                                                                                                                                                                                                                                                                                        |
|                                                                                                                                                                                                                                                                   | not sure, but at least: 1) a narrative of what makes Cape Charles worth preserving (culture/architecture/use); 2) a survey of the historic district (to identify the contributing historic assets); 3) a short section that would describe the preservation efforts (successes and possible failures) since the first plan was adopted; and 4) next steps for implementing a plan for the future.                                      |
|                                                                                                                                                                                                                                                                   | Not to expand the plan to include the harbor area but to keep it focused on what is now considered the historic part of town. Making a distinction between truly historic structures vs. others, including new construction, and not holding the same standards for all within the boundary. Ultimately being very clear as to what those standards are that eventually get adopted into ordinance space and not in 'guideline' space. |
|                                                                                                                                                                                                                                                                   | Original windows and siding have a clear directive                                                                                                                                                                                                                                                                                                                                                                                     |
|                                                                                                                                                                                                                                                                   | preserve all time periods in the life of the town                                                                                                                                                                                                                                                                                                                                                                                      |
|                                                                                                                                                                                                                                                                   | Protect historic commercial buildings (one was recently torn down); remove vinyl siding from approved use; preserve viewsheds                                                                                                                                                                                                                                                                                                          |
|                                                                                                                                                                                                                                                                   | Railroad elements. Tourist train.                                                                                                                                                                                                                                                                                                                                                                                                      |
|                                                                                                                                                                                                                                                                   | Requirements to maintain our historic designation, how we are performing vs requirements, training plan for historic review board to ensure that they understand requirements, plan for minimum historic standards for home restorations, penalties for non-compliance.                                                                                                                                                                |
|                                                                                                                                                                                                                                                                   | The 1996 Plan has the requisite detail. The updated plan should follow similar main elements but also tie in with the Historic District Guidelines and be in consonance with the 2016 Comp Plan.                                                                                                                                                                                                                                       |
|                                                                                                                                                                                                                                                                   | The largest problem is the Historic District Review Board does not follow the guidelines as stated. They continually allow items to be approved that are beyond the guidelines. The individual "neighborhoods" in Cape Charles are now a mishmash of architectural design. The history of "Jersey Town" has not been preserved.                                                                                                        |
|                                                                                                                                                                                                                                                                   | To preserve the historic flavor of the town and the small town feel of the community.                                                                                                                                                                                                                                                                                                                                                  |
|                                                                                                                                                                                                                                                                   | We need broader plan of development especially the harbor area. I now there is one but no one knows what it is.                                                                                                                                                                                                                                                                                                                        |
| Do you have any opinions about the two historical structures that were identified by Town Manager Larry DiRe as being under imminent threat of demolition? How might the town act to preserve them, and other buildings that might face this issue in the future? | try to find interested buys                                                                                                                                                                                                                                                                                                                                                                                                            |
|                                                                                                                                                                                                                                                                   | crowdfund basic repairs to make safe then charge the owners; do not let owners continue to earn increased prices of land that held demolished buildings (why should they profit???)                                                                                                                                                                                                                                                    |
|                                                                                                                                                                                                                                                                   | I am not aware of these two buildings.                                                                                                                                                                                                                                                                                                                                                                                                 |
|                                                                                                                                                                                                                                                                   | I don't know what buildings are being referenced. Again, we are not preserving, except when high income folks come into town and turn a house into a luxury rental property or second home.                                                                                                                                                                                                                                            |
|                                                                                                                                                                                                                                                                   | I think the Town should follow Sec. 8.21 of the historic district overlay in the Zoning Ordinance to analyze each structure under threat.                                                                                                                                                                                                                                                                                              |
|                                                                                                                                                                                                                                                                   | I think there should be a lot of public exposure if a building is being considered for demo. Plenty of lead time to see if support can be generated for preservation. And more experts in Volvo's in the decision such as engineers and preservation experts.                                                                                                                                                                          |
|                                                                                                                                                                                                                                                                   | I was not at the meeting                                                                                                                                                                                                                                                                                                                                                                                                               |
|                                                                                                                                                                                                                                                                   | I wasn't able to attend the meeting so am unaware of which buildings these are. I'm not sure of the legal ramifications, but if it's possible to legally force the owner to stabilize the building or force the sale of it to have it restored.                                                                                                                                                                                        |
|                                                                                                                                                                                                                                                                   | local, state and federal funding                                                                                                                                                                                                                                                                                                                                                                                                       |
|                                                                                                                                                                                                                                                                   | no opinion on the two structures - I expect there are good models and best practices that can be studied                                                                                                                                                                                                                                                                                                                               |
|                                                                                                                                                                                                                                                                   | no.                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|                                                                                                                                                                                                                                                                   | Not sure I even know what they are.                                                                                                                                                                                                                                                                                                                                                                                                    |
|                                                                                                                                                                                                                                                                   | Possibly reach out to the owners and work with them to make restorations happen.                                                                                                                                                                                                                                                                                                                                                       |



|                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                                                                                                                                                               | <p>They should not be demolished .... The Town should work with the owners as much as possible. The decision to demolish any structure should be carefully considered by both the Town Manager and a designated group. The designated group should be composed of people who have an understanding of construction and renovation. Hopefully there would be certified contractors, architects, a historian or other highly qualified people. The people who make this decision should be committed to preservation and strategic thinkers... they should be people who can "think out of the box" to find ways to fix, repair, maintain, finance, etc. I also think the Town should highlight structures that have been renovated appropriately.... perhaps a picture of the structure before and after ....</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|                                                                                                                                                                                                                                                                                                               | <p>The town should not expend taxpayer money to preserve historic structures without the ability to recover the money. A structural engineer should determine the ability to determine the feasibility of retaining the exterior and costs associated with this. This should only be applicable to the main historical structures within the overlay district and not all homes. The 50% demolition criteria should be looked at to see if this needs to be more specific in detail, interior and/or exterior. Right now, it is very subjective in nature. Separate in ordinance space truly historic buildings from all homes in the historic district.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <p>In general, how can/should Cape Charles best balance the rights of property owners to have autonomy over decisions that impact the value of the real estate they own, but at the same time protect the heritage and historical legacies that provide value for home owners and the community at large?</p> | <p>1. Better communication that people who buy in or live in a national historic district with the zoning overlay will have additional requirements to meet. 2) Recognition that the contemporary use of historic structures and materials must be included - balance purist preservation with useful and complementary rehabilitation.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|                                                                                                                                                                                                                                                                                                               | <p>A clear strong Preservation Plan that is BACKED by ordinances should be available on the front page of the town website. And every house that sells in the historic district should have it disclosed in the listing that there is the preservation Plan is</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|                                                                                                                                                                                                                                                                                                               | <p>buyers of historic buildings should be informed before purchase of the limitations on changing historic structures--if they don't like them, they should not purchase the property</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|                                                                                                                                                                                                                                                                                                               | <p>By having both parties (resident &amp; town) work together to maintain the integrity established within the ordinances &amp; guidelines of the town.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|                                                                                                                                                                                                                                                                                                               | <p>Could the town guarantee low-interest loans for repairs for needy homeowners? or negotiate discount rates with contractors for town approved projects for needy homeowners (like basic roof repairs or painting) to preserve the homes?</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|                                                                                                                                                                                                                                                                                                               | <p>develop a clear set of guidelines, communicate it clearly and enforce it consistently</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|                                                                                                                                                                                                                                                                                                               | <p>Have a clear directive on what is considered important to save when doing renovations. Also maybe consider fines for work being completed without review like replacing siding with vinyl</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|                                                                                                                                                                                                                                                                                                               | <p>I feel there are things that can be done to a structure that enhance it that are within the scope of historical accuracy that are not original to the structure and that some leeway should be given for the tastes and sensibilities of the home or land owner. There are a variety of architectural styles represented in town and from reading the historic review board guidelines, I have the impression some are not included in the current wording of the guidelines even though the structures are now 60 years old or more. These property owners have the rights to do anything they want and their next-door neighbors have guidelines to follow. This doesn't seem right to me. Also, in my humble opinion, new houses being built should follow some design guidelines so that they better fit the flavor of the town. I will express a very personal opinion here. I was extremely disappointed in the changes and expansion of the newer home near the corner of Mason Ave and Bay. It looks as big as a hotel and although not unattractive, in my humble opinion, is totally inappropriate to the architecture both surrounding it and the town. If there were guidelines governing this expansion, I believe this would not have been done.</p> |
|                                                                                                                                                                                                                                                                                                               | <p>In the past there have been people who did what they wanted .... instead of asking permission (or sometimes when permission was denied) they did what was convenient or cheapest. If the Town or the Review Board denies appropriateness, their decision should stand. People or businesses who flagrantly ignore guidelines should pay the consequences. We are a small Town. Surely there are people who work for the Town who can notice when builders are doing unapproved work.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|                                                                                                                                                                                                                                                                                                               | <p>Other towns have restrictions on development of historic districts. Find a model that AT LEAST maintains the external historical structure.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |

|                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                            | Property owners should be made aware when they come in that the area is designated as an Historical site and should be made aware, they must follow guidelines. There are many other properties outside of the Historic District that can be developed.                                                                                                                                                                                                                                                                                 |
|                                                                                                                                                                            | Separate the truly historic structures from all others. Internal decisions are up to the home owner. Look at functionality issues such as chimneys, no longer used and yet when people try to renovate, the HDRB at times prohibits removal. Sometimes in front of the house and sometimes in the rear where people can't even see them. Removal of non-functional chimneys opens up floor space.                                                                                                                                       |
|                                                                                                                                                                            | The value of the real estate in the historic district is dependent on the integrity of the historic district in total. Town should study other historic districts that do this well - old town Alexandria, Mount Vernon or Bolton Hill in Baltimore, Capitol Hill on DC. Historic preservation typically increases real estate value and property owners chose to own property in an historic district, so the rights of the individual cannot be the priority.                                                                         |
|                                                                                                                                                                            | They have their work cut out for them.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|                                                                                                                                                                            | they must follow the rules as set forth by the town, historical review board and zoning. If you bought an old home then you need to be willing to play by the rules.                                                                                                                                                                                                                                                                                                                                                                    |
|                                                                                                                                                                            | We need a fair and knowledgeable Historic committee.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| What are the most important architectural aspects of the existing historical structures that you think should be preserved, in terms of exterior design or other elements? | Everything seen by a pedestrian as they walk by, usually the front & side elevations 3/4 to the rear. Front porches, including turned spindle railings, and tongue & groove porch floors that run perpendicular to the front elevation. Sadly, much new construction is just pressure treating decking with wide boards run parallel to the front elevation, including deck railings with square pressure treated or vinyl sheathed spindles. Chimneys should not be allowed to be knocked down.                                        |
|                                                                                                                                                                            | Exterior design. Street scape.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|                                                                                                                                                                            | Exteriors should maintain their look, new structures should have a look to blend in their neighborhood                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|                                                                                                                                                                            | Facades & historical aspects setting the house apart.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|                                                                                                                                                                            | Facades, materials to the greatest extent practical, on homes - non enclosed porches, roof lines, window sizes and placement                                                                                                                                                                                                                                                                                                                                                                                                            |
|                                                                                                                                                                            | hmmmm.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|                                                                                                                                                                            | I feel that the original architectural style of a structure should be maintained, but details like shutters and the removal of nonfunctional chimneys should be more loosely examined. I'm somewhat afraid that if too many restrictions are placed on property owners, there will be no progress made in the town. That's not to say that a building of a 21st century ultra modern steel and glass structure should be allowed. But adding a french door or shutters to an existing building should have a more relaxed set of rules. |
|                                                                                                                                                                            | I think there is an open question between preserving vs establishing a common 'tone' for the town that needs to be resolved first                                                                                                                                                                                                                                                                                                                                                                                                       |
|                                                                                                                                                                            | open porches, Victorian trims, height differences in commercial district, 40-ft height limitation, small buildings in residential areas, low density, varieties of colors, open viewsheds                                                                                                                                                                                                                                                                                                                                               |
|                                                                                                                                                                            | Porches, windows and exterior details such as siding (at least the same profile even if replacing) and trim details                                                                                                                                                                                                                                                                                                                                                                                                                     |
|                                                                                                                                                                            | Porches, changes to the front appearance, changes to materials because they cannot be obtained, too costly, etc.                                                                                                                                                                                                                                                                                                                                                                                                                        |
|                                                                                                                                                                            | porches, chimneys, window openings & Front doors                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|                                                                                                                                                                            | Preserve the turn of the century look                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|                                                                                                                                                                            | Same size and outside features. A house in the 200 block of Harbor has gone from a 2-bedroom cottage to a 4-bedroom 3-story home, all approved by Historical Review committee.                                                                                                                                                                                                                                                                                                                                                          |
|                                                                                                                                                                            | This should not be a survey question - this is a question for experts like National Historic Trust. Preservation is not a consensus driven exercise.                                                                                                                                                                                                                                                                                                                                                                                    |
|                                                                                                                                                                            | Window sizes/mullions, porches, placement of the building on the site (traditionally all lined up), screened in front porches should be banned as they are not historically correct. Guidelines on removal of chimneys and the appropriate siding should be followed.                                                                                                                                                                                                                                                                   |
|                                                                                                                                                                            | Windows, Porches, shutters, roof lines, height limitations to additions or additional floors. Setbacks must be preserved.                                                                                                                                                                                                                                                                                                                                                                                                               |
|                                                                                                                                                                            | Woodwork                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |

|                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| A possible example of a "peer" or "aspirant" community that was mentioned in the meeting is Cape May in New Jersey. Can you think of other examples we might draw upon as we work together with the community to draft the preservation plan? | Cape and Cape May are quite different. Saugatuck, Michigan and Jamestown, Rhode Island may be better fits                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|                                                                                                                                                                                                                                               | Cape May is a good one. Old Town Alexandria; Mount Vernon, Bolton Hill, Federal Hill in Baltimore; Capitol Hill or Georgetown in DC.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|                                                                                                                                                                                                                                               | Culpepper Virginia                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|                                                                                                                                                                                                                                               | Edenton NC??                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|                                                                                                                                                                                                                                               | Georgetown, VA?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|                                                                                                                                                                                                                                               | Gloucester, Berlin, Spring Lake, NJ; Franklin, TN                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|                                                                                                                                                                                                                                               | I'm not sure at this point.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|                                                                                                                                                                                                                                               | no.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|                                                                                                                                                                                                                                               | Savannah                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|                                                                                                                                                                                                                                               | Smithfield, VA                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|                                                                                                                                                                                                                                               | Sorry no.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|                                                                                                                                                                                                                                               | St. Michael's                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Do you have any other comments, suggestions, or points of view that would help the CNU Public History Center as it drafts the preservation plan for Cape Charles?                                                                             | Cape Charles' history is based on the railroad and ferry industries but we do not celebrate that heritage. More family-oriented activities and exhibits would provide additional reasons for visiting                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|                                                                                                                                                                                                                                               | Cape Charles needs a lot of work.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|                                                                                                                                                                                                                                               | Having lived in other historic districts, I've been really disappointed that this topic is not taken seriously here. So many homes in town have been stripped of their character. If Town does not develop some expertise on this topic, more of our historic charm will be lost each day. A big and simple example - vinyl windows are not allowed on the front of homes in historic districts. Original windows are prized in other historic communities - they can be restored and re-glazed. Vinyl windows are not more energy efficient and windows are not even the primary source of heat loss in an historic home. And the builder grade front doors going on homes throughout the historic district are like black eyes. |
|                                                                                                                                                                                                                                               | Lay out the steps expected to be taken and targeted timeline so as to get. Understand that the input received will primarily be from people living in the historic district. When discussing use of town funds for preservation, we have a population that includes Bay Creek, etc. They, along with our-of-town home owners, may have a different perspective about spending town money on a section of town they do not live in.                                                                                                                                                                                                                                                                                                |
|                                                                                                                                                                                                                                               | no                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|                                                                                                                                                                                                                                               | None                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|                                                                                                                                                                                                                                               | Northampton County desperately needs worker housing, which can be put on the east end of the newly vacated railroad property and have taller structures since they will not impinge on historic viewsheds                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|                                                                                                                                                                                                                                               | not at this time.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|                                                                                                                                                                                                                                               | Not right now.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|                                                                                                                                                                                                                                               | Owners should be allowed to paint their houses whatever color they want, but exterior alterations to walls, windows, and porches should be reviewed.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|                                                                                                                                                                                                                                               | Pictures speak a thousand words.... Pictures of examples of appropriate historic renovations in the Town would allow people to see the benefits                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|                                                                                                                                                                                                                                               | Preserve the black history of the town particularly on the North side                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|                                                                                                                                                                                                                                               | The most important component of a plan that will ACTUALLY PRESERVE both the historic and new building in Cape Charles is a comprehensive Resilience Plan to mitigate the effects of sea level rise and increasingly violent storms. The beach dunes are frequently cut down to 8.5 feet above sea level, which will not be tall enough to prevent wind-driven surges. The town's stormwater drainage system is already inadequate, and will not handle the big storms that are coming. The town must mobilize local, state and federal resources both to come up with a Resilience plan and implement its recommendations.                                                                                                        |
|                                                                                                                                                                                                                                               | The term "preservation" is becoming increasingly inappropriate for Cape Charles, with the removal of the railroad history near the harbor, and the coming of a harbor developed to service large yachts.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |

|                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                | The undeveloped side of Mason Ave that is currently under the Harbor Review Board is about to be sold by the railroad to developers. It should now fall under Historic Review Board so that its heritage is preserved as well as new building construction can blend nicely with the old commercial buildings it shares Mason Ave with. Main Street is also working toward this goal. It would help to have both HDRB Reps on both the Harbor Review, and Main Street Boards. |
| Do you have any suggestions as to how we might contact interested members of the community who were not in attendance at the event on March 4? | broader advertisement. Problem is, most members do not live here full time.                                                                                                                                                                                                                                                                                                                                                                                                   |
|                                                                                                                                                | Daily Cape Charles updates, Facebook, the town should maintain email addresses and send notices to all residents and owners                                                                                                                                                                                                                                                                                                                                                   |
|                                                                                                                                                | I didn't hear about the meeting until after it was over. I'm not sure I could have attended at the planned time. Perhaps a town wide mailing could be done to make everyone aware of the changes being looked at. Perhaps included in the water bill.                                                                                                                                                                                                                         |
|                                                                                                                                                | I would think in simple terms - you know where each historic home is in town. If you want to reach everyone, leave flyers. And the town Facebook page.                                                                                                                                                                                                                                                                                                                        |
|                                                                                                                                                | Information can be sent by the Town electronically or from Joan Natali's newsletters.                                                                                                                                                                                                                                                                                                                                                                                         |
|                                                                                                                                                | Make sure you obtain input from others that you had sent your emails to. Those attending were primarily those interested in preservation. I have forwarded this survey to others (about 15) in the historic overlay district to gather their inputs also. If others did the same, that would expand the input and start to draw others into the discussion.                                                                                                                   |
|                                                                                                                                                | Maybe have Cape Charles Main Street reach out to its stakeholders?                                                                                                                                                                                                                                                                                                                                                                                                            |
|                                                                                                                                                | Need more publication of future dates                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|                                                                                                                                                | no idea.                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|                                                                                                                                                | notice on the Town's Facebook page                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|                                                                                                                                                | The CC Gazette                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|                                                                                                                                                | Today is the first day I saw this link. Upon meeting w Paul Grossman he and I realized that it didn't get disseminated. I've just published the link on the Facebook Page for Main Street                                                                                                                                                                                                                                                                                     |
|                                                                                                                                                | write stories for the Mirror                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| Do you have any experience designing a historic preservation plan for another community? If so, could you describe it?                         | You have my email now.                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|                                                                                                                                                | I do not, however I have a deep interest in the preservation of historic homes and have applied twice to be on the historic review board. I have read the historic guidelines and feel strongly some changes could be made. I also see changes in structures around town, some I think are good and some I think are not. I also see new structures being erected that I don't feel fit the town and I have concerns about that.                                              |
|                                                                                                                                                | In Franklin, TN, we were called the Heritage Foundation. In addition to being the architectural review board, it was the conservator of the historic records and photos archive. We also ran events during the year to increase awareness and appreciation for preservation. Such as the Christmas Candlelight Tour of Homes, a Dickens of a Christmas commercial downtown event, and a summer House & Garden tour.                                                           |
|                                                                                                                                                | No                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|                                                                                                                                                | No                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|                                                                                                                                                | no                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|                                                                                                                                                | no                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|                                                                                                                                                | no                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|                                                                                                                                                | no                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|                                                                                                                                                | No - we've owned homes in historic districts and have done historically correct restorations.                                                                                                                                                                                                                                                                                                                                                                                 |
|                                                                                                                                                | no.                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|                                                                                                                                                | No.                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|                                                                                                                                                | no.                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|                                                                                                                                                | Sadly no.                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|                                                                                                                                                | We do historic renovations in Northern Va                                                                                                                                                                                                                                                                                                                                                                                                                                     |

**Table A-2: Written Responses from CC Town Leadership Retreat on 7 May 2019**

| Question                                                                                              | Responses                                                                                                                                                                                                                                                   |
|-------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Why is historic preservation important to CC?                                                      | <ul style="list-style-type: none"> <li>- Economic; Livelihood of residents; well-being of families</li> <li>- Maintain continuity of the country</li> <li>- Maintain designation as “Historic District”</li> </ul>                                          |
| 2. What elements of CC’s heritage should we preserve?                                                 | <ul style="list-style-type: none"> <li>- houses, churches—roads—beach</li> <li>- all</li> <li>- Railroad layout of town buildings; contributing structures</li> </ul>                                                                                       |
| 3. What have we done previously to preserve and protect that heritage?                                | <ul style="list-style-type: none"> <li>- Establishment of historic review board</li> <li>- Not much. Need ordinance</li> <li>- Uneven, some strict, some lenient</li> </ul>                                                                                 |
| 4. What are we currently doing to preserve and protect that heritage?                                 | <ul style="list-style-type: none"> <li>- Continue the conversation</li> <li>- Need ordinance</li> <li>- Taking it on a case-by-case basis because of differences from block to block</li> </ul>                                                             |
| 5. What should we do to preserve and protect it in the future?                                        | <ul style="list-style-type: none"> <li>- Need to write ordinance</li> <li>- Keep quality of boards (Historic District Review, Planning)</li> </ul>                                                                                                          |
| 6. What is the relationship between resilience (e.g., water level rise) and preservation?             | <ul style="list-style-type: none"> <li>- Houses may be need to be raised</li> <li>- We don’t know</li> <li>- Safety trumps!</li> <li>- Barrier island effects</li> </ul>                                                                                    |
| 7. How should preservation be coordinated with zoning, land use, and growth management in CC?         | <ul style="list-style-type: none"> <li>- Meetings and implementation of guidelines</li> <li>- Comp plan</li> <li>- Coordinate in area of common ground</li> </ul>                                                                                           |
| 8. Should the local government have preservation responsibilities, and if so, what should they be?    | <ul style="list-style-type: none"> <li>- Yes—support the rules and wishes of the preservation board</li> <li>- Comp plan</li> <li>- Yes</li> <li>- Commissions (Historic District Review, Planning)</li> </ul>                                              |
| 9. What incentives should be provided for historic preservation in CC, and how should they be funded? | <ul style="list-style-type: none"> <li>- Tax credit</li> <li>- Already is. Tax credits for historic preservation</li> <li>- Tax credits; appeal to something that doesn’t exist elsewhere</li> </ul>                                                        |
| 10. What should the relationship be between preservation and education?                               | <ul style="list-style-type: none"> <li>- A great deal</li> <li>- The preservation decisions need to be broadcast to realtors and property owners</li> <li>- Education is crucial for new arrivals unfamiliar with historic rules and regulations</li> </ul> |

Likert-style questions: (5 = strongly agree; 1 = strongly disagree)

*The meeting on May 7 was useful and provided a chance for me to express my thoughts about the historic preservation plan being developed.* Answers: 2, 5, 4, 4. Average response = 4.25.

*The process for creating the new preservation plan allows for sufficient community input and seems to be off to a good start.* Answers: 2, 5, 4, 4. Average response = 4.25.

In addition to the paper survey, we recorded comments from the community for each of the questions listed in Table C-2; these are reproduced in Table C-3, below



Table A-3: Responses from 7 May 2019 CC Joint Meeting

|                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|---------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| What elements of CC's heritage should we preserve?                  | <p>A. Historic District vs. whole town: older homes (vs. new houses); Elements are what need to be maintained (except, e.g., paint colors hard to prove, so can't be regulated.) Each structure has a historic record of "lived experience." <b>Many empty lots—what causes this?</b> Can't make an 1880s house today but can <b>preserve look and feel</b>.</p> <p>B. An 1894 house→ built for people who worked on waterfront; cedar siding. Can't make entire town a historic district. Of course, "contributing structures."</p> <p>C. What about the "international style" (First half of the 20<sup>th</sup> century) Flat roofs, no ornamentation, much glass—would this be OK in the middle of CC? Also, what about other styles that are historic BUT visually different than most of CC?</p> <p>D. Vacant lot on Mason Avenue. Next door: extensive renovation. HDRB: façade, height</p> <p>E. Town Council must back HDRB</p>                                                                                                                                |
| What have we done previously to preserve and protect that heritage? | <p>F. Guidelines are clear: <b>continue character</b>, what might happen over the next 50 years?</p> <p>G. Elements = context; maybe style &amp; shape can differ in specific "villages"?</p> <p>Preservation vs. reconstruction: <i>Front porches</i> (tongue-in-groove with balustrades) vs. <i>front decks</i> (pressure-treated lumber sheathed in vinyl). Does it change context of neighborhoods?</p> <p>- <b>Standard: new vs. repair</b>. Department of Interior: consider environment, not just a single building. Not just the historic structure, but also what derives the appearance of "new" construction. <b>Character drives the economic engine</b>. Example: shutter style depends on block: some streets missing a chimney very obviously. Window types. Need to preserve original windows.</p>                                                                                                                                                                                                                                                      |
| What are we currently doing to preserve and protect that heritage?  | <p>- Criteria. One idea for an improvement in working of the HRDB would be a two-phase approval: First, design; Second, build. Shutters, shingles, etc. Board takes things step-by-step. Board must have back-up: consistency is important, especially for, chimneys. Size and width of porches. Any visible exterior elements. Interiors: tax credits require some preservation. Chimneys: lots have been lost in last few months. Did <b>all</b> of the removed structures really pose a safety hazard? Were safety codes applied objectively and consistently?</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| What should we do to preserve and protect it in the future?         | <p>- Viewshed (example: Franklin, Tennessee: front elevation 2/3 of side elevation). What about technology (e.g., satellite dishes)? Ordinance (town council) vs. guidelines. <b>Prevailing character</b> can change over time, (thus, standards should be very specific). Inconsistent enforcement: what if people ask for forgiveness <i>ex post</i> as opposed to seek permission <i>ex ante</i>? This sets a precedent.</p> <p>- Other landscape elements: fences? Sidewalks (VDOT right-of-way), pathways. Siding→ vinyl OK? The can was kicked down the road on this issue from the last historic preservation plan: what does the current generation think?</p> <p>- Would a two-step process be OK? Or, best: zoning administrator (might include member of board, but may not be feasible). Would a formal sit-down with property owner be better? Followed by a full board review? Should both steps be public? These issues apply especially for "problematic" applications.</p> <p>- Guidelines: suggestions vs. requirements. Text changes are needed.</p> |

|                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|----------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Why is historic preservation important to CC?                                                      | <p>A. Brown signs<br/>Tax credits; <b>don't change historic character</b></p> <p>B. Town has a history to tell; see the history as it comes along: process</p> <p>C. Variety of homes: Victorian, 1960s, Craftsman, 50-year old rule includes ranch-style, preserve value of restoration</p> <p>D. <b>Property values</b>: work</p> <p>E. Railroads → relationship: workers, pullmen, houses (and commercial buildings) brought here to be built</p> <p>F. <b>Historic district important; not just beach</b></p> <p>G. Original street plan → Central Park; uniqueness of this plan; vision of two men</p> <p>H. Grounding: where we were and going. Also, evolution and continuity</p> <p>I. <b>Aesthetically pleasing → economics thrives on it</b>; historic nature; No revival if historic structures did not exist; must motivate</p> <p>J. Cultural heritage → history of story-telling; disappearing places = disappearing stories; need to connect to roots</p>        |
| What is the relationship between resilience (e.g., water level rise) and preservation?             | <ul style="list-style-type: none"> <li>- Resilience → comprehensive plan will need to address this (starting next year)</li> <li>- Preservation tax credits even for increasing height. Permeable pavers? Helps, but not historic. Good resource: <a href="http://keepinghistoryabovewater.org">keepinghistoryabovewater.org</a>.</li> <li>- <b>Safety trumps</b>—have to be resilient in order to preserve</li> <li>- What about local Coast Guard base: any plans for increasing resilience?</li> <li>- A resilience video was produced in 2014—hunting lodge on Cobb Island or one of the barrier islands. Flood of 1933 forced many barrier islanders to move; barrier island center (located about 12 miles up the road from CC).</li> </ul>                                                                                                                                                                                                                               |
| How should preservation be coordinated with zoning, land use, and growth management in CC?         | <ul style="list-style-type: none"> <li>- In a couple years, the entire historic district will be built out. Some vacant lots will likely stay as such</li> <li>- Given growth, almost no new houses. Fifteen new houses were built in 2018 vs. only about 4 or so in 2019. <b>So, the next focus will be on renovation, especially bad shape houses will be sold (Demolished? Rebuilt?)</b></li> <li>- Pressure will grow to allow auxiliary dwelling units (ADUs)</li> <li>- Phased rules? The 1999 comprehensive plan says that preservation plan should have equal standing with it. Use changes, but <b>appearance/character</b> stay the same. (Also known as “form-based codes.”) Rehab tax credits might change: Virginia moving to maybe abolish these? Zoning → new homes coming in on tractors.</li> <li>- <b>Is the town an historic district with a beach, or a beach with a history?</b> Or is it a railroad town, with a railroad heritage and museum?</li> </ul> |
| What incentives should be provided for historic preservation in CC, and how should they be funded? | <ul style="list-style-type: none"> <li>- Incentives: Main Street provides economic vitality</li> <li>- <b>Endowment: build it up from penalties and use it to provide subsidies towards historically accurate renovations and repairs. Different building permit fees, especially if use higher quality building materials. But maybe put a cap on the market value of the property to ensure funds are going to those that need them.</b></li> <li>- Provide education resources</li> <li>- These incentives are available: must educate business owners. How would they learn about it?</li> </ul>                                                                                                                                                                                                                                                                                                                                                                            |
| What should the relationship be between preservation and education?                                | <p>Education: Outreach is an issue. How reach those who are traditionally excluded from the process?</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |



## Appendix B: Survey Questions

### 1. Mailed Survey

The survey was mailed in a massive bulk franking exercise conducted at the CC municipal building on October 15, 2019.

#### A. Likert-Style Items

|                                                                                                                                                                                           |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Q1. Cape Charles is primarily a <i>beach community</i> that also has a historic town center.                                                                                              |
| Q2. Cape Charles is primarily a <i>historic town</i> that also has a beach.                                                                                                               |
| Q3. Owners of real estate in the historic district (“overlay”) should conform to their property’s historic look and feel when making <i>renovations and repairs</i> .                     |
| Q4. <i>New construction</i> in the historic district of Cape Charles should conform to the look and feel of neighboring homes and buildings.                                              |
| Q5. The charming, historic nature of the town’s homes and buildings contributes to property values of real estate in Cape Charles.                                                        |
| Q6. To reduce demolition of derelict buildings, the Town of Cape Charles should establish a fund that can help low income homeowners make historically accurate repairs and improvements. |
| Q7. Such a fund should be financed from fines levied against property owners who do not conform to the historic preservation zoning guidelines.                                           |
| Q8. Cape Charles should restrict the amount of new development in areas near the historic center to preserve the small-town nature of the community.                                      |

#### B. Other Items

What is the highest level of school you have completed?

☐ Less than 9<sup>th</sup> grade      ☐ Some high school      ☐ High school grad/GED  
☐ Some college      ☐ College graduate      ☐ Advanced/graduate degree

Please circle your gender:    male    female    other/no response

What is the zip code of your primary residence? \_\_\_\_\_ In what year were you born? \_\_\_\_\_

Which term best describes your ethnic identity? (check all that apply):

☐ White    ☐ Black    ☐ Hispanic    ☐ Asian    Other: \_\_\_\_\_

Please indicate your approximate annual household income last year:

☐ Less than \$20,000    ☐ \$20-40,000    ☐ \$40-60,000    ☐ \$60-80,000    ☐ \$80-100,000    ☐ over \$100,000

### 2. In-Person Survey

In order to increase the response rate of a survey conducted face-to-face during a busy summer evening, we limited the number of questions to the following:

*A. Likert-Style items*

|                                                                                                           |
|-----------------------------------------------------------------------------------------------------------|
| Q1. I am in Cape Charles primarily because of the beach or a special event.                               |
| Q2. I am in Cape Charles primarily because of the historic nature of the houses and other buildings       |
| Q3. Derelict historic buildings in Cape Charles should be repaired and renovated as opposed to torn down. |
| Q4. Cape Charles should help lower income residents to make historically accurate repairs to their homes. |

*B. Other information*

Finally, we asked for the respondent's zip code. And, rather than ask an additional question, the survey administrator recorded the respondent's gender at the end of the interview.





## Appendix C: Open-Ended Survey Responses

### 1. Comments from mailed survey, by postmark date

| Postmark Date | Open-Ended Comments                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|---------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 17-Oct        | I believe that in order to preserve the beauty and charm of the Historic District, stricter regulation on new construction should be imposed. Houses are being squeezed into every which way, trees are being removed to make way for these homes, and no matter how strict the historic guidelines, they'll never be true historic homes. Some are downright UGLY! Seriously?                                                                                                                                                                                                                                                                                                                                                     |
| 18-Oct        | →The amount of buildings approaching the need for demolition due to structural instability is very small as opposed to years ago. Topic is not important. → Need to differentiate between contributing and non-contributing properties when establishing criteria for rehabilitation and new construction. They should not be the same.                                                                                                                                                                                                                                                                                                                                                                                            |
| 18-Oct        | Question 6 needs clarification--"low" income families defined. I am a retiree and I doubt I could purchase anything in the historic district, nor afford to renovate it. The town might consider giving tax breaks to anyone taking on these homes. Question 7 conform? The guidelines are so often over-ruled that this is a joke. [Question 8] needs clarification such as "along Mason Avenue." Development should be handled carefully based on what the town sees as her future.                                                                                                                                                                                                                                              |
| 18-Oct        | We became residents (full time) Jan 2019. We looked in many areas for our "perfect" small historic town and Cape Charles has everything we have been looking for including a beach! We relocated from South Florida.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 19-Oct        | CC should be focused on educating property owners and potential buyers on historic preservation zoning guidelines with the goal of minimizing fines being levied. Model after other historic districts that provide welcome packets and detailed guidelines online. And offer more guidance to avoid contentious issues.                                                                                                                                                                                                                                                                                                                                                                                                           |
| 19-Oct        | I am proud to say that my deceased sister in law and her husband left an endowment to CNU towards any student from Madison County, VA.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 19-Oct        | I believe that historic districts and historic development restrictions should be left in museums. This town will never improve or grow as long as the town is burdened by building restrictions and policies (signed illegible).                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 19-Oct        | Retired                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 19-Oct        | We own three properties in the 200 block of Mason Avenue. Our intent is to be permanent residents in 3-5 years. We are heavily invested and pay large property taxes so we <b>do</b> care about the future of CC.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 21-Oct        | - Interesting dilemma for town & residents. / #6 - If the building is directly in Need Repairs, it may make sense to build New construction than Renovate. Modern construction techniques Are beneficial to the community over the long term. That being Said New Construction rules about window, doors facade etc. can be a requirement. / I Am A resident that Recently Renovated my property under historic rules for tax credits. (Identifying information removed.)                                                                                                                                                                                                                                                          |
| 21-Oct        | * Not sure what ethnicity has to do with the questions. * income should not matter either. I do think that infrastructure should come first. Cape Charles is lacking in this very important part of growth.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 21-Oct        | "Property's look and feel" does not mean using materials of 1886!! We're allowed a LOT of diversity in construction over the past 50+ years - you can't turn back the clock and enforce arbitrary standards. They are GUIDELINES not laws!!! Also, people come for the beach, not to shop - that's an extra.                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 21-Oct        | ... YOU KIDDING HERE? OUR TOWN'S PRETTY GOOD AT CODE ENFORCEMENT, + LEVELED FINES WILL NOT COVER RENOVATION. / EXPENSES FOR DERELICT HOMES: NO WAY, NO HOW. IT SOUNDS GOOD ON PAPER, BUT DO THE MATH. IMPOSSIBLE. (arrow pointing to the right) DERELICT HOMES SHOULD BE TORN DOWN IF NOT MAINTAINED. THIS IS TRUE OF ALL TOWNS.                                                                                                                                                                                                                                                                                                                                                                                                   |
| 21-Oct        | 1. This town was established in 1876. There are quite a few residences built in 1960 and later which don't resemble at all those built in the late 1800's/early 1900s. 2. It is exceedingly difficult to regulate <u>good taste</u> . 3. I believe home owners should be entitled to some discretion--especially paint colors. 4. I believe the town design/layout ("urban plan") is the most important single feature that contributes to the town's charm. 5. I like blending new with old. I don't want to live in the Victorian Age. 6. I believe the guidelines should remain guidelines, and not become mandatory preservation requirements. 7. The historic review board seems to be moving away from discretionary review. |
| 21-Oct        | Cape Charles needs to lower house prices so LOCALS can live here - not just vacation homes. I can barely afford rent.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 21-Oct        | I do feel that it is a Small Town with period Houses not all are Historic (Put Period). The town should do a case by case study as to where new construction should be (identifying information omitted).                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |

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|--------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 21-Oct | I do not feel that the town elected officials care about the historic feel of the town. They should stay out of the historic review board's business. If the town didn't want to follow the rules, they should not have gotten a historic designation.                                                                                                                                                                                                                                                                                  |
| 21-Oct | I feel the town needs to decide if it wants to keep the current policy of allowing homeowners to (illegible) restore to original condition or change it to "historic look and feel" They are not the same thing. My experience is that there is not a lot of consistency on what is approved.                                                                                                                                                                                                                                           |
| 21-Oct | New, NON-CONFORMING CONSTRUCTION CAN RUIN THE LOOK OF AN ENTIRE BLOCK, IT SHOULD NOT BE ALLOWED                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 21-Oct | PLEASE BE OPEN MINDED TO SOME DEVELOPMENT ALONG THE ROUTE 13 CORRIDOR                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 21-Oct | Preserving the historic character of the CC historic district should not require property owners to adhere to the sec. of interior's guidelines for preservation. Common sense regarding historic rehabilitation restoration needs to be employed - and categorically is not. PS: Thank you for your efforts!!                                                                                                                                                                                                                          |
| 21-Oct | Thank you for making Cape Charles maintain its historic preservation mindset!                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 21-Oct | The <u>concrete plant</u> is the <u>worst</u> detraction for this historic town and beach /shoreline enjoyment. The town should raise the money to buy/demolish it and bring the natural shoreline back in that area.                                                                                                                                                                                                                                                                                                                   |
| 21-Oct | THE FREE MARKET IS WHAT IS PROPELLING THE CAPE CHARLES RENAISSANCE. YOUNG(ER) HOMEOWNERS ARE ATTRACTED TO THE AREA BECAUSE OF THE HISTORIC CHARM ... BUYING HOMES FOR PRIMARY OR SECONDARY USE, FIXING THEM TO BRING THEM OUT OF DISREPAIR AND RETURNING THEM TO A HISTORIC LOOK ... AS IF THEY WERE FIRST ASSEMBLED/BUILT BACK AT THE TURN OF THE CENTURY. ITS THAT FREE MARKET THATS "SAVING" CAPE CHARLES - NOT GOVERNMENT INTERVENTION TO HELP HOMEOWNERS MAKE REPAIRS. THATS OPENING UP A CAN OF WORMS I'D NEVER SUPPORT.          |
| 21-Oct | THE TOWN NEEDS TO CREATE A PLAN FOR DRIVING FUTURE DEVELOPMENT OVER THE NEXT 20 YEARS. THE PLAN NEEDS TO BE FLEXIBLE TO ALL KINDS OF STYLES + DESIGNS, INCLUDING DURABILITY + QUALITY, AND CONSIDER ECONOMIC GROWTH. THIS IS NOT ABOUT PRESERVING, BUT SETTING BASIC STANDARDS FOR GROWTH, IN EVERY ASPECT.                                                                                                                                                                                                                             |
| 21-Oct | Town of Cape Charles should follow the example of Northampton County regarding a (illegible) (illegible) tax break to encourage renovation + rehabilitation + run down properties in the historic district. The County provides a 10 year period before (illegible) the break on & weak won (illegible) by before an open valuer.                                                                                                                                                                                                       |
| 21-Oct | We retired to Cape Charles because of its small town, diverse - economically and ethnically - character. Over 10 years we have watched it become increasingly an affluent second home and retirement community. This has brought income but its character has changed.                                                                                                                                                                                                                                                                  |
| 21-Oct | What is your definition of historic? CC, is not old!! / should allow solar + skylights / ok solar + skylights / (illegible) / (illegible) up + down + / looks the same! / don't need a fund. They are / (illegible) (illegible) up. / Complete with town edge zoning / Why is this important? / Who cares? / You know my name! / Why? / Why? / Why?. Already too many locals had to leave - sad. NOT SUCH STRINGENT RULES, but generally (illegible) - + paint colors, (illegible) porch railings, but allow energy saving consumption! |
| 21-Oct | While there is a feeling amount some "old town" (Historic District) residents that we are a beach town first, I feel strongly we are an Historic District that also happens to have a beach. The town's government/depts. needs to figure this out, one way or the other, it's been a bit of a roadblock.                                                                                                                                                                                                                               |
| 22-Oct | As far as we know, the town's maintenance code is not enforced as it pertains to derelict structures.                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 22-Oct | CC needs to maintain small beach feel with historic town. Maintain their appeal to family destination.                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 22-Oct | City Council need to recognize the beach as a vital part of Cape Charles. The businesses in town don't drive the economy, the beach does. It needs to be replenished. Without the beach there will be no businesses in CC.                                                                                                                                                                                                                                                                                                              |
| 22-Oct | Homeowner in 23310 zip code also; 60-40 split of residences.                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 22-Oct | I support any efforts to <u>increase</u> the perception of CC's historic nature, i.e., historic walking tours, special event house tours, restoration of railroad cars. We need CC to attract visitors <u>year round</u> and have off season programs for year round residents, and offering programs on the town's history would be well received.                                                                                                                                                                                     |
| 22-Oct | I taught marketing at the University of Richmond and did a lot of survey research. In the future, your envelopes should be the size of the questionnaire.                                                                                                                                                                                                                                                                                                                                                                               |
| 22-Oct | If the city wants to fund a levee against current owners it should be a citizen vote, not a City Council vote.                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 22-Oct | In my opinion, the town is equal parts historic and beach--neither more than the other. Ridiculously expensive water hookup fees and minimum monthly after costs should be addressed prior to any other fines, in my opinion. Otherwise, completely supportive of Historic Restoration/Preservation! Thank you for the survey! :)                                                                                                                                                                                                       |
| 22-Oct | My family has lived in Northampton County since the mid-19th Century and family members observed the beginning of the death of CC when the ferry line moved south and took business with it. Many people have                                                                                                                                                                                                                                                                                                                           |

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|--------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|        | continuously blocked development and new business that would have been beneficial for town residents as well as residents of Northampton County. I am against limiting development and levying fines.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 22-Oct | New construction, renovations and repairs should conform to the historic look/feel but within reason to what is energy/cost efficient. There are also many lower maintenance options of materials that should be allowed within reasonable accommodations, while maintaining the historic charm. Survey questions are very subjective (vague).                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 22-Oct | The answers to question 1 and 2 reflect my opinion and preference. However, the town needs to make a decision one way or another and base its decisions going forward with the agreed-upon emphasis. They should not try to support both visions. Question 3-the decisions on historic repairs and renovations should be reasonable and not dissuade people from purchasing. Question 7 - the fund should be supported by a small increase in property taxes, not fines. Impossible to forecast the amount that might or might not be raised by fines.                                                                                                                                                                                                                                                                                                                                                 |
| 22-Oct | Unfortunately, as charming as the historic nature of the town is, without the beach the current rebirth does not happen. The town must prioritize future development with this in mind.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 22-Oct | You can do look and feel but that does not necessarily mean older materials. There are many new materials that respect the historic look-feel, but are more cost-effective, energy efficient, and environmentally friendly. - What do you mean by restrict new development? That's a loaded statement. - Be thoughtful if you are going to institute fines for "breaking" historic guidelines. There are plenty of communities that residents don't care and just pay the fine--there are other communities that require the homeowners to take down the non-conforming work, typically resulting in costly lawsuits.                                                                                                                                                                                                                                                                                  |
| 23-Oct | 1. Please dogs off the beach or make a place for them. Do not like my child stepping <i>into that</i> . 2. Please clean all the overgrown grass on sidewalk. I feel a lot of sidewalk could be covered up by grass. 3. I noticed that some shops and bars have overgrowth that should be kept up. I love CC and want to see it keep its hometown feel. But keeping up its looks counts.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 23-Oct | Cape Charles' historical claim was based on the railroad. That claim is no longer valid because the railroad is now gone, leaving the town with only interesting old houses. Newer houses and buildings will soon out-number the old homes, even in the downtown area. Common sense needs to be used in the future                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 23-Oct | I feel that growth is fine for Cape Charles, as long as it is not going to change the quaint feeling of the town. It shouldn't become a rowdy party town. The charm of the town drives people there/here.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 23-Oct | I feel that people come to CC to go to the beach (which is currently very unkempt, i.e., dirty, bad dunes, etc.). Then, while here, will go shopping, eat at our restaurants, visit downtown. But the draw is the beach.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 23-Oct | I hope I won't be priced out of Cape Charles. It is good to be in a quiet place. The houses are so interesting, but which I had a bit more normal shopping here--so many trinket stores and I'm past wanting those.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 23-Oct | Own condo in Cape Charles. Live in Delaware.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 23-Oct | Q7: Unless they are low income                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 23-Oct | Questions 3 and 4 are poorly written. Owners need some say with their property decisions. It is not all or nothing!!!                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 23-Oct | The historic committee needs to loosen its grip so that modern materials and current building codes can be met when renovating houses.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 23-Oct | To point my house every 5 years would be \$5,000, but to side it would be \$10,000, so I should be able to side my house to protect my investment in <u>my</u> home.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 23-Oct | We do not feel its ( <i>sic</i> ) the towns ( <i>sic</i> ) job to rescue "derelict" buildings. I cannot envision earning enough from fines to provide any significant financial assistance. Also we feel that instituting a fine structure may lead to the town "hunting" for every violation in an overly aggressive manner. We are in favor of limiting high density development within the overlay district, but homeowners and property owners should be able to use their properties as zoning permits. With the cost of ownership in Cape Charles, is there really anyone who makes less than \$100k who can afford to own or build there? Within reason, no one should build a multi-story purple concrete block house, but we also don't want the town to look like Colonial Williamsburg. p.s. you send a return, addressed, envelope that is not the correct size to fit your questionnaire. |
| 23-Oct | Would be a nice improvement to see the Trees along Mason Avenue topped and shaped--it would add so much more appeal to the street and businesses there. Also add some colorful flowers to the area--curb appeal! It just looks so tired and irt right now. Perhaps the store owners should have a fund for flowers downtown! All in all--Cape Charles has come a long way! Loving the progress there, and the charm of the old buildings. I would also like to see a way to keep the cherrystone campers from coming over and taking all our beach parking area. They have a beach! And it takes away from the locals and CC beach summer rentals--getting worse every year.                                                                                                                                                                                                                           |
| 24-Oct | A fund financed by tourists who violate golf cart safety rules and who bring dogs onto the barrier islands, etc. This summer was disgraceful. With a free beach, free concerts, free parking, volunteer fire and volunteer rescue sources, after a while, "free" = no value.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 24-Oct | Beach community vs. historic town is not a one or the other question. From late April to the first week of October, CC is a beach community. From mid-October to late April, it is an historic town. Fines alone will not                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |

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|        | be adequate sources for funds to help low-income homeowners. Other sources for the fund must be established. New development--especially that attracts year-round residents--should be encouraged but within the character of the town.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 24-Oct | Historic preservation board has been abusive. I have no proof but I suspect there is a lot of corruption in the town and county politics.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 24-Oct | I fear that the current success of the tourist trade in our town, if not properly controlled, may ruin the small town "Americana" attraction that brings tourists here and makes this a good place to live for retirees as well as young families. We need more quality full time jobs and no more condos.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 24-Oct | I feel that these questions are showing a bias <u>against</u> new growth in Cape Charles.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 24-Oct | I value historic preservation of town homes and structures, but not at the expense of citizens for whom this could be a hardship. I am also concerned that requiring the use of wood (rather than hardyplank or PVC) could have environmental impact. Wood must be constantly replaced in our climate and we should be conserving it. I think it should be permissible to use material that has the look of wood, but are more affordable and easier to maintain. We should use new materials when available.                                                                                                                                                                                                                                                                                                                                                                         |
| 24-Oct | It is a shame the beach was not maintained in 2019 like previous years. The beach brought us to Cape Charles. We met many new people who bought property summer of 2019 because they loved the beach. Many people commented beach not cleaned as in previous years.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 24-Oct | Q7: Not a very good idea. Should have a general fund.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 24-Oct | Restrict development, should strictly adhere to historic guidelines.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 24-Oct | The most important factor in new construction is SCALE. Examples: the new buildings along south side of Mason Ave feel right. They could have been there for decades. However, the large new building on Bay Ave that sits on multiple lots is an eyesore. It doesn't belong there.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 24-Oct | Wood frame homes should be allowed to use siding that looks like wood but isn't. Old stand yellow pine used, sometimes quarter sawn, can't be replicated and is cost prohibitive if it can be found. The character of older homes is important, window sizes, porch trim if it can be found and afforded really helps hold the character. I also feel that a 2019/20 house should look if it was built that year. I do not like someone trying to build an 1800s house with modern materials.                                                                                                                                                                                                                                                                                                                                                                                         |
| 25-Oct | Existence of concrete plant decreases the desirability of the town.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 25-Oct | It was the small town, historic district in close proximity to the bay that attracted us to CC 17 years ago. We built a new home on a vacant lot in the historic district that most people think is an older house remodeled. The two most troubling things about CC is the way the town has allowed the dunes to take over. Elderly and handicapped can't even use the boardwalks, which are covered in sand, to access the beach. The beach as we know it has been destroyed. A pit. The back-in parking is a travesty. Just try having dinner in front of a restaurant and a diesel truck backs in--there goes your dinner. Please address the out-of-control sand dunes and the back-in parking. Also, as one turns in front of the drug store to go down Mason, one is greeted by an unsightly recycle trailer. I mentioned this to the town manager and he blew me off. Thanks! |
| 25-Oct | Next time send the correct size envelope!                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 25-Oct | The nostalgic American beach town vibe can best be achieved by (1) maintaining a beach, (2) adding COHESIVE elements such as continuous sidewalks (N-->S and E-->W) on <b>every</b> block; replacing the street lights on every block in historic district with a <b>single</b> style. (3) The Town of CC should use existing tax revenue to bury the 20th and 21st century signs of infrastructure--electric lines, TV dishes and cables, internet service. Silly to require specific brick mortar color, then string cables across the street to the HISTORIC brick. Side benefit--no more butchered trees in town!                                                                                                                                                                                                                                                                 |
| 25-Oct | The number of derelict properties continues to fall due to market forces. Establish a fund for derelict owners is a poor idea. The fund would be inefficient and benefits would flow to those with ties to local officials. Please contact me for additional information if desired. (Identifying information omitted to ensure survey anonymity). P.S. an envelope sized to survey would be helpful                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 25-Oct | The town won't agree to collect enough fines to make a difference. Preservation of buildings needs to begin before they become "derelict." Unfortunately the laws of the Commonwealth do not permit this (we are a Dillon Rule state). Note that buildings in the historic district may not be torn down unless they are structurally unsound. This opens the door to "demolition by neglect," which, though illegal is difficult to enforce because it does not require "restoration," but only actions to prevent degradation, like boarding up windows and doors.                                                                                                                                                                                                                                                                                                                  |
| 25-Oct | Too late to enforce now--and impossible to reach consensus on "look and feel" of history. Mason Avenue new side vs old side are both brick and similar height.... But Mason Ave is NO LONGER looking like a "historic town" -- and lost that potential anyway with the construction of Heritage Village, the old grocery now backed up to golf cart rental eye sore, and multiple single level, no porches, homes built in 1960s or 1970s throughout Historic district.                                                                                                                                                                                                                                                                                                                                                                                                               |

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| 26-Oct | As a homeowner who has recently gone through a full gut renovation (only studs left standing), I can share that people sincerely appreciate the attention to historical detail. I think the architecture and aesthetics are the second biggest draw after the beach.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 26-Oct | Limit the use of properties as vacation rentals or Vacation Rental by Owner--this destroys the charm of the town.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 28-Oct | Absolutely NO central planning. Cape Charles is only historic-like the 1960s. Town is eclectic and mor of a arts-boutique-rural town. It would be a mistake to go down the road this survey is suggesting.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 28-Oct | Cape Charles is really a unique gem in Virginia's cultural assets; a town that has retained its small town feel yet embraces newcomers each season. It's important to preserve the original historic architecture but allow continued growth that will "blend well" new businesses and residences with the old. Carefully considered and open minded integration is key and such an approach should improve the county and city's tax base to improve historic preservation.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 28-Oct | Q3/4: As long as the regs are within reason, i.e., using modern materials that maintain a classic look.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 29-Oct | - Don't think fines levied as proposed would not raise adequate funds - New development should be decided on a case by case. Some new development may be needed to provide additional needs and services. - While a historic town center is important, if CC weren't near the beach there would be much less interest.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 29-Oct | Thank you! 10/28/19                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 29-Oct | The historic aspects of CC certainly have its charm and appeal. However, the overreach of the review board is over bounds. The center streets (i.e., Tazewell) are held to strict/unattainable standard whereas 2-3 streets away it seems there are no regulations whatsoever. Further, the review board doesn't factor cost (which is insanely high due to isolation and monopoly of market by construction co.) or necessary accommodations such as gutters that resolve deteriorating foundation/ordinance issues. There should be a balance and that is absolutely not the case in any forum.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 29-Oct | You need to evaluate development against the capacity to handle the influx of people and the resiliency of the town's infrastructure.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 30-Oct | CC is a beautiful place with lots of charm. My concern is that people will forget what it was that they fell in love with about CC and try to change it into something it's not.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 30-Oct | Doctorate                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 30-Oct | I would prefer to keep the small town feel while having the shop & food choices we have now. I would like to keep it from having any non-family type of atmosphere.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 30-Oct | Q6: Is this an issue of people not being able to afford repairs or is it a situation of people/owners "sitting on" houses and not fixing them? We know of houses that people would buy and fix up but the owners are unwilling to repair them and unwilling to sell. We don't want to fix up houses for people who let these houses sit empty nd fall into disrepair. Perhaps a lien should be put against these owners? As opposed to a fund being established.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 30-Oct | While I agree with keeping the historic look and feel when doing renovations/repairs to homes in the historic district, I feel renovations using aesthetically consistent and historically appropriate maintenance-free materials (vinyl) should be allowed. It is unconscionable that historic district homeowners be required to replace with wood when new construction homes are allowed to use these maintenance-free materials.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 31-Oct | Low income home owners should be financially assisted, in more ways than just historically accurate repairs (roof repair, siding repair, insulation, etc.) If not, a very important segment of CC's population will be bought out and lost. Focus on Washington, Jefferson, and Madison neighborhoods.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 31-Oct | Very difficult to tease out the beach community and historic town pieces--it is in fact, the <u>combination</u> of both that makes it so special.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 1-Nov  | NEED AFFORDABLE HOUSING                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 13-Nov | I bought my run down, empty "cottage" in 2003, so I am new to Cape Charles. I would like to see assistance for old time residents of Cape Charles who might need help to maintain their property so they don't have to sell. -                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 14-Nov | 1: Public Safety - the tourists who came here this summer were very disrespectful. There were violations of all the town rules from dog poop on the beach to children driving golf carts, etc. There is no enforcement. We need a strong police chief and police force who will actually get out of their cars + issue citations. 2: Town Manager - Experience at a Va. General Assembly. The next town manager should have a strong working knowledge of the Va. General Assembly + Va. regulatory agencies, especially VDOT. Unfortunately, with the Dillon Rule structure, the regulatory power it designates to the cities + towns. Relationships with the local knowledge of the G.A. structure (committees, etc.) is vital to Cape Charles receiving its share of the budget and taxation authority the town needs to manage its evolution into a major tourist attraction. 3: Further Building on Mason Avenue. We strongly object to a special use permit for any further buildings which block the view of the port from Mason Avenue. The railroad + the port are the heart of the town's history. Tourist would much rather see a view of the water boats than brick buildings which obliterate the beauty of the town. |



|                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|-------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 14-Nov                        | Hi, I agree with keeping the town historic but there are a lot of more houses that were not built to look old. I don't know what "look and feel" means but the town is allowing tall (3 story) near homes that tower over the existing homes. I say they shouldn't be allowed, Joe.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 14-Nov                        | I'm a retired senior citizen over a (illegible)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 16-Nov                        | We feel when renovating an old home in a historic area like CC that the materials used can be new and still look great. For example: rather than clapboard or hardy plank for siding, vinyl can look really good with new wood-like products available. The same for vinyl porch columns, picket fences, porch flooring, and railings.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 26-Nov                        | Strongly feel that surveys and most consultants are a waste of tax dollars. Town should do its own research and polling.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Postmark missing or illegible | <p>Cape Charles should establish tax breaks for long time residents so they won't be taxed out of their homes as values rise.</p> <p>CC is a small town with numerous tourist amenities including a working marina, a friendly beach, a resort with two championship golf courses, and a quaint downtown shopping area. The Eastern Shore can be called "Historic". CC, which only dates back to 1900 +/-, is a little shy in the "Historic" nature by comparison! Calling something "Historic" doesn't mean it is! If buildings are "derelict", inherently they are eyesores and should be demolished at the owner's expense. When the lots are subsequently developed, the replacements, if complying with district guidelines, will most be certainly be a neighborhood enhancement</p> <p>I find it unfair for a property owner not to be able to do so as he/she wishes on their property. If there is room for improvement, the town should install <u>and repair</u> the sidewalks in CC.</p> <p>Your questions invade privacy.</p> <p>I think Cape Charles should help homeowners fill out and qualify for historic tax credits which will go a long way to ensure restoration rather than Renovation. Thank you for asking.</p> <p>I was born and raised in Cape Charles. Left town to attend Virginia State University in 1963. Graduated in 1967. Returned to renovate homestead in 1999. Moved to larger home in 2012. Family and friends enjoy the serenity of Cape Charles, the hospitality of the people, the southern cuisine and the beach. We visit monthly! So many historic homes have been improved and changed without the historical look in mind and APPROVED by the town. Moving forward, how can you hold others to a higher standard now. Just look around town and see the upgrades--IT'S TOO LATE!</p> <p>Such as fund should not exist. CC should levy fines against property owners who do not repair derelict buildings ... and this (fines) should not be based on the income levels of the property owners. The \$ amount of the fine(s) should be the same for all property owners. If fines cannot be paid CC should take possession of the property and auction said property.</p> <p>The town screwed up by selling the high school building for \$10.00 Should have used that building for a civic center and town offices.</p> <p>Cape Charles should establish tax breaks for long-time residents so they won't be taxed out of their homes as values rise.</p> |

## 2. Comments from Facebook survey conducted by CC<sup>8</sup>

### A. Open-ended responses to question concerning preservation (Facebook Q4)

|                                                                                                                                                          |
|----------------------------------------------------------------------------------------------------------------------------------------------------------|
| Too late to preserve the town's image as a "family centered" beach town                                                                                  |
| Preservation of the Town's African American History                                                                                                      |
| Keep Growing                                                                                                                                             |
| Enhanced activities for young people, that include all demographics                                                                                      |
| Preservation & Promotion as tradition small town America at its best! Preservation of the harbor as a working harbor welcoming to watermen and commerce. |
| preserving walkability on railroad property                                                                                                              |
| facilities for public use in retail district                                                                                                             |
| all above are the charm of small towns across America                                                                                                    |
| Retail but not just novelty items for tourist. The year-round residents need other stores. Clothing, health products, etc.                               |
| Bathrooms at the North end of the beach and centrally along Mason Avenue                                                                                 |

<sup>8</sup> Available at: <https://capecharles.municipalcms.com//files/documents/CapeCharlesComprehensivePlanSurveyResults1701112455010820AM.pdf>

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| As opposed to the cultivation of the town as a retirement community                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Maintain diversity - what's left of it                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Preservation of natural habitats                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| Connectivity to walking/running/biking trails from the Historic District is also important                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| Preservation of the Town Government                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Land around harbor                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| Stay good at what we're good at. Don't try to be an Ocean City or VA Beach. Stop squeezing houses into very small lots!                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| Beach maintenance/nourishment (charge for beach parking)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| Far more effort should go into the harbor as a town asset. Improve amenities at the harbor to attract boaters and encourage them to stay (Laundromat, transportation such as a car to rent/borrow while staying)                                                                                                                                                                                                                                                                                                                                                                                                          |
| Better parking                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Preserve & enhance Stone road as a corridor to the historic town                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| Personally, I'm not a strong advocate of historic design since the building design is of multiple periods. I do advocate design standards which blend with the old and reflect modern practice, e.g., energy conservation.                                                                                                                                                                                                                                                                                                                                                                                                |
| What welcome center does question refer to? I think we need to establish a welcome center                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| We need to preserve the look and feel of the town - NOT bring it back to 1884!! The development on the south side of Mason generally doesn't fit. We also need to consider the area out to the Museum (Vance's, Eastern Shore Custom Carts, the dentist, etc.) as part of the town vice just the 8x7 blocks of the Historic District. We are a beach town with a nice Main Street, not the other way around. People come to the beach first and foremost, shopping second.                                                                                                                                                |
| Improving water quality!                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| Smart growth, only if it meets the historic and harbor guidelines to maintain the quaintness of the historic village. There should be no buildings taller than the Wilson building                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| Easements for every business in town!                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Raise and extend the breakwater by the fishing pier to calm the harbor. Create a second breakwater from the Concrete Plant to the first navigation mark to make the harbor entrance smaller and less susceptible to storms.                                                                                                                                                                                                                                                                                                                                                                                               |
| Control "party" rentals                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| Don't know where this is.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Have been coming to CC many times a year for over thirty years before retiring here. The beach boardwalk has to be cleaned up. The town building and remodeling should stay historic, not Walmart plastic.                                                                                                                                                                                                                                                                                                                                                                                                                |
| Cape Charles is NOT a "beach community". Virginia Beach is a beach community, Ocean City is a beach community, Atlantic City is a beach community. Cape Charles is an farm community with a harbor and a pile of dredge sand to call a beach. There are farms, a harbor, a recovering cement plant, and local businesses that can only support life 75% of the year. There are lots of aqua farms for oysters and plenty of crab pots but no local fresh seafood to be had. Quit pandering to the elite northerners and focus on the holsom community Cape Charles truly is. Be the fishing capitol of the far south bay. |
| Preservation and enhancement of the beach                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Historic preservation is good but if carried too far can stifle investment.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| The shoreline needs to be cleaned up to look less industrial                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| The small town atmosphere, quiet, friendly and historic nature of Cape Charles is what drew me to the town.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| Get rid of the feral cats. It's embarrassing when you invite friends and they comment on the smell                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| The industrial historic significance of the town is more important to me than the tourist trade.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| I don't believe that Cape Charles as a vacation spot is of any importance to homeowners. In fact the influx of the tourists into our town is beneficial to business owners and those with rental properties. It puts a huge strain on our water and sewer, our police department and homeowners                                                                                                                                                                                                                                                                                                                           |
| Would love some shade options on the playground.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |

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| Parking in the "downtown area" needs to be addressed                                                                                                                                                                 |
| The BEACH... this is our attraction. Take care of it!                                                                                                                                                                |
| "family centered" meaning not a party beach town yes, but welcoming of all types and structures of family. small town, open minds is something i love about the people we have met, would love to see that continue. |
| The beach is the ANCHOR!!!!!!!                                                                                                                                                                                       |
| Would like to see CC as a historic beach community                                                                                                                                                                   |

## B. Open-Ended Responses Regarding Development (Facebook Q5)

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Too late to explore ways to reduce the number of vacation rentals by owner & definitely need a community center for all                                                                                                                                                                                                                                                                                                                                                                                                                 |
| More inclusion of town's African American heritage and lower Northampton county residents.                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Explore installing meters during the tourists season ear mark revenue to enhance beach area                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| Limit size & number of waterfront condos, etc, No OC or VA Beach                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| maintaining walkability                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| restrooms, public parking, jobs                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Our public restrooms are in need of repair                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Top Priority-Coastal Resilience Improve Drainage                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| Golf carts are not treated as motor vehicles and should be. There's very little law enforcement it seems.                                                                                                                                                                                                                                                                                                                                                                                                                               |
| Please finish sidewalks in town! Corner of Monroe and Harbor                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Explore options for off leash dog park                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| off street parking for boats specifically                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| Golf cart pathways would be nice but current compromise character of historic district                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| High speed internet service 4                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Work with county on school improvements                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Explore ways to hide ugly concrete industrial area from downtown. It'll be hard to enhance the harbor and tourism potential with that eye sore                                                                                                                                                                                                                                                                                                                                                                                          |
| Bike and walking trail from Town to Route 13 and beyond                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| I'd prefer to attract more full time residents (working or retirees) than tourists in the winter.                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Our economy needs to be based on more than tourism.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Stop Marketing Tourism so strongly. It changes our character. People will find us!                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| If you are going to consider a golf cart path only. Golf carts should then be removed from the public streets! Golf carts have become a huge nuisance in this town. 2 rental companies, hotels that offer carts to guest and marinas that offer them too. Tourists drive to town in vehicles and then rent carts, parking has become a real problem.                                                                                                                                                                                    |
| Golf carts are a disaster. No rules are enforced...drunk drivers, kids driving them (with and without parents), no turn signals, blocking traffic!! Now there is talk of motorized scooters being rented - recipe for disaster!!                                                                                                                                                                                                                                                                                                        |
| Finding a location and provider for medical and or emergency medical center is imperative for the town and lower county!                                                                                                                                                                                                                                                                                                                                                                                                                |
| I don't understand the need for a community center when you have the Civic Center and the Palace Theatre- the town should also be focused on supporting existing organizations that make an impact for year-round, full time residents.                                                                                                                                                                                                                                                                                                 |
| Explore ways to bring in jobs with a living wage and absolutely get more than one grocery store.                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| As a full time resident, creating a new parking plan/area for tourist season is crucial. The small town of Cape Charles does not have the infrastructure to support the amount of vehicles that are present on any given day during the tourist season. Residents are not able to park in front of their homes most days and during a busy day at the beach you have cars parked anywhere and everywhere. It is a safety hazard for all and a major inconvenience to residents. There also needs to be more/better community restrooms. |

|                                                                                                                                                                                                                                                                        |
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| Resources are better utilized by increasing CC presence at the ES Welcome Center and perhaps State welcome New Church                                                                                                                                                  |
| Affordable housing could be in the county. Town could partner with new YMCA and not duplicate with a town community center. Recycling is a regional issue not just the town                                                                                            |
| Reverse angle Parking on Mason is useless and dangerous                                                                                                                                                                                                                |
| Our current welcome center is an amazing museum and place. Making it into more of a community center would be great. Economic development that is not low wage retail and restaurant jobs that builds up diversity in our economy is most important.                   |
| Let's improve our water for drinking, our sidewalks, street cleaning                                                                                                                                                                                                   |
| Offering recycling and pickup of said recycling in CC is a HUGE want of ours. We currently bag our recycling and take it over to Cheriton once a week. Living in a condo, that means we have to sit with our recycling in bags so we don't have to make multiple trips |
| Keep speeding in check and street boat storage in check and golf carts will not need special pathways other than extending limits to CC Brewery                                                                                                                        |
| Golf cart traffic to the bre9is out of control, crossing on private property because the town did not build the legal path and will not enforce the rules for safe legal operation of carts.                                                                           |
| Since a YMCA is coming, perhaps the Town could partner with it, and not need a separate community center.                                                                                                                                                              |

### C. Open-Ended Responses Regarding CC Comprehensive Plan Focus (Facebook Q8)

|                                                                                                                                                                                        |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| We need more lights and sidewalks around the town.                                                                                                                                     |
| Encourage education by creating more mini libraries in the African American and Mexican communities                                                                                    |
| future land use map                                                                                                                                                                    |
| public parking and public accommodations in retail district                                                                                                                            |
| I am in favor of more modern or South Beach Florida look on Mason.                                                                                                                     |
| Resilience in the face of rising sea water and Drainage improvements                                                                                                                   |
| Strengthening the bond/interaction between the town and the schools is super important.                                                                                                |
| Placing permanent public restrooms near Strawberry Station, the Library, and/or near Bailey's/Peach Street                                                                             |
| Public restrooms                                                                                                                                                                       |
| preserving diversity of residents; improve quality of water                                                                                                                            |
| Increase adherence to Town codes and laws or remove them                                                                                                                               |
| Focusing on keeping CC family friendly and safe (which benefits residents and tourism alike)                                                                                           |
| Not "controlling" or limiting growth, but making sure CC grows thoughtfully with residents and visitors in mind.                                                                       |
| I would like to see more support for children's activities at the theatre and in the park.                                                                                             |
| Very concerned about water quality                                                                                                                                                     |
| (4) Historic District losing its charm (5) Make sure the price to live here doesn't get exorbitant than only out-of-towners can afford to buy homes                                    |
| 1. Promoting Cape Charles as a place to live (easy commute to VA Beach/Norfolk, high speed internet, tax incentive for year round residents) 2. Vacation rental regulation/enforcement |
| expand opportunities for physical activity, such as basketball courts and bike paths                                                                                                   |
| Transparency in local government and recruiting more citizen activism, less conflict of interest & multiple roles by town                                                              |
| Methods for attracting year-round, full-time jobs, that provide a living wage at or above the median income for the country.                                                           |
| Infrastructure maintenance and improvements                                                                                                                                            |
| sidewalks and streets need to be redone                                                                                                                                                |

|                                                                                                                                                                                                                                                                                                                                                      |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| I would say Managing growth, rather than controlling. Some economic growth would help sustain the town. There are too few full time residents to sustain the town without something else, e.g., tourism. I'd be more enthusiastic about tourism but most jobs are minimum wage and seasonal. Are we unsafe? More law enforcement?                    |
| Parking of boats and trailers on public streets                                                                                                                                                                                                                                                                                                      |
| Management of the harbor and the beach would be my other top 5 concern                                                                                                                                                                                                                                                                               |
| W should be allowed to walk dogs on the beach, after 6pm during the summer season                                                                                                                                                                                                                                                                    |
| proper infrastructure for growth                                                                                                                                                                                                                                                                                                                     |
| Providing easements for business owners on Mason Ave.                                                                                                                                                                                                                                                                                                |
| workforce housing                                                                                                                                                                                                                                                                                                                                    |
| Rental Units should be limited to ensure Cape Charles does not become a transient town                                                                                                                                                                                                                                                               |
| Fixing the quality of our orange water!!!                                                                                                                                                                                                                                                                                                            |
| Maintenance or improvement of beach                                                                                                                                                                                                                                                                                                                  |
| To reiterate: focusing less on tourism and more on the year-round residents!                                                                                                                                                                                                                                                                         |
| Boats parked on streets in historic district                                                                                                                                                                                                                                                                                                         |
| Environmental sustainability should be on this list. With sea level rise and other climate change issues, I think this should be one of the top priorities for our town. This includes recycling.                                                                                                                                                    |
| While I am very pleased and proud of what cape charles has become over the last few years, I feel the town officials are more attracted to the money coming in than the needs of residents.                                                                                                                                                          |
| Balancing residents quality of life with tourist needs                                                                                                                                                                                                                                                                                               |
| Concerned about the stated perception by local official that this is a town that no one lives in. We pay taxes but since we are retired and are only in CC intermittently, we are not requiring services, like schools.                                                                                                                              |
| While the beautiful architecture is a cherry on top would have never bought a home here were there not a beautiful beach.                                                                                                                                                                                                                            |
| Drinking water, recycling, storm water, trash pickup                                                                                                                                                                                                                                                                                                 |
| Maintaining the beach                                                                                                                                                                                                                                                                                                                                |
| Keep the beach clean and safe...since dogs can run loose, it basically feels like an uncontrolled dog park                                                                                                                                                                                                                                           |
| Feral cat issue                                                                                                                                                                                                                                                                                                                                      |
| Industrial development including leveraging working harbor and rail connection                                                                                                                                                                                                                                                                       |
| If tourism does continue to grow, police presence will need to increase in summer months. Golf cart rental companies need to make it clear that 7 year old or anyone without a drivers license should not be driving the cart and they are not to be driven down the sidewalks.                                                                      |
| Encouraging diversity                                                                                                                                                                                                                                                                                                                                |
| determine what are laws vs suggestions. ie, town beach signs. rental properties encourage large groups of people. no control - 4 packed SUVS should not pull up to 1 rental home. negative impact on residents                                                                                                                                       |
| Work on a plan to develop the harbor area.                                                                                                                                                                                                                                                                                                           |
| ensuring the gap between the been heres and come heres is lessened so that the new people can understand and appreciate what the people who have been here and made this wonderful town what it is can help the come heres to maintain and only enhance those characteristics. we are a come here and want to help preserve and enhance, not change. |
| Personally not aware of public safety being an issue.....                                                                                                                                                                                                                                                                                            |
| Not happy about expensive homes turned into weekly rentals. Also do not appreciate home owners who live in CC part time as a problem...the "town where nobody lives"                                                                                                                                                                                 |



## Appendix D: Data Notes

In this appendix, we provide some details regarding how we “cleaned” data for the statistical analysis as well as some raw output from Stata, the package we used.

**Table D-1: Responses to Mailed Survey**

| #   | Topic                                        | Usable Responses | Notes/Exceptions/Data Cleansing                                                                                                                               |
|-----|----------------------------------------------|------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Q1  | Beach community                              | 356              |                                                                                                                                                               |
| Q2  | Historic town                                | 359              |                                                                                                                                                               |
| Q3  | Renovation/repairs                           | 362              |                                                                                                                                                               |
| Q4  | New construction                             | 364              |                                                                                                                                                               |
| Q5  | Charm creates value                          | 362              | A value of “3.5” was rounded up to 4                                                                                                                          |
| Q6  | Fund for derelict                            | 363              |                                                                                                                                                               |
| Q7  | Fees finance that fund                       | 359              | A value of “-1” was converted to “1”                                                                                                                          |
| Q8  | Restrict new development in historic overlay | 358              |                                                                                                                                                               |
| Q9  | Education                                    | 357              | A value of “c,d” was recorded as d, and a value of “e f” was recorded as e.                                                                                   |
| Q10 | Gender                                       | 340              | In addition to the usable responses, six respondents indicated “both” (often due to a husband-wife team answering the survey together); two “other” responses |
| Q11 | Zip Code                                     | 346              | Two non-usable responses: “Richmond” and “you know.” Two other non-usable responses because zip code does not exist (23710, 23815)                            |
| Q12 | Year Born                                    | 316              | Ranged from 1928 to 1997                                                                                                                                      |
| Q13 | Ethnic Identity                              | 353              | Some respondents marked more than one possibility. See Q14 for “other.”                                                                                       |
| Q14 | “Other” identities                           |                  | Comments included: American, Does not matter, Does this need to be asked?, Eastern European, Native American, Who Cares?, Why?, X, --                         |
| Q15 | Annual household income                      | 335              | Comments included: retired, Why?                                                                                                                              |

# Raw Stata Output

## A. In-Person Survey

. pwcorr beach- far, sig

|           | beach             | derelict          | helploinc         | distance          | category          | local             | near              |
|-----------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| beach     | 1.0000            |                   |                   |                   |                   |                   |                   |
| derelict  | 0.1639<br>0.1438  | 1.0000            |                   |                   |                   |                   |                   |
| helploinc | 0.0208<br>0.8535  | 0.3177<br>0.0038  | 1.0000            |                   |                   |                   |                   |
| distance  | -0.0066<br>0.9531 | 0.0464<br>0.6806  | 0.0545<br>0.6292  | 1.0000            |                   |                   |                   |
| category  | 0.0467<br>0.6786  | 0.1357<br>0.2271  | 0.1445<br>0.1981  | 0.7902<br>0.0000  | 1.0000            |                   |                   |
| local     | -0.0835<br>0.4587 | -0.1870<br>0.0946 | -0.2709<br>0.0144 | -0.4141<br>0.0001 | -0.7727<br>0.0000 | 1.0000            |                   |
| near      | 0.0673<br>0.5504  | 0.1090<br>0.3326  | 0.2280<br>0.0406  | -0.4175<br>0.0001 | -0.1406<br>0.2106 | -0.5199<br>0.0000 | 1.0000            |
| far       | -0.0025<br>0.9825 | 0.0412<br>0.7150  | -0.0188<br>0.8676 | 0.8292<br>0.0000  | 0.8322<br>0.0000  | -0.2911<br>0.0084 | -0.6659<br>0.0000 |
|           | far               |                   |                   |                   |                   |                   |                   |
| far       | 1.0000            |                   |                   |                   |                   |                   |                   |

B. Mailed Survey: Correlation Matrix

| . pwcorr q1 - q8 female high local near far age graddeg , sig |                   |                   |                   |                   |                   |                   |                   |
|---------------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
|                                                               | q1                | q2                | q3                | q4                | q5                | q6                | q7                |
| q1                                                            | 1.0000            |                   |                   |                   |                   |                   |                   |
| q2                                                            | -0.5560<br>0.0000 | 1.0000            |                   |                   |                   |                   |                   |
| q3                                                            | -0.2013<br>0.0001 | 0.4098<br>0.0000  | 1.0000            |                   |                   |                   |                   |
| q4                                                            | -0.2013<br>0.0001 | 0.3635<br>0.0000  | 0.7408<br>0.0000  | 1.0000            |                   |                   |                   |
| q5                                                            | -0.2080<br>0.0001 | 0.3664<br>0.0000  | 0.6095<br>0.0000  | 0.6734<br>0.0000  | 1.0000            |                   |                   |
| q6                                                            | -0.1103<br>0.0380 | 0.2366<br>0.0000  | 0.3467<br>0.0000  | 0.2997<br>0.0000  | 0.2742<br>0.0000  | 1.0000            |                   |
| q7                                                            | -0.1232<br>0.0212 | 0.2675<br>0.0000  | 0.5126<br>0.0000  | 0.4252<br>0.0000  | 0.3477<br>0.0000  | 0.6114<br>0.0000  | 1.0000            |
| q8                                                            | -0.2187<br>0.0000 | 0.2344<br>0.0000  | 0.3755<br>0.0000  | 0.3822<br>0.0000  | 0.3585<br>0.0000  | 0.2572<br>0.0000  | 0.3123<br>0.0000  |
| female                                                        | -0.0450<br>0.4135 | 0.1782<br>0.0011  | 0.0038<br>0.9441  | 0.0731<br>0.1791  | 0.1086<br>0.0464  | 0.0594<br>0.2760  | 0.0008<br>0.9886  |
| highincome                                                    | -0.0257<br>0.6445 | -0.0352<br>0.5243 | 0.0073<br>0.8943  | 0.0292<br>0.5954  | 0.0348<br>0.5280  | -0.1402<br>0.0103 | -0.0869<br>0.1152 |
| local                                                         | 0.0081<br>0.8834  | -0.0455<br>0.4065 | -0.0109<br>0.8412 | -0.0331<br>0.5426 | -0.0764<br>0.1611 | 0.0054<br>0.9215  | 0.0319<br>0.5607  |
| near                                                          | 0.0120<br>0.8272  | 0.0363<br>0.5076  | 0.0048<br>0.9300  | 0.0078<br>0.8864  | 0.0855<br>0.1168  | -0.0296<br>0.5868 | -0.0764<br>0.1629 |
| far                                                           | -0.0479<br>0.3845 | 0.0231<br>0.6731  | 0.0150<br>0.7836  | 0.0617<br>0.2562  | -0.0197<br>0.7178 | 0.0580<br>0.2872  | 0.1050<br>0.0548  |
| age                                                           | -0.0912<br>0.1101 | 0.1084<br>0.0566  | 0.0532<br>0.3477  | 0.0140<br>0.8051  | 0.0257<br>0.6510  | 0.0187<br>0.7419  | 0.0496<br>0.3823  |
| graddeg                                                       | -0.1529<br>0.0042 | 0.1030<br>0.0536  | 0.0906<br>0.0887  | -0.0122<br>0.8190 | 0.0578<br>0.2771  | 0.1050<br>0.0481  | 0.0523<br>0.3283  |

|            | q8                | female            | highincome        | local             | near              | far              | age    |
|------------|-------------------|-------------------|-------------------|-------------------|-------------------|------------------|--------|
| q8         | 1.0000            |                   |                   |                   |                   |                  |        |
| female     | 0.0692<br>0.2078  | 1.0000            |                   |                   |                   |                  |        |
| highincome | 0.0722<br>0.1913  | -0.1716<br>0.0021 | 1.0000            |                   |                   |                  |        |
| local      | -0.1253<br>0.0219 | 0.0237<br>0.6706  | -0.3135<br>0.0000 | 1.0000            |                   |                  |        |
| near       | 0.0980<br>0.0738  | -0.0166<br>0.7663 | 0.2826<br>0.0000  | -0.9144<br>0.0000 | 1.0000            |                  |        |
| far        | 0.0687<br>0.2107  | -0.0174<br>0.7549 | 0.0817<br>0.1465  | -0.2336<br>0.0000 | -0.1801<br>0.0008 | 1.0000           |        |
| age        | -0.0119<br>0.8343 | -0.0876<br>0.1283 | -0.2710<br>0.0000 | 0.1782<br>0.0019  | -0.2071<br>0.0003 | 0.0670<br>0.2459 | 1.0000 |

## Appendix E: Information on Property Transfer Disclosures

We were asked to submit a query about informing new homeowners of preservation ordinances to the listserv run by the National Association of Preservation Commissions (NAPC). We obtained several responses:

### 1. Christy Anderson, Historic Preservation Coordinator, Mobile, AL

[I]n Alabama, it would take an action by the state real estate commission to require a disclosure form at closing, although I seem to recall from a FORUM years ago that some cities had have been able to get that adopted as part of a closing package locally. That still lets folks be surprised at the end of the process. We have a brochure about what it means to be in a historic district that some of our more active associations have used as part of their welcome packets as well. I've been a fan of stealing ideas from Little Rock, I believe they would do MLS searches and either post signs (I'm historic!) next to real estate signs or notify the listing agent. I've found that even with agents who I know know better though, they'll push through sometimes to get their commission and say oops! For several years I taught CE classes for the local real estate association, but they stopped asking me to do it (it was free), so we've not had a lot of support from that end. We had some removable stickers made that I put on glass doors of foreclosures as well that had a big H on it, noting our number and historic designation.

### 2. Rhonda Baker, Historic Preservation Specialist, Grand Rapids, MI

In Grand Rapids we are linked with our local real estate organization so staff receives auto emails when a property goes on sale, is sale pending and sold. When it goes on the market we send a contact letter to the realtor (see attached) this reminds them its in a historic district and also illustrates that we did reach out so if a new buyer says they didn't know it was designated we can illustrate contact with the sellers realtor. It helps close the gap a bit and provides the realtors with information to help them sell and educate. I also like to down load the realtor's photos of the property for my own records. When it sells we send a welcome packet to the new owner that includes the attached letter along with links to our guidelines, copy of the permit application, informational items about weatherization, researching, brochure for their district and, Preservation Briefs, etc. We also send postcards to all owners each year reminding them of the need to obtain a permit for exterior work along with information about our annual awards and workshops. This goes out February or March before we hit the busy spring season.

### 3. Scott Slagor, Preservation Planner, Ypsilanti, MI

In Ypsilanti, Michigan we don't have disclosure mandates but we do make a strong effort to notify new owners that their property is in the historic district. For realtor outreach, staff (me) monitors the local real estate listing and sends the agent a post card whenever a property in the district comes



up for sale. I attached a template for our postcards. For new owners, we send letters quarterly. Our Assessor has the historic district properties flagged in the database so it's easy for us to pull the addresses into a mail merge. I've attached our letter as well.

*Attachment: Example Disclosure Letter*

Dear «ParcelMasterownername1», |  
Congratulations on your purchase of «ParcelMasterpropaddrnum» «ParcelMasterpropaddrdirect»  
«ParcelMasterpropstreetname» in the Ypsilanti Historic District! Thank you for choosing to continue  
Ypsilanti's proud historic tradition.

The Historic District was created forty years ago to protect Ypsilanti's historic resources and the value they add to our community. The Historic District Commission administers a permit process that ensures updates to the outside of properties are done in a way that preserves their historic character. ***Historic District permits are required for work that affects your property's outside appearance, such as windows, additions, roofing, porch or deck modifications, other flatwork such as patios and walkways, and painting, regardless of the age of the structure.*** Some maintenance items like touching up paint or replacing a piece of damaged siding with identical materials don't require a permit. See more information about the application and decision process on the enclosed factsheet.

More resources are available to help you maintain and improve your property. The Historic District's webpage at <https://www.cityofypsilanti.com/hd> has permit application forms; fact sheets with helpful information on porches and railings, windows, alternative energy, and more; and links to other resources. Educational resources and information about upcoming events can be found on the HDC's Facebook page at <facebook.com/YpsiHDC>.

In addition to the information the City provides, several local resources are available for those wishing to dig deeper. Those resources include:

- Ypsilanti Heritage Foundation ([www.yhf.org](http://www.yhf.org)), dedicated to celebrating Ypsilanti's diverse architecture, puts on an annual home tour, and is responsible for the historic plaques you see on area buildings;
- Ypsilanti Historical Society ([www.ypsilantihistoricalsociety.org](http://www.ypsilantihistoricalsociety.org), 734-482-4990), a fantastic local history resource with an extensive archive;
- Ypsilanti District Library ([www.ypsilibrary.org](http://www.ypsilibrary.org), 734-482-4110) has a wide array of local and regional historic resources in its Michigan/Ypsilanti Heritage Room at its Whittaker Road branch.

Thank you for helping to continue a decades-long tradition of preservation within Ypsilanti. Your efforts and those of people like you contribute to Ypsilanti's continued revitalization! If you have any questions or concerns, please feel free to contact us at 734-483-9646 or at [sslagor@cityofypsilanti.com](mailto:sslagor@cityofypsilanti.com).

Sincerely,

## Appendix F: Historic Authenticity vs. Look and Feel

In the comments from town leaders regarding the draft version of this report, we were asked to investigate the following: “is the goal to preserve the actual historic integrity of our structures, or just the historic appearance of those structures?”

We did not specifically ask this question on either the in-person or the mailed survey, nor was it included as a prompted item in the online (Facebook) survey. We did, however, include questions related to this issue in the small-distribution Qualtrics online survey we sent to participants from the March 4 meeting. Several unprompted, open-ended comments from the mailed-in survey also related to this issue. We revisited the meeting notes and comments from the various surveys, and summarize them below.

### *1. Meeting Notes—Prompted Responses—Advocate for Accuracy, but some Ambiguity*

The meeting on March 4 included some discussions about this issue, and the Qualtrics follow-up survey asked for additional opinions, even including this question: “What are the most important architectural aspects of the existing historical structures that you think should be preserved, in terms of exterior design or other elements?” It also asked: “What do you think are the main elements that should be included in the updated historic preservation plan for Cape Charles?” (Responses are in Appendix A, starting at page 35.) The meeting included mostly town leaders and those who were able to attend the evening meeting in person. Numerous online survey respondents advocated historically accurate materials and details, but even among this relatively small group (only 28 responses), some ambiguity exists in terms of how the sentiments should be interpreted—even some of those specifically asking for authenticity were focusing on look and feel as opposed to materials. ***The top-line summary of town leaders and committed preservation advocates who attended the March 4 meeting (and/or filled out the online survey follow-up) was that there was some discussion and advocacy for “historical integrity” above and beyond mere “historical appearance.”***

### *2. Public Questions—Open-Ended Responses—Acceptance of Modern Materials*

Many members of the general public commented on this issue as well in the mail-in survey. Most of the comments related to positive feelings about using modern materials to obtain a historic look and feel. We received at least nine unprompted comments specifically sanctioning the use of modern materials, listed beginning on page 47, covering post mark dates October 21, 22 (3 comments), 24 (2 comments), 28, 30, and November 16. ***Overall, the emphasis from the public, when the issue was raised, was in favor of modern materials with a “historical appearance” as opposed to specific and exacting “historical integrity.”***

## Appendix G: Complete Literature Review

## "A Decade of Historical and Economic Research on Preservation Planning"

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Christopher Newport University

Sheri Shuck  
Christopher Newport University

January 15, 2020

### **Abstract**

The authors review a decade of research providing perspectives on how two “planning-adjacent” disciplines (history and economics) can improve historic preservation. These perspectives are used to justify historic preservation, inform the economic implications of *de facto* preservation policies on various constituencies, and develop specific practices and policy recommendations that relate preservation to socioeconomic outcomes.

**Keywords:** historic preservation, economic development, policy planning, governance, land use regulation, housing affordability, housing market

## "A Decade of Historical and Economic Research on Preservation Planning"

### Introduction

Over the past decade, the field of historic preservation has been revitalized by the growing number of citizens, academics, and professionals who are willing to tackle head-on the challenges of preserving historic structures and districts in the 21<sup>st</sup> century.<sup>9</sup> One of the biggest challenges is relevance in the modern world. Why should we preserve historic properties? Why does preservation matter? As preservationist and public historian Bob Beatty stated: "Place is truly at the heart of how we see the past."<sup>10</sup> Historic towns and cities not only contain properties that should be kept intact, but they are also full of voices and unique histories that need to be told. When districts are preserved properly, history can be brought to life to share with future generations. It is this local history that constitutes connections between people and place. The countless stories from young and old that can be found throughout the country can act as microcosms to understanding our identity, the nation, and its legacies.<sup>11</sup>

Given the rolling 50-year window of historic relevance for structures, only very few communities lack *any* demand for historic preservation. Addressing municipalities' historical legacies

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<sup>9</sup> In this paper, the term *historic preservation* is defined as a collective effort to purposefully preserve historic buildings, homes, and sites that have been deemed historically significant and qualify under the 50-year rule stipulated by the National Historic Preservation Act of 1966 (see <https://www.achp.gov/sites/default/files/2018-06/nhpa.pdf>). We use the term *cultural heritage* to include the preservation of associated practices, memories, ideas, and traditions of specific locales. Barry L. Stiefel and Amalia Leifeste, *Sustainable Heritage: Merging Environmental Conservation and Historic Preservation* (New York: Routledge, 2018), 1-3. For excellent introductions to the field of historic preservation, see: William J. Murtagh, *Keeping Time: The History and Theory of Preservation in America* (New York: John Wiley and Sons, Inc., 2005); Diane Barthel, *Historic Preservation: Collective Memory and Historical Identity* (New Brunswick, N.J.: Rutgers University Press, 1996); J. Myrick Howard, *Buying Time for Heritage: How to Save an Endangered Historic Property* (Preservation North Carolina, 2007); and Max Page and Randall Mason, "Rethinking the Roots of the Historic Preservation Movement," in *Giving Preservation a History: Histories of Historic Preservation in the United States*, eds. Max Page and Randall Mason (New York: Routledge, 2004). For the history and modern trends of historic preservation in Virginia, see: *Preserving the Old Dominion: Historic Preservation and Virginia Traditionalism* (Charlottesville: The University Press of Virginia, 1993).

<sup>10</sup> Bob Beatty, "Crossroads: Exploring the Vibrant Connections between People and Place," in *An American Association for State and Local History Guide to Making Public History*, Bob Beatty, ed. (New York: Rowman & Littlefield, 2017), 139.

<sup>11</sup> Beatty, "Crossroads," 137-140.



is therefore one of the most important aspects of town planning, yet periodically-updated comprehensive plans sometimes neglect recent trends and research findings relating to historic preservation plans. Indeed, historic preservation plans and ordinances are often updated less frequently than required by statute.<sup>12</sup>

It is not surprising that historic preservation plans do not receive the attention they should, if for no other reason that few courses of study that prepare students for careers in the planning profession include a specialization in historic preservation (Brinkley and Hoch, 2018). Analysis of data from a national survey measuring supply and demand in the labor market for planners by Greenlee, et al, (2015) indicates that less than a tenth (8.9%) of about 300 surveyed United States-based planning faculty members specialize in historic preservation—and historic preservation is not even listed (their Table 5, p. 165) among the knowledge areas of their sample of 115 practitioners among the academics who completed the survey.

Academic discipline affiliation can affect policy design and implementation, for better or worse. Steiner (2011) comments on differences between design approaches and planning approaches. There is a tension, of course, between historic preservation (which by definition is about conservation or at least adaptive re-use of pre-existing resources) and urban design or architecture (which often involves creation of wholly new structures, even if in a context of the existing built environment); this tension constitutes the theme of an entire chapter in a reader on urban redevelopment (Hersch, 2018, chapter 2). For this reason, our emphasis in this paper relates to the socio-economic and policy orientation of planning, as opposed to the creative, architectural emphasis of much of the planning literature devoted to aesthetics and design (Gleye, 2015).<sup>13</sup>

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<sup>12</sup> The extent of such “delinquent” updates would be an interesting subject of research in itself.

<sup>13</sup> A useful white paper considers how streetscape design can be integrated into a plan for historic preservation (Crankshaw, 2009). Minner (2016) identifies not only synergies, but tensions among preservation goals and planning emphases.

A paper based on the rather broad themes of historical and economic perspectives informing historic preservation could easily extend beyond the scope of a single journal article. We cannot be comprehensive, but instead aim to cover conceptual convergences recently arising among these disciplines. As a matter of practicality, we have focused on books and academic studies published during the last decade, and mostly in the U.S. context, although occasionally informed by non-U.S. contributions where directly relevant. Every community is unique (Howell, et al, 2019), and bespoke case studies constitute a large part of the scholarship relevant to historic preservation (and planning more broadly), but we have attempted to write at a level of generality that will be useful to students, academics, and communities assessing historic preservation plans exhibiting a number of common characteristics including gentrification, derelict structures, industrial decline (Heathcott, 2013), housing affordability, tourism, and resilience to climate change. The final third of the paper enumerates specific policy directions arising from the studies we examine. Our focus is on historical and socio-economic studies, but we also include papers from planning journals that are related to practical policy recommendations, in the sense identified by Steiner (2011, p. 213) such that, “planning needs to practically convert knowledge into action.”

Our work promotes a view of preservation informed by history and economic thinking; we provide socioeconomic context to recent comprehensive guides and handbooks that cover some or most aspects of historic preservation. This includes a planning and community development guide (Tyler and Ward, 2011) as well as a seminal handbook with a very practical focus on historic preservation plan preparation (White and Roddewig, 1994). Arendt (2015) provides an updated overview of planning, including some content on historic preservation, for non-urban areas. All three works are still excellent starting places for anyone tasked with writing such a plan, depending on the size of the municipality, and we strongly suggest anyone writing a preservation plan peruse those works as a companion to the themes we emphasize from more recent scholarship. A white

paper produced in 2017 by the National Trust for Historic Preservation (or NTHP) considers how older structures can be re-used, despite barriers that might be posed by zoning, finances, parking, and other codes. Another NTHP book (Rypkema, 1994) constitutes the seminal work on the economics of historic preservation. Rypkema's primer (2000) provides still-useful tools to assess the feasibility of re-using historic buildings. An encyclopedic approach to housing edited by Carswell (2012) contains useful information for the preparation of historic preservation plans. Leigh and Blakely (2013) contains information on historic preservation as part of a general textbook on local economic development. Page (2016) provides strong arguments in favor of preservation. Crankshaw's advice (2009) relating to historic district streetscapes remains relevant, as does Hamin, et al's (2006) early analysis of "smart growth" plans and the Community Preservation Act. Two legal papers (Beydoun and Pearlman, 2001; Susong and Pearlman, 2000) cover, respectively, governmental prohibitions on homeowners transforming their historic properties in ways that might violate ordinances, and how the "beauty" of physical structures has been regulated.

### **A Historical Perspective on Why Preservation Matters**

Historic structures offer much to our understanding of the past: they constitute tangible evidence on how people once lived. Visitors and residents can physically see with their own eyes long-established communities. They are witnessing history. As Barthel (1996) reminds us, historical "authenticity" is an important goal of preservationists. Experts judge historical sites on structure, basis, and content. Has its historical character been kept intact, or has it been stripped of its patina and restored to an inauthentic structure? Even authentic historic districts must make room for the inauthentic facilities used by tourists, such as parking lots, public restrooms, wheelchair ramps, and gift shops. These can cause difficulties as planners try to attract resources to construct such facilities

and to fit them into sometimes constrained geographical footprints. Yet, historic structures help communities to maintain a collective memory.

For historic preservation to be successful, community members and experts need to band together and present a cohesive plan to confront those that advocate demolition. Bluestone (2011, page 15) reminds us that “preservation is anything but static.” What is deemed worthy of preservation? Who preserves it: the public, or private individuals? What does the preservation of a structure provide to the community, individuals, or group? These questions have changed over time and place, as identified by Sprinkle (2014)—who covers the early history of the preservation movement in the United States—and Tyler et al (2009).

Yet the preservation movement has made positive steps forward in the last two decades. Meeks and Murphy (2016) see preservation as an engine that can revive American communities, and this is very much a theme of the organization Main Street America that aims to revitalize small town commercial cores in much of the United States.<sup>14</sup> Jackle and Sculle (2011) posit that it all comes to cost. As discussed further below, the rehabilitation of historic buildings and subsequent revitalization of historic districts and towns have seen an increase in profitability and property values; economic success equals an advance in the movement—from tax-credits given to owners of historic properties to the enhanced historic districts that bring in more tourist dollars. These economic benefits are part of the reason that over 2,300 local historical districts exist in the United States.<sup>15</sup>

Neglect of the built environment can eventually necessitate demolition.<sup>16</sup> Newman and Saginor (2014) discuss policies that can be used to counter this tendency. They include state

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<sup>14</sup> See: <https://www.mainstreet.org/home>

<sup>15</sup> John A. Jackle and Keith A. Sculle, *Remembering Roadside America: Preserving the Recent Past as Landscape and Place* (Knoxville: University of Tennessee Press, 2011), 214-218.

<sup>16</sup> In fact, the realities of financial option pricing may encourage landlords to delay the decision to tear down properties that might otherwise be renovated (McMillen and O’Sullivan, 2003).

regulations, incentive zoning, transfer of development rights<sup>17</sup>, and financial incentives. They enumerate (page. 634),

“four key imperatives for the prevention of neglect: (1) carefully drafted local provisions led by powerful local political leaders, (2) a multi-scalar regulatory system that monitors heritage properties, (3) legislation which enforces substantial penalties on owners who allow neglect to occur and provides incentives for heritage maintenance; and (4) a combinational approach which is locally based but built into regional growth plans.”

Transfer development rights are studied in more detail by Been and Infranca (2013). It is important to note that legislation and municipal comprehensive plans, to the extent that they do focus on historic preservation, can sometimes do so at the cost of considerations related to cultural and artistic policy (Redaelli and Haines, 2014).

It is important to remember that historical neighborhoods and structures are protected under codes that are byproducts of zoning decisions. The origin of zoning in early 20<sup>th</sup> Century America is not unproblematic, and has been contrasted to that of Europe (Hirt, 2013). In the United States, zoning created the purely residential district as well as the purely single-family residential district. This perspective corrects a possible misinterpretation that U.S. zoning is merely a copy of earlier practices from Germany and England.

In sum, historians have provided the motivation for preservation based on an appeal to values and culture. They have not ignored its pecuniary aspects, and we aim to cover these, along with other socio-economic implications of preservation, in more detail below.

### **Socio-Economic Aspects of Historic Preservation**

Given the importance of the built environment and its role in preserving our history, sociologists and economists have over the last decade conducted rigorous statistical studies related

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<sup>17</sup> These are described in Chapter 5 of White and Kotval, 2013.



to various implications of the historical built environment, and how its preservation (or lack thereof) affects people living in and nearby historic zones and structures.

### *Tourism and Historic Preservation*

For “main street” historic districts in many towns across the United States, tourism offers an economic engine that can make historic preservation more financially feasible (Ryberg-Webster and Kinahan, 2014). Although tourism has this positive impact on commercial activity, it is not necessarily universally welcomed by local communities that must deal with potentially greater traffic congestion and other problems (Harrill, 2004). Often, battlefields and other geographic aspects of military heritage encourage tourism to local historic districts. Although a familiar pattern in the United States, where the National Park Service estimates economic impact of battlefield historic parks, it exists in the European context as well (Jelier, et al, 2005). The town of Plymouth in the United Kingdom successfully marketed its historic core to serve as a driver of local tourism, with concomitant economic development for its downtown (Barrera-Fernandez, 2016). The fact that the cause of historic preservation can be ruined by the commercialization often associated with tourism was identified some time ago (Naser, 2003).

### *History’s Value to Real Estate and Economic Development*

A large number of studies relate to the economic implications of historic preservation, which constitutes a street-appeal-enhancing amenity for residents above and beyond the pecuniary impact generated by tourism to historic areas. It can also foster civic and community pride (Lawrence-Zuniga, 2016). An early study identified how historic districts contribute to economic development (Listokin, et al, 1998). More recently, McCabe (2019) examines how preservation ordinances can foster gentrification. Historic amenities have been found to increase property values (Koster and

Rouwendal, 2017); this study updates and contradicts previous findings (Noonan and Krupka, 2009) that historic properties are *less* valuable, all else equal. One study (Buitelaar and Schilder, 2017) even provided a quantitative estimate of the pecuniary benefits of a particular historical style: neo-traditional architecture. Housing renovations seem to have network effects, whereby one renovation fosters others nearby (Helms, 2009).

Characteristics of older neighborhoods, although not exclusively historic in nature, also benefit housing prices. They often contain a larger variety of housing types; Chakroborty and McMillin (2018) find that higher levels of housing diversity are associated with greater price stability, at least during the latest real estate crisis. A study by Koster and Rouwendal (2012) reveals that mixed land use is appreciated by homeowners, and creates value through higher residential housing prices. Many older neighborhoods have public gardens, which have also been shown to increase local property values, especially in lower-income areas (Voicu and Been, 2008).

Although many of these studies consider how zoning rules create economic outcomes, an interesting study by Gabbe (2017) reverses the causal direction of that relationship, and looks at which communities decide to “upzone” (that is, increase density in) their neighborhoods. They find that such changes to zoning rules are more likely in real estate parcels with low-intensity, nonresidential use. Parcels with more home ownership are resistant to upzoning, based on his analysis of 780,000 parcels in Los Angeles during the period from 2002 through 2014.

Historic preservation is related to the concept of regulatory “takings” if the state confiscates property or constrains the ability of land owners to do as they wish with their property—for example, using vinyl to replace wooden windows. An interesting finding from a recent study (Mohamed, 2013) on the “endowment effect” (which predicts that people value losses more than gains) is that implementing plans (such as historical preservation guidelines and ordinances) helps to cement endowments. This means that judicial review is more likely to favor landowners than would

be the case in the absence of plans. The economic concept of endogeneity, where the direction of cause and effect is explicitly addressed, can be applied to historic preservation as well. Does designation cause land values to rise, or do existing land values and other neighborhood characteristics increase the likelihood that designation will be sought? In this vein, Noonan and Krupka (2008) examine the determinants of historic and cultural landmark designation, rather than the effects such designation has on the external environment.

### *Housing Affordability*

Slate tiles are more expensive than modern roofing materials, and in many areas of the United States, drywall has replaced plaster. Window replacement is sometimes seen as too expensive for some owners of historic homes in communities where skills associated with rejuvenating old infrastructure has been lost over time. These are just some examples of a generally unintended consequence of historic preservation ordinances: households with lower income may not be able to maintain their structures in a way that is consistent with historic preservation guidelines and ordinances, leading to either derelict structures or repair costs that force relocation and subsequent gentrification (Bartolet, 2017). Meeks and Murphy (2016, page 201) characterize the potential negative impact of preservation on affordability as the “great inversion.” Many local preservation ordinances in the United States have economic hardship exceptions, but we were unable to find a comprehensive examination of them and their effects.

To the extent that historic preservation constrains the supply of housing, it can lead to increased price points. Koster, et al (2012) find that supply restrictions do increase housing costs. This can take place even in low-end rental housing (Garboden and Newman, 2012), which in turn can exacerbate housing availability for the working poor (Casa del Pueblo Community Land Trust, 2013). Not surprisingly, landlords tend to invest when economic returns to renovation justify it

(Mayer, 1981). Ellen, et al (2005) finds that federally subsidized rental housing does not depress neighborhood property values. On the contrary, spillover effects lead to positive externalities near subsidized housing (Schwartz, et al, 2005). A sophisticated econometric study by Koster and van Ommeren (2018) find that improvements to public housing increase the value of nearby houses. Paredes and Skidmore (2017) find that demolition of residential housing incurs costs to the tax base that are not recovered even five decades following the demolition, because vacant lots drag down property values just as derelict buildings do. The existence of a foreclosure, often the first step to a derelict structure, has a negative impact on neighboring properties (Anenberg and Kung, 2012).

Unfortunately, plans related to “smart growth” for affordable housing often neglect historic preservation—a recent literature review of the former does not include “preservation” as a category (Addison, et al, 2012). Edwards and Haines (2007) find that some communities do not fully integrate “smart growth” into their comprehensive plans, even when mandated to do so by the state. The Moderately Priced Dwelling Unit strategy encouraged housing affordability in Maryland (Dawkins, et al, 2017). Another study focuses on the legal aspects of inclusionary zoning in Maryland (Kelly, 2010). According to Scally (2019), housing affordability in the United States has been harmed by a lack of federal leadership, although state housing finance agencies are attempting to fulfill this role.

Conflicting interests can create adversarial relationships among various interested parties including homeowners, building contractors, and preservationists. One collaborative program in Washington, DC led to cooperation among these interest groups (Howell, 2017); this provides a useful model for how housing affordability need not be sacrificed on the altar of preservation. It is important for affordable housing schemes to be highly localized (Howell, et al, 2018). Even the definition of “uniqueness” can be problematic, whereby policies designed to preserve a distinctive built environment can be accused of promoting the opposite in practice (Rivero, 2019). Zoning

practices—including preservation guidelines—can also affect affordability, and this effect can have a disproportionately greater impact on minority households (Whittemore, 2017). Fair housing—and its relationship to racial justice in American cities—is examined by Goetz (2018). Pietila (2010) argues that bigotry affected the development of neighborhoods in Baltimore; Logan (2017) discusses this in Washington, DC.

### *Resilience and Sustainability*

In recent years, historic preservation has incorporated the importance of environmental conservation (Young, 2012; Stiefel and Leifeste, 2018; Moore, 2010; Steiner et al, 2016). Preservation has long been considered a national endeavor by many countries seeking to protect their heritage. Great Britain’s National Trust for Places of Historic Interest and Natural Beauty began revolutionary environmental protection policies in the early 20<sup>th</sup> century, which the United States modeled later in the National Trust for Historic Preservation. Both entities, and their counterparts in other countries, increasingly promote policies that focus on land conservation and sustainability as it relates to historical properties. One study specifically examines the environmental policies being promoted in European cities (Beatley, 2012).

Meeks and Murphy (2016) argue that historic buildings are inherently “green” or environmentally friendly on a comparative basis, for the simple fact that they do not require the intensive level of carbon emissions associated with *de novo* construction. Communities that foster reuse of old buildings and homes—in many cases implementing adaptive use and rehabilitation procedures—often see these policies as consistent with environmental policy goals. Many local and state governments are changing their preservation policies to address climate change, such as increasing the size of gutters and downspouts on historic houses to deal with heavy rainfall.

Growing concerns about sea level rise and the uptick in damaging hurricanes have led to flexibility in preservation practices, including elevating buildings in danger of flooding.<sup>18</sup>

The ecological concept of resilience refers to, “the capacity of system to resist or ‘bounce back’ from a disruption.” (Woodruff, et al, 2018, page 2) Adaptation, on the other hand, relates to how to “limit the negative consequences of climate change.” (ibid., page 1). They find that resilience can be superior to adaptation, but even plans emphasizing the former are in need of improvement, based on their examination of 10 resilience plans and 44 adaptation plans related to climate change. Dyckman and Paulsen (2012) discuss water planning, finding that expanded federal authority under the Clean Water Act is not preferable to a federal-state-local partnership approach, and they cite the success of the latter in transportation. Gough (2015) finds that livability can be complementary to sustainability based on analysis of 14 jurisdictions in the Mississippi Gulf Coast.

To study whether zoning rules can promote resilience, Garde (2018) contrasts the likelihood of LEED-ND criteria adoption among buildings in areas that use either form-based codes (FBCs) or conventional zoning regulations (CZRs). He finds that FBC structures are more likely to conform to LEED-ND criteria, showing that resilience can be promoted through attention to zoning reform.

### **Historic Preservation in Practice: Recommendations and Suggestions**

Although our central purpose in this paper is to provide historical and economic perspectives related to preservation, it would make little sense to ignore best practices identified in journals dedicated to planning. Historic preservation plans and ordinances, more often than not, are written by local government workers, generally with planning backgrounds and education. Brinkley and Hoch (2018) discuss how different specializations in the planning discipline have ebbed and

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<sup>18</sup> Stiefel, *Sustainable Heritage*, 55-57, 72, 193, 209.



flowed over time, beginning as far back as 1909, before historic preservation had developed as a distinct field of study. In a chart documenting the prevalence of different specializations dating to 1950, historic preservation only enters the picture in the 1990s (their Figure 1). Based on their analysis of 332 specialization listings from individual planning education programs, historical preservation does not overlap any other specializations in a Venn diagram of different areas (their Figure 2). Thus, one area of difficulty that confronts historic preservation may be the lack of specialists trained to do such work. In this section, therefore, we identify a few practical approaches<sup>19</sup> to how historic preservation plans and policies can positively affect the local community.

#### *The Historic Buildings Survey and its Newest Incarnations*

Many historic preservation experts (the classic yet still very relevant example is White and Roddewig, 1994) advise that preservation plans should include a list or characterization of which historic structures—and architectural aspects thereof—are worth preserving. Generally, historic districts are delineated by maps, which can be of equal legal standing to a preservation plan’s text. Such maps have generally been ignored by scholarship, although one study examines them to show that planning thought is embedded in planning tools (Moga, 2017). In addition to maps, pictures provide important, non-verbal data that can preserve historical details, as well as document changes over time (Ammon, 2018).

Many exciting trends have positively impacted communities, especially those incorporating digital technologies with public participation (Ciolfi, et al, 2018). The concept of “digital technologies” moves beyond basic information, and instead focuses on interactive media that engages the public; it includes online collections and archives that can be incorporated into websites

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<sup>19</sup> Chapter 3 and 4 of Meeks and Murphy (2016) provide useful strategies in this sense.

to raise awareness of historic districts and their significance. Volunteers also can use digital technologies to create social media campaigns to increase community involvement and continually add information to their shared heritage with shared memories and oral histories. Consequently, this approach can result in documenting the histories of a community, preserving the artifacts associated with them, as well as creating a diverse discussion that encourages participation.

Identified as “communities of practice”, cultural heritage preservation is best when a community that has a common interest can interact on a regular basis to solve problems, formulate new ideas, and implement these innovations and strategies (Lave and Wenger, 1991). In Jennings, et al (2018), engagement models reflected how citizens are critical to preserving cultural heritage. One project they discussed used local teenagers to collect oral histories from the elderly (family members worked best) regarding the names and memories behind historic places in Ireland. The result was a multi-generational conversation with invaluable information about the identity and sense of place, creating a deeper understanding of their shared history—much needed in today’s historic towns and districts.

Other uses of digital technologies include historical building and architectural surveys. Implemented in historic districts, these studies detail the architectural style and traits, the history, and the condition and use from past to present of buildings and homes. Teams of preservationists, historians, and volunteers from the community take pictures, recover archival evidence from local libraries, and write and draw descriptions of the surveyed properties. Experts develop procedural checklists that allow greater participation by laypeople; community members thereby gain invaluable knowledge about their district. For example, in the case of Wakefield (a cathedral city in Yorkshire, England), archaeologists and historians worked with citizens to collect mapping data for a buildings survey. The Wakefield Historical Society in partnership with Leeds Beckett University actively trains members of the community to collect, survey, and write histories of their ancient town, which they

publish on their website and share with heritage trails and schools.<sup>20</sup> In San Francisco, a plan involving heavy public interaction promoted greater participation by marginalized populations in the process of historic preservation (Buckley and Graves, 2016).

ATLAS, an analytical software program, can aid these digital history projects by enabling large data files and text and audio and video recordings to be uploaded without needing transcriptions first. ATLAS efficiently organizes materials with data analysis techniques, saving time and resources. Google History Pin offers another digital tool to allow public participation and greater awareness in historic preservation. It allows users to upload multiple images, videos, and related texts or descriptions to the website, pinpointing a specific site, property, or historic district that can be identified with GPS. It works with archives and libraries, history organizations, and museums to bring historically relevant information to the public with access via computer or mobile phone. Consequently, interested viewers, community members, or tourists can instantly go on a historical tour at their fingertips.<sup>21</sup>

Technology continues to improve historic preservation efforts and the ability to engage the public, but does not guarantee long-term participation. Vogt (2007, page 21) argues that, “Sustainability begins with each historic site’s engagement with its community and its willingness to change its structure, programs, and services in response to the changing needs of that community.” Historic districts and towns must create innovative models that invite and incorporate fresh ideas and new partnerships.

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<sup>20</sup> For details on the Wakefield Historical Society, see: <http://www.wakefieldhistoricalsoc.org.uk/index.htm>, For information on their recent program related to historic preservation at <http://www.wakefieldhistoricalsoc.org.uk/Wood%20street.htm>, accessed on May 20, 2019. Faye Sayer, *Public History: A Practical Guide* (London: Bloomsbury, 2015), 131-134; English Heritage, *Understanding Historic Buildings: A Guide to Good Recording Practice* (London: English Heritage, 2006).

<sup>21</sup> See (<https://atlasti.com/>) and (<https://www.historypin.org/en/>). Google History Pin was created in partnership with Google and We Are What We Do. Sayer, *Public History*, 132-133.

The enthusiasm about community-based mapping has come under criticism by some planners, who accuse it of being, “an empty ritual, unable to deal with substantial issues...” (Saija and Pappalardo, 2018, page 1). They provide evidence from a case study in Italy’s Simeto valley that community mapping, if done with an “action research” focus, can avoid these problems.

Much like present-day museums, historic towns must tell their story effectively. Today’s homeowners are often not willing to preserve historic homes for the sake of preservation. One way to engage the public is to make history personal, incorporating the cooperation of citizens, past and present (Franco and Roberts, 2017). In the *Maine Community History Project* (housed under the Maine Historical Society’s *Maine Memory Network*), teams of community volunteers digitize local historical collections with text associated with each item and post them on an accompanying website, all adding to the historical narrative of the town. It also includes “My Album,” where citizens post and share old photographs associated with the community’s history. The benefits of such a digital platform are clear. Historic districts and towns could not only tell the individual stories by members of the community, but also can detail their historical significance and how it has been preserved over time. Digital technologies combined with sustained community involvement could guarantee the future of historic preservation.

The issue of public participation in the planning process has been covered by previous research. Kinzer (2016) identifies a disconnect in the planning literature between design and implementation, and this can affect historic preservation as well. Public participation in all major stages of a preservation plan’s preparation seems to be a good way to smooth policy implementation. Loh (2012) argues, however, that some interest groups in the community can conflict with planning priorities, and suggests policies to avoid the breakdown of the planning process. Laurian and Shaw (2009) found that planners often don’t formally evaluate planning processes.

### *Financing Historic Preservation*

The affordability issue mentioned in the previous section has spurred some innovative approaches to resource provision for historic preservation. One method for financing government offices that promote historic preservation is through property tax increases, which can also be leveraged to increase quality in local schools. Kang, et al (2012) find that such increases have a positive impact on residential property values, but that increased property taxes have a negative effect on business property values. Shoup, et al (2017) find that overcrowded on-street parking can be alleviated by fees, which in turn can fund public services.<sup>22</sup> In addition, fees can be levied against homeowners that violate historic preservation codes (Newman and Saginor, 2014). An endowment for lower-income residents who wish to enact historically authentic renovations and repairs can be financed from these sources, providing a way to avoid neglect by design of derelict structures. One alternative to private ownership of property in historic districts is the use of public ownership, or mixed forms of ownership. A typology of such types is provided by Lehavi (2008).

### Conclusion

In this paper, we have identified a large number of studies relevant to historic preservation from history and economics, two academic disciplines conceptually related to planning. Historians have provided values-based guidance to justify preservation; economists have examined its concomitant pecuniary aspects.

Several conclusions arise from the study. First, historic preservation should not be ignored during the planning process, for several reasons: people value the authenticity of older structures,

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<sup>22</sup> This study uses the payback period approach for capital budgeting. This method has been widely discredited among financial professionals, and a new study using either net present value or internal rate of return would be a valuable addition to assessing the value of parking fees.

older neighborhoods often exhibit features that drive up property values, and adaptive re-use almost always has a lower carbon footprint than *de novo* construction. Second, historic preservation policies should be enacted with care so as to avoid potential negative consequences such as over-commercialization associated with tourism and gentrification (which can result from rigid codes that drive up the cost of maintenance). Third, new technologies and methods such as digital archiving techniques can improve public participation in historic preservation, which in turn fosters community interest in preservation. Finally, we found that although preservation policies can promote a number of public goods, many planners lack formal training in its implementation, likely hindering the realization of its true value. Further research concerning best practices in historical preservation can therefore address resilience and carbon footprint as well as socio-economic issues such as gentrification, affordable housing, and hardship exceptions.



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