

Historic District Review Board

Regular Meeting Agenda

Cape Charles Civic Center
May 18, 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 – (1) March 16, 2021; (2) April 2, 2021; (3) April 20, 2021; (4) April 28, 2021
5. Unfinished Business
 - A. 315 Randolph Avenue: 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
6. New Business
 - FENCES ONLY:
 - A. 506 Tazewell Avenue: Pre-Application/Application for a Certificate of Appropriateness to install a 6 ft. pine fence
 - B. 538 Monroe Avenue: Pre-Application/Application for a Certificate of Appropriateness to install a 39" fence
 - OTHER – SOLAR PANEL
 - C. 9 Park Row: Pre-Application/Application for a Certificate of Appropriateness to install solar panels on the single-family detached dwelling
 - RENOVATION, MINOR
 - D. 546 Randolph Avenue: Pre-Application/Application for a Certificate of Appropriateness to restore porch railing
 - E. 509 Harbor Avenue: Pre-Application/Application for a Certificate of Appropriateness for replacement of siding, shutters, and trim
 - F. 214 Jefferson Avenue: Pre-Application/Application for a Certificate of Appropriateness to renovate the exterior on the single-family detached dwelling
 - G. 635 Monroe Avenue: Pre- Application/Application for a Certificate of Appropriateness to replace a deck
 - RENOVATION & SIGN – COMMERCIAL DISTRICT
 - H. 211 Mason Avenue: Pre-Application/Application for a Certificate of Appropriateness to renovate the exterior and install a sign on a commercial building

- I. 301 Mason Avenue: Pre-Application/Application for a Certificate of Appropriateness to remodel and renovate second floor and addition of column supported porch above existing front entry and addition of "juliette" style balconies on a commercial building

RENOVATIONS & ADDITIONS

- J. 426/428 Randolph Avenue: Pre-Application/Certificate of Appropriateness to construct a new addition and restore an existing porch on a duplex
- K. 425 Randolph Avenue: Pre-Applicaton/Certificate of Appropriateness to renovate the exterior on the single-family detached dwelling
- L. 524/526 Peach Street: Pre-Application for a Certificate of Appropriateness to raise and add new foundation to the house; 420 sq. ft addition on rear of house; add handrails & steps to front porch
- M. 618 Randolph Avenue: Pre-Application for a Certificate of Appropriateness to renovate the exterior, remove the chimney, and rebuild the addition

- 7. Other Business
 - A. None

- 8. Adjourn



HISTORIC DISTRICT REVIEW BOARD

Commercial – 3 District

Special Meeting

Cape Charles Civic Center

via Electronic Communications

April 2, 2021

10:00 a.m.

This Commercial – 3 District 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 of a Commercial – 3 District application. 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 10:00 a.m., Co-Chairman Herb Thom, having established a quorum, called to order the Special Meeting of the Historic District Review Board (HDRB). Physically present at the Civic Center were Planning Technician Tracy Outten and Herb Thom. In attendance via Zoom were Kathy Glaser, Martin Mayer, Michael Strub, Interim Town Planner/Zoning Administrator Katie Nunez, Community Relations Manager Jennifer Lewis, and the applicants. Edward Wells was not in attendance. There were no members of the public physically in attendance, but there were 21 viewers on Facebook Live.

PUBLIC COMMENT (AGENDA ITEMS ONLY):

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

NEW BUSINESS:

A. *Commercial – 3 District design and construct review for 2198 Stone Road – tax map #83-A-15.*

Chris Marshall and Mark Marshall, applicants, explained the three-part application as follows: (1) The new 20'x60' steel building would be used entirely storage; (2) The proposed renovations to construct a handicap ramp and a 20'x30' deck to the existing blue building located at 2218 Stone Road would help it better serve as an event venue; and (3) Add a permanent covering over the existing patio on the west side of the Cape Charles Brewing Company building located at 2198 Stone Road. The applicants added a speed limit reduction conversation has been started with the town manager.

There was some discussion on parking requirements. The applicants have approximately one hundred parking spaces available. Herb Thom asked for the zoning administrator's opinion. Katie Nunez said zoning was fine, thanked the applicants for the clarification on the parking spaces, and mentioned land disturbance requirements to them.

Motion made by Michael Strub, seconded by Kathy Glaser, to approve the Commercial – 3 Zoning District design at 2198 Stone Road and 2218 Stone Road as presented. The motion was approved by unanimous vote.

Roll call vote: Kathy Glaser, yes; Martin Mayer, yes; Michael Strub, yes; Herb Thom, yes.

Motion made by Michael Strub, seconded by Martin Mayer, to adjourn the April 2, 2021 Historic District Review Board Commercial - 3 District Special Meeting at 10:12 a.m. The motion was unanimously approved.

Roll call vote: Kathy Glaser; Martin Mayer, yes; Michael Strub, yes; Herb Thom, yes.

Co-Chairman Herb Thom

Planning Technician

DRAFT



DRAFT
HISTORIC DISTRICT REVIEW BOARD
Special Meeting
via Electronic Communications
April 20, 2021
6:00 p.m.

This Special Meeting of the Cape Charles Historic District Review Board (HDRB) 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 four applications to obtain a Certificate of Appropriateness and eleven pre-applications. 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 planner, planning technician and the clerk.

At approximately 6:15 p.m., Chairman Edward Wells, having established a quorum, called to order the Special Meeting of the HDRB. Physically present at the Civic Center was Herb Thom, Town Clerk Libby Hume and Community Relations Manager Jennifer Lewis. In attendance via Zoom were Edward Wells, Kathy Glaser, Martin Mayer, Michael Strub, Interim Town Planner Katie Nunez, and the majority of the applicants. There were no members of the public physically in attendance, but there were 22 viewers on Facebook.

PUBLIC COMMENT (AGENDA ITEMS ONLY):

Katie Nunez stated that several comments were received but all were related to item #6J – 114 Pine Street, which was scheduled for discussion toward the end of the agenda, and if okay with the Board, she would like to defer reading them until the agenda item. There were no objections from the Board.

APPROVAL OF AGENDA FORMAT:

Motion made by Herb Thom, seconded by Kathy Glaser, to approve the agenda format as presented. The motion was approved by unanimous vote.

APPROVAL OF MINUTES:

Motion made by Herb Thom, seconded by Michael Strub, to approve the minutes of the January 19, 2021 Special Meeting, the February 2, 2021 Special Meeting, and the February 16, 2021 Special Meeting as presented. The motion was approved by unanimous vote.

UNFINISHED BUSINESS:

A. *Approval after the fact Application for a Certificate of Appropriateness to re-roof a single-family dwelling at 4 Randolph Avenue – tax map #83A3-2-2-86.*

Katie Nunez stated that tonight's discussion would be specific to materials for a partial roof replacement approval after the fact. The other issues regarding permitting would be handled by her and the building official. The project met the requirements of the zoning ordinance and staff recommended approval of a Certificate of Appropriateness (COA) as proposed.

Motion made by Michael Strub, seconded by Kathy Glaser, to approve the materials for the partial roof replacement as presented. The motion was approved by majority vote with Herb

Thom opposed. Roll call vote: Kathy Glaser, yes; Martin Mayer, yes; Michael Strub, yes; Herb Thom, no; Edward Wells, yes.

- 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 #83A1-1-527B.*

Katie Nunez stated that a pre-application meeting was held with the HDRB on February 16, 2021 and all questions, except the window frame questions, had been resolved in this submission. If to the HDRB's satisfaction, staff recommended approval of the COA.

There was some discussion regarding the following: i) The contractor did not believe that the original frame for the window still existed; ii) The age of the addition could not be determined as records prior to 1984 could not be located; iii) The window would be slightly smaller than the one originally proposed and would be lowered to allow for more space from the roof line; iv) The window would be single over single to match the others on the house.

Motion made by Herb Thom, seconded by Kathy Glaser, to approve the Certificate of Appropriateness as presented. The motion was approved by unanimous vote. Roll call vote: Kathy Glaser, yes; Martin Mayer, yes; Michael Strub, yes; Herb Thom, yes; Edward Wells, yes.

- 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.*

The pre-application meeting with the HDRB was held on November 17, 2020 and the requested information had been provided. Katie Nunez stated that tonight's action involved the request to construct a rear addition to the house and the demolition of the old shed since a conditional use permit was necessary for construction of the accessory structure. The HDRB could indicate any comments or concerns regarding the proposed materials for the accessory structure.

The applicant, Sam Scharpf, explained the planned work to be performed.

There was some discussion regarding the following: i) The size of the accessory structure and location of the doors of the first and second floors; ii) The ADU would be used for long-term rental and the first floor would be used for storage; iii) The windows in the addition; iv) the material and slope of the roof of the addition.

Motion made by Herb Thom, seconded by Martin Mayer, to approve the Certificate of Appropriateness for the rear addition as presented. The motion was approved by unanimous vote. Roll call vote: Kathy Glaser, yes; Martin Mayer, yes; Michael Strub, yes; Herb Thom, yes; Edward Wells, yes.

- 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*

The HDRB approved the application for COA on August 18, 2020 and required 1) an evaluation be provided to determine the condition of the original siding; and 2) the dormer siding be changed, but all other elements of the application were approved.

Katie Nunez stated that there was insufficient information to address windows this evening since an application regarding the modifications was submitted last week and staff had not had time to review so was not recommending changing the windows at this time.

The applicant, Jay Meadow, stated that he was now asking to install Hardi Plank siding since the wood siding underneath the existing vinyl was in poor condition.

There was discussion regarding the height, location and material of the casing of the windows.

The HDRB expressed their support of the proposed siding and windows.

Motion made by Herb Thom, seconded by Kathy Glaser, to approve the replacement of the existing siding with Hardi Plank. The motion was approved by unanimous vote. Roll call vote: Kathy Glaser, yes; Martin Mayer, yes; Michael Strub, yes; Herb Thom, yes; Edward Wells, yes.

Motion made by Herb Thom, seconded by Kathy Glaser, to approve the raising of the windows on the first floor by one foot for alignment with the door frames. The motion was approved by unanimous vote. Roll call vote: Kathy Glaser, yes; Martin Mayer, yes; Michael Strub, yes; Herb Thom, yes; Edward Wells, yes.

Motion made by Kathy Glaser, seconded by Herb Thom, to approve the raising of the windows on the second floor to align the top casing of the window with the bottom of the soffit. The motion was approved by unanimous vote. Roll call vote: Kathy Glaser, yes; Martin Mayer, yes; Michael Strub, yes; Herb Thom, yes; Edward Wells, yes.

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*

Katie Nunez stated that this application was for the installation of a hanging sign mounted on the brick above the canopy on the commercial building located at 18 Strawberry Street. Signage in the historic district fell under the HDRB's authority relating to the materials being used, not the content. This sign was the exact same sign that was approved for the applicant's business location on Randolph Avenue. The proposed sign met the requirements of the zoning ordinance. The applicant had not yet joined the meeting.

Edward Wells commented that he looked at the building and checked the measurements of the proposed sign and noted that the sign would cover the band of brick that stood tall versus the basic flat brick. He expressed his preference for the size of the sign to be reduced for the sign placement to be below the band of brick.

Michael Strub stated that for the benefit of the applicant, it was essential that she be in attendance. The HDRB moved on to the next application stating that they would come back to this item if the applicant joined the meeting.

- 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*

Katie Nunez stated that this was another request to install signage and the dimensions were contained in the staff report.

The applicant, Meredith Lusk, stated that the style of the proposed sign was currently used by many businesses in the Town and had a nice wrought iron that complemented the character of the building.

Motion made by Herb Thom, seconded by Kathy Glaser, to approve the Certificate of Appropriateness for the installation of the signage at 325 Mason Avenue as presented. The motion was approved by unanimous vote. Roll call vote: Kathy Glaser, yes; Martin Mayer, yes; Michael Strub, yes; Herb Thom, yes; Edward Wells, yes.

- C. *Pre-Application for a Certificate of Appropriateness to install a fence at 615 Randolph Avenue – tax map #83A3-1-442*

Katie Nunez stated that the applicant was requesting approval to install a wooden privacy fence in the backyard and potentially into the front yard if permitted. The rear property line, corner to

corner, and the rear building lines, corner to corner, made up the rear yard. The fencing would be six foot tall across the back and four foot tall from the rear corner to the front corner.

There was discussion regarding whether the fence could remain natural versus being painted. The guidelines were reviewed and did not designate color and it was noted that there were many natural wood fences in the district.

Motion made by Kathy Glaser, seconded by Michael Strub, to approve the Certificate of Appropriateness to install a fence in the backyard at 615 Randolph Avenue as presented. The motion was approved by majority vote. Roll call vote: Kathy Glaser, yes; Martin Mayer, yes; Michael Strub, yes; Herb Thom, yes; Edward Wells, did not vote.

- D. *Pre-Application for a Certificate of Appropriateness to install a fence and a shed at 725 Tazewell Avenue – tax map #83A4-1-27*

Katie Nunez stated that the applicants were looking to place a 10' x 12' Quaker-style shed which had one barn-style door and 7' tall double doors on the gable end. Also, a 6' tall fence would be installed to enclose the backyard. The fence material would run horizontally.

There was discussion regarding: i) painted wooden fences; ii) materials and roof pitch of the shed; and iii) placement of the shed.

Motion made by Herb Thom, seconded by Kathy Glaser, to approve the Certificate of Appropriateness for the installation of the fence and shed at 725 Tazewell Avenue as presented. The motion was approved by majority vote. Roll call vote: Kathy Glaser, yes; Martin Mayer, yes; Michael Strub, yes; Herb Thom, yes; Edward Wells, yes.

- E. *Pre-Application for a Certificate of Appropriateness to install a fence and construct two sheds at 521/523 Monroe Avenue*

Katie Nunez stated that the applicant was 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.

Martin Mayer recused himself as he was the applicant and went on to explain that a fence would be installed in the rear of the property to the back corner of the house. Room would be left by the alley for golf cart parking. Two sheds would be constructed on each of the back corners of the property, one for each side of the duplex.

There was discussion regarding the siding on the shed and the roof pitch.

Motion made by Herb Thom, seconded by Michael Strub, to approve the Certificate of Appropriateness for the installation of the fence and two sheds at 521/523 Monroe Avenue as presented. The motion was approved by majority vote with Martin Mayer abstaining. Roll call vote: Kathy Glaser, yes; Martin Mayer, abstained; Michael Strub, yes; Herb Thom, yes; Edward Wells, yes.

- 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*

Katie Nunez stated that the applicants were seeking to replace the existing front porch flooring and the existing front door and add a gutter system to the front of the house. There would be no increase in square footage and the proposed work was found to be in line with the guidelines. Staff recommended approval.

The applicant, Cynthia Woodmansee, explained that the front porch flooring was rotting and warped, and the front door was well past its useful life and in need of replacement. A traditional white aluminum seamless gutter would be installed across the front and side of the house. When it rains, water comes off the roof like a waterfall and she wanted to protect the foundation.

There was discussion regarding: i) the flooring material; ii) the existing stairs were in good condition and the railing and all decorative elements would be preserved; and iii) There was much contention regarding the replacement of the historic door although there was a large crack in the door where light could be seen, and it no longer fit properly into the door jamb which allowed the wind and weather to come through, and could also be a safety issue. The applicant stated that the proposed door was a close replication but offered to have an absolute replication if the Board preferred. Three opinions had been obtained and all recommended replacement of the door. Katie Nunez suggested that further investigation could be done, and this matter could be reviewed again at the upcoming special meeting on April 28.

Motion made by Herb Thom, seconded by Kathy Glaser, to approve the Certificate of Appropriateness to replace the front porch flooring and installation of the gutter as presented and to defer further discussion and decision regarding the front door until the April 28 meeting. The motion was approved by unanimous vote. Roll call vote: Kathy Glaser, yes; Martin Mayer, yes; Michael Strub, yes; Herb Thom, yes; Edward Wells, yes.

- 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*

Katie Nunez stated that the applicant was seeking to remove the side addition, replace all windows and exterior doors, build a new front porch with roof and wrap it around the side; build a new back porch with roof, and repaint the exterior brick.

The applicant, Donald McMath, explained that the house was built in 1909 by his grandfather and renovated later by his grandmother who removed the front porch, remodeled the back porch and built a side addition to be a children's church. He would like to renovate the house making it look more like it did in 1909.

There was much discussion regarding: i) availability of old photos of the house; ii) the porch roof and windows; iii) a discrepancy in the records relating to lot size which needed to be confirmed before the zoning could be approved. The records of the town and county did not match the submitted survey. This issue would not affect the decision regarding the COA; iv) Edward Wells stated that he did not care for aluminum covering for fascia boards adding that it was inappropriate. The contractor offered to wrap the board and fascia with Azek; v) Edward Wells and Herb Thom did not like that the brick was being painted. The contractor noted that the brick was currently painted and needed to be redone.

Katie Nunez would get with the applicant regarding the site plan.

Motion made by Herb Thom, seconded by Kathy Glaser, to approve the Certificate of Appropriateness with 1) the fascia board being wrapped in Azek, 2) the window sashes would be vinyl inside existing wood frames, and all other aspects of the project as presented. The motion was approved by unanimous vote. Roll call vote: Kathy Glaser, yes; Martin Mayer, yes; Michael Strub, yes; Herb Thom, yes; Edward Wells, yes.

- 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*

The application was to demolish the existing accessory building and build a new one-story

garage, reconfigure the existing fence panels, and add a matching fence panel between the new garage and the neighbor's yard.

The applicant, Claudine Pierce, explained her plans adding that the windows and detailing for the garage would match the house.

Katie Nunez stated that this would be the continuance of an existing non-conforming use which is permitted. Everything was good from the zoning perspective. The summary of materials being proposed was included in the packet.

Motion made by Michael Strub, seconded by Herb Thom, to approve the Certificate of Appropriateness to demolish the existing accessory building and construct a new garage at 116 Tazewell Avenue as presented. The motion was approved by unanimous vote. Roll call vote: Kathy Glaser, yes; Martin Mayer, yes; Michael Strub, yes; Herb Thom, yes; Edward Wells, yes.

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

The application was to i) replace the dry, rotted wood siding on the front of the house with Hardi Plank boards with exposure to match the existing wood; 2) properly ventilate by exposing the attic window on the front of the house which was currently covered up; 3) exterior restoration of the original wood siding on the east and west sides of the original building and exterior trim for all windows and doors to be trimmed in solid wood; and 4) replacement of the dry rotted wood siding on the back addition of the house with Hardi Plank boards with exposure to match the existing wood.

This property previously obtained two COAs in 2018 and 2019 but not for the scope of work contained in this application. On November 18, 2020, the Town issued a Stop Work Order for siding work without permits. This application was a direct result of that enforcement action in order to remedy this situation.

The applicant, Arnold Fuog explained the project, explaining that he did not know that he had to come to the HDRB to remove or replace siding.

There was discussion regarding: i) the areas to be replaced with Hardi Plank boards; ii) The original material will be placed in the areas visible from the street. If there was not enough material, the applicant would come back to the HDRB regarding what other material that could be used; iii) When the vinyl siding was removed, two windows, covered with plywood, were revealed. These windows would be restored with the original windows which were found in the attic. There was much discussion regarding the windows.

Katie Nunez stated that the project met the zoning requirements.

Motion made by Martin Mayer, seconded by Michael Strub, to approve the Certificate of Appropriateness for the project at 547 Mason Avenue as proposed. The motion was approved by unanimous vote. Roll call vote: Kathy Glaser, yes; Martin Mayer, yes; Michael Strub, yes; Herb Thom, yes; Edward Wells, yes.

Town Clerk Libby Hume read comments submitted by Jim Granger, Sheri Reynolds and Barbara Brown, Michael and Rebecca Bowers, Ian Millington, Danny Meyer, John Cordle, Eric Feuillatte, Brad Gerber, Bill and Ann Hayward Walker, Jack Forgosh, and Richard and Michele Buisch all expressing their support for the application for a front porch and addition at 114 Pine Street. (Please see attached.)

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*

Katie Nunez stated that on January 16, 2018, the HDRB approved a COA for this property for a rear addition and side porch. The Board of Zoning Appeals (BZA) approved a variance 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. Under the ordinance, the applicant had one year after COA issuance to complete the project or the COA expired. There was no mechanism in the current ordinance for an administrative reissuance of a COA. This COA expired in 2019 and two years had lapsed since there had been any activity regarding the property. The applicant, Mr. Barrett Cree, was looking to advance only the original application from 2018 at this time, in order to have it on this evening's agenda. Mr. Cree would be coming forward in the future with a modification regarding a fence. Katie Nunez went on to state that she hoped the public comment received would not be the focus of this evening's conversation but that the HDRB would focus on re-examining the application.

There was discussion regarding: i) Edward Wells noted that the application was approved three years ago and none of the current HDRB members were on the board at that time; ii) No siding, windows, or trim materials were listed. Mr. Cree stated that he had submitted everything with the original application which was approved by the HDRB and BZA and went on to explain some of the delays in the original project; iii) The proposed materials for the addition were discussed. The siding would be board and batten, the porch would be concrete with standard 6" x 6" columns wrapped in Azek, the windows would be double pane vinyl or fiberglass composite, the casings were wood on the original house; iv) Much discussion ensued regarding the roof pitch which was very shallow and the best material to be used for the porch roof. The application was to use asphalt shingle for the addition, but Mr. Cree expressed his hope that the HDRB would approve the use of standing seam metal for the entire roof to help compensate for the low pitch of the existing roof. His contractors stated that standing seam metal would be a much better roof for that pitch; and v) This building was a non-contributing structure and there were a couple of houses with standing seam roofs in that neighborhood.

Motion made by Kathy Glaser, seconded by Herb Thom, to reauthorize the Certificate of Appropriateness from 2018 with a modification to the roof to be a standing seam metal roof. The motion was approved by unanimous vote. Roll call vote: Kathy Glaser, yes; Martin Mayer, yes; Michael Strub, yes; Herb Thom, yes; Edward Wells, yes.

Mr. Cree expressed his gratitude and thanked the HDRB for their consideration of his application and the modification in the roof.

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*

The applicant, Gia Owens, was not in attendance.

The HDRB stated their preference to reschedule discussion regarding this application until the application could be present. Katie Nunez stated that she would contact the applicant and try to reschedule this application for the April 28 special meeting which would be an on-site meeting at Eastern Shore Custom Carts.

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*

The HDRB went back to item #6A to check whether the applicant had joined the meeting. The applicant had not joined. Katie Nunez stated that she would contact the applicant to provide her with the HDRB's comments regarding the signage and try to have something for the April 28

special meeting agenda.

OTHER BUSINESS

There was no Other Business to review.

Motion made by Herb Thom, seconded by Martin Mayer, to adjourn the April 20, 2021 Historic District Review Board Special Meeting. The motion was approved by unanimous vote. Roll call vote: Kathy Glaser, yes; Martin Mayer, yes; Michael Strub, yes; Herb Thom, yes; Edward Wells, yes.

The meeting adjourned at 8:47 p.m.

Chairman Edward Wells

Town Clerk

**Comments submitted in writing for
April 20, 2021 Historic District Review Board Special Meeting**

Jim Granger

Subject: Historic District Review Board - 114 Pine Street
Members of the Historic District Review Board,

I am writing in support of Barrett Cree's request to add an addition and a new porch to his house on 114 Pine Street. He has already been approved through this process once before an accident and the illness/death of his father caused a delay in the project. Frankly, I don't understand why there isn't a process to obtain an extension and save the trouble of repeating the entire costly process. Either way, I support the modifications to his residence.

Sincerely,
Jim Granger
524 Jefferson Avenue

Sheri Reynolds & Barbara Brown

Subject: For April Meeting - Barrett Cree's application/114 Pine St.

Dear Members of the Historic Review Board:

We are permanent Cape Charles residents living at 226 Randolph Avenue, and we are writing in support of the (re)approval of the application for Barrett Cree's porch and addition at 114 Pine Street. We ask that you do whatever is necessary to help Mr. Cree continue work on his property renovation, understanding that his plans have already been approved before by this body. Please read and include these comments of support in the permanent record of your April meeting.

Many thanks,
Sheri Reynolds
Barbara Brown

Michael & Rebecca Bowers

Subject: Re: Recommendation for approval to Request for building permit for 114 Pine St. Cape Charles, Va.

We live at 209 Mason which overlooks the front of the property belonging to Mr. Barrett Cree. Since the original permit was issued, there have been extenuating circumstances as to why work could not be carried out. A permit that was originally granted would seem to be eligible for a newly established timeframe as it was deemed acceptable in the recent past.

Mr. Cree is a longtime business owner in the community and is mindful of the values and importance that the historic area represents. His property will add value to other properties around it.

As residents of town, we are aware of a number of dilapidated houses and businesses as well as hoards of unhooused junk, boats and trailers that sit unused for years that do not seem to get the attention of council. These problems persist even while someone who is trying to do things the right way gets penalized for no clear reason other than the passage of time.

We respectfully request that the Historic Review Board and Council approve Mr. Cree's building permit.

Michael Bowers
Rebecca Bowers

Ian Millington

Subject: 114 Pine Street, Cape Charles

We are very proud to call Cape Charles our town. Our neighbors take a lot of pride to help restore the homes of Cape Charles. It is very sad that so many homes are left vacant and make our property values decline! I hope the town will approve the building permit for Barrett Cree. I know Barrett will renovate this property to the standards required by the town. Thank you, property owner Jennifer Millington 339 Randolph Ave

Danny Meyer

Subject: 114 Pine St - please ensure this is read publicly

To the Cape Charles Historic District Review Board,

As owners of 405 Randolph Ave and the Harvey Building we are in full support of approving the construction of a porch and addition at 114 Pine St as previously approved by this board and permitted by the building department. There should be no reason to deny this request.

This application was made, approved and a building permit issued. It seems like a penalty to have to reapply to the HDRB if, as the applicant indicates, there is no process for building permit extension, which he tried to apply for prior to it's expiration, due to unforeseen circumstances.

Respectfully,
Danny Meyer
Dallan Construction INC.

John Cordle

Subject: Letter of Support ICO Mr. Barrett Cree

Letter of Support

This letter to the Cape Charles Historic Review Board is in support of an extension to the building permit to allow Mr. Barrett Cree to continue construction of a new porch and addition at 114 Pine Street.

As a new resident of Cape Charles, at 300 Mason Avenue Unit 2B, I have gotten to know Mr. Cree and am convinced that as a longstanding local resident, he will improve his property in compliance with local guidelines, and that his changes will be an overall positive contribution to Cape Charles.

2020 was a tough year for everyone, and if ever there was a case to provide some latitude for someone who has followed the rules and give them the benefit of the doubt, this is it. I am happy to be contacted at cordlejp@gmail.com with any questions.

I recommend Mr. Cree's Application be approved without any changes by the Historic Review Board and ask that my comments be publicly read into the record.

Sincerely,
John Cordle

Eric Feuillatte

Subject: 114 Pine Street

Dear review board,

I was in favor of the proposed improvement at 114 Pine Street when it was approved and I maintain my support. It is necessary to improve on the appearance of the Pine X Randolph intersection. Unforeseen circumstances including Covid shut down delayed the implementation of the proposed project, a porch and an addition to the house.

I expect the review board to confirm its previous acceptance of the project taking into consideration the difficulties of last year and there is no change to the application.

Respectfully yours,
Eric Feuillatte (owner at Pine and Monroe)
04/17/2021

Brad Gerber
Subject: Barrett Cree

As owners of 222 Randolph we are in full support of approving the construction of a porch and addition at 114 Pine St as previously approved by this board and permitted by the building department. We see no reason to deny this request. This application was made, approved and a building permit issued. As his neighbor we are in full support of his request for an extension. Please ensure this is read publicly.

Brad Gerber

Bill & Ann Hayward Walker
Subject: Full support for renewal of permit request for 114 Pine St.

To the Town of Cape Charles and Historic District Review Board:

My husband, Bill Walker, and I, respectfully request that the previously approved permit application for a porch addition be renewed without additional fees or delays. From our understanding, the lapse of this permit before construction was implemented was due to errors in the communication of the permit requirements, as well as an illness by the applicant. The lapse appears to be a bureaucratic / miscommunication issue, rather than one of substance, e.g., non-compliant design or lack of support. Therefore, I ask that the town and/or board find an appropriate means to allow this project to proceed immediately, as previously planned and approved. The applicant has purchased the materials and is ready to proceed.

We support improvements like this to the town. We have every confidence that this porch will be an aesthetic amenity and contribute to a good first impression of Cape Charles. The porch will face Randolph Ave. which is the most direct traffic entrance to the town and the beach. It occupies a visually-important corner which has been quite plain, and even unattractive, for a long time. We have resided here full time since 1997.

Very respectfully,
Bill and Ann Hayward Walker
306 Bay Avenue

Jack Forgosh
Subject: 114 Pine Street, cape Charles

The Town of Cape Charles and the town's residents co-exist within a partnership. Leaders are either elected by their citizens or appointed by those elected, to do what is in the best interest of the Town and its residents. As a homeowner who recently renovated my home within the Historic District, I find it unfair and unprofessional to make changes to what had already been approved and permitted by a prior Board. Mr. Cree is an important contributor to Cape Charles. His intentions are good and honorable and he is trying to do his best to lift up the Cape Charles community. Please honor the original permit that had been originally approved by the Town of Cape Charles.

Jack Forgosh
307 Randolph Ave

Richard & Michele Buisch

Subject: Support for 114 Pine Street new porch and addition - Historic Review Board's April meeting

To the Cape Charles Historic District Review Board,

As owner of 603 Monroe Ave my wife and I are in full support of approving the construction of the porch and addition at 114 Pine St. Due to unforeseen circumstances along with the hardship of the COVID-19 pandemic please reconsider Mr. Barrett Cree's permit which was previously approved by the board.

Respectfully,

Mr. Richard and Michele Buisch

Owners of 603 Monroe Ave Cape Charles Va 23310

DRAFT



HISTORIC DISTRICT REVIEW BOARD

Special Meeting

At Lots 32-36 on Stone Road

April 28, 2021

10:00 a.m.

At 10:00 a.m., Chairman Edward Wells, having established a quorum, called to order the Special Meeting of the Historic District Review Board (HDRB). In addition to Edward Wells, present were Martin, Mayer, Michael Strub, and Herb Thom. Kathy Glaser was not in attendance. Also, in attendance were Interim Town Planner/Zoning Administrator Katie Nunez, Planning Technician Tracy Outten, and the applicants. There was one member of the public in attendance.

PUBLIC COMMENT (AGENDA ITEMS ONLY):

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

Edward Wells thanked Elizabeth Russell for allowing the board and other applicants to meet on her property.

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.*

Herb Thom changed his opinion after visiting the property and noticing that other doors on neighboring homes have been replaced.

Motion made by Herb Thom, seconded by Michael Strub, to approve the Certificate of Appropriateness at 119 Peach Street to replace the front door on a two-story single-family detached dwelling as submitted with the following specifications: (1) the wood door would have horizontal panels; (2) a mechanical doorbell; and (3) a mail slot. The motion was approved by unanimous vote.

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

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.*

Rachel Wivell, applicant, apologized for not attending the March meeting. The applicant would like to reuse her sign from her former business location and place on the brick building like Lemon Tree did at the new location.

Discussion and questions were as follows: (i) Edward Wells wanted to know if the sign could fit below the masonry band and informed the applicant that the other signs on that street had not been approved. Katie Nunez said that was true and they were on the list to check. The applicant did not think the sign would fit without going on band; (ii) There was some discussion about placing signage on the canopy. The applicant mentioned that the landlord was supposed to replace it months ago, but it had not been done; (iii) The board did not think a sign should be mounted to the brick; and (iv) Edward Wells appreciated that the applicant was following the proper process.

Motion made by Herb Thom, seconded by Martin Mayer, to approve the Certificate of Appropriateness at 18 Strawberry Street to install a sign on the commercial building with the following conditions: (1) the zoning administrator has final approval; and (2) the sign was to be placed below the masonry border. The motion was approved by unanimous vote.

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

- B. *Commercial – 3 (C-3) District design and construct review for Lots 32-36 on Stone Road – tax map #'s 83A4-1-B-32, 33, 34, & 36.*

Elizabeth Russell, applicant, stressed the need to get started on the new Eastern Shore Custom Cart building and asked if the board members had any questions.

Katie Nunez summarized the provided material describing the proposed building and added that the set-back would be consistent with The Beach Market building.

There was much discussion on the roof pitch of the building. Edward Wells and Herb Thom stated that the applicant for the neighboring business changed the roof pitch after the board requested it and thought a standard may have been set. Katie Nunez did not agree. Elizabeth Russell was concerned of the cost. After considerable discussion regarding the various roof pitches adjacent to and across from this location, there was no defining roof pitch standard yet in the C-3 District.

Motion made by Herb Thom, seconded by Michael Strub, to approve the Commercial – 3 Zoning District design for Lots 32-36 on Stone Road as presented. The motion was approved by unanimous vote.

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

Motion made by Michael Strub, seconded by Martin Mayer, to adjourn the April 28, 2021 Historic District Review Board Special Meeting at 10:26 a.m. The motion was unanimously approved.

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

Chairman Edward Wells

Planning Technician



HISTORIC DISTRICT REVIEW BOARD STAFF REPORT

Meeting Date: ~~April 20, 2021~~ May 11, 2021

Item #: 5A – 315 Randolph Avenue

Prepared by: Katie H. Nunez, Interim Zoning Administrator

Date: April 13, 2021

APPLICANT: Gia Owens

SITE ADDRESS: 315 Randolph Avenue

TAX MAP: 83A3-1-527B

LOT SIZE: 5,638 sq. ft.

TYPE OF APPLICATION: Certificate of Appropriateness -
Approval after the Fact

WORK TO BE PERFORMED:

CURRENT ZONING: Residential-1 (R-1)

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):

UPDATED INFO:

This matter was on the April 20, 2021 HDRB Agenda but the applicant did not attend the ZOOM Call so the matter was deferred for one month.

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.

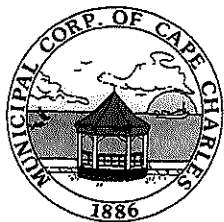
Staff is prepared to assist the Board in developing any motions, if required.

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



PRE-APPLICATION INFORMATION FORM

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

~~plannertech@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.

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

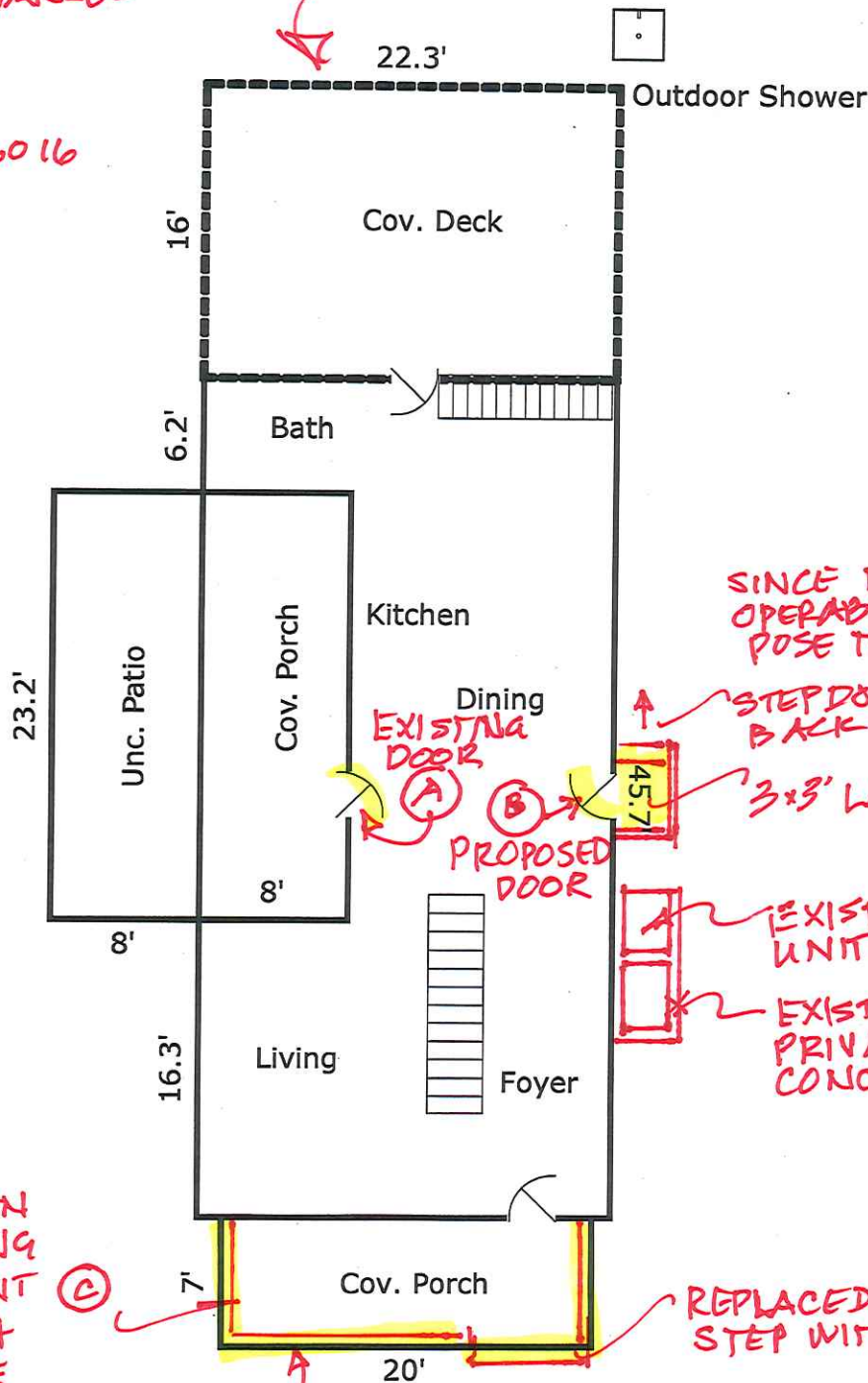
GIA OWENS

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

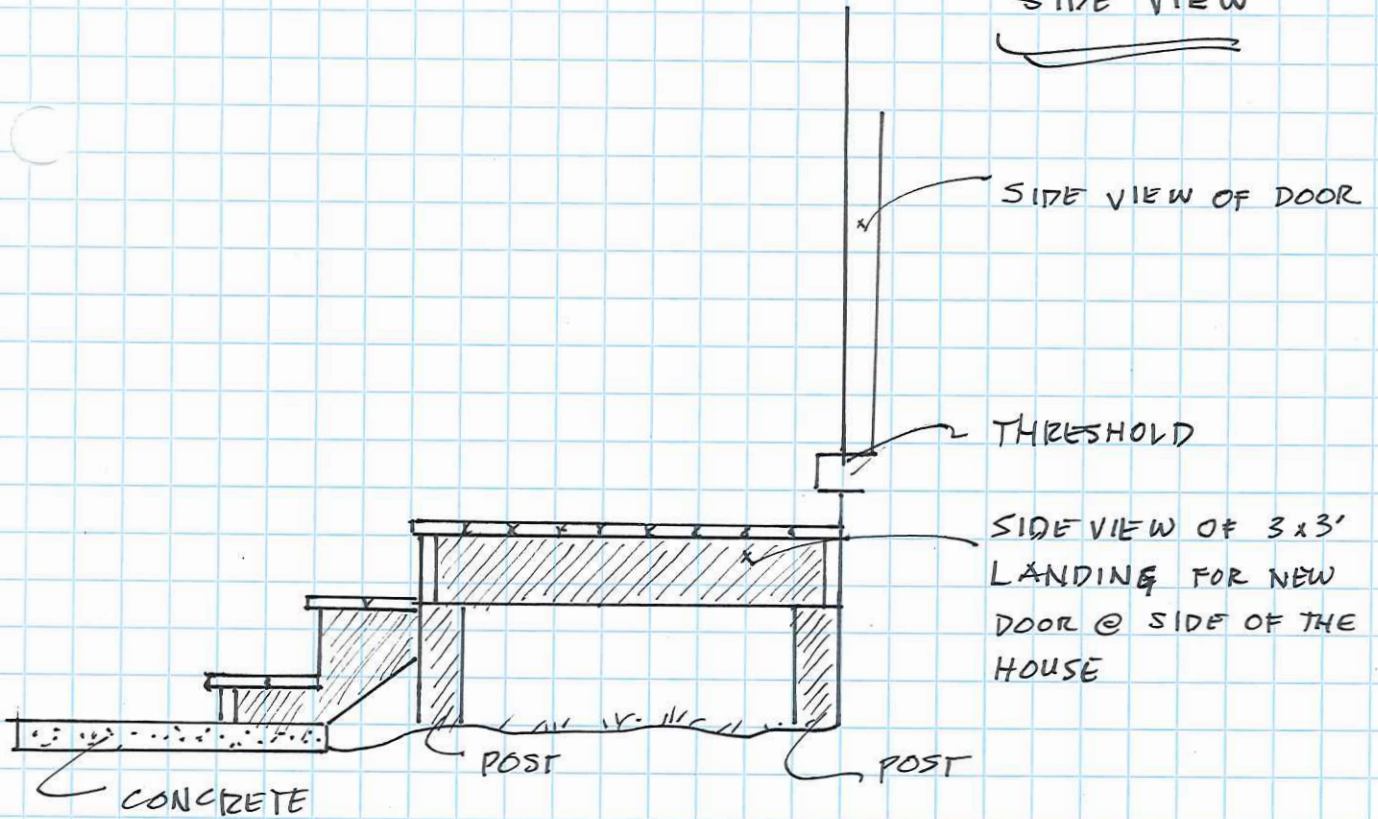
TOTAL Sketch by a la mode, inc.

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

FRONT

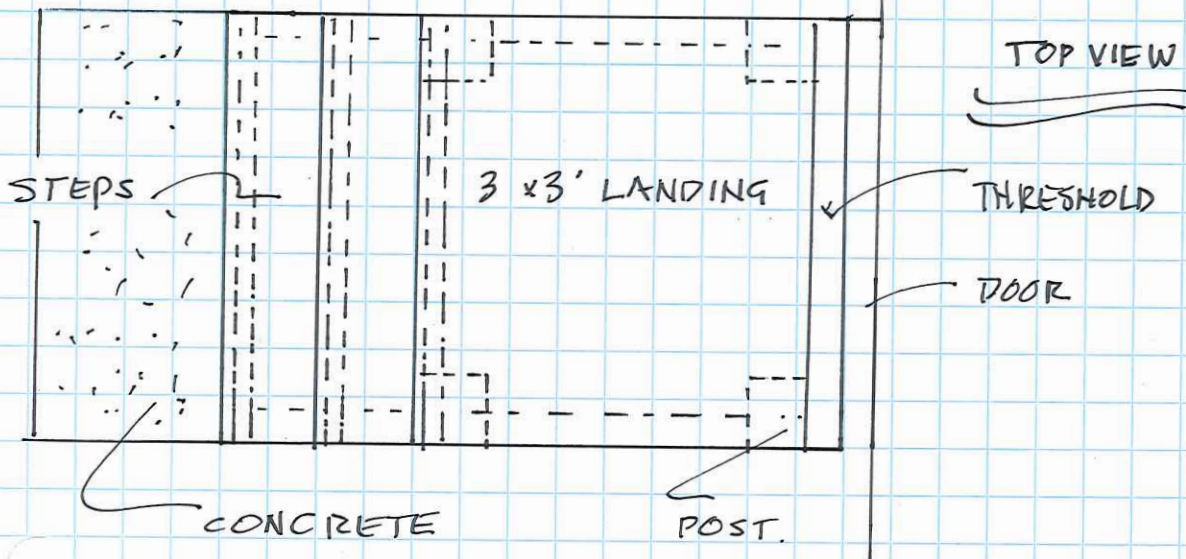
SIDE VIEW



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





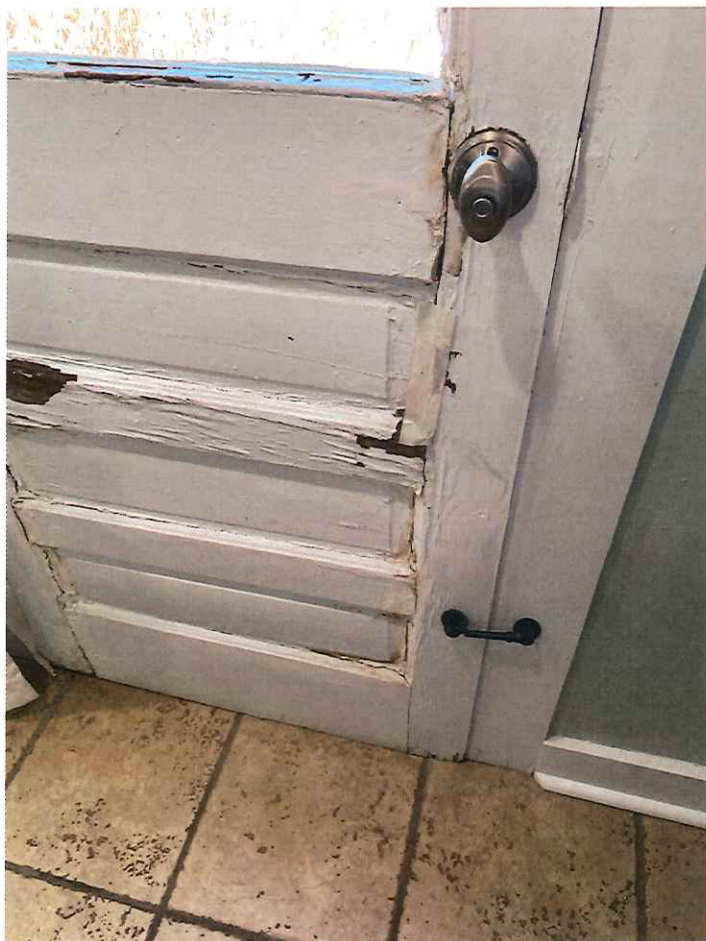
OUTSIDE VIEW



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

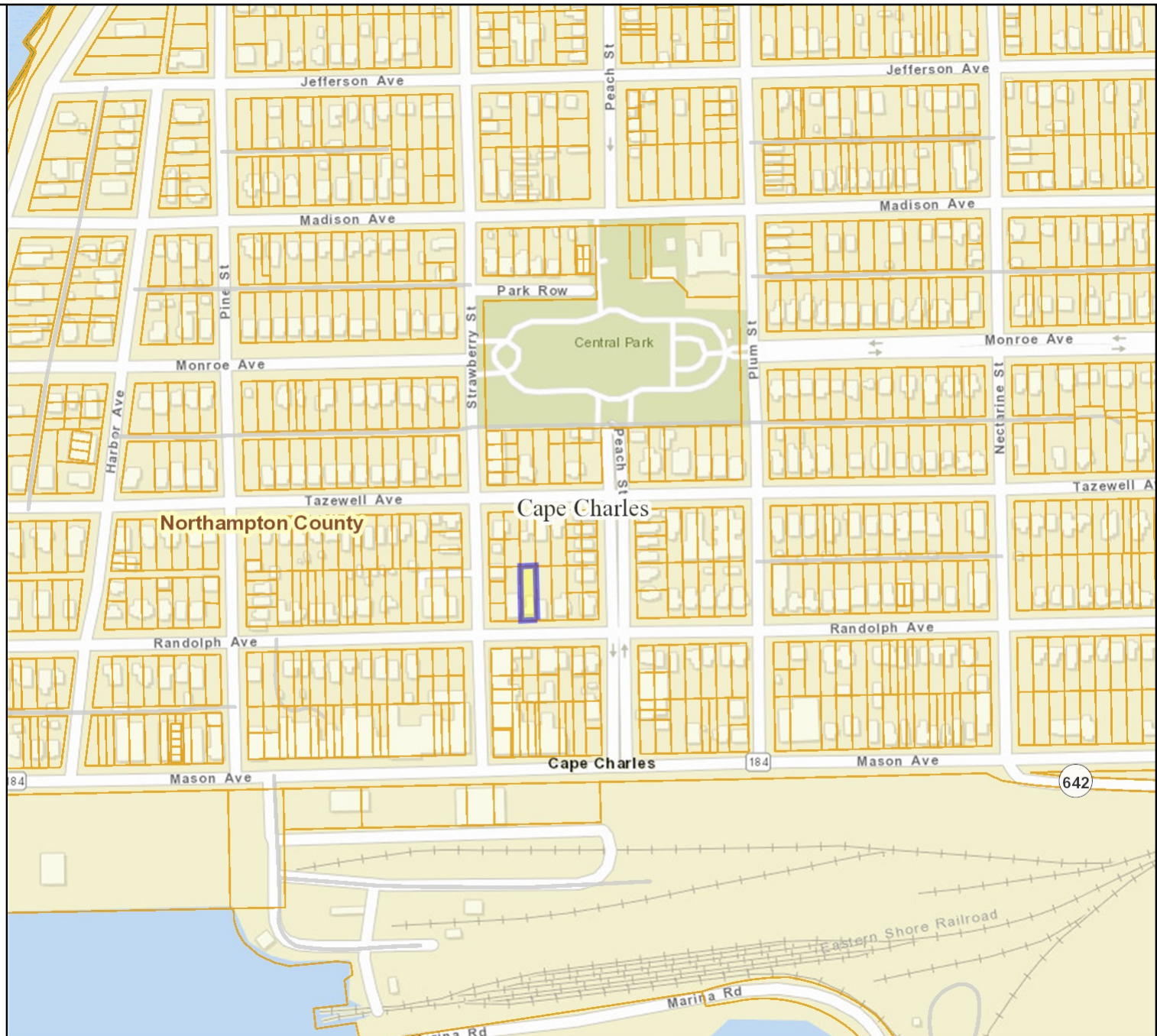
Comparable 6

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.

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=



HISTORIC DISTRICT REVIEW BOARD STAFF REPORT

Meeting Date: May 18, 2021

Item #: 6A – 506 Tazewell Avenue

Prepared by: Katie H. Nunez, Interim Zoning Administrator

Date: May 11, 2021

APPLICANT: Ken & Amijeanne Butta

SITE ADDRESS: 506 Tazewell Avenue

TAX MAP: 83A3-1-473

LOT SIZE: 5,200 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: Ca. 1900, Queen Anne

DATE APPLICATION RECEIVED: March 30, 2021

PRE-APPLICATION MTG: May 18, 2021

DATE APPLICATION DEEMED COMPLETE: April 15, 2021

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

The applicant is seeking to construct a 6 ft tall wooden privacy fence in the backyard. The gates will be 4 ft wide and placed at the front west side of the property and on the rear of the yard at the alley. He has requested a portion of the fence along the alley be 8 ft tall to block the view of the basketball court.

MATERIALS:

He is proposing to use pressure treated lumber, run horizontally.

STAFF ANALYSIS

ZONING COMPLIANCE:

The proposed fence, at total height of 6 ft, does meet the requirement of the zoning ordinance. The applicant's request to have the fence along the alleyway be 8 ft tall is not in compliance with the zoning ordinance and cannot be approved. The maximum height allowed is 6 ft. 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 recommends **APPROVAL** of a Certificate of Appropriateness for Item 6A for a 6 ft tall wooden fence for the backyard with two gates at heights of 4 feet.

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: Kenneth and Amijeanne Butta

Mailing Address: 245 Mason Ave. Unit 202

Phone Number: 804-396-5453

Email: kbutta54@gmail.com

PROJECT SUMMARY

Address of Project: 506 Tazewell Ave.

Application Type (rezoning, variance, etc.): _____

Total Acreage of Project: _____

Detailed Description (Include proposed use(s) and square footage of floor area for each use):
6 ft high horizontal pressure treated wood privacy fence to enclose the back yard.

Gates will be 4 ft wide and placed at the front west side of the property and on the
rear of the yard at the alley.

Signature of Applicant: Kenneth R. Butta Digitally signed by Kenneth R. Butta
Date: 2021.03.30 15:54:31 -04'00' Date: March 30, 2021

For Internal Use Only:

Pre-Application Meeting Date: _____

Staff Printed Name: _____ Signed: _____

HDRB Rep Printed Name: _____ Signed: _____

Kenneth Butta
506 Tazewell Ave.
Cape Charles, VA 23310

March 29, 2021

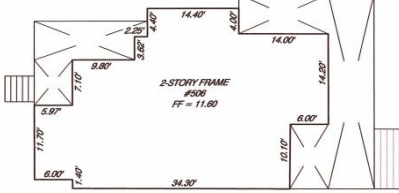
Re: Fence at 506 Tazewell Ave

I would like to install a fence around the backyard of my house at 506 Tazewell Ave. The fence will be built of pressure-treated lumber in 6 ft tall x 8 ft horizontal sections. Gates will be located on the Northwest side of the house at the start of the ramp to the Civic Center and on the south side next to the shed. If possible, we'd like to have the rear fence along the alley extend to 8ft tall to block the view of the basketball court behind us.

Respectfully,
Ken & Ami Butta

Survey

BUILDING DETAIL
SCALE: 1" = 10'



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.

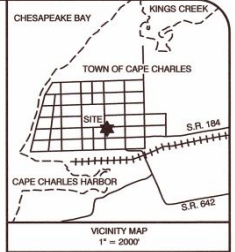
THIS PROPERTY APPEARS TO FALL IN:

FLOOD ZONE: X
COMMUNITY NO.: 510106

PANEL: 0265F DATED: MARCH 2, 2015

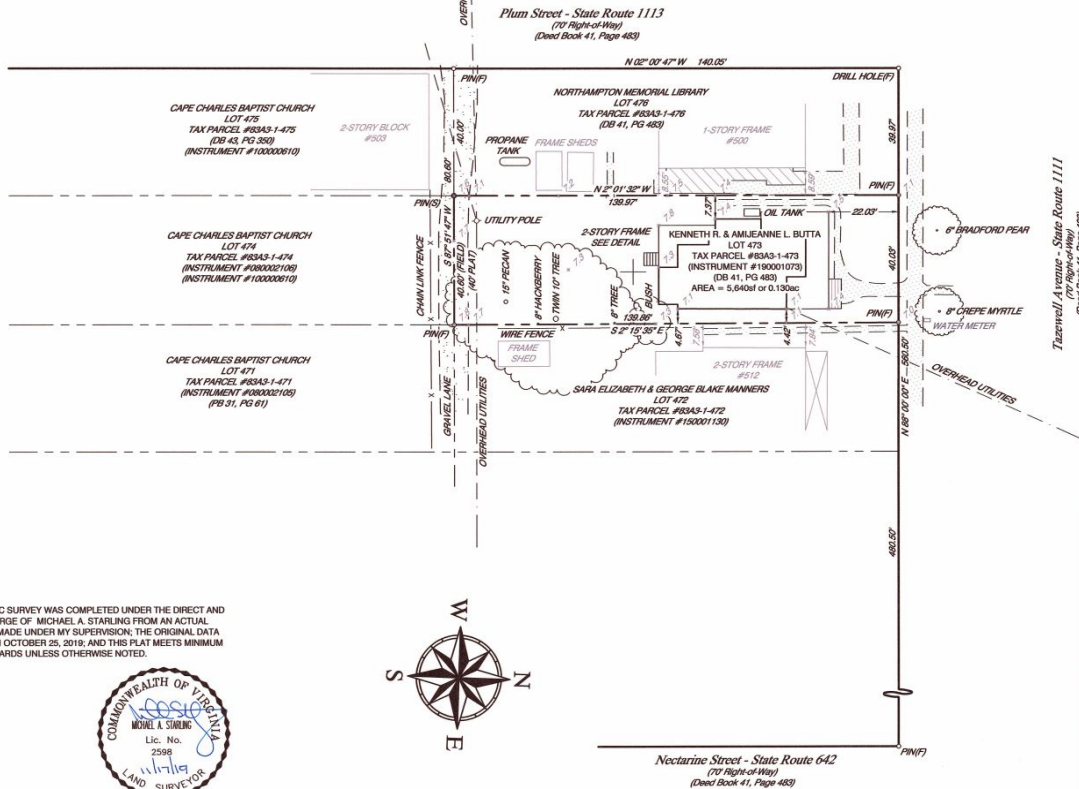
FLOOD ZONE DETERMINATION IS BASED ON THE FLOOD INSURANCE RATE MAPS AND DOES NOT IMPLY THAT THIS PROPERTY WILL OR WILL NOT BE FREE FROM FLOODING OR DAMAGE.

THE NORTH MERIDIAN OF THIS PLAT IS BASED ON A SURVEY RECORDED IN DEED BOOK 41 AT PAGE 483.



VICINITY MAP
1" = 2000'

TBM: GALVANIZED NAIL IN UTILITY POLE #34502-53342
ELEVATION = 7.53 (NAVD88)



THIS TOPOGRAPHIC SURVEY WAS COMPLETED UNDER THE DIRECT AND RESPONSIBLE CHARGE OF MICHAEL A. STARLING FROM AN ACTUAL GROUND SURVEY MADE UNDER MY SUPERVISION; THE ORIGINAL DATA WAS OBTAINED ON OCTOBER 25, 2019; AND THIS PLAT MEETS MINIMUM ACCURACY STANDARDS UNLESS OTHERWISE NOTED.



TOPOGRAPHIC SURVEY
OF
Lot 473
"Map of the Town of Cape Charles"
(DEED BOOK 41, PAGE 483)
TAX PARCEL #83A3-1-473
TOWN OF CAPE CHARLES
NORTHAMPTON COUNTY, VIRGINIA
FOR
Ken Butta
NOVEMBER 17, 2019
Shoreline Surveyors
23314 Courthouse Avenue - P.O. Box 735
Accomac, Virginia 22301
PHONE (757) 789-3960 FAX (757) 789-3962
SCALE: 1" = 20'
DRAWN: MAS
FIELD BOOK: 46, PAGE 15
JOB #18100
SHEET 1 OF 1

A hand-drawn site plan of a property, likely a residential lot, showing various structures, landscaping, and fencing. The plan includes the following elements:

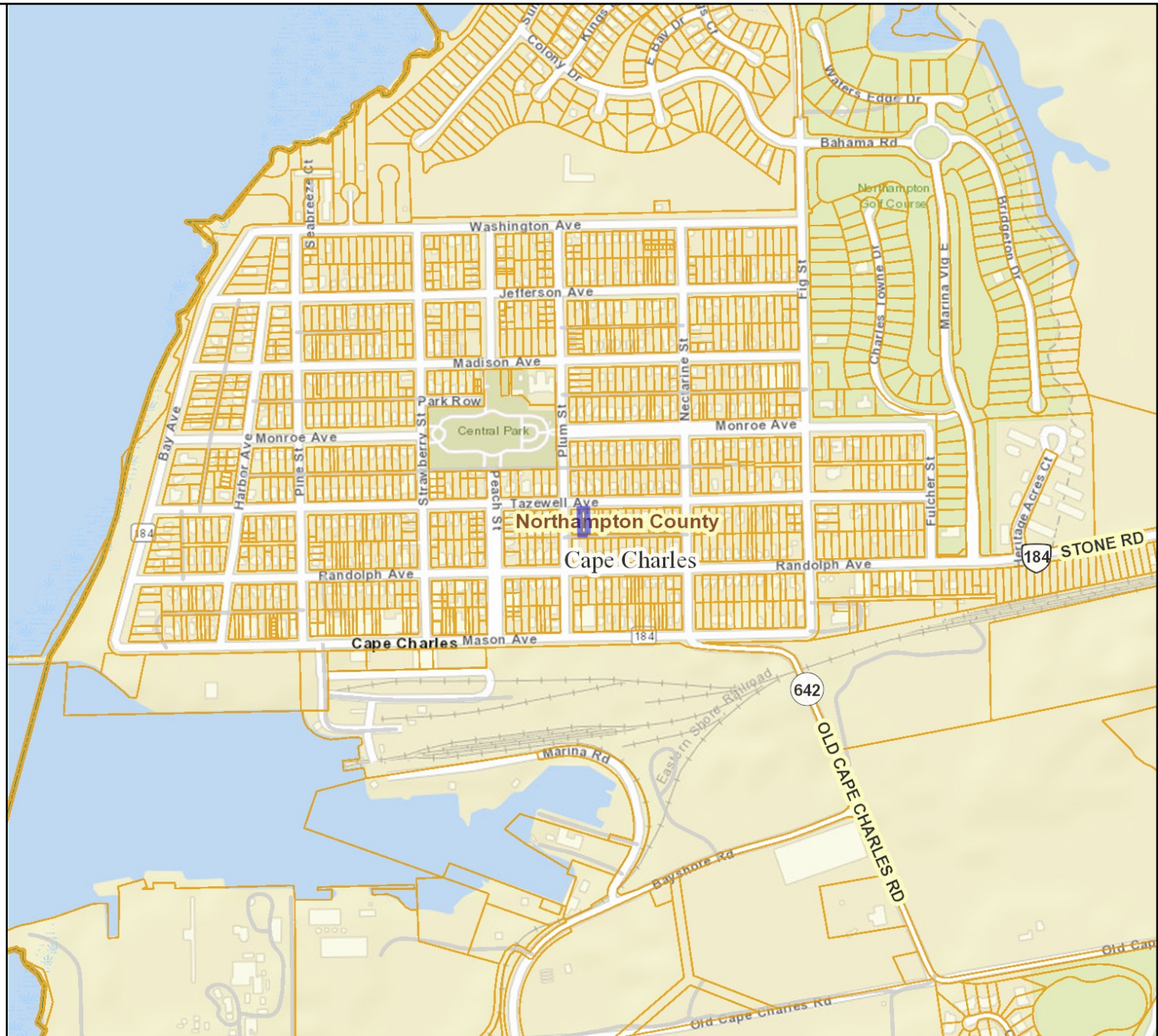
- Structures:** A central building with a "SHOWER" and "AC" (air conditioning) unit. To the right is a "SHED". A "GATE 4'" is marked near the shed. A "WOOD SHED" is also indicated.
- Landscaping:** A large "LAWN" area is shown. There are several trees and shrubs, some marked with "X" and others with "O". A "TREE BLOCKS VIEW TO ALLEY" is noted. A "FIRE PIT AREA" is marked in the lower right. A "CANYON" is marked near the top right.
- Fencing:** A "Fence 45ft" is marked at the top. A "6' Fence" is marked on the left. A "40' Gate" is marked on the left. A "22' Fence 6'4" High" is marked on the right. A "Fence" is marked near the shed.
- Other Features:** A "BOARDS WALK" is marked near the top. A "STORE" and "LANDING" are marked near the central building. A "PLANter" is marked near the bottom left. A "2' STAIR" is marked near the bottom center. A "FUTURE FIRE PLACE AREA" is marked at the bottom right. A "CONCRETE" area is marked near the bottom left.
- Notes:** "Fence Section to block view to AC from Street", "Paul Grassman + Ed 10/15", "ADD PIECE OF CONCRETE TO LINE UP W/ GATE", "6 FT HIGH WOOD FENCE W/ BOARDS RUNNING HORIZONTAL (See photo detail)", "88", "ELECTRIC POLE", "CONCRETE 3'x3' or 3'x6'".

A photograph of a blue house with a wooden fence and raised garden beds. The house has blue horizontal siding and several white-framed windows. A wooden fence made of horizontal slats runs across the middle ground. In front of the fence are three raised garden beds made of wood, containing various plants and soil. The foreground is a grassy lawn with some fallen leaves. A tree is visible on the left side of the image.

Northampton County, Virginia

Legend

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



Feet
0 200 400 600 800
1:9,028 / 1"=752 Feet

Title: Parcels

Date: 4/23/2021

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 is not responsible for its accuracy or how current it may be.



HISTORIC DISTRICT REVIEW BOARD STAFF REPORT

Meeting Date: May 18, 2021

Item #: 6B – 538 Monroe Avenue

Prepared by: Katie H. Nunez, Interim Zoning Administrator

Date: May 11, 2021

APPLICANT: Samuel & Julie Jones
SITE ADDRESS: 538 Monroe Avenue

TAX MAP: 83A3-1-359 & 362

LOT SIZE: 5,200 sq. ft.

TYPE OF APPLICATION: Certificate of Appropriateness
WORK TO BE PERFORMED: New Fence in front & side yards

CURRENT ZONING: Residential-1 (R-1)

HISTORIC REGISTER: CONTRIBUTING STRUCTURE
DESCRIPTION: Ca. 1920, Queen Anne
SHED is listed as a non-contributing structure

DATE APPLICATION RECEIVED: March 22, 2021

PRE-APPLICATION MTG: May 18, 2021

DATE APPLICATION DEEMED COMPLETE: April 15, 2021

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

The applicant is seeking to construct a 39-inch-tall wooden fence in the front yard corner of the house to the property line and running to the back corner the house, both sides of the house.

MATERIALS:

The applicant is proposing to use pressure treated lumber and paint white to match the trim of the house.

STAFF ANALYSIS

ZONING COMPLIANCE:

The proposed fence, at total height of 39 inches tall (3 ft 3 inches), does meet the requirement of the zoning ordinance which allows for a maximum fence height of 4 ft. for fencing in the front and side yards. The maximum height allowed is 6 ft. 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 recommends **APPROVAL** of a Certificate of Appropriateness for Item 6B for a wooden fence at a maximum height of 48 inches for the front and side yards.

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



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

APPLICANT INFORMATION

Name: Samuel E. and Julie R. Jones
Mailing Address: 117 Copse Way Williamsburg, Virginia
Phone Number: (757) 879-4878 Email: sejones1492@gmail.com

PROJECT SUMMARY

Address of Project: 538 Monroe Avenue Cape Charles, Virginia
Application Type (rezoning, variance, etc.): Certificate of Appropriateness
Total Acreage of Project: Not applicable

Detailed Description (Include proposed use(s) and square footage of floor area for each use):
Fence installation (front and side yards), allowing access and use of yards from front
porch. Fence will be traditional design to complement front porch, painted white.
Setbacks: 3 foot from sidewalk; 1 foot from side property lines. See accompanying
memorandum.

Signature of Applicant: Samuel E. Jones Date: 3/22/2021

For Internal Use Only:

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



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: Fence Installation 538 Monroe Avenue
Property Address: 538 Monroe Avenue Cape Charles, Virginia
Brief Description of Project: Installation of new fence (front and side yards)
Zoning District: R-1 Current Use: Residential Proposed Use: Residential

OWNER INFORMATION

Name and Company: Samuel E. and Julie R. Jones
Mailing Address: 117 Copse Way Williamsburg, Virginia 23185
Phone Number: (757) 879-4878 Email: sejones1492@gmail.com

APPLICANT INFORMATION

☒ check here if applicant is owner

Name: Samuel E. and Julie R. Jones
Mailing Address: 117 Copse Way Williamsburg, Virginia 23185
Phone Number: (757) 879-4878 Email: sejones1492@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: Samuel E. Jones Date: 3/22/2021

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

March 22, 2021

MEMORANDUM

TO: Planning and Zoning Department
Historic District Review Board

FROM: Sam and Julie Jones 

SUBJECT: Certificate of Appropriateness: Fence Installation 538 Monroe Avenue

Please find enclosed applications for zoning approval as well as Certificate of Appropriateness approval for a fence installation at 538 Monroe Avenue, Cape Charles, Virginia. We have reviewed the Zoning Rules (Article IV as revised 2/2020) and the Historic District Guidelines and believe the request is consistent with the rules and guidelines.

Proposed Project: As can be seen on the attached physical survey/site plan, the fence will enclose the front and sides of the property. The intent is to allow for full use of front and side yards with access to the fenced in area from the front porch and the back yard (via gates). Our family has several dogs and we will soon be adding a grandson to the family. The fence will allow access and safety during use.

Setbacks: Proposed setbacks (see attached survey/site plan) comply with the guidelines included in the zoning rules as follows:

Front Yard—Three (3) feet from the front sidewalk. Zoning Rules Fences & Walls, Section 4.2 G.1. (page 20) requires at least a two (2) foot setback from the sidewalk.

Side Yard—One (1) foot from side lot lines/adjacent properties. Section 4.2 G.1. of the Zoning Rules states that fences should be no closer than one (1) inch. The additional space will allow for long-term maintenance of the fence while allowing our neighbors easy access to the sides of their houses for maintenance as necessary. We had discussed the project and the proposed setback with both neighbors and have their support.

Back Yard/Alley—No impact. The fence will not extend to the back of the lot/alley.

Fence Height—The fence will be 39 inches in height from ground to top of the fence pickets. Fence posts will not extend above the height of the pickets. Section 4.2G.1. states that fences in front and side yards should not exceed 48 inches. This requirement is repeated in the Historic District Review Board guidelines (page 28).

Impact on Trees and Other Plantings—The proposed fence location requires no removal of trees or other plantings on the property.

Fence Design and Materials—The fence design is traditional (see attached) and intended to reflect the design of the railings on the front porch of our house. This design is also consistent

with the porches on either side of 538 Monroe. Visibility of the house and associated landscaping will remain so as not to detract from the overall aesthetics of the property.

Consistent with guidance regarding materials (Section 4.2G.2.), the fence will be constructed of wood (pressure treated) and painted white (primer plus two finish coats) to match the trim of the house.

Facing—Consistent with Section 4.2G.2.a., the fence will be constructed with the finished side facing the exterior of the property (facing out).

Cape Charles Preservation Plan (1996)—The Preservation Plan notes that “A number of properties have retained significant site features such as wood picket fences which are particularly appropriate to the town’s historical period of significance” (Chapter 2-3). The traditional construction and use of wood material in this project recognize this and is consistent with the Preservation Plan which also states “Appropriate fencing should be of wood pickets or decorative ironwork, examples of which can be found at several locations” (Preservation Plan Chapter 7-16).

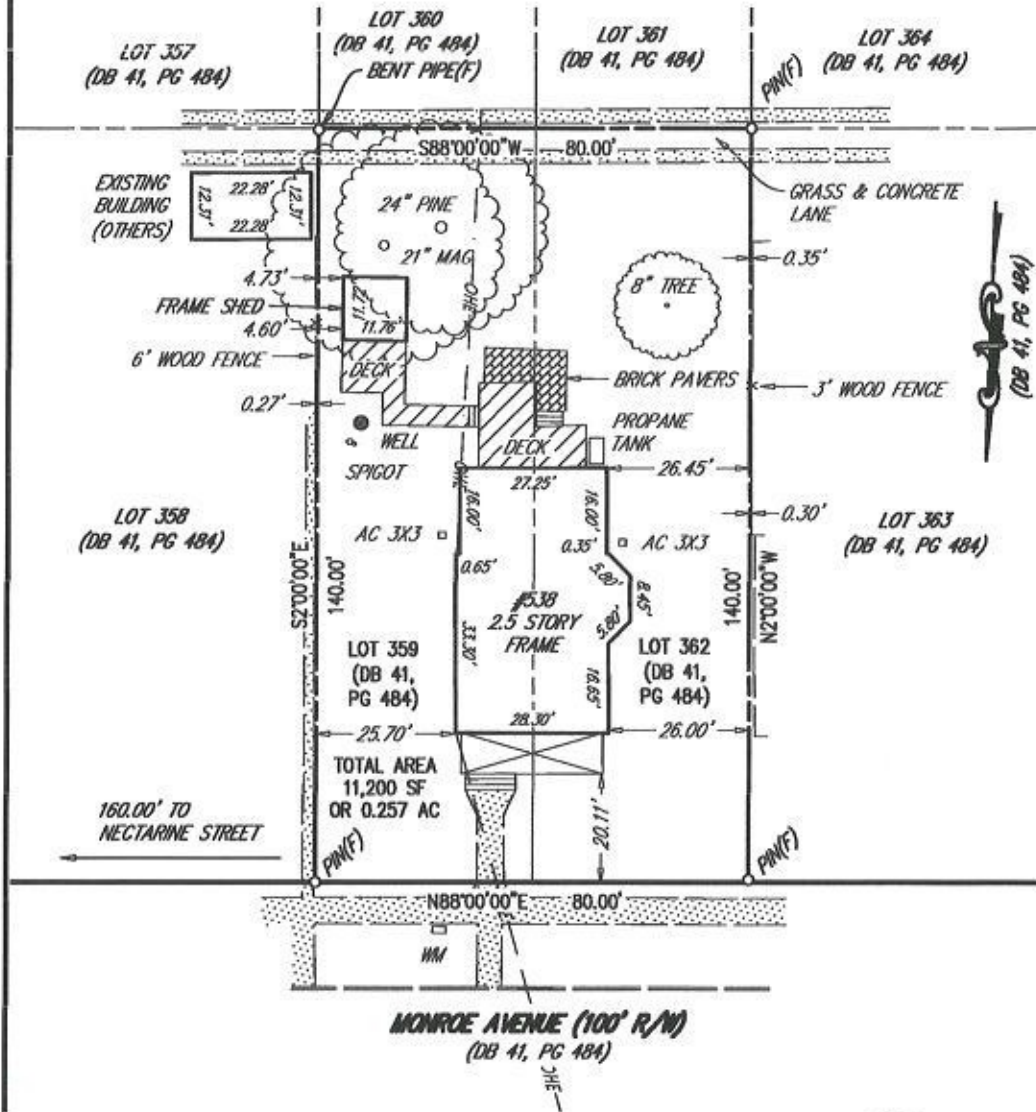
We are available to discuss the project with Planning and Zoning staff and the Historic District Review Board as your convenience. I can be contacted via email at sejones1492@gmail.com or by phone or text at (757) 879-4878.

Thank you for your consideration of this request.

THIS IS TO CERTIFY THAT ON JANUARY 25, 2021, WE SURVEYED THE PROPERTY SHOWN ON THIS PLAT AND THAT THE TITLE LINES AND PHYSICAL IMPROVEMENTS ARE AS SHOWN ON THIS PLAT. THE IMPROVEMENTS STAND STRICTLY WITHIN THE TITLE LINES AND THERE ARE NO ENCROACHMENTS OR VISIBLE EASEMENTS EXCEPT AS SHOWN.

NOTES

1. THIS SURVEY WAS PREPARED WITHOUT THE BENEFIT OF A CURRENT TITLE REPORT AND THEREFORE MAY NOT SHOW ANY/ALL EASEMENTS OR RESTRICTIONS THAT MAY AFFECT THE PROPERTY AS SHOWN. PROPERTY IS SUBJECT TO RIGHTS-OF-WAY, EASEMENTS, COVENANTS AND ALL MATTERS OF PUBLIC RECORDS.
2. THE PROPERTY DOES NOT FALL IN A SPECIAL FLOOD HAZARD AREA AS SHOWN ON THE FEMA NFIP FIRM FOR CAPE CHARLES, VIRGINIA, COMMUNITY-PANEL NUMBER 51131C0295F, DATED: 03/02/2015. THE PROPERTY FALLS IN FLOOD ZONE "X". THE PROPERTY DOES NOT FALL IN "FLOODPLAINS SUBJECT TO SPECIAL RESTRICTIONS".



PHYSICAL SURVEY OF
A LOTS 359 & 362
 (DB 41, PG 484)
 CAPE CHARLES DISTRICT
 NORTHAMPTON COUNTY, VIRGINIA
 FOR
SAMUEL E. & JULIE R. JONES
MSA, P.C.

Environmental Sciences • Surveying
 Civil & Environmental Engineering

5032 Rouse Drive, Suite 100, Virginia Beach, VA 23462
 757-490-9264 (Ofc) www.msaconline.com



DWN BY: CJS
 FB: 720, PG 22

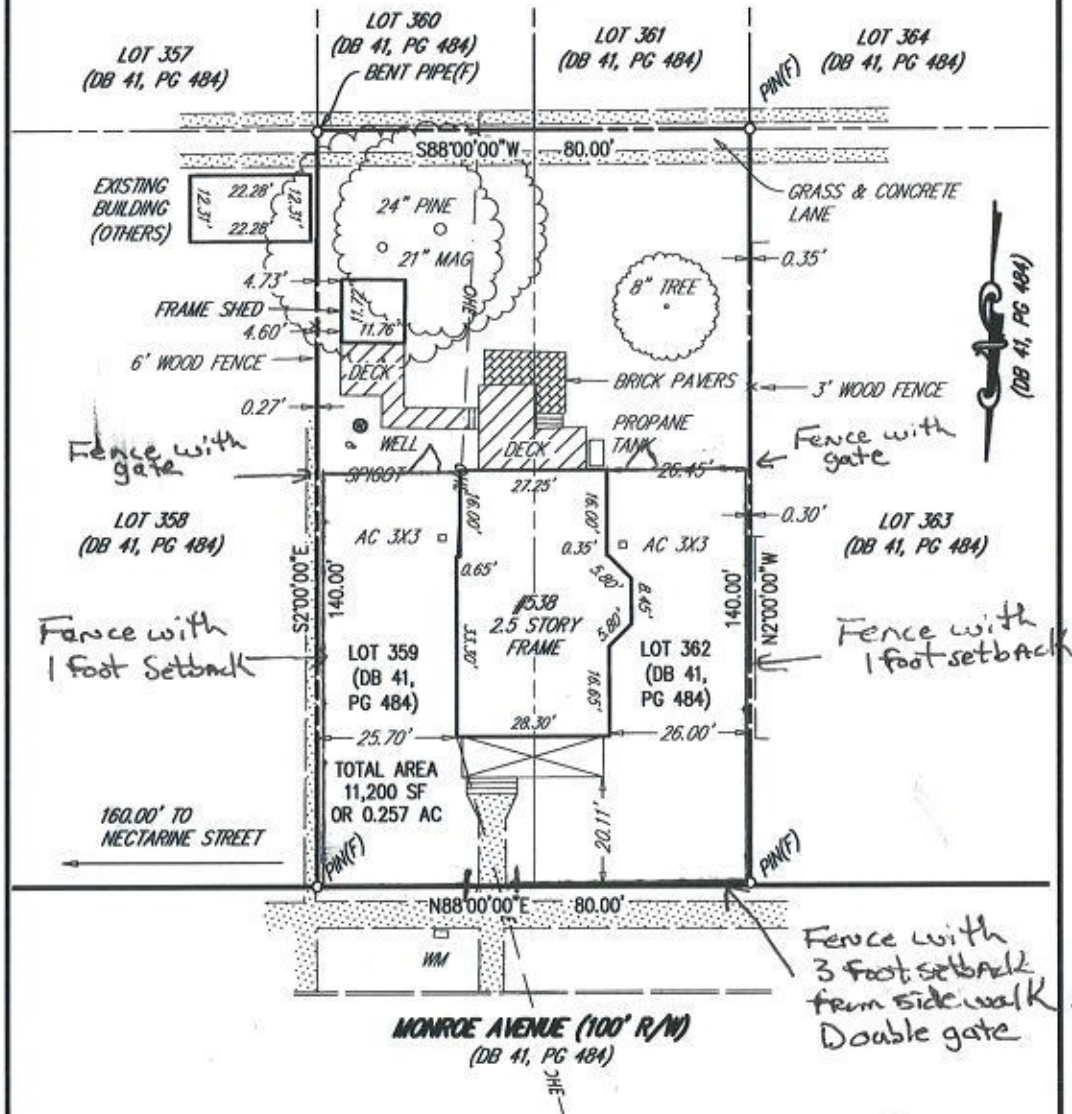
JOB# 21018
 SCALE: 1" = 25'

Fence line added to survey 538 Monroe Avenue

THIS IS TO CERTIFY THAT ON JANUARY 25, 2021, WE SURVEYED THE PROPERTY SHOWN ON THIS PLAT AND THAT THE TITLE LINES AND PHYSICAL IMPROVEMENTS ARE AS SHOWN ON THIS PLAT. THE IMPROVEMENTS STAND STRICTLY WITHIN THE TITLE LINES AND THERE ARE NO ENCROACHMENTS OR VISIBLE EASEMENTS EXCEPT AS SHOWN.

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PHYSICAL SURVEY OF
A LOTS 359 & 362
 (DB 41, PG 484)
 CAPE CHARLES DISTRICT
 NORTHAMPTON COUNTY, VIRGINIA
 FOR
SAMUEL E. & JULIE R. JONES
MSA, P.C.



Environmental Sciences • Surveying
 Civil & Environmental Engineering

5032 Rouse Drive, Suite 100, Virginia Beach, VA 23462
 757-490-9264 (Ofc) www.msaonline.com

DWN BY: CJS
 FB: 720, PG 22

JOB# 21018
 SCALE: 1" = 25'

From: [REDACTED]
Subject: Yorktown
Date: March 21, 2021 at 7:33 PM
To: Samuel Jones sejones1492@gmail.com



Julie Jones

Trust in the Lord with all your heart
And lean not on your own understanding
In all your ways acknowledge Him
And He will direct your paths.
~Proverbs 3:5-6~

From: [REDACTED] @
Subject: Yorktown
Date: March 21, 2021 at 7:37 PM
To: Samuel Jones sejones1492@gmail.com



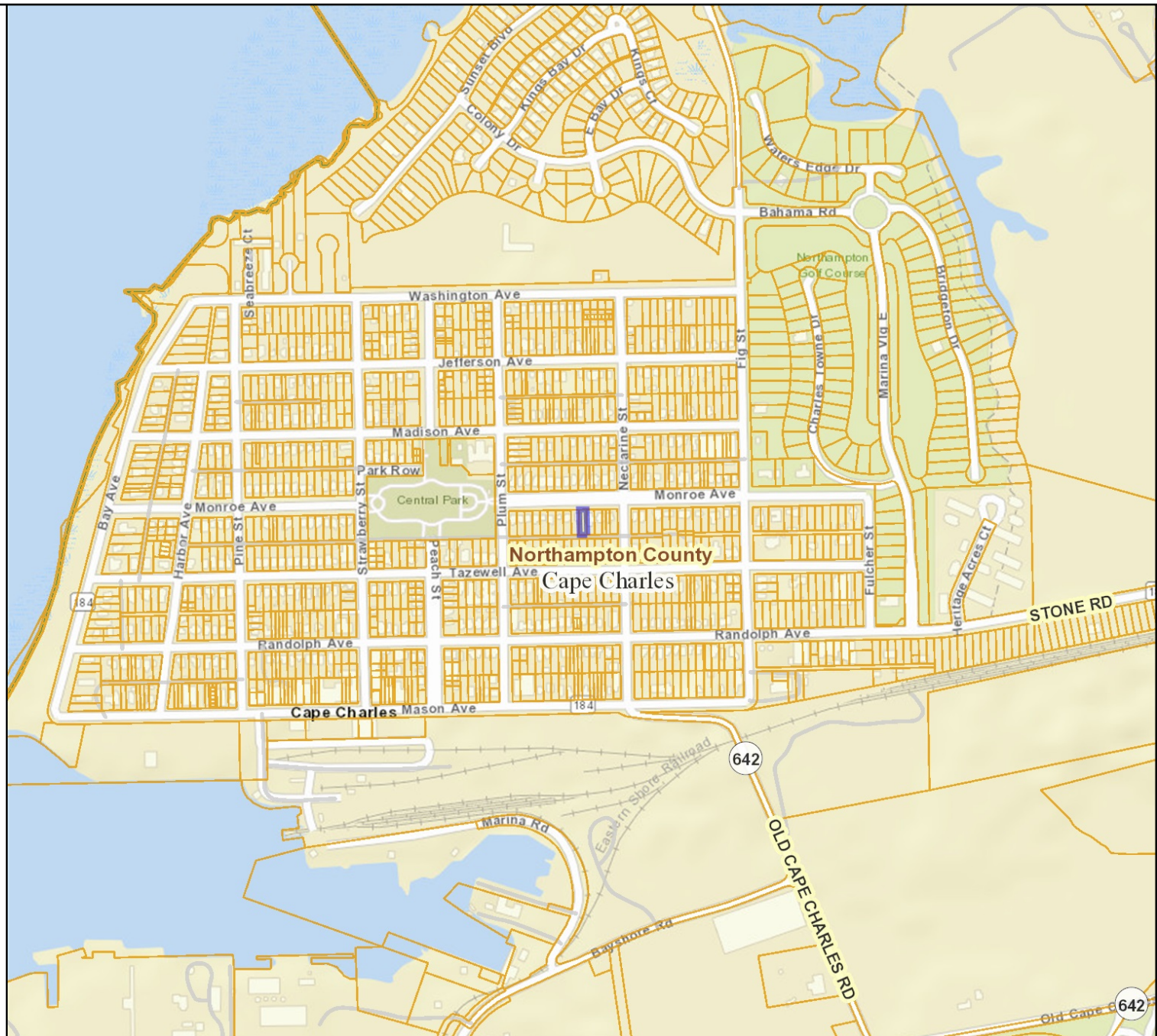
Julie Jones

Trust in the Lord with all your heart
And lean not on your own understanding
In all your ways acknowledge Him
And He will direct your paths.
~Proverbs 3:5-6~

Northampton County, Virginia

Legend

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



Feet
0 200 400 600 800
1:9,028 / 1"=752 Feet

Title: 538 Monroe Avenue

Date: 4/23/2021

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 is not responsible for its accuracy or how current it may be.



HISTORIC DISTRICT REVIEW BOARD STAFF REPORT

Meeting Date: May 18, 2021

Item #: 6C – 9 Park Row

Prepared by: Katie H. Nunez, Interim Zoning Administrator

Date: May 11, 2021

APPLICANT: Chad Wilkins, Convert Solar
John McLaughlin, Owner

SITE ADDRESS: 9 Park Row

TAX MAP: 83A3-1-289

LOT SIZE: 4,926 sq. ft.

WORK TO BE PERFORMED: 26 solar arrays mounted on roof

CURRENT ZONING: Residential-1 (R-1)

HISTORIC REGISTER: Non- Contributing Structure

DESCRIPTION: Ca. 2015, no discernible style

DATE APPLICATION RECEIVED: March 29, 2021

PRE-APPLICATION MTG: May 18, 2021

DATE APPLICATION DEEMED COMPLETE: April 15, 2021

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

The applicant is seeking to install a roof-top, flush-mounted, 9.36kW solar pv system.

MATERIALS:

The applicant is proposing to install a roof-mounted solar array of twenty-six (26) REC Solar 360W black modules, mounted to the western roof face using the Ironridge Flush Mount System (4-inch mount from the roof surface. It will be tied to an inverter & AC disconnect which will be mounted on the exterior adjacent to the utility meter box.

STAFF ANALYSIS

ZONING COMPLIANCE:

Solar roof arrays are allowed, per the zoning ordinance and in the Historic District Overlay as long as not visible from the street. Below is aerial map of the property: it is the second to last house on Park Row, it faces Central Park, and the rear of the house abuts Madison Avenue and there is a shed in the back yard of this property. The visibility of the solar roof arrays would be nominal from the road frontage of Park Row. However, this house is not a contributing structure to the Historic District Overlay.



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

BACKGROUND:

In researching if any solar panels have been authorized in the Historic District, the department records indicate that 25 Tazewell Avenue was approved through an administrative review for solar panels, presumably because it was deemed not visible in a material way from the street. In 2019, HDRB considered an application for solar panels at 114 Fig Street.

Staff, at that time, spoke with the Virginia Dept. of Historic Resources (DHR) who indicated that more jurisdictions are following the guidance from the Secretary of the Interior's Standards for rehab regarding solar panels with the main criteria being to ensure the solar panels are not visible from the public right-of-way or in the least visible location. – see link: [Solar Panels on Historic Properties— Technical Preservation Services, National Park Service \(nps.gov\)](#).

Based upon the staff report then, this property and the proposed location of the solar arrays was deemed visible from the street and not in conformance with the Historic District Overlay and the HDRB denied the application at 114 Fig Street.

Since there has been an inconsistent approach in the review and handling of applications for roof-mounted solar arrays, I am bringing this forward to the HDRB to gain insight and perspective on this

matter and to provide a determination as to visibility from the street of this structure and its roof where the proposed solar arrays will be placed, its location within the District and on Park Row and the designation as a non-contributing structure to the Historic District of the house.

HISTORIC DISTRICT GUIDELINES:

The guidelines do not contain any reference to roof-mounted solar arrays and the Historic District Overlay does allow for solar arrays as long as not visible from the street.

STAFF RECOMMENDATION:

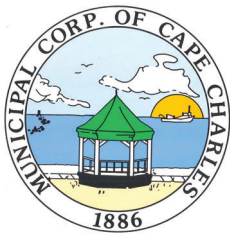
Staff is requesting the HDRB to review the application material submitted by the applicant and determine if the roof-mounted solar array would be visible from the street and any other relevant factors, such as the designation of this house as a non-contributing structure within the district.

Staff is prepared to assist with the development of any 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
tracy.outten@capecharles.org

APPLICANT INFORMATION

Name: Chad Wilkins / Convert Solar

Mailing Address: 5825 Ward Ct, Virginia Beach, VA 23455

Phone Number: 757-447-6527 Email: autumn@convert-solar.com

PROJECT SUMMARY

Address of Project: 9 Park Row

Application Type (rezoning, variance, etc.): Cert. of Appropriateness

Total Acreage of Project: _____

Detailed Description (Include proposed use(s) and square footage of floor area for each use):
roof-top, flush-mounted solar panels on western roof face (not directly facing roadway)

Signature of Applicant: _____

Date: 4/5/2021

For Internal Use Only:

Pre-Application Meeting Date: _____

Staff Printed Name: _____ Signed: _____

HDRB Rep Printed Name: _____ Signed: _____



3/29/2021

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

In re: Certificate of Appropriateness

To Whom It May Concern,

The accompanying Certificate of Appropriateness is submitted for your approval of a roof-top, flush-mounted, 9.36kW solar pv system on the newly built residence located at 9 Park Row, Cape Charles, VA 23310.

The system will consist of an array of twenty-six (26) REC Solar 360W black modules, mounted to the western roof face using the Ironridge Flush Mount System with which the modules would be expected to sit roughly four (4) inches from the roof surface, as reflected in the supplied racking elevation diagram. The DC wiring will be combined via the SolaDeck combiner box, allowing the conduit to be run through the interior until it ties into the inverter and AC disconnect which will be mounted on the exterior adjacent to the utility meter base. No component of this system would be expected to face or deter from the front street view.

Please let me know if any further information is required.

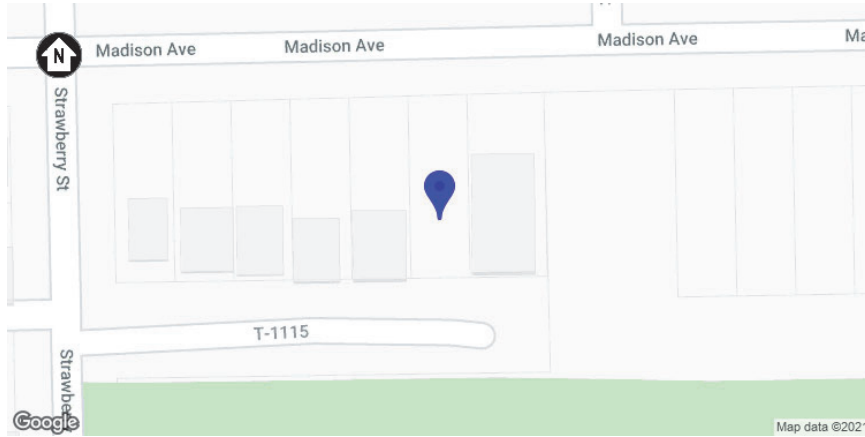
Best Regards,

Autumn Tedesco
Office Manager
757-44-SOLAR
autumn@convert-solar.com

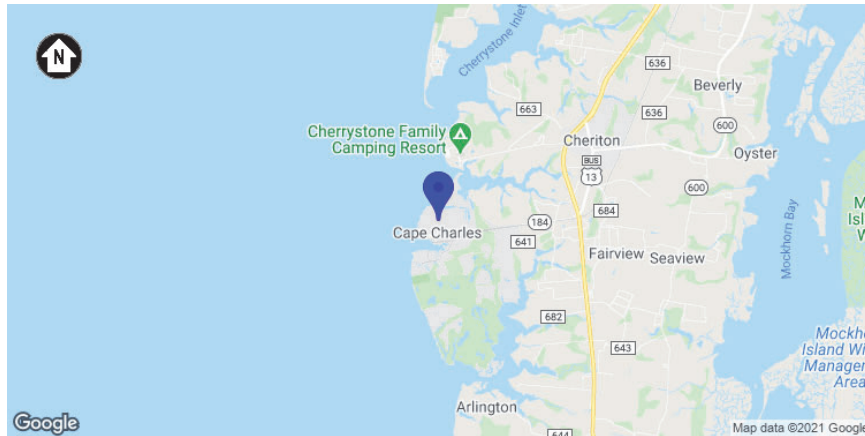
DIRECTORY OF PAGES	
PV-1	PROJECT SUMMARY
PV-2	SITE PLAN
PV-3	SINGLE-LINE DIAGRAM
PV-4	SAFETY LABELS
PV-5	ATTACHMENT PLAN
PV-6	ATTACHMENT DETAILS
PV-7	FIRE SAFETY PLAN
APPENDIX	MODULE DATASHEET
	OPTIMIZER DATASHEET
	ARRAY WIRING BOX DATASHEET
	INVERTER DATASHEET
	MOUNTING SYSTEM DATASHEET
	MOUNTING SYSTEM ENGINEERING LETTER
	UL 2703 GROUND AND BONDING CERTIFICATION
ANCHOR DATASHEET	

PROJECT DETAILS	
PROPERTY OWNER	JOHN MCLAUGHLIN
PROPERTY ADDRESS	9 PARK ROW, CAPE CHARLES, VA 23310 US
ZONING	RESIDENTIAL
USE AND OCCUPANCY CLASSIFICATION	ONE- OR TWO-FAMILY DWELLING GROUP (GROUP R3)
AHJ	COUNTY OF NORTHAMPTON
UTILITY COMPANY	APPALACHIAN POWER CO
ELECTRICAL CODE	2014 NEC (NFPA 70)
FIRE CODE	2015 IFC
OTHER BUILDING CODES	2015 VA CONSTRUCTION CODE 2015 VA RESIDENTIAL CODE 2015 VA PLUMBING CODE 2015 VA MECHANICAL CODE

CONTRACTOR INFORMATION	
COMPANY	CONVERT SOLAR
LICENSE NUMBER	2705151260 (A AES ELE)
ADDRESS	5825 WARD CT, VIRGINIA BEACH, VA 23455
PHONE NUMBER	(757) 447-6527
CONTRACTOR SIGNATURE	



1 PLOT
PV-1 SCALE: NTS



2 LOCALE
PV-1 SCALE: NTS

SCOPE OF WORK

THIS PROJECT INVOLVES THE INSTALLATION OF A GRID-INTERACTIVE PV SYSTEM. PV MODULES WILL BE MOUNTED USING A PREENGINEERED MOUNTING SYSTEM. THE MODULES WILL BE ELECTRICALLY CONNECTED WITH DC TO AC POWER INVERTERS AND INTERCONNECTED TO THE LOCAL UTILITY USING MEANS AND METHODS CONSISTENT WITH THE RULES ENFORCED BY THE LOCAL UTILITY AND PERMITTING JURISDICTION.

THIS DOCUMENT HAS BEEN PREPARED FOR THE PURPOSE OF DESCRIBING THE DESIGN OF A PROPOSED PV SYSTEM WITH ENOUGH DETAIL TO DEMONSTRATE COMPLIANCE WITH APPLICABLE CODES AND REGULATIONS. THE DOCUMENT SHALL NOT BE RELIED UPON AS A SUBSTITUTE FOR FOLLOWING MANUFACTURER INSTALLATION INSTRUCTIONS. THE SYSTEM SHALL COMPLY WITH ALL MANUFACTURERS LISTING AND INSTALLATION INSTRUCTIONS, AS WELL AS ALL APPLICABLE CODES. NOTHING IN THIS DOCUMENT SHALL BE INTERPRETED IN A WAY THAT OVERRIDES THEM. CONTRACTOR IS RESPONSIBLE FOR VERIFICATION OF ALL CONDITIONS, DIMENSIONS, AND DETAILS IN THIS DOCUMENT.

SYSTEM DETAILS	
DESCRIPTION	NEW GRID-INTERACTIVE PV SYSTEM WITH NO ENERGY STORAGE
DC RATING OF SYSTEM	9.36KW
AC RATING OF SYSTEM	10.00KW
AC OUTPUT CURRENT	42.0A
INVERTER(S)	1 X SOLAR EDGE SE10000H-US000BXX4
MODULE	REC SOLAR REC360AA BLACK
ARRAY WIRING	(2) STRINGS OF 13

INTERCONNECTION DETAILS	
POINT OF CONNECTION	NEW SUPPLY SIDE AC CONNECTION PER NEC 705.12(A)
UTILITY SERVICE	120/240V 1Φ
LOCATION	INSIDE PANELBOARD, PROTECTED BY FUSED SQUARE D D222NRB, 2-POLE, 60A, 240VAC

SITE DETAILS	
ASHRAE EXTREME LOW	-10°C (14°F)
ASHRAE 2% HIGH	33°C (91°F)
CLIMATE DATA SOURCE	LANGLEY AFB/HAMPTON (KLF1)
WIND SPEED	120 MPH (ASCE7-10)
RISK CATEGORY	II
WIND EXPOSURE CATEGORY	B
GROUND SNOW LOAD	10 PSF

P-154098



GRID-TIED SOLAR POWER SYSTEM

MCLAUGHLIN RESIDENCE
9 PARK ROW
CAPE CHARLES, VA 23310

PROJECT SUMMARY	
DOC ID:	154098-189889-0
DATE:	2/18/21
CREATOR:	C.W.
REVIEWER:	D.K.

REVISIONS	

PV-1



1 SITE PLAN
PV-2 SCALE: 1" = 20'

GENERAL NOTES	
1	EQUIPMENT LIKELY TO BE WORKED UPON WHILE ENERGIZED SHALL BE INSTALLED IN LOCATIONS THAT SATISFY MINIMUM WORKING CLEARANCES PER NEC 110.26.
2	CONTRACTOR SHALL USE ONLY COMPONENTS LISTED BY A NATIONALLY RECOGNIZED TESTING LABORATORY FOR THE INTENDED USE.
3	CONTRACTOR IS RESPONSIBLE FOR FURNISHING ALL EQUIPMENT, CABLES, ADDITIONAL CONDUITS, RACEWAYS, AND OTHER ACCESSORIES NECESSARY FOR A COMPLETE AND OPERATIONAL PV SYSTEM.
4	WHERE DC PV SOURCE OR DC PV OUTPUT CIRCUITS ARE RUN INSIDE THE BUILDING, THEY SHALL BE CONTAINED IN METAL RACEWAYS, TYPE MC METAL-CLAD CABLE, OR METAL ENCLOSURES FROM THE POINT OF PENETRATION INTO THE BUILDING TO THE FIRST READILY ACCESSIBLE DISCONNECTING MEANS, PER NEC 690.31(G).
5	ALL EMT CONDUIT FITTINGS SHALL BE LISTED AS WEATHERPROOF FITTINGS AND INSTALLED TO ENSURE A RAINTIGHT FIT, PER NEC 358.42.

- ① (N) PROPOSED ROOF-MOUNTED PHOTOVOLTAIC ARRAY. 4.12 (18°) SLOPED ROOF, 26 PV MODULES (BLACK FRAME, BLACK BACKSHEET), 268° AZIMUTH
- ② (E) UTILITY METER, OUTDOOR
- ③ (E) MAIN SERVICE PANEL (MSP), OUTDOOR
- ④ (N) INVERTER, OUTDOOR
- ⑤ (N) VISIBLE, LOCKABLE, READILY-ACCESSIBLE AC DISCONNECT LOCATED WITHIN 10 FT OF UTILITY METER, OUTDOOR
- ⑥ (N) TRANSITION BOX, OUTDOOR. OUTPUT CIRCUIT CONDUCTORS SHALL BE RUN IN LFMC CONDUIT OVER ROOF NO CLOSER THAN 0.5" ABOVE ROOF SURFACE
- 7 ALL ARRAY CIRCUITS SHALL BE ROUTED THROUGH THE INTERIOR OF THE BUILDING, AND WHERE POSSIBLE, ALONG THE BOTTOM OF LOAD BEARING MEMBERS. NO CONDUIT SHALL BE INSTALLED ABOVE THE ROOF.

P-154098



GRID-TIED SOLAR POWER SYSTEM

MCLAUGHLIN RESIDENCE
9 PARK ROW
CAPE CHARLES, VA 23310

SITE PLAN

DOC ID: 154098-189889-0

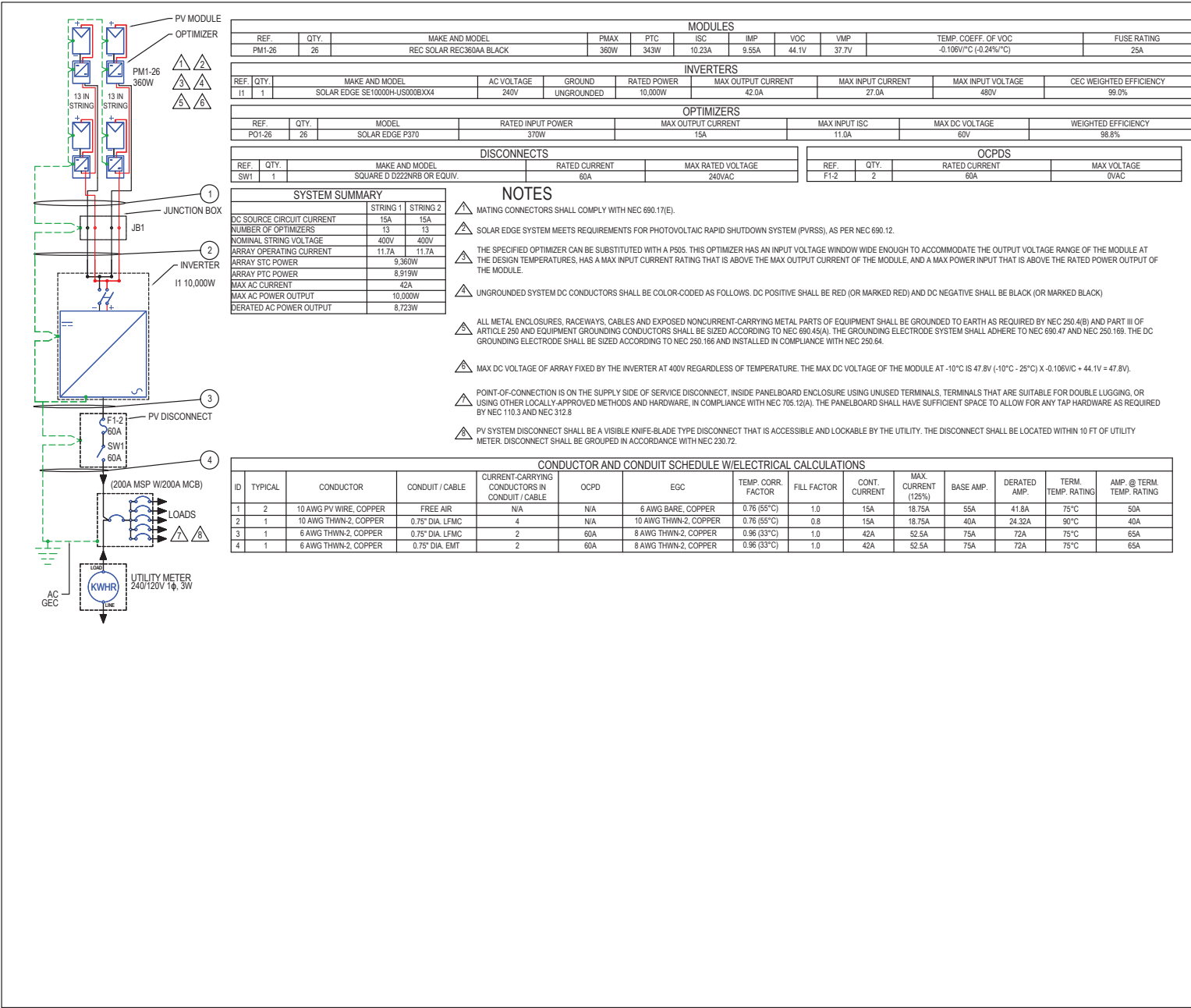
DATE: 2/18/21

CREATOR: C.W.

REVIEWER: D.K.

REVISIONS

PV-2



GENERAL ELECTRICAL NOTES

- UTILITY HAS 24-HR UNRESTRICTED ACCESS TO ALL PHOTOVOLTAIC SYSTEM COMPONENTS LOCATED AT THE SERVICE ENTRANCE.
- CONDUCTORS EXPOSED TO SUNLIGHT SHALL BE LISTED AS SUNLIGHT RESISTANT PER NEC ARTICLE 300.6 (C) (1) AND ARTICLE 310.10 (D).
- CONDUCTORS EXPOSED TO WET LOCATIONS SHALL BE SUITABLE FOR USE IN WET LOCATIONS PER NEC ARTICLE 310.10 (C).

GROUNDING NOTES

- ALL EQUIPMENT SHALL BE PROPERLY GROUNDED PER THE REQUIREMENTS OF NEC ARTICLES 250 & 690.
- PV MODULES SHALL BE GROUNDED TO MOUNTING RAILS USING MODULE LUGS OR RACKING INTEGRATED GROUNDING CLAMPS AS ALLOWED BY LOCAL JURISDICTION. ALL OTHER EXPOSED METAL PARTS SHALL BE GROUNDED USING UL-LISTED LAY-IN LUGS.
- INSTALLER SHALL CONFIRM THAT MOUNTING SYSTEM HAS BEEN EVALUATED FOR COMPLIANCE WITH UL 2703 "GROUNDING AND BONDING" WHEN USED WITH PROPOSED PV MODULE.
- IF THE EXISTING MAIN SERVICE PANEL DOES NOT HAVE A VERIFIABLE GROUNDING ELECTRODE, IT IS THE CONTRACTOR'S RESPONSIBILITY TO INSTALL A SUPPLEMENTAL GROUNDING ELECTRODE.
- AC SYSTEM GROUNDING ELECTRODE CONDUCTOR (GEC) SHALL BE A MINIMUM SIZE #8AWG WHEN INSULATED, #6AWG IF BARE WIRE.
- EQUIPMENT GROUNDING CONDUCTORS SHALL BE SIZED ACCORDING TO NEC ARTICLE 690.45, AND BE A MINIMUM OF #10AWG WHEN NOT EXPOSED TO DAMAGE, AND #6AWG SHALL BE USED WHEN EXPOSED TO DAMAGE.
- GROUNDING AND BONDING CONDUCTORS, IF INSULATED, SHALL BE COLOR CODED GREEN, OR MARKED GREEN IF #4AWG OR LARGER.

1 SINGLE-LINE DIAGRAM
PV-3 SCALE: NTS

P-154098



GRID-TIED SOLAR POWER SYSTEM

MCLAUGHLIN RESIDENCE
9 PARK ROW
CAPE CHARLES, VA 23310

SINGLE-LINE DIAGRAM

PROJECT ID: 154098

DATE: 02/18/21

CREATED BY: C.W.

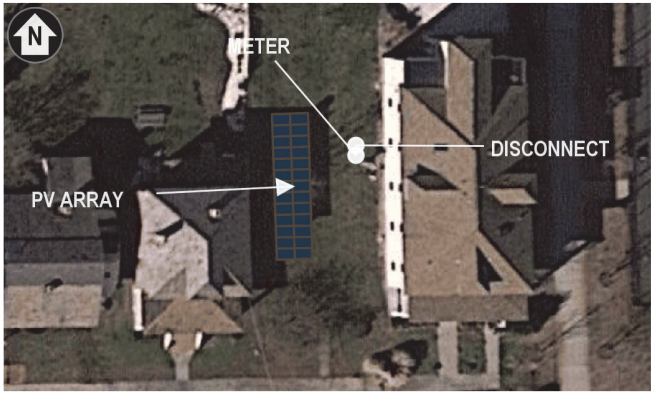
CHECKED BY: D.K.

REVISIONS

NO.	DESCRIPTION

PV-3

DC RACEWAYS
1
SW1 - DISCONNECT (SQUARE D D222NRB)
1 3
I1 - INVERTER (SOLAR EDGE SE10000H-US)
1 4
MSP - MAIN SERVICE PANEL
1 2
UTILITY METER
2



1



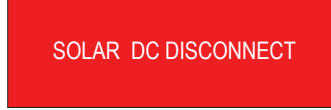
2



3



4



LABELING NOTES	
1	ALL PLAQUES AND SIGNAGE REQUIRED BY 2014 NEC AND 2015 IFC WILL BE INSTALLED AS REQUIRED.
2	LABELS, WARNING(S) AND MARKING SHALL COMPLY WITH ANSI Z535.4, WHICH REQUIRES THAT DANGER, WARNING, AND CAUTION SIGNS USED THE STANDARD HEADER COLORS, HEADER TEXT, AND SAFETY ALERT SYMBOL ON EACH LABEL. THE ANSI STANDARD REQUIRES A HEADING THAT IS AT LEAST 50% TALLER THAN THE BODY TEXT, IN ACCORDANCE WITH NEC 110.21(B).
3	A PERMANENT PLAQUE OR DIRECTORY SHALL BE INSTALLED PROVIDING THE LOCATION OF THE SERVICE DISCONNECTING MEANS AND THE PHOTOVOLTAIC SYSTEM DISCONNECTING MEANS IF NOT IN THE SAME LOCATION IN ACCORDANCE WITH NEC 690.56(B).
4	LABEL(S) WITH MARKING, "WARNING PHOTOVOLTAIC POWER SOURCE," SHALL BE LOCATED AT EVERY 10 FEET OF EACH DC RACEWAY AND WITHIN ONE FOOT OF EVERY TURN OR BEND AND WITHIN ONE FOOT ABOVE AND BELOW ALL PENETRATIONS OF ROOF/CEILING ASSEMBLIES, WALLS AND BARRIERS. THE LABEL SHALL HAVE 3/8" TALL LETTERS AND BE REFLECTIVE WITH WHITE TEXT ON A RED BACKGROUND

P-154098



GRID-TIED SOLAR POWER SYSTEM

MCLAUGHLIN RESIDENCE
9 PARK ROW
CAPE CHARLES, VA 23310

SAFETY LABELS

DOC ID: 154098-189889-0

DATE: 2/18/21

CREATOR: C.W.

REVIEWER: D.K.

REVISIONS

PV-4

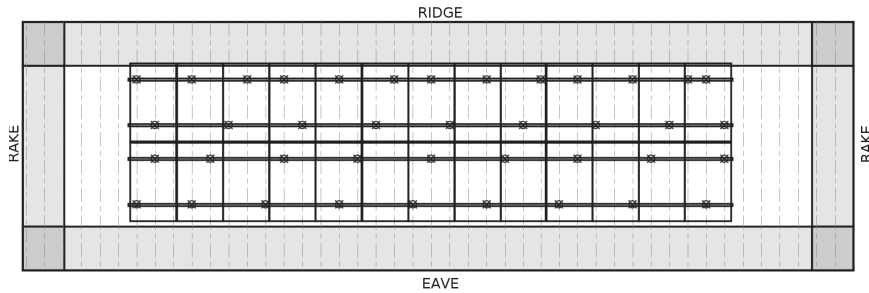
ROOF PROPERTIES	
ROOF MATERIAL	COMPOSITION SHINGLE (1 LAYER)
SLOPE	4/12 (18.4°)
MEAN ROOF HEIGHT	22.9FT
DECK SHEATHING	15/32" OSB
CONSTRUCTION	RAFTERS (2X6'S), 16IN OC

MODULE MECHANICAL PROPERTIES	
MODEL	REC SOLAR REC360AA BLACK
DIMENSIONS (AREA)	67.8IN X 40.0IN X 1.2IN (18.8 SQ FT)
WEIGHT	43LB

MOUNTING SYSTEM PROPERTIES	
RAIL MODEL	IRONRIDGE XR100
ANCHOR MODEL	IRONRIDGE FM-FF2-001 (FLASHED), 1.02IN AIR GAP
FASTENING METHOD	3.0 INCH EMBEDMENT INTO RAFTERS WITH (1) 5/16IN DIA. FASTENER
MAX. ALLOW. RAIL SPAN	72.0IN (ZONES 1, 2, AND 3)
MAX. MOUNT SPACING	72.0IN (ZONE 1) 48.0IN (ZONES 2 AND 3)
MAX. ALLOW. CANTILEVER	28.8IN (ZONES 1, 2, AND 3)
GROUNDING AND BONDING	INTEGRAL GROUNDING CERTIFIED TO UL 2703 REQUIREMENTS

DEAD LOAD CALCULATIONS			
LOAD	QTY	LBS	TOTAL LBS
MODULES	26	43.0	1117.7
OPTIMIZERS	26	0.6	16.4
LINEAR FEET OF RAIL	175 FT	0.7	119.2
ANCHORS	40	0.8	32.9
MISC. HARDWARE		8.3	8.3
TOTAL ARRAY WEIGHT			1294.5 LBS
AREA NAME	QTY	SQFT	TOTAL SQFT
MODULES	26	18.8	488.8
POINT LOAD (1294.5 LBS / 40 ATTACHMENTS)			32.4 LBS
DIST. LOAD (1294.5 LBS / 488.8 SQFT)			2.65 PSF

NOTES	
1	RAFTER LOCATIONS ARE APPROXIMATE. ACTUAL LOCATIONS MAY DIFFER AND CONTRACTOR MAY NEED TO ADJUST MOUNT LOCATIONS. IN NO CASE SHALL THE MOUNT SPACING EXCEED "MAX. MOUNT SPACING"



DISTANCE α IS EQUAL TO 10% OF THE BUILDING'S LEAST HORIZONTAL DIMENSION OR 40% OF THE MEAN ROOF HEIGHT, WHICHEVER IS SMALLER, BUT NOT LESS THAN 4% OF THE LEAST HORIZONTAL DIMENSION OR 3 FEET (ACSE 7-10). THESE SETBACKS ARE APPLIED TO THE BUILDING FOOTPRINT AND PROJECTED TO THE PLANES OF ROOF CORNERS, RAKES, HIPs, EAVES, MANSARDS, AND RIDGES OF ROOF FACES.

$\alpha = \text{MAX}(\text{MIN}(0.4 * \text{MEAN ROOF HEIGHT}, 0.1 * \text{LEAST HORIZONTAL DIMENSION}), 0.04 * \text{LEAST HORIZONTAL DIMENSION}, 3 \text{ FT})$

$3.0 \text{ FT} = \text{MAX}(\text{MIN}(0.4 * 22.9 \text{ FT}, 0.1 * 28.0 \text{ FT}), 0.04 * 28.0 \text{ FT}, 3 \text{ FT})$

1 ATTACHMENT PLAN (ORTHOGONAL PROJECTION)
PV-5 SCALE: 1/8" = 1'

P-154098



GRID-TIED SOLAR POWER SYSTEM

MCLAUGHLIN RESIDENCE
9 PARK ROW
CAPE CHARLES, VA 23310

ATTACHMENT
PLAN

DOC ID: 154098-189889-0

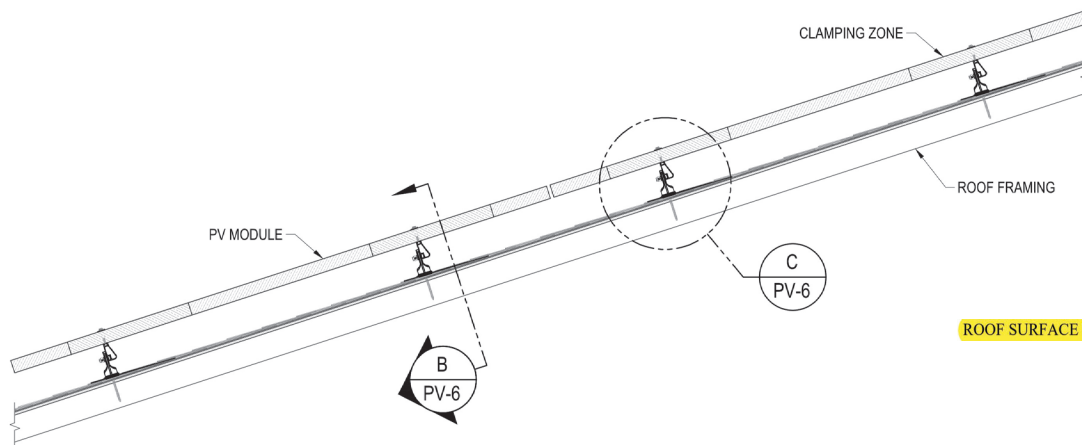
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CREATOR: C.W.

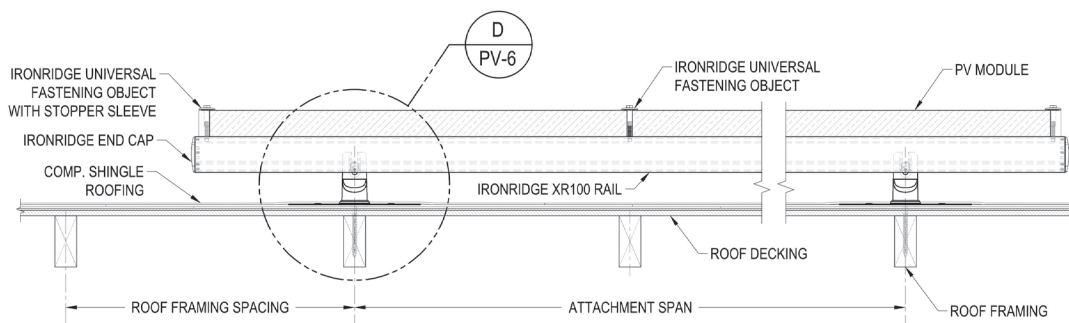
REVIEWER: D.K.

REVISIONS

PV-5

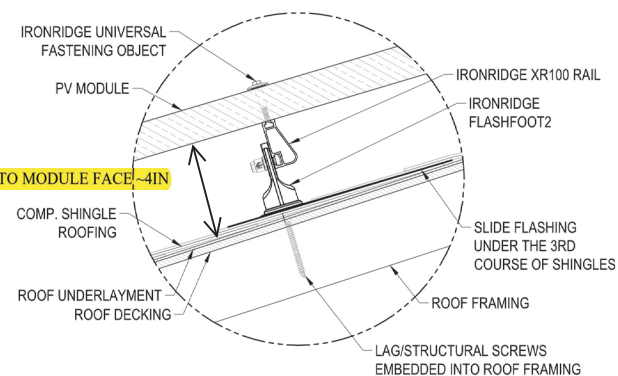


A RACKING ELEVATION (TRANSVERSE VIEW)
PV-6 SCALE: NTS

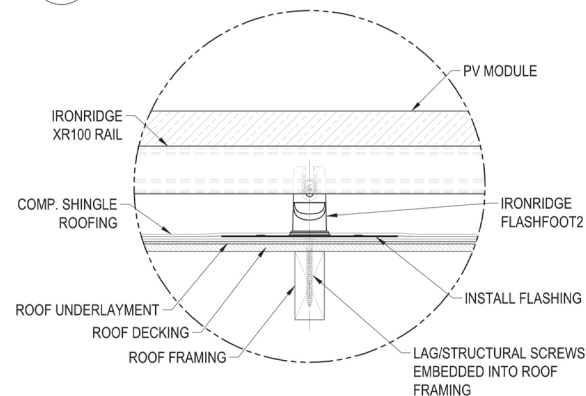


B RACKING ELEVATION (LONGITUDINAL VIEW)
PV-6 SCALE: NTS

MOUNTING SYSTEM NOTES	
1	FLASHING SHALL BE APPLIED IN ACCORDANCE WITH MANUFACTURERS' INSTRUCTIONS.
2	IF THERE IS ANY CONFLICT BETWEEN WHAT IS DEPICTED HERE AND INSTRUCTIONS PROVIDED BY A MANUFACTURER, THE MANUFACTURER'S INSTRUCTIONS SHALL SUPERCEDE.



C ATTACHMENT DETAIL (TRANSVERSE VIEW)
PV-6 SCALE: NTS



D ATTACHMENT DETAIL (LONGITUDINAL VIEW)
PV-6 SCALE: NTS

P-154098



GRID-TIED SOLAR POWER SYSTEM

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ATTACHMENT DETAILS

DOC ID: 154098-189889-0

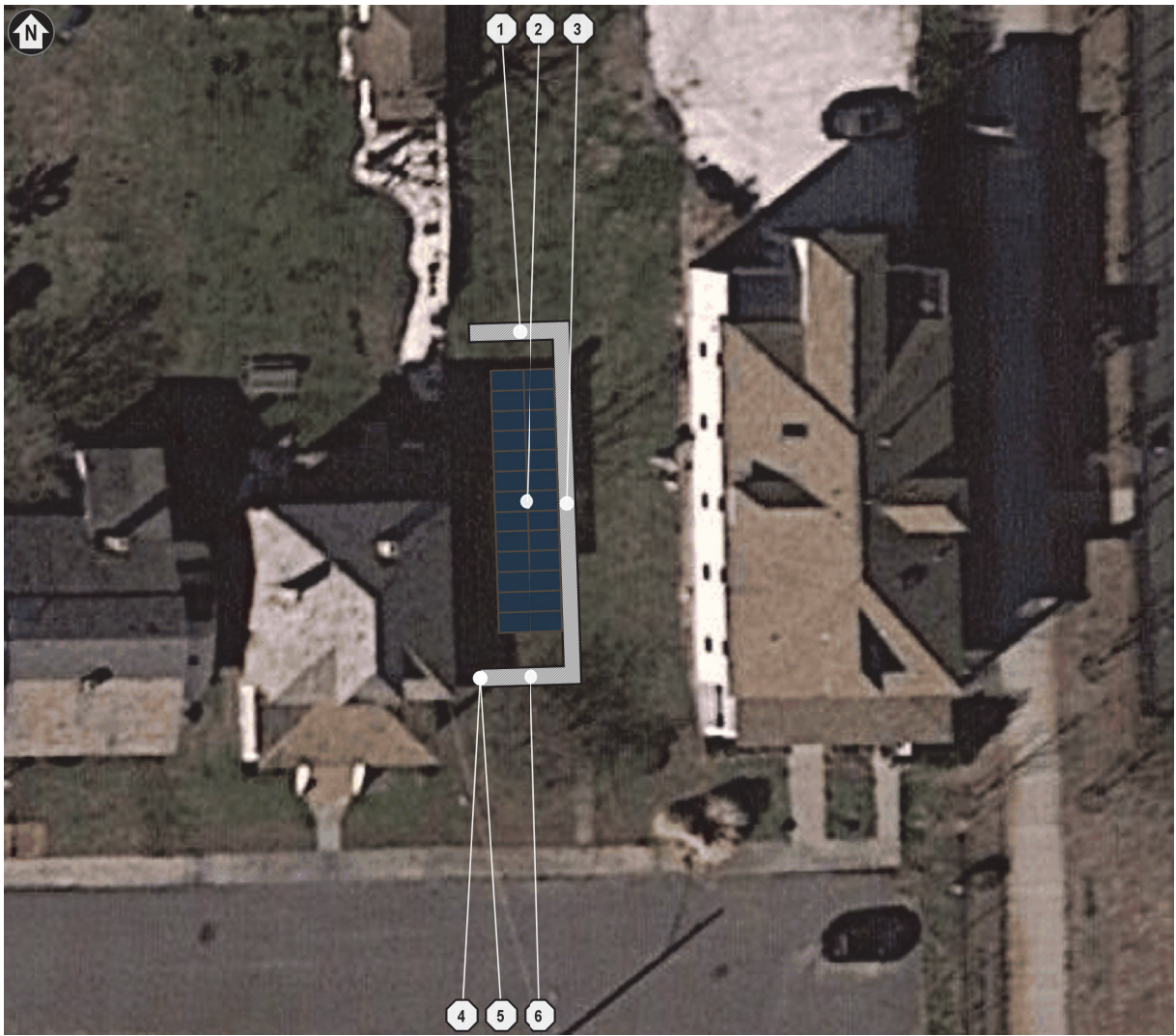
DATE: 2/18/21

CREATOR: C.W.

REVIEWER: D.K.

REVISIONS

PV-6



1 FIRE SAFETY PLAN
PV-7
SCALE: 1" = 20'

GENERAL NOTES	
1	ROOF ACCESS POINTS SHALL BE LOCATED IN AREAS THAT DO NOT REQUIRE THE PLACEMENT OF GROUND LADDERS OVER OPENINGS SUCH AS WINDOWS OR DOORS, AND LOCATED AT STRONG POINTS OF BUILDING CONSTRUCTION IN LOCATIONS WHERE THE ACCESS POINT DOES NOT CONFLICT WITH OVERHEAD OBSTRUCTIONS SUCH AS TREE LIMBS, WIRES OR SIGNS. (IFC 605.11.1.1)
2	PANELS AND MODULES INSTALLED ON GROUP R-3 BUILDINGS WITH A SINGLE RIDGE SHALL BE LOCATED IN A MANNER THAT PROVIDES TWO, 3-FOOT-WIDE ACCESS PATHWAYS FROM THE EAVE TO THE RIDGE ON EACH ROOF SLOPE WHERE PANELS AND MODULES ARE LOCATED. (IFC 605.11.1.2.3)
3	PANELS AND MODULES INSTALLED ON GROUP R-3 BUILDINGS SHALL BE LOCATED NOT LESS THAN 3 FEET (914 MM) FROM THE RIDGE IN ORDER TO ALLOW FOR FIRE DEPARTMENT SMOKE VENTILATION OPERATIONS, EXCEPT IN SUCH CASES WHERE AN ALTERNATIVE VENTILATION METHOD APPROVED BY THE FIRE CHIEF HAS BEEN PROVIDED OR WHERE THE FIRE CHIEF HAS DETERMINED VERTICAL VENTILATION TECHNIQUES WILL NOT BE EMPLOYED. (IFC 605.11.1.2.5)

- 1 3.0 FT. WIDE FIRE ACCESS PATHWAY, PER IFC 605.11.1.2.3
- 2 PV MODULES INSTALLED ON ROOF WITH IRONRIDGE ROOF MOUNTING SYSTEM. THE MOUNTING SYSTEM IS UL 1703 CLASS A FIRE RATED ON A 4/12 SLOPED ROOF WHEN INSTALLED WITH TYPE 1 OR 2 MODULES. THE REC SOLAR REC360AA BLACK IS TYPE 2.
- 3 3.0 FT. WIDE SMOKE-VENTILATION SETBACK, PER IFC 605.11.1.2.5
- 4 ROOF ACCESS POINT
- 5 ROOF ACCESS POINT
- 6 3.0 FT. WIDE FIRE ACCESS PATHWAY, PER IFC 605.11.1.2.3
- 7 ALL ARRAY CIRCUITS SHALL BE ROUTED THROUGH THE INTERIOR OF THE BUILDING, AND WHERE POSSIBLE, ALONG THE BOTTOM OF LOAD BEARING MEMBERS. NO CONDUIT SHALL BE INSTALLED ABOVE THE ROOF.

P-154098



GRID-TIED SOLAR POWER SYSTEM

MCLAUGHLIN RESIDENCE
9 PARK ROW
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FIRE SAFETY PLAN

DOC ID: 154098-189889-0
DATE: 2/18/21
CREATOR: C.W.
REVIEWER: D.K.

REVISIONS	

PV-7

SOLAR'S MOST TRUSTED



REC ALPHA BLACK SERIES

375 W_P POWER

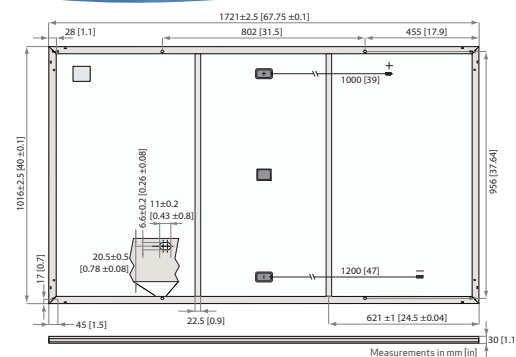
20 YEAR PRODUCT WARRANTY

25 YEAR POWER OUTPUT WARRANTY



recgroup.com/alpha

REC ALPHA BLACK SERIES PRODUCT DATASHEET



GENERAL DATA

Cell type:	120 half-cut cells with REC heterojunction cell technology 6 strings of 20 cells in series	Junction box:	3-part, 3 bypass diodes, IP67 rated in accordance with IEC 62790
Glass:	0.13 in (3.2 mm) solar glass with anti-reflection surface treatment	Cable:	12 AWG (4 mm ²) PV wire, 39 + 47 in (1 + 1.2 m) in accordance with EN 50618
Backsheet:	Highly resistant polymeric construction	Connectors:	Stäubli MC4 PV-KBT4/KST4, 12 AWG (4 mm ²) in accordance with IEC 62852 IP68 only when connected
Frame:	Anodized aluminum (black)	Origin:	Made in Singapore

ELECTRICAL DATA @ STC

	Product Code*: RECxxxAA Black				
Nominal Power - P _{MPP} (Wp)	355	360	365	370	375
Watt Class Sorting - (W)	-0/+5	-0/+5	-0/+5	-0/+5	-0/+5
Nominal Power Voltage - V _{MPP} (V)	37.4	37.7	38.0	38.3	38.7
Nominal Power Current - I _{MPP} (A)	9.50	9.55	9.60	9.66	9.72
Open Circuit Voltage - V _{OC} (V)	44.0	44.1	44.3	44.5	44.6
Short Circuit Current - I _{SC} (A)	10.19	10.23	10.26	10.30	10.40
Panel Efficiency (%)	20.3	20.6	20.9	21.2	21.4

Values at standard test conditions (STC: air mass AM1.5, irradiance 1075 W/sq ft (1000 W/m²), temperature 77°F (25°C), based on a production spread with a tolerance of V_{OC} & I_{SC} ±3% within one watt class. * Where xxx indicates the nominal power class (P_{MPP}) at STC above.

ELECTRICAL DATA @ NMOT

	Product Code*: RECxxxAA Black				
Nominal Power - P _{MPP} (Wp)	270	274	278	282	286
Nominal Power Voltage - V _{MPP} (V)	35.2	35.5	35.8	36.1	36.4
Nominal Power Current - I _{MPP} (A)	7.67	7.71	7.76	7.80	7.85
Open Circuit Voltage - V _{OC} (V)	41.4	41.6	41.7	41.9	42.0
Short Circuit Current - I _{SC} (A)	8.23	8.26	8.29	8.32	8.40

Nominal module operating temperature (NMOT: air mass AM1.5, irradiance 800 W/m², temperature 68°F (20°C), windspeed 3.3 ft/s (1 m/s). * Where xxx indicates the nominal power class (P_{MPP}) at STC above.

CERTIFICATIONS

IEC 61215:2016, IEC 61730:2016, UL 1703, UL 61730	
IEC 62804	PID
IEC 61701	Salt Mist
IEC 62716	Ammonia Resistance
UL 1703	Fire Type Class 2
IEC 62782	Dynamic Mechanical Load
IEC 61215-2:2016	Hailstone (35mm)
AS4040.2 NCC 2016	Cyclic Wind Load
ISO 14001:2004, ISO 9001:2015, OHSAS 18001:2007	

WARRANTY

20 year product warranty
25 year linear power output warranty
Maximum annual power degradation of 0.25% p.a.
Guarantees 92% of power after 25 years
See warranty conditions for further details.

MECHANICAL DATA

Dimensions:	678 x 40 x 1.2 in (1721 x 1016 x 30 mm)
Area:	18.8 sq ft (1.75 m ²)
Weight:	43 lbs (19.5 kg)

MAXIMUM RATINGS

Operational temperature:	-40 .. +85°C
Maximum system voltage:	1000 V
Design load (+): snow	4666 Pa (97.5 lbs/sq ft)
Maximum test load (+):	7000 Pa (146 lbs/sq ft)
Design load (-): wind	2666 Pa (55.6 lbs/sq ft)
Maximum test load (-):	4000 Pa (83.5 lbs/sq ft)
Max series fuse rating:	25 A
Max reverse current:	25 A

* Calculated using a safety factor of 1.5
* See installation manual for mounting instructions

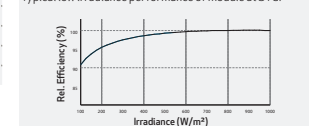
TEMPERATURE RATINGS*

Nominal Module Operating Temperature:	44°C (±2°C)
Temperature coefficient of P _{MPP} :	-0.26 %/°C
Temperature coefficient of V _{OC} :	-0.24 %/°C
Temperature coefficient of I _{SC} :	0.04 %/°C

*The temperature coefficients stated are linear values

LOW LIGHT BEHAVIOUR

Typical low irradiance performance of module at STC:



Founded in Norway in 1996, REC is a leading vertically integrated solar energy company. Through integrated manufacturing from silicon to wafers, cells, high-quality panels and extending to solar solutions, REC provides the world with a reliable source of clean energy. REC's renowned product quality is supported by the lowest warranty claims rate in the industry. REC is a BlueStar Elkem company with headquarters in Norway and operational headquarters in Singapore. REC employs around 2,000 people worldwide, producing 1.5 GW of solar panels annually.



www.recgroup.com



Power Optimizer

For North America

P320 / P340 / P370 / P400 / P405 / P505



POWER OPTIMIZER

PV power optimization at the module-level

- Specifically designed to work with SolarEdge inverters
- Up to 25% more energy
- Superior efficiency (99.5%)
- Mitigates all types of module mismatch losses, from manufacturing tolerance to partial shading
- Flexible system design for maximum space utilization
- Fast installation with a single bolt
- Next generation maintenance with module-level monitoring
- Meets NEC requirements for arc fault protection (AFCI) and Photovoltaic Rapid Shutdown System (PVRSS)
- Module-level voltage shutdown for installer and firefighter safety

solaredge.com

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Power Optimizer For North America

P320 / P340 / P370 / P400 / P405 / P505

Optimizer model (typical module compatibility)	P320 (for 60-cell modules)	P340 (for high-power 60-cell modules)	P370 (for higher-power 60 and 72-cell modules)	P400 (for 72 & 96-cell modules)	P405 (for thin film modules)	P505 (for higher current modules)	
INPUT							
Rated Input DC Power ⁽¹⁾	320	340	370	400	405	505	W
Absolute Maximum Input Voltage (Voc at lowest temperature)	48	60	80	125 ⁽²⁾	83 ⁽²⁾		Vdc
MPPT Operating Range	8 - 48	8 - 60	8 - 80	12.5 - 105	12.5 - 83		Vdc
Maximum Short Circuit Current (Isc)	11		10.1		14		Adc
Maximum DC Input Current	13.75		12.63		17.5		Adc
Maximum Efficiency			99.5				%
Weighted Efficiency		98.8			98.6		%
Overvoltage Category			II				
OUTPUT DURING OPERATION (POWER OPTIMIZER CONNECTED TO OPERATING SOLAREGE INVERTER)							
Maximum Output Current		15					Adc
Maximum Output Voltage		60		85			Vdc
OUTPUT DURING STANDBY (POWER OPTIMIZER DISCONNECTED FROM SOLAREGE INVERTER OR SOLAREGE INVERTER OFF)							
Safety Output Voltage per Power Optimizer		1 ± 0.1					Vdc
STANDARD COMPLIANCE							
EMC		FCC Part15 Class B, IEC61000-6-2, IEC61000-6-3					
Safety		IEC62109-1 (class II safety), UL1741					
RoHS		Yes					
INSTALLATION SPECIFICATIONS							
Maximum Allowed System Voltage		1000					Vdc
Compatible inverters		All SolarEdge Single Phase and Three Phase inverters					
Dimensions (W x L x H)	128 x 152 x 28 / 5 x 5.97 x 1.1		128 x 152 x 36 / 5 x 5.97 x 1.42	128 x 152 x 50 / 5 x 5.97 x 1.96	128 x 152 x 59 / 5 x 5.97 x 2.32		mm / in
Weight (including cables)	630 / 1.4		750 / 1.7	845 / 1.9	1064 / 2.3		gr / lb
Input Connector		MC4 ⁽³⁾					
Output Wire Type / Connector		Double Insulated; MC4					
Output Wire Length	0.95 / 3.0		1.2 / 3.9				m / ft
Input Wire Length		0.16 / 0.52					m / ft
Operating Temperature Range		-40 - +85 / -40 - +185					°C / °F
Protection Rating		IP68 / NEMA6P					
Relative Humidity		0 - 100					%

⁽¹⁾ Rated STC power of the module. Module of up to +5% power tolerance allowed

⁽²⁾ NEC 2017 requires max input voltage be not more than 80V

⁽³⁾ For other connector types please contact SolarEdge

PV System Design Using a SolarEdge Inverter ⁽⁴⁾⁽⁵⁾	Single Phase HD-Wave	Single phase	Three Phase 208V	Three Phase 480V	
Minimum String Length (Power Optimizers)	P320, P340, P370, P400	8	10	18	
	P405 / P505	6	8	14	
Maximum String Length (Power Optimizers)		25	25	50 ⁽⁶⁾	
Maximum Power per String	5700 (6000 with SE7600-US - SE11400-US)	5250	6000 ⁽⁷⁾	12750 ⁽⁸⁾	W
Parallel Strings of Different Lengths or Orientations		Yes			

⁽⁴⁾ For detailed string sizing information refer to: http://www.solaredge.com/sites/default/files/string_sizing_na.pdf

⁽⁵⁾ It is not allowed to mix P405/P505 with P320/P340/P370/P400 in one string

⁽⁶⁾ A string with more than 30 optimizers does not meet NEC rapid shutdown requirements; safety voltage will be above the 30V requirement

⁽⁷⁾ For SE1440US/SE43.2KUS: It is allowed to install up to 6,500W per string when 3 strings are connected to the inverter (3 strings per unit for SE43.2KUS) and when the maximum power difference between the strings is up to 1,000W

⁽⁸⁾ For SE30KUS/SE33.3KUS/SE66.6KUS/SE100KUS: It is allowed to install up to 15,000W per string when 3 strings are connected to the inverter (3 strings per unit for SE66.6KUS/SE100KUS) and when the maximum power difference between the strings is up to 2,000W

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CE RoHS

SolaDeck

FLASHED PV ROOF-MOUNT COMBINER/ENCLOSURE

Basic Features

- Stamped Seamless Construction
- 18 Gauge Galvanized Steel
- Powder Coated Surfaces
- Flashes into the roof deck
- 3 Roof deck knockouts .5", .75", 1"
- 5 Centering dimples for entry/exit fittings or conduit
- 2 Position Ground lug installed
- Mounting Hardware Included



SolaDeck Model SD 0783



SolaDeck UL50 Type 3R Enclosures

Available Models:

Model SD 0783 - (3" fixed Din Rail)

Model SD 0786 - (6" slotted Din Rail)



SolaDeck UL 1741 Combiner/Enclosures

Models SD 0783-41 and SD 0786-41 are labeled and ETL listed UL STD 1741 according to the UL STD 1741 for photovoltaic combiner enclosures.

Max Rated - 600VDC, 120AMPS

Model SD 0783-41 3" Fixed Din Rail fastened using Norlock System

**Typical System Configuration

- 4- Din Rail Mounted Fuse Holders 600VDC 30 AMP
- 1- Power Distribution Block 600VDC 175AMP
- 1- Bus Bar with UL lug

Model SD 0786-41 6" Slotted Din Rail fastened using steel studs

**Typical System Configuration

- 4- Din Rail Mounted Fuse Holders 600VDC 30 AMP
- 4- Din Rail Mounted Terminal Blocks
- Bus Bars with UL lug

**Fuse holders and terminal blocks added in the field must be UL listed or recognized and meet 600 VDC 30 AMP 110C for fuse holders, 600V 50 AMP 90C for rail mounted terminal blocks and 600 V 175 AMP 90C for Power Distribution Blocks. Use Copper Wire Conductors.



Cover is trimmed to allow conduit or fittings, base is center dimpled for fitting locations.



Model SD 0783-41, wired with Din Rail mounted fuse holders, bus bar and power distribution block.



Model SD 0786-41, wired with Din Rail mounted fuse holders, terminal blocks and bus bars.

RSTC Enterprises, Inc • 2219 Heimstead Road • Eau Claire, WI 54703
For product information call 1(866) 367-7782

Single Phase Inverter with HD-Wave Technology

for North America

SE3000H-US / SE3800H-US / SE5000H-US / SE6000H-US /
SE7600H-US / SE10000H-US / SE11400H-US



INVERTERS

Optimized installation with HD-Wave technology

- Specifically designed to work with power optimizers
- Record-breaking 99% weighted efficiency
- Quick and easy inverter commissioning directly from a smartphone using the SolarEdge SetApp
- Fixed voltage inverter for longer strings
- Integrated arc fault protection and rapid shutdown for NEC 2014 and 2017, per article 690.11 and 690.12
- UL1741 SA certified, for CPUC Rule 21 grid compliance
- Small, lightweight, and easy to install both outdoors or indoors
- Built-in module-level monitoring
- Optional: Faster installations with built-in consumption metering (1% accuracy) and production revenue grade metering (0.5% accuracy, ANSI C12.20)

solaredge.com

solaredge

/ Single Phase Inverter with HD-Wave Technology for North America

SE3000H-US / SE3800H-US / SE5000H-US / SE6000H-US /
SE7600H-US / SE10000H-US / SE11400H-US

MODEL NUMBER	SE3000H-US	SE3800H-US	SE5000H-US	SE6000H-US	SE7600H-US	SE10000H-US	SE11400H-US				
APPLICABLE TO INVERTERS WITH PART NUMBER	SEXXXXH-XXXXBXX4										
OUTPUT											
Rated AC Power Output	3000	3800 @ 240V 3300 @ 208V	5000	6000 @ 240V 5000 @ 208V	7600	10000	11400 @ 240V 10000 @ 208V	VA			
Maximum AC Power Output	3000	3800 @ 240V 3300 @ 208V	5000	6000 @ 240V 5000 @ 208V	7600	10000	11400 @ 240V 10000 @ 208V	VA			
AC Output Voltage Min.-Nom.-Max. (211 - 240 - 264)	✓	✓	✓	✓	✓	✓	✓	Va			
AC Output Voltage Min.-Nom.-Max. (183 - 208 - 229)	-	✓	-	✓	-	-	✓	Va			
AC Frequency (Nominal)	59.3 - 60 - 60.5 ⁽¹⁾								Hz		
Maximum Continuous Output Current @240V	12.5	16	21	25	32	42	47.5	A			
Maximum Continuous Output Current @208V	-	16	-	24	-	-	48.5	A			
Power Factor	1, Adjustable - 0.85 to 0.85										
GFDI Threshold	1								A		
Utility Monitoring, Islanding Protection, Country Configurable Thresholds	Yes										
INPUT											
Maximum DC Power @240V	4650	5900	7750	9300	11800	15500	17650	W			
Maximum DC Power @208V	-	5100	-	7750	-	-	15500	W			
Transformer-less, Ungrounded	Yes										
Maximum Input Voltage	480								Vd		
Nominal DC Input Voltage	380				400				Vd		
Maximum Input Current @240V ⁽²⁾	8.5	10.5	13.5	16.5	20	27	30.5	Ad			
Maximum Input Current @208V ⁽²⁾	-	9	-	13.5	-	-	27	Ad			
Max. Input Short Circuit Current	45								Ad		
Reverse-Polarity Protection	Yes										
Ground-Fault Isolation Detection	600k Ω Sensitivity										
Maximum Inverter Efficiency	99	99.2						%			
CEC Weighted Efficiency	99					99 @ 240V 98.5 @ 208V	%				
Nighttime Power Consumption	< 2.5							W			

¹⁾ For other regional settings please contact SolarEdge support

²⁾ A higher current source may be used; the inverter will limit its input current to the values stated

/ Single Phase Inverter

with HD-Wave Technology for North America

SE3000H-US / SE3800H-US / SE5000H-US / SE6000H-US/
SE7600H-US / SE10000H-US / SE11400H-US

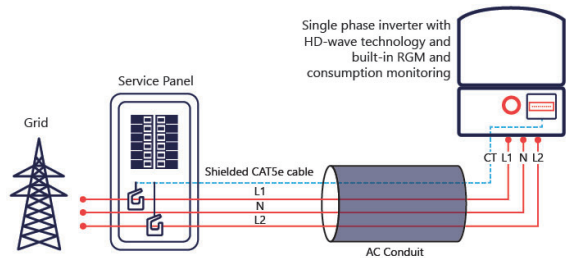
MODEL NUMBER	SE3000H-US	SE3800H-US	SE5000H-US	SE6000H-US	SE7600H-US	SE10000H-US	SE11400H-US
ADDITIONAL FEATURES							
Supported Communication Interfaces	RS485, Ethernet, ZigBee (optional), Cellular (optional)						
Revenue Grade Metering, ANSI C12.20	Optional ¹⁾						
Consumption metering							
Inverter Commissioning	With the SetApp mobile application using Built-in Wi-Fi Access Point for Local Connection						
Rapid Shutdown - NEC 2014 and 2017 690.12	Automatic Rapid Shutdown upon AC Grid Disconnect						
STANDARD COMPLIANCE							
Safety	UL1741, UL1741 SA, UL1699B, CSA C22.2, Canadian AFCI according to T.L.L. M-07						
Grid Connection Standards	IEEE1547, Rule 21, Rule 14 (H)						
Emissions	FCC Part 15 Class B						
INSTALLATION SPECIFICATIONS							
AC Output Conduit Size / AWG Range	1" Maximum / 14-6 AWG				1" Maximum /14-4 AWG		
DC Input Conduit Size / # of Strings / AWG Range	1" Maximum / 1-2 strings / 14-6 AWG				1" Maximum / 1-3 strings / 14-6 AWG		
Dimensions with Safety Switch (HxWxD)	17.7 x 14.6 x 6.8 / 450 x 370 x 174				21.3 x 14.6 x 7.3 / 540 x 370 x 185		in / mm
Weight with Safety Switch	22 / 10	25.1 / 11.4	26.2 / 11.9		38.8 / 17.6		lb / kg
Noise	< 25				<50		dBA
Cooling	Natural Convection						
Operating Temperature Range	-40 to +140 / -40 to +60 ⁴⁾						°F / °C
Protection Rating	NEMA 4X (Inverter with Safety Switch)						

¹⁾ Inverter with Revenue Grade Meter P/N: SExxxxH-US000BNCA; Inverter with Revenue Grade Production and Consumption Meter P/N: SExxxxH-US000BNB4. For consumption metering, current transformers should be ordered separately: SEACT0750-200NA-20 or SEACT0750-400NA-20, 20 units per box

⁴⁾ Full power up to at least 50 °C / 122 °F; for power de-rating information refer to: <https://www.solaredge.com/sites/default/files/se-temperature-derating-note-na.pdf>

How to Enable Consumption Monitoring

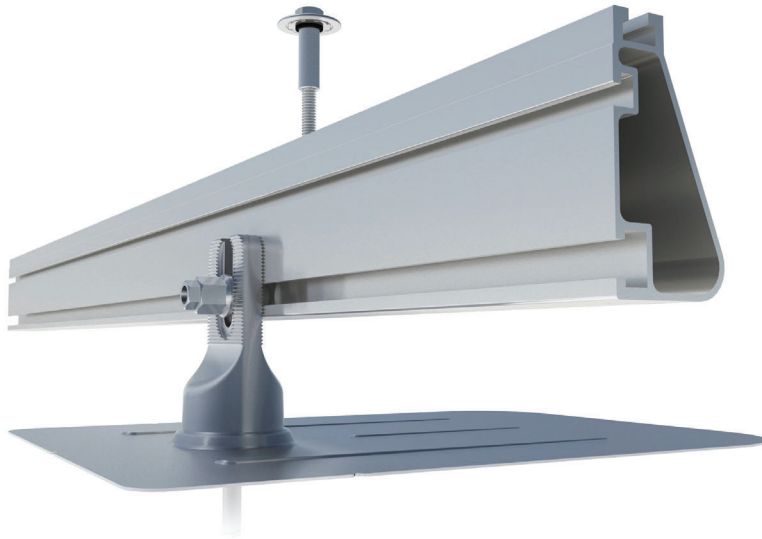
By simply wiring current transformers through the inverter's existing AC conduits and connecting them to the service panel, homeowners will gain full insight into their household energy usage helping them to avoid high electricity bills





Datasheet

Flush Mount System



Built for solar's toughest roofs.

IronRidge builds the strongest mounting system for pitched roofs in solar. Every component has been tested to the limit and proven in extreme environments.

Our rigorous approach has led to unique structural features, such as curved rails and reinforced flashings, and is also why our products are fully certified, code compliant and backed by a 25-year warranty.



Strength Tested

All components evaluated for superior structural performance.



Class A Fire Rating

Certified to maintain the fire resistance rating of the existing roof.



UL 2703 Listed System

Entire system and components meet newest effective UL 2703 standard.



PE Certified

Pre-stamped engineering letters available in most states.



Design Assistant

Online software makes it simple to create, share, and price projects.



25-Year Warranty

Products guaranteed to be free of impairing defects.

Datasheet

XR Rails ☺

XR10 Rail



A low-profile mounting rail for regions with light snow.

- 6' spanning capability
- Moderate load capability
- Clear and black finish

XR100 Rail



The ultimate residential solar mounting rail.

- 8' spanning capability
- Heavy load capability
- Clear and black finish

XR1000 Rail



A heavyweight mounting rail for commercial projects.

- 12' spanning capability
- Extreme load capability
- Clear anodized finish

Bonded Splices



All rails use internal splices for seamless connections.

- Self-drilling screws
- Varying versions for rails
- Forms secure bonding

Clamps & Grounding ☺

UFOs



Universal Fastening Objects bond modules to rails.

- Fully assembled & lubed
- Single, universal size
- Clear and black finish

Stopper Sleeves



Snap onto the UFO to turn into a bonded end clamp.

- Bonds modules to rails
- Sized to match modules
- Clear and black finish

CAMO



Bond modules to rails while staying completely hidden.

- Universal end-cam clamp
- Tool-less installation
- Fully assembled

Grounding Lugs



Connect arrays to ground.

- Low profile
- Single tool installation
- Mounts in any direction

Attachments ☺

FlashFoot2



Flash and mount XR Rails with superior waterproofing.

- Twist-on Cap eases install
- Wind-driven rain tested
- Mill and black finish

Conduit Mount



Flash and mount conduit, strut, or junction boxes.

- Twist-on Cap eases install
- Wind-driven rain tested
- Secures 3/4" or 1" conduit

Slotted L-Feet



Drop-in design for rapid rail attachment.

- Secure rail connections
- Slot for vertical adjusting
- Clear and black finish

Bonding Hardware



Bond and attach XR Rails to roof attachments.

- T & Square Bolt options
- Nut uses 7/16" socket
- Assembled and lubricated

Resources



Design Assistant

Go from rough layout to fully engineered system. For free.

[Go to IronRidge.com/design](https://www.ironridge.com/design)



NABCEP Certified Training

Earn free continuing education credits, while learning more about our systems.

[Go to IronRidge.com/training](https://www.ironridge.com/training)



1495 Zephyr Avenue
Hayward, CA 94544
1-800-227-9523
IronRidge.com

Attn: Corey Geiger, COO, IronRidge Inc.
Date: June 24, 2019

Re: Structural Certification and Span Tables for IronRidge Flush Mount System

This letter addresses the structural performance and code compliance of IronRidge's Flush Mount System. The Flush Mount System is a proprietary rooftop mounting system used to support photovoltaic (PV) modules installed in portrait or landscape orientation and set parallel to the underlying roof surface. PV modules are supported by extruded aluminum XR Rails and secured to the rails with IronRidge mounting clamps. The XR Rails are side mounted to a selected roof attachment with 3/8" stainless steel bonding hardware and then attached directly to the roof structure or to a stanchion that is fastened to the underlying roof structure. Assembly details of a typical Flush Mount installation and its core components are shown in Exhibit EX-0015.

The IronRidge Flush Mount System is designed and certified to the structural requirements of the reference standards listed below, for the load conditions and configurations tabulated in the attached span tables.

- ASCE/SEI 7-10 Minimum Design Loads for Buildings and Other Structures (ASCE 7-10)
- 2015 International Building Code (IBC-2015)
- 2015 Virginia Uniform Statewide Building Code (USBC)
- 2015 Aluminum Design Manual (ADM-2015)

The tables included in this letter provide the maximum allowable spans of XR Rails in the Flush Mount System for the respective loads and configurations listed, covering wind exposure categories B, C, & D, roof zones 1, 2 & 3, and roof slopes from 0° to 45°. The span tables are applicable provided that the following conditions are met:

1. *Span* is the distance between two adjacent roof attachment points (measured at the center of the attachment fastener)
2. The underlying roof pitch, measured between roof surface and horizontal plane, is 45° or less.
3. The *mean roof height*, defined as the average of the roof eave height and the roof ridge height measured from grade, does not exceed 30 feet.
4. Module length shall not exceed the listed maximum dimension provided for the respective span table and module width shall not exceed 42".
5. All Flush Mount components shall be installed in a professional workmanlike manner per IronRidge's *Flush Mount installation manual* and other applicable standards for general roof construction practice.



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Hayward, CA 94544
1-800-227-9523
IronRidge.com

The span tables provided in this letter are certified based on the structural performance of IronRidge XR Rails only with no consideration of the structural adequacy of the chosen roof attachments, PV modules, or the underlying roof supporting members. It is the responsibility of the installer or system designer to verify the structural capacity and adequacy of the aforementioned system components in regards to the applied or resultant loads of any chosen array configuration.

Sincerely,

Gang Xuan, PE, LEED AP
Senior Structural Engineer

FRAMELESS MODULE KITS

Insert Frameless Kit T-bolt in top rail slot. Place star washer over T-bolt, allowing it to rest on top of rail. Secure module clamps with a hex nut and torque to **80 in-lbs**.

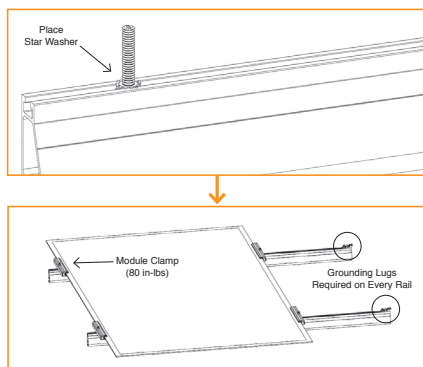
Tested or evaluated module clamps:

- Sunforson silver or black SFS-UTMC-200(B) mid and SFS-UTEC-200(B) end clamps.
- Sunpreme silver or black mid and end clamps with part numbers 7500105X where "X" is 1, 5, 6 or 7.
- IronRidge silver or black mid and end clamps with part numbers FMLS-XC-001-Y where "X" is E or M and "Y" is B or blank.

Follow module manufacturer's installation instructions to install the module clamps.

Frameless modules require using a Grounding Lug on every rail.

For Sunpreme Modules Only: If required to use slide prevention hardware, see Module Slide Prevention Addendum (Version 1.10).



MODULE COMPATIBILITY

The Flush Mount System may be used to ground and/or mount a PV module complying with UL 1703 only when the specific module has been evaluated for grounding and/or mounting in compliance with the included instructions. Unless otherwise noted, "xxx" refers to the module power rating and both black and silver frames are included in the certification.

MAKE	MODELS
Amerisolar	Amerisolar modules with 35, 40 and 50 mm frames AS-bYxxxZ Where "b" can be 5 or 6; "Y" can be M, P, M27, P27, M30, or P30; "xxx" is the module power rating; and "Z" can be blank, W or WB
Astronergy Solar	Astronergy modules with 30, 35, 40 and 45 mm frames aaSMbbyyC/zz-xxx Where "aa" can be CH or A; "bb" can be 60, 66, or 72; "yy" can be blank, 10 or 12; "C" can be M, P, M(BL), M-HC, M(BL)-HC, P-HC, (DG), or (DGT); "zz" can be blank, HV, F-B, or F-BH ; and "xxx" is the module power rating Astronergy frameless modules CHSM6610P(DG)-xxx Where "xxx" is the module power rating
Auxin	Auxin modules with 40 mm frames AXN6y6zAxxx Where "y" can be M or P; "z" can be 08, 09, 10, 11, or 12; "A" can be F or T; and "xxx" is the module power rating
Axitec	Axitec Modules with 35 and 40 mm frames AC-xxxY/aaZZb Where "xxx" is the module power rating; "Y" can be M, P or MH; "aa" can be blank, 125- or 156-; "ZZ" can be 54, 60, 72, 120, or 144; "b" can be S or SB
Boviet	Boviet modules with 40mm frames BVM66aaYY-xxx Where "aa" can be 9, 10 or 12; "YY" is M or P; and "xxx" is the module power rating
BYD	Where "xxx" is the module power rating; "Y" can be M, P or MH; "aa" can be blank, 125- or 156-; "ZZ" can be 54, 60, 72, 120, or 144; "b" can be S or SB
Canadian Solar	Canadian Solar modules with 30, 35 and 40 mm frames CSbY-xxxZ Where "b" can be 1, 3 or 6; "Y" can be H, K, P, U, V, W, or X; "xxx" refers to the module power rating; and "Z" can be M, P, MS, PX , M-SD, P-AG, P-SD, MB-AG, PB-AG, MS-AG, or MS-SD Canadian Solar frameless modules CSbY-xxx-Z Where "b" can be 3 or 6; "Y" is K, P, U, or X; "xxx" is the module power rating, and "Z" can be M-FG, MS-FG, P-FG, MB-FG, or PB-FG
CertainTeed	CertainTeed modules with 35 and 40 frames CTxxxZZ-aa Where "xxx" is the module power rating; "Y" can be M, P or HC; "ZZ" can be 00,01, 10, or 11; and "AA" can be 01, 02, 03 or 04
CSUN	Csun modules with 35 and 40 mm frames YYxxx-zzAbb Where "YY" is CSUN or SST; xxx is the module power rating; "zz" is blank, 60, or 72; and "A" is blank, P or M; "bb" is blank, BB, BW, or ROOF
Ecosolargy	Ecosolargy modules with 35, 40 and 50 mm frames ECOxxxYzA-bbD Where "xxx" is the module power rating; "Y" can be A, H, S, or T; "zz" can be 125 or 156; "A" can be M or P; "bb" can be 60 or 72; and "D" can be blank or B

MODULE COMPATIBILITY

ET Solar	ET Solar modules with 35, 40 and 50 mm frames ET-Y6ZZxxxAA Where "Y" can be P, L, or M; "ZZ" can be 60 or 72; "xxx" refers to the module power rating; and "AA" can be WB, WW, BB, WBG, WWG, WBAC, WBCO, WWCO, WWBCO or BBAC
Flex	Flex modules with 35, 40 and 50 mm frames and model identifier FXS-xxxYY-ZZ; where "xxx" is the module power rating; "YY" can be BB or BC; and "ZZ" can be MAA1B, MAA1W, MAB1W, SAA1B, SAA1W, SAC1B, SAC1W, SAD1W, SBA1B, SBA1W, SBC1B, or SBC1W
GCL	GCL modules with 35 mm and 40 mm frames GCL-a6/YY xxx Where "a" can be M or P; "YY" can be 60, 72, or 72H; and xxx is the module power rating
GigaWatt Solar	Gigawatt modules with 40 mm frames GWxxxYY Where "xxx" refers to the module power rating; and "YY" can be either PB or MB
Hansol	Hansol modules with 35 and 40 frames HSxxxYY-zz Where "xxx" is the module power rating; "YY" can be PB, PD, PE, TB, TD, UB, UD, or UE; and "zz" can be AN1, AN3, AN4, HV1, or JH2
Hanwha Solar	Hanwha Solar modules with 40, 45 and 50 mm frames HSLaaP6-YY-1-xxxZ Where "aa" can be either 60 or 72; "YY" can be PA or PB; "xxx" refers to the module power rating; and "Z" can be blank or B
Hanwha Q CELLS	Hanwha Q CELLS Modules with 32, 35, 40 and 42mm frames and model identifier aaYY-ZZ-xxx where "aa" can be Q, or B.; "YY" can be PLUS, PRO, PEAK, LINE PRO, LINE PLUS, or PEAK DUO; and "ZZ" can be G3, G3.1, G4, G4.1, L-G2, L-G2.3, L-G3, L-G3.1, L-G3y, L-G4, L-G4.2, L-G4y, LG4.2/TAA, BFR-G3, BLK-G3, BFR-G3.1, BLK-G3.1, BFR-G4, BFR-G4.1, BFR G4.3, BLK-G4.1, G4/SC, G4.1/SC, G4.1/TAA, G4.1/MAX, BFR G4.1/TAA, BFR G4.1/MAX, BLK G4.1/TAA, BLK G4.1/SC, EC-G4.4, G5, BLK-G5, L-G5, L-G5.1, L-G5.2/H, L-G5.3, G6, G6+, BLK-G6, L-G6, L-G6.1, L-G6.2, L-G6.3, G7, BLK-G6+, BLK-G7, G7.2, G8, BLK-G8, G8+, BLK-G8+ L-G7, L-G7.1, L-G7.2, L-G7.3, L-G8, L-G8.1, L-G8.2, or L-G8.3; and "xxx" is the module power rating
Heliene	Heliene modules with 40 mm frames YYZZxxx Where "YY" can be 36, 60, 72, or 96; "ZZ" can be M, P, or MBLK; and "xxx" is the module power rating
HT-SAAE	HT-SAAE modules with 40 mm frames HT72-156Z-xxx Where "Z" can be M, P, M-C, P-C, M(S), M(VS), M(V), P(V), M(V)-C, P(V)-C; and "xxx" is the module power rating
Hyundai	Hyundai modules with 33, 35, 40 and 50 mm frames HiY-SxxxZZ Where "Y" can be A, M or S; "xxx" refers to the module power rating; and "ZZ" can be HG, HI, KI, MI, MF, MG, RI, RG(BF), RG(BK), SG, TI, or TG
Itek	Itek Modules with 40 and 50 mm frames IT-xxx-YY Where "xxx" is the module power rating; and "YY" can be blank, HE, or SE, or SE72
JA Solar	JA Solar modules with 35, 40 and 45 mm frames JAYyz-bbww-xxx/aa Where "yy" can be M, P, M6 or P6; "zz" can be blank, (K), (L), (R), (V), (BK), (FA), (TG), (FA)(R), (L)(BK), (L)(TG), (R)(BK), (R)(TG), (V)(BK), (BK)(TG), or (L)(BK)(TG); "bb" can be 48, 60, or 72; "www" can be S01, S02, S03, S09, or S10; "xxx" is the module power rating; and "aa" can be MP, SI, SC, PR, 3BB, 4BB, 4BB/RE, 5BB
Jinko	Jinko modules with 35 and 40 mm frames JKMYxxxZZ-aa Where "Y" can either be blank or S; "xxx" is the module power rating; "ZZ" can be P, PP, M; and "aa" can be blank, 60, 60B, 60H, 60L, 60BL, 60HL, 60HBL, 60-J4, 60B-J4, 60B-EP, 60(Plus), 60-V, 60-MX, 72, 72-V, 72H-V, 72L-V, 72HL-V or 72-MX Jinko frameless modules JKMXxPP-DV Where "xxx" is the module power rating
Kyocera	Kyocera Modules with 46mm frames KYxxxZZ-AA Where "Y" can be D or U; "xxx" is the module power rating; "ZZ" can be blank, GX, or SX; and "AA" can be LPU, LFU, UPU, LPS, LPB, LFB, LFB5, LFB2, LPB2, 3AC, 3BC, 3FC, 4AC, 4BC, 4FC, 4UC, 5AC, 5BC, 5FC, 5UC, 6BC, 6FC, 8BC, 6MCA, or 6MPA
LG	LG modules with 35, 40 and 46 mm frames LGxxxYaZ-bb Where "xxx" is the module power rating; "Y" can be A, E, N, Q, S; "a" can be 1 or 2; "Z" can be C, K, T, or W; and "bb" can be A3, A5, B3, G3, G4, K4, or V5
Longi	Longi modules with 30, 35 and 40 mm frames LRA-YYZZ-xxxM Where "a" can be 4 or 6; "YY" can be blank, 60 or 72; "ZZ" can be blank, BK, BP, HV, PB, PE, PH, HBD, HPB, or HPH; "xxx" is the module power rating
Mission Solar	Mission Solar modules with 40 mm frames MSEbxxxZZaa Where "bb" can be blank or 60A; "xxx" is the module power rating; "ZZ" can be blank, MM, SE, SO or SQ, and "aa" can be blank, 1J, 4J, 4S, 5K, 5T, 6J, 6S, 6W, 8K, 8T, or 9S
Mitsubishi	Mitsubishi modules with 46 mm frames PV-MYYxxxZZ Where "YY" can be LE or JE; xxx is the module power rating; and "ZZ" can be either HD, HD2, or FB

MODULE COMPATIBILITY

Motech	IM and XS series modules with 40, 45 and 50 mm frames
Neo Solar Power	Neo Solar Power modules with 35 mm frames D6YxxxZZaa Where "Y" can be M or P; xxx is the module power rating; "ZZ" can be B3A, B4A, E3A, E4A, H3A, H4A; and "aa" can be blank, (TF), ME or ME (TF)
Panasonic	Panasonic modules with 35 and 40 mm frames BHNxxxYYZZa Where "xxx" refers to the module power rating; "YY" can be either KA, SA or ZA; "zz" can be either 01, 02, 03, 04, 06, 06B, 11, 11B, 15, 15B, 16, 16B, 17, or 18; and "A" can be blank, E or G
Peimar	Peimar modules with 40 mm frames SGxxxYzz Where "xxx" is the module power rating; "Y" can be M or P; and "zz" can be blank, (BF), or (FB)
Phono Solar	Phono Solar modules with 35, 40 and 45 mm frames PSxxxY-ZZ/A Where xxx refers to the module power rating; "Y" can be M or P; "ZZ" can be 20 or 24; and "A" can be F, T or U
Prism Solar	Prism Solar frameless modules BiYY-xxxBSTC Where "YY" can be 48, 60, 60S, 72 or 72S; and "xxx" is the module power rating
REC Solar	REC modules with 30, 38 and 45 mm frames RECxxxYYZZ Where "xxx" is the module power rating; "YY" can be AA, M, NP, PE, PE72, TP, TP2, TP2M, TP2SM, or TP2S; and "ZZ" can be blank, Black, BLK, BLK2, SLV, or 72
Renesola	ReneSola modules with 35, 40 and 50 mm frames JCxxxY-ZZ Where "xxx" refers to the module power rating; "Y" can be F, M or S; and "ZZ" can be Ab, Ab-b, Abh, Abh-b, Abv, Abv-b, Bb, Bb-b, Bbh, Bbh-b, Bbv, Bbv-b, Db, or Db-b
Renogy	Renogy Modules with 40 and 50 mm frames RNG-xxxY Where "xxx" is the module power rating; and "Y" can be D or P
Risen	Risen Modules with 35 and 40 mm frames RSMyy-6-xxxZZ Where "yy" can be 60 or 72; "xxx" is the module power rating; and "ZZ" can be M or P Frameless modules RSMyy-6-xxxZZ Where "yy" can be 60 or 72; "xxx" is the module power rating; and "ZZ" can be MDG or PDG
S-Energy	S-Energy modules with 40 frames SNxxxY-ZZ Where "xxx" is the module power rating; "Y" can be M or P; and "ZZ" can be 10, or 15
Seraphim Energy Group	Seraphim modules with 35 and 40 mm frames SEG-6YY-xxxZZ Where "YY" can be MA, MB, PA, or PB; "xxx" is the module power rating; and "ZZ" can be BB, BW, WB or WW
Seraphim USA	Seraphim modules with 40 and 50 mm frames SRP-xxx-6YY Where "xxx" is the module power rating; and "YY" can be MA, MB, PA, PB, QA-XX-XX, and QB-XX-XX
Sharp	Sharp modules with 35 and 40 mm frames NUYYxxx Where "YY" can be SA or SC; and "xxx" is the module power rating
Silfab	Silfab Modules with 38 mm frames SYY-Z-xxx Where "YY" can be SA or LA; SG or LG; "Z" can be M, P, or X; and "xxx" is the module power rating
Solaria	Solaria modules with 40 mm frames PowerXT xxxY-ZZ Where "xxx" is the module power rating; "Y" can be R or C; and "ZZ" can be AC, BD, BX, BY, PD, PX, PZ, WX or WZ
Solarcity	Solarcity modules with 40 mm frames SCxxxYY Where "xxx" is the module power rating; and "YY" can be blank, B1 or B2
SolarTech	SolarTech modules with 42 mm frames STU-xxxYY Where "xxx" is the module power rating; and "YY" can be PERC or HJT
SolarWorld AG / Industries GmbH	SolarWorld Sunmodule Plus, Protect, Bisun, XL, Bisun XL, may be followed by mono, poly, duo, black, bk, or clear; modules with 31, 33 or 46 mm frames SW-xxx Where "xxx" is the module power rating
SolarWorld Americas Inc.	SolarWorld Sunmodule Plus, Protect, Bisun, XL, Bisun XL, may be followed by mono, poly, duo, black, bk, or clear; modules with 33 mm frames SWA-xxx Where "xxx" is the module power rating
Stion	Stion Thin film modules with 35 mm frames STO-xxx or STO-xxxA Thin film frameless modules STL-xxx or STL-xxxA Where "xxx" is the module power rating
SunEdison	SunEdison Modules with 35, 40 and 50 mm frames SE-YxxxZABCDE Where "Y" can be B, F, H, P, R, or Z; "xxx" refers to the module power rating; "Z" can be 0 or 4; "A" can be B,C,D,E,H,I,J,K,L,M, or N; "B" can be B or W; "C" can be A or C; "D" can be 3, 7, 8, or 9; and "E" can be 0, 1 or 2

MODULE COMPATIBILITY

Suniva	Suniva modules with 35, 38, 40, 46 and 50 mm frames OPTxxx-AA-B-YYY-Z MVXxxx-AA-B-YYY-Z Where "xxx" is the module power rating; "AA" is either 60 or 72; "B" is either 4 or 5; "YYY" is either 100,101,700,1B0, or 1B1; and "Z" is blank or B
Sunpower	Sunpower standard (G3 or G4) or InvisiMount (G5) 40 and 46 mm frames SPR-Zb-xxx-YY Where "Z" is either A, E, P or X; "b" can be blank, 17, 18, 19, 20, 21, or 22; "xxx" is the module power rating and "YY" can be blank, BLK, COM, C-AC, D-AC, E-AC, G-AC, BLK-C-AC, or BLK-D-AC
Sunpreme	Sunpreme frameless modules GXB-xxxYY Where "xxx" is the module power rating; and "YY" can be blank or SL
Sunspark	Sunspark modules with 40 mm frames SYY-xxZ Where "YY" can be MX or ST; "xxx" is the module power rating; and "Z" can be P or W
Suntech	Vd, Vem, Wdb, Wde, and Wd series modules with 35, 40 and 50 mm frames
Talesun	Talesun modules with 35 and 40 frames TP6yyZxxx-A Where "yy" can be 60, 72, H60 or H72; "Z" can be M, or P; "xxx" is the module power rating; and "A" can be blank, B, or T
Trina	Trina Modules with 30, 35, 40 and 46mm frames TSM-xxxYYZZ Where "xxx" is the module power rating; "YY" can be DD05, DD06, DE14, DE15, DEG15, PA05, PC05, PD05, PD06, PA14, PC14, PD14, PE14, or PE15; and "ZZ" can be blank, .05, .08, .10, .18, .08D, .18D, 0.82, .002, .00S, 05S, 08S, A, A.05, A.08, A.10, A.18, A(II), A.05(II), A.08(II), A.082(II), A.10(II), A.18(II), H, H(II), H.05(II), H.08(II), HC.20(II), HC.20(II), or M Frameless modules TSM-xxxYY Where "YY" can be either DEG5(II), DEG5.07(II), DEG5.40(II), DEG5.47(II), DEG14(II), DEG14C(II), DEG14C.07(II), DEG14.40(II), PEG5, PEG5.07, PEG5.40, PEG5.47, PEG14, or PEG14.40
Vikram	Vikram solar modules with 40 mm frames Syy.ZZ.AAA.bb Where "yy" can be M, P, MBB, MH, MS, MHBB, or PBB; "ZZ" can be 60 or 72; "AAA" is the module power rating; and "bb" can be 03.04 or 05
Winaico	Winaico modules with 35 and 40 mm frames Wsy-xxxz6 Where "y" can be either P or T; "xxx" is the module power rating; and "z" can be either M or P
Yingli	Panda, YGE and YGE-U series modules with 35, 40 and 50 mm frames



Tech Brief

FlashFoot2

The Strongest Attachment in Solar

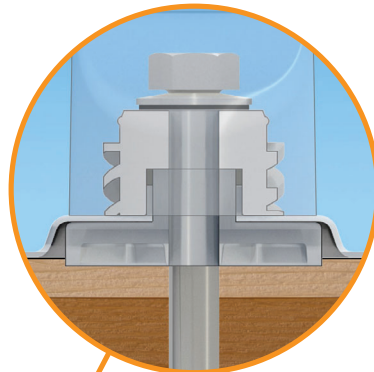
IronRidge FlashFoot2 raises the bar in solar roof protection. The unique water seal design is both elevated and encapsulated, delivering redundant layers of protection against water intrusion. In addition, the twist-on Cap perfectly aligns the rail attachment with the lag bolt to maximize mechanical strength.

Twist-On Cap

FlashFoot2's unique Cap design encapsulates the lag bolt and locks into place with a simple twist. The Cap helps FlashFoot2 deliver superior structural strength, by aligning the rail and lag bolt in a concentric load path.

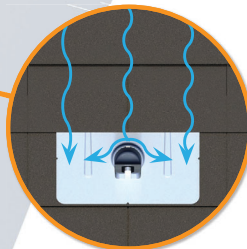
Single Socket Size

A custom-design lag bolt allows you to install FlashFoot2 with the same 7/16" socket size used on other Flush Mount System components.



Three-Tier Water Seal

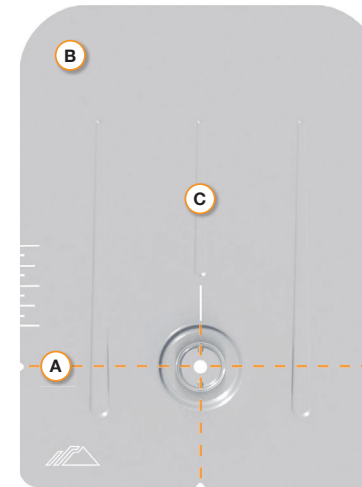
FlashFoot2's seal architecture utilizes three layers of protection. An elevated platform diverts water away, while a stack of rugged components raises the seal an entire inch. The seal is then fully-encapsulated by the Cap. FlashFoot2 is the first solar attachment to pass the TAS-100 Wind-Driven Rain Test.



Water-Shedding Design

An elevated platform diverts water away from the water seal.

Installation Features



A Alignment Markers

Quickly align the flashing with chalk lines to find pilot holes.

B Rounded Corners

Makes it easier to handle and insert under the roof shingles.

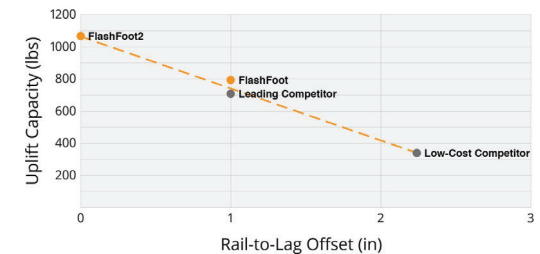
C Reinforcement Ribs

Help to stiffen the flashing and prevent any bending or crinkling during installation.

Benefits of Concentric Loading

Traditional solar attachments have a horizontal offset between the rail and lag bolt, which introduces leverage on the lag bolt and decreases uplift capacity.

FlashFoot2 is the only product to align the rail and lag bolt. This concentric loading design results in a stronger attachment for the system.



Testing & Certification

Structural Certification

Designed and Certified for Compliance with the International Building Code & ASCE/SEI-7.

Water Seal Ratings

Water Sealing Tested to UL 441 Section 27 "Rain Test" and TAS 100-95 "Wind Driven Rain Test" by Intertek. Ratings applicable for composition shingle roofs having slopes between 2:12 and 12:12.

UL 2703

Conforms to UL 2703 Mechanical and Bonding Requirements. See Flush Mount Install Manual for full ratings.



Open with Google Docs



8'-0"
CEILING HEIGHT

9'-0"
CEILING HEIGHT

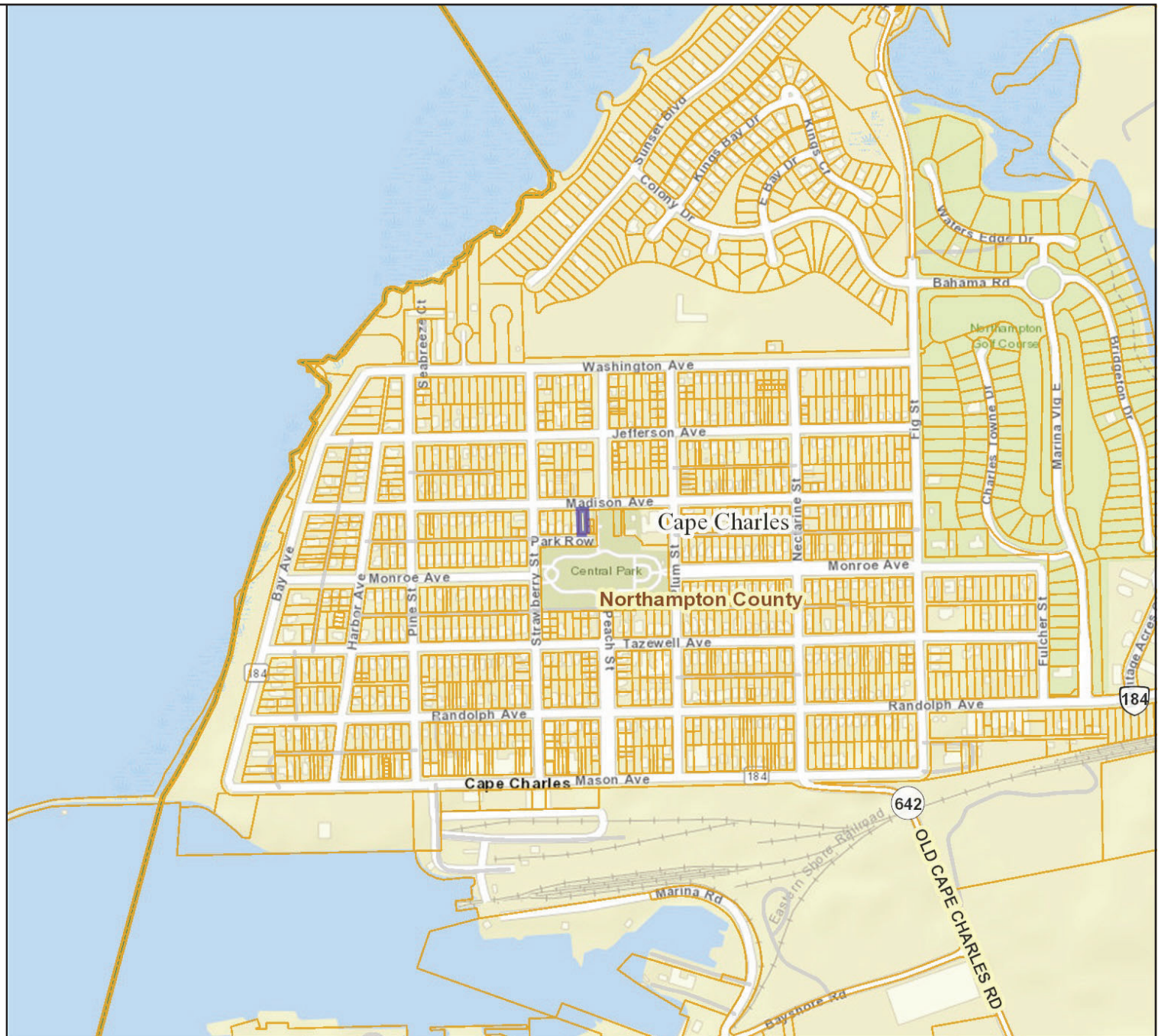




Northampton County, Virginia

Legend

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



Title: 9 Park Row

Date: 4/23/2021

Feet
0 200 400 600 800
1:9,028 / 1"=752 Feet

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 is not responsible for its accuracy or how current it may be.



HISTORIC DISTRICT REVIEW BOARD STAFF REPORT

Meeting Date: May 18, 2021

Item #: 6D – 546 Randolph Avenue

Prepared by: Katie H. Nunez, Interim Zoning Administrator

Date: May 11, 2021

APPLICANT: Wanda and Jerry Harris

SITE ADDRESS: 546 Randolph Avenue

TAX MAP: 83A3-1-565

LOT SIZE: 5,600 sq. ft.

TYPE OF APPLICATION: Certificate of Appropriateness

WORK TO BE PERFORMED: Restore front porch railing

CURRENT ZONING: Residential (R-1)

HISTORIC REGISTER: CONTRIBUTING STRUCTURE

Description: 1895, Folk Victorian

DATE APPLICATION RECEIVED: April 19, 2021

PRE-APPLICATION MTG: May 18, 2020

DATE APPLICATION DEEMED COMPLETE: April 19, 2021

LEGAL DEADLINE: HDRB Decision (60 Days from Complete Application): June 18, 2021

The applicant is seeking to restore the front porch railings that had been removed by the prior owner.

MATERIALS:

The applicant is proposing a white poly-composite rail kit without brackets.

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.

PORCHES: Page 44 – 45, Items 2 & 3: Do not strip entrances and porches of historic materials and details, such as columns, balusters, or trim. Repair damaged elements of porches by matching the materials, methods of construction, and details of the existing original fabric.

STAFF RECOMMENDATION:

The applicant has requested to restore the front porch railing which had been removed by the previous property owner. The applicant has provided a picture of the house in 2017 with the porch railings intact, a current photo of the house where there are no porch railings and has provided a sample of the proposed vinyl composite white porch railings which is very similar in look to what had been on the porch in 2017.

Staff recommends approval of this application for a Certificate of Appropriateness in conformance with the application dated April 19, 2021.

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



Cape Charles, VA 23310
757-331-2036 Fax: 757-331-4820
planner@capecharles.org

APPLICANT INFORMATION

Name: WANDA AND JERRY HARRIS
Mailing Address: 546 RANDOLPH AVE, CAPE CHARLES VA 23310
Phone Number: 434.981.2430 Email: WLANA2@COMCAST.NET

PROJECT SUMMARY

Address of Project: 546 RANDOLPH AVE
Application Type (rezoning, variance, etc.): REINSTALL FRONT PORCH RAILING
Total Acreage of Project: _____

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

REINSTALL FRONT PORCH RAILING that PREVIOUS
OWNER REMOVED.

Signature of Applicant: Wanda Harris Date: 4-18-2021

For Internal Use Only:	
Pre-Application Meeting Date: <u>5/18/2021</u>	<u>- recommend advance to C&A.</u>
Staff Printed Name: <u>Kate Nunn</u>	Signed: <u>Kate Nunn</u>
HDRB Rep Printed Name: _____	Signed: _____



CERTIFICATE OF APPROPRIATENESS APPLICATION

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

tracy.outten@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: 546 RANDOLPH AVE
Property Address: 546 RANDOLPH AVE
Brief Description of Project: Reinstall Railings on Front Porch
Zoning District: _____ Current Use: _____ Proposed Use: _____

OWNER INFORMATION

Name and Company: WANDA AND JERRY HARRIS
Mailing Address: 546 RANDOLPH AVE, CAPE CHARLES, VA 23310
Phone Number: 434 981 2430 Email: WLAN2@COMCAST.NET

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: Wanda Harris Date: 4-19-2021

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

April 18, 2021

We wanted to preface this application with a few comments on the request.

We purchased this home in October 2020. We would very much like to put the rails back on the porch that were removed from the previous owner.

We have found a composite material that is not vinyl that matches the style that was previously on our porch. For safety as the drop can be dangerous for our smaller grandchildren, and for the aesthetics of the porch.

Enclosed please find photo of this home in 2017 before the porch rails were removed and photos of the replacement material.

Please let us know how to proceed and thanking you in advance,

Wanda Harris

Wanda and Jerry Harris

546 Randolph Ave.

Cape Charles, VA 23310

Wlam2@comcast.net

434.981.2430



546

OUR HOME NOW
4-19-2021



Our home in 2017 before previous owners removed the railings.



You're shopping
Salisbury ✓
OPEN until 8 pm

Delivering to
21804 ✓

Search



Cart | 0 items

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Internet #304339950 Model #73040745



Hover Image to Zoom



Live Chat
Feedback

Williamsburg 6 ft. x 36 in. White PolyComposite Rail Kit without Brackets
by Veranda >

★★★★★ (54) ✓ [Write a Review](#) [Questions & Answers \(25\)](#)

192

\$90¹⁴

Save up to \$100¹ on your qualifying purchase.
[Apply for a Home Depot Consumer Card](#)

How to Get It

Delivering to: 21804 | [Change](#)

 Ship to Store Pickup Apr 27 - Apr 28 FREE	 Ship to Home Get it by Mon, Apr 26 Standard Delivery	 Scheduled Delivery Not available for this item
--	--	--

We'll send up to 1,200 to Salisbury for free pickup
Curbside pickup available.
[Change Store](#)



You're shopping
Salisbury ✓
● **OPEN** until 8 pm

Delivering to
21804 ✓

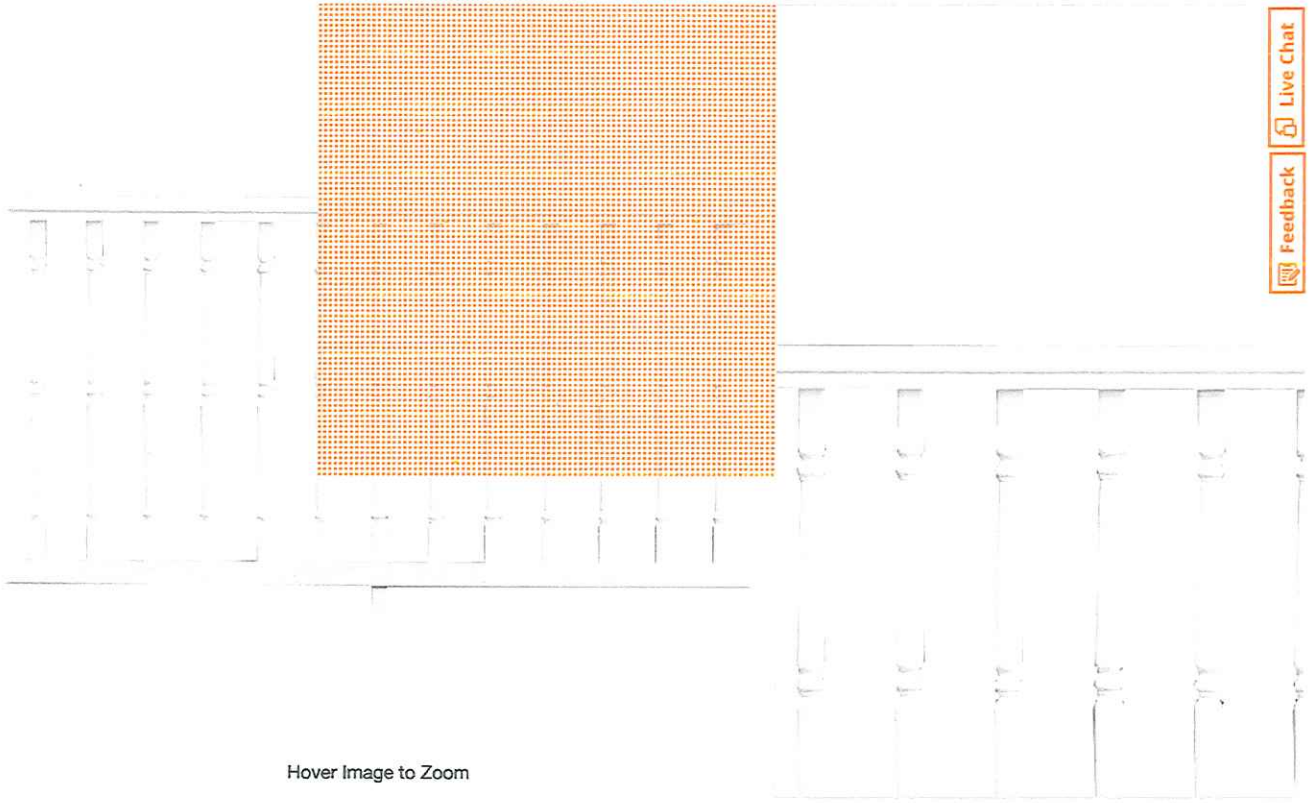
Search



Cart | 0 items

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Internet #304339950 Model #73040745



Live Chat
Feedback

Hover Image to Zoom

Williamsburg 6 ft. x 36 in. White PolyComposite Rail Kit without Brackets
by Veranda >

192

★★★★★ (54) Write a Review Questions & Answers (25)

\$90¹⁴

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How to Get It

Delivering to: 21804 | [Change](#)

 Ship to Store Pickup Apr 27 - Apr 28 FREE	 Ship to Home Get it by Mon, Apr 26 Standard Delivery	 Scheduled Delivery Not available for this item
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We'll send up to 1,200 to Salisbury for free pickup
Curbside pickup available.
[Change Store](#)



HISTORIC DISTRICT REVIEW BOARD STAFF REPORT

Meeting Date: May 18, 2021

Item #: 6E – 509 Harbor Avenue

Prepared by: Katie H. Nunez, Interim Zoning Administrator

Date: May 11, 2021

APPLICANT: LouEllen Blackwelder
SITE ADDRESS: 509 Harbor Avenue

TAX MAP: 83A1-2-10-6
LOT SIZE: 4,317 sq. ft.

TYPE OF APPLICATION: Certificate of Appropriateness

WORK TO BE PERFORMED: Replace existing vinyl siding, remove and replace shutters, and replace trim around windows and gable vents

CURRENT ZONING: Residential-1 (R-1)

HISTORIC REGISTER: Non-contributing structure

DESCRIPTION: 1965, Minimal Traditional

DATE APPLICATION RECEIVED: March 31, 2021

PRE-APPLICATION MTG: May 18, 2021

DATE APPLICATION DEEMED COMPLETE: April 2, 2021

LEGAL DEADLINE: HDRB Decision (60 Days from Complete Application): June 1, 2021

The applicant is seeking to remove the existing 10” yellow siding and teal shutters and replace with a 10” wheat color vinyl siding and indigo blue shutters on the front of the house.

MATERIALS:

Siding: Double Dutch Siding 10”, wheat color

Shutters

Trim: PVC Coated Aluminum trim around dormers and gable vents

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.

The material being proposed for replacement is vinyl and the applicant is seeking to use vinyl again. The property is a non-contributing structure within the Historic District.

STAFF RECOMMENDATION:

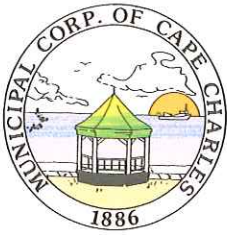
Staff is requesting the HDRB to review the application material submitted by the applicant and determine if the materials and scope of work proposed to replace the siding on the structure is within the Historic District guidelines.

Staff recommends approval of this Certificate of Appropriateness application dated March 31, 2021 and 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
tracy.outten@capecharles.org

APPLICANT INFORMATION

Name: LouEllen Blackwelder

Mailing Address: 1937 Channing Lane, VA Beach, VA 23456

Phone Number: 804-301-1965

Email: LPB12404@gmail.com

PROJECT SUMMARY

Address of Project: 509 Harbor Ave, Cape Charles, VA

Application Type (rezoning, variance, etc.): Cert. of Appropriateness HDRB

Total Acreage of Project: Lot 4,800 sqft. House 1,313 sqft

Detailed Description (Include proposed use(s) and square footage of floor area for each use):
Remove existing 10" yellow siding and teal shutters. 1,313 sqft.

Install new 10" Double Dutch siding (color: Wheat -- looks like pale yellow)

Install new shutters on front windows (color: Indigo Blue -- looks like navy)

Install PVC Coated trim Aluminum around dormers and gable vents

Signature of Applicant: LouEllen Blackwelder Date: 3/31/2021

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

tracy.outten@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: L. Blackwelder
Property Address: 509 Harbor Ave. Cape Charles, VA 23310
Brief Description of Project: Replace existing siding and shutters
Zoning District: _____ Current Use: 2nd home Proposed Use: No Change

OWNER INFORMATION

Name and Company: Jalana McCasland & LouEllen Blackwelder
Mailing Address: 1937 Channing Lane, VA Beach, VA 23456
Phone Number: 804-301-1965 Email: LPB12404@gmail.com

APPLICANT INFORMATION

☒ check here if applicant is owner

Name: LouEllen Blackwelder
Mailing Address: 1937 Channing Lane, VA Beach VA 23456
Phone Number: 804-301-1965 Email: LPB12404@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: LouEllen Blackwelder Date: 3/31/2021

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

PROJECT: 509 Harbor Ave.

Replace existing vinyl siding and shutters

Colors: Siding = Wheat Shutters = Indigo Blue

Contractor: Premier Roofing & Siding Contractors, Inc.

1215 Bainbridge Blvd.

Chesapeake, VA

757-543-8958

PROJECT: 509 Harbor Ave.

Existing Siding



PROJECT: 509 Harbor Ave.

Neighbor – 511 Harbor Ave.

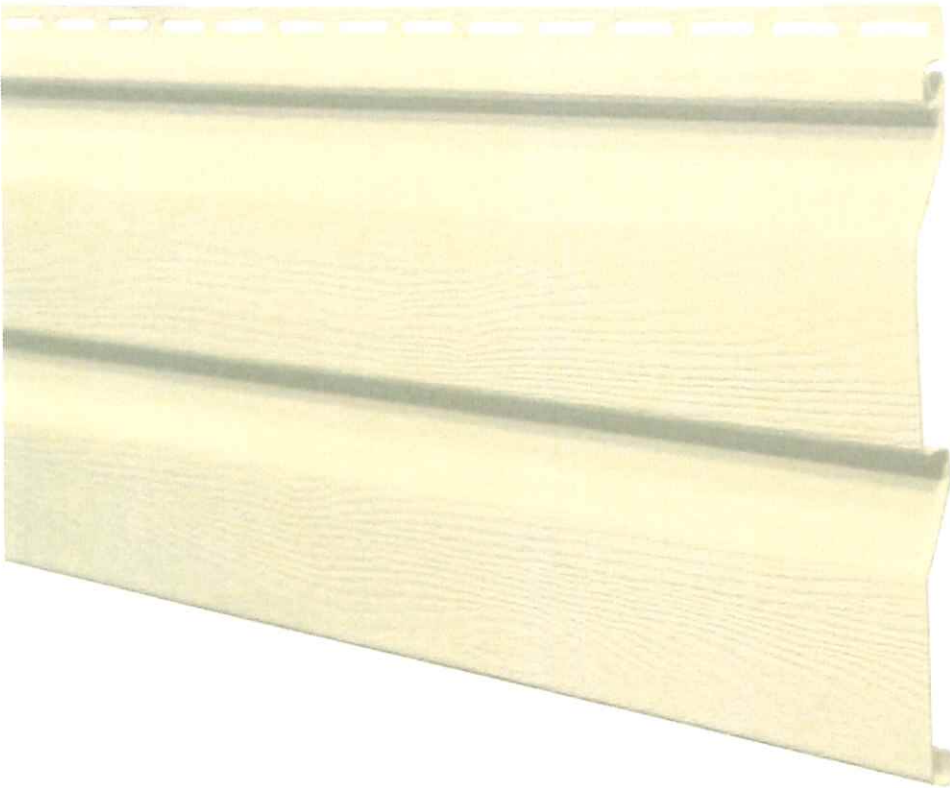


Neighbor – 507 Harbor Ave.

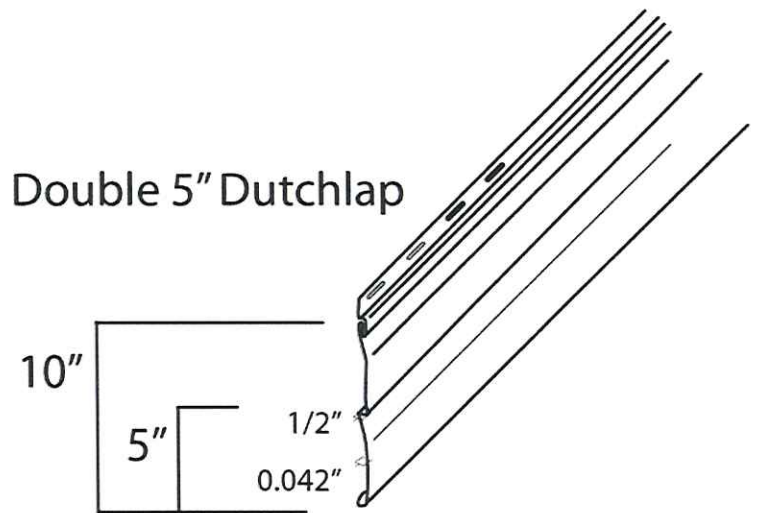


PROJECT: 509 Harbor Ave.

Vinyl Siding

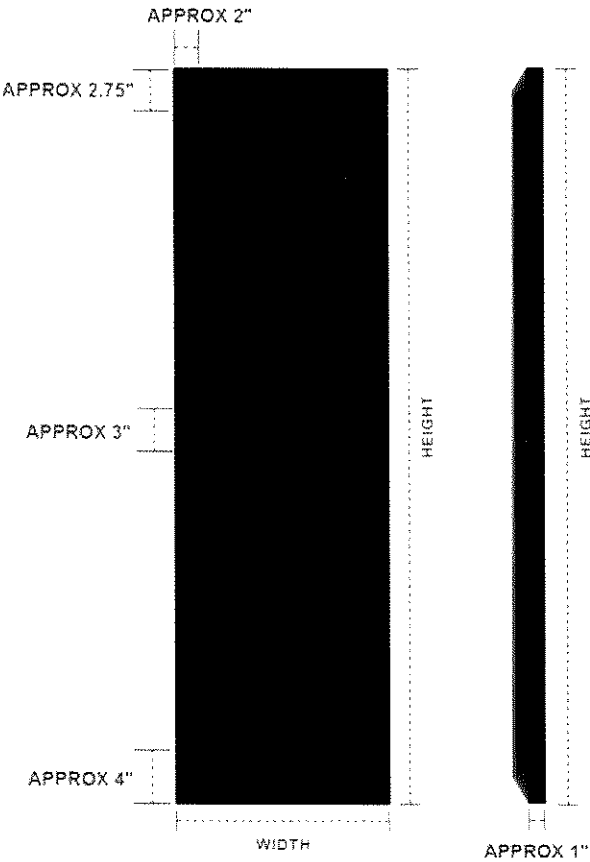


Double 5" Dutchlap



PROJECT: 509 Harbor Ave.

Shutters

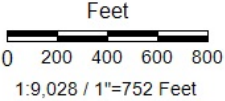
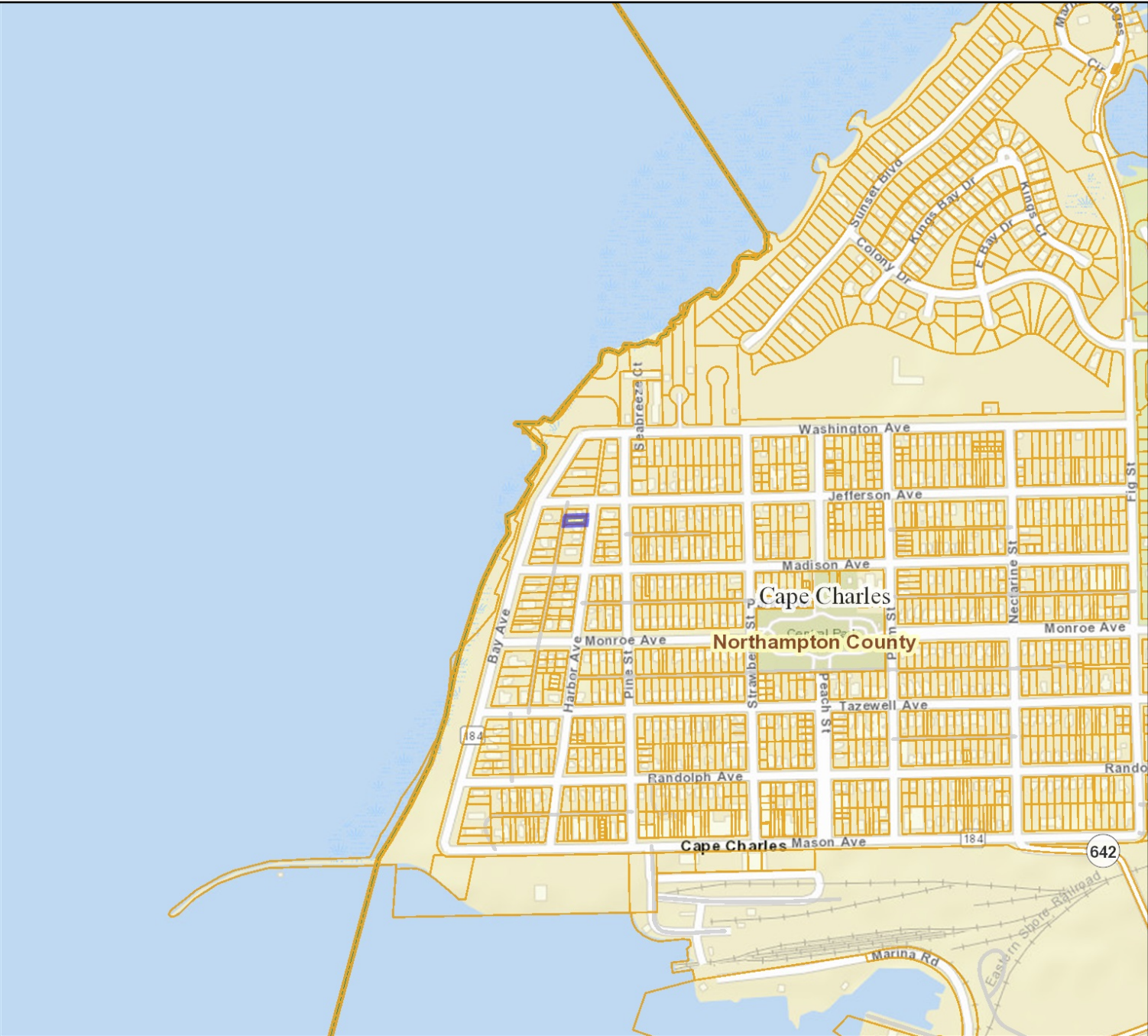


Shutter Assembly Detail

Northampton County, Virginia

Legend

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



Title: 509 Harbor Avenue

Date: 4/23/2021

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 is not responsible for its accuracy or how current it may be.



HISTORIC DISTRICT REVIEW BOARD STAFF REPORT

Meeting Date: May 18, 2021

Item #: 6F – 214 Jefferson Avenue

Prepared by: Katie H. Nunez, Interim Zoning Administrator

Date: May 11, 2021

APPLICANT: Doug & Ann Easton

SITE ADDRESS: 214 Jefferson Avenue

TAX MAP: 83A1-1-216

LOT SIZE: 5,200 sq. ft.

TYPE OF APPLICATION: Certificate of Appropriateness

WORK TO BE PERFORMED: Replace front porch and steps; replace siding; replace windows, remove existing back deck and replace with larger sunroom

CURRENT ZONING: Residential-1 (R-1)

HISTORIC REGISTER: Not Listed

DATE APPLICATION RECEIVED: April 11, 2021

PRE-APPLICATION MTG: May 18, 2021

DATE APPLICATION DEEMED COMPLETE: April 11, 2021

LEGAL DEADLINE: HDRB Decision (60 Days from Complete Application): June 10, 2021

The applicant is seeking to replace the existing concrete porch and concrete porch steps with Trex decking and steps. They are seeking to cover the existing posts on the porch with white Azek. They would like to install a wider sidewalk with gray pavers. They want to replace the old, damaged aluminum siding with 5" vinyl insulated siding and replace all of the existing Anderson windows with new ones in the 3 over one style by Anderson and the windows will be trimmed with white Azek.

At the rear of the house, they want to remove the existing 10' x 16' (160 square ft) deck and replace it with a 12' x 24' (288 square ft) sunroom, using some cinderblock foundation as the rest of the house.

MATERIALS:

Siding: 5" Vinyl Insulated siding, color of dark blue Regatta

Windows: Anderson windows, 3 over 1 style

Window Trim: White Azek

Front Porch: Trex decking

Front Steps: Trex steps

Sunroom: cinderblock foundation

STAFF ANALYSIS

ZONING COMPLIANCE:

The only portion of the proposed scope of work that is seeking to enlarge the house is the removal of the rear porch (160 sq. ft) and the addition of a larger sunroom (288 sq. feet) which is an increase of 128 square feet. This addition complies with the zoning ordinance requirements.

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.

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.

This house is not included in the listing of properties for the Historic District documentation.

STAFF RECOMMENDATION:

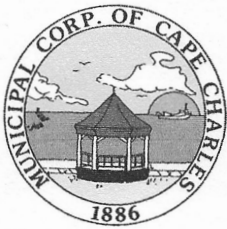
Staff is requesting the HDRB to review the application material submitted by the applicant and determine if the materials and scope of work proposed is within the Historic District guidelines.

Staff is recommending approval of a Certification of Appropriateness in conformance with the application dated April 11, 2021 and 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

APPLICANT INFORMATION

Name: Doug and Ann Easton

Mailing Address: 4012 Saddlewood Drive, Charlottesville, VA 22902

Phone Number: 434-981-1002 Email: 1dougaston@gmail.com

PROJECT SUMMARY

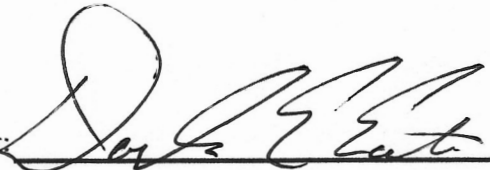
Address of Project: 214 Jefferson Ave.

Application Type (rezoning, variance, etc.): sunroom addition, siding and windows

Total Acreage of Project: 288 sq. ft.

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

Widen the front sidewalk using gray pavers. Cover front porch with Trex and replace
concrete steps with Trex ones. Replace aluminum siding with 5" insulated vinyl siding.
Replace windows with new Anderson windows in 3 over 1 style, Replace existing deck
with a 12 x 24 foot sunroom.

Signature of Applicant: 

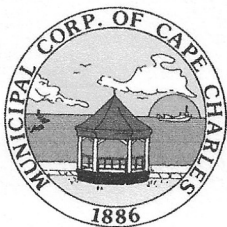
Date: 4-11-21

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: Siding and window replacement, sunroom addition
Property Address: 214 Jefferson Ave.
Brief Description of Project: new siding and windows, replace existing deck with sunroom
Zoning District: R-1 Current Use: second home Proposed Use: second home

OWNER INFORMATION

Name and Company: Doug and Ann Easton
Mailing Address: 4012 Saddlewood Drive, Charlottesville, VA 22902
Phone Number: 434-981-1002 Email: 1doug easton@gmail.com

APPLICANT INFORMATION

☒ check here if applicant is owner

Name: Doug and Ann Easton
Mailing Address: 4012 Saddlewood Drive, Charlottesville, VA 22902
Phone Number: 434-981-1002 Email: 1doug easton@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: 4-11-21

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

Historic District Review Board,

We are requesting to do updates on our house at 214 Jefferson Avenue. We would like to start by putting in a new wider sidewalk with gray pavers. We will cover our existing concrete porch using Trex decking and replace the old concrete steps with new Trex steps. We will also cover the existing posts on the porch with white Azek.

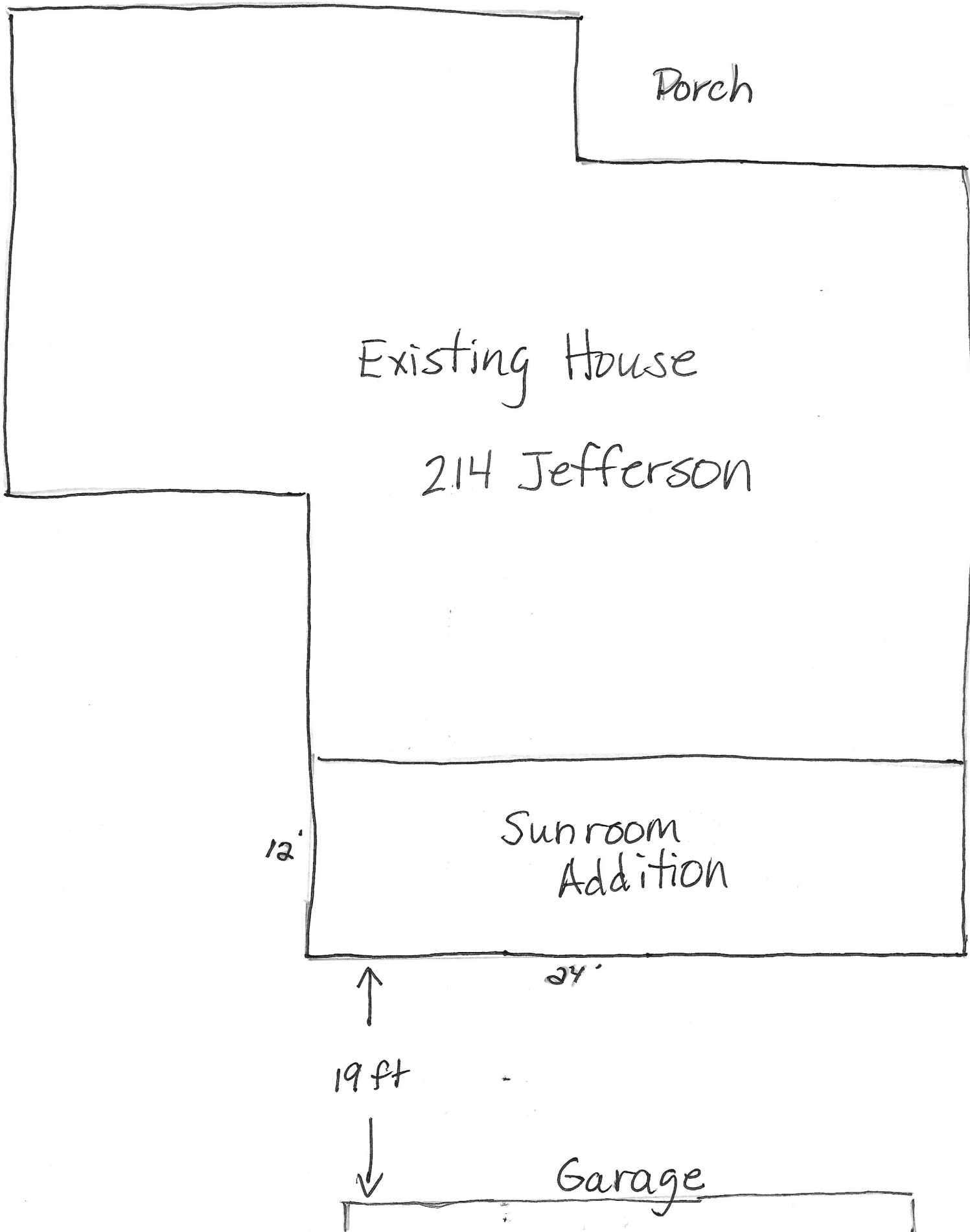
<https://www.lowes.com/search?searchTerm=foggy+wharf+enhance+trex+decking>

<https://www.lowes.com/pd/Pavestone-3-5-x-7-Rumblestone-Mini-Granite/1003285414>

We would like to replace the old damaged aluminum siding with 5" vinyl insulated siding in a dark blue called Regatta. We will replace all of the existing Andersen windows with new ones in the three over one style made by Andersen. The windows will be trimmed out with white Azek.

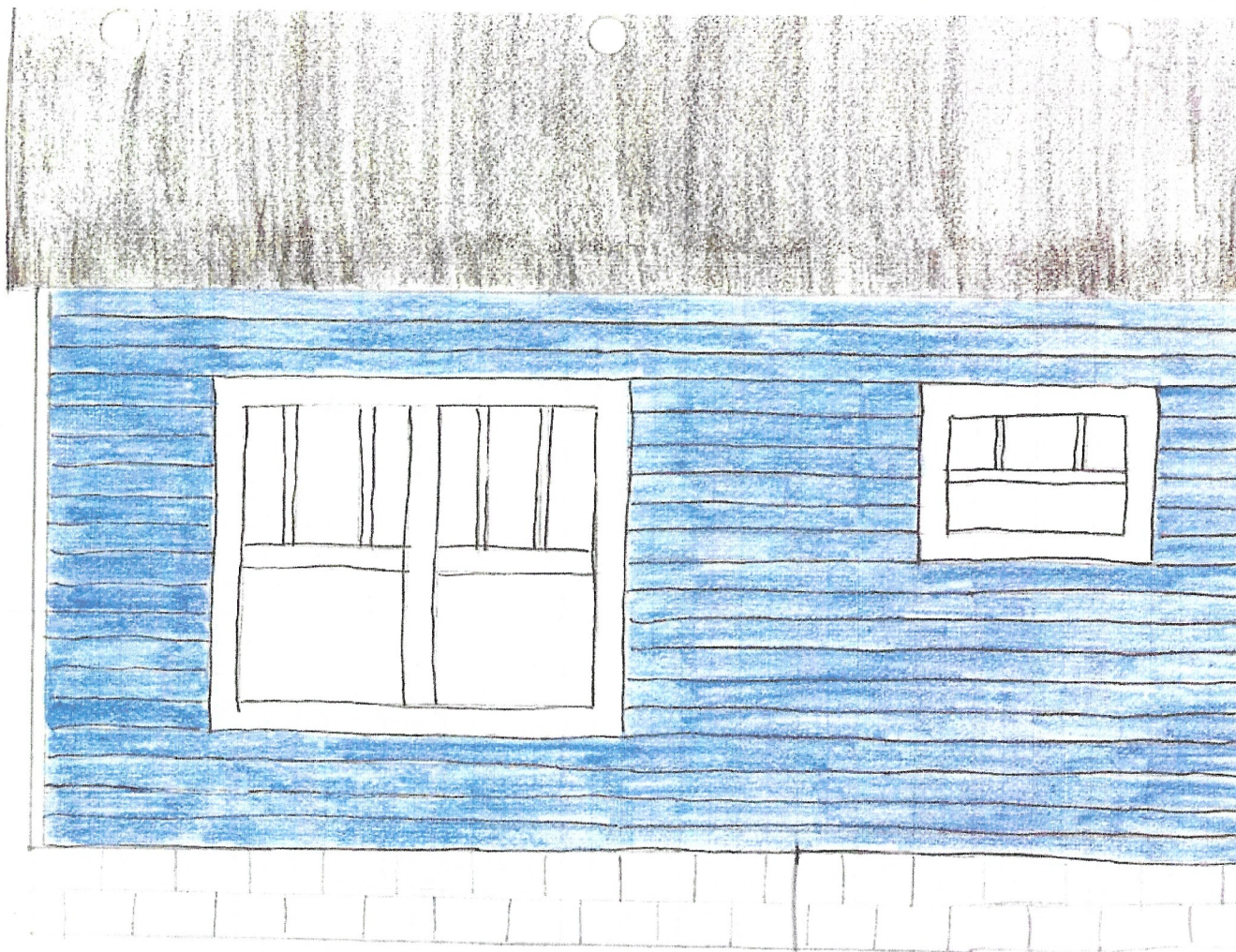
<https://www.royalbuildingproducts.com/color-style/exterior-portfolio-color-combinations>

At the back of the house we will take down the existing 10 x 16 deck and replace it with a 12 x 24 foot sunroom that will expand across the entire back of the house. This addition will have the same cinderblock foundation as the rest of the house. The end of the house will be 19 feet from the garage.





Rear



Sunroom
(East side)

Existing



Existing

Sunroom
(West Side)



Front













400 SERIES WINDOWS & DOORS

Time Tested, Classic Wood Craftsmanship

As our most popular series with our longest-standing products, the 400 Series brings you the best overall blend of performance and style to satisfy just about any window or door need. With years of engineering and craftsmanship to build on, these windows are designed to live up to your high standards.

- Low-maintenance vinyl exterior helps protect against water damage
- Rich unfinished natural pine or prefinished white, dark bronze or black interiors

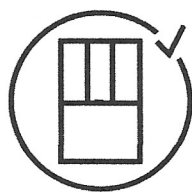
Feedback



Andersen® 400 Series are the Windows Contractors Trust the Most*

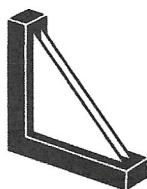
*2020 Andersen brand survey of U.S. contractors

LEARN WHY



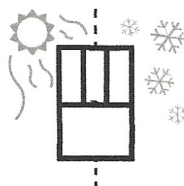
Time-Tested

Our best-selling product line, 400 Series windows and patio doors are durable and **stand the test of time.**



What's It Made Of?

Wood with a vinyl exterior to resist water and seal out the elements.

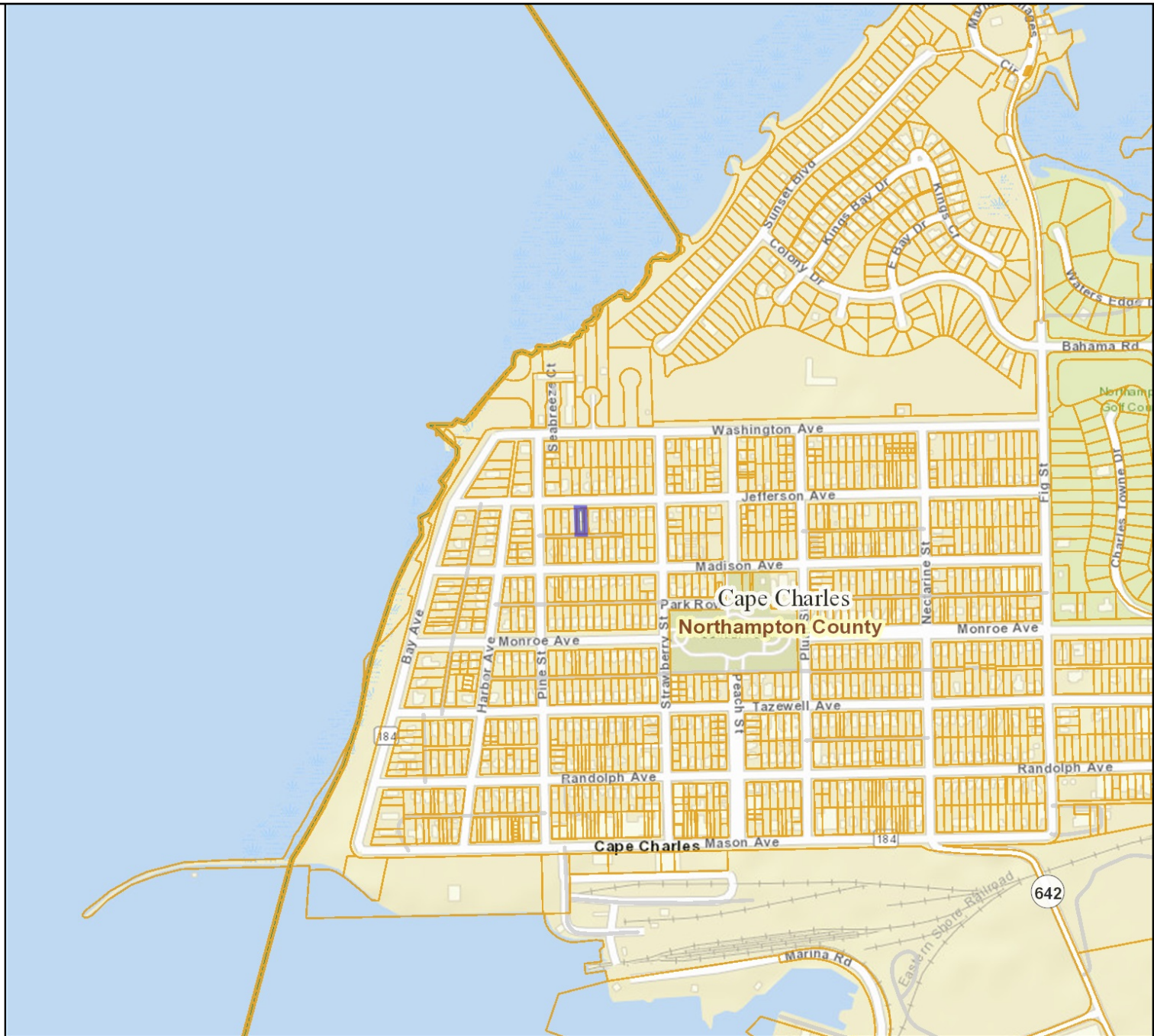


Feedback

Northampton County, Virginia

Legend

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



Feet
0 200 400 600 800
1:9,028 / 1"=752 Feet

Title: 214 Jefferson Avenue

Date: 4/23/2021

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 is not responsible for its accuracy or how current it may be.



HISTORIC DISTRICT REVIEW BOARD STAFF REPORT

Meeting Date: May 18, 2021

Item #: 6G – 635 Monroe Avenue

Prepared by: Katie H. Nunez, Interim Zoning Administrator

Date: May 11, 2021

APPLICANT: Margaret & Fred Ostlund

SITE ADDRESS: 635 Monroe Avenue

TAX MAP: 83A3-1-231A & 234

LOT SIZE: 5,200 sq. ft.

TYPE OF APPLICATION: Certificate of Appropriateness

WORK TO BE PERFORMED: Add screened back deck with metal roof

CURRENT ZONING: Residential-1 (R-1)

HISTORIC REGISTER: CONTRIBUTING STRUCTURE

Description: 1884, Folk Victorian

DATE APPLICATION RECEIVED: March 30, 2021

PRE-APPLICATION MTG: May 18, 2021

DATE APPLICATION DEEMED COMPLETE: April 2, 2021

LEGAL DEADLINE: HDRB Decision (60 Days from Complete Application): June 1, 2021

The applicant is seeking to construct a screened back deck with metal roof (27' x 12' x 10') in the same footprint of the previous deck which was removed in the winter 2020 to allow for the restoration and repointing of the brick house.

MATERIALS:

Deck Boards: TimberTech composite deck boards, Terrain Collection Slate Grey

Railing: Fairway PVC white railing with square pickets and Fairway PVC white stair railing at the steps

Screen Doors: Sampson white vinyl

Covering below deck to the ground: Dinesol white vinyl lattice

Deck Roof: standing seam black metal roof

STAFF ANALYSIS

ZONING COMPLIANCE:

This addition is replacing a deck that was removed within the last 6 months and are utilizing the same footprint and foundation of the old deck; there is no increase in square footage to the structure. This 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:

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.

The deck is replacing a deck that was removed in the winter 2020 and is proposing to utilize the same footprint and foundation of the former deck. The new element to this item is to screen in the deck and there will be a roof to the screened in deck.

STAFF RECOMMENDATION:

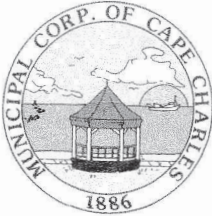
Staff is requesting the HDRB to review the application material submitted by the applicant and determine if the materials and scope of work proposed is within the Historic District guidelines.

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
tracy.outten@capecharles.org

APPLICANT INFORMATION

Name: Margaret (Buffy) Ostlund
Mailing Address: PO Box 324, Singers Glen VA 22850
Phone Number: (540) 946-0302 Email: br ostlund@gmail.com

PROJECT SUMMARY

Address of Project: 635 Monroe Ave, CC
Application Type (rezoning, variance, etc.): replacing a deck
Total Acreage of Project: 27' X 12' X 10'

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

previously submitted drawing

Signature of Applicant:

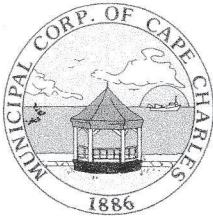
Date: 3/30/21

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
tracy.outten@capecharles.org

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

- ☐ Completed application
- ☐ Letter of intent clearly explaining project
- ☐ Existing site plan or survey
- ☐ Proposed site plan or survey (if applicable)

- ☐ Photos/elevations of existing structure
- ☐ Photos/elevations of proposed project
- ☐ Proposed materials/spec sheets, samples
- ☐ 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: Ostlund deck

Property Address: 635 Monroe Ave, CC

Brief Description of Project: Replacing back deck on same footprint; adding screening & roof

Zoning District: _____ Current Use: _____ Proposed Use: _____

OWNER INFORMATION

Name and Company: Margaret (Buffy) Ostlund

Mailing Address: PO Box 324, Singers Glade VA 22850

Phone Number: (540) 746-0302 Email: bvostlund@gmail.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: [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

Date: April 1, 2021

Subject: Letter of Intent for Ostlund Deck Project

We, Margaret (Buffy) and Fred Ostlund, of 635 Monroe Ave, Cape Charles, seek approval for a deck to be constructed in our backyard, attached to the back of the house. This house was originally a school; therefore, this brick structure is very tall, flat, and wide. This new deck is to replace a previous deck that was demolished this winter to enable us to re-point all the bricks of the house (several courses of brick were hidden by the previous deck). The previous deck was constructed using wood deck boards, several of which were starting to rot/splinter. And, because of how the back of the house faces, we were limited on how often we could use the previous unscreened, uncovered deck due to mosquitos, intense afternoon direct sun, and intermittent rain. The back of our property has an existing privacy fence which defines the side property lines and back yard; there is also an existing large parking area outside the back fence, which backs up to the alley behind the house. I have included pictures to show the back of the house in relation to the existing fence lines.

Note: I have included a hand drawing of the back of the house, to show the existing side and back privacy fence, and the setbacks from our property lines. Also included are 2 photos of the back of the house to show exact location of new deck off the back of the house, and the distance of the new deck from the property line at the back alley.

The replacement deck will be constructed on the same footprint of the previous deck (27' across the rear of the house, 12' deep, approximately 2' above ground to meet the existing back door thresholds). There were 2 sets of steps leading up the previous deck. The size of this deck is within the scale of this large structure and will provide utility and architectural interest.

The replacement deck will be screened in and will have 2 access doors with steps leading up to them. We will include a metal roof over the deck to provide shade during the heat of the summer, and a dry space during inclement weather. We have a large family (4 adult children with families; 12 total grandkids) and hope to enjoy the additional outside space that this screened/roofed deck will provide.

Note: Please refer to a hand-drawing that I dropped previously, showing this deck plan.

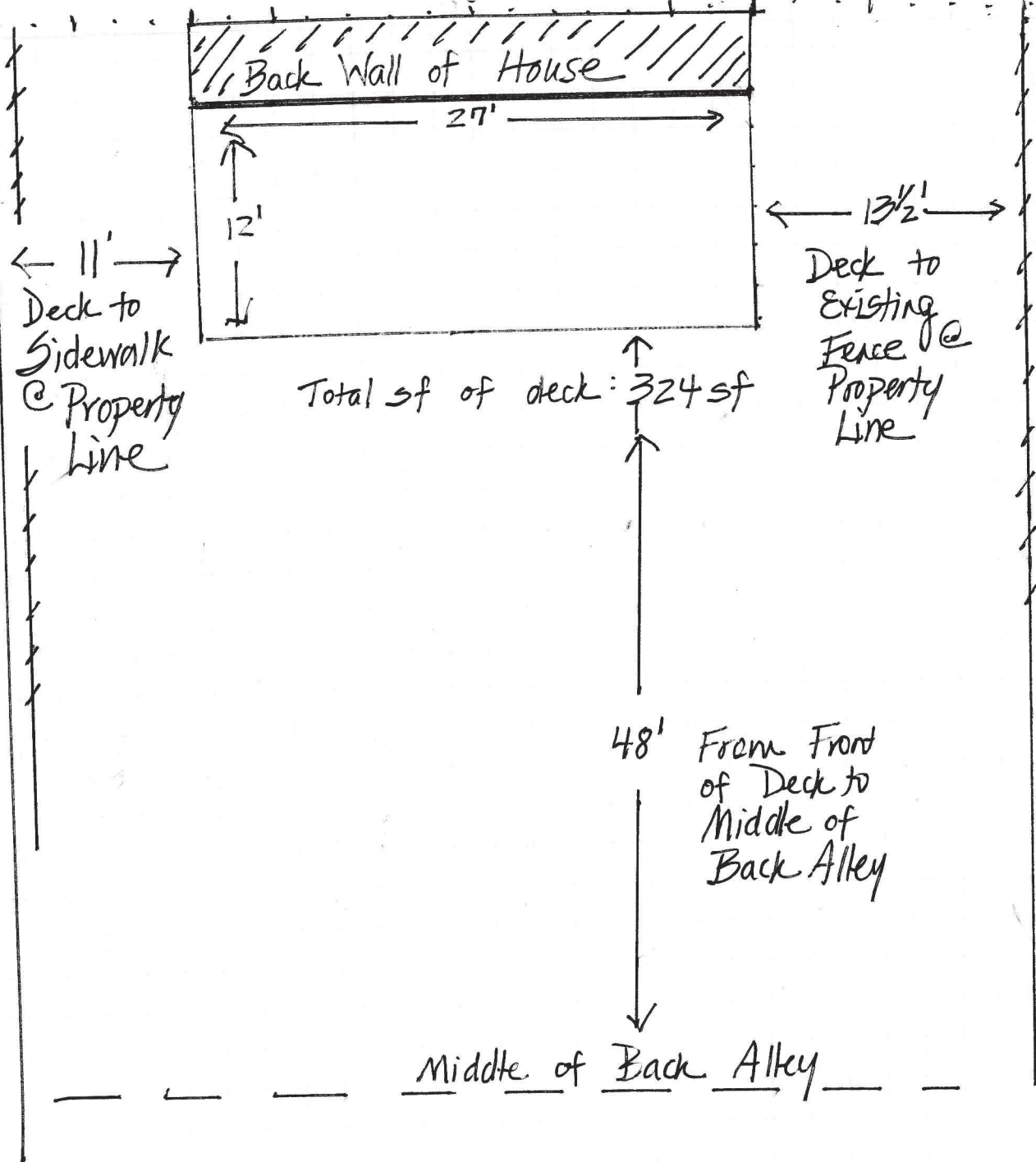
We will use only high-quality materials throughout the project. Also included are Rocco Building Supplies, LLC price guide pages showing the benefits and features of the materials to be used.

1. TimberTech composite deck boards, Terrain Collection Slate Gray
2. Fairway PVC white railing with square pickets, along the entire outside perimeter, and Fairway PVC white stair railing at the steps
3. Sampson white vinyl screen doors (2)
4. Dinesol white vinyl lattice below the deck to the ground, along the entire perimeter
5. Standing seam black metal roof over the entire deck

Thank you in advance for your consideration and approval of this deck project.

Respectfully submitted,

Margaret (Buffy) Ostlund









timbertech.com

4-Sided Capped Deck: Tropical Collection

FEATURES OF THE TIMBERTECH CAPPED DECK PLANK:

- * Fully protective polymer cap engineered to resist insects, scratches and stains
- * Mildew and moisture resistant
- * Compatible with traditional and hidden fasteners
- * Spans a maximum 16" on-center
- * 30-year limited warranty for residential application
- * 30-year residential Fade & Stain Warranty & 30-year Limited Lifetime Warranty

Tropical Collection® Colors/Size	Vendor Part #	Quantity/Unit	List Price/Piece	List Price/Linear Foot
12' Antique Palm™ Grooved Plank *VDS	TRGV5412AP	64	\$ 87.21	\$7.27
12' Antique Palm™ Fascia Board, 12" Wide *VDS	FBVG12AP	30	\$170.28	\$14.19
12' Caribbean Redwood® Grooved Plank *VDS	TRGV5412CR	64	\$ 87.21	\$7.27
16' Caribbean Redwood® Grooved Plank *VDS	TRGV5416CR		\$116.28	
20' Caribbean Redwood® Grooved Plank *VDS	TRGV5420CR		\$145.35	
12' Caribbean Redwood® Fascia Board, 12" Wide *VDS	FBVG12CR	30	\$170.28	\$14.19
12' Caribbean Redwood® Riser Board, 7-1/4" Wide *VDS	FBRISERCR	42	\$98.45	\$8.21
12' Antigua Gold™ Grooved Plank *VDS	TRGV5412AG	64	\$ 87.21	\$7.27
12' Antigua Gold™ Riser Board, 7-1/4" Wide *VDS	FBRISERAG	42	\$98.45	\$8.21
16' Amazon Mist™ Grooved Plank *VDS	TRGV5416AM	64	\$116.28	\$7.27

4-Sided Capped Deck: Terrain Collection ✓

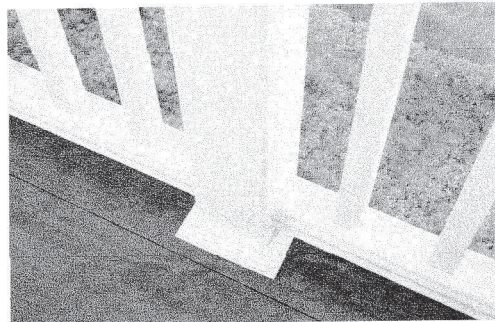
FEATURES OF THE TIMBERTECH CAPPED DECK PLANK:

- Fully protective polymer cap engineered to resist insects, scratches and stains
- * Mildew and moisture resistant
- * Compatible with traditional and hidden fasteners
- * Spans a maximum 16" on-center
- * 30-year limited warranty for residential application
- * 30-year residential Fade & Stain Warranty & 30-year Limited Lifetime Warranty

Terrain Collection Colors/Sizes	Vendor Part #	Quantity/Unit	List Price/Piece	List Price/Linear Foot
12' Brown Oak Terrain Grooved Plank	TCGV5412BO	64	\$68.70	\$5.73
16' Brown Oak Terrain Grooved Plank	TCGV5416BO		\$91.60	
20' Brown Oak Terrain Grooved Plank	TCGV5420BO		\$114.50	
NEW! 16' Brown Oak Terrain Sq. Shouldered Plank	TC5416BO		\$91.60	
20' Brown Oak Terrain Sq. Shouldered Plank	TC5420BO		\$114.50	
12' Brown Oak Fascia Board, 12" Wide	FBTC12BO	30	\$134.91	\$11.24
12' Brown Oak Riser Board, 7 1/4" Wide	TCRISERBO	42	\$78.39	\$6.53
12' Silver Maple Terrain Grooved Plank	TCGV5412SM	64	\$68.70	\$5.73
16' Silver Maple Terrain Grooved Plank	TCGV5416SM		\$91.60	
20' Silver Maple Terrain Grooved Plank	TCGV5420SM		\$114.50	
NEW! 16' Silver Maple Terrain Sq. Shouldered Plank	TC5416SM		\$91.60	
20' Silver Maple Terrain Sq. Shouldered Plank	TC5420SM		\$114.50	
12' Silver Maple Fascia Board, 12" Wide	FBTC12SM	30	\$134.91	\$11.24
12' Silver Maple Riser Board, 7 1/4" Wide	TCRISERSM	42	\$78.39	\$6.53

*VDS: Discontinued by Vendor. Call office for availability.

TERMS: 1/2% 10th of the month following purchase



Cellular PVC 36" Railing (P310) with Square Pickets ✓

FEATURES OF THE FAIRWAY CELLULAR PVC RAILING SYSTEM:

- * Pre-routed top and bottom rails for level square CPVC balusters means quicker installation
 - * Top & bottom rail reinforced with aluminum inserts
 - * Minimal expansion or shrinkage of product in extreme temperatures
 - * Meets IRC, IBC standards
 - * Limited Lifetime Warranty
 - * Railing Colors: White Only—product may be painted—see manufacturer's recommendations
- NOTE:** Section includes: 1—Top Rail and top sub-rail; 1—Bottom Rail; Square balusters; Rail Support; Mounting Brackets w/ screws; 2—Aluminum inserts

Description	Vendor Part #	List Price/Each
6' White Level CPVC Rail Section	500500	\$216.97
8' White Level CPVC Rail Section	500510	\$289.31
10' White Level CPVC Rail Section	500520	\$361.61
6' White Stair CPVC Rail Section (30°-37°)	500505	\$216.97
8' White Stair CPVC Rail Section (30°-37°)	500515	\$289.31

Cellular PVC (CPVC) Railing Accessories

Description	Vendor Part #	List Price/Each
4.25" x 4.25" x 39" CPVC Post Sleeve	500800	\$53.66
4.25" x 4.25" x 48" CPVC Post Sleeve	500805	\$66.03
4" x 4" x 42" Standard Structural Post	401021	\$73.00
4.25" x 4.25" CPVC Classic Post Cap	500070	\$11.49
4.25" x 4.25" CPVC Classic Post Trim Ring	500071	\$9.65
Level CPVC Bracket Kit (Includes: 4 brackets, 1 foot block, hardware)	500090	\$33.20
Stair CPVC Bracket Kit (Includes: 4 brackets, 1 foot block, hardware)	500091	\$33.20
Angle CPVC Bracket Kit (Includes: 4 brackets, hardware)	500092	\$33.20



www.SamsonPatio.com

Patio Screen Doors

Features & Benefits:



*Heavy Dual Wall Aluminum frame with powder-coated finish in white or bronze; optional finishes available are Ivory, Sandstone, Clay, & Black with longer leadtimes.

*Order to Size; maximum pre-assembled size is 40" x 97"

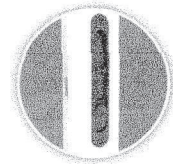


*Exclusive Self-Locking Screen System—screen absolutely will not blow out; kid and pet proof

*Standard unit comes with 18/14 Charcoal fiberglass screening. 20/20 Fine Mesh screening and Super Screen screening are available with an upcharge



*Strong Aluminum Corner Key that keeps frame square and eliminates drag.



*Premium Recessed Self-Latching Handle

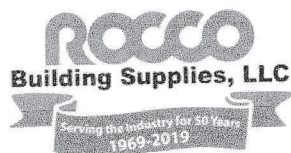


*Oversized 1-1/4" wheels with sealed wheel bearings and easy wheel adjustment—standard with steel rollers; stainless steel rollers and nylon rollers are also available with an upcharge

		WIDTH		
		Up to 30"	30"+ - 36"	36"+ - 40"
HEIGHT (Up to)	80"			
	96"			
	97"			

Call Office for Pricing

**Samson Patio Screen Doors leadtime
is approximately 3 weeks**



Exterior Trim/Mouldings/Decking/Railing Porch Screen System

www.roccobuilding.com
Effective 07.13.2020

SCREENEZE
The No-Spline Screen Porch System

www.SCREENEZE.com

SCREENEZE Fixed Screen System

FEATURES OF THE SCREENEZE SYSTEM:

- * Stronger & more durable than current screen systems * Easy to install & eliminates call backs * System uses no staples or splines; screws included * System automatically holds & uniformly stretches the screen material
- * Eliminates extra posts * 10-Year Limited Warranty

System Components:

Aluminum Base Channel: Solid aluminum alloy. Temper: T5. Finish: Baked on polyester paint.

PVC Vinyl Cap: Window grade virgin vinyl.

Screw: Steel with Stalgard® Corrosion Resistant Finish specifically designed for use with ACQ treated lumber.
#9 X 1-1/4" pan head T-25 star drive screw. Color coordinated.

Description	Item Code	List Price/Each
8' White Kit (Includes 5 pcs base channel, 5 pcs vinyl cap, 50 screws)	23-31-01	\$150.11
12' White Kit (Includes 5 pcs base channel, 5 pcs vinyl cap, 75 screws)	23-31-04	\$224.84
8' Bronze Kit (Includes 5 pcs base channel, 5 pcs vinyl cap, 50 screws)	23-31-02	\$150.11
12' Bronze Kit (Includes 5 pcs base channel, 5 pcs vinyl cap, 75 screws)	23-31-05	\$224.84
8' Sand Kit (Includes 5 pcs base channel, 5 pcs vinyl cap, 50 screws)	23-31-03	\$150.11
12' Sand Kit (Includes 5 pcs base channel, 5 pcs vinyl cap, 75 screws)	23-31-06	\$224.84
8' Clay Kit (Includes 5 pcs base channel, 5 pcs vinyl cap, 50 screws)	23-31-19	\$150.11
12' Clay Kit (Includes 5 pcs base channel, 5 pcs vinyl cap, 75 screws)	23-31-20	\$224.84

SCREENEZE Plinth Mounting System

FEATURES OF THE PLINTH MOUNTING SYSTEM:

- * Eliminates miters * Faster Installation * Clean look—covers corner defects and gaps * 1 Kit = 1 opening

White Corner Mount Plinth Kit (4 Corners & 4 Screws)	23-31-07	\$5.13
Black Corner Mount Plinth Kit (4 Corners & 4 Screws)—for Bronze Applications	23-31-08	
Sand Corner Mount Plinth Kit (4 Corners & 4 Screws)	23-31-09	
Clay Corner Mount Plinth Kit (4 Corners & 4 Screws)	23-31-21	
White Flush Mount Plinth Kit (4 Corners, 4 Base & 12 Screws)	23-31-10	\$9.41
Black Flush Mount Plinth Kit (4 Corners, 4 Base & 12 Screws) – for Bronze Applications	23-31-11	
Sand Flush Mount Plinth Kit (4 Corners, 4 Base & 12 Screws)	23-31-12	
Clay Flush Mount Plinth Kit (4 Corners, 4 Base & 12 Screws)	23-31-22	

SNAPTRACK Fixed Screen System

FEATURES OF SNAPTRACK FIXED SCREEN SYSTEM:

- * SCREENEZE® Snap Technology * Hidden Screws! * Pre-Drilled 3/4" Aluminum Base with PVC Cap * Install to Face of post or column * Span Opening Up to 150 Square Feet * Compatible with Corner Plinth Mount Kit
- * 10 Year Limited Warranty

System Components:

Pre-Drilled Aluminum Base Channel: 3/4" Solid aluminum alloy. Temper: T5. Finish: Baked on polyester paint.

PVC Vinyl Cap: 3/8" x 1/2" Window grade virgin vinyl.

Screw: #6 1-1/4" Phillips Stainless Steel Screws Included

Description	Item Code	List Price/Each
NEW! 8' White Kit (Includes 5 pcs base channel, 5 pcs vinyl cap, 75 screws)	23-31-23	\$175.12
NEW! 8' Bronze Kit (Includes 5 pcs base channel, 5 pcs vinyl cap, 75 screws)	23-31-24	
NEW! 8' Sand Kit (Includes 5 pcs base channel, 5 pcs vinyl cap, 75 screws)	23-31-25	
NEW! 8' Clay Kit (Includes 5 pcs base channel, 5 pcs vinyl cap, 75 screws)	23-31-26	

See Page 60 for SCREENEZE's The Wedge, Flat bar and Screen options.

TERMS: 1/2% 10th of the month following purchase



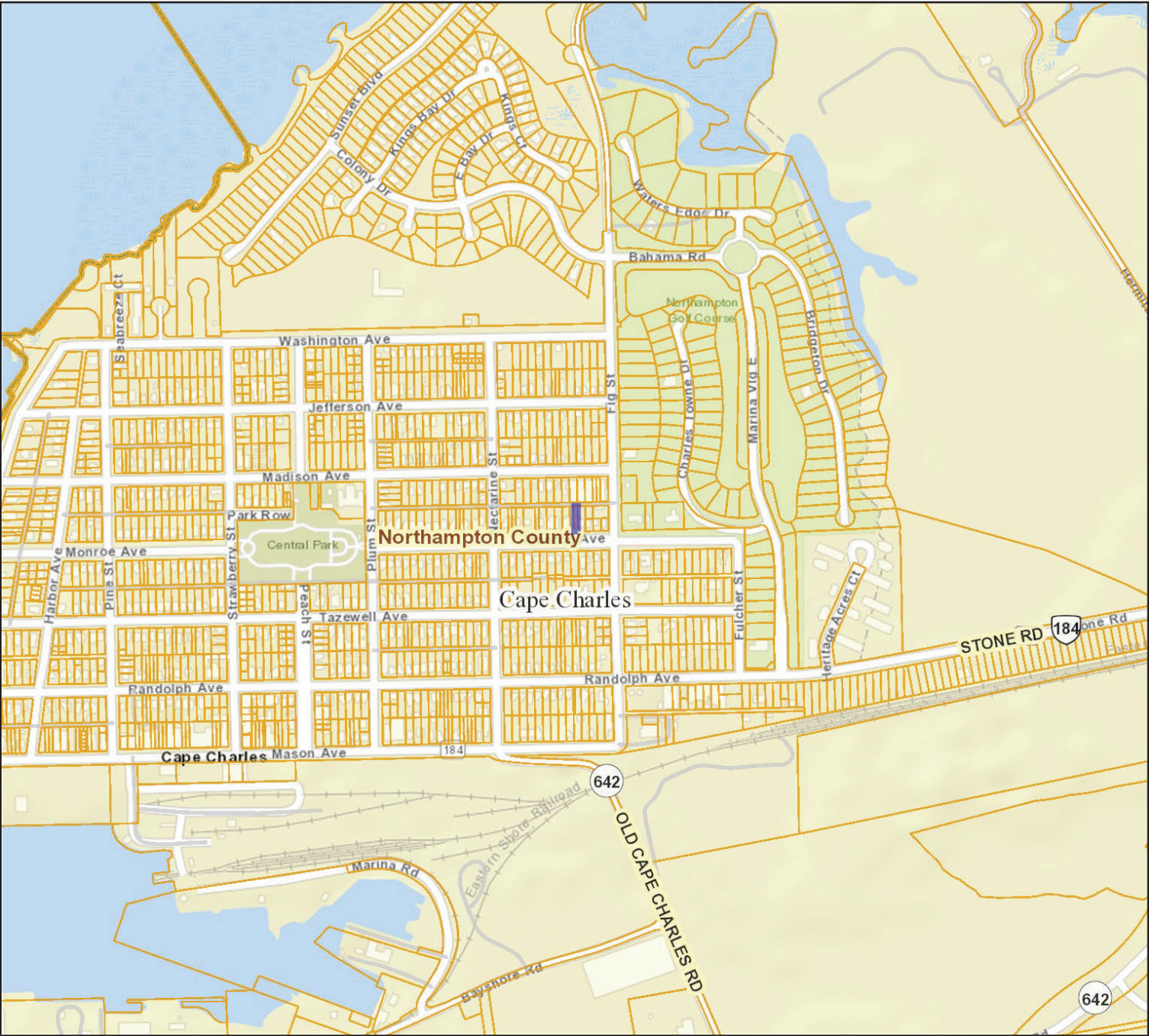
Vinyl Lattice			
FEATURES OF VINYL LATTICE: * Maintenance free * Easy to install * Resistant to insects, mildew and rot * Solid color throughout			
4' X 8' Privacy Diamond Lattice 1-1/8" Grid Opening; 3/16" thick			
Description	Item #	Pieces/Unit	List Price/Piece
White Privacy Diamond Vinyl Lattice	PIV4896-01	50	\$53.33
Cedar Privacy Diamond Vinyl Lattice	PIV4896-02	25	\$59.28
Redwood Privacy Diamond Vinyl Lattice	PIV4896-03	25	
4' X 8' Privacy Square Lattice 1-3/4" X 1-3/4" Grid Opening; 3/16" thick			
Description	Item #	Pieces/Unit	List Price/Piece
White Privacy Square Vinyl Lattice	SQ4896-01	25	\$67.93
4' X 8' Traditional Diamond Lattice 2-3/4" Grid Opening; 3/16" thick			
Description	Item #	Pieces/Unit	List Price/Piece
White Traditional Diamond Lattice	LAT4896-001	50	\$39.47

Vinyl Lattice Accessories			
Description	Item #	Pieces/Unit	List Price/Piece
White Lattice Cap; 96"	LATCAP-01	20	\$14.42
White Lattice Divider; 96"	LATDIV-01	20	\$16.28
Cedar Lattice Cap; 96"	LATCAP-02	20	\$14.42
Cedar Lattice Divider; 96"	LATDIV-02	20	\$16.28
Redwood Lattice Cap; 96"	LATCAP-03	20	\$14.42
Redwood Lattice Divider; 96"	LATDIV-03	20	\$16.28

Northampton County, Virginia

Legend

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



Title: 635 Monroe Avenue

Date: 4/28/2021

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 is not responsible for its accuracy or how current it may be.



HISTORIC DISTRICT REVIEW BOARD STAFF REPORT

Meeting Date: May 18, 2021

Item #: 6H – 211 Mason Avenue

Prepared by: Katie H. Nunez, Interim Zoning Administrator

Date: May 11, 2021

APPLICANT: Kookaburra, LLC – Tenant **TYPE OF APPLICATION:** Certificate of Appropriateness
Claudine Pierce, Agent

SITE ADDRESS: 211 Mason Avenue

WORK TO BE PERFORMED: Renovation of front façade,
new signage, replacement of rear door and 3 rear windows

TAX MAP: 83A3-1-635B

CURRENT ZONING: Commercial-1 (C-1)

LOT SIZE: 2,726 sq. ft.

HISTORIC REGISTER: CONTRIBUTING STRUCTURE
DESCRIPTION: 1920, Commercial Style

DATE APPLICATION RECEIVED: March 22, 2021

PRE-APPLICATION MTG: May 18, 2021

DATE APPLICATION DEEMED COMPLETE: March 30, 2021

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

***NOTE:** The Applicant contacted the office two weeks ago and informed me that the rear door and two of the rear property windows were not able to lock or be secured. Due to the safety and security risks, I gave administrative approval to move forward and replace the rear door and 2 rear windows as described in this application.*

The applicant is seeking to renovate the front façade by removal of the painted vertical plywood above the original storefront bays and replace with the original transom windows. He is seeking to also move the painted structural glass and Masonite panels on the left and right side and under the original glass storefront bays then expose the existing masonry. IF damage should occur to the masonry during any of this work, they would propose to cover the masonry with a stucco material and paint to match the existing upper masonry.

He is looking to install a new sign on the front elevation sized 12' x 3'6", printed on acrylic. Two porcelain enamel gooseneck directional sign lights will be installed above the signage for lighting.

Lastly, in the rear of the building, he is looking to remove and replace three existing rusted fixed windows and replace with Anderson 400 series or equal fixed windows with matching SDL grills. He is looking to replace the rear wooden door with a painted, flush metal door.

MATERIALS:

See full letter by Claudine Pierce, dated March 22, 2021, which describes the renovation work proposed for the front exterior and the restoration efforts proposed as well as the materials proposed to replace the rear windows and rear door and the signage.

STAFF ANALYSIS

ZONING COMPLIANCE:

The proposed sign meets the requirement of the zoning ordinance. The other proposed work does not increase the square footage of the property and is 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:

EXTERIOR RENOVATION: Pg 18 states “Nevertheless, if a historic building has been insensitively remodeled over the years, it may require some rehabilitation to return it to a more historically appropriate appearance”.

SIGNAGE: 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 6H 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: 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: K-Coast Surf Shop, 211 Mason Ave
Application Type (rezoning, variance, etc.): Certificate of Appropriateness
Total Acreage of Project: _____

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

Renovation of Ex. front elevation to include new signage,
removal of vertical plywood siding & replace original transoms.
Rear of building replace rotted rear door and (3)
windows. See letter of intent for specific details

Signature of Applicant: Claudine A Pierce Date: 3/22/21

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 |
| ☐ 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: K-Coast Surf Shop

Property Address: 211 Mason Ave

Brief Description of Project: New signage, replace original transoms, remove

Zoning District: C-1 Current Use: Retail Proposed Use: same vertical plywood @ front elevation.

OWNER INFORMATION

Name and Company: Kookaburra LLC

Mailing Address: 3505 Coastal Hwy, Ocean City, Md 21842

Phone Number: 302-236-3535 Email: markp@kcoast.com

APPLICANT INFORMATION

☐ check here if applicant is owner

Name: Peacock Cottage LLC

Mailing Address: 10 Tazewell Ave, Cape Charles, Va

Phone Number: 703.609.5818 Email: mypeacockcottage@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: Claudine D. Pierce Date: 3/19/21

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

PEACOCK COTTAGE LLC

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

March 22, 2021

Town Planner and Zoning Administrator
Town of Cape Charles

RE: Letter of Intent for exterior renovations to 211 Mason Ave.
Future K Coast Surf Shop

Dear Town Planner

Please find attached the application for new signage and proposed exterior renovations to the existing commercial building soon to be K Coast Surf Shop.

The existing contributing structure was built circa 1920. At some point the lower portion of the exterior facade was "modernized" with structural glass panels, a popular way to update commercial exteriors in the 1940's. Later some of the structural glass panels and the upper transom openings were covered with painted vertical plywood. The left and right hand side of the lower storefront and the base under the storefront is currently a combination of painted glass and masonite panels over original brick.

We have removed portions of the painted plywood and have found the old asphalt mastic adhesive and metal mechanical easterners that were used to install the structural glass panels to the original brick - see Attachment "1" photo "B". We have also removed some of the painted masonite/glass panels under the storefront bays and have found that the original masonry base has been covered with an asphalt type coating - see Attachment "1" photo "C".

The Owners are proposing the following:

1. New signage on the front elevation per the enclosed drawing. The sign will be 12'- 0" x 3'- 6" and will be printed on acrylic. Two porcelain enamel gooseneck directional sign lights will be installed above the signage for lighting.
2. Mason Avenue Side - Removal of the painted vertical plywood above the original storefront bays and replacement of original upper transom windows. The transom frame will be inserted into the original opening that remains behind the plywood. Window frame/flat trim will be painted composite material.
3. Mason Avenue Side - Removal of the painted structural glass and masonite panels on the left and right side and under the original glass storefront bays. The owners intend to expose the existing masonry however the adhesive and the metal brackets used to install the glass and the asphalt coating on the lower masonry may not be able to be removed without damaging the original brick surface. If the masonry is damaged the owners propose to cover the masonry with a stucco material and paint to match the existing upper masonry.

4. Rear of Building - Alley side: Remove and replace three existing rusted fixed windows. New replacements to be Anderson 400 Series or equal fixed windows and will fit into existing masonry openings. See attachment "2" photos. New windows will have matching SDL grilles to the existing windows.
5. Rear of Building - Alley side: Remove and replace one existing flush wooden door that has rotted with a new painted flush metal door. See Attachment "2 " photos.

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

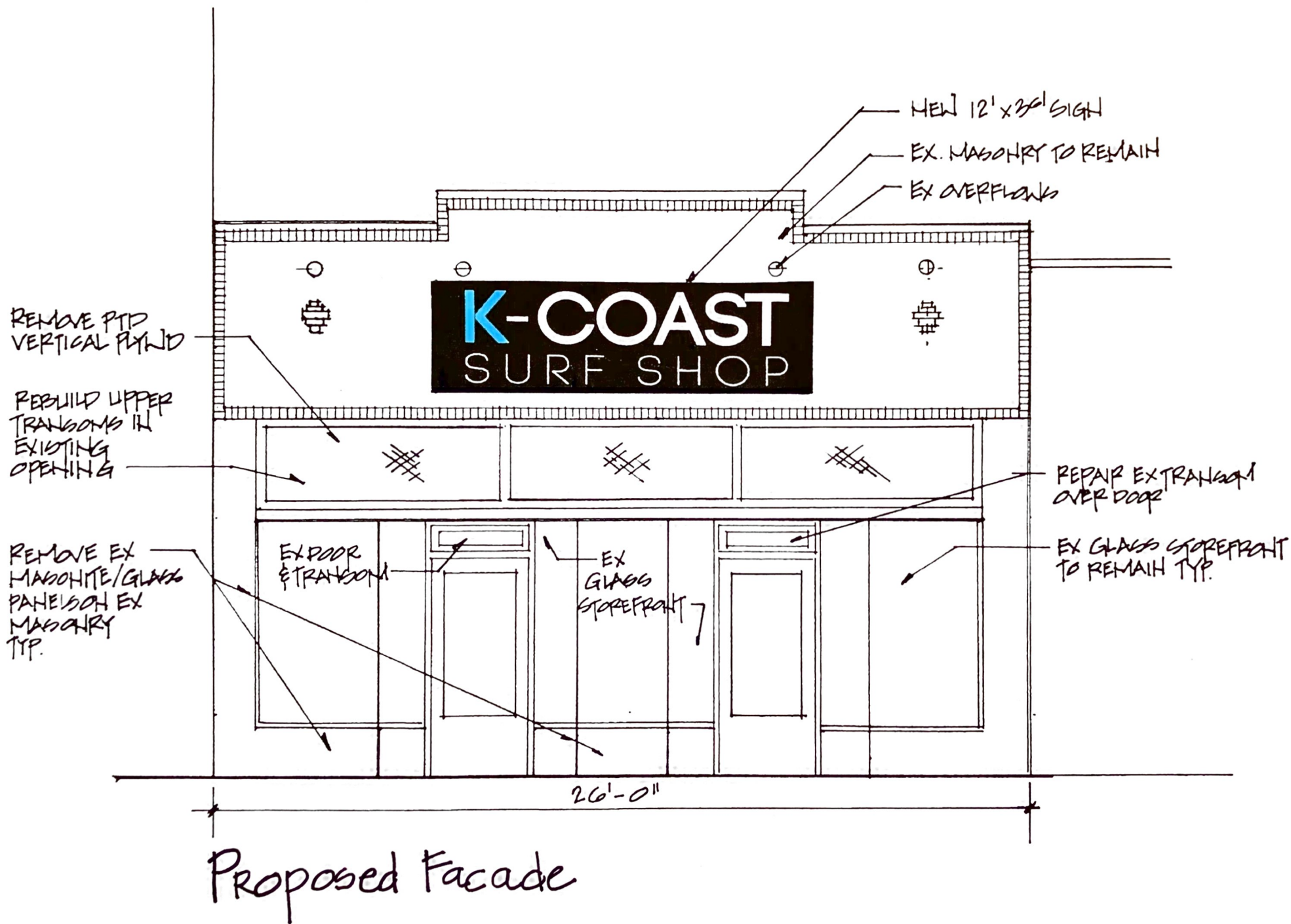
Best,

Claudine Pierce, AIA

Remove ex. vertical
plywood. Rebuild upper
transom windows in
ex. opening



Existing Facade
Mason Avenue



ATTACHMENT #1

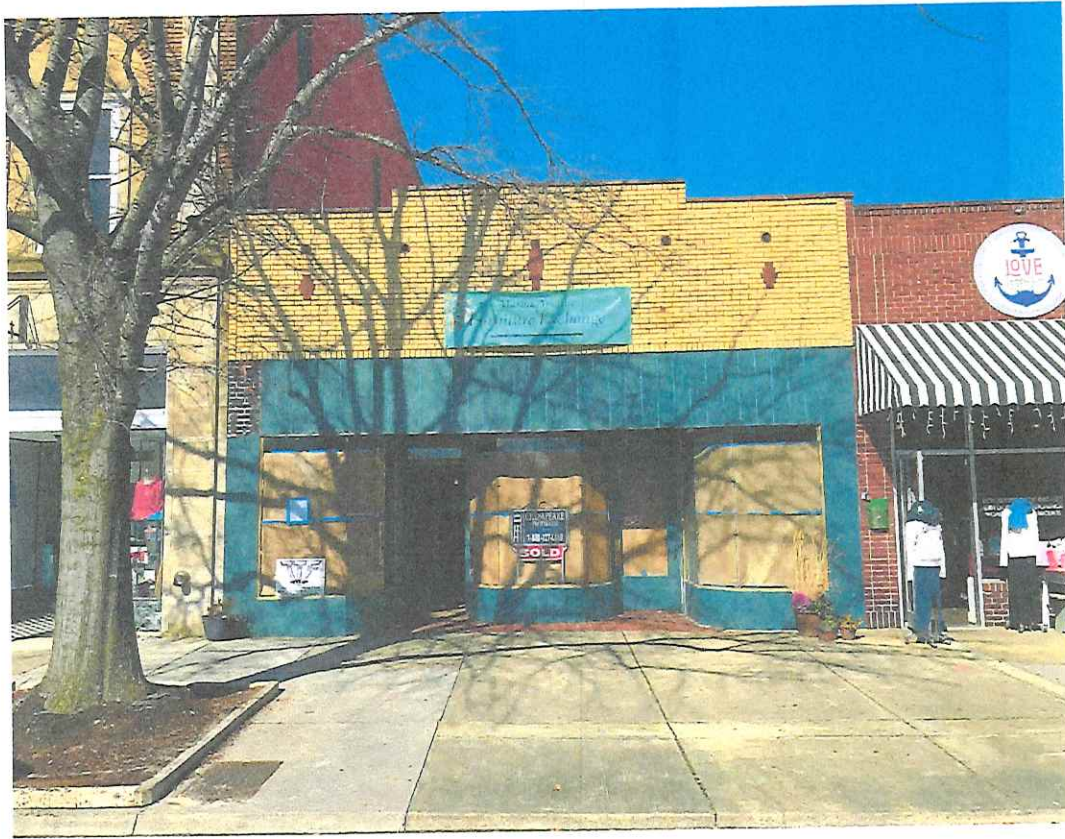


PHOTO "A" - FRONT ELEVATION ON MASON AVE



PHOTO "B" LEFT SIDE UNDER PLYWOOD



PHOTO "C" FRONT KNEE WALL

Attachement #2



PHOTO "A" WINDOW TO BE REPLACED



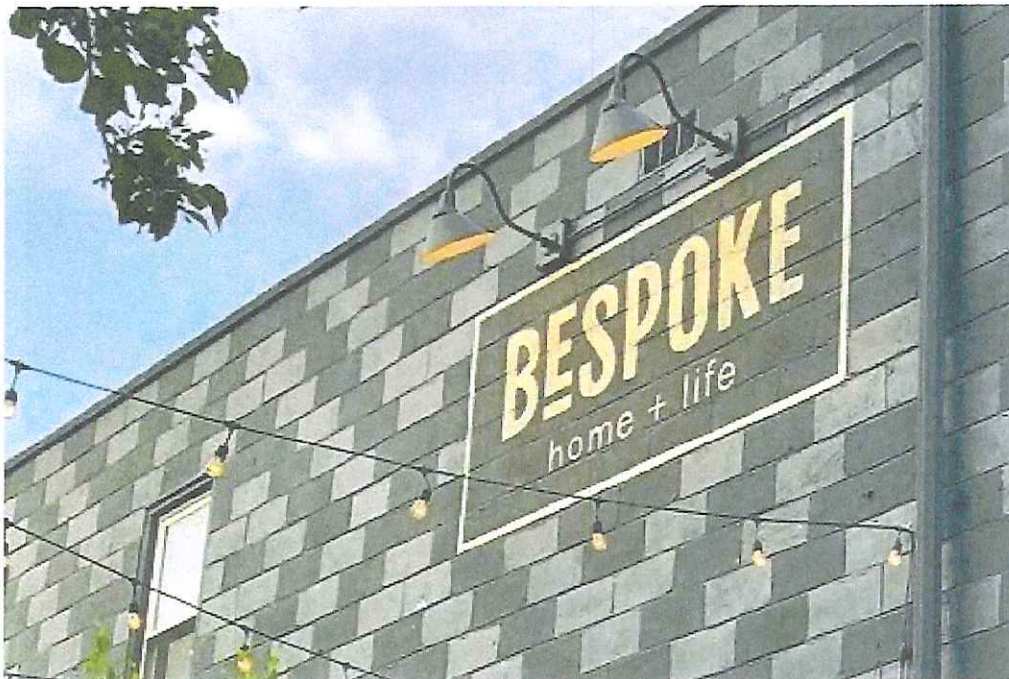
PHOTO "C" DOOR AND WINDOW TO BE REPLACED



**PHOTO "D" REAR DOOR FROM INTERIOR
SHOWING ROT**



EXTERIOR SIGN LIGHT - COLOR TO BE BLACK

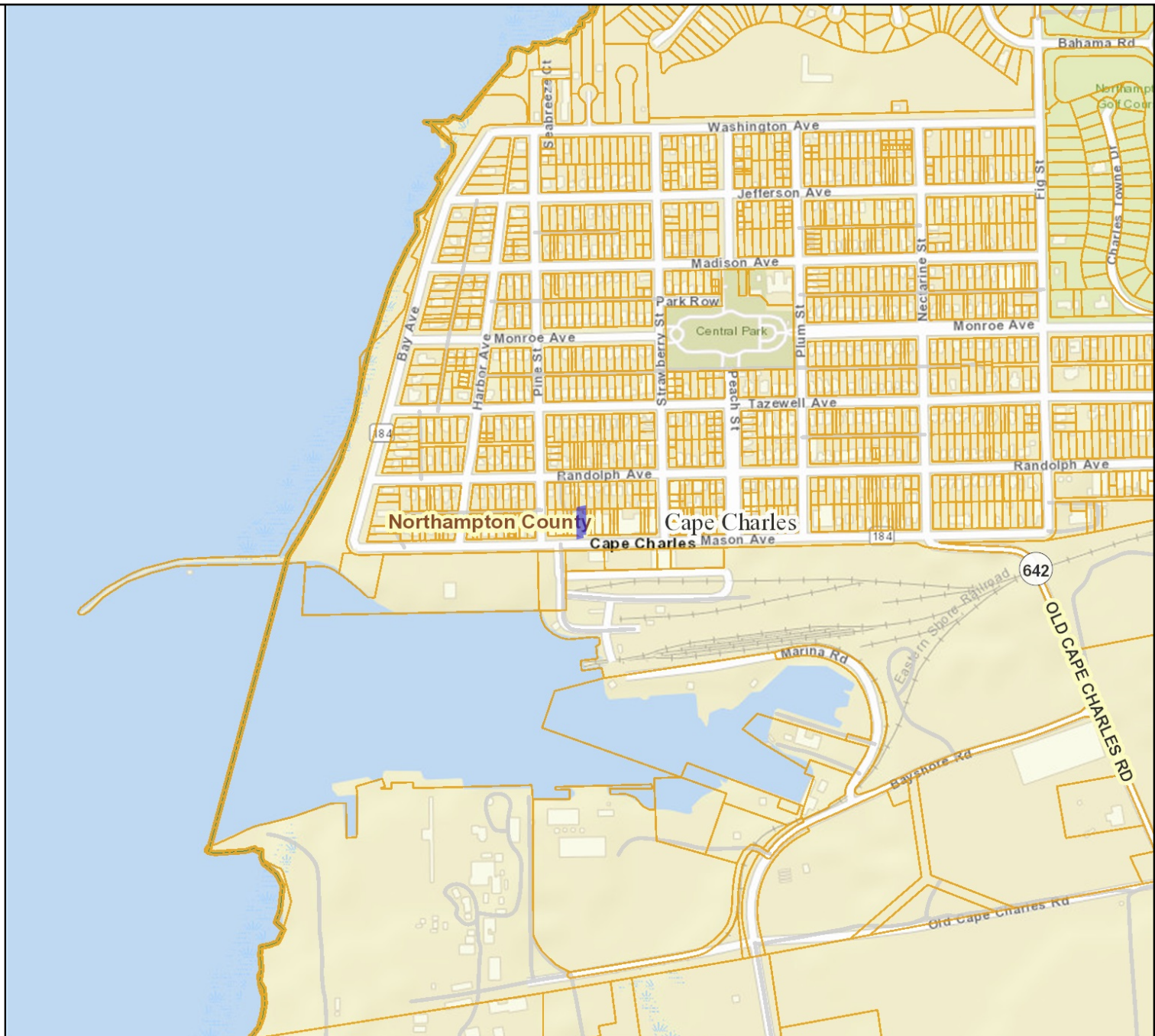


EXAMPLE OF LIGHT INSTALLATION

Northampton County, Virginia

Legend

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



Feet
0 200 400 600 800
1:9,028 / 1"=752 Feet

Title: 211 Mason Avenue

Date: 4/23/2021

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 is not responsible for its accuracy or how current it may be.



HISTORIC DISTRICT REVIEW BOARD STAFF REPORT

Meeting Date: May 18, 2021

Item #: 6I – 301 Mason Avenue

Prepared by: Katie H. Nunez, Interim Zoning Administrator

Date: May 11, 2021

APPLICANT: Lemon Tree Gallery, Owner **TYPE OF APPLICATION:** Certificate of Appropriateness
Chris Elam, Agent

SITE ADDRESS: 301 Mason Avenue

WORK TO BE PERFORMED: Remodel and renovate second floor and addition of column supported porch above existing front entry and addition of 4 “juliette” style balconies

TAX MAP: 83A3-1-635B

CURRENT ZONING: Commercial-1 (C-1)

LOT SIZE: 3,203 sq. ft.

HISTORIC REGISTER: CONTRIBUTING STRUCTURE
DESCRIPTION: Ca. 1898, Italianate

DATE APPLICATION RECEIVED: April 15, 2021

PRE-APPLICATION MTG: May 18, 2021

DATE APPLICATION DEEMED COMPLETE: April 15, 2021

LEGAL DEADLINE: HDRB Decision (60 Days from Complete Application): June 14, 2021

The applicant applied for and received a Conditional Use Permit, on April 15, 2021, to convert the second floor into 2 apartment units. The applicant is proposing to convert the current entry/awning to a more permanent structure to allow a balcony for the second floor, facing Mason Avenue. The applicant is also seeking to add 4 “juliette” style balconies to the existing windows fronting on Strawberry Street.

MATERIALS:

See materials list provided by the applicant.

STAFF ANALYSIS

ZONING COMPLIANCE:

The proposed addition of balconies 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:

EXTERIOR RENOVATION: Pg 19, Item 9 states “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.” In addition, Item 10 on Pg. 19 states that “. New additions and adjacent or related new construction shall be undertaken in

such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.”

STAFF RECOMMENDATION:

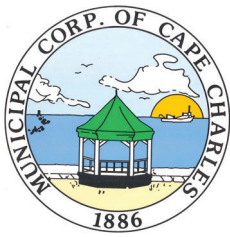
Staff is requesting the HDRB to review the application material submitted by the applicant and determine if the conversion of the awning to a full structure to support a second story balcony as well as the addition of four “Juliet” style balconies along the windows facing Strawberry Street is in keeping and consistent with the neighborhood.

Staff recommends **APPROVAL** of a Certificate of Appropriateness for Item 6I 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

tracy.outten@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: Lemon Tree Apartments

Property Address: 301 Mason Ave.

Brief Description of Project: conversion of existing second floor into 2 apartment unit

Zoning District: C-1 Current Use: unoccupied Proposed Use: residential

OWNER INFORMATION

Name and Company: John & Clelia Sheppard, Lemon Tree Gallery

Mailing Address: 301 Mason Ave., Cape Charles, Va

Phone Number: 757-331-4327 Email: cleliart@gmail.com

APPLICANT INFORMATION

☒ check here if applicant is owner

Name: Chris Elam

Mailing Address: 4356 Bonney Rd., Bldg #3, suite #102

Phone Number: 757-498-9800 Email: celam@gmfplus.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: _____

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

GMF+ ASSOCIATES

4356 BONNEY RD. BLDG 3, SUITE 102, VIRGINIA BEACH, VA 23452
(757) 498-9800

Planning Department
Town of Cape Charles
2 Plum Street
Cape Charles, Virginia 23310

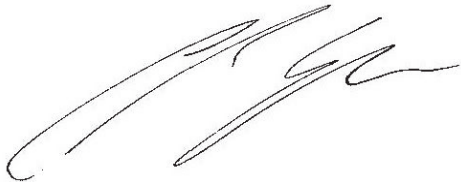
February 17, 2021

Subject: 301 Mason Ave. Conditional Use Application Letter of Intent

The proposed project includes remodeling of the existing second floor space at 301 Mason Ave. to convert existing, non-occupied commercial space into two (2) apartment units. One unit is planned to be 932 sf of rentable square feet with a 320 square foot balcony. The second unit is planned to be 912 sf of rentable square feet. The new balcony will be constructed in the area currently covered by an awning and currently enclosed at the street level by an existing metal railing.

The existing stairwell which provides access to the second floor, and which serves two properties and is within an easement, will be left in place with new stairs being constructed within.

If you have any other questions regarding the information provided here, please do not hesitate to inform us. We will do everything possible to respond quickly.



Sincerely,

Christopher Elam, AIA





VIEW FROM SOUTH WEST

LEMON TREE MIXED USE

A PROPOSED MIXED USE REMODEL/RENOVATION

301 MASON AVE.
CAPE CHARLES, VA

12/22/20

NEW JULIET BALCONY
& FRENCH DOORS AT
EXISTING WINDOW LOCATION

RESTORED HISTORIC MURAL

NEW BALCONY W/ BLACK
METAL GUARD RAIL & BLACK
METAL COLUMNS



AERIAL VIEW FROM WEST

LEMON TREE MIXED USE

A PROPOSED MIXED USE REMODEL/RENOVATION

301 MASON AVE
CAPE CHARLES, VA

12/22/20

GMF+ASSOCIATES

4356 BONNEY ROAD
BUILDING 3, SUITE 102
VIRGINIA BEACH, VA 23452
757 498-9900

© GMF ASSOCIATES 2020

WEBSITE:
www.gmfplus.com

NEW JULIET BALCONY
& FRENCH DOORS AT
EXISTING WINDOW LOCATION

NEW BALCONY W/ BLACK
METAL GUARD RAIL & BLACK
METAL COLUMNS

NEW DOORS IN EXISTING
WINDOW LOCATIONS



AERIAL VIEW FROM SOUTH WEST

LEMON TREE MIXED USE

A PROPOSED MIXED USE REMODEL/RENOVATION

301 MASON AVE
CAPE CHARLES, VA

12/22/20

CODE ANALYSIS

YEAR EDITION OF CODE	2015 VIRGINIA EXISTING BUILDING CODE W/ PROVISIONS OF THE 2015 VIRGINIA CONSTRUCTION CODE
CONSTRUCTION TYPE	OCCUPANCY MIXED USE, UNSEPARATED OCCUPANCIES R-3 (APARTMENT) AND M (MERCANTILE)
REQUIRED EXITS	CONSTRUCTION TYPE V-B SPRINKLERS FULL BUILDING NFPA 13R SPRINKLER SYSTEM LEVEL 3 ALTERATIONS TO A HISTORIC BUILDING
ALLOWABLE AREA CALCULATIONS	MAXIMUM OCCUPANT LOAD OF SPACE WITH ONE EXIT= 10 TABLE 1006.2.1 FOR SPRINKLERED R-3 OCCUPANCY
ALLOWABLE AREA PER STORY	TABULAR R3- UNLIMITED M- 27,000 SF
ALLOWABLE STORIES ABOVE GRADE PLANE	TABULAR R3- 4 M- 2

AREA TABULATION

GROUND FLOOR RETAIL SPACE
APPROXIMATELY 2,140 SQFT

APARTMENT UNIT #1
APPROXIMATELY 912 SQFT
BALCONY AREA: 320 SQFT

APARTMENT UNIT #2
APPROXIMATELY 912 SQFT

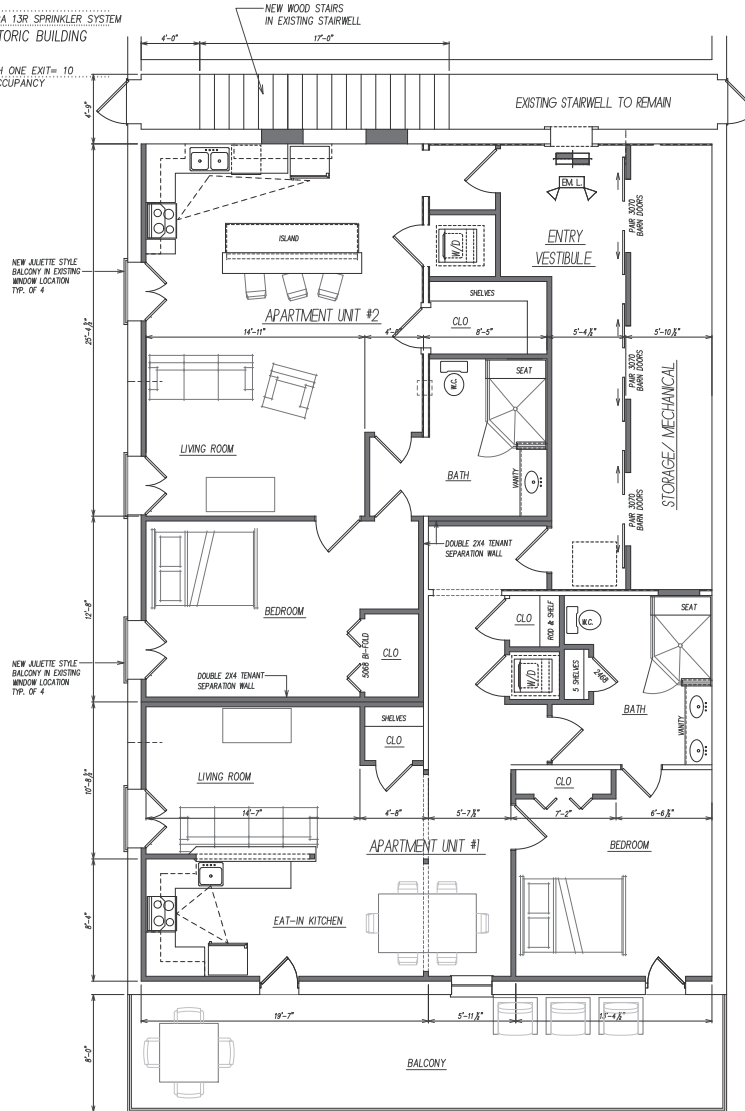
SHARED CORRIDOR
APPROXIMATELY 185 SQFT

ACCESSORY STORAGE SPACE
APPROXIMATELY 178 SQFT

PLAN LEGEND

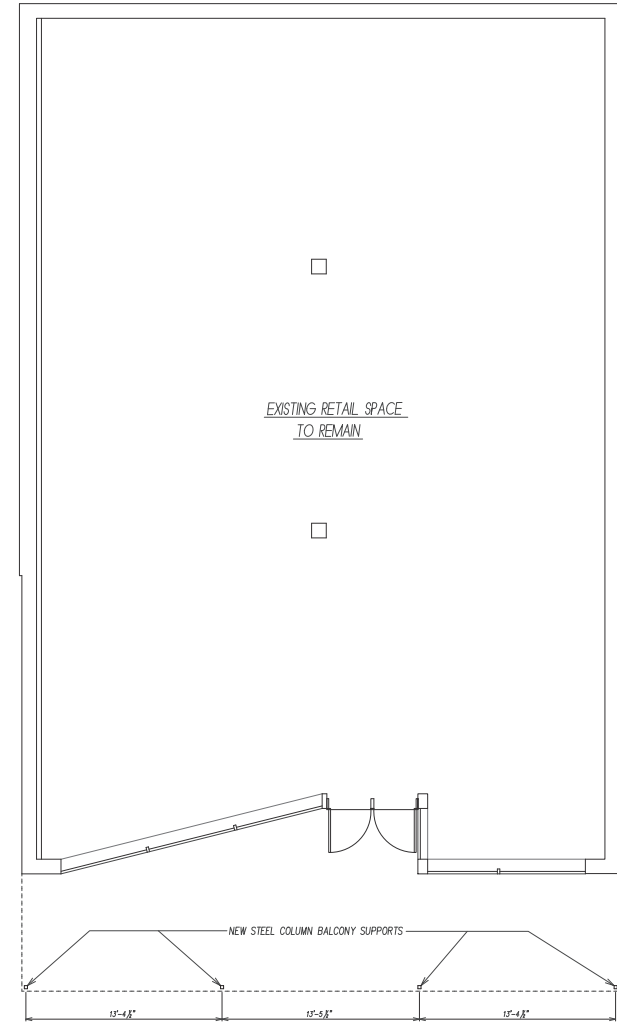
EXISTING CONSTRUCTION
TO REMAIN

NEW FULL HEIGHT WALL



1 SECOND FLOOR NEW CONSTRUCTION PLAN

SCALE 1/4" = 1'-0"



1 GROUND FLOOR PLAN

SCALE 1/4" = 1'-0"



GMF+ASSOCIATES
4356 BONNEY ROAD
BUILDING 3, SUITE 100
VIRGINIA BEACH, VA 23452
(757) 498-9600
WWW.GMFA.COM

PRELIMINARY
NOT FOR
CONSTRUCTION

DATE	REVISIONS

LEMON TREE MIXED USE
A PROPOSED MIXED USE REMODEL / RENOVATION
SPRINKLERED
CARE CAROLAS, VA

PLANS & TABULATIONS

SHEET #: A-10
DATE: OCTOBER 2020
SCALE: AS NOTED
DRAWN: CLE
CHECKED BY: CLE





GMF+ ASSOCIATES

4356 BONNEY RD. BLDG 3, SUITE 102, VIRGINIA BEACH, VA 23452
(757) 498-9800

Planning Department
Town of Cape Charles
2 Plum Street
Cape Charles, Virginia 23310

May 7, 2021

Subject: 301 Mason Ave. Historic Review Board Application material list

Balconies:

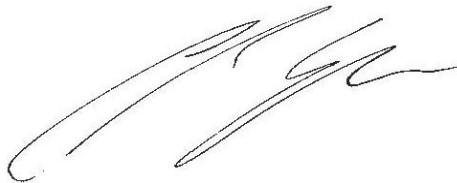
- TPO membrane roof with composite deck boards on sleepers (5/4 x 6 Trex Select)
- Wood fascia trim, painted white
- metal railing: steel, painted black

Doors & Windows:

- french doors: Pair 2668 inswing Andersen E-Series wood, hinged patio doors w/ aluminum clad exterior and w/ traditional panel style (8" bottom rail) and no grilles with 6026 Andersen E-Series wood, vented transom window w/ aluminum exterior
- single swing doors: 2668 inswing Andersen E-Series wood, hinged patio door w/ aluminum clad exterior and w/ traditional panel style (8" bottom rail) and no grilles with 2626 Andersen E-Series wood, vented transom window w/ aluminum exterior
- EIFS door and window surrounds (StoTherm ci Classic, painted white) direct applied to existing brick veneer to match pattern over existing windows

If you have any other questions regarding the information provided here, please do not hesitate to inform us. We will do everything possible to respond quickly.

Sincerely,

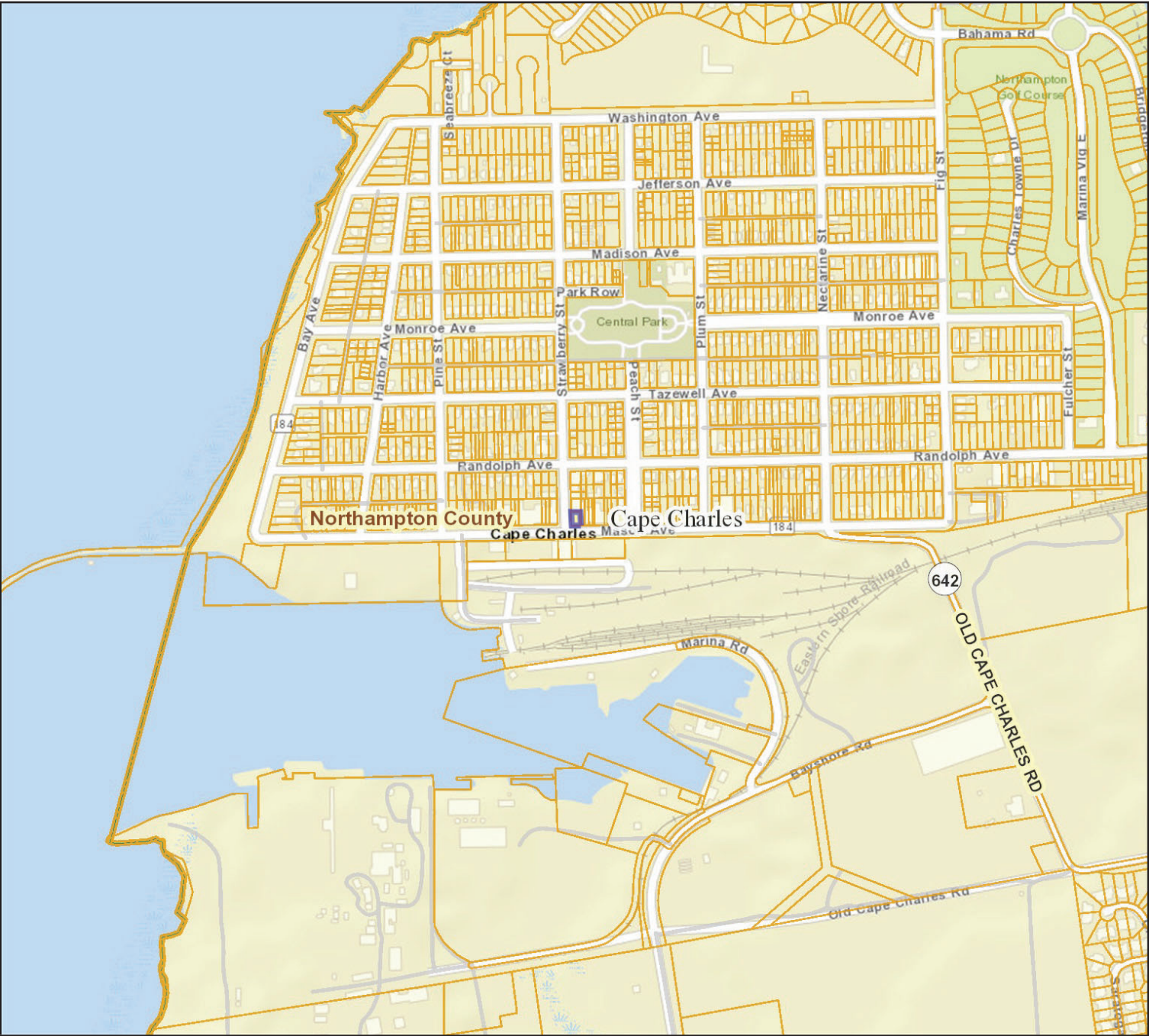


Christopher Elam, AIA

Northampton County, Virginia

Legend

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



Title: 301 Mason Avenue

Date: 4/23/2021

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 is not responsible for its accuracy or how current it may be.



HISTORIC DISTRICT REVIEW BOARD STAFF REPORT

Meeting Date: May 18, 2021

Item #: 6J – 426/428 Randolph Avenue

Prepared by: Katie H. Nunez, Interim Zoning Administrator

Date: May 11, 2021

APPLICANT: Ed Eichman, Agent
Mary Sessoms Huff, Owner

TYPE OF APPLICATION: Certificate of Appropriateness

SITE ADDRESS: 426/428 Randolph
Avenue

WORK TO BE PERFORMED:

TAX MAP: 83A3-1-589

CURRENT ZONING: Residential (R-1)

LOT SIZE: 5,600 sq. ft.

HISTORIC REGISTER: CONTRIBUTING STRUCTURE

Description: 1919, Italianate

Accessory Structure of a Garage is a CONTRIBUTING STRUCTURE

DATE APPLICATION RECEIVED: November 18, 2020

PRE-APPLICATION MTG: December 1, 2020

DATE APPLICATION DEEMED COMPLETE: April 21, 2021

LEGAL DEADLINE: HDRB Decision (60 Days from Complete Application): June 20, 2021

The applicant is seeking to add an addition of 1,320 square feet to a legal, non-conforming structure (a duplex house of 2,340 sq. ft built approximately in 1919) and 220 square feet for a rear porch.

The HDRB has reviewed this project in December 2020 through a Pre-Application and recommended the applicant confirm the following:

- 1) Site Plan to show the retention of the Accessory Building
- 2) Exterior Elevation to show the existing chimney is to remain
- 3) Provide a full list of all exterior materials for both the renovation to the existing structure and the proposed additions to the structure.

The applicant has provided a cover letter, dated April 29, 2021 along with revised materials list for the existing residence and porch as well as for the new addition and new back porch, updated site plan and photographs of the structure, and new elevation schematics.

BACKGROUND:

Description of Proposed Project:

The applicant has received 4 variances from the Board of Zoning Appeals, at their meeting on April 15, 2021, to achieve zoning clearance on the proposed project. One of the variances approved concerned the roof pitch for the addition so that it may retain the existing roof pitch on the new sections as the original house roof pitch.

MATERIALS:

See the two page letter provided by the applicant providing a materials list for both the existing structure and existing porch as well as for the new addition and new back porch.

STAFF ANALYSIS**ZONING COMPLIANCE:**

The proposed project is in compliance with the Zoning Ordinance, in conjunction with the 4 approved variances issued by the Board of Zoning Appeals on April 15, 2021. 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 is recommending approval of the Certificate of Appropriateness, based upon the revised application submitted April 29, 2021 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: EDWARD L. EICHMAN JR.
Mailing Address: 110 CHURCHILL DOWNS, CAPE CHARLES, VA. 23310
Phone Number: 757 695 3823 Email: E.EICHMAN@LINDSAYSTUDIO.NET

PROJECT SUMMARY

Address of Project: 426-428 RANDOLPH AVE., CAPE CHARLES, VA. 23310
Application Type (rezoning, variance, etc.): RESIDENTIAL ADDITION
Total Acreage of Project: 0.1286 (5,600 SQ. FT.)

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

TWO STORY ADDITION TO EXISTING TWO STORY RESIDENTIAL DUPLEX.
ADDITION - 1,320 SQ. FT. EXISTING - 2,303 SQ. FT.
SECOND HOME FOR FAMILY USE AND SEASONAL RENTAL
PROJECT RECEIVED HDRB COA DATED 05/17/2018

Signature of Applicant:  Date: 11-18-2020

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 |
| ☒ 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) |

WILL BE MAILED

PROPERTY INFORMATION

* SUBMITTED AS ATTACHMENT TO EMAIL DATED 11/12/2020

Name of Project: HUFF RESIDENCE

Property Address: 426-428 RANDOLPH AVE. CAPE CHARLES, VA. 23310

Brief Description of Project: NEW ADDITION AND EXISTING PORCH RESTORATION

Zoning District: R1 Current Use: VACANT Proposed Use: SECOND HOME

OWNER INFORMATION

Name and Company: MARY SESSOMS HUFF

Mailing Address: 8 ARLINGTON ST., NEWARK, DEL. 19711

Phone Number: 302-548-5785 Email: MARYSESSOMSHUFF@VERIZON.NET

APPLICANT INFORMATION

☐ check here if applicant is owner

Name: EDWARD L. EICHMAN JR.

Mailing Address: 110 CHURCHILL DOWNS, CAPE CHARLES, VA. 23310

Phone Number: 757-695-3823 Email: E.EICHMAN@LINDSAYSTUDIO.NET

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: Edward L. Eichman Jr. Date: 11-18-2020

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

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

The Lindsay Studio L.L.C.
110 Churchill Downs
Cape Charles, Virginia 23310

29 April 2021

426-428 Randolph Avenue
Resubmission to Historic District Review Board
Town of Cape Charles, Cape Charles, Va. 23310

The following Documents are enclosed:

- (1) Pre-Application Form, Certificate of Appropriateness Application, and Application for Zoning Clearance, each dated 11/18/2020
- (2) Physical Survey of Lot 589, dated 26 March 1987
- (3) SITE PLAN SP-1 previously submitted to the Board of Zoning Appeals
- (4) EXTERIOR ELEVATIONS EE-1 and EE-2, each dated 07 December 2020
- (5) EXTERIOR MATERIALS Pages One and Two, each dated 07 December 2020 and revised 29 April 2021
- (6) Exterior Photographs P-1 thru P-5, each dated 07 December 2020.

The following information is provided for reference and consideration by the Historic District Review Board:

- (1) The SITE PLAN SP-1 indicates Zoning matters that were previously reviewed by the Board of Zoning Appeals, which was the basis for that Board's approval of appropriate Variances.
- (2) At the HDRB Pre-Application Meeting, the Board recommended certain modifications to the information that was submitted for that Meeting. The following reflect compliance with those recommendations:

(A) SITE PLAN SP-1

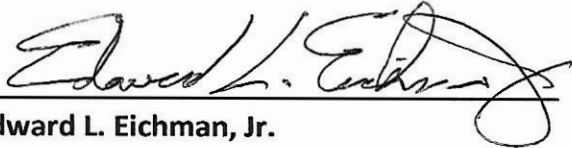
Item 16 confirms the Accessory Building remains

(B) EXTERIOR ELEVATIONS EE-1 and EE-2

Item 03 confirms the existing Chimney remains

(C) EXTERIOR MATERIALS Pages One and Two

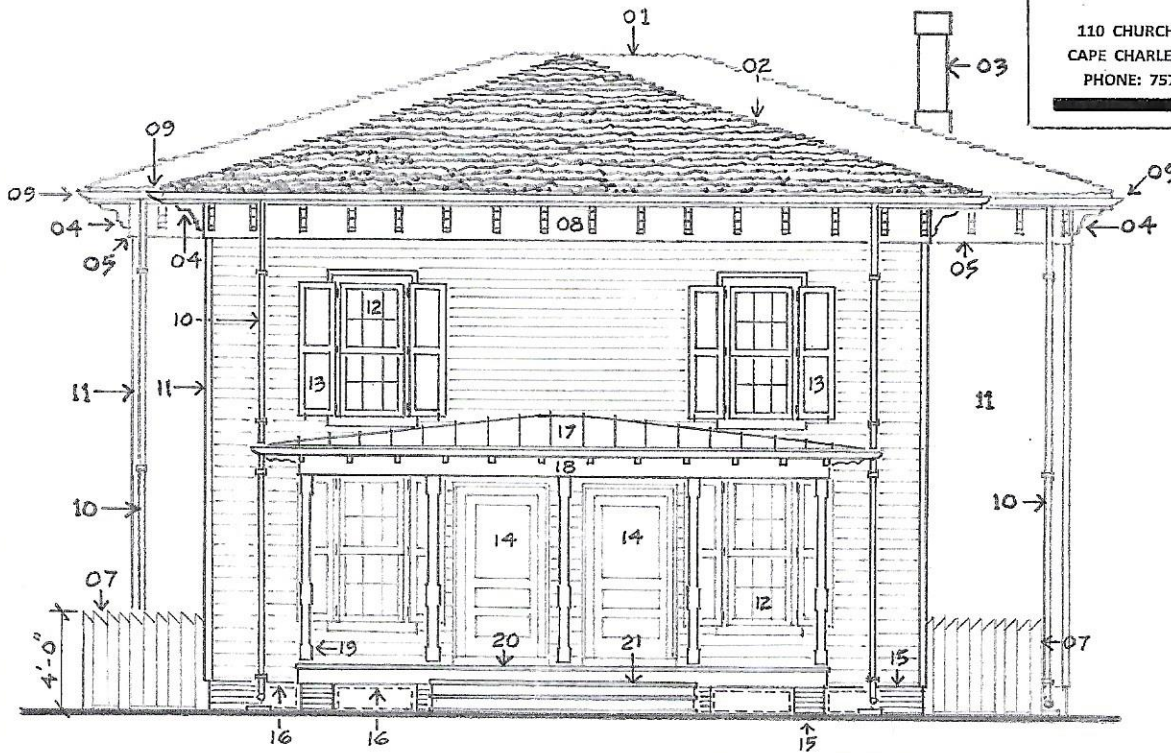
BOLD TEXT ITEMS confirm the remaining recommendations for the **EXISTING RESIDENCE** and **PORCH** and the **NEW ADDITION** and **PORCH**


Edward L. Eichman, Jr.

426/428 RANDOLPH AVENUE
CAPE CHARLES, VIRGINIA

The Lindsay Studio, LLC.

110 CHURCHILL DOWNS
CAPE CHARLES, VA. 23310
PHONE: 757 695 3823

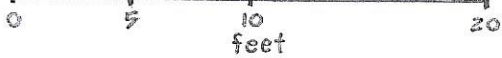


07 DECEMBER 2020

BACK (SOUTH) FROM REAR YARD

EXTERIOR ELEVATIONS

GRAPHIC SCALE

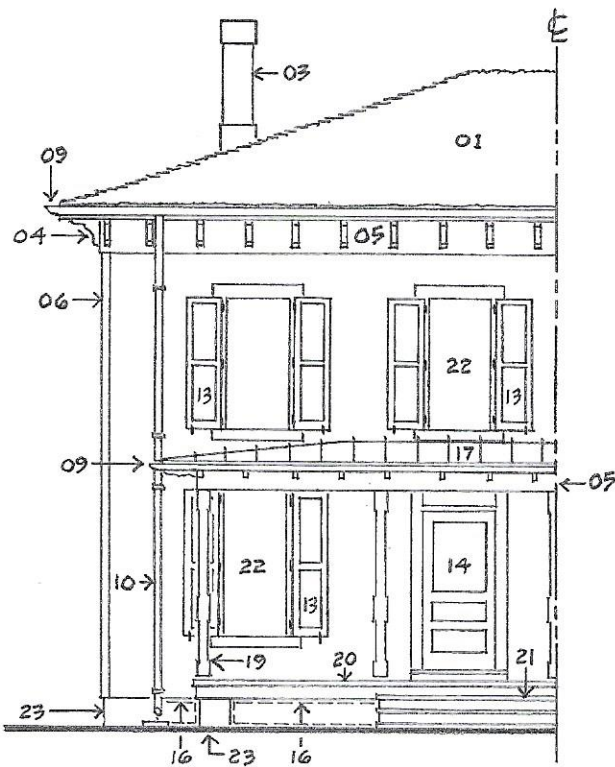


NOTE:

Each Two-Digit Number that randomly appears on the Elevation relates to the same Numbered Item in the Legend.

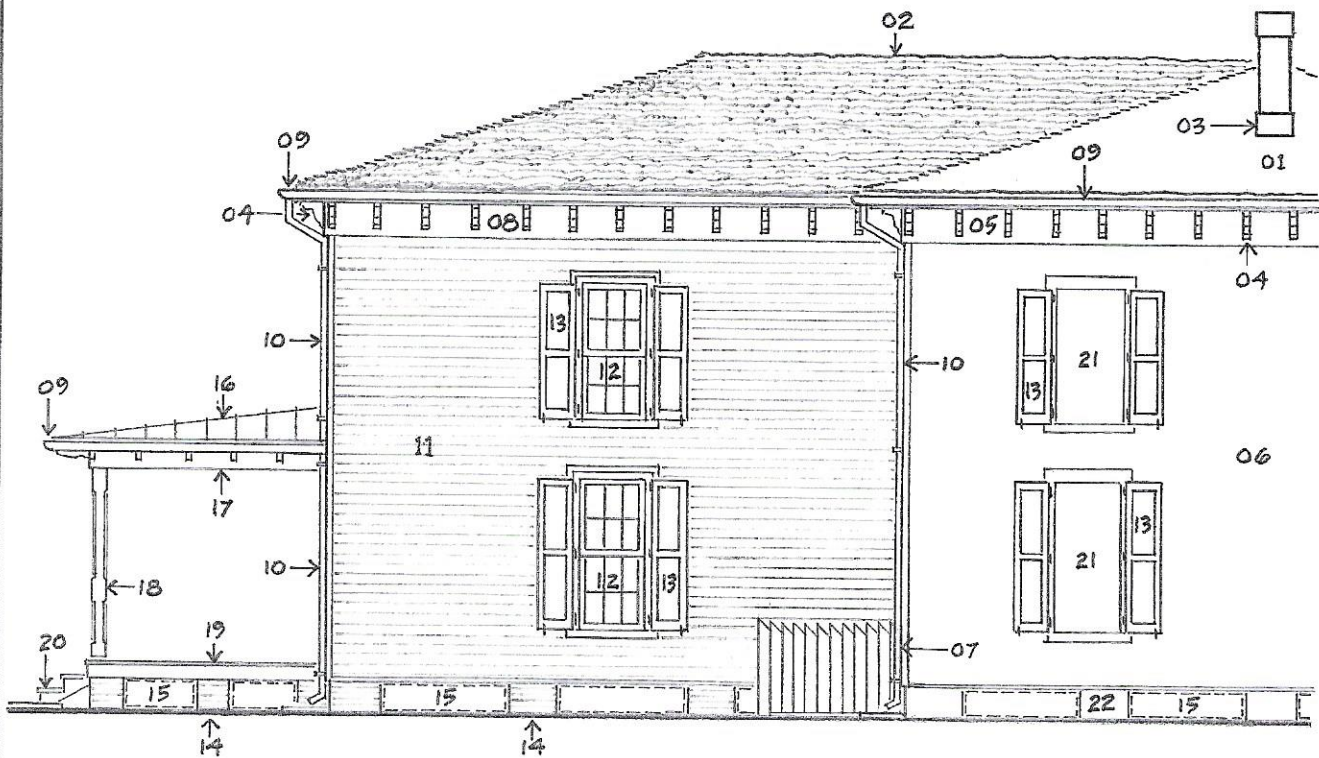
EXTERIOR ELEVATION LEGEND

- 01 Existing Shingle Roof
- 02 New Shingle Roof to Match Existing
- 03 Existing Chimney
- 04 New Replicated Eaves Bracket
- 05 Existing Cornice
- 06 Existing Siding and Trim
- 07 New Fence Enclosure for Equipment
- 08 New Cornice to Match Existing
- 09 New Half-round Gutter and Hardware
- 10 New Round Downspout and Hardware
- 11 New Siding and Trim to Match Existing
- 12 New Window and Trim to Match Existing
- 13 New Shutters and Hardware
- 14 New Replicated Exterior Half-lite Door
- 15 New Brick Pier to Match Existing
- 16 Recessed Panel Option
- 17 New Metal Porch Roof
- 18 New Replicated Porch Cornice and Brackets
- 19 New Replicated Porch Post
- 20 New Porch Floor and Fascia
- 21 New Porch Steps
- 22 Existing Window and Trim
- 23 Existing Brick Pier



ONE-HALF FRONT (NORTH) FROM RANDOLPH AVENUE

EE - 1



NOTE:

Each Two-Digit Number that randomly appears on the Elevation relates to the same Numbered Item in the Legend.

LEFT SIDE (EAST) FROM PLUM STREET
RIGHT SIDE (WEST) SIMILAR (EXCEPT NO EXISTING CHIMNEY)

EXTERIOR ELEVATION LEGEND

- 01 Existing Shingle Roof
- 02 New Shingle Roof to Match Existing
- 03 Existing Chimney
- 04 New Replicated Eaves Bracket
- 05 Existing Cornice
- 06 Existing Siding and Trim
- 07 New Fence Enclosure for Equipment
- 08 New Cornice to Match Existing
- 09 New Half-round Gutter and Hardware
- 10 New Round Downspout and Hardware
- 11 New Siding and Trim to Match Existing
- 12 New Window and Trim to Match Existing
- 13 New Shutters and Hardware
- 14 New Brick Pier to Match Existing
- 15 Recessed Panel Option
- 16 New Metal Porch Roof
- 17 New Replicated Porch Cornice and Brackets
- 18 New Replicated Porch Post
- 19 New Porch Floor and Fascia
- 20 New Porch Steps
- 21 Existing Window and Trim
- 22 Existing Brick Pier

07 DECEMBER 2020

426/428 RANDOLPH AVENUE
CAPE CHARLES, VIRGINIA

The Lindsay Studio, L.L.C.

110 CHURCHILL DOWNS
 CAPE CHARLES, VA. 23310
 PHONE: 757 695 3823

EXTERIOR ELEVATION

GRAPHIC SCALE



EE - 2

The Lindsay Studio
110 Churchill Downs
Cape Charles, Virginia 23310-2348

EXTERIOR MATERIALS
for
EXISTING RESIDENCE and PORCH
426-428 Randolph Avenue
Cape Charles, Virginia

07 December 2020

Revised 29 April 2021

EXISTING RESIDENCE

New prefinished metal fascia/soffit/frieze board cover at Cornice
Replicated wood Eaves Brackets with solid stain finish at Cornice
New prefinished metal half-round Gutters and round Downspouts with Hardware
New Siding and Trim to match existing at south exterior Wall
New wood Shutters with solid stain finish and Hardware at Windows
Wood Doors and Transoms restored and/or replicated with paint finish
New composite vertical slat Panels with solid stain finish at Crawl Space
Existing Chimney and other existing exterior Materials to remain

EXISTING PORCH

Metal Roof restored and/or replicated with paint finish
Wood Cornice and Brackets restored and/or replicated with paint finish
Wood Ceiling restored and/or replicated with paint finish
Wood Posts replicated with solid stain finish
Wood Floor restored and/or replicated with paint finish
Wood floor Fascia restored and/or replicated with solid stain finish
Wood Stair treads/risers/stringers replicated with solid stain finish
New composite vertical slat Panels with solid stain finish at Crawl Space
New Brick Walk in pattern to be selected

The Lindsay Studio

**EXTERIOR MATERIALS
for
NEW ADDITION and PORCH
426-428 Randolph Avenue
Cape Charles, Virginia**

07 December 2020

Revised 29 April 2021

NEW ADDITION

Shingle finish to match existing at Roof
Prefinished metal fascia/soffit/frieze board cover at Cornice
Replicated wood Eaves Brackets with solid stain finish at Cornice
Prefinished metal half-round Gutters and round Downspouts with Hardware
Siding and Trim to match existing at exterior Walls
Widows to match existing
Wood Shutters with solid stain finish and Hardware at Windows
Wood Doors and Transoms with paint or solid stain finish
Composite vertical slat Panels with solid stain finish at Crawl Space
Brick Foundation Piers to match existing

NEW PORCH

Metal Roof with factory finish to match existing
Composite Cornice and wood Brackets with paint or solid stain finish to match existing
Composite Ceiling with paint finish to match existing
Wood Posts with solid stain finish to match existing
Composite Floor and Fascia with paint or solid stain finish to match existing
Composite Stair treads and risers with paint finish to match existing
Wood Stair stringers with paint or solid stain finish to match existing
Composite vertical slat Panels with solid stain finish at Crawl Space
Brick Foundation Piers to match existing
Brick Pad in pattern to be selected

*The Lindsay
Studio, L.L.C.*

110 CHURCHILL DOWNS
CAPE CHARLES, VA. 23310
PHONE: 757 695 3823



**EXISTING FRONT (NORTH) FROM RANDOLPH AVENUE
(INCLUDING EXISTING PORCH AND STEPS)**

07 DECEMBER 2020

**426/428 RANDOLPH AVENUE
CAPE CHARLES, VIRGINIA**



EXISTING LEFT SIDE (EAST) FROM PLUM STREET

P - 1



The Lindsay Studio, L.L.C.

110 CHURCHILL DOWNS
 CAPE CHARLES, VA. 23310
 PHONE: 757 695 3823

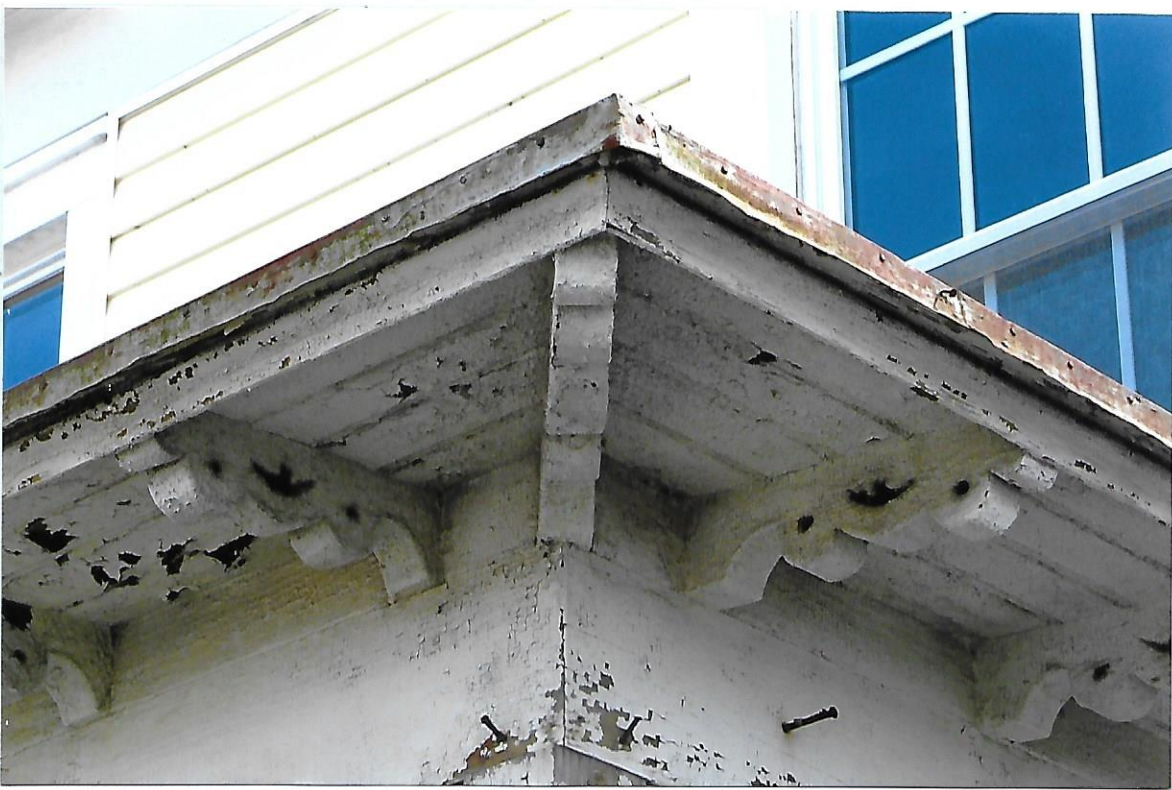


**EXISTING BACK (SOUTH)
 FROM REAR YARD**

07 DECEMBER 2020

**426/428 RANDOLPH AVENUE
 CAPE CHARLES, VIRGINIA**

**EXISTING RIGHT SIDE (WEST)
 FROM 424 RANDOLPH AVENUE**



The Lindsay Studio, L.L.C.

110 CHURCHILL DOWNS
CAPE CHARLES, VA. 23310
PHONE: 757 695 3823

EXISTING PORCH CORNICE
RESTORE AND REPLICATE AT NEW PORCH

07 DECEMBER 2020

426/428 RANDOLPH AVENUE
CAPE CHARLES, VIRGINIA

EXISTING PORCH POST
REPLICATE AT EXISTING AND NEW PORCHES



The Lindsay Studio, L.L.C.

110 CHURCHILL DOWNS
CAPE CHARLES, VA. 23310
PHONE: 757 695 3823

**EXISTING PORCH CEILING
RESTORE AND REPLICATE AT NEW PORCH**



07 DECEMBER 2020

**426/428 RANDOLPH AVENUE
CAPE CHARLES, VIRGINIA**

**EXISTING EXTERIOR DOOR
REPLICATE AT EXISTING AND NEW LOCATIONS**

P - 4



The Lindsay Studio, L.L.C.

110 CHURCHILL DOWNS
CAPE CHARLES, VA. 23310
PHONE: 757 695 3823

**EXISTING EAVES BRACKET
REPLICATE AT EXISTING AND NEW CORNICES**



07 DECEMBER 2020

**426/428 RANDOLPH AVENUE
CAPE CHARLES, VIRGINIA**

**NEW SHUTTERS AND HARDWARE
(EXAMPLE ONLY) AT EXISTING AND NEW WINDOWS**

P - 5



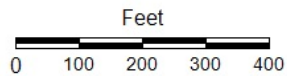
Northampton County, Virginia

Legend

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



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



Title: 426-428 Randolph Avenue

Date: 1/11/2021

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: May 18, 2021

Item #: 6K – 425 Randolph Avenue

Prepared by: Katie H. Nunez, Interim Zoning Administrator

Date: May 11, 2021

APPLICANT: Claudine Pierce, Agent

Brad & Anne Jobmann, Owner

SITE ADDRESS: 425 Randolph Avenue

TAX MAP: 83A3-1-478

LOT SIZE: 5,600 sq. ft.

TYPE OF APPLICATION: Certificate of Appropriateness

WORK TO BE PERFORMED: Renovate the exterior

CURRENT ZONING: Residential (R-1)

HISTORIC REGISTER: CONTRIBUTING STRUCTURE

Description: Ca. 1890, Folk Victorian

Accessory Structure of a Garage is a CONTRIBUTING STRUCTURE

DATE APPLICATION RECEIVED: March 18, 2021

PRE-APPLICATION MTG: May 18, 2021

DATE APPLICATION DEEMED COMPLETE: March 30, 2021

LEGAL DEADLINE: HDRB Decision (60 Days from Complete Application): June 20, 2021

The applicant is seeking to renovate the exterior as follows:

- 1) Front Elevation- Randolph Street side: Replace front porch asphalt roof with standing seam metal roofing;
- 2) East Side Elevation – Plum Street side: Replace the one story asphalt roof with a standing seam metal roof & raise up one existing window in the kitchen approximately 12” and patch existing siding as needed;
- 3) Rear Elevation – North Side: Remove 2 existing first floor kitchen windows and replace with two new windows in the same location; said windows will be the same size as the second story windows & existing siding will be patched as needed. Add a new 15 lite SDL French Door for access into the back yard from the main house.
- 4) West Side Elevation: Remove 1 first-floor window and install 3 new windows and patch existing siding as needed. Remove and replace 1 second-floor modern square bathroom window with 1 new double hung window and patch existing siding as needed.
- 5) Main House: replace all existing main roof asphalt shingles, unless otherwise noted, with new asphalt shingles. No change to existing fascia details.

MATERIALS:

Windows: Ply Gem solid vinyl one over one double hung windows or equal.

Door: 15 lite swinging French door Ply Gem composite or equal with 7/8” SDL grilles.

Roofing: Standing Seam Metal Roofing, color gray.

STAFF ANALYSIS

ZONING COMPLIANCE:

The proposed project does not add any square footage to the structure and 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.

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 & 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 recommending review of the Pre-Application by the HDRB and determine if the proposed exterior renovations are within the Historic District Guidelines. If the application is deemed complete and sufficient, the Board may wish to consider approval of the Certificate of Appropriateness, based upon the application submitted April 18, 2021 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: Claudine Pierce - Peacock Cottage LLC
Mailing Address: 10 Tapwell Ave, Cape Charles, Va
Phone Number: 703.609.5818 Email: mypeacockcottage@gmail.com

PROJECT SUMMARY

Address of Project: 425 Randolph Ave
Application Type (rezoning, variance, etc.): Certificate of Appropriateness for Historic District
Total Acreage of Project: _____

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

Replacement & relocation of windows on North and West/East
Side of house.
Replacement of existing roof shingles (asphalt) with new
asphalt shingles and replacement of existing front porch/east
side room asphalt shingles with new standing seam metal roof

Signature of Applicant: Claudine A Pierce Date: 3/18/21

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 |
| 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: Jobmann Renovation
Property Address: 425 Randolph Ave
Brief Description of Project: Interior First Floor renovation w/ minor exterior changes
Zoning District: R-1 Current Use: Residential Proposed Use: Residential

OWNER INFORMATION

Name and Company: Brad and Anne Jobmann
Mailing Address: 995 Rustling Oaks Dr, Millersville, Md 21108
Phone Number: 410.804.5354 Email: bjobmann@gmail.com

APPLICANT INFORMATION

☐ check here if applicant is owner

Name: Claudine Pierce Peacock Cottage LLC
Mailing Address: 10 Tazewell Ave, Cape Charles Va 23310
Phone Number: 703.609.5818 Email: mypeacockcottage@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: Claudine H Pierce Date: 3/18/21

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

PEACOCK COTTAGE LLC

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

March 18th, 2021

Town Planner and Zoning Administrator
Town of Cape Charles

RE: Jobmann Renovations
425 Randolph Ave.
Cape Charles, VA 23310

Dear Town Planner,

Please find the attached application for minor exterior renovations to an existing contributing structure. The existing house was built circa 1890 and over the years has had various "contemporary" exterior modifications including the replacement of all original windows with solid vinyl one over one double hung windows, installation of 4" exposure vinyl siding and enclosing two [2] later date one story porches on the East side [Plum Street] and on the West side.

Note that the west side of the house can ONLY be seen if standing within the rear fenced yard and there is no alley access behind the property.

We are proposing the following work:

1. **Front Elevation - Randolph Street Side:**
 - Replace front porch asphalt roof with standing seam metal roofing- color gray.
2. **East Side Elevation - Plum Street Side:**
 - Replace the one story asphalt roof with standing seam metal roofing - color gray.
 - Raise up one existing window in the kitchen approx. 12" and patch existing siding as needed.
3. **Rear Elevation - North Side:**
 - Remove [2] two existing first floor kitchen windows and replace with two new windows in the same location. The new windows will be of the same exact size as the second story window above. Note the windows being replaced are of a more contemporary time period and do not appear to be of original size or location. Existing siding will be patched as required.
 - Add a new 15 lite SDL French door to allow access into the back yard from the main house.
4. **West Side Elevation -West Side:**
 - Remove [1] one first floor door and [1] one first floor window and install [3] three new windows as shown on elevations. Patch existing siding as required.
 - Remove and replace [1] second floor modern square bathroom window with [1] new double hung window. Patch existing siding as required.

5. **Main House**

- Replace all existing main roof asphalt shingles unless otherwise noted with new asphalt shingles. Note no change to existing fascia details.

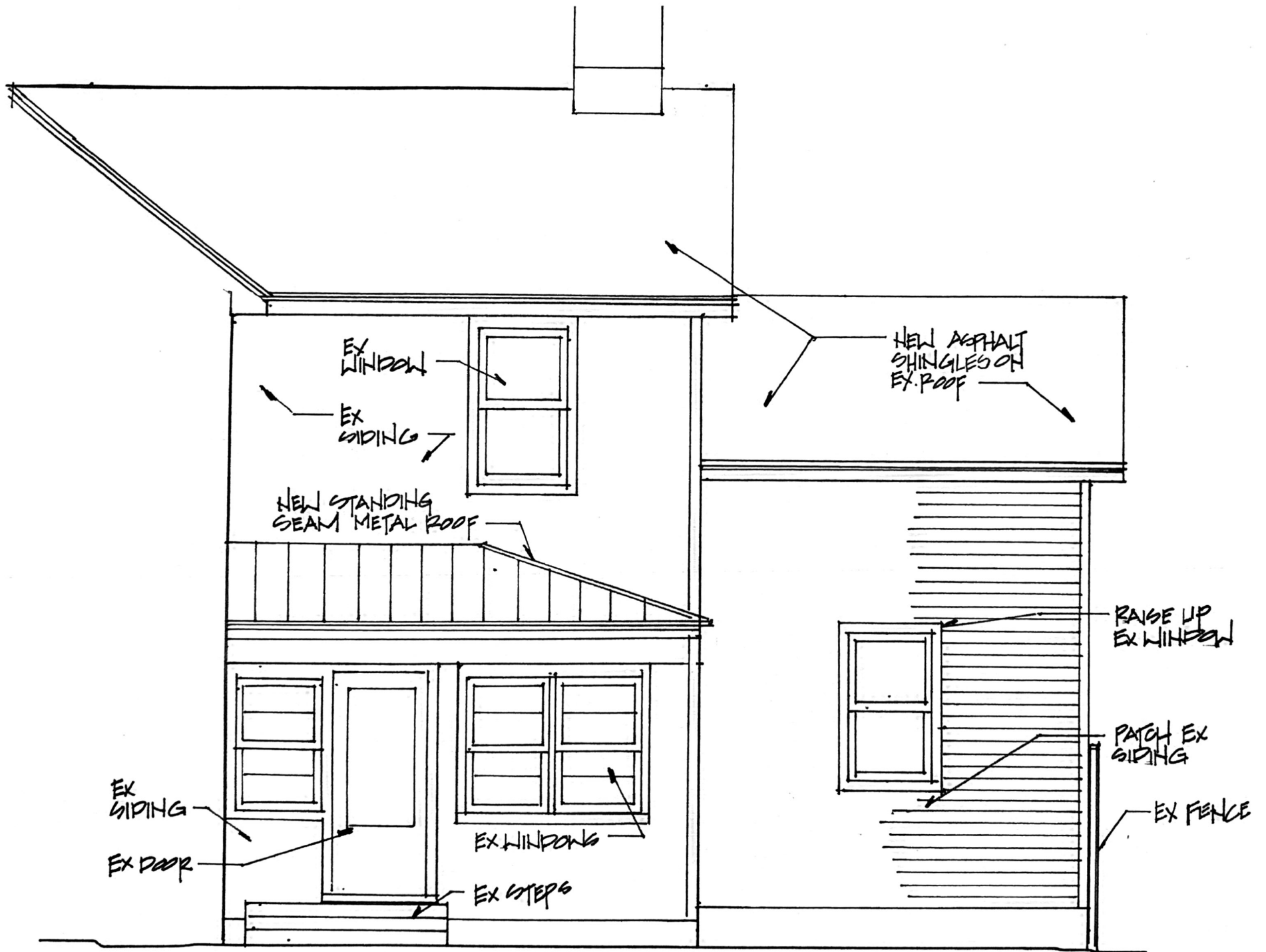
The new windows will be Ply Gem solid vinyl one over one double hung windows or equal.

The new 15 lite swinging French door will be Ply Gem composite or equal with 7/8" SDL grilles.

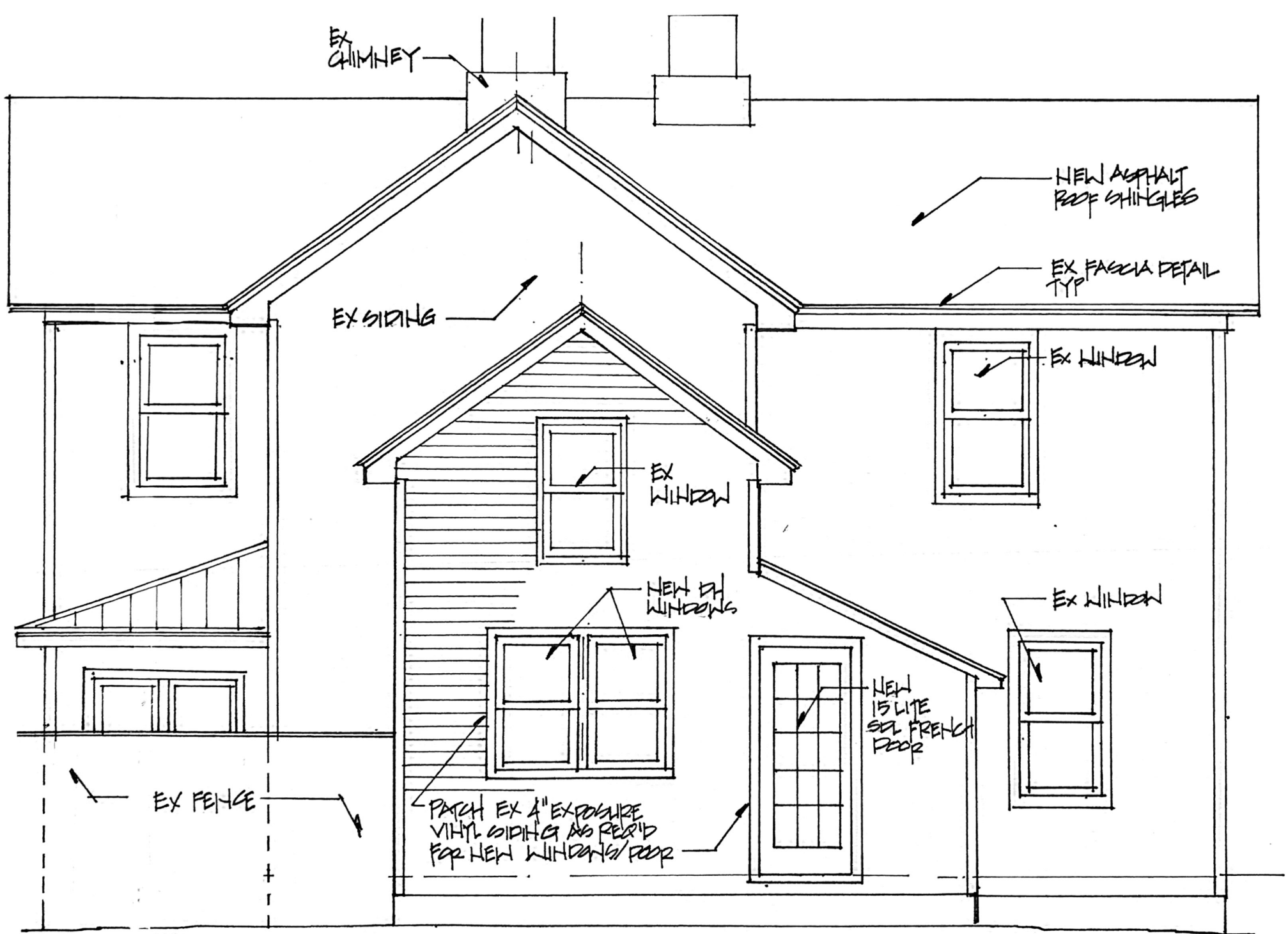
Please let me know if you have any questions or need additional information,

Best,

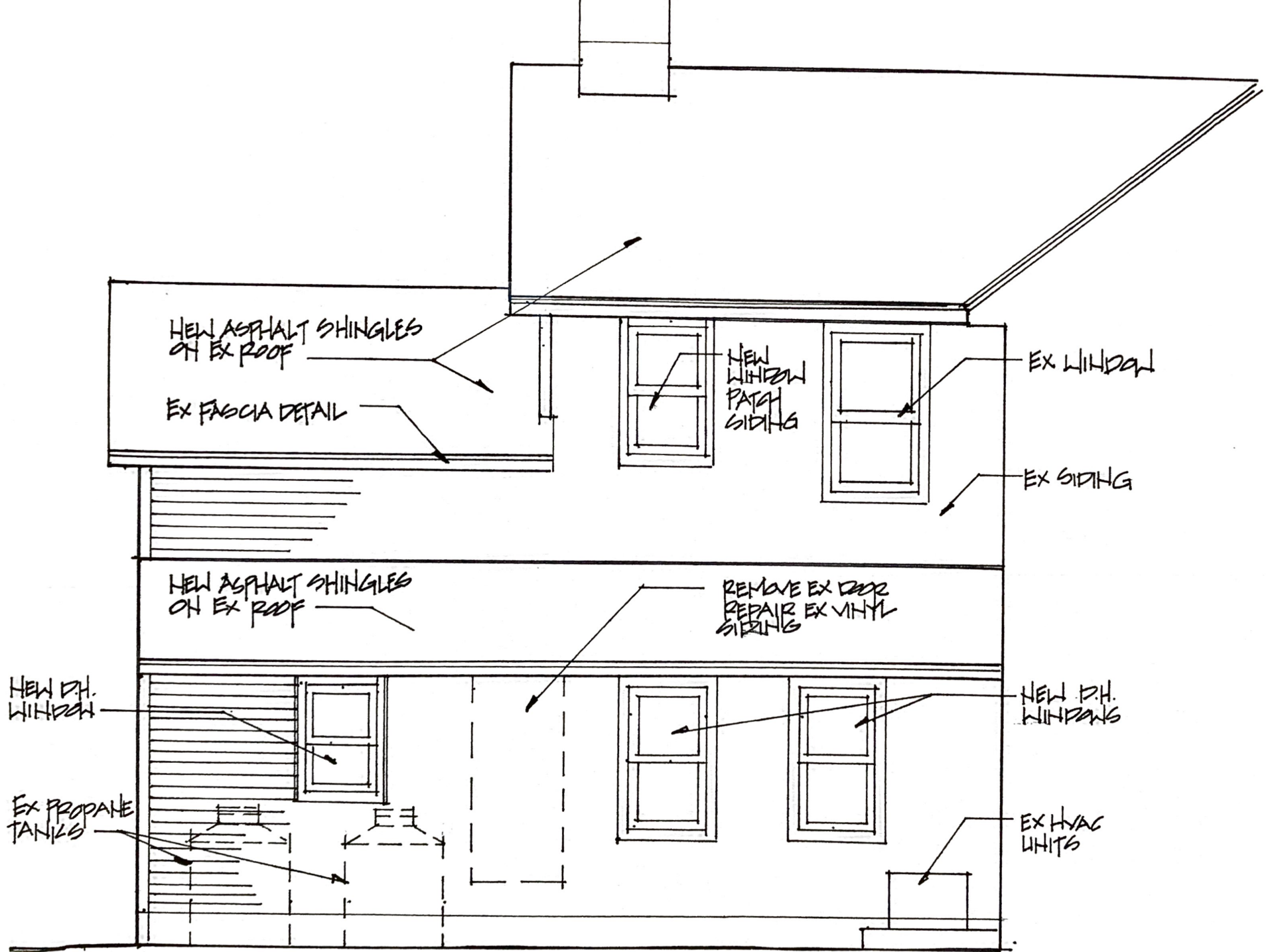
Claudine Pierce, AIA



EAST SIDE ELEVATION



REAR/NORTH ELEVATION



WEST SIDE ELEVATION

$\frac{1}{4}" = 1'-0"$

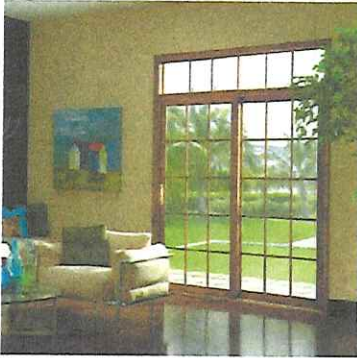
425 Randolph New French Door Specs

[Products](#) [Ideas & Learning](#) [Support](#) [For Pros](#)

[HOW TO BUY](#) [CONTACT US](#) [SUPPORT](#)

#1 MANUFACTURER OF
WINDOWS
IN NORTH AMERICA

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[OUR PATIO DOORS](#) +
[BRANDS](#) +
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[FOR WINDOW PROS](#)
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PLY GEM

200 Series Patio Doors

NEW CONSTRUCTION – WOOD COMPOSITE

0.0 [No Reviews](#) [Write the First Review](#)

The 200 series hinged and sliding patio doors combine the look of wood with the durability of cellular PVC. They're paint-ready for endless color options and are available with stylish metal hardware finishes.

2 Interior Color Options

1 Exterior Color Options

[WHERE TO BUY](#)



Due to screen resolution limitations, product colors may not be exactly as shown.

FRENCH SWINGING DOOR



5/8" Flat GBG



5/8" Sculptured GBG



7/8" Flat GBG



7/8" SDL



1-1/4" SDL



7/8" Wood Removable Grilles



1-1/16" Wood Removable Grilles

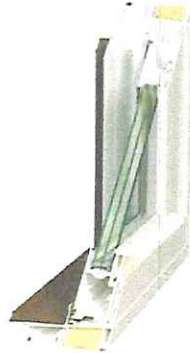
7/8" SDL FOR FRENCH DOOR

425 Randolph New Window Specs



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[HOW TO BUY](#) [CONTACT US](#) [2024-25](#)



Triple-pane insulating glass unit with optional R-Core[®] foam in the mainframe provides superior insulating performance.



EAST PRO SERIES

FEATURES & BENEFITS

Perfect-fit, custom sized replacement windows that are built for your home.

Durable vinyl is an excellent insulator for enhanced efficiency and will never need to be painted or sanded.

Energy-efficient glass options help lower energy costs while keeping your home comfortable during any season, wherever you live.

Additional glass options are available to meet your solar, sound, security and privacy needs.

Each window is designed with multiple layers of strategically placed weatherstripping for excellent protection against wind and rain.

Select optional R-Core[®] foam in the mainframe for optimal thermal performance.

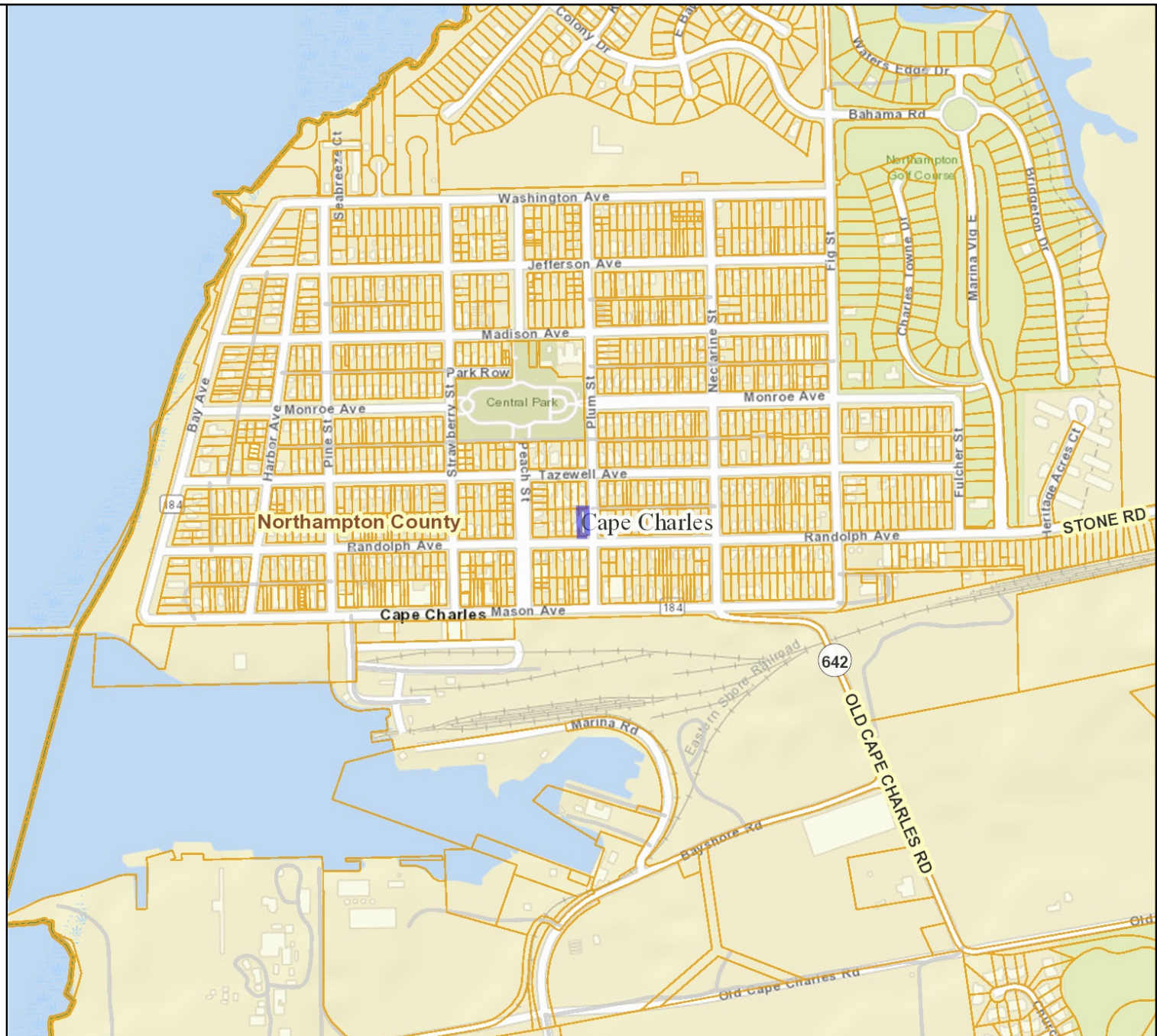
Exacting designs help ensure Pro windows are easy to open, close, slide, tilt and lock.

From bold exterior colors to classic neutrals and

Northampton County, Virginia

Legend

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



Feet
0 200 400 600 800
1:9,028 / 1"=752 Feet

Title: 425 Randolph Avenue

Date: 4/23/2021

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 is not responsible for its accuracy or how current it may be.



HISTORIC DISTRICT REVIEW BOARD STAFF REPORT

Meeting Date: May 18, 2021

Item #: 6L – 524/526 Peach Street

Prepared by: Katie H. Nunez, Interim Zoning Administrator

Date: May 11, 2021

APPLICANT: William Tsapatsaris &
Tracey Deal, Owner
Tommy Rosen, Contractor

TYPE OF APPLICATION: Certificate of Appropriateness

SITE ADDRESS: 524/526 Peach Street

WORK TO BE PERFORMED: Raise and add new foundation; 420 sq. ft addition on rear of house; add handrails & steps to front porch

TAX MAP: 83A1-1-181D & 180C

CURRENT ZONING: Residential (R-1)

LOT SIZE: 4,090 sq. ft.

HISTORIC REGISTER: Not listed.

DATE APPLICATION RECEIVED: November 1, 2021

PRE-APPLICATION MTG: May 18, 2021

DATE APPLICATION DEEMED COMPLETE: April 2, 2021

LEGAL DEADLINE: HDRB Decision (60 Days from Complete Application): June 1, 2021

The applicant is seeking to raise the house to 32" (end state) and pour a concrete foundation. Foundation will include aprons and a stucco veneer. Foundation will extend beyond original footprint with a proposed addition on the rear of the building of 15' x 28' (420 sq. ft.)

MATERIALS:

Windows: Anderson Woodwright double hung windows six over one or equal.

Siding: vinyl siding, to match existing siding

Roofing: Architectural shingles to match existing roof

Wood Handrails and steps to match the existing wood decking on front porch.

Foundation: Block with stucco finish

STAFF ANALYSIS

ZONING COMPLIANCE:

The proposed project 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.

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.

FOUNDATION, Page 52: Stucco has been used frequently in the district for exterior covering and specific elements. Parging, a variation of stucco, has been used as a coating overbrick and block.

WINDOWS & DOORS: Page 23 (Additions)

STAFF RECOMMENDATION:

Staff is recommending review of the Pre-Application by the HDRB and determine if the proposed exterior renovations are within the Historic District Guidelines, including the raising of the house and provide for a new concrete foundation. If the application is deemed complete and sufficient, the Board may wish to consider approval of the Certificate of Appropriateness, based upon the application submitted November 1, 2020 and further amended as of April 2, 2021, 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: William Tsapatsaris Tracey Deal
Mailing Address: 2211 Carbon Hill Drive Midlothian, VA 23113
Phone Number: (804) 662-0419 Email: billtsapatsaris@gmail.com
(804) 387-1762 deal.beachgirl@gmail.com

PROJECT SUMMARY

Address of Project: 524-526 Peach Street Cape Charles, VA 23310
Application Type (rezoning, variance, etc.): residential permit
Total Acreage of Project: original house 24ft x 28ft, addition 15ft x 28ft

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

THIS DUPLEX IS SLOWLY SINKING AS THERE IS NO FOUNDATION OR SLAB - ONLY
PIERS. OUR INTENT IS TO RAISE THE HOUSE TO 32" (END STATE) AND
POUR A CONCRETE FOUNDATION WHILE ON CRIBS. FOUNDATION WILL INCLUDE
APRONS AND A STUCCO VASEL. FOUNDATION WILL EXPAND BEYOND ORIGINAL
FOOTPRINT WITH A PROPOSED ADDITION ON THE REAR OF BUILDING WITH DIMENSIONS
OF 15' X 28' (ORIGINAL FOOTPRINT IS 24' X 28').
ONCE COMPLETE, WE INTEND TO RENT THE UNITS SEASONALLY.

Signature of Applicant: _____

Date: 11/1/2020

For Internal Use Only:

Pre-Application Meeting Date: _____

Staff Printed Name: _____ Signed: _____

HDRB Rep Printed Name: _____ Signed: _____

William C. Tsapatsaris & Tracey Deal
524 & 526 Peach Street
Cape Charles, VA 23310

House is 25' x 28', 2 stories total of 1,400sq ft
Raise existing house onto new foundation
Block with stucco finish

The house has existing vinyl siding

The house has existing architectural shingles on roof

The house has existing wood decking on front porch

Addition built off rear of house
The addition would match all existing materials on current house

Wood handrails & steps will be added to front porch

House currently sits so low it has no handrails as not needed

See attached window example.
I could not get a window with a sill and put a real wood sill in its place for addition

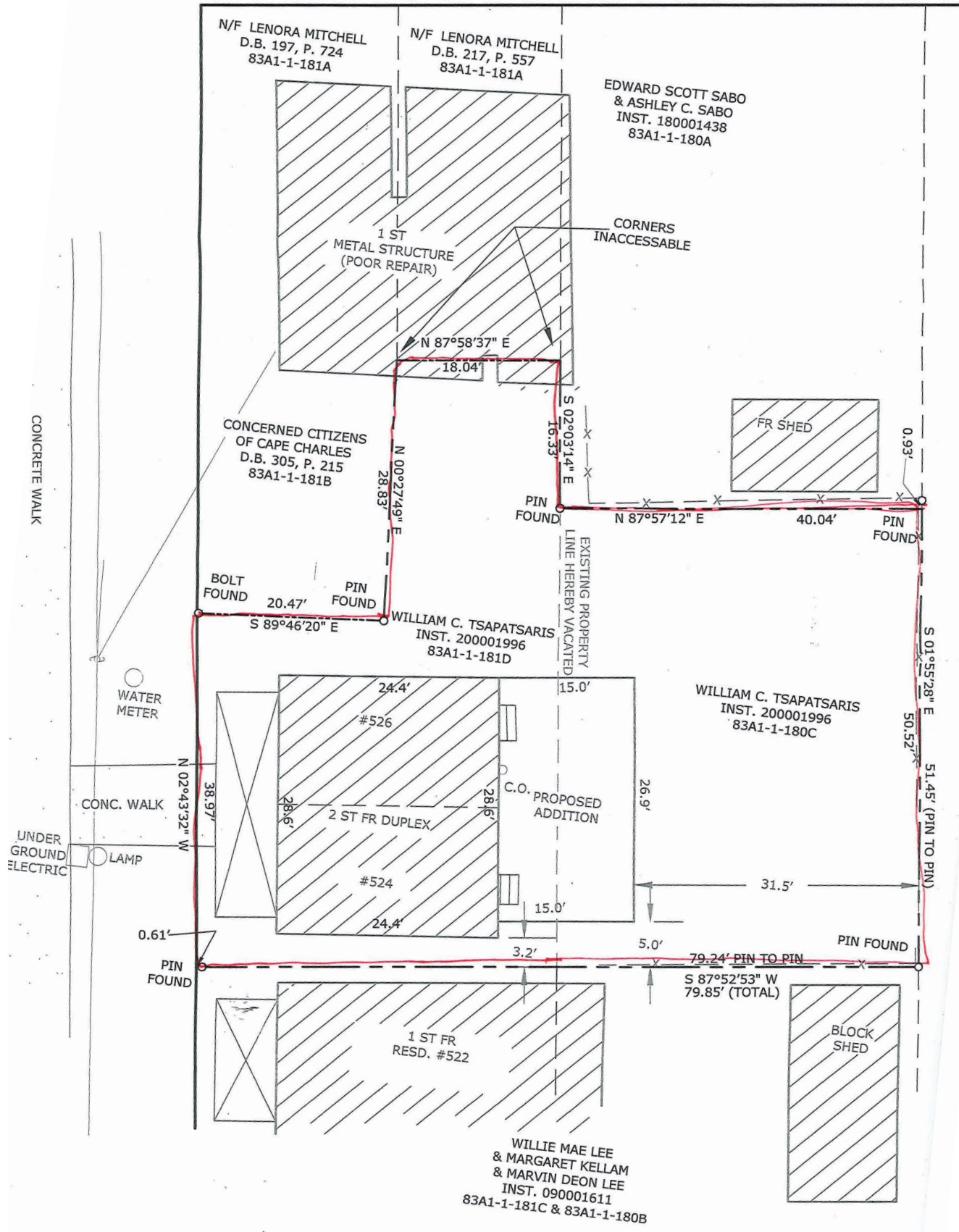
All windows and doors in existing home to stay as are

All fascia and soffits on addition to match existing house

Roofing to match existing on house

JEFFERSON AVENUE

70' R/W



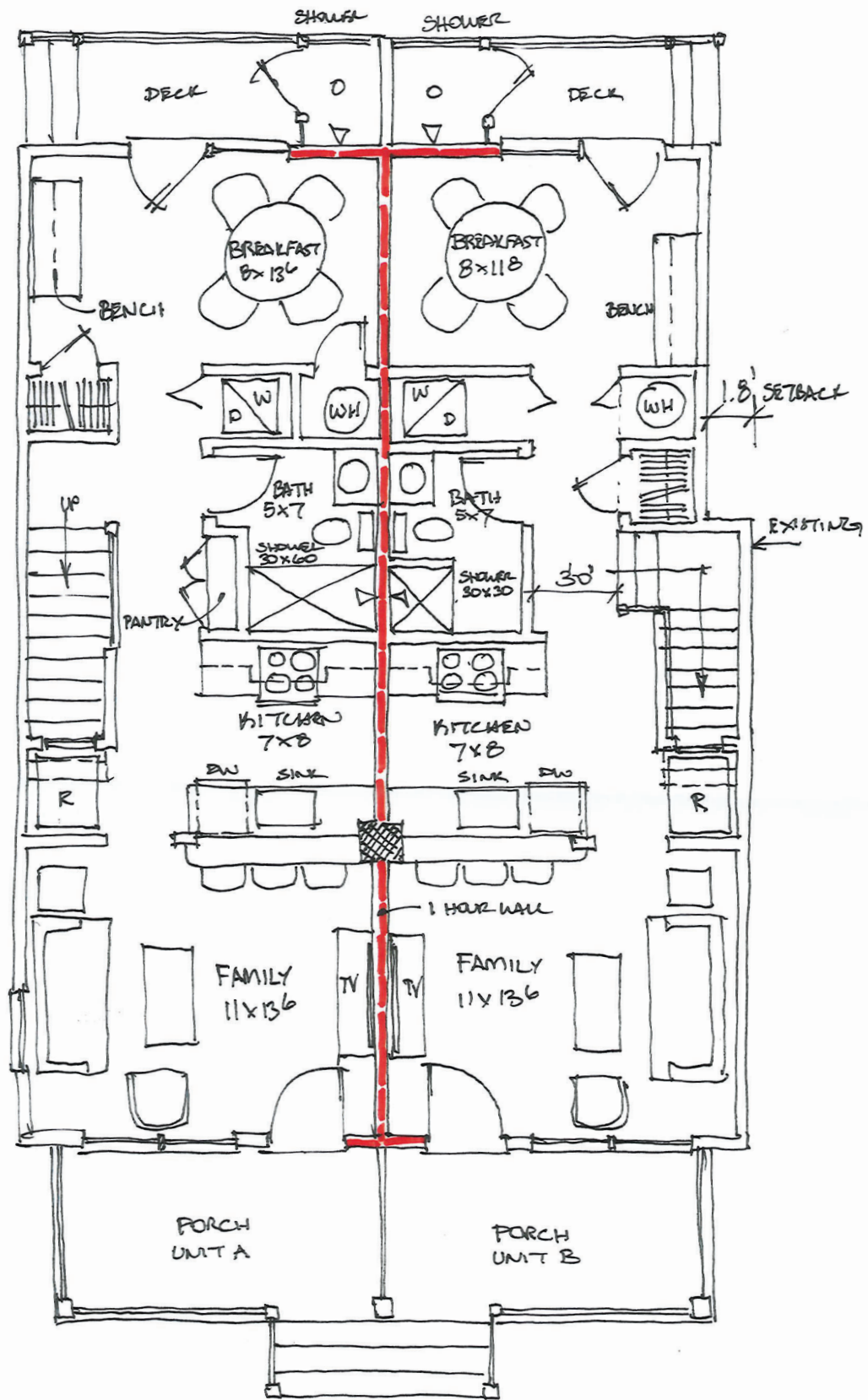
F
P
On
DRAW
BACK



WEST ELEVATION

SCALE: 1/4" = 1'-0"

524 PEACH STREET

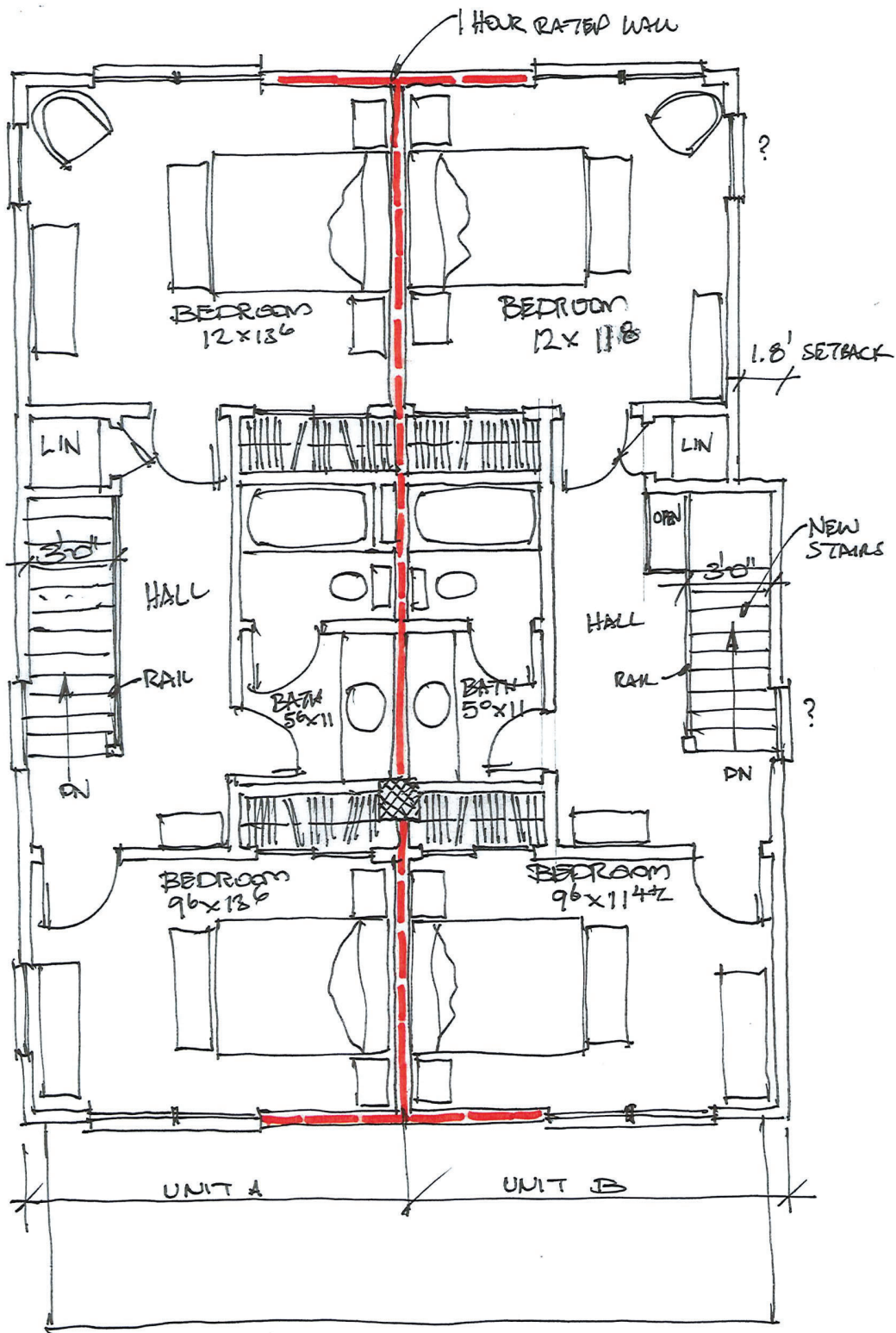


FIRST FLOOR PLAN

1.5.0021

SCALE - 1/4" = 1'0"

524 PEACH STREET



SECOND FLOOR PLAN

1.5.2021

SCALE: 1/4" = 1'-0"

524 PEACH STREET



Interior Exterior

400 SERIES

WOODWRIGHT® DOUBLE-HUNG WINDOW

★★★★★ 4.8 (5)

When you unite classic craftsmanship with Andersen innovation, the result is a beautiful window that's built to last. Andersen Woodwright® double-hung windows with easy tilt-release locks combine old-world character with modern technology, giving you the look you love with the features you need.

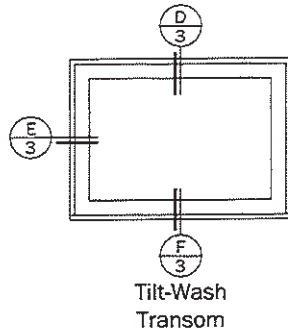
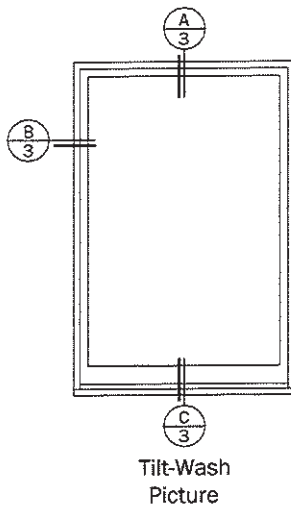
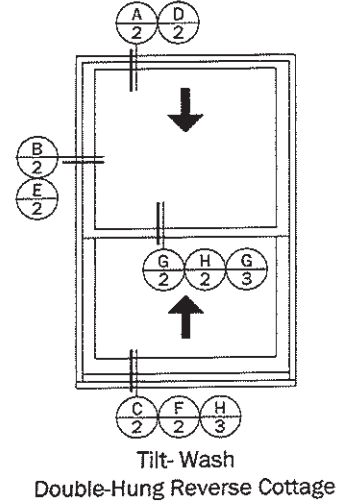
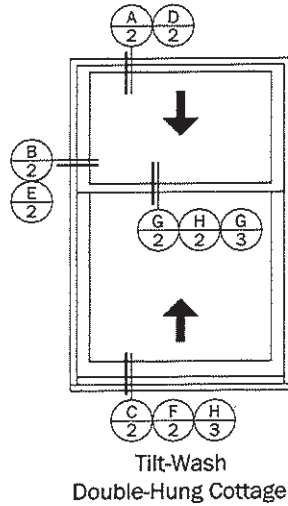
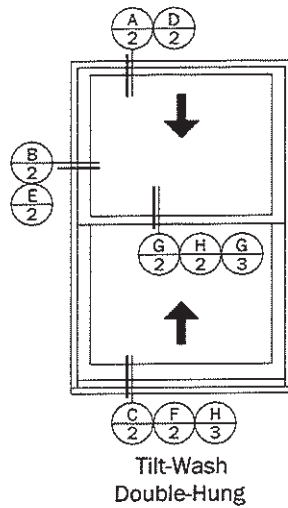
- Classic look with modern performance
- Wood protected by Fibrex® composite exterior
- Great for replacement
- Standard sizes up to 3'10 1/8" wide and 6'4 7/8" high. Custom sizes available.

Need help? Find an [Andersen Certified Contractor](#) in your area.

Feedback

400 SERIES

Tilt-Wash Double-Hung Full-Frame Windows



* Window grid to match existing

Notes:

Details have been optimized for use in architectural software and do not match manufacturing specifications.
Dimensions in parentheses are in millimeters.

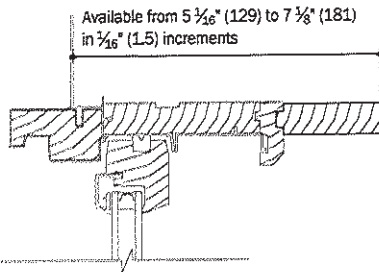
See Pages 4 Thru 6 for Accessories

Date: 10/04/16
Scale: None

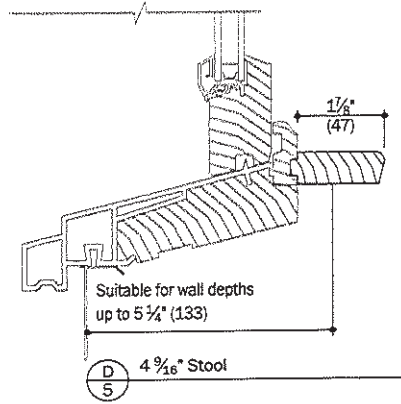
Andersen Windows, Inc. reserves the right to change drawing specifications without notice

400 SERIES

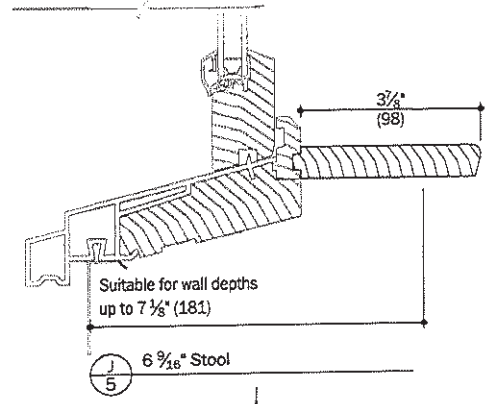
Tilt-Wash Double-Hung Full-Frame Windows Accessories



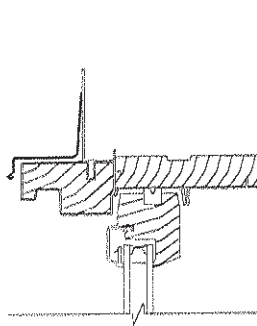
A Extension Jamb



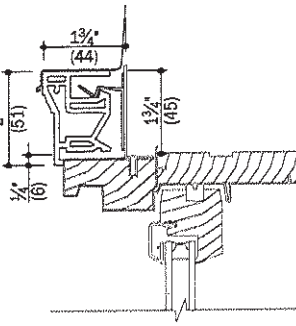
D 4 9/16" Stool



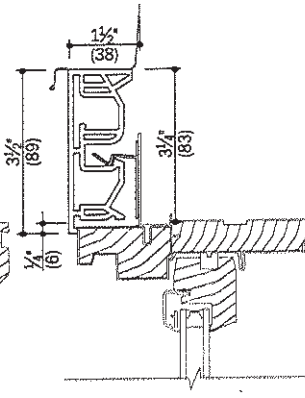
J 6 9/16" Stool



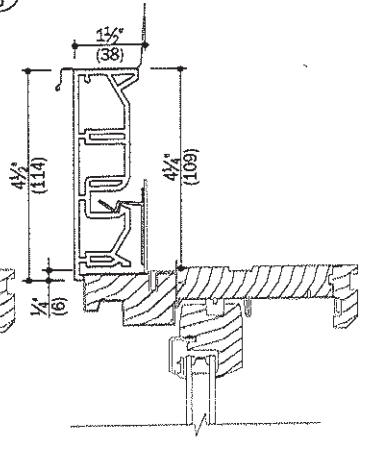
B Drip Cap



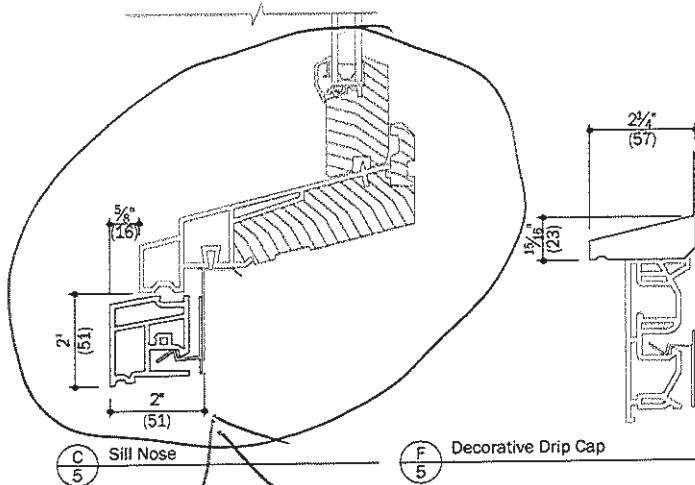
E 2" Brick Mould



G 3 1/2" Flat Casing

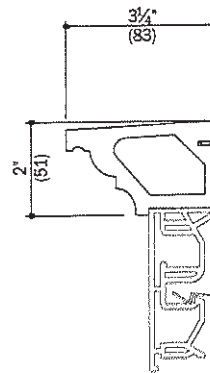


K 4 1/2" Flat Casing

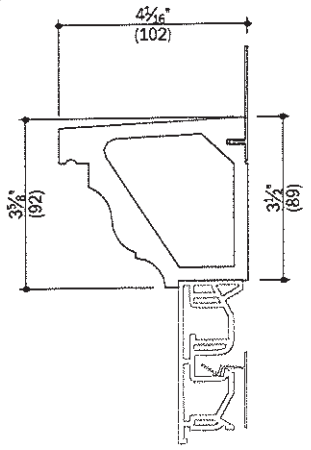


C Sill Nose

F Decorative Drip Cap



H 2" Cornice



L 3 5/8" Cornice

Window sill

Notes:

Details have been optimized for use in architectural software and do not match manufacturing specifications. Dimensions in parentheses are in millimeters.

Technical Data Sheet

Landmark® Premium Shingles

Landmark® PRO/Architect 80 Shingles (NW Region only)

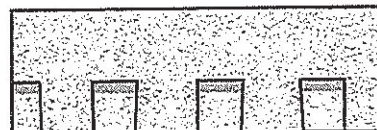
Landmark® PRO Shingles

Landmark® Shingles

CertainTeed
SAINT-GOBAIN

PRODUCT INFORMATION

Landmark shingles reflect the same high manufacturing standards and superior warranty protection as the rest of CertainTeed's line of roofing products. Landmark Premium (and Algae Resistant-AR), Landmark PRO (and AR) and Landmark (and AR) are built with the industry's toughest fiber glass mat base, and their strict dimensional tolerance assures consistency. Complex granule color blends and subtle shadow lines produce a distinctive color selection. Landmark is produced with the unique NailTrak® nailing feature. *Please see the installation instruction section below for important information regarding NailTrak.*



In the Northwest Region Landmark PRO (AR) is double-branded as Landmark PRO/Architect 80 (AR).

Landmark algae-resistant (AR) shingles have the additional attribute of resisting the growth of algae especially in damp regions. AR shingles are not available in all regions

Colors: Please refer to the product brochure or CertainTeed website for the colors available in your region.

Limitations: Use on roofs with slopes greater than 2" per foot. Low-slope applications (2" to 4" per foot) require additional underlayment. In areas where icing along eaves can cause the back-up of water, apply CertainTeed WinterGuard® Waterproofing Shingle Underlayment, or its equivalent, according to application instructions provided with the product and on the shingle package.

Product Composition: Landmark Series shingles are composed of a fiber glass mat base. Ceramic-coated mineral granules are tightly embedded in carefully refined, water-resistant asphalt. Two pieces of the shingle are firmly laminated together in a special, tough asphaltic cement. All Landmark shingles have self-sealing adhesive strips.

Applicable Standards

ASTM D3018 Type I

ASTM D3462

ASTM E108 Class A Fire Resistance

ASTM D3161 Class F Wind Resistance

ASTM D7158 Class H Wind Resistance

UL 790 Class A Fire Resistance

ICC-ES ESR-1389 and ESR-3537

CSA Standard A123.5 (Regional)

Miami-Dade Product Control Approved

Florida Product Approval # FL5444

Meets TDI Windstorm Requirements

Technical Data:

	Landmark (and AR)	Landmark PRO* (and AR)	Landmark Premium (and AR)
Weight/Square (approx.)	222 / 238 lb **	250 / 270 lb **	300 lb
Dimensions (overall)	13 1/4" x 38 3/4"	13 1/4" x 38 3/4"	13 1/4" x 38 3/4"
Shingles/Square (approx.)	66	66	66
Weather Exposure	5 5/8"	5 5/8"	5 5/8"

*Includes Landmark PRO AR/Architect 80

**Dependent on manufacturing location

Application: The recommended application method is the 'Five-Course, Diagonal Method' found on each bundle of shingles. In this method, shingle course offsets are 6" and 11". Instructions also may be obtained from CertainTeed. These shingles may be used for new construction or for reroofing over existing Metric-sized shingles.

Flashing: Use corrosion-resistant metal flashing.

Hips and Ridges: For capping hip and ridge apply CertainTeed Shadow Ridge®, Cedar Crest® or Mountain Ridge® shingles of a like color.

MAINTENANCE

These shingles do not require maintenance when installed according to manufacturer's application instructions. However, to protect the investment, any roof should be routinely inspected at least once a year. Older roofs should be looked at more frequently.

WARRANTY

Landmark Premium (and AR), Landmark PRO/Architect 80 AR, Landmark PRO (and AR), and Landmark (and AR) shingles carry a lifetime limited, transferable warranty to the consumer against manufacturing defects. In addition, Landmark Premium (and AR), Landmark Premium/Architect 80, Landmark PRO (and AR), and Landmark (and AR) carry 10-years of SureStart™ Protection. For specific warranty details and limitations, refer to the warranty itself (available from the local supplier, roofing contractor or on-line at www.certainteed.com).

FOR MORE INFORMATION

Sales Support Group: 800-233-8990

Web site: www.certainteed.com

See us at our on-line specification writing tool, CertaSpec®, at www.certainteed.com/certaspec.

CertainTeed Roofing
20 Moores Road
Malvern, PA 19355

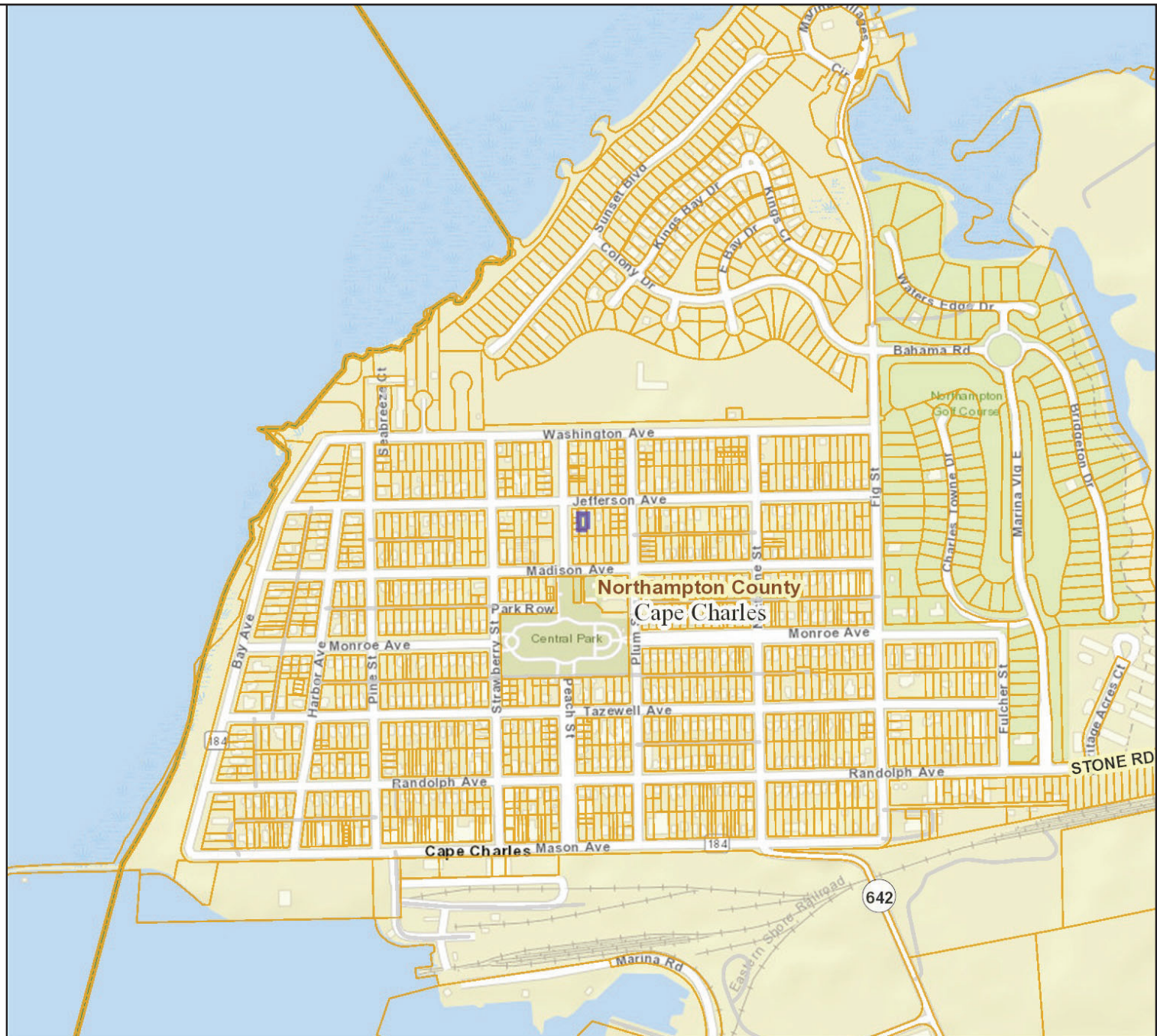
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CertainTeed
SAINT-GOBAIN

Northampton County, Virginia

Legend

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



Feet
0 200 400 600 800
1:9,028 / 1"=752 Feet

Title: 524/526 Peach Street

Date: 5/12/2021

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 is not responsible for its accuracy or how current it may be.



HISTORIC DISTRICT REVIEW BOARD STAFF REPORT

Meeting Date: May 18, 2021

Item #: 6M – 618 Randolph Avenue

Prepared by: Katie H. Nunez, Interim Zoning Administrator

Date: May 11, 2021

APPLICANT: Jeffrey & Katie Palmore

SITE ADDRESS: 618 Randolph Avenue

TAX MAP: 83A3-1-552

LOT SIZE: 5,600 sq. ft.

TYPE OF APPLICATION: Pre-Application Certificate of Appropriateness

WORK TO BE PERFORMED: Renovate the exterior, remove the chimney and rebuild the addition

CURRENT ZONING: Residential (R-1)

HISTORIC REGISTER: Contributing Structure

Description: Ca. 1890, Folk Victorian

DATE APPLICATION RECEIVED: April 23, 2021

PRE-APPLICATION MTG: May 18, 2021

DATE APPLICATION DEEMED COMPLETE:

LEGAL DEADLINE: HDRB Decision (60 Days from Complete Application): June 1, 2021

The applicant is seeking to renovate the house and rebuild the addition on the back of the office as follows:

- 1) Replacing roof – already approved and received building permit – using same materials of Timberline Roofing Shingles, Oyster Gray. Propose to use the same roofing material on the proposed addition.
- 2) Siding: seeking to reclaim the original wood siding beneath the current vinyl siding on the main house. On the proposed addition, proposing 7 inch Hardiplank siding. Seeking staff authorization to allow a substitution of Hardiplank if the original wood siding is rotted or damaged or not in a condition to serve as the exterior siding for the house.
- 3) Rear Chimney: it is cracked and damaged, missing bricks and unstable foundation. Have obtained structural engineering report who is recommending removal.
- 4) Shutters: remove the current shutters on the front of the house.
- 5) Windows: Preserve the wood casings, jambs & sills; replace the sashes using new, vinyl inserts and keep all other parts of the windows intact. Two over two windows and retain all window sizes the same as the original openings. Windows would have SDL Muntin. Vinyl windows. In the front, the gable window is missing – wish to replace.

On rear of house, change the size of one window on the second floor to provide room to reconstruct roof on the back of the house – the sill of this east facing window (which cannot be seen from the street) will be raised a few inches to allow for the new, more appropriate, roof.

- 6) Exterior Doors: replace all doors with new doors (front and back – steel doors). Back patio doors will be fiberglass French doors.

- 7) Existing Rear Addition(s) – rebuild and connect these currently singular spaces into a unified space across the back of the house with a slight expansion.
- 8) Fence: Six foot fence at the back of the property with pressure-treated pine, dog eared and shadow box fence style.

MATERIALS:

See attached documentation provided by the applicant.

STAFF ANALYSIS

ZONING COMPLIANCE:

The zoning review is pending the receipt of the completed survey/site plan.

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 & DOORS: Page 23 (Additions)

STAFF RECOMMENDATION:

Staff is recommending review of the Pre-Application by the HDRB and determine if the proposed exterior renovations are within the Historic District Guidelines.

Staff 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: Jeff & Katie Palmore

Mailing Address: 406 Poplar Hill Court, Henrico, VA 23229

Phone Number: 804-514-4212 Email: jeffpalmore@gmail.com

PROJECT SUMMARY

Address of Project: 618 Randolph Avenue

Application Type (rezoning, variance, etc.): Certificate of Appropriateness - HDRB

Total Acreage of Project: _____

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

Exterior renovation - siding, doors, windows, revised non-historic addition on the
rear of the house; rear porch, fence.

Please see attached detail.

Signature of Applicant: _____

Date: _____

4/20/21

For Internal Use Only:

Pre-Application Meeting Date: _____

Staff Printed Name: _____ Signed: _____

HDRB Rep Printed Name: _____ Signed: _____

618 Randolph Avenue



We are excited to bring life back to 618 Randolph Avenue. This home has sat vacant for several years and needs significant work to be habitable again.

Our goal with this renovation is to make the property usable for our family while also helping the preserve historic architectural features of the home and make it consistent with the surrounding properties. The changes we are proposing are to make sure the home is repaired to working order, energy-efficient, safe for our small children, and to improve the non-historic additions on the back of the house. We are proposing minor changes to the footprint in the back of the house.

Roof

The roof currently has architectural shingles that are in severe need of replacement. There are numerous leaks throughout that make repair impractical. For the main part of the house and the front porch, we are using similar materials to restore the roof to as nearly as practical a condition prior to the deterioration, decay, and damage with no substantial change in design or materials (Timberline HD roofing shingles - Oyster Gray). We have a building permit for this work (Permit No. PB210047), and this work is commencing.

For the roof on the revised, non-historic additions in the back of the house described herein, we are proposing to use the same materials, Timberline Roofing Shingles (Oyster Gray). This is similar to the existing roofing material on the existing parts of the addition. The entire structure will use the same roofing material, making it consistent and cohesive.

Siding

The exterior of the home currently has vinyl siding. We are hoping that the original wood siding underneath is salvageable and can be used.

As noted above, there is a non-historic addition in the back that we are proposing to revise. This portion of the house does not have any historic siding underneath the vinyl. We would propose to use 7-inch Hardiplank siding for this new addition in the back. We will endeavor to make this cohesive and consistent with the historic part of the house.

We will not know the condition of the original wood until we remove the vinyl siding and are able to see the original wood. To the extent that the wood is rotted, damaged, or otherwise not in a condition to serve as the exterior of the house, we would request that the Board delegate to staff the ability to authorize an alternative (i.e., Hardiplank).

Rear Chimney

There is a chimney in the back of the house that appears to have been for a wood-burning stove. As you can see in the attached pictures, the chimney is damaged and appears to create a very dangerous situation. There are missing bricks, large cracks, and an unstable foundation.

As you can see from the enclosed report from the structural engineer who inspected the chimney, it presents a safety hazard. For these reasons, we request permission to remove this chimney .

Shutters

Non-historic shutters are on the front of the home that we propose to remove to restore the house to its historic look.

Windows

The house currently has a combination of wood, aluminum, vinyl, and missing windows. We would like to bring consistency to the home while also using an option that will be safe and energy efficient.

We are proposing to preserve the wood casings, jambs, and sills, but replace the sashes using new, vinyl inserts, keeping all other parts of the windows intact. We are proposing to use two-over-two windows and keep all window sizes the same as the original openings. The windows would have SDL muntin. The remaining wood windows are in very poor condition and create a safety hazard for our two young boys who could easily break a window or have trouble opening them (and a storm window) in case of an emergency and eliminate any chances of lead-based paint.

Other homes in this block that use vinyl windows include 606, 611, 614, 619, 623, 626, 628, 629, 631, 633, 634, 637, 641, 642, 645, 649, and 654 Randolph Avenue.

If replacement of window casings is needed, any new window casings will match the existing casings and will be constructed with composite materials designed to match the existing. The same would apply for the new addition in the back.

For the missing gable window on the front, we propose to have a new window made that will look similar to what would have originally been here (using other houses in town as examples) that is consistent with the rest of the house and that meets building code requirements.

We are proposing to change the size of one window on the rear of the house on the second floor to provide room to reconstruct the roof on the back of the house. The sill of this east facing window (that cannot be seen from the street) will be raised a few inches to allow for the new, more appropriate roof.

Existing Rear Addition

There are two, non-historic additions on the back of the house -- a bathroom on the southeast corner and a utility room on the southwest corner. The structure and foundations on both of these are in bad shape, and the additions are in need of total rebuilding no matter what.

We are proposing to rebuild these two spaces and connect them with a roof line that will make them consistent with the character of the house, cohesive with each other, and functional for use. As you can see from the attached drawings, we are proposing to extend the southeast addition a few feet to the east to allow for construction of a bathroom and a mudroom with an exit door. The existing utility room will become a screened-in porch. Screens will be behind the columns. The flooring for the decking will be pressure-treated lumber.

A new, hipped roof for these two rebuilt structures will be constructed to make the back cohesive and consistent.

Exterior Doors

All doors of the home are in need of replacement. None are original. We propose to

replace them with new doors, using styles that are consistent with other doors in town. Our proposed selections are included in the attached materials. The front door will be replaced with a similar door that is already there with a transom. The front door and back door (to the new mudroom) will be steel doors. The back patio doors will be replaced with fiberglass French doors.

Fence

We would like to request permission to construct a six-foot fence at the back of the property. We are planning to use a dog-eared, shadow box fence style using pressure-treated pine.

Michael W. Schooley, P.E., PC
Structural Engineer
4313 Bonney Road, Virginia Beach, VA 23452
(757) 222-1021 Phone (757) 962-5468 Fax
MW Schooley@smallpotatoeseng.com

April 15, 2021

Claudine Pierce
Peacock Cottage
10 Tazewell Avenue
Cape Charles, Virginia 23310
703-609-5818
mypeacockcottage@gmail.com

RE: Structural Engineers Review of Structure and Chimney for 618 Randolph Avenue

Dear Claudine,

At your request, we conducted a site visit to 618 Randolph Avenue located in the town of Cape Charles, Virginia on April 4, 2021. The purpose of our site visit was to review the structural condition of the house under renovation. Specifically, regarding the chimney at the middle rear elevation to determine whether this chimney could economically be salvaged. Our review consisted of visual observations made around the perimeter of the residence, in the interior of the residence. The scope of our review was limited to the concern stated above. We did not make a comprehensive or general structural review of the residence. We did not perform any material, environmental, or soils testing. We did not employ any testing apparatus in our investigation.

The residence at 618 Randolph Avenue is a folk Victorian style house originally constructed circa 1920. The structure of the home is light wood framing over a crawl space supported on shallow foundations. The home has a front porch that extends along the front elevation covered with a roof. The home has a partial third story under the main roof which is a gable style roof with ridge runners from front to rear. The roof over the front porch is a low pitch shed roof. The home has an original chimney located at the

RE: Structural Engineers Review of
Page 2 of 2

middle rear elevation and the chimney is distressed. Whether or not we can economically salvage the chimney is the concern of this letter.

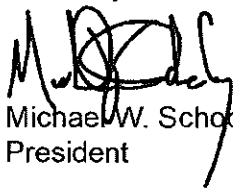
Our review around the perimeter revealed there were no indications of structural related distress to the perimeter walls, roof slopes, or foundations. The walls are true and plumb. At the rear elevation of the home there is an addition that is on a CMU block foundation and excavation revealed there is no concrete footer under the foundation walls from the addition. This addition is behind the chimney of concern that is going to be demolished and reconstructed.

Our review of the interior revealed the home is balloon framed with a ribbon board supporting the 2nd floor joist. At The middle rear elevation, we noted a brick masonry chimney that is 16 x 16 at the base. We noted that there is a hole for the flue that has been widened and the flue tile is damaged. The brick chimney has a vertical crack in it that extends up from the flue hole that extends to the second-floor ceiling. We noted above the roof the chimney widens with corbel and this configuration is potentially unstable.

Based on our review and analysis of our observations we feel the chimney is in poor condition. The chimney is for use of a stove and is functionally obsolete and the flue liner is questionable. At this point in time the chimney is an unstable object supported on brick masonry that is in poor condition. We feel that it would improve the safety of the home in general to remove this chimney and accordingly we recommend removing the chimney down to the ground. We do not feel it is economical to attempt to brace or repair the chimney.

If you have any questions, please do not hesitate to contact us.

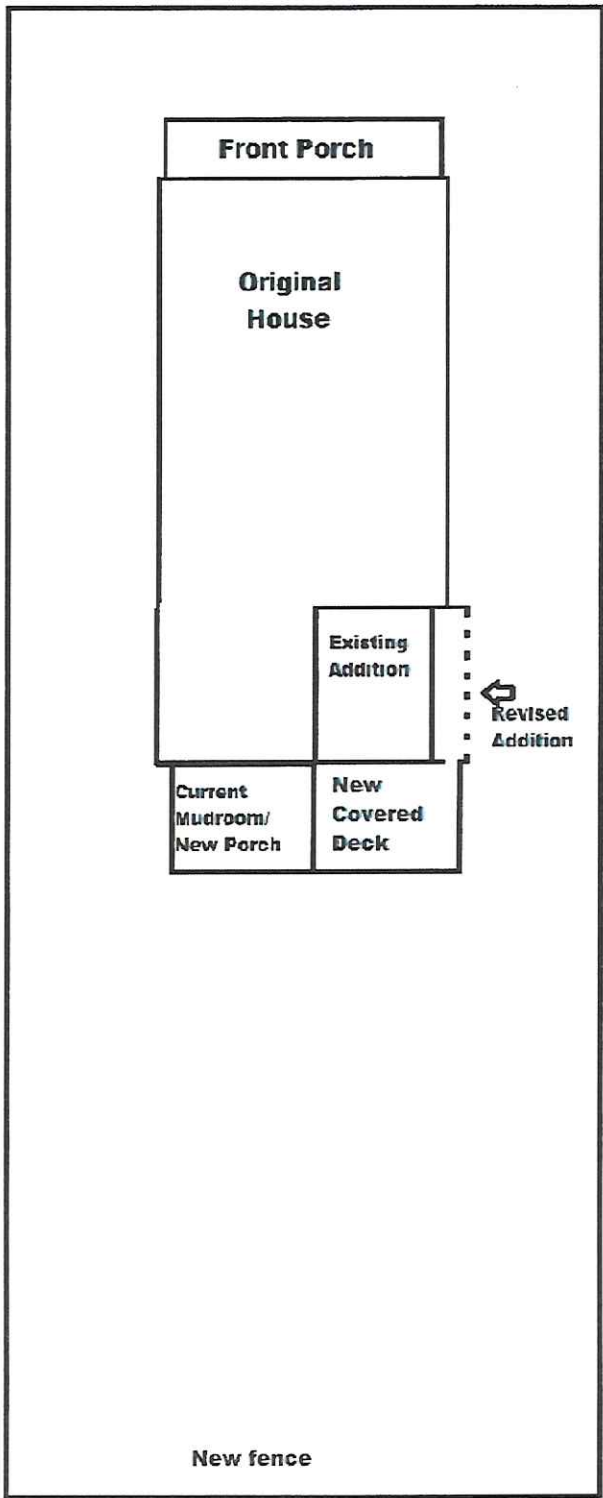
Sincerely,

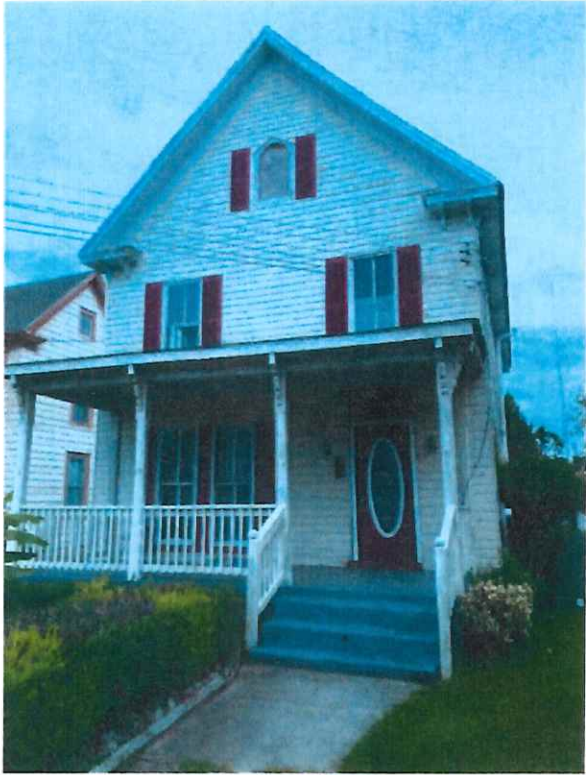


Michael W. Schooley, P.E.
President

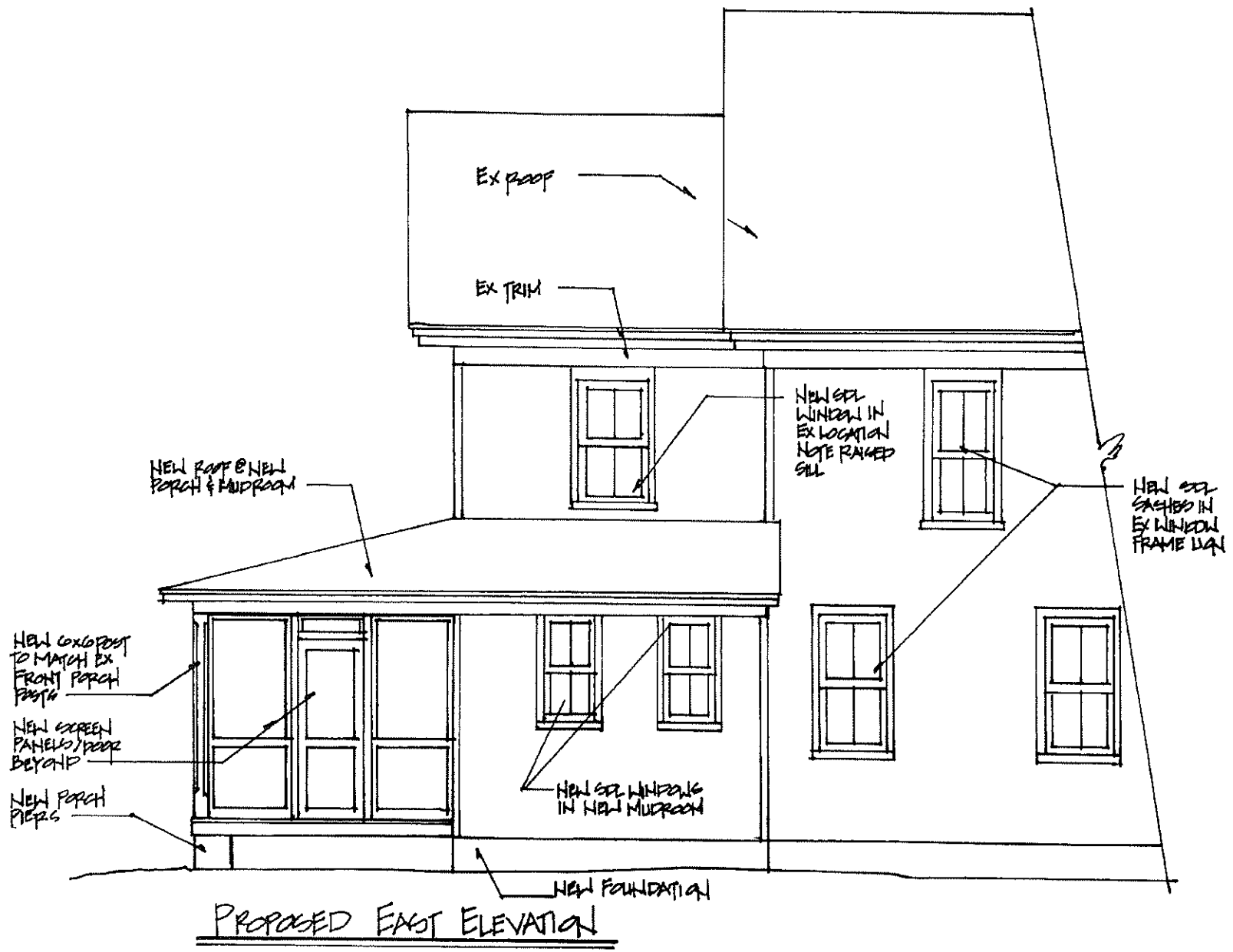


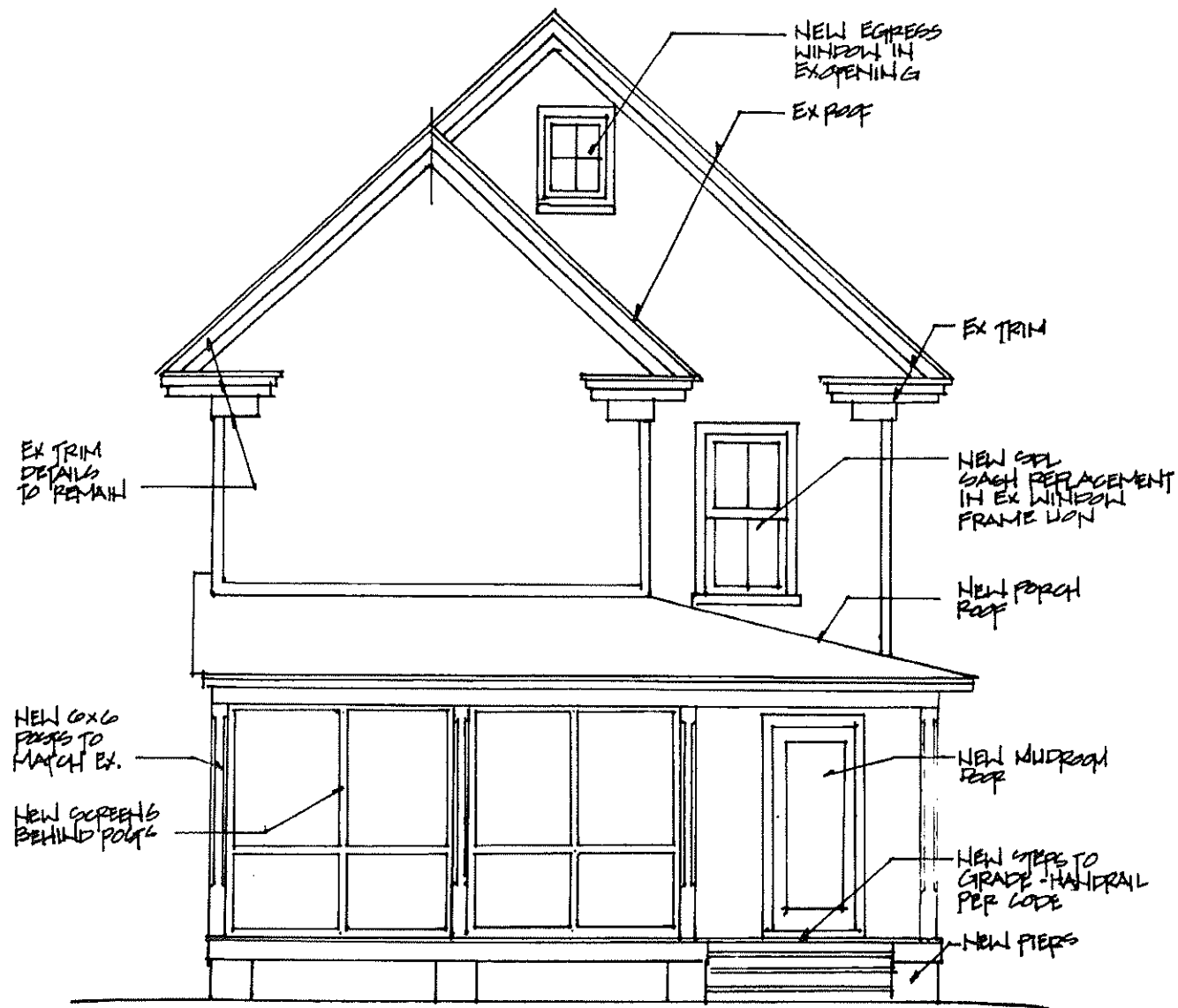
Randolph Avenue



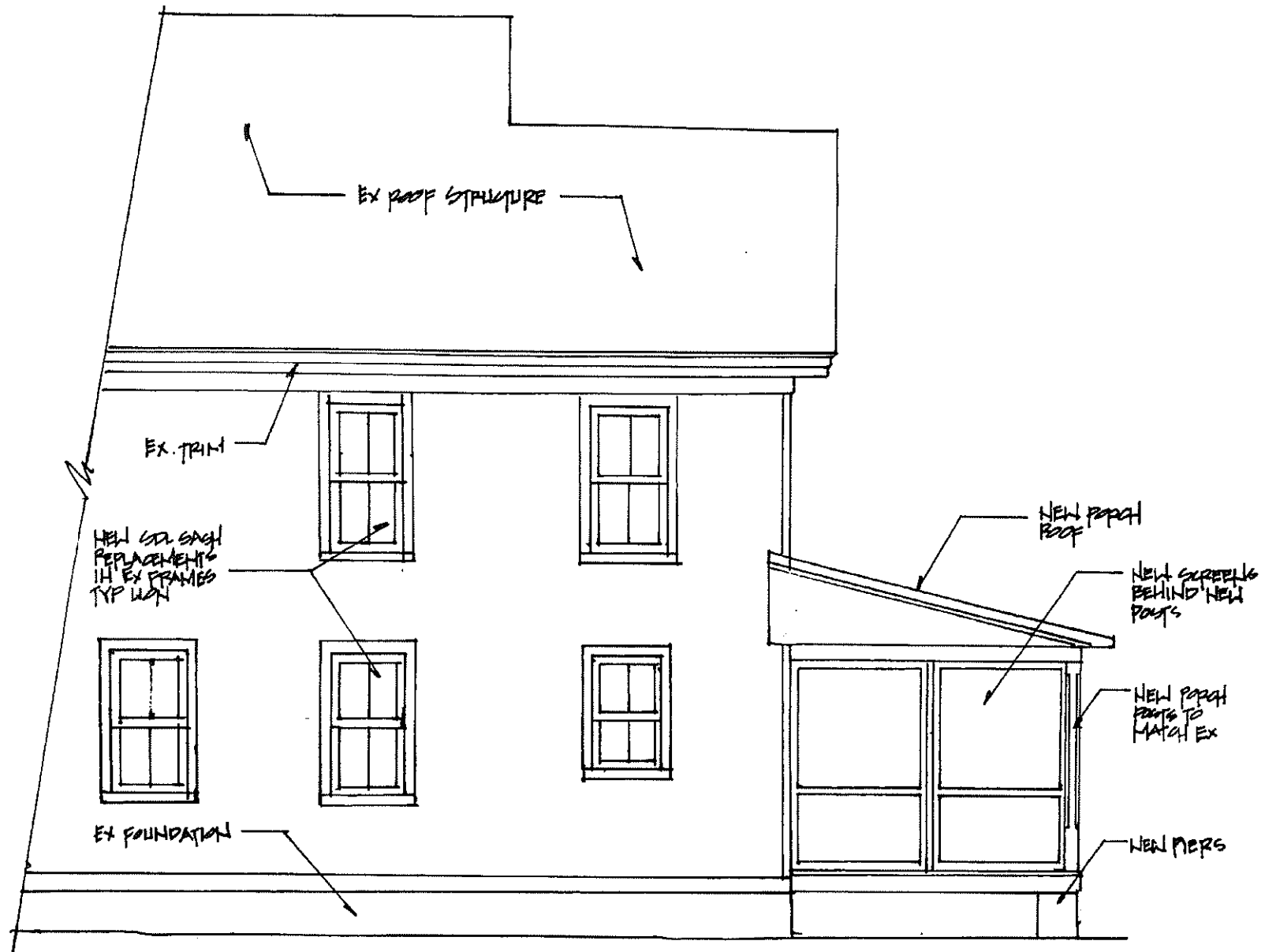








PROPOSED REAR ELEVATION



PROPOSED WEST ELEVATION

618 Randolph Avenue - Materials Specifications List

Windows - InVision Model 68 Double Hung Windows with SDLs

Siding- Hardiplank 7" wide planks, 5/16" thick

Roofing – Timberline HD Architectural Shingles – Oyster Grey

Front Door and Back Door – ProVia Legacy Steel Door

French Patio Doors - ProVia Fiberglass French Doors

Decking – Pressure-treated wood

New Piers on add screened-in porch – Concrete block with brick façade



Model 6800 Double Hung Vinyl Windows

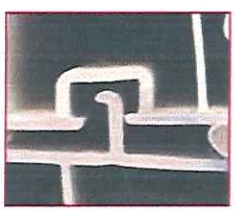
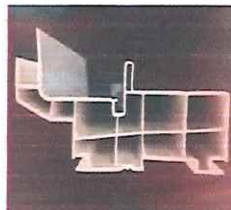


Features & Benefits

• **Replacement & New Construction** applications.

- **Extreme structural strength**, base window includes InNergy composite reinforcement for a *PG-55 structural and water rating on double hung gateway test size of 40" x 63" and withstands wind driven rain and winds to 148 mph.
- **Extreme energy efficiency**, outperforms virtually any window on the market.
- **Up to 14% more glass and light** than many traditional wood and vinyl windows.
- **Over 20% more vinyl** by weight than many typical vinyl double hung windows.
- **Minimal air infiltration** Outperforms virtually any other window. Up to 15 times less air leakage than ENERGY STAR qualification.
- **Obsoletes the questionable practice of foam filling** through the strategic placement of numerous internal vinyl walls, creating multiple insulating air chambers, plus the benefit of additional window strength.
- **Obsoletes costly krypton gas** in the airspace of triple glass units. The use of plentiful argon gas results in equal or better thermal performance due to InVision's superior window engineering technology.
- **Stunning appearance** from both inside and outside the home.
- **Limited Lifetime Warranty**

Specifications



Balance

Patented Light Lift™ SP Sash Balance System on all InVision double hung windows for easy and quiet lifting and closing.

Hardware

Low profile composite lock and tilt latches provide unobstructed views. Optional **Robo-Sync** lock system eliminates need for tilt latches. Available in several finishes.

Strength

Eleven internal chambers designed for superior structural and thermal performance.

Spacer

Duralite insulating glass spacer technology adds to energy savings and comfort, and greatly reduces condensation in winter months.

Interlock

Patented storm interlock design for maximum structural performance.

Design Feature

Anti-drift design keeps top sash in place when operating lower sash.

Triple Weatherseal keeps out air, water & saves energy.

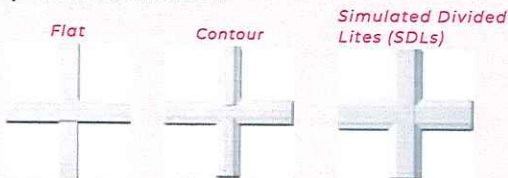
Patented Bulb Seal design at head for tight compression reduces air infiltration for energy savings.



Grid Options

Internal grids allow for easy window cleaning. These grids are available in both contoured or flat design and in several distinctive patterns.

Simulated Divided Lites (SDLs) are permanently adhered to the glass panes inside and out and create the appearance of a true multi-paned window.



Color Options

- White & Clay Exterior
- Four different interior laminate woodgrains in stock.



- Unlimited exterior custom and color matching paint colors.

TrueView FlexScreen

Standard on all InVision casement, awning and painted windows. Optional on double hungs and sliders.

- Eliminates bowed and improper screen fit.
- Effortless installation and easy removal.
- Eliminates unsightly screen frame lines.



Interstate Window & Door Co.

3000 North Township Blvd.
Pittston, Pennsylvania 18640
800-338-9997
www.interstatebldg.com

* National Fenestration Rating Council



InNERGY
Rigid Thermal Reinforcements

Superior Thermal Performance

Windows fabricated with InNERGY fiberglass composite inserts result in a new, more efficient system with all the strength and structural reinforcement of aluminum, but with a whole new set of high thermal performance benefits for the home.

- Up to 700 times better thermal performance than aluminum.
- Impervious to cold or heat.
- Better protection against condensation.
- Windows tested and resist impact better than other thermal reinforcements.

Size Specifications

Minimum Window Size

Width: 15½"

Height: 24"

Maximum Window Size

Width: 56"

Height: 91"

Max. UI - 147"

WHOLE WINDOW NFRC* CERTIFIED GLASS PACKAGES

	U-Factor	SHGC
Dual Energy Saver		
Double Hung - Low E + clear; argon	.26	.30
with Energy Saver IS - Low E + Low E inside surface; argon	.23	.28
Dual HeatGuard 362 - Low E 362 + clear; argon	.26	.21
Triple Traditional	.21	.27
Low E + clear + clear; argon + argon		
Triple Fuel Saver		
Double Hung - Low E + Low E + clear; argon + argon	.16	.23



Extreme energy efficiency • Outperforms virtually any window on the market. U-Factors as low as .13!

Structural Ratings, Gateway test size: 40" x 63", Model 6800 Double Hung

Ratings for windows may change based on window sizes, special reinforcement and many other factors. Please contact Interstate Technical Sales for project specific ratings. Purchaser is responsible for final choices.

	Structural Load PSF	Air cfm/ft ²	Water PSF No penetration
LCPG40	(60.15)	.05	8.35
LCPG50	(90.23)	.05	8.35

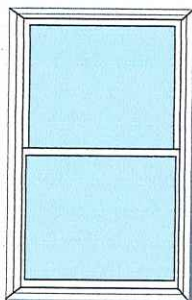
AIR INFILTRATION

The lower the air infiltration, the better a product is at keeping air out, saving energy and keeping you comfortable.

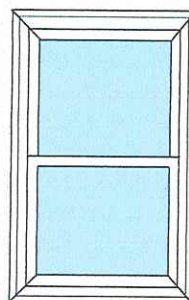


More Glass + More Light = More Window

InVision Vinyl Window



Traditional Windows



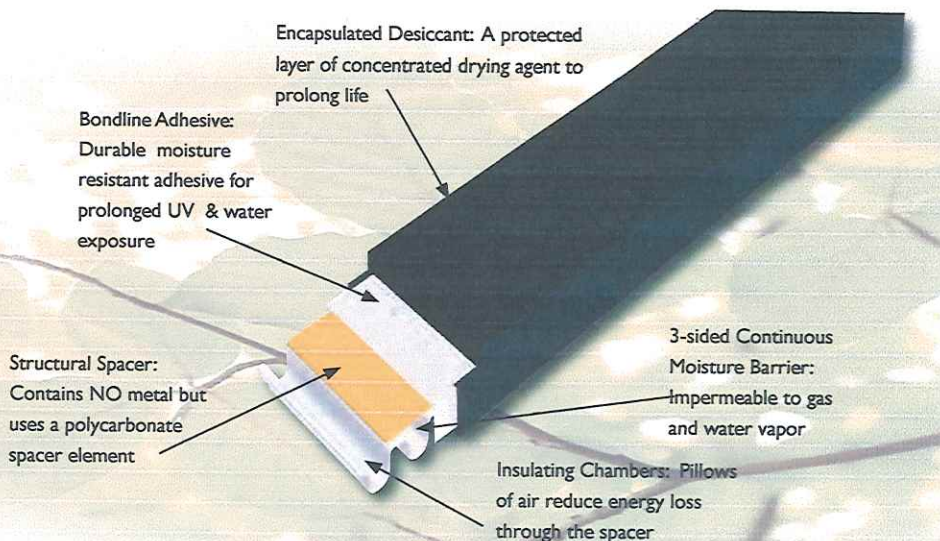
The Model 6800 InVision Window has a narrow, slim-line design to provide up to 20% more glass, light, and beauty. The jamb and sash projections are uniquely expanded slightly toward the exterior which provides extreme thermal and structural integrity.

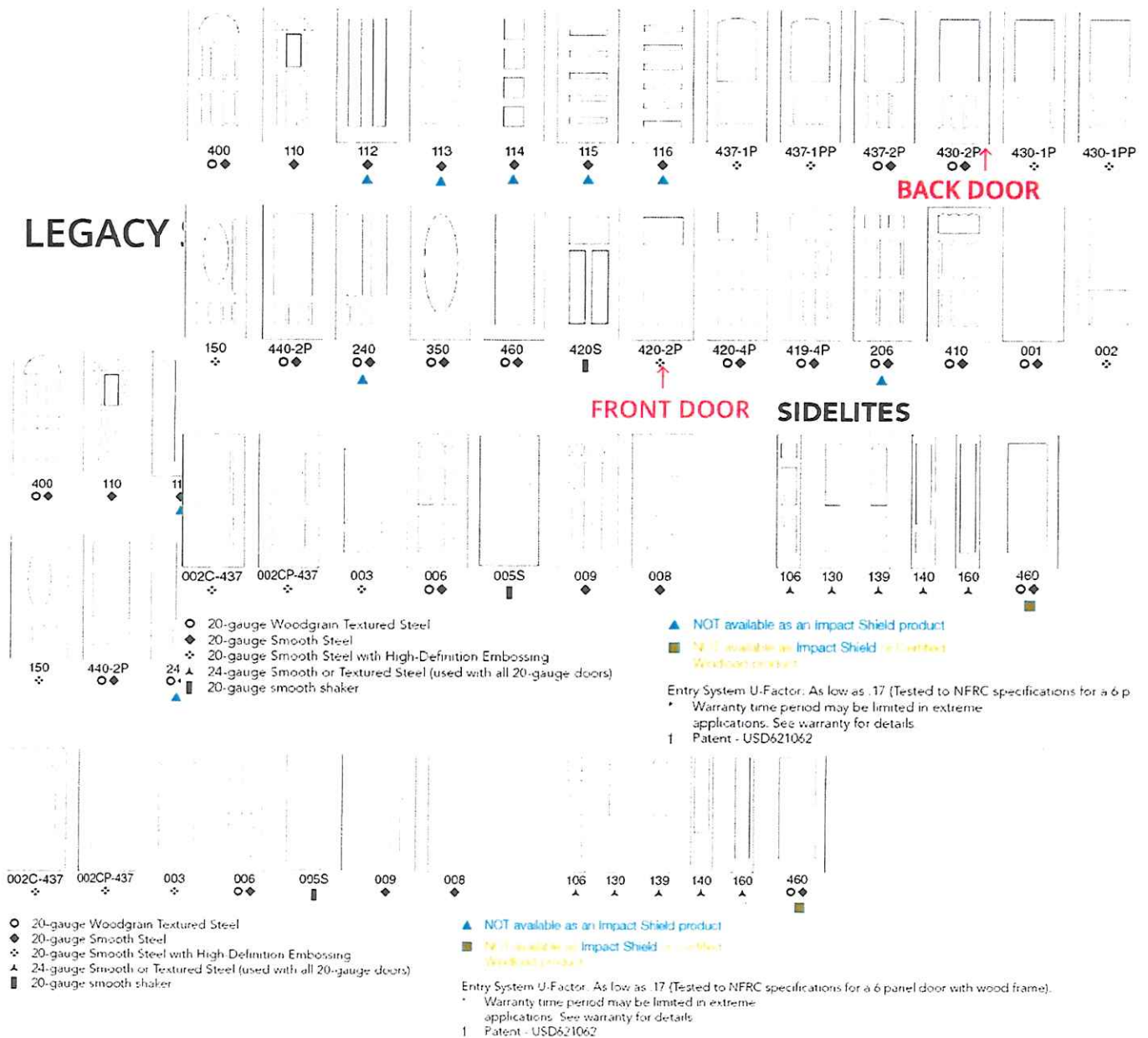
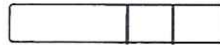
DURALITE™ SPACER

Interstate's Duralite Insulated Glass Spacer System insulates the edge of glass better than any other foam or metal spacer. It is hollow, trapping air for maximum thermal performance.

The InVision Window has been designated as "Envirosealed" which saves energy, saves money and helps to save the environment.

envirosealed
windows





(/images/steel-styles-all.jpg)

PROVIA DOOR PRODUCTS

RESOURCES

ENTRY DOORS

Embarq Fiberglass (/entry-doors/embarq)

Signet Fiberglass (/entry-doors/signet-fiberglass)

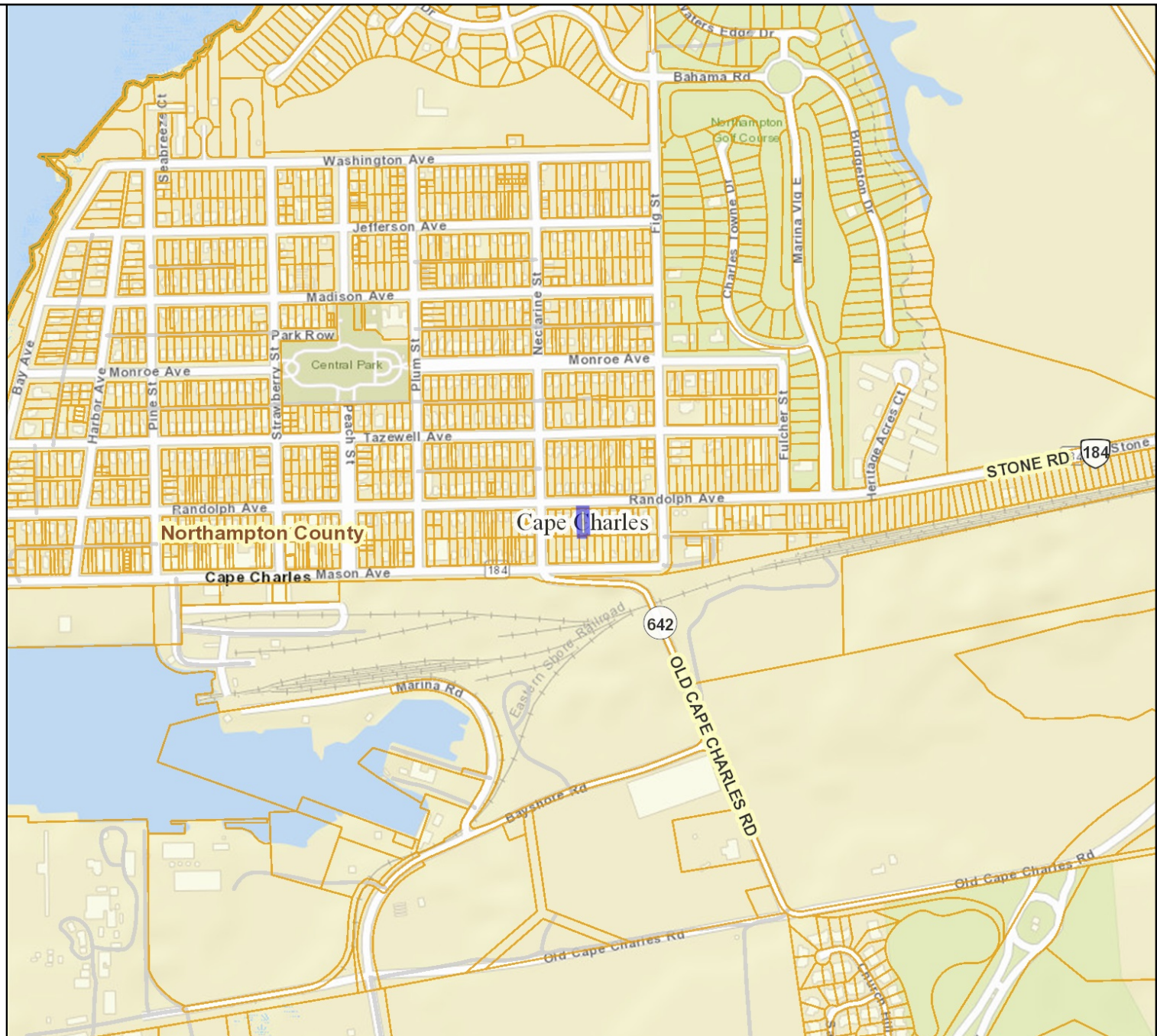
6-foot Shadowbox Dog-Eared Fence



Northampton County, Virginia

Legend

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



Feet
0 200 400 600 800
1:9,028 / 1"=752 Feet

Title: 618 Randolph Avenue

Date: 4/28/2021

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 is not responsible for its accuracy or how current it may be.