

Historic District Review Board

Special Meeting Agenda via Electronic Communications

Cape Charles Civic Center

April 20, 2021 6:00 P.M.

1. Introduction
2. Call to Order; Roll Call
 - A. Roll call and establish a quorum
3. Public Comment: Agenda Items Only
4. Consent Agenda
 - A. Approval of agenda format
 - B. Approval of minutes
5. Unfinished Business
 - A. Approval after the fact Application for a Certificate of Appropriateness to re-roof a single-family detached dwelling at 4 Randolph Avenue – tax map #83A3-2-2-86.
 - B. Application for a Certificate of Appropriateness to modify windows and add a skylight to a single-family detached dwelling at 209 Randolph Avenue – tax map #83A3-1-527B.
 - C. Application for a Certificate of Appropriateness to construct a rear addition and to demolish an existing shed and rebuild with an accessory unit at 100 Madison Avenue/410 Harbor Avenue.
 - D. Previously approved Certificate of Appropriateness to reveal the condition of existing siding on a two-story single-family detached dwelling at 324 Jefferson Avenue – tax map #83A1-20-A.
6. New Business
 - A. Pre-Application for a Certificate of Appropriateness to install a sign on a commercial building at 18 Strawberry Street – tax map #83A3-1-616A.
 - B. Pre-Application for a Certificate of Appropriateness to install a sign on a commercial building at 325 Mason Avenue – tax map #83A3-1-610.
 - C. Pre-Application for a Certificate of Appropriateness to install a fence at 615 Randolph Avenue – tax map #83A3-1-442.
 - D. Pre-Application for a Certificate of Appropriateness to install a fence and a shed at 725 Tazewell Avenue – tax map #83A4-1-27.
 - E. Pre-Application for a Certificate of Appropriateness to install a fence and construct two sheds at 521/523 Monroe Avenue.
 - F. Pre-Application for a Certificate of Appropriateness to replace the existing front porch flooring and front door on a two-story single-family detached dwelling at 119 Peach Street – tax map #83A3-1-492C.
 - G. Pre-Application for a Certificate of Appropriateness to construct a wrap-around front-side porch and a rear deck with a roof and replace windows on a

two-story single-family detached dwelling at 304 Tazewell Avenue – tax map #83A3-1-504A.

- H. Pre-Application for a Certificate of Appropriateness to demolish the existing accessory building and construct a new garage at 116 Tazewell Avenue – tax map #83A3-2-4-2.
- I. Pre-Application for a Certificate of Appropriateness to restore or replace the exterior siding and trim at 547 Mason Avenue – Tax map #83A3-1-563B.
- J. Application for a Certificate of Appropriateness to replace the roof and to construct additions on the side and rear on a single-family detached dwelling at 114 Pine Street – tax map #83A3-13-A.
- K. Approval after the fact Application for a Certificate of Appropriateness to install new railing on the front porch, replace a rear door, and add steps and a landing on a two-story single-family detached dwelling at 315 Randolph Avenue – tax map #83A3-1-527B.

- 7. Other Business
 - A. None

- 8. Adjourn



HISTORIC DISTRICT REVIEW BOARD

**Special Meeting
Cape Charles Civic Center
via Electronic Communications
January 19, 2021
2:00 p.m.**

This Special Meeting of the Cape Charles Historic District Review Board was held by video conference in accordance with Code of Virginia § 2.2-3708.2, subsection A.3, resulting from Governor Northam's March 12, 2020 declaration of a state of emergency for the Commonwealth of Virginia arising from the Novel Coronavirus (COVID-19) pandemic. It was deemed impractical and unsafe to assemble physically due to the highly contagious nature of COVID-19.

The purpose of this meeting was to review thirteen applications to obtain a Certificate of Appropriateness. An audio recording was made of the meeting, and the meeting was also live-streamed on Facebook, as well as video-taped for viewing from the Town's website after processing. Public comments were accepted in writing prior to the meeting. Viewers could also submit their comments via Facebook Live and emails to the clerk and the planner.

At approximately 2:00 p.m., Chairman Kerry Shackelford, having established a quorum, called to order the Special Meeting of the Historic District Review Board (HDRB). Physically present at the Civic Center were Edward Wells, Town Planner Allyson Finchum, and Planning Technician Tracy Outten. In attendance via Zoom were Martin Mayer, Michael Strub, Herb Thom, and the applicants. There were no members of the public physically in attendance, but there were 17 viewers on Facebook Live.

AGENDA:

Kerry Shackelford approved the Agenda as presented.

PUBLIC COMMENT (AGENDA ITEMS ONLY):

Tracy Outten read comments submitted in writing from David and Pat Cobb, Joe and Lori Wagner, Jim Granger, Eva Noonan, and Lynna Polizos.

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

ORDER OF BUSINESS:

- A. *Application for a Certificate of Appropriateness to demo and reconstruct a rear addition on a single-family detached dwelling at 212 Randolph Avenue – tax map #83A3-1-640.*

This application was deferred until a representative was in attendance to answer questions.

Allyson Finchum informed the board there were some zoning issues that needed to be resolved.

- B. *Application for a Certificate of Appropriateness to replace a front porch on a single-family detached dwelling at 220 Jefferson Avenue – tax map #83A1-1-209.*

Mike Hoag, applicant, read a statement. (Please see attached.)

Allyson Finchum informed the board that there was a zoning violation on the property due to work being started without an approval from the Zoning Administrator; and without a Certificate of Appropriateness (COA) being obtained. She said that zoning would be approved once the COA was issued.

Discussion and questions were as follows: (i) Edward Wells referenced page 44 item 3 and page 45 of the Cape Charles Historic District Guidelines (CCHDG) pertaining to porches. He asked the applicant

if using wood for the steps was an option; no. Michael Strub recalled that “Sears” homes had brick steps; (iii) Edward Wells said there were many different styles and profiles of handrailing to know which one would be approved without physical samples being provided; (iv) Kerry Shackelford thought the “Sears” home had a variety of porches and steps and there was not evidence of different material used for these steps other than would. He said the CCHDG were clear and other sections could be open to interpretation but not the porch section.

Motion made by Edward Wells, seconded by Herb Thom, to approve the Application for a Certificate of Appropriateness at 220 Jefferson Avenue to replace the front porch on the single-family detached dwelling with the conditions as follows: (1) the porch flooring would be azek; (2) a sample needed to be provided of the railings; and (3) step material would be wood or wood composite material. The motion was approved by majority vote with Michael Strub and Martin Mayer opposing.

Roll call vote: Kerry Shackelford, yes; Herb Thom, yes; Edward Wells, yes; Martin Mayer, no; Michael Strub, no.

- C. *Application for a Certificate of Appropriateness to extend an existing porch and to add screening on a single-family detached dwelling at 416 Randolph Avenue – tax map #83A3-1-596.*
June Pearlberg, applicant, summarized the project.

Allyson Finchum informed the board that a zoning violation was currently on the property due to work being started without approvals from the Zoning Administrator, Code Official, and HDRB.

There was some discussion on the roof pitch.

Motion made by Michael Strub, seconded by Herb Thom, to approve the Application for a Certificate of Appropriateness at 416 Randolph Avenue to extend the existing porch and add screening on the single-family detached dwelling as submitted. The motion was approved by unanimous vote.

Roll call vote: Martin Mayer, yes; Kerry Shackelford, yes; Michael Strub, yes; Herb Thom, yes; Edward Wells, yes.

- D. *Application for a Certificate of Appropriateness to construct an addition on a single-family detached dwelling at 623 Jefferson Avenue – tax map #83A1-1-14A.*
William Manning, contractor, summarized the project and added that the previously issued COA had expired.

Allyson Finchum said there were some zoning questions that needed to be answered pertaining to the proportion and grid pattern of the new windows and the roof pitch.

Kerry Shackelford was comfortable with the proposed windows since this was an addition and the roof pitch if it matches.

Motion made by Edward Wells, seconded by Herb Thom, to approve the Application for a Certificate of Appropriateness at 623 Jefferson Avenue to construct an addition on the single-family detached dwelling as submitted. The motion was approved by unanimous vote.

Roll call vote: Martin Mayer, yes; Kerry Shackelford, yes; Michael Strub, yes; Herb Thom, yes; Edward Wells, yes.

- E. *Application for a Certificate of Appropriateness to construct a two-story rear addition and first floor rear porch; and restore the front porch on a duplex at 426/428 Randolph Avenue – tax map #83A3-1-589.*

Allyson Finchum stated that the application did not meet setbacks and needs a variance approval from

the Board of Zoning Appeals before this board can approve the application.
The application would be deferred until all zoning issues were resolved.

- F. *Pre-Application for a Certificate of Appropriateness to construct a sign on a commercial building at 325 Mason Avenue – tax map #83A3-1-610.*

Allyson Finchum said though the past application for this commercial building was approved by the Town Council after the applicant appealed the board's decision, the sign was not listed.

Meredith Lusk, applicant, described the proposed sign.

Motion made by Herb Thom, seconded by Edward Wells, to approve the Application for a Certificate of Appropriateness at 325 Mason Avenue to install a sign on the commercial building as submitted. The motion was approved by unanimous vote.

Roll call vote: Martin Mayer, yes; Kerry Shackelford, yes; Michael Strub, yes; Herb Thom, yes; Edward Wells, yes.

- G. *Pre-Application for a Certificate of Appropriateness to enclose a deck on a single-family detached dwelling at 6 Randolph Avenue – tax map #83A3-2-2-82.*

Allyson Finchum needed to see a plat before signing off on zoning for this project. She added that the roof pitch and windows were inconsistent with the existing roof and windows.

After some discussion, the following information was requested:

- Actual size, type, and details on the windows was needed.
- The roof pitch needed to be clarified in relation to the house size.

- H. *Pre-Application for a Certificate of Appropriateness to replace a roof at 504 Monroe Avenue – tax map #83A3-1-375.*

Allyson Finchum was satisfied with zoning for the proposed roof replacement.

Jeb Johnson, contractor, described the proposed roof replacement and read a statement prepared by Jim Drebes, owner. (Please see attached.)

Discussion and questions were as follows: (i) Michael Strub asked the rating on the proposed shingles; 50 years; (ii) Herb Thom wanted to know if the zoning ordinance mentioned slate roofs; no; (iii) Kerry Shackelford said guidelines did not specify roofs but, the intent was to retain the original material; (iv) Edward Wells thought the applicant nailed it with the age of the roof and added that the slate had lasted its life span. Herb Thom agreed that the existing roof was beyond repair; and (v) Kerry Shackelford suggest using synthetic slate.

Motion made by Herb Thom, seconded by Michael Strub, to approve the Application for a Certificate of Appropriateness at 504 Monroe Avenue to replace the roof on the single-family detached dwelling as submitted. The motion was approved by majority vote with Kerry Shackelford abstaining.

Roll call vote: Martin Mayer, yes; Michael Strub, yes; Herb Thom, yes; Edward Wells, yes; Kerry Shackelford, abstained.

- I. *Pre-Application for a Certificate of Appropriateness to replace siding, add windows, and renovate the front porch on a single-family detached dwelling at 2 Monroe Avenue – tax map #83A3-2-6-7C.*

Allyson Finchum read Cape Charles Zoning Ordinance Section 3.2. pertaining to the request to adding a sliding glass rear door.

Kerry Shackelford and Herb Thom suggested a glass panel door be considered.

Bobby Montgomery, applicant, gave an overview of the proposed modifications and informed the board that wood railings would be installed.

Discussion and questions were as follows: (i) Edward Wells asked when the house was built; 1950; (ii) Kerry Shackelford clarified that the applicants would like to replace the existing siding with hardie plank; and (iii) Michael Strub would like information on the cupula.

The following information was requested:

- A detailed sketch of the cupula.
- Locations and size of the windows.

- J. *Pre-Application for a Certificate of Appropriateness to construct a new second floor, an addition, and a rear porch; and to renovate a single-family detached dwelling at 616 Strawberry Street – tax map #83A1-9-A.*

Allyson Finchum said the proposed project needed a variance for setbacks.

Jessica Colburn was available to answer questions.

After some discussion, more information was requested on the following:

- Clearer drawings and dimensions of the addition
- Specification on the roof pitch
- Existing structure condition and photos

- K. *Pre-Application for a Certificate of Appropriateness to replace windows on a single-family detached dwelling at 208 Bay Avenue – tax map #83A3-2-6-11.*

Allyson Finchum said zoning was approved.

Dan Alperin, applicant, was proposing to replace windows on the two-story home and asked if there were any questions.

Motion made by Edward Wells, seconded by Herb Thom, to approve the Application for a Certificate of Appropriateness at 208 Bay Avenue to replace the second-floor windows on the single-family detached dwelling as submitted. The motion was approved by majority vote with Kerry Shackelford abstaining.

Roll call vote: Martin Mayer, yes; Michael Strub, yes; Herb Thom, yes; Edward Wells, yes; Kerry Shackelford, abstained.

- L. *Pre-Application for a Certificate of Appropriateness to construct a two-story garage at 208 Bay Avenue – tax map #83A3-2-6-11.*

Allyson Finchum needed to check the zoning again.

Darin Alperin explained the proposed garage.

The following information was requested or suggested:

- Remove the fireplace from the application.
- Final application supporting documents needed to accurately reflect the garage.
- Details were overdone for an accessory building. It should not overshadow the main structure.
- Zoning needs to be approved

- M. *Pre-Application for a Certificate of Appropriateness to rebuild a chimney on a single-family detached dwelling at 202 Madison Avenue.*

Allyson Finchum informed the board that there was a zoning violation on the property due to the chimney being removed without an approval from the Zoning Administrator and Code Official; and without a COA being obtained. She said that zoning would be approved after a COA was issued.

Fiona Godwin, applicant, apologized for doing work without proper approvals and permits. She continued by stating the condition of the chimney was bad and it would be replaced. Fiona Godwin would try to reuse the brick.

The application was deferred until a brick sample could be provided.

Motion made by Herb Thom, seconded by Edward Wells, to adjourn the January 19, 2021 Historic District Review Board Special Meeting. The motion was unanimously approved.

Roll call vote: Martin Mayer, yes; Kerry Shackelford, yes; Michael Strub, yes; Herb Thom, yes; Edward Wells, yes.

Chairman Kerry Shackelford

Planning Technician

**Comments submitted in writing
January 19, 2021 Historic District Review Board Special Meeting**

David and Pat Cobb

Subject: 220 Jefferson Avenue

January 3, 2021

Allyson Finchum
Town Planner and Zone Administrator
Town of Cape Charles
2 Plum Street Cape Charles, VA 23310

Dear Ms. Finchum,

We are writing in support of Mike and Betty Hoag in their desire to reconstruct the rotted front porch and to replace the front steps at 220 Jefferson Avenue. We wholly agree with their selection of Azek tongue and groove porch decking, vinyl railings and brick steps. As you are probably aware, many of the residential buildings in town, and in particular, in the historic district, have brick steps. We live directly across the street at 217 Jefferson Avenue and have vinyl railings and brick steps. These materials are architecturally compatible with the houses in our area.

Anyone who lives in Cape Charles knows that wood does not hold up here. The Azek and vinyl will have the same appearance but with more durability and will require less maintenance. We are in complete agreement with the need to keep the aesthetic of this wonderful house, but common sense must prevail.

Yours truly,
David & Pat Cobb

Joe and Lori Wagner

Subject: 220 Jefferson Avenue

January 3, 2021

Allyson Finchum Town Planner and Zone Administrator
Town of Cape Charles
2 Plum Street Cape Charles, VA 23310

Dear Ms. Finchum,

We are writing in relation to Mike and Betty Hoag's intention to reconstruct the rotted front porch and to replace the front steps of their home at 220 Jefferson Avenue. We reside at 211 Jefferson Avenue and like many homeowners in the neighborhood, we support their selection of materials and finishes, namely Azek tongue and groove porch decking, vinyl railings and brick steps. As you are probably aware, many of the residential buildings in the historic district, have brick steps. And we ourselves have Azek trim, composite decking and brick steps on our front porch. These materials are common to much of the construction of the houses in our area

Most people who are familiar with the weather conditions and salt air of Cape Charles understand the inferiority of wood and wood finishes when compared to the durability of modern construction materials. Wood requires more maintenance and lacks the performance of the materials currently available. The Azek and vinyl will have the same appearance but with more durability and will require less maintenance. While we understand the value of aesthetics, we also realize that from curbside, it is rare that one can tell the difference between the materials. In this case we believe that practicality should overrule nostalgia.

Sincerely,
Joe & Lori Wagner

Jim Granger

Subject: 220 Jefferson Avenue

All,

I support the request of Mike and Betty Hoag to repair their porch at 220 Jefferson using Azek decking, vinyl wrapped railings, and brick steps.

My understanding of the intent of the Historic District Guidelines and the Historic District Review Board (HDRB) is to maintain the character of the town. The Guidelines are exactly that - guidelines. They're not laws. The HDRB is appointed to exercise judgement in the interpretation of the Guidelines. In the mere 5 years since I moved here, I've seen consistent inconsistency on a month-to-month basis from a Board which seems to have new members every month. I see absolutely no problem with using modern materials that look the same as the old ones, and won't deteriorate into some of the eyesores we see in town. There are numerous uses of Azek, vinyl clad railing, and brick on Jefferson Avenue, and several of them on the same block!

I support the purpose of the HDRB. We don't need chrome and glass skyscrapers, or more OBX-style mini-mansions (we already approved one on Bay Avenue), things like that. We need to support people who are trying to repair their houses with cost-effective materials and techniques. The HDRB works for the citizens of Cape Charles, not the other way around. They need to support efforts like the repairs Mike and Betty Hoag have requested to make. I strongly support their request.

Sincerely,
Jim Granger

524 Jefferson Avenue
Cape Charles, VA

Eva Noonan

Subject: 220 Jefferson Avenue

To the Historic Review Board of Cape Charles

I am writing to you regarding my neighbors and good friends, Mike and Betty Hoag, in support of their request that is before you for consideration.

Three years ago, I had the pleasure to sell them their dream home and best of all I was able to make them my neighbors. Mike a retired fire Chief and his wife Betty, who also just recently retired, were finally able to make their dream come true and purchase 220 Jefferson Avenue, a beautiful "Sears" home. The reason they fell in love with the town and their home was specifically for the history and charm this town has to offer. In the three years I've known them, I've watch Mike research and study the history of the Sears home and the part it played in what makes up Cape Charles. Any and every refurbishment Mike and Betty have completed have been done with that history in mind and an effort to preserve the history of this particular house. Additionally, their efforts have freshened up the face of this block of Jefferson, leading the charge for general beautification and high standards of upkeep. Mike is always outside maintaining the home with pride to keep it nice and tidy. It always looks immaculate. I couldn't hope for a better neighbor.

As a Cape Charles realtor and resident for 30 years I understand how important it is to keep the history and integrity of our precious town. I know it is equally important to Mike and Betty. They are committed to retaining the looks of their historic home, while at the same time improving its ability to survive into the future. That's why I have complete faith that Mike's plans will not change the look but simply enhance it by incorporating the use of a more updated and, in my professional opinion, very appropriate material.

The plan is to reconstruct the porch using Azek tongue and groove porch decking, vinyl porch railing, and replacing the concrete and wood steps with brick steps. All of these materials are currently in use and visible from the street on many other historic homes in the historic district. All of the materials they plan on using are clearly architecturally compatible with the surrounding structures.

They are using a local and reputable contractor who is very familiar with the town's historic rules and regulations. The planned materials look good and they look very authentic. Most of all, these materials are very durable and will hold up for many years to come. With these materials the house will not noticeably change but will be given a new lease on life and always look properly maintained instead of rotten and peeling appearance existing before this project.

I hope you consider this letter before making your final decision.

Respectfully

Eva Noonan

Eva Noonan
Chesapeake Properties
Licensed Virginia Real Estate Agent
Phone: 757.615.8700
eva.noonan@yahoo.com
7 Fig Street
Cape Charles, VA 23310

Lynna Polizos
Subject: 220 Jefferson Avenue
January 3, 2021

Cape Charles Historic Board
Cape Charles, VA 23310

I am once again writing concerning a decision made for 2020 Jefferson Ave.'s front steps.

The front steps of this house were removed (thank god) because they were certainly (1) not safe, (2) had met any building code + (3) unsightly. Whoever put them in probably used any old lumber or concrete slabs they had around. The 1st step was 8+/- inches tall + one of the other steps had a plat of wood 3" thick + all the steps weren't deep/wide enough for a normal foot. If you are wanting historic, tell the owner to rebuild them as they were. (Bad) I always wondered why when that house was rehabbed; the town allowed those unsafe steps to remain.

The present owners would like to be able to put in brick steps that would be a correct height + depth + when I go to visit, I won't trip or fall on those steps.

Building brick steps certainly would have been a better choice when that house was built. I live across the street (219) and have wood steps which I have replaced 4 times in our 32 years + have painted or stained them every year. If I don't or can't they would be the same unsafe derelict steps we purchased with this house in 1988.

Believe me if I could have afforded brick steps they would be there now. I do love the historic character of the historic old beautiful homes but upgrading and maintaining them is a full-time job.

Adding brick steps to the front of 220 would certainly be within the historic time frame of that house + would eliminate the maintenance problems.

The present owners have done everything to make that house better within the historic time frame and the Historic Board needs to rethink their wood steps decision.

Thank you,
Lynne Polizos
219 Jefferson Avenue
Cape Charles, VA 23310

Jim Drebes, 504 Monroe Avenue

Jeb, here's some information for you if the Historic Review Board has questions regarding our roof issue.

We purchased the house in 2004. The roof was leaking then. Over the years we have repeatedly had repairs made, but the leaks now are worse than ever.

We have had most of the valleys and ridges worked on by very reputable roofing companies skilled in slate roof repair. We have had high quality copper flashing and copper nails used where needed.

We have had to have several king rafters and some underlayment/decking repaired due to damage from water intrusion.

We have had to replace individual slates MANY times. After heavy storms, we frequently find slate that has come down scattered on our lawn.

This house was built in 1918 - 1919. It is obvious that it has outlived it's "100-year" lifespan.

This has all been very expensive, and it's not easy finding competent roofers willing to tackle slate roofs. So we live with each new leak until we can find someone and get on their very busy schedule for the repairs.

Currently, we have buckets, large tubs, and towels placed all over our attic to handle the leaks we can see. Unfortunately, there are leaks we can't locate and water is making its way to the 2nd and ground floor of the house. When it rains heavily, we have to catch water in buckets in our nice, remodeled kitchen! It's one thing to have buckets in an attic, but we shouldn't have to live with that in kitchens and bedrooms.

We have invested a lot of money since 2004 in keeping this great old house in the best possible condition. We are now in our seventies, living on fixed retirement income. We can no longer afford the expenses involved in maintaining a slate roof that is over 100 years old.

I'd like to also point out that we are full-time residents who have been involved in our community for many years, in many ways. Gail is co-director of our Cape Charles Food Pantry, and I volunteer there also. We have also done volunteer work at the Historic Palace Theater, the Cape Charles Museum, and for other civic, religious and charitable organizations. We are contributing members of the Museum and the Barrier Island Center, as well. We love and respect the heritage of this very special place, and hope we can continue to live in this house and town that we love so much.

Hope this info is helpful,
Jim and Gail Drebes



HISTORIC DISTRICT REVIEW BOARD

Special Meeting
Cape Charles Civic Center
via Electronic Communications
February 2, 2021
3:00 p.m.

This Special Meeting of the Cape Charles Historic District Review Board was held by video conference in accordance with Code of Virginia § 2.2-3708.2, subsection A.3, resulting from Governor Northam's March 12, 2020 declaration of a state of emergency for the Commonwealth of Virginia arising from the Novel Coronavirus (COVID-19) pandemic. It was deemed impractical and unsafe to assemble physically due to the highly contagious nature of COVID-19.

The purpose of this meeting was to review five applications to obtain a Certificate of Appropriateness. An audio recording was made of the meeting, and the meeting was also live-streamed on Facebook, as well as video-taped for viewing from the Town's website after processing. Public comments were accepted in writing prior to the meeting. Viewers could also submit their comments via Facebook Live and emails to the clerk and the planner.

At approximately 3:00 p.m., Chairman Kerry Shackelford, having established a quorum, called to order the Special Meeting of the Historic District Review Board (HDRB). Physically present at the Civic Center were Edward Wells, Town Planner Allyson Finchum, and Planning Technician Tracy Outten. In attendance via Zoom were Martin Mayer, Michael Strub, Herb Thom, and the applicants. There were no members of the public physically in attendance, but there were 20 viewers on Facebook Live.

AGENDA:

Kerry Shackelford approved the Agenda as written.

PUBLIC COMMENT (AGENDA ITEMS ONLY):

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

ORDER OF BUSINESS:

- A. *Application for a Certificate of Appropriateness to enclose a deck on a single-family detached dwelling at 6 Randolph Avenue – tax map #83A3-2-2-82.*

Allyson Finchum said zoning would be approved.

Motion made by Herb Thom, seconded by Edward Wells, to approve the Application for a Certificate of Appropriateness at 6 Randolph Avenue to enclose the rear deck on the single-family detached dwelling as submitted. The motion was approved by majority vote with Kerry Shackelford abstaining.

Roll call vote: Martin Mayer, yes; Michael Strub, yes; Herb Thom, yes; Edward Wells, yes; Kerry Shackelford, abstained.

- B. *Application for a Certificate of Appropriateness to construct an accessory structure and install a fence at 301 Madison Avenue – tax map #83A1-1-195.*

Allyson Finchum said that the proposed accessory structure had some zoning issues. She said the application was unclear as to if the structure was one-story or two-story. Allyson Finchum recommended deferring the application to construct an accessory structure until the height was clarified.

There was much discussion on the height of the structure and the definition of a half-story.

Motion made by Herb Thom, seconded by Michael Strub, to approve the Application for a Certificate of Appropriateness at 301 Madison Avenue to install a fence as submitted and to defer the application to construct an accessory structure until zoning requirements were met. The motion was approved by majority vote with Edward Wells opposing and Kerry Shackelford abstaining.

Roll call vote: Martin Mayer, yes; Michael Strub, yes; Herb Thom, yes; Edward Wells, no; Kerry Shackelford, abstained.

C. *Pre-Application for a Certificate of Appropriateness to modify windows and doors on a commercial building at 303 Jefferson Avenue – tax map #83A1-1-84C.*

Allyson Finchum was still reviewing the zoning requirements.

Suzanne Baker, owner, explained the proposed modifications and added that hopefully the address could be changed to 303 Strawberry Street.

Michael Strub reminded the board that the past owners were supposed to have a plaque displayed with the building's history.

After much discussion on the outdoor seating, lighting, and drive-thru window, the following information was requested:

- Additional details on the façade
- Proposed HVAC system location needed to be changed.
- Specifications on all proposed materials including lamp post.
- Actual drawings were needed for the west elevation proposal.
- Current window size and proposed window details and specifications were needed for the east elevation.
- Additional details on how the fence would be tapered.
- Sign details
- Site plan

D. *Pre-Application for a Certificate of Appropriateness to construct a new single-family detached dwelling on lot 92 on Washington Avenue – tax map #83A1-1-92.*

Allyson Finchum said zoning would be approved.

William Doughty, contractor, summarized the proposed two-story home.

There was much discussion on the use of vinyl siding not being allowed per the guidelines in the historic district. Hardie material was suggested as an alternative.

Discussion and questions were as follows: (i) Kerry Shackelford asked if the grills were between the glass; no; (ii) Edward Wells asked if the facias were going to be aluminum capped; yes. He then wanted to know if another material like azek could be used. The contractor answered that was the homeowner's choice; and (iii) Herb Thom said the windowsills should cast a shadow.

William and Jacqueline Heller, the applicants, wanted the HDRB to deny the application so they could get started on the appeal process.

The following information was requested:

- The siding and facia material needed to be different material.
- A sketch of the windows.

- E. *Pre-Application for a Certificate of Appropriateness to install handrailing on a single-family detached dwelling at 102 Madison Avenue – tax map #83A3-2-8-6.*
Allyson Finchum stated that the application would be approved by zoning.

Stephanie Doughtie, applicant, said the railing was mandatory per the insurance company.

Motion made by Herb Thom, seconded by Edward Wells, to approve the Application for a Certificate of Appropriateness at 102 Madison Avenue to install handrailing on the single-family detached dwelling as submitted with the choice to use wrought iron or painted azek railing. The motion was approved by majority vote with Kerry Shackelford abstaining.

Roll call vote: Martin Mayer, yes; Michael Strub, yes; Herb Thom, yes; Edward Wells, yes; Kerry Shackelford, abstained.

OTHER BUSINESS:

Kerry Shackelford requested that the HDRB only meet once a month and only having five or six applications per agenda to review. He continued by explain that it does take time to review each application as no two were the same.

Motion made by Herb Thom, seconded by Edward Wells, to adjourn the February 2, 2021 Historic District Review Board Special Meeting at 5:08 p.m. The motion was unanimously approved.

Roll call vote: Martin Mayer, yes; Kerry Shackelford, yes; Michael Strub, yes; Herb Thom, yes; Edward Wells, yes.

Chairman Kerry Shackelford

Planning Technician



HISTORIC DISTRICT REVIEW BOARD

Special Meeting
Cape Charles Civic Center
via Electronic Communications
February 16, 2021
6:00 p.m.

This Special Meeting of the Cape Charles Historic District Review Board was held by video conference in accordance with Code of Virginia § 2.2-3708.2, subsection A.3, resulting from Governor Northam's March 12, 2020 declaration of a state of emergency for the Commonwealth of Virginia arising from the Novel Coronavirus (COVID-19) pandemic. It was deemed impractical and unsafe to assemble physically due to the highly contagious nature of COVID-19.

The purpose of this meeting was to review five applications to obtain a Certificate of Appropriateness. An audio recording was made of the meeting, and the meeting was also live-streamed on Facebook, as well as video-taped for viewing from the Town's website after processing. Public comments were accepted in writing prior to the meeting. Viewers could also submit their comments via Facebook Live and emails to the clerk and the planner.

At approximately 6:00 p.m., Chairman Kerry Shackelford, having established a quorum, called to order the Special Meeting of the Historic District Review Board (HDRB). Physically present at the Civic Center was Planning Technician Tracy Outten. In attendance via Zoom were Martin Mayer, Michael Strub, Herb Thom, Edward Wells, Interim Town Planner Katie Nunez, and the applicants. There were no members of the public physically in attendance, but there were 21 viewers on Facebook Live.

AGENDA:

Kerry Shackelford approved the Agenda as written.

PUBLIC COMMENT (AGENDA ITEMS ONLY):

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

ORDER OF BUSINESS:

- A. *Pre-Application for a Certificate of Appropriateness to relocate windows and doors on a single-family detached dwelling at 511 Harbor Avenue – tax map #83A1-2-10-7.*

Claudine Pierce, applicant, said this was a 1940s cape cod house therefore was a contributing structure. She continued by describing the proposed windows and doors.

Discussion and questions were as follows: (i) Michael Strub said the letter of intent mentioned the entrance to the home faced west but it faces east. The applicant agreed and said this was a corner lot; (ii) Kerry Shackelford asked if there was anything between the property and Bay Avenue. The applicant answered an open lot and an alley; (iii) Herb Thom asked if the brick steps were being used; no, planning on replacing with pressure treated wood; (iv) Edward Wells wanted to know if the existing right elevation windows were double windows; yes, would like to replace with single window; and (v) Kerry Shackelford had an issue with the number of alterations being done to the house and this was going to be visible. Sparky Zivin, owner, mentioned that the large blue house behind the lot had been modified.

Motion made by Edward Wells, seconded by Herb Thom, to approve the Application for a Certificate of Appropriateness at 511 Harbor Avenue to relocate the windows and doors on the single-family detached dwelling with the condition that the original brick steps were to be retained. The motion was approved by majority vote with Kerry Shackelford abstaining.

Roll call vote: Martin Mayer, yes; Michael Strub, yes; Herb Thom, yes; Edward Wells, yes;

Kerry Shackelford, abstained.

- B. *Pre-Application for a Certificate of Appropriateness to construct an accessory structure and install a fence at 416 Plum Street – tax map #83A3-10-D.*

Katie Nunez said to complete the zoning review the setbacks and dimensions of the proposed structure.

Todd Bagwell, applicant, explained the proposed accessory structure and fence.

Discussion and questions were as follows: (i) Edward Wells mentioned that the fence only needed to be 4' on the alley side. The applicant was mirroring the neighbors fence; (ii) Kerry Shackelford asked if the shed would have water; no just a shower as stated in the letter; (iii) Herb Thom wanted the tree to remain; and (iv) Edward Wells asked if the rear deck material had been removed; yes, it was replaced with a patio.

The applicant was asked to read the Cape Charles Historic District Guidelines (CCHDG) as it pertains to fences.

- C. *Pre-Application for a Certificate of Appropriateness to modify windows and add a skylight on a single-family detached dwelling at 209 Randolph Avenue – tax map #83A3-1-527B.*

Katie Nunez said there were no zoning issues with this application.

Brad Connors, applicant, described the scope of work and explained the skylight would allow more sunlight in.

Discussion and questions were as follows: (i) Michael Strub asked the windows were wood; no, vinyl; (ii) Edward Wells got clarification on the west wall window request; (iii) Martin Mayer asked if the window reconfiguration was going to be up by the overhand. The applicant answered yes but the roof line would not change. Discussion ensued on the window reconfiguration; (iv) Kerry Shackelford asked if any of the original wood frames existed; unsure; and (v) The window closer to the eave was out of character.

The following information was requested:

- Plan view of windows in relation to the street and adjacent property's view – include their orientation and placement
- Check on the west window frame to see if the original wood frame existed
- Rear addition construction date
- Proposed skylight location plan view

- D. *Pre-Application for a Certificate of Appropriateness to construct a new attached garage on a single-family detached dwelling at 705 Monroe Avenue – tax map #83A4-1-41A.*

Katie Nunez was working on the zoning requirements and researching the lot lines.

William Steadman and Lisa lines, applicants, gave a detailed description of the proposed attached garage.

Herb Thom asked if the trees were remaining; no, three were being removed.

Motion made by Herb Thom, seconded by Edward Wells, to approve the Application for a Certificate of Appropriateness at 705 Monroe Avenue to construct an attached garage on the single-family detached home with the condition that all zoning requirements were approved. The motion was approved by majority vote with Kerry Shackelford abstaining.

Roll call vote: Martin Mayer, yes; Michael Strub, yes; Herb Thom, yes; Edward Wells, yes; Kerry Shackelford, abstained.

- E. *Pre-Application for a Certificate of Appropriateness to construct a two-story single-family detached dwelling on lot 369 on Tazewell Avenue – tax map #83A3-1-369.*

Katie Nunez was working with Allyson Finchum on the zoning requirements.

Scott Sleeme, contractor, and Price Beazley said they took all comments into consideration when coming up with these house plans.

Discussion and questions were as follows: (i) Herb Thom mentioned the tree location and roots. They were aware and took precautions; (ii) Michael Strub clarified that the windows were black and white; yes; (iii) Kerry Shackelford asked if the roof material would be corrugated metal; no; (iv) Edward Wells stated that the proposed porch was pressure treated decking; yes. Kerry Shackelford said tongue and groove decking was preferred; (v) Herb Thom informed the applicant that the windowsill needed to be at least 2” deep; (vi) Kerry Shackelford noted that there were many inconsistencies in the plans and what the applicant was saying. The plans that the board reviewed should reflect the actual proposal; (vii) There was much discussion on the window sizes as they were not accurately described in the plans; (viii) Edward Wells confirmed that hardie siding would be used; and (ix) Edward Wells informed the applicants that wider balusters were preferred.

Motion made by Herb Thom, seconded by Michael Strub, to approve the Application for a Certificate of Appropriateness for lot 369 on Tazewell Avenue to construct a two-story single-family detached dwelling with the following conditions: (1) roofing material would be clarified; (2) windows would be 1/1 and have a 2” deep sill; (3) front porch would be tongue and groove decking and the balusters needed to be wider; and (4) zoning issues needed to be corrected. The motion was approved by majority vote with Kerry Shackelford abstaining.

Roll call vote: Martin Mayer, yes; Michael Strub, yes; Herb Thom, yes; Edward Wells, yes; Kerry Shackelford, abstained.

Katie Nunez would like the conditions to be listed on the front page of the final plans.

Motion made by Herb Thom, seconded by Edward Wells, to adjourn the February 16, 2021 Historic District Review Board Special Meeting at 7:30 p.m. The motion was unanimously approved.

Roll call vote: Martin Mayer, yes; Kerry Shackelford, yes; Michael Strub, yes; Herb Thom, yes; Edward Wells, yes.

Chairman Kerry Shackelford

Planning Technician



HISTORIC DISTRICT REVIEW BOARD STAFF REPORT

Meeting Date: April 20, 2021

Item #: 5a – 4 Randolph Avenue

Prepared by: Katie H. Nunez, Interim Planning/Zoning Administrator

Date: April 13, 2021

APPLICANT: Wood-Taylor, LLC

SITE ADDRESS: 4 Randolph Avenue

TAX MAP: 83A3-2-2-86

LOT SIZE: 5,177 sq. ft

TYPE OF APPLICATION: Partial Roof Replace –
Approval after the fact

WORK TO BE PERFORMED: Reroof

CURRENT ZONING: Residential (R-1)

HISTORIC REGISTER: CONTRIBUTING
STRUCTURE

DESCRIPTION: ca. 1900 modified Queen Anne-style brick dwelling

DATE RECEIVED: February 24, 2021

Description of Project:

On February 22, 2021, the office received a report that the roof on 4 Randolph Avenue had been replaced over the weekend and was looking to confirm if permits had been obtained for this work.

Staff confirmed that, while there was a building permit pulled for work at 4 Randolph Avenue, it did not encompass the roof repair/replacement and a roof replacement application had not gone through the HDRB.

The owner was contacted and indicated that he needs to file a narrative & application as to what has occurred and we would need to treat this as an After the Fact Approval and Permit, which he filed on February 24, 2021. He indicated that there was a partial roof replacement and the upper most portion of the roof was removed and replaced with architectural shingles common in color and style in the Historic District.

STAFF ANALYSIS

ZONING COMPLIANCE

The project meets the requirements of the zoning ordinance. Any property within the Historic District Overlay is required to meet the Historic District Guidelines, which are superimposed on the underlying zoning district regulations.

HISTORIC DISTRICT GUIDELINES

Roofs: Pg. 37 Item 2: When a roof must be replaced, attempt to match the original materials since these materials are important to the visual integrity of the building. Many houses in the district originally had metal roofs, but many have been replaced with composition shingles.

STAFF RECOMMENDATION:

Staff recommends the HDRB to review the application and determine if the roof replacement is consistent with the guidelines.

Staff recommends **APPROVAL** of a Certificate of Appropriateness for Item 5A as proposed and is prepared to assist with the development of a motion, if needed.

The Historic District Review Board makes the final determination on whether or not a Certificate of Appropriateness will be issued for this project and may impose conditions on an approval.

Please note that the Zoning Administrator and Building Official will be assessing after-the-fact fees for zoning clearance and building permit as a violation for working without obtaining the requisites permits prior to undertaking the work.

Attachments:

Attachment 1 – Application and Documents

Attachment 2 – Location Maps



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

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

- | | |
|--|--|
| ☒ Completed application | ☒ Photos/elevations of existing structure |
| ☒ Letter of intent clearly explaining project | ☒ Photos/elevations of proposed project |
| ☒ Existing site plan or survey | ☒ Proposed materials/spec sheets, samples |
| ☒ Proposed site plan or survey (if applicable) | ☒ 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: 4 Randolph Avenue Partial Roof Replace
Property Address: 4 Randolph Avenue
Brief Description of Project: partial roof replacement
Zoning District: _____ Current Use: _____ Proposed Use: _____

OWNER INFORMATION

Name and Company: Wood-Taylor, LLC
Mailing Address: 208 Ash Avenue, Suite 101, Virginia Beach, VA 23452
Phone Number: 7576750777 Email: JLWood1987@gmail.com

APPLICANT INFORMATION

☒ check here if applicant is owner

Name: same
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: Wood-Taylor LLC [Signature] Date: 2-24-2021

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

Wood-Taylor, LLC
Request for Approval of Partial Roof Replacement
4 Randolph Avenue
2-24-2021

Summary

This is a request for an after-the-fact approval for a partial roof replacement. The upper most portion of the roof was removed and replaced with architectural shingles common in color and style in the Historic District.

Project History

The subject property is a 3 story brick Victorian-style house located in the Historic District. We purchased the property summer 2018 and began an extremely intensive construction project later that year.

The property was owned by a family in Richmond and had not had a family member permanently residing in it since the mid-1950s. At some point it appears that individual rooms were rented out on an annual basis. The building was in extremely poor condition with years of neglect and little maintenance.

It had no working heat or air conditioning and the previous boiler system suffered a catastrophic failure which dumped water in the unoccupied house for several days. There were significant structural issues throughout the building and we engaged a structural engineer to devise a strategy to save the house. The house was completely gutted, much of the structure was rebuilt or reinforced and all new plumbing, electrical and HVAC systems were installed.

Prior to construction, we met with then-Town Manager Larry DiRe on September 4, 2018 at 9:00 AM. He advised that until a Planner was hired that he remained the staff person responsible for the Historic Review Board. During the meeting we advised that we had to replace rotten exterior wood, two lower roofs and potentially the upper roof. At that time he said that a roof replacement would not require board approval as long as it was consistent with the district. We indicated that we desired to keep the upper roof if possible but there were insurance concerns. We asked about adding an additional window in the basement for a fan and Larry advised that would need to go to the Historic Review Board so we opted to not do that work.

Despite efforts to repair the upper roof, we still experienced major water damage and took the decision to replace that section to mitigate our losses. Weather issues, both wind and rain, delayed the start of the work and the first

clear day we had with crew availability was Sunday 2-21-2021 and the work was done at that time.

Historic Review Board member Herb Thom came by the house on Sunday expressing concern while the work was underway and toured the house inside and out. We advised him then of our previous verbal approval by Larry and showed him the water damage. We explained there was no attempt to hide the work as there were some 8-10 people working on the roof in broad daylight and we were operating under the guidance provided previously.

Request

We request an administrative approval for the roof replacement based on the following circumstances:

1. The old roof failed and was unsafe.
2. We were following guidance provided by the then-Town Manager.
3. The replacement roof is identical in color and quality to a number of houses in the Historic District and is not a departure

Appendix 1 – Emails Indicating Insurance Requirements For New Roof

From: Rhoda Ryan <rhoda.ryan@jjins.com>

Sent: Thursday, May 17, 2018 2:06 PM

To: Nash Francis <nfrancis@towneinsurance.com>

Subject: Applicant's Name: 216 N BUDDING LLC Policy Number: NPP1475901 - Wood Taylor LLC

Nash,

PREMIUM INDICATION attached. Terms for annual term and based on total roof replacement.

Review, and feel free to give me a call should you have any questions.

Thank you,

Rhoda Ryan

Commercial E & S Underwriter

Johnson & Johnson

P O Box 899

Charleston, SC 29402

800-487-7565

rmr@jjins.com<<mailto:rmr@jjins.com>>

=====

Nash Francis <nfrancis@towneinsurance.com>

to me, Victoria

Tue, Jan
29, 2019,
5:03 PM

Jim- thanks again for your time when we met of the 17th to go over Ocean Bay's upcoming insurance renewal and update on the insurance we have on some of your other projects. Below is a summary of the changes or updates that we discussed:

[OTHER PERSONAL AND UNRELATED BUSINESS INFORMATION DELETED]

Wood Taylor LLC- building renovation of Cape Charles (4 Randolph Avenue)- you're working to finish renovations so that its ready for rental when the warm weather comes in- please keep us apprised so we can make the necessary arrangements for Permanent coverage and that our cause will be helped if you can get your roofer to write a report that the 100 year old slate roof is still in great shape!

Thanks!

Nash

R.B. Nash Francis, Jr., CPCU
Towne Insurance - A TowneBank Company.
Senior Vice President
5235 Monticello Avenue
Williamsburg, VA 23188
Phone: (757) 564-4727
Mobile: (757) 879-3643
Fax: (757) 259-5812
Email: nfrancis@towneinsurance.com<mailto:nfrancis@towneinsurance.com>

www.towneinsurance.com<<http://www.towneinsurance.com>>

For All Claims except Workers Compensation claims which should be reported directly to your insurance carrier, please forward all information

to: claims@towneinsurance.com<mailto:claims@towneinsurance.com>

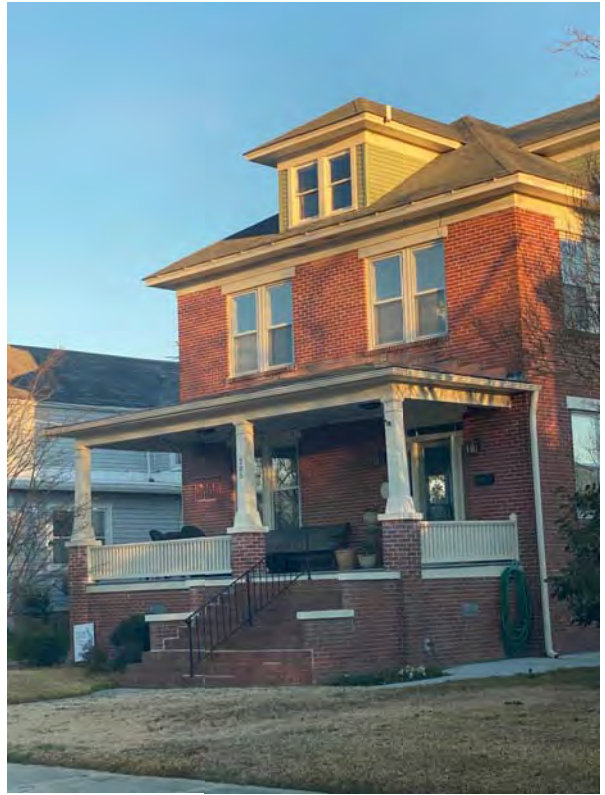
Mailing Address:
301 Bendix Road, Suite 300
Virginia Beach, VA 23452

Appendix 2 – Examples of Similar Roofs on Similar Homes
in the Cape Charles Historic District



This is our house with the new roof







Appendix 3 – Examples of Roofs with similar color in the Cape Charles Historic District





Same color immediately behind our house



Same color immediately next door to our house

Appendix 4 – Evidence of Water Damage



Water damage around smoke detector...this caused a short in the detector which set off all alarms on all three floors and the basement



Water damage in 2nd floor HVAC duct and behind mirror in 3rd floor bathroom



Damaged ceiling on 3rd floor



Appendix 5 -
Roof is unsafe



5721 BAYSIDE RD., SUITE E • VIRGINIA BEACH, VIRGINIA 23455 • (757) 468-9274

WOO4RA

JIM WOOD
4 RANDOLPH AVE
CAPE CHARLES VA 23310

Invoice # : 18656
Invoice Date: 11/24/20
Due Date : 11/24/20

(757) 675-0777

Ship To/Remarks

SAME

Terms: DUE UPON RECEIPT

Salesman: SHEL

NOTE:

UPON PUTTING LADDER UP TO DO REPAIR,
REPAIR MEN FOUND ROOF TO BE IN VERY POOR
CONDITION. ALL SLATES WERE LOOSE. ANY
ATTEMPTS TO WALK ON SLATE WOULD HAVE
BROKEN MORE OR TAKEN MEN DOWN TO GROUND.
ROOF TOO DANGEROUS TO WORK ON. RECOMMEND
TEARING OFF ROOFING SLATE WITH BOOM
TRUCK AND REPLACING.

SERVICE CALL: \$75.00

RP

Repairs

0.00

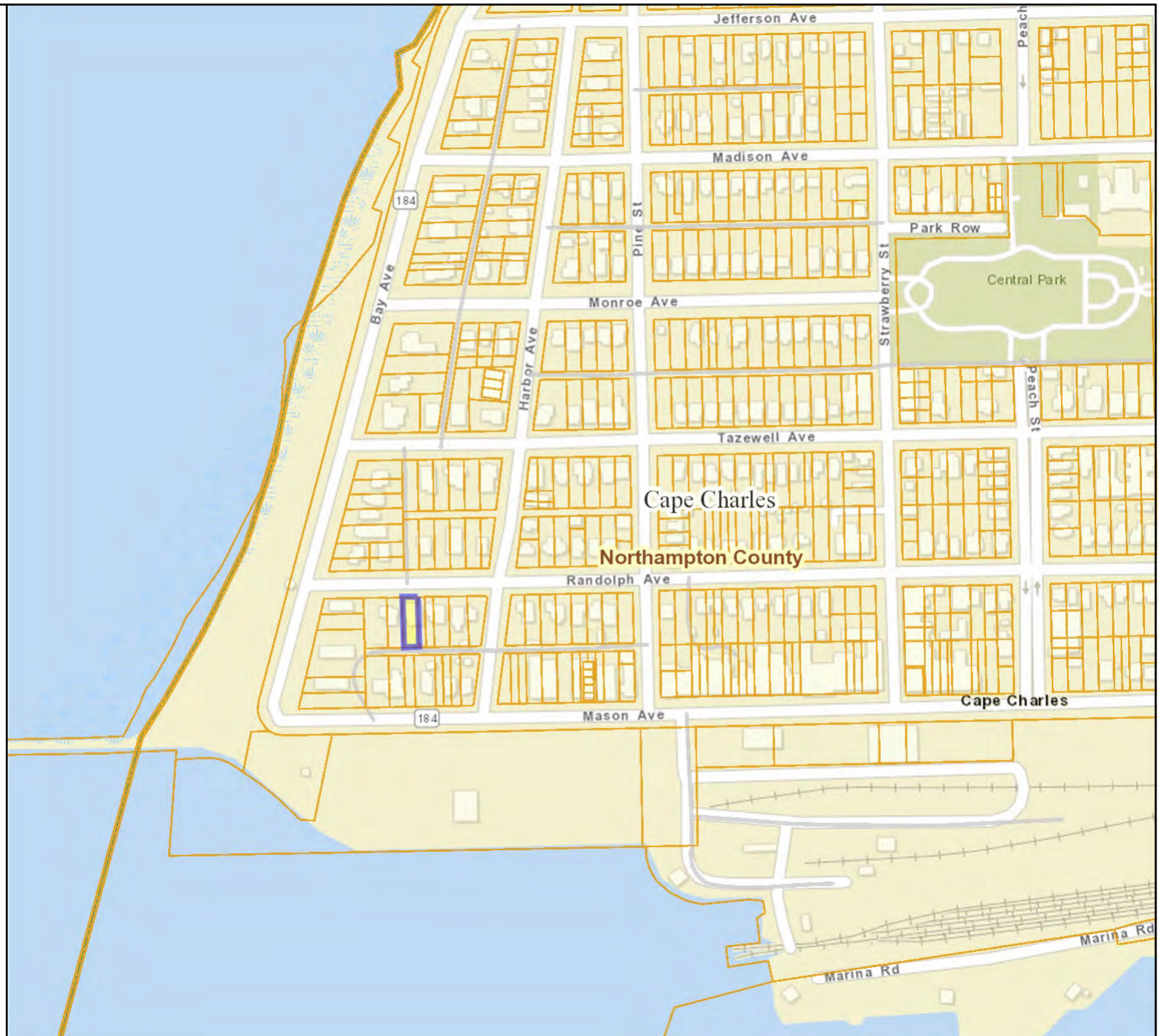
Finance charge per month of 1-1/2% due
on unpaid balance after 10 days from
initial invoice date.

0.00

Northampton County, Virginia

Legend

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



Map Printed from Northampton
<https://parcelviewer.geodecisions.com/Northampton/>

Feet
0 100 200 300 400
1:4,514 / 1"=376 Feet

Title: 4 Randolph Avenue

Date: 3/9/2021

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: April 20, 2021

Item #: 5b – 209 Randolph Avenue

Prepared by: Katie H. Nunez, Interim Planning/Zoning Administrator

Date: April 13, 2021

APPLICANT: Brad Connors

SITE ADDRESS: 209 Randolph Avenue

TAX MAP: 83A1-527B

LOT SIZE: 5,600 sq. ft.

TYPE OF APPLICATION: Certificate of Appropriateness

WORK TO BE PERFORMED: Modify windows and add skylight as part of kitchen remodel

CURRENT ZONING: Residential (R-1)

HISTORIC REGISTER: CONTRIBUTING STRUCTURE

DESCRIPTION: 1890s gabled ell frame dwelling

DATE APPLICATION RECEIVED: January 14, 2021

PRE-APPLICATION MTG: February 16, 2021

DATE APPLICATION DEEMED COMPLETE: March 4, 2021

LEGAL DEADLINE: HDRB Decision (60 Days from Complete Application): May 3, 2021

A pre-application meeting was held with the HDRB on February 16, 2021. The applicant was asked to provide the following information:

- Plan view of windows in relation to street and other property views – include orientation and placement
- Check the west window frame to see if original wood frame still exists
- Rear addition construction date
- Proposed skylight location plan view
- Payment of fees - \$150

BACKGROUND

Description of Proposed Project:

The subject property is a 40 x 140 lot with an existing 1,600 square foot home. The applicant is seeking to remodel the kitchen and to reposition one window on the east side of the house up by 6 inches and one window on the west side of the kitchen by 12 inches so that both windows are above counter height in the kitchen. In addition, he is seeking to add one window to the west side of the kitchen. Lastly, he is seeking to add a skylight to the west slope of the roof line, above the kitchen.

MATERIALS:

He is proposing to use Pella 31.5' x 45.5' x 4.5' Jamb Vinyl White Double Hung Windows with six-over-six panes in each sash.

For the skylight, he is proposing to use a Velux 22.5' x 46.5' fixed Curb Mount Tempered Skylight.

STAFF ANALYSIS

ZONING COMPLIANCE

The proposed project is not increasing the square footage of the existing building and is in full conformance with the requirements of the zoning ordinance. Any property within the Historic District Overlay is required to meet the Historic District Guidelines, which are superimposed on the underlying zoning district regulations.

HISTORIC DISTRICT GUIDELINES

GENERAL PRINCIPLE FOR EXTERIOR ALTERATIONS: Page 19 – Item 9: New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale and architectural features to protect the historic integrity of the property and its environment.

SKYLIGHTS: Pg. 37 – Item 6: Do not add new elements such as vents, sky-lights, or additional stories that would be visible on the primary elevations of the building.

The applicant has indicated that the kitchen is located to the rear of the building and the kitchen roofline is not visible from Randolph Avenue. The skylight is intended to be installed on the west side of the gable roof of the kitchen area of the structure and would not be visible from the street.

WINDOWS: Pg. 40 – Types: Double-hung window sash, the most common type of window, vary by the number of panes in each sash. Two-over-two sash are found on Victorian-era houses, including the Queen Anne style. Six-over-six are found on early twentieth century Colonial Revival style houses. Pg. 42 Item 6: Construct new windows and doors of wood or metal and match the style of the building Pg. 42 Item 11: Use proportions (horizontal or vertical) that are similar to and compatible with the proportions of windows and doors on surrounding historic facades.

The applicant has indicated, through the materials submission (see attached), to use a six-over-six pane. While this is consistent with the neighborhood, it may not be consistent with the remaining windows on the house which are two-over-two.

The HDRB needs to determine which window type would be most compatible for this structure and the neighborhood and if the proposed raising of two of the windows by 6 inches and 12 inches, respectively, is still in keeping with the neighborhood and the addition of another window on the west side of the kitchen is in keeping with the look of the house. The applicant has provided pictures of other structures adjacent to his property for the Board's consideration.

STAFF RECOMMENDATION:

The applicant has provided additional photographs of the house and the neighborhood with similar window types and height locations. He did not provide any information on when the kitchen addition was added to the structure nor if the west window still has the original wood frame.

Staff recommends **APPROVAL** of a Certificate of Appropriateness for Item 5B upon resolution of the window type and is prepared to assist with the development of a motion, if needed.

The Historic District Review Board makes the final determination on whether or not a Certificate of Appropriateness will be issued for this project and may impose conditions on an approval.

Attachments:

Attachment 1 – Application and Documents

Attachment 2 – Location Maps



CERTIFICATE OF APPROPRIATENESS APPLICATION

Town of Cape Charles
2 Plum Street
Cape Charles, VA 23310
757-331-3259 x24
plannertech@capecharles.org

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

- | | |
|---|---|
| ☐ Completed application | ☐ Photos/elevations of existing structure |
| ☐ Letter of intent clearly explaining project | ☐ Photos/elevations of proposed project |
| ☐ Existing site plan or survey | ☐ Proposed materials/spec sheets, samples |
| ☐ Proposed site plan or survey (if applicable) | ☐ 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: Kitchen renovation
Property Address: 209 Randolph Ave
Brief Description of Project: Remodel with window movement due to counter height
Zoning District: _____ Current Use: Vacation rental Proposed Use: Vacation rental

OWNER INFORMATION

Name and Company: _____
Mailing Address: _____
Phone Number: _____ Email: _____

APPLICANT INFORMATION

☒ check here if applicant is owner

Name: BRAD CONNORS
Mailing Address: 1201 Bellevue Ave, Charlottesville, VA 22901
Phone Number: 434-989-4236 Email: bradleydconnors@gmail.com

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: [Signature] Date: 01/14/21

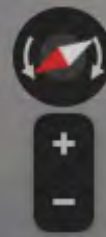
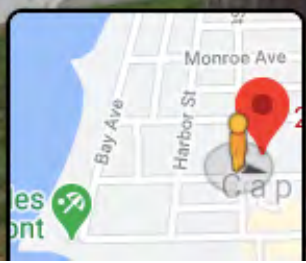
Note: There is a required 30-day wait period between approval of a Certificate of Appropriateness and issuance of the permit for construction.

Town of Cape Charles Planning & Zoning Department
2 Plum St. • Cape Charles, VA 23310 • 757-331-2036 • capecharles.org



209 Randolph - west kitchen window

Example of window up to the roofline





**209 Randolph west kitchen window,
behind Barrett Cree's house**

Window up to the roofline



**209 Randolph - west kitchen
window is behind the shed
(the tree is no longer there)**





209 Randolph - kitchen

proposed skylight position
to capture afternoon light
- west side of gable

An aerial photograph of a residential street. A two-lane road with a yellow center line runs horizontally across the upper half of the image. Below the road is a grassy area and a house with a complex roofline. The house has a large blue-grey section on the left and a darker, more intricate section on the right. Two red arrows point from text labels to specific parts of the house. The surrounding area includes other houses, trees, and a sidewalk.

Randolph Ave

Kitchen

Skylight position
- west side of gable





209 Randolph - east side of house, kitchen is in the back



**Skylight position
- west side of gable**

Kitchen



\$**208**.00

★★★★★ 330

[View Q&A](#)

VELUX 22.5-in x 46.5-in Fixed Curb Mount
Tempered Skylight

Item #317892 Model #FCM 2246 0005

- Inside curb dimensions for 2246 models are 22-1/2 in by 46-1/2 in and outside curb dimensions are 2...
- Qualifies for a 10-year "No Leak" installation warranty when installed with ECL 2246 flashing o...
- Features tempered, Low-E3, argon-filled, double paned glass, which is recommended for in-reach...

Rough Opening Length (Inches)

46.5



Rough Opening Width (Inches)

22.5



Glazing Type

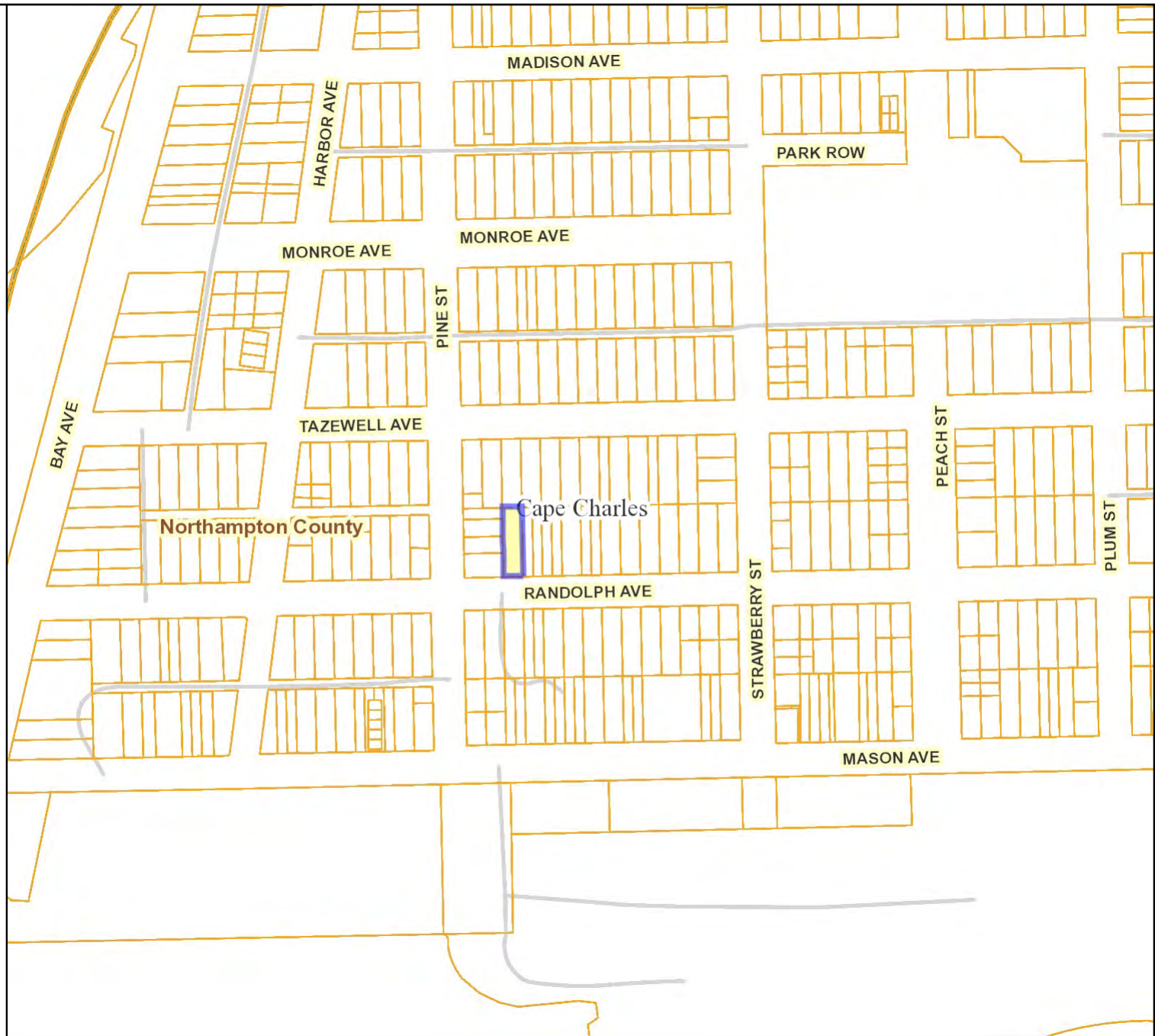
Tempered



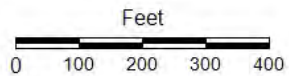
Northampton County, Virginia

Legend

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



Map Printed from Northampton
<https://parcelviewer.geodecisions.com/Northampton/>



Title: 209 Randolph Avenue

Date: 2/1/2021

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: April 20, 2021

Item #: 5c – 100 Madison and 410 Harbor Avenue

Prepared by: Katie H. Nunez, Interim Planning/Zoning Administrator

Date: April 13, 2021

APPLICANT: Sam & Amy Scharpf

SITE ADDRESS: 100 Madison and
410 Harbor Avenue

TAX MAP: 83A3-2-8-7

LOT SIZE: 4,640 sq. ft.

TYPE OF APPLICATION: Certificate of Appropriateness

WORK TO BE PERFORMED: Construct a rear addition;
demolish existing shed; and rebuilding shed with an accessory
dwelling unit on 2nd floor

CURRENT ZONING: Residential (R-1)

HISTORIC REGISTER: CONTRIBUTING STRUCTURE

DESCRIPTION: DHR # is 182-0002-0603

DATE APPLICATION RECEIVED: October 22, 2020

PRE-APPLICATION MTG: November 17, 2020

DATE APPLICATION DEEMED COMPLETE: March 1, 2021

LEGAL DEADLINE: HDRB Decision (60 Days from Complete Application): April 30, 2021

A pre-application meeting was held on November 17, 2020 and the following information was requested:

- Documentation of the existing condition and photographs of the building that is proposed to be demolished.
- Better pictures and documentation of proposed work to be done including the bump out that would need to be removed.
- Elevations for the rear building.
- Material Specification Sheets

The applicant has provided the information requested which is attached.

BACKGROUND

Description of Proposed Project:

The subject property is a 30' x 132.5' lot with an existing 1,401 square foot home. The original house is oriented on Madison Avenue and the application needs to be read from that perspective. The applicant is seeking to 1) push out the back of the house to incorporate a full bathroom and expanded utility room through a one story addition with a stucco foundation, approximately 10' x 18' (180 sq. ft) and 2) remove the existing shed (10' x 28') at the rear of the property and replace it with a new shed (13' x 30') with an accessory dwelling unit on the second floor.

The addition would eliminate a 35 sq ft masonry screen porch and would have one window facing Harbor Avenue and would have an exterior door to the backyard.

Please note that the request for an accessory dwelling unit on the second floor of the accessory structure requires a Conditional Use Permit and staff is working with the applicant to get this paperwork submitted and the requisite public hearings scheduled. However, we are still seeking your review of their submitted application, including the materials specifications for the shed, and to determine if there are any changes necessary to comply with the Historic District Guidelines.

In addition, staff has asked the applicant to provide a 3-D picture of the proposed accessory structure so that we can see the style and appearance of the building, including location/type of windows, doors, etc. The applicant is working on getting this to us in advance of the April 20, 2021 meeting.

MATERIALS:

The applicant has provided a packet of specification sheets regarding the siding, doors, roof and windows which will be utilized for both the addition and the accessory structure. The accessory structure will be built on-site.

STAFF ANALYSIS

ZONING COMPLIANCE

The proposed project for the addition to the house is increasing the square footage of the existing building by 180 square feet and is in full conformance with the requirements of the zoning ordinance. The demolition of the shed, which is in poor condition, is in full conformance with the requirements of the zoning ordinance.

The proposed new accessory structure, sized 13' x 30' (390 sq. ft) does not have zoning clearance because the use proposed for the second story of this structure as an accessory dwelling unit require a Conditional Use Permit.

Any property within the Historic District Overlay is required to meet the Historic District Guidelines, which are superimposed on the underlying zoning district regulations.

HISTORIC DISTRICT GUIDELINES

GENERAL PRINCIPLE FOR EXTERIOR ALTERATIONS: Page 19 – Item 9: New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale and architectural features to protect the historic integrity of the property and its environment.

STAFF RECOMMENDATION:

Staff recommends **APPROVAL** of a Certificate of Appropriateness for Item 5B **only** for the proposed addition to the house and the demolition of the old shed and is prepared to assist with the development of a motion, if needed.

Staff recommends the HDRB indicate any comments or concerns regarding the materials proposed for the accessory structure but delay any action of approval or denial until the Conditional Use Permit application has been filed and acted upon by the Town.

The Historic District Review Board makes the final determination on whether or not a Certificate of Appropriateness will be issued for this project and may impose conditions on an approval.

Attachments:

Attachment 1 – Application and Documents

Attachment 2 – Location Maps



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

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

- | | |
|--|--|
| ☒ Completed application | ☒ Photos/elevations of existing structure |
| ☒ Letter of intent clearly explaining project | ☒ Photos/elevations of proposed project |
| ☒ Existing site plan or survey | ☒ Proposed materials/spec sheets, samples |
| ☒ Proposed site plan or survey (if applicable) | ☒ 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: 410 Harbor Ave. small house addition and shed reconstruction
Property Address: 410 Harbor Ave. Cape Charles, VA 23310
Brief Description of Project: Small extension to back of house and shed reconstruction
Zoning District: Hist Current Use: Residential Proposed Use: Res/No change

OWNER INFORMATION

Name and Company: Sam & Amy Scharpf
Mailing Address: 410 Harbor Ave. Cape Charles, VA 23310
Phone Number: 202.365.4814 Email: samscharpf@yahoo.com

APPLICANT INFORMATION

☒ check here if applicant is owner

Name: Sam & Amy Scharpf
Mailing Address: 7829 Fulbright Court, Bethesda, MD 20817
Phone Number: 202.365.4814 Email: samscharpf@yahoo.com

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: Samford A. Scharpf Digitally signed by Samford A. Scharpf
Date: 2021.03.01 13:33:27 -05'00' Date: 03/01/2021

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

Letter of Intent for building permit

February 28, 2021

Sam & Amy Scharpf

410 Harbor Ave.

Cape Charles, VA 23310

202.365.4814

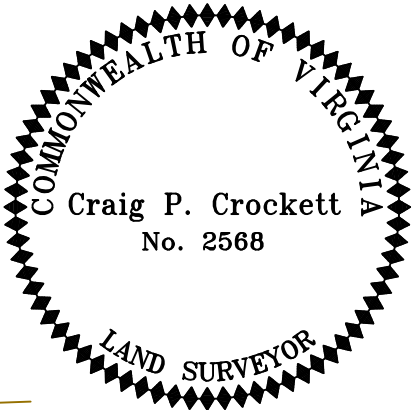
Overall work consists of two projects:

- 1) We would like to push out the back of our house at 410 Harbor Ave. to incorporate a full bathroom and expanded utility room. This would be a one story addition with a stucco foundation encompassing a space of approximately 10' x 18' (180 square feet). Our backyard is sizeable enough to easily accommodate the addition, and we would use vinyl windows and siding to match the existing house walls.

- 2) Additionally, we have an extremely dilapidated shed in our backyard by the alley with holes in its roof and sagging walls. We would like to tear that structure down and build a new shed with an dwelling unit on top of it. The existing shed's dimensions are 10' x 28', and the new structure would be 13' by 30'. It would be a two-story structure with:
 - A. a functioning shed for a vehicle and tools on the ground floor, and
 - B. an accessory dwelling on the second floor containing one bedroom, a kitchenette, small living space, and full bathroom. Egress to the second floor would be through stairs on the alley side of the building, and there would be a dedicated parking spot as well.

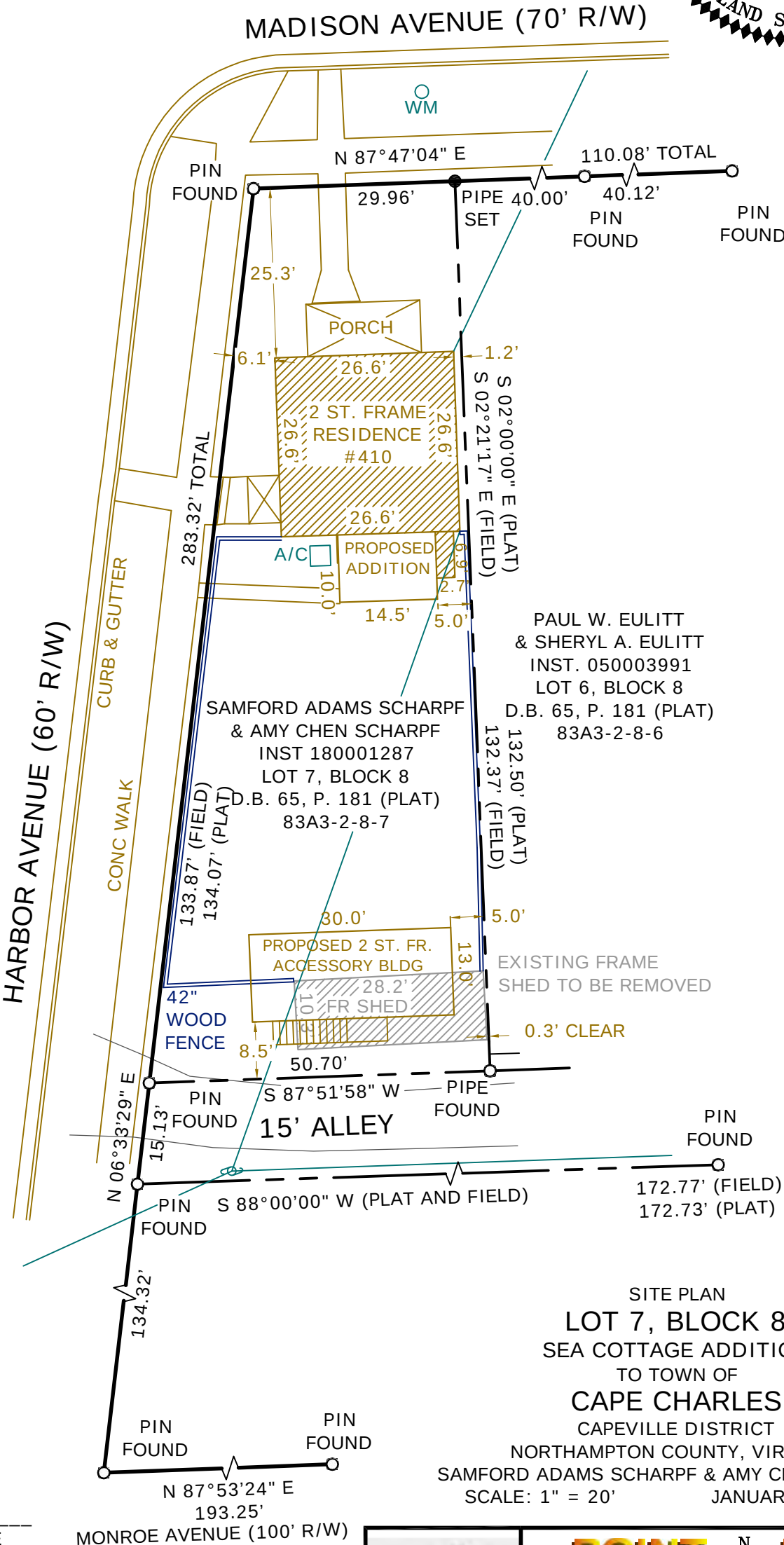
SURVEYORS CERTIFICATION

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.



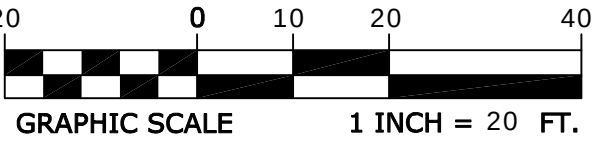
GENERAL NOTES:

- OWNERS: SAMFORD ADAMS SCHARPF & AMY CHEN SCHARPF
- TAX PARCEL: 83A3-2-8-7
- SOURCE OF TITLE: INST. 180001287
- A SURVEY WAS PERFORMED ON THIS PROPERTY IN JANUARY 2020 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. 51131C0295F, DATED 03-02-15 , THE PROPERTY SHOWN HEREON FALLS IN ZONE OF 0.2% ANNUAL CHANCE.
- PLAT REFERENCES:
D.B. 41, P. 484 (PLAT)
D.B. 65, P. 181 (PLAT)



APPROVED

PLANNER, TOWN OF CAPE CHARLES / DATE



REVISED 02-04-2021
CHANGES TO PROPOSED
HOUSE AND ACCESSORY
BUILDING



SITE PLAN
LOT 7, BLOCK 8
SEA COTTAGE ADDITION
TO TOWN OF
CAPE CHARLES
CAPEVILLE DISTRICT
NORTHAMPTON COUNTY, VIRGINIA
SAMFORD ADAMS SCHARPF & AMY CHEN SCHARPF
SCALE: 1" = 20' JANUARY 13, 2020

POINT NORTH

POINT NORTH SURVEYING LLC

P.O. Box 701,
Onley, VA. 23418

POINT NORTH SURVEYING LLC

(757) 709-3008

pointnorthsurveying@gmail.com

DRAWN BY: CROCKETT

FIELD BOOK: FILE COPY

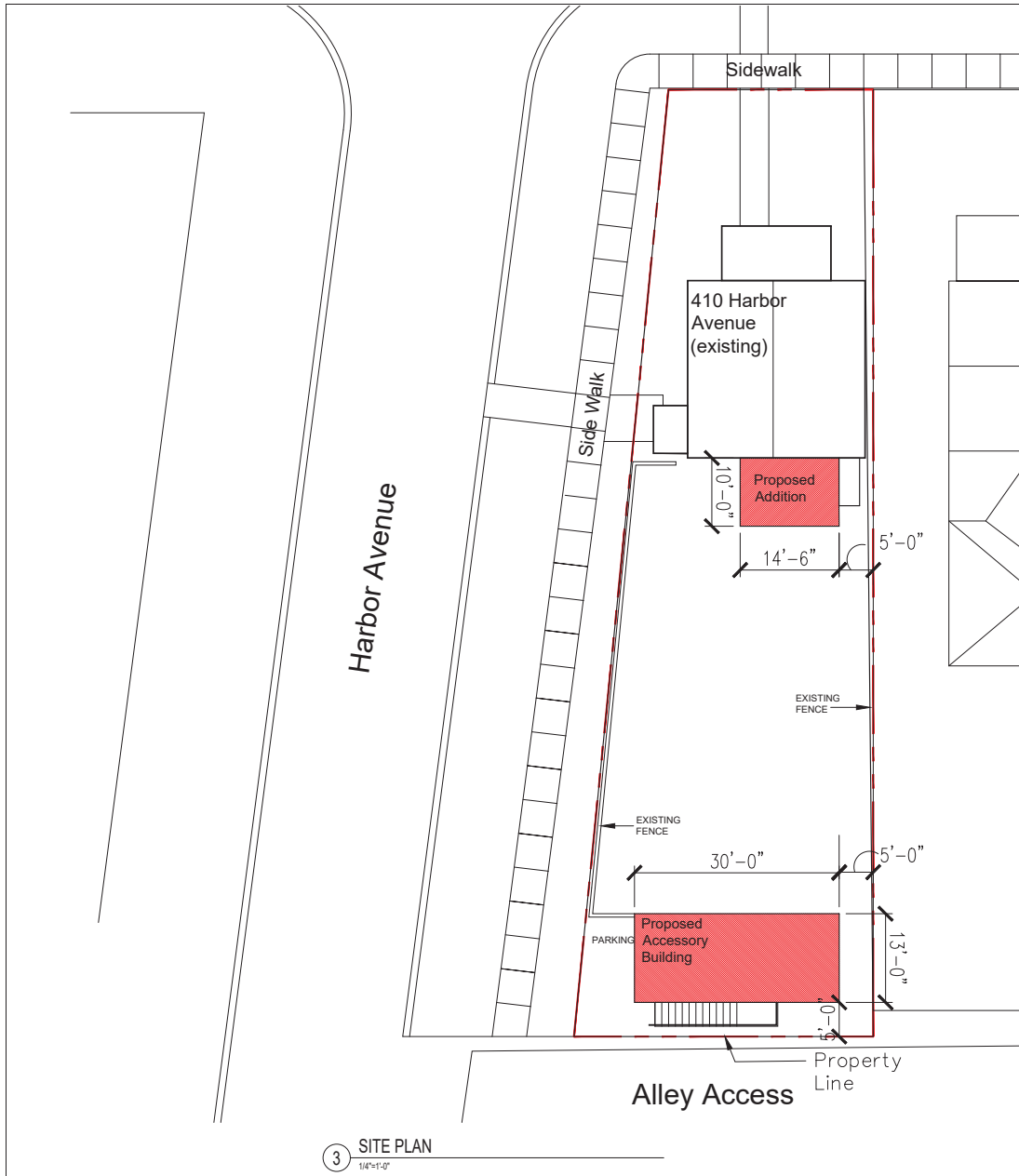
BACKTRAV: CROCKETT

PROJ.NO: 20001B

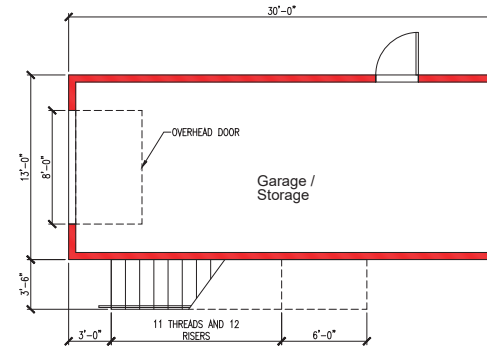


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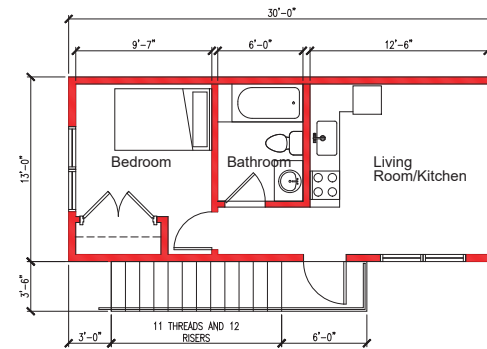




3 SITE PLAN
1/4"=1'-0"



1 FIRST FLOOR PLAN - Accessory Building
1/4"=1'-0"



2 SECOND FLOOR PLAN - Accessory Building
1/4"=1'-0"

DESIGN

Project Team

Architect
Dan Chen, AIA, LEED AP
36 Marlboro Street
Belmont, MA 02478
617.470.4722

Surveyor
Point North Surveying, LLC
P.O. Box 701
Onley, VA 23418
757.709.3008

410 HARBOR AVENUE

410 Harbor Avenue
Cape Charles, VA 23310

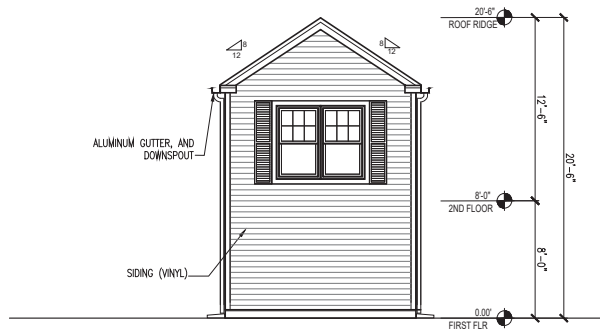
DRAWING NOTES:
THIS DRAWING SHALL REMAIN THE PROPERTY OF THE ARCHITECT. REPRODUCTION OF THIS DRAWING OR THE SPECIFICATIONS ASSOCIATED WITH THIS PROJECT WITHOUT THE ARCHITECT'S AGREEMENT IS FORBIDDEN. THE PLANS AND SPECIFICATIONS OF THIS PROJECT SHALL NOT BE USED BY THE OWNER ON OTHER PROJECTS EXCEPT BY AGREEMENT IN WRITING AND WITH APPROPRIATE COMPENSATION TO THE ARCHITECT.

THE DRAWINGS ARE DIAGRAMMATIC. DO NOT SCALE. CONTRACTOR TO VERIFY ALL SITE CONDITIONS AND RESPONSIBLE FOR DIMENSIONAL COORDINATION WITH SUBCONTRACTORS WORK PRIOR START OF WORK.

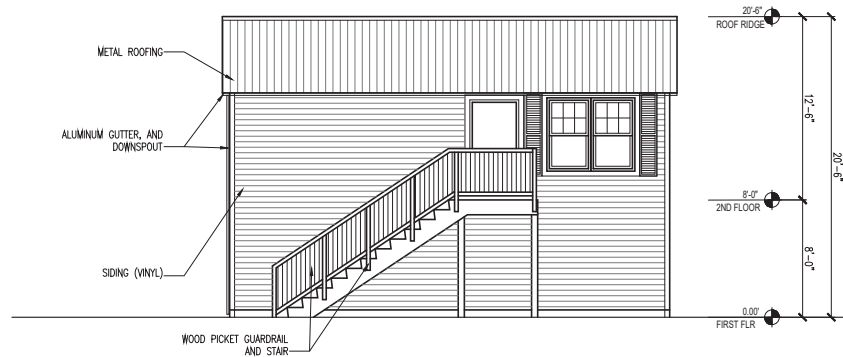
FLOOR PLAN AND SITE PLAN

SCALE: AS NOTED
DATE: Jan. 20, 2021
DRAWN BY:
CHECKED BY:

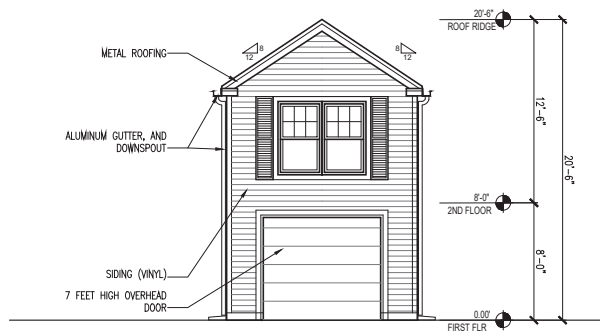
A2



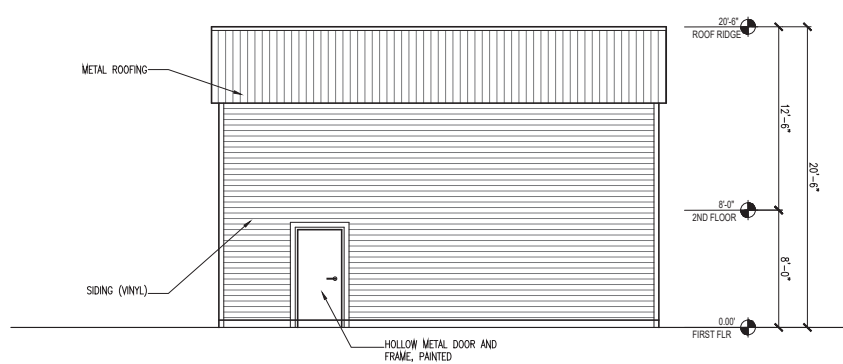
3 ELEVATION - EAST
1/4"=1'-0"



1 ELEVATION - SOUTH
1/4"=1'-0"



4 ELEVATION - WEST
1/4"=1'-0"



2 ELEVATION - NORTH
1/4"=1'-0"

DESIGN

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Architect
Dan Chen, AIA, LEED AP
36 Marlboro Street
Belmont, MA 02478
617.470.4722

Surveyor
Point North Surveying, LLC
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410 HARBOR AVENUE

410 Harbor Avenue
Cape Charles, VA 23310

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ELEVATIONS

SCALE: AS NOTED
DATE: Jan. 20, 2021
DRAWN BY:
CHECKED BY:

A3

























































































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FOR SALE
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(757) 331-4885









Siding

- Mainstreet
- RigidForm Technology
- .042" thickness
- Class 1(A) fire rating

Door

- Fiber-Classic & Smooth-Star Door Construction
- Composite Fiberglass Door
- Polyurethane foam core insulation

Roof

- Englert
- Standing Seam Metal
- 1300 Series 1" high seam

Windows

- Interstate
- White Vinyl
- 6/0 flat grids, Low E/Argon, ½ Screen

MainStreet™

Vinyl Siding

General Description: MainStreet™ siding is appropriate for use in new construction for single family homes, multi-housing projects and light commercial developments. MainStreet is also an ideal product for remodeling.

Styles:

Profile	Finish	Panel Projection	Wall Thickness (Nominal)	Lock Design	Colors	Accessory Pocket
Double 4" Clapboard	Woodgrain	9/16"	.042"	Post-formed	25	5/8" or 3/4"
Double 4" Dutchlap	Woodgrain	9/16"	.042"	Post-formed	25	1/2", 5/8" or 3/4"
Double 5" Clapboard	Woodgrain	9/16"	.042"	Post-formed	25	5/8" or 3/4"
Double 5" Dutchlap	Woodgrain	9/16"	.042"	Post-formed	25	5/8" or 3/4"
Triple 3" Clapboard	Smooth Brushed	9/16"	.042"	Post-formed	10	5/8" or 3/4"
Single 6-1/2" Beaded	Smooth Brushed	9/16"	.042"	Post-formed	8	5/8" or 3/4"
Single 8" Clapboard	Woodgrain	5/8"	.042"	Post-formed	1	3/4"

Colors: MainStreet siding profiles are available in a wide selection of colors. All colors are Spectrophotometer controlled and utilize exclusive Permacolor™ color science.

Colonial White (01)	Light Maple (55)	Sterling Gray (33)	Natural Clay (60)	Forest (47)*
Autumn Yellow (10)*	Sandstone Beige (15)	Buckskin (41)*	Oxford Blue (32)	Hearthstone (19)*
Desert Tan (07)	Savannah Wicker (59)	Castle Stone (37)*	Autumn Red (23)*	Pacific Blue (27)*
Heritage Cream (11)	Seagrass (30)*	Cypress (42)*	Charcoal Gray (46)*	Sable Brown (29)*
Herringbone (04)*	Snow (31)	Granite Gray (34)*	Flagstone (97)*	Spruce (16)*

*Not available in T3" profile

STUDfinder™: The patented STUDfinder Installation System combines precisely engineered nail slot locations with graphics. Nail slots are positioned 16" on center to allow for alignment with studs. STUDfinder graphics centered at each slot provide a quick and easy guide to help locate studs.

RigidForm™: MainStreet RigidForm 170 double nail hem technology stiffens siding for a straighter-on-the-wall appearance and provides wind load performance.

Lock: MainStreet's exclusive DuraLock™ is a substantially larger lock than is found on competing products, with a rigid teardrop shape and engineered angular locking leg for a positive, snap fit application and exceptional wind resistance.

Accessories: CertainTeed manufactures a wide range of siding accessories which are compatible with MainStreet siding styles and colors. Accessory products include installation components, soffit, window and door trim, corner lineals, corner systems and decorative moldings.

Composition: MainStreet siding products are produced using PVC resin.

Technical Data: MainStreet siding is in compliance with ASTM specification for Rigid Polyvinyl Chloride (PVC) Siding D 3679, and the requirements of section R703.11 of the International Residential Code, and section 1404.14 of the International Building Code. MainStreet siding meets or exceeds the properties noted in Table 1.



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Therma-Tru Benchmark Doors 32-in x 80-in Fiberglass Half Lite Left-Hand Inswing Ready to paint Unfinished Prehung Single Front Door with Brickmould
Item #253119 Model #SSCD4E28LBM

- Traditional 9-lite door features deep embossed panels and a smooth, paintable surface to complement a variety of homes
- Fiberglass resists cracking, warping, splitting and denting, offering a low-maintenance, high-performance door option
- Complete door system includes all necessary components like jambs, weatherstrip, sill and hinges in complementing finish colors

Common Size (W x H)

32-In X 80-In

Handing

Left-Hand Inswing

1
Qty

Hurry, Low In Stock

Add to Cart



Free Store Pickup

2 Available at
[New Carrollton Lowe's](#)
Aisle 47 | Bay 14



Delivery
Available

Feedback

BETTER TOGETHER

- Traditional 9-lite door features deep embossed panels and a smooth, paintable surface to complement a variety of homes
- Fiberglass resists cracking, warping, splitting and denting, offering a low-maintenance, high-performance door option
- Complete door system includes all necessary components like jambs, weatherstrip, sill and hinges in complementing finish colors
- Door system is energy star® qualified with a polyurethane foam core - delivering exceptional energy efficiency
- Ready-to-install door with frame

 [CA Prop 65](#)
PDF

CA Residents:  [Prop 65 Warning\(s\)](#) 

SPECIFICATIONS

Material	Fiberglass
Wood Species	N/A
Finish	Unfinished
Manufacturer Color/Finish	Ready to paint
Color/Finish Family	White
Common Size (W x H)	32-in x 80-in
Fire Rated	×
Fire Rating	N/A
Actual Width (Inches)	33.5
Actual Height (Inches)	81.5
Jamb Width (Inches)	4.5625
Actual Width with Sidelights (Inches)	0
Actual Depth (Inches)	4.5625

Weatherstripping Included	
Lockset Bore	Ready for lockset and deadbolt
Core Type	Insulating c
Impact Resistant Glass	×
3-Point Locking System	×
Commercial/Residential	Residential
For Use with Mobile Homes	×
Sill Type	Adjustable
Sill Finish	Mill
Lowe's Exclusive	
ENERGY STAR Certified Northern Zone	×

Feedback

Glass Style	Simulated divided light
Rough Opening Width (Inches)	34.25
Rough Opening Height (Inches)	82
Panel Type	3-panel
Glass Shape	Half lite
Door Style Modern	×
Door Style Victorian	×
Door Style Craftsman	×
Door Style Traditional	✓
Door Style Rustic	×
Door Style Mid Century	×
Door Style Contemporary	×
Privacy Rating	1
Glass Insulation	Low-E
Glass Caming	×
Caming Finish	N/A
Brickmould Included	✓

ENERGY STAR Certified North/Central Zone	×
ENERGY STAR Certified South/Central Zone	×
ENERGY STAR Certified Southern Zone	×
Warranty	Limited lifetime
Locking System Included	×
Common Height (Inches)	80
UNSPSC	30171500
Configuration	Single door
Door Type	Prehung
Impact Resistance	×
CA Residents: Prop 65 Warning(s)	⚠ Prop 65 WARNING(S)
Collection Name	N/A
Common Width (Inches)	32
Common Depth (Inches)	4.5625
Handle Finish	N/A (no handle)
Handle(s) Included	×
Handing	Left-hand inswing
Hardware Finish	N/A

Feedback

1" MECHANICALLY SEAMED METAL ROOF SYSTEM (A1301)

Englert Series A1301

The A1301 series metal roof panel is a 1" mechanically seamed metal roof system offering the same architectural detailing capabilities as architectural snap-lock roofing panels. Required for use on shallow sloped roofs (less than 3"/12"), the A1301 series metal roof panel is ideal for use on fascias, walls and soffits.

 Seamer Rental

PermaColor 3500 - Full Strength 70% Kynar 500® / Hylar 5000®
Due to variances among color monitors the colors that appear on your screen may not be exact.

 Dark Bronze R 29.1 - E .9 - SRI 31	 Charcoal Grey R 30.1 - E .9 - SRI 32.3	 SunNet Blue New Matches SunNet BIPV Laminate	 Pacific Blue R 28.5 - E .9 - SRI 30.1
 Matte Black R 28.2 - E .9 - SRI 29.8	 Slate Grey R 40.3 - E .9 - SRI 45.6	 Royal Blue R 28 - E .9 - SRI 29.6	 Slate Blue R 31 - E .91 - SRI 33.9

A1301
1" MECHANICALLY SEAMED METAL ROOF SYSTEM

Color Card

Profile at a Glance

Structural	ASTM water & air tested
✓ Good for mansard or fascia	✓ ASTM-E84 tested (Class A Fire rating)
✓ Architectural detail capability	ASTM-E1592 tested
✓ Tight radius curving capacity	UL 580, Class 90
Shallow slope (less than 3"/12")	Dade County tested
✓ Narrow seam	Florida Building Code Compliant
Wide seam	FM tested
Snap-lock seam	Flush seam
✓ Mechanical seam	✓ Weather tightness warranties

Accessories

- ⦿ Roofing Clips
- ⦿ S-5! Roof Attachments
- ⦿ PreManufactured Curbs
- ⦿ Sealants
- ⦿ Pipe Boots
- ⦿ Premium Underlayment
- ⦿ Cor-A-Vent
- ⦿ Touch Up Paint
- ⦿ Fasteners
- ⦿ MetalMan HT Underlayment
- ⦿ Forming Tools

Quicklinks

- 🔗 Materials and Gauges Guidelines
- 🔗 ULTRA-Cool™ low gloss paint finishes
- 🔗 System Warranties
- 🔗 Ratings and Certifications
- 🔗 Roofing Coil and Coil Purchasing

Download Center

- 📄 Features and Benefits
- 📄 Specifier Sheets
- 📄 Installation Guide
- 📄 A1301 Standard Details
- 📄 A1301 BIM Model

Architectural Metal
Roof

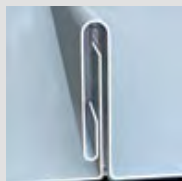
Structural Metal Roof

Curved Panel Metal
Roof

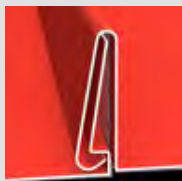
Soffit Systems

Retrofit Framing

ARCHITECTURAL METAL ROOF SYSTEMS



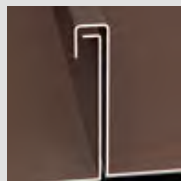
A1000



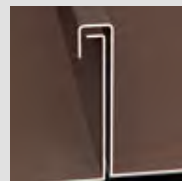
A1100



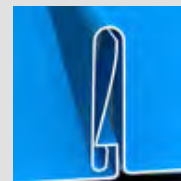
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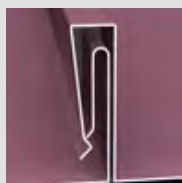
A1300



A1301



A1500



S2000

Free Englert Roofing Mobile App Download:

Easy access to all Englert brochures and catalogs, a color selector for both roofing and gutter colors, standing seam metal roof panel profiles, and a convenient coil calculator to assist in estimating and completing your particular project.

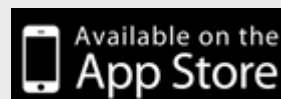


PHOTO GALLERY



ROOF COLOR VISUALIZER



AWARD WINNING PROJECTS

Search...





Model 5000 Replacement Vinyl Windows feature state-of-the-art materials and precision manufacturing added value and a beautiful appearance at a reasonable price.



Model 5000 Double Hung Features:

- Fully welded frame & sash
- New Light Lift™ SP Sash Balance System
- Duralite™ warm edge insulated glass spacer system
- Full lift handle





- True sloped sill
- 3/4" insulated glass
- Optional Low E/Argon gas
- Optional grids between glass
- Exterior glazed
- White only
- Beveled exterior profile
- Custom Sizes
- Half screen standard; optional full screen
- 3 1/4" jamb
- Replacement only
- **Available in Double Hung, Single Hung, Single Slider, 3-Lite Slider, Picture Window and Arch**

ENERGY EFFICIENCY

Our products and processes emphasize energy savings – and that means we consume less energy released into our environment.

Our buildings save energy by utilizing in-floor radiant heating during off-peak energy hours and by controlled lighting.

Our processes conserve resources – like filtering and reusing glass wash water for glass rinsing, or glass scrap created during the fabrication process. And of course, we have a recycling program for paper.

Interstate belongs to a voluntary energy cooperative that monitors and helps reduce energy usage demand. We are helping to protect our community from blackouts, to keep energy rates stable and environment by reducing reliance on peaking power plants.

GLASS PACKAGES



Incredible Thermal Values



Standard Whole Window NFRC Certified Dual Energy Saver Glass Package

Double Hung & Slider

U-Factor **.27**

Low E + clear; argon

Energy Saver IS

U-Factor **.24**

Low E + Low E inside surface; argon

South Glass Pack

U-Factor **.27**

Low E South + clear; argon

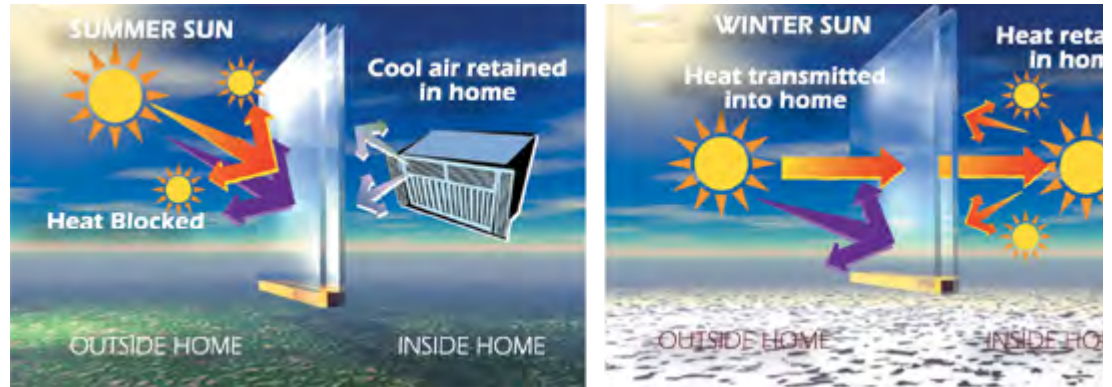
Climaguard™ Low E Glass and Argon Gas Add Comfort Savings

Low E is a transparent metallic oxide coating applied onto a glass surface. The coating allows short-wave light to pass through but reflects long-wave infrared energy, which lowers the U-value and that means more energy savings. Argon is an odorless, colorless, tasteless, non-toxic gas, argon is six times denser than air. It is used to replace

panes to reduce thermal energy transfer and heat loss.



ClimaGuard glass has heat reflective coatings – microscopically thin layers of metal and metal oxide keeping warmth inside in winter and outside in summer.



HARDWARE / GRIDS

Built Tough Hardware

All Interstate vinyl windows come standard with the industry's finest hardware system. The operators have all been developed to work together to meet or exceed maximum performance requirements: the strongest, most attractive, easiest operating and highest performing hardware in today's market.

Grid Options

Internal grids will give your Model 5000 windows the look and feel of true divided lite windows without the maintenance. Because they're between glass panes, these grids never require cleaning. Our beautiful grids are available in a contoured or flat design.

Grid Choices

Model 5000:

Flat Grids

- White

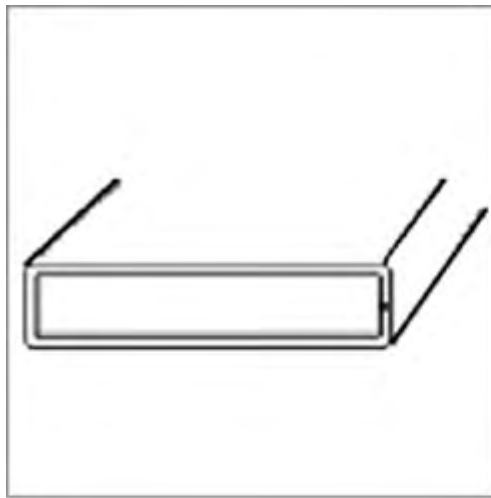
Grids Between Glass (GBGs)



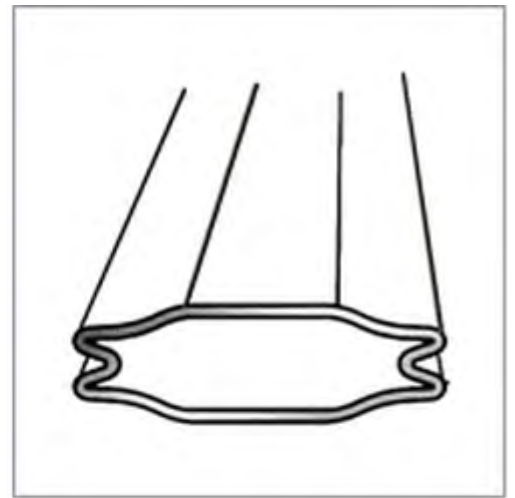
Contoured Grids

- White

Grids Between Glass (GBGs)



FLAT GRID PROFILE



CONTOUR GRID PROFILE



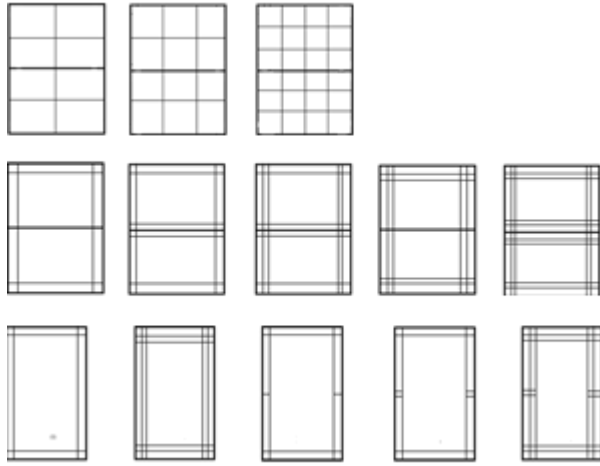
COLONIAL FLAT (GBG)



COLONIAL CONTOUR (GBG)

Sample Grids





WINDOW OPTIONS

> COMPOSITWOOD

- > Model 9800 Double Hung Windows
- > Casement/Awning Windows
- > Slider Windows
- > Picture Windows
- > Bow & Bay Windows
- > Model 9400 Architectural Series New Construction

> VINYL WINDOWS

- > Double Hung Windows
- > Casement/Awning Windows
- > Slider Windows
- > Picture Windows
- > Bow & Bay Windows
- > Architectural Styles



> **COMMERCIAL GRADE**



> Euroview Commercial Windows

> **BACK TO WINDOWS**

DEALER CENTER

> Product Details

> Dealer Webcenter

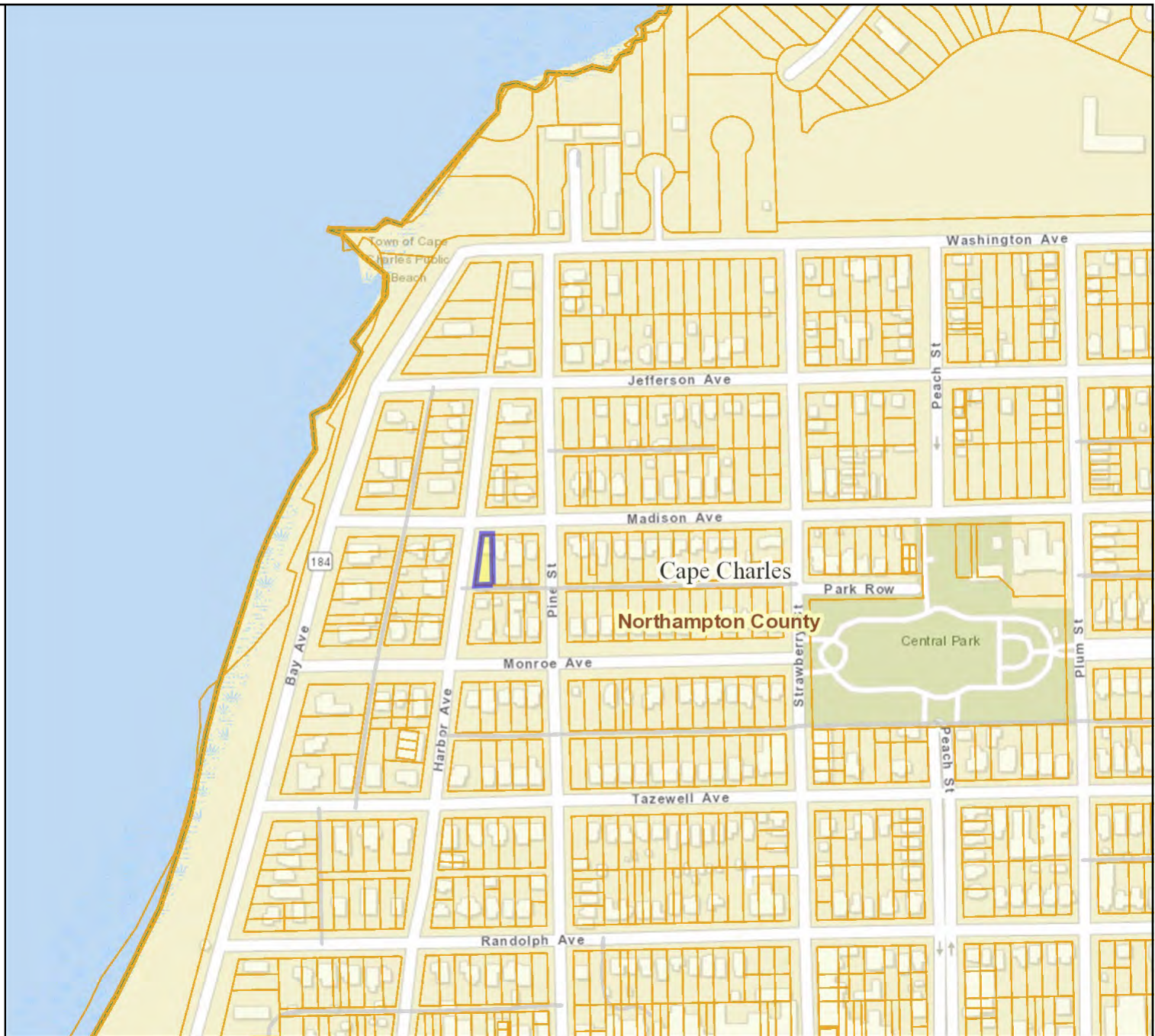
> Support Library



Northampton County, Virginia

Legend

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



Map Printed from Northampton
<https://parcelviewer.geodecisions.com/Northampton/>

Feet
0 100 200 300 400
1:4,514 / 1"=376 Feet

Title: 100 Madison Avenue and 410 Harbor Avenue

Date: 4/2/2021

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HISTORIC DISTRICT REVIEW BOARD STAFF REPORT

Meeting Date: April 20, 2021

Item #: 5d – 324 Jefferson Avenue

Prepared by: Katie H. Nunez, Interim Planning/Zoning Administrator

Date: April 13, 2021

APPLICANT: Jay & Tracy Meadows

SITE ADDRESS: 324/326 Jefferson Avenue

TAX MAP: 83A1-20-A

LOT SIZE: 5,600 sq. ft.

TYPE OF APPLICATION: Certificate of Appropriateness modification

WORK TO BE PERFORMED: Siding Replacement; raise height of all windows by 1'

CURRENT ZONING: Residential (R-1)

HISTORIC REGISTER: CONTRIBUTING STRUCTURE

DATE APPLICATION RECEIVED: April 28, 2020

PRE-APPLICATION MTG: May 11, 2020

DATE APPLICATION DEEMED COMPLETE: July 19, 2020

LEGAL DEADLINE: HDRB Decision (60 Days from Complete Application): April 30, 2021

The HDRB approved the application for a Certificate of Appropriateness on August 18, 2020 and required an evaluation needed to be provided to determine the condition of the original siding; and (2) the dormer siding needed to be changed but all of the other elements of their application were approved.

The applicant has now indicated that the original wood siding is in poor condition and they would like to replace with vinyl siding.

In addition, the applicant has requested to modify their Certificate of Appropriateness regarding the windows, specifically they would like to raise the height of all of the windows by 1 foot

BACKGROUND

Description of Proposed Project:

The applicant is requesting to replace the wood siding with James Hardie Plank siding and that the wood siding is not in a condition to salvage. The applicant would also like to raise the height of all of the windows by 1 foot (see attached drawings) to allow the windows to align with the height of the door frames.

MATERIALS:

The applicant is proposing James Hardie Plank siding.

STAFF ANALYSIS

ZONING COMPLIANCE

The proposed project is not increasing the square footage of the existing building and is in full conformance with the requirements of the zoning ordinance. Any property within the Historic District Overlay is required to meet the Historic District Guidelines, which are superimposed on the underlying zoning district regulations.

HISTORIC DISTRICT GUIDELINES

GENERAL PRINCIPLE FOR EXTERIOR ALTERATIONS: Page 19 – Item 9: New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale and architectural features to protect the historic integrity of the property and its environment.

WINDOWS: Pg. 42 Item #5– Avoid changing the number or location of windows or doors by cutting new openings or blocking in original openings.

STAFF RECOMMENDATION:

The applicant has requested two items: replace the wood siding with Hardie Plank siding and to increase the height of the windows by 1 foot to align with the exterior doors.

Staff is prepared to assist with the development of a motion, if needed, but does not have a recommendation on this matter since this is a carry-over which has been before the Board in July and then August 2020. The request for the increase in the window heights does not seem reasonable and within the guidelines.

The Historic District Review Board makes the final determination on whether or not a Certificate of Appropriateness will be issued for this project and may impose conditions on an approval.

Attachments:

Attachment 1 – Application and Documents



ORIGINAL APPROVED APPLICATION
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

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

- | | |
|---|--|
| ☒ Completed application | ☒ Photos/elevations of existing structure |
| ☒ Letter of intent clearly explaining project | ☒ Photos/elevations of proposed project |
| ☒ Existing site plan or survey | ☒ Proposed materials/spec sheets, samples |
| ☐ Proposed site plan or survey (if applicable) | ☒ 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: Jay & Tracy Meadows
Property Address: 324 Jefferson Avenue Cape Charles, VA 23310
Brief Description of Project: interior/exterior renovations, roof, windows, siding
Zoning District: _____ Current Use: vacant Proposed Use: vacation

OWNER INFORMATION

Name and Company: Jay & Tracy Meadows
Mailing Address: 1225 Princess Anne Road Virginia Beach, VA 23457
Phone Number: 757-409-6202 Email: tmeadows91@hotmail.com

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: Tracy M. Meadows Digitally signed by Tracy M. Meadows
Date: 2020.04.28 16:04:40 -04'00' Date: 4.28.20

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



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.

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.

RE: SIDING for 324 Jefferson Avenue

Tracy Meadows <tmeadows91@hotmail.com>

Fri 2/26/2021 10:57 AM

To: Allyson Finchum <allyson.finchum@capecharles.org>; Tracy Outten <tracy.outten@capecharles.org>

Good morning,

Please see below pictures of original exterior doors uncovered from the interior of the home. It would not be possible to patch these areas to match the original wood siding that is underneath the existing vinyl on the exterior of the house without them looking like obvious patches. Let me know if we need to submit another application in order to proceed to the next meeting for approval for siding application.

Thank you,
Tracy Meadows
757.409.6202

From: Tracy Meadows <tracy@meadowsbuildingcorp.com>

Sent: Friday, February 26, 2021 10:55 AM

To: Tracy Meadows <tracy@meadowsbuildingcorp.com>

Subject:











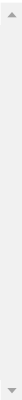


Classic shades—engineered with long-lasting ColorPlus® Technology—will make a statement that resonates for generations. The tried and true colors of James Hardie’s Statement Collection™ products were designed for every home. They’re our most popular hues. And they are readily available in your region.

SIDING COLORS

Colors shown may vary due to screen resolution. Please see actual product sample for true color.

Gray Slate



[Request a Quote](#)

[Request a Sample](#)

AVAILABLE SIZES

THICKNESS:	0.312"
LENGTH:	144" boards
WIDTHS:	8.25"
EXPOSURES:	7"

[Warranty Information](#) >

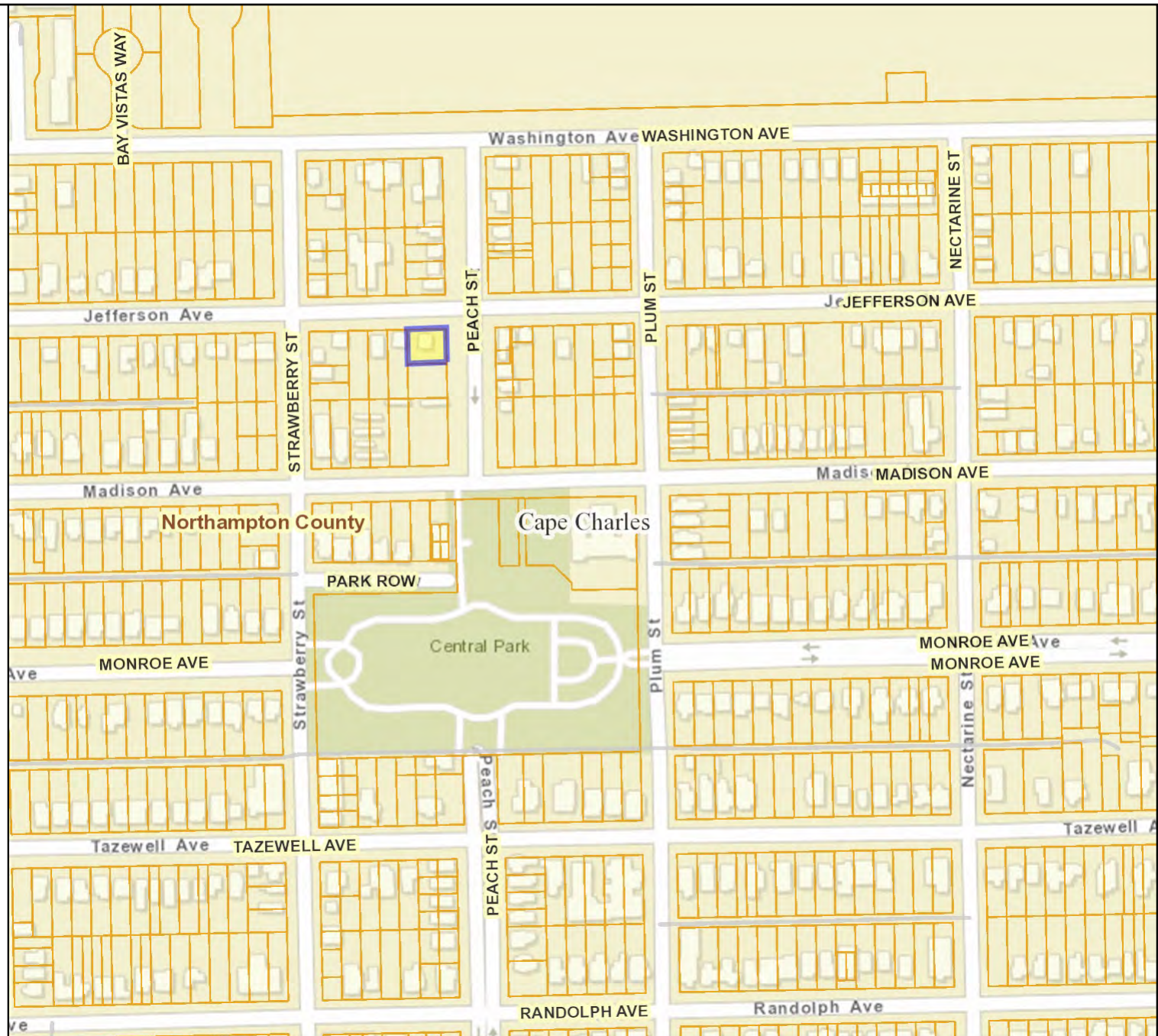
Not finding the color you're looking for?

[+ See More Color Options](#)

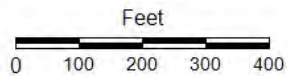
Northampton County, Virginia

Legend

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



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



Title: 324 Jefferson Avenue

Date: 7/15/2020

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HISTORIC DISTRICT REVIEW BOARD STAFF REPORT

Meeting Date: April 20, 2021

Item #: 6a – 18 Strawberry Street

Prepared by: Katie H. Nunez, Interim Planning/Zoning Administrator

Date: April 13, 2021

APPLICANT: Rachel Wivell
SITE ADDRESS: 18 Strawberry Street

TAX MAP: 83A3—1-616A

LOT SIZE: 3,840 sq. ft.

TYPE OF APPLICATION: Certificate of Appropriateness
WORK TO BE PERFORMED: Hanging Sign -

Commercial

CURRENT ZONING: Commercial-1 (C-1)

HISTORIC REGISTER: CONTRIBUTING STRUCTURE
DESCRIPTION:

DATE APPLICATION RECEIVED: March 3, 2021

PRE-APPLICATION MTG: April 20, 2021

DATE APPLICATION DEEMED COMPLETE: March 3, 2021

LEGAL DEADLINE: HDRB Decision (60 Days from Complete Application): May 2, 2021

The applicant is seeking to hang a 50 inch x 30 inch sign (10.42 square feet total) on the brick above canopy for 18 Strawberry Street. Said sign is to advertise her commercial establishment as a tenant at 18 Strawberry Street. See sketch in blue on Google Map below as to approximate location of sign.



MATERIALS:

She is proposing to use vinyl top laminated with matte, mounted on Azek 1.5". She has indicated that this is the exact same sign and material as what was approved for her business location at Randolph Avenue.

STAFF ANALYSIS**ZONING COMPLIANCE**

The proposed sign meets the requirement of the zoning ordinance. Any property within the Historic District Overlay is required to meet the Historic District Guidelines, which are superimposed on the underlying zoning district regulations.

HISTORIC DISTRICT GUIDELINES

The Historic District Overlay Zoning Ordinance (Section 8.18) states that no building or structure, including signs, shall be erected, reconstructed, restored, or substantially altered in exterior appearance ... and no permit shall be granted unless and until the same is approved by the Historic District Review Board and a Certificate of Appropriateness has been issued by that body..."

There is no specific guidance for signage styles or materials in the Guidelines.

STAFF RECOMMENDATION:

Staff is requesting the HDRB to review the application material submitted by the applicant and determine if the type of sign and the placement of said sign on the building is in keeping and consistent with the neighborhood.

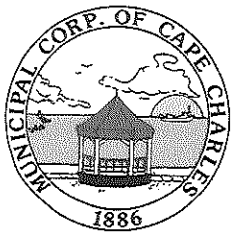
Staff recommends **APPROVAL** of a Certificate of Appropriateness for Item 6A and is prepared to assist with the development of a motion, if needed.

The Historic District Review Board makes the final determination on whether or not a Certificate of Appropriateness will be issued for this project and may impose conditions on an approval.

Attachments:

Attachment 1 – Application and Documents

Attachment 2 – Location Maps



CERTIFICATE OF APPROPRIATENESS APPLICATION

Town of Cape Charles

2 Plum Street

Cape Charles, VA 23310

757-331-3259 x24

plannertech@capecharles.org

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

- | | |
|---|---|
| ☐ Completed application | ☐ Photos/elevations of existing structure |
| ☐ Letter of intent clearly explaining project | ☐ Photos/elevations of proposed project |
| ☐ Existing site plan or survey | ☐ Proposed materials/spec sheets, samples |
| ☐ Proposed site plan or survey (if applicable) | ☐ 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: Retail Store-Front sign

Property Address: 18 Strawberry St. Cape Charles, VA 23310

Brief Description of Project: hanging business sign on building

Zoning District: _____ Current Use: retail use Proposed Use: _____

OWNER INFORMATION

Name and Company: Rachel Wineill - Love + Canna

Mailing Address: 20535 Chertan Cross Rd. Cape Charles VA 23310

Phone Number: 757-678-2007 Email: rwloveandcanna@yahoo.com

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: Rachel Wineill Date: 3/3/2021

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

Love & Canna

Rachel Wivell

18 Strawberry St

Cape Charles VA 23310

rwloveandcanna@yahoo.com

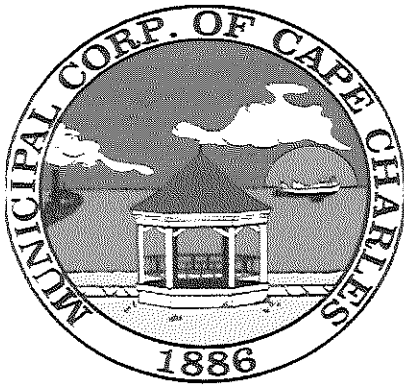
757-678-2007

To whom it may concern,

My name is Rachel Wivell, owner of the store Love & Canna. We have just recently switched locations from Randolph to the historic building on Strawberry St. We would like to gain permission to place our sign onto the building of our new location. It is our intent to hang the sign against the building on the brick that is in between our store front and the apartments above. We have included pictures of the store front, pictures of the sign, and documentation of what materials the sign consist of. The owner of the building has approved our request. We are hoping to have this application approved by you as soon as possible so we can have our sign hung up before the busy tourist season comes.

Thank you for your time considering our request,

Rachel Wivell-Owner



Town of Cape Charles
Sign Permit Application

Date: 3/3/2021
Permit Fee: \$ _____ (non-refundable)
Permit Number: _____

Property Owner/tenant: Rachel Wivell (tenant)

Address: 18 Strawberry St. Cape Charles VA 23310 Phone 757-678-2007

(Landlord: Bo Yang 757-354-3268)

Contractor: Eastern Shore Signs LLC

Address: 2256 S. Bayside Rd. Cape Charles, VA 23310 Phone 757-331-4432

Estimated Cost: \$ 330 Sign Material: Vinyl top laminated with matte mounted on Azek L.S.

Advertisement (description): retail storefront sign

Area of Sign: 50in ' x 30in ' = 10.42 Total Square Feet

Sign will be: ☐ Free Standing ☒ Fixed to structure

Front footage of (Lot: _____ feet) (Building: _____ feet)

(Total square footage of existing signs: N/A Square Feet)

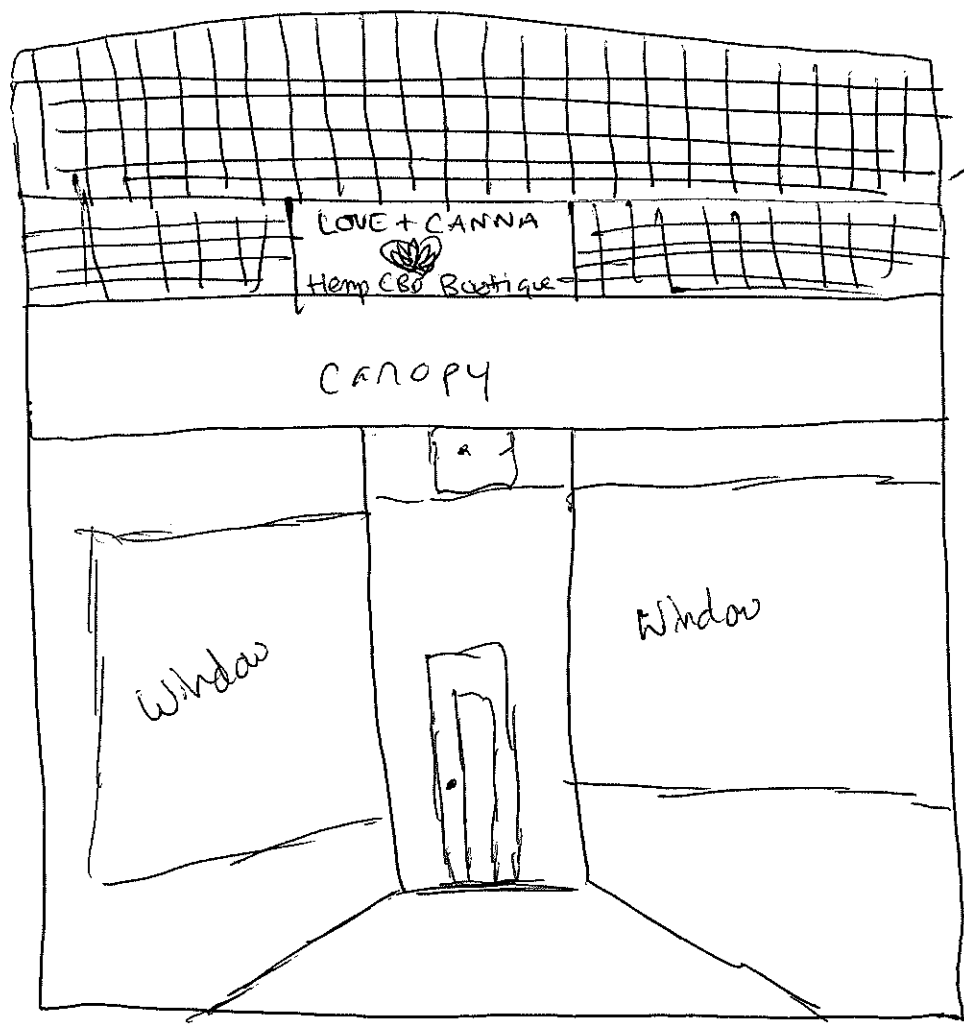
Applicant Signature: Rachel Wivell Date: 3/3/2021

Zoning Administrator: _____ Date: _____

Application Status: Approved/Denied: _____ Date: _____

PLEASE COMPLETE SITE PLAN ON REVERSE SIDE

Attach proposed rendering or draw an outline of the proposed sign using dashed lines and indicate distances to other buildings and all property lines.



- wanting to hang sign on brace above shop, below apartments

(empty building)

(Drizzles olive oil to the right)



Sign will be
hung against the brick
space circled in red.



The sign that
will be hung is circled
in red.



22156 S. Bayside Rd
Cape Charles, VA 23310
Phone # 7573314432
Fax # 757-331-4432
andy@easternshoresigns.com
www.easternshoresigns.com

Invoice

Date	Invoice #
7/15/2020	13373

Bill To
Shorely Therapeutic Massage Rachel L Taylor

Ship To
Shorely Therapeutic Massage Rachel L Taylor

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
			7/15/2020			

Quantity	Item Code	Description	Price Each	Amount
1	Miscellaneous	1 -50.00 in x 30.00 in Glossy Vinyl (White) Top laminated with Matte UV Laminate Mounted on Azek 1.5"	312.41	312.41T
30	Labor Items	Sign Installation (Minutes)	1.17	35.10
1	Retail Items	Mounting Hardware	30.00	30.00T
		VA 5.3 Sales Tax	5.30%	18.15

Sign materials +
Cost
done by E.Shore Signs
LLC

Total \$395.66

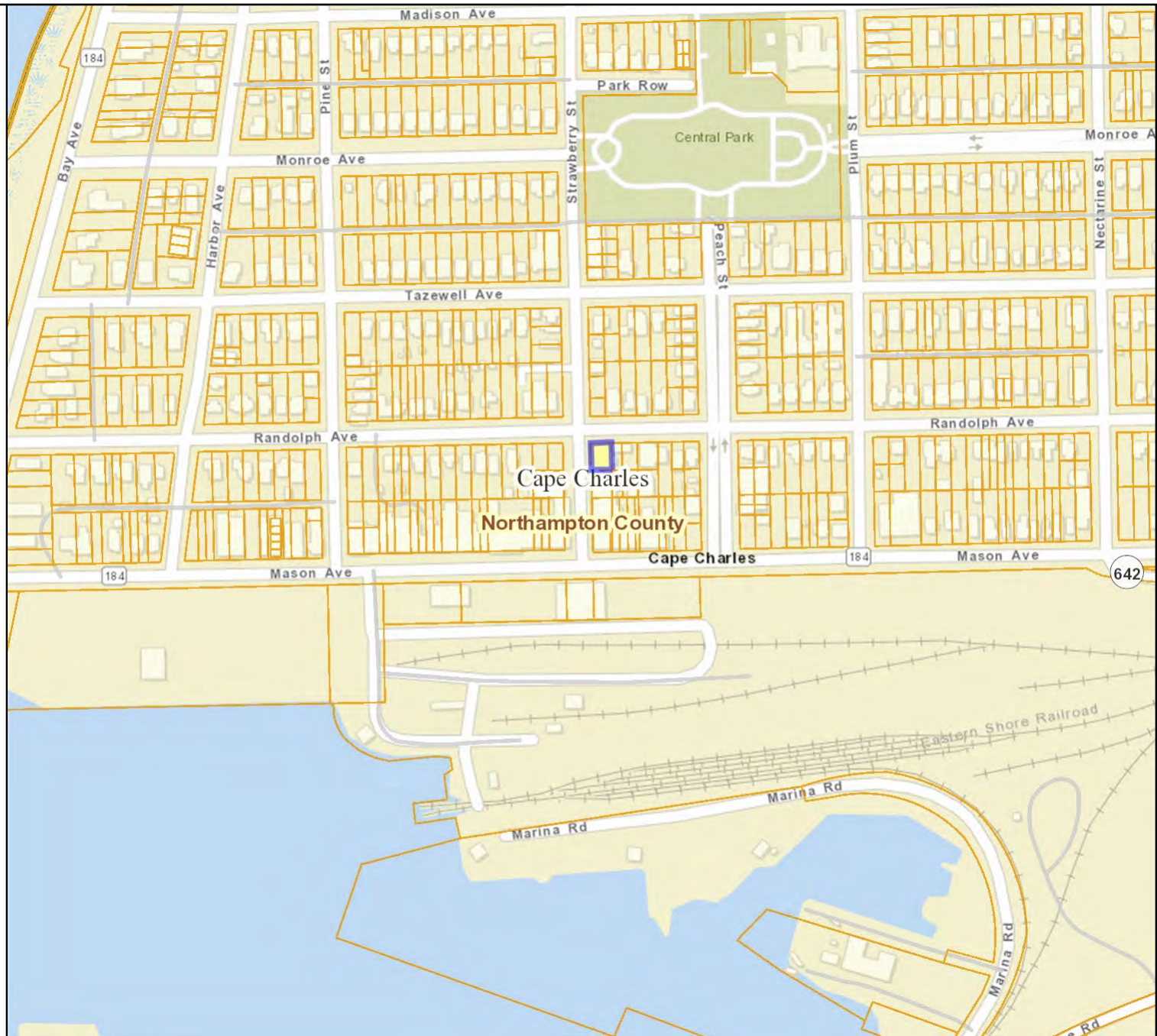
Payments/Credits \$0.00

Balance Due \$395.66

Northampton County, Virginia

Legend

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



Map Printed from Northampton
<https://parcelviewer.geodecisions.com/Northampton/>

Feet
0 100 200 300 400
1:4,514 / 1"=376 Feet

Title: 18 Strawberry Street

Date: 4/2/2021

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HISTORIC DISTRICT REVIEW BOARD STAFF REPORT

Meeting Date: April 20, 2021

Item #: 6b – 325 Mason Avenue

Prepared by: Katie H. Nunez, Interim Planning/Zoning Administrator

Date: April 13, 2021

APPLICANT: Meredith Lusk dba

Moonrise Jewelry

SITE ADDRESS: 325 Mason Avenue

TAX MAP: 83A3-1-610

LOT SIZE:

TYPE OF APPLICATION: Certificate of Appropriateness
Modification

WORK TO BE PERFORMED: Projecting Sign -
Commercial

CURRENT ZONING: Commercial-1 (C-1)

HISTORIC REGISTER: CONTRIBUTING STRUCTURE
DESCRIPTION:

DATE APPLICATION RECEIVED: March 10, 2021

PRE-APPLICATION MTG: April 20, 2021

DATE APPLICATION DEEMED COMPLETE: March 15, 2021

LEGAL DEADLINE: HDRB Decision (60 Days from Complete Application): May 15, 2021

The applicant is seeking to amend the Certificate of Appropriateness which was approved on 2/19/2021 to add a projecting sign sized 2.667' x 2.667' (7.11 square feet total) that would hang just below the level of the building canopy. Sign would be mounted on a wrought iron bracket measuring 31" by 14". Said sign is to advertise her commercial establishment as a tenant at 325 Mason Avenue. See sketch in blue on Google Map below as to approximate location of sign. The sign would be mounted 10' above ground and level with the canopy and would be affixed to the front of the building and hanging perpendicular to the sidewalk.

MATERIALS:

She is proposing to use a non-lighted 8" high x ½" thick acrylic letters painted metallic gold which will be installed on the front "panel" of new metal canopy with studs; said metal canopy has already been approved by the HDRB. Sign would be mounted on a wrought iron bracket measuring 31" x 14".

STAFF ANALYSIS

ZONING COMPLIANCE

The proposed sign meets the requirement of the zoning ordinance. Any property within the Historic District Overlay is required to meet the Historic District Guidelines, which are superimposed on the underlying zoning district regulations.

HISTORIC DISTRICT GUIDELINES

The Historic District Overlay Zoning Ordinance (Section 8.18) states that no building or structure, including signs, shall be erected, reconstructed, restored, or substantially altered in exterior appearance ... and no permit shall be granted unless and until the same is approved by the Historic District Review Board and a Certificate of Appropriateness has been issued by that body...”

There is no specific guidance for signage styles or materials in the Guidelines.

STAFF RECOMMENDATION:

Staff is requesting the HDRB to review the application material submitted by the applicant and determine if the type of sign and the placement of said sign on the building is in keeping and consistent with the neighborhood.

Staff recommends **APPROVAL** of a Certificate of Appropriateness for Item 6B and is prepared to assist with the development of a motion, if needed.

The Historic District Review Board makes the final determination on whether or not a Certificate of Appropriateness will be issued for this project and may impose conditions on an approval.

Attachments:

Attachment 1 – Application and Documents



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

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

- | | |
|---|---|
| ☐ Completed application | ☐ Photos/elevations of existing structure |
| ☐ Letter of intent clearly explaining project | ☐ Photos/elevations of proposed project |
| ☐ Existing site plan or survey | ☐ Proposed materials/spec sheets, samples |
| ☐ Proposed site plan or survey (if applicable) | ☐ 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: Moonrise Jewelry Storefront
Property Address: 325 Mason Ave.
Brief Description of Project: Projecting sign hanging perpendicular to sidewalk
Zoning District: C-1 Current Use: commercial Proposed Use: Commercial

OWNER INFORMATION

Name and Company: Bill Walker (property owner)
Mailing Address: 306 Bay Ave., Cape Charles
Phone Number: 331-0545 Email: wawalker2@me.com

APPLICANT INFORMATION

☐ check here if applicant is owner

Name: Meredith Lusk (owner - Moonrise Jewelry)
Mailing Address: 7 Strawberry St., Cape Charles
Phone Number: 757-695-0408 Email: meredith@moonrisejewelry.com

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: Meredith Lusk Date: 3/10/21

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

March 15, 2021

Letter of Intent
Amended Certificate of Appropriateness Application
325 Mason Avenue, Cape Charles

Purpose of the Project: Amend Certificate of Appropriateness Application approved on 2/19/21 to include an additional projecting sign that will hang just below the level of the building canopy so the store name will be visible to pedestrians on the Mason Avenue sidewalk.

Proposed Improvements: Install one projecting sign (double-sided, painted with Moonrise Jewelry logo), hanging perpendicular to sidewalk. Sign dimensions are 28" x 28", and it will be affixed to the east side of the building, adjacent to the alleyway. The sign will be mounted on a wrought iron bracket measuring 31" x 14".



Town of Cape Charles
Sign Permit Application

Date: _____
Permit Fee: \$ _____ (non-refundable)
Permit Number: _____

Property Owner/tenant: Bill Walker (owner) / Meredith Lusk / Moonrise Jewelry (tenant)
Address: 325 Mason Ave., Cape Charles Phone 757-678-0055

Contractor: QS, LLC
Address: 21351 S. Bayside Rd., Cheriton Phone 757-708-6404

Estimated Cost: \$ 400.00 Sign Material: PVC-painted
Advertisement (description): "Moonrise Jewelry" + logo

Area of Sign: 2.667' (28") X 2.667' (28") = 7.11 Total Square Feet
Sign will be: ☐ Free Standing ☒ Fixed to structure
Front footage of (Lot: _____ feet) (Building: 32 feet)
(Total square footage of existing signs: 10 Square Feet) (lettering on front of canopy - already approved)

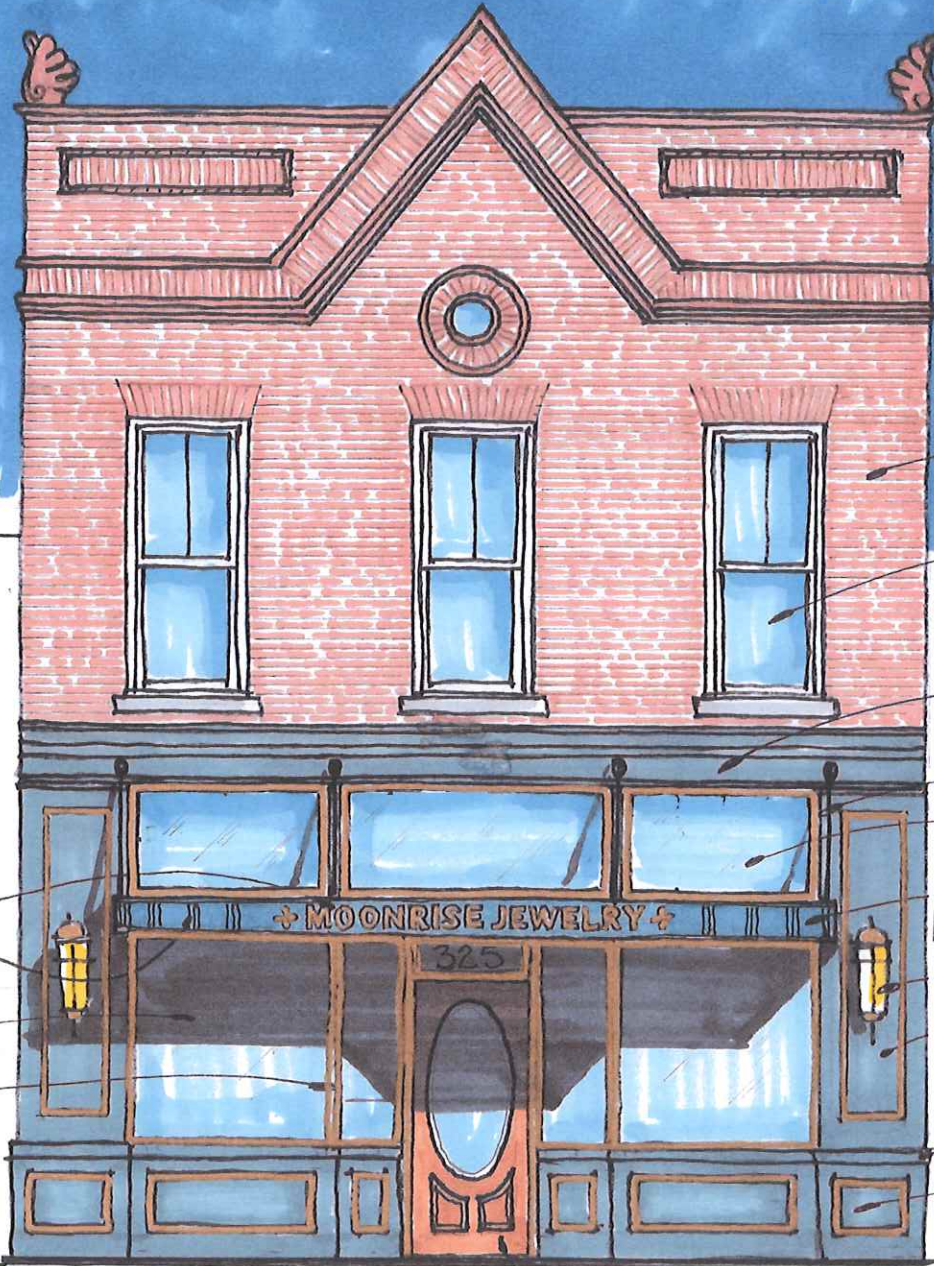
Applicant Signature: Meredith Lusk Date: 3-11-21

Zoning Administrator: _____ Date: _____
Application Status: Approved/Denied: _____ Date: _____

PLEASE COMPLETE SITE PLAN ON REVERSE SIDE

**MOONRISE JEWELRY STOREFRONT
325 MASON AVENUE, CAPE CHARLES**

Ambrogia



*Bailey's
Bait & Tackle*

**DOUBLE-SIDED SIGN AFFIXED TO
FRONT OF BUILDING, HANGING
PERPENDICULAR TO SIDEWALK**

Dimensions of bracket + sign = 31" x 45"

Top of bracket mounted 10'
above ground, level with canopy

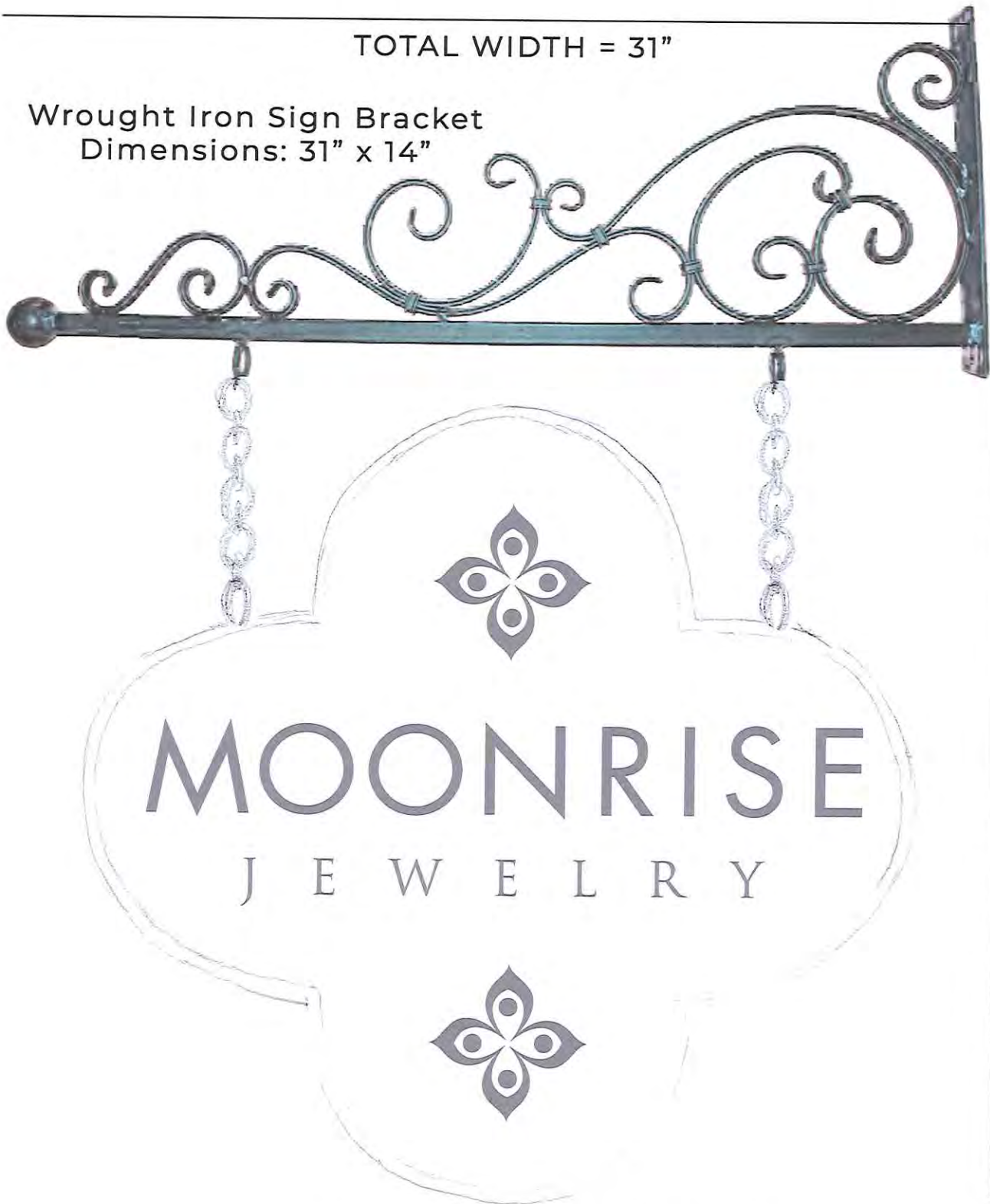


Open Alley

MOONRISE JEWELRY STOREFRONT
PROJECTING SIGN FOR 325 MASON AVENUE

TOTAL WIDTH = 31"

Wrought Iron Sign Bracket
Dimensions: 31" x 14"



TOTAL HEIGHT = 45" (INCLUDING BRACKET)

Double-sided Painted Sign
Dimensions: 28" x 28"

Affixed to east side of building facade, next to alley,
perpendicular to sidewalk



HISTORIC DISTRICT REVIEW BOARD STAFF REPORT

Meeting Date: April 20, 2021

Item #: 6c – 615 Randolph Avenue

Prepared by: Katie H. Nunez, Interim Planning/Zoning Administrator

Date: April 13, 2021

APPLICANT: Dan Bumpus

SITE ADDRESS: 615 Randolph Avenue

TAX MAP: 83A3-1-442

LOT SIZE: 5,600 sq. ft.

TYPE OF APPLICATION: Certificate of Appropriateness

WORK TO BE PERFORMED: New Fence in Back Yard

CURRENT ZONING: Residential-1 (R-1)

HISTORIC REGISTER: CONTRIBUTING STRUCTURE

DESCRIPTION: 1890s gabled ell frame dwelling

DATE APPLICATION RECEIVED: March 15, 2021

PRE-APPLICATION MTG: April 20, 2021

DATE APPLICATION DEEMED COMPLETE: March 17, 2021

LEGAL DEADLINE: HDRB Decision (60 Days from Complete Application): May 17, 2021

The applicant is seeking to construct a six-ft. (6") tall wooden privacy fence in the backyard.

MATERIALS:

He is proposing to use pressure treated southern yellow pine lumber with dog ear fence pickets (5/8" thick x 5.5" width x 6" height), 4" x 4" posts and 2" x 4" stringers.

STAFF ANALYSIS

ZONING COMPLIANCE

The proposed fence, at total height of 6 ft, does not meet the requirement of the zoning ordinance. The fence on the back property line may be 6 feet but the height of the remaining fence must be no greater than 4 feet in height. Any property within the Historic District Overlay is required to meet the Historic District Guidelines, which are superimposed on the underlying zoning district regulations.

HISTORIC DISTRICT GUIDELINES

Fences: Page 28 Item 2: For new fences and walls, choose a design that relates to designs and materials from nearby historic examples. Painted wooden pickets are a common fence type used in Cape Charles although many fences use a combination of traditional materials. Avoid street-front fences or walls and in any case keep them below 48 inches in height.

STAFF RECOMMENDATION:

Staff is requesting the HDRB to review the application material submitted by the applicant and determine if the fence materials meet the guidelines.

Staff will speak with the applicant regarding the noncompliance with the fence height and have them revise their application to come into conformance with the zoning ordinance or deny their zoning clearance and provide them the opportunity to appeal this decision to the Board of Zoning Appeals.

Staff recommends **APPROVAL** of a Certificate of Appropriateness for Item 6C, contingent upon the height of the fence coming into conformance with the Zoning Ordinance and is prepared to assist with the development of a motion, if needed.

The Historic District Review Board makes the final determination on whether or not a Certificate of Appropriateness will be issued for this project and may impose conditions on an approval.

Attachments:

Attachment 1 – Application and Documents



PRE-APPLICATION INFORMATION FORM

Town of Cape Charles
2 Plum Street
Cape Charles, VA 23310
757-331-2036 Fax: 757-331-4820
plannertech@capecharles.org

APPLICANT INFORMATION

Name: Dan Bumpus

Mailing Address: 615 Randolph Avenue, Cape Charles, VA

Phone Number: 315-247-5012 Email: danbumpus@gmail.com

PROJECT SUMMARY

Address of Project: 615 Randolph Avenue, Cape Charles, VA

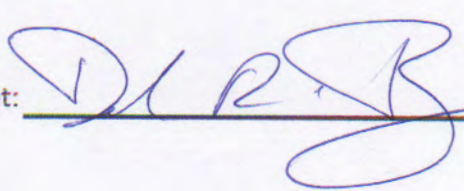
Application Type (rezoning, variance, etc.): New Fence Construction (6' and under)

Total Acreage of Project: n/a

Detailed Description (Include proposed use(s) and square footage of floor area for each use):
New construction of 6' tall wooden privacy fence in backyard; includes gate at end of driveway

One 12' wide (6' tall) gate at end of driveway; 6' tall privacy fence on other three sides

See attached picture for example of fence

Signature of Applicant: 

Date: 3/15/21

For Internal Use Only:

Pre-Application Meeting Date: _____

Staff Printed Name: _____ Signed: _____

HDRB Rep Printed Name: _____ Signed: _____



CERTIFICATE OF APPROPRIATENESS APPLICATION

Town of Cape Charles
2 Plum Street
Cape Charles, VA 23310
757-331-3259 x24

plannertech@capecharles.org

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

- | | |
|--|--|
| ☒ Completed application | ☐ Photos/elevations of existing structure |
| ☒ Letter of intent clearly explaining project | ☒ Photos/elevations of proposed project |
| ☒ Existing site plan or survey | ☐ Proposed materials/spec sheets, samples |
| ☒ Proposed site plan or survey (if applicable) | ☒ 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: 615 Randolph Fence Construction
Property Address: 615 Randolph Avenue, Cape Charles, VA
Brief Description of Project: New Fence Construction (6' or under)
Zoning District: R-1 Current Use: Residential Proposed Use: Residential

OWNER INFORMATION

Name and Company: Dan Bumpus
Mailing Address: 615 Randolph Avenue, Cape Charles, VA
Phone Number: 315-247-5012 Email: danbumpus@gmail.com

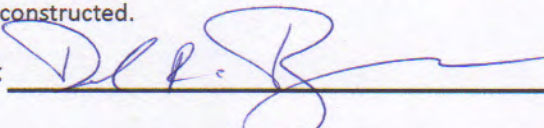
APPLICANT INFORMATION

☒ check here if applicant is owner

Name: Dan Bumpus
Mailing Address: 615 Randolph Avenue, Cape Charles, VA
Phone Number: 315-247-5012 Email: danbumpus@gmail.com

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:  Date: 5/15/21

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

March 15, 2021

Town of Cape Charles Planning & Zoning
Municipal Building
2 Plum Street
Cape Charles, VA 23310

To Whom It May Concern:

My wife and I are the homeowners of 615 Randolph Avenue in the historic district of Cape Charles. Please find enclosed for your review, the requested documents for approval to build a six-foot-tall (6') wooden privacy fence in my back yard (the "Proposed Project"). This letter serves a dual purpose — as a cover letter describing the enclosed materials and as our letter of intent for the Proposed Project.

Description of the Project. The intent of the Proposed Project is to construct a 6' tall wooden privacy fence with one 12' wide gate that will be completely contained to my back yard. The Proposed Project is to be constructed from pressure treated southern yellow pine lumber with dog ear fence pickets (5/8" thick x 5.5" width x 6' height), 4" x 4" posts, and 2" x 4" stringers.

The Proposed Project will be constructed in compliance with the Town's setback requirements by being at least one inch from any adjacent property boundaries. The rear and side boundaries of the Proposed Project will be set back one inch from adjacent property boundaries. The front setback will be 59' feet.

The Proposed Project is completely contained to the rear yard of my home. The fence will be 6' tall in all locations.

Only a small portion of the fence will be street-facing. This portion is at the end of my driveway, set back 59' feet from the front property line, and will contain a 12' wide gate.

Enclosed Documents. The following materials are enclosed with this letter.

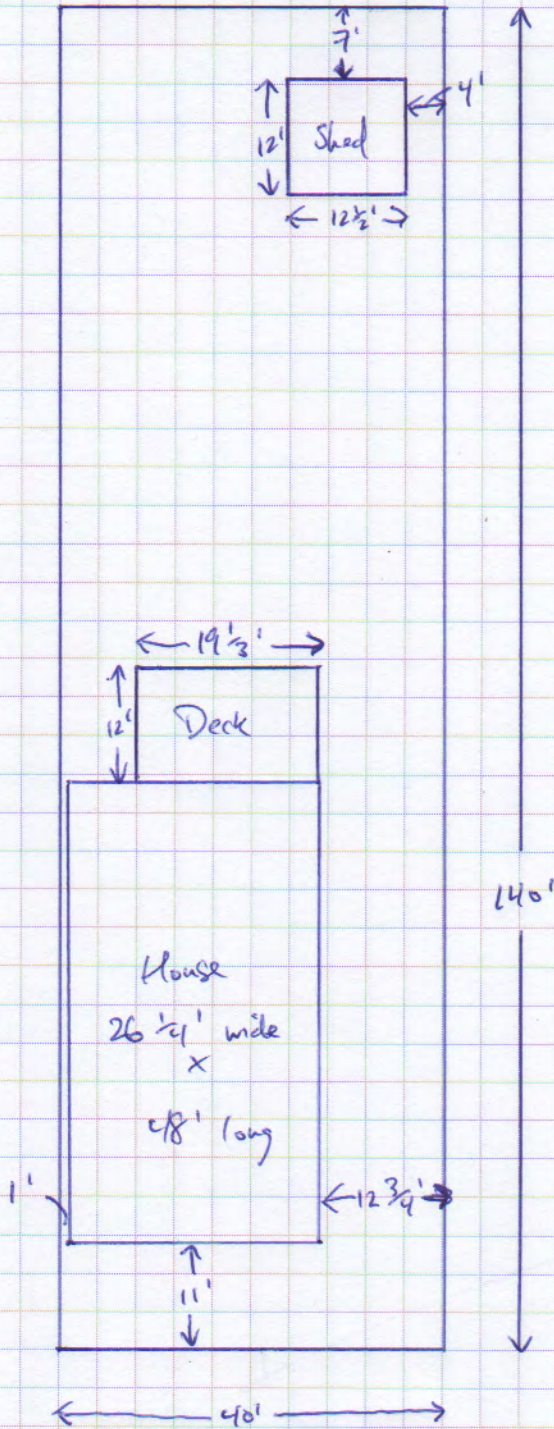
- Certificate of Appropriateness Application
- Pre-Application Meeting Request
- Application for Zoning Clearance
- Current site plan
- Proposed site plan
- Sample photograph of fence
- Fee payment (\$150)

Please let me know if you have any questions. Thank you for your prompt attention to this matter.

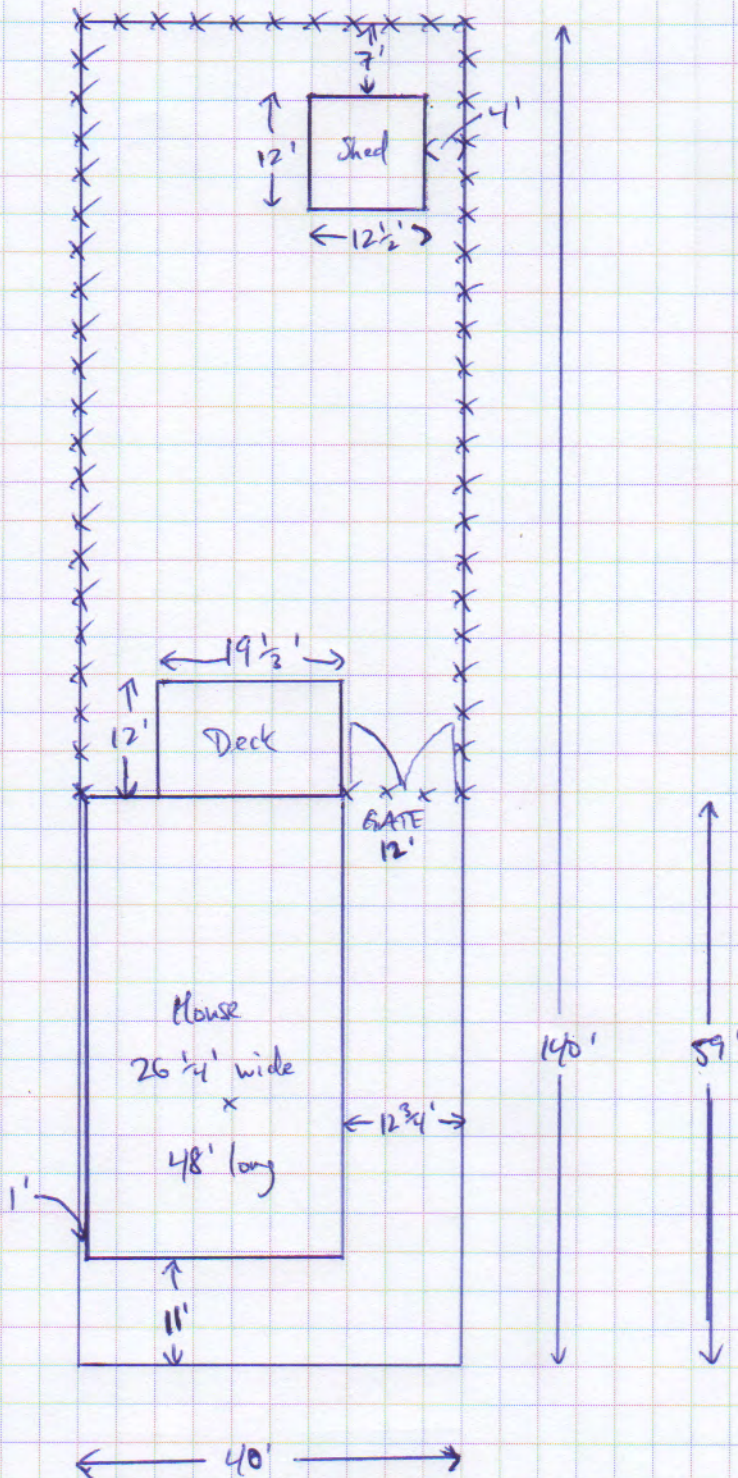
Sincerely,
Dan Bumpus

615 Randolph Ave -- Current Plat

Key - 1 Box = 4'



G15 Randolph Ave -- Proposed Plot



Key - 1 Box = 4'

x = Fence + Gate

→ set back 1" from property line

→ set back 59' from front property line

**615 Randolph Fence Construction
Sample Photograph and Nearby Examples**

The photograph below is an example of the fence that I am planning to install in my backyard.



The photographs below are other fences in Town that are the same style as the fence I plan to construct in my backyard. Please note that there are several of the same style fence in the close proximity to my home.

653 Monroe



622 Randolph



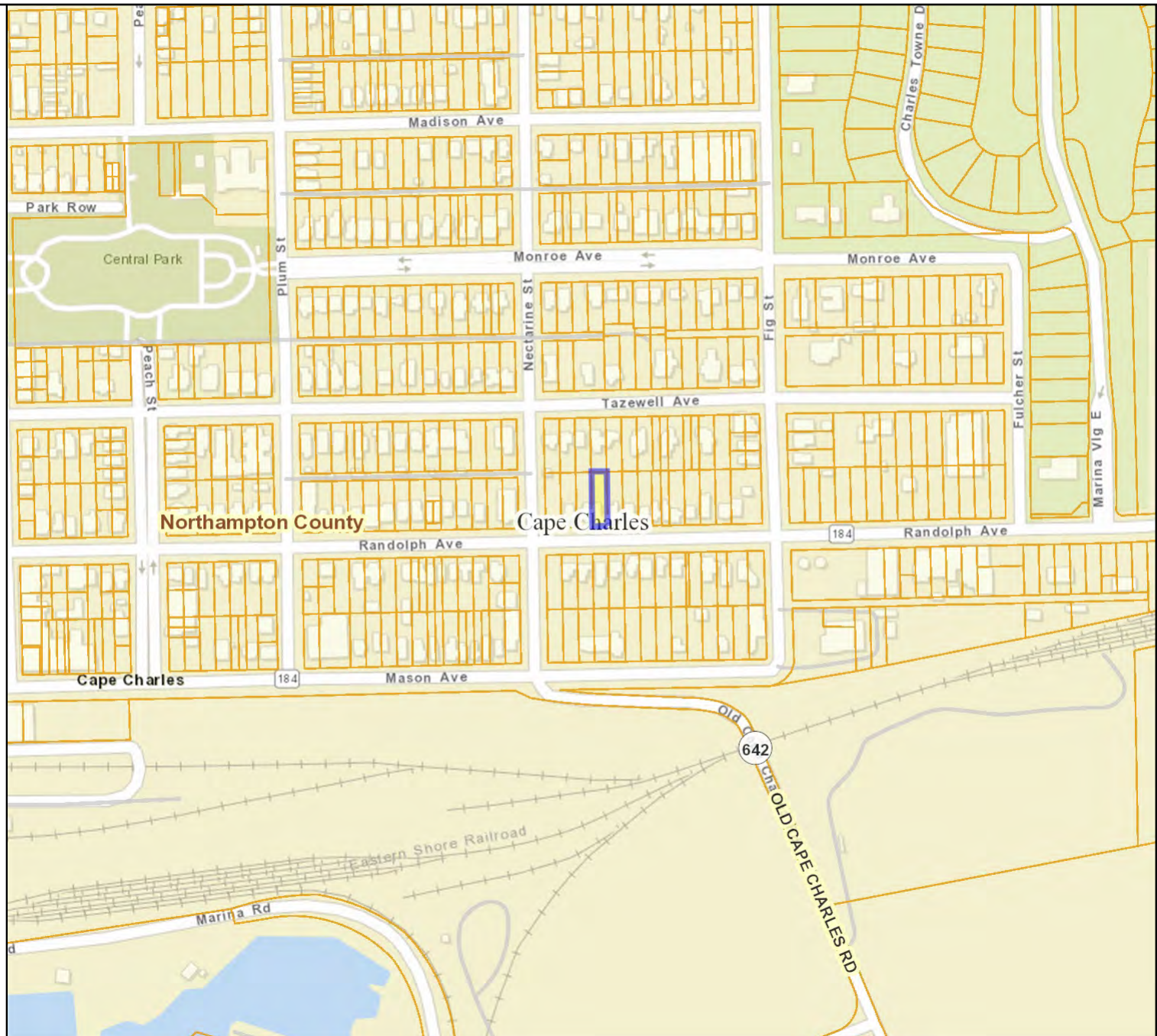
623 Randolph



Northampton County, Virginia

Legend

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



Map Printed from Northampton
<https://parcelviewer.geodecisions.com/Northampton/>

Feet
0 100 200 300 400
1:4,514 / 1"=376 Feet

Title: 615 Randolph Avenue

Date: 4/2/2021

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: April 20, 2021

Item #: 6d – 725 Tazewell Avenue

Prepared by: Katie H. Nunez, Interim Planning/Zoning Administrator

Date: April 13, 2021

APPLICANT: Gerry & Doug Taylor
SITE ADDRESS: 725 Tazewell Avenue

TAX MAP: 83A4-1-27
LOT SIZE: 5,200 sq. ft.

TYPE OF APPLICATION: Certificate of Appropriateness
WORK TO BE PERFORMED: Shed and Fence in Back Yard
CURRENT ZONING: Residential-1 (R-1)
HISTORIC REGISTER: NON-CONTRIBUTING STRUCTURE
DESCRIPTION:

DATE APPLICATION RECEIVED: March 4, 2021

PRE-APPLICATION MTG: April 20, 2021

DATE APPLICATION DEEMED COMPLETE:

LEGAL DEADLINE: HDRB Decision (60 Days from Complete Application):

The applicant is seeking to place a 10' x 12' Quaker style shed which has one barn style door and 7' tall double doors on the gable end. In addition, the applicant wants to construct a five to six foot tall fence that encloses the back yard. The fence material would run horizontally (see attached photos).

MATERIALS:

The applicant is seeking to purchase a pre-assembled shed with vinyl siding, steel doors and asphalt shingles – see full brochure for details on the materials.

The applicant did not provide any information on the materials for the fence.

STAFF ANALYSIS

ZONING COMPLIANCE

The proposed fence, at total height of 6 ft, does not meet the requirement of the zoning ordinance. The fence on the back property line may be 6 feet but the height of the remaining fence must be no greater than 4 feet in height. Any property within the Historic District Overlay is required to meet the Historic District Guidelines, which are superimposed on the underlying zoning district regulations.

HISTORIC DISTRICT GUIDELINES

Fences: Page 28 Item 2: For new fences and walls, choose a design that relates to designs and materials from nearby historic examples. Painted wooden pickets are a common fence type used in Cape Charles although many fences use a combination of traditional materials. Avoid street-front fences or walls and in any case keep them below 48 inches in height.

STAFF RECOMMENDATION:

Staff is requesting the HDRB to review the application material submitted by the applicant and determine if the fence materials meet the guidelines.

Staff will speak with the applicant regarding the noncompliance with the fence height and have them revise their application to come into conformance with the zoning ordinance or deny their zoning clearance and provide them the opportunity to appeal this decision to the Board of Zoning Appeals.

Staff recommends **APPROVAL** of a Certificate of Appropriateness for Item 6C, contingent upon the height of the fence coming into conformance with the Zoning Ordinance and is prepared to assist with the development of a motion, if needed.

The Historic District Review Board makes the final determination on whether or not a Certificate of Appropriateness will be issued for this project and may impose conditions on an approval.

Attachments:

Attachment 1 – Application and Documents



PRE-APPLICATION INFORMATION FORM

Town of Cape Charles
2 Plum Street
Cape Charles, VA 23310
757-331-2036 Fax: 757-331-4820
plannertech@capecharles.org

APPLICANT INFORMATION

Name: Gerry & Doug Taylor

Mailing Address: 423 Plum St Apt 208, Cape Charles VA 23310

Phone Number: 410-274-3869 Email: gertaylor08@gmail.com

PROJECT SUMMARY

Address of Project: 725 Tazewell Cape Charles VA 23310

Application Type (rezoning, variance, etc.): Shed and Fence for back yard

Total Acreage of Project: _____

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

We are looking to place a shed and fence in the back yard

Detailed letter, photos and information attached for project.

Signature of Applicant: Gerry S. Taylor Digitally signed by Gerry S. Taylor
Date: 2021.03.04 11:54:09 -05'00' Date: 3/4/2021

For Internal Use Only:

Pre-Application Meeting Date: _____

Staff Printed Name: _____ Signed: _____

HDRB Rep Printed Name: _____ Signed: _____

February 18, 2021

Town of Cape Charles
Attn: Planner/HRB
2 Plum Street
Cape Charles, VA 23310

Re: Approval of New Shed Placement at Permanent Residence Lot #27 Tazewell (725 Tazewell)

To whom it may concern:

We are writing to obtain approval to place a new shed and fence on our Lot located on Tazewell Avenue.

We are currently in the process of the construction of our primary residence and would like to add a shed and fence to our back yard once the house is complete. The shed will be placed in the NW/NE corner of the back yard with the back of the shed to the alley(NE). There will be one barn style door (indicated by "x") on the front of the shed that will be facing the rear of the house with 7' foot tall double doors (indicated by "xx") on the gable end facing the SE side of the Lot (this is highlighted on the Site Survey in orange). We would like to place it about 2 feet from the alley line to give leeway for all passing commercial vehicles. We will be purchasing the shed from T&K Dutch Barns in Exmore. The shed will be a 10x12 Quaker Style with wood siding, shingles and a front overhang. The shed will be sat on a gravel base enclosed by wooden landscaping timbers that will be 2 foot wider than the shed itself.

As for the fence. It will be placed at the back of the house as well. The fence will start even with the rear of the house on the NW side, this section will have an entry gate; of the house near the outside shower and run down the NW side ending at the shed, the shed will be incorporated as part of the fence at the rear of the lot, the fencing will pick up on the other side of the shed, this section will have the double gate; and run along the back NE (alley) side and then run up the SE side of the lot back up to the edge of the rear of the house and stop. The fence would be 5-6 feet tall and wooden planks (photo included).

I have enclosed the following documents:

- T&K Dutch Barns information
- Description of Shed from the actual Brochure
- Quote from T&K with style, size and placement of doors
- Construction Features from T&K Brochure
- Wood & Shingle Options
- Original Lot Survey from Purchase of Lot #27
- Survey from Construction showing the placement of the Primary Residence itself
- Copy of Construction Survey showing placement of proposed Shed in orange and the placement of the fencing in purple
- Photo #1 Rear View of house with Shed Placement indicated with Red Lines and "X's" showing door placement
- Photo #2 view of the Shed Placement (indicated with Red Line) from the interior of the house
- Photo #3 another view of the Shed Placement (indicated by Red Line and "x's" for door placement) from the interior of the house
- Photo #4, #5 & #6 fencing type and placement along the rear of the house

Please let us know if any further documentation or information is needed.

Thank you,

Doug and Gerry Taylor

SURVEYORS CERTIFICATION

I, MARSHALL B. PARKS, 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.



LOT 33
MAP OF THE
TOWN OF
CAPE CHARLES

LOT 34
MAP OF THE
TOWN OF
CAPE CHARLES

LOT 35
MAP OF THE
TOWN OF
CAPE CHARLES

GENERAL NOTES:

1. OWNERS: JOHN TRACEY FOX & GINA MILLSAPS

2. TAX PARCEL: 83A4-1-27

3. SOURCE OF TITLE: INST. 201601038

4. A SURVEY WAS PERFORMED ON THIS PROPERTY IN JUNE 2017 WITH A BOUNDARY CLOSURE WHOSE PRECISION EXCEEDS 1:10,000.

5. 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.

6. ACCORDING TO THE FEDERAL EMERGENCY MANAGEMENT AGENCY (F.E.M.A.) FLOOD INSURANCE RATE MAP COMMUNITY PANEL NO. 51131C0295F, DATED 03/16/09, THE PROPERTY SHOWN HEREON LIES IN FLOOD ZONE X. FLOOD ZONE DETERMINATION IS BASED ON THE FLOOD INSURANCE RATE MAP AND DOES NOT IMPLY THAT THIS PROPERTY WILL OR WILL NOT BE FREE FROM FLOODING OR DAMAGE. FLOOD ZONE INFORMATION SHOWN HEREON IS NOT GUARANTEED AND WAS APPROXIMATELY SCALED FROM THE FEDERAL EMERGENCY MANAGEMENT AGENCY (F.E.M.A.) FLOOD INSURANCE RATE MAPS. FOR FURTHER INFORMATION AND TO CONFIRM THE FLOOD ZONE FOR THIS PROPERTY, CONTACT THE LOCAL COMMUNITY FLOOD OFFICIAL.

7. PLAT REFERENCES: D.B. 41, P. 484 (PLAT).

8. AREA= 5,300 SQ. FT. (0.122 AC.)

9. ZONING: TOWN OF CAPE CHARLES R-1
BUILDING SETBACK REQUIREMENTS
FRONT: 30'
SIDE: 5'
REAR: 25'

15' ALLEY

LOT 26
MAP OF THE
TOWN OF
CAPE CHARLES

LOT 27
MAP OF THE TOWN OF
CAPE CHARLES
(AREA = 5,300 SF)
(UNIMPROVED)

LOT 28
MAP OF THE
TOWN OF
CAPE CHARLES

FULCHER STREET (70' R/W)

TAZWELL AVE. (70' R/W)

BOUNDARY SURVEY
LOT 27
MAP OF THE
TOWN OF
CAPE CHARLES

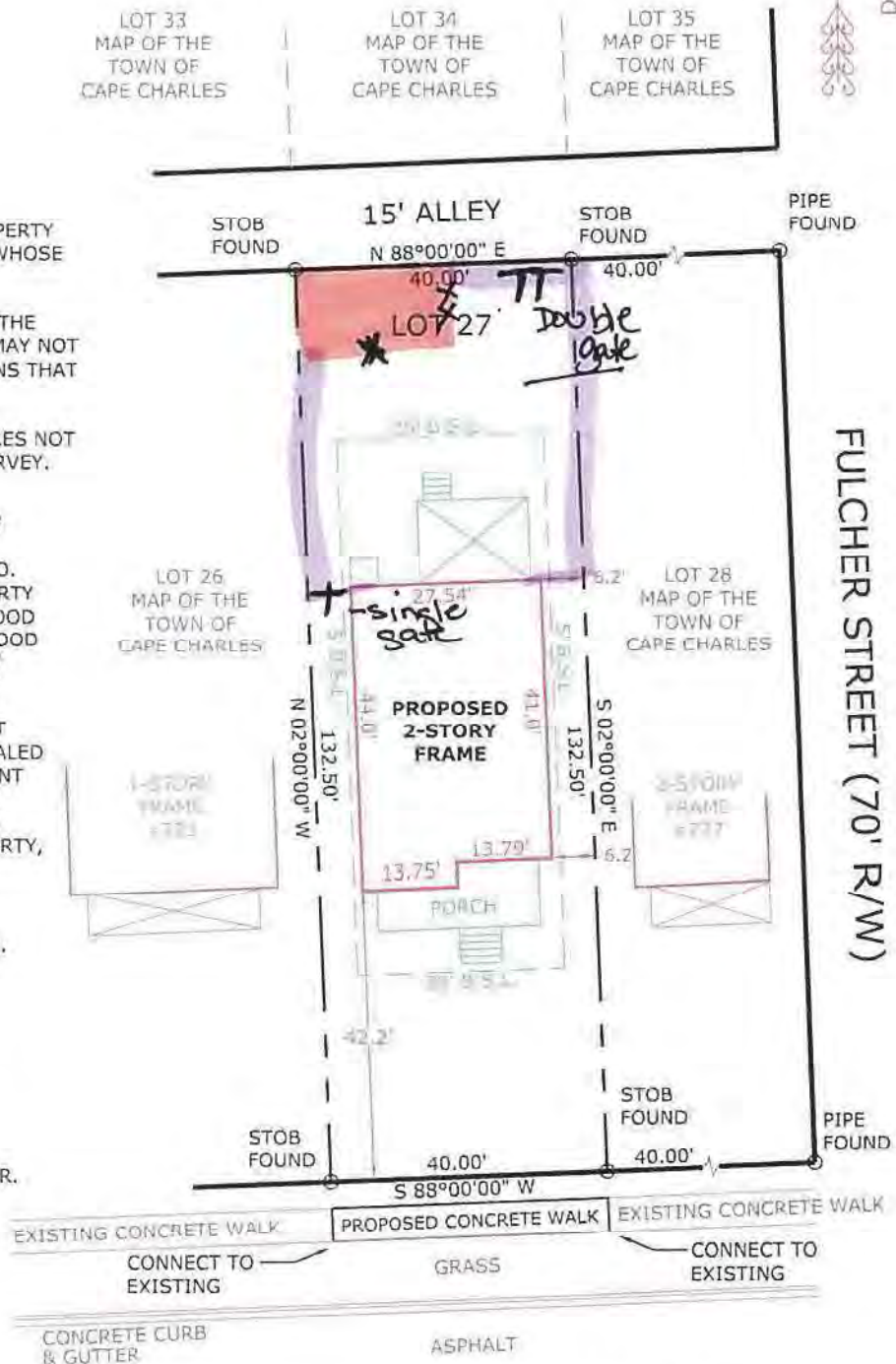


- Fence is indicated by purple
 T/TT represents gate for fence (TT Double
 X Double doors
 X - single door



GENERAL NOTES:

1. OWNERS: GERRY TAYLOR
2. TAX PARCEL: 83A4-1-27
3. SOURCE OF TITLE: INST.
4. A SURVEY WAS PERFORMED ON THIS PROPERTY IN JUNE 2017 WITH A BOUNDARY CLOSURE WHOSE PRECISION EXCEEDS 1:10,000.
5. 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.
6. ACCORDING TO THE FEDERAL EMERGENCY MANAGEMENT AGENCY (F.E.M.A.) FLOOD INSURANCE RATE MAP COMMUNITY PANEL NO. 51131C0295F, DATED 03/16/09, THE PROPERTY SHOWN HEREON LIES IN FLOOD ZONE X. FLOOD ZONE DETERMINATION IS BASED ON THE FLOOD INSURANCE RATE MAP AND DOES NOT IMPLY THAT THIS PROPERTY WILL OR WILL NOT BE FREE FROM FLOODING OR DAMAGE. FLOOD ZONE INFORMATION SHOWN HEREON IS NOT GUARANTEED AND WAS APPROXIMATELY SCALED FROM THE FEDERAL EMERGENCY MANAGEMENT AGENCY (F.E.M.A.) FLOOD INSURANCE RATE MAPS. FOR FURTHER INFORMATION AND TO CONFIRM THE FLOOD ZONE FOR THIS PROPERTY, CONTACT THE LOCAL COMMUNITY FLOOD OFFICIAL.
7. PLAT REFERENCES: D.B. 41, P. 484 (PLAT).
8. AREA= 5,300 SQ. FT. (0.122 AC.)
9. ZONING: TOWN OF CAPE CHARLES R-1
 BUILDING SETBACK REQUIREMENTS
 FRONT: 30' (PREVAILING)
 SIDE: 5'
 REAR: 25'
10. LOT SERVICED BY TOWN WATER & SEWER.



SITE PLAN
 LOT 27
 MAP OF THE

TAZWELL AVENUE (70' R/W)

Waterford Printing

Main Address
T & K DUTCH BARN
P.O. Box 186
Exmore, VA 23350

QUAKER

10X12

3660.⁰⁰ + TAX

W/3.0 BARN DOOR

7 FT TALL DOUBLE ON GABLE
END. ONE 3.0 BARN DOOR
W TRANSOM

442 5441

12133 Bank Ave. • P.O. Box 367 • Exmore, Virginia 23350
(757) 442-5616 • Fax (757) 442-9036 • www.waterfordprinting.net

#1



View from alley

#2



view from inside - Dining room

View from interior - Dining Room

3



X > Double Doors

X > single Door

#5 different angle - fence type



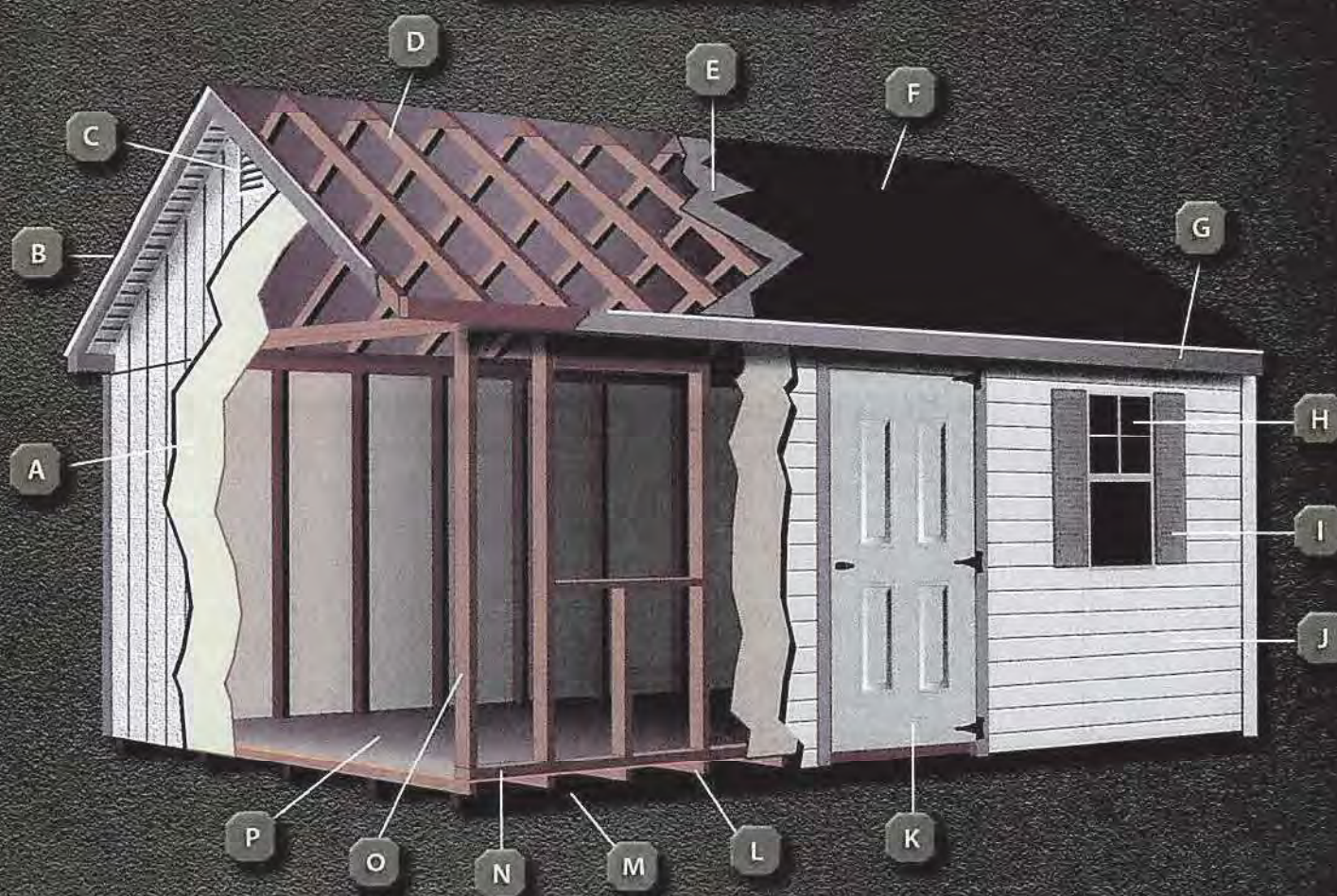
#4 - fence type



#16 -
for line up at rear of house
purpose only.



Construction Features



A. 4 Ply Smooth Finish Plywood

B. Aluminum Drip Edge

C. End Vents (optional)

D. Strong Double Gusseted Roof Trusses
16" on center

E. 4 Ply Smooth Finish Plywood

F. 30 Year Asphalt Shingles (Optional 30 Year
Architectural Shingles)

G. Water Tight Wrapped Soffit and Door Trim

H. 18" x 36" Slider Window

I. Louver or Raised Panel Shutters

J. Maintenance Free Vinyl Siding

K. Maintenance Free Steel Doors

L. 2x4 Pressure Treated 16" O.C. Floor Joists

M. 4x4 Pressure Treated Foundation Beam Skids

N. 2x4 Kilm Dried Sill Plates on all Four Sides

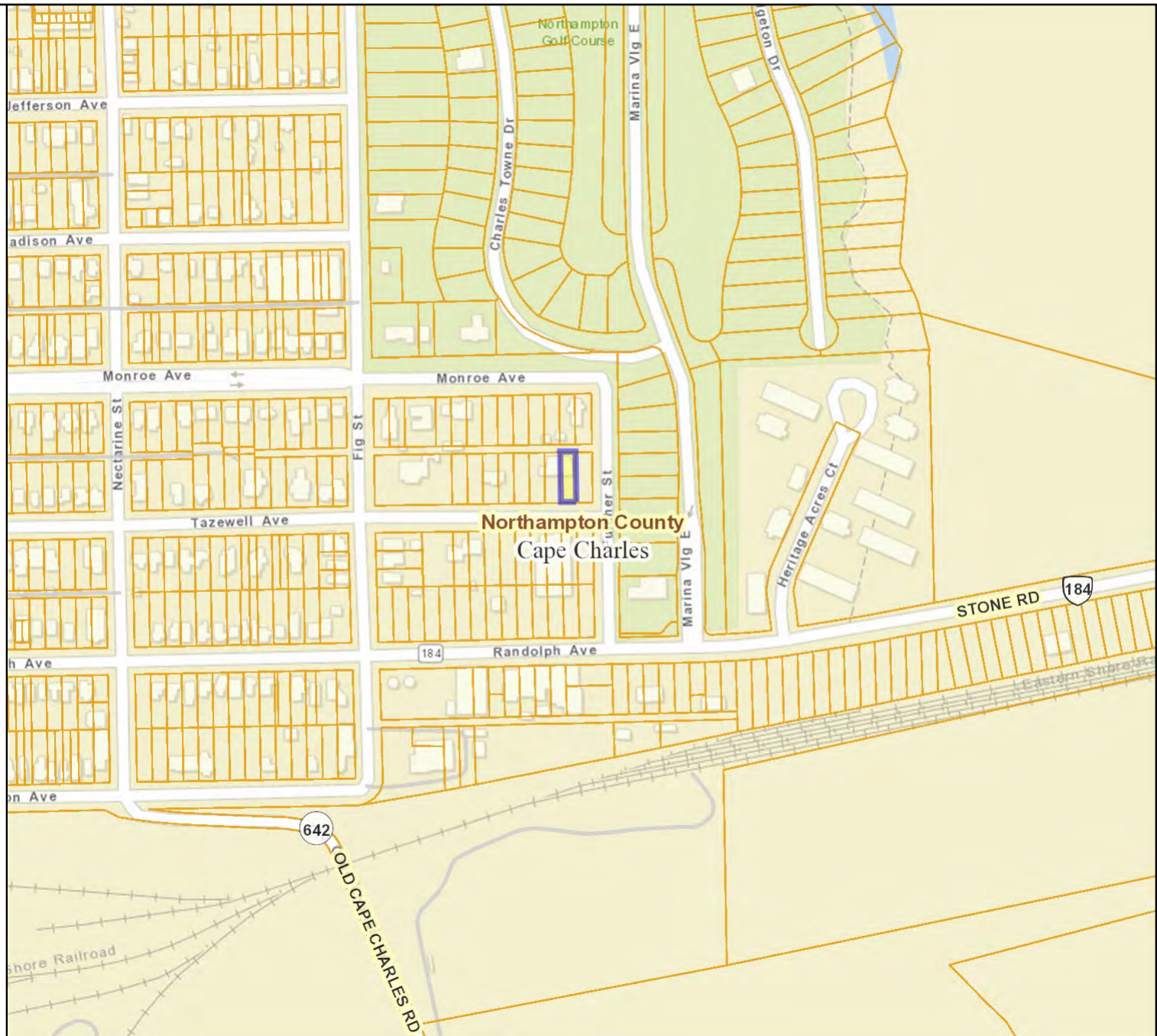
O. 2x4 Kilm Dried Stud Walls

P. 5/8" 5 Ply Plywood Flooring (Optional
Pressure Treated)

Northampton County, Virginia

Legend

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



Map Printed from Northampton
<https://parcelviewer.geodecisions.com/Northampton/>

Feet
0 100 200 300 400
1:4,514 / 1"=376 Feet

Title: 725 Tazewell Avenue

Date: 4/2/2021

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: April 20, 2021

Item #: 6E – 521/523 Monroe Avenue

Prepared by: Katie H. Nunez, Interim Planning/Zoning Administrator

Date: April 13, 2021

APPLICANT: Martin Mayer

SITE ADDRESS: 521/523 Monroe Avenue

TAX MAP: 83A3-1-270

LOT SIZE: 5,200 sq. ft.

TYPE OF APPLICATION: Certificate of Appropriateness

WORK TO BE PERFORMED: Two Sheds and Fence in Back Yard

CURRENT ZONING: Residential-1 (R-1)

HISTORIC REGISTER: CONTRIBUTING STRUCTURE

DESCRIPTION: ca. 1910 gabled ell frame duplex

DATE APPLICATION RECEIVED: March 12, 2021

PRE-APPLICATION MTG: April 20, 2021

DATE APPLICATION DEEMED COMPLETE:

LEGAL DEADLINE: HDRB Decision (60 Days from Complete Application):

The applicant is seeking to construct two 12' x 14' sheds on the rear corners of the property and to build a fence along the rear of the property. The fence material would run horizontally (see attached photos).

MATERIALS:

The applicant is seeking to purchase a pre-assembled shed with wood clap board siding, Miratec Trim and architectural shingles – see full brochure for details on the materials.

The fence will be pressure treated 5/4x6x8s and 6x6 support posts.

STAFF ANALYSIS

ZONING COMPLIANCE

The proposed fence, at total height of 6 ft along the rear property line and 4 ft along the side property lines, does meet the requirements of the zoning ordinance. The accessory structures are an allowed use by right and meet the requirements of the zoning ordinance. Any property within the Historic District Overlay is required to meet the Historic District Guidelines, which are superimposed on the underlying zoning district regulations.

HISTORIC DISTRICT GUIDELINES

Fences: Page 28 Item 2: For new fences and walls, choose a design that relates to designs and materials from nearby historic examples. Painted wooden pickets are a common fence type used in Cape Charles although many fences use a combination of traditional materials. Avoid street-front fences or walls and in any case keep them below 48 inches in height.

STAFF RECOMMENDATION:

Staff is requesting the HDRB to review the application material submitted by the applicant and determine if the fence materials and the proposed accessory structure (shed) meet the guidelines.

Staff recommends **APPROVAL** of a Certificate of Appropriateness for Item 6E and is prepared to assist with the development of a motion, if needed.

The Historic District Review Board makes the final determination on whether or not a Certificate of Appropriateness will be issued for this project and may impose conditions on an approval.

Attachments:

Attachment 1 – Application and Documents



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

APPLICANT INFORMATION

Name: Martin Mayer
Mailing Address: 428 Plum Street
Phone Number: 330-720-6384 Email: mkm180@gmail.com

PROJECT SUMMARY

Address of Project: 521/23 Monroe Avenue
Application Type (rezoning, variance, etc.): HDRB/Zoning Approval
Total Acreage of Project: <.05

Detailed Description (Include proposed use(s) and square footage of floor area for each use):
Planning to construct two small sheds near the rear of the property. Each shed will be
12'x14', one story, and built within setback requirements. We are also planning to
add a privacy fence, 4' on sides, and 6' foot along the rear of the property, within
setbacks. See attached for materials and site plan.

Signature of Applicant:  Date: 3/12/2021

For Internal Use Only:

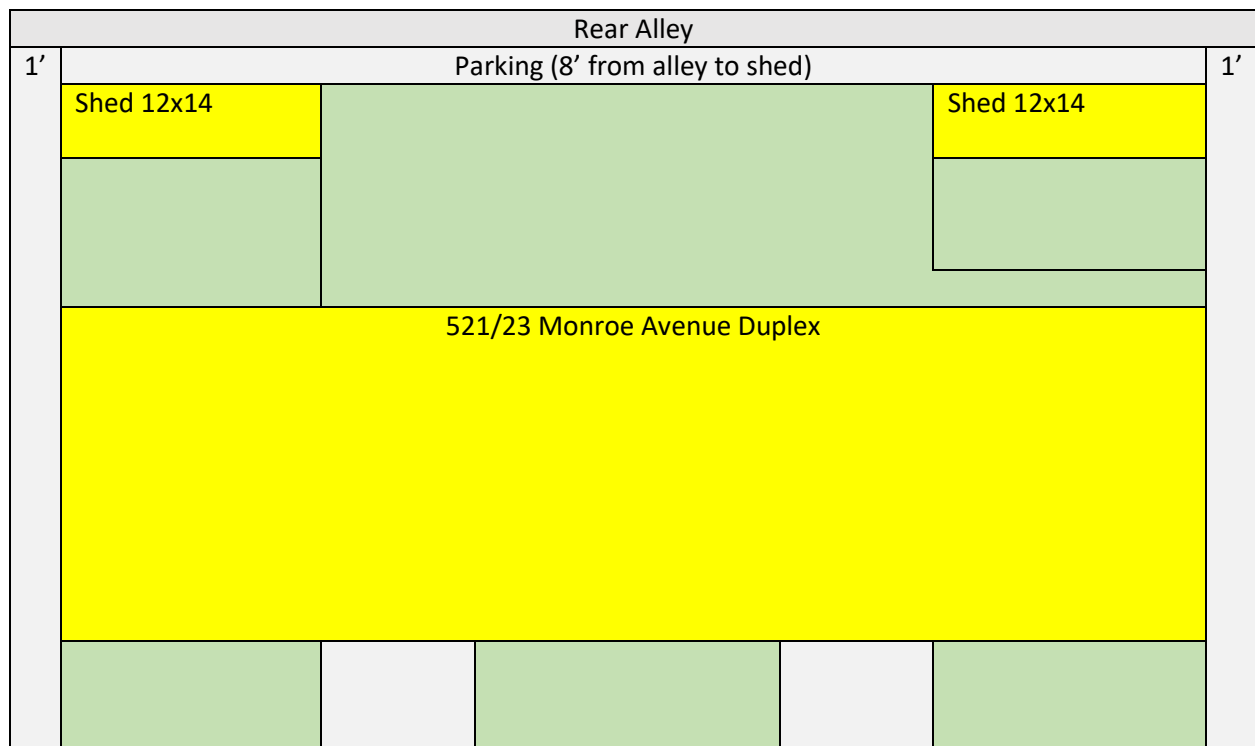
Pre-Application Meeting Date: _____
Staff Printed Name: _____ Signed: _____
HDRB Rep Printed Name: _____ Signed: _____

Mayer
521/23 Monroe
Fence/Shed Project

The fence will be constructed with pressure treated 5/4x6x8s and 6x6 support posts. The fence will be start at the rear of the house and enclose the back yard. Posts will be set one foot from the side property line and approximately eight feet from the rear with the sheds. The fence will go from each back corner of the house to the sheds, approximately 20' on each side, set 1' off the side property lines. There will be a rear fence, approximately 10' between the two sheds, with a small gate access gate on each side. The rear fence will be 8' from the alley. The side fence will be 4' in height, the rear will be 6'. A photo is attached.

The sheds will be delivered pre-built and painted to match the house color of yellow. Each shed will sit near the back corner of the property, one on each side of the duplex, approximately 8' off the alley and 2' off the side property boundary. The sheds will be approximately 40' from the residence.

Neither the fence, nor sheds will be visible from the street given the proximity of neighboring houses.







New Haven 7' Workshop

Standard Features Include:

- 30 Year Architectural Shingles
- 5" Wood Clap Board Siding
- Miratec Trim
- 5/8" Plywood Floor
- 16" OC PT Floor Joist
- 2"x4" Framing 16"OC
- Double Duratemp Elite Doors
- Two 18"x36" Windows w/ Shutters
- Crossheads on Window Trim
- 8" Gable Overhang
- 18" Overhang on Front
- Thermo Ply Wall Sheathing
- Side Wall Height – 83"
- Floor to Center Ceiling Height- 120"
- 7/12 Roof Pitch

Shown with additional 4' ramp and gable vents.

\$6,092.40

Get Started!

Enter Your Zip Code to Customize Your Shed and Get Your Final Price*

23310

Size*

10×14

\$4,550.00

Add Garage Door

Carriage Style Garage Door

▼

\$650.00



☐

 Add 8' Garage Door Ramp \$200.00

Window and Flower Box Options

☐

 Upgrade to 24"x36" Windows w/Shutters \$125.00

☐

 Add Flower Box \$42.00

Flooring Options

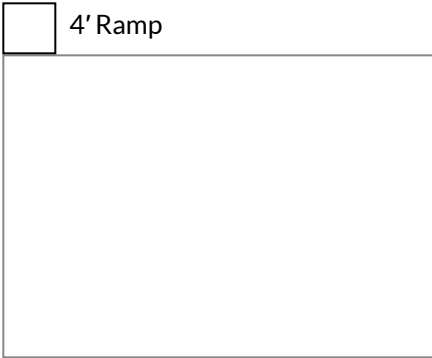
5/8" Plywood Floor (Standard)

▼

Siding Color*

Select image to choose color

Belmont Blue	Leola Almond	White	Gray	Hunter Green	Zook Gray
Brown	Clay	Avocado	Navajo White	Martin Cream	Lancaster Beige
Pequea Green	Pink	Yoder Blue	Black	Buckskin	Chestnut
Red	Chestnut Brown Stain	Diffwood Stain	Mahogany Stain	Honey Gold Stain	Camger Nature Walk Stain
	\$304.62	\$304.62	\$304.62	\$304.62	\$304.62



☐ Electric Package ☐

\$250.00

\$175.00

☐ Ship as Kit

☐ PAY DEPOSIT

☒ PAY IN FULL

1

ADD TO CART

\$6,092.40

CONTACT US

Backyard Escapes
134 Newtowne
Boulevard

MY ACCOUNT

- [➔ View Cart](#)
- [➔ Sign In](#)

HELPFUL INFO

- [➔ Delivery Options](#)

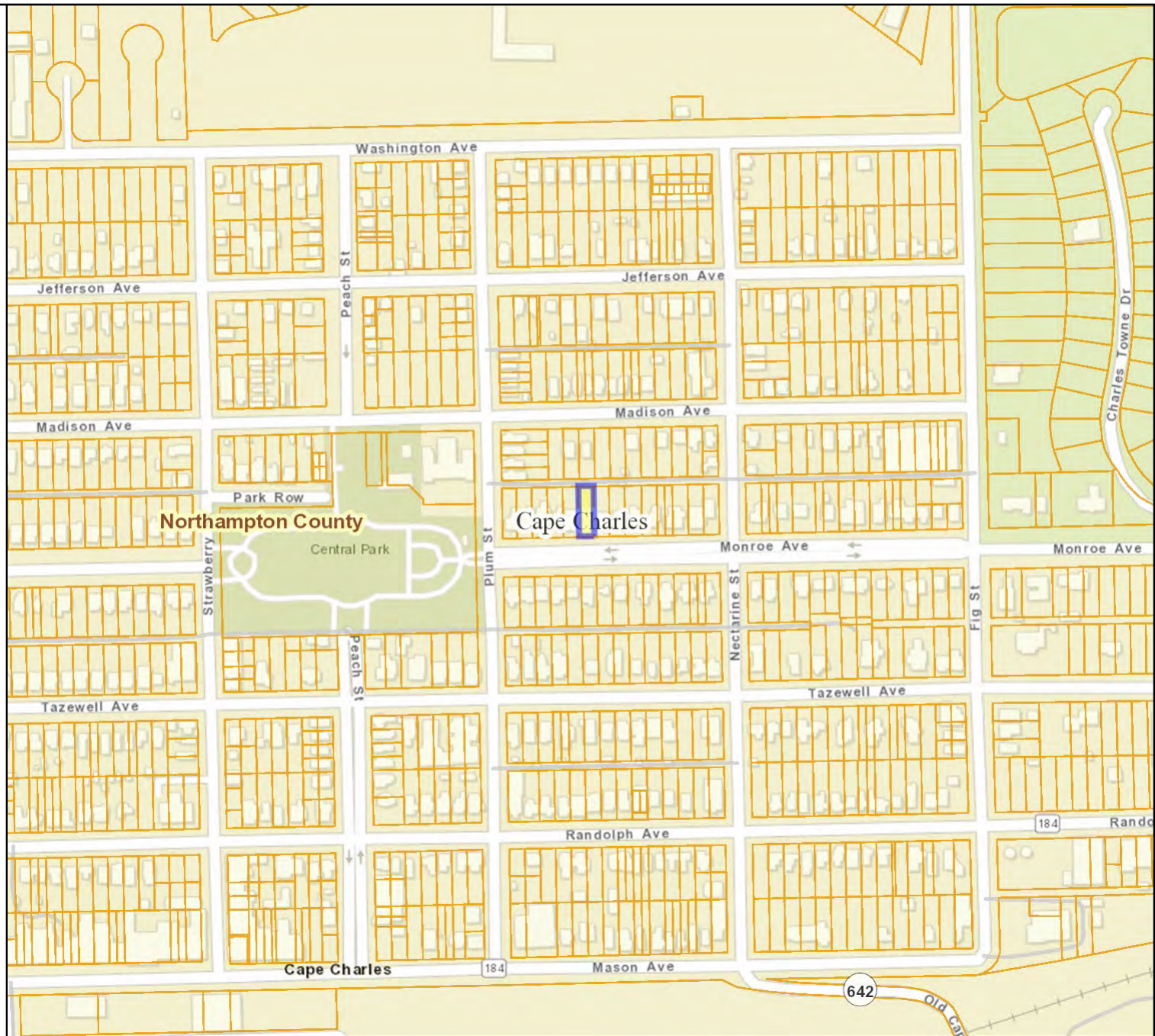
LET'S STAY IN TOUCH

Phone: 717-694-6485

Northampton County, Virginia

Legend

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



Map Printed from Northampton
<https://parcelviewer.geodecisions.com/Northampton/>

Feet
0 100 200 300 400
1:4,514 / 1"=376 Feet

Title: 521/523 Monroe Avenue

Date: 4/2/2021

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HISTORIC DISTRICT REVIEW BOARD STAFF REPORT

Meeting Date: April 20, 2021

Item #: 6F – 119 Peach Street

Prepared by: Katie H. Nunez, Interim Planning/Zoning Administrator

Date: April 13, 2021

APPLICANT: David & Cynthia
Woodmansee

SITE ADDRESS: 119 Peach Street

TAX MAP: 83A3-1-492C & 83A3-1-493C

LOT SIZE: 2,800 sq. ft.

TYPE OF APPLICATION: Certificate of Appropriateness

WORK TO BE PERFORMED: Replacement of porch flooring, addition of gutters, replacement of front door

CURRENT ZONING: Residential-1 (R-1)

HISTORIC REGISTER: CONTRIBUTING STRUCTURE

DESCRIPTION: ca. 1904 gabled ell frame dwelling

DATE APPLICATION RECEIVED: March 2, 2021

PRE-APPLICATION MTG: April 20, 2021

DATE APPLICATION DEEMED COMPLETE:

LEGAL DEADLINE: HDRB Decision (60 Days from Complete Application):

The applicant is seeking to replace the existing front porch flooring due to warping and rotting, to replace the existing front door, and to add a gutter system to the front of the house.

MATERIALS:

The applicant is proposing to use Azek TimberTech tongue and groove porch flooring in the color "Oyster" to match the existing floor color. All original, architectural elements on the porch (columns, railing, spindles, and decorative moldings) will be preserved.

Gutter system will be a standard seamless aluminum guttering in white to match the color of the home's moldings.

The front door is proposed to be a Simpson Thermal Sash door constructed of solid fir wood and glass and painted with Benjamin Moore Grand Entrance Series paint in the color Gravel Gray. The hardware for the door will be by Baldwin and has been selected to match the look and feel of the existing hardware.

STAFF ANALYSIS

ZONING COMPLIANCE

The work proposed does not increase or alter the square footage of the structure and within the requirements of the zoning ordinance. Any property within the Historic District Overlay is required to meet the Historic District Guidelines, which are superimposed on the underlying zoning district regulations.

HISTORIC DISTRICT GUIDELINES

Porches: Page 45 Item 5: Replace porch elements or the porch itself only if the materials are too deteriorated to repair or are completely missing. New elements should match the original as closely as possible. Avoid replacing wooden steps with concrete or brick steps or wooden posts with decorative iron supports; also avoid adding “Colonial” decorative elements, such as broken pediments, columns, and pilasters, or replacing porch piers with a continuous foundation.

Paint – Page 58/59 & Doors – Page 39 thru 42.

STAFF RECOMMENDATION:

Staff is requesting the HDRB to review the application material submitted by the applicant and determine if the materials proposed for the porch flooring and the doorway meet the guidelines.

Staff recommends **APPROVAL** of a Certificate of Appropriateness for Item 6F and is prepared to assist with the development of a motion, if needed.

The Historic District Review Board makes the final determination on whether or not a Certificate of Appropriateness will be issued for this project and may impose conditions on an approval.

Attachments:

Attachment 1 – Application and Documents



PRE-APPLICATION INFORMATION FORM

Town of Cape Charles
2 Plum Street
Cape Charles, VA 23310
757-331-2036 Fax: 757-331-4820

www.townofcapecharles.org

APPLICANT INFORMATION

Name: David and Cynthia Woodmansee

Mailing Address: 205 Highland Gate Drive, Johnson City, TN 37615

Phone Number: 423-863-4306

Email: cynthiawoodmansee@yahoo.com

PROJECT SUMMARY

Address of Project: 119 Peach Street, Cape Charles, VA 23310

Application Type (rezoning, variance, etc.): Historic Review/Home Improvement

Total Acreage of Project: n/a

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

Owner would like to replace the existing front porch flooring (due to warping and rotting) with Azek tongue and groove porch flooring. Additionally, owner would like to replace existing front door (due to cracking and warping) with a custom made replica and appropriate period hardware.

Signature of Applicant: Cynthia P. Woodmansee Date: 02/06/2021

David A. Woodmansee

For Internal Use Only:

Pre-Application Meeting Date: _____

Staff Printed Name: _____ Signed: _____

HDRB Rep Printed Name: _____ Signed: _____

**David and Cynthia Woodmansee
205 Highland Gate Drive
Johnson City, Tennessee 37615
cynthiawoodmansee@yahoo.com
423-863-4306**

Via Electronic Mail

Allyson Finchum
Town Planning and Zoning Administrator
Municipal Building, 2nd Floor
2 Plum Street
Cape Charles, Virginia 23310

Re: Improvements to 119 Peach Street

Dear Ms. Finchum:

As part of the regular upkeep and maintenance of our property located at 119 Peach Street, we are in need of replacing the flooring to the front porch due to warping and rotting of the existing porch floor. To remediate this problem, we are proposing new flooring constructed of Azek TimberTech tongue and groove porch flooring in the color "Oyster" to match the existing floor color. The porch floor, which measures 20' x 7' or 140 square feet, will be replaced in its entirety. Every effort will be made to improve and/or correct the structural foundation of the porch, as needed, once the old flooring is removed and the existing foundation can be inspected. All original, architectural elements on the porch such as columns, railings, spindles, and decorative moldings will be preserved.

In order to preserve the integrity of the porch, we would like to add a gutter system to the front of the house that will allow rain water coming off the front porch roof to be directed away from the porch flooring and front steps. For this part of the project, we are proposing standard seamless aluminum guttering in white which will match the color of the home's moldings and will be placed in a manner that does not obscure the historical decorative elements.

Additionally, we would like to replace the front door of the house due to the cracking and warping of the existing door. The new door will be a Simpson Thermal Sash door constructed of solid fir wood and glass. It will be painted with Benjamin Moore Grand Entrance Series paint in the color Gravel Gray. The hardware for the new door will be by Baldwin and has been selected to match the look and feel of the existing hardware.

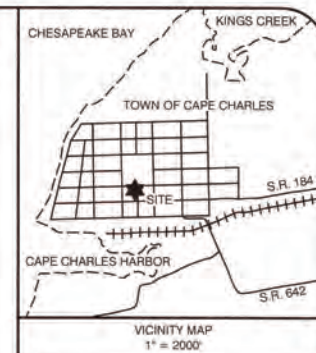
We have attached supplemental materials in support of our application. We look forward to working with you and the Historic Review Board. Please let us know if there is anything further we can provide in support of our application.

With best regards,

Cynthia Woodmansee
/cpw
Enclosures



AT THE TIME OF THE SURVEY, THIS PROPERTY WAS OWNED BY JOHN & SHERRY PETERSIK
(INSTRUMENT #160001682).



SQUARE PIN(F)

N 01° 57' 56" W 208.21'

174.69'

PIN(S)

WOOD FENCE

7.27'

34.53'

3.9'

12.19'

FRAME SHED

BRICK PAVERS

METAL GARAGE OF OTHERS

WOOD FENCE

21.36'

2.98'

PART OF LOTS 492 & 493
TAX PARCELS #83A3-1-492C
& #83A3-1-493C
AREA = 2,759sq ft or 0.063ac

A/C

JOSEPH G. & KAREN R. COFER
PART OF LOTS 492 & 493
TAX PARCELS #83A3-1-492D
& #83A3-1-493D
(INSTRUMENT #160001381)

2-STORY FRAME #115

WOOD FENCE

S 87° 57' 12" W 79.90'

28.04'

0.87'

16.27'

2-STORY FRAME #119

22.26'

12.48'

9.53'

WOOD FENCE

TIMOTHY S. DOHERTY &
BRENNIA RAMSEY HALEY
PART OF LOTS 492 & 493
TAX PARCELS #83A3-1-492B
& #83A3-1-493B
(INSTRUMENT #160000721)

3-STORY FRAME #123

WOOD FENCE

N 87° 57' 15" E 79.91'

44.46'

2.44'

12.61'

34.53'

280.05'

PIN(F)

70.76'

S 02° 00' 00" E

34.41'

PIPE(F)

140.36'

PIPE(F)

SQUARE PIN(F)

VERHEAD UTILITIES

WATER METER

Peach Street - State Route 1109
(100' Right-of-Way)
(Deed Book 41, Page 494)

CLAUDETTE L. LAJOIE
PART OF LOTS 492 & 493
TAX PARCELS #83A3-1-492A
& #83A3-1-493A
(INSTRUMENT #170002002)

JOB #20020

JOB #20020

119 Peach Street



Existing Front Porch Images







Existing Front Door

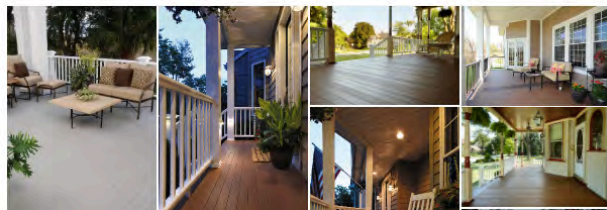
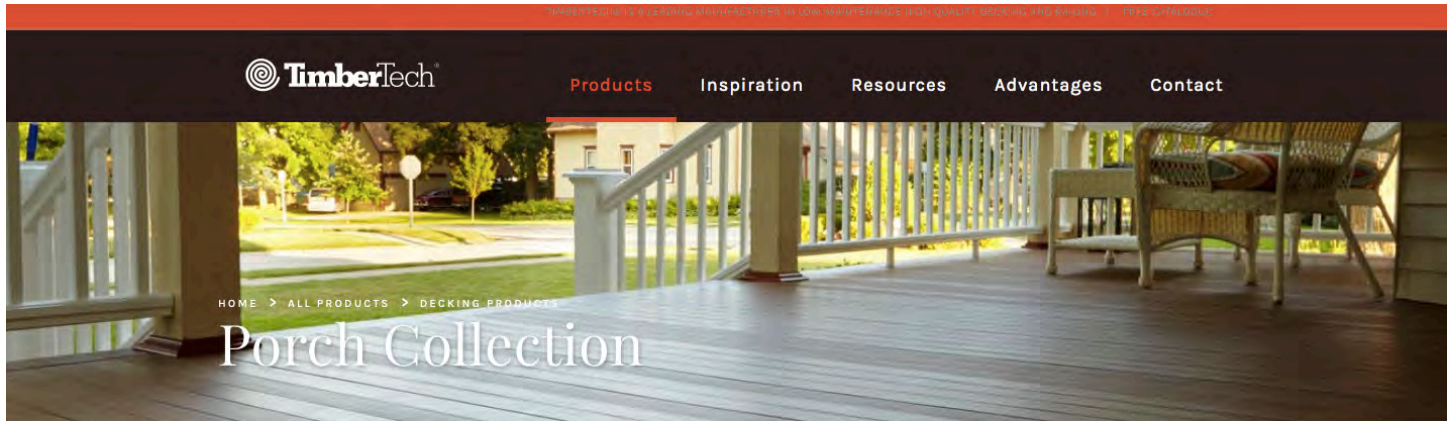




119 Peach Street Cape Charles, Virginia

Materials Spec Sheet

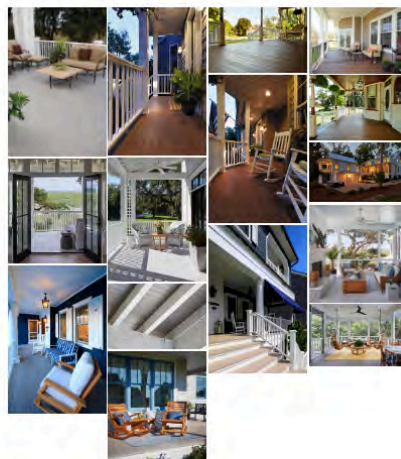
Porch Flooring: Azek TimberTech Porch Flooring, Color: Oyster



Porch Collection

Amp up your curb appeal — you deserve it. TimberTech's high-performance, capped-polymer porch boards are designed with a tongue-and-groove system so that there's minimal gapping between boards. Give your porch a beautiful, stylish floor, with the added benefits of composite decking.

Available in standard width. Coastline.



All Porch deck boards are 25mm thickness with a traditional tongue and groove profile.
78mm Porch Widths available in the following lengths:
Mahogany 3,66m | 4,88m
Dark Hickory 3,66m | 4,88m
Coastline 3,66m | 4,88m
Weathered Teak 3,66m | 4,88m
Silver Oak 3,66m | 4,88m
Morado 3,66m | 4,88m
Slate Gray 3,05m | 3,66m | 4,88m
Brownstone 3,05m | 3,66m | 4,88m
Oyster 3,66m | 4,88m

140mm Porch Widths available in the following lengths:
Mahogany 3,66m | 4,88m
Dark Hickory 3,66m | 4,88m
Coastline 3,66m | 4,88m
Weathered Teak 3,66m | 4,88m

Porch Collection

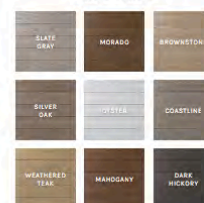
Amp up your curb appeal — you deserve it. TimberTech's high-performance, capped-polymer porch boards are designed with a tongue-and-groove system so that there's minimal gapping between boards. Give your porch a beautiful, stylish floor, with the added benefits of composite decking.

Available in standard width. Coastline, Mahogany, Weathered Teak, and Dark Hickory also available in wide width.



Porch Oyster

Colour Choices



In the Groove

A standard or wide board profile, smooth surface, and interlocking tongue-and-groove connection offers a timeless look that ensures your home makes a great first impression every time.

Fastener-Free Surface

With tongue-and-groove technology, our porch boards are fastener-free and offer a tighter fit than you would find on a deck. No details fall through the cracks.

Solid Underfoot Feel

A flat, full profile bottom offers strength and a more solid feel underfoot, similar to traditional lumber.

Durable Through and Through

TimberTech porch boards resist stains, scratches, fading, and stand up to harsh weather. Plus, you'll never have to worry about moisture damage, mildew, and mold forming because of the impenetrable capped-polymer.

Beat the Heat

Designed to offer superior heat dissipation, allowing year-round comfort for your bare feet and your pet's paws. Plus, proprietary Alloy Armour Technology offers UV protection and helps prevent your porch from changing color over time.

Frequently Asked Questions

What is the difference between TimberTech AZEK Deck and TimberTech AZEK Porch boards?

TimberTech AZEK Deck and TimberTech AZEK Porch are made of the same high-performance material, but the difference comes in their application and installation. Installing a porch versus a deck is also different with the porch installation requiring the joists to pitch away from the house at 1/4" per foot. TimberTech AZEK Porch boards are secured by a tongue and groove installation. They are available in 10', 3.68m and 4.88m lengths. TimberTech AZEK Deck boards, available with square edges or grooved edges and are available in 12", 16", or 20" lengths.

[> Learn more](#)

Front Door: Simpson Wood and Glass Sash Door, Wood:Fir, Glass: ¾" Clear Insulated Glazing. To be painted with Benjamin Moore Grand Entrances series paint, Color: Gravel Gray

Simpson®
Door Company

INSPIRATION
AT YOUR DOOR™

DOOR SPEC SHEET

7044 — THERMAL SASH



SERIES: Exterior French & Sash Doors

TYPE: Exterior French & Sash

APPLICATIONS: Can be used for a swing door, with barn track hardware, with pivot hardware, in a patio swing door or slider system and many other applications for the home's exterior.

Construction Type:

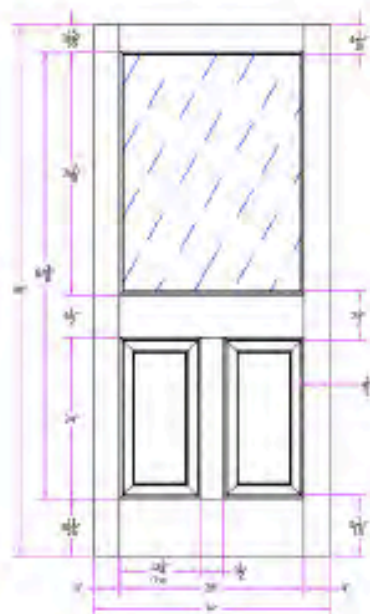
Engineered All-Wood Stiles and Rails with Dowel Pinned Stile/Rail Joinery

Panels: 1-7/16" Innerbond® Double Hip-Raised Panel

Profile: Ovolo Sticking

Glass: ¾" Insulated Glazing

DETAILED DRAWING



STANDARD FEATURES



Any Wood Species



Virtually Any Size

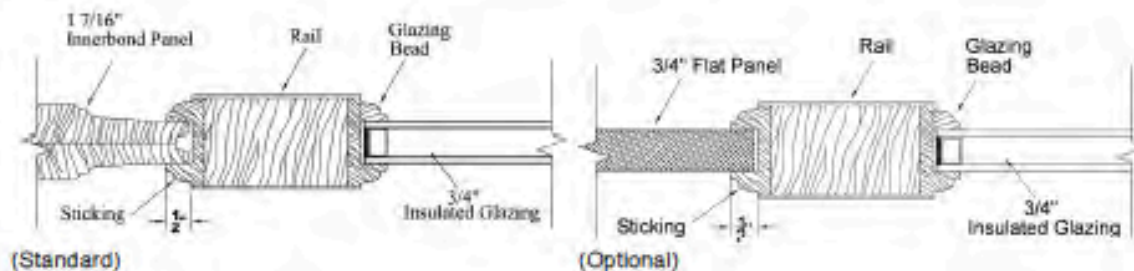


Glass Options



Privacy Rating: 1

DETAILS

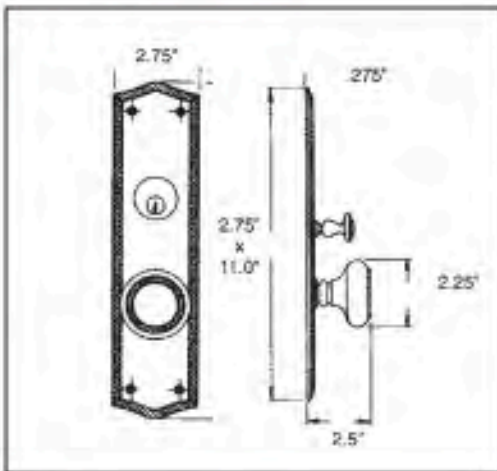


Front Door Hardware: Baldwin Barclay Series Entry Set, Color: Oil Rubbed Bronze
Baldwin Mail Slot, Color: Oil Rubbed Bronze

BALDWIN

**6554 - BARCLAY
 ESTATE ENTRYSET**

SPECIFICATIONS

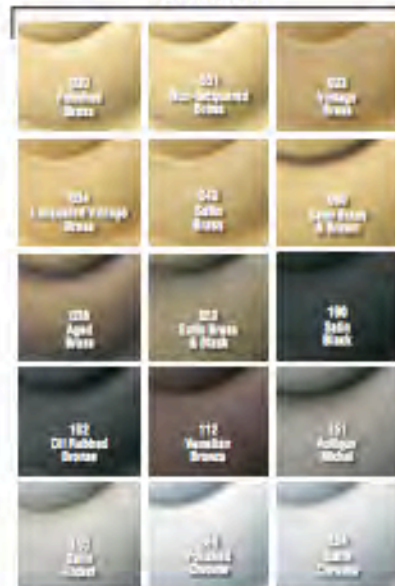


- > Certified by Underwriters Laboratories (UL) for use on fire doors up to three-hour rating
- > U L10C / UBC 7-2 (1997) Positive Pressure Rated, UL10B Pressure Rated
- > Material: Solid Forged Brass

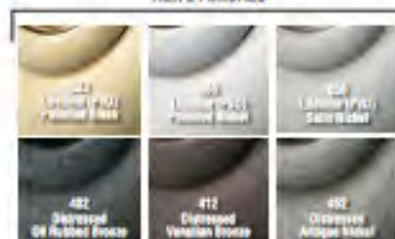
SHOWN WITH KNOB 5054

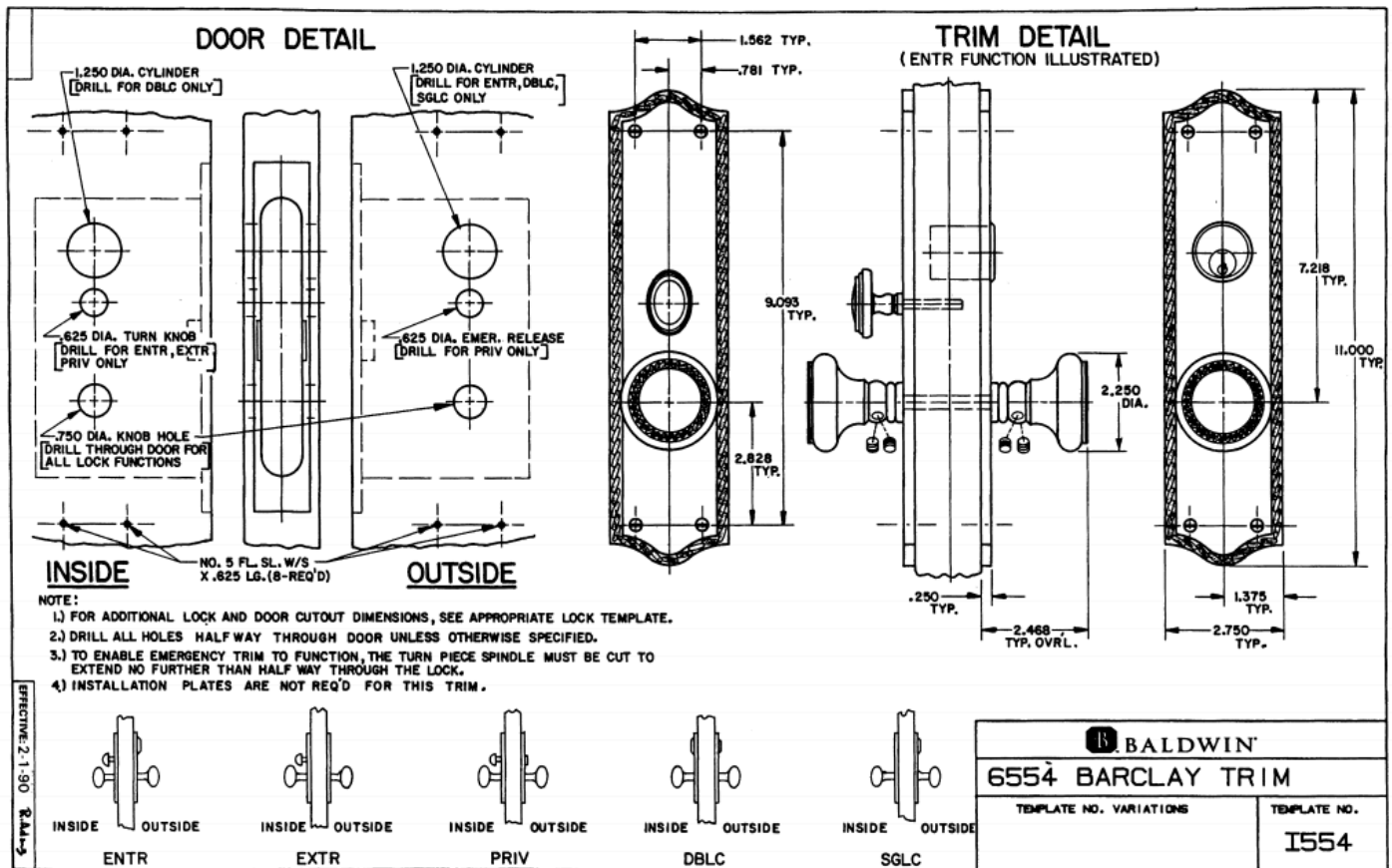


TIER 1 FINISHES



TIER 2 FINISHES





Home > Brands > Baldwin > Door Accessories > Baldwin 0015

Item # bci2026037

BALDWIN



Baldwin Magazine Sized Spring Tension Brass Letter Box Plate

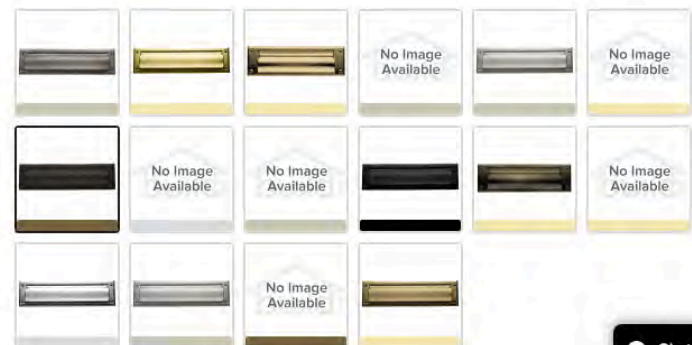
Model: 0015102

from the [Letter Box Collection](#)

★★★★★ 2 Reviews | [Write a Review](#)

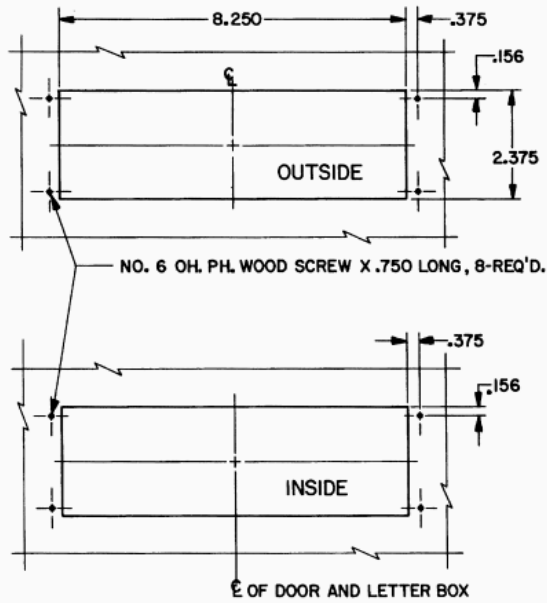
\$76.99

Finish: Oil Rubbed Bronze - 2 In Stock

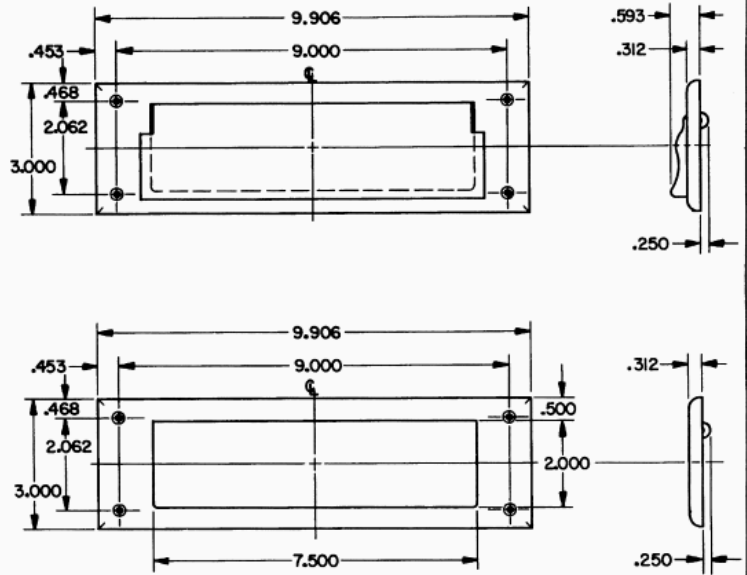


Chat with us

DOOR DETAIL



LETTER BOX DETAIL



EFFECTIVE 9-1-86 J.M.A.S.

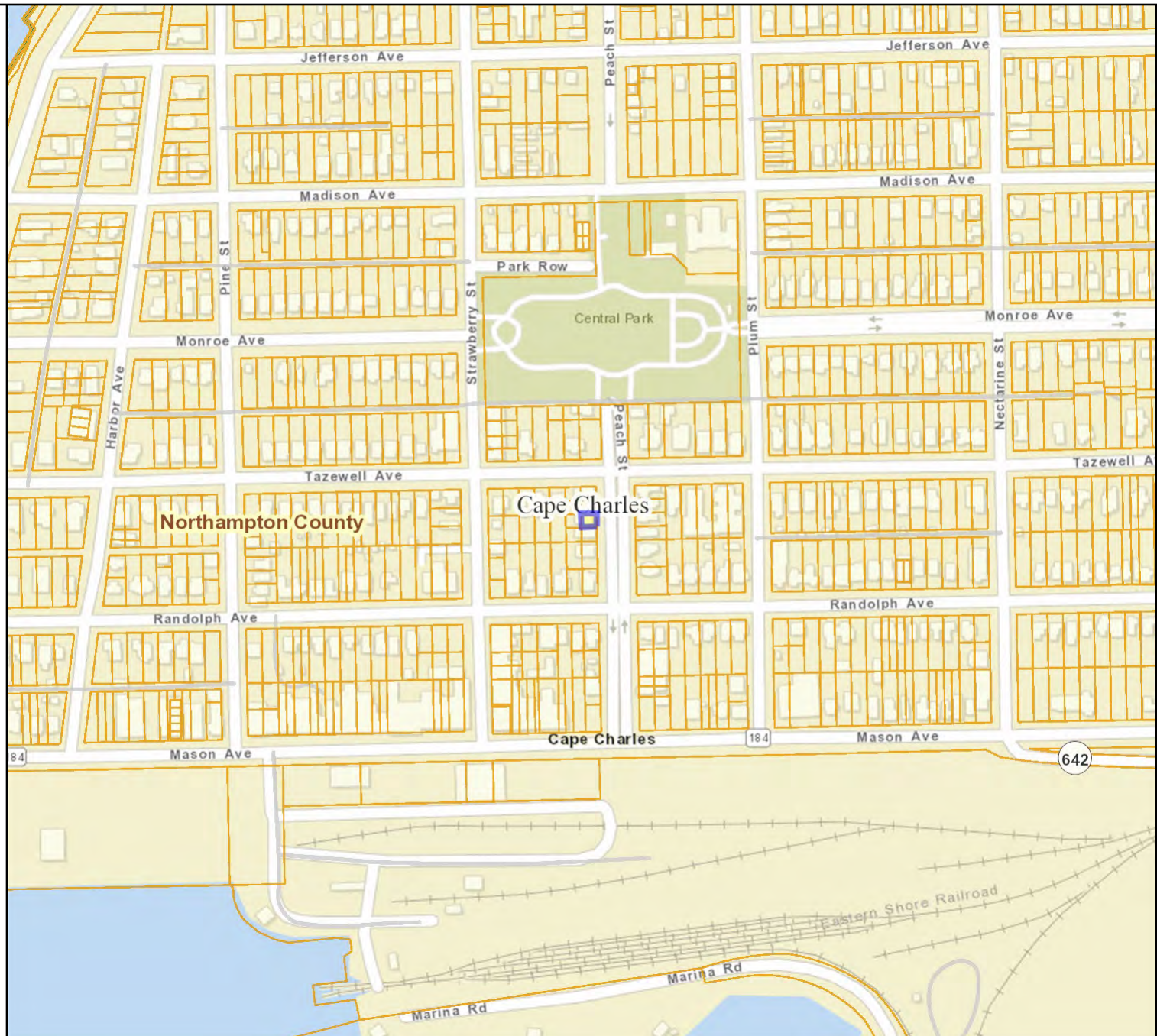
B. BALDWIN	
0015 LETTER BOX PLATES	
TEMPLATE NO. VARIATIONS	TEMPLATE NO.
	A009

©1986 by Baldwin Hardware Corporation

Northampton County, Virginia

Legend

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



Map Printed from Northampton
<https://parcelviewer.geodecisions.com/Northampton/>

Feet
0 100 200 300 400
1:4,514 / 1"=376 Feet

Title: 119 Peach Street

Date: 4/2/2021

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HISTORIC DISTRICT REVIEW BOARD STAFF REPORT

Meeting Date: April 20, 2021

Item #: 6G – 304 Tazewell Avenue

Prepared by: Katie H. Nunez, Interim Planning/Zoning Administrator

Date: April 13, 2021

APPLICANT: Donald McMath

SITE ADDRESS: 304 Tazewell Avenue

TAX MAP: 83A3-1-504A

LOT SIZE: 2,800 sq. ft.

TYPE OF APPLICATION: Certificate of Appropriateness

WORK TO BE PERFORMED: Removal of side addition; new front porch with roof and wrap it around side; new back porch with roof; replace windows; replace exterior doors & painting of exterior brick;

CURRENT ZONING: Residential-1 (R-1)

HISTORIC REGISTER: CONTRIBUTING STRUCTURE

DESCRIPTION: ca. 1910 gabled ell frame dwelling

DATE APPLICATION RECEIVED: February 17, 2021

PRE-APPLICATION MTG: April 20, 2021

DATE APPLICATION DEEMED COMPLETE:

LEGAL DEADLINE: HDRB Decision (60 Days from Complete Application):

The applicant is seeking to remove the side addition due to condition; replace all windows; replace exterior doors; build a new front porch (8' x 28') with roof and wrap it around side (4' x 16'); new back porch (10' x 28') with roof; and painting of exterior brick

MATERIALS:

For the windows: Atrium 8900 Series vinyl windows 1 over 1, no grids - will leave the existing frames

For the doors: Fiberglass composite door by Reeb

Front Porch:

- Flooring: Aeratis Traditions paint grade composite 3 ¼ T&G decking, painted.
- Columns: 8 x8 square posts wrapped with Azek
- Roofing: 30 year architectural shingles to closely match the existing shingles
- Porch soffits: vinyl to match main house
- Porch ceiling: T&G vinyl

Back Porch:

- Flooring: Azek 5 ¼ decking with hidden fasteners
- Columns: 8x8 square posts wrapped with Azek
- Roofing: 30 year architectural shingles to closely match the existing shingles
- Porch soffits: vinyl to match the main house
- Porch ceiling: T&G vinyl

STAFF ANALYSIS

ZONING COMPLIANCE

The work proposed does increase the square footage of the structure; applicant needs to provide updated survey showing the setbacks with the proposed new porches.

Any property within the Historic District Overlay is required to meet the Historic District Guidelines, which are superimposed on the underlying zoning district regulations.

HISTORIC DISTRICT GUIDELINES

Porches: Page 45 Item 5: Replace porch elements or the porch itself only if the materials are too deteriorated to repair or are completely missing. New elements should match the original as closely as possible. Avoid replacing wooden steps with concrete or brick steps or wooden posts with decorative iron supports; also avoid adding “Colonial” decorative elements, such as broken pediments, columns, and pilasters, or replacing porch piers with a continuous foundation.

Paint – Page 58/59 & Doors – Page 39 thru 42.

STAFF RECOMMENDATION:

Staff is requesting the HDRB to review the application material submitted by the applicant and determine if the materials proposed for the porch flooring and the doorway meet the guidelines.

An updated site plan/survey is required, showing the proposed porches and the actual setbacks to the property lines, in order to determine Zoning Clearance.

The Historic District Review Board makes the final determination on whether or not a Certificate of Appropriateness will be issued for this project and may impose conditions on an approval.

Attachments:

Attachment 1 – Application and Documents



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

APPLICANT INFORMATION

Name: Coastal Craftsman Builders
Mailing Address: 401 Madison Ave. CC 23310
Phone Number: 757-678-3033 Email: Coastalcraftsmanbuilders@gmail.com
757-678-2951

PROJECT SUMMARY

Address of Project: 304 Tazewell Ave. CC 23310
Application Type (rezoning, variance, etc.): Certificate of Appropriateness for the HDRB
Total Acreage of Project: 03A3-1-504A

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

- Build new front porch w/ roof to wrap around side
front size 8x28' side size 4x16'
- Build new back porch w/ roof size 10' x 28'
- Replace windows leaving existing frames
* See Scope of Work for more details

Signature of Applicant: _____

Ruben Sumner

Date: _____

2/17/21

For Internal Use Only:

Pre-Application Meeting Date: _____

Staff Printed Name: _____ Signed: _____

HDRB Rep Printed Name: _____ Signed: _____



Class "A" Contractor #2705101247A
401 Madison Ave.
Cape Charles, VA 23310

Scott Simms: 757-678-2951
Robin Simms: 757-678-3033

coastalcraftsmanbuilders@gmail.com

Donald McMath
304 Tazewell Ave.
Cape Charles, VA 23310
SCOPE OF WORK

Summary: Renovate and Refresh Exterior of Home
Description of exterior work to be completed:

- The side addition will be removed. The structure of the side addition has deteriorated.
- Atrium 8900 Series vinyl windows 1 over 1, no grids will replace the existing windows. We will be leaving the existing frames.
- Exterior doors will be replaced with fiberglass composite doors. Brand: Reeb
- The brick exterior will be painted.

- The porches will be built to closely match what was original to the house

PORCH DETAILS

FRONT Size: 8'x28' SIDE PORCH Size: 4'x16' Wrap Around

- Aeratis Traditions paint grade composite 3 1/4" T&G decking will be used on the front porch floor. The porch floor will be painted as per the Aeratis Traditions recommendations.
- 8x8 square posts will be used as the columns. The columns will be wrapped with azek.
- The roofing material used on the front and side porch roof will be 30 year architectural shingle to closely match the existing shingles
- The porch soffits will be vinyl to match the main house.
- The porch ceiling will be T&G vinyl

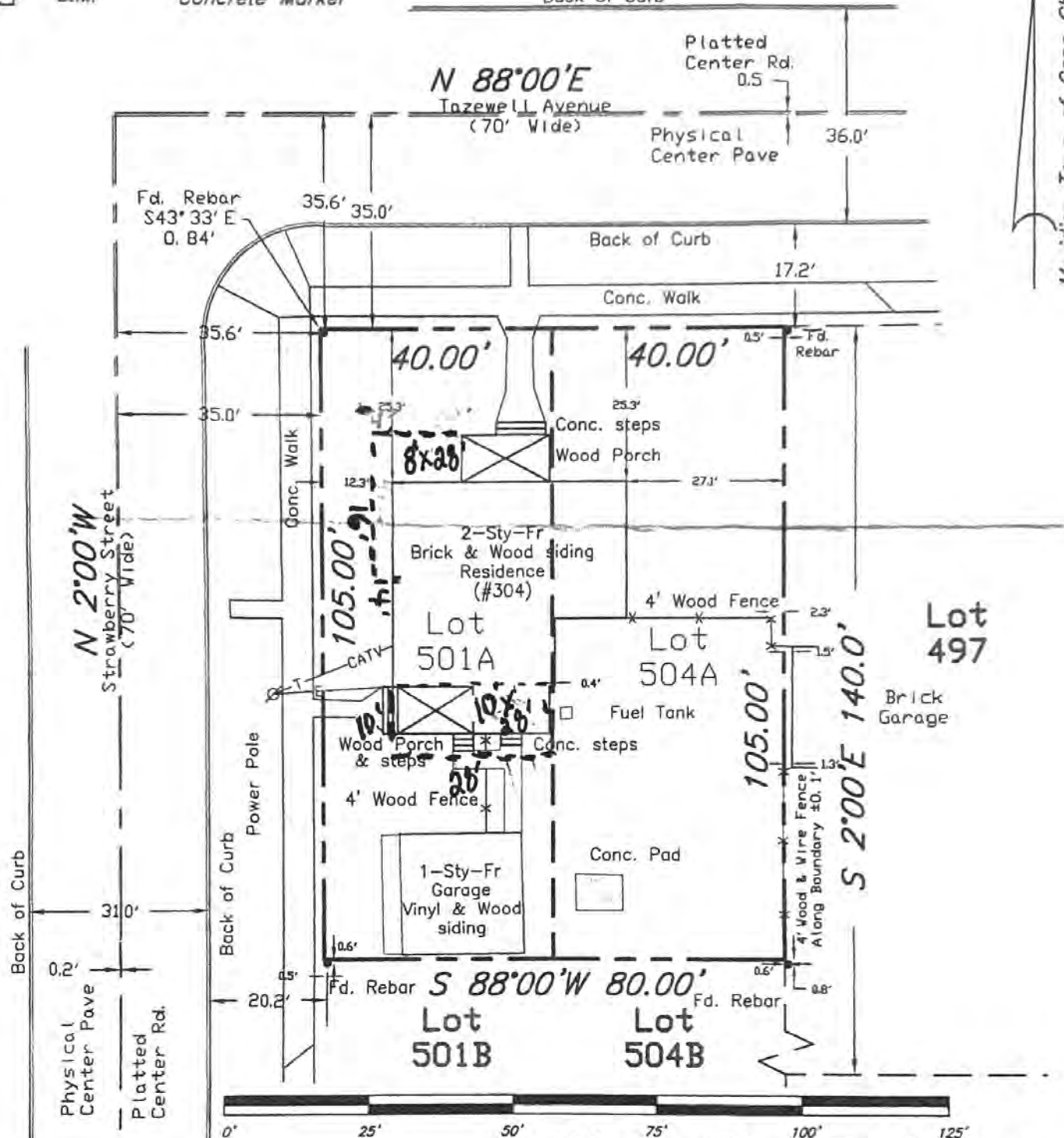
BACK PORCH Size: 10'x28'

- Azek 5 1/4" decking with hidden fasteners will be used on the back deck porch floor.
- 8x8 square posts will be used as the columns. The columns will be wrapped with azek.
- The roofing material used on the back porch roof will be 30 year architectural shingle to closely match the existing shingles
- The back porch soffits will be vinyl to match the main house
- The porch ceiling will be T&G vinyl

N/F
Fd.
C.M.

Now or Formerly
Found
Concrete Marker

- 4) This parcel is currently zoned R1
5) Physical improvements are as shown.



Copyright 2007
Originals Have Embossed Seal



Current Building Setbacks:
Front - Prevailing Standard
Rear - 25'
Side - 5'
Corner - Prevailing Std.

Parcel Area
8400 Sq. Ft.

Sheet 1 of 1

Granville F. Hogg
Land Surveyors
P.O. Box 117, Cheriton, Virginia 23316
Physical Survey

This survey was prepared at the request of
Donald R. McMath

Being part of Lots 501 & 504, Located in the
Town of Cape Charles, Northampton Cty, Virginia
Dwg. By: G.F.H. Scale: 1" = 25'
Date: April 5, 2007 Job No: 07095-1081

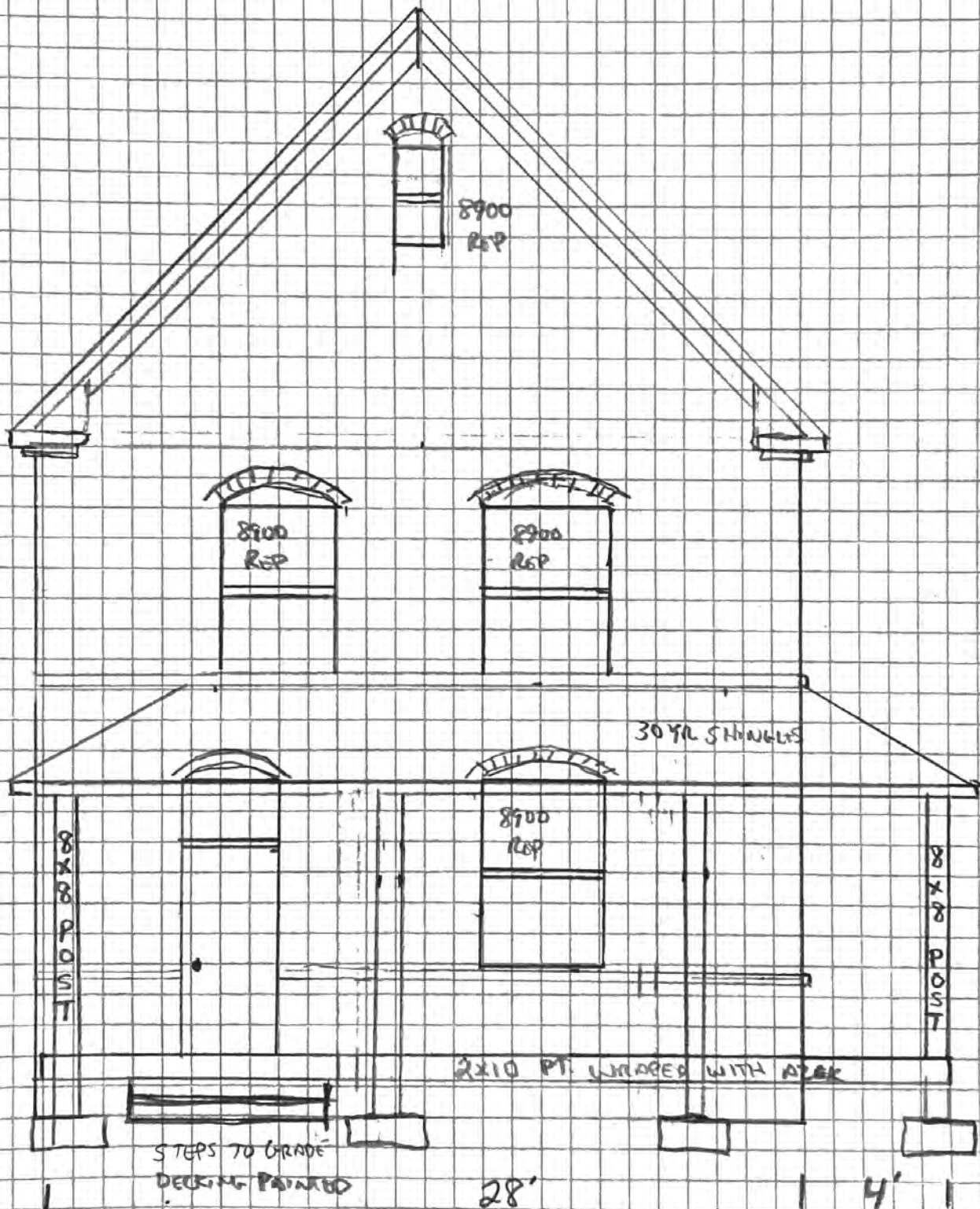
37°16.2' 76°01.0'

Donald McMath

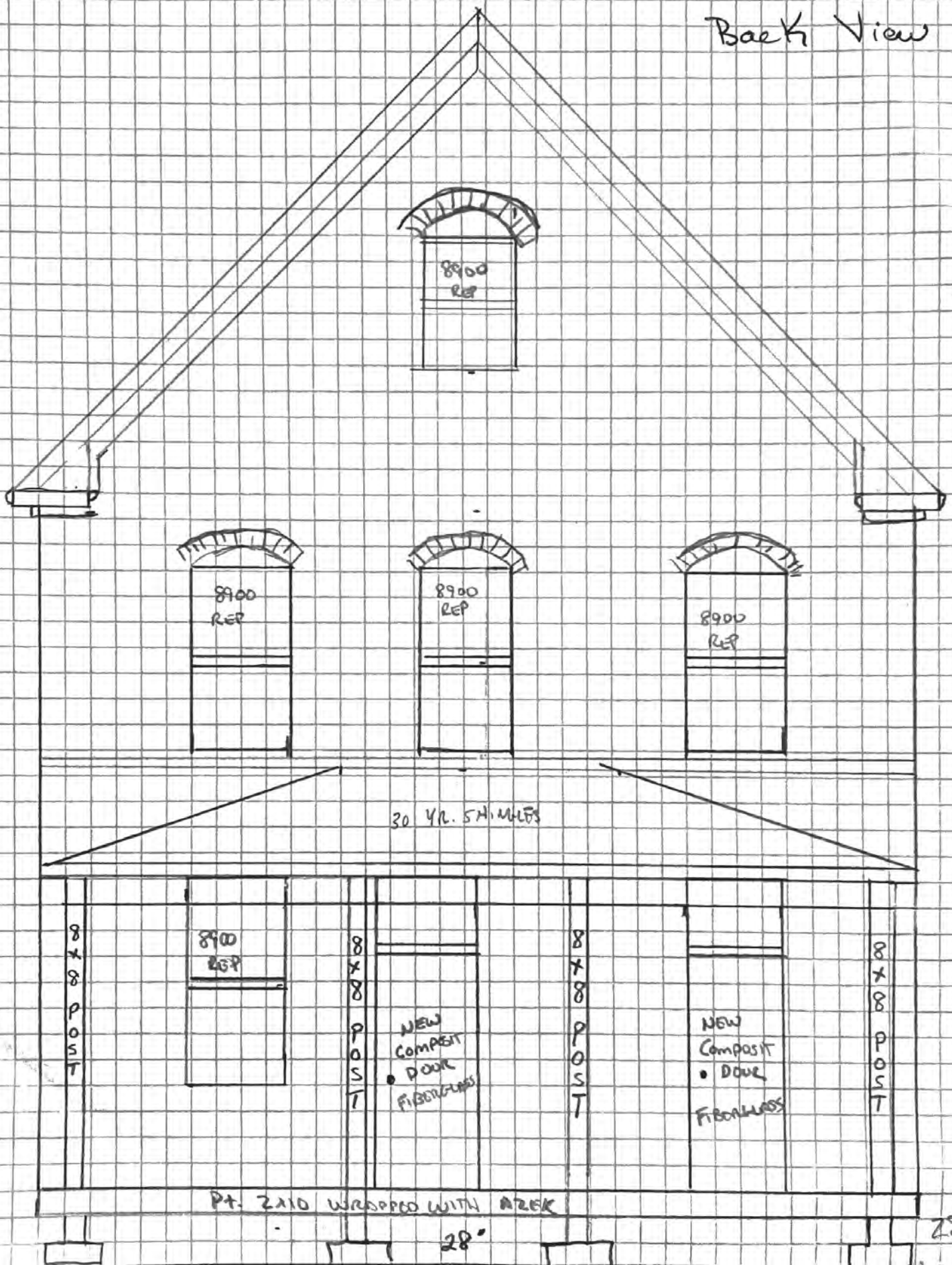
304 Tazewell Ave.

CC, VA 23310

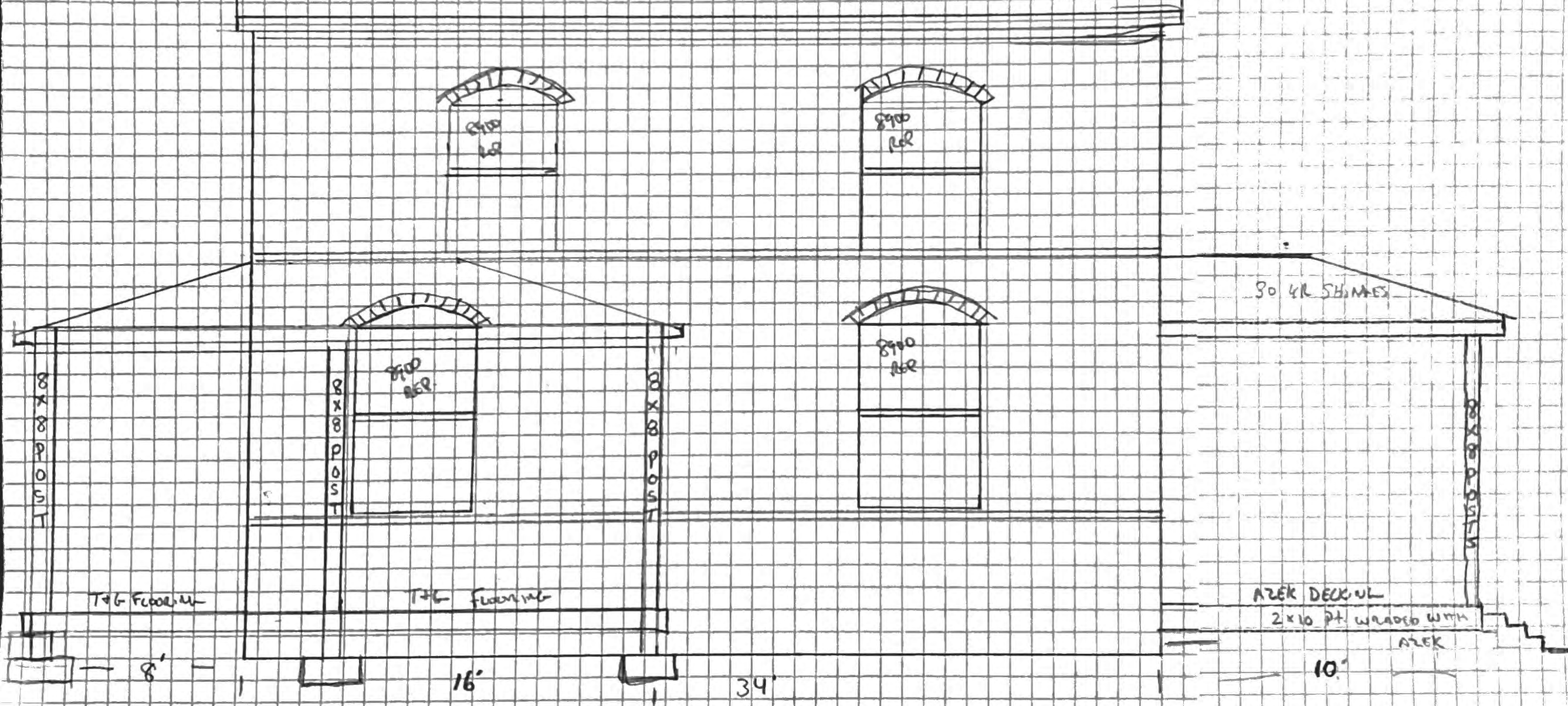
Front View



Donald McMath
304 Tazewell Ave
DC VA 23310
Back View



Strawberry St View
Side View

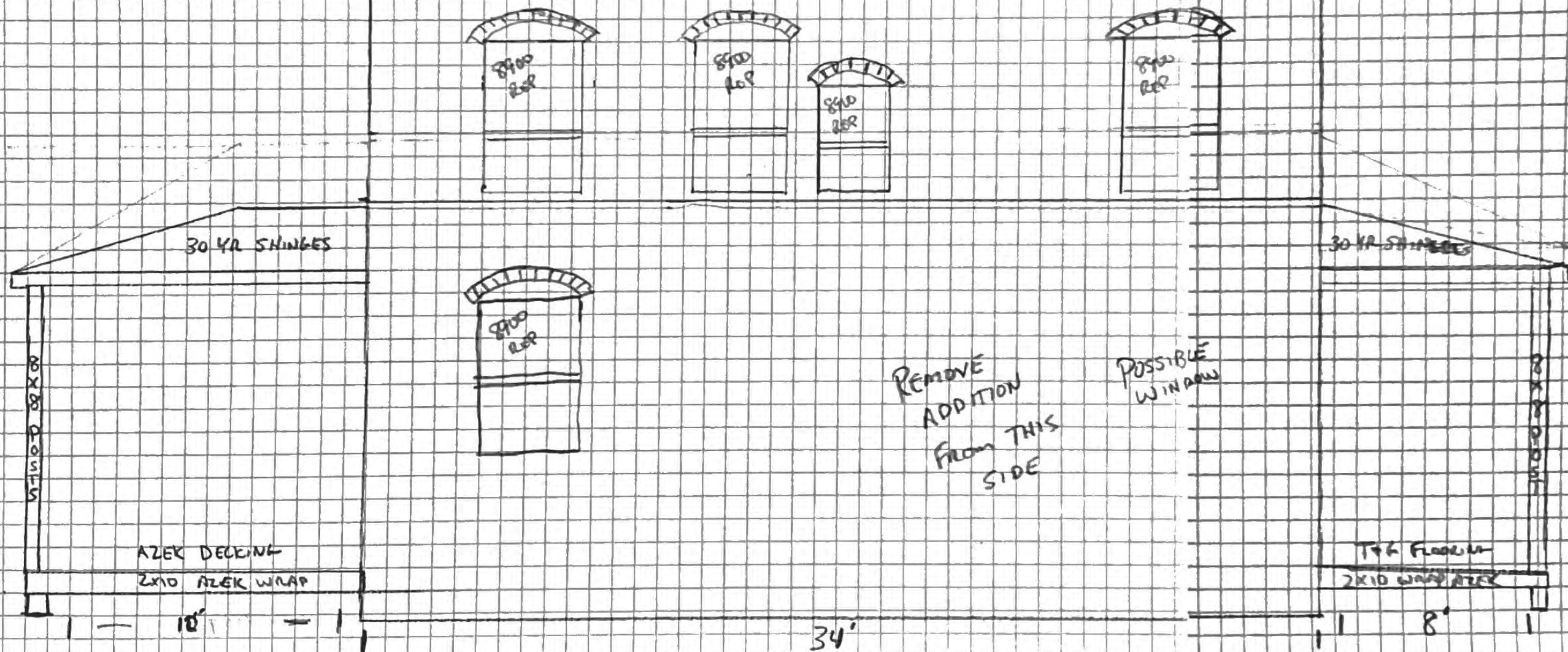


EAST SIDE

Donald McMath

304 Tazewell Ave
CC, VA 23310

East Side View



8900 Double Hung Window

Features:

- Low-E Glass with Argon Gas
- Warm-edge spacer system
- 3/4" Constant force coil balance system
- Exclusive InsulKor™ reinforcement for improved performance
- 4 1/4" frame thickness
- External accessory groove accommodates optional nail fin
- Extruded full screen
- 3.25" Jamb depth
- Transferable limited lifetime warranty; lifetime glass breakage warranty
- DP 60 rating (window size tested 36 x 74)

Custom Options:

- Low-E Glass
- Ultra Low-E Glass with Argon Gas
- Triple-pane, R-5 compliant glass panels
- Super Spacer® sealant system for optimal thermal performance (standard with triple-pane option)
- Nail fin accessory for use in remodeling or new construction applications (factory applied)
- 1 1/8" simulated divided lite (SDL) grid
- 5/8" or 1" contoured, or 5/8" or 3/4" flat or diamond grid, 5/8" contoured valance available
- Obscure, tempered or double-strength glass
- Three interior wood laminates
- Nine Exterior Painted Colors (white interior only)
- Additional lock colors

Product Performance:

AAMA 101 Results:

Window Size	AAMA Rating (psf)	Air (cfm/ft ²)	Water (psf)
48" x 78" (X/X)	LC30	0.08	9.19
44" x 74" (X/X)	LC45	0.08	9.19
36" x 74" (X/X)	LC60	0.08	9.19
109" x 74" (X/X - X/X - X/X Finless Muller Triple)	LC50	0.18	9.19
72" x 108" (O / (X/X - X/X) Finless Twin Stack)	LC40	0.15	9.19

Acoustic Results:

Glazing	STC
3/32", 9/16" Airspace, 3/32"	26
1/8", 1/2" Airspace, 1/8"	27
3/32", 9/16" Argon, 3/32", 1/4" Argon, 3/32"	29
1/8", 9/16" Argon, 1/8", 1/4" Argon, 1/8"	29

Product Dimensions:

Vinyl Wall Thickness:	0.065"
Typ. Glass Thickness:	0.750"
Max Glass Thickness:	1.125"
Jamb Depth:	3.250"
Mullion Adder:	0.5"

Rough Opening:

Window Width + 1/4"
Window Height + 1/4"

Size Restrictions:

	Min:	Max:
Width	17 3/4"	54"
Height	26"	91"
(Max. United Inches 126")		



8900 Double Hung Window

Egress Formulas:

Egress Width $\geq 20"$ and Egress Height $\geq 24"$ and Egress Area $\geq 5.7 \text{ ft}^2$ required to meet egress.

Egress Width Formula = Window Width - 5.8125"

Egress Height Formula = (Window Height/2) - 7.3750" (1 Coil)
 (Window Height/2) - 8.5625" (2 Coils)
 (Window Height/2) - 9.7500" (3 Coils)
 (Window Height/2) - 10.9375" (4 Coils)

Egress Area Formula = (Egress Width x Egress Height)/144

Screen Formulas:

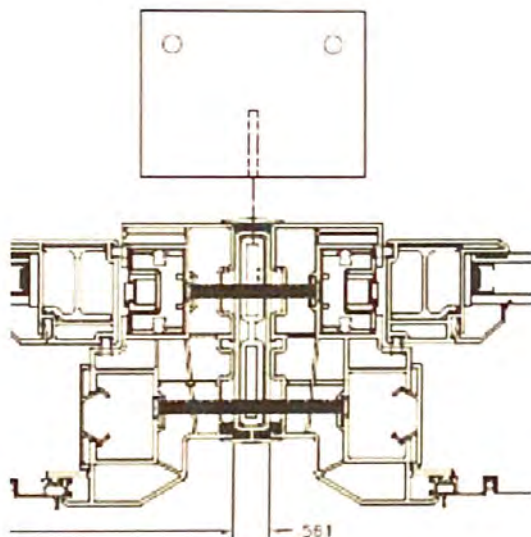
Window Width - 5.0000" (Full Screen)

Window Height - 3.3125" (Full Screen)

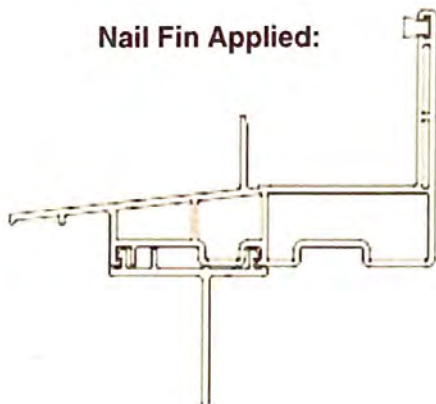
Window Width - 4.9375" (1/2 Screen)

(Window Height/2) + 0.1875" (1/2 Screen)

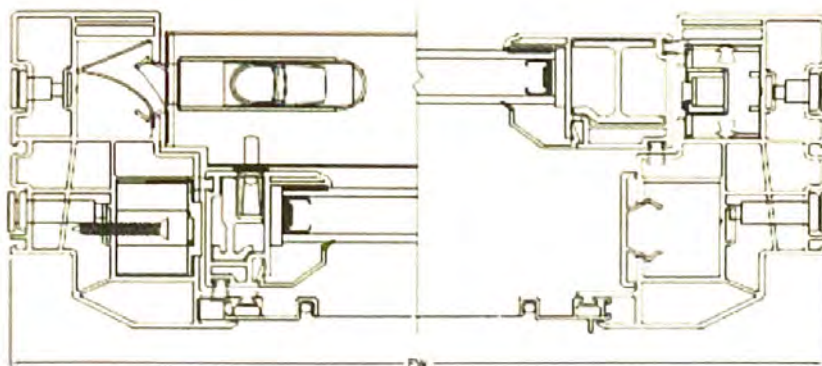
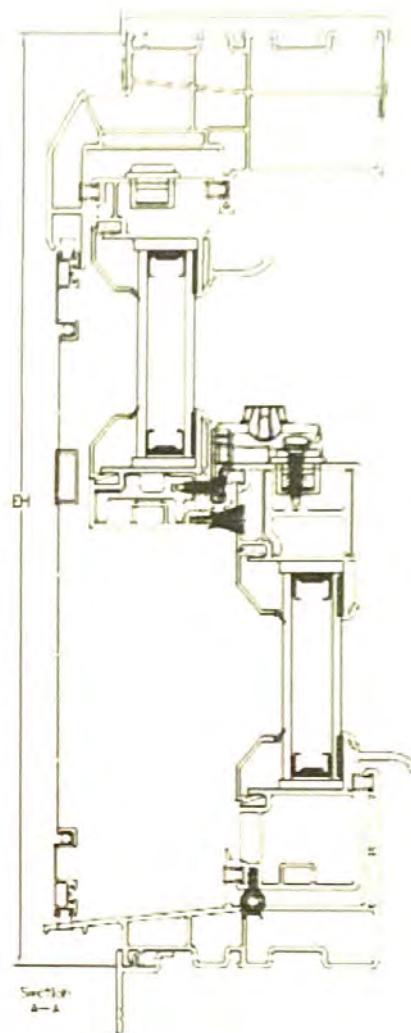
Mullion Assembly:



Nail Fin Applied:



Cross Sections:



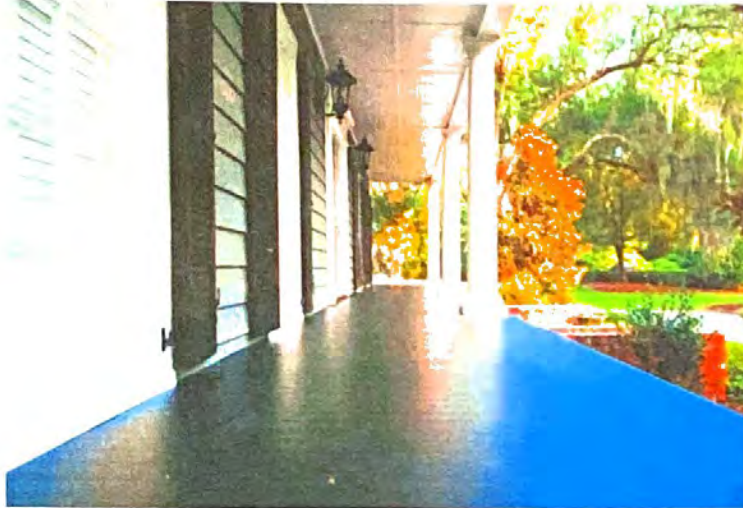
Lite Frame

Clear Glass

Smooth-Star

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Aeratis Traditions



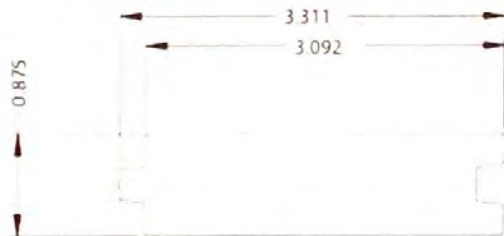
stain to maintain the warranty

Aeratis Traditions tongue and groove porch flooring/plastic decking is an extremely durable replacement product. Competitively priced compared to wood, the Aeratis Traditions Traditions T&G porch flooring offers an unprecedented warranty in the industry coupled with significantly lower maintenance than wood and an appearance that will keep the most discerning historical aficionado tell it is not a wood porch which you just didn't maintain.

Simply said, "Only a rich man can afford to install a wood porch floor today!" This saying has a lot of truth. Not only is the life cycle of pine and fir significantly shorter than it was 10 years past, many consumers forget the actual annual cost of maintenance. On average, many porch owners pay between \$4-\$9 per square foot annually on maintenance with upkeep.

Aeratis Traditions is an uncolored, paint-ready board that is designed specifically to replace wood tongue and groove products. Traditions can be painted or stained in any color. Unlike the Legacy or Heritage line which can also be painted, Traditions flooring requires paint or

Aeratis Traditions T&G Porch Flooring Dimensions



Lengths: 12', 16', or 20'

Width: 3-1/8" (3.092)

Thickness: 7/8"



Aeratis Decking pgs
Front of Side Porch
Decking

Details

Options & Dimensions

Installation & Warranty

FAQs

Reviews

Steadfast Color

Designed to retain color, proven in third-party testing.

Enviably Beautiful

No. 1 in premium decking with our superior technology and design versatility.

Sophisticated Aesthetics

Natural hardwood aesthetics achieved through the most advanced technology. Diverse woodgrain options provide elegance and style.

Surface Protection

Alloy Armour Technology® (AAT), is a proprietary alloy blend that provides improved performance characteristics, such as outstanding weather protection, UV protection, resistance to scratching, and improved colorfastness.

Livable, Durable Decks

Scratch- and dent-resistant for a more durable surface than many competitive composite and wood products.

Stays Cooler to the Touch

Up to 30 degrees cooler than many competitive composite products.

Spills Happen

50-Year Fade & Stain Warranty is twice the length of most competitors' warranties. Simply clean up sauces, oils and other household products.

More Traction, Fewer Falls

Up to 40% better slip resistance than many competitive composite products.

Superior Mold Resistance

No wood fillers in the core or the cap for the best resistance to mold and other moisture damage.

Aeratis Decking ps
Front of Side Porch
Decking

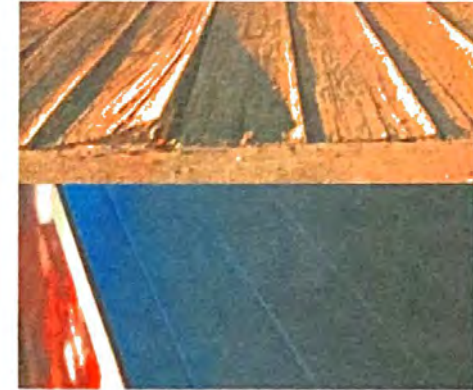
ÆRATIS

Aeratis Traditions 5-A Paint Adhesion

When painted, Aeratis Traditions maintains a 5-A paint adhesion (the strongest paint adhesion in the industry, no priming needed). This means that you can enjoy the same low maintenance porch that matches the look and feel of your home in a color that's right for you, with a Lifetime Limited warranty. Most Traditions porches will hold paint significantly longer than its wood competitor at a comparable price.

Once Aeratis is painted, it is hard to tell it is not an authentic wood porch. We engineered Traditions to be used on new and historic homes without being able to tell it is not a real wood porch. Review the two porch floors below. See if you can tell which porch has a wood floor and which porch has a Traditions porch floor. Take into consideration, both porch floors are on historic homes and both were 3 years old at the time of the photo.

Compare the two porches side by side and decide how you would like your painted porch to look after 3 years. The best benefit of Aeratis Traditions is, it is competitively priced to wood at the time of install. On top of a competitive price, you get the paint for FREE (see paint rebate under resources on the right hand side of this page) and a 20 year warranty.



A 3 year comparison of wood and Aeratis Traditions porch floors



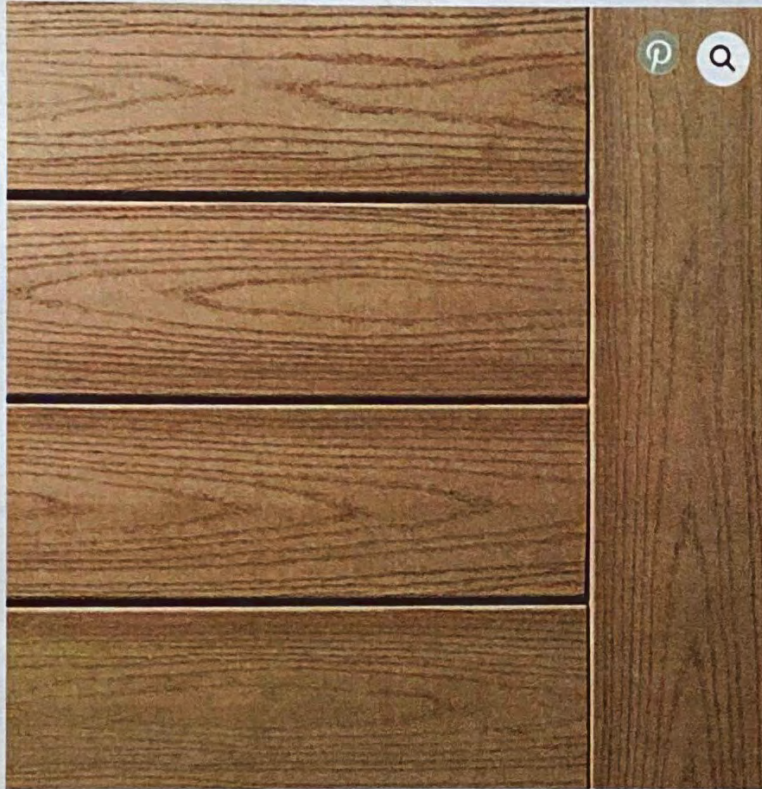
Painting Traditions is not like painting wood. When painted wood gets wet and the bond between the wood and the paint is broken. When using the recommended paints, it creates a chemical bond to the surface. Aeratis Traditions can now provide you with the color you want without the maintenance of wood.

Stain & Paint Guide

- Brand Recommendations
- Detailed Instructions
- Caulk & Fillers

Donald McMath
Exterior Renovation

Back Porch Decking



[Home](#) > [Products](#) > [Decking](#) > [TimberTech AZEK](#) > Harvest Collection®

Harvest Collection®

Enhance your beautiful backyard with the nature-inspired TimberTech AZEK Harvest Collection. Traditional cathedral wood grain patterns and a soft, solid color palette complement a wide range of homes' exteriors.

Color



Color Selected: Slate Gray

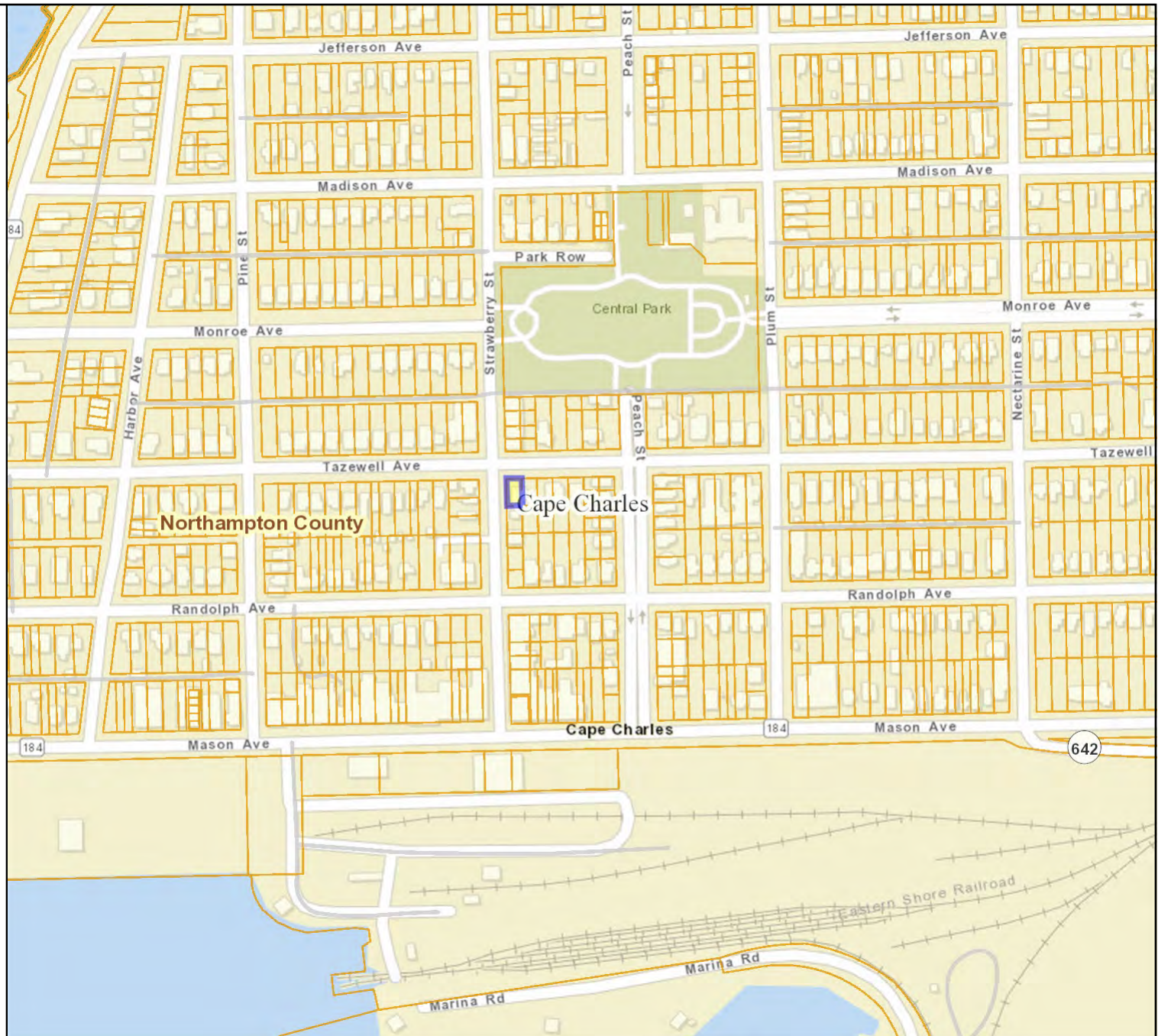
Sample Size

- 2' Sample
- 2' Sample MAX
- 2' Sample Wide Width
- 4" Sample
- 4" Sample MAX
- 4" Sample Wide Width

Northampton County, Virginia

Legend

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



Map Printed from Northampton
<https://parcelviewer.geodecisions.com/Northampton/>

Feet
0 100 200 300 400
1:4,514 / 1"=376 Feet

Title: 304 Tazewell Avenue

Date: 4/2/2021

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: April 20, 2021

Item #: 6H – 116 Tazewell Avenue

Prepared by: Katie H. Nunez, Interim Planning/Zoning Administrator

Date: April 13, 2021

APPLICANT: Kimberly Sue Abod
SITE ADDRESS: 116 Tazewell Avenue

TAX MAP: 83A3-2-4-2

LOT SIZE: 5,250 sq. ft.

TYPE OF APPLICATION: Certificate of Appropriateness

WORK TO BE PERFORMED: Demolition of existing accessory building & construction of new garage

CURRENT ZONING: Residential-1 (R-1)

HISTORIC REGISTER:

DESCRIPTION:

DATE APPLICATION RECEIVED: February 18, 2021

PRE-APPLICATION MTG: April 20, 2021

DATE APPLICATION DEEMED COMPLETE:

LEGAL DEADLINE: HDRB Decision (60 Days from Complete Application):

The applicant is seeking to demolish the existing accessory building and build a new garage – one story, 22' x 16' and to reconfigure the existing fence panels and add a matching fence panel between the new garage and the neighbor's yard.

MATERIALS:

Foundation: parged concrete block

Siding: James Hardy 4" exposure smooth siding, painted to match the existing house

Windows: Marvin "Elevate" double hung windows one over one to match the existing house windows

Window trim: composite trim to match the existing house window trim

Door: Therma Tru Smooth Star half lite one panel door painted onsite custom color

Roof Overhang/fascia: match existing house

Roof: standing seam metal roof, color to match the existing standing seam metal roofing on the lower roof of the existing house.

Garage Doors: Clopay "Coachman" Series 8'x8' overhead carriage house doors made of insulated steel and composite overlay.

STAFF ANALYSIS

ZONING COMPLIANCE

The property is a legal, non-conforming use and the accessory structure is a continuation of the legal, non-conforming uses allowed; the application meets the requirement of the zoning ordinance.

Any property within the Historic District Overlay is required to meet the Historic District Guidelines, which are superimposed on the underlying zoning district regulations.

HISTORIC DISTRICT GUIDELINES

There are no specific guidelines for accessory structures.

STAFF RECOMMENDATION:

Staff is requesting the HDRB to review the application material submitted by the applicant and determine if the materials and style proposed for the accessory structure reflect the character and historic appearance of the neighborhood and the existing house on the lot.

The Historic District Review Board makes the final determination on whether or not a Certificate of Appropriateness will be issued for this project and may impose conditions on an approval.

Attachments:

Attachment 1 – Application and Documents



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

APPLICANT INFORMATION

Name: Claudine Pierce Peacock Cottage LLC
Mailing Address: 10 Tazewell Ave., Cape Charles Va
Phone Number: 703 609 5818 Email: mypeacockcottage@gmail.com

PROJECT SUMMARY

Address of Project: 116 Tazewell
Application Type (rezoning, variance, etc.): Certificate of Appropriateness
Total Acreage of Project: 5300 sq. ft.

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

Demolition of existing (non-contributing) accessory building
and construction of new 22' wide x 16' deep (352 sq ft) one
story garage

Signature of Applicant: Claudine A Pierce Date: 2/18/21

For Internal Use Only:

Pre-Application Meeting Date: _____

Staff Printed Name: _____ Signed: _____

HDRB Rep Printed Name: _____ Signed: _____

PEACOCK COTTAGE LLC

10 Tazewell Ave.
Cape Charles, VA 23310
mypeacockcottage@gmail.com

February 19, 2021

Town Planner and Zoning Administrator
Town of Cape Charles

RE: Letter of Intent for New garage building
116 Tazewell Ave.

Dear Town Planner

Please find attached the application for a new garage building.

We are proposing to demolish the existing free standing non-contributing structure and replace it with a new one story 22' wide x 16' deep golf cart garage off of the alley on the south side of the property. Note that the Owner has no plans to use this building as anything but a garage/storage structure.

We would like to use the following materials

1. Foundation - parged concrete block. Note very little of the foundation will be visible due to the grade on site
2. Siding - James Hardi 4" exposure smooth siding painted to match the existing house
3. Windows - Marvin "Elevate" double hung windows one over one to match the existing house windows
4. Window trim - composite trim to match the existing house window trim.
5. Door - Therma Tru Smooth Star half lite one panel door painted onsite custom color
6. Roof overhang/fascia to match existing house - see attached sketch.
7. Roofing- Standing seam metal roof color to match as closely as possible existing standing seam metal roofing on lower roof of existing house. Seam width and seam heights to match existing roofing.
8. Garage Doors - Clopay "Coachman" Series 8' x 8' overhead carriage house doors made of insulated steel and composite overlay. See attached spec sheet.

The Owner plans on reconfiguring the existing fence panels and adding a matching fence panel between the new garage and the neighbor's yard.

Please let me know if you have any questions or need additional information,
Best,


Claudine Pierce, AIA

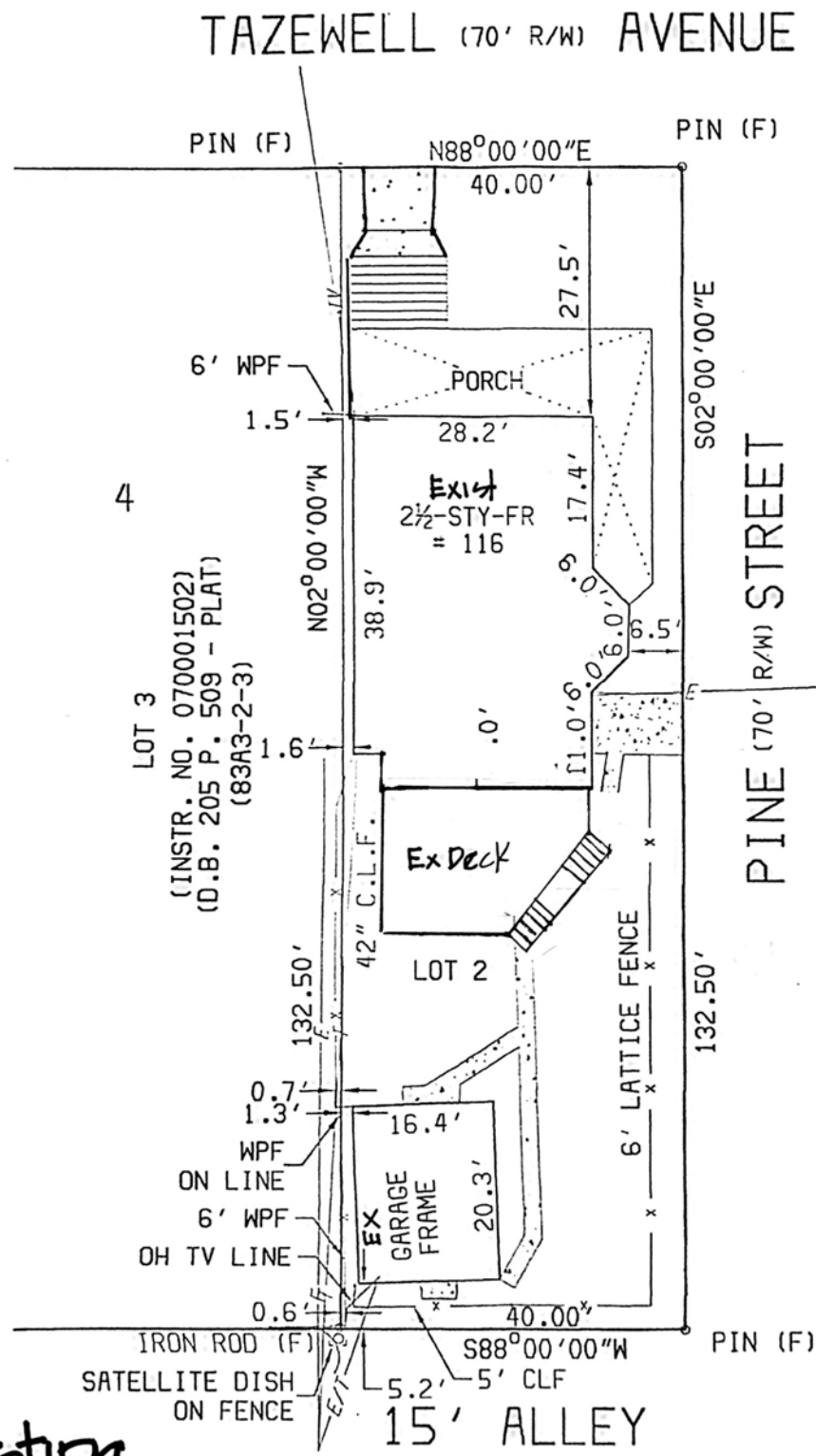
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Existing
Site Plan

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TAZEWELL (70' R/W) AVENUE

4

LOT 3
(INSTR. NO. 070001502)
(D.B. 205 P. 509 - PLAT)
(83A3-2-3)

6' WPF
1.5'

N02°00'00"W

N88°00'00"E
40.00'

27.5'

PORCH

28.2'

EXIST
2½-STY-FR
= 116

17.4'

6.0'

6.0'

6.5'

S02°00'00"E

PINE (70' R/W) STREET

EX DECK

LOT 2

132.50'

132.50'

0.7'
1.3'
WPF
ON LINE
6' WPF
OH TV LINE

0.6'

IRON ROD (F)

5.2'

15' ALLEY

S88°00'00"W

PIN (F)

NEW GARAGE

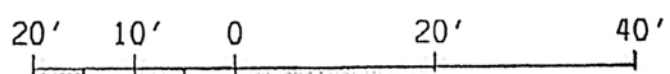
6' LATTICE FENCE

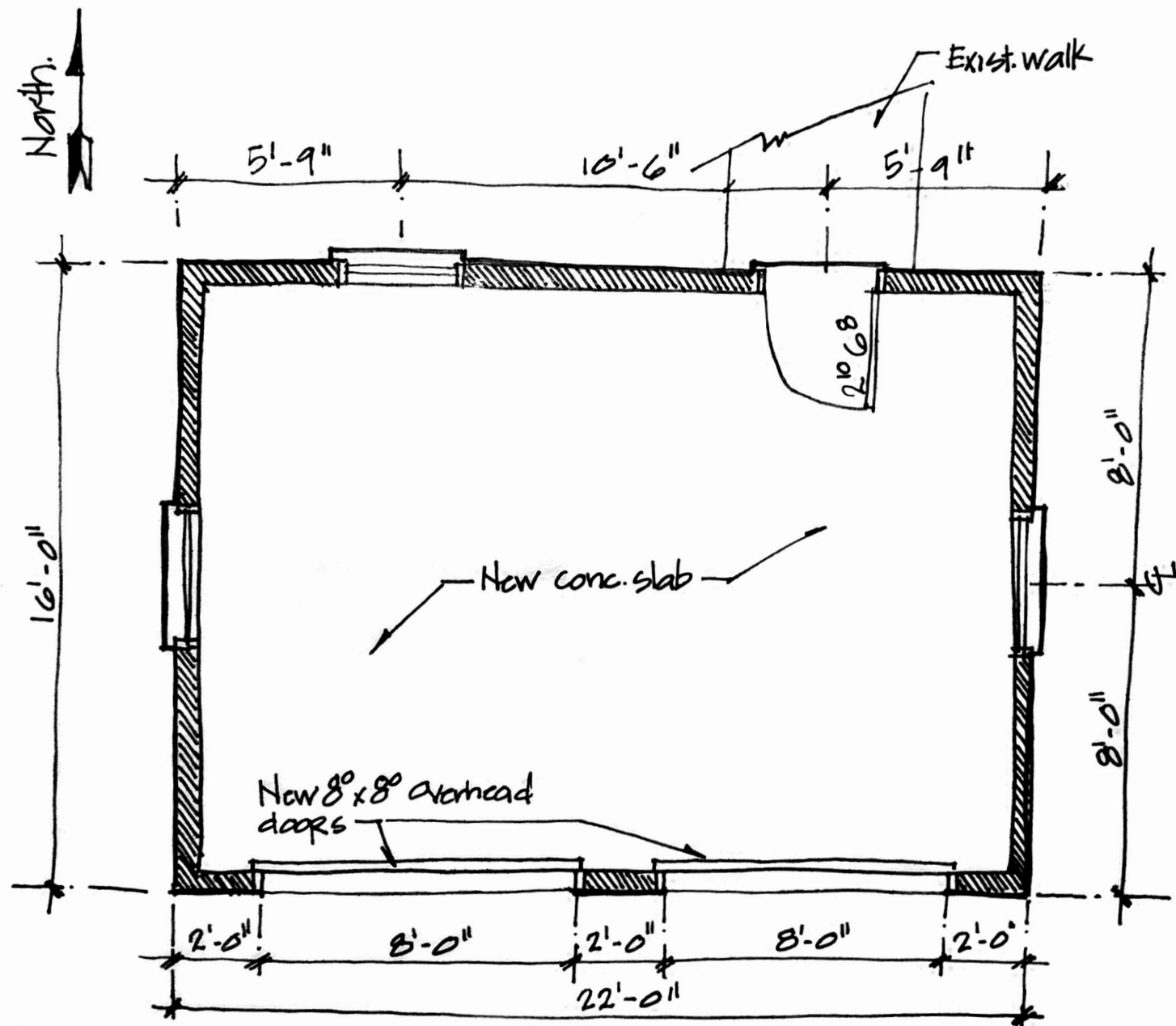
13'



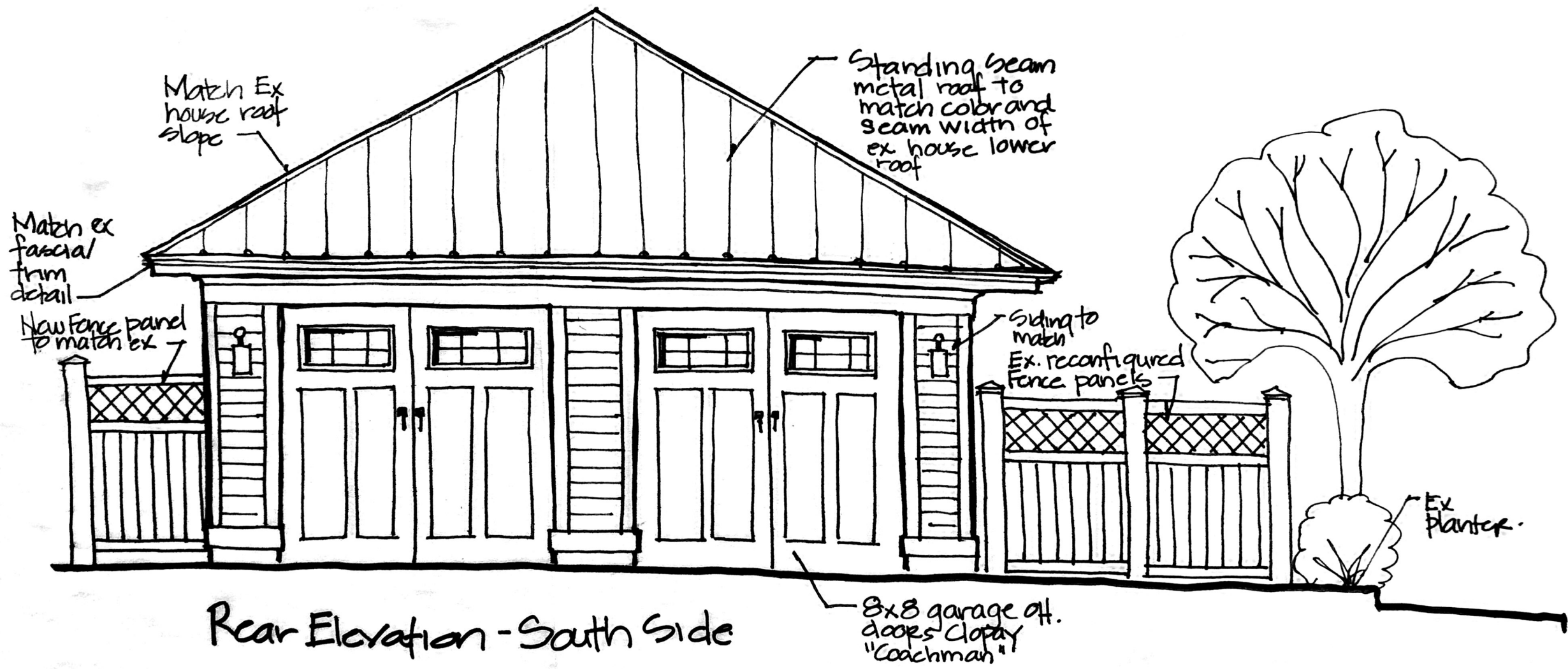
D.B. 65 P. 183 (PLAT)

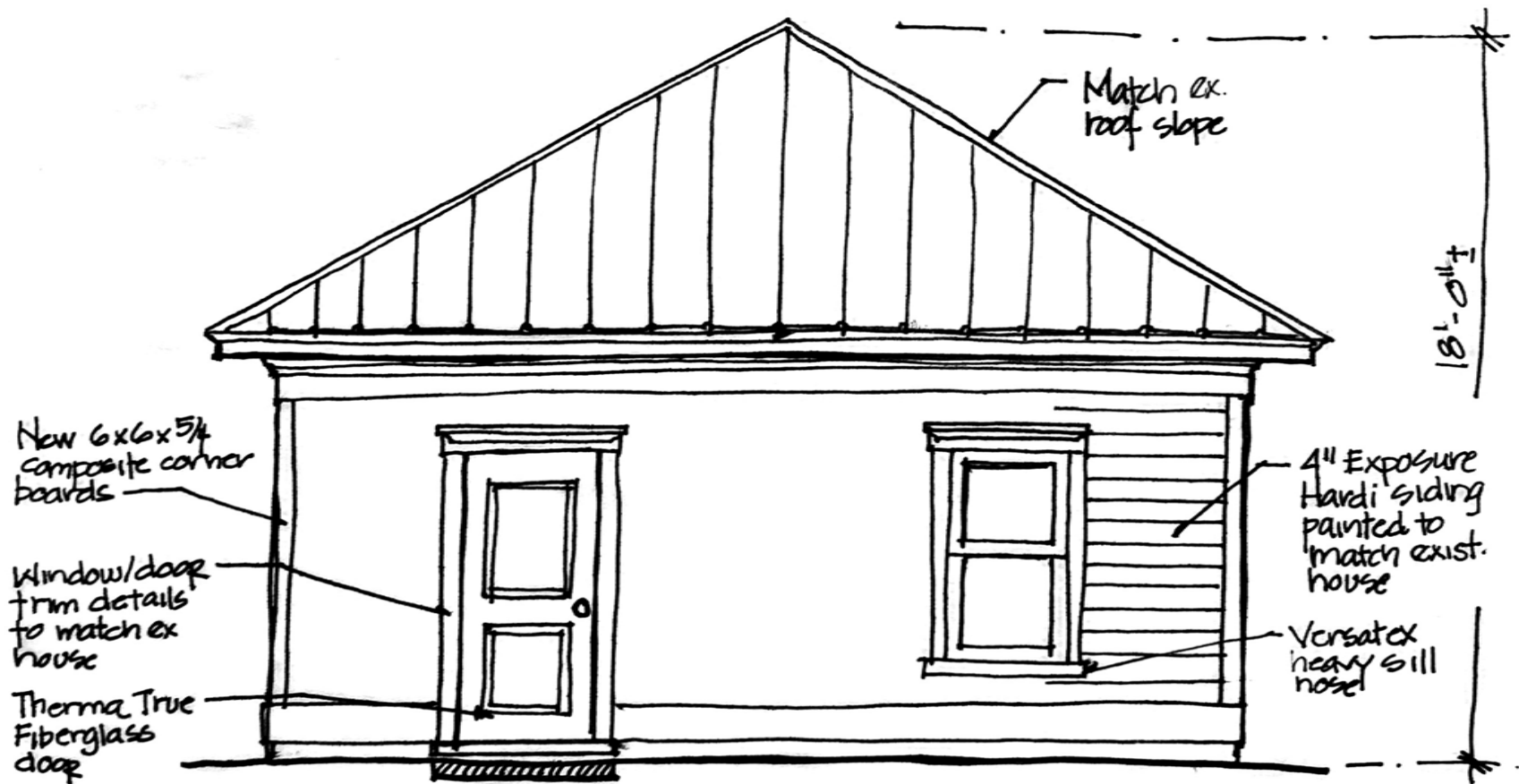
Proposed
Site Plan



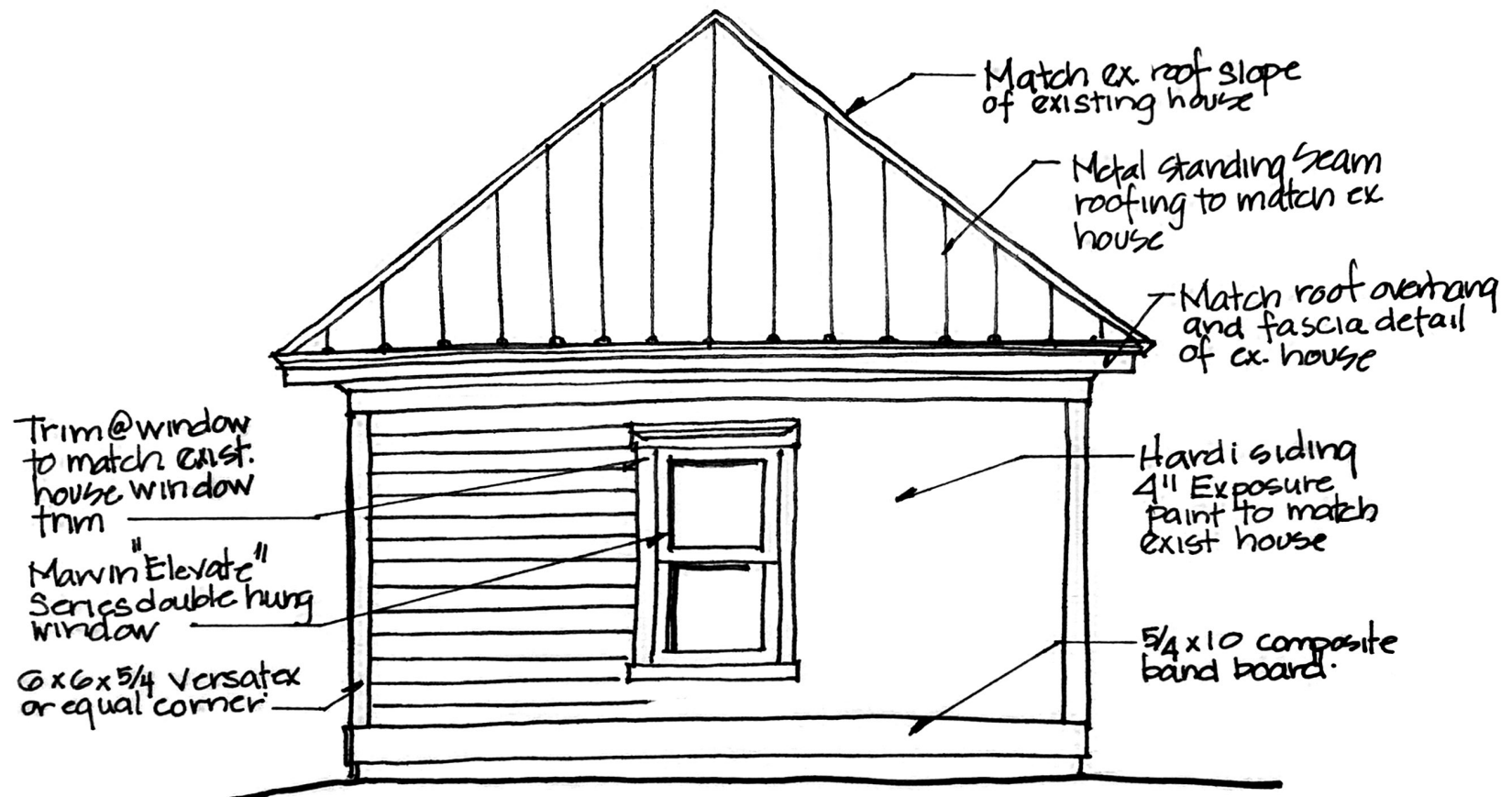


New Garage Plan





North Elevation



Side Elevation

standing seam
metal Roof

Match size
and profile
of ex crown
moldings

V.I.F

V.I.F.

V.I.F

6x6x $\frac{5}{4}$ corner
board

4" Exposure Hardi
Siding

Roof overhang Detail
 $\frac{3}{4}" = 1'-0"$



Products

Solutions

Inspiration

Why Marvin



ELEVATE

COLLECTION

Previously known as Integrity Wood-Ultrex®

Strike the perfect balance of beauty and strength

The Marvin Elevate™ collection is an ideal blend of remarkable design and superior strength, bringing balance to your style and performance needs. Proprietary fiberglass exteriors stand up to all elements, outperforming and outlasting vinyl, roll-form aluminum and other fiberglass composites. Warm wood interiors add timeless beauty, while resilient, long-lasting fiberglass stays strong in even the toughest conditions.

VIEW ALL ELEVATE
PRODUCTS



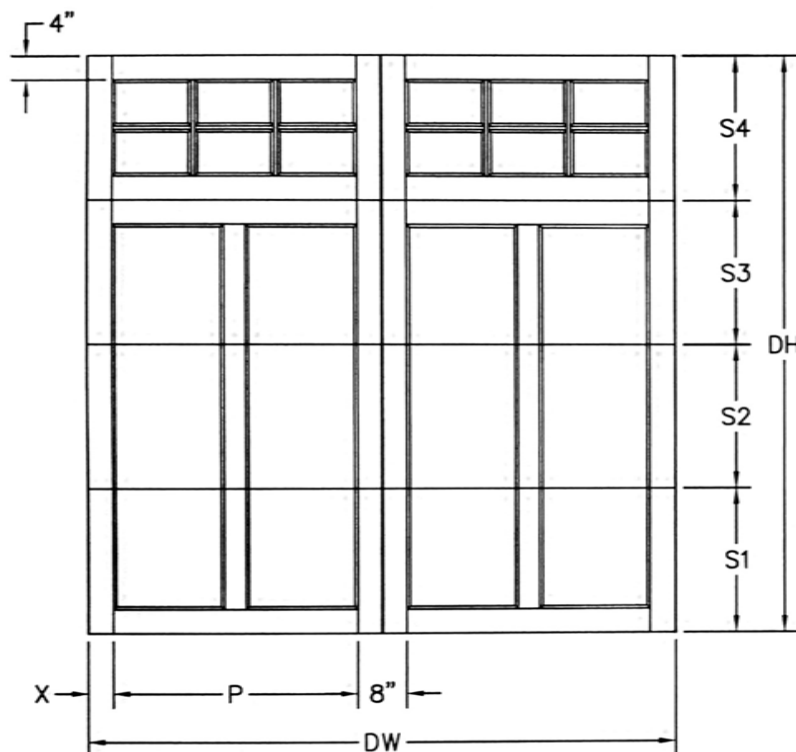
Window Spec

REVISIONS		
REV. No.	DATE	DESCRIPTION
00	03/13/13	RELEASED
01	07/30/13	UPDATED NOTES

NOTES:

- 1.) CUSTOMER TO SELECT TRACK AND COUNTERBALANCE OPTIONS WHEN PLACING ORDER.
- 2.) STANDARD DOOR CONFIGURATION INCLUDES ONE SLIDE LOCK. OTHER LOCK OPTIONS ARE AVAILABLE.

TOP SECTION OPTION: SQ23



DW	X	P
6'-2"	4.144"	28.856"
6'-4"	5.144"	28.856"
7'-2"	SEE SHEET 2	
7'-6"	4.144"	36.856"
7'-8"	5.144"	36.856"
8'-0"	4.144"	39.856"
8'-2"	5.144"	39.856"
8'-6"	SEE SHEET 2	
9'-0"	4.144"	45.856"
9'-2"	5.144"	45.856"
10'-0"	SEE SHEET 2	

DH	S1	S2	S3	S4
6'-3"	NOT AVAILABLE			
6'-6"	18"	18"	18"	24"
6'-9"	18"	21"	18"	24"
7'-0"	18"	24"	18"	24"
7'-3"	21"	21"	21"	24"
7'-6"	24"	18"	24"	24"
7'-9"	24"	21"	24"	24"
8'-0"	24"	24"	24"	24"

Clopay®
Building Products Company

FRONT ELEVATION
VIEW DRAWING

IMPORTANT: This document must be signed and returned prior to any fabrication. Please reference this drawing number on all correspondence. Thank you!

NOTICE: Confidential/Proprietary information of CLOPAY BUILDING PRODUCTS CO. is contained herein and may not be disclosed, used, duplicated, made available, or distributed without its prior consent. Failure to observe this notice may result in liability for any damages and losses resulting therefrom.

DRAWN BY: SQB

DATE: 03/13/13

APPROVAL SIGNATURE:

APPROVAL DATE:

CUSTOMER: COACHMAN SERIES

JOB: FRONT ELEVATION

CSR/DC: TROY, OHIO

DRAWING NUMBER:

C4K-2P-4S-12-SQ23

REV. 01

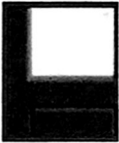
SHEET: 1 of 2

THERMA-TRU

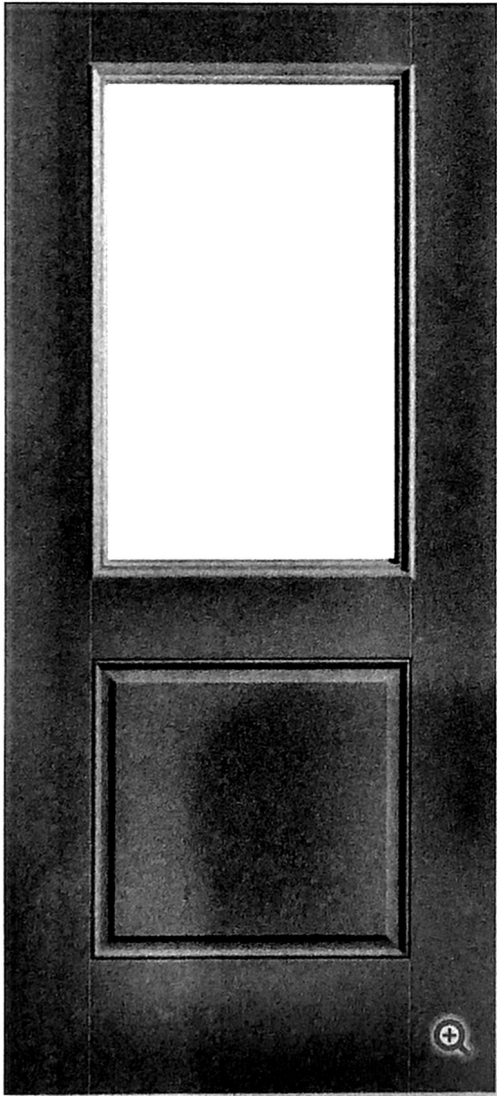
FIND INSPIRATIONEXPLORE PRODUCTSTECHNICAL INFORMATIONWHERE TO BUY

Search for door

Q



SHARE



Smooth-Star®



Half Lite 1 Panel | Style No. S6021 6

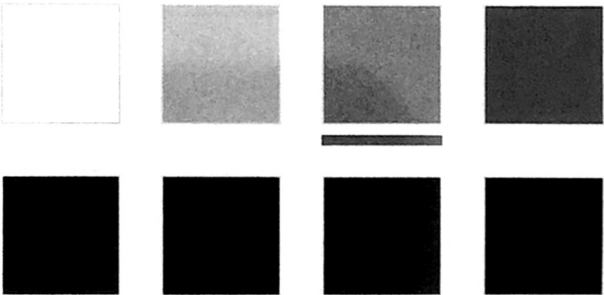
★★★★ 3.9 (14) [Write a review](#)

6 Available Sizes ⓘ



VIEW ON HOME

THERMA-TRU VIBRANT PAINT OPTIONS



Looking for more information on finishing options? Check out our [finishing page](#) and learn how you can use finish to make your house a home with Therma-Tru.

GLASS OPTIONS ⓘ

Clear

Clear 1 Lite No Grid

HARDIEPLANK LAP SIDING

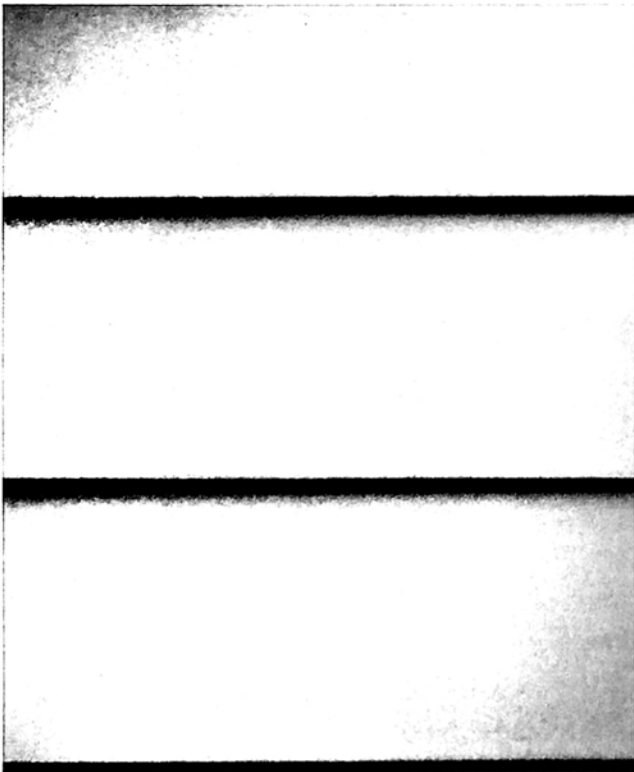


Not finding the color you're looking for:

+ See More Color Options

PRIMED FOR PAINT

James Hardie's primed for paint collection gives you the power to choose paint for your home's exterior. It's primed. It's ready for field painting. It's a durable, high-performance canvas.



AVAILABLE SIZES

THICKNESS:	0.312"	
LENGTH:	144" boards	
WIDTHS:	6.25"	8.25"
EXPOSURES:	5"	7"
	12"	5.25"
	10.75"	4"
	7.25"	9.25"
	6"	8"



Warranty Information >

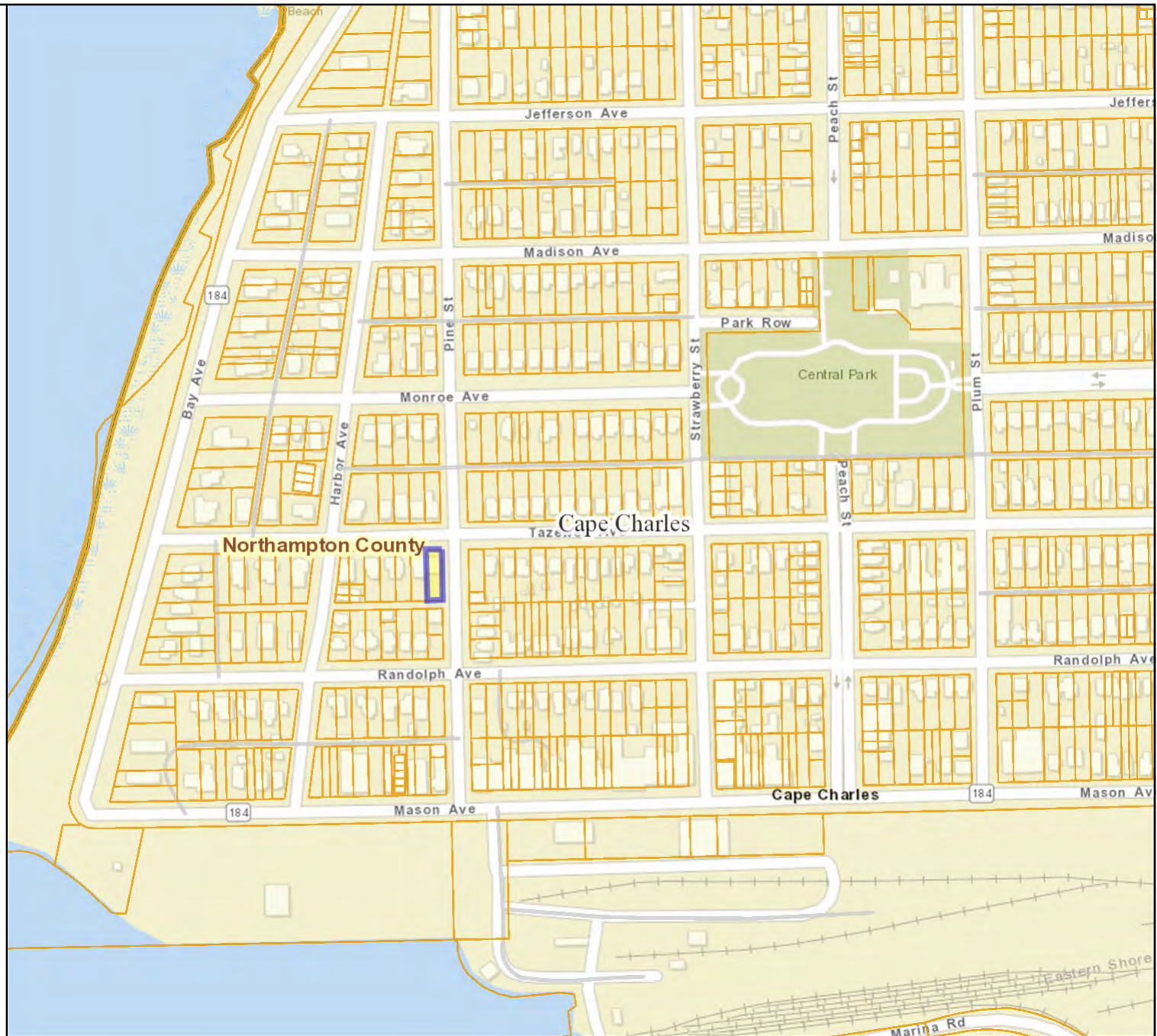
Request a Quote >

Request a Sample >

Northampton County, Virginia

Legend

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



Map Printed from Northampton
<https://parcelviewer.geodecisions.com/Northampton/>

Feet
0 100 200 300 400
1:4,514 / 1"=376 Feet

Title: 116 Tazewell Avenue

Date: 4/2/2021

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: April 20, 2021

Item #: 6I – 547 Mason Avenue

Prepared by: Katie H. Nunez, Interim Planning/Zoning Administrator

Date: April 13, 2021

APPLICANT: Arnold Fuog/ Maureen Welch

SITE ADDRESS: 547 Mason Avenue

TAX MAP: 83A3-1-563B

LOT SIZE: 2,752 sq. ft.

TYPE OF APPLICATION: Certificate of Appropriateness

WORK TO BE PERFORMED: Replace wood siding on the front of the house; uncover window on front attic; restoration of wood side on east & west sides; replace wood side on back of the house; exterior trim

CURRENT ZONING: Commercial-1 (C-1)

HISTORIC REGISTER: CONTRIBUTING STRUCTURE
DESCRIPTION: ca. 1900 gabled ell frame dwelling

DATE APPLICATION RECEIVED: February 22, 2021

PRE-APPLICATION MTG: April 20, 2021

DATE APPLICATION DEEMED COMPLETE:

LEGAL DEADLINE: HDRB Decision (60 Days from Complete Application):

The applicant is seeking to replace the dry, rotted wood siding on the front of the house (approximately 20% of the siding on the original house) with hardie board planks with exposure to match the existing wood and to properly ventilate by exposing the window on the front of the house in the attic that is currently covered up; exterior restoration of original wood siding the on the east and west sides of the original building (over 50% of the siding on original house) & exterior trim for all windows and doors to be trimmed in solid wood; and replacement of dry rotted wood siding on the back addition of the house with hardie board plans with exposure to match the existing wood.

This property has obtained two Certificates of Appropriateness from the HDRB in 2018 & 2019 but not for the scope of work contained in this application. On November 18, 2020, the Town issued a Stop Work Order on this property for the work occurring on the siding without permits from the Town. This application is a direct result of that enforcement action in order to remedy this situation.

MATERIALS:

Siding: Hardie Board Planks; restoration of original wood siding

Trim: solid wood

STAFF ANALYSIS

ZONING COMPLIANCE

The proposed scope of work does not alter or enlarge the size of the structure and the application meets the requirement of the zoning ordinance.

Any property within the Historic District Overlay is required to meet the Historic District Guidelines, which are superimposed on the underlying zoning district regulations.

HISTORIC DISTRICT GUIDELINES

SIDING:

Page 54: Unless rotted beyond repair always retain wood as the dominant framing, cladding, and decorative material for Cape Charles historic buildings. Retain wood features that define the overall character of the building. Repair rotted sections with new wood, epoxy consolidates, or fillers. Consider using wood as the dominant cladding and decorative material for new construction. New wood surfaces should be painted rather than left with a natural finish. In order to retain the architectural integrity of both the individual building and the district, replace wood elements only when they are rotted beyond repair and such condition is documented by a licensed architect or engineer.

Page 57: Item 2: Remove synthetic siding and restore original building material if possible.

Item 5: 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.

WINDOWS & DOORS: *Page 41, Item 3: Uncover and repair covered-up windows and doors. Reinstall any windows and doors that have been removed.*

STAFF RECOMMENDATION:

Staff is requesting the HDRB to review the application material submitted by the applicant and determine if the materials and scope of work proposed to restore and/or replace the siding on the structure is within the Historic District guidelines.

Staff is prepared to assist the Board in developing any motions, if required.

The Historic District Review Board makes the final determination on whether or not a Certificate of Appropriateness will be issued for this project and may impose conditions on an approval.

Attachments:

Attachment 1 – Application and Documents



PRE-APPLICATION INFORMATION FORM

Town of Cape Charles
2 Plum Street
Cape Charles, VA 23310
757-331-2036 Fax: 757-331-4820
plannertech@capecharles.org

received
02/22/2021

APPLICANT INFORMATION

Name: Arnold Fuog / Maureen Welch
Mailing Address: PO Box 953 Eastville VA 23347
Phone Number: 732-757-6665 Email: ArnoldFuog@gmail.com

PROJECT SUMMARY

Address of Project: replacement of dry rotted wood siding
Application Type (rezoning, variance, etc.): repair
Total Acreage of Project: NA

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

- replacement of dry rotted wood siding on the front of the house (Approximately 20% of the siding on original house) with handie board planks with exposure to match existing wood
- Properly ventilate by exposing the window on the front of the house in the attic that was covered up when the house was vinyl sided
- Exterior restoration of original wood siding on east and west sides of the original building (over 50% of the siding on original house)
- Exterior trim for all windows and doors trimmed in solid wood
- Replacement of dry rotted wood siding on the back addition of the house with handie board planks with exposure to match existing wood

Signature of Applicant: Arnold Fuog Date: Feb 22-2021

For Internal Use Only:

Pre-Application Meeting Date: _____

Staff Printed Name: _____ Signed: _____

HDRB Rep Printed Name: _____ Signed: _____



CERTIFICATE OF APPROPRIATENESS APPLICATION

Town of Cape Charles
2 Plum Street
Cape Charles, VA 23310
757-331-3259 x24

plannertech@capecharles.org

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

- | | |
|---|--|
| ☒ Completed application | ☒ Photos/elevations of existing structure |
| ☒ Letter of intent clearly explaining project | ☒ Photos/elevations of proposed project |
| NA ☐ Existing site plan or survey | ☒ Proposed materials/spec sheets, samples |
| NA ☐ Proposed site plan or survey (if applicable) | ☒ 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: reside 547 MASON AVE
Property Address: 547 MASON AVE
Brief Description of Project: reside 547 MASON AVE
Zoning District: CR Current Use: residential Proposed Use: SAME

OWNER INFORMATION

Name and Company: Arnold Fuog/Maureen Welch
Mailing Address: PO BOX 953 EASTVILLE VA 23347
Phone Number: 732-757-6665 Email: ArnoldFuog@gmail.com

APPLICANT INFORMATION

☒ check here if applicant is owner

Name: Arnold Fuog
Mailing Address: PO BOX 953 EASTVILLE VA 23347
Phone Number: 732-757-6665 Email: ArnoldFuog@gmail.com

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: Arnold Fuog Date: Feb 22-2021

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

APPLICANT INFORMATION

Name: *Arnold Fuog*

Mailing Address: *P.O. Box 953, Eastville VA 23347*

Phone Number: *(732) 757-6665* **Email:** *arnaldfuog@gmail.com*

PROJECT SUMMARY

Address of Project: *547 Mason Avenue Cape Charles VA 23310*

Application Type (rezoning, variance, etc.): *Certificate of Appropriateness for the Historic District Review Board*

Total Acreage of Project: *.08 acres 25' x 140' lot*

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

- Replacement of dry rotted wood siding on the front of the house (approximately 20 % of the siding on original house) with hardie board planks with exposure to match existing wood
- Properly ventilate by exposing the window on the front of the house in the attic that was covered up when the house was vinyl sided
- Exterior restoration of original wood siding on east and west sides of the original building (over 50 % of the siding on original house)
- Exterior trim for all windows and doors trimmed in solid wood
- Replacement of dry rotted wood siding on the back addition of the house with hardie board planks with exposure to match existing wood

Signature of Applicant:

A handwritten signature in black ink, appearing to read "Arnold Fuog", with a long, sweeping horizontal stroke extending to the right.

**Concept Plan
Pre Application**

*Arnold Fuog
547 Mason Avenue
Cape Charles, VA 23310*



- Replacement of dry rotted wood siding on the front of the house (approximately 20 % of the siding on original house) with hardie board planks with exposure to match existing wood
- Properly ventilate by exposing the window on the front of the house in the attic that was covered up when the house was vinyl sided



- Exterior restoration of original wood siding on east and west sides of the original building (over 50 % of the siding on original house)
- Exterior trim for all windows and doors to be trimmed in solid wood



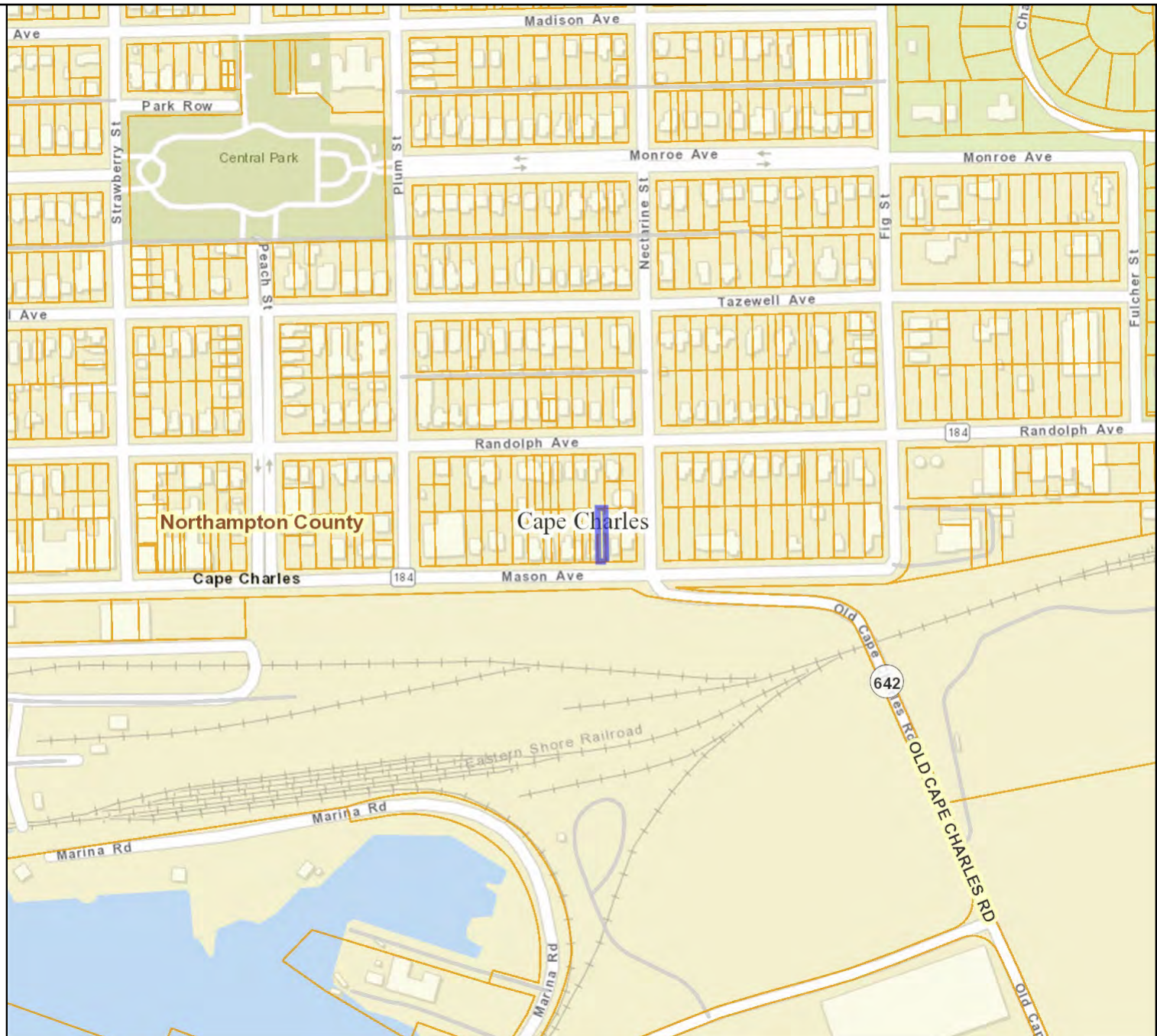
- Replacement of dry rotted wood siding on the back addition of the house with hardie board planks with exposure to match existing wood



Northampton County, Virginia

Legend

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



Map Printed from Northampton
<https://parcelviewer.geodecisions.com/Northampton/>

Feet
0 100 200 300 400
1:4,514 / 1"=376 Feet

Title: 547 Mason Avenue

Date: 4/2/2021

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HISTORIC DISTRICT REVIEW BOARD STAFF REPORT

Meeting Date: April 20, 2021

Item #: 6J – 114 Pine Street

Prepared by: Katie H. Nunez, Interim Planning/Zoning Administrator

Date: April 13, 2021

APPLICANT: Barrett Cree
SITE ADDRESS: 114 Pine Street
TAX MAP: 83A3-13-A
LOT SIZE: 3,944 sq. ft.

TYPE OF APPLICATION: Certificate of Appropriateness
WORK TO BE PERFORMED: Front Porch & Addition
CURRENT ZONING: Residential-1 (R-1)
HISTORIC REGISTER: NON-CONTRIBUTING
STRUCTURE
DESCRIPTION: 1960s Ranch-style frame dwelling

DATE APPLICATION RECEIVED: March 30, 2021

PRE-APPLICATION MTG: April 20, 2021

DATE APPLICATION DEEMED COMPLETE:

LEGAL DEADLINE: HDRB Decision (60 Days from Complete Application):

On January 16, 2018, the HDRB approved a Certificate of Appropriateness to Barrett Cree at this property for a rear addition and side porch; he also obtained a variance from the Board of Zoning Appeals on February 5, 2018 for relief from the rear yard setback which was a necessary approval to execute the scope of work indicated to the HDRB. (Attached are materials from those meetings).

However, Mr. Cree did not proceed in a timely fashion and the HDRB Certificate of Appropriateness expired.

Last month, a complaint was received by the office regarding fencing that Mr. Cree was installing. As result of that, staff discussed with Mr. Cree about the prior approvals issued by the Town, including a building permit, and the fact that they had all expired and none of the applied for work had been completed. Mr. Cree indicated that he had a series of personal issues that took precedence and was unable to work on this property. However, he was desirous of still doing the same project as previously approved and asked how he could bring this forward again.

I indicated that he could resubmit the same paperwork that he submitted in 2018 with an updated application form and I would request the HDRB to consider re-issuing the Certificate of Appropriateness that was approved on 1/16/2018 for the same scope of work previously discussed for a rear addition and side porch.

STAFF ANALYSIS**ZONING COMPLIANCE**

This matter was previously applied for in 2018 and a zoning clearance was approved following the Board of Zoning Appeals approval for relief from the rear setback requirement. The zoning ordinance has not changed since that approval and this application is compliant with the requirements of the zoning ordinance.

Any property within the Historic District Overlay is required to meet the Historic District Guidelines, which are superimposed on the underlying zoning district regulations.

STAFF RECOMMENDATION:

Staff is requesting the HDRB to re-review the application material submitted by the applicant and determine if the materials and scope of work proposed to add an addition and porch are still consistent with the Historic District guidelines and consider re-approving the Certificate of Appropriateness for this property.

Staff is prepared to assist the Board in developing any motions, if required.

The Historic District Review Board makes the final determination on whether or not a Certificate of Appropriateness will be issued for this project and may impose conditions on an approval.

Attachments:

Attachment 1 – Application and Documents

Attachment 2 – Minutes of HDRB Meeting of 1/16/2018 & Minutes of BZA Meeting of 2/5/2015



HISTORIC DISTRICT REVIEW BOARD

Regular Meeting
Cape Charles Civic Center
January 16, 2018
6:00 p.m.

At 6:00 p.m., Chairman Joe Fehrer, having established a quorum, called to order the Regular Meeting of the Historic District Review Board (HDRB). In addition to Joe Fehrer, present were Terry Strub, Sandra Salopek, David Gay, and John Caton. Also in attendance were Town Planner Larry DiRe, Assistant Town Clerk Tracy Outten and the applicants. There were three members of the public in attendance.

Chairman Joe Fehrer started the HDRB Regular meeting with a moment of silence and the recitation of the Pledge of Allegiance.

CONSENT AGENDA:

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

The HDRB reviewed the minutes from the December 12, 2017 Regular Meeting.

Joe Fehrer pointed out his name needed to be removed from the second sentence of the introduction paragraph and replaced with John Caton.

Motion made by Sandra Salopek, seconded by Terry Strub, to accept the minutes of the December 12, 2017 Regular Meeting as amended. The motion was unanimously approved.

NEW BUSINESS:

A. Application for Certificate of Appropriateness for 212 Bay Avenue – new roof dormers and rear skylight.

Sean Ingram, contractor, outlined the work being reviewed. Joe Fehrer wanted to know if the new dormer would look like the existing dormer. Sean Ingram stated all new replacements or additions material would match or come as close to possible as the original. David Gay said the new siding color needed to be dark to match the existing color. Sean Ingram searched the site on his phone and found the color Iron Gray.

Motion made by Terry Strub, seconded by John Caton, to approve the Application for the Certificate of Appropriateness at 212 Bay Avenue for new roof dormers and rear skylight on the single-family dwelling as presented with the agreement that the Hardi Siding color Iron Gray was to be used. The motion was approved by unanimous vote.

B. Application for Certificate of Appropriateness for 111-113 Peach Street – second-floor rear addition, re-siding, front porch changes, and brick steps on a duplex dwelling unit.

Sean Ingram, contractor, showed the board a picture of the proposed work and pictures of different roof pitches. (Please see attached.) Sean Ingram added that all changes to the home would be aesthetically pleasing. Joe Fehrer stated that he had serious reservations about changing the front of the house explaining that altered structures lost their historic concept. Sean Ingram said he sympathized, but the existing roof pitch was not up to code and had structural issues. Sandra Salopek asked if the second floor windows would be changed and if shutters were going to be added. Sean Ingram answered second floor windows would not be changed and shutters were not listed in the contract. There was some discussion on the front porch changes.

Motion made by Terry Strub, seconded by John Caton, to approve the Application for the Certificate of Appropriateness at 111-113 Peach Avenue for a second-floor rear addition, re-siding, front porch changes, and brick steps on the duplex dwelling unit as presented with the exception that shutters had to be usable. The motion was defeated with Joe Fehrer, Sandra Salopek, and David Gay opposed.

David Gay suggested to Sean Ingram to reduce the roof pitch from 6 to 4. Joe Fehrer requested that the board's concerns be taken back to the owner. Sean Ingram informed the board other homes in town had been dramatically changed and his reasoning for a 6 pitch roof had to do with more than just the way it looked. Sean Ingram would talk to the owners about the concerns.

- C. *Application for Certificate of Appropriateness for 219 Tazewell Avenue – porch renovation to single-family dwelling.*

Sean Ingram, contractor, described the proposed porch renovations.

Motion made by John Caton, seconded by Terry Strub, to approve the Application for the Certificate of Appropriateness at 219 Tazewell Avenue for porch renovations on the single-family dwelling as presented. The motion was approved by unanimous vote.

- D. *Application for Certificate of Appropriateness for 1 Pine Street – exterior changes to a commercial building.*

Bill Parr, realtor for Beach Town, LLC, informed the board that this project was previously approved in 2013 but the Certificate of Appropriateness had expired. The door design and brick color were briefly discussed.

Motion made by Terry Strub, seconded by David Gay, to approve the Application for the Certificate of Appropriateness at 1 Pine Street for exterior changes to the commercial building as presented with the exception that the brick would not be painted. The motion was approved by unanimous vote.

- E. *Application for Certificate of Appropriateness for 114 Pine Street – addition of rear addition and porch.*

Barrett Cree, owner, explained the additional side porch would add outdoor living to his home. Larry DiRe gave the background on this property and informed the board Barrett Cree would be coming to this board again if the Board of Zoning Appeals approved his variance. David Gay recommended 6X6 square columns.

Motion made by David Gay, seconded by Terry Strub, to approve the Application for the Certificate of Appropriateness at 114 Pine Street for a rear addition and porch on the single-family dwelling as presented. The motion was approved by unanimous vote.

- F. *Application for Certificate of Appropriateness for 611 Randolph Avenue – doors and windows, front porch decorative trim.*

Mary Kanaskie and Samuel Osmolenski, owner and contractor, asked the board if they had questions or needed to know more. Samuel Osmolenski would like to restore the façade to what it once was. After the board discussed the application Joe Fehrer said the only issue was adding the decorative trim. Samuel Osmolenski said surrounding houses did have decorative trim and he assured the board it would be discrete.

Motion made by David Gay, seconded by Terry Strub, to approve the Application for the Certificate of Appropriateness at 611 Randolph Avenue for doors and windows and front porch

decorative trim on the single-family dwelling as presented with the owner providing a detailed drawing and dimension scale of the trim to Larry DiRe. The motion was approved by unanimous vote.

OLD BUSINESS:

There was no old business.

OTHER BUSINESS:

- David Gay asked about the bond requirement for applicants and the board would be having a discussion at a later date.
- The tree survey was completed and David Gay was entering the data.

ANNOUNCEMENTS:

There were no announcements.

Motion made by Joe Fehrer, seconded by Terry Strub, to adjourn the January 16, 2018 Historic District Review Board Regular Meeting. The motion was unanimously approved.

Chairman Joe Fehrer

Assistant Town Clerk









Board of Zoning Appeals

Public Hearing & Meeting

Cape Charles Civic Center

February 5, 2018
10:00 a.m.

At approximately 10:00 a.m. in the Cape Charles Civic Center, Chairman Jay Wiegner called to order the Board of Zoning Appeals Public Hearing and Meeting. In attendance were Board members Diane D'Amico and Bill Murphy. Board member Pete Baumann arrived at approximately 10:10 a.m. Kevin Hoffman was not in attendance. Also present were Town Planner Larry DiRe, Assistant Town Clerk Tracy Outten and applicant, Barrett Cree. There were two members of the public in attendance.

Jay Wiegner led the Board in the recitation of the Pledge of Allegiance.

PUBLIC COMMENTS

- A. *Hear public comment on proposed variance for relief from rear yard setback regulations in the Residential – 1 District – tax map #83A3-13-A\114 Pine Street.*

There were no public comments to be heard.

- B. *Close public hearing*

Motion made by Bill Murphy, seconded by Jay Wiegner, to close the public hearing. The motion was approved by unanimous consent.

CONSENT AGENDA

Motion made by Jay Wiegner, seconded by Diane D'Amico, to accept the agenda format as presented. The motion was approved by unanimous consent.

The Board reviewed the minutes from the July 20, 2017 Public Hearing and Meeting and the October 24, 2017 Work Session.

Diane D'Amico would like future minutes to be more detailed.

Bill Murphy pointed out Jay Wiegner was the Chairman and not the Vice Chairman as stated in the first sentence of the first paragraph.

Motion made by Diane D'Amico, seconded by Bill Murphy, to approve the minutes from the July 20, 2017 Public Hearing and Meeting and the October 24, 2017 Work Session as amended. The motion was approved by unanimous consent.

NEW BUSINESS

- A. *Variance Application – relief from rear yard setback regulations in the Residential – 1 District – tax map #83A3-13-A\114 Pine Street.*

Discussion was as follows: (i) Jay Wiegner said after he reviewed this application he asked himself, if the board rejected this variance and the applicant appealed to a judge, would it be granted. (ii) Diane D'Amico asked the applicant, Barrett Cree, if he would consider changing the address so the door located on Randolph Avenue would be considered the front door and the Pine Street side of house could be made bigger. Barrett Cree said Pine Street's VDOT setback is too small and the Historic District Review Board had approved the porch; and the proposed addition would make the house more fluent. Barrett Cree stated the need for a bigger kitchen, a space for appliances, and another bathroom. (iii) Diane D'Amico asked the applicant if he would consider opening the front enclosure. Barrett Cree said no and asked if he could show the board a drawing of the proposed work. (Please see attached.) (iv) Bill Murphy said in his opinion the applicant had a hardship that his neighbors did not have due to address and

zoning issues. Diane D'Amico disagreed. (v) Pete Baumann said the zoning ordinance needed to be more direct. Bill Murphy agreed and said the criteria was vague and harsh. The board members agreed a Work Session or Special Meeting needed to be scheduled to further discuss this particular section of the zoning ordinance. (v) Bill Murphy and Jay Wiegner both agreed the proposed addition would benefit the neighborhood aesthetically. The neighbors would not be harmed and had not objected. (vi) Diane D'Amico was concerned about how much of the lot would be covered. (vii) Diane D'Amico asked Larry DiRe if an Air BNB was considered a single family home. Larry DiRe answered yes.

Motion made by Jay Wiegner, seconded by Bill Murphy, to approve relief from the rear yard setback regulations for 114 Pine Street (tax map #83A3-13-A). The motion was approved by unanimous consent.

B. 2017 Board Annual Report

Larry DiRe read the report. Diane D'Amico would like the approved variances and exceptions to be separated by bullet points and more detail to be added. Larry DiRe would add bullet points and more detail to the report to be reviewed at the next meeting.

C. Election of Chair and Vice Chair.

Jay Wiegner and Pete Baumann accepted their nominations for Chairman and Vice Chairman for the Board of Zoning Appeals.

Motion made by Bill Murphy, seconded by Diane D'Amico, to accept the nominations for Chairman and Vice Chairman for the Board of Zoning Appeals. The motion was approved by unanimous consent.

Motion made by Jay Wiegner, seconded by Pete Baumann, to adjourn the Board of Zoning Appeals Meeting. The motion was approved by unanimous consent.

Chairman Jay Wiegner

Assistant Town Clerk



PRE-APPLICATION INFORMATION FORM

Town of Cape Charles
2 Plum Street
Cape Charles, VA 23310
757-331-2036 Fax: 757-331-4820
plannertech@capecharles.org

APPLICANT INFORMATION

Name: Barrett Cur

Mailing Address: 114 Pine Street

Phone Number: 757 442-0808 Email: BarrettBlueHeron@gmail.com

PROJECT SUMMARY

Address of Project: 114 Pine Street

Application Type (rezoning, variance, etc.): _____

Total Acreage of Project: .09

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

37'5" x 12' addition = 450 SF

~~32~~ 32' x 10' each side 320 SF

Signature of Applicant: [Signature] Date: 3/30/21

For Internal Use Only:

Pre-Application Meeting Date: _____

Staff Printed Name: _____ Signed: _____

HDRB Rep Printed Name: _____ Signed: _____



CERTIFICATE OF APPROPRIATENESS APPLICATION

Town of Cape Charles
2 Plum Street
Cape Charles, VA 23310
757-331-3259 x24
plannertech@capecharles.org

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

- | | |
|--|--|
| ☒ Completed application | ☒ Photos/elevations of existing structure |
| ☒ Letter of intent clearly explaining project | ☒ Photos/elevations of proposed project |
| ☒ Existing site plan or survey | ☒ Proposed materials/spec sheets, samples |
| ☒ Proposed site plan or survey (if applicable) | ☒ 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: 114 Pine St
Property Address: 114 Pine St
Brief Description of Project: Side Porch & Addition
Zoning District: _____ Current Use: _____ Proposed Use: _____

OWNER INFORMATION

Name and Company: Barrett Creel
Mailing Address: 114 Pine St Cape Charles, VA 23310
Phone Number: 757-442-0808 Email: Barrett Creel
BarrettBlueHeron@gmail.com

APPLICANT INFORMATION

☐ check here if applicant is owner

Name: Same as Above
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: [Signature] Date: 3/30/21

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

Application for Historic District Review

Town of Cape Charles

2 Plum Street

Cape Charles, VA 23310

757-331-2036 Fax: 757-331-4820

planner@capecharles.org

Date: 3-30-2021

* Please attach checklist items

Permit No.: _____

Fee: \$100.00

Modification Fee: \$50.00

Special Meeting Fee: \$125.00

Applicant: Barrett Cree Signature: L.B. Cree
Address: PO Box 122 City: Wachapreague State: VA Zip: 23405
Telephone: 757-442-0808 Cell: _____
Email: barrettcree@gmail.com

Owner(s): _____
Address: _____ City: _____ State: _____ Zip: _____
Telephone: _____ Cell: _____
Email: _____

Contractor: Cree Contracting, Inc. [Redacted] Class A
Address: PO Box 186 City: Wachapreague State: VA Zip: 23405
Telephone: 442-0808 Cell: _____
Email: _____
Town License No.: _____ State License No.: 2705104525

Location of Improvement: 114 Pine St
Lot No.: _____ Block No.: 3rd Lot Size: 80 x 51 Lot Area: .09
Type of Improvement: Roof Replacement, Side Porch addition, Small closed in addition to the Rear of house
Proposed Use: Residential
Estimated Construction Costs: 35,000

Dimension of Structure or Improvement: 405 SF → Rear closed in addition w/12', L/33 3/4', H/15'
open side porch 320 SF Width: 10' ± Length: 32' Height: 8-10'
Total Square Footage: 605 ±

Structure of Improvement will be set back:

<u>No Change</u>	from front property line
<u>5-7'</u>	from side property line
<u>5-7'</u>	from side property line on corner lot
<u>5'</u>	from rear property line
<u>N/A</u>	from alley

Town Water Permit: _____

Town Sewer Permit: _____

Application for Historic District Review

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

Applicant Checklist:

These items must be submitted to the Town Planner no later than 14 days prior to the Historic District Review Board meeting. The Historic District Review Board meets the third Tuesday of each month.

- ☒ Completed signed application
- ☒ Application fee payable to "Town of Cape Charles"
- ☒ Site plan for any project proposing to alter the principal or accessory building footprint
- ☒ Scale drawings drawn to an appropriate scale of the site depicting the affected property and all buildings/structures
- ☒ Photos of existing/current structure
- ☒ Photos illustrating proposed project
- ☒ Material list (if applicable) including building materials, product descriptions and specifications

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.

I understand that delinquent real estate taxes must be paid before any permits will be issued per Cape Charles Town Code Sec. 66-4.

I acknowledge that I have received the checklist of items to be submitted to the Town Planner for Historic District Review Board review. Failure to comply could result in delayed application review.

Signature of Owner/Contractor: _____

114 pine St.

Description of Improvements

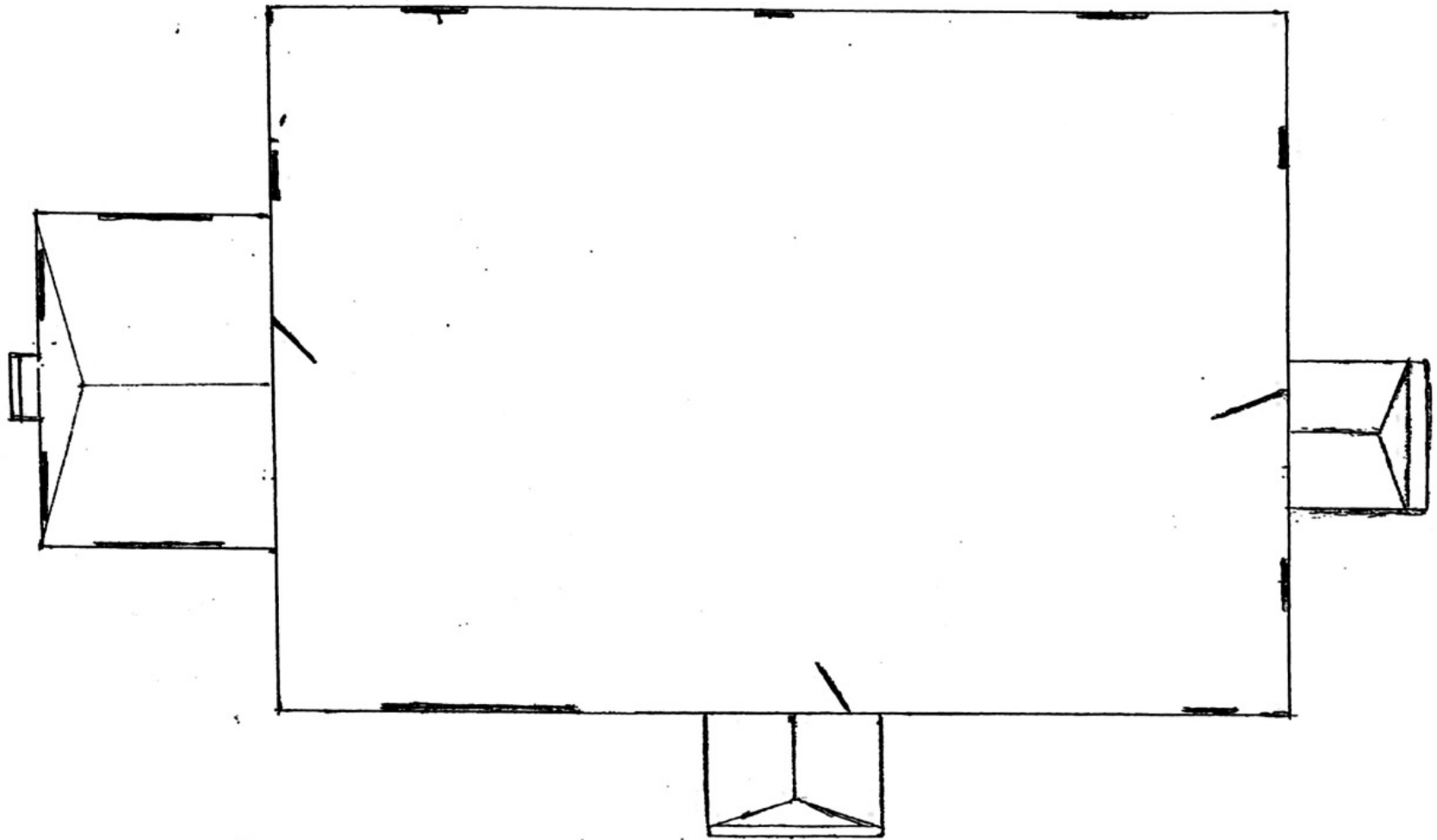
- New side porch addition. The side porch will be an Colum porch and will run the length of the existing side of the house and will extend out 10'+-. With a new attractive standing seam roof. Low growing landscape will finish off this new porch and provide outdoor, living enjoyment, as so many of the homes in town provide.
- New addition added onto the rear of the house. There is currently no eating space in this home and the washer, dryer and the hot water heater are located within the kitchen taking up most of the functioning space. Also, there is only 1 tiny bathroom for this home. This new addition would extend out 12' and would run the width of the house of approximately 35'+-. This would then provide a space for the washer, Dryer and hot water heater area. As well as provide a small eating space just off from the kitchen. And will provide a space for an additional bathroom just off from the bedroom.

Your consideration for this request would be greatly appreciated and will truly make this a comfortable and enjoyable home to live in should you grant this request which will certainly provide me that opportunity.

Thank you in advance,

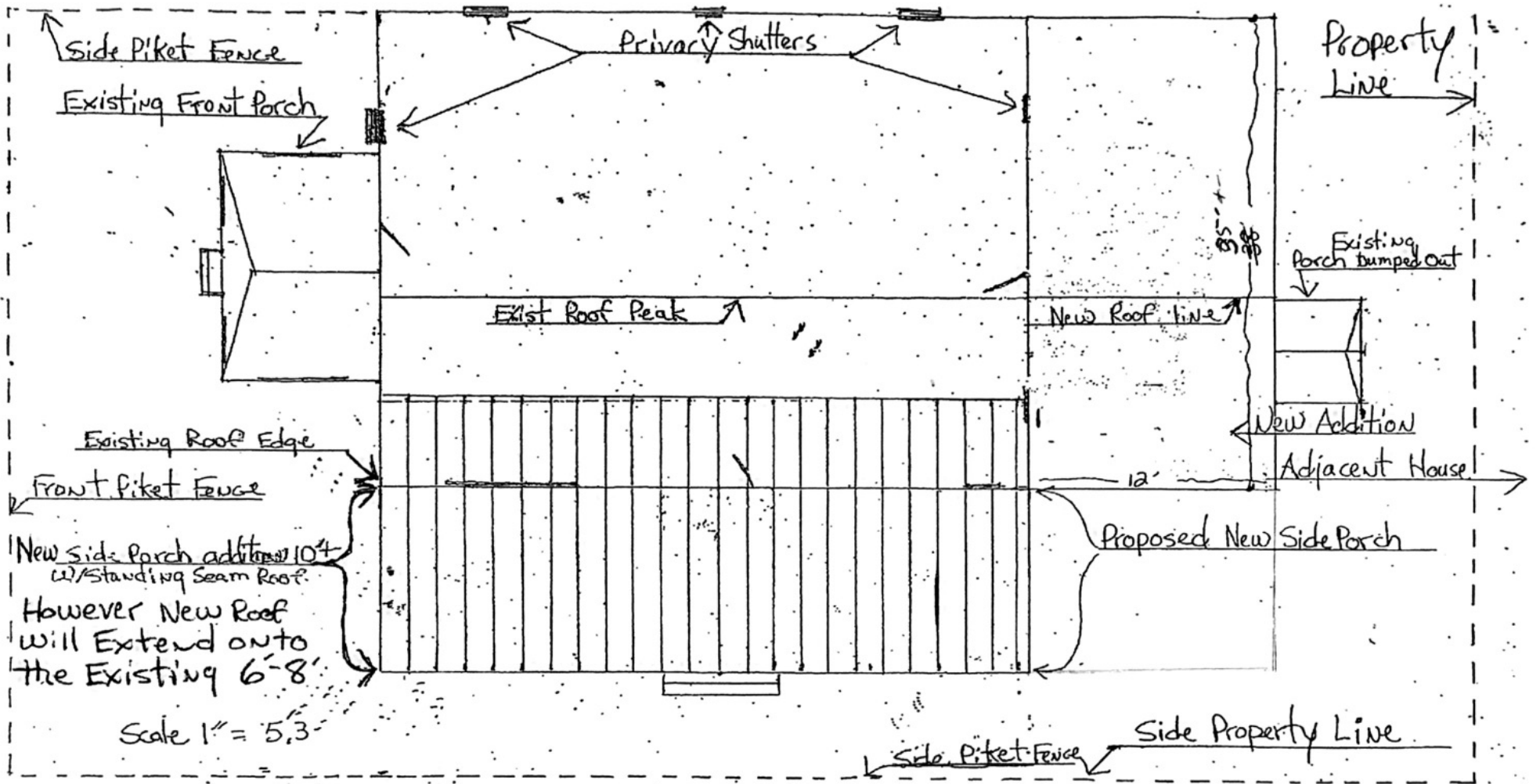


Barrett Cree



Existing
Conditions

Not to Scale



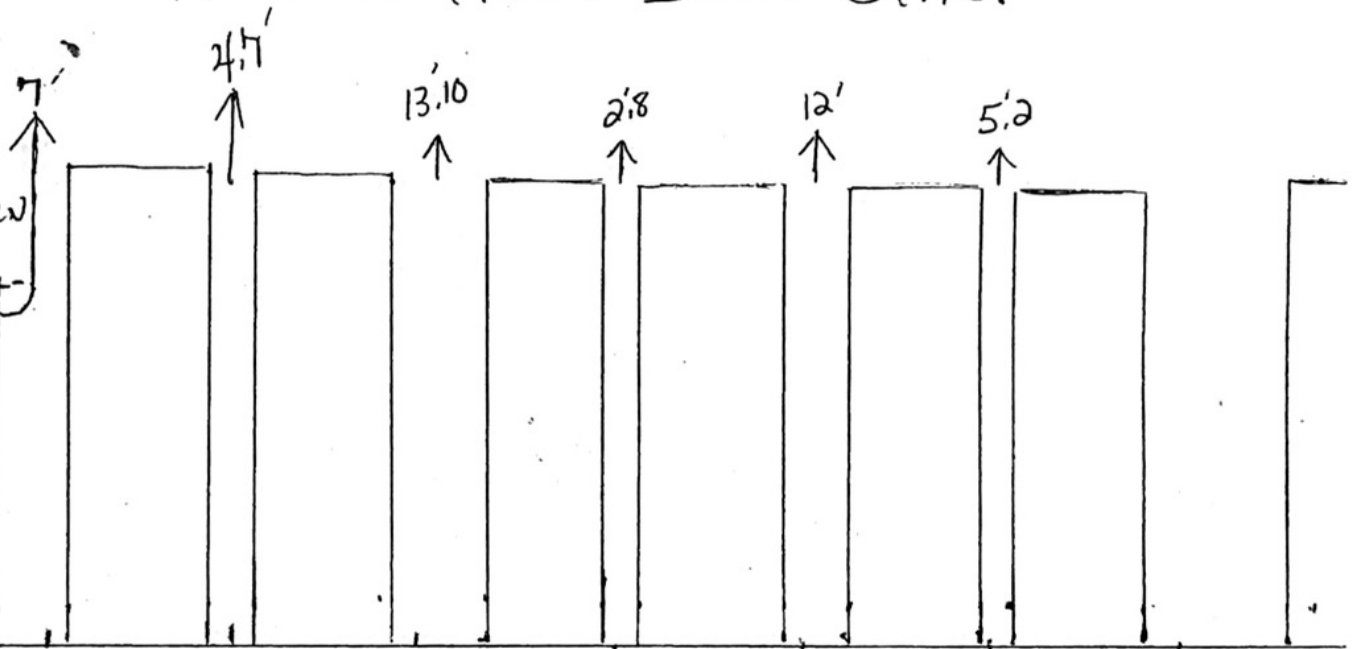
Pine Street



Current Distances/Space
Between Houses on Randoff Ave
Prevailing Distances of
Houses from Each Other

Distance between
Adjacent House
After 7' Addition

Subject
Property
After
Additions



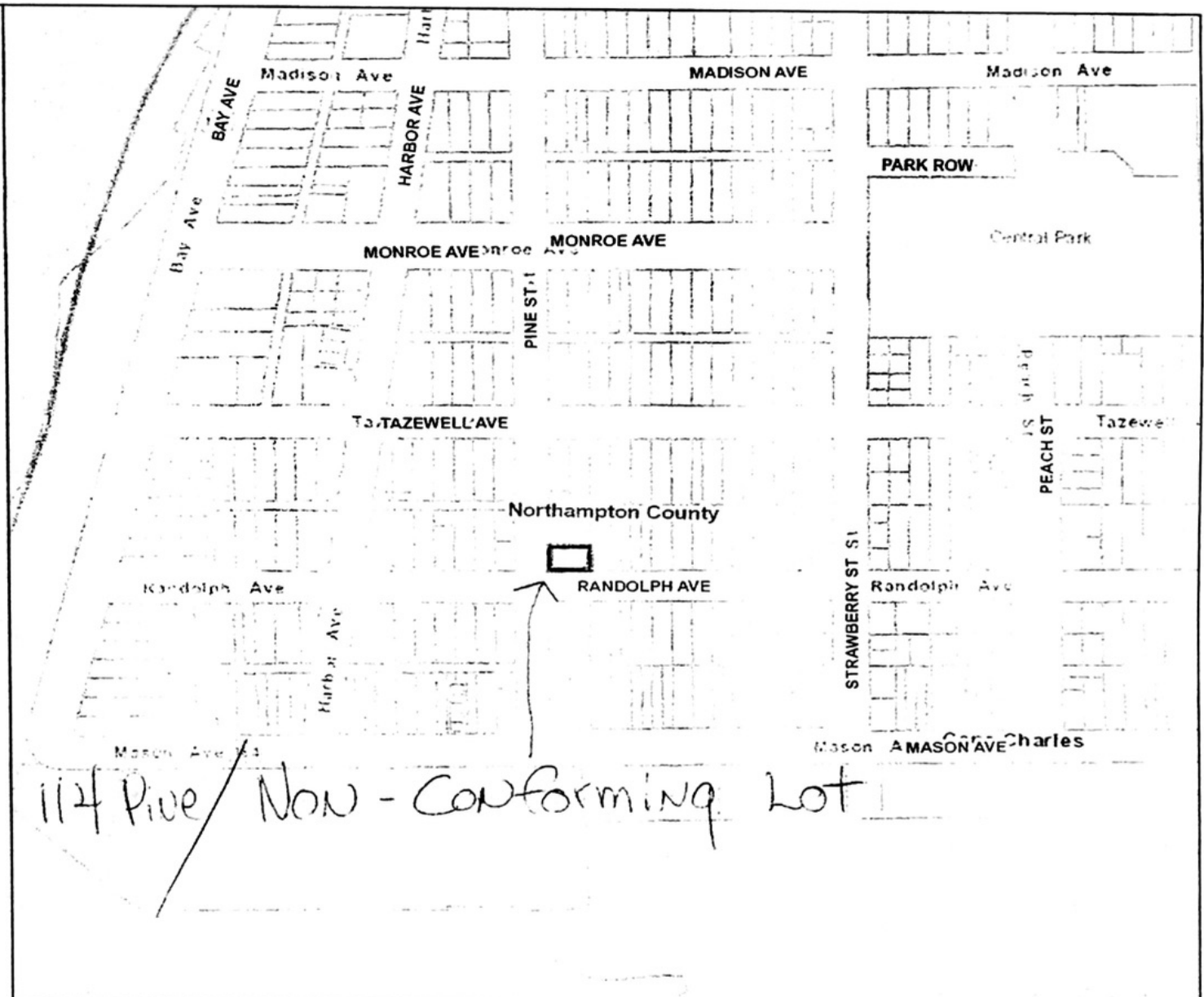
Randolph Ave

East →

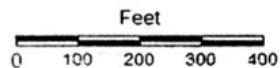
Northampton County, Virginia

Legend

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



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



Title:

Date: 12/6/2017

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.

GENERAL NOTES:

1. OWNERS: LEMOIN BARRETT CREE

2. TAX PARCELS 83A3-13-A

3. SOURCE OF TITLE: INST. 170001336

4. A SURVEY WAS PERFORMED ON THIS PROPERTY IN JANUARY 2019 WITH A BOUNDARY CLOSURE WHOSE PRECISION EXCEEDS 1:10,000

5. 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.

6. ACCORDING TO THE FEDERAL EMERGENCY MANAGEMENT AGENCY (F.E.M.A.) FLOOD INSURANCE RATE MAP COMMUNITY PANEL NO. 51131C0295F, DATED 03-02-15, THE PROPERTY SHOWN HEREON LIES IN FLOOD ZONES X & B, 2% ANNUAL CHANCE.

7. PLAT REFERENCES:
D.B. 76, P. 537 (PLAT)
D.B. 41, P. 484 (PLAT)
D.B. 311, P. 201 (PLAT)

8. AREA: 4,131 SQ. FT. (0.095 AC.)

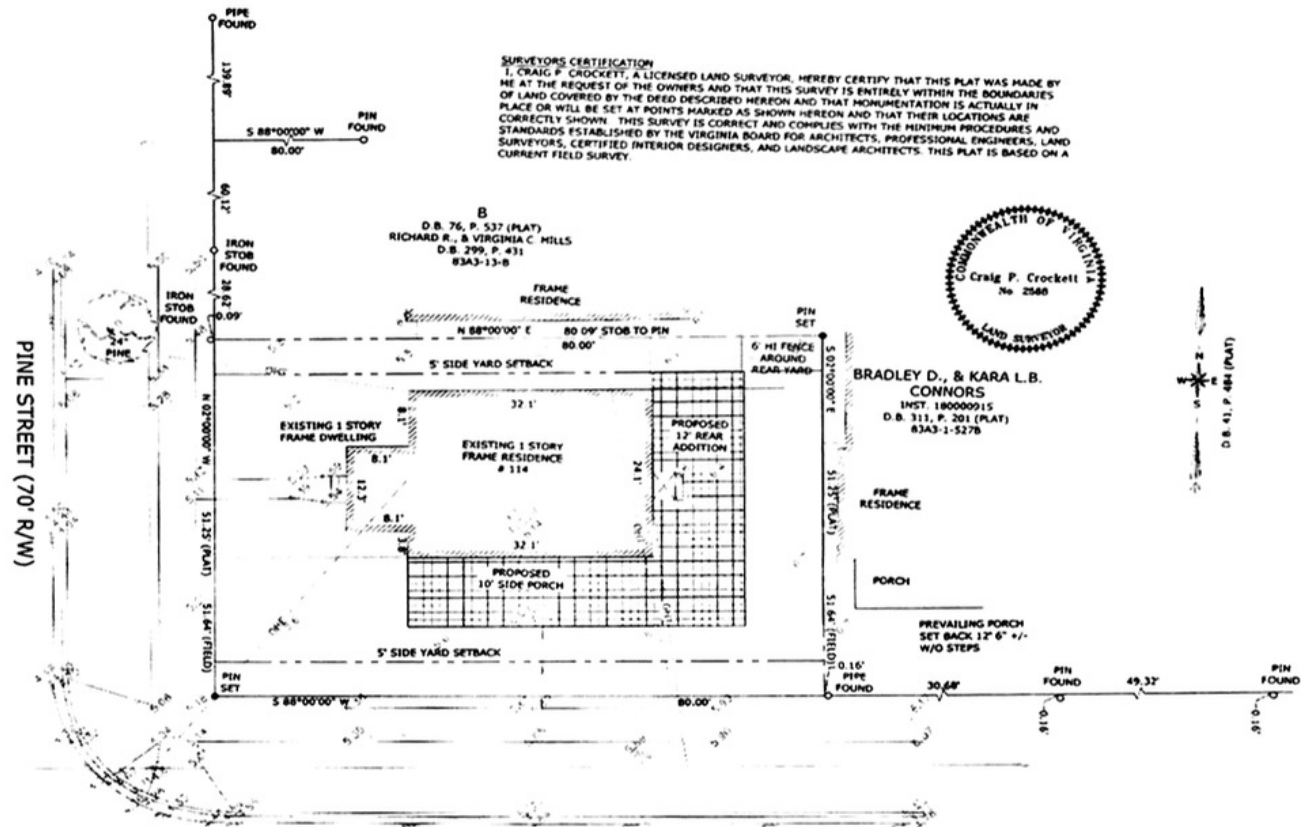
9. ELEVATIONS SHOWN HEREON ARE BASED ON NAVD 1988

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.



BRADLEY D., & KARA L.B. CONNORS
INST. 180000015
D.B. 311, P. 201 (PLAT)
83A3-1-527B

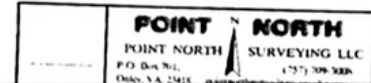


RANDOLPH AVE (70' R/W)

EXISTING LOT 4,131 SF
EXISTING 1 STORY RESIDENCE
FOOT PRINT
902 SF
LOT COVERAGE 21.8 %
NEW ADDITION 762 SF
TOTAL NEW FOOT PRINT 1664 SF
PROPOSED LOT COVERAGE 40.3%



FRONT (WEST) ELEVATION



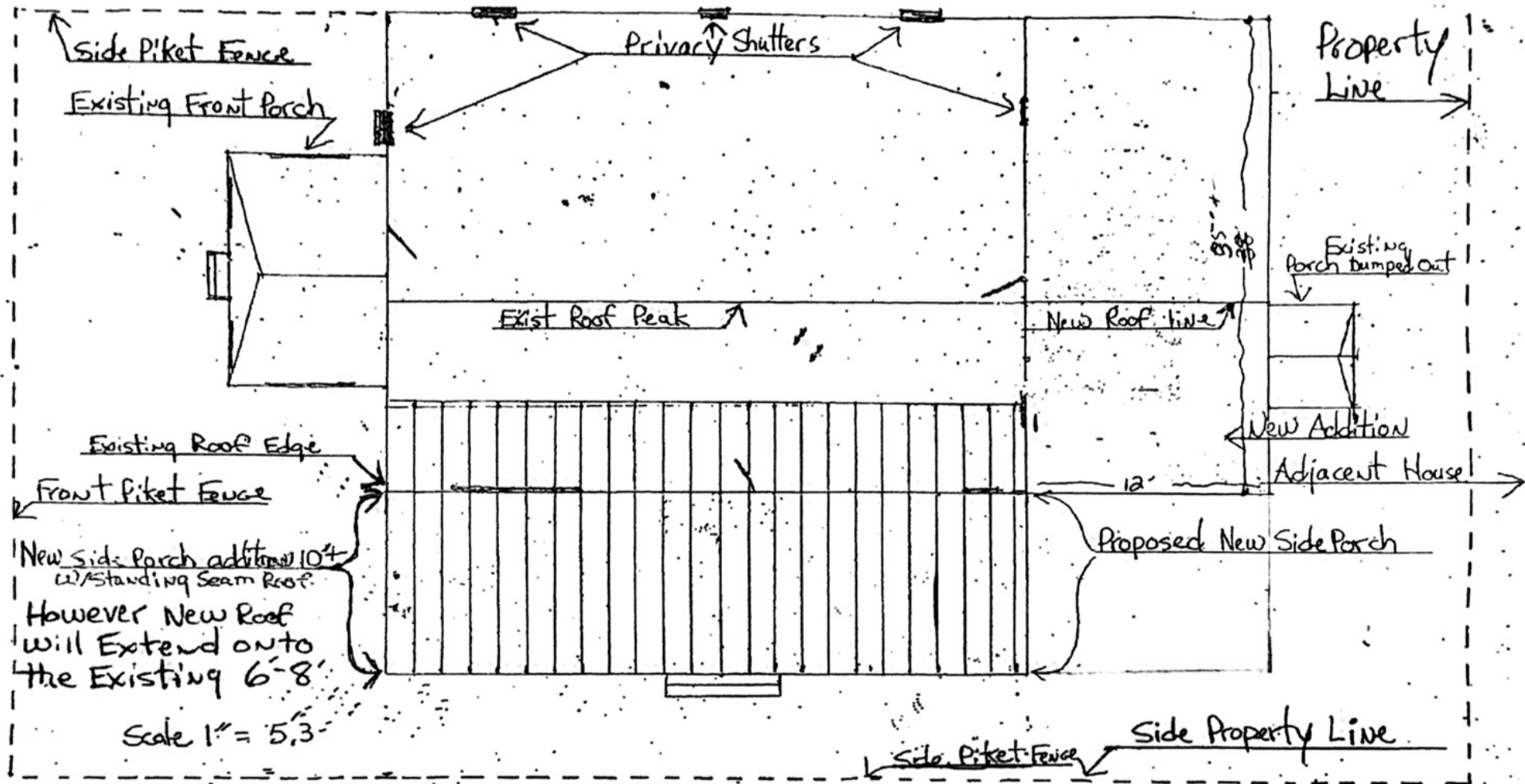
PARHAM

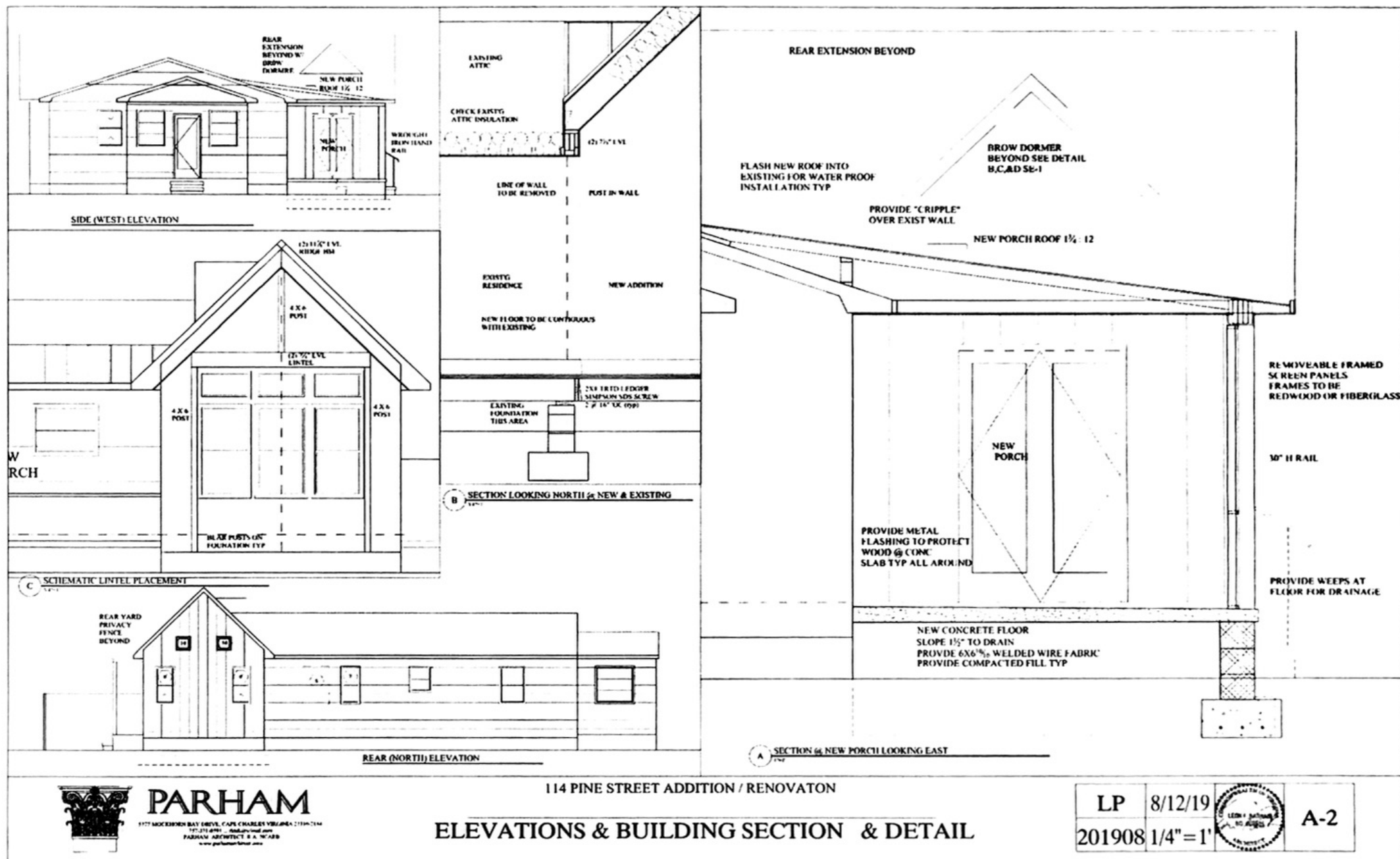
5177 MOCKINGBAY DRIVE, CAPE CHARLES VIRGINIA 23302-2144
757-371-6781 - 757-371-6782
PARHAM ARCHITECT P.A. INC.
www.parhamarchitect.com

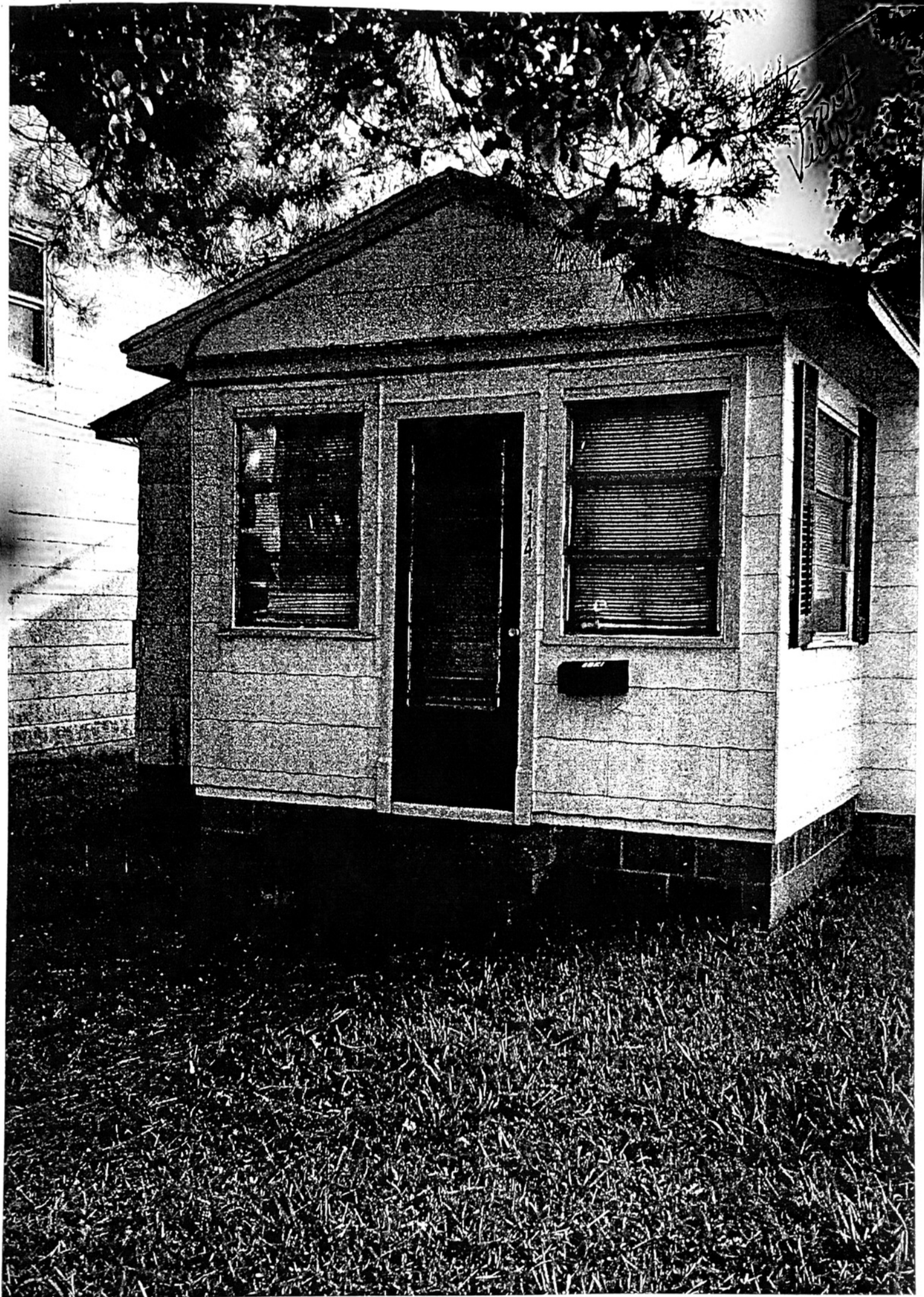
114 PINE STREET ADDITION / RENOVATION

SURVEY W/ PROPOSED ADDITION

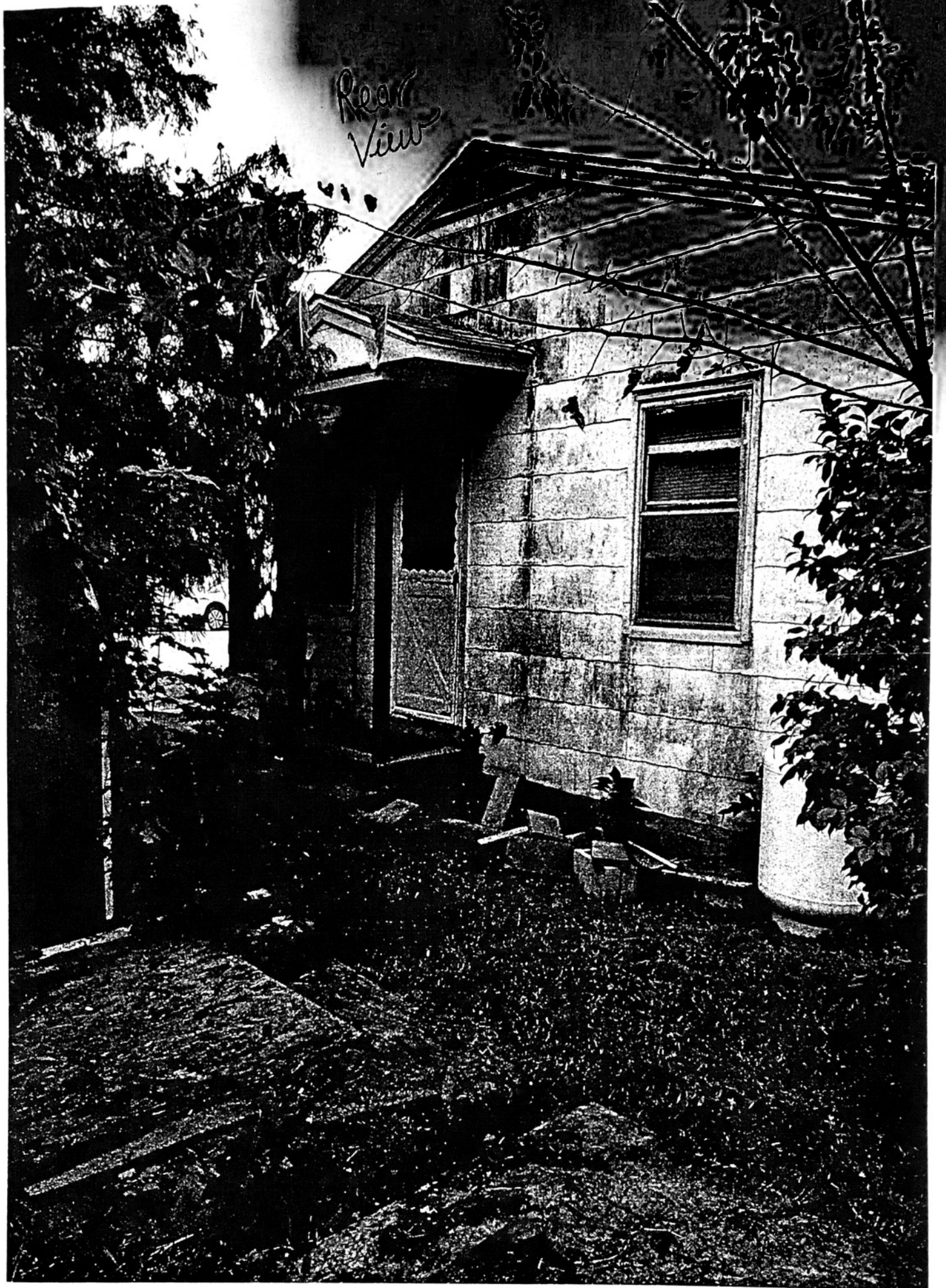
LP	8/12/19		SP-1
201908	1/8"=1'		



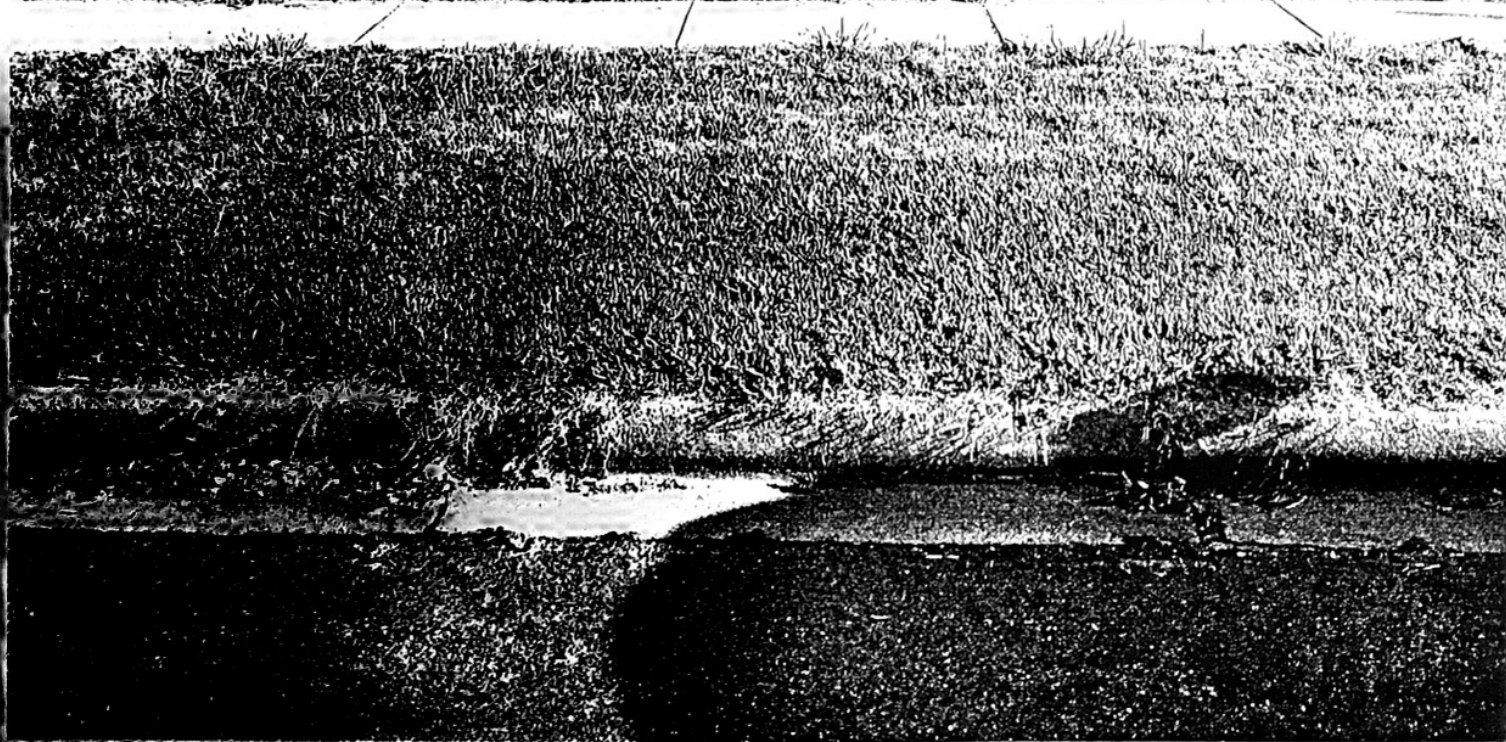




Rear
View



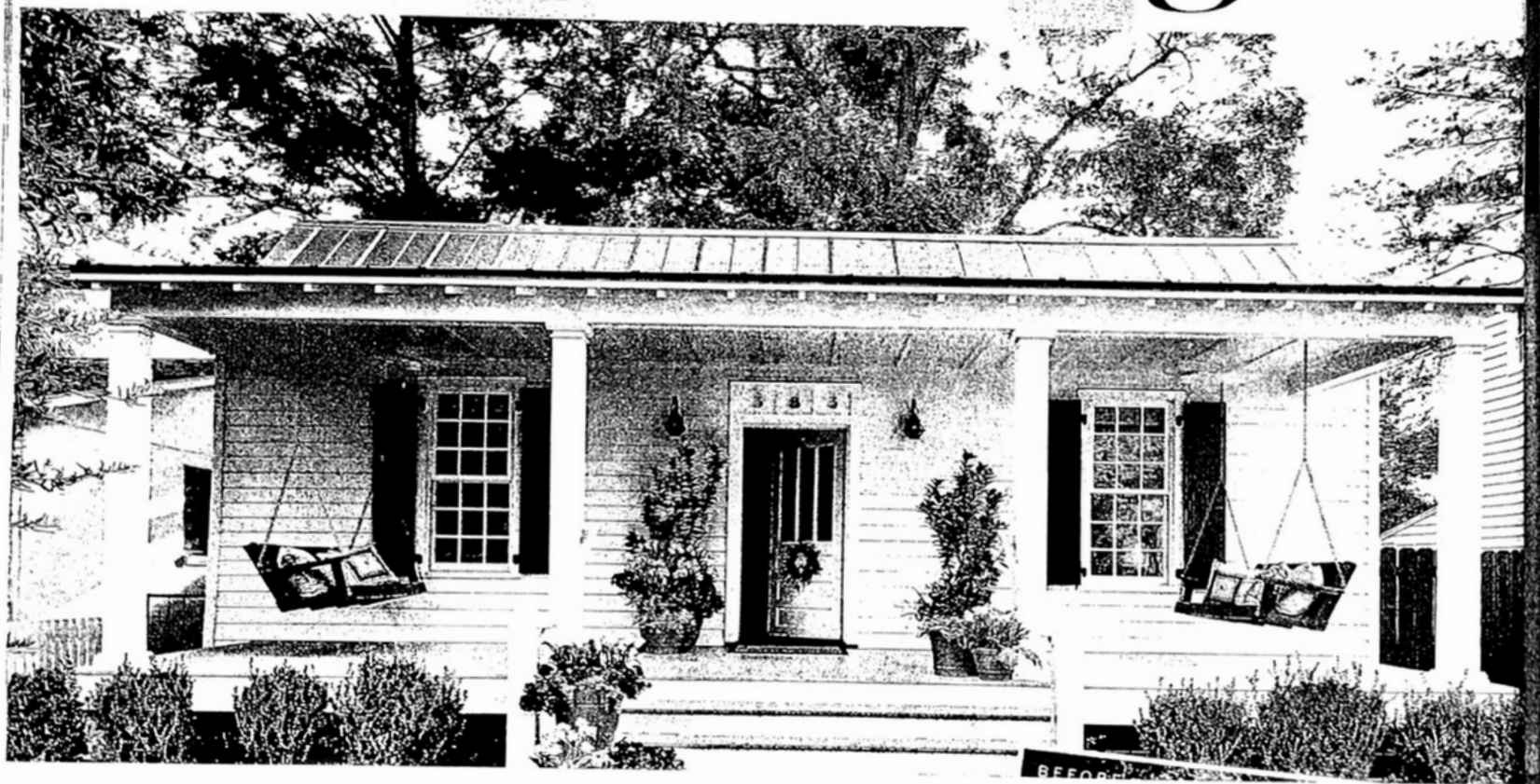
Side View



It's no small thing to live large in an itty-bitty space.
Steal some smart tricks from this 660-square-foot South Carolina makeover

BY ZOË GOWEN | PHOTOGRAPHS BY LAUREY W. GLENN | STYLING BY BUFFY HARGETT MILLER

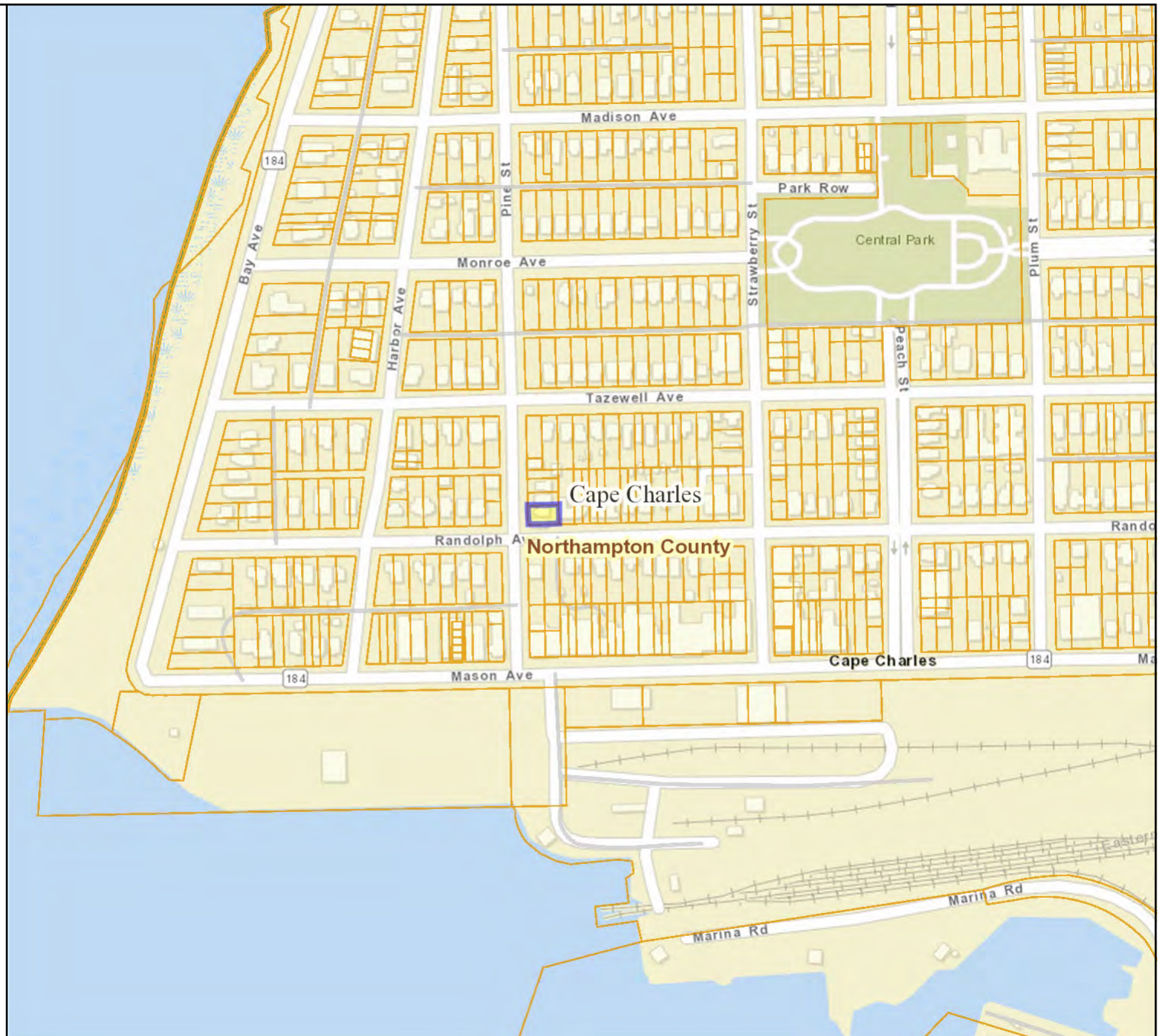
Big Dream, Tiny Cottage



Northampton County, Virginia

Legend

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



Map Printed from Northampton
<https://parcelviewer.geodecisions.com/Northampton/>

Feet
0 100 200 300 400
1:4,514 / 1"=376 Feet

Title: 114 Pine Street

Date: 4/2/2021

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: April 20, 2021

Item #: 6K – 315 Randolph Avenue

Prepared by: Katie H. Nunez, Interim Planning/Zoning Administrator

Date: April 13, 2021

APPLICANT: Gia Owens

TYPE OF APPLICATION: Certificate of Appropriateness
- Approval after the Fact

SITE ADDRESS: 315 Randolph Avenue

WORK TO BE PERFORMED:

TAX MAP: 83A3-1-527B

CURRENT ZONING: Residential-1 (R-1)

LOT SIZE: 5,638 sq. ft.

HISTORIC REGISTER: CONTRIBUTING STRUCTURE
DESCRIPTION:

DATE APPLICATION RECEIVED: March 15, 2021

PRE-APPLICATION MTG: April 20, 2021

DATE APPLICATION DEEMED COMPLETE:

LEGAL DEADLINE: HDRB Decision (60 Days from Complete Application):

In late February 2021, the office received a call about repair work being done on this property without the proper permits. A stop work order was issued and the property owner was notified what permits were required, especially after we had a better understanding of the work being done on the property (see Email Attachment).

The applicant then submitted her application to the office on March 15, 2021 for the following scope of work: add a railing (wooden with spindles) to the front porch since the porch has a 14" drop to the ground and this will improve safety and will match with adjacent properties' porches – it will be painted white; also, to replace the front steps with new wood. She will also replace rotten, inoperable door into the kitchen – want to match the door that is in this room already and then provide a 3' x 3' landing with 1 or 2 steps leading towards the rear of the property. Lastly, she wants to paint the entire house and new railings.

STAFF ANALYSIS

ZONING COMPLIANCE

The work being done is in compliance with the Zoning Ordinance.

Any property within the Historic District Overlay is required to meet the Historic District Guidelines, which are superimposed on the underlying zoning district regulations.

STAFF RECOMMENDATION:

Staff is requesting the HDRB to review the application material submitted by the applicant and determine if the materials and scope of work proposed/completed regarding the porch, exterior side door and landing are consistent with the Historic District guidelines and consider approving the Certificate of Appropriateness after the fact for this property.

Staff is prepared to assist the Board in developing any motions, if required.

The Historic District Review Board makes the final determination on whether or not a Certificate of Appropriateness will be issued for this project and may impose conditions on an approval.

Attachments:

Attachment 1 – Application and Documents

Attachment 2 – Emails re 315 Randolph Avenue re Stop Work Order

Katie Nunez

From: Gia Owens <giaowens@yahoo.com>
Sent: Tuesday, March 2, 2021 10:38 AM
To: Tracy Outten; Jeb Brady
Cc: Tracy Outten; Katie Nunez; gia owens
Subject: Re: Stop Work Order

Jeb,

Thank you for your prompt reply. I wish I could say that I knew that all of what we have encountered would be the case. It has grown exponentially in labor and materials. With every cracked board the contractor has uncovered, it seems a post or rafter had to be replaced. Replacing the tin roof and rafters on the side of the house were not something anyone anticipated. Admittedly, I was not aware, but it appears that we should start with reviews before any work is undertaken in the future.

If I am understanding the situation correctly, below are next steps for what needs to occur:

1. The railing needs to be approved by the Historic District Review Board since it changed the appearance of the home.

Status: No more work can occur to the front of the house until that is resolved and approved by the board.

2. Since the work on the side of the house has become such a large project when the tin and beams needed to be replaced, it now warrants a Building Permit.

Status: The contractor is going to obtain a building permit before proceeding with any remaining work.

Again, thank you for your guidance. My best.

Gia

Gia Owens
804.874.6016

On Tuesday, March 2, 2021, 09:01:05 AM EST, <codeofficial@capecharles.org> wrote:

I am not sure if you have spoken with Zoning yet regarding what is required for Historic Review Board Approval but will try to answer your questions.

A stop work order was issued when we received a call from someone that work was being done on your property without proper approvals. When I went to the property I noticed new guardrails on the front porch and saw new framing and roofing on the side porch. Due to the fact that you have altered the front look of your home requires you to get approval from the Historic District Review Board. The work on the side of the house was existing and does not require Historic Review however it does require a building permit. The work being done far exceeds a minor repair. Any structural work and any roofing requires a permit. Please have your contractor apply for a permit for the side porch work only. Nothing can be done with the front until it has gone before the board for consideration. I have copied the Zoning Department on this email. If you have any further questions please feel free to contact me.

Jeb Brady, CBO, CFM
Code Official
Town of Cape Charles
2 Plum Street
Cape Charles, VA 23310
757-331-2176

-----Original Message-----

From: gia owens <giaowens@yahoo.com>
Sent: Friday, February 26, 2021 11:32 AM
To: codeofficial@capecharles.org; planner@capecharles.org
Subject: Stop Work Order

Hi Jeb & Katie,

I own 315 Randolph and have been having some minor repairs done that have snowballed. A friend is doing the work to save me money but every time he goes to repair something, a rotten or missing board is discovered. What started out as a cosmetic job has turned into a deep pocket repair.

We set out to replace split boards to be able to paint the entire exterior of the home. We were replacing the outside stairs and rotten wood. We added back a railing on the front porch which looks much better cosmetically.

This week he had to take off the tin on the side porch because it was coming up off the roof. When he pulled it up, the rafters were rotted and partly missing. I agreed to have the rafters replaced instead of just covering them back up like apparently was done before.

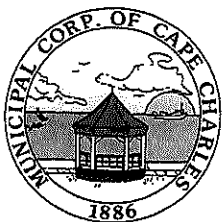
We did get a notice of a permit being needed which I apologize about. I didn't know that a permit was needed to make repairs. I thought it was only necessary for new construction or moving walls etc. If you can please let me know what needs to be done I am happy to submit whatever is needed if you still think I should get one.

I am having he cover the opened roof with plastic to avoid further damage with the rain on its way. If there is a fast way to resolve this to move ahead as quickly as possible, I can certainly drive down or

provide whatever is helpful to get the permit if you believe it is needed.

Thank you.

Gia Owens
804-874-6016=



PRE-APPLICATION INFORMATION FORM

Town of Cape Charles
2 Plum Street
Cape Charles, VA 23310
757-331-2036 Fax: 757-331-4820
~~slainertech@capecharles.org~~
tracy.outten@capecharles.org

APPLICANT INFORMATION

Name: Gia Owens
Mailing Address: 9409 University Blvd., Henrico, VA 23229
Phone Number: 804-874-6016 Email: gi Owens@yahoo.com

PROJECT SUMMARY

Address of Project: 315 Randolph Ave., Cape Charles VA 23310
Application Type (rezoning, variance, etc.): Application to Historic Review Board
Total Acreage of Project: 40' x 140'

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

- 1) Add a railing (wooden with spindles) to the front porch. The porch is a 14" drop to the ground. This will improve safety and match the houses with railings to the left and right of my home as well as others in Cape Charles. Once the wood is seasoned, we will paint it white.
 - 2) Replace rotten, inoperable door in the kitchen. We would like to match the door that is in the same room. The current door is taped and falling apart. Once operable, it will need a 3x3' landing with 1 or 2 steps leading towards the rear of property.
- Signature of Applicant: Gia Owens Date: 3/15/21
Will paint entire house and new railings.

For Internal Use Only:

Pre-Application Meeting Date: _____
Staff Printed Name: _____ Signed: _____
HDRB Rep Printed Name: _____ Signed: _____



CERTIFICATE OF APPROPRIATENESS APPLICATION

Town of Cape Charles
2 Plum Street
Cape Charles, VA 23310
757-331-3259 x24

~~plannortech@capecharles.org~~
tracy.outten@capecharles.org

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

- | | |
|---|---|
| ☒ Completed application | ☒ Photos/elevations of existing structure |
| ☒ Letter of intent clearly explaining project | ☐ Photos/elevations of proposed project |
| ☒ Existing site plan or survey | ☐ Proposed materials/spec sheets, samples |
| ☐ Proposed site plan or survey (if applicable) | ☐ 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: Visual improvement, preservation and safety improvements. Repair exterior damaged material, add steps and railing.

Property Address: 315 Randolph Ave, Cape Charles VA 23310

Brief Description of Project: Repairs to home exterior and addition of landing, steps and railing.

Zoning District: _____ Current Use: Residential - Rental Proposed Use: Same

OWNER INFORMATION

Name and Company: Gia Owens (owner)

Mailing Address: 9409 University Blvd. Henrico Va 23310

Phone Number: 804-874-6016 Email: giaowens@yahoo.com

APPLICANT INFORMATION

☒ check here if applicant is owner

Name: Gia Owens

Mailing Address: 9409 University Blvd., Henrico Va 23310

Phone Number: 804-874-6016 Email: giaowens@yahoo.com

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: [Signature] Date: 3/15/21

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

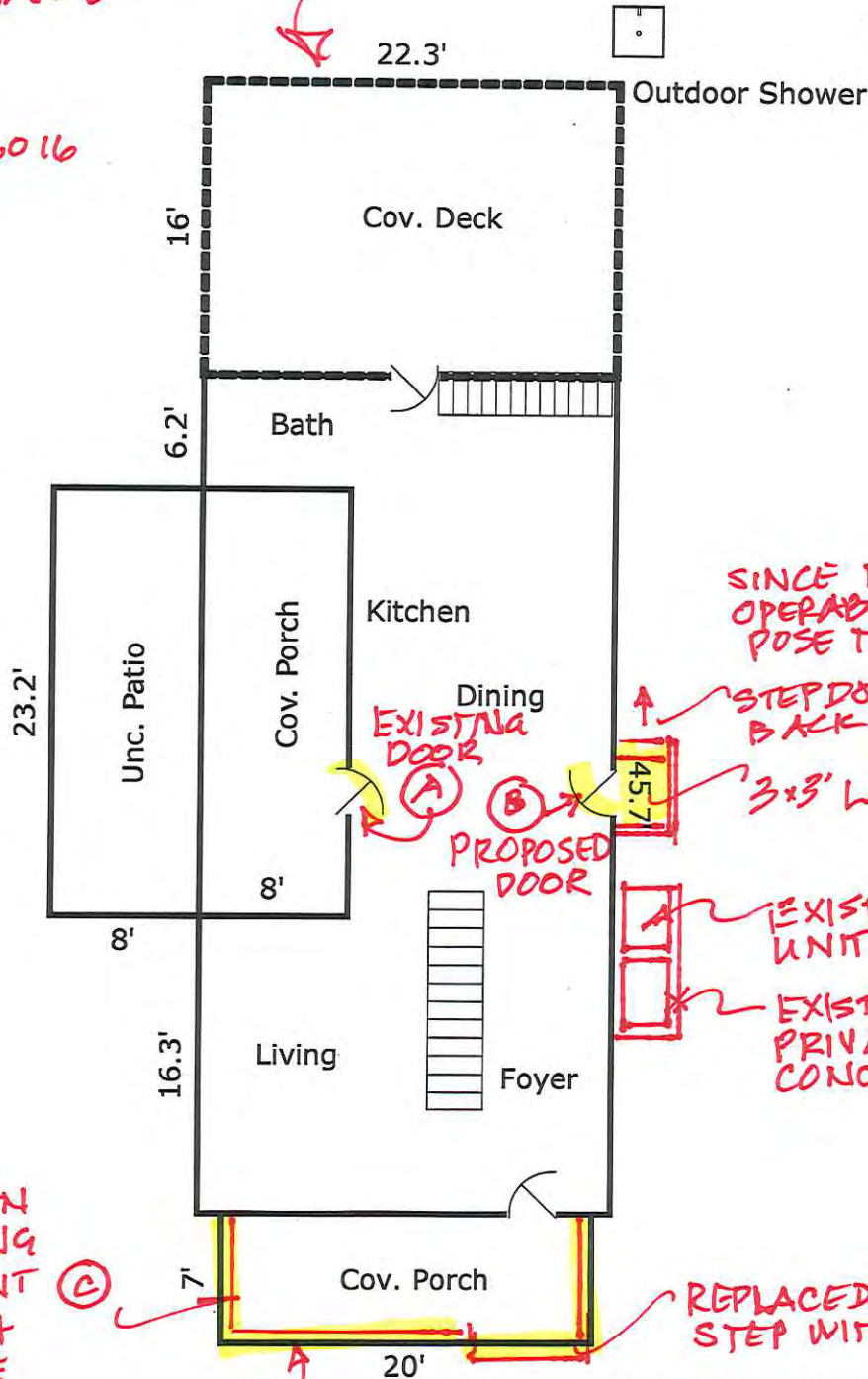
GIA OWENS

REAR OF HOME

315 RANDOLPH AVE.
CAPE CHARLES
23310

804-874-6016

ADD
WOODEN
RAILING
TO FRONT
PORCH
WILL BE
PAINTED
WHITE



SINCE DOOR WILL BE
OPERABLE WE PRO-
POSE TO ADD A

STEP DOWN TOWARDS
BACK OF HOUSE &

3' x 3' LANDING

EXISTING AC
UNITS (2)

EXISTING 6'
PRIVACY FENCE
CONCEALS UNITS

REPLACED FRONT
STEP WITH NEW WOOD

14" HEIGHT-DISTANCE FROM PORCH TO GROUND-
PRESENTS A SAFETY CONCERN

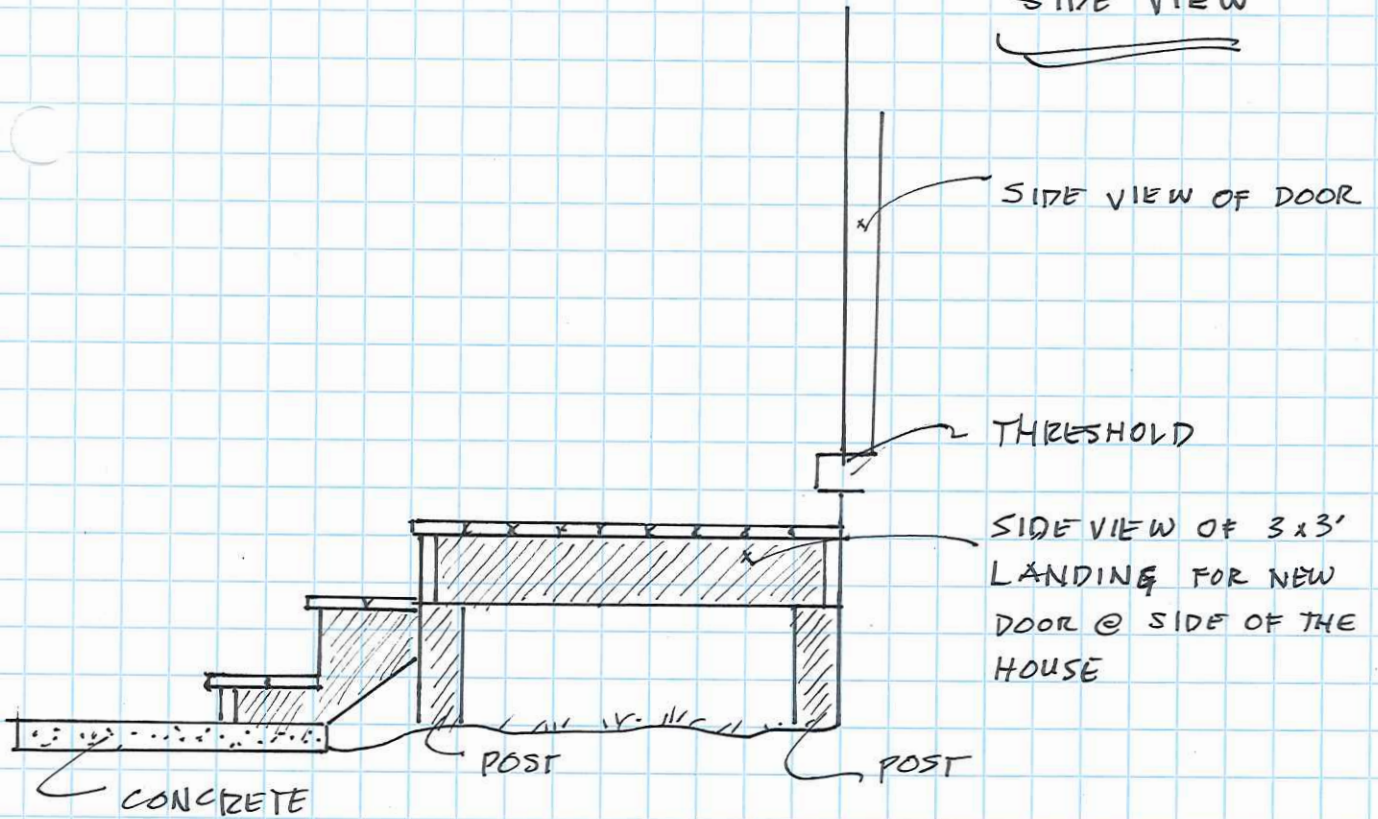
TOTAL Sketch by a la mode, inc.

Area Calculations Summary

Living Area		Calculation Details	
First Floor	833.51 Sq ft	$45.7 \times 14.3 =$	653.51
		$16.3 \times 8 =$	130.4
		$6.2 \times 8 =$	49.6
Total Living Area (Rounded):			
	834 Sq ft		
Non-living Area			
Open Porch	185.6 Sq ft	$8 \times 23.2 =$	185.6
Patio	185.6 Sq ft	$8 \times 23.2 =$	185.6
Covered Deck	140.0 Sq ft	$22.3 \times 6.2 =$	138.26

FRONT

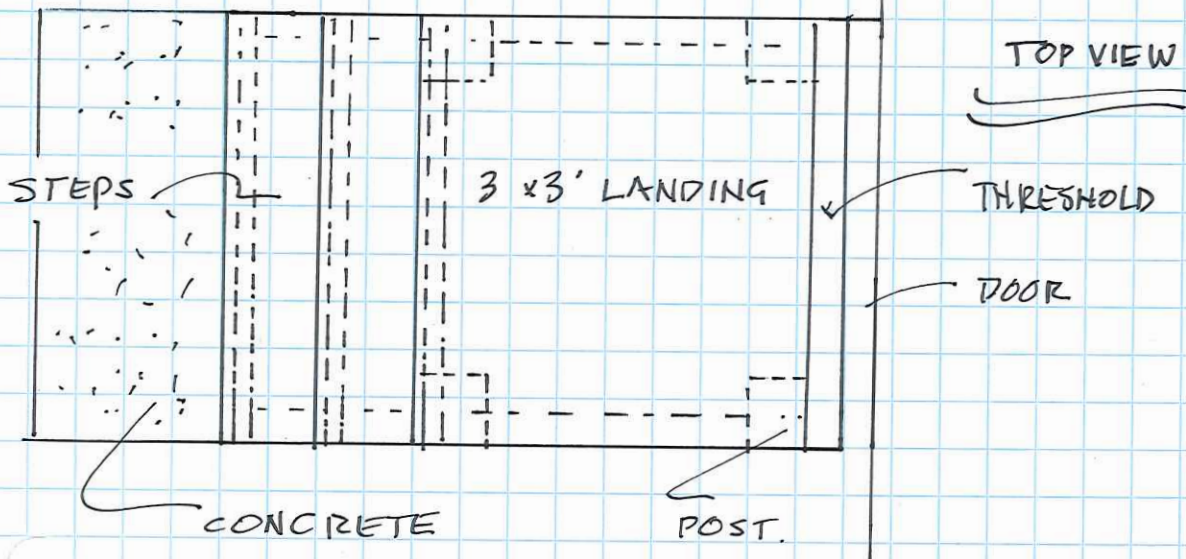
SIDE VIEW



GIA OWENS
 9409 UNIVERSITY BLVD.
 HENRICO VA 23229
 804-874-6016 CELL

PROPERTY: 315 RANDOLPH AVE.
 CAPE CHARLES VA
 23310

TOP VIEW



SIDE DOOR TO BE REPLACED (B) IN DIAGRAM.
WITH MATCHING DOOR ACROSS THE ROOM
(A) IN DIAGRAM - SEE PAGE 12



ROTTED SIDE
DOOR TO BE
REPLACED





OUTSIDE VIEW



INOPERABLE DOOR
TO BE REPLACED

Ⓑ IN DIAGRAM

8







11

ROTTED DOOR - TOP OF DOOR - (TAPED BY PREV. OWNER)
TO BE REPLACED WITH MATCHING
DOOR IN SAME ROOM -

SEE NEXT PAGE -



Ⓐ

THIS DOOR IS IN THE SAME ROOM -
ABOUT 12' AWAY. WE WOULD
LIKE TO MATCH AND USE AN
IDENTICAL DOOR TO REPLACE
THE ROTTED DOOR.

Ⓐ IN DIAGRAM

© IN DIAGRAM

RAILING - TO BE PAINTED WHITE ONCE CURED.



ROTTEN POST REPAIRED
AND/OR REPLACED.

14" PORCH TO GROUND
DROP OFF WITHOUT
RAILING.



WITH RAILING



WITH RAILING



BEFORE RAILING + WIDER STEP



BEFORE





PORCHES TO THE LEFT
AND RIGHT OF MY HOME
HAVE WHITE RAILINGS
AS WELL. ALTHOUGH THOSE
HOUSES ARE MUCH
LARGER THAN MINE, I
THINK THE RAILING
HELPS MINE LOOK MORE
IN LINE WITH THE LOOK
OF THE BLOCK, AND
NOT INCOMPLETE.





Comparable 1

3

544 Randolph Ave	
Prox. to Subject	0.20 miles E
Sale Price	230,000
Gross Living Area	1,556
Total Rooms	8
Total Bedrooms	3
Total Bathrooms	2.0
Location	N;Res;
View	N;Res;
Site	5600 sf
Quality	Q4
Age	112

COMPARABLE HOUSES
INCLUDED WHEN I
PURCHASED THE PROPERTY
HAD RAILINGS - WHITE



Comparable 2

206 Monroe Ave	
Prox. to Subject	0.15 miles NW
Sale Price	345,000
Gross Living Area	1,800
Total Rooms	7
Total Bedrooms	3
Total Bathrooms	2.0
Location	N;Res;
View	N;Res;
Site	6600 sf
Quality	Q3
Age	96

WOODEN RAILING



Comparable 3

615 Tazewell Ave	
Prox. to Subject	0.28 miles E
Sale Price	295,000
Gross Living Area	2,300
Total Rooms	7
Total Bedrooms	3
Total Bathrooms	2.1
Location	N;Res;
View	N;Res;
Site	4200 sf
Quality	Q3
Age	122

LOOKS LIKE PORCH WAS ADDED -
BRICK STEPS. NA



Comparable 4

620 Tazewell Ave
 Prox. to Subject 0.27 miles E
 Sale Price 228,600
 Gross Living Area 1,894
 Total Rooms 7
 Total Bedrooms 2
 Total Bathrooms 2.0
 Location N;Res;
 View N;Res;
 Site 4880 sf
 Quality Q4
 Age 96

WOODEN
 RAILING
 PAINTED
 WHITE



Comparable 5

408 Randolph Ave
 Prox. to Subject 0.08 miles SE
 Sale Price 289,000
 Gross Living Area 1,720
 Total Rooms 5
 Total Bedrooms 3
 Total Bathrooms 1.1
 Location N;Res;
 View N;Res;
 Site 5600 sf
 Quality Q4
 Age 129

NA- ENCLOSED

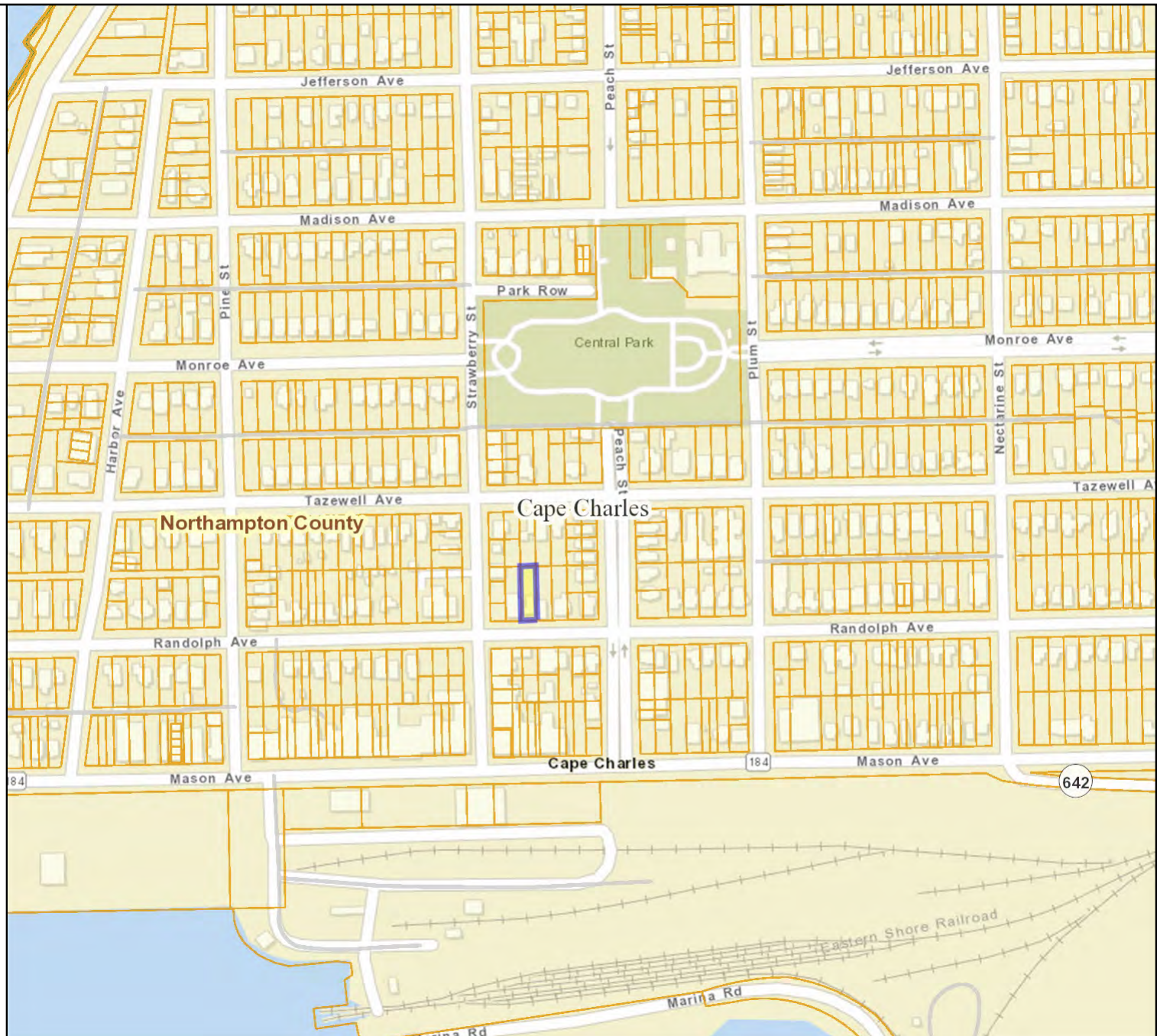
Comparable 6

Prox. to Subject
 Sale Price
 Gross Living Area
 Total Rooms
 Total Bedrooms
 Total Bathrooms
 Location
 View
 Site
 Quality
 Age

Northampton County, Virginia

Legend

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



Map Printed from Northampton
<https://parcelviewer.geodecisions.com/Northampton/>

Feet
0 100 200 300 400
1:4,514 / 1"=376 Feet

Title: 315 Randolph Avenue

Date: 4/2/2021

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.