

Historic District Review Board

Special Meeting Agenda

At Lots 32-36 on Stone Road

April 28, 2021 10:00 A.M.

1. Introduction
2. Call to Order; Roll Call
 - A. Roll call and establish a quorum
3. Public Comment: Agenda Items Only
4. Unfinished Business
 - A. Application for a Certificate of Appropriateness to replace the front door on a two-story single-family detached dwelling at 119 Peach Street – tax map #83A3-1-492C.
5. 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. Commercial – 3 District design and construction review for Lots 32-36 on Stone Road – tax map #'s 83A4-1-B-32,33,34, & 36.
6. Adjourn



HISTORIC DISTRICT REVIEW BOARD STAFF REPORT

Meeting Date: April 28, 2021

Item #: 4A – 119 Peach Street

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

Date: April 22, 2021

APPLICANT: David & Cynthia
Woodmansee

TYPE OF APPLICATION: Certificate of Appropriateness

SITE ADDRESS: 119 Peach Street

WORK TO BE PERFORMED: Replacement of front door

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

CURRENT ZONING: Residential-1 (R-1)

LOT SIZE: 2,800 sq. ft.

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 door.

MATERIALS:

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

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

STAFF RECOMMENDATION:

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



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: 119 Peach Street Porch Repairs
Property Address: 119 Peach Street, Cape Charles, VA 23310
Brief Description of Project: Repair of porch flooring, replacement of front door
Zoning District: R-1 Current Use: Residential Proposed Use: Residential

OWNER INFORMATION

Name and Company: David and Cynthia Woodmansee
Mailing Address: 205 Highland Gate Drive, Johnson City, TN 37615
Phone Number: 423-863-4306 Email: cynthiawoodmansee@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: Cynthia P. Woodmansee Date: 03/02/21
David Woodmansee 03/02/21

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

**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.

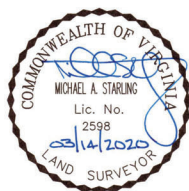
Additionally, we would like to replace the front door of the house due to the cracking and warping of the existing door. The new door will be a Simpson Thermal Sash door constructed of solid fir wood and glass. It will be painted with Benjamin Moore Grand Entrance Series paint in the color Gravel Gray.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

I, HEREBY CERTIFY THAT THIS PLAT IS BASED ON A CURRENT FIELD SURVEY, AND TO THE BEST OF MY KNOWLEDGE AND BELIEF IS CORRECT AND COMPLIES WITH THE MINIMUM PROCEDURES AND STANDARDS ESTABLISHED BY THE VIRGINIA STATE BOARD OF ARCHITECTS, PROFESSIONAL ENGINEERS, LAND SURVEYORS AND CERTIFIED LANDSCAPE ARCHITECTS.



THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF A TITLE REPORT AND MAY NOT SHOW ANY/ALL EASEMENTS OR RESTRICTIONS THAT MAY AFFECT SAID PROPERTY AS SHOWN.

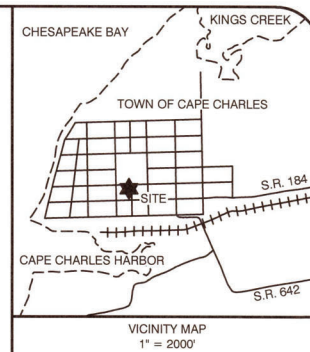
FLOOD ZONE INFORMATION SHOWN HEREON IS NOT GUARANTEED AND WAS APPROXIMATELY SCALED FROM F.E.M.A. FLOOD MAPS. SHORELINE SURVEYORS IS NOT A PARTY IN DETERMINING THE REQUIREMENTS FOR FLOOD INSURANCE ON THE PROPERTY SHOWN HEREON. FOR FURTHER INFORMATION AND TO CONFIRM THE FLOOD ZONE FOR THIS PROPERTY, CONTACT THE LOCAL COMMUNITY FLOOD OFFICIAL.

THIS PROPERTY APPEARS TO FALL IN:
FLOOD ZONE: X
COMMUNITY NO.: 510105
PANEL: 0285 DATED: MARCH 2, 2015

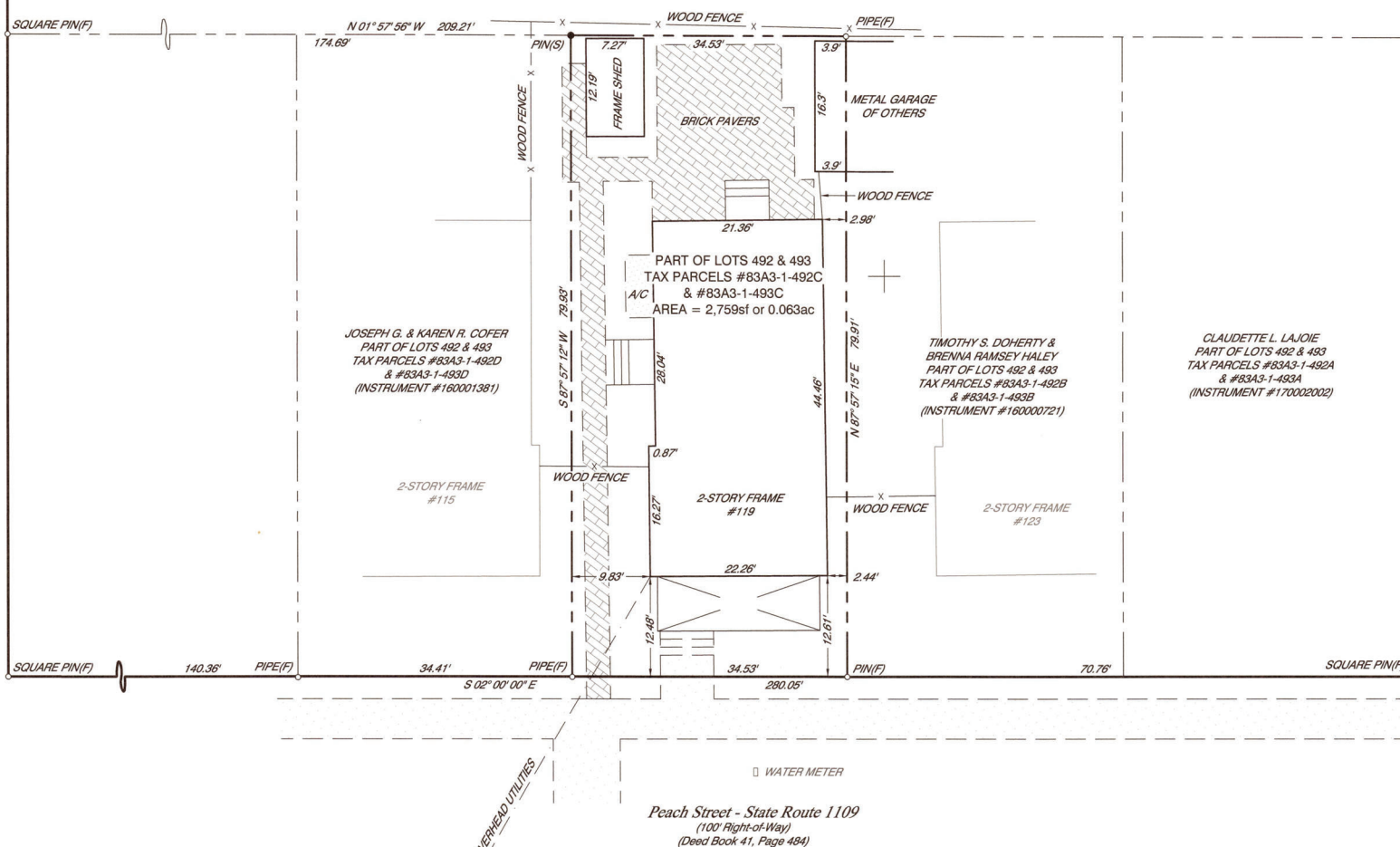
FLOOD ZONE DETERMINATION IS BASED ON THE FLOOD INSURANCE RATE MAPS AND DOES NOT IMPLY THAT THIS PROPERTY WILL OR WILL NOT BE FREE FROM FLOODING OR DAMAGE.

THE NORTH MERIDIAN OF THIS PLAT IS BASED ON A SURVEY RECORDED IN DEED BOOK 41 AT PAGE 484.

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



HERNAN & SARAH C. CORTES
LOT 498
TAX PARCEL #83A3-1-496
(INSTRUMENT #030003746)



PHYSICAL SURVEY
OF A PORTION OF
Lots 492 & 493
"Map of the Town of Cape Charles"

(DEED BOOK 41, PAGE 484)
TAX PARCELS #83A3-1-492C
& #83A3-1-493C
TOWN OF CAPE CHARLES
NORTHAMPTON COUNTY, VIRGINIA
FOR

Cynthia P. & David A. Woodmansee
MARCH 10, 2020

Shoreline Surveyors

23314 Courthouse Avenue - P.O. Box 735
Accomac, Virginia 23301
PHONE (757) 789-3960 FAX (757) 789-3962



GRAPHIC SCALE
SCALE: 1" = 10'
DRAWN: MAS
FIELD BOOK: 46, PAGES 68 & 69
JOB #20020
SHEET 1 OF 1

119 Peach Street

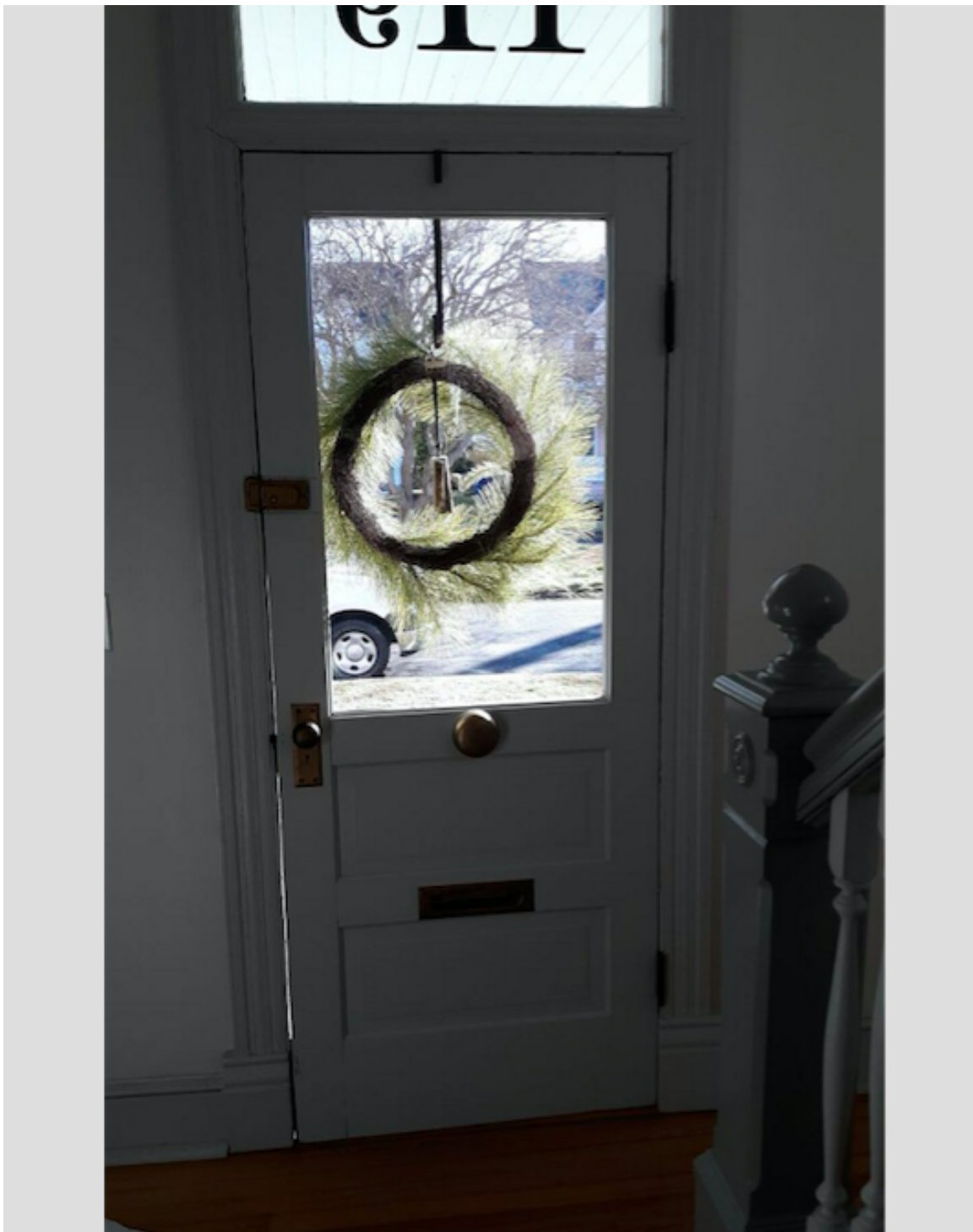


Exisiting Front Porch Images



Existing Front Door





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



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

STANDARD FEATURES



Any Wood Species



Virtually Any Size

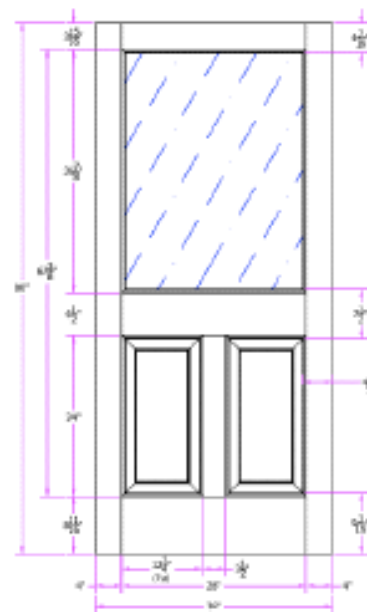


Glass Options

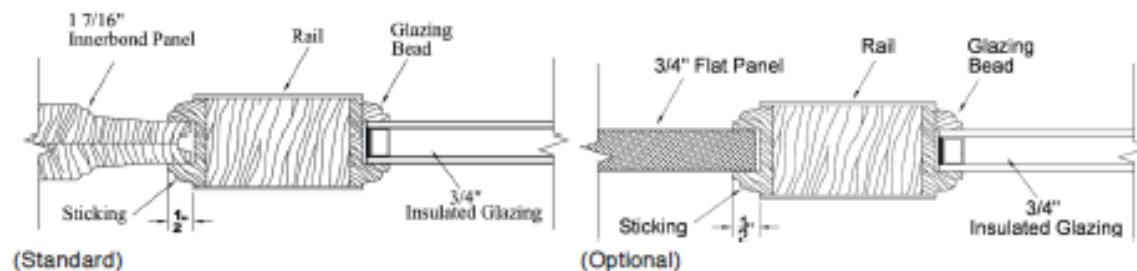


Privacy Rating: 1

DETAILED DRAWING



DETAILS

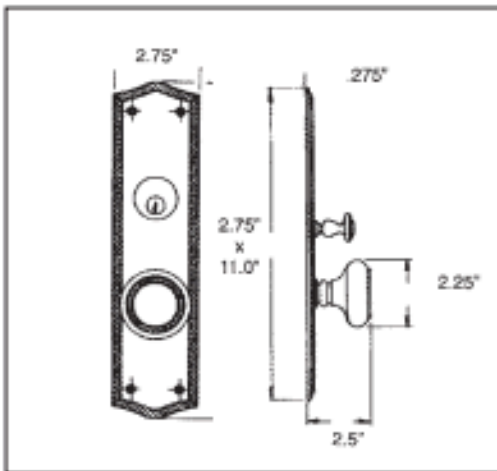


Front Door Hardware: Baldwin Barclay Series Entry Set, Color: Oil Rubbed Bronze
Baldwin Mail Slot, Color: Oil Rubbed Bronze

BALDWIN

6554 - BARCLAY
ESTATE ENTRYSET

SPECIFICATIONS

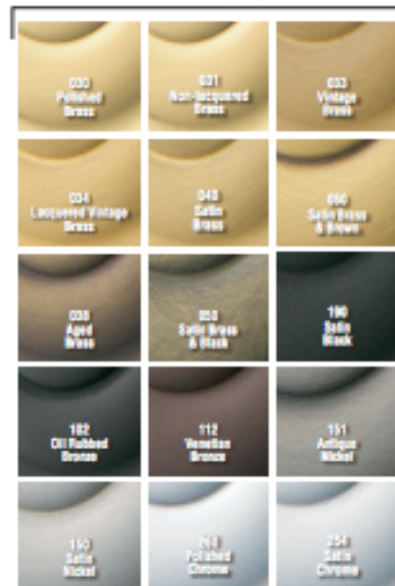


- > Certified by Underwriters Laboratories (UL) for use on fire doors up to three-hour rating
- > U L10C / UBC 7-2 (1997) Positive Pressure Rated, UL10B Pressure Rated
- > Material: Solid Forged Brass

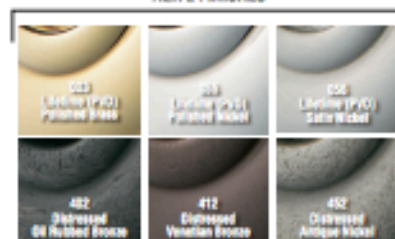
SHOWN WITH KNOB 5054

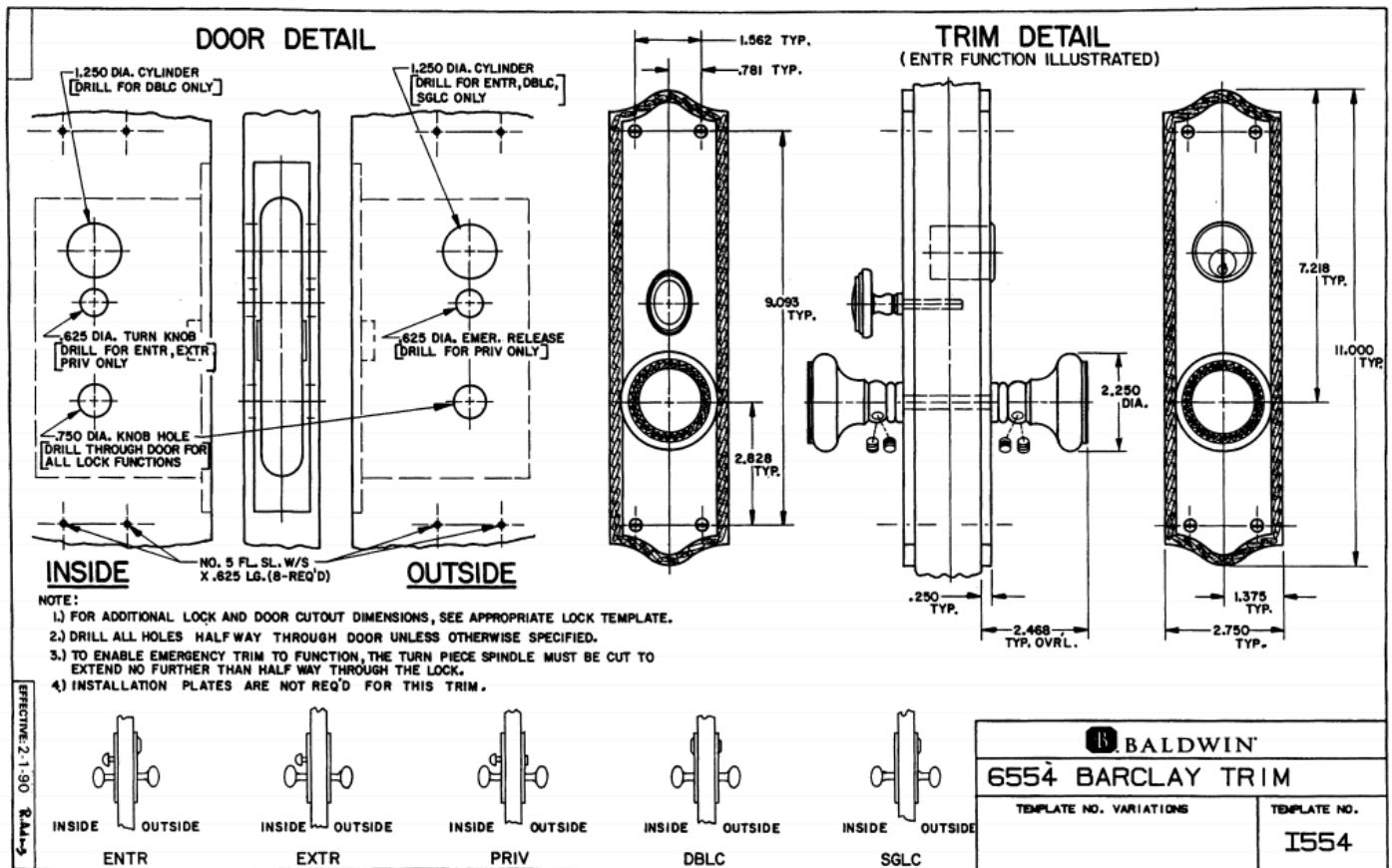


TIER 1 FINISHES



TIER 2 FINISHES





Home > Brands > Baldwin > Door Accessories > Baldwin 0015

Item # bci2026037

BALDWIN



Baldwin Magazine Sized Spring Tension Brass Letter Box Plate

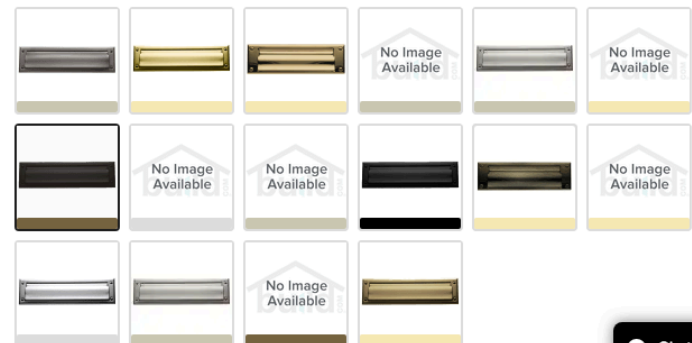
Model: 0015102

from the [Letter Box Collection](#)

★★★★★ 2 Reviews | [Write a Review](#)

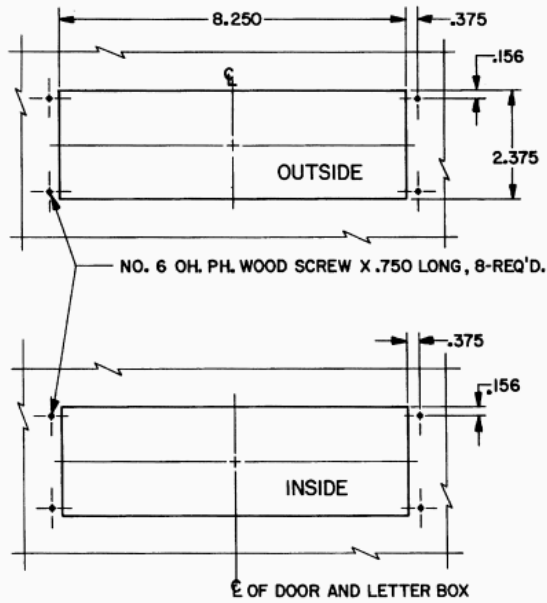
\$76.99

Finish: Oil Rubbed Bronze - 2 In Stock

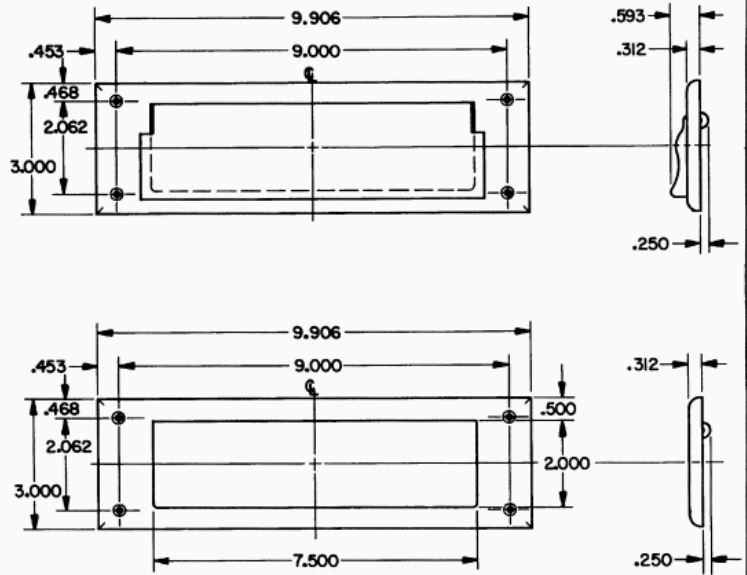


Chat with us

DOOR DETAIL



LETTER BOX DETAIL



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

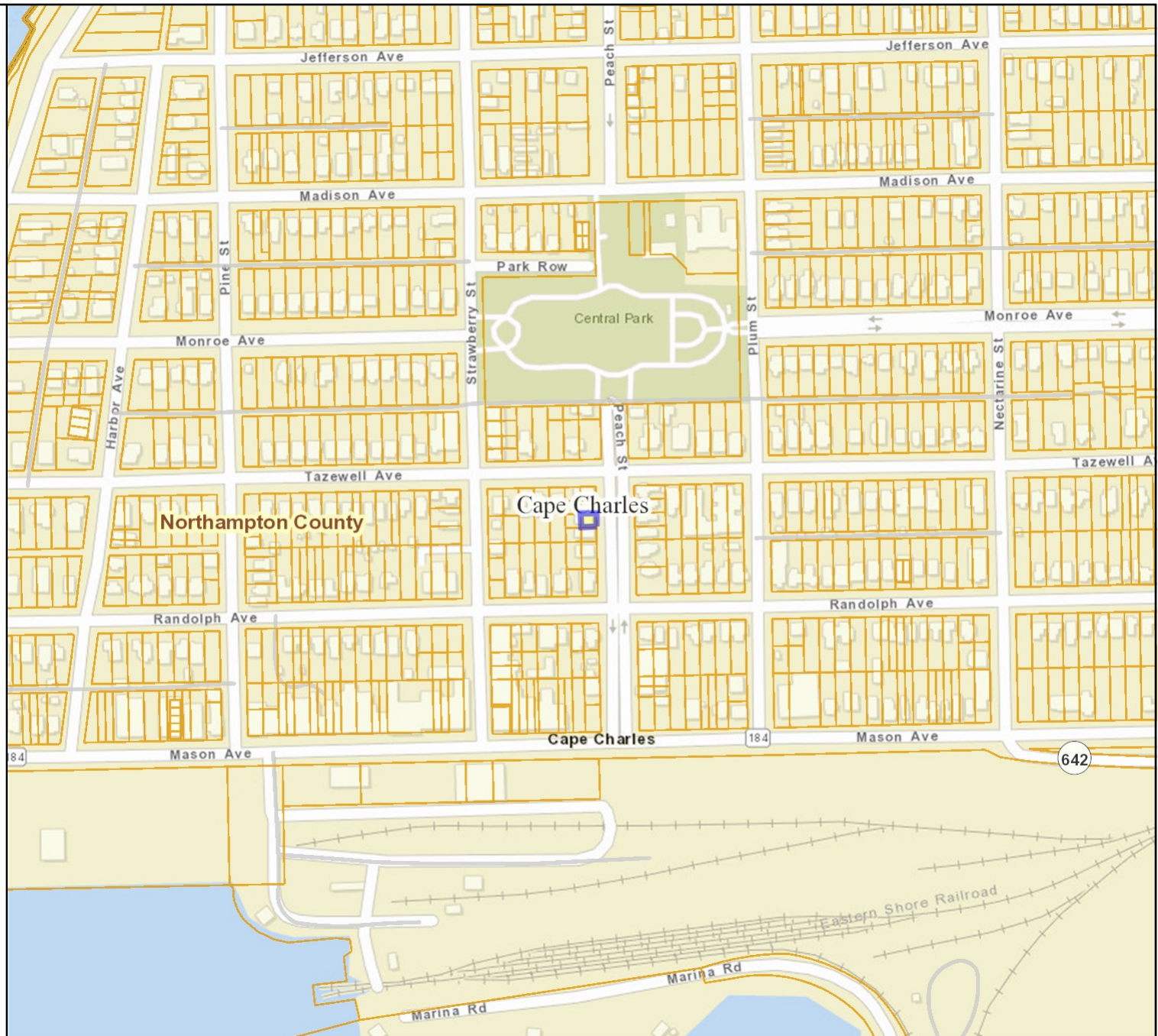
B. BALDWIN	
0015 LETTER BOX PLATES	
TEMPLATE NO. VARIATIONS	TEMPLATE NO.
	A009

©1986 by Baldwin Hardware Corporation

Northampton County, Virginia

Legend

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



Title: 119 Peach 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 28, 2021

Item #: 5A – 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.

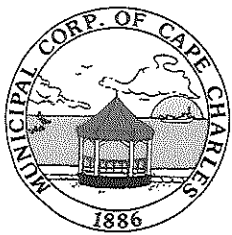
Staff recommends **APPROVAL** of a Certificate of Appropriateness for Item 6A and is prepared to assist with the development of a motion, if needed.

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

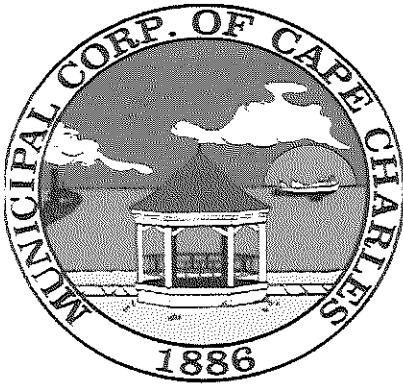
[757-678-2007](tel:757-678-2007)

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 1.5"

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

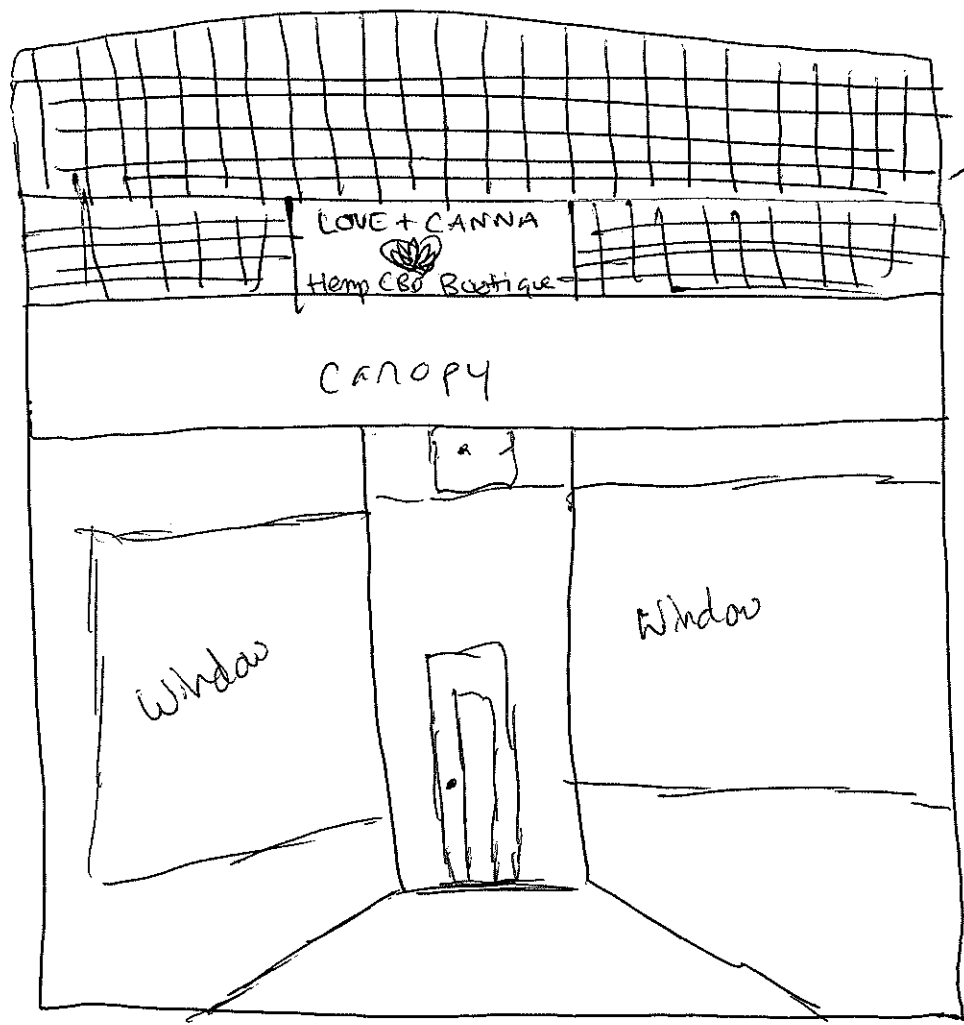
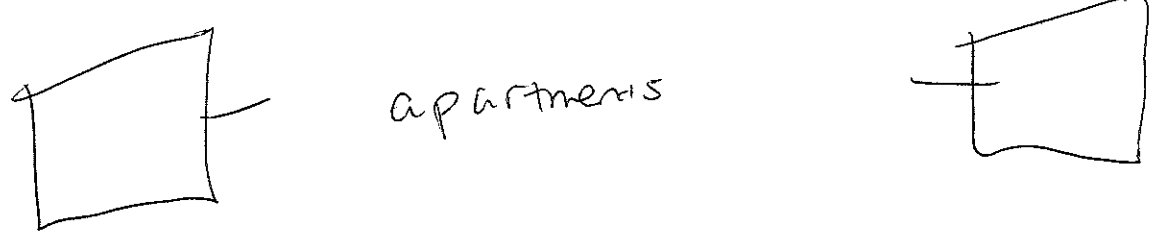
Date: 3/3/2021

Zoning Administrator: _____ Date: _____

Application Status: Approved/Denied: _____ Date: _____

PLEASE COMPLETE SITE PLAN ON REVERSE SIDE

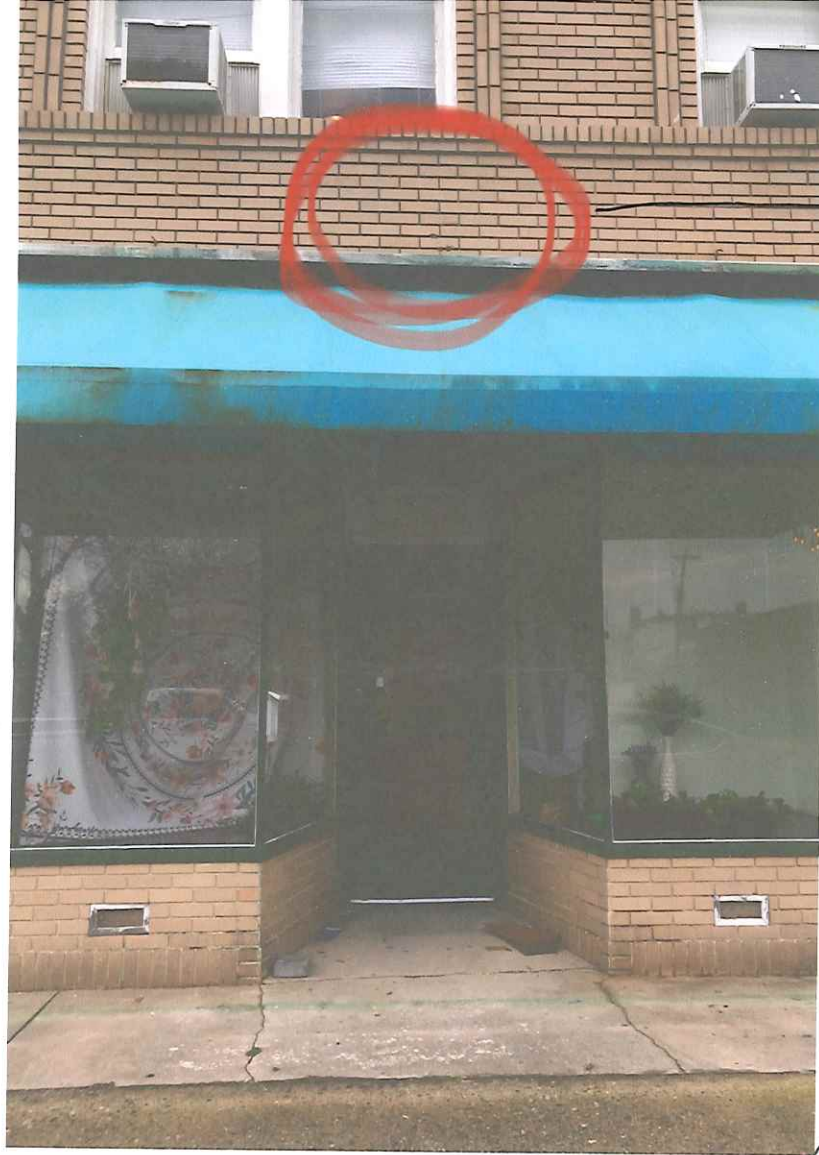
Attach proposed rendering or draw an outline of the proposed sign using dashed lines and indicate distances to other buildings and all property lines.



wanting to
hang sign on
brice 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

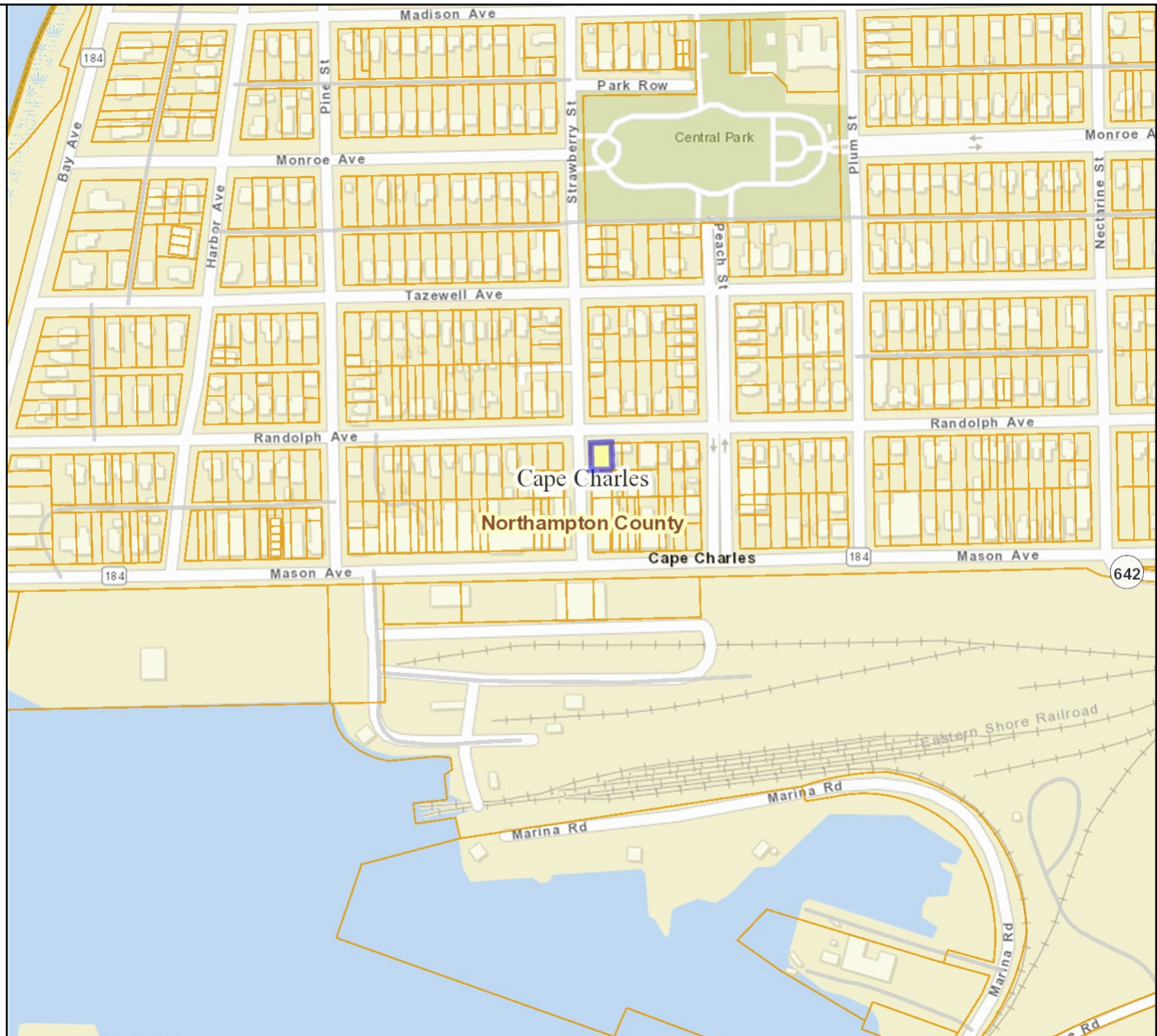
Payments/Credits \$0.00

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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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: Elizabeth Russell

Mailing Address: 713 Randolph Ave. Cape Charles, VA 23310

Phone Number: 757-999-2278 ex. 4 Email: elizabeth@escustomcarts.com

PROJECT SUMMARY

Address of Project: Lots 32-36, Randolph Avenue Extended

Application Type (rezoning, variance, etc.): New commercial building - C3

Total Acreage of Project: 0.665

Detailed Description (Include proposed use(s) and square footage of floor area for each use):
A golf cart showroom, offices and a repair shop on the rear. The entire building will be
2,800 square feet. 1,504 square feet of a repair/ mechanic shop with a kitchen,
storage room and bathrooms. 293 square feet of an office space and showroom.

Signature of Applicant: Elizabeth Russell Date: 4/6/21

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
757-331-2036 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 |
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| ☐ 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: Eastern Shore Custom Carts
Property Address: Lots 32-36 Randolph Avenue Extended
Brief Description of Project: New golf cart maintenance facility and showroom
Zoning District: C3 Current Use: N/A Proposed Use: Golf cart repair, rentals, sales

OWNER INFORMATION

Name and Company: Malcolm Hayward, Cape Charles Incubators LLC
Mailing Address: 713 Randolph Ave.
Phone Number: 757-695-0880 Email: msfhayward@gmail.com

APPLICANT INFORMATION

☐ check here if applicant is owner

Name: Elizabeth Russell
Mailing Address: 713 Randolph Ave. Cape Charles, VA 23310
Phone Number: 757-999-2278 ex. 4 Email: Elizabeth@escustomcarts.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: Elizabeth Russell Date: 4/6/21

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



3/21/2021

Dear Cape Charles Historic Review Board,

This letter of intent will outline the proposed new location of Eastern Shore Custom Carts on lots 32-36 on Randolph Avenue/Stone Road extended.

In 2009, Malcolm Hayward and I rented a few golf carts from the Cape Charles Emporium on Mason Avenue. In 2011, Shane Hayward moved to Cape Charles and started a small business reconditioning golf carts at 712 Randolph Avenue. Now, we employ seven Northampton County residents full time with additional part time help each summer. Our business has grown, becoming an authorized Club Car dealer in 2018. We pride ourselves on being well known for our excellent service and sales in the Hampton Roads area and beyond, selling golf carts from Texas to Maine.

Eastern Shore Custom Carts operated out of 712 and 713 Randolph Avenue, with warehouse storage space in Cheriton. We have outgrown our current spaces. Our mechanics cannot all work inside our shop at the same time. We hope to combine the showroom, office, storage and service bays into one location. Eliminating the need for us to cross bustling Randolph Avenue many times a day, both on foot and in carts, would make our operation more efficient and safer. The new proposed location would also allow us to charge several more carts for renters and private owners at one time.

We are very excited about this new venture and we humbly ask for your approval of our project.

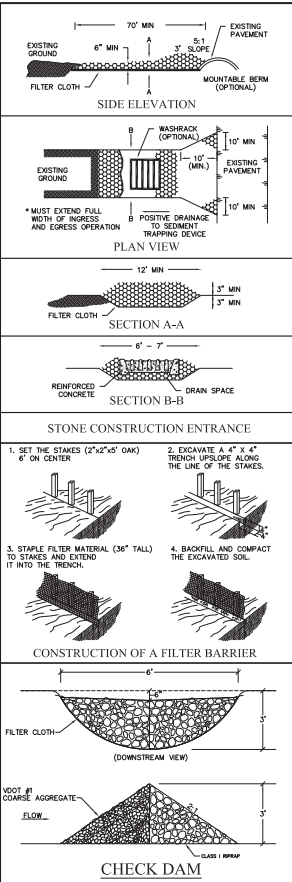
Thank you for your time,

A handwritten signature in cursive script that reads "Elizabeth Russell".

Elizabeth Russell
President
Eastern Shore Custom Carts



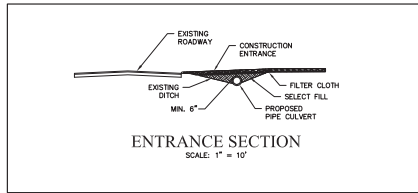
1/4"=1'-0" 



SEE PERMANENT AND TEMPORARY SEEDING SPECIFICATIONS ON SHEET 5

Ⓢ PROVIDE TEMPORARY SEEDING AFTER CLEARING.

Ⓢ PROVIDE PERMANENT SEEDING AFTER FINAL GRADING.



NOTE:

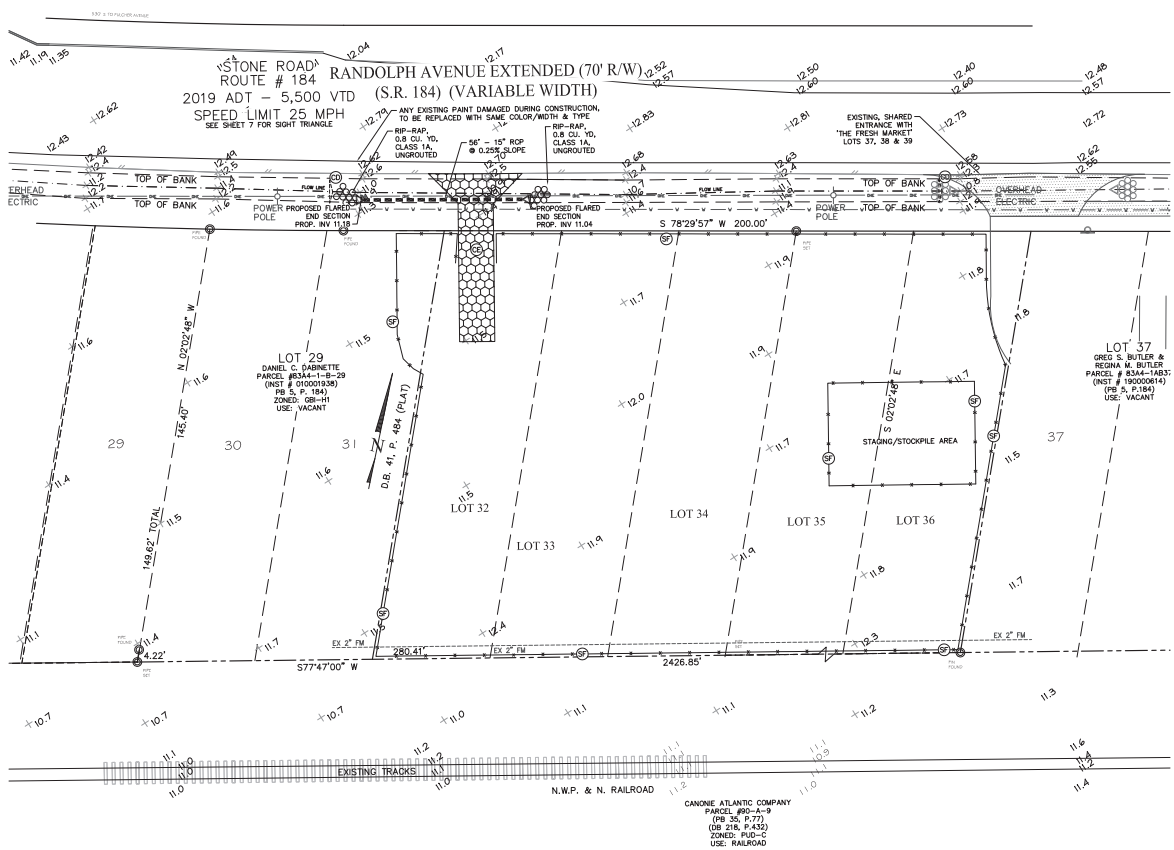
MATERIALS SHALL NOT BE STOCKPILED WITHIN STATE MAINTAINED RIGHT OF WAY OR EASEMENTS

ANY DIRT OR DEBRIS TRACKED ONTO THE PAVEMENT WITHIN THE RIGHT-OF-WAY SHALL BE REMOVED AT THE END OF EACH WORKDAY

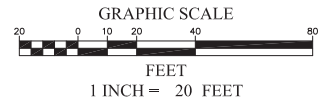
ALL EROSION AND SEDIMENTATION CONTROL DEVICES SHALL BE INSTALLED OR ADJUSTED AS DIRECTED BY THE CIVIL INSPECTOR

IN ADDITION TO REGULAR WEEKLY MAINTENANCE, ALL EROSION AND SEDIMENTATION CONTROL DEVICES SHALL BE INSPECTED AFTER ANY RAINFALL EVENT GREATER THAN 0.5" AND ANY DEFICIENCIES CORRECTED WITHIN 12 HOURS OF THE RAINFALL EVENT."

LEGEND	
CL	CENTERLINE ELEVATION
D	DITCH ELEVATION (AT CENTERLINE)
EP	EDGE OF PAVEMENT
G	GROUND ELEVATION
HP	HIGH POINT
MG	MATCH EXISTING GRADE
SWL	SWALE
TB	TOP OF BANK
TC	TOP OF CONCRETE
TP	TOP OF PAVEMENT
TS	TOP OF STONE



TOPO BY:
MARSHAL PARKS, L.S.
757 709 4192



DESCRIPTION	
#	DATE
1	10/27/20
2	10/27/20
3	10/27/20

E&S & DEMO PLAN

FOR
CUSTOM CARTS
AT CAPE CHARLES
FOR
MALCOLM HAYWARD



DESIGNED: RSK	DRAWN: KRS	CHECKED: RSK	APPROVED: RSK
DATE: 03/20/20			
SCALE: 1" = 20'			

KELLAM GERWITZ

ENGINEERING - SURVEYING - PLANNING

3600 CENTRAL BOULEVARD, SUITE 111 • VIRGINIA BEACH, VA 23464

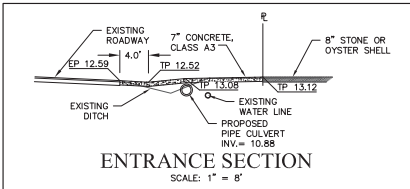
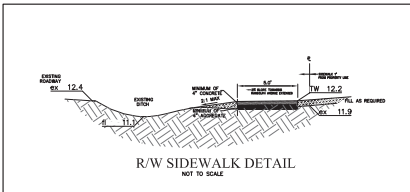
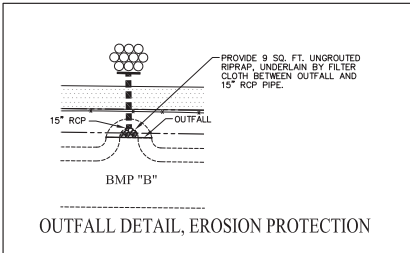
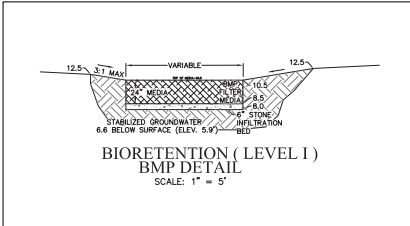
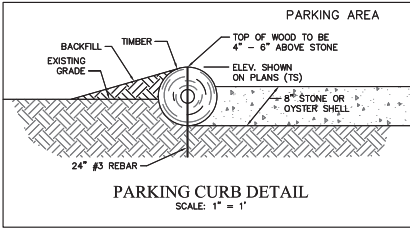
(757) 440-0025 • FAX (757) 440-0061

PROJECT # 220001

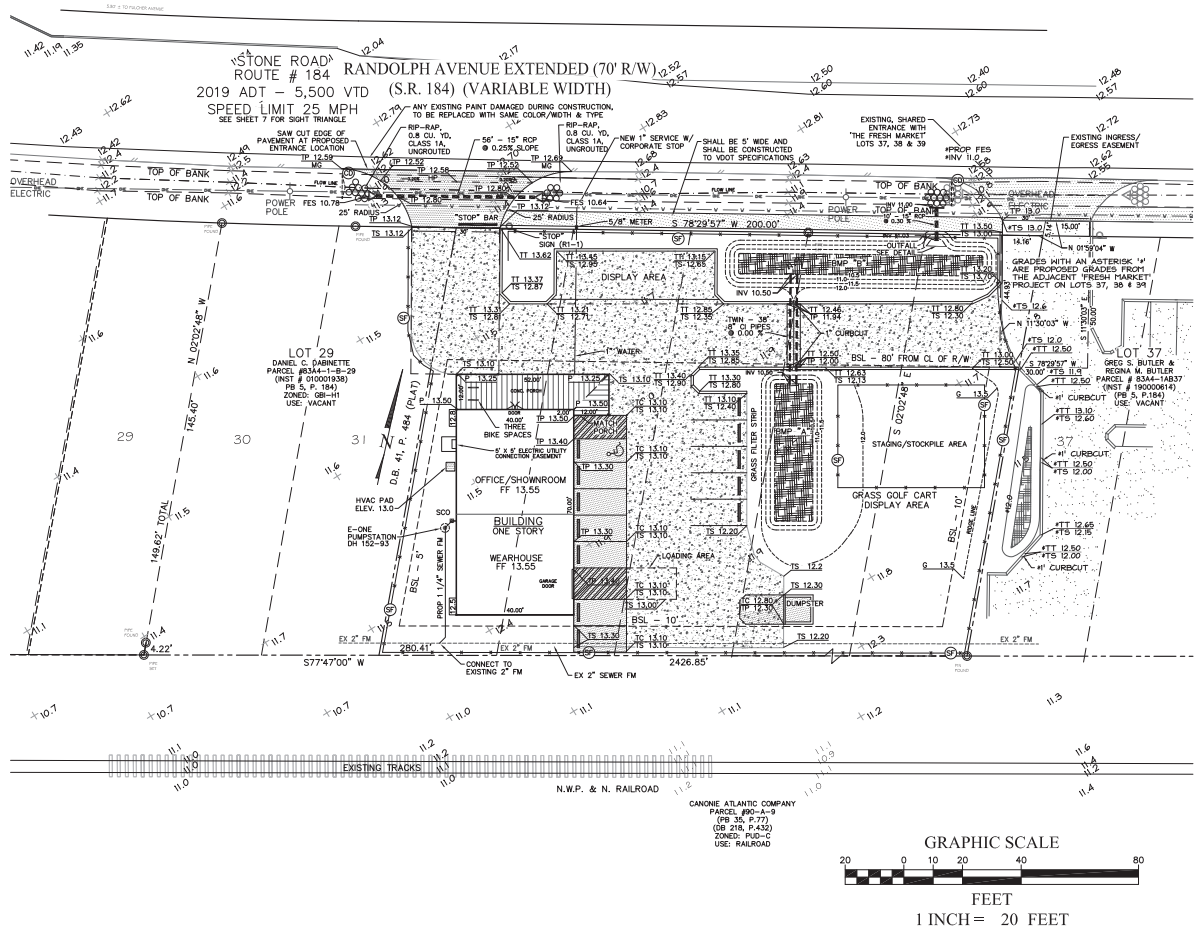
4 SHEET OF 8

UTILITY LINES UNDERGROUND

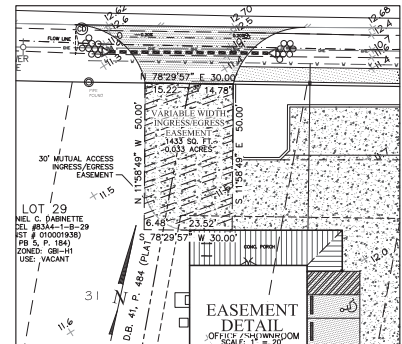
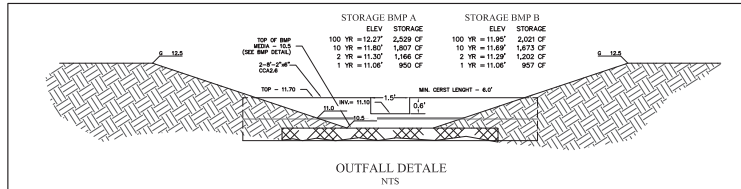
ALL NEW UTILITY LINES SUCH AS ELECTRIC, TELEPHONE, CATV, OR OTHER SIMILAR LINES SHALL BE INSTALLED UNDERGROUND. THIS REQUIREMENT SHALL APPLY TO LINES SERVING INDIVIDUAL SITES AS WELL AS TO UTILITY LINES NECESSARY WITHIN A PROJECT. ALL JUNCTION AND ACCESS BOXES SHALL BE SCREENED WITH APPROPRIATE LANDSCAPING. ALL UTILITY PAD FIXTURES AND METERS SHALL BE SHOWN ON THE SITE PLAN. THE NECESSITY FOR UTILITY CONNECTIONS, METER BOXES, ETC., SHOULD BE RECOGNIZED AND INTEGRATED WITH THE ARCHITECTURAL ELEMENTS OF THE SITE PLAN.



LEGEND	
CL	CENTERLINE ELEVATION
D	DITCH ELEVATION (AT CENTERLINE)
EP	EDGE OF PAVEMENT
G	GROUND ELEVATION
HP	HIGH POINT
MGL	MATCH EXISTING GRADE
SWALE	SWALE
TB	TOP OF BANK
TC	TOP OF CONCRETE
TP	TOP OF PAVEMENT
TS	TOP OF STONE
TT	TOP OF TIMBER



NO EXTERIOR LIGHTING IS TO BE PROVIDED



SITE DEVELOPMENT PLAN	
DESIGNED: RSK	CHECKED: RSK
DRAWN: KRS	APPROVED: RSK
DATE: 03/26/20	
SCALE: 1" = 20'	
PROJECT # 220001	
5 SHEET OF 8	

KELLAM GERWITZ
 ENGINEERING - SURVEYING - PLANNING
 560 CENTRAL BUSINESS DRIVE, SUITE 110 - VIRGINIA BEACH, VA 23464
 (757) 440-0000 - FAX (757) 440-0001

SITE DEVELOPMENT PLAN
 FOR
 CUSTOM CARTS
 AT CAPE CHARLES
 FOR
 MALCOLM HAYWARD
 VIRGINIA

DATE: 03/26/20
 SCALE: 1" = 20'

TABLE 231-3 (Revised June 2002)		
TEMPORARY SEEDING SPECIFICATIONS QUICK REFERENCE FOR ALL REGIONS		
	SEED	APPLICATION RATES
APPLICATION DATE	SPECIES	
Sept. 1 - Feb. 15	50/50 Mix of Annual Ryegrass(<i>Lolium multiflorum</i>) - Sawtooth (Crested) Vernal Ryegrass (<i>Lolium cernuum</i>)	50 -100 (lb/acre)
Feb. 15 - Apr. 30	Annual Ryegrass (<i>Lolium multiflorum</i>)	65 -100 (lb/acre)
May 1 - Aug. 31	Germian Millet	50 (lb/acre)

FERTILIZER & LIME	
● Apply 10-10-10 fertilizer at a rate of 400 lbs./acre (or 100 lbs./1,000 sq. ft.) ● Apply Purviewed Agronomic Limestone at a rate of 2 tons/acre (or 50 lbs./1,000 sq. ft.)	

NOTE:

1. A soil test is necessary to determine the actual amount of nitrogen to adjust the soil pH of site. Incorporate the lime and fertilizer into the top 4-6 inches of the soil by disking or by other means.
2. When applying Slowly Available Nitrogen, use rates available in *Guidelines & Sediment Control Technical Handbook* (B.A. 2000) *Handbook Management for Development Sites*. Visit <http://www.dnr.state.nj.us/biodiversity/Technical>

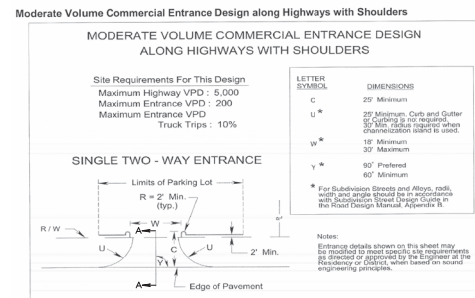
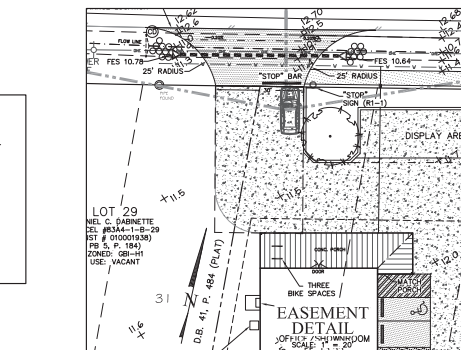
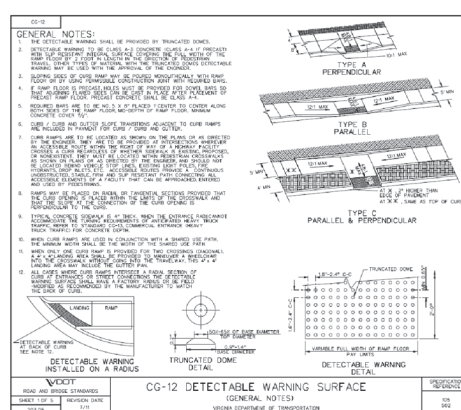
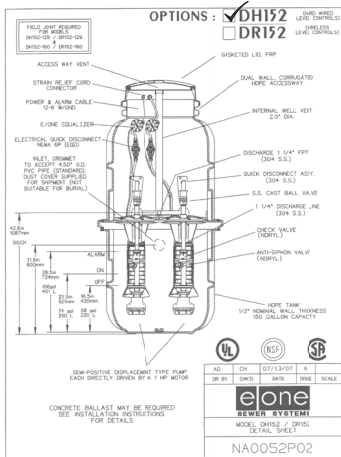
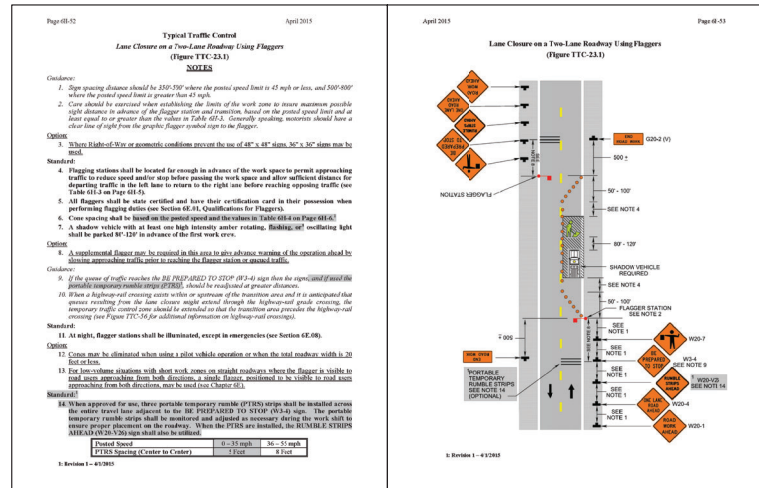
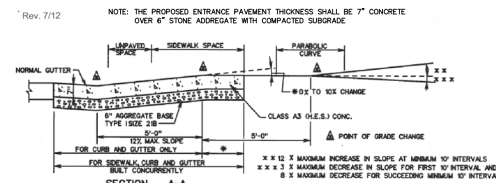
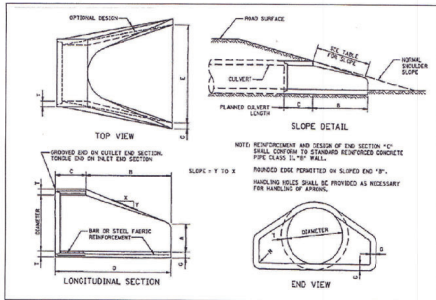


FIGURE 4-15 MODERATE VOLUME COMMERCIAL ENTRANCE DESIGN ALONG HIGHWAYS WITH SHOULDERS*

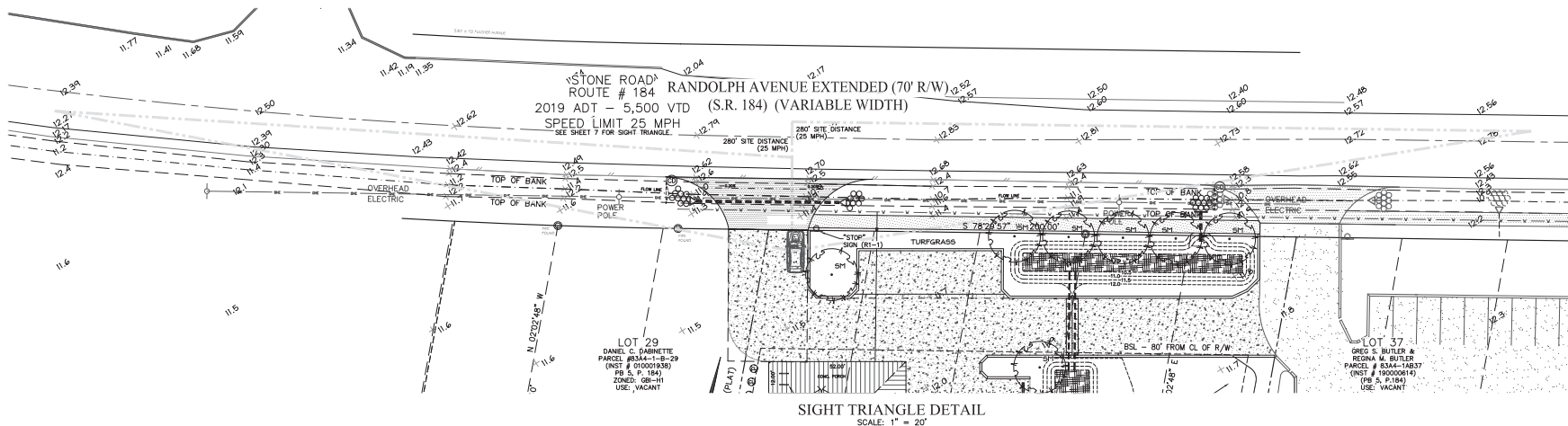
Note: All entrance design and construction shall accommodate pedestrian and bicycle users of the highway in accordance with the Commonwealth Transportation Board's "Policy for Integrating Bicycle and Pedestrian Accommodations".





Diam.	Weight Per Section	Approx. Slope Y to X	T	A	B	C	D	E	G	R	f
12"	550	1 to 2.4	2"	4"	24"	48-7/8"	72-7/8"	24"	2"	1-1/2"	0.87
15"	700	1 to 2.4	2-1/4"	6"	27"	46"	73"	30"	2-1/4"	1-1/2"	0.87
18"	950	1 to 2.3	2-1/2"	9"	27"	46"	73"	36"	2-1/2"	1-1/2"	0.87
21"	1280	1 to 2.4	2-3/4"	9"	36"	37-1/2"	73-1/2"	42"	2-3/4"	1-1/2"	0.87
24"	1520	1 to 2.5	3"	9-1/2"	43-1/2"	30"	73-1/2"	48"	3"	1-1/2"	0.87
27"	1980	1 to 2.5	3-1/4"	10-1/2"	49-1/2"	24"	73-1/2"	54"	3-1/4"	1-1/2"	0.9
30"	2190	1 to 2.5	3-1/2"	12"	54"	19-3/4"	73-3/4"	60"	3-1/2"	1-1/2"	0.14
36"	4100	1 to 2.5	4"	15"	63"	34-3/4"	97-3/4"	72"	4"	1-1/2"	0.12
42"	5380	1 to 2.5	4-1/2"	21"	63"	35"	98"	78"	4-1/2"	1-1/2"	0.15
48"	6550	1 to 2.5	5"	24"	72"	26"	98"	84"	5"	1-1/2"	0.18
54"	8240	1 to 2.0	5-1/2"	27"	65"	13-1/4"	98-1/4"	90"	5-1/2"	1-1/2"	0.12
60"	8730	1 to 1.9	6"	35"	60"	39"	99"	96"	5"	1-1/2"	0.25
66"	10710	1 to 1.7	6-1/2"	30"	72"	27"	99"	102"	5-1/2"	1-1/2"	0.11
72"	12520	1 to 1.8	7"	36"	78"	24"	99"	108"	6"	1-1/2"	0.15
78"	14770	1 to 1.8	7-1/2"	36"	90"	21"	111"	114"	6-1/2"	1-1/2"	0.40
84"	18160	1 to 1.6	8"	36"	90-1/2"	21"	111-1/2"	120"	6-1/2"	1-1/2"	0.46
90"	20900	1 to 1.5	8-1/2"	41"	87-1/2"	24"	111-1/2"	132"	6-1/2"	6"	0.51

FLARED END SECTION DETAIL
NOT TO SCALE
DIMENSIONS MAY VARY BY MANUFACTURER



#	DATE	DESCRIPTION
1	03/26/20	DESIGNED BY: RSK DRAWN BY: KRS CHECKED BY: RSK APPROVED BY: RSK DATE: 03/26/20 SCALE: 1" = 20'
2	03/26/20	FOR REVIEW COMMENTS 03/26/20 & 04/01/20
3	03/26/20	FOR REVIEW COMMENTS 03/26/20 & 04/01/20

DETAILS 2
FOR
CUSTOM CARTS
AT CAPE CHARLES
FOR
MALCOLM HAYWARD
VIRGINIA

CAPE CHARLES

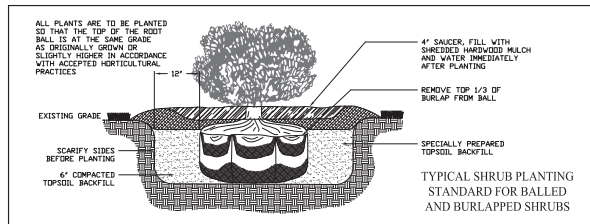
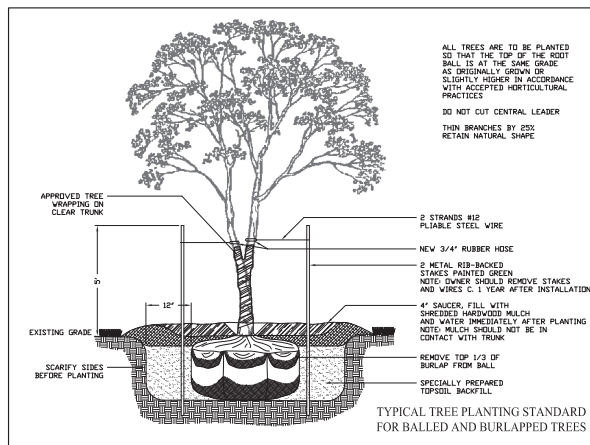


DESIGNED: RSK
DRAWN: KRS
CHECKED: RSK
APPROVED: RSK
DATE: 03/26/20
SCALE: 1" = 20'

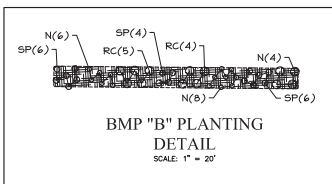
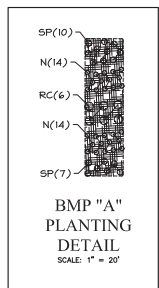
KELAM
GERWITZ
ENGINEERING - SURVEYING - PLANNING
500 CENTRAL DRIVE, SUITE 111 - VIRGINIA BEACH, VA 23464
(757) 440-0024 - FAX (757) 440-0025

PROJECT # Z20001

7 SHEET OF 8

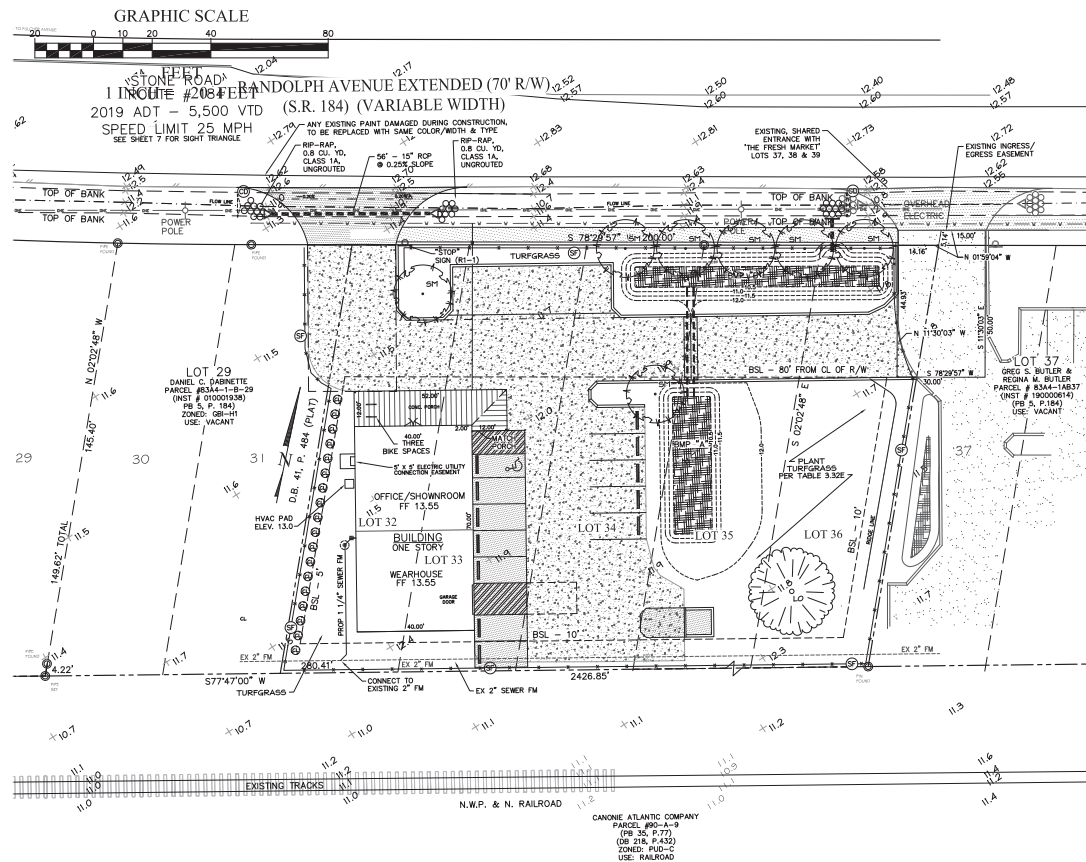


PLANT KEY					
KEY	QTY.	COMMON NAME	BOTANICAL NAME	MINIMUM SIZE	SPACING
SM	7	COLUMNAR SUGAR MAPLE	ACER SACCABARCTE 'COLUMNARE'	6' TO 8' FT	20' ON CENTERS
LO	1	LIVE OAK	QUERCUS VIRGINIANA	2" - 2 1/2" CALIPER	AS SHOWN
SHRUBS - 18 TOTAL					
CL	18	CLEYERA	C. JAPONICUS aka ZIERSTROEDERIA GYRANTHERA	30" - 36"	3' OC



PLANT KEY FOR BIO-RETENTION BASINS					
KEY	QTY.	COMMON NAME	BOTANICAL NAME	MINIMUM SIZE	SPACING
SHRUBS					
N	42	NANDINA	ANANDINA DOMESTICA	12" HEIGHT	AS SHOWN
RC	18	RED CHOCERRY	ARONIA ARBIFOLIA	18" - 24" HEIGHT	AS SHOWN
SP	33	SHEET PEPPERBUSH	CLETHRA ALNIFOLIA	18" - 24" HEIGHT	AS SHOWN
GRASSES					
AV	32	BROOMSEDGE	ANDROPOGON VIRGINICUS	12" HIGH	PLANT IN GROUPS
LO	32	RICE CUTGRASS	LEERSIA ORYZOIDES	12" HIGH	PLANT IN GROUPS
HERBACEOUS PLANTS					
CP	27	MARSH MARIGOLD	CALTHA PALUSTRAS	12" HIGH	18" O.C.

GRASSES AND HERBACEOUS PLANTS ARE TO BE INTERSPERSED BETWEEN THE SHRUBBERY. EACH GRASS TYPE SHOULD BE SPREAD, IN GROUPS OF 3-4, OVER AN AREA OF APPROXIMATELY 150 SQUARE FEET WITH THE GROUPINGS SPREAD AROUND THE BMP. SIDESLOPES OF THE BMP ARE TO BE PLANTED WITH TURFGRASS.



Materials List

Building

Shingle roof in pewter grey

Shingle roof for the porch

Hardie Board siding

Azac wrapped wood columns for the porch

Parking area

Stone for parking area

Concrete for handicap parking area

Concrete curb bumpers for parking spots

HardiePlank®

Thickness 5/16 in
Length 12 ft planks

SELECT CEDARMILL® & SMOOTH

Width	5.25 in*	6.25 in	7.25 in	8.25 in
Exposure	4 in	5 in	6 in	7 in
Prime Pcs/Pallet	360	308	252	230
ColorPlus Pcs/Pallet	324	280	252	210
Pcs/Sq	25.0	20.0	16.7	14.3

SELECT CEDARMILL®



Width	5.25 in*	6.25 in	7.25 in	8.25 in
STATEMENT COLLECTION™				✓
DREAM COLLECTION™	✓	✓	✓	✓
PRIME	✓	✓	✓	✓

SMOOTH



Width	5.25 in*	6.25 in	7.25 in	8.25 in
STATEMENT COLLECTION™				✓
DREAM COLLECTION™	✓	✓	✓	✓
PRIME	✓	✓	✓	✓

BEADED CEDARMILL®



BEADED CEDARMILL® & BEADED SMOOTH

Width	8.25 in
Exposure	7 in
ColorPlus Pcs/Pallet	210
Pcs/Sq	14.3
STATEMENT COLLECTION™	
DREAM COLLECTION™	✓
PRIME	

BEADED SMOOTH



*5.25 in widths not available in Virginia District for HZ5® product zones.

HardiePanel®

Thickness 5/16 in

SELECT CEDARMILL°, SMOOTH, STUCCO & SIERRA 8

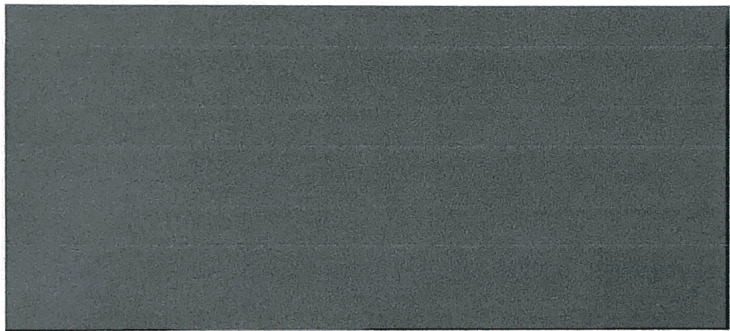
Size	4 ft x 8 ft	4 ft x 9 ft	4 ft x 10 ft
Prime Pcs/Pallet	50	50	50
ColorPlus Pcs/Pallet	50	—	50
Pcs/Sq	3.2	2.8	2.5

SELECT CEDARMILL°



Size	4 ft x 8 ft	4 ft x 9 ft	4 ft x 10 ft
STATEMENT COLLECTION™			✓
DREAM COLLECTION™	✓		✓
PRIME	✓	✓	✓

SMOOTH



Size	4 ft x 8 ft	4 ft x 9 ft	4 ft x 10 ft
STATEMENT COLLECTION™			✓
DREAM COLLECTION™	✓		✓
PRIME	✓	✓	✓

STUCCO



Size	4 ft x 8 ft	4 ft x 9 ft	4 ft x 10 ft
STATEMENT COLLECTION™			
DREAM COLLECTION™	✓		✓
PRIME	✓	✓	✓

SIERRA 8



Size	4 ft x 8 ft	4 ft x 9 ft	4 ft x 10 ft
STATEMENT COLLECTION™			
DREAM COLLECTION™			
PRIME	✓	✓	✓

HardieShingle®

Thickness 1/4 in



STAGGERED EDGE PANEL

Length	48 in
Height	15.25 in
Exposure	6 in
Prime Pcs/Pallet	100
ColorPlus Pcs/Pallet	100
Sq/Pallet	2
Pcs/Sq	50.0

STATEMENT
COLLECTION™ ☒

DREAM
COLLECTION™ ☒

PRIME ☒



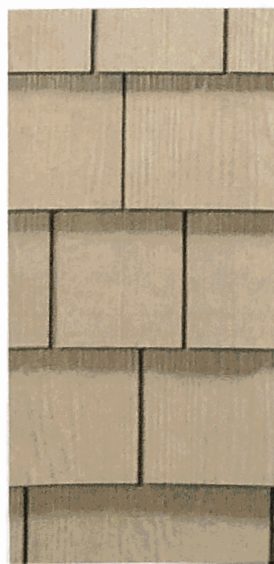
STRAIGHT EDGE PANEL

Length	48 in
Height	15.25 in
Exposure	7 in
Prime Pcs/Pallet	86
ColorPlus Pcs/Pallet	86
Sq/Pallet	2
Pcs/Sq	43.0

STATEMENT
COLLECTION™ ☒

DREAM
COLLECTION™ ☒

PRIME ☒



INDIVIDUAL SHINGLES

Length	4.2in 5.5in 6.75in 7.25in 10 in
Height	15.25 in
Exposure	7 in
Prime Pcs/Pallet	630
Sq/Pallet	2
Pcs/Sq	315.0

STATEMENT
COLLECTION™ ☐

DREAM
COLLECTION™ ☐

PRIME ☒



HALF ROUNDS

Length	48 in
Height	15.25 in
Exposure	7 in
Prime Pcs/Pallet	86
Sq/Pallet	2
Pcs/Sq	43.0

STATEMENT
COLLECTION™ ☐

DREAM
COLLECTION™ ☐

PRIME ☒

HardieTrim®

Length 12 ft boards

NT3® BOARDS SMOOTH



4/4 SMOOTH

Thickness	.75 in				
Width	3.5 in	5.5 in	7.25 in	9.25 in	11.25 in
ColorPlus Pcs/Pallet	312	208	156	104	104
STATEMENT COLLECTION™	✓	✓	✓	AW	✓
DREAM COLLECTION™	✓	✓	✓	✓	✓
PRIME					

5/4 SMOOTH

Thickness	1 in					
Width	3.5 in	4.5 in	5.5 in	7.25 in	9.25 in	11.25 in
ColorPlus Pcs/Pallet	240	200	160	120	80	80
STATEMENT COLLECTION™	✓	✓	✓	✓	AW	✓
DREAM COLLECTION™	✓	✓	✓	✓	✓	✓
PRIME						

AW - Arctic White only. Not available in the standard trim product Statement Collection™ color offering.

BATTEN BOARDS

SMOOTH

RUSTIC GRAIN®

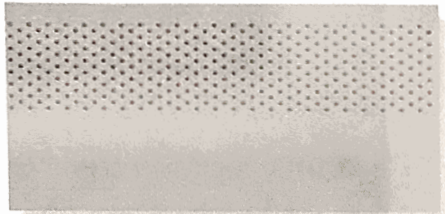
SMOOTH & RUSTIC GRAIN®

Thickness	.75 in	STATEMENT COLLECTION™	✓
Width	2.5 in	DREAM COLLECTION™	✓
Prime Pcs/Pallet	190	PRIME	✓
ColorPlus Pcs/Pallet	437		

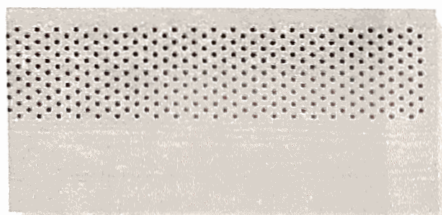
HardieSoffit®

Thickness 1/4 in

VENTED SMOOTH



VENTED SELECT CEDARMILL®



NON-VENTED SMOOTH



NON-VENTED SELECT CEDARMILL®



BEADED PORCH PANEL



VENTED SMOOTH & SELECT CEDARMILL®

Length	12 ft	12 ft	8 ft
Width	12 in	16 in	24 in
Prime Pcs/Pallet	200	150	100
ColorPlus Pcs/Pallet	216	156	50

Size	12 ft x 12 in	12 ft x 16 in	8 ft x 24 in
STATEMENT COLLECTION™	✓		
DREAM COLLECTION™	✓	✓	✓
PRIME	✓	✓	✓

Size	12 ft x 12 in	12 ft x 16 in	8 ft x 24 in
STATEMENT COLLECTION™			
DREAM COLLECTION™	✓	✓	✓
PRIME	✓	✓	✓

NON-VENTED SMOOTH & SELECT CEDARMILL®

Length	12 ft	12 ft	8 ft	8 ft
Width	12 in	16 in	24 in	48 in
Prime Pcs/Pallet	200	150	100	50
ColorPlus Pcs/Pallet	216	156	50	—

Size	12 ft x 12 in	12 ft x 16 in	8 ft x 24 in	8 ft x 48 in
STATEMENT COLLECTION™	✓	AW	AW	
DREAM COLLECTION™	✓	✓	✓	
PRIME	✓	✓	✓	✓

Size	12 ft x 12 in	12 ft x 16 in	8 ft x 24 in	8 ft x 48 in
STATEMENT COLLECTION™				
DREAM COLLECTION™	✓	✓	✓	
PRIME	✓	✓	✓	✓

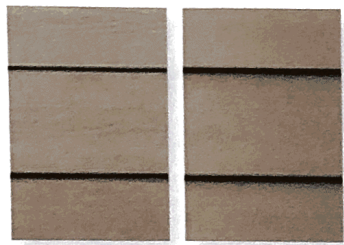
BEADED PORCH PANEL

Thickness	1/4 in	STATEMENT COLLECTION™	
Length	8 ft	DREAM COLLECTION™	✓
Width	48 in	PRIME	✓
Prime Pcs/Pallet	50		
ColorPlus Pcs/Pallet	50		

AW - Arctic White only. Not available in the standard trim product Statement Collection™ color offering.

HardiePlank®

Thickness 5/16 in
Length 12 ft planks

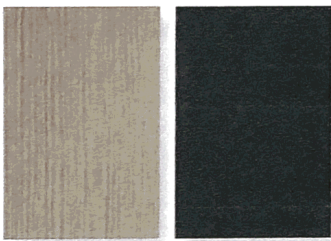


SELECT CEDARMILL® & SMOOTH

Width 8.25 in
Exposure 7 in
ColorPlus 210
Pcs./Pallet

HardiePanel®

Thickness 5/16 in



SELECT CEDARMILL® & SMOOTH

Size 4 ft x 10 ft
ColorPlus 50
Pcs./Pallet

HardieShingle®

Thickness 1/4 in
Length 48 in



STRAIGHT EDGE PANEL

Height 15.25 in
Exposure 7 in
ColorPlus 86
Pcs./Pallet



STAGGERED EDGE PANEL

Height 15.25 in
Exposure 6 in
ColorPlus 100
Pcs./Pallet

HardieSoffit®

Thickness 1/4 in
Length 12 ft



VENTED SMOOTH

Width	12 in	16 in*	24 in*
Length	12 ft	12 ft	8 ft
ColorPlus	216	156	108
Pcs./Pallet			

NON-VENTED SMOOTH

Width	12 in	16 in*	24 in*
Length	12 ft	12 ft	8 ft
ColorPlus	216	156	108
Pcs./Pallet			

*16 in and 24 in soffit panels only available in Arctic White

HardieTrim®

4/4 SMOOTH



5/4 SMOOTH



BATTEN BOARDS

4/4 SMOOTH



Thickness	.75 in	1 in										.75 in
Length	12 ft boards	12 ft boards										12 ft boards
Width	3.5 in 5.5 in 7.25 in 9.25 in* 11.25 in	3.5 in 4.5 in 5.5 in 7.25 in 9.25 in* 11.25 in	2.5 in									
ColorPlus	312 208 156 104 104	240 200 160 120 80 80	190									
Pcs./Pallet												

*Only available in Arctic White

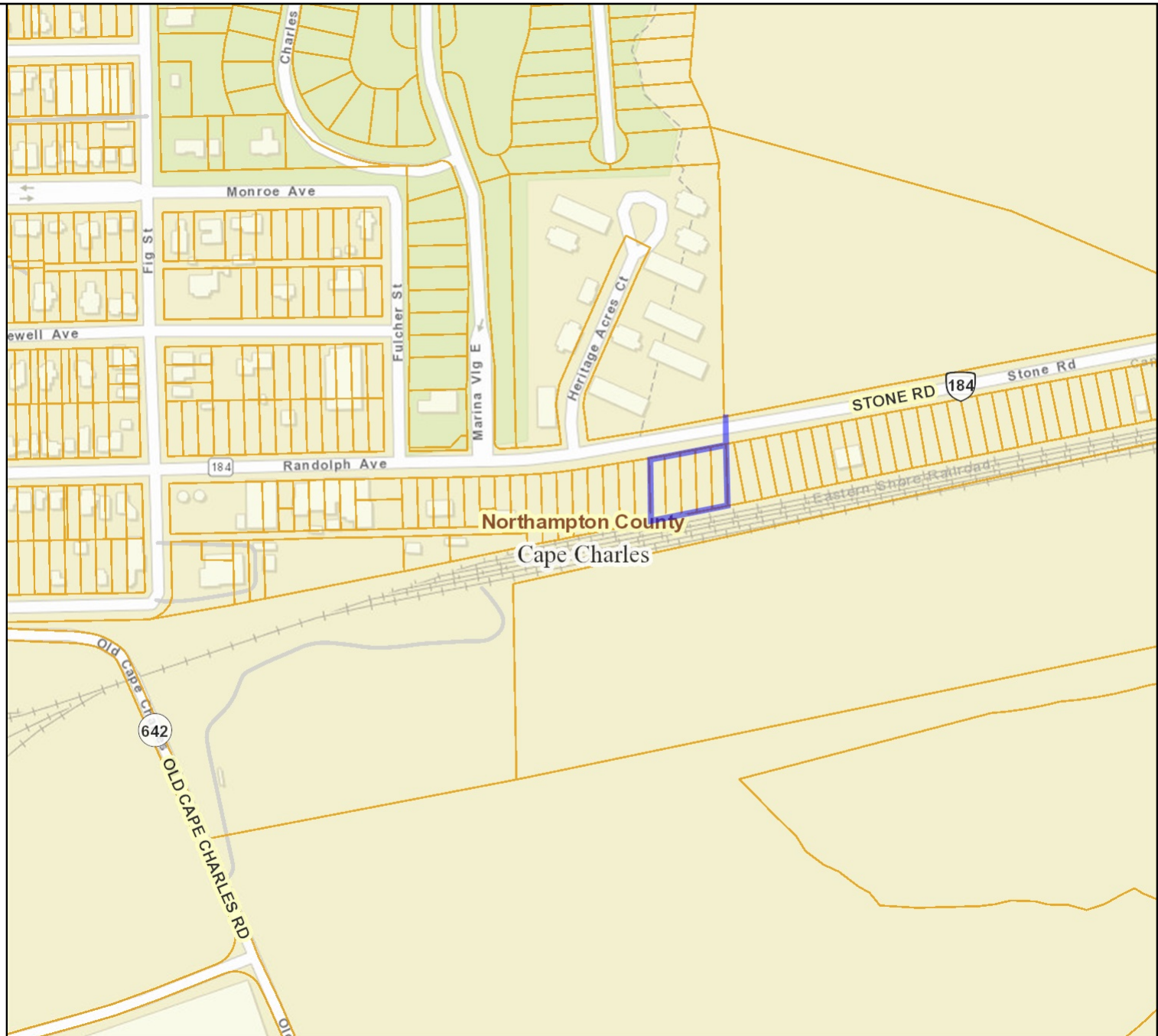


Selecting a color? Request a product sample at jameshardiepros.com/samples

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: Property Map

Date: 4/22/2021

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.