

**Historic District Review Board
Regular Meeting Agenda
Cape Charles Civic Center @ 500 Tazewell Avenue
September 17, 2024 @ 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
5. **Unfinished Business:** None
6. **New Business: Applications for Certificate of Appropriateness:**
 - A. **FENCE INSTALLATION:** None
 - B. **MODIFICATION TO APPROVED Certificate of Appropriateness:**
 - (1) 10 Tazewell Avenue: Eva Noonan represented by Coastal Craftsman Builders – to modify the approved west rear addition on the one-story single-family dwelling.
 - C. **RENOVATION, MINOR:** None
 - D. **RENOVATIONS, ADDITIONS, & NEW CONSTRUCTION:**
 - (1) 542 Jefferson Avenue: Gregory and Emily Gentry – to update and finish construction of a new two-story single-family dwelling.
 - (2) Tax map #83A1-1-224 on Jefferson Avenue: Marisa and Brendan Walsh represented by Claudine Pierce dba Peacock Cottage LLC – to construct a new two and a half story single-family dwelling.
 - E. **OTHER:** None
7. **Other Business:**
 - A. Monthly Report from Zoning Administrator Katie Nunez
8. **Adjourn**

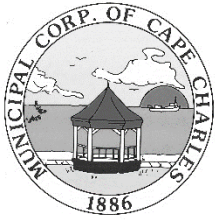
Agenda Item 4

APPROVE

Consent Agenda

Agenda Item 6B (1)

10 Tazewell Avenue



HISTORIC DISTRICT REVIEW BOARD STAFF REPORT

Meeting Date: September 17, 2024

Item #: 6B (1) – 10 Tazewell Avenue

Prepared by: Tracy Outten, Planning/Zoning Assistant – Preservation & Zoning Admin

Reviewed by: Katie H. Nunez, Director of Planning & Zoning Administrator

Date: September 10, 2024

APPLICANT: Coastal Craftsman Builders **TYPE OF APPLICATION:** Modification to Approved
OWNER: Stephen Niemerski and Elfriede Noonan
Certificate of Appropriateness

SITE ADDRESS: 10 Tazewell Avenue

WORK TO BE PERFORMED: Constructing: west side addition, rear deck, new doors for the accessory structure, and fencing

TAX MAP: 83A3-2-3-2 & 83A3-2-3-3

CURRENT ZONING: Residential (R-1)

LOT SIZE: 10,579 sq. ft.

HISTORIC REGISTER: CONTRIBUTING

Description: Ca. 1920, Craftsman

Accessory Structure: Garage, CONTRIBUTING

DATE APPLICATION RECEIVED: September 6, 2024

PRE-APPLICATION MTG: September 4, 2024

DATE APPLICATION DEEMED COMPLETE: September 6, 2024

LEGAL DEADLINE: HDRB Decision (60 Days from Complete Application): November 6, 2024

The applicant is seeking to modify a Certificate of Appropriateness approved on 2/20/2024 which included the following full scope of work: to remove the 84 sq. ft. enclosed rear porch and construct a 228 sq. ft. rear addition, 192 sq. ft. screened-in rear porch, 204 sq. ft. rear/side deck, and a 306 sq. ft. side addition on the one-story single-family dwelling; adding doors to the accessory structure and installing additional fencing on the rear of the property.

The applicant is seeking to modify the scope of work on the one-story single-family dwelling as follows – ITEMS IN RED STRIKETHRU ARE BEING DELETED OR MODIFIED: ~~to remove the 84 sq. ft. enclosed rear porch and construct a 228 sq. ft. rear addition, 192 sq. ft. screened-in rear porch, 204 sq. ft. rear/side deck,~~ and a 306 sq. ft. side addition on the one-story single-family dwelling; adding doors to the accessory structure and installing additional fencing on the rear of the property. The New modifications: to construct: (1) an 18' x 17' (306 square feet) west side addition; (2) 5' x 11' (55 square feet) rear deck at existing back door and replace steps; (3) remove rear window and replace with 5' x 6' double hung; and (4) remove one window from the north side and change to a door.

Most of these modifications could have been approved administratively; however, since the Certificate of Appropriateness was approved through the Historic District Review Board, staff wanted to keep them involved as there were many revisions to the original scope of work approved.

AERIAL MAP



MATERIALS: (exact specifications needed if no information given.)

Doors: *No information given*

Windows: Marvin 3/1 Pine (SDL)

Roof: Timberline HDZ Shingles

Siding: James Hardie Plank Select Cedar Mill - 5" Exposure; Trim: AZEK

Foundation: Block, Brick

Porch & Deck: Pressure treated wood and AZEK

Balustrades: Intex Hampton 1-1/4" Square Edge; Steps: AZEK

Accessory Structure Doors: Double: Fabricated with AZEK & Hardie Panels and Transom Windows,

Main: Custom built wood – 59-1/2" x 96" x 2-1/4"

Fence: Pressure treated wood like existing

STAFF ANALYSIS

ZONING COMPLIANCE:

The property is a legal, conforming use and this application is in compliance with the zoning ordinance.

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

HISTORIC DISTRICT OVERLAY DESIGN GUIDELINES:

Section 3.2 (Page 3-18): Building Types, Forms, & Associated Architectural Styles - Craftsman

Section 5.6: New Additions to Contributing Buildings

Section 6.1 (Pages 6-2 to 6-4): Contributing Accessory Structures Associated with A Contributing Primary Building

Section 9.2: Fences & Freestanding Walls

STAFF RECOMMENDATION:

Staff is requesting the HDRB to review the application material submitted provided by the applicant and determine if the proposed additions to the home and doors on the accessory structure are in keeping with the Guidelines of the Historic District and reflect the character and historic appearance of the neighborhood.

Staff is prepared to assist 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 six (6) months from the date of issuance if the work authorized thereby is not commenced by the end of such six (6) 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 six (6) months after being commenced.

Attachments:

Attachment 1 – Application and Documents



Certificate of Appropriateness Application Renovation

Planning & Zoning Department
2 Plum Street; Cape Charles, VA 23310
757-331-3259 x31
planningtech@capecharles.org

Revised 03/2023

Taxes

✓ Pd

Violations

NA

Fee

Check 6397 \$200

Decision

HDRB

Budget Code: HISTF 100-3100-1100

PART 1: APPLICATION NOTES

A Certificate of Appropriateness is required for all applications for zoning clearances and permits involving any exterior alteration, modification, restoration, reconstruction, demolition, new construction or moving of a property within the Cape Charles Historic District Overlay.

Minor Exterior Work* is exterior maintenance and repair, replacement of missing or broken windowpanes, roofing shingles, slates, tiles, porch floors, posts, rails, or shutters where no substantial change to design or material is proposed and other minor changes that do not materially change the historic characteristics of the building may be reviewed by the Zoning Administrator. Upon approval the applicant is responsible for confirming and obtaining all necessary building permits.

Major Exterior Work: is any alteration of the architectural style of a structure or its significant architectural elements, modifications, additions, and any major or minor work not eligible for administrative review must be reviewed and approved* by the Historic District Review Board. Upon approval the applicant is responsible for confirming and obtaining all necessary building permits.

Note: A pre-application meeting is available upon request prior to submitting this application.

The following documents must be submitted to the Town before this application can be reviewed. In addition to these documents, the COA application and requested supporting information relevant to the applicable sections must be deemed complete by department staff prior to being evaluated.

- ☒ A) Zoning Clearance Application ☒ B) Photos of existing condition ☒ C) Owner Permission Affidavit
☒ D) Payment of COA Fee (See fee Schedule) ☐ E) Tree Permit Application

Owner signature:

Date:

PART 2: PROPERTY INFORMATION

Property Address: 10 Tazewell

Tax Map #: 83A3-01-03

Is there an active Certificate of Appropriateness on this property? ☐ No ☒ Yes _____ Date

Zoning District: R-1

PART 3: PROPERTY OWNER INFORMATION

Name and/or Company: Eva Noonan

Mailing Address: 10 Tazewell Ave. Cape Charles, VA 23310

Phone Number: 757-615-8700

Email: Eva.noonan@yahoo.com

PART 4: APPLICANT INFORMATION

☐ Check here if the applicant is owner. (If applicant is not the property owner, an Owner's Permission Affidavit must be attached.)

Name and/or Company: Coastal Craftsman Builders

Mailing Address: 401 Madison Ave. Cape Charles, VA. 23310

Phone Number: 757-678-3033

Email: Coastalcraftsmanbuilders@gmail.com

PART 5: PROJECT INFORMATION

Proposed Project Description (If any tree removal is being proposed a Tree Permit Application must be completed):
Build approved addition on West side of house. Remove 1 window from the N side and change door to a window on the S side. Add a small deck, 5' x 11', at existing back door. Remove window from back and replace with 5'x6' double hung. Replace existing back stairs.

PART 6. ALTERATIONS, REPAIRS OR ADDITIONS

Select the type of work to be performed (check all that apply):

☐ Addition ☐ Doors ☒ Windows ☐ Masonry ☐ Porch Flooring ☐ Roofs ☐ Siding ☒ Steps/Stoop & Railings
☐ Trim Work ☐ Fence or Wall ☐ Partial demolition ☐ Other:

A. ADDITION ☒ **Not applicable** SEE SECTION 5.6 or 5.12 OF THE HISTORIC DISTRICT DESIGN GUIDELINES

Location (Attach a diagram; Survey/Site Plan is required):

Stories: Building height: Footprint: Gross square footage:

Complete all sections below that apply to your addition and supply elevation drawings.

B. ROOF ☒ **Not applicable** SEE SECTION 4.2, 5.2, or 5.8 OF THE HISTORIC DISTRICT DESIGN GUIDELINES

Type of work: ☐ New ☐ Repair % of roof structure ☐ Reroofing: In kind ☐ Different in style or material ☐
☐ Add/Repair Gutters and downspouts ☐ Solar Panels

Location (Pictures of existing condition):

Existing Roof	Proposed Roof
Existing Condition: ☐ Original ☐ Not Original ☐ Not Sure	
Existing Material:	Proposed Materials:

Other / Additional Notes:

C. DOORS ☐ **Not applicable** SEE SECTION 4.5, 5.5, or 5.11 OF THE HISTORIC DISTRICT DESIGN GUIDELINES

Number of doors to be: Added: 0 Removed: 0
Repaired: Replaced: In kind ☐ Different in style or material ☐

Attach a diagram of the house exterior with all doors numbered. Add documentation for each additional door.

Existing Door	Proposed Door
Door 1: Original to the home: ☐ Yes ☒ No ☐ Not Sure	Work to be completed: ☐ Added ☒ Removed ☐ Repaired ☐ Replaced
Existing Material:	Proposed Material:
Dimensions: Width Height	Dimensions: Width Height
Configuration with picture (i.e., glass panes, divisions, decorative details & panels):	Configuration with picture (i.e., glass panes, divisions, decorative details & panels):

Indicate the reason for change: The approved door on addition will not be added; a window will be installed instead

D. WINDOWS ☐ Not applicable SEE SECTION 4.5, 5.5, or 5.11 OF THE HISTORIC DISTRICT DESIGN GUIDELINES	
Number of windows to be: Added: <u>11</u> Removed: <u>2</u> <i>(1) Proposed window from N Side of approved addition will Not be used</i>	
Repaired: _____ Replaced: In kind _____ Different in style or material <u>Marvin same grid pattern</u>	
Attach a diagram of the house exterior with all windows numbered. Add documentation for each additional window.	
Existing Windows	Proposed Windows
Window1: Original to the home: ☐ Yes ☒ No ☐ Not Sure	Work to be completed: <u>Remove (1) window from approved plan</u> ☐ Added ☒ Removed ☐ Repaired ☐ Replaced
Configuration (i.e., double-hung sash, 2/2, 6/1, 6/6, etc.): Include a picture	Configuration (i.e., double-hung sash, 2/2, 6/1, 6/6, etc.): Include a picture
Width: 5'8" Height: 6' Depth:	Width: 5' Height: 6' Depth:
Material: WOOD	Material: double window, double hung
E. PORCHES ☒ Not applicable SEE SECTION 4.4, 5.4, or 5.10 OF THE HISTORIC DISTRICT DESIGN GUIDELINES	
Work to be done: ☐ Repair flooring ☐ Repair ceiling ☐ Repair columns ☐ Repair/add skirting	
Location (Attach pictures for all work; Survey may be requested):	
Floorboards: Number of boards to be: _____ Repaired _____ Replaced _____ Altered _____	
Existing Condition: ☐ Original ☐ Not Original ☐ Not Sure	Type of Material to be used:
Existing Material:	
Ceiling:	
Existing Condition: ☐ Original ☐ Not Original ☐ Not Sure	Type of Material to be used:
Existing Material:	
If replacing, indicate the reason for replacement:	
If altering, describe any proposed change (material, size, etc.):	
F. STEPS/STOOPS/RAILINGS ☐ Not applicable SEE SECTION 4.4, 5.4, or 5.10 OF THE HISTORIC DISTRICT DESIGN GUIDELINES	
Number of Steps/Stoops to be: _____ Repaired _____ <u>X</u> Replaced _____ Altered _____	
Location (Attach pictures; Survey may be requested): <u>back of house</u>	
Existing Material: <u>treated wood</u>	Existing Condition: ☐ Original ☒ Not Original ☐ Not Sure
Proposed Material: <u>Composite azek brand Color: Slate Gray</u>	
If replacing, indicate the reason for replacement. If altering, describe any proposed change (material, configuration, size, etc.): <u>enlarge existing platform</u>	
Number of Railings to be: _____ Repaired _____ <u>X</u> Replaced _____ Altered _____	
Location (Attach pictures; Survey may be requested):	
Existing Material:	Existing Condition: ☐ Original ☒ Not Original ☐ Not Sure
Type of Material to be used: <u>Intex composite</u>	
If replacing, indicate the reason for replacement. If altering, describe any proposed change (material, configuration, size, etc.): <u>Need to add more rails to enlarged platform & new stairs</u>	

G. DECKS & PATIOS ☐ Not applicable SEE SECTION 9.3 OF THE HISTORIC DISTRICT DESIGN GUIDELINES			
☒ Deck	Length: 11'	Width: 5'	Materials: azek
☐ Patio	Length:	Width:	Materials:
H. SIDING ☐ Not applicable SEE SECTION 4.4, 5.4, or 5.9 OF THE HISTORIC DISTRICT DESIGN GUIDELINES			
Type of work: ☐ Minor Repair ☐ Full Re-Siding (same material) ☒ Full Re-Siding (Change of material)			
Location (Attach diagram & pictures): back of house where new window will be replaced			
Existing Siding		Proposed Siding	
Original to the home: ☐ Yes ☒ No ☐ Not sure			
Existing material: Hardi		Proposed material: Hardi	
Dimensions: Thickness - 5/16 Width - 7"		Dimensions: Thickness - 5/16 Width - 5"	
Indicate the reason for change, e.g., underlying material condition, rot: Small area needs to be fixed to allow for new window			
I. TRIM WORK ☐ Not applicable SEE SECTION 4.4, 5.4, or 5.10 OF THE HISTORIC DISTRICT DESIGN GUIDELINES			
Type of work: ☒ Minor Repair ☐ Alteration			
Location (Attach diagram & pictures):			
Existing Material: Hardi		Existing Condition: ☐ Original ☒ Not Original ☐ Not Sure	
Type of Material to be used: Azek			
Dimensions: 5"			
Reason for repair or alteration (change of material or design): Need to install new trim around windows			
J. MASONRY ☒ Not applicable SEE SECTION 4.3 or 5.3 OF THE HISTORIC DISTRICT DESIGN GUIDELINES			
Type of work: ☐ New foundation ☐ Substantial Reconstruction ☐ Minor Repair ☐ Repointing			
Location (Attach diagram & pictures):			
Existing Masonry		Proposed Masonry	
Existing Condition: ☐ Original ☐ Not Original ☐ Not Sure			
Existing Material:		Proposed Materials:	
Existing mortar:	Joints:	Mortar to be used:	Mortar joints:
Other / Additional Notes:			
Unpainted masonry cannot be painted.			
Existing Chimney		Proposed Chimney	
Show location and document conditions with photographs		☐ Repair ☐ Remove ☐ Add a chimney cap	
Indicate the reason for change and materials:			

K. FENCE OR WALL ☒ Not applicable SEE SECTION 9.3 OF THE HISTORIC DISTRICT DESIGN GUIDELINES	
Type of work: ☐ New ☐ Repair % of structure ____ ☐ Replace In kind ____ ☐ Different in style or material ____	
Location (include survey showing location, setbacks, and height)	
Material:	Existing Condition: ☐ Original ☐ Not Original ☐ Not Sure
Height:	
Describe the style:	
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. Applicant's signature: _____ <i>Robert Simms</i> Zoning Administrator's signature: _____ Zoning Ordinance Article VIII Section: _____ Date: <u>9/4/24</u> Date: _____	



Owner Affidavit for Permission to Represent

Planning & Zoning Department
2 Plum Street; Cape Charles, VA 23310
757-331-3259 x24

planningtech@capecharles.org

Revised 03/2023

Taxes

Violations

Fees

Decision

PART 1: APPLICATION NOTES

Use this form to give permission for a contractor, architect, or other individual to represent the owner of a property in matters within the Town of Cape Charles.

PART 2: PROPERTY INFORMATION

Property Address: 10 Tazewell Ave. CC 23310

Tax Map #:

PART 3: PROPERTY OWNER INFORMATION

Name and/or Company: Eva Noonan

Mailing Address: 10 Tazewell Ave.

Phone Number: 757-615-8700

Email: Eva.noonan@yahoo.com

I hereby give authority to the following representative to act on my behalf on the following matter:

All manner of permitting and renovations to 10 Tazewell Ave. CC

PART 4: REPRESENTATIVE INFORMATION

Name and/or Company: Scott & Robin Simms; Coastal Craftsman Builders

Mailing Address: 401 Madison Ave. Cape Charles, VA 23310

Phone Number: 757-678-3033

Email: Coastalcraftsmanbuilders@gmail.com

☒ to file documents on my behalf

☒ To represent me in meetings with Town officials

Name and/or Company:

Mailing Address:

Phone Number:

Email:

☐ to file documents on my behalf

☐ To represent me in meetings with Town officials

Signature of owner:

Date: 11-11-23

State of Virginia

County of Northampton

The foregoing instrument was acknowledged before me this

11th day of October

2023

by

Eva Noonan

(name of person acknowledged)

Signature of Notarial Officer:

Christy Iversen Pruitt

Notary Registration number:

7959551

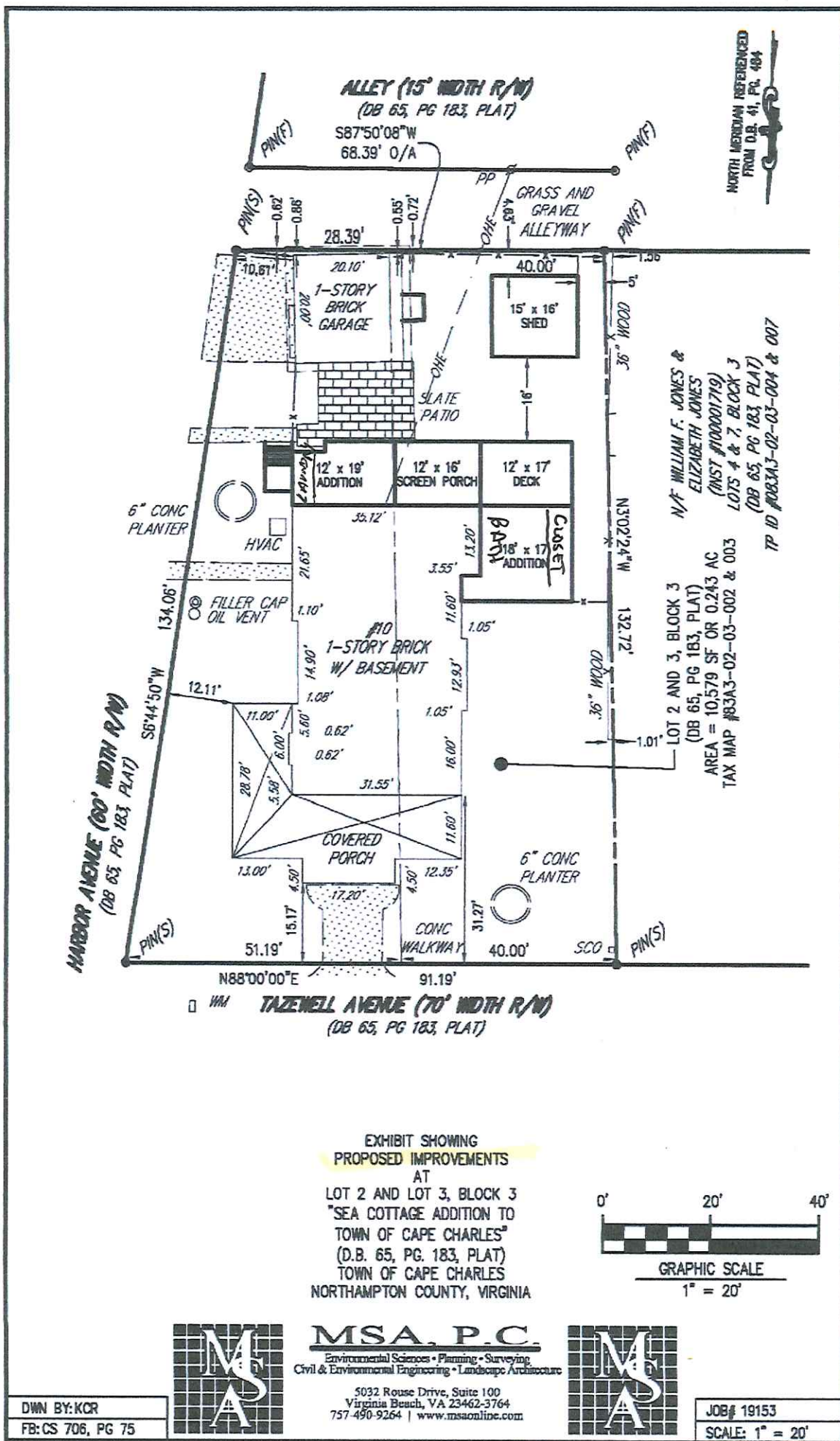
My commission expires:

04/30/2025

CHRISTY IVERSEN PRUITT
NOTARY PUBLIC
REG. #7959551
COMMONWEALTH OF VIRGINIA
MY COMMISSION EXPIRES 04/30/2025

10 Tazewell







M U N I C I P A L C O R P O R A T I O N O F
C A P E C H A R L E S
H I S T O R I C D I S T R I C T R E V I E W B O A R D

Approval Date Issued: 2/20/2024

Issued to: Stephen Niemerski and Elfriede Noonan
represented by Coastal Craftsman Builders
401 Madison Avenue
Cape Charles, VA 23310

For Property: 10 Tazewell Avenue
Cape Charles, VA 23310

This Certificate of Appropriateness has been issued for the above-noted property for the purpose of:

(1) ~~Removing an existing 84 sq. ft. enclosed rear porch and constructing a new 228 sq. ft. rear addition.~~ (2) ~~Constructing the following:~~
(i) ~~192 sq. ft. rear screened-in porch,~~ (ii) ~~204 sq. ft. rear/side deck,~~ and (iii) **306 sq. ft. side addition on the single-family dwelling.** The
Historic District Review Board approved the application dated 12/28/2023 with any designated condition/s and the standard condition
stated below.

MATERIALS: See page 2 for list and proposed pictures

Designated Condition/s: N/A

Standard Condition: Any modifications to the above approvals or circumstances that are found during the project that warrant
changes need to be reported immediately to the Planning and Zoning Department.

Zoning Administrator Comments: N/A

*This Certificate of Appropriateness shall be valid for only the specific use described above. It is valid for a period of six months after the date of
approval; if not acted upon within six months, or if work is suspended or abandoned for a period of six months after work has commenced, this
Certificate of Appropriateness shall become null and void.*

*There is a thirty day right of appeal of this decision by the owner of the property or by any party aggrieved, pursuant to Cape Charles Zoning
Ordinance Section 8.33.*

Kathy Glaser

Chair, Historic District Review Board

2/22/2024

Date

Nacyl [Signature]

Planning/Zoning Assist.: Preservation & Zoning Administrator

2/22/2024

Date



MUNICIPAL CORPORATION OF
CAPE CHARLES
HISTORIC DISTRICT REVIEW BOARD

Approval Date Issued: 2/20/2024 For Property: 10 Tazewell Avenue
Cape Charles, VA 23310

MATERIALS:

Roof: Timberline HDZ Shingles

Siding: James Hardie Plank Select Cedar Mill 5" Exposure

Trim: AZEK

Windows: Marvin 3/1 SDL

Doors: Marvin: Sliding Glass 15 Lite (SDL) Pine 6' x 7' & 8' x 7', French 15-lite Pine 32" x 7';

Simpson: 4/2 Fir; Wood Screen Door per applicant at meeting

Porch & Deck: Decking: Pressure treated lumber and AZEK; Balustrades: Intex Hampton 1-1/4" Square Edge

Steps: AZEK

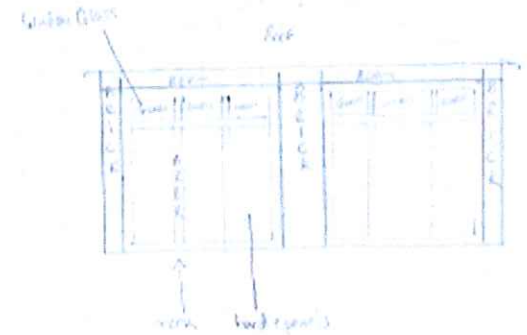
Foundation: Block, Brick, Brick Piers

Accessory Structure Doors: Double: Fabricated with AZEK & Hardie Panels and Transom

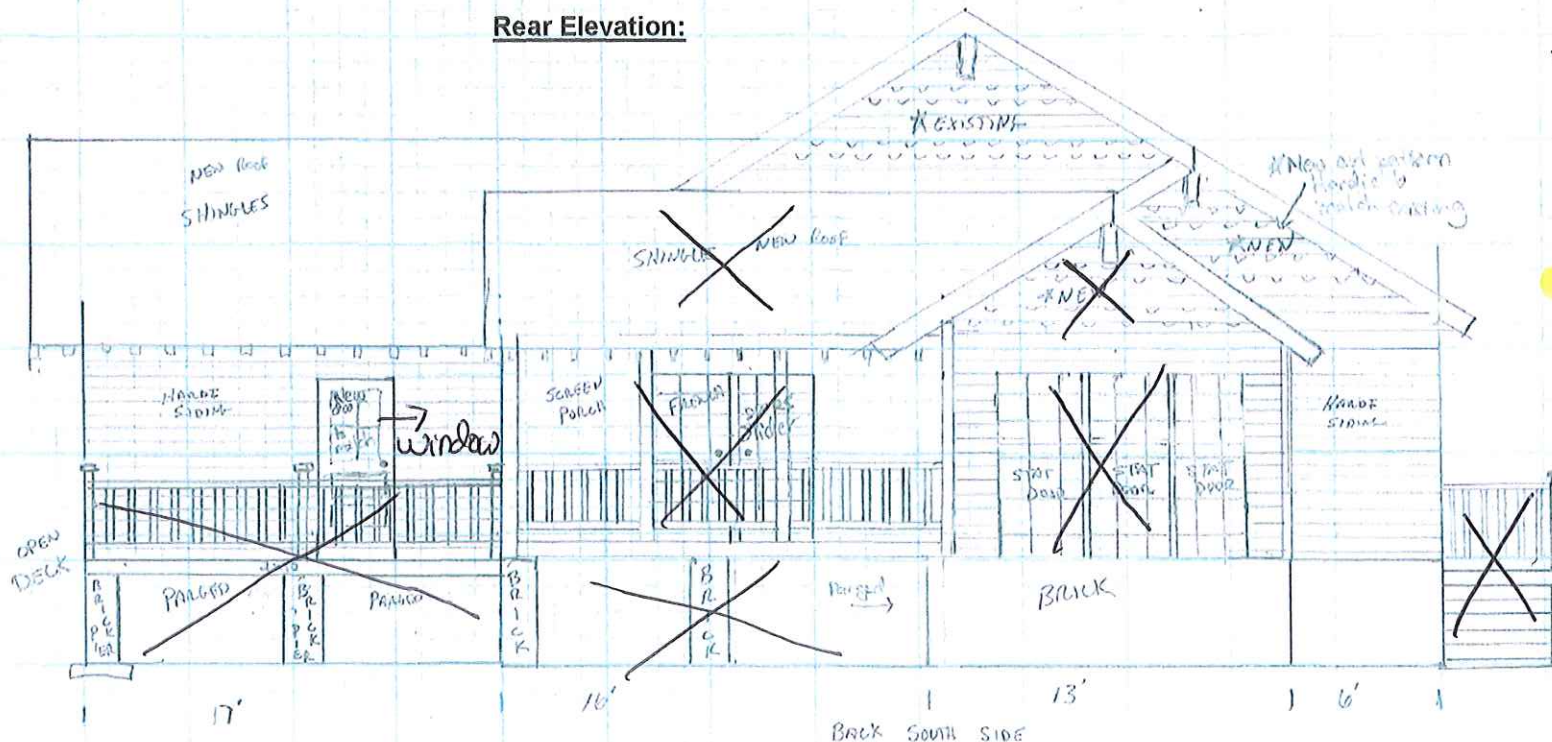
Windows, Main: Custom built wood 59-1/2" x 96" x 2-1/4"

Fence: Pressure treated wood design to match existing

Accessory Structure Doors:



Rear Elevation:



X = remove
from scope of
work

Keep
same

10 Tazewell Ave. * See new drawing

10 Tazewell

Back Side

Leave back as is

Install window
instead of door

new roof
SHINGLES

LEAVE WINDOW

SHINGLES NEW ROOF

* New cut pattern
Hardie to
match existing

NO
DOOR
WINDOW

HARDIE
SIDING

SCREEN
PORCH

FLORIDA

DOOR
SLIDER

START
DOOR

START
DOOR

START
DOOR

HARDIE
SIDING

OPEN
DECK

PAVED

PAVED

PAVED

BRICK

17'

16'

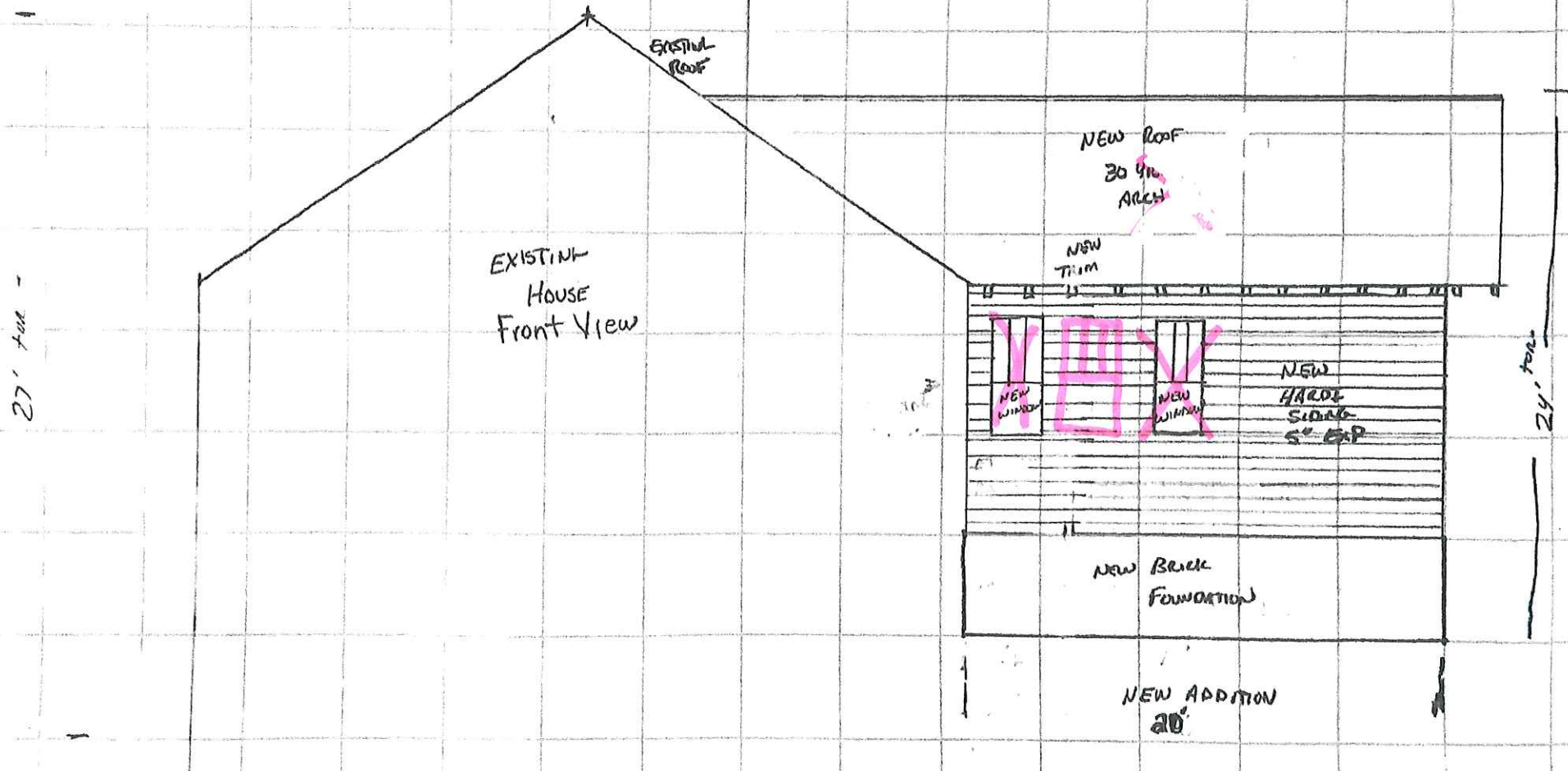
13'

6'

BACK SOUTH SIDE

10 Tazewell

Front View

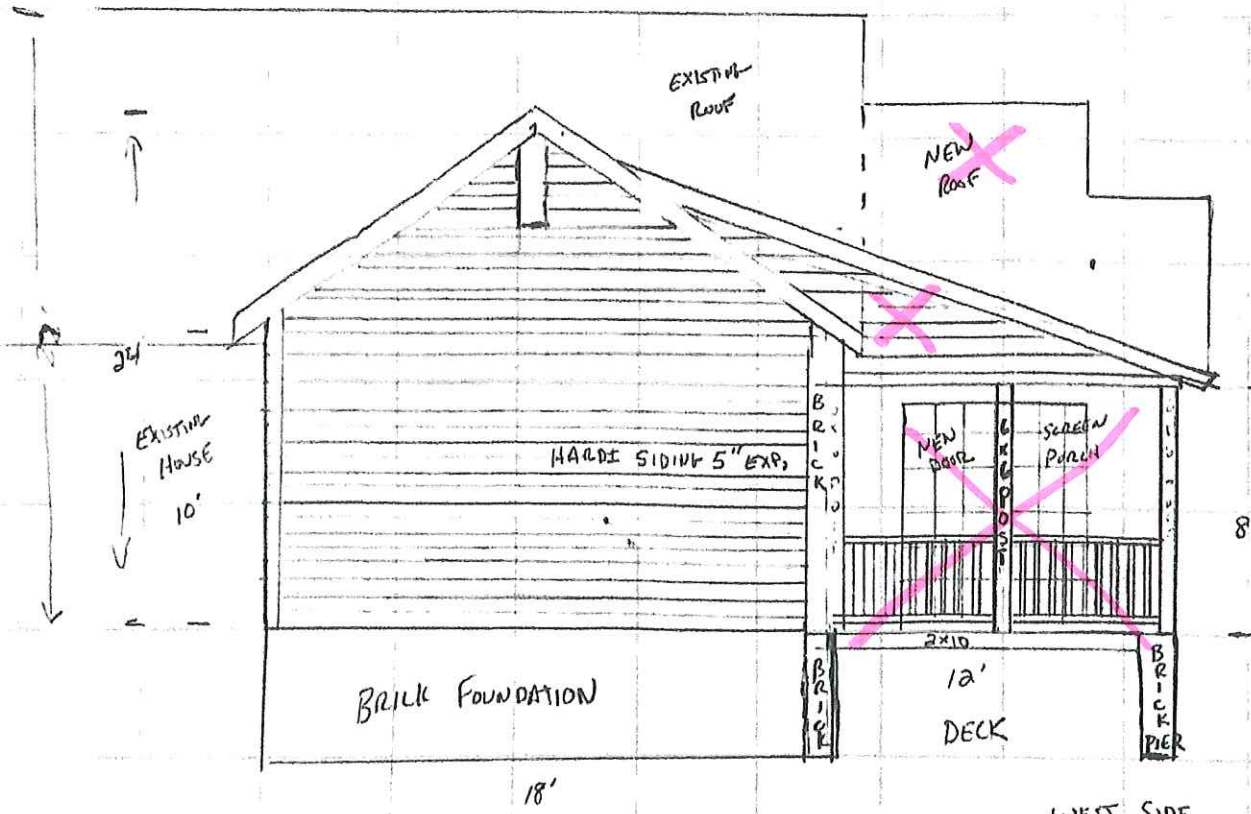


NORTH SIDE FRONT

10 Tazewell

West Side (facing beach)

10 Tazewell

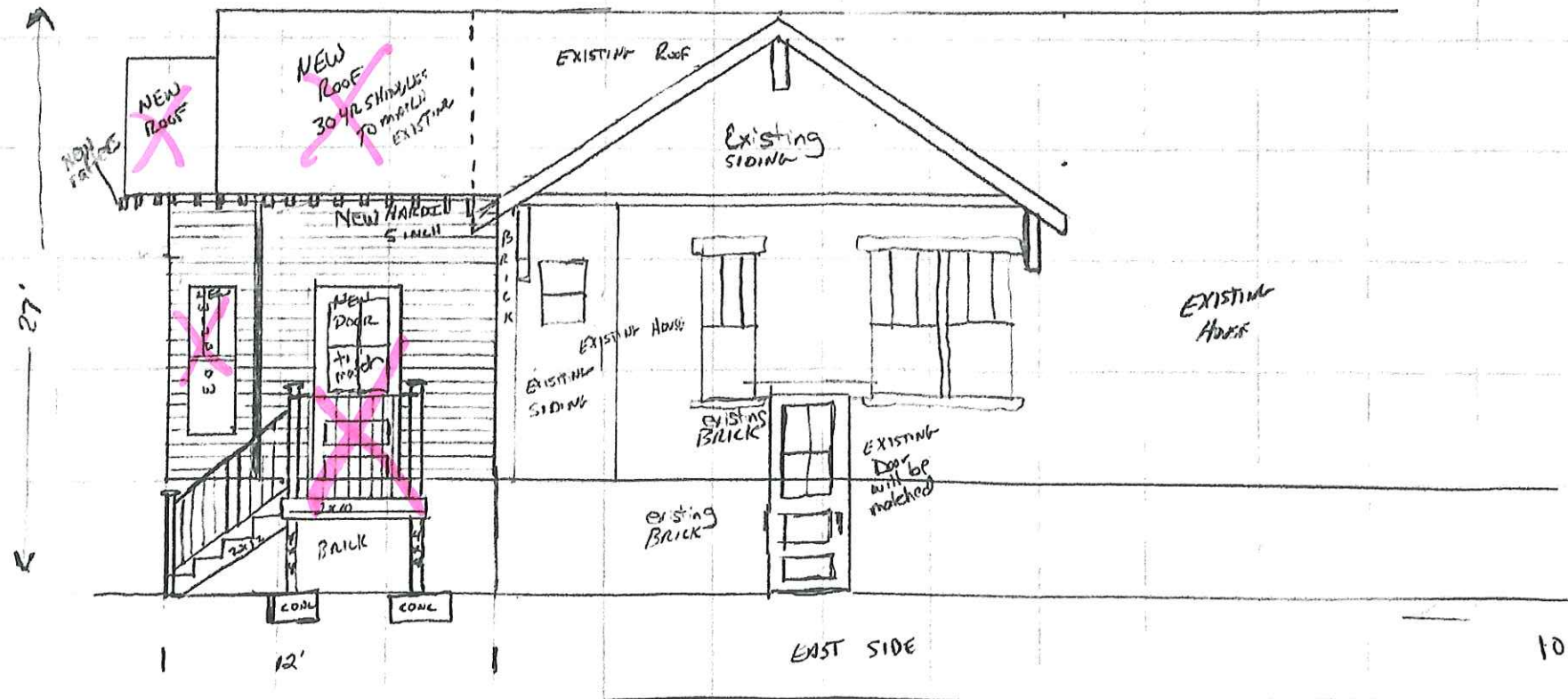


WEST SIDE

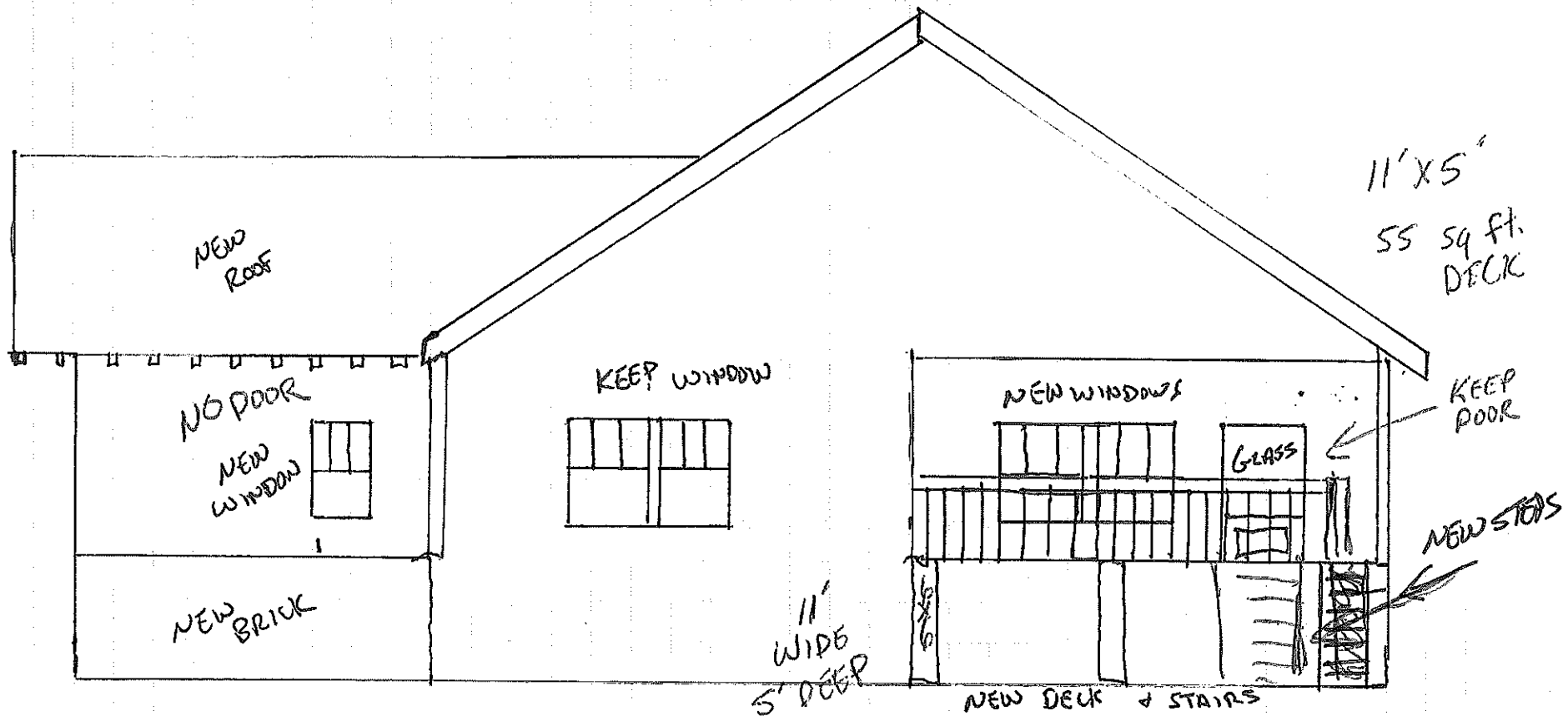
10 Tazewell

East Side (Harbor Side)

10 Tazewell



10 Tazewell
New renovation configuration
9/4/24



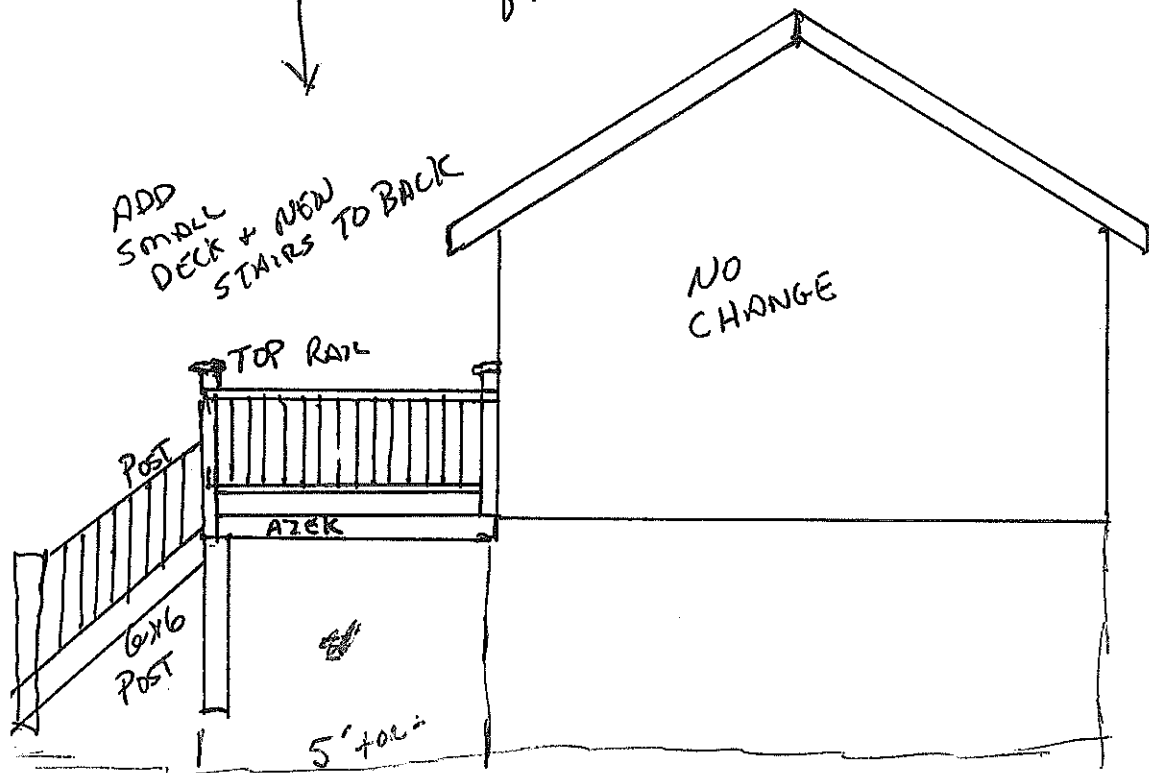
10 Tazewell
new renovation configuration
9/4/24

11'x5'

adding deck rails
55 sq ft.



ADD
SMALL
DECK + NEW
STAIRS TO BACK



Harbor Ave Side

16 Tazewell



REMOVE THIS WINDOW
& REPLACE WITH 5'W X 6' T
TWIN DOUBLE HUNG



3/4 GRID
PATTERN

REMOVE
STEPS



ADD
5' X 11' DECK WITH STEPS
ON BACK OF EXISTING
HOUSE

10 Tazewell

Front View

27' tall

EXISTING
HOUSE
Front View

EXISTING
ROOF

NEW ROOF
20 YR.
ARCH.

NEW
TRIM

NEW
WINDOW

~~NEW
WINDOW~~

NEW
HARD
SIDING
5" GAP

24' tall

NEW BRICK
FOUNDATION

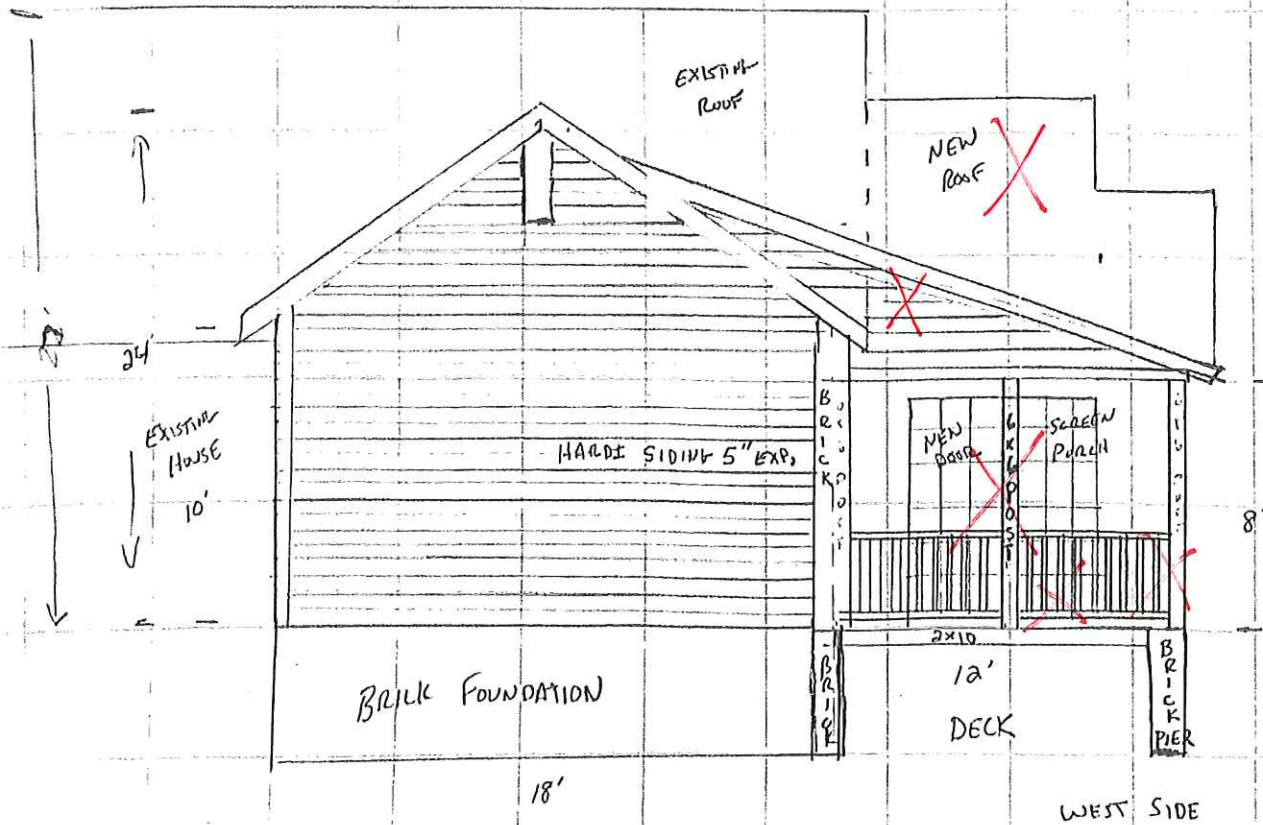
NEW ADDITION
20'

NORTH SIDE FRONT

10 Tazewell

West Side (facing beach)

10 Tazewell



10 Tazewell

Back Side

Window now, instead of door

Windows (small mod in size)

Door (keep - just replace)

NEW ROOF
SHINGLES

SHINGLES ✓ NEW ROOF

*New cut pattern
Hardie to
match existing

HAND
SIGN

SCREEN
PORCH

A 5x5 grid with handwritten text. The top row contains 'FLEXA' and 'DOORS'. The second row contains 'Sliders'. The grid is crossed out with a large red 'X'.

HAUTE
SIPINE

OPEN
DECK

PARLED

10
B
P
I
E
R

РАМКО

BRICK

BRICK

Purged

BRICK

SYAR	
------	--

STAT
IDENCLSTAT
DUOR

17'

16

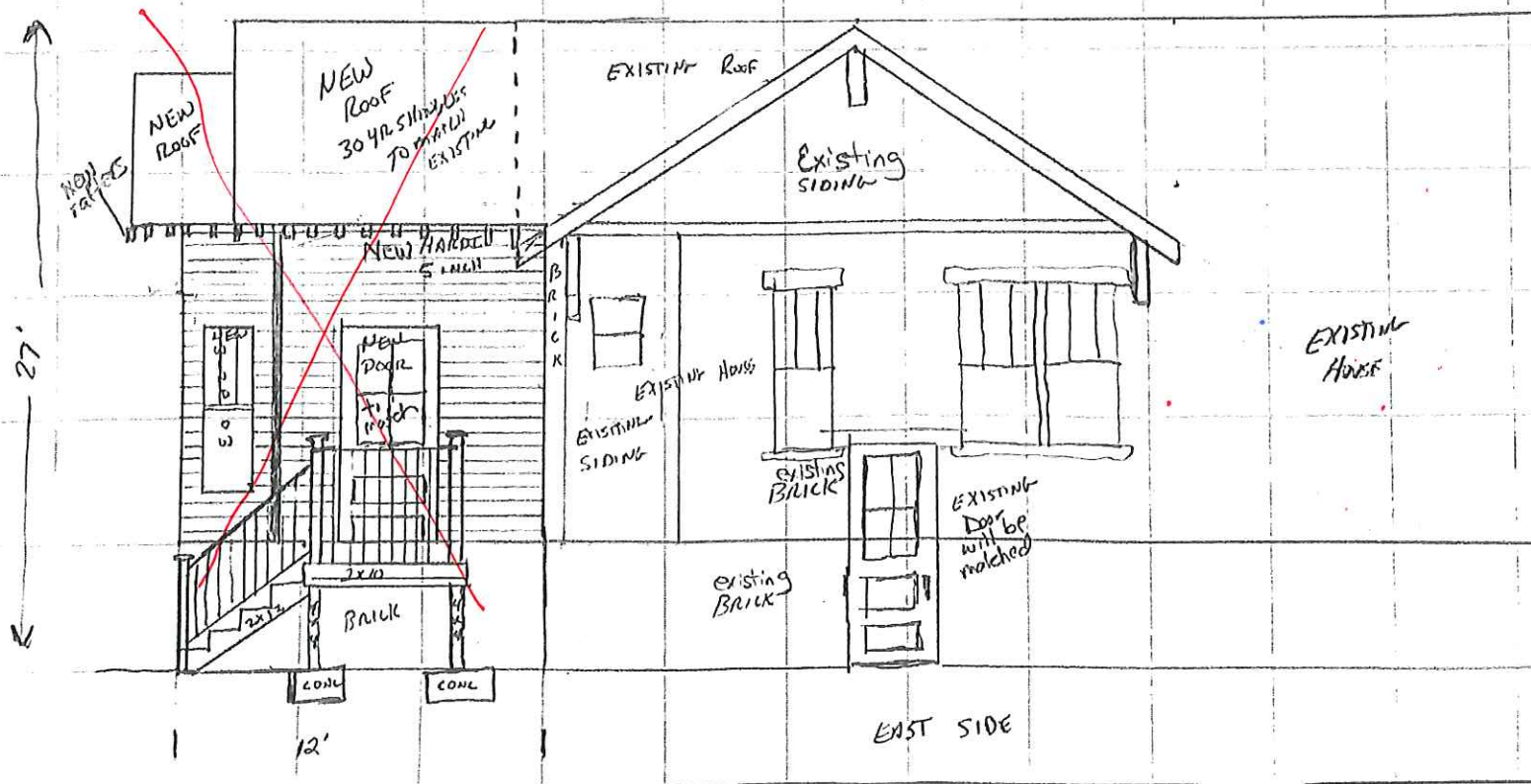
13

10'

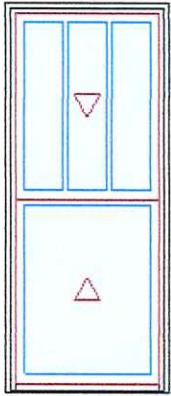
BACK SOUTH SIDE

East Side (Harbor Side)

10 Tazewell



10 Tazewell



As Viewed From The Exterior

Egress Information

Width: 22 3/8" Height: 24 31/32"

Net Clear Opening: 3.88 SqFt

Performance Grade

Licensee #783

AAMA/WDMA/CSA/101/ I.S.2/A440-08

LC-PG40 1054X1924 mm (42X76.8 in)

LC-PG40 DP +40/-40

FL6525

CN 2660

Rough Opening 26 1/2" X 60 1/4"

Top Sash

Stone White Exterior

Bare Pine Interior

IG

Low E2 w/Argon

Stainless Perimeter and Spacer Bar

7/8" SDL - With Spacer Bar - Stainless

Rectangular - Special Cut 3W1H

Stone White Ext - Bare Int

Divided Lite Options are inconsistent across the panels of this unit. Ensure the correct Divided Lite Types have been selected.

Bottom Sash

Stone White Exterior

Bare Pine Interior

IG - 1 Lite

Low E2 w/Argon

Stainless Perimeter Bar

Beige Weather Strip Package

1 Satin Nickel Sash Lock

Exterior Aluminum Screen

Stone White Surround

Bright View Mesh

***Screen/Combo Ship Loose

6 9/16" Jamb

Jamb Extension from 4 9/16" to 6 9/16"

Nailing Fin

***Note: Divided lite cut alignment may not be accurately represented in the OMS drawing. Please consult your local representative for exact specifications.

***Note: Unit Availability and Price is Subject to Change

Exterior
Doubletting windows
(3)

2'x5'

10 Tazewell
Decking & Rail
Selection



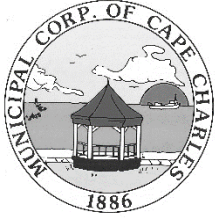
Slate Gray Azek
for decking & steps



Intex Hampton
1 1/4" sq. edge
balusters
for rails

Agenda Item 6D (1)

542 Jefferson Avenue



HISTORIC DISTRICT REVIEW BOARD STAFF REPORT

Meeting Date: September 17, 2024

Item #: 6D (1) – 542 Jefferson Avenue

Prepared by: Tracy Outten, Planning/Zoning Assistant – Preservation & Zoning Admin

Reviewed by: Katie H. Nunez, Director of Planning & Zoning Administrator

Date: September 9, 2024

APPLICANT: Gregory and Emily Gentry **TYPE OF APPLICATION:** Certificate of Appropriateness

SITE ADDRESS: 542 Jefferson Avenue **WORK TO BE PERFORMED:** Continue construction on 802.8 square feet, 2-story single-family residence with a new rear addition of 420 sq. ft.

TAX MAP: 83A1-1-141 **CURRENT ZONING:** Residential (R-1)

LOT SIZE: 5,600 sq. ft. **HISTORIC REGISTER:** Not listed

Description: N/A

Accessory Structure: N/A

DATE APPLICATION RECEIVED: August 6, 2024

PRE-APPLICATION MTG: July 26, 2024

DATE APPLICATION DEEMED COMPLETE: August 6, 2024

LEGAL DEADLINE: HDRB Decision (60 Days from Complete Application): October 7, 2024

This property was previously owned by Bad Dog LLC and the Town had an ongoing violation order on this property when it was illegally demolished. The HDRB had approved a Certificate of Appropriateness to Bad Dog LLC to reconstruct the exact size and style of the house that had been on this property previously. However, while some construction of the structure has occurred, the former property owner sold the property and all permits lapsed, including the HDRB and the Building Permit. The new owners are working within the established framing footprint and most of the other construction that has occurred on this property up to this point. I am requiring them to submit a new construction COA to the HDRB even though they have “inherited” existing in-progress construction.

As all permits have expired for this address therefore, the applicant is seeking to reconvene construction on the 802.8 square feet two-story single-family residence with a 30’ x 8’ (240 sq. ft.) open front and side porch with the following modifications: (1) window placement; (2) screen in side porch; (3) 420 square feet two-story rear addition (attached first-floor garage and second-floor living space); (4) side entry way with paver walkways; and (5) 175 square feet rear concrete pad.

AERIAL MAP



MATERIALS:

Roof: House –Asphalt Shingles (Pitch: 12/12); Porches & Overhangs – Standing Seam Metal

Siding: Hardie Plank Lap / Shingle

Trim: 1 x 4 James Hardie fiber cement siding

Band Board: 1 x 12 James Hardie with cap at top

Fascia: 1 x 4 James Hardie

Windows: Marvin Elevate Double Hung 3/1 SDL fiberglass exterior and wood interior; Trim: James

Hardie Sides & Bottom: 1 x 4, Header: 1 x 6, Under Top Cap: ½” Ogee – 1 x 2 top & bottom

Doors: 3’ x 6’8” Front & Side: Thermatru Stainable Fiberglass 3/4-lite clear glass/1 raised panel;

Garage: 3/4-lite with 4 light SDL/1 raised panel and Garage Door Precision Long Panel Design 2-top 4-lite with 6 bottom panels

Front/Side Porch: Decking: Composite

Side Porch: Decking: Composite; Screen: EZ Screen System

Steps: Wolf Serenity Decking

Foundation: Parged block

Shower: Not enclosed

STAFF ANALYSIS UPDATE

ZONING COMPLIANCE

The proposed project is seeking to continue construction on a 802.8 square feet, two and story single-family residence with an open front and screened-in side porch, addition of the following: (1) a 420 square feet attached rear two-story garage, (2) 175 square feet rear concrete pad, and (3) side entry way with paver walkways. The proposed materials are in conformance with the Zoning Ordinance for new construction and additions 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. As of when the applicant submits for a building permit, a full set of building plans must be provided that includes a required Site Plan and Landscape Plan that details both the removal of

existing trees if necessary and the proposed addition of trees to conform with CCZO Appendix F – Tree Conservation and Preservation Ordinance along with the Historic District Overlay Design Guidelines Section 9.5 Landscaping.

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 OVERLAY DESIGN GUIDELINES:

Section 5.13: New Construction of Primary Buildings

Section 9.1: Hardscaping (Driveways, Walkways, & Other Paving)

Section 9.4: Appurtenances

Section 9.5: Landscaping

STAFF RECOMMENDATION:

Staff is requesting the HDRB to review the application material submitted provided by the applicant and determine if the proposed new home are in keeping with the Guidelines of the Historic District and reflect the character and historic appearance of the neighborhood. Approval of this application needs to be conditional upon achieving zoning compliance.

Staff is prepared to assist 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 six (6) months from the date of issuance if the work authorized thereby is not commenced by the end of such six (6) 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 six (6) months after being commenced.

Attachments:

Attachment 1 – Application and Documents



Certificate of Appropriateness Application

New Construction

Planning & Zoning Department
2 Plum Street; Cape Charles, VA 23310
757-331-3259 x31
planningtech@capecharles.org

Revised 05/2023

Taxes	✓
Violations	NA
Fee	\$500 PD
Decision	HDRB

Budget Code: HISTF 100-3100-1100

PART 1: APPLICATION NOTES

A Certificate of Appropriateness (COA) is required for all applications for zoning clearances and permits involving any new construction, including accessory structures, within the Cape Charles Historic District Overlay. A pre-application meeting is available upon request prior to submitting this application. ** The applicant is responsible for confirming and obtaining all necessary building permits after approvals.*

The following documents must be submitted to the Town for review before this application can be reviewed. In addition to these documents, the COA application and requested supporting information must be deemed complete prior to being evaluated.

- | | | |
|---|---|---|
| ☒ A) Site Plan | ☒ B) Elevations | ☐ C) Zoning Clearance Application |
| ☒ D) Photos of existing lot | ☒ E) Renderings | ☒ F) Photos of proposed materials |
| ☐ G) Owner Permission Affidavit | ☒ H) Payment of Fee | ☐ I) Tree Permit Application |

Owner signature:

Emily D. Gentry

Date: 8-5-24

PART 2: PROPERTY INFORMATION

Property Address: 542 Jefferson Ave, Cape Charles, VA 23310

Tax Map #: 83A1-1-141

Is there an active Certificate of Appropriateness on this property? ☒ No ☐ Yes _____ Date

Zoning District: R-1

PART 3: PROPERTY OWNER INFORMATION

Name and/or Company: Gregory & Emily Gentry

Mailing Address: 542 Jefferson Ave, Cape Charles, VA 23310

Phone Number: 757-641-1046

Email: yourhomegirl90@gmail.com

PART 4: APPLICANT INFORMATION

- ☒ Check here if applicant is owner. (If applicant is not the property owner, an Owner's Permission Affidavit must be attached.)

Name and/or Company:

Mailing Address:

Phone Number:

Email:

PART 5: PROJECT INFORMATION

Proposed Project Description (If any tree removal is being proposed a Tree Permit Application must be completed.):

Complete existing framed house and add an attached garage and room over garage as additional square footage.

PART 6. NEW CONSTRUCTION			
See Section 5.13 & 6 of the Historic District Design Guidelines			
First Floor Building Area (sq. ft.): 1,164		Total Gross Floor Area (sq. ft.): 2,328	
Front Building Setback (ft.): 30		Building width (ft.): 20'	
Building Height	Feet: 46'-6"	Stories: 2	Roof pitch: 12/12 & 12/3
A. Foundation	Material to be used: Masterwall Parged EFIS Foundation - #611 - Flax		
B. Roofing	Material to be used: 30 Year Architectural Shingle - IKO - Cambridge - Dual Black		
	Chimney? ☒ No ☐ Yes - Number _____ Materials:		
C. Siding	Material to be used: James Hardie Fiber Cement	Dimensions: 7 in. Exposure /Staggered Edge Cedar Siding	
D. Steps	Material to be used: Wolf - Woodgrain Composite Decking, 5.5" Wide		
E. Railing	Style and Material to be used: Trex Composit Railing - Color: White		
F. Porch	Length: 27' Width: 7' , Side Porch: Length - 21' x 7' Wide, Mudroom Porch: 8' x 4'		
	Material to be used: Floor: Wolf Woodgrain Composite Decking 5.5" Wide Skirting: Wolf Woodgrain Composite Decking 5.5" Wide		
	Columns? ☐ No ☒ Yes - Number 10 Style & Materials: 8" Square Profile, Azek		
G. Deck	Length: NA Width:	Material to be used: NA	
H. Doors	Width: 3' Height: 6'-8"		
	Material and Configuration: attach a picture (i.e., glass panes, divisions, decorative details & panels) Front & Side Door -Woodgrain Fiberglass - Gel Stained- 3/4 Lite Clear Glass, No Grid Pattern		
I. Windows	Configuration (i.e., double-hung sash, 2/2, 6/1, 6/6, etc.) attach a picture: Double Hung-3/1 - 2/1		
	Material: Marvin Elevate -Fiberglass Exterior with Simulated Divided Grids		
	Width: See Plans	Height:	Depth:
J. Trim	Material to be used: James Hardie Fiber Cement Siding		
	Dimensions: 1x4 Fascia, 1x12 Band Board w/ Drip Edge- Bottom, Windows & Doors -1x4 w/ 1x6 Header & 1x2 Lip Top & Bottom		
K. Hardscape	Indicate the placement and dimensions of any of the following on your site plan.		
	Driveway: ☒ No ☐ Yes – Materials: _____		
	Walkway: ☐ No ☒ Yes – Materials: Belgard, Eco Dublin Permeable Paver - Color: James River		
	Fence: ☒ No ☐ Yes – Materials: _____		
	Patio: ☐ No ☒ Yes – Size: 16.6 x 8 Materials: Belgard, Eco Dublin Permeable Paver: Color James River		
	Outdoor shower: ☐ No ☒ Yes - ☒ Not Enclosed ☐ Enclosed – Materials: _____		
	Pool: ☒ No ☐ Yes – Requires a Conditional Use Permit		
	Accessory Structure: ☒ No ☐ Yes – Complete an additional COA application for the structure		

Describe how the proposed construction will relate to the architectural scale, massing, volumes, and styles represented within the historic district. Attach pictures of the neighborhood (e.g., adjacent buildings, streetscapes).

Indicate the proposed materials if not listed above, distinctive architectural features and ornamentation:

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.

Applicant's signature: Emily D. DeBruin

Date: 9.11.24

Zoning Administrator's signature: _____

Date: _____

Greg & Emily Gentry Continued Application

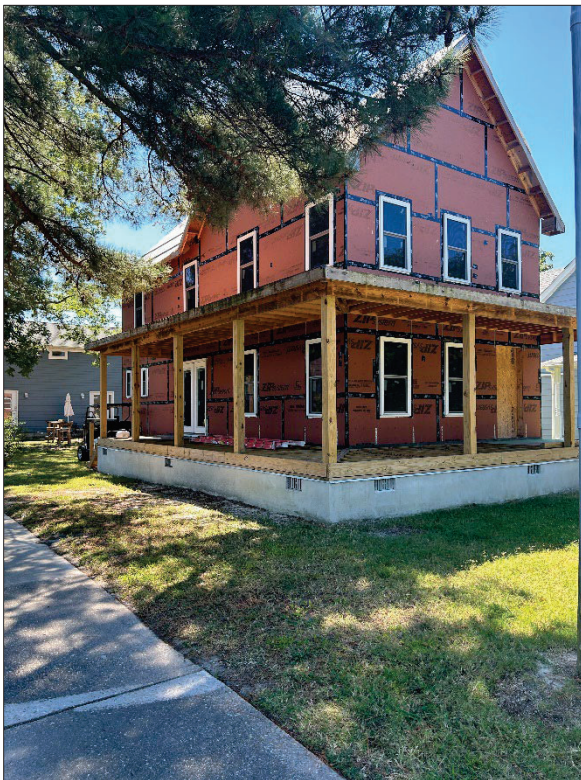
Address: 524 Jefferson Ave, Cape Charles, VA 23310

1. Door Profile Details:

- a. Front Door & Mudroom Door: $\frac{3}{4}$ Lite, Clear Glass, No Grid Pattern, Thermatru Woodgrain Fiberglass Stainable Door
- b. Garage Service Door – $\frac{3}{4}$ Lite, Clear Glass, 4 Lite SDL Grid Pattern, Thermatru Smoothstar Fiberglass Door- Painted White

A handwritten signature in cursive script, appearing to read "Emily Gentry". The signature is written in dark ink and is positioned to the left of the rest of the page.

542 Jefferson Avenue Existing Condition



CIVIL LEGEND

SYMBOL/ABBREVIATION	DESCRIPTION
○ TEXT	MANHOLE
□ SCD	SANITARY CLEANOUT
⊗ TEXT	VALVE
⊗ DI	DROP INLET
—X—X—	SILT FENCE
—	PROPERTY LINE
—	BUILDINGS
—FM—	FORCEMAIN
□	TRAFFIC BOX
—	PAVEMENT
—	CONCRETE
⊕	TEMPORARY BENCHMARK(TBM)
⊕ 10.00	ELEVATIONS (EXISTING)
⊕ 10.0	ELEVATIONS (PROPOSED)
—X—	SILT FENCE
HP	HIGH POINT
MG	MATCH GRADE

AS PER CAPE CHARLES ZONING ORDINANCE, THIS SITE IS ZONED R-1 (SINGLE FAMILY RESIDENTIAL DISTRICT), SETBACKS, LOT AREA REQUIREMENTS AND HEIGHT RESTRICTIONS AS PER ZONING ORDINANCE:

FRONT: 30' OR PREVAILING SETBACK IN BUILT-UP NEIGHBORHOODS

REAR: 25'

SIDE: 5'

SIDE (ALONG STREET): 5'

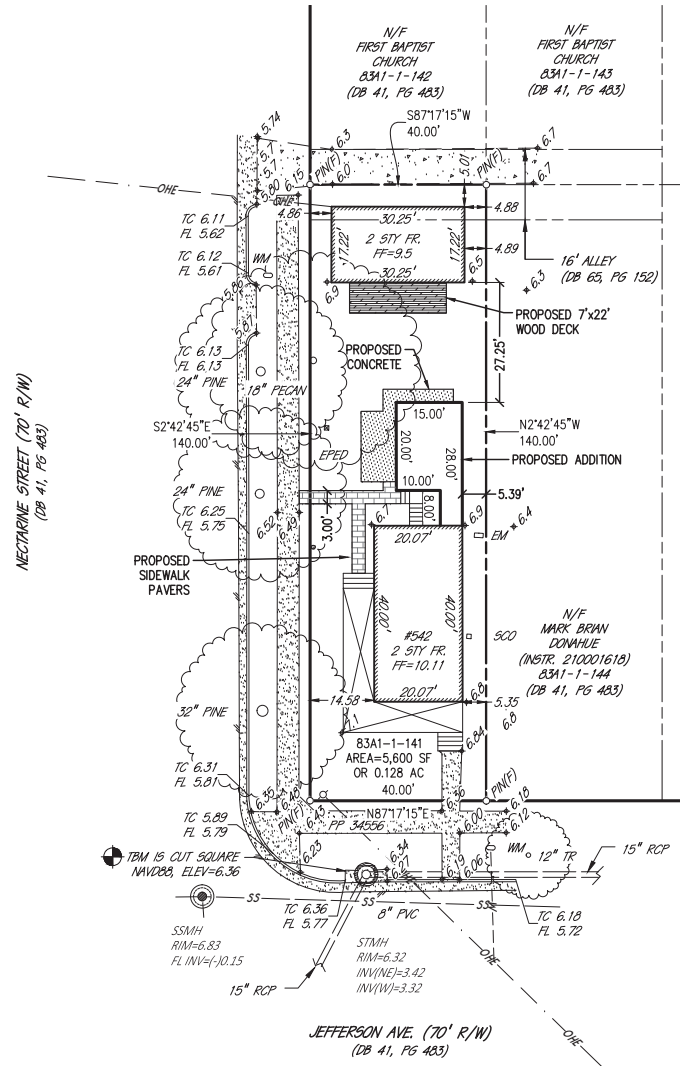
MAX. BUILDING HEIGHT: 2.5 STORIES & 40'

MIN. LOT SIZE: 5,600 SF

MIN. LOT WIDTH: 40'

MIN. DWELLING UNIT SIZE: 960 SF

MAX. DWELLING UNIT SIZE: 4,500 SF



(SEE NOTE 12, SHEET 2)

NOTES

- TAX PARCEL: 83A1-1-141
- PROPOSED NUMBER OF DWELLING UNITS = 1.
- NUMBER OF ERU's = 1.
- THIS PROPERTY APPEARS TO FALL IN FLOOD ZONE "X" AS SHOWN ON PANEL 0295F OF THE FLOOD INSURANCE RATE MAPS FOR NORTHAMPTON COUNTY, VIRGINIA, COMMUNITY NO.: 51131C, DATED 3-2-15. FLOOD ZONE INFORMATION SHOWN HEREON IS NOT GUARANTEED AND WAS APPROXIMATELY SCALED FROM THE FLOOD INSURANCE RATE MAPS FOR THE CITY/COUNTY INDICATED. MSA, PC, IS NOT A PARTY IN DETERMINING THE REQUIREMENTS FOR FLOOD INSURANCE ON THE PROPERTY SHOWN. FOR FURTHER INFORMATION AND TO CONFIRM THE FLOOD ZONE FOR THIS PROPERTY, CONTACT THE LOCAL COMMUNITY FLOOD OFFICIAL. FLOOD ZONE DETERMINATION IS BASED ON THE FLOOD INSURANCE RATE MAPS AND DOES NOT IMPLY THAT THIS PROPERTY WILL OR WILL NOT BE FREE FROM FLOODING OR DAMAGE.
- THE PROPERTY DOES NOT APPEAR TO FALL IN "FLOODPLAINS SUBJECT TO SPECIAL RESTRICTIONS".
- ALL EROSION AND SEDIMENT CONTROL MEASURES SHALL BE IN ACCORDANCE WITH THE VIRGINIA EROSION AND SEDIMENT CONTROL HANDBOOK, AND AS REQUIRED BY THE CITY'S INSPECTORS.
- DEVELOPER: YOUR HOME GIRL, LLC
DEVELOPERS ADDRESS: 4173 CHARITY NECK ROAD
VIRGINIA BEACH, VA 23457
- ALL DIMENSIONS ARE SHOWN TO BLOCK AND ARE TO BE VERIFIED BY BLOCK MASON.
- SILT FENCE SHALL BE INSTALLED IN ACCORDANCE WITH STATE STANDARD AND SPECIFICATION 3.05.
- ELEVATIONS SHOWN HEREON BASED ON NAVD88, NGS STATION (PID) FW0235.
- NORTH MERIDIAN SHOWN HEREON BASED ON VIRGINIA STATE PLANE COORDINATE SYSTEM, SOUTH ZONE, NAD83/93.

GRADING & UTILITY PLAN
FOR
LOT 141
PARCEL ID 83A1-1-141
"MAP OF THE TOWN OF CAPE CHARLES"
(DB 41, PG 483) PLAT
TOWN OF CAPE CHARLES
NORTHAMPTON COUNTY, VIRGINIA
SEPTEMBER 4, 2024



ENGINEERS | SCIENTISTS | SURVEYORS
5032 ROUSE DRIVE, SUITE 200 | VIRGINIA BEACH, VA 23462
757.490.2964 | MSAONLINE.COM

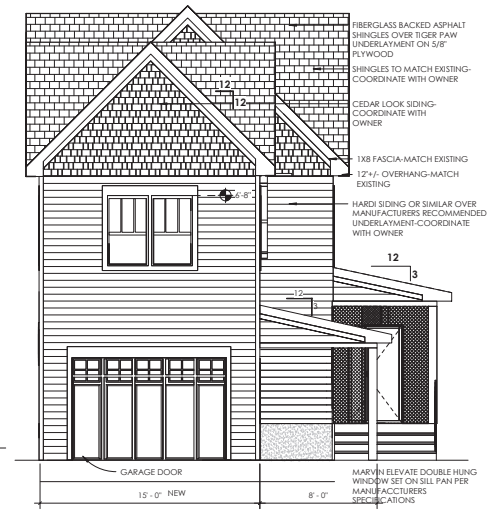


FB: 732, PG 70
DRWN. BY CJS
CHK'D. BY JJV DATE 9/4/24

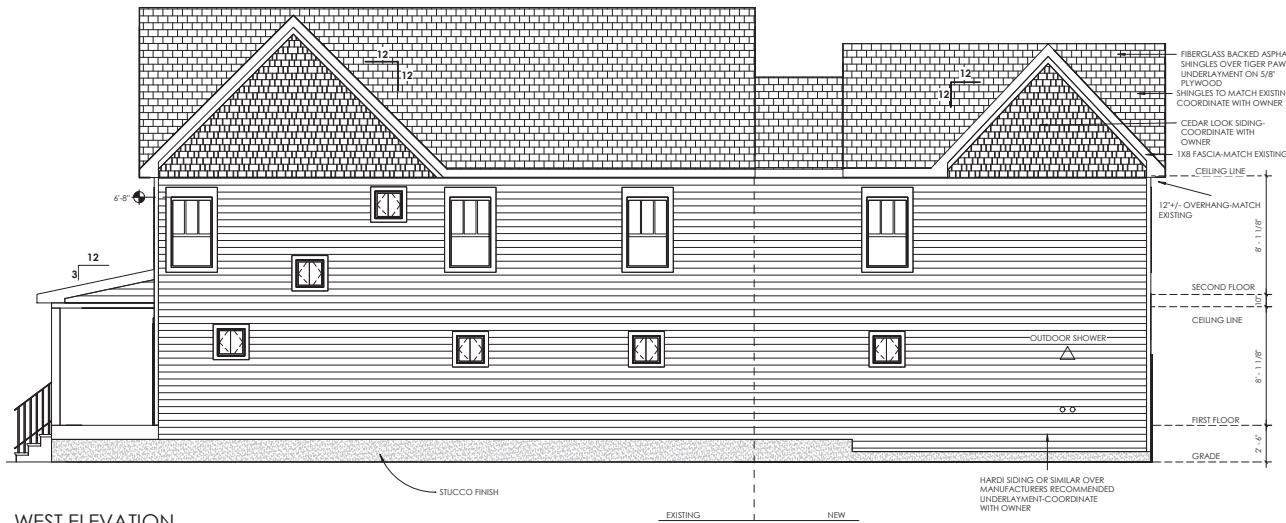
JOB # 24134
SHEET 2 OF 4



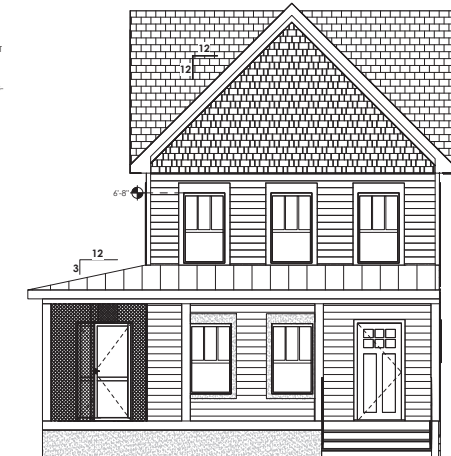
EAST ELEVATION
1/4" = 1'-0"



SOUTH ELEVATION
1/4" = 1'-0"



WEST ELEVATION
1/4" = 1'-0"



NORTH ELEVATION
1/4" = 1'-0"

GENTRY RESIDENCE
542 JEFFERSON AVE. CAPE CHARLES, VA 23310



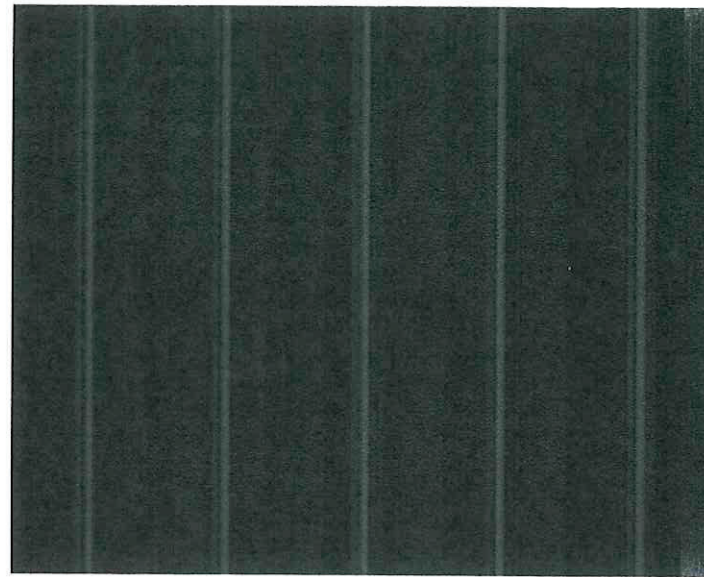
CHA PROJECT 24089
ISSUE DATE
REVISION NO. DATE

A. 2.0

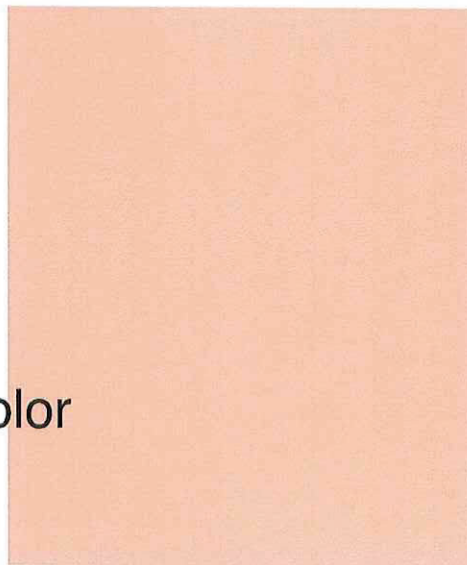
EXTERIOR ELEVATIONS



Black asphalt
shingles ~ main
roof



Metal roof ~
porches and
overhangs

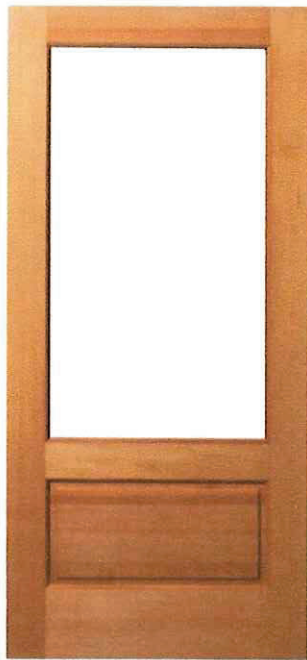


Exterior color

SW 6324
Mellow Coral



Marvin window



Front door and side
porch door



Garage entry door

Golden Cypress

All exterior decking

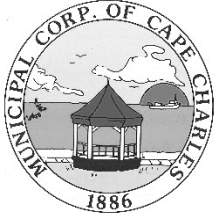


**Exterior window
trim style**

Agenda Item 6D (2)

Tax Map #83A1-1-224

Jefferson Avenue



HISTORIC DISTRICT REVIEW BOARD STAFF REPORT

Meeting Date: September 17, 2024

Item #: 6D (2) – Lot 224 Jefferson Avenue (Tax Map #83A1-1-224)

Prepared by: Tracy Outten, Planning/Zoning Assistant – Preservation & Zoning Admin

Reviewed by: Katie H. Nunez, Director of Planning & Zoning Administrator

Date: September 6, 2024

APPLICANT: Claudine Pierce dba Peacock Cottage LLC
TYPE OF APPLICATION: Pre-Application/Certificate of Appropriateness

OWNER: Marisa and Brendan Walsh

SITE ADDRESS: Lot 224 on Jefferson Avenue

TAX MAP: 83A1-1-224

LOT SIZE: 5,600 sq. ft.

WORK TO BE PERFORMED: New 1,410 square feet, 2-1/2 story single-family residence

CURRENT ZONING: Residential (R-1)

HISTORIC REGISTER: Not listed

Description: N/A

Accessory Structure: N/A

DATE APPLICATION RECEIVED: August 6, 2024

PRE-APPLICATION MTG: September 6, 2024

DATE APPLICATION DEEMED COMPLETE: August 6, 2024

LEGAL DEADLINE: HDRB Decision (60 Days from Complete Application): October 7, 2024

The applicant is seeking to construct a 1,410 sq. ft., two and a half story single-family residence with a 30' x 8' (240 sq. ft.) one story and two-story front/side porch, and a second floor screened rear porch with an enclosed shower under the stairs. The application also includes the installation of a sidewalks on the front and west side of the lot and walkway. Although this lot is currently vacant, new construction should be compatible, sympathetic, and complementary to existing buildings.

AERIAL MAP



MATERIALS: (Exact specifications are needed as applicant used terms such as “or equal” and “or similar”)

Roof: House – GAF Timberline Asphalt Shingles (Pitch: 10/12); Porch – Standing Seam Metal

Chimney: Brick Veneer

Siding: Hardie 6” Exposure Smooth Lap

Trim: Roof Fascia & Gable: 1” Azek Board

Windows: Marvin Elevate *[or equal]* Double Hung *[unless otherwise noted]* Fiberglass Composite exterior with wood interior 2/2; Trim: Side: 5/4 x 4 Azek *[or equal]*, Head: 5/4 x 6 Azek *[or equal]* with Azek; Sills: Azek historic

Doors: Front: Custom 36” wide Wood 2 raised panels with glass sidelines and glass transom; Marvin Elevate French Inswing

Front/Side Porch: Decking: Wood 1 x 4 tongue & groove; Columns: 12” Round Composite with Colonial Cap/Base; Balustrade – Timbertech Classic Composite series; Piers: Brick; Steps: Treads – Mahogany & Risers - PVC

Rear Porch: Decking: *No material given*; Handrails: Timbertech Classic Composite series; Columns: 12” Round Composite with Colonial Cap/Base; Screen: Panels; Bottom Base: Smooth Hardie Board Panels with 1 x 4 Panel Trim; Fixed Shutter: *no material given*

Foundation: Parged concrete masonry block

Outdoor Shower: *No material given*

STAFF ANALYSIS UPDATE

ZONING COMPLIANCE

The proposed project is seeking to construct 1,200 square feet, two and a half story single-family residence with a 240 square feet one story and two-story front porch, a second floor screened rear porch with an enclosed shower under the stairs, and the installation of a sidewalk on both the front a west side of the property as required by Town Code. 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. As of when the applicant submits for a building permit, a full set of building plans must be provided that includes a required Site Plan and Landscape Plan that details both the removal of existing trees if necessary and the proposed addition of trees to conform with CCZO Appendix F – Tree Conservation and Preservation Ordinance along with the Historic District Overlay Design Guidelines Section 9.5 Landscaping.

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 OVERLAY DESIGN GUIDELINES:

Section 5.13: New Construction of Primary Buildings

Section 9.1: Hardscaping (Driveways, Walkways, & Other Paving)

Section 9.4: Appurtenances

Section 9.5: Landscaping

STAFF RECOMMENDATION:

Staff is requesting the HDRB to review the application material submitted provided by the applicant and determine if the proposed new home is in keeping with the Guidelines of the Historic District and reflect the character and historic appearance of the neighborhood.

Staff is prepared to assist 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 six (6) months from the date of issuance if the work authorized thereby is not commenced by the end of such six (6) 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 six (6) months after being commenced.

Attachments:

Attachment 1 – Zoning Checklist

Attachment 2 – Application and Documents

DECISION OF ZONING REVIEW

BY: Tracy Outten, Planning & Zoning

Asst. Preservation & Admin.

DATE: September 10, 2024

REVIEW DONE FOR: HDRB Mtg

COMMENTS: PRELIMINARY

DECISION:

ZONING REVIEW CHECK LIST**Residential -1 District**

Address of Property	Jefferson Avenue
Property Owner's Name	Marisa and Brendan Walsh
Tax Map #	83A1-1-224
Seeking Permit for:	New 1,410 sq. ft., 2-1/2 story single-family residence with a 240 sq. ft. one and two-story front and side porch; sq. ft. rear second floor porch with an enclosed outdoor shower under the stairs

- ☒ 1) Verify that proposed use is use allowed by right: Single Family dwelling or accessory building (shed, garage) or Home Occupations or other: **New 1,410 sq. ft., 2-1/2 story single-family residence with a 240 sq. ft. one and two-story front/side porch; rear second floor porch with an enclosed outdoor shower under the stairs**
- ☒ 2) Site Plan submitted? If not, have Applicant prepare and complete Site Plan in compliance with Appendix B. **MidAtlantic Surveying and Land Design, Inc dated 8/24/2023**
- ☒ 3) Lot & Dwelling Size & LOT COVERAGE

ORDINANCE REQUIREMENT		
Lot Size	Dwelling Unit Size	LOT COVERAGE (Section 4.2 (E) (6))
Up to 5,600 sq ft	Need to comply with Lot Coverage requirement	The sum of the footprint square footage of all buildings on the lot shall be less than 50% of the total lot square footage
5,600 Sq. Ft (40' x 140')	960 sq ft (min) to 2,400 sq ft. (max)	
5,601 – 8,400 sq. ft	960 sq ft (min) to 3,000 sq ft (max)	
8,401+ sq ft	Max of 4,500 sq	
NOTES: - Ordinance adopted 7/14/1992 (a) Patios, Porches, Decks, Attached Garages & Detached Accessory Structures are not included in the calculation of the dwelling unit square footage. (b) If multiple lots are used, see Section 4.2 (E) (7 & 8) for additional Lot Coverage Rules (c) If lot smaller than 5,600 sq ft, the total footprint area of all accessory building lot coverage shall not exceed ten percent (10%), per Section 4.2 (E) (13)		

LOT SIZE	HOUSE SQ FT	ACCESSORY STRUCTURE SQ FT	TOTAL SQ FT OF ALL BUILDINGS	LOT COVERAGE CALC	In Compliance or Not?
5,600	1,410	0	1,410	25.30%	YES

- ☒ 4) Setbacks – Conforming Lots (up to 5,600 sq ft):
 (a) Front: 30 ft or prevailing: **PREVAILING 25 ft.**
 (b) Side: 5 ft: **Actual: West: 5.2 ft East: 5.2 ft**
 (c) Rear: 25 ft: **Actual: 25 ft**
If nonconforming lot, then rear setback may be 5 ft if lot less than 40 ft in width
SEE NOTES FOR ACCESSORY BUILDINGS
 (d) Corner Lots – Minimum Side is 5 ft. or prevailing: **5.2**
NOTES:
 • **DECKS & PATIOS NOT ALLOWED IN FRONT YARD;**
 • **See Section 4.2 (F) for Projections Allowed in Required Setbacks.**
- ☒ 5) Is there a fence/wall? **NO FENCE or WALL INDICATED.**
 If yes, then minimum distance of 2 ft from any sidewalk, alley or public right of way; must be 1 inch from adjacent property boundaries.
 If yes, max height for rear fence is 6 ft & max height for side and/or front yard fence is 4 ft.
- ☒ 6) Minimum Lot Width – 40 ft.
- ☒ 7) Height Restrictions for Main Structure/House: 40 ft' height max or 2 ½ stories: **Actual: 30 ft.**
 (see Sec. 4.2 (C) for exceptions)
- ☐ 8) Development Standards – HISTORIC DISTRICT REVIEW BOARD (HDRB) determines compliance with Historic District Guidelines and Overlay District Requirements
 a) Proportions – 1:1 to structures in neighborhood:
 b) Scale and orientation: **YES**
 c) Roof Pitch – prevailing standard or 8:12: **Actual: 10:12**
 d) Windows & Doors: **YES**
 • Double hung windows or prevailing standard; jalousie, picture, and horizontal windows only in traditional American ranch style architecture: **Double-hung 2/2**
 • Exterior doors should be paneled or have glass panels; flush doors not allowed. **Front: 2-panel with glass sidelights and transom, Rear: French**
 e) Porches – min depth of six feet & cover 80% of width of front building façade.: **30 ft. & 100%**

ACCESSORY STRUCTURES ONLY – Additional Requirements: NOT APPLICABLE

- ☐ 9) ACCESSORY STRUCTURE – Additional Requirements
 a) Not located in front or side yard: _____
 b) No closer than 5 ft to any alley line: _____
 c) No closer than 2 ft to any side or rear lot line: _____
 d) If lot frontage is less than 80 ft, then the sum of all accessory buildings shall be less than footprint of primary residence or 550 sq. ft, whichever is the lesser: _____
 e) If lot frontage is greater than or equal to 80 ft, the sum of all accessory buildings shall be less than the footprint of the primary residence or 660 sq. ft., whichever is less: _____
- ☐ 10) Height Restrictions for Accessory Structures:
 a) If house is no more than one story above grade, the height of Accessory Structure cannot be taller than house (Sec. 4.2 (E) (9): _____
 b) If house is more than one story above grade, then Accessory Structure shall be no higher than 2/3 the height of the main structure or 24 ft, whichever is less (Sec. 4.2 (E) (10): _____

☐ 11) Distance between Accessory Structure and Main Building – min of 15 ft.: N/A

- NA** 12) PHYSICAL CHARACTERISTICS: Will there be an accessory dwelling? NO
- a. Accessory dwellings shall be located in an accessory building.
 - b. Accessory dwellings shall not have a floor area exceeding forty-five (45) percent of the floor area of the main building.

MAIN BLDG FLOOR AREA	45% ALLOWANCE for ADU FLOOR AREA	ACTUAL ADU FLOOR AREA

- c. Accessory dwellings shall have one kitchen, one bathroom, and a sleeping area.
- d. Accessory buildings shall not have the appearance of a single-family dwelling

- NA** 13) Occupancy characteristics for Accessory Dwelling Units – Affidavit signed and submitted re: NO STRS/no TRANSIENT OCCUPANCY – NOT APPLICABLE



Certificate of Appropriateness Application

New Construction

Planning & Zoning Department
2 Plum Street; Cape Charles, VA 23310
757-331-3259 x24
planningtech@capecharles.org

Revised 05/2023

Taxes	✓
Violations	NA
Fee	\$500 PD
Decision	HDRB

Budget Code: HISTF 100-3100-1100

PART 1: APPLICATION NOTES

A Certificate of Appropriateness (COA) is required for all applications for zoning clearances and permits involving any new construction, including accessory structures, within the Cape Charles Historic District Overlay. A pre-application meeting is available upon request prior to submitting this application. ** The applicant is responsible for confirming and obtaining all necessary building permits after approvals.*

The following documents must be submitted to the Town for review before this application can be reviewed. In addition to these documents, the COA application and requested supporting information must be deemed complete prior to being evaluated.

- | | | |
|---|---|---|
| ☒ A) Site Plan | ☒ B) Elevations | ☒ C) Zoning Clearance Application |
| ☒ D) Photos of existing lot | ☒ E) Renderings | ☒ F) Photos of proposed materials |
| ☒ G) Owner Permission Affidavit | ☒ H) Payment of Fee | ☐ I) Tree Permit Application |

Owner signature: *Marisa C Walsh*

Date:

PART 2: PROPERTY INFORMATION

Property Address: **Corner of Jefferson and Pine Street**

Tax Map # **83A1-1-224**

Is there an active Certificate of Appropriateness on this property? ☒ No ☐ Yes _____ Date

Zoning District **R-1**

PART 3: PROPERTY OWNER INFORMATION

Name and/or Company: **Marisa and Brendan Walsh**

Mailing Address: **1554 Chatham Colony Ct, Reston, Virginia 20190**

Phone Number: **703 638 3411**

Email: **Brendan_Marisa@Mac.Com**

PART 4: APPLICANT INFORMATION

☐ Check here if applicant is owner. (If applicant is not the property owner, an Owner's Permission Affidavit must be attached.)

Name and/or Company: **Claudine Pierce for Peacock Cottage LLC**

Mailing Address: **PO Box 118, Cheriton, Virginia 23316**

Phone Number: **703-609-5818**

Email: **mypeacockcottage@gmail.com**

PART 5: PROJECT INFORMATION

Proposed Project Description (If any tree removal is being proposed a Tree Permit Application must be completed.):
New two and a half story house with a two story porch on North/West side of house and an upper second floor screened porch on Southside of house

PART 6. NEW CONSTRUCTION			
See Section 5.13 & 6 of the Historic District Design Guidelines			
First Floor Building Area (sq. ft.): 1200 S. F footprint		Total Gross Floor Area (sq. ft.): 2650 S.F	
Front Building Setback (ft.): 25'		Building width (ft.): 30'	
Building Height	Feet: 30'	Stories: 2.5	Roof pitch: 12/10
A. Foundation	Material to be used: Parged CMU block		
B. Roofing	Material to be used: GAF Timberline Asphalt shingles on main roof and standing seam metal on porch roof.		
	Chimney? ☐ No ☒ Yes - Number 1 Materials: Brick Veneer		
C. Siding	Material to be used: Hardi smooth siding	Dimensions: 6" exposure	
D. Steps	Material to be used: Wood Porch treads and PVC risers		
E. Railing	Style and Material to be used: Timbertech Classic composite series with premier rail and classic balusters		
F. Porch	Length: 30' Width: 8'		
	Material to be used: Floor: 1 x 6 horizontal pvc boards		Skirting: 1 x 6 horizontal pvc boards
	Columns? ☐ No ☒ Yes - Number 6 Style & Materials: 12" round composite columns with Colonial cap/base		
G. Deck	Length: NA	Width:	Material to be used:
H. Doors	Width: 36" Height: 6'-8"		
	Material and Configuration: attach a picture (i.e., glass panes, divisions, decorative details & panels) Painted wood 2 panel door with sidelights and transom for front door.		
I. Windows	Configuration (i.e., double-hung sash, 2/2, 6/1, 6/6, etc.) attach a picture: 2/2 double hung sash - see elevations and schedule		
	Material: composite with SDLs		
	Width: see elevations	Height: see elevations	Depth:
J. Trim	Material to be used: Azek historic sill and flat trim on windows.		
	Dimensions: See detail		
K. Hardscape	Indicate the placement and dimensions of any of the following on your site plan. Driveway: ☒ No ☐ Yes - Materials: _____ Walkway: ☐ No ☒ Yes - Materials: concrete Fence: ☒ No ☐ Yes - Materials: _____ Patio: ☒ No ☐ Yes - Size: _____ Materials: _____ Outdoor shower: ☐ No ☒ Yes - ☐ Not Enclosed ☒ Enclosed - Materials: _____ Under second floor porch stairs Pool: ☒ No ☐ Yes - Requires a Conditional Use Permit Accessory Structure: ☒ No ☐ Yes - Complete an additional COA application for the structure		

Describe how the proposed construction will relate to the architectural scale, massing, volumes, and styles represented within the historic district. Attach pictures of the neighborhood (e.g., adjacent buildings, streetscapes).

Proposed house design is consistent with the neighboring homes in regard to architectural scale, volume and styles represented in the historic district.

Indicate the proposed materials if not listed above, distinctive architectural features and ornamentation:

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.

Applicant's signature: Claudine H. Pierce

Date: 8/4/2024

Zoning Administrator's signature: _____

Date: _____



Owner Affidavit for Permission to Represent

Planning & Zoning Department
2 Plum Street; Cape Charles, VA 23310
757-331-3259 x24

planningtech@capecharles.org

Revised 03/2023

Taxes

Violations

Fees

Decision

PART 1. APPLICATION NOTES

Use this form to give permission for a contractor, architect, or other individual to represent the owner of a property in matters within the Town of Cape Charles.

PART 2: PROPERTY INFORMATION

Property Address:

Tax Map #:

PART 3: PROPERTY OWNER INFORMATION

Name and/or Company:

MARISA & BRENDAN WALSH

Mailing Address:

1554 Chatham Colony Ct. Reston, VA 20190

Phone Number:

703-638-3411

Email:

brendan-marisa@mac.com

I hereby give authority to the following representative to act on my behalf on the following matter:

Claudine Pierce, Peacock Cottage

PART 4: REPRESENTATIVE INFORMATION

Name and/or Company:

Claudine Pierce, Peacock Cottage LLC

Mailing Address:

P.O. Box 118, Chariton Va 23316

Phone Number:

7036095818

Email:

mypeacockcottage@gmail.com

☒ to file documents on my behalf

☒ To represent me in meetings with Town officials

Name and/or Company:

Mailing Address:

Phone Number:

Email:

☐ to file documents on my behalf

☐ To represent me in meetings with Town officials

Signature of owner:

Marisa & Brendan Walsh

Date: 29/March/2024

State of

Virginia

County of

Fairfax

29 day of

March

20

24

by

Walsh Brendan Daniel and Walsh Marisa

(Name of person acknowledged)

Signature of Notarial Officer:

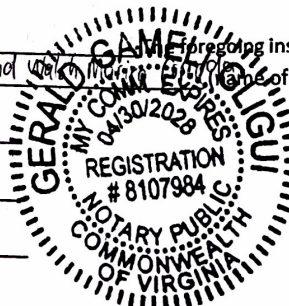
C. B. B. B.

Notary Registration number:

8107984

My commission expires:

04/30/2028



Seal

PEACOCK COTTAGE LLC

P.O Box 118
Cheriton, Virginia 23316
mypeacockcottage@gmail.com

August 4th, 2024

Town Planner and Zoning Administrator
Town of Cape Charles

Re: Letter of Intent for Construction of New house
Corner of Jefferson and Pine Street
Tax parcel 83A1-1-224

Dear Katie,

Please find attached the application for Certificate of Appropriateness for a new house on the south east corner of Jefferson and Pine Street.

The existing lot is a standard lot with a 5600 sq. ft. lot area. We have confirmed the lot setbacks with you as being:

Front setback - prevailing setback of 25'

Side setbacks - 5'

Rear Setback- 25'

The owners are proposing to build a two and a half story gabled roof house with a first floor foot print of 1200 sq. ft [not including porches]. The new finish floor will be 36" above the existing grade to match the approximated prevailing first floor elevation of the neighboring houses. A new two story front porch with brick piers will span the front of the house on Jefferson Avenue and will also wrap around onto Pine Street. The new main roof shall have a pitch of 12/10 to blend with the surrounding houses in the neighborhood. Note that the houses to the direct east of the house and directly across the street are both new construction.

The proposed exterior finishes are as follows:

1. Main house foundation - Parged concrete masonry block
2. Porch Piers - Brick
3. Siding- Hardi Siding 6" exposure smooth lap siding
4. Windows - Marvin Elevate [or equal] fiberglass composite exterior with wood interior. Windows to be double hung [unless otherwise noted] with 2/2 SDL's.
5. Window sill - Azek historic sill
6. Window side trim - 5/4 x 4 Azek [or equal] trim
7. Window head trim - 5/4 x 6 Azek[or equal] with Azek drip edge cap
8. Front door to be Custom painted wood 36" wide two raised panel with glass sidelines and glass transom
9. Porch columns to be 12" diameter tapered round columns with colonial cap/base
10. Front porch steps - Treads to be mahogany. Risers to be painted PVC.

11. Front porch rails rail / posts - Timbertech Classic composite series
12. Front porch floor - Tongue and groove 1 x 4 wood
13. Porch Roof - Standing seem metal roof
14. Main roof - GAF Timberline asphalt shingles
15. Main roof fascia and gable trim - Azek 1 x material

Please see the attached specifications for each of the materials listed above.

If you need any additional information please let me know.

Thank you,

Claudine H Pierce

Claudine H Pierce
Peacock Cottage, LLC

CIVIL LEGEND

SYMBOL/ABBREVIATION	DESCRIPTION
○ TEXT	MANHOLE
○ 300	SANITARY CLEANOUT
● TEXT	VALVE
⊕	DROP INLET
—X—X—	SILT FENCE
—X—X—	PROPERTY LINE
—X—X—	BUILDINGS
—X—X—	FORCE MAIN
□	TRAFFIC BOX
—X—X—	PAVEMENT
—X—X—	CONCRETE
⊕	TEMPORARY BENCHMARK (TBM)
—X—X—	ELEVATIONS (EXISTING)
—X—X—	ELEVATIONS (PROPOSED)
—X—X—	SILT FENCE
HP	HIGH POINT
MG	MATCH GRADE

AS PER CAPE CHARLES ZONING ORDINANCE, THIS SITE IS ZONED R-1 (SINGLE FAMILY RESIDENTIAL DISTRICT), SETBACKS, LOT AREA REQUIREMENTS AND HEIGHT RESTRICTIONS AS PER ZONING ORDINANCE:

FRONT: 30' OR PREVAILING SETBACK IN BUILT-UP NEIGHBORHOODS
 REAR: 25'
 SIDE: 5'
 SIDE (ALONG STREET): 5'
 MAX. BUILDING HEIGHT: 2.5 STORIES & 40'
 MIN. LOT SIZE: 5,600 SF
 MIN. LOT WIDTH: 40'
 MIN. DWELLING UNIT SIZE: 960 SF
 MAX. DWELLING UNIT SIZE: 4,500 SF

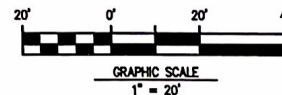
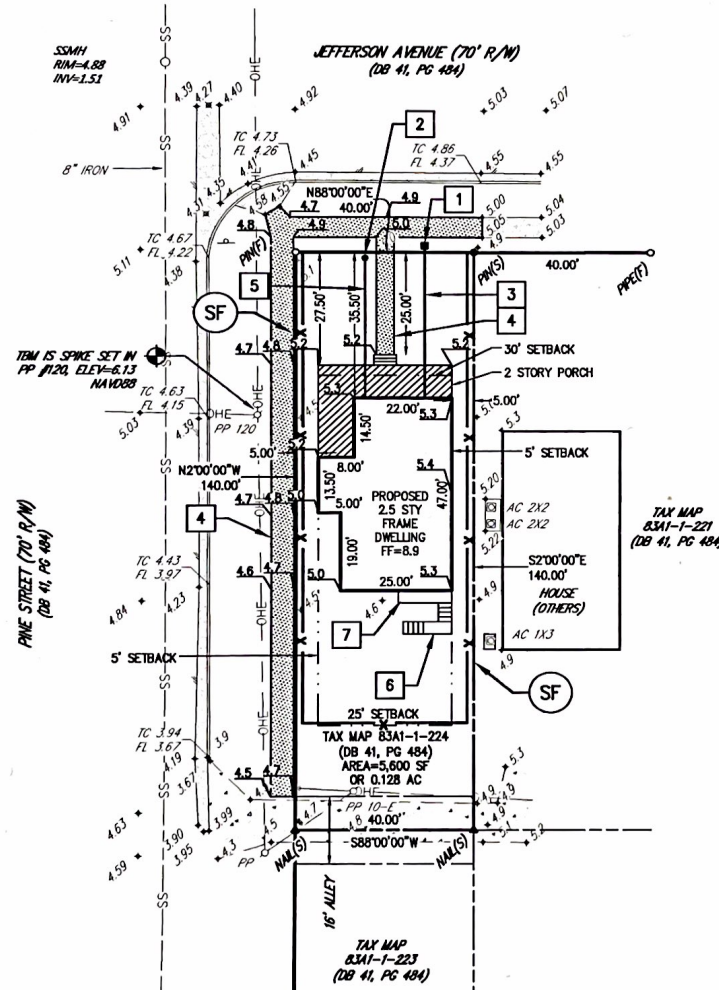
PROPOSED HOUSE, PORCH, STAIRS = 1,850 SF
 PROPOSED SIDEWALK = 100 SF
 TOTAL IMPERVIOUS = 1,750 SF
 LOT AREA = 5,600 SF
 IMPERVIOUS AREA = 1,750 SF
 TOTAL REMAINING = 3,850 SF
 IMPERVIOUS PERCENTAGE = 31%

NEW WORK KEYNOTES

1. PROPOSED SANITARY CLEANOUT
2. PROPOSED WATER METER
3. PROPOSED SEWER LINE
4. PROPOSED CONCRETE SIDEWALK
5. PROPOSED WATER SERVICE
6. STAIRS TO 2ND FLOOR PORCH
7. OUTDOOR SHOWER UNDER STAIRS

NOTES

1. TAX PARCEL: 03A1-1-224
2. PROPOSED NUMBER OF DWELLING UNITS = 1.
3. NUMBER OF ERU's = 1.
4. THIS PROPERTY APPEARS TO FALL IN FLOOD ZONE "SHADED X" AS SHOWN ON PANEL 025F OF THE FLOOD INSURANCE RATE MAPS FOR NORTHAMPTON COUNTY, VIRGINIA, COMMUNITY NO. 51131C, DATED 5-2-15. FLOOD ZONE INFORMATION SHOWN HEREON IS NOT GUARANTEED AND WAS APPROXIMATELY SCALED FROM THE FLOOD INSURANCE RATE MAPS FOR THE CITY/COUNTY INDICATED. MSA, PC, IS NOT A PARTY IN DETERMINING THE REQUIREMENTS FOR FLOOD INSURANCE ON THE PROPERTY SHOWN. FOR FURTHER INFORMATION AND TO CONFIRM THE FLOOD ZONE FOR THIS PROPERTY, CONTACT THE LOCAL COMMUNITY FLOOD OFFICIAL. FLOOD ZONE DETERMINATION IS BASED ON THE FLOOD INSURANCE RATE MAPS AND DOES NOT IMPLY THAT THIS PROPERTY WILL OR WILL NOT BE FREE FROM FLOODING OR DAMAGE.
5. THE PROPERTY DOES NOT APPEAR TO FALL IN "FLOODPLAINS SUBJECT TO SPECIAL RESTRICTIONS".
6. ALL EROSION AND SEDIMENT CONTROL MEASURES SHALL BE IN ACCORDANCE WITH THE VIRGINIA EROSION AND SEDIMENT CONTROL HANDBOOK, AND AS REQUIRED BY THE CITY'S INSPECTORS.
7. DEVELOPER: MARISA & BRENDAN WALSH
 DEVELOPERS ADDRESS: 1554 CHATHAM COLONY COURT
 PRESTON, VIRGINIA 20190
8. ALL DIMENSIONS ARE SHOWN TO BLOCK AND ARE TO BE VERIFIED BY BLOCK MASON.
9. AREA OF LAND DISTURBANCE: 5,800 SF OR 0.128 AC.
10. SILT FENCE SHALL BE INSTALLED IN ACCORDANCE WITH STATE STANDARD AND SPECIFICATION 3.05.
11. ELEVATIONS SHOWN HEREON BASED ON NAVD83, MGS STATION (PD) FW0235.
12. NORTH MERIDIAN SHOWN HEREON BASED ON DB 41, PG 483.



FB: 727, PG 32
 DRAWN BY: CJS
 CHK'D BY: JJV DATE: 8/5/2024

GRADING & UTILITY PLAN
 FOR
 PARCEL ID 03A1-1-224
 "MAP OF THE TOWN OF CAPE CHARLES"
 (DB 41, PG 483) PLAT
 TOWN OF CAPE CHARLES
 NORTHAMPTON COUNTY, VIRGINIA
 AUGUST 5, 2024



MSA
 ENGINEERS | SCIENTISTS | SURVEYORS
 5032 ROUSE DRIVE, SUITE 200 | VIRGINIA BEACH, VA 23462
 757.490.9264 | MSAONLINE.COM

JOB # 24123
 SHEET 2 OF 4

Walsh Residence
Photos of Existing Lot and Neighboring houses



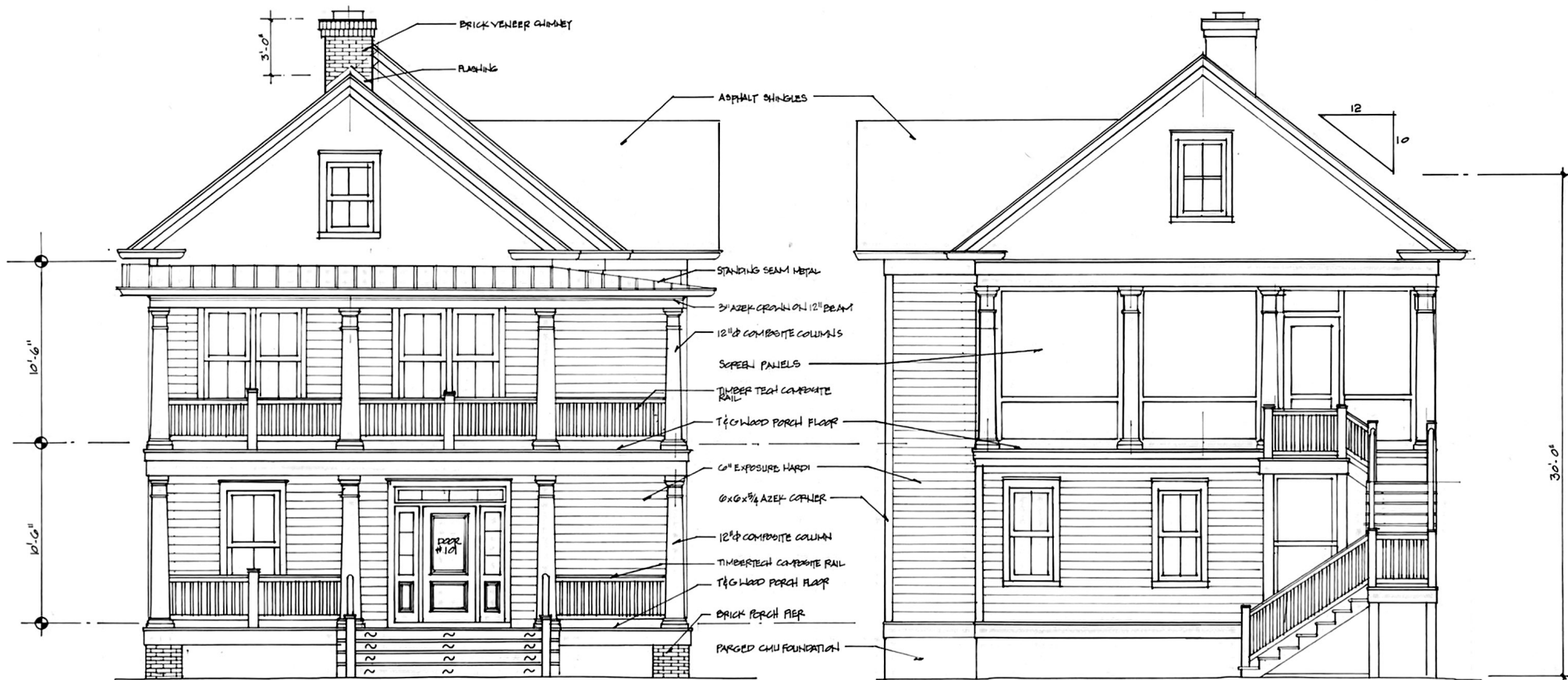
Lot from Pine Street



Lot from Jefferson Ave



Houses across the street on Jefferson Ave



FRONT ELEVATION

1/4" = 1'-0"

REAR ELEVATION

WALSH RESIDENCE

SCALE:	APPROVED BY:	DRAWN BY:
DATE:		REVISED:
		DRAWING NUMBER



LEFT SIDE ELEVATION

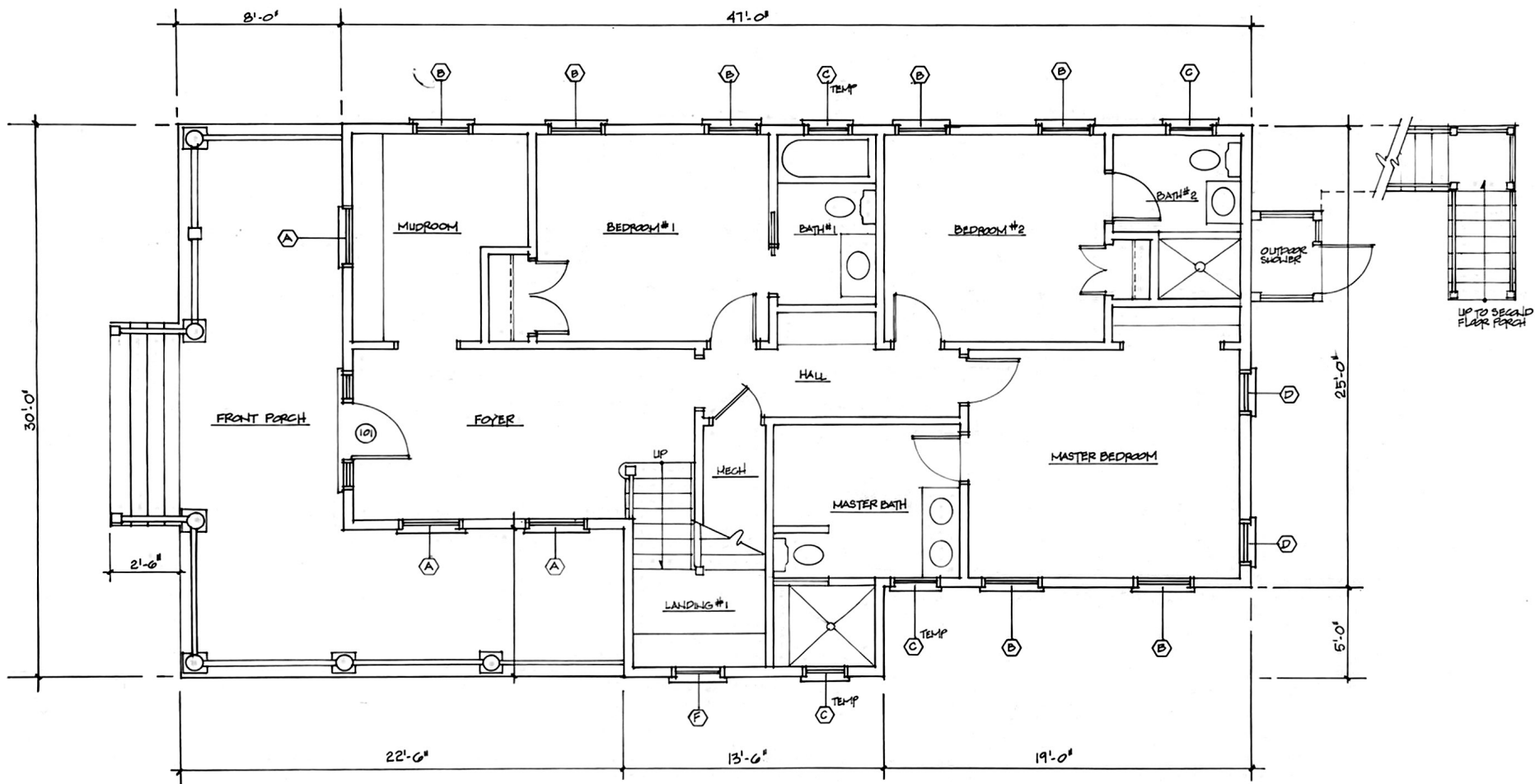
WALSH RESIDENCE		
SCALE:	APPROVED BY:	DRAWN BY:
DATE:		REVISED:
		DRAWING NUMBER



RIGHT SIDE ELEVATION

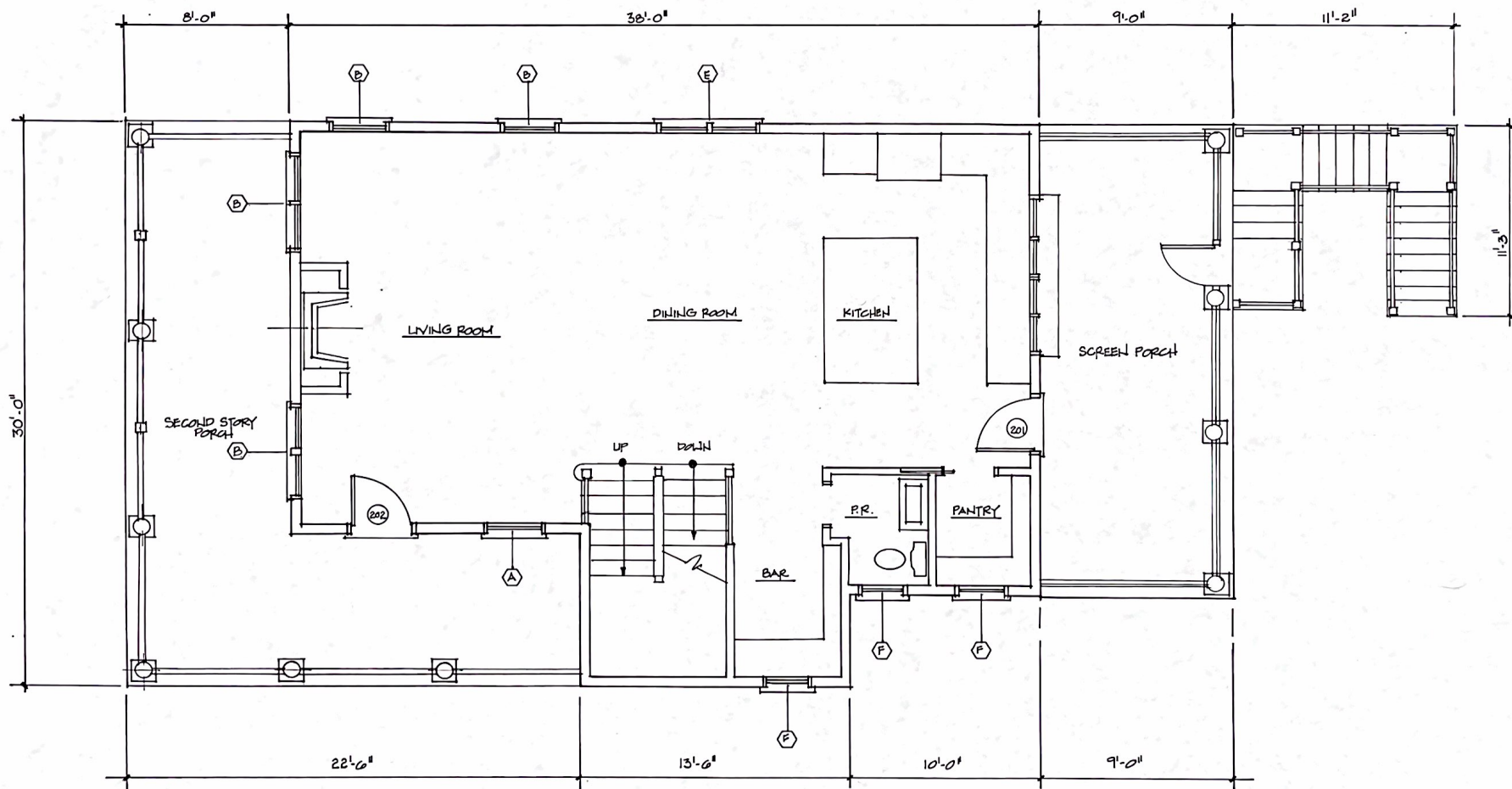
WALSH RESIDENCE

SCALE:	APPROVED BY:	DRAWN BY:
DATE:		REVISED:
		DRAWING NUMBER



FIRST FLOOR PLAN

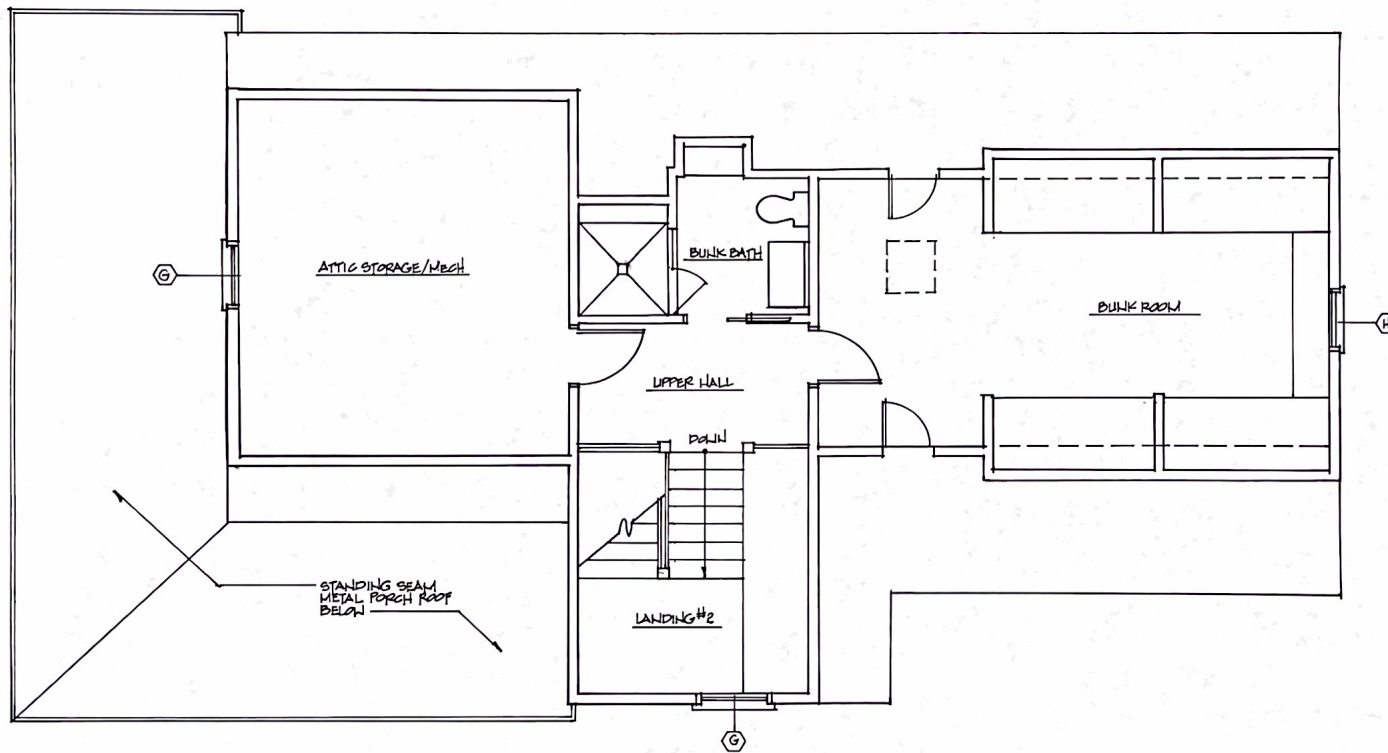
WALSH RESIDENCE			
SCALE:	APPROVED BY:	DRAWN BY	
DATE:		REVISED	
		DRAWING NUMBER	



SECOND FLOOR PLAN

WALSH RESIDENCE

SCALE:	APPROVED BY:	DRAWN BY:
DATE:		REVISED:
		DRAWING NUMBER

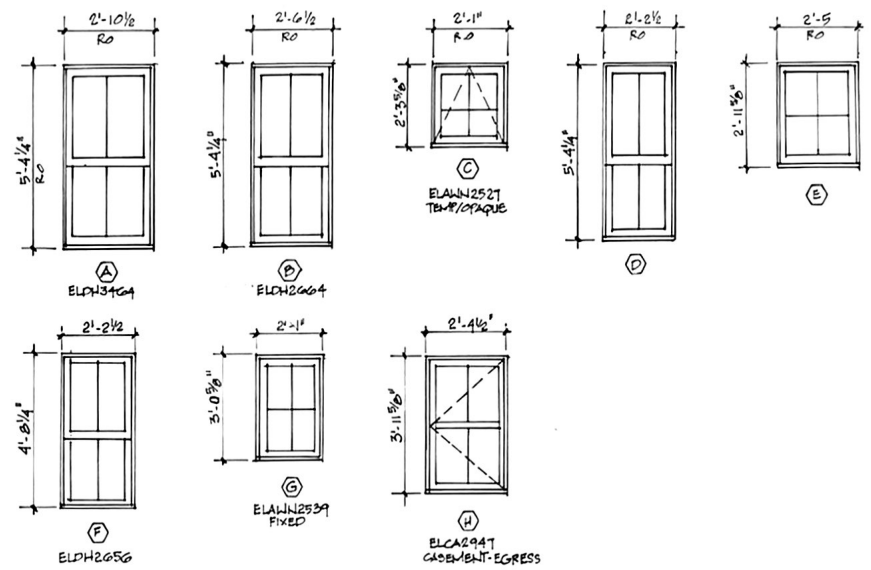


ATTIC FLOOR PLAN

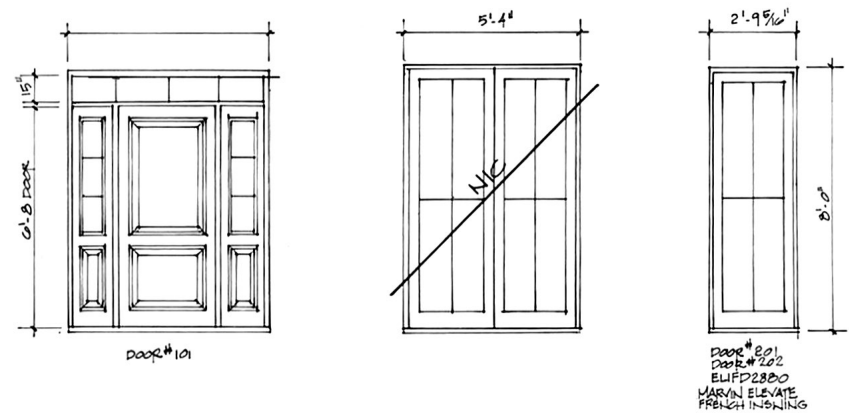
$\frac{1}{4}'' = 1'-0''$

WALSH RESIDENCE

SCALE:	APPROVED BY:	DRAWN BY:
DATE:		REVISED:
		DRAWING NUMBER



WINDOW SCHEDULE



EXTERIOR DOOR SCHEDULE

WALSH RESIDENCE

SCALE:	APPROVED BY:	DRAWN BY:
DATE:		REVISED:
		DRAWING NUMBER

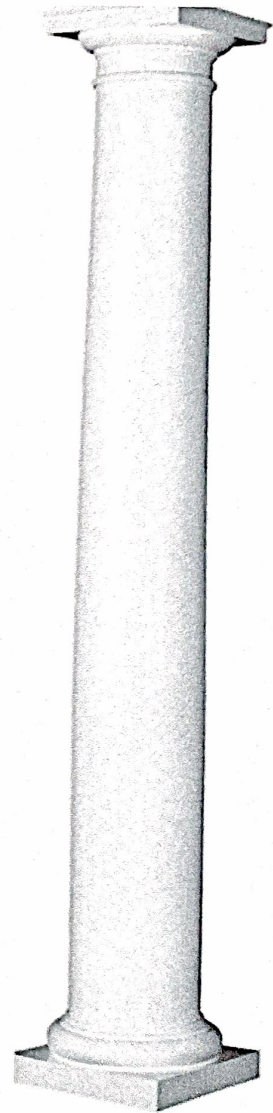
Walsh House Specification Photos



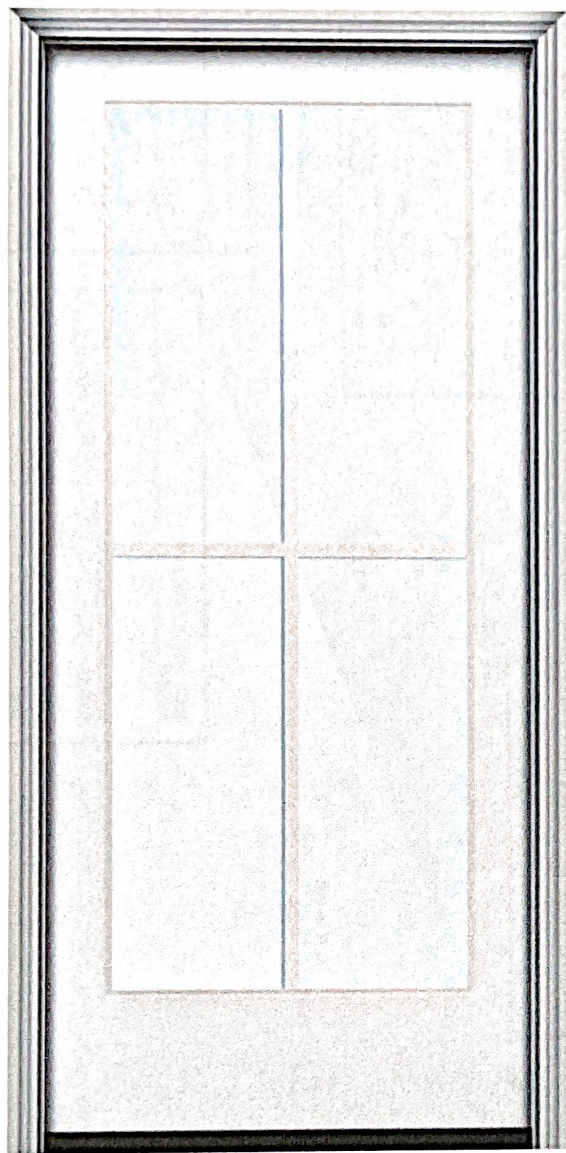
Railings/Steps



James Hardy 6" Exposure Siding



H B & G Permacast round columns



Doors #201 and #202
Marvin Elevate French Door with SDLs

Round Tapered **PERMA**Cast® Plus Columns

ROUND PERMACAST® PLUS COLUMN DIMENSIONS (IN INCHES)*

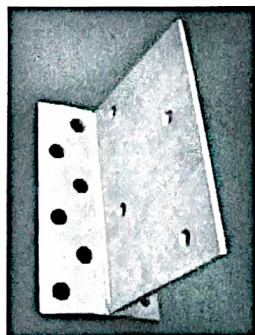
Col. Size	A	B	C	D	E	F	G	J	K	L	O	N	R	T	Lengths Avail. (ft.)
6"	5 5/8"	4 1/4"	9"	1 1/2"	1 1/4"	3/4"	3/4"	1 1/4"	1 1/2"	8"	1"	6 1/4"	3 3/4"	4 3/8"	4, 6, 8
8"	7 5/8"	6 1/4"	10 1/2"	1 7/8"	1 3/4"	3/4"	3/4"	1 1/4"	1 1/2"	9 1/4"	1 1/2"	2 1/4"	4 3/8"	4 1/2"	5, 6, 8, 9, 10
10"	9 5/8"	8 1/4"	13 1/2"	2 3/8"	2 1/4"	3/4"	3/4"	1 1/4"	1 1/2"	11 1/4"	5/8"	2 1/4"	5 1/4"	5"	6, 8, 9, 10, 12
12"	11 5/8"	9 3/4"	16 1/2"	2 7/8"	2 3/4"	3/4"	3/4"	1 1/4"	1 1/2"	13 3/4"	3/4"	2 3/4"	6 1/4"	5 3/4"	6, 8, 9, 10, 12, 14, 16, 18
14"	13 5/8"	11 5/8"	19 1/2"	3 3/8"	3 1/4"	1 1/8"	1"	2"	2 1/8"	17"	7/8"	2 5/8"	7 3/4"	7"	8, 9, 10, 12, 14, 16, 18
16"	15 5/8"	13 5/8"	22"	3 7/8"	3 3/4"	1 1/8"	1 1/8"	2 1/4"	2 3/8"	19 5/8"	1"	3"	8 3/8"	8"	8, 10, 12, 14, 16, 18, 20
18"	17 1/8"	15 1/8"	24 5/8"	4"	4"	1 1/8"	1 1/8"	2 3/4"	3 1/8"	22 5/8"	1 1/8"	10 3/4"	9 5/8"	8 3/4"	8, 10, 12, 14, 16, 18, 20, 22, 24, 26
20"	19 1/8"	17 1/8"	27"	4 1/4"	4 1/2"	2"	1 1/8"	2 7/8"	3 3/8"	24 5/8"	1 1/2"	10 3/4"	11 1/4"	9"	10, 12, 14, 16, 18, 20, 22, 24
22"	21 1/8"	19 1/4"	30 1/4"	5"	5"	2"	1 1/8"	3"	3 3/4"	27 1/2"	1 1/2"	10 3/4"	12"	10 1/4"	16, 18, 20, 22, 24, 26
24"	23 1/8"	21 1/4"	33 1/2"	6"	6 1/4"	2 1/4"	2"	3 1/2"	4"	30 5/8"	1 1/2"	10 3/4"	13 1/2"	11 5/8"	12, 14, 16, 18, 20, 22, 24, 26, 28, 30
28"	28"	24 1/4"	38"	6 3/4"	6 1/2"	2 3/4"	2 1/4"	3 3/4"	4 3/8"	33 3/4"	1 1/2"	10 3/4"	15 1/2"	11 3/4"	20, 22, 24, 26, 28
30"	29 5/8"	26 1/2"	41 1/4"	6 1/2"	5 1/4"	2 1/2"	3"	4"	4 3/4"	38 1/4"	1 1/2"	10 3/4"	14 3/8"	14 3/8"	20, 22, 24, 26, 28, 30

*There may be a variance of up to 1/4" in all dimensions. Fluted columns available in all diameters. See page 14 for Parallel dimensions. See page 16 for Decorative Capital dimensions.
 † Standard Fluted Column (Fluted in mold)

• Split columns are not load bearing

Plumb-Fit®

To make installation even easier our 6"-12" round and square poly Tuscan Cap and Base Sets with flashing cap come with the Plumb-Fit® patented (Patent 9689674) installation system included.



The HB&G Porch Installation Bracket includes the bracket and all required hardware. The bracket fits 20" - 30" Plain Round PermaCast® Plus Columns and will secure a 2nd story porch to our PermaCast® Plus Columns. Three brackets are required for each column.

ROUND PERMACAST® PLUS INSIDE DIMENSIONS

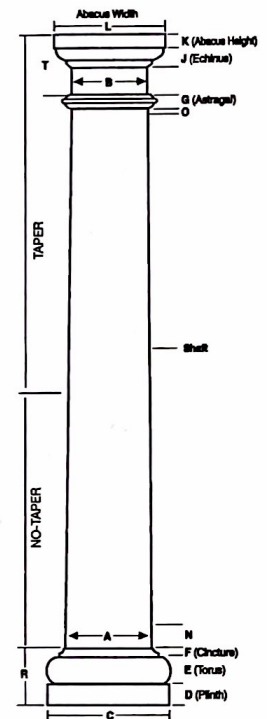
Inside dimension may vary up to 1/8".
 Splitting a column will decrease inside dimension 1/8".



Column Size	Top I.D.	Bottom I.D.
6"	3 3/8"	4 7/8"
8"	3 1/2"	6 7/8"
10"	7 3/8"	8 7/8"
12"	8 5/8"	10 7/8"
14"	10 7/8"	12 7/8"
16"	12 7/8"	15"
18"	14 1/2"	16 5/8"
20"	16 5/16"	18 5/8"
22"	18 3/8"	20 15/16"
24"	20"	22 3/8"
28"	22 7/8"	26 3/4"
30"	25 1/4"	28 3/8"

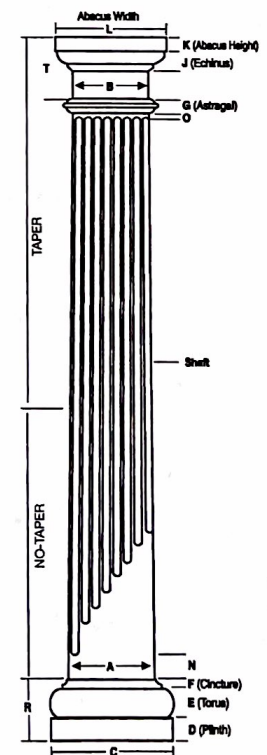
*Plain columns only

Poly Tuscan Cap



Poly Tuscan Base
Plain Column.

Poly Tuscan Cap



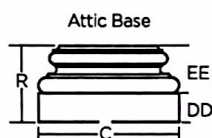
Poly Tuscan Base
Fluted Column.

PERMA Capitals and Bases

Choosing the right cap and base for your columns is as important as the selection of the column itself. The right cap and base can define the style of the front porch and create an atmosphere that compliments your lifestyle. The cap and base options offered by HB&G are shown on page 7. Please refer to the following data that corresponds with your cap and base selection to ensure that you end up with the products that work best for you.

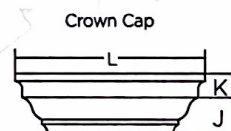
Capital and Base Options

Most capitals and bases for PermaCast^{Plus} columns are made of polyurethane and are decorative. The shaft fits through the center of the capital and base and does not alter the height of the shaft. Decorative capitals for round PermaCast^{Plus} columns will add



Attic Base

Attic Bases are used for a more ornate look and come in 1 or 2 pieces

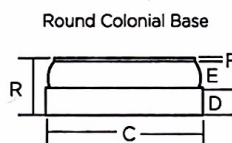
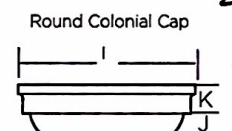


Crown Cap

Available for PermaCast^{Plus} Square shafts 6-12".

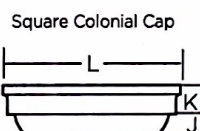
Colonial Cap and Base

Referred to as our low profile cap and base, the Colonial is designed specifically for use in applications where railing will be attached to the column. Available for PermaCast^{Plus} round and square shafts 6"-12".



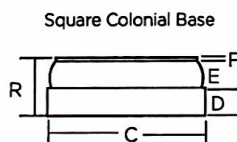
Beveled Cap and Base

Designed to deliver a popular, more contemporary appearance, beveled caps and bases are available for PermaCast^{Plus} Square shafts 6-12".



PermaTuff[®] Base and Poly Cap

A durable hard shell base combined with a poly cap. Designed for high traffic applications. Available for PermaCast^{Plus} round shafts 8"-12".

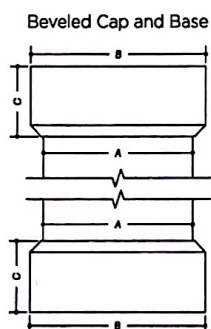


Tuscan Cap and Bases

The Tuscan style is standard and best compliments the PermaCast^{Plus} column. The Tuscan is available for all round and square shafts. For dimensions see pages 9-10, 12-13, and 16.

Decorative Capital

Five styles of decorative capitals are available for all round tapered and square shafts. Using a decorative capital with a round PermaCast^{Plus} shaft will add to the overall height of the column itself. Decorative capitals do not alter the height of the shaft when used on a square PermaCast^{Plus} Column.



DIMENSIONS OF ATTIC BASE FOR ROUND AND SQUARE COLUMNS

Column Size	Round Attic				Column Size	Square Attic			
	C	DD	EE	R		C	DD	EE	R
6"	8 1/8"	1 1/8"	2 1/4"	4 1/8"	6"	8 7/8"	1 1/8"	2 1/8"	4 1/8"
8"	10 1/8"	1 1/8"	3 1/4"	5 1/8"	8"	11"	1 1/8"	3 1/4"	5 1/8"
10"	13"	2 1/4"	3 3/4"	6 3/4"	10"	13 3/8"	2 3/4"	4"	6 3/4"
12"	16 1/8"	3"	4 1/4"	7 1/2"	12"	17"	2 3/4"	4 1/2"	7 1/2"
14"	19 1/4"	3 3/8"	5 3/8"	8 3/4"	14"	N/A	N/A	N/A	N/A
16"	21 1/4"	4"	6 1/2"	10 1/2"	16"	22 1/4"	4"	6 5/8"	10 5/8"
18"	25"	4 3/8"	7 1/4"	11 1/8"	18"	N/A	N/A	N/A	N/A
20"	27 3/8"	4 7/8"	8 1/4"	13 3/8"	20"	N/A	N/A	N/A	N/A
22"	30 1/4"	5 3/8"	9 1/4"	14 5/8"	22"	N/A	N/A	N/A	N/A
24"	33 1/2"	6"	10 1/4"	16 1/4"	24"	N/A	N/A	N/A	N/A
28"	38"	6 3/4"	11 1/8"	18 1/4"	28"	N/A	N/A	N/A	N/A
30"	41 1/4"	6 1/2"	11 1/4"	17 3/4"	30"	N/A	N/A	N/A	N/A

CROWN CAP* FOR SQUARE COLUMN DIMENSIONS

Column Size	K	J	L
6"	1 9/16"	2 5/16"	11 1/4"
8"	1 9/16"	2 5/16"	13 1/4"
10"	1 9/16"	2 5/16"	15 1/4"
12"	1 9/16"	2 5/16"	17 1/4"

*Made from Polyurethane

COLONIAL ROUND CAP AND BASE DIMENSIONS*

Col. Size	C	D	E	F	J	K	L	R
6"	7 1/4"	1 3/8"	1 1/4"	1/4"	1"	1 1/4"	7"	2 3/8"
8"	9 1/8"	1 1/2"	1 1/8"	1/4"	1 1/8"	1 3/8"	9"	3"
10"	11 1/8"	1 1/2"	1 1/4"	1/4"	1 1/8"	1 3/8"	10 9/16"	3"
12"	13 1/8"	1 1/2"	1 1/4"	1/4"	1 1/8"	1 3/8"	12"	3"

*Low profile option.

COLONIAL SQUARE CAP AND BASE DIMENSIONS*

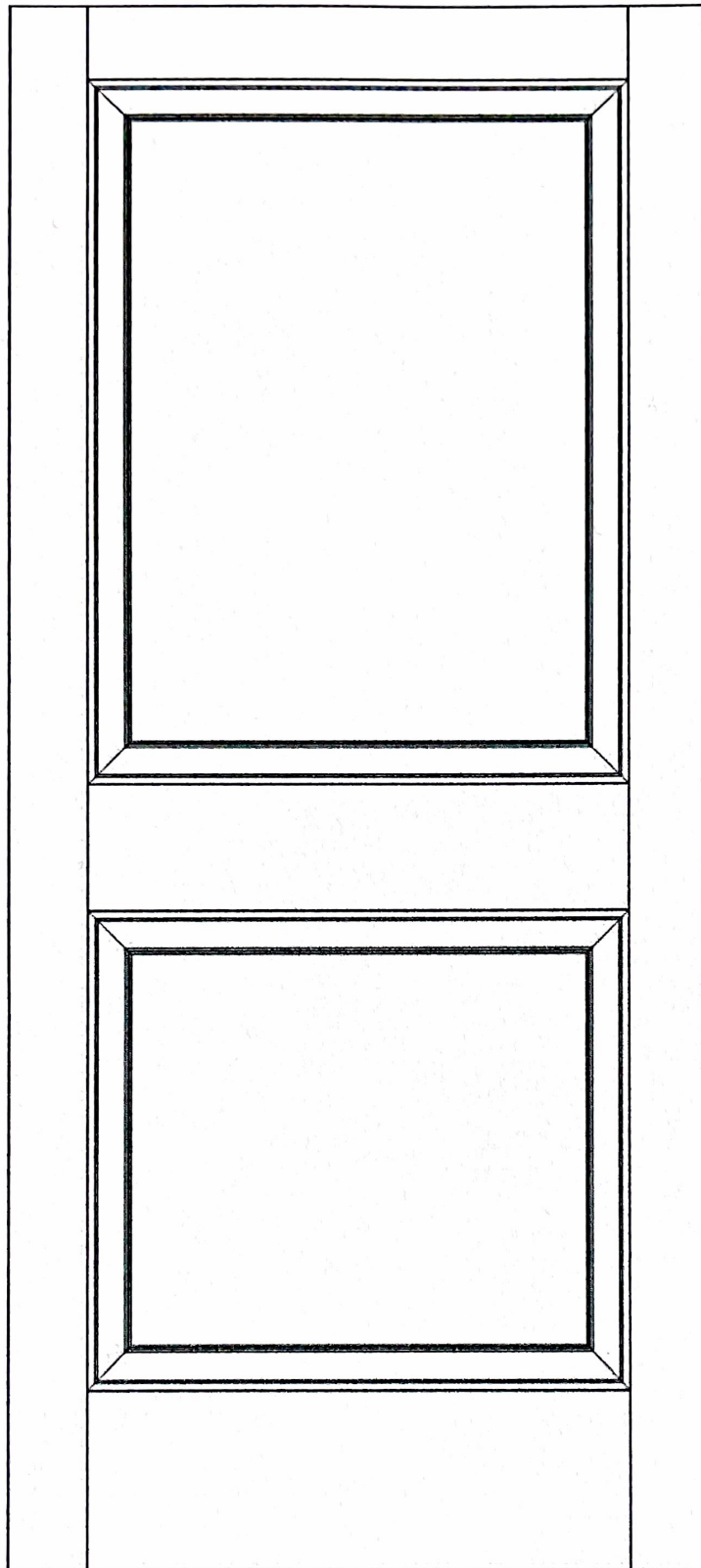
Col. Size	C	D	E	F	J	K	L	R
6"	8 1/4"	1 3/8"	1 1/8"	3/16"	1"	1 3/8"	8 1/4"	2 3/8"
8"	10 5/8"	1 1/4"	1 1/8"	7/16"	1 5/16"	1"	9 15/16"	2 3/4"
10"	12 5/8"	1 1/4"	1 1/8"	3/16"	1"	1 3/8"	12 5/8"	2 3/4"
12"	14 5/8"	1 1/4"	1"	1/2"	1"	1 3/8"	14 5/8"	2 3/4"

*Low profile option.

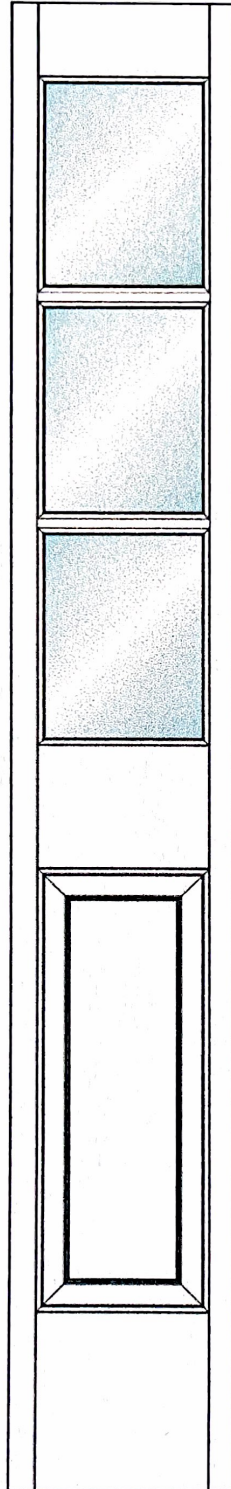
BEVELED CAP & BASE SET*

Size	A	B	C
6"	6"	8 1/4"	3 1/2"
8"	8"	10 1/4"	3 1/2"
10"	10"	12 1/4"	5 1/2"
12"	12"	14 1/4"	5 1/2"

*For Square PermaCast^{Plus} Columns. See Installation Kit on page 14.



Door #101
Simpson 7282 or similar



Door #101 Sidelights
Simpson 1703 or sum

Agenda Item 7A

Monthly Report



HISTORIC DISTRICT REVIEW BOARD STAFF REPORT

Meeting Date: September 17, 2024

Item #7A– Report from Zoning Administrator Katie Nunez

Prepared by: Katie H. Nunez, Director of Planning & Zoning Administrator

Date: September 10, 2024

1) MINOR EXEMPTIONS APPROVED BY ZONING ADMINISTRATOR:

- a. 408 Jefferson Avenue – replace and install 6’ wooden rear privacy fence and gates, pursuant to CCZO Section 8.17 (I)
- b. 515 Monroe Avenue – replace metal roof with new shingle roof, pursuant to CCZO Section 8.17 (I) (proof of interior leakage was provided)
- c. 501 Nectarine Street – replace shingle roof and rebuild rake eave, pursuant to CCZO Section 8.17 (B)
- d. 217 Randolph Avenue – replace front porch shingle roof and replace wood porch flooring, pursuant to CCZO Section 8.17 (B)
- e. 520 Randolph Avenue – install a roof on the existing pergola, pursuant to CCZO Section 8.17 (I)
- f. 649 Randolph Avenue – replace shingle roof, pursuant to CCZO Section 8.17 (B)
- g. 111 Tazewell Avenue – replace metal roof, pursuant to CCZO Section 8.17 (B)
- h. 541 Tazewell Avenue – install an accessory structure on the rear of property, pursuant to CCZO Section 8.17 (I)

2) COMPLIANCE CHECKS BY ZONING COMPLIANCE OFFICER ON ISSUED CERTIFICATES OF APPROPRIATENESS (COA): None.

3) NOTICES OF VIOLATIONS ISSUED ON BEHALF OF THE HDRB

- a. 1 Fig Street: Notice of Violation for Demolition by Neglect issued on May 28, 2024 – corrective order requiring the submittal of a full plan by July 1, 2024 detailing the manner in which the building will be fully restored to its prior condition. The right to appeal the notice is open until June 27, 2024. The property owner has supplied a signed and executed contract with a contractor to address all of the items raised in the Notice of Violation and has provided a calendar as well. I have received financial surety from the property owner that there are sufficient funds committed to the contract. A CoA has been issued for a new roof, doors, windows, and walls per the plans dated 3/6/23 approved at the April 16, 2023 HDRB meeting.
- b. 204 Bay Avenue : Notice of Violation for unauthorized removal and replacement of a portion of the roof on the house addition to a different material and installing flashing to a chimney without any permits required under the Cape Charles Zoning Ordinance; said letter issued on May 31, 2024; the property owner has not submitted all required application paperwork but has not paid the \$1,000 fee for working without a permit and obtaining approval After the Fact. A notice of appeal of Zoning Administrator decision has been received from the owner of 204 Bay Avenue over the unauthorized removal and replacement of the roof and installation of flashing to a chimney at said property. Said appeal will be heard by the Board of Zoning Appeals on ~~Tuesday, August 13 at 10:00 a.m.~~ This hearing has been rescheduled to Tuesday, October 8, 2024 @ 10:00 am.