



HISTORIC DISTRICT REVIEW BOARD

Regular Meeting
Cape Charles Civic Center
July 18, 2023
5:00 p.m.

At approximately 5:00 p.m., Chairwoman Kathy Glaser, having established a quorum, called to order the Regular Meeting of the Historic District Review Board (HDRB). In addition to Chairwoman Glaser, present were Martin Mayer, Michael Strub, and Herb Thom. David Howgill was not in attendance. Also, in attendance were Planning/Zoning Administrator Katie Nunez, Planning/Zoning Assistant Preservation and Zoning Administrator Tracy Outten, Town Clerk Libby Hume, and the applicants. There was one member of the public in attendance and eight viewers on Facebook Live.

Chairwoman Glaser started the HDRB Regular meeting with a moment of silence and the recitation of the Pledge of Allegiance.

PUBLIC COMMENT:

There were no public comments to be heard.

CONSENT AGENDA:

Motion made by Vice-Chairman Thom, seconded by Member Mayer, to approve the agenda format as presented. The motion was approved by unanimous vote.

Motion made by Member Strub, seconded by Vice-Chairman Thom, to approve the minutes from the February 22, 2023 Joint Harbor Area Review Board and Historic District Review Board Meeting and the April 18, 2023 Historic District Review Board Regular Meeting as written. 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. *Modification to Approved Certificate of Appropriateness:*

- 1. *542 Jefferson Avenue: Betsy and Dave Doherty – to modify the front porch column style from 5" x 8' turned colonial to 8" x 8' square post on the new two-story single-family home.***

Ms. Outten presented the staff report and noted the modification, reiterating that the columns were being placed on a new home.

Betsy Doherty, applicant, confirmed the details in the application and staff report. She did not feel the colonial turn posts were substantial enough for her taste and preferred the square columns.

The board discussion and questions were as follows: Member Strub thought the spindle design was an iconic feature of the Historic District and should be reflective of the district. Ms. Outten reminded the board that this was a new construction.

(MOTION ON PAGE 2)

Motion made by Vice-Chairman Thom, seconded by Member Strub, to approve the application for the Modification to an Approved Certificate of Appropriateness at 542 Jefferson Avenue on an application filed by Betsy and Dave Doherty dba Bad Dog Investments LLC, to modify previously approved 5” x 8” colonial spindle columns to use 8” x 8’ PVC square columns per the Cape Charles Historic District Overlay Design Guidelines Section 5.13.2 – Building Element & Materials; as stated in the application dated 5/24/2023; and per all zoning ordinance requirements. The motion was approved by unanimous vote.

2. *646 Tazewell Avenue: Bob Eidam – to modify the style of the existing balusters, handrail, and bottom rail of the front porch and steps on the existing two-story single-family home.*

Ms. Outten read the staff report giving the background of the application and the need for the HDRB’s review as the applicant was proposing a different style of balustrades for the front porch and handrail than what was existing.

Susan and Bob Eidam, applicants, were present to answer questions.

The board discussion and questions were as follows: (i) All members wanted to know why the change. Susan Eidam explained that the existing turned spindle balustrades were from Home Depot and not the correct style for their Queen Anne house. They thought choosing an appropriate Victorian style like what the neighbors had would be okay. Ms. Eidam added they were going to be custom made from good quality wood. She said the porch was being restored as close as possible to what it was originally. (ii) After much discussion ensued on what type of railing was typical for the style of home, neighborhood, and accurate historically, it was determined without historical photos showing the original style of balustrades it was hard to conclude what existed historically.

Motion made by Chairwoman Glaser, seconded by Member Mayer, to recuse Vice-Chairman Thom from voting on this matter due to a conflict with the applicant. The motion was approved by unanimous vote.

Motion made by Member Mayer, seconded by Member Strub, to approve the application for the Modification to an Approved Certificate of Appropriateness at 646 Tazewell Avenue on an application filed by Bob Eidam to change the style of balustrades on the front porch and steps from wood round spindle to wooden square per the Cape Charles Historic District Overlay Design Guidelines Pages: 3-11 – Architectural Style – Victorian Styles (1835-1910) Queen Anne and 3-14 – Architectural Style – Queen Anne (1880-1915); as stated in the email dated 6/21/2023; and per all zoning ordinance requirements. The motion was approved by majority vote with Vice-Chairman Thom recusing himself.

C. *Certificate of Appropriateness for Minor Renovations: AFTER the FACT APPROVAL*

1. *10A Peach Street: Lori Peters – replaced the existing 18-lite front doors with new style wood doors on the commercial building.*

Ms. Outten read the staff report and explained that the previous and existing pictures provided in the report had been switched.

The members of the board decided to defer this application until a representative was available to answer questions.

2. *2 Monroe Avenue: Voe and Bobby Montgomery – covered a rear door opening and installed an outdoor shower.*

Ms. Outten presented the staff report.

Bobby Montgomery, applicant, was available via telephone to answer questions.

The board discussion and questions were as follows: (i) Chairwoman Glaser stated that the shower had been done without any permissions from the board or the zoning department and the back door was not finished. Bobby Montgomery didn't understand the problem with the door. Chairwoman Glaser explained it was not finished to the specifications of the original application.

Motion made by Vice-Chairman Thom, seconded by Member Strub, to approve the application for an After the Fact Certificate of Appropriateness at 2 Monroe Avenue on an application filed by Voe and Bobby Montgomery dba The Hydrangea Trust, to either remove the rear door completely and finish per the original application dated 3/17/2021, or put the original door back as it was; and the rear outdoor shower was to be removed until all proper permits were obtained and per all zoning ordinance requirements. All work and removals were to be completed within six months. The motion was approved by unanimous vote.

D. *Certificate of Appropriateness for Renovations, Additions, and New Construction:*

There were no applications filed.

E. *Commercial-3 District:*

There were no applications filed.

F. *Other:*

There were no applications filed.

OTHER BUSINESS:

A. *Report from Zoning Administrator Katie Nunez*

Ms. Nunez updated the board on (1) Administrative Approvals as follows: (i) Reroofing: 535 Monroe Avenue, 512 Tazewell Avenue; (ii) Other: 405 Madison Avenue; 400 Pine Street, 520 Randolph Avenue, 214 Washington Avenue; and (2) Compliance Checks by Zoning Compliance Officer on Issued Certificate of Appropriateness: None.

(3) Request to the Board regarding 301/305 Mason Avenue – for Modification on Approved Certificate of Appropriateness (COA) from 6/8/2021 to cover the unrepairable historic mural with stucco, and for a Certificate of Appropriateness to stucco the entire building.

Ms. Nunez read the staff report that gave the background of the original application, work completed that was approved and not approved, and why a modification was needed.

Chris Elam, architect, Nick Lotuaco, Project Manager, and Clelia Sheppard, applicant, were available to answer questions and clarify any details.

Discussion and questions were as follows: (i) The star features needed to be maintained per the original application. Chris Elam said the stars were not covered with stucco and were going to be restored. (ii) Chairwoman Glaser stated that the applicant was aware that changes to the original application needed to be approved by the HDRB before moving forward. Nick Lotuaco was unaware of the process and was not thinking of historic restoration only of structure. Chairwoman Glaser said the applicant has the responsibility to inform every person working on the project what was approved on the COA. She added that all in attendance could not use the defense of not knowing as they have been informed that any changes to an approved COA or any new proposals need to be reviewed by the HDRB before the work begins. (iii) Clelia Sheppard said she was not going to get scolded, adding she has spent a lot of money on this building. (iv) Many board members questioned what reputable historian restoration was sought when the decision was made about the historic mural. Mr. Lotuaco answered no one it was a decision made after the flaking started and realized it was not restorable. Vice-Chairman Thom read the criteria for the Secretary for Interior Standards. After some discussion it was decided that the mural would not be repainted. (v) Chairwoman Glaser asked why stucco was being used and

the brick not being repaired. Mr. Lotuaco said stucco was cheaper and after scraping off old paint discovered the tan color. Chairwoman Glaser asked if it would be possible to restore the original brick that was recently covered. He thought it would cause more damage. (vi) Chris Elam said some of the construction process has been a discovery phase.

Motion made by Chairwoman Glaser, seconded by Member Strub, to approve the application for an After the Fact Modification to an Approved Certificate of Appropriateness at 301 Mason Avenue on an application filed by Clelia Sheppard dba Historic 301 Mason Avenue, to cover the unrepairable historic mural with stucco, and to stucco the entire commercial building; as stated in the application dated 7/10/2023; and per all zoning ordinance requirements. All other modification and new proposals would need to be reviewed and. The motion was approved by majority vote with Member Thom opposed.

ANNOUNCEMENTS:

There were no announcements.

Motion made by Martin Mayer, seconded by Vice-Chairman Thom, to adjourn the July 18, 2023 Historic District Review Board Regular Meeting at 6:45 p.m.

Chairwoman Kathy Glaser

Planning/Zoning Assistant Preservation & Zoning Administrator