

Historic District Review Board
Regular Meeting Agenda
Cape Charles Civic Center
May 17, 2022, 5:00 P.M.

1. **Call to Order; Roll Call**
 - A. Roll call and establish a quorum.
2. **Invocation and Pledge of Allegiance**
3. **Public Comment**
4. **Consent Agenda**
 - A. Approval of agenda format
 - B. Approval of Minutes:
 1. January 18, 2022 Regular Meeting
5. **Unfinished Business:** None.
6. **New Business**
 - A. **FENCE INSTALLATION:** None
 - B. **MODIFICATION TO APPROVED Certificate of Appropriateness:** None
 - C. **RENOVATION, MINOR:**
 - (1) 303 & 305 Strawberry Street: John Gavin – Certificate of Appropriateness to replace the existing metal roof on the front porch with a shingle roof
 - (2) 539 Jefferson Avenue: Frank & Sheryl Simeck – Certificate of Appropriateness to replace the front porch handrails and columns and repair or replace the front porch ceiling and garage overhang soffit
 - D. **RENOVATIONS, ADDITIONS, & NEW CONSTRUCTION:**
 - (1) 1 Fig Street: LJ Kellam Construction – Certificate of Appropriateness to remove windows, garage door, and a bulge from the rear brick wall of the exterior of the commercial building
 - (2) 510 Monroe Avenue: Robert & Patricia James – Certificate of Appropriateness to renovate the existing sunroom and 2nd story deck, and replace the existing slate roof with a shingle roof
 - (3) Lot 125 on Jefferson Avenue (Tax Map #83A1-1-125): Alexis DiMaio & Guido Schettini – Certificate of Appropriateness to build a new 2-story, 2,144 sq. ft. single-family dwelling unit, a 120 sq. ft. shed, and install a fence around the rear perimeter of the property
 - E. **COMMERCIAL-3 DISTRICT:** None
7. **Other Business**
 - A. Report from Interim Zoning Administrator Katie Nunez on:
 - Administrative Approvals of Certificates of Appropriateness
8. **Adjourn**



DRAFT
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





HISTORIC DISTRICT REVIEW BOARD STAFF REPORT

Meeting Date: May 17, 2022

Item #: 6C (1) – 303 & 305 Strawberry Street

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

Date: May 10, 2022

APPLICANT: John Gavin

SITE ADDRESS: 303 & 305 Strawberry Street

TAX MAP: 83A3-1-295B & 298B

LOT SIZE: 6,000 sq. ft.

TYPE OF APPLICATION: Certificate of Appropriateness
WORK TO BE PERFORMED: Replacement of front porch roof

CURRENT ZONING: Residential-1 (R-1)

HISTORIC REGISTER: CONTRIBUTING STRUCTURE
DESCRIPTION: Ca. 1925, No Discernable Style

DATE APPLICATION RECEIVED: March 30, 2022

PRE-APPLICATION MTG: May 17, 2022

DATE APPLICATION DEEMED COMPLETE: March 31, 2022

LEGAL DEADLINE: HDRB Decision (60 Days from Complete Application): June 1, 2022

The applicant is seeking to remove the existing metal roof on the front porch of the duplex and replace with new CertainTeed Landmark Designer Roofing Shingles to match the existing shingle roof on the main duplex.

LOCATION MAP:



MATERIALS:

The applicant is proposing to use:

- CertainTeed Landmark Designer Roofing Shingles, color to match existing shingle roof on main structure

STAFF ANALYSIS:**ZONING COMPLIANCE:**

The work proposed does not increase or alter the square footage of the structure and within the requirements of the zoning ordinance.

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

HISTORIC DISTRICT GUIDELINES:

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

STAFF RECOMMENDATION:

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

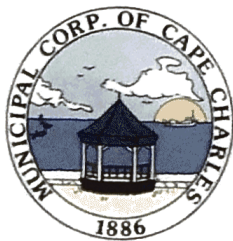
Staff recommends approval of a Certificate of Appropriateness for this application and is prepared to assist with the development of a motion, if needed.

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.

If approved, a Certificate of Appropriateness shall expire of its own limitation twelve (12) months from the date of issuance if the work authorized thereby is not commenced by the end of such twelve-month period; and further, any such certificate shall also expire and become null and void if such authorized work is suspended or abandoned for a period of twelve (12) months after being commenced.

Attachments:

Attachment 1 – Application and Documents



CERTIFICATE OF APPROPRIATENESS APPLICATION

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

tracy.outten@capecharles.org

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

- | | |
|---|--|
| ☒ Completed application | ☒ Photos/elevations of existing structure |
| ☒ Letter of intent clearly explaining project | ☐ Photos/elevations of proposed project |
| ☐ Existing site plan or survey | ☒ Proposed materials/spec sheets, samples |
| ☐ Proposed site plan or survey (if applicable) | ☒ Payment of fees (new construction >2,000 square feet \$500; new construction up to 2,000 square feet \$300; all other \$150; modification \$250) |

PROPERTY INFORMATION

Name of Project: Roof Replacement @ 303/305 Strawberry
Property Address: 303/305 Strawberry St. Cape Charles VA
Brief Description of Project: replace old metal roof with new shingle roof on porch.
Zoning District: _____ Current Use: _____ Proposed Use: _____

OWNER INFORMATION

Name and Company: John Gavin
Mailing Address: 4124 Bellstone Dr Midlothian VA 23112
Phone Number: 904 910 0343 Email: JOHN.GAVIN@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: John Gavin Date: 3/30/22

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

303 /305 Strawberry Street porch replacement

We are planning to have our deteriorating porch roof replaced at 303 / 305 Strawberry Street in cape Charles. The current metal roof is deteriorating, and squirrels have now found their way underneath it. We would like to replace the roof with a shingle roof for the porch that would match the existing master shingle roof for the house. This will be a one-day replacement and we are hoping to schedule this project for the end of May so that we will have it done before the summer. We appreciate your time and consideration for this improvement to our home. Thank you!

John Gavin
904-910-0343

EXISTING METAL ROOF CONDITION

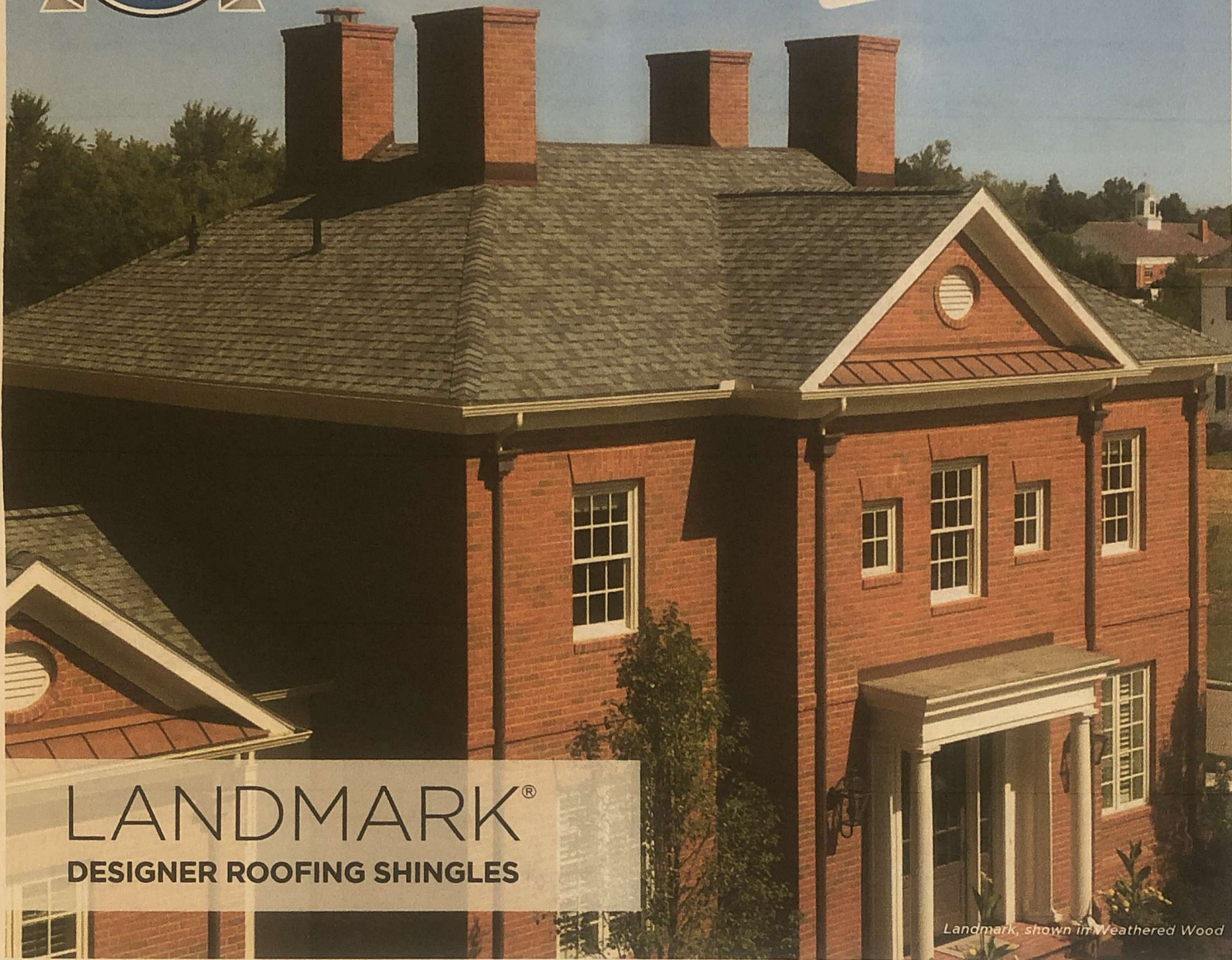








CertainTeed
SAINT-GOBAIN



LANDMARK[®]

DESIGNER ROOFING SHINGLES

Landmark, shown in Weathered Wood

A Classic Original

Landmark's dual-layered construction provides depth and dimension, along with extra protection from the elements. Widest array of colors in the industry.

- 229/235 lbs/square
- NailTrak[®] for faster installation
- Lifetime limited warranty
- 10-year SureStart protection includes:
Materials and labor costs
- 10-year algae resistance **STREAKFighter[®]**
- 15-year 110 MPH wind warranty with
upgrade to 130 MPH available

CertainTeed products are tested to ensure the highest quality and comply with the following industry standards:

Fire Resistance:

- UL Class A
- UL certified to meet ASTM D3018 Type 1

Wind Resistance:

- UL certified to meet ASTM D3018 Type 1
- ASTM D3161 Class F

Tear Resistance:

- UL certified to meet ASTM D3462
- CSA standard A123.5

Wind Driven Rain Resistance:

- Miami-Dade Product Control Acceptance

Quality Standards:

- ICC-ES-ESR-1389 & ESR-3537



HISTORIC DISTRICT REVIEW BOARD STAFF REPORT

Meeting Date: May 17, 2022

Item #: 6C (2) – 539 Jefferson Avenue

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

Date: May 10, 2022

APPLICANT: Frank & Sheryl Simeck
SITE ADDRESS: 539 Jefferson Avenue

TYPE OF APPLICATION: Certificate of Appropriateness
WORK TO BE PERFORMED: Replace front & side porch railing, wrap columns, and repair/replace porch ceiling & garage overhang

TAX MAP: 83A1-1-30
LOT SIZE: 5,600 sq. ft.

CURRENT ZONING: Residential (R-1)
HISTORIC REGISTER: NON-CONTRIBUTING STRUCTURE

Description: 1910, No Discernible Style

DATE APPLICATION RECEIVED: March 25, 2022

PRE-APPLICATION MTG: May 17, 2022

DATE APPLICATION DEEMED COMPLETE: May 3, 2022

LEGAL DEADLINE: HDRB Decision (60 Days from Complete Application): July 1, 2022

The applicant is seeking to replace the existing front and side porch hand railings with Raven Vinyl Railings and wrap the existing front and side porch columns with Vinyl Post Sleeves. The application also includes repairing and replacing the front and side porch ceilings and garage overhang with bead board ceiling /soffit.

LOCATION MAP:



MATERIALS:

The applicant is proposing to use:

- Raven Vinyl Railings by Digger Specialties, Inc.
- White Vinyl Post Sleeve to match handrails
- Bead Board Porch Ceiling

STAFF ANALYSIS**ZONING COMPLIANCE:**

The proposed project is not increasing the square footage of the existing building and is in full conformance with the requirements of the zoning ordinance.

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

HISTORIC DISTRICT GUIDELINES:

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

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

STAFF RECOMMENDATION:

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

Staff recommends approval of a Certificate of Appropriateness for this application 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.

If approved, a Certificate of Appropriateness shall expire of its own limitation twelve (12) months from the date of issuance if the work authorized thereby is not commenced by the end of such twelve-month period; and further, any such certificate shall also expire and become null and void if such authorized work is suspended or abandoned for a period of twelve (12) months after being commenced.

Attachments:

Attachment 1 – Application and Documents



CERTIFICATE OF APPROPRIATENESS APPLICATION

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

tracy.outten@capecharles.org

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

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| ☒ 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: Frank & Sheryl Simeck
Property Address: 539 Jefferson Ave
Brief Description of Project: Front porch ceiling, change handrail & repair garage soffit
Zoning District: _____ Current Use: SFD Proposed Use: SFD

OWNER INFORMATION

Name and Company: Frank & Sheryl Simeck
Mailing Address: 201 Courthouse Road, SW Vienna, VA 22180
Phone Number: 703-577-3422 Email: fsimeck@gmail.com

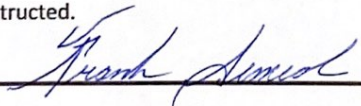
APPLICANT INFORMATION

☒ 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:  Date: 5/3/22

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

Mr. & Mrs. Simeck Historical Application

539 Jefferson ave

Cape Charles, VA 23310

Scope of work: replace porch hand rails and repair and replace porch ceiling and garage overhang with bead board ceiling / soffit

Onancock Building Supply

Product name: Raven Vinyl Railings

Manufacture: Digger Specialties Inc.

White: Porch stair handrails



White: Porch stair handrails



White: Vinyl Post Sleeve or paint white to match stair railings



Bead board porch ceiling



Bead board porch ceiling





HISTORIC DISTRICT REVIEW BOARD STAFF REPORT

Meeting Date: May 17, 2022

Item #: 6D (1): 1 Fig Street

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

Date: May 5, 2022

APPLICANT: LJ Kellam Construction

TYPE OF APPLICATION: Certificate of Appropriateness for Phase One

SITE ADDRESS: 1 Fig Street

WORK TO BE PERFORMED: remove the mezzanine and bulge from rear brick wall and remediate the commercial building

TAX MAP: 83A3-1-534

CURRENT ZONING: Residential-1 (R-1)

LOT SIZE: 6,184 sq. ft.

HISTORIC REGISTER: CONTRIBUTING

DESCRIPTION: Ca. 1930, Spanish Colonial Revival

DATE APPLICATION RECEIVED: March 10, 2022

PRE-APPLICATION MTG: May 17, 2022

DATE APPLICATION DEEMED COMPLETE: May 5, 2022

LEGAL DEADLINE: HDRB Decision (60 Days from Complete Application): July 5, 2022

BACKGROUND

In the summer of 2021, I met with Luke Kellam of LJ Kellam Construction, representatives of Liquor Distillation Society, LLC who are now the property owners of 1 Fig Street, and Building Official Jeb Brady to discuss a reuse plan for this property and some of the issues, concerns and approvals that would need to be sought. The intent is to utilize the property as a restaurant and we discussed site issues that would need to be addressed to accommodate a kitchen, interior space usage for a restaurant with bar space and some limited retail space for merchandising associated with the restaurant (clothing, caps, etc.). As part of that initial meeting, we discussed what were their thoughts about the exterior of the building, especially the doors and entrances including the old car dealership/repair doors.

Based upon that meeting, I suggested that we do a preliminary meeting with 2 members of the Historic District Review Board to let them hear what the property owners are considering, especially regarding the exterior changes and gain their initial feedback. In mid-August 2021, this meeting was arranged with then Chair and Vice Chair, Ed Wells and Herb Thom, me and the property owners and their contractor, Luke Kellam, and we spent about an hour touring the building and discussing their thoughts both on the proposed use and what changes were being considered to the exterior of the building.

I continued to touch base with the contractor during the fall of 2021 to see how the project was progressing. In February 2022, the contractor indicated they would like to approach the project in a two-phase manner: 1) demolition of interior and some exterior components of the building and removal of all asbestos and other hazardous materials and 2) full renovation (interior and exterior) once the full extent of demolition and removal is known and addressed. I responded in an e-mail (attached) and outlined a potential approach to obtain HDRB review and approval

PHASE I APPLICATION REQUEST

So, the applicant is now ready to petition the HDRB for the following scope of work at this time and then approach the HDRB with a Phase II application in late summer/early fall concerning the final design of the interior space that will dictate the exterior work as well, particularly windows, doors and any other exterior trim work, lighting, and signage. I recognize that the HDRB may not be willing to consider this in a two-phase application but wanted to allow the applicant to make their full pitch and case in support of this approach and open a formal dialogue with the HDRB, especially since a large component of this work requires dual review and approval by the Building Official and it is not uncommon for demolition and hazardous material removal to proceed prior to finalization of building plans.

After much research on how to do lead and asbestos remediation while maintaining the features and unique characteristics of the commercial building, the applicant is seeking to do the below:

- Remove all existing windows; window openings will not change
- Replace existing metal roof with a new metal roof
- Remove the mezzanine and a bulge in the back brick wall (close to Chesapeake Properties) and stabilize surrounding structure
- Remove the Garage Door facing Fig Street to become Front Entrance Door

LOCATION MAP:



STREET VIEW



MATERIALS & CONSULTANT REPORTS

The applicant will have specific materials in Phase 2 of the project.

At this time, we are enclosing the full Consultant Report on Asbestos and Lead Paint Conditions and Plan for Removal.

STAFF ANALYSIS:

ZONING COMPLIANCE

The work proposed involves the removal of interior walls, removal and replacement of metal roof, and removal of windows and garage door and is not proposing any addition in square footage to the existing structure which is 3,343 square feet. For this Phase I scope of work, this is in compliance with the zoning ordinance and the applicant has obtained adjacent property owner approval to locate a commercial dumpster on their property which is located directly behind this building along Mason Avenue (attached) during the renovation work.

When the Phase II application is submitted, I will conduct another Zoning Compliance review that will encompass the use of the structure (as a restaurant which the square footage for dining and # of seats will be known at that point), parking requirements, trash and other mechanical equipment and their placement on the property, lighting, and signage.

The applicant will be required to apply and receive a Building Permit for the demolition scope of work, including asbestos and lead paint/windows removal.

HISTORIC DISTRICT GUIDELINES:

Storefronts: Page 47 Item 1: Retain all elements, materials, and features that are original to the building or are sensitive remodeling and repair them as necessary.

Page 48 Items 3 – 5 Conduct exploratory demolition to determine what original elements remain and their condition. Restore as many original elements as possible, particularly the materials, windows, decorative details, and cornices. Reconstruct missing elements (such as cornices, transoms, and bulkheads) if documentation is available. Otherwise, design new elements that respect the character, materials, and design of the building.

STAFF RECOMMENDATION:

Staff is requesting the HDRB to review the application material submitted by the applicant and determine if proposed work fits within the historic character of the neighborhood.

Staff is recommending approval of this Phase I application and is prepared to assist in the development of a motion, if needed, including a committed timeline from the applicant as to when the Phase II (design) application will be submitted to the HDRB.

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.

If approved, a Certificate of Appropriateness shall expire of its own limitation twelve (12) months from the date of issuance if the work authorized thereby is not commenced by the end of such twelve-month period; and further, any such certificate shall also expire and become null and void if such authorized work is suspended or abandoned for a period of twelve (12) months after being commenced.

Attachments:

Attachment 1 – Email from Katie Nunez to Luke Kellam – February 2022 re: phasing approach to project

Attachment 2: Application, Affidavit, Letter of Intent and pictures of the Wall Bulge

Attachment 3: Asbestos and Lead Paint Report with all attachments & testing results

Attachment 4: Survey

Attachment 5: Approval from Thomas Godwin, adjacent property owner, for use of property during renovation work.

From: [Katie Nunez](#)
To: luke@kellamconstruction.com; [Jeb Brady](#)
Cc: [Tracy Outten](#)
Subject: RE: Kellogg update
Date: Tuesday, January 18, 2022 8:39:00 AM

Luke:

Thank you for the update and information concerning the testing on the building to date and the initial plans for demolition to allow for the renovation/remodel of this building. The Historic District Review Board (HDRB) will need to review and approve any exterior work on the building before you can do anything. Based upon that requirement alone, here is the what needs to happen to get HDRB action on your project.

If I understand correctly, you would like to advance a demolition application for Certificate of Appropriateness that includes the following elements of work that fall under the jurisdiction of the Historic District Review Board: (1) removal of the existing windows and maintenance/restoration of the window openings; (2) removal and replacement of the roof, and (3) structural work on the back wall.

You are not ready to submit an application for Certificate of Appropriateness for the entire renovation plan as it relates to the full exterior of the building (doors, windows, brick work, signage) until the demolition phase (PHASE 1) is completed so that a full assessment has been completed and entire design plan is completed for the interior of the building as well as the exterior of the building (PHASE 2). The challenge in this application is the fact that the HDRB will want the details about the replacement materials being proposed for any of the demolition or removal work of exterior elements (windows, framing, sills, brick work, doors, roof) and this may not all be evident or available as part of the demolition application. So, the HDRB may not be supportive of this approach but we can work with you to get the necessary applications submitted to them and allow you and the property owner to make their pitch to the HDRB about this approach and see if they will approve it in a phased manner. As much information as you can provide, even in a conceptual drawing, for the exterior of the building will assist in the HDRB review process of the 1st phase of your project.

Please keep in mind that the HDRB is charged with any exterior building review and oversight pursuant to the Historic District Overlay District and its associated Historic District Guidelines. The interior of the building does not fall under their purview.

You will need to complete two Certificates of Appropriateness application: one for the demolition/remediation piece (PHASE 1) and then one for the renovation/remodel piece (PHASE 2) – link is here: <https://www.capecharles.org/docview.aspx?docid=18473>. Here is the link to the calendar for the HDRB Meetings for 2022, including deadline for submission of application materials to get on each meeting agenda – <https://www.capecharles.org/docview.aspx?docid=30248>.

Beside the documentation you have included in your e-mail, you will need to provide:

1. a survey of the property, including the location of any exterior equipment (vents, AC/Heating Units) and ingress/egress requirements (stairs) as well as dumpster receptacles (during renovation work as well as long term to support the use of the building)

2. letter of intent of the entire plan for the building: at least for the 1st phase of this project, turn your e-mail into the letter of intent; however, I would request a potential calendar be included which details the time associated with the remediation and removal work and the time needed to develop plans and submit Certificate of Appropriateness application for 2nd phase of this project for HDRB review), including the proposed use of the building (restaurant) signed by the applicant,
3. zoning clearance application – link is here: <https://www.capecharles.org/docview.aspx?docid=20107>;
4. property owner affidavit if they will be using you as their representative for this application – link is here: <https://www.capecharles.org/docview.aspx?docid=29092>.
5. Photos/elevations of existing structure
6. Photos/drawings/elevations of proposed structure
7. Fee of \$125 each for each Certificate of Appropriateness application submitted.

As part of the review that will be required for the zoning clearance to be approved as part of the renovation/remodel application, I will need to know the specific uses of the spaces, including how much square footage for the restaurant, including the proposed # of seats, as well as if there will be any retail space and what is that square footage. This will help me determine the proposed # of parking spaces and the property owner will have to identify how the parking is going to be provided (such as through a written shared parking agreement). Also, you will need to include the water/sewer needs and proposed utility improvements/connection needed for the property as part of your plan design and documentation. Your remodel/renovation application needs to also include a lighting plan for exterior lighting on the building as well as signage on the property and/or on the building being proposed and any landscape improvements proposed (including if there is any planned tree removal from the property) and the location of trash receptacles. Let me know if you need to review the requirements of the zoning ordinance for any of these elements and I will send you those links directly to the CCZO.

If the HDRB is supportive of a Phased Project approach and willing to approve the PHASE 1 Certificate of Appropriateness, then you can submit an application to the Building Permit for any of the approved Phase 1 work for demolition/remediation.

We can meet if you need further clarity on the steps to take next – just let me know. Otherwise, this should give you the info to get a completed application into my office to move you forward with the HDRB.

Katie

Katie H. Nunez, Interim Planning/Zoning Administrator at Town of Cape Charles.

Phone 757-331-2036 **Mobile** 757-695-0787

Web www.capecharles.org **Email** knunez@capecharles.org

2 Plum Street, Cape Charles, VA 23310

From: luke@kellamconstruction.com <luke@kellamconstruction.com>

Sent: Friday, January 14, 2022 10:52 AM

To: Katie Nunez <knunez@capecharles.org>; Jeb Brady <codeofficial@capecharles.org>

Subject: Kellogg update

Katie and Jeb,

After a considerable amount of research and legwork, we have identified a group that can do both the demolition, and the lead and asbestos remediation. We have a proposal from them and they are eager to do the work. The Kellogg ownership, Penn and Derrick Kinsey, has endorsed this proposal and we are ready to permit this and start moving ahead.

I have attached the complete lead and asbestos report for your review. Next up, permitting. We all appreciate your, and the historical team's, site visit a couple months ago to better understand the scope of work. While the architectural plans have some conceptual teeth, they won't be really developed until we complete the demolition and essentially have a blank palette. It will be fiscally, and logistically, easiest and most efficient if we can do both the remediation and demolition at the same time. Said proposal was presented with the presumption that could be done. In summary, the scope of work is:

- Remove all the existing windows, while absolutely maintaining the integrity of the openings.
- All the second floor interior walls will be removed. The structure on the second floor is entirely the steel, so removing those walls will a) eliminate the lead paint and asbestos base, b) lighten the load on the first floor ceiling with the new framed walls, c) allow for new mechanical and electrical lines to be run more cleanly without a bunch of exposed conduit.
- The entire roof will come off and be replaced. This is all metal decking (except, of course, where 2 x 6s have been laid on the flat and covered with plywood where there are holes in the metal decking!), so that will all be peeled off and replaced with new metal decking and rigid foam insulation on top, with a membrane on the outside.
- There is a bulge in the back brick wall behind the mezzanine, close to Chesapeake Properties. We will remove the mezzanine and brick bulge simultaneously. Any immediately surrounding structure will be stabilized.

Essentially, we'd like to get it down to the shell, and then after plans are finalized, rebuild from that. While this could be done, I suppose, a little piece at a time, for a bundle of different reasons it would make more sense to do all the demo and remediation at once.

I'm hopeful this plan suits, as we'd like to get in the queue with this outfit. If you'd like to get together and discuss, I'll be glad to do that. I'll look forward to hearing back your thoughts. Thanks for your continued support with this exciting project.

Best,

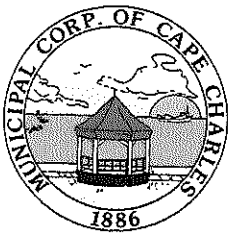
Luke Kellam



P.O. Box 2
15441 King Street
Belle Haven, Virginia 23306

Phone: (757) 442-7686
Fax: (757) 442-7687
Cell: (757) 710-2587

luke@kellamconstruction.com



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: Kellogg Building Renovation

Property Address: 1 Fig Street

Brief Description of Project: Demo of interior of building to prepare for plans for renovation + remediation

Zoning District: R-1 Current Use: unused Proposed Use: restaurant

OWNER INFORMATION

Name and Company: Liquor Distillation Society, LLC

Mailing Address: 2274 Doc Holiday Drive, Park City, UT 84060

Phone Number: _____ Email: DerrickKinsey.dk@gmail.com, PennKinsey@gmail.com

APPLICANT INFORMATION

☐ check here if applicant is owner

Name: LJ Kellam Construction

Mailing Address: PO Box 2, Belle Haven, VA 23306

Phone Number: 757-442-7686 Email: Luke@KellamConstruction.com

CERTIFICATION OF APPLICANT

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

Signature of Applicant: [Signature] Date: 3/3/2022

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



OWNER PERMISSION AFFIDAVIT

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

PROPERTY INFORMATION

Subject Property Street Address: 1 Fig Street
Subject Property Tax ID Number: 83A3-1-534

OWNER INFORMATION

Name (Person, Firm, Corporation, or Agency): LIQUOR DISTILLATION SOCIETY, LLC
Mailing Address: 2274 DOC HOLIDAY DR, PARK CITY, UT 84000
Phone Number: 435-640-6661 Email: pennkincy@gmail.com

APPLICANT INFORMATION (If applicable)

Name: L.J. Kellam Construction
Mailing Address: PO Box 2, Belle Haven, VA 23306
Phone Number: 757-442-7686 Email: Luke@KellamConstruction.com

I am applying for, or I hereby give authority to the applicant to file an application for:

Renovations to the Kellogg Building, 1 Fig Street

Signature of Owner: [Signature] Date: 03/09/2022
3/9/2022

Commonwealth of Virginia

County of _____

The foregoing instrument was acknowledged before me this _____ day of _____,
20____, by _____ (name of person acknowledged).

Signature of Notarial Officer: [Signature]

Notary Registration Number: 699783

My Commission Expires: APRIL 2, 2022

State of: Utah

County of: Summit

The foregoing document was acknowledged
before me 9 day of 03, 2022

by: [Signature]

Matthew Fitzgerald Sullivan, Notary Public
My Commission Expires 04/02/2026

(Seal)



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



Attached please find the Certificate of Appropriateness Application for our Phase One of the Kellogg Building project, which is the demo of the interior including the remediation of lead and asbestos.

After a considerable amount of research and legwork, we have identified a group that can do both the demolition, and the lead and asbestos remediation for the Kellogg Building. We have a proposal from them, and they are eager to do the work. The Kellogg ownership, Penn and Derrick Kinsey, has endorsed this proposal.

We all appreciate the Town's, and the historical team's, site visit a couple months ago to better understand the scope of work. While the architectural plans have some conceptual teeth, they won't be really developed until we complete the demolition and essentially have a blank palette. It will be fiscally, and logistically, easiest and most efficient if we can do both the remediation and demolition at the same time. Said proposal was presented with the presumption that could be done. In summary, the scope of work is:

- Remove all the existing windows, while absolutely maintaining the integrity of the openings.
- All the second-floor interior walls will be removed. The structure on the second floor is entirely the steel, so removing those walls will a) eliminate the lead paint and asbestos base, b) lighten the load on the first-floor ceiling with the new framed walls, c) allow for new mechanical and electrical lines to be run more cleanly without a bunch of exposed conduit.
- The entire roof will come off and be replaced. This is all metal decking (except, of course, where 2 x 6s have been laid on the flat and covered with plywood where there are holes in the metal decking!), so that will all be peeled off and replaced with new metal decking and rigid foam insulation on top, with a membrane on the outside.
- There is a bulge in the back brick wall behind the mezzanine, close to Chesapeake Properties. We will remove the mezzanine and brick bulge simultaneously. Any immediately surrounding structure will be stabilized.

Essentially, we'd like to get it down to the shell, and then after plans are finalized, rebuild from that. While this could be done, I suppose, a little piece at a time, for a bundle of different reasons it would make more sense to do all the demo and remediation at once.

My expectation is that the demo and remediation will be completed in two months' time, which includes lead time for our subcontractor before he is able to be on site. We intend to have plans produced within a month after the demo is complete. The roof removal is a part of the Phase One

demo and remediation, but the replacement will be part of Phase Two as the remediation must happen first.

The exterior of the building will remain the same as it is now and will not be altered. Although the windows will be removed, the intent is to replace them with windows that have the exact same style and number of panes. The only change will be the garage door facing Fig Street which will become a front entrance door for the restaurant.

We are submitting the Certificate of Appropriateness Application for our Phase One of the project, which is the demo of the interior and roof, including the remediation of lead and asbestos. Please contact us if there are any clarifications or additional documentation needed.

Thank you for your time and consideration.

A handwritten signature in dark ink, appearing to read 'Luke Kellam', written in a cursive style.

Luke Kellam

Mr. Stephen Bliley
394 Pilot Mountain Hollow
Faber, VA 22938
VA Asbestos Inspector Lic. # 3303002585
VA Lead Risk Assessor Lic.# 3356000624

7 September 2021

Mr. Luke Kellam
LJ Kellam Construction LLC
P.O. Box 2
15441 King Street
Belle Haven, VA 23306

**Re: Asbestos and Lead-based Paint Pre-Renovation Inspection of:
Kellogg Building at 3 Fig Street, Cape Charles, VA**

Dear Mr. Kellam:

This document and enclosures constitutes the final report for the asbestos-containing building materials (ACBM) and Lead-based Paint (LBP) pre-renovation inspection of the building located at 3 Fig Street, Cape Charles, VA.

1.0 Executive Summary

Stephen A. Bliley was retained by Kellam Construction LLC, of Belle Haven, VA; representing the Liquor Distillation Society LLC; to conduct an inspection for asbestos-containing building materials (ACBM) and Lead-based Paint (LBP) at the building located at 3 Fig Street, Cape Charles, VA. The combined inspection was performed on 27,28 August 2021, with a brief supplemental sampling visit on 8 Sept. 2021. Subsequent analyses of the suspect ACBM bulk samples and suspect LBP paint chip samples collected, combined with the observations of the inspector have indicated that:

- **Asbestos at concentrations greater than 1% was detected in four of the nineteen bulk samples collected during the inspection, from the following materials:**
 - Built-up roofing above the south portion of the building
 - Asphaltic baseboard material at base of some walls on the Second Floor of the Center Section of the building (two samples)
 - Window glazing on metal framed window in South Section of the building (one of six samples)
- **Lead in concentrations exceeding 0.5% by weight was detected in Paint Chip samples collected from the following building components:**
 - Plaster walls on the Second Floor interior of the Center Section of the building
 - Primary structural steel beam in hallway of Second Floor of the Center Section of the building
 - Wood door frame to bathroom located in the far southwest corner of the South Section of the building
 - Steel components present in the Loft Area of the North Section of the building including roof deck underside, steel beam roof deck supports and Loft deck underside
 - Steel-framed windows throughout

Mr. Luke Kellam
RE: Asbestos and LBP Pre-Renovation Inspection
3 Fig Street, Cape Charles, VA
7 September 2021

- **Exterior wood trim (painted white) for picture windows in North Section of the building**
- **Lead-containing paint (LCP) at the concentration of 0.053% was found in the Paint Chip samples collected from the varnished door trim components on the Second Floor, Center Section; and the steel lintel in the First Floor partition wall between the North and Center Sections of the building**

Details about the building inspection, materials that were sampled, findings of the investigation and a listing of applicable regulations will be presented in the sections of this document that follow.

2.0 Introduction and Purpose

The inspection conducted by Mr. Bliley on the building at 3 Fig Street in Cape Charles, VA was performed to determine the presence any LBP and ACM that would be disturbed by a proposed historic preservation type renovation of the interior and exterior of the building. The asbestos investigation is required by US EPA regulation 40 CFR Part 61m, the National Emission Standards for Hazardous Air Pollutants (NESHAPs); US OSHA regulation 29 CFR 1926.1101, Asbestos in Construction; and the Virginia Uniform Statewide Building Code Section 110.3. Submission of this inspection report to the City of Cape Charles is necessary to obtain the proper permits to perform a renovation on the structure.

Inspection for Lead-based paint is required for compliance with US OSHA regulation 29 CFR 1926.62, Lead in Construction; and 29 CFR 1910.1200, Hazard Communication. Additionally, if the intent of the renovation continues to involve a conversion of the Second Floor to a housing-type usage; then portions of US Dept. of Housing and Urban Development's regulation *Guideline for the Evaluation & Control of Lead-based Paint Hazards in Housing* may become applicable.

The inspection was conducted on 27, 28 August 2021, plus a brief sampling visit on 8 Sept. 2021 by Stephen Bliley (VA Lic. # 3303002585-Asbestos Inspector, and 3356000624-Lead Risk Assessor). Copies of these licenses are available on the Virginia Department of Professional and Occupational Regulation website.

3.0 Site Description and Project Scope

The Kellogg Building is a two-story, steel skeleton enclosed by brick masonry structure on concrete slab foundations with three distinct sections:

The South Section consists of two portions under a flat, built-up roof system; a single story small office structure with two bathrooms, attached to an automobile service bay which has an open wall to the east.

The Center Section has two full floor levels. The First Floor has two large open rooms. The Second Floor is partitioned into five smaller rooms and two bathrooms. The Second Floor partition walls are of plaster wall construction with wood door casings.

The North Section is a one-and-a-half story structure with a steel loft level above a single open room. Each of the North and Center Sections have individual flat built-up roofing systems that appear to be on steel and/or wood decking. Both sections appear to have had roof replacement projects sometime in the recent past.

No functioning HVAC equipment was present on the property at the time of the inspection.

Both the North and Center Sections have large, wood framed picture windows on the east elevation. In addition to the picture windows, there are of various sizes of metal framed windows throughout this building. All windows have steel lintels supported by the masonry walls (and possibly by the masonry-enclosed structural steel columns).

4.0 Preliminary Site Assessment

On 27, 28 August Mr. Bliley was given access to the building and performed an initial walk-through with Mr. Kellam to gain familiarity with the structure, its materials of construction, and Mr. Kellam's explanation of possible renovations.

A more detailed examination of the interior of the building followed to identify suspect ACBM (materials known to have been fabricated at some time in the past with asbestos); and sites where suspect LBP samples could be collected that would characterize typical coated surfaces on the interior and exterior of the building. Upon completion of this examination the following building materials were assessed for asbestos by the collection of bulk samples: Plaster walls and ceilings; Asphaltic baseboard material; Flat roofing materials; caulks on exterior door and window frames; and window glazing. The window glazing was reinvestigated during the 8 September visit.

Suspect LBP samples were collected from the following building components: Plaster walls; interior and exterior wood door frames; structural steel components including steel I-beams, roof support beam, steel roof support decking and loft floor decking; metal and wood-framed windows.

5.0 Asbestos Sampling and Analysis

Nineteen (19) bulk samples of suspect ACBM were collected from the building. All were express shipped by the inspector under chain-of-custody documentation to Environmental Hazards Services LLC Laboratory (EHS) located in Richmond, VA. Bulk samples (small pieces of suspect materials containing all layers and constituents) were analyzed for asbestos content by polarized light microscopy (PLM), EPA Method 600/R-93/116. EHS is accredited under the National Voluntary Laboratory Accreditation Program (NVLAP) and licensed by the Commonwealth of Virginia to perform this analysis. Laboratory analysis determined that the bulk samples consisted of nineteen (19) distinct materials; analysis results are summarized as follows:

Asbestos at concentrations greater than 1% was detected in four of the nineteen bulk samples collected during the inspection, from the following materials:

- **Built-up roofing above the south portion of the building**
- **Asphaltic baseboard material at base of some walls on the Second Floor of the Center Section of the building (two samples)**
- **Window glazing on metal framed window in South Section of the building (1 of 6 samples).**

Copies of the EHS Laboratory reports can be found in the Enclosures Section.

5.1 Sample Numbering and Room Numbering

Sample numbers consist of a three part code:

The first codon provides the site designation. For the 27, 28 August 2021 investigation of this site the first codon is KB (Kellogg Building).

The second codon is a designation of a specific building material (i.e. 01, 02, 03 etc.). Examples are: plaster, roof field and flashing, window glazing, etc. This designation is referred to as the homogenous area number. Homogeneous materials are similar in appearance, function and date of installation.

The third codon is the specific sample collected within each homogenous area (building material): 001,002,003 etc.

Mr. Luke Kellam
RE: Asbestos and LBP Pre-Renovation Inspection
3 Fig Street, Cape Charles, VA
7 September 2021

Room names for the building were arbitrarily assigned by the inspector. A copy of the floor plan of the building with the assigned room names and locations of bulk samples collected appears as an enclosure to this report (Suspect ACBM and Suspect LBP Sample Location Plan).

Table One on the next page presents details about each bulk sample collected during the inspection. The totality of the materials listed in Table One constitutes the Inventory of Sampled Materials for the building.

Table One: Suspect ACBM Samples collected from 3 Fig Street

Sample ID	Sample Material	Sample Location	Analytical Result
KB-01A-001	Flat built-up roofing	South Section roof near southwest corner by chimney	7% Chrysotile asbestos
KB-01B-001	Flat built-up roofing	Center Section roof near southwest corner at previous sample collection site	NAD
KB-01C-001	Flat built-up roofing	North Section roof near southeast corner at previous sample collection site	NAD
KB-02-001	Plaster	Center Section, 2Flr., northwest corner of south side stairwell landing	NAD
KB-02-002	Plaster	Center Section, 1Flr., Bay 2 from ceiling near top of stairway	NAD
KB-02-003	Plaster	Center Section, 2Flr., Rm. 1 west wall near junction with north wall	NAD
KB-02-004	Plaster	Center Section, 2Flr., Hallway corner outside Rm. 5	NAD
KB-02-005	Plaster	Center Section, 2Flr., Rm. 4 southwest corner	NAD
KB-03-001	Asphaltic Baseboard material	Center Section, 2Flr., Rm. 4 approx. midpoint of south wall	15% Chrysotile asbestos
KB-03-002	Asphaltic Baseboard material	Center Section, 2Flr., Bath 2 from outside corner by sink	15% Chrysotile asbestos
KB-04-001	Interior Window Glazing	North Section, 1Flr., Bay 1, first window set south of northwest corner	NAD
KB-04-002	Interior Window Glazing	South Section, 1Flr., Office 2, east wall window	4% Chrysotile asbestos
KB-04-003	Interior Window Glazing	Center Section, 2Flr., Rm. 5, west wall, south window	NAD

Sample ID	Sample Material	Sample Location	Analytical Result
KB-04-004	Interior Window Glazing	Center Section, 1Flr., Bay 2, south-most window on west wall	NAD
KB-04-005	Interior Window Glazing	North Section Loft, west wall, north-most window	NAD
KB-04-006	Interior Window Glazing	South Section, Bath 4, window on west wall	NAD
KB-05-001	Window Caulk, Exterior	North Section, 1Flr., large picture window nearest northeast corner	NAD
KB-05-002	Window Caulk, exterior	Center Section, 1Flr., window on south wall of stairwell	NAD
KB-05-003	Door Caulk, exterior	North Section, 1Flr., Bay 1, from door frame adjacent to large picture window	NAD

NAD=No asbestos detected

6.0 Asbestos Regulatory Standards

The National Emissions Standards for Hazardous Air Pollutants-Asbestos (NESHAPS), 40 CFR Part 61m, issued by the US Environmental Protection Agency pursuant to authority granted by Congress in the Clean Air Act is the principal regulation for ACM in building renovations and demolitions. The NESHAPS regulation establishes a system for the classification of installed ACM with rules governing the handling of each class, mandates the inspection of buildings for installed ACM prior to renovation or demolition, established an air pollution standard of “no visible emission” of asbestos from a renovation or demolition project, and provides an important series of definitions of terms applicable to the evaluation and handling of ACM in renovations and demolitions.

The NESHAPS classification system has three types of ACM:

- *Regulated asbestos-containing material* (RACM) means (a) Friable asbestos material, (b) Category I non-friable ACM that has become friable, (c) Category I non-friable ACM that will be or has been subjected to sanding, grinding, cutting, or abrading, or (d) Category II non-friable ACM that has a high probability of becoming or has become crumbled, pulverized, or reduced to powder by the forces expected to act on the material in the course of demolition or renovation operations regulated by this subpart.
- Category I non-friable asbestos-containing material (ACM) means asbestos-containing packings, gaskets, resilient floor covering, and asphalt roofing products containing more than 1 percent asbestos as determined using the method specified in appendix E, subpart E, 40 CFR part 763, section 1: Polarized Light Microscopy.
- Category II non-friable ACM means any material, excluding Category I non-friable ACM, containing more than 1 percent asbestos as determined using the methods specified in appendix E, subpart E, 40 CFR part 763, section 1: Polarized Light Microscopy that, when dry, cannot be crumbled, pulverized, or reduced to powder by hand pressure.

Among the many important terms defined in the regulation are the definitions for friable and non-friable ACM:

- Friable asbestos material means any material containing more than 1 percent asbestos as determined using the method specified in appendix E, subpart E, 40 CFR part 763, section 1, Polarized Light Microscopy that, when dry, can be crumbled, pulverized, or reduced to powder by hand pressure.
- *Non-friable asbestos-containing material* means any material containing more than 1 percent asbestos as determined using the method specified in appendix E, subpart E, 40 CFR part 763, Section 1, Polarized Light Microscopy that, when dry, cannot be crumbled, pulverized, or reduced to powder by hand pressure. Additionally, in non-friable materials the asbestos fibers are bound into a matrix such that the material will not release asbestos fibers when subjected to hand pressure.

Friability is a physical property of a material that, in a qualitative way, is an assessment of a material's propensity to be broken down to the point where the material releases asbestos fibers and becomes an inhalation hazard.

The second regulation that addresses the means and methods of assessing and handling ACBM in renovations, demolitions and inspections is the US Occupational Health and Safety (OSHA) regulation Asbestos in Construction, 29 CFR 1926.1101. The regulation is primarily concerned with worker safety during renovations and demolitions where ACBM is present, and it also contains many important definitions of terms frequently utilized during discussions of asbestos-related operations. For inspections, the most important of these terms is:

- *Presumed Asbestos Containing Material* means thermal system insulation and surfacing material found in buildings constructed no later than 1980. The designation of a material as "PACM" may be rebutted (by bulk sampling). Employers and building owners shall identify TSI and sprayed or troweled on surfacing materials in buildings as asbestos-containing, unless they determine in compliance with paragraph (k)(5) of this section that the material is not asbestos-containing. Asphalt and vinyl flooring material installed no later than 1980 must also be considered as asbestos containing unless the employer, pursuant to paragraph (g)(8)(i)(I) of this section determines that it is not asbestos-containing. If the employer/building owner has actual knowledge, or should have known through the exercise of due diligence, that other materials are asbestos-containing, they too must be treated as such. When communicating information to employees pursuant to this standard, owners and employers shall identify "PACM" as ACM.

7.0 Asbestos Investigation Findings

Asbestos at concentrations greater than 1% was detected in four of the nineteen bulk samples collected during the inspection, from the following materials:

- Built-up roofing above the south portion of the building
- Asphaltic baseboard material at base of some walls on the Second Floor of the Center Section of the building (two samples)
- Window glazing on metal framed window in South Section of the building (1 of 6 samples).

Table Two presents additional information about each identified ACBM found in the Kellogg Building by the asbestos inspection.

Table Two ACBM in the Kellogg Building

Material	Sample ID	Condition	Potential for Disturbance	Material Quantity	NESHAPS Class
Flat Built-up Roof, South Section	KB-01A-001	Damaged	High	800 Ft ²	Category I Non-friable ACM
Asphaltic Baseboard Material	KB-03-001, 002	Damaged	High	+/-200 Linear Ft.	Category II Non-friable ACM
Window Glazing	KB-04-002	Significantly Damaged	High	+/- 62 Linear Ft.	Category II Non-friable ACM

Quantity estimates are for planning purposes only. The development of quantities schedules for abatement purposes must be determined by on-site walk-throughs with abatement contractors proposing to bid for the abatement work. A floor plan showing the approximate locations for the materials listed in Table Two is included as an enclosure with this report.

8.0 Recommendations for ACM/PACM Management

A copy of this report must be furnished to the Building Owner. It is recommended that the Building Owner employ a Virginia-licensed Asbestos Abatement Contractor to remove the Category II Non-friable asbestos-containing materials from this building prior to commencing any renovation activities which might disturb these materials. A licensed abatement contractor is not required for removal of the Category I Non-friable Roofing (although it may be most convenient to include the roof with the Category II Non-friable removals). It is recommended that, at a minimum, the Owner use a licensed Roofing Contractor with a Virginia Department of Professional and Occupational Regulation certification for Asbestos Roofing removal.

The window glazing material containing asbestos was found on two approximately four feet by three feet windows in the South Section. It appears to have been a material applied as a repair to the original glazing. The glazing in these two windows is visually distinct from the glazing throughout the other sections of the building.

To insure that asbestos-containing materials are identified and not disturbed, this asbestos inspection report should be made available to construction sub-contractor personnel employed to work in this building. Also; (See Section 9 below.)

9.0 Limitations and Additional Testing for ACBM

This inspection was performed to achieve compliance with the requirements of the Asbestos NESHAP and focused on the portions of the building that were indicated to potentially be affected by the proposed renovation. At the time of the inspection a formal demolition plan had not been prepared for this building. As the renovation plan evolves it may become necessary to investigate additional materials not sampled during this inspection.

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3 Fig Street, Cape Charles, VA
7 September 2021

The renovation contractor(s) must be provided a copy of this report and cautioned that, should materials become accessible during the renovation that were not sampled (see Table One); the asbestos inspector must be summoned to return and conduct such sampling before newly discovered materials are disturbed.

10.0 Sampling and Analysis for LBP

The investigation for LBP at 3 Fig Street was focused on the principal coated surfaces on the interior and exterior of the building that the Owner specified might be impacted by renovation. The surface coatings at these sites were assessed for Lead content by the collection of paint chip samples. Suspect LBP samples were collected from the following building components: Structural steel beams; structural steel sheet goods, plaster walls; metal and wood framed windows, and wood door frames.

The paint chip samples were collected using a manual paint scraper. The removed paint chips were collected in a piece of clean construction paper for transfer into a Ziploc bag labeled with a unique sample number. Pertinent information for each sample including date of collection, location, color and condition of the surface coatings were recorded on a sampling log form. Locations where paint-chip samples were collected were noted on a schematic floor plan, a copy of which accompanies this narrative document. (Suspect ACBM and LBP Sample Location Plan).

The paint chip samples collected during the inspection were logged onto chain-of custody forms, packaged with custody seals, and express shipped by the inspector to the analytical laboratory, Environmental Hazards Services (EHS) of Richmond, VA. EHS is accredited by the National Lead Laboratory Accreditation Program for Lead analysis. EHS analyzed the paint chip samples for Lead content following EPA's Method SW 846/7000B (preparation by ultrasonic-assisted acid digestion followed by analysis via flame atomic absorption). Analytical results were reported as parts per million (ppm, ug/g) and converted to per-cent Lead by weight. A copy of the analytical laboratory report accompanies this narrative and can be found in the Enclosures Section of this report.

10.1 Sample Numbering

Suspect LBP paint chip samples were numbered using a three part code:
The first codon is the site designation KB.
The second codon is the chemical symbol for Lead; Pb.
The third codon is a number for the specific paint chip sample; 01, 02, 03 etc.

Room names and numbers were arbitrarily assigned by the Inspector. The Suspect ACBM and LBP Sample Location Plan which accompanies this report displays the assigned room names and numbers.

Table Three illustrates the analytical results and details about the paint chip samples collected during the inspection.

Table Three: Suspect LBP Paint Chip Samples collected at 3 Fig Street

Sample Number	Building Component & Room	Color	Substrate	Condition	Lead Content % Weight
KB-Pb-01	North Section, Bay 1, underside of Loft deck near stairs	Gray paint over red primer	Sheet metal	Poor	3.6%

Sample Number	Building Component & Room	Color	Substrate	Condition	Lead Content % Weight
KB-Pb-02	North Section Loft, first roof support beam s of n wall	Gray paint	Steel beam	Fair	6%
KB-Pb-03	Underside of roof deck near Sample KB-Pb-02	Dark Gray paint over others	Corrugated steel sheet	Fair	4.8%
KB-Pb-04	1Flr., Bay2 Exterior, 3 rd . window north of southwest corner	White paint over Green	Steel window frame	Poor	17%
KB-Pb-05	2Flr., Rm. 5, Door frame at top of stairway to Bay 2	Varnish	Wood	Poor	0.053%
KB-Pb-06	2Flr., Hallway, steel beam at top of west wall outside Rm. 5	Gray paint over red primer	Steel	Poor	12%
KB-Pb-07	2Flr., Rm. 4, north wall near northwest corner	White paint	Plaster	Poor	7.8%
KB-Pb-08	1Flr., Bay 1 exterior trim for large window by wood door	White paint	Wood	Poor	0.99%
KB-Pb-09	1Flr., Bay1/Office1, steel lintel above wall opening	Yellow paint	Steel	Fair	0.053%
KB-Pb-10	South Section, Bath 3, interior side of access door frame	White paint over pale green paint	Wood	Poor	2.3%

Values in *italics* exceed the regulation-defined value for LBP ($\geq 0.5\%$)

11.0 Regulatory Standards for LBP

The U.S. Environmental Protection Agency (EPA) in regulation 40 CFR Part 745 authorized by the Toxic Substances Control Act (TSCA); and the U.S. Department of Housing and Urban Development (US HUD) in *Guidelines for the Control of Lead-based Paint Hazards in Housing*; define Lead-based Paint (LBP) as any surface coating containing an amount of Lead equal to or greater than one-half (0.5%) percent by weight of the entire coating material. This is the applicable standard for the regulation of paint in housing and child-occupied facilities; and this standard is a generally accepted definition of Lead-based paint.

The U.S. Consumer and Product Safety Commission has published a standard that requires that surface coatings intended for use in occupied building interiors contain no greater than 0.009% Lead content by weight. Surface coatings that meet this requirement are referred to as CPSC Compliant in this report. Surface coatings that contain less than 0.5% and more than 0.009% Lead by weight are referred to as Lead-containing Paint (LCP) in this report.

US Occupational Health and Safety Administration (OSHA) regulation 29 CFR 1926.62 regulates Lead exposures at any level to the construction workforce where Lead-based Paint and Lead-

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containing Paint will be disturbed in construction, demolition and renovation operations. OSHA regulation 29CFR1910.1200, Hazard Communication, requires that employers inform their employees about chemical hazards (including Lead) that are present in the workplace. Compliance with EPA waste disposal regulations in 40 CFR Part 261 requires that waste from renovation activities in commercial and public buildings that is known or presumed to contain Lead must be characterized as hazardous or non-hazardous prior to transport to an off-site disposal facility.

12.0 LBP Investigation Findings

Analysis of the paint-chip samples collected in the building at 3 Fig Street indicates that:

- **Lead in concentrations exceeding 0.5% by weight was detected in Paint Chip samples collected from the following building components:**
 - **Plaster walls on the Second Floor interior of the Center Section of the building**
 - **Primary structural steel beam in hallway of Second Floor of the Center Section of the building**
 - **Wood door frame to bathroom located in the far southwest corner of the South Section of the building**
 - **Steel components present in the Loft Area of the North Section of the building including roof deck underside, steel beam roof deck supports and Loft deck underside**
 - **Steel-framed windows throughout**
 - **Exterior wood trim (painted white) for picture windows in North Section of the building**
- **Lead-containing paint (LCP) in the concentration of 0.053% was found in the Paint Chip samples collected from the varnished door trim components on the Second Floor, Center Section; and the steel lintel in the First Floor partition wall between the North and Center Sections of the building**

13.0 Recommendations for LBP Hazard Management

A copy of this report must be furnished to the Building Owner, Renovation Contractor(s), and Maintenance Personnel working in the Kellogg Building.

Paint testing in the building at 3 Fig Street indicates that significant amounts of Lead-based paint and Lead-containing paint are present on building components that could be disturbed during any proposed renovation. Sample analysis of the paint chip samples collected indicate that LBP is present on the interior walls of the Center Section's Second Floor; structural steel beams and decking throughout the building; the exterior, white-painted surfaces of the metal-framed windows; any white-painted interior and exterior wood trim and the steel components of the Loft and the roof support decking in the North Section of the building.

Eight of ten paint chip samples collected during this investigation contained Lead at a concentration greater than 0.5%. The most prudent course in this building would be to consider any untested painted surface to be LBP until/unless tested. Chemical swab test kits, when utilized by an EPA certified LBP Renovator, can be purchased at building supply stores for a quick and economical means of testing.

Existing conditions on the Second Floor of the Center Section of the building at 3 Fig Street are potentially hazardous. LBP/LCP are present on the plaster walls and wood door trim; and the

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condition of the plaster walls and its surface coatings are poor. Flaking of these materials has resulted in a build-up of paint chip-containing debris on the floor. Foot traffic has ground this material into the general floor dust which has probably created a Lead-contaminated dust. Lead-contaminated dust may cause human exposure to Lead through inhalation and/or ingestion.

Lead is particularly toxic to young children and pregnant women. Such persons should be banned from this portion of the building until this hazard is properly controlled.

The plaster walls have deteriorated to an extent that stabilization (repair) is probably not possible. Demolition of the damaged LBP/LCP could create potentially hazardous conditions to workers unless work practices and procedures detailed in 29 CFR 1926.62 are followed and a ban on OSHA prohibited work practices is enforced. It is recommended that a trained workforce certified in the use of respiratory protection be utilized for this demolition. Choice of an abatement contractor who has Lead and asbestos trained supervisors and workers is recommended as the Asphaltic baseboard material is also present on these walls. The plaster wall demolition can be performed under the protocols of US EPA's Repair, Renovation and Painting program, augmented by: Tyvek suits, respiratory protection, enhanced worksite containment measures, worksite ventilation with negative pressure, and diligent post demolition cleaning and clearance testing.

Conditions in the remainder of the building could be prevented from becoming hazardous if the renovation activities proceed utilizing Lead-safe work practices. Aggressive disturbance of LBP and LCP breaks down the paint film and creates Lead dust which can be inhaled and/or ingested. The potential hazard is increased where LBP is present in a deteriorated condition as the LBP will easily dislodge from substrates. Management of the Lead hazard involves deploying a combination of measures to minimize the creation of Lead-contaminated dust, containment of work areas where dust and debris are generated, and prompt cleanup of any dust and debris generated. The safest approach is to have the LBP removed, stabilized and/or encapsulated by a workforce trained in Lead-safe work practices supervised by an EPA certified Renovator or licensed Lead abatement supervisor. Details about safety measures, work practices and engineering controls to be utilized are provided in the OSHA regulations.

Compliance with EPA waste disposal regulations in 40 CFR Part 261 requires that waste from renovation activities in commercial and public buildings that is known or presumed to contain Lead must be characterized as hazardous or non-hazardous prior to transport to an off-site disposal facility. The Renovation Contractor is to employ a competent person as defined in 29 CFR 1926.62 to collect a composite sample of the demolition debris waste stream and submit the sample to an independent laboratory licensed by the Commonwealth of Virginia to perform the Toxicity Characteristic Leaching Procedure (TCLP) analysis for Lead. TCLP results equal to or greater than 5 parts per million (ppm) indicate that the waste must be disposed as hazardous. Waste with TCLP analysis results of less than 5 ppm can be disposed as construction demolition debris.

The US OSHA regulation 29 CFR 1910.1200-Hazard Communication requires that employers must inform employees about chemical hazards in the workplace. A copy of this report must be furnished to the Building Owner and all subcontracted personnel who will work in this building. When the structure is renovated and prepared for occupancy a copy of this report must be furnished to any prospective occupants. If the building is prepared for sale a copy of this report must be furnished to prospective purchasers.

14.0 Limitations and Additional Testing for LBP

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7 September 2021

This LBP investigation is specifically designed to characterize the nature and extent of Lead-based surface coatings that could be impacted by the proposed renovation of the building at 3 Fig Street with a focus on the safety of the construction workforce. The methodology, results and conclusions are not applicable to any other facility. The LBP investigation was performed utilizing procedures and sampling protocols found in The U.S. Environmental Protection Agency (EPA) regulation 40 CFR Part 745 and the U.S. Department of Housing and Urban Development (USHUD) *Guidelines for the Control of Lead-based Paint Hazards in Housing* for the conduct of LBP inspections. This investigation is not designed to be a formal LBP inspection nor a formal LBP risk assessment as defined in these regulations.

If any portion of this building is intended to be used for occupancy as housing then it is recommended that, prior to occupancy, a full LBP Inspection and Risk Assessment as defined in the US HUD Guidelines be performed on that portion of the building.

If renovation plans change and additional functional spaces and/or building components within the building become subject to renovation operations that would disturb installed surface coatings, then such additional functional spaces and/or components should be investigated for LBP. This investigation was targeted on components that were indicated might be disturbed by renovation operations. When the renovation occurs, additional coated surfaces/components subject to disturbance may become accessible. Such surfaces/components should be tested for LBP by a VA-licensed LBP Inspector/Risk Assessor.

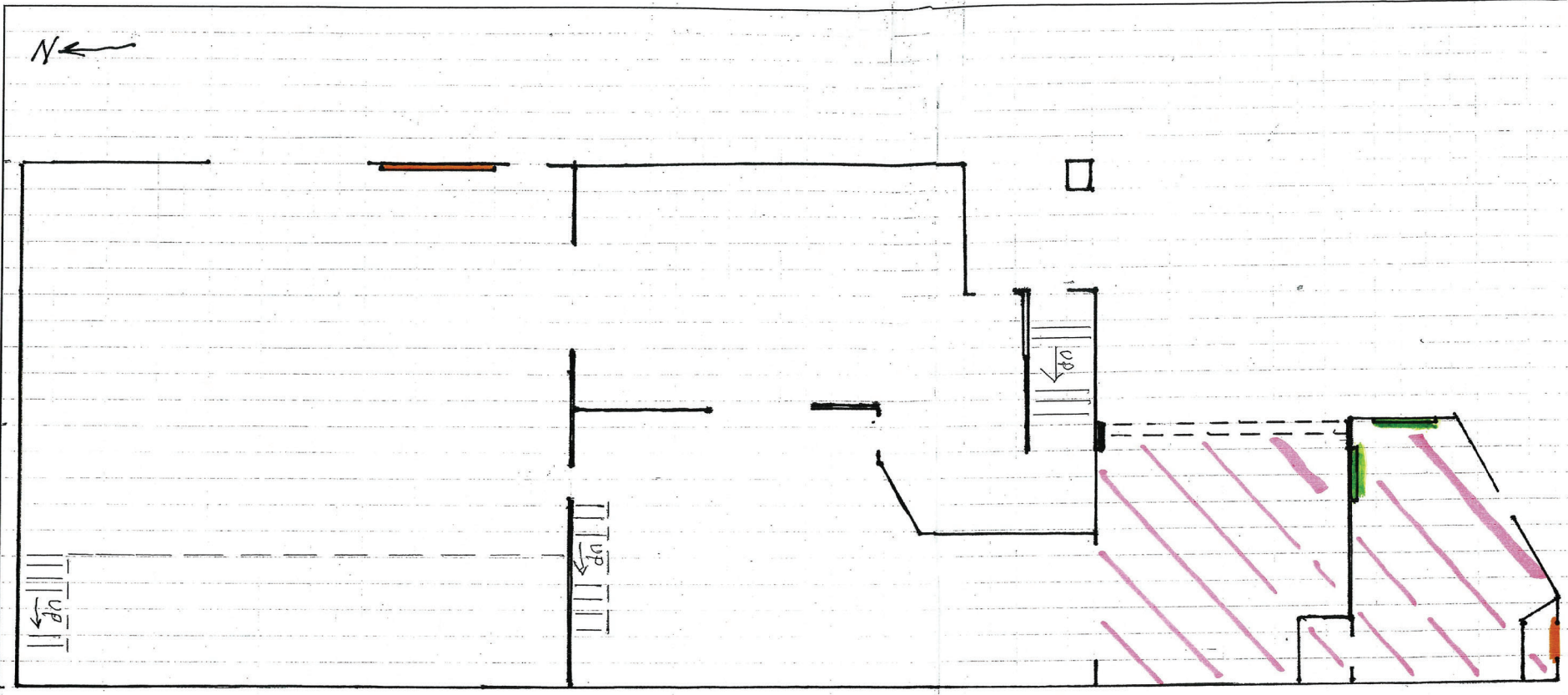
15.0 Enclosures

- Floor plan drawings that display the locations where samples of suspect ACM and LBP were collected.
- Copies of the analytical laboratory reports for the asbestos bulk sample and paint chip samples collected during the inspection.

Thank you for allowing me to provide you with asbestos and Lead-based paint inspection services. Should you have any questions please call me at (757) 331-4321. It was a pleasure working with you on this project and I hope to be of service to you in the future.

Sincerely,
Stephen A Bliley.

JOB Kellogg Building
 SHEET NO. Caps, Chalks - VA
 CHECKED BY ACBM & LBP Location Plan
 DATE _____
 SCALE NTS
Ground Floor



- Key:
- ACM - Window Glazing
 - ACM - Flat, built-up Roofing
 - LBP NOTE: All Metal Window Frames - Exterior
 - LBP - White Paint on Door & Window Trim

Kellogg Building

JOB

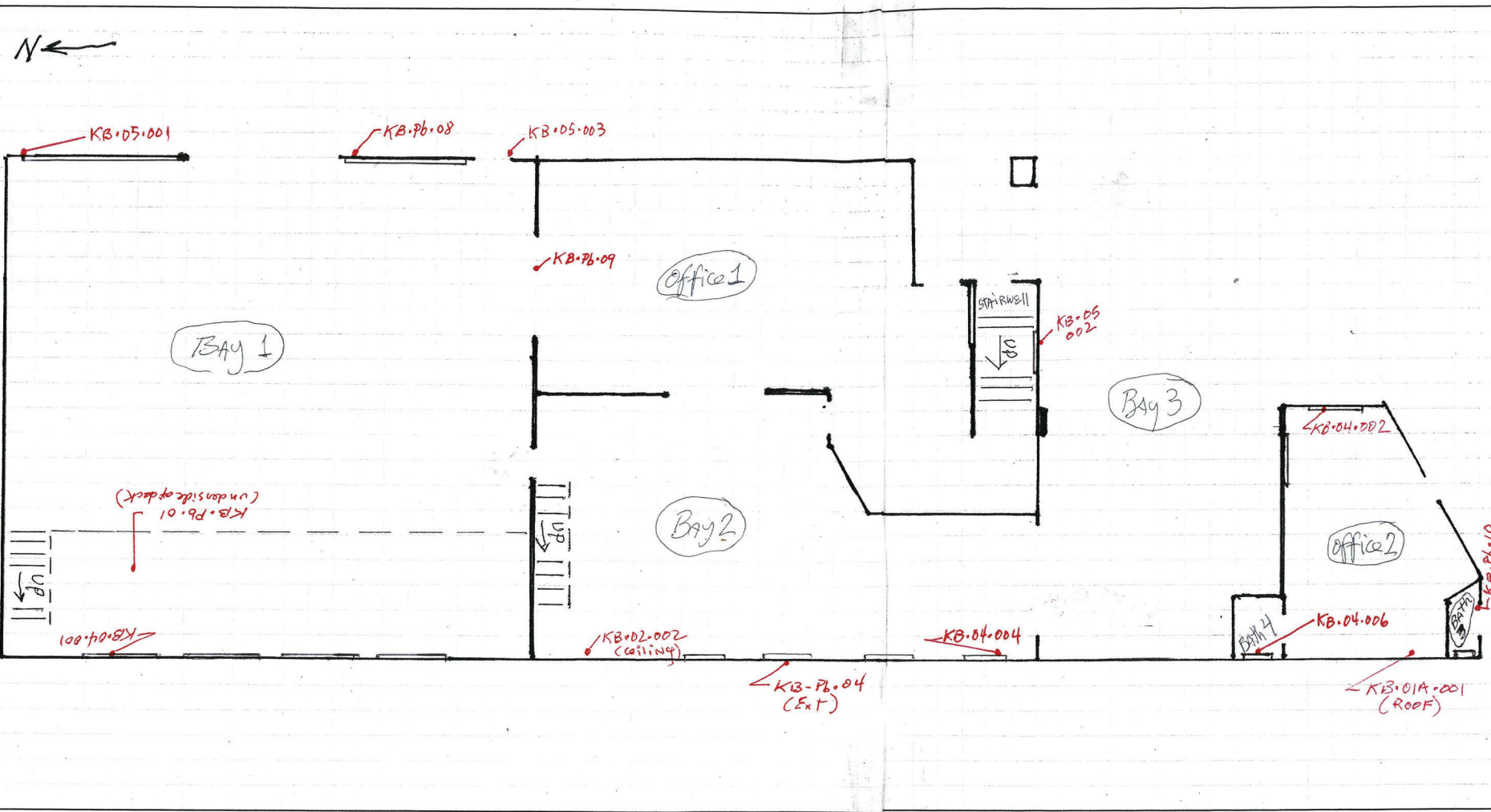
SHEET NO.

CHECKED BY

SCALE

NTS

CAPE Charles VA
Suspect Room # 18P Sample Location
Ground Floor



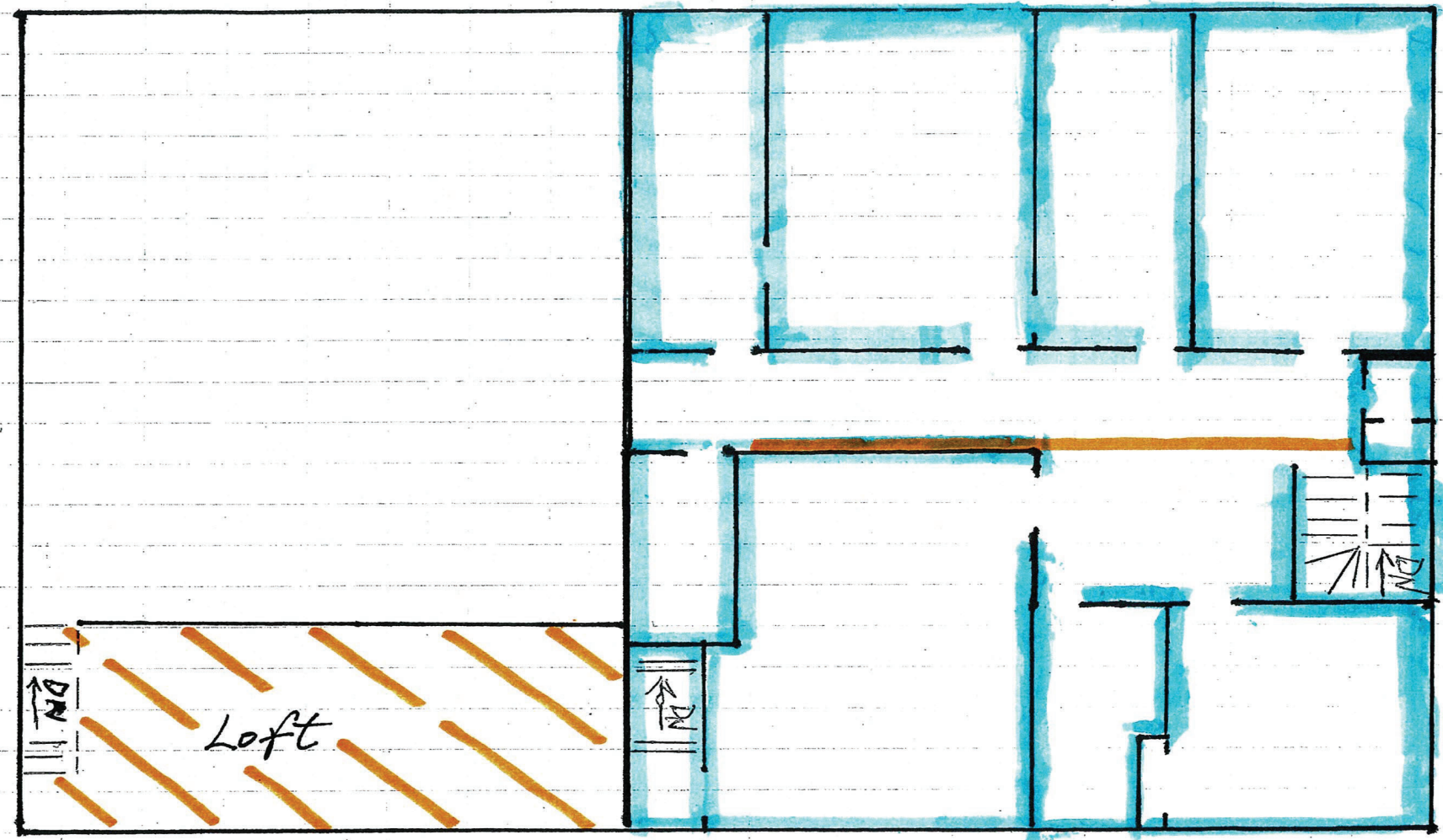
Kellogg Building

CAPE CHARLES VA

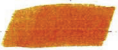
ACBM LBP LOCATION PLAN

Second Floor

NTS



KEY:  LBP (white) ON PLASTER WALLS
 ACM-ASPHALTIC BASEBOARD MATERIAL
 LBP ON STEEL ROOF DECK,
FLOOR DECK, RAFTERS, BEAM

 LBP Note: All Metal Window
FRAMES - EXTERIOR

Ne

Kellogg Building

JOB

CAPE CHARLES VA

SHEET NO.

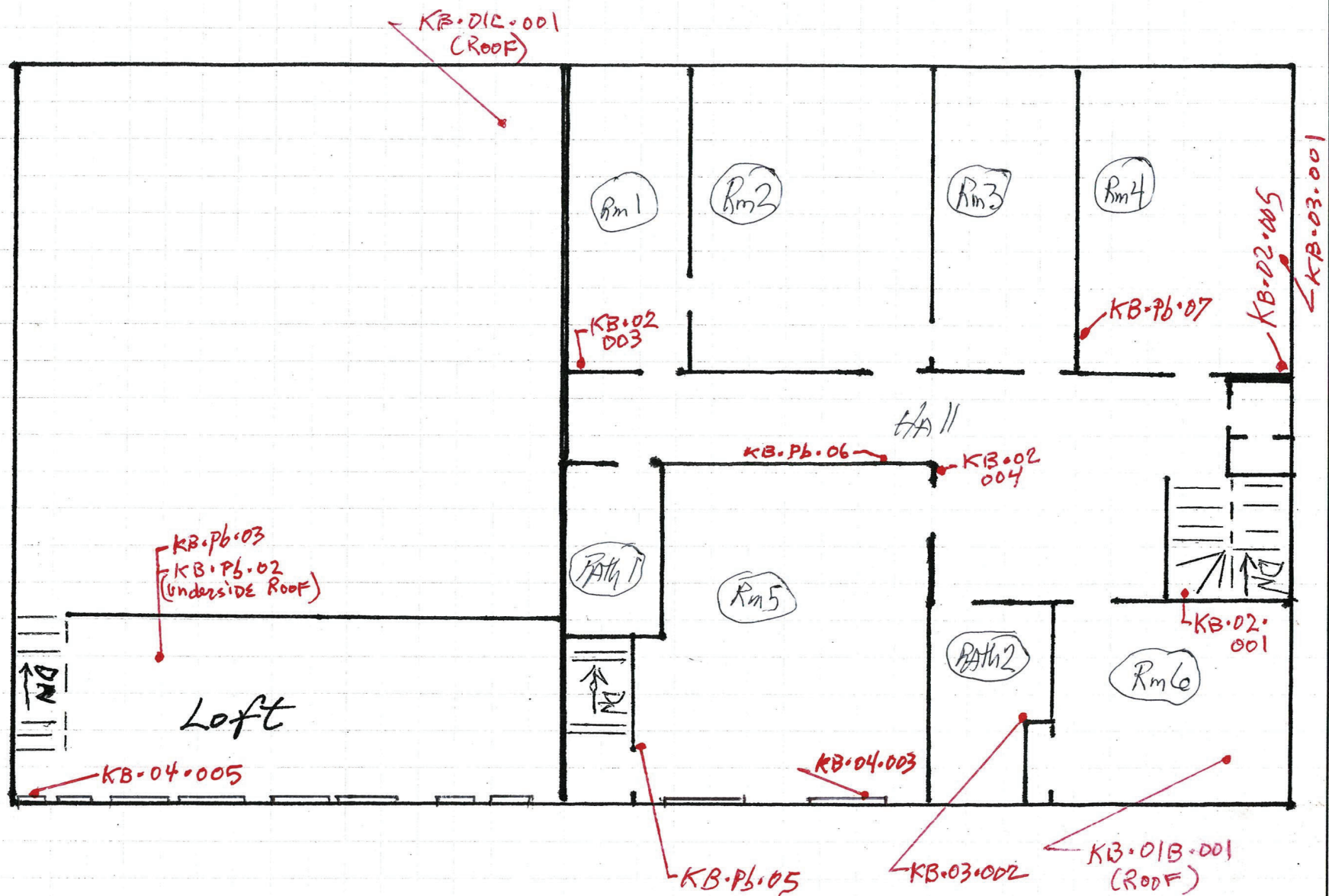
SUBJECT ACBM & LBP Sample Location

CHECKED BY

DATE

Second Floor

SCALE NTS



N



Environmental Hazards Services, L.L.C.

7469 Whitepine Rd

Richmond, VA 23237

Telephone: 800.347.4010

Asbestos Bulk Analysis Report

Report Number: 21-08-05285

Client: Stephen A. Bliley
394 Pilot Mt. Hollow
Faber, VA 22938

Received Date: 08/31/2021
Analyzed Date: 09/01/2021, 09/02/2021
Reported Date: 09/03/2021

Project/Test Address: Kellogg Building; 2 Fig Street; Cape Charles, VA

Client Number:

48-5788

Fax Number:

757-331-3181

Laboratory Results

Lab Sample Number	Client Sample Number	Layer Type	Lab Gross Description	Asbestos	Other Materials
21-08-05285-001	KB.01A.001		Black to Weathered Gray/Black Brittle; Black/Dark Brown to Black Fibrous; Off-White Aggregate; Inhomogeneous	7% Chrysotile	8% Cellulose 15% Fibrous Glass 70% Non-Fibrous
Total Asbestos: 7%					
Chrysotile present in various sealant/mastic and felt paper layers throughout sample.					
21-08-05285-002	KB.01B.001		Black/Silver Brittle; Black/Brown Fibrous; Inhomogeneous	NAD	25% Cellulose 10% Fibrous Glass 65% Non-Fibrous
21-08-05285-003	KB.01C.001		Black/Silver Brittle; Black/Tan Fibrous; Inhomogeneous	NAD	15% Cellulose 15% Fibrous Glass 70% Non-Fibrous
21-08-05285-004	KB.02.001		Pale Gray Cementitious; Green/Beige Brittle; Inhomogeneous	NAD	1% Cellulose 99% Non-Fibrous

Environmental Hazards Services, L.L.C

Client Number: 48-5788

Report Number: 21-08-05285

Project/Test Address: Kellogg Building; 2 Fig Street; Cape Charles, VA

Lab Sample Number	Client Sample Number	Layer Type	Lab Gross Description	Asbestos	Other Materials
21-08-05285-005	KB.02.002		Off-White/Pale Gray Cementitious; Inhomogeneous	NAD	1% Cellulose 99% Non-Fibrous
21-08-05285-006	KB.02.003		Off-White Cementitious; White Brittle; Inhomogeneous	NAD	4% Cellulose 96% Non-Fibrous
21-08-05285-007	KB.02.004		Off-White Cementitious; White Brittle; Inhomogeneous	NAD	3% Cellulose 97% Non-Fibrous
21-08-05285-008	KB.02.005		Pale Gray/Off-White Cementitious; Beige Brittle; Inhomogeneous	NAD	1% Cellulose 99% Non-Fibrous
21-08-05285-009	KB.03.001		Black Pliable to Brittle; Dark Brown to Black Fibrous; Inhomogeneous	15% Chrysotile	5% Cellulose 80% Non-Fibrous
Total Asbestos: 15%					
Chrysotile present throughout sample.					
21-08-05285-010	KB.03.002		Black to Gray Pliable to Brittle; Dark Brown to Black Fibrous; Inhomogeneous	15% Chrysotile	5% Cellulose 80% Non-Fibrous
Total Asbestos: 15%					
Chrysotile present throughout sample.					
21-08-05285-011	KB.04.001		Pale Pink Brittle; Homogeneous	NAD	1% Cellulose 99% Non-Fibrous

Environmental Hazards Services, L.L.C

Client Number: 48-5788

Report Number: 21-08-05285

Project/Test Address: Kellogg Building; 2 Fig Street; Cape
Charles, VA

Lab Sample Number	Client Sample Number	Layer Type	Lab Gross Description	Asbestos	Other Materials
21-08-05285-012	KB.04.002		Pale Beige-Gray Brittle; Homogeneous	4% Chrysotile	96% Non-Fibrous
Total Asbestos:				4%	
21-08-05285-013	KB.04.003		Pale Pink Brittle; Homogeneous	NAD	1% Cellulose 99% Non-Fibrous
21-08-05285-014	KB.05.001		White/Off-White to Pale Gray Pliable to Brittle; Inhomogeneous	NAD	100% Non-Fibrous
21-08-05285-015	KB.05.002		Off-White to Pale Gray/White Pliable to Brittle; Inhomogeneous	NAD	100% Non-Fibrous
21-08-05285-016	KB.05.003		Off-White Brittle; Off-White Pliable to Brittle; Inhomogeneous	NAD	2% Talc 98% Non-Fibrous

Environmental Hazards Services, L.L.C

Client Number: 48-5788

Report Number: 21-08-05285

Project/Test Address: Kellogg Building; 2 Fig Street; Cape Charles, VA

Lab Sample Number	Client Sample Number	Layer Type	Lab Gross Description	Asbestos	Other Materials
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QC Sample: 44-M12018-4, 45-M12011-2

QC Blank: SRM 1866 Fiberglass

Reporting Limit: 1% Asbestos

Method: EPA Method 600/R-93/116, EPA Method 600/M4-82-020

Analyst: Mark Case

Reviewed By Authorized Signatory:



Tasha Eaddy
QA/QC Clerk

The condition of the samples analyzed was acceptable upon receipt per laboratory protocol unless otherwise noted on this report. Each distinct component in an inhomogeneous sample was analyzed separately and reported as a composite. Results represent the analysis of samples submitted by the client. Sample location, description, area, volume, etc., was provided by the client. This report cannot be used by the client to claim product endorsement by NVLAP or any agency of the U.S. Government. This report shall not be reproduced except in full, without the written consent of the Environmental Hazards Service, L.L.C. California Certification #2319 NY ELAP #11714 NVLAP #101882-0 VELAP 460172. All information concerning sampling location, date, and time can be found on Chain-of-Custody. Environmental Hazards Services, L.L.C. does not perform any sample collection.

Environmental Hazards Services, L.L.C. recommends reanalysis by point count (for more accurate quantification) or Transmission Electron Microscopy (TEM), (for enhanced detection capabilities) for materials regulated by EPA NESHAP (National Emission Standards for Hazardous Air Pollutants) and found to contain less than ten percent (<10%) asbestos by polarized light microscopy (PLM). Both services are available for an additional fee.

400 Point Count Analysis, where noted, performed per EPA Method 600/R-93/116 with a Reporting Limit of 0.25%.

* All California samples analyzed by Polarized Light Microscopy, EPA Method 600/M4-82-020, Dec. 1982.

LEGEND: NAD = no asbestos detected



Environmental Hazards Services, L.L.C.
7469 Whitepine Rd
Richmond, VA 23237
Telephone: 800.347.4010

Lead Paint Chip Analysis Report

Report Number: 21-08-05287

Client: Stephen A. Bliley
394 Pilot Mt. Hollow
Faber, VA 22938

Received Date: 08/31/2021
Analyzed Date: 09/01/2021
Reported Date: 09/02/2021

Project/Test Address: Kellogg Building; 2 Fig Street; Cape Charles, VA
Collection Date: 08/28/2021

Client Number:
48-5788

Laboratory Results

Fax Number:
757-331-3181

Lab Sample Number	Client Sample Number	Collection Location	Pb (ug/g) ppm	% Pb by Wt.	Narrative ID
21-08-05287-001	KB-PB-01	LOFT DECK	36000	3.6	
21-08-05287-002	KB-PB-02	ROOF SUPPORT BEAM	60000	6.0	
21-08-05287-003	KB-PB-03	ROOF DECK	48000	4.8	
21-08-05287-004	KB-PB-04	STEEL WINDOW	170000	17	
21-08-05287-005	KB-PB-05	WOOD DOOR FRAME	530	0.053	
21-08-05287-006	KB-PB-06	MAIN STEEL BEAM	120000	12	
21-08-05287-007	KB-PB-07	PLASTER WALL	78000	7.8	
21-08-05287-008	KB-PB-08	WINDOW TRIM	9900	0.99	
21-08-05287-009	KB-PB-09	STEEL LINTEL	530	0.053	
21-08-05287-010	KB-PB-10	WOOD DOOR FRAME	23000	2.3	

Environmental Hazards Services, L.L.C

Client Number: 48-5788

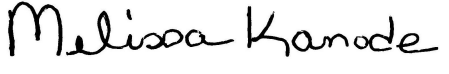
Report Number: 21-08-05287

Project/Test Address: Kellogg Building; 2 Fig Street; Cape Charles, VA

Lab Sample Number	Client Sample Number	Collection Location	Pb (ug/g) ppm	% Pb by Wt.	Narrative ID
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Preparation Method: ASTM E-1979-17

Analysis Method: EPA SW846 7000B

Reviewed By Authorized Signatory: 

Melissa Kanode

QA/QC Clerk

The HUD lead guidelines for lead paint chips are 0.50% by Weight, 5000 ppm, or 1.0 mg/cm². The Reporting Limit (RL) for samples prepared by ASTM E-1979-17 is 10.0 ug Total Pb. The RL for samples prepared by EPA SW846 3050B is 25.0 ug Total Pb. Paint chip area and results are calculated based on area measurements determined by the client. All internal quality control requirements associated with this batch were met, unless otherwise noted.

The condition of the samples analyzed was acceptable upon receipt per laboratory protocol unless otherwise noted on this report. Results represent the analysis of samples submitted by the client. Sample location, description, area, etc., was provided by the client. Results reported above in mg/cm³ are calculated based on area supplied by client. This report shall not be reproduced except in full, without the written consent of the Environmental Hazards Service, L.L.C.

ELLAP Accreditation through AIHA-LAP, LLC (100420), NY ELAP #11714.

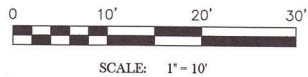
LEGEND	Pb= lead	ug = microgram	ppm = parts per million
	ug/g = micrograms per gram	Wt. = weight	







BETH ANNE G. CAMPBELL, VA L.S. #003316



GRADE	LEGEND
CL	CENTERLINE
FC	FACE OF CURB
FL	FLOWLINE
TB	TOP OF BANK
TC	TOP OF CURB
TS	TOE OF SLOPE

ABBREVIATIONS	
APPROX	APPROXIMATELY
BLDG	BUILDING
CONC	CONCRETE
D.B.	DEED BOOK
GPIN	GEOREFERENCED PARCEL IDENTIFICATION NUMBER
HARN	HIGH ACCURACY REFERENCE NETWORK
INST.	INSTRUMENT
INV	INVERT
M.B.	MAP BOOK
NF	NAIL FOUND
N/F	NOW OR FORMERLY
PG.	PAGE
PIN	PARCEL IDENTIFICATION NUMBER
S.F.	SQUARE FEET
COMMUNICATIONS	
CMH	COMMUNICATIONS: HAND HOLE
CPED	COMMUNICATIONS: PEDESTAL
CMH	COMMUNICATIONS: MANHOLE
	COMMUNICATIONS: UNDERGROUND
CONTROL	
TPB	CONTROL: TRAVERSE POINT
TBM	CONTROL: TEMPORARY BENCHMARK
FENCES	
	FENCE: SILT FENCE
	FENCE: VINYL
	FENCE: WOODEN
	FENCE: METAL
GAS	
GM	GAS: METER
GV	GAS: VALVE
	GAS: UNDERGROUND PIPES
POWER	
	POWER: LIGHT POLE
	POWER: CONDUIT
LP	POWER: LIGHT POLE: SINGLE ARM
LP	POWER: LIGHT POLE: SINGLE BOX
EP	POWER: TRANSFORMER
	POWER: ELECTRIC PEDESTAL
	POWER: GUY WIRE
UP	POWER: UTILITY POLE
UPLT	POWER: UTILITY POLE WITH LIGHT
EHM	POWER: ELECTRIC HANDHOLE
	POWER: OVERHEAD LINES
	POWER: UNDERGROUND
PROPERTY	
DHF	PROPERTY: DRILL HOLE FOUND
DHS	PROPERTY: DRILL HOLE SET
IRF	PROPERTY: IRON ROD FOUND
IRS	PROPERTY: IRON ROD SET
NF	PROPERTY: NAIL FOUND
IPF	PROPERTY: IRON PIPE FOUND
PPF	PROPERTY: PINCHED PIPE FOUND
VDH	PROPERTY: VDOT MONUMENT
	PROPERTY: BOUNDARY
	PROPERTY: ADJACENT BOUNDARY
	PROPERTY: EASEMENT
SANITARY	
SMH	SANITARY: MANHOLE
CO	SANITARY: CLEANOUT
	SANITARY: PIPES
	SANITARY: FORCE MAIN
SITE	
	SIGN
	BOLLARD
STORM	
SMH	STORM: MANHOLE
CD	STORM: CURB DROP INLET
CB	STORM: CATCH BASIN
RD	STORM: ROOF DRAIN
	STORM: PIPES
TRAFFIC	
TRHH	TRAFFIC: BOX
TRPED	TRAFFIC: PEDESTAL
TRMH	TRAFFIC: MANHOLE
WATER	
WV	WATER: VALVE
WM	WATER: METER
IRR	WATER: IRRIGATION
FH	WATER: FIRE HYDRANT
SPIGOT	WATER: SPIGOT
FDC	WATER: FIRE DEPARTMENT CONNECTION
PV	WATER: POST INDICATOR VALVE
	WATER: UNDERGROUND PIPES
LINES	
	BUILDING: OVERHANG
	BUILDING: WALLS
	CONTOUR (1 FOOT INTERVALS)
	DITCH: CENTERLINE
	DITCH: TOP OF BANK
	DITCH: TOE OF SLOPE
	FLOOD ZONE LINE
	LANDSCAPING: EDGE
	PAVEMENT: ASPHALT EDGE
	PAVEMENT: GRAVEL
	VEGETATION: DRIFLINE

April 12, 2022

City Of Cape Charles

2 Plum Street

Cape Charles, Virginia 23110

To Whom It May Concern:

Please let this letter show that I have authorized Penn & Derrick Kinsey, Kellam Construction and their sub-contractors use of my lot that runs adjacent to the Kellogg Building on Mason Avenue.

If you have any further questions, please feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Thomas G. Godwin, Sr.", with a stylized, cursive script.

Thomas G Godwin, Sr.



HISTORIC DISTRICT REVIEW BOARD STAFF REPORT

Meeting Date: May 17, 2022

Item #: 6D (2) – 510 Monroe Avenue

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

Date: May 11, 2022

APPLICANT: Robert & Patricia James

SITE ADDRESS: 510 Monroe Avenue

TAX MAP: 83A3-1-371

LOT SIZE: 5,200 sq. ft.

TYPE OF APPLICATION: Certificate of Appropriateness

WORK TO BE PERFORMED: Renovate existing sunroom & 2nd story deck; replace existing slate roof with shingle roof

CURRENT ZONING: Residential (R-1)

HISTORIC REGISTER: CONTRIBUTING STRUCTURE

Description: 1920, Foursquare

DATE APPLICATION RECEIVED: March 1, 2022

PRE-APPLICATION MTG: March 29, 2022 with Katie Nunez and Tracy Outten

DATE APPLICATION DEEMED COMPLETE: May 2, 2022

LEGAL DEADLINE: HDRB Decision (60 Days from Complete Application): July 2, 2022

BACKGROUND

Description of Proposed Project:

The applicant is requesting to replace the original 106-year-old slate roof with a new, shingle roof. In addition, the applicant is seeking to remove a 20' x 7.3' sunroom with windows (which is not original to the house) and add a 20' x 14' sunroom with 3 accordion or fold-out style doors. The sunroom roof will function as a second story deck. The applicant is looking to also remove the 2 windows that overlook this second story deck, retain the door onto the second story deck and to add a spiral staircase at the end of the second story deck so that you can get to the backyard.

AERIAL MAP



PHOTO OF BACK OF HOUSE



MATERIALS:

Roof Materials List

- GAF Timberline High Definition 50 Year Ultra Lifetime Architectural Shingles (130 mph wind rating)
- TigerPaw synthetic underlayment
- Ice and water shield membrane
- Pipe boots
- GAF starter shingles
- Wide flanged prefinished white aluminum drip edge flashing
- Heavy duty cap shingles
- Ridge vent - Copper flashing
- Drylok clear brick/masonry sealer

Sunroom Materials List

- Wood/Clad Windows (Marvin or similar)
- Wood or Fiberglass entry doors (Marvin and/or Thermatru)
- PVC Column Wraps, column caps and bases
- PVC trim boards
- Brick and mortar to best match existing
- Powder coated aluminum spiral stairs (Paragon or similar)
- Hardie siding

STAFF ANALYSIS

ZONING COMPLIANCE

The proposed project is removing a 146 sq. ft four-season sunroom and replacing with a slightly larger sunroom at 280 sq. ft, an increase of 134 sq. ft. This square footage increase is still 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.

EXTERIOR ALTERATIONS: Pg. 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.

EXTERIOR ALTERATIONS: Pg. 19, Item #10: New additions and adjacent or related new construction shall be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

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

ROOF: Pg. 37 Item G NOTE: Today, most of the roofs in the district are composition shingles, metal, slate r cedar shakes

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

STAFF RECOMMENDATION:

The applicant has indicated that the slate roof is over 100 years old and needs to be replaced due to its condition. He has indicated that replacing it with slate is not feasible and is looking to replace with architectural shingles which has been allowed on other properties in the district. Due to the poor condition of the existing sunroom, the replacement of said sunroom with a slight increase in square footage and a substitution of doors instead of windows is appropriate. The HDRB needs to determine if the proposed doors are appropriate to this style of house.

Staff is prepared to assist with the development of a motion, if needed, and is in support of this application but does not have a position on the proposed doors for the sunroom.

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

Attachments:

Attachment 1 – Application and Documents



CERTIFICATE OF APPROPRIATENESS APPLICATION

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

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

- | | |
|---|--|
| ☐ Completed application | ☐ Photos/elevations of existing structure |
| ☐ Letter of intent clearly explaining project | ☐ Photos/elevations of proposed project |
| ☐ Existing site plan or survey | ☐ Proposed materials/spec sheets, samples |
| ☐ Proposed site plan or survey (if applicable) | ☒ Payment of fees (new construction >2,000 square feet \$500; new construction up to 2,000 square feet \$300; all other \$150; modification \$250) |

PROPERTY INFORMATION

Name of Project: Sunroom Renovation and Roof Replacement
Property Address: 510 Monroe Avenue Cape Charles, Virginia 23310
Brief Description of Project: Remove existing house roof & existing sunroom. Install new.
Zoning District: R-1 Current Use: Residential Proposed Use: Residential

OWNER INFORMATION

Name and Company: Robert and Patrica James
Mailing Address: 510 Monroe Avenue Cape Charles, Virginia 23310
Phone Number: 561-445-6550 Email: theboysdadx3@yahoo.com

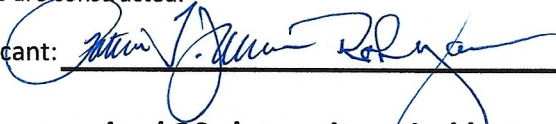
APPLICANT INFORMATION

☒ check here if applicant is owner

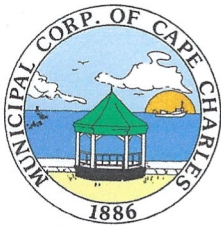
Name: Robert and Patrica James
Mailing Address: 510 Monroe Avenue Cape Charles, Virginia 23310
Phone Number: 561-445-6550 Email: theboysdadx3@yahoo.com

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:  Date: 4/29/22

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



OWNER PERMISSION AFFIDAVIT

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

PROPERTY INFORMATION

Subject Property Street Address: 510 Monroe Avenue
Subject Property Tax ID Number: Tax Map # 83A3-1-371 (Lot 371)

OWNER INFORMATION

Name (Person, Firm, Corporation, or Agency): Robert & Patricia Jamer
Mailing Address: 510 Monroe Ave Cape Charles, VA 23310
Phone Number: 561-445-6550 Email: theboysdadx3@yahoo.com

APPLICANT INFORMATION (If applicable)

Name: J.E.B. Johnson - Johnson Southern Builders, LLC
Mailing Address: 5106 Magotha Road Cape Charles, VA 23310
Phone Number: 757-650-6993 Email: johnsonsouthernbuilders@gmail.com

I am applying for, or I hereby give authority to the applicant to file an application for:

Renovation of existing uproom and removal of existing slate roof and installation of new 50 year Arch. shingles.

Signature of Owner: [Signature] Date: 5/4/22

Commonwealth of Virginia
County of _____

The foregoing instrument was acknowledged before me this _____ day of _____,
20____, by _____ (name of person acknowledged).

Signature of Notarial Officer: _____

Notary Registration Number: _____

My Commission Expires: _____

(Seal)

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

Robert James
510 Monroe Avenue
Cape Charles, Virginia 23310
561 445-6550

March 1, 2022

Town of Cape Charles
Planning and Zoning Department
2 Plum St
Cape Charles, VA 23310

To the Board,

This letter is part of the package to accompany the Certificate of Appropriateness Application. My wife and I own and live fulltime in our home on Monroe Avenue. The slate roof of the house is original to the 106 year old home and lasted well beyond expectation. The opinion of four roofing contractors is the same. The roof needs replacement. Despite our best effort, slate is no longer a feasible choice.

There is a room at the rear of the building that was added to the original brick home at some point in the homes one-hundred-year history. I have attached a photo of the existing room with the application. The room is dated, the floor sags in places, and because of the settling there are gaps above the windows.

It is our desire to replace this room with a room very close in appearance to the existing one. The room will be used for family use. Again, a picture is attached of the building we'd like to copy. The room will be same width and 7 feet deeper.

The material will be as in the picture, mostly architectural frame doors and windows and with wood exterior.

The project will be to remove the existing room and construct the replacement.

Thank you for your consideration of our upgrade.

Sincerely,



Robert James
561 445-6550

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. OWNERS:
ROBERT E. JAMES &
PATRICIA THOMPSON JAMES

2. TAX PARCEL:
83A3-1-371

3. SOURCE OF TITLE:
INST. 160000010

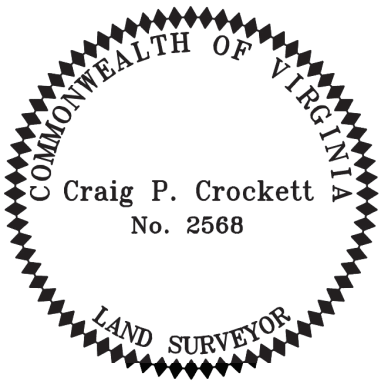
4. A SURVEY WAS
PERFORMED ON THIS
PROPERTY IN SEPTEMBER
2021 WITH A BOUNDARY
CLOSURE WHOSE
PRECISION EXCEEDS
1:10,000.

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

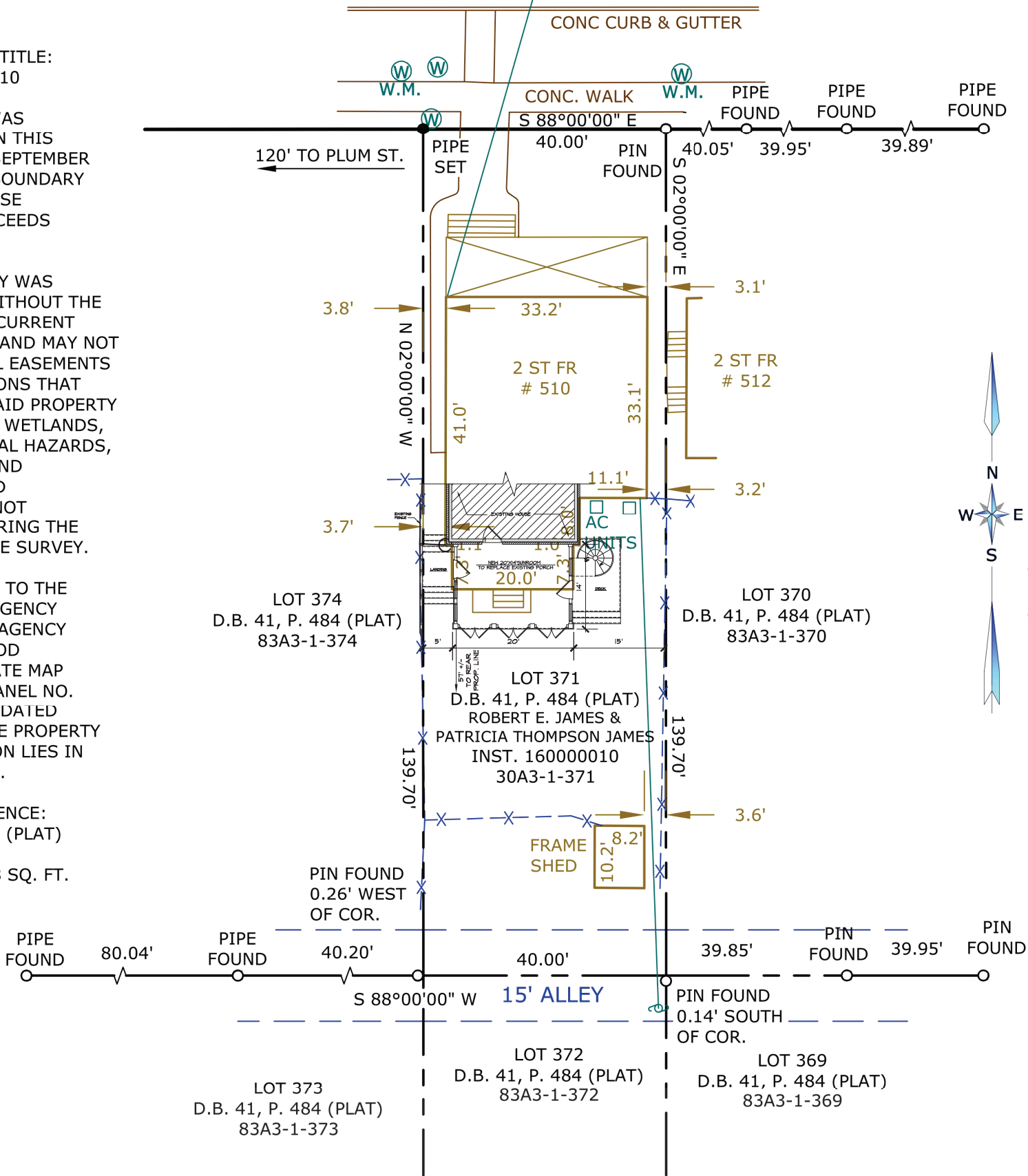
6. ACCORDING TO THE
FEDERAL EMERGENCY
MANAGEMENT AGENCY
(F.E.M.A.) FLOOD
INSURANCE RATE MAP
COMMUNITY PANEL NO.
51131C0295F, DATED
03-02-15, THE PROPERTY
SHOWN HEREON LIES IN
FLOOD ZONE X.

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

8. AREA: 5,588 SQ. FT.
(0.128 AC.)



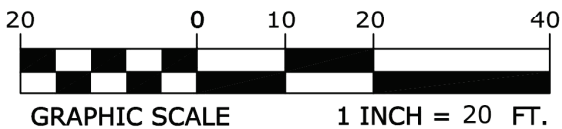
MONROE AVENUE (100' R/W)



**PHYSICAL SURVEY
LOT 371
MAP OF THE TOWN OF
CAPE CHARLES**

CAPEVILLE DISTRICT
NORTHAMPTON COUNTY, VIRGINIA
MADE FOR

ROBERT E. JAMES & PATRICIA THOMPSON JAMES
SCALE: 1" = 20' OCTOBER 12, 2021



POINT NORTH

POINT NORTH SURVEYING LLC

P.O. Box 701, (757) 709-3008
Onley, VA. 23418 pointnorthsurveying@gmail.com

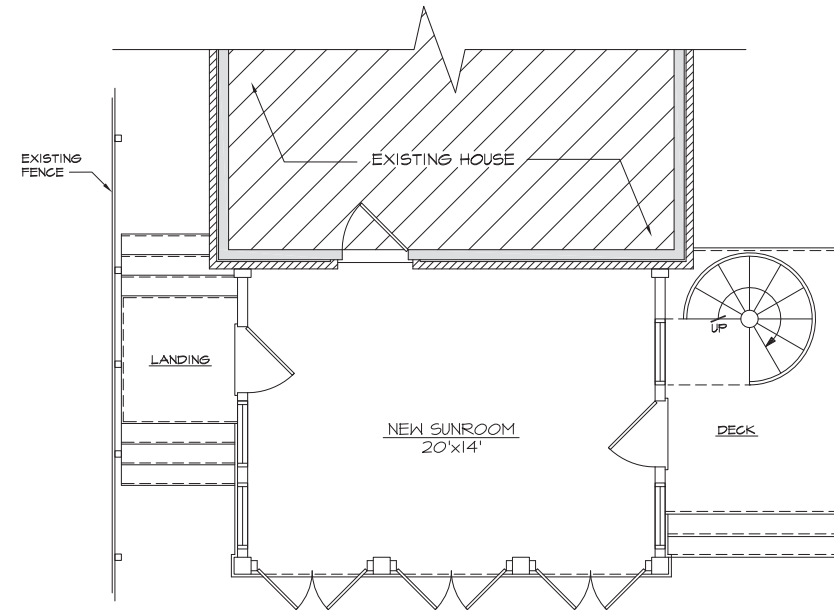
DRAWN BY: CROCKETT FIELD BOOK: FILE COPY
BACK TRAV: CROCKETT PROJ. NO: 21164











FLOOR PLAN @ NEW SCREENED PORCH

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

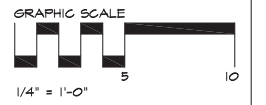


REAR ELEVATION

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



PLAN REFERENCE NORTH



DESIGN DEVELOPMENT
DRAFTING & DESIGN SERVICES LLC
PO BOX 155
ONANCOCK VA 23417
757-704-8701
desdevelopment@live.com
www.desdevelopment.net

JAMES RESIDENCE
ADDITIONS & ALTERATIONS
510 MONROE AVENUE
CAPE CHARLES VA 23310

510 Monroe Avenue Cape Charles, Virginia
Sunroom Renovation
Material Specification Sheet

Below are the materials that will be used in the sunroom renovation at 510 Monroe Avenue:

- Wood/Clad Windows (Marvin or similar)
- Wood or Fiberglass entry doors (Marvin and/or Thermatru)
- PVC Column Wraps, column caps and bases
- PVC trim boards
- Brick and mortar to best match existing
- Powder coated aluminum spiral stairs (Paragon or similar)
- Hardie siding

Proposed Rear Sunroom Material Specifications

GAF Timberline Ultra HD Shingles



- Fiberglass Asphalt Construction
- Dimensions (approx.): 13 1/4" x 39 3/8" (337 x 1000 mm)
- Exposure: 5 5/8" (143 mm)
- Bundles/Square: 4
- Pieces/Square: 64
- Nails/Square: 256 (384 where 6 nails per shingle is required)^{††}
- StainGuard[®] Protection: Yes (Location dependent; contact Technical Services at 800.766.3411)
- Hip/Ridge: Timbertex[®]; Seal-A-Ridge[®]; Z[®] Ridge; Ridglass[®] 8"; Ridglass[®] 10"
- Starter: ProStart[®] & WeatherBlocker[™]

HardiePlank Lap Siding

SELECT CEDARMILL[®]

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

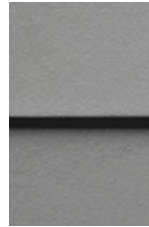
AVAILABLE SIZES



THICKNESS:	0.312"	
LENGTH:	144" boards	
WIDTHS:	6.25"	8.25"
EXPOSURES:	5"	7"
	7.25"	
	6"	

SMOOTH

AVAILABLE SIZES



THICKNESS:	0.312"	
LENGTH:	144" boards	
WIDTHS:	6.25"	7.25"
EXPOSURES:	5"	6"
	8.25"	
	7"	

Exact Specifications were not provided for:

- Windows
- Doors
- Spiral Stairs
- PVC Column Wraps, Caps, or Bases

See Architectural Drawings for Pictures.

EXISTING SLATE ROOF



510 Monroe Avenue Cape Charles, Virginia
Roof Replacement
Material Specification Sheet

Below are the materials that will be used in the replacement of the upper roof at 510 Monroe Avenue:

- GAF Timberline High Definition 50 Year Ultra Lifetime Architectural Shingles (130 mph wind rating)
- TigerPaw synthetic underlayment
- Ice and water shield membrane
- Pipe boots
- GAF starter shingles
- Wide flanged prefinished white aluminum drip edge flashing
- Heavy duty cap shingles
- Ridge vent
- Copper flashing
- Drylok clear brick/masonry sealer

Proposed Roof Material Specifications

GAF Timberline Ultra HD Shingles



- Fiberglass Asphalt Construction
- Dimensions (approx.): 13 1/4" x 39 3/8" (337 x 1000 mm)
- Exposure: 5 5/8" (143 mm)
- Bundles/Square: 4
- Pieces/Square: 64
- Nails/Square: 256 (384 where 6 nails per shingle is required)^{††}
- StainGuard[®] Protection: Yes (Location dependent; contact Technical Services at 800.766.3411)
- Hip/Ridge: TimberTex[®]; Seal-A-Ridge[®]; Z[®] Ridge; Ridglass[®] 8"; Ridglass[®] 10"
- Starter: ProStart[®] & WeatherBlocker[™]

TigerPaw Synthetic Underlayment

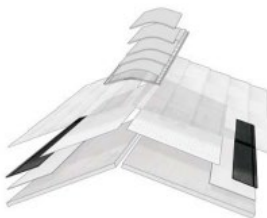


Nominal Specifications:

For use with asphaltic shingles and may also be used with slate, wood, metal, or tile⁵

- Roll size: 10 squares (1,000 sq. ft. [92.9 m²]) (excludes laps)
- Roll length: 250' (76.2 m)
- Roll width: 48" (1.22 m)
- Aprox. roll weight: 40 lb. (18 kg)
- UV exposure: UV-stabilized polypropylene construction resists UV degradation for up to 180 days⁶

GAF Starter Shingles



Product details:

For use with most standard English and metric-sized asphalt shingles

- Full sheet: 13' x 38" (330 x 965 mm)
- Half sheet: 6.5' x 38" (165 x 965 mm)

Packaging

- Bundle count: 19 full sheets (38 individual pieces)

Coverage

- Approx. 120.33 lineal feet (36.69 lm) (when split in half)

GAF TimberTex Premium Ridge Cap Shingles



Nominal Specifications:

- 12" (305 mm) width
- 8" (203 mm) exposure

Packaging:

- 30 double-layer ridge caps per bundle

Coverage:

- 20 lineal ft. (6.1 lm) per bundle
- 5 bundles cover 100 lineal ft. (30.5 lm)
- 150 pieces cover 100 lineal ft. (30.5 lm)



HISTORIC DISTRICT REVIEW BOARD STAFF REPORT

Meeting Date: May 17, 2022

Item #: 6D (3) – Lot 125 Jefferson Avenue (Tax Map #83A1-1-125)

Prepared by: Katie H. Nunez, Interim Zoning Administrator

Date: May 10, 2022

APPLICANT: Alexis DiMaio & Guido Schettini

SITE ADDRESS: Jefferson Avenue

TAX MAP: 83A1-1-125

LOT SIZE: 5,600 sq. ft.

TYPE OF APPLICATION: Pre-Application/Certificate of Appropriateness

WORK TO BE PERFORMED: New 2,144 square foot, 2 story single family residence w/front porch, 13'x13' rear patio; 10'x12' shed; fence

CURRENT ZONING: Residential (R-1)

HISTORIC REGISTER: Not listed

DATE APPLICATION RECEIVED: March 13, 2022

PRE-APPLICATION MTG:

DATE APPLICATION DEEMED COMPLETE: April 29, 2022

LEGAL DEADLINE: HDRB Decision (60 Days from Complete Application): June 27, 2022

The applicant is seeking to construct 2,144 square feet, two story single-family residence with a 168 square feet front porch, and 169 square feet rear patio. The application also includes the installation of a 10'x12', (120 square feet), shed and a 6'x8' fence. This lot is currently a vacant lot.

LOCATION MAP:



MATERIALS:

The applicant is proposing to use:

- Shingles: CertainTeed Landmark Series 30 Year Architectural
- Clapboard Siding: CertainTeed Monogram Double 5" .046 Thickness with 4" Outside Corners
- Windows: PlyGem Pro Series Double Hung Vinyl 2/1 Simulated Divided Lite, 3-1/2" Flat Wide Trim (top & side), Thick Sill Nose
- Doors: Therma Tru or MMI Fiberglass Exterior Doors with Composite Jambs and Vinyl Brickmold
 - 1st Floor Front – 6 Panel with 2 Small Windows on Top (top two panels)
 - Rear – Tow Panel Half Lite
- Front Porch: Framing – Pressure Treated; Decking – Composite T&G running 90 Degrees to House; Railing – White Vinyl; Post 6" White Square; Stairs – 6' wide Composite to Grade, Handrails – White, Stair Risers with Trim Boards; 3/12 Pitch Shingle Roof
- Rear Landing – 4'x4'; 4' Stairs with Composite Deck Boards, White Handrails
- Patio – Concrete
- Shed – Wood with Shingle Roof
- Fence – on rear perimeter Either 6'x8' Vinyl Panel or 6'x8' Wood Fence with decorative lattice top

STAFF ANALYSIS

ZONING COMPLIANCE:

The proposed project is seeking to construct 2,144 square feet, two story single-family residence; the house is proposed to have a front porch, rear landing and patio with accessory structure (shed) and backyard fence. A site plan has been provided but applicant needs to show the fence location on the site plan. The front setback requirement is the prevailing standard set in the neighborhood which is approximately 3 feet from the start of the front porch steps; applicant needs to confirm height of fence and exact measurements of length and placement of fence on the property. Staff is working with applicant to get the final pieces of information to complete the full zoning review and affirm zoning compliance.

CCZO Section 3.2 (I) (6) states that:

6. Materials. New construction should use materials in a manner sympathetic to the character of the existing neighborhood houses. It is encouraged that materials should be of similar or complementary size, texture, scale, craftsmanship, and applicability to function performed. It should be noted that the sympathetic use of materials does not imply that materials used in new construction will replicate the old in detail nor that new construction will attempt to imitate existing structures. Rather, it is a matter of determining the compatibility of new construction. Certain materials are potentially so visually intrusive that their use for new construction in the R-1 District will not be permitted. These materials include:

- a. asphalt siding, vertical plywood siding, aluminum siding*
- b. exposed concrete block above foundation level*
- c. corrugated metal, except for roof applications*

d. flush doors (hollow or solid core)

Vinyl siding will be permitted as long as each individual clapboard is no wider than five inches.

The proposed materials are in conformance with the Zoning Ordinance for new construction and Zoning Compliance is achieved based upon this application to the HDRB.

Please note that a separate Zoning Compliance will be required upon the submission of a building permit application to ensure conformance that the HDRB Votes are fully referenced and contained in the building plans. When the applicant submits for a building permit, a full set of building plans must be provided that includes a required Landscape Plan that details both the removal of existing trees and the proposed addition of trees to conform with CCZO Appendix F – Tree Conservation and Preservation Ordinance which the applicant has already included with this submission.

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.

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

There are no specific guidelines for accessory structures.

STAFF RECOMMENDATION:

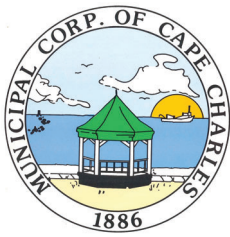
Staff is recommending review of the Application by the HDRB and determine if the proposed new single-family residence on a vacant lot (also known as an infill lot) is within the Historic District Guidelines.

Staff is recommending approval of this application and is prepared to assist the Board in 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. If approved, a Certificate of Appropriateness shall expire of its own limitation twelve (12) months from the date of issuance if the work authorized thereby is not commenced by the end of such twelve-month period; and further, any such certificate shall also expire and become null and void if such authorized work is suspended or abandoned for a period of twelve (12) months after being commenced.

ATTACHMENTS:

Attachment 1 – Application and Documents



CERTIFICATE OF APPROPRIATENESS APPLICATION

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

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

- | | |
|---|---|
| ☐ Completed application | ☐ Photos/elevations of existing structure |
| ☐ Letter of intent clearly explaining project | ☐ Photos/elevations of proposed project |
| ☐ Existing site plan or survey | ☐ Proposed materials/spec sheets, samples |
| ☐ Proposed site plan or survey (if applicable) | ☐ Payment of fees (new construction >2,000 square feet \$500; new construction up to 2,000 square feet \$300; all other \$150; modification \$250) |

PROPERTY INFORMATION

Name of Project: Schettini Residence
Property Address: 622 Jefferson Avenue
Brief Description of Project: 2 story single family residence 2144sf/approx 30ft height
Zoning District: R1 Current Use: vacant lot Proposed Use: second home

OWNER INFORMATION

Name and Company: Alexis DiMaio & Guido Schettini
Mailing Address: 4507 Welby Turn Midlothian VA 23113
Phone Number: 804-303-5989 Email: tinkrbelmd@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: *AP Maio* Date: 3/13/2022

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

Schettini

4507 Welby Turn
Midlothian VA 23113
804-303-5989
tinkrbelmd@yahoo.com

March 13, 2022

Historic Review Board
Town of Cape Charles Planning and Zoning Dept
2 Plum Street
Cape Charles VA 23310

Dear Members of the Board,

We are writing this letter of intent in hopes to build a single family home on 622 Jefferson Avenue. We have been vacationing in Cape Charles for a few years with our three children. We fell in love with the town from the moment we arrived. It has so much charm and such a community feel. We knew it was a place we wanted to return and have been for years. We want to spend more time in Cape Charles so we began thinking about buying a home or building a second home. We spent 2 years looking for the right opportunity to have a place of our own. We attended the auction of 622 Jefferson Avenue on September 18, 2021 (our wedding anniversary) and outbid the other parties interested.

Our intent is to build a 2 story home similar to the one built on Washington Avenue recently by Village builders on the Bay. It will be under 2200sf : 4 bedroom and 3.5 bathroom. Please see our attached site plans, specs and photos.

Sincerely yours,

The block contains two handwritten signatures. The first signature is in cursive and appears to read 'Alexis DiMaio'. The second signature is also in cursive and appears to read 'Guido Schettini'.

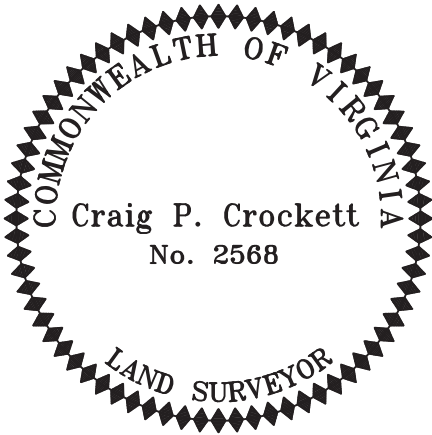
Alexis DiMaio & Guido Schettini

SURVEYORS CERTIFICATION

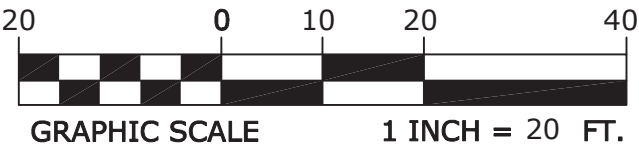
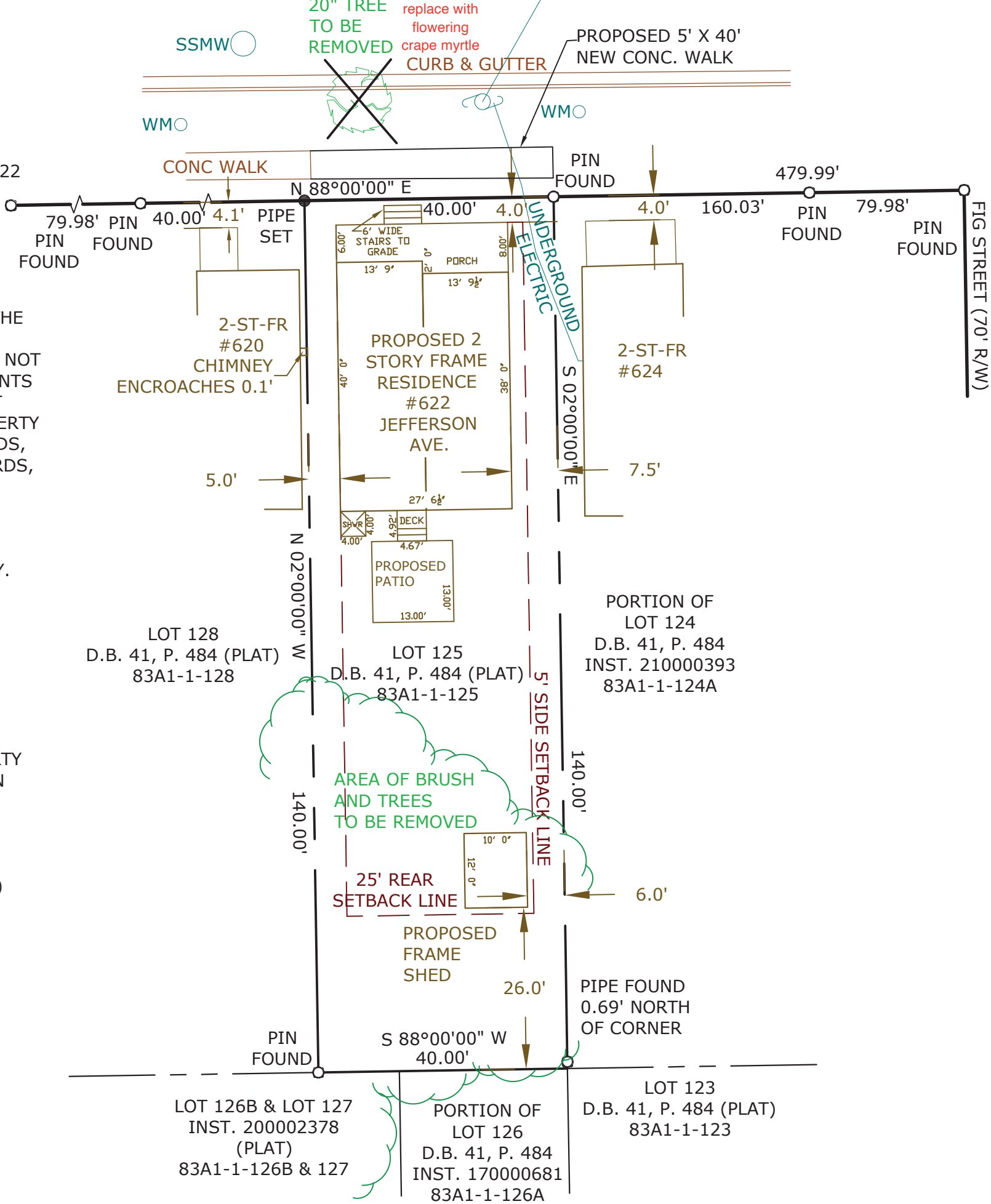
I, CRAIG P. CROCKETT, A LICENSED LAND SURVEYOR, HEREBY CERTIFY THAT THIS PLAT WAS MADE BY ME AT THE REQUEST OF THE OWNERS AND THAT THIS SURVEY IS ENTIRELY WITHIN THE BOUNDARIES OF LAND COVERED BY THE DEED DESCRIBED HEREON AND THAT MONUMENTATION IS ACTUALLY IN PLACE OR WILL BE SET AT POINTS MARKED AS 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. OWNERS:
ALEXIS DIMAIO & GUIDO
SCHETTINI
- 2.TAX PARCEL:
83A1-1-125
3. SOURCE OF TITLE:
INST. 210002914
4. A SURVEY WAS
PERFORMED ON THIS
PROPERTY IN MARCH 2022
WITH A BOUNDARY
CLOSURE WHOSE
PRECISION EXCEEDS
1:10,000.
5. THIS SURVEY WAS
PERFORMED WITHOUT THE
BENEFIT OF A CURRENT
TITLE REPORT AND MAY NOT
SHOW ANY/ALL EASEMENTS
OR RESTRICTIONS THAT
MAY AFFECT SAID PROPERTY
AS SHOWN OR WETLANDS,
ENVIRONMENTAL HAZARDS,
CEMETERIES AND
UNDERGROUND
STRUCTURES NOT
OBSERVED DURING THE
COURSE OF THE SURVEY.
6. ACCORDING TO THE
FEDERAL EMERGENCY
MANAGEMENT AGENCY
(F.E.M.A.) FLOOD
INSURANCE RATE MAP
COMMUNITY PANEL NO.
51131C0295F, DATED
03-02-15 , THE PROPERTY
SHOWN HEREON LIES IN
FLOOD ZONE X.
7. PLAT REFERENCE:
D.B. 41, P. 484 (PLAT)
INST. 200002378 (PLAT)
8. AREA: 5,600 SQ. FT.
(0.129 AC.)



JEFFERSON AVENUE (70' R/W)



SITE PLAN OF
LOT 125
MAP OF THE TOWN OF
CAPE CHARLES

CAPEVILLE DISTRICT
NORTHAMPTON COUNTY, VIRGINIA
MADE FOR
ALEXIS DIMAIO & GUIDO SCHETTINI
SCALE: 1" = 20' MARCH 7, 2022



POINT NORTH

POINT NORTH SURVEYING LLC

P.O. Box 701, (757) 709-3008
Onley, VA. 23418 pointnorthsurveying@gmail.com

DRAWN BY: DCP FIELD BOOK: FILE COPY
BACK TRAV: CROCKETT PROJ. NO: 22017





NOT PROVIDED BY
ICON LEGACY CUSTOM
MODULAR HOMES, LLC ("ICON")

FOUNDATION (WALLS, FOOTINGS, PIERS, ANCHOR BOLTS, SILL PLATE)
& CRAWLSPACE VENTILATION.
FLOOR INSULATION.
HEATING SYSTEM & WATER HEATER.
WASHING MACHINE & DRYER.
STAIR HANDRAIL.
KITCHEN COUNTERTOP, BARTOP & KITCHEN SINK.
REFRIGERATOR, RANGE, MICROWAVE & DISHWASHER.
PORCH ROOF, HEADER, POSTS, RAILING & FLOOR.
DECK POST, RAILING & FLOOR.
OUTDOOR SHOWER.



FRONT ELEVATION
INDEPENDENT BUILDER'S SITE CONTRACTOR TO PROVIDE ACCESS TO GRADE
INDEPENDENT BUILDER'S SITE CONTRACTOR IS RESPONSIBLE
FOR DESIGN AND INSTALLATION OF FOUNDATION

STATE/TRIA 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
2/11/22	PRELIM	PIF

INDEPENDENT BUILDER VILLAGE BUILDERS ON THE BAY INC.	
ADDRESS 622 JEFFERSON AVE	
CITY CAPE CHARLES	STATE VA
COUNTY NORTHAMPTON	ZIP 23310
ORDER NO 10692	SNOW LOAD (LBS) 10
SERIAL NO	WIND SPEED (MPH) 120 VULT
TYPE TWO STORY	
FILE NAME O#10692	

FRONT ELEVATION

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

JLA

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

SERIAL #/ ORDER #
O#10692

PAGE #

EV1

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FOUNDATION (WALLS, FOOTINGS, PIERS, ANCHOR BOLTS, SILL PLATE)
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REAR ELEVATION
INDEPENDENT BUILDER'S SITE CONTRACTOR TO PROVIDE ACCESS TO GRADE
INDEPENDENT BUILDER'S SITE CONTRACTOR IS RESPONSIBLE
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SELINGSGROVE, PA 17870
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WWW.ICONLEGACY.COM



DATE	REVISION	BY
2/11/22	PRELIM	PJF

INDEPENDENT BUILDER VILLAGE BUILDERS ON THE BAY INC.	STATE VA	ZIP 23310
ADDRESS 622 JEFFERSON AVE	SNOW LOAD (LBS) 10	WIND SPEED (MPH) 120 VULT
CITY CAPE CHARLES	TYPE TWO STORY	
COUNTY NORTHAMPTON	SERIAL NO 10692	
ORDER NO 10692	FILE NAME O#10692	

REAR ELEVATION

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PAGE #

EV2

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LEFT ELEVATION

INDEPENDENT BUILDER'S SITE CONTRACTOR TO PROVIDE ACCESS TO GRADE
INDEPENDENT BUILDER'S SITE CONTRACTOR IS RESPONSIBLE
FOR DESIGN AND INSTALLATION OF FOUNDATION

DATE	REVISION	BY
2/11/22	PRELIM	PIF

INDEPENDENT BUILDER VILLAGE BUILDERS ON THE BAY INC.			
ADDRESS 622 JEFFERSON AVE	STATE VA	ZIP 23310	
CITY CAPE CHARLES	SNOW LOAD (LBS) 10	WIND SPEED (MPH) 120 VULT	
COUNTY NORTHAMPTON	TYPE TWO STORY		
ORDER NO 10692	SERIAL NO		
FILE NAME O#10692			

LEFT ELEVATION

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O#10692

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

PAGE #

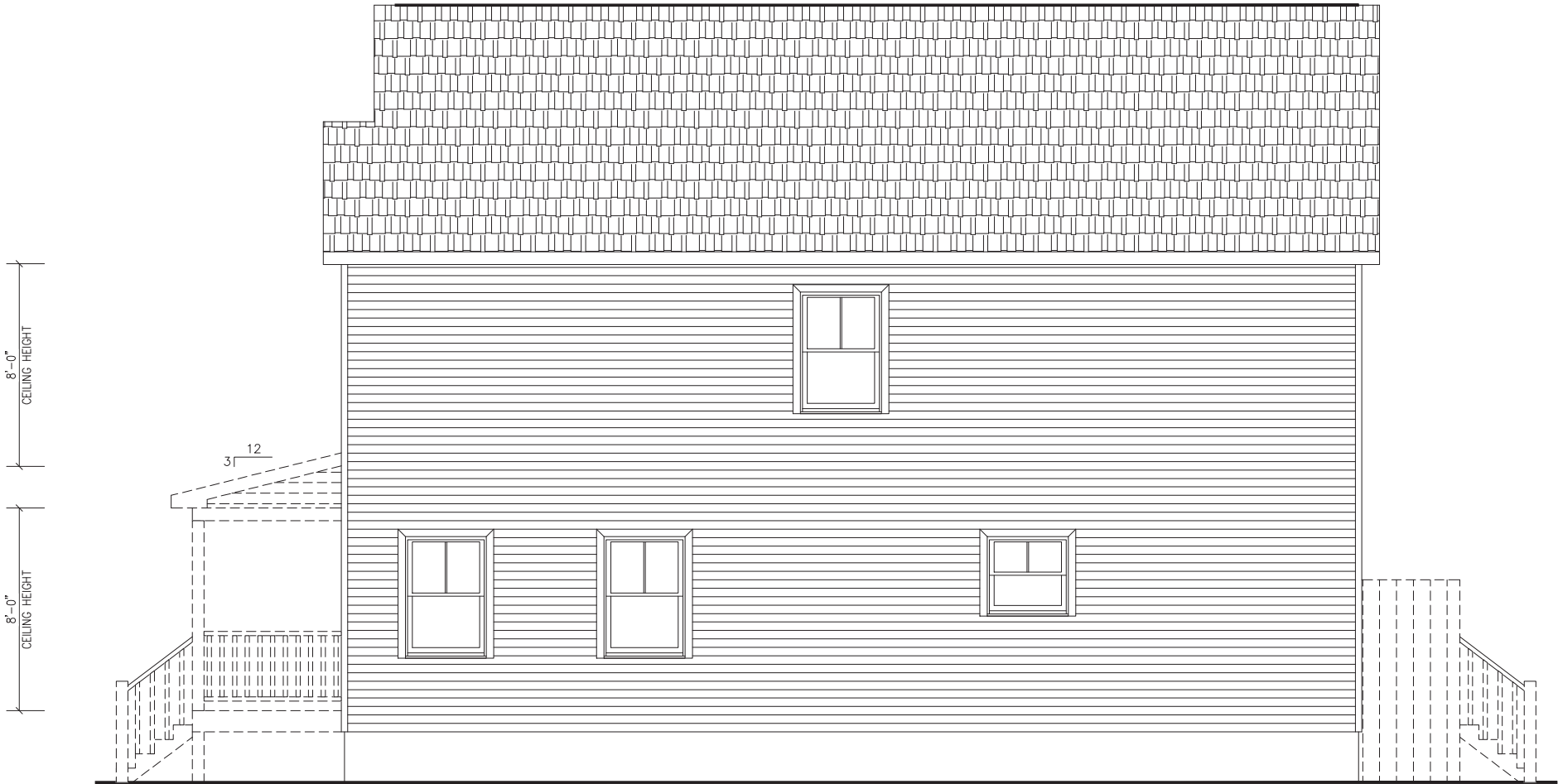
EV3

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MODULAR HOMES, LLC ("ICON")

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STATE/TPIA APPROVAL STAMP	R.A. OR P.E. STAMP
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SELINGSGROVE, PA 17870
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WWW.ICONLEGACY.COM



RIGHT ELEVATION

INDEPENDENT BUILDER'S SITE CONTRACTOR TO PROVIDE ACCESS TO GRADE.
INDEPENDENT BUILDER'S SITE CONTRACTOR IS RESPONSIBLE
FOR DESIGN AND INSTALLATION OF FOUNDATION

DATE	REVISION	BY
2/11/22	PRELIM	PIF

INDEPENDENT BUILDER VILLAGE BUILDERS ON THE BAY INC.	
ADDRESS 622 JEFFERSON AVE	ZIP 23310
CITY CAPE CHARLES	STATE VA
COUNTY NORTHAMPTON	SNOW LOAD (LBS) 10
ORDER NO 10692	WIND SPEED (MPH) 120 VULT
SERIAL NO	TYPE TWO STORY
FILE NAME O#10692	

RIGHT ELEVATION

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

SERIAL #/ ORDER #
O#10692

PAGE #

EV4

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MODULAR HOMES, LLC ("ICON")

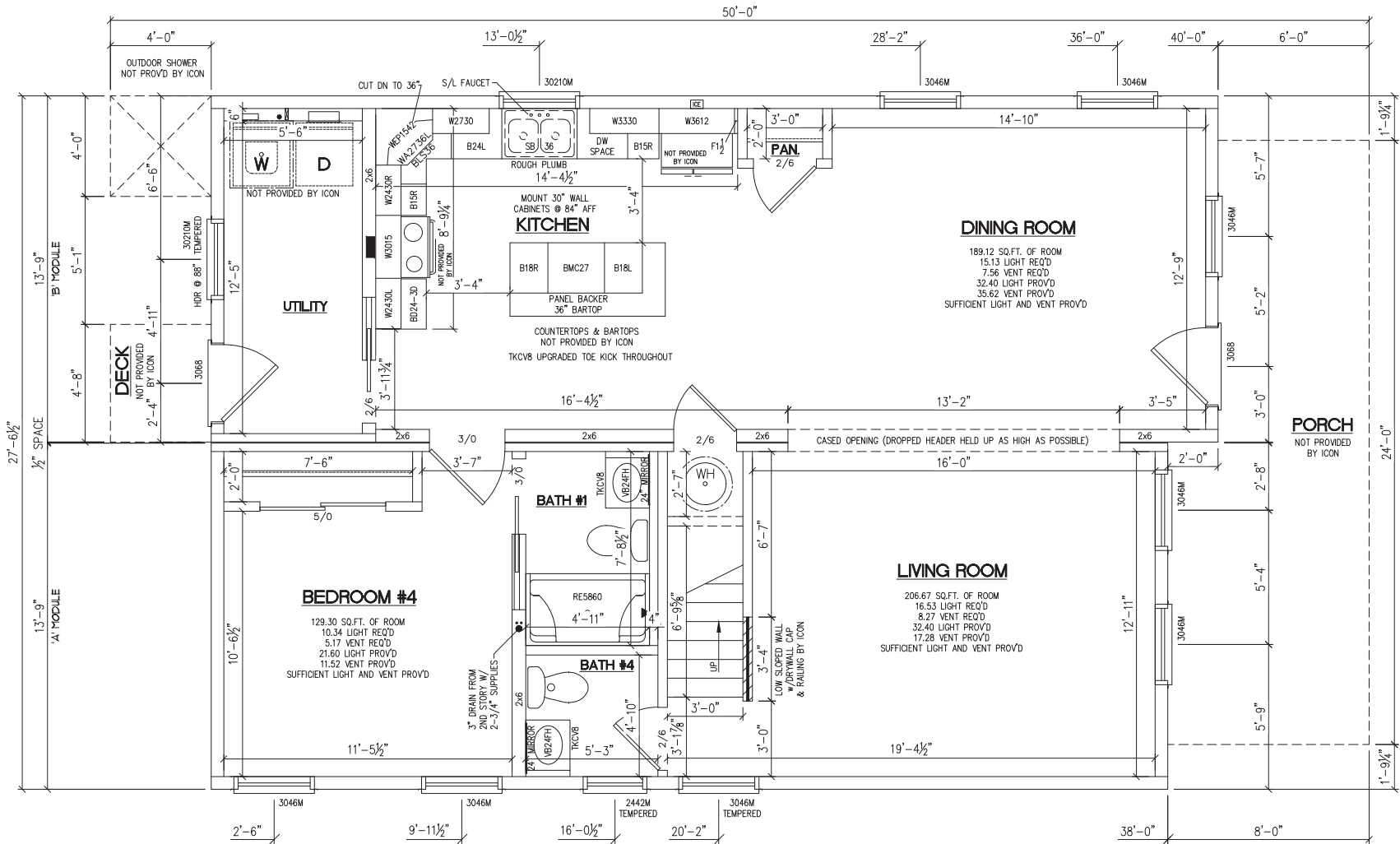
FOUNDATION (WALLS, FOOTINGS, PIERS, ANCHOR BOLTS, SILL PLATE)
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PORCH ROOF, HEADER, POSTS, RAILING & FLOOR.
DECK POST, RAILING & FLOOR.
OUTDOOR SHOWER.

*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

STATE/TPIA APPROVAL STAMP	R.A. OR P.E. STAMP
---------------------------	--------------------

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SELINGROVE, PA 17870
PHONE: (570) 374-3280
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WWW.ICONLEGACY.COM



- NOTES:
1. 2X6 EXTERIOR WALLS @ 16 O.C.
 2. 2X4 / 2X6 MARRIAGE WALLS @ 16 O.C.
 3. 8'-0" CEILING HEIGHT 1ST/2ND FLOORS
 4. PLYGEM PRO SERIES DOUBLE HUNG WINDOWS
 5. HEATING SYSTEM NOT PROVIDED BY ICON
 6. 8/12 NON-STORAGE RAFTER @ 16 O.C.
 7. 8 1/4" X 9" STAIR GEOMETRY
 8. ACCESS TO CRAWL SPACE NOT PROVIDED BY ICON

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JLA

SERIAL #/ ORDER #

O#10692

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

PAGE #

FP1

1ST STORY FLOOR PLAN

INDEPENDENT BUILDER
VILLAGE BUILDERS ON THE BAY INC.

ADDRESS 622 JEFFERSON AVE	CITY CAPE CHARLES	STATE VA	ZIP 23310
COUNTY NORTHAMPTON	SNOW LOAD (LBS) 10	WIND SPEED (MPH) 120 VULT	
ORDER NO 10692	SERIAL NO	TYPE TWO STORY	
FILE NAME O#10692			

BY

PIF

REVISION

PRELIM

DATE

2/11/22

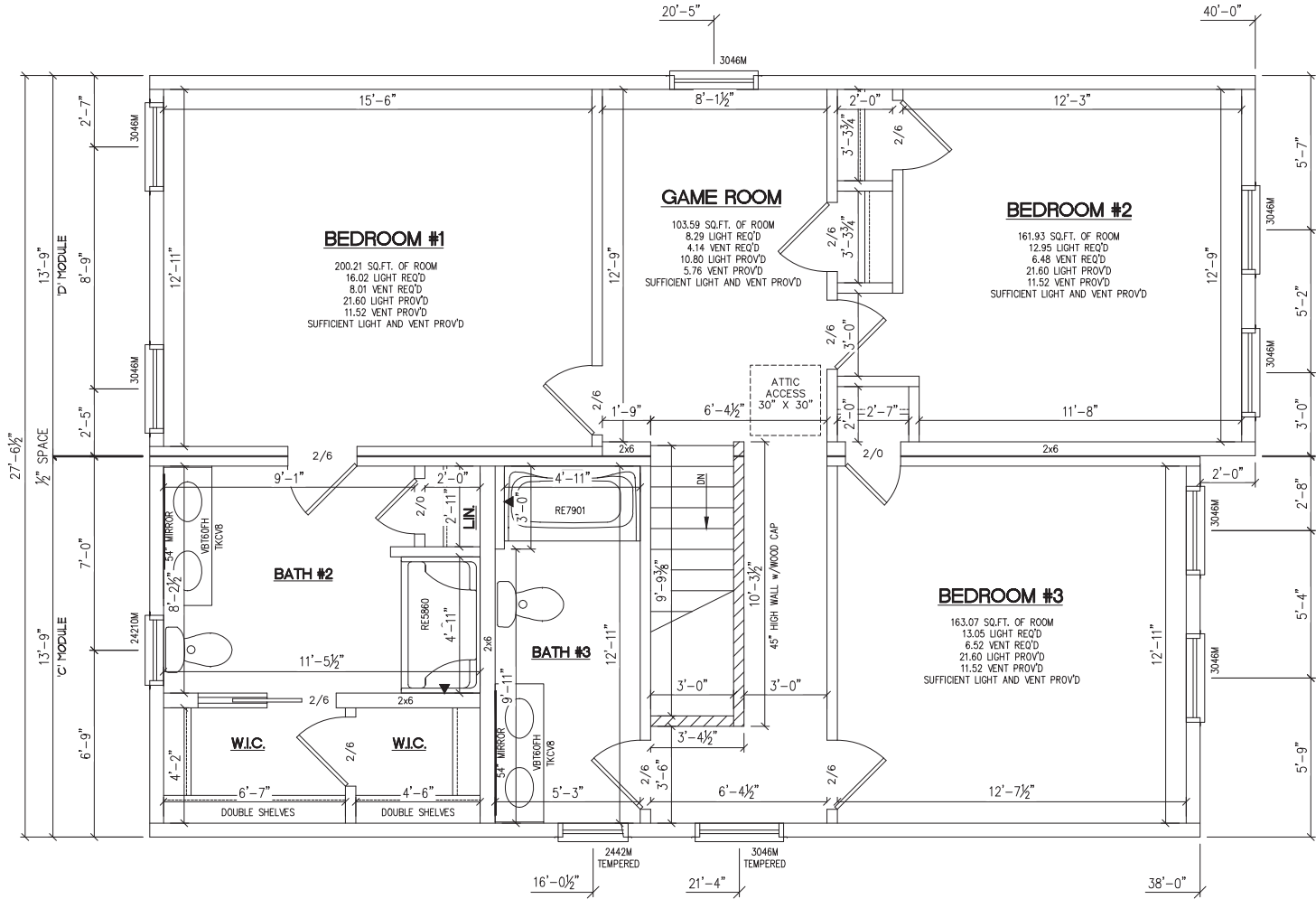
NOT PROVIDED BY
ICON LEGACY CUSTOM
MODULAR HOMES, LLC ("ICON")

FOUNDATION (WALLS, FOOTINGS, PIERS, ANCHOR BOLTS, SILL PLATE)
& CRAWLSPACE VENTILATION.
FLOOR INSULATION.
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PORCH ROOF, HEADER, POSTS, RAILING & FLOOR.
DECK POST, RAILING & FLOOR.
OUTDOOR SHOWER.

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



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JLA

SERIAL #/ ORDER #

O#10692

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

PAGE #

FP2

2ND STORY FLOOR PLAN

INDEPENDENT BUILDER
VILLAGE BUILDERS ON THE BAY INC.

ADDRESS
622 JEFFERSON AVE

CITY
CAPE CHARLES

COUNTY
NORTHAMPTON

ORDER NO
10692

STATE
VA

ZIP
23310

SNOW LOAD (LBS)
10

WIND SPEED (MPH)
120 VULT

SERIAL NO

TWO STORY

FILE NAME
O#10692

DATE	REVISION	BY
2/11/22	PRELIM	PIF

Alexis Dimaio and Guido Schettino 622 Jefferson Ave Village Builders on the Bay, Inc. House Specifications

HOME - Two Story (2,144 Square Feet)

1,072 SF 1st Floor Finished Space, 1,072 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 on All Sides (24" of Wall Above Grade)

8/12 Gable Roof (Gable End Wall Facing Jefferson Ave)

30 Year Architectural Shingles (Certainteed)

*See Attached Spec Sheet

Certainteed Monogram Double 5" Clapboard Siding (.046 Thickness) w/ 4" Outside Corners

*See Attached Siding Spec Sheet For Profile. (Note: Refer to Double 5" Clapboard Profile)

Front Gable to Have 8" White Transition from Small & Large Gable to Eave Returns

Exterior Soffit Triple 4" White

6" White Fascia

Ply Gem Pro Series Double Hung Vinyl Windows (2 Over 1 Simulated Divided Lite)

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

*See Attached Spec Sheet and Attached Photo (Note: SDL Pattern May Vary from Photo.

Refer to House Elevations for Correct SDL Pattern)

Therma Tru or MMI Fiberglass Exterior Doors w/ Composite Jambs and Vinyl Brickmold

First Floor Front Door 6 Panel w/ 2 Small Windows on Top (Top Two Panels)

Rear Door Two Panel Half Lite Door

*See Attached Spec Sheet

Front Porch (168 SF) (24'x8/6') (Shed Roof)

All Framing Material Pressure Treated

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

White Vinyl Railing and White Square Post (6")

6' Wide Composite Stairs to Grade w/ White Handrails, Stair Risers w/ White Trim Boards

3/12 Pitch Shed Roof w/ Shingle Roof to Match Home

10" White Trim Boards on Outside Band Board

6" White Trim Boards to Grade (Evenly Spaced Horizontally)

4x4 Landing Off Rear w/ 4' Stairs to Grade (Gray 6" Composite Deck Boards)

w/ white Handrails to Grade. 13x13 (169 SF) Concrete Patio @ Rear Stairs

Technical Data Sheet

Landmark® Premium Shingles

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

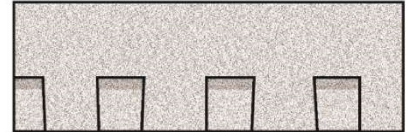
Landmark® PRO Shingles

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



RigidForm® 210 Technology

RigidForm 210 double thick .092" rolled-over nail hem technology stiffens the siding for a straighter-on-the-wall appearance. Designed and tested* to withstand wind load pressures up to 210 mph.

*Products adhere to ASTM D3679 standards for capable wind speed ratings based on standard wind load design pressure ratings. For most current ratings, please reference www.certainteed.com.



CertiLock™

This locking system snaps tight for a secure fit.

4" CLAPBOARD

Siding Being Used



Heavy-duty Thickness

True .046" thickness for outstanding strength and durability.

5" CLAPBOARD



Deep Panel Projection

A 3/4" panel projection for excellent rigidity and straighter-on-the-wall performance. Also, enhanced shadow lines for better aesthetics.

5" DUTCHLAP

3 Styles. Many great features.

Monogram consists of traditional styles with European roots: Clapboard and Dutchlap.

The Clapboard style is the most traditional and found in all parts of the United States.

The Dutchlap style provides strong shadow lines and is highly popular in the Mid-Atlantic region.

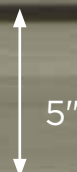
4" Clapboard Lap Siding Rough Cedar



5" Clapboard Lap Siding Rough Cedar



5" Dutchlap Lap Siding Rough Cedar





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 3/4" IGU and no grilles

R Value	NFRC CERTIFIED		
	U Factor	SHGC	VT
WARM EDGE			
2.94	0.34	0.28	0.52
2.94	0.34	0.22	0.41
3.23	0.31	0.28	0.52
3.23	0.31	0.44	0.54
3.33	0.30	0.21	0.41
3.45	0.29	0.27	0.51
3.45	0.29	0.21	0.40
3.57	0.28	0.43	0.54
3.70	0.27	0.27	0.51
3.70	0.27	0.21	0.40
EDGE PLUS SPACER			
3.33	0.30	0.28	0.52
3.33	0.30	0.44	0.54
3.45	0.29	0.21	0.41
3.70	0.27	0.43	0.54
3.85	0.26	0.27	0.51
3.85	0.26	0.21	0.40

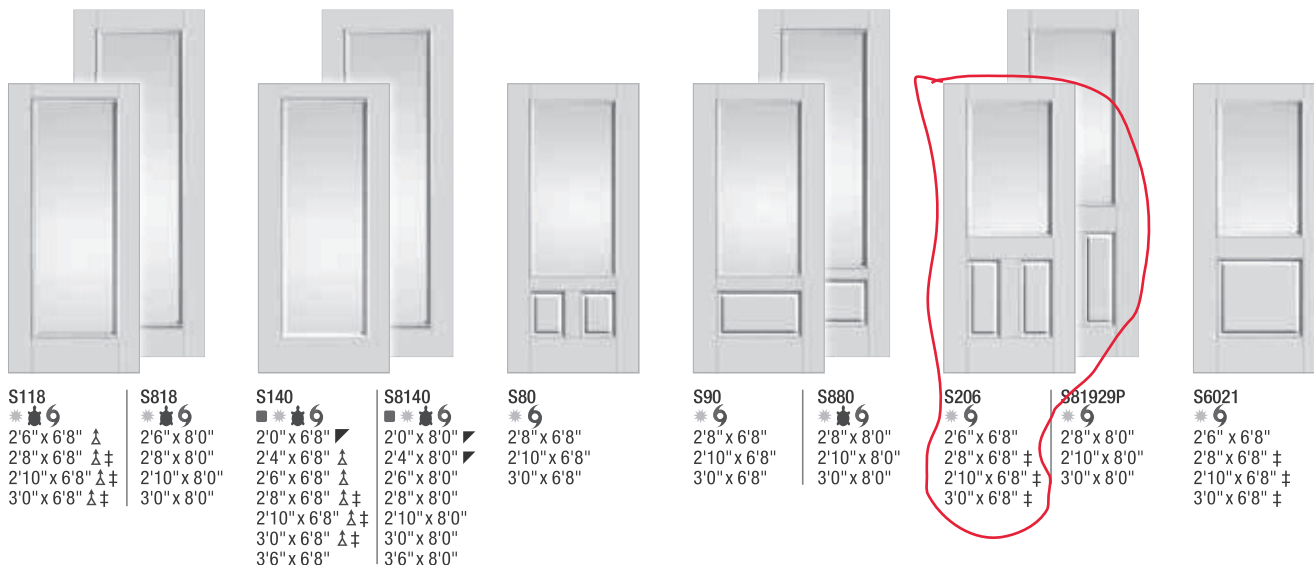
All units are NAMI certified and rated in accordance with NFRC 100/200 standards by an AAMA accredited lab. Performance values reflect the performance of units tested with the following configuration: 3/4" IGU, 3mm glass and no grilles.

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

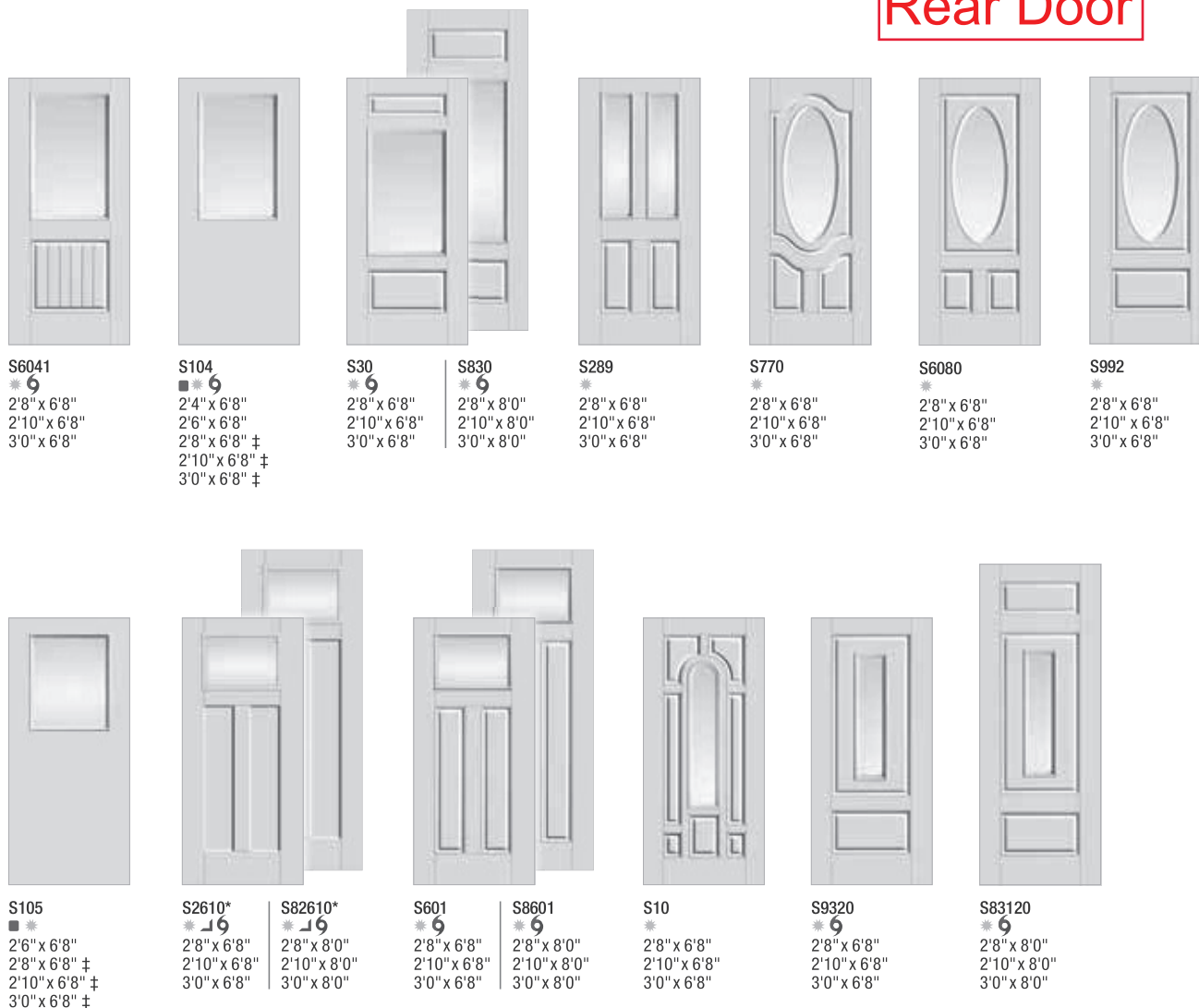
NOTE: Colors shown are close approximations and may not be accurate representations for color matching.

Clear Glass *Continued*

Smooth-Star®



Rear Door



*Available with flat lite frame or Impact-rated lite frame only.

**Not recommended for use behind storm doors or to be painted dark colors, if exposed to direct sunlight.

Note: See page 275 for important product details that may help with your purchase decision.



S708
*
2'8" x 6'8" ‡
2'10" x 6'8" ‡
3'0" x 6'8" ‡

S8708
*
2'8" x 8'0"
2'10" x 8'0"
3'0" x 8'0"



S256
*
2'8" x 6'8"
2'10" x 6'8"
3'0" x 6'8"



S296
*
2'6" x 6'8"
2'8" x 6'8" ‡
2'10" x 6'8" ‡
3'0" x 6'8" ‡

S896
*
2'6" x 8'0"
2'8" x 8'0"
2'10" x 8'0"
3'0" x 8'0"



S100SL
*
12" x 6'8"
14" x 6'8"

S8601SL
*
12" x 8'0"
14" x 8'0"



S601SL
*
10" x 6'8"
12" x 6'8" ‡
14" x 6'8" ‡

S81086SL
*
12" x 8'0"
14" x 8'0"



S751SL
*
12" x 6'8"
14" x 6'8"

S880SL
*
12" x 8'0"
14" x 8'0"



S210SL
*
12" x 6'8"
14" x 6'8"

S85910SL
*
12" x 8'0"
14" x 8'0"



DLHRT
*
3'0" door + (2) 12" sidelites
3'0" door + (2) 14" sidelites
Continuous / Boxed Sill Systems



19220T
*
3'0" door + (2) 12" sidelites
3'0" door + (2) 14" sidelites
Continuous / Boxed Sill Systems



19020T
*
3'0" door + (2) 12" sidelites
Continuous Sill Systems Only
3'0" door + (2) 14" sidelites
Continuous / Boxed Sill Systems



19200T
*
3'0" Door Only



19210T
*
12" & 14" Sidelite Only

Front Door

Transoms can be stained or painted to match a Fiber-Classic or Smooth-Star door system.

Look for the () for flush-glazed options on page 188.

Key

- No Stile Lines
- ★ Low-E Glass (LE)
- Turtle Glass
- Flat Lite Frame

- Vented Sidelite (No Impact)
(6'6" & 6'8" only in 12" & 14")
(8'0" only in 14")
- 6 WBDL Options
- 6 WBDL / HVHZ Options

- △ 6'6" Height Available
- ‡ 7'0" Height Available
- PVC Doorlite Frame**

Optional Dentil Shelf**

4-Block Dentil Shelf
Available for all Craftsman-style Smooth-Star doors.

Shed

10x 12 feet. Wood with shingle roof. Similar to photo submitted but not exact.

Fence Materials

Either 6x 8 vinyl panels or 6 x 8 wood fence, depending on material availability. If wood panel fence is what we purchase, would put decorative lattice on top. fencing to enclose rear perimeter of home

Landscaping

Will replace tree in front with flowering crape myrtle

FinderFileEditViewGoWindowHelp

lowes.com

10- x12 shed cape charles - Google Search

Heartland 10-ft x 12-ft Asheville Gable Engineered Storage Shed (Installation Not Included in the Wood Storage Shed...



+5



0

\$2795.67 when you choose 5% savings on eligible purchases every day. [Learn how](#)

OR

\$46/mo with 84 month financing. [Learn how](#)

SetPay Pay \$176.73/month in 18 monthly payments with SetPay. [Learn how](#)

- Bonus: complete floor system, integrated transom door windows, two arched vents, extra wide...
- Pre-cut, ready-to-assemble shed kit – no special skills or saw needed
- Extra-wide 64 in. door opening for easy access with lawn tractors, ATV's and more

1

+

Minimum Qty of 1
Please Select in multiples of 1

Add to Cart

 **Free Store Pickup**
Pickup on **Tue, Mar 22** (Est.) at **W. Chesterfield Lowe's**

 **Delivery**
Scheduling Available

 Online

Questions?
Chat With an Expert

Start Chat

Feedback

Shingles and paint sold separately. Check with your local building department for specific requirements for your project. Additional materials may be required to meet local codes including H-clips, tie-downs, rafter ties, hurricane strapping, etc

89% Tue 2:46 PM

ErrorFix

RACT DIMAIO 2

RACT DIMAIO

nse

nse1

nse2





HISTORIC DISTRICT REVIEW BOARD STAFF REPORT

Meeting Date: May 17, 2022

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

Prepared by: Katie H. Nunez, Interim Zoning Administrator

Date: May 11, 2022

1) MINOR EXEMPTIONS APPROVED BY INTERIM ZONING ADMINISTRATOR:

- a. 522 Tazewell Avenue – substitution of porch floor material from wood to Azek on the side of the porch due to continued water pooling due to roof run-off, causing continual rot in that section of the porch, pursuant to CCZO Section 8.17 (B)

2) COMPLIANCE CHECKS BY ZONING COMPLIANCE OFFICER ON ISSUED CERTIFICATES OF APPROPRIATENESS:

Meeting Date	Street #	Street	Work Approved
Week of 4/8/2022 & 4/15/2022: 13 Certificates of Completion Issued to Close out HDRB CofA			
1/19/2021	220	Jefferson Ave.	to replace a front porch on a S-F detached dwelling
4/20/2021	324	Jefferson Ave.	to reveal the condition of existing siding on a two-story S-F detached dwelling
6/15/2021	518	Jefferson Ave.	to install a 160 square foot shed
3/16/2021	2	Monroe Ave.	to replace siding, add windows and renovate the front porch on a single-family detached dwelling
5/18/2021	635	Monroe Ave.	Replace a deck
7/20/2021	117	Strawberry St.	to install roof-top, flush-mounted solar panels on S roof face
11/16/2021	214	Strawberry St.	After the fact approval for front stair replacement
11/16/2021	216	Strawberry St.	After the fact approval for front stair replacement
11/16/2021	101	Tazewell Ave.	replace roof on accessory structure (garden shed)
12/1/2020	216	Washington Ave.	Construct a shed and fence
3/16/2021	220	Washington Ave.	to construct a S-F detached dwelling
3/17/2020	312	Washington Ave.	Replace windows in a church building
7/20/2021	618	Washington Ave.	Re-roof – shingles to shingles

Meeting Date	Street #	Street	Work Approved
Week of 4/22/2022 – 8 Certificates of Completion Issued to Close out HDRB CofA			
5/18/2021	509	Harbor Ave.	Replace siding, shutters and trim
2/16/2021	511	Harbor Ave.	Relocate windows and doors
4/20/2021	324	Jefferson Ave.	Raise the windows on the second floor to align the top casing of the window with the bottom of the soffit
5/18/2021	538	Monroe Ave.	Install a fence
11/16/2021	524	Peach St.	Replace siding and windows
4/15/2021 Administratively Approved	416	Plum St.	Install a new patio, privacy fence, 10x16 shed in rear
11/4/2020	6	Tazewell Ave.	Construction of a rear addition
7/20/2021	630	Tazewell Ave.	Renovate an existing two-story garage
Week of 4/29/2022 – 1 Certificate of Completion Issued to Close out HDRB CofA			
Administratively Approved	509	Monroe Ave.	Install a fence
Week of 5/6/2022 – 6 Certificates of Completion Issued to Close out HDRB CofA			
2/2/2021	102	Madison Ave.	Install a handrailing
7/20/2021	227	Madison Ave.	Install a shed
2/2/2021	301	Madison Ave.	Install an accessory structure and fence
12/21/2021	516	Madison Ave.	Construct a rear screened in deck
11/17/2020	722	Randolph Ave.	Repair front façade wall
3/31/2022 Administratively Approved	403	Tazewell Ave.	Install a standing sign

4.) UPDATE ON VIOLATION AT 420 RANDOLPH AVENUE

The Building Official concurs with Engineer's Report and is supportive of having the property owners obtain all permits from the Town (including HDRB Approval) so that all work can occur simultaneously, which would be fiscally prudent and more sound from a renovation/rehabilitation standpoint. I am now working with the owner to get the architectural renderings and survey/site plan completed and they are compiling the full materials list to have this on either the June or July HDRB Agenda.