

Historic District Review Board

Regular Meeting Agenda

Cape Charles Civic Center

June 15, 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
5. **Unfinished Business**
 - A. 524/526 Peach Street: William Tsapatsaris & Tracey Deal – 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.
6. **New Business**
 - A. **FENCES ONLY:** No applications filed for this month.
 - B. **SOLAR PANEL:** No applications filed for this month.
 - C. **ROOF REPLACEMENT:**
 1. 621 Plum Street: Paula Spady – Pre-Application/Application for a Certificate of Appropriateness to replace the existing roof with a metal roof.
 - D. **RENOVATION, MINOR**
 1. 4 Tazewell Avenue: Bruce Gittinger – Pre-Application/Application for a Certificate of Appropriateness to replace Third Floor Window.
 2. 616 Tazewell Avenue: Linda Schulz – Pre-Application/Application for a Certificate of Appropriateness to replace siding, windows, and entrance on the rear porch (added in 1991)
 3. 518 Jefferson Avenue: Ray & Cindy Waldo – Application for a Certificate of Appropriateness for a 160 square foot shed.
 4. 602 Madison Avenue: James E. Braxton, Jr. – Pre-Application/Application for a Certificate of Appropriateness to construct a deck on the rear and side of house and replace wood fencing with vinyl fencing and extend porch.
 - E. **RENOVATIONS & ADDITIONS**

1. 515 Mason Avenue: Joseph & Anastasia Williams - Pre-Application/Certificate of Appropriateness to renovate the exterior (siding, windows, front door, front porch, shutters); to construct a screen porch addition and rear second floor addition; and to repair/renovate the foundation.
2. 624 Jefferson Avenue: Matthew & Brittany Clark – Pre-Application/Certificate of Appropriateness to add 375 sq ft to rear of house.
3. Lot 168, corner of Jefferson Avenue and Plum Street: Joseph & Deborah Moore - Pre-Application for a Certificate of Appropriateness for a new 2,714 square feet, 2-story single family residence with 544 sq. ft detached garage with finished space above; 2 story front porch and screened rear porch.
4. Lot 561, corner of Randolph Avenue and Nectarine Street: Christy & Justin Walker – Pre-Application for a Certificate of Appropriateness for a new 2,072 square feet single family residence and 350 sq ft accessory structure

7. Other Business

A. Report from Interim Zoning Administrator Katie Nunez:

- 12 Strawberry Street – Mosaic Installation at Doorway Entrance/Alcove at – Request for Guidance
- 725 Tazewell Avenue – Shed: Request to replace previously approved material at the HDRB April 20, 2021, meeting from vinyl to T1-111 material, due to material shortage. Seeking confirmatory vote of HDRB of this material change for the shed.

8. Adjourn



HISTORIC DISTRICT REVIEW BOARD STAFF REPORT

Meeting Date: June 15, 2021

Item #: 5A – 524/526 Peach Street

Prepared by: Katie H. Nunez, Interim Zoning Administrator

Date: June 7, 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~~ June 4, 2021

LEGAL DEADLINE: HDRB Decision (60 Days from Complete Application): August 4, 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.)

BACKGROUND:

The applicant met with the HDRB on May 18, 2021 to discuss their application and was asked to submit additional drawings and existing photos of the property and proposed improvements and to clearly delineate the new square footage on the site plan/drawings which have been supplied. *The applicant has also issued a corrective e-mail dated June 4, 2021 indicating that the windows are 1 over 1, not the 6 over 1 depicted on the architectural drawings.*

The drawings indicate the materials intended throughout the exterior work and also depict which portion of the building is the new construction and which is the existing structure.

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 over brick and block.

WINDOWS & DOORS: Page 23 (Additions)

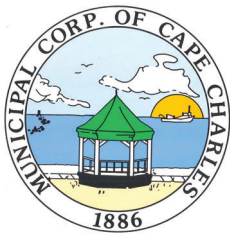
STAFF RECOMMENDATION:

Staff is recommending review of the 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 June 4, 2021 including the corrected e-mail noting that the windows are 1 over 1 (and not 6 over 1), 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 with revised Architectural Drawings and Exterior Existing Photos.



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: 524 & 526 Peach Street New Foundation and Rear Addition

Property Address: 524 & 526 Peach Street Cape Charles, VA 23310

Brief Description of Project: We request approval to elevate the existing structure to 36 inches to allow for a foundation as the structure lacks a foundation currently and the house is slowly sinking. Secondly, we request approval to add an addition off of the rear of the house (~15' X 26.9' as outlined by our surveyor's site plan).

Zoning District: R1 Current Use: House Proposed Use: House

OWNER INFORMATION

Name and Company: Our builder is Rosen Construction

Mailing Address: P.O Box 56 Cape Charles, VA 23310

Phone Number: 757-350-1595 Email: tommythegunn@aol.com

APPLICANT INFORMATION

☐ check here if applicant is owner

Name: William C. Tsapatsaris & Tracey C. Deal

Mailing Address: 1495 Arlington Chase Road Cape Charles, VA 23310

Phone Number: 804-662-0419 Email: billtsapatsaris@gmail.com

CERTIFICATION OF APPLICANT

I hereby certify that I have the authority to make the foregoing application, that the information given is true and correct, and that the construction or improvements will conform to the regulations in the Virginia Statewide Building Code, all pertinent Town Ordinances, including fire, sewer and water ordinances, and private building restrictions, if any, which may be imposed on the property by deed. Furthermore, I certify that the changes to the improvement before or during construction will be provided to the Zoning Administrator and Building Official before such changes are constructed.

Signature of Applicant: _____ Date: May 13, 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

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

SURVEYORS CERTIFICATION

I, CRAIG P. CROCKETT, A LICENSED LAND SURVEYOR, HEREBY CERTIFY THAT THIS PLAT WAS MADE BY ME AT THE REQUEST OF THE OWNERS AND THAT THIS SURVEY IS ENTIRELY WITHIN THE BOUNDARIES OF LAND COVERED BY THE DEED DESCRIBED HEREON AND THAT MONUMENTATION IS ACTUALLY IN PLACE OR WILL BE SET AT POINTS MARKED AS SHOWN HEREON AND THAT THEIR LOCATIONS ARE CORRECTLY SHOWN. THIS SURVEY IS CORRECT AND COMPLIES WITH THE MINIMUM PROCEDURES AND STANDARDS ESTABLISHED BY THE VIRGINIA BOARD FOR ARCHITECTS, PROFESSIONAL ENGINEERS, LAND SURVEYORS, CERTIFIED INTERIOR DESIGNERS, AND LANDSCAPE ARCHITECTS. THIS PLAT IS BASED ON A CURRENT FIELD SURVEY.

GENERAL NOTES:

1. OWNER:
WILLIAM C. TSAPATSARIS

2. TAX PARCELS:
83A1-1-180C
& 83A1-1-181D

3. SOURCE OF TITLE:
INST. 200001996

4. A SURVEY WAS PERFORMED ON THIS PROPERTY IN DECEMBER, 2020 WITH A BOUNDARY CLOSURE WHOSE PRECISION EXCEEDS 1:10,000.

5. THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF A CURRENT TITLE REPORT AND MAY NOT SHOW ANY/ALL EASEMENTS OR RESTRICTIONS THAT MAY AFFECT SAID PROPERTY AS SHOWN OR WETLANDS, ENVIRONMENTAL HAZARDS, CEMETERIES AND UNDERGROUND STRUCTURES NOT OBSERVED DURING THE COURSE OF THE SURVEY.

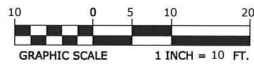
6. ACCORDING TO THE FEDERAL EMERGENCY MANAGEMENT AGENCY (F.E.M.A.) FLOOD INSURANCE RATE MAP COMMUNITY PANEL NO. 51131C295F, DATED 03-02-15, THE PROPERTY SHOWN HEREON DOES NOT LIE IN A FLOOD ZONE. (ZONE X)

7. PLAT REFERENCE:
D.B. 41, P. 484 (PLAT)
INST. 180000195 (PLAT)

8. AREA:
4,090 SQ. FT.
(0.093 AC.)

APPROVED

ALLYSON FINCHUM,
PLANNER/ZONING ADMINISTRATOR,
TOWN OF CAPE CHARLES



JEFFERSON AVENUE
70' R/W

N/F LENORA MITCHELL
D.B. 197, P. 724
83A1-1-181A

N/F LENORA MITCHELL
D.B. 217, P. 557
83A1-1-181A

EDWARD SCOTT SABO
& ASHLEY C. SABO
INST. 180001438
83A1-1-180A

CORNERS
INACCESSIBLE

METAL STRUCTURE
(POOR REPAIR)

N 87°58'37" E
18.04'

CONCERNED CITIZENS
OF CAPE CHARLES
D.B. 305, P. 215
83A1-1-181B

N 00°27'49" E
28.83'

BOLT FOUND 20.47'

S 89°46'20" E

WILLIAM C. TSAPATSARIS
INST. 200001996
83A1-1-181D

WILLIAM C. TSAPATSARIS
INST. 200001996
83A1-1-180C

24.4'

#526

28.6'

2 ST FR DUPLEX

#524

24.4'

1 ST FR RESD. #522

WILLIE MAE LEE
& MARGARET KELLAM
& MARVIN DEON LEE
INST. 090001611
83A1-1-181C & 83A1-1-180B

FR SHED

N 87°57'12" E
40.04'

PIN FOUND

S 01°55'28" E
50.52'

S 1°45' (PIN TO PIN)

31.5'

PIN FOUND

S 87°52'53" W
79.85' (TOTAL)

79.24' PIN TO PIN

5.0'

3.2'

15.0'

26.9'

15.0'

15.0'

15.0'

15.0'

15.0'

15.0'

15.0'

15.0'

15.0'

15.0'

15.0'

15.0'

15.0'

15.0'

15.0'

15.0'

15.0'

15.0'



DEL R. HOYT
& JENNIFER M. HOYT
D.B. 41, P. 484 (PLAT)
83A1-1-177

SITE PLAN
PROPERTY OF
WILLIAM C. TSAPATSARIS
TOWN OF
CAPE CHARLES
CAPEVILLE DISTRICT
NORTHAMPTON COUNTY, VIRGINIA
MADE FOR BILL TSAPATSARIS

SCALE: 1" = 20' DECEMBER 16, 2020



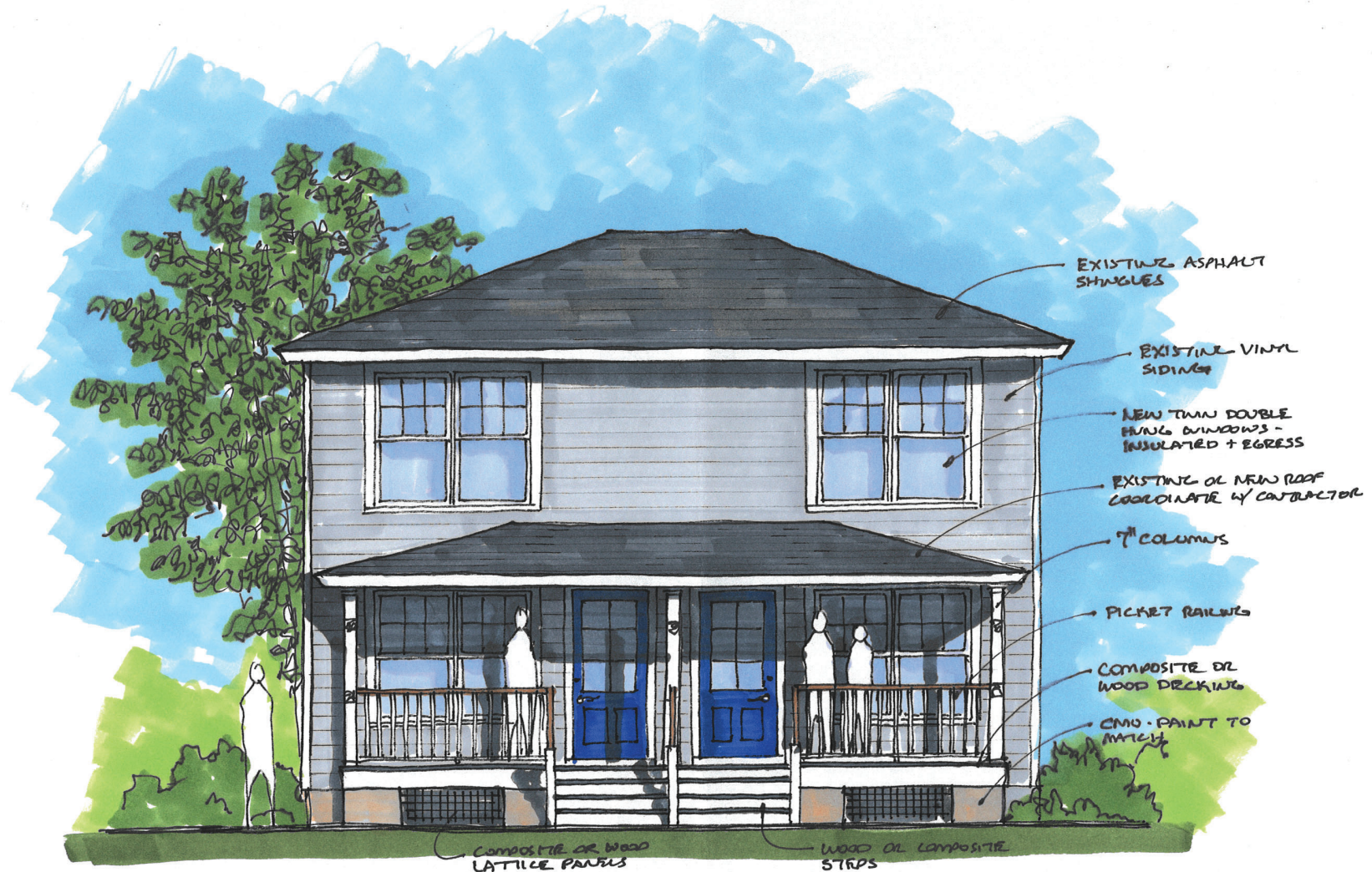
POINT NORTH
POINT NORTH SURVEYING LLC
P.O. Box 701, (757) 709-3008
Onley, VA. 23418 pointnorthsurveying@gmail.com
DRAWN BY: JCF FIELD BOOK: DIGITAL FILE
BACK TRAV: JCF PROJ. NO: 20135







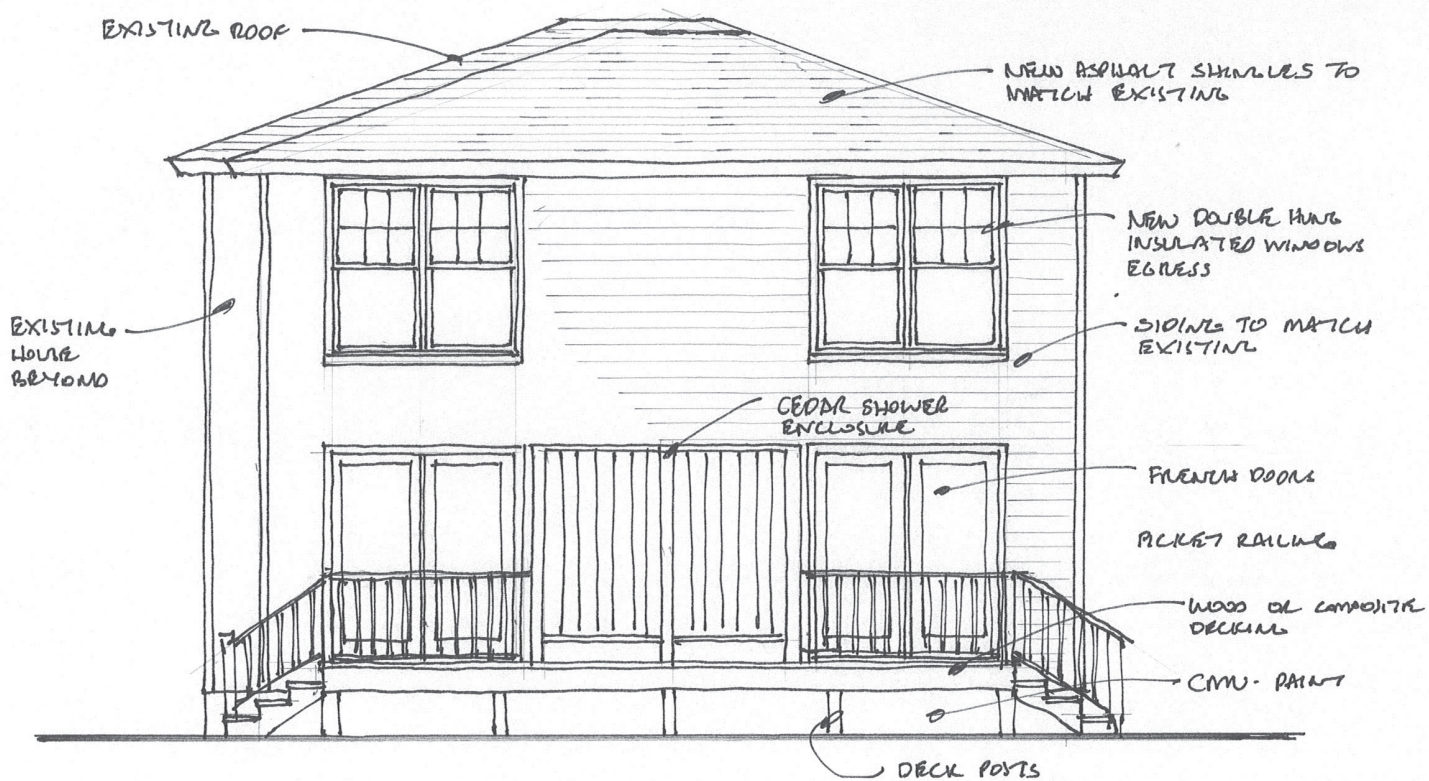




WEST ELEVATION

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

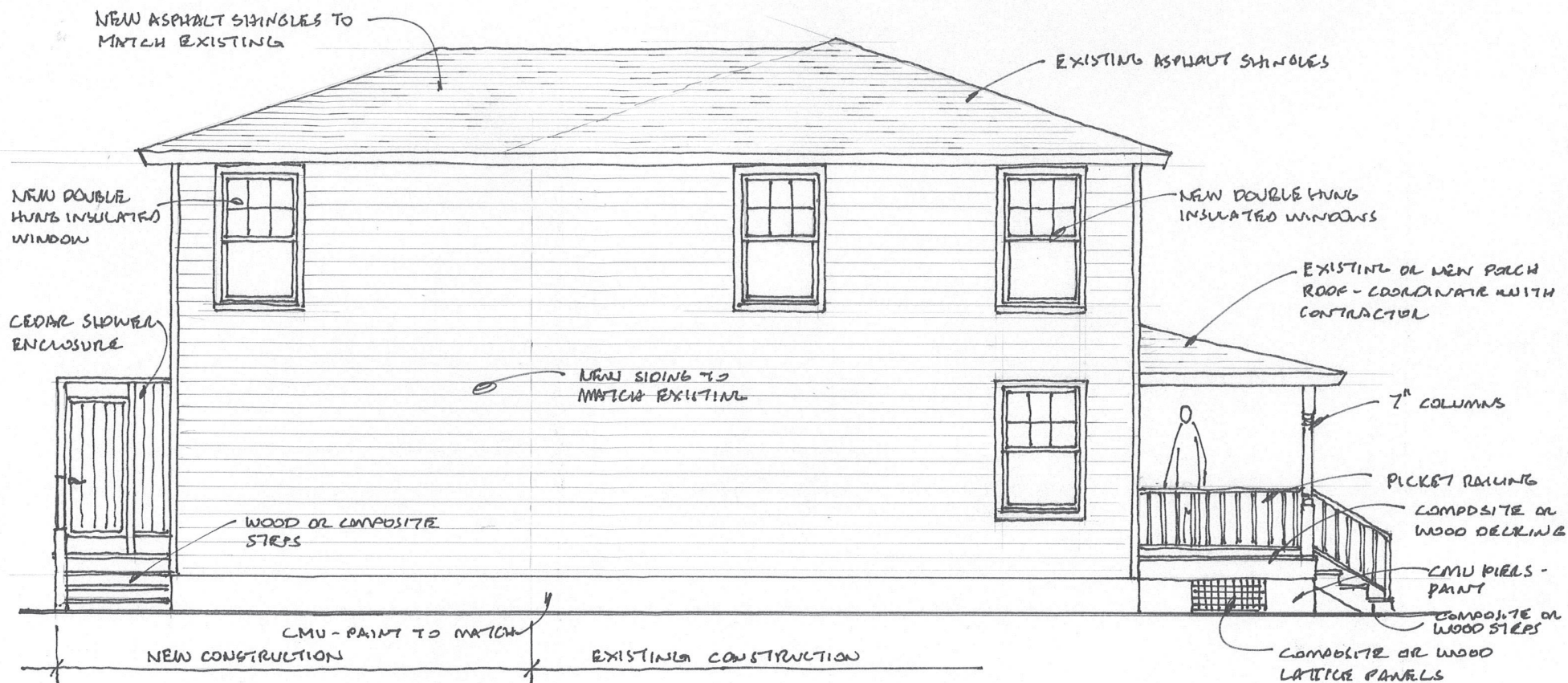
524 PEACH STREET



EAST ELEVATION

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

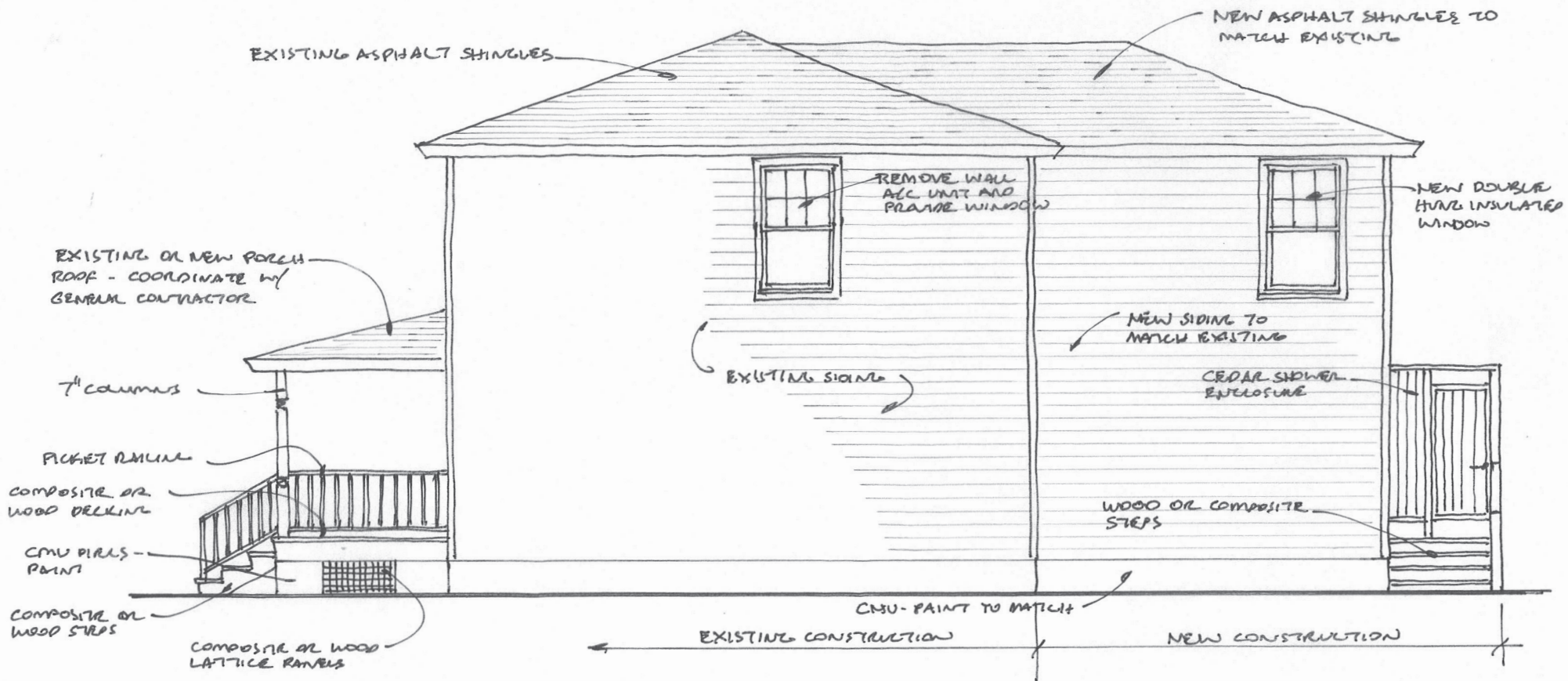
524 PEACH STREET



NORTH ELEVATION

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

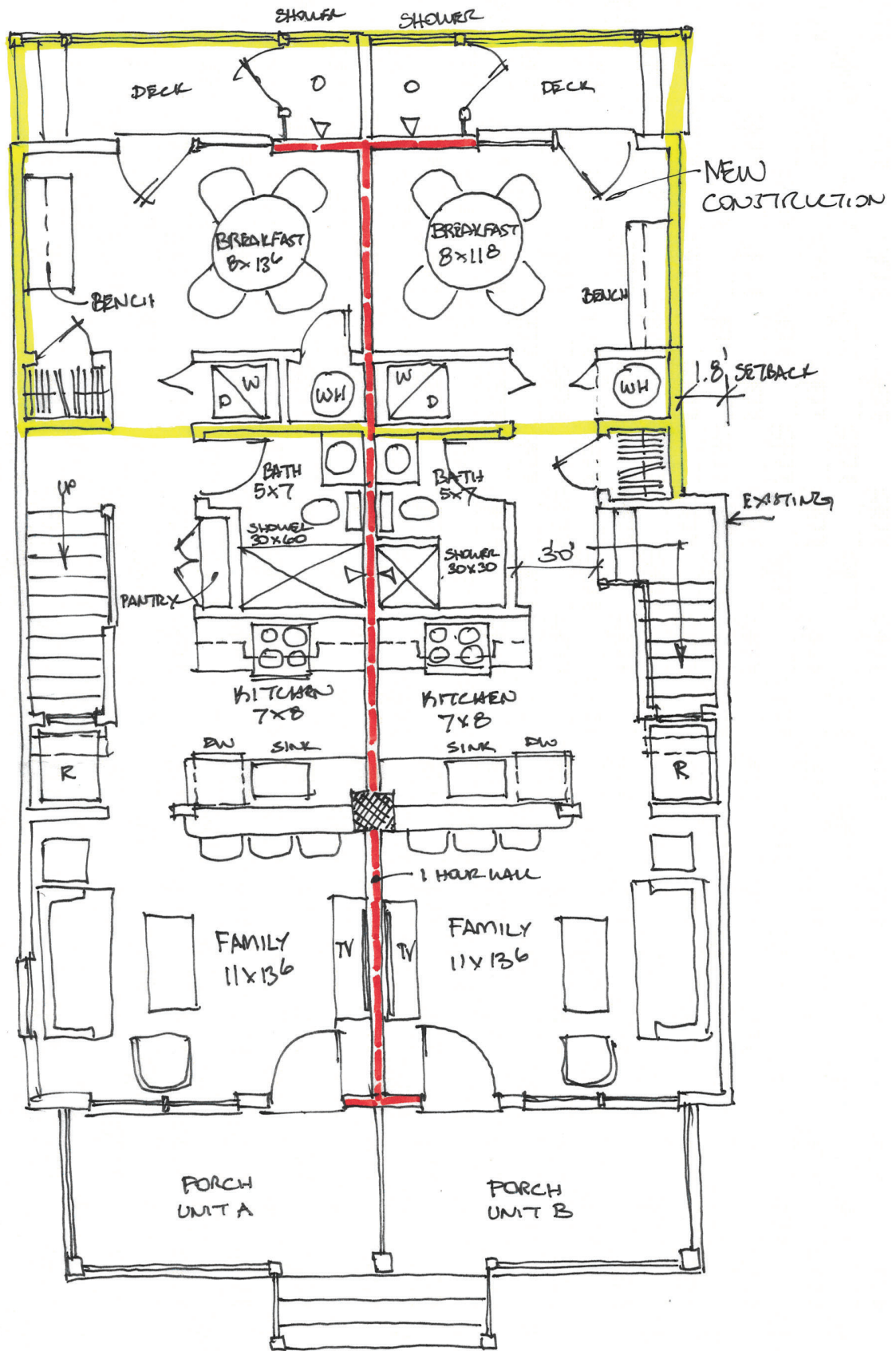
524 PEACH STREET



SOUTH ELEVATION

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

524 PEACH STREET

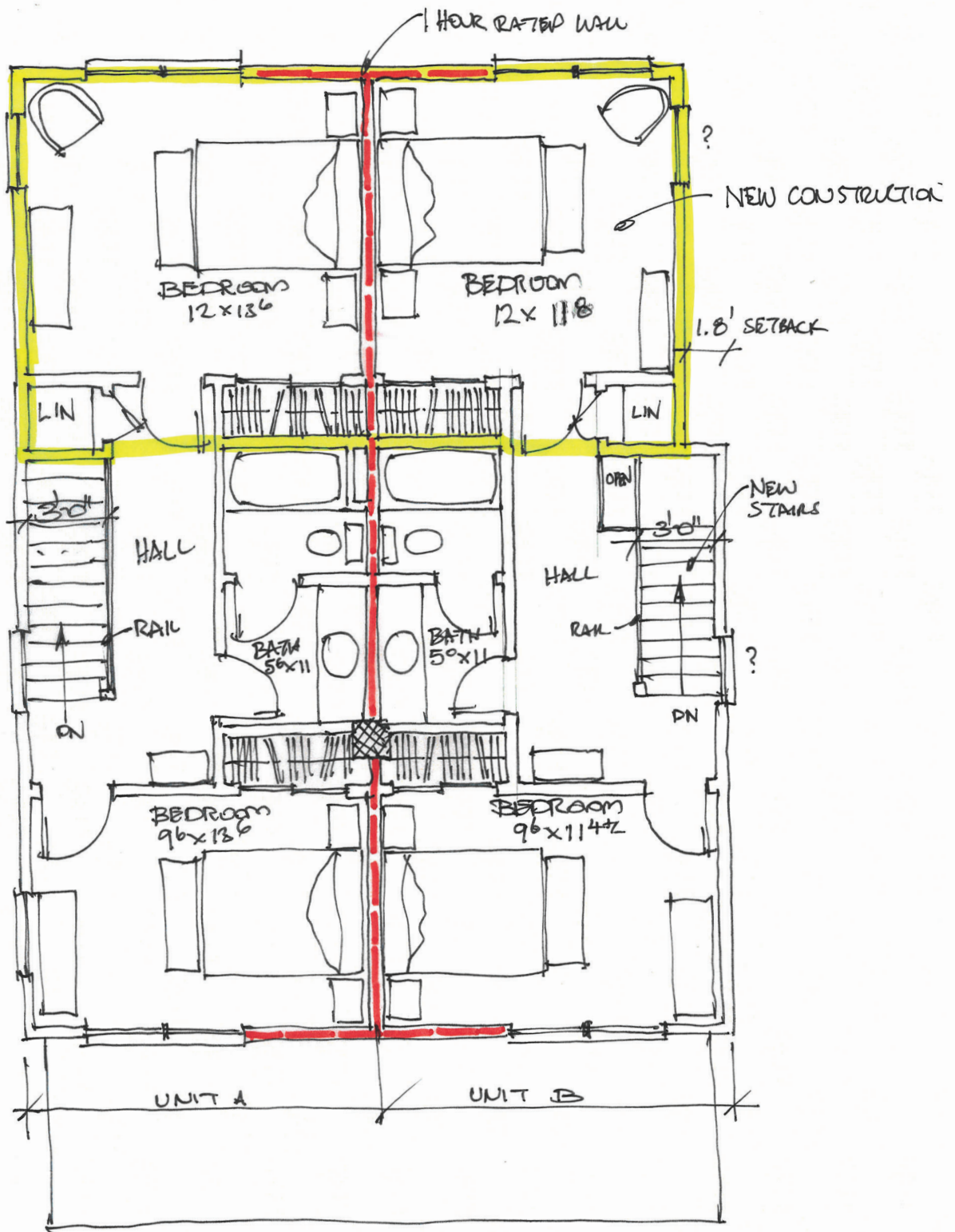


FIRST FLOOR PLAN

1.5.2021

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

524 PEACH STREET



SECOND FLOOR PLAN

1.5.2021

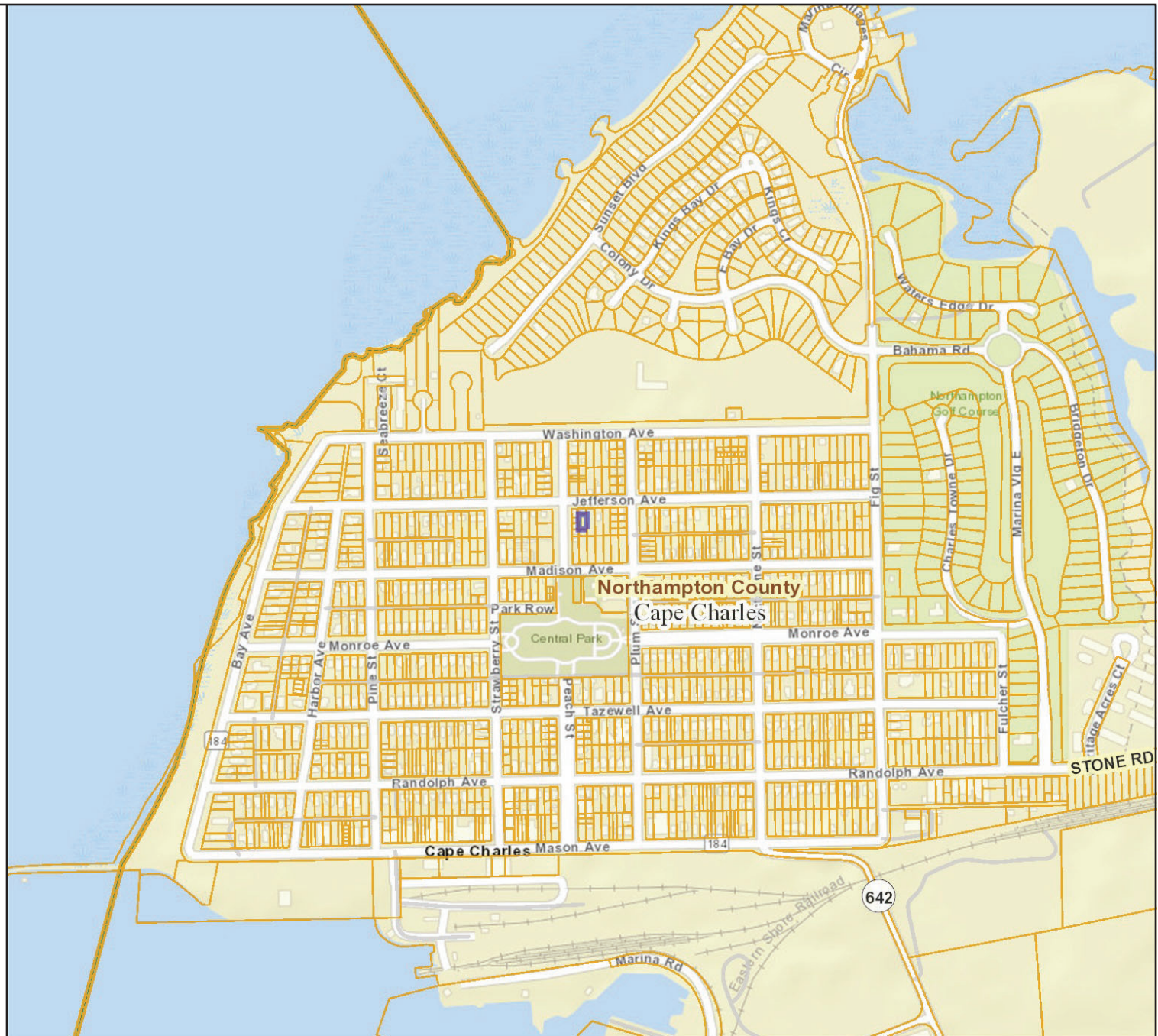
SCALE: 1/4" = 1'-0"

524 PEACH STREET

Northampton County, Virginia

Legend

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



Title: Parcels

Date: 5/12/2021

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: June 15, 2021

Item #: 6C – 621 Plum Street

Prepared by: Katie H. Nunez, Interim Zoning Administrator

Date: June 7, 2021

APPLICANT: Paula Spady
SITE ADDRESS: 621 Plum Street

TAX MAP: 83A1-1-57B
LOT SIZE: 1,866 sq. ft.

TYPE OF APPLICATION: Certificate of Appropriateness
WORK TO BE PERFORMED: Replace existing roof with metal roof
CURRENT ZONING: Residential (R-1)
HISTORIC REGISTER: CONTRIBUTING STRUCTURE
Description: Ca. 1920, no discernible style

DATE APPLICATION RECEIVED: April 30, 2021

PRE-APPLICATION MTG: June 15, 2021

DATE APPLICATION DEEMED COMPLETE: May 15, 2021

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

The applicant is seeking to replace the current roof with a metal roof; approximate house size is 718 sq. feet.

MATERIALS:

The applicant is proposing Everlast II Omni Series Steel Roofing and siding panel

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:

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

STAFF RECOMMENDATION:

The applicant has requested to replace the roof with a metal roof. There is no increase in square footage or footprint and in full compliance with the Zoning Ordinance.

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: Paula Spady

Mailing Address: 9 Meadowbrook Drive Hampton, Virginia 23666

Phone Number: 757 876 2257 Email: pshiker83@yahoo.com

PROJECT SUMMARY

Address of Project: 621 Plum St

Application Type (rezoning, variance, etc.): new roof

Total Acreage of Project: _____

Detailed Description (Include proposed use(s) and square footage of floor area for each use):
I want to replace the current roof with a metal roof. Please see the attached information

Signature of Applicant: _____

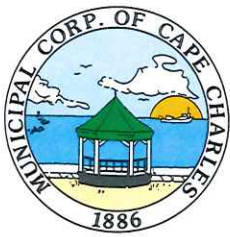
Date: 4-30-2021

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
757-331-2036 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: New Roof
Property Address: 621 Plum Stree
Brief Description of Project: Replace roof with new metal roof
Zoning District: R1 Current Use: Residential Proposed Use: Residential

OWNER INFORMATION

Name and Company: Paula Spady
Mailing Address: 9 Meadowbrook Drive Hampton, Virginia 23666
Phone Number: 757 876 2257 Email: pshiker83@yahoo.com

APPLICANT INFORMATION

☒ check here if applicant is owner

Name: Paula Spady
Mailing Address: 9 Meadowbrook Drive
Phone Number: 757 8762257 Email: pshiker83@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: *Paula Spady* Date: 4-30-2021

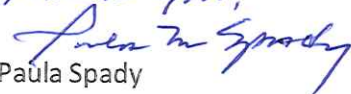
Note: There is a required 30-day wait period between approval of a Certificate of Appropriateness and issuance of the permit for construction.

April 30, 2021

I am the owner of the property at 621 Plum Street. I would like to have a metal roof installed on my house. There are other houses near mine with metal roofs and I think they look good, and my roof would fit in with theirs.

My house needs a new roof badly. I would like to get it completed as soon as possible because a place that was patched a few years ago has blown off. My intent was to have this done last year, but I was unable to. In the fall, I told a neighbor that I was going to put on a new roof, and he explained that it more than just getting a building permit. In the meantime, I have decided I wanted a metal roof. I have meet with the roofer and driven out to look at several of his jobs in Accomack and Northampton. I have enclosed his proposal.

I look forward to getting your approval so I can improve my property as soon as possible.

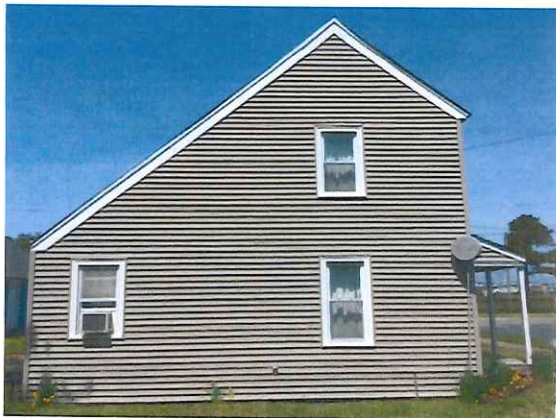
Thank you,

Paula Spady





4/30/2021

Mail - Paula Spady - Outlook



(Customer Copy)

M & C Roofing and Renovations LLC Roof Proposal

9105 Dixie Lane. Atlantic, VA 23303

Paula Spady	April 9 th , 2021
621 Plum Street	H:
Cape Charles, VA	C:
	(757) 876-2257

We hereby submit specifications and estimates to install a new roof on home:

- Set tarps along all shrubbery to catch fallen debris.
- Set equipter into position for all of the major debris.
- Dispose of all job related debris into trash trailer furnished by the contractor.
- Make sure that all nails and tiny pieces of debris are cleaned and raked up with proper technique by using a magnet.
- Prep entire roof deck free of any nails or debris.
- Install 1x4" wood furring strip on every 2' centers to elevate the panel from the existing asphalt shingle roof and subdeck.
- Install color match drip edge onto the entire lower perimeter.
- Replace all pipe protrusions (if any) with new flanges.
- Install new seamless 27 gauge steel roofing panels onto the wood strips every 2' on centers.
- Install new corner trim to terminate the gable ends.
- Install new ridge cap along the entire ridge.
- Install all necessary flashings along the end wall
- Only screws will be used with this product. **NO NAILS OR STAPLES!**
- Manufactures warranty of 40 years for the ceramic top coat of this particular panel and cover with aluminum trim coil.
- Install new lumber across the rear fascia
- M & C Roofing Co. Installation against leaks for five (5) years.
- Work will be done the week of _____ and will be completed in three (3) days. Weather Permitting!

All materials and equipment will be provided by Mr. Finstad. I, the contractor is to complete the work in accordance with above specifications for the sum of:

\$8,000.00 Eight Thousand dollars and no/100
\$4,000.00 Deposit with acceptance of proposal
\$4,000.00 Balance upon completion of work

Roofing Contract



This Contract entered into on 04-28-2021 between Paula Spady referred to as the "Owner" and M & C Roofing and Renovations LLC hereinafter referred to as the "Contractor." For the consideration hereafter set forth, the Owner and Contractor agree as follows:

Scope of Work: The Contractor agrees to furnish all necessary supervision; to order all materials, tools, equipment and supplies; and to employ all subcontractors necessary to complete the improvements described in the Contract Documents to property currently owned by Owner located at:

Address:

621 Plum Street
Cape Charles, VA

Phone: (757) 876-2257

Contract Documents:

The following listed documents are a part of this agreement:

- (a) Terms and conditions contained herein.
- (b) Proposals Dated on 04/09/2021

Contract Sum and Payments: The Owner agrees to pay to the Contractor the sum of:

Eight Thousand Dollars and 00/100 (\$8,000.00) for the work to be performed under this contract payable as follows:

- 1. \$ 4,000.00 due at start of job
- 2. \$ 4,000.00 due at completion

Commencement, Completion, and Acceptance: Provided all selections are made in a timely fashion, all necessary materials are available, a building permit can be obtained and the Owner has complied in full with the terms of this Contract, the estimated start date will be on or before _____. The estimated completion date is, _____. Owner acknowledges that this completion date is an estimate only and that Contractor shall not be responsible for delays caused by factors unknown or undisclosed to Contractor and any factors listed in paragraph 11 of this Contract. Contractor shall comply with all requirements of such permits. Contractor shall not be responsible for obtaining any variances should such variances be required to obtain a building permit.

Warranty: Contractor agrees to provide the warranty provided for in paragraph 17 at no cost to the Owner; provided, however, that the cost of the warranty call-backs for work performed by contractors or subcontractors not employed by or contracted for by Contractor shall be paid by Owner and performance of work by contractors or subcontractors not employed by or contracted for by Contractor shall void the warranty of the Contractor for the portion of the improvements on which such work is performed.

Additional Terms and Conditions: Owner and Contractor acknowledge and agree to be bound by the Terms and conditions in paragraphs 1-21 in part II.

ACCEPTANCE:

M & C Roofing and Renovations

Mike Finstad, Owner

Date: _____, _____

M & C Roofing and Renovations LLC

Class B Contractor- HIC

License# 2705-167582 -Exp. 06/30/2022

9105 DIXIE LANE • ATLANTIC, VA 23303 • (757)990-2444

WWW.MNCROOFING.COM

1. **EXTRA WORK:** During progress of construction, Owner may order extra work. Such extra work shall be specified in a written change order signed by the Owner and Contractor and shall be paid for at time the change order is completed unless otherwise agreed to by the parties.
2. **INSECT AND MOISTURE DAMAGE:** Contractor shall not be obligated to perform any work to correct damage caused by termites or other insects, moisture, mold, dry rot or decay and any work to be performed to correct such damage shall be covered by a change order. If any pretreatment for termites or other insects is required, it will be at Owner's expense.
3. **MATCHING MATERIALS AND SUBSTITUTION OF MATERIALS:** Contractor calls attention to the Owner to the limitations of matching roofing materials. While the Contractor shall make every effort to match new and existing materials, texture, colors, stains, finishes, and planes, exact duplication is not promised. Contractor shall have the right to substitute materials of similar quality, pattern, and design if unable to obtain the exact matching materials.
4. **CONDUITS, PIPES, AND DUCTS:** Unless specifically indicated, agreed price does not include re-routing of vents, pipes, ducts, or wiring conduits that may be discovered in removal of roof.
5. **ACCESS TO WORK:** Owner shall grant free access to work areas for workmen and vehicles, and shall allow areas for storage of materials and rubbish. Owner shall also provide utility services required by the Contractor at Owner's cost. Owner agrees to keep driveways clear and available for movement and parking of trucks during normal work hours. Contractors and workmen shall not be expected to keep gates closed for animals and children. Contractor shall protect adequately the property and adjacent property subject to this contract but shall not be held responsible for damage to driveways, walks, lawns, trees, and shrubs by movement of trucks unless due to Contractor's gross negligence.
6. **REQUIREMENTS OF PUBLIC BODIES:** Any changes, alterations, or extras from the drawings or specifications which may be required by any public body, utility, or inspector shall constitute as extra and shall be paid for the same as any other extra.
7. **MATERIALS REMOVED-RUBBISH:** All materials removed from structure in course of alterations shall be disposed of by Contractor except for Hazardous Materials as described in paragraph 27 and those items designated by Owner prior to commencement or during construction. All construction rubbish to be removed by Contractor at termination of work and premises left neat and in a broom-clean condition.
8. **PERMITS AND RESTRICTIONS:** Contractor shall obtain and pay for all permits required by Government bodies unless otherwise specified. Contractor shall comply with all requirements of such permits. The Owner further covenants that there are no restrictions, easements of covenants restricting or requiring consent to the work to be performed. Contractor shall not be responsible for obtaining any variances should such variances be required to obtain a permit.
9. **CANCELLATION OF AGREEMENT:** In event of cancellation of this agreement by the Owner prior to commencement of construction, the Contractor is to receive compensation from the Owner for all expenses incurred to that date plus 20% of the contract sum. The Contractor may cancel this agreement because of material shortages or errors in computing the contract sum within ten (10) days of acceptance of this agreement by Owner provided that: (i) no work has commenced; and (ii) all amounts paid to the Contractor are refunded to the Owner.
10. **DAMAGE TO PROPERTY:** Contractor shall not be held responsible for damage caused by Owner or Owner's employees, Act of God, soil slippage, earthquake, fire, riot, or civil commotion or acts of public enemy.
11. **EXTRA TIME:** Contractor agrees to diligently pursue work through to completion, but shall not be responsible for delays for any of the following reasons: failure of owner to sign off on the selections in a timely fashion, acts of neglect or omissions of Owner or Owner's employees or Owner's agent, acts of God, stormy or inclement weather, strikes, lockouts, boycotts or other labor union activities, extra work requested by Owner, acts of public enemy, riots or civil commotion, inability to secure materials through regular recognized channels, imposition of government priority or allocation of materials, failure of Owner to make payments when due, or delays caused by inspections, or changes ordered by inspectors of governmental bodies concerned.
12. **LICENSING:** Contractor informs Owner that he is licensed under the laws and statutes of the State of Virginia.
13. **PROTECTION OF OWNER'S PROPERTY:** Owner agrees to remove or protect any personal property, inside and out, including shrubs and flowers which cannot be protected adequately by Contractor and Contractor shall not be held responsible for damage to or loss of said items.
14. **WORK STOPPAGE:** Should the work be stopped by public authority for a period of thirty days or more, though no fault of the Contractor, or should the work be stopped through the act of the Owner for a period of fifteen

days, or should the Owner fail to pay the Contractor any payment within fifteen days after it is due, then the Contractor upon seven days written notice to the Owner, may stop work or terminate the contract and recover from the Owner payment for all work executed and any loss sustained and reasonable profit and damages (not less than 20% of contract sum).

15. CONTRACT: The Owner shall not sign a blank contract and is entitled to a copy at the time he signs it.

16. MARKETING: The Contractor is authorized to display a yard sign on the property until completion of work. The Contractor is authorized to photograph and video the work, and to publish the documentation (included but not limited to newspaper, magazine, and the internet). The Contractor will not use the name of the Owner unless given permission.

17. WARRANTY: Provided the Owner has complied with all terms and conditions of this contract and the relating documents and is not in default for the same, the Contractor warrants that all work shall conform to the requirements of the Contract and that any defects due to faulty materials or workmanship which the Owner gives written notice to Contractor within a period of one year from the date of 95% completion or occupancy by the Owner whichever will first occur, shall be corrected by the Contractor within a reasonable period of time at the Contractor's expense. In the event of any dispute as to whether or not any defect is acceptable workmanship under this contract, then the standards set forth in the most recent version of the Residential Construction Performance Guidelines for Professional Builders & Remodelers published by the National Association of Home Builders Remodeler's Council shall govern and shall be admissible in any proceeding involving this contract.

18. WORK BY OTHERS: Anything herein notwithstanding, Contractor shall not be responsible for work performed by contractors or individuals neither contracted nor employed by it.

19. DEFAULT: Owner agrees that upon signing this contract, either before or after acceptance by Contractor, to be bound thereby and in event of a breach of this contract by said Owner, Contractor shall be entitled to full compensation for work performed, loss of profits, and in event of a legal dispute, all costs and reasonable attorney's fees. In no event shall Contractor's recovery be less than 20% of the contract sum.

20. HAZARDOUS MATERIALS: Unless herein specifically provided for, the Contractor shall not be responsible for removal and for disposal of any "Hazardous Materials" as defined by any Federal, State or Local law, regulation, or ordinance, including without limitation, lead base paint, mold, asbestos and asbestos containing material, and if such "Hazardous Materials" are encountered in the course of the Contractor's work, then Owner shall pay any and all additional costs to remove and/or dispose of such "Hazardous Materials" in accordance with such Federal, State, and Local laws, regulations, and ordinances.

OWNER HERBY WAIVES AND RELEASES CONTRACTOR FROM ALL LIABILITY FOR ANY DAMAGES, BOTH TO PERSON AND PROPERTY, SUFFERED BY OWNER AS A RESULT OF CONTRACTOR'S REMOVAL OF HAZARDOUS WASTE INCLUDING LEAD BASED PAINT. OWNER AGREES TO INDEMNIFY AND HOLD CONTRACTOR HARMLESS FOR ANY DAMAGES SUFFERED BY CONTRACTOR AS A RESULT OF OWNER OR ANY THIRD PARTY MAKING A CLAIM FOR DAMAGES AGAINST CONTRACTOR IN CONNECTION WITH CONTRACTOR'S REMOVAL OF HAZARDOUS WASTE INCLUDING LEAD BASED PAINT. SHOULD A LEGAL ACTION BE FILED AGAINST CONTRACTOR FOR SUCH A CLAIM, OWNER SHALL INDEMNIFY CONTRACTOR FOR ALL DAMAGES AND COST SUFFERED BY CONTRACTOR INCLUDING REASONABLE ATTORNEY'S FEES.

21. VIRGINIA CONTRACTOR TRANSACTION RECOVERY FUND: "The Virginia Contractor Transaction Recovery Fund provides relief to eligible consumers who have incurred losses through the improper or dishonest conduct of a licensed residential contractor. For more information about the fund, including a downloadable claim form go to: <http://www.dpor.virginia.gov/Boards/Contractors> or you may contact the Recovery Fund Office at: the Department of Professional and Occupational Regulation, 9960 Mayland Drive, Suite 400, Richmond, VA 23233-1463, Phone: (804) 367-1559. Email: RecoveryFund@dpor.virginia.gov"

Everlast II OMNI Series Steel Roofing and Siding Panel

Description

True 27-gauge AZM substrate coated with the Colorbond® Paint System will deliver more product, more performance, and more value than any other panel in the light-gauge industry. Deeper minor rib heights combined with thicker steel create a stonger, more durable panel. Available in 18 popular colors in the Everlast II and Everdrain profile offering 50 years of warranted protection.

Result: a steel panel system engineered for easier handling and installation, exceptional strength and distinctive esthetic appeal taking your product into the next generation.

Advantages of Everlast II Omni Panels

- Thicker steel eliminates "oil canning" and purlin see-through
- Colorbond® chalk and fade resistance
- Greater snow and wind yields and hail resistance
- Highly resistant to UV rays, acid rain, salt spray, and abrasion

UL Ratings

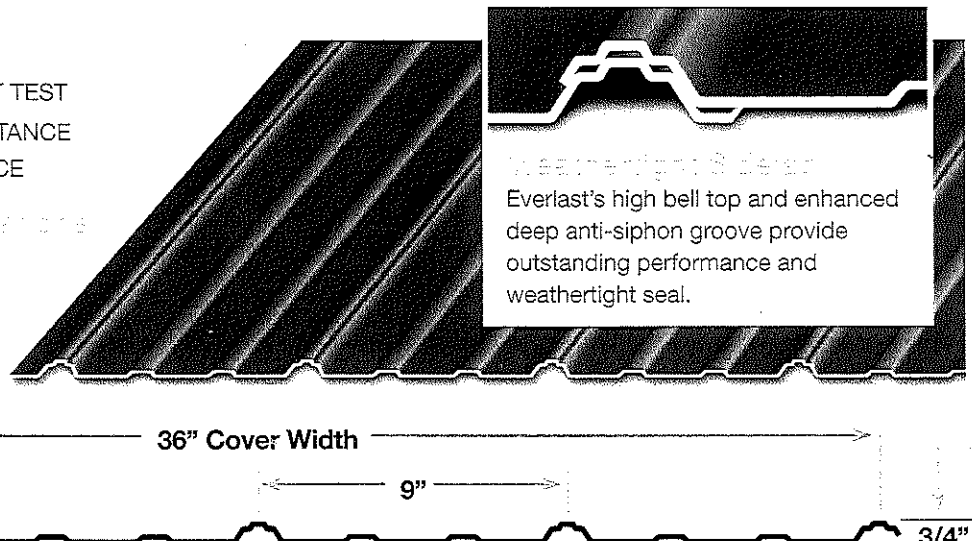
- UL construction No# 560 UPLIFT TEST
- UL 2218 Class 4 IMPACT RESISTANCE
- UL 790 Class A FIRE RESISTANCE

Typical Applications

- Agricultural
- Architectural
- Commercial
- Industrial
- Residential

Standard Specifications

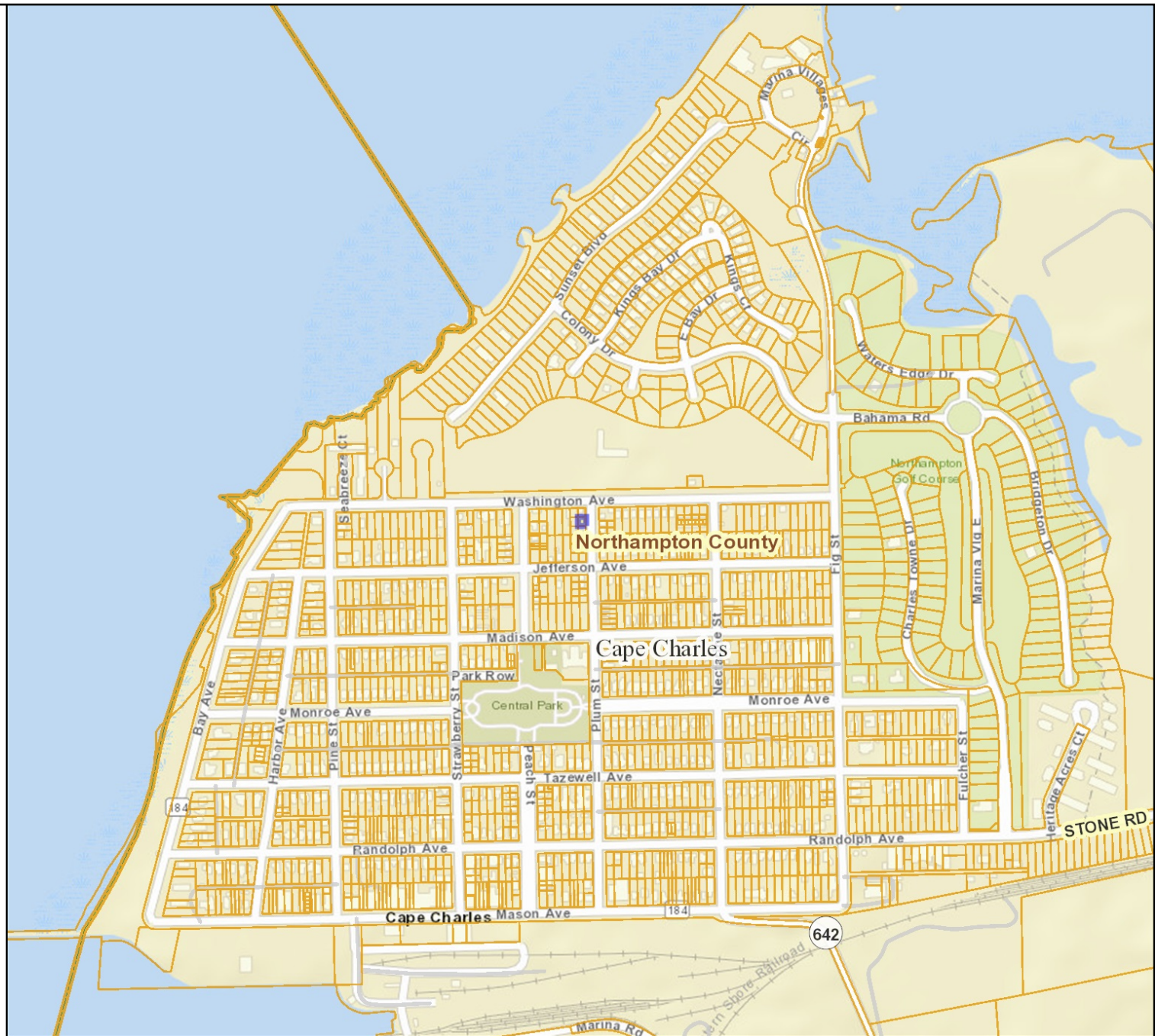
- 27-gauge (.0172) Structural Steel Grade 80 produced in conformance with ASTM792
- COATING - 47% to 57% aluminum, 1% to 3% magnesium, 1% to 2% silicon with the remainder zinc
- 95,000 PSI minimum yield
- AZM substrate, Colorbond® Paint System
- Heat-formed panels with 3/4" major rib height; 3/16" minor rib height
- 36" cover width
- Custom cut to the inch up to 40' feet
- Available in a wide variety of colors
- 3:12 recommended minimum roof pitch
- 50-year non-prorated warranty
- 25-year perforation warranty
- 15-year edge rust warranty
- Cut panels coated with CECI™



Northampton County, Virginia

Legend

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



Title: 621 Plum Street

Date: 5/25/2021

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: June 15, 2021

Item #: 6D (1) – 4 Tazewell Avenue

Prepared by: Katie H. Nunez, Interim Zoning Administrator

Date: June 7, 2021

APPLICANT: Bruce Gittinger
SITE ADDRESS: 4 Tazewell Avenue

TAX MAP: 83A3-2-3-8
LOT SIZE: 5,311 sq. ft.

TYPE OF APPLICATION: Certificate of Appropriateness
WORK TO BE PERFORMED: Replace third floor window with a smaller window
CURRENT ZONING: Residential-1 (R-1)
HISTORIC REGISTER: Contributing Structure
Description: Ca. 1920, Queen Anne

DATE APPLICATION RECEIVED: April 28, 2021

PRE-APPLICATION MTG: June 15, 2021

DATE APPLICATION DEEMED COMPLETE: May 15, 2021

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

The applicant is seeking to replace the current 42-inch window on the third floor with a 32-inch window.

The applicant has indicated that they are experiencing water intrusion into the ceiling of the second-floor bedroom in the extension which is located at the front of the house. The house was renovated in 2013-2014, including replacing the metal roof on part of the second-floor extension. They are proposing to replace this window with a smaller size window and to allow for sufficient space to install appropriate and effective flashing at the wall.

MATERIALS:

Windows: 32-inch Marvin/Integrity Single Hung Window

Framing for wall extension and matching shingle siding. Same original green paint

Retain original window framing inside and out, shortened to hold a 32-inch window.

STAFF ANALYSIS

ZONING COMPLIANCE:

There is no proposed increased square footage or expansion beyond the original footprint; the application is in full 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:

Windows: Pg. 41 Item 4: Consider replacing windows and doors only when they are missing or beyond repair. Reconstruction should be based on physical evidence or old photographs.

STAFF RECOMMENDATION:

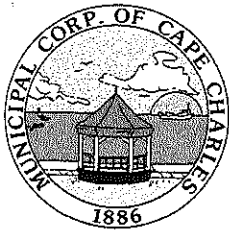
Staff is requesting the HDRB to review the application material submitted by the applicant and determine if the materials and scope of work proposed is within the Historic District guidelines.

Staff is recommending approval of a Certification of Appropriateness in conformance with the application dated April 30, 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
planner@capecharles.org

APPLICANT INFORMATION

Name: BRUCE GITTINGER
Mailing Address: 4 TAZEWELL AVE CAPE CHARLES, VA 23310
Phone Number: 703-340-9057 Email: BRUCEGITTINGER@GMAIL.COM

PROJECT SUMMARY

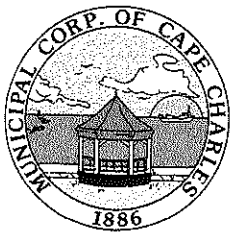
Address of Project: WINDOW REPLACEMENT
Application Type (rezoning, variance, etc.): ?
Total Acreage of Project: N/A

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

Signature of Applicant: Bruce L. Gittinger Date: 4/28/2021

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
757-331-2036 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: WINDOW REPLACEMENT
Property Address: 4 TAZEWELL AVE
Brief Description of Project: REPLACE THIRD FLOOR WINDOW
Zoning District: R-1 Current Use: RESIDENTIAL Proposed Use: RESIDENTIAL

OWNER INFORMATION

Name and Company: BRUCE GITTINGER
Mailing Address: 4 TAZEWELL AVE CAPE CHARLES, VA 23310
Phone Number: 703-340-9057 Email: BRUCEGITTINGER@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: Bruce L Gittinger Date: 5/4/2021

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

Gittinger, Bruce and Jone
4 Tazewell Ave

Scope of Project

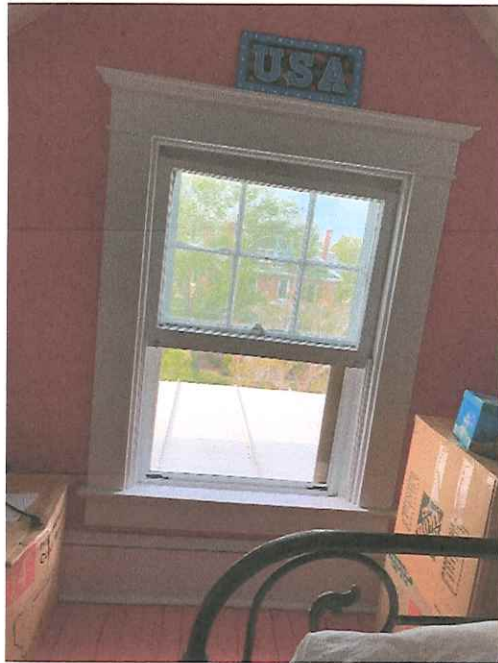
We have a modified Queen Ann house with a two-floor extension on the front of the house. This house was renovated in 2013-2014 which included replacing the metal roof on part of the second-floor extension. This roofing is flat with no appreciable pitch to it. For six years now we have been dealing with water getting into the ceiling of the second-floor bedroom in the extension. This occurs mostly during rain with high winds. From the beginning the suspected culprit has been the flashing underneath the attic window looking out onto this roof. There is evidence that this problem predates our purchase of the house. We have had professionals attempt to repair this situation, and we have done many things including extensive caulking and adding flashing on the front edge of the roof. None of this has worked to overcome this design flaw, and the continuing water infiltration is threatening the front structure of the house. Or perhaps I should say the lack of flashing at this location. We are asking to correct this design flaw by replacing the current 42 inch window with a 32 inch window in order to give us proper spacing to install appropriate and effective flashing at the wall.

Proposed materials list

Retain original window framing inside and out, shortened to hold a 32 inch window.

32 inch Marvin/Integrity single hung window

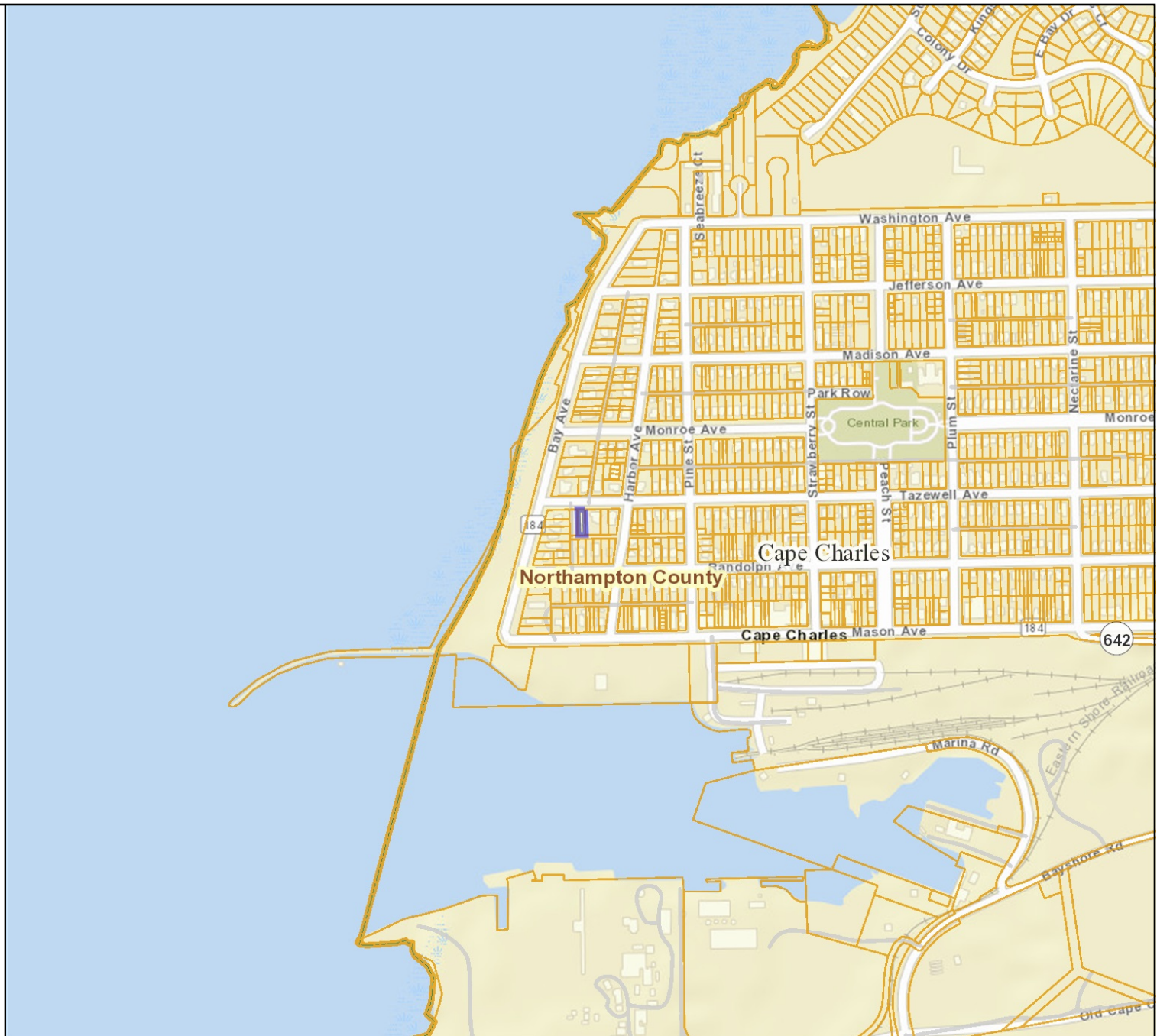
Framing for wall extension and matching shingle siding. Same original green paint.



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: 4 Tazewell Avenue

Date: 5/25/2021

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HISTORIC DISTRICT REVIEW BOARD STAFF REPORT

Meeting Date: June 15, 2021

Item #: 6D (2) – 616 Tazewell Avenue

Prepared by: Katie H. Nunez, Interim Zoning Administrator

Date: June 7, 2021

APPLICANT: Linda Schulz

SITE ADDRESS: 616 Tazewell Avenue

TAX MAP: 83A3-1-441

LOT SIZE: 5,600 sq. ft.

TYPE OF APPLICATION: Certificate of Appropriateness

WORK TO BE PERFORMED: Replace siding, windows and entrance on the rear porch (added in 1991)

CURRENT ZONING: Residential-1 (R-1)

HISTORIC REGISTER: CONTRIBUTING STRUCTURE

DESCRIPTION: ca. 1920, Queen Anne

DATE APPLICATION RECEIVED: April 28, 2021

PRE-APPLICATION MTG: June 15, 2021

DATE APPLICATION DEEMED COMPLETE: May 15, 2021

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

The applicant is seeking to replace the dry, rotted wood siding on the first floor of the rear porch on the southeast side of the house. Additionally, she would like to replace the porch door, windows, and current exterior molding and to paint the exterior. There is evidence of leaking rainwater around the door and windows and siding.

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

MATERIALS:

Siding: white Hardie Board Planks

Windows: double hung white vinyl clad; North and South -facing windows will be 62 x 32 and the 4 East-facing windows will be 60 x 30

Door: White vinyl clad sliding glass (72 x 80)

Trim: Azek

Paint: Where used, will match current white trim on the rest of the house

STAFF ANALYSIS

ZONING COMPLIANCE:

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

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

HISTORIC DISTRICT GUIDELINES:

SIDING:

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

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

Item 5: Siding that simulates wood may be used on new construction if the depth of the siding (boards) conforms to the typical depth of traditional siding.

WINDOWS & DOORS: Page 41, Item 4: Consider replacing windows and doors only when they are missing or beyond repair. Reconstruction should be based on physical evidence or old photographs.

STAFF RECOMMENDATION:

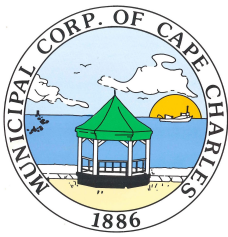
Staff is requesting the HDRB to review the application material submitted by the applicant and determine if the materials and scope of work proposed to restore and/or replace the siding, window, and doors on the rear addition of the structure is within the Historic District guidelines.

Staff is recommending approval of the application 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
planner@capecharles.org

APPLICANT INFORMATION

Name: John and Linda Schulz

Mailing Address: 616 Tazewell Ave.

Phone Number: 617-460-0660

Email: llschulz1@aol.com

PROJECT SUMMARY

Address of Project: 616 Tazewell Ave.

Application Type (rezoning, variance, etc.): replace rotted siding and windows of enclosed

Total Acreage of Project: 8X7 feet

Detailed Description (Include proposed use(s) and square footage of floor area for each use):
Replace rotted wood siding on first floor of porch with composite (HardiPlank) siding.

Replace rotted windows with replacement windows. Paint will be the same color as original. This is an enclosed porch on the southeast corner of the back of the house that was added in 1991. Porch is 8X7 feet. Signed: Linda Schulz

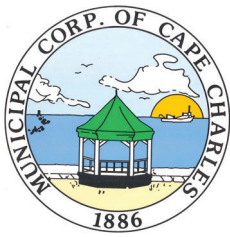
Signature of Applicant: _____ Date: April 19, 2020

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) |

PROPERTY INFORMATION

Name of Project: Replace siding, windows and door to enclosed porch on rear of house

Property Address: 616 Tazewell Ave.

Brief Description of Project: Wood siding, windows and door are rotting and we will replace them

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

OWNER INFORMATION

Name and Company: Linda and John Schulz

Mailing Address: 616 Tazewell Ave

Phone Number: 617-460-0660 Email: llschulz1@aol.com

APPLICANT INFORMATION

☒ check here if applicant is owner

Name: Linda and John Schulz

Mailing Address: 616 Tazewell Ave.

Phone Number: 617-460-0660 Email: llschulz1@aol.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: Linda Schulz Digitally signed by Linda Schulz
Date: 2021.04.26 19:17:26 -04'00' Date: 4-26-2021

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

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

LETTER OF INTENT - 616 Tazewell Ave., April 26. 2021

Work will be done on the first floor of rear porch on southeast side of the house. First and second floor of this porch were a 1991 addition to the 1909 house. No work to second floor will be done.

Currently much of the wood siding, windows and doors have rotted and are leaking rain into the interior of the porch.

The work will replicate the original 1991 construction to the degree possible. Work will consist of:

1. Replace all siding
2. Replace door
3. Replace windows
4. Replace current exterior molding
5. Paint exterior

Existing site plan or survey: We have not created a site plan or survey since we are only replacing siding, windows and doors; we are not changing the configuration of the structure.

Photos



Figure 1 Door and window on south side



Figure 2 Rotting door frame - South side of building



Figure 3 Rotting door -South side of building



Figure 4 Northeast corner of porch

Proposed materials:

Siding will be white Hardie Plank

Windows will be double hung white vinyl clad - North and south-facing windows will be 62X32 and 4 east-facing windows will be 60 X 30

Door will be white vinyl clad sliding glass (72X80)

Exterior Molding will be Azek

Paint, where used, will match current white trim on the rest of the house

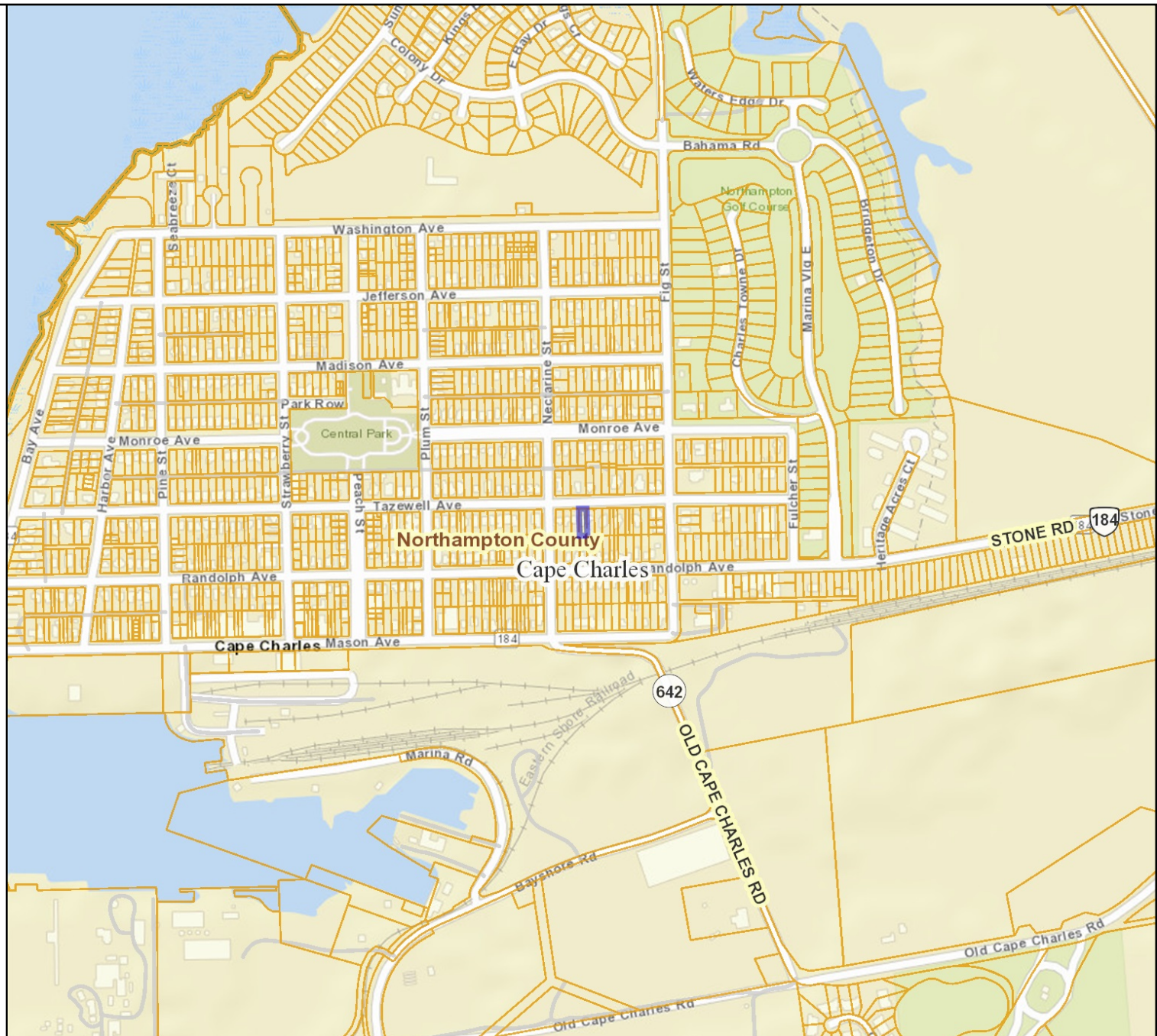
NOTE:

I have not included site plans, surveys or photos of proposed project as we are merely replacing siding and windows to current structure. No changes will be made to site or to configuration of the building.

Northampton County, Virginia

Legend

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



Title: 616 Tazewell Avenue

Date: 5/25/2021

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HISTORIC DISTRICT REVIEW BOARD STAFF REPORT

Meeting Date: June 15, 2021

Item #: 6D (3) – 518 Jefferson Avenue

Prepared by: Katie H. Nunez, Interim Zoning Administrator

Date: June 7, 2021

APPLICANT: Ray & Cindy Waldo

SITE ADDRESS: 518 Jefferson Avenue

TAX MAP: 83A1-1-156

LOT SIZE: 5,200 sq. ft.

TYPE OF APPLICATION: Certificate of Appropriateness

WORK TO BE PERFORMED: Placement of Pre-built 160 sq. ft shed in backyard

CURRENT ZONING: Residential-1 (R-1)

HISTORIC REGISTER: CONTRIBUTING STRUCTURE

DESCRIPTION: Ca 1910, Colonial Revival

DATE APPLICATION RECEIVED: May 3, 2021

PRE-APPLICATION MTG: June 15, 2021

DATE APPLICATION DEEMED COMPLETE:

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

The applicant is seeking to purchase a pre-built, 10' x 16' (160 sq. ft) shed/accessory building and place it on the existing concrete slab in the backyard where a shed used to be located. Per the County GIS Aerials, the 2002 and 2007 Aerials clearly show the former shed and concrete foundation located at the rear of the property.

MATERIALS:

Vinyl

STAFF ANALYSIS

ZONING COMPLIANCE:

The accessory structure and its placement on an existing foundation footprint is in compliance 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:

There are no specific guidelines for accessory structures.

STAFF RECOMMENDATION:

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

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

ATTACHMENTS:

Attachment 1 – Application and Documents



CERTIFICATE OF APPROPRIATENESS APPLICATION

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

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: _____

Property Address: _____

Brief Description of Project: _____

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

OWNER INFORMATION

Name and Company: _____

Mailing Address: _____

Phone Number: _____ Email: _____

APPLICANT INFORMATION

☒ check here if applicant is owner

Name: Cindy WALDO

Mailing Address: 518 Jefferson Ave Cape Charles, VA 23310

Phone Number: 442-0761 Email: cwaldosb@hotmail.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: *Cindy Waldo* Date: 5/3/2021

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

Town of Cape Charles Planning & Zoning Department

May 3, 2021

Cape Charles Zoning Board

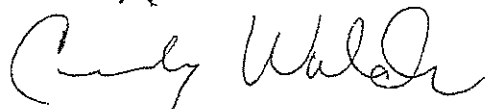
My name is Cindy Waldo (Anthony Waldo) (homeowners)

I have resided at 518 Jefferson for 40 years and would like to put a 10 x 16 shed in the back left side of our yard where a cement slab is and has been there before we moved there.

There was a shed on the property before on that slab. I don't see it being a problem because all of the adjacent properties have sheds on them.

Any additional information need, please let me know either by phone 757 442-0761 or email cwaldo56@hotmail.com.

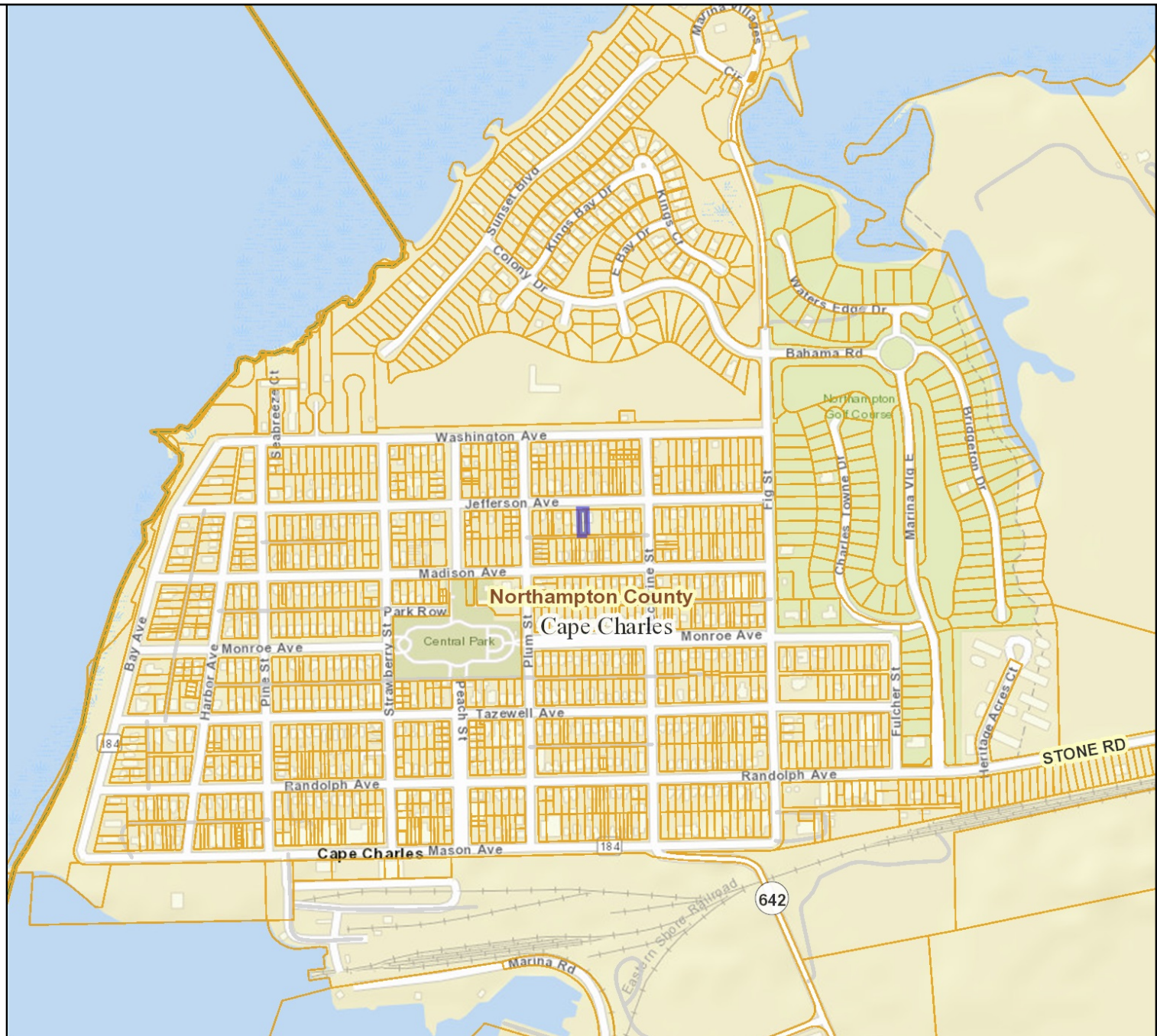
Thank you

A handwritten signature in black ink, appearing to read "Cindy Waldo". The signature is fluid and cursive, with the first name "Cindy" written in a larger, more prominent script than the last name "Waldo".

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: 518 Jefferson Avenue

Date: 5/25/2021

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: June 15, 2021

Item #: 6D (4) – 602 Madison Avenue

Prepared by: Katie H. Nunez, Interim Zoning Administrator

Date: June 7, 2021

APPLICANT : James E. Braxton, Jr.

TYPE OF APPLICATION: Pre-Application/Certificate of Appropriateness

SITE ADDRESS: 602 Madison Avenue

WORK TO BE PERFORMED: Construct deck on the rear and side of the house and replace wood fencing with vinyl fencing and extend deck.

TAX MAP: 83A3-9-A

CURRENT ZONING: Residential-1 (R-1)

LOT SIZE: 5,188 sq. ft.

HISTORIC REGISTER: CONTRIBUTING STRUCTURE

Description: Ca. 1920, Queen Anne

DATE APPLICATION RECEIVED: May 10, 2021

PRE-APPLICATION MTG: June 15, 2021

DATE APPLICATION DEEMED COMPLETE:

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

The applicant is seeking to construct a 27' x 10' (270 square feet) back deck and to wrap it around on the west side at a dimension of 8 ft x 16 ft (128 square feet) (still all contained in the back yard) and to have the deck extend on the east side at a dimension of 8 ft x 16 ft (128 square feet). In addition, the applicant is seeking to replace the existing 6 ft. fence on the back property line from a wooden fence to a vinyl fence and to add a 4 ft. fence on the west side from the back corner to the corner of the house where the new west-side porch is proposed.

MATERIALS:

Fence: Vinyl

Deck: Material not provided

STAFF ANALYSIS

ZONING COMPLIANCE:

The increase in square footage for the deck request is not included in the lot coverage calculation; however, the setback requirements must still be met for any structure, including decks and fences. The applicant has not provided a site plan at this time and is working to submit a site plan by beginning of July 2021. The two requested decks on the east and west side appear to conform to the setback requirements; however, the rear deck request may encroach upon the rear setback requirement, but this still needs to be verified with a site plan.

The replacement of the existing fence at the back of the property at a height of 6 ft and the addition of a fence at 4 feet on the west side is in compliance with the zoning ordinance.

At this time, I cannot issue a determination that the full application is in compliance 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:

Porches: Page 44: Wraparound porches on Victorian-era houses are extensions of the front porch that wrap around the side of the dwelling and are especially common in the Queen Anne style

Fences: Page 28: Retain traditional fences, walls, and hedges. When a portion of a fence needs replacing, salvage original parts for a prominent location. Match old fencing in material, height, and detail. If this is not possible, use a simplified design of similar materials and height.

STAFF RECOMMENDATION:

Staff is requesting the HDRB to review the application material submitted by the applicant.

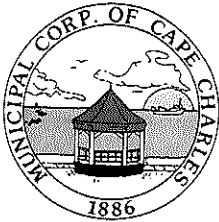
Staff is requesting input from the HDRB to provide guidance and assistance to the applicant regarding materials for the decks and request the applicant to provide a materials list for the proposed work. In addition, a site plan is needed to determine if the proposed work is in compliance with the Zoning Ordinance requirements.

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.ouffen@capecharles.org

APPLICANT INFORMATION

Name: JAMES E. BRAXTON, JR.
Mailing Address: 602 MADISON AVE, CAPE CHARLES, VA. 23310
Phone Number: 757-615-6930 Email: RJNEKE@AOL.COM

PROJECT SUMMARY

Address of Project: 602 MADISON AVE CAPE CHARLES, VA.
Application Type (rezoning, variance, etc.): ADDITON
Total Acreage of Project: _____

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

CONSTRUCT DECK

Signature of Applicant: _____

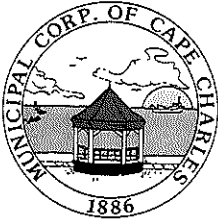
Date: MAY 10, 2021

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: _____

Property Address: 602 MADISON AVE, CAPE CHARLES, VA 23310

Brief Description of Project: CONSTRUCT DECK ON REAR OF HOUSE, ^{REPLACE} WOOD FENCE

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

OWNER INFORMATION

Name and Company: JAMES E. BRAXTON, JR

Mailing Address: 602 MADISON AVE, CAPE CHARLES, VA 23310

Phone Number: (571) 615-6930 Email: AJNEKE@AOL.COM

APPLICANT INFORMATION

☒ check here if applicant is owner

Name: _____

Mailing Address: _____

Phone Number: _____ Email: _____

CERTIFICATION OF APPLICANT

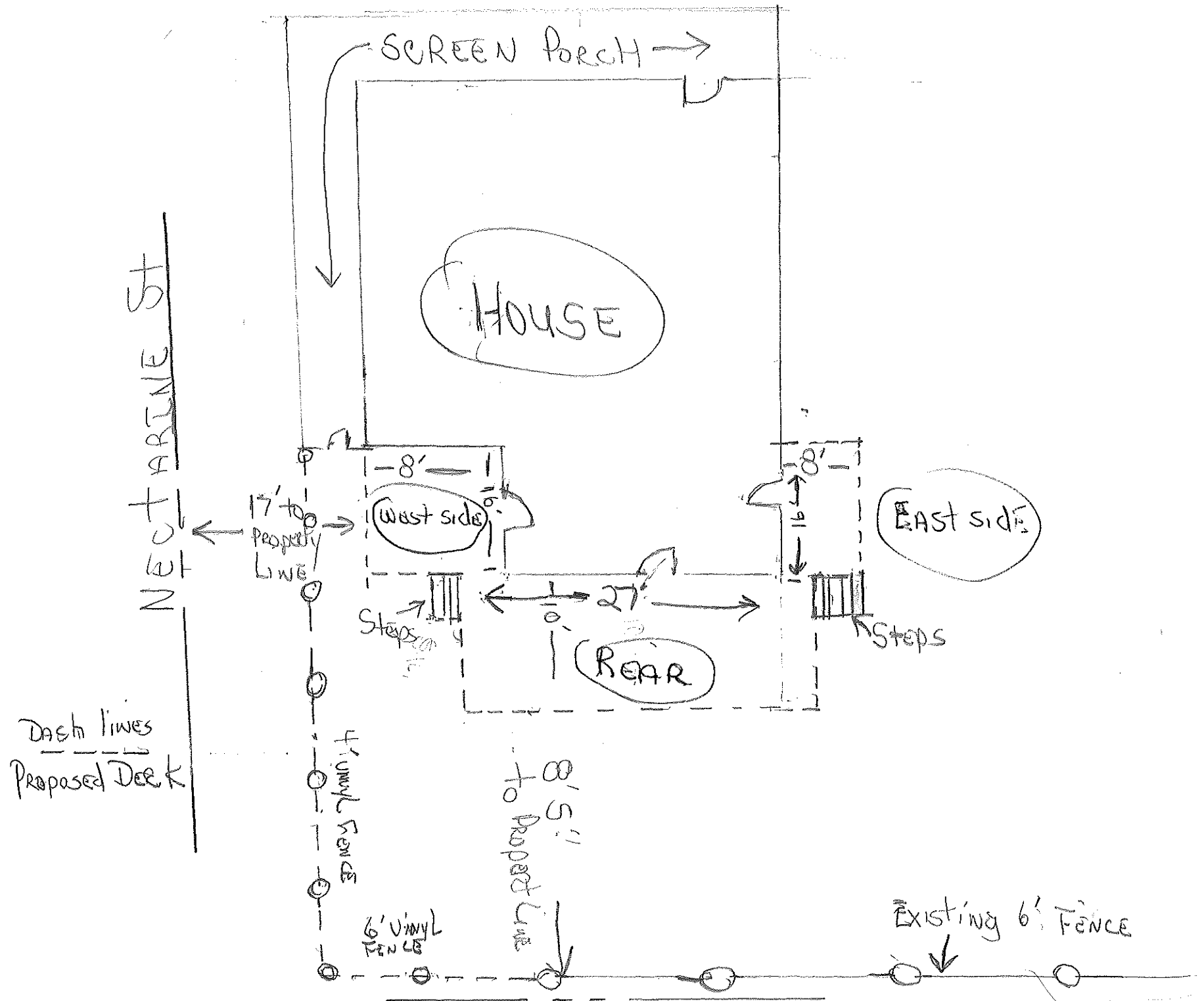
I hereby certify that I have the authority to make the foregoing application, that the information given is true and correct, and that the construction or improvements will conform to the regulations in the Virginia Statewide Building Code, all pertinent Town Ordinances, including fire, sewer and water 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: _____ 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

602 MADISON AVE







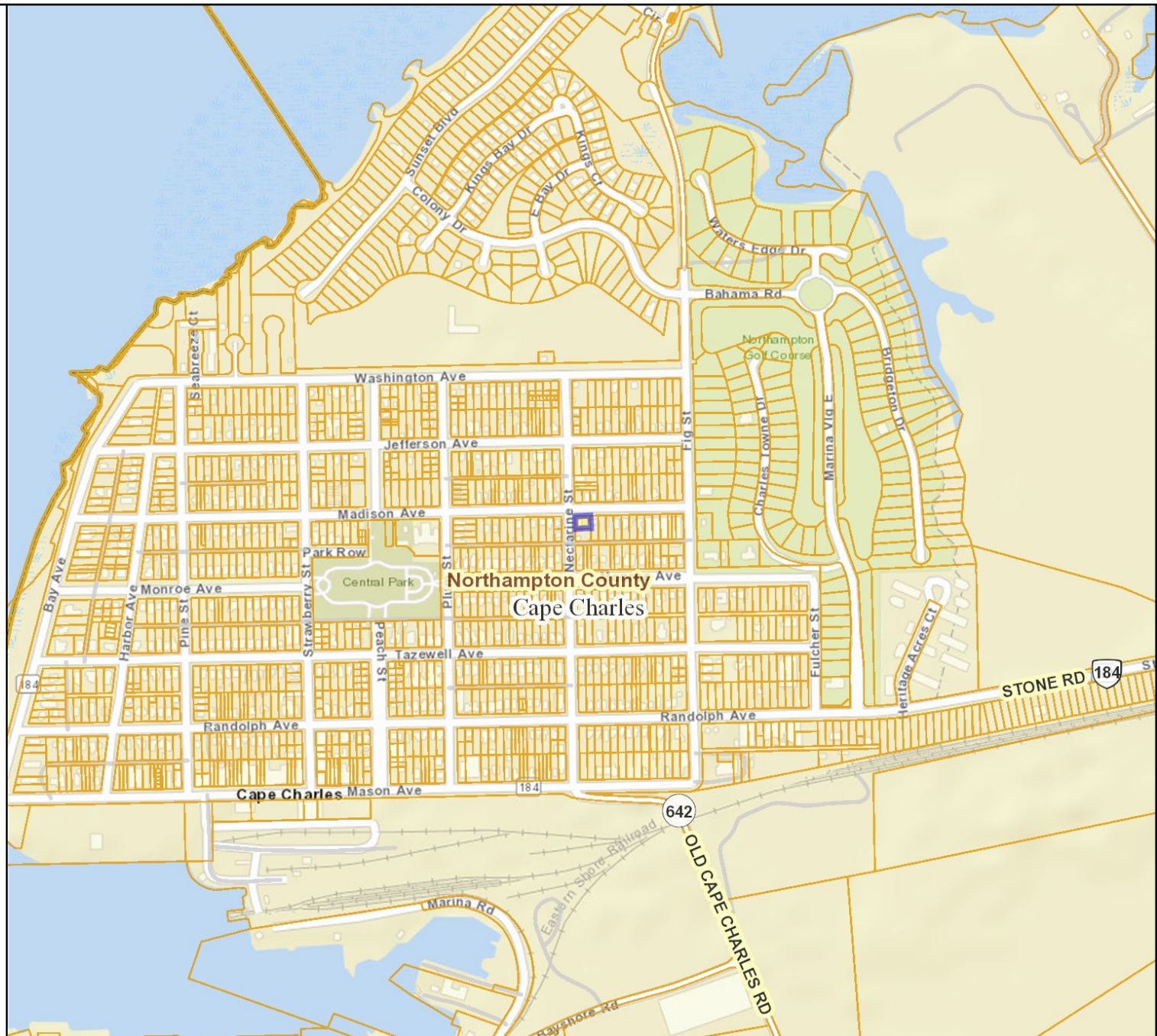




Northampton County, Virginia

Legend

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



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

Title: 602 Madison Avenue

Date: 5/25/2021

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: June 15, 2021

Item #: 6E (1) – 515 Mason Avenue

Prepared by: Katie H. Nunez, Interim Zoning Administrator

Date: June 7, 2021

APPLICANT: Joseph & Anastasia Williams **TYPE OF APPLICATION:** Pre-Application/Certificate of Appropriateness

SITE ADDRESS: 515 Mason Avenue

WORK TO BE PERFORMED: Renovate the exterior, construct a screen porch addition and rear second floor addition and repair/renovate the foundation

TAX MAP: 83A3-1-582

CURRENT ZONING: Residential (R-1)

LOT SIZE: 5,577 sq. ft.

HISTORIC REGISTER: CONTRIBUTING STRUCTURE

Description: 1883, Colonial Revival

DATE APPLICATION RECEIVED: April 14, 2021

PRE-APPLICATION MTG: June 15, 2021

DATE APPLICATION DEEMED COMPLETE: May 15, 2021

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

The applicant is proposing the following work:

- 1) Removal of faux chimney,
- 2) Removal of upstairs bathroom window on rear of house
- 3) Add window from kitchen to rear screen porch where chimney was located
- 4) Remove and replace all siding.
- 5) Front Door – restore location of front door to original location in the center/middle of the house with two sidelights and transom
- 6) Rear Door & steps: remove existing door and replace with same style as front single door, no side lights in middle of house.
- 7) Build a screened in porch at the rear of the house – 15' x 15' (225 sq. ft.)
- 8) 2nd Floor Addition
- 9) Front Porch – restore and widen the porch to each edge of the house where it was originally located; replace current columns with square azek wrapped style
- 10) Roof – replace roof with standing seam metal roof and increase pitch
- 11) Foundation – repair and bring the property level.

MATERIALS:

Windows: Marvin Elevate Series 2 over 2; Azek Caps and Base on Windows

Door: Therma Tru Door 36 x 80 with 2 side lights and transom for front door; rear door 4-pane glass insert with one wood panel below.

Siding: Cedarmill Siding

Trim: Azek FlatTrim

Roofing: Standing Seam Metal Roofing

Porch Flooring: Azek T&G

Porch Columns: Azek Wrapped columns.

STAFF ANALYSIS**ZONING COMPLIANCE:**

The proposed project is seeking to add a rear porch (225 sq. ft) and a second story addition but does not specify this square footage. There is no submitted site plan in order to confirm compliance with zoning requirements, including setbacks. I am not able to provide Zoning Clearance at this time.

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:

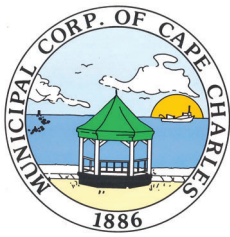
Staff is recommending review of the Pre-Application by the HDRB and determine if the proposed exterior renovations are within the Historic District Guidelines. The applicant is missing some information that needs to be supplied for the application to be deemed complete for consideration of a Certificate of Appropriateness, including a site plan, dimensions of the second-floor addition, pitch on roof replacement and any other items identified by the HDRB.

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: Joseph & Anastasia Williams

Mailing Address: 10321 Apache Rd Richmond, VA 23235

Phone Number: 804-240-2854

Email: joe.williams1984@gmail.com

PROJECT SUMMARY

Address of Project: 515 Mason Ave Cape Charles, VA 23310

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

Total Acreage of Project: Certificate of Appropriateness for the Historic District Review

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

Scope of Work: 1. Exterior Renovation of property; Including Siding, windows, Shutters

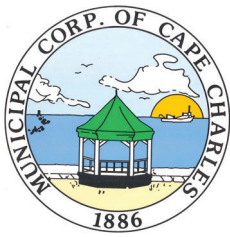
Signature of Applicant: Joseph Williams Digitally signed by Joseph Williams
Date: 2021.04.14 15:03:42 -04'00' Date: 04/14/21

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 | ☒ 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: 515 Mason Ave

Property Address: 515 Mason Ave Cape Charles, VA 23310

Brief Description of Project: Full Exterior Renovation

Zoning District: CR Current Use: Residential Proposed Use: _____

OWNER INFORMATION

Name and Company: Josesh & Anastasia Williams

Mailing Address: 10321 Apache Rd Richmond, Va 23235

Phone Number: 804-240-2854 Email: joe.williams1984@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: Joseph Williams Digitally signed by Joseph Williams
Date: 2021.05.27 14:55:07 -04'00' Date: 05/26/2021

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

515 Mason Ave



1. Exterior Renovation – Siding, Windows, Shutters
2. Front Porch Renovation
3. Screen Porch Addition
4. Rear Second Floor Addition
5. Foundation Repair Renovation

Exterior Example



*Not the colors we are going for just cut outs from examples we found.

Siding Examples







Modern framed middle replacement windows downstairs. Proposing moving door back to center of home.



Exterior Materials / Examples

ThermaTru Door 36x80



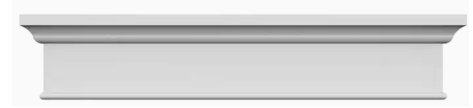
Rear Door



Marvin Elevate Series



Azek Caps & Base on windows



Simulated Divided Lite (SDL)



An energy-efficient way to create the look of divided lites, SDL bars are permanently adhered to both sides of the glass.

Siding 5" Exposure

HARDIEPLANK® LAP SIDING

SELECT CEDARMILL®

Our natural cedar look has a soft texture that mimics wood.



Azek FlatTrim



Add Shutters



Rear Screened Porch and Second Floor Addition



- Modern framed addition behind tanks
- Second Floor Addition Above
- Faux Chimney was recent addition to hide HVAC Duct / Hangs over upstairs window.

Rear Screened Porch and Second Floor Addition

Rear Screen Porch

- 15x15 Layout
- Same Character and Materials as main house and front porch.
- Roof Pitch to mimic main house behind.
- Move Rear door to center of house
- Removal upstairs replacement window if needed.
- Add Window from Kitchen to Screen Porch.

Second Floor Addition

- Same footprint as modern downstairs addition.
- Same Exterior Materials
- Roof will tie into main peak and downslope to rear yard



Front Porch Materials List / Examples

- Keep overall same layout of front porch but widen each side of porch to edge of house to restore original width of porch.
- No Rails
- 1 Single Step to Ground

Porch Columns
Wrapped



Flooring - Azek T&G



Standing Seam
Metal Porch Roof



New 15x15 Screen Porch

- Removal of faux chimney / steps.
- Addition of New 15x15 Screen Porch
- Same Pitch as roof on rear of house.
- Eliminate replacement window in upstairs bathroom.

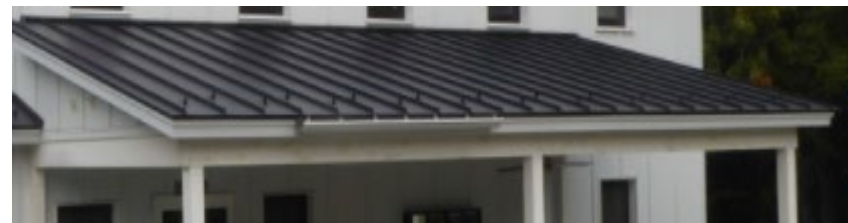
Porch Columns
Wrapped



Flooring - Azek T&G



Standing Seam
Metal Porch Roof



Example Images

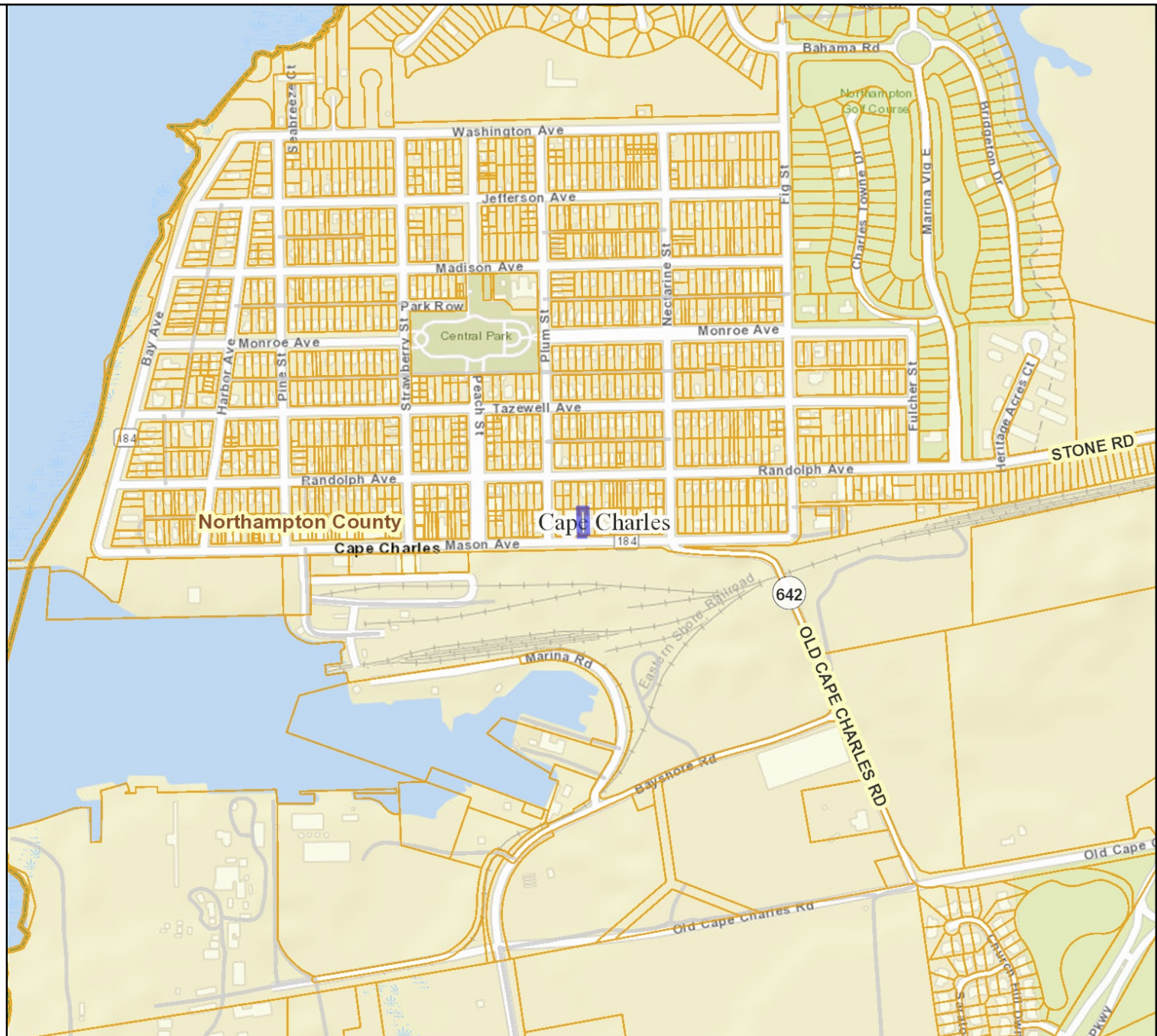
Porch / Columns/ Porch Roof/ Shutters/ SDL Windows/ Azek Trim



Northampton County, Virginia

Legend

- County Boundaries
- Town Names
- Route Numbers
- Road Labels
- Parcels
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Feet
0 200 400 600 800
1:9,028 / 1"=752 Feet

Title: 515 Mason Avenue

Date: 5/25/2021

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: June 15, 2021

Item #: 6E (2) – 624 Jefferson Avenue

Prepared by: Katie H. Nunez, Interim Zoning Administrator

Date: June 7, 2021

APPLICANT: Matthew & Brittany Clark

TYPE OF APPLICATION: Pre-Application/Certificate of Appropriateness

SITE ADDRESS: 624 Jefferson Avenue

WORK TO BE PERFORMED: Add 375 sq. ft. to rear of house

TAX MAP: 83A1-1-124A

CURRENT ZONING: Residential (R-1)

LOT SIZE: 5,600 sq. ft.

HISTORIC REGISTER: CONTRIBUTING STRUCTURE

Description: Ca. 1910, Folk Victorian

DATE APPLICATION RECEIVED: April 30, 2021

PRE-APPLICATION MTG: June 15, 2021

DATE APPLICATION DEEMED COMPLETE: May 15, 2021

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

The applicant is seeking to add 375 square feet as a single-story addition to the rear of the house. The addition is shown to have a total of 5 windows, one exterior door and a sliding glass door leading to the back yard. The existing house is 1,378 square feet.

As this is a pre-application meeting, there is no submitted materials list by the applicant and a discussion is warranted with the applicant as to what information is needed to assist in a final review of the application to obtain Certificate of Appropriateness approval.

The applicant has provided elevation drawings showing the proposed addition.

STAFF ANALYSIS

ZONING COMPLIANCE:

The proposed project is seeking to add a single-story addition to the rear of the house at 375 sq. ft. A site plan has been provided and the addition is in compliance 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.

STAFF RECOMMENDATION:

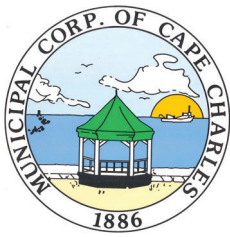
Staff is recommending review of the Pre-Application by the HDRB and determine if the proposed exterior renovations are within the Historic District Guidelines. The applicant is missing some information that needs to be supplied for the application to be deemed complete for consideration of a Certificate of Appropriateness, including a materials list, door type and window type and any other items identified by the HDRB.

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: Matthew and Brittany Clark

Mailing Address: 1219 Gordon ave

Phone Number: 5419719454

Email: clark.mw@gmail.com

PROJECT SUMMARY

Address of Project: 624 Jefferson ave

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

Total Acreage of Project: one lot

Detailed Description (Include proposed use(s) and square footage of floor area for each use):
We would like to add an approximately 375 sq ft, connected-

addition at the rear of the home as part of a remodel and historical rehabilitaiton of our
home at 624 Jefferson. The adition will compliment and mimic the original home,
which will be rehabilitated and restored but fundamentally unchanged. E-signed,

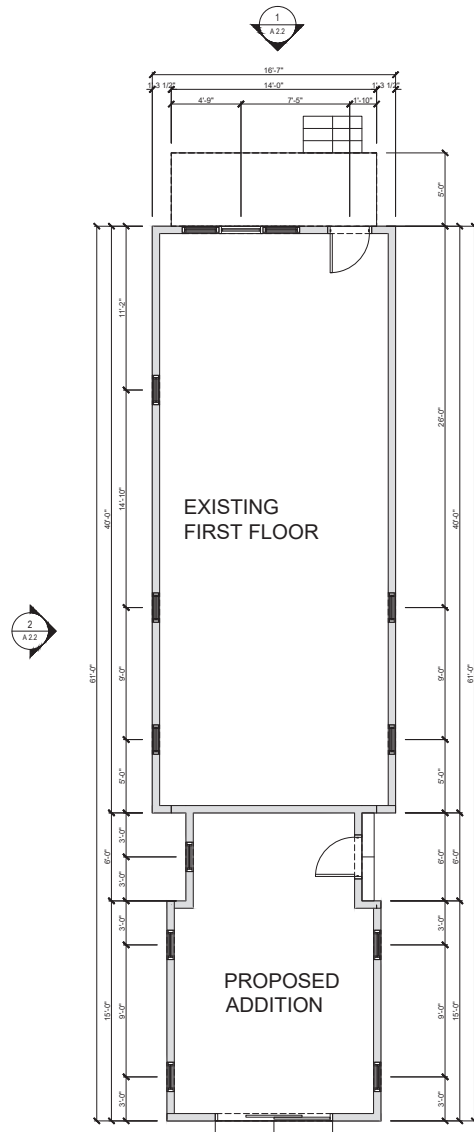
Signature of Applicant: _____ Date: Signed MattewClark

For Internal Use Only:

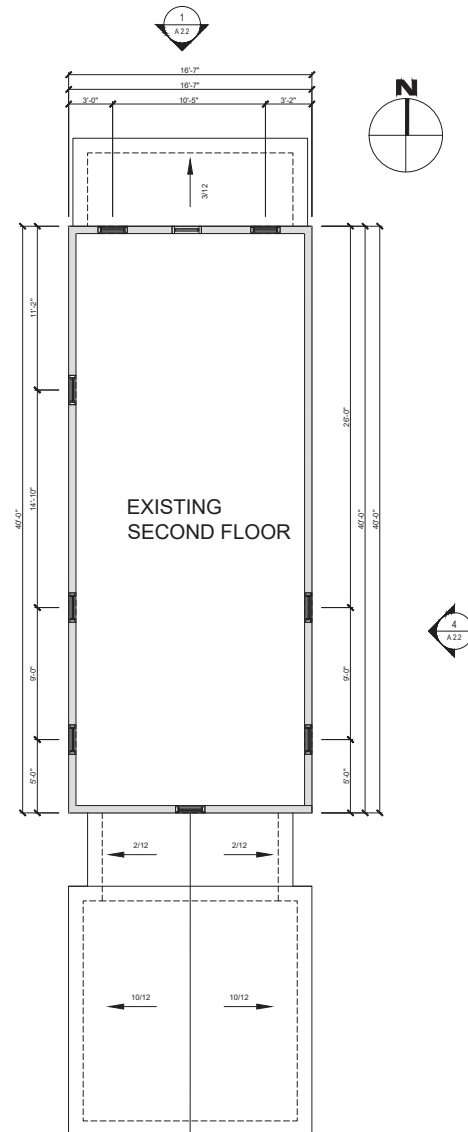
Pre-Application Meeting Date: _____

Staff Printed Name: _____ Signed: _____

HDRB Rep Printed Name: _____ Signed: _____



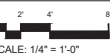
1 **FIRST FLOOR PLAN**
SCALE: 1/4" = 1'-0"



2 **SECOND FLOOR PLAN**
SCALE: 1/4" = 1'-0"

REVISIONS	BY

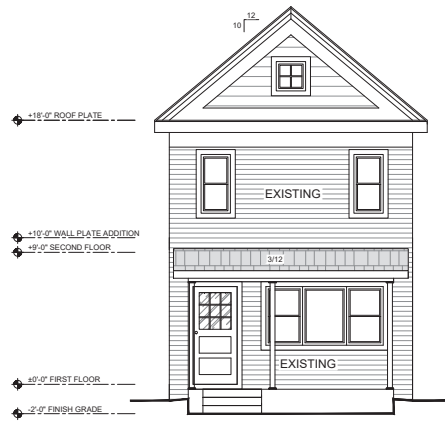
Drawn By:
CLAUDIA MARTINEZ
Date: 25/02/2021
Paper size:
ARCH D (24"X36")
Scale: AS NOTED



SCALE: 1/4" = 1'-0"
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FIRST FLOOR PLAN

Drawing Number:

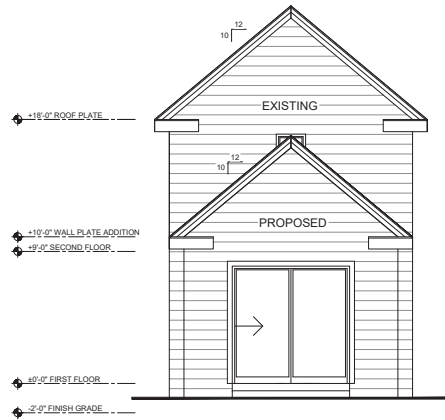
A1.1



1 FRONT ELEVATION - NORTH
SCALE: 1/4" = 1'-0"



2 RIGHT ELEVATION - EAST
SCALE: 1/4" = 1'-0"



3 REAR ELEVATION - SOUTH
SCALE: 1/4" = 1'-0"



4 LEFT ELEVATION - WEST
SCALE: 1/4" = 1'-0"

REVISIONS	BY

Drawn By:
CLAUDIA MARTINEZ
Date: 25/02/2021
Paper size:
ARCH D (24"X36")
Scale: AS NOTED

0 2' 4' 8'
SCALE: 1/4" = 1'-0"

Drawing Description:
ELEVATIONS

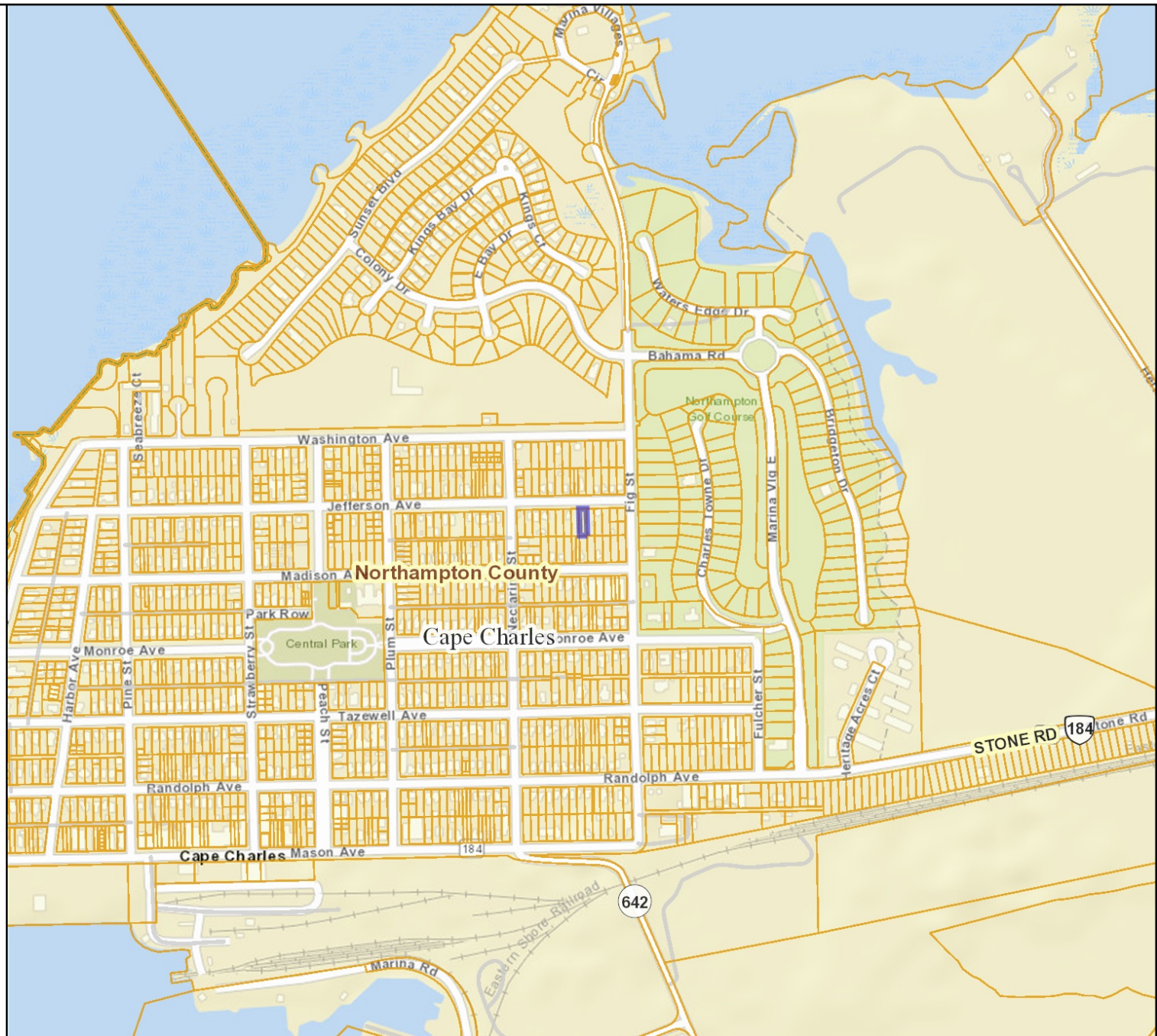
Drawing Number:

A2.1

Northampton County, Virginia

Legend

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



Title: 624 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.

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



HISTORIC DISTRICT REVIEW BOARD STAFF REPORT

Meeting Date: June 15, 2021

Item #: 6E (3) – Lot 168, corner of Jefferson Avenue and Plum Street

Prepared by: Katie H. Nunez, Interim Zoning Administrator

Date: June 7, 2021

APPLICANT: Joseph & Deborah Moore

TYPE OF APPLICATION: Pre-Application/Certificate of Appropriateness

SITE ADDRESS: Lot 168, corner of Jefferson Avenue and Plum Street

WORK TO BE PERFORMED: New 2,714 square foot, 2-story single family residence with 544 sq. ft. detached garage with finished space above; 2 story front porch and screened rear porch

TAX MAP: 83A1-1-168

CURRENT ZONING: Residential (R-1)

LOT SIZE: 5,600 sq. ft.

HISTORIC REGISTER: Not listed

DATE APPLICATION RECEIVED: April 19, 2021

PRE-APPLICATION MTG: June 15, 2021

DATE APPLICATION DEEMED COMPLETE: May 15, 2021

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

The applicant is seeking to construct a 2,714 square foot, two-story single-family residence with a 544 sq. ft. detached garage with finished space above; the house is proposed to have a two-story front porch and a screened rear porch.

The applicant has submitted a full set of architectural drawings with elevation for both the house and the detached garage and a detailed materials list.

This lot is currently a vacant lot and is a legal, conforming lot. There is an alley at the rear of this property which requires that any structure (fence or accessory structure) be set back five feet from any alley line.

The applicant is proposing a two-story house with a two-story front porch. In reviewing the styles of existing houses on Jefferson Avenue, a house with a two-story front porch is not typical for that neighborhood nor that street. This style with a two-story-front porch is more commonly found with houses on Bay Avenue. However, the HDRB has recently approved a property at 406 Jefferson Street with a two-story front porch.

STAFF ANALYSIS

ZONING COMPLIANCE:

The proposed project is seeking to construct a 2,714 square foot, two-story single-family residence with a 544 sq. ft. detached garage with finished space above; the house is proposed to have a two-story front porch and a screened rear porch. A site plan has been provided. The front setback requirement is the prevailing standard set in the neighborhood which is approximately 17 feet; all other setbacks are in compliance.

The height of the accessory structure does not appear to be in compliance with the Zoning Ordinance which requires that when the main structure height possesses more than one story above grade and this main structure appears to be 28.375 feet height, then the accessory structure shall be no higher than 2/3rds the height of the main structure or twenty-four feet (24'), whichever is lesser. This would require this project's accessory structure to be no taller than 18.916 feet. However, it appears that the accessory structure is 24.838 feet which exceeds the ordinance requirements. I will contact the applicant and confirm the heights of both structures.

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:

NEW CONSTRUCTION, Page 22: The success of new construction within a historic district does not depend on direct duplication of existing building forms, features, materials, and details. Rather, it relies on understanding what the distinctive architectural character of the district is. In-fill buildings must be compatible with that character. In considering the overall compatibility of a proposed structure, its height, form, massing, proportion, size, scale, and roof shape should first be reviewed. A careful analysis of buildings surrounding the site can be valuable in determining how consistent and, consequently, how significant each of these criteria is. A similar study of materials, building features, and details typical of existing buildings along the streetscape, block, or square will provide a vocabulary to draw on in designing a compatible building. Particular attention should be given to the spacing, placement, scale, orientation, and size of window and door openings as well as the design of the doors and the windows themselves. Compatibility at the building skin level is also critical. The selection of appropriate exterior materials and finishes depends on an understanding of the compatibility of proposed materials and finishes in composition, pattern, texture, color, and sheen.

STAFF RECOMMENDATION:

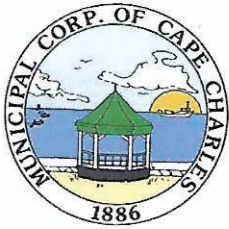
Staff is recommending review of the Pre-Application by the HDRB and determine if the proposed new single-family residence on a vacant lot (also known as an infill lot) is within the Historic District Guidelines.

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: Joseph and Deborah Moore

Mailing Address: 522 Kerry Lake Dr., Newport News, VA 23602

Phone Number: 757-570-8974 Email: joseppi57@yahoo.com

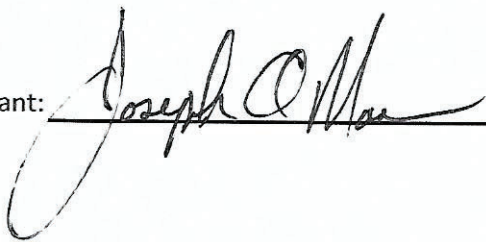
PROJECT SUMMARY

Address of Project: Lot 168 corner of Jefferson Ave and Plum St.

Application Type (rezoning, variance, etc.): New Construction Single Family Residence

Total Acreage of Project: 40' x 140' lot

Detailed Description (Include proposed use(s) and square footage of floor area for each use):
New construction of 2 story (2,714 SF) single family residence with 544 SF detached
garage with finished space above. House will have 2 front porches total of 480 SF and
a screened porch at the rear 192 SF. House and garage will be Hardi Plank siding with
asphalt shingles. House will be used as full time residence.

Signature of Applicant: 

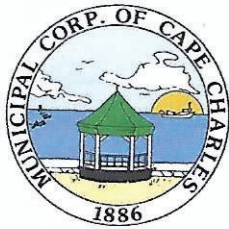
Date: 4.19.21

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: Moore Residence
Property Address: Lot 168 Corner of Jefferson Ave. and Plum St.
Brief Description of Project: New construction 2 story home with detached garage
Zoning District: R1 Current Use: Vacant Lot Proposed Use: Residential home

OWNER INFORMATION

Name and Company: Joseph and Deborah Moore
Mailing Address: 522 Kerry Lake Dr., Newport News, VA 23602
Phone Number: 757-570-8974 Email: joseppi57@yahoo.com

APPLICANT INFORMATION

☒ check here if applicant is owner

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

CERTIFICATION OF APPLICANT

I hereby certify that I have the authority to make the foregoing application, that the information given is true and correct, and that the construction or improvements will conform to the regulations in the Virginia Statewide Building Code, all pertinent Town Ordinances, including fire, sewer and water ordinances, and private building restrictions, if any, which may be imposed on the property by deed. Furthermore, I certify that the changes to the improvement before or during construction will be provided to the Zoning Administrator and Building Official before such changes are constructed.

Signature of Applicant: Joseph Moore Date: 4-19-21

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

To: Whom it may concern

RE: Certificate of Appropriateness Application

Joseph and Deborah Moore

I am submitting a Certificate of Appropriateness Application seeking ultimate approval to build a new home on Lot 168 in Historic Cape Charles. This lot is located at the corner of Jefferson Avenue and Plum Street and is currently vacant.

I am a retired Assistant Chief of Police having served on the Newport News Police Department for just over 39 years. My wife is currently employed at Huntington Ingalls, Newport News Shipbuilding and is planning to retire about the time this home would be completed. It is our intent to make Cape Charles our permanent home.

We fell in love with Cape Charles about 4 years ago when we started coming over several times a year for vacation. We have been here for all the summer holidays and also spent a Thanksgiving and New Years here as well. We have been looking for a suitable lot to build a new home on for quite some time and found lot 168 at the end of 2020. Before we even closed on the lot, we began working with Bill Doughty of Village Builders by the Bay. We had seen several of the homes he has constructed over the last few years and spoken to some of the owners. Bill has been great to work with and will be our contractor for the home.

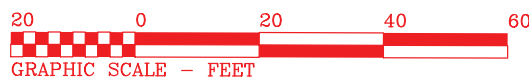
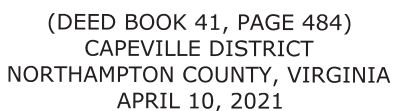
The home we are proposing to build is a southern coastal style. There are several homes of similar style in Cape Charles. Our home is a two story 2,714 sq.ft. design. The home will also have a detached 546 sq.ft. garage with finished space above the garage.

The exterior of the home will be Hardi Plank siding in a light grey color with white trim. The roof will be asphalt shingles. We have worked with Bill Doughty to ensure all the features of the home comply with the requirements of the historic district. We have also optioned the exterior and interior of the home considerably selecting a large number of upgrades and custom touches to ensure the home will be a showpiece and exactly what we want. We have spared no expense in the design of this home and plan on making a sizeable investment in Cape Charles. We have even selected a name for our future home "Moore Sunsets".

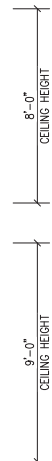
We anxiously look forward to your review and support of this project. We are eager to begin construction as soon as all approvals are received, and Bill can fit us into his construction schedule. If we can be of assistance to you in your review, please do not hesitate to contact us.

I, MARSHALL B. PARKS, A LICENSED LAND SURVEYOR, HEREBY CERTIFY THAT THIS PLAT WAS MADE BY ME AT THE REQUEST OF THE OWNERS AND THAT THIS SURVEY IS ENTIRELY WITHIN THE BOUNDARIES OF LAND COVERED BY THE DEED DESCRIBED HEREON AND THAT THIS MONUMENTATION IS ACTUALLY IN PLACE OR WILL BE SET AT POINTS MARKED AS SHOWN HEREON AND THAT THEIR LOCATIONS ARE CORRECTLY SHOWN. THIS SURVEY IS CORRECT AND COMPLIES WITH THE MINIMUM PROCEDURES AND STANDARDS ESTABLISHED BY THE VIRGINIA BOARD FOR ARCHITECTS, PROFESSIONAL ENGINEERS, LAND SURVEYORS, CERTIFIED INTERIOR DESIGNERS, AND LANDSCAPE ARCHITECTS. THIS PLAT IS BASED ON A CURRENT FIELD SURVEY.

8. AREA: 5,600 SF



DRAWN BY: PARKS	SCALE: 1" = 20'
CHK'D BY: PARKS	BACK TRAV. BY: CROCKETT
FIELD BOOK:	JOB NUMBER: 1151



ACCESS TO GRADE NOT PROVIDED BY ICON

PORCH ROOF, POST,
RAILING AND SLAB
NOT PROVIDED BY ICON

R.A. OR P.E. STAMP

ICON
LEGACY
CUSTOM MODULAR HOMES
LLC

FRONT ELEVATION

EV1

THIS BUILDING HAS BEEN
EXTRACTED FROM AN APPROVED
SYSTEMS OR PER MODEL APPROVAL

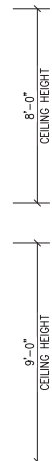
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SERIAL # / ORDER #

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

O#9926

PAGE 4



ACCESS TO GRADE NOT PROVIDED BY ICON

	R.A. OR P.E. STAMP
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ICON
LEGACY
CUSTOM MODULAR HOMES

REAR ELEVATION

EV2

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SYSTEMS OR PER MODEL APPROVAL

JLA

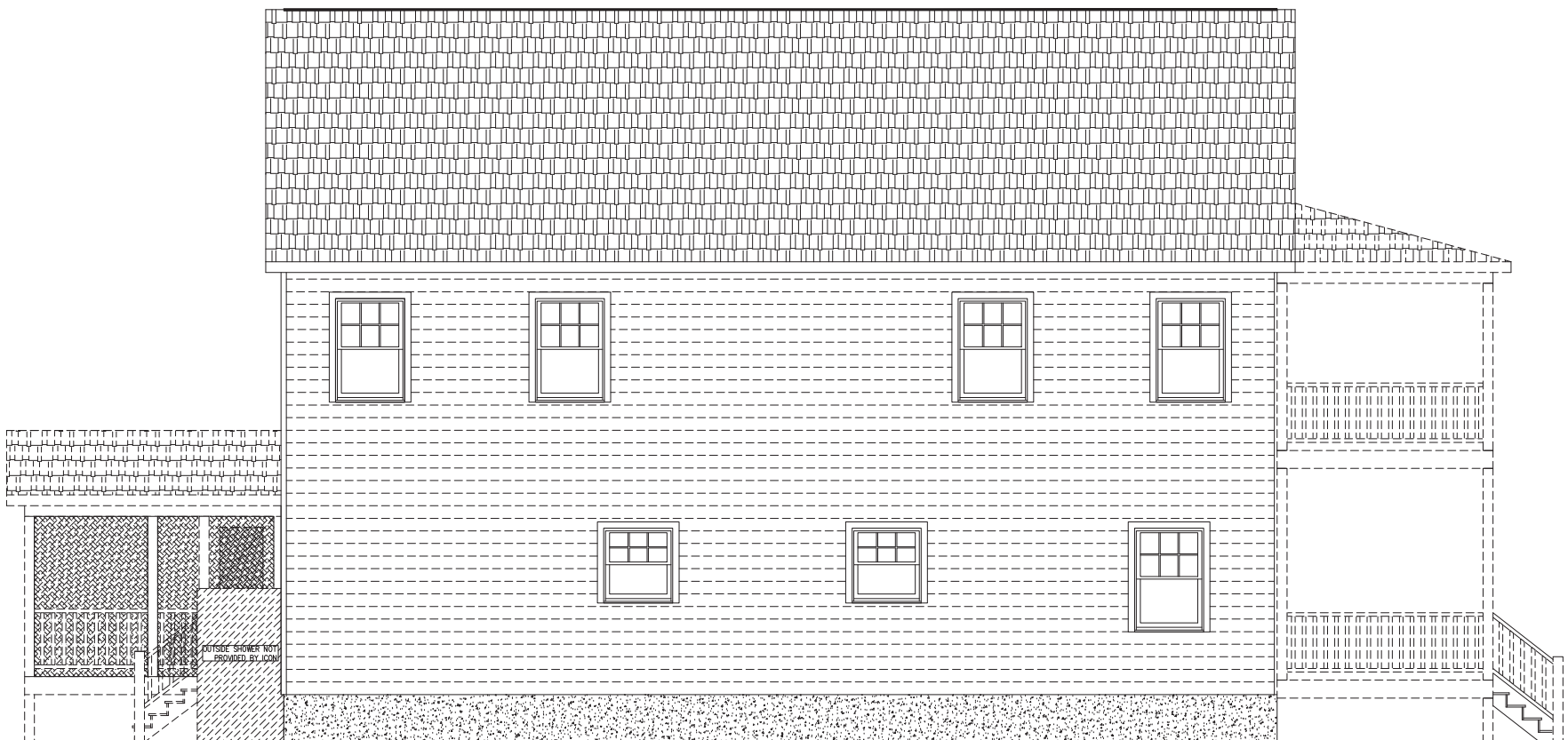
SERIAL # / ORDER #

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

O#9926

PAGE 11

9'-0"
CEILING HEIGHT



LEFT ELEVATION

ACCESS TO GRADE NOT PROVIDED BY ICON

STATE/TPIA APPROVAL STAMP

R.A. OR P.E. STAMP

246 SAND HILL ROAD
SELINGROVE, PA 17870
PHONE: (570) 374-3280
FAX: (570) 374-1122
WWW.ICONLEGACY.COM



DATE	REVISION	BY
02/08/21	PRELIM	TLM
3/1/21	REV. PRELIM	JSS

INDEPENDENT BUILDER		VILLAGE BUILDERS ON THE BAY	
ADDRESS			
CITY	CAPE CHARLES	STATE	VA
COUNTY	NORTHAMPTON	SNOW LOAD (LBS)	23310
ZIP	23040	WIND SPEED (MPH)	119 VUL1
SERIAL NO	09926	TYPE	TWO STORY
TEL NO	804-0006	DATE	2714

LEFT ELEVATION

PAGE 18

EV3

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SYSTEMS OR PER MODEL APPROVAL

JLA

SERIAL #/ ORDER #

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

O#9926



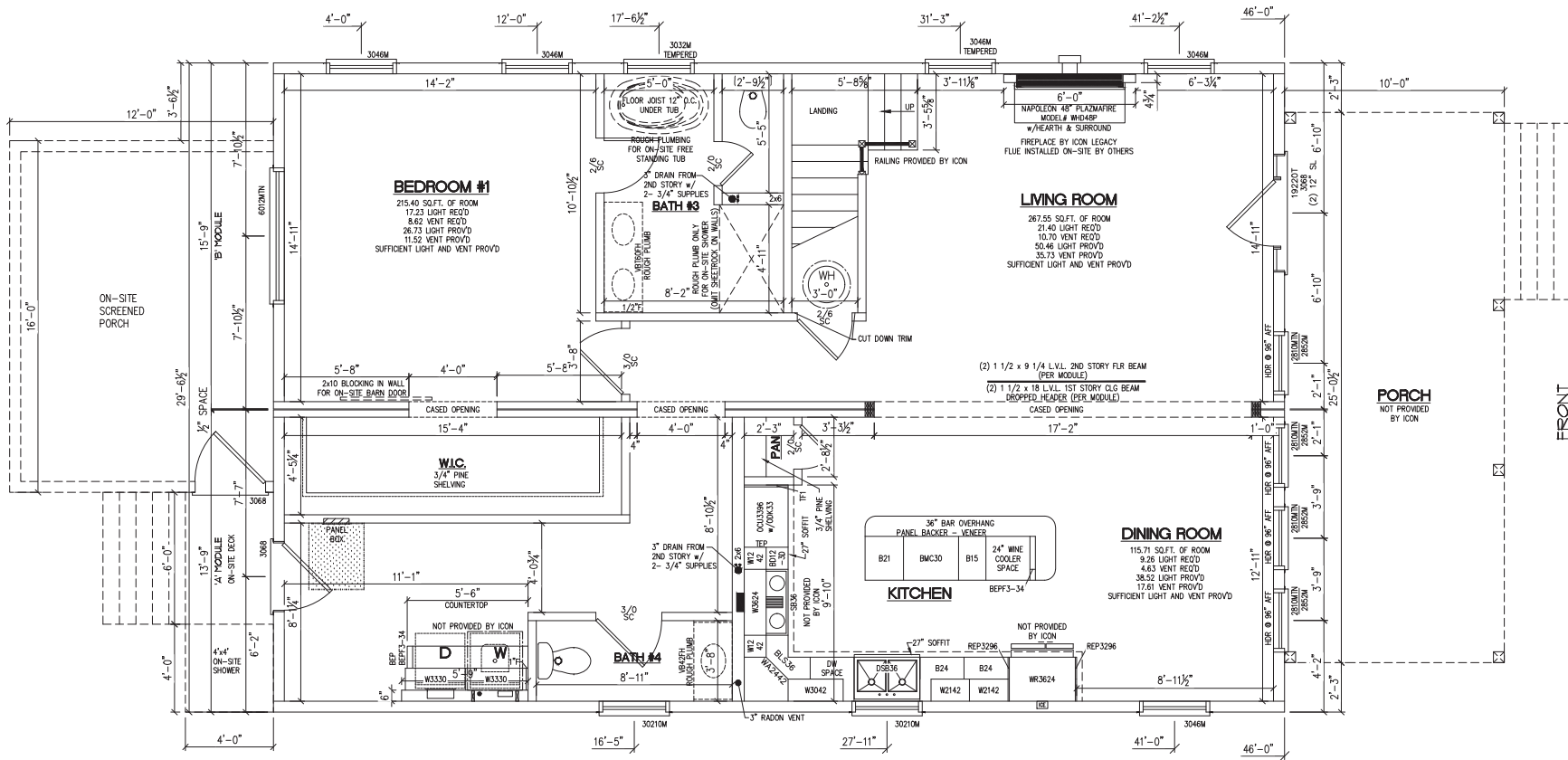
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FAX: (570) 374-1122
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ICON
LEGACY
CUSTOM MODULAR HOMES
L.L.C.

DATE	REVISION	BY
02/08/21	PRELIM	TLM
3/1/21	REV. PRELIM	JSS

INDEPENDENT BUILDER VILLAGE BUILDERS ON THE BAY ADDRESS	CITY CAPE CHARLES	STATE VA	ZIP 23310
COUNTY NORTHAMPTON	SNOW LOAD (LBS) 10	WIND SPEED (MPH) 119	STORY TWO
SERIAL NO 09926	MODEL NO 2714	DATE 04/2026	04/2026

*TEMPERATURE CONTROL VALVE TO BE INSTALLED TO ALL TUBS AND SHOWERS
 *INDEPENDENT BUILDER IS RESPONSIBLE TO COMPLY WITH R312 (WINDOW SILLS)
 OF THE 2009/2012/2015 IRC (DONE ON-SITE IF APPLICABLE)
 -WHERE THE OPENING OF AN OPERABLE WINDOW IS LOCATED MORE THAN
 72 INCHES ABOVE THE FINISHED GRADE OR SURFACE BELOW
 -WHERE THE LOWEST PART OF THE CLEAR OPENING OF THE WINDOW SHALL BE A MINIMUM
 OF 24 INCHES ABOVE THE FINISHED FLOOR OF THE ROOM IN WHICH THE WINDOW IS LOCATED
 -OPERABLE SECTIONS OF WINDOWS SHALL NOT PERMIT OPENINGS THAT ALLOW PASSAGE OF A
 4 INCH DIAMETER SPHERE WHERE SUCH OPENINGS ARE LOCATED WITHIN 24 INCHES OF THE FINISHED FLOOR



- NOTES:
 1. 2X6 EXTERIOR WALLS @ 16 O.C.
 2. 2X4 MARRIAGE WALLS @ 16 O.C.
 3. CEILING HEIGHTS:
 - 9'-0" CEILING HEIGHT 1ST FLOOR
 - 8'-0" CEILING HEIGHT 2ND FLOOR
 4. PLYGEM PRO SERIES DOUBLE HUNG WINDOWS
 5. HEATING SYSTEM ON-SITE BY OTHERS
 6. 9/12 STORAGE RAFTER @ 16 O.C.
 7. 8 1/4" X 9" STAIR GEOMETRY

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 SYSTEM OR PER MODEL APPROVAL

SERIAL #/ ORDER #

SCALE 1/4" = 1'-0"

O#9926

PAGE #

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INDEPENDENT BUILDER
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 STATE VA
 ZIP 23310
 COUNTY NORTHAMPTON
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 WIND SPEED (MPH) 119 VUL T
 SERIAL NO 09926
 SHEET NO 0#9926
 TWO STORY

DATE
 02/08/21

REVISION
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BY
 TLM

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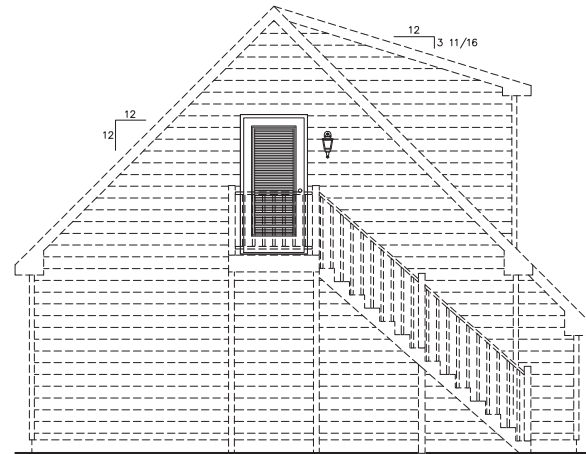
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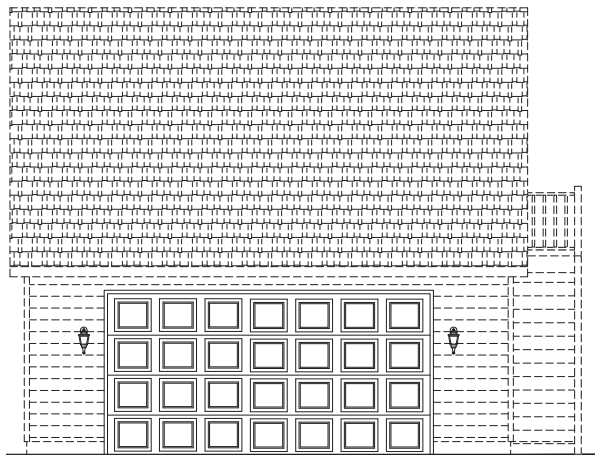
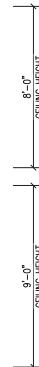
FRONT ELEVATION

ACCESS TO GRADE NOT PROVIDED BY ICON



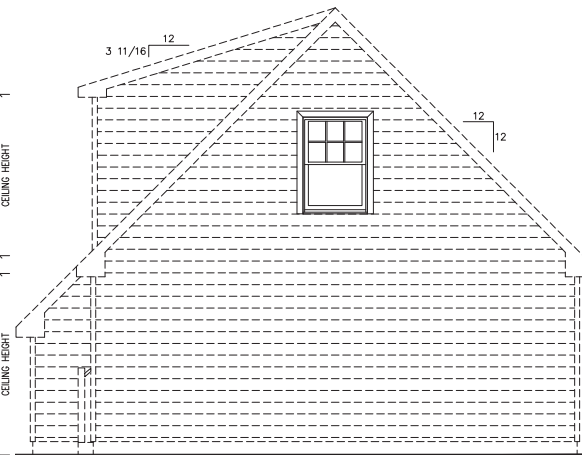
LEFT ELEVATION

ACCESS TO GRADE NOT PROVIDED BY ICON



REAR ELEVATION

ACCESS TO GRADE NOT PROVIDED BY ICON



RIGHT ELEVATION

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FAX: (570) 374-1122
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DATE	REVISION	BY
02/08/21	PRELIM	TLM
3/1/21	REV. PRELIM	JSS

INDEPENDENT BUILDERS VILLAGE BUILDERS ON THE BAY ADDRESS	CITY CAPE CHARLES	STATE VA	ZIP 23310
	COUNTY NORTHAMPTON	SNOW LOAD (LBS) 10	WIND SPEED (MPH) 119 VULT
	ORDER NO 9926	SERIAL NO 2714	TYPE TWO STORY
	FILE NAME 049926		

CROSS SECTION / DETAIL #3

GARAGE IS TO BE ON-SITE BY OTHERS AND IS TO BE USED AS A REFERENCE ONLY



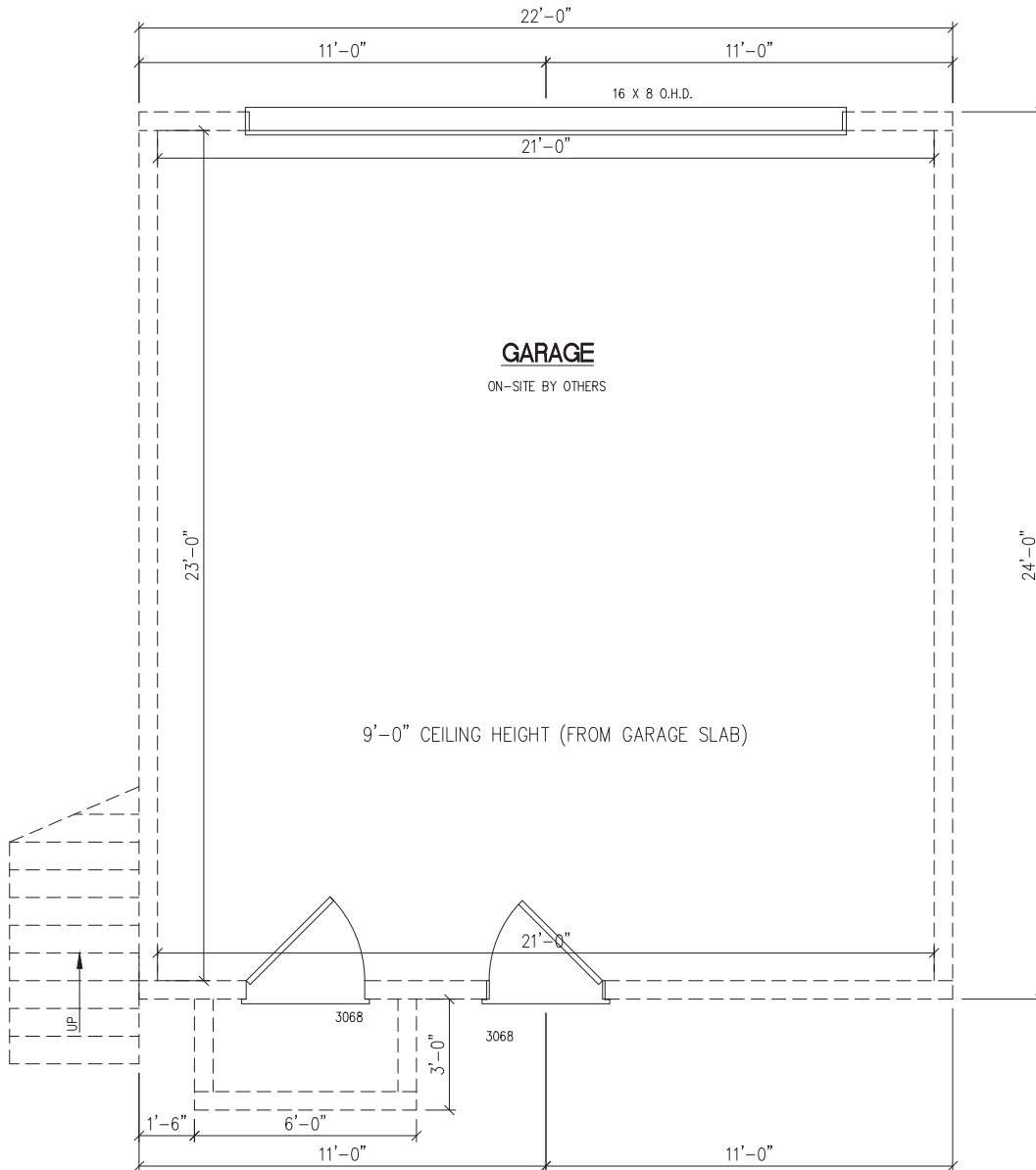
SERIAL # / ORDER #

O#9926

PAGE #

SE3

7" HARDI PLANK SIDING ON-SITE BY BUILDER



GARAGE IS TO BE ON-SITE BY OTHERS AND IS TO BE USED AS A REFERENCE ONLY

THIS BUILDING HAS BEEN
CONSTRUCTED FROM AN APPROVED
SUBMITTAL FOR PERMITS APPROVAL

SERIAL #/ ORDER #

O#9926

PAGE #

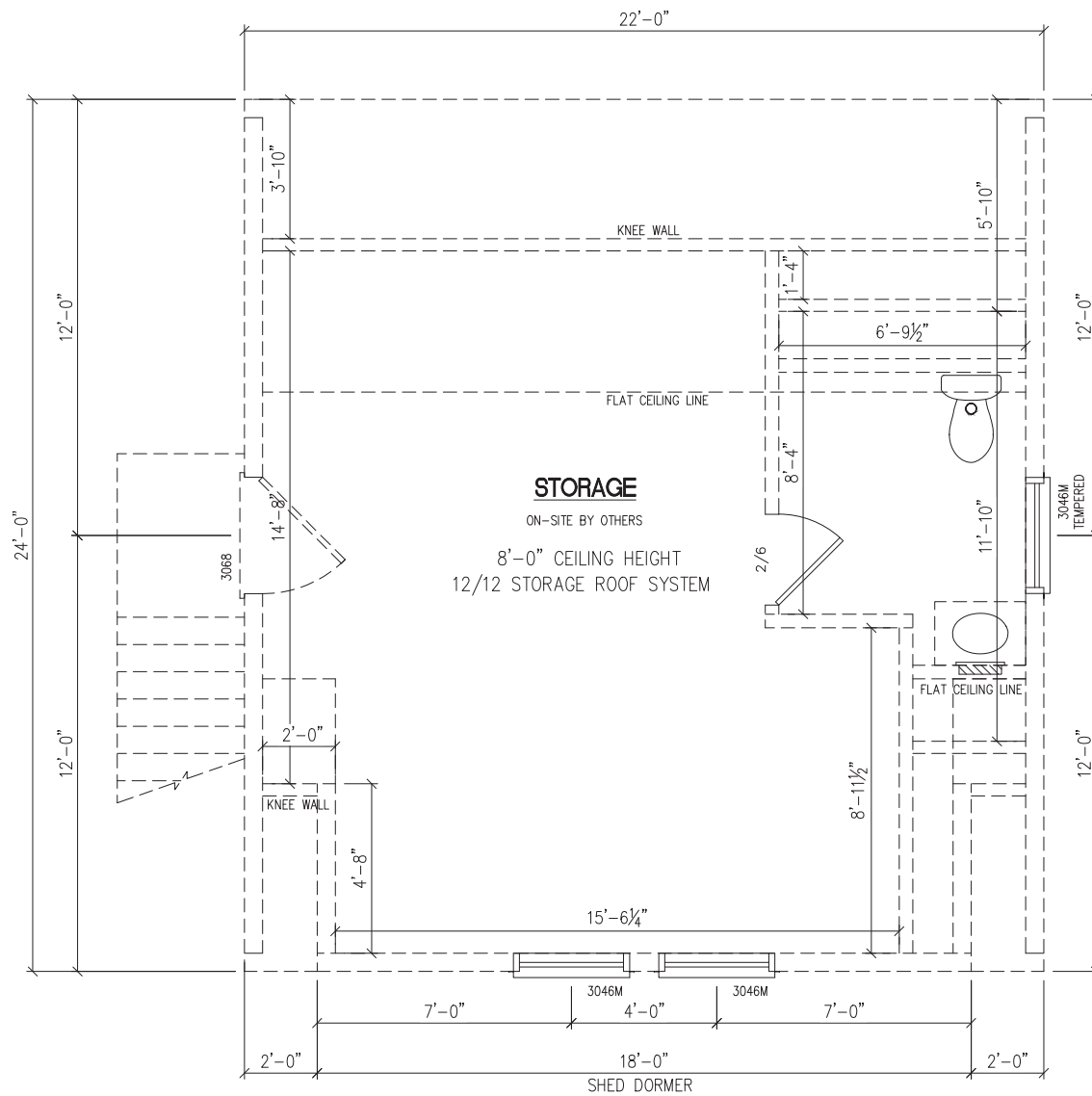
INDEPENDENT BUILDERS
VILLAGE BUILDERS ON THE BAY
ADDRESS

CITY	CAPE CHARLES	STATE	VA	ZIP	23310
COUNTY	NORTHAMPTON	SNOW LOAD (LBS)	10	WIND SPEED (MPH)	119 VULT
ORDER NO	9926	SOFT	2714	TYPE	TWO STORY
FILE NAME	O#9926				

DATE	REVISION	BY
02/08/21	PRELIM	TLM
3/1/21	REV. PRELIM	JSS



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SELINGROVE, PA 17870
PHONE: (570) 374-3280
FAX: (570) 374-1122
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GARAGE IS TO BE ON-SITE BY OTHERS AND IS TO BE USED AS A REFERENCE ONLY

THIS BUILDING HAS BEEN
CONSTRUCTED FROM AN APPROVED
SUBMITTAL FOR LOCAL APPROVAL
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INDEPENDENT BUILDERS
VILLAGE BUILDERS ON THE BAY
ADDRESS

CITY CAPE CHARLES
COUNTY VA
ZIP 23310
SNOW LOAD (LBS) 10
WIND SPEED (MPH) 119 VULT
ORDER NO 9926
SERIAL NO 2714
TYPE TWO STORY
FILE NAME O#9926

DATE	REVISION	BY
02/08/21	PRELIM	TLM
3/1/21	REV. PRELIM	JSS



246 SAND HILL ROAD
SELINS GROVE, PA 17870
PHONE: (570) 374-3280
FAX: (570) 374-1122
WWW.ICONLEGACY.COM

Joe and Deborah Moore House Specifications Lot 168 Jefferson Ave

HOME - Two Story (2,714 Square Feet)

1,357 SF 1st Floor Finished Space, 1,357 SF 2nd Floor Finished Space

4 Bedrooms, 3 Full Bathrooms, 1 Half Bath

4 Course 8 inch Allied Lightweight Block Foundation w/ Air Vents

Exterior Block Walls Parged (24" of Wall Above Grade)

9/12 Gable Roof (Gable End Wall Facing Jefferson Ave)

30 Year Lifetime Arch Shingles (Certainteed)

7" Hardi Plank Cedar Mill Siding

4" Azek Outside Corners (White)

Exterior Soffit Triple 4" (White)

6" White Fascia

Ply Gem Pro Series Double Hung Vinyl Windows (6 Over 1 Simulated Divided Lite)

3 ½" Integrated Flat Wide Trim (Top and Sides of Windows) w/ Thick Sill Nose (See Attached Photo)

First Floor Front Windows Includes (4) Transoms

Therma Tru Fiberglass Exterior Doors w/ Composite Jambs and Brickmold

First Floor Front Door ¾ Glass w/ 6 Lite Simulated Divided Lite Pattern w/ Transom

Second Floor Front Door ¾ Glass w/ 6 Lite Simulated Divided Lite Pattern

Rear Door ¾ Glass w/ 6 Lite Simulated Divided Lite Pattern

Front Porch- Two Story (Total - 480 SF) (24'x 10') (4/12 Hip Roof)

All Framing Material Pressure Treated

Composite T&G Decking (Run 90 Degrees to House)

White Vinyl Railing and White Square Post (6")

8' Wide Composite Stairs to Grade w/ Vinyl Handrails

4/12 Pitch Hip Roof w/ Arch Shingles to Match Home

Azek 6" Trim Boards to Grade (White)

Rear Porch (192 SF) (16'x12') (Gable Roof)

All Framing Material Pressure Treated

All Decking Material Composite 6" Boards

Vinyl Railing and Square Vinyl Post (6")

4/12 Pitch Gable Roof w/ Shingles Roof to Match Home

6' Wide Composite Stairs to Grade w/ 4' Landing @ Rear Door

3/0 White Screen Door from Screen Porch to Landing

16 SF Pressure Treated Outside Shower (On Rear of House)

Screeneeze Screen System Installed on Outside of Railing System

Two Car Detached Garage (546 SF First Floor) w/ Rear Alley Access

(1) 16' x 8' Raised Panel Garage Door w/ Glass Top Section (Facing Alley)

Windows as Shown in Elevations to Match Home w/ 3 1/2" Flat Trim w/ Thick Sill Nose

6 Over 1 Simulated Divided Lites

7" Hardi Plank Cedar Mill Siding to Match Home w/ 4" Azek Corners and 6" White Fascia

Therma Tru 3/0 Two Panel Half Glass Door Facing Rear of Home (1st Floor)

Finished Second Floor Home Office (310 +/- SF)

18' Shed Dormer w/ Two Windows Facing Rear of House

Pressure Treated Exterior Stairs From Second Floor to Grade w/ 3/0 Full Lite Door @ Top

Technical Data Sheet

Landmark® Premium Shingles

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

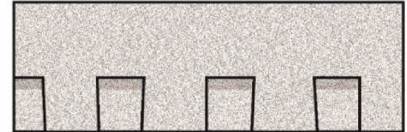
Landmark® PRO Shingles

Landmark® Shingles



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

INSTALLATION

The following is a general summary of the installation methods. Detailed installation instructions are supplied on each bundle of Landmark shingles and must be followed. Separate application sheets may also be obtained from CertainTeed.

Roof Deck Requirements: Apply shingles to minimum 3/8" thick plywood, minimum 7/16" thick non-veneer (e.g. OSB), or minimum 1" thick (nominal) wood decks. The plywood or non-veneer decks must comply with the specifications of APA-The Engineered Wood Association.

Ventilation: Provisions for ventilation should meet or exceed current HUD Standards. To ensure adequate balance ventilation, use a combination of continuous ridge ventilation (using CertainTeed Ridge Vent products, or a comparable product with an external baffle) combined with soffit venting.

Valleys: Valley liner must be applied before shingles. The Closed-Cut valley application method is recommended, using CertainTeed WinterGuard Waterproofing Shingle Underlayment or its equivalent to line the valley prior to being fully covered by the shingles.

Underlayment:

On slopes 4" per foot or greater, CertainTeed recommends one layer of DiamondDeck® or RoofRunner™ Synthetic Underlayment, or Roofers' Select® High-Performance shingle underlayment, or shingle underlayment meeting ASTM D226, D4869 or ASTM D6757. Always ensure sufficient deck ventilation, and take particular care when DiamondDeck, RoofRunner, or other synthetic underlayment is installed. For UL fire rating, underlayment may be required. Corrosion-resistant drip edge is recommended and should be placed over the underlayment at the rake and beneath the underlayment at the eaves. Follow manufacturer's application instructions.

On low slopes (2" up to 4" per foot), apply one layer of CertainTeed's WinterGuard Waterproofing Shingle Underlayment (or equivalent meeting ASTM D1970) over the entire roof deck. Or, in areas not prone to snow or ice apply two layers of 36" wide felt shingle underlayment lapped 19", or two layers of CertainTeed's DiamondDeck, RoofRunner or other synthetic underlayment per the manufacturer's low slope application instructions. Shingle underlayment should meet ASTM D6757, ASTM D4869 or ASTM D226. Ensure sufficient deck ventilation when these types of underlayments are installed. Specific and more detailed installation instructions can be found on product packaging and in the CertainTeed Shingle Applicator's Manual.

Fastening (NailTrak):

Low & Standard Slopes: On low and standard slopes, four nails are required per shingle. There are three nail lines on NailTrak shingles. Position nails vertically between the upper and lower nailing-guide lines. It is acceptable to nail between either the middle and lower lines, or between the upper and middle lines. Nails must be of sufficient length to penetrate into the deck 3/4" or through the thickness of the decking, whichever is less. They are to be located 1" and 12" in from each side of the shingle (see instructions on product wraps). Nails are to be 11 or 12 gauge, corrosion-resistant roofing nails with 3/8" heads.

Steep Slopes: On slopes greater than 21" per foot, fasten each shingle with six nails and four spots of roofing cement placed under each shingle according to application instructions provided on the shingle package. Fasteners must penetrate the two-layer common bond area that is indicated by the middle and lower NailTrak lines, also illustrated on the shingle package.

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

JAMESHARDIE



SELECT CEDARMILL®

Khaki Brown

Thickness	5/16 in.			
Length	12 ft. planks			
Width	5.25 in.	6.25 in.	7.25 in.	8.25 in.
Exposure	4 in.	5 in.	6 in.	7 in.
ColorPlus Pcs./Pallet	324	280	252	210
Prime Pcs./Pallet	360	308	252	230
Pcs./Sq.	25.0	20.0	16.7	14.3



SMOOTH

Countrylane Red

Thickness	5/16 in.			
Length	12 ft. planks			
Width	5.25 in.	6.25 in.	7.25 in.	8.25 in.
Exposure	4 in.	5 in.	6 in.	7 in.
ColorPlus Pcs./Pallet	324	280	252	210
Prime Pcs./Pallet	360	308	252	230
Pcs./Sq.	25.0	20.0	16.7	14.3



BEADED CEDARMILL®*

Light Mist

Thickness	5/16 in.			
Length	12 ft. planks			
Width	8.25 in.			
Exposure	7 in.			
ColorPlus Pcs./Pallet	210			
Prime Pcs./Pallet	240			
Pcs./Sq.	14.3			



BEADED SMOOTH*

Heathered Moss

Thickness	5/16 in.			
Length	12 ft. planks			
Width	8.25 in.			
Exposure	7 in.			
ColorPlus Pcs./Pallet	210			
Prime Pcs./Pallet	240			
Pcs./Sq.	14.3			

*Beaded Cedarmill® and Beaded Smooth are available exclusively with ColorPlus Technology in Pittsburgh, Philadelphia and New England districts.

Products are available primed or with ColorPlus Technology finishes. For more details, visit jameshardiepros.com



CLASSIC DOUBLE HUNG



STANDARD FEATURES

- Classic brickmould profile provides an authentic sculptured appearance that matches traditional exterior millwork
- Interior and exterior accessory grooves allow for easy accessory application
- Both sash tilt in and remove for safe and easy cleaning of exterior glass
- Weather-tight dual action sash lock provides security while sealing out the weather and sealing in your comfort
- Energy-efficient WarmEdge insulating glass for enhanced energy performance
- Low-profile sill nosing resembles a traditional wood window
- Integral nail fin with fusion-welded corners for simple and accurate installation
- Maintenance-free multi-chamber PVC construction with fusion-welded corners for durability, weather-tight performance and beauty
- Robust interlock satisfies forced entry requirements and improves structural performance
- Integral $\frac{11}{16}$ " siding pocket with undersill trim leg allows for simple and secure siding installation



OPTIONS

GLASS OPTIONS:

Low-E, Low-E^{SC}, Low-E2+, Low-E2+^{SC}, LE^{PS}, LE2+^{PS}, HP, HP^{SC}, HP2+, HP2+^{SC}, HP^{PS}, HP2+^{PS}, WarmEdge+, tinted, tempered, obscure, and spandrel glass

GRILLE OPTIONS:

Color-coordinated grilles-between-the-glass (GBG) in flat $\frac{5}{8}$ " and $\frac{7}{8}$ ", sculptured $\frac{5}{8}$ " and 1" styles, $\frac{7}{8}$ " and 1 $\frac{1}{4}$ " simulated divided lites (SDL)

EXTENSION JAMBS:

Custom to 9 $\frac{1}{8}$ " in primed or natural wood, and cellular PVC

PRODUCT CONFIGURATION:

Singles, twins, triples, side lites, fixed, combinations, 30° and 45° bays and a wide variety of architectural shapes

COLOR OPTIONS:

WHITE

BEIGE

CLAY



DOUBLE HUNG THERMAL PERFORMANCE

For comparison, these are a few select configurations using 3mm glass within a $\frac{3}{4}$ " IGU and no grilles

R Value

NFRC CERTIFIED

U Factor

SHGC

VT

WITH WARM EDGE

LE	2.94	0.34	0.28	0.52
LE ^{SC}	2.94	0.34	0.22	0.41
HP	3.23	0.31	0.28	0.52
HP ^{PS}	3.23	0.31	0.44	0.54
HP ^{SC}	3.33	0.30	0.21	0.41
LE2+	3.45	0.29	0.27	0.51
LE2+ ^{SC}	3.45	0.29	0.21	0.40
HP2+ ^{PS}	3.57	0.28	0.43	0.54
HP2+	3.70	0.27	0.27	0.51
HP2+ ^{SC}	3.70	0.27	0.21	0.40

WITH WARM EDGE PLUS SPACER

HP	3.33	0.30	0.28	0.52
HP ^{PS}	3.33	0.30	0.44	0.54
HP ^{SC}	3.45	0.29	0.21	0.41
HP2+ ^{PS}	3.70	0.27	0.43	0.54
HP2+	3.85	0.26	0.27	0.51
HP2+ ^{SC}	3.85	0.26	0.21	0.40

All units are NAMI certified and rated in accordance with NFRC 100/200 standards by an AAMA accredited lab. Performance values reflect the performance of units tested with the following configuration: $\frac{3}{4}$ " IGU, 3mm glass and no grilles.

R-value: Restrictive ambient air flow; U-factor: Rate of heat loss; SHGC: Solar Heat Gain Coefficient; VT: Visible Transmittance

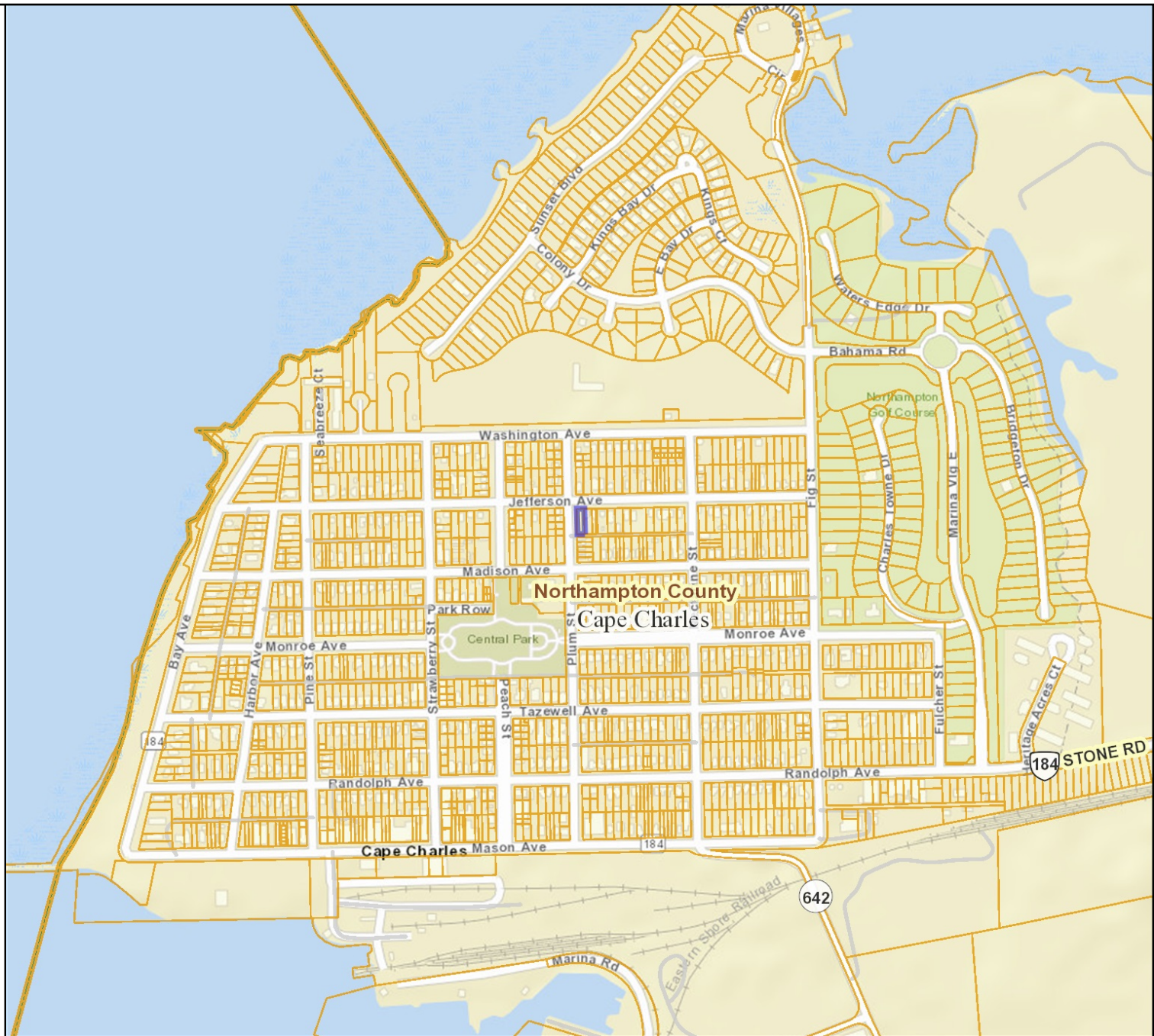
NOTE: Colors shown are close approximations and may not be accurate representations for color matching.



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: Lot 168 Jefferson Avenue

Date: 5/25/2021

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: June 15, 2021

Item #: 6E (4) – Lot 561 corner of Randolph Avenue and Nectarine St.

Prepared by: Katie H. Nunez, Interim Zoning Administrator

Date: June 7, 2021

APPLICANT: Christy & Justin Walker

TYPE OF APPLICATION: Pre-Application/Certificate of Appropriateness

SITE ADDRESS: Lot 561, corner of Randolph Ave and Nectarine St

WORK TO BE PERFORMED: New 2,072 square ft, 2-story single family residence with 350 sq. ft. accessory structure; house will have 2-story front porch

TAX MAP: 83A3-1-561B

CURRENT ZONING: Residential (R-1)

LOT SIZE: 2,800 sq. ft.

HISTORIC REGISTER: Not listed

DATE APPLICATION RECEIVED: February 25, 2021

PRE-APPLICATION MTG: June 15, 2021

DATE APPLICATION DEEMED COMPLETE:

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

The applicant is seeking to construct a 2,072 square foot, two-story single-family residence with a 350 sq. ft. accessory structure.

The applicant has submitted a full set of architectural drawings with elevation for both the house and the accessory structure.

This lot is currently a vacant lot and is a legal, non-conforming lot.

The applicant is proposing a two-story house with a two-story front porch. In reviewing the styles of existing houses on Randolph Avenue, a house with a two-story front porch is not typical for that neighborhood nor that street. This style with a two-story-front porch is more commonly found with houses on Bay Avenue. However, the HDRB has recently approved a property at 406 Jefferson Street with a two-story front porch.

STAFF ANALYSIS

ZONING COMPLIANCE:

The proposed project is seeking to construct a 2,072 square foot, two-story single-family residence with a 350 sq. ft. accessory structure; the house is proposed to have a two-story front porch. A preliminary sketch plan was provided by the applicant in March 2021 which I provided comments

concerning zoning compliance in an e-mail dated April 14, 2021. A new site plan has not been submitted by the applicant which resolves the issues raised by me concerning zoning compliance.

I am not able to provide zoning clearance for this application but since it is in the Pre-Application process and additional information is needed, especially a full materials list, there is still sufficient time for the applicant to provide a revised site plan to comply 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:

NEW CONSTRUCTION, Page 22: The success of new construction within a historic district does not depend on direct duplication of existing building forms, features, materials, and details. Rather, it relies on understanding what the distinctive architectural character of the district is. In-fill buildings must be compatible with that character. In considering the overall compatibility of a proposed structure, its height, form, massing, proportion, size, scale, and roof shape should first be reviewed. A careful analysis of buildings surrounding the site can be valuable in determining how consistent and, consequently, how significant each of these criteria is. A similar study of materials, building features, and details typical of existing buildings along the streetscape, block, or square will provide a vocabulary to draw on in designing a compatible building. Particular attention should be given to the spacing, placement, scale, orientation, and size of window and door openings as well as the design of the doors and the windows themselves. Compatibility at the building skin level is also critical. The selection of appropriate exterior materials and finishes depends on an understanding of the compatibility of proposed materials and finishes in composition, pattern, texture, color, and sheen.

STAFF RECOMMENDATION:

Staff is recommending review of the Pre-Application by the HDRB and determine if the proposed new single-family residence on a vacant lot (also known as an infill lot) is 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
tracy.outten@capecharles.org

APPLICANT INFORMATION

Name: justin and christy walker
Mailing Address: 2211 west sail lane, virginia beach, va 23455
Phone Number: 757 362 4212 Email: christy@pelicanbayplumbing.net

PROJECT SUMMARY

Address of Project: Lot 561 S west corner of Randolph & nectarine
Application Type (rezoning, variance, etc.): new construction residential home
Total Acreage of Project: 87' x 40' lot

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

new 2-story home : 2,072 sq ft.
outbuilding : 350 sq ft

Signature of Applicant: [Signature] Date: 4.5.2021

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: Walker New Construction Home
Property Address: Lot 561, S West Corner of Randolph & Nectarine
Brief Description of Project: new 2-story home
Zoning District: R-1 Current Use: n/a Proposed Use: Single fam home with outbuilding

OWNER INFORMATION

Name and Company: Justin and Christy Walker
Mailing Address: 2211 Westsail Lane, Virginia Beach, VA 23455
Phone Number: 757 362 4212 Email: christy@pelicanbayplumbing.net

APPLICANT INFORMATION

☒ check here if applicant is owner

Name: Justin & Christy Walker
Mailing Address: 2211 Westsail Lane, Vb. VA 23455
Phone Number: 757 362 -4212 Email: christy@pelicanbayplumbing.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: [Signature] Date: 4.5.2021

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

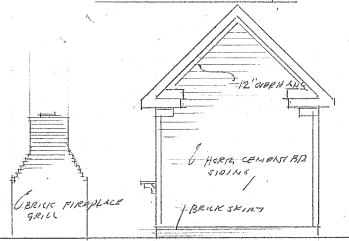
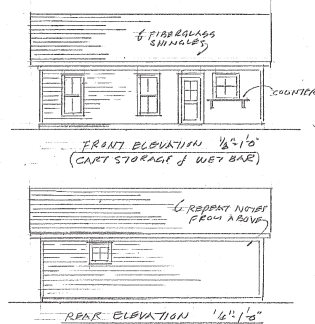
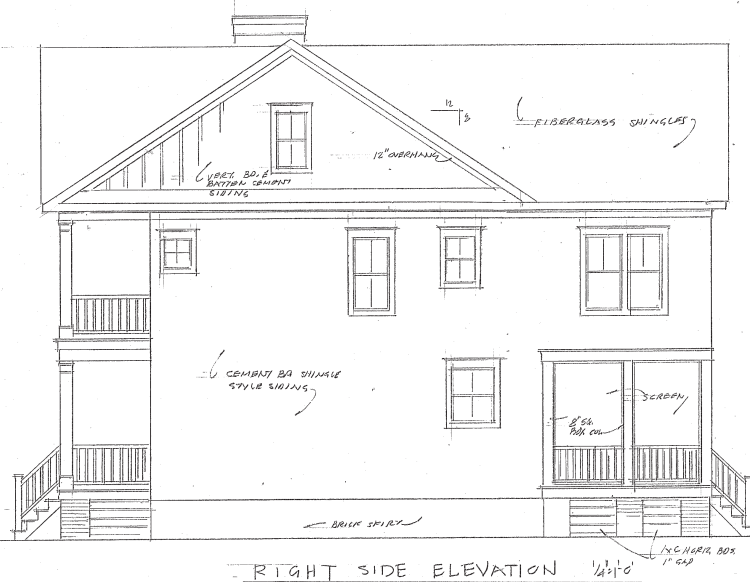
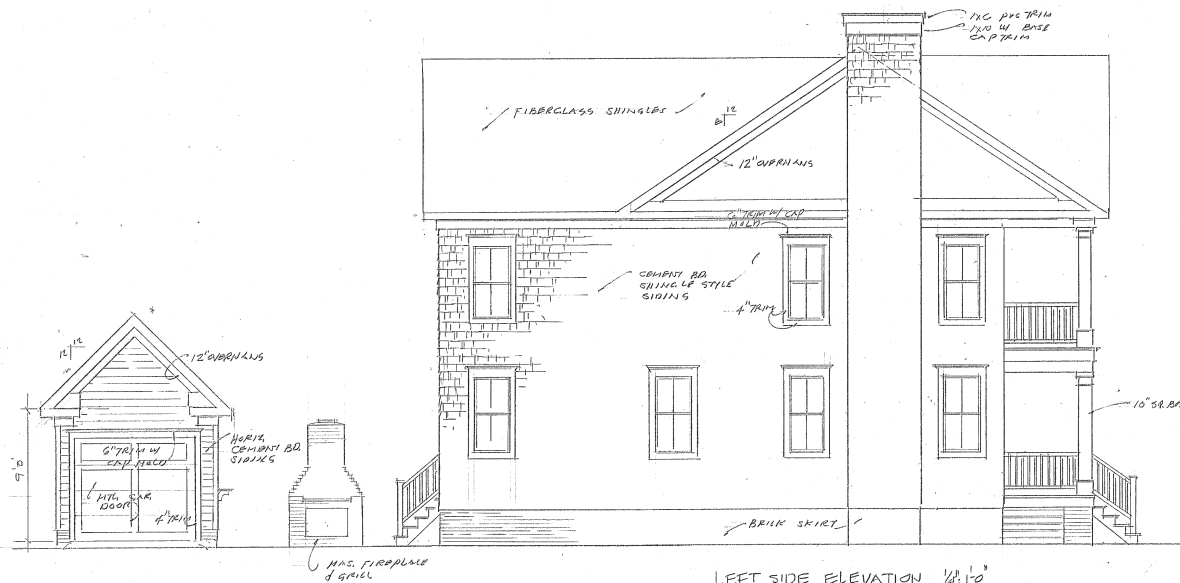
SURVE



Edward L. Large
Mayor of Cape Charles

EASTERN SHORE SURVEYORS
P.O. BOX 456
BELLE HAVEN, VA. 23306
(757) 442-4418
CAPE CHARLES QUAD

F.B. 93. P. 31



**RESIDENTIAL
DESIGNS, LTD.**
CARROLL W. JOHNSON
Post Office Box 16410 • Chesapeake, Virginia 23060



DESIGN BY: CMI

DRAWN BY: CWJ

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100	101	102	103	104	105	106	107	108	109	110	111	112	113	114	115	116	117	118	119	120	121	122	123	124	125	126	127	128	129	130	131	132	133	134	135	136	137	138	139	140	141	142	143	144	145	146	147	148	149	150	151	152	153	154	155	156	157	158	159	160	161	162	163	164	165	166	167	168	169	170	171	172	173	174	175	176	177	178	179	180	181	182	183	184	185	186	187	188	189	190	191	192	193	194	195	196	197	198	199	200	201	202	203	204	205	206	207	208	209	210	211	212	213	214	215	216	217	218	219	220	221	222	223	224	225	226	227	228	229	230	231	232	233	234	235	236	237	238	239	240	241	242	243	244	245	246	247	248	249	250	251	252	253	254	255	256	257	258	259	260	261	262	263	264	265	266	267	268	269	270	271	272	273	274	275	276	277	278	279	280	281	282	283	284	285	286	287	288	289	290	291	292	293	294	295	296	297	298	299	300	301	302	303	304	305	306	307	308	309	310	311	312	313	314	315	316	317	318	319	320	321	322	323	324	325	326	327	328	329	330	331	332	333	334	335	336	337	338	339	340	341	342	343	344	345	346	347	348	349	350	351	352	353	354	355	356	357	358	359	360	361	362	363	364	365	366	367	368	369	370	371	372	373	374	375	376	377	378	379	380	381	382	383	384	385	386	387	388	389	390	391	392	393	394	395	396	397	398	399	400	401	402	403	404	405	406	407	408	409	410	411	412	413	414	415	416	417	418	419	420	421	422	423	424	425	426	427	428	429	430	431	432	433	434	435	436	437	438	439	440	441	442	443	444	445	446	447	448	449	450	451	452	453	454	455	456	457	458	459	460	461	462	463	464	465	466
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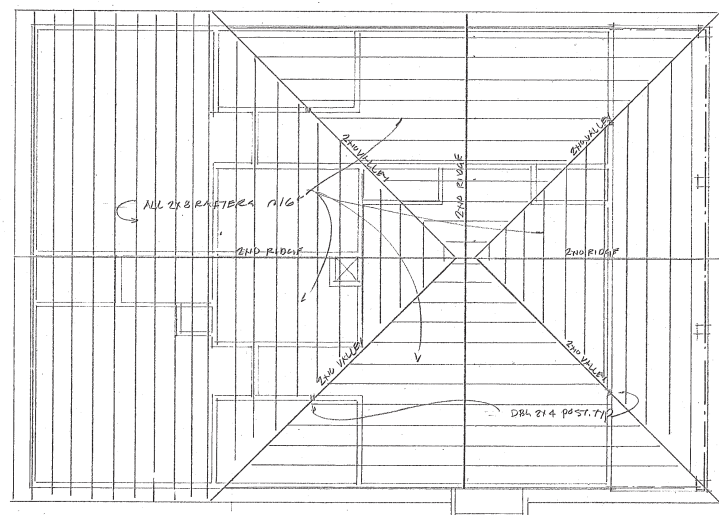
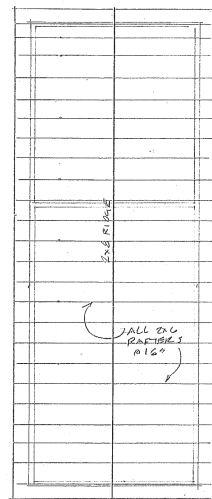
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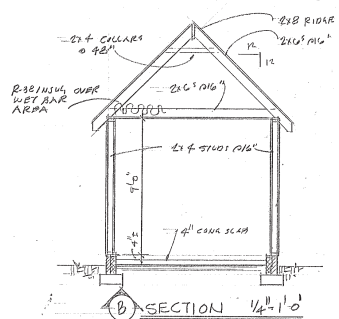
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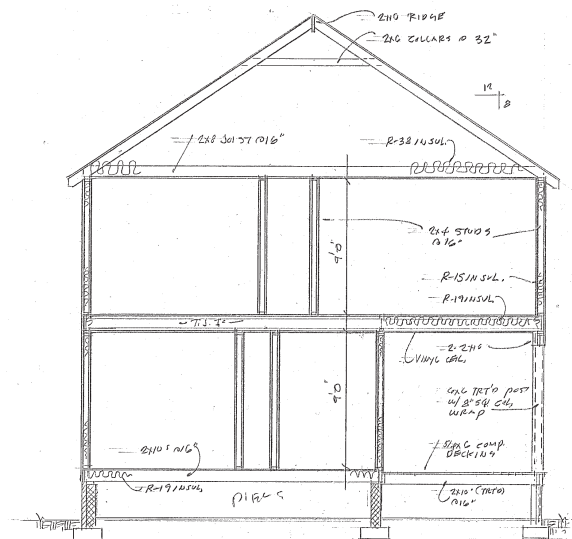
1. The first step is to identify the problem or question that needs to be answered. This involves understanding the context and the specific requirements of the task.



ROOF FRAMING PLAN 1/4" = 1'-0"



B SECTION $\frac{1}{4}'' = 1' - 0''$



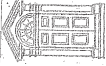
A SECTION 1/4" = 1'0"

Lot # 561
Corner of Nectarine & Randolph Ave.

FIRST FLOOR	777 SFT
SECOND FLOOR	1190 SFT
CARD. PORCH 1ST FL.	180 SFT
CARD. PORCH 2ND FL.	180 SFT
SCREEN PORCH	154 SFT
CAR. STOR. & HOT BAR	330 SFT
TOTAL HEATED	2147 SFT

THESE PLANS AND THE DESIGN CONTAINED HEREIN ARE THE PROPERTY OF RESIDENTIAL DESIGNS, LTD. AND MAY NOT BE REPRODUCED OR TRANSMITTED IN ANY MANNER WITHOUT THE WRITTEN PERMISSION OF RESIDENTIAL DESIGNS, LTD. A PROFESSIONAL CORPORATION, 22328 PINE OFFICE BOX 6440 - CHESAPEAKE, VIRGINIA 22028

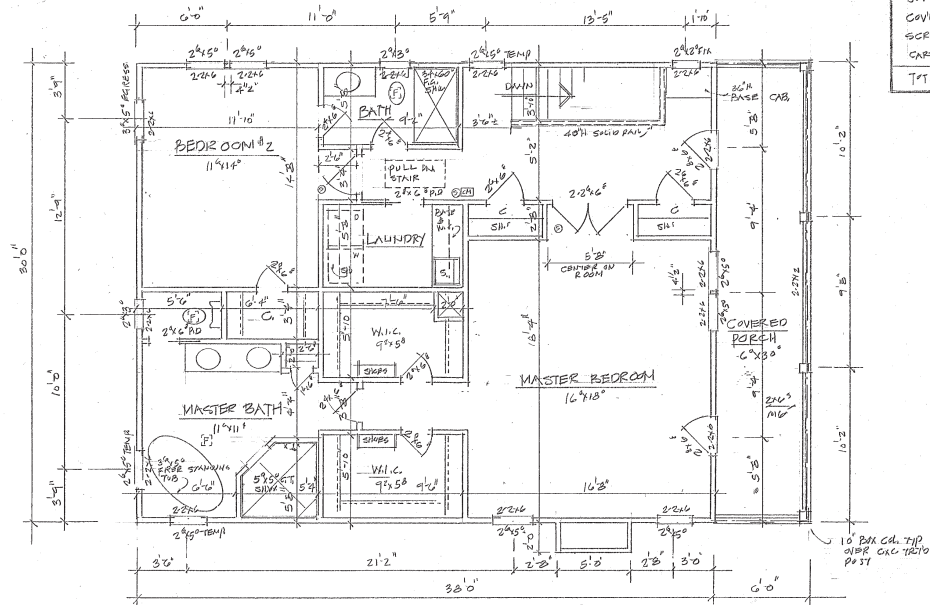
RESIDENTIAL DESIGNS, LTD.
CARROLL W. JOHNSON
22328 PINE OFFICE BOX 6440 - CHESAPEAKE, VIRGINIA 22028



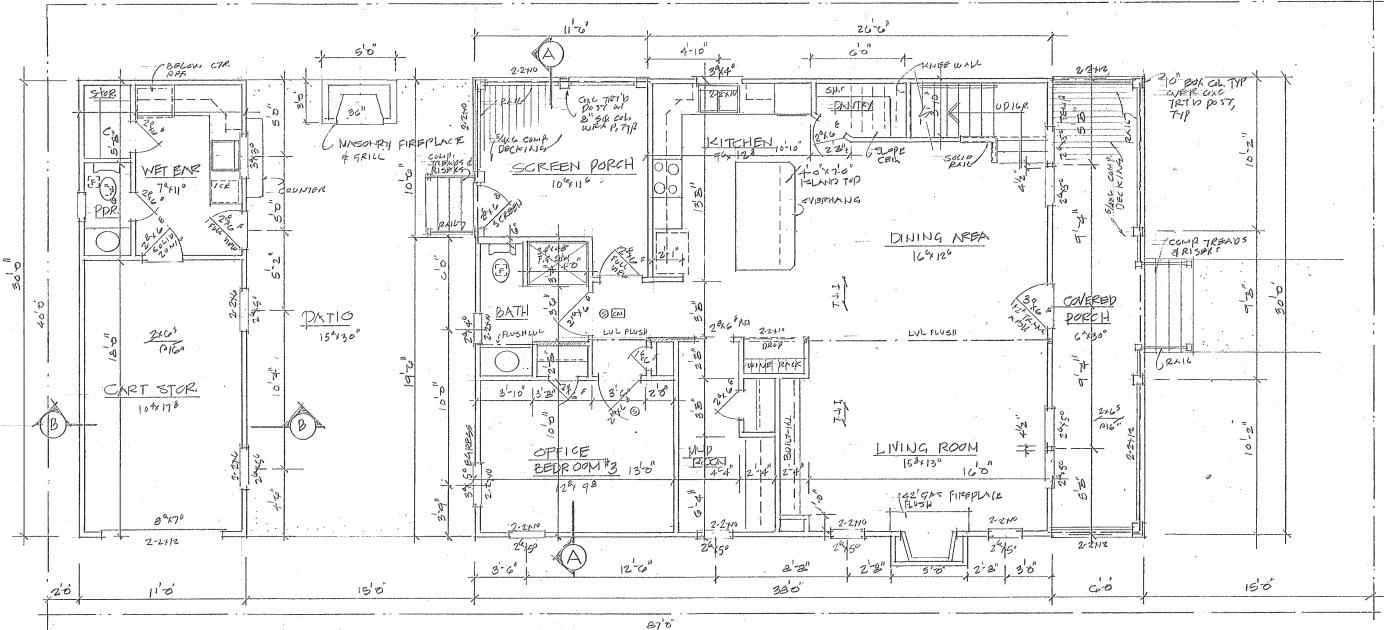
DATE: _____
DESIGN BY: CWJ
DRAWN BY: CWJ

Lot # 561
Corner of Nectarine & Randolph Ave.

JOB NO. _____
SHEET NO. _____



SECOND FLOOR PLAN 1/4" = 1'-0"
9'-0" CEILINGS - SET WINDOWS TO 6'-0" TYP

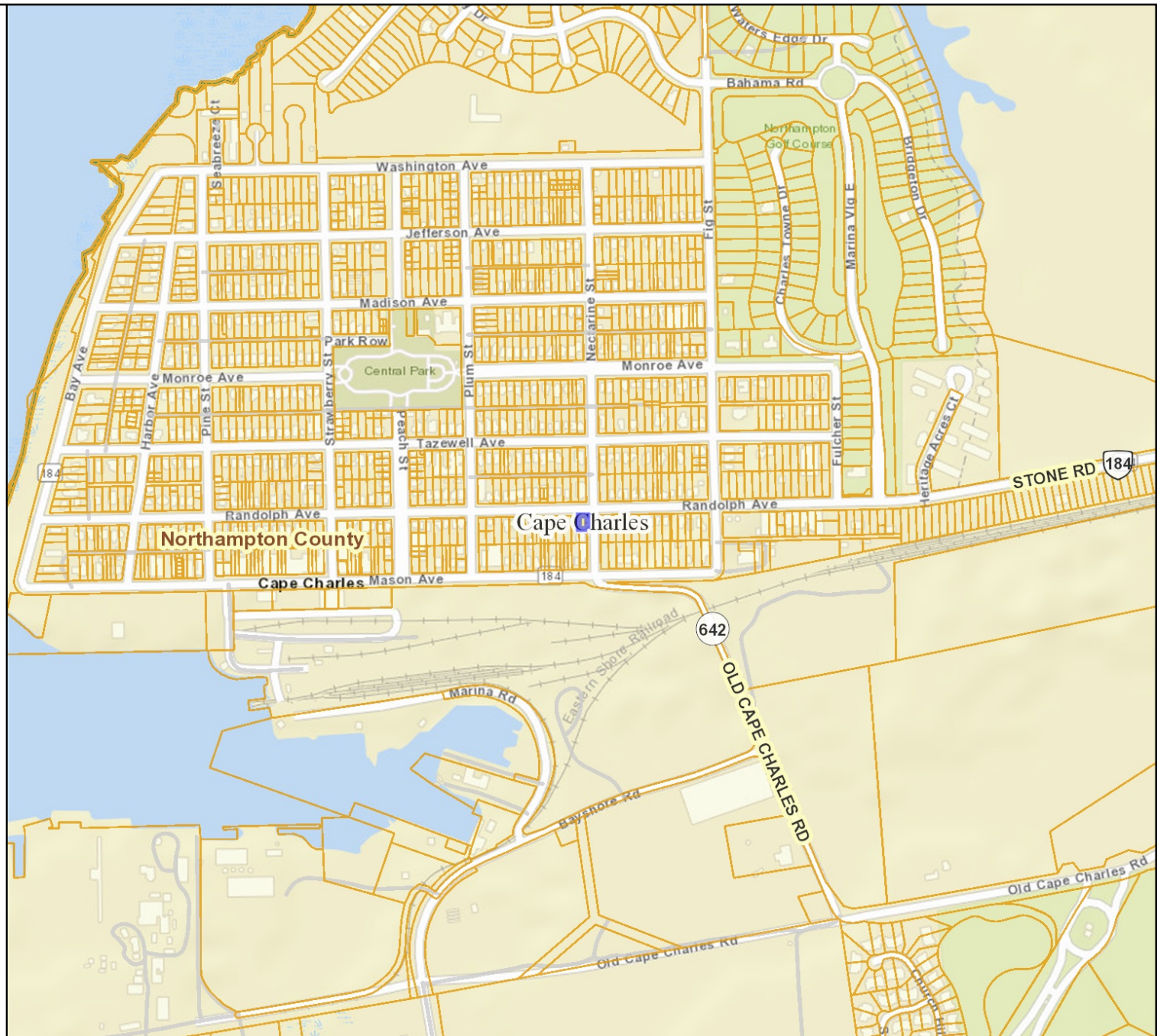


FIRST FLOOR PLAN 1/8" = 1'-0"
9'-0" CEILINGS - SET WINDOWS TO 6'-0" TYP

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: Lot 561 on Randolph Avenue

Date: 6/8/2021

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: June 15, 2021

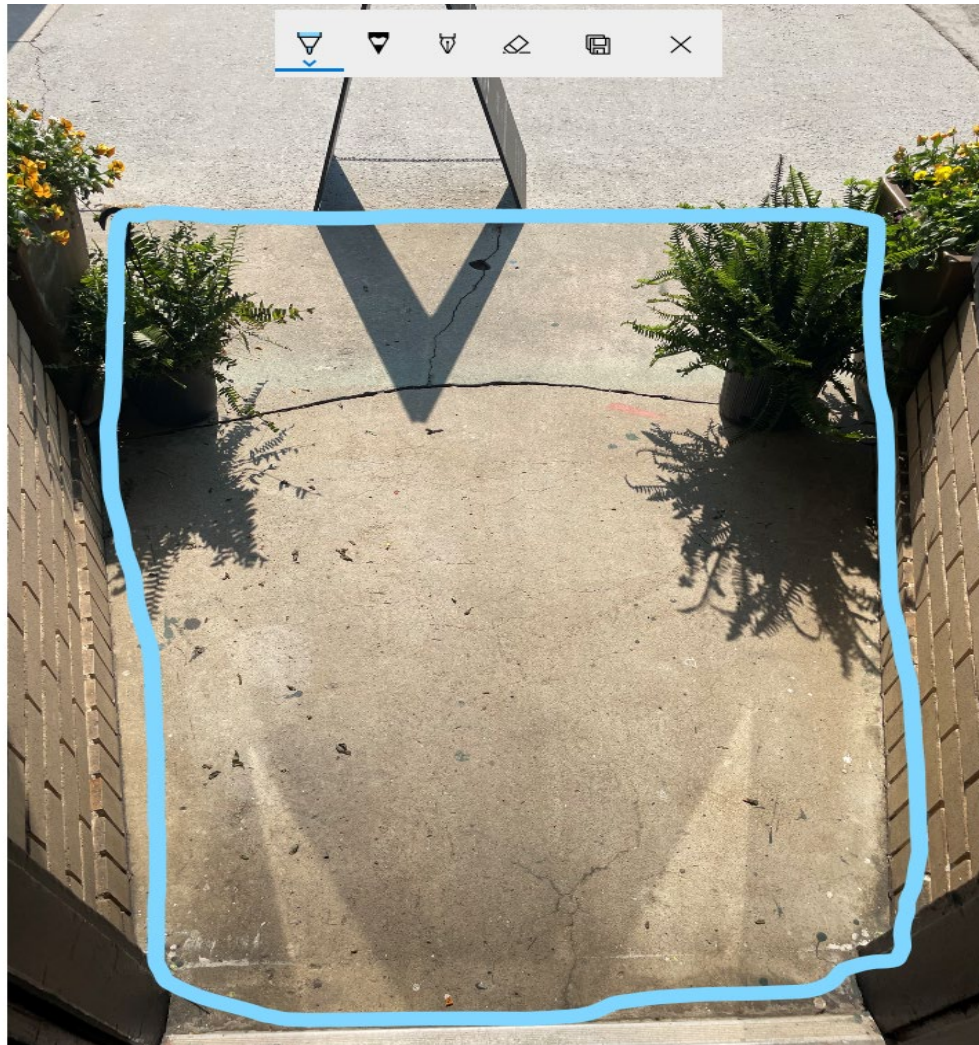
Item #: 7A – Report from Interim Zoning Administrator Katie Nunez

Prepared by: Katie H. Nunez, Interim Zoning Administrator

Date: June 7, 2021

There are two items that have been raised since our May meeting that I wanted to bring to your attention and am seeking input as to how to proceed.

- 1) Doorway Entrance or Exterior Threshold at 12 Strawberry St.: a query was received about adding a mosaic to the exterior doorway entrance – the area outlined in blue in the picture below:



This area is within the legal bounds of the property and not part of the sidewalk. I did not find any type or reference to this area of the building, or this kind of work addressed in the Historic District Guidelines or in the Overlay District Zoning Ordinance. Several properties on Mason Street have this

type of graphic illustration so I am looking for guidance if this requires review by the HDRB/any history as to how this has been handled in the past with other properties?

- 2) The office was received a call from the owner of 725 Tazewell Avenue who received approval from the HDRB at their April 20, 2021 meeting for a vinyl shed. They have been informed by their vendor that, due to a materials shortage, the shed can not be done in vinyl and they would like to make a materials substitution from vinyl to T1-11. Permit Technician Tracy Outten e-mailed the HDRB members last week and received a favorable response.

Therefore, I am requesting the Board to formally vote to allow this materials substitution for the accessory structure at 725 Tazewell Avenue which was previously approved for a Certificate of Appropriateness on 4/20/2021.