



HISTORIC DISTRICT REVIEW BOARD

Regular Meeting
Cape Charles Civic Center
January 18, 2022
3:00 p.m.

At 3:00 p.m., Vice-Chairman Herb Thom, having established a quorum, called to order the Regular Meeting of the Historic District Review Board (HDRB). In addition to Herb Thom, present were Kathy Glaser and Michael Strub. Martin Mayer and Edward Wells were not in attendance. Also, in attendance were Zoning Administrator Katie Nunez, Planning Technician Tracy Outten and Town Clerk Libby Hume, and the applicants. There were two members of the public in attendance and fourteen viewers on Facebook Live.

Edward Wells started the HDRB Regular meeting with a moment of silence and the recitation of the Pledge of Allegiance.

ORGANIZATIONAL MEETING:

A. Election of Chairman, Vice-Chairman, and Secretary

Hearing no objection, Vice-Chairman Herb Thom postpone the election of officers until all board members were in attendance.

B. Establishment of 2022 Meeting Calendar with Deadlines Established for Submission of Application

Motion made by Michael Strub, seconded by Kathy Glaser, to accept the 2022 Historic District Review Board Meeting Calendar with the established Deadline Dates as submitted and postpone the decision for the meeting start time until all board members were in attendance. The motion was approved by unanimous vote.

C. Review, Discussion, and Adoption of Revised Bylaws

Hearing no objection, Vice-Chairman Herb Thom postpone the election of officers until all board members were in attendance.

PUBLIC COMMENT:

There were no public comments to be heard.

CONSENT AGENDA:

Motion made by Michael Strub, seconded by Kathy Glaser, to approve the agenda format as and the minutes from September 21, 2021 Historic District Review Board Regular Meeting as presented. The motion was approved by unanimous vote.

Motion made by Michael Strub, seconded by Kathy Glaser, to approve the minutes from October 19, 2021 Historic District Review Board Regular Meeting as amended with the correction of the proposed shower being visible from Plum Street not Jefferson Avenue under New Business Item F paragraph eleven, first sentence. The motion was approved by unanimous vote.

UNFINISHED BUSINESS:

There was no unfinished business.

NEW BUSINESS:

A. Certificate of Appropriateness to Install a Fence:

There were no applications filed.

B. *Certificate of Appropriateness for Minor Renovations and Modification to Approved Certificate of Appropriateness:*

1. *211 Mason Avenue: Mark Pugh, Member of Kookaburra, LLC*

- a. *to modify the Certificate of Appropriateness issued on May 20, 2021: Sign location on front façade; brick replacement of the Masonite glass removal and replace stucco with wood and trim*

- b. *to install an awning and replacement of all storefront windows*

Katie Nunez read the staff report which included giving background on the previously approved certificate of appropriateness.

Mark Pugh, applicant, admitted that the sign was ordered before getting approval from the board and did not think it would be a problem. He added that if the sign was moved to the location approved it would preclude them from doing the transoms and awning. The applicant would like to keep the sign as placed so an awning could be installed.

Discussion and questions were as follows: (i) Herb Thom asked if the elevations from the sidewalk could be met for an awning placement if the sign was placed where it was supposed to be; yes. Mr. Pugh would like to keep the sign in this location to do other improvements. (ii) Herb Thom wanted to know if the transoms would be operable; no, fixed. (iii) Kathy Glaser asked if there was a way to redo the sign so the historic details could be seen. Mr. Pugh answered yes, but that would make him not want to do other improvements. (iv) Herb Thom confirmed the awning would be fabric. (v) Kathy Glaser asked if the glass would look exactly the same; yes, just safer. and (v) The applicant was proposing azek trim and trim board instead of stucco underneath the window.

Katie Nunez read a letter from Edward Wells, former HDRB Chair. (Please see attached.) Mark Pugh, applicant, replied to the comments that he was not trying to be deceitful. Herb Thom responded in his opinion the sign was installed symmetrically and hopefully not in a way that harmed the brick.

Motion made by Kathy Glaser, seconded by Michael Strub, to approve the application for the Modification to a Certificate of Appropriateness approved on May 18, 2021 for 211 Mason Avenue on an application filed by Mark A. Pugh member of Kookaburra, LLC to keep the sign as installed on the front façade; for brick replacement of the Masonite glass removal and to replace stucco with wood and azek trim and for a Certificate of Appropriateness to install an awning and replace all the storefront windows as presented. The motion was approved by unanimous vote.

C. *Renovations, Additions, and New Construction:*

1. *520 Strawberry Street: Andrew and Jacqueline Sears, represented by Claudine Pierce dba Peacock Cottage LLC – Pre-Application / Application for a Certificate of Appropriateness to build a new 1-1/2 story, 1,020 square feet residence.*

Katie Nunez read the staff report.

Discussion and questions were as follows: (i) Kathy Glaser thought trees would need to come down. (ii) Michael Strub asked if the house would meet setbacks; yes. and (iii) Kathy Glaser confirmed that the shingles would be cedar. Herb Thom wanted to know if they were real cedar shakes; yes, they were only panelized for installation.

Motion made by Kathy Glaser, seconded by Michael Strub, to approve the application for the Certificate of Appropriateness at 520 Strawberry Street on an application filed by Claudine

Pierce, Peacock Cottage, LLC to build a new two-and-a-half story single-family home with the plans and materials were submitted. The motion was approved by unanimous vote.

OTHER BUSINESS:

A. *Report from Zoning Administrator Katie Nunez*

Katie Nunez updated the board on a roof replacement at 610 Randolph Avenue approved administratively per Section 8.16 (B) of the Town of Cape Charles Zoning Ordinance and a shed installed in the back of a Commercial building at 211 Mason Avenue approved administratively per Section 8.16 (G) of the Town of Cape Charles Zoning Ordinance.

Town Council will be hosting a Town Hall Meeting – January 27, 2022

ANNOUNCEMENTS:

There were no announcements.

Motion made by Michael Strub, seconded by Kathy Glaser, to adjourn the January 18, 2022 Historic District Review Board Regular Meeting at 3:50 p.m.

Vice-Chairman Herbert Thom

Planning Technician

Edward Wells Statement

January 18, 2022

Members of the Historic District Review Board and staff.

I as a previous chairman of the HDRB would like to comment on my opposition to the applicants application for 211 Mason Avenue .

On May 18 ,2021 the HDRB meeting I was sitting chairman of the board. We heard the applicants application for approval for various request for approval. The board approved the application with conditions. One of the conditions consisted of the sign not cover the existing brick architectural detail on the front façade of the building. The applicants representative I feel fully understood this stipulation. In the following days the sign was installed . It covered the brick detail we asked not to be covered. This was and is to this day, eight months later in violation. The owners I believe were fully aware of this. They to my knowledge did not make any good faith effort to try and rectify this. They were so blatant of the fact that they had a photo op with some of our town council members with the sign in clear view for the opening of the store. I would encourage the current board members to oppose this request as it has been brought forward. If not opposed it could encourage future requests to do the same

Thank You , Ed Wells